



# GARDENA CITY COUNCIL

## Regular Meeting Notice and Agenda

Council Chamber at City Hall

1700 West 162<sup>nd</sup> Street, Gardena, California

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

**Tuesday, March 14, 2023**

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

**TASHA CERDA**, *Mayor*

**PAULETTE C. FRANCIS**, *Mayor Pro Tem*

**MARK E. HENDERSON**, *Council Member*

**RODNEY G. TANAKA**, *Council Member*

**WANDA LOVE**, *Council Member*

**MINA SEMENZA**, *City Clerk*

**GUY H. MATO**, *City Treasurer*

**CLINT OSORIO**, *City Manager*

**CARMEN VASQUEZ**, *City Attorney*

**LISA KRANITZ**, *Assistant City Attorney*

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**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://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. ATTEND THE MEETING IN PERSON**

**PUBLIC COMMENT:** The City Council will hear from the public on any item on the agenda or any item of interest that is not on the agenda at the following times:

- Agenda Items – At the time the City Council considers the item or during Oral Communications
- Non-agenda Items – During Oral Communications
- Public Hearings – At the time for Public Hearings listed on the Agenda

If you wish to address the Council, please complete a "Speaker Request" form and present it to the City Clerk or Sergeant of Arms. You will be called to the podium by name when it is your turn to address the Council. The City Council cannot legally take action on any item not scheduled on the Agenda. Such items may be referred for administrative action or scheduled on a future Agenda. 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 [cityclerk@cityofgardena.org](mailto:cityclerk@cityofgardena.org) at least 24 business hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

## **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**

2. **CLOSED SESSION**

**CITY ATTORNEY REPORT OUT OF CLOSED SESSION**

3. **PLEDGE OF ALLEGIANCE**

4. **INVOCATION**

5. **PRESENTATIONS**

5.A Gardena Events Video Presentation

6. **PROCLAMATIONS**

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.

**PUBLIC COMMENT ON 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, February 28, 2023

**CONTACT: CITY CLERK**

[02282023 REGULAR Minutes CC Meeting - FINAL.pdf](#)

- 8.C Receive and File of Minutes:  
Planning & Environmental Quality Commission, February 21, 2023  
**CONTACT: COMMUNITY DEVELOPMENT**  
[23\\_02\\_21 PCMIN \(signed\)](#)
- 8.D Approval of Warrants/Payroll Register, March 14, 2023  
**CONTACT: CITY TREASURER**  
[Warrant-Payroll Register 03-14-23.pdf](#)
- 8.E Monthly Investment Report, January 2023  
**CONTACT: CITY TREASURER**  
[January 2023 Investment Report.pdf](#)
- 8.F Personnel Report P-2023-4 3-14-23  
**CONTACT: HUMAN RESOURCES**  
[PERS RPT P-2023-4 3-14-23.pdf](#)
- 8.G [Acceptance and Notice of Completion for the Pedestrian Safety Improvements FY 2022-2023 - Sidewalk Trip Hazard Removal Phase, JN 513 \(a.k.a. On-call services for Concrete Remediation\)](#)  
**CONTACT: PUBLIC WORKS**  
[NOC\\_Concrete Remediation\\_JN 513.doc](#)
- 8.H [Acceptance and Notice of Completion for the 170th St. Street Improvement Project from Normandie Avenue to Vermont Avenue, JN 944](#)  
**CONTACT: PUBLIC WORKS**  
[JN 944\\_170th Street Improvement NOC.pdf](#)

9. **EXCLUDED CONSENT CALENDAR**

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

10.A **MARCH 7, 2023 MEETING**

**Conditional Use Permit #7-21, Site Plan Review #9-21, and Environmental Assessment #18-21**

The Planning Commission reviewed the applicant's request to continue the project at the next Planning and Environmental Quality Commission meeting on March 21, 2023.

APPLICANT: Gardena Owner LP

LOCATION: 1600 West 135th Street

**Commission Action:** The Planning Commission motioned to continue the public hearing of Conditional Use Permit #7-21, Site Plan Review #9-21, and Environmental Assessment #18-21 to the next Planning and Environmental Quality Commission meeting on March 21, 2023, as requested by the applicant.

**City Council Action:** No City Council action is needed.

10.B MARCH 7, 2023 MEETING

**Conditional Use Permit #3-22 and Site Plan Review #3-22**

The Planning Commission reviewed a Resolution of Denial for the use of an indoor firearm shooting range located on a 0.46-acre site, for the following:

- Conditional Use Permit (CUP #3-22), per section 18.46.030.C.9 of the Gardena Municipal Code (GMC), for the operation of an indoor firearm shooting range facility located at the Industrial (M-1) zone; and
- Site Plan Review (SPR #5-22) required for any development project for which a Conditional Use Permit is being sought; and
- Determination that the project is exempt from CEQA pursuant to the existing facility exemption, CEQA Section 15301.

APPLICANT: Edmund Tan

LOCATION: 1435 West 130th Street (APN:6102-003-020)

**Commission Action:** The Planning Commission approved Resolution No. PC 3-23, by a vote of 4-0-0, denying Conditional Use Permit #3-22.

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

To view the complete Planning Commission Packet [CLICK HERE](#).  
[2023\\_03-07 PCAX.pdf](#)

11. **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.*

12. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

13. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

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

14.A [Renewal of the General Services Agreement \(GSA\) with the County of Los Angeles for a Five-Year Period, July 1, 2023 through June 30, 2028](#)

**Staff Recommendation: Approve Agreement**  
[general services agreement Gardena 2023.pdf](#)

15. **DEPARTMENTAL ITEMS - POLICE**

15.A [Authorization of Ammunition Purchases from Dooley Enterprises, Inc. Not to Exceed \\$60,000 for Fiscal Year 2022-23](#)

**Staff Recommendation: Authorize ammunition purchases.**  
[Dooley - Sole Source Letter from Winchester](#)



16. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

- 16.A Authorize the Director of Public Works to Enter into Exchange Agreement and Assignment of Federal Surface Transportation Program-Local (STP-L) and Highway Infrastructure Program (HIP) Funds with Los Angeles County Metropolitan Transportation Authority (LACMETRO), in a form approved by the City Attorney

**Staff Recommendation:**

- **Authorize Funding Exchange**

[GARDENA\\_HIP STPL Exchange Agrmt\\_Feb 2023.pdf](#)

- 16.B Award Construction Contract for the Gardena Community Aquatic and Senior Center Project – Underground Utility Phase, JN 978, to Doty Bros. Equipment Company, in the amount of \$157,038, approve the Project Plans & Specifications and Budget Contingency.

**Staff Recommendations:**

- **Award Construction Contract.**
- **Approve the Project Plans and Specifications.**
- **Approve Budget Contingency.**

[JN 978\\_Aquatic & Senior Center\\_Underground Utility Complete Specs.pdf](#)

[JN 978 Aquatic & Senior Center\\_Utility Plans.pdf](#)

17. **DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES**

- 17.A Approval of the City of Gardena Homeless Strategic Plan from March 2023-December 31, 2025

**Staff Recommendation: Approve the City of Gardena Homeless Strategic Plan**

[City of Gardena Homelessness Strategic Plan\\_030323.pdf](#)

[Gardena 2282023 Homeless Plan Presentation.pdf](#)

18. **DEPARTMENTAL ITEMS - TRANSPORTATION**

19. **COUNCIL ITEMS**

- 19.A 12-Month Pilot Commercial Façade Improvement Program

**Staff Recommendation: Approve Establishing a 12-month Pilot Commercial Façade Improvement Program**

[Draft\\_Commercial\\_Facade\\_Improvement\\_Program\\_Guidelines.pdf](#)

[Staff Report - Facade Improvement Program.pdf](#)

20. **COUNCIL DIRECTIVES**

21. **CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS**

22. **COUNCIL REMARKS**

1. MAYOR PRO TEM FRANCIS
2. COUNCIL MEMBER TANAKA
3. COUNCIL MEMBER LOVE
4. MAYOR CERDA
5. COUNCIL MEMBER HENDERSON

23. **ANNOUNCEMENT(S)**

24. **REMEMBRANCES**

Officer Thomas Martinez, former retired Police Officer with the Gardena Police Department;

John Jimenez, 91 years of age, life-long resident of Gardena; he is survived by his wife Florence, and children Connie, Irene, Robert and Susan, grandchildren, and great grandchildren; he will be dearly missed by his family.

25. **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 28, 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 10th day of March 2023.

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk

**MINUTES**  
**Regular Meeting of the**  
**Gardena City Council**  
**Tuesday, February 28, 2023**

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:04 PM on Tuesday, February 28, 2023, in the Council Chamber at City Hall 1700 West 162<sup>nd</sup> Street, Gardena, California; Mayor Tasha Cerda presiding.

**1. ROLL CALL**

Present: Mayor Tasha Cerda; Mayor Pro Tem Paulette C. Francis; Council Member Mark E. Henderson; Council Member Rodney G. Tanaka; Council Member Wanda Love was away on an excused absence; Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Treasurer Guy H. Mato; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero.

**PUBLIC COMMENT ON CLOSED SESSION - None**

**2. CLOSED SESSION**

**2.A CONFERENCE WITH REAL PROPERTY NEGOTIATORS**  
Government Code Section 54956.8

Property: 1731 W. 162nd Street, Gardena, CA 90247

Agency Negotiator: Clint Osorio, City Manager and Greg S. Tsujiuchi, Director of Community Development

Negotiating Parties: Gary J. Uyeda and his agent Glen Higuchi

Under Negotiation: Price and Terms of Payment

**CITY ATTORNEY REPORT OUT OF CLOSED SESSION**

***Mayor Cerda reconvened the meeting to the Regular Open Session at 7:45 p.m., and the City Clerk noted the return of all Council Members, who were present at the meeting. When City Attorney Vasquez was asked if there was any reportable action from Closed Session, she stated that direction was provided to staff, but no reportable action was taken.***

**3. PLEDGE OF ALLEGIANCE**

Kristinah Silva led the Pledge of Allegiance. She attends Serra High School. Kristina is the Vice President of her class and is currently a Cadette in training with the Hawthorne Police Department.

**4. INVOCATION**

Presented by Pastor, Larry Dozier, The New Earth Christian Church, gave the Invocation.

## 5. PRESENTATIONS

- 5.A Gardena Military Veteran Recognition to Honor Gary N. Sakata, who served in the U.S. Army. He was chosen at the recommendation of Mayor Pro Tem Paulette C. Francis *(to be accepted by Mr. Gary Sakata)*

***Mayor Cerda read a brief Biography; then Mayor Pro Tem Francis presented Mr. Sakata with a City of Gardena Veterans Commemorative Coin. Mr. Sakata was given an opportunity to speak and appropriate photos were taken.***

- 5.B Boards and Commissions Update - Human Services Commission  
- ***Jackie Arcos, Liaison for the Human Services Commission, provided a Presentation.***

- 5.C Los Angeles Community College District (LACCD) Presentation  
- ***Robert Urtega, Local Advocate for the Los Angeles Community College District introduced President of Southwest College, Dr. Anthony Culpepper, who provided a Presentation.***

***Council Member Henderson stated, as a former student, he is proud to see how the college is progressing and how our bond dollars are at work with the new facilities. He encourages everyone to visit the college and thanked Dr. Culpepper for the presentation.***

***Mayor Pro Tem Francis mentioned, as a former student, also thanked him for his presentation and is excited to hear about all the good things and the growth of the college.***

***Mayor Cerda, being an alumni, also thanked and commended him for such a great campus. She is pleased to hear about all the great things that they are doing at the college.***

- 5.D Homeless Strategic Plan Overview Presentation  
- ***Director of Recreation and Human Services, Stephany Santin and Homeless Coordinator, Diana Espinoza, co-presented the PowerPoint Presentation.***

***There was a discussion which included Council; Director Santin & Homeless Coordinator Espinoza answered all of their questions; Director Santin acknowledged all participants who were involved in the creation of the Homeless Strategic Plan.***

- 5.E Certificate of Commendation in Special Recognition of Retirements and Long-Time Service to the City of Gardena:  
(a) Walter Hill, Custodian - Lead - 32 years - (Recreation & Human Services Department)

***Director of Recreation and Human Services, Stephany Santin thanked Mr. Hill for all his hard work and dedication.***

***Mayor Cerda read Mr. Hill's Certificate of Commendation and expressed her appreciation for Mr. Hill.***

## 6. PROCLAMATIONS

*Mayor Cerda announced the Gardena Events Video Presentation that is highlighting the Recreation and Human Services Department current and future events.*

6.A "WOMEN'S HISTORY MONTH" March 2023  
- *was proclaimed by Mayor Cerda*

6.B "BLACK HISTORY MONTH" February 2023  
- *was proclaimed by Mayor Cerda*

## 7. APPOINTMENTS - *No Appointments were made*

## 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 24, 2023  
Special Meeting of the Gardena City Council, February 15, 2023  
**CONTACT: CITY CLERK**

8.C Receive and File of Minutes:  
Planning & Environmental Quality Commission, December 6, 2022  
Planning & Environmental Quality Commission, January 31, 2023  
**CONTACT: COMMUNITY DEVELOPMENT**

8.D Approval of Warrants/Payroll Register, February 14, 2023  
**CONTACT: CITY TREASURER**

February 14, 2023: Wire Transfer: 12312-12320; Checks Voided: 170431-170643– for a total Warrants issued in the amount of \$4,032,799.30; Total Payroll Issued for January 27, 2023: \$2,063,008.03; February 10, 2023: \$1,698,182.40.

8.E Approval of Warrants/Payroll Register, February 28, 2023  
**CONTACT: CITY TREASURER**

February 28, 2023: Wire Transfer: 12321-12334; Checks Voided: 170644-170838– for a total Warrants issued in the amount of \$1,614,395.70; Total Payroll Issued for February 24, 2023: \$2,251,874.16.

8.F Monthly Investment Report, December 2022  
**CONTACT: CITY TREASURER**

8.G Personnel Report P-2023-3 2-28-23  
**CONTACT: HUMAN RESOURCES**

8.H RESOLUTION NO. 6622, Authorizing Execution of Administering Agency-State Master Agreements for State and Federal-Aid Funded Projects  
**CONTACT: ADMINISTRATIVE SERVICES**

RESOLUTION NO. 6622

A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF GARDENA, CALIFORNIA, AUTHORIZING  
EXECUTION OF ADMINISTERING AGENCY-STATE  
MASTER AGREEMENTS FOR STATE AND FEDERAL-  
AID FUNDED PROJECTS

- 8.I RESOLUTION NO. 6623, Amending the List of Authorized Games and Authorizing the Play of Certain Games in Licensed Card Clubs  
**CONTACT: CITY MANAGER**

RESOLUTION NO. 6623

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

- 8.J Second Reading and Adoption of ORDINANCE NO. 1848, Amending Title 18 of the Gardena Municipal Code Primarily Relating to the Establishment of Housing Overlays and Development Standards Pertaining Thereto and Revising the City's Zoning Map and Finding the Adoption to be Exempt from CEQA Pursuant to CEQA Guidelines Sections 15061(B)(3) and 15308.  
**CONTACT: COMMUNITY DEVELOPMENT**

ORDINANCE NO. 1848

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY  
OF GARDENA, CALIFORNIA AMENDING TITLE 18 OF  
THE GARDENA MUNICIPAL CODE PRIMARILY  
RELATING TO THE ESTABLISHMENT OF HOUSING  
OVERLAYS AND DEVELOPMENT STANDARDS  
PERTAINING THERETO AND REVISING THE CITY'S  
ZONING MAP AND FINDING THE ADOPTION TO BE  
EXEMPT FROM CEQA PURSUANT TO CEQA  
GUIDELINES SECTIONS 15061(b)(3) and 15308

- 8.K California Energy Commission Grant Agreement  
**CONTACT: COMMUNITY DEVELOPMENT**
- 8.L RESOLUTION NO. 6613, Artesia Boulevard Landscaping Assessment District Renewal for the Fiscal Year Commencing July 1, 2023 and Ending June 30, 2024.  
**CONTACT: PUBLIC WORKS**

RESOLUTION NO. 6613

A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF GARDENA, CALIFORNIA, ARTESIA BOULEVARD  
LANDSCAPING ASSESSMENT DISTRICT RENEWAL  
FOR THE FISCAL YEAR COMMENCING JULY 1ST,  
2023 AND ENDING JUNE 30TH, 2024

- 8.M RESOLUTION NO. 6614, Consolidated Street Lighting District Renewal for the Fiscal Year Commencing July 1, 2023, and Ending June 30, 2024.  
**CONTACT: PUBLIC WORKS**

RESOLUTION NO. 6614

A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF GARDENA, CALIFORNIA, CONSOLIDATED  
STREET LIGHTING DISTRICT RENEWAL FOR THE  
FISCAL YEAR COMMENCING JULY 1ST, 2023 AND  
ENDING JUNE 30TH, 2024

- 8.N Approve Carnival Agreement with Baque Bros/Classic Rides for Spring Carnival at Mas Fukai on Friday, April 7, Saturday, April 8, and Sunday, April 9, 2023.  
**CONTACT: RECREATION & HUMAN SERVICES**
- 8.O Approve Fuel Contract Increase with Clean Energy for the Purchase of Compressed Natural Gas (CNG)  
**CONTACT: TRANSPORTATION**

**It was moved by Council Member Henderson, seconded by Mayor Pro Tem Francis, and carried by the following roll call vote to Approve all Items on the Consent Calendar with the exception of Items 8.J, 8.K and 8.O:**

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

**9. EXCLUDED CONSENT CALENDAR**

- 8.J COMMUNITY DEVELOPMENT - Second Reading and Adoption of ORDINANCE NO. 1848, Amending Title 18 of the Gardena Municipal Code Primarily Relating to the Establishment of Housing Overlays and Development Standards Pertaining Thereto and Revising the City's Zoning Map and Finding the Adoption to be Exempt from CEQA Pursuant to CEQA Guidelines Sections 15061(B)(3) and 15308.  
**- Item pulled by Mayor Pro Tem Francis**

Mayor Pro Tem Francis brought forth her concerns for pulling Ordinance No. 1848 for its Second Reading.

Senior Planner, Amanda Acuna explained in detail that this ordinance has to do with amending the GMC relating to the establishments of the Housing Overlays and Housing Standards pertaining to revising the City's Zoning Map.

City Attorney Vasquez then stated that in our last meeting we adopted Urgency Ordinance No. 1847 which adopted the Zoning. She further explained it was recommended by our City Attorney's office in an abundance of caution that this ordinance have a first and second reading, because of the legal potential challenge that was received; as a result of adopting Urgency Ordinance No. 1847, we received a letter today that stated we have a compliant Housing Element.



*City Attorney Vasquez noted for the record – Tonight because this is a regular Ordinance it only requires three (3) out of the five (5) votes to pass.*

**It was moved by Council Member Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Item 8.J:**

**Ayes: Council Members Tanaka and Henderson, and Mayor Cerda**

**Noes: Mayor Pro Tem Francis**

**Absent: Council Member Love**

**8.K COMMUNITY DEVELOPMENT - California Energy Commission Grant Agreement.  
- *Item pulled by Mayor Pro Tem Francis***

Mayor Pro Tem Francis asked for confirmation of this grant agreement. City Manager Osorio replied that the State has asked that we automate the permit process when it comes to solar panels; we are required to have an application be processed through an app. She then asked how much the grant was for and he replied \$60,000.

**It was moved by Mayor Pro Tem Francis, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Item 8.K:**

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

**Noes: None**

**Absent: Council Member Love**

***Mayor Cerda noted for the record that – Oral Communication will be taken out of order and shall be heard by a specific time as stated on our Agenda. She allowed for all individuals to speak at this time and informed everyone that once finished with Oral Communications the meeting will resume with Item 8.O.***

**11. ORAL COMMUNICATIONS**

- 1) John Bradley, John Hilario, Ken Virzi, Dot Lin, Charisma DeBerry; Bryon Young and Sam Steward, residents of Rosecrans Place in Gardena expressed their concerns and spoke in opposition of the U-Haul Development Plan.

*Mayor Cerda thanked everyone for coming out and expressing their concerns and making all Council Members aware of the impact that the project can have on their residence.*

- 2) Hector Vargas, Board Member for Grandeza Mexicana Folk Ballet Company; came to announce their upcoming events and are looking to partner with the City of Gardena.
- 3) Sarah Harper, from Mayme Dear Library; came to announce library upcoming events happening at the Mayme Dear and Satow Libraries.

**11.A PUBLIC COMMENT**

- 1) City Clerk Mina Semenza, noted for the record the email that was received from the public.

**Mayor Cerda resume the meeting with Consent Calendar Item 8.O.**

**Mayor Pro Tem Francis asked to pulled Item 8.N – noted for the record this Item was not pulled during the initial Consent Calendar roll call.**

**City Attorney Vasquez informed Mayor Cerda that with her permission Mayor Pro Tem Francis can ask her question, but the motion has been voted on already.**

- 8.N RECREATION AND HUMAN SERVICES - Approve Carnival Agreement with Baque Bros/Classic Rides for Spring Carnival at Mas Fukai on Friday, April 7, Saturday, April 8, and Sunday, April 9, 2023.

Mayor Pro Tem Francis brought forth her concern about safety, same as last year; and asked if there is a plan. City Manager Osorio explained that one security guard will be paid by the City, and two of our Police Officers will be present from 2:00p.m. to closing on Friday, Saturday and Sunday; he continued to say that this same plan worked last year.

- 8.O TRANSPORTATION - Approve Fuel Contract Increase with Clean Energy for the Purchase of Compressed Natural Gas (CNG) - **Item pulled by Mayor Pro Tem Francis**

Mayor Pro Tem Francis asked for confirmation about the increase in the cost of natural gas, and also asked what happens if the gas prices go down. She then asked which of our buses does this affect and asked if we were going to install gas tanks at GTrans; she also asked if there is money left over, does it just roll over to the fund and asked for confirmation that this does not affect the general fund.

City Manager Osorio and Director of Transportation Ernie Crespo answered all of her questions.

**It was moved by Mayor Pro Tem Francis, seconded by Council Member Tanaka, and carried by the following roll call vote to Approve Item 8.O:**

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

**Noes: None**

**Absent: Council Member Love**

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

- 10.A FEBRUARY 7, 2023 MEETING - **Meeting Cancelled**

- 10.B FEBRUARY 21, 2023 MEETING

### **Conditional Use Permit #7-21, Site Plan Review #9-21, and Environmental Assessment #18-21**

The Planning Commission reviewed the applicant's request to continue the project to the next Planning and Environmental Quality Commission meeting on March 7, 2023.

APPLICANT: Gardena Owner LP

LOCATION: 1600 West 135th Street

**Commission Action:** The Planning Commission motioned to continue the public hearing of Conditional Use Permit #7- 21, Site Plan Review #9-21, and Environmental Assessment #18 -21 to the next Planning and Environmental Quality Commission meeting on March 7, 2023, as requested by the applicant.

**City Council Action:** No City Council action needed. The Planning Commission had not approved an item resolution and motioned to continue the public hearing to March 7, 2023.

Mayor Pro Tem Francis asked what this was for?

Community Development Director Greg Tsujiuchi came up to the podium and answered her question.

#### 10.C FEBRUARY 21, 2023 MEETING

##### **Conditional Use Permit #3-22 and Site Plan Review #3-22**

The Planning Commission considered a request for approval of the following entitlements to allow the use of an indoor firearm shooting range located on a 0.46-acre site:

- Conditional Use Permit (CUP #3- 22), per section 18.46.030.C.9 of the Gardena Municipal Code (GMC), for the operation of an indoor firearm shooting range facility located at the Industrial (M-1) zone; and
- Site Plan Review (SPR #5-22) required for any development project for which a Conditional Use Permit is being sought; and
- Determination that the project is exempt from CEQA pursuant to the existing facility exemption, CEQA Section 15301.

APPLICANT: Edmund Tan

LOCATION: 1435 West 130th Street

**Commission Action:** The Planning Commission directed Planning Staff to draft a Resolution of Denial for Conditional Use Permit #3-22 and Site Plan Review #5-22.

**City Council Action:** No City Council action needed.

#### 12. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES - No Items

#### 13. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT - No Items

#### 14. DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES - No Items

#### 15. DEPARTMENTAL ITEMS - POLICE

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

City Manager Osorio presented the Staff Report.

Mayor Pro Tem Francis asked the following questions: is this the same vendor we used last year, and we just renew the contract, why aren't we looking for a new vendor?

City Manager Osorio explained the contract details.

**It was moved by Council Member Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Authorize and Execute Contract:**

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

**Noes: None**

**Absent: Council Member Love**

**16. DEPARTMENTAL ITEMS - PUBLIC WORKS - *No Items***

**17. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES**

- 17.A Approval of a Fourth of July Fireworks Agreement in the amount of \$38,500 with Pyro Spectaculars Inc.

City Manager Osorio presented the Staff Report.

*No Public Speakers.*

Mayor Cerda asked if the display time was shortened; or was it the same amount time last year?

Mayor Pro Tem Francis asked if there was anything we could do to be comparable with our neighboring cities fireworks, such as being the same height, or level?

Mayor Cerda stated that she was unsure if we could be comparable; those may be illegals, but we can assure our residents that it will be safer at ours cause it will be done by a professional, and we have our Fire Department there.

Director of Recreation and Human Services, Stephany Santin and City Manager Osorio answered all questions.

**It was moved by Council Member Henderson, seconded by Mayor Pro Tem Francis, and carried by the following roll call vote to Approve Agreement with Pyro Spectaculars Inc:**

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

**Noes: None**

**Absent: Council Member Love**

**18. DEPARTMENTAL ITEMS – TRANSPORTATION - *No Items***

**19. COUNCIL ITEMS – *No Items***

## **20. COUNCIL DIRECTIVES**

### Mayor Pro Tem Francis

- 1) Asked for a report of how many tobacco stores sells tobacco. Would like to know if any rules or regulations can be implemented to limit the amount. – **Mayor Cerda seconded it.**

### Mayor Cerda

- 1) Asked if we could look into a grant for business façade improvements – **Council Member Henderson seconded it.**

## **21. 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) Full compliance letter received from HCD – Approving the city 6<sup>th</sup> Cycle Housing Element from 2021-2029.

## **22. COUNCIL REMARKS**

- 1) COUNCIL MEMBER TANAKA- Since the last meeting Council Member Tanaka attended the COG Finance Committee, Cookies with the Rookies, The Student Leadership Program hosted by Kiwanis Key Club. Council Member Tanaka also attended the COG Board Meeting. Lastly, Council Member Tanaka acknowledges women for Women's History Month.
- 2) COUNCIL MEMBER HENDERSON- Since the last meeting Council Member Henderson attended the special meeting of the Housing Element. Council Member Henderson also attended the ICA Conference, the Advocacy Committee, Responsible Governance Committee, AQM Tach meeting, LA Chamber of Commerce event at the SOFI Stadium and obtained information regarding Digital Billboards, attended the viewing of Jessica Randell that took place at the Inglewood Mortuary. Council Member Henderson stated that he is no longer a Chair Responsible Governance. Council Member Henderson is now on the Advocacy Committee. Council Member Henderson stated that City of South Pasadena is looking into electrifying their police fleet. Council Member Henderson sends a special congratulations to Gardena resident Mrs. Yoshiko Miwa on the age of 109. Lastly, Council Member Henderson acknowledges women for Women's History Month.
- 3) MAYOR CERDA- Since the last meeting Mayor Cerda attended a Neighborhood watch meeting for 129<sup>th</sup> and Wilton Place which was held at the Senior Center. Mayor Cerda also attended Southern California Mayor's Leadership Conference that was held in the City of Claremont School of Management, a grand opening for a fast-food restaurant called Dirt Dog, and the ICA Conference. Mayor Cerda was also in attendance for the City Selection Meeting for the southwest sector where a rep for small cities affordable housing was selected. Mayor Cerda was also in attendance of her monthly CCGA meeting as well as the monthly Sanitation meeting, the Teen night that was held at Nakaoka Community Center, and The Special City Council Meeting on the Housing

Element. Mayor Cerda also attended a dinner with the Consulate General of Korea and several other mayors from South Bay Cities were also in attendance, Second City Selection meeting where the rep that was chosen for housing for small cities had to be ratified and a second vote had to be taken within a week and a half of each other, also in attendance of the retirement banquet for the L.A County Fire Department Chief Daryl Osby, The Miss Los Angeles County Pageant which was held at the Nakaoka Community center, Attended the City of Carson 55<sup>th</sup> anniversary of their city being incorporated, City Selection Meeting for AQMD Rep whom City Council Member Jose Salachi from the City of Lynwood will represent for the upcoming 2 years. Lastly, Mayor Cerda attended the funeral service for Jessica Randell who served as a senior citizens commission, cop cat rep, member of MLK, and Homeowners meeting. Mayor Cerda mentioned a call she received about a resident who had a stroke and sheds light on Brian Tanaka for a great deal of service to the customer who called. Mayor Cerda asked a representative from the Southern California Gas Company to do a presentation on the increase of gas. Mayor Cerda provides information on an app that you can download that display's the amount of gas has being used.

- 4) MAYOR PRO TEM FRANCIS - Mayor Pro Tem Francis also mentioned the notice of gas bill and rate increase and encourages those to participate in the hearing held virtually on March 6<sup>th</sup> regarding the gas bill. Since the last meeting Mayor Pro Tem Francis attended the West Basin Director's Installation Ceremony, Community meetings for the homeless plan, Los Angeles County Vector Control meeting, Beautification Commission meeting and reports that there are 168 Graffiti incidents and 168 illegal dumping which have been handled, attended the Black History Month Celebration called the Historical Africa Cultural Center located on Gardena Boulevard and Cookies with Rookies. Mayor Pro Tem Francis mentioned on March 18<sup>th</sup> there will be a hands-on gardening workshop that touches on drought gardening. Mayor Pro Tem Francis highlights the MLK parade is not a part of the Black History Month Program which was scheduled on January 14<sup>th</sup> but postponed due to weather, while also stating that Gardena is the first city besides Western Mississippi to honor Dr. Martin Luther King with a celebration. Mayor Pro Tem Francis states the program was started by Arthur Johnson in 1972 with the help of Rosemary Johnson. Mayor Pro Tem Francis mentions MLK Commemorative youth program on March 11<sup>th</sup> at Nakaoka Community Center. Lastly, Mayor Pro Tem Francis mentioned the reason she pulls the consent calendar items for the significance to discuss any time we are spending money, receiving money, or a new program is introduced; that way the community is updated on the information on what we do and why it is being done.

## **23. ANNOUNCEMENT(S)**

Mayor Cerda announced:

- 1) Battle of the Badges Blood Drive, Thursday, March 2, 2023; 10:00 a.m.-4:00 p.m. at Rush Gymnasium, 1651 W. 162<sup>nd</sup> Street. Save a life for a chance to win a pair of Gardena Dodgers Day Tickets!
- 2) Shamrockin' & Rollin' Dance, Friday, March 10, 2023; 6:30 p.m.-9:00 p.m. at the Nakaoka Community Center. This is a Therapeutic Recreation Program (TRP).
- 3) Hands On Gardening Workshop, Saturday, March 18, 2023 – from 9:30 a.m. – 11:00 a.m. Workshop will be held at Rowley Park. You will learn about native and climate appropriate plants; proper plant installation and maintenance; water efficient irrigation devices.

- 4) Semi- Annual Clean Up Event - Bulky item pickup, leave items out Event Schedule:  
If your normal trash day is: Monday Tuesday Wednesday Thursday Friday  
Then your cleanup day is: Feb. 18 Feb. 25 Mar. 4 Mar. 11 Mar. 18  
Please contact WR for more information at (888)467-7600.
- 5) Free Shredding Event for Gardena Residents, Saturday, April 29, 2023; 8:00 a.m.-12:00 p.m. at City Hall Complex. Proof of Residency Required. Maximum of 5 boxes (12x16x10 in) per household.

#### **24. REMEMBRANCES**

**Mrs. Florence Needham**, 98 years of age, beloved grandmother of Richard Gray, Home Improvement Helper from the Public Works Department.

**Mrs. Barbara Robinson**, 87 years of age, former Administrative Secretary with the City Clerk's Department. She provided over 16 years of service to the City of Gardena.

**Mr. Hershel Clady**, 81 years of age, Mr. Clady was a retired Assistant Fire Chief for the County of Los Angeles Fire Department. Mr. Clady retired in 2001 and provided over 32 years of service to the Department. He worked in Gardena for a short period of time as well.

**Mrs. Betty Ann Hinds**, 89 years of age, longtime Gardena resident and active member of the community.

**Officer Thomas Martinez**, former retired Police Officer with the Gardena Police Department.

#### **25. ADJOURNMENT**

At 10:31 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, March 14, 2023.

MINA SEMENZA

City Clerk of the City of Gardena and

Ex-officio Clerk of the Council

APPROVED:

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

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



**Regular PEQC Meeting Notice and Agenda of the  
Planning and Environmental Quality Commission  
Tuesday, February 21, 2023**

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 21, 2023, in the Council Chambers at 1700 W. 162nd Street, Gardena, California.

**PARTICIPATE BEFORE THE MEETING** by emailing the Planning Commission at [planningcommissioner@cityofgardena.org](mailto:planningcommissioner@cityofgardena.org) by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.

1. **CALL MEETING TO ORDER**

The meeting was called to order at 7:00PM

2. **ROLL CALL**

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

3. **APPROVAL OF MINUTES**

3.A December 6, 2022, MEETING

A motion was made by Commissioner Kanhan and seconded by Vice Chair Henderson to approve the minutes of the meeting on December 6, 2022. The minutes were approved 3-0-1.

Ayes: Kanhan, Henderson, Langley

Noes:

Abstain: Sherman

3.B January 31, 2023, SPECIAL MEETING

A motion was made by Vice Chair Henderson and seconded by Commissioner Kanhan to approve the minutes of the meeting on January 31, 2023. The minutes were approved 4-0-0.

Ayes: Henderson, Kanhan, Langley, Sherman

Noes:

Abstain:

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 **CONDITIONAL USE PERMIT #7-21 AND SITE PLAN REVIEW #9-21 ENVIRONMENTAL ASSESSMENT #18-21**

Continuation to the March 7, 2023, Planning Commission Meeting.

Project Location: 1600 W. 135th Street, Gardena

Applicant: Gardena Owner LP

Continuation\_Memo.pdf

Senior Planner, Amanda Acuna, informed the Planning Commission that the item will be moved to the next Planning and Environmental Quality Commission meeting on March 7, 2023, at the applicant's request, and that the public hearing period will be continued to the respective date.

Chair Langley opened the public hearing.

### 5.B **CONDITIONAL USE PERMIT #3-22 AND SITE PLAN REVIEW #5-22**

The applicant is requesting approval of the following entitlements to allow the use of an indoor firearm shooting range located on a 0.46-acre site:

- Conditional Use Permit (CUP #3-22), per section 18.46.030.C.9 of the Gardena Municipal Code (GMC), for the operation of an indoor firearm shooting range facility located at the Industrial (M-1) zone; and
- Site Plan Review (SPR #5-22) required for any development project for which a Conditional Use Permit is being sought; and
- Determination that the project is exempt from CEQA pursuant to the existing facilities exemption, CEQA Section 15301.

APPLICANT: Edmund Tan

LOCATION: 1435 West 130th Street (APN: 6102-003-020)

Staff Report (CUP #3-22 & SPR #5-22)

Attachment A - Project Plans

Attachment B – Suggested Conditions (CUP #3-22 and SPR #5-22)

Attachment C - Public Comments

Ms. Acuna presented the project to the commission.

Chair Langley opened the public hearing.

The applicant, Edmund Tan, elaborated on his project, background, and reasons why he wanted to pursue the project, and requested a recommendation of approval.

Over 20 people gave their opinion to the commission, about the project, during the public hearing period.

Vice Chair Henderson commended the support the applicant has and asked if the applicant knows the reason why different shooting range facilities are closing in the area.

The applicant responded that there are different reasons, but the facility in Torrance lost its lease and the facility in San Pedro had closed off its facility to the public and is used for law enforcement only.

Vice Chair Henderson inquired what is the applicant's stance if an employee has any gun violations.

The applicant stated that if any employees have gun violations or misdemeanors they would not be allowed to be employed at the facility.

Vice Chair Henderson questioned how the applicant will track ammunition since only facility-sold ammunition can be used and cannot be taken off-premise.

The applicant answered that there will be an established bag check and they will enforce that all ammunition bought will be used within the facility before leaving the premise.

Vice Chair Henderson asked if there was a standard time duration or constraint the facility will implement to deter loitering.

The applicant stated the appointment system was requested from the approval conditions, and the facility will follow that condition. The appointment system will be followed for the allotted lanes to deter walk-in visits.

Commissioner Kanhan inquired if the facility would have a maximum number of members.

The applicant responded that he may expect 300-400 members in total, but the maximum will be made pending a study of member usage and utilization percentage of the 13 lanes.

Vice Chair Henderson asked if the applicant could confirm if there will be no fully automatic weapons.

The applicant answered that fully automatic rifles are highly restricted and very uncommon as it is mainly used by law enforcement.

Ms. Acuna and Community Development Director, Greg Tsujiuchi, explained the process of decisions the Commission will make for the project.

Chair Langley spoke to the audience about the recently adopted Housing Overlay to the northern adjacent properties, with the highest density overlay of 51-70 dwelling units per acre, and how the use of an indoor shooting range creates a dilemma of safety for future residential developments that the Commission must decide on.

Mr. Tsujiuchi introduced Gardena Chief of Police, Michael Saffell, and Building Official, Mark Berg if the Commission had any inquiries directed towards them.

Mr. Berg stated that he would work with the applicant and the construction company that the applicant is using, Action Target, to construct and contain all ammunition if the use is recommended for approval.

Chief Saffell stated that the recommended conditions will help the safety of the use, however, he is hesitant due to the lack of input from the residential mobile home park across the street.



Commissioner Kanhan added that he was also concerned about the residential home parks near the proposed indoor shooting range.

Commissioner Sherman asked about the shooting range that is within Gardena and if it was for law enforcement only.

Chief Saffell confirmed that the shooting range Commissioner Sherman was referencing, is for Gardena Police Department officers only.

Vice Chair Henderson relayed that he supported the use of an indoor shooting range in the City of Gardena. However, he is uneasy about the idea of the proposed location, especially with the recently adopted Housing Overlay and the sensitive area that this location will pose with future residential development.

Chair Langley stated he was impressed by the comments supporting the use and favored the idea of having an indoor gun range in the city but viewed the location as a detriment to the Housing Overlay and wanted more input from the mobile home park residents.

Mr. Tsujiuchi responded that mail notifications did get sent to the mobile home park residents, but no response was given to Planning Staff.

Commissioner Sherman said that the location might be better suited to the commercial areas to the south of Gardena.

Vice Chair Henderson asked Action Target representative, Chris Hart, about the construction of the building.

Mr. Hart elaborated on the requirements that would be imposed on the construction of the building and examples of different ranges the company has constructed.

Chair Langley closed the public hearing.

MOTION: It was moved by Vice Chair Henderson, and seconded by Chair Langley, to direct Planning Staff to draft and prepare a Resolution of Denial, based on the fact that the use will be detrimental due to the existing residential properties and the newly adopted housing overlay in the proposed location of 1435 West 130<sup>th</sup> Street.

The motion passed by the following roll call vote:

Ayes: Kanhan, Sherman, Henderson, Langley

City Attorney, Carmen Vasquez, stated that Planning Staff will prepare a Resolution of Denial, and present to the Planning Commission at the next regularly scheduled Planning Commission meeting on March 7, 2023, and the public hearing for this item is now closed.

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

Mr. Tsujiuchi advertised the Martin Luther King Jr. Parade is postponed again due to weather and that there is a Planning Commission Academy, held in Garden Grove, on the dates March 29 to March 31, 2023. If any commissioners wish to attend, they can let Planning Staff know by the end of the week.

Mr. Tsujiuchi also wished to recognize and award Commissioner Sherman for his over 10 years of service being a Planning Commissioner.

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

Chair Langley requested to report the election of a new Chair at the next Planning Commission Agenda.

8. **ADJOURNMENT**

Chair Langley adjourned the meeting at 8:43 P.M.

