



GARDENA CITY COUNCIL

Regular Meeting Notice and Agenda

Council Chamber at City Hall

1700 West 162nd Street, Gardena, California

Website: www.cityofgardena.org

Tuesday, June 22, 2021
Closed Session 7:00 p.m.
Open Session 7:30 p.m.

TASHA CERDA, *Mayor*

RODNEY G. TANAKA, *Mayor Pro Tem*

PAULETTE C. FRANCIS, *Council Member*

ART KASKANIAN, *Council Member*

MARK E. HENDERSON, *Council Member*

MINA SEMENZA, *City Clerk*

J. INGRID TSUKIYAMA, *City Treasurer*

CLINT OSORIO, *City Manager*

CARMEN VASQUEZ, *City Attorney*

LISA KRANITZ, *Assistant City Attorney*

PETER L. WALLIN, *Deputy City Attorney*

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

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

1. VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at [youtube.com/CityofGardena](https://www.youtube.com/CityofGardena)
2. PARTICIPATE BEFORE THE MEETING by emailing the Deputy City Clerk at publiccomment@cityofgardena.org by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line. Comments will be read into the record up to the time limit of three (3) minutes.
3. PARTICIPATE DURING THE MEETING VIA ZOOM WEBINAR
 - Join Zoom Meeting Via the Internet or Via Phone Conference
 - <https://us02web.zoom.us/j/81917966627>
Phone number: US: +1 669 900 9128, Meeting ID: 819 1796 6627
 - If you wish to speak live on a specific agenda item during the meeting you, may use the "Raise your Hand" feature during the item you wish to speak on. For Non-Agenda Items, you would be allowed to speak during Oral Communications, and during a Public Hearing you would be allowed to speak when the Mayor opens the Public Hearing. Members of the public wishing to address the City Council will be given three (3) minutes to speak.
4. The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by phone (310) 217-9565 or email bromero@cityofgardena.org at least 24 hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

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

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

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

Thank you for your attendance and cooperation

1. ROLL CALL

PUBLIC COMMENT ON CLOSED SESSION

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

2. CLOSED SESSION

2.A CONFERENCE WITH LABOR NEGOTIATORS

Government Code Section 54957.6

Agency Designated Representative: Clint Osorio, City Manager

Employee Organizations:

1. Gardena Police Officers Association (GPOA), Matt Hassholdt, Association President
2. Gardena Management Employees Organization (GMEO), Vicky L. Barker, Attorney
3. Gardena Municipal Employees Association (GMEA), Fred G. Quiel, Attorney
Confidential / Unrepresented Employees

2.B CONFERENCE WITH REAL PROPERTY NEGOTIATIONS

Government Code Section 54956.8

Property: 2501 W. Rosecrans Ave Gardena CA 90249

Agency Negotiator: Clint Osorio, City Manager

Negotiating Parties: Casey Metcalf, JP Morgan Chase BK NA

Under Negotiation: Price and Terms of Payment

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

Presented by Council Member Rodney Tanaka

5. PRESENTATIONS

6. PROCLAMATIONS

7. APPOINTMENTS

- 7.A Council Appointments to Commissions, Committees, Councils and Boards
(Appointees to be Ratified and Sworn In)
Planning and Environmental Quality Commission - Jules Kanhan
(Appointed by Mayor Cerda)
- 7.B Rent Mediation Board (Tenant) - Margie Hoyt
(Appointed by Council Member Francis)

8. **CONSENT CALENDAR**

NOTICE TO THE PUBLIC- Roll Call Vote Required On The Consent Calendar

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

- 8.A Waiver of Reading in Full of All Ordinances Listed on This Agenda and that they Be read by Title Only
CONTACT: CITY CLERK
- 8.B Approve Minutes: Regular Meeting of the City Council, May 11, 2021
CONTACT: CITY CLERK
[2021 05-11 REGULAR Minutes Gardena CC Meeting - FINAL.pdf](#)
- 8.C Receive and File of Minutes: Planning & Environmental Quality Commission, May 18, 2021
CONTACT: CITY CLERK
[21_05_18 PCMIN.pdf](#)
- 8.D Approval of Warrants/Payroll Register, June 22, 2021
CONTACT: CITY TREASURER
[Warrants-Payroll Register Memo 06-22-21.pdf](#)
- 8.E Monthly Portfolio, April 2021
CONTACT: CITY TREASURER
[April 2021 Investment Report.pdf](#)
- 8.F Monthly Portfolio, May 2021
CONTACT: CITY TREASURER
[May 2021 Investment Report.pdf](#)
- 8.G RESOLUTION NO. 6521, Reaffirming Proclamation and Resolution No. 6441, which declared the Existence of a Local Emergency
CONTACT: CITY MANAGER
[Reso No. 6521 .pdf](#)
- 8.H Contract and Payment Approval for Software Maintenance from Progressive Solutions, Inc. for Fiscal Year 2021-2022
CONTACT: ADMINISTRATIVE SERVICES
[PSI.pdf](#)

- 8.I Personnel Report No. P-2021-12
CONTACT: HUMAN RESOURCES
[PERS RPT P-2021-12 06-22-21.doc](#)

9. **EXCLUDED CONSENT CALENDAR**

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

10.A JUNE 15, 2021

Conditional Use Permit #2-21

The Commission considered a request for a conditional use permit to allow the on-site sale and consumption of beer and wine ancillary to an existing restaurant located in the General Commercial (C-3) zone and direct staff to file a Notice of Exemption.

LOCATION: 15435 S. Western Avenue #115

APPLICANT: Real Roo, Inc. Seung Wuk Shin

Commission Action: The Commission approved Resolution #7-21, approving Conditional Use Permit #2-21

City Council Action: Call for Council Review or Receive and File

[Click Here for Planning Commission Packet](#)
[2021_06_15 PCAX.doc](#)

ORAL COMMUNICATIONS (LIMITED TO A 30-MINUTE PERIOD)

Oral Communications by the public will be heard for one-half hour at or before 8:30 p.m. or at the conclusion of the last agenda item commenced prior to 8:30 p.m. Oral Communications not concluded at that time shall be resumed at the end of the meeting after Council Reports. Speakers are to limit their remarks to three minutes, unless extended by the Mayor. An amber light will appear to alert the speaker when two minutes are complete, and a red light will appear when three minutes are over. Your cooperation is appreciated.

11. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

- 11.A RESOLUTION NO. 6523, Adopting the City of Gardena's Amended Budget for Fiscal Year 2021-2022

Staff Recommendation: Conduct Public Hearing and Adopt Budget Resolution No. 6523

[No__6523-Amended_Budget.pdf](#)
[Budget Book - DRAFT.pdf](#)

- 11.B Authorization to Bind Excess Insurance Coverage Policies for Fiscal Year 2021-2022

Staff Recommendation: Approve purchase of excess insurance policies
[Agenda Staff Report - Insurance.pdf](#)

- 11.C RESOLUTION NO. 6519, Establishing the Appropriations Limit for Fiscal Year 2021-2022 (GANN Limit)

Staff Recommendation: Conduct Public Hearing and Adopt Resolution No. 6519 which establishes the City's Appropriations Limit for Fiscal Year 2021-2022 at \$124,453,358, as required by Article XIII (B) of the California Constitution.

[Resolution 6519 - Gann Limit FY21-22 with Exhibit.pdf](#)

- 11.D RESOLUTION NO. 6520, Acknowledging the Receipt and Filing of the Annual Statement of Investment Policy for the Fiscal Year 2021-2022

Staff Recommendation: Adopt Resolution No. 6520

[Reso. 6520 Investment Policy 2021-2022.pdf](#)

[City of Gardena-Investment Policy 2021-2022.pdf](#)

12. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

- 12.A PUBLIC HEARING: Conditional Use Permit #3-20
Applicants: Happiness Garden, Susumu Anoda, Brent Fraser

Staff Recommendation:

1. Approve the conditional use permit as approved by the Planning Commission; or
2. Approve the conditional use permit with additional conditions; or
3. Deny the conditional use permit.

[CC Staff Report Packet - Happiness Garden.pdf](#)

13. **DEPARTMENTAL ITEMS - ELECTED & ADMINISTRATIVE OFFICES**

- 13.A COVID-19 Update

14. **DEPARTMENTAL ITEMS - POLICE**

15. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

- 15.A Authorize professional services contract renewal with CWE Corporation in the amount of \$299,633 for MS4 and NPDES Permit monitoring and compliance services

Staff Recommendation: Authorize Professional Services Contract Renewal

[CWE MS4P_Consultant Agreement_June 2021 w Exhibit A.pdf](#)

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

- 16.A RESOLUTION NO. 6516 Approving Local Agreement CCTR-1084 with the California Department of Social Services for funding of the Gardena Family Child Care Program.

Staff Recommendation: Adopt Resolution No. 6516 and approve Local Agreement CCTR-1084

[Reso No 6516.pdf](#)
[Agreement CCTR-1084.pdf](#)

- 16.B RESOLUTION NO. 6517 Authorizing the City Manager to Execute an Agreement for the Elderly Nutrition Program on Behalf of the City for Fiscal Year 2021-2022

Staff Recommendation: Adopt Resolution No. 6517 and Approve Funding Allocation

[Resolution_No._6517-Authorize_CM_to_sign_contracts_and_subawards_ENP.pdf](#)
FY 2021-22 ENP Allocation Letter
FY 2021-22 ENP Amendment Five

- 16.C RESOLUTION NO. 6518 Authorizing the City Manager to Execute an Agreement for the Supportive Services Program on Behalf of the City for Fiscal Year 2021-2022

Staff Recommendation: Adopt Resolution No. 6518

[Resolution_No._6518-Authorize_CM_to_sign_contracts_and_subawards_SSP.pdf](#)

17. **DEPARTMENTAL ITEMS - TRANSPORTATION**

18. **COUNCIL ITEMS**

19. **COUNCIL DIRECTIVES**

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

21. **COUNCIL REMARKS**

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

22. **ANNOUNCEMENT(S)**

23. **REMEMBRANCES**

24. **ADJOURNMENT**

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m. followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, July 13, 2021.

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

Dated this 18th day of June 2021

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

MINUTES
Regular Meeting of the
Gardena City Council
Tuesday, May 11, 2021

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, May 11, 2021, in the Council Chamber at City Hall 1700 West 162nd Street, Gardena, California.

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

1. ROLL CALL

Present: Mayor Tasha Cerda; Mayor Pro Tem Rodney G. Tanaka; Council Member Mark E. Henderson; Council Member Art Kaskanian; and Council Member Paulette C. Francis. Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. City Treasurer Ingrid Tsukiyama was not present.

2. CLOSED SESSION - *No Items*

3. PLEDGE OF ALLEGIANCE

Stephanie Tellez and Erika Shintaku led the Pledge of Allegiance. Both Stephanie and Erika are High School Seniors. Stephanie attends Gardena High School and Erika attends San Pedro High School.

4. INVOCATION

Mayor Pro Tem Rodney G. Tanaka led the Invocation.

5. PRESENTATIONS - *No Items*

6. PROCLAMATIONS

- 6.A Public Works Week - May 16, 2021 through May 22, 2021 - ***was proclaimed by Mayor Cerda. The Proclamation was accepted by Allan Rigg, Public Works Director.***
- 6.B Asian American & Pacific Islander Heritage Month - ***was proclaimed by Mayor Cerda***
- 6.C Safety Seat Checkup Week - May 16 through May 22, 2021- ***was proclaimed by Mayor Cerda***
- 6.D Provider Appreciation Day - May 07, 2021- ***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, March 23, 2021

Special Closed Session City Council, March 31, 2021

Special Meeting 2nd Virtual Workshop, March 31, 2021

CONTACT: CITY CLERK

- 8.C. Receive and File of Minutes: Planning & Environmental Quality Commission, APRIL 20, 2021

CONTACT: CITY CLERK

- 8.D. Personnel Report No. P-2021-09

CONTACT: HUMAN RESOURCES

- 8.E. Approval of Warrants/Payroll Register, May 11, 2021

CONTACT: CITY TREASURER

May 11, 2021: Wire Transfer: 12001-12006; Prepay: 163023- 163027; Check Nos. 163028 -163177 – for a total Warrants issued in the amount of \$2,149,780.64; Total Payroll Issued for May 7, 2021: \$1,454,015.76.

- 8.F **SECOND READING: ORDINANCE NO. 1828**, Amending Section 18.08.010 of the Gardena Municipal Code relating to established zones; amending Chapter 18.58 of the Gardena Municipal Code relating to digital billboards; amending the Zoning Map of the City of Gardena; approving a Specific Plan, including a Site Plan; and approving a Development Agreement with Din/Cal 4, Inc. relating to the development of up to 265 dwelling units

(Introduced by City Council, 4-1 vote, April 27, 2021)

LOCATION: 12850-12900 Crenshaw Boulevard

APPLICANT: Din/Cal 4, Inc.

CONTACT: COMMUNITY DEVELOPMENT DEPARTMENT

ORDINANCE NO. 1828

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING SECTION 18.08.010 OF THE GARDENA MUNICIPAL CODE RELATING TO ESTABLISHED ZONES, AMENDING CHAPTER 18.58 OF THE GARDENA MUNICIPAL CODE RELATING TO DIGITAL BILLBOARDS, AMENDING THE ZONING MAP OF THE CITY OF GARDENA, APPROVING A SPECIFIC PLAN, INCLUDING THE SITE PLAN, AND APPROVING A DEVELOPMENT AGREEMENT WITH DIN/CAL 4, INC. RELATING TO THE DEVELOPMENT OF UP TO 265 DWELLING UNITS (APN # 4060-004-039)

- 8.G RESOLUTION NO. 6512, Reaffirming Proclamation and Resolution No. 6441, which declared the Existence of a Local Emergency
CONTACT: CITY MANAGER

RESOLUTION NO. 6512

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

- 8.H RESOLUTION NO. 6513, Amending the list of authorized games and authorizing the play of certain games in licensed card clubs
CONTACT: CITY MANAGER

RESOLUTION NO. 6513

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

It was moved by Council Member Henderson, seconded by Council Member Kaskanian, and carried by the following roll call vote to Approve all Items on the Consent Calendar with the exception of 8.F:

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

Noes: None

Absent: None

9. EXCLUDED CONSENT CALENDAR

- 8.F COMMUNITY DEVELOPMENT DEPARTMENT - SECOND READING:
ORDINANCE NO. 1828.

This item was pulled for discussion by Council Member Francis. She inquired if this Ordinance had to do with the billboard display, how much display time the City would get, the wording in the agreement relating to the developer selling the property, and the one-time bus pass as opposed to a monthly bus pass. Assistant City Attorney Kranitz explained that the Ordinance amends Chapter 18.58 of the GMC relating to the digital billboard, amends the zoning map from general commercial to specific plan, approves the specific plan that guides the development and approves the development agreement with Din/Cal 4, Inc. Applicant Josh Vasbinder joined the meeting and answered the questions regarding the display time of the billboard which he explained was 8%, and the one-time bus pass is in the welcome packet to make the tenant aware of this service used as an education awareness tool.

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

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

Noes: None

Absent: None

10. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

10.A MAY 4, 2021

2021-2029 Housing Element Update – Inventory Sites

The Planning Commission considered specific sites that staff identified as being suitable for residential development in order to determine the City's capacity to accommodate residential development and reconcile that capacity with the City's Regional Housing Needs Allocation (RHNA). The Commission gave members of the public the opportunity to participate in the analysis of the draft sites. All comments received were taken into consideration as staff continues to analyze the inventory of suitable land.

Commission Action: No action taken

Received and Filed

ORAL COMMUNICATIONS

- No Speakers

11. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES

11.A Approve Contract for Animal Sheltering Services with the Society for the Prevention of Cruelty to Animals Los Angeles (spcaLA)

City Manager Osorio presented the Staff Report.

Public Speaker: Zahid Ahmed, spoke in favor of the agreement.

There was a discussion regarding the turnaround time being and what is stated when the call is made, that City staff would be doing the pick-ups and wearing protective equipment while working, and that spcaLA is a non-profit and a no kill shelter.

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

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

Noes: None

Absent: None

12. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

12.A Review of sites inventory for the 2021-2029 6th Cycle Housing Element update

City Manager Osorio presented the Staff Report.

Interim Community Development Director Gregg McClain and Senior Planner Amanda Acuna presented a Power Point Presentation. Assistant City Attorney Lisa Kranitz moderated and answered questions from Council and the Public.

There were questions from Council regarding zone changes, traffic, parking, and Brownsfield sites. Assistant City Attorney Kranitz explained the RHNA allocation and gave her perspective. Council gave their input and Interim Director McClain spoke about the next steps.

Public Speakers: 1) Zahid Ahmed, spoke about the project and offered his suggestions; 2) Gardena Cinema spoke and gave her input regarding the presentation.

13. DEPARTMENTAL ITEMS - ELECTED & ADMINISTRATIVE OFFICES

13.A COVID-19 Update - City Manager Osorio presented the update.

14. DEPARTMENTAL ITEMS – POLICE - *No Items*

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

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

17. DEPARTMENTAL ITEMS – TRANSPORTATION - *No Items*

18. COUNCIL ITEMS - *No Items*

19. COUNCIL DIRECTIVES

Council Member Kaskanian

1. Asked for an update regarding the southeast corner of Marine and Western; he mentioned that he sees homeless people going in and out of the building.

Council Member Francis

1. Asked about property clean-up once a project has been approved. Both Assistant City Attorney Kranitz and City Attorney Vasquez replied that it was the property owner's responsibility for cleaning it up
2. Asked if there was anything we could do to attract more affordable housing.
3. Asked if anything was being done about enticing businesses to come to Gardena. City Manager Osorio replied that we are currently working on it.

Council Member Henderson

1. Thanked staff for responding to all of his requests. Encouraged everyone to use the Gardena Direct App.

Mayor Cerda

1. Asked if we could find out who it was that told an employee at a grocery store that the City of Gardena would not be supporting Hero Pay. She then said we have not even made a decision regarding Hero Pay, we are still discussing, and it was not right for someone to disclose that information and to say they were a representative for the City.

20. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

21. COUNCIL REMARKS

1. COUNCIL MEMBER HENDERSON - Attended SCAG General Assembly, Race Equity Committee meeting, Black Student Alliance meeting with LAUSD. He also shared that his family celebrated the 15th birthday of one of his second cousins, Hailey Henderson, and the graduation of his son Mark Henderson II which received his master's degree.
2. COUNCIL MEMBER KASKANIAN - Attended the Gardena Finance Committee meeting and thanked everyone in the Finance Department. Wished all his Muslim friends a happy Ramadan and shared the month of Ramadan began on April 13 and ends on May 12th.
3. MAYOR PRO TEM TANAKA - Shared to the public that the Cinco de Mayo Committee is having a raffle opportunity tickets are \$5.00, and all proceeds will go to the committee's scholarship fund. Anyone interested in purchasing a ticket can contact the Recreation Department. Lastly, anyone may also contact the Human Services Department to schedule a COVID-19 vaccine appointment.
4. MAYOR CERDA - Attended the funeral services for an LA County firefighter, Brian Levasseur who at one time served at the Gardena Station. Also attended the CCGA Meeting via zoom, monthly Sanitation Meeting, and the Gardena Finance meeting. Mayor Cerda thanked all the finance staff, city employees, and union groups for their great work. Also, encouraged residents to use Gardena Direct and shared she met with representatives from an organization called "You Are Enough" and they put a billboard on Western and Rosecrans to share that regardless of the struggles "You Are Enough". Lastly, she congratulated all graduates.
5. COUNCIL MEMBER FRANCIS - Wished and hopes all mothers had a Happy Mother's Day. Attended the Zoom California State Democratic Convention meeting and shared a few words on Asian Pacific Islander Month as it is celebrated in May and acknowledged all Asian Americans and Pacific Islanders that have contributed to the United States.

22. **ANNOUNCEMENT(S)**

Mayor Cerda announced:

1. City of Gardena and the Cinco De Mayo Committee presents a Fiesta Raffle Fundraiser that will be held live on Facebook on Friday, May 28, 2021. For ticket information please visit www.cityofgardena/events or call (310)217-9537.
2. City of Gardena is hosting a UCLA Blood Drive at the Rush Gym 1651 W. 162nd Street on Tuesday, May 18, 2021; 9:00 a.m. to 2:00 p.m. For information visit www.ucedonor.com.
3. COVID-19 Vaccination Clinic, hosted at Johnson Park from 9:00 a.m. to 2:00 p.m. 1st Dose: Saturday, May 15, 2021, and 2nd Dose: Saturday, June 12, 2021. Make an appointment by contacting the Senior Bureau at (310)217-9552.
4. Fun in the Sun Senior Day on Thursday, May 27, 2021, from 9:00 a.m. to 2:00 p.m., at the City Hall Complex Lawn.

23. **REMEMBRANCES**

Mr. Stephen Taniform, 87 years of age, beloved member of the Casimir Gatekeepers Network; **Detective Luca Benedetti**, of the San Luis Obispo Police Department, killed in the line of duty while serving a search warrant; **Officer Jimmy Inn**, of the Stockton Police Department, killed in the line of duty while responding to a domestic violence call.

24. **ADJOURNMENT**

At 10:16 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, May 25, 2021.

APPROVED:

Tasha Cerda, Mayor

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

By:_____
Becky Romero, Deputy City Clerk

**CITY OF GARDENA
PLANNING & ENVIRONMENTAL QUALITY COMMISSION
MINUTES**

TUESDAY, May 18, 2021, MEETING
VIRTUAL MEETING VIA ZOOM

* * *

Called to order by Chair Langley at 7:03 P.M.

ROLL CALL

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

APPROVAL OF MINUTES

Agenda Item #3

A motion was made by Commissioner Pierce and seconded by Commissioner Jackson to approve the minutes of the meeting on May 4, 2021. The minutes were approved 5-0-0.

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

ORAL COMMUNICATIONS FROM THE PUBLIC

Agenda Item #4

Chair Langley invited anyone from the public to speak on any issues not on the agenda.

Senior Planner Acuna explained the method in which the public may participate.

There were no oral communications from the public.

PUBLIC HEARING

Agenda Item #5(A)

**Environmental Assessment #9-20, Site Plan Review #4-20, Zone Change #4-20,
General Plan Amendment #5-20, Tentative Tract Map #3-20, Variance #2-20**

A request for a Site Plan Review to allow the development of six detached condominium townhomes; a Zone Change changing the zoning from R-1 and R-3 (Single- Family and

Medium Multi-Family Residential Zone) to R-3 (Medium Density Multiple-Family Residential); a General Plan Amendment changing the land use designation from Low and Medium Residential to Medium Density Residential; a Tentative Tract Map to subdivide 0.34 acre lot for condominium units, and a Variance for a reduced side yard setback, and direction to staff to file a Notice of Exemption.

Project Location: 1031 Magnolia Avenue

Applicant: Steve Stapakis

Ms. Acuna stated that that the item was continued, as requested by the applicant, and would be re-noticed in the local newspaper and new mailers would be sent out to all properties within a 300-foot radius.

Agenda Item #5(B)

Conditional Use Permit #3-20

A request for a conditional use permit, per section 18.12.030.B of the Gardena Municipal Code, to allow a church in a residential zone (R-4) and direct staff to file a Notice of Exemption.

Project Location: 15640 S. Normandie Avenue

Applicants: Happiness Garden, Susumu Anoda, Brent Fraser

Senior Planner Signo presented the Staff Report and recommended that the Planning and Environmental Quality Commission adopt Resolution No. PC 6-21, approving Conditional Use Permit #3-20 subject to the Conditions of Approval and directing staff to file a Notice of Exemption.

Chair Langley opened the public hearing and invited the applicant to speak.

The applicant, Brent Fraser, stated his goal was to meet all conditions and was opened to any modifications the Planning Commission may have to those conditions that would better serve the community.

Commissioner Pierce agreed with the condition to remove the trash bins because he saw it as a potential hazard. He then addressed his concerns regarding the abandoned curb cut along Normandie Avenue and whether there was a permit to terminate it.

Mr. Signo stated that the curb cut in question could be partially or completely on the neighboring property to the north. He noted that there was landscape and bollards in front of the curb cut, blocking access onto Normandie Avenue, causing a hardship to the subject property because the only vehicle access to the site would be from the rear alley. Mr. Signo stated that ultimately the curb cut should be removed, however, there was no condition from the Public Works Department for this project to do so.

Commissioner Pierce stated he was concerned for any potential liability that the City may face due to the abandoned curb cut never being resolved.

Mr. Signo stated staff could bring this concern to the Public Works Department's attention.

Commissioner Sherman questioned the small planter box along the north end of the building and whether there was enough space for viable landscaping.

Assistant City Attorney Kranitz stated the applicant could speak to that matter.

Commissioner Jackson asked whether the area where the tree is conditioned to be removed would be replaced with other landscaping.

Mr. Signo stated that the applicant will be required to replace the landscape in that area.

Chair Langley asked whether there was further damage to the sidewalk along Magnolia Avenue caused by the tree on the corner of the property.

Interim Community Development Director McClain stated that the damage was localized near the tree to be removed.

Mr. Fraser stated there was no plan for landscaping, other than maintaining what was existing and removal of the tree. He added that there was no plan for planting within the planter on the north end of the building. There is landscaping in the back of the property and it will be maintained. He stated they will keep what works and improve what does not work.

Chair Langley asked whether the handicap ramp at the front of the property was code-compliant.

Mr. Signo stated that the project plans were reviewed by the Building Official and noted that there may have been work done to the property without the proper permits. There are recommended conditions on the project to obtain all necessary permits.

Mr. McClain stated that the accessible ramp is not built to ADA standards and would not pass the review by the Building and Safety Division.

Chair Langley then closed the public hearing.

Motion: It was moved by Commissioner Jackson and seconded by Vice-Chair Henderson to approve Resolution No. PC 6-21, approving Conditional Use Permit #3-20.

The motion passed by the following roll call vote:

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

Ms. Kranitz stated that the Commission's approval was subject to a ten-day appeal period and the City Council would have the right to call the matter for review within that time.

Agenda Item #6

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Mr. McClain shared with the Commission the potential projects that the Planning staff may be receiving in the near future which included: a project on the Gardena Sumps property for a self-storage facility, warehousing, and office space; a high-density residential development on the Zentis property along Normandie Avenue; and new buildings on the U-Haul property at the corner of Rosecrans Avenue and Van Ness Avenue.

Chair Langley asked whether the railroad tracks on Normandie Avenue, along the project sites, would be removed.

Mr. McClain stated that they would not be removed and that was one of the challenges the projects will face.

Agenda Item #7

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION REPORTS

Commissioner Jackson stated that she had put in her letter of resignation and that this would be her last meeting.

Commissioner Pierce thanked Commissioner Jackson for her guidance and wished her all the best.

Vice-Chair Henderson also thanked Commissioner Jackson for all her help in guiding the other Commissioners.

Chair Langley stated it had been a joy to have Commissioner Jackson as their friend and thanked her for all the work she has done for the Commission.

ADJOURNMENT

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

Respectfully submitted,



GREGG MCCLAIN, SECRETARY
Planning & Environmental Quality Commission



STEPHEN LANGLEY, CHAIR
Planning and Environmental Quality Commission

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Treasurer's Department

DATE: June 17, 2021

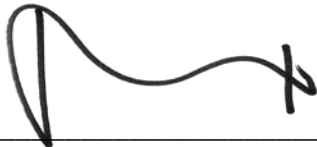
SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

June 22, 2021 TOTAL WARRANTS ISSUED: \$3,041,257.98

Wire Transfer: 12015-12021
Prepay:
Check Numbers: 163498-163678
Checks Voided:

Total Pages of Register: 20

June 18, 2021 TOTAL PAYROLL ISSUED: \$1,857,458.00



for J. Ingrid Tsukiyama, City Treasurer

cc: City Clerk

vchlist
06/17/2021 10:43:26AM

Voucher List
CITY OF GARDENA

Page: 1

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12015	6/7/2021	104058 ADMINSURE INC.	060221		WORKERS' COMP CLAIMS	22,448.06
					Total :	22,448.06
12016	6/8/2021	402609 BANK OF NEW YORK, THE	060321		SBRPCA REVENUE BONDS 2007 SERIE	36,161.50
					Total :	36,161.50
12017	6/8/2021	106110 ADVANCED BENEFIT SOLUTIONS, LLC	060721		HEALTH INSURANCE CLAIMS	85,182.39
					Total :	85,182.39
12018	6/8/2021	104058 ADMINSURE INC.	060721		WORKERS' COMP CLAIMS	36,806.02
					Total :	36,806.02
12019	6/10/2021	109929 ZIONS BANK	060821		2017 DIRECT PURCHASE LEASE BOND	288,745.75
					Total :	288,745.75
12020	6/10/2021	101641 CALPERS	100000016416823		SAFETY (CLASSIC) UAL PAYMENT FOR	586.92
					Total :	586.92
12021	6/10/2021	104058 ADMINSURE INC.	061021		WORKERS' COMP CLAIMS	24,107.88
					Total :	24,107.88
163498	6/22/2021	107290 ACOSTA, NOLBERTO	060121		MGMT ANNUAL HEALTH BENEFIT	399.99
					Total :	399.99
163499	6/22/2021	101602 ADLERHORST INTERNATIONAL, LLC	106485	035-01078	K9 SERVICE DOG FOR PD	12,930.00
			106508	035-01079	BASIC HANDLERS COURSE	5,700.00
			106594		REGISTRATION - K9 AGITATOR SEMIN/	300.00
					Total :	18,930.00
163500	6/22/2021	101748 AFTERMARKET PARTS COMPANY LLC, THE	82396872	037-09965	GTRANS AUTO PARTS	13.62
			82397299	037-09965	GTRANS AUTO PARTS	273.64
			82397301	037-09965	GTRANS AUTO PARTS	3,084.97
					Total :	3,372.23
163501	6/22/2021	101748 AFTERMARKET PARTS COMPANY LLC, THE	82305574	037-09965	GTRANS AUTO PARTS	494.47
			82305602	037-09965	GTRANS AUTO PARTS	1,224.52
			82313406	037-09965	GTRANS AUTO PARTS	34.73

Page: 1

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163501	6/22/2021	101748 101748 AFTERMARKET PARTS COMPANY LLC, T (Continued)				Total : 1,753.72
163502	6/22/2021	101882 AMERICAN PUBLIC TRANSPORTATION, ASSO	392423	037-10025	ANNUAL MEMBERSHIP DUES	26,000.00
					Total :	26,000.00
163503	6/22/2021	108625 ARAD OIL INC.	MAY 2021		CAR WASH	270.00
					Total :	270.00
163504	6/22/2021	111551 ARECHIGA, OSVALDO	042021		MILEAGE REIMBURSEMENT	86.58
					Total :	86.58
163505	6/22/2021	104687 AT&T	16524575 16553382		TELEPHONE TELEPHONE	394.46 470.63
					Total :	865.09
163506	6/22/2021	616090 AT&T	3103232408 06/01/21		TELEPHONE	1,513.46
					Total :	1,513.46
163507	6/22/2021	111170 AT&T FIRSTNET	287290395417X5102021 287290885074X6102021 287293420631X6102021 287295242065X6102021 287298156560X6102021 287303490376X6102021	023-01323	PD CELL PHONE ACCT #287290395417 CITYWIDE CELL PHONE ACCT #287290 PD CELL PHONE ACCT #287293420631 PD CELL PHONE ACCT #287295242065 COVID-19 FIRSTNET COMMUNICATION BUS CELL PHONE ACCT #28730349037	449.24 2,483.77 208.59 467.61 1,724.19 7.39
					Total :	5,340.79
163508	6/22/2021	100964 AT&T MOBILITY	287275681023X6012021		PD CELL PHONE ACCT #287275681023	33.67
					Total :	33.67
163509	6/22/2021	101327 AUTHORITY FOR CALIFORNIA, CITIES EXCES	2021-15 2021-21		INSURANCE RETROSPECTIVE PREMIL RETROSPECTIVE PREMIUM PAYMENT	251,825.67 590.44
					Total :	252,416.11
163510	6/22/2021	110686 AZTECH ELEVATOR COMPANY	AZ16859 AZ16877 AZ16878 AZ16879 AZ16880	024-00665 024-00665 024-00665 024-00665 024-00665	ELEVATOR MAINTENANCE - NCC ELEVATOR MAINTENANCE - NCC ELEVATOR MAINTENANCE - PW ELEVATOR MAINTENANCE - NCC ELEVATOR MAINTENANCE - CITY HALL	100.00 285.00 285.00 100.00 100.00

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163510	6/22/2021	110686 110686 AZTECH ELEVATOR COMPANY	(Continued)		Total :	870.00
163511	6/22/2021	110190 BASNET FAMILY CHILD CARE	MAY 2021		CHILD CARE PROVIDER	6,928.00
					Total :	6,928.00
163512	6/22/2021	111481 BATEMAN COMMUNITY LIVING, LLC	INV4650005678	034-00458	SENIOR FEEDING PROGRAM	6,284.25
			INV4650005679	034-00458	SENIOR FEEDING PROGRAM	4,776.03
			INV4650005711	034-00458	SENIOR FEEDING PROGRAM	11,535.09
					Total :	22,595.37
163513	6/22/2021	102054 BAVCO	103122		(19) BACKFLOW VALVE INSPECTIONS	855.00
			105468		BACKFLOW REPAIR	300.00
					Total :	1,155.00
163514	6/22/2021	102035 BD WHITE TOP SOIL CO., INC.	85059		PARK MAINT SUPPLIES	107.31
					Total :	107.31
163515	6/22/2021	104302 BEE N' WASP NEST REMOVAL, SERVICE, LLC	020111		HONEY BEE NEST REMOVAL - 2626 W.	95.00
					Total :	95.00
163516	6/22/2021	107747 BENGAR PRODUCTIONS	6732		EMBROIDERY - GARDENA EST 1930 LC	216.00
			6734		EMBROIDERY - CITY LOGO POLO SHIR	150.00
			6735		EMBROIDERY - COG RECREATION LOC	750.00
			6740		CITY SEALS - COG SEAL, LADIES XL, 2	180.00
			6791		EMBROIDERY - COG LOG REFLECTIVE	930.00
					Total :	2,226.00
163517	6/22/2021	111770 BLENDMAGIC PRODUCTS	1013		SEWER PROGRAM SUPPLIES	945.00
					Total :	945.00
163518	6/22/2021	102331 BLUE DIAMOND MATERIALS	2225682		STREET MAINT SUPPLIES	94.30
					Total :	94.30
163519	6/22/2021	108715 BOBBS, CINDY	MAY 2021		CHILD CARE PROVIDER	4,464.00
					Total :	4,464.00
163520	6/22/2021	111615 BUCKNAM INFRASTRUCTURE GROUP, INC	369-01.05	024-00709	PAVEMENT MANAGEMENT PROGRAM	9,761.68

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163520	6/22/2021	111615 111615 BUCKNAM INFRASTRUCTURE GROUP, IN (Continued)			Total :	9,761.68
163521	6/22/2021	103383 CALPORTLAND	95048320		STREET MAINT SUPPLIES	1,339.03
					Total :	1,339.03
163522	6/22/2021	823003 CARL WARREN & COMPANY	MAY 2021		CLAIMS MANAGEMENT	1,014.35
					Total :	1,014.35
163523	6/22/2021	111122 CARR OMEZE, ALEXANDER	060821		MGMT ANNUAL HEALTH BENEFIT	561.75
					Total :	561.75
163524	6/22/2021	111486 CENTRALSQUARE TECHNOLOGIES	315781	032-00087	TRAKIT ANNUAL MAINTENANCE - FY 20	16,212.26
					Total :	16,212.26
163525	6/22/2021	111773 CHAN, ALVIN	RA-LEE		COVID-19 RENTAL ASSISTANCE PROGI	4,950.00
					Total :	4,950.00
163526	6/22/2021	110605 CHANDLER ASSET MANAGEMENT	2105GARDENA	013-00028	INVESTMENT SERVICES - MAY 2021	1,375.18
					Total :	1,375.18
163527	6/22/2021	103127 CHILD 2 CHILD CONNECTION, FAMILY DAY CA	MAY 2021		CHILD CARE PROVIDER	3,659.00
					Total :	3,659.00
163528	6/22/2021	110215 CLEVER DEVICES LTD	PJINV00386629	037-09769	PURCHASE AND INSTALLATION OF AN	37,521.00
					Total :	37,521.00
163529	6/22/2021	104338 CODE PUBLISHING, INC.	70009		MUNICIPAL CODE - WEB UPDATE	907.25
					Total :	907.25
163530	6/22/2021	103465 COMMUNITY VETERINARY HOSPITAL	438056		VETERINARY SERVICES - MAXO	1,073.50
					Total :	1,073.50
163531	6/22/2021	102388 COPYLAND, INC.	75360	037-09961	GTRANS TRIFOLD BROCHURES, 8.5X1	293.43
					Total :	293.43
163532	6/22/2021	109913 COSTAR REALTY INFORMATION INC.	114248831		COSTAR SUITE - MAY-JUN 2021	1,991.88
					Total :	1,991.88
163533	6/22/2021	103807 CPCA	18567		ANNUAL MEMBERSHIP DUES	1,852.00

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163533	6/22/2021	103807 103807 CPCA	(Continued)		Total :	1,852.00
163534	6/22/2021	103461 CPS	INV12320		TESTING MATERIAL	728.00
					Total :	728.00
163535	6/22/2021	103353 CRM COMPANY, LLC.	LA18047		SCRAP TIRE DISPOSAL FEE	49.50
			LA18048		SCRAP TIRE DISPOSAL FEE	49.50
			LA18049		SCRAP TIRE DISPOSAL FEE	49.50
			LA18050		SCRAP TIRE DISPOSAL FEE	49.50
					Total :	198.00
163536	6/22/2021	110319 CWE DIRECTOR	21507	024-00687	MS4 & NPDES PERMIT & WATER QUAL	22,913.70
					Total :	22,913.70
163537	6/22/2021	107082 CXTEC INC.	7092004		RAPIDCARE 24X7 HARDWARE & TAC S	390.00
					Total :	390.00
163538	6/22/2021	104736 D&R OFFICE WORKS, INC.	0121029	024-00724	PW ENGINEERING OFFICE REMODEL	29,412.63
					Total :	29,412.63
163539	6/22/2021	102228 DAILY BREEZE	0000513221		NOTICE OF PUBLIC HEARING - CDBG	618.32
					Total :	618.32
163540	6/22/2021	111377 DE NOVO PLANNING GROUP	2974	032-00071	PROFESSIONAL SERVICES - MELIA EV	5,772.35
					Total :	5,772.35
163541	6/22/2021	105951 DECALS BY DESIGN, INC.	15826	037-10026	GTRANS BUS DECALS	4,145.43
					Total :	4,145.43
163542	6/22/2021	303459 DEPARTMENT OF JUSTICE	512367		FINGERPRINT APPS - MAY 2021	1,888.00
					Total :	1,888.00
163543	6/22/2021	312117 DEPARTMENT OF WATER & POWER	060121		LIGHT & POWER	66.37
					Total :	66.37
163544	6/22/2021	104343 DISCOUNT SCHOOL SUPPLY	P40326760101	331-00052	FCC PROGRAM SUPPLIES	158.76
			P40326760102	331-00052	FCC PROGRAM SUPPLIES	306.37

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163544	6/22/2021	104343 104343 DISCOUNT SCHOOL SUPPLY	(Continued)		Total :	465.13
163545	6/22/2021	109416 E S SPORTS	11305		CUSTOM GRAPHICS FOR UNIT PE-9	311.68
			11306		CUSTOM GRAPHICS FOR UNIT P16	230.02
			11308		CUSTOM GRAPHICS FOR UNIT P14	295.14
			11321		WINDOW TINT FOR CHIEFS EXPLOREF	50.00
					Total :	886.84
163546	6/22/2021	107690 ENLIGHTENMENT CHILD, DEVELOPMENT CEI MAY 2021			CHILD CARE PROVIDER	7,999.00
					Total :	7,999.00
163547	6/22/2021	105778 ENNIS PAINT, INC.	413252		STREET MAINT SUPPLIES	1,598.63
					Total :	1,598.63
163548	6/22/2021	106459 ENTERPRISE FM TRUST	FBN4220803	023-01294	ENTERPRISE LEASE - JUNE 2021	6,283.14
			FBN4223200	023-01294	ENTERPRISE LEASE - JUNE 2021 - PD	9,106.21
					Total :	15,389.35
163549	6/22/2021	107510 ESCALANTE, WENDY E.	MAY 2021		CHILD CARE PROVIDER	5,504.00
					Total :	5,504.00
163550	6/22/2021	109426 ESPINOSA, VANESSA	05/31-06/09/21		PROFESSIONAL SERVICES - CASE WC	126.00
					Total :	126.00
163551	6/22/2021	105650 EWING IRRIGATION PRODUCTS	14328135		PARK MAINT SUPPLIES	29.23
					Total :	29.23
163552	6/22/2021	104380 E-Z FLOW CONCRETE PUMPING	9387		STREET MAINT SUPPLIES	325.00
					Total :	325.00
163553	6/22/2021	106109 FASTSIGNS	0094-95936	024-00707	PW OFFICE BLDG SIGNAGE	5,377.88
					Total :	5,377.88
163554	6/22/2021	106129 FEDEX	3-361-10975		SHIPPING SERVICES	51.94
			7-341-83147		SHIPPING SERVICES	122.75
			7-387-10939		SHIPPING SERVICES	30.25
					Total :	204.94

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163555	6/22/2021	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2504682105		DRUG TEST/ADMIN FEE	400.40
					Total :	400.40
163556	6/22/2021	106465 FOX FIRST AID & SAFETY INC	65138		TREE TRIMMING SUPPLIES	86.00
					Total :	86.00
163557	6/22/2021	109163 FUEL SOLUTIONS, INC.	21-1863	037-09851	DESIGN CONSULTING SERVICES - CN	13,169.00
					Total :	13,169.00
163558	6/22/2021	112566 GALLS, LLC	BC1348963		PD UNIFORM SUPPLIES	2,708.66
					Total :	2,708.66
163559	6/22/2021	107724 GARCIA, CLAUDIA CRISTINA	MAY 2021		CHILD CARE PROVIDER	10,324.00
					Total :	10,324.00
163560	6/22/2021	207133 GARCIA, NANCY C.	MAY 2021		CHILD CARE PROVIDER	8,001.00
					Total :	8,001.00
163561	6/22/2021	107030 GARDENA AUTO PARTS	134045		PW AUTO PARTS	903.49
			134117		PW AUTO PARTS	15.28
			134188		PW AUTO PARTS	110.87
			135902		SEWER PROGRAM SUPPLIES	12.44
			135957		PW AUTO PARTS	16.67
			135988		PW AUTO PARTS	63.02
			136297		SEWER PROGRAM SUPPLIES	178.47
					Total :	1,300.24
163562	6/22/2021	107662 GARDENA TOWER INN	060821		REIMBURSEMENT - EMERGENCY SER'	160.00
					Total :	160.00
163563	6/22/2021	107011 GARDENA VALLEY NEWS, INC.	00106692		SUMMARY OF ORDINANCE NO. 1829 -	143.50
			00106698		SUMMARY OF ORDINANCE NO. 1830 -	115.50
			00106754		NOTICE OF PUBLIC HEARING - CUP 2-	133.00
					Total :	392.00
163564	6/22/2021	619005 GAS COMPANY, THE	060221		GAS	2,168.81
			060721		CNG FUEL	848.39

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163564	6/22/2021	619005 619005 GAS COMPANY, THE	(Continued)			Total : 3,017.20
163565	6/22/2021	106470 GILLIG LLC	40810553	037-09968	GTRANS AUTO PARTS	41.67
			40811012	037-09968	GTRANS AUTO PARTS	105.13
					Total :	146.80
163566	6/22/2021	619004 GOLDEN STATE WATER CO.	060121		WATER	13,511.86
					Total :	13,511.86
163567	6/22/2021	107513 GRAINGER	9854786911		STREET MAINT SUPPLIES	1,412.49
			9902634485		BUS FACILITY SUPPLIES	20.80
			9914269973		BUS FACILITY SUPPLIES	90.17
			9926769556		BUS FACILITY SUPPLIES	131.33
			9927942798		BUS FACILITY SUPPLIES	193.72
					Total :	1,848.51
163568	6/22/2021	110435 GUERRERO, ANGELICA	MAY 2021		CHILD CARE PROVIDER	8,017.00
					Total :	8,017.00
163569	6/22/2021	110588 H&H NURSERY	16187		TREE TRIMMING MAINT SUPPLIES	197.37
					Total :	197.37
163570	6/22/2021	106300 HARDY & HARPER, INC.	001	024-00734	WESTERN AVE. STREET IMPROVEMEN	294,301.26
					Total :	294,301.26
163571	6/22/2021	108607 HENDERSON-BATISTE, TANEKA	MAY 2021		CHILD CARE PROVIDER	4,086.00
					Total :	4,086.00
163572	6/22/2021	111716 HERALD PUBLICATION INC	57878		NOTICE OF PUBLIC HEARING - DEVEL	336.00
					Total :	336.00
163573	6/22/2021	108434 HOME DEPOT CREDIT SERVICES	4310835		PARK MAINT SUPPLIES	501.58
			5041162		BLDG MAINT SUPPLIES	279.15
			5511414		BLDG MAINT SUPPLIES	29.64
			5523942		SIGNS/SIGNALS SUPPLIES	13.19
			7043685		GTRANS MAINT SUPPLIES	39.35
			7542364		SIGNS/SIGNALS SUPPLIES	18.72
			8046306		PARK MAINT SUPPLIES	42.15

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163573	6/22/2021	108434 HOME DEPOT CREDIT SERVICES	(Continued) 8052758 8543543 9054312 9054313		BLDG MAINT SUPPLIES BLDG MAINT SUPPLIES BLDG MAINT SUPPLIES BLDG MAINT SUPPLIES	149.70 28.38 701.19 83.87
Total :						1,886.92
163574	6/22/2021	108430 HOME PIPE & SUPPLY	F31233		BLDG MAINT SUPPLIES	134.76
Total :						134.76
163575	6/22/2021	111638 HUGHES, DORIS	RECEIPT #75488		REFUND - EVENT CANCELLED DUE TO	25.00
Total :						25.00
163576	6/22/2021	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	39127 39129 39130		PD PROGRAM SUPPLIES PW MAINT SUPPLIES PW MAINT SUPPLIES	486.20 493.54 645.31
Total :						1,625.05
163577	6/22/2021	111717 INTEGRATED INJURY MANAGEMENT, SERVICE	6299	037-10015	CONSULTATION SERVICES	125.00
Total :						125.00
163578	6/22/2021	103064 ITERIS, INC.	129228 130175	024-00717 024-00717	TRAFFIC SIGNAL PROJECT - VERMONT TRAFFIC SIGNAL PROJECT - VERMONT	4,595.91 4,449.39
Total :						9,045.30
163579	6/22/2021	110733 J & S PROPERTY MANAGEMENT AND, MAINTENANCE	5526	037-09958	LANDSCAPE MAINTENANCE SERVICES	1,295.00
Total :						1,295.00
163580	6/22/2021	105226 JEKAL FAMILY CHILD CARE	MAY 2021		CHILD CARE PROVIDER	6,735.00
Total :						6,735.00
163581	6/22/2021	111045 KJ SERVICES	2171 2193		USED OIL PROGRAM EXPENSE - APRIL USED OIL PROGRAM EXPENSE - MAY	2,677.31 276.25
Total :						2,953.56
163582	6/22/2021	105900 KONECRANES, INC.	154494276		PREVENTATIVE MAINT & INSPECTION	525.00
Total :						525.00

Voucher List
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Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163583	6/22/2021	312240 L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	IN210000945	024-00679	LABOR & EQUIPMENT CHARGES - TS 1	2,537.71
					Total :	2,537.71
163584	6/22/2021	312039 L.A. COUNTY FIRE DEPARTMENT	C0009871		FIRE PROTECTION SERVICES - JULY 2	881,879.94
					Total :	881,879.94
163585	6/22/2021	312113 L.A. COUNTY SHERIFF'S DEPT	212202BL		INMATE MEAL DELIVERY PROGRAM - A	199.90
					Total :	199.90
163586	6/22/2021	109939 LA UNIFORMS & TAILORING	8825		PD UNIFORM SUPPLIES	992.36
			8886		PD UNIFORM SUPPLIES	691.49
			8907		PD UNIFORM SUPPLIES	126.73
			8909		PD UNIFORM SUPPLIES	691.49
			9019		PD UNIFORM SUPPLIES	655.16
					Total :	3,157.23
163587	6/22/2021	112015 LACERDA, DALVANICE	MAY 2021		CHILD CARE PROVIDER	8,064.00
					Total :	8,064.00
163588	6/22/2021	102082 LACPCA	SAFFELL 10/19-10/22		REGISTRATION - STRATEGIC PLANNIN	200.00
					Total :	200.00
163589	6/22/2021	112014 LAKESHORE LEARNING MATERIALS	4244290521	331-00053	FCC PROGRAM SUPPLIES	531.31
					Total :	531.31
163590	6/22/2021	110777 LEARN N PLAY FAMILY DAYCARE	MAY 2021		CHILD CARE PROVIDER	5,144.00
					Total :	5,144.00
163591	6/22/2021	102376 LEXISNEXIS RISK SOLUTIONS	1328345-20210531		MONTHLY SUBSCRIPTION FEE	1,393.48
					Total :	1,393.48
163592	6/22/2021	112260 LIEBERT CASSIDY WHITMORE	1517430		LEGAL SERVICES	454.50
			1517431		LEGAL SERVICES	1,320.00
			1517432		LEGAL SERVICES	1,482.00
			1517433		LEGAL SERVICES	8,069.00
			1517434		LEGAL SERVICES	364.00
			1517435		LEGAL SERVICES	8,359.70

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163592	6/22/2021	112260 LIEBERT CASSIDY WHITMORE	(Continued) 1517436		LEGAL SERVICES	704.00
					Total :	20,753.20
163593	6/22/2021	102233 LITTLE PEOPLE DAY CARE	MAY 2021		CHILD CARE PROVIDER	4,932.00
					Total :	4,932.00
163594	6/22/2021	109517 LOAD N' GO BUILDING MATERIALS	19515 19596		STREET MAINT SUPPLIES STREET MAINT SUPPLIES	26.45 77.13
					Total :	103.58
163595	6/22/2021	312665 LOS ANGELES SUPERIOR COURT	JAN-MAR 2021	035-01018	PARKING CITATION SURCHARGE	68,712.50
					Total :	68,712.50
163596	6/22/2021	112615 LU'S LIGHTHOUSE, INC.	01196796	037-09974	GTRANS SHOP SUPPLIES	23.60
					Total :	23.60
163597	6/22/2021	105082 MAJESTIC LIGHTING, INC.	ML80466	037-10017	GTRANS MAINT SUPPLIES	19,426.05
					Total :	19,426.05
163598	6/22/2021	109203 MAKAI SOLUTIONS	SD239	037-09962	FACILITIES AND EQUIPMENT MAINTEN	3,366.00
					Total :	3,366.00
163599	6/22/2021	104841 MAR-CO EQUIPMENT COMPANY	178606		SEWER MAINT SUPPLIES	727.06
					Total :	727.06
163600	6/22/2021	110306 MARIPOSA LANDSCAPES, INC	93047 93423	024-00669 024-00669	MEDIAN LANDSCAPE MAINTENANCE MEDIAN LANDSCAPE MAINTENANCE	6,924.00 6,924.00
					Total :	13,848.00
163601	6/22/2021	105295 MARQUEZ, DIANA	061621		MEDICAL REIMBURSEMENT	53.57
					Total :	53.57
163602	6/22/2021	107644 MARTINEZ, CHERYL NAOMI	MAY 2021		CHILD CARE PROVIDER	8,364.00
					Total :	8,364.00
163603	6/22/2021	104773 MARTINEZ, KAMBY	MAY 2021		CHILD CARE PROVIDER	7,306.00

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163603	6/22/2021	104773 104773 MARTINEZ, KAMBY	(Continued)		Total :	7,306.00
163604	6/22/2021	113046 MARX BROS. FIRE EXTINGUISHER, CO., INC.	P30531		FIRE EXTINGUISHER SERVICE - PW	395.00
			P30545		FIRE EXTINGUISHER SERVICE - PW	565.91
					Total :	960.91
163605	6/22/2021	113064 MCMASTER-CARR SUPPLY COMPANY	59079039		PW MAINT SUPPLIES	230.39
					Total :	230.39
163606	6/22/2021	111604 MICRO ELECTRONICS, INC	11315621		COMPUTER REPLACEMENT PARTS	500.96
					Total :	500.96
163607	6/22/2021	111695 MITTAL LEGACY LP	RA-DUARTE		COVID-19 RENTAL ASSISTANCE PROGI	4,800.00
					Total :	4,800.00
163608	6/22/2021	109569 MOORE, JOHN	PERMIT #16840		PERMIT DEPOSIT REFUND - 1150 W. 16	500.00
					Total :	500.00
163609	6/22/2021	113355 MR. HOSE INC.	189150		PW AUTO PARTS	10.14
					Total :	10.14
163610	6/22/2021	113295 MUNISERVICES, LLC	INV06-011821		SALES TAX AUDIT SERVICES FOR QTR	160.77
					Total :	160.77
163611	6/22/2021	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	530196		PROPANE GAS	201.70
			531373		PROPANE GAS	239.08
					Total :	440.78
163612	6/22/2021	114826 NATIONAL STOCK SIGN CO., INC.	108877		SIGN - 12"X18" "NO PARKING"	694.58
					Total :	694.58
163613	6/22/2021	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	71401668		EMPLOYMENT PHYSICAL & DOT RECE	1,653.00
			71481772		EMPLOYMENT PHYSICAL, DOT RECER	1,476.00
			71545385		DOT RECERTIFICATION & RANDOM BA	517.50
					Total :	3,646.50
163614	6/22/2021	115168 OFFICE DEPOT	168914947-002		FCC OFFICE SUPPLIES	3.37
			169663058		REC OFFICE SUPPLIES	28.72

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
163614	6/22/2021	115168 OFFICE DEPOT	(Continued) 171329845-002 171465007 171629843 172336427 173396509 173397638 173906729 173906918 173995407 174002378		PD OFFICE SUPPLIES PD OFFICE SUPPLIES CM OFFICE SUPPLIES BUS OFFICE SUPPLIES FCC OFFICE SUPPLIES FCC OFFICE SUPPLIES BUS OFFICE SUPPLIES BUS OFFICE SUPPLIES PD OFFICE SUPPLIES PD OFFICE SUPPLIES	12.12 24.24 91.08 61.83 67.99 19.83 43.06 19.46 244.02 118.17
Total :						733.89
163615	6/22/2021	111676 ONYX PAVING COMPANY INC.	02	024-00720	LOCAL STREET IMPROVEMENT 2018/2	179,414.61
Total :						179,414.61
163616	6/22/2021	111358 O'REILLY AUTO PARTS	122193 126802 127582 127885 127968		PW AUTO PARTS SEWER PROGRAM SUPPLIES PW AUTO PARTS PW AUTO PARTS PW AUTO PARTS	69.44 126.32 251.24 22.04 94.76
Total :						563.80
163617	6/22/2021	115810 ORKIN PEST CONTROL	212647686 212647689 212647691		PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703 PEST CONTROL - ACCT #27336703	237.00 237.00 237.00
Total :						711.00
163618	6/22/2021	109890 OWUSU FAMILY CHILD CARE	MAY 2021		CHILD CARE PROVIDER	8,300.00
Total :						8,300.00
163619	6/22/2021	110403 PENN RECORDS MANAGEMENT	00123647		OFF-SITE STORAGE SERVICES - MAY 2	54.25
Total :						54.25
163620	6/22/2021	108600 PHOENIX GROUP INFORMATION, SYSTEMS	0320211211	035-01020	PARKING CONTRACT SERVICES - MAR	38.25
Total :						38.25
163621	6/22/2021	105574 PINNACLE PETROLEUM, INC.	0248745	037-09960	87 OCTANE REGULAR UNLEADED CAR	29,656.37

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163621	6/22/2021	105574 PINNACLE PETROLEUM, INC.	(Continued) 0248747	037-09960	87 OCTANE REGULAR UNLEADED CAR	28,208.60
Total :						57,864.97
163622	6/22/2021	102677 PROVIDENCE HEALTH & SERVICES	600000283 06/05/21		PRE-EMPLOYMENT PHYSICAL EXAMS	680.00
Total :						680.00
163623	6/22/2021	106092 PRUDENTIAL OVERALL SUPPLY	42626920		UNIFORM & SUPPLY RENTAL	148.03
			42626924		UNIFORM & SUPPLY RENTAL	47.16
			42626925		SUPPLY RENTAL - MATS - GTRANS	50.10
			42626927		SUPPLY RENTAL - MATS - NCC	13.65
			42626928		SUPPLY RENTAL - MATS - CH	19.00
			42626929		SUPPLY RENTAL - MATS - PD	91.60
			42626930		SUPPLY RENTAL - MATS - HS	11.60
			42627264		UNIFORM & SUPPLY RENTAL	1,300.41
			42629100	024-00682	CUSTODIAL SUPPLIES	2,357.57
			42629117		UNIFORM & SUPPLY RENTAL	148.03
			42629136		UNIFORM & SUPPLY RENTAL	47.16
			42629137		SUPPLY RENTAL - MATS - GTRANS	50.10
			42629399		UNIFORM & SUPPLY RENTAL	280.60
			42631236		UNIFORM & SUPPLY RENTAL	148.03
			42631257		UNIFORM & SUPPLY RENTAL	47.16
			42631259		SUPPLY RENTAL - MATS - GTRANS	50.10
			42631261		SUPPLY RENTAL - MATS - NCC	13.65
			42631262		SUPPLY RENTAL - MATS - CH	19.00
			42631263		SUPPLY RENTAL - MATS - PD	91.60
			42631264		SUPPLY RENTAL - MATS - HS	11.60
Total :						4,946.15
163624	6/22/2021	108623 PUN GROUP LLP, THE	112977	023-01296	AUDIT SERVICES DURING FY 2020-202	20,000.00
Total :						20,000.00
163625	6/22/2021	109466 PYNN, DANA	060921		MGMT ANNUAL HEALTH BENEFIT	500.00
Total :						500.00
163626	6/22/2021	117603 QUALITY MEDICAL SERVICE	23446		BUS FIRST AID SUPPLIES	1,326.37
Total :						1,326.37

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163627	6/22/2021	103072 REACH	0621653		EAP SERVICES/REACHLINE NEWSLET	902.00
Total :						902.00
163628	6/22/2021	108886 REDMON GROUP INC.	RG2021076		GTRANS WEBSITE SUPPORT	409.90
			RG2021106	037-09989	GTRANS WEBSITE SUPPORT	2,253.13
Total :						2,663.03
163629	6/22/2021	118476 RICOH USA, INC.	9028813120		RICOH MPC6003 COPIER LEASE - PD 5	1,900.88
			9028813127		RICOH MPC3503 COPIER LEASE - CHIE	523.80
			9028892710		RICOH DD6650P COPIER LEASE - PRIN	556.24
			9028892711		RICOH MPC3503 COPIER LEASE - PW	165.00
			9028892712		RICOH MPC3503 COPIER LEASE - HS~	137.72
			9028892713		RICOH PRO8100SE COPIER LEASE - PI	380.97
			9028892717		RICOH MPC3503 COPIER LEASE - FCC	407.11
			9028892894		RICOH MPC6003 COPIER LEASE - PD 5	228.83
			9028893033		RICOH MPC3503 COPIER LEASE - ADM	175.71
			9028893281		RICOH MPC3503 COPIER LEASE - CHI	147.04
			9028893282		RICOH MPC3503 COPIER LEASE - REC	187.53
			9028893283		RICOH MPC3503 COPIER LEASE -SR. E	171.08
			9028893394		RICOH MPC3503 COPIER LEASE - GTR	182.17
			9028893511		RICOH COPIER LEASE & USAG CHARG	2,561.97
			9028912351		RICOH MPC3503 COPIER LEASE - CD~	236.10
			9028912354		RICOH MPC3503 COPIER LEASE - CLEI	175.70
			9028912355		RICOH PRO8100SE COPIER LEASE - PI	459.79
			9028912360		RICOH MPC3503 COPIER LEASE - CM~	246.46
			9028912361		RICOH MPC6502SP COPIER LEASE - PI	738.33
			9028920159		RICOH DD6650P COPIER LEASE - PRIN	556.24
Total :						10,138.67
163630	6/22/2021	110205 ROSS & BARUZZINI, INC.	44637	037-09885	CONSULTING SERVICES FOR SCHEDU	4,800.00
			44907	037-09885	CONSULTING SERVICES FOR SCHEDU	4,800.00
Total :						9,600.00
163631	6/22/2021	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	92165		PD PROGRAM SUPPLIES	88.20
			92167		PD PROGRAM SUPPLIES	7.17
Total :						95.37

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163632	6/22/2021	108583 SALDANA, VICTOR	06/27-07/02		TRAINING - FIREARMS INSTRUCTOR C	200.00
					Total :	200.00
163633	6/22/2021	119016 SAM'S CLUB	3622		PW WEEK EVENT SUPPLIES	29.43
					Total :	29.43
163634	6/22/2021	119537 SAN DIEGO POLICE EQUIPMENT CO.	647605		PD PROGRAM SUPPLIES	1,467.35
					Total :	1,467.35
163635	6/22/2021	119914 SANTA ANA COLLEGE	93142	035-01081	REGISTRATION - PRE ACADEMY #242 /	2,714.00
					Total :	2,714.00
163636	6/22/2021	111772 SANTELIZ, DANIEL	PERMIT #50018-1239		PERMIT DEPOSIT REFUND - 1330 W.	5,000.00
					Total :	5,000.00
163637	6/22/2021	107006 SHAMROCK COMPANIES	2503528		PARK MAINT SUPPLIES	77.03
					Total :	77.03
163638	6/22/2021	106050 SHEHATA, AMY	MAY 2021		CHILD CARE PROVIDER	6,220.00
					Total :	6,220.00
163639	6/22/2021	119233 SHERWIN-WILLIAMS CO.	6789-4		STREET MAINT SUPPLIES	486.47
			8500-3		PARK MAINT SUPPLIES	203.91
			8502-9		STREET MAINT SUPPLIES	747.35
			8527-6		STREET MAINT SUPPLIES	780.97
			9309-5		STREET MAINT SUPPLIES	74.62
			9976-1		STREET MAINT SUPPLIES	568.80
					Total :	2,862.12
163640	6/22/2021	107442 SHIN, TED	06/27-07/02		TRAINING - FIREARMS INSTRUCTOR C	200.00
					Total :	200.00
163641	6/22/2021	119248 SIDEBOTHAM, RICHARD	09062		MONTHLY SERVICE - COUNTING MACH	500.00
					Total :	500.00
163642	6/22/2021	101649 SILVIA ESPINOZA FAMILY CHILD, CARE	MAY 2021		CHILD CARE PROVIDER	2,679.00
					Total :	2,679.00

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163643	6/22/2021	108933 SLATER, YERENIS	060421		MEDICAL REIMBURSEMENT	1,000.00
					Total :	1,000.00
163644	6/22/2021	119378 SMARDAN SUPPLY CO.	S3614330		BUS FACILITY MAINT SUPPLIES	388.02
					Total :	388.02
163645	6/22/2021	119361 SMART & FINAL IRIS CO.	13301		JAZZ FESTIVAL PROGRAM SUPPLIES	125.29
			61001		JAZZ FESTIVAL SUPPLIES	17.49
					Total :	142.78
163646	6/22/2021	109531 SMILLIN, MAGE	MAY 2021		CHILD CARE PROVIDER	8,481.00
					Total :	8,481.00
163647	6/22/2021	119447 SOUTH BAY FORD	328263		PW AUTO PARTS	285.97
					Total :	285.97
163648	6/22/2021	119375 SOUTH COAST AIR QUALITY, MANAGEMENT I	3813502		CA AIR TOXICS "HOT SPOTS" PROGRA	137.63
			P69502		FEES - NOTICE OF VIOLATION, SECTIC	2,400.00
					Total :	2,537.63
163649	6/22/2021	619003 SOUTHERN CALIFORNIA EDISON	060121		LIGHT & POWER	104,606.24
					Total :	104,606.24
163650	6/22/2021	111758 SOUTHERN COMPUTER WAREHOUSE, INC	693283	023-01324	(20) WORKSTATIONS COMPUTER REPI	23,979.60
					Total :	23,979.60
163651	6/22/2021	108238 SPARKLETTS	15638236 052121		DRINKING WATER FILTRATION SYSTEM	37.00
					Total :	37.00
163652	6/22/2021	104126 SPECTRUM SOLUTIONS	0027122061121		CABLE & BACKUP INTERNET SERVICE	4,031.80
					Total :	4,031.80
163653	6/22/2021	103044 SPRINT	LCI-305572		L-SITE GPS	150.00
					Total :	150.00
163654	6/22/2021	119548 ST. JOHN LUTHERAN CHURCH	JULY 2021		SENIOR CITIZENS DAY CARE	900.00
					Total :	900.00

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163655	6/22/2021	119594 STANLEY PEST CONTROL	COG 0521 COG 0521-1		PEST CONTROL SERVICE - 1670 W 162 PEST CONTROL SERVICE - 2320 W. 149	654.00 117.00 Total : 771.00
163656	6/22/2021	109892 STANTEC CONSULTING SERVICES	1790822	037-10002	GTRANS DISPATCH AREA MODIFICATI	16,985.50 Total : 16,985.50
163657	6/22/2021	119010 STAPLES ADVANTAGE	3475602579 3476588428 3476588429 3476588430 3476956999		PW OFFICE SUPPLIES PW OFFICE SUPPLIES PW OFFICE SUPPLIES PW OFFICE SUPPLIES PW OFFICE SUPPLIES	141.38 119.68 11.57 15.31 81.57 Total : 369.51
163658	6/22/2021	111775 STARCHILD INTERVENTIONS	607		FCC PROVIDER EARLY INTERVENTION	150.00 Total : 150.00
163659	6/22/2021	110877 TAYLORING MINDS FAMILY CHILD, CARE	MAY 2021		CHILD CARE PROVIDER	4,532.00 Total : 4,532.00
163660	6/22/2021	110315 THEOBALD, CHRISTINA	060221		REIMBURSEMENT - SUPPORTIVE SER'	109.11 Total : 109.11
163661	6/22/2021	111761 TREETOP PRODUCTS	SOTRE80279 SOTRE80280	034-00477 034-00476	ROWLEY PARK IMPROVEMENT JOB NC FUKAI PARK IMPROVEMENT PROJECT	10,310.22 10,310.22 Total : 20,620.44
163662	6/22/2021	120854 TURF STAR INC.	7176590		PW AUTO PARTS	147.36 Total : 147.36
163663	6/22/2021	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 05/24/21 C.OSORIO CRESPO 05/24/21 GOLDMAN 04/22/21 HR 05/24/21 LEWIS 05/24/21 MACIEL 04/22/21 PD TRAINING4 4/22/21	035-01082	CAL CARD STATEMENT 04/23-05/24/21 CAL CARD STATEMENT 04/23-05/24/21 CAL CARD STATEMENT 04/23-05/24/21 CAL CARD STATEMENT 03/23-04/22/21 CAL CARD STATEMENT 04/23-05/24/21 CAL CARD STATEMENT 04/23-05/24/21 CAL CARD STATEMENT 03/23-04/22/21 CAL CARD STATEMENT 03/23-04/22/21	15.74 2,278.46 1,598.74 114.17 1,266.00 535.52 4,426.55 3,012.45

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163663	6/22/2021	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
			PYNN 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	509.94
			RECREATION 04/22/21		CAL CARD STATEMENT 03/23-04/22/21	3,716.16
			ROMERO 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	251.54
			SANTIN 04/22/21		CAL CARD STATEMENT 03/23-04/22/21	4,032.73
			SANTIN 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	1,288.65
			SANTOS 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	303.40
			SWEENEY 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	786.53
			WARD 05/24/21		CAL CARD STATEMENT 04/23-05/24/21	117.22
					Total :	24,253.80
163664	6/22/2021	109220 U.S. BANK EQUIPMENT FINANCE	444502785		RICOH MPC4503 COPIER LEASE - CD~	163.40
					Total :	163.40
163665	6/22/2021	107274 U.S. TOW, INC.	00261	037-09959	TOWING SERVICES FOR BUS #712	60.00
			00264	037-09959	TOWING SERVICES FOR BUS #768	108.00
			00267	037-09959	TOWING SERVICES FOR BUS #775	60.00
			00268	037-09959	TOWING SERVICES FOR BUS #724	60.00
			02416	037-09959	TOWING SERVICES FOR BUS #889	60.00
			03995	037-09959	TOWING SERVICES FOR BUS #2009	60.00
			03996	037-09959	TOWING SERVICES FOR BUS #2917	60.00
			03997	037-09959	TOWING SERVICES FOR BUS #2915	60.00
			04023	037-09959	TOWING SERVICES FOR BUS #732	60.00
			04662	037-09959	TOWING SERVICES FOR BUS #762	106.00
			04663	037-09959	TOWING SERVICES FOR BUS #2004	60.00
					Total :	754.00
163666	6/22/2021	104692 ULINE	133893532		BUS SHOP SUPPLIES	103.58
					Total :	103.58
163667	6/22/2021	121275 UNDERGROUND SERVICE ALERT, OF SC	520210284		NEW TICKETS	105.70
			dsb20202592		NEW TICKETS	55.38
					Total :	161.08
163668	6/22/2021	105549 VALDEZ, MATILDE	MAY 2021		CHILD CARE PROVIDER	9,631.00
					Total :	9,631.00

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163669	6/22/2021	122050 VERIZON WIRELESS	9879501850 9880029505 9880178207		PW CELL PHONE SERVICE~ CITY CELL PHONE SERVICE REC CELL PHONE SERVICE~	983.37 545.44 909.36 Total : 2,438.17
163670	6/22/2021	103841 VILLAGE AUTO SPA	FEB-APR 2021		CAR WASH	370.77 Total : 370.77
163671	6/22/2021	122435 VISTA PAINT CORPORATION	2021-032352-00		GTRANS FACILITY PAINT	117.84 Total : 117.84
163672	6/22/2021	111719 WALLACE & ASSOCIATES, CONSULTING, INC	21-03-GARDENA-JN930	024-00728	TRAFFIC SIGNAL IMPROVEMENT JN 93	1,791.00 Total : 1,791.00
163673	6/22/2021	108353 WALTERS WHOLESALE ELECTRIC CO	S118116463 S118116463.002		MAS FUKAI REHAB IMPROVEMENT - SI MAS FUKAI REHAB IMPROVEMENT - SI	516.45 337.99 Total : 854.44
163674	6/22/2021	123050 WILLIAMS SCOTSMAN, INC.	9010617014	035-01023	MODULAR BUILDING RENTAL CPX-804	2,212.87 Total : 2,212.87
163675	6/22/2021	111774 WISHING WELL LLC	RA-BAKAIMANI		COVID-19 RENTAL ASSISTANCE PROGI	3,540.00 Total : 3,540.00
163676	6/22/2021	103956 WORTHINGTON FORD	5120001		PD PROGRAM SUPPLIES	301.64 Total : 301.64
163677	6/22/2021	125001 YAMADA COMPANY, INC.	80865 80875		PARK MAINT SUPPLIES STREET MAINT SUPPLIES	26.40 66.44 Total : 92.84
163678	6/22/2021	107051 ZAVALETA, MARITZA	MAY 2021		CHILD CARE PROVIDER	3,692.00 Total : 3,692.00
188 Vouchers for bank code : usb						Bank total : 3,041,257.98
188 Vouchers in this report						Total vouchers : 3,041,257.98

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 20 inclusive of the check register are accurate and funds are available for payment thereof.

