GARDENA ECONOMIC BUSINESS ADVISORY COMMISSION

Regular GEBAC Meeting Notice and Agenda

Website: www.cityofgardena.org

Wednesday, July 16, 2025 – 11:30 AM

Nakaoka Community Center, 2nd Floor, Room D

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

1. **PARTICIPATE BEFORE THE MEETING** by emailing the Gardena Board/Commission/Committee at publiccomment@cityofgardena.org two (2) hours before the meeting starts on the day of the meeting and write "Public Comment" in the subject line.

2. **ATTEND THE MEETING IN PERSON**

   PUBLIC COMMENT: The Gardena Board/Commission/Committee will hear from the public on any item on the agenda or any item of interest that is not on the agenda at the following times:

   - Agenda Items: At the time the Board/Commission/Committee considers the item or during Public Comment
   - If you wish to address the Gardena Board/Commission/Committee, please complete a "Speaker Request" form and present it to staff. You will be called upon when it is your turn to address the Board/Commission/Committee. The Board/Commission/Committee cannot legally take action on any item not scheduled on the Agenda. Such items may be referred for administrative action or scheduled on a future Agenda. Members of the public wishing to address the Board/Commission/Committee will be given three (3) minutes to speak.

The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by phone (310) 217-9565 or email cityclerk@cityofgardena.org at least 24 hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

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

Thank you for your attendance and cooperation.

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1. **CALL MEETING TO ORDER**

2. **ROLL CALL**
    1. Josh Bettencourt, Chair
    2. Paul Giuliano, Vice-Chair
    3. Gene Hale
    4. Jules Laross Kanhan
    5. Naresh Solanki
    6. Moe Shemirani
    7. Kale Morita
    8. Gilbert Bernal, Jr.
    9. Christyna Giles Washington
    10. Donald Penegar

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENT**
   This is the time where the public may address the Gardena Economic Business Advisory Commission on items that are not on the agenda, but within the Gardena Economic Business Advisory Commission jurisdiction. Comments should be limited to three minutes.

5. **APPROVAL OF MINUTES**

   5.A May 21, 2025
   GEBAC_Minutes 05-21-2025 - FINAL.pdf

6. **NEW BUSINESS / MEMBER INITIATIVES**

   6.A Introduction of a New Commissioner - Donald Penegar

   6.B Discussion of the Draft Bylaws
   DRAFT GEBAC BYLAWS

7. **CITY MANAGER COMMUNICATIONS**

8. **STAFF COMMUNICATIONS**

9. **COMMISSIONER COMMUNICATIONS**

10. **ADJOURNMENT**
    The Gardena Economic Business Advisory Commission will adjourn to the next meeting at 11:30 AM on September 17th, 2025.

    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 11th day of July 2025.

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

MINUTES
Regular GEBAC Meeting of the
Gardena Economic Business Advisory Commission
Wednesday, May 21, 2025

The Regular GEBAC Meeting Notice and Agenda of the Gardena Economic Business Advisory Commission of the City of Gardena, California, was called to order at 11:30 AM on Wednesday, May 21, 2025, in the Nakaoka Community Center, 1st Floor, Room A at 1670 W. 162nd Street, Gardena, California.

1. CALL MEETING TO ORDER

The meeting was called to order at 11:51 AM.

2. ROLL CALL

Present: Chair Steve Rogers; Commissioner Gene Hale, Commissioner Joshua Bettencourt; Commissioner Jules Laross Kanhan; Commissioner Naresh Solanki; Commissioner Gilbert Bernal Jr; Commissioner Christyna Giles Washington; and Commissioner Paul Giuliano. Employees present: Economic Development Manager Jackie Choi and Administrative Analyst I, Georgina Placido.

Commissioners Moe Shemirani and Kale Morita were absent.

Chair Rogers welcomed Commissioner Paul Giuliano, the new appointee from Mayor Cerda. He expressed his appreciation for Commissioner Giuliano, stating that he believes Giuliano will be a valuable addition to the GEBAC Commission.

Chair Rogers announced that this would be his last meeting as the GEBAC Chairman. He informed everyone that there are two open positions: Chair and Vice-Chair. He recommended that nominations and a vote be conducted to fill these positions. Once elected, the new Chair and Vice-Chair will take effect at the next meeting.