Respectfully submitted,



GREG TSUJIUCHI, SECRETARY  
Planning and Environmental Quality Commission



STEPHEN LANGLEY, CHAIR  
Planning and Environmental Quality Commission

MEMORANDUM

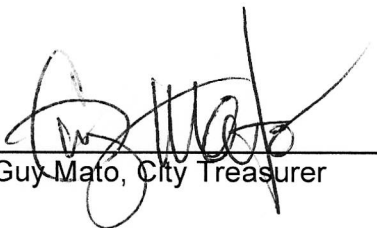
TO: Honorable Mayor and City Council  
FROM: City Treasurer's Office  
DATE: March 9, 2023  
SUBJECT: WARRANT REGISTER  
PAYROLL REGISTER

March 14, 2023 TOTAL WARRANTS ISSUED: \$8,047,992.37

Wire Transfer: 12335-12346  
Prepay: 170839-170844  
Check Numbers: 170845-171012  
Checks Voided:

Total Pages of Register: 21

March 10, 2023 TOTAL PAYROLL ISSUED: \$1,681,941.68

  
\_\_\_\_\_  
Guy Mato, City Treasurer

cc: City Clerk

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12335	2/23/2023	112326 LWP CLAIMS SOLUTIONS INC.	022223		WORKERS' COMP CLAIMS	4,321.13
					<b>Total :</b>	<b>4,321.13</b>
12336	2/27/2023	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4767		HEALTH INSURANCE CLAIMS	76,131.64
					<b>Total :</b>	<b>76,131.64</b>
12337	2/27/2023	112326 LWP CLAIMS SOLUTIONS INC.	022723		WORKERS' COMP CLAIMS	10,422.03
					<b>Total :</b>	<b>10,422.03</b>
12338	2/24/2023	101641 CALPERS	100000017091662		2023 REPLACEMENT BENEFIT	53.99
					<b>Total :</b>	<b>53.99</b>
12339	3/1/2023	112326 LWP CLAIMS SOLUTIONS INC.	022823		WORKERS' COMP CLAIMS	13,843.57
					<b>Total :</b>	<b>13,843.57</b>
12340	2/3/2023	112401 PINNACLE CLAIMS MANAGEMENT INC	3060401312023		FSA BENEFIT DEPOSIT	2,256.00
					<b>Total :</b>	<b>2,256.00</b>
12341	3/3/2023	419630 U.S. BANK	2226529		TAXABLE POB SERIES 2020	5,134,475.57
					<b>Total :</b>	<b>5,134,475.57</b>
12342	3/3/2023	111016 KAISER FOUNDATION HEALTH PLAN	MARCH 2023		HEALTH INSURANCE	337,908.61
					<b>Total :</b>	<b>337,908.61</b>
12343	3/3/2023	112326 LWP CLAIMS SOLUTIONS INC.	030223		WORKERS' COMP CLAIMS	6,325.87
					<b>Total :</b>	<b>6,325.87</b>
12344	3/3/2023	112401 PINNACLE CLAIMS MANAGEMENT INC	3060401312023BAL		FSA BENEFIT BALANCE FOR 2023	35,344.00
					<b>Total :</b>	<b>35,344.00</b>
12345	3/3/2023	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4768		HEALTH INSURANCE CLAIMS	83,025.71
					<b>Total :</b>	<b>83,025.71</b>
12346	3/3/2023	112326 LWP CLAIMS SOLUTIONS INC.	030323		WORKERS' COMP CLAIMS	7,425.26
					<b>Total :</b>	<b>7,425.26</b>
170839	2/27/2023	102730 ALL PRO SIGNS, INC.	12766	024-00845	MAS FUKAI PARK SIGN PROJECT	7,288.03



Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170839	2/27/2023	102730 102730 ALL PRO SIGNS, INC.	(Continued)		<b>Total :</b>	<b>7,288.03</b>
170840	2/28/2023	111675 MCCLAIN, GREGORY	002/003/005	032-00129	CONSULTANT SERVICES - HOUSING EI	7,310.00
					<b>Total :</b>	<b>7,310.00</b>
170841	3/1/2023	116721 PYRO SPECTACULARS	300	034-00571	4TH OF JULY FIREWORKS DISPLAY @	19,250.00
					<b>Total :</b>	<b>19,250.00</b>
170842	3/2/2023	101412 DEPARTMENT OF MOTOR VEHICLES	030123		CLEAN AIR VEHICLE DECAL	22.00
					<b>Total :</b>	<b>22.00</b>
170843	3/2/2023	112291 TEMECULA CREEK INN	021523	035-01198	PD TEAM BUILDING WORKSHOP	6,309.97
					<b>Total :</b>	<b>6,309.97</b>
170844	3/8/2023	103269 CINCO DE MAYO COMMITTEE	030823		2021 EVENT RAFFLE TICKET REIMBUR	240.00
					<b>Total :</b>	<b>240.00</b>
170845	3/14/2023	106086 ABC COMPANIES	3455236		GTRANS AUTO PARTS	303.02
					<b>Total :</b>	<b>303.02</b>
170846	3/14/2023	101748 AFTERMARKET PARTS COMPANY LLC, THE	82792308	037-10167	GTRANS AUTO PARTS	51.38
			82842696	037-10167	GTRANS AUTO PARTS	765.42
			82935967	037-10167	GTRANS AUTO PARTS	623.99
			82942674	037-10167	GTRANS AUTO PARTS	34.91
			82942803	037-10167	GTRANS AUTO PARTS	51.60
			82943514	037-10167	GTRANS AUTO PARTS	31.55
			82944722	037-10167	GTRANS AUTO PARTS	2,967.28
					<b>Total :</b>	<b>4,526.13</b>
170847	3/14/2023	112192 AJ KIRKWOOD & ASSOCIATES	J230241	037-10199	DISPATCH INTERCOM RELOCATION AM	2,043.50
					<b>Total :</b>	<b>2,043.50</b>
170848	3/14/2023	102730 ALL PRO SIGNS, INC.	12836		MAS FUKAI MONUMENT SIGN	1,803.75
					<b>Total :</b>	<b>1,803.75</b>
170849	3/14/2023	110183 ALLIANT INSURANCE SERVICES, INC.	2205336	023-01438	2023 OPEN ENROLLMENT PACKAGE	15,660.03
					<b>Total :</b>	<b>15,660.03</b>

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170850	3/14/2023	101628 AQUA-FLO SUPPLY	SI2057308		PARK MAINT SUPPLIES	68.24
					<b>Total :</b>	<b>68.24</b>
170851	3/14/2023	112404 ARIAS JR., RICHARD	022123		GRAGA TOURNAMENT WINNINGS	65.00
					<b>Total :</b>	<b>65.00</b>
170852	3/14/2023	112403 ARIAS, VINCENT	022123		GRAGA TOURNAMENT WINNINGS	210.00
					<b>Total :</b>	<b>210.00</b>
170853	3/14/2023	101459 ASBURY ENVIRONMENTAL SERVICES	I500-00900277		HAZARDOUS WASTE DISPOSAL SERVI	95.00
					<b>Total :</b>	<b>95.00</b>
170854	3/14/2023	104687 AT&T	19537245		TELEPHONE	34.04
			19537246		TELEPHONE	87.07
			19537260		TELEPHONE	34.04
			19537268		TELEPHONE	34.04
			19537269		TELEPHONE	89.34
			19562795		TELEPHONE	396.65
					<b>Total :</b>	<b>675.18</b>
170855	3/14/2023	111170 AT&T FIRSTNET	287290395417X2102023		PD CELL PHONE ACCT #287290395417	399.89
					<b>Total :</b>	<b>399.89</b>
170856	3/14/2023	102880 AUTOPLEX, INC.	14113		2018 NISSAN FRONTIER #1529609 BAT	244.49
			14124		2018 FORD INTRCPTR #1554678 OIL &	45.54
			14279		2021 FORD INTRCPTR #1614731 OIL &	84.69
			14341		2011 FORD INTRCPTR #1494034 OIL & I	44.50
			14438		2021 FORD INTRCPTR #1615789 OIL &	88.93
			14714		2021 FORD EXPLR #1615788 WINDSHIE	89.26
					<b>Total :</b>	<b>597.41</b>
170857	3/14/2023	412610 BANK OF NEW YORK MELLON, THE	252-2534596		ADMIN FEE- 2007 SBRPCA REFUNDING	1,870.00
					<b>Total :</b>	<b>1,870.00</b>
170858	3/14/2023	102054 BAVCO	190112		(34) BACKFLOW VALVE INSPECTIONS	1,930.00
			196963		(11) BACKFLOW VALVE INSPECTIONS	860.00
			200483		(7) BACKFLOW VALVE INSPECTIONS	320.00

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170858	3/14/2023	102054 102054 BAVCO	(Continued)		<b>Total :</b>	<b>3,110.00</b>
170859	3/14/2023	102400 BAYSIDE MEDICAL CENTER	00150695		BLOOD DRAW	127.20
					<b>Total :</b>	<b>127.20</b>
170860	3/14/2023	103641 BECNEL UNIFORMS	54688		BUS UNIFORM SUPPLIES	545.22
			54689		BUS UNIFORM SUPPLIES	185.06
					<b>Total :</b>	<b>730.28</b>
170861	3/14/2023	109037 BEEMAN, RAYMOND	02/01-02/03		2023 CSMFO CONFERENCE	482.18
					<b>Total :</b>	<b>482.18</b>
170862	3/14/2023	107747 BENGAR PRODUCTIONS	7152		EMBROIDERY - COG GTRANS LOGO O	130.00
					<b>Total :</b>	<b>130.00</b>
170863	3/14/2023	102243 BISHOP COMPANY	838838		TREE PROGRAM SUPPLIES	44.09
					<b>Total :</b>	<b>44.09</b>
170864	3/14/2023	102331 BLUE DIAMOND MATERIALS	3068601		STREET MAINT SUPPLIES	126.04
					<b>Total :</b>	<b>126.04</b>
170865	3/14/2023	111692 BOARD UP BOYS LLC	20107291391		PROFESSIONAL SERVICES	1,425.00
					<b>Total :</b>	<b>1,425.00</b>
170866	3/14/2023	111902 BPR CONSULTING GROUP LLC	526	032-00114	CONSULTING SERVICES - JANUARY 20	81,880.65
					<b>Total :</b>	<b>81,880.65</b>
170867	3/14/2023	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	42514		LEGAL SERVICES	108.00
			42585		LEGAL SERVICES	992.00
			42963		LEGAL SERVICES	1,345.52
					<b>Total :</b>	<b>2,445.52</b>
170868	3/14/2023	110862 CES ENVIRONMENTAL CONSULTANTS	23-047	024-00877	PROJECT MGMT - FIRE STATION 158 R	1,400.00
					<b>Total :</b>	<b>1,400.00</b>
170869	3/14/2023	110605 CHANDLER ASSET MANAGEMENT	2302GARDENA	013-00030	INVESTMENT MGMT SERVICES - FEBR	2,460.55
					<b>Total :</b>	<b>2,460.55</b>

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170870	3/14/2023	108378 CHARLES E. THOMAS COMPANY INC.	93853	037-10158	DESIGNATED OPERATOR SERVICES	200.00
					<b>Total :</b>	<b>200.00</b>
170871	3/14/2023	111612 CHARTER COMMUNICATION	PERMIT #17524		PERMIT DEPOSIT REFUND - 2140 W 13	1,000.00
					<b>Total :</b>	<b>1,000.00</b>
170872	3/14/2023	112417 CIS INTERNATIONAL HOLDINGS	PERMIT #17639		PERMIT DEPOSIT REFUND - 1405 W 17	2,000.00
					<b>Total :</b>	<b>2,000.00</b>
170873	3/14/2023	111534 CLEAN ENERGY	CE12570158	037-10217	GTRANS OFFSITE CNG FUELING SERV	50,805.32
					<b>Total :</b>	<b>50,805.32</b>
170874	3/14/2023	110215 CLEVER DEVICES LTD	PI00009055	037-09906	PURCHASE AND INSTALLATION OF GR	37,752.00
					<b>Total :</b>	<b>37,752.00</b>
170875	3/14/2023	111416 COLANTUONO, HIGHSMITH &, WHATLEY, PC	54982		LEGAL SERVICES	30.16
			54983		LEGAL SERVICES	174.35
					<b>Total :</b>	<b>204.51</b>
170876	3/14/2023	103353 CRM COMPANY, LLC.	LA22062		SCRAP TIRE DISPOSAL FEE	69.50
			LA22063		SCRAP TIRE DISPOSAL FEE	69.50
			LA22106		SCRAP TIRE DISPOSAL FEE	69.50
					<b>Total :</b>	<b>208.50</b>
170877	3/14/2023	106193 CUMMINS SALES AND SERVICE	X4-36716		SEWER PROG SUPPLIES	155.43
					<b>Total :</b>	<b>155.43</b>
170878	3/14/2023	312558 DEPARTMENT OF ANIMAL CARE, & CONTROL	JANUARY 2023		MONTHLY ANIMAL SERVICES - JANUAF	637.13
					<b>Total :</b>	<b>637.13</b>
170879	3/14/2023	303377 DEPARTMENT OF TRANSPORTATION	SL230454		SIGNALS & LIGHTING-ARTESIA BLVD &	1,129.69
					<b>Total :</b>	<b>1,129.69</b>
170880	3/14/2023	312117 DEPARTMENT OF WATER & POWER	022323		LIGHT & POWER	97.55
			030223		LIGHT & POWER	65.51
					<b>Total :</b>	<b>163.06</b>
170881	3/14/2023	312187 DEPARTMENT OF WATER & POWER	GA203592		CABLE & POLE ATTACHMENT FEE - JAI	488.18

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170881	3/14/2023	312187 312187 DEPARTMENT OF WATER & POWER	(Continued)		<b>Total :</b>	<b>488.18</b>
170882	3/14/2023	105182 DIRECTV	064118066X230220		DIRECTV SERVICE - BUSINESS XTRA -	2,439.38
					<b>Total :</b>	<b>2,439.38</b>
170883	3/14/2023	110849 DMS CONSULTANTS CIVIL, ENGINEERS, INC	GA-005-5	024-00822	VAN NESS AVE STREET IMPR JN992	8,350.00
					<b>Total :</b>	<b>8,350.00</b>
170884	3/14/2023	103241 DP STAR AUTOMOTIVE, INC.	65472		SMOG INSPECTIONS - 2015 TOYOTA C.	45.00
			65473		SMOG INSPECTIONS - 2015 NISSAN	45.00
			65474		SMOG INSPECTIONS - 2015 TOYOTA SI	45.00
					<b>Total :</b>	<b>135.00</b>
170885	3/14/2023	111452 DRAW TAP GIS, LLC	2023GAR-0017	032-00083	CONSULTANT SERVICES - PARCEL UPI	1,417.50
					<b>Total :</b>	<b>1,417.50</b>
170886	3/14/2023	104276 DREHS, LARRY W.	FEBRUARY 2023		MARTIAL ARTS INSTRUCTOR	1,604.70
					<b>Total :</b>	<b>1,604.70</b>
170887	3/14/2023	111973 DUDEK	202209095	032-00101	PROFESSIONAL SERVICES - INSITE - 1	952.50
			202211620	032-00101	PROFESSIONAL SERVICES - INSITE - 1	3,215.00
			202300604	032-00101	PROFESSIONAL SERVICES - INSITE - 1	1,950.00
					<b>Total :</b>	<b>6,117.50</b>
170888	3/14/2023	109416 E S SPORTS	11615		CUSTOM GRAPHICS FOR UNIT P18	367.70
					<b>Total :</b>	<b>367.70</b>
170889	3/14/2023	112354 ECONOMIC & PLANNING SYSTEM, INC.	224038-3	032-00121	PROFESSIONAL SERVICES - HOUSING	5,827.50
					<b>Total :</b>	<b>5,827.50</b>
170890	3/14/2023	110534 EL DORADO NATIONAL	90778541		GTRANS BUS VEHICLE SUPPLIES	197.28
			90783805		GTRANS BUS VEHICLE SUPPLIES	218.08
					<b>Total :</b>	<b>415.36</b>
170891	3/14/2023	106459 ENTERPRISE FM TRUST	FBN4688423	023-01402	ENTERPRISE LEASE - MARCH 2023	6,421.90
			FBN4689882	023-01402	ENTERPRISE LEASE - MARCH 2023 - P	9,867.88
					<b>Total :</b>	<b>16,289.78</b>

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170892	3/14/2023	112419 ESTRADA, MIGUEL	PERMIT #17616		PERMIT DEPOSIT REFUND - 1262 W 13	500.00
Total :						500.00
170893	3/14/2023	106129 FEDEX	270594517281		SHIPPING SERVICES	77.00
			4533110702		SHIPPING SERVICES	118.97
			8-034-46241		SHIPPING SERVICES	36.68
			8-049-29654		SHIPPING SERVICES	95.95
Total :						328.60
170894	3/14/2023	112410 FIGUEREDO, MARITZA	64215836108		REFUND - CC PROCESSING FEE	2.75
Total :						2.75
170895	3/14/2023	106465 FOX FIRST AID & SAFETY INC	69488		STREET MAINT SUPPLIES	19.85
			69489		STREET MAINT SUPPLIES	54.02
			69519		PARK MAINT SUPPLIES	49.61
Total :						123.48
170896	3/14/2023	107011 GARDENA VALLEY NEWS, INC.	00127304		NOTICE INVITING BIDS - JN 978	1,400.00
			00127614		PUBLIC NOTICE - FIREWORKS STAND	115.50
			00127665		NOTICE OF PUBLIC HEARING -	143.50
			00127666		NOTICE OF PUBLIC HEARING -	199.50
			00127788		PUBLIC NOTICE - FIREWORKS STAND	115.50
			00128005		SUMMARY OF ORDINANCE NO. 1847	665.00
			00128006		SUMMARY OF ORDINANCE NO. 1848	665.00
Total :						3,304.00
170897	3/14/2023	619005 GAS COMPANY, THE	030323		GAS	19,675.37
Total :						19,675.37
170898	3/14/2023	111964 GCAP SERVICES, INC.	10	037-10116	CNG PROJECT LABOR COMPLIANCE A	810.00
Total :						810.00
170899	3/14/2023	106470 GILLIG LLC	41009819	037-10174	GTRANS AUTO PARTS	1,680.08
			41010799	037-10174	GTRANS AUTO PARTS	46.18
Total :						1,726.26
170900	3/14/2023	619004 GOLDEN STATE WATER CO.	022723		WATER	9,605.23

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170900	3/14/2023	619004 619004 GOLDEN STATE WATER CO.	(Continued)		<b>Total :</b>	<b>9,605.23</b>
170901	3/14/2023	112380 GOLDFARB & LIPMAN LLP	460371	032-00128	AFFORDABLE HOUSING SERVICES	6,072.00
			461125	032-00128	AFFORDABLE HOUSING SERVICES	3,332.00
			461817	032-00128	AFFORDABLE HOUSING SERVICES	2,774.00
					<b>Total :</b>	<b>12,178.00</b>
170902	3/14/2023	112416 GOTTSANKER, GREGORY	DECEMBER 2022		VOLUNTEER DRIVER	14.00
					<b>Total :</b>	<b>14.00</b>
170903	3/14/2023	107513 GRAINGER	9609767117		BUS FACILITY SUPPLIES	109.15
			9612832130		BUS FACILITY SUPPLIES	133.46
			9613552042		BUS FACILITY SUPPLIES	129.49
			9620811548		BUS FACILITY SUPPLIES	309.66
			9624293420		BUS FACILITY SUPPLIES	216.67
					<b>Total :</b>	<b>898.43</b>
170904	3/14/2023	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-01	024-00910	AQUATIC & SENIOR CENTER JN978	10,190.90
					<b>Total :</b>	<b>10,190.90</b>
170905	3/14/2023	111484 HANNA, BROPHY, MACLEAN,, MCALEER & JET	2119895		PROFESSIONAL SERVICES	80.00
					<b>Total :</b>	<b>80.00</b>
170906	3/14/2023	108246 HARRIS & ASSOCIATES	53710	032-00104	CEQA DOCUMENTATION - HITCO - 1600	5,282.50
			54790	032-00104	CEQA DOCUMENTATION - HITCO - 1600	8,712.50
			55373	032-00104	CEQA DOCUMENTATION - HITCO - 1600	8,883.16
			56330	032-00104	CEQA DOCUMENTATION - HITCO - 1600	6,331.25
					<b>Total :</b>	<b>29,209.41</b>
170907	3/14/2023	112076 HERNANDEZ, ROSA	005		INTERN SERVICES - 02/16-03/01/23	1,302.00
					<b>Total :</b>	<b>1,302.00</b>
170908	3/14/2023	112414 HINES, RAJANAE	022123		FACILITY RENTAL DEPOSIT REFUND	250.00
					<b>Total :</b>	<b>250.00</b>
170909	3/14/2023	108434 HOME DEPOT CREDIT SERVICES	1050453		STREET MAINT SUPPLIES	50.33
			1274956		BLDG MAINT SUPPLIES	-57.45
			4040029		BLDG MAINT SUPPLIES	199.79



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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170909	3/14/2023	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			4050086		STREET MAINT SUPPLIES	101.22
			4223573		STREET MAINT SUPPLIES	-86.20
			5492700		CUSTODIAL SUPPLIES	39.89
			5831844		REC PROGRAM SUPPLIES	4.17
			7394297		CUSTODIAL SUPPLIES	150.38
			7534812		STREET MAINT SUPPLIES	436.91
			7902998		CUSTODIAL SUPPLIES	41.77
			8020819		BLDG MAINT SUPPLIES	445.93
			8054752		STREET MAINT SUPPLIES	250.07
			8534761		SIGNS/SIGNALS SUPPLIES	970.10
			8544490		SIGNS/SIGNALS SUPPLIES	576.91
					<b>Total :</b>	<b>3,123.82</b>
170910	3/14/2023	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	40166		PW SHOP MAINT SUPPLIES	1,520.49
					<b>Total :</b>	<b>1,520.49</b>
170911	3/14/2023	111593 INTER-CON SECURITY SYSTEMS INC	BD0116950	037-10211	GTRANS SECURITY SERVICES - JANU/	174.96
			BD0117080	037-10211	GTRANS SECURITY SERVICES - JANU/	7,728.98
					<b>Total :</b>	<b>7,903.94</b>
170912	3/14/2023	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO.	140072286		GTRANS AUTO PARTS	492.70
			140073740		GTRANS AUTO PARTS	1,132.75
			140074453		GTRANS AUTO PARTS	707.39
			140074509		GTRANS AUTO PARTS	507.38
					<b>Total :</b>	<b>2,840.22</b>
170913	3/14/2023	108555 JALISCO TIRE & AUTO REPAIR	022423		(4) BALANCE	80.00
					<b>Total :</b>	<b>80.00</b>
170914	3/14/2023	111750 JL GROUP LLC	22039APC.2	035-01172	BACKGROUND INVESTIGATION SERVI	13,560.00
					<b>Total :</b>	<b>13,560.00</b>
170915	3/14/2023	110853 JONES & MAYER	114295		ATTORNEY SERVICES	10,589.49
			114296		ATTORNEY SERVICES	540.28
			114297		ATTORNEY SERVICES	378.20
			114298		ATTORNEY SERVICES	104.86

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170915	3/14/2023	110853 JONES & MAYER	(Continued)			
			114299		ATTORNEY SERVICES	405.21
			114300		ATTORNEY SERVICES	443.04
			114301		ATTORNEY SERVICES	1,728.89
			114302		ATTORNEY SERVICES	81.04
			114303		ATTORNEY SERVICES	81.04
			114304		ATTORNEY SERVICES	27.01
			114305		ATTORNEY SERVICES - HITCO	2,863.49
			114306		ATTORNEY SERVICES	3,012.67
			114307		ATTORNEY SERVICES	1,107.57
			114308		ATTORNEY SERVICES	6,132.17
			114309		ATTORNEY SERVICES	81.04
			114310		ATTORNEY SERVICES	17,034.88
			114311		ATTORNEY SERVICES	531.65
			114312		ATTORNEY SERVICES	8,527.04
			114313		ATTORNEY SERVICES	47.00
			114314		ATTORNEY SERVICES	3,241.69
					<b>Total :</b>	<b>56,958.26</b>
170916	3/14/2023	211429 KEMP, TAMARA	JAN-FEB 2023		DANCE INSTRUCTOR	2,776.50
					<b>Total :</b>	<b>2,776.50</b>
170917	3/14/2023	110385 KIMLEY-HORN AND ASSOCIATES, INC	23630348	032-00102	DEVELOPMENT SERVICES - NORMAN	12,353.26
			24053122	032-00120	DEVELOPMENT SERVICES - 14600 WE	1,153.21
					<b>Total :</b>	<b>13,506.47</b>
170918	3/14/2023	111260 KJOS, BARBARA JEAN	FEBRUARY 2023		GARDENA FAMILY CHILD CARE PROGF	1,276.00
					<b>Total :</b>	<b>1,276.00</b>
170919	3/14/2023	105900 KONECRANES, INC.	154803148	037-10139	PREVENTATIVE MAINT & INSPECTION	560.00
					<b>Total :</b>	<b>560.00</b>
170920	3/14/2023	312039 L.A. COUNTY FIRE DEPARTMENT	C0011021	023-01387	FIRE PROTECTION SERVICES - APRIL	795,710.04
					<b>Total :</b>	<b>795,710.04</b>
170921	3/14/2023	102082 L.A. COUNTY POLICE CHIEF'S, ASSOCIATION	SAFFELL 23/24		2023 ANNUAL DUES - SAFFELL.	500.00
					<b>Total :</b>	<b>500.00</b>

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170922	3/14/2023	312113 L.A. COUNTY SHERIFF'S DEPT	232052BL		INMATE MEAL DELIVERY PROGRAM - J	1,005.52
					<b>Total :</b>	<b>1,005.52</b>
170923	3/14/2023	112014 LAKESHORE LEARNING MATERIALS	444259021523	331-00064	FCC PROGRAM SUPPLIES	660.40
					<b>Total :</b>	<b>660.40</b>
170924	3/14/2023	105874 LAWSON PRODUCTS, INC.	9310369358		BUS SHOP SUPPLIES	306.77
					<b>Total :</b>	<b>306.77</b>
170925	3/14/2023	112805 LEAGUE OF CALIFORNIA CITIES	643324		ANNUAL MEMBERSHIP DUES	19,549.00
					<b>Total :</b>	<b>19,549.00</b>
170926	3/14/2023	112260 LIEBERT CASSIDY WHITMORE	234982		LEGAL SERVICES	31,195.50
					<b>Total :</b>	<b>31,195.50</b>
170927	3/14/2023	112260 LIEBERT CASSIDY WHITMORE	235006		LEGAL SERVICES	5,834.76
			235017		LEGAL SERVICES	7,868.50
			235973		LEGAL SERVICES	18,285.00
					<b>Total :</b>	<b>31,988.26</b>
170928	3/14/2023	112260 LIEBERT CASSIDY WHITMORE	233144		LEGAL SERVICES	956.00
			234048		LEGAL SERVICES	15,561.10
			234978		LEGAL SERVICES	8,277.97
			234995		LEGAL SERVICES	5,999.85
			235005		LEGAL SERVICES	53.00
			235011		LEGAL SERVICES	3,213.50
					<b>Total :</b>	<b>34,061.42</b>
170929	3/14/2023	112260 LIEBERT CASSIDY WHITMORE	232156		LEGAL SERVICES	6,711.00
			233114		LEGAL SERVICES	1,062.50
			233115		LEGAL SERVICES	1,062.00
			233129		LEGAL SERVICES	15,174.01
			233130		LEGAL SERVICES	8,404.50
			233143		LEGAL SERVICES	1,020.00
			233153		LEGAL SERVICES	680.00
			234988		LEGAL SERVICES	42.50
					<b>Total :</b>	<b>34,156.51</b>

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170930	3/14/2023	109517 LOAD N' GO BUILDING MATERIALS	25724 K25808		STREET MAINT SUPPLIES STREET MAINT SUPPLIES	71.07 130.07 <b>Total : 201.14</b>
170931	3/14/2023	111467 LOVE, WANDA	02/01-02/03		LEAGUE OF CA CITIES ACADEMY	39.60 <b>Total : 39.60</b>
170932	3/14/2023	112615 LU'S LIGHTHOUSE, INC.	01235573 01237433	037-10148 037-10148	GTRANS SHOP SUPPLIES GTRANS SHOP SUPPLIES	102.92 42.33 <b>Total : 145.25</b>
170933	3/14/2023	112326 LWP CLAIMS SOLUTIONS INC.	21320	023-01421	WORKERS' COMP CLAIMS ADMINISTR/	20,666.00 <b>Total : 20,666.00</b>
170934	3/14/2023	108328 M.L. BERNIE COMPANY, INC.	172188		GTRANS SHOP SUPPLIES	613.71 <b>Total : 613.71</b>
170935	3/14/2023	109203 MAKAI SOLUTIONS	SD1113	037-10163	FACILITIES & EQUIPMENT MAINTENAN	2,160.00 <b>Total : 2,160.00</b>
170936	3/14/2023	213055 MAND, RACHELLE	030223		PROVIDER PRESENTATION ON 03/16/2	200.00 <b>Total : 200.00</b>
170937	3/14/2023	113036 MANERI SIGN CO., INC.	40013577		SIGNS - STREET PARKING	410.56 <b>Total : 410.56</b>
170938	3/14/2023	104841 MAR-CO EQUIPMENT COMPANY	191403 191742 191824	024-00916 024-00921	STREET SWEEPER SUPPLIES STREET SWEEPER SUPPLIES SWEEPER TYMCO 600 REPAIRS	3,134.22 1,171.76 3,466.32 <b>Total : 7,772.30</b>
170939	3/14/2023	110306 MARIPOSA LANDSCAPES, INC	2682R	024-00873	TREE TRIMMING MAINTENANCE SERV	10,450.00 <b>Total : 10,450.00</b>
170940	3/14/2023	112421 MATO, GUY	04/26-04/28		2023 CMTA CONFERENCE - PER DIEM	150.00 <b>Total : 150.00</b>
170941	3/14/2023	111675 MCCLAIN, GREGORY	6	032-00129	CONSULTANT SERVICES - HOUSING EI	2,082.50

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170941	3/14/2023	111675 111675 MCCLAIN, GREGORY	(Continued)		<b>Total :</b>	<b>2,082.50</b>
170942	3/14/2023	113064 MCMASTER-CARR SUPPLY COMPANY	92994899		GTRANS SHOP SUPPLIES	237.43
			93143192		GTRANS SHOP SUPPLIES	300.42
			93239467		GTRANS SHOP SUPPLIES	72.45
					<b>Total :</b>	<b>610.30</b>
170943	3/14/2023	111604 MICRO ELECTRONICS, INC	12300028	023-01437	COMPUTER REPLACEMENT PARTS	3,751.22
			12316335	023-01437	COMPUTER REPLACEMENT PARTS	5,677.99
			12332764	023-01437	COMPUTER REPLACEMENT PARTS	4,856.15
					<b>Total :</b>	<b>14,285.36</b>
170944	3/14/2023	111749 MIDWEST BUS CORPORATION	55591		GTRANS AUTO SUPPLIES	465.00
					<b>Total :</b>	<b>465.00</b>
170945	3/14/2023	103093 MOBILE RELAY ASSOCIATES, INC.	80019904	037-10179	GTRANS BUS RADIO SYSTEM RENTAL	12,154.53
			80019905	037-10179	GTRANS BUS RADIO SYSTEM RENTAL	298.68
					<b>Total :</b>	<b>12,453.21</b>
170946	3/14/2023	107505 MOUSER ELECTRONICS, INC.	72376222		GTRANS AUTO SUPPLIES	60.39
					<b>Total :</b>	<b>60.39</b>
170947	3/14/2023	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	650867		PROPANE GAS	380.07
					<b>Total :</b>	<b>380.07</b>
170948	3/14/2023	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	78287482		RANDOM TESTS	1,219.00
					<b>Total :</b>	<b>1,219.00</b>
170949	3/14/2023	115168 OFFICE DEPOT	287312163		PD OFFICE SUPPLIES	178.79
			287398303		FCC OFFICE SUPPLIES	16.42
			289804636		PD OFFICE SUPPLIES	186.47
			290531002		PD OFFICE SUPPLIES	359.65
			290531002-002		PD OFFICE SUPPLIES	94.36
			291078041		BUS OFFICE SUPPLIES	59.40
			291186016		PD OFFICE SUPPLIES	149.02
			291462923		PD OFFICE SUPPLIES	648.23
			291463143		PD OFFICE SUPPLIES	61.83
			291493045		BUS OFFICE SUPPLIES	134.29

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Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170949	3/14/2023	115168 OFFICE DEPOT	(Continued) 292003804 292415872		BUS OFFICE SUPPLIES BUS OFFICE SUPPLIES	102.31 397.52
					<b>Total :</b>	<b>2,388.29</b>
170950	3/14/2023	111358 O'REILLY AUTO PARTS	306454 308249		GTRANS AUTO PARTS GTRANS AUTO PARTS	17.89 187.49
					<b>Total :</b>	<b>205.38</b>
170951	3/14/2023	115810 ORKIN PEST CONTROL	237068404 239759184 239759185		PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703	261.00 261.00 261.00
					<b>Total :</b>	<b>783.00</b>
170952	3/14/2023	108382 OSORIO, CLINT	02/07-02/11		LEAGUE OF CA CITIES CONFERENCE	300.00
					<b>Total :</b>	<b>300.00</b>
170953	3/14/2023	111954 PAN PACIFIC ENVIRONMENTAL GRP	23-1011		STORMWATER DRAIN CLEANING SER\	985.00
					<b>Total :</b>	<b>985.00</b>
170954	3/14/2023	110403 PENN RECORDS MANAGEMENT	0134759		OFF-SITE STORAGE SERVICES - FEBR	58.00
					<b>Total :</b>	<b>58.00</b>
170955	3/14/2023	112189 PERFECT SCORE ATHLETIC, TRAINING CENT	FEB-MAR 2023		GYMNASTICS INSTRUCTOR SERVICES	7,537.50
					<b>Total :</b>	<b>7,537.50</b>
170956	3/14/2023	112401 PINNACLE CLAIMS MANAGEMENT INC	190700208	023-01435	2022 ACA REPORTING SERVICES	8,046.00
					<b>Total :</b>	<b>8,046.00</b>
170957	3/14/2023	105574 PINNACLE PETROLEUM, INC.	300142	037-10214	ULTRA LOW SULFAR CARB RENEWABL	34,709.28
					<b>Total :</b>	<b>34,709.28</b>
170958	3/14/2023	105574 PINNACLE PETROLEUM, INC.	0299880	037-10173	87 OCTANE REGULAR UNLEADED CAR	34,068.61
					<b>Total :</b>	<b>34,068.61</b>
170959	3/14/2023	105574 PINNACLE PETROLEUM, INC.	0299881	037-10173	87 OCTANE REGULAR UNLEADED CAR	34,003.08
					<b>Total :</b>	<b>34,003.08</b>

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170960	3/14/2023	112340 PRECISION CONCRETE CUTTING	200930	024-00903	PEDESTRIAN SAFETY PROJECT, JN513	141,561.70
Total :						141,561.70
170961	3/14/2023	106092 PRUDENTIAL OVERALL SUPPLY	41036549	034-00538	UNIFORM & SUPPLY RENTAL	-29.69
			42808001		UNIFORM & SUPPLY RENTAL	334.11
			42808530		UNIFORM & SUPPLY RENTAL	137.17
			42808531		UNIFORM & SUPPLY RENTAL	41.30
			42808532		SUPPLY RENTAL - MATS - GTRANS	50.10
			42808533		SUPPLY RENTAL - MATS - NCC	13.65
			42808534		SUPPLY RENTAL - MATS - CH	19.00
			42808535		SUPPLY RENTAL - MATS - PD	91.60
			42808536		SUPPLY RENTAL - MATS - HS	11.60
			42810139		UNIFORM & SUPPLY RENTAL	334.11
			42810414		CUSTODIAL SUPPLIES	1,369.20
			42810415		UNIFORM & SUPPLY RENTAL	137.17
			42810416		UNIFORM & SUPPLY RENTAL	41.30
			42810417		SUPPLY RENTAL - MATS - GTRANS	50.10
			42812398		UNIFORM & SUPPLY RENTAL	334.11
			42812921		UNIFORM & SUPPLY RENTAL	137.17
			42812922		UNIFORM & SUPPLY RENTAL	41.30
			42812923		SUPPLY RENTAL - MATS - GTRANS	50.10
			42812924		SUPPLY RENTAL - MATS - NCC	13.65
			42812925		SUPPLY RENTAL - MATS - CH	19.00
			42812926		SUPPLY RENTAL - MATS - PD	91.60
			42812927		SUPPLY RENTAL - MATS - HS	11.60
Total :						3,299.25
170962	3/14/2023	102283 QUICK COLOR PRINTING	15930		CITY EVENT SIGNS	529.20
Total :						529.20
170963	3/14/2023	103907 QUINN COMPANY	PC810973261		PW AUTO PARTS	1,962.87
Total :						1,962.87
170964	3/14/2023	111574 RACE COMMUNICATIONS	RC850035	023-01405	FIBER INTERNET SERVICES - MARCH 2023	5,874.64
Total :						5,874.64
170965	3/14/2023	108886 REDMON GROUP INC.	RG2021720	037-10206	GTRANS WEBSITE SUPPORT	2,750.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170965	3/14/2023	108886 REDMON GROUP INC.	(Continued)		<b>Total :</b>	<b>2,750.00</b>
170966	3/14/2023	118228 REGENTS OF THE UNIVERSITY OF, THE	11101582		CA TORT GUIDE 3RD UPDATE 2023	329.79
			11102696		CA TORT GUIDE 4TH UPDATE 2023	368.11
					<b>Total :</b>	<b>697.90</b>
170967	3/14/2023	118476 RICOH USA, INC.	1096161041		RICOH MPC3503 FREIGHT/RESTOCK F	41.00
			9031565430		RICOH MPC3503 COPIER LEASE - ADM	191.65
			9031565606		RICOH MPC3503 COPIER LEASE - HS~	144.89
			9031565783		RICOH MPC6003 COPIER LEASE - PD S	242.64
			9031565823		RICOH MPC3503 COPIER LEASE - PW~	165.00
			9031565893		RICOH MPC3503 COPIER LEASE - SR. I	185.98
			9031565917		RICOH MPC3503 COPIER LEASE - GTR	182.17
			9031565983		RICOH MPC3503 COPIER LEASE - FCC	433.46
			9031565985		RICOH COPIER LEASE & USAGE CHAR	2,610.46
			9031566006		RICOH MPC3503 COPIER LEASE - CHIE	151.65
			9031566009		RICOH MPC3503 COPIER LEASE - REC	187.53
			9031566077		RICOH DD6650P COPIER LEASE - PRIN	695.30
			9031566098		RICOH PRO8100SE COPER LEASE - PF	380.97
					<b>Total :</b>	<b>5,612.70</b>
170968	3/14/2023	102988 RODRIGUEZ, DANNY	04/26-05/01		2023 CMTA CONFERENCE - PER DIEM	100.00
					<b>Total :</b>	<b>100.00</b>
170969	3/14/2023	107551 RUIZ CONCRETE & PAVING INC	020623 #2	024-00918	EMERGENCY PAVEMENT REPAIRS - EL	7,644.00
			022223 #1	024-00917	EMERGENCY CONCRETE & ASPHALT F	12,750.50
					<b>Total :</b>	<b>20,394.50</b>
170970	3/14/2023	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	28272		BLDG MAINT SUPPLIES	1,982.62
			94692		BLDG MAINT SUPPLIES	150.82
			94698		PD PROGRAM SUPPLIES	12.13
			94700		BLDG MAINT SUPPLIES	551.25
			94706		PD PROGRAM SUPPLIES	66.06
					<b>Total :</b>	<b>2,762.88</b>
170971	3/14/2023	112236 SAFELITE FULFILLMENT INC	05913-779220		2021 FORD EXPLR #16089616 WINDSH	85.00
			05913-780113		2021 FORD EXPLR #1608910 WINDSHIE	85.00



Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170971	3/14/2023	112236 112236 SAFELITE FULFILLMENT INC	(Continued)		<b>Total :</b>	<b>170.00</b>
170972	3/14/2023	112327 SAMI'S REFEREES LLC	02/01-02/15/23		REFeree SERVICES	600.00
			02/01-02/15/23.		REFeree SERVICES	600.00
			02/16-02/28/23		REFeree SERVICES	600.00
					<b>Total :</b>	<b>1,800.00</b>
170973	3/14/2023	319125 SAN BERNARDINO COUNTY, SHERIFF'S DEPA 22401			SHERIFF'S FIRING RANGE	1,853.00
					<b>Total :</b>	<b>1,853.00</b>
170974	3/14/2023	107006 SHAMROCK COMPANIES	2656239		PW MAINT SUPPLIES	62.24
			2659185		STREET MAINT SUPPLIES	171.66
					<b>Total :</b>	<b>233.90</b>
170975	3/14/2023	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8093931	035-01176	2022 FORD INTRCPTR #1630457 SERVI	123.07
					<b>Total :</b>	<b>123.07</b>
170976	3/14/2023	112400 SITEONE LANDSCAPE SUPPLY, LLC	126882845-001		PARK MAINT SUPPLIES	49.22
			126882913-001		PARK MAINT SUPPLIES	133.41
					<b>Total :</b>	<b>182.63</b>
170977	3/14/2023	119378 SMARDAN SUPPLY CO.	S3909384		BLDG MAINT SUPPLIES	41.86
			S3921891		BUS FACILITY MAINT SUPPLIES	152.42
					<b>Total :</b>	<b>194.28</b>
170978	3/14/2023	110343 SMARTCOVER SYSTEMS	25012	024-00913	SMARTCOVER SYSTEMS RENEWAL	31,560.00
					<b>Total :</b>	<b>31,560.00</b>
170979	3/14/2023	619003 SOUTHERN CALIFORNIA EDISON	030123		LIGHT & POWER	2,234.70
					<b>Total :</b>	<b>2,234.70</b>
170980	3/14/2023	103202 SOUTHERN COUNTIES LUBRICANTS, LLC	179889		BUS AUTOMOTIVE FLUIDS	1,828.66
					<b>Total :</b>	<b>1,828.66</b>
170981	3/14/2023	108238 SPARKLETTS	14211220 022223		DRINKING WATER FILTRATION SYSTEM	42.99
			15638236 022423		DRINKING WATER FILTRATION SYSTEM	43.00
					<b>Total :</b>	<b>85.99</b>

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170982	3/14/2023	111778 SPCALA	2023-02	032-00109	ANIMAL SHELTER SERVICES	9,143.75
Total :						9,143.75
170983	3/14/2023	119548 ST. JOHN LUTHERAN CHURCH	MARCH 2023		SENIOR CITIZENS DAY CARE	750.00
Total :						750.00
170984	3/14/2023	119594 STANLEY PEST CONTROL	COG 0223		PEST CONTROL SERVICE - 1670 W 162	654.00
			COG 0223-1		PEST CONTROL SERVICE -2320 W 149	117.00
Total :						771.00
170985	3/14/2023	119010 STAPLES ADVANTAGE	3530139766		REC OFFICE SUPPLIES	29.71
			3530206068		PW OFFICE SUPPLIES	60.75
			3531265387		PW OFFICE SUPPLIES	60.78
Total :						151.24
170986	3/14/2023	119565 STEVEN ENTERPRISES, INC	0460818		SERVICE CALL - MAINTENANCE SERVI	356.50
			0460828		PW ENG OFFICE SUPPLIES	319.02
Total :						675.52
170987	3/14/2023	104106 SWARCO MCCAIN, INC.	INV0271562	024-00867	TRAFFIC SIGNAL CABINET PARTS	8,848.67
Total :						8,848.67
170988	3/14/2023	111864 TCS RISK MANAGEMENT SERVICES	12699		WORKERS COMPENSATION PROGRAM	2,375.00
Total :						2,375.00
170989	3/14/2023	110238 TIREHUB, LLC	32757716	024-00925	TIRES FOR PW FLEET	4,074.33
Total :						4,074.33
170990	3/14/2023	109775 TOMS TRUCK CENTER NORTH COUNTY	1295148	037-10177	GTRANS AUTO PARTS	3,268.55
			1295202	037-10177	GTRANS AUTO PARTS	125.55
			1295901	037-10177	GTRANS AUTO PARTS	338.92
			1296043	037-10177	GTRANS AUTO PARTS	175.83
Total :						3,908.85
170991	3/14/2023	104806 TOYOTA LIFT OF L.A.	PSI-0342719		SERVICE CALL - TOYOTA #8FGCU25 OI	217.30
Total :						217.30
170992	3/14/2023	106018 TRANE U.S. INC.	13959920		BUS FACILITY MAINT SUPPLIES	105.11

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
170992	3/14/2023	106018 106018 TRANE U.S. INC.	(Continued)		<b>Total :</b>	<b>105.11</b>
170993	3/14/2023	105959 TRANSITTALENT.COM, LLC	1142303		LEGAL NOTICE - RFP 2022-04 MICROTI	125.00
					<b>Total :</b>	<b>125.00</b>
170994	3/14/2023	105556 TRIANGLE SPORTS, INC.	41590		REC SPORTS SUPPLIES	67.23
					<b>Total :</b>	<b>67.23</b>
170995	3/14/2023	111481 TRIO COMMUNITY MEALS, LLC	INV2230024243	034-00544	SENIOR FEEDING PROGRAM	7,461.46
					<b>Total :</b>	<b>7,461.46</b>
170996	3/14/2023	112216 TRIPLE CROWN PRODUCTS	319455		GTRANS UNIFORM SUPPLIES	1,018.20
					<b>Total :</b>	<b>1,018.20</b>
170997	3/14/2023	112408 TURNER, DESTINY	CIT #311136700		REFUND - CITATION OVERPAYMENT	47.00
					<b>Total :</b>	<b>47.00</b>
170998	3/14/2023	100896 U.S. BANK	6737396		2020 POB BANK ADMIN CHARGES	2,750.00
					<b>Total :</b>	<b>2,750.00</b>
170999	3/14/2023	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	222.62
			CRESPO 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	4,275.03
			GOLDMAN 01/23/23		CAL CARD STATEMENT 12/23-01/23/23	390.17
			HR 01/23/23		CAL CARD STATEMENT 12/23-01/23/23	9,583.12
				023-01432		
			HR 12/22/22		CAL CARD STATEMENT 11/23-12/22/22	9,590.16
				023-01433		
			KWAK 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	50.00
			LEWIS 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	1,756.98
			NOLAN 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	3,652.39
			OROZCO 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	1,149.53
			PD TRAININ3 12/22/22		CAL CARD STATEMENT 11/23-12/22/22	911.83
			PYNN 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	1,731.89
			RIGG 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	326.40
			TSUJIUCHI 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	90.77
					<b>Total :</b>	<b>33,730.89</b>
171000	3/14/2023	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	FINANCE 02/22/23		CAL CARD STATEMENT 01/24-02/22/23	9,236.57