By: 
Chief Fiscal Officer

This is to certify that the claims or demands covered by checks listed on pages 1 to 20 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:

_____	06/22/2021
Mayor	Date

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

Acknowledged:

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

CITY OF GARDENA



INVESTMENT REPORT

April 2021

Reviewed: Deputy City Treasurer

Reviewed: Chief Fiscal Officer



City of Gardena Consolidated - Account #10647

MONTHLY ACCOUNT STATEMENT

APRIL 1, 2021 THROUGH APRIL 30, 2021

Chandler Team:

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

CHANDLER ASSET MANAGEMENT
chandlerasset.com

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

Portfolio Summary

As of April 30, 2021



PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.01
Average Coupon	1.18%
Average Purchase YTM	0.85%
Average Market YTM	0.31%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	1.13 yrs
Average Life	1.02 yrs

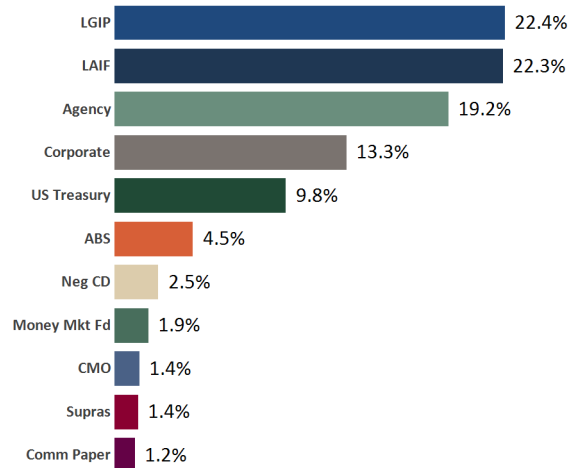
ACCOUNT SUMMARY

	Beg. Values as of 3/31/21	End Values as of 4/30/21
Market Value	29,752,493	29,768,835
Accrued Interest	60,276	65,730
Total Market Value	29,812,768	29,834,564
Income Earned	23,572	22,177
Cont/WD		
Par	23,379,293	23,399,085
Book Value	29,393,804	29,412,225
Cost Value	29,437,452	29,462,053

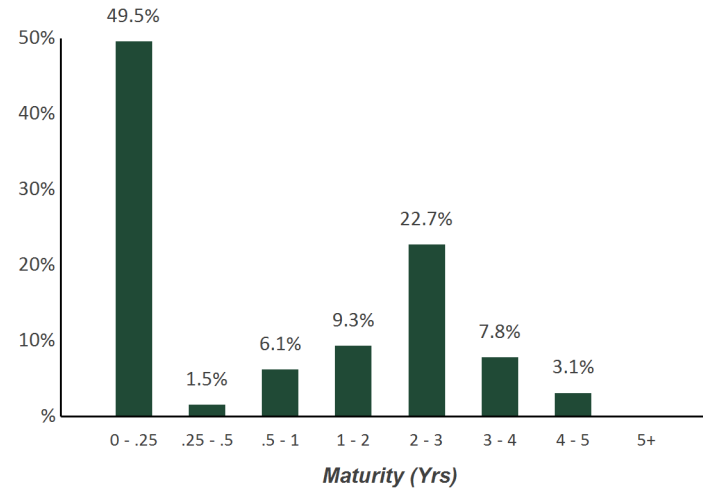
TOP ISSUERS

CalTrust	22.4%
Local Agency Investment Fund	22.3%
Federal Home Loan Mortgage Corp	10.3%
Government of United States	9.8%
Federal Home Loan Bank	4.2%
Federal National Mortgage Assoc	4.1%
Federal Farm Credit Bank	2.1%
First American Govt Oblig Fund	1.9%
Total	77.1%

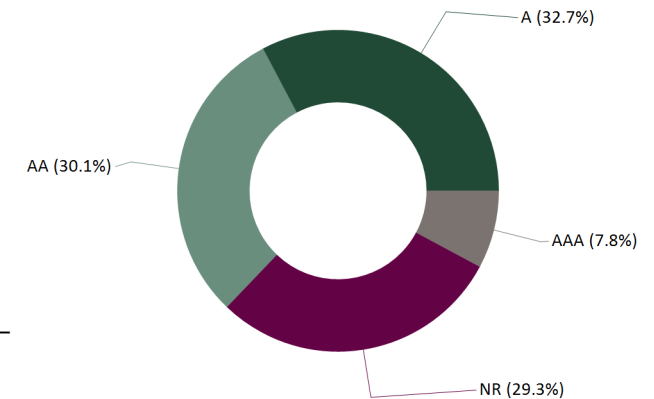
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of April 30, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	95,602.59	08/29/2019 1.98%	97,645.35 96,681.63	101.21 0.23%	96,755.27 135.12	0.32% 73.64	Aaa / AAA NR	1.87 0.41
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	289,632.55	Various 1.39%	296,413.07 293,192.03	101.32 0.31%	293,467.28 374.59	0.98% 275.25	Aaa / NR AAA	2.21 0.51
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	115,000.00	08/20/2019 1.79%	114,999.05 114,999.57	101.12 0.28%	116,282.48 90.98	0.39% 1,282.91	Aaa / AAA NR	2.29 0.74
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	80,000.00	10/01/2019 1.95%	79,993.83 79,995.95	101.65 0.25%	81,318.32 47.42	0.27% 1,322.37	NR / AAA AAA	2.98 0.97
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	215,000.00	07/06/2020 0.70%	219,736.72 218,736.86	101.60 0.22%	218,436.56 158.62	0.73% (300.30)	Aaa / AAA NR	3.04 1.10
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	120,000.00	10/16/2019 1.94%	119,993.66 119,995.70	101.63 0.28%	121,952.88 102.93	0.41% 1,957.18	Aaa / AAA NR	3.21 0.98
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	85,000.00	09/22/2020 0.38%	84,987.51 84,989.84	100.09 0.32%	85,074.89 11.36	0.29% 85.05	NR / AAA AAA	3.47 1.64
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	70,000.00	10/06/2020 0.36%	69,986.96 69,988.64	100.00 0.35%	69,999.30 10.89	0.23% 10.66	NR / AAA AAA	3.72 1.27
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	120,000.00	08/04/2020 0.48%	119,974.80 119,978.79	100.38 0.25%	120,459.60 17.23	0.40% 480.81	Aaa / NR AAA	3.81 1.74
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	80,000.00	02/17/2021 0.27%	79,998.54 79,998.63	99.89 0.34%	79,914.00 6.00	0.27% (84.63)	Aaa / NR AAA	3.98 1.49
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	60,000.00	03/02/2021 0.37%	59,988.47 59,988.93	99.77 0.49%	59,860.68 9.60	0.20% (128.25)	Aaa / NR AAA	4.38 1.79
Total ABS		1,330,235.14	1.13%	1,343,717.96 1,338,546.57	0.29%	1,343,521.26 964.74	4.51% 4,974.69	Aaa / AAA AAA	2.97 1.02
AGENCY									
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	320,000.00	12/19/2019 1.68%	319,654.40 319,889.84	100.99 0.07%	323,169.92 1,892.22	1.09% 3,280.08	Aaa / AA+ AAA	0.64 0.63

Holdings Report

As of April 30, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	350,000.00	10/30/2019 1.69%	355,124.00 351,635.86	101.62 0.07%	355,658.80 2,493.75	1.20% 4,022.94	Aaa / AA+ AAA	0.71 0.70
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	285,000.00	04/03/2020 0.45%	284,578.20 284,802.39	100.29 0.06%	285,837.05 68.28	0.96% 1,034.66	Aaa / AA+ AAA	0.94 0.94
3133ELYR9	FFCB Note 0.25% Due 5/6/2022	325,000.00	04/30/2020 0.31%	324,587.25 324,790.80	100.18 0.07%	325,588.25 394.97	1.09% 797.45	Aaa / AA+ AAA	1.02 1.01
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	350,000.00	06/04/2020 0.28%	349,790.00 349,884.07	100.17 0.09%	350,611.10 347.57	1.18% 727.03	Aaa / NR AAA	1.11 1.10
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	170,000.00	07/21/2020 0.24%	169,615.80 169,763.81	100.04 0.09%	170,075.31 56.67	0.57% 311.50	Aaa / AA+ AAA	1.24 1.23
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 352,530.87	104.69 0.22%	366,427.95 1,363.54	1.23% 13,897.08	Aaa / AA+ NR	1.86 1.82
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	305,000.00	05/05/2020 0.39%	304,871.90 304,913.97	100.35 0.20%	306,067.50 559.17	1.03% 1,153.53	Aaa / AA+ AAA	2.01 2.00
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	245,000.00	05/20/2020 0.35%	244,262.55 244,494.22	100.13 0.19%	245,323.40 270.52	0.82% 829.18	Aaa / AA+ AAA	2.06 2.05
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	300,000.00	06/24/2020 0.35%	299,124.00 299,371.20	100.06 0.22%	300,192.00 260.42	1.01% 820.80	Aaa / AA+ AAA	2.16 2.15
3135G05G4	FNMA Note 0.25% Due 7/10/2023	250,000.00	07/08/2020 0.32%	249,462.50 249,607.31	100.08 0.22%	250,190.75 192.71	0.84% 583.44	Aaa / AA+ AAA	2.19 2.19
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	300,000.00	08/19/2020 0.28%	299,694.00 299,764.51	100.02 0.24%	300,061.50 139.58	1.01% 296.99	Aaa / AA+ AAA	2.32 2.31
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	300,000.00	09/11/2020 0.24%	300,093.00 300,073.44	100.02 0.24%	300,052.80 110.42	1.01% (20.64)	Aaa / AA+ AAA	2.36 2.35
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 359,972.72	106.28 0.21%	371,966.00 1,369.62	1.25% 11,993.28	Aaa / AA+ AAA	2.37 2.30
3137EAey1	FHLMC Note 0.125% Due 10/16/2023	225,000.00	10/14/2020 0.25%	224,160.75 224,311.74	99.66 0.26%	224,244.90 11.72	0.75% (66.84)	Aaa / AA+ AAA	2.46 2.45
3137EAEZ8	FHLMC Note 0.25% Due 11/6/2023	335,000.00	11/03/2020 0.28%	334,698.50 334,747.19	99.98 0.26%	334,917.26 409.44	1.12% 170.07	Aaa / AA+ AAA	2.52 2.50
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 364,453.11	107.95 0.31%	377,832.00 4,692.19	1.28% 13,378.89	Aaa / AA+ AAA	2.61 2.49



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 163,879.69	107.71 0.39%	166,946.32 1,695.85	0.57% 3,066.63	Aaa / AA+ NR	3.13 2.98
3135G06G3	FNMA Note 0.5% Due 11/7/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,671.89	98.83 0.76%	345,908.50 821.53	1.16% (3,763.39)	Aaa / AA+ AAA	4.53 4.45
Total Agency		5,615,000.00	0.81%	5,671,181.30 5,648,558.63	0.22%	5,701,071.31 17,150.17	19.17% 52,512.68	Aaa / AA+ AAA	2.00 1.97
CMO									
3137BM6P6	FHLMC K721 A2 3.09% Due 8/25/2022	134,007.93	06/26/2019 2.09%	137,682.67 135,539.60	102.62 0.52%	137,520.28 345.07	0.46% 1,980.68	Aaa / NR NR	1.32 1.08
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	275,000.00	07/23/2019 2.21%	285,881.84 280,864.84	105.70 0.38%	290,679.68 151.71	0.97% 9,814.84	NR / NR AAA	2.07 1.96
Total CMO		409,007.93	2.17%	423,564.51 416,404.44	0.42%	428,199.96 496.78	1.44% 11,795.52	Aaa / NR AAA	1.83 1.68
COMMERCIAL PAPER									
89233GYP5	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	350,000.00	04/26/2021 0.18%	349,632.50 349,639.50	99.90 0.18%	349,639.50 0.00	1.17% 0.00	P-1 / A-1+ F-1	0.57 0.57
Total Commercial Paper		350,000.00	0.18%	349,632.50 349,639.50	0.18%	349,639.50 0.00	1.17% 0.00	Aaa / AAA AA	0.57 0.57
CORPORATE									
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	200,000.00	04/30/2019 2.64%	197,280.00 199,934.55	100.08 0.50%	200,152.20 1,755.00	0.68% 217.65	A1 / A AA-	0.05 0.05
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	200,000.00	04/25/2019 3.25%	202,274.00 200,000.00	100.05 1.42%	200,100.80 2,888.89	0.68% 100.80	A2 / A A	0.06 0.03
02665WBF7	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	07/30/2019 2.26%	197,692.00 199,766.61	100.28 0.26%	200,553.60 999.17	0.68% 786.99	A3 / A- NR	0.20 0.20
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	04/24/2019 2.74%	201,814.00 200,216.99	100.77 0.33%	201,548.80 1,435.00	0.68% 1,331.81	A1 / A+ NR	0.28 0.27

Holdings Report

As of April 30, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	02/21/2019 3.07%	246,827.50 249,148.56	101.70 0.23%	254,262.00 1,348.96	0.86% 5,113.44	A2 / A A+	0.80 0.71
459200JX0	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	05/16/2019 2.80%	200,300.00 200,103.86	102.71 0.23%	205,414.20 2,660.00	0.70% 5,310.34	A2 / A NR	1.04 1.01
24422ETV1	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	04/17/2019 2.78%	298,851.20 302,535.50	102.68 0.17%	313,169.43 965.41	1.05% 10,633.93	A2 / A A	1.36 1.34
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	04/25/2019 2.72%	199,856.00 199,934.01	103.93 0.37%	207,861.00 1,650.00	0.70% 7,926.99	A1 / A+ A+	1.70 1.66
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	11/21/2019 1.83%	203,350.00 201,777.24	103.65 0.14%	207,308.00 1,440.00	0.70% 5,530.76	Aa1 / AA+ NR	1.71 1.59
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	75,000.00	02/11/2020 1.75%	76,775.25 76,026.98	103.70 0.37%	77,773.28 492.92	0.26% 1,746.30	A2 / A- NR	1.75 1.63
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 198,532.13	104.21 0.30%	208,421.60 2,373.33	0.71% 9,889.47	Aa1 / AA+ NR	2.01 1.95
404280BA6	HSBC Holdings PLC Note 3.6% Due 5/25/2023	200,000.00	05/15/2019 2.97%	204,780.00 202,453.45	106.48 0.45%	212,968.80 3,120.00	0.72% 10,515.35	A2 / A- A+	2.07 1.98
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 253,508.83	106.58 0.32%	266,449.50 2,290.28	0.90% 12,940.67	A1 / AA- AA-	2.23 2.07
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	200,000.00	04/11/2019 2.90%	194,298.00 196,987.01	104.03 0.30%	208,062.80 916.67	0.70% 11,075.79	A1 / A AA-	2.30 2.08
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 209,247.02	106.44 0.38%	212,873.00 1,357.64	0.72% 3,625.98	Aaa / AAA AAA	2.77 2.51
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	200,000.00	07/16/2019 2.49%	206,600.00 204,061.84	107.55 0.59%	215,107.60 902.78	0.72% 11,045.76	Aa3 / A AA-	2.87 2.74
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	95,000.00	03/16/2021 0.77%	94,952.50 94,954.41	100.64 0.52%	95,609.24 85.10	0.32% 654.83	A2 / A A	2.88 2.77
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	225,000.00	09/22/2020 0.69%	239,145.75 237,079.09	104.96 0.81%	236,163.15 2,531.25	0.80% (915.94)	A2 / A AA	3.51 3.34



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	210,000.00	08/19/2020 0.91%	226,818.90 223,515.19	106.74 0.81%	224,146.23 1,127.00	0.76% 631.04	A2 / A- AA-	3.84 2.71
Total Corporate		3,810,000.00	2.33%	3,858,598.10 3,849,783.27	0.44%	3,947,945.23 30,339.40	13.33% 98,161.96	A1 / A+ AA-	1.75 1.60
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	6,653,874.68	Various 0.33%	6,653,874.68 6,653,874.68	1.00 0.33%	6,653,874.68 1,854.82	22.31% 0.00	NR / NR NR	0.00 0.00
Total LAIF		6,653,874.68	0.33%	6,653,874.68 6,653,874.68	0.33%	6,653,874.68 1,854.82	22.31% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
09CATR\$05	CalTrust Medium Term Fund	651,724.62	Various 0.29%	6,555,958.41 6,555,958.41	10.26 0.29%	6,686,694.59 0.00	22.41% 130,736.18	NR / A+ NR	0.00 0.00
Total Local Gov Investment Pool		651,724.62	0.29%	6,555,958.41 6,555,958.41	0.29%	6,686,694.59 0.00	22.41% 130,736.18	NR / A+ NR	0.00 0.00
MONEY MARKET FUND									
31846V203	First American Govt Obligation Fund Class Y	580,243.05	Various 0.01%	580,243.05 580,243.05	1.00 0.01%	580,243.05 0.00	1.94% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		580,243.05	0.01%	580,243.05 580,243.05	0.01%	580,243.05 0.00	1.94% 0.00	Aaa / AAA AAA	0.00 0.00
NEGOTIABLE CD									
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	06/24/2016 1.55%	248,000.00 248,000.00	100.25 0.06%	248,607.60 1,295.38	0.84% 607.60	NR / NR NR	0.16 0.16

Holdings Report

As of April 30, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
NEGOTIABLE CD									
08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	248,000.00	09/20/2016 1.55%	248,000.00 248,000.00	100.63 0.11%	249,560.42 252.76	0.84% 1,560.42	NR / NR NR	0.44 0.44
29976D2F6	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	02/09/2017 2.04%	248,000.00 248,000.00	101.62 0.01%	252,021.32 961.08	0.85% 4,021.32	NR / NR NR	0.79 0.79
Total Negotiable CD		744,000.00	1.71%	744,000.00	0.06%	750,189.34 2,509.22	2.52% 6,189.34	NR / NR NR	0.47 0.47
SUPRANATIONAL									
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	165,000.00	11/17/2020 0.32%	164,645.25 164,696.44	99.82 0.32%	164,694.75 179.90	0.55% (1.69)	Aaa / AAA AAA	2.57 2.55
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	225,000.00	01/26/2021 0.26%	240,736.50 239,459.45	106.00 0.41%	238,507.43 656.25	0.80% (952.02)	Aaa / AAA AAA	2.89 2.79
Total Supranational		390,000.00	0.29%	405,381.75 404,155.89	0.37%	403,202.18 836.15	1.35% (953.71)	Aaa / AAA AAA	2.76 2.69
US TREASURY									
912828M80	US Treasury Note 2% Due 11/30/2022	300,000.00	Various 1.60%	303,459.37 301,836.48	102.95 0.14%	308,835.90 2,505.49	1.04% 6,999.42	Aaa / AA+ AAA	1.59 1.56
912828VB3	US Treasury Note 1.75% Due 5/15/2023	250,000.00	12/16/2019 1.69%	250,517.58 250,309.30	103.18 0.19%	257,939.50 2,018.30	0.87% 7,630.20	Aaa / AA+ AAA	2.04 2.00
912828T26	US Treasury Note 1.375% Due 9/30/2023	300,000.00	Various 1.94%	293,108.59 296,120.46	102.75 0.24%	308,238.30 349.39	1.03% 12,117.84	Aaa / AA+ AAA	2.42 2.38
912828V80	US Treasury Note 2.25% Due 1/31/2024	200,000.00	11/26/2019 1.59%	205,304.69 203,493.59	105.37 0.29%	210,742.20 1,118.78	0.71% 7,248.61	Aaa / AA+ AAA	2.76 2.67
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	350,000.00	04/29/2021 0.34%	350,314.45 350,314.16	100.11 0.34%	350,382.90 57.38	1.17% 68.74	Aaa / AA+ AAA	2.96 2.94
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	300,000.00	12/12/2019 1.74%	309,691.41 306,660.97	106.51 0.35%	319,523.40 3,459.94	1.08% 12,862.43	Aaa / AA+ AAA	3.04 2.91
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 303,759.05	104.36 0.40%	313,078.20 1,305.25	1.05% 9,319.15	Aaa / AA+ AAA	3.25 3.16
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 348,930.93	99.66 0.59%	348,824.35 148.22	1.17% (106.58)	Aaa / AA+ AAA	3.92 3.87

Holdings Report

As of April 30, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 359,873.38	98.45 0.64%	359,325.35 381.04	1.21% (548.03)	Aaa / AA+ AAA	4.09 4.05
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	150,000.00	12/09/2020 0.41%	149,742.19 149,762.35	98.24 0.77%	147,363.30 234.89	0.49% (2,399.05)	Aaa / AA+ AAA	4.59 4.53
Total US Treasury		2,865,000.00	1.17%	2,875,900.99 2,871,060.67	0.38%	2,924,253.40 11,578.68	9.84% 53,192.73	Aaa / AA+ AAA	3.04 2.98
TOTAL PORTFOLIO		23,399,085.42	0.85%	29,462,053.25 29,412,225.11	0.31%	29,768,834.50 65,729.96	100.00% 356,609.39	Aa1 / AA AAA	1.13 1.01
TOTAL MARKET VALUE PLUS ACCRUED						29,834,564.46			

Transaction Ledger

As of April 30, 2021



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	04/01/2021	31846V203	3.28	First American Govt Obligation Fund Class Y	1.000	0.01%	3.28	0.00	3.28	0.00
Purchase	04/06/2021	31846V203	248,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	248,000.00	0.00	248,000.00	0.00
Purchase	04/06/2021	31846V203	2,102.22	First American Govt Obligation Fund Class Y	1.000	0.01%	2,102.22	0.00	2,102.22	0.00
Purchase	04/07/2021	31846V203	1,916.73	First American Govt Obligation Fund Class Y	1.000	0.01%	1,916.73	0.00	1,916.73	0.00
Purchase	04/08/2021	31846V203	534.38	First American Govt Obligation Fund Class Y	1.000	0.01%	534.38	0.00	534.38	0.00
Purchase	04/15/2021	31846V203	201,403.56	First American Govt Obligation Fund Class Y	1.000	0.01%	201,403.56	0.00	201,403.56	0.00
Purchase	04/15/2021	31846V203	248,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	248,000.00	0.00	248,000.00	0.00
Purchase	04/15/2021	31846V203	294.88	First American Govt Obligation Fund Class Y	1.000	0.01%	294.88	0.00	294.88	0.00
Purchase	04/15/2021	31846V203	20.42	First American Govt Obligation Fund Class Y	1.000	0.01%	20.42	0.00	20.42	0.00
Purchase	04/15/2021	31846V203	297.42	First American Govt Obligation Fund Class Y	1.000	0.01%	297.42	0.00	297.42	0.00
Purchase	04/15/2021	31846V203	193.00	First American Govt Obligation Fund Class Y	1.000	0.01%	193.00	0.00	193.00	0.00
Purchase	04/15/2021	31846V203	170.58	First American Govt Obligation Fund Class Y	1.000	0.01%	170.58	0.00	170.58	0.00
Purchase	04/15/2021	31846V203	30,567.77	First American Govt Obligation Fund Class Y	1.000	0.01%	30,567.77	0.00	30,567.77	0.00
Purchase	04/15/2021	31846V203	12,718.17	First American Govt Obligation Fund Class Y	1.000	0.01%	12,718.17	0.00	12,718.17	0.00
Purchase	04/15/2021	90LAIF\$00	7,261.36	Local Agency Investment Fund State Pool	1.000	0.35%	7,261.36	0.00	7,261.36	0.00
Purchase	04/16/2021	31846V203	140.63	First American Govt Obligation Fund Class Y	1.000	0.01%	140.63	0.00	140.63	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	04/19/2021	31846V203	200,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	200,000.00	0.00	200,000.00	0.00
Purchase	04/19/2021	31846V203	2,625.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,625.00	0.00	2,625.00	0.00
Purchase	04/19/2021	31846V203	26.21	First American Govt Obligation Fund Class Y	1.000	0.01%	26.21	0.00	26.21	0.00
Purchase	04/20/2021	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	0.01%	129.33	0.00	129.33	0.00
Purchase	04/20/2021	31846V203	47.00	First American Govt Obligation Fund Class Y	1.000	0.01%	47.00	0.00	47.00	0.00
Purchase	04/21/2021	31846V203	18.00	First American Govt Obligation Fund Class Y	1.000	0.01%	18.00	0.00	18.00	0.00
Purchase	04/26/2021	31846V203	21.00	First American Govt Obligation Fund Class Y	1.000	0.01%	21.00	0.00	21.00	0.00
Purchase	04/26/2021	31846V203	758.53	First American Govt Obligation Fund Class Y	1.000	0.01%	758.53	0.00	758.53	0.00
Purchase	04/26/2021	31846V203	559.69	First American Govt Obligation Fund Class Y	1.000	0.01%	559.69	0.00	559.69	0.00
Purchase	04/27/2021	89233GYP5	350,000.00	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	99.895	0.18%	349,632.50	0.00	349,632.50	0.00
Purchase	04/30/2021	09CATR\$05	216.55	CalTrust Medium Term Fund	10.260	0.29%	2,221.80	0.00	2,221.80	0.00
Purchase	04/30/2021	31846V203	30,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	30,000.00	0.00	30,000.00	0.00
Purchase	04/30/2021	31846V203	206.25	First American Govt Obligation Fund Class Y	1.000	0.01%	206.25	0.00	206.25	0.00
Purchase	04/30/2021	91282CBV2	350,000.00	US Treasury Note 0.375% Due 4/15/2024	100.090	0.34%	350,314.45	53.79	350,368.24	0.00
Subtotal			1,688,231.96				1,690,184.16	53.79	1,690,237.95	0.00
TOTAL ACQUISITIONS			1,688,231.96				1,690,184.16	53.79	1,690,237.95	0.00

DISPOSITIONS

Sale	04/15/2021	68389XBK0	55,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	100.542	2.66%	55,298.10	87.08	55,385.18	466.40
Sale	04/15/2021	68389XBK0	145,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	100.544	2.66%	145,788.80	229.58	146,018.38	1,232.50
Sale	04/27/2021	31846V203	349,632.50	First American Govt Obligation Fund Class Y	1.000	0.01%	349,632.50	0.00	349,632.50	0.00
Sale	04/30/2021	31846V203	350,368.24	First American Govt Obligation Fund Class Y	1.000	0.01%	350,368.24	0.00	350,368.24	0.00
Subtotal			900,000.74				901,087.64	316.66	901,404.30	1,698.90
Paydown	04/15/2021	43815NAC8	0.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		0.00	170.58	170.58	0.00
Paydown	04/15/2021	47789JAD8	29,793.16	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		29,793.16	774.61	30,567.77	0.00
Paydown	04/15/2021	65479JAD5	0.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		0.00	193.00	193.00	0.00
Paydown	04/15/2021	89231PAD0	12,431.88	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	100.000		12,431.88	286.29	12,718.17	0.00
Paydown	04/15/2021	89232HAC9	0.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	100.000		0.00	297.42	297.42	0.00
Paydown	04/15/2021	89236XAC0	0.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		0.00	20.42	20.42	0.00
Paydown	04/19/2021	43813KAC6	0.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		0.00	26.21	26.21	0.00
Paydown	04/20/2021	92290BAA9	0.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	100.000		0.00	47.00	47.00	0.00
Paydown	04/20/2021	92348AAA3	0.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		0.00	129.33	129.33	0.00
Paydown	04/21/2021	43813GAC5	0.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		0.00	18.00	18.00	0.00
Paydown	04/26/2021	3137B4GY6	0.00	FHLMC K032 A2Due 5/25/2023	100.000		0.00	758.53	758.53	0.00
Paydown	04/26/2021	3137BM6P6	214.07	FHLMC K721 A2Due 8/25/2022	100.000		214.07	345.62	559.69	0.00
Paydown	04/26/2021	47788UAC6	0.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	100.000		0.00	21.00	21.00	0.00
Subtotal			42,439.11				42,439.11	3,088.01	45,527.12	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Maturity	04/06/2021	140420XR6	248,000.00	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	100.000		248,000.00	0.00	248,000.00	0.00
Maturity	04/15/2021	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	100.000		248,000.00	0.00	248,000.00	0.00
Maturity	04/19/2021	06051GFW4	200,000.00	Bank of America Corp Note 2.625% Due 4/19/2021	100.000		200,000.00	0.00	200,000.00	0.00
Maturity	04/30/2021	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	100.000		30,000.00	0.00	30,000.00	0.00
Subtotal			726,000.00				726,000.00	0.00	726,000.00	0.00
TOTAL DISPOSITIONS			1,668,439.85				1,669,526.75	3,404.67	1,672,931.42	1,698.90
OTHER TRANSACTIONS										
Interest	04/06/2021	140420XR6	248,000.00	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	0.000		2,102.22	0.00	2,102.22	0.00
Interest	04/07/2021	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	0.000		1,916.73	0.00	1,916.73	0.00
Interest	04/08/2021	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.000		534.38	0.00	534.38	0.00
Interest	04/15/2021	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.000		294.88	0.00	294.88	0.00
Interest	04/16/2021	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.000		140.63	0.00	140.63	0.00
Interest	04/19/2021	06051GFW4	200,000.00	Bank of America Corp Note 2.625% Due 4/19/2021	0.000		2,625.00	0.00	2,625.00	0.00
Interest	04/30/2021	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	0.000		206.25	0.00	206.25	0.00
Subtotal			1,484,000.00				7,820.09	0.00	7,820.09	0.00
Dividend	04/01/2021	31846V203	299,489.74	First American Govt Obligation Fund Class Y	0.000		3.28	0.00	3.28	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Dividend	04/15/2021	90LAIF\$00	598,048,322.56	Local Agency Investment Fund State Pool	0.000		7,261.36	0.00	7,261.36	0.00
Dividend	04/30/2021	09CATR\$05	651,508.07	CalTrust Medium Term Fund	0.000		2,221.80	0.00	2,221.80	0.00
Subtotal			598,999,320.37				9,486.44	0.00	9,486.44	0.00
TOTAL OTHER TRANSACTIONS			600,483,320.37				17,306.53	0.00	17,306.53	0.00

Income Earned

As of April 30, 2021



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
02665WBF7	American Honda Finance Note 1.65% Due 07/12/2021	07/30/2019 07/31/2019 200,000.00	199,669.36 0.00 0.00 199,766.61	724.17 0.00 999.17 275.00	97.25 0.00 97.25 372.25	372.25
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	198,471.97 0.00 0.00 198,532.13	1,973.33 0.00 2,373.33 400.00	60.16 0.00 60.16 460.16	460.16
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 01/13/2023	11/21/2019 11/25/2019 200,000.00	201,867.46 0.00 0.00 201,777.24	1,040.00 0.00 1,440.00 400.00	0.00 90.22 (90.22) 309.78	309.78
06051GFW4	Bank of America Corp Note Due 04/19/2021	04/25/2019 04/29/2019 0.00	199,993.76 0.00 200,000.00 0.00	2,362.50 2,625.00 0.00 262.50	6.24 0.00 6.24 268.74	268.74
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	196,879.02 0.00 0.00 196,987.01	550.00 0.00 916.67 366.67	107.99 0.00 107.99 474.66	474.66
24422ETV1	John Deere Capital Corp Note 2.15% Due 09/08/2022	04/17/2019 04/22/2019 305,000.00	302,386.14 0.00 0.00 302,535.50	418.95 0.00 965.41 546.46	149.36 0.00 149.36 695.82	695.82
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	364,909.04 0.00 0.00 364,453.11	3,707.81 0.00 4,692.19 984.38	0.00 455.93 (455.93) 528.45	528.45
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	164,113.37 0.00 0.00 163,879.69	1,324.50 0.00 1,695.85 371.35	0.00 233.68 (233.68) 137.67	137.67
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	352,642.85 0.00 0.00 352,530.87	561.46 0.00 1,363.54 802.08	0.00 111.98 (111.98) 690.10	690.10

Income Earned

As of April 30, 2021



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	12/19/2019 12/20/2019 320,000.00	319,875.66 0.00 0.00 319,889.84	1,458.89 0.00 1,892.22 433.33	14.18 0.00 14.18 447.51	447.51
3133ELWD2	FFCB Note 0.375% Due 04/08/2022	04/03/2020 04/08/2020 285,000.00	284,785.06 0.00 0.00 284,802.39	513.59 534.38 68.28 89.07	17.33 0.00 17.33 106.40	106.40
3133ELYR9	FFCB Note 0.25% Due 05/06/2022	04/30/2020 05/06/2020 325,000.00	324,773.84 0.00 0.00 324,790.80	327.26 0.00 394.97 67.71	16.96 0.00 16.96 84.67	84.67
3134GVJ66	FHLMC Note 0.25% Due 06/08/2022	06/04/2020 06/08/2020 350,000.00	349,875.44 0.00 0.00 349,884.07	274.65 0.00 347.57 72.92	8.63 0.00 8.63 81.55	81.55
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 245,000.00	244,474.02 0.00 0.00 244,494.22	219.48 0.00 270.52 51.04	20.20 0.00 20.20 71.24	71.24
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 250,000.00	249,592.58 0.00 0.00 249,607.31	140.63 0.00 192.71 52.08	14.73 0.00 14.73 66.81	66.81
3135G06G3	FNMA Note 0.5% Due 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,665.93 0.00 0.00 349,671.89	675.69 0.00 821.53 145.84	5.96 0.00 5.96 151.80	151.80
3135G0U43	FNMA Note 2.875% Due 09/12/2023	09/25/2019 09/26/2019 350,000.00	360,319.00 0.00 0.00 359,972.72	531.08 0.00 1,369.62 838.54	0.00 346.28 (346.28) 492.26	492.26
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 275,000.00	281,098.19 0.00 0.00 280,864.84	151.71 758.53 151.71 758.53	0.00 233.35 (233.35) 525.18	525.18

Income Earned

As of April 30, 2021



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
3137BM6P6	FHLMC K721 A2 3.09% Due 08/25/2022	06/26/2019 06/28/2019 134,007.93	135,851.80 0.00 214.07 135,539.60	345.62 345.62 345.07 345.07	0.00 98.13 (98.13) 246.94	246.94
3137EADB2	FHLMC Note 2.375% Due 01/13/2022	10/30/2019 10/31/2019 350,000.00	351,826.82 0.00 0.00 351,635.86	1,801.04 0.00 2,493.75 692.71	0.00 190.96 (190.96) 501.75	501.75
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 305,000.00	304,910.46 0.00 0.00 304,913.97	463.85 0.00 559.17 95.32	3.51 0.00 3.51 98.83	98.83
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 300,000.00	299,347.20 0.00 0.00 299,371.20	197.92 0.00 260.42 62.50	24.00 0.00 24.00 86.50	86.50
3137EAET2	FHLMC Note 0.125% Due 07/25/2022	07/21/2020 07/23/2020 170,000.00	169,748.07 0.00 0.00 169,763.81	38.96 0.00 56.67 17.71	15.74 0.00 15.74 33.45	33.45
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 300,000.00	299,756.15 0.00 0.00 299,764.51	77.08 0.00 139.58 62.50	8.36 0.00 8.36 70.86	70.86
3137EAEW5	FHLMC Note 0.25% Due 09/08/2023	09/11/2020 09/14/2020 300,000.00	300,076.01 0.00 0.00 300,073.44	47.92 0.00 110.42 62.50	0.00 2.57 (2.57) 59.93	59.93
3137EAey1	FHLMC Note 0.125% Due 10/16/2023	10/14/2020 10/16/2020 225,000.00	224,288.75 0.00 0.00 224,311.74	128.91 140.63 11.72 23.44	22.99 0.00 22.99 46.43	46.43
3137EAEZ8	FHLMC Note 0.25% Due 11/06/2023	11/03/2020 11/05/2020 335,000.00	334,738.94 0.00 0.00 334,747.19	339.65 0.00 409.44 69.79	8.25 0.00 8.25 78.04	78.04

Income Earned

As of April 30, 2021



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
404280BA6	HSBC Holdings PLC Note 3.6% Due 05/25/2023	05/15/2019 05/17/2019 200,000.00	202,551.07 0.00 0.00 202,453.45	2,520.00 0.00 3,120.00 600.00	0.00 97.62 (97.62) 502.38	502.38
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 04/21/2025	02/17/2021 02/24/2021 80,000.00	79,998.59 0.00 0.00 79,998.63	6.00 18.00 6.00 18.00	0.04 0.00 0.04 18.04	18.04
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 85,000.00	84,989.52 0.00 0.00 84,989.84	11.36 26.21 11.36 26.21	0.32 0.00 0.32 26.53	26.53
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 115,000.00	114,999.55 0.00 0.00 114,999.57	90.98 170.58 90.98 170.58	0.02 0.00 0.02 170.60	170.60
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 03/19/2024	01/26/2021 01/28/2021 225,000.00	239,871.40 0.00 0.00 239,459.45	187.50 0.00 656.25 468.75	0.00 411.95 (411.95) 56.80	56.80
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	11/17/2020 11/24/2020 165,000.00	164,686.72 0.00 0.00 164,696.44	145.52 0.00 179.90 34.38	9.72 0.00 9.72 44.10	44.10
459200JX0	IBM Corp Note 2.85% Due 05/13/2022	05/16/2019 05/20/2019 200,000.00	200,112.12 0.00 0.00 200,103.86	2,185.00 0.00 2,660.00 475.00	0.00 8.26 (8.26) 466.74	466.74
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 03/01/2025	08/19/2020 08/21/2020 210,000.00	223,906.93 0.00 0.00 223,515.19	563.50 0.00 1,127.00 563.50	0.00 391.74 (391.74) 171.76	171.76
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 09/15/2025	03/02/2021 03/10/2021 60,000.00	59,988.66 0.00 0.00 59,988.93	12.60 21.00 9.60 18.00	0.27 0.00 0.27 18.27	18.27

Income Earned

As of April 30, 2021



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
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	Various Various 289,632.55	323,601.37 0.00 29,793.16 293,192.03	413.12 774.61 374.59 736.08	0.00 616.18 (616.18) 119.90	119.90
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	209,539.34 0.00 0.00 209,247.02	878.47 0.00 1,357.64 479.17	0.00 292.32 (292.32) 186.85	186.85
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 120,000.00	119,995.59 0.00 0.00 119,995.70	102.93 193.00 102.93 193.00	0.11 0.00 0.11 193.11	193.11
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 Due 09/15/2021	04/11/2019 04/15/2019 0.00	199,332.00 0.00 199,388.00 0.00	168.89 316.66 0.00 147.77	56.00 0.00 56.00 203.77	203.77
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	02/21/2019 02/25/2019 250,000.00	249,061.08 0.00 0.00 249,148.56	802.08 0.00 1,348.96 546.88	87.48 0.00 87.48 634.36	634.36
69371RP42	Paccar Financial Corp Note 3.15% Due 08/09/2021	04/24/2019 04/26/2019 200,000.00	200,282.08 0.00 0.00 200,216.99	910.00 0.00 1,435.00 525.00	0.00 65.09 (65.09) 459.91	459.91
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 01/30/2023	02/11/2020 02/13/2020 75,000.00	76,077.65 0.00 0.00 76,026.98	330.42 0.00 492.92 162.50	0.00 50.67 (50.67) 111.83	111.83
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	09/22/2020 09/24/2020 225,000.00	237,362.20 0.00 0.00 237,079.09	2,109.38 0.00 2,531.25 421.87	0.00 283.11 (283.11) 138.76	138.76
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 05/21/2021	04/25/2019 04/29/2019 200,000.00	200,062.90 0.00 0.00 200,000.00	2,347.22 0.00 2,888.89 541.67	0.00 62.90 (62.90) 478.77	478.77

Income Earned

As of April 30, 2021



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
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	03/16/2021 03/18/2021 95,000.00	94,953.11 0.00 0.00 94,954.41	25.73 0.00 85.10 59.37	1.30 0.00 1.30 60.67	60.67
857477AV5	State Street Bank Note 1.95% Due 05/19/2021	04/30/2019 05/02/2019 200,000.00	199,825.45 0.00 0.00 199,934.55	1,430.00 0.00 1,755.00 325.00	109.10 0.00 109.10 434.10	434.10
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	07/16/2019 07/18/2019 200,000.00	204,178.45 0.00 0.00 204,061.84	361.11 0.00 902.78 541.67	0.00 116.61 (116.61) 425.06	425.06
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 03/15/2023	08/29/2019 08/30/2019 95,602.59	109,307.39 0.00 12,431.88 96,681.63	152.69 286.29 135.12 268.72	0.00 193.88 (193.88) 74.84	74.84
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 05/15/2024	07/06/2020 07/08/2020 215,000.00	218,837.85 0.00 0.00 218,736.86	158.62 297.42 158.62 297.42	0.00 100.99 (100.99) 196.43	196.43
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 01/11/2023	04/25/2019 04/29/2019 200,000.00	199,930.82 0.00 0.00 199,934.01	1,200.00 0.00 1,650.00 450.00	3.19 0.00 3.19 453.19	453.19
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 70,000.00	69,988.39 0.00 0.00 69,988.64	10.89 20.42 10.89 20.42	0.25 0.00 0.25 20.67	20.67
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	253,643.26 0.00 0.00 253,508.83	1,581.94 0.00 2,290.28 708.34	0.00 134.43 (134.43) 573.91	573.91
912828M80	US Treasury Note 2% Due 11/30/2022	Various Various 300,000.00	301,931.80 0.00 0.00 301,836.48	2,010.99 0.00 2,505.49 494.50	0.00 95.32 (95.32) 399.18	399.18



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
912828Q78	US Treasury Note Due 04/30/2021	01/30/2020 01/31/2020 0.00	29,997.46 0.00 30,000.00 0.00	173.20 206.25 0.00 33.05	2.54 0.00 2.54 35.59	35.59
912828T26	US Treasury Note 1.375% Due 09/30/2023	Various Various 300,000.00	295,988.51 0.00 0.00 296,120.46	11.27 0.00 349.39 338.12	131.95 0.00 131.95 470.07	470.07
912828V80	US Treasury Note 2.25% Due 01/31/2024	11/26/2019 11/27/2019 200,000.00	203,597.87 0.00 0.00 203,493.59	745.86 0.00 1,118.78 372.92	0.00 104.28 (104.28) 268.64	268.64
912828VB3	US Treasury Note 1.75% Due 05/15/2023	12/16/2019 12/17/2019 250,000.00	250,321.77 0.00 0.00 250,309.30	1,655.73 0.00 2,018.30 362.57	0.00 12.47 (12.47) 350.10	350.10
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	12/12/2019 12/13/2019 300,000.00	306,841.00 0.00 0.00 306,660.97	2,838.40 0.00 3,459.94 621.54	0.00 180.03 (180.03) 441.51	441.51
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	303,854.05 0.00 0.00 303,759.05	870.17 0.00 1,305.25 435.08	0.00 95.00 (95.00) 340.08	340.08
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	03/25/2021 03/29/2021 350,000.00	348,908.50 0.00 0.00 348,930.93	4.78 0.00 148.22 143.44	22.43 0.00 22.43 165.87	165.87
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	02/25/2021 02/26/2021 365,000.00	359,770.22 0.00 0.00 359,873.38	305.84 0.00 381.04 75.20	103.16 0.00 103.16 178.36	178.36
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	12/09/2020 12/10/2020 150,000.00	149,758.09 0.00 0.00 149,762.35	188.53 0.00 234.89 46.36	4.26 0.00 4.26 50.62	50.62



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
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	04/29/2021 04/30/2021 350,000.00	0.00 350,314.45 0.00 350,314.16	0.00 (53.79) 57.38 3.59	0.00 0.29 (0.29) 3.30	3.30
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 120,000.00	119,978.34 0.00 0.00 119,978.79	17.23 47.00 17.23 47.00	0.45 0.00 0.45 47.45	47.45
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 80,000.00	79,995.84 0.00 0.00 79,995.95	47.42 129.33 47.42 129.33	0.11 0.00 0.11 129.44	129.44
			14,653,963.83 350,314.45 471,827.11	47,972.02 6,857.14 61,365.92	1,134.54 5,076.24 (3,941.70)	
Total Fixed Income		14,419,243.07	14,528,509.47	20,251.04	16,309.34	16,309.34
CASH & EQUIVALENT						
08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/07/2021	09/20/2016 09/20/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	1,853.55 1,916.73 252.76 315.94	0.00 0.00 0.00 315.94	315.94
140420XR6	Capital One Bank USA NA Negotiable CD Due 04/06/2021	03/30/2016 03/30/2016 0.00	248,000.00 0.00 248,000.00 0.00	2,044.47 2,102.22 0.00 57.75	0.00 0.00 0.00 57.75	57.75
29976D2F6	Everbank Negotiable CD 2.05% Due 02/14/2022	02/09/2017 02/09/2017 248,000.00	248,000.00 0.00 0.00 248,000.00	543.22 0.00 961.08 417.86	0.00 0.00 0.00 417.86	417.86
31846V203	First American Govt Obligation Fund Class Y	Various Various 580,243.05	299,489.74 980,754.05 700,000.74 580,243.05	0.00 3.28 0.00 3.28	0.00 0.00 0.00 3.28	3.28

Income Earned

As of April 30, 2021



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
55266CRD0	MB Financial Bank NA Negotiable CD Due 04/15/2021	03/31/2016 03/31/2016 0.00	248,000.00 0.00 248,000.00 0.00	161.71 294.88 0.00 133.17	0.00 0.00 0.00 133.17	133.17
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 06/29/2021	06/24/2016 06/24/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	979.43 0.00 1,295.38 315.95	0.00 0.00 0.00 315.95	315.95
89233GYP5	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	04/26/2021 04/27/2021 350,000.00	0.00 349,632.50 0.00 349,639.50	0.00 0.00 0.00 0.00	7.00 0.00 7.00 7.00	7.00
			1,539,489.74	5,582.38	7.00	
			1,330,386.55	4,317.11	0.00	
			1,196,000.74	2,509.22	7.00	
Total Cash & Equivalent			1,674,243.05	1,243.95	1,250.95	1,250.95
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund State Pool	Various Various 6,653,874.68	6,646,613.32 7,261.36 0.00 6,653,874.68	6,721.11 7,261.36 1,854.82 2,395.07	0.00 0.00 0.00 2,395.07	2,395.07
			6,646,613.32	6,721.11	0.00	
			7,261.36	7,261.36	0.00	
			0.00	1,854.82	0.00	
Total Local Agency Investment Fund			6,653,874.68	2,395.07	2,395.07	2,395.07

Income Earned

As of April 30, 2021



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 Various 651,724.62	6,553,736.61 2,221.80 0.00 6,555,958.41	0.00 2,221.80 0.00 2,221.80	0.00 0.00 0.00 2,221.80	2,221.80
			6,553,736.61	0.00	0.00	
			2,221.80	2,221.80	0.00	
			0.00	0.00	0.00	
Total Investment Pool		651,724.62	6,555,958.41	2,221.80	2,221.80	2,221.80
			29,393,803.50	60,275.51	1,141.54	
			1,690,184.16	20,657.41	5,076.24	
			1,667,827.85	65,729.96	(3,934.70)	
TOTAL PORTFOLIO		23,399,085.42	29,412,225.11	26,111.86	22,177.16	22,177.16

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/01/2021	Interest	78015K7C2	225,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	2,531.25	2,531.25
05/03/2021	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
05/05/2021	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
05/06/2021	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	421.08	421.08
05/06/2021	Interest	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.00	406.25	406.25
05/07/2021	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	850.69	850.69
05/13/2021	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
05/15/2021	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
05/15/2021	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
05/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	0.00	193.00	193.00
05/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
05/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,661.43	20.42	1,681.85
05/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	0.00	170.58	170.58
05/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
05/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	36,516.88	702.36	37,219.24
05/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	10,740.83	253.35	10,994.18
05/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/19/2021	Maturity	857477AV5	200,000.00	State Street Bank Note	200,000.00	1,950.00	201,950.00
05/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	0.00	129.33	129.33
05/20/2021	Paydown	3137BM6P6	0.00	FHLMC K721 A2 3.09% Due 8/25/2022	214.07	345.62	559.69
05/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	0.00	47.00	47.00
05/21/2021	Maturity	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021	200,000.00	3,250.00	203,250.00
05/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
05/22/2021	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
05/24/2021	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
05/25/2021	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
05/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
05/25/2021	Paydown	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	226.60	345.07	571.67
05/31/2021	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
05/31/2021	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
05/31/2021	Interest	91282CAZ4	150,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	281.25	281.25
MAY 2021					449,359.81	32,343.55	481,703.36
06/08/2021	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
06/08/2021	Interest	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/14/2021	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
06/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,028.37	193.00	3,221.37
06/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
06/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,596.58	613.81	17,210.39
06/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	9,517.54	170.58	9,688.12
06/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,786.02	224.88	4,010.90
06/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
06/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,657.33	19.93	1,677.26
06/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
06/20/2021	Interest	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	0.00	2,600.00	2,600.00
06/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,135.94	129.33	2,265.27
06/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,643.76	47.00	2,690.76
06/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
06/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
06/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
06/26/2021	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
06/29/2021	Maturity	87164XMJ2	248,000.00	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	1,916.73	249,916.73

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JUN 2021					287,365.54	16,324.80	303,690.34
07/10/2021	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
07/11/2021	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
07/12/2021	Maturity	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	1,650.00	201,650.00
07/13/2021	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
07/13/2021	Interest	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.00	4,156.25	4,156.25
07/15/2021	Dividend	90LAIF\$00	405,777,435.08	Local Agency Investment Fund State Pool	0.00	3,642.93	3,642.93
07/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	9,210.36	156.47	9,366.83
07/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
07/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,635.86	573.56	17,209.42
07/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
07/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,035.18	188.13	3,223.31
07/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,792.73	214.85	4,007.58
07/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,653.19	19.45	1,672.64
07/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
07/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,140.74	125.88	2,266.62
07/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,644.80	45.96	2,690.76

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
07/24/2021	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
07/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
07/25/2021	Interest	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	106.25	106.25
07/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
07/30/2021	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
07/31/2021	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
07/31/2021	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
JUL 2021					239,112.86	27,854.89	266,967.75
08/06/2021	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
08/09/2021	Maturity	69371RP42	200,000.00	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	3,150.00	203,150.00
08/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,799.46	204.80	4,004.26
08/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
08/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,649.00	18.97	1,667.97
08/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,902.45	142.80	9,045.25
08/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
08/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,675.23	533.22	17,208.45

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08/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,042.01	183.25	3,225.26
08/16/2021	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
08/17/2021	Interest	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	0.00	3,281.25	3,281.25
08/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
08/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,145.56	122.42	2,267.98
08/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,645.83	44.93	2,690.76
08/21/2021	Interest	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	0.00	2,521.11	2,521.11
08/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
08/24/2021	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
08/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
08/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
AUG 2021					238,859.54	17,115.41	255,974.95
09/01/2021	Interest	46647PAH9	210,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	3,381.00	3,381.00
09/08/2021	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
09/08/2021	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75
09/10/2021	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
09/11/2021	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00

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09/12/2021	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
09/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,593.77	129.60	8,723.37
09/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
09/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,806.20	194.73	4,000.93
09/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,644.76	18.49	1,663.25
09/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,048.85	178.36	3,227.21
09/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
09/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,714.70	492.78	17,207.48
09/18/2021	Interest	808513BN4	95,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	356.25	356.25
09/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
09/19/2021	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
09/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,150.39	118.95	2,269.34
09/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,646.87	43.89	2,690.76
09/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
09/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
09/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
09/30/2021	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2021	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
SEP 2021					38,605.54	28,874.21	67,479.75
10/07/2021	Maturity	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	248,000.00	1,927.27	249,927.27
10/08/2021	Interest	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	534.38	534.38
10/15/2021	Interest	91282CBV2	350,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	656.25	656.25
10/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
10/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,754.27	452.24	17,206.51
10/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,284.37	116.85	8,401.22
10/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,812.94	184.65	3,997.59
10/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	10,100.64	297.42	10,398.06
10/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,640.47	18.01	1,658.48
10/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,055.72	173.45	3,229.17
10/16/2021	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
10/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
10/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,647.90	42.86	2,690.76
10/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,155.23	115.47	2,270.70
10/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
10/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
OCT 2021					296,451.54	5,824.72	302,276.26
11/01/2021	Interest	78015K7C2	225,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	2,531.25	2,531.25
11/03/2021	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
11/05/2021	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
11/06/2021	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75
11/06/2021	Interest	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.00	406.25	406.25
11/07/2021	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
11/13/2021	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
11/15/2021	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
11/15/2021	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
11/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,793.91	411.62	17,205.53
11/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,974.21	104.56	8,078.77
11/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,891.57	283.44	10,175.01
11/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
11/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,062.59	168.54	3,231.13

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11/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,819.71	174.54	3,994.25
11/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,636.15	17.53	1,653.68
11/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
11/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,160.07	111.99	2,272.06
11/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,648.94	41.82	2,690.76
11/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
11/22/2021	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
11/23/2021	Maturity	89233GYP5	350,000.00	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	350,000.00	0.00	350,000.00
11/24/2021	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
11/25/2021	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
11/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
11/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
11/30/2021	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
11/30/2021	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
11/30/2021	Interest	91282CAZ4	150,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	281.25	281.25
NOV 2021					397,987.15	26,319.91	424,307.06
12/08/2021	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/08/2021	Interest	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50
12/14/2021	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
12/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,069.48	163.61	3,233.09
12/15/2021	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,826.48	164.42	3,990.90
12/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,631.77	17.05	1,648.82
12/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,681.60	269.76	9,951.36
12/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,663.30	92.73	7,756.03
12/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
12/15/2021	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,833.65	370.90	17,204.55
12/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
12/20/2021	Maturity	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	320,000.00	2,600.00	322,600.00
12/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,164.93	108.50	2,273.43
12/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,649.98	40.78	2,690.76
12/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
12/25/2021	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
12/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
12/26/2021	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
DEC 2021					367,521.19	13,939.87	381,461.06
01/10/2022	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
01/11/2022	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
01/13/2022	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
01/13/2022	Maturity	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	350,000.00	4,156.25	354,156.25
01/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,470.75	256.37	9,727.12
01/15/2022	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,833.26	154.28	3,987.54
01/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,627.35	16.57	1,643.92
01/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,351.63	81.37	7,433.00
01/15/2022	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,873.50	330.07	17,203.57
01/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
01/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,076.39	158.67	3,235.06
01/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
01/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,169.80	105.00	2,274.80
01/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,651.02	39.74	2,690.76
01/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
01/24/2022	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/25/2022	Interest	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	106.25	106.25
01/25/2022	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
01/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
01/30/2022	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
01/31/2022	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
01/31/2022	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
JAN 2022					397,053.70	22,082.31	419,136.01
02/06/2022	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
02/14/2022	Maturity	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	2,465.39	250,465.39
02/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
02/15/2022	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,913.42	289.16	17,202.58
02/15/2022	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,840.06	144.12	3,984.18
02/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,259.00	243.27	9,502.27
02/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,622.87	16.10	1,638.97
02/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,039.21	70.46	7,109.67
02/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,083.31	153.73	3,237.04
02/16/2022	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

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/17/2022	Maturity	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	3,281.25	253,281.25
02/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
02/19/2022	Paydown	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	1,274.51	2.63	1,277.14
02/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,174.69	101.49	2,276.18
02/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,652.06	38.70	2,690.76
02/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
02/24/2022	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
02/25/2022	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	341.21	341.21
02/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
FEB 2022					545,859.13	13,418.26	559,277.39
03/01/2022	Interest	46647PAH9	210,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	3,381.00	3,381.00
03/08/2022	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75
03/08/2022	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
03/10/2022	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
03/11/2022	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00
03/12/2022	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
03/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,726.04	60.02	6,786.06
03/15/2022	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,846.88	133.94	3,980.82
03/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,618.34	15.63	1,633.97
03/15/2022	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,953.46	248.14	17,201.60
03/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,090.24	148.77	3,239.01
03/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,046.36	230.46	9,276.82
03/18/2022	Interest	808513BN4	95,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	356.25	356.25
03/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,035.15	26.21	4,061.36
03/19/2022	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
03/19/2022	Paydown	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	9,386.08	19.34	9,405.42
03/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,179.58	97.97	2,277.55
03/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,653.09	37.67	2,690.76
03/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
03/25/2022	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	317.04	317.04
03/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
03/31/2022	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
03/31/2022	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
MAR 2022					59,535.22	28,364.48	87,899.70
04/08/2022	Maturity	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	285,000.00	534.38	285,534.38
04/15/2022	Interest	91282CBV2	350,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	656.25	656.25
04/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
04/15/2022	Paydown	47789JAD8	289,632.55	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,993.59	207.02	17,200.61
04/15/2022	Paydown	89231PAD0	95,602.59	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,853.69	123.75	3,977.44
04/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,613.77	15.15	1,628.92
04/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,412.12	50.04	6,462.16
04/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,097.20	143.80	3,241.00
04/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	8,832.83	217.94	9,050.77
04/16/2022	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
04/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,036.40	24.96	4,061.36
04/19/2022	Paydown	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	9,422.21	19.41	9,441.62
04/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,654.13	36.63	2,690.76
04/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,184.48	94.45	2,278.93
04/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
04/25/2022	Interest	3137BM6P6	134,007.93	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	292.77	292.77

Cash Flow Report

As of April 30, 2021



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
APR 2022					344,100.42	3,351.72	347,452.14
TOTAL					3,661,811.64	235,814.13	3,897,625.77



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.

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

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

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

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

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

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

CITY OF GARDENA



INVESTMENT REPORT

May 2021

Reviewed: Deputy City Treasurer

Reviewed: Chief Fiscal Officer



City of Gardena Consolidated - Account #10647

MONTHLY ACCOUNT STATEMENT

MAY 1, 2021 THROUGH MAY 31, 2021

Chandler Team:

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

CHANDLER ASSET MANAGEMENT
chandlerasset.com

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

Portfolio Summary

As of May 31, 2021



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.56
Average Coupon	0.71%
Average Purchase YTM	0.57%
Average Market YTM	0.27%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	0.63 yrs
Average Life	0.56 yrs

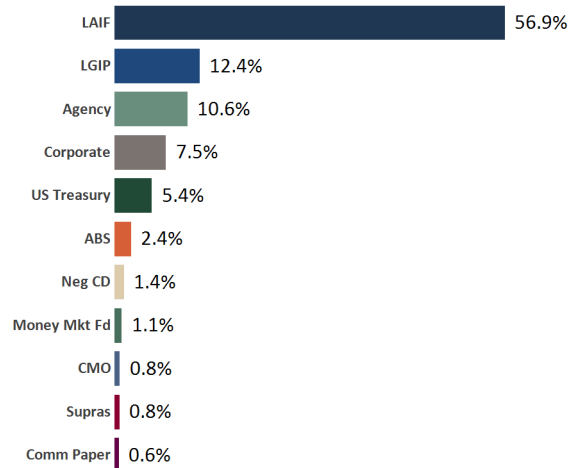
ACCOUNT SUMMARY

	Beg. Values as of 4/30/21	End Values as of 5/31/21
Market Value	29,768,835	53,808,243
Accrued Interest	65,730	57,663
Total Market Value	29,834,564	53,865,907
Income Earned	22,177	21,554
Cont/WD		
Par	23,399,085	47,430,376
Book Value	29,412,225	53,441,846
Cost Value	29,462,053	53,495,086

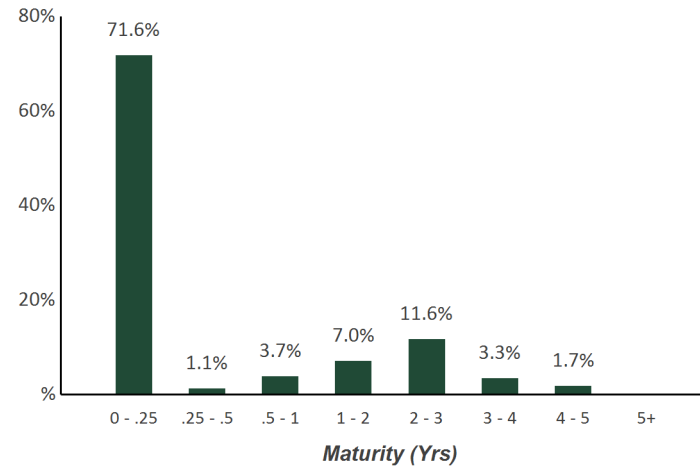
TOP ISSUERS

Local Agency Investment Fund	56.9%
CalTrust	12.4%
Federal Home Loan Mortgage Corp	5.7%
Government of United States	5.4%
Federal Home Loan Bank	2.3%
Federal National Mortgage Assoc	2.3%
Federal Farm Credit Bank	1.1%
First American Govt Oblig Fund	1.1%
Total	87.3%

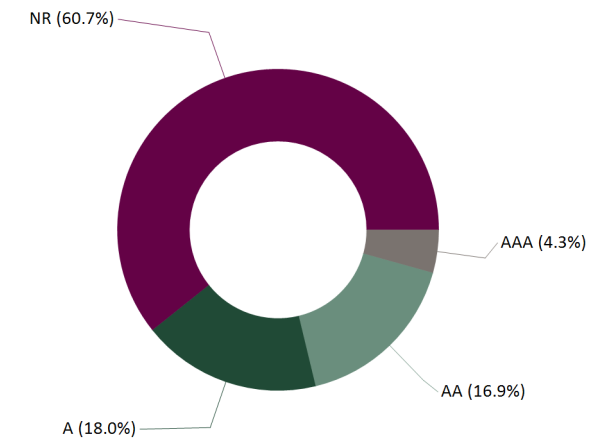
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of May 31, 2021



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	84,861.75	08/29/2019 1.98%	86,675.01 85,776.09	101.14 0.17%	85,825.52 119.94	0.16% 49.43	Aaa / AAA NR	1.79 0.38
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	253,115.67	Various 1.39%	259,041.31 256,021.63	101.29 0.29%	256,383.39 327.37	0.48% 361.76	Aaa / NR AAA	2.13 0.49
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	115,000.00	08/20/2019 1.79%	114,999.05 114,999.60	101.00 0.21%	116,149.66 90.98	0.22% 1,150.06	Aaa / AAA NR	2.21 0.64
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	80,000.00	10/01/2019 1.95%	79,993.83 79,996.07	101.61 0.14%	81,288.40 47.42	0.15% 1,292.33	NR / AAA AAA	2.90 0.89
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	215,000.00	07/06/2020 0.70%	219,736.72 218,632.50	101.43 0.24%	218,079.02 158.62	0.41% (553.48)	Aaa / AAA NR	2.96 1.00
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	120,000.00	10/16/2019 1.94%	119,993.66 119,995.81	101.55 0.15%	121,863.72 102.93	0.23% 1,867.91	Aaa / AAA NR	3.13 0.87
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	85,000.00	09/22/2020 0.38%	84,987.51 84,990.18	100.28 0.19%	85,233.84 11.36	0.16% 243.66	NR / AAA AAA	3.39 1.53
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	70,000.00	10/06/2020 0.36%	69,986.96 69,988.90	100.14 0.25%	70,096.74 10.89	0.13% 107.84	NR / AAA AAA	3.63 1.41
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	120,000.00	08/04/2020 0.48%	119,974.80 119,979.27	100.40 0.23%	120,476.76 17.23	0.22% 497.49	Aaa / NR AAA	3.73 1.66
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	80,000.00	02/17/2021 0.27%	79,998.54 79,998.67	100.05 0.24%	80,040.80 6.00	0.15% 42.13	Aaa / NR AAA	3.89 1.61
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	60,000.00	03/02/2021 0.37%	59,988.47 59,989.20	100.02 0.35%	60,014.70 9.60	0.11% 25.50	Aaa / NR AAA	4.30 1.97
Total ABS		1,282,977.42	1.11%	1,295,375.86 1,290,367.92	0.23%	1,295,452.55 902.34	2.41% 5,084.63	Aaa / AAA AAA	2.92 1.01
AGENCY									
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	320,000.00	12/19/2019 1.68%	319,654.40 319,904.50	100.87 0.05%	322,792.32 2,325.56	0.60% 2,887.82	Aaa / AA+ AAA	0.56 0.55

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AGENCY									
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	350,000.00	10/30/2019 1.69%	355,124.00 351,438.54	101.44 0.04%	355,042.10 3,186.46	0.67% 3,603.56	Aaa / AA+ AAA	0.62 0.61
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	285,000.00	04/03/2020 0.45%	284,578.20 284,820.30	100.27 0.06%	285,773.78 157.34	0.53% 953.48	Aaa / AA+ AAA	0.85 0.85
3133ELYR9	FFCB Note 0.25% Due 5/6/2022	325,000.00	04/30/2020 0.31%	324,587.25 324,808.33	100.18 0.06%	325,570.38 56.42	0.60% 762.05	Aaa / AA+ AAA	0.93 0.93
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	350,000.00	06/04/2020 0.28%	349,790.00 349,892.99	100.19 0.06%	350,674.80 420.49	0.65% 781.81	Aaa / NR AAA	1.02 1.02
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	170,000.00	07/21/2020 0.24%	169,615.80 169,780.08	100.04 0.09%	170,067.32 74.38	0.32% 287.24	Aaa / AA+ AAA	1.15 1.15
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 352,415.15	104.54 0.19%	365,887.55 2,165.63	0.68% 13,472.40	Aaa / AA+ NR	1.78 1.73
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	305,000.00	05/05/2020 0.39%	304,871.90 304,917.61	100.41 0.16%	306,238.30 82.60	0.57% 1,320.69	Aaa / AA+ AAA	1.93 1.92
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	245,000.00	05/20/2020 0.35%	244,262.55 244,515.10	100.18 0.16%	245,432.43 15.31	0.46% 917.33	Aaa / AA+ AAA	1.98 1.97
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	300,000.00	06/24/2020 0.35%	299,124.00 299,396.00	100.18 0.16%	300,534.90 322.92	0.56% 1,138.90	Aaa / AA+ AAA	2.07 2.06
3135G05G4	FNMA Note 0.25% Due 7/10/2023	250,000.00	07/08/2020 0.32%	249,462.50 249,622.52	100.12 0.19%	250,302.00 244.79	0.47% 679.48	Aaa / AA+ AAA	2.11 2.10
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	300,000.00	08/19/2020 0.28%	299,694.00 299,773.15	100.05 0.23%	300,152.40 202.08	0.56% 379.25	Aaa / AA+ AAA	2.23 2.22
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	300,000.00	09/11/2020 0.24%	300,093.00 300,070.80	100.08 0.22%	300,234.30 172.92	0.56% 163.50	Aaa / AA+ AAA	2.27 2.26
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 359,614.90	106.02 0.23%	371,073.85 2,208.16	0.69% 11,458.95	Aaa / AA+ AAA	2.28 2.21
3137EAey1	FHLMC Note 0.125% Due 10/16/2023	225,000.00	10/14/2020 0.25%	224,160.75 224,335.50	99.83 0.20%	224,612.55 35.16	0.42% 277.05	Aaa / AA+ AAA	2.38 2.37
3137EAEZ8	FHLMC Note 0.25% Due 11/6/2023	335,000.00	11/03/2020 0.28%	334,698.50 334,755.72	100.09 0.21%	335,299.49 58.16	0.62% 543.77	Aaa / AA+ AAA	2.44 2.42
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 363,981.97	107.86 0.24%	377,519.80 5,676.56	0.71% 13,537.83	Aaa / AA+ AAA	2.52 2.40

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AGENCY									
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 163,638.23	107.64 0.34%	166,846.19 2,067.20	0.31% 3,207.96	Aaa / AA+ NR	3.04 2.89
3135G06G3	FNMA Note 0.5% Due 11/7/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,678.05	99.12 0.70%	346,927.35 116.67	0.64% (2,750.70)	Aaa / AA+ AAA	4.44 4.37
Total Agency		5,615,000.00	0.81%	5,671,181.30 5,647,359.44	0.19%	5,700,981.81 19,588.81	10.62% 53,622.37	Aaa / AA+ AAA	1.92 1.89
CMO									
3137BM6P6	FHLMC K721 A2 3.09% Due 8/25/2022	133,781.33	06/26/2019 2.09%	137,449.86 135,211.87	102.50 0.43%	137,122.93 344.49	0.26% 1,911.06	Aaa / NR NR	1.24 1.00
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	275,000.00	07/23/2019 2.21%	285,881.84 280,623.71	105.58 0.31%	290,356.28 151.71	0.54% 9,732.57	NR / NR AAA	1.98 1.88
Total CMO		408,781.33	2.17%	423,331.70 415,835.58	0.35%	427,479.21 496.20	0.79% 11,643.63	Aaa / NR AAA	1.74 1.60
COMMERCIAL PAPER									
89233GYP5	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	350,000.00	04/26/2021 0.18%	349,632.50 349,693.75	99.91 0.18%	349,693.75 0.00	0.65% 0.00	P-1 / A-1+ F-1	0.48 0.48
Total Commercial Paper		350,000.00	0.18%	349,632.50 349,693.75	0.18%	349,693.75 0.00	0.65% 0.00	Aaa / AAA AA	0.48 0.48
CORPORATE									
02665WBF7	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	07/30/2019 2.26%	197,692.00 199,867.10	100.16 0.27%	200,314.80 1,274.17	0.37% 447.70	A3 / A- NR	0.12 0.11
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	04/24/2019 2.74%	201,814.00 200,149.72	100.56 0.20%	201,114.00 1,960.00	0.38% 964.28	A1 / A+ NR	0.19 0.19
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	02/21/2019 3.07%	246,827.50 249,238.95	101.57 0.12%	253,935.00 1,895.83	0.47% 4,696.05	A2 / A A+	0.72 0.62
459200JX0	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	05/16/2019 2.80%	200,300.00 200,095.32	102.54 0.17%	205,084.60 285.00	0.38% 4,989.28	A2 / A- NR	0.95 0.94
24422ETV1	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	04/17/2019 2.78%	298,851.20 302,689.84	102.49 0.19%	312,590.54 1,511.87	0.58% 9,900.70	A2 / A A	1.27 1.25

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CORPORATE									
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	04/25/2019 2.72%	199,856.00 199,937.31	103.96 0.24%	207,919.00 2,100.00	0.39% 7,981.69	A1 / A+ A+	1.62 1.57
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	11/21/2019 1.83%	203,350.00 201,684.02	103.35 0.21%	206,691.40 1,840.00	0.39% 5,007.38	Aa1 / AA+ NR	1.62 1.50
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	75,000.00	02/11/2020 1.75%	76,775.25 75,974.61	103.83 0.18%	77,871.68 655.42	0.15% 1,897.07	A2 / A- NR	1.67 1.55
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 198,594.29	103.99 0.31%	207,986.00 373.33	0.39% 9,391.71	Aa1 / AA+ NR	1.92 1.88
404280BA6	HSBC Holdings PLC Note 3.6% Due 5/25/2023	200,000.00	05/15/2019 2.97%	204,780.00 202,352.58	106.46 0.33%	212,928.20 120.00	0.40% 10,575.62	A2 / A- A+	1.98 1.93
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 253,369.91	106.50 0.23%	266,259.00 2,998.61	0.50% 12,889.09	A1 / AA- AA-	2.15 1.99
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%	194,298.00 197,098.60	103.85 0.31%	207,692.00 1,283.33	0.39% 10,593.40	A1 / A AA-	2.21 2.00
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 208,944.96	106.34 0.34%	212,684.40 1,836.81	0.40% 3,739.44	Aaa / AAA AAA	2.69 2.42
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	200,000.00	07/16/2019 2.49%	206,600.00 203,941.34	107.70 0.46%	215,407.00 1,444.44	0.40% 11,465.66	Aa3 / A AA-	2.78 2.66
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	245,000.00	Various 0.58%	246,097.00 246,094.51	100.77 0.46%	246,889.93 372.61	0.46% 795.42	A2 / A A	2.80 2.68
023135BW5	Amazon.com Inc Callable Note Cont 11/12/2021 0.45% Due 5/12/2024	130,000.00	05/10/2021 0.50%	129,810.20 129,813.66	100.20 0.38%	130,265.20 30.88	0.24% 451.54	A1 / AA- A+	2.95 0.45
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	205,000.00	05/10/2021 0.50%	204,725.30 204,729.06	100.06 0.43%	205,124.44 35.88	0.38% 395.38	A2 / A A	2.96 2.94
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	225,000.00	09/22/2020 0.69%	239,145.75 236,786.55	105.32 0.67%	236,980.58 421.88	0.44% 194.03	A2 / A AA	3.42 3.29

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CORPORATE									
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	210,000.00	08/19/2020 0.91%	226,818.90 223,110.38	106.80 0.72%	224,285.67 1,690.50	0.42% 1,175.29	A2 / A- AA-	3.75 2.63
Total Corporate		3,895,000.00	2.04%	3,944,724.10 3,934,472.71	0.33%	4,032,023.44 22,130.56	7.53% 97,550.73	A1 / A+ AA-	1.98 1.76
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	30,653,874.68	Various 0.30%	30,653,874.68 30,653,874.68	1.00 0.30%	30,653,874.68 4,826.70	56.92% 0.00	NR / NR NR	0.00 0.00
Total LAIF		30,653,874.68	0.30%	30,653,874.68 30,653,874.68	0.30%	30,653,874.68 4,826.70	56.92% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
09CATR\$05	CalTrust Medium Term Fund	651,908.73	Various 0.21%	6,557,849.23 6,557,849.23	10.27 0.21%	6,695,102.67 0.00	12.43% 137,253.44	NR / A+ NR	0.00 0.00
Total Local Gov Investment Pool		651,908.73	0.21%	6,557,849.23 6,557,849.23	0.21%	6,695,102.67 0.00	12.43% 137,253.44	NR / A+ NR	0.00 0.00
MONEY MARKET FUND									
31846V203	First American Govt Obligation Fund Class Y	573,833.59	Various 0.01%	573,833.59 573,833.59	1.00 0.01%	573,833.59 0.00	1.07% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		573,833.59	0.01%	573,833.59 573,833.59	0.01%	573,833.59 0.00	1.07% 0.00	Aaa / AAA AAA	0.00 0.00
NEGOTIABLE CD									
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	06/24/2016 1.55%	248,000.00 248,000.00	100.14 0.10%	248,344.97 1,621.85	0.46% 344.97	NR / NR NR	0.08 0.08

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NEGOTIABLE CD									
08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	248,000.00	09/20/2016 1.55%	248,000.00 248,000.00	100.52 0.08%	249,289.10 579.23	0.46% 1,289.10	NR / NR NR	0.35 0.35
29976D2F6	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	02/09/2017 2.04%	248,000.00 248,000.00	101.46 0.13%	251,624.77 1,392.88	0.47% 3,624.77	NR / NR NR	0.71 0.70
Total Negotiable CD		744,000.00	1.71%	744,000.00	0.10%	749,258.84 3,593.96	1.40% 5,258.84	NR / NR NR	0.38 0.38
SUPRANATIONAL									
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	165,000.00	11/17/2020 0.32%	164,645.25 164,706.48	99.96 0.27%	164,927.40 8.02	0.31% 220.92	Aaa / AAA AAA	2.48 2.47
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	225,000.00	01/26/2021 0.26%	240,736.50 239,033.77	106.04 0.33%	238,587.08 1,125.00	0.45% (446.69)	Aaa / AAA AAA	2.80 2.71
Total Supranational		390,000.00	0.29%	405,381.75 403,740.25	0.31%	403,514.48 1,133.02	0.75% (225.77)	Aaa / AAA AAA	2.67 2.61
US TREASURY									
912828M80	US Treasury Note 2% Due 11/30/2022	300,000.00	Various 1.60%	303,459.37 301,737.99	102.82 0.12%	308,460.90 16.39	0.57% 6,722.91	Aaa / AA+ AAA	1.50 1.48
912828VB3	US Treasury Note 1.75% Due 5/15/2023	250,000.00	12/16/2019 1.69%	250,517.58 250,296.41	103.11 0.16%	257,773.50 202.11	0.48% 7,477.09	Aaa / AA+ AAA	1.96 1.93
912828T26	US Treasury Note 1.375% Due 9/30/2023	300,000.00	Various 1.94%	293,108.59 296,256.82	102.75 0.19%	308,250.00 698.77	0.57% 11,993.18	Aaa / AA+ AAA	2.33 2.30
912828V80	US Treasury Note 2.25% Due 1/31/2024	200,000.00	11/26/2019 1.59%	205,304.69 203,385.82	105.34 0.24%	210,671.80 1,504.14	0.39% 7,285.98	Aaa / AA+ AAA	2.67 2.59
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	350,000.00	04/29/2021 0.34%	350,314.45 350,305.14	100.27 0.28%	350,929.60 168.55	0.65% 624.46	Aaa / AA+ AAA	2.88 2.86
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	300,000.00	12/12/2019 1.74%	309,691.41 306,474.94	106.50 0.29%	319,511.70 346.47	0.59% 13,036.76	Aaa / AA+ AAA	2.96 2.86
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 303,660.88	104.43 0.34%	313,289.10 1,754.83	0.58% 9,628.22	Aaa / AA+ AAA	3.17 3.08
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 348,954.11	99.93 0.52%	349,767.60 296.45	0.65% 813.49	Aaa / AA+ AAA	3.84 3.79