3. PLEDGE OF ALLEGIANCE

4. ELECTIONS

4.A Election of Chair

Chair Rogers made a recommendation to elect Commissioner Joshua Bettencourt as the new Chair. Commissioner Naresh Solanki seconded the recommendation.

Commissioner Bettencourt accepted the nomination and election as the new GEBAC Chairman.

Chair Rogers expressed his gratitude and acknowledged Commissioner Bettencourt's interest and contributions to the commission and the revitalization program.

Economic Development Manager Jackie Choi explained that the voting process would require a majority of votes from all the Commissioners in attendance.

MOTION: A motion was made by Chair Rogers and seconded by Commissioner Solanki to Elect Commissioner Joshua Bettencourt as the New Chair for the Gardena Economic Business Advisory Commission:

Ayes: Rogers, Hale, Bettencourt, Kanhan, Solanki, Bernal, Washington, and Giuliano
Noes: None
Absent: Shemirani and Morita

Ms. Choi explained that when the GEBAC was formalized as a Commission from a Committee, the city adopted an ordinance that was incorporated into the Municipal Code. This code specifies that GEBAC must adopt its own bylaws, which means it is up to GEBAC to determine when meetings will be scheduled, how the Chair and Vice-Chair will be appointed, and the duration of their terms. Currently, there are no adopted bylaws, so we are following the rules set forth by the Municipal Code. She informed everyone that by the next meeting, staff would bring back a recommendation for bylaws. This document will help the Commissioners finalize the details regarding meeting dates, times, locations, and the terms of service for the Chair and Vice-Chair, along with any additional information. Ms. Choi also noted that the handbook provided to all Commissioners upon their appointment discusses the Brown Act, which is mandatory for all council members and commissions. Under the Brown Act, commissions can adopt their own bylaws specifically concerning the nomination of the Chair, Vice-Chair, and the meeting schedule.

Chair Rogers recommended that meetings be held every other month and that both the Chair and Vice-Chair serve a minimum term of two years. This would provide the officers with sufficient time to accomplish their objectives.

Ms. Choi suggested that staff will research how other commissions in the city are approaching this issue and present their findings as options for the Commission to consider.

4.B Election of Vice Chair

Commissioner Hale made a recommendation to elect Commissioner Giuliano as the new Vice-Chair. Commissioner Joshua Bettencourt seconded the recommendation.

Commissioner Giuliano accepted the nomination and election as the new GEBAC Vice-Chair.

MOTION: A motion was made by Commissioner Hale and seconded by Commissioner Bettencourt to Elect Commissioner Paul Giuliano as the New Vice-Chair for the Gardena Economic Business Advisory Commission:

Ayes: Rogers, Hale, Bettencourt, Kanhan, Solanki, Bernal, Washington, and Giuliano
Noes: None
Absent: Shemirani and Morita

Chair Rogers congratulated Commissioner Giuliano and Bettencourt on their new roles as Chair and Vice Chair. He acknowledged Mayor Cerda for her presence and thanked her for attending the meeting.

Mayor Cerda expressed her happiness at being able to attend and check in on the Commission. She mentioned that she has been eager to attend the meeting since the introduction of the Gardena Boulevard revitalization program to the City Council. Mayor Cerda commended all the commissioners for their hard work and expressed her appreciation for Chair Rogers, as this was his last meeting. She thanked him for his years of service and friendship.

Chair Rogers expressed his gratitude to Mayor Cerda, all members of the GEBAC Commission, and staff. He noted that he will always consider Gardena as part of his home. Commissioner Hale shared some background history about Chair Rogers and the GEBAC Commission.

5. PUBLIC COMMENT – *No Items*

6. APPROVAL OF MINUTES

6.A January 15, 2025

MOTION: A motion was made by Commissioner Bettencourt and seconded by Commissioner Washington to approve the minutes of the meeting on January 15, 2025:

Ayes: Rogers, Bettencourt, Kanhan, Bernal, Washington
Noes: None
Absent: Shemirani and Morita

7. NEW BUSINESS / MEMBER INITIATIVES

7.A Introduction of a New Commissioner - Paul Giuliano

Commissioner Giuliano (New Vice-Chair) introduced himself and provided background on his family's long-standing business in Gardena. He expressed his desire to contribute to the commission and continue his family's legacy in the city. Chair Rogers shared his own experiences in the business world, while Commissioner Washington reminisced about her own memories of Giuliano's business.

