



# GARDENA CITY COUNCIL

## Regular Meeting Notice and Agenda

Council Chamber at City Hall

1700 West 162nd Street, Gardena, California

Website: [www.cityofgardena.org](http://www.cityofgardena.org)

**Tuesday, February 22, 2022**

**Closed Session 7:00 p.m.**

**Open Session 7:30 p.m.**

**TASHA CERDA**, *Mayor*

**RODNEY G. TANAKA**, *Mayor Pro Tem*

**PAULETTE C. FRANCIS**, *Council Member*

**ART KASKANIAN**, *Council Member*

**MARK E. HENDERSON**, *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*

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**In order to minimize the spread of the COVID 19 virus Governor Newsom has signed AB 361. 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](https://www.youtube.com/CityofGardena)
2. PARTICIPATE BEFORE THE MEETING by emailing the Deputy City Clerk at [publiccomment@cityofgardena.org](mailto:publiccomment@cityofgardena.org) by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.
3. PARTICIPATE DURING THE MEETING VIA ZOOM WEBINAR
  - <https://us02web.zoom.us/j/88427129975>  
Phone number: US: +1 669 900 9128, Meeting ID: 884 2712 9975  
Press \*9 to Raise your Hand and \*6 to unmute when prompted.
  - 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](mailto:bromero@cityofgardena.org) at least 24 hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

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

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

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

Thank you for your attendance and cooperation

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### 1. ROLL CALL

### PUBLIC COMMENT ON CLOSED SESSION

The City Council will hear from the public only on the items that have been described on this agenda (GC §54954.3)

### 2. CLOSED SESSION

#### 2.A CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Gov. Code Section 54956.9(d)(1)

Roshawn Douglas, et. al v. City of Gardena, et al.

United States District Court, Central District of California, Case No.2:21-cv-06327-JFW-MAR

### 3. PLEDGE OF ALLEGIANCE

### 4. INVOCATION

Presented by Mayor Pro Tem Rodney G. Tanaka

### 5. PRESENTATIONS

- 5.A Special Primary Election for State Assembly 62nd District Presentation Flyer - **to be presented by City Clerk Mina Semenza**  
[Special Election Flyer.jpg](#)

### 6. PROCLAMATIONS

- 6.A "WOMEN'S HISTORY MONTH" March 2022 (To be proclaimed only)  
[Proclaim Only-Women's History Month-Mar 2022.pdf](#)

### 7. APPOINTMENTS

## 8. **CONSENT CALENDAR**

### **NOTICE TO THE PUBLIC- Roll Call Vote Required On The 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.

- 8.A Waiver of Reading in Full of All Ordinances Listed on This Agenda and that they Be Read by Title Only  
**CONTACT: CITY CLERK**
- 8.B Approve Minutes:  
Regular Meeting of the City Council, February 8, 2022  
**CONTACT: CITY CLERK**  
[02082022 REGULAR Minutes Gardena CC Meeting - FINAL.docx](#)
- 8.C Receive and File of Minutes:  
Planning & Environmental Quality Commission, January 4, 2022  
**CONTACT: COMMUNITY DEVELOPMENT**  
[22\\_01\\_04 PCMIN.pdf](#)
- 8.D Receive and File of Minutes:  
Planning & Environmental Quality Commission, February 1, 2022  
**CONTACT: COMMUNITY DEVELOPMENT**  
[22\\_02\\_01 PCMIN.pdf](#)
- 8.E Approval of Warrants/Payroll Register, February 22, 2022  
**CONTACT: CITY TREASURER**  
[Consent Calendar Memo 02-22-22.pdf](#)
- 8.F Personnel Report P-2022-4 2-22-22  
**CONTACT: HUMAN RESOURCES**  
[PERS RPT P-2022-4 2-22-22.doc](#)  
[Meal Services Coordinator Job Description\\_Attachment 1.docx](#)  
[Classification and Compensation Schedule effective February 22, 2022\\_Attachment 2.pdf](#)  
[Resume Hon. Judy Hersher, Ret.\\_Attachment 3.pdf](#)
- 8.G RESOLUTION NO. 6561, Making the legally required findings to Re-Authorize the use of Teleconferencing in accordance with Assembly Bill 361 for meetings of the Gardena City Council and other Commissions, Committees and Boards subject to State open meeting laws.  
**CONTACT: CITY MANAGER**  
[RESO NO 6561.pdf](#)
- 8.H RESOLUTION NO. 6562, Amending the list of authorized games and authorizing the play of certain games in licensed card clubs.  
**CONTACT: CITY MANAGER**  
[Hustler Casino Modified Game Temporary Approval Request.pdf](#)  
[Reso No 6562.pdf](#)

Hustler Casino - Dept of Justice temporary approval of game.pdf

- 8.I [RESOLUTION NO. 6552: Artesia Boulevard Landscaping Assessment District Renewal for the Fiscal Year Commencing July 1, 2022 and Ending June 30, 2023](#)

**CONTACT: PUBLIC WORKS**

[Artesia Blvd. Landscaping Assessment District - Resolution 6552.pdf](#)  
[Vicinity Map.pdf](#)

- 8.J [RESOLUTION NO. 6553: Consolidated Street Lighting District Renewal for the Fiscal Year Commencing July 1, 2022, and Ending June 30, 2023](#)

**CONTACT: PUBLIC WORKS**

[Consolidated Street Lighting District - Resolution 6553.pdf](#)  
[District Map.pdf](#)

- 8.K [Ratify Administrative Approval of the Elderly Nutrition Program Contract ENP202105 Amendment Eight](#)

**CONTACT: RECREATION & HUMAN SERVICES**

[FY 2021-22 ENP Allocation Letter \(ARP\) \(City of Gardena\)](#)  
[FY 2021-22 ENP Amendment Eight \(City of Gardena\) \(2-3-22\) Final](#)

9. **EXCLUDED CONSENT CALENDAR**

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

10.A **FEBRUARY 15, 2022 MEETING**

**Continuation of Environmental Assessment #14-21, Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21**

The Planning Commission considered a request for site plan to construct a four-story residential building for 121 single room occupancy units; a conditional use permit to permit the construction of a single room occupancy (SRO) residential development in the Industrial (M-1) zone; another conditional use permit to permit the construction of two, six-tier automated parking structures; and a density bonus request to allow the density and FAR increase as the project included seven affordable, very low-income units. The project qualified for a categorical exemption from the provisions of the CEQA, pursuant to CEQA Guidelines section 15332 for an in-fill development project.

PROJECT LOCATION: 13126 S. Western Avenue

APPLICANT: Lee Johnson, West Realty Group, Inc

**Commission Action:** The Planning Commission voted 5-0-0, approving Resolution No. PC 4-22, approving Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21.

**City Council Action:** Receive and File or Call for Council Review *(By way of two votes from the City Council)*



10.B FEBRUARY 15, 2022 MEETING

**Ordinance No. 1840**

The Planning Commission considered an ordinance to add Chapter 18.74 to Title 18, Zoning, of the Gardena Municipal Code relating to reasonable accommodations.

**Commission Action:** The Planning Commission voted 5-0-0, approving Resolution No. PC 5-22, recommending the City Council approve Ordinance No. 1840. This Ordinance is categorically exempt from the California Environmental Quality Act pursuant to the common sense exemption.

**City Council Action:** No action needed, this item will come before the City Council at a future meeting.

[CLICK HERE to view the complete Planning Commission Packet Planning Commission Action Sheet.pdf](#)

**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, unless extended by the Mayor. An amber light will appear to alert the speaker when two minutes are complete, and a red light will appear when three minutes are over. Your cooperation is appreciated.*

11. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

12. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

- 12.A [PUBLIC HEARING: RESOLUTION NO. 6558](#), A Resolution amending the Gardena General Plan by adopting an Environmental Justice Element and an update to the Public Safety Plan and adopting amendments to the General Plan Implementation Program and direct staff to file a notice of exemption pursuant to CEQA Guidelines section 15061, Review for Exemption

**Staff Recommendation: Adopt Resolution No. 6558**

[Resolution No. 6558.pdf](#)

[Planning Commission Packet Dated February 1, 2022.pdf](#)

13. **DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES**

- 13.A COVID-19 Update

14. **DEPARTMENTAL ITEMS - POLICE**

- 14.A [Execution of One-Year Agreement with JL Group, LLC for Background Investigation Services Not to Exceed \\$77,000](#)

**Staff Recommendation: Authorize and Execute Contract**

[Contract](#)

[JL Group, LLC RFP Response](#)

[RFP - Background Investigation Services](#)

15. **DEPARTMENTAL ITEMS - PUBLIC WORKS**
16. **DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES**
17. **DEPARTMENTAL ITEMS - TRANSPORTATION**
18. **COUNCIL ITEMS**
19. **COUNCIL DIRECTIVES**
20. **CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS**
21. **COUNCIL REMARKS**
  1. MAYOR PRO TEM TANAKA
  2. COUNCIL MEMBER KASKANIAN
  3. COUNCIL MEMBER HENDERSON
  4. MAYOR CERDA
  5. COUNCIL MEMBER FRANCIS

22. **ANNOUNCEMENT(S)**

23. **REMEMBRANCES**

**Teresa Loan Nguyen**; 92 years of age, beloved aunt of Program Coordinator Hong Lee in the Public Works Department; and **William Tillis**, who worked for the City of Gardena's Recreation Department in the 1970s.

24. **ADJOURNMENT**

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m. followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, March 8, 2022.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted in the City Hall lobby not less than 72 hours prior to the meeting. A copy of said Agenda is available on our website at [www.CityofGardena.org](http://www.CityofGardena.org).

Dated this 18th day of February, 2022.

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk



# ASSEMBLY DISTRICT 62 SPECIAL PRIMARY ELECTION APRIL 5, 2022

## PURPOSE OF THIS ELECTION

**The April 5, 2022 Assembly District 62 Special Primary Election was called by California Governor Gavin Newsom to fill the vacancy in the 62nd Assembly District. This seat was previously held by The Honorable Autumn Burke.**

## VOTE IN PERSON

**TUESDAY, APRIL 5, 2022: 7:00 AM TO 8:00 PM  
ROWLEY PARK GYMNASIUM  
13220 VAN NESS AVE. GARDENA, CA 90249**

**This Election affects Gardena residents who live within District 62 and is for one day only.**

**Vote by Mail Ballot Drop Box Locations will Open  
on March 8, 2022**



## BALLOT DROP BOX LOCATIONS:

- ROWLEY PARK  
13220 VAN NESS AVE.  
GARDENA, CA 90249
- NAKAOKA COMMUNITY  
CENTER  
1670 W. 162ND ST.  
GARDENA, CA 90247

**FOR MORE INFORMATION CONTACT THE CITY CLERK'S OFFICE AT 310-217-9565**

## **“WOMEN’S HISTORY MONTH ”** **— MARCH 2022 —**

in 1987, Congress established March to be “Women’s History Month” to recognize the achievements of American woman of every race, class, and ethnic background that have made historic contributions to the growth and strength of our Nation.

The Women’s History Month theme for 2022 is

### **“Women Providing Healing, Promoting Hope”**

This theme is both a tribute to the ceaseless work of caregivers and frontline workers during this ongoing pandemic and a recognition of the thousands of ways that women of all cultures have provided both healing and hope throughout history.

Therefore, I, Tasha Cerda, Mayor of the City of Gardena, California, hereby proclaim the month of **MARCH 2022**, to be

## **“WOMEN’S HISTORY MONTH”**

in the City of Gardena and encourage all citizens to recognize and honor the spirit, leadership, and vital and enduring contributions of women in our community, in California, and throughout our Nation.

**MINUTES**  
**Regular Meeting of the**  
**Gardena City Council**  
**Tuesday, February 8, 2022**

In order to minimize the spread of the COVID 19 virus, Governor Newsom has signed Assembly Bill 361. 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 Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, February 8, 2022, Mayor Tasha Cerda presiding.

**1. ROLL CALL**

Present: Mayor Tasha Cerda; Mayor Pro Tem Rodney G. Tanaka; Council Member Mark E. Henderson; Council Member Art Kaskanian; and Council Member Paulette C. Francis; Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; and City Clerk Mina Semenza.

**PUBLIC COMMENT ON CLOSED SESSION - None**

**2. CLOSED SESSION - None**

**3. PLEDGE OF ALLEGIANCE**

Aiden Sekine and Damian Consencion led the Pledge of Allegiance. Aiden and Damian both attend Denker Elementary School. Aiden is the school site Council President and Damian is the school site Council Vice President.

**4. INVOCATION**

Presented by Mayor Pro Tem Rodney G. Tanaka.

**5. PRESENTATIONS**

5.A Certificate of Special Recognition to Junipero Serra High School Football Team, 2021 CIF Division 3 Champions and 2021 CIF State Division 1 Champions  
**- Scott Allenberg, Head Coach and Richard Jenkins, Athletic Director for Serra High School came into the meeting and accepted recognition.**

**6. PROCLAMATIONS**

6.A "BLACK HISTORY MONTH," February 2022 - ***was proclaimed by Mayor Cerda***

**7. APPOINTMENTS**

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

Planning and Environmental Quality Commission - Kale Eaton  
**- was Appointed by Council Member Kaskanian**

**It was moved by Council Member Kaskanian, seconded by Mayor Pro Tem Tanaka, and carried by the following roll call vote to Appoint Kale Eaton to the Planning and Environmental Quality Commission:**

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

**Noes: None**

**Absent: None**

**8. CONSENT CALENDAR**

- 8.A Waiver of Reading in Full of All Ordinances Listed on This Agenda and that they Be Read by Title Only

**CONTACT: CITY CLERK**

- 8.B Approve Minutes:

Regular Meeting of the City Council, January 25, 2022

Special Meeting of the City Council, January 26, 2022

Special Meeting/Workshop of the City Council and Planning Commission, January 27, 2022

**CONTACT: CITY CLERK**

- 8.C Receive and File of Minutes:

Planning & Environmental Quality Commission, October 19, 2021

**CONTACT: COMMUNITY DEVELOPMENT**

- 8.D Receive and File of Minutes:

Planning & Environmental Quality Commission, December 7, 2021

**CONTACT: COMMUNITY DEVELOPMENT**

- 8.E Approval of Warrants/Payroll Register, February 8, 2022

**CONTACT: CITY TREASURER**

February 8, 2022: Wire Transfer: 12121-12127; Prepay: 166139-166143; Check Nos. 166144 -166302 – for a total Warrants issued in the amount of \$3,014,368.69 Total Payroll Issued for January 28, 2022: \$1,921,189.13.

- 8.F Personnel Report P-2022-3 2-08-22

**CONTACT: HUMAN RESOURCES**

- 8.G RESOLUTION NO. 6559, Reaffirming Proclamation and Resolution No. 6441, which declared the Existence of a Local Emergency

**CONTACT: CITY MANAGER**

RESOLUTION NO. 6559

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



- 8.H RESOLUTION NO. 6560, Making the legally required findings to Re-Authorize the use of Teleconferencing in accordance with Assembly Bill 361 for meetings of the Gardena City Council and other Commissions, Committees and Boards subject to State open meeting laws.

**CONTACT: CITY MANAGER**

RESOLUTION NO. 6560

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, MAKING THE LEGALLY REQUIRED FINDINGS TO RE-AUTHORIZE THE USE OF TELECONFERENCING IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR MEETINGS OF THE GARDENA CITY COUNCIL AND OTHER COMMISSIONS, COMMITTEES AND BOARDS SUBJECT TO STATE OPEN MEETING LAWS

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

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

**Noes: None**

**Absent: None**

**9. EXCLUDED CONSENT CALENDAR**

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

**10.A FEBRUARY 1, 2022 MEETING**

Continuation of Environmental #14-21, Assessment Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21

**This item was continued to the February 15, 2022, Planning Commission meeting**

**10.B FEBRUARY 1, 2022 MEETING**

**Site Plan Review #4-21**

The Planning Commission considered a request for site plan approval to construction of a new 3,720 square-foot multi-tenant commercial building with a drive-thru in the Commercial (C-2) and Mixed -Use Overlay (MUO) zones that qualified for a categorical exemption from the provisions of the California Environmental Quality Act (CEQA), pursuant to Guidelines Section 15303(c), New Construction of Small Structures.

Commission Action: The Planning Commission voted 4-0-0, approving Resolution No. PC 2-22, approving Site Plan Review #4-21.

**This Item was Called for Review by Council Member Francis - Council Member Henderson seconded it. A Public Hearing was set for the March 8, 2022, Council Meeting.**



10.C FEBRUARY 1, 2022 MEETING

**City of Gardena - Public Safety Plan & Environmental Justice Element**

The Planning Commission considered amendments to the general plan updating the Public Safety Plan, an Environmental Justice Element, and changes to the Implementation Program. The Commission considered the draft policy documents and made a recommendation to the Gardena City Council. The amendments to the City's General Plan is exempt from CEQA.

Commission Action: The Planning Commission voted 4-0-0, approving Resolution No. PC 3-22, recommending that the City Council approve amendments to the Gardena General Plan by adopting an Environmental Justice element and an update to the Public Safety Plan and adopting amendments to the General Plan Implementation Plan.

City Council Action: No action needed. This item will come before the City Council on the February 22, 2022 meeting.

**ORAL COMMUNICATIONS – None**

**11. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES – No Items**

**12. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT – No Items**

**13. DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES**

13.A COVID-19 Update

City Manager Osorio presented the update.

Mayor Cerda asked if the number of COVID cases within the last 30 days are accurate and do we have people contact the City and asked how to obtain vaccinations or booster shots and if so, do we have the information available for them. City Manager Osorio confirmed that the trend is going down and hopefully it starts to decrease especially in the next few weeks. He also confirmed that when calls or inquiries are received, they are directed to the appropriate agencies that handle vaccinations.

**14. DEPARTMENTAL ITEMS – POLICE – No Items**

**15. DEPARTMENTAL ITEMS - PUBLIC WORKS**

15.A RESOLUTION NO. 6551, A Resolution of the City Council of the City of Gardena, California, authorizing submittal of application(s) for all CalRecycle Grants for which the City of Gardena is eligible

RESOLUTION NO. 6551

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH THE CITY OF GARDENA IS ELIGIBLE

City Manager Osorio presented the Staff Report.

There was a discussion that included our Mayor and some of our Council Members. Some of the items discussed were: hiring a consultant and how many hours will they need to help us with the grant, and what will we do to be compliant with SB 1383; if we don't meet our recycle requirements how it will impact us; what about the people that go through our trash; if our trash hauler will do some of the services that are being requested; if it includes business and restaurants as well; will we be able to educate our residents. City Manager Osorio and City Attorney Vasquez responded to all the Council's questions.

**It was moved by Council Member Francis, seconded by Council Member Kaskanian, and carried by the following roll call vote to Adopt Resolution No. 6551:**

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

**Noes: None**

**Absent: None**

- 15.B Award Professional Services Contract for the Sewer Master Plan Project, JN 990, to Carollo Engineering, Inc., in the amount of \$598,000.

City Manager Osorio presented the Staff Report.

Inge Wiersema, Vice President, National One Water Director & Water Resources Practice Lead of Carollo Engineering presented a PowerPoint presentation.

There was a discussion that included our Mayor and Council Members. Some of the items discussed were: what is a smart manhole cover and how happy they were to receive a manual; it was asked if the term "Alien" in item 22 of the Consultant Agreement could be changed; the Consultant was confirmed that the work will cost \$598,000 for 5 years of work and was asked if they are taking into consideration that in 10 years there will be 3,000 more households in the City; she was also asked if she would recommend making all of our manholes smart; City Manager Osorio, City Attorney Vasquez Public Works Director Riggs, and Consultant Wiersema, responded to all of the Council's questions.

**It was moved by Council Member Francis, seconded by Mayor Pro Tem Tanaka, and carried by the following roll call vote to Approve Professional Services Contract:**

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

**Noes: None**

**Absent: None**

- 15.C Award Construction Contract for the Police Station Sewer Pump Replacement Project, JN511, to OC Pump Company, in the Amount of \$80,243.82 and Declare California Environmental Quality Act (CEQA) Exemption.

City Manager Osorio presented the Staff Report.

There was a discussion that included our Mayor and Council Members. Some of the items discussed were: how strict are we sticking to our maintenance plans; how the sewer in our Police Department's building has always been bad, and how happy they are that it is finally getting fixed; the difference in bids fearing that since we picked the lowest that our service may not be good. City Manager Osorio and Public Works Director Riggs responded to all the Council's questions.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Award Construction Contract and Declare CEQA Exemption:**

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

**Noes: None**

**Absent: None**

- 15.D Gardena Public Geographic Information System (GIS) Viewer

City Manager Osorio presented the Staff Report.

Allen Rigg, Director of Public Works presented a PowerPoint presentation and was available for any questions.

There was a discussion that included our Mayor and Council Members. Some of the items discussed were: how about 10 years ago there was a system similar to this one; how the SBCCOG is reaching out to use the same line and how it's our intent to use their service; did we only have 80 miles of work in our last contract and how often should we be checking our sewers; how old are some of our sewers; how this plan will help for the right type of investment; if a new development was being put in, do we look that it might cause overcapacity; what fund supports our sewer fund and do we share any of our sewers with the County; who is going to be responsible if there is a problem; could we put a tutorial on our website; how does it show the different pipes; that data is not public; is it possible to add crime statistics to this system. City Manager Osorio and Public Work's Director Riggs responded to all the Council's questions.

**Received and Filed**

**16. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES – *No Items***

**17. DEPARTMENTAL ITEMS – TRANSPORTATION – *No Items***

**18. COUNCIL ITEMS – *No Items***

## **19. COUNCIL DIRECTIVES**

### **Council Member Kaskanian**

1. Asked about the development on the southeast corner of Western and Marine; Council Member Henderson seconded it;

### **Council Member Henderson**

1. If we could do some research and create a resolution to oppose Initiative 21-0042A1 which has to do with business taxes and controlling tax revenues.
2. What are the parameters that prevent or allow us to create 20 hours of internship work for professional services.

### **Council Member Francis**

1. Can I please find out who is responsible for maintaining the property located at El Segundo and Crenshaw, a project we approved almost a year ago. Mayor Cerda seconded it.

## **20. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS**

City Manager Osorio gave a verbal report of information to follow-up on matters that had been directed or requested by the Mayor and Members of Council. Those items were, as follows:

1. Memo regarding options available to make financial transparency for the public and make it feasible.
2. Memo regarding recommendations for the removal of a red curb along Western Ave.
3. Free Shredding Event, taking place at City Hall Complex on Saturday, February 19, 2022; 10:00 a.m. – 2:00 p.m., maximum of 2 boxes per household (15x10x24 in). Proof of residency required.
4. Gardena Homeless Count 2022, taking place on Wednesday, February 23, 2022; 8:00 p.m. – 12:00 a.m., at Juvenile Justice & Intervention Program 16206 S. Western Ave., Suite E. For further information visit [www.theycountwillyou.org](http://www.theycountwillyou.org).
5. 39<sup>th</sup> Annual Dr. Martin Luther King Jr. Commemorative Parade on Saturday, February 26, 2022. Parade begins at 10:00 a.m. at Serra High School & ends at Rowley Park. This year's Community Grand Marshals – Dr. Rachel Johnson and Mr. Philip Johnson. Also, Afternoon in the Park Celebrating Black History Month at Rowley Park, 13220 S. Van Ness Ave., Gardena.

## **21. COUNCIL REMARKS**

1. COUNCIL MEMBER KASKANIAN – Since the last meeting Council Member Kaskanian presented a trophy to Cherrystone and congratulated Leonard Kim and his wife on the award. Lastly, shared “GO RAMS” and asked everyone to drink responsibly.

2. COUNCIL MEMBER HENDERSON – Since the last meeting Council Member Henderson attended the Special Council Session Housing Element, Environmental Justice Element, LA BIZFED Meeting, LA County Sustainability workshop, SCAG meeting and South Bay Fiber network meeting through the COG, spoke with Senator Ben Allen and his staff looking to what Gardena wants to highlight. Lastly, shared his point of view in the Environmental Justice Element.
3. COUNCIL MEMBER FRANCIS – Since the last meeting Council Member Francis attended a special award presentation on January 29<sup>th</sup> for the Dr. Martin Luther King Jr. Cultural Committee Essay contest winners. Council Member Francis shared scholarships awards were presented to Elementary, Middle and High School students. Also, Council Member Francis was a judge for the Gardena Lions Speech contest. Encourage everyone to come out and support the Martin Luther King Jr. Commitment Parade and Black History Month Celebration. Council Member Francis shared the grand marshal will be the CIF and State Champions Serra High School football team and Rachel and Phillip Johnson will be the Community Grand Marshals. The celebration will be in conjunction with the Black History Month Celebration Afternoon in the Park, there will also be a Battle of the Bands and Battle of drum line. Lastly, asked everyone to look at some information about the achievement of African Americans to the United States and wished everyone a happy Valentine's Day. Wished everyone a safe super bowl and don't drink and drive.
4. MAYOR CERDA – Since the last meeting Mayor Cerda gave Cherrystone their championship banner and shared, they did an amazing job and encouraged everyone to try their famous chili. Also attended the City Hall Housing Element meeting and Environmental Justice meeting by zoom and thanked everyone who did the presentation. Mayor Cerda gave a special thank you to the guys at Public Works for fixing the manhole on 139<sup>th</sup> street in front of the property at 2121. Lastly, shared "Go Rams!" and encouraged everyone that is attending the game to ride line 7x and it's only \$4.00.
5. MAYOR PRO TEM TANAKA – Mayor Pro Tem Tanaka shared Super Bowl seats are starting at \$3,500.00 and parking is \$800.00, also CAL Trans is also charging \$5.00 to park. Also spoke about the homeless count and asked everyone to register. Since the last meeting he attended the Housing Element and couldn't attend the Environmental Justice meeting due to prior meetings. He also presented a banner to Cherrystone for winning, attended the COG's Legislative Committee and South Bay Housing Trust and will be meeting with Senator Allan next week.

## 22. ANNOUNCEMENT(S)

Mayor Cerda stated that all announcements have been made.

## 23. **REMEMBRANCES**

**Mrs. Gloria Elaine Cooper**, 85 years of age, beloved sister of WRG Municipal Affairs Manager, Bevan Thomas, she was born on March 7, 1936, in Clarendon Jamaica and transitioned on Saturday, January 29, 2022.

## 24. **ADJOURNMENT**

At 9:49 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, February 22, 2022.

APPROVED:

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

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

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

**MINUTES**  
**Regular PEQC Meeting Notice and Agenda of the**  
**Planning and Environmental Quality Commission**  
**Tuesday, January 4, 2022**

The Regular PEQC Meeting Notice and Agenda of the Planning and Environmental Quality Commission of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, January 4, 2022, in the 1700 W. 162nd Street, Gardena, California.

**PARTICIPATE DURING THE MEETING VIA ZOOM**

- Join Zoom Meeting Via the Internet or Via Phone Conference:  
<https://us02web.zoom.us/j/88661321780>
- Via Phone Conference Phone number: US +1 669 900 9128, Meeting ID: 886 6132 1780 Press \*9 to Raise Hand and \*6 to unmute when prompted.  
If you wish to speak 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 will be allowed to speak during Oral Communications. Members of the public wishing to address the Commission/Committee/Board will be given three (3) minutes to speak.

1. **CALL MEETING TO ORDER**

2. **ROLL CALL**

Present: Vice Chair Deryl Henderson; Chair Stephen Langley; Commissioner Steve Sherman;

Absent: Commissioner Kanhan.

3. **APPROVAL OF MINUTES**

None.

4. **ORAL COMMUNICATIONS**

Chair Langley invited anyone from the public to speak on any issues not on the agenda, however, there were no members of the public wishing to speak under oral communications.

5. **PUBLIC HEARING ITEMS**

5.A **2021-2029 Housing Element Update**

Adoption of Resolution No. PC 1-22 recommending that the City Council amend the Gardena General Plan by adopting the 6<sup>th</sup> Cycle 2021 – 2029 Gardena Housing Element. This amendment to the City's General Plan is exempt from California Environmental Quality Act (CEQA) requirements per Section 15061, Review for Exemption of the CEQA Guidelines.

The City's housing consultant, Veronica Tam, gave a presentation on the final draft of the City's 6<sup>th</sup> Cycle 2021 – 2029 Gardena Housing Element.



Chair Langley asked whether the changes from the State were included into the 2021-2029 Housing Element that was provided to the Planning Commission.

Ms. Tam stated yes, other than minor cleanup language.

Chair Langley asked about the public letter comment received from the Californians for Homeownership.

Assistant City Attorney Lisa Kranitz stated the questions asked within the public comment letter had tracked a lot of what was asked from the State's Department of Housing and Community Development (HCD), and therefore staff responded to the letter stating they would provide them a copy of the revised document when it was resubmitted to HCD. She added that a copy of the revised document was provide to them.

Chair Langley opened the public, however, there were no members of the public wishing to speak on this matter.

Chair Langley closed the public hearing.

MOTION: It was moved by Vice Chair Henderson and seconded by Commissioner Sherman to adopt Resolution No. PC 1-22 recommending that the City Council approve the amendments to the Gardena General Plan by adopting the 6<sup>th</sup> Cycle Housing Element.

The motion passed by the following roll call vote:

Ayes:	Henderson, Sherman, Langley
Noes:	None
Absent:	Kanhan

6. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

Community Development Director Greg Tsujiuchi stated that on Saturday January 15, 2022, the City will have its 39th annual Martin Luther King Jr. parade and asked if the commissioners were interested in partaking in the parade. Mr. Tsujiuchi stated staff looked into the Planning Commissioners Academy put on by the League of California Cities, which would be held from March 16 to March 18, 2022, and asked which commissioners were interested in attending.

7. **PLANNING & ENVIORNMENTAL QUALITY COMISSIONERS' REPORTS**

Chair Langley stated that the City received a resignation letter from Planning Commissioner Dale Pierce and stated that the City had an opening on the Commission. Chair Langley thanked Commissioner Pierce for his work on the Planning Commission.

8. ADJOURNMENT

Chair Langley adjourned the meeting at 7:48 P.M

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'G. Tsujiuchi', is written over a horizontal line.

GREG TSUJIUCHI, SECRETARY  
Planning and Environmental Quality Commission

A handwritten signature in blue ink, appearing to read 'Stephen P. Langley', is written over a horizontal line.

STEPHEN LANGLEY, CHAIR  
Planning and Environmental Quality Commission

**MINUTES**  
**Regular PEQC Meeting Notice and Agenda of the**  
**Planning and Environmental Quality Commission**  
**Tuesday, February 1, 2022**

The Regular PEQC Meeting Notice and Agenda of the Planning and Environmental Quality Commission of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, February 1, 2022, in the 1700 W. 162nd Street, Gardena, California.

**PARTICIPATE DURING THE MEETING VIA ZOOM**

- Join Zoom Meeting Via the Internet or Via Phone Conference:  
<https://us02web.zoom.us/j/83439707866>
- Via Phone Conference Phone number: US +1 669 900 9128,  
Meeting I D: 834 3970 7866  
Press \*9 to Raise Hand and \*6 to unmute when prompted.  
If you wish to speak 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 will be allowed to speak during Oral Communications. Members of the public wishing to address the Commission/Committee/Board will be given three (3) minutes to speak.

**1. CALL MEETING TO ORDER**

**2. ROLL CALL**

Present: Vice Chair Deryl Henderson; Chair Stephen Langley; Commissioner Steve Sherman; Commissioner Jules Kanhan.

**3. APPROVAL OF MINUTES**

**3.A OCTOBER 19, 2021**

A motion was made by Vice Chair Henderson and seconded by Chair Langley to approve the minutes of the meeting on October 19, 2021. The minutes were approved 3-0-1.

Ayes: Henderson, Langley, Kanhan  
Noes: None  
Absent: Sherman

**3.B DECEMBER 7, 2021**

A motion was made by Commissioner Sherman and seconded by Vice Chair Henderson to approve the minutes of the meeting on December 7, 2021. The minutes were approved 4-0-0.

Ayes: Sherman, Henderson, Langley, Kanhan  
Noes: None  
Absent: None

**4. ORAL COMMUNICATIONS**

Chair Langley invited anyone from the public to speak on any issues not on the agenda, however, there was members of the public wishing to speak under oral communications.

## 5. PUBLIC HEARING ITEMS

### 5.A Continuation of Environmental #14-21, Assessment Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21

Chair Langley opened the public hearing and continued the item to the February 15, 2022, Planning Commission meeting.

### 5.B Site Plan Review #4-21

The applicant was requesting site plan approval for the construction of a new 3,720 square-foot multi-tenant commercial building with a drive-thru in the Commercial (C-2) and Mixed-Use Overlay (MUO) zones that qualifies for a categorical exemption from the provisions of the California Environmental Quality Act, pursuant to Guidelines Section 15303(c), New Construction of Small Structures.

**LOCATION: 15106 S. Western Avenue**

**APPLICANT: Sarah Withers**

Senior Planner, Amanda Acuna, presented the Staff Report and recommended that the Planning Commission open the public hearing, receive testimony from the public and adopt Resolution #2-22, approving Site Plan Review #4-21 and directing staff to file a notice of exemption as a new construction of small structures project.

Chair Langley opened the public hearing.

Vice Chair Henderson asked about the previous remodel project for the subject property.

Ms. Acuna stated that the property did have plans approved for a re-facade and remodel of the existing structure, however, stated those plans had expired and the project had fallen through. Ms. Acuna added that the applicant was now proposing to demolish all existing structures and construct the proposed commercial building.

The applicant, Sarah Withers, stated that one of the tenant spaces would operate a 7 Leaves Café which would be the first in the region and added that the project met all the applicable requirements from the City.

Chair Langley asked whether the other two tenant spaces could be combined into one tenant space.

Assistant City Attorney Lisa Kranitz answered yes, as long as the property met the applicable parking standards for the proposed use.

Chair Langley then asked about the queuing of the proposed drive thru.

Ms. Withers stated that due to the business creating gourmet products patrons would be inclined to park and enter the establishment adding that the drive thru provided convenience and would be able to stack seven vehicles.

Chair Langley expressed his concerns about potential queuing onto the public rights-of-way.

Ms. Withers stated that the design of the drive thru showed sufficiency at other locations adding that this property was on a corner lot with two entrances, which could limit queuing on to the streets.

Chair Langley closed the public hearing.

MOTION: It was moved by Vice Chair Henderson and seconded by Commissioner Kanhan to adopt Resolution No. PC 2-22 approving Site Plan Review #4-21 subject to the attached conditions of approval and directing staff to file a Notice of Exemption.

The motion passed by the following roll call vote:

Ayes:	Henderson, Kanhan, Sherman, Langley
Noes:	None
Absent:	None

#### **5.C City of Gardena - Public Safety Plan & Environmental Justice Element**

The Planning Commission considered a general plan amendment adopting an update to the Public Safety Plan, an Environmental Justice Element, and changes to the Implementation Program. The purpose of this meeting is for the Commission to consider the draft policy documents and make a recommendation to the Gardena City Council. This amendment to the City's General Plan is exempt from California Environmental Quality Act (CEQA) requirements per Section 15061(b)(3), Review for Exemption, of the CEQA Guidelines.

City Consultant, Kelly Hickler with De Novo Planning Group, provided a presentation on the proposed policy documents.

Chair Langley asked why medical care and education was not include within draft Environmental Justice Element.

Ms. Hickler stated that the topics that were included in the proposed element were those mandated by the State and that the City could add additional topics.

Chair Langley asked if the document could be reviewed and amended in the future.

Ms. Hickler stated that there was no requirement to update the Environmental Justice Element, however, it would be upon to the City's discretion.

Ms. Kranitz stated all general plan elements could be updated up to four times in a year.

Chair Langley opened the public hearing.

Vice Chair Henderson questioned how 13 out of the 14 census tracts were considered a disadvantage community, while there has been several improvements throughout the City in the past several years.

Ms. Hickler stated that the term disadvantage community was defined by the State and had a number of indicators that deemed a community disadvantage.

Chair Langley stated how there could be a connection between having the City surrounded by major freeways and having air pollution within communities, as identified in the white paper document of the Environmental Justice Element.

Ms. Hickler stated that she could see air pollution as being an issue at the regional or State level and how many cities could not have much control over the sources.

Chair Langley asked about funding opportunities with adopting a new Environmental Justice Element.

Ms. Hickler stated that the City would be eligible for further funding.

Chair Langley asked if the policy documents identified what areas in the City were in need of a public park.

Ms. Kranitz asked Ms. Acuna to put up a map that showed the locations of the City parks.

Ms. Hickler stated that the map showed the walking distances to the City's existing parks and areas where having new parks would make sense.

Chair Langley closed the public hearing.

MOTION: It was moved by Chair Langley and seconded by Commissioner Kanhan to adopt Resolution No. PC 3-22 recommending that the City Council amend the Gardena General Plan by adopting an update to the Public Safety Plan, an Environmental Justice Element, and changes to the Implementation Program.

The motion passed by the following roll call vote:

Ayes:	Langley, Kanhan, Sherman, Henderson
Noes:	None
Absent:	None

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

Community Development Director Greg Tsujiuchi stated that the department was able to receive a grant to help establish development standards for the new housing overlays that were identified in the recent housing element.

Ms. Acuna stated that the department conducted interviews for a new Planning Assistant position and is looking forward to having them join the staff.

Mr. Tsujiuchi stated that a new Planning Commissioner may be appointed at the upcoming City Council meeting and added that he would soon be signing up those Commissioners interested in attending the upcoming Planning Commissioners academy training.

#### **7. PLANNING & ENVIRONMENTAL QUALITY COMMISSIONERS' REPORTS**

Commissioner Sherman asked if the Commission would be meeting in person any time soon.

City Attorney Carmen Vasquez stated there had not been any directive made by the City Council to bring back in person meetings at this time.

Commissioner Kanhan asked about the new construction happening on Normandie Avenue and West 141<sup>st</sup> Street.

Ms. Acuna stated that the property did receive entitlements for a 50-unit residential townhome project and was working on receiving demolition and construction permits.

Chair Langley asked about the Martin Luther King Jr. Parade.

Director Stephany Santin stated that the parade was scheduled to happen on February 26, 2022, and the Commission should receive an invitation to attend.

Chair Langley asked about the development near Crenshaw Boulevard and El Segundo Boulevard.

Ms. Acuna stated that the project was still on tract and that the developer was preparing to submit construction plans for review.

Ms. Kranitz stated that the property was recently sold to a different developer, however, added that they would still build in accordance with the plans that were issued in the terms that were under the development agreement.

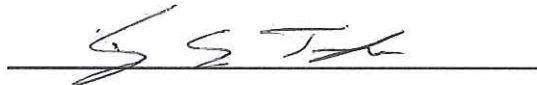
Chair Langley asked about the old hospital located on Marine Avenue within the City.

Ms. Vasquez stated that the City was currently engaged in litigation on this particular property and that staff could not comment any further at this time.

8. **ADJOURNMENT**

Chair Langley adjourned the meeting at 8:30 P.M.

Respectfully submitted,



GREG TSUJIUCHI, SECRETARY  
Planning and Environmental Quality Commission



STEPHEN LANGLEY, CHAIR  
Planning and Environmental Quality Commission



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: February 17, 2022

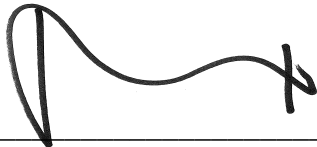
SUBJECT: WARRANT REGISTER  
PAYROLL REGISTER

February 22, 2022 TOTAL WARRANTS ISSUED: \$1,455,812.56

Wire Transfer: 12128-12131  
Prepay:  
Check Numbers: 166303-166465  
Checks Voided:

Total Pages of Register: 18

February 11, 2022 TOTAL PAYROLL ISSUED: \$1,646,600.76



for J. Ingrid Tsukiyama, City Treasurer

cc: City Clerk

vchlist  
02/15/2022 12:31:30PM

Voucher List  
CITY OF GARDENA

Page: 1

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12128	2/2/2022	104058 ADMINSURE INC.	020222		WORKERS' COMP CLAIMS	29,634.76
Total :						29,634.76
12129	2/4/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4713		HEALTH INSURANCE CLAIMS~	46,853.25
Total :						46,853.25
12130	2/9/2022	104058 ADMINSURE INC.	020822		WORKERS' COMP CLAIMS	30,760.36
Total :						30,760.36
12131	2/14/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4714		HEALTH INSURANCE CLAIMS~	20,632.36
Total :						20,632.36
166303	2/22/2022	111947 ACI/ATTERHOLT CONSTRUCTION	PERMIT #50020-0572		PERMIT DEPOSIT REFUND -16815 BRIC	5,000.00
Total :						5,000.00
166304	2/22/2022	108131 AECOM	PERMIT #16579		PERMIT DEPOSIT REFUND - 1600 W. 13	1,000.00
Total :						1,000.00
166305	2/22/2022	101748 AFTERMARKET PARTS COMPANY LLC, THE	82589482	037-10048	GTRANS AUTO PARTS	241.92
			82589533	037-10048	GTRANS AUTO PARTS	6,755.79
			82592291	037-10048	GTRANS AUTO PARTS	289.35
			82592292	037-10048	GTRANS AUTO PARTS	172.43
			82592487	037-10048	GTRANS AUTO PARTS	52.68
			82593452	037-10048	GTRANS AUTO PARTS	26.03
				037-10048		
			82593453	037-10048	GTRANS AUTO PARTS	24.03
			82593542	037-10048	GTRANS AUTO PARTS	36.87
Total :						7,599.10
166306	2/22/2022	101713 ALL AMERICAN ASPHALT	34041 01/25/22		VAN NESS & 139TH ST IMPROVEMENT,	275,096.72
				024-00802		
			34041 12/25/21	024-00802	VAN NESS & 139TH ST IMPROVEMENT,	32,017.85
Total :						307,114.57
166307	2/22/2022	110267 ALLIANT CONSULTING INC.	13442	037-10068	LABOR COMPLIANCE MONITORING & E	337.50

Page: 1

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166307	2/22/2022	110267 110267 ALLIANT CONSULTING INC.	(Continued)		<b>Total :</b>	<b>337.50</b>
166308	2/22/2022	101628 AQUA-FLO SUPPLY	SI1864628		PARK MAINT SUPPLIES	107.71
			SI866569		PARK MAINT SUPPLIES	2.84
					<b>Total :</b>	<b>110.55</b>
166309	2/22/2022	108625 ARAD OIL INC.	JANUARY 2022		CAR WASH	250.00
					<b>Total :</b>	<b>250.00</b>
166310	2/22/2022	105293 ARC DOCUMENT SOLUTIONS, LLC	11127798		REPROGRAPHIC SERVICES - JN 510 G	758.86
					<b>Total :</b>	<b>758.86</b>
166311	2/22/2022	101459 ASBURY ENVIRONMENTAL SERVICES	I500-00788228		USED OIL SERVICE CHARGE	95.00
			I500-00791579		HAZARDOUS WASTE DISPOSAL SERVI	99.23
			I500-00795022		E-WASTE RECYCLING	77.40
			I500-00795063		E-WASTE RECYCLING	82.48
					<b>Total :</b>	<b>354.11</b>
166312	2/22/2022	104687 AT&T	17699460		TELEPHONE	707.16
					<b>Total :</b>	<b>707.16</b>
166313	2/22/2022	616090 AT&T	3103232408 02/01/22		TELEPHONE	2,422.73
					<b>Total :</b>	<b>2,422.73</b>
166314	2/22/2022	108383 ATKINSON, ANDELSON, LOYA, RUDD & ROMC 641121			PROFESSIONAL SERVICES	16,370.55
					<b>Total :</b>	<b>16,370.55</b>
166315	2/22/2022	102880 AUTOPLEX, INC.	13521		2021 FORD INTRCPTR #1614731 OIL &	85.02
					<b>Total :</b>	<b>85.02</b>
166316	2/22/2022	110686 AZTECH ELEVATOR COMPANY	AZ17067	024-00757	ELEVATOR MAINTENANCE - NCC	285.00
			AZ17068	024-00757	ELEVATOR MAINTENANCE - PW	285.00
			AZ17069	024-00757	ELEVATOR MAINTENANCE - CITY HALL	100.00
			AZ17070	024-00757	ELEVATOR MAINTENANCE - NCC	100.00
					<b>Total :</b>	<b>770.00</b>
166317	2/22/2022	412610 BANK OF NEW YORK MELLON, THE	252-2448665		ADMIN FEE - SBRPCA REFUNDING RE\	1,970.00

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166317	2/22/2022	412610 412610 BANK OF NEW YORK MELLON, THE	(Continued)			<b>Total : 1,970.00</b>
166318	2/22/2022	110190 BASNET FAMILY CHILD CARE	JANUARY 2022		CHILD CARE PROVIDER	9,186.00
					<b>Total :</b>	<b>9,186.00</b>
166319	2/22/2022	103641 BECNEL UNIFORMS	43450		BUS UNIFORM SUPPLIES	339.40
			43741		BUS UNIFORM SUPPLIES	688.65
					<b>Total :</b>	<b>1,028.05</b>
166320	2/22/2022	111875 BOA ARCHITECTURE	21-2946-1	024-00805	FIRE STATION #158 ROOF REPLACEMENT	34,750.00
					<b>Total :</b>	<b>34,750.00</b>
166321	2/22/2022	108715 BOBBS, CINDY	JANUARY 2022		CHILD CARE PROVIDER	3,972.00
					<b>Total :</b>	<b>3,972.00</b>
166322	2/22/2022	110538 CANNON COMPANY	79041	024-00787	VAN NESS & 139TH ST IMPROVEMENT	15,220.75
					<b>Total :</b>	<b>15,220.75</b>
166323	2/22/2022	823003 CARL WARREN & COMPANY	JANUARY 2022		CLAIMS MANAGEMENT	1,577.25
					<b>Total :</b>	<b>1,577.25</b>
166324	2/22/2022	110605 CHANDLER ASSET MANAGEMENT	2201GARDENA	013-00029	INVESTMENT MGMT SERVICES - JANU	2,171.03
					<b>Total :</b>	<b>2,171.03</b>
166325	2/22/2022	108378 CHARLES E. THOMAS COMPANY INC.	78674	037-10045	DESIGNATED OPERATOR SERVICES	200.00
			79840	037-10045	TLS350 SERVICE REPAIR	1,849.56
					<b>Total :</b>	<b>2,049.56</b>
166326	2/22/2022	103127 CHILD 2 CHILD CONNECTION, FAMILY DAY C/	JANUARY 2022		CHILD CARE PROVIDER	2,448.00
					<b>Total :</b>	<b>2,448.00</b>
166327	2/22/2022	110985 CIVICPLUS, LLC	220609	034-00510	RECREATION MGMT SOFTWARE LICEN	11,283.34
					<b>Total :</b>	<b>11,283.34</b>
166328	2/22/2022	111534 CLEAN ENERGY	CE12466988	037-10056	GTRANS OFFSITE CNG FUELING SERV	45,245.42
					<b>Total :</b>	<b>45,245.42</b>
166329	2/22/2022	103465 COMMUNITY VETERINARY HOSPITAL	458541		VETERINARY SERVICES - MAXO	219.00

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166329	2/22/2022	103465 103465 COMMUNITY VETERINARY HOSPITAL	(Continued)		<b>Total :</b>	<b>219.00</b>
166330	2/22/2022	102388 COPYLAND, INC.	76231	037-10047	FY22 PROFESSIONAL PRINTING AND C	1,346.94
			77696	037-10047	GTRANS COLOR BUSINESS CARDS	109.95
			77760	037-10047	GTRANS - COLOR BUSINESS CARDS	165.76
					<b>Total :</b>	<b>1,622.65</b>
166331	2/22/2022	109913 COSTAR REALTY INFORMATION INC.	115606104		COSTAR SUITE - FEBRUARY 2022	1,060.66
					<b>Total :</b>	<b>1,060.66</b>
166332	2/22/2022	104543 COUNTY OF LOS ANGELES	IN1055502		BACKFLOW ASSEMBLY - CIVIC CENTE	296.00
			IN1059254		BACKFLOW ASSEMBLY - GTRANS BLD	296.00
			IN1059276		BACKFLOW ASSEMBLY - VEMONT MEC	148.00
			IN1059921		BACKFLOW ASSEMBLY - FACILITY ID #	296.00
			IN1060039		PUBLIC HEALTH FEE - BELL MEMORIAL	74.00
			IN1061220		BACKFLOW ASSEMBLY - VEMONT MEC	148.00
			IN1061221		BACKFLOW ASSEMBLY - VEMONT MEC	148.00
			IN1061324		BACKFLOW ASSEMBLY - PD BLDG	74.00
			IN1061325		BACKFLOW ASSEMBLY - ROWLEY PAR	370.00
			IN1061326		BACKFLOW ASSEMBLY - HARVARD PAI	74.00
			IN1061328		BACKFLOW ASSEMBLY - FREEMAN PAI	148.00
			IN1061844		BACKFLOW ASSEMBLY - CITY HALL	143.00
					<b>Total :</b>	<b>2,215.00</b>
166333	2/22/2022	104543 COUNTY OF LOS ANGELES	IN1061327		BACKFLOW ASSEMBLY - MAS FUKAI P/	148.00
					<b>Total :</b>	<b>148.00</b>
166334	2/22/2022	103512 CRENSHAW LUMBER CO.	40136		STREET MAINT SUPPLIES	11.61
					<b>Total :</b>	<b>11.61</b>
166335	2/22/2022	103353 CRM COMPANY, LLC.	LA19664		SCRAP TIRE DISPOSAL FEE	124.50
			LA19698		SCRAP TIRE DISPOSAL FEE	69.50
					<b>Total :</b>	<b>194.00</b>
166336	2/22/2022	110844 DATA GEAR, INC.	43255	035-01101	VIDEO POLICING SYSTEM CAMERA M/	400.00
					<b>Total :</b>	<b>400.00</b>
166337	2/22/2022	105951 DECALS BY DESIGN, INC.	16453		GTRANS BUS DECALS	218.62

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166337	2/22/2022	105951 105951 DECALS BY DESIGN, INC.	(Continued)		<b>Total :</b>	<b>218.62</b>
166338	2/22/2022	303459 DEPARTMENT OF JUSTICE	559194		FINGERPRINT APPS - JANUARY 2022	2,178.00
					<b>Total :</b>	<b>2,178.00</b>
166339	2/22/2022	303377 DEPARTMENT OF TRANSPORTATION	SL220748		SIGNALS & LIGHTING - ARTESIA BLVD	305.88
					<b>Total :</b>	<b>305.88</b>
166340	2/22/2022	312117 DEPARTMENT OF WATER & POWER	020122		LIGHT & POWER	67.91
					<b>Total :</b>	<b>67.91</b>
166341	2/22/2022	105182 DIRECTV	064118066X220120		DIRECTV SERVICE - BUSINESS XTRA -	2,301.21
					<b>Total :</b>	<b>2,301.21</b>
166342	2/22/2022	111602 DR. PAUL'S IMMEDIATE CARE	123021		COVID-19 RAPID TESTS FOR CITY PER	375.00
					<b>Total :</b>	<b>375.00</b>
166343	2/22/2022	111868 EDS FENCING	3424	024-00774	MAS FUKAI PARK IMPROVEMENTS, JN	83,730.00
					<b>Total :</b>	<b>83,730.00</b>
166344	2/22/2022	110532 ELECTRIC CAR SALES & SERVICE	29516		GTRANS AUTO PARTS	396.90
			29992		GTRANS AUTO PARTS	992.24
			29995		GTRANS AUTO PARTS	44.09
			30002		GTRANS AUTO PARTS	385.85
					<b>Total :</b>	<b>1,819.08</b>
166345	2/22/2022	107353 EMERGENCY RESPONSE CRIME SCENE, CLE T2022-131			SANITIZE & CLEANUP SIDEWALK AND	750.00
					<b>Total :</b>	<b>750.00</b>
166346	2/22/2022	107690 ENLIGHTENMENT CHILD, DEVELOPMENT CEI JANUARY 2022			CHILD CARE PROVIDER	6,558.00
					<b>Total :</b>	<b>6,558.00</b>
166347	2/22/2022	106459 ENTERPRISE FM TRUST	FBN4394418	023-01347	ENTERPRISE LEASE - FEBRUARY 2022	13,396.39
			FBN4405270	023-01347	ENTERPRISE LEASE - FEBRUARY 2022	5,223.20
					<b>Total :</b>	<b>18,619.59</b>
166348	2/22/2022	107510 ESCALANTE, WENDY E.	JANUARY 2022		CHILD CARE PROVIDER	6,776.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166348	2/22/2022	107510 107510 ESCALANTE, WENDY E.	(Continued)		<b>Total :</b>	<b>6,776.00</b>
166349	2/22/2022	109426 ESPINOSA, VANESSA	01/23-02/05/22		PROFESSIONAL SERVICES - CASE WO	1,512.00
					<b>Total :</b>	<b>1,512.00</b>
166350	2/22/2022	105650 EWING IRRIGATION PRODUCTS	15968646		PARK MAINT SUPPLIES	104.03
			16005518		PARK MAINT SUPPLIES	27.37
					<b>Total :</b>	<b>131.40</b>
166351	2/22/2022	105367 FACILITIES PROTECTION SYSTEMS	70588	037-10057	PREVENTATIVE MAINTENANCE SERVICE	5,220.00
					<b>Total :</b>	<b>5,220.00</b>
166352	2/22/2022	106129 FEDEX	7-629-03515		SHIPPING SERVICES	39.10
					<b>Total :</b>	<b>39.10</b>
166353	2/22/2022	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT 2504452201			DRUG TEST/ADMIN FEE	360.36
					<b>Total :</b>	<b>360.36</b>
166354	2/22/2022	109315 FLEETCREW, INC.	1677		UNIT #44 DURATHON SERVICE	409.95
			1678		UNIT #45 DURATHON SERVICE	409.95
					<b>Total :</b>	<b>819.90</b>
166355	2/22/2022	108974 FLEX TECHNOLOGIES, INC.	04149		GTRANS AUTO SUPPLIES	192.04
			04168		GTRANS AUTO SUPPLIES	381.06
					<b>Total :</b>	<b>573.10</b>
166356	2/22/2022	206778 FOX, TODD M.	01/10-01/14		TRAINING - EXECUTIVE DEVELOPMENT	250.00
					<b>Total :</b>	<b>250.00</b>
166357	2/22/2022	112566 GALLS, LLC	BC1536496		PD UNIFORM SUPPLIES	890.81
			BC1536497		PD UNIFORM SUPPLIES	890.81
					<b>Total :</b>	<b>1,781.62</b>
166358	2/22/2022	107724 GARCIA, CLAUDIA CRISTINA	JANUARY 2022		CHILD CARE PROVIDER	9,626.00
					<b>Total :</b>	<b>9,626.00</b>
166359	2/22/2022	207133 GARCIA, NANCY C.	JANUARY 2022		CHILD CARE PROVIDER	7,568.00



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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166359	2/22/2022	207133 207133 GARCIA, NANCY C.	(Continued)		<b>Total :</b>	<b>7,568.00</b>
166360	2/22/2022	111950 GARCIA, REBECCA	UNIFORM		ADVANCED UNIFORM ALLOWANCE	350.00
					<b>Total :</b>	<b>350.00</b>
166361	2/22/2022	107030 GARDENA AUTO PARTS	126160CREDIT		PW AUTO PARTS	-60.08
			129597CREDIT		SEWER PROGRAM SUPPLIES	-34.11
			141150		PD AUTO PARTS	27.54
			144409		PD AUTO PARTS	65.55
			144755		PD AUTO PARTS	25.36
			147094		PD AUTO PARTS	96.26
			148333		PW AUTO PARTS	10.21
			148429		SEWER PROGRAM SUPPLIES	349.20
			148533		PW AUTO PARTS	10.39
			148570		SEWER PROGRAM SUPPLIES	87.49
			148571		SEWER PROGRAM SUPPLIES	70.24
			148572		SEWER PROGRAM SUPPLIES	37.80
			148696		SEWER PROGRAM SUPPLIES	229.25
			148705		PW AUTO PARTS	458.51
					<b>Total :</b>	<b>1,373.61</b>
166362	2/22/2022	107011 GARDENA VALLEY NEWS, INC.	00110482 12/30/21		ADVERTISING - WEB SPORT TAB BUS I	22.00
			00110913		ADVERTISING - BUS RIDE	511.38
			00114744		RESOLUTION NO. 6545 - CALLING FOR	266.00
			00114858		NOTICE OF PUBLIC HEARING - ORIDN/	196.00
			0114204		NOTICE INVITING BIDS - GTRANS ON-S	1,344.00
					<b>Total :</b>	<b>2,339.38</b>
166363	2/22/2022	619005 GAS COMPANY, THE	020322		GAS	15,438.75
			020822		CNG FUEL	1,386.97
					<b>Total :</b>	<b>16,825.72</b>
166364	2/22/2022	619004 GOLDEN STATE WATER CO.	022222		WATER	5,056.42
					<b>Total :</b>	<b>5,056.42</b>
166365	2/22/2022	107513 GRAINGER	9152748977		BUS FACILITY SUPPLIES	12.45
			9192599521		BUS FACILITY SUPPLIES	454.00
			9193501211		BLDG MAINT SUPPLIES	100.51

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166365	2/22/2022	107513 GRAINGER	(Continued)			
			9193849875		BUS FACILITY SUPPLIES	92.37
			9196699822		BUS FACILITY SUPPLIES	76.40
			9209344275		BUS FACILITY SUPPLIES	381.56
					<b>Total :</b>	<b>1,117.29</b>
166366	2/22/2022	110435 GUERRERO, ANGELICA	JANUARY 2022		CHILD CARE PROVIDER	7,809.00
					<b>Total :</b>	<b>7,809.00</b>
166367	2/22/2022	108012 H&H AUTO PARTS WHOLESALE	1CR0068759		PW AUTO PARTS	-107.31
			1IN0475392		PW AUTO PARTS	697.16
					<b>Total :</b>	<b>589.85</b>
166368	2/22/2022	110588 H&H NURSERY	16322		PARK MAINT SUPPLIES	179.74
					<b>Total :</b>	<b>179.74</b>
166369	2/22/2022	111484 HANNA, BROPHY, MACLEAN,, MCALEER & JET	2049627		PROFESSIONAL SERVICES	180.00
					<b>Total :</b>	<b>180.00</b>
166370	2/22/2022	108607 HENDERSON-BATISTE, TANEKA	JANUARY 2022		CHILD CARE PROVIDER	4,544.00
					<b>Total :</b>	<b>4,544.00</b>
166371	2/22/2022	108434 HOME DEPOT CREDIT SERVICES	1270359		HOME IMPROVEMENT PROGRAM	247.86
			2904434		REC PROGRAM SUPPLIES	190.67
			4040046		REC PROGRAM SUPPLIES	15.35
			5031489		PARK MAINT SUPPLIES	22.02
			5041751		PARK MAINT SUPPLIES	30.78
			5055621		PARK MAINT SUPPLIES	19.78
			5272784		PARK MAINT SUPPLIES	-30.78
			6034639		GTRANS MAINT SUPPLIES	194.00
			6123807		GTRANS MAINT SUPPLIES	-725.11
				G		
			6522041		REC PROGRAM SUPPLIES	64.65
			7907134		REC PROGRAM SUPPLIES	439.90
			8020148		GTRANS MAINT SUPPLIES	118.71
			9044730		REC PROGRAM SUPPLIES	29.69
					<b>Total :</b>	<b>617.52</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166372	2/22/2022	108430 HOME PIPE & SUPPLY	F36212		BLDG MAINT SUPPLIES	192.53
					<b>Total :</b>	<b>192.53</b>
166373	2/22/2022	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	39511		PD PROGRAM SUPPLIES	395.37
					<b>Total :</b>	<b>395.37</b>
166374	2/22/2022	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO. 130102250			GTRANS AUTO PARTS	697.53
					<b>Total :</b>	<b>697.53</b>
166375	2/22/2022	110733 J & S PROPERTY MANAGEMENT AND, MAINTN 6110			LANDSCAPE MAINTENANCE SERVICE	1,295.00
					<b>Total :</b>	<b>1,295.00</b>
166376	2/22/2022	108579 J.D. FIELDS LUMBER COMPANY	3019		STREET MAINT SUPPLIES	50.91
					<b>Total :</b>	<b>50.91</b>
166377	2/22/2022	108555 JALISCO TIRE & AUTO REPAIR	011422		FLATS REPAIR	10.00
			013122		FLATS REPAIR	15.00
			020122		(6) FLATS REPAIR, TIRE MOUNT & BALANCE	80.00
					<b>Total :</b>	<b>105.00</b>
166378	2/22/2022	107642 JAPANESE AUTOMOTIVE CENTER, INC.	0295675		2012 FORD F350 #1384709 SERVICE	80.56
			0295710		2012 FORD F350 #1384708 SERVICE	80.56
			0295735		2012 FORD F350 #1384710 SERVICE	73.56
					<b>Total :</b>	<b>234.68</b>
166379	2/22/2022	105226 JEKAL FAMILY CHILD CARE	JANUARY 2022		CHILD CARE PROVIDER	7,983.00
					<b>Total :</b>	<b>7,983.00</b>
166380	2/22/2022	111750 JL GROUP LLC	21-036.1	035-01102	PD INVESTIGATION SERVICES	10,985.00
					<b>Total :</b>	<b>10,985.00</b>
166381	2/22/2022	110853 JONES & MAYER	107481		ATTORNEY SERVICES	155.85
			107499		ATTORNEY SERVICES	467.56
					<b>Total :</b>	<b>623.41</b>
166382	2/22/2022	110456 KHAIRZADA FAMILY CHILD CARE	JANUARY 2022		CHILD CARE PROVIDER	1,260.00
					<b>Total :</b>	<b>1,260.00</b>

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166383	2/22/2022	111517 KIRK'S AUTOMOTIVE INC.	1057257 1057258		GTRANS SHOP SUPPLIES GTRANS SHOP SUPPLIES	113.31 678.90
					<b>Total :</b>	<b>792.21</b>
166384	2/22/2022	111045 KJ SERVICES	2355	020-00035	BOTTLE & CAN RECYCLING PROGRAM	467.50
					<b>Total :</b>	<b>467.50</b>
166385	2/22/2022	312240 L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	21110802487 21110802822	024-00769 024-00769	INDUSTRIAL WASTE SERVICES TRAFFIC SIGNAL MAINT - HIGHWAY SA	14,618.05 1,968.89
					<b>Total :</b>	<b>16,586.94</b>
166386	2/22/2022	112436 L.A. TIMES	10020731057 01/22/22		SUBSCRIPTION RENEWAL - ACCT #100	93.02
					<b>Total :</b>	<b>93.02</b>
166387	2/22/2022	109939 LA UNIFORMS & TAILORING	11372 11440		PD UNIFORM SUPPLIES PD UNIFORM SUPPLIES	99.17 653.18
					<b>Total :</b>	<b>752.35</b>
166388	2/22/2022	112015 LACERDA, DALVANICE	JANUARY 2022		CHILD CARE PROVIDER	9,340.00
					<b>Total :</b>	<b>9,340.00</b>
166389	2/22/2022	105874 LAWSON PRODUCTS, INC.	9309230125 9309243325		BUS SHOP SUPPLIES BUS SHOP SUPPLIES	294.55 3.59
					<b>Total :</b>	<b>298.14</b>
166390	2/22/2022	110777 LEARN N PLAY FAMILY DAYCARE	JANUARY 2022		CHILD CARE PROVIDER	5,080.00
					<b>Total :</b>	<b>5,080.00</b>
166391	2/22/2022	102376 LEXISNEXIS RISK SOLUTIONS	1328345-20220131		MONTHLY SUBSCRIPTION FEE	1,960.70
					<b>Total :</b>	<b>1,960.70</b>
166392	2/22/2022	102233 LITTLE PEOPLE DAY CARE	JANUARY 2022		CHILD CARE PROVIDER	7,072.00
					<b>Total :</b>	<b>7,072.00</b>
166393	2/22/2022	109517 LOAD N' GO BUILDING MATERIALS	21889		STREET MAINT SUPPLIES	96.84
					<b>Total :</b>	<b>96.84</b>
166394	2/22/2022	312665 LOS ANGELES SUPERIOR COURT	OCT-DEC 2021	035-01128	PARKING CITATION SURCHARGE	58,094.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166394	2/22/2022	312665 312665 LOS ANGELES SUPERIOR COURT	(Continued)			<b>Total : 58,094.00</b>
166395	2/22/2022	112602 LUBRICATION ENGINEERS, INC.	IN466982		ENGINE OIL	2,373.12
					<b>Total :</b>	<b>2,373.12</b>
166396	2/22/2022	109563 LUCKY LADY CASINO	JANUARY2022		ECONOMIC ASSISTANCE - JANUARY 20	50,587.38
					<b>Total :</b>	<b>50,587.38</b>
166397	2/22/2022	112607 LUMINATOR TECHNOLOGY GROUP INC	590869	037-10092	BUS SHOP SUPPLIES	1,621.45
					<b>Total :</b>	<b>1,621.45</b>
166398	2/22/2022	112615 LU'S LIGHTHOUSE, INC.	01212075	037-10063	GTRANS SHOP SUPPLIES	477.61
			01212150	037-10063	GTRANS SHOP SUPPLIES	131.22
					<b>Total :</b>	<b>608.83</b>
166399	2/22/2022	113036 MANERI SIGN CO., INC.	400112301		DECALS- 16" X 3.625" "DOWNTOWN LA	1,039.66
					<b>Total :</b>	<b>1,039.66</b>
166400	2/22/2022	813030 MANNING & KASS	724338		LEGAL SERVICES	6,709.35
					<b>Total :</b>	<b>6,709.35</b>
166401	2/22/2022	107644 MARTINEZ, CHERYL NAOMI	JANUARY 2022		CHILD CARE PROVIDER	8,649.00
					<b>Total :</b>	<b>8,649.00</b>
166402	2/22/2022	104773 MARTINEZ, KAMBY	JANUARY 2022		CHILD CARE PROVIDER	8,359.00
					<b>Total :</b>	<b>8,359.00</b>
166403	2/22/2022	113046 MARX BROS. FIRE EXTINGUISHER, CO., INC.	P30668		FIRE EXTINGUISHER SERVICE - PW	1,293.60
			P30669		FIRE EXTINGUISHER SERVICE - PW	375.62
					<b>Total :</b>	<b>1,669.22</b>
166404	2/22/2022	104106 MCCAIN, INC.	INV0264378	024-00770	SIGNS/SIGNALS SUPPLIES	13,385.51
					<b>Total :</b>	<b>13,385.51</b>
166405	2/22/2022	113064 MCMASTER-CARR SUPPLY COMPANY	71945132		GTRANS SHOP SUPPLIES	44.54
			72026196		GTRANS SHOP SUPPLIES	67.62
			72030679		GTRANS SHOP SUPPLIES	207.01
			72043672		GTRANS SHOP SUPPLIES	435.45

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166405	2/22/2022	113064 MCMaster-CARR SUPPLY COMPANY	(Continued) 72106270 72120061 72509903		GTRANS SHOP SUPPLIES GTRANS SHOP SUPPLIES GTRANS SHOP SUPPLIES <b>Total :</b>	187.54 367.80 24.53 <b>1,334.49</b>
166406	2/22/2022	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC 22312			SERVICE AGREEMENT PLAN <b>Total :</b>	135.00 <b>135.00</b>
166407	2/22/2022	110685 NRM & ASSOCIATES	009-2022	037-09847	PROJECT MANAGEMENT SERVICES FO <b>Total :</b>	2,375.00 <b>2,375.00</b>
166408	2/22/2022	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	74186316 74266880 74268565		RANDOM TEST & PHYSICAL RECERTIF RANDOM TEST & PHYSICAL RECERTIF PHYSICAL RECERTIFICATION <b>Total :</b>	605.50 2,416.00 103.00 <b>3,124.50</b>
166409	2/22/2022	115168 OFFICE DEPOT	219126094 221059721 221060018 221157079 222719078 223692327		PD OFFICE SUPPLIES BUS OFFICE SUPPLIES BUS OFFICE SUPPLIES FINANCE OFFICE SUPPLIES CM OFFICE SUPPLIES PD OFFICE SUPPLIES <b>Total :</b>	31.32 66.12 47.65 79.64 133.95 24.88 <b>383.56</b>
166410	2/22/2022	111358 O'REILLY AUTO PARTS	196387 196918 JUL-SEP 21/NOV-JAN22		GTRANS AUTO PARTS SEWER PROGRAM SUPPLIES EB CREDIT <b>Total :</b>	36.91 90.60 -86.37 <b>41.14</b>
166411	2/22/2022	115810 ORKIN PEST CONTROL	222816258 222816537 225883477		PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703 <b>Total :</b>	237.00 237.00 237.00 <b>711.00</b>
166412	2/22/2022	109890 OWUSU FAMILY CHILD CARE	JANUARY 2022		CHILD CARE PROVIDER <b>Total :</b>	8,513.00 <b>8,513.00</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166413	2/22/2022	110403 PENN RECORDS MANAGEMENT	0128141		OFF-SITE STORAGE SERVICES - JANU	54.25
					<b>Total :</b>	<b>54.25</b>
166414	2/22/2022	116140 PETE'S ROAD SERVICE, INC.	560427		DISMOUNT & MOUNT LABOR TRUCK TI	191.00
					<b>Total :</b>	<b>191.00</b>
166415	2/22/2022	108628 PETROLEUM MARKETING EQUIPMENT	3171682		PW AUTO SUPPLIES	341.42
					<b>Total :</b>	<b>341.42</b>
166416	2/22/2022	307108 PETTY CASH FUND	09/30/21-02/07/22		REPLENISH PETTY CASH	334.35
					<b>Total :</b>	<b>334.35</b>
166417	2/22/2022	105574 PINNACLE PETROLEUM, INC.	0269132	037-10038	87 OCTANE REGULAR UNLEADED CAR	34,334.52
					<b>Total :</b>	<b>34,334.52</b>
166418	2/22/2022	105574 PINNACLE PETROLEUM, INC.	0269130	037-10038	87 OCTANE REGULAR UNLEADED CAR	32,288.13
					<b>Total :</b>	<b>32,288.13</b>
166419	2/22/2022	111883 PROJECT PARTNERS, INC.	10478	024-00783	PROJECT MANAGEMENT SERVICES	10,560.00
					<b>Total :</b>	<b>10,560.00</b>
166420	2/22/2022	106092 PRUDENTIAL OVERALL SUPPLY	42697770	034-00508	CUSTODIAL SUPPLIES	2,273.29
			42697771		UNIFORM & SUPPLY RENTAL	149.23
			42697772		UNIFORM & SUPPLY RENTAL	47.16
			42697773		UNIFORM & SUPPLY RENTAL	50.10
					<b>Total :</b>	<b>2,519.78</b>
166421	2/22/2022	104868 PYRO-COMM SYSTEMS, INC.	178938	037-09956	SECURITY ALARM MONITORIING - BLD	345.00
					<b>Total :</b>	<b>345.00</b>
166422	2/22/2022	100147 RCI IMAGE SYSTEMS	76906		MICROFICHE SCANNING - 15609 ATKIN	72.77
			76907		MICROFICHE SCANNING - 14612 DUBL	77.18
					<b>Total :</b>	<b>149.95</b>
166423	2/22/2022	118228 REGENTS OF THE UNIVERSITY OF, THE	11057398		CA TORT GUIDE 3RD UPDATE 22	287.67
					<b>Total :</b>	<b>287.67</b>
166424	2/22/2022	118476 RICOH USA, INC.	9029475994		RICOH DD6650P COPIER LEASE - PRIN	556.24

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166424	2/22/2022	118476 RICOH USA, INC.	(Continued)			
			9029475997		RICOH COPIER LEASE & USAGE CHAR	2,331.33
			9029475998		RICOH MPC3503 COPIER LEASE - HS~	137.72
			9029476109		RICOH PRO8100SE COPIER LEASE - PI	380.97
			9029476216		RICOH MPC3503 COPIER LEASE - FCC	209.22
			9029476305		RICOH MPC3503 COPIER LEASE - SR. I	171.08
			9029476388		RICOH MPC3503 COPIER LEASE - GTR	182.17
			9029476394		RICOH MPC3503 COPIER LEASE - ADM	175.71
			9029526289		RICOH MPC4503 COPIER USAGE CHAF	545.52
					<b>Total :</b>	<b>4,689.96</b>
166425	2/22/2022	109323 RIVERAS LAWNMOWER SHOP, INC.	1400		PARK MAINT SUPPLIES	115.76
					<b>Total :</b>	<b>115.76</b>
166426	2/22/2022	119126 S.B.R.P.C.A.	04098	023-01326	Q2 FY2022 - PD VEHICLE BUILD OUT	63,082.70
					<b>Total :</b>	<b>63,082.70</b>
166427	2/22/2022	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	93108		PD PROGRAM SUPPLIES	11.03
			93121		BLDG MAINT SUPPLIES	41.90
			93142		GTRANS MAINT SUPPLIES	35.00
					<b>Total :</b>	<b>87.93</b>
166428	2/22/2022	119015 SAFETY-KLEEN CORPORATION	87895160		SERVICE AQUEOUS PARTS WASHER	901.35
					<b>Total :</b>	<b>901.35</b>
166429	2/22/2022	108654 SECTRAN SECURITY INC.	21121961		ARMORED TRANSPORATION SERVICE	1,757.44
					<b>Total :</b>	<b>1,757.44</b>
166430	2/22/2022	110731 SHAW HR CONSULTING, INC	002658		PROFESSIONAL SERVICES - PERSONN	300.00
			002706		PROFESSIONAL SERVICES - PERSONN	505.00
					<b>Total :</b>	<b>805.00</b>
166431	2/22/2022	106050 SHEHATA, AMY	JANUARY 2022		CHILD CARE PROVIDER	8,065.00
					<b>Total :</b>	<b>8,065.00</b>
166432	2/22/2022	119233 SHERWIN-WILLIAMS CO.	2208-9		STREET MAINT SUPPLIES	198.38
			5117-6		STREET MAINT SUPPLIES	922.79
			5264-6		STREET MAINT SUPPLIES	33.99



Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166432	2/22/2022	119233 119233 SHERWIN-WILLIAMS CO.	(Continued)		<b>Total :</b>	<b>1,155.16</b>
166433	2/22/2022	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8090072		2018 FORD INTRCPTR #1554678 OIL &	32.62
			8090352		2015 FORD INTRCPTR #1462842 SERVI	2,618.46
			8090374		2016 FORD INTRCPTR #1488057 SERVI	59.39
			8090376		2018 FORD INTRCPTR #1554674 SERVI	1,511.21
			8090413		2019 FORD INTRCPTR #1576878 SERVI	41.19
					<b>Total :</b>	<b>4,262.87</b>
166434	2/22/2022	119248 SIDEBOTHAM, RICHARD	08988		COUNTING MACHINE MAINT PARTS	150.00
					<b>Total :</b>	<b>150.00</b>
166435	2/22/2022	101649 SILVIA ESPINOZA FAMILY CHILD, CARE	JANUARY 2022		CHILD CARE PROVIDER	5,086.00
					<b>Total :</b>	<b>5,086.00</b>
166436	2/22/2022	119378 SMARDAN SUPPLY CO.	S3768821		BUS FACILITY MAINT SUPPLIES	703.29
					<b>Total :</b>	<b>703.29</b>
166437	2/22/2022	109531 SMILLIN, MAGE	JANUARY 2022		CHILD CARE PROVIDER	9,538.00
					<b>Total :</b>	<b>9,538.00</b>
166438	2/22/2022	107761 SOCAL STORMWATER RUNOFF, SOLUTION S 6114		037-10089	FACILITY STORMWATER COMPLIANCE	6,462.17
					<b>Total :</b>	<b>6,462.17</b>
166439	2/22/2022	119447 SOUTH BAY FORD	507892	035-01131	VEHICLE REPAIRS - 2015 FORD EXPL	2,520.89
					<b>Total :</b>	<b>2,520.89</b>
166440	2/22/2022	101249 SOUTH BAY TOYOTA	6960	034-00512	2022 TOYOTA HIGHLANDER HYBRID LE	45,945.52
					<b>Total :</b>	<b>45,945.52</b>
166441	2/22/2022	619003 SOUTHERN CALIFORNIA EDISON	020222		LIGHT & POWER	42,253.61
					<b>Total :</b>	<b>42,253.61</b>
166442	2/22/2022	103202 SOUTHERN COUNTIES LUBRICANTS, LLC	158563		DELO GRS EP2	1,847.74
					<b>Total :</b>	<b>1,847.74</b>
166443	2/22/2022	108238 SPARKLETTS	14211220 012622		DRINKING WATER FILTRATION SYSTEM	97.09

Voucher List  
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Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166443	2/22/2022	108238 108238 SPARKLETTS	(Continued)		<b>Total :</b>	<b>97.09</b>
166444	2/22/2022	111778 SPCALA	2021-1031	032-00091	ANIMAL SHELTER SERVICES	5,333.75
			2021-1130	032-00091	ANIMAL SHELTER SERVICES	5,333.75
			202112	032-00091	ANIMAL SHELTER SERVICES	5,333.75
					<b>Total :</b>	<b>16,001.25</b>
166445	2/22/2022	104126 SPECTRUM SOLUTIONS	0027122021122		CABLE & BACKUP INTERNET SERVICE	4,031.80
					<b>Total :</b>	<b>4,031.80</b>
166446	2/22/2022	119594 STANLEY PEST CONTROL	COG 0122		PEST CONTROL SERVICE - 1670 W 162	654.00
			COG 0122-1		PEST CONTROL SERVICE - 2320 W 149	117.00
					<b>Total :</b>	<b>771.00</b>
166447	2/22/2022	109877 STATEWIDE TRAFFIC SAFETY, AND SIGNS INC	02028305		STREET MAINT SUPPLIES	1,346.12
					<b>Total :</b>	<b>1,346.12</b>
166448	2/22/2022	110877 TAYLORING MINDS FAMILY CHILD, CARE	JANUARY 2022		CHILD CARE PROVIDER	3,522.00
					<b>Total :</b>	<b>3,522.00</b>
166449	2/22/2022	111864 TCS RISK MANAGEMENT SERVICES	11816	037-10082	WORKERS COMPENSATION PROGRAM	438.75
					<b>Total :</b>	<b>438.75</b>
166450	2/22/2022	110927 TECHNOLOGY RESOURCES CENTER, INC.	PERMIT #17048		PERMIT DEPOSIT REFUND - 14206 S. V	1,000.00
					<b>Total :</b>	<b>1,000.00</b>
166451	2/22/2022	111487 TERACAI CORPORATION	8079032	023-01374	WIFI ACCESS POINT MERAKI MR46E	2,709.93
					<b>Total :</b>	<b>2,709.93</b>
166452	2/22/2022	110818 TRANSIT AND PARATRANSIT CO.	T-2424	037-10103	BUS OPERATOR TRAINING MATERIALS	6,535.00
					<b>Total :</b>	<b>6,535.00</b>
166453	2/22/2022	111481 TRIO COMMUNITY MEALS, LLC	INV2230005357	034-00480	SENIOR FEEDING PROGRAM	10,641.33
			INV2230006205	034-00480	SENIOR FEEDING PROGRAM	1,759.59
			INV2230006206	034-00480	SENIOR FEEDING PROGRAM	9,462.68
					<b>Total :</b>	<b>21,863.60</b>
166454	2/22/2022	100896 U.S. BANK	6336420		ADMIN FEES & INCIDENTAL EXPENSES	2,500.00

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166454	2/22/2022	100896 U.S. BANK	(Continued) 6368240		ADMIN FEES & INCIDENTAL EXPENSES	2,645.00
					<b>Total :</b>	<b>5,145.00</b>
166455	2/22/2022	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	FINANCE 01/24/22 HR 01/24/22 ROMERO 01/24/22 SANTIN 12/22/21 V.OSORIO 01/24/22	034-00511	CAL CARD STATEMENT 12/23-01/24/22 CAL CARD STATEMENT 12/23-01/24/22 CAL CARD STATEMENT 12/23-01/24/22 CAL CARD STATEMENT 11/23-12/22/21 CAL CARD STATEMENT 12/23-01/24/22	7,410.63 1,626.72 238.97 14,674.78 417.10
					<b>Total :</b>	<b>24,368.20</b>
166456	2/22/2022	109220 U.S. BANK EQUIPMENT FINANCE	463919332		RICOH MPC4503 COPIER LEASE - CD	338.50
					<b>Total :</b>	<b>338.50</b>
166457	2/22/2022	121275 UNDERGROUND SERVICE ALERT, OF SC	120220281		NEW TICKETS	173.35
					<b>Total :</b>	<b>173.35</b>
166458	2/22/2022	121010 UNITED RENTALS	200663363		RENTAL - ARTICULATED BOOM LIFTS	43.55
					<b>Total :</b>	<b>43.55</b>
166459	2/22/2022	105549 VALDEZ, MATILDE	JANUARY 2022		CHILD CARE PROVIDER	12,252.00
					<b>Total :</b>	<b>12,252.00</b>
166460	2/22/2022	119001 VENCO WESTERN, INC	31581FL-IN 31771-IN	024-00742	MAS FUKAI PARK IMPROVEMENTS, JN GARDENA WELCOME SIGN - ARTESIA I	800.00 876.00
					<b>Total :</b>	<b>1,676.00</b>
166461	2/22/2022	104107 WAXIE SANITARY SUPPLY	80616722 80617318		BUS WASH SUPPLIES BUS WASH SUPPLIES	56.03 175.96
					<b>Total :</b>	<b>231.99</b>
166462	2/22/2022	123154 WEST COAST ARBORISTS, INC.	182143	024-00765	TREE TRIMMING SERVICES FY 2022	32,600.10
					<b>Total :</b>	<b>32,600.10</b>
166463	2/22/2022	119387 WEX BANK	78289480		FUEL PURCHASES	107.98
					<b>Total :</b>	<b>107.98</b>
166464	2/22/2022	125001 YAMADA COMPANY, INC.	81547		TREE PROGRAM SUPPLIES	410.07

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
166464	2/22/2022	125001 YAMADA COMPANY, INC.	(Continued)			
			81624		TREE PROGRAM SUPPLIES	88.04
			81629		PW MAINT SUPPLIES	100.48
			81645		PARK MAINT SUPPLIES	63.46
					<b>Total :</b>	<b>662.05</b>
166465	2/22/2022	107051 ZAVALETA, MARITZA	JANUARY 2022		CHILD CARE PROVIDER	2,888.00
					<b>Total :</b>	<b>2,888.00</b>
167 Vouchers for bank code : usb						<b>Bank total : 1,455,812.56</b>
167 Vouchers in this report						<b>Total vouchers : 1,455,812.56</b>

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 18 inclusive of the check register are accurate and funds are available for payment thereof.