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US TREASURY									
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 359,979.97	98.76 0.56%	360,465.97 2.49	0.67% 486.00	Aaa / AA+ AAA	4.00 3.97
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	150,000.00	12/09/2020 0.41%	149,742.19 149,766.75	98.61 0.69%	147,908.25 1.54	0.27% (1,858.50)	Aaa / AA+ AAA	4.50 4.45
Total US Treasury		2,865,000.00	1.17%	2,875,900.99 2,870,818.83	0.33%	2,927,028.42 4,991.74	5.44% 56,209.59	Aaa / AA+ AAA	2.95 2.91
				53,495,085.70		53,808,243.44	100.00%	Aa1 / AA	0.63
TOTAL PORTFOLIO		47,430,375.75	0.57%	53,441,845.98	0.27%	57,663.33	366,397.46	AAA	0.56
TOTAL MARKET VALUE PLUS ACCRUED						53,865,906.77			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	05/01/2021	31846V203	2,531.25	First American Govt Obligation Fund Class Y	1.000	0.01%	2,531.25	0.00	2,531.25	0.00
Purchase	05/03/2021	31846V203	2,400.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,400.00	0.00	2,400.00	0.00
Purchase	05/03/2021	31846V203	3.92	First American Govt Obligation Fund Class Y	1.000	0.01%	3.92	0.00	3.92	0.00
Purchase	05/05/2021	31846V203	571.88	First American Govt Obligation Fund Class Y	1.000	0.01%	571.88	0.00	571.88	0.00
Purchase	05/06/2021	31846V203	827.33	First American Govt Obligation Fund Class Y	1.000	0.01%	827.33	0.00	827.33	0.00
Purchase	05/07/2021	31846V203	850.69	First American Govt Obligation Fund Class Y	1.000	0.01%	850.69	0.00	850.69	0.00
Purchase	05/12/2021	023135BW5	130,000.00	Amazon.com Inc Callable Note Cont 11/12/2021 0.45% Due 5/12/2024	99.854	0.50%	129,810.20	0.00	129,810.20	0.00
Purchase	05/13/2021	31846V203	2,850.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,850.00	0.00	2,850.00	0.00
Purchase	05/15/2021	31846V203	5,937.50	First American Govt Obligation Fund Class Y	1.000	0.01%	5,937.50	0.00	5,937.50	0.00
Purchase	05/17/2021	14913R2L0	205,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	99.866	0.50%	204,725.30	0.00	204,725.30	0.00
Purchase	05/17/2021	31846V203	20.42	First American Govt Obligation Fund Class Y	1.000	0.01%	20.42	0.00	20.42	0.00
Purchase	05/17/2021	31846V203	297.42	First American Govt Obligation Fund Class Y	1.000	0.01%	297.42	0.00	297.42	0.00
Purchase	05/17/2021	31846V203	193.00	First American Govt Obligation Fund Class Y	1.000	0.01%	193.00	0.00	193.00	0.00
Purchase	05/17/2021	31846V203	170.58	First American Govt Obligation Fund Class Y	1.000	0.01%	170.58	0.00	170.58	0.00
Purchase	05/17/2021	31846V203	37,219.24	First American Govt Obligation Fund Class Y	1.000	0.01%	37,219.24	0.00	37,219.24	0.00
Purchase	05/17/2021	31846V203	10,994.19	First American Govt Obligation Fund Class Y	1.000	0.01%	10,994.19	0.00	10,994.19	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	05/18/2021	31846V203	26.21	First American Govt Obligation Fund Class Y	1.000	0.01%	26.21	0.00	26.21	0.00
Purchase	05/19/2021	31846V203	200,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	200,000.00	0.00	200,000.00	0.00
Purchase	05/19/2021	31846V203	1,950.00	First American Govt Obligation Fund Class Y	1.000	0.01%	1,950.00	0.00	1,950.00	0.00
Purchase	05/20/2021	31846V203	47.00	First American Govt Obligation Fund Class Y	1.000	0.01%	47.00	0.00	47.00	0.00
Purchase	05/20/2021	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	0.01%	129.33	0.00	129.33	0.00
Purchase	05/21/2021	31846V203	200,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	200,000.00	0.00	200,000.00	0.00
Purchase	05/21/2021	31846V203	3,250.00	First American Govt Obligation Fund Class Y	1.000	0.01%	3,250.00	0.00	3,250.00	0.00
Purchase	05/21/2021	31846V203	18.00	First American Govt Obligation Fund Class Y	1.000	0.01%	18.00	0.00	18.00	0.00
Purchase	05/22/2021	31846V203	306.25	First American Govt Obligation Fund Class Y	1.000	0.01%	306.25	0.00	306.25	0.00
Purchase	05/24/2021	31846V203	206.25	First American Govt Obligation Fund Class Y	1.000	0.01%	206.25	0.00	206.25	0.00
Purchase	05/24/2021	31846V203	18.00	First American Govt Obligation Fund Class Y	1.000	0.01%	18.00	0.00	18.00	0.00
Purchase	05/25/2021	31846V203	3,600.00	First American Govt Obligation Fund Class Y	1.000	0.01%	3,600.00	0.00	3,600.00	0.00
Purchase	05/25/2021	31846V203	758.53	First American Govt Obligation Fund Class Y	1.000	0.01%	758.53	0.00	758.53	0.00
Purchase	05/25/2021	31846V203	571.67	First American Govt Obligation Fund Class Y	1.000	0.01%	571.67	0.00	571.67	0.00
Purchase	05/26/2021	90LAIF\$00	24,000,000.00	Local Agency Investment Fund State Pool	1.000	0.33%	24,000,000.00	0.00	24,000,000.00	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	05/27/2021	808513BN4	150,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	100.763	0.47%	151,144.50	215.62	151,360.12	0.00
Purchase	05/31/2021	09CATR\$05	184.11	CalTrust Medium Term Fund	10.270	0.21%	1,890.82	0.00	1,890.82	0.00
Purchase	05/31/2021	31846V203	3,737.50	First American Govt Obligation Fund Class Y	1.000	0.01%	3,737.50	0.00	3,737.50	0.00
Subtotal			24,964,670.27				24,967,056.98	215.62	24,967,272.60	0.00
TOTAL ACQUISITIONS			24,964,670.27				24,967,056.98	215.62	24,967,272.60	0.00
DISPOSITIONS										
Sale	05/12/2021	31846V203	129,810.20	First American Govt Obligation Fund Class Y	1.000	0.01%	129,810.20	0.00	129,810.20	0.00
Sale	05/17/2021	31846V203	204,725.30	First American Govt Obligation Fund Class Y	1.000	0.01%	204,725.30	0.00	204,725.30	0.00
Sale	05/27/2021	31846V203	151,360.12	First American Govt Obligation Fund Class Y	1.000	0.01%	151,360.12	0.00	151,360.12	0.00
Subtotal			485,895.62				485,895.62	0.00	485,895.62	0.00
Paydown	05/17/2021	43815NAC8	0.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		0.00	170.58	170.58	0.00
Paydown	05/17/2021	47789JAD8	36,516.88	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		36,516.88	702.36	37,219.24	0.00
Paydown	05/17/2021	65479JAD5	0.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		0.00	193.00	193.00	0.00
Paydown	05/17/2021	89231PAD0	10,740.84	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	100.000		10,740.84	253.35	10,994.19	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	05/17/2021	89232HAC9	0.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	100.000		0.00	297.42	297.42	0.00
Paydown	05/17/2021	89236XAC0	0.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		0.00	20.42	20.42	0.00
Paydown	05/18/2021	43813KAC6	0.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		0.00	26.21	26.21	0.00
Paydown	05/20/2021	92290BAA9	0.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	100.000		0.00	47.00	47.00	0.00
Paydown	05/20/2021	92348AAA3	0.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		0.00	129.33	129.33	0.00
Paydown	05/21/2021	43813GAC5	0.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		0.00	18.00	18.00	0.00
Paydown	05/24/2021	47788UAC6	0.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	100.000		0.00	18.00	18.00	0.00
Paydown	05/25/2021	3137B4GY6	0.00	FHLMC K032 A2Due 5/25/2023	100.000		0.00	758.53	758.53	0.00
Paydown	05/25/2021	3137BM6P6	226.60	FHLMC K721 A2Due 8/25/2022	100.000		226.60	345.07	571.67	0.00
Subtotal			47,484.32				47,484.32	2,979.27	50,463.59	0.00
Maturity	05/19/2021	857477AV5	200,000.00	State Street Bank Note 1.95% Due 5/19/2021	100.000		200,000.00	0.00	200,000.00	0.00
Maturity	05/21/2021	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	100.000		200,000.00	0.00	200,000.00	0.00
Subtotal			400,000.00				400,000.00	0.00	400,000.00	0.00
TOTAL DISPOSITIONS			933,379.94				933,379.94	2,979.27	936,359.21	0.00
OTHER TRANSACTIONS										
Interest	05/01/2021	78015K7C2	225,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.000		2,531.25	0.00	2,531.25	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	05/03/2021	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.000		2,400.00	0.00	2,400.00	0.00
Interest	05/05/2021	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.000		571.88	0.00	571.88	0.00
Interest	05/06/2021	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.000		406.25	0.00	406.25	0.00
Interest	05/06/2021	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.000		421.08	0.00	421.08	0.00
Interest	05/07/2021	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.000		850.69	0.00	850.69	0.00
Interest	05/13/2021	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.000		2,850.00	0.00	2,850.00	0.00
Interest	05/15/2021	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.000		2,187.50	0.00	2,187.50	0.00
Interest	05/15/2021	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.000		3,750.00	0.00	3,750.00	0.00
Interest	05/19/2021	857477AV5	200,000.00	State Street Bank Note 1.95% Due 5/19/2021	0.000		1,950.00	0.00	1,950.00	0.00
Interest	05/21/2021	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	0.000		3,250.00	0.00	3,250.00	0.00
Interest	05/22/2021	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.000		306.25	0.00	306.25	0.00
Interest	05/24/2021	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.000		206.25	0.00	206.25	0.00
Interest	05/25/2021	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.000		3,600.00	0.00	3,600.00	0.00
Interest	05/31/2021	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.000		3,000.00	0.00	3,000.00	0.00
Interest	05/31/2021	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.000		456.25	0.00	456.25	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	05/31/2021	91282CAZ4	150,000.00	US Treasury Note 0.375% Due 11/30/2025	0.000		281.25	0.00	281.25	0.00
Subtotal			4,315,000.00				29,018.65	0.00	29,018.65	0.00
Dividend	05/03/2021	31846V203	585,174.30	First American Govt Obligation Fund Class Y	0.000		3.92	0.00	3.92	0.00
Dividend	05/31/2021	09CATR\$05	651,724.62	CalTrust Medium Term Fund	0.000		1,890.82	0.00	1,890.82	0.00
Subtotal			1,236,898.92				1,894.74	0.00	1,894.74	0.00
TOTAL OTHER TRANSACTIONS			5,551,898.92				30,913.39	0.00	30,913.39	0.00

Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
FIXED INCOME						
023135BW5	Amazon.com Inc Callable Note Cont 11/12/2021 0.45% Due 05/12/2024	05/10/2021 05/12/2021 130,000.00	0.00 129,810.20 0.00 129,813.66	0.00 0.00 30.88 30.88	3.46 0.00 3.46 34.34	34.34
02665WBF7	American Honda Finance Note 1.65% Due 07/12/2021	07/30/2019 07/31/2019 200,000.00	199,766.61 0.00 0.00 199,867.10	999.17 0.00 1,274.17 275.00	100.49 0.00 100.49 375.49	375.49
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	198,532.13 0.00 0.00 198,594.29	2,373.33 2,400.00 373.33 400.00	62.16 0.00 62.16 462.16	462.16
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 01/13/2023	11/21/2019 11/25/2019 200,000.00	201,777.24 0.00 0.00 201,684.02	1,440.00 0.00 1,840.00 400.00	0.00 93.22 (93.22) 306.78	306.78
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	196,987.01 0.00 0.00 197,098.60	916.67 0.00 1,283.33 366.66	111.59 0.00 111.59 478.25	478.25
14913R2L0	Caterpillar Financial Service Note 0.45% Due 05/17/2024	05/10/2021 05/17/2021 205,000.00	0.00 204,725.30 0.00 204,729.06	0.00 0.00 35.88 35.88	3.76 0.00 3.76 39.64	39.64
24422ETV1	John Deere Capital Corp Note 2.15% Due 09/08/2022	04/17/2019 04/22/2019 305,000.00	302,535.50 0.00 0.00 302,689.84	965.41 0.00 1,511.87 546.46	154.34 0.00 154.34 700.80	700.80
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	364,453.11 0.00 0.00 363,981.97	4,692.19 0.00 5,676.56 984.37	0.00 471.14 (471.14) 513.23	513.23
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	163,879.69 0.00 0.00 163,638.23	1,695.85 0.00 2,067.20 371.35	0.00 241.46 (241.46) 129.89	129.89

Income Earned

As of May 31, 2021



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
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	352,530.87 0.00 0.00 352,415.15	1,363.54 0.00 2,165.63 802.09	0.00 115.72 (115.72) 686.37	686.37
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	12/19/2019 12/20/2019 320,000.00	319,889.84 0.00 0.00 319,904.50	1,892.22 0.00 2,325.56 433.34	14.66 0.00 14.66 448.00	448.00
3133ELWD2	FFCB Note 0.375% Due 04/08/2022	04/03/2020 04/08/2020 285,000.00	284,802.39 0.00 0.00 284,820.30	68.28 0.00 157.34 89.06	17.91 0.00 17.91 106.97	106.97
3133ELYR9	FFCB Note 0.25% Due 05/06/2022	04/30/2020 05/06/2020 325,000.00	324,790.80 0.00 0.00 324,808.33	394.97 406.25 56.42 67.70	17.53 0.00 17.53 85.23	85.23
3134GVJ66	FHLMC Note 0.25% Due 06/08/2022	06/04/2020 06/08/2020 350,000.00	349,884.07 0.00 0.00 349,892.99	347.57 0.00 420.49 72.92	8.92 0.00 8.92 81.84	81.84
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 245,000.00	244,494.22 0.00 0.00 244,515.10	270.52 306.25 15.31 51.04	20.88 0.00 20.88 71.92	71.92
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 250,000.00	249,607.31 0.00 0.00 249,622.52	192.71 0.00 244.79 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	349,671.89 0.00 0.00 349,678.05	821.53 850.69 116.67 145.83	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	359,972.72 0.00 0.00 359,614.90	1,369.62 0.00 2,208.16 838.54	0.00 357.82 (357.82) 480.72	480.72

Income Earned

As of May 31, 2021



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
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 275,000.00	280,864.84 0.00 0.00 280,623.71	151.71 758.53 151.71 758.53	0.00 241.13 (241.13) 517.40	517.40
3137BM6P6	FHLMC K721 A2 3.09% Due 08/25/2022	06/26/2019 06/28/2019 133,781.33	135,539.60 0.00 226.60 135,211.87	345.07 345.07 344.49 344.49	0.00 101.13 (101.13) 243.36	243.36
3137EADB2	FHLMC Note 2.375% Due 01/13/2022	10/30/2019 10/31/2019 350,000.00	351,635.86 0.00 0.00 351,438.54	2,493.75 0.00 3,186.46 692.71	0.00 197.32 (197.32) 495.39	495.39
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 305,000.00	304,913.97 0.00 0.00 304,917.61	559.17 571.88 82.60 95.31	3.64 0.00 3.64 98.95	98.95
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 300,000.00	299,371.20 0.00 0.00 299,396.00	260.42 0.00 322.92 62.50	24.80 0.00 24.80 87.30	87.30
3137EAET2	FHLMC Note 0.125% Due 07/25/2022	07/21/2020 07/23/2020 170,000.00	169,763.81 0.00 0.00 169,780.08	56.67 0.00 74.38 17.71	16.27 0.00 16.27 33.98	33.98
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 300,000.00	299,764.51 0.00 0.00 299,773.15	139.58 0.00 202.08 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	300,073.44 0.00 0.00 300,070.80	110.42 0.00 172.92 62.50	0.00 2.64 (2.64) 59.86	59.86
3137EAey1	FHLMC Note 0.125% Due 10/16/2023	10/14/2020 10/16/2020 225,000.00	224,311.74 0.00 0.00 224,335.50	11.72 0.00 35.16 23.44	23.76 0.00 23.76 47.20	47.20

Income Earned

As of May 31, 2021



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	334,747.19 0.00 0.00 334,755.72	409.44 421.08 58.16 69.80	8.53 0.00 8.53 78.33	78.33
404280BA6	HSBC Holdings PLC Note 3.6% Due 05/25/2023	05/15/2019 05/17/2019 200,000.00	202,453.45 0.00 0.00 202,352.58	3,120.00 3,600.00 120.00 600.00	0.00 100.87 (100.87) 499.13	499.13
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 04/21/2025	02/17/2021 02/24/2021 80,000.00	79,998.63 0.00 0.00 79,998.67	6.00 18.00 6.00 18.00	0.04 0.00 0.04 18.04	18.04
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 85,000.00	84,989.84 0.00 0.00 84,990.18	11.36 26.21 11.36 26.21	0.34 0.00 0.34 26.55	26.55
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 115,000.00	114,999.57 0.00 0.00 114,999.60	90.98 170.58 90.98 170.58	0.03 0.00 0.03 170.61	170.61
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 03/19/2024	01/26/2021 01/28/2021 225,000.00	239,459.45 0.00 0.00 239,033.77	656.25 0.00 1,125.00 468.75	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	164,696.44 0.00 0.00 164,706.48	179.90 206.25 8.02 34.37	10.04 0.00 10.04 44.41	44.41
459200JX0	IBM Corp Note 2.85% Due 05/13/2022	05/16/2019 05/20/2019 200,000.00	200,103.86 0.00 0.00 200,095.32	2,660.00 2,850.00 285.00 475.00	0.00 8.54 (8.54) 466.46	466.46
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 03/01/2025	08/19/2020 08/21/2020 210,000.00	223,515.19 0.00 0.00 223,110.38	1,127.00 0.00 1,690.50 563.50	0.00 404.81 (404.81) 158.69	158.69

Income Earned

As of May 31, 2021



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
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 09/15/2025	03/02/2021 03/10/2021 60,000.00	59,988.93 0.00 0.00 59,989.20	9.60 18.00 9.60 18.00	0.27 0.00 0.27 18.27	18.27
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	Various Various 253,115.67	293,192.03 0.00 36,516.88 256,021.63	374.59 702.36 327.37 655.14	0.00 653.52 (653.52) 1.62	1.62
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	209,247.02 0.00 0.00 208,944.96	1,357.64 0.00 1,836.81 479.17	0.00 302.06 (302.06) 177.11	177.11
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 120,000.00	119,995.70 0.00 0.00 119,995.81	102.93 193.00 102.93 193.00	0.11 0.00 0.11 193.11	193.11
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	02/21/2019 02/25/2019 250,000.00	249,148.56 0.00 0.00 249,238.95	1,348.96 0.00 1,895.83 546.87	90.39 0.00 90.39 637.26	637.26
69371RP42	Paccar Financial Corp Note 3.15% Due 08/09/2021	04/24/2019 04/26/2019 200,000.00	200,216.99 0.00 0.00 200,149.72	1,435.00 0.00 1,960.00 525.00	0.00 67.27 (67.27) 457.73	457.73
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 01/30/2023	02/11/2020 02/13/2020 75,000.00	76,026.98 0.00 0.00 75,974.61	492.92 0.00 655.42 162.50	0.00 52.37 (52.37) 110.13	110.13
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	09/22/2020 09/24/2020 225,000.00	237,079.09 0.00 0.00 236,786.55	2,531.25 2,531.25 421.88 421.88	0.00 292.54 (292.54) 129.34	129.34
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 Due 05/21/2021	04/25/2019 04/29/2019 0.00	200,000.00 0.00 200,000.00 0.00	2,888.89 3,250.00 0.00 361.11	0.00 0.00 0.00 361.11	361.11

Income Earned

As of May 31, 2021



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
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	Various Various 245,000.00	94,954.41 151,144.50 0.00 246,094.51	85.10 (215.62) 372.61 71.89	1.34 5.74 (4.40) 67.49	67.49
857477AV5	State Street Bank Note Due 05/19/2021	04/30/2019 05/02/2019 0.00	199,934.55 0.00 200,000.00 0.00	1,755.00 1,950.00 0.00 195.00	65.45 0.00 65.45 260.45	260.45
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	07/16/2019 07/18/2019 200,000.00	204,061.84 0.00 0.00 203,941.34	902.78 0.00 1,444.44 541.66	0.00 120.50 (120.50) 421.16	421.16
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 03/15/2023	08/29/2019 08/30/2019 84,861.75	96,681.63 0.00 10,740.84 85,776.09	135.12 253.35 119.94 238.17	0.00 164.70 (164.70) 73.47	73.47
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 05/15/2024	07/06/2020 07/08/2020 215,000.00	218,736.86 0.00 0.00 218,632.50	158.62 297.42 158.62 297.42	0.00 104.36 (104.36) 193.06	193.06
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 01/11/2023	04/25/2019 04/29/2019 200,000.00	199,934.01 0.00 0.00 199,937.31	1,650.00 0.00 2,100.00 450.00	3.30 0.00 3.30 453.30	453.30
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 70,000.00	69,988.64 0.00 0.00 69,988.90	10.89 20.42 10.89 20.42	0.26 0.00 0.26 20.68	20.68
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	253,508.83 0.00 0.00 253,369.91	2,290.28 0.00 2,998.61 708.33	0.00 138.92 (138.92) 569.41	569.41
912828M80	US Treasury Note 2% Due 11/30/2022	Various Various 300,000.00	301,836.48 0.00 0.00 301,737.99	2,505.49 3,000.00 16.39 510.90	0.00 98.49 (98.49) 412.41	412.41

Income Earned

As of May 31, 2021



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 300,000.00	296,120.46 0.00 0.00 296,256.82	349.39 0.00 698.77 349.38	136.36 0.00 136.36 485.74	485.74
912828V80	US Treasury Note 2.25% Due 01/31/2024	11/26/2019 11/27/2019 200,000.00	203,493.59 0.00 0.00 203,385.82	1,118.78 0.00 1,504.14 385.36	0.00 107.77 (107.77) 277.59	277.59
912828VB3	US Treasury Note 1.75% Due 05/15/2023	12/16/2019 12/17/2019 250,000.00	250,309.30 0.00 0.00 250,296.41	2,018.30 2,187.50 202.11 371.31	0.00 12.89 (12.89) 358.42	358.42
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	12/12/2019 12/13/2019 300,000.00	306,660.97 0.00 0.00 306,474.94	3,459.94 3,750.00 346.47 636.53	0.00 186.03 (186.03) 450.50	450.50
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	303,759.05 0.00 0.00 303,660.88	1,305.25 0.00 1,754.83 449.58	0.00 98.17 (98.17) 351.41	351.41
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	03/25/2021 03/29/2021 350,000.00	348,930.93 0.00 0.00 348,954.11	148.22 0.00 296.45 148.23	23.18 0.00 23.18 171.41	171.41
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	02/25/2021 02/26/2021 365,000.00	359,873.38 0.00 0.00 359,979.97	381.04 456.25 2.49 77.70	106.59 0.00 106.59 184.29	184.29
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	12/09/2020 12/10/2020 150,000.00	149,762.35 0.00 0.00 149,766.75	234.89 281.25 1.54 47.90	4.40 0.00 4.40 52.30	52.30
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	04/29/2021 04/30/2021 350,000.00	350,314.16 0.00 0.00 350,305.14	57.38 0.00 168.55 111.17	0.00 9.02 (9.02) 102.15	102.15

Income Earned

As of May 31, 2021



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
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 120,000.00	119,978.79 0.00 0.00 119,979.27	17.23 47.00 17.23 47.00	0.48 0.00 0.48 47.48	47.48
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 80,000.00	79,995.95 0.00 0.00 79,996.07	47.42 129.33 47.42 129.33	0.12 0.00 0.12 129.45	129.45
			14,528,509.47	61,365.92	1,065.41	
			485,680.00	31,782.30	5,175.83	
			447,484.32	49,242.67	(4,110.42)	
Total Fixed Income		14,456,758.75	14,562,594.73	19,659.05	15,548.63	15,548.63

CASH & EQUIVALENT

08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/07/2021	09/20/2016 09/20/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	252.76 0.00 579.23 326.47	0.00 0.00 0.00 326.47	326.47
29976D2F6	Everbank Negotiable CD 2.05% Due 02/14/2022	02/09/2017 02/09/2017 248,000.00	248,000.00 0.00 0.00 248,000.00	961.08 0.00 1,392.88 431.80	0.00 0.00 0.00 431.80	431.80
31846V203	First American Govt Obligation Fund Class Y	Various Various 573,833.59	580,243.05 479,486.16 485,895.62 573,833.59	0.00 3.92 0.00 3.92	0.00 0.00 0.00 3.92	3.92
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 06/29/2021	06/24/2016 06/24/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	1,295.38 0.00 1,621.85 326.47	0.00 0.00 0.00 326.47	326.47

Income Earned

As of May 31, 2021



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
89233GYP5	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	04/26/2021 04/27/2021 350,000.00	349,639.50 0.00 0.00 349,693.75	0.00 0.00 0.00 0.00	54.25 0.00 54.25 54.25	54.25
			1,673,882.55	2,509.22	54.25	
			479,486.16	3.92	0.00	
			485,895.62	3,593.96	54.25	
Total Cash & Equivalent		1,667,833.59	1,667,527.34	1,088.66	1,142.91	1,142.91
LOCAL AGENCY INVESTMENT FUND						
90LAIF\$00	Local Agency Investment Fund State Pool	Various Various 30,653,874.68	6,653,874.68 24,000,000.00 0.00 30,653,874.68	1,854.82 0.00 4,826.70 2,971.88	0.00 0.00 0.00 2,971.88	2,971.88
			6,653,874.68	1,854.82	0.00	
			24,000,000.00	0.00	0.00	
			0.00	4,826.70	0.00	
Total Local Agency Investment Fund		30,653,874.68	30,653,874.68	2,971.88	2,971.88	2,971.88

Income Earned

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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 Various 651,908.73	6,555,958.41 1,890.82 0.00 6,557,849.23	0.00 1,890.82 0.00 1,890.82	0.00 0.00 0.00 1,890.82	1,890.82
			6,555,958.41 1,890.82 0.00	0.00 1,890.82 0.00	0.00 0.00 0.00	
Total Investment Pool		651,908.73	6,557,849.23	1,890.82	1,890.82	1,890.82
			29,412,225.11 24,967,056.98 933,379.94	65,729.96 33,677.04 57,663.33	1,119.66 5,175.83 (4,056.17)	
TOTAL PORTFOLIO		47,430,375.75	53,441,845.98	25,610.41	21,554.24	21,554.24

Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/08/2021	Interest	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50
06/08/2021	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
06/14/2021	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
06/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	9,517.54	170.58	9,688.12
06/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,786.02	224.88	4,010.90
06/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
06/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,697.62	20.42	1,718.04
06/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
06/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,596.58	613.81	17,210.39
06/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,028.37	193.00	3,221.37
06/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
06/19/2021	Paydown	3137BM6P6	0.00	FHLMC K721 A2 3.09% Due 8/25/2022	226.60	345.07	571.67
06/20/2021	Interest	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	0.00	2,600.00	2,600.00
06/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,135.94	129.33	2,265.27
06/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,643.76	47.00	2,690.76
06/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
06/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
06/26/2021	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
06/29/2021	Maturity	87164XMJ2	248,000.00	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	1,916.73	249,916.73
JUN 2021					287,632.43	16,670.36	304,302.79
07/10/2021	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
07/11/2021	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
07/12/2021	Maturity	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	1,650.00	201,650.00
07/13/2021	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
07/13/2021	Interest	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.00	4,156.25	4,156.25
07/15/2021	Dividend	90LAIF\$00	525,777,435.08	Local Agency Investment Fund State Pool	0.00	4,629.23	4,629.23
07/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,635.86	573.56	17,209.42
07/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,792.73	214.85	4,007.58
07/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,693.38	19.92	1,713.30
07/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	9,210.36	156.47	9,366.83
07/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
07/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
07/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,035.18	188.13	3,223.31

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
07/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,140.74	125.88	2,266.62
07/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,644.80	45.96	2,690.76
07/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
07/24/2021	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
07/25/2021	Interest	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	106.25	106.25
07/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
07/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
07/30/2021	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
07/31/2021	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
07/31/2021	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
JUL 2021					239,153.05	28,841.66	267,994.71
08/06/2021	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
08/09/2021	Maturity	69371RP42	200,000.00	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	3,150.00	203,150.00
08/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,799.46	204.80	4,004.26
08/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
08/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,689.09	19.43	1,708.52

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,042.01	183.25	3,225.26
08/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,902.45	142.80	9,045.25
08/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
08/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,675.23	533.22	17,208.45
08/16/2021	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
08/17/2021	Interest	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	0.00	3,281.25	3,281.25
08/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
08/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,145.56	122.42	2,267.98
08/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,645.83	44.93	2,690.76
08/21/2021	Interest	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	0.00	2,521.11	2,521.11
08/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
08/24/2021	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
08/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
08/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
AUG 2021					238,899.63	17,115.87	256,015.50
09/01/2021	Interest	46647PAH9	210,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	3,381.00	3,381.00
09/08/2021	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/08/2021	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75
09/10/2021	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
09/11/2021	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00
09/12/2021	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
09/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,593.77	129.60	8,723.37
09/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
09/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,806.19	194.73	4,000.92
09/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,684.75	18.93	1,703.68
09/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,048.85	178.36	3,227.21
09/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	0.00	297.42	297.42
09/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,714.70	492.78	17,207.48
09/18/2021	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
09/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
09/19/2021	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
09/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,150.39	118.95	2,269.34
09/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,646.87	43.89	2,690.76
09/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
09/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
09/30/2021	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
09/30/2021	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
SEP 2021					38,645.52	29,437.15	68,082.67
10/07/2021	Maturity	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	248,000.00	1,927.27	249,927.27
10/08/2021	Interest	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	534.38	534.38
10/15/2021	Interest	91282CBV2	350,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	656.25	656.25
10/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
10/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,754.27	452.24	17,206.51
10/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,055.72	173.45	3,229.17
10/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	8,284.37	116.85	8,401.22
10/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,812.95	184.64	3,997.59
10/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	10,100.64	297.42	10,398.06
10/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,680.37	18.44	1,698.81
10/16/2021	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
10/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21

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10/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,647.90	42.86	2,690.76
10/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,155.23	115.47	2,270.70
10/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
10/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
10/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
OCT 2021					296,491.45	5,825.14	302,316.59
11/01/2021	Interest	78015K7C2	225,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	2,531.25	2,531.25
11/03/2021	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
11/05/2021	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
11/06/2021	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75
11/06/2021	Interest	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.00	406.25	406.25
11/07/2021	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
11/12/2021	Interest	023135BW5	130,000.00	Amazon.com Inc Callable Note Cont 11/12/2021 0.45% Due 5/12/2024	0.00	292.50	292.50
11/13/2021	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
11/15/2021	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
11/15/2021	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
11/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,974.21	104.56	8,078.77

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11/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,891.57	283.44	10,175.01
11/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,793.91	411.62	17,205.53
11/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
11/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,062.59	168.54	3,231.13
11/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,819.71	174.54	3,994.25
11/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,675.93	17.95	1,693.88
11/17/2021	Interest	14913R2L0	205,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	461.25	461.25
11/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
11/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,160.07	111.99	2,272.06
11/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,648.94	41.82	2,690.76
11/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
11/22/2021	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
11/23/2021	Maturity	89233GYP5	350,000.00	Toyota Motor Credit Discount CP 0.18% Due 11/23/2021	350,000.00	0.00	350,000.00
11/24/2021	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
11/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
11/25/2021	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
11/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/30/2021	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
11/30/2021	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
11/30/2021	Interest	91282CAZ4	150,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	281.25	281.25
NOV 2021					398,026.93	27,074.08	425,101.01
12/08/2021	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
12/08/2021	Interest	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50
12/14/2021	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
12/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,069.48	163.61	3,233.09
12/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,681.60	269.76	9,951.36
12/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,663.30	92.73	7,756.03
12/15/2021	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
12/15/2021	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,833.65	370.90	17,204.55
12/15/2021	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,826.48	164.42	3,990.90
12/15/2021	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,671.45	17.46	1,688.91
12/18/2021	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
12/20/2021	Maturity	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	320,000.00	2,600.00	322,600.00
12/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,164.93	108.50	2,273.43

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12/20/2021	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,649.98	40.78	2,690.76
12/21/2021	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
12/25/2021	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
12/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
12/26/2021	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
DEC 2021					367,560.87	13,940.28	381,501.15
01/10/2022	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
01/11/2022	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
01/13/2022	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
01/13/2022	Maturity	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	350,000.00	4,156.25	354,156.25
01/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,470.75	256.37	9,727.12
01/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,351.63	81.37	7,433.00
01/15/2022	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,873.50	330.07	17,203.57
01/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
01/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,076.39	158.67	3,235.06
01/15/2022	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,833.26	154.28	3,987.54
01/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,666.90	16.98	1,683.88

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01/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
01/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,169.80	105.00	2,274.80
01/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,651.02	39.74	2,690.76
01/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
01/24/2022	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
01/25/2022	Interest	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	106.25	106.25
01/25/2022	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	344.49	344.49
01/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
01/30/2022	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
01/31/2022	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
01/31/2022	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
JAN 2022					397,093.25	22,082.72	419,175.97
02/06/2022	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
02/14/2022	Maturity	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	2,465.39	250,465.39
02/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
02/15/2022	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,913.42	289.16	17,202.58
02/15/2022	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,840.06	144.12	3,984.18

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,259.00	243.27	9,502.27
02/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,662.32	16.49	1,678.81
02/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,039.21	70.46	7,109.67
02/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,083.31	153.73	3,237.04
02/16/2022	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
02/17/2022	Maturity	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	3,281.25	253,281.25
02/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	0.00	26.21	26.21
02/19/2022	Paydown	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	1,274.51	2.63	1,277.14
02/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,174.69	101.49	2,276.18
02/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,652.06	38.70	2,690.76
02/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
02/24/2022	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
02/25/2022	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	341.21	341.21
02/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
FEB 2022					545,898.58	13,418.65	559,317.23
03/01/2022	Interest	46647PAH9	210,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	3,381.00	3,381.00
03/08/2022	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/08/2022	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
03/10/2022	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
03/11/2022	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00
03/12/2022	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
03/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
03/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,726.04	60.02	6,786.06
03/15/2022	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,846.88	133.94	3,980.82
03/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,657.68	16.01	1,673.69
03/15/2022	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,953.46	248.14	17,201.60
03/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,090.24	148.77	3,239.01
03/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	9,046.36	230.46	9,276.82
03/18/2022	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
03/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,035.15	26.21	4,061.36
03/19/2022	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
03/19/2022	Paydown	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	9,386.08	19.34	9,405.42
03/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,653.09	37.67	2,690.76
03/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,179.58	97.97	2,277.55

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
03/25/2022	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	317.04	317.04
03/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
03/31/2022	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
03/31/2022	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
MAR 2022					59,574.56	28,927.36	88,501.92
04/08/2022	Maturity	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	285,000.00	534.38	285,534.38
04/15/2022	Interest	91282CBV2	350,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	656.25	656.25
04/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,412.12	50.04	6,462.16
04/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,097.20	143.80	3,241.00
04/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	8,832.83	217.94	9,050.77
04/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
04/15/2022	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	16,993.59	207.02	17,200.61
04/15/2022	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,853.69	123.75	3,977.44
04/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,653.01	15.52	1,668.53
04/16/2022	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
04/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,036.40	24.96	4,061.36

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/19/2022	Paydown	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	9,422.21	19.41	9,441.62
04/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,654.13	36.63	2,690.76
04/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,184.48	94.45	2,278.93
04/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
04/25/2022	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	292.77	292.77
04/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
APR 2022					344,139.66	3,352.09	347,491.75
05/01/2022	Interest	78015K7C2	225,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	2,531.25	2,531.25
05/03/2022	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
05/05/2022	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
05/06/2022	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75
05/06/2022	Maturity	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	325,000.00	406.25	325,406.25
05/07/2022	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
05/12/2022	Interest	023135BW5	130,000.00	Amazon.com Inc Callable Note Cont 11/12/2021 0.45% Due 5/12/2024	0.00	292.50	292.50
05/13/2022	Maturity	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	2,850.00	202,850.00
05/15/2022	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
05/15/2022	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2022	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,097.43	40.53	6,137.96
05/15/2022	Paydown	47789JAD8	253,115.67	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	17,033.81	165.81	17,199.62
05/15/2022	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	3,104.16	138.82	3,242.98
05/15/2022	Paydown	89231PAD0	84,861.75	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	3,860.52	113.54	3,974.06
05/15/2022	Paydown	89236XAC0	70,000.00	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,648.27	15.04	1,663.31
05/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
05/15/2022	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	8,618.37	205.73	8,824.10
05/17/2022	Interest	14913R2L0	205,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	461.25	461.25
05/18/2022	Paydown	43813KAC6	85,000.00	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,037.64	23.72	4,061.36
05/19/2022	Paydown	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	29,799.78	61.39	29,861.17
05/20/2022	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	2,189.40	90.92	2,280.32
05/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	2,655.17	35.59	2,690.76
05/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
05/22/2022	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
05/24/2022	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
05/25/2022	Interest	3137BM6P6	133,781.33	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	216.04	216.04
05/25/2022	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
05/31/2022	Interest	91282CAZ4	150,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	281.25	281.25
05/31/2022	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
05/31/2022	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
MAY 2022					604,044.55	26,496.05	630,540.60
TOTAL					3,817,160.48	233,181.41	4,050,341.89



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

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

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

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

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

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



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.G
Section: CONSENT CALENDAR
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6521, REAFFIRMING PROCLAMATION AND RESOLUTION NO. 6441, WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY

CONTACT: CITY MANAGER

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:

On March 4, 2020, Governor Newsom declared a State of Emergency in California due to the threat of Coronavirus Disease 2019 ("COVID-19"). Also, on March 4, 2020, the County of Los Angeles Public Health Department declared a local health emergency in response to COVID-19 activity. On March 16, 2020, in response to the State and County actions and pursuant to Government Code Section 8550 et seq., including Section 8558(c), City Manager Clint Osorio proclaimed the existence of a local emergency in Gardena. On March 19, 2020, the City Council ratified the proclamation through its approval of Resolution No. 6441. On May 12, 2020 City Council adopted Resolution No. 6454, reaffirming Resolution No. 6441. On July 14, 2020 City Council adopted Resolution No. 6469, reaffirming Resolution No. 6441. On September 8, 2020 City Council adopted Resolution No. 6478, reaffirming Resolution No. 6441. On October 27, 2020 City Council adopted Resolution No. 6483, reaffirming Resolution No. 6441. On December 15, 2020 City Council adopted Resolution No. 6489, reaffirming Resolution No. 6441. On February 9, 2021 City Council adopted Resolution No. 6495, reaffirming Resolution No. 6441. On March 23, 2021 City Council adopted Resolution No. 6503, reaffirming Resolution No. 6441. On May 11, 2021 City Council adopted Resolution No. 6512, reaffirming Resolution No. 6441. Pursuant to Government Code Section 8630, the City Council is required to "review the need for continuing the local emergency at least once every 60 days until the governing body (i.e. the City Council) terminates the local emergency. The extension of the local emergency allows the City Manager and City Council to issue rules, regulations, and orders to deal with the COVID-19 emergency. Additionally, it allows the City of Gardena to seek reimbursement from the State and Federal government for expenditures related to the COVID-19 emergency. Finally, it allows the City Manager and City Council to use the authority granted to them by the California Constitution, the Government Code and the Gardena Municipal Code to respond to the COVID-19 emergency. Efforts to stop the spread of the pandemic continue at the national, state and county levels. The conditions that required the declaration of a local emergency continue to exist as of this date. Staff therefore

recommends the City Council adopt a resolution reaffirming and continuing the current declaration of a local emergency.

FINANCIAL IMPACT/COST:

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

ATTACHMENTS:

[Reso No. 6521 .pdf](#)

APPROVED:

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

Clint Osorio, City Manager

RESOLUTION NO. 6521

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6478 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6478 is attached hereto as Attachment "E" and incorporated herein by this reference; and

WHEREAS, on October 27, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "F" and incorporated herein by this reference; and

WHEREAS, on December 15, 2020, the City Council adopted Resolution No. 6489 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6489 is attached hereto as Attachment "G" and incorporated herein by this reference; and

WHEREAS, on February 9, 2021, the City Council adopted Resolution No. 6495 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6495 is attached hereto as Attachment "H" and incorporated herein by this reference; and

WHEREAS, on March 23, 2021, the City Council adopted Resolution No. 6503 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6503 is attached hereto as Attachment "I" and incorporated herein by this reference; and

WHEREAS, on May 11, 2021, the City Council adopted Resolution No. 6512 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6512 is attached hereto as Attachment "J" and incorporated herein by this reference; and

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

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

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

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

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

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

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

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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020, Resolution No. 6483 on October 27, 2020, Resolution No. 6489 on December 15, 2020, Resolution No. 6495 on February 9, 2021, Resolution No. 6503 on March 23, 2021 and Resolution No. 6512 on May 11, 2021.

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

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

Passed, approved, and adopted this _____ day of June, 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

ATTACHMENT A



OFFICE of the CITY MANAGER

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

March 16, 2020
REF. 2020.060

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- A. As contemplated in the Emergency Services Act contained in Government Code Section 8550 et seq., including Section 8558(c), and Chapter 2.56 of the Gardena Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.
- B. The area of the City which is endangered/imperiled is the entire City.
- C. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by local ordinances and regulations, including, but not limited to, Chapter 2.56 of the Gardena Municipal Code and any other applicable resolutions of this City;
- A. The City Council shall review and ratify this proclamation within 7 days as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.
- B. That the City of Gardena orders that, within the boundaries of the City of Gardena, the Public Health Experts' recommendations shall be deemed mandatory.
- C. That a copy of this proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find

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

PROCLAIMED this 16th day of March, 2020.



Clint Osorio,
City Manager/Director of Emergency
Services

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

ATTEST:

/s/ MINA SEMENZA

MINA SEMENZA, City Clerk

ATTACHMENT B

RESOLUTION NO. 6441

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, Cit
ney

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

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

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

NOES: NONE

ABSENT: NONE

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

(SEAL)

ATTACHMENT C

RESOLUTION NO. 6454

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

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

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

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

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

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

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

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

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

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

RESOLUTION NO. 6454

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

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

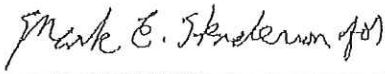
SECTION 1. The City Council reaffirms all portions of the Proclamation declared by the City Manager's Proclamation of Local Emergency dated March 16, 2020, including all orders contained therein.

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

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

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

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


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

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

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

NOES: NONE

ABSENT: NONE

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

(SEAL)

ATTACHMENT D

RESOLUTION NO. 6469

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

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

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

NOES: NONE

ABSENT: NONE

Becky Romero
City Clerk of the City of Gardena, California

(SEAL)

ATTACHMENT E

RESOLUTION NO. 6478

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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


Passed, approved, and adopted this 8th day of September, 2020.


TASHA CERDA, Mayor

ATTEST:

Becky Romero
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6478** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **8th day of September, 2020**, and that the same was so passed and adopted by the following roll call vote:

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

NOES: NONE

ABSENT: NONE

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

(SEAL)

ATTACHMENT F

RESOLUTION NO. 6483

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "E" and incorporated herein by this reference; and

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

RESOLUTION NO. 6483

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

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

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

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

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

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

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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020 and Resolution No. 6478 on September 8, 2020.

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

RESOLUTION NO. 6483

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


Passed, approved, and adopted this 27th day of October, 2020.


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6483** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **27th day of October, 2020**, and that the same was so passed and adopted by the following roll call vote:

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

NOES: NONE

ABSENT: NONE

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

(SEAL)

ATTACHMENT G

RESOLUTION NO. 6489

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6478 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6478 is attached hereto as Attachment "E" and incorporated herein by this reference; and

WHEREAS, on October 27, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "F" and incorporated herein by this reference; and

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

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

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

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

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

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

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


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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020 and Resolution No. 6483 on October 27, 2020.

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

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


Passed, approved, and adopted this 15 day of December, 2020.


TASHA CERDA, Mayor

ATTEST:


MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6489** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **15th** day of **December, 2020**, and that the same was so passed and adopted by the following roll call vote:

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

NOES: NONE

ABSENT: NONE

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

(SEAL)

ATTACHMENT H

RESOLUTION NO. 6495

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6478 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6478 is attached hereto as Attachment "E" and incorporated herein by this reference; and

WHEREAS, on October 27, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "F" and incorporated herein by this reference; and

WHEREAS, on December 15, 2020, the City Council adopted Resolution No. 6489 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6489 is attached hereto as Attachment "G" and incorporated herein by this reference; and

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

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

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

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

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

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

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

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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020,

Resolution No. 6483 on October 27, 2020 and Resolution No. 6489 on December 15, 2020.

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

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

Passed, approved, and adopted this 9th day of February, 2021.


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6495** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **9th day of February, 2021**, and that the same was so passed and adopted by the following roll call vote:

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

NOES: NONE

ABSENT: NONE

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



(SEAL)

ATTACHMENT I

RESOLUTION NO. 6503

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6478 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6478 is attached hereto as Attachment "E" and incorporated herein by this reference; and

WHEREAS, on October 27, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "F" and incorporated herein by this reference; and

WHEREAS, on December 15, 2020, the City Council adopted Resolution No. 6489 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6489 is attached hereto as Attachment "G" and incorporated herein by this reference; and

WHEREAS, on February 9, 2021, the City Council adopted Resolution No. 6495 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6495 is attached hereto as Attachment "H" and incorporated herein by this reference; and

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

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

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

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

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

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

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

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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency

initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020, Resolution No. 6483 on October 27, 2020, Resolution No. 6489 on December 15, 2020 and Resolution No. 6495 on February 9, 2021.

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

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

Passed, approved, and adopted this 23rd day of March, 2021.


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6503** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **23rd day of March, 2021**, and that the same was so passed and adopted by the following roll call vote:

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

NOES: NONE

ABSENT: NONE

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



ATTACHMENT J

RESOLUTION NO. 6512

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

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

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

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

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

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

WHEREAS, on September 8, 2020, the City Council adopted Resolution No. 6478 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6478 is attached hereto as Attachment "E" and incorporated herein by this reference; and

WHEREAS, on October 27, 2020, the City Council adopted Resolution No. 6483 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6483 is attached hereto as Attachment "F" and incorporated herein by this reference; and

WHEREAS, on December 15, 2020, the City Council adopted Resolution No. 6489 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6489 is attached hereto as Attachment "G" and incorporated herein by this reference; and

WHEREAS, on February 9, 2021, the City Council adopted Resolution No. 6495 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6495 is attached hereto as Attachment "H" and incorporated herein by this reference; and

WHEREAS, on M, 2021, the City Council adopted Resolution No. 6503 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6503 is attached hereto as Attachment "I" and incorporated herein by this reference; and

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

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

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

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

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

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

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

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

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020, Resolution No. 6483 on October 27, 2020, Resolution No. 6489 on December 15, 2020, Resolution No. 6495 on February 9, 2021 and Resolution No. 6503 on March 23, 2021.

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

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

Passed, approved, and adopted this 11th day of May, 2021.


TASHA CERDA, Mayor

ATTEST:


for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

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

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6512** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **11th day of May, 2021**, and that the same was so passed and adopted by the following roll call vote:

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

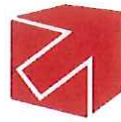
NOES: NONE

ABSENT: NONE

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



Progressive Solutions, Inc.
P O Box 783
Brea, CA 92822



PROGRESSIVE SOLUTIONS INC.
www.progressivesolutions.com

INVOICE

Invoice Number
3683

Invoice Details

Create Date: 6/30/2021

Prepared By: Shawn Cobarrubias

Expire Date: 7/15/2021

Phone #: 714/671-1597

Account Information

Account Name: City of Gardena

IT:

Contact Name: Mary Simonell

Email: AdminPurchasingWeb@ci.gardena.c...

Phone #: 310/217-9502

Billing Address: 1700 West 162nd Street
Gardena CA 90247-3732

Name	Designated Caller	Maintenance Fee
Software Maintenance-LicenseTrack (07/01/2021 - 06/30/2022)	Raymond Barragan	18,319.35
Software Maintenance-LicenseTrack Web Renewal	Alice Silva	1,622.92
Software Maintenance-PaymentCentral	Danny Rodriguez	5,514.43
Software Maintenance-Garage Sale Permits w/Web Permit Registration	IT Staff	1,060.90
Software Maintenance-A/R Interface		466.76
Software Maintenance-CRW Interface		466.76
Software Maintenance-Credit Card Connector		411.04
Software Maintenance-ParkingTrack		4,455.78
Software Maintenance-PetTrack CANCEL		3,090.00
Hardware Maintenance for above item (07/01/2021 - 06/30/2022) per Comprehensive		3,408.16T
Hardware Maintenance Agreement		
SSL-Secured Socket Layer Access (until 06/30/2022)		0.00
CA Sales Tax 10.25%		349.34
ORIGINAL TOTAL \$ 39,165.44		
CANCEL PET TRACK \$ 3,090.00		
REVISED TOTAL \$ 36,075.44		
		\$36,075.44
We appreciate your prompt payment.	TOTAL	\$39,165.44



USAGE RIGHTS

Upon timely payment of the above total due, Customer shall be licensed to use the above identified *Progressive Solutions Inc.* software/modules for the License Term and number of Users as defined in this Order.

LICENSE TERM

License Start Date: 7/1/2021

License End Date: 6/30/2022

*Customer's License Start Date will commence no earlier than the signature date of this Order

TERMS OF USE

See Software Maintenance Agreement below

PAYMENT TERMS

Payment Frequency Annually

Payment Terms

The Above Total Is Due Prior to License Expiration To Avoid Cessation of Software/Services and a 25% Reinstatement Fee

EXECUTION:

To avoid conflicting terms arising out of the integration of this Agreement, resulting purchase orders, letters and confirmation, the parties agree that should any conflict arise with any other unilateral writings of either party, this Agreement shall govern. Both Parties via their signatures below or electronically hereby certify 1) they are authorized to sign this agreement and 2) each signer accepts the attached terms and conditions on behalf of the above referenced organization. The Receiving Party via their signature below or electronically hereby certifies that there are no contractual conflicts with respect to any existing city charter or similar legislation or that any conflicts have been identified, fully disclosed to Licensor in writing and such written documentation has been attached to/made a part of this agreement; further any unidentified/unincorporated legislative conflicts shall be deemed waived.

CITY OF GARDENA

Signature

Date

Name

Title

PROGRESSIVE SOLUTIONS INC.

Signature

Date

Name

Title

*Please Note - To avoid late penalties and to ensure continuation of service, receipt of a signed agreement prior to expiration entitles you to a 30-day payment grace period without penalty. Please SIGN & RETURN attached Software Maintenance Agreement or remit payment, by 6/30/2022.

I. NATURE AND DURATION OF SUPPORT.

Progressive Solutions Inc., a California corporation herein after referred to as "Licensor" is in the business of providing software maintenance services (*herein after referred to as "Software Maintenance"*). Software Maintenance is intended to facilitate smooth & efficient ongoing operations of the Licensed software. Licensee as identified above as 'Account Name' desires to obtain Software Maintenance for the specified Licensed software. This Agreement provides for remote services to be performed in Orange County, California, only during normal business hours (6:30am PST to 5pm PST). Maintenance services shall start and end on the dates specified above in the section titled LICENSE TERM. Services shall expire at 5:00 PM Pacific Standard Time on the end date specified above unless renewed (*WHETHER AUTOMATIC OR MANUAL*) as set forth below. Support outside of normal business hours is available for purchase. Requests for service for which the intended result is of negligible operational benefit are not available free of additional charge under this Software Maintenance Agreement. (i.e. *Changing the name of a non-Licensor hosted server absent a hardware upgrade which consequently results in the need to reinstall/verify the SQL data base software, the operating system, the Licensed software and to update every Licensee machine that runs the Licensed software.*) Licensees that purchase after hours support will be provided with the appropriate contact information. Licensor reserves the right to prorate the software maintenance fee and provide more or less than one year of coverage so that subsequent Software Maintenance Agreements expire on the above referenced License End Date. **UNLESS WRITTEN NOTICE OF TERMINATION HAS BEEN PROVIDED BY LICENSEE TO LICENSOR NO LATER THAN 60 DAYS PRIOR TO EXPIRATION OF THIS SOFTWARE MAINTENANCE AGREEMENT, THIS AGREEMENT SHALL AUTOMATICALLY RENEW THEREAFTER FOR A PERIOD OF TIME EQUAL TO THE DURATION OF THIS AGREEMENT AT THE SPECIFIED MAINTENANCE RATES IN EFFECT AT THAT TIME FOR THE RENEWAL PERIOD. NO OTHER TERMINATION OF THE AUTOMATIC RENEWAL PROVISION IS AVAILABLE. UPON EXPIRATION OF THE LICENSED SOFTWARE, SOME OR ALL OPERATIONAL FEATURES MAY NO LONGER FUNCTION AND NO SUPPORT SHALL BE AVAILABLE. THE LICENSED SOFTWARE MAY BE REACTIVATED WITHIN 30 DAYS BY PAYMENT OF THE OUTSTANDING SOFTWARE MAINTENANCE INVOICE PLUS THE REINSTATEMENT FEE IDENTIFIED ON THE COVER PAGE OF THIS AGREEMENT.**

II. LICENSEE'S RIGHTS, OBLIGATIONS & REPRESENTATIONS

a) Training for users, managers and other personnel is essential for efficient operation of the Licensed software. Licensee shall designate one employee as a primary contact for each Licensed software application. The designee must have been trained to use the Licensed software, must regularly use the system(s) and be primarily responsible for daily results/operation of the system(s). While designee may assign follow-up on a request for service to another staff member, designee must initiate contact with Licensor's support personnel and relate their questions or issues. Designee shall coordinate and/or test/verify all configurations including but not limited to: general ledger accounts, rates, rate types billing & charge groups. In addition, designee shall coordinate availability of necessary IT staff for software updates and installation (*when required by your local policy*). Licensor understands that staff turnover is inevitable. Should a change to the designee be required, a proposed designee shall meet at least one of these requirements 1) be well trained by the previous trained designee (*passage of a test on software functionality may be required*) 2) have scheduled/received onsite or remote training from Licensor at current rates or 3) agreed to regularly attend Licensor's annual user conference (*only if conference is scheduled to occur within 3 months of the proposed designee change as training is crucial to smooth operations*). Once at least one of the above conditions has been met, please contact Licensor to obtain the designee change form for subsequent submittal to Licensor. Such training is neither available nor appropriate via customer support lines. Licensee acknowledges that updates/version releases/patches made available to Licensee from time to time are an integral part of the overall performance and value of the Licensed commercial configured software. For local implementations, Licensee shall make a good faith effort to 1) install all software updates/version releases/ operating system patches in a test environment for thorough evaluation and testing prior to deployment in a production environment. And 2) install the tested upgrades/version releases/ operating system patches promptly after completion of testing occurring no later than nine (9) months from the date such updates are made available by Licensor. If the corrective nature of software upgrades are not promptly reviewed and/or the software upgrade installed shortly after notification of availability from Licensor, Licensor staff shall **NOT** provide further support (i.e. *workarounds*) relating to **any** issues where Licensor has offered Licensee a recommended resolution that requires implementation of a software update. Further as software versions older than one year are more expensive to support, when appropriate an obsolescence surcharge may be added to the next support invoice.

b) Software corrections are defined as: Licensor software updates as well as specified operating system patches. Licensee agrees to implement software corrections that have been identified as necessary by Licensor and to ensure that the requirements identified in Exhibit B: (Requirements) are met by all machines intended to execute the Licensed software. Licensee understands that software corrections are typically

implemented via new software releases. Failure to implement those identified software corrections or to maintain the specified requirements shall relieve Licensor from any and all Software Maintenance responsibilities relating to any Licensee reported issue(s) that the Licensor correction(s) was/were offered to address for local non-hosted implementations. In the event Licensee fails to implement identified software corrections, any subsequent services relating to the Licensee reported issue(s) will only be provided on an emergency time and materials basis. Unlike the business models of other providers where products become obsolete, Licensor continually improves the software and offers to schedule at least one complimentary software version upgrade each year as a component of annual software maintenance. It is highly recommended that Licensee staff regularly attend Licensor's annual user training/conferences so staff may learn of, receive training on and take full advantage of accumulated new features and functionality. It is vital that at least one Licensee staff member for each Licensed product attend Licensor's user conference at least every 5 years. Licensee representatives who insist on obtaining training via telephone support may result in Licensor passing on such training costs along via an additional increase in the Software Maintenance Agreement.

c) To the extent permitted by any pertinent transparency legislation (*such as a federal, state or local Public Records Act*), Licensee will preserve the confidential nature of the Licensed software and related media and will not make copies, including partial copies or updated versions thereof, except for internal reference, archive or backup purposes. For local implementations, Licensee is solely responsible for the backup of its data and agrees to conscientiously ensure the existence of functional daily backups for at least the last 10 business days and shall not remove or disable any SQL agent or backup plan initiated by Licensor without both notification to Licensor and at least monthly testing of any subsequently implemented alternate backup plan. If the backup plan is altered or disabled without notification to Licensor, and there is a resulting data loss, an additional charge may be incurred for requested data recovery services.

d) Licensee agrees to provide Licensor with access to the licensed software and data for the sole purpose of providing technical support. As a result, Licensee agrees to (1) maintain a working connection to the internet, (2) permit access through any router/firewall or permit a Virtual Private Network-VPN connection to Licensee's network and (3) allow access to a technical support requestor's workstation via Licensor's workstation via Licensor's licensed TeamViewer™ plugin or provide an equivalent alternative at Licensee's expense. In addition, Licensee agrees that all designated workstations shall meet at least the minimum requirements as specified in Exhibit B: (Requirements and Project Implementation Matrix) at the time of the initial implementation in order to accommodate the software version initially installed. Licensee for local implementations further agrees to have completed installation of the licensed software, the Microsoft® SQL tools and other mutually agreed requirements such as: Microsoft® Terminal Services, Citrix or other similar functionality. In the event Licensor deems such remote access necessary, Licensor shall request confirmation that required access (one of the options listed above) is available. Upon receipt of such confirmation, Licensor shall attempt remote access. If remote access is not functional despite Licensee's confirmation of functional remote access, Licensor shall provide remote access verification services free of charge for one time during each annual agreement. Should Licensee require remote access verification services in excess of the one free service, Licensor will request approval to invoice for such services at the rate in effect at the time of service prior to providing such remote access verification. In the event remote access is not and will not be available in the course of Licensor's attempt(s) to provide Software Maintenance, Licensee understands that Licensor's ability to provide support will be severely limited and an additional service surcharge may be applied to the Software Maintenance Agreement to account for the additional costs incurred to provide such additional support. Should Licensee desire emergency support, on-site support services are available at Licensor's current support rate plus expenses for each partial or full day required to provide Software Maintenance.

e) To minimize Licensee costs, to eliminate any requirement for manual update of validation and/or zip plus four (4) codes, to allow for other on line validations (such as contractor's license, sales tax permit, pet microchip owner information retrieval, etc.) and to maximize uptime of zip plus four (4) & Licensed software validations, the Licensed software should optimally be configured for secure internet access to the Licensor designated internet address. Consequently users of the Licensed software that is locally implemented may periodically obtain the latest zip plus four (4) data and validation codes. Absent this configuration, to obtain automated zip plus four (4) functionality, for local implementations, Licensee must purchase a zip plus four (4) data subscription from Licensor and designate staff to install such zip plus four (4) updates every two (2) months. Failure to promptly update zip plus four (4) data for local implementations will cause disruption of the zip plus four (4) functionality. Furthermore absent internet access or maintenance of a current data subscription from licensor, the automated validations provided at the time of installation shall cease and all such validations will need to be performed manually.

f) **Network Performance:** Licensee understands and acknowledges that network performance is solely the responsibility of Licensee. Should any questions arise as to whether a performance issue is software or network related, Licensee agrees to direct

staff, a Licensee retained consultant or Licensor (at Licensee's cost) to evaluate network/software performance. Such network evaluation shall utilize "Network Sniffer" or equivalent tools to facilitate generation of quantitative results. Licensee agrees to request & incorporate Licensor's recommendations in the network evaluation work plan. Licensee further agrees to transmit the results of such work to Licensor for review and to withhold publication of such results until after implementation of all Licensor recommendations. Requests of Licensor for performance troubleshooting (such as speed and network connection issues) in which Licensor receives prior written authorization to collect factual data and subsequently presents a determination that performance issue(s) is/are network related will be billed at the rates in effect at the time of service.

g) Licensee assumes any and all responsibility and liability for 1) any modification to the Licensed software and/or database structure not made by Licensor (i.e. changes to Crystal reports, additions or deletions of data base tables, fields, etc.) and 2) any modification to the Licensee's data which is not made by Licensor or the Licensed software. If, after providing corrective maintenance, Licensor determines that an error condition is not a Licensed software error or that the error condition results from either condition 1 or 2 above, Licensee agrees to pay Licensor for the reasonable services so provided at the rates in effect at the time of service plus reasonable expenses.

h) **Call Monitoring:** Licensee may monitor and record any calls between Licensee (including designated Sub-Agencies) and Licensor.

i) **PCI Compliance:** While Licensor's payment processing solutions are designed to CISP (Cardholder Information Security Program) & PCI (Payment Card Industry Data Security Standard) guidelines, Licensee understands that Licensor's PCI/PADSS compliance and certification does not automatically result in Licensee compliance. Licensee acknowledges that to maintain CISP/PCI compliance, Licensee must provide staff with PCI security training and ensure that staff actions maintain compliance. Licensee understands that local PCI compliance is not possible without Licensee's internal staff effort to achieve such compliance. Licensee accepts their critical role in maintaining compliance as required by Visa, MasterCard, etc. Licensor accepts responsibility for facilitating such compliance by neither encouraging the storage of credit card data via non-secured methods nor configuring the system for the express purpose of retaining such information. It is Licensee's responsibility to assure that all other 3rd party partners/vendors as well as their own internal operations staff facilitate compliance in their specific areas of process control.

j) **Software License Expiration:** Upon expiration of the software license pursuant to Section II of this agreement, Licensee shall discontinue use of Licensor's database/structure, software & related electronic forms as described in Section V-Default.

III. LICENSOR'S RIGHTS, OBLIGATIONS & REPRESENTATIONS

a) **Support Services:** During the term of this Agreement, Licensor shall make available to Licensee without additional charge any updates and/or minor enhancements to Licensed software, data or data structures, which Licensor releases. In addition, Licensor shall provide Licensee with unlimited support services (via telephone, facsimile, remote internet connection, email and/or mail communications) for ongoing problem resolution to assist the person(s) designated by Licensee (or an alternate in the absence of the designated caller). It may include but is not limited to requests for service regarding operation (including requests for assistance with workstation accessory hardware purchased from Licensor), installation, updates, administration & general technical assistance requested by Licensee's designee(s). The designee(s) shall know the Licensed software, use the Licensed software and be responsible for the results of their efforts. Such support also includes "Limited Assistance" with the items listed below, provided such assistance may be provided in fifteen (15) minutes or less:

1. Training (especially of untrained personnel), assistance with report customization and searching of data within the Licensed software, and
2. Assistance to isolate the source of problems and/or to troubleshoot difficulties **resulting from sources other than Licensor's provided products or services**, such as:
 - Virtualization and/or Remote Access configuration & setup
 - Personal Computer setup, configuration & optimization
 - Basic Microsoft Windows™ functionality
 - Personal Computer & hardware troubleshooting
 - General network support (i.e. network access, printing, backup & restores)
 - Network operating system configuration & functionality
 - Data corruption due to lack of disk space or backup failure; and
 - Loss of supervisor or other password

But expressly excludes any services or assistance relating to database or 3rd party mail services issues, unless purchased via an addendum to this agreement. "Limited Assistance" in excess of fifteen (15) minutes per call will be billed at the rate in effect at the time of service. Prior to and as a condition of Licensor's right to bill for such "Limited Assistance", Licensor shall inform Licensee that the free support is over and that any additional support will be billable. Licensor reserves the rights to: A) limit the number

EXHIBIT A: SOFTWARE MAINTENANCE AGREEMENT

and the duration of these communications and B) periodically transmit surveys to Licensee for evaluation of the software, support and other services.

b) **Maintenance Services:** Upon receipt of notification from Licensee's designated support representative(s) of an apparent error in any supported release of the Licensed software, Licensor will use commercially reasonable efforts to promptly investigate the issue and determine whether or not there is in fact an error and advise Licensee that either an error does not exist or confirm that one does exist and what if any work-around exists. Errors will be deemed to be any design or programming error in the Licensed software which prevents the Licensed software from substantially complying with the functionality as set out in the user documentation (on-line or hard-copy) delivered with the Licensed Software and which materially affects the use, function or performance of the Licensed Software. When errors are confirmed, Licensor will use commercially reasonable efforts to correct such errors and provide Licensee with a correction or service pack for the Licensed Software as soon as it is practical in Licensor's sole discretion.

c) **Assignment of Priorities for Support Issues:** New support incidents are assigned one of the following four priority levels, each with its respective standard completion target:

Call Priority	Description	Standard Completion
A - System Down	Fatal issues that result in Licensee's inability to fulfill critical business functions (i.e. those pertaining to core functionality such as billing and receipting) & that have no reasonable work-around.	Within 12 hours
B - Urgent	Serious issues significantly impacting use of Licensed software but do not prevent core functions (defined above) from being fulfilled.	Within 24 hours
C - Normal	All other issues, except those classified as D (low)	Within 36 hours
D - Low	Issues with minimal impact on operations requiring incommensurate support effort. (Work will be performed on a best efforts basis when requests with higher priorities do not take precedence.) Issues such as proposed elective configuration changes that are by nature not time-sensitive and may be undertaken as planned Licensee service initiatives outside the scope of this agreement	None

Licensee may request a ranking of the call priority when initially reporting the incident. Should there be any disagreement over the priority assigned to a particular incident, or any other aspect of its handling by Licensor's support staff, Licensee's designated representative is encouraged to speak directly to the support representative dealing with the issue in order to arrive at an acceptable solution. In cases where escalation is desired or necessary, please contact the Support Services Supervisor with any concerns you may have.

d) **Excluded Services:** Without limitation, the following services are excluded from Software Support:

1. Those required to remedy problems that stem from **changes to or defects in** the initially installed/approved system configuration or in subsequent modified/approved Licensor system configurations;
2. Those required to remedy problems which do not stem from any defect in the Licensed Software
3. Those required to remedy issues resulting from untrained or inadequately trained Licensee staff.
4. Those required remedying problems caused by:
 - a. improper use of the software
 - b. unauthorized modifications to Licensor's data structure/configuration
 - c. modifications to Licensee's data without use of Licensor approved methods (i.e. application programming interfaces-API).
5. Report rewrites requiring more than 15 minutes after approval of initial report customization(s).
6. Any & all hardware support, maintenance or troubleshooting issues, except as described in Section IV(a) regardless of the source of such hardware.

e) **Limited Warranty of Service:** Licensor warrants that all maintenance services provided hereunder will be performed in full conformity with this Software Maintenance Agreement, with the skill & care which would be exercised by those who perform similar services at the time the services are performed, and in accordance with accepted industry practice. The following actions shall void all maintenance and support obligations of this Software Maintenance Agreement:

- Use of any non-authorized application or support tool that modifies data in the database, whether created by Licensee or another party. (Licensor regularly engages in custom projects to accomplish such objectives and is pleased to do so.)
- Use or creation of any application that competes with or replaces a module available from Progressive Solutions Inc. to work with either the licensed application or the licensed application's database

In the event of a breach of the express warranties contained herein and/or in the event of non-performance and/or failure of Licensor to perform the services in accordance with

the Agreement, Licensor will, at no cost to Licensee, re-perform or perform the services so that the services conform to the warranties.

f) Nothing contained in this Agreement shall be construed to obligate Licensor to provide any services whatsoever subsequent to the expiration of this Agreement or any

IV. SUPPORT FEES AND PAYMENTS

Payment for 'Software Maintenance' services is due in advance and non-refundable. 'Software Maintenance' services will not be provided until such advance payment has been received. Licensor agrees to provide at least 90 days prior written notification prior to implementation of any annual fee change. Any annual fee change shall not become effective until the first day of any annual extension. *Maintenance for Revenue Enhancement functionality is excluded from any and all caps.*

Should Licensee terminate this agreement at any time after the most recent automatic renewal and cease all use of the Licensed software post expiration of the Licensed software, both parties agree that any billed and/or unpaid annual maintenance invoice amount submitted to Licensee prior to the automatic renewal shall be immediately due and promptly payable. If payment is not received by Licensor within 30 days from invoice date or 60 days post expiration of Licensee's right to use the licensed software (*whichever is earlier*), a late fee of 10% of the invoiced amount shall also be due and payable. If Licensee continues use of the Licensed software for more than 60 days post Licensee's right to use the software without payment and absent alternate written arrangements, Licensee shall remove the licensed software per the provisions of the Default Section (V) of this agreement.

To encourage Licensees to receive the benefits of the latest Software Maintenance Agreement, Licensor offers a 30 day Software Maintenance payment extension to Licensees that sign and return the Licensor provided Software Maintenance Agreement renewal without alternations to Licensor prior to expiration of each Software Maintenance term. Unless Licensor has received a newly signed Software Maintenance Agreement (*to extend the payment due date*) prior to the software expiration date, a reinstatement fee based of the delinquent maintenance balance (*identified on the cover page of this agreement*) shall be due for failure to tender payment either by the original expiration date or by the Licensor extended due date obtained by signing the new Maintenance Agreement. Further any payments not received by Licensor within 30 days from the invoice date, original contractually specified expiration or by any Licensor extended due date shall in addition to the reinstatement fee be subject to a finance charge of .05% per day from the support expiration date up to and including the date payment is received.

V. DEFAULT

(a) In the event Licensor or Licensee fails to exercise due care (*defaults*) with regard to its obligations under this Agreement, and has not remedied such default within 30 days after the date of written notice by the non-defaulting party, then the non-defaulting party shall be entitled to exercise any one or more of these remedies:

1. The non-defaulting party may terminate this Agreement, accelerate all amounts due and unpaid hereunder such that all amounts will become immediately due and payable.
2. **Suspension of Obligations:** The non-defaulting party may suspend performance & observance of any or all its obligations under this Agreement, without liability, until the other party's default is remedied. However, Licensee may only suspend its obligation to make payments for Software Maintenance and other Services provided a written 'Notice of Default' has been transmitted to Licensor prior to the most recent automatic renewal date. At such time as the noticed default has been remedied, such suspended payment shall be immediately released to Licensor.
3. If Licensee is the defaulting party, Licensor may allow the Licensed software to expire without demand or notice, without court order or other process of law, and without liability to Licensee for any damages occasioned by such expiration of the Licensed software.
4. The non-defaulting party may pursue any other remedy available at law or in equity, including injunctive relief. While an attempt at good faith Mediation participation per Section XI (f) of the 'Software and Services Agreement' is required in order for either party to collect any costs of litigation, therefore it is mutually agreed that any 'Notice of Default' transmitted to Licensee shall be deemed adequate notification of a Licensor claim to protect its private intellectual property per California Government Code Section 905.1 (*or similar code sections from any state where the software has been installed*).

(b) **Removal of Licensed Software:** For local implementations, upon 30 days from demand by Licensor made pursuant to the default provisions (Section V) of this agreement and/or the corresponding Software License Agreement pertaining to local licensed software implementations, Licensee shall discontinue use of Licensor's database/structure, software & related electronic forms. In addition, Licensee shall provide Licensor with written confirmation that: I) **all** previously licensed components have been erased and copies **no** longer reside on any computer system maintained or operated by: Licensee, Licensee's staff members, or Licensee authorized 3rd party vendors II) **all** backup tapes which contain a copy of Licensor's proprietary property shall be securely maintained with the same care as other confidential data and *overwritten* as part of the normal backup plan after execution of the transmitted Licensor's "Confirmation of Proprietary Rights and Destruction" III) *no attempt* shall be made to restore Licensor's proprietary property from backup tapes and IV) no breach of confidentiality relating to Licensor's intellectual property has occurred. Licensee agrees to complete and transmit Licensor's 'Confirmation of Proprietary Rights and Destruction' to Licensor within 30 days from expiration of the licensed software unless an alternative written agreement has been executed. Failure to transmit such statement prior to the 30 day due date shall result in a \$1,000 charge for each subsequent 7 day period until such statement has been provided. Should any representation provided via a transmitted 'Confirmation of Proprietary Rights and Destruction' subsequently be found not to be true, the weekly penalty provision shall apply as if the statement had not been provided until the date subsequent proof has

subsequent renewals of this Agreement. Upon expiration of this Agreement, Licensee may offer and Licensee may purchase continued Software Maintenance on a periodic basis.

been tendered which verifies that any misrepresentation (*intentional or unintentional*) has been rectified.

VI. GENERAL PROVISIONS

(a) The Licensed software is subject to design and operational changes to allow for the use of new technologies and to correct known bugs as they are brought to the attention of the Licensor, either by the Licensor's own quality-control mechanisms or by the Licensee.

(b) Licensee acknowledges that the Licensed software is of such complexity that it may have inherent defects and agrees that as Licensor's sole liability for such inherent defects and as Licensee's sole remedy for such inherent defects, Licensor will provide, during the term of this Agreement, all reasonable software maintenance services arising from a hosted and/or unaltered locally implemented version of the delivered Licensed software to correct 1) *documented programming or documentation errors reported by Licensee and* 2) *failure of the Licensed software to meet the specifications identified in the electronic documentation provided with each release of the software.*

(c) Software maintenance is offered by Licensor to ensure that Licensee receives the quality support necessary to remain a highly satisfied customer. Support is offered for Licensed software and minor modifications to forms designed and/or created by Licensor to operate with the released software. Licensor utilizes Seagate's Crystal Report Writer™ to create most reports and forms. To ensure maximum flexibility, customers have the option to independently design, create and maintain additional forms, mailings, and/or reports. Licensor's annual software maintenance does not include technical support for user written Crystal Reports™ or for minor individual modifications to accepted/completed forms that require more than 15 minutes technical support. However, Licensor is pleased to offer such support on a time expended or fixed fee basis (*should complete written specifications be available*).

(d) All documentation, programming and/or modifications shall be delivered via remote telecommunications from Licensor's place of business, to or through the Licensee's computer. Licensor shall not provide Licensee with possession of any tangible personal property such as storage media. Licensee shall reimburse Licensor for any state and/or local requirements, which Licensor must meet or obtain to provide services under this Agreement (e.g. business licenses, additional insured statements, sales tax, etc.).

(e) No action regarding services or deliverables, regardless of form, may be brought more than one (1) year after the first to occur of either 1) the conclusion of services and/or delivery of any deliverables arising from this or the Software License Agreement, or 2) such party's knowledge of the event giving rise to such cause of action. This limitation does not apply to confidentiality obligations or to software license rights.

(f) **Notices:** All notices and other communications required or permitted to be given or made pursuant to this Agreement shall be in writing and deemed delivered one (1) day after being sent by a nationally recognized overnight courier service or three (3) days after being sent certified U.S. mail, return receipt requested, postage prepaid. All notices will be given to the designated contact at the address indicated in this Agreement.

(g) Should any conflict arise with any other unilateral writings of either party, this Agreement shall govern. This Agreement and any written modifications, amendments or addenda, executed pursuant to this Agreement constitute the entire agreement between the parties and supersede all negotiations and other proposals, oral or

written, and all previous and current negotiations and other communications between the parties pertaining to the subject matter herein. Any payment related obligations that occur one year after execution of this agreement shall be construed in accordance with and governed by Federal or state law where any resulting action is filed. All other obligations set forth in this Agreement shall be construed in accordance with and governed by Federal law or the laws of the state in which the software is situated, except when software licenses are granted for use in the state of Louisiana or in countries such as Canada or Mexico where the laws of California will apply. When California law applies, the Court of Orange County, California shall have non-exclusive jurisdiction over all disputes relating to this Agreement. This Agreement will not be governed by the conflict of law rules of any jurisdiction or the United Nations Convention on Contracts for the International Sale of Goods, the application

**EXHIBIT A: SOFTWARE
MAINTENANCE AGREEMENT**

of which is expressly excluded. This Agreement may be signed in several counterparts, each of which shall be deemed an original.