Mayor Cerda mentioned that she would be interested in touring his business, similar to the visit they made to Nissin, where they had the opportunity to see how noodles were made and packaged.

7.B Recommendation on the Appointment of Jackie Choi to Serve as the Board Member of the South Bay Workforce Investment Board (SBWIB).

Ms. Choi informed everyone that she has been the board member since she started working for Gardena. She informed everyone that when the reappointment occurs, it will go before the City Council for approval before being sent to the South Bay WIB.

MOTION: A motion was made by Chair Rogers and seconded by Commissioner Washington to Appoint Jackie Choi to Serve as the Board Member of the South Bay Workforce Investment Board (SBWIB):

Ayes: **Rogers, Hale, Bettencourt, Kanhan, Solanki, Bernal, Washington, and Giuliano**
Noes: **None**
Absent: **Shemirani and Morita**

7.C Discussion of the Gardena Boulevard Revitalization Program

Ms. Choi provided an update on the status of the Gardena Boulevard revitalization program. She explained that city staff is currently seeking a consultant to help manage the program. Once a consultant is selected, the information will be presented back to the GEBAC Commission.

Commissioner Hale inquired about the final amount of the grant. Ms. Choi confirmed that each business could receive up to thirty thousand dollars, and the overall grant total was two million dollars.

Commissioner Bernal asked if there was a set timeframe for the program. Ms. Choi replied that there is currently no set timeframe. She proceeded to explain the GEBAC recommendations, the involvement of city staff, the program process, the consultant's role, marketing efforts, community meetings, and the application process, noting that participation in the program would be on a first-come, first-served basis.

Commissioner Washington asked if the consultant will be a secondary consultant. Commissioner Hale also asked for clarification. Ms. Choi confirmed that was correct, noting that the first consultant was hired solely for the design of the facade.

Commissioner Bettencourt recalled a prior discussion about needing to start or finish by a certain date to retain or utilize the funds; otherwise, the money would be lost. Ms. Choi confirmed that they have five years for the process and that they are currently in year two. He also asked if the funds were provided by the state. Ms. Choi confirmed that the funds had already been received.

Chair Rogers then asked Mayor Cerda about the City Council's position on the recommendations for the colors presented. Mayor Cerda responded that the recommended colors were accepted; however, one member of the public expressed reservations. It was ultimately determined that this individual was not a current business owner and noted that there was not a unanimous vote among the Council members, as some members expressed their concerns about the colors.

8. <u>CITY MANAGER COMMUNICATIONS</u>

No reportable items.

9. STAFF COMMUNICATIONS

Economic Development Manager Jackie Choi shared details about the annual job fair that will be co-hosted with the South Bay Workforce Investment Board on Thursday, May 22, 2025, at the Nakaoka Community Center from 9:00 a.m. – 1:00 p.m.

Commissioner Bernal, Mayor Cerda and Commissioner Washington had questions and Ms. Choi answered them all.

10. COMMISSIONER COMMUNICATIONS

1) CHAIR ROGERS – He asked if the city exploring additional grant opportunities to expand the revitalization program. Ms. Choi confirmed that the city is looking for other grants.

2) COMISSIONER HALE – No items to report.

3) COMMISSIONER BETTENCOURT - He thanked Chair Rogers for the recommendation.

4) COMMISSIONER KANHAN – No items to report.

5) COMMISSIONER SOLANKI – He thanked Chair Rogers for his service.

6) COMMISSIONER BERNAL – No items to report.

7) COMMISSIONER WASHINGTON – She expressed concerns regarding the challenges faced by local businesses and the need for better communication and assistance from the city. Commissioner Hale shared his thoughts on the issue, and Ms. Choi mentioned that she is available to assist or guide the business owners in the right direction, depending on the specific problems they encounter.

8) COMMISSIONER GIULIANO – No items to report.

11. ADJOURNMENT

Chair Rogers adjourned the meeting at 12:31 PM.

SUBMITTED:	APPROVED BY:
______________________________	______________________________
Jackie Choi, Liaison	Joshua Bettencourt, Chair

CITY OF GARDENA

GARDENA ECONOMIC BUSINESS ADVISORY COMMISSION

BYLAWS

Approved ________, 2025

SECTION I. NAME OF COMMISSION

The name of the Commission is the Gardena Economic Business Advisory Commission, hereinafter referred to as the "GEBAC"

SECTION II. HISTORY

On July 27, 2021, the City Council of the City of Gardena codified the former Gardena Economic Development Advisory Committee as a commission. The authorities and duties delegated by the City Council are found in the Gardena Municipal Code (GMC) Chapter 2.66.