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
171000	3/14/2023	109900	109900 U.S. BANK CORPORATE PAYMENT, SYST (Continued)		<b>Total :</b>	<b>9,236.57</b>
171001	3/14/2023	109900	U.S. BANK CORPORATE PAYMENT, SYSTEMS		FCC 02/22/23	CAL CARD STATEMENT 01/24-02/22/23 648.54
			HR 02/22/23			CAL CARD STATEMENT 01/24-02/22/23 2,301.07
			MACIEL 11/22/22			CAL CARD STATEMENT 10/25-11/22/22 8,203.46
				035-01199		
			MACIEL 12/22/22	035-01200		CAL CARD STATEMENT 11/23-12/22/22 6,953.64
			PD TRAININ2 12/22/22			CAL CARD STATEMENT 11/23-12/22/22 3,594.21
			PD TRAININ4 12/22/22			CAL CARD STATEMENT 11/23-12/22/22 4,624.13
			PD TRAINING 12/22/22			CAL CARD STATEMENT 11/23-12/22/22 4,845.37
					<b>Total :</b>	<b>31,170.42</b>
171002	3/14/2023	109220	U.S. BANK EQUIPMENT FINANCE		495403412	RICOH MPC4503 COPIER LEASE - CD 163.40
					<b>Total :</b>	<b>163.40</b>
171003	3/14/2023	104692	ULINE		159553941	BUS SHOP SUPPLIES 470.22
					<b>Total :</b>	<b>470.22</b>
171004	3/14/2023	106754	URBAN RESTORATION GROUP US, INC.		00036341	STREET MAINT SUPPLIES 1,091.94
					<b>Total :</b>	<b>1,091.94</b>
171005	3/14/2023	122050	VERIZON WIRELESS		9927389860	PW CELL PHONE SERVICE 952.26
					<b>Total :</b>	<b>952.26</b>
171006	3/14/2023	111719	WALLACE & ASSOCIATES, CONSULTING, INC		W800226	024-00728 TRAFFIC SIGNAL IMPROVEMENT JN 93 765.00
					W800245	024-00728 TRAFFIC SIGNAL IMPROVEMENT JN 93 170.00
					W800317	024-00728 TRAFFIC SIGNAL IMPROVEMENT JN 93 170.00
					W800858	024-00870 FIRE STATION ROOF REPLACEMENT, J 2,865.00
					W800859	024-00884 170TH ST STREET IMPROVEMENT, JN9 17,436.00
					W800930	024-00884 170TH ST STREET IMPROVEMENT, JN9 32,594.00
					W801012	024-00870 FIRE STATION ROOF REPLACEMENT, J 8,175.00
					<b>Total :</b>	<b>62,175.00</b>
171007	3/14/2023	108353	WALTERS WHOLESALE ELECTRIC CO		S122113255	024-00899 BLDG MAINT SUPPLIES 4,828.95
					S122491262	GTRANS MAINT SUPPLIES 184.29
					S122504265.002	BLDG MAINT SUPPLIES 544.36
					<b>Total :</b>	<b>5,557.60</b>

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
171008	3/14/2023	101195 WASTE RESOURCES GARDENA	022223		WASTE COLLECTION	264,782.93
Total :						264,782.93
171009	3/14/2023	110370 WESTERN COLLISION CENTER, INC	1097	035-01177	2018 FORD EXPLR #1554895 BODY REI	1,073.07
			1100	035-01177	2022 FORD INTRCPTR #1630466 BODY	5,562.33
			1101	035-01177	2018 FORD EXPLR #1554678 BODY REI	2,142.60
Total :						8,778.00
171010	3/14/2023	123050 WILLIAMS SCOTSMAN, INC.	9016947193	035-01178	MODULAR BUILDING RENTAL CPX-804	2,766.10
Total :						2,766.10
171011	3/14/2023	125001 YAMADA COMPANY, INC.	82761		STREET MAINT SUPPLIES	370.22
			82785		PARK MAINT SUPPLIES	218.93
Total :						589.15
171012	3/14/2023	112411 YESSMAN, DAN	PERMIT #50022-0719		PERMIT DEPOSIT REFUND - 1943 W 15	5,000.00
Total :						5,000.00
186 Vouchers for bank code : usb						Bank total : 8,047,992.37
186 Vouchers in this report						Total vouchers : 8,047,992.37

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 21 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 21 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>03/14/2023</u>
Mayor	Date

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

Acknowledged:

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

# CITY OF GARDENA



## INVESTMENT REPORT

January 2023

Prepared by Danny Rodriguez, Deputy City Treasurer  
Reviewed by Ray Beeman, Director of Administrative Services



# City of Gardena Consolidated - Account #10647

## MONTHLY ACCOUNT STATEMENT

JANUARY 1, 2023 THROUGH JANUARY 31, 2023

### Chandler Team:

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

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

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





## PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.67
Average Coupon	2.20%
Average Purchase YTM	1.98%
Average Market YTM	3.10%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	0.77 yrs
Average Life	0.70 yrs

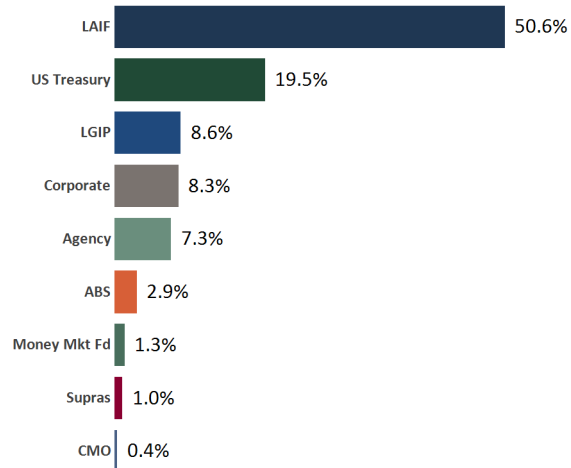
## ACCOUNT SUMMARY

	Beg. Values as of 12/31/22	End Values as of 1/31/23
Market Value	74,677,844	75,152,516
Accrued Interest	328,084	222,691
Total Market Value	<b>75,005,928</b>	<b>75,375,206</b>
Income Earned	123,490	147,412
Cont/WD		
Par	70,155,977	70,409,006
Book Value	76,164,031	76,416,836
Cost Value	76,336,365	76,584,077

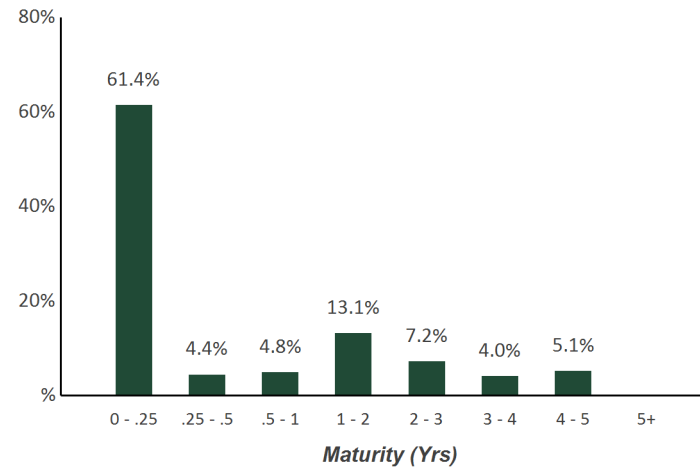
## TOP ISSUERS

Local Agency Investment Fund	50.6%
Government of United States	19.5%
CalTrust	8.6%
Federal Home Loan Mortgage Corp	2.6%
Federal Home Loan Bank	2.1%
Federal National Mortgage Assoc	1.5%
Federal Farm Credit Bank	1.5%
First American Govt Oblig Fund	1.3%
<b>Total</b>	<b>87.8%</b>

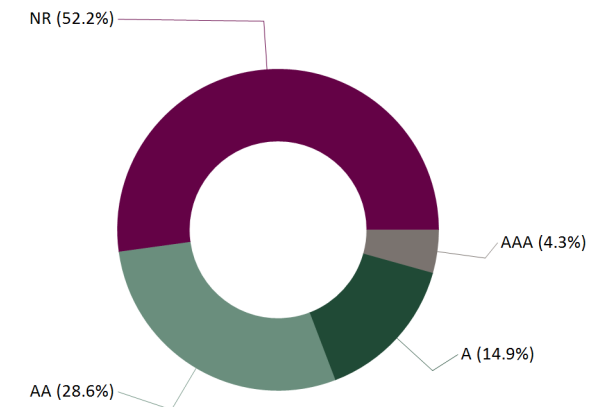
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## Holdings Report

As of January 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	42.61	10/01/2019 1.95%	42.61 42.61	99.84 5.26%	42.54 0.03	0.00% (0.07)	NR / AAA AAA	1.22 0.05
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	33,282.65	07/06/2020 0.70%	34,015.91 33,527.07	99.56 4.63%	33,135.41 24.56	0.04% (391.66)	Aaa / AAA NR	1.29 0.15
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	10,361.82	10/16/2019 1.94%	10,361.27 10,361.65	99.70 5.16%	10,330.75 8.89	0.01% (30.90)	Aaa / AAA NR	1.45 0.09
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	38,417.58	09/22/2020 0.38%	38,411.93 38,416.15	97.97 5.24%	37,638.94 5.13	0.05% (777.21)	NR / AAA AAA	1.72 0.41
58769KAD6	Mercedes-Benz Auto Lease Trust 2021- B A3 0.4% Due 11/15/2024	80,000.00	06/22/2021 0.40%	79,993.96 79,997.74	97.49 5.15%	77,992.62 14.22	0.10% (2,005.12)	NR / AAA AAA	1.79 0.53
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	44,257.02	09/08/2021 0.34%	44,252.45 44,255.22	97.89 5.17%	43,321.31 2.43	0.06% (933.91)	Aaa / NR AAA	1.90 0.44
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	29,867.01	10/06/2020 0.36%	29,861.45 29,864.46	98.36 4.93%	29,376.76 4.65	0.04% (487.70)	NR / AAA AAA	1.96 0.36
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	57,082.34	08/04/2020 0.48%	57,070.36 57,076.90	98.47 5.53%	56,209.61 8.20	0.07% (867.29)	Aaa / NR AAA	2.06 0.30
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	85,000.00	01/11/2022 1.11%	84,987.29 84,993.33	97.14 5.14%	82,566.30 15.58	0.11% (2,427.03)	NR / AAA AAA	2.15 0.71
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	51,917.66	02/17/2021 0.27%	51,916.71 51,917.31	97.09 5.59%	50,404.30 3.89	0.07% (1,513.01)	Aaa / NR AAA	2.22 0.55
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	48,680.13	03/02/2021 0.37%	48,670.78 48,675.71	96.57 5.30%	47,010.45 7.79	0.06% (1,665.26)	Aaa / NR AAA	2.62 0.69
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	85,000.00	11/16/2021 0.89%	84,982.08 84,988.64	95.20 5.06%	80,918.71 20.78	0.11% (4,069.93)	Aaa / NR AAA	2.98 1.16
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	70,000.00	07/13/2021 0.52%	69,993.76 69,996.38	95.28 5.19%	66,693.92 16.18	0.09% (3,302.46)	Aaa / NR AAA	3.12 1.02
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	65,000.00	11/09/2021 0.71%	64,998.62 64,999.13	94.83 5.33%	61,639.08 20.51	0.08% (3,360.05)	NR / AAA AAA	3.21 1.13

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<b>ABS</b>									
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	165,000.00	02/15/2022 1.89%	164,975.18 164,982.41	95.31 4.94%	157,263.84 137.87	0.21% (7,718.57)	Aaa / AAA NR	3.29 1.55
43815PAC3	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	105,000.00	08/15/2022 3.76%	104,993.74 104,994.64	98.32 4.65%	103,234.21 141.43	0.14% (1,760.43)	NR / AAA AAA	3.47 1.89
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	300,000.00	01/05/2023 5.44%	292,136.72 292,338.12	97.62 4.83%	292,863.27 160.50	0.39% 525.15	Aaa / AAA NR	3.57 1.50
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	115,000.00	04/07/2022 2.95%	114,997.31 114,997.98	97.08 4.80%	111,639.65 149.76	0.15% (3,358.33)	Aaa / AAA NR	3.62 1.59
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	130,000.00	03/10/2022 2.34%	129,971.24 129,978.48	95.83 5.32%	124,584.27 134.04	0.17% (5,394.21)	Aaa / NR AAA	3.63 1.41
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	135,000.00	07/12/2022 3.77%	134,987.11 134,989.04	97.80 4.91%	132,033.44 224.40	0.18% (2,955.60)	Aaa / NR AAA	4.05 1.95
36265WAD5	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	90,000.00	07/06/2022 3.67%	89,999.38 89,999.49	98.21 4.62%	88,385.52 136.50	0.12% (1,613.97)	Aaa / NR AAA	4.21 1.90
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	185,000.00	05/17/2022 3.42%	184,959.08 184,968.60	97.69 4.50%	180,730.27 278.73	0.24% (4,238.33)	NR / AAA AAA	4.29 2.15
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	220,000.00	10/12/2022 5.15%	219,982.93 219,984.27	101.11 4.69%	222,450.60 497.69	0.30% 2,466.33	Aaa / NR AAA	4.37 2.46
58770AAC7	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	105,000.00	01/18/2023 4.56%	104,987.40 104,987.47	99.89 4.60%	104,886.30 78.93	0.14% (101.17)	NR / AAA AAA	4.79 2.23
<b>Total ABS</b>		<b>2,248,908.82</b>	<b>2.88%</b>	<b>2,241,549.27</b> <b>2,241,332.80</b>	<b>4.91%</b>	<b>2,195,352.07</b> <b>2,092.69</b>	<b>2.92%</b> <b>(45,980.73)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.42</b> <b>1.50</b>
<b>AGENCY</b>									
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 350,138.12	99.84 4.22%	349,426.35 3,769.79	0.47% (711.77)	Aaa / AA+ NR	0.10 0.11
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	305,000.00	05/05/2020 0.39%	304,871.90 304,989.10	98.88 4.73%	301,573.63 273.23	0.40% (3,415.47)	Aaa / AA+ AAA	0.26 0.26
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	245,000.00	05/20/2020 0.35%	244,262.55 244,925.92	98.61 4.81%	241,606.02 117.40	0.32% (3,319.90)	Aaa / AA+ AAA	0.30 0.30

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<b>AGENCY</b>									
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	300,000.00	06/24/2020 0.35%	299,124.00 299,884.00	98.18 4.84%	294,552.90 72.92	0.39% (5,331.10)	Aaa / AA+ AAA	0.40 0.40
3135G05G4	FNMA Note 0.25% Due 7/10/2023	250,000.00	07/08/2020 0.32%	249,462.50 249,921.95	98.05 4.76%	245,122.50 36.46	0.33% (4,799.45)	Aaa / AA+ AAA	0.44 0.43
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	300,000.00	08/19/2020 0.28%	299,694.00 299,943.15	97.47 4.85%	292,409.10 327.08	0.39% (7,534.05)	Aaa / AA+ AAA	0.56 0.55
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	300,000.00	09/11/2020 0.24%	300,093.00 300,018.70	97.27 4.90%	291,813.90 297.92	0.39% (8,204.80)	Aaa / AA+ AAA	0.60 0.59
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 352,573.98	98.79 4.89%	345,768.15 3,885.24	0.46% (6,805.83)	Aaa / AA+ AAA	0.61 0.59
3137EAEY1	FHLMC Note 0.125% Due 10/16/2023	225,000.00	10/14/2020 0.25%	224,160.75 224,803.03	96.75 4.85%	217,676.48 82.03	0.29% (7,126.55)	Aaa / AA+ AAA	0.71 0.69
3137EAEZ8	FHLMC Note 0.25% Due 11/6/2023	335,000.00	11/03/2020 0.28%	334,698.50 334,923.52	96.55 4.90%	323,454.90 197.74	0.43% (11,468.62)	Aaa / AA+ AAA	0.76 0.74
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 354,711.32	98.79 4.83%	345,781.10 1,739.06	0.46% (8,930.22)	Aaa / AA+ AAA	0.85 0.82
3130AT3H8	FHLB Note 3.375% Due 3/8/2024	700,000.00	08/25/2022 3.46%	699,160.00 699,398.50	98.52 4.76%	689,654.70 10,303.13	0.93% (9,743.80)	Aaa / AA+ NR	1.10 1.05
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 158,886.81	97.62 4.69%	151,308.21 581.79	0.20% (7,578.60)	Aaa / AA+ NR	1.37 1.32
3133ENKS8	FFCB Note 1.125% Due 1/6/2025	750,000.00	Various 1.60%	740,054.10 743,351.29	94.13 4.33%	705,992.26 585.93	0.94% (37,359.03)	Aaa / AA+ AAA	1.93 1.87
3133ENPG9	FFCB Note 1.75% Due 2/14/2025	415,000.00	02/10/2022 1.84%	413,891.95 414,247.13	94.94 4.38%	393,984.40 3,368.99	0.53% (20,262.73)	Aaa / AA+ AAA	2.04 1.95
3135G06G3	FNMA Note 0.5% Due 11/7/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,799.28	90.95 3.99%	318,320.80 408.33	0.42% (31,478.48)	Aaa / AA+ AAA	2.77 2.69
<b>Total Agency</b>		<b>5,680,000.00</b>	<b>1.30%</b>	<b>5,720,937.70</b> <b>5,682,515.80</b>	<b>4.64%</b>	<b>5,508,445.40</b> <b>26,047.04</b>	<b>7.34%</b> <b>(174,070.40)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>1.03</b> <b>1.00</b>

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<b>CMO</b>									
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	271,035.43	07/23/2019 2.21%	281,760.39 271,901.71	99.28 5.28%	269,092.70 149.52	0.36% (2,809.01)	NR / NR AAA	0.31 0.25
<b>Total CMO</b>		<b>271,035.43</b>	<b>2.21%</b>	<b>281,760.39 271,901.71</b>	<b>5.28%</b>	<b>269,092.70 149.52</b>	<b>0.36% (2,809.01)</b>	<b>NR / NR AAA</b>	<b>0.31 0.25</b>
<b>CORPORATE</b>									
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 199,817.52	99.44 4.60%	198,876.20 1,173.33	0.27% (941.32)	Aaa / AA+ NR	0.25 0.25
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 250,636.34	99.28 4.92%	248,208.25 165.28	0.33% (2,428.09)	A1 / AA- AA-	0.48 0.47
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	200,000.00	04/11/2019 2.90%	194,298.00 199,294.45	98.52 4.98%	197,046.40 2,016.67	0.26% (2,248.05)	A1 / A AA-	0.54 0.52
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 203,001.14	98.22 4.69%	196,434.60 2,795.14	0.26% (6,566.54)	Aaa / AAA NR	1.02 0.97
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	500,000.00	Various 1.53%	523,124.00 509,287.89	98.28 4.86%	491,391.00 6,319.45	0.66% (17,896.89)	A1 / A AA-	1.11 1.06
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	245,000.00	Various 0.58%	246,097.00 245,420.70	95.59 4.80%	234,197.46 678.86	0.31% (11,223.24)	A2 / A A	1.13 1.10
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	130,000.00	05/10/2021 0.50%	129,810.20 129,919.30	94.86 4.63%	123,321.38 128.38	0.16% (6,597.92)	A1 / AA AA-	1.28 1.25
91324PEB4	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	500,000.00	11/24/2021 1.07%	493,760.00 496,741.02	94.93 4.65%	474,645.00 580.56	0.63% (22,096.02)	A3 / A+ A	1.29 1.26
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	500,000.00	Various 0.66%	497,344.65 498,678.85	94.72 4.70%	473,592.51 462.51	0.63% (25,086.34)	A2 / A A	1.29 1.26
89236TJH9	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	300,000.00	12/06/2021 1.07%	295,710.00 297,662.11	94.44 4.71%	283,305.00 179.17	0.38% (14,357.11)	A1 / A+ A+	1.38 1.35

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<b>CORPORATE</b>									
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	35,000.00	06/29/2021 0.64%	34,982.15 34,991.39	94.40 4.65%	33,041.30 9.72	0.04% (1,950.09)	A2 / A+ NR	1.45 1.42
69371RR40	Paccar Financial Corp Note 0.5% Due 8/9/2024	80,000.00	08/03/2021 0.52%	79,956.80 79,978.12	94.02 4.62%	75,213.20 191.11	0.10% (4,764.92)	A1 / A+ NR	1.52 1.48
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	500,000.00	Various 0.88%	524,067.75 511,793.89	95.97 4.67%	479,871.51 2,812.51	0.64% (31,922.38)	A1 / A AA-	1.75 1.68
69371RR57	Paccar Financial Corp Note 0.9% Due 11/8/2024	175,000.00	11/02/2021 0.90%	174,989.50 174,993.81	94.01 4.45%	164,524.33 363.13	0.22% (10,469.48)	A1 / A+ NR	1.77 1.72
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	500,000.00	Various 1.01%	531,052.10 511,703.83	97.84 5.28%	489,200.00 6,708.33	0.66% (22,503.83)	A1 / A- AA-	2.08 1.03
24422EWB1	John Deere Capital Corp Note 2.125% Due 3/7/2025	130,000.00	03/02/2022 2.14%	129,944.10 129,960.98	95.32 4.48%	123,917.43 1,105.00	0.17% (6,043.55)	A2 / A A	2.10 2.00
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	280,000.00	04/19/2022 3.35%	279,960.80 279,970.86	97.48 4.55%	272,932.80 2,501.33	0.37% (7,038.06)	A1 / A AA-	2.23 2.10
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	95,000.00	04/27/2022 3.46%	94,974.35 94,980.50	97.02 4.79%	92,171.85 418.79	0.12% (2,808.65)	A2 / A- A	2.37 2.23
931142EW9	Wal-Mart Stores Note 3.9% Due 9/9/2025	80,000.00	09/06/2022 3.92%	79,944.00 79,951.41	99.47 4.12%	79,575.20 1,230.67	0.11% (376.21)	Aa2 / AA AA	2.61 2.42
437076CR1	Home Depot Callable Note Cont 8/15/2025 4% Due 9/15/2025	110,000.00	09/12/2022 4.01%	109,960.40 109,965.30	99.54 4.19%	109,488.72 1,613.33	0.15% (476.58)	A2 / A A	2.62 2.43
023135CN4	Amazon.com Inc Note 4.6% Due 12/1/2025	395,000.00	11/29/2022 4.60%	394,976.30 394,977.64	100.88 4.26%	398,487.46 3,028.33	0.53% 3,509.82	A1 / AA AA-	2.84 2.61
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	90,000.00	02/02/2022 1.75%	90,000.00 90,000.00	93.73 5.05%	84,357.00 763.88	0.11% (5,643.00)	A1 / A AA-	3.02 1.92
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	175,000.00	07/18/2022 4.68%	175,000.00 175,000.00	99.16 5.04%	173,537.35 318.43	0.23% (1,462.65)	A1 / A- A+	3.46 2.29
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,945.18	89.62 4.16%	35,847.60 156.33	0.05% (4,097.58)	Aa2 / AA AA	3.63 3.48

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<b>CORPORATE</b>									
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	450,000.00	10/05/2022 4.71%	436,909.50 437,823.34	98.94 4.27%	445,207.50 4,050.00	0.60% 7,384.16	A2 / A+ A+	4.27 3.85
931142EX7	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	225,000.00	09/27/2022 4.70%	217,588.50 218,101.48	99.97 3.95%	224,943.08 3,505.63	0.30% 6,841.60	Aa2 / AA AA	4.61 4.04
<b>Total Corporate</b>		<b>6,385,000.00</b>	<b>2.13%</b>	<b>6,441,357.50 6,394,597.05</b>	<b>4.66%</b>	<b>6,203,334.13 43,275.87</b>	<b>8.29% (191,262.92)</b>	<b>A1 / A+ A+</b>	<b>1.94 1.70</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	38,069,322.79	Various 2.46%	38,069,322.79 38,069,322.79	1.00 2.46%	38,069,322.79 77,925.14	50.61% 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>38,069,322.79</b>	<b>2.46%</b>	<b>38,069,322.79 38,069,322.79</b>	<b>2.46%</b>	<b>38,069,322.79 77,925.14</b>	<b>50.61% 0.00</b>	<b>NR / NR NR</b>	<b>0.00 0.00</b>
<b>LOCAL GOV INVESTMENT POOL</b>									
09CATR\$05	CalTrust Medium Term Fund	663,514.65	Various 0.42%	6,671,967.92 6,671,967.92	9.77 0.42%	6,482,538.17 0.00	8.60% (189,429.75)	NR / A+ NR	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>663,514.65</b>	<b>0.42%</b>	<b>6,671,967.92 6,671,967.92</b>	<b>0.42%</b>	<b>6,482,538.17 0.00</b>	<b>8.60% (189,429.75)</b>	<b>NR / A+ NR</b>	<b>0.00 0.00</b>
<b>MONEY MARKET FUND</b>									
31846V203	First American Govt Obligation Fund Class Y	996,224.48	Various 3.83%	996,224.48 996,224.48	1.00 3.83%	996,224.48 0.00	1.32% 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>996,224.48</b>	<b>3.83%</b>	<b>996,224.48 996,224.48</b>	<b>3.83%</b>	<b>996,224.48 0.00</b>	<b>1.32% 0.00</b>	<b>Aaa / AAA AAA</b>	<b>0.00 0.00</b>
<b>SUPRANATIONAL</b>									
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	165,000.00	11/17/2020 0.32%	164,645.25 164,904.10	96.36 4.87%	158,990.70 76.77	0.21% (5,913.40)	Aaa / AAA AAA	0.81 0.79
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	225,000.00	01/26/2021 0.26%	240,736.50 230,657.45	97.60 4.70%	219,595.50 2,062.50	0.29% (11,061.95)	Aaa / AAA AAA	1.13 1.09

## Holdings Report

As of January 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
4581X0DZ8	Inter-American Dev Bank Note 0.5% Due 9/23/2024	260,000.00	09/15/2021 0.52%	259,807.60 259,894.67	93.76 4.48%	243,770.80 462.22	0.32% (16,123.87)	Aaa / AAA NR	1.65 1.60
45950KCR9	International Finance Corp Note 1.375% Due 10/16/2024	160,000.00	07/12/2021 0.54%	164,304.00 162,253.27	94.95 4.48%	151,917.28 641.67	0.20% (10,335.99)	Aaa / AAA NR	1.71 1.65
<b>Total Supranational</b>		<b>810,000.00</b>	<b>0.41%</b>	<b>829,493.35 817,709.49</b>	<b>4.62%</b>	<b>774,274.28 3,243.16</b>	<b>1.03% (43,435.21)</b>	<b>Aaa / AAA AAA</b>	<b>1.34 1.30</b>
<b>US TREASURY</b>									
912828ZD5	US Treasury Note 0.5% Due 3/15/2023	325,000.00	12/28/2021 0.47%	325,101.56 325,009.67	99.53 4.51%	323,457.55 623.96	0.43% (1,552.12)	Aaa / AA+ AAA	0.12 0.12
912828VB3	US Treasury Note 1.75% Due 5/15/2023	750,000.00	Various 0.79%	761,337.89 752,015.37	99.14 4.75%	743,583.75 2,828.04	0.99% (8,431.62)	Aaa / AA+ AAA	0.28 0.28
912828ZU7	US Treasury Note 0.25% Due 6/15/2023	750,000.00	02/15/2022 1.36%	739,130.86 746,990.78	98.36 4.75%	737,695.50 247.25	0.98% (9,295.28)	Aaa / AA+ AAA	0.37 0.36
912828T26	US Treasury Note 1.375% Due 9/30/2023	750,000.00	Various 1.05%	750,579.29 751,631.19	97.79 4.81%	733,389.00 3,513.05	0.98% (18,242.19)	Aaa / AA+ AAA	0.66 0.64
912828V80	US Treasury Note 2.25% Due 1/31/2024	750,000.00	Various 0.83%	776,144.53 760,449.00	97.58 4.76%	731,835.75 46.62	0.97% (28,613.25)	Aaa / AA+ AAA	1.00 0.97
912828B66	US Treasury Note 2.75% Due 2/15/2024	750,000.00	02/15/2022 1.58%	767,255.86 758,971.15	97.97 4.77%	734,795.25 9,527.85	0.99% (24,175.90)	Aaa / AA+ AAA	1.04 1.00
912828W71	US Treasury Note 2.125% Due 3/31/2024	750,000.00	Various 0.67%	775,839.84 762,574.31	97.12 4.70%	728,379.00 5,429.25	0.97% (34,195.31)	Aaa / AA+ AAA	1.16 1.12
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	500,000.00	Various 0.37%	500,162.11 500,056.10	95.04 4.66%	475,215.00 561.47	0.63% (24,841.10)	Aaa / AA+ AAA	1.21 1.17
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	750,000.00	Various 1.10%	779,783.21 763,192.22	97.35 4.64%	730,107.75 4,040.05	0.97% (33,084.47)	Aaa / AA+ AAA	1.29 1.24
91282CCG4	US Treasury Note 0.25% Due 6/15/2024	400,000.00	06/17/2021 0.43%	397,890.63 399,035.05	94.32 4.57%	377,281.20 131.87	0.50% (21,753.85)	Aaa / AA+ AAA	1.37 1.34
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 301,729.10	96.04 4.51%	288,129.00 14.50	0.38% (13,600.10)	Aaa / AA+ AAA	1.50 1.45
91282CCT6	US Treasury Note 0.375% Due 8/15/2024	400,000.00	08/25/2021 0.45%	399,109.38 399,539.50	93.96 4.47%	375,843.60 692.93	0.50% (23,695.90)	Aaa / AA+ AAA	1.54 1.50



## Holdings Report

As of January 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	750,000.00	11/18/2021 0.83%	748,125.00 748,878.78	93.90 4.33%	704,267.25 1,212.02	0.94% (44,611.53)	Aaa / AA+ AAA	1.79 1.74
912828Z52	US Treasury Note 1.375% Due 1/31/2025	750,000.00	02/17/2022 1.71%	742,822.27 745,139.39	94.66 4.18%	709,980.75 28.49	0.94% (35,158.64)	Aaa / AA+ AAA	2.00 1.94
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 349,410.14	92.66 4.08%	324,296.70 596.15	0.43% (25,113.44)	Aaa / AA+ AAA	2.16 2.11
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 362,077.38	91.63 4.05%	334,459.72 157.93	0.44% (27,617.66)	Aaa / AA+ AAA	2.33 2.28
9128284Z0	US Treasury Note 2.75% Due 8/31/2025	750,000.00	Various 0.98%	800,092.78 783,483.62	96.96 4.00%	727,236.00 8,774.17	0.98% (56,247.62)	Aaa / AA+ AAA	2.58 2.43
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	750,000.00	Various 0.88%	734,730.47 739,520.84	90.63 3.91%	679,687.50 486.79	0.90% (59,833.34)	Aaa / AA+ AAA	2.83 2.76
9128286L9	US Treasury Note 2.25% Due 3/31/2026	750,000.00	02/25/2022 1.91%	760,078.13 757,795.01	95.37 3.82%	715,283.25 5,748.63	0.96% (42,511.76)	Aaa / AA+ AAA	3.16 2.99
912828R36	US Treasury Note 1.625% Due 5/15/2026	250,000.00	10/14/2021 0.99%	257,148.44 255,123.12	93.28 3.82%	233,203.00 875.35	0.31% (21,920.12)	Aaa / AA+ AAA	3.29 3.14
912828YG9	US Treasury Note 1.625% Due 9/30/2026	300,000.00	12/28/2021 1.24%	305,296.88 304,079.45	92.81 3.74%	278,425.80 1,660.71	0.37% (25,653.65)	Aaa / AA+ AAA	3.67 3.48
912828U24	US Treasury Note 2% Due 11/15/2026	625,000.00	03/29/2022 2.56%	609,912.11 612,660.23	93.85 3.76%	586,548.13 2,693.37	0.78% (26,112.10)	Aaa / AA+ AAA	3.79 3.58
91282CEF4	US Treasury Note 2.5% Due 3/31/2027	750,000.00	Various 2.90%	736,449.21 738,298.50	95.41 3.70%	715,576.50 6,387.36	0.96% (22,722.00)	Aaa / AA+ AAA	4.16 3.87
912828X88	US Treasury Note 2.375% Due 5/15/2027	350,000.00	06/09/2022 3.09%	338,666.02 340,152.03	94.85 3.68%	331,980.60 1,791.09	0.44% (8,171.43)	Aaa / AA+ AAA	4.29 4.00
91282CFM8	US Treasury Note 4.125% Due 9/30/2027	570,000.00	10/26/2022 4.19%	568,419.14 568,504.38	102.03 3.65%	581,555.61 8,009.75	0.78% 13,051.23	Aaa / AA+ AAA	4.67 4.16
9128283F5	US Treasury Note 2.25% Due 11/15/2027	800,000.00	12/20/2022 3.84%	743,625.00 744,947.77	93.96 3.63%	751,718.40 3,878.45	1.00% 6,770.63	Aaa / AA+ AAA	4.79 4.45
<b>Total US Treasury</b>		<b>15,285,000.00</b>	<b>1.47%</b>	<b>15,331,463.32</b> <b>15,271,264.08</b>	<b>4.27%</b>	<b>14,653,931.56</b> <b>69,957.10</b>	<b>19.53%</b> <b>(617,332.52)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.14</b> <b>2.03</b>

Holdings Report

As of January 31, 2023



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
TOTAL PORTFOLIO		70,409,006.17	1.98%	76,584,076.72 76,416,836.12	3.10%	75,152,515.58 222,690.52	100.00% (1,264,320.54)	Aa1 / AA AAA	0.77 0.67
TOTAL MARKET VALUE PLUS ACCRUED						75,375,206.10			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/03/2023	31846V203	1,416.49	First American Govt Obligation Fund Class Y	1.000	3.79%	1,416.49	0.00	1,416.49	0.00
Purchase	01/06/2023	31846V203	4,218.75	First American Govt Obligation Fund Class Y	1.000	3.79%	4,218.75	0.00	4,218.75	0.00
Purchase	01/09/2023	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	97.379	5.44%	292,136.72	374.50	292,511.22	0.00
Purchase	01/10/2023	31846V203	312.50	First American Govt Obligation Fund Class Y	1.000	3.79%	312.50	0.00	312.50	0.00
Purchase	01/13/2023	90LAIF\$00	197,839.35	Local Agency Investment Fund State Pool	1.000	2.23%	197,839.35	0.00	197,839.35	0.00
Purchase	01/15/2023	31846V203	109.38	First American Govt Obligation Fund Class Y	1.000	3.79%	109.38	0.00	109.38	0.00
Purchase	01/17/2023	31846V203	4,025.89	First American Govt Obligation Fund Class Y	1.000	3.79%	4,025.89	0.00	4,025.89	0.00
Purchase	01/17/2023	31846V203	38.46	First American Govt Obligation Fund Class Y	1.000	3.79%	38.46	0.00	38.46	0.00
Purchase	01/17/2023	31846V203	522.63	First American Govt Obligation Fund Class Y	1.000	3.79%	522.63	0.00	522.63	0.00
Purchase	01/17/2023	31846V203	933.17	First American Govt Obligation Fund Class Y	1.000	3.79%	933.17	0.00	933.17	0.00
Purchase	01/17/2023	31846V203	251.33	First American Govt Obligation Fund Class Y	1.000	3.79%	251.33	0.00	251.33	0.00
Purchase	01/17/2023	31846V203	258.50	First American Govt Obligation Fund Class Y	1.000	3.79%	258.50	0.00	258.50	0.00
Purchase	01/17/2023	31846V203	273.00	First American Govt Obligation Fund Class Y	1.000	3.79%	273.00	0.00	273.00	0.00
Purchase	01/17/2023	31846V203	280.79	First American Govt Obligation Fund Class Y	1.000	3.79%	280.79	0.00	280.79	0.00
Purchase	01/17/2023	31846V203	26.67	First American Govt Obligation Fund Class Y	1.000	3.79%	26.67	0.00	26.67	0.00
Purchase	01/17/2023	31846V203	420.75	First American Govt Obligation Fund Class Y	1.000	3.79%	420.75	0.00	420.75	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/17/2023	31846V203	30.33	First American Govt Obligation Fund Class Y	1.000	3.79%	30.33	0.00	30.33	0.00
Purchase	01/17/2023	31846V203	3,667.70	First American Govt Obligation Fund Class Y	1.000	3.79%	3,667.70	0.00	3,667.70	0.00
Purchase	01/17/2023	31846V203	3,838.79	First American Govt Obligation Fund Class Y	1.000	3.79%	3,838.79	0.00	3,838.79	0.00
Purchase	01/17/2023	31846V203	8,818.62	First American Govt Obligation Fund Class Y	1.000	3.79%	8,818.62	0.00	8,818.62	0.00
Purchase	01/17/2023	31846V203	3,439.41	First American Govt Obligation Fund Class Y	1.000	3.79%	3,439.41	0.00	3,439.41	0.00
Purchase	01/18/2023	31846V203	326.37	First American Govt Obligation Fund Class Y	1.000	3.79%	326.37	0.00	326.37	0.00
Purchase	01/18/2023	31846V203	4,229.81	First American Govt Obligation Fund Class Y	1.000	3.79%	4,229.81	0.00	4,229.81	0.00
Purchase	01/20/2023	31846V203	10,350.02	First American Govt Obligation Fund Class Y	1.000	3.79%	10,350.02	0.00	10,350.02	0.00
Purchase	01/20/2023	31846V203	2,754.66	First American Govt Obligation Fund Class Y	1.000	3.79%	2,754.66	0.00	2,754.66	0.00
Purchase	01/23/2023	31846V203	62.33	First American Govt Obligation Fund Class Y	1.000	3.79%	62.33	0.00	62.33	0.00
Purchase	01/23/2023	31846V203	4,194.36	First American Govt Obligation Fund Class Y	1.000	3.79%	4,194.36	0.00	4,194.36	0.00
Purchase	01/24/2023	31846V203	4,250.00	First American Govt Obligation Fund Class Y	1.000	3.79%	4,250.00	0.00	4,250.00	0.00
Purchase	01/25/2023	31846V203	4,487.17	First American Govt Obligation Fund Class Y	1.000	3.79%	4,487.17	0.00	4,487.17	0.00
Purchase	01/25/2023	31846V203	1,522.74	First American Govt Obligation Fund Class Y	1.000	3.79%	1,522.74	0.00	1,522.74	0.00
Purchase	01/25/2023	31846V203	77.92	First American Govt Obligation Fund Class Y	1.000	3.79%	77.92	0.00	77.92	0.00
Purchase	01/25/2023	31846V203	802.50	First American Govt Obligation Fund Class Y	1.000	3.79%	802.50	0.00	802.50	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	01/25/2023	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	99.988	4.56%	104,987.40	0.00	104,987.40	0.00
Purchase	01/30/2023	31846V203	500,000.00	First American Govt Obligation Fund Class Y	1.000	3.83%	500,000.00	0.00	500,000.00	0.00
Purchase	01/30/2023	31846V203	6,500.00	First American Govt Obligation Fund Class Y	1.000	3.83%	6,500.00	0.00	6,500.00	0.00
Purchase	01/31/2023	09CATR\$05	1,467.96	CalTrust Medium Term Fund	9.770	0.42%	14,341.93	0.00	14,341.93	0.00
Purchase	01/31/2023	31846V203	450,000.00	First American Govt Obligation Fund Class Y	1.000	3.83%	450,000.00	0.00	450,000.00	0.00
Purchase	01/31/2023	31846V203	20,156.25	First American Govt Obligation Fund Class Y	1.000	3.83%	20,156.25	0.00	20,156.25	0.00
<b>Subtotal</b>			<b>1,646,904.60</b>				<b>1,651,902.69</b>	<b>374.50</b>	<b>1,652,277.19</b>	<b>0.00</b>
Short Sale	01/25/2023	31846V203	-104,987.40	First American Govt Obligation Fund Class Y	1.000		-104,987.40	0.00	-104,987.40	0.00
<b>Subtotal</b>			<b>-104,987.40</b>				<b>-104,987.40</b>	<b>0.00</b>	<b>-104,987.40</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>1,541,917.20</b>				<b>1,546,915.29</b>	<b>374.50</b>	<b>1,547,289.79</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Closing Purchase	01/25/2023	31846V203	-104,987.40	First American Govt Obligation Fund Class Y	1.000		-104,987.40	0.00	-104,987.40	0.00
<b>Subtotal</b>			<b>-104,987.40</b>				<b>-104,987.40</b>	<b>0.00</b>	<b>-104,987.40</b>	<b>0.00</b>
Sale	01/09/2023	31846V203	292,511.22	First American Govt Obligation Fund Class Y	1.000	3.79%	292,511.22	0.00	292,511.22	0.00
Sale	01/25/2023	31846V203	104,987.40	First American Govt Obligation Fund Class Y	1.000	3.79%	104,987.40	0.00	104,987.40	0.00
<b>Subtotal</b>			<b>397,498.62</b>				<b>397,498.62</b>	<b>0.00</b>	<b>397,498.62</b>	<b>0.00</b>
Paydown	01/17/2023	02582JIT8	0.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	100.000		0.00	522.63	522.63	0.00

## Transaction Ledger

As of January 31, 2023



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	01/17/2023	36265WAD5	0.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	100.000		0.00	273.00	273.00	0.00
Paydown	01/17/2023	43815BAC4	0.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	100.000		0.00	258.50	258.50	0.00
Paydown	01/17/2023	47787JAC2	0.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	100.000		0.00	251.33	251.33	0.00
Paydown	01/17/2023	47788UAC6	3,652.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	100.000		3,652.00	15.70	3,667.70	0.00
Paydown	01/17/2023	47789QAC4	0.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	100.000		0.00	30.33	30.33	0.00
Paydown	01/17/2023	47800AAC4	0.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	100.000		0.00	420.75	420.75	0.00
Paydown	01/17/2023	47800BAC2	0.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	100.000		0.00	933.17	933.17	0.00
Paydown	01/17/2023	58769KAD6	0.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	100.000		0.00	26.67	26.67	0.00
Paydown	01/17/2023	65479JAD5	3,815.99	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		3,815.99	22.80	3,838.79	0.00
Paydown	01/17/2023	89232HAC9	8,760.46	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	100.000		8,760.46	58.16	8,818.62	0.00
Paydown	01/17/2023	89236XAC0	3,429.70	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		3,429.70	9.71	3,439.41	0.00
Paydown	01/17/2023	89238FAD5	0.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	100.000		0.00	280.79	280.79	0.00
Paydown	01/17/2023	89238JAC9	0.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	100.000		0.00	38.46	38.46	0.00
Paydown	01/18/2023	43813KAC6	4,216.66	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		4,216.66	13.15	4,229.81	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	01/18/2023	43815PAC3	0.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	100.000		0.00	326.37	326.37	0.00
Paydown	01/20/2023	92290BAA9	10,323.62	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	100.000		10,323.62	26.40	10,350.02	0.00
Paydown	01/20/2023	92348AAA3	2,750.15	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		2,750.15	4.51	2,754.66	0.00
Paydown	01/23/2023	43813GAC5	4,181.74	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		4,181.74	12.62	4,194.36	0.00
Paydown	01/23/2023	43815GAC3	0.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	100.000		0.00	62.33	62.33	0.00
Paydown	01/25/2023	05601XAC3	0.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	100.000		0.00	77.92	77.92	0.00
Paydown	01/25/2023	05602RAD3	0.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	100.000		0.00	802.50	802.50	0.00
Paydown	01/25/2023	09690AAC7	4,473.77	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	100.000		4,473.77	13.40	4,487.17	0.00
Paydown	01/25/2023	3137B4GY6	773.00	FHLMC K032 A2Due 5/25/2023	100.000		773.00	749.74	1,522.74	0.00
<b>Subtotal</b>			<b>46,377.09</b>				<b>46,377.09</b>	<b>5,230.94</b>	<b>51,608.03</b>	<b>0.00</b>
Maturity	01/30/2023	747525AR4	500,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	100.000		500,000.00	0.00	500,000.00	0.00
Maturity	01/31/2023	912828P38	450,000.00	US Treasury Note 1.75% Due 1/31/2023	100.000		450,000.00	0.00	450,000.00	0.00
<b>Subtotal</b>			<b>950,000.00</b>				<b>950,000.00</b>	<b>0.00</b>	<b>950,000.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>1,288,888.31</b>				<b>1,288,888.31</b>	<b>5,230.94</b>	<b>1,294,119.25</b>	<b>0.00</b>
<b>OTHER TRANSACTIONS</b>										
Interest	01/06/2023	3133ENKS8	750,000.00	FFCB Note 1.125% Due 1/6/2025	0.000		4,218.75	0.00	4,218.75	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>OTHER TRANSACTIONS</b>										
Interest	01/10/2023	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.000		312.50	0.00	312.50	0.00
Interest	01/15/2023	79466LAG9	35,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.000		109.38	0.00	109.38	0.00
Interest	01/17/2023	61747YET8	175,000.00	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	0.000		4,025.89	0.00	4,025.89	0.00
Interest	01/24/2023	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.000		4,250.00	0.00	4,250.00	0.00
Interest	01/30/2023	747525AR4	500,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.000		6,500.00	0.00	6,500.00	0.00
Interest	01/31/2023	912828P38	450,000.00	US Treasury Note 1.75% Due 1/31/2023	0.000		3,937.50	0.00	3,937.50	0.00
Interest	01/31/2023	912828V80	750,000.00	US Treasury Note 2.25% Due 1/31/2024	0.000		8,437.50	0.00	8,437.50	0.00
Interest	01/31/2023	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.000		2,625.00	0.00	2,625.00	0.00
Interest	01/31/2023	912828Z52	750,000.00	US Treasury Note 1.375% Due 1/31/2025	0.000		5,156.25	0.00	5,156.25	0.00
<b>Subtotal</b>			<b>4,210,000.00</b>				<b>39,572.77</b>	<b>0.00</b>	<b>39,572.77</b>	<b>0.00</b>
Dividend	01/03/2023	31846V203	351,125.81	First American Govt Obligation Fund Class Y	0.000		1,416.49	0.00	1,416.49	0.00
Dividend	01/15/2023	90LAIF\$00	3,482,506,710.85	Local Agency Investment Fund State Pool	0.000		197,839.35	0.00	197,839.35	0.00
Dividend	01/31/2023	09CATR\$05	662,046.70	CalTrust Medium Term Fund	0.000		14,341.93	0.00	14,341.93	0.00
<b>Subtotal</b>			<b>3,483,519,883.36</b>				<b>213,597.77</b>	<b>0.00</b>	<b>213,597.77</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>3,487,729,883.36</b>				<b>253,170.54</b>	<b>0.00</b>	<b>253,170.54</b>	<b>0.00</b>



## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
<b>FIXED INCOME</b>						
023135BW5	Amazon.com Inc Note 0.45% Due 05/12/2024	05/10/2021 05/12/2021 130,000.00	129,913.93 0.00 0.00 129,919.30	79.63 0.00 128.38 48.75	5.37 0.00 5.37 54.12	54.12
023135CN4	Amazon.com Inc Note 4.6% Due 12/01/2025	11/29/2022 12/01/2022 395,000.00	394,976.97 0.00 0.00 394,977.64	1,514.17 0.00 3,028.33 1,514.16	0.67 0.00 0.67 1,514.83	1,514.83
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 05/17/2027	05/17/2022 05/24/2022 185,000.00	184,967.44 0.00 0.00 184,968.60	278.73 522.63 278.73 522.63	1.16 0.00 1.16 523.79	523.79
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	199,755.35 0.00 0.00 199,817.52	773.33 0.00 1,173.33 400.00	62.17 0.00 62.17 462.17	462.17
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 03/25/2025	01/11/2022 01/19/2022 85,000.00	84,992.83 0.00 0.00 84,993.33	15.58 77.92 15.58 77.92	0.50 0.00 0.50 78.42	78.42
05602RAD3	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 08/25/2026	01/05/2023 01/09/2023 300,000.00	0.00 292,136.72 0.00 292,338.12	0.00 428.00 160.50 588.50	201.40 0.00 201.40 789.90	789.90
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 08/16/2023	04/11/2019 04/15/2019 200,000.00	199,182.86 0.00 0.00 199,294.45	1,650.00 0.00 2,016.67 366.67	111.59 0.00 111.59 478.26	478.26
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 04/25/2025	04/19/2022 04/26/2022 280,000.00	279,969.75 0.00 0.00 279,970.86	1,719.67 0.00 2,501.33 781.66	1.11 0.00 1.11 782.77	782.77
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	09/08/2021 09/15/2021 44,257.02	48,728.62 0.00 4,473.77 44,255.22	2.68 13.40 2.43 13.15	0.37 0.00 0.37 13.52	13.52

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
14913R2L0	Caterpillar Financial Service Note 0.45% Due 05/17/2024	Various Various 500,000.00	498,591.90 0.00 0.00 498,678.85	275.00 0.00 462.51 187.51	86.95 0.00 86.95 274.46	274.46
24422EWB1	John Deere Capital Corp Note 2.125% Due 03/07/2025	03/02/2022 03/07/2022 130,000.00	129,959.40 0.00 0.00 129,960.98	874.79 0.00 1,105.00 230.21	1.58 0.00 1.58 231.79	231.79
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	355,182.45 0.00 0.00 354,711.32	754.69 0.00 1,739.06 984.37	0.00 471.13 (471.13) 513.24	513.24
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	159,128.28 0.00 0.00 158,886.81	210.43 0.00 581.79 371.36	0.00 241.47 (241.47) 129.89	129.89
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	350,253.83 0.00 0.00 350,138.12	2,967.71 0.00 3,769.79 802.08	0.00 115.71 (115.71) 686.37	686.37
3130AT3H8	FHLB Note 3.375% Due 03/08/2024	08/25/2022 08/26/2022 700,000.00	699,352.00 0.00 0.00 699,398.50	8,334.38 0.00 10,303.13 1,968.75	46.50 0.00 46.50 2,015.25	2,015.25
3133ENKS8	FFCB Note 1.125% Due 01/06/2025	Various Various 750,000.00	743,058.94 0.00 0.00 743,351.29	4,101.57 4,218.75 585.93 703.11	292.35 0.00 292.35 995.46	995.46
3133ENPG9	FFCB Note 1.75% Due 02/14/2025	02/10/2022 02/15/2022 415,000.00	414,215.76 0.00 0.00 414,247.13	2,763.78 0.00 3,368.99 605.21	31.37 0.00 31.37 636.58	636.58
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 245,000.00	244,905.04 0.00 0.00 244,925.92	66.35 0.00 117.40 51.05	20.88 0.00 20.88 71.93	71.93

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 250,000.00	249,906.74 0.00 0.00 249,921.95	296.88 312.50 36.46 52.08	15.21 0.00 15.21 67.29	67.29
3135G06G3	FNMA Note 0.5% Due 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,793.12 0.00 0.00 349,799.28	262.50 0.00 408.33 145.83	6.16 0.00 6.16 151.99	151.99
3135G0U43	FNMA Note 2.875% Due 09/12/2023	09/25/2019 09/26/2019 350,000.00	352,931.80 0.00 0.00 352,573.98	3,046.70 0.00 3,885.24 838.54	0.00 357.82 (357.82) 480.72	480.72
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 271,035.43	272,915.51 0.00 773.00 271,901.71	149.95 749.74 149.52 749.31	0.00 240.80 (240.80) 508.51	508.51
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 305,000.00	304,985.47 0.00 0.00 304,989.10	177.92 0.00 273.23 95.31	3.63 0.00 3.63 98.94	98.94
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 300,000.00	299,859.20 0.00 0.00 299,884.00	10.42 0.00 72.92 62.50	24.80 0.00 24.80 87.30	87.30
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 300,000.00	299,934.51 0.00 0.00 299,943.15	264.58 0.00 327.08 62.50	8.64 0.00 8.64 71.14	71.14
3137EAEW5	FHLMC Note 0.25% Due 09/08/2023	09/11/2020 09/14/2020 300,000.00	300,021.35 0.00 0.00 300,018.70	235.42 0.00 297.92 62.50	0.00 2.65 (2.65) 59.85	59.85
3137EAEY1	FHLMC Note 0.125% Due 10/16/2023	10/14/2020 10/16/2020 225,000.00	224,779.27 0.00 0.00 224,803.03	58.59 0.00 82.03 23.44	23.76 0.00 23.76 47.20	47.20

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137EAEZ8	FHLMC Note 0.25% Due 11/06/2023	11/03/2020 11/05/2020 335,000.00	334,915.00 0.00 0.00 334,923.52	127.95 0.00 197.74 69.79	8.52 0.00 8.52 78.31	78.31
36265WAD5	GM Financial Securitized Auto 2022-3 A3 3.64% Due 04/16/2027	07/06/2022 07/13/2022 90,000.00	89,999.47 0.00 0.00 89,999.49	136.50 273.00 136.50 273.00	0.02 0.00 0.02 273.02	273.02
437076CR1	Home Depot Callable Note Cont 8/15/2025 4% Due 09/15/2025	09/12/2022 09/19/2022 110,000.00	109,964.17 0.00 0.00 109,965.30	1,246.67 0.00 1,613.33 366.66	1.13 0.00 1.13 367.79	367.79
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 04/21/2025	02/17/2021 02/24/2021 51,917.66	56,098.99 0.00 4,181.74 51,917.31	4.21 12.62 3.89 12.30	0.06 0.00 0.06 12.36	12.36
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 38,417.58	42,632.48 0.00 4,216.66 38,416.15	5.70 13.15 5.13 12.58	0.33 0.00 0.33 12.91	12.91
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 05/15/2026	02/15/2022 02/23/2022 165,000.00	164,981.76 0.00 0.00 164,982.41	137.87 258.50 137.87 258.50	0.65 0.00 0.65 259.15	259.15
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 01/21/2026	11/16/2021 11/24/2021 85,000.00	84,988.17 0.00 0.00 84,988.64	20.78 62.33 20.78 62.33	0.47 0.00 0.47 62.80	62.80
43815PAC3	Honda Auto Receivables 2022-2 A3 3.73% Due 07/20/2026	08/15/2022 08/24/2022 105,000.00	104,994.47 0.00 0.00 104,994.64	141.43 326.37 141.43 326.37	0.17 0.00 0.17 326.54	326.54
4581X0DZ8	Inter-American Dev Bank Note 0.5% Due 09/23/2024	09/15/2021 09/23/2021 260,000.00	259,889.23 0.00 0.00 259,894.67	353.89 0.00 462.22 108.33	5.44 0.00 5.44 113.77	113.77

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 03/19/2024	01/26/2021 01/28/2021 225,000.00	231,083.13 0.00 0.00 230,657.45	1,593.75 0.00 2,062.50 468.75	0.00 425.68 (425.68) 43.07	43.07
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	11/17/2020 11/24/2020 165,000.00	164,894.06 0.00 0.00 164,904.10	42.40 0.00 76.77 34.37	10.04 0.00 10.04 44.41	44.41
45950KCR9	International Finance Corp Note 1.375% Due 10/16/2024	07/12/2021 07/14/2021 160,000.00	162,365.39 0.00 0.00 162,253.27	458.33 0.00 641.67 183.34	0.00 112.12 (112.12) 71.22	71.22
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 03/01/2025	Various Various 500,000.00	512,624.69 0.00 0.00 511,703.83	5,366.67 0.00 6,708.33 1,341.66	0.00 920.86 (920.86) 420.80	420.80
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 09/16/2026	03/10/2022 03/16/2022 130,000.00	129,977.78 0.00 0.00 129,978.48	134.04 251.33 134.04 251.33	0.70 0.00 0.70 252.03	252.03
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 09/15/2025	03/02/2021 03/10/2021 48,680.13	52,327.14 0.00 3,652.00 48,675.71	8.37 15.70 7.79 15.12	0.57 0.00 0.57 15.69	15.69
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 03/16/2026	07/13/2021 07/21/2021 70,000.00	69,996.24 0.00 0.00 69,996.38	16.18 30.33 16.18 30.33	0.14 0.00 0.14 30.47	30.47
47800AAC4	John Deere Owner Trust 2022-B A3 3.74% Due 02/16/2027	07/12/2022 07/20/2022 135,000.00	134,988.74 0.00 0.00 134,989.04	224.40 420.75 224.40 420.75	0.30 0.00 0.30 421.05	421.05
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 06/15/2027	10/12/2022 10/19/2022 220,000.00	219,983.88 0.00 0.00 219,984.27	497.69 933.17 497.69 933.17	0.39 0.00 0.39 933.56	933.56

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
58769KAD6	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	06/22/2021 06/29/2021 80,000.00	79,997.54 0.00 0.00 79,997.74	14.22 26.67 14.22 26.67	0.20 0.00 0.20 26.87	26.87
58770AAC7	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	01/18/2023 01/25/2023 105,000.00	0.00 104,987.40 0.00 104,987.47	0.00 0.00 78.93 78.93	0.07 0.00 0.07 79.00	79.00
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	203,303.20 0.00 0.00 203,001.14	2,315.97 0.00 2,795.14 479.17	0.00 302.06 (302.06) 177.11	177.11
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 07/17/2026	07/18/2022 07/20/2022 175,000.00	175,000.00 0.00 0.00 175,000.00	3,661.97 4,025.89 318.43 682.35	0.00 0.00 0.00 682.35	682.35
63743HFE7	National Rural Utilities Note 3.45% Due 06/15/2025	04/27/2022 05/04/2022 95,000.00	94,979.80 0.00 0.00 94,980.50	145.67 0.00 418.79 273.12	0.70 0.00 0.70 273.82	273.82
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 10,361.82	14,177.57 0.00 3,815.99 10,361.65	12.16 22.80 8.89 19.53	0.07 0.00 0.07 19.60	19.60
665859AW4	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 05/10/2027	10/05/2022 10/07/2022 450,000.00	437,581.21 0.00 0.00 437,823.34	2,550.00 0.00 4,050.00 1,500.00	242.13 0.00 242.13 1,742.13	1,742.13
69371RR40	Paccar Financial Corp Note 0.5% Due 08/09/2024	08/03/2021 08/09/2021 80,000.00	79,976.90 0.00 0.00 79,978.12	157.78 0.00 191.11 33.33	1.22 0.00 1.22 34.55	34.55
69371RR57	Paccar Financial Corp Note 0.9% Due 11/08/2024	11/02/2021 11/08/2021 175,000.00	174,993.51 0.00 0.00 174,993.81	231.88 0.00 363.13 131.25	0.30 0.00 0.30 131.55	131.55

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 Due 01/30/2023	Various Various 0.00	500,000.00 0.00 500,000.00 0.00	5,452.78 6,500.00 0.00 1,047.22	0.00 0.00 0.00 1,047.22	1,047.22
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	Various Various 500,000.00	512,366.05 0.00 0.00 511,793.89	1,875.00 0.00 2,812.51 937.51	0.00 572.16 (572.16) 365.35	365.35
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 07/15/2024	06/29/2021 07/12/2021 35,000.00	34,990.89 0.00 0.00 34,991.39	100.87 109.38 9.72 18.23	0.50 0.00 0.50 18.73	18.73
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	Various Various 245,000.00	245,454.94 0.00 0.00 245,420.70	525.73 0.00 678.86 153.13	1.35 35.59 (34.24) 118.89	118.89
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 02/06/2026	02/02/2022 02/07/2022 90,000.00	90,000.00 0.00 0.00 90,000.00	632.93 0.00 763.88 130.95	0.00 0.00 0.00 130.95	130.95
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	Various Various 500,000.00	510,000.57 0.00 0.00 509,287.89	4,965.28 0.00 6,319.45 1,354.17	0.00 712.68 (712.68) 641.49	641.49
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 05/15/2024	07/06/2020 07/08/2020 33,282.65	42,372.27 0.00 8,760.46 33,527.07	31.02 58.16 24.56 51.70	0.00 84.74 (84.74) (33.04)	(33.04)
89236TJH9	Toyota Motor Credit Corp Note 0.5% Due 06/18/2024	12/06/2021 12/08/2021 300,000.00	297,518.03 0.00 0.00 297,662.11	54.17 0.00 179.17 125.00	144.08 0.00 144.08 269.08	269.08
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 29,867.01	33,293.74 0.00 3,429.70 29,864.46	5.18 9.71 4.65 9.18	0.42 0.00 0.42 9.60	9.60

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 09/15/2026	04/07/2022 04/13/2022 115,000.00	114,997.91 0.00 0.00 114,997.98	149.76 280.79 149.76 280.79	0.07 0.00 0.07 280.86	280.86
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 04/15/2026	11/09/2021 11/15/2021 65,000.00	64,999.10 0.00 0.00 64,999.13	20.51 38.46 20.51 38.46	0.03 0.00 0.03 38.49	38.49
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 07/24/2023	05/17/2019 05/21/2019 250,000.00	250,775.26 0.00 0.00 250,636.34	3,706.94 4,250.00 165.28 708.34	0.00 138.92 (138.92) 569.42	569.42
9128283F5	US Treasury Note 2.25% Due 11/15/2027	12/20/2022 12/21/2022 800,000.00	743,971.44 0.00 0.00 744,947.77	2,337.02 0.00 3,878.45 1,541.43	976.33 0.00 976.33 2,517.76	2,517.76
9128284Z0	US Treasury Note 2.75% Due 08/31/2025	Various Various 750,000.00	784,585.53 0.00 0.00 783,483.62	7,007.94 0.00 8,774.17 1,766.23	0.00 1,101.91 (1,101.91) 664.32	664.32
9128286L9	US Treasury Note 2.25% Due 03/31/2026	02/25/2022 02/28/2022 750,000.00	758,004.41 0.00 0.00 757,795.01	4,311.47 0.00 5,748.63 1,437.16	0.00 209.40 (209.40) 1,227.76	1,227.76
912828B66	US Treasury Note 2.75% Due 02/15/2024	02/15/2022 02/16/2022 750,000.00	759,704.94 0.00 0.00 758,971.15	7,790.42 0.00 9,527.85 1,737.43	0.00 733.79 (733.79) 1,003.64	1,003.64
912828P38	US Treasury Note Due 01/31/2023	08/29/2022 08/30/2022 0.00	449,520.60 0.00 450,000.00 0.00	3,295.52 3,937.50 0.00 641.98	479.40 0.00 479.40 1,121.38	1,121.38
912828R36	US Treasury Note 1.625% Due 05/15/2026	10/14/2021 10/15/2021 250,000.00	255,255.58 0.00 0.00 255,123.12	527.45 0.00 875.35 347.90	0.00 132.46 (132.46) 215.44	215.44



## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828T26	US Treasury Note 1.375% Due 09/30/2023	Various Various 750,000.00	751,841.00 0.00 0.00 751,631.19	2,634.79 0.00 3,513.05 878.26	136.36 346.17 (209.81) 668.45	668.45
912828U24	US Treasury Note 2% Due 11/15/2026	03/29/2022 03/30/2022 625,000.00	612,383.63 0.00 0.00 612,660.23	1,622.93 0.00 2,693.37 1,070.44	276.60 0.00 276.60 1,347.04	1,347.04
912828V80	US Treasury Note 2.25% Due 01/31/2024	Various Various 750,000.00	761,338.88 0.00 0.00 760,449.00	7,061.82 8,437.50 46.62 1,422.30	0.00 889.88 (889.88) 532.42	532.42
912828VB3	US Treasury Note 1.75% Due 05/15/2023	Various Various 750,000.00	752,621.94 0.00 0.00 752,015.37	1,704.07 0.00 2,828.04 1,123.97	0.00 606.57 (606.57) 517.40	517.40
912828W71	US Treasury Note 2.125% Due 03/31/2024	Various Various 750,000.00	763,493.66 0.00 0.00 762,574.31	4,071.95 0.00 5,429.25 1,357.30	0.00 919.35 (919.35) 437.95	437.95
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	Various Various 750,000.00	764,064.21 0.00 0.00 763,192.22	2,434.40 0.00 4,040.05 1,605.65	0.00 871.99 (871.99) 733.66	733.66
912828X88	US Treasury Note 2.375% Due 05/15/2027	06/09/2022 06/10/2022 350,000.00	339,956.83 0.00 0.00 340,152.03	1,079.25 0.00 1,791.09 711.84	195.20 0.00 195.20 907.04	907.04
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	301,827.27 0.00 0.00 301,729.10	2,197.01 2,625.00 14.50 442.49	0.00 98.17 (98.17) 344.32	344.32
912828YG9	US Treasury Note 1.625% Due 09/30/2026	12/28/2021 12/29/2021 300,000.00	304,174.04 0.00 0.00 304,079.45	1,245.54 0.00 1,660.71 415.17	0.00 94.59 (94.59) 320.58	320.58

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828Z52	US Treasury Note 1.375% Due 01/31/2025	02/17/2022 02/18/2022 750,000.00	744,932.98 0.00 0.00 745,139.39	4,315.56 5,156.25 28.49 869.18	206.41 0.00 206.41 1,075.59	1,075.59
912828ZD5	US Treasury Note 0.5% Due 03/15/2023	12/28/2021 12/29/2021 325,000.00	325,016.81 0.00 0.00 325,009.67	484.81 0.00 623.96 139.15	0.00 7.14 (7.14) 132.01	132.01
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	03/25/2021 03/29/2021 350,000.00	349,386.97 0.00 0.00 349,410.14	447.12 0.00 596.15 149.03	23.17 0.00 23.17 172.20	172.20
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	02/25/2021 02/26/2021 365,000.00	361,970.79 0.00 0.00 362,077.38	80.22 0.00 157.93 77.71	106.59 0.00 106.59 184.30	184.30
912828ZU7	US Treasury Note 0.25% Due 06/15/2023	02/15/2022 02/16/2022 750,000.00	746,294.61 0.00 0.00 746,990.78	87.57 0.00 247.25 159.68	696.17 0.00 696.17 855.85	855.85
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	Various Various 750,000.00	739,206.36 0.00 0.00 739,520.84	247.25 0.00 486.79 239.54	314.48 0.00 314.48 554.02	554.02
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	Various Various 500,000.00	500,060.06 0.00 0.00 500,056.10	401.79 0.00 561.47 159.68	5.06 9.02 (3.96) 155.72	155.72
91282CCG4	US Treasury Note 0.25% Due 06/15/2024	06/17/2021 06/18/2021 400,000.00	398,975.23 0.00 0.00 399,035.05	46.70 0.00 131.87 85.17	59.82 0.00 59.82 144.99	144.99
91282CCT6	US Treasury Note 0.375% Due 08/15/2024	08/25/2021 08/26/2021 400,000.00	399,514.06 0.00 0.00 399,539.50	566.58 0.00 692.93 126.35	25.44 0.00 25.44 151.79	151.79

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	11/18/2021 11/19/2021 750,000.00	748,825.55 0.00 0.00 748,878.78	730.32 0.00 1,212.02 481.70	53.23 0.00 53.23 534.93	534.93
91282CEF4	US Treasury Note 2.5% Due 03/31/2027	Various Various 750,000.00	738,059.70 0.00 0.00 738,298.50	4,790.53 0.00 6,387.36 1,596.83	238.80 0.00 238.80 1,835.63	1,835.63
91282CFM8	US Treasury Note 4.125% Due 09/30/2027	10/26/2022 10/27/2022 570,000.00	568,477.14 0.00 0.00 568,504.38	6,007.31 0.00 8,009.75 2,002.44	27.24 0.00 27.24 2,029.68	2,029.68
91324PEB4	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 05/15/2024	11/24/2021 11/29/2021 500,000.00	496,525.61 0.00 0.00 496,741.02	351.39 0.00 580.56 229.17	215.41 0.00 215.41 444.58	444.58
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 57,082.34	67,399.27 0.00 10,323.62 57,076.90	9.68 26.40 8.20 24.92	1.25 0.00 1.25 26.17	26.17
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 42.61	2,792.70 0.00 2,750.15 42.61	1.66 4.51 0.03 2.88	0.06 0.00 0.06 2.94	2.94
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 09/17/2026	09/08/2021 09/17/2021 40,000.00	39,943.90 0.00 0.00 39,945.18	121.33 0.00 156.33 35.00	1.28 0.00 1.28 36.28	36.28
931142EW9	Wal-Mart Stores Note 3.9% Due 09/09/2025	09/06/2022 09/09/2022 80,000.00	79,949.82 0.00 0.00 79,951.41	970.67 0.00 1,230.67 260.00	1.59 0.00 1.59 261.59	261.59
931142EX7	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 09/09/2027	09/27/2022 09/29/2022 225,000.00	217,974.26 0.00 0.00 218,101.48	2,765.00 0.00 3,505.63 740.63	127.22 0.00 127.22 867.85	867.85

## Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
			31,283,795.38	139,759.17	5,533.35	
			397,124.12	44,429.21	10,754.83	
			996,377.09	144,765.38	(5,221.48)	
<b>Total Fixed Income</b>		<b>30,679,944.25</b>	<b>30,679,320.93</b>	<b>49,435.42</b>	<b>44,213.94</b>	<b>44,213.94</b>

**CASH & EQUIVALENT**

31846V203	First American	Various	351,125.81	0.00	0.00	1,416.49
	Govt Obligation Fund Class Y	Various	937,609.89	1,416.49	0.00	
		996,224.48	292,511.22	0.00	0.00	
			996,224.48	1,416.49	1,416.49	
			351,125.81	0.00	0.00	
			937,609.89	1,416.49	0.00	
			292,511.22	0.00	0.00	
<b>Total Cash &amp; Equivalent</b>		<b>996,224.48</b>	<b>996,224.48</b>	<b>1,416.49</b>	<b>1,416.49</b>	<b>1,416.49</b>

**LOCAL AGENCY INVESTMENT FUND**

90LAIF\$00	Local Agency Investment Fund	Various	37,871,483.44	188,324.85	0.00	87,439.64
	State Pool	Various	197,839.35	197,839.35	0.00	
		38,069,322.79	0.00	77,925.14	0.00	
			38,069,322.79	87,439.64	87,439.64	
			37,871,483.44	188,324.85	0.00	
			197,839.35	197,839.35	0.00	
			0.00	77,925.14	0.00	
<b>Total Local Agency Investment Fund</b>		<b>38,069,322.79</b>	<b>38,069,322.79</b>	<b>87,439.64</b>	<b>87,439.64</b>	<b>87,439.64</b>

Income Earned

As of January 31, 2023



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
INVESTMENT POOL						
09CATR\$05	CalTrust Medium Term Fund	Various	6,657,625.99	0.00	0.00	14,341.93
		Various	14,341.93	14,341.93	0.00	
		663,514.65	0.00	0.00	0.00	
			6,671,967.92	14,341.93	14,341.93	
			6,657,625.99	0.00	0.00	
			14,341.93	14,341.93	0.00	
			0.00	0.00	0.00	
Total Investment Pool		663,514.65	6,671,967.92	14,341.93	14,341.93	14,341.93
			76,164,030.62	328,084.02	5,533.35	
			1,546,915.29	258,026.98	10,754.83	
			1,288,888.31	222,690.52	(5,221.48)	
TOTAL PORTFOLIO		70,409,006.17	76,416,836.12	152,633.48	147,412.00	147,412.00

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/06/2023	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
02/06/2023	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	785.70	785.70
02/09/2023	Interest	69371RR40	80,000.00	Paccar Financial Corp Note 0.5% Due 8/9/2024	0.00	200.00	200.00
02/14/2023	Interest	3133ENPG9	415,000.00	FFCB Note 1.75% Due 2/14/2025	0.00	3,631.25	3,631.25
02/15/2023	Interest	912828B66	750,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	10,312.50	10,312.50
02/15/2023	Interest	91282CCT6	400,000.00	US Treasury Note 0.375% Due 8/15/2024	0.00	750.00	750.00
02/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
02/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
02/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
02/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
02/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
02/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,310.58	14.60	2,325.18
02/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
02/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,663.30	26.67	6,689.97
02/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	263.08	263.08
02/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
02/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,297.37	8.71	1,306.08
02/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	564.72	16.67	581.39
02/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,801.10	46.04	2,847.14
02/16/2023	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
02/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
02/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,836.43	11.85	3,848.28
02/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
02/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.62	0.07	2.69
02/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,272.58	22.36	2,294.94
02/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,702.58	11.68	3,714.26
02/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
02/24/2023	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
02/25/2023	Paydown	3137B4GY6	271,035.43	FHLMC K032 A2 3.31% Due 5/25/2023	67,444.59	747.61	68,192.20
02/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
02/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
02/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,018.51	12.17	4,030.68

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/28/2023	Interest	9128284Z0	750,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	10,312.50	10,312.50
<b>FEB 2023</b>					<b>94,914.38</b>	<b>36,901.55</b>	<b>131,815.93</b>
03/01/2023	Interest	46647PAH9	500,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	8,050.00	8,050.00
03/07/2023	Interest	24422EWB1	130,000.00	John Deere Capital Corp Note 2.125% Due 3/7/2025	0.00	1,381.25	1,381.25
03/08/2023	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
03/08/2023	Interest	3130AT3H8	700,000.00	FHLB Note 3.375% Due 3/8/2024	0.00	12,731.25	12,731.25
03/09/2023	Interest	931142EW9	80,000.00	Wal-Mart Stores Note 3.9% Due 9/9/2025	0.00	1,560.00	1,560.00
03/09/2023	Interest	931142EX7	225,000.00	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	0.00	4,443.75	4,443.75
03/10/2023	Maturity	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	350,000.00	4,812.50	354,812.50
03/11/2023	Interest	89114QCB2	500,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	8,125.00	8,125.00
03/12/2023	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
03/15/2023	Interest	437076CR1	110,000.00	Home Depot Callable Note Cont 8/15/2025 4% Due 9/15/2025	0.00	2,151.11	2,151.11
03/15/2023	Maturity	912828ZD5	325,000.00	US Treasury Note 0.5% Due 3/15/2023	325,000.00	812.50	325,812.50
03/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
03/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
03/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,663.91	24.45	6,688.36
03/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63



## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
03/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
03/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,311.33	13.91	2,325.24
03/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,706.85	42.17	2,749.02
03/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,293.11	8.33	1,301.44
03/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
03/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
03/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
03/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	565.99	15.76	581.75
03/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
03/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
03/17/2023	Interest	931142ER0	40,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	210.00	210.00
03/18/2023	Interest	808513BN4	245,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	918.75	918.75
03/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
03/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,837.62	10.66	3,848.28
03/19/2023	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
03/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.63	0.06	2.69

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,273.47	21.47	2,294.94
03/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,703.48	10.85	3,714.33
03/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
03/23/2023	Interest	4581X0DZ8	260,000.00	Inter-American Dev Bank Note 0.5% Due 9/23/2024	0.00	650.00	650.00
03/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,019.47	11.07	4,030.54
03/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
03/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
03/25/2023	Paydown	3137B4GY6	271,035.43	FHLMC K032 A2 3.31% Due 5/25/2023	67,653.67	561.57	68,215.24
03/31/2023	Interest	91282CFM8	570,000.00	US Treasury Note 4.125% Due 9/30/2027	0.00	11,756.25	11,756.25
03/31/2023	Interest	912828W71	750,000.00	US Treasury Note 2.125% Due 3/31/2024	0.00	7,968.75	7,968.75
03/31/2023	Interest	912828YG9	300,000.00	US Treasury Note 1.625% Due 9/30/2026	0.00	2,437.50	2,437.50
03/31/2023	Interest	9128286L9	750,000.00	US Treasury Note 2.25% Due 3/31/2026	0.00	8,437.50	8,437.50
03/31/2023	Interest	912828T26	750,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	5,156.25	5,156.25
03/31/2023	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
03/31/2023	Interest	91282CEF4	750,000.00	US Treasury Note 2.5% Due 3/31/2027	0.00	9,375.00	9,375.00
<b>MAR 2023</b>					<b>770,031.53</b>	<b>105,464.13</b>	<b>875,495.66</b>
04/15/2023	Interest	91282CBV2	500,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	937.50	937.50

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
04/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,288.80	7.96	1,296.76
04/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
04/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,312.08	13.22	2,325.30
04/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
04/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
04/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	567.27	14.85	582.12
04/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
04/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,664.53	22.22	6,686.75
04/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,612.20	38.42	2,650.62
04/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
04/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
04/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
04/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
04/16/2023	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
04/16/2023	Interest	45950KCR9	160,000.00	International Finance Corp Note 1.375% Due 10/16/2024	0.00	1,100.00	1,100.00
04/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/17/2023	Dividend	90LAIF\$00	1,177,577,094.94	Local Agency Investment Fund State Pool	0.00	77,912.10	77,912.10
04/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,838.80	9.48	3,848.28
04/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
04/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.63	0.06	2.69
04/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,274.36	20.58	2,294.94
04/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
04/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,704.37	10.02	3,714.39
04/25/2023	Interest	06406RBC0	280,000.00	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	0.00	4,690.00	4,690.00
04/25/2023	Paydown	3137B4GY6	271,035.43	FHLMC K032 A2 3.31% Due 5/25/2023	67,863.40	374.96	68,238.36
04/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
04/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
04/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,020.45	9.96	4,030.41
<b>APR 2023</b>					<b>95,148.89</b>	<b>89,974.68</b>	<b>185,123.57</b>
05/01/2023	Interest	78015K7C2	500,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	5,625.00	5,625.00
05/03/2023	Maturity	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	2,400.00	202,400.00
05/05/2023	Maturity	3137EAE6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	305,000.00	571.88	305,571.88
05/06/2023	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/07/2023	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
05/08/2023	Interest	69371RR57	175,000.00	Paccar Financial Corp Note 0.9% Due 11/8/2024	0.00	787.50	787.50
05/10/2023	Interest	665859AW4	450,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	9,000.00	9,000.00
05/12/2023	Interest	023135BW5	130,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	0.00	292.50	292.50
05/15/2023	Interest	912828R36	250,000.00	US Treasury Note 1.625% Due 5/15/2026	0.00	2,031.25	2,031.25
05/15/2023	Interest	912828X88	350,000.00	US Treasury Note 2.375% Due 5/15/2027	0.00	4,156.25	4,156.25
05/15/2023	Interest	91324PEB4	500,000.00	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	0.00	1,375.00	1,375.00
05/15/2023	Interest	9128283F5	800,000.00	US Treasury Note 2.25% Due 11/15/2027	0.00	9,000.00	9,000.00
05/15/2023	Interest	912828WJ5	750,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	9,375.00	9,375.00
05/15/2023	Interest	912828U24	625,000.00	US Treasury Note 2% Due 11/15/2026	0.00	6,250.00	6,250.00
05/15/2023	Interest	91282CDH1	750,000.00	US Treasury Note 0.75% Due 11/15/2024	0.00	2,812.50	2,812.50
05/15/2023	Maturity	912828VB3	750,000.00	US Treasury Note 1.75% Due 5/15/2023	750,000.00	6,562.50	756,562.50
05/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,517.15	34.81	2,551.96
05/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,284.45	7.58	1,292.03
05/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
05/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,040.41	30.33	3,070.74

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
05/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	568.55	13.93	582.48
05/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
05/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
05/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,312.83	12.52	2,325.35
05/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
05/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
05/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
05/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,665.14	20.00	6,685.14
05/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,936.23	38.46	2,974.69
05/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
05/17/2023	Interest	14913R2L0	500,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	1,125.00	1,125.00
05/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
05/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,839.98	8.30	3,848.28
05/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.63	0.06	2.69
05/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,275.25	19.69	2,294.94
05/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,705.27	9.18	3,714.45

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,854.18	62.33	3,916.51
05/22/2023	Maturity	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	245,000.00	306.25	245,306.25
05/24/2023	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
05/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,559.39	77.92	7,637.31
05/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
05/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,021.42	8.85	4,030.27
05/25/2023	Paydown	3137B4GY6	271,035.43	FHLMC K032 A2 3.31% Due 5/25/2023	68,073.77	187.77	68,261.54
05/31/2023	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
05/31/2023	Interest	91282CAZ4	750,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	1,406.25	1,406.25
<b>MAY 2023</b>					<b>1,612,656.65</b>	<b>70,028.54</b>	<b>1,682,685.19</b>
06/01/2023	Interest	023135CN4	395,000.00	Amazon.com Inc Note 4.6% Due 12/1/2025	0.00	9,085.00	9,085.00
06/08/2023	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
06/14/2023	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
06/15/2023	Interest	63743HFE7	95,000.00	National Rural Utilities Note 3.45% Due 6/15/2025	0.00	1,638.75	1,638.75
06/15/2023	Interest	91282CCG4	400,000.00	US Treasury Note 0.25% Due 6/15/2024	0.00	500.00	500.00
06/15/2023	Maturity	912828ZU7	750,000.00	US Treasury Note 0.25% Due 6/15/2023	750,000.00	937.50	750,937.50
06/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
06/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,313.58	11.83	2,325.41
06/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,040.69	29.02	3,069.71
06/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,665.75	17.78	6,683.53
06/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
06/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
06/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
06/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
06/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,937.97	36.72	2,974.69
06/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	569.83	13.02	582.85
06/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,421.71	31.33	2,453.04
06/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
06/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,280.05	7.21	1,287.26
06/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
06/18/2023	Interest	89236TJH9	300,000.00	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	0.00	750.00	750.00
06/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,841.17	7.11	3,848.28
06/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38



## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.64	0.05	2.69
06/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,276.15	18.79	2,294.94
06/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,706.16	8.35	3,714.51
06/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,855.08	59.51	3,914.59
06/23/2023	Call	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	3,518.06	253,518.06
06/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
06/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,592.53	70.99	7,663.52
06/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,022.39	7.75	4,030.14
06/26/2023	Maturity	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	300,000.00	375.00	300,375.00
<b>JUN 2023</b>					<b>1,344,525.70</b>	<b>29,721.83</b>	<b>1,374,247.53</b>
07/06/2023	Interest	3133ENKS8	750,000.00	FFCB Note 1.125% Due 1/6/2025	0.00	4,218.76	4,218.76
07/10/2023	Maturity	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	250,000.00	312.50	250,312.50
07/15/2023	Interest	79466LAG9	35,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	109.38	109.38
07/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,325.86	27.98	2,353.84
07/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,275.62	6.83	1,282.45
07/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
07/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	571.11	12.10	583.21
07/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,939.71	34.98	2,974.69
07/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,314.33	11.14	2,325.47
07/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
07/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
07/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
07/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,040.97	27.70	3,068.67
07/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,666.36	15.56	6,681.92
07/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
07/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
07/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
07/17/2023	Interest	61747YET8	175,000.00	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	0.00	4,094.13	4,094.13
07/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,842.35	5.93	3,848.28
07/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
07/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.65	0.05	2.70
07/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,277.04	17.90	2,294.94
07/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,707.06	7.51	3,714.57

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,855.98	56.68	3,912.66
07/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,625.81	64.03	7,689.84
07/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
07/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,023.37	6.64	4,030.01
07/31/2023	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
07/31/2023	Interest	912828Z52	750,000.00	US Treasury Note 1.375% Due 1/31/2025	0.00	5,156.25	5,156.25
07/31/2023	Interest	912828V80	750,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	8,437.50	8,437.50
<b>JUL 2023</b>					<b>294,468.22</b>	<b>29,712.23</b>	<b>324,180.45</b>
08/06/2023	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
08/06/2023	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	785.70	785.70
08/09/2023	Interest	69371RR40	80,000.00	Paccar Financial Corp Note 0.5% Due 8/9/2024	0.00	200.00	200.00
08/14/2023	Interest	3133ENPG9	415,000.00	FFCB Note 1.75% Due 2/14/2025	0.00	3,631.25	3,631.25
08/15/2023	Interest	912828B66	750,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	10,312.50	10,312.50
08/15/2023	Interest	91282CCT6	400,000.00	US Treasury Note 0.375% Due 8/15/2024	0.00	750.00	750.00
08/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
08/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
08/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,941.45	33.24	2,974.69
08/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,666.97	13.34	6,680.31
08/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,229.61	24.76	2,254.37
08/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
08/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,271.13	6.46	1,277.59
08/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
08/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,315.09	10.44	2,325.53
08/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,041.25	26.38	3,067.63
08/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
08/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	572.40	11.18	583.58
08/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
08/16/2023	Maturity	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	200,000.00	2,200.00	202,200.00
08/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
08/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,843.54	4.74	3,848.28
08/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
08/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.66	0.04	2.70

## Cash Flow Report

As of January 31, 2023



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,277.93	17.01	2,294.94
08/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,856.88	53.85	3,910.73
08/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,707.95	6.68	3,714.63
08/24/2023	Maturity	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	300,000.00	375.00	300,375.00
08/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,659.24	57.04	7,716.28
08/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
08/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,024.33	5.54	4,029.87
08/31/2023	Interest	9128284Z0	750,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	10,312.50	10,312.50
<b>AUG 2023</b>					<b>544,410.43</b>	<b>36,176.33</b>	<b>580,586.76</b>
09/01/2023	Interest	46647PAH9	500,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	8,050.00	8,050.00
09/07/2023	Interest	24422EWB1	130,000.00	John Deere Capital Corp Note 2.125% Due 3/7/2025	0.00	1,381.25	1,381.25
09/08/2023	Interest	3130AT3H8	700,000.00	FHLB Note 3.375% Due 3/8/2024	0.00	11,812.50	11,812.50
09/08/2023	Maturity	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	300,000.00	375.00	300,375.00
09/09/2023	Interest	931142EW9	80,000.00	Wal-Mart Stores Note 3.9% Due 9/9/2025	0.00	1,560.00	1,560.00
09/09/2023	Interest	931142EX7	225,000.00	Wal-Mart Stores Callable Note Cont 09/09/2027 3.95% Due 9/9/2027	0.00	4,443.75	4,443.75
09/11/2023	Interest	89114QCB2	500,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	8,125.00	8,125.00
09/12/2023	Maturity	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	350,000.00	5,031.25	355,031.25

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2023	Interest	437076CR1	110,000.00	Home Depot Callable Note Cont 8/15/2025 4% Due 9/15/2025	0.00	2,200.00	2,200.00
09/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,041.53	25.06	3,066.59
09/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
09/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	573.68	10.26	583.94
09/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
09/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
09/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,132.96	21.67	2,154.63
09/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,266.60	6.09	1,272.69
09/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
09/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,315.84	9.75	2,325.59
09/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
09/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
09/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
09/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,667.59	11.11	6,678.70
09/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,943.19	31.50	2,974.69
09/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
09/17/2023	Interest	931142ER0	40,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	210.00	210.00

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/18/2023	Interest	808513BN4	245,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	918.75	918.75
09/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,844.72	3.56	3,848.28
09/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables Trust 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
09/19/2023	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
09/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.66	0.04	2.70
09/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,278.82	16.12	2,294.94
09/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,708.85	5.85	3,714.70
09/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,857.78	51.02	3,908.80
09/23/2023	Interest	4581X0DZ8	260,000.00	Inter-American Dev Bank Note 0.5% Due 9/23/2024	0.00	650.00	650.00
09/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	0.00	802.50	802.50
09/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,025.31	4.43	4,029.74
09/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,692.81	50.02	7,742.83
09/30/2023	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
09/30/2023	Interest	91282CEF4	750,000.00	US Treasury Note 2.5% Due 3/31/2027	0.00	9,375.00	9,375.00
09/30/2023	Interest	912828W71	750,000.00	US Treasury Note 2.125% Due 3/31/2024	0.00	7,968.75	7,968.75
09/30/2023	Interest	912828YG9	300,000.00	US Treasury Note 1.625% Due 9/30/2026	0.00	2,437.50	2,437.50
09/30/2023	Interest	9128286L9	750,000.00	US Treasury Note 2.25% Due 3/31/2026	0.00	8,437.50	8,437.50

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2023	Interest	91282CFM8	570,000.00	US Treasury Note 4.125% Due 9/30/2027	0.00	11,756.25	11,756.25
09/30/2023	Maturity	912828T26	750,000.00	US Treasury Note 1.375% Due 9/30/2023	750,000.00	5,156.25	755,156.25
<b>SEP 2023</b>					<b>1,444,352.34</b>	<b>98,286.41</b>	<b>1,542,638.75</b>
10/15/2023	Interest	91282CBV2	500,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	937.50	937.50
10/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	7,911.71	258.50	8,170.21
10/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
10/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
10/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,944.93	29.76	2,974.69
10/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
10/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,316.59	9.05	2,325.64
10/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,041.81	23.74	3,065.55
10/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,668.20	8.89	6,677.09
10/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
10/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
10/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	5,337.16	251.33	5,588.49
10/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,262.02	5.72	1,267.74
10/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	574.97	9.34	584.31



## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	2,035.90	18.72	2,054.62
10/16/2023	Interest	45950KCR9	160,000.00	International Finance Corp Note 1.375% Due 10/16/2024	0.00	1,100.00	1,100.00
10/16/2023	Maturity	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	225,000.00	140.63	225,140.63
10/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
10/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,845.91	2.37	3,848.28
10/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
10/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.67	0.03	2.70
10/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,279.71	15.23	2,294.94
10/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,709.75	5.01	3,714.76
10/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,858.68	48.19	3,906.87
10/25/2023	Interest	06406RBC0	280,000.00	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	0.00	4,690.00	4,690.00
10/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,726.54	42.96	7,769.50
10/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,026.28	3.32	4,029.60
10/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	31,802.93	802.50	32,605.43
<b>OCT 2023</b>					<b>314,345.76</b>	<b>11,554.14</b>	<b>325,899.90</b>
11/01/2023	Interest	78015K7C2	500,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	5,625.00	5,625.00
11/06/2023	Maturity	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	335,000.00	418.75	335,418.75

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/07/2023	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
11/08/2023	Interest	69371RR57	175,000.00	Paccar Financial Corp Note 0.9% Due 11/8/2024	0.00	787.50	787.50
11/10/2023	Interest	665859AW4	450,000.00	Northern Trust Company Callable Note Cont 4/10/2027 4% Due 5/10/2027	0.00	9,000.00	9,000.00
11/12/2023	Interest	023135BW5	130,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	0.00	292.50	292.50
11/15/2023	Interest	912828R36	250,000.00	US Treasury Note 1.625% Due 5/15/2026	0.00	2,031.25	2,031.25
11/15/2023	Interest	9128283F5	800,000.00	US Treasury Note 2.25% Due 11/15/2027	0.00	9,000.00	9,000.00
11/15/2023	Interest	912828U24	625,000.00	US Treasury Note 2% Due 11/15/2026	0.00	6,250.00	6,250.00
11/15/2023	Interest	912828WJ5	750,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	9,375.00	9,375.00
11/15/2023	Interest	912828X88	350,000.00	US Treasury Note 2.375% Due 5/15/2027	0.00	4,156.25	4,156.25
11/15/2023	Interest	91282CDH1	750,000.00	US Treasury Note 0.75% Due 11/15/2024	0.00	2,812.50	2,812.50
11/15/2023	Interest	91324PEB4	500,000.00	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	0.00	1,375.00	1,375.00
11/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	5,344.01	241.01	5,585.02
11/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,668.80	6.67	6,675.47
11/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	1,938.43	15.91	1,954.34
11/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,257.39	5.35	1,262.74
11/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	576.26	8.42	584.68
11/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,946.67	28.02	2,974.69
11/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
11/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	7,946.40	246.10	8,192.50
11/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,042.08	22.43	3,064.51
11/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
11/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	5,367.61	280.79	5,648.40
11/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,317.34	8.36	2,325.70
11/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
11/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
11/17/2023	Interest	14913R2L0	500,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	1,125.00	1,125.00
11/18/2023	Paydown	43813KAC6	38,417.58	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	3,847.09	1.19	3,848.28
11/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables Trust 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
11/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.67	0.03	2.70
11/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,280.61	14.33	2,294.94
11/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,710.64	4.18	3,714.82
11/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,859.57	45.37	3,904.94

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/24/2023	Maturity	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	165,000.00	206.25	165,206.25
11/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,760.40	35.88	7,796.28
11/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	30,072.54	717.43	30,789.97
11/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,027.25	2.22	4,029.47
11/30/2023	Interest	91282CAZ4	750,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	1,406.25	1,406.25
11/30/2023	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
<b>NOV 2023</b>					<b>592,965.76</b>	<b>59,746.75</b>	<b>652,712.51</b>
12/01/2023	Interest	023135CN4	395,000.00	Amazon.com Inc Note 4.6% Due 12/1/2025	0.00	9,085.00	9,085.00
12/06/2023	Call	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	1,916.67	201,916.67
12/08/2023	Maturity	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	350,000.00	5,906.25	355,906.25
12/14/2023	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
12/15/2023	Interest	63743HFE7	95,000.00	National Rural Utilities Note 3.45% Due 6/15/2025	0.00	1,638.75	1,638.75
12/15/2023	Interest	91282CCG4	400,000.00	US Treasury Note 0.25% Due 6/15/2024	0.00	500.00	500.00
12/15/2023	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	1,840.56	13.23	1,853.79
12/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	5,350.86	230.68	5,581.54
12/15/2023	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
12/15/2023	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,669.41	4.45	6,673.86
12/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,948.41	26.28	2,974.69
12/15/2023	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
12/15/2023	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,318.10	7.66	2,325.76
12/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,042.36	21.11	3,063.47
12/15/2023	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
12/15/2023	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	577.56	7.49	585.05
12/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	5,378.32	267.69	5,646.01
12/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	7,981.22	233.66	8,214.88
12/15/2023	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,252.72	4.98	1,257.70
12/16/2023	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
12/18/2023	Interest	89236TJH9	300,000.00	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	0.00	750.00	750.00
12/18/2023	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
12/20/2023	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.67	0.03	2.70
12/20/2023	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,281.50	13.44	2,294.94
12/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,860.48	42.53	3,903.01
12/21/2023	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,711.54	3.34	3,714.88

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/25/2023	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	28,338.81	636.98	28,975.79
12/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,794.42	28.77	7,823.19
12/25/2023	Paydown	09690AAC7	44,257.02	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,028.23	1.11	4,029.34
<b>DEC 2023</b>					<b>637,377.17</b>	<b>26,438.79</b>	<b>663,815.96</b>
01/06/2024	Interest	3133ENKS8	750,000.00	FFCB Note 1.125% Due 1/6/2025	0.00	4,218.76	4,218.76
01/15/2024	Interest	79466LAG9	35,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	109.38	109.38
01/15/2024	Paydown	89232HAC9	33,282.65	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	1,742.28	10.68	1,752.96
01/15/2024	Paydown	89236XAC0	29,867.01	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,247.99	4.62	1,252.61
01/15/2024	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,670.03	2.22	6,672.25
01/15/2024	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	5,357.73	220.34	5,578.07
01/15/2024	Paydown	47788UAC6	48,680.13	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,318.85	6.97	2,325.82
01/15/2024	Paydown	47800AAC4	135,000.00	John Deere Owner Trust 2022-B A3 3.74% Due 2/16/2027	0.00	420.75	420.75
01/15/2024	Paydown	47800BAC2	220,000.00	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	0.00	933.17	933.17
01/15/2024	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	2,950.16	24.53	2,974.69
01/15/2024	Paydown	02582JIT8	185,000.00	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	0.00	522.63	522.63
01/15/2024	Paydown	65479JAD5	10,361.82	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	578.86	6.56	585.42
01/15/2024	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	8,016.21	221.15	8,237.36

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2024	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	3,042.64	19.79	3,062.43
01/15/2024	Paydown	58770AAC7	105,000.00	Mercedes-Benz Auto Receivable 2023-1 A3 4.51% Due 11/15/2027	0.00	394.63	394.63
01/15/2024	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	5,389.07	254.55	5,643.62
01/16/2024	Paydown	36265WAD5	90,000.00	GM Financial Securitized Auto 2022-3 A3 3.64% Due 4/16/2027	0.00	273.00	273.00
01/17/2024	Interest	61747YET8	175,000.00	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	0.00	4,094.13	4,094.13
01/18/2024	Paydown	43815PAC3	105,000.00	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	0.00	326.38	326.38
01/20/2024	Paydown	92290BAA9	57,082.34	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,282.39	12.55	2,294.94
01/20/2024	Paydown	92348AAA3	42.61	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2.69	0.02	2.71
01/21/2024	Paydown	43813GAC5	51,917.66	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,712.43	2.51	3,714.94
01/21/2024	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	3,861.38	39.70	3,901.08
01/25/2024	Paydown	05602RAD3	300,000.00	BMW Vehicle Owner Trust 2022-A A3 3.21% Due 8/25/2026	26,601.73	561.18	27,162.91
01/25/2024	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	7,828.59	21.62	7,850.21
01/31/2024	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
01/31/2024	Interest	912828Z52	750,000.00	US Treasury Note 1.375% Due 1/31/2025	0.00	5,156.25	5,156.25
01/31/2024	Maturity	912828V80	750,000.00	US Treasury Note 2.25% Due 1/31/2024	750,000.00	8,437.50	758,437.50
<b>JAN 2024</b>					<b>831,603.03</b>	<b>28,920.57</b>	<b>860,523.60</b>
<b>TOTAL</b>					<b>8,576,799.86</b>	<b>622,925.95</b>	<b>9,199,725.81</b>



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

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

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

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

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

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

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

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





## CITY of GARDENA

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

1. Report the Appointment of the following individuals:
  - a. **GUSTAVO FLORES** to the position of Equipment Utility Worker I, Schedule 33 (\$3,627 - \$4,628/month) with the Transportation Department effective February 19, 2023.
  - b. **RICARDO SANCHEZ** to the position of Equipment Utility Worker I, Schedule 33 (\$3,627 - \$4,628/month) with the Transportation Department effective February 20, 2023.
2. Report the Separation of the following individuals:
  - a. **EMILY CANIZALEZ RODRIGUEZ**, Community Center Coordinator, with the Recreation & Human Services Department, effective February 25, 2023. Ms. Canizalez Rodriguez provided seven (7) months of full-time service to the City.
  - b. **JEANESE GILLIS**, Police Service Officer, with the Police Department, effective March 2, 2023. Ms. Gillis provided five (5) months of service to the City.
3. Report the leave under the Family Medical Leave Act/California Family Rights Act (FMLA/CFRA) of the following employees:
  - a. Park Maintenance Worker I, **CHRISTOPHER PHILLIPS**, of the Public Works Department, effective February 13, 2023.
  - b. Park Maintenance Lead, **GABRIEL GONZALEZ**, of the Public Works Department, effective February 22, 2023.
  - c. Administrative Analyst II, **KIMBERLY NOLAN**, of the Public Works Department, effective March 2, 2023.
4. Report the Recruitment for the Open/Competitive position of Equipment Utility Worker I (Transportation Department). This recruitment closed on February 27, 2023.
5. Report the Recruitment for the Open/Competitive position of Geriatric Aide (Recreation & Human Services Department). This recruitment is open until filled.
6. Report the Recruitment for the Open/Competitive position of Human Services Aide (Recreation & Human Services Department). This recruitment is open until filled.
7. Report the Recruitment for the Open/Competitive position of Payroll/Personnel Technician (Administrative Services Department). This recruitment is open until filled.
8. Report the Recruitment for the Open/Competitive position of Police Assistant (Police Department). This is a continuous recruitment.
9. Report the Recruitment for the Open/Competitive position of Police Officer/Lateral (Police Department). This is a continuous recruitment.

10. Report the Recruitment for the Open/Competitive position of Police Trainee (Police Department). This is a continuous recruitment.
11. Report the Recruitment for the Open/Competitive position of Public Information Officer (Elected and City Manager's Offices). This recruitment is open until filled.
12. Report the Recruitment for the Open/Competitive position of Recreation Leader I/II (Recreation & Human Services Department). This is a continuous recruitment.
13. Report the Recruitment for the Open/Competitive position of Relief Bus Operator Trainee (Transportation Department). This is a continuous recruitment.
14. Report the Recruitment for the Open/Competitive position of Right of Way Maintenance Worker (Public Works Department). This recruitment is scheduled to close March 23, 2023.
15. Report the Recruitment for the Open/Competitive position of Risk Management Analyst (Administrative Services Department). This recruitment is open until filled.
16. Report the Recruitment for the Open/Competitive position of Senior Account Clerk (Administrative Services Department). This recruitment is open until filled.
17. Report the Recruitment for the Open/Competitive position of Transit Mechanic (Transportation Department). This recruitment is open until filled.



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 8.G  
Section: CONSENT CALENDAR  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Acceptance and Notice of Completion for the Pedestrian Safety Improvements FY 2022-2023 - Sidewalk Trip Hazard Removal Phase, JN 513 (a.k.a. On-call services for Concrete Remediation)

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council accept the work and order the recordation of the Notice of Completion for the Pedestrian Safety Improvements FY 2022-2023 - Sidewalk Trip Hazard Removal Phase, JN 513 (a.k.a. On-call services for Concrete Remediation).

The project removed 1,143 sidewalk trip hazard locations within Zone 1 (N/W portion of Gardena). This work consisted of cutting approximately 5866 L.F. of lifted sidewalk. Trip hazards consist of vertical faces that present the opportunity for the unaware or impaired person to catch their toe. The trip faces removed were between 1/2" and 2 1/2" and feathered back at ADA standards to create a safe walkway. Additionally, this project also reduced the need for removal and replacement of sidewalk which is significantly more costly.

**FINANCIAL IMPACT/COST:**

Fiscal Year 2022-2023-Budgeted Expenditure : \$141,561.70 (Construction)

Funding Source: Measure R

**ATTACHMENTS:**

[NOC\\_Concrete Remediation\\_JN 513.doc](#)

APPROVED:

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

---

Clint Osorio, City Manager

Mina Semenza, City Clerk  
City of Gardena  
1700 W. 162nd Street  
Gardena, CA 90247

## NOTICE OF COMPLETION

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 13th day of September 2022, the City Council of said City entered into contract with Precession Concrete Cutting whose address is 13089 Peyton Drive, #C235 Chino Hills, CA 91709 for the improvement titled Pedestrian Safety Improvements FY 2022-2023 - Sidewalk Trip Hazard Removal Phase, JN 513 (a.k.a. On-call services for Concrete Remediation) in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at Zone 1 (N/W portion of Gardena) in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on February 23<sup>rd</sup>, 2023.
5. That the City Council formally accepted this work and improvement on March 14, 2023.

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Jose Espinoza



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 8.H  
Section: CONSENT CALENDAR  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Acceptance and Notice of Completion for the 170th St. Street Improvement Project from Normandie Avenue to Vermont Avenue, JN 944

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council accept the work performed by Sequel Contractors, Inc. and order the recordation of the Notice of Completion for the 170th St. Street Improvement Project from Normandie Avenue to Vermont Avenue Project, JN 944.

This project overlaid approximately 94,000 square feet of asphalt pavement and 4,200 square feet of concrete pavement on 170th Street. A battery backup system were installed on the traffic signal at the intersection of Normandie and 170th Street. The existing pedestrian push buttons were also upgraded to the Audible Pedestrian Signals (APS) with touchless system. We also constructed 25 concrete curb ramps, removed and replanted 21 trees. Sufficient funds to complete this project were adopted in the fiscal years 2020-2021 and 2022-2023 budget by the City Council.

All work performed by Contractor has a 1-Year Workmanship Warranty including 1 year maintenance of all trees planted.

**FINANCIAL IMPACT/COST:**

**Amount of Expense:** \$824,586 (Construction & Construction Administration)

**Source of Funds:** Federal STPL and Prop C

**ATTACHMENTS:**

[JN 944\\_170th Street Improvement NOC.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

RECORDING REQUEST BY AND MAIL TO:

Mina Semenza, City Clerk  
City of Gardena  
1700 W. 162nd Street  
Gardena, CA 90247

---

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

### NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that:

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 9<sup>th</sup> day of September 2022, the City Council of said City entered into contract with Sequel Contractor's Inc. whose address is 13546 Imperial Hwy., Santa Fe Springs, CA 90670 for the improvement titled 170th St. Street Improvement Project, JN 944 – from Normandie Ave. to Vermont Ave. in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at 170<sup>th</sup> Street from Normandie Ave. to Vermont Ave. in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on March 3, 2023.
5. That the City Council formally accepted this work and improvement on March 14, 2023.

The undersigned, being first duly sworn, states: That he is the duly authorized representative of the City of Gardena, the political subdivision of the State of California which conducted the proceedings for the improvement titled 170<sup>th</sup> Street Improvement Project, JN 944 in said City, that he has read the foregoing "Notice of Completion" and knows the facts recited therein are true.

IN WITNESS THEREOF, I have hereunto subscribed my name as the duly authorized representative of said City this \_\_\_\_ day of \_\_\_\_\_ 2023

City of Gardena

\_\_\_\_\_  
William Mendoza





# PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

## Regular PEQC Meeting Notice and Agenda

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

**Tuesday, March 7, 2023 – 7:00 PM**

1700 W. 162nd Street, Gardena, California

### **REPORT OF ACTIONS**

#### **4. PUBLIC HEARING ITEMS**

##### **5.A CONDITIONAL USE PERMIT #7-21 AND SITE PLAN REVIEW #9-21 ENVIRONMENTAL ASSESSMENT #18-21**

Continuation to the March 721, 2023, Planning Commission Meeting. Project

Location: 1600 W. 135th Street, Gardena

Applicant: Gardena Owner LP

[Continuation\\_Memo3.07.2023.pdf](#)

**Commission Action:** The Planning Commission motioned to continue the public hearing of Conditional Use Permit #7-21, Site Plan Review #9-21, and Environmental Assessment #18-21 to the next Planning and Environmental Quality Commission meeting on March 21, 2023, as requested by the applicant.

##### **5.B CONDITIONAL USE PERMIT #3-22 AND SITE PLAN REVIEW #5-22**

The Planning Commission reviewed a Resolution of Denial for the use of an indoor firearm shooting range located on a 0.46-acre site for the following entitlements:

- Conditional Use Permit (CUP #3-22), per section 18.46.030.C.9 of the Gardena Municipal Code (GMC), for the operation of an indoor firearm shooting range facility located at the Industrial (M-1) zone; and
- Site Plan Review (SPR #5-22), required for any development project for which a Conditional Use Permit is being sought; and
- Determination that the project is exempt from CEQA pursuant to the existing facilities exemption, CEQA Section 15301.

APPLICANT: Edmund Tan

LOCATION: 1435 West 130th Street (APN: 6102-003-020)

[Staff Report 03.07.2023.pdf](#)

[Resolution No. PC 3-23.pdf](#)

**Commission Action:** The Planning Commission approved Resolution No. PC 3-23, by a vote of 4-0-0, denying Conditional Use Permit #3-22.

To view the complete Planning Commission packet [CLICK HERE](#).



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 14.A  
Section: DEPARTMENTAL  
ITEMS - ELECTED & CITY  
MANAGER'S OFFICES  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Renewal of the General Services Agreement (GSA) with the County of Los Angeles for a Five-Year Period, July 1, 2023 through June 30, 2028

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

**Staff Recommendation: Approve Agreement**

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

The City of Gardena's General Services Agreement (GSA) with the County of Los Angeles expires on June 30, 2023. In order to ensure continuation of the services that the City of Gardena currently receives, the County of Los Angeles would like to work with the City of Gardena to renew the existing agreement for a five-year period.

The GSA is general in nature and simply authorizes the County of Los Angeles to provide services requested by the City of Gardena. The City of Gardena can request services on an as-needed basis; the services included are predatory animal control, prosecution of City ordinances, direct assessment collection, and a variety of public works activities.

The GSA specifies the method by which services are requested and paid for, and provides the annual adjustment of rates as well. The agreement itself has no financial impact since services are requested and charged on an as-needed, time-limited basis.

Staff respectfully recommends that the City Council renew the current General Services Agreement with the County of Los Angeles for an additional five-year term from July 1, 2023 through June 30, 2028.

#### **FINANCIAL IMPACT/COST:**

N/A

#### **ATTACHMENTS:**

[general services agreement Gardena 2023.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

## **GENERAL SERVICES AGREEMENT**

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, July 1, 2023, is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Gardena, hereinafter referred to as the "City."

### RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

### THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers, agents and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County agent, officer or department shall perform for said City any

function not coming within the scope of the duties of such agent, officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County agent, officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County agent, officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County agent, officer or department, such quarters may be used by the County agent, officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for

the City shall be County agents, officers or employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County agent, officer and employee engaged in performing any such service or function shall be deemed to be an agent, officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his or her employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County agent, officer or department performing any service for the

City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor, supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to ensure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County may satisfy such indebtedness,

including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2028, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2028, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2028, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise, such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

The City of Gardena,

By \_\_\_\_\_  
Mayor

ATTEST:

City Clerk

**THE COUNTY OF LOS ANGELES**

By \_\_\_\_\_

By \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST:

CELIA ZAVALA  
Executive Officer/Clerk  
of the Board of Supervisors

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
Interim County Counsel

By \_\_\_\_\_  
Senior Deputy

**APPROVED AS TO FORM**  
**BY**   
**CARMEN VASQUEZ**  
**CITY ATTORNEY**



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 15.A  
Section: DEPARTMENTAL  
ITEMS - POLICE  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Authorization of Ammunition Purchases from Dooley Enterprises, Inc. Not to Exceed \$60,000 for Fiscal Year 2022-23

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

**Staff Recommendation: Authorize ammunition purchases.**

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

Gardena Police Department (GPD) utilizes ammunition in both training and critical incidents. The Gardena Police Department has had an increase in the amount of ammunition used this year due to the hiring of police officers and replacement of SWAT operators. All sworn members of GPD train monthly on the use of firearms and with the increase in sworn officers, it has therefore increased our use of ammunition. For example, each academy recruit will shoot roughly between 2500 and 4000 rounds of ammunition to pass the firearms portion of the training. Although on the high end, the police academy suggested that it could be up to 5000 rounds per recruit.

GPD cannot concretely state the amount of ammunition needed each year, and therefore uses historical trends and hiring projections to estimate ammunition needs each year. GPD's previous years' budget of \$30,000 has been sufficient, but training needs for new officers and SWAT operators this year resulted in GPD exceeding previous years' use. Therefore, GPD needs to ratify its budget relative to ammunition. Purchasing will continue to be based on use and subject to ammunition pricing at the time of purchase.

Gardena Police Department purchases ammunition from Dooley Enterprises, Inc. for the following ammunition:

- 9mm 115 gr, Full Metal Jacket
- 45 Auto 230 gr, Full Metal Jacket
- 5.56mm 55gr, Full Metal Jacket
- 9mm 147gr, Ranger T-Series JHP

- 45 Auto 230gr, Ranger T-Series JHP
- 223 55gr Ranger Pointed Soft Point
- 12ga. 9 Pellets 00 Buck, Low Recoil
- 12 ga, 1oz. Slug, Low Recoil
- Winchester S308M

Dooley Enterprises, Inc. is the authorized, sole course, law enforcement distributor for Winchester ammunition in the state of California. Gardena Police Department utilizes Winchester ammunition due to its reliable availability and because it is consistent from batch to batch, making it the most effective for training. It also has threat stopping performance, making it trusted amongst law enforcement agencies across America. The bullet's patented, segment engineered design enhances expansion, penetration and weight retention through a variety of intervening barriers. Winchester ammunition is the only Department-approved ammunition, per GPD Policy 306.3.7.

Gardena Police Department therefore requests authorization to purchase its ammunition from Dooley Enterprises, Inc. for the 2022-23 fiscal year in the amount not to exceed \$60,000.

**FINANCIAL IMPACT/COST:**

Fiscal Year 2022-2023 General Fund Budgeted Expenditure not to exceed \$60,000.

**ATTACHMENTS:**

[Dooley - Sole Source Letter from Winchester](#)

[Dooley Pricing\\_March 6, 2023](#)

APPROVED:

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

---

Clint Osorio, City Manager



January 5, 2023

To Whom It May Concern:

Dooley Enterprises (Anaheim, CA) is the authorized, sole source, law enforcement distributor for Winchester Ammunition in the state of California.

Sincerely,

A handwritten signature in black ink, appearing to be "G. Brennan".

George Brennan  
National LE Sales Manager  
Winchester LE

QUOTE #: 021446

# Price Quote

QUOTE DATE: 03/06/2023

TERMS: Net 30

Cust. ID #: 000363

Type: FET OUT - Agency

County: LOS ANGELES

Ship To: GARDENA POLICE DEPT.

JASON HOOKER

1718 W. 162ND STREET

GARDENA CA 90247

PHONE: (310) 217-6126 FAX: (310) 217-9638



Here are the requested prices:

## PRICES PER THOUSAND ROUNDS

QUANTITY	SYMBOL	DESCRIPTION	PRICE	EXTENSION
			\$0.00	\$0.00
5.000	Q3131K	5.56mm 55gr. Full Metal Jacket	\$459.00	\$2,295.00
1.000	RA223RY	223 55gr Ranger Pointed Soft Point ****	\$767.00	\$767.00
1.500	RA12005	12ga. 9 Pellets 00 Buck, Low Recoil (5rds/bx)	\$768.00	\$1,152.00
0.500	RA12RS15	12ga. 1oz. Slug, Low Recoil ****	\$760.00	\$380.00
		BACKORDER ****	\$0.00	\$0.00

### NOTES:

Elizabeth,

See above for your quote, and let me know if you have any questions. At this time (which can change quickly) the ammo quoted for Will Call is currently available for pickup after order finalization.

Barbara

SUBTOTAL: \$4,594.00

TAX RATE: 7.750% TAX\*: \$356.04

SHIPPING: \$0.00

**TOTAL: \$4,950.04**

To proceed with the order as quoted, please confirm the details above, and sign &amp; complete below:

**Quote is for official department use only**

Will Call Pickup Date \_\_\_\_\_

PO# (if appl.) \_\_\_\_\_ Authorization Signature \_\_\_\_\_

Date \_\_\_\_\_ Name &amp; Title \_\_\_\_\_

QUOTE #: 021450

# Price Quote

QUOTE DATE: 03/06/2023

TERMS: Net 30

Cust. ID #: 000363

Type: FET OUT - Agency

County: LOS ANGELES

Ship To: GARDENA POLICE DEPT.

JASON HOOKER

1718 W. 162ND STREET

GARDENA

CA

90247

PHONE: (310) 217-6126

FAX: (310) 217-9638



Here are the requested prices:

## PRICES PER THOUSAND ROUNDS

QUANTITY	SYMBOL	DESCRIPTION	PRICE	EXTENSION
			\$0.00	\$0.00
	Q4172	9mm 115gr. Full Metal Jacket	\$266.00	\$0.00
	Q4170	45 Auto 230gr. Full Metal Jacket	\$386.00	\$0.00
	RA9T	9mm 147gr. Ranger T-Series JHP	\$374.00	\$0.00
	RA45T	45 Auto 230gr. Ranger T-Series JHP ****	\$486.00	\$0.00
	S308M	308 Win 168 gr. Match Boattail Hollow Point (BTHP)	\$1,295.00	\$0.00
		Backorder ****	\$0.00	\$0.00

### NOTES:

Elizabeth,

See above for the prices requested 'per thousand rounds', and let me know if you have any questions. After you get me the quantities requested for each, then I'll work up a final quote with tax & shipping.

Barbara

SUBTOTAL: \$0.00

TAX RATE:

7.750%

TAX\*: \$0.00

SHIPPING: \$0.00

TOTAL: \$0.00

To proceed with the order as quoted, please confirm the details above, and sign &amp; complete below:

Quote is for official department use only

Will Call Pickup Date \_\_\_\_\_

PO# (if appl.) \_\_\_\_\_ Authorization Signature \_\_\_\_\_

Date \_\_\_\_\_ Name &amp; Title \_\_\_\_\_



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 16.A  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Authorize the Director of Public Works to Enter into Exchange Agreement and Assignment of Federal Surface Transportation Program-Local (STP-L) and Highway Infrastructure Program (HIP) Funds with Los Angeles County Metropolitan Transportation Authority (LACMETRO), in a form approved by the City Attorney

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

##### **Staff Recommendation:**

- **Authorize Funding Exchange**

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

The budget for the Federal Surface Transportation Program-Local (STP-L) is \$846,583 and the Highway Infrastructure Programs (HIP) is \$284,534, totaling to an amount of \$1,131,117.

The City desires to exchange these federal funds to LA County Metropolitan Transportation Authority (LA County METRO) funds at a two-percent (2%) processing and administrative fee.

These federal funds are currently programmed for the Fiscal Year 2022-2023, Vermont Avenue Street Improvement Project between Artesia Boulevard and Gardena Boulevard, JN 959. Exchanging the funds to local transportation funds, Prop C, is anticipated to save as much as 30% in project design and 10% in construction. Utilizing the exchanged local transportation funds will eliminate additional project review process by Caltrans and Federal Highway Administration (FHWA) and their rigorous requirements. Additionally, the exchanged fund usage is much more flexible, and the City will receive it upfront.

Staff respectfully recommends that City Council authorize the Director of Public Works to enter into the exchange agreement and assignment of Federal Surface Transportation Program-Local (ST-L) and Highway Infrastructure Program (HIP) funds with LA County Metro, in a form approved by the City Attorney.

#### **FINANCIAL IMPACT/COST:**

CIP Program Budget: We will reclassify these funds originally budgeted in the amount of \$1,131,117 under STP-L and HIP Funds to \$1,108,495 in Prop C Funds. The difference is a Two-percent (2%) processing fee, in the amount of \$22,622 charged by Metro.

**ATTACHMENTS:**

[GARDENA\\_HIP STPL Exchange Agrmt\\_Feb 2023.pdf](#)

APPROVED:

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

---

Clint Osorio, City Manager



**EXCHANGE AGREEMENT AND ASSIGNMENT OF FEDERAL SURFACE  
TRANSPORTATION PROGRAM-LOCAL AND HIGHWAY INFRASTRUCTURE  
PROGRAMS FUNDS**

This Exchange Agreement and Assignment of Federal Surface Transportation Program-Local and Highway Infrastructure Programs Funds ("AGREEMENT"), is made and entered into as of July 1, 2022, by and between the City of Gardena ("CITY") and the Los Angeles County Metropolitan Transportation Authority ("LACMTA").

**RECITALS:**

CITY is eligible for and has available Federal Surface Transportation Program-Local ("STP-L Funds") and Highway Infrastructure Programs funds ("HIP Funds").

- A. CITY desires to exchange \$846,583 of CITY's STP-L Funds ("STP-L Funds Balance") and its total allocation of \$284,534 of CITY's HIP Funds ("HIP Funds Balance") that LACMTA approved on April 22, 2021 for a like total amount of \$1,131,117 of LACMTA Local Transportation Funds ("LACMTA Funds").
- B. LACMTA is willing to exchange \$1,131,117 in LACMTA Funds for a like total amount of CITY's STP-L Funds and CITY's HIP Funds subject to the terms and conditions contained herein.
- C. An exchange of CITY's STP-L Funds and CITY's HIP Funds with LACMTA Funds is beneficial to and in the general interest of CITY and LACMTA.

NOW THEREFORE, in consideration of the mutual benefits to be derived by CITY and LACMTA, and of the promises contained herein, it is hereby agreed as follows:

**AGREEMENT:**

1. CITY hereby assigns to LACMTA \$846,583 of CITY's STP-L Funds and \$284,534 of CITY's HIP Funds. LACMTA shall be authorized to deduct such amounts from CITY's STP-L Funds Balance and CITY's HIP Funds Balance, respectively. This assignment shall be automatically effective upon full execution of this AGREEMENT without the necessity of the execution, delivery or recording of any further instrument whatsoever. Notwithstanding the foregoing, at LACMTA's request, CITY shall execute and deliver such documents and instruments as may be required to evidence such assignment of STP-L Funds and HIP Funds.
2. LACMTA hereby accepts CITY's assignment of CITY's STP-L Funds and CITY's HIP Funds for use on federal-aid eligible project(s), to be determined by LACMTA in its sole and absolute discretion.

3. Upon receipt of (i) a fully executed AGREEMENT, (ii) CITY's written certification of the amounts of CITY's STP-L Funds Balance and CITY's HIP Funds Balance, as defined herein, which CITY's STP-L Funds Balance and CITY's HIP Funds Balance show that CITY has sufficient STP-L Funds and HIP Funds to meet its obligations hereunder, and (iii) LACMTA's deduction of CITY's STP-L Funds and CITY's HIP Funds as provided in paragraph 1 above, LACMTA shall pay CITY \$1,108,494 of LACMTA Funds which includes the deduction for the processing fee described in paragraph 5 below. For purposes of this AGREEMENT, CITY's "STP-L Funds Balance" and CITY's "HIP Funds Balance" shall mean the amounts of funds contained in CITY's STP-L Funds and CITY's HIP Funds accounts as of the date that this AGREEMENT is fully executed, which include CITY's apportionment share of FY22 STP-L Funds and share of HIP Funds from the federal Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) that was enacted on December 27, 2020. If the STP-L Funds Balance and HIP Funds Balance become insufficient to satisfy CITY's exchange obligations hereunder, CITY hereby authorizes LACMTA to deduct from CITY's future balance of STP-L funds until LACMTA has in the aggregate received the amount of CITY's STP-L Funds and CITY's HIP Funds specified in paragraph 1 above.

4. CITY must complete and submit an Automated Clearing House (ACH) form (Exhibit A) through LACMTA's website to allow LACMTA to make disbursements electronically. Disbursements via ACH will be made at no cost to CITY. If electronic disbursements are not the preferred method of disbursement, CITY may request an exception in writing.

5. CITY shall pay LACMTA a two-percent (2%) processing and administrative fee (the "Processing Fee") in connection with the exchange contemplated by this AGREEMENT. The Processing Fee shall be assessed against the total amount of LACMTA Funds payable to CITY. CITY hereby authorizes LACMTA to deduct the Processing Fee from the amount LACMTA is to pay CITY hereunder.

6. CITY shall expend the LACMTA Funds on an STP-L and HIP Eligible Project and by the Lapsing Date, consistent with the Statement of Work, Schedule and Budget provided in Exhibit B. For the purposes of this AGREEMENT, the "Lapsing Date" shall mean the date that is three (3) years from the date that this AGREEMENT is fully executed. Any LACMTA Funds not expended by the Lapsing Date shall lapse and be returned to LACMTA within thirty (30) days of the Lapsing Date for further programming to third parties as LACMTA determines in its sole discretion.

- A. For the purposes of this AGREEMENT, the term "Eligible Project" shall mean the transportation activities described in Exhibit B that: i) would normally qualify under Section 133(b) of Title 23, U.S.C: or ii) are for costs related to preventive maintenance, routine maintenance, debt service payments, availability payments, operations, personnel (including salaries of employees and those employees who have been placed on administrative leave, or contractors), and coverage for other revenue losses due to the coronavirus pandemic. Any other applicable federal regulations and standards related to procurement and project delivery issues may be substituted with applicable state and local regulations, standards, and policies.
- B. The term "expend" as used in Section 6 shall mean "encumbered by an awarded

contract or paid for an eligible transportation activity".

- C. If the LACMTA Funds have lapsed and CITY has not returned all or a portion of the lapsed LACMTA Funds to LACMTA, then CITY shall be considered to be in default and agrees that such outstanding payments shall be paid from CITY funds in the following priority: first, from any of CITY's unobligated HIP Funds Balance, then from CITY's STP-L Funds Balance, then from CITY's Proposition A local return funds, then from CITY's Proposition C local return funds, then from CITY's Measure R local return funds, and then from CITY's Measure M local return funds. If CITY is in default hereunder, in addition to all rights and remedies available to LACMTA at law or in equity and without further notice or ability to cure by CITY, CITY hereby authorizes LACMTA to withhold the applicable HIP, STP-L or local return funds in the amount needed to satisfy the outstanding amount of lapsed LACMTA Funds due and owing to LACMTA prior to LACMTA transferring the balance of such funds to the CITY in accordance with the applicable state laws or ordinances.

7. CITY must use the LACMTA Funds in the most cost-effective manner. If CITY intends to use a consultant or contractor to implement all or part of the STP-L and HIP Eligible Project, LACMTA requires that such activities be procured in accordance with CITY's contracting procedures and be consistent with State law as appropriate. CITY will also use the LACMTA Funds in the most cost-effective manner when the LACMTA Funds are used to pay "in-house" staff time. CITY staff or consultants with project oversight roles may not award work to companies in which they have a financial or personal interest. This effective use of funds provision will be verified by LACMTA through on-going project monitoring and through any LACMTA interim and final audits.

8. LACMTA, and/or its designee, shall have the right to conduct audits of CITY's use of the LACMTA Funds, as deemed appropriate, such as financial and compliance audits; interim audits; pre-award audits, performance audits, and final audits. CITY agrees to establish and maintain proper accounting procedures and cash management records and documents in accordance with Generally Accepted Accounting Principles (GAAP). CITY's records shall include, without limitation, any supporting evidence deemed necessary by LACMTA to substantiate CITY's use of LACMTA Funds. These records must be retained by CITY for five years following CITY's last use of the LACMTA Funds. CITY shall reimburse LACMTA for any expenditure not in compliance with the Scope of Work and/or not in compliance with other terms and conditions of this AGREEMENT. The eligibility of costs for CITY's own expenditures submitted to LACMTA for the Eligible Project shall be in compliance with Office of Management and Budget (OMB) Circular A-87 (relocated to Title 2 in the Code of Federal Regulations, Subtitle A, Chapter II, part 225). The eligibility of costs for CITY's contractors, consultants, and suppliers expenditures submitted to LACMTA through CITY's Monthly Progress Reports and Quarterly Expenditures shall be in compliance with OMB Circular A-87 (as relocated) or Federal Acquisition Regulation (FAR) Subpart 31 (whichever is applicable). Findings of the LACMTA audit are final. When LACMTA audit findings require CITY to return monies to LACMTA, CITY agrees to return the monies within thirty (30) days after the final audit is sent to CITY.

9. The terms of this AGREEMENT shall commence on the date that this AGREEMENT is fully executed and shall terminate once CITY has expended all the LACMTA Funds and all LACMTA audit and reporting requirements have been satisfied.

10. CITY shall fully indemnify, defend and hold LACMTA and its officers, agents, and employees harmless from and against any liability and expenses, including, without limitation, defend costs, any costs or liability on account of bodily injury, death or personal injury of any person, or for damages of any nature whatsoever arising out of (i) a breach of CITY's obligations under this AGREEMENT; or (ii) any act or omission of CITY or its officers, agents, employees, contractors, or subcontractors in the use of the LACMTA Funds.

11. LACMTA shall fully indemnify, defend and hold CITY and its officers, agents, and employees harmless from and against any liability and expenses, including, without limitation, defend costs, any costs or liability on account of bodily injury, death or personal injury of any person, or for damages to or loss of risk of property, any environmental obligations, any legal fees and any claims for damages of any nature whatsoever arising out of (i) a breach of LACMTA's obligations under this AGREEMENT; or (ii) any act or omission of LACMTA or its officers, agents, employees, contractors, or subcontractors in the use of CITY's STP-L Funds and CITY's HIP Funds.

12. This AGREEMENT may be amended or modified only by mutual written consent of LACMTA and CITY.

13. Any correspondence, communication, or contact concerning this AGREEMENT shall be directed to the following:

**CITY OF GARDENA**

Kevin Kwak, Principal Civil Engineer  
1717 West 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

**LACMTA**

Michael Richmai  
Senior Manager, Countywide Planning and Development  
One Gateway Plaza (Mail Stop: 99-23-3)  
Los Angeles, California 90012-2952

14. This AGREEMENT shall be interpreted and governed by the laws of the State of California.

15. This AGREEMENT constitutes the entire understanding between the parties with respect to the subject matter herein.

**IN WITNESS WHEREOF**, the parties hereto have caused this AGREEMENT to be executed by their respective officers as of the date stated below.

**LOS ANGELES COUNTY  
METROPOLITAN TRANSPORTATION  
AUTHORITY**

**CITY OF GARDENA**

By: \_\_\_\_\_  
Stephanie N. Wiggins  
Chief Executive Officer

By: \_\_\_\_\_  
Allan Rigg  
Director of Public Works/  
City Engineer

**APPROVED AS TO FORM:**

Dawyn R. Harrison  
Interim County Counsel

By: \_\_\_\_\_  
Deputy  2/27/2023

**APPROVED AS TO FORM:**

Carmen Vasquez  
City Attorney

By: \_\_\_\_\_  
City Attorney 

# **AUTOMATED CLEARING HOUSE (ACH) PAYMENT AUTHORIZATION**

<b>SECTION I: <i>Supplier Information</i></b>		
Supplier Number:		
Company Name:		
Payment Address:		
City:	State: CA	Zip Code:
Contact Name:	Contact Phone Number:	
Email Address:		
<b>SECTION II: <i>Banking Information</i></b>		
Tax ID:		
Bank Name (Required):		
Account Name:		
Account Type (Required): <input type="checkbox"/> Checking <input type="checkbox"/> Savings		
Account Number (Required):		
Routing Number (Required):		
<b>SECTION III: <i>Authorization</i></b>		
Print Name of Authorized Person:		
Print Title :		
Phone Number:		
Signature of Authorized Person:		
Date:		
<b>SECTION IV: <i>Approval - Metro Use Only</i></b>		
Approved by:	Date:	
Entered by:	Date:	

# **AUTOMATED CLEARING HOUSE (ACH) PAYMENT AUTHORIZATION**

Field	Description
Supplier Number	If you know the supplier number, please enter. If not, not required.
Company Name	Enter name of company doing business with L.A. Metro.
Payment Address	Enter address where payment may be mailed in accordance with Metro records.
Contact Name	Enter name of person from your company that Metro may contact for more information if required.
Contact Phone Number	Enter number where contact person may be reached.
Email Address	Enter the email address where payment detail information can be sent (i.e., information to include payment amount, payment date, description of invoices paid, etc.)
Tax ID Number	Enter company's tax identification number.
Bank Name	Enter the bank name where payments are to be sent (i.e. Bank of America, Washington Mutual, etc.)
Routing Number	Enter the first 9 numbers of the account to which you would like funds sent. This information is located on your check for the account. Do not use information from a deposit slip.
Account Name	Enter the official name of the account.
Account Number	Enter the account number to which funds are to be sent.
Account Type	Check the appropriate account type
Authorized Person & Title	Enter name and title of person of your company authorized to approve ACH transactions.
Signature	Must be a wet signature
Phone Number	Enter phone number where authorized person may be contacted.

**AUTOMATED CLEARING HOUSE (ACH) PAYMENT AUTHORIZATION**

Please mail your completed form along with a copy of a  
*voided check* to:

Metro Accounts Payable  
P.O. Box 512296  
Los Angeles, CA 90051

Questions? Please feel free to contact the AP hotline at:

213-922-6811 option 3



## STATEMENT OF WORK

### Project Description:

The City of Gardena will rehabilitate deteriorated AC roadway pavements on 170<sup>th</sup> Street (from Normandie Ave. to Vermont Ave.) and Vermont Avenue (from Artesia Blvd. to n/o Gardena Blvd.). Associated improvements include reconstruction of ramps, damaged sidewalk, curb and gutter and other PCC; traffic stripping and signing; traffic detector loops; pedestrian push buttons; traffic signal battery back-up; and adjust utility manholes/valves as necessary.

### Project Schedule:

	170 <sup>th</sup> St. (LA9918971)	Vermont Ave. (LA9919082)
Advertise	July 2022	May 2023
Award Contract	September 2022	August 2023
Start Construction	October 2022	September 2023
Complete Construction	December 2022	December 2023

### Project Funding:

	170 <sup>th</sup> St. (LA9918971)	Vermont Ave. (LA9919082)	TOTAL
Measure M Local Return	\$90,000	\$100,000	\$190,000
STP-L Federal (Obligated)	\$600,000	\$0	\$600,000
STP-L Exchange*	\$402,000	\$427,651	\$829,651
CRRSAA-HIP Exchange*		\$278,843	\$278,843
TOTAL	\$1,092,000	\$806,494	\$1,898,494

*\*STP-L Exchange and CRRSAA-HIP Exchange funds are collectively referred to as "LACMTA Funds" in the agreement.*

*\*Net of 2% processing and administrative fee.*



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 16.B  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Award Construction Contract for the Gardena Community Aquatic and Senior Center Project – Underground Utility Phase, JN 978, to Doty Bros. Equipment Company, in the amount of \$157,038, approve the Project Plans & Specifications and Budget Contingency.

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

##### **Staff Recommendations:**

- **Award Construction Contract.**
- **Approve the Project Plans and Specifications.**
- **Approve Budget Contingency.**

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

The Gardena Community Aquatic and Senior Center Project, Underground Utility Phase is located at 16004 and 16010 Harvard Blvd. Currently overhead utility lines run north and south across the lots, parallel to the rear property line. Southern California Edison (SCE), AT&T and Charter Communications was directed by the City to prepare plans and to remove the existing overhead utility poles that conflict with the City's proposed project.

This underground utility construction is the second phase of the Project after demolition phase. On December 13, 2022, City Council authorize the contract with Southern California Edison to proceed with the Project. This phase is to replace the overhead existing SCE, AT&T, and Charter Communication utilities with new underground lines.

In January of 2023, the Project Plans and Specifications have been finalized and published a bid request in CR Planwell, Gardena Valley News and the City website and the following two (2) bids were received on February 23, 2023:

1.	Doty Bros. Equipment Company	Norwalk CA	\$157,035
2.	MMJ Contracting, Inc.	Hacienda Heights CA	\$289,100

Doty Bros. Equipment Company was the lowest responsible bidder. They are licensed in the State of California and their project references have been verified and satisfactory. They will be required to meet all bonding and financial standards, the project is anticipated to start construction in late March 2023 and to be completed in early June, 2023.

Staff respectfully recommends that the City Council award construction contract for the Gardena Community Aquatic and Senior Project – Underground Utility Phase, JN 978, to Doty Bros. Equipment Company in the amount of \$157,038, approve the Project Plans & Specifications and 20% construction contingency budget.

**FINANCIAL IMPACT/COST:**

Financial Impact: Underground Utilities Phase Construction Contract Award \$157,035 and \$31,407 (20%) Contingency. These expenditures will be charged to the Prop 68 Grant.

FY 2022-2023 Project Budget: \$5,020,000 General Funds, \$8,500,000 Prop 68, and \$1,400,000 Federal Earmark (Total \$14,920,000).

**ATTACHMENTS:**

[JN 978\\_Aquatic & Senior Center\\_Underground Utility Complete Specs.pdf](#)

[JN 978 Aquatic & Senior Center\\_Utility Plans.pdf](#)

APPROVED:

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

---

Clint Osorio, City Manager



**CITY OF GARDENA**

**CONTRACT DOCUMENTS AND SPECIFICATIONS**

**FOR**

**GARDENA COMMUNITY AQUATIC AND  
SENIOR CENTER –  
UNDERGROUND UTILITY PHASE  
(SCE 2QS-RULE 20C INSTALL UG)**

**JN 978**

**JANUARY 2023**

**CITY OF GARDENA**

**CONTRACT DOCUMENTS AND SPECIFICATIONS**

**FOR**

**GARDENA COMMUNITY AQUATIC AND  
SENIOR CENTER –  
UNDERGROUND UTILITY PHASE  
(SCE 2QS-RULE 20C INSTALL UG)**

**JN 978**

Specifications prepared by:



Memoranda:

Plans and specifications are available at Planwell Administrator, 562.436.9761 or [www.crplanwell.com](http://www.crplanwell.com)

Bid Results: <https://www.cityofgardena.org/public-contracts/>

City of Gardena Public Works Engineering Division: 310.217.9568

**CITY OF GARDENA**  
**NOTICE INVITING BIDS**  
for  
**GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –**  
**UNDERGROUND UTILITY PHASE**  
**(SCE 2QS-RULE 20C INSTALL UG)**  
**PROJECT NO. JN 978**

Plans and Specifications are available through ARC Document Solutions. Please be advised that there is an additional charge for delivery. Upon payment of the purchase price, they become the property of the purchaser and may not be returned for refund.

You may access the plans through the following website under Public Planroom:

[www.crplanwell.com](http://www.crplanwell.com)

For help accessing and ordering, please contact a Planwell Administrator at 562.436.9761.

Notice is hereby given that the City of Gardena will receive sealed bids at the office of the City Clerk, City Hall, 1700 W. 162<sup>nd</sup> Street, Gardena, California, until **2 p.m. on February 23, 2023**, and shortly thereafter on this same day, they will be publicly opened and read in the City Clerk's Office in-person and via ZOOM.

The information to join the bid opening via ZOOM is the following:

**Topic: Bid Opening**  
**Time: 2:00 PM on February 23, 2023 (Shortly thereafter the deadline)**  
**Join ZOOM Meeting**

<https://us02web.zoom.us/j/86021631734>

Meeting ID: 860 2163 1734

Dial by phone: [+1 669 900 9128] US

Should you have any questions or concern in delivering a bid or joining the ZOOM Meeting, please contact City Clerk's office at (310) 217-9565 or via email at [cityclerk@cityofgardena.org](mailto:cityclerk@cityofgardena.org).

All bids must be in writing, must be sealed, and must be plainly marked on the outside: **"BID ON PROJECT NO. JN 978"**. Any bid received after the hour stated above for any reason whatsoever, will not be considered for any purpose but will be returned unopened to the bidder.

Bids are required for the entire work as described below:

*Southern California Edison (SCE) Rule 20C project to underground the existing overhead utilities. Contractor to reference the attached SCE, AT&T, and Charter Communication plans and construct underground conduits and all other incidental work and to coordinate with each utility company to complete the customer's/developer's responsibility of the work.*

The time of completion of contract shall be **40 working days** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Liquidated Damages, as defined in Section 6-9, shall be **\$1,000 per each consecutive calendar day**.

Each bidder must submit a proposal to the City, c/o City Clerk in accordance with the Plans and Specifications. Said proposal is to be accompanied by a cash deposit, a certified or cashier's

check, or a bidder's bond, made payable to the City of Gardena, in an amount not less than 10 percent of the total bid submitted.

The envelope enclosing the proposal shall be sealed and addressed to the City of Gardena c/o City Clerk, and delivered or mailed to the City at 1700 W. 162<sup>nd</sup> Street, Gardena, California 90247-3778. The envelope shall be plainly marked in the upper left-hand corner as follows:

ATTENTION: CITY, c/o CITY CLERK

(Bidder's Name and Address) \_\_\_\_\_

(Number and title of this project) \_\_\_\_\_

The successful bidder will be required to furnish a faithful performance bond in the amount of 100 percent of the contract price, and a payment bond in the amount of 100 percent of the contract price, both in a form satisfactory to the City Attorney.

The contractor shall have an active **Class "A"** license from the Contractor's State License Board at the time of submitting bid.

Pursuant to Public Contract Code Section 22300, the Contractor may, at Contractor's sole cost and expense, substitute securities equivalent to any monies withheld by the City to insured performance under the contract unless applicable federal regulations or policies do not allow such substitution. Such security shall be deposited with the City, or a state or federally chartered bank as escrow agent, who shall pay such monies to the Contractor upon satisfactory completion of the Contract. The Contractor shall be the beneficial owner of any security substituted for monies withheld and shall receive any accrued interest thereon. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. No such substitution shall be accepted until the escrow agreement, letter of credit, form of security and any other document related to said substitution is reviewed and found acceptable by the City Attorney.

The City reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made to the lowest responsive responsible bidder.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract and all subcontractors shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws"). Copies of such prevailing rates of per diem wages are on file at the Gardena City Clerk's office and the office of the City Engineer, and copies shall be made available to any interested party on request. The prevailing rates of per diem wages referred to herein are hereby made a part of this Notice by reference.

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor or any Subcontractor under it. Contractor and any Subcontractor under it shall comply with the requirements of said sections in the employment of apprentices.

The Contractor is prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Section 1777.1 or 1777.7 of the Labor Code.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly.

As of **January 1, 2016**, the requirement to furnish electronic certified payroll records to the Labor Commissioner will apply to all public works projects, whether new or ongoing.

Exceptions: The Labor Commissioner may (but is not required to) excuse contractors and subcontractors from furnishing electronic certified payroll records to the Labor Commissioner on a project that is under the jurisdiction of one of the four legacy DIR-approved labor compliance programs (Caltrans, City of Los Angeles, Los Angeles Unified School District, and County of Sacramento) or that is covered by a qualifying project labor agreement.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>).

Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

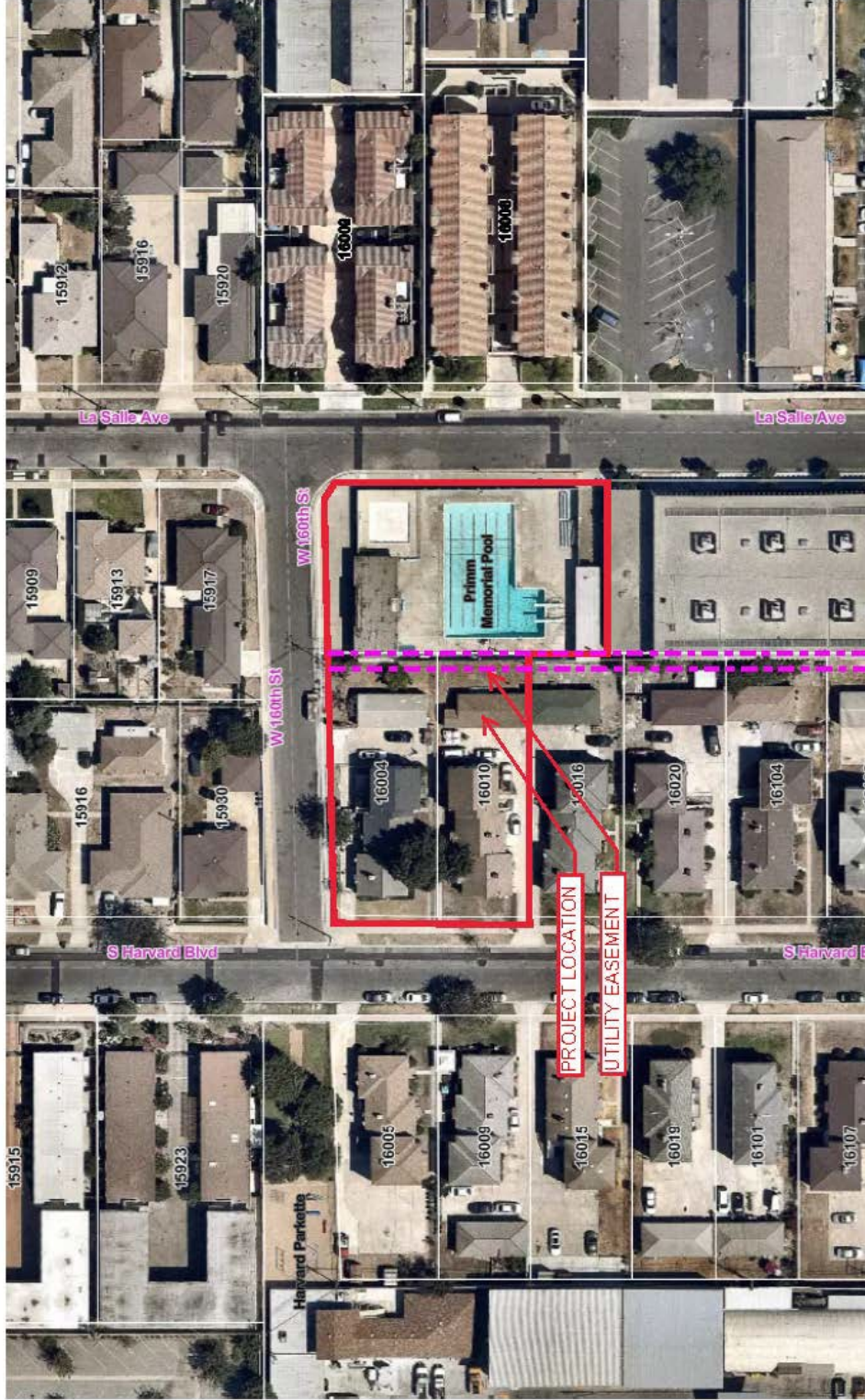
Award of Contract: The following are conditions to the award of the contract:


- I. Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5 provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract was awarded); and
- II. No contractor or subcontractor may be awarded this contract unless the contractor and each subcontractor listed on the bid is registered with the Department of Industrial Relations pursuant to Section 17265.5.

Any questions regarding this bid package may be referred to Kevin Kwak, Public Works Engineering Division at 310.217.9643 or [kkwak@cityofgardena.org](mailto:kkwak@cityofgardena.org).



GARDENA COMMUNITY AQUATIC AND SENIOR CENTER – UNDERGROUND UTILITY PHASE, JN 978



1" = 100 ft	Project Location Map	12/13/2022	
This map may represent a visual display of related geographic information. Data provided here on is not guarantee of actual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information.			

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## **INSTRUCTIONS TO BIDDERS**

### **FORM OF PROPOSAL**

The Proposal shall be fully executed and submitted on the forms in the project specifications and shall be enclosed in a sealed envelope marked and addressed as directed in the Notice Inviting Bids.

### **PRPOSAL / BID DOCUMENTS**

All Proposals shall include the following executed documents to be submitted with each bid:

Bidding Schedule

Acknowledgement of Addenda Received

Bidder's Declaration

Non-Collusion Affidavit

Declaration of Eligibility of Contract

Bid Bond

Designation of Subcontractors

Construction Project Reference

Certificate of Non-Discrimination by Contractors

Certification of Regarding Debarment, Suspension, Ineligibility and  
Voluntary Exclusion – Primary Covered Transitions

### **DELIVERY OF PROPOSAL**

The Proposal shall be delivered by the time and to the place stipulated in the Notice Inviting Bids. It is the bidder's sole responsibility to see that its Proposal is received as stipulated. Any Proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

### **WITHDRAWAL OF PROPOSAL**

The Proposal may be withdrawn by the bidder by means of a written request, signed by the bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of proposals prior to the scheduled closing time for receipt of proposals. No Proposal may be withdrawn after the hour fixed for opening bids.

## **MODIFICATIONS AND ALTERNATIVE PROPOSALS**

Unauthorized conditions, limitations, or provisions attached to the Proposal will render it informal and may be grounds for its rejection as non-responsive. The completed Proposal forms shall be without interlineations, alterations, or erasures. Alternative proposals will not be considered unless specifically requested. Oral, telegraphic, or telephonic proposals or modifications will not be considered.

## **DISCREPANCIES IN PROPOSALS**

In the event there is more than one bid item in a Bidding Schedule, the bidder shall furnish a price for all bid items in the Schedule, and failure to do so will render the Proposal informal and may be grounds for its rejection as non-responsive. The bidder shall state in words and figures the unit prices or the specific sums as the case may be, for which it proposes to supply the labor, materials, supplies, or machinery, and completely perform the Contract. The total amount of each item bid and the total amount of the bid shall be stated in words and figures.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount named by a bidder for any items are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform thereto.

## **PROPOSAL GUARANTEE – BIDDER'S SECURITY**

Each bidder shall submit with his Proposal cash, an unconditional certified or cashier's check, or a bidder's bond, in the sum of the percentage of the bid stated in the Notice Inviting Bids, payable to the City as a guarantee that the bidder will, if its Proposal is accepted, execute the Contract and furnish a satisfactory Faithful Performance Bond, a satisfactory Payment Bond and insurance certificates as specified herein.

If a bidder to whom an award is made, fails or refuses to sign the Contract or furnish the required bonds and certificates, all within the time stated in Section 2-1.5 of the Special Provisions herein, the funds represented by said cash, check or bidder's bond shall be forfeited and become and remain the property of the City; the amount thereof being agreed to by the bidder and the surety as a bid bond forfeiture due to the City because of the delay in the execution of the Contract and in the performance of work thereunder, resulting from such failure or refusal, except that if the City awards the contract to the next lowest responsive responsible bidder, only that portion of the bidder's security equal to the difference between the two bids will be forfeited.

A Bid Bond must be obtained from a corporate surety authorized to do business as such in the State of California as an "admitted surety insurer" and shall be on the form furnished by the City or one substantially in conformance with it. Certified or cashier's checks must be drawn on a solvent state or nationally chartered bank or branch thereof in the State of California. The liability of the City in connection with the checks shall be limited to the return of the checks (without interest) as provided in Section 2-1.6 of the Special Provisions bound herein.

## **DISQUALIFICATION OF BIDDERS**

A person, firm, or corporation shall NOT be allowed to make or file, or to be interested in, more than one bid, except an alternative bid when specifically requested; provided, however, a person, firm, or corporation who has submitted a sub-proposal to a bidder submitting a

Proposal, or who has quoted prices on materials to such bidders, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other bidders submitting proposals, or from submitting a Proposal as a prime contractor. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bids, will disqualify a bidder.

## **ADDITIONAL REQUIREMENTS**

The bidder's attention is directed to the Special Provisions and Technical Provisions bound herein for additional requirements of the Proposal and Contract Documents.

## **CONTRACT DOCUMENTS**

Contract Documents are to be submitted within twenty-one (21) calendar days AFTER award of contract unless extended by agreement of the City. Failure to timely submit executed Contract Documents may be grounds for rejecting the bid award and forfeiture of the bid security. See enclosed documents commencing on page CD-1.

**BID PROPOSAL (BP)**

**GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE  
(SCE 2QS-RULE 20C INSTALL UG)**

**PROJECT NO. JN 978**

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

License No.: \_\_\_\_\_

D.I.R. No. \_\_\_\_\_

Email: \_\_\_\_\_

**To Be Submitted**

**WITH**

**Bid Package**

## BID PROPOSAL

PROJECT NO. JN 978

## BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

**GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE  
(2QS-RULE 20C INSTALL UG)**

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **forty (40) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1.	SCE RULE 20C INSTALLATION PER EDISION, AT&T, AND CHARTER COMMUNICATION PLANS	L.S.	1	\$	\$

### TOTAL CONTRACT BID:

(Figures)        \$ \_\_\_\_\_

(Words) \_\_\_\_\_

**\* In case of error in extension of price into the total price column, the unit price will govern.**

**All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefor.**

**If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.**

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

**TO BE SUBMITTED WITH PROPOSAL**

## **BID SCHEDULE (Continued)**

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of \_\_\_\_\_ Dollar  
s, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract  
Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low  
bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned  
fails or refuses to execute the Contract and furnish the required bonds and certificates of  
insurance within the time provided.

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Signature of Bidder



## BID PROPSOAL

PROJECT NO. JN 978

### **ACKNOWLEDGEMENT OF ADDENDA RECEIVED**

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. \_\_\_\_ Date \_\_\_\_\_ Addendum No. \_\_\_\_ Date \_\_\_\_\_  
Addendum No. \_\_\_\_ Date \_\_\_\_\_ Addendum No. \_\_\_\_ Date \_\_\_\_\_  
Addendum No. \_\_\_\_ Date \_\_\_\_\_ Addendum No. \_\_\_\_ Date \_\_\_\_\_

Addenda will be issued only through the ARC Document Solutions and access under their Public Planroom ([www.crplanwell.com](http://www.crplanwell.com)). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

## **BID PROPOSAL**

PROJECT NO. JN 978

### **BIDDER'S DECLARATION**

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.
2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.
3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.
4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.
6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefor within the time provided.

## **BIDDER'S DECLARATION (Continued)**

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

\_\_\_\_\_  
Contractor's Business Name

\_\_\_\_\_  
Contractor (Print) Title

\_\_\_\_\_  
Business Address: Street

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Contractor's License No. and Classification

\_\_\_\_\_  
Business Phone Number

\_\_\_\_\_  
Business Fax Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Residence: Street

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

# **BID PROPOSAL**

PROJECT NO. JN 978

## **NON-COLLUSION AFFIDAVIT**

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

\_\_\_\_\_ being first duly sworn, deposes and says that he or she is \_\_\_\_\_ of \_\_\_\_\_ the party making the foregoing bid, that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay fee to any corporation, or agent thereof to effectuate a collusive or sham bid.

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
SIGNATURE OF BIDDER

\_\_\_\_\_  
ADDRESS OF BIDDER

\_\_\_\_\_  
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY  
(attach appropriate jurats)

**TO BE SUBMITTED WITH PROPOSAL**

BP-7

## **BID PROPOSAL**

PROJECT NO. JN 978

### **DECLARATION OF ELIGIBILITY TO CONTRACT**

**[Labor Code Section 1777.1; Public Contract Code Section 6109]**

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

“(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code.”

“(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project.”

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them are ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ (place of execution), California\_\_\_\_\_.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

**TO BE SUBMITTED WITH PROPOSAL**

## BID PROPOSAL

PROJECT NO. JN 978

### BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT \_\_\_\_\_, as Principal,  
and \_\_\_\_\_, as Surety,  
are held firmly bound unto the City of Gardena in the sum of \$ \_\_\_\_\_;  
\_\_\_\_\_ DOLLARS,

(not less than ten percent of total amount of bid)

for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

**PROJECT: GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this \_day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_(SEAL)  
Principal

\_\_\_\_\_(SEAL)  
Surety

BY: \_\_\_\_\_  
Signature

BY: \_\_\_\_\_  
Signature

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached.

**TO BE SUBMITTED WITH PROPOSAL**

## BID PROPOSAL

PROJECT NO. JN 978

### **DESIGNATION OF SUBCONTRACTORS**

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number

Not more than \_\_\_\_ %.

**TO BE SUBMITTED WITH PROPOSAL**

## BID PROPOSAL

PROJECT NO. JN 978

### **CONSTRUCTION PROJECT REFERENCE**

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: \_\_\_\_\_

Three projects of this type recently completed:

1. Name (Firm/Agency): \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Title of Project: \_\_\_\_\_  
Project Location: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_ Contract Amount: \$ \_\_\_\_\_
  
2. Name (Firm/Agency): \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Title of Project: \_\_\_\_\_  
Project Location: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_ Contract Amount: \$ \_\_\_\_\_
  
3. Name (Firm/Agency): \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Title of Project: \_\_\_\_\_  
Project Location: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_ Contract Amount: \$ \_\_\_\_\_

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature \_\_\_\_\_

**TO BE SUBMITTED WITH PROPOSAL**



## BID PROPOSAL

PROJECT NO. JN 978

### **CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS**

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

FIRM \_\_\_\_\_

TITLE OF PERSON SIGNING \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

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## BID PROPOSAL

PROJECT NO. JN 978

### **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS**

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and
  - d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

**TO BE SUBMITTED WITH PROPOSAL**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY  
AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS**  
**(Continued)**

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

**TO BE SUBMITTED WITH PROPOSAL**

**CONTRACT DOCUMENTS (CD)**

**GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

**PROJECT NO. JN 978**

**To be Submitted  
within twenty-one (21) calendar days**

**AFTER  
Award of Contract**

# CONTRACT DOCUMENT

PROJECT NO. JN 978

## AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and \_\_\_\_\_, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

### ARTICLE I.

#### THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents for City Project No. JN, which is described as follows:

Title: **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

### ARTICLE II.

#### CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

### ARTICLE III.

#### CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

CONTRACTOR

By: \_\_\_\_\_  
MAYOR (Sign)

By: \_\_\_\_\_  
Sign / Title

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

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

Attest:  
By: \_\_\_\_\_  
CITY CLERK (Sign)

Attest: (Contractor)  
By: \_\_\_\_\_  
Sign / Title

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

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

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
CITY ATTORNEY (Sign)

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

## CONTRACT DOCUMENT

PROJECT NO. JN 978

### **FAITHFUL PERFORMANCE BOND**

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, hereinafter designated as the "Principal", a Contract for:

**PROJECT:        GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, \_\_\_\_\_  
as Principal, and \_\_\_\_\_  
as Surety, are held and firmly bound unto the City in the sum of \_\_\_\_\_

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner therein designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.



## CONTRACT DOCUMENT

PROJECT NO. JN 978

### PAYMENT BOND

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, as Contractor, a contract for the work described as follows:

PROJECT:      **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER –  
UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

AND WHEREAS, said Contractor is required to furnish a bond in connection with said contract, to secure the payment of claims of laborers, mechanics, materialmen and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of \_\_\_\_\_,  
Dollars (\$\_\_\_\_\_) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

## CONTRACT DOCUMENT

PROJECT NO. JN 978

### **WORKER'S COMPENSATION INSURANCE CERTIFICATE**

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST:

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

# CONTRACT DOCUMENT

PROJECT NO. JN 978

## **INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION**

### **GARDENA COMMUNITY AQUATIC AND SENIOR CENTER – UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG)**

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor \_\_\_\_\_

Name & Title \_\_\_\_\_

Signature & Date \_\_\_\_\_

# CONTRACT DOCUMENT

PROJECT NO. JN 978

## INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

- 1. COMMENCEMENT OF WORK.** Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.
- 2. 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.
- 3. COVERAGES, LIMITS AND POLICY REQUIREMENTS.** Contractor shall maintain the types of coverages indicated below:
- 4. COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars (\$1,000,000) per occurrence or two million dollars (\$2,000,000) aggregate.
- 5. COMMERCIAL AUTO LIABILITY INSURANCE.** A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars (\$1,000,000) combined single limit per accident.
- 6. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE.** A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars (\$1,000,000) 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.

In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of

consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

"I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

**7. POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

- (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.
- (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.
- (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

**8. COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. 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 the City. Course of Construction Insurance may be provided for each separate Phase.

**9. ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

**10. DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, 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 Contractor); or Contractor shall provide satisfactory financial guarantee for payment

of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

**11. VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents 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 Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

**12. TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

**13. EQUIPMENT COVERAGE.** Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

# GENERAL PROVISIONS

## GARDENA COMMUNITY AQUATIC AND SENIOR CENTER – UNDERGROUND UTILITY PHASE (2QS-RULE 20C INSTALL UG) (JN 978)

### PART 1 – GENERAL PROVISIONS

#### SECTION 1 – GENERAL

**1-1 GENERAL.** The Standard Specifications for Public Works Construction (“Greenbook”) written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, and the Standard Drawings as issued by the City (defined herein as “Agency”) available at the time bids are opened unless otherwise specified in the Contract Documents.

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

**1-2 TERMS AND DEFINITIONS.** Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

- |     |                             |   |
|-----|-----------------------------|---|
| (a) | AGENCY                      | The City of Gardena, a California municipal corporation.  |
| (b) | BOARD                       | The City Council of the City of Gardena   |
| (c) | CONTRACT DOCUMENTS          | Documents including but not limited to the proposal forms, Standard “Greenbook” Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents. |
| (d) | ENGINEER                    | The City of Gardena Director of Public Works/City Engineer or his authorized representative.  |
| (e) | BIDDER                      | An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.   |
| (f) | LEGAL ADDRESS OF CONTRACTOR | The legal address of the Contractor to be the address given on the Contractor’s bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.   |
| (g) | LABORATORY                  | An established laboratory approved and authorized by the Engineer for testing materials and work involved in the contract.  |



## **1-7 AWARD AND EXECUTION OF THE CONTRACT.**

**1-7.1 General.** The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3, of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

**1-7.2 Contract Bonds.** The "Performance Bond" is equivalent to City's "Faithful Performance Bond".

**1-7.3 Examination of Plans, Specifications and Project Site.** Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the Engineer/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

**1-7.4 Interpretation of Drawings and Documents.** If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the Engineer a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the Engineer, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the Engineer and such addendum shall be considered a part of and incorporated in the Contract Documents.

**1-7.5 Award of Contract.** After the Proposals have been publicly opened and read aloud, they will be checked for accuracy and compliance with all provisions as specified herein.

The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as

nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

"A bid is mathematically unbalanced if the bid is structured on the basis of nominal prices for some work and inflated prices for other work; that is, each element of the bid must carry its proportionate share of the total cost of the work plus profits."

"A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted."

Award of the Contract, if it be awarded, will ordinarily be made by the Agency within 30 days after opening of the bids. Award will be made to the lowest responsive responsible bidder.

In selecting the lowest responsive responsible bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required but will not alone determine whether a bidder is competent to undertake the proposed work.

Only manufacturers or contractors of established reputation, or their duly authorized dealers or agency, having proper facilities for the manufacture of the materials or equipment and for servicing same, or for proper execution of the work called for in the contract, will be considered in making the award.

**1-7.6 Execution of Contract.** A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents within twenty-one (21) calendar days from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

Contract bonds and certificates of insurance, if required, shall be filed in all instances before delivering any equipment, materials, or performing any work under the contract; also before any purchase order shall be issued. An executed Power of Attorney form shall be submitted with all contract bonds herein specified.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

A corporation to which an award is made may be required before the contract is finally signed to furnish evidence of its corporate existence, of its right to do business in California and of the authority of the officer signing the contract and bonds for the corporation to so sign.

**1-7.7 Return of Proposal and Guarantee.** The check or bond of a bidder to whom the contract has been awarded will be returned to him after all of the acts, for the performance of which said security is required, have been fully performed. The checks or bid bonds of the second and third lowest bidders will be returned when the bidder to whom the contract has been awarded has properly executed all of the required Contract Documents. Check or bid bonds of other bidders will be returned when their proposals are rejected or in any event at the expiration of forty-five (45) days from the date of opening bids.

**1-7.8 Precedence of Contract Documents.** The order of precedence of contract document shall be:

FIRST	Requirements of law, including the Code and Ordinances of the City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.
FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

## **SECTION 2 – SCOPE OF THE WORK**

**2-2 PERMITS.** The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not

limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

## **2.10 DISPUTED WORK.**

**2.10.1 Retention of Imperfect Work.** If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the Engineer, the Engineer shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefor in the payment of the contract item due Contractor as may be just and reasonable.

## **2-11. DISPUTE RESOLUTION.**

**2-11.1 Requests for Contract Adjustments and Relief.** If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

**2-11.2 Dispute Avoidance and Resolution.** The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the Engineer.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the Engineer, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding

or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

**2-11.3 Arbitration.** Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 9-4.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

**2-11.4 Claims Disputes.** Any claims of Contractor, as “claims” are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 9-4.3 shall apply. If the contractor disputes the public entity’s written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

**2-13 DRAWINGS AND SPECIFICATIONS (“RECORD” DRAWINGS).** At all times, the Contractor shall maintain at the project a “Record” set of Drawings and Specifications to include all executed addenda, change orders, and field orders.

Prior to each progress payment the Contractor shall deliver to the Engineer, a set of contract drawings with all applicable “as constructed” notes placed/recorded thereon. Failure to provide “as constructed” plans will cause progress payment to be withheld until information is provided to City.

After completion of the work and before final payment, the Contractor shall deliver to the Engineer a complete set of contract drawings with all applicable “as constructed” noted placed/record thereon. The final form and detail of these as constructed plans are subject to the

acceptance of the Engineer.

**2-14 MARKING REMOVAL.** All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

### **SECTION 3 – CONTROL OF THE WORK**

**3-5 INSPECTION.** Inspection shall be made once a day for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.

Contractor is responsible to coordinate and obtain each utility companies (SCE, AT&T, and Charter Communication) inspection and approval.

**Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.**

**3-6 THE CONTRACTOR'S REPRESENTATIVE.** The Contractor shall furnish the Engineer with the name, address and cell/ business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

#### **3-10 SURVEYING.**

**3-10.3 Line and Grade.** Unless otherwise provided in the Technical Provisions, establishing lines and grades for construction shall be the responsibility of the Contractor, with the following provisions:

All work under this contract shall be built in accordance with the lines and grades shown on the plans. Field survey for establishing these, and for the control of construction, shall be the responsibility of the Contractor. All such surveys, including construction staking, shall be performed on all items ordinarily requiring grade and alignment, at intervals normally accepted by the agencies and trade involved.

The Contractor shall provide a copy of the office calculations and grade sheets to the Agency's Inspector. The Contractor shall be responsible for any error in the finished work, and shall notify the Engineer within 24 hours of any discrepancies or design errors discovered during staking.

Unless a separate bid item is provided, the payment for surveying, construction staking, professional services, office calculations, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

**3-10.4 Permanent Survey Markers.** The Contractor is required to locate and tie out survey monuments in the project area prior to construction involving street and highways, or City public right of way and to file with the County Surveyor a Corner Record of any such work. Prior to final payment and the issuance of a completion certificate, the Contractor is required to file a Corner Record for survey monumentation that is replaced. All such survey work shall be performed under the supervision of a California licensed Land Surveyor or a Civil Engineer authorized to perform such work.

The Contractor shall provide the Agency a copy of the office calculations and documents submitted to the County for filing in connection with the aforementioned work.

The payment for surveying, related professional services, office calculation, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

### **3-12 WORK SITE MAINTENANCE.**

**3-12.1 General.** The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the Engineer.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

**3-12.2 Air Pollution and Surface Maintenance Control.** The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at Contractor expense.

### **3-12.4. Storage of Equipment and Material.**

**3-12.4.1 General.** All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service.

**3-12.4.2 Storage in Public Streets.** Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the

Contractor is subject to a County gate fee based on tonnage.

**3-12.5.4 Protection and Restoration of Existing Improvements.** Any facilities, structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

**3-12.5.5 Access to Private Property.** The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day except blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

### **3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.**

**3-13.3 Warranty.** In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of one year after acceptance of the work by the Agency to insure that defects, which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the Engineer within thirty (30) days after written notice thereof by the Agency.

## **SECTION 4 – CONTROL OF MATERIAL**

### **4-1 GENERAL.**

**4-1.1 Warranty of Title.** No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section, however, shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no formal contract is entered into regarding such materials.



## **SECTION 5 – LEGAL RELATIONS AND RESPONSIBILITIES**

**5-4 INSURANCE.** In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

**5-5 ANTITRUST CLAIMS.** By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have as outlined above.

### **5-7 SAFETY.**

**5-7.4 Hazardous Substances.** As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

**5-7.4.1 Edison Energized Conductors.** Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilize only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

"Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."

Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

**5-7.4.2 Emergency Provisions.** Unusual conditions may arise on the work which will require that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

## SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

### 6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

**6-1.1 Construction Schedule.** The Contractor's proposed construction schedule shall be submitted to the Engineer within fourteen (14) calendar days after the date of the contract execution. The schedule shall be supported by written statements from each supplier of materials or equipment indicating that all orders have been placed and acknowledged and setting forth the dates that each item will be delivered.

The Contractor shall include in his bid all costs to perform the work under this contract in stages. The Contractor shall begin and complete work in each stage prior to starting work in subsequent stages unless previous permission is obtained from the Engineer. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the engineer.

**6-1.2 Commencement of the Work.** City may establish a Notice to Proceed (NTP) date no later than thirty (30) calendar days after the date of the contract execution. Prior to issuing the Notice to Proceed, the Engineer will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Manager and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

<b>COMPANY</b>	<b>CONTACT</b>	<b>TELEPHONE NO.</b>
Southern California Edison	Joshua Remijio	562.756.3241
Southern California Gas	Melissa Fukunaga: Tech Services Planning: Attn - Lead Planner	213.231.7281
AT&T	Terence Little	626.817.4252
	Raymond Dover	310.515.4257
Gardena Police	Dispatch	310.3237911
L.A. County Fire Dept.		310.323.7911
Time Warner Communications	Arturo Fernandez	310.750.9099
Crown Castle	Hector Aguilera	951.454.5111
Waste Resources of Gardena	Lorena Rodriguez	310.366.7600
Golden State Water Co.	Conde Ventura	310.436.6950 x107
	Joseph Salcido	310.660.0320 x101
L.A. County Flood Control	Daryll Chenoweth	626.458.3129
L.A. Sanitation District	Jon Ganz	562.908.4288
Metropolitan Water District	Civil Eng. Substructures Section	213.217.7059

Chevron Pipeline	Dave Zerler	310.669.4014
Underground Service Alert		800.422.4133

The Contractor shall submit periodic Progress reports to the Engineer by the tenth day of each month. The report shall include an updated Construction Schedule. Any deviations from the original schedule shall be explained. Progress payments will be withheld pending receipt of any outstanding reports.

**6-1.3 Working Day.** The Contractor's working hours shall be limited to the hours between 8:00 A.M. and 4:00 P.M., Monday through Friday except holidays. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the City Engineer. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

**If the Contractor works beyond the allowed working hours without prior written approval from the Engineer, the Contractor may be charged Five Hundred (\$500) for each occurrence as required by the Engineer. The amount will be deducted from a progress payment or bond.**

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars (\$25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in any one (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

**6-1.4 Notice and Service Thereof.** Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena Engineer or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department  
City of Gardena  
1717 W. 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons

last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall notify each property owner and/or tenant in the project area in writing five (5) working days prior to the start of construction. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing five (5) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

**The written notice shall be submitted to the Engineer for approval prior to being delivered.**

## **6-2 PROSECUTION OF THE WORK.**

**6-2.1 Contractor's Responsibility for Work.** Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatsoever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

## **6-3 TIME OF COMPLETION.**

**6-3.1 General.** The contract time shall begin per the City's written notification. Work must be completed within working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

**6-9 LIQUIDATED DAMAGES.** The amount of liquidated damages is hereby amended to **\$1,000** for each consecutive calendar day.

# **SECTION 7 – MEASUREMENT AND PAYMENT**

## **7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.**

**7-1.2 Method of Measure.** The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the engineer.

## **7-3 PAYMENT.**

**7-3.2 Partial and Final Payment.** The Engineer will authorize monthly partial/progress payments per Section 7-3.2 of the Standard Specifications. Contractor's monthly invoice shall

be submitted on company letterhead. Each invoice submitted shall include: project name, date of invoice, progress payment number, and purchase order number. All bid items shall be included on each invoice and include unit, unit price bid, original quantity, amount, previous payment quantity and amount, current invoice payment quantity and amount, total project payment quantity and amount. In addition, any approved change orders shall be listed on invoice. Payment to Contractor typically takes 30 days from submittal of approved invoice. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

**7-3.3 Delivered Materials.** The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the Engineer.

#### **7-4 PAYMENT FOR EXTRA WORK.**

**7-4.3 EXTRA WORK.** When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1)	Labor .....	20
2)	Materials .....	15
3)	Equipment Rental.....	15
4)	Other Items and Expenditures.....	15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

### **SECTION 8 – FACILITIES FOR AGENCY PERSONNEL**

**8-2 FIELD OFFICE FACILITIES.** The Contractor shall provide the class of field office indicated below:

☐ Class "A"

☐ Class "B"

☐ Class "C"

In the event none of the boxes are marked above, no specific field office will be required, and the use therefor of any field office will be at the Contractor's discretion. The location of any field office shall be as provided on the plans, in these Specifications or as designated by the Engineer.

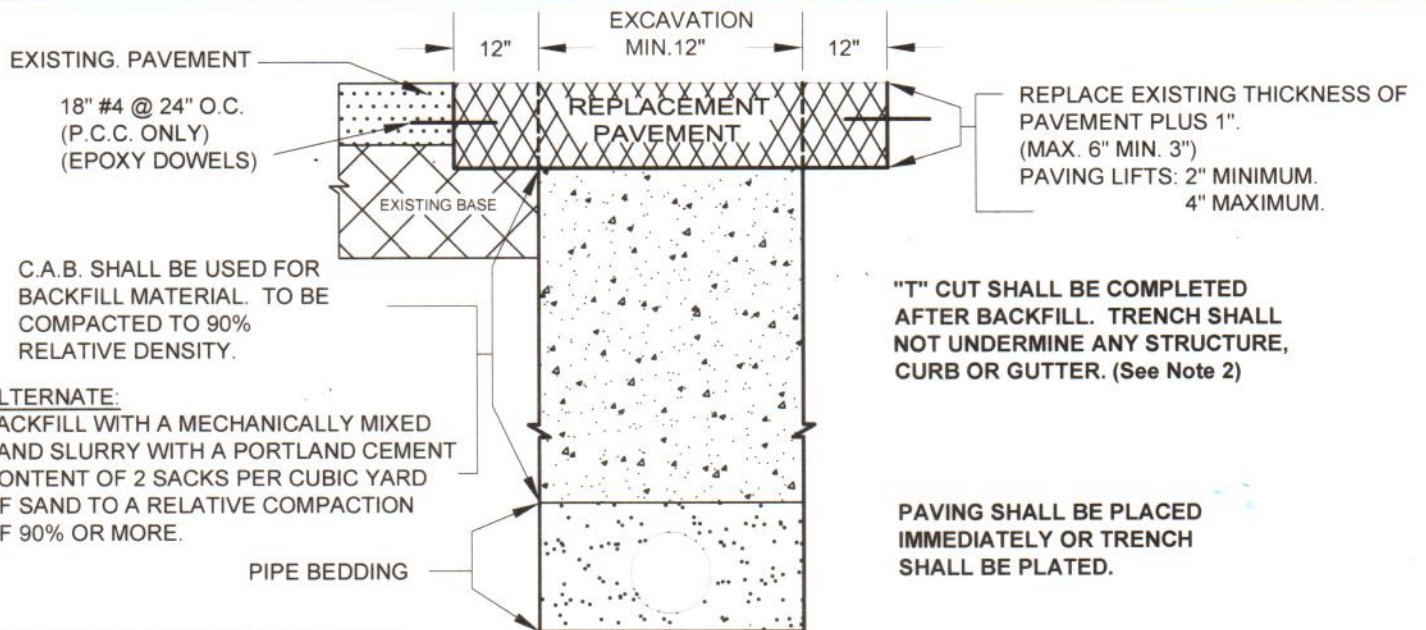
### **END OF GENERAL PROVISIONS**

# APPENDIX:

## CITY STANDARD OF TRENCH/PAVEMENT REPAIR (ST-20)

Other City Standards -  
<https://cityofgardena.org/city-standards/>





## CONSTRUCTION NOTES:

1. ALL PAVEMENT CUTS SHALL BE VERTICAL FULL DEPTH SAW CUTS, MINIMUM 5". ALL LONGITUDINAL PAVEMENT CUTS SHALL BE UNINTERRUPTED APPROXIMATELY PARALLEL TO THE TRENCH (MAX. 1:6 LONGITUDINAL VARIANCE). ALL SAWCUTS SHALL BE VERTICAL WITH NO BROKEN EDGES. BROKEN EDGES SHALL BE SAW CUT PRIOR TO PAVING. ALL SAWCUTS SHALL HAVE A MINIMUM 18" CLEARANCE FROM ANY TRAFFIC LOOPS.
2. THE EDGE OF PAVEMENT REPLACEMENT SHALL BE A MINIMUM OF 3' FROM EDGE OF GUTTER OR THE PAVEMENT SHALL BE REMOVED AND REINSTALLED TO THE GUTTER. EDGE OF TRENCH SHALL BE MINIMUM 1' FROM EDGE OF GUTTER OR CURB AND GUTTER. CONTRACTOR OR APPLICANT SHALL BE RESPONSIBLE FOR THE REMOVAL AND REPLACEMENT OF EXISTING CURB AND GUTTER THAT SHIFTED OR MOVED DURING CONSTRUCTION.
3. IN P.C.C. PAVEMENT, A CUT OR REMOVAL WITHIN 3' OF AN EXISTING JOINT, CRACK OR SCOREMARK WILL REQUIRE ALL CONCRETE TO BE REMOVED AND REINSTALLED TO THE JOINT, CRACK OR SCOREMARK. NO CONCRETE CORNERS SHALL BE LESS THAN 90 DEGREES. ALL SCORE MARKS SHALL BE FORMED IN WET CONCRETE. NO SAWCUT JOINTS WILL BE ALLOWED.

**ANY REMOVAL IN P.C.C. PARKING LANES, CROSS GUTTERS, SPANDRELS ETC. WILL REQUIRE REMOVAL AND REINSTALLATION OF THE FULL WIDTH OF THE PARKING LANE, CROSS GUTTER, SPANDREL, CURB AND GUTTER ETC.**

4. A.C. PAVEMENT SHALL BE C2 PG64-10 (CONVENTIONAL). ASPHALT PAVING OVER 300 SQ. FT. SHALL BE ACCOMPLISHED BY A SELF-PROPELLED MECHANICAL SPREADING AND FINISHING MACHINE. MINIMUM 5 TON ROLLER FOR COMPACTION IS REQUIRED. TACK COAT ALL EDGES.
5. PAVING SHALL BE PLACED ACCORDING TO THE "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" LATEST EDITION. SUBGRADE SHALL BE RECOMPACTED BY A MECHANICAL TAMPING DEVICE/ROLLER.
6. WORKING HOURS SHALL BE BETWEEN THE HOURS OF 8:00 a.m. TO 4:00 p.m. M-F, EXCEPT HOLIDAYS. WORKING HOURS MAY BE MODIFIED AS REQUIRED OR APPROVED BY THE ENGINEER.
7. ALL DAMAGED PAVEMENT MARKERS, STRIPING, TRAFFIC LOOPS, LEGENDS, SIGNS, ETC. SHALL BE REPLACED WITHIN 72 HOURS AFTER THE PAVING OPERATION. TEMPORARY STRIPING SHALL BE PROVIDED IMMEDIATELY AFTER THE PAVING OPERATION.
8. TRAFFIC CONTROL SHALL BE ACCORDING TO THE CALIFORNIA M.U.T.C.D. OR W.A.T.C.H. MANUAL AND SHALL BE REQUIRED FOR ALL WORK. TEMPORARY PEDESTRIAN ACCESS SHALL BE PROVIDED WITH A SMOOTH LEVEL SURFACE AND DELINEATED PATHWAYS.
9. CONTRACTOR SHALL NOTIFY PUBLIC WORKS 72 HOURS PRIOR TO LANE CLOSURES ON ARTERIALS AND MAJOR COLLECTORS; 48 HOURS ON ALL OTHER STREETS.
10. ALL WORK SHALL CONFORM TO THE STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION, LATEST EDITION.
11. INSPECTION REQUESTS SHALL BE MADE 24 HOURS PRIOR TO PAVING. PAVING SHALL BE INSTALLED ONLY AFTER APPROVAL OF BASE BY THE INSPECTOR.

CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION

TITLE:

TRENCH/PAVEMENT REPAIR

APP. BY:

CITY ENGINEER

DATE

DESIGNED BY

JC

2/17/16

DRAWN BY

RS

2/17/16

CHECKED BY

JF

2/17/16

DWG. NO.

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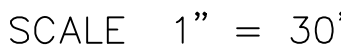








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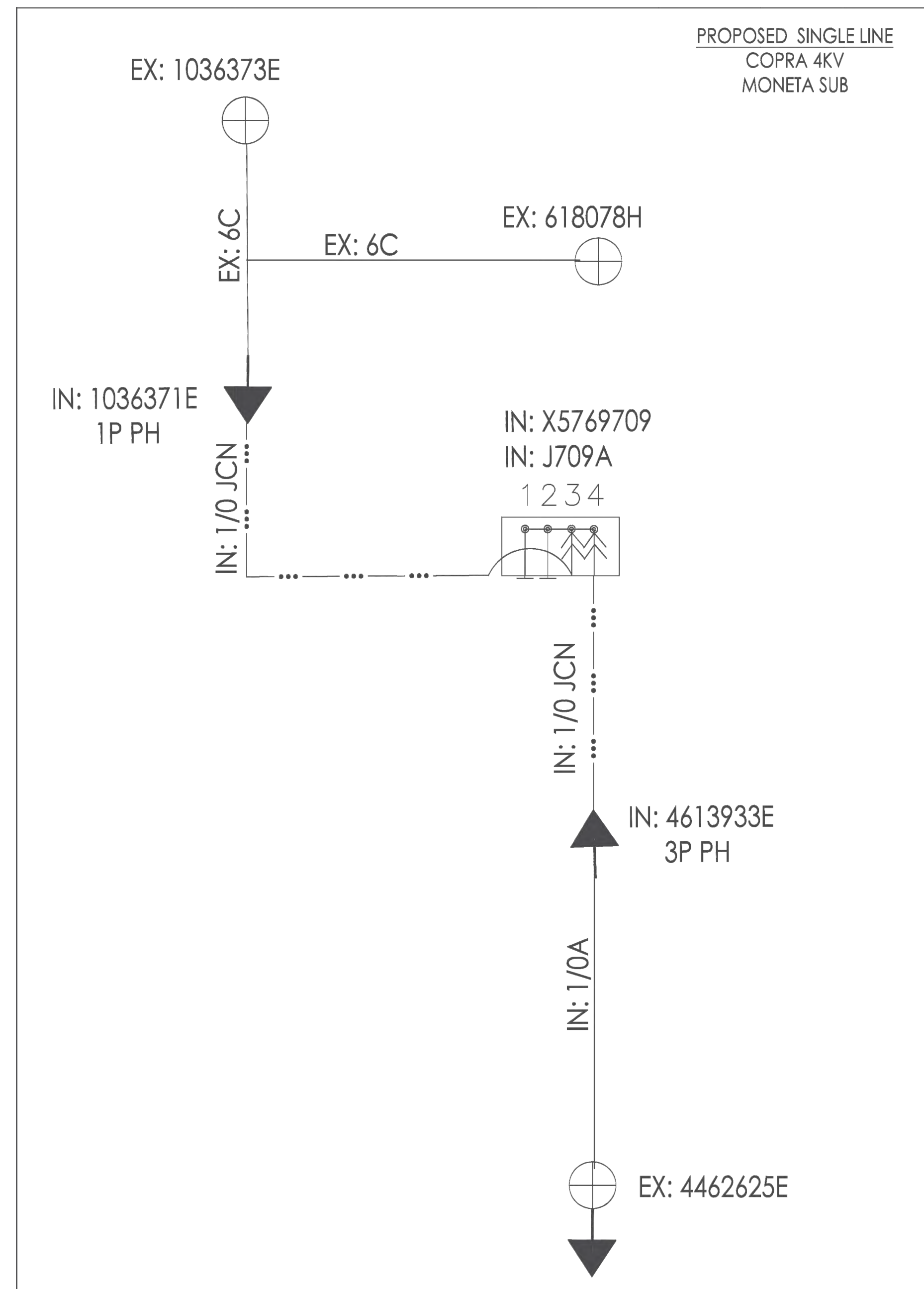
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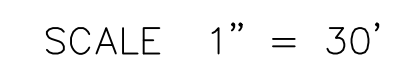
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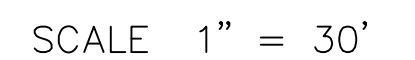



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B.M.:	—			DESIGNED BY: — DATE: <u>1/30/23</u> DRAWN BY: — DATE: <u>5</u> CHECKED BY: — DATE: <u>5</u> OF <u>6</u>			
				ALLAN RIGG DIRECTOR OF PUBLIC WORKS DWG. NO. <u>5-2611</u>			



**Inspector**  
**Jose Ortiz | Construction Coordinator | (310) 429-3459**  
**1529 Valley Dr. | Hermosa Beach, Ca 90254**

DOWNSIZE AND REPLACE EXISTING COPPER CABLE IN TO UNDERGROUND CONDUIT TO BE PLACED BY THE CUSTOMER. REMOVE EXISTING POLE. PLACE NEW DOWN GUY ON AN ADJACENT POLE. OBTAIN JPA AND EASEMENT FOR NEW CONDUIT.



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# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 17.A  
Section: DEPARTMENTAL  
ITEMS - RECREATION &  
HUMAN SERVICES  
Meeting Date: March 14, 2023

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

AGENDA TITLE: Approval of the City of Gardena Homeless Strategic Plan from March 2023-December 31, 2025

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

**Staff Recommendation: Approve the City of Gardena Homeless Strategic Plan**

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

##### **Background**

In December 2021, the City of Gardena was awarded \$110,000 via the Innovation Grant funded through Measure H and the South Bay Cities Council of Governments. Funding was to be used to develop a Homeless Strategic Plan and to hire a Homeless Coordinator. Our team released a Request for Proposal in February of 2022. In March of 2022 Gardena hired Focus Strategies to assist in the development of the Homeless Strategic Plan. The City also hired our Homeless Coordinator in July of 2022 to assist with the creation of the plan.

The City's Homelessness Strategic Plan is a planning document that proposes implementation in phases over a three-year period. The plan was developed through extensive participation and outreach to our community. The process included: information gathering, strategy development, and refinement of the plan for adoption. The city met with internal staff, external stakeholders, people with lived experiences, and the community to gather relevant data.

Throughout the months of July and August 2022, input sessions were held with 50 stakeholders, including elected officials, City staff, homelessness response service provider agencies, regional partners, and people experiencing homelessness. A Community Input Session in September 2022 gathered input from community members on their priorities and the best strategies to use in the creation of the Homeless Plan. On September 29, 2022, a Homeless Strategic Plan Study Session was conducted to review and discuss policy and program options to be outlined in the plan. In addition, monthly meetings were scheduled from June to December 2022 to gain input from City staff and incorporate their concerns and

suggestions.

Key components of the plan included:

- 1) Expand City participation in local and regional homelessness system planning bodies,
- 2) Increase coordination between City, local non-profits, and regional homeless service and housing providers,
- 3) Increase education about homelessness in Gardena, and
- 4) Adopt and strengthen policies

Additionally, the city has maintained an information page on its website (<https://cityofgardena.org/homelesssservices>) for several months to provide the community with an opportunity to review and provide feedback regarding the plan. The community was encouraged to review the plan via their social media platforms.

On February 28, 2023, a presentation of the draft plan was presented to the City Council.

Staff respectfully recommends the City Council to approve the City of Gardena Strategic Plan to reduce homelessness in the City of Gardena.

**FINANCIAL IMPACT/COST:**

The Homeless Strategic Plan is a policy document. Staff will return to the City Council for review and approval of action items as required.

**ATTACHMENTS:**

[City of Gardena Homelessness Strategic Plan\\_030323.pdf](#)

[Gardena 2282023 Homeless Plan Presentation.pdf](#)

APPROVED:

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

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Clint Osorio, City Manager



City of Gardena  
Homelessness Strategic Plan



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# CITY OF GARDENA

## HOMELESSNESS RESPONSE PLAN

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### VISION AND OVERVIEW OF PLAN

#### A. Vision

The City of Gardena aims to leverage local resources, build on current efforts, and align with the Los Angeles County Homeless Initiatives to maximize impact in preventing and responding to homelessness.

#### B. Overview

The Homelessness Response Plan provides a roadmap for the City of Gardena and its partners to achieve reductions in homelessness and improved quality of life so that all people in the community live in safe, decent, and affordable housing. The Plan outlines impactful and feasible goals for reducing homelessness and improving responses to homelessness, reflecting regional coordination opportunities and stakeholder expertise.

The Plan is informed by the results of a document review and significant stakeholder input. Four goals are identified to guide the City in achieving reductions in homelessness and improved experiences for unhoused people, stakeholders, and community members. The Plan aligns with proven strategies in homelessness response detailed in the Los Angeles County Plan, *Approved Strategies to Combat Homelessness*.<sup>1</sup> Goals, actions, metrics, timelines, and responsible parties for this Plan are cross-referenced with County strategies.

Plan Presented to City Council for Adoption	Period of Time Covered by Plan
February 2023	February 2023 - December 31, 2025

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<sup>1</sup> Los Angeles County Homeless Initiative's *Approved Strategies to Combat Homelessness* may be found at: <https://homeless.lacounty.gov/wp-content/uploads/2018/07/HI-Report-Approved2.pdf>

## **PURPOSE OF PLAN**

The City of Gardena developed this **Homelessness Response Plan** to guide its efforts to address the needs of people who are at-risk of homelessness and experiencing homelessness within the city. The Plan builds on current efforts and aligns with **Los Angeles County Homeless Initiatives** to maximize impact. It centers on the following goals related to reducing homelessness:

- Reducing inflow into homelessness through targeted prevention and diversion efforts,
- Boosting existing homelessness response efforts through increased coordination and participation in the regional homelessness system,
- Strategically funding local initiatives to reduce homelessness, and
- Promoting housing development and affordability.

## **PLANNING PROCESS**

In early 2022, the South Bay Cities Council on Governments (SBCCOG) formalized funding to support regional cities in the development of homelessness response plans. The City of Gardena elected to participate in this effort to develop a City-specific plan. In March 2022, the City began working with Focus Strategies, the contracted consulting firm for the project, to strategize and engage in planning efforts.

### **A. Information Gathering and Review**

The Plan was developed over a six-month period from April 2022 - November 2022. To inform the goals and actions within the Plan, the City and Focus Strategies engaged with City staff and Task Force members, reviewed data on homelessness within Gardena and the surrounding region, and examined related City policies and planning documents (e.g., Consolidated Plan, Housing Element, etc.). The data and documents provided critical information on the scope of homelessness in Gardena; City, community, and regional resources to prevent and respond to homelessness; and City protocols related to interacting with people experiencing homelessness. Findings from the Information Gathering and Review phase were compiled in the **Landscape Analysis of Homelessness in Gardena** completed on August 30, 2022.

## **B. Community Engagement, Goal Setting, and Strategy Development**

Throughout the months of July and August 2022, input sessions were held with 50 stakeholders, including elected officials, City staff, homelessness response service provider agencies, regional partners, and people experiencing homelessness. In addition, the City held a Community Input Session and hosted a public survey on its website to provide an opportunity for residents to share views on the most pressing concerns related to homelessness in Gardena. The survey and planning and input sessions explored topics including:

- What are the most urgent issues related to homelessness in Gardena?
- Are there trends you have noticed in the scope or needs of people experiencing homelessness within the city?
- What current resources are available within the city to prevent or respond to homelessness? What are the biggest gaps?
- What is working well, and what opportunities exist for strengthening regional coordination or strategic planning efforts?
- What short-term opportunities for policy, program, or system changes could yield a significant impact in improving outcomes for people experiencing or at-risk of homelessness, if implemented?

Findings from community and stakeholder engagement efforts were presented to City Council during a City Council Study Session on September 29, 2022.

## **CURRENT STATE OF HOMELESSNESS AND HOMELESSNESS RESPONSE**

### **A. Homelessness in Gardena**

The City of Gardena is in the South Bay Region of Los Angeles County, with a population of approximately 61,027. Of the residents in Gardena, 26% identify as Asian alone; 24% as white alone; 21% identify as Black or African American alone; 29% of the city identifies as another race, or multi-racial. 40% of Gardena residents report their ethnicity as Hispanic or Latino.<sup>2</sup> Approximately half (50.9%) of households are renters in Gardena while 49.1% are homeowners.<sup>3</sup> The median household income in Gardena is lower than for Los Angeles

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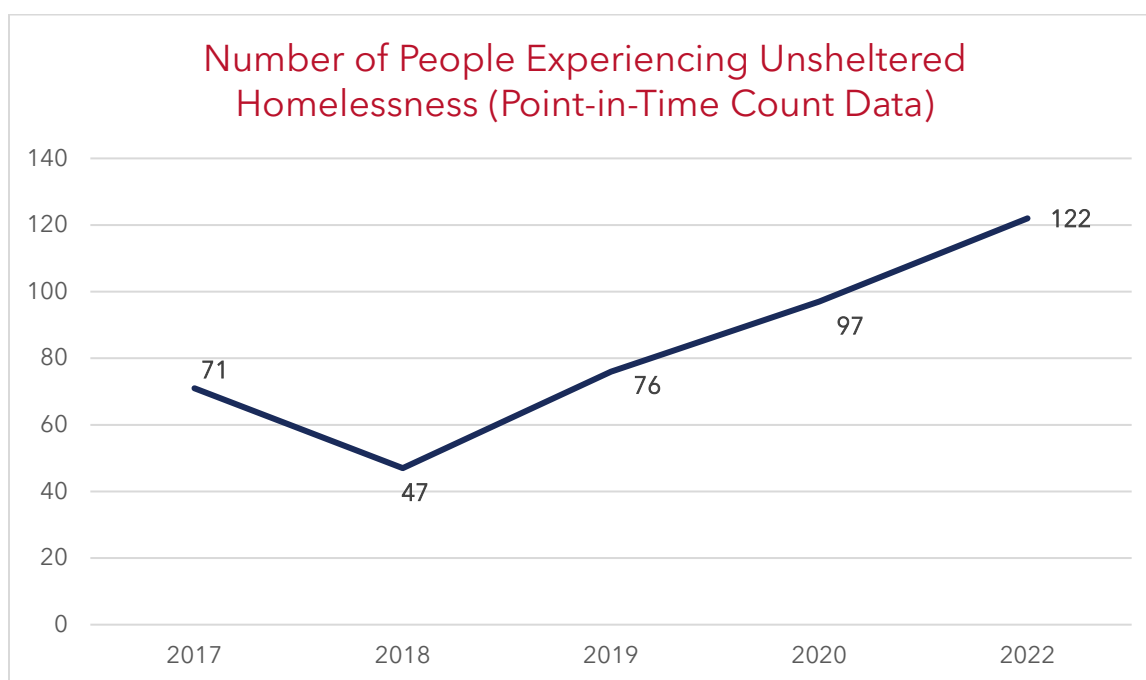
<sup>2</sup> U.S. Census Bureau, American Community Survey; 2020.

<sup>3</sup> U.S. Census Bureau, American Community Survey; 2020.

County as a whole. Approximately 21.2% of households in the City had an annual income under \$25,000 during this reporting period compared to 19.9% of households countywide. An estimated 45.9% of households in Gardena had incomes under \$50,000 annually, while 40.1% of County households fell into this income category.<sup>4</sup>

In January 2022, the Los Angeles Continuum of Care Point-in-Time Count determined there were 122 persons experiencing unsheltered homelessness within Gardena which accounts for less than 2% of the overall homelessness population in LA County. This reflects an increase from 2020 when 97 people were identified and continues a trend increase from earlier years. The methodology<sup>5</sup> for the Point-in Time Count is standard throughout LA County.

**Figure 1. Number of People Experiencing Unsheltered Homelessness Reported in Point-in-Time Counts**



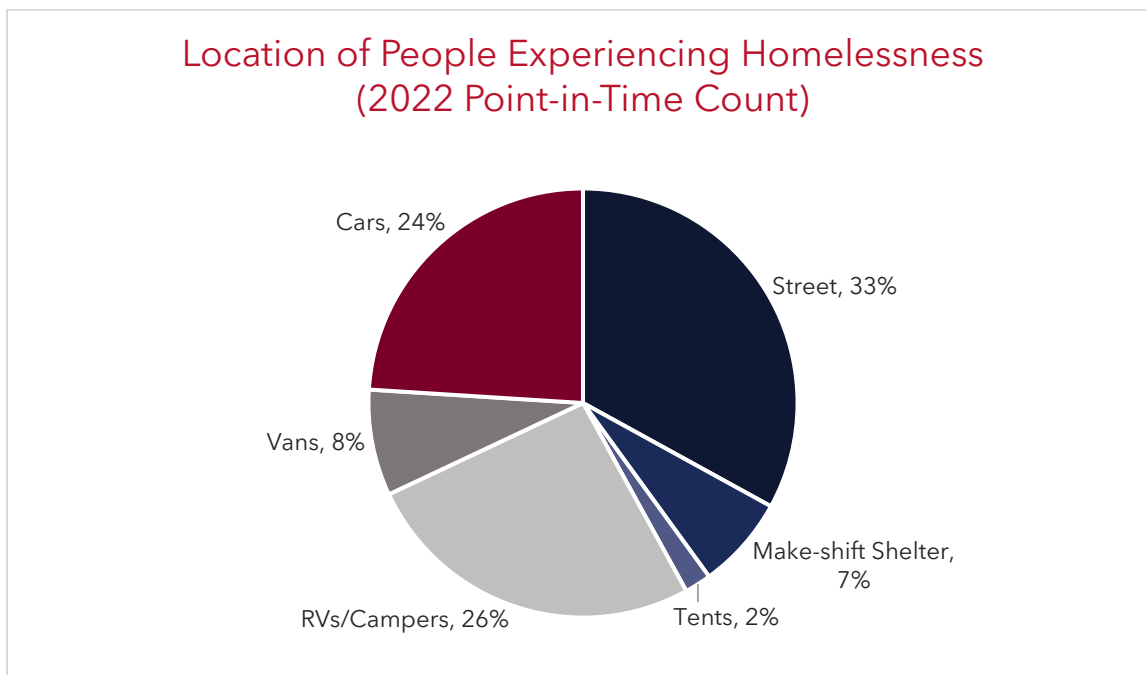
Of the people experiencing homelessness within Gardena who were reported through the Point-in-Time Count enumeration process, 100% were unsheltered and none were staying in an emergency shelter program. No emergency shelters or transitional housing programs currently exist within the City. Figure 2 shows the living situations of people experiencing

<sup>4</sup> U.S. Census Bureau, American Community Survey; 2014-2018 (5 Year Estimates).

<sup>5</sup> Los Angeles Homeless Services Authority Greater Los Angeles Homeless Count Data can be found at <https://www.lahsa.org/news?article=893-2022-greater-los-angeles-homeless-count-data>

homelessness within the City at the time of the 2022 Point-in-Time Count. As can be seen in the graph, most people who are experiencing homelessness within the City are living in a vehicle (58%) while others are staying on the streets, in tents, or make-shift shelters.

**Figure 2. Location of People Experiencing Homelessness During the Point-in-Time Count**



## **B. Homelessness Response & Policy**

Analyses of stakeholder input and document review are summarized below and reflect the current state of homelessness response in Gardena.

### **1. Increases in Homelessness**

As with much of the surrounding region and county, homelessness in Gardena has been steadily increasing over the past decade. In Gardena, contributors to the rise in homelessness likely include the lack of affordable housing, inadequate interim and permanent affordable housing resources in the region, and gaps in services that support unhoused people with those service needs to access housing. Many stakeholders expressed concern for the unknown number of individuals and families at-risk of homelessness. Stakeholders also identified concerns about people living unsheltered in unincorporated areas of Los Angeles County that neighbor the City of Gardena.

### **2. Public Health and Safety Concerns**

Concerns for the public health impacts of people experiencing unsheltered homelessness were raised in the information gathering process. Some stakeholders shared safety concerns related to the prevalence or perception of illegal activities, including substance use, in areas frequented by unsheltered people. The City of Gardena Police Department has a designated homeless liaison officer who responds to community concerns related to homeless encampments or unsheltered homelessness. The Gardena Police Department also partners with the County Department of Mental Health to conduct regular outreach with people experiencing homelessness who have behavioral health service needs with the goal of engaging people and connecting them with available services. In addition, outreach services through the Los Angeles Homeless Services Authority (LAHSA) are conducted once per week and upon request in Gardena. People Assisting the Homeless (PATH) also conduct outreach once a week and joint outreach is conducted by LAHSA, PATH and Mental Health America of Los Angeles (MHALA) every other week in Gardena.

### 3. Lack of Affordable Housing

In addition to a lack of units dedicated to people currently experiencing homelessness, stakeholder input and the review of documents and data available indicate that a dearth of affordable housing exists in Gardena. Fifty-eight percent of respondents to the City's online survey identified affordable housing as a gap within the city as it relates to community concerns about homelessness. Concerns related to rising housing costs and the lack of new or available affordable housing units are echoed in the City's HUD Consolidated Plan and Annual Action Plan and the City's Housing Element. The City of Gardena has adopted goals within the Housing Element that are intended to advance affordable housing efforts. These include:

- Providing a variety of housing options to meet the needs of all residents including seniors, low-income households, and people experiencing homelessness,
- Working with the Los Angeles County Development Agency (LACDA) to promote acceptance of Housing Choice Vouchers (HCVs) through outreach and education to renters, rental property owners and managers, and
- The City's Emergency Services Program will assist 350 persons annually who are at-risk of becoming homeless.

### 4. Strengths

The City of Gardena has taken action to reduce homelessness in several ways, notably by recently hiring Homeless Coordinator for the City within the Human Services Division Emergency Services program. The Emergency Services program operates a food pantry five days per week and provides people experiencing homelessness with food, hygiene supplies, case management, and referrals to community programs.

Data demonstrates regional linkages to the Los Angeles Coordinated Entry System are working to connect many Gardena residents experiencing homelessness to housing. In the last yearly reporting period from July 1, 2021 - June 30, 2022, 287 persons were assessed by providers and referred to the regional system. Fifty-six percent of persons referred to the system were linked to emergency or interim shelter while 34 percent were connected to Rapid Rehousing programs and 17 percent were placed into permanent housing. These numbers indicate there are strategies in place that are working for many and that can be built on to further strengthen the City of Gardena's response to homelessness.

5. Other services are provided to Gardena residents including a rent mediation program which is available to safeguard tenants from unreasonable rent increases. The rent mediation program requires property managers to provide advanced notice of rental increases and offers tenants the right to request mediation to dispute the increase. Additionally, the South Bay Workforce investment Board is contracted with the City to provide workforce training, transitional subsidized employment, and paid work experience. These programs are available to all City of Gardena residents and not targeted to those experiencing homelessness. Programs with broader target populations are unlikely to play a significant role in preventing or resolving homelessness but is part of the landscape of services in the community. Needs and Gaps in Resources

Currently, no emergency shelters or transitional housing programs operate within the City. The closest emergency shelters are in Los Angeles and Wilmington, and there is a LA Safe Parking program located nearby in Hawthorne. Hotel and motel vouchers are available but are limited due to funding constraints and specific eligibility criteria.

The following gaps in homelessness response were identified within the City:

- Rental assistance including re-housing and homelessness prevention;
- Affordable rental housing available and dedicated to people experiencing homelessness;



- Emergency housing options; and,
- Hygiene services such as mobile bathrooms and showers.

### **C. Summary of Findings**

Based on information gathered through the data collection and stakeholder engagement process, there are four key findings related to homelessness within Gardena:

1. Homelessness has increased over recent years and is a common concern in the community.
2. There are public health and safety concerns associated with people experiencing homelessness, particularly unsheltered homelessness.
3. Homelessness response services and housing linkages are working for some unhoused people; in-depth analysis is needed on strategies to scale current successes and expand housing opportunities for unhoused people in Gardena.
4. There is an insufficient supply of affordable housing for current and future needs of residents in the city.

### **D. Plan Development**

Based on the findings from the information gathering and stakeholder engagement process, the City of Gardena, with support from Focus Strategies, identified key goals for the City's Homelessness Response Plan with a focus on homelessness prevention and enrichment of existing services. To achieve successful implementation of each goal, supporting actions, major tasks, metrics, and project leads were established for each goal area.

## **HOMELESSNESS RESPONSE PLAN GOALS**

The City of Gardena identified the following goals to respond to community concerns related to homelessness and align with broader regional system strategies, approaches, and efforts:

- A. Strategically expand City participation in local and regional homelessness system planning bodies that support homelessness prevention and response strategies for households in Gardena.
- B. Increase coordination between City, local non-profits, and regional homeless service and housing providers to leverage resources and foster a more robust homelessness response in Gardena.

- C. Increase education about homelessness in Gardena to expand awareness about best practices and available resources.
- D. Adopt and strengthen policies to promote affordable housing preservation and development within the City.

### A-1. Goal

**Strategically expand City Participation in local and regional homelessness system planning bodies that support homelessness prevention and response strategies for households in Gardena.**

This goal ties to the following Los Angeles County Homeless Initiative Strategies:

- **A1/A5: Prevent Homelessness for Families and Individuals**
- **D5: Support for Homeless Case Managers**
- **E7: Strengthen the Coordinated Entry System**
- **E14: Enhance Services for Transition Age Youth**

### A-2. Supporting Actions

The table below outlines major tasks that will be required to achieve Goal A. The table reflects anticipated timeframes for completion of each task. In some cases, the timeline may be adjusted when implementation is underway to respond to emerging or extenuating circumstances.

<b>Action 1:</b> Continue to convene Gardena Homeless Taskforce on a regular basis to strategize responses to issues and concerns related to homelessness and monitor progress towards City Homeless Plan goals.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Develop and share calendar of upcoming meetings with Taskforce members.	January 2023	<ul style="list-style-type: none"> <li>• City Departments</li> </ul>
Develop and present regular updates to City Council regarding Taskforce efforts and outcomes.	Quarterly	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> </ul>
Develop and present regular updates to general public regarding Taskforce efforts and outcomes.	Bi-annually	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Taskforce Members</li> </ul>

Develop system for monitoring goals and continuously improving outcomes.	March 2023; Review Annually	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Taskforce Members</li> </ul>
<b>Action 2:</b> Participate in Greater Los Angeles Point-in-Time Count.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Participate in countywide planning efforts.	Ongoing	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Gardena Police Department</li> </ul>
Coordinate internal City department efforts to participate in PIT Count.	October - January, each year	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Gardena Police Department</li> </ul>
Utilize City and LAHSA communications platforms to recruit volunteers for PIT Count.	December - January, each year	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Homeless Task Force</li> <li>• Gardena Police Department</li> </ul>
Develop communications strategy for communicating results of PIT count to City Council and general public.	February, each year	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Emergency Services Dept</li> </ul>
<b>Action 3:</b> Continue to participate in SBCCOG homelessness response efforts.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Attend and participate in SBCCOG meetings related to housing and homelessness; maintain ongoing communications.	Ongoing	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> </ul>
Explore funding and partnership opportunities for new services or resources that are made available through the SBCCOG.	December 2023; Reviewed Quarterly	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Community Development Department</li> <li>• Regional partners</li> </ul>
<b>Action 4:</b> Participate in regional homelessness prevention and response efforts led by SPA Lead Agencies.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>

Coordinate with SPA 8 Lead Agencies to identify appropriate regional meetings to attend.	January 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Attend and participate in identified meetings.	Ongoing	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
<b>Action 5:</b> Encourage participation in regional problem-solving trainings for key city dept staff who frequently engage with persons experiencing, or at-risk of, homelessness.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Maintain communications with regional and countywide providers to identify potential training opportunities.	Ongoing	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Identify and recruit key staff to participate in trainings.	March 2023; Reviewed Bi-annually	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Incorporate regional training into onboarding and ongoing learning for key staff.	June 2023; Reviewed annually	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Develop survey to identify key learnings by key staff participating in trainings.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
<b>Action 6:</b> Utilize the regional Homeless Management Information System (HMIS) and Coordinated Entry System to:		
<ul style="list-style-type: none"> <li>Support improvement of local data on people experiencing homelessness, and</li> <li>Streamline referrals to resources within the regional system.</li> </ul>		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Develop and deliver reports on efforts and outcomes to taskforce, city council and general public related to homelessness response	March 2023; Quarterly; Bi-annually; as needed	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homelessness Taskforce</li> </ul>
Create process for tracking and referral utilizing the HMIS system.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>

### **A-3. Necessary Policy or Administrative Changes to Achieve Goal**

This goal may require policy or administrative changes should new partnership or funding opportunities be pursued through the local and regional coordination efforts.

### **A-4. Goal Measurement**

**Metric-1:** Taskforce meetings are held regularly with consistent and significant attendance; agenda items include current issues and concerns; monitoring of Plan goals occurs; reporting to City Council and general public occurs regularly.

- Data Sources: City department internal memos/updates
- Internal Progress Management Lead: Homeless Taskforce Chair/Co-chair

**Metric-2:** City Department participation in annual Greater Los Angeles Point-in-Time Counts.

- Data Sources: City Department internal memos/updates
- Internal Progress Management Lead: City Homelessness Coordinator/City Lead

**Metric 3:** City department regularly participates in regional homelessness response meetings, such as those convened by the South Bay Cities Council of Governments and SPA 8 Lead Agencies.

- Data Sources: City department internal memos/updates
- Internal Progress Management Lead: City Homelessness Coordinator

**Metric 4:** Development and delivery of reports on referrals to regional Coordinated Entry System through the Homeless Management Information System (HMIS).

- Data Sources: HMIS generated reports; quarterly CES reports from LAHSA
- Internal Progress Management Lead: City Homelessness Coordinator

### **A-5. City Resources Leveraged to Achieve Goal**

Staff time will be needed for activities including but not limited to:

- participation in meetings and activities of the Gardena Homeless Taskforce;
- planning for and participation in the Greater Los Angeles Point-in-Time Count;
- participation in SBCCOG Homeless Taskforce meetings and SPA coordination meetings;

- reviewing and responding to concerns related to homelessness and assisting with referrals;
- developing training surveys and methods to track services delivered;
- and preparation and delivery of reports on activities to City Council.

Accomplishing the actions for this goal may require utilization of City of Gardena communication platforms, including the City's website.

### B-1. Goal

**Increase coordination between City, non-profit organizations, community partners, and regional homeless service and housing providers to leverage resources and foster a more robust homelessness response in Gardena.**

This goal ties to the following Los Angeles County Homeless Initiative Strategies:

- **A1/A5: Prevent Homelessness for Families and Individuals**
- **E7: Strengthen the Coordinated Entry System**

### B-2. Supporting Actions

The table below outlines major tasks that will be required to achieve Goal B. The table reflects anticipated timeframes for completion of each task and/or timeline may be adjusted when implementation is underway to respond to emerging or extenuating circumstances.

<b>Action 1:</b> Operate the City's homelessness prevention program through the Emergency Services Division of the Recreation and Human Services Department to serve individuals and families at-risk of homelessness.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Provide prevention and diversion services to individuals and family households at risk of homelessness.	Ongoing	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Los Angeles Homeless Services Authority</li> <li>• PATH</li> <li>• Harbor Interfaith</li> <li>• South Bay City Council of Government</li> </ul>

Develop report for tracking implementation and effectiveness of prevention and diversion services.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
In coordination with SBCCOG and LAHSA, evaluate outcomes of prevention and diversion efforts.	Dec. 2023; Reviewed Quarterly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homelessness Taskforce</li> </ul>
<b>Action 2:</b> Identify opportunities to leverage or designate city resources for prevention and diversion program expansion and/or sustainability beyond current program period.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Research potential funding and apply where applicable.	June 2023; review quarterly or as needed as new funding emerges	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Community Development Department</li> </ul>
Present outcomes and updates to City Council for consideration.	Quarterly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Community Development Department</li> </ul>
<b>Action 3:</b> Leverage partnerships and opportunities to expand access to basic needs services within Gardena (showers, laundry, mailing address, transportation resources, etc).		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Develop a plan with regional and city partners to evaluate opportunities that could be developed for Gardena residents.	June 2023; Review quarterly or as needed as new funding emerges	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Community Development Department</li> </ul>
Review and identify new opportunities for services with Homeless Taskforce.	Bi-monthly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homelessness Taskforce</li> </ul>
<b>Action 4:</b> Formalize partnerships and leverage opportunities to expand outreach and engagement services focused on people living unsheltered in Gardena including Gardena/Hawthorne Mental Evaluation Team (GHMET).		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Host a partner meeting between the City of Gardena, City of Hawthorne and the L.A. County Department of Mental Health to explore opportunities to	March 2023	<ul style="list-style-type: none"> <li>L.A. County Department Mental Health</li> <li>Gardena PD</li> <li>Neighboring Cities</li> </ul>

expand outreach and engagement services in Gardena.		<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Explore opportunities to expand formal partnerships between service providers and Gardena/Hawthorne Mental Evaluation Team (GHMET).	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Gardena PD-GMHET</li> </ul>
<b>Action 5:</b> Leverage regional programs to support access to temporary placements (emergency/transitional housing). Explore partnerships and opportunities to improve access to emergency housing.		
Major Tasks	Timeline	Key Stakeholders Involved
Increase utilization of the Los Angeles Coordinated Entry System.	December 2023; Reviewed Quarterly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homeless Coordinator</li> </ul>
Increase utilization of the L.A. Safe Parking program in neighboring Cities.	December 2023; Reviewed Quarterly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homeless Coordinator</li> <li>Neighboring Cities</li> </ul>
<b>Action 6:</b> Explore and, as appropriate, pursue opportunities to apply for and/or direct funds to existing strategies and programs addressing homelessness in Gardena.		
Major Tasks	Timeline	Key Stakeholders Involved
Present outcomes and updates to City Council for consideration.	As Needed	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Review funding opportunities on an ongoing basis.	Quarterly	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>

### B-3. Policy or Administrative Changes to Achieve Goal

This goal may require policy or administrative changes should new partnership or funding opportunities be pursued.

### B-4. Goal Measurement

**Metric-1:** Delivery of prevention and/or diversion assistance for a minimum of 25 households per quarter. Measure effectiveness and establish baseline for improvement.

- Data Sources: Emergency Services data tracking, HMIS
- Internal Progress Management Lead: Emergency Services Division

**Metric-2:** Identify local resources that could be pursued to support expansion and sustainability of prevention and diversion programs.



- Data Sources: Internal City Department memo/update
- Internal Progress Management Lead: Emergency Services and Community Development

**Metric 3:** Increase access to services for unhoused people in Gardena.

- Data Sources: Internal tracking of resource availability; posting on City website
- Internal Progress Management Lead: Homeless Coordinator

**Metric 4:** Increase outreach activities to unsheltered populations with complex behavioral health service needs in the City of Gardena.

- Data Sources: LAHSA CES quarterly reports; GHMET reports; HMIS
- Internal Progress Management Lead: Homeless Coordinator/Gardena Police Department.

**Metric 5:** Increased placements in emergency and permanent housing for City of Gardena unsheltered residents.

- Data Sources: LAHSA CES quarterly reports; Annual Point in Time Count data; HMIS
- Internal Progress Management Lead: Emergency Services Department

**Metric 6:** Analyze potential funding opportunities with eligible uses of funds that include homelessness and housing programs and make appropriate recommendations.

- Data Sources: Internal City Department memo/update
- Internal Progress Management Lead: Emergency Services Department

#### **B-5. City Resources Leveraged to Achieve Goal**

Should the City decide to leverage and/or dedicate staffing towards prevention and/or diversion efforts for residents of Gardena, there will be associated financial costs. These costs will be researched and reviewed as part of the implementation process for this goal. In addition, staff time will be needed for activities including but not limited to:

- participation in planning, operation, and evaluation of prevention and problem solving activities;
- coordination with SBCCOG and regional providers regarding resource connections;

- participation in applicable trainings and/or review of relevant resources on best practices; and
- research and staff analysis of potential funding sources to support service expansion.

### C-1. Goal

**Increase education about homelessness within Gardena to expand awareness of best practices and available resources.**

This goal ties to the following Los Angeles County Homeless Initiative Strategies:

- **A1/A5: Prevent Homelessness for Families and Individuals**
- **B3: Expand Rapid Rehousing**
- **B4: Facilitate Utilization of Federal Housing Subsidies**
- **E6: Expand Countywide Outreach System**

### C-2. Supporting Actions

The table below outlines major tasks that will be required to achieve Goal C. The table reflects anticipated timeframes for completion of each task and/or timeline may be adjusted when implementation is underway to respond to emerging or extenuating circumstances.

<b>Action 1:</b> Develop and implement a training strategy for city departments regarding availability of and ways to access homelessness response resources. The training may be developed internally or in partnership with local or regional entities with expertise in available resources.		
Major Tasks	Timeline	Key Stakeholders Involved
Determine list of key departments and personnel for participation in training(s).	March 2023	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> <li>• Community Development</li> <li>• Gardena PD</li> <li>• Gardena Transportation (GTRANS)</li> </ul>
Determine if project deliverables will be designed internally or via a contracted provider.	March 2023	<ul style="list-style-type: none"> <li>• Recreation and Human Services Department</li> </ul>

Draft or review training materials; Finalize and present developed materials.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Maintain and/or coordinate with regional provider to receive regularly updated resource lists.	Ongoing	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
<b>Action 2:</b> Develop partnership with schools and organizations that serve families with children and provide regular updates on available resources including homelessness prevention resources.		
Major Tasks	Timeline	Key Stakeholders Involved
Identify and outreach to potential partners such as: LA Unified school district, City departments, County departments, etc.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>McKinney Vento Liaison with LA Unified School District</li> <li>Gardena Community of Schools</li> <li>Recreation and Human Services Department</li> </ul>
Develop an ongoing communications strategy for continued engagement.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Develop schedule for updates to relay resources on City website and other communication platforms.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
<b>Action 3:</b> Develop and implement a communications strategy to increase awareness within Gardena about homelessness and available prevention and response resources, including an approach that is tailored toward local schools, healthcare facilities and the business community.		
Major Tasks	Timeline	Key Stakeholders Involved
Decide upon key elements of communications strategy (e.g., website, town halls, monthly meetings, listserv etc.).	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Homeless Task Force</li> </ul>
Determine if project deliverables will be designed internally or via a contracted provider.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Research and/or review effective communications strategy samples.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>

Draft and/or review initial draft materials; finalize and publish/present developed materials.	June 2023	<ul style="list-style-type: none"> <li>Homeless Task Force</li> </ul>
Review and update materials at regular intervals.	Ongoing	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>

### C-3. Necessary Policy or Administrative Changes to Achieve Goal

This goal may require policy or administrative changes to support new partnerships or institutionalize new training protocols.

### C-4. Goal Measurement

**Metric 1:** Track number of staff trained, and trainings held.

- Data Sources: Internal City Department memo/update; staff training agendas and rosters
- Internal Progress Management Lead: Emergency Services Department

**Metric 2:** Track number of engagements with schools and organizations that serve seniors, veterans, and families/youth to provide resource information.

- Data Sources: Internal City Department memo/update
- Internal Progress Management Lead: Emergency Services and Community Development

**Metric 3:** Completion and publication of communication materials. Track community engagement activities and participation.

- Data Sources: City department internal memos/updates
- Internal Progress Management Lead: Emergency Services and Community Development

### C-5. City Resources Leveraged to Achieve Goal

Staffing time will be needed for related activities including but not limited to; developing partnerships with other regional partners, engaging key homeless services providers, and collaborating with the Continuum of Care (LAHSA). Additionally, City resources may be required to cover materials and printing costs associated with outreach and communication strategies.

## D-1. Goal

**Adopt and strengthen policies to further promote affordable housing preservation and development within the city.**

This goal ties to the following Los Angeles County Homeless Initiative Strategies:

- **F4: Development of Second Dwelling Units Program**
- **F5: Incentive Zoning/Value Capture Strategies**
- **F7: Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals**

## D-2. Supporting Actions

The table below outlines major tasks that will be required to achieve Goal D. The table reflects anticipated timeframes for completion of each task and/or timeline may be adjusted when implementation is underway to respond to emerging or extenuating circumstances.

<b>Action 1:</b> Explore opportunities within Housing Element to monitor and preserve existing affordable housing and to expand housing stock prioritizing households in low and very low-income thresholds.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Staff to develop Housing Element schedule, review existing conditions, issues, opportunities, and challenges including assessment of appropriateness for homelessness housing and Accessory Dwelling units targeted to extremely low income households.	December 2023	<ul style="list-style-type: none"><li>• Recreation and Human Services Department</li><li>• Office of City Manager</li></ul>
Conduct housing assessment and needs analysis, survey vacant developable land, and housing production constraints analysis.	December 2024	<ul style="list-style-type: none"><li>• Recreation and Human Services Department</li></ul>
City staff to explore potential policies and programs that will develop various housing types for low and very low-income households.	December 2024	<ul style="list-style-type: none"><li>• Recreation and Human Services Department</li></ul>

Draft Housing Element and facilitate community engagement process.	June 2029	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Finalize and adopt Housing Element Update.	September 2029	<ul style="list-style-type: none"> <li>Community Development Department</li> <li>Recreation and Human Services Department</li> </ul>
<b>Action 2:</b> Develop an engagement and outreach strategy to strengthen partnerships with Gardena landlords and property owners to educate and encourage renting to individuals or families with housing subsidies or other third-party rental assistance.		
Major Tasks	Timeline	Key Stakeholders Involved
Identify regional partners like Los Angeles Development Authority to leverage existing landlord and property owner engagement opportunities.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>LAHSA</li> <li>South Bay City Council of Government</li> <li>Community development department</li> <li>Office of City Manager</li> <li>Homeless Task Force</li> </ul>
Meet with regional partners to determine opportunities to provide outreach and engagement in Gardena.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Develop plan to engage landlords in City.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Community Development Department</li> <li>Office of City Manager</li> <li>Rent Mediation Board</li> </ul>
Refining materials and/or creation of outreach materials.	September 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
<b>Action 3:</b> Develop and post a listing of affordable rentals in Gardena for public access.		
Major Tasks	Timeline	Key Stakeholders Involved
Explore regional opportunities for partnerships.	March 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>

Identify mechanism for engaging Gardena landlords and property owners to participate in a listing of affordable rentals in the City.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> </ul>
Determine who is responsible for maintenance of an up-to-date listing of affordable housing rentals in Gardena and how it will be updated.	June 2023	<ul style="list-style-type: none"> <li>Recreation and Human Services Department</li> <li>Community Development Department</li> <li>Office of City Manager</li> <li>Rent Mediation Board</li> </ul>
<b>Action 4:</b> Explore opportunities to utilize HUD HOME-ARP and PLHA funding for affordable housing with dedicated units to households who are at-risk of experiencing homelessness.		
<b>Major Tasks</b>	<b>Timeline</b>	<b>Key Stakeholders Involved</b>
Evaluating opportunities to utilize HUD HOME-ARP and PLHA funding with housing development projects in the City of Gardena to create affordable units for unsheltered populations.	December 2023	<ul style="list-style-type: none"> <li>Community development department</li> <li>Recreation and Human Services Department</li> </ul>

### D-3. Policy or Administrative Changes to Achieve Goal

This goal may require City of Gardena policy or administrative changes related to land use or zoning requirements affecting affordable housing development or preservation.

### D-4. Goal Measurement

**Metric 1:** Inclusion of specific strategies within Housing Element that address needs of people at-risk or experiencing homelessness.

- Data Sources: City department internal memos/updates; revised Housing Element document
- Internal Progress Management Lead: Homeless Taskforce Chair/Co-chair

**Metric 2:** Increased number of identified Gardena landlords and Property Owners actively engaging in housing subsidy programs or other third-party rental assistance programs.

- Data Sources: City Department internal memos/updates
- Internal Progress Management Lead: City Homelessness Coordinator/City Lead

**Metric 3:** Completion of a listing of affordable rentals in Gardena. Creation of an effective system to regularly update the listing for optimal public access and utilization.

- Data Sources: City department internal memos/updates; completed listing
- Internal Progress Management Lead: Homeless Coordinator

**Metric 4:** Identify available funding streams through HUD HOME-ARP and PLHA

- Data Sources: City department internal memo/update
- Internal Progress Management Lead: Emergency Services and Community Development

#### **D-5. City Resources Leveraged to Achieve Goal**

Staffing time will be needed for related activities including but not limited to; participation in exploring, developing, and evaluating policies and funding sources to further promote affordable housing preservation and development within the city. Should the City decide to leverage and/or dedicate staffing towards the exploration of funding and/or development of affordable housing preservation efforts, there will be associated financial costs. These costs will be researched and reviewed as part of the implementation process for this goal. Funding may also be required to support landlord outreach and engagement strategies, such as establishing a risk mitigation fund for landlords, depending on the specific components of the engagement strategy developed under Action 2.

#### **PLAN IMPLEMENTATION LEAD**

The primary contact for the City of Gardena's Homelessness Strategic Plan is Stephany Santin, Director of Recreation and Human Services, City of Gardena. Contact information is included below:

City of Gardena  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **COUNTY HOMELESS INITIATIVE STRATEGIES**

The following table summarizes the City of Gardena's current and planned areas of collaboration or alignment with the Los Angeles County Homeless Initiative Strategies.



Plan to Participate	Currently Participating	County Homeless Initiative Strategies
<b>A. Prevent Homelessness</b>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A1. Homeless Prevention for families
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A5. Homeless Prevention for Individuals
<b>B. Subsidize Housing</b>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B3. Partner with Cities to Expand Rapid Rehousing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B4. Facilitate Utilization of Federal Housing Subsidies
<input type="checkbox"/>	<input type="checkbox"/>	B6. Family Reunification Housing Subsidies
<input type="checkbox"/>	<input type="checkbox"/>	B7. Interim/Bridge Housing for those Exiting Institutions
<input type="checkbox"/>	<input type="checkbox"/>	B8. Housing Choice Vouchers for Permanent Supportive Housing
<b>C. Increase Income</b>		
<input type="checkbox"/>	<input type="checkbox"/>	C1. Enhance the CalWORKs Subsidized Employment Program for Homeless Families
<input type="checkbox"/>	<input type="checkbox"/>	C2. Increase Employment for Homeless Adults by Supporting Social Enterprise
<input type="checkbox"/>	<input type="checkbox"/>	C4/5/6. Countywide Supplemental Security/Social Security Disability Income and Veterans Benefits Advocacy
<input type="checkbox"/>	<input type="checkbox"/>	C7. Subsidize Employment for Homeless Adults
Plan to Participate	Currently Participating	County Homeless Initiative Strategies
<b>D. Provide Case Management and Services</b>		
<input type="checkbox"/>	<input type="checkbox"/>	D2. Jail In-Reach
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D5. Support for Homeless Case Managers
<input type="checkbox"/>	<input type="checkbox"/>	D6. Criminal Record Clearing Project
<input type="checkbox"/>	<input type="checkbox"/>	D7. Provide Services for Permanent Supportive Housing
<b>E. Create a Coordinated System</b>		
<input type="checkbox"/>	<input type="checkbox"/>	E4. First Responders Training
<input type="checkbox"/>	<input type="checkbox"/>	E5. Decriminalization Policy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	E6. Expand Countywide Outreach System
<input checked="" type="checkbox"/>	<input type="checkbox"/>	E7. Strengthen the Coordinated Entry System (CES)
<input type="checkbox"/>	<input type="checkbox"/>	E8. Enhance the Emergency Shelter System
<input type="checkbox"/>	<input type="checkbox"/>	E10. Regional Coordination of Los Angeles County Housing Agencies
<input checked="" type="checkbox"/>	<input type="checkbox"/>	E14. Enhance Services for Transition Age Youth
<b>F. Increase Affordable/Homeless Housing</b>		
<input type="checkbox"/>	<input type="checkbox"/>	F1. Promote Regional SB2 Compliance and Implementation
<input type="checkbox"/>	<input type="checkbox"/>	F2. Linkage Fee Nexus Study

<input checked="" type="checkbox"/>	<input type="checkbox"/>	F4. Development of Second Dwelling Units Program
<input type="checkbox"/>	<input type="checkbox"/>	F5. Incentive Zoning/Value Capture Strategies
<input type="checkbox"/>	<input type="checkbox"/>	F6. Using Public Land for Homeless Housing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	F7. Preserve and Promote the Development of Affordable Housing for Homeless Families and Individuals
<input type="checkbox"/>	<input type="checkbox"/>	F7. Housing Innovation Fund (One-time)

## APPENDIX

### A. Los Angeles County Homeless Initiative: Approved Strategies

In 2015, the Los Angeles County Board of Supervisors launched the Homeless Initiative to create a coordinated, effective, stakeholder developed, response to the pervasive and increasing homelessness crisis in the region. The resulting set of strategies, organized in 6 key areas, form the basis of the *Approved Strategies to Combat Homelessness*<sup>6</sup>. Details on those strategies referenced in the City's Homelessness Response Plan and aligned with the City's current and future efforts to address homelessness are included in the table below.

Strategy	Brief Description <sup>7</sup>
<b>A. Prevent Homelessness</b>	
A1./A5. Homeless Prevention Program for Families and Individuals	Develop an integrated, comprehensive homeless prevention program for families and individuals that draws on existing models and builds upon existing County homeless prevention funding sources. Prevention includes rental/housing subsidies, case management and employment services, and legal services.
<b>B. Subsidize Housing</b>	
B3. Partner with Cities to Expand Rapid Rehousing	Develop plan/plans to increase Rapid Rehousing funding for homeless families, single adults and youth who would benefit from a short to intermediate housing intervention and supportive services to regain housing stability.
B4. Facilitate Utilization of Federal Housing Subsidies	Develop and implement a plan/plans to increase utilization of Federal Housing Subsidies by providing incentives to landlords to accept subsidized tenants.
<b>D. Provide Case Management and Services</b>	

<sup>6</sup> Los Angeles County Homeless Initiative's *Approved Strategies to Combat Homelessness* may be found at: <https://homeless.lacounty.gov/wp-content/uploads/2018/07/HI-Report-Approved2.pdf>

<sup>7</sup> Descriptions are excerpted or summarized from *Approved Strategies to Combat Homelessness*.

D5. Support for Homeless Case Managers	Develop and implement a plan/plans to support community-based case managers who are working with households experiencing homelessness.
<b>E. Create a Coordinated System</b>	
E6. Expand Countywide Outreach System	Leverage current outreach efforts and create a countywide network of multidisciplinary, integrated street-based teams to identify, engage and connect, or re-connect, households experiencing homelessness to interim and/or permanent housing and supportive services.
E7. Strengthen the Coordinated Entry System	Strengthen the Coordinated Entry System through efforts that may include strengthening the network of housing locators in each SPA, implementing core curricula for staff participating in CES, contributing funding to CES to support housing connections, etc..
E14. Enhance Services for Transition Age Youth	Support strategies to prevent and respond to homelessness among transition age youth, which may include contributing funding to support services, strengthening collaboration with community-based organizations serving youth, etc..
<b>F. Increase Affordable/Homeless Housing</b>	
F4. Development of Second Dwelling Units Program	Support the development of second units on single-family lots through the review process and technical assistance, which could be specifically tied to subsidized and/or homeless housing.
F5. Incentive Zoning/Value Capture Strategies	Assess and implement various Incentive Zoning/Value Capture strategies (e.g., transportation, infrastructure investments, zoning changes, density bonus) for potential increases in land values and profit opportunities for private landowners, for the benefit of the public good.
F7. Preserve and Promote the Development of Affordable Housing for Homeless Households	Preserve current affordable housing and promote the development of affordable housing for households experiencing homelessness



# CITY OF GARDENA

## HOMELESSNESS STRATEGIC PLAN OVERVIEW

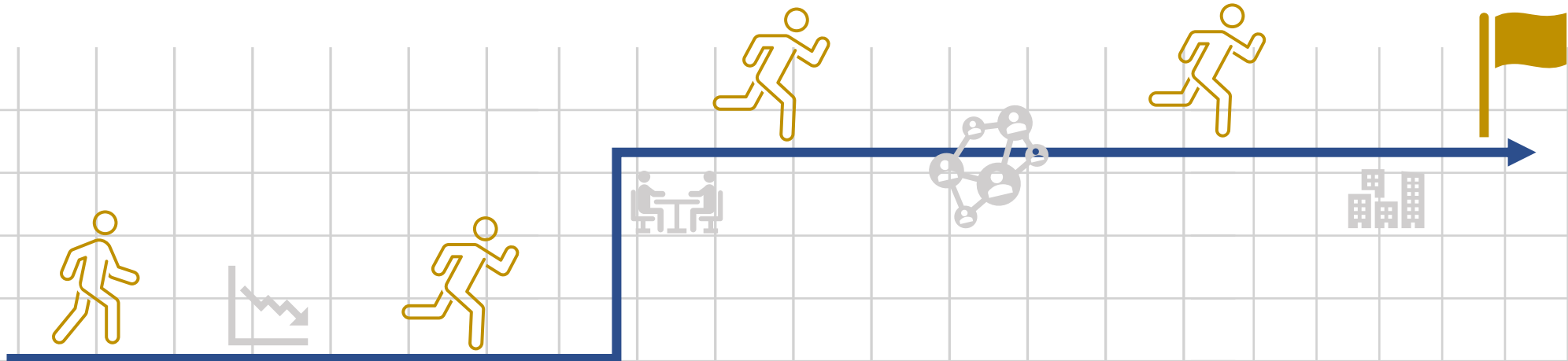
**Presenter: Dianna Espinoza and Stephany Santin**  
**February 28, 2023**



# Project Overview

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Focus Strategies worked alongside local government staff and community stakeholders to identify the core challenges and strategic opportunities for preventing and reducing homelessness in the city. **City staff and Focus Strategies have developed a Strategic Plan with achievable goals and actionable strategies to respond to homelessness in the city.**





# Project Overview Timeline

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1. Approved for funding in December of 2021. Received \$110,000 (30,000 for plan and 80,000 for position)
2. RFP (request for proposal) completed February 2022 to develop our Plan.
3. April of 2022 awarded contract to Focus Strategies to develop the Plan. First meeting May of 2022 to January 2023.
4. The goal is to develop a plan to reach functional zero in 5 years.

\***Functional Zero** is the point when a community's homeless services system is able to prevent homelessness whenever possible and ensure that when homelessness does occur, it is rare, brief and one-time.







# Review of City of Gardena Plan Development Process

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Phase	Status
Initial Information Gathering and Needs Assessment	Completed
Community Engagement, Goal Setting and Strategy Development	Completed
Plan Drafting, Refinement and Adoption	Completed



# Review of Data Collection and Analysis Efforts

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Stakeholders Engaged	Form of Engagement
Internal City Stakeholders	Interviews
External Stakeholders	Survey Tool, Community Input Session, Interviews
People Experiencing Homelessness	Interviews, Survey Tool
City Data and Related Documents (e.g., Point-in-time Count Data)	Quantitative Data Collection
Gardena Homeless Taskforce	Group Discussion, Qualitative Data





# Community Engagement Findings

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Based on information gathered through the data collection and stakeholder engagement process, 4 key findings emerged related to Homelessness in Gardena:



1. Homelessness has increased over recent years and is a common concern in the community.



2. There are public health and safety concerns associated with people experiencing homelessness, particularly unsheltered homelessness.



## Community Engagement Findings (Cont'd)

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3. Homelessness response services and housing linkages are working for some unhoused people; strategies are needed to scale current successes and expand housing opportunities for unhoused people in Gardena.



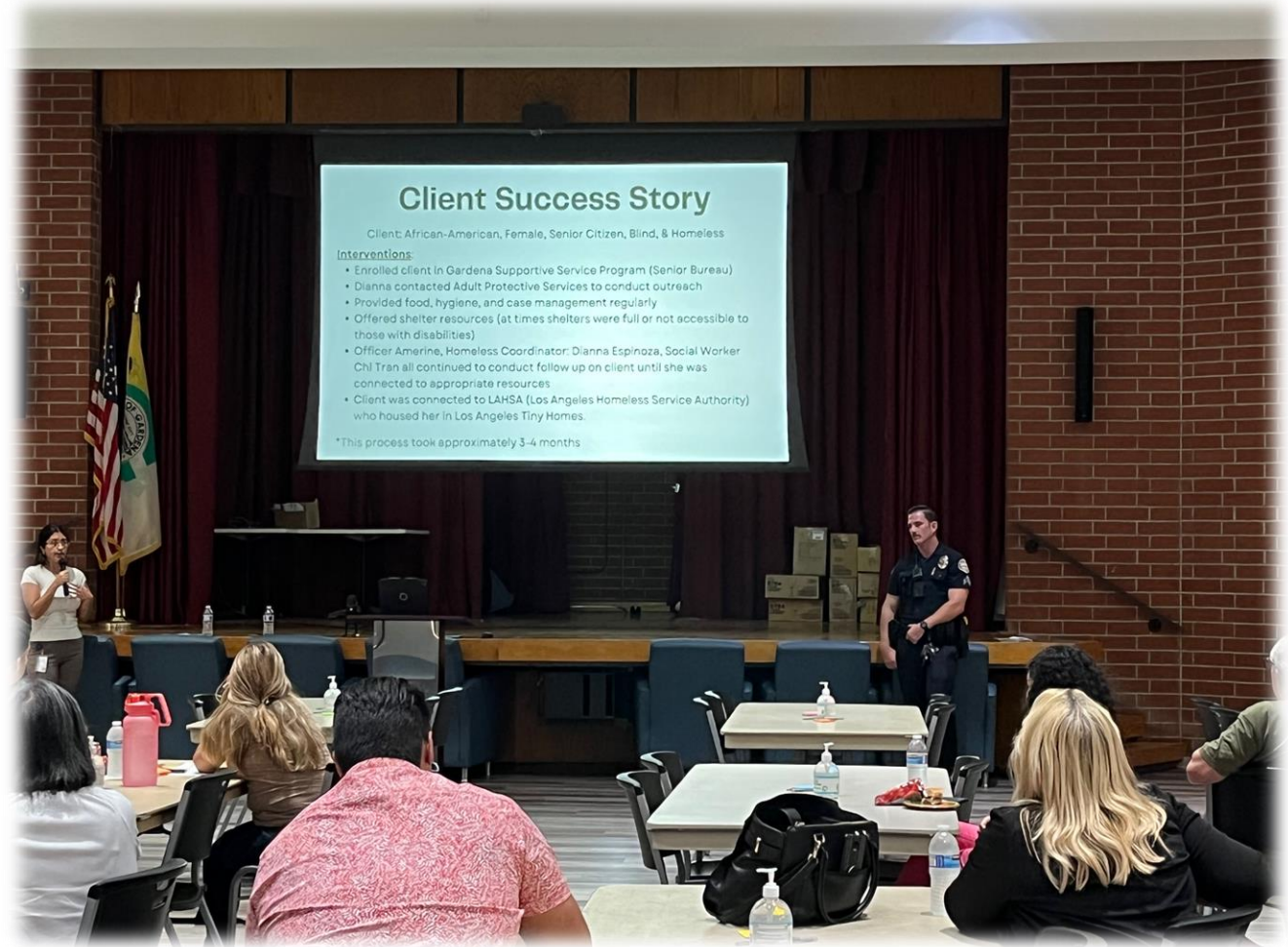
4. There is an insufficient supply of affordable housing for current and future needs of city residents.



# Client Success Story

**Client 1- At-Risk Homelessness.** Male, Senior- On a fixed income and at risk of homelessness. Was being evicted because he could no longer afford his rent. Dianna conducted intake and concluded based on his case that Share Housing would be a possible solution to rehouse him somewhere more affordable. Client followed up with Dianna and shared he loved his new home and has been housed for two years.

**Client 2- Homeless.** Adult Family, two women, pet dog- Family came to Human Services Building and expressed they had been sheltering in their car. Due to the pandemic, they had lost their employment and eventually lost their housing. Dianna conducted intake and referred them to People Assisting the Homeless (PATH) and were connected to housing.





# Purpose of The Plan

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This **Homelessness Strategic Plan** will guide Gardena's efforts to address the needs of people who are at-risk of homelessness and experiencing homelessness within the city by:



Reducing inflow into homelessness through targeted prevention and diversion efforts



Strategically funding local initiatives to reduce homelessness



Boosting existing homelessness response efforts through increased coordination and participation in the regional homelessness system



Promoting housing development and affordability.



# Main Four Goals of The Plan

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**Expand City participation in local and regional homelessness system planning bodies** that support homelessness prevention and response strategies for households in Gardena.



**Increase coordination between City, local non-profits, and regional homeless service and housing providers** to improve collaboration, leverage resources, and foster a more robust homelessness response in Gardena.



**Increase education about homelessness in Gardena** to expand awareness about best practices and available resources.



**Adopt and strengthen policies** to promote affordable housing preservation and development within the City.



## **GOAL #1:** Expand City participation in local and regional homelessness system planning bodies

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## **ACTIONS**

1. Continue to convene Gardena Homeless Taskforce on a regular basis
2. Participate in the annual Greater Los Angeles regional Point-in-Time Count.
3. Continue to participate in the South Bay Cities Council of Governments (SBCCOG) homelessness taskforce planning and response efforts.





## **GOAL #1:** Expand City participation in local and regional homelessness system planning bodies

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## **ACTIONS**

4. Utilize the regional Homeless Management Information System (HMIS) and Coordinated Entry System
5. Key City department staff participate in regional trainings on problem-solving that the City can use to improve effectiveness when engaging with unhoused people.



## **GOAL #2:** Increase coordination between City, local non-profits, and regional homeless service and housing providers

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### **ACTIONS**

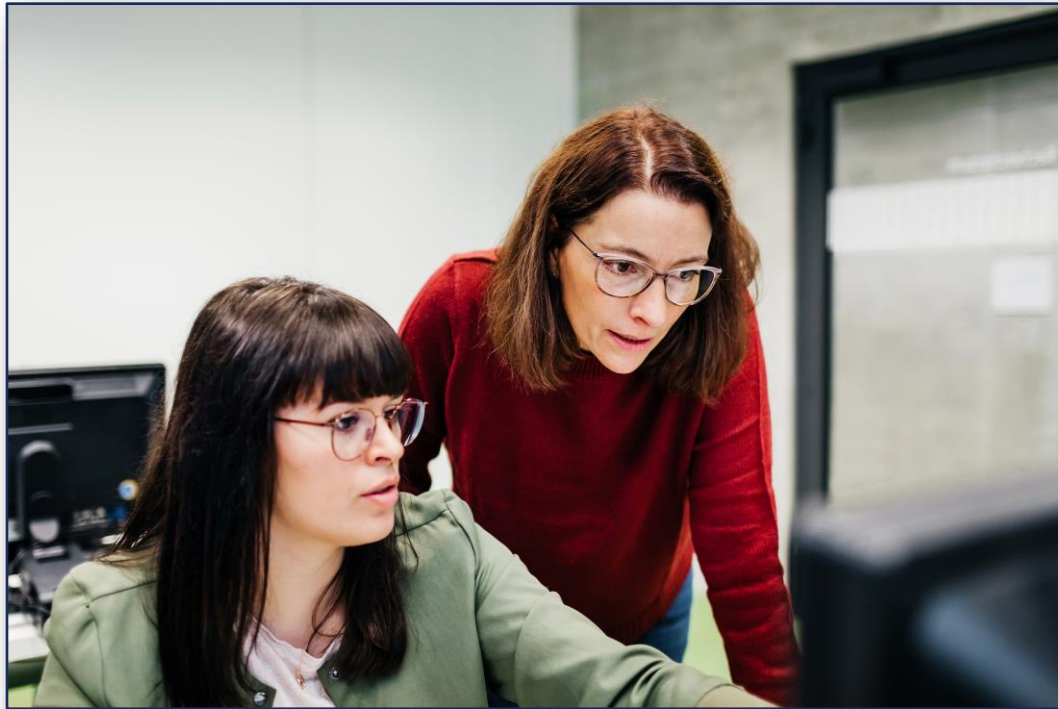
1. Develop and operate the City's homelessness prevention program through the Emergency Services Division to serve individuals and families at-risk of homelessness.
2. Designate city resources for prevention and diversion program expansion and/or sustainability beyond current program period.
3. Expand access to basic needs services within Gardena (showers, laundry, mailing address, transportation resources, etc).





## **GOAL #2:** Increase coordination between City, local non-profits, and regional homeless service and housing providers

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### **ACTIONS**

4. Expand outreach and engagement services focused on people living unsheltered in Gardena including GHMET (Gardena/Hawthorne Mental Evaluation Team).
5. Improve access to emergency housing/temporary placements.
6. Explore and, as appropriate, pursue opportunities to apply for and/or direct funds to existing strategies and programs addressing homelessness in Gardena.



## **GOAL #3:** Increase education about homelessness in Gardena to expand awareness about best practices and available resources.

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## **ACTIONS**

1. Develop and implement a training strategy for city departments regarding availability of and ways to access homelessness response resources.
2. Develop partnership with schools and organizations that serve families with children and provide regular updates on available resources including homelessness prevention resources.



**GOAL #3:** Increase education about homelessness in Gardena to expand awareness about best practices and available resources.

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## ACTIONS

3. Develop and implement a communications strategy to increase awareness within Gardena about homelessness and available prevention and response resources, including a strategy that is tailored toward local schools, healthcare facilities, and business community.





## **GOAL #4:** Adopt and strengthen policies to promote affordable housing preservation and development within the City

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### **ACTIONS**

1. Within the Housing Element, monitor and preserve affordable housing & expand housing stock prioritizing very-low-income households.
2. Develop an engagement and outreach strategy to strengthen partnerships with Gardena landlords and property owners to:
  - Provide education
  - Encourage renting to people with housing subsidies or rental assistance.



## **GOAL #4:** Adopt and strengthen policies to promote affordable housing preservation and development within the City

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### **ACTIONS**

3. Develop and post a listing of affordable rentals in Gardena for public access.
4. Explore opportunities to utilize HUD HOME-ARP and Permanent Local Housing Allocation (PLHA) funding for affordable housing with dedicated units to households who are at-risk of experiencing homelessness.



## FEEDBACK AND QUESTIONS

*"When people say there is no place like home,  
the first to agree are the homeless. - JR Rim"*









# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 19.A  
Section: COUNCIL ITEMS  
Meeting Date: March 14, 2023

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

AGENDA TITLE: 12-Month Pilot Commercial Façade Improvement Program

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

**Staff Recommendation: Approve Establishing a 12-month Pilot Commercial Façade Improvement Program**

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

At the City Council Meeting held on February 28, 2023, staff received a Council directive to determine the feasibility of establishing a Commercial Façade Improvement Program to provide financial assistance to eligible businesses to improve the facades and landscaping of commercial properties.

A number of cities have implemented a commercial façade improvement program to assist their local businesses with needed upgrades. Staff is recommending that an initial 12-month pilot program be established in the City that would focus on commercial revitalization.

Should the pilot program be approved, staff would first seek a qualified consultant to provide input and complete the program guidelines for Council approval and implementation. With an initial budgeted amount of \$250,000 of general funds, staff anticipates providing 5-8 façade improvement projects.

Staff respectfully recommends that Council approve the establishment of a pilot Commercial Façade Improvement Program for an initial 12-month period, beginning July 1, 2023.

#### **FINANCIAL IMPACT/COST:**

\$10,000 of FY 2022-23 General Fund and \$250,000 of FY 2023-24 General Fund.

#### **ATTACHMENTS:**

[Draft\\_Commercial\\_Facade\\_Improvement\\_Program\\_Guidelines.pdf](#)

[Staff Report - Facade Improvement Program.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



**CITY OF GARDENA**

**\*\*\*DRAFT\*\*\***

# **COMMERCIAL FAÇADE IMPROVEMENT PROGRAM**

## **PROGRAM GUIDELINES**

## **SECTION I - OVERVIEW OF PROGRAM**

### **A. Purpose, Goal and Object of Program**

The Commercial Façade Improvement Program (“Program”) provides financial assistance to eligible property and business owners for the renovation of commercial buildings and structures within the City of Gardena Commercial Corridors (collectively “Target Areas”).

The goal of this project is to facilitate commercial revitalization, stimulate private investment, preserve and beautify the commercial corridors, upgrade the physical image of the city, and to generate shopping, tourism, and a pleasant walking environment by improving the visual aesthetics of the Target Areas with enhancements in design, color schemes and building façades through the use of the City of Gardena (“City”) Funds.

The goals of the programs are to:

- Facilitate commercial revitalization.
- Stimulate private investment and upgrade the physical image of the Target Areas.
- Generate shopping opportunities and create a pleasant walking experience.

These Program Guidelines and Implementation Procedures include step-by-step actions to be taken with the applicant from the initial application to the recordation of the Notice of Completion and the payment of the Façade Grant. The Program will be implemented in accordance with the Program Guidelines.

### **B. Funding Availability**

If the City provides all the project funding without a match from the applicant, the maximum grant shall be up to \$25,000. However, applicants are encouraged to match City funds: the maximum grant increases to \$40,000 if the applicant matches the City’s grant.

- Grant – This grant provides the amount up to Twenty-Five Thousand dollars (\$25,000) for commercial building façade and/or landscape improvements with no match requirement. Projects must be completed within 12 months of grant approval or Building Permit issuance.
- Matching Grant – This grant will provide a matching grant of up to a maximum of Forty Thousand dollars (\$40,000). The total cost of the improvement work must be more than Twenty-Five Thousand dollars (\$25,000). Receipt of a matching grant requires the approved applicant to contribute a minimum of

half of the total cost of the façade improvement costs. Projects must be completed within 18 months of Building Permit issuance.

### **C. Marketing/Advertising**

The City will be marketing the program by utilizing the City website, social media, and City's seasonal brochure. Flyers and informational pamphlets will be distributed to potential program applicants.

## **SECTION II – APPLICANT ELIGIBILITY REQUIREMENTS**

### **A. Eligible Applicants:**

An eligible applicant must either own commercial property or be a tenant of a commercial property with a valid business license in a commercially zoned area of the City of Gardena. The business/property must be a permitted or conditionally permitted use within the commercial zone and must be up to date on the payment of property taxes, utility fees, and transient occupancy taxes (if applicable) and not have any liens on the property. All buildings, structures, and improvements on the site must be legally permitted.

If a business owner who is also a tenant is applying, they must obtain prior consent from the property owner on the form provided in the application. The City will verify property ownership and, in the case of multiple ownership of the commercial property, will require all persons on title to give written consent.

### **B. Rehabilitation Standards:**

All work performed under the provisions of this Program shall meet all applicable standards contained in the City's adopted zoning ordinance, local building and safety codes, and such other codes as designated by the Planning and Building and Safety Divisions. The City's Municipal and Zoning Ordinance can be viewed on the City's web site at <http://www.cityofgardena.org>.

The City has determined that City-funded assistance may only be used for exterior rehabilitation items and American with Disabilities Act (ADA) compliance requirement. Such exterior improvements may include, but are not limited to, exterior refinishing, new attached signage, and building façade improvements.

The scope of work anticipated under the Program generally addresses exterior blighting conditions. As such, property inspections are generally focused on the exterior of the structure and general site conditions. In the course of any inspection which results in the disclosure of a code deficiency such as faulty wiring, plumbing, fire protection, egress and ingress exiting, or other such deficiency, it shall be the responsibility of the owner to correct all identified deficiencies prior to Program participation.

Notwithstanding the foregoing, in the event that the code deficiency is directly associated with work that will be performed as a part of the façade improvements (e.g.: a substandard entry door which is of insufficient size and lacks panic hardware, which will be replaced as a component of a new storefront), then such repairs may be included within the allowable scope of work under the Program.

Therefore, Program assistance can be used for Building and Health Code violations, seismic upgrades, and ADA compliance requirements as identified by the City and in compliance with the exterior rehabilitation requirement. However, eligible rehabilitation activities funded Program are limited solely to the exterior of the building structure and the performance of required ADA compliance. The eligibility of any costs for ADA barrier removal under the Program is subject to Director approval. Typical allowable ADA improvements include improvements of entryway, path of travel, handicap bathroom access, and ADA parking spaces.

All Program improvements must be physically attached to the property and permanent in nature. Program Staff will recommend specific improvements based on a site analysis or architectural design recommendations.

Additionally, to participate in the Commercial Façade Improvement Program, all signage on the property to be rehabilitated must be brought up to conformance and maintained in conformance with the Sign Ordinance of the City.

## SECTION III - FAÇADE IMPROVEMENT GUIDELINES

### A. Eligible Uses of Funds Are For:

- Exterior Signs (installation of new or repair or replacement of legally installed and mounted signs; including neon or halo-lit signs);
- Awnings, canopies, or sunshades (installation of new or repair or replacement of fixed metal or fabric awnings), which could include perpendicular wall-mounted castle banners (without signage);
- Painting or exterior surface treatment (stucco, tile, stone, or brick replacement or repair);
- Asphalt paving, replacement or repair of tiles or decorative pavers (not in the public right-of-way); sidewalk or courtyard repaving (not in the public right-of-way);
- Repair or replacement of masonry walls or footings;
- Outdoor lighting (installation of new exterior lighting fixtures; repair or replacement of existing exterior lighting fixtures);
- Installation, repair or replacement of decorative or security fencing;
- Replacement of plate glass windows; re-glazing of windows or change of window mullions with the approval of architectural application by the City;
- Installation or replacement of outdoor landscaping;
- Design, plan check, and permit fees associated with the above eligible improvements.

### B. Uses Not Eligible:

Funds may not be used for improvements that are not permanent or mounted or affixed to the building or the sidewalk. Ineligible uses include but are not limited to:

- Vinyl letter signage (windows);
- Portable signs, such as sandwich board or A-frame signs; signs not mounted or attached to storefronts;
- Flags or banners;
- Benches and trash receptacles;
- Tables, chairs, or umbrellas.

## **SECTION IV – PROGRAM PROCEDURES**

### **A. Application Review and Approval Process:**

#### **1. Application and Required Documents**

Applications will be available at the City Hall or online at [www.cityofgardena.org](http://www.cityofgardena.org). Each application must be completed in its entirety, signed and submitted with all required documents as listed in the application, including a grant deed, signed proof of ownership or lease agreement. Applications will be reviewed in the order in which they were received. The City will maintain a waiting list for all prospective participants. Incomplete applications will not be processed.

#### **2. Review of application**

All completed applications will be date stamped when received and processed in that order. They will be subject to review by the Community Development Department. A notification letter will be sent to applicants concerning the approval or denial of the application. Eligible applicants will be contacted to enter into an agreement with the City and schedule a property inspection.

### **B. Property Inspection**

#### **1. Initial Inspection**

A site visit will be arranged between the Community Development Department staff and the property owner and/or business owner to undertake an inspection of the building and to develop specifications for the Program. Staff will inspect the property to ensure that the building meets code requirements for the exterior of the building.

#### **2. Follow-Up Inspection:**

If City Staff finds code violations during the initial inspection, the property owner and/or applicant will be required to correct those violations before continuing in the Program process. A follow-up inspection will be arranged between City Staff and the property owner and/or business owner to ensure the property is up to code.

### **C. Environmental Review:**

The California Environmental Quality Act (CEQA) requires that City funds may not be released until the City has certified that a review of the project activities demonstrates that no significant impact on the human environment is likely to occur or that actions have been initiated that would mitigate any potential impacts to the extent practicable.

As such, environmental forms must be completed and approved prior to releasing



funds. A Determination of Categorical Exemption, Statutory Worksheet, and Level of Environmental Review form will generally address anticipated typical commercial rehabilitation activities contemplated under the Program. Staff shall ensure that appropriate documentation is prepared and signed by the City's authorized official prior to the commitment of Program funds. Copies of the environmental review documentation shall be maintained in the project file.

#### **D. Selecting the Contractor**

1. Procurement.

The City shall maintain a list of qualified contractors who have expressed interest in bidding on rehabilitation work and have been cleared by the State Contractors License Board and are not listed on the debarred, suspended or ineligible contractors list as per 24 CFR part 5. The City will coordinate with qualified contractors for each rehabilitation project to obtain at least three (3) estimates.

2. Selection.

The City will make the final contractor selection from among three (3) qualified contractors who submit construction estimates. The award of the contract will be awarded to the lowest responsive and responsible bidder.

3. Ineligible Contractors.

The City and the applicant(s) shall agree not to award any contract for rehabilitation work, to be paid for in whole or in part with proceeds from the Program, to any contractor who does not have a valid state contractor's license, who cannot produce sufficient evidence of current Workers Compensation and Liability Insurance coverage.

All owner/builders, or any member of the applicant's family, are considered ineligible, regardless of credentials or license. Any ineligible contractor found working at the job site will be removed immediately, without compensation.

#### **E. Award of Contract**

1. Notification. The City shall notify the selected contractor of the award of bid and shall establish a date, time, and place for the pre-construction conference. The City shall notify, in writing, the non-selected contractors.

2. Rehabilitation Construction Contract. The contract, for the approved rehabilitation work shall be prepared by the City and shall be entered into with the City, property/business owner, and the selected contractor.

3. Private Arrangements. The City cautions the property/business owner and the contractor not to enter into "side deals" for additional work or deviations from the approved scope of work.
4. Pre-Construction Meeting. Prior to construction, the City will arrange a pre-construction meeting which shall be attended by the contractor, the property/business owner(s), and representative City staff.
5. Start of Construction. No work shall commence until a "Notice to Proceed" has been issued to the contractor, signed by the property/business owner(s) and the City. In addition, no work shall commence until all required permits have been issued by the City's Department of Building and Safety.

## **F. Contractor Payments**

1. Inspections To ensure the integrity of the authorized work, the Program Inspector shall conduct site inspections prior to the issuance of progress payments and prepare detailed inspection reports which identify any deficiencies in a contractor's materials or workmanship. Only one (1) progress payment and the final payment will be processed. The Program Inspector shall make regular and/or unannounced inspections of work-in-progress to identify the quality of the work and assess owner satisfaction.
2. Payment Request Packages. The Contractor shall submit a progress payment request package to the City in the prescribed format. All requests shall be signed by the contractor, property/business owner(s), and the Program Inspector, certifying that the work has been satisfactorily completed. All pertinent invoices, releases, certifications, list of subcontractors and materialmen, and copies of applicable permits shall be attached to the payment request. Final payment request shall also include the property owner's certification of acceptance, Building and Safety Department sign-off, and a Notice of Completion. Only one (1) progress payment request package shall be submitted to the City for approval. Progress payments will be paid for 90% of the job costs. The final payment for the 10% retention shall be paid 30 days after the Notice of Completion has been recorded.

## **G. Notification of Award; Grant Agreement**

After the City's review of the application package is completed, program applicants will be notified of the City's decision regarding grant amount, scope of work and contractor selection. Following approval of the application, a grant agreement must be executed between the applicant and the City committing the applicant to complete the improvements according to approved plans. The agreement must be fully executed

prior to proceeding with any construction. The agreement will state applicable terms and conditions and require that the approved applicant indemnifies the City from all liability arising from or in consequence to City's administration of the Program.

#### **H. City Permit and Approvals**

Upon application approval, the applicant is responsible for submitting project plans and related materials to the Planning Services Division. If a Building Permit is required, the applicant is responsible for submitting plans that meet all the requirements of the City's Building Division. Failure to begin work within 60 days of permit approval will result in forfeiture of the grant allocation. If permits are not required, work must begin within 60 days of grant approval. The Business Development Manager will act as the point of contact and help facilitate communication between the City's Planning Services and Building Division once project plans and related materials have been submitted for approval.

## **SECTION V - FAÇADE IMPROVEMENT GRANT AGREEMENT:**

The Commercial Façade Improvement Grant Agreement is an agreement between the City and the Owner that links the grant documents to the completion of the Façade Improvement Project by the Owner. It is a contract between the City and the applicant setting forth the terms and conditions of the grant of Program funds, specifically:

- Source of funding.
- Applicable funding source requirements.
- Conditions of program eligibility.
- Amount granted.
- Basic use of the funds.

At all times throughout the application and pre-construction phases, it is critical that Staff emphasize to owners both verbally and in any written correspondences that absolutely no Program funds have been committed or approved by the City until the designated Program representative signs the Improvement Agreement. Only after this occurs can funds be encumbered.

### **A. Flood and Hazard Insurance Requirements:**

Applicants are obligated to carry sufficient hazard insurance coverage on the subject property to be rehabilitated under the provisions of this Program. Prior to any grant or loan assistance, minimum fire insurance coverage shall be provided in an amount which is equivalent to the value of the subject building or structure including the proposed rehabilitation improvements. Uninsured applicants must obtain coverage in the required amount prior to receiving grant and/or loan assistance. Applicants in a "Flood Hazard Area" will be required to purchase flood hazard insurance. This requirement may be waived for emergency repairs, at the discretion of the City.

## **SECTION VI - AMENDMENTS**

Amendments to these guidelines may be made from time to time by the City. Authority shall be granted to the City Manager to grant a minor waiver or make minor amendments to these guidelines with the exception of any requirement of federal regulations or state law. All major amendments to these guidelines shall be approved by the City Council.



# **City of Gardena**

## **City Council Meeting**

Agenda Item No.: 19A  
Department: Community Development  
Meeting Date: March 14, 2023  
Commercial Façade Improvement Program

### **AGENDA STAFF REPORT**

**AGENDA TITLE:**    12-MONTH PILOT COMMERCIAL FAÇADE IMPROVEMENT PROGRAM

**RECOMMENDATION:**

Staff respectfully recommends that Council approve the establishment of a pilot Commercial Façade Improvement Program for an initial 12-month period, beginning July 1, 2023

**BACKGROUND:**

At the City Council Meeting held on February 28, 2023, staff received a Council directive to determine the feasibility of establishing a Commercial Façade Improvement Program to provide financial assistance to eligible businesses to improve the facades and landscaping of commercial properties, buildings and structures in the City of Gardena.

**DISCUSSION:**

Throughout the state and over the years, a number of cities have implemented a commercial façade improvement program to assist their local businesses with needed upgrades, utilizing a variety of different funding sources such as; general funds, former redevelopment funds, CDBG funds, and other eligible grant assistance type funds. Since this program is for an initial short-term 12-month period, staff is recommending the use of general funds. Should the Council determine the program to be successful and would like to continue the program for the long-term, staff would look into utilizing other types of funding sources other than general funds.

The initial 12-month pilot program would focus on commercial revitalization, stimulating private investment, preserving and beautifying the commercial corridors, upgrading the physical image of the City, and generate shopping, tourism, and a pleasant walking environments by improving the visual aesthetics of the commercial corridors with enhancements in design, color schemes, landscaping, and building façades.

The goals of the program would be the following:

- Facilitate commercial revitalization along commercial corridors,
- Stimulate private investment and upgrade the physical image of the commercial corridors; and
- Improve shopping opportunities and create a pleasant walking experience.

In researching other cities programs, staff is recommending to provide two types of grants with varying amounts:

1. Non-Matching Grant: this grant will provide a grant of up to \$25,000 for commercial building façade improvements with no matching requirements; or
2. Matching Grant: this grant will provide a matching grant of up to a maximum of \$40,000. Receipt of a matching grant requires the approved applicant to contribute a dollar-for-dollar match of the total grant amount.

Should the program be approved to move forward, staff would first seek a qualified consultant to provide input and complete the program guidelines for Council approval, and implement the program after the guidelines are approved. With the grant amounts stated above, staff anticipates providing 5-8 façade improvement projects during the initial 12-month pilot period, beginning July 1, 2023. At the end of the 12-month period, staff would report back to Council on the accomplishments and make a recommendation on either continuing or stopping the program based on the success of the program and the financial feasibility of the City.

If approved by the City Council, the pilot program would require a budget amendment of \$250,000 of general funds for FY 2023-24. Of this amount, approximately, \$50,000 or twenty percent (20%) would be used for consulting services to finalize guidelines and implement the program. An initial amount of \$10,000 for the current fiscal year would be needed in order for staff to work with a consultant to finalize the guidelines and other necessary documents.

At this time, staff respectfully recommends that Council approve the establishment of a pilot Commercial Façade Improvement Program for an initial 12-month period, beginning July 1, 2023.

LEGAL REVIEW:

N/A

CONCLUSION:

Staff respectfully recommends that Council approve the establishment of a pilot Commercial Façade Improvement Program for an initial 12-month period, beginning July 1, 2023, and authorize \$10,000 of general funds for FY 2022-23 and \$250,000 of general funds for FY 2023-24.

FISCAL IMPACT:

General Funds FY 2022-2023: \$10,000 and General Funds FY 2023-2024: \$250,000

Submitted by: Greg S. Tsujiuchi

Date: 3/14/2023

Prepared by: Jackie Choi

## ATTACHMENTS

1. Draft Program Guidelines