Any controversy or claim arising out of or relating to this Agreement or the breach thereof, ***may be*** settled by arbitration, if agreeable to both parties at in accordance with the rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

(h) Any change or revision to the terms and conditions hereof shall be made by written amendment and shall be executed by persons authorized to do so by the respective parties. No changes in specifications, requested or suggested by either party, shall be made except by written agreement of both parties.

Congress enacted the Electronic Signatures in Global and National Commerce Act (*E-Sign Act*) on June 30, 2000, to validate the legality of electronic contracts. Should either party receive a document signed with a valid electronic signature, such documents shall be accepted as if they were signed with a pen.



CITY of GARDENA

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

1. Report the count of confirmed COVID-19 employee cases.
Total Count: Seventy-one (71)
 - a. Administrative Services Department: One (1)
 - b. City Clerk's Office: One (1)
 - c. Elected & Administrative Offices: One (1)
 - d. Community Development Department: Two (2)
 - e. Transportation Department: Twenty (20)
 - f. Police Department: Twenty-Five (25)
 - g. Public Works Department: Nine (9)
 - h. Recreation & Human Services Department: Twelve (12)
2. Report that Police Service Officer, **ROCIO MARTIN-LEAL**, was placed on Paid Administrative Leave effective May 24, 2021.
3. Report the leave under the Family Medical Leave Act / California Family Rights Act (FMLA/CFRA) for Payroll Specialist, **SARAH READ**, of the Administrative Services Department effective June 1, 2021 through a date to be determined.
4. Report the Medical Leave of Absence for Right-of-Way Maintenance Worker, **ROBERT FATA**, of the Public Works Department effective May 27, 2021 through a date to be determined.



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

REPORT OF ACTIONS
June 15, 2021

5. PUBLIC HEARING

A. Conditional Use Permit #2-21

The Commission considered a request for a conditional use permit to allow the on-site sale and consumption of beer and wine ancillary to an existing restaurant located in the General Commercial (C-3) zone and direct staff to file a Notice of Exemption.

Project Location: 15435 S. Western Avenue #115

Applicants: Real Roo, Inc. Seung Wuk Shin

Commission Action: The Commission approved Resolution No. PC 7-21, approving Conditional Use Permit #2-21.



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 11.A
Section: DEPARTMENTAL
ITEMS - ADMINISTRATIVE
SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6523, ADOPTING THE CITY OF GARDENA'S AMENDED BUDGET FOR FISCAL YEAR 2021-2022

COUNCIL ACTION REQUIRED:

Staff Recommendation: Conduct Public Hearing and Adopt Budget Resolution No. 6523

RECOMMENDATION AND STAFF SUMMARY:

Presented for Public Hearing and Council consideration is the City of Gardena's Proposed Amended Budget for Fiscal Year 2021-2022, including General Fund, Enterprise Funds, Special Revenues and Other Funds.

Based on Recovery Act funding received by the City, as well as the issuance of the Pension Obligation Bond, an amendment to the Fiscal Year 2021-2022 Adopted Budget was presented to the City Council and the public at the May 25, 2021 City Council meeting. It has been available for comment and review since that time.

The proposed budget is based on conservative revenue and expenditure forecasts. Staff recommends City Council Adopt Resolution No. 6523, thereby adopting the Amended Budget for Fiscal Year 2021-2022.

Copies of the Adopted Amended Budget will be available for review at the City Clerk's Office, County Libraries and on the City's website at www.cityofgardena.org.

FINANCIAL IMPACT/COST:

Budgeted	Revenue	Expenditure
General Fund	\$ 66,920,836	\$ 66,865,341
Enterprise Funds (Gtrans)	\$ 50,995,044	\$ 50,995,044
Enterprise Funds (Sewer)	\$ 2,660,000	\$ 2,826,109
Special Revenue & Other	\$ 72,790,314	\$ 79,752,885
Total FY 21/22	\$ 193,366,194	\$ 200,439,379

ATTACHMENTS:

[No__6523-Amended_Budget.pdf](#)
[Budget Book - DRAFT.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

RESOLUTION NO. 6523

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING AN AMENDED BUDGET FOR SAID CITY FOR THE FISCAL YEAR JULY 1, 2021, TO AND INCLUDING JUNE 30, 2022

WHEREAS, the Gardena Municipal Code provides that the City Manager of Gardena, California, shall cause a municipal budget to be prepared; and

WHEREAS, such amended budget, covering the fiscal year July 1, 2021, to and including June 30, 2022, has been reviewed by the City Council with regard to the approval of estimated revenues and expenditures; and

WHEREAS, the City Council has made such necessary revisions to the budget for the fiscal year 2021-2022 as presented by the City Manager;

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

SECTION 1. That the City Council does hereby approve and adopt said amended municipal budget for the City of Gardena for the fiscal year 2021-2022 and, by this reference, is incorporated herein as if fully set forth.

SECTION 2. That copies of said budget be placed on file in the office of the City Clerk.

SECTION 3. That, effective July 1, 2021, the City Manager is hereby authorized to proceed with implementation of the work program as incorporated in the revised budget for fiscal year 2021-2022; that he has the authority to transfer any sum of appropriated funds within a department or function, and that he may carry over as needed to future years' funds approved in this budget for projects, capital improvements, and capital outlay. It shall be the responsibility of the City Manager to determine the priority in which increases in personnel and capital acquisition shall be programmed for accomplishment during this year consistent with the availability of revenue and subject to the requirements of the Gardena Municipal Code regarding the expenditure of funds and the employment of personnel.

SECTION 4. That this Resolution shall be effective immediately.

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

Passed, approved, and adopted this 22nd day of June 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

CITY OF GARDENA

PROPOSED AMENDED BUDGET FISCAL YEAR 2021-2022

GARDENA



www.cityofgardena.org

**CITY OF GARDENA
PROPOSED AMENDED BUDGET FISCAL YEAR 2021/2022
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**CITY OF GARDENA
PROPOSED AMENDED BUDGET FISCAL YEAR 2021/2022
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**CITY MANAGER'S
BUDGET MESSAGE
PROPOSED BUDGET
FISCAL YEAR 2021/2022**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Gardena
California**

For the Biennium Beginning

July 1, 2019

Christopher P. Morill

Executive Director

HIGHER QUALITY OF LIFE

...ACHIEVED BY CONSISTENT & CONTINUOUS IMPROVEMENT



OUR MISSION

The elected leadership and employees of the City of Gardena individually and collectively are committed to maintaining an efficient and effective government that ensures the highest quality of life, a safe and attractive environment, and a sound economic future for the community.

OUR VISION

We envision Gardena as one of the most desired communities in which to live, do business, work, and play in the South Bay.

OUR DUTY

As public servants it is our duty and our desire to provide reliable service guided by our commitment to these Core Values.

ORGANIZATIONAL VALUES

- Fiscal Accountability & Sustainability
- Workforce Excellence
- Community Involvement

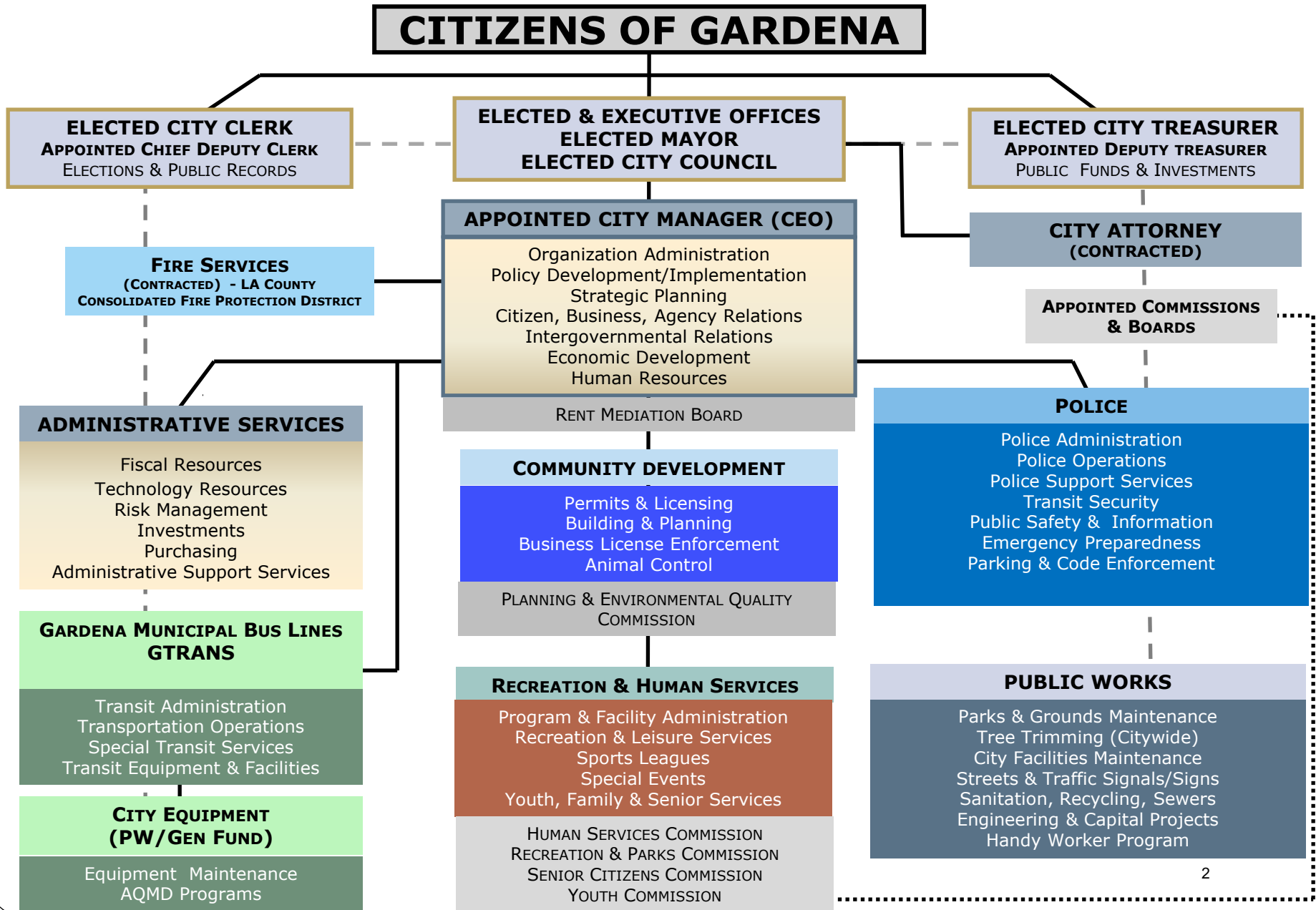
COMMUNITY VALUES

- Safe Community Environment
- Sustainable Economic Development
- Attractive & Livable Neighborhoods



GENERAL INFORMATION

CITY OF GARDENA ORGANIZATION CHART



CITY OFFICIALS

MAYOR AND CITY COUNCIL

Tasha Cerda, Mayor

Occupation: Insurance Agent
Elected: City Clerk – March 2009
Appointed: Councilmember – September 2009
To fill unexpired term due to resignation of Councilmember
Elected: Councilmember – March 2011
Elected: Councilmember – March 2013
Elected: Mayor – March 2017
Current Term Expires: March 2022

Rodney G. Tanaka, Mayor Pro Tem

Occupation: Retired Police Lieutenant/Licensed Pastor
Elected: Councilmember – March 2017
Current Term Expires: March 2022

Paulette Francis, Councilmember

Occupation: Teacher
Elected: Councilmember – March 2020
Current Term Expires: March 2024

Mark E. Henderson, Councilmember

Occupation: College Professor
Elected: Councilmember – March 2015
Elected: Councilmember – March 2020
Current Term Expires: March 2024

Art Kaskanian, Councilmember

Occupation: Business Owner/Realtor
Elected: Councilmember – March 2017
Current Term Expires: March 2022

CITY CLERK AND CITY TREASURER

Mina Semenza, City Clerk

Occupation: Real Estate
Elected: City Clerk – March 2013
Elected: City Clerk – March 2017
Current Term Expires: March 2022

J. Ingrid Tsukiyama, City Treasurer

Occupation: Retired
Elected: City Treasurer – March 2005
Elected: City Treasurer – March 2009
Elected: City Treasurer – March 2013
Elected: City Treasurer – March 2017
Current Term Expires: March 2022

APPOINTED OFFICIALS

Clint D. Osorio, City Manager

Appointed Acting City Manager in June 2019
Appointed City Manager in December 2019

Carmen Vasquez, City Attorney

Appointed as Contract City Attorney in January 2020

Peter L. Wallin, Deputy City Attorney

Appointed as Contract City Attorney in February 2009

Lisa Kranitz, Assistant City Attorney

Appointed as Contract City Attorney in February 2009

EXECUTIVE STAFF – (All Appointed)

Michael Saffell, Chief of Police

Ray Beeman, Chief Fiscal Officer

Gregory McClain, Interim Community Development Director

Ernie Crespo, Transportation Director

Stephany Santin, Recreation & Human Services Director

Allan Rigg, Public Works Director

Scott Hale, Los Angeles County Assistant Fire Chief

ELECTED & ADMINISTRATIVE OFFICES**Mayor**

Tasha Cerda (310) 217-9507

Mayor Pro Tem

Rodney G. Tanaka (310) 217-9507

Councilmembers

Paulette C. Francis (310) 217-9507

Mark E. Henderson (310) 217-9507

Art Kaskanian (310) 217-9507

City Clerk's / City Treasurers Office**City Clerk**

Mina Semenza (310) 217-9565

Deputy City Clerk

Becky Romero (310) 217-9566

City Treasurer

J. Ingrid Tsukiyama (310) 217-9664

Deputy City Treasurer

Danny Rodriguez (310) 217-9693

Administrative Office**City Manager**

Clint D. Osorio (310) 217-9503

City Attorney

Carmen Vasquez (310) 217-9544

Chief Fiscal Officer

Ray Beeman (310) 217-9502

POLICE DEPARTMENT**Chief of Police**

Michael Saffell (310) 217-9601

RECREATION & HUMAN SERVICES**Director**

Stephany Santin (310) 217-9537

GTRANS**Director**

Ernie Crespo (310) 965-8888

COMMUNITY DEVELOPMENT**Interim Director**

Gregory McClain (310) 217-9526

PUBLIC WORKS**Director**

Allan Rigg (310) 217-9570

LA County Fire Department**Assistant Fire Chief**

Scott Hale (310) 329-3315

Gardena Station 162nd Street

Gardena Station 135th Street

BUDGET GOAL

To develop and maintain a structurally balanced budget that maximizes all City resources necessary to build, sustain, and enhance the City's future.

BUDGET TEAM

CITY MANAGER – CLINT D. OSORIO

CHIEF FISCAL OFFICER – RAY BEEMAN

Budget Managers – Ray Beeman, Khoi Quach, Sarah Read, Danny Rodriguez, Mary Simonell

BUDGET COORDINATORS

Elected and Administrative Offices - Alejandra Orozco, Becky Romero

Police – Captain Todd Fox, Captain Vince Osorio, Mayra Maciel

Public Works – Kevin Kwak, Kevin Thomas, Kim Nolan

Community Development – Gregory McClain

Recreation & Human Services - Christina Theobald, Nikki Sweeney, Nicola Howard

Capital Improvement Projects, Jun De Castro

Transportation Department, Ernie Crespo, Dana Pynn, Jennifer Abro

BUDGET PROCESS

MISSION OF THE BUDGET PROCESS: *To help decision makers make informed choices about the provision of services and capital assets and to promote stakeholder participation in the process. - Government Finance Officers Association (GFOA)*

BUDGET GOAL: *To develop and maintain a structurally balanced budget that maximizes City resources necessary to build, sustain and enhance the City's future.*

Preparation and adoption of the fiscal year budget is guided by the following five organizational principles set by the City Council:

1. Fiscal Integrity and Long-Term Financial Stability
2. Quality Economic Development
3. Workforce Excellence
4. Continually Improving Quality of Life for Residents
5. Maintaining an Attractive, Vital Livable Community

BUDGET OBJECTIVES: These organizational principles translate into the following budget objectives:

1. Establishing budgetary and fiscal policies that address current needs and set the foundation for future decisions.
2. Adopting a structurally balanced budget with realistic annual revenue projections and expenditures below revenue projections.
3. Pursuing grant and other special funds to augment City services in specific program areas.
4. Building adequate reserve funds to meet the City's current and future obligations.
5. Creating public-private partnerships with mutual economic and service benefit.
6. Setting charges and users fees to recover City costs for providing services as much as possible but without overburdening citizens, businesses, and property owners.

7. Replacing or upgrading vehicles and other capital equipment based on comparative cost of required maintenance for safety and performance efficiency.
8. Implementing efficiencies in service delivery and departmental operations that improve customer service and the quality of life in the community.
9. Enhancing employee skills and compensation to attract and maintain the best qualified staff and highest level of public service possible.
10. Providing superior public safety including community-based policing to reduce crime.
11. Providing community service programs that meet a variety of interests and needs.
12. Improving the public image and physical appearance of the City with proper maintenance of public rights-of-way and code enforcement of private properties.

BUDGET ROLES AND RESPONSIBILITIES

Citizens, property owners and businesses are encouraged to share ideas and provide input concerning the community and budgetary programs. This can be accomplished by discussing issues with City's commissions and committees or directly with program managers. Citizen input received during public hearings or other correspondence is not only invited but needed to ensure that public needs are met.

Finance Committee, comprised of two councilmembers (appointed by the Mayor) and the City Treasurer, reviews the City's revenues and

BUDGET PROCESS

expenditures each quarter and the City Manager's proposed budget before submitting to the City Council for adoption.

City Council provides direction for the preparation of the budget through adoption of policies and ongoing input. Council is responsible for the review and adoption of the City budget.

City Manager is responsible for:

- ❖ providing staff direction for budget preparation
- ❖ considering departmental budget requests and requests for supplemental budget items
- ❖ reviewing projected revenues and expenditures with the Chief Fiscal Officer
- ❖ formulating a comprehensive budget proposal for submission to the City Council
- ❖ presentation of a proposed budget
- ❖ overseeing budget administration throughout the fiscal year

Chief Fiscal Officer is responsible for:

- ❖ evaluating and reporting the City's fiscal condition
- ❖ providing comprehensive revenue forecasts
- ❖ providing budget orientation and training to all departments
- ❖ monitoring budget throughout the year and providing updates to the City Manager and City Council

OVERVIEW OF CITY BUDGET PROCESS

The City's annual budget process commences in February with the distribution of the updated Budget Manual that details the City's general budgetary policy and the specific goals and objectives for the upcoming fiscal year. Departments are given specific instructions and timelines, the City's chart of accounts, a rate schedule for apportioned costs such as liability and health insurance, and budget forms and formats.

Each department head is required to select a responsible individual in the department to be the Budget Coordinator. Following the budget kickoff by

the City Manager and Chief Fiscal Officer, all correspondence and meetings are conducted with the departments' Budget Coordinators and the Finance Budget Team.

In March, the Chief Fiscal Officer provides the City Manager with the tentative General Fund Revenue Projections. These set the parameters for the development of a budget. In turn, the preliminary departmental budget worksheets are returned to the Fiscal Resources Division with instructions for modified expenditure requests based upon the available monies projected.

Target Budget Requests: It is the responsibility of each department to submit, as part of the budget request to the City Manager, a complete Statement of Justification. The statement must provide a formal and comprehensive explanation and justification of the proposed departmental budget program. This is important because the initial budget request submitted by each department is based on maintaining the current level of service. The **"Target Budget"** provides a point of origin for the detailed study and evaluation of each budget request by the City Manager compared to available revenue. The Target Budget has four basic components:

1. **Proposed Work Plan:** Department and program narratives, major accomplishments for fiscal year ending, major goals and objectives for the new fiscal year, workload/performance indicators and projected revenues/cost recovery from department programs.
2. **Proposed Staffing Plan:** Departmental organization chart, personnel worksheets (benefits calculations), personnel schedules, staffing levels, and personnel by program activity.
3. **Proposed Spending Plan:** Department line-item worksheets, expenditure request worksheets, justification statements (if required), computer repair and replacement fund summary and capital expenditures one-year request and justification statement.
4. **Revenue Projections:** Department revenues based on the fees collected as part of the department's operation. Emphasis

BUDGET PROCESS

is placed on maximizing cost recovery as appropriate and justification for new or increase in existing fees.

Supplemental Budget Requests: Separate from the Target Budgets, departments submit a “wish list” of additional personnel, new or replacement equipment, or funding for new or expanded programs. All Supplemental Budget Requests are reviewed jointly with priority given to funding requests that best meet the objectives for the fiscal year and improve services across departmental lines. Unfunded requests are set aside until additional funding can be identified. This process will be expanded over the next fiscal year with a goal of developing a multi-year budgeting plan for rebuilding staffing levels, equipment replacement and program expansion.

Capital Outlay Requests: Capital requests are submitted separately with priority given to the replacement of aging and outdated equipment. With the Fiscal Year 2001-2002 Budget, a “Computer and Technology Maintenance and Replacement” fund was instituted to protect the City’s investment in technology by ensuring funds to properly maintain and replace equipment when needed. This is funded through departmental contributions based on a usage formula.

City Managers Review: At the end of April, the City Manager reviews a draft budget summary presented by the Chief Fiscal Officer. Following the review and approval, the Proposed Budget, or City Manager’s Budget as it is sometimes called, is finalized and printed for distribution. Much of the focus of the annual budget process is on General Fund programs since this is the only funding area that is fully discretionary. Grant funded programs follow a similar process but are more specifically directed by the regulations of the particular funding source. The City’s adopted budget incorporates all City programs and specifically identifies the funding source for each.

Preliminary Budget: In May, a preliminary budget document is created, and the City Manager meets independently with each department head to review the department’s goals, objectives, programs and funding needs for the upcoming fiscal year. It is also the department head’s opportunity to ensure that all the needs of his/her department are understood and carefully considered in the allocation of funds.

Budget Hearing: A public workshop hearing is held approximately one month before the adoption of the City’s budget for the upcoming fiscal year. The City Manager presents to the Council the overall goals and objectives for the fiscal year, along with a review of significant factors affecting proposed revenues and expenditures.

Public comment is heard throughout the month and revisions may be made to the budget as directed by the City Council.

Adoption: City Council shall adopt the budget by Resolution at the conclusion of the budget hearings. The adoption of the budget must occur prior to July 1, which is the beginning of the new fiscal year.

Budget Control and Amendments: Since the budget is a planning document, throughout the fiscal year there may be a need for adjustments in the spending plan. As new revenues are identified, or unexpected expenditures arise, departments may need to re-prioritize the expenditure plan for their operations. If the modification can be made within the department’s approved appropriation, then the Department Head may make a written request for a budget transfer to reallocate funds as needed. The budget transfer request is sent to Fiscal Resources for review and approval. Accounting staff verifies that funds are available as requested, and the Chief Fiscal Officer approves the transfer. However, if the department is unable to make the needed adjustments within their department appropriation, additional approval is needed. The City Manager is authorized to transfer funds between departments up to ten thousand dollars. Amounts exceeding ten thousand dollars must have the approval of the City Council.

BUDGET CALENDAR - FISCAL YEAR 2021-2022 AMENDED BUDGET

February 10 – April 20, 2021	<p>During this period staff will be developing a plan of action for amending FY 21/22 revenue projections, expenditure projections, and performance goals and narratives. Departments will be meeting with the City Manager to develop a Proposed Budget. The Proposed Budget will be presented for public review at the May 25th Council Meeting.</p> <p>Staff has been developing various budget scenarios and monitoring the effects of COVID-19 on the City's revenue streams. The amended budget is reflective of these changes.</p>
March 1- March 15, 2021	Finance to meet with individual departments to discuss budget and supplemental requests
March 23, 2021	Budget Requests Reviewed – analysis prepared for City Manager's review
April 26, 2021	City Manager Review - Preliminary FY 21/22 Amended Budget Review
April 29, 2021	Finance Committee – overview of FY 20/21 year-end projections and FY 21/22 budget amendments
May 25, 2021 - June 22, 2021	Public Review period for Proposed Amended FY 21/22 Budget
June 17, 2021	Budget Study Session.
June 22, 2021	Budget Hearing and Adoption of Amended Budget FY 21/22 and Gann Resolution for Fiscal Year 21/22.
June 30, 2021	Amended FY 21/22 budget to print / posted on website.

BUDGET DOCUMENT GUIDE

The “Adopted Budget” is the document that sets the expenditure policies for all monies received by the City. The budget is based on a “fiscal year” that begins each year on July 1 and ends twelve-months later on June 30. City staff develops a proposed budget under the direction of the City Manager. The “Proposed Budget” is presented at a Public Hearing with the City Council for consideration. The City Council makes whatever changes they deem appropriate and vote to adopt the budget for the next fiscal year.

The budget is designed to give the City Council a clear roadmap of the City’s expenditure needs and available resources so that the Council can make sound budgetary decisions. It is through the appropriation of funds that the Council sets the program and project priorities for the ensuing fiscal year. This year two consecutive one-year budgets were presented to the City Council for consideration. This amended budget will cover fiscal year 2021-2022 and the proposed changes.

The budget document begins with the City Manager’s budget message, which provides an overview of the Fiscal Year Operating Budget by highlighting programs and major projects. Economic factors, changes in revenue, expenditures, and staffing levels are also addressed in the budget message. The budget document is divided into the following sections:

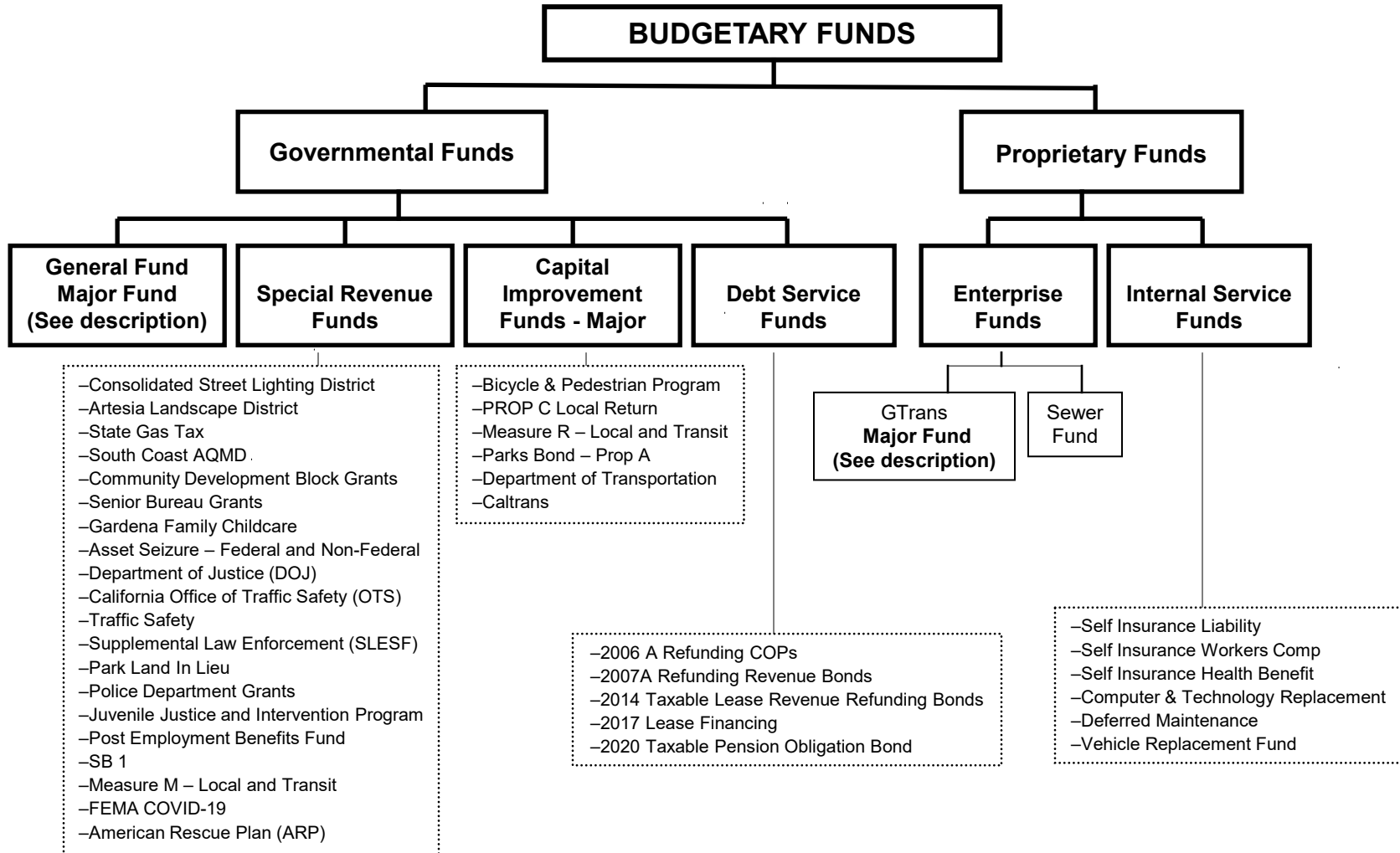
- ❖ Budget Message
- ❖ Introduction
- ❖ Budget Summaries
- ❖ Operating Budget – General Fund with corresponding Special Revenue Funds
- ❖ Operating Budget – Enterprise Funds
- ❖ Debt Service Funds
- ❖ Internal Service Funds
- ❖ Capital Improvement Program
- ❖ Appendix

The Budget Summaries section provides revenue and expenditure analysis. This section presents historical data for comparative purposes along with staffing levels.

The Operating Budgets section contains program description and public service goals. All Special Revenue Funds are grouped by operating department to provide a complete picture of department resources and functions.

The Appendix section contains the glossary of terms, abbreviations and acronyms, and index.

CITY OF GARDENA FUND STRUCTURE



A major fund is classified as any fund which is at least 10% of the total appropriation

FUND DESCRIPTIONS

GENERAL FUND (Major Fund)

The General Fund is the chief operating fund of the City and the only totally unrestricted fund that can be used for general operating expenses such as public safety, parks, recreation, engineering, planning and administration.

SPECIAL REVENUE FUNDS (Grants)

Currently the City receives additional funding from various sources to provide many services which otherwise would be impossible for the City to support. Special revenue funds are restricted to a specific purpose and for a certain time frame. Continued or new funding is based on the federal, state or county which is providing the resources. The City is always seeking new grants for the betterment of the citizens and community. Following is a description of the major grant funding that the City receives.

Artesia Landscaping District: To account for monies received for the maintenance of medians on Artesia Boulevard.

American Rescue Plan: Funding to address the devastating economic and health effects of the COVID-19 pandemic.

Asset Seizure: Monies seized from criminal activities and used solely for law enforcement purposes.

Community Development Block Grant (CDBG): The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable citizens in our communities, and to create jobs through the expansion and retention of businesses. This federal funding is received through the Department of Housing and Urban Development (HUD) and is an important tool for assisting local government in tackling the serious economic challenges facing the community.

Consolidated Street Lighting: To account for monies received for the maintenance and improvement of streetlights.

FEMA COVID-19: This Treasury Department allocation provides funding to local government to support the public health response and lay the foundation for a strong and equitable economic recovery.

Gardena Family Childcare: This grant provides low-cost childcare to low-moderate income families as well as offering early education and development classes. This program through Cal SAFE also helps pregnant and parenting students and their children. These programs are funded through the California Department of Education.

Juvenile Justice and Intervention Program: This program is to identify and improve areas of a youth's life that may be contributing to delinquent behavior.

Measure M: To account for monies received for the improvement of freeway traffic flow; expand the rail and rapid transit system; repave local streets, repair potholes, and synchronize signals; and to make public transportation more accessible, convenient, and affordable.

FUND DESCRIPTIONS

Measure R: To account for monies received for the improvement of local street traffic flow; repave local streets, repair potholes, and synchronize signals; and to make public transportation more accessible, convenient, and affordable.

Police Grants: The Department of Justice, the California Office of Traffic Safety, and the Supplemental Law Enforcement Program provide funding to improve public safety. Grant funding pays for additional officers, improved technology, DUI checkpoints, gang enforcement programs, and pedestrian safety programs. Funding from these grants helps to promote public safety and awareness.

Post-Employment Benefits Fund: This fund was set up to account for the City's Other Post-Employment Benefits it pays to retired employees.

Prop C: To account for monies received for the reduction of local street traffic congestion; improve air quality; repave local streets and repair potholes; and to make public transportation more accessible, convenient, and efficient.

Senate Bill 1 (SB 1): To account for monies received for the maintenance and rehabilitation and safety improvements on state highways, local streets and roads, and bridges and to improve the state's trade corridors, transit, and active transportation facilities.

Senior Bureau Grants: In 1965 the federal government passed the Older Americans Act to provide grant funding for programs which benefit seniors. This includes nutrition programs in the community and for those who are homebound; programs for low-income minority elders; health promotion and disease prevention activities; in-home services for frail elders, and those services which protect the rights of older persons such as the long-term care ombudsman program.

South Coast AQMD Fund: To account for monies received from motor vehicle tax and expended on programs to reduce air pollution which are necessary to implement the California Clean Air Act of 1988.

State Gas Tax: To account for monies received and expended from the state and county gas tax allocation.

Traffic Safety: To account for monies received under Section 1463 of the Penal Code and expended on traffic safety.

CAPITAL IMPROVEMENT FUNDS

Are used to account for financial resources used for capital improvement projects.

DEBT SERVICE FUNDS

Are used to account for the accumulation of resources and payment of all general long-term debt obligations of the City.

FUND DESCRIPTIONS

PROPRIETARY FUNDS

A proprietary fund accounts for business type activities of the City that receive a significant portion of funding through user charges with the intent to fully recover the cost of service. The Enterprise and Internal Services Funds are proprietary type funds.

Enterprise Funds:

GTrans (Major Fund) accounts for user charges, fees, federal, state and county grants and all operating costs associated with the operation of the City's bus lines. Although the GTrans is a separately operating enterprise fund, it is still operationally a department of the City.

Sewer Fund accounts for fees charged to users of the City's sewer system. The fee is based upon the amount of domestic water used. The revenue is used to replace, rehabilitate, maintain, and improve the City's sewer system.

Internal Service Funds:

The Internal Service Funds account for financing of goods or services provided by one City department to other departments of the City on a cost-reimbursement basis and consist of the following funds:

- Self-Insurance Liability Fund**
- Self-Insurance Workers' Compensation Fund**
- Self-Insurance Health Benefit Fund**
- Computer & Technology Replacement Fund**
- Deferred Maintenance Fund**
- Vehicle Replacement Fund**

FIDUCIARY FUNDS

Account for assets held by the City in a trustee capacity. Fiduciary funds are normally ***not budgeted*** because typically the trust agreement or law already provides adequate control over the trust fund resources.

ACCOUNTING PRINCIPLES AND POLICIES

FUND ACCOUNTING

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures as appropriate. Government resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The financial section in this budget is grouped by generic fund types and broad fund categories as follows:

Governmental Funds

General Fund
Special Revenue Funds
Capital Improvement Funds
Debt Service Funds

Proprietary Funds

Enterprise Funds
Internal Service Funds

BASIS OF ACCOUNTING AND BUDGETING

The City's **Governmental Fund Types** (General, Special Revenue, Debt Service and Capital Projects Funds) are accounted for and budgeted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Revenue considered susceptible to accrual includes property taxes, sales taxes, interest and motor vehicle license fees. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to the general rule is compensated absences not payable within one year, and interest and principal on long-term debt which are recorded when due.

Proprietary Fund Types are accounted for on an "income determination" or "cost of services" measurement focus. Accordingly, all assets and all liabilities are included on the balance sheets, and the reported fund equity (total reported assets less total reported liabilities) provides an indication of the economic net worth of the funds. The operating statements for the City's Proprietary Fund Types report increases (revenues) and decreases (expenses) in total economic net

worth. All Proprietary Fund Types are accounted for and budgeted using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when incurred.

FINANCIAL POLICIES

The following financial policies represent the long-standing principles and traditions which guide the City in its fiscal decisions.

FINANCE COMMITTEE

The City's Finance Committee is comprised of two councilmembers, (appointed by the Mayor) and the City Treasurer. The Committee meets quarterly with the City Manager to review and make recommendations on the City's budget, debt and other financial actions.

AUDITING AND FINANCIAL REPORTING

- California state statute requires an annual audit of the books of account, financial records and transactions of all administrative departments of the City by Independent Certified Public Accountants.
- The City will produce annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined in Governmental Accounting, Auditing and Financial Reporting (GAAFR).

REVENUE POLICY

- The City will try to maintain a diversified and stable revenue system to shelter it from short run fluctuations in any one-revenue source.

ACCOUNTING PRINCIPLES AND POLICIES

- The City will follow an aggressive policy of collecting revenues, augmented in Fiscal Year 2002 by the implementation of the City's new cashing system.
- The City will establish all user charges and fees at a level closely related to the full cost (operating, direct, indirect and capital) of providing the service. The City will continue to review fees/charges periodically.

INVESTMENT OF IDLE FUNDS

- The safeguarding of all public monies shall be of the highest priority. Public money shall not be invested or managed in any manner, which would jeopardize the safety of the principal pursuant to California Government Code Section 53635.
- The City's investment policy is reviewed and approved annually by the City Council.
- Direct responsibility for managing the City's investment portfolio rests with the City Treasurer.
- All investments are made in accordance with the following criteria, stated in order of priority: safety, liquidity and yield.

PURCHASING POLICY

- The City's departments will purchase the best value obtainable, securing the maximum benefit for each tax dollar expended, while giving all qualified vendors an equal opportunity to do business with the City.
- All purchases \$30,000 - \$50,000 require written quotes and must be ratified by the City Council.
- All purchases with a total cost over \$50,000 must be procured by a formal bid and can only be authorized and awarded by the City Council.
- Whenever possible, local vendors shall be included as sources for all purchases.

RISK MANAGEMENT POLICY

- The City is self-insured against each general liability claim for the first \$750,000 and each workers' compensation claim for the first \$500,000 and \$750,000 for each GTrans claim against the City. The City carries insurance in excess of these amounts.
- The City's role in managing its risk management program is to be proactive, in nature, which will be accomplished through careful monitoring of losses, working closely with the third party administrator and designing and implementing programs to minimize risk and reduce losses.

FIXED ASSET POLICY

- To safeguard the investment in fixed assets.
- To use the fixed asset system as a management tool for replacement of recurring items to avoid duplication and inefficient use of fixed assets.
- To comply with state laws and regulations.
- To provide information for preparation of financial statements in accordance with GAAP with emphasis placed on completion of GASB 34 requirements.
- When disposing of fixed assets, every effort should be made to recover some of the original cost by selling and or trading in the fixed asset.

CAPITAL IMPROVEMENT POLICY

- The City will develop a multi-year plan for capital improvements, update it annually and make all capital improvements in accordance with this plan.
- Immediate capital replacement needs and smaller capital projects are funded on a pay-as-you-go basis through a budget transfer.

ACCOUNTING PRINCIPLES AND POLICIES

- Capital improvements involve the outlay of substantial funds; therefore, the City prioritizes the use of non-general fund monies to support these expenditures.

DEBT POLICY

- To provide for proper planning of capital expenditures, financing requirements and guidelines for issuance of various debt instruments.
- To hold borrowing costs at a minimum and maintain ratios within established standards.
- To secure favorable ratings and competitive lower interest rates on all types of borrowing instruments, thereby providing a savings to all taxpayers.

BORROWING INSTRUMENTS

- Tax and Revenue Anticipation Notes to be issued no more than once a year. Maximum maturity of notes will be twelve months from date of issue. Notes will be rated by Moody's Investor Service, Standard and Poor's Ratings Group or Fitch Investors Service, L.P.
- Certificates of Participation (COPS) can be used as a financial alternative for acquiring assets.
- Revenue Bonds – City Council will evaluate all requests.
- Mello-Roos financing – City Council will evaluate all requests.

BUDGET – GENERAL POLICY

- City staff will present to the City Council a structurally balanced budget proposal that does not rely on “one-time” revenues. Annual recurring expenditures will be funded with annual recurring revenues.

- The City Council will, by June 30 of each year, adopt a structurally balanced operating and capital improvement spending plan for the ensuing fiscal year, where operating revenues are equal to, or exceed, operating expenditures.
- The City will align and amend as appropriate its operating and capital spending plan with its strategic action plan priorities and economic development plan.
- City staff will complete and present a quarterly Budget and Economic Condition Analysis to the Finance Committee. Recommended budget adjustments will be submitted to the City Council for consideration and approval.
- The City will establish and maintain a General Fund Reserve equal to at least twenty-five percent (25%) of its annual General Fund operating budget. The amount will be revised annually and such funds will be expended only with the approval of the City Council.

BUDGET – REVENUE

- Revenue projections will be based on multiple sources of information including, but not limited to, historical trends, federal, state and regional economic forecasts, service levels, changes in legislation and mandates and other statistical resources generally available.
- The City will develop and incorporate into each spending plan revenue and expenditure projections for five (5) additional years into the future and amend the projection annually as part of the budget review.
- When projecting revenues, the City will take into consideration the diversity, volatility and stability of its revenue stream and will as much as possible base its core operating cost on historically stable revenue sources.
- The City will stabilize its revenue base by forecasting its annual operating expenditures on diverse revenue sources and limiting revenue growth projections in each revenue category.

ACCOUNTING PRINCIPLES AND POLICIES

- Revenues received in excess of the budgeted projections will be used for one-time expenditures or set aside as reserve.

BUDGET – EXPENDITURES

- Expenditures will be budgeted realistically for each expenditure category and can be adjusted internally as may become necessary but will not exceed appropriation limits.
- Contingency funds will be included in the annual budget to provide funding for unanticipated operating cost increases, one-time purchasing opportunities and one-time emergency expenditures to repair equipment and facilities. Unexpended funds will carry-over to the next fiscal year.
- In considering reductions in service levels, program cuts, or staffing reductions, the city will first assess options to improve operational efficiencies and develop additional revenues to cover the cost to continue the existing level of public service with existing Budget Policies.

- Limiting Cost with Fees for Service: Certain services are used selectively by a limited number of participants and, therefore, are not mandated City services. These services are provided based on individual interest and are provided only as funding is available. To fund these programs without limiting basic services necessary for the general public, the City will perform a cost analysis to identify the city's fully burdened cost for providing those services and, to the extent reasonable, set the fee based on full cost recovery. Such fees shall be updated frequently to ensure that the fees are reflective of actual city costs for the delivery of services.
- Unexpended funds within a fiscal year will be held in reserve or appropriated for one-time expenditures.

BUDGET – CAPITAL IMPROVEMENT

- Capital improvements will be financed primarily through special revenue funds, user fees, service charges, and developer agreements when benefits can be specifically attributed to users of the facilities.
- The City will analyze the impact of capital improvements to ensure that operational and maintenance costs are balanced with on-going revenue to support facility operations.

COMMUNITY PROFILE – 2021

Gardena, California is a full-service city located just 13 miles south of metropolitan Los Angeles in the South Bay area of Los Angeles County. Gardena is strategically located near the intersections of the Harbor (110), San Diego (405), and Gardena (91) Freeways and just south of the Anderson (105) Freeway.

Date of Incorporation	September 11, 1930
General Law City	1955
Form of Government	Council-Manager Form
County	Los Angeles, Second Supervisorial District
State Representatives	62 nd & 66 th Assembly Districts 35 th Senatorial District
U. S. Representative	43 rd U.S. Congressional District
Area	5.9 Square Miles
Population	60,096
Dwellings	21,825
Police Protection	87 sworn personnel and 27 marked units, including 2 canine units.
Fire Protection	City Fire Department services were transferred to the Consolidated Fire Protection District of Los Angeles County and became a contract service in October 2000.
Recreation and Parks	6 parks (37.36 acres) including 2 with skate parks, 1 community center, 1 municipal pool, 1 parkette, and 2 gymnasiums.
GTrans	56 coaches and 8 demand response vehicles for elderly and disabled passengers.





CITY of GARDENA



Not To Scale

LEGEND:



① City Hall Administration Offices and Campus

② Police Headquarters

③ Fire Department Headquarters

④ Fire Station 2

⑤ Public Works Building and Maintenance Yard

⑥ Kiyoto "Ken" Nakaoka Community Center

⑦ Ernest J. Primm Memorial Pool and James Rush Gymnasium

⑧ Army National Guard Facility

⑨ Gardena Transit Administration, Operations, & Maintenance Facility



A Sister-City Parkette

B Vincent Bell Memorial Park

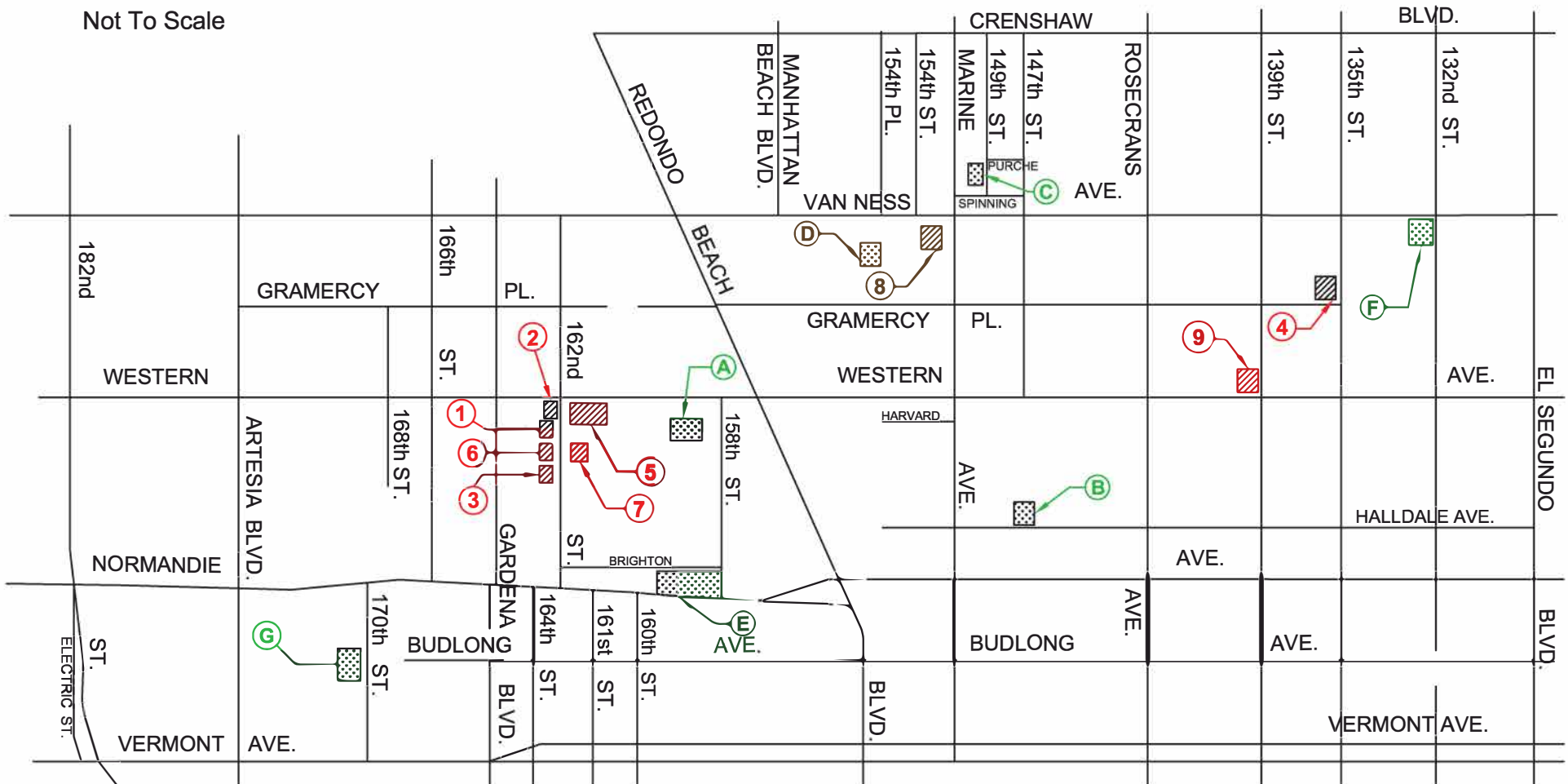
C Edward L. Thornburg Park

D George H. Freeman Memorial Park

E Mas Fukai Park

F Paul A. Rowley Memorial Park

G Arthur Lee Johnson Memorial Park



CITY FACILITIES AND PROPERTIES

① **City Hall Administrative Offices and Campus** **1700 West 162nd Street**

The Administrative Offices have approximately 25,975 square feet of building space, which includes City Council Chambers, a Council Chambers Conference Room, 32 administrative offices and 9 bathrooms. The buildings were built in 1962; and in fiscal year 2001-2002, the Administrative Office building was renovated with automatic sliding glass doors to comply with the Americans with Disabilities Act. The campus lawn in front of City Hall was dedicated on June 12, 1982, as the **Lucille Randolph Plaza**, in honor of the City Clerk who served the City for twenty-three years.

② **Police Headquarters** **1718 West 162nd Street**

The Police Headquarters has approximately 63,475 square feet of site area and approximately 23,690 square feet of building space that includes a one-story brick masonry police headquarters structure (Class C construction). Built in 1963, the needs of the department have far outgrown the building's capacity. Separate modular units have been constructed in the parking lot, and on an adjacent property to serve as annex offices.

③ **Fire Department Headquarters** **1650 West 162nd Street**

The Fire Department Headquarters has approximately 27,925 square feet of site area and approximately 17,975 square feet of building space, which includes a two-story brick masonry fire station building (Class C construction). The building was built in 1963 and is currently leased to the Los Angeles County Fire District. The City contracts with the Los Angeles County Fire District for the provision of fire services.

④ **Fire Station 2** **2030 West 135th Street**

Fire Station 2 has approximately 26,140 square feet of site area and approximately 5,949 square feet of building space, which includes a pre-cast concrete fire station structure. The fire station structure was built in 1957 and includes an apparatus garage, offices, kitchen, dining area,

chief's quarters, dormitory and training tower. The fire station structure is currently leased to the Los Angeles County Fire District. The City contracts with the Los Angeles County Fire District for the provision of fire services.

⑤ **Public Works Building and Maintenance Yard** **1717 West 162nd Street**

The Public Works Building has approximately 11,825 square feet of building space, which includes 10 administrative offices and 5 bathrooms. The buildings were built in 1968 and 1990; and in fiscal year 2003-2004, the building was renovated with automatic sliding glass doors to comply with the Americans with Disabilities Act. In addition, a City yard is adjacent to the Public Works Building to create a total land area of 1.850 acres.

⑥ **Kiyoto "Ken" Nakaoka Community Center** **1670 West 162nd Street**

The Community Center has approximately 17,137 square feet of building space, which includes 6 classrooms, 4 offices, a kitchen and an auditorium that can accommodate up to 280 people. The building was built in 1975 and dedicated June 7, 1975. On December 13, 1989, an expansion was dedicated in honor of the first Japanese-American to be elected (1966) to a City Council position in the United States, and the first elected Mayor of the City. During fiscal year 2001-2002, the Community Center was renovated with automatic sliding glass doors to comply with the Americans with Disabilities Act.

Located in the Nakaoka Community Center, the **Lucien "Lou" Lauzon Memorial Auditorium** was dedicated August 22, 1981, in honor of his active community support, which included serving as a member of the Citizens Advisory Committee and the Beautification Committee.

⑦ **Ernest J. Primm Memorial Pool and James Rush Gymnasium** **1651 West 162nd Street**

The pool and gymnasium have approximately 62,650 square feet of site area and approximately 19,623 square feet of building space, which includes a one-story masonry gymnasium (Class C construction). The building was built in 1979. The Human Services Division offices are

CITY FACILITIES AND PROPERTIES

located in this building. The roof of the gymnasium was renovated in fiscal year 2002-2003, and the administrative office of the gymnasium was renovated with automatic sliding glass doors in fiscal year 2004-2005 to comply with the Americans with Disabilities Act.

The pool was dedicated as the **Ernest J. Primm Memorial Pool** on April 22, 1962, in honor of the founder of the card clubs in Gardena. On June 30, 1979, the gymnasium was rededicated as the **James Rush Memorial Gymnasium** in honor of the former Councilmember and Mayor of Gardena (1942 – 1956). Mr. Rush was also involved in the planning of the civic center grounds.

8 The Army National Guard 2100 West 154th Street

A portion of the former Municipal Transportation Facility, 1.72 acres, was sold for development of residential units in 2015. The remaining portion of the property is leased to the State of California for use as a National Guard post.

9 Gardena Transit Administration, Operations, and Maintenance Facility 13999 South Western Avenue

The new transit facility opened in May 2009, on a 9.1-acre site that accommodates a fleet of 100 buses, plus paratransit and support vehicles. The facility is designed as a “Green Building,” emphasizing energy efficiency and environmental sensitivity and includes solar panels for power generation, bus simulators for operator training, and current technology in bus maintenance equipment.

The administration and operations building is approximately 24,000 square feet in area. The maintenance building is approximately 45,000 square feet with a 4,000 square foot bus-wash structure and 2,800 square foot fuel island. A photovoltaic panel shade structure provides covered parking.

CITY PARK FACILITIES

(A) Sister-City Parkette - 160th Street/Harvard Boulevard

Sister-City Parkette was renamed in August 2013 from Harvard Parkette. The Parkette was dedicated in November 1958 as a neighborhood play area, is 0.19 acre and includes a slide and jungle gym, swings, and lunch benches.

(B) Vincent Bell Memorial Park - 14708 South Halldale Avenue

This 1.87-acre park was dedicated on May 26, 1972, in honor of a City Councilman who died in office shortly after his election in 1970. The facility is equipped with a recreation room, baseball diamond, outdoor basketball court, handball court, two tiny tot play areas, two picnic shelters, and a police office.

(C) Edward L. Thornburg Park - 2320 West 149th Street

The Edward L. Thornburg 2.39-acre park was named for the developer who donated the land in 1953. The facility is equipped with a recreation room, baseball diamond, two outdoor basketball courts, handball court, tiny tot play area, picnic shelter, martial arts room, and horseshoe pit.

(D) George H. Freeman Memorial Park - 2100 West 154th Place

This 2.71-acre park was dedicated on April 11, 1957, in honor of George Freeman, who served as the first City Recreation Director. The park is equipped with two recreation rooms, a baseball diamond, basketball court, handball court, tennis court, tiny tot play area, picnic shelter, and police office.

(E) Mas Fukai Park - 15800 South Brighton Avenue

4.53 acres were purchased from the County and dedicated as a City park in 1960. In June 2000, the Gardena City Council rededicated Recreation Park as Mas Fukai Park. Masani “Mas” Fukai was elected to Council in 1974 and served until his retirement in 1998. Mas, as his friends and associates call him, also served for five years as the Chief Deputy to then Los Angeles County Supervisor Kenneth Hahn. The facility is equipped with three recreation rooms, three baseball diamonds, two basketball courts, a handball court, tiny tot play area, picnic shelter, and kitchen.

CITY FACILITIES AND PROPERTIES

(F) *Paul A. Rowley Memorial Park - 13220 South Van Ness Avenue*




This 18.17-acre park was dedicated July 21, 1962, in honor of the first City Administrative Officer, 1959 – 1962. Mr. Rowley died of a heart attack in June 1962, while addressing a public affair at the park. The park was originally named Van Ness Park, when it opened in 1959. The expansion of the park facilities, which included the addition of a gymnasium, was dedicated February 12, 1990. The facility is equipped with two recreation rooms, a gymnasium, four baseball diamonds, three outdoor basketball courts (one full and two half), a skate park opened in March 2012, four tennis courts, two tiny tot play areas, three picnic shelters, a kitchen, auditorium, weight room, teen center, and police office.

(G) *Arthur Lee Johnson Memorial Park - 1200 West 170th Street*

This 7.5-acre park, originally dedicated July 9, 1977, as South Park, was rededicated on January 13, 2007 as Arthur Lee Johnson Memorial Park. Arthur Johnson marched with Dr. Martin Luther King, Jr. in the civil rights movement, founded the Gardena Dr. Martin Luther King, Jr. Cultural Committee, and served as its president for twenty years. In 1973, his efforts made Gardena the first city west of the Mississippi to honor Dr. King's birthday with an annual commemorative celebration. Mr. Johnson served as a Planning and Environmental Quality Commissioner for twelve years. His many years of community service earned him the Gardena Black History Month Trailblazer Award and a place on the City's Wall of Fame.

The Arthur Lee Johnson Memorial Park is equipped with a recreation room, two basketball courts, a skate park opened in June 2012, four tennis courts, a tiny tot play area, picnic shelter, soccer field, police shooting range, and entrance to the Gardena Willows Wetland.

CITY OF GARDENA HISTORIC TIMELINE

<p>1930 Incorporation of City of Gardena on September 11, 1930 with a population of approximately 3,000. Annexation of Western City on November 12, 1930.</p>	<p>2000 The newest card club in the State, the Hustler, opened in June 2000.</p> <p>Ending General Fund balance June 30, 2000 = (\$2,719,574).</p> <p>Gardena Fire Department was annexed into the Consolidated Fire Protection District of Los Angeles County October 2000.</p>	<p>2010 June 30, 2010 General Fund reserves = \$8,649,750 or 20%. September 11, 2010, City will celebrate its 80th Anniversary with a population of approximately 61,927.</p>
<p>1936 First legal card club license in the State of California to Gardena.</p>		<p>2011 April 1, 2011 UUT rate collection at the maximum of 5%. Senior exemption eligibility reduced to age 60.</p> <p>May 10, 2011 Council adopted new fee resolution with an effective date of July 11, 2011.</p> <p>September 2011, the City purchased the Goodwill property as well as property adjacent to the Police Department.</p>
<p>1940 City bus service began on January 15, 1940.</p>		
<p>1953 Gardena Municipal Bus Lines moved to new location on Van Ness Avenue in November.</p>	<p>2001 Eldorado Parking COP liquidated through agreement with Hustler for a net principal gain of \$980,000.</p>	
<p>1954 City adopted its official seal and slogan "Freeway City" on October 26, 1954.</p> 	<p>2002 Eliminated the General Fund deficit a year ahead of schedule with a positive \$1,048,182 balance on June 30, 2002.</p> <p>Voters approved an increase in the Transient Occupancy Tax from 7% to 11% in November.</p>	<p>2012 Created "Super-Departments" as a transitional phase for operational efficiency and cost containment during succession planning.</p>
<p>1955 Gardena was designated as a General Law City by action of the State Legislature.</p>		<p>2013 February Standard & Poor's raised the City's credit rating to A.</p> <p>Sold parking structure located at 1041 Redondo Beach Blvd. Entered into sales agreement for 1.72 acres at 15350 Van Ness Avenue. September 2014, Standard & Poor's raised the City's credit rating to A+</p>
<p>1964 Adopted City flag.</p> 	<p>2005 Celebrated 75th anniversary.</p>	
<p>1980 Received the All America City Award.</p> 	<p>2006 City Council approved settlement agreement with Sumitomo Trust and Union Bank that would restructure the \$26 million debt on the failed First Time Homebuyer Program and the December - City made a \$2.6 million payment to Sumitomo Trust and Union Bank on the long-term \$26 million debt thereby ending the debt service obligation on both failed</p>	<p>2014 Closed escrow on 15350 Van Ness Ave (former GTrans facility). Adopted 2016-2021 Five Year Strategic Plan. Council approved updated comprehensive fee resolution.</p>
<p>1982 Maintenance facility added at the Gardena Municipal Bus Lines.</p>		<p>2015 Adopted 2016-2021 Five Year Strategic Plan. Council approved updated comprehensive fee resolution. Civic Center Improvement Approved by City Council.</p>
<p>1994 Council action limited the number of card clubs from six to two.</p>	<p>2007 Received investment grade credit ratings: Standard & Poor's BBB rating Moody's Baa3 rating</p> <p>Refinanced the South Bay Regional Communications Center debt at an improved interest rate.</p> <p>Adopted 5 Year Plan 2007 - 2012.</p> <p>November 20, 2007 City Manager Mitchell G. Lansdell was awarded the Municipal Leader of the Year for his 10-year effort to lead the City out of financial crisis.</p>	<p>2016 Mitchell Lansdell City Manager retires, Ed Medrano appointed Acting City Manager. Refinancing of the 2006 C Bond Debt. Reassessment of the Sewer Fees to ensure sewer upkeep.</p>
<p>1995 Annexation of El Camino Village.</p>		<p>2017 Ed Medrano appointed as City Manager.</p>
<p>1996 Employee committees formed to review revenues, operational efficiencies, and customer service. A fourth committee compiled the information for council consideration.</p> <p>To reduce expenditures, Council implemented hiring freeze and a 2% decrease in appropriated expenditures for last six months of the fiscal year.</p>		<p>2019 Clint D. Osorio appointed as City Manager</p>
<p>1998 Council committed to a plan to eliminate the projected \$5 million General Fund deficit with a \$1 million set aside for the next five years.</p>	<p>2009 May 2009 Gardena Municipal Bus Lines moved to new facility. Dec 2009 Standard & Poor's raised the City's rating to A-.</p>	<p>2020 March 2020 Novel Coronavirus Pandemic - COVID 19, Stay-at-Home orders issued and City Hall closed to the public.</p> <p>December 2020 Pension Obligation Bond issued to refinance City's UAL effecting savings of \$50 million. City revises Strategic Plan to address effects of COVID</p>

CITY OF GARDENA COMMISSIONS, CORPORATIONS, AGENCIES, BOARDS, ADVISORY GROUPS, COMMITTEES AND ASSOCIATIONS

The Mayor and City Council appoint members to Commissions, Corporations, Agencies, Boards, etc. to advise the City on important programs and policy decisions. Public participation, therefore, is a vital component of the City's governing system. In addition, there are other important Committee and Association members who meet on a regular basis but are not appointed by the Mayor and City Council. All of the meetings are open to the public.

APPOINTED COMMISSIONS

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Composed of five members, this Commission was created in compliance with the State Government Code as an advisory agency to the City Council on all matters of land use and the environment. Its responsibilities are to investigate and report on the design and improvement of adopted subdivisions, and to submit reports and recommendations to the City Council on matters relating to zoning, land use, environment, the City's General Plan, and other related matters.

RECREATION AND PARKS COMMISSION

This Commission is composed of five members who advise the Council on matters relating to recreation and parks within the City. The Commission considers, advises, and/or recommends to the City Council the needs of the City pertaining to the acquisition, development, and use of facilities, buildings and structures for recreational and park purposes; promotes public interest in recreation and parks programs and regulations; and consults and confers with public officials and agencies, citizens, civic, educational, professional, and other organizations.

SENIOR CITIZENS COMMISSION

This Commission is composed of five members, appointed by the City Council, who advise them on all matters relating to the needs and concerns of the City's older adult population. The Commission coordinates its activities with those of the Affiliated Committee on Aging.

HUMAN SERVICES COMMISSION

The Human Services Commission is composed of five members who are responsible for the development and utilization of available resources to meet needs within the City. The Mayor and each Councilmember appoint one member. The Commission advises the Council on all matters relating

to social conditions within the City, assesses and reports to the Council the social needs of the citizenry, and advises the Human Services Division regarding policy and program direction for meeting such needs and making appropriate recommendations to the Council.

GARDENA YOUTH COMMISSION

The Youth Commission is composed of five members appointed by the City Council and five "at-large" members approved by the Commission and ratified by the City Council. The Commission identifies and evaluates youth and community issues and projects and makes recommendations to the City Council to resolve such issues. Commission members also work as volunteers with community groups, organizations, and Recreation and Human Services programs

APPOINTED CORPORATIONS / AGENCIES / BOARDS

CITY OF GARDENA FINANCING AGENCY

The Agency was created in July 1991 as a Joint Powers Authority between the City of Gardena and the Gardena Parking Authority. The Agency provides for financing of the acquisition, construction and improvement of Public Capital Improvements, for working capital requirements, and for liability or other insurance programs of the City and the Parking Authority.

BOARD OF APPEALS

This board is comprised of the members of the Planning and Environmental Quality Commission, with the building official as an ex-officio member. The Board is governed by the same procedures as the Planning and Environmental Quality Commission. The Board determines the suitability of alternate materials and methods of construction and provides reasonable interpretations of the provisions of the Uniform Building Code. The Board also determines whether a building constitutes a menace to public safety, and whether repairs, alterations, or demolition are necessary to abate the menace to public safety.

RENT MEDIATION BOARD

This fifteen-member Board is composed of five landlords, five tenants, and five members-at-large, all of whom are appointed by the City Council to assist citizens in mediating rental increase-related disputes.

HOUSING APPEALS BOARD

This Board, consisting of members of the Planning and Environmental Quality Commission, is authorized by the City Council to hear all appeals relating to violations of housing standards and is governed by the provisions of the Uniform Housing Code. The Community Development Director serves as secretary to the Housing Appeals Board.

APPOINTED ADVISORY GROUPS

GARDENA ECONOMIC BUSINESS ADVISORY COUNCIL (GEBAC)

Established in May 2016, its mission is to promote economic opportunities by establishing and preserving a business and job friendly environment to attract and retain businesses, industry and commerce, that will enhance Gardena's economic viability, financial stability, and improve the overall quality of life of its residents. GEBAC has the following goals:

- Promote new business development opportunities;
- Strengthen the relationship between the City and the business community;
- Support retention and attraction of diversified tax base for the long-term viability of the City;
- Provide support on issues affecting the economy and quality of life in the City
- Review City business practices and programs to ensure the City of Gardena remains business friendly

The Council consists of eleven members from the business community within the City of Gardena. GEBAC meets the 3rd Wednesday of odd months at 4:00 p.m.

GARDENA BEAUTIFICATION COMMITTEE

This Committee has a maximum of nine voting members who study and make recommendations to the City Council relating to the beautification and livability of all areas of the City of Gardena. The Chairperson is a member of the City Council. Five of the members are appointed by the City Council, and the remaining three at-large members are nominated by the Committee Chair and ratified by City Council. Committee projects include elimination of graffiti, beautification of streets and parkways; tree planting, and other related activities.

NON-APPOINTED COMMITTEES / ASSOCIATIONS:

GARDENA VALLEY AFFILIATED COMMITTEE ON AGING

The Gardena Valley Affiliated Committee on Aging is composed of a five-member board of directors and members at large, who assist and coordinate the work of community organizations, government agencies, and private entities concerned with the betterment of living conditions for the aging. They coordinate events, activities and programs into a unified

approach that will meet the economic and social needs of the elderly, and those in need of assistance throughout the greater Gardena community. The committee advises the Gardena Senior's Bureau and the Gardena Senior Citizen's Commission on all matters relating to the needs and concerns of the City's older adult population.

GARDENA SISTER CITY ASSOCIATION

The Gardena Sister City Association, comprised of community volunteers, has been active in promoting international friendship for over five decades. The program's goal is to learn more about the community, enjoy the hospitality, and build personal contacts with other cultures. This is done through adult and youth exchange programs that encourage person-to-person visitations in each city. *Ichikawa, Chiba, Japan* has been an official Sister City to Gardena since 1962 and *Huatabampo, Sonora, Mexico*, since 1973. Gardena has also maintained an unofficial mutual friendship with Rosarito, Baja, California, Mexico for many years.

GARDENA POLICE FOUNDATION

The Gardena Police Foundation is a partnership of citizens, businesses, and philanthropic organizations whose mission is to provide additional resources to improve public safety. Incorporated in September 2006 as an independent 501(c)3 non-profit organization, the Foundation relies solely on donations and fundraising efforts. The Board of Directors actively raises money from the community and awards grants directly to the police department in response to the department's request for program, training and equipment needs not included in the City's budget.

GARDENA TRAFFIC COMMITTEE

The City Traffic Committee is composed of City staff persons, including the Chief of Police; Recreation, Human Services, Parks, & Facilities Director; and the Transportation Director. This Committee advises the City concerning traffic-related matters including, but not limited to, parking, stop signs, signals, and congestion, etc.

GARDENA RECREATION AND SPORTS ADVISORY BOARD

The Gardena Sports Advisory Board is made up of volunteers from the Community, who raise funds to assist the Recreation Department Sports Programs in providing participation scholarships to the low-income, as approved by Human Services, providing equipment and making repairs to City sports facilities as funds allow. They work to recognize the coaches that take the time to work with the youth of Gardena and serve as a review board to rule on second stage protests and coaching discipline matters.



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PROPOSED BUDGET SUMMARIES FISCAL YEAR 2021/2022

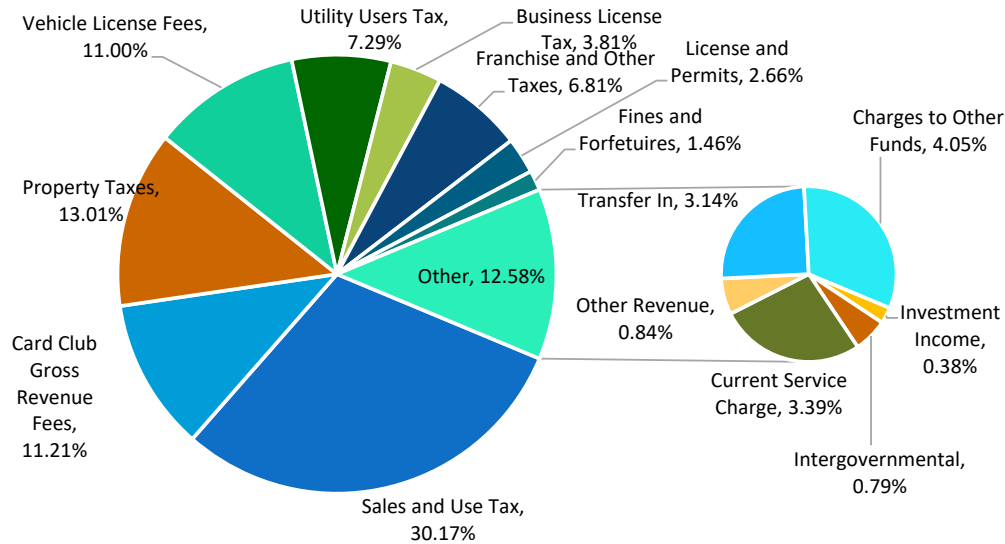


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GENERAL FUND REVENUE and EXPENDITURES 2021/2022

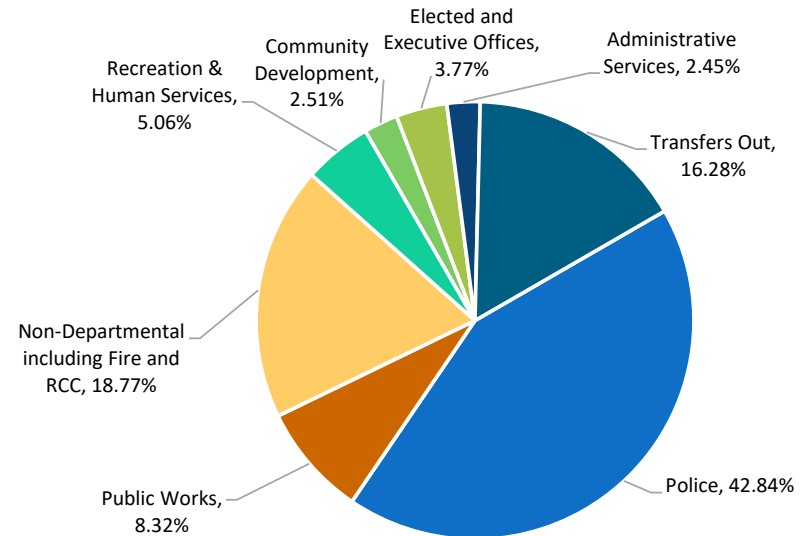
WHERE THE MONEY COMES FROM...

Revenue Sources	General Fund	% of Total
Sales and Use Tax	\$ 20,191,841	30.17%
Card Club Gross Revenue Fees	\$ 7,500,000	11.21%
Property Taxes	\$ 8,704,634	13.01%
Vehicle License Fees	\$ 7,362,471	11.00%
Utility Users Tax	\$ 4,877,820	7.29%
Business License Tax	\$ 2,550,000	3.81%
Franchise and Other Taxes	\$ 4,555,000	6.81%
License and Permits	\$ 1,779,976	2.66%
Fines and Forfeitures	\$ 980,000	1.46%
Investment Income	\$ 255,000	0.38%
Intergovernmental	\$ 527,500	0.79%
Current Service Charge	\$ 2,268,298	3.39%
Other Revenue	\$ 562,036	0.84%
Transfer In	\$ 2,098,821	3.14%
Charges to Other Funds	\$ 2,707,439	4.05%
TOTAL REVENUES	\$ 66,920,836	100.00%



WHERE THE MONEY GOES...