SECTION III. PURPOSE

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.

SECTION IV. MEMBERSHIP

A. Membership of the Commission shall be the following members:

The GEBAC shall consist of eleven (11) members. The mayor and each council member shall have the right to nominate two (2) members, and the city manager shall nominate one (1) member, and such nominations shall be honored by ratification and confirmation by a majority vote of the membership of the council.

B. Terms shall be as follows:

1. The term of office for each member of the GEBAC shall be coterminous with the term of the council member who nominated the commissioner.

2. Each commissioner shall serve at the pleasure of the council, and such appointments may be terminated by a majority vote of the membership of the council.

1. Each commissioner shall serve until a successor is appointed.

2. Commissioners may be reappointed.

C. Attendance and Reasons for Removal

1. Members shall notify the Chairperson or staff member in the event of an anticipated absence.

2. Any GEBAC commissioner who absents himself or herself from any three consecutive regular meetings of the GEBAC or who is absent from a total of four regular meetings of the commission in any twelve-month period shall thereby automatically forfeit his or her position as a member of the commission and the name of such person shall be automatically removed from the membership of the commission.

3. Staff will maintain attendance records.

4. Commission members will be required to annually file FPPC Form 700 Conflict of Interest or such other filings as required by law, with the City Clerk.

D. In the event of a vacancy on the Commission, the secretary of the commission shall thereupon promptly notify the council of such fact, whereupon the vacancy so created shall be filled.

SECTION V. COMMISSION ORGANIZATION

A. Meeting Schedule

1. The Commission shall meet once every other month at a time and place in the city to be determined by the commission. No meeting shall be scheduled on a legal holiday.

2. The Chairperson or a majority of the Commission may call special meetings.

B. Quorum and Voting

1. A majority of appointed members must be present to constitute a quorum.

2. Each member shall have one vote.

3. A majority vote of members present is necessary to carry any motion.

4. In the absence of a quorum for a regular meeting, a special meeting may be scheduled, if deemed necessary, by the Chairperson.

5. Commission Liaisons shall not have a vote and shall not be counted as members for purposes of establishing a quorum.

C. Standard Rules of Parliamentary Procedures

1. The generally accepted rules of parliamentary procedures shall govern all proceedings of the Commission.

2. All meetings of the Commission shall be open to the public.

D. Compliance with Brown Act Laws

It shall be the policy of this Commission that meetings of the members shall comply with Section 54950.5 of the Government Code known commonly as the Ralph M. Brown Act.

E. Officers and Elections

1. The Commission shall have the following officers: Chairperson and Vice- Chairperson.
   a. The Chairperson and the Vice-Chairperson shall be elected by the membership. Elections shall be held in May or soon thereafter of each two (2) years.
   b. Elections shall be held or appointments shall be made to fill vacancies in these positions as they occur or as soon thereafter as is practical.

2. The Chairperson shall act as facilitator at all Commission meetings and shall have the following responsibilities:
   a. To conduct meetings under the precepts of the generally accepted rules of parliamentary procedures.
   b. To encourage active participation of all members.
   c. To coordinate with staff on preparation of agendas.
   d. To make presentations to the City when appropriate.
   e. To appoint an Acting Chairperson in the event that notice is given by both the Chairperson and Vice-Chairperson that they will be absent at a meeting.
   f. To call special meetings as needed.

3. The Vice-Chairperson shall act as Chairperson in the absence of the Chairperson or in case of the inability of the Chairperson to act.

F. Role of Staff

1. Maintain attendance records.
2. Prepare summary minutes of all meetings.
3. Arrange for filling vacancies as necessary.
4. Prepare agendas in consultation with the Chairperson and deliver agendas to members and City Clerk before scheduled Commission meetings.
5. Provide information necessary for Commission work.
6. Assure compliance with applicable laws.
7. Lend professional expertise.
8. Track staff time spent on Commission work.
9. Furnish copies of special reports and comments of the Commission to the City Council.
10. Publicize public meetings as called for by the City Council.
11. Keep an up-to-date file relating to Commission business.

SECTION VI. AMENDMENTS

These Bylaws may be altered, amended, or repealed at any regular or special meeting of the Commission as necessary by a majority vote of the Commission.