By:   
Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages 1 to 18 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:

_____	<u>02/22/22</u>
Mayor	Date

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

Acknowledged:

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date



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

1. Report the count of confirmed COVID-19 employee cases.  
Total Count: One-Hundred Sixty (160)
  - a. Administrative Services Department: Five (5)
  - b. City Clerk's Office: Three (3)
  - c. Elected & City Manager's Offices: One (1)
  - d. Community Development Department: Four (4)
  - e. Transportation Department: Fifty-One (51)
  - f. Police Department: Forty-Six (46)
  - g. Public Works Department: Twenty-Five (25)
  - h. Recreation & Human Services Department: Twenty-Five (25)
2. Request City Council approval to revise the City's Classification and Compensation Plan to collapse the salary schedule of Assistant Site Manager I, II, III classification from Schedules 5, 8, 13 to Schedule 28 (\$3,085 – \$3,938/month) effective February 22, 2022. The schedule adjustment is being made to maintain external salary parity.  
Job Description attached. *Attachment 1*  
Classification and Compensation Schedule attached. *Attachment 2*
3. Request City Council approval for Hon. Judy Hersher, Ret. serve as the Administrative Hearing Officer in the Kenneth Miller Termination Appeal. Resume Attached. *Attachment 3*
4. Report the Appointment of the following individuals:
  - a. **LILIANA MARTINEZ**, to the position of Transit Marketing Coordinator, Schedule 54 (\$5,859 - \$7,478/month) with the Transportation Department effective January 31, 2022.
  - b. **ARANTXA SANCHEZ**, to the position of Transit Maintenance Coordinator, Schedule 43 (\$4,467 - \$5,702/month) with the Transportation Department effective January 30, 2022.
5. Report the Promotion of **BRANDON PASTRE**, to the position of Senior Building Maintenance Worker, Schedule 47 (\$4,930 - \$6,293/month) with the Public Works Department, effective December 26, 2021.
6. Report the Separation of the following individuals:
  - a. Senior Transit Utility Specialist, **KENNETH MILLER**, of the Transportation Department effective January 20, 2022. Mr. Miller provided fourteen years and six months of service to the City.
  - b. Human Resources Coordinator, **BRENDA PALOMERA**, of the Administrative Services Department effective January 28, 2022. Ms. Palomera provided two months of service to the City.
  - c. Police Officer, **HAE SEO**, of the Police Department effective February 4, 2022. Ms. Seo provided eight months of service to the City.

- d. Bus Operator, **KENNEDI BROWN**, of the Transportation Department effective February 13, 2022. Ms. Brown provided ten months of service to the City.
- 7. Report the recruitment for the Open/Competitive position of Human Resources Analyst (Administrative Services Department). This recruitment is open until filled.
- 8. Report the recruitment for the Open/Competitive position of Economic Development Manager (Community Development Department). This recruitment is open until filled.
- 9. Report the recruitment for the Open/Competitive position of Lead Equipment Mechanic (GTrans Department). This recruitment is scheduled to close March 1, 2022.
- 10. Report the recruitment for the Open/Competitive position of Engineering Technician (Public Works Department). This recruitment closed on February 11, 2022.

## **MEAL SERVICES COORDINATOR**

(Job Summary)

### **Description**

The part-time Meal Service Coordinator position in the Recreation and Human Services Department. May work up to 30 hours per week. Under general supervision, the Meal Services Coordinator is responsible for menu planning, ordering of meals, packaging and serving meals, managing the kitchen, delivering meals in the absence of volunteers, recruitment and training of volunteers, and organizing an effective schedule of social and recreational activities.

### **Representative Duties**

- Plan, assist and monitor daily meal program including ordering of meals and creation of monthly menu;
- Maintains temperature logs for receiving, holding and serving food;
- Responsible for serving 30-400 meals to seniors at the Senior Center and for home delivery;
- Packages meals for delivery and placing in coolers;
- Recruit, interview, train and supervise volunteers to assist with meal service;
- Route home delivered meals and arrange schedules for volunteers;
- Produce monthly & quarterly reports for grant and tracks user data;
- Lead staff person for serving daily program and special events;
- Enforcement of Department policy and procedures, rules and regulations;
- Answer telephones, dispense information and take messages;
- Respond to inquiries, complaints, or requests for information and services;
- Maintain and complete accurate reports such as incident / accident reports, and attendance;
- Supervises established program;
- Interacts with and assists in the supervision of participants at all times;
- Establish, maintain and foster positive and harmonious working relationships with fellow employees and participants;
- Performs registration via Department software;
- Computer knowledge for data entry utilizing LA County's GetCare Reporting system;
- Produce flyers/menu with computer software for special programs and events;
- Determine and arrange for supplies, equipment and facilities needed for activities and events;
- Maintain and supervise use of program supplies, equipment and facilities;
- Perform cleaning & sanitizing of kitchen and multipurpose room;
- Work a varying schedule and report promptly;
- Work with Volunteers for meal delivery and in kitchen volunteers;
- Able to drive to different site location/HDM route if necessary.
- Performs other appropriate tasks as assigned.

## **QUALIFICATIONS GUIDE**

### **Education and/or Experience**

High school graduate or equivalent GED and a minimum of one year of paid or volunteer experience in social services programs, preferably with senior citizens, in projects similar to the Gardena Nutrition Program. Bilingual Spanish, Korean, Japanese, highly desirable.

### **Knowledge and Abilities**

Good customer service practices; Knowledge of safe food handling and health practices.

Present a courteous, professional public image to the public and citizens; Read, write, communicate effectively and comprehend directions in English; Use Microsoft Office software to include Word and Excel.

### **Ability to**

Apply common sense understanding; Exercise good judgment and discretion in routine and unusual situations in the work place; Deal calmly with individuals who may be rude, angry or uncooperative; Maintain composure during emergency situations; To make independent judgments and decisions based on standard policy or procedure; Accept guidance, direction and constructive criticism from supervisor; Resolve interpersonal conflicts;



Maintain positive working relationships with other members of the department, city employees, volunteers and the public.

## **WORKING CONDITIONS & PHYSICAL DEMANDS:**

### **Physical Demands**

The physical demands described here are representative of those typically expected to be performed by an employee to successfully complete the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work performed requires operation a variety of automated office machines, including a computer, fax, copy machine, etc.; hand-eye coordination is necessary to type, serve food, and participate in activities; exert light to moderate physical effort, and sufficient force to lift, carry, push, pull, or otherwise move objects up to 25 pounds, such as carrying steam table pans (with food) from ovens or refrigerator to steam table.

### **Working Conditions**

Indoor and outdoor working environment, as well as exposed to temperatures/vapor from food in steam tables or ovens. Work may entail occasional driving to various sites within and outside the City. May work out with exposure to dust, fumes, or high noise levels within regulatory standards and limits.

## **SPECIAL REQUIREMENTS:**

### **License**

Possession of a valid Class "C" or higher California Driver's License with satisfactory driving record.

### **Certification**

Must be certified food handler (ServeSafe), as well as First Aid and CPR certified. Certifications may be obtained within 6 months of employment.

### **Special Conditions**

Per LA County Ordinance #2021-0066U, all City of Gardena employees performing duties under the Los Angeles County's Elderly Nutrition Program Grant must be fully vaccinated against COVID-19 as a condition of employment. Successful candidates for this position will be required to submit proof of vaccination against COVID-19 or request an exemption for qualifying medical or religious reasons during the onboarding process. Candidates should not present proof of vaccination until instructed to do so by the hiring department.

This is a part-time position working 10-20 hours per week. Requires working some weekends, holidays, and evenings. Requires attendance at various meetings and training sessions as assigned.

This position is completely dependent upon Grant funds

**CITY OF GARDENA  
CLASSIFICATION AND COMPENSATION PLAN  
AS OF February 22, 2022**

*Nutrition Services Coordinator - Schedule 28*

**6 Clerical Aide I  
6 Police Aide**

STEP			*6*
ANNUAL			31,752.00
MONTHLY			2,646.00
BI-WEEKLY			1,221.23
HOURLY			15.2654

**7 Peer Advocate Counselor II  
7 Storeroom Aide**

STEP		*4*	*5*	*6*
ANNUAL		28,128.00	29,532.00	31,008.00
MONTHLY		2,344.00	2,461.00	2,584.00
BI-WEEKLY		1,081.85	1,135.85	1,192.62
HOURLY		13.5231	14.1981	14.9077

**8 Community Aide I**

STEP		*4*	*5*	*6*
ANNUAL		28,836.00	30,276.00	31,788.00
MONTHLY		2,403.00	2,523.00	2,649.00
BI-WEEKLY		1,109.08	1,164.46	1,222.62
HOURLY		13.8635	14.5558	15.2827

**13 Certified Nursing Assistant**

STEP		*3*	*4*	*5*	*6*
ANNUAL		28,200.00	29,616.00	31,092.00	32,652.00
MONTHLY		2,350.00	2,468.00	2,591.00	2,721.00
BI-WEEKLY		1,084.62	1,139.08	1,195.85	1,255.85
HOURLY		13.5577	14.2385	14.9481	15.6981

**14 Pool Cashier**

STEP		*3*	*4*	*5*	*6*
ANNUAL		28,896.00	30,336.00	31,848.00	33,444.00
MONTHLY		2,408.00	2,528.00	2,654.00	2,787.00
BI-WEEKLY		1,111.38	1,166.77	1,224.92	1,286.31
HOURLY		13.8923	14.5846	15.3115	16.0788

**15**

STEP		*2*	*3*	*4*	*5*	*6*
ANNUAL		28,212.00	29,628.00	31,104.00	32,664.00	34,296.00
MONTHLY		2,351.00	2,469.00	2,592.00	2,722.00	2,858.00
BI-WEEKLY		1,085.08	1,139.54	1,196.31	1,256.31	1,319.08
HOURLY		13.5635	14.2442	14.9538	15.7038	16.4885

**16**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	27,540.00	28,920.00	30,372.00	31,896.00	33,492.00	35,172.00
MONTHLY	2,295.00	2,410.00	2,531.00	2,658.00	2,791.00	2,931.00
BI-WEEKLY	1,059.23	1,112.31	1,168.15	1,226.77	1,288.15	1,352.77
HOURLY	13.2404	13.9038	14.6019	15.3346	16.1019	16.9096

**17 Clerk Typist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	28,224.00	29,640.00	31,128.00	32,688.00	34,320.00	36,036.00
MONTHLY	2,352.00	2,470.00	2,594.00	2,724.00	2,860.00	3,003.00
BI-WEEKLY	1,085.54	1,140.00	1,197.23	1,257.23	1,320.00	1,386.00
HOURLY	13.5692	14.2500	14.9654	15.7154	16.5000	17.3250

**18**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	28,932.00	30,384.00	31,908.00	33,504.00	35,184.00	36,948.00
MONTHLY	2,411.00	2,532.00	2,659.00	2,792.00	2,932.00	3,079.00
BI-WEEKLY	1,112.77	1,168.62	1,227.23	1,288.62	1,353.23	1,421.08
HOURLY	13.9096	14.6077	15.3404	16.1077	16.9154	17.7635

**19 FCC Program Assistant I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	29,640.00	31,128.00	32,688.00	34,320.00	36,036.00	37,836.00
MONTHLY	2,470.00	2,594.00	2,724.00	2,860.00	3,003.00	3,153.00
BI-WEEKLY	1,140.00	1,197.23	1,257.23	1,320.00	1,386.00	1,455.23
HOURLY	14.2500	14.9654	15.7154	16.5000	17.3250	18.1904

**20**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	30,384.00	31,908.00	33,504.00	35,184.00	36,948.00	38,796.00
MONTHLY	2,532.00	2,659.00	2,792.00	2,932.00	3,079.00	3,233.00
BI-WEEKLY	1,168.62	1,227.23	1,288.62	1,353.23	1,421.08	1,492.15
HOURLY	14.6077	15.3404	16.1077	16.9154	17.7635	18.6519

**21 Police Assistant****21 Police Cadet**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,140.00	32,700.00	34,332.00	36,048.00	37,848.00	39,744.00
MONTHLY	2,595.00	2,725.00	2,861.00	3,004.00	3,154.00	3,312.00
BI-WEEKLY	1,197.69	1,257.69	1,320.46	1,386.46	1,455.69	1,528.62
HOURLY	14.9712	15.7212	16.5058	17.3308	18.1962	19.1077

**22 Geriatric Aide****22 Lifeguard/Instructor****22 Recreation Leader I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,920.00	33,516.00	35,196.00	36,960.00	38,808.00	40,752.00
MONTHLY	2,660.00	2,793.00	2,933.00	3,080.00	3,234.00	3,396.00
BI-WEEKLY	1,227.69	1,289.08	1,353.69	1,421.54	1,492.62	1,567.38
HOURLY	15.3462	16.1135	16.9212	17.7692	18.6577	19.5923

**23 Community Aide II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	32,724.00	34,356.00	36,072.00	37,872.00	39,768.00	41,760.00
MONTHLY	2,727.00	2,863.00	3,006.00	3,156.00	3,314.00	3,480.00
BI-WEEKLY	1,258.62	1,321.38	1,387.38	1,456.62	1,529.54	1,606.15
HOURLY	15.7327	16.5173	17.3423	18.2077	19.1192	20.0769

**24**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	33,540.00	35,220.00	36,984.00	38,832.00	40,776.00	42,816.00
MONTHLY	2,795.00	2,935.00	3,082.00	3,236.00	3,398.00	3,568.00
BI-WEEKLY	1,290.00	1,354.62	1,422.46	1,493.54	1,568.31	1,646.77
HOURLY	16.1250	16.9327	17.7808	18.6692	19.6038	20.5846

**25**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	34,380.00	36,096.00	37,896.00	39,792.00	41,784.00	43,872.00
MONTHLY	2,865.00	3,008.00	3,158.00	3,316.00	3,482.00	3,656.00
BI-WEEKLY	1,322.31	1,388.31	1,457.54	1,530.46	1,607.08	1,687.38
HOURLY	16.5288	17.3538	18.2192	19.1308	20.0885	21.0923

**26 Pool Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,244.00	37,008.00	38,856.00	40,800.00	42,840.00	44,988.00
MONTHLY	2,937.00	3,084.00	3,238.00	3,400.00	3,570.00	3,749.00
BI-WEEKLY	1,355.54	1,423.38	1,494.46	1,569.23	1,647.69	1,730.31
HOURLY	16.9442	17.7923	18.6808	19.6154	20.5962	21.6288

**27**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	36,120.00	37,932.00	39,828.00	41,820.00	43,908.00	46,104.00
MONTHLY	3,010.00	3,161.00	3,319.00	3,485.00	3,659.00	3,842.00
BI-WEEKLY	1,389.23	1,458.92	1,531.85	1,608.46	1,688.77	1,773.23
HOURLY	17.3654	18.2365	19.1481	20.1058	21.1096	22.1654

**28 Meal Services Coordinator****28 Recreation Leader II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,020.00	38,868.00	40,812.00	42,852.00	45,000.00	47,256.00
MONTHLY	3,085.00	3,239.00	3,401.00	3,571.00	3,750.00	3,938.00
BI-WEEKLY	1,423.85	1,494.92	1,569.69	1,648.15	1,730.77	1,817.54
HOURLY	17.7981	18.6865	19.6212	20.6019	21.6346	22.7192

**29 Account Clerk****29 Customer Service Clerk I****29 Printing & Technology Intern****29 Recreation Therapist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,944.00	39,840.00	41,832.00	43,920.00	46,116.00	48,420.00
MONTHLY	3,162.00	3,320.00	3,486.00	3,660.00	3,843.00	4,035.00
BI-WEEKLY	1,459.38	1,532.31	1,608.92	1,689.23	1,773.69	1,862.31
HOURLY	18.2423	19.1538	20.1115	21.1154	22.1712	23.2788

**30 Custodian I**  
**30 FCC Education Assistant II**  
**30 FCC Program Assistant II**

	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	38,892.00	40,836.00	42,876.00	45,024.00	47,280.00	49,644.00
MONTHLY	3,241.00	3,403.00	3,573.00	3,752.00	3,940.00	4,137.00
BI-WEEKLY	1,495.85	1,570.62	1,649.08	1,731.69	1,818.46	1,909.38
HOURLY	18.6981	19.6327	20.6135	21.6462	22.7308	23.8673

**31 Paratransit Driver**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	39,864.00	41,856.00	43,944.00	46,140.00	48,444.00	50,868.00
MONTHLY	3,322.00	3,488.00	3,662.00	3,845.00	4,037.00	4,239.00
BI-WEEKLY	1,533.23	1,609.85	1,690.15	1,774.62	1,863.23	1,956.46
HOURLY	19.1654	20.1231	21.1269	22.1827	23.2904	24.4558

**32 Home Improvement Maintenance Helper**  
**32 Right-of-Way Maintenance Worker**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	40,860.00	42,900.00	45,048.00	47,304.00	49,668.00	52,152.00
MONTHLY	3,405.00	3,575.00	3,754.00	3,942.00	4,139.00	4,346.00
BI-WEEKLY	1,571.54	1,650.00	1,732.62	1,819.38	1,910.31	2,005.85
HOURLY	19.6442	20.6250	21.6577	22.7423	23.8788	25.0731

**33 Customer Service Clerk II**  
**33 Equipment Utility Worker I**  
**33 Police Records Technician I**  
**33 Police Service Technician**  
**33 Public Safety Officer**  
**33 Relief Bus Operator Trainee**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	41,880.00	43,980.00	46,176.00	48,480.00	50,904.00	53,448.00
MONTHLY	3,490.00	3,665.00	3,848.00	4,040.00	4,242.00	4,454.00
BI-WEEKLY	1,610.77	1,691.54	1,776.00	1,864.62	1,957.85	2,055.69
HOURLY	20.1346	21.1442	22.2000	23.3077	24.4731	25.6962

**34 Custodian II**  
**34 Graffiti Technician**  
**34 Paratransit Dispatcher**  
**34 Park Maintenance Worker I**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	42,924.00	45,072.00	47,328.00	49,692.00	52,176.00	54,780.00
MONTHLY	3,577.00	3,756.00	3,944.00	4,141.00	4,348.00	4,565.00
BI-WEEKLY	1,650.92	1,733.54	1,820.31	1,911.23	2,006.77	2,106.92
HOURLY	20.6365	21.6692	22.7538	23.8904	25.0846	26.3365

**35 Community Aide III**  
**35 Help Desk Technician**  
**35 Street Maintenance Worker**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	43,992.00	46,188.00	48,492.00	50,916.00	53,460.00	56,136.00
MONTHLY	3,666.00	3,849.00	4,041.00	4,243.00	4,455.00	4,678.00
BI-WEEKLY	1,692.00	1,776.46	1,865.08	1,958.31	2,056.15	2,159.08
HOURLY	21.1500	22.2058	23.3135	24.4788	25.7019	26.9885

<b>36 Intermediate Clerk Typist</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	45,096.00	47,352.00	49,716.00	52,200.00	54,816.00	57,552.00
MONTHLY	3,758.00	3,946.00	4,143.00	4,350.00	4,568.00	4,796.00
BI-WEEKLY	1,734.46	1,821.23	1,912.15	2,007.69	2,108.31	2,213.54
HOURLY	21.6808	22.7654	23.9019	25.0962	26.3538	27.6692

**37 Nutrition Services Coordinator**

**37 Police Records Technician II**

**37 Relief Bus Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	46,224.00	48,540.00	50,964.00	53,508.00	56,184.00	58,992.00
MONTHLY	3,852.00	4,045.00	4,247.00	4,459.00	4,682.00	4,916.00
BI-WEEKLY	1,777.85	1,866.92	1,960.15	2,058.00	2,160.92	2,268.92
HOURLY	22.2231	23.3365	24.5019	25.7250	27.0115	28.3615

**38 Activity Coordinator**

**38 Equipment Utility Worker II**

**38 Purchasing Clerk**

**38 Senior Account Clerk**

**38 Senior Clerk Typist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	47,376.00	49,740.00	52,224.00	54,840.00	57,588.00	60,468.00
MONTHLY	3,948.00	4,145.00	4,352.00	4,570.00	4,799.00	5,039.00
BI-WEEKLY	1,822.15	1,913.08	2,008.62	2,109.23	2,214.92	2,325.69
HOURLY	22.7769	23.9135	25.1077	26.3654	27.6865	29.0712

**39 Apprentice Mechanic**

**39 Home Improvement Lead Person**

**39 Park Maintenance Worker II**

**39 Records Management Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	48,564.00	50,988.00	53,532.00	56,208.00	59,016.00	61,968.00
MONTHLY	4,047.00	4,249.00	4,461.00	4,684.00	4,918.00	5,164.00
BI-WEEKLY	1,867.85	1,961.08	2,058.92	2,161.85	2,269.85	2,383.38
HOURLY	23.3481	24.5135	25.7365	27.0231	28.3731	29.7923

**40 Engineering Aide**

**40 FCC Education Assistant III**

**40 FCC Program Assistant III**

**40 Public Works Coordinator**

**40 Sr. Transit Utility Specialist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	49,776.00	52,260.00	54,876.00	57,624.00	60,504.00	63,528.00
MONTHLY	4,148.00	4,355.00	4,573.00	4,802.00	5,042.00	5,294.00
BI-WEEKLY	1,914.46	2,010.00	2,110.62	2,216.31	2,327.08	2,443.38
HOURLY	23.9308	25.1250	26.3827	27.7038	29.0885	30.5423

**41 Permit/Licensing Technician I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	51,024.00	53,580.00	56,256.00	59,064.00	62,016.00	65,112.00
MONTHLY	4,252.00	4,465.00	4,688.00	4,922.00	5,168.00	5,426.00
BI-WEEKLY	1,962.46	2,060.77	2,163.69	2,271.69	2,385.23	2,504.31
HOURLY	24.5308	25.7596	27.0462	28.3962	29.8154	31.3038

**42 Community Center Coordinator**  
**42 Community Services Officer**  
**42 Police Service Officer**  
**42 Recreation Coordinator**  
**42 Secretary**  
**42 Tree Trimmer I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	52,296.00	54,912.00	57,660.00	60,540.00	63,564.00	66,744.00
MONTHLY	4,358.00	4,576.00	4,805.00	5,045.00	5,297.00	5,562.00
BI-WEEKLY	2,011.38	2,112.00	2,217.69	2,328.46	2,444.77	2,567.08
HOURLY	25.1423	26.4000	27.7212	29.1058	30.5596	32.0885

**43 Administrative Aide**  
**43 Building Maintenance Worker**  
**43 Cement Finisher**  
**43 Human Resources / Department Coordinator**  
**43 Payroll / Personnel Technician**  
**43 Senior Citizens Social Services Coordinator**  
**43 Transit Maintenance Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	53,604.00	56,280.00	59,100.00	62,052.00	65,160.00	68,424.00
MONTHLY	4,467.00	4,690.00	4,925.00	5,171.00	5,430.00	5,702.00
BI-WEEKLY	2,061.69	2,164.62	2,273.08	2,386.62	2,506.15	2,631.69
HOURLY	25.7712	27.0577	28.4135	29.8327	31.3269	32.8962

**44 Administrative Secretary**  
**44 Building Aide**  
**44 Building/Planning Technician**  
**44 Permit/Licensing Technician II**  
**44 Sewer Maintenance Worker**  
**44 Tree Trimmer II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	54,948.00	57,696.00	60,576.00	63,600.00	66,780.00	70,116.00
MONTHLY	4,579.00	4,808.00	5,048.00	5,300.00	5,565.00	5,843.00
BI-WEEKLY	2,113.38	2,219.08	2,329.85	2,446.15	2,568.46	2,696.77
HOURLY	26.4173	27.7385	29.1231	30.5769	32.1058	33.7096

**45 Street Sweeper Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	56,316.00	59,136.00	62,088.00	65,196.00	68,460.00	71,880.00
MONTHLY	4,693.00	4,928.00	5,174.00	5,433.00	5,705.00	5,990.00
BI-WEEKLY	2,166.00	2,274.46	2,388.00	2,507.54	2,633.08	2,764.62
HOURLY	27.0750	28.4308	29.8500	31.3442	32.9135	34.5577

**46 Heavy Equipment Operator**  
**46 Street Traffic Painter**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,720.00	60,612.00	63,648.00	66,828.00	70,164.00	73,668.00
MONTHLY	4,810.00	5,051.00	5,304.00	5,569.00	5,847.00	6,139.00
BI-WEEKLY	2,220.00	2,331.23	2,448.00	2,570.31	2,698.62	2,833.38
HOURLY	27.7500	29.1404	30.6000	32.1288	33.7327	35.4173

**47 Equipment Mechanic**  
**47 Graphics Technician**  
**47 Maintenance Painter**  
**47 Senior Building Maintenance Worker**  
**47 Transit Mechanic**  
**47 Transit Parts/Storeroom Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,160.00	62,124.00	65,232.00	68,496.00	71,916.00	75,516.00
MONTHLY	4,930.00	5,177.00	5,436.00	5,708.00	5,993.00	6,293.00
BI-WEEKLY	2,275.38	2,389.38	2,508.92	2,634.46	2,766.00	2,904.46
HOURLY	28.4423	29.8673	31.3615	32.9308	34.5750	36.3058

**48 Custodian-Lead**  
**48 Financial Services Technician**  
**48 Human Resources Technician**  
**48 Junior Accountant**  
**48 Payroll Specialist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,636.00	63,672.00	66,852.00	70,200.00	73,716.00	77,400.00
MONTHLY	5,053.00	5,306.00	5,571.00	5,850.00	6,143.00	6,450.00
BI-WEEKLY	2,332.15	2,448.92	2,571.23	2,700.00	2,835.23	2,976.92
HOURLY	29.1519	30.6115	32.1404	33.7500	35.4404	37.2115

**49 Administrative Analyst I**  
**49 Community Services Counselor**  
**49 Program Coordinator**  
**49 Recreation Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	62,148.00	65,256.00	68,520.00	71,952.00	75,552.00	79,332.00
MONTHLY	5,179.00	5,438.00	5,710.00	5,996.00	6,296.00	6,611.00
BI-WEEKLY	2,390.31	2,509.85	2,635.38	2,767.38	2,905.85	3,051.23
HOURLY	29.8788	31.3731	32.9423	34.5923	36.3231	38.1404

**50 Case Management Supervisor/Instructor**  
**50 Transit Dispatcher/Operations Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,696.00	66,876.00	70,224.00	73,740.00	77,424.00	81,300.00
MONTHLY	5,308.00	5,573.00	5,852.00	6,145.00	6,452.00	6,775.00
BI-WEEKLY	2,449.85	2,572.15	2,700.92	2,836.15	2,977.85	3,126.92
HOURLY	30.6231	32.1519	33.7615	35.4519	37.2231	39.0865

**51 Electrical/Signal Technician I**  
**51 Emergency Preparedness Coordinator**  
**51 Engineering Technician**  
**51 Executive Assistant to Chief of Police**  
**51 General Building Inspector**  
**51 Information Technology Coordinator**  
**51 Lead Equipment Mechanic**  
**51 Planning Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,292.00	68,556.00	71,988.00	75,588.00	79,368.00	83,340.00
MONTHLY	5,441.00	5,713.00	5,999.00	6,299.00	6,614.00	6,945.00
BI-WEEKLY	2,511.23	2,636.77	2,768.77	2,907.23	3,052.62	3,205.38
HOURLY	31.3904	32.9596	34.6096	36.3404	38.1577	40.0673



**52 Administrative Support Services Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,924.00	70,272.00	73,788.00	77,472.00	81,348.00	85,416.00
MONTHLY	5,577.00	5,856.00	6,149.00	6,456.00	6,779.00	7,118.00
BI-WEEKLY	2,574.00	2,702.77	2,838.00	2,979.69	3,128.77	3,285.23
HOURLY	32.1750	33.7846	35.4750	37.2462	39.1096	41.0654

**53 Code Enforcement Officer****53 FCC Education Coordinator****53 Park Maintenance Lead****53 Public Works Lead****53 Transit Operations Training Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,592.00	72,024.00	75,624.00	79,404.00	83,376.00	87,540.00
MONTHLY	5,716.00	6,002.00	6,302.00	6,617.00	6,948.00	7,295.00
BI-WEEKLY	2,638.15	2,770.15	2,908.62	3,054.00	3,206.77	3,366.92
HOURLY	32.9769	34.6269	36.3577	38.1750	40.0846	42.0865

**54 Administrative Analyst II****54 Building Maintenance Lead****54 Forensic Technician****54 Transit Marketing Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,308.00	73,824.00	77,520.00	81,396.00	85,464.00	89,736.00
MONTHLY	5,859.00	6,152.00	6,460.00	6,783.00	7,122.00	7,478.00
BI-WEEKLY	2,704.15	2,839.38	2,981.54	3,130.62	3,287.08	3,451.38
HOURLY	33.8019	35.4923	37.2692	39.1327	41.0885	43.1423

**55 Electrical/Signal Technician II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	72,060.00	75,660.00	79,440.00	83,412.00	87,588.00	91,968.00
MONTHLY	6,005.00	6,305.00	6,620.00	6,951.00	7,299.00	7,664.00
BI-WEEKLY	2,771.54	2,910.00	3,055.38	3,208.15	3,368.77	3,537.23
HOURLY	34.6442	36.3750	38.1923	40.1019	42.1096	44.2154

**56 Assistant Engineer****56 FCC Program Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,860.00	77,556.00	81,432.00	85,500.00	89,772.00	94,260.00
MONTHLY	6,155.00	6,463.00	6,786.00	7,125.00	7,481.00	7,855.00
BI-WEEKLY	2,840.77	2,982.92	3,132.00	3,288.46	3,452.77	3,625.38
HOURLY	35.5096	37.2865	39.1500	41.1058	43.1596	45.3173

**57 Senior Accountant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,708.00	79,488.00	83,460.00	87,636.00	92,016.00	96,612.00
MONTHLY	6,309.00	6,624.00	6,955.00	7,303.00	7,668.00	8,051.00
BI-WEEKLY	2,911.85	3,057.23	3,210.00	3,370.62	3,539.08	3,715.85
HOURLY	36.3981	38.2154	40.1250	42.1327	44.2385	46.4481

	<b>58</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,604.00	81,480.00	85,560.00	89,844.00	94,332.00	99,048.00
MONTHLY	6,467.00	6,790.00	7,130.00	7,487.00	7,861.00	8,254.00
BI-WEEKLY	2,984.77	3,133.85	3,290.77	3,455.54	3,628.15	3,809.54
HOURLY	37.3096	39.1731	41.1346	43.1942	45.3519	47.6192

	<b>59</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,548.00	83,520.00	87,696.00	92,076.00	96,684.00	101,520.00
MONTHLY	6,629.00	6,960.00	7,308.00	7,673.00	8,057.00	8,460.00
BI-WEEKLY	3,059.54	3,212.31	3,372.92	3,541.38	3,718.62	3,904.62
HOURLY	38.2442	40.1538	42.1615	44.2673	46.4827	48.8077

	<b>60</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,540.00	85,620.00	89,904.00	94,404.00	99,120.00	104,076.00
MONTHLY	6,795.00	7,135.00	7,492.00	7,867.00	8,260.00	8,673.00
BI-WEEKLY	3,136.15	3,293.08	3,457.85	3,630.92	3,812.31	4,002.92
HOURLY	39.2019	41.1635	43.2231	45.3865	47.6538	50.0365

#### **61 Administrative Analyst III**

#### **61 Associate Engineer**

#### **61 Information Technology Systems Analyst - Transit**

#### **61 Transit Planning and Scheduling Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,580.00	87,756.00	92,148.00	96,756.00	101,592.00	106,668.00
MONTHLY	6,965.00	7,313.00	7,679.00	8,063.00	8,466.00	8,889.00
BI-WEEKLY	3,214.62	3,375.23	3,544.15	3,721.38	3,907.38	4,102.62
HOURLY	40.1827	42.1904	44.3019	46.5173	48.8423	51.2827

#### **62 Information Technology Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,668.00	89,952.00	94,452.00	99,180.00	104,136.00	109,344.00
MONTHLY	7,139.00	7,496.00	7,871.00	8,265.00	8,678.00	9,112.00
BI-WEEKLY	3,294.92	3,459.69	3,632.77	3,814.62	4,005.23	4,205.54
HOURLY	41.1865	43.2462	45.4096	47.6827	50.0654	52.5692

#### **90 Bus Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	52,836.00	55,476.00	58,248.00	61,164.00	64,224.00	67,440.00
MONTHLY	4,403.00	4,623.00	4,854.00	5,097.00	5,352.00	5,620.00
BI-WEEKLY	2,032.15	2,133.69	2,240.31	2,352.46	2,470.15	2,593.85
HOURLY	25.4019	26.6712	28.0038	29.4058	30.8769	32.4231

Specialty - 5%	220.15	231.15	242.70	254.85	267.60	281.00
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**104**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	56,544.00	59,376.00	62,340.00	65,460.00	68,736.00	72,168.00
MONTHLY	4,712.00	4,948.00	5,195.00	5,455.00	5,728.00	6,014.00
BI-WEEKLY	2,174.77	2,283.69	2,397.69	2,517.69	2,643.69	2,775.69
HOURLY	27.1846	28.5462	29.9712	31.4712	33.0462	34.6962
Lgy Bonus 20	117.80	123.70	129.88	136.38	143.20	150.35
Lgy Bonus 25	235.60	247.40	259.75	272.75	286.40	300.70
Lgy Bonus 30	353.40	371.10	389.63	409.13	429.60	451.05

**105**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,960.00	60,864.00	63,912.00	67,104.00	70,464.00	73,992.00
MONTHLY	4,830.00	5,072.00	5,326.00	5,592.00	5,872.00	6,166.00
BI-WEEKLY	2,229.23	2,340.92	2,458.15	2,580.92	2,710.15	2,845.85
HOURLY	27.8654	29.2615	30.7269	32.2615	33.8769	35.5731
Lgy Bonus 20	120.75	126.80	133.15	139.80	146.80	154.15
Lgy Bonus 25	241.50	253.60	266.30	279.60	293.60	308.30
Lgy Bonus 30	362.25	380.40	399.45	419.40	440.40	462.45

**106**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,412.00	62,388.00	65,508.00	68,784.00	72,228.00	75,840.00
MONTHLY	4,951.00	5,199.00	5,459.00	5,732.00	6,019.00	6,320.00
BI-WEEKLY	2,285.08	2,399.54	2,519.54	2,645.54	2,778.00	2,916.92
HOURLY	28.5635	29.9942	31.4942	33.0692	34.7250	36.4615
Lgy Bonus 20	123.78	129.98	136.48	143.30	150.48	158.00
Lgy Bonus 25	247.55	259.95	272.95	286.60	300.95	316.00
Lgy Bonus 30	371.33	389.93	409.43	429.90	451.43	474.00

**107**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,900.00	63,948.00	67,140.00	70,500.00	74,028.00	77,724.00
MONTHLY	5,075.00	5,329.00	5,595.00	5,875.00	6,169.00	6,477.00
BI-WEEKLY	2,342.31	2,459.54	2,582.31	2,711.54	2,847.23	2,989.38
HOURLY	29.2788	30.7442	32.2788	33.8942	35.5904	37.3673
Lgy Bonus 20	126.88	133.23	139.88	146.88	154.23	161.93
Lgy Bonus 25	253.75	266.45	279.75	293.75	308.45	323.85
Lgy Bonus 30	380.63	399.68	419.63	440.63	462.68	485.78

**108 Economic Development Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	62,424.00	65,544.00	68,820.00	72,264.00	75,876.00	79,668.00
MONTHLY	5,202.00	5,462.00	5,735.00	6,022.00	6,323.00	6,639.00
BI-WEEKLY	2,400.92	2,520.92	2,646.92	2,779.38	2,918.31	3,064.15
HOURLY	30.0115	31.5115	33.0865	34.7423	36.4788	38.3019
Lgy Bonus 20	130.05	136.55	143.38	150.55	158.08	165.98
Lgy Bonus 25	260.10	273.10	286.75	301.10	316.15	331.95
Lgy Bonus 30	390.15	409.65	430.13	451.65	474.23	497.93

**109**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,984.00	67,188.00	70,548.00	74,076.00	77,784.00	81,672.00
MONTHLY	5,332.00	5,599.00	5,879.00	6,173.00	6,482.00	6,806.00
BI-WEEKLY	2,460.92	2,584.15	2,713.38	2,849.08	2,991.69	3,141.23
HOURLY	30.7615	32.3019	33.9173	35.6135	37.3962	39.2654
Lgy Bonus 20	133.30	139.98	146.98	154.33	162.05	170.15
Lgy Bonus 25	266.60	279.95	293.95	308.65	324.10	340.30
Lgy Bonus 30	399.90	419.93	440.93	462.98	486.15	510.45

**110**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,580.00	68,856.00	72,300.00	75,912.00	79,704.00	83,688.00
MONTHLY	5,465.00	5,738.00	6,025.00	6,326.00	6,642.00	6,974.00
BI-WEEKLY	2,522.31	2,648.31	2,780.77	2,919.69	3,065.54	3,218.77
HOURLY	31.5288	33.1038	34.7596	36.4962	38.3192	40.2346
Lgy Bonus 20	136.63	143.45	150.63	158.15	166.05	174.35
Lgy Bonus 25	273.25	286.90	301.25	316.30	332.10	348.70
Lgy Bonus 30	409.88	430.35	451.88	474.45	498.15	523.05

**111**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	67,224.00	70,584.00	74,112.00	77,820.00	81,708.00	85,788.00
MONTHLY	5,602.00	5,882.00	6,176.00	6,485.00	6,809.00	7,149.00
BI-WEEKLY	2,585.54	2,714.77	2,850.46	2,993.08	3,142.62	3,299.54
HOURLY	32.3192	33.9346	35.6308	37.4135	39.2827	41.2442
Lgy Bonus 20	140.05	147.05	154.40	162.13	170.23	178.73
Lgy Bonus 25	280.10	294.10	308.80	324.25	340.45	357.45
Lgy Bonus 30	420.15	441.15	463.20	486.38	510.68	536.18

**112**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,904.00	72,348.00	75,960.00	79,764.00	83,748.00	87,936.00
MONTHLY	5,742.00	6,029.00	6,330.00	6,647.00	6,979.00	7,328.00
BI-WEEKLY	2,650.15	2,782.62	2,921.54	3,067.85	3,221.08	3,382.15
HOURLY	33.1269	34.7827	36.5192	38.3481	40.2635	42.2769
Lgy Bonus 20	143.55	150.73	158.25	166.18	174.48	183.20
Lgy Bonus 25	287.10	301.45	316.50	332.35	348.95	366.40
Lgy Bonus 30	430.65	452.18	474.75	498.53	523.43	549.60

**113**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,632.00	74,160.00	77,868.00	81,756.00	85,848.00	90,144.00
MONTHLY	5,886.00	6,180.00	6,489.00	6,813.00	7,154.00	7,512.00
BI-WEEKLY	2,716.62	2,852.31	2,994.92	3,144.46	3,301.85	3,467.08
HOURLY	33.9577	35.6538	37.4365	39.3058	41.2731	43.3385
Lgy Bonus 20	147.15	154.50	162.23	170.33	178.85	187.80
Lgy Bonus 25	294.30	309.00	324.45	340.65	357.70	375.60
Lgy Bonus 30	441.45	463.50	486.68	510.98	536.55	563.40

**114**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	72,396.00	76,020.00	79,824.00	83,820.00	88,008.00	92,412.00
MONTHLY	6,033.00	6,335.00	6,652.00	6,985.00	7,334.00	7,701.00
BI-WEEKLY	2,784.46	2,923.85	3,070.15	3,223.85	3,384.92	3,554.31
HOURLY	34.8058	36.5481	38.3769	40.2981	42.3115	44.4288
Lgy Bonus 20	150.83	158.38	166.30	174.63	183.35	192.53
Lgy Bonus 25	301.65	316.75	332.60	349.25	366.70	385.05
Lgy Bonus 30	452.48	475.13	498.90	523.88	550.05	577.58

**115 Deputy City Clerk/Records Management Officer****115 Deputy City Treasurer****115 Human Resources Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	74,208.00	77,916.00	81,816.00	85,908.00	90,204.00	94,716.00
MONTHLY	6,184.00	6,493.00	6,818.00	7,159.00	7,517.00	7,893.00
BI-WEEKLY	2,854.15	2,996.77	3,146.77	3,304.15	3,469.38	3,642.92
HOURLY	35.6769	37.4596	39.3346	41.3019	43.3673	45.5365
Lgy Bonus 20	154.60	162.33	170.45	178.98	187.93	197.33
Lgy Bonus 25	309.20	324.65	340.90	357.95	375.85	394.65
Lgy Bonus 30	463.80	486.98	511.35	536.93	563.78	591.98

**116**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	76,068.00	79,872.00	83,868.00	88,056.00	92,460.00	97,080.00
MONTHLY	6,339.00	6,656.00	6,989.00	7,338.00	7,705.00	8,090.00
BI-WEEKLY	2,925.69	3,072.00	3,225.69	3,386.77	3,556.15	3,733.85
HOURLY	36.5712	38.4000	40.3212	42.3346	44.4519	46.6731
Lgy Bonus 20	158.48	166.40	174.73	183.45	192.63	202.25
Lgy Bonus 25	316.95	332.80	349.45	366.90	385.25	404.50
Lgy Bonus 30	475.43	499.20	524.18	550.35	577.88	606.75

**117 Transportation Operations Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,964.00	81,864.00	85,956.00	90,252.00	94,764.00	99,504.00
MONTHLY	6,497.00	6,822.00	7,163.00	7,521.00	7,897.00	8,292.00
BI-WEEKLY	2,998.62	3,148.62	3,306.00	3,471.23	3,644.77	3,827.08
HOURLY	37.4827	39.3577	41.3250	43.3904	45.5596	47.8385
Lgy Bonus 20	162.43	170.55	179.08	188.03	197.43	207.30
Lgy Bonus 25	324.85	341.10	358.15	376.05	394.85	414.60
Lgy Bonus 30	487.28	511.65	537.23	564.08	592.28	621.90

**118 Administrative Management Analyst I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,908.00	83,904.00	88,104.00	92,508.00	97,128.00	101,988.00
MONTHLY	6,659.00	6,992.00	7,342.00	7,709.00	8,094.00	8,499.00
BI-WEEKLY	3,073.38	3,227.08	3,388.62	3,558.00	3,735.69	3,922.62
HOURLY	38.4173	40.3385	42.3577	44.4750	46.6962	49.0327
Lgy Bonus 20	166.48	174.80	183.55	192.73	202.35	212.48
Lgy Bonus 25	332.95	349.60	367.10	385.45	404.70	424.95
Lgy Bonus 30	499.43	524.40	550.65	578.18	607.05	637.43

**119 Accountant/Cost Accountant**  
**119 Facilities Maintenance Supervisor**  
**119 Fleet Maintenance Supervisor**  
**119 Recreation Services Manager**

**119 Transit Training and Safety Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,900.00	85,992.00	90,288.00	94,800.00	99,540.00	104,520.00
MONTHLY	6,825.00	7,166.00	7,524.00	7,900.00	8,295.00	8,710.00
BI-WEEKLY	3,150.00	3,307.38	3,472.62	3,646.15	3,828.46	4,020.00
HOURLY	39.3750	41.3423	43.4077	45.5769	47.8558	50.2500
Lgy Bonus 20	170.63	179.15	188.10	197.50	207.38	217.75
Lgy Bonus 25	341.25	358.30	376.20	395.00	414.75	435.50
Lgy Bonus 30	511.88	537.45	564.30	592.50	622.13	653.25

**120 Administrative Management Analyst II****120 Executive Office Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,952.00	88,152.00	92,556.00	97,188.00	102,048.00	107,148.00
MONTHLY	6,996.00	7,346.00	7,713.00	8,099.00	8,504.00	8,929.00
BI-WEEKLY	3,228.92	3,390.46	3,559.85	3,738.00	3,924.92	4,121.08
HOURLY	40.3615	42.3808	44.4981	46.7250	49.0615	51.5135
Lgy Bonus 20	174.90	183.65	192.83	202.48	212.60	223.23
Lgy Bonus 25	349.80	367.30	385.65	404.95	425.20	446.45
Lgy Bonus 30	524.70	550.95	578.48	607.43	637.80	669.68

**121**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	86,052.00	90,360.00	94,884.00	99,624.00	104,604.00	109,836.00
MONTHLY	7,171.00	7,530.00	7,907.00	8,302.00	8,717.00	9,153.00
BI-WEEKLY	3,309.69	3,475.38	3,649.38	3,831.69	4,023.23	4,224.46
HOURLY	41.3712	43.4423	45.6173	47.8962	50.2904	52.8058
Lgy Bonus 20	179.28	188.25	197.68	207.55	217.93	228.83
Lgy Bonus 25	358.55	376.50	395.35	415.10	435.85	457.65
Lgy Bonus 30	537.83	564.75	593.03	622.65	653.78	686.48

**122 Senior Human Resources Analyst****122 Senior Planner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	88,200.00	92,616.00	97,248.00	102,108.00	107,208.00	112,572.00
MONTHLY	7,350.00	7,718.00	8,104.00	8,509.00	8,934.00	9,381.00
BI-WEEKLY	3,392.31	3,562.15	3,740.31	3,927.23	4,123.38	4,329.69
HOURLY	42.4038	44.5269	46.7538	49.0904	51.5423	54.1212
Lgy Bonus 20	183.75	192.95	202.60	212.73	223.35	234.53
Lgy Bonus 25	367.50	385.90	405.20	425.45	446.70	469.05
Lgy Bonus 30	551.25	578.85	607.80	638.18	670.05	703.58

**123**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	90,408.00	94,932.00	99,684.00	104,664.00	109,896.00	115,392.00
MONTHLY	7,534.00	7,911.00	8,307.00	8,722.00	9,158.00	9,616.00
BI-WEEKLY	3,477.23	3,651.23	3,834.00	4,025.54	4,226.77	4,438.15
HOURLY	43.4654	45.6404	47.9250	50.3192	52.8346	55.4769
Lgy Bonus 20	188.35	197.78	207.68	218.05	228.95	240.40
Lgy Bonus 25	376.70	395.55	415.35	436.10	457.90	480.80
Lgy Bonus 30	565.05	593.33	623.03	654.15	686.85	721.20

**124 Senior Administrative Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	92,664.00	97,296.00	102,156.00	107,268.00	112,632.00	118,260.00
MONTHLY	7,722.00	8,108.00	8,513.00	8,939.00	9,386.00	9,855.00
BI-WEEKLY	3,564.00	3,742.15	3,929.08	4,125.69	4,332.00	4,548.46
HOURLY	44.5500	46.7769	49.1135	51.5712	54.1500	56.8558
Lgy Bonus 20	193.05	202.70	212.83	223.48	234.65	246.38
Lgy Bonus 25	386.10	405.40	425.65	446.95	469.30	492.75
Lgy Bonus 30	579.15	608.10	638.48	670.43	703.95	739.13

**125 Civil Engineer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,980.00	99,732.00	104,724.00	109,956.00	115,452.00	121,224.00
MONTHLY	7,915.00	8,311.00	8,727.00	9,163.00	9,621.00	10,102.00
BI-WEEKLY	3,653.08	3,835.85	4,027.85	4,229.08	4,440.46	4,662.46
HOURLY	45.6635	47.9481	50.3481	52.8635	55.5058	58.2808
Lgy Bonus 20	197.88	207.78	218.18	229.08	240.53	252.55
Lgy Bonus 25	395.75	415.55	436.35	458.15	481.05	505.10
Lgy Bonus 30	593.63	623.33	654.53	687.23	721.58	757.65

**126 Administrative Services Manager**  
**126 Community Development Manager**  
**126 Economic Development Manager**  
**126 Family Child Care Manager**  
**126 Recreation & Human Services Superintendent**  
**126 Transportation Administrative Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	97,356.00	102,228.00	107,340.00	112,704.00	118,344.00	124,260.00
MONTHLY	8,113.00	8,519.00	8,945.00	9,392.00	9,862.00	10,355.00
BI-WEEKLY	3,744.46	3,931.85	4,128.46	4,334.77	4,551.69	4,779.23
HOURLY	46.8058	49.1481	51.6058	54.1846	56.8962	59.7404
Lgy Bonus 20	202.83	212.98	223.63	234.80	246.55	258.88
Lgy Bonus 25	405.65	425.95	447.25	469.60	493.10	517.75
Lgy Bonus 30	608.48	638.93	670.88	704.40	739.65	776.63

**127**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	99,792.00	104,784.00	110,028.00	115,524.00	121,296.00	127,356.00
MONTHLY	8,316.00	8,732.00	9,169.00	9,627.00	10,108.00	10,613.00
BI-WEEKLY	3,838.15	4,030.15	4,231.85	4,443.23	4,665.23	4,898.31
HOURLY	47.9769	50.3769	52.8981	55.5404	58.3154	61.2288
Lgy Bonus 20	207.90	218.30	229.23	240.68	252.70	265.33
Lgy Bonus 25	415.80	436.60	458.45	481.35	505.40	530.65
Lgy Bonus 30	623.70	654.90	687.68	722.03	758.10	795.98

**128 Equipment Maintenance Superintendent**  
**128 Finance and Administrative Services Manager**  
**128 Financial Services Manager**  
**128 Transit Maintenance Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	102,288.00	107,400.00	112,776.00	118,416.00	124,332.00	130,548.00
MONTHLY	8,524.00	8,950.00	9,398.00	9,868.00	10,361.00	10,879.00
BI-WEEKLY	3,934.15	4,130.77	4,337.54	4,554.46	4,782.00	5,021.08
HOURLY	49.1769	51.6346	54.2192	56.9308	59.7750	62.7635
Lgy Bonus 20	213.10	223.75	234.95	246.70	259.03	271.98
Lgy Bonus 25	426.20	447.50	469.90	493.40	518.05	543.95
Lgy Bonus 30	639.30	671.25	704.85	740.10	777.08	815.93

**129**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	104,844.00	110,088.00	115,596.00	121,380.00	127,452.00	133,824.00
MONTHLY	8,737.00	9,174.00	9,633.00	10,115.00	10,621.00	11,152.00
BI-WEEKLY	4,032.46	4,234.15	4,446.00	4,668.46	4,902.00	5,147.08
HOURLY	50.4058	52.9269	55.5750	58.3558	61.2750	64.3385
Lgy Bonus 20	218.43	229.35	240.83	252.88	265.53	278.80
Lgy Bonus 25	436.85	458.70	481.65	505.75	531.05	557.60
Lgy Bonus 30	655.28	688.05	722.48	758.63	796.58	836.40



**130 Accounting/Finance Manager  
130 Information Technology Manager  
130 Park Maintenance Superintendent  
130 Recreation Program Administrator  
130 Street Maintenance Superintendent**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	107,460.00	112,836.00	118,476.00	124,404.00	130,620.00	137,148.00
MONTHLY	8,955.00	9,403.00	9,873.00	10,367.00	10,885.00	11,429.00
BI-WEEKLY	4,133.08	4,339.85	4,556.77	4,784.77	5,023.85	5,274.92
HOURLY	51.6635	54.2481	56.9596	59.8096	62.7981	65.9365
Lgy Bonus 20	223.88	235.08	246.83	259.18	272.13	285.73
Lgy Bonus 25	447.75	470.15	493.65	518.35	544.25	571.45
Lgy Bonus 30	671.63	705.23	740.48	777.53	816.38	857.18

**131 Plan Check Engineer  
131 Transit Operations Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	110,148.00	115,656.00	121,440.00	127,512.00	133,884.00	140,580.00
MONTHLY	9,179.00	9,638.00	10,120.00	10,626.00	11,157.00	11,715.00
BI-WEEKLY	4,236.46	4,448.31	4,670.77	4,904.31	5,149.38	5,406.92
HOURLY	52.9558	55.6038	58.3846	61.3038	64.3673	67.5865
Lgy Bonus 20	229.48	240.95	253.00	265.65	278.93	292.88
Lgy Bonus 25	458.95	481.90	506.00	531.30	557.85	585.75
Lgy Bonus 30	688.43	722.85	759.00	796.95	836.78	878.63

**132 FCC Therapist/Trainer II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,896.00	118,536.00	124,464.00	130,692.00	137,232.00	144,096.00
MONTHLY	9,408.00	9,878.00	10,372.00	10,891.00	11,436.00	12,008.00
BI-WEEKLY	4,342.15	4,559.08	4,787.08	5,026.62	5,278.15	5,542.15
HOURLY	54.2769	56.9885	59.8385	62.8327	65.9769	69.2769
Lgy Bonus 20	235.20	246.95	259.30	272.28	285.90	300.20
Lgy Bonus 25	470.40	493.90	518.60	544.55	571.80	600.40
Lgy Bonus 30	705.60	740.85	777.90	816.83	857.70	900.60

**133 Human Resources Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	115,716.00	121,500.00	127,572.00	133,956.00	140,652.00	147,684.00
MONTHLY	9,643.00	10,125.00	10,631.00	11,163.00	11,721.00	12,307.00
BI-WEEKLY	4,450.62	4,673.08	4,906.62	5,152.15	5,409.69	5,680.15
HOURLY	55.6327	58.4135	61.3327	64.4019	67.6212	71.0019
Lgy Bonus 20	241.08	253.13	265.78	279.08	293.03	307.68
Lgy Bonus 25	482.15	506.25	531.55	558.15	586.05	615.35
Lgy Bonus 30	723.23	759.38	797.33	837.23	879.08	923.03

**134 Assistant to the City Manager  
134 Transit Administrative Officer  
134 Transit Operations Officer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	118,608.00	124,536.00	130,764.00	137,304.00	144,168.00	151,380.00
MONTHLY	9,884.00	10,378.00	10,897.00	11,442.00	12,014.00	12,615.00
BI-WEEKLY	4,561.85	4,789.85	5,029.38	5,280.92	5,544.92	5,822.31
HOURLY	57.0231	59.8731	62.8673	66.0115	69.3115	72.7788
Lgy Bonus 20	247.10	259.45	272.43	286.05	300.35	315.38
Lgy Bonus 25	494.20	518.90	544.85	572.10	600.70	630.75
Lgy Bonus 30	741.30	778.35	817.28	858.15	901.05	946.13

**135**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	121,572.00	127,656.00	134,040.00	140,748.00	147,780.00	155,172.00
MONTHLY	10,131.00	10,638.00	11,170.00	11,729.00	12,315.00	12,931.00
BI-WEEKLY	4,675.85	4,909.85	5,155.38	5,413.38	5,683.85	5,968.15
HOURLY	58.4481	61.3731	64.4423	67.6673	71.0481	74.6019
Lgy Bonus 20	253.28	265.95	279.25	293.23	307.88	323.28
Lgy Bonus 25	506.55	531.90	558.50	586.45	615.75	646.55
Lgy Bonus 30	759.83	797.85	837.75	879.68	923.63	969.83

**136**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	124,608.00	130,836.00	137,376.00	144,240.00	151,452.00	159,024.00
MONTHLY	10,384.00	10,903.00	11,448.00	12,020.00	12,621.00	13,252.00
BI-WEEKLY	4,792.62	5,032.15	5,283.69	5,547.69	5,825.08	6,116.31
HOURLY	59.9077	62.9019	66.0462	69.3462	72.8135	76.4538
Lgy Bonus 20	259.60	272.58	286.20	300.50	315.53	331.30
Lgy Bonus 25	519.20	545.15	572.40	601.00	631.05	662.60
Lgy Bonus 30	778.80	817.73	858.60	901.50	946.58	993.90

**137**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	127,728.00	134,112.00	140,820.00	147,864.00	155,256.00	163,020.00
MONTHLY	10,644.00	11,176.00	11,735.00	12,322.00	12,938.00	13,585.00
BI-WEEKLY	4,912.62	5,158.15	5,416.15	5,687.08	5,971.38	6,270.00
HOURLY	61.4077	64.4769	67.7019	71.0885	74.6423	78.3750
Lgy Bonus 20	266.10	279.40	293.38	308.05	323.45	339.63
Lgy Bonus 25	532.20	558.80	586.75	616.10	646.90	679.25
Lgy Bonus 30	798.30	838.20	880.13	924.15	970.35	1018.88

**138 Principal Civil Engineer  
138 Chief Fiscal Officer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	130,920.00	137,472.00	144,348.00	151,560.00	159,144.00	167,100.00
MONTHLY	10,910.00	11,456.00	12,029.00	12,630.00	13,262.00	13,925.00
BI-WEEKLY	5,035.38	5,287.38	5,551.85	5,829.23	6,120.92	6,426.92
HOURLY	62.9423	66.0923	69.3981	72.8654	76.5115	80.3365
Lgy Bonus 20	272.75	286.40	300.73	315.75	331.55	348.13
Lgy Bonus 25	545.50	572.80	601.45	631.50	663.10	696.25
Lgy Bonus 30	818.25	859.20	902.18	947.25	994.65	1044.38

**139**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	134,196.00	140,904.00	147,948.00	155,340.00	163,104.00	171,264.00
MONTHLY	11,183.00	11,742.00	12,329.00	12,945.00	13,592.00	14,272.00
BI-WEEKLY	5,161.38	5,419.38	5,690.31	5,974.62	6,273.23	6,587.08
HOURLY	64.5173	67.7423	71.1288	74.6827	78.4154	82.3385
Lgy Bonus 20	279.58	293.55	308.23	323.63	339.80	356.80
Lgy Bonus 25	559.15	587.10	616.45	647.25	679.60	713.60
Lgy Bonus 30	838.73	880.65	924.68	970.88	1019.40	1070.40

**140**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	137,556.00	144,432.00	151,656.00	159,240.00	167,208.00	175,572.00
MONTHLY	11,463.00	12,036.00	12,638.00	13,270.00	13,934.00	14,631.00
BI-WEEKLY	5,290.62	5,555.08	5,832.92	6,124.62	6,431.08	6,752.77
HOURLY	66.1327	69.4385	72.9115	76.5577	80.3885	84.4096
Lgy Bonus 20	286.58	300.90	315.95	331.75	348.35	365.78
Lgy Bonus 25	573.15	601.80	631.90	663.50	696.70	731.55
Lgy Bonus 30	859.73	902.70	947.85	995.25	1045.05	1097.33

**141**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	141,000.00	148,056.00	155,460.00	163,236.00	171,396.00	179,964.00
MONTHLY	11,750.00	12,338.00	12,955.00	13,603.00	14,283.00	14,997.00
BI-WEEKLY	5,423.08	5,694.46	5,979.23	6,278.31	6,592.15	6,921.69
HOURLY	67.7885	71.1808	74.7404	78.4788	82.4019	86.5212
Lgy Bonus 20	293.75	308.45	323.88	340.08	357.08	374.93
Lgy Bonus 25	587.50	616.90	647.75	680.15	714.15	749.85
Lgy Bonus 30	881.25	925.35	971.63	1020.23	1071.23	1124.78

**142**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	144,528.00	151,752.00	159,336.00	167,304.00	175,668.00	184,452.00
MONTHLY	12,044.00	12,646.00	13,278.00	13,942.00	14,639.00	15,371.00
BI-WEEKLY	5,558.77	5,836.62	6,128.31	6,434.77	6,756.46	7,094.31
HOURLY	69.4846	72.9577	76.6038	80.4346	84.4558	88.6788
Lgy Bonus 20	301.10	316.15	331.95	348.55	365.98	384.28
Lgy Bonus 25	602.20	632.30	663.90	697.10	731.95	768.55
Lgy Bonus 30	903.30	948.45	995.85	1045.65	1097.93	1152.83

**143**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	148,140.00	155,544.00	163,320.00	171,492.00	180,072.00	189,072.00
MONTHLY	12,345.00	12,962.00	13,610.00	14,291.00	15,006.00	15,756.00
BI-WEEKLY	5,697.69	5,982.46	6,281.54	6,595.85	6,925.85	7,272.00
HOURLY	71.2212	74.7808	78.5192	82.4481	86.5731	90.9000

Lgy Bonus 20	308.63	324.05	340.25	357.28	375.15	393.90
Lgy Bonus 25	617.25	648.10	680.50	714.55	750.30	787.80
Lgy Bonus 30	925.88	972.15	1020.75	1071.83	1125.45	1181.70

**144**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	151,848.00	159,444.00	167,412.00	175,788.00	184,572.00	193,800.00
MONTHLY	12,654.00	13,287.00	13,951.00	14,649.00	15,381.00	16,150.00
BI-WEEKLY	5,840.31	6,132.46	6,438.92	6,761.08	7,098.92	7,453.85
HOURLY	73.0038	76.6558	80.4865	84.5135	88.7365	93.1731

Lgy Bonus 20	316.35	332.18	348.78	366.23	384.53	403.75
Lgy Bonus 25	632.70	664.35	697.55	732.45	769.05	807.50
Lgy Bonus 30	949.05	996.53	1046.33	1098.68	1153.58	1211.25

**145**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	155,640.00	163,428.00	171,600.00	180,180.00	189,192.00	198,648.00
MONTHLY	12,970.00	13,619.00	14,300.00	15,015.00	15,766.00	16,554.00
BI-WEEKLY	5,986.15	6,285.69	6,600.00	6,930.00	7,276.62	7,640.31
HOURLY	74.8269	78.5712	82.5000	86.6250	90.9577	95.5038

Lgy Bonus 20	324.25	340.48	357.50	375.38	394.15	413.85
Lgy Bonus 25	648.50	680.95	715.00	750.75	788.30	827.70
Lgy Bonus 30	972.75	1021.43	1072.50	1126.13	1182.45	1241.55

**146**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	159,528.00	167,508.00	175,884.00	184,680.00	193,920.00	203,616.00
MONTHLY	13,294.00	13,959.00	14,657.00	15,390.00	16,160.00	16,968.00
BI-WEEKLY	6,135.69	6,442.62	6,764.77	7,103.08	7,458.46	7,831.38
HOURLY	76.6962	80.5327	84.5596	88.7885	93.2308	97.8923

Lgy Bonus 20	332.35	348.98	366.43	384.75	404.00	424.20
Lgy Bonus 25	664.70	697.95	732.85	769.50	808.00	848.40
Lgy Bonus 30	997.05	1046.93	1099.28	1154.25	1212.00	1272.60

**147**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	163,512.00	171,684.00	180,264.00	189,276.00	198,744.00	208,680.00
MONTHLY	13,626.00	14,307.00	15,022.00	15,773.00	16,562.00	17,390.00
BI-WEEKLY	6,288.92	6,603.23	6,933.23	7,279.85	7,644.00	8,026.15
HOURLY	78.6115	82.5404	86.6654	90.9981	95.5500	100.3269

Lgy Bonus 20	340.65	357.68	375.55	394.33	414.05	434.75
Lgy Bonus 25	681.30	715.35	751.10	788.65	828.10	869.50
Lgy Bonus 30	1021.95	1073.03	1126.65	1182.98	1242.15	1304.25

**148**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	167,604.00	175,980.00	184,776.00	194,016.00	203,712.00	213,900.00
MONTHLY	13,967.00	14,665.00	15,398.00	16,168.00	16,976.00	17,825.00
BI-WEEKLY	6,446.31	6,768.46	7,106.77	7,462.15	7,835.08	8,226.92
HOURLY	80.5788	84.6058	88.8346	93.2769	97.9385	102.8365

Lgy Bonus 20	349.18	366.63	384.95	404.20	424.40	445.63
Lgy Bonus 25	698.35	733.25	769.90	808.40	848.80	891.25
Lgy Bonus 30	1047.53	1099.88	1154.85	1212.60	1273.20	1336.88

**149**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	171,792.00	180,384.00	189,408.00	198,876.00	208,824.00	219,264.00
MONTHLY	14,316.00	15,032.00	15,784.00	16,573.00	17,402.00	18,272.00
BI-WEEKLY	6,607.38	6,937.85	7,284.92	7,649.08	8,031.69	8,433.23
HOURLY	82.5923	86.7231	91.0615	95.6135	100.3962	105.4154

Lgy Bonus 20	357.90	375.80	394.60	414.33	435.05	456.80
Lgy Bonus 25	715.80	751.60	789.20	828.65	870.10	913.60
Lgy Bonus 30	1073.70	1127.40	1183.80	1242.98	1305.15	1370.40

**150 Joint Powers Authority Accountant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	156,000.00					
MONTHLY	13,000.00					
BI-WEEKLY	6,000.00					
HOURLY	75.0000					

<b>200 Police Trainee</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	74,556.00	-	-	-	-	-
MONTHLY	6,213.00	-	-	-	-	-
BI-WEEKLY	2,867.54	-	-	-	-	-
HOURLY	35.8442	-	-	-	-	-
<b>201 Police Officer</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,708.00	92,088.00	96,696.00	101,532.00	106,608.00	111,936.00
MONTHLY	7,309.00	7,674.00	8,058.00	8,461.00	8,884.00	9,328.00
BI-WEEKLY	3,373.38	3,541.85	3,719.08	3,905.08	4,100.31	4,305.23
HOURLY	42.1673	44.2731	46.4885	48.8135	51.2538	53.8154
EDUCATIONAL INCENTIVE BONUS						
AA	1,052.37	1,052.37	1,052.37	1,052.37	1,052.37	1,052.37
BA	1,568.37	1,568.37	1,568.37	1,568.37	1,568.37	1,568.37
SPECIALIST	619.00	619.00	619.00	619.00	619.00	619.00
Lgy Bonus 7	365.00	365.00	365.00	365.00	365.00	365.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	885.45	903.70	922.90	943.05	964.20	986.40
Lgy Bonus 26	1,250.90	1,287.40	1,325.80	1,366.10	1,408.40	1,452.80
<b>203 Police Sergeant</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,092.00	117,696.00	123,576.00	129,756.00	136,248.00	143,064.00
MONTHLY	9,341.00	9,808.00	10,298.00	10,813.00	11,354.00	11,922.00
BI-WEEKLY	4,311.23	4,526.77	4,752.92	4,990.62	5,240.31	5,502.46
HOURLY	53.8904	56.5846	59.4115	62.3827	65.5038	68.7808
EDUCATIONAL INCENTIVE BONUS						
AA	1,344.04	1,344.04	1,344.04	1,344.04	1,344.04	1,344.04
BA	1,962.04	1,962.04	1,962.04	1,962.04	1,962.04	1,962.04
SPECIAL DUTY PAY	420.00	420.00	420.00	420.00	420.00	420.00
Lgy Bonus 7	326.00	326.00	326.00	326.00	326.00	326.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	987.05	1,010.40	1,034.90	1,060.65	1,087.70	1,116.10
Lgy Bonus 26	1,454.10	1,500.80	1,549.80	1,601.30	1,655.40	1,712.20

**227 Police Lieutenant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	150,204.00	157,716.00	165,600.00	173,880.00	182,580.00	191,712.00
MONTHLY	12,517.00	13,143.00	13,800.00	14,490.00	15,215.00	15,976.00
BI-WEEKLY	5,777.08	6,066.00	6,369.23	6,687.69	7,022.31	7,373.54
HOURLY	72.2135	75.8250	79.6154	83.5962	87.7788	92.1692

**EDUCATIONAL INCENTIVE BONUS**

BA	1,766.44	1,837.84	1,912.84	1,991.56	2,074.24	2,161.00
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CA POST Mgmt. Cert.	625.85	657.15	690.00	724.50	760.75	798.80
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Lgy Bonus 20	625.85	657.15	690.00	724.50	760.75	798.80
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Lgy Bonus 26	1,251.70	1,314.30	1,380.00	1,449.00	1,521.50	1,597.60
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**231 Police Captain**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	178,584.00	187,512.00	196,884.00	206,724.00	217,056.00	227,904.00
MONTHLY	14,882.00	15,626.00	16,407.00	17,227.00	18,088.00	18,992.00
BI-WEEKLY	6,868.62	7,212.00	7,572.46	7,950.92	8,348.31	8,765.54
HOURLY	85.8577	90.1500	94.6558	99.3865	104.3538	109.5692

**EDUCATIONAL INCENTIVE BONUS**

BA	2,036.08	2,120.92	2,209.96	2,303.56	2,401.84	2,505.04
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CA POST Mgmt. Cert.	744.10	781.30	820.35	861.35	904.40	949.60
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Lgy Bonus 20	744.10	781.30	820.35	861.35	904.40	949.60
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Lgy Bonus 26	1,488.20	1,562.60	1,640.70	1,722.70	1,808.80	1,899.20
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**232 Deputy Police Chief**

STEP	*1*
ANNUAL	227,436.00
MONTHLY	18,953.00
BI-WEEKLY	8,747.54
HOURLY	109.3442

**EDUCATIONAL INCENTIVE BONUS**

BA	2,474.36
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CA POST Mgmt. Cert.	947.65
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Lgy Bonus 20	947.65
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Lgy Bonus 26	1,895.30
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**301 Mayor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	11,400.00					
MONTHLY	950.00					
BI-WEEKLY	438.46					
HOURLY	5.4808					

**302 Councilmember**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	7,800.00					
MONTHLY	650.00					
BI-WEEKLY	300.00					
HOURLY	3.7500					

**303 City Clerk**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	12,000.00					
MONTHLY	1,000.00					
BI-WEEKLY	461.54					
HOURLY	5.7692					

**304 City Treasurer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	6,000.00					
MONTHLY	500.00					
BI-WEEKLY	230.77					
HOURLY	2.8846					

**305 Youth Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	300.00	-	-	-	-	-
MONTHLY	25.00	-	-	-	-	-
BI-WEEKLY	11.54	-	-	-	-	-
HOURLY	0.1442	-	-	-	-	-

**306 Human Services Commissioner****306 Recreation Commissioner****306 Rent Mediation Board Member****306 Senior Citizens Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	600.00	-	-	-	-	-
MONTHLY	50.00	-	-	-	-	-
BI-WEEKLY	23.08	-	-	-	-	-
HOURLY	0.2885	-	-	-	-	-

**307**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	900.00	-	-	-	-	-
MONTHLY	75.00	-	-	-	-	-
BI-WEEKLY	34.62	-	-	-	-	-
HOURLY	0.4327	-	-	-	-	-



**308 Planning Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	1,200.00	-	-	-	-	-
MONTHLY	100.00	-	-	-	-	-
BI-WEEKLY	46.15	-	-	-	-	-
HOURLY	0.5769	-	-	-	-	-

**330 Department Heads**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,756.00	170,892.00	179,436.00	188,412.00	197,832.00	207,720.00
MONTHLY	13,563.00	14,241.00	14,953.00	15,701.00	16,486.00	17,310.00
BI-WEEKLY	6,259.85	6,572.77	6,901.38	7,246.62	7,608.92	7,989.23
HOURLY	78.2481	82.1596	86.2673	90.5827	95.1115	99.8654

Lgy Bonus 20	339.08	356.03	373.83	392.53	412.15	432.75
Lgy Bonus 25	678.15	712.05	747.65	785.05	824.30	865.50
Lgy Bonus 30	1017.23	1068.08	1121.48	1177.58	1236.45	1298.25

**339 Assistant City Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	178,661.70	187,596.00	196,980.00	206,832.00	217,176.00	228,036.00
MONTHLY	14,888.48	15,633.00	16,415.00	17,236.00	18,098.00	19,003.00
BI-WEEKLY	6,871.60	7,215.23	7,576.15	7,955.08	8,352.92	8,770.62
HOURLY	85.8950	90.1904	94.7019	99.4385	104.4115	109.6327

**340 Police Chief**

STEP	*1*
ANNUAL	253,356.00
MONTHLY	21,113.00
BI-WEEKLY	9,744.46
HOURLY	121.8058

Edu Incentive Pay	2,733.56
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CA POST Mgmt. Cert.	1,055.65
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Lgy Bonus 26	2,111.30
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**350 City Manager**

STEP	*1*
ANNUAL	285,300.00
MONTHLY	23,775.00
BI-WEEKLY	10,973.08
HOURLY	137.1635



## Hon. Judy Hersher, Ret.



*Results Beyond Dispute<sup>SM</sup>*

With two decades of experience on the Sacramento County Superior Court bench, Judge Hersher has presided over hundreds of civil litigation matters, including business and corporate disputes, eminent domain, wrongful death, environmental, insurance, and civil rights. Prior to becoming a judge, she was a litigation partner with Downey Brand LLP, and tried cases representing both sides in many facets of law. During this time, she participated in court ADR programs, including serving as Judge Pro Tem for the Sacramento County Superior Court settlement department and as an Early Neutral Evaluator for the U.S. District Court, Eastern District. Over the course of her 37 years in law, Judge Hersher has earned a reputation for fairness and firmness with an unprecedented work ethic. She shares her mission as a private judge stating, "My goals are to provide a collaborative and collegial process through which disputes are resolved with engaged support, and all aspects of the process are founded in neutrality, integrity, respect, legal scholarship, and decisiveness."

### ADR EXPERIENCE & SPECIALTIES

Business Litigation, Civil Rights, Employment, Medical Negligence, Personal Injury, Professional Malpractice

### EXPERIENCE SUMMARY

The following is a sampling of the various cases Judge Hersher presided over as a Superior Court Judge.

### LEGAL CAREER & PRIOR EXPERIENCE

- Full Time Neutral, Judicate West (2021-Present)
- Judge, Sacramento Superior Court (2000-2021); Served in civil, complex, law and motion, and writs
- Litigation Partner, Downey, Brand, Seymour & Rohwer LLP (1984-2000); Areas of law included contracts, eminent domain, real estate, personal injury and employment discrimination.

### EDUCATION & PROFESSIONAL AFFILIATIONS

- J.D. University of California, Davis Martin Luther King School of Law (1984 )
- M.A. Fellowship, Georgetown University (1975)
- B.A. State University of New York - Albany, New York, English, Magna Cum Laude (1972)
- Sacramento County Grand Jury Advisor (Effective January 2020)
- California Judicial Council Advisory Committee on Civil Jury Instructions (2012-2021)
- California State Federal Judicial Council (2012-2021)
- Leonard M. Friedman Bar Association, Founder, and Judicial Chair (2009-2015)
- Judicial Master, Anthony M. Kennedy Inns of Court, Sacramento (2000-2013); Life Member (1991-Present)
- California Judicial Council Advisory Committee on Access and Fairness (2005-2007)
- Standing Committee on Gender, Race, Religious and Ethnic Fairness, United States Court of Appeals, Ninth Circuit (1999-2000 )
- California Women Lawyers, Member (1984-Present)

### ACHIEVEMENTS & AWARDS

- Recognition for Founding and Success, Leonard M. Friedman Bar Association (2021)
- Co-author , California Civil Jury Instruction Handbook for Thomson Reuters (2014-2018)

## LOCATIONS

- Trial Judge of the Year, American Board of Trial Advocates, Sacramento Region (2017)
- Trial Judge of the Year, Capital City Trial Lawyers Association (2015)
- Trial Judge of the Year, Sacramento County Bar Association (2012)
- Justice Frances Newell Carr Achievement Award for Advancing the Rights of Women and Children in the Law, Women Lawyers of Sacramento (2003)
- Humanitarian of the Year, Sacramento County Bar Association (2000)
- Bayard Rustin Award for Civil Rights, Creation, Sacramento Area Hate Crimes Task Force, Sacramento (1995)
- Consultant, California Judges Benchbooks

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Northern California, All of California

## **RESOLUTION NO. 6561**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, MAKING THE LEGALLY REQUIRED FINDINGS TO RE-AUTHORIZE THE USE OF TELECONFERENCING IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR MEETINGS OF THE GARDENA CITY COUNCIL AND OTHER COMMISSIONS, COMMITTEES AND BOARDS SUBJECT TO STATE OPEN MEETING LAWS**

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

WHEREAS, international, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARS-CoV-2,” and the disease it causes has been named “coronavirus disease 2019,” abbreviated COVID-19, (“COVID-19”); and

WHEREAS, on March 4, 2020, the Governor of the State of California, Gavin Newsom declared a State of Emergency in California to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for broader spread of COVID-19; and

WHEREAS, on March 4, 2020, the Los Angeles County Board of Supervisors and Department of Public Health declared a local emergency and local public health emergency to aid the regional healthcare and governmental community in responding to COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency due to the continue spread and the effects of COVID-19; and

WHEREAS, on March 16, 2020, the City Manager, as the City’s Director of Emergency Services, did proclaim the existence of a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code Chapter 2.56.060; and

WHEREAS, the Governor’s March 4, 2021, declaration of a state of emergency based on the COVID-19 pandemic remains in place; and

WHEREAS, the Proclamation of Existence of a Local Emergency issued by the City Manager, as the City’s Director of Emergency Services on March 16, 2020, has been ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020, Resolution No. 6483 on October 27, 2020, Resolution

No. 6489 on December 15, 2020, Resolution No. 6495 on February 9, 2021, Resolution No. 6503 on March 23, 2021, Resolution No. 6512 on May 11, 2021, Resolution No. 6521 on June 22, 2021, Resolution No. 6526 on August 10, 2021, Resolution No. 6533 on October 26, 2021, Resolution No. 6538 on December 14, 2021 and Resolution No. 6559 on February 8, 2022, with the result that the proclamation of a local emergency based on the COVID-19 pandemic remains in place; and

WHEREAS, Paragraph 3 of Executive Order N-29-20, issued by the Governor on March 17, 2020, among other things, suspended the Brown Act requirements for teleconferencing, provided that notice and accessibility requirements were met, the public was allowed to observe and address the legislative body at the meeting, and the legislative body had a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, specifying that this suspension would remain in place during the period in which state or local public health officials have imposed or recommended social distancing measures; and

WHEREAS, paragraph 42 of Executive Order N-08-21, issued by the Governor on June 11, 2021, withdrew, and replaced paragraph 3 of Executive Order N-29-20's suspension of the Brown Act requirements for teleconferencing with a similar suspension of those requirements that it specified would remain in place only through September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor signed into law Assembly Bill No. 361 ("AB 361"), which, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing or when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, AB 361 requires legislative bodies that hold teleconferenced meetings under its abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may

access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body; and

WHEREAS, AB 361 requires the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored; and

WHEREAS, AB 361 prohibits the legislative body from requiring public comments to be submitted in advance of the meeting and specifies that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time; and

WHEREAS, AB 361 prohibits the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified; and

WHEREAS, when there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, AB 361 requires a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under AB 361's abbreviated teleconferencing procedures; and

WHEREAS, this body previously adopted a Resolution, which made the findings required by AB 361 to allow the City Council and all City Commissions, Committees and Boards to continue to meet under AB 361's abbreviated teleconferencing procedures, and authorized the City Council and all City Commissions, Committees and Boards to conduct meetings under AB 361's abbreviated teleconferencing procedures, without complying with the requirements set forth in Government Code Section 54953(b)(3), subject to compliance with the requirements set forth in Government Code Section 54953(e)(2); and

WHEREAS, in light of the continuing State and local declarations of emergency resulting from the COVID-19 pandemic, the continuing recommendation by Los Angeles County Public Health officials of measures to promote social distancing, and the imminent risks to the health of safety of attendees at meetings conducted in person, the City Council desires to again make the findings required by AB 361 to allow the City Council and all City Commissions, Committees and Boards to continue to meet under AB 361's abbreviated teleconferencing procedures.

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

SECTION 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. The City Council finds that the State and local declarations of emergency resulting from the COVID-19 pandemic remain in place, and that the state of emergency continues to directly impact the ability to meet safely in person.

SECTION 3. The City Council finds that local officials, namely, the Los Angeles County Department of Public Health, has continued to recommend measures to promote social distancing.

SECTION 4. As a result of the findings in Sections 1 through 3 above, the City Council and all City Commissions, Committees and Boards are authorized to conduct meetings under AB 361's abbreviated teleconferencing procedures, without complying with the requirements set forth in Government Code Section 54953(b)(3), subject to compliance with the requirements set forth in Government Code Section 54953(e)(2).

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have passed this Resolution and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this

Resolution would be subsequently declared invalid or unconstitutional.

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 22th day of February 2022.

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

ATTEST:

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

APPROVED AS TO FORM:

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





# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.H  
Section: CONSENT CALENDAR  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6562, Amending the list of authorized games and authorizing the play of certain games in licensed card clubs.

**CONTACT: CITY MANAGER**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council adopt Resolution No. 6562 which amends the current list of authorized games and authorizes the play of certain games in licensed card clubs.

On February 8, 2022, Hustler Casino received written approval from the State of California Department of Justice, Bureau of Gambling Control to begin offering the modified game, *Face Up Pai Gow Poker*, for play at their club.

This approval by the State of California is subject to the adoption of a formal resolution by the Gardena City Council.

**FINANCIAL IMPACT/COST:**

N/A

**ATTACHMENTS:**

[Hustler Casino Modified Game Temporary Approval Request.pdf](#)

[Reso No 6562.pdf](#)

[Hustler Casino - Dept of Justice temporary approval of game.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

---

Clint Osorio, City Manager

# El Dorado LF, LLC

February 9, 2022

VIA EMAIL ONLY  
(COSORIO@CITYOFGARDENA.ORG)

Clint Osorio  
City Manager  
City of Gardena  
1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

**Re: Modified Game**

Dear Clint,

Hustler Casino recently submitted a request to the Bureau of Gambling Control to offer the modified game of Face Up Pai Gow Poker for play at the casino. We have received temporary approval by the Bureau to begin offering this modified game once approved by the City of Gardena. Attached is a copy of the letter of temporary approval from the Bureau which provides the details of the modified game.

On behalf of Hustler Casino, I'm requesting the modified game of Face Up Pai Gow Poker be approved by the City of Gardena for play at our casino.

If you have any questions or need additional information please give me a call.

Sincerely,

  
\_\_\_\_\_  
Shaun Yaple  
General Manager

**Acknowledged and Agreed**  
**City of Gardena**

By: \_\_\_\_\_  
Clint Osorio, City Manager

Date: \_\_\_\_\_

SY:dr

Enclosure

cc: K. Sharp, Esq.

## RESOLUTION NO. 6562

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING THE LIST OF AUTHORIZED GAMES AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

**WHEREAS**, Gardena Municipal Code Section 5.24.430 provides that licensed card clubs in the City of Gardena (“City”) may play any game permitted under state law which is also permitted by resolution of the City Council; and

**WHEREAS**, the City Council approved those certain games to be played in licensed card clubs as listed in Resolution No. 6513; and

**WHEREAS**, from time to time licensed card clubs in the City have filed rules of play and requested authorization pursuant to Gardena Municipal Code Section 5.24.430 to play other games not previously listed and approved by City Council Resolution.

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

SECTION 1. That the modified game of **Face Up Pai Gow Poker**, offered in connection with authorized Poker Section and Promotional Games and played in accordance with the rules approved by the Bureau of Gambling Control on February 8, 2022, shall be permitted to be played in licensed card clubs in the City. The list of all such approved and permitted games is as follows:

#### POKER SECTION

2 WAY WINNER	DRAW
5 CARD STUD	DRAWMAHA ACE-TO-FIVE
6 CARD STUD	DRAWMAHA HI
7 CARD HI LO SPLIT	EASY POKER
7 CARD STUD	EASY POKER BONUS BET
7 CARRD STUD HI-LO REGULAR	EZ BACCARAT
21 <sup>st</sup> CENTURY BACCARAT	EZ BACCARAT MODIFICATION
21 <sup>st</sup> CENTURY BACCARAT 9.0	EZ BACCARAT PROGRESSIVE JACKPOT
21 <sup>st</sup> CENTURY LUCKY 7 BACCARAT	FACE UP PAI GOW POKER
BADACEY	HI LO DECLARE
BADEUCEY	HOLDEM
BADUGI	HOLDEM HI LO
BIG O HIGH-LOW SPLIT	HUSTLER CASINO POKER ROOM MEGA-
BLACKJACK JACKPOT	PROGRESSIVE JACKPOT
BLAZING SEVENS JACKPOT PROGRESSIVE	JACKPOT POKER
BUSTER BLACK JACK BONUS BET	JACKS BACK HI LO
CALIFORNIA HIGH DRAW OPEN BLIND	KANSAS CITY LOWBALL DEUCE TO SEVEN
CARIBBEAN STUD POKER	LET IT RIDE BONUS
CRAZY PINEAPPLE	LOWBALL
DOUBLE BOARD OMAHA	LOWBALL DRAW WINNER LEAVE IT IN
DRAGON BONUS BACCARAT– COMMISSION	MEXICAN POKER
FREE	OMAHA AND POT LIMIT

**Resolution No. 6562**  
AMENDING THE LIST OF AUTHORIZED GAMES  
AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

OMAHA HI  
OMAHA HI LO  
OMAHA HI LO SPLIT  
OMAHA AND POT LIMIT  
OPEN FACE CHINESE POKER  
PAN  
PINEAPPLE  
POCKET ACES CRACKED  
POKER PAYS TO PLAY  
RAZZ  
RAZZDACEY  
RAZZDEUCEY  
SEVEN CARD STUD  
SEVEN CARD STUD HIGH-LOW SPLIT  
SHORT DECK HOLD'EM  
SUPER 7 CARD STUD  
SUPER 7 CARD STUD HI/LO  
SUPER 7 CARD STUD HI/LO REGULAR

SUPER 9 JACKPOT  
SUPER RAZZ  
SUPER RAZZDACEY  
SUPER RAZZDEUCEY  
SUPER STUD POKER PROGRESSIVE JACKPOT  
SUPER 7 CARD STUD HI/LO REGULAR  
TABLE TOP JOKER POKER  
TEXAS HOLD'EM  
TEXAS STUD POKER  
THREE CARD POKER  
THREE CARD POKER 6 CARD BONUS  
THREE CARD POKER PROGRESSIVE JACKPOT  
TRIPLE ACES II  
TRIPS  
ULTIMATE TEXAS HOLD'EM  
ULTIMATE TEXAS HOLD'EM PROGRESSIVE  
JACKPOT

**ASIAN SECTION**

13 CARD  
21<sup>ST</sup> CENTURY BLACKJACK 5.1 [Modified]  
ASIAN STUD  
BACCARAT  
BLACKJACK JOKERS  
BONANZA PAI GOW TILES  
CALIFORNIA ACES  
CALIFORNIA BLACKJACK  
CASINO WAR  
CENTURY21  
CRAZY 4 POKER  
EO11  
FUNTAZEE 21  
FORTUNE PAI GOW POKER  
FORTUNE PAI GOW POKER PROGRESSIVE  
JACKPOT  
LUCKY MOON  
MAHJONG  
MISSISSIPPI STUD 3 CARD BONUS

MONSTER & BUSTER PAI GOW POKER  
NO BUST BLACKJACK  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 4.0A  
[Modified]  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 4.0B  
[Modified]  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 6.2  
PAI GOW GOLD DESIGNATED HAND  
PROMOTION  
PAI GOW GOLD PROGRESSIVE JACKPOT  
PAI GOW POKER  
PAI GOW POKER JACKPOT  
PAI GOW TILES  
PAN NINE  
PAN NINE GOLD  
SUPER PAN 9 MODIFICATION  
TEXAS PAI GOW  
TRIPLE PLAY  
ZOOBAC

**PROMOTIONAL GAMES**

BONUS CHIP PROMOTION  
CALIFORNIA GAMES PROMOTIONAL CHIPS  
PROMOTION  
EZ BACCARAT PROGRESSIVE JACKPOT

FOOD REWARD PROGRAM  
GIFT CARD REWARD PROGRAM  
HUSTLER SPECIAL EVENTS PLAYER REWARDS  
PROMOTION V2

**Resolution No. 6562**  
AMENDING THE LIST OF AUTHORIZED GAMES  
AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

HIGH HAND GIVEAWAY PROMOTION  
JACKPOT GAMES  
LIVE ACTION TOURNAMENT PROMOTION  
PLAYER REWARDS PROGRAM [Modified]

POKER PROMOTIONAL CHIPS  
SPECIAL EVENTS PLAYER REWARDS  
SPORTS BRACKET

SECTION 2. That upon the approval and adoption of this resolution, Resolution No. 6513 shall be rescinded and shall no longer be in force and effect.

SECTION 3. That this resolution shall be effective immediately.

**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 the City; and shall make a minute of the passage and adoption thereof on the records of the proceedings of the City Council for the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 22<sup>nd</sup> day of February, 2022.

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TASHA CERDA, Mayor

ATTEST:

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MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



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CARMEN VASQUEZ, City Attorney



BUREAU OF GAMBLING CONTROL  
2450 DEL PASO ROAD, SUITE 100  
SACRAMENTO, CA 95834

February 8, 2022

Keith Sharp, Designated Agent  
Hustler Casino  
301 North Lake Avenue, Suite 1100  
Pasadena, CA 91101

**TEMPORARY AUTHORIZATION**

Effective Date: 02/08/2022

Expiration Date: 02/08/2024

**BGC ID: GEGR-002162**

**RE: Face Up Pai Gow Poker Modification Temporary Approval**

Dear Keith Sharp:

The Bureau of Gambling Control (Bureau) has reviewed Hustler Casino's request to offer the modified game of Face Up Pai Gow Poker for play. This letter is to inform you that the Bureau is granting temporary authorization for the dates provided above.

Hustler Casino may begin offering the modified game for play, as enclosed, pending any approvals that may be required by the local jurisdiction. This letter of approval and the enclosed rules shall be kept on file, at Hustler Casino, and be readily available for review during all hours of operation. Any changes to the approved rules of play shall invalidate this temporary approval. **In addition, this approval letter shall supersede any previous approval letters.**

The Bureau reserves the right to: (1) review the lawfulness of the modified game of Face Up Pai Gow Poker; (2) notify all law enforcement agencies and gambling establishments if further review determines the modified game of Face Up Pai Gow Poker to be unlawful; (3) require gambling establishments to cease and desist offering the modified game of Face Up Pai Gow Poker if found to be unlawful; and (4) take action against those gambling establishments that decline to abide by the Bureau's cease and desist notification.

**Hustler Casino shall play the modified game of Face Up Pai Gow Poker in accordance with the Bureau approved temporary rules, as enclosed.**

**Modification(s) to the game of Face Up Pai Gow Poker**

- *Changed the joker from fully-wild to semi-wild*
- *Updated the Fortune Bonus Bet Pay Table*
- *Adding the Ace High Bonus Bet*
- *Updated the table layout*

Hustler Casino  
Face Up Pai Gow Poker Modification  
Page 2 of 2

Although the Bureau has temporarily approved the modified game of Face Up Pai Gow Poker, it is the sole responsibility of Hustler Casino to abide by and remain in compliance with the local ordinance for the City of Gardena. This letter does not constitute any approval that may be required by the local jurisdiction before the modified game of Face Up Pai Gow Poker is offered for play. Hustler Casino shall be fully responsible for ensuring that any approval required by local law enforcement is obtained prior to offering the modified game of Face Up Pai Gow Poker for play.

Any changes Hustler Casino may wish to make in the future to the temporarily approved game enclosed shall be submitted to the Bureau along with the required fees, and will not be authorized until written notification of approval from the Bureau is received.

If you have any questions, please contact Anthony Lucero at (916) 621-1563 or via email at [BGCgames@doj.ca.gov](mailto:BGCgames@doj.ca.gov).

Sincerely,



ANDREW MEREDITH, Manager  
Game Review Unit

For ROB BONTA  
Attorney General

Enclosure

cc: Cheryleen Kau, Special Agent Supervisor, CES, Los Angeles



## Face Up Pai Gow Poker



FEB 08 2022

Bureau of Gambling  
Control**Type of Game**

The game of Face Up Pai Gow Poker utilizes a player-dealer position and is a California game. The player-dealer shall collect all losing wagers, pay all winning wagers, and may not win or lose more than the original amount wagered. Once the player-dealer's wager has been exhausted, the wagers not covered by the player-dealer shall be returned to the respective players. A player shall only remain in the player-dealer position for two consecutive rounds of play before it is offered in a clockwise fashion around the gaming table. The gambling enterprise does not participate in the actual play of the game and has no interest in the outcome of the play.

**Object of the Game**

The object of the game of Face Up Pai Gow Poker is to make a five-card hand and a two-card hand that ranks higher than the player-dealer's five-card hand and two-card hand. Face Up Pai Gow Poker is a Pai Gow Poker variant and plays like conventional Pai Gow Poker, except the player-dealer's hand is exposed first. If the player-dealer has an ace-high hand, "Pai Gow", then all player's hands will push (tie).

**Description of the Deck and Number of Decks Used**

Face Up Pai Gow Poker is played with a standard 52-card deck including a joker for a total of 53 cards. Cards may be dealt using either a manual hand shuffle or an automated shuffling machine.

**Card Values and Hand Rankings**

The rank of each card used in Face Up Pai Gow Poker, in order of highest to lowest rank, will be: ace, king, queen, jack, 10, 9, 8, 7, 6, 5, 4, 3 and 2. The ace would be considered low any time the ace begins a Straight or a Straight Flush. The joker can only be used as an ace or to complete any Straight or Straight Flush. All suits will be considered equal in rank.

The hand rankings for the game of Face Up Pai Gow Poker, in order of highest to lowest, are as follows:

Face up Pai Gow Poker Hand Rankings

Hand Dealt	Hand Requirements
<b>Five Aces</b>	A hand that consists of four aces and a joker.
<b>Royal Flush</b>	A hand that consists of an ace, king, queen, jack and 10 of the same suit.
<b>Straight Flush</b>	A hand that consists of five cards of the same suit in consecutive ranking. A king, queen, jack, 10 and 9 is the highest ranked Straight Flush and a 5, 4, 3, 2 and ace is the lowest ranked Straight Flush.
<b>Four of a Kind</b>	A hand that consists of four cards of the same rank. Four aces is the highest ranked Four of a Kind and four 2s is the lowest ranked Four of a Kind.
<b>Full House</b>	A hand that consists of a Three of a Kind and a Pair. Three aces and two kings is the highest ranked Full House and three 2s and two 3s is the lowest ranked Full House.
<b>Flush</b>	A hand that consists of five cards of the same suit but are not in consecutive ranking. An ace, king, queen, jack and 9 is the highest ranked Flush and a 7, 5, 4, 3 and 2 is the lowest ranked Flush.
<b>Straight</b>	A hand that consists of five cards in consecutive ranking, but are not the same suit. An ace, king, queen, jack and 10 is the highest ranked Straight and a 5, 4, 3, 2 and ace is the lowest ranked Straight.



## Face Up Pai Gow Poker

Bureau of Gambling

Control

<b>Three of a Kind</b>	A hand that consists of three cards of the same rank. Three aces is the highest ranked Three of a Kind and three 2s is the lowest ranked Three of a Kind.
<b>Two Pair</b>	A hand that consists of two Pair. Two aces and two kings is the highest ranked Two Pair and two 3s and two 2s is the lowest ranked Two Pair.
<b>One Pair</b>	A hand that consists of two cards of the same rank. Two aces is the highest ranked Pair and two 2s is the lowest ranked Pair.
<b>High Card</b>	A hand that consists of five cards that do not make any of the hands listed above. An ace, king, queen, jack and 9 is the highest ranked High Card hand and 7, 5, 4, 3, and 2 is the lowest ranked High Card hand.

**Description of Table Used and Total Number of Seated Positions**

Face Up Pai Gow Poker is played on a standard Pai Gow Poker table, which seats a maximum of six players and a player-dealer, for a total of seven seated positions. Within each betting area for each seated player, there shall be three separate betting areas specifically designated for three separate wagers: the base game, the Fortune Bonus Bet, and the Ace-High Bonus Bet. Each betting space at the table has a fixed amount for wagering limits defining the minimum and maximum amounts that may be wagered. Players must bet at least the table minimum.

**Dealing Procedures and Round of Play**

All wagers in Face Up Pai Gow Poker will be made by placing casino chips on the appropriate betting areas of the table layout keeping in mind the table minimum and maximum wagering limits.

1. Third-Party Providers of Proposition Player Services (TPPPS), as defined in Section 19984 of the California Business and Professions Code, are permitted to play.
2. At the start of a game a player is offered the player-dealer position. Once the player-dealer position is accepted, the house dealer shall wait for each player to make their wager in accordance with the table limits.
  - a. Each player then has the following option(s) when placing their wager(s):
    - i. The base game which pays 1 to 1;
    - ii. The Fortune Bonus Bet which pays according to the payable, as shown below; If a player wagers at least \$5 on the Fortune Bonus Bet, the player qualifies for the Envy Bonus and the house dealer must place an "envy" button next to the player's Fortune Bonus Bet wager.
    - iii. Ace-High Bonus Bet pays according the posted pay table.
3. Backline betting is permitted on all wagers.
4. The game shall utilize an action button to determine the first player to receive first action from the player-dealer.
  - a. To determine the placement of the action button, the house dealer shall use a dice cup. The player-dealer shakes a dice cup, which contains three dice, and the numerical total of the three dice determines the position of the action button. The player-dealer's position is always one, eight, and fifteen. Other seats in clockwise rotation, respectively represent the other numbers. If the total dice value is one, eight, or fifteen, the player-dealer shall receive the first set of cards and the player to the left of the player-dealer shall receive the "Action" button.



## Face Up Pai Gow Poker

## Bureau of Gambling

5. Once all wagers have been placed, the house dealer shall complete the deal of seven **Control** piles of seven cards face-down in front of the house dealer, one at a time from the house dealer's left to right, until all seven hands are dealt. The house dealer shall then spread the remaining cards to verify there are four cards remaining and placed in the discard pile.
6. Should there be a need to deal the game manually (due to a machine malfunction, etc.) the following procedure shall be followed:
  - a. The house dealer shall complete the deal of seven piles of seven cards face-down in front of them. When dealing the seven piles of seven cards, the house dealer shall deal one card at a time in front of the house dealer position until there are seven cards, starting from left to right. Once there are seven cards laid out, the house dealer shall deal each pile another card, from right to left, giving each pile a total of two cards. This process of dealing cards left to right, then right to left, shall be completed until each pile has seven cards. The remaining four cards shall be placed in the discard pile.
    - i. Once the cards have been stacked, the player dealer selects which pile will be distributed to the first player who receives the "action" button. The house dealer identifies the hand by placing a button marked "action" on this pile by pushing it forward and turning the pile behind it sideways.
7. Once the first position is determined, the house dealer then distributes the seven piles of cards, starting with the action button and continuing clockwise.
  - a. The player-dealer receives their cards in turn according to the action.
  - b. All seven piles of cards will be distributed to all seats at the table, regardless of whether a player is seated at each position or a wager has been placed. The house dealer will then spread the remaining cards to verify there are four cards remaining and placed in the discard pile.
8. The player-dealer's hand will then be exposed and set before the players set their hands.
  - a. If the player-dealer has an ace-high seven-card hand, all player's wagers shall automatically push.
    - i. If the player-dealer's hand does not contain a seven-card ace-high hand, each player shall then set their hand.
  - b. The player-dealer has the option to ask the house dealer to set their hand according to the House Way chart.
9. Once the player-dealer's hand is set, each player sets their hands by arranging the seven cards into a two-card hand in front, and a five-card hand in back.
  - a. The five-card hand must rank higher than the two-card hand, according to the hand rankings, as shown above.
  - b. The player has the option to ask the house dealer to set their hand according to the House Way chart below.
  - c. Players do not have to set their hand the "House Way", they are free to set the hand in any fashion they choose as long as it is not a foul hand. If a player arranges the two-card hand so it out-ranks the five-card hand, this will be considered a foul and the player will automatically lose their wager.
10. Once the player's hands are set, each player's hand is exposed, in turn, and compared to the player-dealer's hands to determine the winners, losers, or push hands.
11. Each player's five-card hand will be compared to the player-dealer's five-card hand, and each player's two-card hand will be compared to the player-dealer's two-card hand, in turn.
12. Wagers will be settled in a clockwise manner around the table, starting with the player with the Action button.



## Face Up Pai Gow Poker

## Bureau of Gambling

13. All wagers will be settled from seat to seat (including backline betters) in the following **Control** order: the base game wager, then the Fortune Bonus Bet, and then the Envy Bonus. Once the player-dealer's wager has been exhausted, the wagers not covered by the player-dealer will be returned to the respective players.
14. The cards are collected, shuffled, and a new round begins.

## Face Up Pai Gow Poker House Way Hand Set

Hand Dealt	House Way	Example																				
High Card	Put 2 <sup>nd</sup> and 3 <sup>rd</sup> highest cards in front.	<table><tr><td>K</td><td>J</td><td></td><td></td><td></td></tr><tr><td>♦</td><td>♣</td><td></td><td></td><td></td></tr><tr><td>A</td><td>10</td><td>7</td><td>5</td><td>3</td></tr><tr><td>♥</td><td>♣</td><td>♠</td><td>♥</td><td>♦</td></tr></table>	K	J				♦	♣				A	10	7	5	3	♥	♣	♠	♥	♦
K	J																					
♦	♣																					
A	10	7	5	3																		
♥	♣	♠	♥	♦																		
One Pair	Put Pair in back, highest two cards in front.	<table><tr><td>A</td><td>Q</td><td></td><td></td><td></td></tr><tr><td>♣</td><td>♦</td><td></td><td></td><td></td></tr><tr><td>3</td><td>3</td><td>J</td><td>8</td><td>4</td></tr><tr><td>♠</td><td>♣</td><td>♥</td><td>♦</td><td>♣</td></tr></table>	A	Q				♣	♦				3	3	J	8	4	♠	♣	♥	♦	♣
A	Q																					
♣	♦																					
3	3	J	8	4																		
♠	♣	♥	♦	♣																		
Two Pair: High Pair is A's, K's, or Q's	Put small Pair in front.	<table><tr><td>3</td><td>3</td><td></td><td></td><td></td></tr><tr><td>♦</td><td>♠</td><td></td><td></td><td></td></tr><tr><td>K</td><td>K</td><td>7</td><td>6</td><td>2</td></tr><tr><td>♥</td><td>♠</td><td>♥</td><td>♣</td><td>♦</td></tr></table>	3	3				♦	♠				K	K	7	6	2	♥	♠	♥	♣	♦
3	3																					
♦	♠																					
K	K	7	6	2																		
♥	♠	♥	♣	♦																		
Two Pair: High Pair is J's, 10's, or 9's	Put both Pairs in back if an ace can be played in the front, otherwise put small Pair in front.	<table><tr><td>A</td><td>7</td><td></td><td></td><td></td></tr><tr><td>♣</td><td>♥</td><td></td><td></td><td></td></tr><tr><td>J</td><td>J</td><td>8</td><td>8</td><td>4</td></tr><tr><td>♦</td><td>♠</td><td>♣</td><td>♥</td><td>♠</td></tr></table>	A	7				♣	♥				J	J	8	8	4	♦	♠	♣	♥	♠
A	7																					
♣	♥																					
J	J	8	8	4																		
♦	♠	♣	♥	♠																		
Two Pair: High Pair is 8's, 7's, or 6's	Put both Pairs in back if a king or higher can be played in the front; otherwise put small Pair in front.	<table><tr><td>K</td><td>9</td><td></td><td></td><td></td></tr><tr><td>♠</td><td>♠</td><td></td><td></td><td></td></tr><tr><td>8</td><td>8</td><td>4</td><td>4</td><td>7</td></tr><tr><td>♣</td><td>♦</td><td>♦</td><td>♥</td><td>♣</td></tr></table>	K	9				♠	♠				8	8	4	4	7	♣	♦	♦	♥	♣
K	9																					
♠	♠																					
8	8	4	4	7																		
♣	♦	♦	♥	♣																		
Two Pair: High Pair is 5's, 4's, or 3's	Put both Pairs in back if a queen or higher can be played in the front, otherwise put small Pair in front.	<table><tr><td>Q</td><td>8</td><td></td><td></td><td></td></tr><tr><td>♥</td><td>♣</td><td></td><td></td><td></td></tr><tr><td>5</td><td>5</td><td>4</td><td>4</td><td>2</td></tr><tr><td>♥</td><td>♠</td><td>♥</td><td>♣</td><td>♠</td></tr></table>	Q	8				♥	♣				5	5	4	4	2	♥	♠	♥	♣	♠
Q	8																					
♥	♣																					
5	5	4	4	2																		
♥	♠	♥	♣	♠																		
Three Pair: With or without a Straight, Flush, or Straight Flush	Put highest Pair in front.	<table><tr><td>9</td><td>9</td><td></td><td></td><td></td></tr><tr><td>♣</td><td>♠</td><td></td><td></td><td></td></tr><tr><td>7</td><td>7</td><td>5</td><td>5</td><td>A</td></tr><tr><td>♦</td><td>♣</td><td>♥</td><td>♠</td><td>♣</td></tr></table>	9	9				♣	♠				7	7	5	5	A	♦	♣	♥	♠	♣
9	9																					
♣	♠																					
7	7	5	5	A																		
♦	♣	♥	♠	♣																		
Three of a Kind: Aces	Put an ace and highest single card in front.	<table><tr><td>A</td><td>8</td><td></td><td></td><td></td></tr><tr><td>♣</td><td>♦</td><td></td><td></td><td></td></tr><tr><td>A</td><td>A</td><td>5</td><td>4</td><td>2</td></tr><tr><td>♦</td><td>♠</td><td>♦</td><td>♣</td><td>♠</td></tr></table>	A	8				♣	♦				A	A	5	4	2	♦	♠	♦	♣	♠
A	8																					
♣	♦																					
A	A	5	4	2																		
♦	♠	♦	♣	♠																		






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## Face Up Pai Gow Poker

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Three of a Kind: Kings and below	Put two highest single cards in front.	<table border="1"> <tr> <td>J ♥</td><td>10 ♣</td><td></td><td></td><td></td></tr> <tr> <td>K ♥</td><td>K ♦</td><td>K ♣</td><td>7 ♠</td><td>5 ♥</td></tr> </table>	J ♥	10 ♣				K ♥	K ♦	K ♣	7 ♠	5 ♥
J ♥	10 ♣											
K ♥	K ♦	K ♣	7 ♠	5 ♥								
Two Three of a Kinds	Put highest Pair possible in front.	<table border="1"> <tr> <td>J ♣</td><td>J ♦</td><td></td><td></td><td></td></tr> <tr> <td>5 ♠</td><td>5 ♥</td><td>5 ♣</td><td>J ♠</td><td>A ♦</td></tr> </table>	J ♣	J ♦				5 ♠	5 ♥	5 ♣	J ♠	A ♦
J ♣	J ♦											
5 ♠	5 ♥	5 ♣	J ♠	A ♦								
Straight, Flush, or Straight Flush with no Pair	Put the highest possible two cards in front that will leave a complete hand in back.	<table border="1"> <tr> <td>A ♠</td><td>9 ♠</td><td></td><td></td><td></td></tr> <tr> <td>6 ♠</td><td>5 ♠</td><td>4 ♣</td><td>3 ♦</td><td>2 ♠</td></tr> </table>	A ♠	9 ♠				6 ♠	5 ♠	4 ♣	3 ♦	2 ♠
A ♠	9 ♠											
6 ♠	5 ♠	4 ♣	3 ♦	2 ♠								
Straight, Flush, or Straight Flush with one Pair	Put the highest possible two cards (Pair or no Pair) in front that will leave a complete hand in back.	<table border="1"> <tr> <td>J ♥</td><td>8 ♦</td><td></td><td></td><td></td></tr> <tr> <td>9 ♠</td><td>8 ♥</td><td></td><td>6 ♠</td><td>5 ♦</td></tr> </table>	J ♥	8 ♦				9 ♠	8 ♥		6 ♠	5 ♦
J ♥	8 ♦											
9 ♠	8 ♥		6 ♠	5 ♦								
Straight, Flush, or Straight Flush with two Pair	Put a Pair in front with a complete hand in back otherwise play Two Pair strategy.	<table border="1"> <tr> <td>7 ♦</td><td>7 ♣</td><td></td><td></td><td></td></tr> <tr> <td>9 ♥</td><td>9 ♦</td><td>Q ♦</td><td>J ♦</td><td>4 ♦</td></tr> </table>	7 ♦	7 ♣				9 ♥	9 ♦	Q ♦	J ♦	4 ♦
7 ♦	7 ♣											
9 ♥	9 ♦	Q ♦	J ♦	4 ♦								
Straight, Flush, or Straight Flush with Three of a Kind	Put Pair or ace in front with complete hand behind.	<table border="1"> <tr> <td>5 ♠</td><td>5 ♥</td><td></td><td></td><td></td></tr> <tr> <td>7 ♦</td><td>6 ♠</td><td>5 ♦</td><td>4 ♠</td><td>3 ♥</td></tr> </table>	5 ♠	5 ♥				7 ♦	6 ♠	5 ♦	4 ♠	3 ♥
5 ♠	5 ♥											
7 ♦	6 ♠	5 ♦	4 ♠	3 ♥								
Full House with or without a Straight, Flush, or Straight Flush. (Three of a Kind and a Pair)	Put the highest Pair in front while keeping at least Three of a Kind behind.	<table border="1"> <tr> <td>4 ♣</td><td>4 ♥</td><td></td><td></td><td></td></tr> <tr> <td>8 ♥</td><td>8 ♠</td><td>8 ♦</td><td>A ♣</td><td>K ♥</td></tr> </table>	4 ♣	4 ♥				8 ♥	8 ♠	8 ♦	A ♣	K ♥
4 ♣	4 ♥											
8 ♥	8 ♠	8 ♦	A ♣	K ♥								
Four of a Kind A's, K's, or Q's	Split to Pair-Pair.	<table border="1"> <tr> <td>Q ♣</td><td>Q ♦</td><td></td><td></td><td></td></tr> <tr> <td>Q ♥</td><td>Q ♠</td><td>9 ♠</td><td>7 ♦</td><td>5 ♣</td></tr> </table>	Q ♣	Q ♦				Q ♥	Q ♠	9 ♠	7 ♦	5 ♣
Q ♣	Q ♦											
Q ♥	Q ♠	9 ♠	7 ♦	5 ♣								
Four of a Kind: J's, 10's, or 9's	Play Four of a Kind in back if at least a king can be played up front, otherwise split.	<table border="1"> <tr> <td>J ♦</td><td>J ♠</td><td></td><td></td><td></td></tr> <tr> <td>J ♥</td><td>J ♣</td><td>Q ♦</td><td>10 ♠</td><td>7 ♥</td></tr> </table>	J ♦	J ♠				J ♥	J ♣	Q ♦	10 ♠	7 ♥
J ♦	J ♠											
J ♥	J ♣	Q ♦	10 ♠	7 ♥								



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## Face Up Pai Gow Poker

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Four of a Kind: 8's, 7's, or 6's	Play Four of a Kind in back if at least a queen can be played up front, otherwise split.	<table><tr><td>8 ♥</td><td>8 ♦</td><td></td><td></td><td></td></tr><tr><td>8 ♣</td><td>8 ♠</td><td>J ♣</td><td>7 ♠</td><td>4 ♦</td></tr></table>	8 ♥	8 ♦				8 ♣	8 ♠	J ♣	7 ♠	4 ♦
8 ♥	8 ♦											
8 ♣	8 ♠	J ♣	7 ♠	4 ♦								
Four of a Kind: 5's or below	Always play Four of Kind behind.	<table><tr><td>9 ♥</td><td>8 ♣</td><td></td><td></td><td></td></tr><tr><td>5 ♠</td><td>5 ♦</td><td>5 ♥</td><td>5 ♣</td><td>2 ♠</td></tr></table>	9 ♥	8 ♣				5 ♠	5 ♦	5 ♥	5 ♣	2 ♠
9 ♥	8 ♣											
5 ♠	5 ♦	5 ♥	5 ♣	2 ♠								
Four of a Kind with a Pair	Play the Pair in front and play Four of a Kind in back.	<table><tr><td>4 ♣</td><td>4 ♥</td><td></td><td></td><td></td></tr><tr><td>5 ♥</td><td>5 ♦</td><td>5 ♣</td><td>5 ♠</td><td>2 ♠</td></tr></table>	4 ♣	4 ♥				5 ♥	5 ♦	5 ♣	5 ♠	2 ♠
4 ♣	4 ♥											
5 ♥	5 ♦	5 ♣	5 ♠	2 ♠								
Five Aces	Always put a Pair of aces in front and Three of a Kind in back, unless a Jack or higher can be played alongside the joker. In that case, play the Jack or higher and the joker on top and four aces in the back.	<table><tr><td>A ♣</td><td>A ♠</td><td></td><td></td><td></td></tr><tr><td>A ♥</td><td>A ♦</td><td></td><td>K ♠</td><td>5 ♣</td></tr></table>	A ♣	A ♠				A ♥	A ♦		K ♠	5 ♣
A ♣	A ♠											
A ♥	A ♦		K ♠	5 ♣								

**How Winners are Determined and Paid**

Once each player has set their hands and the house dealer has set the player-dealer's hand, each player's hand shall be compared against the player-dealer's hand. The following shall apply for each possible outcome when determining which hand wins, loses, or if there is a push.

1. The base game wager wins if the two-card hand and the five-card hand, held by the player, ranks higher than the player-dealer's two-card hand and five-card hand.
2. The base game wager loses if the two-card hand and the five-card hand held by the player, ranks lower than the player-dealer's two-card hand and five-card hand.
3. The base game wager "pushes" if one of the hands held by the player ranks higher than the player-dealer's corresponding hand, and the player's other hand ranks lower than the player-dealer's corresponding hand. In this case, neither the player nor the player-dealer wins or loses; the wager is a push and is returned to the player.
  - a. The base game wager also "pushes" if the ranking of the player-dealer's shown hand is a seven-card ace-high hand. Neither the player nor the player-dealer wins or loses; the wager is a push and is returned to the player.
4. If either the two-card hand or the five-card hand is identical in rank to the player-dealer's two-card hand or five-card hand, it is a "copy hand." The player-dealer wins all copy hands.
5. The player-dealer shall collect losing Fortune Bonus Bets and pays winning Fortune Bonus Bets to the extent of the player-dealer's wager.
6. A player qualifies for an Envy Bonus payout when a player places a Fortune Bonus Bet of at least \$5. The player-dealer shall pay all winning Envy Bonus' when a player at the table receives a Four of a Kind or higher, excluding the player-dealer hand or their own hand.
7. The player-dealer shall pay all winning Ace-High Bonus Bets made by players when the player-dealer has an Ace-high seven-card hand or the player-dealer and player both have Ace-high seven-card hands.

## Face Up Pai Gow Poker



FEB 08 2022

Bureau of Gambling  
Control

8. The player-dealer shall collect all losing Ace-High Bonus Bets made by players when the player-dealer's hand is not an ace-high seven-card hand.

**Bonus Bets****Fortune Bonus Bet**

The Fortune Bonus Bet is an optional bonus bet that complements the game of Face Up Pai Gow Poker, as listed above. It is a wager that allows a player to bet that they will be dealt a predetermined and designated qualifying hand, as described below. There will be a distinctively marked circle on the table in which a player may place the optional bonus bet.

- A player has to place a base bet in order to place a Fortune Bonus Bet. Furthermore, the wager must be placed prior to the initial deal.
- Any seated player as well as any backline bettor may place a Fortune Bonus Bet.
- See the collection rate schedule for restrictions on the amount to be wagered on the Fortune Bonus Bet and if any collection fees are to be taken.
- The bonus bet takes into account the first seven cards dealt as a player's hand. In the event that the first seven cards dealt to a player that placed a bonus bet is a predetermined and designated qualifying hand, as described below, the bonus bet will win. The player will then receive a monetary payout based on the bonus hand that the player has received and the payable, as shown below. Any other combination of the first seven cards dealt, other than the hands described below, will lose.
- The bonus bet may win regardless of the outcome of the base game wager.
- The player-dealer will pay all winning Fortune Bonus Bets and will collect all losing Fortune Bonus Bets. Once the player-dealer's wager has been exhausted, the wagers not covered by the player-dealer will be returned to the players.
- Winning Fortune Bonus Bets will be paid according to the table, as shown below.

**Fortune Bonus Bet Paytable**

Hand Dealt	Hand Requirements	Fortune Pays	Envy Pays
<b>7 Card Straight Flush (No Joker)</b>	A hand that consists of seven cards of the same suit in consecutive ranking that does not utilize a joker.	2,500 to 1	\$1,000
<b>Royal Flush + Royal Match</b>	A hand that consists of ace, king, queen, jack, 10 and king, queen suited.	1,000 to 1	\$250
<b>7 Card Straight Flush (With Joker)</b>	A hand that consists of seven cards of the same suit in consecutive ranking that utilizes a joker.	750 to 1	\$100
<b>Five Aces</b>	A hand that consists of four aces and a joker.	250 to 1	\$50
<b>Royal Flush</b>	A hand that consists of an ace, king, queen, jack and 10 of the same suit.	125 to 1	\$25
<b>Straight Flush</b>	A hand that consists of five cards of the same suit in consecutive ranking.	50 to 1	\$10
<b>Four of a Kind</b>	A hand that consists of four cards of the same rank.	25 to 1	\$5
<b>Full House</b>	A hand that consists of a Three of a Kind and a Pair.	5 to 1	



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## Face Up Pai Gow Poker

Bureau of Gambling  
Control

<b>Flush</b>	A hand that consists of five cards of the same suit but are not in consecutive ranking.	4 to 1	
<b>Three of a Kind</b>	A hand that consists of three cards of the same rank.	3 to 1	
<b>Straight</b>	A hand that consists of five cards in consecutive ranking, but are not the same suit.	2 to 1	

**Envy Bonus**

A player who places a wager of at least \$5 on the Fortune Bonus Bet will receive an Envy button and may qualify for the Envy Bonus payout if another player who placed a Fortune Bonus Bet receives a predetermined and designated qualifying hand, as shown above. Players will receive one Envy button for each Fortune Bonus Bet in an amount equal to or greater than \$5.

- The Envy Bonus takes into account the first seven cards dealt as a player's hand.
- Only seated players are eligible to receive an "Envy" button.
- In the event that the first seven cards dealt to a player that has placed a Fortune Bonus Bet is a predetermined and designated qualifying hand, as shown above, all players with an Envy button will win.
- Players are not eligible to win an Envy Bonus for their own hand.
- If multiple players have made a seven-card qualifying Fortune Bonus Bet and Envy Bonus hand, then all players with an Envy button will win, other than for their own hand.
- If multiple Envy Bonus hands are achieved, all players with Envy buttons will be paid for the multiple Envy payouts. However, players are not eligible to win an Envy Bonus for their own hand.
- Players will receive a fixed monetary payout based on the qualifying hand that another player has received and the pay table, as shown above.
- The Envy Bonus may win regardless of the outcome of the Face Up Pai Gow Poker base game wager.
- The player-dealer will pay qualifying Envy Bonuses and will collect Envy buttons that did not qualify to the extent of the player-dealer's wager.
- Qualifying Envy Bonus buttons will be paid according to the table, as shown above.

**Ace-High Bonus Bet**

For each seated position, there shall be one separate and specifically designated area for the placement of an Ace-High Bonus Bet.

- A player may only place an Ace-High Bonus Bet if they have also placed a base game wager prior to the initial deal.
- Backline betting is permitted on the Ace-High Bonus Bet.
- See the collection rate schedule for restrictions on the amount that may be wagered on the Ace-High Bonus Bet and any collection fees that may be taken.
- If the player-dealer's or the player-dealer and the player's hand contains a seven-card ace-high hand, the Ace-High Bonus Bet wins.
- The Ace-High Bonus Bet shall lose on all other outcomes.
- The player-dealer shall pay all winning Ace-High Bonus Bet and shall collect all losing Ace-High Bonus Bets. Once the player-dealer's wager has been exhausted, the wagers not covered by the player-dealer shall be returned to the players.





FEB 08 2022

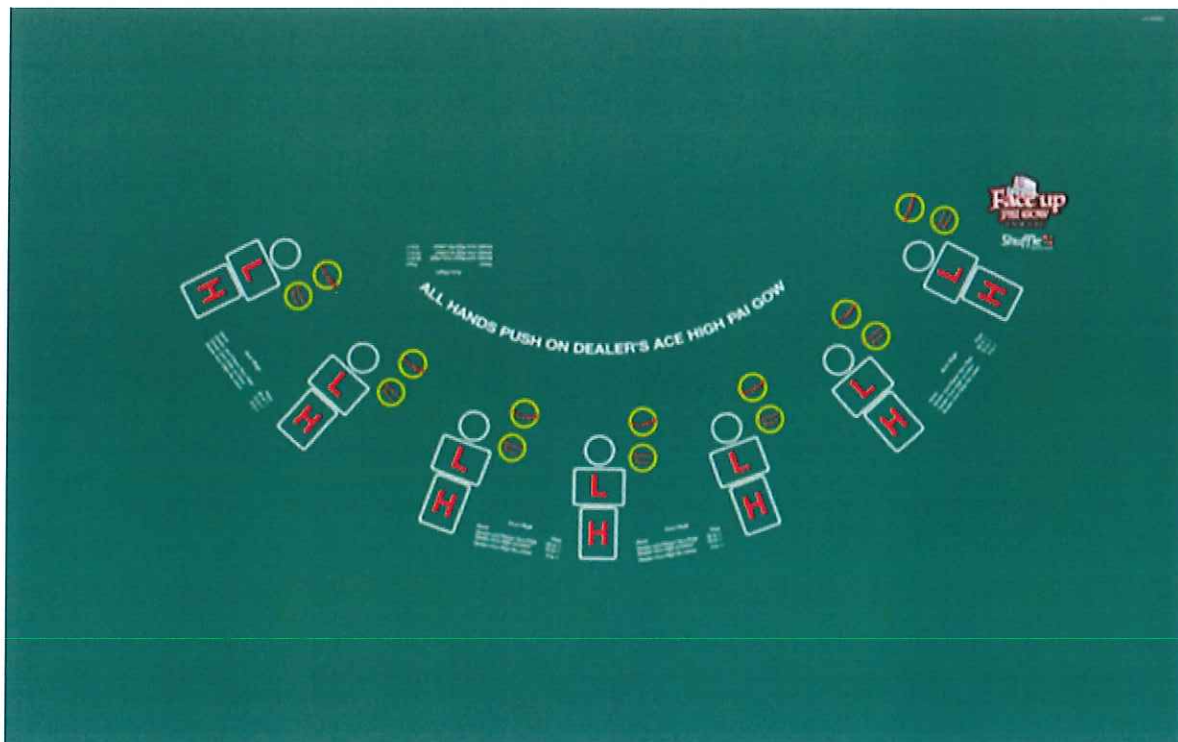
## Face Up Pai Gow Poker

Bureau of Gambling

- Winning Ace-High Bonus Bets shall be paid according to the pay table, as shown below: **Control**

Ace-High Bonus Bet Pay Table

Hand	Payout
Player-Dealer and Player Ace-High	40 to 1
Player-Dealer Ace-High w/Joker	15 to 1
Player-Dealer Ace-High No Joker	5 to 1

Table Layout

## Face Up Pai Gow Poker



FEB 08 2022

Bureau of Gambling  
Control**Collection Rates Schedules**

For **schedule options 1 through 7**, a collection fee will be taken from each player for each base game wager they place. A collection fee will also be taken from the player-dealer per hand. There shall be no additional collection fee taken from players for placing any bonus bet. The bonus bet limit shall range from \$5-\$1,000. The bonus bet may be less than, equal to, or greater than the base game wager. However, it may not exceed the table limit. The collection fees shall be collected prior to cards being dealt or any round of play being conducted.

Schedule Option	Table Limit	Player Collection	Player-Dealer Collection
1	\$10-\$100	\$1	\$2
2	\$25-\$100	\$1	\$2
3	\$50-\$300	\$2	\$4
4	\$100-\$500	\$3	\$5
5	\$100-\$1,000	\$5	\$10
6	\$300-\$2,000	\$10	\$15
7	\$500-\$2,000	\$10	\$15

For **schedule options 8 through 14**, there shall be no collection fee taken from any player for any base game or bonus bet they place. A collection fee will be taken from the player-dealer per hand. The bonus bet limit shall range from \$5-\$1,000. The bonus bet may be less than, equal to, or greater than the base game wager. However, it may not exceed the table limit. The collection fees shall be collected prior to cards being dealt or any round of play being conducted.

Schedule Option	Table Limit	Player Collection	Player-Dealer Collection
8	\$10-\$100	\$0	\$2
9	\$25-\$100	\$0	\$2
10	\$50-\$300	\$0	\$4
11	\$100-\$500	\$0	\$5
12	\$100-\$1,000	\$0	\$10
13	\$300-\$2,000	\$0	\$15
14	\$500-\$2,000	\$0	\$15

**Face Up Pai Gow Poker**

FEB 08 2022

**Bureau of Gambling  
Control****Collection Procedures**

- California games utilize a player-dealer position. The position shall be offered systematically and continuously in a clockwise manner around the table after every two hands.
- All base game wagers, including bonus bets, are collected or paid, to the extent that the player-dealer's wager covers.
- Once the player-dealer's wager has been exhausted, the wagers not covered by the player-dealer shall be returned to the respective players.
- The gambling establishment does not participate in the actual play of the game and has no interest in the outcome of the play.
- Only one collection schedule option, which utilizes one table limit and the specified collection fees for that table limit, as listed above, shall be used at a gaming table at any one time.
- Collection rates and fees shall be determined prior to the start of play of any hand or round. Rates shall not be calculated as a fraction or percentage of wagers made or winnings earned.
- Flat fees on wagers may be assessed at different collection rates; however, no more than five collection rates may be established per table.
- Hustler Casino shall provide ample notice to patrons regarding the collection rates and fees, as well as the procedure for collecting them.
- Collection fees shall be conspicuously posted on or within view of every gaming table.



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.I  
Section: CONSENT CALENDAR  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6552: Artesia Boulevard Landscaping Assessment District Renewal for the Fiscal Year Commencing July 1, 2022 and Ending June 30, 2023

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that City Council adopt Resolution No.6552, which directs the City Engineer to prepare and file a report for the maintenance of landscaping improvements and appurtenant facilities within the median islands on Artesia Boulevard between Western Avenue and Normandie Avenue for the fiscal year 2022-2023.

This Resolution is in accordance with Article 4, Chapter 1, Part 2 of the Streets and Highways Code of the State of California, Landscaping and Lighting Act of 1972.

It is the first step of the annual renewal of the City of Gardena Artesia Landscaping Assessment District.

**FINANCIAL IMPACT/COST:**

Amount of Expense: N/A

Funding Source: Assessment District

**ATTACHMENTS:**

Resolution 6552, Vicinity Map

**ATTACHMENTS:**

[Artesia Blvd. Landscaping Assessment District - Resolution 6552.pdf](#)  
[Vicinity Map.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

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Clint Osorio, City Manager

RESOLUTION NO. 6552

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA,  
ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT  
RENEWAL FOR THE FISCAL YEAR COMMENCING JULY 1ST, 2022 AND  
ENDING JUNE 30TH, 2023.

WHEREAS, the City of Gardena has an assessment district which was created pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code § 22500); and

WHEREAS, assessments are to be levied and collected within the Artesia Boulevard Landscaping Assessment District for the 2022-2023 fiscal year; and

WHEREAS, the procedure for levy of annual assessments found in the California Streets and Highways Code Section 22500 et seq. requires that the City Council direct the City Engineer to prepare and file an appropriate report; and

WHEREAS, the purpose of the District is for the maintenance of landscaping improvements and appurtenant facilities within the median islands on Artesia Boulevard between Western Avenue and Normandie Avenue, and any other purposes set forth in the improvements;

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

SECTION 1. That the City Engineer is hereby instructed to prepare and file a report with the City Clerk in accordance with Article 4, Chapter 1, Part 2, of the "Landscaping and Lighting Act of 1972" (commencing at Streets and Highways Code § 22565).

SECTION 2. That a certified copy of this resolution be presented to said City Manager for his information and guidance.

SECTION 3. That this resolution shall take effect immediately.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this resolution; shall cause the original of same to be entered in the book of resolutions of said City of Gardena, 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 of which the same is passed and adopted.

Passed, approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

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

ATTEST:

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

APPROVED AS TO FORM:

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







# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.J  
Section: CONSENT CALENDAR  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6553: Consolidated Street Lighting District Renewal for the Fiscal Year Commencing July 1, 2022, and Ending June 30, 2023

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that City Council adopt Resolution No. 6553 which directs the City Engineer to prepare and file a report for the maintenance of citywide street lighting for the fiscal year 2022-2023.

This Resolution is in accordance with Article 4, Chapter 1, Part 2, of the Streets and Highways Code of the State of California, Landscaping and Lighting Act of 1972.

It is the first step of the annual renewal of the City of Gardena Consolidated Lighting District.

**FINANCIAL IMPACT/COST:**

Amount of Expense: N/A

Funding Source: Assessment District

**ATTACHMENTS:**

Resolution 6553 and District Map

**ATTACHMENTS:**

[Consolidated Street Lighting District - Resolution 6553.pdf](#)  
[District Map.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

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Clint Osorio, City Manager

RESOLUTION NO. 6553

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
GARDENA CONSOLIDATED STREET LIGHTING DISTRICT  
RENEWAL FOR THE FISCAL YEAR COMMENCING  
JULY 1ST, 2022 AND ENDING JUNE 30TH, 2023.

WHEREAS, the City of Gardena has an assessment district which was created pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code § 22500); and

WHEREAS, assessments are to be levied and collected within the Gardena Consolidated Street Lighting Assessment District for the 2022-2023 fiscal year; and

WHEREAS, the procedure for levy of annual assessments found in the California Streets and Highways Code Section 22500 et seq. requires that the City Council direct the City Engineer to prepare and file an appropriate report; and

WHEREAS, in addition to maintaining the existing improvements, the City will continue to add and maintain streetlights, poles, public lighting facilities and traffic signal improvements at various locations throughout the District during the next fiscal year;

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

SECTION 1. That the City Engineer is hereby instructed to prepare and file a report with the City Clerk in accordance with Article 4, Chapter 1, Part 2, of the "Landscaping and Lighting Act of 1972" (commencing at Streets and Highways Code § 22565).

SECTION 2. That a certified copy of this resolution be presented to said City Manager for his information and guidance.

SECTION 3. That this resolution shall take effect immediately.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this resolution; shall cause the original of same to be entered in the book of resolutions of said City of Gardena, 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 of which the same is passed and adopted.

Passed, approved and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

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

ATTEST:

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

APPROVED AS TO FORM:

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

NORTH

DISTRICT MAP

HAWTHORNE

EL SEGUNDO

LOS ANGELES COUNTY

BLVD.

LOS ANGELES  
COUNTY

BLVD.

AVE.

AVE.

AVE.

AVE.

135<sup>th</sup>

ST.

HAWTHORNE

ROSECRANS

AVE.

MARINE

AVE.

COUNTY OF LOS ANGELES

MANHATTAN  
BEACH BLVD.

BLVD.

CITY OF LOS ANGELES

REDONDO

BEACH

158<sup>th</sup> ST.

162<sup>nd</sup>

CITY MAINTENANCE  
YARD

161<sup>st</sup> ST.

CITY HALL

ST.

GARDENA

BLVD.

166<sup>th</sup>

ST.

TORRANCE

GRAMERCY

NORMANDIE

170<sup>th</sup> ST.

ARTESIA

BLVD

VERMONT

CRENSHAW

VAN NESS

WESTERN

182<sup>nd</sup>

ST.

TORRANCE

ELECTRIC ST.

CITY OF LOS ANGELES

405

110

3



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.K  
Section: CONSENT CALENDAR  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Ratify Administrative Approval of the Elderly Nutrition Program Contract  
ENP202105 Amendment Eight

**CONTACT: RECREATION & HUMAN SERVICES**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council ratify administrative approval of the Elderly Nutrition Program Contract No. ENP202105 Amendment Eight 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 and home-delivered meals as well as conducting telephone reassurance to the older and functionally impaired adult population. Amendment Eight to this contract awards the City of Gardena with additional funding in the amount of \$312,000 to be used to provide contracted services during FY 21-22. The funding source is the California Department of Aging (CDA) American Rescue Plan (ARP) Act.

**FINANCIAL IMPACT/COST:**

Additional funding allocation of \$210,000 for the C-1 Congregate Meals Program and \$102,000 for the C-2 Home-Delivered Meals Program. Total: \$312,000

**ATTACHMENTS:**

[FY 2021-22 ENP Allocation Letter \(ARP\) \(City of Gardena\)](#)

[FY 2021-22 ENP Amendment Eight \(City of Gardena\) \(2-3-22\) Final](#)

APPROVED:

---

Clint Osorio, City Manager



#### BOARD OF SUPERVISORS

Hilda L. Solis

Holly J. Mitchell

Sheila Kuehl

Janice Hahn

Kathryn Barger

February 3, 2022

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

#### EXECUTIVE LEADERSHIP

Otto Solórzano  
*Acting Director*

Dr. Laura Trejo  
*Aging & Community Services*

Kelly LoBianco  
*Economic & Workforce Development*

### FISCAL YEAR 2021-22 CALIFORNIA DEPARTMENT OF AGING AMERICAN RESCUE PLAN 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:

#### GET IN TOUCH

510 S. Vermont Avenue  
Los Angeles, CA 90020  
wdacs.lacounty.gov

[info@wdacs.lacounty.gov](mailto:info@wdacs.lacounty.gov)

#### Aging & Adult Information &

##### Assistance Line:

(800) 510-2020

##### Report Elder Abuse:

(877) 477-3646

##### Report Hate: 211

##### America's Job Centers:

(888) 226-6300

##### Community & Senior Centers:

(323) 260-2003

##### Office of Small Business:

(800) 432-4900

- Purpose: Subrecipient shall utilize California Department of Aging (CDA) American Rescue Plan (ARP) Act funding to provide additional defined and contracted ENP Congregate Meal and Home-Delivered Meal Services during FY 2021-22.
- Subaward Number: ENP202105
- Amendment Number: Eight
- Subaward Term: July 1, 2021 through June 30, 2022
- Total Funding Allocation: \$312,000
- Period Funds are available for use (Subject to execution of Amendment): December 1, 2021 - June 30, 2022
- Service Area: Supervisorial District 2
- Funding Source(s) and Service Category(ies) are as follows:





Funding Source	Service Category	Unit Rate	Total Allocation Amount
CDA ARP *	American Meals	\$6.21	\$210,000 <sup>1</sup>
	Ethnic Meals		
	Hot Meals	\$8.15	\$102,000 <sup>2</sup>
	Frozen Meals	\$6.21	
	Emergency Meals	\$8.15	
CDA ARP Allocation			\$312,000
FY 2020-21 Funding Reallocation (Refer to FY 2020-21 Funding Reallocation Letter)			\$73,415
Baseline Funding (Refer to FY 2021-22 Baseline Funding Allocation Letter)			\$421,000
Subaward Sum Year 2 (SSY2) (CDA ARP, FY 2020-21 Reallocation and FY 2021-22 Baseline Funding)			\$806,415

\* Indirect costs are not allowable for CDA ARP funding

<sup>1</sup> Complete one (1) budget and one (1) MPS for the Total Allocation Amount.

<sup>2</sup> Complete one (1) budget and one (1) MPS for the Total Allocation Amount.

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](mailto: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 2022**

**AMENDMENT EIGHT**

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  
510 South Vermont Avenue, 11<sup>th</sup> Floor  
Los Angeles, CA 90020

and

**CITY OF GARDENA**  
("Contractor" or "Subrecipient")

Subrecipient's Business Address  
1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247

**WHEREAS**, reference is made to that certain document entitled "Elderly Nutrition Program (ENP) Subaward Number ENP202105 Subaward Period July 2020 – June 2022" dated July 1, 2020, and the Amendments thereto (hereafter collectively referred to as "Contract" or "Subaward"); and

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

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

**WHEREAS**, it is the intent of the parties to amend this Subaward to allocate California Department of Aging (CDA) American Rescue Plan (ARP) Act funds in the cumulative amount of **\$312,000**, 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 2021-22; and

**WHEREAS**, it is the intent of the parties to also amend this Subaward to 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 1.1 of Paragraph 1.0 (Applicable Documents) is deleted in its entirety and replaced as follows:
  - 1.1 Exhibits A, D, E, F, G1, H, I, N, O, P, Q, R, S, V, W1, W2, X1, X2, Y, AA, BB, CC, DD, EE, and FF are attached to and form a part of this Subaward. This Subaward constitutes the complete and exclusive statement of understanding between the parties, which supersedes all previous agreements, written or oral, and all other communications between the parties relating to the subject matter of this Subaward. No change to this Subaward shall be valid unless prepared pursuant to Subparagraph 8.1 (Amendments) and signed by both parties.
- III. Subparagraph 1.6.27 is added as follows:
  - 1.6.27 Exhibit EE (Information Security and Privacy Requirements)
- IV. Subparagraph 1.6.28 is added as follows:
  - 1.6.28 Exhibit FF (COVID-19 Vaccination Certification of Compliance)
- V. Subparagraph 5.1.4 is deleted in its entirety and replaced as follows:
  - 5.1.4 **Subaward Sum Year 2 Funding Source(s)**
    - 5.1.4.1 The Subaward Sum Year 2 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.
    - 5.1.4.2 Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) original baseline funds

- 5.1.4.2.1 Subaward Sum: **\$1,000**
- 5.1.4.2.2 Service Area: Supervisorial District 2
- 5.1.4.2.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)
- 5.1.4.2.4 Allocation Letter: Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.3 OAA Title III C-1 (Nutrition Services) original baseline funds
  - 5.1.4.3.1 Subaward Sum: **\$223,000**
  - 5.1.4.3.2 Service Area: Supervisorial District 2
  - 5.1.4.3.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)
  - 5.1.4.3.4 Allocation Letter: Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.4 OAA Title III C-2 (Nutrition Services) original baseline funds
  - 5.1.4.4.1 Subaward Sum: **\$197,000**
  - 5.1.4.4.2 Service Area: Supervisorial District 2
  - 5.1.4.4.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)
  - 5.1.4.4.4 Allocation Letter: Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.5 FFCRA Funds for ENP Home-Delivered Meal Services
  - 5.1.4.5.1 Subaward Sum: **\$6,546**
    - 5.1.4.5.1.1 Subrecipient shall expend these funds before CDA CARES Act and OAA Title III C-2 (Nutrition

Services) for ENP Home-Delivered Meal Services funding

- 5.1.4.5.2 Service Area: Supervisorial District 2
- 5.1.4.5.3 Period of Performance: July 1, 2021 – September 30, 2021 (consistent with California Department of Aging Notice on California Major Disaster Declaration Approved – Area Plan (AP-1920) Contract Program Spending Flexibility)
- 5.1.4.5.4 Allocation Letter: Fiscal Year 2020-21 Funding Reallocation for Elderly Nutrition Program Services
- 5.1.4.6 CDA CARES Act Funds for ENP Congregate Meal Services
  - 5.1.4.6.1 Subaward Sum: **\$23,869**
    - 5.1.4.6.1.1 Subrecipient shall expend these funds before utilizing OAA Title III C-1 (Nutrition Services) funds for ENP Congregate Meal Services
  - 5.1.4.6.2 Service Area: Supervisorial District 2
  - 5.1.4.6.3 Period of Performance: July 1, 2021 – September 30, 2021 (consistent with CDA Program memo No. 20-13 (Corrected) issued on July 16, 2020)
  - 5.1.4.6.4 Allocation Letter: Fiscal Year 2020-21 Funding Reallocation for Elderly Nutrition Program Services
- 5.1.4.7 CDA CARES Act Funds for ENP Home-Delivered Meal Services
  - 5.1.4.7.1 Subaward Sum: **\$43,000**
    - 5.1.4.7.1.1 Subrecipient shall expend these funds only after exhausting all FFCRA funds and before utilizing OAA Title III C-2 (Nutrition Services) funds for ENP Home-Delivered Meal Services

- 5.1.4.7.2 Service Area: Supervisorial District 2
- 5.1.4.7.3 Period of Performance: July 1, 2021 – September 30, 2021 (consistent with CDA Program memo No. 20-13 (Corrected) issued on July 16, 2020)
- 5.1.4.7.4 Allocation Letter: Fiscal Year 2020-21 Funding Reallocation for Elderly Nutrition Program Services
- 5.1.4.8 CDA ARP Funds for ENP Congregate Meal Services
  - 5.1.4.8.1 Subaward Sum: **\$210,000**
    - 5.1.4.8.1.1 Subrecipient shall expend these funds only after exhausting all CDA CARES Act and OAA Title III C-1 (Nutrition Services) funds for ENP Congregate Meal Services
  - 5.1.4.8.2 Service Area: Supervisorial District 2
  - 5.1.4.8.3 Period of Performance: December 1, 2021 – June 30, 2022 (consistent with CDA Revised Contract Information Summary of December 15, 2021)
  - 5.1.4.8.4 Allocation Letter: Fiscal Year 2021-22 California Department of Aging American Rescue Plan Act Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.9 CDA ARP Funds for ENP Home-Delivered Meal Services
  - 5.1.4.9.1 Subaward Sum: **\$102,000**
    - 5.1.4.9.1.1 Subrecipient shall expend these funds only after exhausting all FFCRA, CDA CARES Act, and OAA Title III C-2 (Nutrition Services) funds for ENP Home-Delivered Meal Services

- 5.1.4.9.2 Service Area: Supervisorial District 2
- 5.1.4.9.3 Period of Performance: December 1, 2021 – June 30, 2022 (consistent with CDA Revised Contract Information Summary of December 15, 2021)
- 5.1.4.9.4 Allocation Letter: Fiscal Year 2021-22 California Department of Aging American Rescue Plan Act Funding Allocation for Elderly Nutrition Program Services

VI. Subparagraph 5.5.7 (Subaward-Related Documents) is deleted in its entirety and replaced as follows:

#### **5.5.7 Subaward Related Documents**

- 5.5.7.1 Subrecipient shall complete all Subaward-related documents in accordance with the requirements noted on each such document, as directed by County, and pursuant to Program guidelines. Subrecipient's failure to timely submit Subaward-related documents that are accurate and complete, as requested or required by County, may result in suspension of payments to Subrecipient or other remedies provided by law or under this Subaward. Such documents shall include, but are not limited to, the documents outlined in Subparagraph 9.20 (Subaward Document Deliverables), Subparagraph 9.21 (Fiscal Reporting Requirements) and the following: Exhibit A (Statement of Work), Attachment 8 (Site Summary); Exhibit A (Statement of Work), Attachment 10 (Route Summary); Exhibit D (Subrecipient's Equal Employment Opportunity Certification); Exhibit F (Subrecipient's Administration); Exhibit G1 (Subrecipient Acknowledgement and Confidentiality Agreement); Exhibit O (Charitable Contributions Certification); Exhibit R (Joint Funding Revenue Disclosure); Exhibit U (Certification of Compliance with County's Defaulted Property Tax Reduction Program); Budget exhibit(s); Mandated Program Services exhibit(s); Exhibit Y (List of Lower Tier Subawards); Exhibit AA (Subrecipient's Compliance with Encryption Requirements); Exhibit CC (FEMA Provisions) (applicable only when Subaward Sums include FEMA Funds); Exhibit DD (California Civil Rights Laws Certification); and, Exhibit FF (COVID-19 Vaccination Certification of Compliance).

VII. 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 5.10.4.1 July 1, 2020 - June 30, 2021: 2001CAOASS-00;  
2001CAOACM-00; 2001CAOAHDC-00; 2001CAOANS-00;  
2001CACMC2-00; 2001CAHDC2-00; 2001CAHDC3-00;  
SLT0198; 2001CASSC3-00; and 2001CAFCC3-00

5.10.4.2 July 1, 2021 – June 30, 2022: 2101CAOASS-01;  
2101CAOACM-01; 2101CAOAHDC-01; 2101CAOANS-01;  
2001CACMC2-00; 2001CAHDC2-00; 2001CAHDC3-00;  
2001CASSC3-00; and, 2001CAFCC3-00

VIII. 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 Federal CARES Act Funds: \$292,000

5.10.7.2.2 CDA CARES Act Funds: \$125,000

5.10.7.3 Amendment Two: \$5,000

5.10.7.4 Amendment Three: \$33,000

5.10.7.5 Amendment Four: \$123,680

5.10.7.5.1 Additional CDA CARES Act Funds: \$105,000

5.10.7.5.2 FY 2019-20 FFCRA Carryover Funds: \$18,680

5.10.7.6 Amendment Five: \$421,000

5.10.7.7 Amendment Six: \$73,415

5.10.7.7.1 FY 2020-21 FFCRA Reallocation Funds:  
\$6,546

5.10.7.7.2 FY 2020-21 CDA CARES Act Reallocation  
Funds: \$66,869

5.10.7.8 Amendment Seven: \$0

5.10.7.9 Amendment Eight: \$312,000

IX. 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: \$985,680

5.10.8.2 Subaward Sum Year 2: \$806,415

X. Subparagraph 5.10.9 is deleted in its entirety and replaced as follows:

**5.10.9 Total Amount of Federal Award (Maximum Subaward Sum):**  
\$1,718,680 (FY 2020-21 Reallocation funds excluded)

XI. 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; CARES Title IIIC2 HDC3; and, Federal Title IIIE 3EFL

5.10.10.2 July 1, 2021 – June 30, 2022: Federal Title IIIB 3BSL; Federal Title IIIC1 3C1L and NSIP C1 NC1L; Federal Title IIIC2 3C2L and NSIP C2 NC2L; Federal Title IIIC2 CRHD; CARES Title IIIC2 HDC3; CARES Title IIIB SSC3; and, CARES Title IIIE FCC3

XII. Subparagraph 5.10.12 is deleted in its entirety and replaced as follows:

**5.10.12 Assistance Listings Numbers and Titles:** 93.044 - Special Programs for the Aging, Title III, Part B (Grants for Supportive Services and Senior Centers); 93.045 - Special Programs for the Aging, Title III, Part C (Nutrition Services); 93.053 - Nutrition Services Incentive Program; 93.045 – Families First Coronavirus Response Act, Older Americans Act Title III Home-Delivered Meals (HDC2); 21.019 – Coronavirus Relief Fund; 93.052 – National Family Caregiver Support, Title III Part E; 21.027 – Coronavirus State and Local Fiscal Recovery Funds



XIII. Subparagraph 8.2.2 is deleted in its entirety and replaced as follows:

8.2.2 Contractor shall not assign, exchange, transfer, or delegate its rights or duties under this Subaward (that is, "Contract"), whether in whole or in part, without the prior written consent of County, in its sole discretion, and any attempted assignment, delegation, or otherwise transfer of its rights or duties, without such consent shall be null and void. For purposes of this Subparagraph 8.2, County consent shall require a written Amendment to this Contract, which is formally approved and executed by the parties. Any payments by County to any approved delegatee or assignee on any claim under this Contract shall be deductible, at County's sole discretion, against the claims, which Contractor may have against County.

XIV. Subparagraph 8.2.3 is deleted in its entirety.

XV. Subparagraph 8.2.4 is deleted in its entirety, replaced, and renumbered as follows:

8.2.3 Any assumption, assignment, delegation, or takeover of any of Contractor's duties, responsibilities, obligations, or performance of same by any person or entity other than Contractor, whether through assignment, Lower Tier Subaward (that is, "Subcontract"), delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without County's express prior written approval, shall be a material breach of this Contract which may result in the termination of this Contract. In the event of such termination, County shall be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by Contractor.

XVI. Subparagraph 8.59 (COVID-19 Vaccinations of Subrecipient Personnel) is added as follows:

**8.59 COVID-19 Vaccinations of Subrecipient Personnel**

8.59.1 At Subrecipient's (that is, "Contractor's") sole cost, Contractor shall comply with Chapter 2.212 (COVID-19 Vaccinations of County Contractor Personnel) of County Code Title 2 - Administration, Division 4. All employees of Contractor and persons working on its behalf, including but not limited to, Lower Tier Subrecipients (that is, "Subcontractors") of any tier (collectively, "Contractor Personnel"), must be fully vaccinated against the novel coronavirus 2019 ("COVID-19") prior to (1) interacting in person with County employees, interns, volunteers, and commissioners ("County workforce members"), (2) working on County owned or controlled property while performing Services under this Subaward (that is, "Contract"), and/or (3)

coming into contact with the public while performing Services under this Contract (collectively, "In-Person Services").

8.59.2 Contractor Personnel are considered "fully vaccinated" against COVID-19 two (2) weeks or more after they have received (1) the second dose in a 2-dose COVID-19 vaccine series (e.g. Pfizer-BioNTech or Moderna), (2) a single-dose COVID-19 vaccine (e.g. Johnson and Johnson [J&J]/Janssen), or (3) the final dose of any COVID-19 vaccine authorized by the World Health Organization ("WHO").

8.59.3 Prior to assigning Contractor Personnel to perform In-Person Services, Contractor shall obtain proof that such Contractor Personnel have been fully vaccinated by confirming Contractor Personnel is vaccinated through any of the following documentation:

8.59.3.1 Official COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services, CDC or WHO Yellow Card), which includes the name of the person vaccinated, type of vaccine provided, and date of the last dose administered ("Vaccination Record Card");

8.59.3.2 Copy (including a photographic copy) of a Vaccination Record Card;

8.59.3.3 Documentation of vaccination from a licensed medical provider;

8.59.3.4 A digital record that includes a quick response ("QR") code that when scanned by a SMART HealthCard reader displays to the reader client name, date of birth, vaccine dates, and vaccine type, and the QR code confirms the vaccine record as an official record of the State of California; or

8.59.3.5 Documentation of vaccination from Contractors who follow the CDPH vaccination records guidelines and standards.

8.59.3.6 Contractor shall also provide written notice to County before the start of Work under this Contract that its Contractor Personnel are in

compliance with the requirements of this Subparagraph 8.59.3. Contractor shall retain such proof of vaccination for the document retention period set forth in this Contract, and must provide such records to County for audit purposes, when required by County.

8.59.4 Contractor shall evaluate any medical or sincerely held religious exemption request of its Contractor Personnel, as required by law. If Contractor has determined that Contractor Personnel is exempt pursuant to a medical or sincerely held religious reason, Contractor must also maintain records of Contractor Personnel's testing results. Contractor must provide such records to County for audit purposes, when required by County. The unvaccinated exempt Contractor Personnel must meet the following requirements prior to (1) interacting in person with County workforce members, (2) working on County owned or controlled property while performing Services under this Contract, and/or (3) coming into contact with the public while performing Services under this Contract:

8.59.4.1 Test for COVID-19 with either a polymerase chain reaction (PCR) or antigen test has an Emergency Use Authorization (EUA) by the FDA or is operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services. Testing must occur at least weekly, or more frequently as required by County or other applicable law, regulation or order.

8.59.4.2 Wear a mask that is consistent with CDC recommendations at all times while on County controlled or owned property, and while engaging with members of the public and County workforce members.

8.59.4.3 Engage in proper physical distancing, as determined by the applicable County department that the Contract is with.

8.59.5 In addition to complying with the requirements of this Subparagraph 8.59, Contractor shall also comply with all other applicable local, departmental, State, and federal laws, regulations and requirements for COVID-19. A completed

Exhibit FF (COVID-19 Vaccination Certification of Compliance) is a required part of any agreement with County.

- XVII. "Exhibit W1 (Budget) Amendment 8 {FY 2021-22 CDA ARP Funding}" is added, is an addendum to "Exhibit W1 (Budget)", and is incorporated herein by reference.
- XVIII. "Exhibit W2 (Budget) Amendment 8 {FY 2021-22 CDA ARP Funding}" is added, is an addendum to "Exhibit W2 (Budget)", and is incorporated herein by reference.
- XIX. "Exhibit X1 (Mandated Program Services) Amendment 8 {FY 2021-22 CDA ARP Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Service)", and is incorporated herein by reference.
- XX. "Exhibit X2 (Mandated Program Services) Amendment 8 {FY 2021-22 CDA ARP Funding}" is added, is an addendum to "Exhibit X2 (Mandated Program Services)", and is incorporated herein by reference.
- XXI. "Exhibit FF (COVID-19 Vaccination Certification of Compliance)" is added as an Attachment to this Subaward and is incorporated herein by reference.
- XXII. The "Fiscal Year 2021-22 California Department of Aging American Rescue Plan 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.**

[illegible]

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

**COUNTY OF LOS ANGELES**

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

**SUBRECIPIENT**

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

\_\_\_\_\_  
ENP202105  
Subaward Number

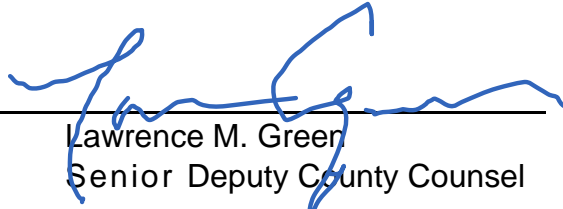
By Clint Osorio Feb 16, 2022  
\_\_\_\_\_  
Name of Authorized Representative Date

Clint Osorio  
\_\_\_\_\_  
Title

Approved as to Form:

  
\_\_\_\_\_  
Clint Osorio (Feb 16, 2022 13:39 PST)  
Signature

**OFFICE OF COUNTY COUNSEL**  
Rodrigo A. Castro-Silva, County Counsel

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

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature







# FY 2021-22 ENP Amendment Eight (City of Gardena) (2-3-22) Final

Final Audit Report

2022-02-16

Created:	2022-02-16
By:	Irma Panosian (IPanosian@wdacs.lacounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAX7D-NHo4r_2uGidXn8G8qXsduxx45aCz

## "FY 2021-22 ENP Amendment Eight (City of Gardena) (2-3-22) Final" History

-  Web Form created by Irma Panosian (IPanosian@wdacs.lacounty.gov)  
2022-02-04 - 1:18:55 AM GMT
-  Web Form filled in by Clint Osorio (Cosorio@cityofgardena.org)  
2022-02-16 - 9:39:28 PM GMT- IP address: 98.173.149.155
-  Document emailed to Clint Osorio (Cosorio@cityofgardena.org) for signature  
2022-02-16 - 9:39:31 PM GMT
-  Email viewed by Clint Osorio (Cosorio@cityofgardena.org)  
2022-02-16 - 9:39:54 PM GMT- IP address: 104.28.85.229
-  E-signature verified by Clint Osorio (Cosorio@cityofgardena.org)  
2022-02-16 - 9:39:58 PM GMT- IP address: 98.173.149.155
-  Agreement completed.  
2022-02-16 - 9:39:58 PM GMT



# PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

## Regular PEQC Meeting Notice and Agenda

Website: [www.cityofgardena.org](http://www.cityofgardena.org)

**Tuesday, February 15, 2022 – 7:00 PM**

1700 W. 162nd Street, Gardena, California

### 5. **PUBLIC HEARING ITEMS**

#### 5.A **Continuation of Environmental Assessment #14-21, Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21**

The Planning Commission considered a request for site plan to construct a four-story residential building for 121 single room occupancy units; a conditional use permit to permit the construction of a single room occupancy (SRO) residential development in the Industrial (M-1) zone; another conditional use permit to permit the construction of two, six-tier automated parking structures; and a density bonus request to allow the density and FAR increase as the project included seven affordable, very low-income units. The project qualified for a categorical exemption from the provisions of the CEQA, pursuant to CEQA Guidelines section 15332 for an in-fill development project.

PROJECT LOCATION: 13126 S. Western Avenue

APPLICANT: Lee Johnson, West Realty Group, Inc

[Staff Report.pdf](#)

[Resolution No. PC 4-22.pdf](#)

[Exhibit A - Conditions of Approval.pdf](#)

[Project Plans.pdf](#)

[Property Management Plan.pdf](#)

[CEQA Class 32 Categorical Exemption Technical Studies.pdf](#)

**Commission Action:** The Planning Commission voted 5-0-0, approving Resolution No. PC 4-22, approving Site Plan Review #5-21, Conditional Use Permit #5-21, and Conditional Use Permit #6-21

#### 5.B **Ordinance No. 1840**

The Planning Commission considered an ordinance to add Chapter 18.74 to Title 18, Zoning, of the Gardena Municipal Code relating to reasonable accommodations.

[Staff Report.pdf](#)

[Resolution No. PC 5-22.pdf](#)

[Draft Ordinance No. 1840.pdf](#)

**Commission Action:** The Planning Commission voted 5-0-0, approving Resolution No. PC 5-22, recommending the City Council approve Ordinance No. 1840. This Ordinance is categorically exempt from the California Environmental Quality Act pursuant to the commonsense exemption.



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 12.A  
Section: DEPARTMENTAL  
ITEMS - COMMUNITY  
DEVELOPMENT  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: PUBLIC HEARING: RESOLUTION NO. 6558, A Resolution amending the Gardena General Plan by adopting an Environmental Justice Element and an update to the Public Safety Plan and adopting amendments to the General Plan Implementation Program and direct staff to file a notice of exemption pursuant to CEQA Guidelines section 15061, Review for Exemption

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Adopt Resolution No. 6558**

#### **RECOMMENDATION AND STAFF SUMMARY:**

California state law requires every city to have a General Plan, consisting of seven mandated elements. In 2016, state law was amended to also require an Environmental Justice Element. The City's Public Safety Plan, which is part of the Community Safety Element, is required to be amended with the revision of the 2021-2029 Housing Element and is required to cover certain topics. Additionally, the City is required to adopt an Environmental Justice Element as it is concurrently revising the Housing Element and the Public Safety Plan.

On October 13, 2020, the City Council approved a consulting agreement with De Novo Planning Group for preparation of the Public Safety Plan update and Environmental Justice Element. The City held focus group meetings and conducted community surveys to help develop the goals and policies of the policy documents and final drafts of the updated Safety Plan and the Environmental Justice Element were posted on the City's website and advertised on the City's social media platforms, on January 20, 2022.

On January 27, 2022, the City hosted a virtual workshop on the Environmental Justice and Public Safety Plan update.

On February 1, 2022, the Planning and Environmental Quality Commission held a duly noticed public hearing on the policy documents, at which time the Commission voted 4-0-0, approving Resolution No. PC 3-22, recommending that the City Council approve amendments to the Gardena General Plan by adopting an Environmental Justice element and an update to the Public Safety Plan and adopting amendments to the General Plan Implementation Plan.

The Planning Commission packet dated February 1, 2022, including staff report and resolution



of approval, are attached hereto to provide further details of the project.

**FINANCIAL IMPACT/COST:**

None.

**ATTACHMENTS:**

[Resolution No. 6558.pdf](#)

[Planning Commission Packet Dated February 1, 2022.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is written over a light gray rectangular background.

---

Clint Osorio, City Manager

## **RESOLUTION NO. 6558**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING THE GARDENA GENERAL PLAN BY ADOPTING AN ENVIRONMENTAL JUSTICE ELEMENT AND AN UPDATE TO THE PUBLIC SAFETY PLAN AND ADOPTING AMENDMENTS TO THE GENERAL PLAN IMPLEMENTATION PROGRAM AND DIRECTS STAFF TO FILE A NOTICE OF EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION 15061, REVIEW FOR EXEMPTION**

**WHEREAS**, California state law requires every city to have a General Plan, consisting of mandated elements which are described in Government Code section 65302; and

**WHEREAS**, the requirement to have an Environmental Justice Element was adopted in 2016;

**WHEREAS**, the City of Gardena has incorporated the seven mandated elements that were previously required under Government Code section 65302 and two optional elements into four elements, three of which have several plans within the element; and

**WHEREAS**, the City's Public Safety Plan, which is part of the Community Safety Element, is required to be amended with the revision of the 2021 – 2029 Housing Element and is required to cover certain topics; and

**WHEREAS**, the City is required to adopt an Environmental Justice Element as it is concurrently revising the Housing Element and the Public Safety Plan; and

**WHEREAS**, in September 2020, the City issued a Request for Proposals for Consulting Services to update its Public Safety Plan and prepare an Environmental Justice Element; and

**WHEREAS**, on October 13, 2020, the City Council approved a consulting agreement with De Novo Planning Group for preparation of the Public Safety Plan update and Environmental Justice Element as well as the environmental review for such documents; and

**WHEREAS**, the City held an open workshop, focus group meetings, and conducted community surveys to help develop the goals and policies of the policy documents; and

**WHEREAS**, on January 20, 2022, the City posted a copy of the Environmental Justice Element and Public Safety Plan update on its website and promoted this on social media; and

**WHEREAS**, on January 27, 2022, the City hosted a virtual workshop on the Environmental Justice and Public Safety Plan update; and

**WHEREAS**, on February 1, 2022, the Planning Commission of the City of Gardena held a duly noticed public hearing on the Environmental Justice Element, Public Safety Plan update, and amendments to the Implementation Program in accordance with State law requirements at which time it took into consideration all evidence presented, both oral and written; and

**WHEREAS**, at the close of the public hearing the Planning Commission adopted PC Resolution No. 3-22 recommending adoption of the Public Safety Plan update, the Environmental Justice Element, and the amendments to the Implementation Program by the City Council; and

**WHEREAS**, on February 22, 2022 the City Council held a duly noticed meeting on the recommended changes to the General Plan;

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

**SECTION 1. Findings.** The City Council of the City of Gardena does hereby find as follows:

- A. The foregoing recitals are true and correct.
- B. The Environmental Justice Element meets the requirements of Government Code section 65302(h). The Element identifies 13 of the 14 census tracts in Gardena as disadvantaged communities and has identified objectives and policies relating to health risks, promoting civic engagement, and prioritizing improvements and programs that address the needs of the disadvantaged communities.
- C. The Public Safety Plan meets the requirements of Government Code section 65302(g) and covers all required topics. Wildfires are not an issue for Gardena as there are no areas that are classified as state responsibility areas or in a very high fire hazard severity zone.
- D. The Implementation Program contains necessary amendments to reflect the changes in the Public Safety Plan and the new Environmental Justice Element.
- E. These amendments to the General Plan are consistent with the other elements of the General Plan. The Environmental Justice Element reflects goals and policies found throughout other elements of the General Plan and is consistent with the new requirement of the recently adopted Housing Element to affirmatively further fair housing. The Public Safety Plan was

consistent with the other elements and the updates do not create any inconsistencies.

**SECTION 2. Adoption.** Based on the above, the City Council hereby adopts the following changes to the Gardena General Plan: the update to the Public Safety Plan; the Environmental Justice Element; and amendments to the Implementation Programs.

**SECTION 3. CEQA.** The amendments to the City's General Plan adopted in Section 2 above are exempt from California Environmental Quality Act (CEQA) requirements per Section 15061, Review for Exemption of the CEQA Guidelines. Specifically, Section 15061(b)(3) states, in part, that a project is exempt from CEQA if "the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." As these are policy documents which will not cause any physical changes to the environment, there will be no impact from their adoption. Staff is directed to file a Notice of Exemption under CEQA Guidelines section 15061(b)(3), the common sense exemption.

**SECTION 4. Effective Date.** This Resolution is effective on the 30th day after adoption.

**SECTION 5. Certification.** The City Clerk shall certify to the passage of this Resolution.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of February, 2022.

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

ATTEST:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
LISA KRANITZ, Assistant City Attorney

CITY OF GARDENA  
**PLANNING AND ENVIRONMENTAL QUALITY COMMISSION**

STAFF REPORT  
RESOLUTION NO. PC 3-22  
AGENDA ITEM # 5.C

DATE: February 1, 2022

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

FROM: Greg Tsujiuchi, Community Development Director

PLANNER: Greg McClain, Special Projects Manager  
Amanda Acuna, Senior Planner

APPLICANT: City of Gardena

LOCATION: Citywide

REQUEST: Adoption of Resolution No. PC 3-22 recommending that the City Council amend the Gardena General Plan by adopting an update to the Public Safety Plan, an Environmental Justice Element, and changes to the Implementation Program

**Background**

State law requires that each city adopt a General Plan to guide the future of the City. The City's General Plan consists of seven required elements and two optional elements which are broken down into several larger plans. These are:

Community Development Element

- Land Use Plan
- Economic Development Plan (Optional)
- Community Design Plan (Optional)
- Circulation Plan
  - SB 743 Implementation Guidelines

Housing Element

Community Resources Element

- Open Space Plan
- Conservation Plan

## Community Safety Element

- Public Safety Plan
- Noise Plan

Additionally, there is an Implementation Program which outlines the specific actions that will be necessary to put the policies of the General Plan into practice.

The Planning Commission has already reviewed and recommended approval of the Housing Element to the City Council. Government Code section 65302(g) provides that the safety element is to be revised concurrent with the housing element update to address specified topics. The goal of the safety element is to reduce the negative impacts caused by natural phenomena such as fires, floods, droughts, and earthquakes. The safety element is required to address climate adaptation and resiliency strategies if the city does not have a local hazard mitigation plan. And the safety element must be updated to identify residential developments in hazard areas that do not have at least two emergency evacuation routes.

Additionally, Government Code section 65302(h) was adopted in 2016 to require that when two or more revisions of the General Plan are concurrently revised or adopted, the city must also adopt an Environmental Justice element which identifies disadvantaged communities within the city and identifies objectives and policies to reduce health risks by actions that include: reducing pollution exposure; improving air quality; promoting public facilities, quality food access, safe and sanitary homes, and opportunities for physical activity; promoting civic engagement; and prioritizing improvements and programs that address the needs of disadvantaged communities.

On October 13, 2020, the City Council approved a consulting agreement with De Novo Planning Group which included the preparation of an Environmental Justice Element and update to the City's Public Safety Plan and environmental services for such work. De Novo worked diligently with staff in the preparation of these elements and updating the Implementation Program. As part of the outreach on the Environmental Justice Element, De Novo prepared a white paper, held a focus group discussion, and prepared a survey that was distributed to residents and local community groups.

Final drafts of the update to the Safety Plan and the Environmental Justice Element were posted on the City's website on January 20, 2022, and the availability advertised on the City's social media platforms. A virtual public workshop was held on January 27, 2022. Due to the impacts caused by COVID, it was impossible to process the elements simultaneously with the Housing Element.

A full excerpt of Government Code section 65302(g) and (h) are attached.

### Public Safety Plan Update

Gardena adopted a joint Local Hazard Mitigation Plan (LHMP) in 2012 with the City of Hawthorne and has recently entered into a consultant agreement with Risk Management Professionals Inc. to prepare an update to the LHMP. Additionally, as part of the Public Safety Plan update, De Novo prepared a Climate Vulnerability Assessment.

There were two sites in the City located in a high hazard zone that warranted further study based on the evacuation routes. One is the Artesia Corridor Specific Plan residential area on the south side of Artesia Boulevard and the other is the Vermont Breeze apartments just south of the El Segundo Boulevard on Vermont Avenue. Further analysis indicated that both parcels had access loop roads with at least two exit points and did not require further evaluation.

### Environmental Justice Element

The first step in preparation of the City's Environmental Justice (EJ) Element was to create a White Paper on Gardena. As stated above, the EJ Element deals with disadvantaged communities (DAC) which are areas that are generally described as low-income areas that are disproportionately affected by environmental pollution and other hazards. Of Gardena's 14 Census Tracts, 13 are considered DACs. The White Paper includes 7 key findings and identifies next steps. The Environmental Justice Element is organized around six issue areas with goals and policies for each one. Many of the policies can already be found in other portions of the City's General Plan.

### Implementation Program

The General Plan Implementation Program was amended by adding seven new actions to the Public Safety Element portion, primarily dealing with energy efficiency and climate issues. Additionally, 10 action items are added for the new Environmental Justice Element.

### Staff Determination

Staff reviewed the update to the Public Safety Plan and the Environmental Justice Element and concluded that they meet the requirements of the Government Code as set forth in the attachment.

### General Plan Consistency

State law requires consistency among the various elements of the General Plan. The Environmental Justice Element is consistent with policies and programs found throughout other elements of the General Plan, including the need to affirmatively further fair housing as required by the Housing Element. The changes to the Public Safety Plan provide updates as required by law and do not create any inconsistencies with other elements.

### **Planning Commission Action**

The purpose of tonight's hearing is to comply with the provisions of the Government Code which require the Planning Commission to hold a public hearing on and recommend amendments to the City's General Plan. If the Planning Commission wishes to see any changes or additions to either document, that should be included in the recommendation to the City Council.

### **CEQA**

These amendments to the City's General Plan are exempt from California Environmental Quality Act (CEQA) requirements per Section 15061, Review for Exemption of the CEQA Guidelines. Specifically, Section 15061(b)(3) states, in part, that a project is exempt from CEQA if "the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." As these elements are policy documents which will not cause any physical changes to the environment, there will be no impact from their adoption.

### **NOTICING**

The public hearing notice was published in the Gardena Valley News on January 20, 2022. A copy of Proof of Publication and Affidavit of Mailing are on file in the office of the Community Development Department Room 101, City Hall and are considered part of the record.

### **RECOMMENDATION**

Staff recommends the Planning and Environmental Quality Commission to:

- 1) Open the public hearing;
- 2) Receive testimony from the public; and
- 3) Adopt Resolution PC 3-22 recommending that the City Council adopt Resolution No. 6558 Amending the Gardena General Plan.

### **ATTACHMENTS**

- [Resolution No. PC 3-22](#)
- [Government Code § 65302 excerpt](#)
- [Public Safety Plan, including appendices](#)
- [Environmental Justice Element, including appendices](#)
- [Implementation Program](#)
- [Notice of Exemption](#)



## **RESOLUTION NO. PC 3-22**

**A RESOLUTION OF THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE THE AMENDMENTS TO THE GARDENA GENERAL PLAN BY ADOPTING AN ENVIRONMENTAL JUSTICE ELEMENT AND AN UPDATE TO THE PUBLIC SAFETY PLAN AND ADOPTING AMENDMENTS TO THE GENERAL PLAN IMPLEMENTATION PROGRAM AND DIRECTS STAFF TO FILE A NOTICE OF EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION 15061, REVIEW FOR EXEMPTION**

THE PLANNING COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

A. California state law requires every city to have a General Plan, consisting of mandated elements which are described in Government Code section 65302;

B. The requirement to have an Environmental Justice Element was adopted in 2016;

C. The City of Gardena has incorporated the seven mandated elements that were previously required under Government Code section 65302 and two optional elements into four elements, three of which have several plans within the element;

D. the City's Public Safety Plan, which is part of the Community Safety Element, is required to be amended with the revision of the 2021 – 2029 Housing Element and is required to cover certain topics;

E. The City is required to adopt an Environmental Justice Element as it is concurrently revising the Housing Element and the Public Safety Plan;

F. In September 2020, the City issued a Request for Proposals for Consulting Services to update its Public Safety Plan and prepare an Environmental Justice Element;

G. On October 13, 2020, the City Council approved a consulting agreement with De Novo Planning Group for preparation of the Public Safety Plan update and Environmental Justice Element as well as the environmental review for such documents;

H. The City held focus group meetings and conducted community surveys to help develop the goals and policies of the policy documents;

I. On January 20, 2022, the City posted a copy of the Environmental Justice Element and Public Safety Plan update on its website and promoted this on social media;


J. On January 27, 2022, the City hosted a virtual workshop on the Environmental Justice and Public Safety Plan update;

K. On February 1, 2022, the Planning and Environmental Quality Commission held a public hearing at which time it considered all material and evidence, whether written or oral; and

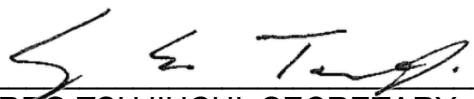
**NOW, THEREFORE, THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:**

The Planning Commission hereby recommends that the City Council adopt Resolution No. 6558, attached hereto as Exhibit A, amending the Gardena General Plan by adopting an Environmental Justice Element and an update to the Public Safety Plan and adopting amendments to the General Plan Implementation Program and recommends the City Council directs staff to file a notice of exemption pursuant to CEQA Guidelines Section 15061, Review For Exemption.

PASSED, APPROVED, AND ADOPTED this 1st day of February 2022.

  
\_\_\_\_\_  
LANGLEY STEPHEN, CHAIR  
PLANNING AND ENVIRONMENTAL  
QUALITY COMMISSION

ATTEST:

  
\_\_\_\_\_  
GREG TSUJIUCHI, SECRETARY  
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION  
STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES  
CITY OF GARDENA

I, Greg Tsujiuchi, Planning and Environmental Quality Commission Secretary of the City of Gardena, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Environmental Quality Commission of the City of Gardena at a regular meeting thereof, held the 1st day of February 2022, by the following vote of the Planning and Environmental Quality Commission:

AYES: Henderson, Kanhan, Sherman, Langley

NOES:

ABSENT:

Attachments:

- Exhibit A: Resolution No. 6558

## GOVERNMENT CODE § 65302 excerpts

(g)

(1) A safety element for the protection of the community from any unreasonable risks associated with the effects of seismically induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure; slope instability leading to mudslides and landslides; subsidence; liquefaction; and other seismic hazards identified pursuant to Chapter 7.8 (commencing with [Section 2690](#)) of Division 2 of the Public Resources Code, and other geologic hazards known to the legislative body; flooding; and wildland and urban fires. The safety element shall include mapping of known seismic and other geologic hazards. It shall also address evacuation routes, military installations, peakload water supply requirements, and minimum road widths and clearances around structures, as those items relate to identified fire and geologic hazards.

(2) The safety element, upon the next revision of the housing element on or after January 1, 2009, shall also do the following:

(A) Identify information regarding flood hazards, including, but not limited to, the following:

(i) Flood hazard zones. As used in this subdivision, “flood hazard zone” means an area subject to flooding that is delineated as either a special hazard area or an area of moderate or minimal hazard on an official flood insurance rate map issued by FEMA. The identification of a flood hazard zone does not imply that areas outside the flood hazard zones or uses permitted within flood hazard zones will be free from flooding or flood damage.

(ii) National Flood Insurance Program maps published by FEMA.

(iii) Information about flood hazards that is available from the United States Army Corps of Engineers.

(iv) Designated floodway maps that are available from the Central Valley Flood Protection Board.

(v) Dam failure inundation maps prepared pursuant to [Section 6161 of the Water Code](#) that are available from the Department of Water Resources.

(vi) Awareness Floodplain Mapping Program maps and 200-year flood plain maps that are or may be available from, or accepted by, the Department of Water Resources.

(vii) Maps of levee protection zones.

(viii) Areas subject to inundation in the event of the failure of project or nonproject levees or floodwalls.

(ix) Historical data on flooding, including locally prepared maps of areas that are subject to flooding, areas that are vulnerable to flooding after wildfires, and sites that have been repeatedly damaged by flooding.

(x) Existing and planned development in flood hazard zones, including structures, roads, utilities, and essential public facilities.

(xi) Local, state, and federal agencies with responsibility for flood protection, including special districts and local offices of emergency services.

(B) Establish a set of comprehensive goals, policies, and objectives based on the information identified pursuant to subparagraph (A), for the protection of the community from the unreasonable risks of flooding, including, but not limited to:

(i) Avoiding or minimizing the risks of flooding to new development.

(ii) Evaluating whether new development should be located in flood hazard zones, and identifying construction methods or other methods to minimize damage if new development is located in flood hazard zones.

(iii) Maintaining the structural and operational integrity of essential public facilities during flooding.

(iv) Locating, when feasible, new essential public facilities outside of flood hazard zones, including hospitals and health care facilities, emergency shelters, fire stations, emergency command centers, and emergency communications facilities or identifying construction methods or other methods to minimize damage if these facilities are located in flood hazard zones.

(v) Establishing cooperative working relationships among public agencies with responsibility for flood protection.

(C) Establish a set of feasible implementation measures designed to carry out the goals, policies, and objectives established pursuant to subparagraph (B).

(3) Upon the next revision of the housing element on or after January 1, 2014, the safety element shall be reviewed and updated as necessary to address the risk of fire for land classified as state responsibility areas, as defined in [Section 4102 of the Public Resources Code](#), and land classified as very high fire hazard severity zones, as defined in [Section 51177](#). This review shall consider the advice included in the Office of Planning and Research's most recent publication of "Fire Hazard Planning, General Plan Technical Advice Series" and shall also include all of the following:

(A) Information regarding fire hazards, including, but not limited to, all of the following:

(i) Fire hazard severity zone maps available from the Office of the State Fire Marshal.

(ii) Any historical data on wildfires available from local agencies or a reference to where the data can be found.

(iii) Information about wildfire hazard areas that may be available from the United States Geological Survey.

(iv) General location and distribution of existing and planned uses of land in very high fire hazard severity zones and in state responsibility areas, including structures, roads, utilities, and essential public facilities. The location and distribution of planned uses of land shall not require defensible space compliance measures required by state law or local ordinance to occur on publicly owned lands or open space designations of homeowner associations.

(v) Local, state, and federal agencies with responsibility for fire protection, including special districts and local offices of emergency services.

(B) A set of goals, policies, and objectives based on the information identified pursuant to subparagraph (A) for the protection of the community from the unreasonable risk of wildfire.

(C) A set of feasible implementation measures designed to carry out the goals, policies, and objectives based on the information identified pursuant to subparagraph (B), including, but not limited to, all of the following:

(i) Avoiding or minimizing the wildfire hazards associated with new uses of land.

(ii) Locating, when feasible, new essential public facilities outside of high fire risk areas, including, but not limited to, hospitals and health care

facilities, emergency shelters, emergency command centers, and emergency communications facilities, or identifying construction methods or other methods to minimize damage if these facilities are located in a state responsibility area or very high fire hazard severity zone.

(iii) Designing adequate infrastructure if a new development is located in a state responsibility area or in a very high fire hazard severity zone, including safe access for emergency response vehicles, visible street signs, and water supplies for structural fire suppression.

(iv) Working cooperatively with public agencies with responsibility for fire protection.

(D) If a city or county has adopted a fire safety plan or document separate from the general plan, an attachment of, or reference to, a city or county's adopted fire safety plan or document that fulfills commensurate goals and objectives and contains information required pursuant to this paragraph.

(4) Upon the next revision of a local hazard mitigation plan, adopted in accordance with the federal Disaster Mitigation Act of 2000 ([Public Law 106-390](#)), on or after January 1, 2017, or, if a local jurisdiction has not adopted a local hazard mitigation plan, beginning on or before January 1, 2022, the safety element shall be reviewed and updated as necessary to address climate adaptation and resiliency strategies applicable to the city or county. This review shall consider advice provided in the Office of Planning and Research's General Plan Guidelines and shall include all of the following:

(A)

(i) A vulnerability assessment that identifies the risks that climate change poses to the local jurisdiction and the geographic areas at risk from climate change impacts, including, but not limited to, an assessment of how climate change may affect the risks addressed pursuant to paragraphs (2) and (3).

(ii) Information that may be available from federal, state, regional, and local agencies that will assist in developing the vulnerability assessment and the adaptation policies and strategies required pursuant to subparagraph (B), including, but not limited to, all of the following:

(I) Information from the internet-based Cal-Adapt tool.

(II) Information from the most recent version of the California Adaptation Planning Guide.

(III) Information from local agencies on the types of assets, resources, and populations that will be sensitive to various climate change exposures.

(IV) Information from local agencies on their current ability to deal with the impacts of climate change.

(V) Historical data on natural events and hazards, including locally prepared maps of areas subject to previous risk, areas that are vulnerable, and sites that have been repeatedly damaged.

(VI) Existing and planned development in identified at-risk areas, including structures, roads, utilities, and essential public facilities.

(VII) Federal, state, regional, and local agencies with responsibility for the protection of public health and safety and the environment, including special districts and local offices of emergency services.

(B) A set of adaptation and resilience goals, policies, and objectives based on the information specified in subparagraph (A) for the protection of the community.

**(C)** A set of feasible implementation measures designed to carry out the goals, policies, and objectives identified pursuant to subparagraph (B), including, but not limited to, all of the following:

**(i)** Feasible methods to avoid or minimize climate change impacts associated with new uses of land.

**(ii)** The location, when feasible, of new essential public facilities outside of at-risk areas, including, but not limited to, hospitals and health care facilities, emergency shelters, emergency command centers, and emergency communications facilities, or identifying construction methods or other methods to minimize damage if these facilities are located in at-risk areas.

**(iii)** The designation of adequate and feasible infrastructure located in an at-risk area.

**(iv)** Guidelines for working cooperatively with relevant local, regional, state, and federal agencies.

**(v)** The identification of natural infrastructure that may be used in adaptation projects, where feasible. Where feasible, the plan shall use existing natural features and ecosystem processes, or the restoration of natural features and ecosystem processes, when developing alternatives for consideration. For purposes of this clause, “natural infrastructure” means using natural ecological systems or processes to reduce vulnerability to climate change related hazards, or other related climate change effects, while increasing the long-term adaptive capacity of coastal and inland areas by perpetuating or restoring ecosystem services. This includes, but is not limited to, the conservation, preservation, or sustainable management of any form of aquatic or terrestrial vegetated open space, such as beaches, dunes, tidal marshes, reefs, seagrass, parks, rain gardens, and urban tree canopies. It also includes systems and practices that use or mimic natural processes, such as permeable pavements, bioswales, and other engineered systems, such as levees that are combined with restored natural systems, to provide clean water, conserve ecosystem values and functions, and provide a wide array of benefits to people and wildlife.

**(D)**

**(i)** If a city or county has adopted the local hazard mitigation plan, or other climate adaptation plan or document that fulfills commensurate goals and objectives and contains the information required pursuant to this paragraph, separate from the general plan, an attachment of, or reference to, the local hazard mitigation plan or other climate adaptation plan or document.

**(ii)** Cities or counties that have an adopted hazard mitigation plan, or other climate adaptation plan or document that substantially complies with this section, or have substantially equivalent provisions to this subdivision in their general plans, may use that information in the safety element to comply with this subdivision, and shall summarize and incorporate by reference into the safety element the other general plan provisions, climate adaptation plan or document, specifically showing how each requirement of this subdivision has been met.

**(5)** Upon the next revision of the housing element on or after January 1, 2020, the safety element shall be reviewed and updated as necessary to identify residential developments in any hazard area identified in the safety element that do not have at least two emergency evacuation routes.

(6) After the initial revision of the safety element pursuant to paragraphs (2), (3), (4), and (5), the planning agency shall review and, if necessary, revise the safety element upon each revision of the housing element or local hazard mitigation plan, but not less than once every eight years, to identify new information relating to flood and fire hazards and climate adaptation and resiliency strategies applicable to the city or county that was not available during the previous revision of the safety element.

(7) Cities and counties that have flood plain management ordinances that have been approved by FEMA that substantially comply with this section, or have substantially equivalent provisions to this subdivision in their general plans, may use that information in the safety element to comply with this subdivision, and shall summarize and incorporate by reference into the safety element the other general plan provisions or the flood plain ordinance, specifically showing how each requirement of this subdivision has been met.

(8) Before the periodic review of its general plan and before preparing or revising its safety element, each city and county shall consult the California Geological Survey of the Department of Conservation, the Central Valley Flood Protection Board, if the city or county is located within the boundaries of the Sacramento and San Joaquin Drainage District, as set forth in [Section 8501 of the Water Code](#), and the Office of Emergency Services for the purpose of including information known by and available to the department, the agency, and the board required by this subdivision.

(9) To the extent that a county's safety element is sufficiently detailed and contains appropriate policies and programs for adoption by a city, a city may adopt that portion of the county's safety element that pertains to the city's planning area in satisfaction of the requirement imposed by this subdivision.

**(h)**

(1) An environmental justice element, or related goals, policies, and objectives integrated in other elements, that identifies disadvantaged communities within the area covered by the general plan of the city, county, or city and county, if the city, county, or city and county has a disadvantaged community. The environmental justice element, or related environmental justice goals, policies, and objectives integrated in other elements, shall do all of the following:

(A) Identify objectives and policies to reduce the unique or compounded health risks in disadvantaged communities by means that include, but are not limited to, the reduction of pollution exposure, including the improvement of air quality, and the promotion of public facilities, food access, safe and sanitary homes, and physical activity.

(B) Identify objectives and policies to promote civic engagement in the public decisionmaking process.

(C) Identify objectives and policies that prioritize improvements and programs that address the needs of disadvantaged communities.

(2) A city, county, or city and county subject to this subdivision shall adopt or review the environmental justice element, or the environmental justice goals, policies, and objectives in other elements, upon the adoption or next revision of two or more elements concurrently on or after January 1, 2018.



(3) By adding this subdivision, the Legislature does not intend to require a city, county, or city and county to take any action prohibited by the United States Constitution or the California Constitution.

(4) For purposes of this subdivision, the following terms shall apply:

(A) “Disadvantaged communities” means an area identified by the California Environmental Protection Agency pursuant to [Section 39711 of the Health and Safety Code](#) or an area that is a low-income area that is disproportionately affected by environmental pollution and other hazards that can lead to negative health effects, exposure, or environmental degradation.

(B) “Public facilities” includes public improvements, public services, and community amenities, as defined in subdivision (d) of [Section 66000](#).

(C) “Low-income area” means an area with household incomes at or below 80 percent of the statewide median income or with household incomes at or below the threshold designated as low income by the Department of Housing and Community Development’s list of state income limits adopted pursuant to [Section 50093 of the Health and Safety Code](#).



# Public Safety Element

Gardena General Plan 2022

## Authority

California Government Code Section 65302(g) requires a general plan to address the protection of community from any unreasonable risks associated with the effects of seismically-induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure; slope instability leading to mud slides and landslides; subsidence; liquefaction, floods and flood hazards; urban fires, climate adaptation and resiliency strategies, and an identification of residential developments in any hazard area that does not have at least two emergency evacuation routes.

## Purpose

The purpose of the Public Safety Element is to identify potential hazards that can significantly impact the City. The policies of this Element focus on protecting life and property from hazardous conditions. Emphasis is placed on emergency preparedness and response in the event of a disaster, and this Element addresses the fire and law enforcement services needed to safeguard and enhance the overall livability of the community. Specific policies addressing climate adaptation and resiliency are also included to reduce potential impacts of hazards that can be exacerbated by climate change.

## Relationship to Other Plans and Programs

### State Standardized Emergency Management System

The State Standardized Emergency Management System (SEMS) is required by Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS consists of five organizational levels that are activated as necessary: field response, local government, operational areas, regional and State. The SEMS help unify all elements of the state's emergency management organization into a single integrated system. Its use is required for State response agencies. Local government agencies must use SEMS to be eligible for State funding of certain response related personnel costs resulting from a disaster.



### City of Gardena Emergency Operations Plan

The City's Emergency Operations Plan (EOP) plans responses to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. The City's EOP establishes the emergency organization, assigns tasks, and specifies policies and general procedures. The EOP is designed to include Gardena in the overall California SEMS which provides a framework for coordinating multi-agency emergency responses.

# Public Safety Element

## Gardena General Plan 2022

### Seismic Hazard Maps

The California Geological Survey compiles maps identifying seismic hazard zones throughout California including known active faults such as the Alquist-Priolo Earthquake Fault Zone and areas of potential liquefaction and seismically induced landslides. Guidelines prepared by the State Mining and Geology Board identify the responsibilities of State and local agencies in the review of development within seismic hazard zones.

### Hazardous Waste

There are various national, state and local data sources that identify sites of potential hazardous waste, including the following:

- SEMS – The Federal Environmental Protection Agency (EPA) maintains this database of Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) sites (also called Superfund sites) in the U.S. These are contaminated sites slated for cleanup.
- National Priority List (NPL) – This is a list of sites of national priority among the known releases or threatened releases of hazardous substances, pollutants, or contaminants throughout the U.S. The NPL is intended primarily to guide the EPA in determining which sites warrant further investigation.
- EnviroStor – The California Department of Toxic Substances Control (DTSC) maintains this database for tracking cleanup, permitting, enforcement, and investigation efforts at hazardous waste facilities and sites with known or potential contamination. It includes sites from the Hazardous Waste and Substances Site List (aka Cortese List).
- GeoTracker – GeoTracker is the State Water Resources Control Board's data management system for sites that impact, or have the potential to impact, water quality in California, with emphasis on groundwater. GeoTracker contains records for sites that require cleanup, such as Leaking Underground Storage Tank (LUST) Sites, Department of Defense Sites, and Cleanup Program Sites.

### City of Gardena Local Hazard Mitigation Plan (LHMP)

The City of Gardena prepared an LHMP in conjunction with the City of Hawthorne that was adopted in 2013. The City of Hawthorne prepared an updated plan specific to Hawthorne's jurisdiction that was adopted in 2020. The 2013 LHMP fulfills Federal Emergency Management Agency (FEMA) requirements and provides direction and guidance on implementing hazard mitigation action items on a hazard-level, probability, and cost-priority basis. The overall goal of the LHMP is to reduce the potential for damage to critical assets from natural hazards. The LHMP also describes past and current hazard mitigation activities and philosophies and outlines future mitigation goals and strategies.

### City of Gardena Emergency Operations Plan (EOP)

The City of Gardena EOP was adopted in 2017 and is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of extraordinary

incident, disaster, or emergency situations within the City of Gardena. The plan provides the concepts, processes, and structures necessary when carrying out assigned roles and functional responsibilities to departments and agencies consistent with California's Standardized Emergency Management System, the National Incident Management System, and the Incident Command System.

### City of Gardena General Plan

Gardena's General Plan is a broad, long-range policy document that serves as a blueprint for future development in the City.

### City of Gardena Zoning Code

The City's Zoning Code implements the goals and policies of the City's General Plan by regulating the uses of land and structures within Gardena in accordance with the Land Use Plan. The Zoning Code is codified in Title 18 of the Municipal Code.

### City of Gardena Fire Code

The City's Fire Code is codified in Chapter 8.08 of the Municipal Code. The purpose of Fire Code is to establish the minimum requirements consistent with nationally recognized good practices to safeguard the public health, safety, and general welfare from the hazards of fire, explosion, or dangerous conditions in new and existing premises, and to provide safety and assistance to fire fighters and emergency responders during emergency operations.

### City of Gardena Building Code

The City's Building Code is codified in Title 15 of the Municipal Code. The Building Code regulates construction and property use to ensure safe, healthy, and accessible structures for human occupancy.

### Climate Action Plan (CAP)

The City, in cooperation with the South Bay Cities Council of Governments, developed a Climate Action Plan (CAP) to reduce greenhouse gas (GHG) emissions within the City. The City's CAP serves as a guide for action by setting GHG emission reduction goals and establishing strategies and policy to achieve desired outcomes over the next 20 years.

### Climate Vulnerability Assessment (CVA)

The City prepared a Climate Vulnerability Assessment (CVA) in 2021 to inform City policies, plans, programs, and guidance to promote effective and integrated action to safeguard from climate change. In addition to increasing global average temperature, climate change has the effect of intensifying the effects of many natural hazards, adding to concerns otherwise addressed in hazard mitigation planning. Climate change results in an increase in variance of climate patterns. The increase in variance means that extreme events exhibit changes in severity, frequency, and location. For example, increased variance in climate patterns result in more frequent incidence of severe events such as extreme rainfall, wind, wildfire, extreme

# Public Safety Element

## Gardena General Plan 2022

heat, and extended drought. The increased variance therefore creates challenges for hazards planning, which previously used historic recurrence rates to predict future events, and now must incorporate changes to frequency, severity, and location due to climate change influences. The CVA is included as Appendix A.

### County of Los Angeles All-Hazard Mitigation Plan (AHMP)

The AHMP was adopted in 2014 and conforms to the requirements of FEMA Disaster Mitigation Act of 2000. The AHMP is currently being updated and a public draft was made available in 2019. The county developed the AHMP to cover mitigation responsibilities of county departments, including Los Angeles County Fire Department (LACoFD). The plan helps ensure the most effective allocation of resources for the maximum benefit and protection of the public in times of emergency.

### Los Angeles County Fire Department 2020 Strategic Fire Plan

The Strategic Fire Plan outlines goals focused on enhancing the protection of lives, property, and natural resources from fire, as well as improving environmental resilience to fires through local, state, federal, and private partnerships. The 2020 Plan is focused on three primary goals: emergency operations, public service, and organizational effectiveness.

### Los Angeles County Fire District Facilities Master Plan

The Master Plan was prepared in 2020 as a collaborative effort between the LA County Fire District and the LA County Chief Executive Office. The Plan evaluates the current capacity, condition, and functionality of the Fire District's facilities and then projecting future capacity deficits utilizing Southern California Association of Governments (SCAG) population growth projections and methodologies.

## Element Organization

This Public Safety Element includes goals and policies addressing the following issue areas:

1. Emergency Operations
2. Fire Protection
3. Geologic and Seismic Hazards
4. Hazardous Waste
5. Flood Hazards
6. Climate Change and Resiliency Planning

## Goals and Policies

### 1. Emergency Operations

**PS Goal 1    A community that is highly prepared and equipped to handle emergency situations in order to minimize loss of life, injury, property damage, and disruption of vital services.**

Advanced emergency planning and preparedness is essential in responding to natural and human-caused disasters with a coordinated system of emergency service providers and facilities. The City supports a high level of multi-jurisdictional cooperation and communication for emergency planning and response management.

The City of Gardena maintains a contractual agreement with the Los Angeles County Fire Department to provide fire protection and emergency medical services for the City. Within Gardena, the LACoFD operates Fire Station 158, located at 1650 West 162<sup>nd</sup> Street, and Fire Station 159, located at 2030 West 135<sup>th</sup> Street. Emergency response within the City is divided into two districts, with Marine Avenue as the division line. Areas north of Marine Avenue are covered by Fire Station 159 and areas south of Marine Avenue are covered by Fire Station 158. A description and location of both fire stations within the City are presented in Table PS-1 and illustrated in Figure PS-1.

The Gardena Police Department, (PD), located within the Civic Center, provides police protection and law enforcement services to the City. There are currently 87 police officers, 19 full-time and 18 part-time employees. This includes 27 marked units, 2 canine units, and 14 unmarked units. Response time for emergency calls throughout the City is four minutes.

Major arterials generally serve as the primary routes for evacuation; however, evacuation routes will depend upon the emergency event and area affected. Law enforcement will identify the appropriate routes and assist residents leaving the City in the event an evacuation of all or part of the City is required. The City prepared an analysis, referred to as a White Paper, consistent with Senate Bill 99 to identify residential developments in hazard areas that do not have at least two emergency evacuation routes. The White Paper includes definitions and data sources as well as assumptions and methodology used to map the evacuation routes, and is included as Appendix B. The analysis identified two parcels in a high hazard zone (as defined in the White Paper) that warrant further study. While all residential developments meet City standards, the City will continue to coordinate with LACoFD and Gardena PD to provide ongoing education to residents about how to safely evacuate in the event of an emergency.

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**Table PS-1**  
**LACoFD Fire Stations**

Location	Service and Equipment	Staffing per Shift
Station No. 158 1650 W. 162 <sup>nd</sup> Street (310) 217-8351	Fire Engine, Paramedic mobile aid van, Squad car and Fire engine on reserve.	5 uniform personnel, 1 secretary, 1 Community Service Representative, 1 Division Nurse Coordinator.
Station No. 159 2030 W. 135 <sup>th</sup> Street (310) 217-7066	Quint, Fire truck.	4 uniform personnel

Source: LACoFD, October 2021.



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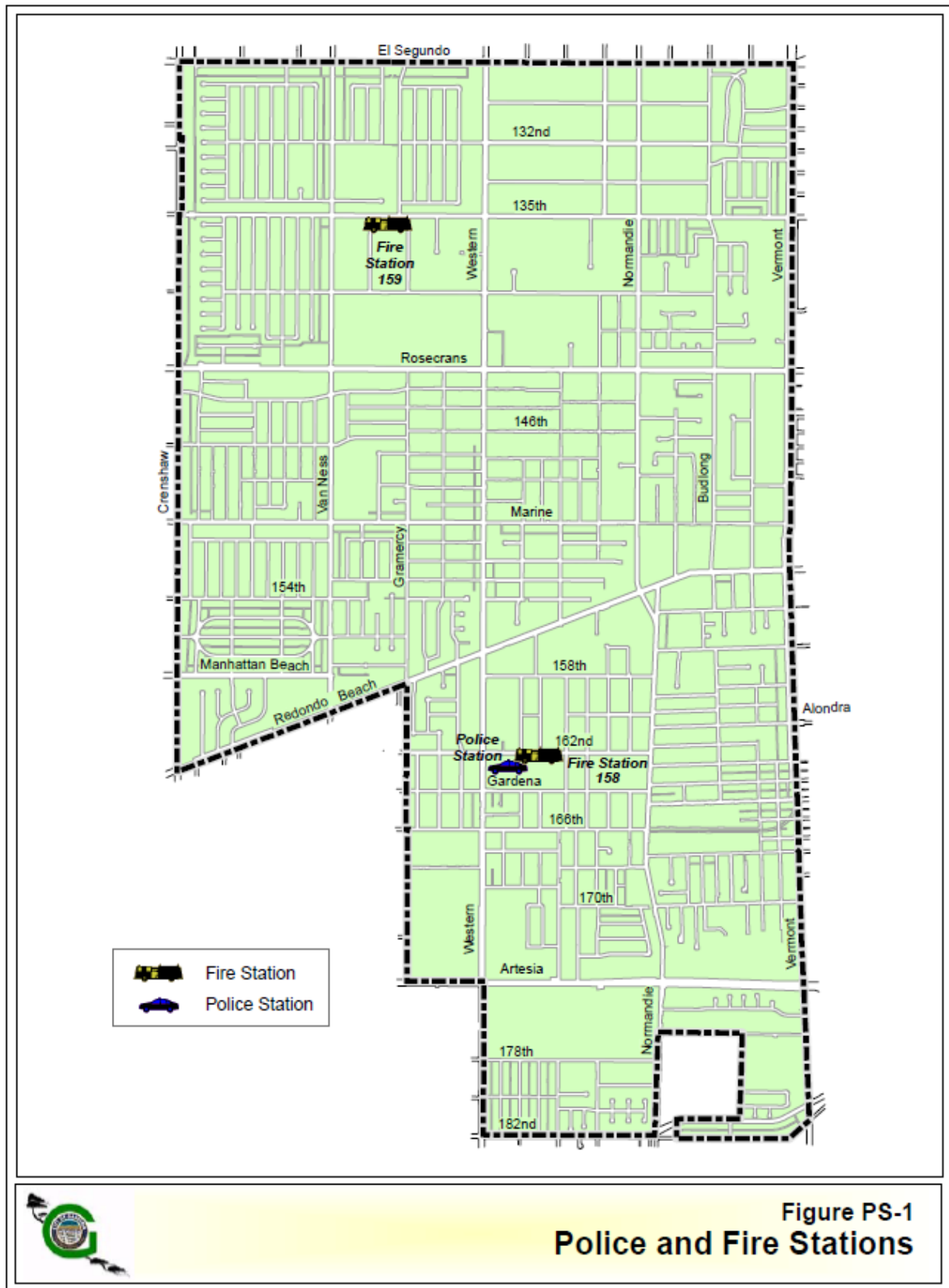


Figure PS-1  
Police and Fire Stations

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### Policies

**PS 1.1: Emergency Planning.** Maintain an updated Emergency Operations Plan to adequately respond to natural disasters and human-induced emergencies and its aftermaths.

**PS 1.2: Emergency Coordination.** Cooperate with the Federal Emergency Management Agency (FEMA), Office of Emergency Services (OES) and other local, state, and federal agencies involved in emergency preparedness and response.

**PS 1.3: Local Stakeholder Coordination.** Coordinate with local key stakeholders (officials, schools, businesses, and organizations) within the community to make them aware of their role in the emergency plan and the necessary requirements in case of emergency.

**PS 1.4: Law Enforcement.** Maintain a high level of law enforcement activities and expand crime suppression activities in collaboration with neighboring law enforcement agencies.

**PS 1.5: Sufficient Funding.** Provide funding levels necessary for high level of police, fire protection, and building inspections, and code enforcement.

**PS 1.6: Adequate Facilities and Personnel.** Require that adequate police and fire service facilities and personnel be maintained to provide services at sufficient levels.

**PS 1.7: Development Review.** Ensure that law enforcement, crime prevention, and fire safety concerns are considered in the review of planning and development proposals in the City.

**PS 1.8: Critical Facilities.** Coordinate with service providers to ensure the resilience of critical facilities, lifeline services, and infrastructure, and plan for the use of critical facilities during post-disaster response and recovery.

**PS 1.9: Automatic and Mutual Aid.** Participate in automatic and mutual aid agreements with adjacent service providers to ensure efficient and adequate resources, facilities, and support services before, during, and after emergencies.

**PS 1.10: Communications.** Evaluate the potential to utilize a comprehensive emergency communication system that allows for efficient connection and communications in cases of emergency.

**PS 1.11: Emergency Evacuation Routes and Access.** Work with LACoFD and the Gardena Police Department to define minimum standards for evacuation of residential areas and to maintain, update, and regularly exercise emergency access, protocols, and evacuation routes to assess their effectiveness under a range of emergency scenarios. If areas with inadequate evacuation routes are identified, develop appropriate mitigation measures, improvement plans, or education programs to ensure safe evacuation.

**PS 1.12: Emergency Shelters.** Periodically coordinate with emergency shelter providers to ensure that necessary equipment supplies are available in case of emergency.



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**PS 1.13: Disaster Recovery.** Work with emergency service providers to implement post-disaster recovery plans to return public services to a state of normalcy, address ongoing hazard-specific mitigations, and assist community members in recovering from disasters.

**PS 1.14: Public Information.** Provide public safety information regarding crime, fire, natural disasters, and emergency preparedness.

**PS 1.15: Community Training and Volunteer Programs.** Promote community participation in crime prevention, fire safety, and other emergency training and volunteer programs as a valuable asset to the community.

**PS 1.16: School Safety.** Coordinate with local schools related to their programs and practices regarding emergency preparedness.

**PS 1.17: Multi-family Residential Property Management.** Promote professional management of multi-family residential buildings.

# Public Safety Element

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## 2. Fire Protection

**PS Goal 2** A City that is adequately prepared for fire emergencies.

Due to its geographic location and topography, the City of Gardena is not subject to wildland fires. The following policies are intended to protect against urban fire hazards.

### Policies

**PS 2.1: Fire Protection Services.** Reduce the risk of fire to the community by coordination for emergency preparedness with the LACoFD.

**PS 2.2: Building and Fire Codes.** Require that all buildings and facilities within Gardena comply with local, state, and federal regulatory standards such as the California Building and Fire Codes as well as other applicable fire safety standards.

**PS 2.3: Fire Hazard Identification.** Work with LACoFD to maintain an inventory of high-risk fire hazards within the City.

**PS 2.4: Urban Fire Risks.** Work with LACoFD to maintain an ongoing fire inspection program to reduce fire hazards associated with multifamily development, critical facilities, public assembly facilities, industrial buildings, and nonresidential buildings.

**PS. 2.5: Water Supply.** Coordinate with applicable water providers and LACoFD to ensure that water supply and pressure for new and existing development is adequate for structural fire suppression.

**PS 2.6: Regional Coordination.** Coordinate with the County of Los Angeles, neighboring cities, and other fire protection agencies to reduce the potential for fire hazards in Gardena.

### PS 2.7: New Development.

- a. Require adequate fire protection services, fire protection plans, and emergency vehicle access for new development.
- b. Locate, design, and construct new development to minimize the risk of structural loss from fires.
- c. Install visible home and street addressing and signage.



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**PS 2.8: Hazard Mitigation Plans.** Coordinate with local, state, and federal agencies to update emergency, evacuation, and hazard mitigation plans, as necessary.

**PS 2.9: Essential Public Facilities and Infrastructure.** Locate, when feasible, new essential public facilities and infrastructure outside of hazardous areas, including but not limited to, hospitals and health care facilities, emergency shelters, emergency command centers, fire stations, emergency command centers, emergency communication facilities, and utilities or identify construction methods or other methods to minimize damage if these facilities must be located in hazardous areas.

**PS 2.10: Public Education.** Work with LACoFD to disseminate educational programs for residents on fire hazard risks and fire safety measures, such as evacuation routes, with a special focus on at-risk populations.

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### 3. Geologic and Seismic Hazards

**PS Goal 3 Protect the community from dangers associated with geologic instability, seismic hazards and other natural hazards.**

Southern California is a region of high seismic activity. The City, which is located in the southwestern portion of the region, is subject to risks and hazards associated with potentially destructive earthquakes. Faults that could affect the City include the regional San Andreas and San Jacinto faults and the local Newport-Inglewood, Palos Verdes, Whittier-Elsinore, Sierra Madre-Cucamonga, San Fernando and Raymond Hill fault systems. These regional and local fault systems have the potential to generate the highest site acceleration when considering the maximum expected earthquake for each fault. According to the California Department of Conservation, an Alquist-Priolo Earthquake Fault Zone is located at the northeast portion of the City in the vicinity of El Segundo Boulevard and Vermont Avenue. This is a known active fault zone delineated by the State Geologist and is considered part of the Newport- Inglewood fault system. The potential impacts related to fault rupture within the City are significant, as this fault is active.

The area located along Artesia Boulevard and the Dominguez Flood Control Channel in the southern portion of the City is located within a liquefaction zone identified in the Seismic Hazard Zones Map prepared by the California Department of Conservation, Division of Mines and Geology (Inglewood Quadrangle 1999 and Torrance Quadrangle 1999). Figure PS-2 illustrates the area subject to potential liquefaction and seismic activity. According to the definition of the liquefaction zone, this is an area where historic occurrence of liquefaction, or local geological, geotechnical and groundwater conditions indicate a potential for permanent ground displacements such that mitigation as defined in Public Resources Code Section 26931 would be required. Liquefaction is caused by a shock or strain from an earthquake and involves the sudden loss of soil strength and cohesion and the temporary transformation of soil into a fluid mass. Therefore, older structures within the liquefaction areas of the City that were not constructed or reinforced to meet earthquake standards are vulnerable to structural damage.

#### Policies

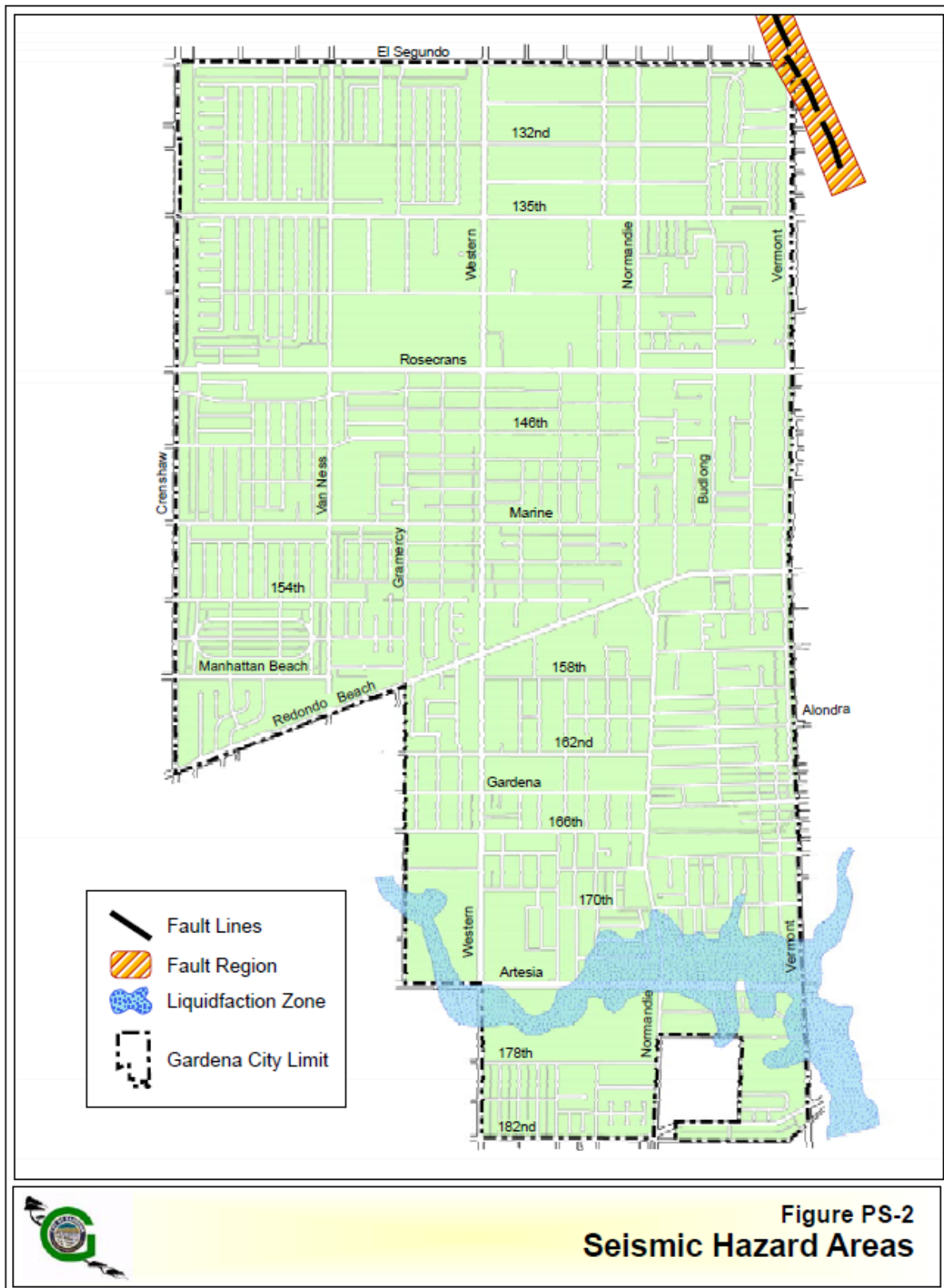
**PS 3.1: California Building Code.** Require compliance with seismic safety standards in the California Building Code, as adopted and amended.

**PS 3.2: Geotechnical Studies.** Require geotechnical studies for all new development projects in the City, including those located in an Alquist-Priolo Earthquake Fault Zone or areas subject to liquefaction.

**PS 3.3: Seismic Retrofitting.** Seek possible funding sources to assist in seismic retrofitting of potentially hazardous structures.

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### 4. Hazardous Waste

**PS Goal 4** Protect public health, safety, and the environment from exposure to hazardous materials and other dangers.

According to the California Department of Toxic Substances Control Envirostor Database and California Water Resources Control Board Geotracker Database, as of 2021 there are 38 hazardous waste sites in the City of Gardena that are currently under evaluation or active cleanup. These sites are generally clustered in the northern portion of the City, which is predominately industrial. More information can be found in Appendix A of the Environmental Justice Element.



#### Policies

**PS 4.1: Sensitive Receptors.** Ensure that the storage, processing, and transfer of hazardous materials are not located in areas that could potentially harm residents and other sensitive receptors (i.e., schools, parks, hospitals) and are adequately buffered from environmentally sensitive areas.

**PS 4.2: Alternative Sources.** Encourage and support innovative technologies that treat and dispose of hazardous waste or use alternative sources to hazardous materials.

**PS 4.3: Updated Inventory.** Maintain an updated inventory of businesses that handle, store, process, and transport hazardous materials and waste within the City.

**PS 4.4: Planning Procedures.** Maintain planning procedures for the handling and transportation of hazardous materials and ensure that the procedures are in compliance with applicable county, state and federal regulations.

**PS 4.5: Land Uses.** Require a conditional use permit for land uses that generate, use, store, or process hazardous materials.



### 5. Flood Hazards

#### PS Goal 5 A community that is protected from flood hazards.

Figure PS-3 shows FEMA 100- and 500-year flood zones in and near the City. The 100-year flood zone has a 1% probability (1 in 100) of flooding in a given year, and the 500-year flood zone has a 0.2% probability (1 in 500) of flooding in a given year. The Dominguez Channel is located in the western and southern portions of the City and is owned and operated by the Los Angeles County Flood Control District. The channel flows to the Pacific Ocean through the Port of Los Angeles. A part of the channel that runs through the southern portion of the City is within the 100-year flood zone. A portion of the Gardena Willows Wetland Preserve is within the 500-year flood zone north of W. Artesia Boulevard and west of S. Vermont Avenue.

As an urbanized area, Gardena is vulnerable to flooding due to the large areas of impervious surfaces such as asphalt and concrete which prevent stormwater from absorbing into the ground and causing runoff. The following policies are intended to reduce the amount of stormwater runoff and protect the community from flood hazards.

#### Policies

**PS 5.1: Regulatory Compliance.** Coordinate with local, state, and federal agencies to ensure that the City's regulations related to flood control are in compliance with federal, state, and local standards.

**PS 5.2: FEMA Coordination.** Coordinate with the Federal Emergency Management Agency (FEMA) to ensure that Federal Insurance Rate Maps correctly depict flood hazards in the City.

**PS 5.3: Municipal Code.** Implement the standards and requirements defined in the Municipal Code to reduce flood hazards and address flood-prone areas within the City.

**PS 5.4: California Building Code.** Adhere to the latest building, site, and design codes in the California Building Code and FEMA flood control guidelines to avoid or minimize the risk of flooding hazards for new development in the City.

**PS 5.5: Stormwater Runoff.** Encourage new developments that add substantial amounts of impervious surfaces to integrate low impact development (LID) to reduce stormwater runoff.

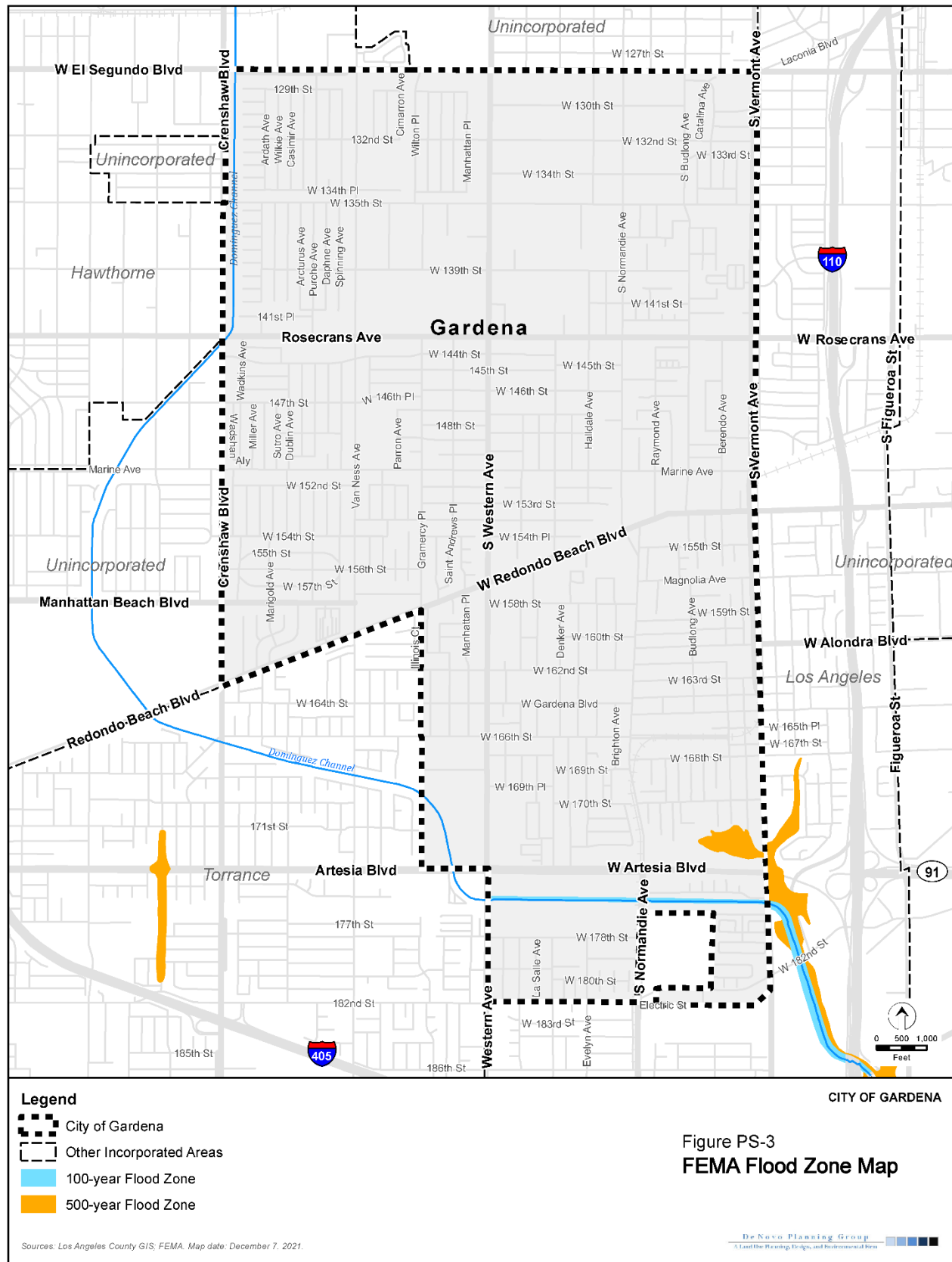
**PS 5.6: Regional Coordination.** Maintain dialogue with the County of Los Angeles regarding regional flood facilities.

**PS 5.7: Changing Conditions.** Coordinate with the Los Angeles County Flood Control and Water Conservation Districts.

**PS 5.8: Adequate Infrastructure.** Maintain and regularly assess the status of local storm drainage infrastructure to ensure that the system is functioning properly.

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### 6. Climate Change and Resiliency Planning

**PS Goal 6** A resilient, sustainable, and equitable community where risks to life, property, the economy, and the environment resulting from climate change, including extreme weather events, are minimized.

As a result of climate change, California is experiencing more intense and frequent heat waves, drought, wildfires, severe storms and extreme weather events. In addition to climate change imperatives, resiliency planning is becoming necessary on its own merits. Senate Bill 379 requires each city in California to update their Safety Element to consider climate impacts facing the state as well as methods to adapt and increase resiliency to climate change at the city level.

The City developed a Climate Action Plan (CAP) in cooperation with the South Bay Cities Council of Governments to reduce greenhouse gas (GHG) emissions within Gardena. The City's CAP serves as a guide for action by setting GHG emission reduction goals and establishing strategies and policy to achieve desired outcomes over the next 20 years.

The City also prepared a Climate Vulnerability Assessment (CVA) in 2021 to inform City policies, plans, programs, and guidance to promote effective and integrated action to safeguard from climate change. Policies are included below to address the key findings of the CVA.

#### Policies

**PS 6.1: Community Preparedness.** A well-prepared City that can effectively overcome natural disasters and scarcity of resources due to climate change.

**PS 6.2: Collaboration.** Collaborate with local, regional, state and/or federal jurisdictions and agencies on climate resiliency and adaptation strategies.

**PS 6.3: Water Supply.** Promote plans and programs and collaborate with local, regional, state and federal jurisdictions to increase sustainable water sources and protect water infrastructure.

**PS 6.4: Vulnerable Populations, Areas, and Infrastructure.** Implement necessary actions and programs to improve preparation and response for the most vulnerable community members and areas, and infrastructure.

**PS 6.5: Cooling Centers.** Designate public buildings, specific private buildings, or institutions with air conditioning as public cooling shelters; extend hours at air-conditioned sites during periods of extreme heat or power outage (if the site is supported by a backup generator).

**PS 6.6: Energy Supply.** Promote plans and programs that increase sustainable energy sources.

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**PS 6.7: Storms.** Provide access to flood protection resources and services (signage, sandbags, etc.) at designated public facilities before and during extreme weather events.

**PS 6.8: Special Assistance.** Address the needs of individuals with limited mobility or limited access to transportation for access to safe and comfortable shelter during extreme heat events or other severe weather events.

**PS 6.9: Greenhouse Gas Reductions.** Reduce communitywide greenhouse gas emissions locally by actively supporting regional efforts to reduce greenhouse gases.

**PS 6.10: Extreme Heat Vulnerabilities.** Encourage new developments, major remodels, and redevelopments address urban heat island issues and reduce urban heat island effects for the proposed project site and adjacent properties.

**PS 6.11: Urban Forestry Plan.** Minimize damage associated with wind-related hazards and address climate change and urban heat island effects through the development of an urban forestry plan.

**PS 6.12: Climate Resiliency Plan.** Develop a climate resiliency plan that integrates and builds upon the strategies identified in the General Plan and Climate Action Plan.



# CITY OF GARDENA

**Climate Vulnerability Assessment**  
**Appendix A to the Public Safety Element**  
**October 2021**



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## **A. INTRODUCTION**

Communities in California are increasingly vulnerable to the effects of climate change. California's Fourth Climate Change Assessment, conducted in 2018, identifies the Los Angeles Region as especially vulnerable to human-induced impacts to the climate since approximately half the population of the state calls the region home.<sup>1</sup> Climate change refers to changes in conditions that result from increased atmospheric greenhouse gas (GHG) concentrations, which are linked to an increase in average global temperature. The increase in global temperature and GHG result in a series of changes to the global climate, including shifts in seasonal temperature patterns; altered precipitation timing, volume, and location; sea-level rise; ocean acidification; and altered severe wind and storm event frequency. These outcomes interact, and the potential consequences may result not only in global climate shifts, but also changes to a variety of characteristics that define biological systems and human progress.

## **CLIMATE VULNERABILITY ASSESSMENT**

The purpose of a Climate Vulnerability Assessment (CVA) is to inform City policies, plans, programs, and guidance to promote effective and integrated action to prepare for climate change. In addition to increasing global average temperature, climate change has the effect of intensifying the frequency and effects of many natural hazards, adding to concerns otherwise addressed in hazard mitigation planning. This creates new challenges for hazard planners, who previously used historic recurrence rates to predict future events, but now must anticipate changes to frequency, severity, and location not previously seen.

### **ADDRESSING CLIMATE CHANGE**

Climate change can be viewed from two scales: global and local. Addressing climate change relies on two high-level approaches at both scales: mitigation and adaptation. Climate change mitigation involves the reduction of GHG emissions, whereas climate adaptation aims to reduce harm from the effects of a changing climate. At the global scale, mitigation appears as less dependency on fossil fuels for energy production and a shift towards renewable forms of energy; at the local scale mitigation appears as multi-modal and active transportation networks, for one example. At the global scale, climate adaptation can be seen as expanded emergency response teams and climate refugee aid. On the local scale, adaptation can be the preparation taken for inevitable climate-induced emergencies and the spin-off social impacts that could emerge from them. Both approaches at both scales are necessary, however, this document focuses on identifying vulnerabilities and adaptation strategies on the local level within the City of Gardena.

### **REGULATORY FRAMEWORK**

There are currently numerous laws and regulations set in place in the State of California that are aimed at reducing the impacts of climate change hazards. For decades, California has continued to adopt, update, and amend Senate and Assembly Bills; create monitoring and mitigation programs; and fund state, regional, and local agencies to promote environmental preservation. A list of relevant bills and documents adopted by the State, region, and City are included in Appendix A. While these documents create general goals and guidelines for the state to achieve and follow, each municipality is unique and therefore can best thrive and meet environmental regulations in its own unique way. The regulatory documents included in Appendix A provide a framework for the direction Gardena should be headed, but it is up to the City to implement programs and designs to reduce the effects of climate change.

## **ASSESSING VULNERABILITIES**

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<sup>1</sup> California's Fourth Climate Change Assessment, 2018. Accessed September 30, 2021. Available at <https://www.climateassessment.ca.gov/>.

The vulnerability that a community experiences resulting from climate change is a product of its geographical setting in combination with the characteristics of the community, ranging from its built pattern to social, political, and economic characteristics. Put simply, the level of climate vulnerability can be calculated using the following formula:

$$\text{Exposure} + \text{Sensitivity} - \text{Adaptive Capacity} = \text{Vulnerability}$$

Where:

- *Exposure* refers to the nature and degree to which a system or sub-population is exposed to significant climatic variations.
- *Sensitivity* refers to the degree to which a system or sub-population is affected by climate-related stimuli.
- *Adaptive Capacity* refers to the adaptability of a system or sub-population to adjust to climate change, to moderate potential damages, or to cope with the consequences.

Here is an example:

It is 100 degrees Fahrenheit (exposure) on a playground at a Gardena elementary school. Inside a classroom, Cindy is a student with a pre-existing condition (sensitivity) that leaves her at-risk of hyperthermia; however, the classroom is air-conditioned (adaptive capacity), so Cindy can continue learning with the rest of the students.

As shown by the example above, many factors are at play when determining the level of climate vulnerability. The California Adaptation Planning Guide identifies five steps in assessing the vulnerability of a community to climate change:

1. *Exposure*: what climate change effects will a community experience?
2. *Sensitivity*: what aspects of a community (people, structures, and functions) will be affected?
3. *Potential impacts*: how will climate change affect the points of sensitivity?
4. *Adaptive capacity*: what is currently being done to address the impacts?
5. *Risk and onset*: how likely are the impacts and how quickly they occur?

Not only do impacts vary, but vulnerability varies across specific areas and groups. For example, future climate changes, especially increases in extreme heat, are expected to disproportionately burden low-income residents and communities of color across the region. This linkage between the disproportional effects of climate change on disadvantaged communities is discussed further in the City's Environmental Justice Element.

This CVA describes vulnerabilities in terms of social vulnerabilities and physical vulnerabilities. Social vulnerabilities examine how populations, communities, and social systems are affected by climate change. Physical vulnerabilities examine how infrastructure, critical facilities, and land are affected by climate change.

## **B. CLIMATE IMPACTS AND VULNERABILITY ASSESSMENT**

An assessment of a community's vulnerability to climate change begins with an understanding of local exposure to climate impacts. A primary objective of this document is to identify geographic areas, populations, and infrastructure in Gardena with heightened risk from projected climate impacts. This section first describes the methodology used to obtain climate impact projections, then highlights each major impact projected in Gardena and asks the following questions:

- What is the local exposure?
- To what extent will the City be exposed to this impact?
- Who (or what) is the most vulnerable?
- How does this impact affect or tie into other impacts or hazards?
- How is the City currently addressing this impact?

### **METHODOLOGY**

While the science is highly certain that California (and the world) will continue to warm and experience greater impacts from climate change, specific outcomes are inherently uncertain. Future outcomes vary depending on the level of global GHG emissions. Accordingly, most climate models include a range of possible scenarios based on the level of global GHG emissions.

This document pulls data, and analysis, from California's Fourth Climate Change Assessment published in 2018. The data discussed in the assessment, was derived from 32 coarse resolution global climate models, were bias corrected and downscaled using the Localized Constructed Analogues (LOCA) statistical method. The data cover 1950-2005 for the historical period and 2006-2100 for two future climate projections using medium and high GHG and aerosol emissions scenarios.

For city-specific predictions, this document uses climate modeling from Cal-Adapt, a tool that came about as a key recommendation of the 2009 California Climate Adaptation Strategy and created with oversight from the CEC and California Strategic Growth Council. Cal-Adapt makes two predictions for the period of 2006 to 2100 using medium and high GHG and aerosol emissions scenarios. These scenarios are known as Representative Concentration Pathways (RCP). Each RCP represents a standardized set of assumptions of humanity's trajectory in the coming years. The Medium Emissions Scenario (RCP 4.5) represents a mitigation scenario where global CO<sub>2</sub> emissions peak by 2040 and then decline. Statewide, temperature is projected to increase 2-4°C for this scenario by the end of this century. The High Emissions Scenario (RCP 8.5) represents a scenario where CO<sub>2</sub> emissions continue to rise throughout the 21st century. Statewide, temperature is projected to rise 4-7°C by the end of this century. Precipitation shows fewer wet days, wetter winters, drier springs and autumns, and an increase in dry years as well as maximum precipitation in a single day. Cal-Adapt also specifies that its data is derived from the 32 LOCA downscaled climate projections generated to support California's Fourth Climate Change Assessment, observed historical data is derived from Gridded Observed Meteorological Data, and the data presented are aggregated over all LOCA grid cells that intersect Gardena's boundaries.

In addition to the range of potential outcomes, climate change can produce a variety of impacts depending on location. California is expected to experience warmer temperatures, increased drought, and more extreme weather events (IPCC, 2007). This is why climate change projections include both drought and increased precipitation leading to flooding. The range of impacts anticipated in Gardena are summarized below.

### **IMPACTS**



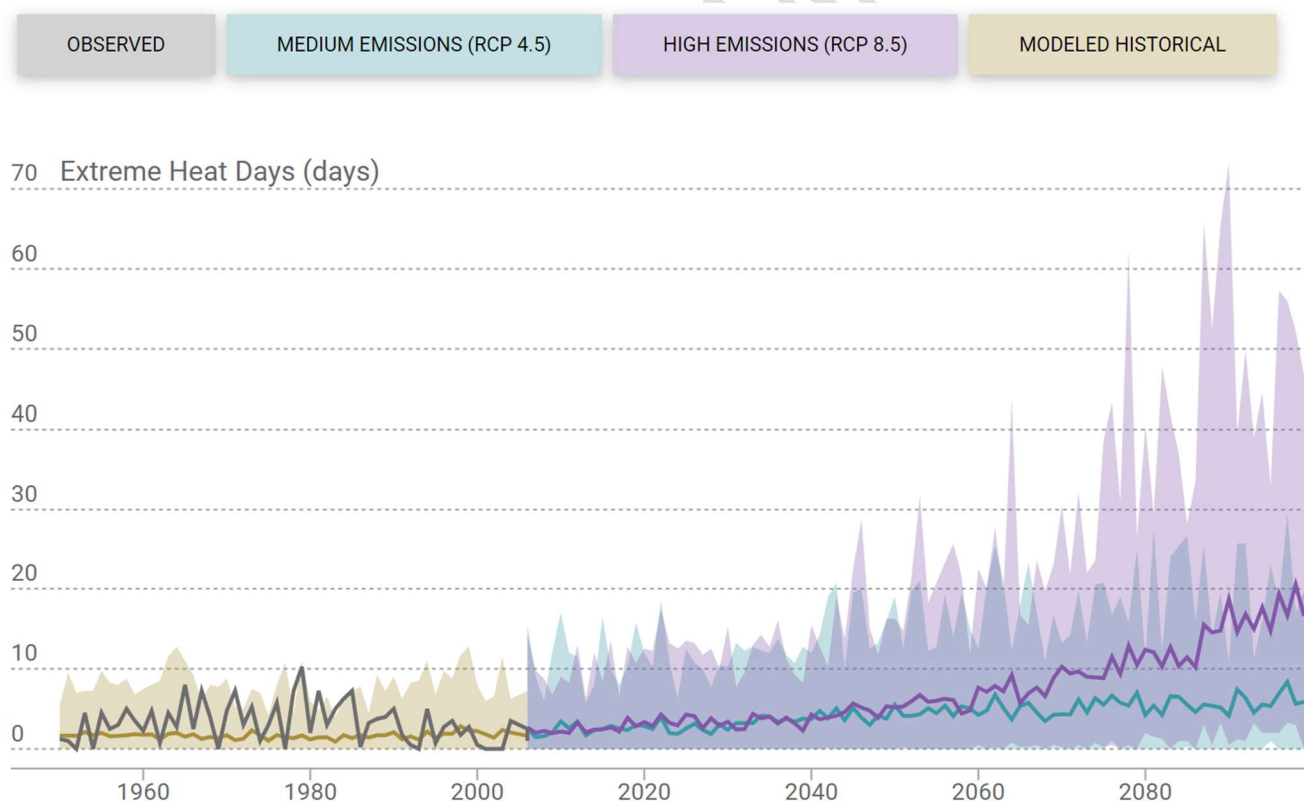
## **EXTREME HEAT & WEATHER**

Climate change alters seasonal temperature patterns. Effects can include changes in average temperature, the timing of seasons, and the degree of cooling that occurs in the evening. In addition to new seasonal temperature patterns, extreme events such as heat waves are projected to occur more frequently or last for longer periods of time. In California, temperature increases are expected to be more pronounced in the summer and in inland areas. Heat waves are projected to increase not only in frequency but in geographic extent (CNRA, 2009). The degree of change experienced partially depends on global GHG emissions and atmospheric concentrations. By 2050, however, temperature increases between 1.8° and 5.4°F are projected under both emissions scenarios examined by the state (CNRA, 2009).

### **LOCAL EXPOSURE**

Temperatures in Gardena are relatively mild. Average daily temperatures peak in the afternoon between the months of June and October (climate-data.org). Over the period from 1950 to 2006, the City observed average annual average maximum temperatures of 71.8° F (Cal-Adapt, 2021). Figure 1 shows the number of days in a year when the daily maximum temperature is above a threshold temperature of 92.1° F. This threshold temperature is the 98th percentile value of historical daily maximum summer temperatures observed in Gardena between April and October from 1961 to 1990.

*Figure 1: Extreme Heat Days in Gardena*



Source: Cal-Adapt, accessed October 1, 2021. <https://cal-adapt.org/tools/local-climate-change-snapshot/>  
1. Threshold temperature for a location is defined as the 98th percentile value of historical daily maximum temperatures (from 1961–1990, between April and October) observed at that location.

As shown in Figure 1, climate change is expected to increase the number of extreme heat events per year in Gardena. Table 1 supports Figure 1 in that they both demonstrate the number of extreme heat days annually is going to increase over the next century. The Baseline (1961 to 1990) modeled historical



data shows a yearly average of two days that exceeded the 98th percentile high-heat threshold. By mid-century the number of days exceeding the 98th percentile is expected to double under the Medium Emissions scenario and increase by three days under the High Emissions scenario. By the end of the century the average numbers are expected to increase by 4 days and 11 days past Baseline for Medium and High Emissions scenarios, respectively.

*Table 1: Average Number of Days Exceeding 98th Percentile Summertime (April to October) High-Heat Threshold for Gardena, California*

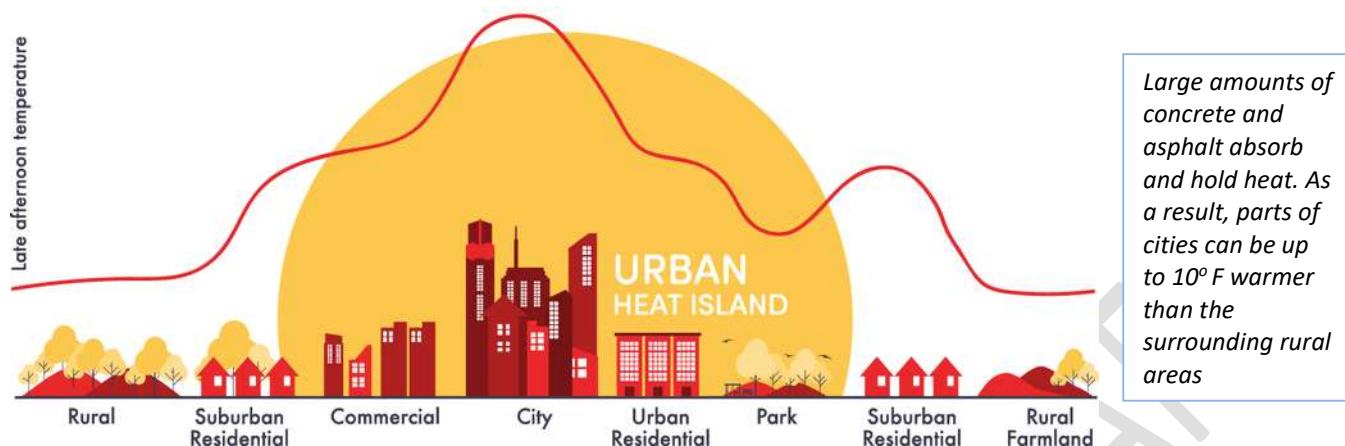
Time Period	Scenario	30yr Average	30yr Range	Change from baseline
Baseline (1961-1990)	Modeled Historical	2 days*	1 - 3 days	-
Mid-Century (2035-2064)	Medium Emissions (RCP 4.5)	4 days	2 – 8 days	+ 2 days
	High Emissions (RCP 8.5)	5 days	3 - 10 days	+ 3 days
End of Century (2070-2099)	Medium Emissions (RCP 4.5)	6 days	4 - 13 days	+ 4 days
	High Emissions (RCP 8.5)	13 days	7 – 35 days	+ 11 days

Source: Cal-Adapt, accessed October 1, 2021. <https://cal-adapt.org/tools/local-climate-change-snapshot/>

\*Observed 30-year average from 1961 to 1990: 4 days

Heat waves and extreme heat days are made worse by the urban heat island effect, depicted in Figure 2. Heat islands are urbanized areas that experience higher temperatures than rural areas. This is because an urbanized area's buildings, roads, and other infrastructure absorb and re-emit the sun's heat. Daytime temperatures in urban areas are about 1–7° F higher than temperatures in outlying areas, and nighttime temperatures are about 2-5° F higher (EPA, 2021). Because Gardena is part of a large, built-out, urban area the heat island effects are pronounced. Heat islands can affect communities by increasing summertime peak energy demand, air conditioning costs, air pollution, GHG emissions, heat-related illness, mortality, and water quality. As the community continues to grow and accommodate new development, it can be expected that the impacts related to the urban heat island effect will continue. The Gardena Climate Action Plan (CAP) addresses this concern (in Goal EE: F) and provides measures for reducing the urban heat island effect. Measures include promoting tree planting and incentivizing or requiring light-reflecting surfaces.

Figure 2: Heat Island Effect



Source: Fuladlu, et al. (2018). [https://www.researchgate.net/figure/The-effect-of-Urban-Heat-Island-UHI\\_fig1\\_326316773](https://www.researchgate.net/figure/The-effect-of-Urban-Heat-Island-UHI_fig1_326316773)

Gardena actively combats the dangers of extreme heat by promoting energy efficiency in existing residential units. Within the City CAP, there are measures (Measure EE A3 and A4) that promote and require home energy evaluations and renovations. While more cost-effective, ensuring that homes are able to use energy as efficiently as possible, and regulate inside temperatures more easily, people are protected from both extreme cases of weather (extreme heat and extreme cold). Goal EE B of the CAP promotes the same proactiveness with energy efficiency with regards to new residential developments.

Other goals within the Energy Efficiency section of the CAP encourage energy efficiency in commercial and municipal developments. Ensuring that public spaces, such as shopping centers or libraries, have heating and air conditioning, and proper insulation provides heat refuge to residents, and more specifically to sensitive populations, such as houseless people.

### **WHO IS MOST VULNERABLE?**

Everybody can be affected by extreme heat, but certain groups are more vulnerable. Social vulnerabilities include people with health conditions; people who depend on walking, biking, or transit to get around; children and older adults; and people who work outdoors. Infrastructure vulnerabilities include energy and transportation sectors, water delivery, water treatment, and parks and open spaces.

The population of Gardena is predominantly working adults aged 18-64 years, which represents nearly 64 percent of the total population. Seniors (65 years and older) make up almost 17 percent of the population, and children (18 years and younger) represent approximately 20 percent.<sup>2</sup>

Interweaving green spaces throughout Gardena's urban landscape can help reduce the negative effects of extreme heat and weather. Green spaces replace asphalt and concrete within areas of plants and foliage, thereby reducing the temperatures created by the urban environment. Urban forests can be installed along sidewalks, road medians, and in plazas to provide shade and protect people, sidewalks, buildings, and streets, from the sun to diminishes the heat island effect.

<sup>2</sup> De Novo Planning Group, *City of Gardena Environmental Justice White Paper*, April 2021.

## **DROUGHT**

California's highly variable climate is susceptible to prolonged dry spells. A warming climate will compound drought impacts, as evidenced during recent precipitation deficits in the 2000's Southwest drought (Colorado River basin), and during the 2012-2015 drought in California and neighboring states (Pierce, et al, 2018). Furthermore, recent research suggests that extended drought occurrence ("mega-drought") could become more pervasive in future decades (Pierce, et al, 2018).

### **LOCAL EXPOSURE**

California has experienced prolonged droughts off and on throughout the decades, including in Southern California. The Golden State Water Company (GSWC) supplies potable water in the City of Gardena. The City is part of the GSWC Southwest System along with the cities of Hawthorne, Redondo Beach, Lawndale, Carson and El Segundo, and unincorporated areas of Los Angeles County. The main source of water for customers in the Southwest System includes local groundwater pumped from the West Coast Groundwater Basin and water purchased from the Metropolitan Water District of Southern California (MWD). Water purchased from MWD is imported from the Colorado River Aqueduct and the State Water Project.<sup>3</sup> Because water systems are interconnected, the regional impacts of drought may have adverse impacts for the City of Gardena.<sup>4</sup> Recycled water is used for some irrigation and industrial uses.

Table 4 shows the differences in maximum dry spell lengths in the City from Baseline measurements to predicted future variations. The Baseline scenario states that the 30-year average length of a dry spell was approximately 157 days. Dry spells are predicted to increase by 7 to 10 days over Baseline conditions by the middle of the century (2035-2064), and 8 to 15 days by the end of the century (2070-2099).

*Table 2: Maximum Length of Dry Spell in Gardena*

Time Period	Scenario	30yr Average	30yr Range	Change from baseline
Baseline (1961-1990)	Modeled Historical	157 days*	141 - 170 days	-
Mid-Century (2035-2064)	Medium Emissions (RCP 4.5)	164 days	140 - 185 days	+7 days
	High Emissions (RCP 8.5)	167 days	143 - 188 days	+10 days
End of Century (2070-2099)	Medium Emissions (RCP 4.5)	165 days	144 - 183 days	+8 days
	High Emissions (RCP 8.5)	172 days	142 - 208 days	+15 days

Source: Cal-Adapt, accessed October 1, 2021. <https://cal-adapt.org/tools/local-climate-change-snapshot/>

\* Observed 30-year average from 1961 to 1990: 155 days

<sup>3</sup> Golden State Water Company, *Southwest*, [Southwest - Golden State Water Company \(gswater.com\)](https://www.gswater.com/), accessed November 16, 2021

<sup>4</sup> Risk Management Professionals Incorporated, *City of Gardena & City of Hawthorne Hazard Mitigation Plan Draft*, August 2012.

## ***WHO IS MOST VULNERABLE?***

Extreme drought decreases soil moisture and increases plant mortality. Plant die-offs cause a domino effect by reducing available shade and evaporative cooling, thereby raising surrounding temperatures and reducing the thermal comfort of pedestrians. The Willows Wetland Preserve would be an area to suffer from drought conditions, and therefore contribute to the domino effects of reducing shade and cooling.

A vulnerable group highly affected by droughts are farmers and agricultural industries. While there isn't a dedicated agricultural hub in Gardena, the broader agricultural industry in the Southern California and Central Valley regions will likely be adversely impacted by increased droughts, which will have reverberated impacts on the City and on City residents. More frequent occurrences of extreme events similar to the 2011-2016 drought could significantly decrease groundwater recharge, which is essential for the livelihood of the region. People with pre-existing respiratory conditions are also extremely vulnerable: in the absence of rainfall during prolonged periods of drought, the region could experience increased concentrations of resuspended road particulates (dust), which have adverse respiratory impacts (Hall, et al. 2018).

Especially vulnerable infrastructure includes water importing systems. For Gardena this includes two main sources of potable water: imported water from the Colorado River Aqueduct and the State Water Project. To help protect vulnerable populations and infrastructure, Gardena can enact varying water restrictions. Some water restrictions in place in other cities and counties in California include personal and individual restrictions, other restrictions are designed to limit commercial and industrial water use and water waste.

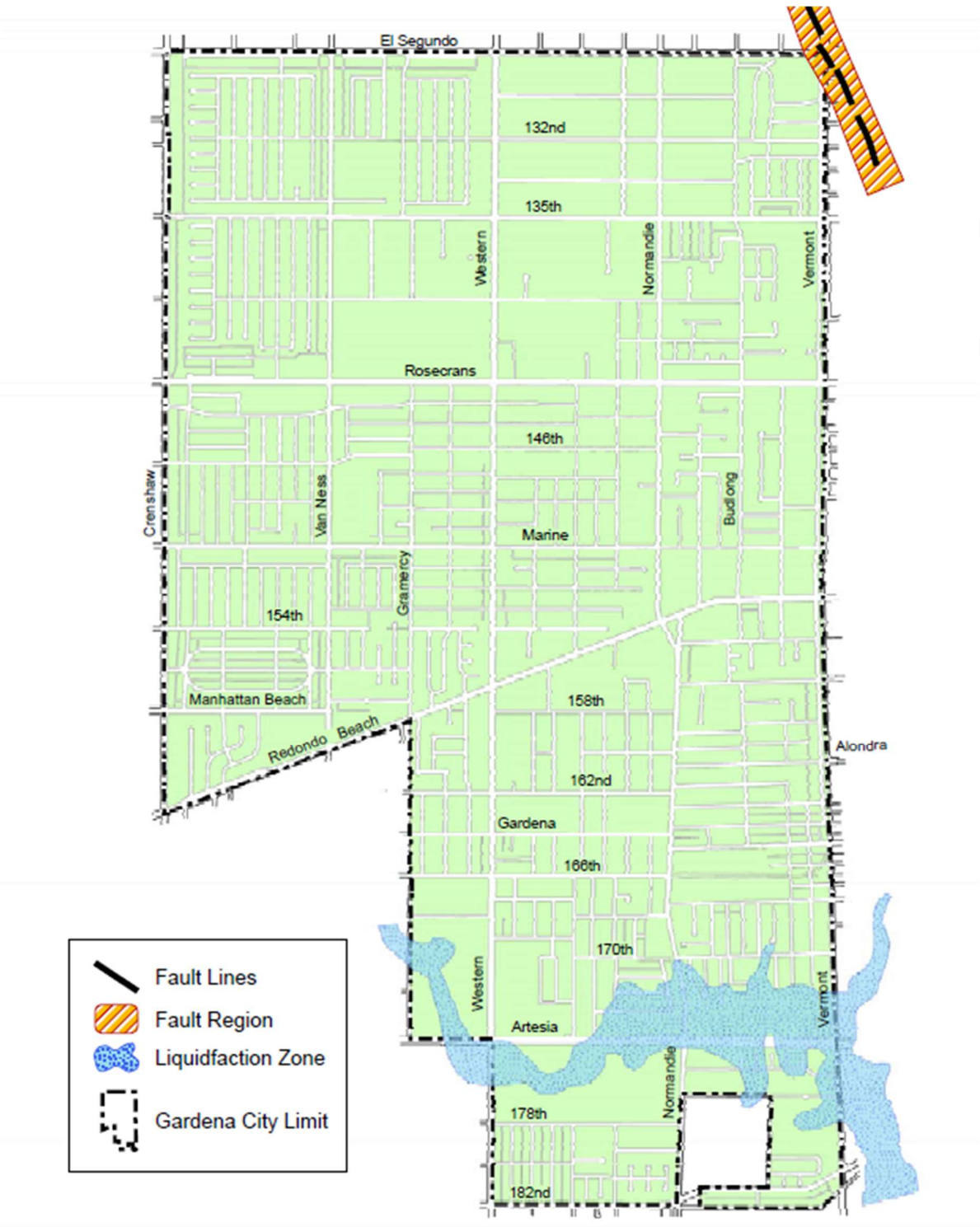
## **LIQUEFACTION**

Liquefaction is caused by a shock or strain from an earthquake, and is when loosely packed, water-logged sediments at or near the ground surface lose their strength in response to strong ground shaking. Liquefaction occurring beneath buildings can lead to major damage.

## ***LOCAL EXPOSURE***

The City is located in a seismically active area that has historically been affected by moderate to occasionally high levels of ground motion. The Gardena & Hawthorne Multi-Jurisdictional Hazard Mitigation Plan, ranks earthquakes as the top natural threat to the City. The biggest seismic threats to the City are: the San Andreas Fault, Newport-Inglewood Fault, Whittier-Elsinore Fault Zone, and Palos Verdes Fault.<sup>3</sup> According to the California Department of Conservation, portions of the southern perimeter of the City is within a liquefaction zone, as depicted in Figure 7. This area of the City contains multiple land uses, including various densities of residential neighborhoods.

Figure 3: Liquefaction Seismic Hazard Zone



Source: City of Gardena Public Safety Plan, Figure PS-2.



## ***WHO IS MOST VULNERABLE?***

Older structures within the City are vulnerable to loss by liquefaction as they may not have been constructed or reinforced to meet earthquake standards. The most vulnerable areas are those in a liquefaction zone thereby putting the land uses around the southern edge of the City at risk. Pipeline transportation infrastructure (water, gas, electricity, sanitation) is also highly vulnerable to ground motion due to the majority of it being buried underground.<sup>4</sup> Seismic activity, liquefaction, or land subsidence could damage one pipe, or area, and have a cascading effect throughout the City and region. A large earthquake, or liquefaction incident could also trigger a number of other hazards that could be exacerbated due to climate change. For example, if a strong liquefaction incident were to occur, it could rupture pipelines or electricity poles, with temperatures expected to rise and the climate expected to be more drought prone, knocked over electricity poles could more easily cause an urban fire.

Groups that are specifically vulnerable to liquefaction incidents are the ones living in these southern residential neighborhoods; Gardena has low, medium, and high-density residential areas within a liquefaction zone.

## **HAZARDOUS MATERIALS**

Hazardous materials are defined as a detrimental substance, including but not limited to: pesticides, herbicides, toxic metals or chemicals, liquefied natural gas, explosives, volatile chemicals, and nuclear fuels. All materials, whether they be the intentional product or resulting by-product that can cause harm to individual's health, the public health, or environmental health are considered toxic and must be handled and contained safely. It is imperative to note environmental justice issues here as they are related to potential health impacts associated with land use decisions, including enforcement actions to reduce the adverse health effects of hazardous materials, industrial activity and other land uses, on residents regardless of age, culture, ethnicity, gender, race, socioeconomic status, or geographic location.

### ***LOCAL EXPOSURE***

According to the California Department of Toxic Substances Control Envirostor Database and California Water Resources Control Board Geotracker Database, as of 2021 there are 38 hazardous waste sites in the City of Gardena that are currently under evaluation or amid cleanup. Figure 2 within Appendix A of the Environmental Justice Element shows that the majority of these sites are concentrated in the northern hemisphere of the City, with a smaller grouping in the southern region of the City. All hazardous waste sites are within areas classified as disadvantaged communities.

Pipeline infrastructure, namely pipelines that carry oil and gas, are susceptible to becoming damaged in some way (through seismic ground shaking as an example), and could easily release hazardous materials in the ground, water, and air. No pipeline failures have occurred within the City of Gardena, however, the prevalence of oil distribution pipelines throughout the Cities gives the potential for a future event.

## ***WHO IS MOST VULNERABLE?***

The most vulnerable populations to hazardous waste and materials are people and communities living on top of these toxic sites. For Gardena, these are communities consist of the residents living at the Ace Trailer Park/Honeywell site and the Normandie Estate. A vast majority of the other hazardous sites border residential areas creating a higher potential for threats for these communities as well.

Local habitats, animals, and plants are extremely vulnerable if natural resources become contaminated by hazardous materials. Polluted water and air sources have a lingering and expanding impact as the species living in the contaminated area relocate themselves or are consumed by others and moved



As shown in Figure 6, the infrastructure between departments relies upon, and is reliant upon, infrastructure from other departments; if one system or pipe were to fail, dozens of connections could be adversely affected.

## **WILDLAND AND URBAN FIRES**

As California is expected to experience increased temperatures and reduced precipitation, there will likely be more frequent and intense wildland and urban fires and longer fire seasons. Fires spread more quickly on dry, windy days and move more easily through higher-density vegetation. Weather is one of the most significant factors in determining the severity of fires; natural fire patterns are driven by conditions such as drought, temperature, precipitation, and wind, as well as available fuel (biomass).

Climate change is projected to increase the frequency of wildland and urban fire events, the extent of burned areas across California, and the duration of wildfire seasons. Wildfire seasons are projected to begin earlier in the spring due to drier and warmer spring conditions on average, potentially requiring longer periods for firefighting services.

### ***LOCAL EXPOSURE***

Fire protection and emergency services in the City are provided by the Los Angeles County Fire Department (LACoFD). Within the City, the LACoFD operates Fire Station 158, located at 1650 West 162nd Street, and Fire Station 159, located at 2030 West 135th Street. Emergency response within the City is divided to two districts, with Marine Avenue as the division line. Areas north of Marine Avenue is covered by Fire Station 159 and areas south of Marine Avenue are covered by Fire Station 158.

According to CAL FIRE, Gardena is not located in a Very High Fire Hazard Severity Zone (VHFHSZ). However, this does not eliminate the possibility of fire threat to the City, climate change increases the risk of urban fires originating in Gardena or in surrounding areas. Wildland or urban fires originating in the greater Los Angeles region could cause reduced air quality and visibility, putting the health of sensitive populations at risk. This could lead to a compounded risk as Gardena residents already suffer from poor air quality; all census tracts in the City are considered to have medium or high burdens with regard to a majority of health indicators, including high burdens in particulate matter 2.5 and toxic releases and medium or high burdens in ozone, diesel particulate matter, traffic, and drinking water.<sup>2</sup> These air pollutants, in combination with ash and smoke from fires, could put people with respiratory complications at extreme risk.

A sensitive area within the City is the Gardena Willows Wetland Preserve located at 1202 West 170<sup>th</sup> Street. Approximately 13.5 acres, the Willows Wetland Preserve is considered an environmentally sensitive area (ESA) under Los Angeles County Municipal National Pollutant Discharge Elimination System (NPDES) standards. As a location with large amounts of available fuel (vegetation and biomass), the Willows have the potential to feed in to or be the originating source of a fire.

While there is a possibility of a fire igniting within City limits (due to natural areas such as the Willows Wetlands), Los Angeles County data was utilized to see the impact wildfires could have on the region (including the City of Gardena) since the vast majority of the City is highly urbanized. Table 2 demonstrates the average acreage expected to burn throughout the century is slightly above the Baseline average, however, less and less acres are expected to burn over time. While none of these acres are within Gardena City limits, byproducts from these wildfires, such as smoke and ash, can affect the entire region's air quality and events such as evacuations can cause traffic and panic throughout the region.



Table 3: Average Annual Area Burned, Los Angeles County

Time Period	Scenario	30yr Average	30yr Range	Change from baseline
Baseline (1961-1990)	Medium Emissions (RCP 4.5)	12,235.2 acres	11,780.7 – 12,502.8 acres	--
	High Emissions (RCP 8.5)	12,159.4 acres	11,800.7 – 12,419.5 acres	--
Mid-Century (2035-2064)	Medium Emissions (RCP 4.5)	14,132.5 acres	13,338.6 – 15,078.3 acres	+1,897.3 acres
	High Emissions (RCP 8.5)	13,993.4 acres	12,559.2 – 14,686.1 acres	+1,834.0 acres
End of Century (2070-2099)	Medium Emissions (RCP 4.5)	13,787.8 acres	13,063.7 – 14,572.0 acres	+1,552.6 acres
	High Emissions (RCP 8.5)	13,035.9 acres	11,715.6 – 13,911.7 acres	+876.5 acres

Source: Cal-Adapt, accessed October 1, 2021. <https://cal-adapt.org/tools/local-climate-change-snapshot/>

In addition to typical ignition sources for fires, earthquakes and floods have the potential to rupture buried gas lines, and high winds or accidents could cause overhead electric lines to break, creating new ignition sources for fires. Catastrophic earthquakes could cause widespread urban fires, as multiple gas and electrical lines could be broken or disrupted.<sup>4</sup>

### **WHO IS MOST VULNERABLE?**

Especially vulnerable people include people with pre-existing health conditions that make them more sensitive to hazardous air, such as those with asthma. Additionally, households without access to a car may have difficulty evacuating when the air is hazardous; all census tracts within City limits have at least some households without access to a vehicle.<sup>2</sup>

People who live near or have to respond to wildfire can become injured or die; furthermore, wildfires can cause major community-wide disturbances, like evacuations, power outages, economic losses, road and school closures, losses to biodiversity and the natural environment, and disruptions to recreational activities. Wildfires can cause wide-reaching and long-lasting impacts to communities as people are displaced. In some extreme cases, entire communities can be destroyed and people can be forced to relocate.<sup>5</sup>

## **INLAND FLOODING & EXTREME PRECIPITATION**

Flooding occurs when a lot of rain falls over a short period of time, even if the storm is not especially large. Vegetated and pervious surfaces such as grass and soil do not have time to absorb the intense amount of rainfall, and the runoff overwhelms the stormwater infrastructure. In combination, changes in temperature and precipitation may exacerbate impacts. Intense rainstorms could require evacuation and temporary or permanent displacement of people and result in property damage or loss.

## LOCAL EXPOSURE

In LA County, climate change brings with it wetter, more intense storm events. Although the total amount of rainfall is not projected to change significantly by mid-century, rainfall events are expected to become more intense within storms. The increase in rainfall volumes in short periods of time can lead to inland flooding across LA County and serious impacts to people and property.<sup>5</sup> As a built-out, urbanized area, Gardena is vulnerable to flooding due to the large area of impervious surfaces such as asphalt and concrete which block rainwater from absorbing into the ground, creating excess runoff.

The Dominguez Channel is located in the western and southern portions of the City and is owned and operated by the Los Angeles County Flood Control District. The Channel runs along the western edge of City and eventually flows into the Los Angeles Harbor and out to the Pacific Ocean. Since the City is already highly built-out, the urban runoff infrastructure is to remain about the same.

FEMA Flood Map identifies one area within City limits that sits on top of a floodplain: the Willows Wetland Preserve is in a 500-year floodplain.<sup>6</sup> This means that there is a 0.2 percent annual chance for this area to flood. However, FEMA floodplain maps do not account for future climate change but instead provide a picture of areas that are more likely to face flooding based on historical conditions.<sup>5</sup> According to the existing Zoning Map, low and medium density residential units are directly north of the Willows, putting sensitive land uses (housing units) at a greater risk than units that are not bordering floodplains.

Table 3 demonstrates the predicted increase in one-day rainfall within the next century. The Baseline average has been approximately 1.68 inches of rain within one day in Gardena. By mid-century (2035-2064) that number is expected to increase to 1.77 inches under the Medium Emissions scenario, and 1.79 inches under the High Emissions scenario. The end of the century is expected to receive even more rain; 1.85 inches in the Medium Emissions scenario and 1.91 inches for the High Emissions model. Taking these increases into account, and analyzing them with the predicted hotter days and larger fires, cascading effects throughout the region can be seen.

*Table 4: Maximum One-Day Precipitation in Gardena*

Time Period	Scenario	30yr Average	30yr Range	Change from baseline
Baseline (1961-1990)	Modeled Historical	1.684 inches*	1.472 - 2.011 inches	-
Mid-Century (2035-2064)	Medium Emissions (RCP 4.5)	1.771 inches	1.437 - 2.224 inches	+0.087 inches
	High Emissions (RCP 8.5)	1.787 inches	1.432 - 2.199 inches	+0.103 inches
End of Century (2070-2099)	Medium Emissions (RCP 4.5)	1.850 inches	1.391 - 2.261 inches	+0.166 inches
	High Emissions (RCP 8.5)	1.919 inches	1.346 - 2.428 inches	+0.235 inches

Source: Cal-Adapt, accessed October 1, 2021. <https://cal-adapt.org/tools/local-climate-change-snapshot/>

\* Observed 30-year average from 1961 to 1990: 1.730 inches

<sup>6</sup> FEMA Flood Map Service Center <https://msc.fema.gov/portal/search?AddressQuery=gardena>, accessed November 16, 2021.

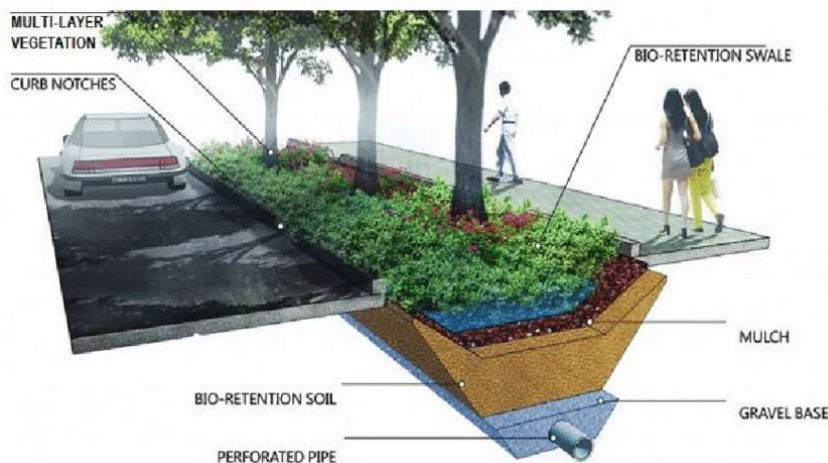
The Gardena CAP contains goals and measures that encourage urban greening. Urban greening includes spaces such as parks, forests, green roofs, local agriculture, street trees, and community gardens. These spaces “carbon sinks” as they store greenhouse gas emissions, that would otherwise be emitted into the atmosphere, and increase the amount of pervious surfaces throughout the City, allowing for a greater water absorption and storage rate.<sup>7</sup>

### ***WHO IS MOST VULNERABLE?***

Flooding impacts are not linked to specific populations, such as seniors, children, or individuals with disabilities. Especially vulnerable infrastructure is that which is located in low-lying, more flood-prone areas and includes transportation (especially roadways); public and community centers; and older infrastructure. Nearly 89 percent of the existing housing stock in Gardena was built prior to 1990, causing it to be more susceptible to extreme weather conditions, such as flooding. Additionally, 13 out of 14 census tracts in Gardena are considered disadvantaged communities. Approximately 93 percent of the Gardena population lives within a disadvantaged community.<sup>2</sup> Many people within disadvantaged communities often do not have personal cars, posing potential problems with regards to evacuation if a flood were to impact Gardena.

While not the biggest threat to the City, potential flooding hazards can be decreased by expanding the amount of pervious surfaces within city limits. This can be more landscaping throughout the urban environment, or implementation of strategic landscaping tools such as bioswales. Bioswales, as depicted in Figure 6, allow for greater volumes of water to be held at once, and slowly percolate the water at a rate that the water systems and natural environment can handle.

*Figure 5: Flood Control, Bioswale*



Source: Green Earth Operations

<sup>7</sup> City of Gardena, Climate Action Plan, December 2017

## C. KEY FINDINGS

The key findings for Gardena are summarized below to increase the City's adaptive capacity.

- Climate change increases the severity of various natural hazards and impacts in the City of Gardena.
- Extreme weather, namely extreme heat has the highest potential of creating the most danger within the City of Gardena. This hazard places senior citizens as the most vulnerable populations, as well as the houseless community.
- Multi-regional droughts are also a key hazard to Gardena as a vast majority of the City's potable water relies on imported water. As expected with climate change, multi-regional droughts are expected to increase both in frequency and intensity (duration).
- The most vulnerable areas in the City are those within both the liquefaction zones and adjacent to hazardous materials sites. For Gardena, these are neighborhoods in the southern region of the City, generally along Artesia Boulevard.
- The most vulnerable infrastructure are the buildings that are within the liquefaction zones, particularly older buildings not in compliance with the current California Building Code. Again, these are buildings generally along Artesia Boulevard.

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# APPENDIX A: REGULATORY FRAMEWORK

## **STATE**

### ***CALIFORNIA AIR RESOURCES BOARD***

The California Air Resources Board is the agency responsible for coordination and oversight of state and local air pollution control programs in California and for implementing the California Clean Air Act (CCAA), which was adopted in 1988. The CCAA requires that all air districts in the State endeavor to achieve and maintain the California Ambient Air Quality Standards by the earliest practical date. The act specifies that districts should focus particular attention on reducing the emissions from transportation and area-wide emission sources and provides districts with the authority to regulate indirect sources.

### ***CALIFORNIA STRATEGIC FIRE PLAN***

This statewide plan guides fire policy for much of California. The plan is aimed at reducing wildfire risk through pre-fire mitigation efforts tailored to local areas. The most recent update is the 2018 Strategic Fire Plan. The 2018 Plan reflects CAL FIRE's focus on: 1) fire prevention and suppression activities to protect lives, property, and ecosystem services, and 2) natural resource management to maintain the state's forests as a resilient carbon sink to meet California's climate change goals and to serve as important habitat for adaptation and mitigation. There are also Unit Fire Plans produced under the Strategic Fire Plan that are localized to a county or region; the City of Gardena falls under the Los Angeles County Unit Fire Plan.

### ***STATE WATER RESOURCES CONTROL BOARD/REGIONAL WATER QUALITY CONTROL BOARD***

In California, all wastewater treatment and disposal systems fall under the overall regulatory authority of the State Water Resources Control Board (SWRCB) and the nine California Regional Water Quality Control Board (RWQCBs), who are charged with the responsibility of protecting beneficial uses of State waters from a variety of waste discharges, including wastewater from individual and municipal systems. The City of Gardena falls within the jurisdiction of the Los Angeles Regional Water Quality Control Board.

The RWQCBs' regulatory role often involves the formation and implementation of basic water protection policies. These are reflected in the RWQCBs' Basin Plans, generally in the form of guidelines, criteria and prohibitions related to the siting, design, construction, and maintenance of on-site sewage disposal systems.

### ***STATE WATER BOARD STORM WATER STRATEGY***

The Storm Water Strategy is founded on the results of the Storm Water Strategic Initiative, which serve to direct the State Water Board's role in storm water resources management and evolve the Storm Water Program by: a) developing guiding principles to serve as the foundation of the storm water program; b) identifying issues that support or inhibit the program from aligning with the guiding principles; and c) proposing and prioritizing projects that the Water Board could implement to address those issues. The State Water Board staff created a document called the Strategy to Optimize Management of Storm Water (STORMS). STORMS includes a program vision, mission, goals, objectives, projects, timelines, and consideration of the most effective integration of project outcomes into the Water Board's Storm Water Program.

## ***URBAN WATER MANAGEMENT PLANNING ACT***

The Urban Water Management Planning Act has as its objectives the management of urban water demands and the efficient use of urban water. Under its provisions, every urban water supplier is required to prepare and adopt an urban water management plan. The plan must identify and quantify the existing and planned sources of water available to the supplier, quantify the projected water use for a period of 20 years, and describe the supplier's water demand management measures.

## ***CALIFORNIA DEPARTMENT OF PUBLIC HEALTH***

The Department of Public Health contains the Division of Radiation Safety and Environmental Management (DRSEM) which, is divided into three branches: the Radiologic Health Branch, the Environmental Health Branch, and the Drinking Water and Radiation Laboratory Branch. The Radiologic Health Branch enforces the laws and regulations designed to protect the public, radiation workers, and the environment. The Environmental Management Branch regulates the medical waste industry and recreational health (public swimming pools, ocean beaches and organized camps); provides sanitary surveillance of state institutions; administers the Registered Environmental Health Specialist (REHS) program; oversees radiological cleanup at military base closure facilities, coordinates the State's Indoor Radon Program, the Medical Waste Management Program and California Department of Public Health's Nuclear Emergency Response Program. The Drinking Water and Radiation Laboratory Branch is the State's primary drinking water quality testing laboratory and is the state laboratory capable of measuring chemical, microbiological, and radiochemical contaminants in drinking water and drinking water supplies.

## ***CALIFORNIA WATER CODE***

California's primary statute governing water quality and water pollution issues with respect to both surface waters and groundwater is the Porter-Cologne Water Quality Control Act of 1970 (Division 7 of the California Water Code). The Porter-Cologne Act grants the State Water Resources Control Board (SWRCB) and each of the Regional Water Quality Control Boards (RWQCB) power to protect water quality and is the primary vehicle for implementation of California's responsibilities under the Federal Clean Water Act. The Porter-Cologne Act grants the SWRCB and the RWQCBs authority and responsibility to adopt plans and policies, to regulate discharges to surface and groundwater, to regulate waste disposal sites, and to require cleanup of discharges of hazardous materials and other pollutants. The Porter-Cologne Act also establishes reporting requirements for unintended discharges of any hazardous substance, sewage, or oil or petroleum product.

Each RWQCB must formulate and adopt a Water Quality Control Plan (Basin Plan) for its region. The regional plans conform to the policies set forth in the Porter-Cologne Act and established by the SWRCB in its State water policy. The Porter-Cologne Act also provides that a RWQCB may include within its regional plan water discharge prohibitions applicable to particular conditions, areas, or types of waste.

## ***CALIFORNIA BUILDING CODE***

The California Building Standards Code (CBSC) (California Code of Regulations, Title 24) is a statewide standard that is updated every three years, with the most recent update being in 2019. The CBSC is a compilation of three types of building standards from three different origins:

- Building standards that were adopted by state agencies without change from national model building codes;
- Building standards that were adopted from national model codes but modified to address California-specific conditions; and



- Building standards, authorized by the California legislature, that constitute amendments not covered by national model codes, that were created to address particular California concerns.

The CBSC specifies materials requirements, construction methods, and maintenance standards for earthquake protection and resiliency. All building occupancies in California are subject to national model codes adopted into the CBSC, and occupancies are further subject to amendments adopted by state agencies. State law also authorizes local governments to enact ordinances making building standards amendments to the CBSC to address local conditions. The law includes specific requirements for the basis for a local amendment, how the amendment language and documents must be prepared, and how the amendment must be filed with either the CBSC, the California Department of Housing and Community Development, or other state agencies as required. The City of Gardena officially adopted the entirety of the CBSC, including amendments, into its Municipal Code under Title 15 Buildings and Construction.

### ***CALIFORNIA FIRE CODE***

The California Fire Code, as a part of Title 24, California Code of Regulations, establish the minimum requirements consistent with nationally recognized good practices to safeguard the public health, safety and general welfare from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to provide safety and assistance to fire fighters and emergency responders during emergency operations. The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such building structures throughout the State of California.

The City of Gardena has adopted the Los Angeles County Fire Code into Chapter 8.08, *Fire Code*, of the Municipal Code.

### ***ALQUIST-PRIOLO EARTHQUAKE FAULT ZONING ACT & SEISMIC HAZARDS MAPPING ACT (1972)***

The 1971 San Fernando Earthquake resulted in the destruction of numerous structures built along its fault. This led to passage of the Alquist-Priolo Earthquake Fault Zoning Act in 1972. This Act prohibits the construction of buildings for human occupancy across active faults in the state. Similarly, extensive damage caused by ground failure during the 1989 Loma Prieta Earthquake focuses attention on decreasing the impacts of landslides and liquefaction. This led to the creation of the Seismic Hazards Mapping Act (1990), which enhanced construction standards at locations where ground failures are probable during earthquakes

### ***SENATE BILL 610 & ASSEMBLY BILL 901 (2001)***

In 2001, SB 610 and AB 901 both modify the Urban Water Management Planning Act. SB 610 requires additional information in an urban water management plan if groundwater is identified as a water source supplier. It also requires that the plan include a description of all water supply projects and programs that may be undertaken to meet total projected water use. SB 610 also requires a city or county that determines a project is subject to CEQA to identify any public water system that may supply water to the project and to request identified public water systems to prepare a specified water supply assessment. The assessment must include, among other information, an identification of existing water supply entitlements, water rights, or water service contracts relevant to the identified water supply for the proposed project, and water received in prior years pursuant to these entitlements, rights, and contracts.

AB 901 requires an urban water management plan to include information, to the extent practicable, relating to the quality of existing sources of water available to an urban water supplier over a given period of time. AB 901 also requires information on the how water quality affects water management strategies



and supply reliability. The bill requires plans to supplement a water source that may not be available at a consistent level of use, to the extent practicable. Additional findings and declarations relating to water quality are required.

### ***ASSEMBLY BILL 1007 (2005)***

Assembly Bill 1007 (Pavley, Chapter 371, Statutes of 2005) directed the California Energy Commission (CEC) to prepare a plan to increase the use of alternative fuels in California. As a result, the CEC prepared the State Alternative Fuels Plan in consultation with state, federal, and local agencies. The plan presents strategies and actions California must take to increase the use of alternative non-petroleum fuels in a manner that minimizes costs to California and maximizes the economic benefits of in-state production. The Plan assessed various alternative fuels and developed fuel portfolios to meet California's goals to reduce petroleum consumption, increase alternative fuels use, reduce GHG emissions, and increase in-state production of biofuels without causing a significant degradation of public health and environmental quality.

### ***CALIFORNIA EXECUTIVE ORDERS S-3-05 (2005)***

On June 1, 2005, Governor Arnold Schwarzenegger signed Executive Order S-3-05. The goal of this Executive Order is to reduce California's GHG emissions to: 1) 2000 levels by 2010, 2) 1990 levels by 2020 and 3) 80% below 1990 levels by 2050. While two of the benchmark years have passed, the City of Gardena, along with the rest of the State, can still aim to reduce GHG emissions 80% below the 1990 levels by the year 2050.

### ***ASSEMBLY BILL 32 & EXECUTIVE ORDER S-20-06 (2006)***

In 2006, California adopted Assembly Bill (AB) 32, the Global Warming Solutions Act, as an effort to address the effects of climate change and help reach the goals presented in Executive Order S-3-05. AB 32 sets the same overall GHG emissions reduction goals while further mandating that CARB create a plan, which includes market mechanisms, and implement rules to achieve "real, quantifiable, cost-effective reductions of greenhouse gases."

Executive Order S-20-06 further directs State agencies to begin implementing AB 32, including the recommendations made by the State's Climate Action Team.

### ***BIOENERGY ACTION PLAN- EXECUTIVE ORDER S-06-06 (2006)***

Executive Order S-06-06 establishes targets for the use and production of biofuels and biopower. The order also directs state agencies to work together to advance biomass programs while providing environmental protection and mitigation. The executive order establishes targets to increase production and use of ethanol and biodiesel fuels by a minimum of 20% by 2010, 40% by 2020, and 75% by 2050. Additionally, the executive order sets targets for the state related to the use of biomass electricity and cogeneration facilities.

### ***SENATE BILL 375 (2008)***

California's Sustainable Communities and Climate Protection Act of 2008 (SB 375) requires transportation agencies to develop a regional "Sustainable Communities Strategy" of land use, housing, and transportation policies that will move the region towards meeting the GHG reduction target set by the CARB. On September 3, 2020, the Southern California Association of Governments (SCAG), the metropolitan planning organization responsible for Gardena and surrounding regions, adopted Connect SoCal (2020–2045 Regional Transportation Plan/Sustainable Communities Strategy), which sets forth a

long-range visioning plan that balances future mobility and housing needs with economic, environmental, and public health goals.

### ***ASSEMBLY BILL 162 (2009)***

The bill requires, upon the next revision of the housing element, on or after January 1, 2009, the Conservation Element of the General Plan to identify rivers, creeks, streams, flood corridors, riparian habitat, and land that may accommodate floodwater for purposes of groundwater recharge and stormwater management. By imposing new duties on local public officials, the bill creates a State-mandated local program.

This bill also requires, upon the next revision of the housing element, on or after January 1, 2009, the safety element to identify, among other things, information regarding flood hazards and to establish a set of comprehensive goals, policies, and objectives, based on specified information for the protection of the community from, among other things, the unreasonable risks of flooding.

### ***ASSEMBLY BILL 341 CALIFORNIA'S MANDATORY COMMERCIAL RECYCLING LAW (2012)***

The purpose of AB 341 is to reduce GHG emissions by diverting commercial solid waste to recycling efforts and to expand the opportunity for additional recycling services and recycling manufacturing facilities in California.

### ***CALIFORNIA SUSTAINABLE GROUNDWATER MANAGEMENT ACT (2014)***

On September 16, 2014, Governor Brown signs into law a package of bills (SB 1168, AB 1739 and SB 1319) collectively called the Sustainable Groundwater Management Act. The Act requires local governments and water agencies with high and medium priority groundwater basins to halt overdraft and bring basins into sustainable levels of pumping and recharge. For each basin, local agencies are required to form new groundwater sustainability agencies and prepare groundwater sustainability plans with quantifiable objectives for achievement of sustainability within 20 years.

### ***SENATE BILL 379 (2015)***

SB 379 revised Government Code Section 65302(g)(4) to require cities and counties to update their safety elements to address climate adaptation and resiliency strategies applicable to their jurisdiction. The updates are required at the next update of their local hazard mitigation plan (LHMP) on or after January 1, 2017. Local jurisdictions without an LHMP must update their safety elements beginning on or before January 1, 2022. The safety element update must include:

- A vulnerability assessment identifying the risks that climate change poses to the local jurisdiction
- A set of goals, policies, and objectives based on a vulnerability assessment for the protection of the community
- A set of feasible implementation strategies to carry out the goals, policies, and objectives

### ***STATEWIDE EMERGENCY WATER CONSERVATION REGULATIONS (2016)***

In 2016, the State Water Resources Control Board (Water Board) adjusts emergency water conservation regulations in recognition of the differing water supply conditions and ongoing drought across the state to comply with the Governor's executive order declaring a drought emergency.

Executive Order B-37-16, Making Water Conservation a California Way of Life, updates temporary emergency water restrictions and transitions to permanent, long-term improvements in water use by:

- Providing for wiser water use
- Eliminating water waste
- Strengthening local drought resilience
- Improving agricultural water use efficiency and drought planning

In April 2017, a new Executive Order lifts the drought emergency, but retains many of the conservation requirements. Most regulations are still in effect except for water supply “stress test” requirements and conservation standards for urban water suppliers. The temporary restrictions established a baseline of the types of benefits that are possible from water conservation requirements.

### ***SENATE BILL 1383 (2016)***

In September 2016, Governor Brown signed SB 1383, Short-Lived Climate Pollutants: Organic Waste Methane Emissions Reductions, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP) in various sectors of California’s economy. The bill codifies the CARB’s SLCP Reduction Strategy, established pursuant to SB 605 (2014), in order to achieve reductions in the statewide emissions of short-lived climate pollutants. Actions to reduce short-lived climate pollutants are essential to address the many impacts of climate change on human health, especially in California’s most at-risk communities, and on the environment.

### ***CALIFORNIA STATE HAZARD MITIGATION PLAN (2018)***

The 2018 California State Hazard Mitigation Plan is the state’s primary hazard mitigation guidance document. It seeks to help communities with their mitigation and disaster resiliency efforts to reduce or eliminate potential risks and impacts of natural and human-caused disasters. The 2018 plan was approved by the Federal Emergency Management Agency (FEMA) on September 28, 2018, and includes:

- An updated statewide risk assessment, disaster history, and statistics
- Recent mitigation progress, success stories, and best practices
- Updated state hazard mitigation goals, objectives, and strategies
- Updated climate mitigation progress and adaptation strategies

### ***CALIFORNIA WATER PLAN (2018)***

The California Water Plan is the State’s strategic plan for sustainably managing and developing water resources for current and future generations. Required by Water Code Section 10005(a), it presents the status and trends of California’s water-dependent natural resources; water supplies; and agricultural, urban, and environmental water demands for a range of plausible future scenarios. The plan is updated every 5 years, with the most recent update occurring in 2018.

## **LOCAL**

### ***CITY OF GARDENA GENERAL PLAN***

A variety of policies contained in the existing City of Gardena General Plan address climate change vulnerabilities. Specific goals included within the General Plan that are most related to climate change include:

#### ***Land Use Plan***

- POLICY LU 3.6: New commercial and industrial developments shall meet or exceed local and state requirements pertaining to noise, air, water, seismic safety, and any other applicable environmental regulations.
- POLICY LU 3.7: Require the mitigation or remediation of potentially hazardous conditions in the City.
- POLICY LU 4.6: Preserve and maintain as open space those areas in the City that serve as significant natural habitats.

### **Community Design**

- POLICY DS 2.15: Promote innovative development and design techniques, new material and construction methods to stimulate residential development that protects the environment.

### **Conservation**

- GOAL CN 1: Preserve and enhance the Willows Wetland and protect its natural resources.
- POLICY CN 1.1: Foster the implementation of the recommendations identified in *A Plan for the Gardena Willows Wetland*, which was adopted by the City in April 1999.
- POLICY CN 1.2: Foster environmental education, passive recreation, and volunteer programs that are compatible with the protection and enhancement of the wetland.
- POLICY CN 1.3: Encourage community involvement in preserving the wetland.
- POLICY CN 1.4: Promote collaboration with regional or state agencies in protecting the biological resources of the Willows Wetland.
- GOAL CN 2: Conserve and protect groundwater supply and water resources
- POLICY CN 2.1: Encourage water conservation through education and water-conserving technology.
- POLICY CN 2.2: Comply with the water conservation measures set forth by the California Department of Water Resources.
- POLICY CN 2.3: Promote the use of reclaimed water for irrigation of public lands and for industrial uses, as feasible.
- POLICY CN 2.4: Increase the quantity and maintain the quality of the City's water table to provide an independent source of water.
- POLICY CN 2.5: Encourage citizens to report illegal dumping and vigorously prosecute illicit dumping of toxic or hazardous materials into the ground water.
- POLICY CN 2.6: Encourage and support the proper disposal of hazardous waste and waste oil. Monitor businesses that generate hazardous waste materials to ensure compliance with approved disposal procedures.
- GOAL CN 3: Reduce the amount of solid waste produced in Gardena
- POLICY CN 3.1: Comply with the requirements set forth in the City's Source Reduction and Recycling Element.
- POLICY CN 3.2: Maximize public awareness of all source reduction and recycling programs.
- POLICY CN 3.3: Encourage participation in local and county waste disposal programs for such household hazardous waste items as automotive products, paints, chemicals, tires, and batteries.

- GOAL CN 4: Conserve energy resources through the use of technology and conservation methods.
- POLICY CN 4.1: Encourage innovative building designs that conserve and minimize energy consumption.
- POLICY CN 4.2: Require compliance with Title 24 regulations to conserve energy.
- POLICY CN 4.3: Encourage the residential and business community to install energy saving features and appliances in existing structures.

### ***Public Safety***

- GOAL PS 1: Maintain a high level of fire and police protection for residents, businesses, and visitors.
- POLICY PS 1.3: Maintain an inventory of high-risk fire hazards within the City.
- POLICY PS 1.4: Maintain fire inspection, code compliance, and weed abatement programs.
- POLICY PS 1.5: Require that adequate police and fire service facilities and personnel be maintained to provide services at sufficient levels.
- POLICY PS 1.6: Ensure that law enforcement, crime prevention, and fire safety concerns are considered in the review of planning and development proposals in the City.
- GOAL PS 2: Protect the community from dangers associated with geologic instability, seismic hazards, and other natural hazards.
- POLICY PS 2.1: Maintain an updated Emergency Operations Plan and Disaster Recovery Program to adequately respond to natural disasters and human-induced emergencies and its aftermaths.
- POLICY PS 2.2: Cooperate with the Federal Emergency Management Agency (FEMA), Office of Emergency Services (OES) and other local, state, and federal agencies involved in emergency preparedness and response.
- POLICY PS 2.5: Provide possible funding sources to assist in seismic retrofitting of potentially hazardous structures.
- GOAL PS 3: Protect public health, safety, and the environment from exposure to hazardous materials and other dangers.
- POLICY PS 3.1: Ensure that the storage, processing, and transfer of hazardous materials are not located in areas that could potentially harm resident and other sensitive receptors (i.e., schools, parks, hospitals) and are adequately buffered from environmentally sensitive areas.
- POLICY PS 3.2: Encourage and support innovative technologies that treat and dispose of hazardous waste or use alternative sources to hazardous materials.
- POLICY PS 3.4: Maintain planning procedures for the handling and transportation of hazardous materials and ensure that the procedures are in compliance with applicable County, State and Federal regulations.
- POLICY PS 3.5: Discourage land uses that generate, use, store, or process hazardous materials.
- GOAL PS 4: Increase public awareness of crime and fire prevention, and emergency preparedness and procedures
- POLICY PS 4.1: Provide public safety information regarding crime, fire, natural disasters, and emergency preparedness.

## ***Open Space***

- POLICY OS 2.4: Preserve the Willows Wetland as a trail-oriented City park and passive natural open space with limited access to guided tours, volunteer activities, and educational programs.

## ***Housing Element***

- POLICY HE 1.1: Encourage the upkeep, maintenance, and rehabilitation of existing housing units.
- POLICY HE 1.2: Continue to explore programs and funding sources designed to maintain and improve the existing housing stock.
- POLICY HE 1.3: Preserve the affordability of assisted rental projects located in the City.
- POLICY HE 1.4: Encourage room additions in the existing housing stock to alleviate overcrowding.

## ***Circulation***

- POLICY CL 1.1: Prioritize long-term sustainability for the City of Gardena, in alignment with regional and state goals, by promoting infill development, reduced reliance on single-occupancy vehicle trips, and improved multi-modal transportation networks, with the goal of reducing air pollution and greenhouse gas emissions, thereby improving the health and quality of life for residents.

## ***CITY OF GARDENA STORMWATER/WASTEWATER PROGRAM***

The purpose of the Stormwater/Wastewater Program is to reduce stormwater pollution, produce informative education materials, create pollution prevention tips for residents and business, provide online documents, reporting forms, and links to other stormwater program participants and more.

The City has specific stormwater best management practices for automotive repair and maintenance shops, and for restaurants. Programs also discusses proper disposal of household hazardous waste, and how to report illicit discharges and pet waste removal. The best management programs can be accessed on the City website under the “Stormwater Management Program” page.<sup>8</sup>

## ***SOUTH BAY CITIES COUNCIL OF GOVERNMENTS***

The City of Gardena is a member agency of the South Bay Cities Council of Governments (SBCCOG); a joint powers authority government agency of 16 cities and Los Angeles County that share the goal of maximizing the quality of life and productivity of the South Bay subregion of Los Angeles County. The SBCCOG focuses on conservation of energy and water, along with waste reduction and shared mobility, through the South Bay Environmental Services Center; senior and homeless services through social welfare, equity and access initiatives; transportation, particularly administration of Measure R and Measure M funding; land use and climate action planning through Sustainable South Bay initiatives; broadband access with the South Bay Fiber Network; geographic information mapping through a technology initiative; and advocacy on legislative positions that address these issues.

## ***CLIMATE ACTION PLAN (2017)***

The City of Gardena, in cooperation with the SBCCOG, developed a Climate Action Plan (CAP) to reduce GHG emissions within the city. The City’s CAP serves as a guide for action by setting GHG emission

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<sup>8</sup> <https://cityofgardena.org/stormwater-management-program>

reduction goals and establishing strategies and policy to achieve desired outcomes over the next 20 years.

### ***GARDENA & HAWTHORNE MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN (2012)***

The City of Gardena and the City of Hawthorne are required to have a Federal Emergency Management Agency (FEMA) approved Hazard Mitigation Plan to be eligible for certain disaster assistance and mitigation funding. The Hazard Mitigation Plan provides direction and guidance on implementing hazard mitigation action items on a hazard-level, probability, and cost-priority basis. The overall goal of the Hazard Mitigation Plan is to reduce the potential for damage to critical assets from natural hazards. In addition, the plan describes past and current hazard mitigation activities and philosophies and outlines future mitigation goals and strategies. The hazards included natural, technical, and human-caused events, with an emphasis on the effect of natural disasters on the Cities' critical facilities.

### ***CITY OF GARDENA ENVIRONMENTAL JUSTICE WHITE PAPER (2021)***

The Environmental Justice White Paper is a document that identifies the state of the seven required Environmental Justice topics within the City: pollution exposure and air quality, public facilities, food access, safe and sanitary homes, physical activity, community engagement, and addressing the needs of disadvantaged communities. The City of Gardena contains census tracts that are considered "disadvantaged communities" under SB 1000, thereby requiring the City to implement an Environmental Justice Element into the General Plan. Analyzing the condition and availability of each component helps the City establish a baseline of what needs are currently being met, and which conditions need to be improved upon. The White Paper provides key findings for each topic and presents next steps the City could take to improve living conditions for residents.

### ***CITY OF GARDENA EMERGENCY OPERATIONS PLAN (2016)***

This City of Gardena Emergency Operations Plan (EOP) addresses the planned response to an actual or threatened incident, disaster, or emergency associated with natural, technological, and human caused hazards, or a national security emergency in or affecting the City of Gardena.

The Emergency Operations Plan requires planning, training, and exercising prior to an actual or threatened incident, disaster, or emergency in order for the City to respond effectively. This plan outlines the roles and responsibilities assigned to city employees for response and short-term recovery activities and is flexible enough for use to address all hazards. It is designed to include the City of Gardena as part of the Los Angeles County Operational Area. The plan incorporates concepts and principles from the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS) into the City's emergency operations.



# CITY OF GARDENA

## SB 99 ANALYSIS WHITE PAPER

Residential Emergency Evacuation Route Analysis

Appendix B to the Public Safety Element

Prepared by De Novo Planning Group – February 2022



# City of Gardena SB 99 Analysis White Paper

In coordination with its focused Public Safety Element Update (2021), the City of Gardena has prepared an analysis consistent with Senate Bill 99 to identify residential developments in high hazard zones (defined below) that do not have at least two emergency evacuation routes. The analysis identified two parcels in a high hazard zone that warranted further study. Upon further analysis, both parcels were determined to have access to a loop road with at least two exit points. The following is an explanation of the methodology used to map the evacuation routes and identify areas of concern.

## Definitions & Data Sources

### Residential Developments

Parcel data were obtained from the SCAG GIS Open Data Portal. This parcel set includes Land Use Classifications based on the City's General Plan designations (2019). Parcels with the following designations were considered Residential Developments for the purposes of this study:

- Mixed Residential
- Mixed Residential and Commercial
- Mobile Homes and Trailer Parks
- Multi-Family Residential
- Single Family Residential

### High Hazard Zones

High Hazard Zones within the City of Gardena were defined as areas that are in one or more of the following pre-defined hazard zones:

1. FEMA's 100-and 500-year flood zone
2. California Geological Survey's Map Sheet 58 Landslide Susceptibility classes 8, 9, or 10 (only 9 and 10 present)<sup>1</sup>
3. California Geological Survey's Potential Liquefaction Zones and Fault Zones mapped as part of the California Seismic Hazard Zonation Program

These hazard zones were combined into the "Combined Hazard Area" using ArcGIS. There are no High and Very High Fire Threat Zones or Very High Fire Hazard Severity Zones within Gardena. The analysis also included a search for California OES dam inundation areas and potential Landslide Zones, which were not found to be present.

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<sup>1</sup> There are 10 landslide susceptibility classes, with 1 being the lowest and 10 being the highest susceptibility to landslides.

## **Roadway Network Used for Evacuation**

The Countywide Address Management System (CAMS) database from Los Angeles County was used to identify points of exit from residential neighborhoods. Road centerlines were divided into three main classes:

1. Freeways – The Interstate 405 located south of the city, Interstate 110 located to the east, and the State Route 91 located to the southeast which connects to West Artesia Boulevard.
2. Arterials – noted as Highways and Primary Roads in the CAMS database
3. Secondary/Minor Roads – These roads are generally the first roads a resident will encounter when departing their residence

## **Assumptions & Methodology**

### **Identification of Residential Developments in High Hazard Areas**

Using ArcGIS, residential developments in hazard areas were identified by a running a location query to find the parcels with residential general plan designations that intersect the single Combined Hazard Area.

### **Identification of Residential Subdivision Exit Points**

The goal of this analysis was to find at least two separate points of exit from residential areas in hazard zones by following a rudimentary roadway network in which vehicles move from Minor/Residential Roads to Arterials, and eventually to a Freeway. The following assumptions apply:

1. Residential developments have immediate access to Minor/Residential Roads but are distant from Freeways
2. Arterials connect Minor/Residential Roads to the Freeways
3. Residential Exit Points are the points where Minor/Residential Roads intersect Arterials, thereby providing eventual access to a Freeway

## **Analysis & Results**

### **Analysis**

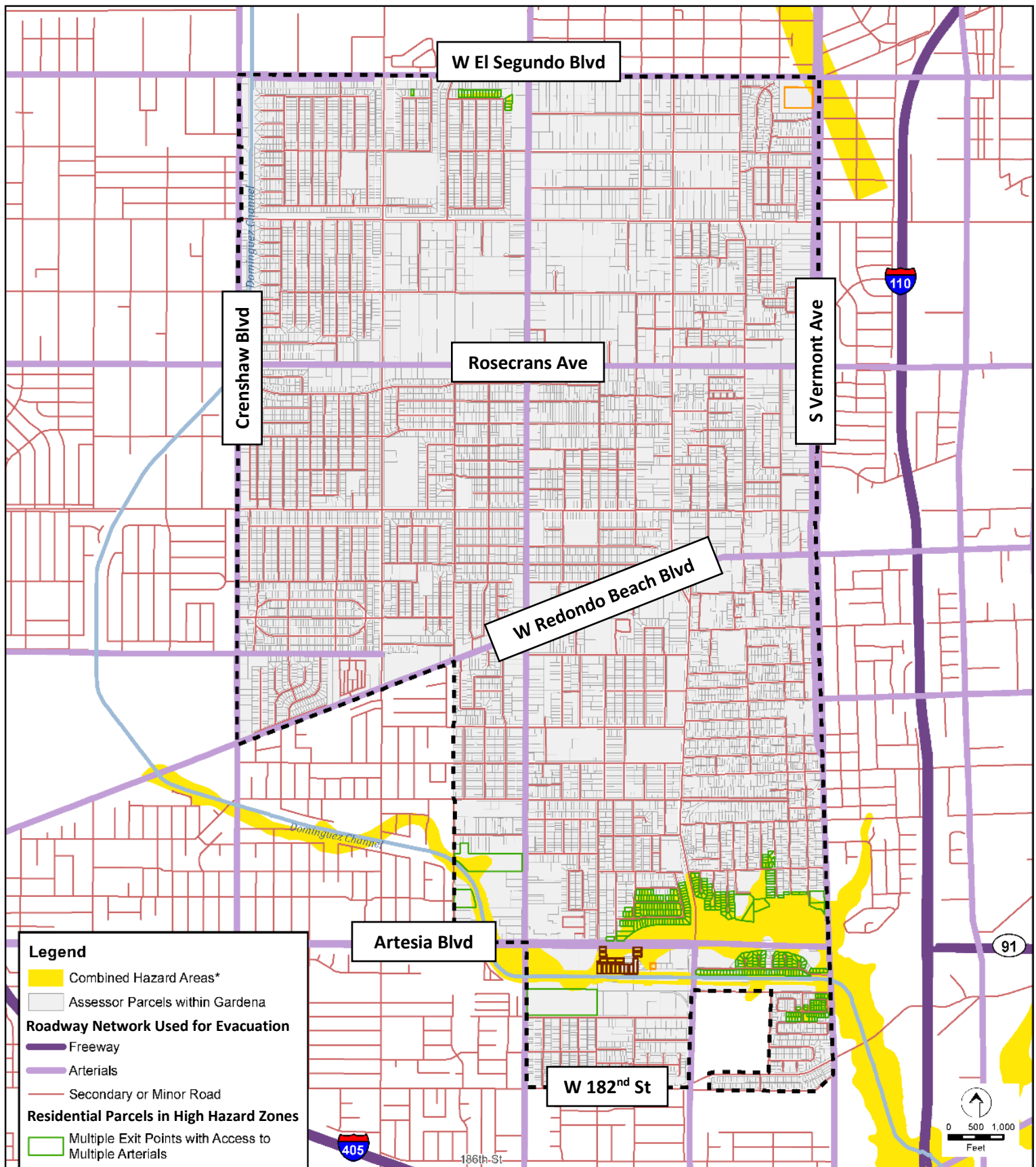
Upon visual analysis, residential parcels within the Combined Hazard Areas were assigned to one of four categories:

1. One exit point with some distance to a single arterial
2. One exit point directly onto a single arterial
3. Multiple exit points with access to a single arterial (Loop Road)
4. Multiple exit points with access to multiple arterials

## Results

351 unique land parcels were identified as residential development and within the Combined Hazard Area:

1. Of these, 334 parcels have multiple exit points with access to multiple arterials (GREEN ON THE MAP)
2. Fifteen parcels have multiple exit points with access to a single arterial (sit on a loop road). These parcels are all part of the same Multi-Family Residential area south of W Artesia Blvd and north of the Dominguez Channel, within the Artesia Corridor Specific Plan (BROWN ON THE MAP)
3. Two parcels appeared to have one exit point with access directly onto a single arterial. Upon further analysis, one of these parcels southwest of the Artesia Blvd and Normandie Ave intersection is off of a loop road with two exit points. The other parcel, the Vermont Breeze Apartments near the southwest intersection of W El Segundo Blvd and S Vermont Ave, is also off of a loop road with two exit points. (ORANGE ON THE MAP)
4. There are no parcels described as having "One Exit Point with some distance to a single arterial"



CITY OF GARDENA

## Emergency Evacuation Route Analysis for Residential Areas in High Hazard Zones

\* The Combined Hazard Area is an undifferentiated combination of the following mapped hazards: Areas within Landslide Susceptibility Classes 8, 9, and 10 (CGS Map Sheet 58); Areas within the 100- & 500-year FEMA flood zone; Potential Liquefaction Zones, Potential Landslide Zones, and Fault Zones, (CGS Seismic Hazard Zonation Program); Dam Inundation Areas (CalOES); Areas of Very High and High Fire Hazard Threat (CalFire); and Areas of Very High Fire Hazard Severity in Local Responsibility Areas (CalFire).

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

# Environmental Justice Element

## Authority

Senate Bill 1000 (SB 1000), the Planning for Healthy Communities Act, was signed into law by Governor Edmond G. Brown, Jr. on September 24, 2016, mandating that cities and counties with disadvantaged communities (defined below) adopt an Environmental Justice (EJ) Element or integrate EJ goals, objectives, and policies into other elements of their General Plans, with the intent to create healthier cities and counties by protecting sensitive land uses and prioritizing the needs of disadvantaged communities.

The term “disadvantaged community” is a broad designation that includes any community disproportionately affected by environmental, health, and other burdens or low-income areas disproportionately affected by environmental pollution and other hazards. In relation to environmental justice, disadvantaged communities typically disproportionately face the burdens of environmental hazards. Government Code Section 65302, as amended by SB 1000, defines a disadvantaged community as follows:

A **Disadvantaged Community (DAC)** is “An area identified by the California Environmental Protection Agency (CalEPA) pursuant to Section 39711 of the Health and Safety Code or an area that is a low-income area that is disproportionately affected by environmental pollution and other hazards that can lead to negative health effects, exposure, or environmental degradation.”

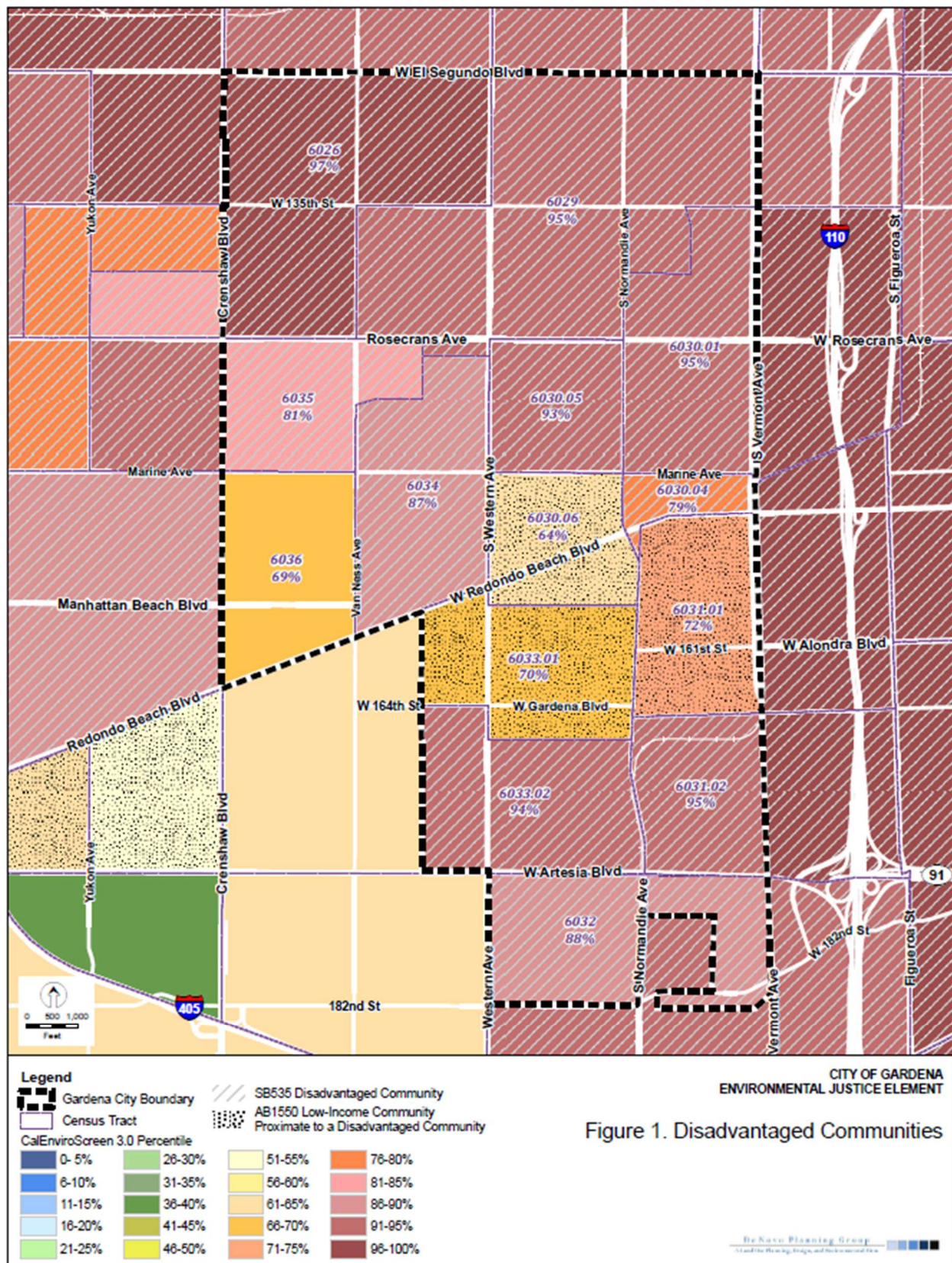
The Office of Environmental Health Hazard Assessment (OEHHA), on behalf of the California Environmental Protection Agency (CalEPA), produces an online map called the California Communities Environmental Health Screening Tool (CalEnviroScreen). CalEnviroScreen identifies communities that are disproportionately affected by environmental hazards. It is a science-based tool that uses existing environmental, health, and socioeconomic data to rank all census tracts in California with a CalEnviroScreen score. CalEPA designates the tracts with a CalEnviroScreen score in the top 25 percentile as DACs.

Based on CalEnviroScreen, 10 out of 14 census tracts within the City of Gardena have a CalEnviroScreen score in the top 25 percentile, as illustrated in Figure 1, qualifying them as DACs. This means that Gardena is required to prepare an EJ Element to satisfy SB 1000. This determination will be regularly evaluated and updated, as necessary.

Under Assembly Bill 1550, low-income communities located within ½ mile of a CalEPA-identified DAC are also considered an ‘environmental justice community’. These communities can be identified using the California Air Resources Board (CARB) Priority Populations Mapping Tool. Based on this assessment, three more census tracts in Gardena (beyond the 10 identified via CalEnviroScreen) can be considered DACs and are also shown in Figure 1. In total, the City has 13 census tracts (out of 14) that are considered disadvantaged communities. More information about each DAC census tract in Gardena can be found in the Environmental Justice White Paper (Appendix A).



# Environmental Justice Element



# Environmental Justice Element

## Purpose

The purpose of the EJ Element is to identify goals and policies that promote environmental justice citywide with a focus on reducing disproportionate impacts on DACs.

The U.S. Environmental Protection Agency defines **environmental justice** as “the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.”

The City is committed to supporting the long-term needs of our community’s most vulnerable populations. Low-income residents, communities of color, indigenous peoples, and immigrant communities have disproportionately experienced some of the greatest environmental burdens and related health problems throughout this region. This inequity is the result of many historic and social influences, including those related to zoning, land ownership, lending practices, economics, public health, and politics. This document hopes to contribute toward remedying environmental injustices and problems caused by:

- Zoning and land use planning practices that promote development patterns which tend to concentrate pollution and environmental hazards in certain communities, and the placement of economic and environmental benefits in areas outside of environmentally burdened communities;
- Red-lining, deed restrictions and other discriminatory housing and lending practices, as well as a failure to enforce proper zoning or conduct regular inspections resulting in intersecting structural inequalities that persist still;
- Limited political and economic power among certain demographic groups competing against the priorities of powerful business interests for public infrastructure spending in health, safety, open space, transportation, and other public goods resulting in disadvantaged communities having little or no say in how their neighborhoods were developed.

Working with community stakeholder and regional partners, the City of Gardena looks forward to promoting a more equitable, safe, and healthy lifestyle for all residents.

## Community Engagement

The City convened a focus group of Gardena residents and conducted a city-wide online survey to gather information on resident concerns related to environmental justice. The input received was used to develop new policies contained within this EJ Element. A summary of the input received from the survey and the general themes that emerged is included as Appendix B.



# Environmental Justice Element

## Element Organization

This EJ Element addresses the following issue areas:

1. Reduce Pollution Exposure and Improve Air Quality
2. Promote Access to Public Facilities
3. Healthy Food Access
4. Safe and Sanitary Homes
5. Promote Physical Activity
6. Promote Civic Engagement

The Gardena General Plan addresses most of these topics within the context of other elements, especially in the Community Development Element, Housing Element, and Community Resources Element. This EJ Element serves to highlight those existing policies contained in other elements as they relate to environmental justice by duplicating them here, within the priority areas identified above. In addition, new policies are included to supplement the City's existing policy direction. New policies are included first under each priority area, followed by relevant policies from other General Plan elements along with a reference to that policy's original location. By presenting the EJ Element in this way, the City seeks to further demonstrate the deep connections between these important priorities and other City goals, priorities, programs, and objectives. As illustrated throughout this EJ Element and the General Plan more broadly, the City of Gardena values its role in promoting environmental justice for current and future residents.



# Environmental Justice Element

## Goals and Policies

### 1. Reduced Pollution Exposure and Improve Air Quality

<b>EJ Goal 1</b>	<b>Reduce greenhouse gas emissions, enhance air quality, and reduce impacts associated with climate change.</b>
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Pollution exposure occurs when people come into direct contact with air, food, water, and soil contaminants and is often the result of incompatible land uses sited adjacent to each other. Sensitive populations (such as children, the elderly, and those with compromised immune systems) are the most susceptible to pollution exposure. Pollution can come from many sources including storage tanks leaking hazardous chemicals into soil and groundwater, agricultural land uses applying pesticides, mobile sources such as vehicles emitting exhaust, and stationary sources such as diesel generator exhaust.

#### Policies

EJ 1.1: Manage illegal dumping of trash and other items in waterways and other areas of the City.

EJ 1.2: Attract new clean industry to the City which do not emit smoke, noise, offensive odors, or harmful industrial wastes.

EJ 1.3: Require the mitigation or remediation of hazardous conditions in the City. (See also Policy LU 3.7)

EJ 1.4: Promote innovative development and design techniques, new material and construction methods to stimulate residential development that protects the environment. (See Policy DS 2.15)

EJ 1.5: Prioritize long-term sustainability for the City of Gardena, in alignment with regional and state goals, by promoting infill development, reduced reliance on single-occupancy vehicle trips, and improved multi-modal transportation networks, with the goal of reducing air pollution and greenhouse gas emissions, thereby improving the health and quality of life for residents. (See Policy CI 1.1)

EJ 1.6: Encourage citizens to report illegal dumping and vigorously prosecute illicit dumping of toxic or hazardous materials into the ground water. (See Policy CN 2.5)

EJ 1.7: Encourage and support the proper disposal of hazardous waste and waste oil. Monitor businesses that generate hazardous waste materials to ensure compliance with approved disposal procedures. (See Policy CN 2.6)

# Environmental Justice Element

EJ 1.8: Ensure that the storage, processing, and transfer of hazardous materials are not located in areas that could potentially harm resident and other sensitive receptors (i.e., schools, parks, hospitals) and are adequately buffered from environmentally sensitive areas. (See Policy PS 3.1)

EJ 1.9: Encourage and support innovative technologies that treat and dispose of hazardous waste or use alternative sources to hazardous materials. (See Policy PS 3.2)

EJ 1.10: Maintain an updated inventory of businesses that handle, store, process, and transport hazardous materials/waste within the City. (See Policy PS 3.3)

EJ 1.11: Maintain planning procedures for the handling and transportation of hazardous materials and ensure that the procedures are in compliance with applicable county, state and federal regulations. (See Policy PS 3.4)

EJ 1.12: Incorporate noise considerations into land use planning decisions. (See Goal N 2)

EJ 1.13: Reduce communitywide greenhouse gas emissions locally by actively supporting regional efforts to reduce greenhouse gases (See PS Policy PS 6.11)

# Environmental Justice Element

## 2. Promote Access to Public Facilities

<b>EJ Goal 2</b>	<b>Locate public facilities and services equitably throughout the community.</b>
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The adequate provision of public facilities is a critical component to the current and future prosperity of a community. Under state law (SB 1000), “public facilities” is an umbrella term that includes “public improvements, public services, and community amenities.” This covers a wide spectrum of publicly provided uses and services including infrastructure, school facilities, parks, and transportation and emergency services. These amenities and services act to improve the health, safety, and well-being of a community by either enhancing the public sphere or providing services that are available to every resident.

### Policies

EJ 2.1: Ensure that the development of parks and recreation facilities and services keep pace with development and growth within the City.

EJ 2.2: Work with the community to identify gaps in the bicycle and pedestrian network.

EJ 2.3: Explore the possibility of adding more recreation classes to meet the needs of the community.

EJ 2.4: Consider distributing City events across multiple parks as feasible.

EJ 2.5: Coordinate with the Police Department to address safety in parks.

EJ 2.6: Coordinate with partnering agencies that provide public facilities and services within the City to ensure effective, efficient, and equitable service delivery.

EJ 2.7: Work with GTrans to establish and maintain routes and services that provide the community with convenient access to jobs, shopping, schools, parks, and healthcare facilities.

EJ 2.8: Evaluate City facilities for health hazards or major sources of contamination and create a strategy to address any contamination or health hazards identified.

EJ 2.9: Provide the highest quality of public facilities possible to meet the needs of the City’s residents and businesses and promote the City’s image and cultural heritage. (See Goal LU 4)

EJ 2.10: Design public improvements to encourage pedestrian activity and access and to provide safe and convenient pedestrian circulation. (See Policy LU 4.3)

# Environmental Justice Element

EJ 2.11: Provide adequate public facilities and services for the convenience and safety of each neighborhood. (See Policy LU 4.7)

EJ 2.12: Promote a safe and efficient circulation system that benefits residents and businesses and integrates with the greater Los Angeles/South Bay transportation system. (See Goal CI 1)

EJ 2.13: Promote a safe and efficient local street system that is attractive and meets the needs of the community. (See Goal CI 2)

EJ 2.14: Develop Complete Streets to promote alternative modes of transportation that are safe and efficient for commuters, and available to persons of all income levels and disabilities. (See CI Goal 3)

EJ 2.15: Provide adequate public facilities and infrastructure that support the needs of City residents and businesses. (See CI Goal 4)

EJ 2.16: Maintain and upgrade the existing parks and recreation facilities to meet the needs of all residents. (See OS Goal 1)

EJ 2.17: Increase the City's supply and quality of parkland, open space, and recreational programs. (See OS Goal 2)

EJ 2.18: Maintain a high level of fire and police protection for residents, businesses, and visitors. (See PS Goal 1)

EJ 2.19: Promote an attractive, clean, and well-maintained environment in commercial areas, especially in public meeting places, transit stops, and public buildings by providing pedestrian amenities such as attractive permanent trashcan enclosures and benches. (See Policy DS 4.4)

EJ 2.20: Promote pedestrian-friendly corridors by improving traffic and pedestrian safety and by providing pedestrian amenities such as benches and outdoor seating, potted plants, decorative paving, and detailed lighting elements along the street frontage. (See Policy DS 4.6)

# Environmental Justice Element

## 3. Healthy Food Access

**EJ Goal 3    Promote access to healthy food and nutritional choices.**

Food plays a critical role in the health of a community. Therefore, it is essential that all residents have access to food that is healthy, affordable, and culturally appropriate. Disadvantaged populations may face constraints related to accessibility to nutritional food, and this lack of accessibility has a direct impact on personal health and well-being. Food access is not only associated with the physical accessibility of affordable and culturally appropriate food, but also with food security, defined as access by all people at all times to enough food for an active, healthy life. Food security includes the availability of nutritionally adequate and safe foods as well as the ability to acquire foods.

### Policies

EJ 3.1 Identify vacant lots and underutilized public land that can be used for neighborhood-run community gardens including coordination with Los Angeles Unified School District.

EJ 3.2 Explore ways to expand healthy food options in the northern portion of the City.

EJ 3.3: Encourage the establishment and operation of a farmer's markets, farm stands, mobile health food markets, and Community-Supported Agriculture programs.

EJ 3.4: Expand walkable and bikeable healthy food options in areas of the City, especially DACs, with limited access to vehicles.

EJ 3.5: Ensure transportation systems link customers to grocery stores and other sources of healthy foods.

EJ 3.6: Coordinate with local markets to reduce food waste.

EJ 3.7: Implement the requirements of SB1383 to coordinate the recovery of edible food from various types of industry with organizations that distribute the food.

# Environmental Justice Element

## 4. Safe and Sanitary Homes

<b>EJ Goal 4</b>	<b>Foster healthy living conditions for people of all backgrounds and incomes.</b>
------------------	--

The housing conditions of homes in a community have direct health implications for those who live in them. Lower-income or otherwise disadvantaged residents may live in dwellings built before standards and regulations were established to ensure that new homes are free from pollutants such as lead and asbestos. Older housing often has other problems such as poor ventilation, which leads to uncomfortable indoor temperatures and mold-producing moisture, as well as pest and vermin infestations.

Overcrowded housing is another issue that affects the safety and cleanliness of homes. Overcrowding is typically measured by determining the persons-per-room in a dwelling unit, with more than one person per room considered overcrowded.

Lastly, housing affordability also influences whether homes in a community are safe and sanitary. When a tenant or homeowner spends more than 30 percent of their income toward housing (including utilities), they are generally considered to be cost-burdened. When a household is cost-burdened, there is less money for housing maintenance or other needs such as healthcare and healthy food. These issues are further discussed and addressed in the City's Housing Element.

### Policies

EJ 4.1: Raise awareness about the risks associated with lead-based paint and other housing hazards, including by distributing information about remediation of lead and best practices to reduce and eliminate other housing hazards.

EJ 4.2: Conduct periodic absentee owner outreach to inform owners of their legal requirements to maintain and upkeep their rental properties.

EJ 4.3: Distribute information with City newsletters or other periodic publications about protecting tenant rights so they are not penalized for reporting or living in a dwelling unit that does not meet health and safety standards.

EJ 4.4: Promote smoke-free multifamily housing properties to reduce secondhand and thirdhand smoke-related death and disability.

EJ 4.5: Encourage the upkeep, maintenance, and rehabilitation of existing housing units. (See Policy HE 1.1)

EJ 4.6: Continue to explore programs and funding sources designed to maintain and improve the existing housing stock. (See Policy HE 1.2)

# Environmental Justice Element

EJ 4.7: Preserve the affordability of assisted rental projects located in the City. (See Policy HE 1.3)

EJ 4.8: Encourage room additions in the existing housing stock to alleviate overcrowding. (See Policy HE 1.4)

EJ 4.9: Promote sound housing and attractive and safe residential neighborhoods. (See Policy LU 1.1)

EJ 4.10: Protect existing residential neighborhoods from incompatible uses and development. (See Policy LU 1.2)

EJ 4.11: Encourage rehabilitation or upgrade of aging residential neighborhoods. (See Policy DS 2.6)

EJ 4.12: Incorporate quality residential amenities such as private and communal open spaces into multi-unit development projects in order to improve the quality of the project and to create more attractive and livable spaces for residents to enjoy. (See Policy DS 2.11)

# Environmental Justice Element

## 5. Promote Physical Activity

**EJ Goal 5    Encourage physical activity and improved physical fitness.**

Physical activity is a large contributor to the physical and mental health of Gardena residents. Research by Centers for Disease Control and Prevention shows that physically active people tend to live longer and have lower risk for heart disease, stroke, type 2 diabetes, depression, and some cancers. Physical activity is promoted by the built environment through providing places that encourage walking, biking, and other forms of exercise. These places include parks, open space, trails, urban green spaces, areas with robust tree canopies, and active transportation networks. If a community has facilities that promote physical activity, community members are more likely to be physically active within that community.

### Policies

EJ 5.1: Prioritize increasing opportunities for physical activity within DACs.

EJ 5.2: Provide neighborhood commercial centers with convenient and safe pedestrian access. (See Policy LU 2.4)

EJ 5.3: Design public improvements to encourage pedestrian activity and access and to provide safe and convenient pedestrian circulation. (See Policy LU 4.3)

EJ 5.4: Traffic-calming measures and devices (e.g., sidewalks, streetscapes, speed humps, traffic circles, cul-de-sacs and signals) should promote safe routes through neighborhoods for pedestrians. (See Policy CI 2.5)

EJ 5.5: Maintain and expand sidewalk installation and repair programs, particularly in areas where sidewalks link residential neighborhoods to local schools, parks, and shopping areas. (See Policy CI 3.3)

EJ 5.6: Maintain a citywide bicycle route and maintenance plan that promotes efficient and safe bikeways integrated with the MTA's regional bicycle system. (See Policy CI 3.4)

EJ 5.7: As roadways are repaved or otherwise improved, evaluate opportunities to enhance the quality and safety of the roadway by implementing new or improved walking, bicycling, or public transit infrastructure. If no walking, bicycling, or public transit improvements are being provided, a report to the City Council should provide an explanation for why such improvements are not needed along this roadway segment. (See Policy CI 3.5)



# Environmental Justice Element

EJ 5.8: Encourage walking, biking, carpooling, use of public transit and other alternative modes of transportation to minimize vehicular use and associated traffic noise. (See Policy N 1.8)

EJ 5.9: Promote pedestrian amenities in mixed-use developments and along arterials. (See Policy DS 3.2)

EJ 5.10: Support mixed-use developments that include adequate open space areas and a full range of site amenities. (See Policy DS 3.4)

EJ 5.11: Promote pedestrian-friendly corridors by improving traffic and pedestrian safety and by providing pedestrian amenities such as benches and outdoor seating, potted plants, decorative paving, and detailed lighting elements along the street frontage. (See Policy DS 4.6)

EJ 5.12: Increase the City's supply and quality of parkland, open space, and recreational programs. (See Goal OS 2)

EJ 5.13: Encourage the conversion of utility easements and right of ways to multi-purpose parkland, trails, and bicycle routes (i.e., the Southern California Edison right-of-way between Artesia Boulevard and 178th Street, storm channel side roads, and Vermont Avenue median strips). (See Policy OS 2.3)

EJ 5.14: Expand the City's bicycle route plan and integrate the routes with other local and regional bike routes. (See Policy OS 2.5)

# Environmental Justice Element

## 6. Promote Civic Engagement

<b>EJ Goal 6</b>	<b>Support accessible and culturally appropriate opportunities for all people regardless of race, color, national origin, language, or income to engage in the decision-making process.</b>
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Civic or community engagement is an important goal across all local planning and decision-making processes. It can help foster a strong sense of place within a neighborhood and can deepen the investment of stakeholders in working toward neighborhood improvements. Environmental justice issues will be more effectively identified and resolved if accessible and culturally appropriate opportunities to engage in local decision-making are created for low-income, minority, and linguistically isolated stakeholders. Effective civic engagement not only provides the City with an opportunity to strengthen its relationship with the community but provides for sound investment in better decision-making by ensuring decisions are informed by community needs and aspirations.

### Policies

EJ 6.1: Support an equitable and comprehensive approach to civic engagement and public outreach on all aspects of City governance and delivery of services.

EJ 6.2: Promote, sponsor, and support a variety of community events to strengthen social cohesion and the overall identity of the City.

EJ 6.3: Make City information such as numbers to call for code enforcement, programs offered through the City, and housing needs easily accessible.

EJ 6.4: Specifically invite residents from traditionally underrepresented demographic groups to become board, commission, and committee members as openings occur.

EJ 6.5: Coordinate with the school district, neighborhood groups, and religious institutions to distribute information and promote input opportunities.

EJ 6.6: Explore ways to provide information to older residents who don't use computers or social media through the Senior Citizens Bureau, Nakaoka Community Center, and Gardena Senior Center.

EJ 6.7: Ensure meaningful cross-cultural participation in local planning and decision-making processes by:

- Providing City-sponsored material in multiple languages.
- Organizing outreach events and conducting surveys directly to specific demographic groups.

# Environmental Justice Element

- Partnering with community-based organizations that have relationships, trust, and cultural competency with target communities to conduct outreach for local initiatives and issues.

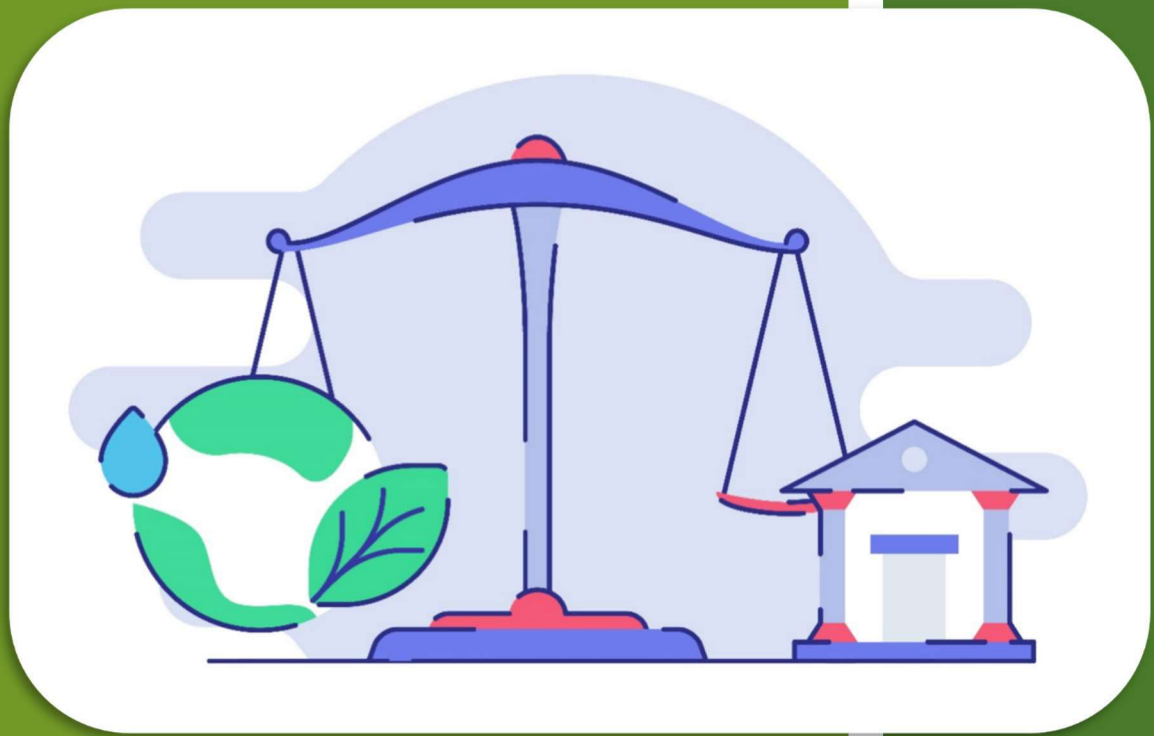
EJ 6.8: Ensure that meetings and other public engagement forums are accessible to a wide range of residents and encourage greater attendance by:

- Holding meetings at different locations and times and in different formats.
- Targeting outreach to communities that will be most impacted by an issue or decision.
- Ensuring any materials are distributed far enough in advance of meetings to allow sufficient time for review and comment.
- Using communication methods that convey complex or technical information in an easily understandable manner.
- Facilitating meetings using diverse methods that can engage all participants and can appeal to multiple styles of learning.

EJ 6.9: Utilize Channel 22 to advertise opportunities for community input.

EJ 6.10: Publish the information booklet called “Gardena Live, Work and Play” at least twice a year so residents can be aware of City events and services.

EJ 6.11: Consider establishing an Environmental Justice Committee to monitor the City’s progress on implementation of the Environmental Justice Element.



# CITY OF GARDENA

## Environmental Justice White Paper

Appendix A to the Environmental Justice Element

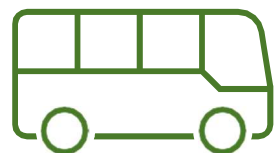
April 2021



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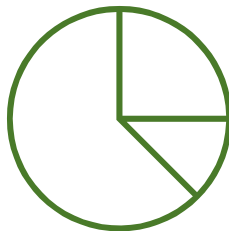
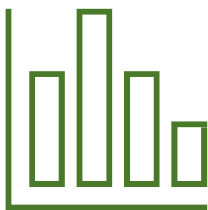
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# A. BACKGROUND & REGULATORY FRAMEWORK

## BACKGROUND

The negative effects of environmental degradation and pollution are well-documented and include severe impacts to human health and longevity, depending on the level of exposure. Within the United States, certain communities have historically been disproportionately affected by environmental threats and the negative health impacts of environmental degradation. These communities include, but are not limited to, low-income communities, communities of color, communities comprising members of tribal nations, and immigrant communities. Increased exposure to environmental pollutants, unsafe drinking water, and contaminated facilities/structures have contributed to poorer health outcomes for these communities. Structural inequalities that disadvantage certain individuals and groups, local and regional policies, zoning, code enforcement deficiencies, and lack of community engagement and advocacy are related to disproportionate environmental and social effects. The field of environmental justice is focused on addressing these disproportionate impacts and improving the wellness of all communities by bolstering community planning efforts, considering exposure to adverse environmental effects, increasing access to amenities and services, and promoting the fair treatment of all people regardless of their race, ethnicity, national origin, or income.

## REGULATORY FRAMEWORK

### STATE

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#### SENATE BILL 1000

In 2016, the Senate passed Senate Bill 1000 (SB 1000), also known as The Planning for Healthy Communities Act, amending Section 65302 of the Government Code. SB 1000 requires local California jurisdictions with disadvantaged communities to prepare and maintain an Environmental Justice element or environmental justice-related goals, policies, and implementation programs in their General Plan's other elements. SB 1000 outlines the approach to identifying disadvantaged communities (DACs), strategies to promote the protection of sensitive land uses within the state and simultaneously mandates that local jurisdictions address the needs of DACs. Through this bill, environmental justice is a mandated consideration in all local jurisdictions' land-use planning policies, regulations, and activities.

SB 1000 specifies seven topics that must be integrated into a stand-alone Environmental Justice Element or through integrated Environmental Justice goals:

1. Pollution Exposure and Air Quality
2. Public Facilities
3. Food Access
4. Safe and Sanitary Homes
5. Physical Activity
6. Community Engagement
7. Address the Needs of Disadvantaged Communities



The key findings within the City of Gardena for each of these topics are summarized in section C of this report and more detailed existing conditions are included in section D.

### **SENATE BILL 535**

In 2012, the Legislature passed SB 535, adding Sections 39711, 39713, 39715, 39721, and 39723 to the Health and Safety Code. SB 535 directs 25% of the proceeds from the Greenhouse Gas Reduction Fund (GGRF) (established by the California Global Warming Solutions Act of 2006 AB 52's cap and trade program) to projects that provide a benefit to DACs.

### **ASSEMBLY BILL 1550**

In 2016, the Legislature passed AB 1550, amending Section 39713 of the Health and Safety Code. AB 1550 amended SB 535 to require all GGRF investments that benefit DACs to also be located within those communities. The law also requires that an additional 10% of the funds be dedicated to low-income households and communities, of which 5% is reserved for low-income households and communities living within a half-mile of a designated DAC.

### **SENATE BILL 673**

In 2015, the Senate passed SB 673, adding Sections 25200.21 and 25200.23 to the Health and Safety Code. SB 673 directs the Department of Toxic Substances Control (DTSC) to include criteria such as cumulative impact and neighborhood vulnerability when issuing or renewing hazardous waste facility permits. The law provides the DTSC with an opportunity to use tools such as CalEnviroScreen (CES), an Internet-based mapping tool described below that helps jurisdictions identify DACs, when making decisions on hazardous waste permitting.

### **ASSEMBLY BILL 523**

In 2017, the Legislature passed AB 523, amending Section 25711.5 of, and to add and repeal Section 25711.6 of, the Public Resources Code. AB 523 allocates at least 25% of the Electric Program Investment Charge (EPIC) funds administered by the California Energy Commission (CEC) to support technology demonstration and deployment projects located in and benefiting "disadvantaged communities," and dedicates at least 10% of the funds to activities located in and benefiting "low-income" communities as defined by AB 1550.

### **SENATE BILL 43**

In 2013, the Senate passed SB 43, adding Chapter 7.6 (commencing with Section 2831) of Part 2 of Division 1 of the Public Utilities Code. SB 43 establishes the Green Tariff Shared Renewables program, administered by the California Public Utilities Commission (CPUC), which enables utility customers to meet their energy generation needs through offsite generation of renewable energy projects. The program requires 100 MW of renewable energy projects to be sited in the top 20% of CES scores based on each investor-owned utility (IOU) service territory.

### **ASSEMBLY BILL 2722**

In 2016, legislature passed AB 2722, adding Part 4 (commencing with Section 75240) to Division 44 of the Public Resources Code. AB 2722 requires the California Strategic Growth Council to award competitive grants to specified eligible entities for the development and implementation of neighborhood-level transformative climate community plans that include greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to DACs. AB 2722 created the Transformative Climate Communities (TCC) program administered through the California Strategic Growth Council (SGC). The TCC is a GGRF-funded program that supports innovative, comprehensive, and community-led plans

that reduce pollution and achieve multiple co-benefits at the neighborhood level.

### **CALIFORNIA DEPARTMENT OF TRANSPORTATION'S ACTIVE TRANSPORTATION PROGRAM (ATP)**

The California Department of Transportation's (CalTrans) Active Transportation Program (ATP) aims to enhance public health and advance California's climate goals by increasing safety and mobility for non-motorized active transportation such as biking and walking. ATP projects in "disadvantaged communities" (defined as census tracts within the top 25% of CES scores along with several other options) are allocated 25% of program funds, while an additional 2% is set aside to fund active transportation planning in DACs.

## **LOCAL**

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### **CITY OF GARDENA GENERAL PLAN**

A variety of policies contained in the existing City of Gardena General Plan support DACs and environmental justice issues through citywide improvements that provide equitable access to facilities and services, transportation network improvements, parks, and recreation opportunities, and promoting air and water quality.

Specific goals included within the General Plan that are most related to the topics of environmental justice and DACs include:

#### ***LAND USE PLAN***

- POLICY LU 1.1: Promote sound housing and attractive and safe residential neighborhoods.
- POLICY LU 1.2: Protect existing sound residential neighborhoods from incompatible uses and development.
- POLICY LU 1.5: Provide adequate residential amenities such as open space, recreation, off-street parking and pedestrian features in multifamily residential developments.
- POLICY LU 2.4: Provide neighborhood commercial centers with convenient and safe pedestrian access.
- POLICY LU 3.4: Attract commercial and industrial uses that minimize adverse impacts on surrounding land uses and are economically beneficial to the City in terms of revenue generation and employment opportunities.
- POLICY LU 3.6: New commercial and industrial developments shall meet or exceed local and state requirements pertaining to noise, air, water, seismic safety and any other applicable environmental regulations.
- POLICY LU 3.7: Require the mitigation or remediation of potential hazardous conditions in the City.
- POLICY LU 4.3: Design public improvements to encourage pedestrian activity and access and to provide safe and convenient pedestrian circulation.
- POLICY LU 4.7: Provide adequate public facilities and services for the convenience and safety of each neighborhood.

#### ***ECONOMIC DEVELOPMENT PLAN***

- POLICY ED 1.4: Encourage high quality mixed-use development in underutilized commercial and industrial areas where it will improve the City's tax base and image.
- POLICY ED 1.7: Encourage diversification of businesses to support the local economy and provide a stable revenue stream.
- POLICY ED 2.3: Support business revitalization funding programs to help areas experiencing blighted conditions.

- POLICY ED 2.6: Support programs that tailor services and resources to small businesses.

#### ***COMMUNITY DESIGN PLAN***

- POLICY DS 2.4: Strengthen the important elements of residential streets that unify and enhance the character of the neighborhood, including pedestrian amenities, parkways, mature street trees, compatible setbacks, and unified architectural detailing and building.
- POLICY DS 2.6: Encourage rehabilitation or upgrade of aging residential neighborhoods.
- POLICY DS 2.10: Provide landscape treatments (trees, shrubs, groundcover, and grass areas) within multi-family development projects in order to create a “greener” environment for residents and those viewing from public areas.
- POLICY DS 2.11: Incorporate quality residential amenities such as private and communal open spaces into multi-unit development projects in order to improve the quality of the project and to create more attractive and livable spaces for residents to enjoy.
- POLICY DS 2.15: Promote innovative development and design techniques, new material and construction methods to stimulate residential development that protects the environment.
- POLICY DS 3.4: Support mixed-use developments that include adequate open space areas and a full range of site amenities.
- POLICY DS 4.6: Promote pedestrian-friendly corridors by improving traffic and pedestrian safety and by providing pedestrian amenities such as benches and outdoor seating, potted plants, decorative paving, and detailed lighting elements along the street frontage.

#### ***CIRCULATION PLAN***

- POLICY CI 1.1: Prioritize long-term sustainability for the City of Gardena, in alignment with regional and state goals, by promoting infill development, reduced reliance on single- occupancy vehicle trips, and improved multi-modal transportation networks, with the goal of reducing air pollution and greenhouse gas emissions, thereby improving the health and quality of life for residents.
- POLICY CI Goal 3: Develop Complete Streets to promote alternative modes of transportation that are safe and efficient for commuters, and available to persons of all income levels and disabilities.
- POLICY CI Goal 4: Provide adequate public facilities and infrastructure that support the needs of City residents and businesses.

#### ***HOUSING ELEMENT***

- POLICY 1.3: Preserve the affordability of assisted rental projects located in the City.
- POLICY 1.4: Encourage room additions in the existing housing stock to alleviate overcrowding.
- GOAL 2.0: Provide opportunity for increasing the supply of affordable housing within the City, with special emphasis on housing for special needs groups.
- GOAL 3.0: Minimize the impact of governmental constraints on housing construction and cost.
- GOAL 4.0: Provide adequate residential sites through appropriate land use and zoning to accommodate the City’s share of regional housing needs.
- GOAL 5.0: Promote equal opportunity for all residents to reside in the housing of their choice.

### ***OPEN SPACE PLAN***

- GOAL OS 1: Maintain and upgrade the existing parks and recreation facilities to meet the needs of all residents.
- GOAL OS 2: Increase the City's supply and quality of parkland, open space, and recreational programs.

### ***CONSERVATION PLAN***

- GOAL CN 2: Conserve and protect groundwater supply and water resources.
- GOAL CN 3: Reduce the amount of solid waste produced in Gardena.
- GOAL CN 4: Conserve energy resources through the use of technology and conservation methods.
- GOAL CN 5: Protect the City's cultural resources.

### ***PUBLIC SAFETY PLAN***

- GOAL PS 1: Maintain a high level of fire and police protection for residents, businesses and visitors.
- GOAL PS 2: Protect the community from dangers associated with geologic instability, seismic hazards and other natural hazards.
- GOAL PS 3: Protect public health, safety and the environment from exposure to hazardous materials and other dangers.
- GOAL PS 4: Increase public awareness of crime and fire prevention, and emergency preparedness and procedures.

### ***NOISE PLAN***

- GOAL N 1: Use noise control measures to reduce the impact from transportation noise sources.
- POLICY N 1.8: Encourage walking, biking, carpooling, use of public transit and other alternative modes of transportation to minimize vehicular use and associated traffic noise.
- GOAL N 2: Incorporate noise considerations into land use planning decisions.
- GOAL N 3: Develop measures to control non-transportation noise impacts.

## B. DISADVANTAGED COMMUNITIES

The term ‘disadvantaged community’ is a broad designation that includes any community disproportionately affected by environmental, health, and other burdens or low-income areas disproportionately affected by environmental pollution and other hazards. In relation to environmental justice, DACs are typically those communities that disproportionately face the burdens of environmental hazards. Government Code Section 65302, as amended by SB 1000, defines a DAC as follows:

*“...an area identified by the California Environmental Protection Agency (CalEPA) pursuant to Section 39711 of the Health and Safety Code or an area that is a low-income area that is disproportionately affected by environmental pollution and other hazards that can lead to negative health effects, exposure, or environmental degradation.”*

In February 2017, the Office of Environmental Health Hazard Assessment (OEHHA), on behalf of the California Environmental Protection Agency (CalEPA), released Version 3.0 of the California Communities Environmental Health Screening Tool (CES). CalEnviroScreen identifies communities that are disproportionately affected by environmental hazards. It is a science-based tool that uses existing environmental, health, and socioeconomic data to rank all census tracts in California with a CES score. CalEPA designates the tracts with a CES score in the top 25 percentile as DACs. In June 2018, OEHHA updated CalEnviroScreen 3.0 to address a minor flaw in the software program algorithm used to calculate overall census tract scores. Additionally, on February 22, 2021, OEHHA released the draft CalEnviroScreen 4.0 for public comment. Since it is still in draft form, the results of Version 3.0 are used in this analysis.

Although the scores and DAC status of specific census tracts may change over time (for example, as CalEnviroScreen is periodically updated), the goals, policies, and programs identified in the Environmental Justice element generally apply citywide. Therefore, while certain census tracts may shift in their identification as a DAC, the City's commitment to promoting environmental justice throughout the community remains.

Based on CalEnviroScreen 3.0, 10 out of 14 census tracts within the City have a CES score in the top 25 percentile, as illustrated in Figure 1, qualifying them as a DAC. Low-income communities disproportionately affected by environmental concerns are also considered an “environmental justice community”. These communities can be identified using the California Air Resources Board (CARB) Priority Populations Mapping Tool, which identifies low-income communities located within ½ mile of a CalEPA-identified disadvantaged community. Based on this assessment, three more census tracts (beyond the 10 identified via CalEnviroScreen 3.0) can be considered disadvantaged and are also shown in Figure 1.

Based on the methodology outlined above, as of mid-2021 the City of Gardena includes **13 census tracts (out of 14) that are considered disadvantaged communities**. These areas represent approximately 93.9% of the City acreage, 92.9% of the City's population, and 93.4% of the City's households.

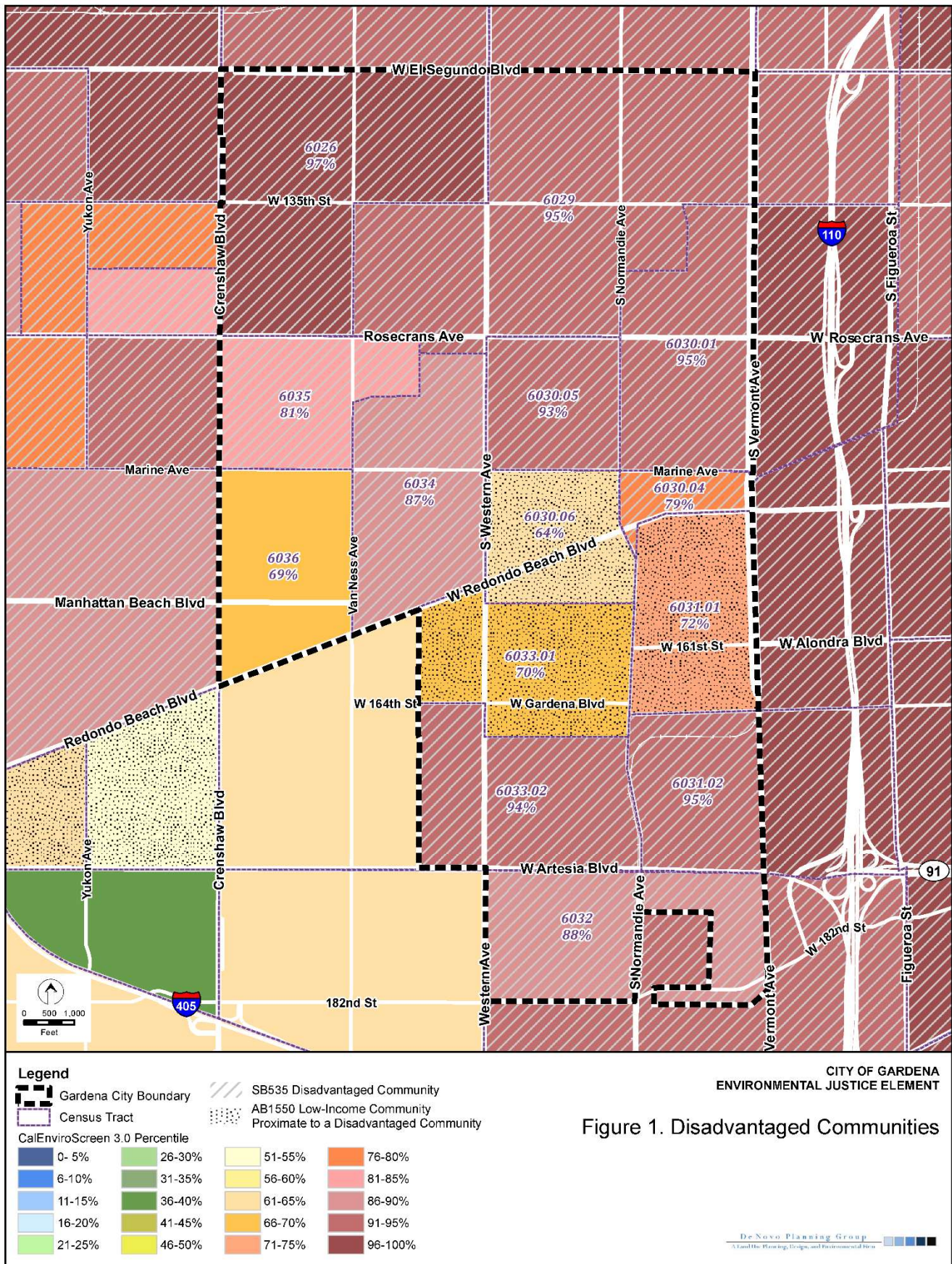
To understand the existing health and socioeconomic conditions of each DAC, Table 1 lists the percentiles for sensitive population and socioeconomic factor indicators in the City by census tract. The 13 DAC census tracts are outlined with bold lines. The sensitive population indicators reflect the communities' health and the socioeconomic factor indicators describe educational attainment, income level, employment, and housing conditions and burden. For each indicator, scores of 75% or higher represent a high burden on the population. All 13 DAC tracts are highly burdened in at least two indicators and have medium or high burdens in six or more of the eight indicators.



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**FIGURE 1: DISADVANTAGED COMMUNITIES**



Sources: Los Angeles County; Cal OEHHA CalEnviroScreen 3.0. Map date: May 21, 2021.



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**TABLE 1: POPULATION CHARACTERISTICS BY SENSITIVE POPULATION AND SOCIOECONOMIC FACTOR INDICATORS**

INDICATOR (%)	CENSUS TRACTS													
	6026	6029	6030.01	6030.04	6030.05	6030.06	6031.01	6031.02	6032	6033.01	6033.02	6034	6035	6036
SENSITIVE POPULATION INDICATORS														
Asthma	88	74	85	85	81	85	85	73	77	80	76	81	91	85
Low Birth Weight	95	35	73	71	90	32	46	81	66	35	83	88	67	58
Cardiovascular Disease	78	49	75	75	67	75	75	54	77	66	57	63	85	72
SOCIOECONOMIC FACTOR INDICATORS														
Education	47	77	72	53	69	44	47	56	58	35	65	54	66	52
Linguistic Isolation	16	88	77	90	72	60	61	87	86	88	81	54	79	62
Poverty	55	79	73	58	71	65	59	68	26	53	71	61	35	44
Unemployment	76	74	55	13	58	65	40	57	19	16	84	57	4	43
Housing Burden	70	58	90	61	96	66	76	74	6	78	72	50	18	34
<b>Total Population Characteristics Score</b>	<b>95</b>	<b>99</b>	<b>92</b>	<b>74</b>	<b>88</b>	<b>68</b>	<b>69</b>	<b>78</b>	<b>59</b>	<b>60</b>	<b>85</b>	<b>75</b>	<b>66</b>	<b>64</b>
<b>CES 3.0 Score</b>	<b>97</b>	<b>95</b>	<b>95</b>	<b>79</b>	<b>93</b>	<b>64</b>	<b>72</b>	<b>95</b>	<b>88</b>	<b>70</b>	<b>94</b>	<b>87</b>	<b>81</b>	<b>69</b>

<b>Color Key</b>		High Burden: 75.0 – 100.0%		Medium Burden: 25.0 – 74.9%		Low Burden: 0.0 – 24.9%
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Source: California Office of Environmental Health Hazard Assessment, CalEnviroScreen 3.0

Note: DAC census tracts are outlined in bold

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## C. KEY FINDINGS & RECOMMENDED NEXT STEPS

The key findings for the seven required Environmental Justice topics are summarized below with recommended next steps. More detail on existing conditions is included in section D of this report.

### 1. POLLUTION EXPOSURE AND AIR QUALITY

#### Key Findings:

The various forms and sources of air and water pollution and hazardous waste often disproportionately affect DACs. This is typically due to the existence and relative concentration of pollution-emitting sources close to the communities. There are 12 CESPollution indicators. All census tracts (regardless of their status as a DAC or not) have medium or high burdens in at least seven out of the 12 indicators, including high burdens in particulate matter 2.5 and toxic releases and medium or high burdens in ozone, diesel particulate matter, traffic, and drinking water.

There are 38 hazardous waste sites in Gardena that are generally clustered in the northern portion of the City, predominately occupying locations within one DAC tract. This DAC is home to more than half of the City's hazardous waste sites, and all 38 sites are within DACs.

#### Next Steps:

- Evaluate sources of pollution with medium and high burdens, especially in DACs.
- Recognize that more than half of the City's hazardous waste sites are primarily within one DAC and create policies to address unique issues related to these sites.

### 2. PUBLIC FACILITIES

#### Key Findings:

Access and availability of public facilities is an aspect of the built environment that may disproportionately limit the opportunities of DACs. The City has two fire stations, one police station, and five medical centers within its boundaries. The police station and both fire stations are located within DACs. Most of the medical centers are located near the City center and are all within DACs. Several bus lines provide citywide service. Two Metro stations are just outside of the City's eastern boundary in unincorporated Los Angeles County.

City Hall is in a DAC within the southcentral portion of the City on W. 162<sup>nd</sup> St. just east of S. Western Ave. There is one library (the Mayme Dear Library) within City boundaries next to City Hall and one more just outside of the western border on Crenshaw Blvd. in unincorporated Los Angeles County. Seven out of the City's 11 parks and recreation facilities are evenly distributed in DACs throughout the community, though there are six DACs notably void of parks and other community facilities. Daycares are distributed mostly throughout the southern portion of the City although there is one north of Rosecrans Ave.

#### Next Steps:

- Evaluate opportunities to address areas of the City, especially DACs, which have limited access to park or open space facilities.

### 3. FOOD ACCESS

#### Key Findings:

Feeding America, the nation's largest domestic hunger-relief organization, has released a report entitled *Map the Meal Gap* for ten consecutive years to offer insights on how food insecurity and food costs vary at the county and congressional district level. Most census tracts in Gardena (11) are within the 43<sup>rd</sup> Congressional District and three census tracts are within the 44<sup>th</sup> Congressional District. The food insecurity rate in the 43<sup>rd</sup> District is 11.6%, which is generally consistent with County (11.4%), State (10.8%), and national (11.5%) rates. The food insecurity rate in the 44<sup>th</sup> District is 12.9%, which is notably higher than the 43<sup>rd</sup> District, County, and State.

Five supermarkets, 18 specialty food stores, and nine convenience stores lie within City boundaries. There are no supermarkets within City boundaries north of Marine Ave. The specialty food stores, and convenience stores are fairly well distributed throughout the City, however, there are more in the southern half.

The lack of proximate grocery stores has the greatest affect in locations where residences do not own vehicles or have sufficient access to transit. All census tracts have at least some households without access to a vehicle. Five census tracts have a higher rate of "no vehicle access" than the citywide rate of 6.8%. Three DAC tracts (located in the northeastern portion of the City) have double or nearly double the rate of no vehicle access as the City overall.

#### Next Steps:

- Explore ways to expand healthy eating options in the northern portion of the City.
- Expand walkable/bikeable healthy food options in census tracts, especially DACs, with higher rates of "no vehicle access" or limited vehicle access.

### 4. SAFE AND SANITARY HOMES

#### Key Findings:

The condition of the housing stock in a DAC may have negative impacts on the well-being of its residents. Housing conditions are considered "substandard" when conditions are found to be below the minimum standard of living conditions defined in the California Health and Safety Code. In addition to structural deficiencies and standards, the lack of infrastructure and utilities often serves as an indicator for substandard conditions. While most homes have access to basic facilities like bathrooms and kitchens, 0.7% of the occupied housing units in Gardena lack complete plumbing facilities, and 2.5% lack complete kitchen facilities. About 1.4% of the units have no telephone service available.

Overcrowding within a housing unit is a primary cause of unsafe housing conditions. The City has a lower overcrowding rate (9.7%) than the County (11.3%). Seven DAC census tracts experienced overcrowding at a higher rate than at the citywide rate. Two DAC tracts on the east side have the highest overcrowding rates.

The City has a slightly lower rate of renter-occupied housing units (52.1%) than the County (54.2%). The City has a slightly higher percentage of renter-occupied cost burdened households (58.8%) than the County (57.6%). Four DAC census tracts experienced rental cost

burden at a higher rate than at the citywide rate. Two DAC tracts, one in the northwest area and the other in the central area, have the highest rental cost burden. It is also notable that more than half of renters within six DAC census tracts spend 35% or more of their income on housing. A higher percentage of renter-occupied units are in the low to extremely low-income levels (72.2% combined) compared to owner-occupied units (44.7% combined), demonstrating a higher housing cost burden for renters.

The City has a higher percentage of owner-occupied cost burdened households (69.8%) than the County (43.5%). No individual census tracts experienced ownership cost burden at a higher rate than at the citywide rate. More than half of homeowners in one DAC census tract in the eastern area spend 35% or more of their income on housing.

**Next Steps:**

- Prioritize the safety and sanitation of housing stock to create proper living conditions for all residents, especially those living in DACs.
- Explore policies to alleviate substandard and overcrowding conditions in identified DACs.
- Consider programs to expand homeownership and help reduce the number of cost burdened households.

## 5. PHYSICAL ACTIVITY

**Key Findings:**

Residents of DACs are often more likely to experience negative health outcomes. The built environment in DACs can often be limited by land use planning and lack of investment, leaving less opportunities for formal and informal physical activity. Data about active transportation use during daily commutes is one indicator of physical activity levels. Active transportation modes include walking and biking, while powered transportation modes include driving alone, carpooling, public transit, and taxicab, motorcycle, or other means.

Overall, the City of Gardena uses active transportation modes slightly less (3.1%) than the County (3.5%). Only 2.6% of Gardena commuters reported walking to work and 0.5% reported riding a bike to work. Most Gardena commuters drove to work alone (83.4%). Six DAC tracts have higher rates of commuters who walk and/or bike to work than both the City and County overall. These tracts have a mixture of rates for households with no vehicle access.

As previously mentioned, seven out of the City's 11 parks and recreation facilities are evenly distributed in DACs throughout the community, though there are six DACs notably void of parks and other community facilities. All census tracts in Gardena are within the ¼-mile or ½-mile buffer areas of multiple parks located either within or adjacent to the City.

**Next Steps:**

- Prioritize increasing opportunities for physical activity within DACs.
- Explore the reasons why some DAC tracts have higher rates of commuters who walk and/or bike to work and if there are actions that can be implemented in other DACs to increase their rates.
- Look into opportunities to increase the number of parks within DACs that do not have any.

## 6. COMMUNITY ENGAGEMENT

### Key Findings:

An important aspect of planning for environmental justice is the development of effective policies and programs that enable all residents to participate in local decision making. DACs can often be excluded from decision-making when officials and policies do not focus on involving these communities in a strategic manner. Section D of this report outlines the recommended approach to community engagement in development of the Environmental Justice Element.

It is important to start with a baseline analysis of a community's existing level of civic engagement to estimate how likely residents are to participate. The primary means of measuring a community's level of civic engagement is the assessment of voter participation. Both the voter registration rate and voter turnout rate for Gardena were lower than the County for the 2020 presidential election. Certain demographic categories can also help predict a community's likely level of civic engagement.

Age distribution can help predict the likelihood of a community participating in civic activities and identify constraints associated with engaging different members of the community. Gardena's residents are somewhat older than the County as a whole. Only two DAC tracts are younger than the County as a whole, while the remaining DAC tracts are older than the County as a whole. The City's only tract that does not qualify as a DAC is older compared to the County.

Language is a critical signifier of a population's likely participation in civic activities. Non- native English speakers, and especially those individuals with limited English fluency, are less likely to participate in civic activities. The majority of households in Gardena speak a language other than English. More than half of households in 12 census tracts speak a language other than English, and the most common language spoken is Spanish, followed by various Asian and Pacific Islander languages.

Educational attainment is a strong signifier of a population's likely participation in civic activities. Higher educational attainment generally correlates with increased civic participation. More of Gardena's residents and the census tracts' populations have a high school diploma or equivalent and at least some college or an Associate's degree than on the countywide level. Only three census tracts have a higher percentage of residents with a Bachelor's degree or higher than the County, however. Within DACs, residents who did not complete high school or only obtained a high school degree are of greatest concern. There is one DAC in the northwestern portion of the City where the highest percentage of residents have less than a high school education.

Race and ethnicity are important predictors of civic engagement, and numerous studies have shown that whites are more likely to be civically engaged than other groups. Additionally, it is essential to consider the racial make-up of a community when evaluating environmental justice because race is known to correlate with disproportionate environmental burdens. The majority race in the City of Gardena is almost evenly split between Asian and White. The Asian population is higher in the City than the County, while the White population is lower in the City than the County. A smaller percentage of the City is Hispanic or Latino than the County,

although one DAC tract in the northwestern portion of the City has a notably higher percentage than both the City and County overall. There is a larger Black or African American population in the City than in the County, and two DACs (one in the northwest area and one in the east) are majority Black or African American. Two DACs are majority some other race.

#### **Next Steps:**

- Prioritize engaging DACs in the development of environmental justice plans and programs.
- Focus on methods to effectively engage older residents.
- Identify ways to engage members of the community who do not speak English.
- Tailor activities and the venues where they take place to accommodate the cultural preferences of different racial/ethnic groups.

## **7. ADDRESS THE NEEDS OF DISADVANTAGED COMMUNITIES**

#### **Key Findings:**

An integral component of Environmental Justice planning is proactively prioritizing projects and investments that directly benefit DACs. These communities may have specific needs that are distinct from those of the greater community, which may require taking special actions to help improve existing conditions in DACs.

The UC Davis Center for Regional Change and Rabobank, N.A. partnered to develop the Regional Opportunity Index (ROI) intended to help understand social and economic opportunity in California's communities. The goal of the ROI is to help target resources and policies toward people and places with the greatest need to foster thriving communities. The tool analyzes different indicators within six topics including civic life, health/environment, mobility/transportation, housing, economy, and education. There are two types of indicators: people-based and place-based. The specific indicators are discussed in more detail in Section D of this report.

The tool ranks each census tract in terms of highest opportunity to lowest opportunity levels. Highest opportunity tracts indicate that conditions are good across the indicators, while lowest opportunity tracts indicate that improvements need to be made. Gardena has mostly lower- or average-opportunity census tracts throughout the City, with people-based opportunities generally scoring better than place-based opportunities. It will be important for the City to consider the lower opportunity ROI topics and indicators within DAC census tracts when reviewing and establishing policies and programs and directing investments.

In terms of **people-based** assets, there are eight DAC census tracts, mostly located east of S. Western Ave., with lower levels of opportunity. Civic life (comprised of English speakers and voting rates) and housing (comprised of housing cost burden and homeownership) are the two most common recurring topics among lower-opportunity tracts.

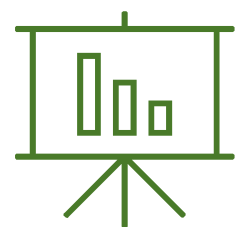
In terms of **place-based** assets, there are four DAC census tracts, mostly located north of Marine Ave., with lower levels of opportunity. Housing (comprised of housing affordability



and housing adequacy) and economy (comprised of bank accessibility, job quality, job growth, and job availability) are two most common recurring topics among lower-opportunity tracts.

**Next Steps:**

- Consider the ROI topics and indicators within identified DAC census tracts when reviewing and establishing policies and programs.
- Prioritize identified DACs for public investments, public services, and/or increased environmental protections.



## D. ENVIRONMENTAL JUSTICE ISSUES

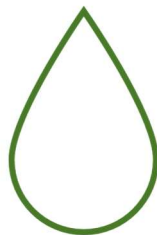
This section includes baseline conditions for the seven topics required to be addressed within the City's General Plan in accordance with Senate Bill 1000.

### 1. POLLUTION EXPOSURE AND AIR QUALITY

The various forms and sources of air and water pollution and hazardous waste often disproportionately affect DACs. This is typically due to the existence and relative concentration of pollution-emitting sources within close proximity to the communities. Disproportionate exposure to pollutants is linked to variety of negative health impacts, including but not limited to, asthma, cardiovascular diseases, cancer, and other potentially fatal conditions. There are 12 CES pollution indicators, and the percentile of pollution burden for each census tract are listed in Table 2.

Scores of 75% or higher represent a high pollution burden. All census tracts (regardless of their status as a DAC or not) have medium or high burdens in at least seven out of the 12 indicators, including high burdens in particulate matter 2.5 and toxic releases and medium or high burdens in ozone, diesel particulate matter, traffic, and drinking water.

Several census tracts have values of zero (0) for some of the exposure and environmental effects indicators. This typically implies that monitoring or reporting was conducted, but no impacts were present. For many exposure and environmental effects indicators, this means that no facilities or sites were located within 1000 meters of a populated area of the tract. Values of zero are not included in the percentile calculation, which would give the false impression that an impact is present.



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**TABLE 2: POPULATION EXPOSURE AND AIR QUALITY**

INDICATOR (%)	CENSUS TRACTS													
	6026	6029	6030.01	6030.04	6030.05	6030.06	6031.01	6031.02	6032	6033.01	6033.02	6034	6035	6036
EXPOSURE INDICATORS														
Ozone	40	40	40	40	40	40	40	40	32	40	40	40	40	40
Particulate Matter 2.5	82	82	82	82	82	82	82	82	82	82	82	82	82	82
Diesel Particulate Matter	72	76	81	81	72	70	81	81	75	69	69	70	72	69
Pesticides	51	64	59	0	22	0	0	33	10	0	0	0	11	0
Toxic Releases	80	81	84	87	85	88	89	92	95	90	94	86	82	87
Traffic	59	62	48	58	72	71	52	63	57	69	62	65	64	68
Drinking Water	38	31	31	26	26	26	26	49	52	31	30	26	26	30
ENVIRONMENTAL EFFECTS INDICATORS														
Cleanup Sites	97	94	54	42	42	2	50	78	91	42	96	42	42	0
Groundwater Threats	99	95	78	52	75	32	45	75	92	15	82	80	89	43
Hazardous Waste	91	88	70	50	66	19	19	47	82	43	18	70	67	51
Impaired Waters	72	72	0	0	0	0	0	98	98	72	98	72	72	72
Solid Waste	86	95	93	74	85	24	62	58	83	24	70	59	33	0
<b>Total Population Characteristics Score</b>	<b>99</b>	<b>99</b>	<b>92</b>	<b>73</b>	<b>85</b>	<b>47</b>	<b>64</b>	<b>97</b>	<b>98</b>	<b>71</b>	<b>92</b>	<b>86</b>	<b>85</b>	<b>64</b>
<b>CES 3.0 Score</b>	<b>97</b>	<b>95</b>	<b>95</b>	<b>79</b>	<b>93</b>	<b>64</b>	<b>72</b>	<b>95</b>	<b>88</b>	<b>70</b>	<b>94</b>	<b>87</b>	<b>81</b>	<b>69</b>

<b>Color Key</b>		High Burden: 75.0 – 100.0%		Medium Burden: 25.0 – 74.9%		Low Burden: 0.0 – 24.9%
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Source: California Office of Environmental Health Hazard Assessment, CalEnviroScreen 3.0

Note: DAC census tracts are outlined in bold

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## HAZARDOUS MATERIALS AND TOXICS

There are 38 hazardous waste sites in the City of Gardena that are currently under evaluation or amid cleanup, as detailed in Table 3. These sites are generally clustered in the northern portion of the City, predominately occupying locations within DAC tract 6029. This DAC is home to more than half of the City's hazardous waste sites (20 sites). This portion of the City is predominately industrial, and 18 sites are within industrial land use areas. All 38 sites are within DACs and predominately industrial areas, as illustrated in Figure 2.

**TABLE 3: HAZARDOUS MATERIALS AND TOXICS SITES**

NAME	PROJECT TYPE/ ACTIVITY	ADDRESS	CENSUS TRACT
<b>ENVIROSTOR SITES<sup>1</sup></b>			
Gardena Plating Co., Inc.	Tiered Permit	12901 S. Western Avenue	<b>6026</b>
Los Angeles Air Force Base	State Response	2400 El Segundo Boulevard	<b>6026</b>
Northrop Corporation Electronics Div.	Corrective Action	13215 S. Western Avenue	<b>6026</b>
Aerodynamic Plating Co., Inc. #3	Tiered Permit	13629 Saint Andrews Place	<b>6029</b>
Angelus Plating	Tiered Permit/ Evaluation	1713 W. 134th Street	<b>6029</b>
Azon Corp.	Evaluation	13771 S. Gramercy Place	<b>6029</b>
Chromalloy Los Angeles	Tiered Permit	2100 W. 139th Street	<b>6029</b>
Electronic Plating Company	Evaluation	13021 S. Budlong Avenue	<b>6029</b>
Hawthorne Printing	Evaluation	2140 1/2 139th Street	<b>6029</b>
Kb Gardena Building LLC	Voluntary Cleanup	13720 S. Western Avenue	<b>6029</b>
Mayan Patel (Connector Service Corp.)	Tiered Permit	13021 Budlong Avenue	<b>6029</b>
PB Fasteners, Division Of Paul R. Briles, Inc.	Tiered Permit	1700 W. 132nd Street	<b>6029</b>
Rosecrans Place	Voluntary Cleanup	2101 And 2129 W. Rosecrans Avenue	<b>6029</b>
Sonic Industries (Former)	Evaluation	13200 S. Western Avenue	<b>6029</b>
Sonic Plating Co., Inc. - Gardena	State Response	1930 W. Rosecrans Avenue	<b>6029</b>
Gardena (141st & Normandie)	Voluntary Cleanup	1335 - 1343 W. 141st Street	<b>6030.01</b>
Pearman & Son Ready Concrete Mix	Evaluation	14100 S. Normandie Avenue	<b>6030.01</b>
Normandie Estate	Voluntary Cleanup	16908 S. Normandie Avenue	<b>6031.02</b>
Gardena Sumps	State Response	1450 W. Artesia Boulevard	<b>6032</b>
Globe Illumination Company (Former)	Evaluation	1515 W. 178th Street	<b>6032</b>
Sonken-Galamba Corp	Evaluation	1439 W. 178th Street	<b>6032</b>
Ace Trailer Park Site/Honeywell	Voluntary Cleanup	17024 S. Western Avenue	<b>6033.02</b>
Gardena Marketplace	Voluntary Cleanup	1735, 1711, 1741 1701 And 1691 W. Artesia Boulevard	<b>6033.02</b>
Iri Dover	Tiered Permit	1859 W. 169 Street	<b>6033.02</b>
Control Plating Co., Inc.	Tiered Permit	17014 Gramercy Place	<b>6034</b>
2403 Marine Avenue	State Response	2403 Marine Avenue	<b>6035</b>

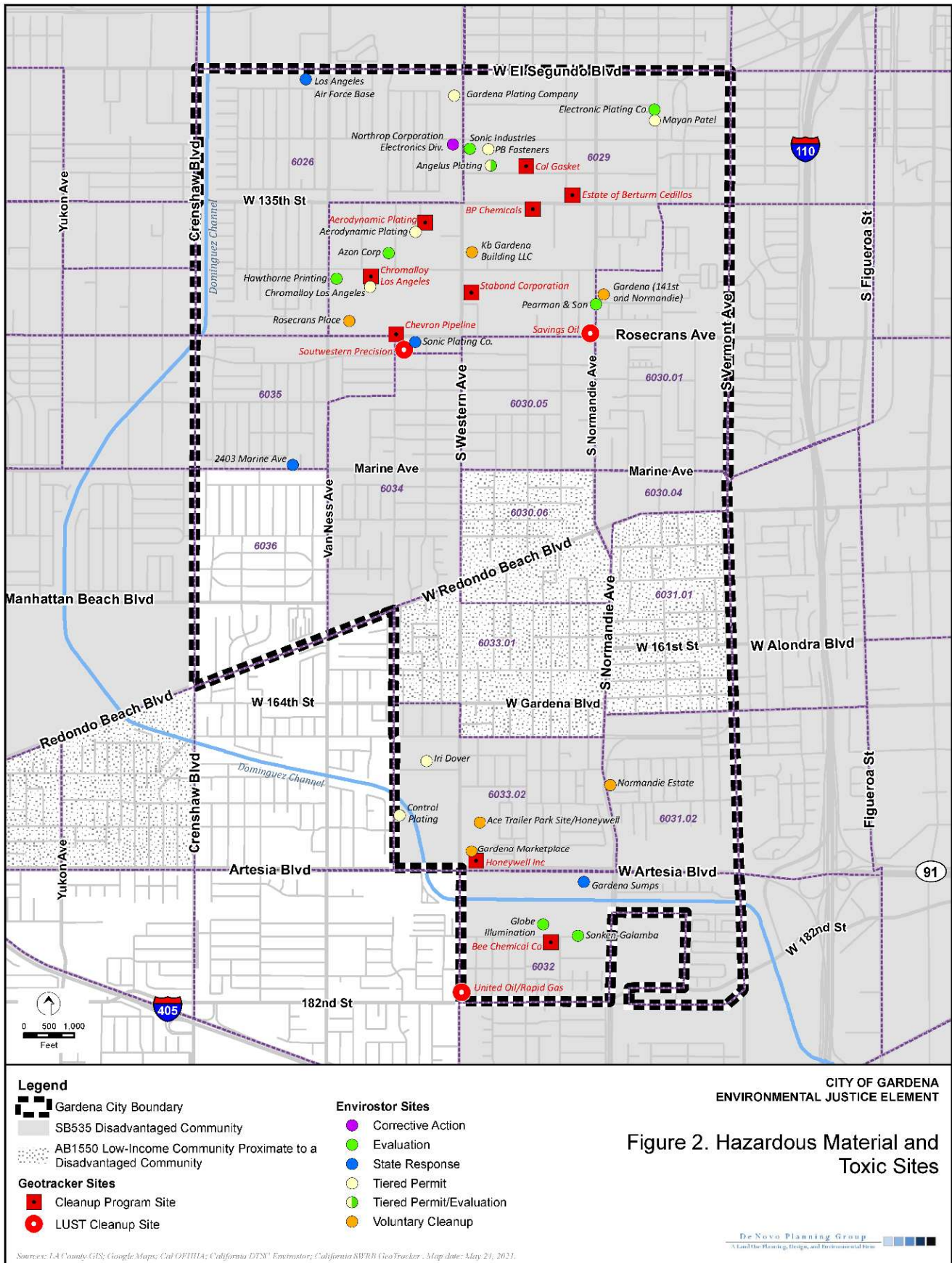
NAME	PROJECT TYPE/ ACTIVITY	ADDRESS	CENSUS TRACT
<b>GEOTracker CLEANUP PROGRAM SITES<sup>2</sup></b>			
Aerodynamic Plating Company	Site Assessment	13620-13629 S. Saint Andrews Place	<b>6029</b>
BP Chemicals (Hitco)	Remediation	1600 W. 135th Street	<b>6029</b>
Cal Gasket	Open - Inactive	1601-1613 W. 134th Street	<b>6029</b>
Chevron Pipeline	Site Assessment	2001 W. Rosecrans Avenue	<b>6029</b>
Chromalloy Los Angeles	Verification Monitoring - Land Use Restrictions	2100 139th St W	<b>6029</b>
Estate of Bertrum Cedillos	Open - Inactive	13438 Halldale Avenue	<b>6029</b>
Stabond Corporation	Open - Inactive	14010 Western Avenue	<b>6029</b>
Bee Chemical Co (Former)	Assessment & Interim Remedial Action	1500 178th St W	<b>6032</b>
Honeywell Inc.	Remediation	17300 Western Avenue	<b>6032</b>
<b>LUST CLEANUP SITES<sup>2</sup></b>			
Savings Oil Co.	Site Assessment	1401 Rosecrans W	<b>6029</b>
United Oil #44/Rapid Gas #44	Remediation	18130 Western Avenue S	<b>6032</b>
Southwestern Precision Co.	Assessment & Interim Remedial Action	1939 144th Street	<b>6035</b>

1: Source: California Department of Toxic Substances Control, Envirostor Database, 2021.

2: Source: California Water Resources Control Board Geotracker Database, 2021.

Note: DACs are in bold text.

**FIGURE 2: HAZARDOUS MATERIALS AND TOXIC SITES**





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## 2. PUBLIC FACILITIES

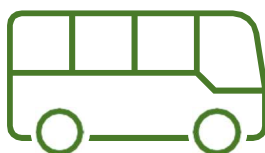
Access and availability of public facilities is an aspect of the built environment that may disproportionately limit the opportunities of DACs. If DACs have unequal access to public facilities, or if a city does not provide adequate facilities for public use, DACs may be limited in their ability to access necessary key resources. Limited access to resources as a result of inadequate public facilities can lead to reduced lifespan, poorer health outcomes, and diminished mental well-being. The adequate planning of parks and transportation infrastructure can help provide equal access to resources for all communities within a city. The location of public services and community facilities within and adjacent to the City of Gardena and with relationship to DACs are illustrated in Figures 3 and 4, respectively. The distribution of these facilities is summarized below.

### PUBLIC SERVICES

The location of transit stations and routes, medical centers, and emergency services and public safety facilities are shown in Figure 3. The City has two fire stations, one police station, and five medical centers within its boundaries. Fire station 159 is within DAC tract 6029. The police station and fire station 158 are located in the southcentral portion of the City within DAC tract 6033.01. Most of the medical centers are located near the City center and are all within DACs. Several bus lines provide citywide service. Two Metro stations are just outside of the City's eastern boundary in unincorporated Los Angeles County.

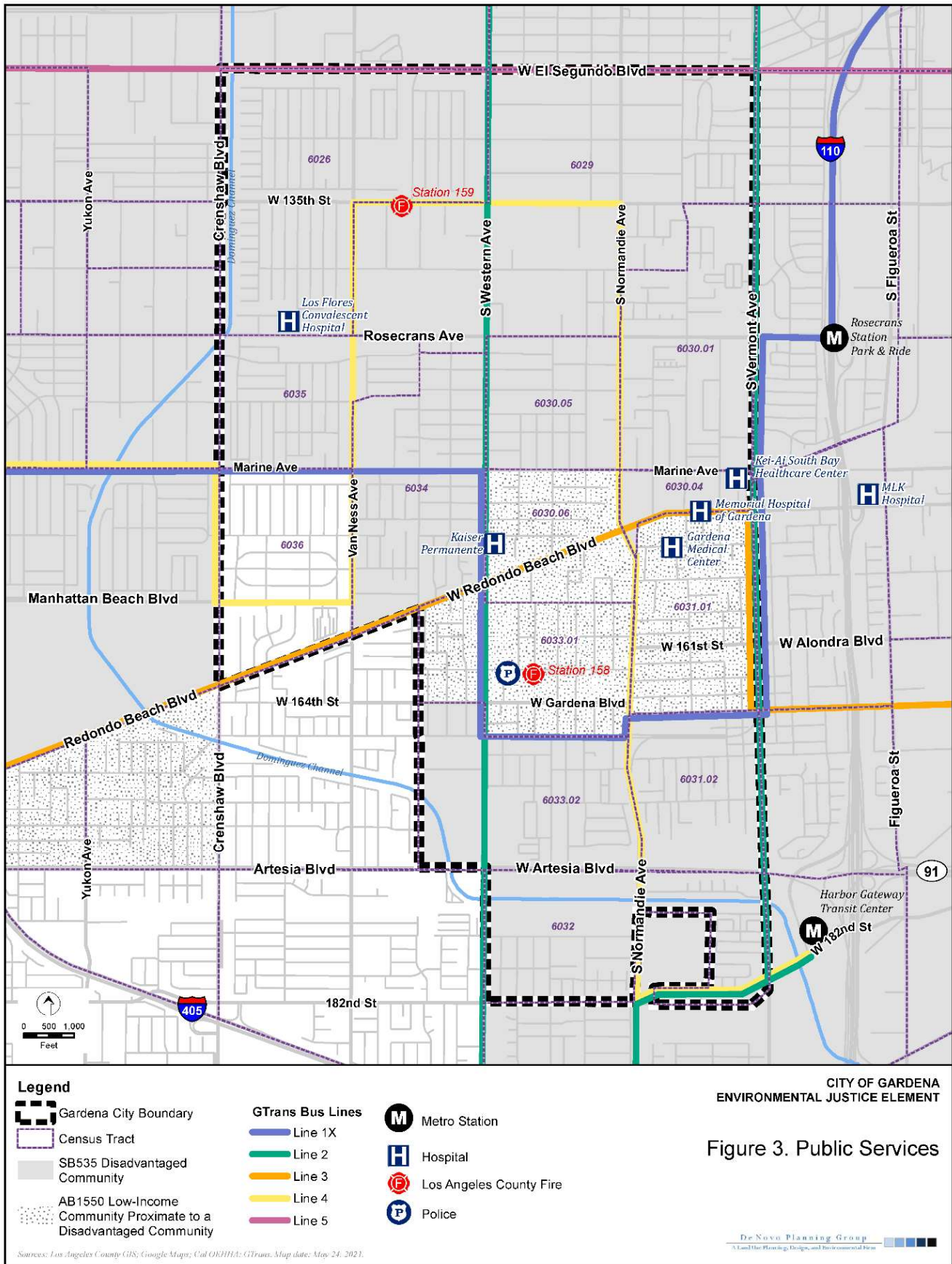
### COMMUNITY FACILITIES

The location of City and County government buildings, parks, daycare centers, and libraries are shown in Figure 4. City Hall is located in the southcentral portion of the City in DAC tract 6033.01 at 1700 W. 162<sup>nd</sup> St., just east of Western Ave. Seven out of the City's 10 parks and recreation facilities are distributed in DACs throughout the community, though there are six DACs notably void of parks and other community facilities, including tracts 6029, 6030.01, 6030.04, 6033.02, 6032, and 6031.01. There is one County library (the Mayme Dear Library) within City boundaries next to City Hall in DAC tract 6033.01 and one more just outside of the western border on Crenshaw Blvd. in unincorporated Los Angeles County. Daycares are fairly evenly distributed mostly throughout the southern portion of the City although there is one north of Rosecrans Ave.



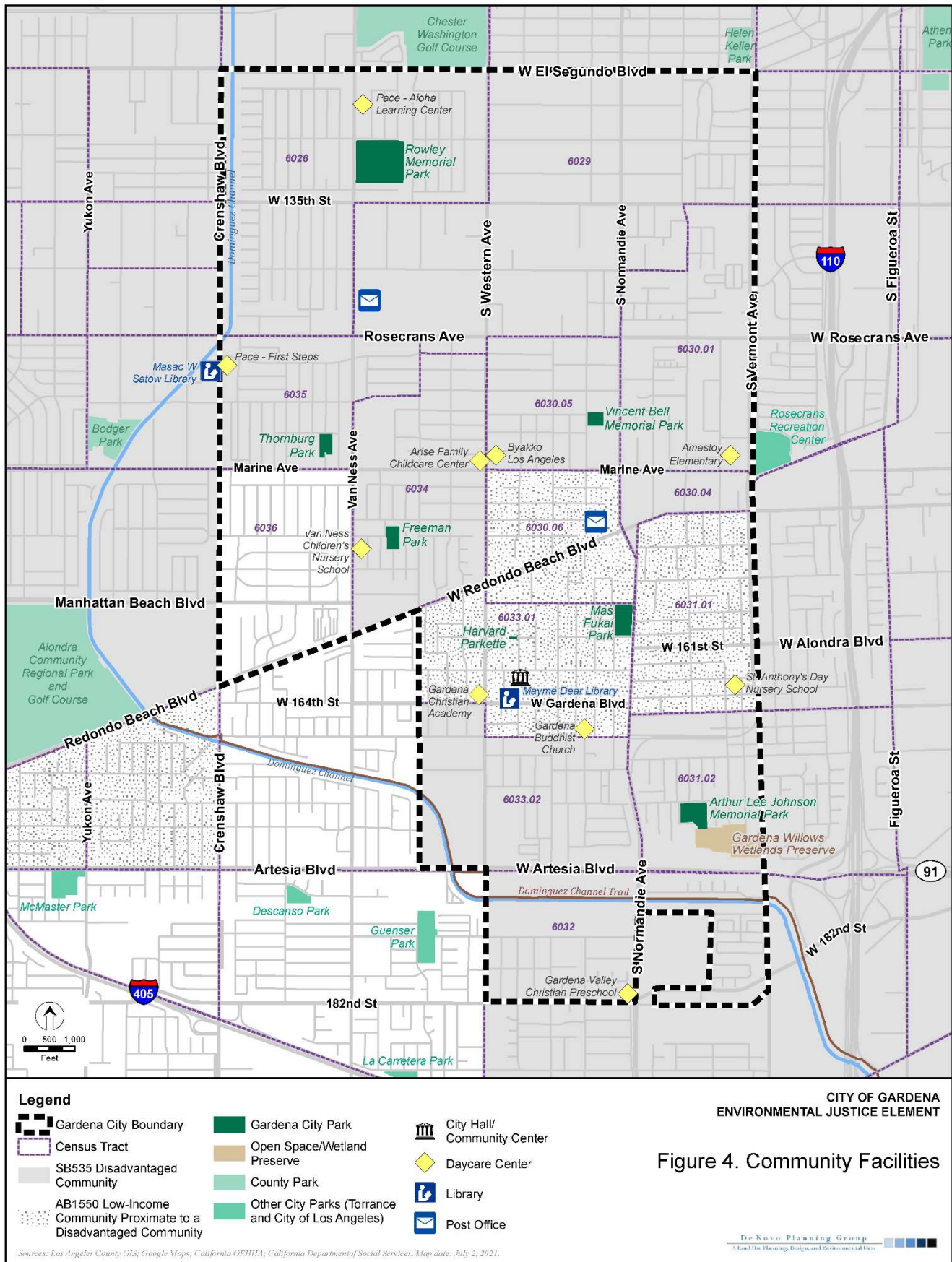
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**FIGURE 3: PUBLIC SERVICES**



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**FIGURE 4: COMMUNITY FACILITIES**



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### 3. FOOD ACCESS

Food access encompasses the following three interrelated topics:

- Nutritionally adequate, culturally appropriate, and affordable food;
- Income sufficient to purchase healthy food; and
- Proximity and ability to travel to a food source that offers affordable, nutritionally adequate, and culturally appropriate food.

Ensuring adequate food access is challenging in many communities. Many communities, and especially low-income areas, lack retailers with a sufficient selection of healthy foods. Consequently, many residents lack access to nutritional foods, known as “food insecurity”, resulting in public health challenges and poor health outcomes. Affected populations cope with food insecurity by consuming nutrient-poor, but calorie-rich foods. This may result in malnutrition, obesity, cognitive, behavioral, and mental health problems in children, and physical and mental health problems and birth complications among pregnant women. Children and communities of color are often disproportionately affected by food insecurity.

#### FOOD INSECURITY AND COST

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No data about existing conditions on food insecurity and costs currently exists at the city level. As the best possible alternative, Feeding America, the nation’s largest domestic hunger-relief organization, has released a report entitled *Map the Meal Gap* for the past ten consecutive years to offer insights on how food insecurity and food costs vary at the county and congressional district level. The latest *Map the Meal Gap* report, which uses the most recent data from the United States Department of Agriculture (USDA) and Census Bureau, was released in 2020 and is based on data from 2018.

In response to COVID-19, Feeding America also released a companion study entitled *The Impact of the Coronavirus on Local Food Insecurity*, and an interactive map that used the *Map the Meal Gap* model to predict changes to food insecurity rates for the overall population and children in response to projected changes to poverty and unemployment in the wake of the pandemic. To better assess the current and future state of local food insecurity and develop effective strategies to reach people at risk of hunger, it is critical to understand historical variations prior to the pandemic.

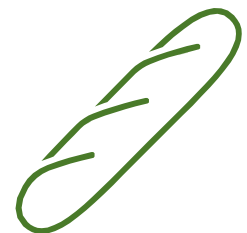
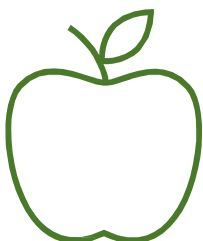
Most census tracts in Gardena (11) are within are within the 43<sup>rd</sup> Congressional District. Census tract 6032 is within the 44<sup>th</sup> Congressional District, as well as a portion of tracts 6033.02 and 6031.02. Below is a summary of key findings from the 43<sup>rd</sup> and 44<sup>th</sup> Congressional Districts, as well as for Los Angeles County, the State of California, and the entire country for comparison.

- 43<sup>rd</sup> Congressional District food insecurity rate: 11.6%
- 44<sup>th</sup> Congressional District food insecurity rate: 12.9%
- Los Angeles County food insecurity rate: 11.4%
- State of California food insecurity rate: 10.8%
- National food insecurity rate: 11.5%



The *Map the Meal Gap* report shows that after nearly ten years, food insecurity levels for most communities across the country had reached their lowest levels in 2018. However, due to the impacts associated with the COVID-19 pandemic, Feeding America projects that progress made to food insecurity in the U.S. this past decade will likely be wiped out and food insecurity rates will climb higher than the peak of the Great Recession of 50 million people, potentially going from more than 37 million people facing hunger in 2018 up to more than 54 million in 2020.

Data on the total number of food insecure people, the food insecurity rate, and the estimated nutrition program eligibility among food insecure people is displayed in Table 4. Additionally, information about the average meal cost and annual food budget shortfall is shown for the County, State, and nation.



**TABLE 4: FOOD INSECURITY**

LOCATION	FOOD INSECURE PEOPLE <sup>1</sup>	FOOD INSECURITY RATE <sup>2</sup>	ESTIMATED PROGRAM ELIGIBILITY AMONG FOOD INSECURE PEOPLE			AVERAGE MEAL COST <sup>3</sup>	ANNUAL FOOD BUDGET SHORTFALL <sup>4</sup>
			ABOVE OTHER NUTRITION PROGRAM THRESHOLD OF 185% POVERTY	BETWEEN 130%-185% POVERTY	BELOW SNAP THRESHOLD 130% POVERTY		
United States	37,227,000	11.5%	32%	19%	49%	\$3.09	\$19.5B
California	4,291,830	10.8%	24%	0%	76%	\$3.28	\$2.4B
Los Angeles County	1,146,290	11.4%	13%	0%	87%	\$3.46	\$672M
43 <sup>rd</sup> Congressional District	87,200	11.6%	15%	0%	85%	Data not available	Data not available
44 <sup>th</sup> Congressional District	93,230	12.9%	0%	0%	100%	Data not available	Data not available

Source: Feeding America – Map the Meal Gap report, 2020.

<sup>1</sup> Nutrition program eligibility is defined as the percentage of the estimated food-insecure population by income category, according to the eligibility thresholds of the major federal nutrition assistance programs, including SNAP (at or below 130% of the federal poverty line or the state-specific threshold, when it is a higher multiple) and other programs such as WIC (185% of poverty or the state-specific threshold).

<sup>2</sup> Nutrition program eligibility is defined as the percentage of the estimated food-insecure population by income category, according to the eligibility thresholds of the major federal nutrition assistance programs, including SNAP (at or below 130% of the federal poverty line or the state-specific threshold, when it is a higher multiple) and other programs such as WIC (185% of poverty or the state-specific threshold).

<sup>3</sup> The average weekly dollar amount food-secure individuals report spending on food, as estimated in the Current Population Survey, divided by 21 (assuming three meals a day, seven days a week). This amount has been adjusted to reflect local food prices and relevant taxes.

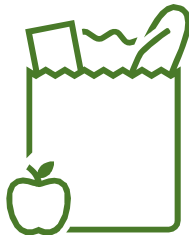
<sup>4</sup> The total annualized additional dollar amount that food-insecure individuals report needing, on average, to purchase just enough food to meet their food needs. This amount is based on responses in the Current Population Survey and the USDA assumption that individuals in households that are food insecure experience food insecurity, on average, seven months out of the year. This amount has been adjusted to reflect local food prices and relevant taxes.

## ACCESS TO FOOD RETAILERS

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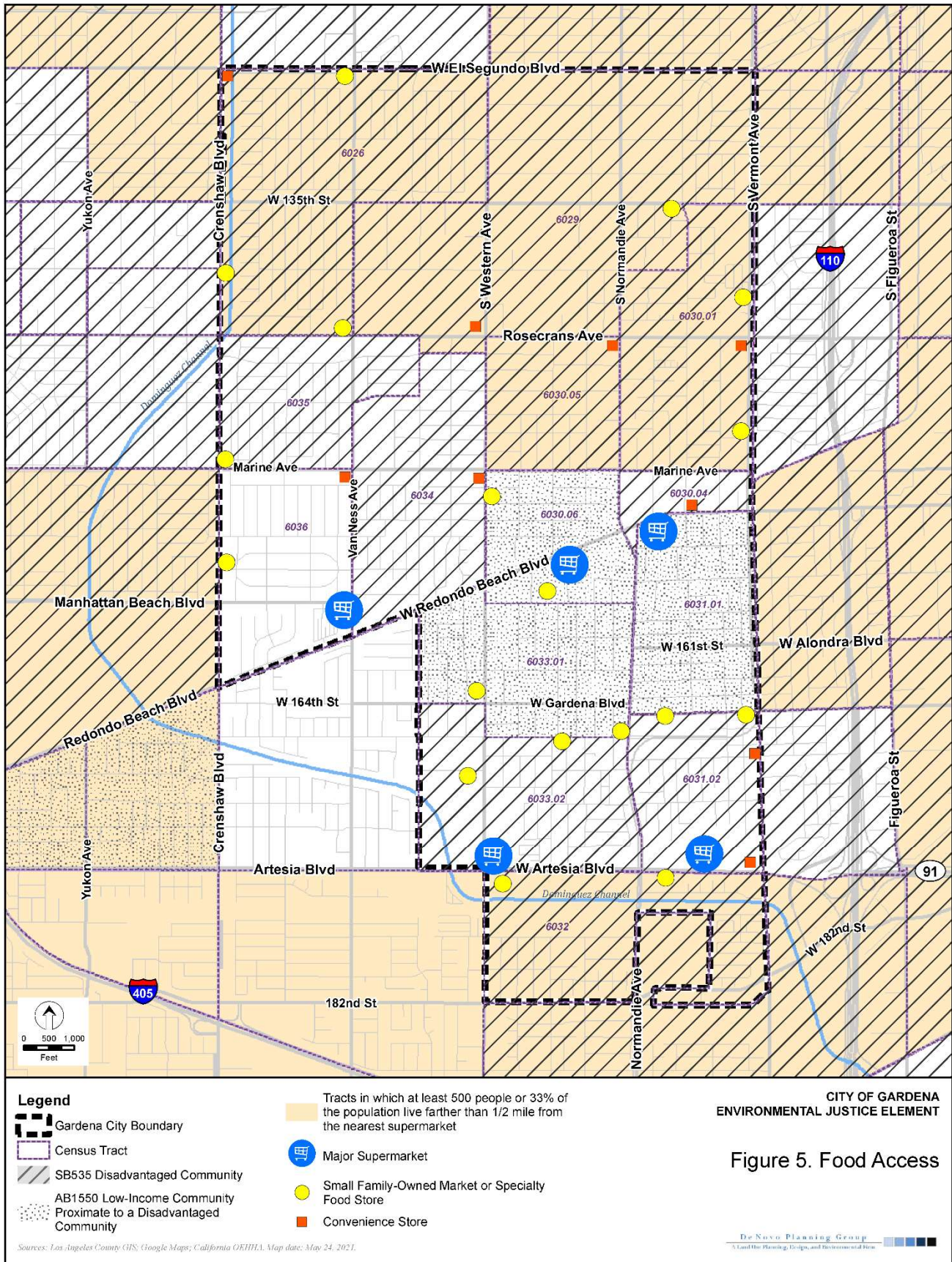
The location of supermarkets, food stores and convenience stores as well as census tracts that qualify as food deserts within the City are illustrated in Figure 5. Major supermarkets are defined as larger food retailers that serve the community, small family-owned markets or specialty food stores as the range of smaller food retailers that serve individual neighborhoods or cater to specific groups, and convenience stores as small neighborhood stores that sell some food and produce. Food deserts are defined as census tracts in which at least 500 people or 33% of the population live farther than ½ mile from the nearest supermarket.

Five supermarkets, 18 specialty food stores, and nine convenience stores lie within City boundaries. There are no supermarkets within City boundaries north of Marine Ave. The specialty food stores, and convenience stores are fairly well distributed throughout the City, however, there are more in the southern half.





**FIGURE 5: FOOD ACCESS**



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The lack of proximate grocery stores has the greatest affect in locations where residences do not own vehicles or have sufficient access to transit. As shown in Table 5, all census tracts have at least some households without access to a vehicle. Five census tracts (outlined in bold) have a higher rate of “no vehicle access” than the citywide rate of 6.8%. DAC tracts 6029, 6030.01, and 6030.04 have double or nearly double the rate of no vehicle access as the City overall.

**TABLE 5: CAR OWNERSHIP**

LOCATION	# OF HOUSEHOLDS	# OF HOUSEHOLDS WITHOUT VEHICLES	% OF HOUSEHOLDS WITHOUT VEHICLES
United States	120,756,048	10,395,713	8.6%
California	13,044,266	927,957	7.1%
Los Angeles County	3,316,795	292,463	8.8%
City of Gardena	20,612	1,395	6.8%
<b>6026</b>	2,881	237	<b>8.2%</b>
<b>6029</b>	1,316	155	<b>11.8%</b>
<b>6030.01</b>	2,421	293	<b>12.1%</b>
<b>6030.04</b>	634	74	<b>11.7%</b>
<b>6030.05</b>	1,872	119	6.4%
<b>6030.06</b>	810	73	<b>9.0%</b>
<b>6031.01</b>	1,481	90	6.1%
<b>6031.02</b>	1,318	68	5.2%
<b>6032</b>	1,163	54	4.6%
<b>6033.01</b>	1,418	64	4.5%
<b>6033.02</b>	1,630	93	5.7%
<b>6034</b>	1,421	27	1.9%
<b>6035</b>	883	18	2.0%
6036	1,364	30	2.2%

Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

Note: DACs are in bold text.



## 4. SAFE AND SANITARY HOMES

The condition of the housing stock in a DAC may have negative impacts on the well-being of its residents. These health impacts stem from issues such as poor indoor air quality, toxic building materials, exposure to climate variation such as excess heat or cold, improper ventilation, and structural insecurity. Unsafe housing conditions can be a result of the age of the dwelling structure, which increases the likelihood of incorporation of dangerous materials like lead and asbestos that have significant negative health impacts. DACs often have a larger number of older units within their housing stock and therefore residents of these communities are more likely to be exposed to the harmful health impacts that are associated with older housing. Other factors that can contribute to unsafe housing conditions include improper regulation and overcrowding. Prioritizing the safety and sanitation of housing stock within a community helps create proper living conditions for all residents, including those living in DACs.

This section summarizes the existing housing conditions and cost of housing throughout the City. While the conditions apply on a citywide level, they can reasonably be extrapolated to understand housing conditions in the DACs, given that nearly the entire City is considered a disadvantaged community.

### HOUSING STOCK CONDITIONS

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Housing conditions are considered “substandard” when conditions are found to be below the minimum standard of living conditions defined in the California Health and Safety Code. Households living in substandard conditions are more likely to be in need of housing assistance, even if they are not seeking alternative housing arrangements, due to the threat to health and safety.

In addition to structural deficiencies and standards, the lack of infrastructure and utilities often serves as an indicator for substandard conditions. According to the 2019 American Community Survey<sup>5</sup>, 144 (0.7%) of the 20,612 occupied housing units in Gardena lack complete plumbing facilities, and 515 (2.5%) lack complete kitchen facilities. About 288 (1.4%) of the units have no telephone service available.

### OVERCROWDING

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Overcrowding within a housing unit is a primary cause of unsafe housing conditions. The World Health Organization notes that overcrowding is a potential health risk as it contributes to the transmission of disease by creating unsanitary conditions.<sup>6</sup> A housing unit is considered overcrowded if there is more than one person per room (which can be any room, not just limited to bedrooms) and severely overcrowded if there

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<sup>5</sup> Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

<sup>6</sup> World Health Organization (WHO). Accessed on March 8, 2021. Water Sanitation and Hygiene. What are the health risks related to overcrowding?”. Available at: [http://www.who.int/water\\_sanitation\\_health/emergencies/ga/emergencies\\_ga9/en/](http://www.who.int/water_sanitation_health/emergencies/ga/emergencies_ga9/en/)

are more than 1.5 persons per room. Overcrowding conditions in the City based upon data obtained from the U.S. Census 2019 American Community Survey are depicted in Table 6.

The City has a lower overcrowding rate (9.7%) than the County (11.3%). Seven DAC census tracts (outlined in bold) experienced overcrowding at a higher rate than at the citywide rate.

DAC tract 6030.04 (on the east side) has the highest rate of overcrowding in the City at 18.3%, followed closely by DAC tract 6030.01 (also on the east side) at 16.7%.

**TABLE 6: OVERCROWDING BY TENURE**

LOCATION	PERSONS PER ROOM								
	1.00 OR LESS		1.01 TO 1.50		1.51 OR MORE		TOTAL UNITS	OVERCROWDING CONDITION	
	#	%	#	%	#	%		#	%
Los Angeles County	2,940,883	88.7%	218,863	6.6%	157,049	4.7%	3,316,795	375,912	11.3%
City of Gardena	18,613	90.3%	1,175	5.7%	824	4.0%	20,612	1,999	9.7%
6026	2,750	95.5%	82	2.8%	49	1.7%	2,881	131	4.5%
6029	1,164	88.4%	138	10.5%	14	1.1%	1,316	152	11.6%
6030.01	2,015	83.2%	146	6.0%	260	10.7%	2,421	406	16.7%
6030.04	518	81.7%	38	6.0%	78	12.3%	634	116	18.3%
6030.05	1,606	85.8%	139	7.4%	127	6.8%	1,872	266	14.2%
6030.06	718	88.6%	69	8.5%	23	2.8%	810	92	11.3%
6031.01	1,428	96.4%	44	3.0%	9	0.6%	1,481	53	3.6%
6031.02	1,185	89.9%	101	7.7%	32	2.4%	1,318	133	10.1%
6032	1,095	94.2%	29	2.5%	39	3.4%	1,163	68	5.9%
6033.01	1,293	91.2%	73	5.1%	52	3.7%	1,418	125	8.8%
6033.02	1,504	92.3%	85	5.2%	41	2.5%	1,630	126	7.7%
6034	1,274	89.7%	83	5.8%	64	4.5%	1,421	147	10.3%
6035	799	90.5%	64	7.2%	20	2.3%	883	84	9.5%
6036	1,258	92.2%	84	6.2%	22	1.6%	1,364	106	7.8%

Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

Note: DACs are in bold text. Outlines indicate overcrowding at a higher rate than at the citywide rate.

## HOUSING AFFORDABILITY

As what is typically the most expensive component of a household's budget, housing cost (rent or mortgage, utilities, homeowner or renter insurance, and property taxes for homeowners only) is a preeminent factor in determining if the household is "cost burdened" or negatively impacted by its expenses. This consideration takes on even greater importance in Southern California where housing costs far exceed the national average.

As shown in Table 7, the City has a slightly lower rate of renter-occupied housing units (52.1%) than the County (54.2%). Renters tend to have lower income and spend a higher percentage of their income on housing than homeowners. Renters do not have control over rent increases, which have markedly accelerated over the past decade. The upfront costs of purchasing a



home, including down payments and closing costs, are commonly cited by renters as a primary obstacle to homeownership. Additionally, home prices have rebounded strongly since the depths of the Great Recession, thereby increasing the wealth of homeowners while making it more difficult for renters to make the transition into ownership.

**TABLE 7: OWNER OCCUPIED VS. RENTER OCCUPIED HOUSEHOLDS**

LOCATION	TOTAL OCCUPIED HOUSING UNITS	# OF OWNER- OCCUPIED HOUSEHOLDS	% OF OWNER- OCCUPIED HOUSEHOLDS	# OF RENTER- OCCUPIED HOUSEHOLDS	% OF RENTER- OCCUPIED HOUSEHOLDS
Los Angeles County	3,316,795	1,519,516	45.8%	1,797,279	54.2%
City of Gardena	20,612	9,877	47.9%	10,735	52.1%
<b>6026</b>	2,881	1,789	62.1%	1,092	37.9%
<b>6029</b>	1,316	690	52.4%	626	47.6%
<b>6030.01</b>	2,421	791	32.7%	1,630	67.3%
<b>6030.04</b>	634	163	25.7%	471	74.3%
<b>6030.05</b>	1,872	542	29.0%	1,330	71.0%
<b>6030.06</b>	810	312	38.5%	498	61.5%
<b>6031.01</b>	1,481	582	39.3%	899	60.7%
<b>6031.02</b>	1,318	416	31.6%	902	68.4%
<b>6032</b>	1,163	836	71.9%	327	28.1%
<b>6033.01</b>	1,418	407	28.7%	1,011	71.3%
<b>6033.02</b>	1,630	836	51.3%	794	48.7%
<b>6034</b>	1,421	823	57.9%	598	42.1%
<b>6035</b>	883	743	84.1%	140	15.9%
6036	1,364	947	69.4%	471	34.5%

Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

Traditionally, housing affordability has been assessed by the “maximum rent standard.” According to this standard, households that spend more than 30% of income on housing costs may be “cost burdened”. Gross rent as a percentage of household income is shown in Table 8 and monthly owner costs as a percentage of household income are shown in Table 9. Taken together, these tables demonstrate the total percentage of cost burdened households in the City of Gardena.

The City has a slightly higher percentage of renter-occupied cost burdened households (58.8%) than the County (57.6%). As shown in Table 8, four DAC census tracts (outlined in bold) experienced rental cost burden at a higher rate than at the citywide rate. DAC tract 6026(in the northwest area) has the highest rental cost burden in the City at 72%, followed closely by DAC tract 6030.05 (in the central area) at 71%. It is also notable that more than half of renters within six DAC census tracts spend 35% of more of their income on housing (also outlined in bold).

**TABLE 8: GROSS RENT AS PERCENTAGE OF HOUSEHOLD INCOME**

LOCATION	30.0 TO 34.9 %		35.0 % OR MORE		TOTAL OCCUPIED UNITS PAYING RENT	COST BURDENED	
	#	%	#	%		#	%
Los Angeles County	163,104	9.5%	822,780	48.1%	1,711,020	985,884	57.6%
City of Gardena	929	9.2%	5,031	49.6%	10,136	5,960	58.8%
<b>6026</b>	142	14.0%	586	<b>58.0%</b>	1,011	728	<b>72.0%</b>
<b>6029</b>	56	8.9%	361	<b>57.7%</b>	626	417	<b>66.6%</b>
<b>6030.01</b>	134	8.9%	665	44.2%	1,506	799	53.1%
<b>6030.04</b>	25	5.4%	201	43.2%	465	226	48.6%
<b>6030.05</b>	114	9.1%	779	<b>61.9%</b>	1,258	893	<b>71.0%</b>
<b>6030.06</b>	38	7.9%	193	40.2%	480	231	48.1%
<b>6031.01</b>	25	2.9%	463	<b>53.6%</b>	864	488	56.5%
<b>6031.02</b>	104	11.7%	302	34.1%	886	406	45.8%
<b>6032</b>	28	8.8%	135	42.3%	319	163	51.1%
<b>6033.01</b>	31	3.4%	504	<b>55.1%</b>	915	535	58.5%
<b>6033.02</b>	93	12.8%	389	<b>53.5%</b>	727	482	<b>66.3%</b>
<b>6034</b>	129	22.7%	227	40.0%	568	356	<b>62.7%</b>
<b>6035</b>	10	8.3%	59	49.2%	120	69	57.5%
6036	0	0.0%	167	42.7%	391	167	42.7%

Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

Note: DACs are in bold text. Outlines indicate higher rates than the citywide rate.

The City has a higher percentage of owner-occupied cost burdened households (69.8%) than the County (43.5%). As shown in Table 9, no individual census tract experienced ownership cost burden at a higher rate than at the citywide rate. More than half of homeowners in DAC census tract 6030.01 (in the eastern area) spend 35% or more of their income on housing (outlined in bold).

**TABLE 9: MONTHLY OWNER COSTS AS PERCENTAGE OF HOUSEHOLD INCOME**

LOCATION	30.0 TO 34.9 %		35.0 % OR MORE		TOTAL HOUSING UNITS WITH MORTGAGE	COST BURDENED	
	#	%	#	%		#	%
Los Angeles County	98,346	9.1%	371,735	34.4%	1,081,179	470,081	43.5%
City of Gardena	2,159	34.9%	2,159	34.9%	6,182	4,318	69.8%
<b>6026</b>	118	10.0%	439	37.2%	1,179	557	47.2%
<b>6029</b>	66	16.6%	91	22.9%	397	157	39.5%
<b>6030.01</b>	10	2.2%	251	<b>55.5%</b>	452	261	57.7%
<b>6030.04</b>	0	0.0%	21	30.9%	68	21	30.9%
<b>6030.05</b>	42	9.9%	187	43.9%	426	229	53.8%
<b>6030.06</b>	0	0.0%	36	22.8%	158	36	22.8%
<b>6031.01</b>	32	7.6%	118	28.0%	422	150	35.5%
<b>6031.02</b>	16	6.4%	54	21.7%	249	70	28.1%
<b>6032</b>	17	3.8%	149	33.0%	452	166	36.7%
<b>6033.01</b>	12	6.0%	68	34.0%	200	80	40.0%
<b>6033.02</b>	16	4.2%	149	38.9%	383	165	43.1%
<b>6034</b>	45	8.3%	168	30.9%	543	213	39.2%
<b>6035</b>	41	7.7%	172	32.2%	534	213	39.9%
6036	106	14.7%	256	35.6%	719	362	50.3%

Source: U.S. Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP04

Note: DACs are in bold text. Outline indicates where more than half of homeowners spend 35% or more of their income on housing.

Another way to look at the cost burden for the City’s extremely low to low- -income residents is to analyze data taken from the most recent U.S. Department of Housing and Urban Development (HUD) Comprehensive Housing Affordability Strategy (CHAS), which is an aggregation of ACS data. The income levels of owner-occupied units to renter-occupied units are compared in Table 10. A higher percentage of renter-occupied units are in the low to extremely low-income levels (72.2% combined, outlined in bold) compared to owner- occupied units (44.7% combined, outlined in bold), demonstrating a higher housing cost burden for renters.

**TABLE 10: HOUSING AFFORDABILITY**

INCOME LEVEL	OWNER-OCCUPIED		RENTER-OCCUPIED		TOTAL OCCUPIED HOUSING UNITS	
	UNITS	%	UNITS	%	UNITS	%
Extremely Low (30% or less AMI)	1,530	14.9%	2,730	26.3%	4,260	20.6%
Very Low (30-50% AMI)	1,310	12.8%	2,485	23.9%	3,795	18.4%
Low (50-80% AMI)	1,740	17.0%	2,285	22.0%	4,025	19.5%
Moderate (80-100% AMI)	1,160	11.3%	1,105	10.6%	2,265	11.0%
High (100% or more AMI)	4,530	44.1%	1,775	17.1%	6,305	30.5%
<b>Total</b>	<b>10,265</b>	<b>100%</b>	<b>10,385</b>	<b>100%</b>	<b>20,650</b>	<b>100%</b>

Source: HUD CHAS data, 2013-2017

Note: Outlines indicate low to extremely low-income levels.

## 5. PHYSICAL ACTIVITY

Residents of DACs are often more likely to experience negative health outcomes. Increased physical activity levels are associated with a decreased risk for numerous health conditions and chronic illnesses. The built environment in DACs can often be limited by land use planning and lack of investment, leaving less opportunities for formal and informal physical activity. Increasing the opportunity for physical activity within a community can work to positively impact the physical health of residents living in DACs.

This section summarizes the use of active transportation modes and the state and distribution of pedestrian and bicycle facilities and facilities conducive to physical activity in the City’s DACs.

### ACTIVE TRANSPORTATION USE

Data from the 2019 American Community Survey (ACS) about commuting transportation modes for each of Gardena’s census tracts compared to the City and County overall is provided in Table 11. Active transportation modes include walking and biking, while powered transportation modes include driving alone, carpooling, public transit, and taxicab, motorcycle, or other means. Data about active transportation use during daily commutes is one indicator of physical activity levels. Increasing opportunities for active transportation within a city can yield several positive health benefits, including mortality risk reduction, disease prevention, cardiorespiratory fitness, and metabolic health, and can also help improve the overall health outcomes of DACs.

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TABLE 11: COMMUTING TRANSPORTATION MODES

	Los Angeles County	City of Gardena	6026	6029	6030.01	6030.04	6030.05	6030.06	6031.01	6031.02	6032	6033.01	6033.02	6034	6035	6036
Active Transportation Modes																
Walked	2.7%	2.6%	1.8%	1.3%	4.7%	16.7%	0.5%	3.7%	4.2%	3.6%	2.2%	1.4%	2.6%	0.0%	0.0%	2.4%
Bicycled	0.8%	0.5%	0.0%	0.9%	0.0%	0.0%	0.0%	2.0%	1.1%	0.0%	2.5%	0.5%	0.0%	0.3%	0.6%	0.0%
Total	3.5%	3.1%	1.8%	2.2%	4.7%	16.7%	0.5%	5.7%	5.3%	3.6%	4.7%	1.9%	2.6%	0.3%	0.6%	2.4%
Powered Transportation Modes																
Drove Alone	74.0%	77.1%	83.4%	77.4%	61.9%	58.4%	77.0%	80.6%	76.6%	85.5%	85.7%	76.7%	78.1%	78.3%	79.4%	81.6%
Carpooled	9.5%	11.0%	7.1%	8.7%	20.9%	20.7%	12.4%	3.2%	7.4%	4.3%	3.8%	13.4%	13.1%	11.9%	11.5%	11.1%
Public Transit	5.8%	3.5%	2.6%	6.9%	5.7%	2.2%	5.1%	6.0%	0.6%	2.7%	2.8%	0.7%	3.6%	5.7%	1.4%	1.1%
Taxicab, Motorcycle, or Other Means	1.6%	1.8%	1.8%	1.4%	4.0%	0.6%	4.3%	2.3%	0.0%	0.0%	0.0%	2.7%	0.6%	1.3%	2.9%	0.4%
Total	90.9%	93.4%	94.9%	94.4%	92.5%	81.9%	98.8%	92.1%	84.6%	92.5%	92.3%	93.5%	95.4%	97.2%	95.2%	94.2%

Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: S0801  
Note: Statistics on residents who work from home are not included. DAC census tracts are outlined in bold.

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Overall, the City of Gardena uses active transportation modes slightly less (3.1%) than the County (3.5%). Only 2.6% of Gardena commuters reported walking to work and 0.5% reported riding a bike to work. Most Gardena commuters drove to work alone (83.4%).

Six DAC tracts have higher rates of commuters who walk and/or bike to work than both the City and County overall. DAC tract 6030.04, located in the central eastern area of the City, has a notably higher percentage of commuters who walk to work (16.7%). This census tract also has a high rate of households without access to a vehicle. DAC tract 6030.06, located in the central area, has the second highest percentage at 5.6%, and also has a high rate of households without access to a vehicle. DAC tract 6030.01, located in the central eastern area, has the highest rate of households without access to a vehicle, and is tied with DAC tract 6032, located in the southernmost area, for the third highest percentage of commuters who walk and/or bike to work at 4.7%. Interestingly, tract 6032 has a lower percentage of households without access to a vehicle than the City.

### FACILITIES CONDUCIVE TO PHYSICAL ACTIVITY

The City is home to 11 parks and recreation facilities. A list of the parks and their amenities, including facilities for physical activity, and whether the parks are in a DAC is included in Table 12. As previously mentioned, seven out of the City's 10 parks and recreation facilities are evenly distributed in DACs throughout the community, though there are six DACs notably void of parks and other community facilities, including tracts 6029, 6030.01, 6030.04, 6033.02, 6032, and 6031.01. All census tracts in Gardena are within the ¼-mile or ½-mile buffer areas of multiple parks located either within or adjacent to the City as shown in Figure 6.





**TABLE 12: CITY OF GARDENA PARKS AND RECREATION FACILITIES**

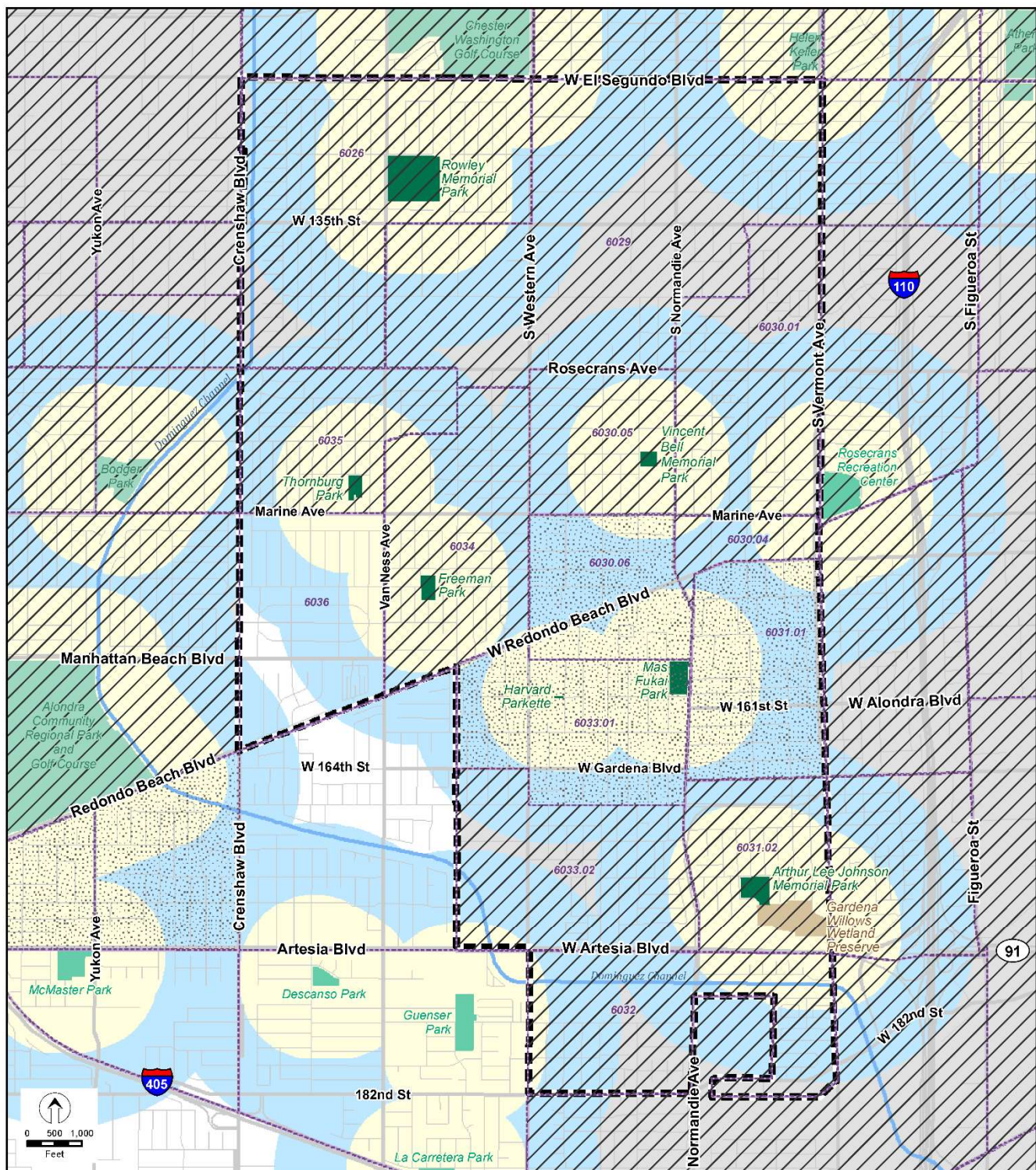
<b>PARK</b>	<b>ADDRESS</b>	<b>AMENITIES</b>	<b>CENSUS TRACT</b>
Arthur Lee Johnson Memorial Park	1200 West 170th Street	Picnic shelter, basketball court, tennis court, skate park, playground, multi-use turf, restrooms	<b>6031.02</b>
Vincent Bell Memorial Park	14708 South Halldale Ave.	Picnic shelter, softball/baseball diamond, playground, soccer court, multi-use turf, restrooms	<b>6030.05</b>
Freeman Park	2100 West 154th Place	Picnic shelter, softball/baseball diamond, basketball court, tennis court, playground, multi-use turf, restrooms	<b>6034</b>
Gardena Willows Wetland Preserve	1202 W. 170th St.	Walking trail, overlook deck, ZigZag bridge, restrooms	<b>6031.02</b>
Mas Fukai Park	15800 South Brighton Ave.	Picnic shelter, softball/baseball diamonds, basketball courts, playground, multi-use turf, community center, restrooms	<b>6033.01</b>
Nakaoka Community Center	1670 West 162nd Street	Auditorium, restrooms	<b>6033.01</b>
Rowley Park & Gymnasium	13220 S. Van Ness Ave.	Picnic shelter, softball/baseball diamond, basketball courts, tennis courts, playground, multi-use turf, walking loops, skate park, multi-sport gymnasium, restrooms	<b>6026</b>
Rush Gymnasium	1651 West 162nd Street	Multi-sport gymnasium	<b>6033.01</b>
Thornburg Park	2320 West 149th Street	Picnic shelter, softball/baseball diamond, playground, basketball courts, handball court, multi-use turf, community center, restrooms	<b>6035</b>
Harvard Parkette	160th St./Harvard Blvd.	Playground and multi-use turf	<b>6033.01</b>

Source: <https://www.cityofgardena.org/gardena-facilities-2/>

Note: DACs are in bold text.



**FIGURE 6: PARK BUFFERS**



**Legend**

- Gardena City Boundary
- Census Tract
- SB535 Disadvantaged Community
- AB1550 Low-Income Community Proximate to a Disadvantaged Community
- Gardena City Park
- Wetland Preserve
- Other City Parks (Torrance and City of Los Angeles)
- County Park
- Quarter-Mile Park Buffer
- Half-Mile Park Buffer

CITY OF GARDENA  
ENVIRONMENTAL JUSTICE ELEMENT

**Figure 6. Park Buffers**

Sources: Los Angeles County GIS; Google Maps; California OEHHA. Map date: July 2, 2021.

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

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## 6. COMMUNITY ENGAGEMENT

An important aspect of planning for environmental justice is the development of effective policies and programs that enable all residents to participate in local decision making. DACs can often be excluded from decision-making when officials and policies do not focus on involving these communities in a strategic manner. SB 1000 emphasizes that community engagement must be promoted in a local jurisdiction through the development of objectives and policies that seek to specifically involve residents of DACs. By engaging DACs in decision-making processes, policymakers can effectively meet the needs of these community members. DACs often have culturally specific needs, distinct from those of the general population, that must be made a priority within local policy to achieve community success. The US EPA Environmental Justice Policy requires the “... meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.” The establishment of appropriate opportunities for those who are low-income, minorities, and linguistically isolated to engage in local decision making will help identify and resolve environmental justice issues. In addition, community programs that address the needs of DACs are critical to achieving environmental justice for these communities within a city.

The following section outlines the recommended approach to community engagement in development of the Environmental Justice Element.

### RECOMMENDED COMMUNITY ENGAGEMENT APPROACH

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#### STAKEHOLDER OUTREACH

- Identify and reach out to key stakeholders such as community groups and leaders who are focused on environmental justice issues within DACs to see how they would like to participate.

#### INFORMATION SHARING

- Share project information on the City’s existing website.
- Post project milestones on existing social media platforms, including the City’s Nextdoor, Instagram, Facebook, and Twitter pages.

#### OPPORTUNITIES FOR INPUT

- **Environmental Justice Focus Group**
  - Forming a focus group specifically related to environmental justice will allow the project team and the City to engage in more specific discussions than could occur at public workshops and open houses. The group will discuss key environmental justice and community health and wellness issues facing Gardena. Members can include key stakeholders identified above as well as regional agencies and nonprofit representatives, representative from the City, school district, and other local and regional stakeholders. Group meetings can take place in-person or digitally.
- **Community Workshop**
  - Host a workshop to gather community feedback on environmental justice priorities. This workshop may be virtual.
  - Summarize the results in a brief report and policy documents as appropriate.

- **Online Survey**
  - Host an online survey in multiple languages to gather community feedback on environmental justice priorities.
- **In-Person Community Open House**
  - After stakeholder input from the Environmental Justice Focus Group, workshop, and online survey have been incorporated into a Draft Environmental Justice Element, make it available online for public review.
  - As pandemic conditions allow, supplement the virtual community workshop with an in-person open house where attendees can learn about the Draft Environmental Justice Element.
  - The public can provide comments on the draft document which will be summarized and shared with the Planning Commission and City Council.

The following sections summarize the levels of civic engagement as measured by voter registration and turnout, and demographics that may influence community and civic engagement in Gardena's DACs. This information may help inform the community engagement process described above.

## LEVELS OF CIVIC ENGAGEMENT

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It is important to start with a baseline analysis of a community's existing level of civic engagement to estimate how likely residents are to participate. The primary means of measuring a community's level of civic engagement is the assessment of voter participation. This includes the percentage of voting age residents registered to vote and the percentage of registered voters who cast ballots. A summary of both metrics for Gardena and Los Angeles County is included below. Both the voter registration rate and voter turnout rate for Gardena are lower than the County.

### VOTER REGISTRATION AND TURNOUT FOR 2020 PRESIDENTIAL ELECTION

#### **Los Angeles County**<sup>7</sup>

- Eligible to vote: 6.1 million
- Registered: 5.8 million
- Voter registration rate: **95.1%**
- Votes cast in 2020 presidential election: 4.3 million
- Voter turnout rate: **74.1%**

#### **City of Gardena**

- Eligible to vote<sup>8</sup>: 38,525
- Registered<sup>9</sup>: 36,501
- Voter registration rate: **94.7%**
- Votes cast in 2020 presidential election<sup>10</sup>: 26,099
- Voter turnout rate<sup>11</sup>: **71.5%**

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<sup>7</sup> Source: <http://www.laalmanac.com/election/el02.php>

<sup>8</sup> Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP05

<sup>9,10,11</sup>Source: [https://lavote.net/docs/rccc/svc/4193\\_Community.pdf?v=5](https://lavote.net/docs/rccc/svc/4193_Community.pdf?v=5)

## DEMOGRAPHICS THAT MAY INFLUENCE CIVIC ENGAGEMENT

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Certain demographic categories can help predict a community's likely level of civic engagement. This section assesses four demographic categories: resident age, language spoken at home, educational attainment, and race/ethnicity. The assessments are based upon tables that compare the demographic categories at the County, City, and DAC tract levels.

### RESIDENT AGE

Age distribution can help predict the likelihood of a community participating in civic activities and identify constraints associated with engaging different members of the community. A disproportionately high percentage of residents under the age of 18 suggests the significant presence of families. Parents of minors are generally busy raising their children, making them less likely to participate in civic activities. Encouraging the use of virtual outreach tools, such as social media and online surveying, and outreach approaches at other community events, such as farmers markets, fairs, and sporting events, can help increase participation among this group. Conversely, a disproportionately high percentage of seniors, a group that generally has fewer commitments and less time constraints, suggests that the community may participate in conventional civic activities at a higher rate. Because seniors are less familiar with technology than their younger counterparts, the group is less likely to utilize virtual outreach tools. However, patterns of civic participation are changing significantly as a result of the COVID-19 pandemic. Populations previously reluctant to use online methods of communication are now more aware and comfortable with these tools, presenting new opportunities to engage all members of the community.

As reflected by Table 13, Gardena's residents are somewhat older than the County as a whole. Only DAC tracts 6029 and 6030.05 are younger than the County as a whole, while the remaining DAC tracts are older than the County as a whole. The City's only tract that does not qualify as a DAC is older compared to the County.

**TABLE 13: RESIDENT AGE**

LOCATION	TOTAL POPULATION	AGE					
		UNDER 18 YEARS		18 TO 64 YEAR		65 YEARS AND OVER	
		NUMBER	%	NUMBER	%	NUMBER	%
Los Angeles County	10,081,570	2,217,945	22.0%	1,435,011	64.70%	1,340,849	13.3%
City of Gardena	59,709	11,643	19.5%	7,417	63.70%	10,031	16.8%
CENSUS TRACTS							
<b>6026</b>	8,118	1,469	18.1%	882	60.00%	1,778	21.9%
<b>6029</b>	4,443	1,106	24.9%	732	66.20%	395	8.9%
<b>6030.01</b>	7,498	1,507	20.1%	965	64.00%	1,192	15.9%
<b>6030.04</b>	1,549	222	14.3%	139	62.90%	353	22.8%
<b>6030.05</b>	5,928	1,589	26.8%	1,041	65.50%	456	7.7%
<b>6030.06</b>	1,898	338	17.8%	230	68.10%	268	14.1%
<b>6031.01</b>	4,139	799	19.3%	527	66.00%	608	14.7%
<b>6031.02</b>	3,664	692	18.9%	421	60.80%	744	20.3%
<b>6032</b>	3,394	506	14.9%	312	61.60%	798	23.5%
<b>6033.01</b>	3,617	633	17.5%	401	63.40%	691	19.1%
<b>6033.02</b>	4,048	591	14.6%	378	63.90%	870	21.5%
<b>6034</b>	4,113	835	20.3%	520	62.30%	716	17.4%
<b>6035</b>	3,042	602	19.8%	387	64.30%	484	15.9%
6036	4,258	766	18.0%	503	65.60%	698	16.4%

Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: S0101

Note: DACs are in bold text.

### LANGUAGE ACCESS

Language is a critical signifier of a population's likely participation in civic activities. Non- native English speakers, and especially those individuals with limited English fluency, are less likely to participate in civic activities. Translation services are critical to reaching and actively communicating with these individuals. In addition, the metric of households who speak languages other than English can help identify the cultural diversity of a community. Civic activities, and the venues where they take place, can be tailored to accommodate the cultural preferences of individual racial, ethnic, and religious groups.

As identified by Table 14, the majority of households in Gardena (54%) speak a language other than English. More than half of households in 12 census tracts speak a language other than English (outlined in bold), and the most common language spoken is Spanish, followed by various Asian and Pacific Islander languages. Nearly 25% of Gardena's population is Asian, with the following breakdown of total population: Asian Indian: 0.5%, Chinese: 1.7%, Filipino: 4.3%, Japanese: 7.7%, Korean: 5.6%, Vietnamese: 3.3%, and Other Asian: 1.8%.<sup>12</sup> Based on these percentages we can infer that Japanese is the most common Asian language spoken, followed by Korean, Tagalog, and Vietnamese.

<sup>12</sup> Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP05

**TABLE 14: LANGUAGES SPOKEN AT HOME**

LOCATION	POPULATION 5 YEARS AND OVER	ENGLISH ONLY HOUSEHOLD	OTHER LANGUAGE SPOKEN AT HOME	LANGUAGES SPOKEN OTHER THAN ENGLISH			
				SPANISH	OTHER INDO- EUROPEAN	ASIAN AND PACIFIC ISLANDER	OTHER
		NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER
		%	%	%	%	%	%
Los Angeles County	9,470,085	4,111,587	5,358,498	3,716,660	503,528	1,032,901	105,409
		43.4%	56.6%	39.2%	5.3%	10.9%	1.1%
City of Gardena	56,381	25,912	30,468	18,792	937	9,809	931
		46.0%	54.0%	33.3%	1.7%	17.4%	1.7%
<b>6026</b>	7,660	5,569	2,091	1,239	224	379	249
		72.7%	27.3%	16.2%	2.9%	4.9%	3.3%
<b>6029</b>	4,157	965	3,192	2,966	2	215	9
		23.2%	76.8%	71.3%	0.0%	5.2%	0.2%
<b>6030.01</b>	7,084	3,082	4,002	2,611	29	1,107	255
		43.5%	56.5%	36.9%	0.4%	15.6%	3.6%
<b>6030.04</b>	1,464	595	869	321	32	494	22
		40.6%	59.4%	21.9%	2.2%	33.7%	1.5%
<b>6030.05</b>	5,550	2,794	2,756	2,076	113	450	117
		50.3%	49.7%	37.4%	2.0%	8.1%	2.1%
<b>6030.06</b>	1,809	875	934	465	0	469	0
		48.4%	51.6%	25.7%	0.0%	25.9%	0.0%
<b>6031.01</b>	3,926	1,852	2,074	1,213	46	803	12
		47.2%	52.8%	30.9%	1.2%	20.5%	0.3%
<b>6031.02</b>	3,442	1,323	2,119	1,349	13	721	36
		38.4%	61.6%	39.2%	0.4%	20.9%	1.0%
<b>6032</b>	3,255	1,402	1,853	1,018	123	712	0
		43.1%	56.9%	31.3%	3.8%	21.9%	0.0%
<b>6033.01</b>	3,415	1,246	2,169	883	36	1,242	8
		36.5%	63.5%	25.9%	1.1%	36.4%	0.2%
<b>6033.02</b>	3,840	1,385	2,455	1,249	0	1,188	18
		36.1%	63.9%	32.5%	0.0%	30.9%	0.5%
<b>6034</b>	3,846	1,757	2,089	1,320	58	623	88
		45.7%	54.3%	34.3%	1.5%	16.2%	2.3%
<b>6035</b>	2,864	1,127	1,737	1,024	47	558	108
		39.4%	60.6%	35.8%	1.6%	19.5%	3.8%
6036	4,069	1,940	2,129	1,058	214	848	9
		47.7%	52.3%	26.0%	5.3%	20.8%	0.2%

Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: S1601

Note: DACs are in bold text.



## EDUCATIONAL ATTAINMENT

Educational attainment is a strong signifier of a population's likely participation in civic activities. Higher educational attainment generally correlates with increased civic participation. This is reflective of individuals with less educational attainment experiencing underemployment circumstances, such as working for less than a living wage and/or on a part-time basis. This may require individuals to seek out additional employment, reducing the time that they can commit to civic activities. In addition, individuals with lower educational attainment generally make less money. Those individuals who cannot afford to own or otherwise have limited access to an automobile, may be unable to attend civic events. This may also be reflective of individuals with less educational attainment lacking the sufficient literacy level and/or a formal education in civics and government to feel comfortable participating in civic matters.

As seen in Table 15, more of Gardena's residents and the census tracts' populations have a high school diploma or equivalent and at least some college or an Associate's degree than on the countywide level. Only three census tracts have a higher percentage of residents with a Bachelor's degree or higher than the County, however (outlined in bold). Within DACs, residents who did not complete high school or only obtained a high school degree are of greatest concern. DAC tract 6029 has the highest percentage of residents (38.5%) with less than a high school education (outlined in bold).

**TABLE 15: EDUCATIONAL ATTAINMENT**

LOCATION	TOTAL POPULATION (25+ YEARS)	LESS THAN A HIGH SCHOOL GRADUATE		HIGH SCHOOL GRADUATE (OR EQUIVALENT)		SOME COLLEGE OR ASSOCIATE'S DEGREE		BACHELOR'S DEGREE OR HIGHER	
		NUMBER	%	NUMBER	%	NUMBER	%	NUMBER	%
Los Angeles County	6,886,895	1,437,059	20.9%	1,419,449	20.6%	1,789,308	26.0%	2,241,079	32.5%
City of Gardena	43,538	7,658	17.6%	10,932	25.1%	13,893	31.9%	11,055	25.4%
<b>6026</b>	6,244	770	12.4%	1,475	23.6%	2,533	40.6%	1,466	23.5%
<b>6029</b>	2,859	1,101	<b>38.5%</b>	867	30.3%	645	22.6%	246	8.6%
<b>6030.01</b>	5,299	1,126	21.3%	1,441	27.2%	1,566	29.6%	1,166	22.0%
<b>6030.04</b>	1,198	197	16.5%	307	25.6%	372	31.1%	322	26.9%
<b>6030.05</b>	3,840	681	17.7%	1,149	29.9%	1,353	35.3%	657	17.1%
<b>6030.06</b>	1,435	71	4.9%	392	27.3%	551	38.4%	421	29.3%
<b>6031.01</b>	2,996	317	10.6%	767	25.6%	991	33.1%	921	30.7%
<b>6031.02</b>	2,797	599	21.4%	732	26.2%	829	29.6%	637	22.8%
<b>6032</b>	2,593	188	7.3%	706	27.2%	630	24.3%	1,069	<b>41.2%</b>
<b>6033.01</b>	2,806	446	15.9%	604	21.5%	937	33.4%	819	29.2%
<b>6033.02</b>	3,106	544	17.5%	741	23.9%	795	25.6%	1,026	<b>33.0%</b>
<b>6034</b>	2,865	517	18.0%	633	22.1%	774	27.0%	941	<b>32.8%</b>
<b>6035</b>	2,200	490	22.3%	504	22.9%	769	35.0%	437	19.9%
6036	3,300	611	18.5%	614	18.6%	1,148	34.8%	927	28.1%

Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: S1501

Note: Data is for residents aged 25 years and over. DACs are in bold text.

## RACE/ETHNICITY

Numerous studies have shown that race and ethnicity are important predictors of civic engagement, and that whites are more likely to be civically engaged than other groups.<sup>13</sup> Additionally, it is essential to consider the racial make-up of a community when evaluating environmental justice because race is known to correlate with disproportionate environmental burdens. In studies exploring the roles of both race and income, race was determined to be the stronger predictor of exposure to environmental hazards.<sup>14</sup>

The majority race in the County, City, and each census tract, as well as where Hispanic or Latino residents are more than 50% of the population is outlined in bold in Table 16. The majority race in the City of Gardena is almost evenly split between Asian and White. The Asian population is higher in the City (24.9%) than the County (14.6%), while the White population is lower in the City (24.6%) than the County (51.3%). A smaller percentage of the City (39.3%) is Hispanic or Latino than the County (48.5%), although DAC tract 6029 has a notably higher percentage (76.1%) than both the City and County. There is a larger Black or African American population in the City (22.5%) than in the County (8.1%), and DAC census tracts 6026 and 6030.01 are majority Black or African American. DAC census tracts 6029 and 6030.05 are majority some other race.



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<sup>13</sup> For example, see Foster-Bey, J. (2008, December). *CIRCLE Working Paper #62: Do Race, Ethnicity, Citizenship and Socio-economic Status Determine Civic-Engagement?* Retrieved from <https://files.eric.ed.gov/fulltext/ED505266.pdf>

<sup>14</sup> Luke Cole, director, California Rural Legal Assistance Foundation, Testimony, February Hearing Transcript, p. 16; Luke W. Cole and Shelia R. Foster, *From the Ground Up: Environmental Racism and the Rise of the Environmental Justice Movement* (New York University Press, 2001), pp. 54–55, 167–83.

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**TABLE 16: RACE/ETHNICITY**

LOCATION	WHITE	BLACK OR AFRICAN AMERICAN	AMERICAN INDIAN AND ALASKAN NATIVE	ASIAN	NATIVE HAWAIIAN AND OTHER PACIFIC ISLANDER	SOME OTHER RACE	TWO OR MORE RACES	HISPANIC OR LATINO (OF ANY RACE)
	%	%	%	%	%	%	%	%
Los Angeles County	51.3%	8.1%	0.7%	14.6%	0.3%	21.0%	4.0%	48.5%
City of Gardena	24.6%	22.5%	0.6%	24.9%	1.2%	21.3%	4.8%	39.3%
<b>6026</b>	12.3%	62.9%	0.0%	3.4%	5.3%	8.3%	7.8%	17.0%
<b>6029</b>	27.8%	13.8%	0.9%	5.2%	0.0%	48.2%	4.0%	76.1%
<b>6030.01</b>	18.4%	30.2%	1.3%	23.7%	0.0%	24.7%	1.8%	42.6%
<b>6030.04</b>	16.7%	27.4%	0.0%	38.2%	0.0%	17.3%	0.5%	29.6%
<b>6030.05</b>	15.2%	30.5%	0.0%	18.4%	0.0%	32.2%	3.7%	42.5%
<b>6030.06</b>	27.9%	6.0%	1.2%	42.1%	0.0%	19.4%	3.4%	38.6%
<b>6031.01</b>	34.7%	14.3%	0.0%	28.3%	0.4%	14.6%	7.6%	42.0%
<b>6031.02</b>	28.6%	14.5%	0.2%	28.7%	0.0%	23.1%	4.9%	45.9%
<b>6032</b>	22.2%	12.8%	0.0%	36.9%	0.0%	24.7%	3.4%	34.4%
<b>6033.01</b>	19.2%	3.8%	2.6%	47.6%	0.0%	18.8%	8.0%	31.6%
<b>6033.02</b>	26.8%	6.2%	1.5%	43.2%	0.0%	18.5%	3.9%	37.1%
<b>6034</b>	29.7%	11.1%	0.0%	26.1%	6.1%	20.5%	6.5%	40.0%
<b>6035</b>	40.8%	11.5%	0.0%	24.6%	0.3%	17.9%	4.9%	47.1%
6036	45.0%	8.8%	1.6%	31.4%	0.0%	9.2%	4.1%	35.2%

Source: United States Census Bureau, 2019 American Community Survey 5-Year Estimates, Table ID: DP05

Note: DACs are in bold text.

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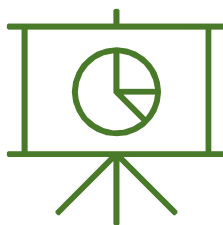
## 7. IMPROVEMENTS AND PROGRAMS ADDRESSING THE NEEDS OF DACs

An integral component of Environmental Justice planning is proactively prioritizing projects and investments that directly benefit DACs. These communities may have specific needs that are distinct from those of the greater community, which may require taking special actions to help improve existing conditions in DACs, such as placing limits on new developments to compensate for already high pollution burdens. These kinds of actions may not be applicable across the entire City but may be needed due to the special circumstances DACs face.

DACs are often overlooked regarding public investments and development of new amenities, and delayed investments and programs can significantly prolong inequalities. Prioritizing DACs for future investment would help community benefits and programs get implemented in timely fashion. Additionally, identifying and prioritizing improvements and programs for DACs may also help the City obtain grants and/or other public funding that is targeted for DACs.

The UC Davis Center for Regional Change and Rabobank, N.A. partnered to develop the Regional Opportunity Index (ROI) intended to help understand social and economic opportunity in California's communities. The goal of the ROI is to help target resources and policies toward people and places with the greatest need to foster thriving communities. The ROI integrates six topics, including civic life, health/environment, mobility/transportation, housing, economy, and education, and maps areas of potential investment by identifying specific areas of urgent need and opportunity. The ROI relies on many of the same data sources already analyzed in this report, such as the American Community Survey (ACS), but also includes additional data sources such as the Longitudinal Employer-Household Dynamics (LEHD) Origin-Destination Employment Statistics (LODES) data, the California Department of Education, and the California Department of Public Health. All data points used in the ROI are from 2014.

The tool analyzes different indicators for each of the six topics, as summarized in Table 17 below. There are two types of indicators: **people-based** indicators illustrate the relative measure of **people's** assets in the six topics, while the **place-based** indicators illustrate the relative measure of a **place's** assets in those same topics, minus mobility/transportation.



**TABLE 17: REGIONAL OPPORTUNITY INDEX (ROI) TOPICS AND INDICATORS**

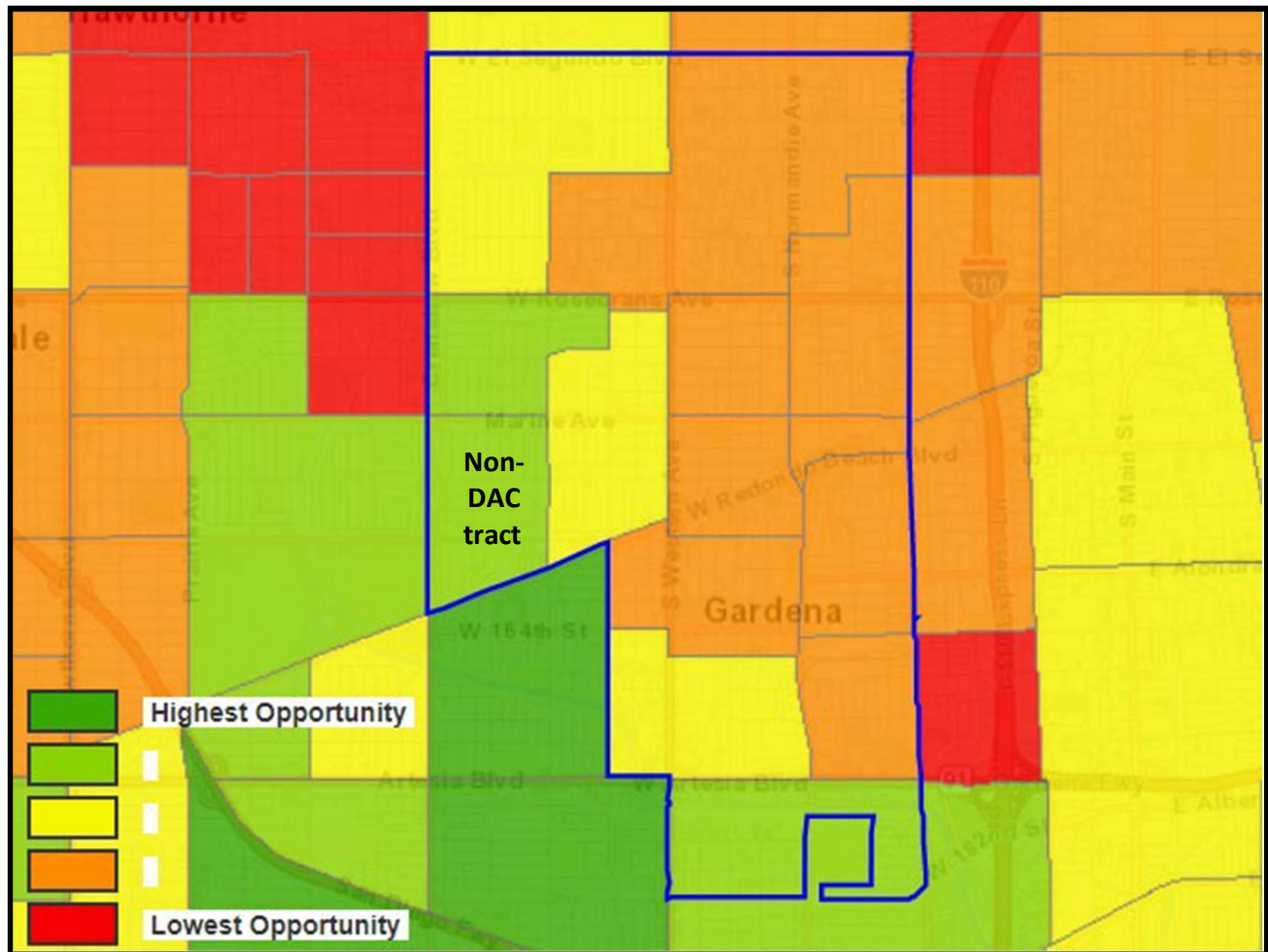
TOPICS	PEOPLE-BASED INDICATORS	PLACE-BASED INDICATORS
Civic Life	<ul style="list-style-type: none"> <li>English Speakers</li> <li>Voting Rates</li> </ul>	<ul style="list-style-type: none"> <li>Neighborhood Stability</li> <li>US Citizenship</li> </ul>
Health/Environment	<ul style="list-style-type: none"> <li>Years of Life Lost</li> <li>Births to Teens</li> <li>Infant Health</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality</li> <li>Health Care Availability</li> <li>Access to Supermarket</li> <li>Prenatal Care</li> </ul>
Mobility/Transportation	<ul style="list-style-type: none"> <li>Internet Access</li> <li>Commute Time</li> <li>Vehicle Availability</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
Housing	<ul style="list-style-type: none"> <li>Housing Cost Burden</li> <li>Homeownership</li> </ul>	<ul style="list-style-type: none"> <li>Housing Affordability</li> <li>Housing Adequacy</li> </ul>
Economy	<ul style="list-style-type: none"> <li>Minimum Basic Income</li> <li>Employment Rate</li> </ul>	<ul style="list-style-type: none"> <li>Bank Accessibility</li> <li>Job Quality</li> <li>Job Growth</li> <li>Job Availability</li> </ul>
Education	<ul style="list-style-type: none"> <li>Elementary School Truancy</li> <li>English Proficiency</li> <li>Math Proficiency</li> <li>College Educated Adults</li> </ul>	<ul style="list-style-type: none"> <li>High School Discipline rate</li> <li>Teacher Experience</li> <li>UC/CSU Eligible</li> <li>High School Graduation Rate</li> </ul>

Source: UC Davis Center for Regional Change, 2020

The tool ranks each census tract in terms of highest opportunity to lowest opportunity levels. Highest opportunity tracts, represented by green in the maps, indicate that conditions are good across the indicators; while lowest opportunity tracts, represented by red in the maps, indicate that improvements need to be made. Gardena has mostly lower- or average- opportunity census tracts throughout the City, with people-based opportunities generally scoring better than place-based opportunities. The ROI topics and indicators with low levels of opportunity which make them ripe for focused public investments are discussed in further detail below. It will be important for the City to consider the lower opportunity ROI topics and indicators within DAC census tracts when reviewing and establishing policies and programs and directing investments.

In terms of **people-based** assets presented in Figure 7 and Table 18, there are eight DAC census tracts, mostly located east of Western Ave., with lower levels of opportunity (shown in orange). Only two DAC tracts in the City have higher opportunity levels (shown in light green), while the remaining DAC tracts have average opportunities (shown in yellow). Civiclife (comprised of English speakers and voting rates) and housing (comprised of housing cost burden and homeownership) are the two most common recurring topics among orange and yellow tracts.

**FIGURE 7: PEOPLE-BASED OPPORTUNITIES**



Source: UC Davis Center for Regional Change, 2020 (using 2014 data points)



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**TABLE 18: PEOPLE-BASED REGIONAL OPPORTUNITY INDEX (ROI) DAC CENSUS TRACTS**

DAC CENSUS TRACT	OPPORTUNITY LEVEL	HIGHER OPPORTUNITIES	LOWER OPPORTUNITIES
6026	(yellow)	<ul style="list-style-type: none"> <li>• Civic Life</li> </ul>	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
6029	(orange)	<ul style="list-style-type: none"> <li>• Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Economy</li> <li>• Education</li> </ul>
6030.01	(orange)	<ul style="list-style-type: none"> <li>• Mobility/Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
6030.04	(orange)	<ul style="list-style-type: none"> <li>• Economy</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Education</li> </ul>
6030.05	(orange)	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
6030.06	(orange)	<ul style="list-style-type: none"> <li>• Health/Environment</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
6031.01	(orange)	<ul style="list-style-type: none"> <li>• Economy</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Education</li> </ul>
6031.02	(orange)	<ul style="list-style-type: none"> <li>• Health/Environment</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
6032	(light green)	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Mobility/Transportation</li> </ul>
6033.01	(orange)	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Housing</li> </ul>

DAC CENSUS TRACT	OPPORTUNITY LEVEL	HIGHER OPPORTUNITIES	LOWER OPPORTUNITIES
6033.02	(yellow)	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Economy</li> </ul>
6034	(yellow)	<ul style="list-style-type: none"> <li>• Mobility/Transportation</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> </ul>
6035	(light green)	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Mobility/Transportation</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> </ul>

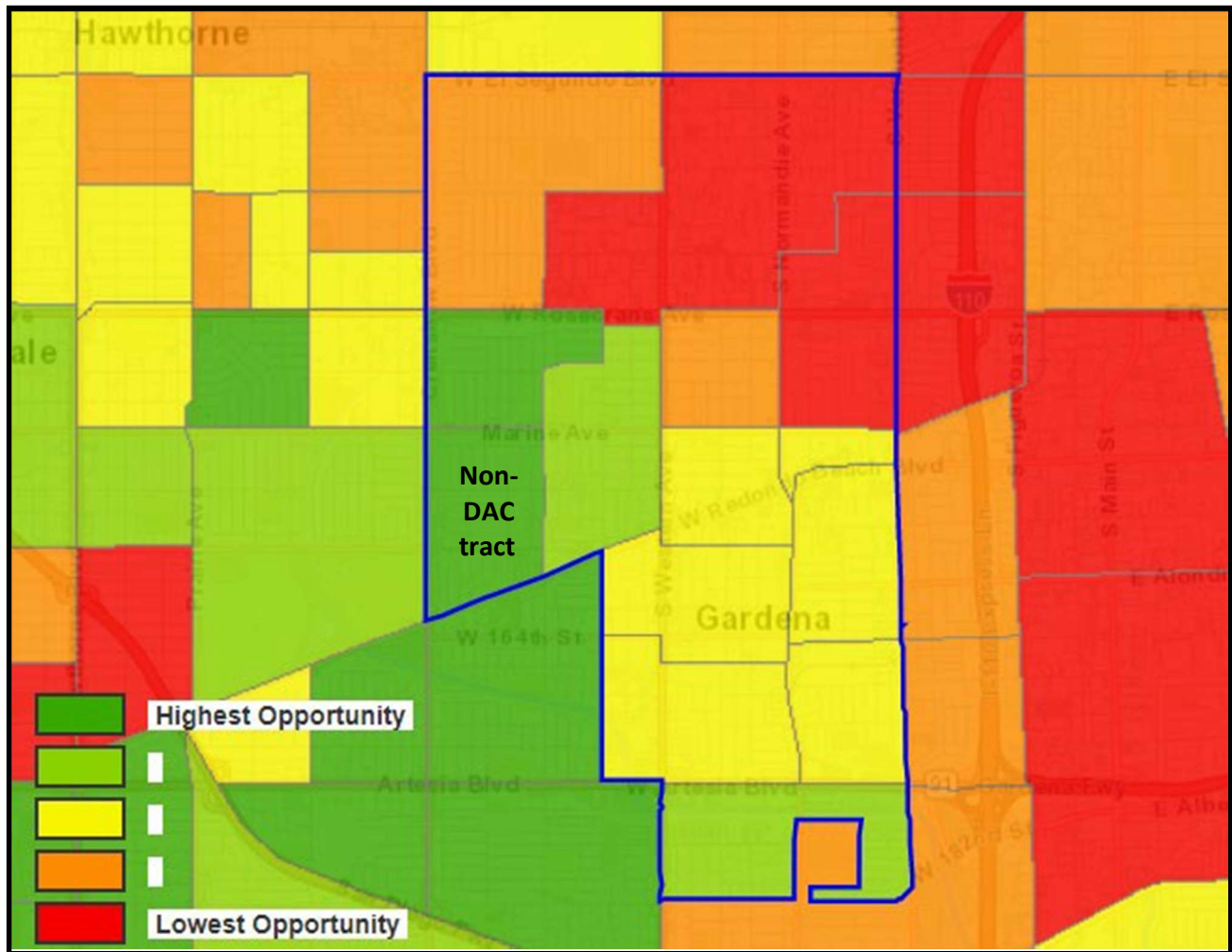
Source: UC Davis Center for Regional Change, 2020 (using 2014 data points)

Note: Non-DAC census tracts are not included

In terms of **place-based** assets presented in Figure 8 and Table 19, there are four DAC census tracts, mostly located north of Marine Ave., with lower levels of opportunity (shown in red and orange). DAC census tracts 6029 and 6030.01 have the lowest levels of opportunity with challenges across all five applicable ROI topics (mobility/transportation is not considered in the place-based analysis). Three DAC tracts in the City have higher opportunity levels (shown in light green and dark green), while the remaining DAC tracts have average opportunities (shown in yellow). Housing (comprised of housing affordability and housing adequacy) and economy (comprised of bank accessibility, job quality, job growth, and job availability) are two most common recurring topics among all orange tracts and yellow tracts.



**FIGURE 8: PLACE-BASED OPPORTUNITIES**



Source: UC Davis Center for Regional Change, 2020 (using 2014 data points)

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**TABLE 19: PLACE-BASED REGIONAL OPPORTUNITY INDEX (ROI) DAC CENSUS TRACTS**

DAC CENSUS TRACT	OPPORTUNITY LEVEL	HIGHER OPPORTUNITIES	LOWER OPPORTUNITIES
<b>6026</b>	<b>(orange)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6029</b>	<b>Lowest Opportunity (red)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
<b>6030.01</b>	<b>Lowest Opportunity (red)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>
<b>6030.04</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6030.05</b>	<b>(orange)</b>	<ul style="list-style-type: none"> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6030.06</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6031.01</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6031.02</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6032</b>	<b>(light green)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> </ul>
<b>6033.01</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6033.02</b>	<b>(yellow)</b>	<ul style="list-style-type: none"> <li>• Health/Environment</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Housing</li> <li>• Economy</li> </ul>
<b>6034</b>	<b>(light green)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• Housing</li> </ul>
<b>6035</b>	<b>Highest Opportunity (dark green)</b>	<ul style="list-style-type: none"> <li>• Civic Life</li> <li>• Health/Environment</li> <li>• Housing</li> <li>• Economy</li> <li>• Education</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>

Source: UC Davis Center for Regional Change, 2020 (using 2014 data points)

Note: Non-DAC census tracts are not included

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# Implementation Program

**Gardena General Plan 2006, updated February 2022**

The City of Gardena General Plan 2006 establishes the foundation and policy framework in guiding Gardena into the future. The General Plan establishes goals and specific policies related to community development, resources and safety. The Implementation Program section of the General Plan outlines specific actions that will be necessary to put the policies contained in the General Plan into practice. The Implementation Program has been updated to reflect changes made in 2022 and should continue to be updated as often as deemed necessary to ensure that it reflects the City's implementation and strategic priorities and resources.

The responsible agencies or City departments for each action have been identified, along with the recommended time frame and funding source. Implementation time frames set forth are based upon current and anticipated resource availability and should be reviewed to incorporate changing conditions.

Implementation time frames are assigned as follows:

## **1-3 Years:**

- No programs currently in place to begin implementing policy.
- Time sensitivity, with potential consequences for significant lost opportunities, if not implemented immediately.

## **3-5 Years:**

- Some existing programs can function as temporary placeholder for policy implementation.
- Resources not likely to be available immediately.

## **5+ Years:**

- Programs already in place to implement policy, and programs are considered generally adequate.
- Dependent upon other implementation programs being in place first (i.e. need to implement incrementally).
- Requires fiscal resources/capital commitments not likely to be available in the short run.



## Implementation Program

Action	Funding Source	Responsible Agency	Time Frame
<b>LAND USE PLAN</b>			
<b>LU Action 1: Maintain, Preserve and Rehabilitate Residential Neighborhoods</b>  Continue to promote programs such as the City's Handy-Worker Fix Up Program, Light Housing Rehabilitation Program, Section 8 Rental Assistance Program, and Preservation of At Risk Housing.	Federal & State Funds	City Manager	5+ yrs.
<b>LU Action 2: Revise and Enforce the Zoning Ordinance</b>  Revise development standards within the Zoning Ordinance to reflect and to be consistent with the new General Plan policies, particularly with respect to the introduction of the Mixed-Use Overlay District designation in the Land Use Plan. This will include revision to the Zoning Map to reflect the General Plan Land Use Map. Enforcement of the General Plan and Zoning Ordinance will prohibit incompatible uses and eventually phase out non-conforming uses.	General Fund	Community Development Department	3 – 5 yrs.
<b>LU Action 3: Adopt Specific Plans for Focused Areas</b>  Create joint public/private programs to prepare and implement specific plans for focused areas. These specific plans will support regional-serving commercial development and determine the feasibility of a mixed commercial and residential development in these areas. The focus areas include the Artesia Boulevard corridor and the three areas around the intersections along Rosecrans Avenue at Van Ness, Western, and Normandie Avenues.	Public/Private Partnership/ Grant Funds	Community Development Department	1 – 3 yrs.
<b>LU Action 4: Strengthen the Development Review Process</b>  Strengthen process for standards of development to place more stringent review criteria on infill developments that are adjacent to low-density residential homes. Emphasis should be placed on the use, scale, character, off-street parking, circulation, and design of the project in order to protect existing lower density residential character.	General Fund	Community Development Department	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>LAND USE PLAN (Continued)</b>			
<b>LU Action 5: Provide Quality Open Space in Multi-Family Developments</b>  <i>Require all multi-family developments to provide ample open space, landscaping, recreation facilities, and off-street parking for the health and safety of the residents.</i>	Developer Funds	Community Development Department	3 – 5 yrs.
<b>LU Action 6: Provide Adequate Public Service</b>  <i>Ensure adequate public service and infrastructure, including utilities and sewer, can be provided prior to project approval. Require projects exceeding the capacity of necessary services such as utilities and sewer to provide such services prior to project approval. Collaborate with related agencies to upgrade public infrastructure to meet new needs.</i>	Developer Funds	Community Development Department/ Public Works	1 – 3 yrs.
<b>LU Action 7: Institute Traffic Calming Measures</b>  <i>Identify the residential streets that are affected by cut-through traffic and develop plans to install traffic calming measures.</i>	TBB	Community Development Department/ Public Works/ Police Department	1 – 3 yrs.
<b>LU Action 8: Undertake Program to Promote Mixed-Use</b>  <i>Promote mixed-use development within the Mixed-Use Overlay Zone. Encourage consolidation of lots to provide larger development sites for mixed-use developments. Strictly enforce minimum lot size requirement for all mixed-use developments.</i>	General Fund	Community Development Department	1 – 3 yrs.
<b>LU Action 9: Adopt Parking Standard for Mixed-Use Development</b>  <i>Adopt parking standards specifically for mixed-use developments. All mixed-use projects must provide adequate parking.</i>	General Fund	Community Development Department	1 – 3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>LAND USE PLAN (Continued)</b>			
<b>LU Action 10: Strengthen Landscaping Requirements</b>  Revise the zoning ordinance to strengthen landscaping requirements for commercial and industrial uses. The emphasis should be placed on beautifying street frontage and the frontage abutting a residential use. Encourage property owners to gradually meet the new standard.	General Fund	Community Development Department	3 – 5 yrs.
<b>LU Action 11: Undertake Programs to Promote Lot Consolidation</b>  Advertise the advantages of lot consolidation and encourage developers to assemble lots into larger sites to provide for modern development.	General Fund	Community Development Department	1 – 3 yrs.
<b>LU Action 12: Identify Strategy to Achieve Balanced Commercial Development standards</b>  Establish a joint-effort plan to approach and promote the City of Gardena to desired business tenants in order to achieve a balanced distribution of commercial services at appropriate locations in the City.	General Fund/Grant Funds	City Manager	1 – 3 yrs.
<b>LU Action 13: Establish Pedestrian Access Standards</b>  Thoroughly review pedestrian amenities of commercial projects during the project review and approval process. Revise development standards and design guidelines to emphasize the provision of safe pedestrian access.	General Fund/Grant Funds	Community Development Department/ Public Works	1 – 3 yrs.
<b>LU Action 14: Phase Out Non-Conforming Uses</b>  Strictly prohibit non-conforming uses from locating in commercial and industrial areas. Strictly prohibit a new non-conforming use from replacing a previous non-conforming use.	General Fund	Community Development Department	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>LAND USE PLAN (Continued)</b>			
<b>LU Action 15: Enforce Parking Regulations</b> <i>Enforce the off-street parking and loading standards mandated by Chapter 18.40 of the municipal code for parking, loading and internal circulation.</i>	General Fund/Fines	Police Department/ Code Enforcement	3 – 5 yrs.
<b>LU Action 16: Continue Rehabilitation Programs</b> <i>Create joint public/private programs for rehabilitation of dilapidated commercial and industrial buildings.</i>	Grant Funds	City Manager	3 – 5 yrs.
<b>LU Action 17: Attract Desirable Commercial Tenants</b> <i>Continue the collaboration between Community Development Department and Economic Development office of the City Manager to identify and promote the City to desirable commercial and industrial tenants that pose minimal adverse impacts on surrounding land uses and are economically beneficial to the City. Provide technical assistance when needed.</i>	Grant Funds	City Manager	3 – 5 yrs.
<b>LU Action 18: Provide Adequate Infrastructure, Utilities, and Public Service</b> <i>Confirm that a development can be served with adequate infrastructure, utilities, and public services prior to project approval to ensure that proposed developments do not exceed the capacity of public and utility services.</i>	Developer Funds	Community Development Department/ Public Works/ State Agencies/ Special Districts	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>LAND USE PLAN (Continued)</b>			
<b>LU Action 19: Fulfill Environmental Regulations</b>  <i>Prior to project approval, verify and require all commercial, industrial, or public developments to meet or exceed local and state requirements pertaining to noise, air, water, seismic safety and other applicable environmental regulations. Require environmental analysis or mitigation measures when necessary.</i>	General Fund	Community Development Department	5+ yrs.
<b>LU Action 20: Mitigate Impacts of Hazardous Materials</b>  <i>Discourage the use of hazardous materials in the City and require mitigation measures when hazardous materials are used.</i>	General Fund	Fire/Community Development Department/ Police Department/ Business License	5+ yrs.
<b>LU Action 21: Require Appropriate Development Impact Fees and Dedications</b>  <i>Ensure that all developers install all required public improvements and provide all required dedications. When applicable, development impact fees shall be justifiably calculated and collected.</i>	General Fund	Community Development Department	3 – 5 yrs.
<b>LU Action 22: Review Existing Single-Family Neighborhoods as Appropriate</b>  <i>Ensure that all existing single-family neighborhoods are protected from inappropriate general plan land use designations.</i>	General Fund	Community Development Department	1 – 3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>ECONOMIC DEVELOPMENT PLAN</b>			
<b>ED Action 1: Diversify and Increase Funding Sources</b>  Pursue diverse funding sources, such as the Community Development Block Grant (CDBG), Neighborhood Initiative Grant, Brownfields Pilot Grant, 108 Loans, Brownfields Economic Development Initiative (BEDI), and other economic development funding sources, to implement the City Economic Development Program.	Grant Funds	City Manager	5+ yrs.
<b>ED Action 2: Monitor and Maintain the Condition of Public Improvements</b>  Conduct periodic surveys of the public infrastructure systems within commercial and industrial areas to identify maintenance and upgrade needs. Maintain public infrastructure in good condition to ensure quality service to commercial and industrial users.	General Fund/Grant Funds	Community Development Department/ Public Works	3 – 5 yrs.
<b>ED Action 3: Conduct Regular Market Analysis Research</b>  Determine the City's retail market by conducting and maintaining research regarding retail leakages. This effort will assist the City in identifying appropriate tenants to serve the day and night time population of in the City. The research will strengthen the City Economic Development Program and improve marketing efforts.	General Fund	City Manager	3 – 5 yrs.
<b>ED Action 4: Maintain a Current Multimedia Marketing Program</b>  Develop a set of marketing tools, including utilization of the City's website and newspaper, as well as publication of articles in various nationwide magazines to invite potential investors and businesses to locate in the City. This program should aggressively develop strategies to attract regional and national tenants. In addition, advertise the City's Mixed-Use Overlay areas to potential investors and highlight the benefits of mixed-use developments.	General Fund/Grant Funds	City Manager	3 – 5 yrs.





Action	Funding Source	Responsible Agency	Time Frame
<b>ECONOMIC DEVELOPMENT PLAN (Continued)</b>			
<p><b>ED Action 5: Maintain a Citywide Development and Business-Monitoring Database</b></p> <p>Provide and maintain a citywide database building on the City's Geographic Information System (GIS) capabilities and other technological resources to monitor trends and activities and provide accurate information to support public and business community's decision making.</p>	General Fund/Grant Funds	Community Developer Director	3 – 5 yrs.
<p><b>ED Action 6: Continue the Brownfield Program</b></p> <p>Continue and expand the Brownfield Program to remediate and redevelop contaminated sites within the City. This program identifies contaminated sites, the cost of cleanup and a strategy for sustainable reuse or development of the site. Currently there are 22 identified Brownfield sites within the City. A key component to this program is on-going community outreach through the Brownfield Community Relations Committee which provides information and receives input on environmental issues in the community.</p>	Grant Funds	City Manager	5+ yrs.
<p><b>ED Action 7: Continue Workshops for Existing Businesses</b></p> <p>Develop joint business workshops with the Southwest Los Angeles County Small Business Development Center (SBDC) for existing and future businesses in the City. Topics shall include marketing, business plan development, human resources, independent contractors and others.</p>	Grant Funds	City Manager	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>ECONOMIC DEVELOPMENT PLAN (Continued)</b>			
<b>ED Action 8: Establish a Small Businesses Assistance Program</b>  Continue to implement commercial rebate program and Micro-Loan program to assist small businesses and start-up companies in the City. Provide technical assistance to existing and potential businesses when needed.	Grant Funds	City Manager	3 – 5 yrs.
<b>ED Action 9: Establish a Business Outreach Program</b>  Establish a formal long-term business outreach program specifically designed to identify expansion possibilities, provide resource materials to the City's business community, conduct business workshops, provide access to lender information, and promote a business friendly atmosphere.	General Fund/ Grant Funds	City Manager	3 – 5 yrs.
<b>ED Action 10: Enforce Seismic and Other Structural Retrofits</b>  Identify and provide assistance to owners of commercial and industrial buildings that do not meet the latest seismic requirements or other Unified Building Code standards.	Grant Funds	Community Development Department	3 – 5 yrs.
<b>ED Action 12: Expand the Rosecrans Revitalization Program</b>  Continue implementation of the Rosecrans Revitalization Program to revitalize the Rosecrans corridor to increase potential revenue, attract new businesses, and create additional employment opportunities for local residents.	Grant Funds	City Manager	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>COMMUNITY DESIGN PLAN</b>			
<b>DS Action 1: Establish a Design Review Board or Process</b>  <i>Establish a Design Review Board that reviews the design of all new buildings and significant renovations in the City. The purpose of the Design Review Board is to carry out all policies, development standards, and design guidelines set forth by the General Plan, the Zoning Ordinance, as well as any Specific Plans. The Design Review Board will consist of a registered architect, a landscape architect and the Community Development Department. This Board will provide recommendations to the Planning Commission.</i>	Developer	Community Development Department	1 – 3 yrs.
<b>DS Action 2: Intensify Code Enforcement</b>  <i>Intensify code enforcement to include greater coverage and perform proactive code enforcement activities. In addition, strictly enforce sign standards in the zoning ordinance through the permit approval process as well as code enforcement actions.</i>	General Fund/Grant Funds	Police Department/ Community Development Department/ Public Works	3 – 5 yrs.
<b>DS Action 3: Establish Entry Monument Signage Program</b>  <i>Identify key entry points of the City and install attractive, permanent entry monument signs to create a welcoming sense of arrival into the City. The entry monument signs shall be designed to reflect the character of the City and be beautified with landscaping.</i>	General Fund/Grant Funds	City Manager	1 – 3 yrs.
<b>DS Action 4: Establish a Citywide Beautification Program</b>  <i>Develop a Citywide Beautification Master Plan to be carried out in the next 15 years. The plan shall target undergrounding of utilities, installation of landscaped medians in major corridors throughout the City, planting of street trees, installation of public art, as well as specific guidelines for all street furniture.</i>	General Fund/Grant Funds	Community Development Department/ Public Works	1 – 3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>COMMUNITY DESIGN PLAN (Continued)</b>			
<p><b>DS Action 5: Establish a Tree Planting Program</b></p> <p><i>In addition to the Citywide Beautification Program, the City shall develop a Street Tree Planting Program that specifically addresses street trees in the City. The City shall conduct a street tree inventory to identify places where trees are needed, select appropriate species of trees to be planted, and develop strategic phasing plan to complete the planting in an on-going process. The Street Tree Planting Program shall complement and be consistent with the Citywide Beautification Program.</i></p>	General Fund/Grant Funds	Public Works/Community Development Department	1 – 3 yrs.
<p><b>DS Action 6: Update Landscape Standards</b></p> <p><i>Update the zoning ordinance to include landscaping standards in all commercial, industrial, and public uses. The emphasis shall be placed on providing landscaping on street frontage to achieve maximum beautification effects. All new commercial, industrial, and public uses shall be required to install sufficient landscaping, while all existing commercial, industrial, and public uses shall be encouraged to meet the new standard.</i></p>	General Fund/Grant Funds	Community Development Department	3 – 5 yrs.
<p><b>DS Action 7: Update Cultural and Historical Survey</b></p> <p><i>Update the 1981 Cultural and Historical Study to identify cultural resources within the City. The study should be used to plan preservation programs for the City's important landmarks and places of historical importance.</i></p>	General Fund/Grant Funds	City Manager	1 – 3 yrs.
<p><b>DS Action 8: Identify Design Requirements for Single-Family Additions/Remodels</b></p> <p><i>Carefully review the design features of all single-family additions and remodels during the permit approval process. The addition or remodel shall match the existing structure in design, type of material, color, roofing, and windows treatments. The addition shall be sensitive to the scale and character of surrounding residential units and the privacy of adjacent residents.</i></p>	General Fund	Community Development Department	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>COMMUNITY DESIGN PLAN (Continued)</b>			
<b>DS Action 9: Continue Programs to Encourage Rehabilitation of Aging Residential</b>  Work with homeowner associations as well as individual homeowners to encourage rehabilitation of aging residential units. Establish a housing rehabilitation program that provides homeowners financial assistance in rehabilitating housing units.	Grant Funds	Community Development Department/ City Manager	3 – 5 yrs.
<b>DS Action 10: Create Development and Design Standards for Mixed-Use Development</b>  Adopt development and design standards for Mixed-Use Overlay Zones and Home Business Zone. The development standard shall become part of the zoning ordinance and shall be enforced by the Community Development Department and the Design Review Board.	General Fund	Community Development Department	1 – 3 yrs.
<b>DS Action 11: Continue Van Ness Façade Renovation Revitalization Program</b>  Continue to be implemented include the Van Ness Façade Renovation Program which promotes renovation and beautification efforts on commercial properties along Van Ness Avenue.	Grant Funds	City Manager	3 – 5 yrs.
<b>DS Action 12: Establish Sign Programs for Commercial Corridors</b>  Develop a Sign Program for major shopping plazas as well as commercial establishments along major corridors. The Sign Program should regulate the type, size, font, style, color, fixture, location, and all other design elements of signs.	General Fund	Community Development Department	3 – 5 yrs.
<b>DS Action 13: Establish a Program to Collaborate with Property Owners to Update Signage</b>  Collaborate with property owners to replace dilapidated, faded, and non-conforming signs.	Grant Funds	Community Development Department/ Police Dept./ City Manager	1 – 3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CIRCULATION PLAN</b>			
<p><b>CI Action 1: Implement the Circulation Policies, Priorities in the Capital Improvement Program, and Circulation Mitigation Measures Identified in the General Plan EIR</b></p> <p>Modify and improve the City's circulation system as necessitated by regional growth and new development to ensure adequate levels of service, and monitor the operation of major streets. As roadway facilities approach or exceed the level of service standards established in the Circulation Plan, roadway capacity will be improved by adding through and turn lanes and other transportation measures identified in the Circulation Plan. Roadway segment and intersection improvements to accommodate future traffic volumes are identified in the General Plan EIR.</p> <p>Utilize the Capital Improvement Program process to prioritize, finance, and complete roadway improvements identified in the Circulation Plan and as necessitated by regional growth and new development. Update the Capital Improvement Program annually to respond to changes in local priorities and available funding sources.</p>	General Fund	Public Works	1 – 5+ yrs.
<p><b>CI Action 2: Initiate a Traffic Impact Fee</b></p> <p>Consider the preparation and adoption of a traffic impact fee ordinance that requires developers to incorporate improvements of the circulation network to mitigate impacts on traffic flow resulting by the project or pay fair share costs.</p>	General Fund	Community Development Department	1 – 3 yrs.
<p><b>CI Action 3: Implement Truck Route Ordinance</b></p> <p>Maintain and enforce truck routes as shown in Figure CI-3. Clearly mark truck routes. Prohibit on-street truck parking for loading and unloading using City ordinances.</p>	General Fund	Public Works/Police Department	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CIRCULATION PLAN (Continued)</b>			
<p><b>CI Action 4: Create a Program to Address Neighborhood Traffic</b></p> <p><i>Establish a Neighborhood Traffic Control Program and prioritize criteria for completing modifications identified in the Program to mitigate neighborhood traffic intrusion from truck and commuter traffic. Pursue grants to complete such improvements.</i></p>	General Fund/Grant Funds	Community Development Department/ City Manager	3 – 5 yrs.
<p><b>CI Action 5: Maintain a Responsive Gardena Fixed Route and Dial a Ride Services</b></p> <p><i>Regularly review routes and schedules to ensure that user needs are met. Evaluate opportunities to expand the area and provide more frequent bus service on established and/or new routes. Explore partnership opportunities between the public and private sectors for expanding Dial-A-Ride services and providing paratransit services. Pursue grants from the Los Angeles County Metropolitan Transportation Authority, the State, federal transportation agencies, and other sources to fund operation and expansion of Gardena transit service.</i></p>	Grant Funds	Bus Lines/City Manager	5+ yrs.





Action	Funding Source	Responsible Agency	Time Frame
<b>OPEN SPACE PLAN</b>			
<b>OS Action 1: Expand the Parkland Ordinance</b>  <i>Revise the parkland ordinance to regulate the quality of parkland in the City. The ordinance must be consistent with Quimby Act regulations.</i>	General Fund/Grant Funds	Community Development Department	5+ yrs.
<b>OS Action 2: Periodically Assess Park Conditions</b>  <i>Periodically assess current park conditions and maintenance and recreation needs according to the standards set forth in the Community Resources Element, Parkland Ordinance, and any other City programs.</i>	General Fund	Parks and Recreation/ City Manager	1 – 3 yrs.
<b>OS Action 3: Assess Accessibility to Community Resources</b>  <i>Assess the need for physical improvements that will increase accessibility to the City's recreational, educational and cultural resources. Upgrade public facilities to comply with the Americans with Disabilities Act (ADA), as feasible. Create a prioritized list of needed improvements. Research and seek out federal and State funding opportunities to finance ADA improvements.</i>	Grant Funds	Public Works/City Manager	3 – 5 yrs.
<b>OS Action 4: Establish Joint-Use Programs</b>  <i>Coordinate with Los Angeles Unified School District (LAUSD) to enter into joint use agreements to make additional recreational facilities available to the community during non-school hours. Dedicate financial resources, as available, to research the feasibility and legal requirements of joint-use agreements.</i>	General Fund	City Manager	1 – 3 yrs.





Action	Funding Source	Responsible Agency	Time Frame
<b>OPEN SPACE PLAN (Continued)</b>			
<b>OS Action 5: Implement City's Bike Route Plan</b>  <i>Initiate joint forces of related City departments to implement the Gardena Bike Route Plan. When feasible, link the city's internal bike routes with regional bike routes.</i>	Grant Fund	Public Works/ Community Development Department	1 – 3 yrs.
<b>OS Action 6: Implement the Willows Wetland Plan</b>  <i>Continue the implementation of the City's Plan for the Gardena Willows Wetland, which was adopted in 1999.</i>	Grant Fund/ Volunteers	Parks and Recreation Department/ Public Works	5+ yrs.
<b>OS Action 7: Examine Access to Park and Recreation Activities</b>  <i>Continue to expand park and recreation programs. Encourage the continuation and development of no or low cost after-school, youth, and family programs. Maximize participant transportation options to locations offering these community services.</i>	General Fund	Parks and Recreation Department	5+ yrs.
<b>OS Action 8: Pursue Recreational Funding</b>  <i>Pursue private, state and federal funding for pocket park creation and for the maintenance of community resources and programs. Conduct periodical searches in the California Governor's Office of Planning and Research Get Grants database that identifies grant sources within California agencies.</i>	General Fund	Parks and Recreation Department	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>OPEN SPACE PLAN (Continued)</b>			
<p><b>OS Action 9: Identify Future Parkland Resources</b></p> <p><i>Identify vacant and underutilized sites for purchase, donation, or consolidation with adjacent vacant or underutilized sites for the potential development of parks. The priority to increase parkland should be placed in the northwest quadrant of the City.</i></p> <p><i>Require specific plans to include public open space areas and consider using easements as recreational open space. The specific plan for the Artesia Corridor shall include the Dominguez Flood Control Channel side roads for recreational use. Also explore the feasibility of converting the Edison right-of-way between Artesia Boulevard and 178th Street to a multi-purpose park and trail. Determine the feasibility of using the Vermont Avenue median strip for recreational uses.</i></p>	General Fund	Community Development Department/ Public Works/ Parks and Recreation Department	1 – 3 yrs.
<p><b>OS Action 10: Identify the City's Needs for New Building Facilities</b></p> <p><i>Periodically evaluate the City's need for new facilities such as a Senior Center and a Multi-Purpose Center. Document funding, staff, and equipment needs. Explore State, federal, and private opportunities for funding. Solicit sponsorships and donations from business owners and community leaders.</i></p>	General Fund	City Manager	1 – 3 yrs.
<p><b>OS Action 11: Identify Parking Requirements for City Parks</b></p> <p><i>Provide adequate parking for all parks and recreation facilities in the City. Explore the possibility of joint parking agreements with private entities as well as LAUSD to ensure easy access to City parks and facilities.</i></p>	General Fund	Community Development Department/City Manager	1 – 3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CONSERVATION PLAN</b>			
<b>CN Action 1: Undertake Public Awareness on Resource Conservation and Preservation</b>  <i>Through the utilization of the City's TV channel, website, public education sessions, school programs, as well as pamphlets and flyers, raise public awareness on all resource conservation issues. Topics shall include preservation of the Gardena Willows Wetland, conservation, recycling of solid wastes, water conservation of energy, and the protection of the City's cultural and historical resources. Seek partnerships with related entities such as the Golden State Water Company, Southern California Edison, and other State or regional agencies on public education efforts.</i>	General Fund/Grant Funds	Public Works	5+ yrs.
<b>CN Action 2: Explore Ways to Utilize Reclaimed Water</b>  <i>Participate with the Southern California Water Company in exploring the conversion to reclaimed water for irrigation of public land and right of ways.</i>	N/A	Public Works	1 – 3 yrs.
<b>CN Action 3: Continue to Promote Drought Tolerant Landscaping</b>  <i>Encourage projects with significant landscaped areas to use low water consuming or drought tolerant plants. Landscaped areas should also be mulched to the maximum extent to reduce evaporation and maintain soil moisture.</i>	N/A	Community Development Department/ Public Works	5+ yrs.
<b>CN Action 4: Continue to Enforce the Water Efficient Landscape Ordinance Water Conservation Measures</b>  <i>Encourage Water conservation measures recommended by the California Department of Water Resources to be incorporated in all new or substantially rehabilitated projects.</i>	General Fund	Community Development Department	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CONSERVATION PLAN (Continued)</b>			
<b>CN Action 5: Continue to Comply with the Federal Clean Water Act</b>  Continue to comply with the Federal Clean Water Act requirements for National Pollutant Discharge Elimination System (NPDES) permits, including developing and requiring the development of Water Quality Management Plans for all new development and significant redevelopment in the City.	General Fund	Public Works	5+ yrs.
<b>CN Action 6: Continue to Support Efforts of the Water Replenishment District Ground Water Supply</b>  As a member of the West Basin Water Replenishment District, support the Salt Water Intrusion Barrier Project and its efforts.	General Fund	City Manager	5+ yrs.
<b>CN Action 7: Continue to Comply with Water Quality Control Programs</b>  Actively participate in water quality control programs through municipal controls and support of the Regional Water Quality Control Board and County Sanitation District #5.	General Fund	Community Development Department/ Public Works	5+ yrs.
<b>CN Action 8: Update the City's Source Recovery and Recycling Element</b>  Update the City's Source Recovery and Recycling Element (SRRE) to be in compliance with the solid waste diversion requirements established by the California Integrated Waste Management Act of 1989.	General Fund	City Manager's Office	1-3 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CONSERVATION PLAN (Continued)</b>			
<p><b>CN Action 9: Undertake Public Education on the Impact of Improper Hazardous Waste Disposal</b></p> <p>Conduct public education sessions on the impacts of illegal dumping and improper hazardous waste disposal. Topics shall include the negative health and safety impacts of illegal disposal of hazardous materials, identification of potential illegal dumping, proper method of hazardous waste disposal, the process for reporting illegal dumping, and other relevant topics. Distribute pamphlets and flyers for public education purposes.</p>	General Fund	Public Works	5+ yrs.
<p><b>CN Action 10: Continue to Administer a Hazardous Waste Monitoring Program</b></p> <p>Develop a hazardous waste monitoring program to monitor the industrial or commercial users of hazardous materials. Identify users of hazardous waste within the City and conduct periodic inspections to ensure proper usage and disposal of hazardous materials.</p>	General Fund	Fire Department	5+ yrs.
<p><b>CN Action 11: Continue to Enforce Title 24 Regulations</b></p> <p>Through the building permit approval and inspection process, ensure that all Title 24 regulations have been met in all new developments in the City.</p>	General Fund	Community Development Department/ Public Works	5+ yrs.
<p><b>CN Action 12: Require Use of Energy Saving Materials in Public Projects</b></p> <p>When feasible, incorporate energy saving materials in all public development projects as well as City-assisted rehabilitation units.</p>	General Fund	Community Development Department/ Public Works	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>CONSERVATION PLAN (Continued)</b>			
<p><b>CN Action 13: Establish a City Cultural and Historical Resources Program</b></p> <p>Update the Historical Resources Survey Report that was developed in 1981. Building on the 1981 report, the updated report shall discuss archival research on the City's cultural and historical resources, impacts of demographic changes and recent developments on the City's cultural and historical resources, the current condition of the City's historical landmarks as identified in the 1981 report, as well as any additional sites for possible consideration as a cultural or historical landmark. Once the Historical Resources Survey Report has been updated the City shall develop a historical preservation plan and an ordinance that would provide for the designation, preservation and control of architectural, historical, or cultural landmarks in the City.</p>	General Fund	City Manager/ Community Development Department	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>PUBLIC SAFETY PLAN</b>			
<b>PS Action 1: Continue Gardena Police Department Programs</b>  Continue to implement and seek additional funding for existing police department programs such as the ATF Gang Resistance Education, Training (G.R.E.A.T.), Gardena Municipal Bus Line security, and Code Enforcement.	General Fund/Grant Funds	Police Department	5+ yrs.
<b>PS Action 2: Continue Neighborhood Watch Program</b>  Promote the City's Neighborhood Watch Programs. Increase public awareness on the importance of neighborhood watch and solicit public participation.	General Fund/Grant Funds	Police Department	5+ yrs.
<b>PS Action 3: Continue Graffiti Watch</b>  Actively remove graffiti and encourage residents and businesses to promptly report incidences of graffiti. In addition, actively prosecute or fine persons who committed the crime of graffiti.	General Fund	Public Works/Police Department	5+ yrs.
<b>PS Action 4: Continue Graffiti Removal Program</b>  Establish a Graffiti Removal Program that works to remove graffiti in less than 24-hours within report of the offense. The Police Department shall take reports and forward the clean-up request to the Public Works Department for expedient graffiti removal.	General Fund	Public Works	5+ yrs.
<b>PS Action 5: Evaluate Fire Flow Pressure Citywide</b>  Conduct a Citywide evaluation on fire flow pressures in the City. Collaborate with Southern California Water Company on necessary upgrades to ensure adequate fire protection.	General Fund	Fire Department	5+ yrs.





Action	Funding Source	Responsible Agency	Time Frame
<b>PUBLIC SAFETY PLAN (Continued)</b>			
<p><b>PS Action 6: Undertake Procedure to Manage High-Risk Buildings and Properties</b></p> <p>Develop a multi-departmental program involving the Gardena Community Development Department, Police Department, and the Los Angeles County Fire Department to identify buildings and properties of potential safety risks (i.e. fire hazards, hazardous materials). Tighten fire prevention efforts around identified high-risk fire sites.</p>	General Fund	Community Development Department/ Public Works/Police Department/City Manager	5+ yrs.
<p><b>PS Action 7: Continue to Involve Public Safety in Project Review</b></p> <p>For all new multi-family housing projects, larger development projects, as well as any development projects that have potential impact on law enforcement and public safety, submit development site plans to the Gardena Police Department for public safety recommendations.</p>	General Fund	Community Development Department/ Police Department	5+ yrs.
<p><b>PS Action 8: Locate a Police Substation</b></p> <p>Establish a police substation at the municipal bus maintenance facility located at the Western Avenue and 139th Street.</p>	General Fund/Grant Funds	Bus Lines/Police Department	5+ yrs.
<p><b>PS Action 9: Establish Truck Routes for Transport of Hazardous Materials</b></p> <p>Designate specific truck routes within the City for the transport of hazardous materials and prohibit the transport of hazardous waste through sensitive areas such as residential neighborhoods, schools, parks, and hospitals or during peak hours. Provide adequate buffer wherever possible.</p>	General Fund	Public Works/Police Department	5+ yrs.





Action	Funding Source	Responsible Agency	Time Frame
<b>PUBLIC SAFETY PLAN (Continued)</b>			
<p><b>PS Action 10: Monitor Rail Transport of Hazardous Materials</b></p> <p>Communicate with Union Pacific rail on a regular basis to determine the type, quantity and the schedule of hazardous materials that is transported by rail through the City and what emergency response procedures Union Pacific has to address spills and other accidental events.</p>	General Fund	Public Works/Police Department/Fire Department	5+ yrs.
<p><b>PS Action 11: Continue Participation in City-County Household Hazardous Waste Collection Programs</b></p> <p>Continue to assist in the operation and implementation of City-County Household Hazardous Waste Collection Programs.</p>	General Fund/Grant Funds	Public Works	5+ yrs.
<p><b>PS Action 12: Continue Public Outreach and Education</b></p> <p>Through public outreach and education efforts, provide public information regarding crime prevention, law enforcement, fire, natural disasters, emergency preparedness, and climate change. Utilize various channels such as the City's television channel, the City website, public education sessions, school programs, as well as pamphlets and flyers for public education purposes.</p>	General Fund/Grant Funds	Police Department/Fire Department/Community Development Department	5+ yrs.
<p><b>PS Action 13: Implement Mitigation Measures Related to Hazardous Waste and Materials Impacts</b></p> <p>Implement the hazardous waste and materials impact mitigation measures identified in the General Plan EIR. These include requiring: a full Phase I Environmental Assessment of site where the City is involved in the financing of property; soil sampling of construction sites where excavation and soil filling occur in areas of known commercial and industrial uses; relevant licenses and permits from appropriate agencies responsible for the regulation of hazardous materials.</p>	Developer Funded	Community Development Department	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>PUBLIC SAFETY PLAN (Continued)</b>			
<b><i>PS Action 14: Prepare Comprehensive Geotechnical Investigations of Major Development Projects</i></b>  <i>Prior to the submission of any new building permit applications, the applicant of a major development shall provide for the City's review and consent, a comprehensive geotechnical investigation and documentation of the potential for seismically induced ground shaking on the building site.</i>	<i>Developer Funded</i>	<i>Community Development Department</i>	<i>1 – 3 yrs.</i>
<b><i>PS Action 15: Implement Mitigation Measures Related to Air Quality Impacts</i></b>  <i>Implement the air quality mitigation measures identified in the General Plan EIR. These include measures and rules recommended or required by the South Coast Air Quality Management District (SCAQMD).</i>	<i>Developer Funded</i>	<i>Public Works/ SCAQMD</i>	<i>1 - 5+ yrs.</i>
<b><u>PS Action 16: Resources During Extreme Weather Events.</u></b>  <u>Prior to and during extreme weather events, provide free sand and sandbags for the public at designated City facilities. (Updated Feb. 2022)</u>	<u>General Fund</u>	<u>Public Works</u>	<u>1 - 5+ yrs.</u>
<b><u>PS Action 17: Energy Efficient Lights</u></b>  <u>Study the transition to energy-efficient lights, such as LEDs, for City-owned facilities. (Updated Feb. 2022)</u>	<u>General Fund</u>	<u>Public Works</u>	<u>5+ yrs.</u>
<b><u>PS Action 18: Energy Efficient Fleet Vehicles</u></b>  <u>Consider purchasing only electric or alternative-energy vehicles for the City vehicle fleet, as appropriate, based on the intended use of the vehicle. (Updated Feb. 2022)</u>	<u>General Fund/Grant Funds</u>	<u>Public Works/Police Department/ Fire Department/ GTrans</u>	<u>5+ yrs.</u>



Action	Funding Source	Responsible Agency	Time Frame
<b>PUBLIC SAFETY PLAN (Continued)</b>			
<b><u>PS Action 18: CalGreen Tier 1 Standards</u></b> <u>Evaluate the feasibility for government-constructed new development to exceed the CalGreen Tier 1, or successor program, standards. (Updated Feb. 2022)</u>	<u>General Fund</u>	<u>Community Development Department/ Public Works/ City Manager</u>	<u>5+ yrs.</u>
<b><u>PS Action 19: Renewable Energy at City Facilities</u></b> <u>Explore using renewable energy and clean generation technologies such as solar, wind, biogas, or fuel cells to power City facilities where appropriate. (Updated Feb. 2022)</u>	<u>General Fund/Grant Funds</u>	<u>Public Works</u>	<u>5+ yrs.</u>
<b><u>PS Action 20: Sustainable Development</u></b> <u>Promote the use of sustainable and carbon-neutral energy sources in new development. (Updated Feb. 2022)</u>	<u>Developer Funded</u>	<u>Community Development Department</u>	<u>1 - 5+ yrs.</u>
<b><u>PS Action 21: Reduce Greenhouse Gas Emissions</u></b> <u>Encourage the use of transit and active transportation modes in new developments to help reduce greenhouse gas emissions. (Updated Feb. 2022)</u>	<u>General Fund</u>	<u>Community Development Department</u>	<u>1 - 5+ yrs.</u>
<b><u>PS Action 22: Build Public Awareness About Help During Extreme Heat</u></b> <u>Educate the public about designated cooling centers and other places they can go for shelter and assistance during extreme heat events.</u>	<u>General Fund</u>	<u>City Manager</u>	<u>1 - 5+ yrs.</u>



Action	Funding Source	Responsible Agency	Time Frame
<b>NOISE PLAN</b>			
<b>Transportation Noise Control</b>  <b>N Action 1: Require Noise Mitigation to be Provided for Roadway Improvement Projects</b>  <i>The principal method of protecting sensitive land uses from traffic noise is the construction of noise barriers in concert with road improvement projects. Where necessary to mitigate identified adverse significant noise impacts, the City will request the inclusion of soundwalls, earthen berms, or other acoustical barriers as part of any Caltrans, MTA or County roadway project.</i>	General Fund	Public Works	5+ yrs.
<b>N Action 2: Enforce Vehicle Noise Control Regulations</b>  <i>To minimize or reduce noise impacts on residential and other sensitive land uses, the City will: 1) enforce and periodically evaluate truck and bus movements and routes to reduce impacts on sensitive areas; and 2) promote coordination between the Police Department and the California Highway Patrol to enforce the State Motor Vehicle noise standards.</i>	General Fund	Police Department	5+ yrs.
<b>N Action 3: Require Railroad Noise Control Measures to be Utilized</b>  <i>The principal methods of protecting sensitive land uses from rail vehicle noise are the construction of noise barriers, reduction of vehicle speed, the use of well-maintained welded track, rubberized crossings and whistle blowing procedures. The City will seek assistance from the Public Utilities Commission in achieving these methods of noise protection for residential and other sensitive uses.</i>	General Fund	Public Works	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>NOISE PLAN (Continued)</b>			
<p><b>N Action 4: Monitor General and Commercial Aviation Activities to Maximize Aviation Noise Control</b></p> <p>The City will work to reduce noise impacts resulting from aircraft operations at Hawthorne Municipal Airport and the Commerce Airport by: 1) participating in and monitoring the planning process for these facilities; and 2) discouraging general and commercial aviation activities that increase the noise exposure at sensitive land uses.</p>	General Fund	Police Department	5+ yrs.
<p><b>Noise and Land Use Planning Integration</b></p> <p><b>N Action 5: Design and Enforce Compatibility Standards</b></p> <p>Through the design review process, the Noise Plan standards of compatibility described in Figure N-1 and Table N-2 will be applied to new development proposal. Methods to mitigate anticipated impacts, such as building orientation and acoustical barriers, shall be applied to meet the standards.</p>	General Fund	Community Development Department	3 – 5 yrs.
<p><b>N Action 6: Enforce Noise Insulation standards</b></p> <p>Interior and exterior noise levels for proposed new developments shall be required to meet the California Noise Insulation Standards (Title 24 of the California Administrative Code). These standards shall also be applied to all single-family developments and condominium conversion projects where feasible.</p>	General Fund	Community Development Department	3 – 5 yrs.
<p><b>N Action 7: Require Acoustical Analysis for Projects Involving or Impacting Noise Sensitive Uses.</b></p> <p>Acoustical analysis reports prepared by a qualified acoustical consultant will be required for new sensitive land uses within noise impact areas (i.e., those areas where the existing or future CNEL exceeds 60 dB).</p>	General Fund	Community Development Department	3 – 5 yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>NOISE PLAN (Continued)</b>			
<b>Non-Transportation Noise Control</b> <b>N Action 8: Update the City's Noise Ordinance</b> <i>The City will adopt and enforce a Noise Ordinance to reduce excessive noise from site-specific sources such as construction activity, mechanical equipment, landscaping maintenance, loud music, truck traffic, loading and unloading activities, and other sources.</i>	General Fund	Community Development Department	1 – 3 yrs.
<b>N Action 9: Revise Noise Ordinance when Appropriate.</b> <i>The City shall periodically review its Noise Ordinance, policies and regulations affecting noise in order to conform to changes in legislation and/or technologies.</i>	General Fund	Community Development Department	5+ yrs.
<b>N Action 10: Comply with Occupational Safety and Health Noise Standards</b> <i>City departments will comply with all state and federal OSHA noise standards, and all new equipment purchases shall comply with state and federal noise standards.</i>	General Fund	City Manager	5+ yrs.



Action	Funding Source	Responsible Agency	Time Frame
<b>ENVIRONMENTAL JUSTICE ELEMENT</b> (Added Feb. 2022)			
<p><b><u>EJ Action 1: Increase Public Outreach and Education Regarding Illegal Dumping</u></b></p> <p><u>Through public outreach and education efforts, provide information to residents and businesses about proper disposal methods and locations as well as cleanup events such as Keep Gardena Beautiful Day. Utilize various channels such as the City's cable channel, the City website, public education sessions, as well as pamphlets and flyers for public education purposes.</u></p>	<u>General Fund</u>	<u>Public Works/City Manager</u>	<u>1 – 5+ yrs.</u>
<p><b><u>EJ Action 2: Add Vegetation and Trees</u></b></p> <p><u>Add vegetative barriers and plant street trees along high traffic volume roadways as feasible to address air pollution from vehicles.</u></p>	<u>General Fund</u>	<u>Public Works</u>	<u>1 – 5+ yrs.</u>
<p><b><u>EJ Action 3: Provide Information on Hazardous Waste Sites</u></b></p> <p><u>Provide information on the City's website about the cleanup and remediation status of all hazardous waste sites in Gardena.</u></p>	<u>General Fund</u>	<u>Community Development Department</u>	<u>1 – 5+ yrs.</u>
<p><b><u>EJ Action 4: Implement Performance Standards for Industrial Zones</u></b></p> <p><u>Implement section 18.36.040 of the City's Zoning Code which includes performance standards for Industrial zones to help address air pollution from industrial businesses and activities.</u></p>	<u>General Fund</u>	<u>Community Development Department</u>	<u>1 – 5+ yrs.</u>
<p><b><u>EJ Action 5: Research and Apply for Grants</u></b></p> <p><u>Research and apply for grants to help fill gaps in the bicycle and pedestrian network.</u></p>	<u>General Fund/Grant Funds</u>	<u>Community Development Department</u>	<u>3 – 5 yrs.</u>





Action	Funding Source	Responsible Agency	Time Frame
<b>ENVIRONMENTAL JUSTICE ELEMENT (Continued)</b>			
<b><i>EJ Action 6: Review the Municipal Code</i></b> <i>Review the City's Municipal Code to determine if there are any barriers to planting edible landscaping and gardens in front yards.</i>	General Fund	Community Development Department	1 – 3 yrs.
<b><i>EJ Action 7: Provide Information on Growing Food</i></b> <i>Provide information on the City's website about growing food at home.</i>	General Fund	City Manager	3 – 5 yrs.
<b><i>EJ Action 8: Reduce Food Waste</i></b> <i>Coordinate with local/independent supermarkets on soon-to-expire foods to see if they can feasibly be distributed to those in need.</i>	General Fund	Human Services/City Manager/	3 – 5 yrs.
<b><i>EJ Action 9: Increase Active Transportation</i></b> <i>Explore the reasons why some disadvantaged communities have higher rates of commuters who walk and/or bike to work and if there are actions that can be implemented in other disadvantaged communities to increase their rates.</i>	General Fund	Community Development Department	5+ yrs.
<b><i>EJ Action 10: Promote Input Opportunities</i></b> <i>Consider adding a section or page to the City's website dedicated to input opportunities.</i>	General Fund	City Manager	1 – 3 yrs.
<b><u><i>EJ Action 11: Channel 22</i></u></b> <u><i>Utilize Channel 22 to advertise opportunities for community input.</i></u>	<u>General Fund</u>	<u>City Manager</u>	<u>1 – 3 yrs.</u>
<b><u><i>EJ Action 12: Gardena Live, Work and Play</i></u></b> <u><i>Publish the information booklet called "Gardena Live, Work and Play" at least twice a year.</i></u>	<u>General Fund</u>	<u>City Manager</u>	<u>1 – 3 yrs.</u>
<b><u><i>EJ Action 13: Environmental Justice Committee</i></u></b> <u><i>Consider establishing an Environmental Justice Committee to monitor the City's progress on implementation of the Environmental Justice Element.</i></u>	<u>General Fund</u>	<u>City Manager</u>	<u>1 – 3 yrs.</u>



## CEQA Notice of Exemption

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**To:** ☒ Office of Planning and Research  
1400 Tenth Street  
Sacramento, CA 95814

☒ County Clerk, County of Los Angeles  
12400 E. Imperial Highway  
Norwalk, CA 90650

**From:** City of Gardena  
Community Development Dept.  
1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247

**Project Title:** City of Gardena Public Safety Element and Environmental Justice Element

**Project Applicant:** City of Gardena

**Project Location – Specific:** City of Gardena – Citywide

**Project Location / City:** Gardena

**Project Location / County:** Los Angeles

**Description of Project:** The Project consists of an update to the Public Safety Element and a new Environmental Justice Element of the General Plan to meet the requirements of State law. Both elements are State-mandated elements of the General Plan. Updates to the Public Safety Element must meet the requirements of California Government Code Section 65302(g), which requires a general plan to address the protection of community from any unreasonable risks associated with the effects of seismically-induced surface rupture, ground shaking, ground failure, tsunami, seiche, and dam failure; slope instability leading to mud slides and landslides; subsidence; liquefaction, floods and flood hazards; urban fires, climate adaptation and resiliency strategies, and an identification of residential developments in any hazard area that does not have at least two emergency evacuation routes. The purpose of the Public Safety Element is to identify potential hazards that can significantly impact the City. The policies of this Element focus on protecting life and property from hazardous conditions.

Senate Bill 1000 mandates that cities and counties with disadvantaged communities (DACs) adopt an Environmental Justice (EJ) Element or integrate EJ goals, objectives and policies into other elements of their general plans. The City of Gardena was determined to have census tracts that qualified as DACs, and is therefore required to prepare an EJ Element to satisfy the requirements of Senate Bill 1000. The EJ Element must meet the requirements of California Government Code Section 65302, as amended by SB 1000. The purpose of the EJ Element is to identify goals and policies that promote environmental justice citywide with a focus on reducing disproportionate impacts on DACs. The EJ Element addresses the following issue areas:

- Reduce pollution exposure and improve air quality
- Promote access to public facilities
- Health food access
- Safe and sanitary homes
- Promote physical activity
- Promote civic engagement

**Name of Public Agency Approving Project:** City of Gardena

**Name of Project Applicant:** City of Gardena – Community Development Department

**Exempt Status:** *(check one)*

- ☐ Ministerial (Sec. 21080(b)(1); 15268).
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a)).
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c)).
- ☐ Statutory Exemptions. State code number:
- ☒ General Rule Exemption (Sec. 15061(b)(3)).

**Reasons why project is exempt:** The Project is exempt under State CEQA Guidelines Section 15061(b)(3) common sense exemption, because the Project involves policies and programs, and actions to meet State law and would not result in any direct or indirect physical changes to the environment. The Project does not propose site-specific development but is rather an update to an existing policy document and preparation of a new policy document to comply with new laws and reinforce existing policy direction.

Lead Agency

Contact Person: Amanda Acuna, Senior Planner

Telephone/Extension: 310-217-9524

*If filed by applicant:*

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Greg Tsujiuchi  
Title: Community Development Director

- ☒ Signed by Lead Agency  
☐ Signed by Applicant

Date received for filing at OPR: \_\_\_\_\_



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 14.A  
Section: DEPARTMENTAL  
ITEMS - POLICE  
Meeting Date: February 22, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Execution of One-Year Agreement with JL Group, LLC for Background Investigation Services Not to Exceed \$77,000

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Authorize and Execute Contract**

#### **RECOMMENDATION AND STAFF SUMMARY:**

In December 2020, the Gardena Police Department released a Request for Proposals (RFP) to acquire a new contract for background investigation services related to both sworn and civilian applicants. The minimum requirements of the RFP were that the selected Contractor shall have a minimum of three years' experience, shall possess a valid California Bureau of Security and Investigative Services (BSIS) license and be Peace Officer Standards and Training (POST) certified. The RFP also stated that it was the preference of the City that all personnel who perform under this Contractor are licensed private investigators. The City received seven proposals and JL Group, LLC was determined to be the lowest responsible bidder. Therefore, the City Council awarded a one-year contract to JL Group, LLC on March 23, 2021. The original agreement was a one-year contract that could be extended by two additional one-year periods.

The Gardena Police Department has been satisfied with the services provided by JL Group, LLC. The background investigations have been thorough and led to the successful hiring of approximately 18 applicants. Based on the successful relationship with JL Group, LLC thus far, the Police Department would like to exercise the option for a one-year contract extension, as allowed by the RFP and contract. Per the terms of the contract, JL Group, LLC will maintain their original pricing of \$1,320 for sworn employee background investigations, \$1,080 for civilian employee background investigations, and \$480 for initial screenings. The Police Department anticipates the same estimated annual quantity of each background investigation; therefore, the Police Department anticipates the one-year contract with JL Group, LLC to once again not exceed \$77,000.

JL Group has over 70 years combined experience in law enforcement and private investigation. All the individuals who will work on this contract are licensed private investigators. The investigators have worked with agencies such as Huntington Beach Police Department, Carlsbad Police Department, and the City of Torrance City Attorney's Office, to name a few.

**FINANCIAL IMPACT/COST:**

This one-year contract with JL Group, LLC will be funded by contractual services and shall not exceed \$77,000.

**ATTACHMENTS:**

[Contract](#)

[JL Group, LLC RFP Response](#)

[RFP - Background Investigation Services](#)

APPROVED:

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

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Clint Osorio, City Manager

**AGREEMENT**  
**BETWEEN**  
**THE CITY OF GARDENA**  
**AND**  
**JL GROUP, LLC**

This contract, hereinafter referred to as Agreement, is entered into this 22<sup>nd</sup> day of February, 2022 ("Effective Date"), by and between the **City of Gardena**, a municipal corporation ("City") and **JL Group, LLC**, a California Limited Liability Corporation ("Consultant"). 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. Whereas, City requires the services of a professional to provide Background Investigation; and
  - B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and
  - C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.
  - D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **SERVICES.** Consultant agrees to provide the professional services described in the City's Request for Proposals (RFP) and any associated addendum, attached hereto as **Exhibit "A"** and Consultant's Response to City's RFP ("Consultant's Proposal"), attached hereto as **Exhibit "B"**, both incorporated herein by this reference ("Services"). 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.
3. **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 agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
5. **PERFORMANCE BY CONSULTANT.** 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.
6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. 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. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.
7. **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. City, in its sole discretion, may extend the time for performance of any Service.
8. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Police Chief or his designee. Police Chief or his designee shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Police Chief or his designee. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of Police Chief or his designee. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Police Chief or his designee determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 10 below.

**9. COMPENSATION.** Consultant shall be compensated as follows:

- A. Amount. Compensation for the Services shall be billed as set forth in Attachment B, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges.
- B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within sixty calendar days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. 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.
- C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

**10. TERM AND TERMINATION.** This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on February 22, 2023, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by one [1] additional one [1] year period upon mutual written agreement of both parties.

- A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.
- B. 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 termination.
- C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

- D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, 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 provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

## **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 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, 11/85, or equivalent 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. 10/13, 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. Worker's Compensation and Employers 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.
4. Professional Errors & Omissions – a policy with minimum limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence 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.
5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:
  - a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
  - b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
  - c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

- d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.
  - e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- 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.

- H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

**12. INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

**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 Contractor such materials from its files as may be required by Contractor to perform Services under this Agreement. Such materials shall remain the property of City while in Contractor's possession. Upon termination of this Agreement and payment of outstanding invoices of Contractor, or completion of work under this Agreement, Contractor shall

return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Contractor in the course of performance of this Agreement.

- B. City may utilize any material prepared or work performed by Contractor pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Contractor. Contractor 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 Contractor accepts such responsibility in writing.

**16. NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES.** Contractor 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 Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

**17. WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

**18. INDEPENDENT CONTRACTOR.** Consultant is and shall at all times remain as to City a wholly independent contractor and shall not obtain rights to any benefits which accrue to City employees. 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. PERS Eligibility Indemnification.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and

subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

20. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.
21. **CONFLICT OF INTEREST AND REPORTING.** 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. 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.
22. **EMPLOYMENT OF ALIENS.** Consultant warrants it fully complies with all laws regarding employment of aliens and others, and that all its employees performing services hereunder meet the citizenship or alien status requirements contained in federal and state statutes and regulations.
23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.
24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.
25. **ASSIGNMENT.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.

**26. CHANGE IN NAME, OWNERSHIP OR CONTROL.** Consultant shall notify the City, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

**27. NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:                      City of Gardena  
1718 West 162nd Street  
Gardena, California 90247  
Attn: Mike Saffell  
Title: Chief of Police  
Email: [chief@gardenapd.org](mailto:chief@gardenapd.org)  
Telephone: (310) 217-9601

To Consultant:              JL Group, LLC  
30025 Alicia Parkway #327  
Laguna Niguel, CA 92677  
Attn: Jeffrey B. Love  
Email: [lovejb@gmail.com](mailto:lovejb@gmail.com)  
Telephone: (949) 282-8181

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.

**28. LEGAL REQUIREMENTS.** Contractor shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

**29. FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

30. **GUARANTEE AND WARRANTY.** Consultant warrants to City that the material, analysis, data, programs and SERVICES to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re- perform any of said services, which were not performed in accordance with these standards. Consultant shall perform the remedial services at its sole expense.

31. **PUBLIC RECORDS ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

32. **RECORDS/AUDIT.**

- A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation 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 assure proper accounting for all funds.
  - 2. Records which establish that Consultant and any subconsultant who renders 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.

33. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.
34. **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.
35. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.
36. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.
37. **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.
38. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.
39. **SEVERABILITY.** If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.
40. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.
41. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be



construed together and shall constitute one agreement.

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

**"City"**  
City of Gardena

**"Consultant"**  
JL Group, LLC

By: \_\_\_\_\_  
Tasha Cerda, Mayor

By:  \_\_\_\_\_  
Jeffrey B. Love, Principal

Date: \_\_\_\_\_

Date: 1/26/2022

ATTEST:

\_\_\_\_\_  
Mina Semenza, City Clerk

APPROVED AS TO FORM:

 \_\_\_\_\_  
Carmen Vasquez, City Attorney



**JL GROUP, LLC**  
WORKPLACE SOLUTIONS

30025 ALICIA PARKWAY, #327  
LAGUNA NIGUEL, CA 92677  
TELEPHONE: (949) 282-8181  
FACSIMILE: (626) 771-0044  
E-MAIL: [LOVEJB@GMAIL.COM](mailto:LOVEJB@GMAIL.COM)

**PRINCIPALS**

JEFFREY B. LOVE, ESQ. P.C.\*  
\* A PROFESSIONAL CORPORATION  
JEFFREY JOHNSON, ESQ.

January 28, 2021

City of Gardena  
Submitted electronically – via Planet Bids

Re: JL GROUP, LLC's Response to City of Gardena's Request for Proposals for  
Background Investigation Service

On behalf of JL Group, LLC (JL Group), thank you for the opportunity to submit this proposal response to the City of Gardena's Request for Proposals for Background Investigative Services.

**Experience and Qualifications of JL Group, LLC**

JL Group is a California-based firm providing professional workplace consulting and investigative services to both public and private entities. With over 70 years of combined experience in law enforcement, private investigation and private law practice, JL Group has developed a team of highly-qualified former police executives and currently licensed attorneys, and private investigators, all with extensive experience in providing specialized employment services, including, but not limited to, conducting background investigations of sworn and non-sworn public safety personnel, employee misconduct investigations, hostile work environment investigations, risk management training and management consulting services.

JLGroup's clients include more than 60 California municipalities, law enforcement agencies, special districts, educational districts and private sector companies. Founded in 2006, the firm has engaged fully qualified and trained investigators certified and licensed by the State of California, with extensive experience in conducting background investigations for law enforcement agencies. Within the last five years, the firm has conducted more than 100 police and civilian employment background investigations for Police agencies.

At this time, JL Group is sufficiently staffed to perform sworn and civilian personnel background investigations, concurrently. The firm's investigators each possess a current State of California Private Investigator License (as specified in *California Business and Professions Code* §7521) and a valid California Class "C" or higher driver's license.

JL Group will comply with all applicable Federal, State and County policies, rules, regulations, laws and codes, including without limitation the *Federal Fair Credit Reporting Act* (15.U.S.C. §1681, *et seq.*) (FCRA) and the *California Investigative Consumer Reporting Agencies Act* (*California Civil Code* §1786, *et seq.*) (CCRA).

### **JL Group's Proposed Project Approach**

On behalf of the City of Gardena, JL Group, will conduct comprehensive pre-employment background investigations of potential candidates for sworn and non-sworn entry level and lateral Public Safety positions with the Gardena Police Department.<sup>1</sup> The process and methodology to be undertaken by JLGROUP personnel in investigating the background of each candidate/applicant will include the following:

The JL Group investigator assigned to an applicant will conduct the background process from inception to conclusion so as to maintain continuity and to provide a single resource contact for all aspects of that applicant's history.

The JL Group investigator will make contact with applicant to answer questions and schedule an interview meeting with applicant and obtain required documents, including applicant's Peace Officer Standards and Training (P.O.S.T.) Personal History Statement and/or P.O.S.T. Background Consent Waiver documents.

Upon JL Group's receipt and review of a candidate's required documents, the background check process for that applicant will commence. Once that process is completed, JL Group personnel will prepare and provide a detailed narrative-based summary of all findings and reports of that applicant's background and eligibility in accordance with the City of Gardena's hiring standards.

A summary report of findings for each applicant investigated by the JL Group, shall at least address the following areas:

- 1) Review of candidate's P.O.S.T. Personal History Statement.

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<sup>1</sup> Each pre-employment background investigation shall be conducted consistent with the guidelines set forth in *California Government Code* §1031; *California Penal Code* §13510(c); Peace Officer Standards and Training (P.O.S.T.) Regulation 1953 for Sworn Police Officers; Peace Officer Standards and Training (P.O.S.T.) Regulation 1959 for Police Dispatchers; and *California Civil Code* §§ 1786, *et seq.*

- 2) Provide a current photograph of the applicant.
- 3) Personal Information – Verify applicant's name, date of birth and proof of citizenship status via official government documentation, including confirmation of applicant's Social Security Number, with results of trace and address locator verification determining all addresses and any name variations used by applicant (including maiden, divorced or previous names) associated with that Social Security Number.
- 4) Marital Status – Verify past and current marital status.
- 5) Employment History – Verify applicant's past employment, current employment and employment status, including documentation of any termination, discipline, tardiness and whether the applicant is eligible for rehire.<sup>2</sup>
- 6) Professional and Professional References – Verify and contact applicant's professional and personal references either by telephone or in person.
- 7) Education Background – Verify applicant's educational background to confirm that applicant has either graduated from an accredited high school, or has passed the General Education Development (GED) Test, or has passed the California High School Equivalency Examination. Copies of transcripts and diplomas from colleges and universities to be included.
- 8) Military Background – Where applicable, verify applicant's Selective Service registrations, and if applicant indicates prior military service, verify dates of service, branch of military, rank and discharge status. Verify service via long-form DD214 and attempt to gather information on commendation(s) or disciplinary action(s).
- 9) Financial Information – Verify applicant's monthly income and expenses. Conduct a full credit history check on applicant's credit status via Experian.
- 10) Driving Record – Provide applicant's motor vehicle driving history for all states in which applicant held an operator's/drivers' license, a copy of applicant's current driver's license and proof of motor vehicle insurance coverage.
- 11) Criminal History – Verify whether applicant has any felony and/or misdemeanor convictions.
- 12) Drug and/or Substance Use – Verify if applicant has history of drug/substance use.

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<sup>2</sup> NOTE: Virtually all information (employer, etc.) will be validated by two or more sources. For example, if a supervisor provides a glowing reference, JL Group will contact another (possibly unlisted) supervisor or manager to confirm. In addition, verifications of other employment applications by the candidate will be conducted and reviewed, particularly with regard to any disqualifications by other agencies.

- 13) Family and Acquaintances – Conduct interviews of applicant's current and former roommates, spouses and dating/domestic partners.
- 14) Legal – Address any prior, current and/or pending criminal or civil litigations relating to the applicant (Federal, State and applicant's current County of residence).
- 15) Fingerprint Return – Address the results of the applicant's Department of Justice and Federal Bureau of Investigation fingerprint check for criminal history (as provided by City of Gardena Police Department).
- 16) Wants/Warrants Check – Conduct a check of wants/warrants information systems, including: County of Los Angeles CLETS system; National Crime Information Center (NCIC); Department of Justice search of the Child Abuse Central Index (as provided by City of Gardena Police Department).
- 17) Polygraph Examination Results – Provide a statement regarding the results of applicant's polygraph examination (review results only).
- 18) Social Networks/Media – Conduct social and traditional media searches of applicant's name.
- 19) Investigator Comments – Provide a summary of the applicant's background including any concerns or lack thereof, as well as the investigator's overall impression of the applicant.

#### **JL Group Key Personnel – Background Investigations**

- **Jeffrey B. Love, Esq. – Principal, JL Group, LLC**  
Attorney at Law
- **George A. Vanecek – Primary Investigator & Project Manager/Background Investigations**  
California Private Investigator's License PI-26161
- **John Capen – Secondary Investigator**  
California Private Investigator License PI-28031
- **Craig Junginger – Secondary Investigator**  
California Private Investigator License: PI 187823
- **James Kurkoske – Secondary Investigator**  
California Private Investigator License: PI 188021

City of Gardena

JL GROUP, LLC – Response to City of Gardena RFP for Background Investigation Services

January 28, 2021

Page 5

We look forward to the possibility of working with the City in this endeavor. If you have any questions regarding this correspondence and/or the attachments, please contact the undersigned at (949) 282-8181 or [lovejb@gmail.com](mailto:lovejb@gmail.com).

By:   
\_\_\_\_\_  
Jeffrey B. Love, Esq.  
Principal JL GROUP, LLC

**BACKGROUND INVESTIGATION SERVICES  
REPRESENTATIONS AND CERTIFICATIONS FORM**

The undersigned submits the attached RFP Response Forms in compliance with the RFP for BACKGROUND INVESTIGATION SERVICES.

The RFP Response Forms include Attachments A-K as herein specified. It is understood that any additional information, if any, included in the RFP Response Forms may not necessarily be considered in the evaluation of the vendor's qualifications by the City.

The undersigned offers to perform all duties and obligations required of Contractor as specified by the provisions of the RFP for BACKGROUND INVESTIGATION SERVICES at the rates and for the consideration herein.

NAME OF BIDDER: JL GROUP, LLC

NUMBER OF YEARS IN BUSINESS IN THIS AREA: 15

DBA: n/a

MAILING ADDRESS: 30025 Alicia Parkway, #327  
Laguna Niguel, CA 92677

TELEPHONE NUMBER: ( 949 ) 282-8181

FAX NUMBER: ( 626 ) 771-0044

E-MAIL: lovejb@gmail.com

CONTACT PERSON: Jeffrey B. Love, Esq.

**OWNERSHIP INFORMATION.** List the full name of each owner who possesses at least a ten percent interest in the business. If the owner is a general business, each owner shall be listed; if the owner is a corporation, each stockholder holding more than ten percent of the corporation shall be listed; and if the owner is a partnership, each partner, excluding limited partners, shall be listed.


Jeffrey B. Love, Esq. (Principal)

Jeffrey L. Johnson (Principal)

**ATTACHMENT B**

**Page 2 of 2**

I represent and certify that I have read and understand the information presented in the RFP documents contained in the Background Investigation Services Request for Proposals, and that it is true and correct to the best of my knowledge and belief and that I am authorized to execute this Representation and Certification.

Signed   
Firm JL GROUP, LLC  
Name Jeffrey B. Love  
(Print or type)  
Title Principal  
Date January 27, 2021

**Note to Bidder:**

ATTACH COPY OF CORPORATE RESOLUTION OR OTHER DOCUMENT ESTABLISHING THAT THE PERSON MAKING THE REPRESENTATION AND CERTIFICATION ABOVE IS AUTHORIZED TO DO SO. THE DOCUMENT MUST BE LABELLED "ATTACHMENT B", Page 3.



**BACKGROUND INVESTIGATION SERVICES  
PROPOSAL AND CONTRACTOR'S CERTIFICATION FORM**

NAME OF COMPANY SUBMITTING PROPOSAL JL GROUP, LLC

Description	Unit	Estimated Annual Qty	Unit Price
National and Multi-Statewide criminal database check, employment history, credit history, etc.			
Sworn employee	Each	25	\$1,320.00
Civilian employee	Each	30	\$1,080.00
Initial screening	Each	15	\$ 480.00
<b>TOTAL:</b>			

\*Contractor must submit City's Form but may also submit Contractor's own cost form, if necessary, as part of Attachment C

I hereby certify that the fees listed on this proposal form constitutes my Proposal for furnishing the required services necessary to provide City BACKGROUND INVESTIGATION SERVICES and that the prices proposed above will remain in effect from January 28, 2021 through January 28, 2024.

Note: Failure to respond with a specific date will be considered non-responsive.



\_\_\_\_\_  
Signature of Authorized Representative/Official

January 27, 2021

\_\_\_\_\_  
Date

Jeffrey B. Love, Principal

\_\_\_\_\_  
Printed Name and Title

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
NON-COLLUSION AFFIDAVIT OF CONTRACTOR**

State of California County of Orange

Jeffrey B. Love, being first duly sworn, deposes and says that:

- 1) He is Principal of JL GROUP, LLC,  
(Owner, partner, officer, representative, or agent)

the Contractor that has submitted the attached Proposal.

- 2) He is fully informed respecting the preparation and contents of the attached RFP and all pertinent circumstances respecting such Proposal;
- 3) Such Proposal is genuine and is not a collusive or sham Proposal;
- 4) Neither the said Contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Contractor, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted or to refrain from bidding in connection with such Contract or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Contractor, firm or person to fix the price or prices in the attached Proposal or of any other Contractor or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Contractor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Gardena (OWNER) or any person interested in the proposed Contract; and
- 5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Subscribed and sworn to before me this 27th day of January, 2021

  
\_\_\_\_\_  
Signature of Authorized Official

Principal of JL GROUP, LLC  
\_\_\_\_\_  
Title of Authorized Official

My Commission expires on n/a

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
CERTIFICATION OF DRUG-FREE WORKPLACE**

I, Jeffrey B. Love, hereby certify on behalf of  
(Name of Authorized Official)

JL GROUP, LLC that:  
(Name of Company)

The Contractor named above, and all Sub-Contractors working on this Contract, will comply with Government Code Section 8355 in matters relating to providing a drug-free workplace. The Contractor and all Sub-Contractors will, therefore:

Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance are prohibited, and that specified actions will be taken against employees for violation of these prohibitions, as required by Government Code Section 8355(a).

Establish a Drug-Free Awareness Program, as required by Government Code Section 8355(b), to inform employees about all of the following:

1. The dangers of drug abuse in the workplace;
2. The firm's policy of maintaining a drug-free workplace;
3. Any available counseling, rehabilitation and employee assistance programs; and
4. Penalties that may be imposed upon employees for drug abuse violations, including that no employee who tests positive for use of a controlled substance shall be permitted to work on this Contract.

Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed Contract:

1. Will receive a copy of the firm's drug-free policy statement; and
2. Will agree to abide by the terms of the firm's statement as a condition of employment on the Contract.

**CERTIFICATION:**

I, Jeffrey B. Love, hereby certify that the above named company, which I am duly authorized to represent, will comply with the Drug-Free Workplace requirements of this Contract. I understand that this certification is made under penalty of perjury, under the laws of the State of California.

Executed this 27th day of January, 2021

By   
(Signature of Authorized Official)

Principal  
(Title of Authorized Official)

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION**

The Contractor hereby certifies compliance with all applicable equal employment opportunity laws and regulations, as applicable.

1. In implementing the project, the Contractor may not discriminate against any employee or applicant for employment because of race, color, creed, sex, disability, age or national origin. The recipient agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, creed, sex, disability, age, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. The Contractor shall be responsible for requiring that all subcontractors of the project comply with this provision, except subcontracts for standard commercial supplies of new materials.

January 27, 2021

\_\_\_\_\_  
Date

JL GROUP, LLC

\_\_\_\_\_  
Company

By:

  
\_\_\_\_\_  
Signature of Authorized Official

Jeffrey B. Love

\_\_\_\_\_  
Print Name of Authorized Official

Principal

\_\_\_\_\_  
Title of Authorized Official

**LIST OF REFERENCES**

NAME OF COMPANY SUBMITTING BID JL GROUP, LLC

Please submit the following information in reference to similar experience as specified in the RFP. If available, please specify other local municipalities for which you have provided service.

NAME OF BUSINESS Huntington Beach Police Department

STREET ADDRESS: 2000 Main Street

CITY: Huntington Beach STATE: CA ZIP CODE: 92648

CONTACT PERSON: Lisa Gallatin TITLE: Personnel Officer

TELEPHONE NUMBER: ( 714 ) 330-2798

DATES OF CONTRACTED SERVICE: 2012 - Present (under Primary Investigator George Vanecek)

NAME OF BUSINESS: Carlsbad Police Department

STREET ADDRESS: 2560 Orion Way

CITY: Carlsbad STATE: CA ZIP CODE: 92010

CONTACT PERSON: Paul Ho TITLE: Senor Program Manager,  
Human Resources Dept.

TELEPHONE NUMBER: ( 760 ) 602-2442

DATES OF CONTRACTED SERVICE: 2011 - Present (under Primary Investigator George Vanecek)

NAME OF BUSINESS: City of San Marcos

STREET ADDRESS: 1 Civic Center Drive

CITY: San Marcos STATE: CA ZIP CODE: 92069

CONTACT PERSON: Janelle Laughlin TITLE: Senior Management Analyst

TELEPHONE NUMBER: ( 760 ) 744-1050, Ext. 3121

DATES OF CONTRACTED SERVICE: 2013 - Present (under Primary Investigator George Vanecek)

NAME OF BUSINESS: City of La Mesa

STREET ADDRESS: 8130 Allison Avenue

CITY: La Mesa STATE: CA ZIP CODE: 91942

CONTACT PERSON: Rida Freeman TITLE: Human Resources Risk Manager

TELEPHONE NUMBER: ( 619 ) 667-1179

DATES OF CONTRACTED SERVICE: 2015 - Present (under Principal Jeffry B. Love, Esq.)

**LIST OF REFERENCES**

NAME OF COMPANY SUBMITTING BID JL GROUP, LLC

Please submit the following information in reference to similar experience as specified in the RFP. If available, please specify other local municipalities for which you have provided service.

NAME OF BUSINESS District Attorney's Office, County of Ventura

STREET ADDRESS: 800 S. Victoria Ave., #314

CITY: Ventura STATE: CA ZIP CODE: 93009

CONTACT PERSON: Michael K. Frawley TITLE: Chief Deputy District Attorney

TELEPHONE NUMBER: ( 805) 654-2538

DATES OF CONTRACTED SERVICE: 2018 - Present (under Principal Jeffrey B. Love, Esq.)

NAME OF BUSINESS: City of Torrance - City Attorney's Office

STREET ADDRESS: 3031 Torrance Blvd.

CITY: Torrance STATE: CA ZIP CODE: 90503

CONTACT PERSON: Robert Weinmeister TITLE: Senior Human Resources Analyst

TELEPHONE NUMBER: ( 310 ) 618-5810

DATES OF CONTRACTED SERVICE: 2013 - Present (under Principal Jeffrey B. Love, Esq.)

NAME OF BUSINESS: Orange County Sanitation District

STREET ADDRESS: 10844 Ellis Ave.

CITY: Fountain Valley STATE: CA ZIP CODE: 92708

CONTACT PERSON: Andrew Nau TITLE: Human Resources Supervisor

TELEPHONE NUMBER: ( 714) 962-2411

DATES OF CONTRACTED SERVICE: 2015 - Present (Under Principal Jeffrey B. Love, Esq.)

NAME OF BUSINESS: City of Laguna Beach

STREET ADDRESS: 505 Forest Avenue

CITY: Laguna Beach STATE: CA ZIP CODE: 92651

CONTACT PERSON: Tiffany Bates TITLE: Human Resources/Risk Manager

TELEPHONE NUMBER: ( 949 ) 497-3311

DATES OF CONTRACTED SERVICE: 2020



**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
ADDENDUM ACKNOWLEDGEMENT – SIGNATURE PAGE**

Addendum Acknowledgement – Signature Page

Contractor acknowledges receipt of the following addenda which are attached to the RFP:

Addendum No. 1 Date 12/31/2020

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Failure to acknowledge the receipt of all addenda may cause the Proposal to be considered non-responsive to the Request for Proposals.

If Contractor is a corporation, state the legal name of the corporation and the name(s) of person(s) authorized to sign Proposals; if a partnership, state true name of firm and the names of all individual partners; if an individual, state name in full.

\_\_\_\_\_  
Principals authorized to sign on behalf of JL GROUP, LLC:

\_\_\_\_\_  
Jeffrey B. Love

\_\_\_\_\_  
Jeffrey L. Johnson

\_\_\_\_\_  
Date: January 27, 20 21

Company: JL GROUP, LLC

Signed: 

Name: Jeffrey B. Love

Title: Principal

Telephone: (949) 282-1818

Legal Address: 30025 Alicia Parkway, #327

Laguna Niguel, CA 92677

JL GROUP, LLC

**FINANCIAL CAPACITY STATEMENT**

Due to the public nature of this document, at this time, JL GROUP, LLC declines to submit its financial information herewith. However, should JL GROUP, LLC be considered for and/or awarded the contract concerning this proposal, JL GROUP will submit the requested financial information through private and secure means.

The undersigned hereby declares that JL GROUP, LLC has the financial capacity to perform the work contemplated by the City of Gardena's RFP for Background Investigation Services as released on December 17, 2020 and Amendment No. 1 dated December 31, 2020.

The undersigned further declares that there are no current administrative proceedings, claims, lawsuits or other exposures pending against JL GROUP, LLC.

Dated: January 27, 2021

  
\_\_\_\_\_  
Jeffrey B. Love, Principal  
JL GROUP, LLC





# ATTACHMENT J

OP ID: MN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/25/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Alliance Mgt. & Insurance Serv 355 Via Vera Cruz #7 CA Agent/Broker Lic# 0737966 San Marcos, CA 92078 Michelle A. Nowell		<b>CONTACT NAME:</b> Michelle A Nowell <b>PHONE (A/C, No, Ext):</b> 760-471-7116 <b>FAX (A/C, No):</b> 760-471-9378 <b>E-MAIL:</b> mnowell@amiscorp.com <b>ADDRESS:</b> <b>PRODUCER CUSTOMER ID #:</b> JLGRO-1	
<b>INSURED</b> JL Group LLC		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : Acceptance Casualty Ins Comp INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	<b>NAIC #</b> 10349

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Errors & Omission GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		CP00962747	12/20/2020	12/20/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CP00962747	12/20/2020	12/20/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XL00451033	12/20/2020	12/20/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Cyber			CP00962747	12/20/2020	12/20/2021	Cyber 300,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michelle A Nowell

© 1988-2009 ACORD CORPORATION. All rights reserved.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT  
CAREFULLY.**

**ADDITIONAL INSURED - DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s)**

Automatic Status Included Where Required by Written  
Contract. All Where Required by Written Contract.

**Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.



**REQUEST FOR PROPOSALS**

**for**

**BACKGROUND INVESTIGATION SERVICES**

RFP Release Date:

December 17, 2020

RFP Submission Deadline:

12:00 PM on January 28, 2021

## 1. Invitation

The City of Gardena (hereinafter referred to as “City”) Police Department performs background checks as part of the City’s pre-employment process for both sworn and civilian employees. Once a candidate is selected for hire, a background check is processed. This could include inquiries into one’s criminal, employment, and credit history.

The City’s purpose of this Request for Proposals (hereinafter referred to as “RFP”) is to enter into a contract for Background Investigation Services for pre-employment background checks.

## 2. Scope of Work

The following list summarizes the information typically obtained for all candidates through the City’s pre-employment background investigation. Additional information may be required for individuals at higher levels.

- Local, state and federal criminal record search
- Employment verification for current and previous employers
- Social security number trace
- Education verification
- Credit report
- Reference interviews
- Follow-up of polygraph results

## 3. Contractor Minimum Requirements

Contractor shall have a minimum of three (3) years documented experience in providing the services that are the subject of this RFP. Contractor shall possess a valid California Bureau of Security and Investigative Services (BSIS) license to be a private investigator and be California POST certified. It is preferred that all personnel who perform background investigations on this contract under the Contractor are licensed private investigators.

## 4. Licensing

Contractor shall be authorized to do business in the state of California and comply with all pertinent state and federal requirements, laws, orders, ordinances, codes and regulations. Contractor shall also obtain a City of Gardena business license prior to entering into any contract with City. Such business license shall be maintained throughout the entire period of this contract.

## 5. Information/Product

All reports, surveys, tables, charts, diagrams, design work, product recordings and other data (including electronic, audio and video) or documentation prepared or compiled by Contractor in connection with the performance of its obligations under this contract, shall be the sole and exclusive property of City. Contractor shall retain in its files sufficiently detailed working papers relevant to its engagement with City. Contractor further agrees that its working papers will be held in the strictest confidence and will not be disclosed or otherwise made available to outside sources, except as required by law, without the written consent of City.

## 6. Confidentiality

Contractor must agree to keep confidential any and all information concerning the plans, operations or activities of City which may be divulged by City or ascertained by Contractor in the course of performing services under any contract with City. In the event Contractor is required to disclose confidential information pursuant to a subpoena, order of a court, or other legal process, Contractor shall, upon notice of such required disclosure and prior to disclosure, immediately notify City and allow City the opportunity to inspect the information subject to disclosure, and in the event such disclosure is objectionable under any standard or rule of the court, Contractor shall exhaust all legal means to prevent disclosure.

## 7. Terms

The contract between City and the successful Contractor will have an initial term of one (1) year. The contract will be eligible for annual renewal for up to an additional two (2) years, thereby resulting in a potential up to three (3) year contract.

The City reserves the right to reject any and all proposals. City reserves the right to enter into negotiation with more than one Contractor simultaneously and negotiate the best contract terms to benefit the City. City intends to ultimately contract with one vendor to provide Background Investigation Services and all aspects of this contract. All potential Contractors are solely responsible for any and all costs incurred as a result of Contractor's response to this RFP and participation in the RFP process.

## 8. City Point of Contact

Any explanation desired by a potential vendor regarding the meaning or interpretation of any RFP provision or questions must be submitted in writing via email to the procurement contact, Elizabeth Hernandez, no later than 12:00 PM Pacific Time on December 31, 2020. Ms. Hernandez is the only individual who may be contacted regarding the RFP and all inquiries should be sent to

[ehernandez@cityofgardena.org](mailto:ehernandez@cityofgardena.org). Responses to the questions will be posted as an Addendum to the RFP by January 12, 2021 on the City's RFP website and Planet Bids.

From the date the RFP is issued until a contract is executed, communication regarding this project between potential vendors and individuals employed by the City is prohibited. Only written communication with the procurement contact, as listed in this Request for Proposal, is permitted.

Once a determination is announced regarding the selection of a vendor, the Vendor will be permitted to speak with person(s) participating in contract negotiations.

Violation of these conditions may be considered sufficient cause to reject a vendor's proposal and/or selection irrespective of any other condition.

The following exceptions to these restrictions are permitted:

- Contacts made pursuant to any pre-existing contracts or obligations; and
- Presentations, key personnel interviews, clarification sessions or discussions to finalize a contract, as requested by the City.

## 9. Schedule of Events

Below is the City's best estimate of a schedule of events related to this RFP and procurement. These dates are subject to change at the discretion of the City. By submitting a proposal for this contract, vendor is agreeing to be available during the "Interview" time period.

ACTIVITY	DATE/TIME
Release Request for Proposal	December 17, 2020
Deadline to submit written questions	12:00PM on December 31, 2020
Addendum Response to written questions posted on website	January 12, 2021 by 5:00PM
Deadline for submitting proposal	12:00PM on January 28, 2021 via Planet Bids
Interviews	February 1 – 14, 2021
Committee Evaluations	February 15 – 19, 2021
Final Contract Review with Proposed Vendor	February 22 – 26, 2021
Tentative contract award date	March 9, 2021

## 10. References

The City reserves the right to check any reference(s), regardless of the source of the reference information, including but not limited to, those that are identified by the company in the proposal, those indicated through the explicitly specified contacts in Attachment G, those that are identified during the review of the proposal, or those that result from communication with other entities involved with similar projects.

## 11. Financial Capacity

Potential Vendors proposal shall contain the vendor's latest audited financial statement or other pertinent information such as internal unaudited financial statements and financial references to allow the City to reasonably formulate a determination about the financial capacity of the Proposer. Describe any administrative proceedings, claims, lawsuits, or other exposures pending against the Proposer. Financial Capacity information shall be identified as Attachment I.

## 12. Addendums

If any addendum is issued for this RFP, it will be posted on the City's website as an Addendum at [www.cityofgardena.org](http://www.cityofgardena.org) and on Planet Bids. The City reserves the right to cancel or amend the RFP at any time.

## 13. Applicable Law

The laws of the State of California shall govern, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located in the State of California, regardless of the place of business, residence or incorporation of the Vendor.

## 14. Proposal Submission and Process

Proposals shall be submitted via Planet Bids. No other submission methods will be accepted.

The proposal response and certification items, referred to as Attachments A through K of this RFP, shall be completed and submitted by the Potential Contractor. Failure to include any item or to adequately address any topic may result in disqualification. The cost of preparing and submitting a proposal as well as the cost of travel or any other costs associated with the interview and/or negotiations is the responsibility of the Potential Contractor and shall not be chargeable in any matter to the City. All proposal responses shall fully comply with all conditions and requirements contained in the RFP.

Conditional bids, or those which take exception to the requirements of this RFP, may be considered non-responsive and rejected. Any modification of the response which is inconsistent with or in addition to all the terms and conditions herein set forth shall be void and of no effect unless and to the extent expressly accepted by the City in writing. Proposals shall be submitted upon the response forms and in the manner prescribed in this document. The City reserves the right to refuse to consider any proposal not tendered on proposal forms furnished by the City, to waive minor discrepancies, or to reject proposals because of minor discrepancies as it sees fit.

#### 15. Evaluation

Evaluation of Contractors shall be based upon a combination of factors, which include but are not limited to, evaluation of the proposal response forms, reference checks, cost, and an interview.

#### 16. Withdrawal of Proposal

Potential Contractors may request withdrawal of a posted, sealed proposal prior to the scheduled proposal opening time provided the request for withdrawal is submitted to the City's RFP Point of Contact in writing. Proposals must be re-submitted and time-stamped in accordance with the RFP document in order to be accepted.

No proposal may be withdrawn for a period of 180 calendar days after the date of proposal opening. All proposals received are considered firm offers during this period. The Potential Vendor's offer will expire after 180 calendar days. If a Potential Vendor intended for award withdraws their proposal, that Potential Vendor may be deemed non-responsible if responding to future solicitations.



## **PROPOSAL RESPONSE FORMS (DELIVERABLES)**

All pages of the bidder's proposal must be numbered consecutively; starting with the Attachment letter, followed by the page number.

All sections (A-K) of the bid packet must be clearly identified on the documents as follows:

<b>ATTACHMENT</b>	<b>DESCRIPTION</b>
A.	TRANSMITTAL LETTER (No form supplied with RFP)  The Transmittal Letter is an opportunity for Contractor to tell City about itself and all deliverables associated with response to this RFP. The Transmittal Letter shall list all personnel that would provide service on this contract. The Transmittal Letter should also address if the Contractor intends to use any Subcontractors to execute any aspect of this contract.
B.	REPRESENTATIONS AND CERTIFICATIONS FORM
C.	BID PROPOSAL AND CONTRACTOR'S CERTIFICATION
D.	NON-COLLUSION AFFIDAVIT OF PRIME CONTRACTOR
E.	CERTIFICATION OF DRUG-FREE WORKPLACE
F.	EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION
G.	LIST OF REFERENCES
H.	ADDENDUM ACKNOWLEDGEMENT-SIGNATURE PAGE
I.	FINANCIAL CAPACITY (No form supplied in RFP)
J.	CERTIFICATE OF INSURANCE (No form supplied in RFP)
K.	SAMPLE CONTRACT

**TRANSMITTAL LETTER TO BE PREPARED ON CONTRACTOR'S  
LETTERHEAD  
LABEL as ATTACHMENT A  
(No Form Provided)**

**BACKGROUND INVESTIGATION SERVICES  
REPRESENTATIONS AND CERTIFICATIONS FORM**

The undersigned submits the attached RFP Response Forms in compliance with the RFP for BACKGROUND INVESTIGATION SERVICES.

The RFP Response Forms include Attachments A-K as herein specified. It is understood that any additional information, if any, included in the RFP Response Forms may not necessarily be considered in the evaluation of the vendor's qualifications by the City.

The undersigned offers to perform all duties and obligations required of Contractor as specified by the provisions of the RFP for BACKGROUND INVESTIGATION SERVICES at the rates and for the consideration herein.

NAME OF BIDDER: \_\_\_\_\_

NUMBER OF YEARS IN BUSINESS IN THIS AREA: \_\_\_\_\_

DBA: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

FAX NUMBER: (\_\_\_\_) \_\_\_\_\_

E-MAIL: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

OWNERSHIP INFORMATION. List the full name of each owner who possesses at least a ten percent interest in the business. If the owner is a general business, each owner shall be listed; if the owner is a corporation, each stockholder holding more than ten percent of the corporation shall be listed; and if the owner is a partnership, each partner, excluding limited partners, shall be listed.

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**ATTACHMENT B**

**Page 2 of \_\_\_\_\_**

I represent and certify that I have read and understand the information presented in the RFP documents contained in the Background Investigation Services Request for Proposals, and that it is true and correct to the best of my knowledge and belief and that I am authorized to execute this Representation and Certification.

Signed \_\_\_\_\_

Firm \_\_\_\_\_

Name \_\_\_\_\_  
(Print or type)

Title \_\_\_\_\_

Date \_\_\_\_\_

**Note to Bidder:**

ATTACH COPY OF CORPORATE RESOLUTION OR OTHER DOCUMENT ESTABLISHING THAT THE PERSON MAKING THE REPRESENTATION AND CERTIFICATION ABOVE IS AUTHORIZED TO DO SO. THE DOCUMENT MUST BE LABELLED "ATTACHMENT B", Page 3.

**BACKGROUND INVESTIGATION SERVICES  
PROPOSAL AND CONTRACTOR'S CERTIFICATION FORM**

NAME OF COMPANY SUBMITTING PROPOSAL \_\_\_\_\_

Description	Unit	Estimated Annual Qty	Unit Price
National and Multi-Statewide criminal database check, employment history, credit history, etc.			
Sworn employee	Each	25	
Civilian employee	Each	30	
Initial screening	Each	15	
<b>TOTAL:</b>			

\*Contractor must submit City's Form but may also submit Contractor's own cost form, if necessary, as part of Attachment C

I hereby certify that the fees listed on this proposal form constitutes my Proposal for furnishing the required services necessary to provide City BACKGROUND INVESTIGATION SERVICES and that the prices proposed above will remain in effect from January 28, 2021 through \_\_\_\_\_ .

Note: Failure to respond with a specific date will be considered non-responsive.

\_\_\_\_\_  
Signature of Authorized Representative/Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
NON-COLLUSION AFFIDAVIT OF CONTRACTOR**

State of \_\_\_\_\_ County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:

- 1) He is \_\_\_\_\_ of \_\_\_\_\_,  
(Owner, partner, officer, representative, or agent)  
  
the Contractor that has submitted the attached Proposal.
- 2) He is fully informed respecting the preparation and contents of the attached RFP and all pertinent circumstances respecting such Proposal;
- 3) Such Proposal is genuine and is not a collusive or sham Proposal;
- 4) Neither the said Contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Contractor, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted or to refrain from bidding in connection with such Contract or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Contractor, firm or person to fix the price or prices in the attached Proposal or of any other Contractor or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Contractor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Gardena (OWNER) or any person interested in the proposed Contract; and
- 5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title of Authorized Official

My Commission expires on \_\_\_\_\_

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
CERTIFICATION OF DRUG-FREE WORKPLACE**

I, \_\_\_\_\_, hereby certify on behalf of  
(Name of Authorized Official)

\_\_\_\_\_ that:  
(Name of Company)

The Contractor named above, and all Sub-Contractors working on this Contract, will comply with Government Code Section 8355 in matters relating to providing a drug-free workplace. The Contractor and all Sub-Contractors will, therefore:

Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance are prohibited, and that specified actions will be taken against employees for violation of these prohibitions, as required by Government Code Section 8355(a).

Establish a Drug-Free Awareness Program, as required by Government Code Section 8355(b), to inform employees about all of the following:

1. The dangers of drug abuse in the workplace;
2. The firm's policy of maintaining a drug-free workplace;
3. Any available counseling, rehabilitation and employee assistance programs; and
4. Penalties that may be imposed upon employees for drug abuse violations, including that no employee who tests positive for use of a controlled substance shall be permitted to work on this Contract.

Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed Contract:

1. Will receive a copy of the firm's drug-free policy statement; and
2. Will agree to abide by the terms of the firm's statement as a condition of employment on the Contract.

**CERTIFICATION:**

I, \_\_\_\_\_, hereby certify that the above named company, which I am duly authorized to represent, will comply with the Drug-Free Workplace requirements of this Contract. I understand that this certification is made under penalty of perjury, under the laws of the State of California.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Title of Authorized Official)

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION**

The Contractor hereby certifies compliance with all applicable equal employment opportunity laws and regulations, as applicable.

1. In implementing the project, the Contractor may not discriminate against any employee or applicant for employment because of race, color, creed, sex, disability, age or national origin. The recipient agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, creed, sex, disability, age, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. The Contractor shall be responsible for requiring that all subcontractors of the project comply with this provision, except subcontracts for standard commercial supplies of new materials.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

By:

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Print Name of Authorized Official

\_\_\_\_\_  
Title of Authorized Official



**LIST OF REFERENCES**

NAME OF COMPANY SUBMITTING BID \_\_\_\_\_

Please submit the following information in reference to similar experience as specified in the RFP.  
If available, please specify other local municipalities for which you have provided service.

NAME OF BUSINESS \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

DATES OF CONTRACTED SERVICE: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

DATES OF CONTRACTED SERVICE: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

DATES OF CONTRACTED SERVICE: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ TITLE: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

DATES OF CONTRACTED SERVICE: \_\_\_\_\_

**BACKGROUND INVESTIGATION SERVICES REQUEST FOR PROPOSALS  
ADDENDUM ACKNOWLEDGEMENT – SIGNATURE PAGE**

Addendum Acknowledgement – Signature Page

Contractor acknowledges receipt of the following addenda which are attached to the RFP:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

Failure to acknowledge the receipt of all addenda may cause the Proposal to be considered non-responsive to the Request for Proposals.

If Contractor is a corporation, state the legal name of the corporation and the name(s) of person(s) authorized to sign Proposals; if a partnership, state true name of firm and the names of all individual partners; if an individual, state name in full.

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Date: \_\_\_\_\_, 20\_\_\_\_

Company: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Legal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTACHMENTS I and J**

ATTACHMENTS I and J TO BE PROVIDED BY CONTRACTOR

LABEL EACH ATTACHMENT

**SAMPLE AGREEMENT  
AGREEMENT (DRAFT)  
BETWEEN  
THE CITY OF GARDENA  
AND**

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This contract, hereinafter referred to as Agreement, is entered into this \_\_\_\_ day of \_\_\_\_\_, 2020 (“Effective Date”), by and between the **City of Gardena**, a municipal corporation (“City”) and \_\_\_\_\_, a [state] [type of entity] (“Consultant”). 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. Whereas, City requires the services of a professional to provide Background Investigation; and
- B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and
- C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.
- D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **SERVICES.** Consultant agrees to provide the professional services described in the City’s Request for Proposals (RFP) and any associated addendum, attached hereto as **Exhibit “A”** and Consultant’s Response to City’s RFP (“Consultant’s Proposal”), attached hereto as **Exhibit “B”**, both incorporated herein by this reference (“Services”). 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.

3. **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 agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.
4. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
5. **PERFORMANCE BY CONSULTANT.** 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.
6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. 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. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.
7. **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. City, in its sole discretion, may extend the time for performance of any Service.
8. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Police Chief or his designee. Police Chief or his designee shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Police Chief or his designee. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of Police Chief or his designee. All costs for such corrections shall be borne by Consultant and shall not increase

Consultant's fees due hereunder. Should the Police Chief or his designee determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 10 below.

**9. COMPENSATION.** Consultant shall be compensated as follows:

- A. Amount. Compensation for the Services shall be billed as set forth in Attachment B, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges.
- B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within sixty calendar days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. 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.
- C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

**10. TERM AND TERMINATION.** This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on \_\_\_\_\_, 20\_\_, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by two [2] additional one [1] year periods upon mutual written agreement of both parties.]

- A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.
- B. 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 termination.

- C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.
- D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, 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 provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

## **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 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, 11/85, or equivalent 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. 10/13, 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. Worker's Compensation and Employers 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.
4. Professional Errors & Omissions – a policy with minimum limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence 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.
5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:
  - a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
  - b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."



- c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."
  - d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.
  - e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- 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.
- H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

**12. INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

**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 Contractor such materials from its files as may be required by Contractor to perform Services under this Agreement. Such materials shall remain the property of City while in Contractor's possession. Upon termination of this Agreement and payment of outstanding invoices of Contractor, or completion of work under this Agreement, Contractor shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Contractor in the course of performance of this Agreement.
- B. City may utilize any material prepared or work performed by Contractor pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Contractor. Contractor 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 Contractor accepts such responsibility in writing.

**16. NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES.** Contractor 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 Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

**17. WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

**18. INDEPENDENT CONTRACTOR.** Consultant is and shall at all times remain as to City a wholly independent contractor and shall not obtain rights to any benefits which accrue to City employees. 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. PERS Eligibility Indemnification.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits

on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

20. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.
21. **CONFLICT OF INTEREST AND REPORTING.** 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. 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.
22. **EMPLOYMENT OF ALIENS.** Consultant warrants it fully complies with all laws regarding employment of aliens and others, and that all its employees performing services hereunder meet the citizenship or alien status requirements contained in federal and state statutes and regulations.
23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.
24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes

beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.

26. **CHANGE IN NAME, OWNERSHIP OR CONTROL.** Consultant shall notify the City, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

27. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:                      City of Gardena  
                                     1718 West 162nd Street  
                                     Gardena, California 90247  
                                     Attn: Mike Saffell  
                                     Title: Chief of Police  
                                     Email: [chief@gardenapd.org](mailto:chief@gardenapd.org)  
                                     Telephone: (310) 217-9601

To Consultant:            Name of Consultant  
                                     Street Address or P.O. Box  
                                     City, State Zip Code  
                                     Attn: \_\_\_\_\_  
                                     Email: \_\_\_\_\_  
                                     Telephone: (\_\_\_\_) \_\_\_\_\_

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.

28. **LEGAL REQUIREMENTS.** Contractor shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

29. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants

that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

**30. GUARANTEE AND WARRANTY.** Consultant warrants to City that the material, analysis, data, programs and SERVICES to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re- perform any of said services, which were not performed in accordance with these standards. Consultant shall perform the remedial services at its sole expense.

**31. PUBLIC RECORDS ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

**32. RECORDS/AUDIT.**

- A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation 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 assure proper accounting for all funds.
  - 2. Records which establish that Consultant and any subconsultant who renders 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.

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

34. **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.

35. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

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

37. **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.

38. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

39. **SEVERABILITY.** If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

40. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court

of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

41. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

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

**“City”**  
**City of Gardena**

**“Consultant”**  
**Name of Consultant or Consultant Company**

By: \_\_\_\_\_  
**Name and title of individual**

By: \_\_\_\_\_  
**Name and title of individual**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
**Name and title of individual**

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Mina Semenza, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Carmen Vasquez, City Attorney