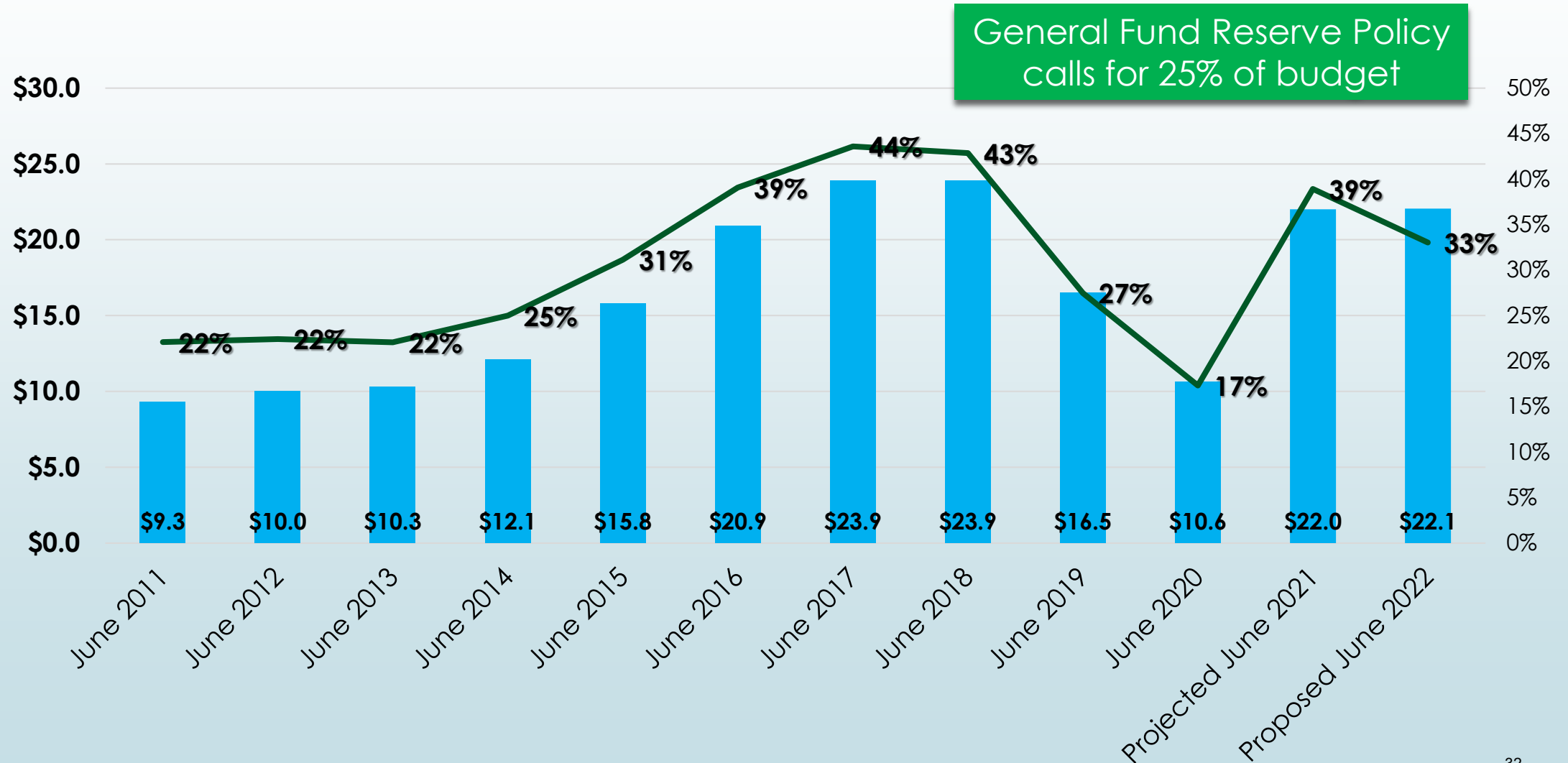
Department Expenditures	General Fund	% of Total
Police	\$ 28,642,651	42.84%
Public Works	5,561,882	8.32%
Non-Departmental including Fire and RCC	12,551,155	18.77%
Recreation & Human Services	3,385,816	5.06%
Community Development	1,679,142	2.51%
Elected and Executive Offices	2,520,525	3.77%
Administrative Services	1,636,308	2.45%
Transfers Out	10,887,862	16.28%
TOTAL EXPENDITURES	\$ 66,865,341	100.00%



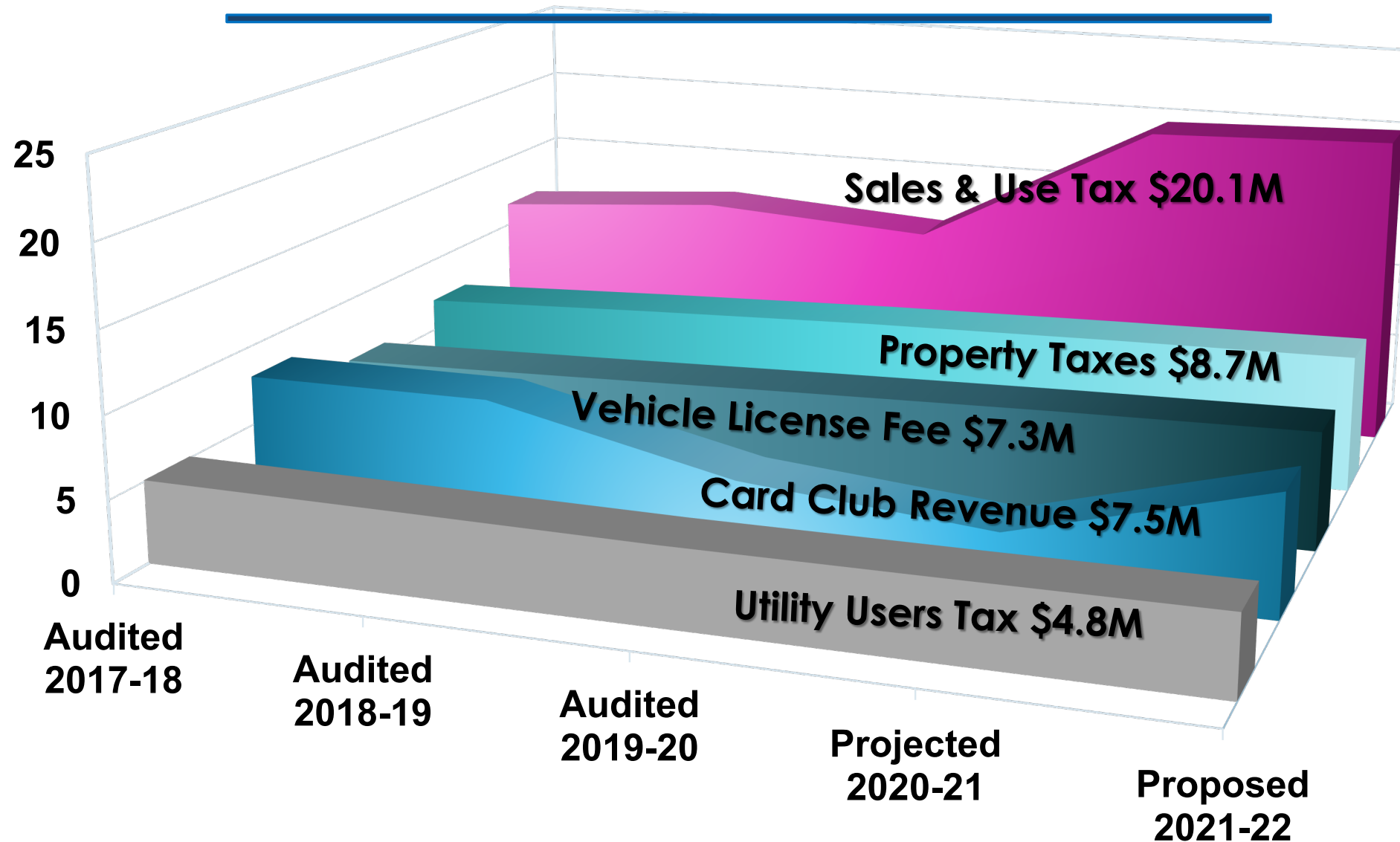
GENERAL FUND HISTORICAL REVENUE AND EXPENDITURE SUMMARY

	Audited 2019-2020	Projected 2020-2021	Proposed Amended 2021-2022	Change in % Proposed 2021-22 vs Projected 2020-21
<u>Revenues and Other Sources:</u>				
Taxes	42,745,369	49,924,166	55,741,766	11.65%
Licenses and Permits	1,646,059	1,700,000	1,779,976	4.70%
Fines and Forfeitures	1,070,462	845,327	980,000	15.93%
Investment Income	851,856	100,000	255,000	155.00%
Intergovernmental	542,272	634,033	527,500	-16.80%
Current Service Charges	3,323,461	1,981,931	2,268,298	14.45%
Other Revenue	601,986	502,036	562,036	11.95%
Charges to Other Funds	2,715,341	2,707,439	2,707,439	-
Transfer In	2,235,272	2,018,522	2,098,821	3.98%
American Rescue Plan (ARP)		7,501,031		
Total Revenues	55,732,077	67,914,485	66,920,836	-1.46%
<u>Expenditures:</u>				
Salaries and Benefits	37,708,594	32,343,737	37,085,479	14.66%
Materials and Operations	17,859,015	17,013,899	18,892,000	11.04%
Capital Outlay	-	113,459	-	-
Fund Transfers	5,833,147	7,080,513	10,887,862	53.77%
Total Expenditures	61,400,756	56,551,608	66,865,341	18.24%
Net Change in General Fund Fund Balance	(5,668,679)	11,362,877	55,495	
Fund Balances - Beginning	16,303,254	10,634,575	21,997,452	106.85%
Fund Balances - Ending*	10,634,575	21,997,452	22,052,947	0.25%

GENERAL FUND BALANCE



GENERAL FUND TOP 5 REVENUES



**GENERAL FUND REVENUES BY ACCOUNT
FOUR-YEAR COMPARISON
FISCAL YEARS ENDING 2019-2022**

Revenue Sources		2018-2019 Audited	2019-2020 Audited	2020-2021 Adopted	2021-2022 Proposed Amended
TAXES (001)					
3101-3105	Property Taxes	\$ 7,694,736	\$ 8,165,458	\$ 7,860,000	\$ 8,704,634
3106	Sales and Use Tax	\$ 12,611,795	\$ 11,611,936	\$ 15,340,007	\$ 20,191,841
3107-09, 3112-13	Franchise Taxes	\$ 2,189,888	\$ 1,999,817	\$ 2,038,500	\$ 2,115,000
3110	Documentary Stamp Tax	\$ 267,555	\$ 266,036	\$ 255,000	\$ 275,000
3115-3116	Business License Tax	\$ 2,843,375	\$ 2,438,304	\$ 2,000,000	\$ 2,550,000
3117	Card Club Gross Revenue Fees	\$ 8,101,583	\$ 4,718,691	\$ 4,901,166	\$ 7,500,000
3118	Utility Users Tax	\$ 4,955,645	\$ 4,801,229	\$ 5,000,000	\$ 4,877,820
3119	Franchise Utility	\$ 802,421	\$ 816,460	\$ 855,000	\$ 825,000
3121	Hotel/Motel Tax	\$ 1,464,512	\$ 1,174,665	\$ 1,000,000	\$ 1,300,000
3122, 3349	Property Tax - Homeowner Tax Relief	\$ 40,809	\$ 40,081	\$ 50,000	\$ 40,000
3345	Motor Vehicle License In-Lieu	\$ 29,398	\$ 48,312	\$ 30,000	\$ 40,000
3346-3348	Vehicle License/Licenses In-Lieu	\$ 6,269,483	\$ 6,664,379	\$ 6,470,000	\$ 7,322,471
TOTAL TAXES		\$ 47,271,198	\$ 42,745,368	\$ 45,799,673	\$ 55,741,766
LICENSES & PERMITS (002)					
3218-3220	Special and Entertainment Permits	\$ 206,361	\$ 127,993	\$ 124,214	\$ 150,000
3222-3232	Building and Other Permits	\$ 1,436,841	\$ 1,443,117	\$ 1,203,923	\$ 1,569,950
3234-3235	Appeals and Administration Fees	\$ 84,509	\$ 73,349	\$ 59,719	\$ 60,026
3473	Fireworks and Regulatory Fees	\$ 8,000	\$ 1,600	\$ 7,644	\$ -
TOTAL LICENSES and PERMITS		\$ 1,735,711	\$ 1,646,059	\$ 1,395,500	\$ 1,779,976
FINES & FORFEITURES (003)					
3533-3535	Administrative Citation and Parking Fines	\$ 1,448,108	\$ 895,465	\$ 800,841	\$ 950,000
3536-3538	Court Fines	\$ 89,606	\$ 174,997	\$ 19,159	\$ 30,000
TOTAL FINES and FORFEITURES		\$ 1,537,714	\$ 1,070,462	\$ 820,000	\$ 980,000
INVESTMENT INCOME (004)					
3640	Interest on Investments	\$ 237,408	\$ 110,899	\$ 125,000	\$ 150,000
3641-3644	Rents and Concessions	\$ 116,495	\$ 92,453	\$ 80,000	\$ 55,000
3645	Fair Market Value on Investments	\$ 504,787	\$ 632,903	\$ 250,000	\$ 50,000
3646	Other Investment Income	\$ (15,552)	\$ 15,601		\$ -
TOTAL INVESTMENT INCOME		\$ 843,138	\$ 851,856	\$ 455,000	\$ 255,000
FROM OTHER AGENCIES (005/006/007)					
3311	Public Safety Augmentation	\$ 386,303	\$ 375,919	\$ 405,000	\$ 410,000
3375-3376	STC Reimbursement/POST Reimbursement	\$ 8,840	\$ 35,846	\$ 6,000	\$ 2,000
3378	Mandated Cost Reimbursement	\$ 26,064	\$ 91,843	\$ 25,000	\$ 30,000
3383-88,3772,3391	Other Reimbursements	\$ 43,381	\$ 38,665	\$ 137,100	\$ 85,500
TOTAL FROM OTHER AGENCIES		\$ 464,588	\$ 542,273	\$ 573,100	\$ 527,500

**GENERAL FUND REVENUES BY ACCOUNT
FOUR-YEAR COMPARISON
FISCAL YEARS ENDING 2019-2022**

Revenue Sources	2018-2019 Audited	2019-2020 Audited	2020-2021 Adopted	2021-2022 Proposed Amended
CURRENT SERVICE CHARGES (008)				
3401-3402 Public Service Impact/Development Fees	\$ 96,000	\$ 32,000	\$ 23,491	\$ 32,000
3403 Business Registration Fee	\$ 2,073	\$ 1,776	\$ 1,409	\$ 2,034
3406 Trucking Impact Fee	\$ 26,990	\$ 13,691	\$ 18,793	\$ 10,000
3407 ATM Commission	\$ 313	\$ 182	\$ 470	\$ -
3409 Passport Fees	\$ 3,732	\$ 13,647	\$ -	\$ 10,000
3411 Tipping Fees - CDS Refuse	\$ 184,201	\$ 192,474	\$ 178,534	\$ 180,000
3404, 3418-31, 3470 Recreation Fees	\$ 431,480	\$ 672,150	\$ 294,583	\$ 254,682
3433-3435 Industrial Waste/Strong Motion/Runoff Fees	\$ 222,674	\$ 276,199	\$ 190,750	\$ 210,000
3451-3452 Planning - Fees	\$ 417,018	\$ 951,023	\$ 722,198	\$ 570,000
3453-3459 Miscellaneous Fees (Public Works)	\$ 69,515	\$ 54,574	\$ 53,373	\$ 55,800
3466 Sewer Connection Fees	\$ 33,704	\$ 25,170	\$ 32,888	\$ 30,000
3475 Police Towing Admin Fees	\$ 160,599	\$ 119,472	\$ 117,457	\$ 120,000
3491 Police Services Bus Lines	\$ 368,436	\$ 386,345	\$ 234,914	\$ 386,345
3462, 3482 Miscellaneous Fees (Police Department)	\$ 80,074	\$ 105,000	\$ 79,871	\$ 61,256
3405, 3432-38, 3463-90 Other	\$ 116,558	\$ 249,325	\$ 108,437	\$ 116,181
3492 Franchise - Admin Fees (AB939)	\$ 253,306	\$ 230,433	\$ 178,532	\$ 230,000
TOTAL CURRENT SERVICE CHARGES	\$ 2,466,675	\$ 3,323,461	\$ 2,235,700	\$ 2,268,298
OTHER REVENUE (009)				
3701 Franchise - Community Support	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
3770 Sale of Real or Personal Property	\$ 10,190	\$ 16,336	\$ 30,000	\$ 10,000
3705,3771-3787, 3789 Miscellaneous	\$ 209,348	\$ 331,800	\$ 178,980	\$ 152,036
3760, 3791 CIP and Engineering Costs Reimbursed	\$ 428,174	\$ 203,850	\$ 350,000	\$ 350,000
3901-3902 Prior Year Adjustments/Stale Checks	\$ -	\$ -	\$ 5,000	\$ -
TOTAL OTHER REVENUE	\$ 697,711	\$ 601,986	\$ 613,980	\$ 562,036
TOTAL REVENUES	\$ 55,016,735	\$ 50,781,465	\$ 51,892,953	\$ 62,114,576
CHARGES TO OTHER FUNDS (084)	\$ 2,704,013	\$ 2,715,341	\$ 2,707,439	\$ 2,707,439
FUNDS TRANSFERRED IN (089)	\$ 2,377,475	\$ 2,235,271	\$ 1,863,500	\$ 2,098,821
TOTAL GENERAL FUND	\$ 60,098,222	\$ 55,732,077	\$ 56,463,892	\$ 66,920,836

SUMMARY OF FUND ACTIVITY FISCAL YEAR 2021-2022

FUND DESCRIPTION	PROPOSED REVENUES		TOTAL REVENUES	PROPOSED APPROPRIATIONS		TOTAL EXPENDITURES
	REVENUES	TRANSFERS IN		EXPENDITURES	TRANSFERS OUT	
General	\$ 64,822,015	\$ 2,098,821	\$ 66,920,836	\$ 55,977,479	\$ 10,887,862	\$ 66,865,341
General Fund	64,822,015	2,098,821	66,920,836	55,977,479	10,887,862	66,865,341
General Liability	1,009,441	1,354,982	2,364,423	2,364,423	-	2,364,423
Workers' Compensation	1,047,384	1,000,000	2,047,384	1,940,032	-	1,940,032
Technology Replacement	103,600	50,000	153,600	153,600	-	153,600
Deferred Maintenance	-	500,000	500,000	1,000,000	199,694	1,199,694
Health Benefits	9,358,978	-	9,358,978	7,962,629	1,604,982	9,567,611
Vehicle Replacement Fund	-	475,000	475,000	475,000	-	475,000
Combined Internal Services Fund	11,519,403	3,379,982	14,899,385	13,895,684	1,804,676	15,700,360
Debt Service - 2006 Series A & B Refunding	-	1,024,939	1,024,939	1,024,939	-	1,024,939
Debt Service - 2014 Taxable Lease Rev Ref Bonds	-	508,579	508,579	508,579	-	508,579
Debt Service - 2007A Refunding Rev Bonds	-	189,325	189,325	189,325	-	189,325
Debt Service - 2017 Lease Financing	-	294,594	294,594	294,594	-	294,594
Debt Service - Taxable Pension Obligation Bonds 2020	4,675,618	-	4,675,618	4,675,618	-	4,675,618
Combined Debt Service	4,675,618	2,017,437	6,693,055	6,693,055	-	6,693,055
Capital Improvements	-	21,608,953	21,608,953	21,608,953	-	21,608,953
GTrans	44,754,205	6,240,839	50,995,044	50,911,686	83,358	50,995,044
Sewer Fund	2,660,000	-	2,660,000	1,336,076	1,490,033	2,826,109
Combined Enterprise Funds	47,414,205	6,240,839	53,655,044	52,247,762	1,573,391	53,821,153
Post Employment Benefits Fund	-	3,178,346	3,178,346	3,178,346	-	3,178,346
Consolidated Street Lighting District	780,681	-	780,681	730,681	50,000	780,681
Artesia Blvd. Landscape District	21,762	-	21,762	21,762	-	21,762
State Gas Tax	1,552,839	-	1,552,839	295,971	642,000	937,971
Supplement Law Enforcement (SLESF)	151,000	-	151,000	151,000	-	151,000
Traffic Safety Fund	75,500	-	75,500	-	75,500	75,500
Measure W Safe Clean Water Program	830,500	-	830,500	380,500	630,000	1,010,500
Surface Trans Program Local Hazard Grant	997,800	-	997,800	-	997,800	997,800
Bicycle and Pedestrian	80,000	-	80,000	-	80,000	80,000
Local Early Action Planning Grants	300,000	-	300,000	300,000	-	300,000
Measure M Transit	3,830,656	-	3,830,656	-	3,830,656	3,830,656
Measure R Transit	2,372,061	-	2,372,061	-	2,372,061	2,372,061
Prop A Local Return	1,122,325	-	1,122,325	1,122,325	-	1,122,325
Prop 1B Security	38,122	-	38,122	-	38,122	38,122

SUMMARY OF FUND ACTIVITY FISCAL YEAR 2021-2022

FUND DESCRIPTION	PROPOSED REVENUES		TOTAL REVENUES	PROPOSED APPROPRIATIONS		TOTAL EXPENDITURES
	REVENUES	TRANSFERS IN		EXPENDITURES	TRANSFERS OUT	
South Coast AQMD	80,500	-	80,500	77,000	3,500	80,500
Prop C Local Return	1,040,743	-	1,040,743	34,103	3,350,000	3,384,103
Measure R Highway	3,734,960	-	3,734,960	-	3,734,960	3,734,960
Measure R Local Return	767,000	-	767,000	34,104	700,000	734,104
In Lieu Funds	770,000	-	770,000	-	1,328,952	1,328,952
Measure M Local Return	831,425	-	831,425	22,616	3,040,000	3,062,616
SB 1- Gas Tax	1,208,047	-	1,208,047	-	3,270,047	3,270,047
SB 2 Planning Grants Program	310,000	-	310,000	169,006	-	169,006
Unfunded Accrued Liability (UAL) Fund	-	425,149	425,149	-	-	-
Measure M Highway	620,000	-	620,000	-	620,000	620,000
SCAMP	275,384	-	275,384	275,384	-	275,384
SCAMP - Home Delivery	214,364	43,194	257,558	257,558	-	257,558
Integrated Care Mgmt Demo Project	56,036	11,843	67,879	67,879	-	67,879
Social Center for Mentally Disabled	17,072	-	17,072	17,072	-	17,072
Senior Citizen Day Care - Trust	59,259	24,963	84,222	84,222	-	84,222
Family Child Care	2,841,831	-	2,841,831	2,841,831	-	2,841,831
Prop 56 - Tobacco Grant Program	24,939	-	24,939	24,939	-	24,939
BJA BYRNE Discretionary Grant	24,173	-	24,173	24,173	-	24,173
BJA Coronavirus Emergency Supp Funding	77,884	-	77,884	77,884	-	77,884
State Homeland Security Grant Program	70,185	-	70,185	70,185	-	70,185
OTS DUI Enforcement Awareness Program	100,000	-	100,000	100,000	-	100,000
CDBG Admin	125,000	-	125,000	125,000	-	125,000
CDBG Handyman Fixup Program	250,000	-	250,000	250,000	-	250,000
CDBG Health and Safety Code Enforcement	163,378	-	163,378	163,378	-	163,378
CDBG Youth and Family Services Bureau	90,000	-	90,000	90,000	-	90,000
Combined Special Revenue Funds	25,905,426	3,683,495	29,588,921	10,986,919	24,763,598	35,750,517
TOTAL ALL FUNDS	\$ 154,336,667	\$ 39,029,527	\$ 193,366,194	\$ 161,409,852	\$ 39,029,527	\$ 200,439,379

**SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2021-2022 PROPOSED BUDGET - ALL FUNDS**

Fund Description	Revenues	Expenditures	Delta
General Fund	\$66,920,836	\$66,865,341	\$55,495
Combined Internal Services	\$14,899,385	\$15,700,360	(\$800,975)
Combined Debt Service	\$6,693,055	\$6,693,055	\$0
Capital Improvement (CIP)	\$21,608,953	\$21,608,953	\$0
Combined Enterprise Funds - Transportation	\$50,995,044	\$50,995,044	\$0
Combined Enterprise Funds - Sewer	\$2,660,000	\$2,826,109	(\$166,109)
Special Revenue Funds	\$29,588,921	\$35,750,517	(\$6,161,596)
Total All Funds - not including beginning fund balance	\$193,366,194	\$200,439,379	(\$7,073,185)

A "structurally balanced budget" projects revenues to exceed expenditure appropriations within the term of the budget. The City's fiscal year (term) is from July 1 - June 30 so expenditure appropriations must be made within revenue projections. The variance between revenue and expenditures is referred to as the "delta" (^) and may be positive, reflecting a structurally balanced budget, or negative, indicating a structural imbalance. A structural imbalance is normally the result of the revenue being received in a prior fiscal year. When a positive delta exists at the end of a fiscal year, revenues may be appropriated to expend in the next fiscal year or may be set aside as a reserve to be used for an emergency or one-time opportunities. Fund balance reserves are not intended to offset normal operating cost or to balance an unstructured budget. The General Fund is the only fund that is totally discretionary and therefore must balance a negative delta in any fund; conversely other funds may not be used to balance a negative delta in the General Fund.



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DEPARTMENT PROPOSED BUDGETS FISCAL YEAR 2021/2022

OPERATIONAL DEPARTMENTS

CITIZENS OF GARDENA

ELECTED & CITY MANAGER OFFICES

**Administrative
Services**

Police

Public Works

**Recreation &
Human Services**

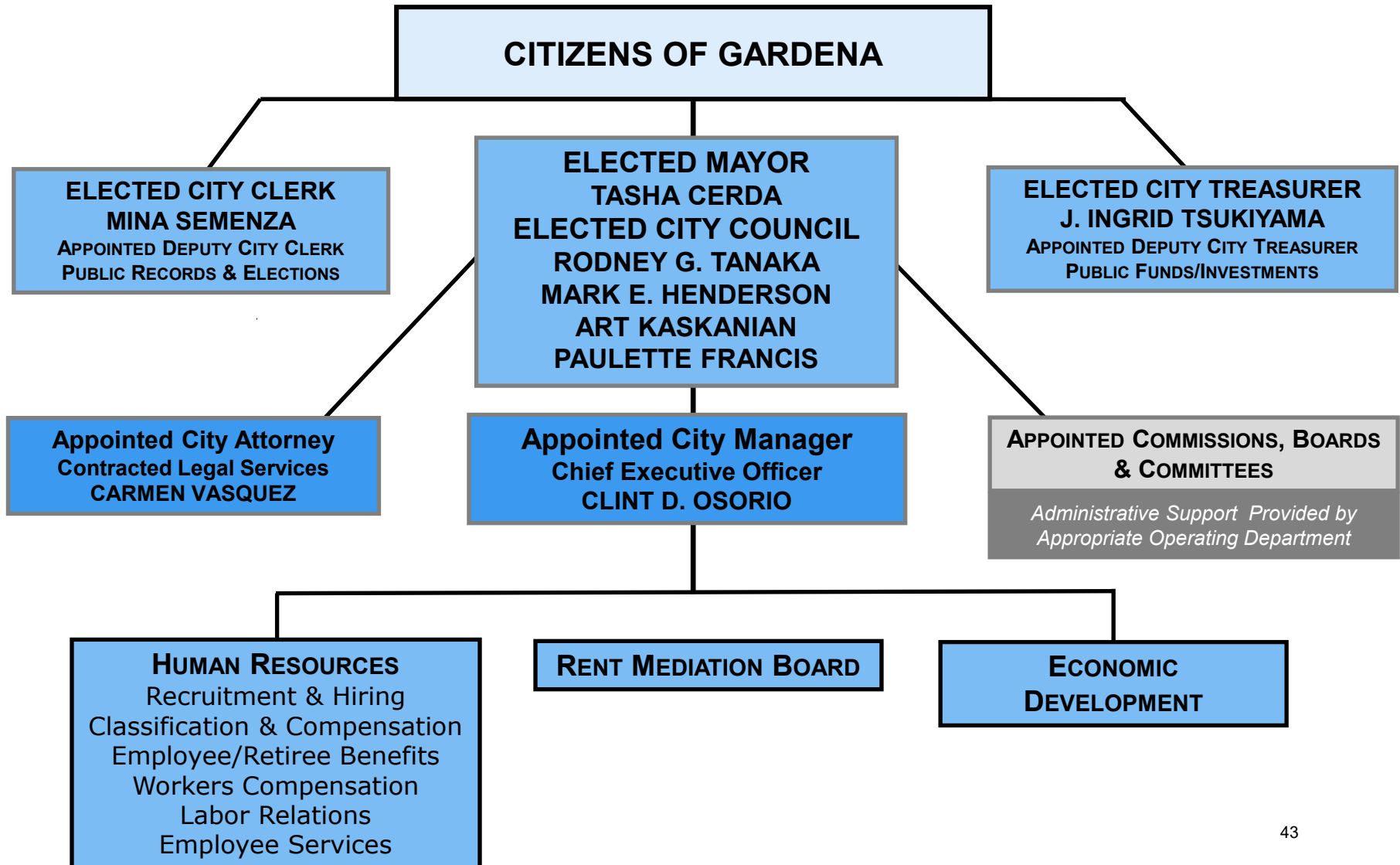
**Community
Development**

GTrans



ELECTED & CITY MANAGER'S OFFICE

ELECTED & CITY MANAGER OFFICES

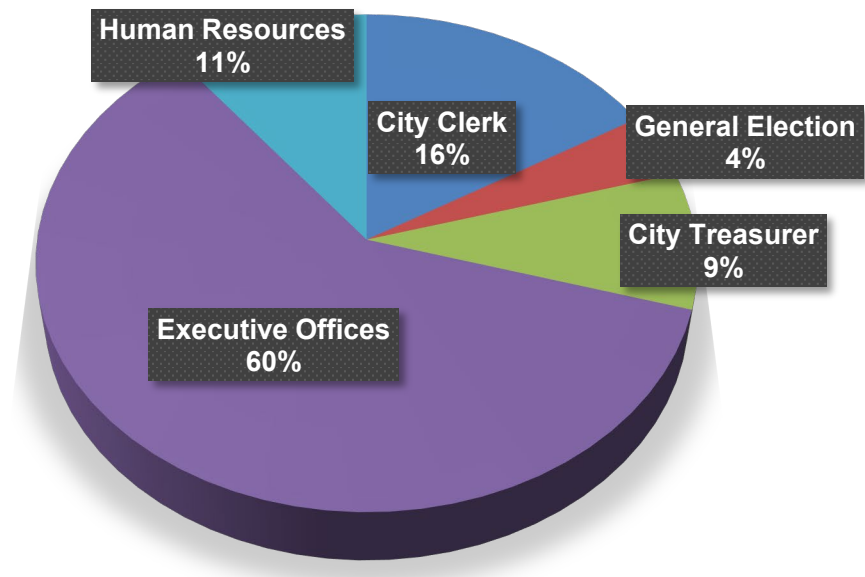


ELECTED & CITY MANAGER OFFICES

Staffing Plan

MAYOR & CITY COUNCIL OFFICE	FY18/19	FY19/20	FY20/21	FY21/22
Elected Mayor (1)	-	-	-	-
Elected Councilperson (4)	-	-	-	-
Executive Office Assistant	1.00	1.00	1.00	1.00
Total Mayor/Council Office	1.00	1.00	1.00	1.00
CITY CLERK'S OFFICE				
Elected City Clerk (1)	-	-	-	-
Appointed Deputy City Clerk	1.00	1.00	1.00	1.00
Records Management Coordinator	-	-	1.00	1.00
Customer Service Clerk II	1.00	1.00	1.00	1.00
Customer Service Clerk I	1.00	1.00	1.00	1.00
Total City Clerk's Office	3.00	3.00	4.00	4.00
CITY TREASURER'S OFFICE				
Elected City Treasurer (1)	-	-	-	-
Appointed Deputy City Treasurer	1.00	1.00	1.00	1.00
Intern	-	-	-	0.75
** Account Clerk	0.54	0.54	-	-
Total City Treasurer's Office	1.54	1.54	1.00	1.75
CITY MANAGER'S OFFICE				
City Manager (Appointed by City Council)	1.00	1.00	1.00	1.00
Administrative Aide	1.00	1.00	1.00	2.00
Administrative Analyst I	-	-	3.00	3.00
Economic Development Manager	1.00	1.00	1.00	1.00
Human Resources Manager	0.25	0.25	0.40	0.40
Human Resources Analyst	-	-	0.40	0.40
** Human Resources Technician	1.00	1.00	-	-
* Senior Administrative Analyst	1.00	1.00	-	-
Clerk Typist (Lobby Receptionist)	1.00	1.00	-	-
Intern	-	-	0.33	0.33
Rent Mediation Board (15)	-	-	-	-
Total City Manager's Office	6.25	6.25	7.13	8.13
TOTAL ELECTED & EXECUTIVE OFFICES	11.79	11.79	13.13	14.88
*Vacant position (frozen) due to Covid related budget shortfalls				
**Positions eliminated due to Covid related budget shortfalls				

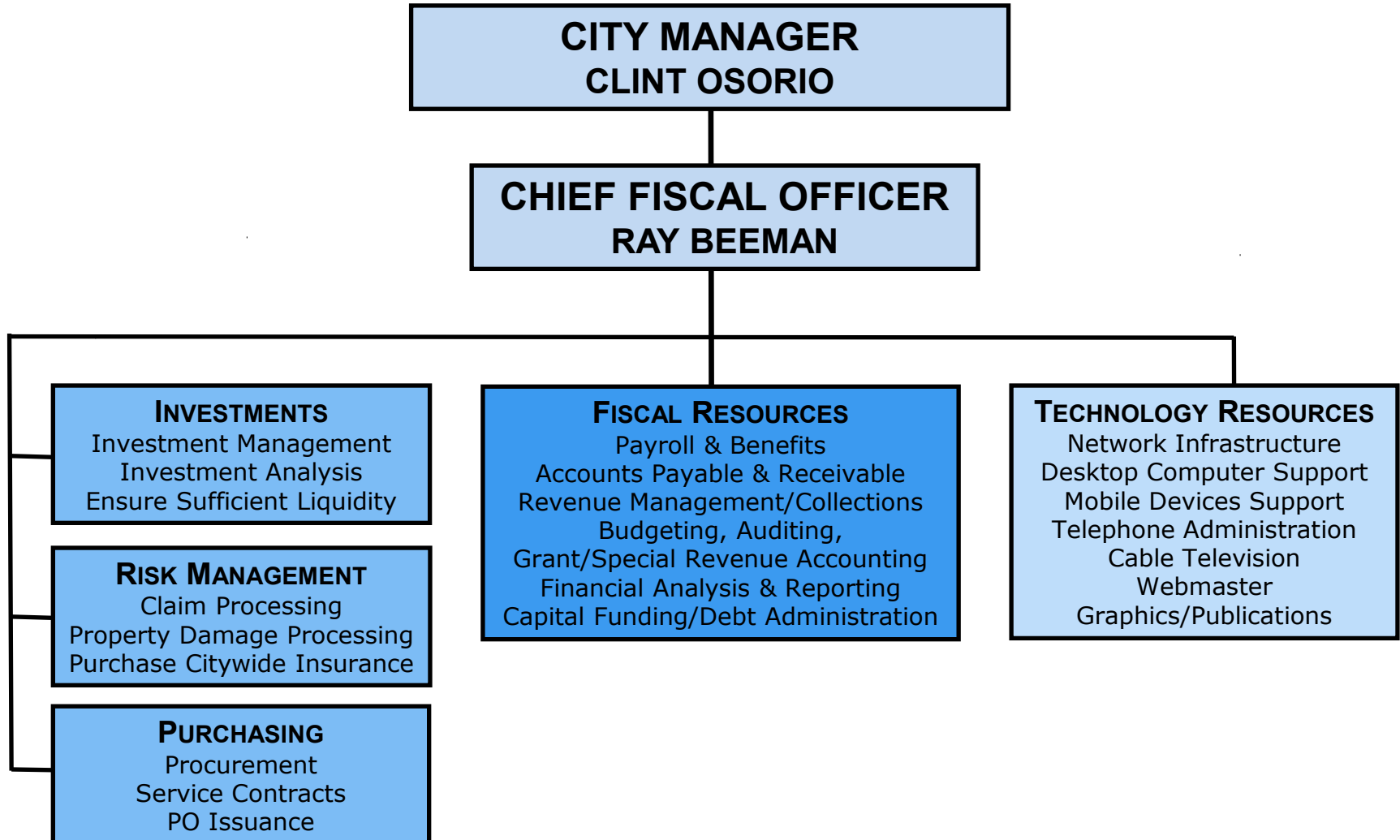
Elected and Executive Offices	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
City Clerk	326,916	401,039	408,320	414,173
General Election	132,063	0	105,184	105,184
City Treasurer	212,281	166,621	168,986	223,300
Executive Offices	1,690,228	1,299,669	1,290,280	1,511,492
Human Resources	438,165	320,087	322,640	266,376
Total Elected and Executive Offices	2,799,653	2,187,416	2,295,410	2,520,525





ADMINISTRATIVE SERVICES

ADMINISTRATIVE SERVICES

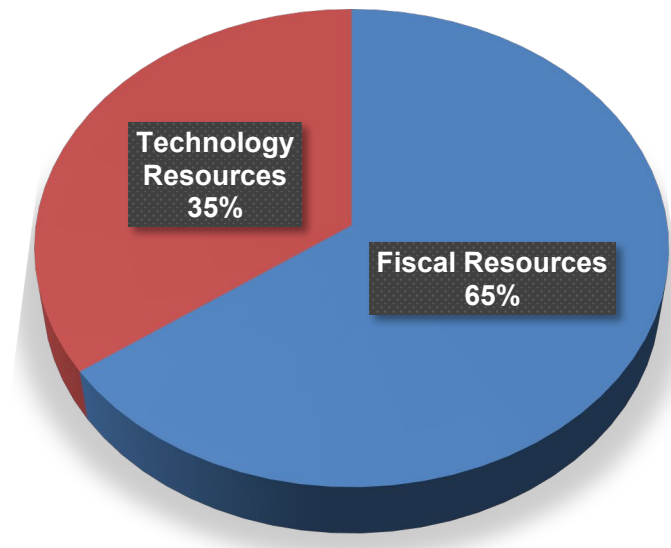


ADMINISTRATIVE SERVICES

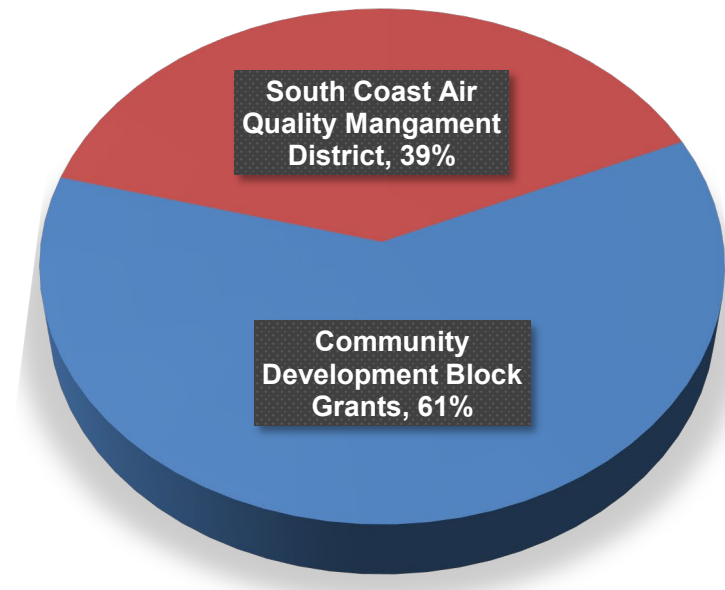
Staffing Plan

ADMINISTRATIVE SERVICES	FY18/19	FY19/20	FY20/21	FY21/22
<u>Fiscal Resources</u>				
Chief Fiscal Officer	1.00	1.00	1.00	1.00
* Accounting/Finance Manager	1.00	1.00	-	-
* Senior Accountant	1.00	1.00	-	-
Senior Accountant Grants	0.10	0.10	-	-
Cost Accountant	-	-	-	1.00
Administrative Analyst III	-	-	1.00	1.00
Financial Services Technician	-	-	1.00	-
** Administrative Aide	1.00	1.00	-	-
Senior Account Clerk	1.00	1.00	1.00	1.00
* Junior Accountant	3.00	3.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00
Payroll/Personnel Technician	1.00	1.00	1.00	1.00
Intern	-	-	-	0.75
** Account Clerk	0.46	0.46	-	-
Total Fiscal Resources	10.56	10.56	7.00	7.75
<u>Technology Resources</u>				
Technology Manager	1.00	-	-	-
Information Technology Supervisor	-	-	-	1.00
Information Technology Coordinator	3.00	3.00	2.00	1.00
Help Desk Technician	-	-	1.00	1.00
** Graphics Technician	1.00	1.00	-	-
Intern	-	-	-	0.75
Intermediate Clerk Typist	1.00	1.00	-	-
Total Technology Resources	6.00	5.00	3.00	3.75
TOTAL ADMINISTRATIVE SERVICES	16.56	15.56	10.00	11.50
*Vacant position (frozen) due to Covid related budget shortfalls				
**Positions eliminated due to Covid related shortfalls				

Administrative Services	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Fiscal Resources	1,040,959	904,652	926,972	1,065,111
Technology Resources	683,696	506,922	519,714	571,197
Administrative Services	1,724,655	1,411,575	1,446,685	1,636,308



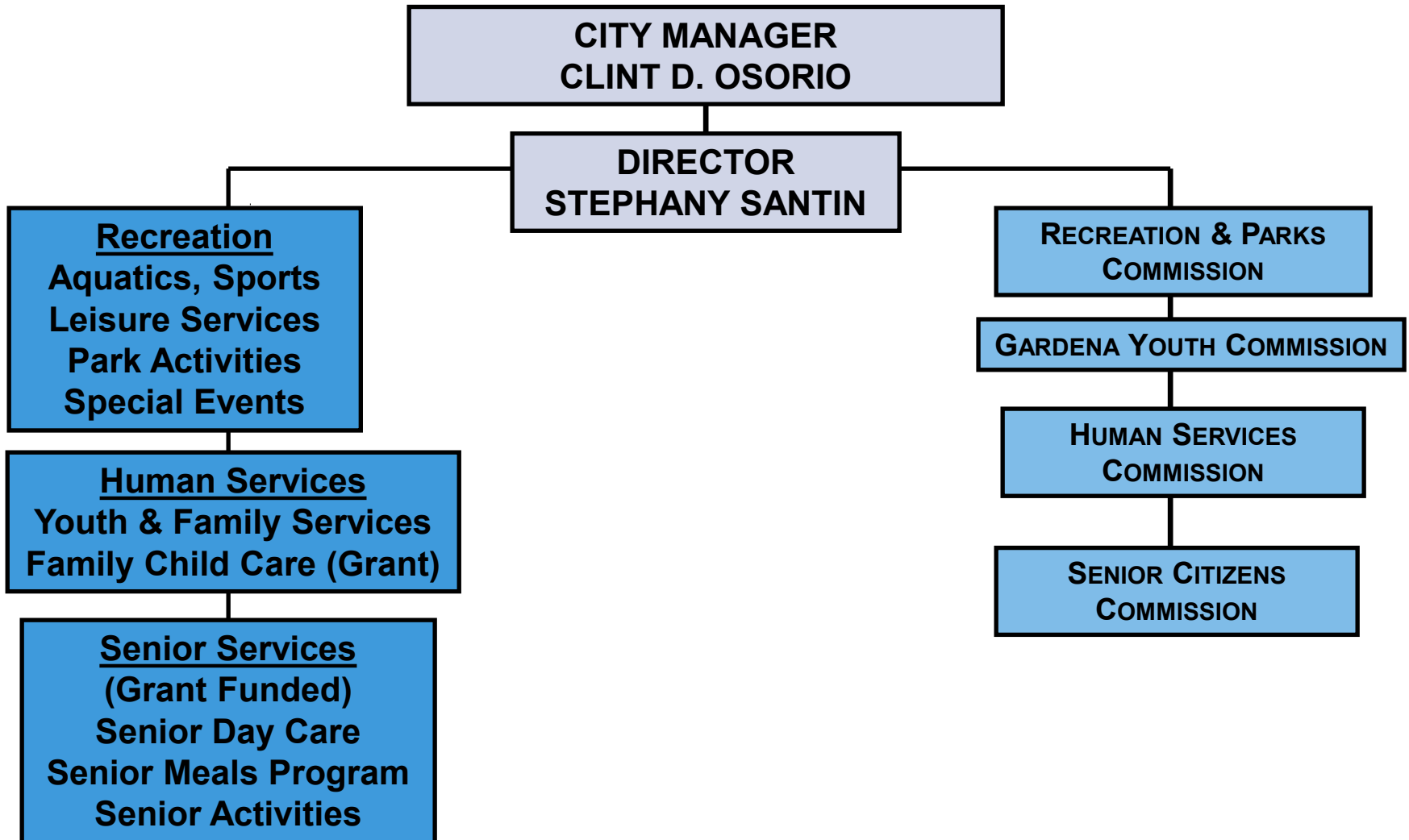
Special Revenue Funds Administrative Services	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Community Development Block Grants	152,569	211,981	168,466	125,000
South Coast Air Quality Mangament District	88,145	80,500	80,500	80,500
Total Administrative Services Special Revenue Funds	240,714	292,481	248,966	205,500





RECREATION & HUMAN SERVICES

RECREATION & HUMAN SERVICES



RECREATION & HUMAN SERVICES

Staffing Plan

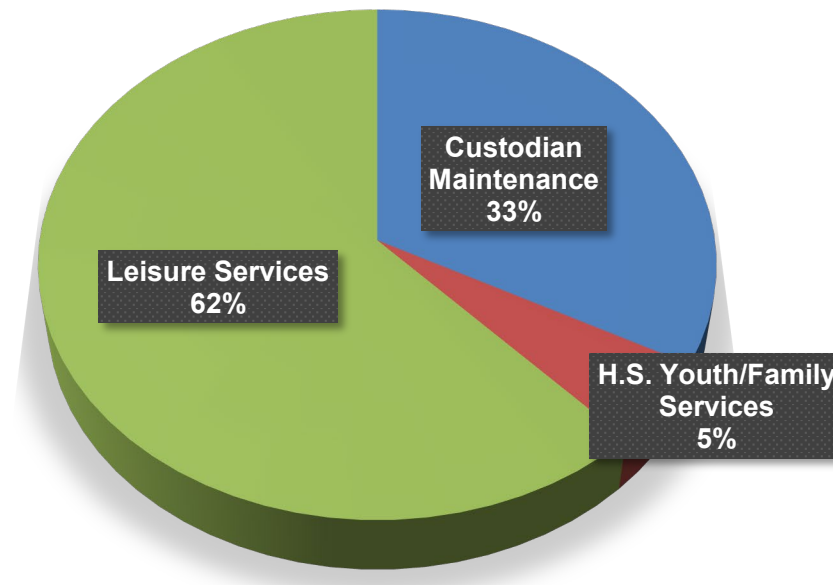
RECREATION & HUMAN SERVICES	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Recreation				
Director of Recreation & Human Services	1.00	1.00	1.00	1.00
* Recreation Program Administrator	2.00	2.00	1.00	1.00
Administrative Analyst I	1.00	1.00	1.00	1.00
** Administrative Analyst II	1.00	1.00	-	-
* Recreation Services Manager	1.00	1.00	-	-
* Recreation Supervisor	2.00	2.00	-	1.00
Community Services Counselor	1.00	1.00	1.00	1.00
Community Center Coordinator	1.00	1.00	1.00	1.00
* Recreation Coordinator	5.00	5.00	4.00	3.00
Activity Program Coordinator	-	-	-	1.00
** Senior Clerk Typist	2.00	2.00	-	-
* Recreation Leader III	0.65	0.65	-	-
Lifeguard/Instructor	0.55	0.55	-	-
** Recreation Leader II	3.23	3.23	1.07	1.07
** Recreation Leader I	15.81	15.81	10.74	10.74
Recreation Commissioners (5)	-	-	-	-
Senior Citizens Commissioners (5)	-	-	-	-
Human Services Commissioners (5)	-	-	-	-
Gardena Youth Commissioners (10)	-	-	-	-
Intern	-	-	0.19	0.19
Total Recreation	37.24	37.24	21.00	22.00
Facilities				
Custodian Lead	1.00	1.00	1.00	1.75
** Custodian II	9.00	9.00	8.00	8.00
** Custodian I	1.69	1.69	-	-
Total Facilities	11.69	11.69	9.00	9.75
* Vacant position (frozen) due to Covid related budget shortfalls				
** Positions eliminated due to Covid related budget shortfalls				

RECREATION & HUMAN SERVICES

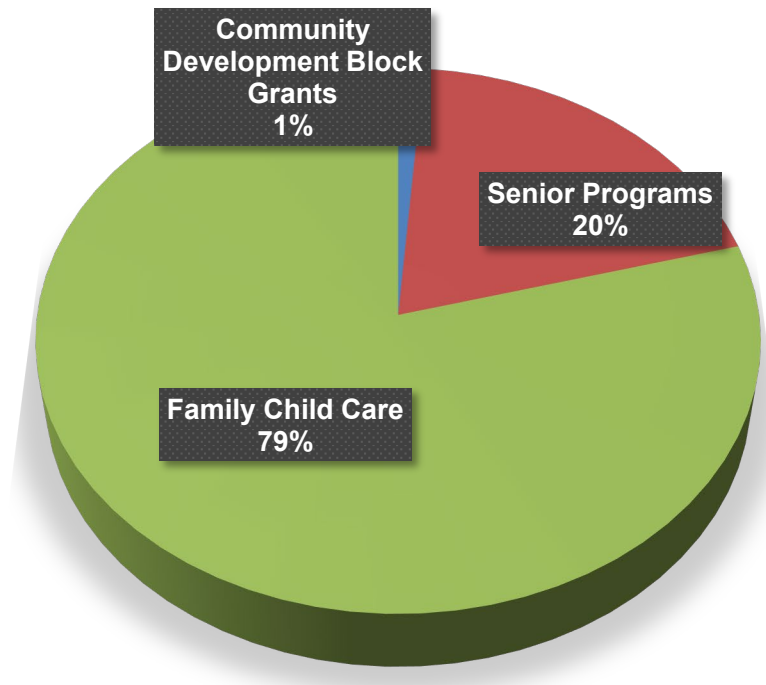
Staffing Plan

<u>Human Services</u>	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Family Child Care Manager	1.00	1.00	1.00	1.00
Family Child Care Education Coordinator	0.23	0.23	1.00	1.00
Administrative Aide	1.00	1.00	1.00	1.00
Family Child Care Education Assistant III	1.00	1.00	1.00	1.00
Family Child Care Education Assistant II	2.06	2.06	1.56	1.56
Family Child Care Program Assistant II	1.00	1.00	1.51	1.51
Family Child Care Program Assistant I	0.56	0.56	0.29	0.29
Community Aide I	0.25	0.25	-	-
Certified Nursing Assistant	1.00	1.00	1.44	1.44
Nutrition Services Coordinator	2.00	2.00	3.00	3.00
Community Aide III	0.35	0.35	-	-
Recreation Therapist	0.54	0.54	-	-
Community Aide II	0.77	0.77	1.00	1.00
Recreation Leader II	0.86	0.86	-	-
Recreation Leader I	0.50	0.50	1.21	1.21
Assistant Site Manager III	0.48	0.48	0.45	0.45
* Community Aide I	0.74	0.74	-	-
* Peer Advocate Counselor II	1.07	1.07	-	-
Geriatric Aide	0.75	0.75	0.58	0.58
Assistant Site Manager I	0.54	0.54	0.52	0.52
Total Human Services	16.70	16.70	15.56	15.56
* Vacant position (frozen) due to Covid related budget shortfalls				
** Positions eliminated due to Covid related budget shortfalls				
TOTAL RECREATION & HUMAN SERVICES	65.63	65.63	45.56	47.31

Recreation & Human Services	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Custodian Maintenance	-	702,178	742,178	1,109,477
H.S. Youth/Family Services	195,645	176,161	178,049	176,819
Leisure Services	2,213,992	1,699,901	1,781,898	2,099,520
Total Recreation & Human Services	2,409,637	2,578,240	2,702,125	3,385,816



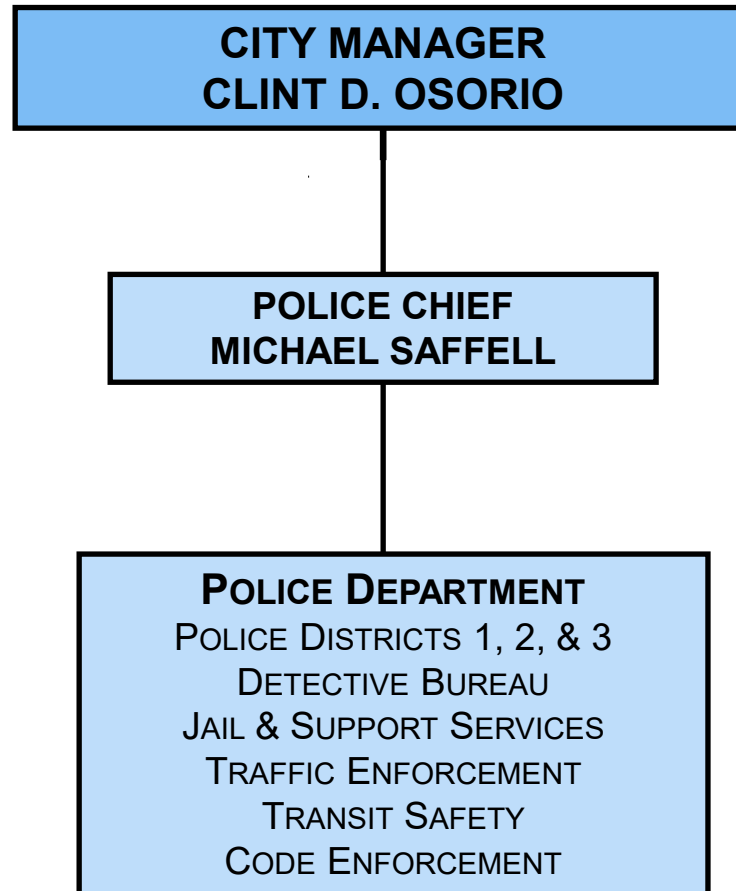
Special Revenue Funds Recreation & Human Services	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Community Development Block Grants	79,576	83,297	83,297	90,000
Senior Programs	760,395	692,711	697,789	702,115
Family Child Care	2,714,772	2,829,447	2,829,447	2,841,831
Total Recreation & Human Services Special Revenue Funds	3,554,743	3,605,455	3,610,533	3,633,946





POLICE

POLICE

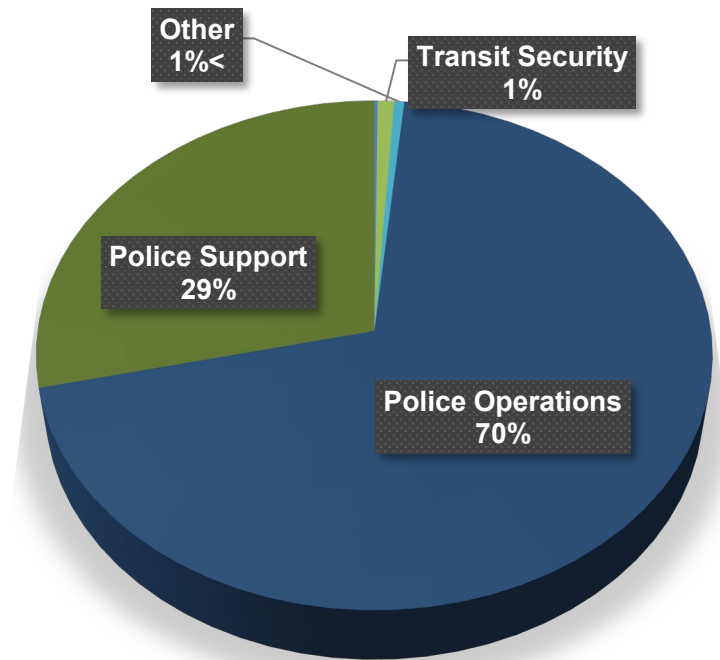


POLICE

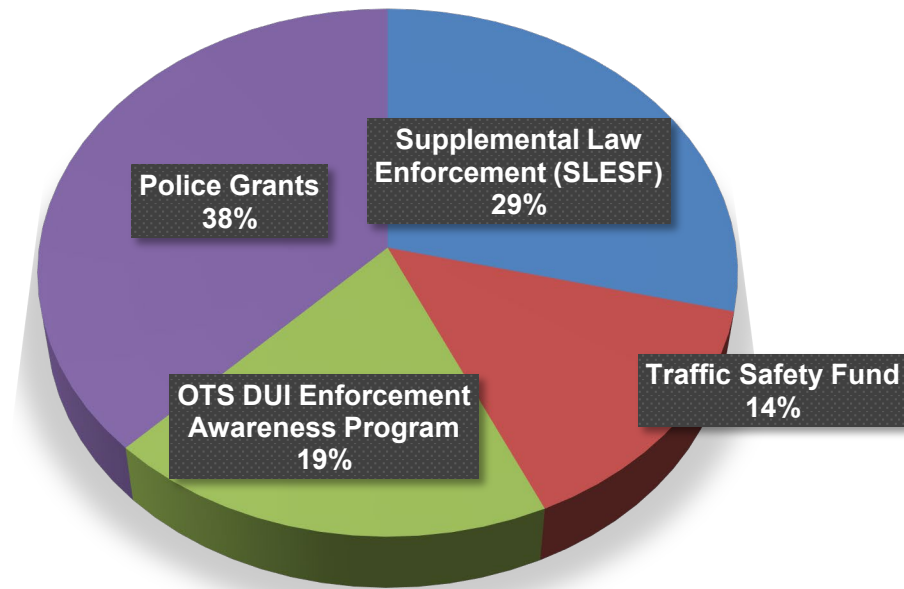
Staffing Plan

POLICE & COMMUNITY SAFETY	FY 18/19	FY19/20	FY 20/21	FY 21/22
<u>Sworn Personnel</u>				
Police Chief	1.00	1.00	1.00	1.00
* Police Captain	2.00	2.00	1.00	2.00
* Police Lieutenant	6.00	6.00	5.00	5.00
Police Sergeant	13.00	13.00	13.00	13.00
* Police Officer	73.00	72.00	67.00	66.00
Police Trainee	-	-	1.50	-
Total Sworn	95.00	94.00	88.50	87.00
<u>Non-Sworn Personnel</u>				
Administrative Management Analyst I	0.30	0.30	0.30	0.30
** Administrative Analyst III	1.00	1.00	-	-
Forensic Technician	1.00	1.00	1.00	1.00
** Code Enforcement	2.00	2.00	1.00	1.00
Admin Support Services Supervisor	1.00	1.00	1.00	1.00
Community Services Officer	-	-	1.00	1.00
Administrative Aide	1.00	1.00	1.00	1.00
* Police Service Officer	9.00	9.00	7.00	8.00
* Police Records Technician II	6.00	6.00	4.00	4.00
Police Records Technician I	2.00	2.00	4.00	4.00
* Police Service Technician	2.00	2.00	2.00	2.00
Public Safety Officer (Transit Security)	1.00	1.00	-	-
** Police Assistant	18.61	18.61	14.99	14.99
Total Non-Sworn	44.91	44.91	37.29	38.29
* Vacant position (frozen) due to Covid related budget shortfalls				
** Positions eliminated due to Covid related budget shortfalls				
TOTAL POLICE & COMMUNITY SAFETY	139.91	138.91	125.79	125.29⁹

Police Department	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Juvenile Justice & Intervention Program	53,512	50,000	50,000	50,000
Transit Security	259,795	235,431	237,377	246,391
Parking Compliance	145,394	140,100	150,100	150,100
Police Operations	19,164,944	20,153,304	20,429,946	20,019,810
Police Support	8,590,861	7,739,021	7,685,635	8,176,350
Total Police Services	28,214,506	28,317,856	28,553,057	28,642,651



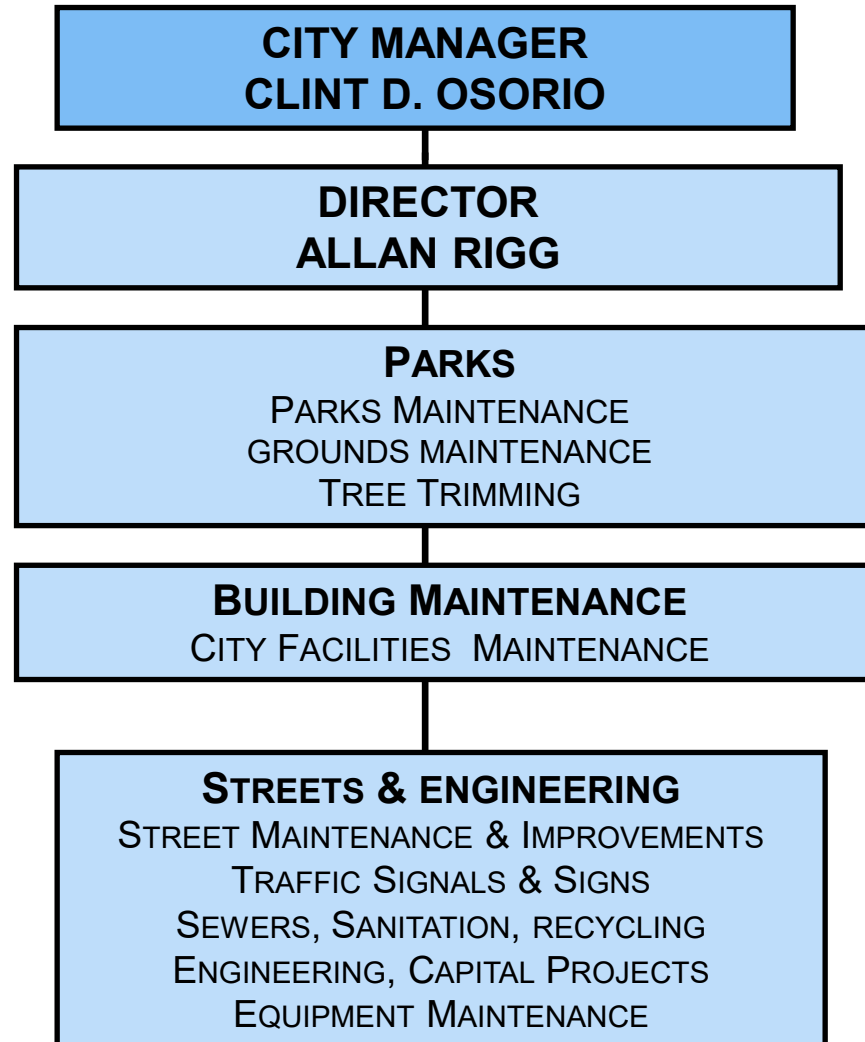
Special Revenue Funds Police Department	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Supplemental Law Enforcement (SLESF)	62,872	151,000	151,000	151,000
Traffic Safety Fund	89,165	85,000	85,000	75,500
OTS DUI Enforcement Awareness Program	85,616	100,000	100,000	100,000
Police Grants	441,355	49,112	149,112	197,181
Total Police Department Special Revenue Funds	679,008	385,112	485,112	523,681





PUBLIC WORKS

PUBLIC WORKS

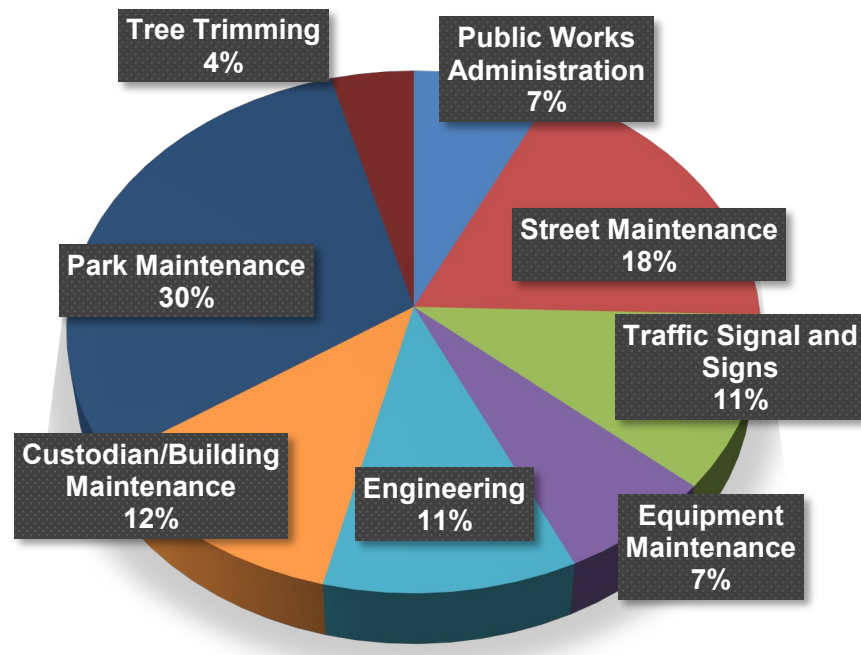


PUBLIC WORKS

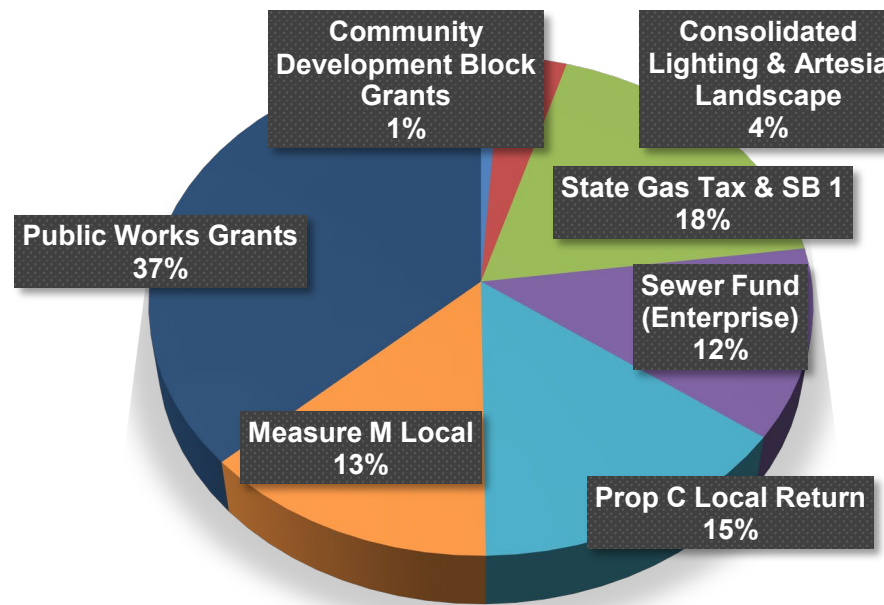
Staffing Plan

PUBLIC WORKS	FY 18/19	FY 19/20	FY 20/21	Current	FY 21/22	Streets & Engineering	FY 18/19	FY 19/20	FY 20/21	FY 21/22
<u>Parks</u>						<u>Streets & Engineering</u>				
Park Superintendent	1.00	1.00	1.00	1.00	1.00	* Director of Public Works	1.00	1.00	-	1.00
* Park Maintenance Lead	2.00	2.00	2.00	2.00	2.00	* Administrative Management Analyst II	1.00	1.00	-	-
Tree Trimmer II	2.00	2.00	2.00	2.00	2.00	Administrative Analyst II	-	-	1.00	1.00
Park Maintenance Worker II	3.00	3.00	3.00	3.00	3.00	Administrative Analyst I	1.00	1.00	-	-
** Park Maintenance Worker I	6.64	6.64	3.00	3.00	4.60	Administrative Aide	-	-	1.00	1.00
Total Parks	14.64	14.64	11.00	11.00	12.60	Principal Civil Engineer	1.00	1.00	1.00	1.00
<u>Facilities</u>						* Street Maintenance Superintendent	1.00	1.00	-	-
* Maintenance Painter	1.00	1.00	-	-	-	Associate Engineer	2.00	2.00	2.00	2.00
Sr. Maintenance Worker	1.00	1.00	1.00	-	-	Assistant Engineer	-	-	-	1.00
Sr. Building Maintenance Worker	-	-	1.00	-	1.00	Electrical/Signal Technician II	1.00	1.00	1.00	1.00
Building Maintenance Worker	-	-	-	2.00	1.00	Public Work Lead	2.00	2.00	2.00	2.00
Building Maintenance Lead	1.00	1.00	1.00	1.00	1.00	Electrical/Signal Technician I	1.00	1.00	1.00	1.00
Total Facilities	3.00	3.00	3.00	3.00	3.00	Engineering Technician	1.00	1.00	1.00	1.00
<u>Handy-Worker Program (CDBG)</u>						Equipment Mechanic	2.00	2.00	2.00	2.00
Public Works Coordinator	1.00	1.00	1.00	1.00	1.00	Heavy Equipment Operator	2.00	2.00	2.00	2.00
* Home Improvement Leadperson	1.00	1.00	-	-	-	Street Traffic Painter	1.00	1.00	1.00	1.00
Home Improvement Maintenance Helper	1.00	1.00	1.00	1.00	1.00	Street Sweeper Operator	2.00	2.00	2.00	2.00
Total Handy-Worker Program (CDBG)	3.00	3.00	2.00	2.00	2.00	Sewer Maintenance Worker	3.00	3.00	2.00	2.00
* Vacant position (frozen) due to Covid related budget shortfalls						* Cement Finisher	1.00	1.00	-	-
** Positions eliminated due to Covid related budget shortfalls						** Secretary	1.00	1.00	-	-
						* Engineering Aide	1.00	1.00	-	-
						* Street Maintenance Worker I	3.55	3.55	2.00	1.00
						Street Maintenance Worker II	0.00	0.00	0.00	1.00
						Graffiti Technician	1.00	1.00	1.00	1.00
						Right-of-Way Worker	3.20	3.20	3.83	3.83
						Intern	-	-	-	1.00
						* Clerk Typist	0.68	0.68	-	-
						Total Streets & Engineering	33.43	33.43	25.83	28.83
						* Vacant position (frozen) due to Covid related budget shortfalls				
						** Positions eliminated due to Covid related budget shortfalls				
						TOTAL PUBLIC WORKS	54.07	54.07	41.83	46.43

Public Works	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Public Works Administration	273,412	190,938	194,131	400,517
Street Maintenance	899,456	921,491	935,928	1,016,714
Traffic Signal and Signs	534,216	534,216	544,753	599,170
Equipment Maintenance	348,621	353,603	356,425	375,728
Engineering	654,767	473,790	453,673	602,184
Custodian/Building Maintenance	1,857,398	782,510	761,417	656,567
Park Maintenance	1,549,080	1,360,425	1,436,703	1,676,193
Tree Trimming	197,047	201,302	204,992	234,809
Total Public Works	6,313,997	4,818,275	4,888,022	5,561,882



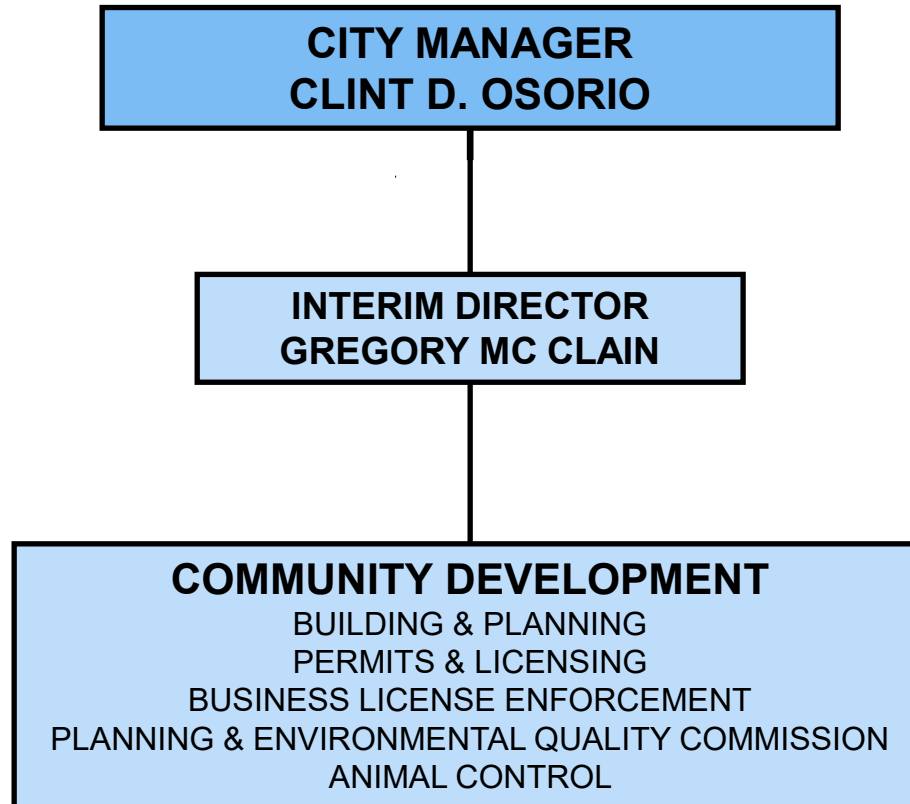
Special Revenue Funds Public Works	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Community Development Block Grants	203,716	187,428	212,138	250,000
Consolidated Lighting & Artesia Landscape	701,435	795,386	795,386	802,443
State Gas Tax & SB 1	2,342,173	3,492,236	2,606,233	4,208,018
Sewer Fund (Enterprise)	1,554,726	2,679,503	2,311,739	2,826,109
Prop C Local Return	1,283,015	3,215,514	770,659	3,384,103
Measure M Local	221,931	2,447,311	1,020,659	3,062,616
Public Works Grants	1,588,338	5,866,748	1,711,246	8,506,316
Total Public Works Special Revenue Funds	7,895,334	18,684,126	9,428,061	23,039,605





COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

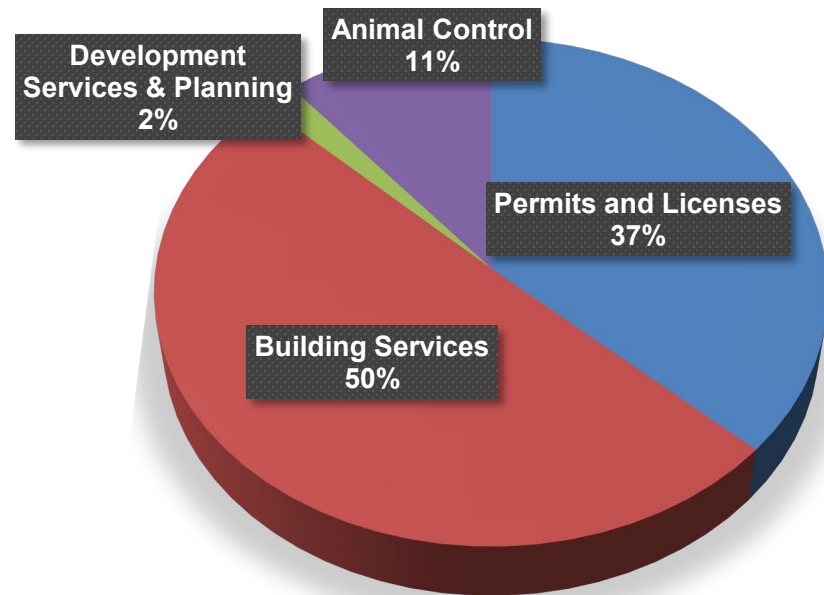


COMMUNITY DEVELOPMENT

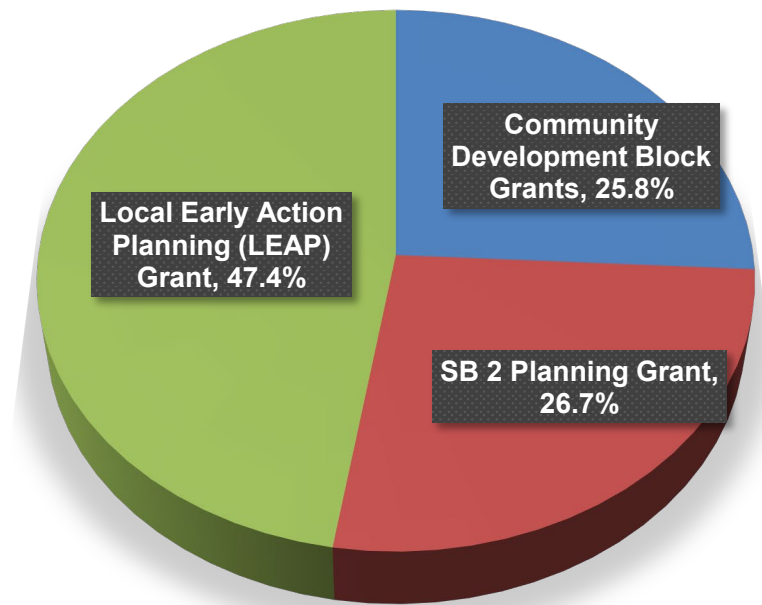
Staffing Plan

COMMUNITY DEVELOPMENT	FY18/19	FY 19/20	FY 20/21	FY 21/22
Director	-	-	1.00	1.00
* Administrative Services Manager	1.00	1.00	-	-
* Administrative Aide	1.00	1.00	-	-
* General Building Inspector	2.00	2.00	1.00	1.00
** Permit/Licensing Technician I	4.00	4.00	2.00	2.00
Permit/Licensing Technician II	1.00	1.00	1.00	1.00
Planning Assistant	2.00	2.00	1.00	0.00
Community Service Officer	-	-	-	0.75
Planning Commissioner (5)	-	-	-	-
Intern	-	-	-	0.34
Senior Clerk Typist	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	2.00
Total Community Development	13.00	13.00	8.00	9.09
* Vacant position (frozen) due to Covid related budget shortfalls				
** Positions eliminated due to Covid related budget shortfalls				

Community Development	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Permits and Licenses	531,859	369,481	376,200	617,764
Building Services	742,894	626,038	639,706	845,629
Development Services & Planning	318,593	129,790	131,606	30,720
Animal Control	187,783	286,599	311,270	185,029
Total Community Development	1,781,129	1,411,908	1,458,782	1,679,142



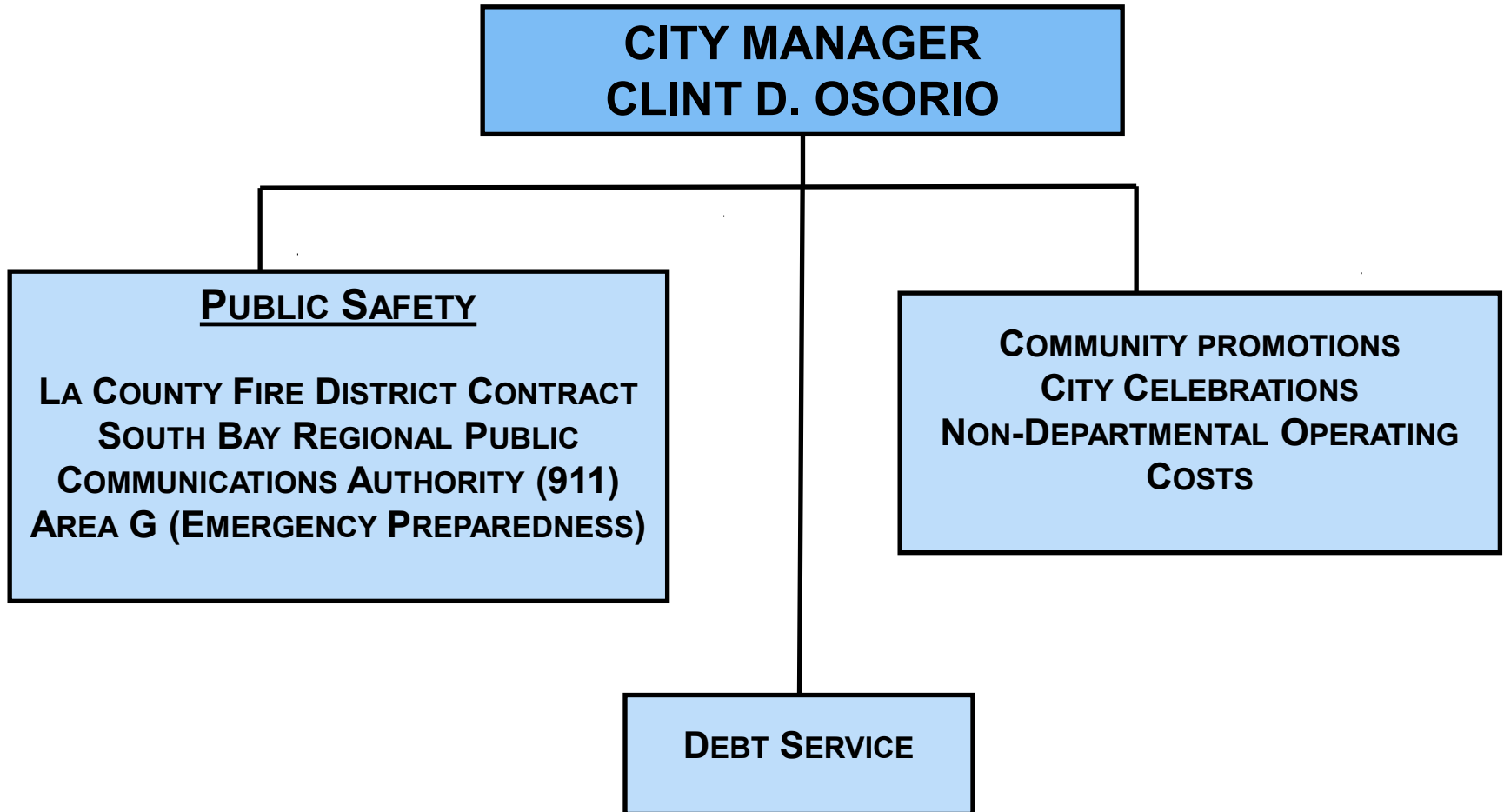
Special Revenue Funds Community Development	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Community Development Block Grants	140,277	130,347	130,347	163,378
SB 2 Planning Grant	80,346	310,000	-	169,006
Local Early Action Planning (LEAP) Grant	-	300,000	-	300,000
Total Community Development Special Revenue Funds	220,623	740,347	130,347	632,384



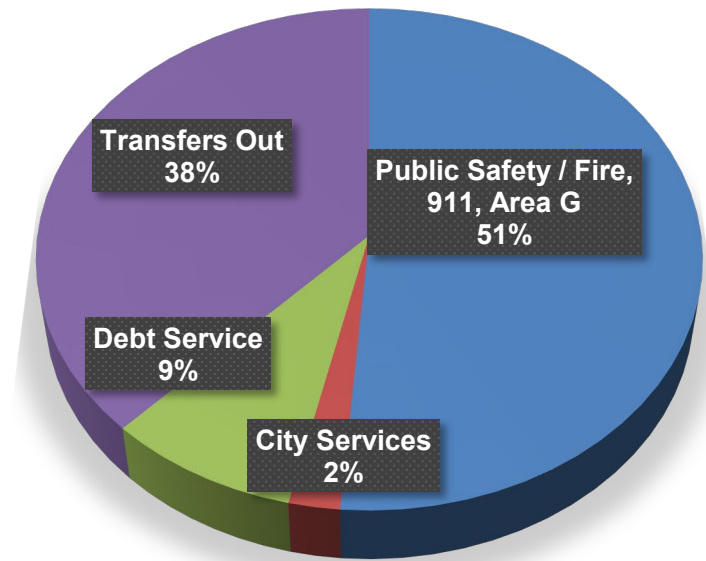


NON-DEPARTMENTAL

NON-DEPARTMENTAL



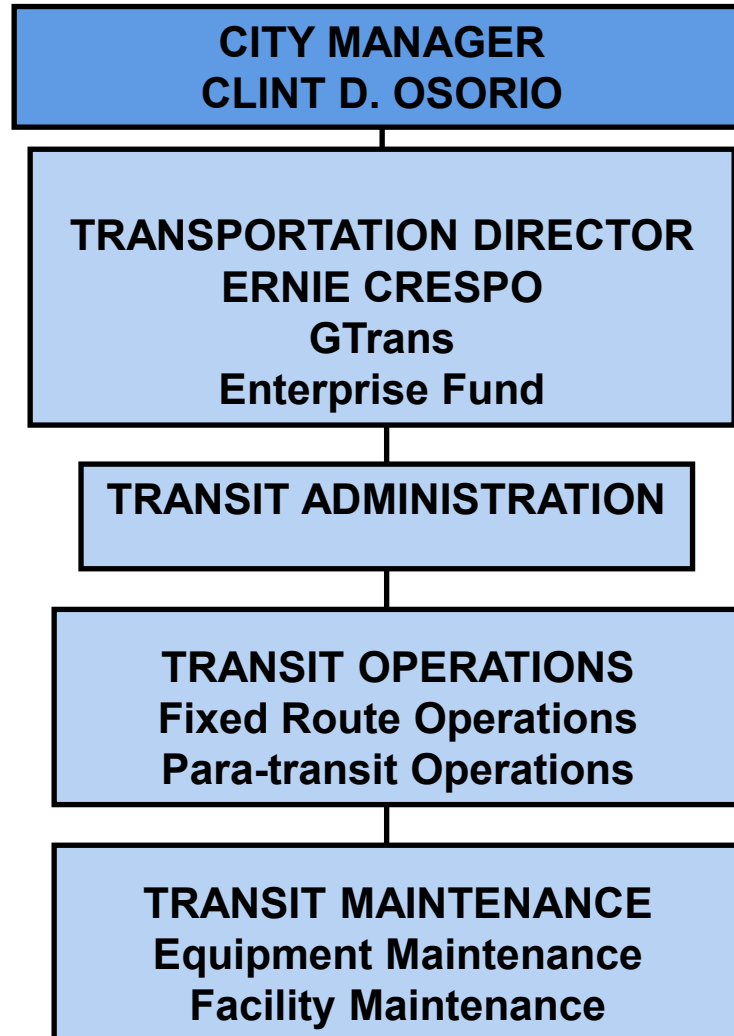
Non-Departmental	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Public Safety / Fire, 911, Area G	11,469,522	11,361,536	12,127,795	12,017,155
City Services	692,656	474,000	494,000	534,000
Debt Service	2,035,410	2,017,257	2,017,437	2,017,437
Transfers Out	3,797,737	3,663,892	4,478,346	8,870,425
Total Non-Departmental	17,995,325	17,516,685	19,117,578	23,439,017





GTRANS

GTRANS

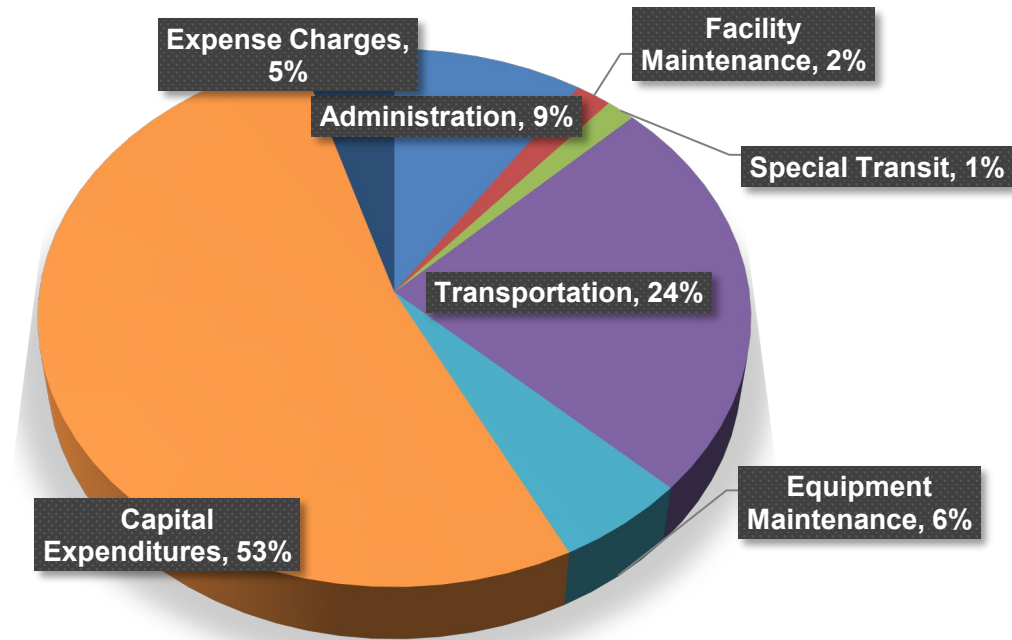


GTRANS

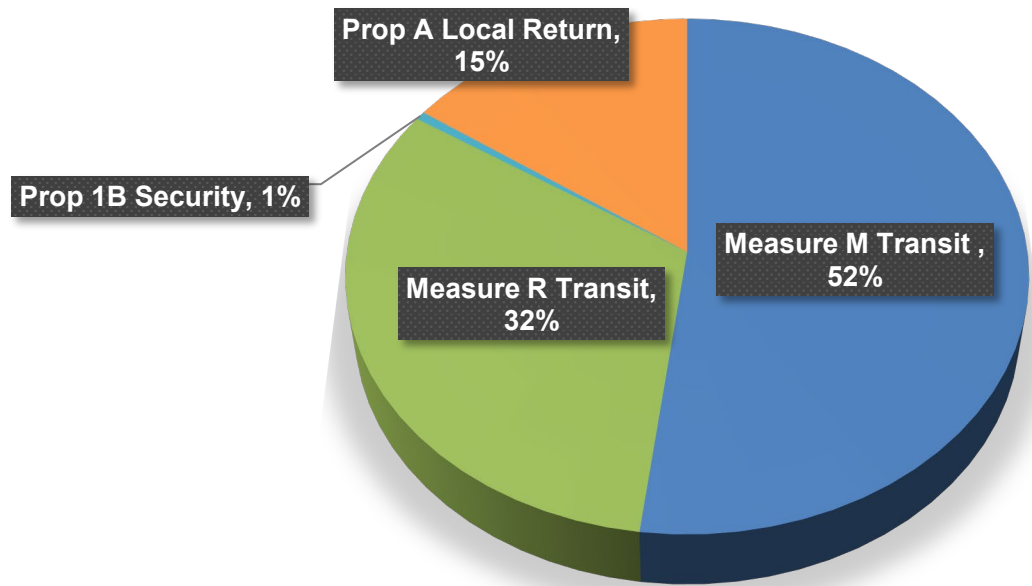
Staffing

<u>GTrans Administration</u>	FY 18/19	FY 19/20	FY 20/21	FY 21/22	<u>GTrans Maintenance</u>	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Transportation Director	1.00	1.00	1.00	1.00	Transit Maintenance Manager	1.00	1.00	1.00	1.00
Transit Administrative Officer	1.00	1.00	1.00	1.00	Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Transit Operations Officer	1.00	1.00	1.00	1.00	Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Human Resources Manager	0.60	0.60	0.60	0.60	Maintenance Coordinator	-	-	-	1.00
Financial Services Manager	1.00	1.00	1.00	1.00	* Administrative Management Analyst I	1.00	1.00	-	-
* Transportation Administrative Manager	1.00	1.00	-	-	Transit Equipment Mechanics - Lead	2.00	2.00	2.00	2.00
Administrative Analyst II	1.00	1.00	1.00	1.00	* Transit Equipment Mechanics	8.00	8.00	7.00	7.00
Transit Marketing Coordinator	-	-	-	1.00	Transit Parts/Storeroom Coordinator	1.00	1.00	1.00	1.00
Information Technology Systems Analyst	1.00	1.00	1.00	1.00	Sr. Building Maintenance Worker	1.00	1.00	1.00	1.00
Senior Accountant Grants	0.90	0.90	1.00	1.00	Sr. Transit Utility Specialist	1.00	1.00	2.00	2.00
* Administrative Analyst I	4.00	4.00	2.00	2.00	* Apprentice Mechanic	2.00	2.00	-	-
Administrative Aide	2.00	2.00	3.00	3.00	Equipment Utility Worker II	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	0.60	0.60	* Equipment Utility Worker I	5.00	5.00	3.00	3.00
Secretary	1.00	1.00	1.00	1.00	Total GTrans Maintenance	25.00	25.00	20.00	21.00
* Customer Service Clerk I	1.79	1.79	1.00	1.00	*Positions eliminated due to Covid related budget shortfalls				
Total GTrans Administration	18.29	18.29	15.20	16.20	TOTAL GTRANS	153.75	153.75	136.98	139.98
<u>GTrans Operations</u>									
Transit Operations Manager	1.00	1.00	1.00	1.00					
Transit Training and Safety Supervisor	1.00	1.00	1.00	1.00					
Transit Planning & Scheduling Analyst	-	-	1.00	1.00					
Transit Operations Assistant Trainer	-	-	-	1.00					
Route Supervisors	9.00	9.00	11.00	11.00					
* Bus Operators	88.00	88.00	72.91	72.91					
Paratransit Dispatcher	1.00	1.00	1.00	1.00					
Paratransit Drivers	5.46	5.46	5.46	5.46					
Relief Bus Operators	5.00	5.00	8.41	8.41					
Total GTrans Operations	110.46	110.46	101.78	102.78					

GTrans	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Administration	3,905,927	3,974,694	4,159,246	4,819,143
Facility Maintenance	746,627	896,709	917,504	907,083
Special Transit	741,864	856,021	877,599	740,582
Transportation	11,434,601	12,964,179	13,294,175	12,421,810
Equipment Maintenance	2,482,862	2,598,086	2,719,120	2,818,375
Capital Expenditures	-	21,097,125	11,410,000	26,899,018
Expense Charges	2,305,675	2,305,675	2,305,675	2,389,033
Total GTrans	34,471,547	44,692,489	35,683,319	50,995,044



Special Revenue Funds GTrans	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Measure M Transit	347,535	2,137,734	1,788,305	3,830,656
GTrans OPEB Trust Fund	-	-	-	-
Measure R Transit	2,474,814	2,163,331	1,801,157	2,372,061
Prop 1B Capital	-	2,966,473	-	-
Prop 1B Security	-	539,475	38,122	38,122
Prop A Local Return	1,347,945	1,288,043	1,122,325	1,122,325
Total GTrans Special Revenue Funds	4,170,294	9,095,056	4,749,909	7,363,164





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CAPITAL IMPROVEMENT PROJECTS (CIP) PROPOSED BUDGET FISCAL YEAR 2021/2022



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CAPITAL IMPROVEMENT PROJECTS (CIP), DEBT SERVICE, and INTERNAL SERVICE FUNDS

CAPITAL IMPROVEMENT PROJECTS (CIP)



FY 2021-2022

PARK IMPROVEMENTS

City Parks, playgrounds, facility grounds and public parkways

\$ 5,028,646

STREETS, SEWER & STORMWATER IMPROVEMENTS

Maintain City streets, sanitary sewers, storm drain systems, sidewalks, curbs,
crosswalks, and signs

Maintain and control City traffic signals

Mechanical maintenance of City vehicle and equipment

Ensure compliance with State mandated safety and air quality program

\$ 16,580,307

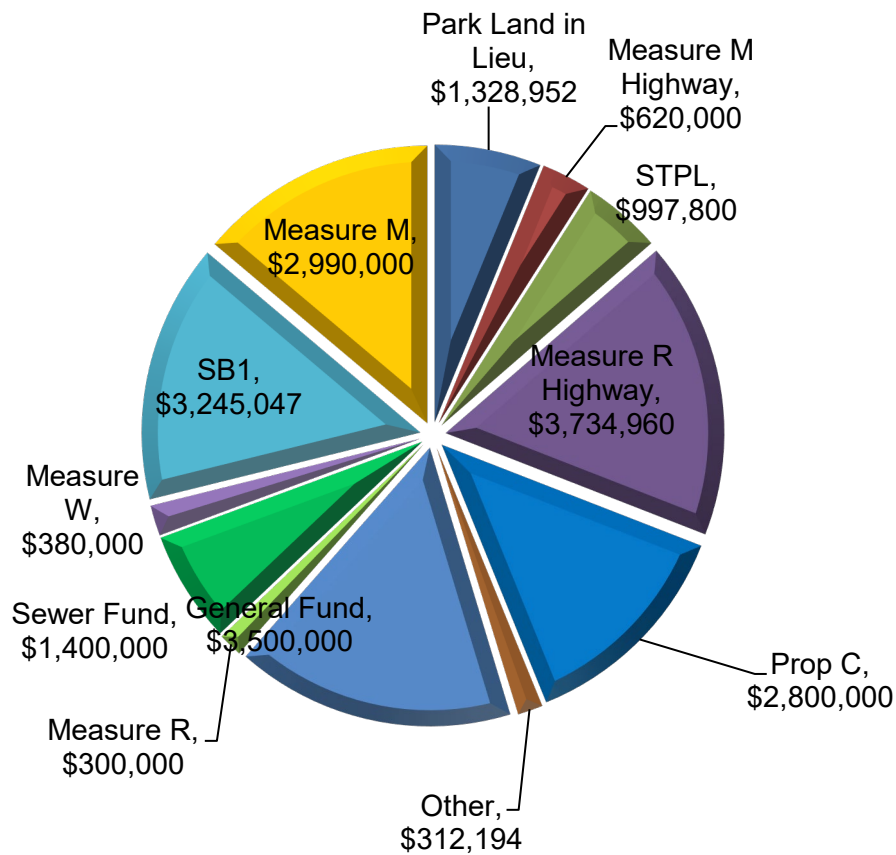
CAPITAL IMPROVEMENT PROJECTS TOTAL

\$ 21,608,953

Capital Improvement Projects Fiscal Year 2021/2022

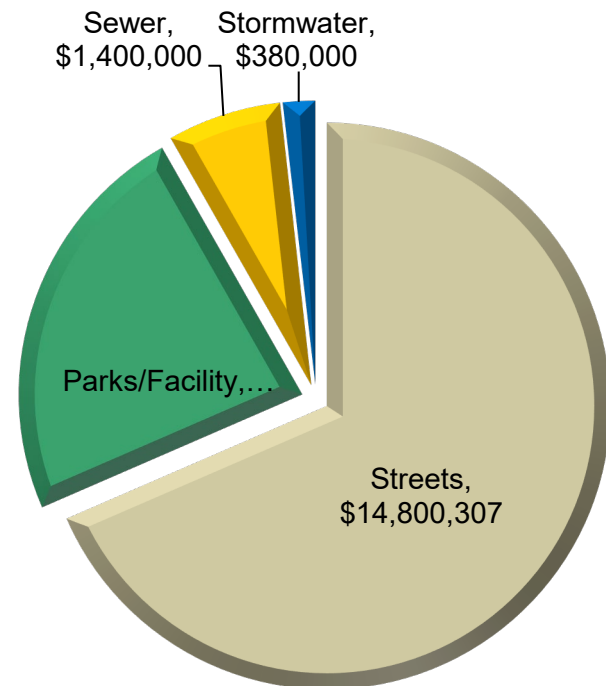
CAPITAL REVENUE

... *Where the money comes from* ...



CAPITAL EXPENDITURES

... *Where the money goes* ...



<u>JOB NO.</u>	<u>PROJECT DESCRIPTION</u>		
820 (c)	Mas Fukai Park Rehabilitation - \$300,000 Replace playground equipment; Replace basketball standards and handball wall, bleachers, fencing, asphalt; renovate restrooms; replace picnic shelter. (Combined with JN 961)	501 (n)	City Hall Roof Rehabilitation - \$199,964 Lead and asbestos abatement, repair of existing and additional drainage systems, and new curb openings; installation of all new flashings and skirts; and repair and seal of all edges, joints, transitions, etc.
961 (c)	Bell Park Rehabilitation Program – \$268,730 Replace picnic shelters, bleachers, fencing, netting, asphalt; renovate building, courts and restroom	502 (n)	Nakaoka Community Center Roof Rehabilitation - \$235,222 Lead and asbestos abatement, removal and disposal of existing materials; repair of existing and additional drainage systems, and new curb openings; installation of all new flashings and skirts; and repair and seal of all edges, joints, transitions, etc.
963 (c)	Rec Facilities Landscaping & Outdoor Improvements - \$75,000 Irrigation, landscaping, parking lot improvements		
966 (c)	Thornburg Park Improvements - \$150,000 Renovate southern portion of the park to add recreation space and opportunities	505 (n)	Community Project - \$3,500,000 Acquire and renovate a building for community and senior programs
967 (c)	Multi-Park Improvements - \$75,000 Renovate/repair recreation facilities		
968 (c)	Rowley Park Baseball Diamond Restroom Rehabilitation - \$225,000 Replace or Rehabilitate Rowley Park Diamond #1 Restroom		

<u>JOB NO.</u>	<u>PROJECT DESCRIPTION</u>		
930 (c)	Vermont Ave Traffic Signal Improvements - \$1,300,000 Improve traffic signals at Vermont Ave. and Rosecrans Ave., and Redondo Beach Blvd.	955 (c)	Western Ave Street Improvement (RBB to Artesia) - \$900,000 Rehabilitate asphalt pavement, striping, improve pedestrian safety and landscape.
935 (c)	Artesia Blvd Signal Improvements - \$2,955,090 Improve traffic signals between Western Ave. and Vermont Ave. to address existing and future traffic conditions.	959 (c)	Vermont Ave Improvements (Artesia to Gardena) - \$600,000 Rehabilitate asphalt pavement, striping, and improve pedestrian safety as needed.
944 (c)	170th St Improv. (Normandie to Vermont) - \$430,000 Rehabilitate asphalt pavement, striping and pedestrian safety as needed.	972 (c)	New Marked Crosswalk with Pedestrian Hybrid Beacon (PHB) on Vermont Ave & 133th St. - \$207,800 Install new crosswalk with PHB to improve pedestrian and vehicle safety.
945 (c)	Redondo Beach Blvd Street Improvements - \$620,000 Improve traffic flow along Redondo Beach Blvd. from Crenshaw Blvd. to Vermont Ave; new medians, improve signal, signing & striping, rehabilitate concrete and pavements. The project is pending additional \$4.6M grant application.	973 (c)	New Traffic Signal at Vermont & Magnolia - \$129,870 Traffic signal improvement to create a safer, more efficient way for vehicles to cross Vermont Ave. and enhance traffic flow.
946 (c)	Local Street Improvements FY 2018/2019 - \$32,500 Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.	985 (c)	Budlong Ave (El Segundo to RBB) and Halldale Ave (135th to El Segundo) Street Improvements - \$900,000 Rehabilitate asphalt pavement, striping and pedestrian safety as needed.
952 (c)	Van Ness Ave (135th to Marine) and 139th St (Van Ness to Western) Improvements - \$1,550,000 Rehabilitate asphalt pavement, striping and improve pedestrian safety as needed.	987 (c)	Local Street Improvements FY 2020/2021 - \$1,252,000 Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.

<u>JOB NO.</u>	<u>PROJECT DESCRIPTION</u>		
988 (c)	Crenshaw Blvd Improvements (Rosecrans to El Segundo) - \$600,000 Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.	996 (n)	Multi-Year Vermont Ave Street Improvements (Rosecrans to 135th) - \$150,000 Rehabilitate asphalt pavement, striping, and improve pedestrian safety as needed. Design phase during the FY 2021-2020.
990 (c)	Sewer Master Plan - \$600,000 Assessment of hydraulic capacity of the City's major sewers and prioritized set of Capital Improvement Projects to address existing and projected future capacity requirements including GIS implementation.	997 (n)	Pavement Management Program 2021 - \$150,000 Triennial pavement evaluation of City's entire 104 roadway miles to support transportation asset management and develop rehabilitation strategies including GIS implementation.
991 (c)	P.W. Sewer Equipment Purchase - \$800,000 Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.	998 (c)	Storm Drain Debris Screen - \$180,000 Continue implementing the Statewide Trash Provisions through multi-phase iterative approach. Install the Full Capture System Equivalency (FCSE) screens by year 2025 to all City jurisdictional catch basins.
992 (n)	Van Ness Ave Street Improvements (RBB to Marine) - \$1,450,000 Rehabilitate asphalt pavement, striping and pedestrian safety as needed. Design phase during the FY 2021-2020	999 (n)	Storm Drain Debris Screen - \$200,000 Continue implementing the Statewide Trash Provisions through multi-phase iterative approach. Install the Full Capture System Equivalency (FCSE) screens by year 2025 to all City jurisdictional catch basins.
993 (n)	Pedestrian Safety Improvements FY 2020/2021 - \$380,000 Remove and replace damaged curb, gutter, sidewalk, and access ramps at various locations.		
994 (n)	Local Street Improvements FY 2021/2022 - \$1,193,047 Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.		

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2021-2022 FUNDING SUMMARY

FUNDING SOURCE		STREETS, SEWER & STORMWATER IMPROVEMENTS	PROJECT COST
Measure R Highway	#930 (c)	Vermont Ave Traffic Signal Improvement	1,300,000
	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)	2,305,090
	#973 (c)	New Traffic Signal at Vermont/Magnolia	129,870
		Measure R Highway - Total	3,734,960
Measure M Highway	#945 (c)	RBB Street Improvements (Crenshaw to Vermont)	620,000
STPL	#944 (c)	170th Street Improvements - Normandie to Vermont	430,000
	#959 (c)	Vermont Ave Improvements - Artesia to Gardena	400,000
	#972 (c)	New Marked Crosswalk with PHB on Vermont/133 St.	167,800
		STPL - Total	997,800
SB 821	#993 (n)	Pedestrian Safety Improvements FY 2021-2022 - Various	80,000
Prop C	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)	650,000
	#952 (c)	Van Ness Ave (135th St. to Marine) Improvements	300,000
	#988 (c)	Crenshaw Blvd St. Improvements - Rosecrans to El Seg.	600,000
	#992 (n)	Multi-Year Van Ness Ave St Improvements - RBB to Marine	1,250,000
		Prop C - Total	2,800,000
Gas Tax	#946 (c)	Local Street Improvements 2018-2019	32,500
Measure M	#952 (c)	Van Ness Ave (135th St. to Marine) & 139th Street (Van Ness Ave. to Western) Improvements	1,250,000
	#959 (c)	Vermont Ave Street Improvements - Artesia to Gardena	200,000
	#972 (c)	New Marked Crosswalk with PHB on Vermont/133 St.	40,000
	#985 (c)	Budlong Ave (135th to RBB) & Halldale Ave (135th to El Segundo) Street Improvements	900,000
	#987 (c)	Local Street Improvements 2020-2021 - Various	100,000
	#992 (n)	Van Ness Ave St Improvements - RBB to Marine	200,000
	#996 (n)	Multi-Year Vermont Ave St Improvements - Rosecrans to 135th St	150,000
	#997 (n)	Pavement Management Program Update	150,000
		Measure M - Total	2,990,000
SB 1	#955 (c)	Western Ave Street Improvements - RBB to Artesia	900,000
	#987 (c)	Local Street Improvements 2020-2021 - Various	1,152,000
	#994 (n)	Local Street Improvements 2021-2022 - Various	1,193,047
		SB 1 - Total	3,245,047

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2021-2022 FUNDING SUMMARY

Measure R Local	#993 (n)	Pedestrian Safety Improvements FY 2021-2022 - Various	300,000	\$300,000
Sewer Fund	#990 (c)	Sewer Master Plan	600,000	
	#991 (c)	PW Sewer Equipment Purchase	800,000	
		Sewer Fund - Total	<u>1,400,000</u>	\$1,400,000
Measure W	#998 (c)	Storm Drain Debris Screen FY 2020-2021	180,000	
	#999 (n)	Storm Drain Debris Screen FY 2021-2022	200,000	
		Measure W - Total	<u>380,000</u>	\$380,000
STREETS, SEWER & STORMWATER IMPROVEMENTS			SUBTOTAL	\$16,580,307
FUNDING SOURCE	PARK/FACILITY IMPROVEMENTS			PROJECT COST
Park Land in Lieu	#820 (c)	Mas Fukai Park Improvements	300,000	
	#961 (c)	Bell Park Rehabilitation Program	268,730	
	#963 (c)	Recreation Facilities Landscape and Outdoor Improvements	75,000	
	#966 (c)	Thornburg Park Improvement	150,000	
	#967 (c)	Multi-Park Improvements	75,000	
	#968 (c)	Rowley Park Baseball Diamond Restroom Rehabilitation	225,000	
	#502 (n)	Nakaoka Community Center Roof Rehabilitation	235,222	
		Park Land in Lieu - Total	<u>1,328,952</u>	\$1,328,952
Deferred Maintenance Fund	#501 (n)	City Hall Roof Rehabilitation	199,694	\$199,694
General Fund	#505 (n)	Community Project	3,500,000	\$3,500,000
PARK/FACILITY IMPROVEMENTS			SUBTOTAL	\$5,028,646
CIP- FISCAL YEAR 2021-2022			TOTAL	\$21,608,953

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2020-2030

	FUNDING (\$1,000's)								
	Prop C	SB 821	Measure R*	Measure M*	Gas Tax	SB1	Federal	Sewer	Measure W
FISCAL YEAR 2020-2021									
Vermont Traffic Signal Improvement at RBB & Rosecrans			\$ 1,366 R						
Artesia Blvd. Street Improvements (Western to Vermont)			\$ 220 R						
170th Street Improvements - Normandie to Vermont							\$ 500		
RBB Street Improvements (Crenshaw to Vermont)	\$ 870								
Local Street Improvements FY 2018-2019					\$ 650				
Van Ness Ave (135th St. to Marine) and 139th Street (Van Ness Ave. to Western) Improvements				\$ 1,322 L					
Western Ave Street Improvements - RBB to Artesia	\$ 900					\$ 780			
Pedestrian Safety FY 2019-2020			\$ 350 L						
Sidewalk Replacement FY 2019-2020		\$ 40							
Vermont Ave Street Improvements - Artesia to Gardena				\$ 200 L			\$ 400		
New Marked Crosswalk with PHB on Vermont/133 St.				\$ 55 L			\$ 168		
New Traffic Signal at Vermont/Magnolia			\$ 144 R						
Budlong Ave (135th to RBB) and Halldale Ave (135th to El Segundo) Street Improvements	\$ 900								
Local Street Improvements FY 2020-2021 (Various)				\$ 100 L		\$ 1,152			
Crenshaw Blvd St. Improvements - Rosecrans to El Seg.				\$ 600 L					
Sewer Master Plan								\$ 600	
PW Sewer Equipment Purchase FY 2020-2021								\$ 800	
Storm Drain Debris Screen FY 2020-2021									\$ 200
TOTAL Fiscal Year 2020 - 2021	\$ 2,670	\$ 40	\$ 2,080	\$ 2,277	\$ 650	\$ 1,932	\$ 1,068	\$ 1,400	\$ 200
* L - Local Share & R - Regional/Highway funds									

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2020-2030

	FUNDING (\$1,000's)								
	Prop C	SB 821	Measure R*	Measure M*	Gas Tax	SB1	Federal	Sewer	Measure W
FISCAL YEAR 2021-2022									
Multi-Year Van Ness Ave St Improvements - RBB to Marine	\$ 200			\$ 500 L					
Pedestrian Safety Improvements FY 2021-2022 (Various)		\$ 80	\$ 300 L						
Local Street Improvements FY 2021-2022 (Various)					\$ 700	\$ 1,000			
Sewer Rehabilitation FY 2021-2022								\$ 1,000	
Multi-Year Vermont Ave St Improvements - Rosecrans to 135th St				\$ 150 L					
Pavement Management Program Update				\$ 150 L					
Storm Drain Debris Screen FY 2021-2022									\$ 200
TOTAL Fiscal Year 2021 - 2022	\$ 200	\$ 80	\$ 300	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 1,000	\$ 200
FISCAL YEAR 2022 - 2023									
Multi-Year Van Ness Ave St Improvements - RBB to Marine	\$ 900								
Multi-Year Vermont Ave St Improvements - Rosecrans to 135th St				\$ 400 L					
Pedestrian Safety Improvement FY 2022-2023 (Various)		\$ 40	\$ 300 L						
Local Street Improvement FY 2022-2023 (Various)				\$ 400 L	\$ 700	\$ 1,000			
Sewer Rehabilitation FY 2022-2023								700	
Storm Drain Debris Screen FY 2022-2023									\$ 200
TOTAL Fiscal Year 2022 - 2023	\$ 900	\$ 40	\$ 300	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 700	\$ 200
* L - Local Share & R - Regional/Highway funds									

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2020-2030

	FUNDING (\$1,000's)								
	Prop C	SB 821	Measure R*	Measure M*	Gas Tax	SB1	Federal	Sewer	Measure W
FISCAL YEAR 2023 - 2024									
Pedestrian Safety Improvement FY 2023-2024 (Various)		\$ 40	\$ 300 L						
Local Street Improvement FY 2023-2024 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 800 L					
Sewer Rehabilitation FY 2023-2024								700	
Storm Drain Debris Screen FY 2022-2023									\$ 200
TOTAL Fiscal Year 2023 - 2024	\$ 900	\$ 40	\$ 300	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 700	\$ 200
FISCAL YEAR 2024 - 2025									
Pedestrian Safety Improvement FY 2024-2025 (Various)		\$ 40	\$ 350 L						
Local Street Improvement FY 2024-2025 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 750 L					
Sewer Rehabilitation FY 2024-2025								700	
Pavement Management Program Update				\$ 50 L					
Storm Drain Debris Screen FY 2024-2025									\$ 200
TOTAL Fiscal Year 2024 - 2025	\$ 900	\$ 40	\$ 350	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 700	\$ 200
FISCAL YEAR 2025 - 2026									
Pedestrian Safety Improvement FY 2025-2026 (Various)		\$ 40	\$ 350 L						
Local Street Improvement FY 2025-2026 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 400 L					
Arterial Street Improvements (Federal Funded)				\$ 400 L			\$ 500		
Sewer Rehabilitation FY 2025-2026								700	
TOTAL Fiscal Year 2025 - 2026	\$ 900	\$ 40	\$ 350	\$ 800	\$ 700	\$ 1,000	\$ 500	\$ 700	\$ -
* L - Local Share & R - Regional/Highway funds									

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2020-2030

	FUNDING (\$1,000's)								
	Prop C	SB 821	Measure R*	Measure M*	Gas Tax	SB1	Federal	Sewer	Measure W
FISCAL YEAR 2026 - 2027									
Pedestrian Safety Improvement FY 2026-2027 (Various)		\$ 40	\$ 350 L						
Local Street Improvement FY 2026-2027 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 800 L					
Sewer Rehabilitation FY 2026-2027								700	
Storm Drain Master Plan									\$ 400
TOTAL Fiscal Year 2026 - 2027	\$ 900	\$ 40	\$ 350	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 700	\$ 400
FISCAL YEAR 2027 - 2028									
Pedestrian Safety Improvement FY 2027-2028 (Various)		\$ 40	\$ 350 L						
Local Street Improvemen FY 2027-2028 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 750 L					
Sewer Rehabilitation FY 2027-2028								700	
Pavement Management Program Update				\$ 50 L					
TOTAL Fiscal Year 2027 - 2028	\$ 900	\$ 40	\$ 350	\$ 800	\$ 700	\$ 1,000	\$ -	\$ 700	\$ -
FISCAL YEAR 2028 - 2029									
Pedestrian Safety Improvement 2028/2029 - Various		\$ 40	\$ 350 L						
Local Street Improvement 2028/2029 - Various					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 750 L					
Sewer Rehabilitation 2028-2029								700	
TOTAL Fiscal Year 2028 - 2029	\$ 900	\$ 40	\$ 350	\$ 750	\$ 700	\$ 1,000	\$ -	\$ 700	\$ -
FISCAL YEAR 2029 - 2030									
Pedestrian Safety Improvement FY 2029-2030 (Various)		\$ 40	\$ 350 L						
Local Street Improvement 2029-2030 (Various)					\$ 700	\$ 1,000			
Arterial Street Improvements	\$ 900			\$ 750 L					
Sewer Rehabilitation FY 2029-2030								700	
Storm Drain Improvements FY 2029-2030									600
TOTAL Fiscal Year 2029 - 2030	\$ 900	\$ 40	\$ 350	\$ 750	\$ 700	\$ 1,000	\$ -	\$ 700	\$ 600
* L - Local Share & R - Regional/Highway funds									



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DEBT SERVICE PROPOSED BUDGET FISCAL YEAR 2021/2022

CITY OF GARDENA
FISCAL YEAR 2021-2022
DEBT SERVICE REQUIREMENTS

Series	ORIGINAL ISSUE			BEGINNING BALANCE 07/01/2021			RETIRED FY 2021-22			ENDING BALANCE June 30, 2022		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
Certificates of Participation (COPs):												
2006 A ¹	21,010,000	27,690,971	48,700,971	7,150,000	2,328,701	9,478,701	625,000	398,910	1,023,910	6,525,000	1,929,791	8,454,791
2007 A	2,800,000	1,929,165	4,729,165	1,430,000	429,056	1,859,056	120,000	66,575	186,575	1,310,000	362,481	1,672,481
Direct Purchase Lease Bonds:												
2017 ²	1,635,000	121,078	1,756,078	845,000	26,342	871,342	280,000	8,798	288,798	565,000	17,544	582,544
Taxable Lease Revenue Refunding Bonds:												
2014 ¹	9,110,000	8,035,249	17,145,249	8,880,000	5,162,111	14,042,111	65,000	438,366	503,366	8,815,000	4,723,745	13,538,745
Taxable Pension Obligation Bonds:												
2020	101,490,000	36,502,806	137,992,806	101,280,000	35,453,259	136,733,259	2,995,000	2,972,825	5,967,825	98,285,000	32,480,434	130,765,434
	\$142,545,000	\$74,279,269	\$216,824,269	\$119,585,000	\$43,399,469	\$162,984,469	\$4,085,000	\$3,885,474	\$7,970,474	\$115,500,000	\$39,513,995	\$155,013,995

Professional services and Admin. Fees: \$ 7,075

TOTAL: \$ 7,977,549

REVENUE SOURCES:

Transfer-in from General Fund \$ 2,009,724

Charges to Various Funds \$ 5,967,825

\$ 7,977,549

¹ In Fiscal Year 2014/2015, 2006 Series B was refunded by the 2014 Taxable Lease Revenue Refunding Bonds.

² In Fiscal Year 2016/2017, 2006 Series C was refunded by the 2017 Direct Purchase Lease Bonds.

DEBT SERVICE REQUIREMENTS
2006 REFUNDING CERTIFICATES OF PARTICIPATION SERIES A
(Issued in 2006)

BOND ISSUES: **CITY OF GARDENA**

Refunding

DATE OF ISSUES: June 7, 2006

AMOUNT OF ISSUE: \$21,010,000.00

AMOUNT OUTSTANDING: **\$7,150,000.00 ***
(June 30, 2021)

DESCRIPTION: The 2006 Refunding Certificates of Participation Series AB&C are issued to (1) refinance certain financial obligations of the City in connection with a Memorandum of Understanding with certain financial institutions, (2) prepay and defease certain outstanding 1994 Refunding Certificates of Participation, (3) fund a reserve fund and (4) pay certain costs of issuance.

The total \$21,010,000 includes \$12,495,000 aggregate principal amount of Certificates of Participation (2006 Refinancing Project, Series A), and \$8,515,000 aggregate principal amount of Certificates of Participation Series B (the 2006C Certificates.)

***Note-**In Fiscal Year 2014-2015 the 2006 Certificate of Participation, Series B, was refunded by the 2014 Taxable Lease Revenue Refunding Bonds, Series 2014. The econmic gain on the current refunding was \$1,637,398 and the savings in debt service payments was \$2,360,051.

The bond interest rates vary from 5.98% to 6.38%.

PAYMENT DATES: January 1 and July 1

PAYMENT AGENT: US Bank

DEBT SERVICE REQUIREMENTS			
	FY 2020-21	FY 2021-22	FY 2022-23
<u>REVENUE SOURCES</u>			
Transfer-in from General Fund	1,026,145	1,024,939	1,026,340
TOTAL:	\$ 1,026,145	\$ 1,024,939	\$ 1,026,340
<u>EXPENDITURES</u>			
Interest Expense	473,715	437,509	398,910
Principal payment	550,000	585,000	625,000
Administration and trustee fees	2,430	2,430	2,430
TOTAL:	\$ 1,026,145	\$ 1,024,939	\$ 1,026,340

DEBT SERVICE REQUIREMENTS
2017 DIRECT PURCHASE LEASE BONDS
(Issued in 2017)

BOND ISSUES: **CITY OF GARDENA**
Direct Purchase Lease

DATE OF ISSUES: June 2017

AMOUNT OF ISSUE: \$1,635,000.00

AMOUNT OUTSTANDING: **\$845,000.00**
(June 30, 2021)

DESCRIPTION: The 2017 Direct Purchase Lease Bonds were issued to (1) refund 2016 Certificate of Participation, Series C, (2) interests due and (3) cost of issuance

The bonds bear interest at 2.07%.

PAYMENT DATES: January 1 and July 1

PAYMENT AGENT: Zions Bank

DEBT SERVICE REQUIREMENTS

REVENUE SOURCES

Transfer-in from General Fund

TOTAL:

	FY 2020-21	FY 2021-22	FY 2022-23
	295,338	294,594	288,798
\$	295,338	\$ 294,594	\$ 288,798

EXPENDITURES

Interest Expense

Principal payment

Administration and trustee fees

TOTAL:

	20,338	14,594	8,798
	275,000	280,000	280,000
	-	-	-
\$	295,338	\$ 294,594	\$ 288,798

DEBT SERVICE REQUIREMENTS
2007 REVENUE BONDS SERIES A
(Issued in 2007)

BOND ISSUES: **CITY OF GARDENA**
South Bay Communication Center

DATE OF ISSUES: January 24, 2007

AMOUNT OF ISSUE: \$2,800,000.00

AMOUNT OUTSTANDING: **\$1,430,000.00**
(June 30, 2021)

DESCRIPTION: The 2007 A Refunding Revenue Bonds are issued pursuant to Indenture of Trust, dated as of February 1, 2007 by and between the South Bay Regional Public Communications Authority (SBRPCA), and the Bank of New York Trust Company, N.A. as trustee. The bonds are issued to refund SBRPCA Revenue Bonds 2001 Series A (City of Gardena Project) in an amount of \$2,800,000, to fund the Reserve Account, and to pay certain costs of issuance.

PAYMENT DATES: The bond interest rates vary from 5% to 5.125%.
January 1 and July 1

PAYMENT AGENT: Bank of New York Trust Company

DEBT SERVICE REQUIREMENTS

	FY 2020-21	FY 2021-22	FY 2022-23
<u>REVENUE SOURCES</u>			
Transfer-in from General Fund	189,825	189,325	188,575
TOTAL:	\$ 189,825	\$ 189,325	\$ 188,575
<u>EXPENDITURES</u>			
Interest Expense	77,825	72,325	66,575
Principal payment	110,000	115,000	120,000
Trustee admin. services	2,000	2,000	2,000
TOTAL:	\$ 189,825	\$ 189,325	\$ 188,575

DEBT SERVICE REQUIREMENTS
2014 TAXABLE LEASE REVENUE REFUNDING BONDS
(Issued in 2015)

BOND ISSUES: **CITY OF GARDENA**
Taxable Lease Revenue Refunding Bonds

DATE OF ISSUES: May 1, 2015

AMOUNT OF ISSUE: \$9,110,000.00

AMOUNT OUTSTANDING: **\$8,880,000.00**
(June 30, 2021)

DESCRIPTION: The 2014 Taxable Lease Revenue Refunding Bonds, were issued to (a) refund the 2006B Certificates, (b) fund capitalized interest for a portion of the Bonds through May 1, 2017, and (c) pay a portion of the costs of the Bonds.

PAYMENT DATES: The bond interest rates vary from 3.950% to 5.000%.
May 1 and November 1

PAYMENT AGENT: US Bank

	DEBT SERVICE REQUIREMENTS		
	FY 2020-21	FY 2021-22	FY 2022-23
<u>REVENUE SOURCES</u>			
Transfer-in from General Fund	505,949	508,579	506,011
TOTAL:	\$ 505,949	\$ 508,579	\$ 506,011
<u>EXPENDITURES</u>			
Interest Expense	443,304	440,934	438,366
Principal payment	60,000	65,000	65,000
Administration and trustee fees	2,645	2,645	2,645
TOTAL:	\$ 505,949	\$ 508,579	\$ 506,011

DEBT SERVICE REQUIREMENTS
TAXABLE PENSION OBLIGATION BONDS, SERIES 2020
(Issued in 2020)

BOND ISSUES: **CITY OF GARDENA**
Taxable Pension Obligation Bonds

DATE OF ISSUES: November 1, 2020

AMOUNT OF ISSUE: \$101,490,000.00

AMOUNT OUTSTANDING: **\$101,280,000.00**
(June 30, 2021)

DESCRIPTION: The Taxable Pension Obligation Bonds, Series 2020 were issued pursuant to Articles 10 and 11 of Chapter 3 of Part 1 Division 2 of Title 5 of the California Government Code, a trust agreement, by and between the City of Gardena and U.S. Bank National Association as trustee. The bonds are issued to pay down City's pension unfunded accrued liability portion to CalPERS and to pay for certain costs of issuance, in an amount of \$101,490,000.

The bond interest rates vary from 1.081% to 3.854%.

PAYMENT DATES: April 1 and October 1

PAYMENT AGENT: U.S. Bank National Association

DEBT SERVICE REQUIREMENTS

	FY 2020-21	FY 2021-22	FY 2022-23
<u>REVENUE SOURCES</u>			
Charges to Various Funds	1,259,547	5,967,825	6,603,951
TOTAL:	\$ 1,259,547	\$ 5,967,825	\$ 6,603,951
<u>EXPENDITURES</u>			
Interest Expense	1,049,547	2,972,825	2,938,951
Principal payment	210,000	2,995,000	3,665,000
Trustee admin. services	-	-	-
TOTAL:	\$ 1,259,547	\$ 5,967,825	\$ 6,603,951

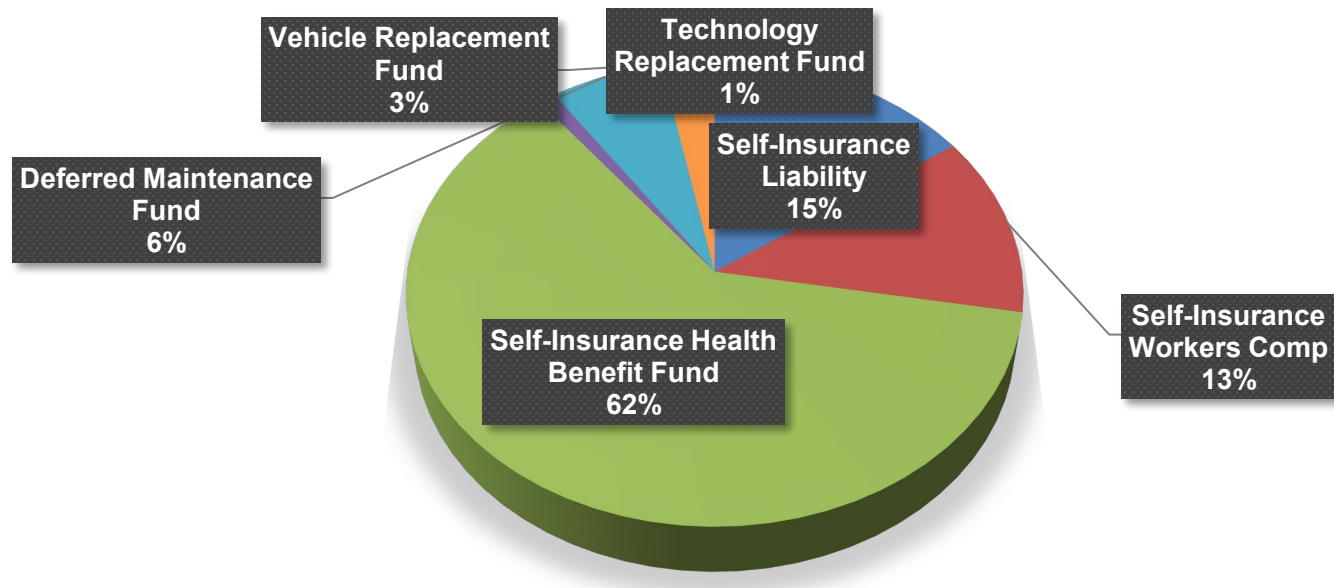


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INTERNAL SERVICE FUNDS ADOPTED BUDGET FISCAL YEAR 2021/2022

Internal Service Funds	Audited 2019-2020	Adopted 2020-2021	Adopted 2021-2022	Proposed Amended 2021-2022
Self-Insurance Liability	2,190,162	2,442,029	2,351,023	2,364,423
Self-Insurance Workers Comp	1,779,360	1,862,251	2,256,148	1,940,032
Self-Insurance Health Benefit Fund	7,930,044	9,696,751	9,430,617	9,567,611
Technology Replacement Fund	65,532	103,600	103,600	153,600
Deferred Maintenance Fund	-	-	-	1,199,694
Vehicle Replacement Fund	212,207	300,000	-	475,000
Total Internal Service Funds	12,177,305	14,404,631	14,141,387	15,700,360



INTERNAL SERVICE FUNDS

PUBLIC SERVICE GOAL: *To continually build and maintain adequate reserves through annual budget contributions to protect the City's investment in the cost of insurance and other ongoing administrative obligations.*

Internal Service Funds are established to cover the cost of insurance and other ongoing administrative obligations and to separate these funds from the General Fund account. The City is self-insured for general liability, worker's compensation and employee health benefits coverage. Funds in these accounts are used to pay all self-insured losses and related administrative costs with the balance in each account at the end of the fiscal year accumulated as reserves against future liabilities.

SELF - INSURANCE PROGRAMS

The City retains the services of Third-Party Administrators (TPA) to handle claims for general liability, worker's compensation and health care claims. Current services are provided by:

General Liability Claims – Carl Warren & Co.

Workers Compensation Claims – AdminSure

Health Benefits Plan – Advanced Benefits Solutions

- **General Liability**

The General Liability Fund provides for the City's general liability, self-insurance program and other insurance needs in order to reduce cost and provide better control; to provide for the administration and legal service necessary for the operation of this program; to provide insurance protection against catastrophic loss or losses and to provide payment of liability insurance purchased in excess of the City's self insurance limits.

Charges to departments are established by the Chief Fiscal Officer and included in the budget manual. Upon recommendation from the finance committee, additional reserves may be transferred at year end from the General Fund reserves.

- **Workers Compensation**

The Workers Compensation Fund is established to pay administrative and legal services necessary for the operation of this program; to provide payment of compensation benefits and medical expenses associated with industrial injuries; to provide insurance protection against a catastrophic loss or losses; to review and analyze the City's industrial injury risks and determine the most suitable means of reducing employee exposure; and to develop procedures for administration of the City's Self-Insurance Compensation and Safety Program.

Charges to departments are established by the Chief Fiscal Officer and included in the budget manual.

- **Health Benefits**

The City is self-insured for health benefits for its employees and purchases reinsurance to transfer some of its risk. Rates are set by the Health Benefits Committee, which is comprised of management and one employee from each of the employee bargaining groups. The committee reviews the cost of health care, changes in benefits, and market trends in order to establish the rate for health insurance. Fund levels are set at 70% confidence rate.

The fund is supported through contributions of both employees and the City as negotiated each year with the employee bargaining groups. The City's contribution is \$1,060 per month for the employee and one dependent. Employees contribute an additional \$434 per month if they have more than one dependent insured. Rates for life insurance vary depending on the bargaining group.



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APPENDIX

ACCOUNTING SYSTEM

The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of an entity.

ACCOUNTS PAYABLE

Amounts owing to private persons, firms, or corporations for goods and services received.

ACCOUNTS RECEIVABLE

Amounts owing from private persons, firms, or corporations for goods and services furnished.

ACCRUAL

Transactions and events are recognized as revenues/gains or expenses/losses when they occur, regardless of the timing of the related cash flows.

ADOPTION

Formal action by the City Council that sets the spending path for the fiscal year.

ALLOCATION

The practice of spreading costs among various cost centers on some predetermined reasonable basis (e.g., percentages) as opposed to distribution of expenses on a unit charge or direct identification basis.

ACTIVITY

A specific unit of work or service performed.

APPROPRIATION

An authorization made by the City Council that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

APPROPRIATION ORDINANCE

The official enactment by the City Council establishing the legal authority for the City officials to obligate and expend resources.

ASSESSED VALUATION

The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.

ASSETS

The entries on a balance sheet showing all properties and claims against others that may be used directly or indirectly to cover liabilities.

AUDIT

A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial positions and results of operations;
- Test whether transactions have been legally performed;
- Identify areas for possible improvements in accounting practices and procedures;
- Ascertain whether transactions have been recorded accurately and consistently; and
- Ascertain the managerial conduct of officials responsible for governmental resources.

BALANCE SHEET

A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date. Under varying circumstances, assets are carried at "lower of cost or market," "cost less allowance for depreciation," etc.

BOND (Debt Instrument)

A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

BUDGET (Operating)

A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

BUDGET CALENDAR

The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

BUDGET MESSAGE (City Manager's)

A general discussion of the proposed budget presented in writing as a part of, or supplement to, the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

CAPITAL ASSETS

Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

CAPITAL BUDGET

A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the City's consolidated budget which includes both operating and capital outlays, and is based on a capital improvement program (CIP).

CAPITAL IMPROVEMENT PROGRAM (CIP)

A plan for capital expenditures to be incurred each year over a period of ten future years setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL OUTLAYS

Expenditures for the acquisitions of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling, and stationary equipment.

CAPITAL PROJECTS

Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

CAPITAL PROJECTS FUND

Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

CERTIFICATE OF DEPOSIT

A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period and rate of interest.

COMMODITIES

Items of expenditure (in the operating budget) which after use, are consumed or show a material change in their physical condition, and

which are generally of limited value and are characterized by rapid depreciation, i.e. office supplies and motor fuel.

CONTINGENCY

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

CONTRACTUAL SERVICES

Items of expenditure for services the City receives from an internal service fund or an outside company. Utilities, rent and maintenance service agreements are examples of contractual services.

CONSUMER PRICE INDEX (CPI):

A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

DEBT SERVICE

Payment of interest and repayment of principal to holders of the City's debt instruments.

DEBT SERVICE FUND

Used to account for the accumulation of resources for, and payment of, general long-term debt.

DEFICIT

- The excess of entity's liabilities over its assets (See Fund Balance).
- The excess of expenditures or expenses over revenues during a single accounting period.

DEPARTMENT

An organizational unit comprised of one or more divisions.

DEPRECIATION

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

- That portion of the cost of a capital asset, which is charged as an expense during a particular period.

DEBT RATIO

A ratio that indicates the proportion of debt compared to assets, calculated by dividing total debt by total assets.

DIVISION

A program or activity, within a department, that furthers the objectives of the City Council by providing services or products.

ENCUMBRANCES

Obligations in the form of purchase orders or contract commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

ENTERPRISE FUND

Separate financial accounting used for government operations that are financed and operated in a manner similar to business enterprises, and where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges, or where the governing body had decided that periodic determination of net income is appropriate for capital maintenance, public policy, management control, or other purposes (i.e. utilities and transit systems).

EXPENDITURES

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FISCAL YEAR

The City's fiscal year is based on the twelve-month period beginning July 1st and ending the following June 30th.

FIXED CHARGES

Items of expenditure for services rendered by internal operations of the City. Examples include: rental equipment, computer services, building rental, indirect operating expenses, and depreciation.

FRINGE BENEFITS

Included are employee retirement, social security, Medicare, health, dental, life insurance, workers' compensation, uniforms, and deferred compensation plans.

FULL FAITH AND CREDIT

A pledge of the City's taxing power to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt).

FUND

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE

The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

GENERAL FUND

The fund supported by taxes, fees and other revenues that may be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS

When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues. In California, G.O. bonds must be authorized by public referenda with two-thirds voter approval.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

To establish and improve standards in governmental accounting and financial reporting that will result in useful information.

INTERGOVERNMENTAL GRANT

A contribution of assets (usually cash) by one governmental unit or organization to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.

INTERNAL SERVICE FUND

Funds used to account for the financing of goods or services provided by one department or agency to another department or agency within the same organization.

INVESTMENT

Securities and real estate purchased and held for the production of income in the form of interest, dividends, rental or base payments.

LIABILITY

Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date; financial obligations entered in the balance sheet. NOTE: The term does not include encumbrances.

MATURITIES

The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MODIFIED ACCRUAL

Revenues are recognized when measurable and available to liquidate liabilities of the current period. Expenditures are recognized when an event or transaction is expected to draw on current or available resources.

MUNICIPAL CODE

A book containing City Council Approved Ordinances currently in effect. The Code defines City Policy in various categories (i.e., building regulations, planning and zoning regulations, sanitation and health standards, and traffic regulations).

OBJECT OF EXPENDITURE

Expenditure classifications based upon the types of categories of goods and services purchased. Examples include:

- personnel services (salaries and wages)
- contractual services (utilities, maintenance contracts, travel)
- commodities
- fixed charges (rental of City equipment, City building rental)
- capital outlays

OBJECTIVES

Departmental statements describing significant activities to be accomplished during the fiscal year.

OPERATING FUNDS

Resources derived from recurring sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

ORDINANCE

A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PERFORMANCE MEASURES

Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). A specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

PERSONNEL SERVICES

Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees, the incident fringe benefit cost associated with City employment, and amounts paid to outside firms, consultants, or individuals for contract personnel services.

PROGRAM

An activity, or division, within a department, which furthers the objectives of the City Council, by providing services or a product.

RATING

The credit worthiness of a City as evaluated by independent agencies.

REIMBURSEMENTS

Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses in the reimbursing fund and as a reduction of expenditures, or expenses, in the fund that is reimbursed.

RESERVE

An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Reserve accounts can also be used to earmark a portion of fund balance to indicate that it is not appropriate for expenditures.

RESOLUTION

A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The adopted operating budget is approved by Resolution and requires a majority vote of the Council members present at the time of adoption.

RESOURCES

Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

REVENUE

The term designates an increase to a fund's assets which:

- does not increase a liability (e.g., proceeds from a loan);
- does not represent a repayment of an expenditure already made;
- does not represent a cancellation of certain liabilities; and
- does not represent an increase in contributed capital.

REVENUE BONDS

When a government issues bonds, which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to a pledge of revenues, such bonds sometimes may be secured by a lien against property.

REVENUE ESTIMATES

A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

REVOLVING ACCOUNT

A reserve account that is funded by the amortization of a capital asset value charged annually to the user department with the accumulated funds used to replace the asset when it has reached the end of its normal life cycle.

SALARIES AND BENEFITS

An operating budget category which generally accounts for full-time and part-time salaries, overtime costs, and fringe benefits.

SOURCE OF REVENUE

Revenues are classified according to their source or point of origin.

SPECIAL REVENUE FUND

Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.

SUPPLIES AND SERVICES

This budget category accounts for all nonpersonnel, and noncapital outlay expenses (i.e., building/structure maintenance, contractual services, equipment maintenance, office supplies, small tool purchases, and utility costs).

TAXES

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does this term include charges for services rendered only to those paying such charges.

TRIPLE-FLIP

The revenue formula the State of California imposed on local government. The formula modifies (flips) the rate of distribution of three (triple) revenue sources that are passed through and distributed by the State: property tax, sales tax and motor vehicle-in-lieu fees.

TRANSFERS IN/OUT

Payments from one fund to another fund, primarily for work or services provided.

TRUST AND AGENCY FUND

A type of fund that temporarily holds monies for other agencies or legal entities.

UNIT COST

The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

USER CHARGES (also known as USER FEES)

The payment of a fee for direct receipt of a public service by the party benefiting from the service.

YIELD

The rate earned on an investment based on the price paid.

AB	Assembly Bill
ABC	Alcoholic Beverage Control
ADA	American Disabilities Act
ADCRC	Alzheimers Day Care Resource Center
AMBAC	American Municipal Bond Assurance Corporation
AQMD	Air Quality Management District
ARRA	American Recovery and Reinvestment Act
ASST	Assistant
ATF	Alcohol Tobacco and Firearms, US Bureau of
ATM	Automated Teller Machine
AVE	Avenue
BHS	Behavioral Health Services
BIT	Biannual Inspection of Terminals
BJA	Bureau of Justice Assistance
BLDG	Building
BLVD	Boulevard
CA	California
CAL OSHA	California Occupational Safety and Health Act
CALWORKS	California Work Opportunity and Responsibility to Kids
CAPE	Community Action Project for the Elderly
CDBG	Community Development Block Grant
CDE	California Department of Education
CDPP	County Delinquency Prevention Program
CEO	Chief Executive Officer
CEQA	California Environmental Quality Act
CHGS	Charges
CINDEX	Clerk's Index
CIP	Capital Improvement Projects
CIS	Continuous Improvement System
CJSSP	County Justice System Subvention Program
CLEEP	California Law Enforcement Equipment Program

CLETEP	California Law Enforcement Technology Equipment Program
CO	Company
CO-ED	Co-educational
C of O	Certificate of Occupancy
COLA	Cost of Living Adjustment
COPS	Citizen Option for Public Safety
CORP	Corporation
CPI	Consumer Price Index
CSBG	Community Services Block Grant
CSMFO	California Society of Municipal Finance Officers
DEMO	Demolition
DEV	Development
DHS	Department of Homeland Security
DIST	District
DMH	Department of Mental Health
DOC	Document
DUI	Driving Under the Influence
EAP	Employee Assistance Program
EDWAA	Economically Dislocated Worker Adjustment Act
E.G.	For Example (Exempli Gratia)
ENF	Enforcement
EPA	Environmental Protection Agency
ERAF	Educational Relief Augmentation Fund
ESA	Environmental Site Assessment
E & T	Education and Training
ETC	Etcetera
EXP	Expense
FAU	Federal Aid to Urban Areas
FEMA	Federal Emergency Management Agency
FPPC	Fair Public Practices Commission

G-CAN	Gardena Community Action Network	LAIF	Local Agency Investment Fund
GAAFR	Governmental Accounting, Auditing and Financial Reporting	LTD.	Limited
GAAP	Generally Accepted Accounting Practices	MAINT	Maintenance
GAAS	Generally Accepted Auditing Standards	MDC	Mobile Data Computers
GASB	Governmental Accounting Standards Board	MDT	Mobile Data Terminals
GBAC	Gardena Business Advisory Council	MGMT	Management
GED	General Education Development	MGR.	Manager
GEPCO	Gardena Employee Personal Computer Opportunity	MIC	Management Information Center
GFCC	Gardena Family Child Care	MISC.	Miscellaneous
GFOA	Government Finance Officers Association	MMIC	Municipal Mutual Insurance Company
GIS	Geographic Information System	MTA	Metropolitan Transportation Authority
GMBL	Gardena Municipal Bus Line	N.A.	National Association
GMC	Gardena Municipal Code	NPDES	National Pollutant Discharge Elimination System
GRADE	Gardena Regional Anti-Drug Education	NRC	National Revenue Corp.
GRAGA	Gardena Royal and Ancient Golf Association	OAA	Older Americans Act
GREAT	Gang Resistance Education and Training	OCJP	Office of Criminal Justice Planning
HS	Human Services	OJP	Office of Justice Programs
HUD	The U.S. Department of Housing and Urban Development	OSHA	Occupational, Safety and Health Administration
ICMA	International City/County Management Association	OTS	Office of Traffic Safety
i.e.	(Latin: id est) that is	PARS	Public Agency Retirement System
IMPR	Improvement	PERS	Public Employee's Retirement System
INC.	Incorporated	PK.	Park
IND	Industrial	PL	Place
ISTEA	Intermodal Surface Transportation Efficiency Act	POP	Problem Oriented Policing
JAG	Justice Assistance Grant Program	POST	Police Officers Standards and Training
JR.	Junior	PRIM	Primary
JT POWERS	Joint Powers	PROG	Program
L.A.	Los Angeles	PROP 127	Proposition 127: 1/2 cents of sales for public safety services (Public Safety Augmentation Fund)
LACDACC	Los Angeles County Department of Animal Care and Control	PROP 40	Proposition 40: California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002
LACoFD	Los Angeles County Fire District		
LLEBG	Bureau of Justice Assistance Local Law Enforcement Block Grant Program	PSI	Progressive Solutions, Inc.
LP	Limited Partnership	PT	Part-time

RCC	Regional Communication Center	STEP	Strategic Traffic Enforcement Program
REC.	Recreation	STEP	Subsidized Transitional Employment Program
RFP	Request for Proposal	STIP	State Transportation Improvement Program
SB	Senate Bill	STPLHG	Surface Transportation Program Local Hazard Grant
S.B.R.P.C.A.	South Bay Regional Public Communications Authority	SUBVN	Subvention
SBWIB	South Bay Workforce Investment Board	SYETP	Summer Youth Employment and Training Program
SCAG	Southern California Association of Governments	TDA	Transportation Development Act
SCAMP	Senior Community Action Meals Program	TEA 21	Transportation Equity Act for the 21st Century
SCAMP HD	Senior Community Action Meals Program-Home Delivered	TECH	Technical
SCIBA	Southern California International Business Academy	TRANS	Tax and Revenue Anticipation Notes
SDA	Service Delivery Area	TRAP	Taskforce For Regional Auto Theft Prevention
SDCC	Senior Day Care Center	TRG	Training
SLESF	Supplemental Law Enforcement Services Fund	TV	Television
SPORTS	Service Providing Opportunities through Recreational Training & Support	UHP	Universal Hiring Program
SR.	Senior	US	United States
ST	Street	USDOJ	U.S. Department of Justice
		WIA	Workforce Investment Act
		WRG	Waste Resources of Gardena
		WOTC	Work Opportunity Tax Credits
		YMCA	Young Men's Christian Association



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 11.B
Section: DEPARTMENTAL
ITEMS - ADMINISTRATIVE
SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: AUTHORIZATION TO BIND EXCESS INSURANCE COVERAGE POLICIES FOR FISCAL YEAR 2021-2022

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve purchase of excess insurance policies

RECOMMENDATION AND STAFF SUMMARY:

Gardena is self-insured for General Liability and Workers Compensation insurance and obtains excess insurance coverage for extraordinary exposures for both, in addition to Commercial Property, Contractor's Equipment insurance, and a crime bond for employees.

Staff annually seeks renewal quotations and works diligently to ensure that adequate coverage is obtained at the best possible price.

This year insurance quotes were obtained through the City's Joint Powers Authority (JPA) PRISM, formerly CSAC-EIA. The quote received from PRISM was an estimated premium of \$1,507,700. Recommended coverage for fiscal year 2021-2022 is outlined below.

Staff recommends that the City Council authorize the purchase of the excess insurance coverage for fiscal year 2021-2022 at a total estimated cost of \$1,507,700 (including a \$92,882 Broker Fee) through the specified carriers and authorize the City Manager to execute documents to bind the insurance policies

Type of Insurance	Insurance Company	Annual Premium	Coverage	Deductible/SIR
Excess Liability (City)	PRISM	\$631,000 (approximate)	\$45,000,000	\$750,000
Excess Workers Comp	PRISM	\$175,000 (approximate)	Statutory Limit	\$750,000
Commercial Property	Alliant	\$165,519	\$100,000,000	\$25,000
Commercial Crime	Alliant	\$2,622	\$1,000,000	\$2,500
Excess Liability (GTrans)	CALTIP	\$385,112	\$25,000,000	\$250,000

Vehicle Physical Damage (GTrans)	CALTIP	\$55,565	\$56,000,000	\$10,000
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FINANCIAL IMPACT/COST:

Proposed budgeted expenditures for fiscal year 2021-2022:

Liability & Workers Compensation Funds	\$954,652
Enterprise Funds	\$553,048
Total for Insurance	\$1,507,700

ATTACHMENTS:

[Agenda Staff Report - Insurance.pdf](#)

APPROVED:



Clint Osorio, City Manager

CITY COUNCIL MEETING

AGENDA STAFF REPORT

AGENDA TITLE: AUTHORIZATION TO BIND EXCESS INSURANCE COVERAGE POLICIES FOR FISCAL YEAR 2021-2022

RECOMMENDATION:

Staff respectfully recommends that Council approve the renewal of excess insurance policies for Fiscal Year 2021-2022 at an estimated total cost of \$1,507,700 as specified in the summary of excess insurance coverage for Fiscal Year 2021-2022. This is an increase of premium of approximately 11.45%. This figure is not reflective of the City's loss history, but rather current market conditions as detailed in the background below.

Background:

In July 2018 the City joined the CSAC-EIA, now known as PRISM, a risk sharing pool of California public agencies, dedicated to controlling losses and providing effective risk management solutions.

Through efforts of PRISM's member entities, the PRISM staff, and its long-term partner, Alliant, PRISM has created risk coverage programs that are stable, secure and flexible. PRISM is recognized as a leader and pioneer in the JPA risk management community. PRISM is the first JPA in California to receive the Government Finance Officers Association's Certificate of Excellence in Financial Reporting since June 30, 1994. Additionally, PRISM has been accredited with excellence continuously since 1989 by the California Association of Joint Powers Authorities (CAJPA).

General liability and vehicle physical damage insurance for GTrans is procured through the California Transit Systems Joint Powers Authority, also known as the California Transit Indemnity Pool (CalTIP). The pool is the result of the cooperative efforts of public transit operators acting collectively to meet their insurance needs. CalTIP was created in 1987 and began providing a liability coverage program for its 12 initial members. Since that time, CalTIP has added a Vehicle Physical Damage Program and has expanded its scope of services to meet the needs of its members.

The insurance market has faced some challenges over the past 24 months. Global catastrophic events and years of low rates have created some instability in the overall marketplace. While there is still capacity in the market, some lines of coverage have been impacted more heavily than others which is a result of reduced profit, large claims payments and historic low rates – the market is currently working on stabilizing itself.

Property

The commercial property market is continuing to go through a market "correction" because losses are significantly eroding their profits. Several carriers are exiting or significantly reducing capacity in areas prone to Natural Catastrophe (CAT). The combination of attritional losses with CAT losses in the past several years is resulting in pricing inflations as well as coverage limitations. Adding insult to injury, many of the CAT losses of 2017 (the worst CAT year in history) and 2018 (the 4th largest loss year) continue to include higher than expected loss development. We saw this carry through 2019 and are seeing it through 2021, especially with the uncertainty with COVID-19. Overall, there has been a decrease in property capacity.

Casualty

Beyond property insurance rates being on the rise, we are beginning to see a significant shift in the liability market as well. This shift is a result of record jury verdicts happening across the country that have increased at a pace none of the underwriting community could have ever planned for. This trend has hit the public sector especially hard. What would have resulted in a \$300,000 award for individuals in years past is going for \$3-\$5 million, if not higher.

Deteriorating loss trends characterized by increased frequency of severity losses has caused markets to exit certain lines of business, reduce their capacity and raise rates considerably, and this is cutting across all industries and classifications regardless of tenure with markets or past loss history. While we are hopeful rates will begin to level off in the latter part of 2021, we don't expect aggressive competition for premium dollars to manifest itself, at least to the degree necessary to begin stabilizing the marketplace. As a consequence, insureds are looking to absorb more risk themselves in order to offset the rate increases.

Workers' Compensation

Workers' Compensation, by contrast, is the lone casualty line in which a competitive market exists for most industries in most states. Workplace injuries continue to decline year over year and loss ratios remain favorable and the majority of states continue to approve rate reductions, however with the effects of COVID-19 in the workplace, rates may begin to rise.

Summary

In summary, the insurance market is changing. The increase in rates and changes to terms and conditions is driven primarily by an increase in losses, but also partly to prepare for future losses. Property rates are increasing 15%-30% for "good" non-cat exposed accounts and much higher for accounts with losses or that are in CAT prone areas. Liability carriers have cut back their willingness to offer high limits but are not giving any reductions for lower limit structures. As we look into the future, much of the volatility of the market will be driven by claims experience and carriers ability to offset claims with investment income. Both of these factors need to improve for stability to return to the insurance marketplace.

SUMMARY OF EXCESS INSURANCE COVERAGE FOR FY 2021-2022:

- Liability insurance for the City will be offered through the CSAC-EIA Program Alternative (PRISM). The total estimated premium for the policy is \$631,000 for \$45,000,000 of coverage with a \$750,000 SIR.
- Liability insurance for GTrans will be offered through the California Transit Indemnity Pool (CalTIP). The total premium for the policy is \$385,112 for \$25,000,000 of coverage with a \$250,000 SIR.
- Excess Workers Compensation will be offered through the CSAC-EIA Program Alternative (PRISM). The total estimated annual premium for the policy is \$175,000.
 - City portion of premium is \$117,250 SIR \$750,000
 - GTrans portion of premium is \$57,750 SIR \$750,000
- Commercial Property insurance (including Contractor's Equipment, Cyber Liability and Pollution) will be offered through the Alliant Property Insurance Program (APIP). The total premium for the policy is \$165,519 for \$100,000,000 of coverage with a \$25,000 deductible.
 - City portion of premium is \$110,898

- GTrans portion of premium is \$ 54,621
- Vehicle Physical Damage insurance for GTrans will be offered through the California Transit Indemnity Pool (CalTIP). The total premium for the policy is \$55,565 for \$56,000,000 of coverage with a \$10,000 deductible.
- Commercial crime insurance will be offered through AIG. The total annual policy premium will be \$2,622 for \$1,000,000 of coverage with a \$2,500 deductible.
- Total estimated insurance premium for fiscal year 2021-2022 is \$1,507,700, which includes a broker's fee of \$92,882.



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 11.C
Section: DEPARTMENTAL
ITEMS - ADMINISTRATIVE
SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6519, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-2022 (GANN LIMIT)

COUNCIL ACTION REQUIRED:

Staff Recommendation: Conduct Public Hearing and Adopt Resolution No. 6519 which establishes the City's Appropriations Limit for Fiscal Year 2021-2022 at \$124,453,358, as required by Article XIII (B) of the California Constitution.

RECOMMENDATION AND STAFF SUMMARY:

In 1979, Proposition 4, known as the Gann Initiative, was approved by the voters. As a result, Article XIII (B) of the state statute (Government Code, Section 7900-10) was enacted and requires that each year thereafter the governing body of each local jurisdiction shall, by resolution, establish its Appropriations Limit for the following year. Proposition 111, approved by the voters in 1990, amended Article XIII (B) further, and council action is necessary to implement the amendments effective for fiscal year 2021-2022. The amendments of Proposition 111 specify that the annual adjustment factor in calculating the Appropriations Limit will be increased by:

- The change in population growth for the City **OR** county, whichever has the higher population growth rate
- The change in California per capita personal income **OR**
- The growth in non-residential assessed valuation due to new construction within the City.

Pursuant to Proposition 111 amendments and upon Council approval, staff has calculated the Fiscal Year 2021-2022 Appropriations Limit using the City's population change and the percentage change in per capita personal income in California.

The Appropriations Limit for Fiscal Year 2021-2022 is \$124,453,358 with appropriations of \$66,865,341 subject to the limit, leaving a remaining appropriations capacity of \$57,588,017. The Appropriations Limit calculation formula is attached as reference (Exhibit A).

Staff recommends that the City Council adopt Resolution No. 6519, which establishes the Gann Limit for Fiscal Year 2021-2022 at \$124,453,358.

FINANCIAL IMPACT/COST:

Appropriations Limit:	\$124,453,358
Funding Source:	All Revenue Sources
Remaining Appropriations Capacity:	\$57,588,017

ATTACHMENTS:

[Resolution 6519 - Gann Limit FY21-22 with Exhibit.pdf](#)

APPROVED:

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

Clint Osorio, City Manager

RESOLUTION NO. 6519

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA,
ESTABLISHING ITS APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-2022

WHEREAS, the Government Code section 7910 requires the City Council to establish its appropriations limit pursuant to Article XIII B of the State Constitution; and

WHEREAS, said appropriations limit for fiscal year 2021-2022 has now been calculated to be \$124,453,358.

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

SECTION 1. That the spending limit calculation for fiscal year 2021-2022 is set forth in "Exhibit A" attached hereto and incorporated herein as if fully set forth. The annual adjustment factors used in making such calculation are the cost of living adjustment – CPI based on the percentage change in California per capita income and the population adjustment based on the annual population change for the City of Gardena.

"The City of Gardena reserves the right to change or revise any growth factors associated with the calculation of the Proposition 111 limit if such changes or revisions would result in a more advantageous appropriations limit."

SECTION 2. That this Resolution shall be effective immediately.

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

Passed, approved, and adopted this 22nd day of June 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

CALCULATION OF THE GANN LIMIT FOR THE CITY OF GARDENA FOR FISCAL YEAR 2021-2022 IN ACCORDANCE WITH PROPOSITION III AND ARTICLE XIII (B)

EXECUTIVE SUMMARY: In November 1979, the voters of California approved Proposition 4, commonly known as the Gann Initiative. This proposition created Article XIII B of the State Constitution placing limits on the amount of revenue that can be appropriated by all government entities in any fiscal year. The legislation mandates all governing bodies including the City of Gardena to annually establish the Appropriations Limit.

FISCAL IMPACT: There is no impact to the City of Gardena budget. The fiscal year 2021-2022 Appropriations Limit is \$124,453,358 and will exceed the estimated General Fund spending plan of \$66,865,341 in an amount of \$57,588,017.

CITY OF GARDENA Appropriations Limit Schedule For the Fiscal Year Ending June 30, 2022

	Amount & Calculation	Source
A. Appropriations Limit Fiscal Year 2020-2021	\$118,470,593	Prior Fiscal Year
B. Calculation Factors:		
1) Population decrease factor - .64% (City of Gardena)	$\frac{-0.64 + 100}{100} = 0.9936$	State Department of Finance
2) Per Capita Cost of Living Change - 5.73%	$\frac{5.73 + 100}{100} = 1.0573$	State Department of Finance
C. Calculated Factor for Fiscal Year 2021-2022	$0.9936 \times 1.0573 = 1.0505$	B(1) x B(2)
D. Appropriations Limit Fiscal Year 2021-2022	$\$118,470,593 \times 1.0505 = \$124,453,358$	A x C
E. Annual Adjustment Increase:	\$5,982,765	D - A

STAFF ANALYSIS:

Appropriations subject to the Limit for the prior fiscal year 2020-2021 totaled \$58,261,955 against the Adopted Limit of \$118,470,593 for that year.

CITY OF GARDENA Calculation on FY 2021-2022 Budget Against FY 2021-2022 Appropriations Limit

FY 2021-2022 Appropriations Limit	\$124,453,358
FY 2021-2022 Adopted Budget Subject to Limit (*)	<u>66,865,341</u>
Remaining Appropriation Capacity (Deficit)	\$57,588,017
Available Capacity as a Percentage of Appropriation Limit	46.2728%
(*) Actual Appropriations Subject to Limit	
Fund# 010 - General Fund FY 2021-2022 Adopted Budget:	\$66,865,341



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 11.D
Section: DEPARTMENTAL
ITEMS - ADMINISTRATIVE
SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6520, ACKNOWLEDGING THE RECEIPT AND FILING OF THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE FISCAL YEAR 2021-2022

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution No. 6520

RECOMMENDATION AND STAFF SUMMARY:

Staff requests that the City Council adopt Resolution No. 6520 approving the City's Investment Policy for Fiscal Year 2021-2022.

City staff completed a review of its Investment Policy to ensure compliance with state and federal statutes, maximizing interest and minimizing risk.

The purpose of the investment policy is to identify various policies and procedures that will foster a prudent and systematic investment program designed to seek the City objectives of safety, liquidity and return on investment through a diversified investment portfolio. The policy also serves to organize and formalize the City's investment related activities. The policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurer's Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

FINANCIAL IMPACT/COST:

N/A

ATTACHMENTS:

[Reso. 6520 Investment Policy 2021-2022.pdf](#)

[City of Gardena-Investment Policy 2021-2022.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

RESOLUTION
NO. 6520

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
GARDENA, CALIFORNIA, ACKNOWLEDGING THE RECEIPT
AND FILING OF THE ANNUAL STATEMENT OF INVESTMENT
POLICY FOR THE FISCAL YEAR 2021-2022

WHEREAS, the Governor of the State of California signed legislation into law effective January 1, 1996 (SB564); and

WHEREAS, this statement is intended to outline the policies for maximizing the efficiency of the City's Cash Management System and for prudent investment of the City's funds, and to provide guidelines for suitable investments.

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

SECTION 1. That the City Treasurer of the City of Gardena declares the annual Statement of Investment Policy for fiscal year 2021-2022 to be as outlined in the City of Gardena's Investment Policy.

SECTION 2. An annual statement of investment policy for the City of Gardena has been filed by the City Treasurer for fiscal year 2021-2022 in compliance with Section 53646(A) (2) of the Government Code of the State of California.

SECTION 3. That this resolution shall be effective immediately upon adoption by the City Council.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this resolution; shall cause the same to be entered among the original resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 22nd day of June 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA , City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

CITY OF GARDENA



INVESTMENT POLICY

JULY 2021

CITY OF GARDENA

INVESTMENT POLICY

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I. INTRODUCTION

The purpose of this investment policy is to identify various policies and procedures that will foster a prudent and systematic investment program designed to seek the City of Gardena objectives of safety, liquidity and return on investment through a diversified investment portfolio. This policy also serves to organize and formalize the City of Gardena's investment-related activities, while complying with all applicable statutes governing the investment of public funds. This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

This investment policy was endorsed and adopted by the City of Gardena's City Council and is effective as of the 1st day of July, 2021, and replaces any previous versions.

II. SCOPE

This policy covers all funds and investment activities under the direct authority of the City of Gardena, as set forth in the State Government Code, Sections 53600 *et seq.*, with the following exceptions:

- Proceeds of debt issuance shall be invested in accordance with the City of Gardena's general investment philosophy as set forth in this policy; however, such proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.
- Any other funds specifically exempted by the City Council.

POOLING OF FUNDS

Except for cash in certain restricted and special funds, the City of Gardena will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. PRUDENCE

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the City of Gardena are trustees and therefore fiduciaries subject to the *Prudent Investor Standard*:

“...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and

diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the Agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.”

The Treasurer and other authorized persons responsible for managing City of Gardena funds acting in accordance with this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes provided that the Treasurer or other authorized persons acted in good faith. Deviations from expectations of a security’s credit or market risk should be reported to the governing body in a timely fashion and appropriate action should be taken to control adverse developments.

IV. OBJECTIVES

The City of Gardena’s overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. The overriding objectives of the program are to preserve principal, provide sufficient liquidity, and manage investment risks, while seeking a market-rate of return.

- **SAFETY.** Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City of Gardena will diversify its investments by investing funds among a variety of securities with independent returns.
- **LIQUIDITY.** The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- **RETURN ON INVESTMENTS.** The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

V. DELEGATION OF AUTHORITY

Authority to manage the City of Gardena’s investment program is derived from California Government Code, Sections 41006 and 53600 *et seq.*

The City Council is responsible for the management of the City of Gardena’s funds, including the administration of this investment policy. Management responsibility for the cash management of the City of Gardena’s funds is hereby delegated to the Treasurer.

The Treasurer, or his/her designee, will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate

officials and employees. Such procedures will include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The City of Gardena may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the City of Gardena's investment portfolio in a manner consistent with the City of Gardena's objectives. External investment advisers may be granted discretion to purchase and sell investment securities in accordance with this investment policy.

The City of Gardena's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City of Gardena recognizes that in a diversified portfolio, occasional measured losses may be inevitable and must be considered within the context of the overall portfolio's return and the cash flow requirements of the City of Gardena.

VI. ETHICS AND CONFLICTS OF INTEREST

All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus, employees and officials involved in the investment process shall refrain from personal business activity that could create a conflict of interest or the appearance of a conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the City Manager, or his/her designee, any material interests in financial institutions with which they conduct business, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the Agency.

VII. INTERNAL CONTROLS

The City Treasurer, or his/her designee, is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the City of Gardena and/or the City Council, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.

VIII. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

To the extent practicable, the Treasurer, or his/her designee, shall endeavor to complete investment transactions using a competitive bid process whenever possible. The City of Gardena's Treasurer, or his/her designee, will determine which financial institutions are authorized to provide investment services to the City of Gardena. It shall be the City of Gardena's policy to purchase securities only from authorized institutions and firms.

The Treasurer shall maintain procedures for establishing a list of authorized broker/dealers and financial institutions which are approved for investment purposes that are selected through a process of due diligence as determined by the City of Gardena. Due inquiry shall determine whether such authorized broker/dealers, and the individuals covering the City of Gardena are reputable and trustworthy, knowledgeable and experienced in Public Agency investing and able to meet all of their financial obligations. These institutions may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

In accordance with Section 53601.5, institutions eligible to transact investment business with the City of Gardena include:

- Primary government dealers as designated by the Federal Reserve Bank and non-primary government dealers.
- Nationally or state-chartered banks.
- The Federal Reserve Bank.
- Direct issuers of securities eligible for purchase.

Selection of financial institutions and broker/dealers authorized to engage in transactions will be at the sole discretion of the City of Gardena, except where the City of Gardena utilizes an external investment adviser in which case the Agency may rely on the adviser for selection.

All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Treasurer with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 *et seq.* and the City of Gardena's investment policy. The Treasurer will conduct an annual review of the financial condition and registrations of such qualified bidders.

Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

Selection of broker/dealers used by an external investment adviser retained by the City of Gardena will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall

be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

IX. AUTHORIZED INVESTMENTS

The City of Gardena's investments are governed by California Government Code, Sections 53600 *et seq.* Within the investments permitted by the Code, the City of Gardena seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. Percentage holding limits listed in this section apply at the time the security is purchased.

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity, and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

1. MUNICIPAL SECURITIES include obligations of the City of Gardena, the State of California and any local agency within the State of California, provided that:

- The securities are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

2. MUNICIPAL SECURITIES (REGISTERED TREASURY NOTES OR BONDS) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

- The securities are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization ("NRSRO").
- No more than 5% of the portfolio may be invested in any single issuer.
- No more than 30% of the portfolio may be in Municipal Securities.
- The maximum maturity does not exceed five (5) years.

3. U.S. TREASURIES and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no

limits on the dollar amount or percentage that the City of Gardena may invest in U.S. Treasuries, provided that:

- The maximum maturity is five (5) years.

4. FEDERAL AGENCIES or United States Government-Sponsored Enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City of Gardena may invest in Federal Agency or Government-Sponsored Enterprises (GSEs), provided that:

- No more than 25% of the portfolio may be invested in any single Agency/GSE issuer.
- The maximum maturity does not exceed five (5) years.
- The maximum percent of agency callable securities in the portfolio will be 20%.

5. BANKER'S ACCEPTANCES, provided that:

- They are issued by institutions which have short-term debt obligations rated "A-1" or its equivalent or better by at least one NRSRO; or long-term debt obligations which are rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- No more than 40% of the portfolio may be invested in Banker's Acceptances.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed 180 days.

6. COMMERCIAL PAPER, provided that:

- The issuer is a corporation organized and operating in the United States with assets in excess of \$500 million.
- The securities are rated "A-1" or its equivalent or better by at least one NRSRO.
- They are issued by corporations which have long-term obligations rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- City of Gardena may purchase no more than 10% of the outstanding commercial paper of any single issuer.
- No more than 25% of the portfolio may be invested in Commercial Paper.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed 270 days.
-

7. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCDs), issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.

- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated “A-1” or its equivalent or better by at least one NRSRO; or long-term obligations rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
 - No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
 - No more than 5% of the portfolio may be invested in any single issuer.
 - The maximum maturity does not exceed five (5) years.
- 8. FEDERALLY INSURED TIME DEPOSITS** (Non-Negotiable Certificates of Deposit) in state or federally chartered banks, savings and loans, or credit unions, provided that:
- The amount per institution is limited to the maximum covered under federal insurance.
 - No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 9. COLLATERALIZED TIME DEPOSITS** (Non-Negotiable Certificates of Deposit) in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law, provided that:
- No more than 20% of the portfolio will be invested in a combination of federally insured and collateralized time deposits.
 - The maximum maturity does not exceed five (5) years.
- 10. CERTIFICATE OF DEPOSIT PLACEMENT SERVICE (CDARS)**, provided that:
- No more than 30% of the total portfolio may be invested in a combination of Certificates of Deposit, including CDARS.
 - The maximum maturity does not exceed five (5) years.
- 11. COLLATERALIZED BANK DEPOSITS.** City of Gardena’s deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651. There are no limits on the dollar amount or percentage that the City of Gardena may invest in collateralized bank deposits.
- 12. STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)**, provided that:
- The City of Gardena may invest up to the maximum amount permitted by LAIF.
 - LAIF’s investments in instruments prohibited by or not specified in the City of Gardena’s policy do not exclude the investment in LAIF itself from the City of Gardena’s list of allowable investments, provided LAIF’s reports allow the Treasurer to adequately judge the risk inherent in LAIF’s portfolio.

13. LOCAL GOVERNMENT INVESTMENT POOLS

- Other LGIPs permitted by client.
- There is no issuer limitation for Local Government Investment Pools

14. CORPORATE MEDIUM TERM NOTES (MTNs), provided that:

- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

15. ASSET-BACKED, MORTGAGE-BACKED, MORTGAGE PASS-THROUGH SECURITIES, AND COLLATERALIZED MORTGAGE OBLIGATIONS, provided that:

- The securities are rated in a rating category of “AA” or its equivalent or better by a NRSRO.
- They are issued by an issuer having long-term debt obligations rated in a rating category of “A” or its equivalent or better by at least one NRSRO.
- No more than 20% of the total portfolio may be invested in these securities.
- No more than 5% of the portfolio may be invested in any single Asset-Backed or Commercial Mortgage security issuer. There is no issuer limitation on any Mortgage security where the issuer is the US Treasury or a Federal Agency/GSE.
- The maximum legal final maturity does not exceed five (5) years.

16. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

- MUTUAL FUNDS** that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:
 1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
 2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years’ experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of \$500 million.
 3. No more than 10% of the total portfolio may be invested in shares of any one mutual fund.
- MONEY MARKET MUTUAL FUNDS** registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:

1. Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
2. Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of \$500 million.
3. No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.

c. No more than 20% of the total portfolio may be invested in these securities.

17. SUPRANATIONALS, provided that:

- Issues are US dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank.
- The securities are rated in a rating category of "AA" or its equivalent or better by a NRSRO.
- No more than 30% of the total portfolio may be invested in these securities.
- No more than 10% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

18. INVESTMENT TRUST OF CALIFORNIA (CalTrust)

- The City may invest in shares issued by CALTRUST in accordance with Section 53601 (p) of the Government Code. CalTrust is a joint power authority created for the benefit of local agencies.

19. LOS ANGELES COUNTY POOLED INVESTMENT FUND (LACPIF)

- The City may invest in shares issued by LACPIF in accordance with Section 53601 (p) of the Government Code. LACPIF is a joint power authority created for the benefit of local agencies.

X. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

- State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
- In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
- No surplus city funds shall be invested in any repurchase agreements, reverse repurchase agreements, derivatives or noncollateralized corporate notes
- Investment in any security that could result in a zero interest accrual if held to maturity is prohibited.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
- Purchasing or selling securities on margin is prohibited.
- The purchase of foreign currency denominated securities is prohibited.

XI. INVESTMENT POOLS/MUTUAL FUNDS

The City of Gardena shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Treasurer shall develop a questionnaire which will answer the following general questions:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

XII. COLLATERALIZATION

CERTIFICATES OF DEPOSIT (CDs). The City of Gardena shall require any commercial bank or savings and loan association to deposit eligible securities with an agency of a depository approved by the State Banking Department to secure any uninsured portion of a Non-Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code, Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

COLLATERALIZATION OF BANK DEPOSITS. This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The City of Gardena shall require any bank or financial institution to comply with the collateralization criteria defined in California Government Code, Section 53651.

XIII. DELIVERY, SAFEKEEPING AND CUSTODY

DELIVERY-VERSUS-PAYMENT (DVP). All investment transactions shall be conducted on a delivery-versus-payment basis.

SAFEKEEPING AND CUSTODY. To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the City of Gardena's portfolio shall be held in safekeeping in the City of Gardena's name by a third party custodian, acting as agent for the City of Gardena under the terms of a custody agreement executed by the bank and the City of Gardena. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the City

of Gardena from the custodian listing all securities held in safekeeping with current market data and other information.

The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money mutual funds, since the purchased securities are not deliverable.

XIV. MAXIMUM MATURITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The City of Gardena will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the City Council has by resolution granted authority to make such an investment.

XV. RISK MANAGEMENT AND DIVERSIFICATION

MITIGATING CREDIT RISK IN THE PORTFOLIO

Credit risk is the risk that a security or a portfolio will lose some or all of its value due to a real or perceived change in the ability of the issuer to repay its debt. The City of Gardena will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the “Authorized Investments” section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- The City of Gardena may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or City of Gardena’s risk preferences.
- If securities owned by the City of Gardena are downgraded by an NRSRO to a level below the quality required by this investment policy, it will be the City of Gardena’s policy to review the credit situation and make a determination as to whether to sell or retain such securities in the portfolio.
 - If a security is downgraded, the Treasurer will use discretion in determining whether to sell or hold the security based on its current maturity, the economic outlook for the issuer, and other relevant factors.
 - If a decision is made to retain a downgraded security in the portfolio, its presence in the portfolio will be monitored and reported monthly to the City Council.

MITIGATING MARKET RISK IN THE PORTFOLIO

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City of Gardena recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City of Gardena will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

The City of Gardena further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City of Gardena, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City of Gardena will maintain a minimum of six months of budgeted operating expenditures in short term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City of Gardena based on the City of Gardena's investment objectives, constraints and risk tolerances.

XVI. REVIEW OF INVESTMENT PORTFOLIO

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish protocols for reporting major and critical incidences of noncompliance to the City Council.

XVII. PERFORMANCE EVALUATION

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City of Gardena's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

XVIII. REPORTING

MONTHLY REPORTS

Monthly transaction reports will be submitted by the Treasurer to the City Council within 30 days of the end of the reporting period in accordance with California Government Code Section 53607.

QUARTERLY REPORTS

The Treasurer will submit a quarterly investment report to the City Council which provides full disclosure of the City of Gardena's investment activities within 30 days after the end of the quarter. These reports will disclose, at a minimum, the following information about the City of Gardena's portfolio:

1. An asset listing showing par value, cost and independent third-party fair market value of each security as of the date of the report, the source of the valuation, type of investment, issuer, maturity date, interest rate and interest rate.
2. Transactions for the period.
3. A description of the funds, investments and programs (including lending programs) managed by contracted parties (i.e. LAIF; investment pools, outside money managers and securities lending agents)
4. A one-page summary report that shows:
 - a. Average maturity of the portfolio and modified duration of the portfolio;
 - b. Maturity distribution of the portfolio;
 - c. Percentage of the portfolio represented by each investment category;
 - d. Average portfolio credit quality; and,
 - e. Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months and since inception compared to the City of Gardena's market benchmark returns for the same periods;
5. A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
6. A statement that the City of Gardena has adequate funds to meet its cash flow requirements for the next six months.

ANNUAL REPORTS

A comprehensive annual report will be presented to the Governing Board. This report will include comparisons of the City of Gardena's return to the market benchmark return, suggest policies and improvements that might enhance the investment program, and will include an investment plan for the coming year.

XIX. REVIEW OF INVESTMENT POLICY

The investment policy will be reviewed and adopted at least annually within 120 days of the end of the fiscal year, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

Any recommended modifications or amendments shall be presented by Staff to the City Council for their consideration and adoption.

Prepared by:

Clint Osorio
City Manager

Approved:



Carmen Vasquez
City Attorney

Approved:

Tasha Cerda, Mayor
City Council

Date:



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 12.A
Section: DEPARTMENTAL
ITEMS - COMMUNITY
DEVELOPMENT
Meeting Date: June 22, 2021

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

AGENDA TITLE: PUBLIC HEARING: CONDITIONAL USE PERMIT #3-20

APPLICANTS: HAPPINESS GARDEN, SUSUMU ANODA, BRENT FRASER

COUNCIL ACTION REQUIRED:

Staff Recommendation:

1. Approve the conditional use permit as approved by the Planning Commission; or
2. Approve the conditional use permit with additional conditions; or
3. Deny the conditional use permit.

RECOMMENDATION AND STAFF SUMMARY:

On November 5, 2020, the applicant, Happiness Garden represented by Susumu Anoda and Brent Fraser, submitted an application for a conditional use permit to allow a church use in a High-Density Multiple-Family Residential zone (R-4) located at 15640 S. Normandie Avenue. The applicant is requesting a spiritual healing and worship sanctuary for Happiness Garden – Kofukuen (HGK), which practices healing based on Shinto and Buddhist spiritual beliefs. HGK is a branch ministry of Sacramental Life Churches, Inc. (SLC), which is a nonprofit religious organization. Practices include guided meditation, yoga, reiki healing, prayer rites, chakra work, sacred sound, and aroma blessings.

On May 18, 2021, the Planning and Environmental Quality Commission held a public hearing and voted 3-2 to approve Conditional Use Permit #3-20. On May 25, 2021, Mayor Pro Tem Tanaka called the item for review by the City Council. The public hearing notice was published in the Gardena Valley News and mailed first class to owners and occupants within a 300-foot radius of the site on June 10, 2021.

FINANCIAL IMPACT/COST:

ATTACHMENTS:

[CC Staff Report Packet - Happiness Garden.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



City of Gardena City Council Meeting

Agenda Item No.: 12.A.
Department: Community Development
Meeting Date: 06/22/2021

AGENDA STAFF REPORT

AGENDA TITLE: **PUBLIC HEARING:** Conditional Use Permit #3-20 (Happiness Garden, Susumu Anoda, Brent Fraser) (APNs: 6113-002-018)

RECOMMENDATION:

Staff respectfully recommends that Council:

1. Conduct a Public Hearing;
2. Receive testimony from the public; and
3. Make a decision on the conditional use permit, providing direction to staff to bring back an appropriate resolution at the next meeting.

BACKGROUND:

On November 5, 2020, the applicant, Happiness Garden represented by Susumu Anoda and Brent Fraser, submitted an application for a conditional use permit to allow a church use in a High-Density Multiple-Family Residential zone (R-4) located at 15640 S. Normandie Avenue. The applicant is requesting a spiritual healing and worship sanctuary for Happiness Garden – Kofukuen (HGK), which practices healing based on Shinto and Buddhist spiritual beliefs. HGK is a branch ministry of Sacramental Life Churches, Inc. (SLC), which is a nonprofit religious organization. Practices include guided meditation, yoga, reiki healing, prayer rites, chakra work, sacred sound, and aroma blessings.

On May 18, 2021, the Planning and Environmental Quality Commission held a public hearing and voted 3-2 to approve Conditional Use Permit #3-20. On May 25, 2021, Mayor Pro Tem Tanaka called the item for review by the City Council.

PROJECT SETTING:

The project is located within the central area of the City at the northeastern corner of Normandie and Magnolia avenues (Figure 1: Vicinity Map). The property is zoned R-4 (High Density Multiple-Family Residential) and is bounded by properties zoned R-4 to the north, east, and west and properties zoned R-3 (Medium Density Multiple-Family Residential) to the south, as shown on Figure 2: Zoning Map.

Figure 1: Vicinity Map

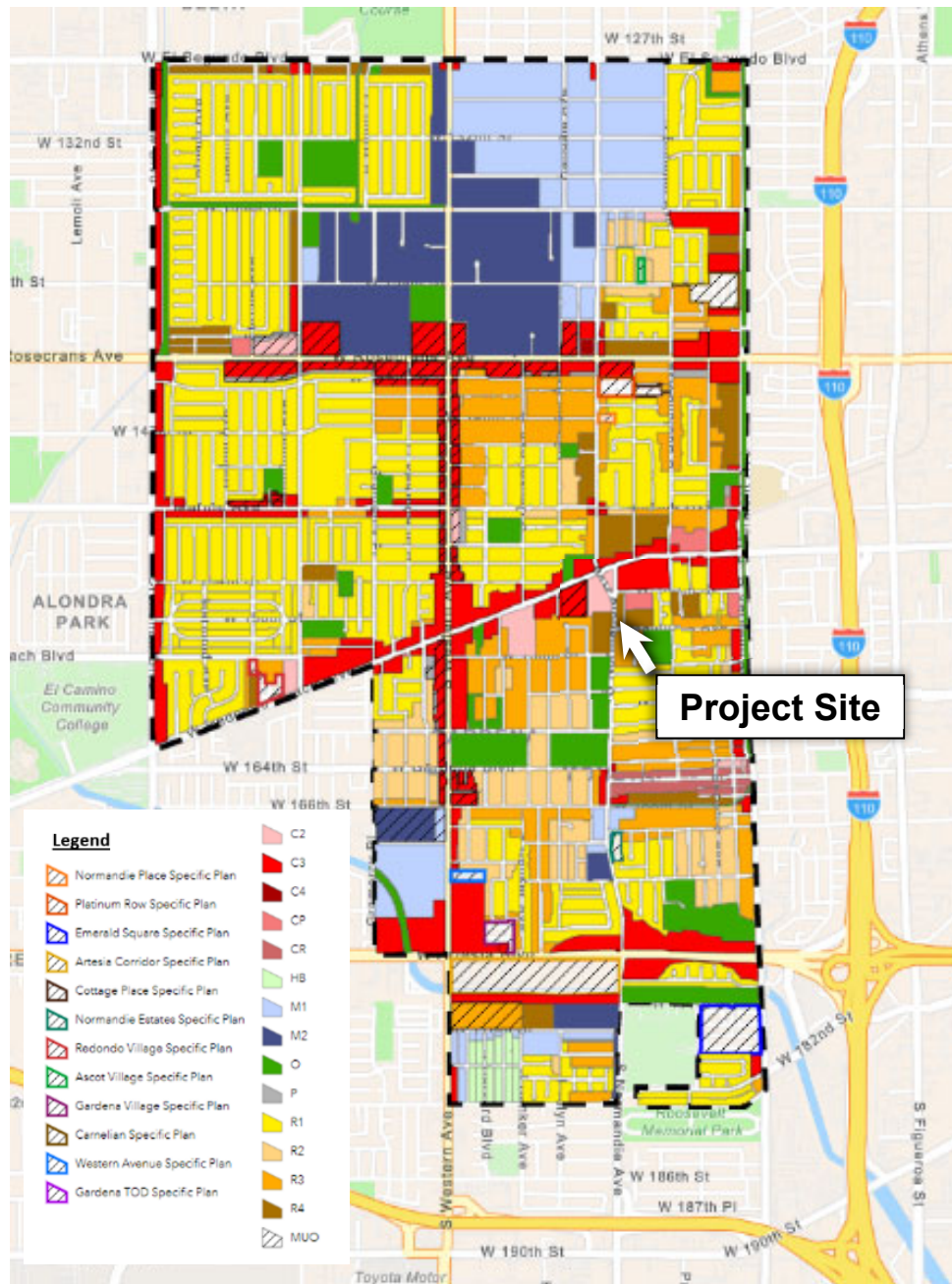


Figure 2: Zoning Map

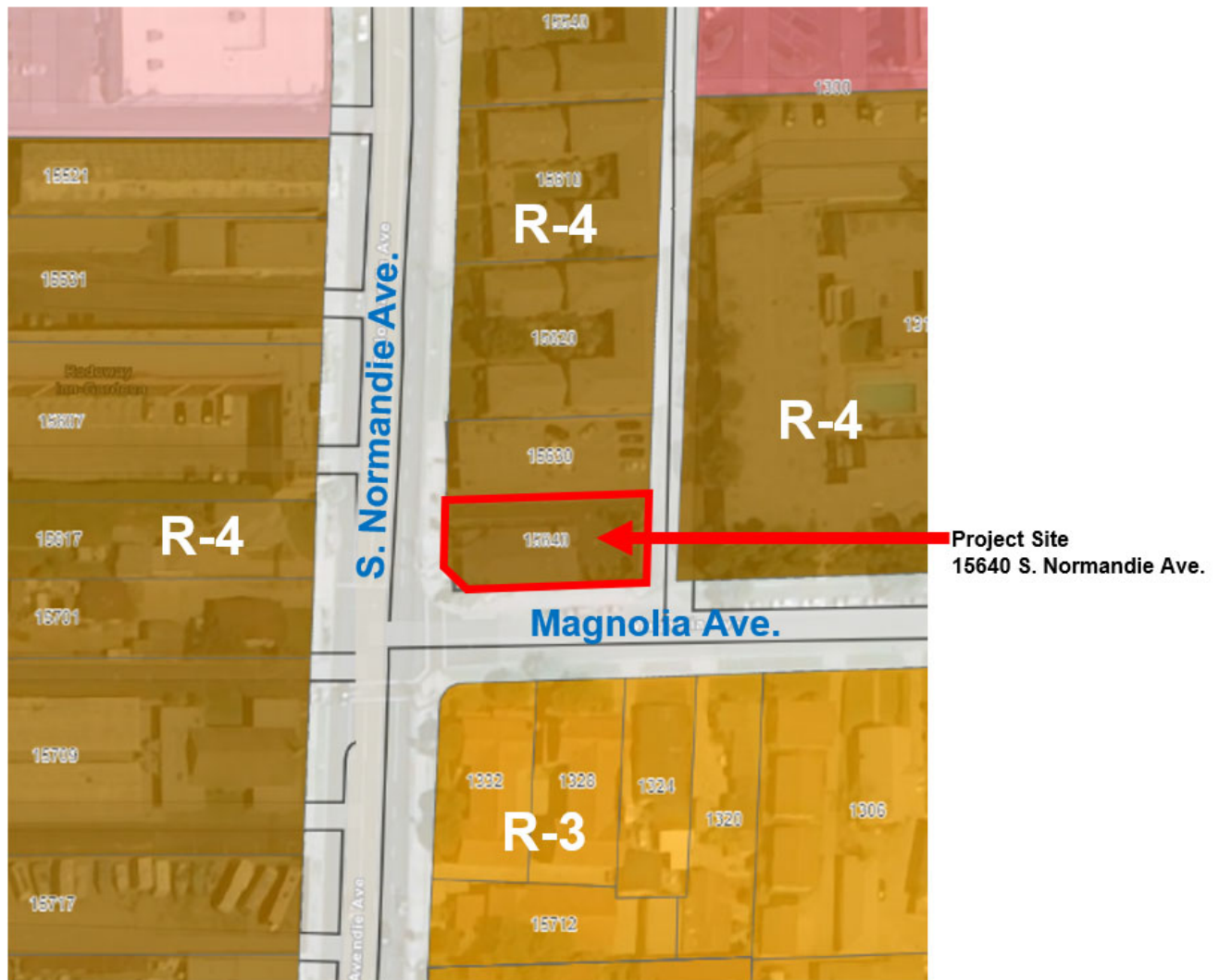
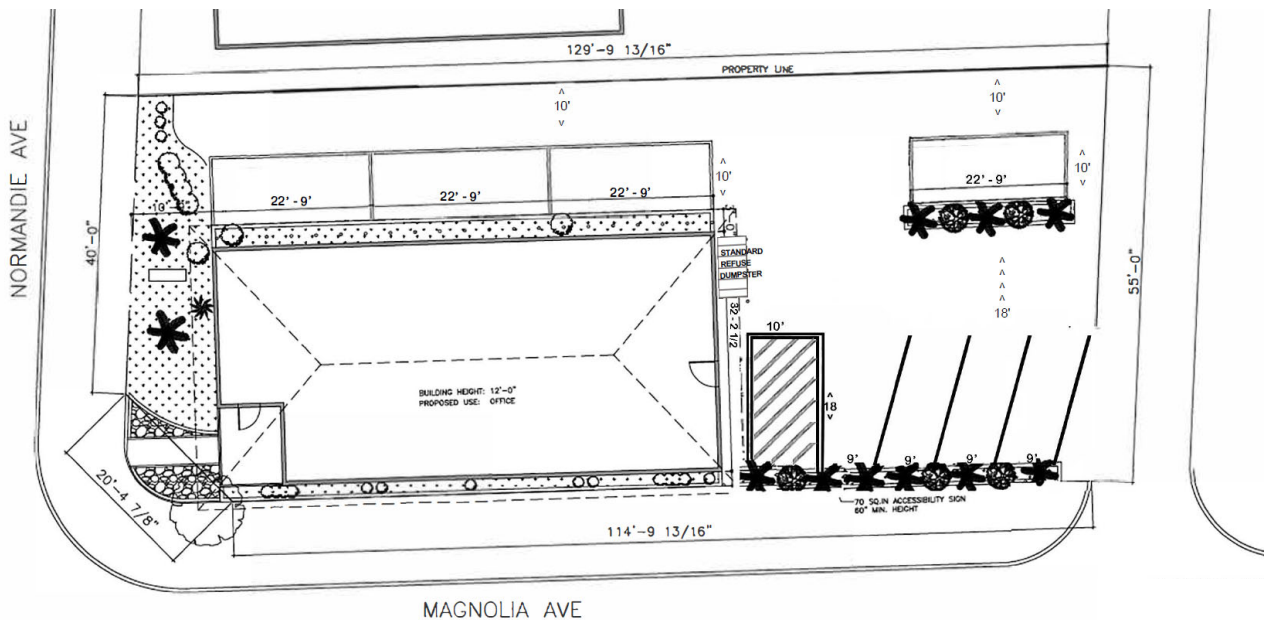


Figure 3: Aerial of Site



Figure 4: Site Plan



PROJECT DESCRIPTION:

The applicant is requesting a spiritual healing and worship sanctuary for Happiness Garden – Kofukuen (HGK), which practices healing based on Shinto and Buddhist spiritual beliefs. HGK is a branch ministry of Sacramental Life Churches, Inc. (SLC), which is a nonprofit religious organization. Practices include guided meditation, yoga, reiki healing, prayer rites, chakra work, sacred sound, and aroma blessings.

HGK will serve groups of about eight to nine people in their beliefs and spiritual practices guided by four individual practitioners or ministers. Services are offered every day from 10 a.m. to 7:30 p.m. HGK aims to serve the community through charitable work, spiritual counseling, and spiritual fellowship. The doctrines for SLC and HGK hold to ancient rituals revering cannabis and all its derivations from the flowers to its oil, salve, edibles, tincture and tonics. HGK is sustained through donations and tithing.

The designated sanctuary measures approximately 250 square feet, including three fixed pews (Figure 5: Establishment's Floor Plan). The front entrance leads to the member reception area and the receptionist's desk. The property has eight parking spaces, including one accessible space as shown in the site plan (Figure 4: Site Plan).

Figure 5: Establishment's Floor Plan

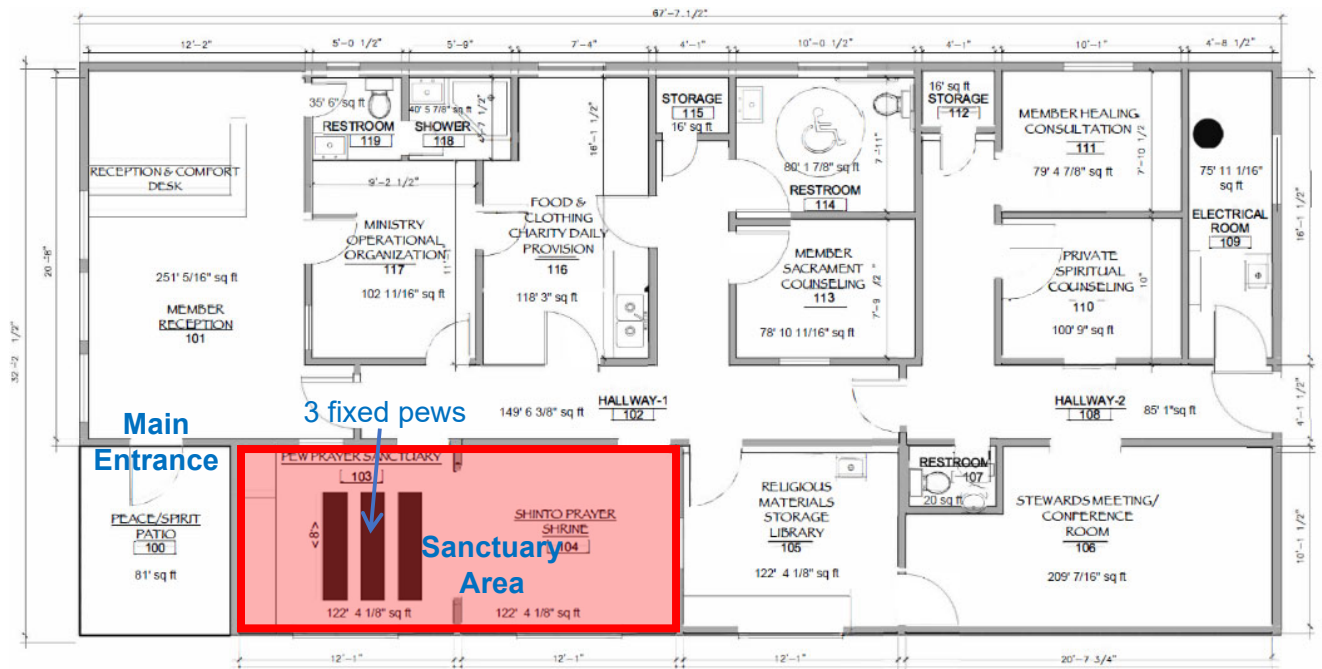


Figure 6: Reception Area



Figure 7: Sanctuary Area



ANALYSIS:

CONDITIONAL USE PERMIT:

Pursuant to Section 18.12.030 of the GMC, a conditional use permit is required for a church located in a residential zone.

Pursuant to Section 18.46.040.E(5), in determining whether to issue or deny a conditional use permit, the Planning Commission shall consider the following:

- a. The nature of the proposed use;*
Religious institutions are permitted in the R-4 zone with approval of a conditional use permit.
- b. The compatibility of the proposed use with the surrounding area and land uses;*
Religious institutions are inherently compatible in all residential zones and require a CUP primarily to address unique impacts, which are typically traffic and parking-related. The use meets the City's parking requirement by providing eight parking spaces. Per GMC Section 18.40.040, a church with a 250-square-foot sanctuary is required to have seven parking spaces. Thus, traffic and parking-related impacts are expected to be minimal and the use is expected to be compatible with the surrounding area and land uses.
- c. The distance between the proposed use and residential areas, schools, houses of worship, and parks;*
The proposed use is considered a sensitive use in a residential area and would be compatible to residences and other sensitive uses. The closest school is Sellery Elementary School approximately 360 feet to the east. The closest church is approximately 90 feet to the southwest across Normandie Avenue. Mas Fukai Park is the closest park located over 500 feet to the southwest. The use will not conflict with any of the schools, parks, or other sensitive houses of worship in the area.
- d. The number of similar uses in the surrounding area and the distances between such uses and the proposed use;*
The closest religious institution is 90 feet to the southwest across Normandie Avenue. Parking is not expected to be an issue as this church provides its own parking. On-street parking is not available on Normandie Avenue.
- e. The input of persons residing in the community regarding the proposed use and the community opposition;*
The item has been advertised in the Gardena Valley News and notices have been sent to owners and occupants within 300 feet of the subject property. Written correspondences will be forwarded to the Planning Commission prior to the meeting. Speakers will be allowed to participate at the public hearing.
- f. The cumulative effect of the proposed use in the community;*
The cumulative effect will not be known until after the church operates and impacts can be observed.

- g. Whether, under the circumstances of the particular application, the establishment and maintenance or operation of the use or building will be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the city;*

The applicant selected the building and location as an appropriate fit for the use. Tenant improvements will be made in compliance with required building, plumbing, electrical, mechanical, and fire codes. Thus, the health, safety, and general welfare of the neighborhood will not be impacted.

- h. Such other factors as the commission deems relevant and any other factors related to any of the factors set forth in this subsection E(5); and*

The Commission may discuss other factors relevant to its decision at the public hearing.

- i. Failure to satisfy any of the criteria set forth in this subsection E(5) can constitute the basis for the denial of a conditional use permit.*

Findings can be made to support the d use. As such, a resolution of approval has been prepared for the consideration of the Planning Commission.

PARKING:

Pursuant to GMC Section 18.40.040, the parking requirement for a church is as follows:

Table 1: Parking Calculation

Requirement for Churches	Sanctuary Area	Parking Required	Parking Proposed
1 sp. per 3 fixed seats, or 1 sp. per 35 SF of gross sanctuary area if there are no fixed seats	250 SF	7	8

Although pews will provide seating for up to 15 people, calculating parking based on fixed seats would result in only five parking spaces, which is lower than the calculation using the gross sanctuary area as shown in Table 1.

The applicant proposes the northern three parallel parking spaces to be used for staff only due to the difficulty in access. Historical photos show this area has always been nonconforming so no matter how the three spaces are configured, maneuvering will always be difficult.

NEIGHBORHOOD CIRCULATION:

Pedestrian access to the subject property is provided by sidewalks along Normandie Avenue and Magnolia Avenue. Vehicle access to the subject property is provided via an alley in the rear that connects to Magnolia Avenue. No vehicular access is provided directly onto Normandie Avenue.

The Circulation Plan, which is part of the Community Development Element of the Gardena General Plan, designates Normandie Avenue as a major collector roadway. Major collector roadways are designed to serve as an intermediate route between collector and arterial roadways. The applicant's request is not expected to attract excessive traffic that would ultimately affect the circulation in the area. Staff does not foresee any adverse traffic impacts to adjacent roadways.

TREE REMOVAL:

There is a mature tree in the front of the property that is damaging the public sidewalk and creating a hazard. A condition of approval is included that the tree be removed and replaced with some other landscape feature. However, rectifying the problem is not contingent upon CUP approval.

GENERAL PLAN CONSISTENCY:

The project is consistent with various goals and policies set forth in the Gardena General Plan. The General Plan designates the subject property as a High Residential land use, which permits residential uses and conditionally permits nonresidential uses such as churches. Thus, the project is consistent with the R-4 zone and the High Residential land use designation with approval of this conditional use permit.

The project is consistent with Land Use Policy 2.3: *Encourage a balanced distribution of neighborhood commercial development throughout the City.*

The project makes use of a legal nonconforming building by providing a use that will be consistent with the surrounding neighborhood and operation is expected to occur primary during daylight hours.

ENVIRONMENTAL IMPLICATIONS:

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301, Existing Facilities, which exempts operations in existing facilities from the provisions of CEQA. The building in which the project will take place, already exists and minimal alterations to the interior and exterior will occur.

The project is not subject to any of the exceptions to the exemptions under Section 15300.2 of the California Environmental Quality Act. The cumulative impact of a new church is not considered significant. The project is not located along any state designated scenic highway nor within any designated hazardous waste site. The building where the church will operate is not considered a significant historical structure by any governmental body. Staff does not expect any significant impacts or unusual circumstances related to the approval of this project.

Therefore, the project is categorically exempt from CEQA.

NOTICING:

The public hearing notice was published in the Gardena Valley News and mailed first class to owners and occupants within a 300-foot radius of the site on June 10, 2021. A copy of Proof of Publication and Affidavit of Mailing are on file in the office of the Community Development Department Room 101, City Hall and are considered part of the administrative record.

IN CONCLUSION, Staff respectfully recommends that Council take one of the following actions:

- 1) Approve the conditional use permit as approved by the Planning Commission; or
- 2) Approve the conditional use permit with additional conditions; or
- 3) Deny the conditional use permit.

Submitted by: John F. Signo, AICP

Date: June 17, 2021

Attachments

- 1) Planning Commission staff report dated May 18, 2021, without attachments
- 2) Planning Commission Resolution No. PC 6-21
 - a. Exhibit A – Conditions of Approval
 - b. Exhibit B – Development Plans
- 3) Applicant's Correspondence

ATTACHMENT 1

CITY OF GARDENA
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION
STAFF REPORT

RESOLUTION NO. PC 6-21
CONDITIONAL USE PERMIT #3-20
AGENDA ITEM #5.B

DATE: May 18, 2021

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

FROM: Gregg McClain, Acting Community Development Director

CASE PLANNER: John F. Signo, AICP, Senior Planner

APPLICANTS: Happiness Garden, Susumu Anoda, Brent Fraser

LOCATION: 15640 S. Normandie Avenue (APN: 6113-002-018)

REQUEST: A request for a conditional use permit, per section 18.12.030.B of the Gardena Municipal Code, to allow a church in a residential zone (R-4) and direct staff to file a Notice of Exemption.

BACKGROUND

On November 5, 2020, the applicant, Happiness Garden represented by Susumu Anoda and Brent Fraser, submitted an application for a conditional use permit to allow a church use in a High-Density Multiple-Family Residential zone (R-4) located at 15640 S. Normandie Avenue. The existing 2,096-square-foot standalone building was built in 1955 and was last used as a physical therapy office.

The office building on the subject property is nonconforming and any new use would have to comply with the requirements of the R-4 zone found in Section 18.18.010 of the Gardena Municipal Code (GMC). Under this section all uses permitted and conditionally permitted in the R-1, R-2, and R-3 zones are permitted in the same manner. Pursuant to GMC Section 18.12.030, which pertains to the R-1 zone, a church and related facilities are permitted subject to a conditional use permit.

PROJECT SETTING

The project is located within the central area of the City at the northeastern corner of Normandie and Magnolia avenues (Figure 1: Vicinity Map). The property is zoned R-4 (High Density Multiple-Family Residential) and is bounded by properties zoned R-4 to the north, east, and west and properties zoned R-3 (Medium Density Multiple-Family Residential) to the south, as shown on Figure 2: Zoning Map.

Figure 1: Vicinity Map

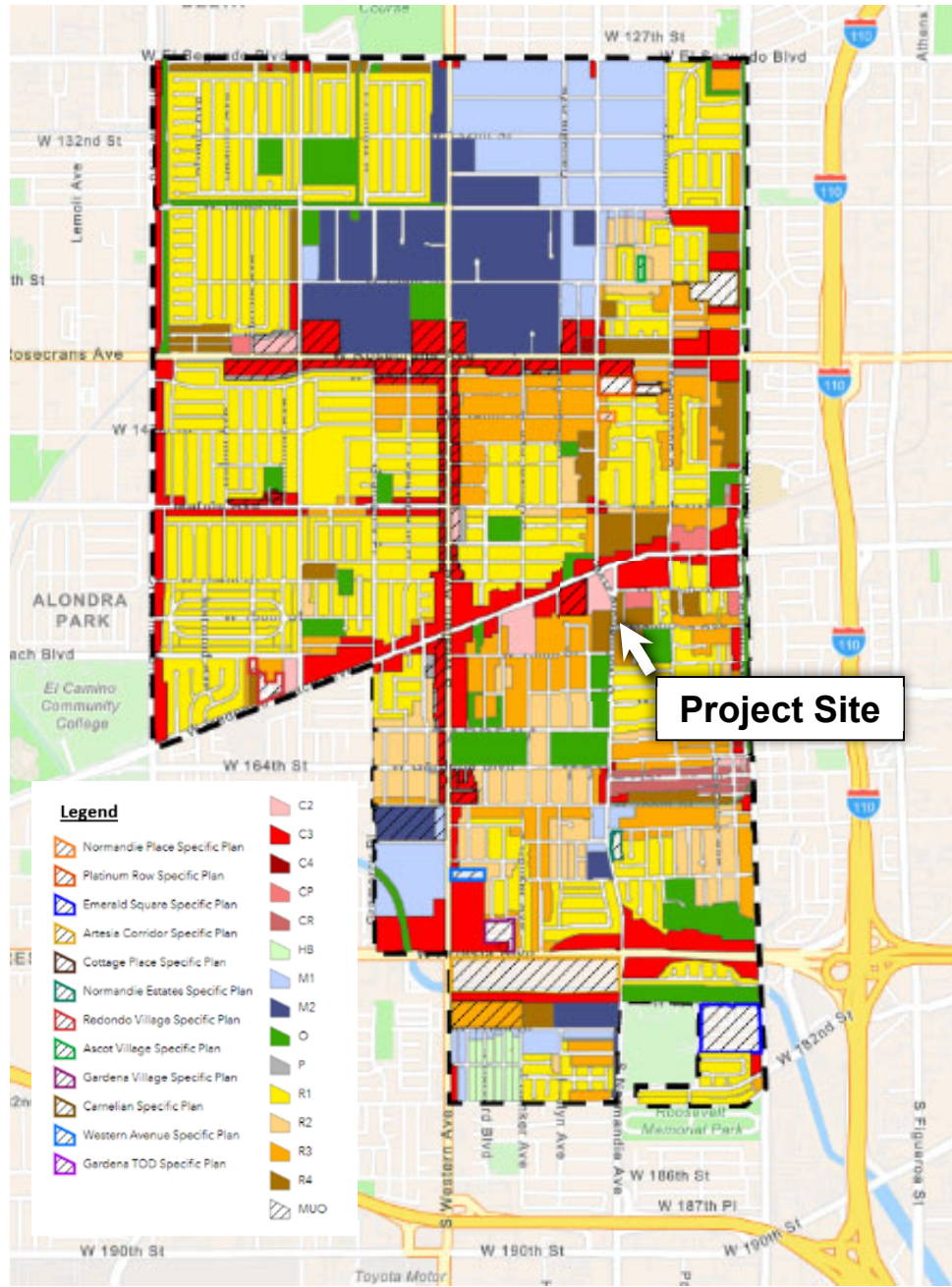


Figure 2: Zoning Map

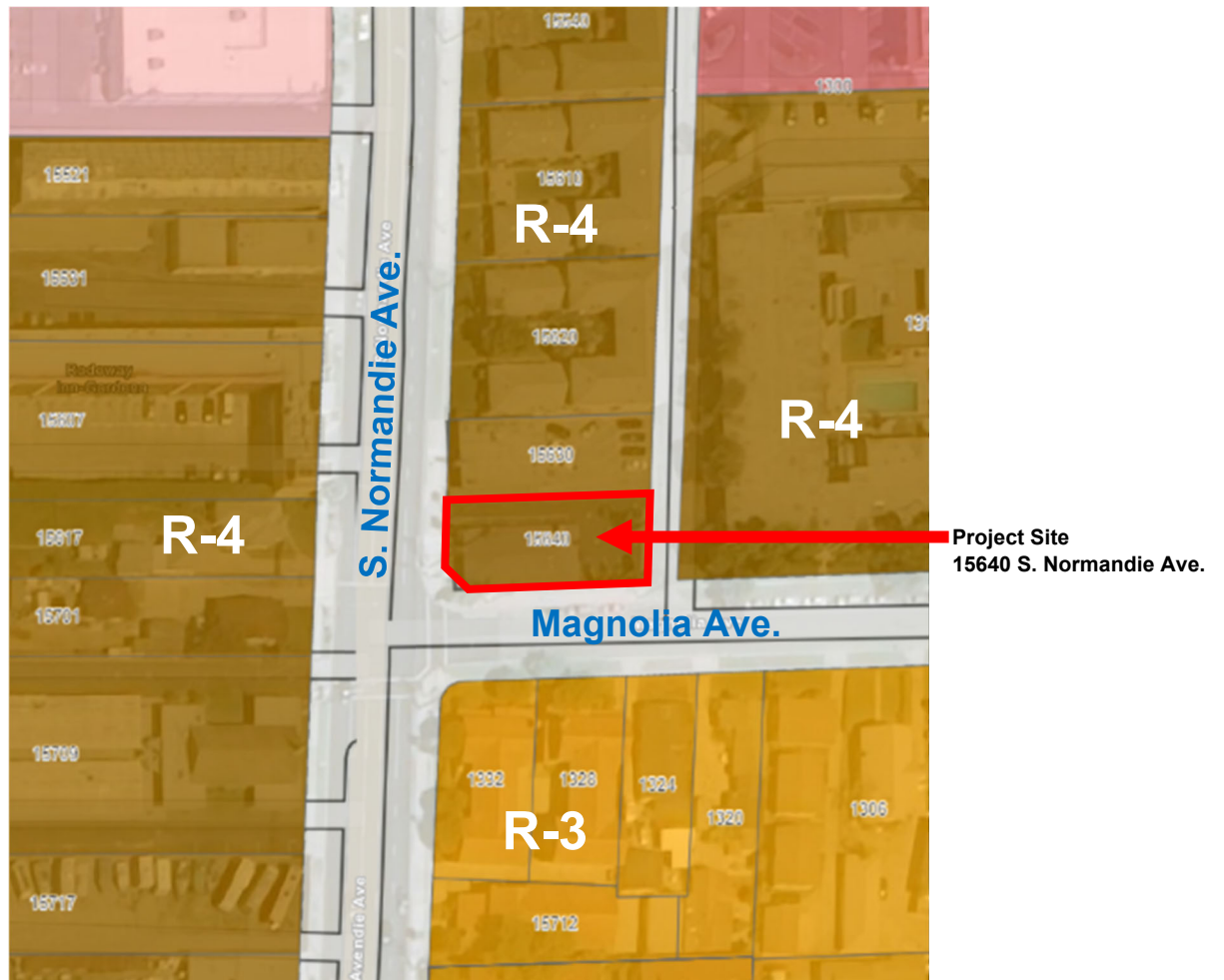
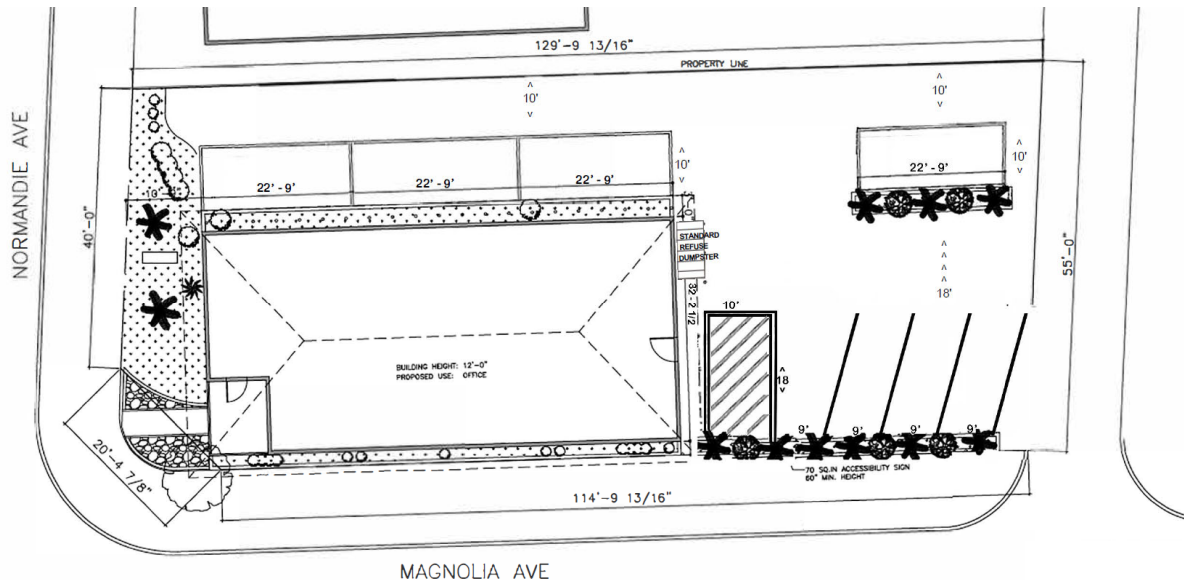


Figure 3: Aerial of Site



Figure 4: Site Plan



PROJECT DESCRIPTION

The applicant is requesting a spiritual healing and worship sanctuary for Happiness Garden – Kofukuen (HGK), which practices healing based on Shinto and Buddhist spiritual beliefs. HGK is a branch ministry of Sacramental Life Churches, Inc. (SLC), which is a nonprofit religious organization. Practices include guided meditation, yoga, reiki healing, prayer rites, chakra work, sacred sound, and aroma blessings.

HGK will serve groups of about eight to nine people in their beliefs and spiritual practices guided by four individual practitioners or ministers. Services are offered every day from 10 a.m. to 7:30 p.m. HGK aims to serve the community through charitable work, spiritual counseling, and spiritual fellowship. The doctrines for SLC and HGK hold to ancient rituals revering cannabis and all its derivations from the flowers to its oil, salve, edibles, tincture and tonics. HGK is sustained through donations and tithing.

The designated sanctuary measures approximately 250 square feet, including three fixed pews. According to the Building Official, based on the California Building Code the total number of people that can fit in the sanctuary is 39 people, including 15 seated occupants in the pews and 24 standing persons. However, the applicant states a maximum of nine people would be in the building at any given time (Figure 5: Establishment's Floor Plan). The front entrance leads to the member reception area and the receptionist's desk. The property has eight parking spaces, including one accessible space as shown in the site plan (Figure 4: Site Plan).

Figure 5: Establishment's Floor Plan

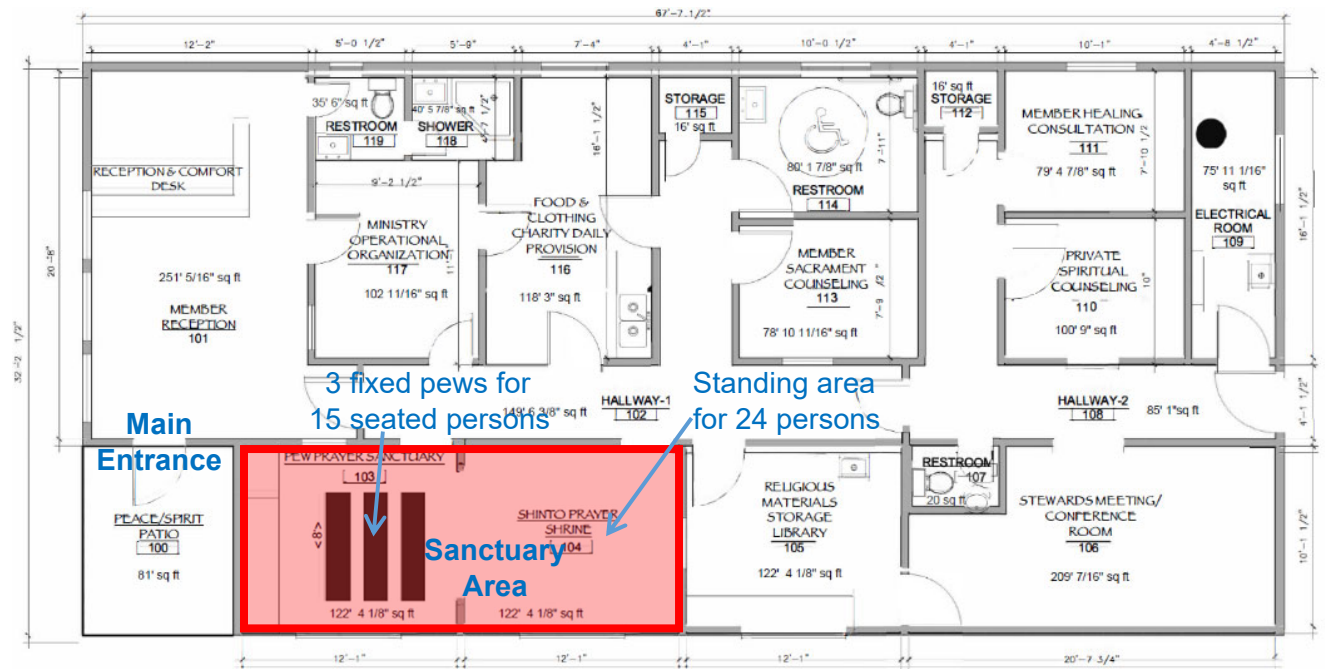


Figure 6: Reception Area



Figure 7: Sanctuary Area



ANALYSIS

CONDITIONAL USE PERMIT

Pursuant to Section 18.12.030 of the GMC, a conditional use permit is required for a church located in a residential zone. The applicant claims that as a nonprofit religious organization its beliefs are federally protected by constitutional provisions for all minority and majority religions and worship centers.

Pursuant to Section 18.46.040.E(5), in determining whether to issue or deny a conditional use permit, the Planning Commission shall consider the following:

- a. *The nature of the proposed use;*
Religious institutions are permitted in the R-4 zone with approval of a conditional use permit.
- b. *The compatibility of the proposed use with the surrounding area and land uses;*
Religious institutions are inherently compatible in all residential zones and require a CUP primarily to address unique impacts, which are typically traffic and parking-related. The proposed use will have small gatherings and no more than nine people are expected in the building at any given time. Thus, traffic and parking-related impacts are expected to be minimal and the use is expected to be compatible with the surrounding area and land uses.
- c. *The distance between the proposed use and residential areas, schools, houses of worship, and parks;*
The proposed use is considered a sensitive use in a residential area and would be compatible to residences and other sensitive uses. The closest school is Sellery Elementary School approximately 360 feet to the east. The closest church is approximately 90 feet to the southwest across Normandie Avenue. Mas Fukai Park is the closest park located over 500 feet to the southwest. The proposed use will not conflict with any of the schools, parks, or other sensitive houses of worship in the area.
- d. *The number of similar uses in the surrounding area and the distances between such uses and the proposed use;*
The closest religious institution is 90 feet to the southwest across Normandie Avenue. Parking is not expected to be an issue as this church provides its own parking. On-street parking is not available on Normandie Avenue.
- e. *The input of persons residing in the community regarding the proposed use and the community opposition;*
The item has been advertised in the Gardena Valley News and notices have been sent to owners and occupants within 300 feet of the subject property. Written correspondences will be forwarded to the Planning Commission prior to the meeting. Speakers will be allowed to participate at the public hearing.
- f. *The cumulative effect of the proposed use in the community;*
The cumulative effect will not be known until after the church operates and impacts can be observed.

- g. *Whether, under the circumstances of the particular application, the establishment and maintenance or operation of the use or building will be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the city;*

The applicant selected the building and location as an appropriate fit for the use. Tenant improvements will be made in compliance with required building, plumbing, electrical, mechanical, and fire codes. Thus, the health, safety, and general welfare of the neighborhood will not be impacted.

- h. *Such other factors as the commission deems relevant and any other factors related to any of the factors set forth in this subsection E(5); and*

The Commission may discuss other factors relevant to its decision at the public hearing.

- i. *Failure to satisfy any of the criteria set forth in this subsection E(5) can constitute the basis for the denial of a conditional use permit.*

Findings can be made to support the proposed use. As such, a resolution of approval has been prepared for the consideration of the Planning Commission.

PARKING

Pursuant to GMC Section 18.40.040, the parking requirement for a church is as follows:

Table 1: Parking Calculation

Requirement for Churches	Sanctuary Area	Parking Required	Parking Proposed
1 sp. per 3 fixed seats, or 1 sp. per 35 SF of gross sanctuary area if there are no fixed seats	250 SF	7	8

Although pews will provide seating for up to 15 people, calculating parking based on fixed seats would result in only five parking spaces, which is lower than the calculation using the gross sanctuary area as shown in Table 1.

According to the applicant there will be a maximum of nine people inside the building at any given time so eight parking spaces is adequate to accommodate the use. Additionally, the applicant proposes the northern three parallel parking spaces, which are nonconforming, to be used for staff only. Historical photos show this area has always been nonconforming so no matter how the three spaces are configured, maneuvering will always be difficult.

NEIGHBORHOOD CIRCULATION

Pedestrian access to the subject property is provided by sidewalks along Normandie Avenue and Magnolia Avenue. Vehicle access to the subject property is provided via an alley in the rear that connects to Magnolia Avenue. No vehicular access is provided directly onto Normandie Avenue.

The Circulation Plan, which is part of the Community Development Element of the Gardena General Plan, designates Normandie Avenue as a major collector roadway. Major collector roadways are designed to serve as an intermediate route between collector and arterial roadways. The applicant's request is not expected to attract excessive traffic that would ultimately affect the circulation in the area. Staff does not foresee any adverse traffic impacts to adjacent roadways.

TREE REMOVAL

There is a mature tree in the front of the property that is damaging the public sidewalk and creating a hazard. A condition of approval is included that the tree be removed and replaced with some other landscape feature. However, rectifying the problem is not contingent upon CUP approval.

GENERAL PLAN AND ZONING CONSISTENCY

The proposed project is consistent with various goals and policies set forth in the Gardena General Plan. The General Plan designates the subject property as a High Residential land use, which permits residential uses and conditionally permits nonresidential uses such as churches. Thus, the project is consistent with the R-4 zone and the High Residential land use designation with approval of this conditional use permit.

The project is consistent with Land Use Policy 2.3: *Encourage a balanced distribution of neighborhood commercial development throughout the City.*

The project makes use of a legal nonconforming building by providing a use that will be consistent with the surrounding neighborhood and operation is expected to occur primary during daylight hours.

ENVIRONMENTAL IMPLICATIONS

The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15301, Existing Facilities, which exempts operations in existing facilities from the provisions of CEQA. The building in which the proposed project will take place, already exists and minimal alterations to the interior and exterior will occur.

The project is not subject to any of the exceptions to the exemptions under Section 15300.2 of the California Environmental Quality Act. The cumulative impact of a new

church is not considered significant. The project is not located along any state designated scenic highway nor within any designated hazardous waste site. The building where the church will operate is not considered a significant historical structure by any governmental body. Staff does not expect any significant impacts or unusual circumstances related to the approval of this project.

Therefore, the proposed project is categorically exempt from CEQA.

NOTICING

The public hearing notice for Conditional Use Permit #3-20 was published in the Gardena Valley News and mailed first class to owners and occupants within a 300-foot radius of the site on May 6, 2021. A copy of Proof of Publication and Affidavit of Mailing are on file in the office of the Community Development Department Room 101, City Hall and are considered part of the administrative record.

RECOMMENDATION

Staff recommends the Planning and Environmental Quality Commission to:

- 1) Open the public hearing;
- 2) Receive testimony from the public; and
- 3) Adopt Resolution PC 6-21 approving Conditional Use Permit #3-20 subject to the attached Conditions of Approval and directing staff to file a Notice of Exemption.

ATTACHMENTS

- A. Resolution No. PC 6-21
 - a. Exhibit A: Conditions of Approval
 - b. Exhibit B: Development Plans
- B. Applicant's Correspondences

ATTACHMENT 2

RESOLUTION NO. PC 6-21

A RESOLUTION OF THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT #3-20 TO ALLOW A CHURCH IN THE HIGH DENSITY MULTIPLE-FAMILY RESIDENTIAL (R-4) ZONE AND DIRECTING STAFF TO FILE A NOTICE OF EXEMPTION

(15640 S. NORMANDIE AVENUE) (APN: 6113-002-018)

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

SECTION 1. RECITALS.

A. On November 5, 2020, the applicant, Happiness Garden represented by Susumu Anoda and Brent Fraser, submitted an application for a conditional use permit to allow a church use in a legal nonconforming building located at 15640 S. Normandie Avenue (APN: 6113-002-018);

B. The General Plan land use designation is High Residential, and the zoning is High Density Multiple-Family Residential (R-4);

C. The subject property is bounded by an office building to the north, multiple-family residential uses to the east and south, and residential uses to the west across Normandie Avenue;

D. On May 6, 2021, a public hearing was duly noticed for a virtual Planning and Environmental Quality Commission meeting for May 18, 2021, at 7:00 PM;

E. On May 18, 2021, the Planning and Environmental Quality Commission held a public hearing at which time it considered all material and evidence, whether written or oral; and

F. In making the various findings set forth herein, the Planning and Environmental Quality Commission has considered all of the evidence presented by staff, the applicant, and the public, whether written or oral, and has considered the procedures and the standards required by the Gardena Municipal Code. The record of these proceedings can be found at the Community Development Office, Room 101, 1700 West 162nd Street, Gardena, California. The Director of Community Development is the custodian of such record.

SECTION 2. CONDITIONAL USE PERMIT

Conditional Use Permit #3-20 to allow a church use in the R-4 zone as shown on the submitted plans, is hereby approved based on the following findings and subject to the conditions attached hereto as Exhibit A.

- 1. That the use applied for at the location set forth in the application is properly one for which a conditional use permit is authorized by this chapter;**

Pursuant to Section 18.12.030 of the GMC, a conditional use permit is required for a church

located in a residential (R-4) zone. The applicant is requesting to operate in a legal nonconforming building in which a church use is permitted with approval of a conditional use permit. The application for a conditional use permit in an R-4 zone is deemed proper and will authorize the applicant to operate at the subject location.

- 2. That such use is necessary or desirable for the development of the community and is compatible with the surrounding uses, is in harmony with the general plan, is not detrimental to the surrounding properties, existing uses, or to uses specifically permitted in the zone in which the proposed use is to be located, and will not be detrimental to the public health, safety, or welfare;**

The church use is compatible with the surrounding area which is primarily multiple-family residential. The conditions of approval, attached here as Exhibit A, will ensure that the operations of the church will be compatible with, and not detrimental to, the surrounding land uses by certifying that the primary use remains a church and that the hours of operation will be reasonable and not detrimental to the surrounding neighborhood.

The request for a church use will be consistent with the following General Plan Goal:

- LU Goal 3: *Provide high quality, attractive and well-maintained commercial, industrial, and public environments that enhance the image and vitality of the City.*

- 3. That the site for the intended use is adequate in size and shape to accommodate such use and all of the yards, setbacks, walls, fences, landscaping, and other features required in order to adjust such use to those existing or permitted future uses on land in the neighborhood;**

The subject property is located at the corner of Normandie and Magnolia Avenues. There is an existing 2,096-square-foot building on the property which was built in 1955. The nonresidential building is legal nonconforming to the R-4 zone. The Applicant's request to use the building as a church requires certain interior tenant improvements, exterior changes, signage, landscaping, and parking lot improvements that will not alter the existing building footprint. All improvements will be in compliance with applicable building and fire codes.

- 4. That the site for the proposed use relates to streets and highways properly designed and improved so as to carry the type of quantity of traffic generated or to be generated by the proposed use;**

Pedestrian access to the subject property is provided by sidewalks along Normandie Avenue and Magnolia Avenue. Vehicle access to the subject property is provided via an alley in the rear that connects to Magnolia Avenue. No vehicular access is provided directly onto Normandie Avenue. The proposed use will be consistent with the City's Circulation Plan in that it is not expected to attract excessive traffic that would significantly impact circulation in the area.

5. That the conditions stated in the decisions are deemed necessary to protect the public health, safety, and general welfare.

The conditions of approval for Conditional Use Permit #3-20 will ensure that the operations of the church will be compatible with, and not detrimental to, the surrounding uses in the vicinity. The applicant selected the building and location as an appropriate fit for the use. Tenant improvements will be made in compliance with required building, plumbing, electrical, mechanical, and fire codes. Thus, the health, safety, and general welfare of the neighborhood will not be impacted.

SECTION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT FINDINGS.

1. The project is exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to the following exemption:
 - a. Class 1 – Section 15301, Existing Facilities - the building in which the church will be operating in already exists and no expansions to the building footprint are proposed.
2. The project is not subject to any of the exceptions for exemption under Section 15300.2 of the California Environmental Quality Act. The cumulative impact of this project, and the approval of other projects like it in the vicinity, is not expected to have any significant environmental impact. Not only would the project not have any significant effects, but there are no unusual circumstances applicable to this project site. The project is not located along any state designated scenic highway nor within any designated hazardous waste site. There are no historical resources which would be impacted. There will be no significant impacts or unusual circumstances related to the approval of this project.
3. Staff is hereby directed to file a Notice of Exemption.

SECTION 4. Effective Date. This Resolution shall become effective immediately upon passage.

PASSED, APPROVED, AND ADOPTED this 18th day of May 2021.



STEPHEN LANGLEY, CHAIR
PLANNING AND ENVIRONMENTAL
QUALITY COMMISSION

ATTEST:



GREGG MCCLAIN, SECRETARY
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION
STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF GARDENA

I, Gregg McClain, Planning and Environmental Quality Commission Secretary of the City of Gardena, do hereby certify the following:

1. That a copy of this Resolution and the Conditions of Approval (Exhibit A) will be sent to the applicant and to the City Council as a report of the findings and action of the Planning and Environmental Quality Commission; and
2. That the foregoing Resolution was duly adopted by the Planning and Environmental Quality Commission of the City of Gardena at a regular meeting thereof, held the 18th day of May 2021, by the following vote of the Planning and Environmental Quality Commission:

AYES: Jackson, Henderson, Langley

NOES: Sherman, Pierce

ABSENT: None

Attachments:

- Exhibit A: Conditions of Approval
- Exhibit B: Development Plans

EXHIBIT A

CITY OF GARDENA

CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT #3-20

GENERAL CONDITIONS

- GC 1. The applicant accepts all of the conditions of approval set forth in this document and shall sign the acknowledgement. The memorandum of approval and conditions shall be recorded with the County Recorder. Proof of compliance shall be in the form of a copy of the recorded document, submitted to the Community Development Department, prior to issuance of any final permits.
- GC 2. Development of this site shall comply with the requirements and regulations of Title 15 (Building and Construction) and Title 18 (Zoning) of the Gardena Municipal Code.
- GC 3. Applicant shall comply with all applicable written policies, resolutions, ordinances, and laws in effect at time of approval, or at time of application in the case of the California Building Codes, as modified by the City of Gardena, (including Plumbing, Electrical, Mechanical, Green Building, and Energy Codes). The conditions of approval shall supersede all conflicting notations, specifications, and dimensions which may be shown on the project development plans.
- GC 4. The approved Resolution, including the Conditions of Approval contained herein and the signed acknowledgement of acceptance, shall be copied in their entirety and placed directly onto a separate plan sheet behind the cover sheet of the development plans prior to Building and Safety plan check submittal. Said copies shall be included in all development plan submittals, including revisions and the final working drawings.
- GC 5. The floor plan, site layout, and physical appearance of the structure shall be in accordance with the plans presented to and approved by the Planning and Environmental Quality Commission on May 18, 2021, and modified by these conditions of approval. The final completed project shall be in substantial compliance with the plans upon which the Commission based its decision, as modified by such decision. Minor modifications or alterations to the design, style, colors, and materials shall be subject to the review and approval of the Community Development Director. Substantial modifications will require review and approval by the Planning Commission.
- GC 6. The applicant shall reimburse the City for all attorney's fees spent in processing the project application, including review of all documents required by these conditions of approval prior to issuance of a final building permit (refer to conditions PL 5, BS 2, BS 6, BS 9, and BS 10).
- GC 7. Applicant/developer shall defend, indemnify, and hold harmless the City, its agents, officers, and employees from any claim, action, or proceeding,

damages, costs (including, without limitation, attorney's fees), injuries, or liability against the City or its agents, officers, or employees arising out of the City's approval of Conditional Use Permit #3-20. The City shall promptly notify the applicant/developer of any claim, action, or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant/developer of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the applicant/developer shall not thereafter be responsible to defend, indemnify, or hold harmless the City. Although the applicant/developer is the real party in interest in an action, the City may, at its sole discretion, participate in the defense of any action with the attorneys of its own choosing, but such participation shall not relieve the applicant/developer of any obligation under this condition, including the payment of attorney's fees.

CONDITIONAL USE PERMIT

- CUP 1. Conditional Use Permit #3-20 shall be utilized within a period not to exceed twelve (12) months from the date of approval, unless an extension is granted in accordance with Section 18.46.040 of the Gardena Municipal Code. Utilization shall mean the issuance of the necessary building permits by the Building and Safety Department.
- CUP 2. The applicant shall not establish, operate, maintain, conduct, or engage in commercial cannabis activity as defined in Gardena Municipal Code Chapter 18.66.020 C.

PLANNING

- PL 1. The applicant shall ensure that each parking space is adequately striped and accessible for public use.
- PL 2. The three northern parking spaces parallel to the building shall be marked and reserved for staff only due to their nonconforming configuration.
- PL 3. The applicant shall ensure all landscaping on-site is kept in a well-kempt manner at all times in accordance with the Landscape Plan on file at the City.
- PL 4. The applicant shall provide the City with proof of general commercial liability insurance in the amount of ten million (\$10,000,000) dollars, with an endorsement naming the City, its officers, agents, and employees as additional insureds.
- PL 5. The applicant shall obtain the proper permits for all tenant improvements and signs within six (6) months from the date of approval.
- PL 6. The religious assembly area shall be limited to 250 square feet.
- PL 7. The applicant shall install directional signs in the parking lot, to the satisfaction of the Public Works Department for people entering and leaving the site.

BUILDING

- BS 1. The Applicant/developer shall comply with all current applicable City of Gardena Municipal Codes and Ordinances.
- BS 2. The Applicant/developer shall obtain permits for the occupancy and any proposed work. Plans shall show compliance with all applicable 2019 California Building Code Standards, as modified by the City of Gardena, and obtain all required permits from the Building Division. Including but not limited to 2019 CA Building Code, California Plumbing Code, California Mechanical Code, California Electrical Code, California Energy Code, and California Green Building Standards Code, as adopted.
- BS 3. The Applicant/developer shall comply with the 2020 Los Angeles County Fire Code and Fire Department requirements, as applicable.
- BS 4. The Applicant/developer shall maintain the property in a clean and orderly condition at all times and remove any graffiti from the site within forty-eight (48) hours of its discovery in matching colors to the existing improvements.
- BS 5. The Applicant/developer shall maintain landscaping in a healthy and well-kept manner at all times. Dead or damaged landscape material/vegetation shall be replaced immediately per the approved landscape plan. The irrigation system shall be maintained at all times. Trees shall be permitted to grow to their maximum height.
- BS 6. The Applicant/developer shall submit a site lighting plan, for review and approval by the Building Official and the Director of Community Development or designee prior to the issuance of building permits. The plan shall ensure that all exterior lighting (i.e., parking areas, building areas, and entries) shall employ illumination in a manner that meets the approval of the Building Official and the Director of Community Development or designee before building permits are issued. All light fixtures shall be designed and located in a manner that does not allow spillover onto adjacent properties. Additionally, the exterior lighting fixtures shall be architecturally consistent with the design of the building, as reviewed and approved by the Director of Community Development or designee.
- BS 7. The Applicant/developer shall maintain a 20-foot minimum backup distance and bollards protecting the structure.
- BS 8. Address shall be posted on the building and on the curb per CA Fire Code.
- BS 9. All trash bins shall be in a covered non-combustible rubbish enclosure per Gardens Municipal Code.
- BS 10. Additional Building Division Concerns:
 - a. Work was done in the past, without permits. Obtain permits as necessary.
 - b. Provide clearances for access.
 - c. Door swing based on Occupant load.

PUBLIC WORKS

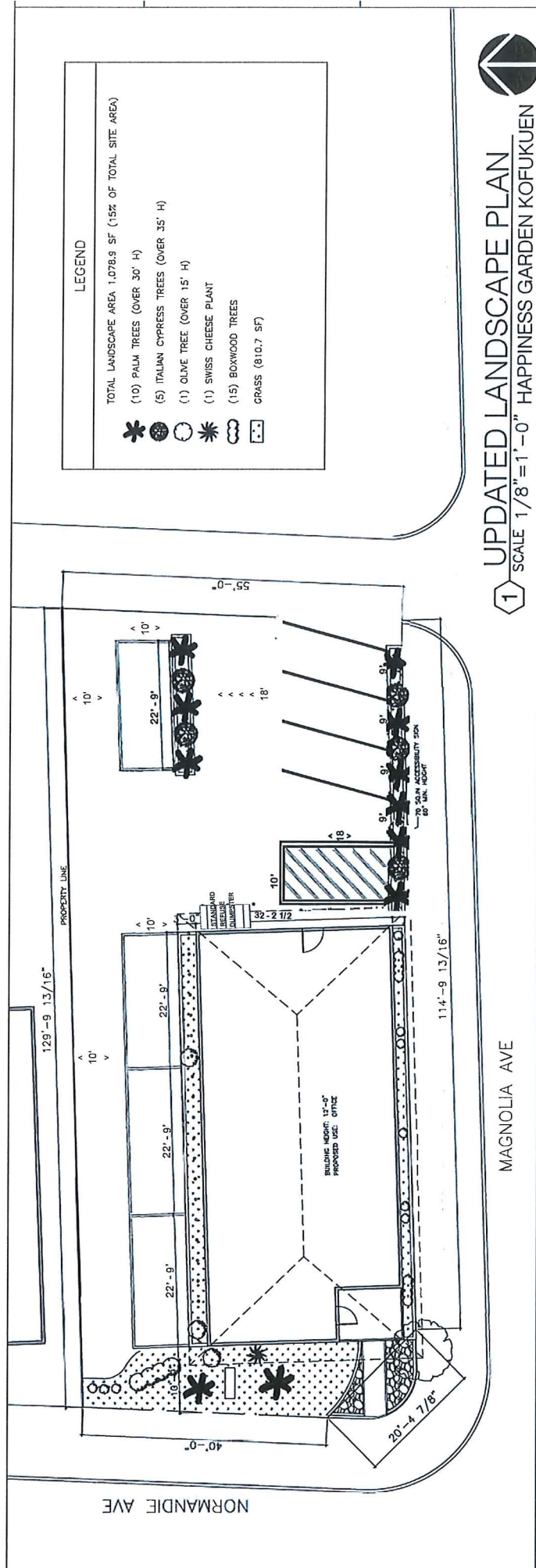
- PW 1. Remove existing private tree that is causing severe damage to city sidewalk and replace with appropriate landscaping.

Happiness Garden, certifies that he/she/it has read, understood, and agrees to the Project Conditions listed herein.

Happiness Garden Representative (Signature)

Date

By _____
(Print Name)



LEGEND

TOTAL LANDSCAPE AREA 1,078.9 SF (15% OF TOTAL SITE AREA)

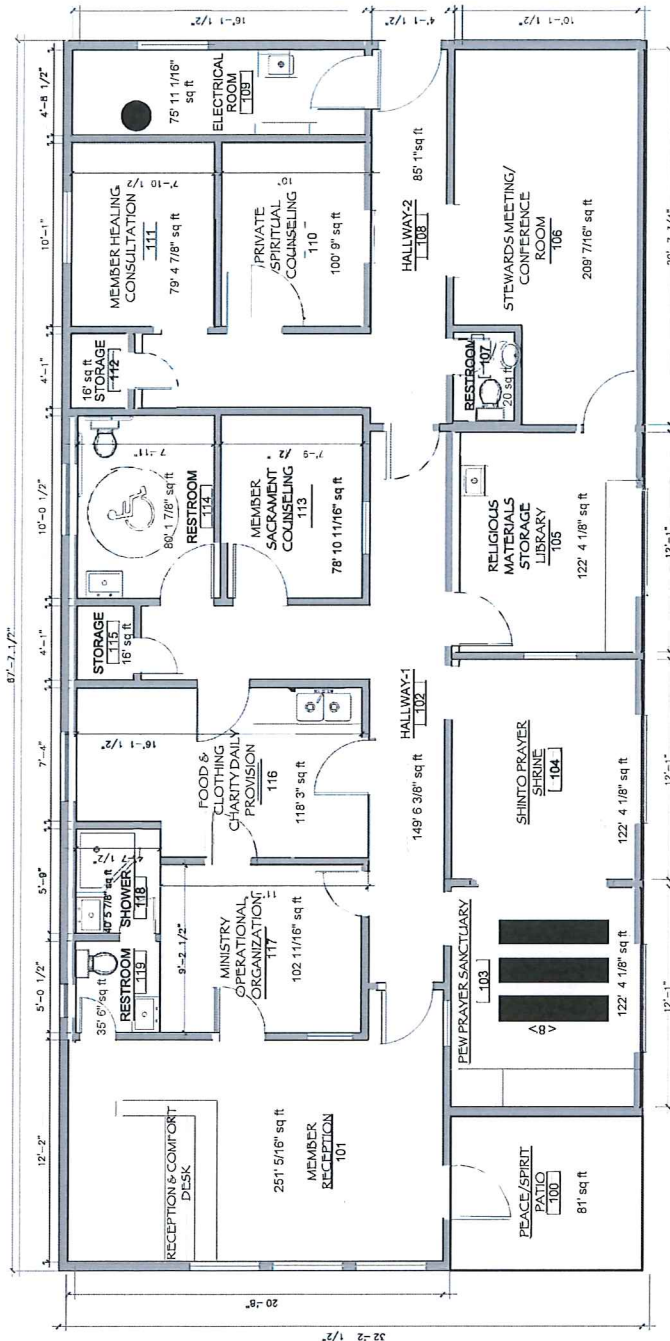
- (10) PALM TREES (OVER 30' H)
- (5) ITALIAN CYPRESS TREES (OVER 35' H)
- (1) OLIVE TREE (OVER 15' H)
- (1) SWISS CHEESE PLANT
- (15) BOXWOOD TREES
- GRASS (810.7 SF)



1 UPDATED LANDSCAPE PLAN SCALE 1/8" = 1'-0" HAPPINESS GARDEN KOFUKUEN

MAGNOLIA AVE

NORMANDIE AVE



EXISTING FLOOR PLAN 2 SCALE 1/4" = 1'-0"



(E) LANDSCAPE PLAN
(E) FLOOR PLAN

DATE:	3/11/2020
SCALE:	NOTED
DRAWN BY:	M.S.
PROJECT NO.:	
SHEET:	A-02

ATTACHMENT 3

Happiness Garden Garden Kofukuen

To: City of Gardena

Re: Conditional Use Permit #3-20; Environmental Assessment #14-20
15640 S. Normandie Avenue

Date: December 11, 2020

- a. Provide more information about the services.

The Church provides religious services that include ceremonies, blessings and healing rituals.

Weekly Sermon and Services

Weekly services are provided on an on-line only basis and include a sermon presented by an ordained minister of the Church. Generally, weekly services are held on Sundays. On a quarterly basis, the Church joins with sister churches to provide an on-line service for members. Members view the on-line Sunday service as well as the quarterly service by computer, tablet, smart-TV or smart phone. The weekly service runs for approximately one hour. A minister and one or two active members conduct the service from within the sanctuary of the Church and use the blessed sacrament, scriptures and materials following an invocation to present the services and sermons to members through the on-line system. Members may have holy sacrament blessed through the Ceremony of Sacrament Blessing at the Church in advance of weekly services. The blessing ceremony is available during the week to members. At no time are more than four people at the Church location in Gardena for the services the Church provides. Only a Church ordained minister participates in the quarterly services held in conjunction with sister churches. The sister churches are located outside of Gardena. The quarterly services are also conducted on-line.

Scripture Study Services

Periodically, depending on the level of member involvement, the Church provides on-line scripture study sessions. These sessions involve various scriptures used by the Church including, but not limited to, the Nine Epiphanies, the Holy Bible and the Twelve Determinations. Scripture study is conducted by an ordained minister or ordained

associate minister of the Church from the sanctuary of the Church with one or two qualified Church members who assist the minister. Using collaborative meeting software, the scripture study is conducted on an on-line only basis with participating Church members.

- b. Where in the building will ceremonial practices be held.

All Church ceremonies are holy and religious in nature and are therefore held in the sanctuary of the Church. As provided for by the Church's Canons and Edicts scripture, only the Ceremony of Sacrament Acceptance is held outside of the sanctuary since all members must complete this ceremony before they may enter into the sacred sanctuary. Only an ordained minister or ordained associate minister and a single member participate in the Ceremony of Sacrament Acceptance.

- c. How many ceremonial practices will be going on at the same time.

Only one ceremony may be conducted in the sanctuary at one time. It is possible that while a ceremony may be being conducted in the sanctuary, one Ceremony of Sacrament Acceptance may be being conducted outside the sanctuary. So, at any given time, only two ceremonial practices, one of which would only be the Ceremony of Sacrament Acceptance conducted outside of the sanctuary, may be going on at the same time. All of the Church's ceremonial practices involve four or fewer Church members, including the minister or associate minister conducting the ceremony. The Ceremony of Sacrament Acceptance can only involve one Church minister or associate minister and one church member.

- d. What is the purpose of the other offices.

The other offices include one office for the then present minister of the Church and an office for administration of the Church. Administration includes membership records management, sermon preparation, Church record keeping, accounting of tithes and other administrative functions required by the Church. On weekdays, one member who performs work for the Church may be present in the Church offices along with the active minister or associate minister. At all times except during weekly and quarterly church services, the sanctuary is available for up to four members to participate in ceremonial practices, blessings or healing rituals.

e. Can you explain how members receive the Sacrament.

The internal religious practices of the Church are holy and private. Sacrament must be blessed for members. The blessing is conducted through the Ceremony of Sacrament Blessing which is conducted only in the sanctuary of the Church privately by an ordained minister or ordained associate minister and the member of the Church having the Sacrament blessed. Sacrament is involved in the Church's healing rituals. It is involved during prayer ceremonies. It is involved in the holy anointing ritual. It is involved during weekly services when the Sacrament has been blessed for members in advance who then participate in the weekly or quarterly services by attending on-line. All of these ceremonial practices and rituals are religious, holy and private.

f. Provide information on the parking arrangement as the site plan does not conform to the city's parking requirements.

The site plan is being revised to comply with the city's parking requirement. The number of designated parking spaces are being changed to provide diagonal spaces that meet the backup distance requirements. The parallel spaces are being revised to meet the length and width requirements specified by the city. Under the revised parking design, there will be seven designated parking spaces. Supposing that each attending member owns a car and/or doesn't pool with other members allows that there are no more than four members in the sanctuary at any given time, two of the spaces are designated to meet the "one space per three members" rule for number of members in the sanctuary. There may be one member in the Church at the same time for the Ceremony of Sacrament Acceptance, one member performing Church administration work and the then on-duty minister or associate minister. The additional designated parking spaces therefore meet the city's requirements. The site plan has been modified to reflect this change in parking design and is included with these responses.

Thank You Sincerely,

Happiness Garden General Counsel Pappas Law
and
Director Brent D. Fraser



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 15.A
Section: DEPARTMENTAL
ITEMS - PUBLIC WORKS
Meeting Date: June 22, 2021

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

AGENDA TITLE: AUTHORIZE PROFESSIONAL SERVICES CONTRACT RENEWAL WITH CWE CORPORATION IN THE AMOUNT OF \$299,633 FOR MS4 AND NPDES PERMIT MONITORING AND COMPLIANCE SERVICES

COUNCIL ACTION REQUIRED:

Staff Recommendation: Authorize Professional Services Contract Renewal

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council authorize a Professional Services Contract renewal in the amount \$299,633.00 for Municipal Separate Storm Sewer System (MS4) and National Pollutant Discharge Elimination System (NPDES) Permit monitoring and compliance services with CWE Corporation.

At the July 14, 2020 meeting, City Council approved contracting MS4 Permit monitoring and compliance services with CWE Corporation. CWE has since provided assistance in a timely and professional manner, offering expertise in the MS4 compliances; wet and dry water and sediment monitoring, permit annual report, and Safe Clean Water Program (SCWP) annual expenditures plan.

City has been required to enroll and comply with the fourth term Permit since it was amended in September 2016. On August 24, 2020, a tentative fifth term MS4 Permit was adopted for review and should be released for Regional Board adoption, becoming effective as early as July 1, 2021. Subsequently, City will be required to restart the Industrial/Commercial (I/C) Facility Inspection and Monitoring. City will also continue to implement the State Trash Catch Basin Catchment policy, storm water and sediment monitoring, city employee training, public information and outreach, annual and semi-annual reports, etc.

CWE is a Civil Engineering, water resources and environmental engineering firm of approximately forty (40) employees with headquarters in the City of Fullerton and offices in the cities of San Diego and Salt Lake. The firm has been in business since 2006 and was founded as a Disadvantaged (DBE), Minority (MBE) and Small Business Enterprise (SBE) with 90% of their clients coming from public agencies and utilities, including but not limited to the cities of Torrance, Rancho Palos Verdes, Carson, Long Beach, Los Angeles and Commerce.

The proposed contract will follow an annual MS4 NPDES Permit-based eighteen (18) month contract schedule, consisting of a July 30th implementation period, followed by compliance report preparation and L.A. Regional Water Quality Control Board (LARWQCB) submission by December 15th of the trailing year.

FINANCIAL IMPACT/COST:

Amount of Expense: \$299,633 in the budget Fiscal Year 2021-2022

Funding Source: SCWP (Measure W)

ATTACHMENTS:

[CWE MS4P_Consultant Agreement_June 2021 w Exhibit A.pdf](#)

APPROVED:

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

Clint Osorio, City Manager

CITY OF GARDENA CONSULTANT AGREEMENT WITH CWE

This Agreement is entered into this _____ day of _____, 2021, by and between the **City of Gardena**, a municipal corporation ("City") and **CWE**, a California corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:
 - A. Whereas, City is desirous of obtaining Municipal Separate Storm Sewer System (MS4) and National Pollutant Discharge Elimination System (NPDES) Permit services; and
 - B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and
 - C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and
 - D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.
 - A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.
 - B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.
 - C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement

is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the Consultant's Proposal, Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.
4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.
5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid which is incorporated herein as Exhibit A. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.
6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.
7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.
8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the General Services Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the General Services Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the General Services Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the General Services Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

- A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **two hundred ninety-nine thousand six hundred thirty-three dollars and 00/00 (\$299,633.00)** without the prior written authorization of the City Council.
- B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.
- C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

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

provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

- B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-VII, unless otherwise approved by City.
- C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:
1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, including all coverages provided by and to the extent afforded by Insurance Services Office Form CG 2010 ed. 10/93 or 11/85, with no special limitations affecting City. The limit for all coverages under this policy shall be no less than one million dollars (\$1,000,000.00) per occurrence.
 2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars (\$1,000,000.00) per accident.
 3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.
 4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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

- a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
- c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."
- d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.
- e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

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

E. Deductibles. Any deductible or self-insured retentions over \$25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

losses and related investigations, claim administration and defense expenses.

- F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.
- G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.
- H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. INDEMNIFICATION. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION.** In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR.** Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.
18. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES.** Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.
19. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.
20. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.
21. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.
22. **EMPLOYMENT OF ALIENS.** Consultant warrants it fully complies with all laws regarding employment of aliens and others, and that all its employees performing services hereunder meet the citizenship or alien status requirements contained in federal and state statutes and regulations.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.
24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.
25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.
26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City: City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Public Works Director

To Consultant: CWE
1561 E. Orangethorpe Avenue, Suite 240
Fullerton, CA 92831-5202
Attn: Gerald Greene
Director, Stormwater

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.
28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

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

- A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;
- B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;
- C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.
- D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

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

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

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

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

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the

provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.
37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.
38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall

constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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

CITY OF GARDENA

Tasha Cerda, Mayor

CONSULTANT – CWE

Name

Sign: _____

Title: _____

Name

Sign: _____

Title: _____

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

**CWE**

1561 E. ORANGETHORPE AVENUE
 SUITE 240
 FULLERTON, CA 92831-5202
 (714) 526-7500 PHONE
 (714) 526-7004 FAX
www.cwecorp.com

May 25, 2021

EMAIL: arigg@cityofgardena.org and kkwak@cityofgardena.org

Mr. Allan Rigg
 Director of Public Works, City of Gardena
 1717 West 162nd Street
 Gardena, California 90247

City of Gardena Municipal Separate Storm Sewer System (MS4) Permit Services Proposal

Dear Mr. Rigg,

CWE is pleased to again offer to provide Los Angeles Regional Water Quality Control Board (LARWQCB) Phase I Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit monitoring, reporting, and compliance services to the City of Gardena (City).

Understanding

Municipalities, such as the City of Gardena, have been required to enroll and comply with increasingly restrictive LARWQCB MS4 NPDES Permit requirements since 1990. The fourth term, or 2012, Permit was last amended on September 8, 2016, and, although it formally expired on December 28, 2017, it remains enforceable until a new Permit is adopted. The City initiated Numeric Effluent Limitation (NEL) litigation, that was ultimately dismissed and did not join the Dominguez Channel Enhanced Watershed Management Program (EWMP) group, resulting in compliance being assessed against "baseline" permit requirements. Since then, the assessment of City compliance has been muted by the November 17, 2020, State Water Resources Control Board (SWRCB) "Own-Motion Order", directing the LARWQCB to revise its MS4 Permit WMP and EWMP Program requirements, and the advancement of various unfunded mandate test claims, originating with the 2001 MS4 Permit, through the State Commission on Mandates.

Following USEPA and LARWQCB audits, CWE was retained to assess the City Industrial/Commercial (I/C) Facility Inspection and Monitoring Programs. On September 11, 2018, the City Council contracted with CWE to initiate water and sediment quality monitoring and annual reporting, then on December 18, 2018, the contract was further amended to include I/C Facility Program implementation. After completing those contracts and satisfying LARWQCB expectations, on July 14, 2020, the Council again contracted with CWE to repeat the required annual monitoring and assist the City with other MS4 permit required programs.

On August 24, 2020, a draft tentative fifth term MS4 Permit was posted, for comment, and its revision should soon be released for Regional Board adoption; becoming effective as early as July 1, 2021.

Scope of Work

CWE proposes to follow an annual MS4 NPDES Permit-based eighteen (18) month contract schedule, consisting of a July 1st to June 30th implementation period, followed by compliance report preparation and LARWQCB submission by December 15th of the trailing year. With the concurrence of City Management, a baseline, rather than a WMP or EWMP, approach will continue to be implemented, balancing higher monitoring costs, with fewer exceedances than originally anticipated, against Reasonable Assurance Analysis (RAA) modeling, EWMP plan preparation, and potentially enforceable Best Management Practice (BMP) project implementation costs. Should the City subsequently determine to shift to a WMP approach, the LARWQCB should be notified by the effective date of the draft fifth term MS4 Permit. Following receipt of the City Notice to Proceed (NTP), CWE will promptly begin the following tasks:

Task 1 – Meetings and Management CWE would lead two, and participate in ten additional, three hour, City Council, City Staff, Litigation, Dominguez Channel EWMP Group, Los Angeles Permit Group (LAPG), or LARWQCB meetings. This thirty-six hour task effort will result in City Management having up to date, cost-effective, MS4 Permit planning, guidance, and implementation support recommendations.

Task 2 – Field Inspection Services MS4 Permit Part VIII.E. specifies the Industrial/Commercial (I/C) Facilities Program, which is directed at the approximately three hundred fifty (350) commercial (including food service, automotive, retail gasoline, and nurseries) and one hundred fifty (150) industrial facilities within the City. In 2018, the City and CWE advised the Water Boards that a similar number of (IGPs) were listed in the State Stormwater Multiple Application and Report Tracking System (SMARTS) as being in Gardena, despite being in neighboring areas. The City continues to be copied on Board Notice of Violations (NoVs) to those extra-jurisdictional facilities, indicating that this state issue remains unresolved. Other than No Exposure Certification (NEC) Industrial General Permittees (IGPs), which follow a five-year verification cycle, these facilities are to be City inspected, and provided with compliance assistance, every other year. The CWE Project Manager would weekly email designated City staff regarding any prioritized Illicit Connection/Illicit Discharge (IC/ID), Erosion Control, Post Construction Best Management Practice (BMP), SB-205, or new I/C facilities inspection needs; self-initiate Part VIII.B. Progressive Enforcement Follow-Up inspections; and for the remainder of the day undertake I/C facility inspections. These inspections would be documented and tracked in a Geographical Information System (GIS) compatible database, following MS4 Permit requirements, and quarterly transferred to the City Project Manager along with a database to facilitate Finance Department invoicing and recovery of facility inspection costs.

Task 3 – Office MS4 Permit Compliance Services In prior years, City and CWE Project Managers have had difficulty integrating and coordinating interdepartmental priorities to annually undertake and document City compliance with some Permit requirements. CWE now propose to assign one person-day per week, or about 400 hours per year, to undertaking prioritized tasks that, based on our experience with the solicitation of annual reporting data, may have previously received inadequate attention. Based on our experience with similar Cities, we would prioritize and allocate our task efforts as follows:

- 25% of this time, or 100 hours per year, would be dedicated to Permit Part VIII.F. Planning and Land Development Program Tasks, such as Priority Redevelopment Low Impact Development (LID) or Standard Urban Stormwater Mitigation Plan (SUSMP) reviews and Post Construction BMP database tracking. These services are generally undertaken, or supervised, by one of CWE's ten Qualified Storm Water Pollution Prevention Plan (SWPPP) Developers/Practitioners (QSD/P).

- 25% of this time, or 100 hours per year, would be allocated to support the Safe Clean Water Program (SCWP), an impervious area based real property assessment fee, passed as Measure W on November 6, 2018. This program includes an approximately \$800,000.00 municipal return to the City, making submission of the Annual (Budget) Plan, Annual (Expenditure) Report, and development and support of Regional Project Funding Applications before the South Santa Monica Bay Watershed Area Steering Committee (SSMB WASC) financial conducive to the City.
- 10% of this time, or 40 hours per year, would be allocated to Permit Part VIII.A.3 Municipal Employee and Contractor Training and Documentation. CWE would prepare, for City preview, two relevant online interactive Microsoft Office Power Point® presentations; one focusing on ID/IC detection, abatement, source control, and elimination, the second on Redevelopment BMP planning, design and construction. These ninety-minute presentations would be scheduled, with Supervisors, at the beginning or end of a shift to preserve productivity. Presentations begin with a summary of regulatory and environmental background, then shifts to field case observations and examples. Senior CWE managers, with both private and public experience, normally make these training presentations; encouraging participant input and observations to maintain interest, which results in an entertaining session that recognizes local challenges and characteristics. Sign-in sheets are circulated to document participation for annual reporting and audit purposes.
- 10% of this time, or 40 hours per year, would be allocated to Part VIII.D. Public Information and Participation Program (PIPP). CWE will follow permit requirements to create and distribute public and commercial (point of purchase) stormwater runoff and pollution source control awareness outreach pamphlets or for incorporation onto the City website with Webmaster assistance.
- 10% of this time, or 40 hours per year, would be allocated to Permit Part VIII.H. the Public Agency Activities Program, including developing a Public Agency Facilities and Activities Inventory with required relevant contact, pollution source controls, and BMP implementation opportunities.
- 10% of this time, or 40 hours per year, would be allocated to Permit Part VIII.B. Progressive Enforcement, Ordinance Revision, SB-205 Assistance, and Interagency Coordination, primarily working with City Code Enforcement Officers to develop a process to abate and eliminate IC/ID that are detected by City Field staff and CWE Inspectors, during their normal work activities.
- The remaining time allotment may be allocated by of the City Project Manager or held in reserve to address unanticipated new permit requirements or used for project stakeholder outreach.

Task 4 – State Trash Policy Catch Basin Catchment Definition MS4 Permit Part III.C.2 requires City implementation of the State Trash Policy, as addressed in September 18, 2017, and July 2, 2019, letters from the LARWQCB and February 15, 2019, and March 31, 2021 City response memorandum. Utilizing SCWP Municipal Program Transfer Agreement (MPTA) Fiscal Year 2020-21 Annual (Budget) Plan support, city staff are currently implementing a Capital Improvement Program (CIP) project contract to install several hundred Full Capture System Equivalent (FCSE), Connector Pipe Screens (CPS), in catch basins within Priority Land Use (PLU) areas around the City. However, for final compliance, the Board has directed the City to define catch basin catchments and determine PLU and non-PLU areas within them. Using City provided street, Pavement Management System (PMS), and Land Use, GIS Base Maps, cross gutters, Los Angeles Region Imagery Acquisition Consortium (LARIAC) topographic data, and input from Draw Tap GIS, the current City GIS contract consultant, CWE staff would prepare and deliver a task suitable theme or layer with catch basin catchments (polygons) and catch basin (nodes or points).

Task 5 – Dry-Weather Receiving Water Monitoring In coordination with the separately funded Dominguez Channel Mass Emission Station and Coordinated Integrated Monitoring Program (CIMP) Plan monitoring, lead by the City of Los Angeles, CWE would secure the required Los Angeles County Flood Control District (LACFCD) Access Permit and conduct two (2) dry-weather receiving water quality, grab sample, monitoring events at the Gardena R1 site, located just east of Vermont Avenue in the concrete-lined low-flow channel. CWE provides similar services for fifteen other MS4 Permittees using regularly calibrated YSI ProDSS meters to collect physical, wet chemistry, and the summer aquatic toxicity water quality monitoring samples. County (Imperial Yard) staff will be notified in advance of monitoring and the notification email included within the location binder for field verification by County Sheriff Deputies or Public Works staff. Following water collection, our staff would deliver the physical and wet chemistry samples, duplicates, and blanks, under Chain of Custody (CoC), to our preferred SWRCB Environmental Laboratory Accreditation Program (ELAP) certified Analytical Laboratories, Eurofins Calscience of Garden Grove, Enthalpy Analytical of Orange, and Aquatic Biology Consulting (ABC) Laboratories of Ventura. Following the ELAP Method Update Rule (MUR), the analytical methodology would be verified prior to analysis, Quality Assurance/Quality Control (QA/QC) analyses undertaken, and results normally returned within two weeks. Finally, the CWE QA/QC Manager reviews and verifies the Level 2 final data report.

Task 6 – Wet-Weather Receiving Water Monitoring From October 1, 2021, to April 15, 2022, CWE will collect water quality samples, from the R1 site, for three (3) qualifying storms, including the critical first qualifying event of the season. National Weather Service (NWS) forecasts for Gardena would be archived twice weekly, with mobilization beginning up to four days prior to the anticipated storm start time. Assuming antecedent rainfall of less than a tenth of an inch per day during the preceding 72 hours, storms are considered qualifying when 0.25" or greater rainfall, at 70% or greater probability, is forecast up to 24 hours prior to anticipated start time. Except for bacteria samples that have a six-hour hold and two hour processing time, samples would be collected as three-hour, ten-aliquot composite samples; including up to three aquatic toxicity samples and one Toxicant Identification Evaluation (TIE) analysis.

Task 7 –Stormwater and Suspended Sediment Outfall Monitoring Between October 1, 2021, and April 15, 2022, CWE would collect water quality samples from three (3) qualifying storms, including the critical first event of the season, and two pairs of coincident suspended sediment samples. These would be collected at, or immediately upstream of, the Dominguez Channel at Rosecrans Avenue (F3) and Normandie Avenue (F4) outfalls. CWE will coordinate with City Street Services to provide safe cost-effective traffic control in the rightmost eastbound lane of Rosecrans Avenue east of Wadkins Avenue. Working from the surface, to preclude confined space access requirements, CWE would open the storm drain utility (manhole) lid and, following stormwater outfall sampling protocols, collect ten aliquots, over a three-hour duration, for flow-based integration. Dominguez Channel Toxics Total Maximum Daily Load (TMDL) pollutants, including toxic metals, such as cadmium, chromium, copper, lead, mercury, and zinc; polynuclear aromatic hydrocarbon (PAH) combustion by-products; legacy organochlorine pesticides; and polychlorinated biphenyls (PCBs) transformer oils, bind to sediments and are suspended in stormwater runoff. CWE will pump and capture, using a mobile upflow clarifier, suspended sediments from hundreds of gallons of runoff at the F3 and F4 outfall sites during two (2), forecast as qualifying storm events, for a total of four (4) extractions. Ten gallons of sediment concentrate will be returned to our Fullerton office, chilled on ice, gravity settled to yield thirty grams, or one ounce, of wet sediment, then transferred under CoC to the Calscience Eurofins laboratory for drying, extraction, and approved trace analytical analyses.

Task 8 – Submit Individual, “Watershed”, and MAL Annual Reports CWE will draft, revise, and submit to the LARWQCB, by December 15, 2021, the July 1, 2020 to June 30, 2021 MS4 Permit reporting period, City of Gardena, Individual Annual Report; utilizing the Los Angeles County Watershed Reporting, Adaptive Management, and Planning System (WRAMPS) or Microsoft Office Word® format. During the summer, CWE will populate a draft Microsoft Word® Individual Annual Report file, using deliverable data, past submittals, City implementation data, and the City website as reference sources. This draft report will highlight City budget, planning, enforcement, building safety and other Permit required data. CWE will develop rainfall, water quality impairment, trend monitoring, Municipal Action Limits (MALs) report data for the City. Following City draft annual report review and return to CWE, usually during November, a final draft will be provided to the City for review, then the report converted into a Portable Document Format (PDF) file, and submitted to the LARWQCB by December 15, 2021, with a receipt and legibility confirmation requests that are stored on our servers and forwarded to the City Project Manager.

Task 9 – Semi-Annual Monitoring Data Submission Along with relevant meta data, analytical monitoring results will be converted from Laboratory Information Management System (LIMS) Electronic Data Document (EDD) files into informal California Environmental Data Exchange Network (CEDEN) format and submitted semi-annually to the LARWQCB; by June 15th, for samples collected between July 1st and December 31st, and December 15th, for samples collected from January 1st and June 30th. The LARWQCB has moved from Data Transfer Standard Format (DTSF), to informal CEDEN, and may continue to formal CEDEN, California Integrated Water Quality System Project (CIWQS), or the recently initiated California Open Data Portal formats. Your CWE Project Manager oversees most data transcription and performs the final Quality Assurance and Quality Control (QA/QC) review prior to submission.

Limitations and Assumptions

Understanding that prior submittals and communications between City and LARWQCB representatives have not been completely resolved, while agreeing with the City desire to utilize a new approach going forward, CWE has made the following proposal assumptions to reduce our risk and your budget commitment during this transitional period:

1. Table E-2 has been completed and Table E-6 monitoring is not required during this contract.
2. Confined space entry of MS4 facilities is unnecessary and outside of our Scope of Services.
3. If eventually required, Autosampler permitting and installation is excluded from this proposal.
4. No more than four Aquatic Bioassays, or Toxicity TST, including no more than one Toxicity Identification Evaluation (TIE) study, will be required during the term of this contract.
5. City will provide Traffic Controls services, primarily at the Rosecrans/Wadkins Avenues F3 site.
6. Any City Encroachment Permits will be issued as no fee, City Service, permits.
7. Dominguez Channel CIMP and Estuary/Harbor Toxics TMDL sediment and fish tissue monitoring is excluded from this proposal, but data obtained by the City may be included in reporting.
8. Since non-stormwater outfall screening was conducted in 2019 and may be deferred for three years from the draft 2021 MS4 Permit effective date, it has been omitted from this proposal.
9. Integrated Monitoring Program (IMP) development to begin under next contract in July 2022.
10. LARIAC data for Gardena is available cost free from the County.

Fee

The following table identifies the level of effort that CWE associates with each of the identified tasks.

Task	Description	Total
1	Meetings and Management	\$9,540
2	Field Inspection Services	\$73,090
3	Office MS4 Permit Compliance Services	\$71,724
4	State Trash Policy Catch Basin Catchment Definition	\$35,931
5	Dry-Weather Receiving Water Monitoring	\$11,048
6	Wet-Weather Receiving Water Monitoring	\$24,375
7	Stormwater and Suspended Sediment Outfall Monitoring	\$50,567
8	Submit Individual, "Watershed", and MAL Annual Reports	\$13,678
9	Semi-Annual Monitoring Data Submission	\$9,680
Total Fee		\$299,633

Fifth term MS4 Permit implementation tasks would be completed by June 30, 2022, with reporting tasks completed by **December 31, 2022**. This work would be completed on a Time and Materials, Not to Exceed cost basis of **\$299,633.00**. This proposal is valid for ninety (90) days, from this offer date; however timely completion of SCWP and water quality monitoring tasks are dependent on Notice To Proceed (NTP) receipt by July 1, 2021. If you have any questions, or need additional services, I can be reached at (714) 526-7500 Ext. 207 or ggreene@cwecorp.com.

Respectfully submitted,

CWE



Gerald Greene, DEnv, PE, QEP, QSD/P
Director, Stormwater

cc: Kevin Kwak, Principal Engineer



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.A
Section: DEPARTMENTAL
ITEMS - RECREATION &
HUMAN SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6516 APPROVING LOCAL AGREEMENT CCTR-1084 WITH THE CALIFORNIA DEPARTMENT OF SOCIAL SERVICES FOR FUNDING OF THE GARDENA FAMILY CHILD CARE PROGRAM.

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution No. 6516 and approve Local Agreement CCTR-1084

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that Council adopt Resolution 6516 authorizing the Mayor and City Clerk to execute Local Agreement CCTR-1084 with the California Department of Social Services which provides funding for the Gardena Family Child Care Program for Fiscal Year 2021-22.

The Gardena Family Child Care Program (GFCC) provides quality, educational, subsidized child care in licensed family child care homes in Gardena and bordering cities. Services are provided to low-income families whose parents are employed, in school/training, seeking employment, or are incapacitated and require assistance. GFCC staff also offers technical assistance to family child care providers in the GFCC network in areas such as curriculum, the child care environment, and developmental and age appropriate practices.

Beginning July 1, 2021 administration of the program at the State level will transfer from the California Department of Education (CDE) to the California Department of Social Services (CDSS). All program requirements will remain the same for the foreseeable future.

FINANCIAL IMPACT/COST:

For Fiscal Year 2021-2022 revenue and expenditures encumbered in the amount of \$2,790,447 to the City from the California Department of Social Services for the Gardena Family Child Care Program. This initial contract amount may be adjusted during the fiscal year through an Allocation Letter(s) issued by CDSS.

No Financial Impact to the General Fund

ATTACHMENTS:

[Reso No 6516.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

RESOLUTION NO. 6516

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
GARDENA, CALIFORNIA, APPROVING LOCAL AGREEMENT
CCTR-1084 WITH THE CALIFORNIA DEPARTMENT OF SOCIAL
SERVICES**

WHEREAS, the City of Gardena wishes to enter into a Contract with the California Department of Social Services which provides funds for child care and child development services, and;

WHEREAS, it is necessary that the City of Gardena designate and authorize a representative to sign the Local Agreement/Contract in order to administer said services.

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

SECTION 1. Approves the California Department of Social Services Local Agreement No. CCTR-1084, attached hereto as Exhibit A.

SECTION 2. Designates the Mayor, or in her absence, the Mayor Pro Tem, and the City Clerk to execute the contract and all documents necessary to accompany said contract, including all amendments to said contract within the fiscal year.

SECTION 3. That this Resolution shall be effective immediately.

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

Passed, approved, and adopted this 22nd day of June, 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney



LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

DATE: July 01, 2021CONTRACT NUMBER: CCTR-1084PROGRAM TYPE: GENERAL CHILD CARE &
DEV PROGRAMSPROJECT NUMBER: 19-2180-00-1

STATE AGENCY: CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

CONTRACTOR'S NAME: CITY OF GARDENA

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC04/2017)*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS*; the FUNDING TERMS AND CONDITIONS (FT&C)*, which are by this reference made a part of this Agreement. Where the GTC04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2021 through June 30, 2022. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$49.54 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$2,790,447.00. During the term of this contract, the MRA may be adjusted through an Allocation Letter issued to the Contractor by State Agency.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Minimum Days of 56,327.0
Operation (MDO) Requirement 254

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. Amendments to any of these asterisked documents during the term of this contract shall be incorporated by reference as of the date issued by State Agency without need for formal amendment. These documents can be viewed at <https://www.cdss.ca.gov/inforesources/cdss-programs/calworks-child-care/child-care-transition>.

STATE OF CALIFORNIA		CONTRACTOR		
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)		
PRINTED NAME OF PERSON SIGNING		PRINTED NAME AND TITLE OF PERSON SIGNING Tasha Cerda, Mayor		
TITLE Manager or Agent for CDSS		ADDRESS 1700 W. 162nd Street, Gardena CA 90247		
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 2,790,447	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE	Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 2,790,447	ITEM See Attached	CHAPTER		STATUTE
	OBJECT OF EXPENDITURE (CODE AND TITLE) 706	FISCAL YEAR		
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.		B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE		

CONTRACTOR'S NAME: CITY OF GARDENA

CONTRACT NUMBER: CCTR-1084

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 528,832	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE Federal	
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 FC# 93.596 PC# 000321 13609-2180			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 528,832	ITEM 30.10.020.001 5180-101-0890	CHAPTER B/A	STATUTE 2021	FISCAL YEAR 2021-2022
	OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 243,100	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE Federal	
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 FC# 93.575 PC# 000324 15136-2180			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 243,100	ITEM 30.10.020.001 5180-101-0890	CHAPTER B/A	STATUTE 2021	FISCAL YEAR 2021-2022
	OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 2,018,515	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General	
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-2180			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 2,018,515	ITEM 30.10.020.001 5180-101-0001	CHAPTER B/A	STATUTE 2021	FISCAL YEAR 2021-2022
	OBJECT OF EXPENDITURE (CODE AND TITLE) 706 SACS: Res-6105 Rev-8590			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	

CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION (CO-005)

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract in the amount of \$100,000 or more on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts \$100,000 or more, executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. EMPLOYER DISCRIMINATORY POLICIES: For contracts \$100,000 or more, executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. <i>Proposer/Bidder Firm Name (Printed)</i> City of Gardena		<i>Federal ID Number</i> 95-6000713
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i> Tasha Cerda, Mayor		
<i>Date Executed</i> 6/22/2021	<i>Executed in the County and State of</i> Los Angeles, CA	

CONTRACTOR CERTIFICATION CLAUSES (CCC 04/2017)

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> City of Gardena		<i>Federal ID Number</i> 95-6000713
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Tasha Cerda, Mayor		
<i>Date Executed</i> 6/22/2021	<i>Executed in the County of</i> Los Angeles	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of

any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State. Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will

process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies 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 three-year period preceding this application 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 statements, 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 (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

1651 W. 162nd Street

Gardena, Los Angeles County

CA 90247

Check [] if there are workplaces on file that are not identified here.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACTOR) City of Gardena	CONTRACT # CCTR-1084
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Tasha Cerda, Mayor	
SIGNATURE	DATE 6/22/2021



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.B
Section: DEPARTMENTAL
ITEMS - RECREATION &
HUMAN SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6517 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE ELDERLY NUTRITION PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2021-2022

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution No. 6517 and Approve Funding Allocation

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council adopt Resolution No. 6517, designating the City Manager as authorized to sign the Elderly Nutrition Program agreement, No. ENP202105, binding the City to the Subaward, and approve and accept the Amendment Five Baseline Funding Allocation on behalf of the City.

The approval of the resolution is necessary to execute the agreement between the County of Los Angeles and the City of Gardena. The program includes serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older adult population for Fiscal Year 2021-2022. The funding amount allocated to the City for Fiscal Year 2021-2022 from Amendment Five is \$421,000.

FINANCIAL IMPACT/COST:

OAA Title III C-1 (Congregate Meal Program): \$223,000

OAA Title III C-2 (Home-Delivered Meal Program): \$197,000

OAA Title III B (Telephone Reassurance Program): \$1,000

ATTACHMENTS:

[Resolution_No_6517-Authorize_CM_to_sign_contracts_and_subawards_ENP.pdf](#)

[FY 2021-22 ENP Allocation Letter](#)

[FY 2021-22 ENP Amendment Five](#)

APPROVED:

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

Clint Osorio, City Manager

RESOLUTION NO. 6517

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE ELDERLY NUTRITION PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2021/2022.

WHEREAS, the City of Gardena has established a congregate and home-delivered meals program for seniors through its Recreation and Human Services Department; and

WHEREAS, the County of Los Angeles Workforce Development, Aging and Community Services has been awarded the funds for providing services for older adults under the Older Americans Act; and

WHEREAS, the City of Gardena wishes to submit a signed, executed Elderly Nutrition Program agreement; and

WHEREAS, in order to certify the approval of City Council to enter into this transaction with the County of Los Angeles Workforce Development, Aging and Community Services for the purpose of providing seniors with nutritious meals for Fiscal Year 2021/2022, it is necessary that this resolution be adopted.

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

SECTION 1. Designates the City Manager as authorized to sign the Elderly Nutrition Program agreement, binding the City to the Subaward (and any amendments or addendums thereto), and approve and accept Subaward funds on behalf of the City.

SECTION 2. The Mayor, or presiding officer, is hereby authorized to affix her signature to this resolution signifying its adoption by the City Council of the City of Gardena and the City Clerk, or her duly appointed assistant, is directed to attest thereto.

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

Passed, approved, and adopted this _____ day of _____, 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney



June 1, 2021

BOARD OF SUPERVISORS

Hilda L. Solis

Holly J. Mitchell

Sheila Kuehl

Janice Hahn

Kathryn Barger

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

EXECUTIVE LEADERSHIP

Otto Solórzano

Acting Director

Paul Goldman

*Contract & Administrative
Services*

Jose R. Perez

Workforce Development

Lorenza C. Sánchez

Aging & Adult Services

Robin S. Toma

Human Relations

**FISCAL YEAR 2021-22 BASELINE FUNDING ALLOCATION
ELDERLY NUTRITION PROGRAM SERVICES**

Dear Ms. Cerda:

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

- Purpose: Subrecipient shall utilize baseline funding to provide defined and contracted ENP Title III C-1, Title III C-2, and Title III B Services during Fiscal Year (FY) 2021-22.
- Subaward Number: ENP202105
- Amendment Number: Five
- Subaward Term: July 1, 2021 through June 30, 2022
- Total Baseline Funding: \$421,000
- Period Funds Available for Use (subject to execution of Amendment): July 1, 2021 through June 30, 2022
- Service Area: Supervisorial District: 2
- Funding Source(s) and Service Category(ies) are as follows:

CONTACT INFORMATION

3175 West Sixth Street

Los Angeles, CA 90020

WDACS (888-211-0644)

APS hotline (1-877-477-3646)

info@wdacs.lacounty.gov

wdacs.lacounty.gov



Funding Source	Service Category	Unit Rate	NSIP Rate	Total Unit Rate	Allocation Amount
Older Americans Act (OAA) Title III C-1	American Meals	\$5.50	\$0.71	\$6.21	\$223,000 ¹
	Ethnic Meals				
OAA Title III C-2	Hot Meals	\$7.44	\$0.71	\$8.15	\$197,000 ²
	Frozen Meals	\$5.50	\$0.71	\$6.21	
	Emergency Meals	\$7.44	\$0.71	\$8.15	
OAA Title III B	Telephone Reassurance	\$0.68		\$0.68	\$1,000 ³
Subaward Sum Year 2 (SSY2)					\$421,000

¹ Complete one (1) budget and one (1) MPS for the Allocation Amount.

² Complete one (1) budget and one (1) MPS for the Allocation Amount.

³ Complete one (1) budget and one (1) MPS for the Allocation Amount.

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

Thank you.

Carol Domingo

Carol Domingo, Program Manager
Contracts Management Division

**ELDERLY NUTRITION PROGRAM (ENP)
SUBAWARD NUMBER ENP202105
SUBAWARD PERIOD JULY 2020 –JUNE 2022**

AMENDMENT FIVE

This Amendment is made and entered into by and between

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

County's Business Address
510 South Vermont Avenue, 11th Floor
Los Angeles, CA 90020

and

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

Subrecipient's Business Address
1700 West 162nd Street
Gardena, CA 90247

WHEREAS, reference is made to that certain document entitled "Elderly Nutrition Program (ENP) Subaward Number ENP202105 Subaward Period July 2020 – June 2021" dated July 1, 2020, which is renamed as "Elderly Nutrition Program (ENP) Subaward Number ENP202105 Subaward Period July 2020 – June 2022 and the Amendments thereto (hereafter collectively referred to as "Contract" or "Subaward"); and

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

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

WHEREAS, it is the intent of the parties to amend this Subaward to extend the term of the Subaward for one (1) year commencing on July 1, 2021 through June 30, 2022; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) original baseline funding in the amount of **\$1,000**, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Title III B Services as specified herein to be provided by Subrecipient during Fiscal Year 2021-22; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate OAA Title III C-1 (Nutrition Services) original baseline funding in the amount of **\$223,000**, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Congregate Meal Services as specified herein to be provided by Subrecipient during Fiscal Year 2021-22; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate OAA Title III C-2 (Nutrition Services) original baseline funding in the amount of **\$197,000**, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Home-Delivered Meal Services as specified herein to be provided by Subrecipient during Fiscal Year 2021-22; and

WHEREAS, it is the intent of the parties to amend this Subaward to provide for the other changes set forth herein; and

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

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

I. This Amendment shall commence **on July 1, 2021 or upon execution by all parties, whichever occurs later.**

II. The title of this Subaward shall be deleted in its entirety and replaced as follows:

Elderly Nutrition Program (ENP) Subaward Number ENP202105 Subaward
Period July 2020 – June 2022

III. Subparagraph 4.2.1 is added as follows:

4.2.1 The term of this Subaward shall be extended for one (1) year commencing on July 1, 2021 through June 30, 2022, unless sooner terminated or extended, in whole or in part, as provided in this Subaward.

IV. Subparagraph 5.1.4 is added as follows:

5.1.4 **Subaward Sum Year 2 Funding Source(s)**

- 5.1.4.1 The Subaward Sum Year 2 for this Subaward is comprised of monies which are identified by the funding source(s) or governing statute(s) listed below. The funding source(s) and governing statute(s) authorize County to use these monies to provide Program Services.
- 5.1.4.2 Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) original baseline funds
 - 5.1.4.2.1 Subaward Sum: **\$1,000**
 - 5.1.4.2.2 Service Area: Supervisorial District 2
 - 5.1.4.2.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)
 - 5.1.4.2.4 Allocation Letter: Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.3 OAA Title III C-1 (Nutrition Services) original baseline funds
 - 5.1.4.3.1 Subaward Sum: **\$223,000**
 - 5.1.4.3.2 Service Area: Supervisorial District 2
 - 5.1.4.3.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)
 - 5.1.4.3.4 Allocation Letter: Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services
- 5.1.4.4 OAA Title III C-2 (Nutrition Services) original baseline funds
 - 5.1.4.4.1 Subaward Sum: **\$197,000**
 - 5.1.4.4.2 Service Area: Supervisorial District 2

5.1.4.4.3 Period of Performance: July 1, 2021 – June 30, 2022 (consistent with California Department of Aging contract number AP-2122-19)

5.1.4.4.4 Allocation Letter: Fiscal Year 2021-22
Baseline Funding Allocation for Elderly Nutrition Program Services

V. Subparagraph 5.10.4 is deleted in its entirety and replaced as follows:

5.10.4 Federal Award Identification Number (FAIN)

5.10.4.1 July 1, 2020 - June 30, 2021: 2001CAOASS-00; 2001CAOACM-00; 2001CAOAHD-00; 2001CAOANS-00; 2001CACMC2-00; 2001CAHDC2-00; 2001CAHDC3-00; and, SLT0198

5.10.4.2 July 1, 2021- June 30, 2022: 2101CAOASS-01; 2101CAOACM-0; 2101CAOAHD-01; and, 2101CAOANS-01

VI. Subparagraph 5.10.5 is deleted in its entirety and replaced as follows:

5.10.5 Federal Award Dates

5.10.5.1 July 1, 2020

5.10.5.2 July 1, 2021

VII. Subparagraph 5.10.6 is deleted in its entirety and replaced as follows:

5.10.6 Subaward Period of Performance Start and End Dates

5.10.6.1 July 1, 2020 – June 30, 2021

5.10.6.2 July 1, 2021 – June 30, 2022

VIII. Subparagraph 5.10.7 is deleted in its entirety and replaced as follows:

5.10.7 Amount of Federal Funds Obligated by this Action:

5.10.7.1 Original Subaward: \$407,000

5.10.7.2 Amendment One: \$417,000

5.10.7.2.1 Federal CARES Act Funds: \$292,000

5.10.7.2.2 CDA CARES Act Funds: \$125,000

5.10.7.3 Amendment Two: \$5,000

5.10.7.4 Amendment Three: \$33,000

5.10.7.5 Amendment Four: \$123,680

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

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

5.10.7.6 Amendment Five: \$421,000

IX. Subparagraph 5.10.8 is deleted in its entirety and replaced as follows:

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

5.10.8.1 Subaward Sum Year 1: \$985,680

5.10.8.2 Subaward Sum Year 2: \$421,000

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

5.10.9 Total Amount of Federal Award (Maximum Subaward Sum): \$1,406,680

XI. Subparagraph 5.10.10 is deleted in its entirety and replaced as follows:

5.10.10 Federal Award Project Description

5.10.10.1 July 1, 2020 - June 30, 2021: Federal Title IIIB 3BSL; Federal Title IIIC1 3C1L and NSIP C1 NC1L; Federal Title IIIC2 3C2L and NSIP C2 NC2L; Federal Title IIIC1 CRCM and Federal Title IIIC2 CRHD; and, CARES Title IIIC2 HDC3

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

XII. Subparagraph 8.10 (Consideration of Hiring County Employees Targeted for Layoffs or on Re-Employment List) is deleted in its entirety and replaced as follows:

8.10 Consideration of Hiring County Employees Targeted for Layoffs or are on a County Re-Employment List

8.10.1 Should Subrecipient (that is, "Contractor") require additional or replacement personnel after the effective date of this Subaward (that is, "Contract") to perform the Services set forth herein, Contractor shall give first consideration for such employment openings to qualified permanent County employees who are targeted for layoff or to qualified former County employees who are on a re-employment list during the life of this Contract.

XIII. Subparagraph 8.18 (Facsimile Representations) is deleted in its entirety and replaced as follows:

8.18. Counterparts and Electronic Signatures and Representations

8.18.1 This Subaward may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Subaward. The facsimile, email or electronic signature of the parties shall be deemed to constitute original signatures, and facsimile or electronic copies hereof shall be deemed to constitute duplicate originals.

8.18.2 County and Subrecipient hereby agree to regard electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Subaward and any Amendments prepared pursuant to Subparagraph 8.1 (Amendments) and received via communications facilities (facsimile, email or electronic signature), as legally sufficient evidence that such legally binding signatures have been affixed to these documents.

XIV. Subparagraph 9.17.1 (Information Technology, Security and Privacy Requirements) is deleted in its entirety and replaced as follows:

9.17.1 In the course of completing the Work and providing Services under this Subaward, Subrecipient shall use any Information Technology Systems (ITS) as designated by County. This Subparagraph 9.17 and Exhibit EE (Information Technology and Privacy Requirements) set forth the requirements for the ITS which Subrecipient shall use. This Subparagraph 9.17 and Exhibit EE (Information Technology and Privacy Requirements) also set forth the security procedures for these systems which Subrecipient shall have in place by the effective date of

this Subaward and which Subrecipient shall maintain throughout the Subaward term. They present a minimum standard only. Subrecipient shall implement appropriate administrative, physical, and technical measures to secure its systems and data to protect and ensure the privacy, confidentiality, integrity, and availability of County Information Assets (PSCI) as defined in Subparagraph 9.17.5 (County Information Assets) against internal and external threats, vulnerabilities, and risks. Subrecipient shall also continuously review and revise those measures to address ongoing threats, vulnerabilities, and risks.

- XV. Subparagraph 9.17.6 (Physical and Environmental Security) is deleted in its entirety.
- XVI. Subparagraph 9.17.7 (Data Destruction) is deleted in its entirety, replaced, and renumbered as follows:

9.17.6 Data Destruction

9.17.6.1 When Subrecipient has maintained, processed or stored County Information Assets, implied or expressed, and such County Information Assets are no longer required to be retained by Subrecipient under this Subaward and applicable law, County shall have sole authority to determine when Subrecipient shall destroy any such County Information Assets as described herein. Subrecipient shall only proceed with the destruction of County Information Assets (which may be stored on purchased, leased or rented electronic storage equipment (e.g., printers, hard drives, etc.) and electronic devices (e.g., servers, workstations, etc.) that are geographically located within Los Angeles County or external to Los Angeles County's boundaries) upon receiving written authorization from County.

9.17.6.2 Subrecipient shall destroy such County Information Assets by:

9.17.6.2.1 Cross-cut shredding or otherwise destroying paper, film, disk drives or other hard copy media so that PSCI cannot be read or otherwise reconstructed.

9.17.6.2.2 Clearing, purging or destroying electronic media containing PSCI consistent with National Institute of Standards and Technology ("NIST") Special

Publication ("SP") 800-88 (Guidelines for Media Sanitization) which is available on-line at:
<http://csrc.nist.gov/publications/PubsDrafts.html#SP-800-88-Rev.%201> and United States Department of Defense 5220.22-M data sanitization and clearing directive such that the PSCI cannot be retrieved.

- 9.17.6.3 Subrecipient shall have the sole responsibility to certify that the County Information Assets have been appropriately destroyed consistent with the requirements outlined herein.
- 9.17.6.4 Subrecipient shall provide County with written certification validating that any and all County Information Assets were placed in one (1) or more of the following stored states: unusable, unreadable and/or indecipherable. Subrecipient shall submit such certification to County's Contract Manager no later than ten (10) days after the occurrence of this event.
- 9.17.6.5 Lower Tier Subrecipient shall provide County with written certification validating that any and all County Information Assets were destroyed and are in one (1) or more of the following states: unusable, unreadable and/or undecipherable. Lower Tier Subrecipient shall submit such certification to County's Contract Manager no later than ten (10) days after the removal of any electronic storage equipment and devices and the destruction of the County Information Assets.

XVII. Subparagraph 9.17.8 (Encryption on Workstations and Portable Computing Devices) is deleted in its entirety, replaced, and renumbered as follows:

9.17.7 Encryption on Workstations and Portable Computing Devices

- 9.17.7.1 Subrecipient and any approved Lower Tier Subrecipient shall use software and/or hardware encryption methods for confidential County Information Assets stored on all electronic media in accordance with the following standards:
 - 9.17.7.1.1 Federal Information Processing Standard Publication ("FIPS") 140-2.

- 9.17.7.1.2 NIST SP 800-57 (Recommendation for Key Management - Part 1: General (Revision 3).
- 9.17.7.1.3 NIST SP 800-57 (Recommendation for Key Management - Part 2: Best Practices for Key Management Organization).
- 9.17.7.1.4 NIST SP 800-111 (Guide to Storage Encryption Technologies for End User Devices).
- 9.17.7.1.5 At a minimum, Subrecipient shall use Advanced Encryption Standard ("AES") with cipher strength of 256-bit.
- 9.17.7.1.6 Prior to use of remote servers (e.g., cloud storage, Software-as-a-Service (SaaS), etc.) for storage of County Information Assets, Subrecipient shall obtain written approval from County's Contract Manager.
- 9.17.7.2 Subrecipient and any approved Lower Tier Subrecipient shall use software and/or hardware encryption methods for transmitted (i.e., through network transmission) confidential County Information Assets in accordance with the following standards:
 - 9.17.7.2.1 NIST SP 800-52 (Guidelines for the Selection and Use of Transport Layer Security Implementations).
 - 9.17.7.2.2 NIST SP 800-57 (Recommendation for Key Management - Part 3: Application-Specific Key Management Guidance).
- 9.17.7.3 Subrecipient and any approved Lower Tier Subrecipient shall have operational policies, procedures and practices which protect County Information Assets (PSCI) as specified in the State Administrative Manual Sections 5300 to 5365.3; California Government Code Section 11019.9; Department of General Services Management Memo (MM 06-12); Department of Finance Budget Letter (06-34); California Department of Aging Program Memorandum (PM 07-18(P)); Statewide Health Information Policy

Manual; and, County's Board of Supervisors Policy Number 5.200 (Contractor Protection of Electronic County Information).

9.17.7.4 Subrecipient and any approved Lower Tier Subrecipient shall encrypt PSCI which are stored on all electronic media (including workstations, portable computing devices (including, but not limited to, workstations, servers, mobile devices, wearables, tablets, laptops, personal digital assistants, notebook computers, and backup media) and/or portable electronic storage media (including, but not limited to, discs, thumb/flash drives, external/portable hard drives, and backup media)).

9.17.7.5 Subrecipient shall certify its compliance with the encryption standards noted herein as a condition of executing this Subaward. Subrecipient provide such certification by completing and submitting Exhibit AA (Subrecipient's Compliance with Encryption Requirements) in the form and manner as determined by County. Subrecipient shall maintain compliance with this policy during the term of this Subaward and for as long as Subrecipient maintains or is in possession of County Information Assets. In addition to the foregoing certification, Subrecipient shall maintain any validation/attestation reports that the data encryption product generates and such reports shall be subject to audit in accordance with the requirements outlined in Subparagraph 8.38 (Record Retention, Inspection and Audit Settlement). In the event of Subrecipient's non-compliance with these requirements, County will require Subrecipient to develop and execute a corrective action plan. Subrecipient's failure to comply with this policy may subject Subrecipient to suspension or termination of this Subaward, denial of access to County information technology resources and/or other remedies which are deemed appropriate by County.

XVIII. Subparagraph 9.17.9 (Software Maintenance and Operational management) is renumbered as follows:

9.17.8 Software Maintenance and Operational Management

9.17.8.1 Subrecipient shall deploy up-to-date anti-virus software with current definitions on all computer systems on which County Information Assets are stored and/or transmitted.

- 9.17.8.2 Subrecipient and any approved Lower Tier Subrecipient shall ensure that all security patches, software updates/upgrades, etc. are applied to all computer systems on which County Information Assets are stored and/or transmitted.
- 9.17.8.3 Subrecipient shall deploy adequate back-up facilities to ensure that its essential business information can be promptly recovered in the event of a disaster or media failure.
- 9.17.8.4 Subrecipient shall ensure that its operating procedures are adequately documented and designed to protect information, computer media and data from theft and unauthorized access.

- XIX. Subparagraph 9.17.10 (Access Control) is deleted in its entirety.
- XX. Subparagraph 9.17.11 (Personnel and Subrecipient Protections) is deleted in its entirety.
- XXI. Subparagraph 9.17.12 (County's Security Audit) is deleted in its entirety.
- XXII. Subparagraph 9.17.13 (Security Incident Reporting) is renumbered as follows:

9.17.9 Security Incident Reporting

- 9.17.9.1 A security incident occurs when County Information Assets are or reasonably believed to have been accessed, modified, destroyed or disclosed without proper authorization or are lost or stolen. A security incident includes (but is not limited to) instances in which Subrecipient employees access systems in excess of their user rights or use the systems inappropriately, data is breached, etc. Subrecipient and any approved Lower Tier Subrecipient must comply with California Department of Aging's security incident reporting procedure which is available online at http://aging.ca.gov/Programsproviders/Information_Security_and_Privacy.

9.17.9.2 Notification of Security Breach to County

- 9.17.9.2.1 Subrecipient must immediately report all security incidents to County's Program Manager but in no event shall the report be

made more than two (2) business days after its detection. Subrecipient shall initiate the contact by telephone and followed by written letter of any potential or actual security attacks or security incidents.

- 9.17.9.2.2 Subrecipient's notification of the security incident shall include the approximate date and time of its occurrence and a summary of the relevant facts, including a description of measures being taken to address the occurrence.

9.17.9.3 **Notification of Security Breach to Clients**

- 9.17.9.3.1 Subrecipient and any approved Lower Tier Subrecipient shall give written notice to any Client or data subject whose PSCI may have been breached in accordance with HIPAA, the Information Practices Act of 1977, and State policy.

XXIII. Subparagraph 9.17.14 (Electronic Backups) is renumbered as follows:

9.17.10 **Electronic Backups**

- 9.17.10.1 Subrecipient and any approved Lower Tier Subrecipient shall ensure that all electronic County Information Assets are protected by performing regular backup of automated files and databases, and ensure the availability of County Information Assets for continued business. Subrecipient and any approved Lower Tier Subrecipient shall ensure that all data files and backup files are encrypted.

XXIV. Subparagraph 9.17.15 (Cloud Storage) is deleted in its entirety.

XXV. Subparagraph 9.17.16 (Hardware Return) is deleted in its entirety.

XXVI. Subparagraph 9.17.17 is deleted in its entirety, replaced, and renumbered as follows:

- 9.17.11 Subrecipient shall ensure that any approved Lower Tier Subrecipient(s) adheres to all of the provisions included in this Subparagraph 9.17 and Exhibit EE (Information Technology and Privacy Requirements).

- XXVII. "Exhibit F (Subrecipient's Administration) FY 2021-22" is added, is an addendum to "Exhibit F (Subrecipient's Administration)", and is incorporated herein by reference.
- XXVIII. "Exhibit O (Charitable Contributions Certificate) FY 2021-22" is added and is an addendum to "Exhibit O (Charitable Contributions Certificate)", and is incorporated herein by reference.
- XXIX. "Exhibit R (Joint Funding Revenue Disclosure) FY 2021-22" is added and is an addendum to "Exhibit R (Joint Funding Revenue Disclosure)", and is incorporated herein by reference.
- XXX. "Exhibit W1 (Budget) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit W1 (Budget)", and is incorporated herein by reference.
- XXXI. "Exhibit W2 (Budget) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit W2 (Budget)", and is incorporated herein by reference.
- XXXII. "Exhibit W3 (Budget) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit W3 (Budget)", and is incorporated herein by reference.
- XXXIII. "Exhibit X1 (Mandated Program Services) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Service)", and is incorporated herein by reference.
- XXXIV. "Exhibit X2 (Mandated Program Services) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit X2 (Mandated Program Services)", and is incorporated herein by reference.
- XXXV. "Exhibit X3 (Mandated Program Services) Amendment 5 {FY 2021-22 Baseline Funding}" is added, is an addendum to "Exhibit X3 (Mandated Program Services)", and is incorporated herein by reference.
- XXXVI. "Exhibit Y (List of Lower Tier Subawards) FY 2021-22" is added and is an addendum to "Exhibit Y (List of Lower Tier Subawards)", and is incorporated herein by reference.
- XXXVII. "Exhibit EE (Information Technology and Security Privacy Requirements)" is added and is incorporated herein by reference.
- XXXVIII. The "Fiscal Year 2021-22 Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter is incorporated herein by reference.

effect.

[illegible]

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

COUNTY OF LOS ANGELES

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

SUBRECIPIENT

City of Gardena
Subrecipient's Legal Name

ENP202105
Subaward Number

By Clint Osorio Jun 7, 2021
Name of Authorized Representative Date

City Manager
Title

Clint Osorio
Clint Osorio (Jun 7, 2021 13:27 PDT)
Signature

Approved as to Form:

OFFICE OF COUNTY COUNSEL

Rodrigo A. Castro-Silva, County Counsel

By _____
Lawrence M. Green
Senior Deputy County Counsel

By _____
Name of Authorized Representative Date

Title

Signature







FY 2021-22 ENP Amendment Five (City of Gardena) (06-01-2021) (Final)

Final Audit Report

2021-06-07

Created:	2021-06-07
By:	Irma Panosian (IPanosian@wdacs.lacounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8jAz87BFx7DKYQGQp20ARXYD_deuERLr

"FY 2021-22 ENP Amendment Five (City of Gardena) (06-01-2021) (Final)" History

-  Web Form created by Irma Panosian (IPanosian@wdacs.lacounty.gov)
2021-06-01 - 11:42:21 PM GMT
-  Web Form filled in by Clint Osorio (cosorio@cityofgardena.org)
2021-06-07 - 8:27:25 PM GMT- IP address: 64.201.101.66
-  Document emailed to Clint Osorio (cosorio@cityofgardena.org) for signature
2021-06-07 - 8:27:28 PM GMT
-  E-signature verified by Clint Osorio (cosorio@cityofgardena.org)
2021-06-07 - 8:27:46 PM GMT- IP address: 64.201.101.66
-  Agreement completed.
2021-06-07 - 8:27:46 PM GMT
-  Email viewed by Clint Osorio (cosorio@cityofgardena.org)
2021-06-07 - 8:27:46 PM GMT- IP address: 64.201.101.66



City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.C
Section: DEPARTMENTAL
ITEMS - RECREATION &
HUMAN SERVICES
Meeting Date: June 22, 2021

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

AGENDA TITLE: RESOLUTION NO. 6518 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE SUPPORTIVE SERVICES PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2021-2022

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution No. 6518

RECOMMENDATION AND STAFF SUMMARY:

The County of Los Angeles Workforce Development, Aging and Community Services (WDACS) has been

awarded funding for providing services for older adults under the Older Americans Act (OAA). The City of

Gardena wishes to submit a signed, executed Supportive Services Program (SSP) agreement with WDACS.

In order to certify the approval of City Council to enter into this transaction with the County of Los Angeles for

the purpose of providing seniors vital in-home care assistance for Fiscal Year 2021-2022, it is necessary that

this resolution be adopted.

FINANCIAL IMPACT/COST:

None.

ATTACHMENTS:

[Resolution_No._6518-Authorize_CM_to_sign_contracts_and_subawards_SSP.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

RESOLUTION NO. 6518

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE SUPPORTIVE SERVICES PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2021/2022.

WHEREAS, the City of Gardena has established an in-home help program for seniors through its Recreation and Human Services Department; and

WHEREAS, the County of Los Angeles Workforce Development, Aging and Community Services has been awarded the funds for providing services for older adults under the Older Americans Act; and

WHEREAS, the City of Gardena wishes to submit a signed, executed Supportive Services Program agreement; and

WHEREAS, in order to certify the approval of City Council to enter into this transaction with the County of Los Angeles Workforce Development, Aging and Community Services for the purpose of providing seniors with vital in-home care assistance for Fiscal Year 2021/2022, it is necessary that this resolution be adopted.

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

SECTION 1. Designates the City Manager as authorized to sign the Supportive Services Program agreement, binding the City to the Subaward (and any amendments or addendums thereto), and approve and accept Subaward funds on behalf of the City.

SECTION 2. The Mayor, or presiding officer, is hereby authorized to affix her signature to this resolution signifying its adoption by the City Council of the City of Gardena and the City Clerk, or her duly appointed assistant, is directed to attest thereto.

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

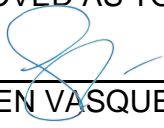
Passed, approved, and adopted this _____ day of _____, 2021.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney