No. 2016-04
Meeting of: 03/08/2016

AGENDA
CITY OF GARDENA
Regular
CITY COUNCIL MEETING

Council Chamber at City Hall, 1700 W. 162nd Street, Gardena, California
Website: www.ci.gardena.ca.us

PAUL K. TANAKA, *Mayor*
TERRENCE TERAUCHI, *Mayor Pro Tem*
TASHA CERDA, *Council Member*
MARK E. HENDERSON, *Council Member*
DAN MEDINA, *Council Member*

MINA SEMENZA, *City Clerk*
J. INGRID TSUKIYAMA, *City Treasurer*
MITCHELL G. LANSDELL, *City Manager*
PETER L. WALLIN, *City Attorney*

March 8, 2016

Closed Session 7:00 p.m.
Open Session 7:30 p.m.

***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 msemenza@ci.gardena.ca.us, at least two business days prior to the scheduled meeting to ensure assistance is provided. Assistive listening devices are available.*

***PUBLIC COMMENT**: The City Council will hear from the public on any item on the agenda or any item of interest that is not on the agenda. The City Council cannot legally take action on any item not scheduled on the agenda. Such items may be referred for administrative action or scheduled on a future agenda. The public has the opportunity to address the City Council at the following times:*

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

If you wish to address the Council, please complete a "Speaker Request" form and present it to the City Clerk. You will be called to the podium by name when it is your turn to address the Council.

Pursuant to California Government Code Section 54953(b)(3), any member of the public wishing to address the legislative body directly pursuant to California Government Code Section 54954.3 may do so at each teleconference location at the time the item is considered.

***CELLPHONES AND OTHER DISTRACTIONS**: Use of cell phones, pagers and other communication devices is prohibited while the Council Meeting is in session. Please turn all devices off or place on a silent alert and leave the Chambers to use. During the meeting, please refrain from applause or other actions that may be disruptive to the speakers and the conduct of City business.*

Thank you for your attendance and cooperation.

1. ROLL CALL

2. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code Sections 54956.9(d)(1)

(1) Kirk Clymer and Frank Lindsay v. City of Gardena
Civil Action Case No. 2:15-cv-09634-DMG-E

(2) City of Gardena v. Regional Water Quality Control Board, etc., et al
Los Angeles Superior Court Case No. BS1563472

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code, Section 54957(b)(1)
Title: City Manager

3. PLEDGE OF ALLEGIANCE & INVOCATION

A. PLEDGE OF ALLEGIANCE

(1) Kwentin Monk and Ellinore Ramos
Students from 153rd Street Elementary School

B. INVOCATION

(1) The Reverend John E. Ward, Senior Pastor / Minister of Music
First Southern Baptist Church of Gardena

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS

A. PRESENTATIONS

(1) Certificate of Appreciation to Ms. Ana Rodriguez for Dedicated Service to the City of Gardena as a Member of the Economic Development Committee – (***To be accepted by Ms. Rodriguez)***

(2) Certificate of Recognition to Police Reserve Officer Randy Clark for 45 Years of Outstanding Service to the City of Gardena – (***To be accepted by Officer Clark)***

B. PROCLAMATIONS

(1) "WOMEN'S HISTORY MONTH," March 2016 ***(To be proclaimed only)***

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS (Continued)

C. APPOINTMENTS

(1) Reorganization of City Council – Selection of Mayor Pro Tem

(2) Council Appointments to Commissions, Committees, Board, and Council (Commission Appointees to be Ratified and Sworn In; Committees, Board and Council Appointees to be Ratified Only)

(a) Human Services Commission
(b) Planning and Environmental Quality Commission
(c) Recreation and Parks Commission
(d) Senior Citizens Commission
(e) Gardena Youth Commission
(f) Gardena Beautification Committee
(g) Gardena Economic Development Committee
(h) Gardena Rent Mediation Board, Landlord Representative
(i) Gardena Rent Mediation Board, Tenant Representative
(j) Gardena Rent Mediation Board, At-Large Representative
(k) Gardena Business Advisory Council

5. CONSENT CALENDAR

NOTICE TO THE PUBLIC

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

A. Waiver of Reading in Full of All Ordinances Listed on This Agenda and That They be Read by Title Only

B. CITY CLERK

(1) Approval of Minutes

(a) City Council Regular Meeting, February 9, 2016
(b) Planning & Environmental Quality Commission, November 17, 2015

(2) Affidavit of Posting Agenda on March 4, 2016

C. CITY TREASURER

(1) Approval of Warrants / Payroll Register

(a) February 23, 2016
(b) March 8, 2016

(2) Monthly Investment Portfolio Report
(a) January 2016

5. CONSENT CALENDAR (Continued)

D. CITY MANAGER

(1) Personnel Report No. P-2016-04

(2) Approval of 2016 Residential Curb Painting Permit
Care for the Children
10934 Painter Avenue, Santa Fe Springs, CA 90670
Staff Recommendation: Approve Special Business Activity (Curb Painting) Permit

6. EXCLUDED CONSENT CALENDAR

7. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEETS

A. FEBRUARY 16, 2016, MEETING

(1) Site Plan Review #08-15
Approval of Site Plan Review #08-15 to construct a new 5,000 square foot commercial building located in the Neighborhood Commercial (C-2) zone.
Project location: 1400 West Redondo Beach Boulevard
Applicant: Mark Yorita/Waterpointe Commercial LLC
Commission Action: The Planning Commission **Adopted Resolution No. PC 01-16 approving Site Plan Review #08-15**, subject to the conditions of approval (Exhibit A) and direct staff to file a Notice of Exemption as an infill project.
Due to the cancellation of the regularly-scheduled City Council Meeting on February 23, 2016, the City Manager informed the City Council regarding the Commission Action and sought timely responses regarding a Call for Council Review, which resulted that "No Council Review" was requested, and no Appeals were received from the Public; therefore:
By unanimous consent of the City Council, Site Plan Review #08-15 was Received and Filed.

(2) Conditional Use Permit #06-13
Revocation of Conditional Use Permit #6-13 that allowed the operation of a 1,934 square foot billiards establishment located within an existing shopping center located in the Commercial (C-3) zone.
Project location: 15420 South Western Avenue, Suites F and G
Commission Action: The Planning Commission directed staff to prepare a resolution revoking Conditional Use Permit #06-13.
Receive and File

B. MARCH 1, 2016, MEETING – Meeting Cancelled

ORAL COMMUNICATIONS

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.

8. DEPARTMENTAL ITEMS

A. ELECTED & ADMINISTRATIVE OFFICES

(1) PUBLIC HEARING: RESOLUTION NO. 6215, Adopting New Fee Schedules for Services and for Facility Rentals in the City of Gardena, and Rescinding Resolution No. 5194
Staff Recommendation: Conduct a Public Hearing (Note: Each speaker's comments to be limited to three (3) minutes); Adopt Resolution No. 6215

(2) RESOLUTION NO. 6216, Adopting the Fiscal Year 2015-2016 Mid-Year Budget Amendments
Staff Recommendation: Adopt Resolution No. 6216

(3) CITY OF GARDENA FIVE-YEAR STRATEGIC PLAN, 2016-2021
Staff Recommendation: Receive and File Five-Year Strategic Plan, 2016-2021

(4) Authorization to Proceed with Development of the Public Safety Facility and Senior Community Center, Based on Initial Needs Assessment Concept Design Performed by Kosmont & Associates, Inc.

(a) RESOLUTION NO. 6219, Appropriating $15 Million from General Fund Reserve to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54, for Construction of the Public Safety Facility; and $2.9 Million for the Construction of the Senior Community Center from the In-Lieu Fund to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54

(b) Approval of Amendment to Consultant Agreement for Drafting of Request for Qualifications /Request for Proposals (RFQ/P) and Assistance in Managing the Process ("Project") to Identify a Design Build Team to Construct and Deliver a New Public Safety Facility and Senior Community Center with Kosmont & Associates, Inc.

Staff Recommendation: Adopt Resolution No. 6219 and Approve Amendment to the Consultant Agreement

(5) Extension of Exclusive Franchise Agreement with Jabi Enterprises Inc., DBA Hisham's Towing, for City-Related Towing Services, July 1, 2016, to June 30, 2019
Staff Recommendation: Approve Extension of Towing Services Franchise Agreement

B. POLICE, STREETS, & DEVELOPMENT SERVICES

(1) RESOLUTION NO. 6217, Instructing the Director of Police, Streets, and Development Services to Order the City Engineer to Prepare and File a Report for the City of Gardena Artesia Boulevard Landscaping Assessment District in Accordance with Article 4, Chapter 1, Part 2, of the Streets and Highways Code "Landscaping and Lighting Act of 1972," for the Fiscal Year Commencing July 1, 2016 and Ending June 30, 2017
Staff Recommendation: Adopt Resolution No. 6217

(2) RESOLUTION NO. 6218, Instructing the Director of Police, Streets, and Development Services to Order the City Engineer to Prepare and File a Report for the City of Gardena Consolidated Street Lighting District in Accordance with Article 4, Chapter 1, Part 2, of the Streets and Highways Code "Landscaping and Lighting Act of 1972," for the Fiscal Year Commencing July 1, 2016 and Ending June 30, 2017
Staff Recommendation: Adopt Resolution No. 6218

8. DEPARTMENTAL ITEMS (Continued)

B. POLICE, STREETS, & DEVELOPMENT SERVICES (Continued)

(3) Approval of the Professional Services Agreement with Uniplan Engineering, Inc. for Design, Construction Management, and Inspection Services for A) Local Streets Overlay 2016, JN 897; B) Sewer Rehabilitation 2016, JN 895, in the Amount of $176,090.00
Staff Recommendation: Approve Professional Services Agreement

(4) Award Contract

(a) Pedestrian Safety Improvement 2016, Various Locations, JN 894

(b) Sidewalk Replacement 2016, Various Locations, JN 898
Ruiz Concrete and Paving, Inc. in the Amount of $269,105.54
Staff Recommendation: Award Contract

(5) Approval of Final Tract Map No. 73105
14504 S. Normandie Avenue
Staff Recommendation: Approve Final Tract Map

(6) Acceptance of Project and Notice of Completion
National Guard Armory Site Improvement, JN 905
All American Asphalt
Staff Recommendation: Accept and Order the Recordation of Notice of Completion

C. RECREATION, HUMAN SERVICES, PARKS, & FACILITIES

(1) Acceptance of Project and Notice of Completion
Mas Fukai Park Playground Equipment Project, JN 820
Dave Bang Associates, Inc.
Staff Recommendation: Accept and Order the Recordation of Notice of Completion

(2) Approval of Carnival Contract with Signature Events & Catering for Carnival at Mas Fukai Park, April 8, 9, and 10, 2016
Staff Recommendation: Approve Contract

D. TRANSPORTATION

(1) FY 2016 Low Carbon Transit Operations Program (LCTOP)

(a) RESOLUTION NO. 6206, Authorization for the Execution of the Certification of Assurances;

(b) RESOLUTION NO. 6207, Authorization Project Submittal to the California Department of Transportation

Staff Recommendation: Adopt Resolutions No. 6206 and No. 6207

9. COUNCIL ITEMS, DIRECTIVES, & REMARKS

A. COUNCIL ITEMS – No Items

B. COUNCIL DIRECTIVES

9. COUNCIL ITEMS, DIRECTIVES, & REMARKS (Continued)

C. COUNCIL REMARKS

(1) COUNCIL MEMBER MEDINA
(2) COUNCIL MEMBER CERDA
(3) COUNCIL MEMBER HENDERSON
(4) MAYOR PRO TEM TERAUCHI
(5) MAYOR TANAKA

10. ANNOUNCEMENTS

11. REMEMBRANCES

Mrs. Marjorie (Margie) Henderson-Thayne, 68 years of age, beloved mother of City of Gardena Council Member Mark E. Henderson; Mr. Lee Miller, beloved son of Normandie Casino founders Russ & Mary Miller, brother of Larry, Greg, and Stephen Miller, father of former Normandie Casino President Michelle Miller Wahler, and uncle of current Normandie Casino General Manager Lauren Miller Cole; Mr. Lyman Nojima, life-long resident of Gardena, survived by his loving wife, children, and grandchildren; Mr. James M. Nakamura, 83 years old; life-long Gardena resident, survived by his loving wife, Jean, and numerous family members – he served with the U.S. Coast Guard; and Mr. Kenneth Duke, 83 years old, Fire Fighter Specialist with County of Los Angeles Fire District, formerly with the City of Gardena Fire Department, Fire Station 1, who retired in 1984 after 26 years of service

12. ADJOURNMENT

The Gardena City Council will adjourn to a Regular City Council Meeting at 7:00 p.m. on Tuesday, March 22, 2016.

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 on file in the Office of the City Clerk.

Dated this 4th day of March, 2016

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

Certificate of Appreciation

presented to

ANA RODRIGUEZ

In official acknowledgment and genuine appreciation
of 3 years of exemplary, dedicated community leadership and service as

Member

GARDENA ECONOMIC DEVELOPMENT COMMITTEE

We, the Mayor and Councilmembers of the City of Gardena, do hereby deem it a distinct honor and pleasure to commend you for your efforts and to extend sincere best wishes for good health, happiness, and well-deserved success in all future endeavors.

Presented this eighth day of March, 2016

Paul K. Tomaka
Mayor

Tasha Cerda
Councilmember

Councilmember

Tanya Manoukian
Councilmember

Mark E. Henderson
Councilmember

PRESENTATIONS
4. A. (1)
03/08/2016

Certificate of Recognition

presented to

RANDY CLARK

Police Reserve Officer

In official acknowledgment and celebration of

45 YEARS

of commendable, valued service to the

City of Gardena,

its Officials, Staff, and Citizens as a trustworthy and responsible
Gardena City Council Meeting

Sergeant at Arms.

We, the Mayor and Members of the City Council of the City of Gardena, California, are pleased to present this special recognition to you for your long-time and loyal City service, and express our sincere, best wishes for many happy, healthy, and fulfilling years in the future.

Presented ❖ 8th day of March, 2016

Paul K. Tomaka
Mayor

Tasha Cerda
Councilmember

Councilmember

Tanya Francis
Councilmember

Mark E. Henderson
Councilmember

TO BE PROCLAIMED ONLY

" WOMEN'S HISTORY MONTH "
— MARCH 2016 —

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

The Women's History Month theme for 2016,

" Working to Form a More Perfect Union: Honoring Women in Public Service and Government, "

honors women who have shaped America's history and its future through their public service and government leadership.

Although often overlooked and undervalued, collectively they have dramatically influenced our public policy and the building of viable institutions and organizations. From championing basic human rights to ensuring access and equal opportunity for all Americans, they have led the way to establish stronger communities all across our great country.

Therefore, as Mayor of Gardena, I, Paul K. Tanaka hereby proclaim MARCH 2016, to be

" WOMEN'S HISTORY MONTH "

in the City of Gardena and encourage all citizens to recognize and honor the spirit, leadership, and dedicated endeavors of American women, historically and at the present time.

City of Gardena
City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 4. C. (1)
APPOINTMENTS
Meeting Date: 03/08/2016

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: REORGANIZATION OF CITY COUNCIL – SELECTION OF MAYOR PRO TEM

COUNCIL ACTION REQUIRED:	Action Taken
• Select Mayor Pro Tem	

RECOMMENDATION AND STAFF SUMMARY:

Mayor Pro Tem appointments are rotated annually.

Attached is a list of those who have served as Mayor Pro Tem for the City of Gardena beginning in April 1956.

The most recent selection was not done until early last April due to the timing of the 2015 City Election and the swearing in of Council in late March 2015.

Staff recommends that the term of service for the next Mayor Pro Tem be from April 2016 to April 2017.

The Council Member selected at the March 8, 2016, Council meeting will be seated and begin serving, as Mayor Pro Tem, at the April 12, 2016, Council meeting.

A copy of Council Policy No. 97-30, Council Bench Seating, is also offered for your information.

FINANCIAL IMPACT/COST:

N/A

ATTACHMENTS:

- List – City of Gardena Mayor Pro Tempores and Years Served
- Council Policy No. 97-30, Council Bench Seating

Submitted by Mitchell G. Lansdell, Mitchell G. Lansdell, City Manager Date: 03/02/2016

MAYOR PRO TEMPORE

CITY OF GARDENA

(Incorporated – September 11, 1930)

April 1956 – April 1958 ..... Adams W. Bolton

April 1958 – April 1962 ..... L. Pete Jensen

April 1962 – April 1966 ..... Robert M. Firstman

April 1966 – April 1967 ..... Robert R. Kane

April 1967 – April 1970 ..... Donald H. Davidson

April 1970 – April 1971 ..... Edmond J. Russ

April 1971 – March 1974 ..... Donald L. Dear

March 1974 – March 1975 ..... William L. Cox

March 1975 – March 1976 ..... Masani (Mas) Fukai

March 1976 – March 1977 ..... Charles A. Nader

March 1977 – March 1978 ..... Vincent H. Okamoto

March 1978 – March 1979 ..... Masani (Mas) Fukai

March 1979 – April 1980 ..... Charles A. Nader

April 1980 – April 1981 ..... Donald L. Dear

April 1981 – April 1982 ..... Paul Y. Tsukahara

April 1982 – April 1983 ..... Masani (Mas) Fukai

April 1983 – April 1984 ..... James W. Cragin

April 1984 – April 1985 ..... Gwen Duffy

April 1985 – April 1986 ..... Paul Y. Tsukahara

April 1986 – April 1987 ..... Masani (Mas) Fukai

April 1987 – April 1988 ..... James W. Cragin

April 1988 – April 1989 ..... Gwen Duffy

April 1989 – April 1990 ..... Paul Y. Tsukahara

April 1990 – April 1991 ..... Masani (Mas) Fukai

April 1991 – April 1992 ..... James W. Cragin

April 1992 – April 1993 ..... Gwen Duffy

April 1993 – April 1994 ..... Paul Y. Tsukahara

April 1994 – April 1995 ..... Masani (Mas) Fukai

April 1995 – April 1996 ..... James W. Cragin

April 1996 – March 1997 ..... Gwen Duffy

April 1997 – March 1998 ..... Masani (Mas) Fukai

March 1998 – March 1999 ..... Steven C. Bradford

March 1999 – March 2000 ..... James W. Cragin

March 2000 – March 2001 ..... Paul K. Tanaka

March 2001 – April 2002 ..... Steven C. Bradford

April 2002 – March 2003 ..... Grant J. Nakaoka

March 2003 – April 2004 ..... Paul K. Tanaka

April 2004 – March 2005 ..... Ronald K. Ikejiri

March 2005 – March 2006 ..... Steven C. Bradford

March 2006 – March 2007 ..... Oscar Medrano Jr.

March 2007 – April 2008 ..... Rachel C. Johnson

April 2008 – April 2009 ..... Ronald K. Ikejiri

April 2009 – Sept. 2009 ..... Steven C. Bradford

Sept. 2009 – July 2010 ..... Dan Medina

July 2010 – April 2011 ..... Tasha Cerda

April 2011 – April 2012 ..... Rachel C. Johnson

April 2012 – March 2013 ..... Ronald K. Ikejiri

March 2013 – March 2014 ..... Dan Medina

March 2014 – April 2015 ..... Tasha Cerda

April 2015 – April 2016 ..... Terrence Terauchi

April 2016 – April 2017 .....

COUNCIL POLICY

SUBJECT: **COUNCIL BENCH SEATING**

NO. 97-30 **REV.**
DATE April 22, 1997
Donald L. Dear
MAYOR

STATEMENT:

It is the desire of the City Council to memorialize the traditional informal seating for Council members at the Council bench as follows:

• Center Seat	The Mayor
• Seat to Right of Mayor	The Mayor Pro Tem
• Seat to Left of Mayor	The Most Senior Member of Council by Years of Service
• Seat to Far Right of Mayor	The Next Senior Member of Council by Years of Service
• Seat to Far Left of Mayor	The Member of Council having the Least Seniority by Years of Service

In the event that two or more seats on the Council would be vacated at one time, then seniority would be established by the number of votes received by the elected members, with the member having obtained the highest number of votes being declared the most senior member of the newly-elected council members.

CONSENT CALENDAR
5.B.(1)(a)
03/08/2016

MINUTES
Regular Meeting of the City of Gardena City Council Tuesday, February 9, 2016

The regular meeting of the City Council of the City of Gardena, California, was called to order at 7:00 p.m. on Tuesday, February 9, 2016, in the Council Chamber of City Hall at 1700 West 162nd Street, Gardena, California; Mayor Paul K. Tanaka presiding.

1. ROLL CALL

Present: Mayor Paul K. Tanaka; Mayor Pro Tem Terrence Terauchi; Council Member Dan Medina; and Council Member Mark Henderson. Council Member Cerda was not present but on her way. Other City officials and employees present: City Manager Mitchell G. Lansdell; City Attorney Peter L. Wallin; City Treasurer Ingrid Tsukiyama; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero.

2. CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code, Section 54957(b)(1)
Title: City Manager

B. CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Government Code Section 54956.9(d)(1)

(1) City of Gardena v. Regional Water Quality Control Board, etc., et al
Los Angeles Superior Court Case No. BS1563472

Mayor Tanaka reconvened the meeting to the Regular Open Session at 7:40 p.m. and the City Clerk noted the return of all Council Members who were present at the meeting. Council Member Cerda had arrived during the Closed Session.

When Mayor Tanaka asked for a Closed Session Report, City Attorney Wallin stated that no reportable action had been taken by the City Council.

3. PLEDGE OF ALLEGIANCE & INVOCATION

A. PLEDGE OF ALLEGIANCE

Mai Mai Maata and Allysa Tamashiro, 5th grade students at 186th Street Elementary School, led the Pledge of Allegiance. They were chosen because they are outstanding students, "Peace Ambassadors," and "Wise Owl" leaders. They introduced their parents and family members.

B. INVOCATION

The Reverend Edwin R. Siguenza, Pastor of Iglesia Roca Fuerte (Solid Rock Church) was not present due to illness. Council Member Medina led the Invocation in his place.

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS

A. PRESENTATIONS

(1) Certificates of Recognition to Winners of the "2015 Children's Bookmark Contest," Sponsored by the Gardena Mayme Dear Memorial Library, in Conjunction with the County of Los Angeles Public Library – **Accepted by the Contest Winners**

B. PROCLAMATIONS – No Items

C. APPOINTMENTS

(1) Council Appointments to Commissions, Committees, Board, and Council
No appointments were made.

5. CONSENT CALENDAR

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

B. CITY CLERK

(1) **Approved**: Minutes of

(a) City Council Regular Meeting, January 26, 2016

(2) **Approved**: Affidavit of Posting Agenda on February 5, 2016

C. CITY TREASURER

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

(a) February 9, 2016: Wire Transfer No. 11461-11462, Prepay Nos. 137081-137090; and Check Nos. 137091-137271 for a total amount of $2,699,846.78; Total Payroll Issued February 5, 2016: $1,455,241.65.

D. CITY MANAGER

(1) **Approved**: Personnel Report No. P-2016-03

It was moved by Council Member Medina, seconded by Council Member Cerda, and carried by the following roll call vote to approve all of the Items on the Consent Calendar:

Ayes: Council Members Medina and Cerda, Mayor Pro Tem Terauchi, Council Member Henderson and Mayor Tanaka
Noes: None

6. EXCLUDED CONSENT CALENDAR – No Items

7. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

A. FEBRUARY 2, 2016, MEETING – Meeting Cancelled

ORAL COMMUNICATIONS

(1) Terry Kennedy, resident – encouraged Council to add another park within the City, specifically in the northeastern portion, which does not have a park at this time.

(2) Kimberly Hatten, representative for Junipero Serra High School – reported news regarding school and student accomplishments, and upcoming events.

(3) Rachel Johnson, resident – spoke about community concerns regarding proposed developments within our City and how they should be going to the Planning Commission for approval as opposed to being approved administratively.

(4) Cheral Sherman, V.P. of Friends of Gardena Willows Wetland Preserve – invited everyone to work at their "Big" Work Day on Saturday, February 20, 2016, from 8:00 a.m. to 4:00 p.m. She indicated that any amount of volunteer time will be appreciated and that anyone ages 8 and older may come to help out.

8. DEPARTMENTAL ITEMS

A. ELECTED & ADMINISTRATIVE OFFICES – No Items

B. POLICE STREETS, & DEVELOPMENT SERVICES

(1) Resolution No. 6214, Establishing Annual Regulatory Fees for Wholesalers or Distributors of Fireworks in Accordance with Section 8.16.115 of the Gardena Municipal Code Relating to Fireworks

RESOLUTION NO. 6214

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ESTABLISHING REGULATORY FEES FOR WHOLESALERS OR DISTRIBUTORS OF FIREWORKS IN ACCORDANCE WITH SECTION 8.16.115 OF THE GARDENA MUNICIPAL CODE FOR CALENDAR YEAR 2016

City Manager Lansdell presented the Staff Report.

Council Member Henderson asked what the amount of the original fee is before it is moved it up to $8,000, what is the impact on those non-profits selling the fireworks?

City Manager Lansdell replied the fees are designated to be paid by the distributor; not to come from the non-profit groups, but from the wholesaler; and the $8,000 regulatory fee is the same amount that was established a number of years ago.

Council Member Henderson then asked is there is any way that distributors might pass this fee on to a non-profit?

City Manager Lansdell replied that he's not going to say there's no way that might happen, but they are not supposed to. There are always lots of charges when you work with any of the non-profits, the amount of profit that's coming from fireworks sales is going down, but total sales, dollar wise, are going up.

8. DEPARTMENTAL ITEMS (Continued)

B. POLICE STREETS, & DEVELOPMENT SERVICES (Continued)

(1) Resolution No. 6214 (Continued)

It was moved by Council Member Cerda, seconded by Mayor Tanaka, and carried by the following roll call vote to Adopt Resolution No. 6214:

Ayes: Council Member Cerda, Mayor Tanaka, Mayor Pro Tem Terauchi, and Council Members Medina and Henderson
Noes: None

(2) Minute Resolution No. 16-01, Approving Caltrans Federal Aid Project Program Supplement No. 016-N to the Local Agency-State Agreement for the Design of 132nd Street Improvement Project, JN 891 – Western Avenue to Normandie Avenue
Federal Aid Project No. STPL-5276 (029)

City Manager Lansdell presented the Staff Report.

It was moved by Council Member Medina, seconded by Mayor Pro Tem Terauchi, and carried by the following roll call vote to Adopt Minute Resolution No. 16-01:

Ayes: Council Member Medina, Mayor Pro Tem Terauchi, Council Members Cerda and Henderson, and Mayor Tanaka
Noes: None

(3) Resolution No. 6213, Authorizing Submittal of Applications to CalRecycle for Payment Programs and Related Authorizations

RESOLUTION NO 6213

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATIONS TO CALRECYCLE FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS

City Manager Lansdell presented the Staff Report.

Council Member Henderson asked City Manager Lansdell if he would summarize the CalRecycle Program.

City Manager Lansdell replied that the City submits data that is provided to us by WRG for this beverage container program and that money goes back to WRG to supplement their recycling of beverage containers.

It was moved by Council Member Medina, seconded by Council Member Cerda, and carried by the following roll call vote to Adopt Resolution No. 6213:

Ayes: Council Members Medina and Cerda, Mayor Pro Tem Terauchi, Council Member Henderson and Mayor Tanaka
Noes: None

8. DEPARTMENTAL ITEMS (Continued)

B. POLICE STREETS, & DEVELOPMENT SERVICES (Continued)

(4) Acceptance and Notice of Completion
Rosecrans Avenue Arterial Improvement, N42, JN 850
Crenshaw Boulevard to Vermont Avenue
All American Asphalt

City Manager Lansdell presented the Staff Report.

It was moved by Council Member Medina, seconded by Council Member Henderson, and carried by the following roll call vote to Accept the Projects and Order the Recordation of Notice of Completion:

Ayes: Council Members Medina and Henderson, Mayor Pro Tem Terauchi, Council Member Cerda, and Mayor Tanaka
Noes: None

C. RECREATION, HUMAN SERVICES, PARKS, & FACILITIES – No Items

D. TRANSPORTATION – No Items

9. COUNCIL ITEMS, DIRECTIVES & REMARKS

A. COUNCIL ITEMS – No Items

B. COUNCIL DIRECTIVES

(1) Mayor Tanaka asked that Council be provided with a list of all applications for all buildings and developments that go to the Community Development Division for approval, (possibly on a weekly, semi-monthly or monthly basis) to be reviewed by Council, prior to approval.

(2) Council Member Henderson also requested that there be some transparency as to what developments are up and coming within our City.

C. COUNCIL REMARKS

(1) COUNCIL MEMBER CERDA – indicated that she had nothing to report.

(2) COUNCIL MEMBER HENDERSON – reported that he attended the Independent Cities Associations Winter Seminar in Santa Barbara, California. The theme focused on "the Effects of Prop 47 / AB 109 on the Community" and the potential impact it could have on cities such as the City of Gardena. It was presented from the perspective of law enforcement. It was very informative; he is sure there will be more discussion in the future regarding how it will affect the community. He thanked residents for their participation in the "homeless count" in our city. He is hopeful that the concerns regarding the homeless can be addressed. He thanked the Parks and Recreation Division for the recently-held Parks Priority meeting. He pointed out that he would like more information about the City's collections policy, especially how the City collects outstanding fees due to the City, asking, "What is the standard regarding collection of outstanding invoices?"

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

C. COUNCIL REMARKS (Continued)

(2) COUNCIL MEMBER HENDERSON (Continued)

He briefly commented about the transparency issue, referencing the matters addressed to the Council by Council Member Emeritus Rachel Johnsons. He said that he does not want the development projects, those that are occurring around the city, being decided unilaterally by the Community Development Division; that they should go to the PEQC for discussion. He wants to make sure that they are brought before the PEQC for community review.

He asked the City Manager if he could provide the council with an update regarding the proposed traffic light at 135th and Vermont Avenue. He closed his report by reminding the community to complete the survey regarding the City of Gardena's 5-Year Plan.

(3) COUNCIL MEMBER MEDINA – reported that, since the last meeting, he attended the Vector Control district meeting. He reported about the Zika mosquito virus and the health hazards it can pose. He said that the Zika eggs could last a whole year without water. He mentioned several ways relative to how to be mosquito safe, health concerns, and the preventive measures taking place in South America. Last week he attended the Southern California Association of Governments and reported that California's' funding for the infrastructure gas tax is of concern. Many vehicles on the road today and in the future will be more fuel efficient and a greater number will not require fuel at all. He participated in the monthly delivery of birthday cakes to the local convalescent homes. He spoke about the City of Gardena passing Resolution No. 6212 supporting the Ad-Hoc committee to Save the Keiro Retirement Homes. Lastly, along with other Council Members, he attended the Lunar New Year Celebration at the Nakaoka Community Center, noting that just over 400 people, many members of the Korean community, registered to vote that day.

(4) MAYOR PRO TEM TERAUCHI – reported that he attended the following events: the Korean American Senior Center Lunar New Year celebration on January 31, hosted by Charlie Yu; on January 30, along with City Clerk Mina Semenza, the Gardena High School Art collection reception. The art collection was started in 1919; on February 3, he attended the South Bay Communities Creating Change, the discussion was mainly about the sale and distribution of marijuana in California and the impact it will have on the community. He gave several examples of how it's being packaged for sale and the focus of who it's being marketed to. He closed his comments with a report about some broken fixtures at local park facilities.

10. ANNOUNCEMENTS

11. REMEMBRANCES

Mr. Fred Moody Walker Jr., 79 years old, beloved father of Bus Operator Donna Shaw of City of Gardena GTrans; Mr. Peter Taculog, former Police Specialist, who retired with an industrial disability on April 1, 1992, after 16 years, 2 months of service with the City of Gardena Police Department; Mrs. Rosalie Jones, former Administrative Secretary with the City of Gardena Administrative Services/Finance Division, who retired in December 2001 and continued to work part-time until February 2004 – a total of 36 years of City service; Mrs. Yone Kobata, 103 years of age, long-time resident and co-owner of family business in Gardena, the Kobata Nursery; Mrs. Sumiko Tsutsui, 94 years old, long-time Gardena-area resident; and Mr. Taro "Buddy" Kasai, 93 years of age, long-time resident of Gardena.

12. ADJOURNMENT

At 8:45 p.m., Mayor Tanaka announced that the Gardena City Council will adjourn to the next Regular City Council Meeting, at 7:00 p.m., on Tuesday, March 8, 2016.

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

By: _____
Becky Romero, Deputy City Clerk

APPROVED:

_____
Paul K. Tanaka, Mayor

CITY OF GARDENA

PLANNING & ENVIRONMENTAL QUALITY COMMISSION

TUESDAY, November 17, 2015, MEETING

* * *

Called to order by Vice-Chairman Sherman at 7:00 P.M.

ROLL CALL

Present:	Johnson, Jackson, Jamora, Sherman
Absent:	Kaskanian
Also in Attendance:	Mitchell G. Lansdell, City Manager
	Peter L. Wallin, City Attorney
	Raymond Barragan, Community Development Manager
	William Kavadas, Planning Assistant

PLEDGE OF ALLEGIANCE

Led by Commissioner Jackson.

APPROVAL OF MINUTES

A motion was made by Commissioner Johnson and seconded by Commissioner Jamora to approve the minutes of the October 6, 2015, meeting. The minutes were approved 4-0.

Ayes:	Sherman, Jamora, Jackson, Johnson
Noes:	None

PUBLIC HEARING

Agenda Item #5
Medical Marijuana
Project location: Citywide
Applicant: City of Gardena

Community Development Director Raymond Barragan presented the Staff Report and recommended that the Planning and Environmental Quality Commission Adopt Resolution No. PC13-15 to recommend to City Council to add Chapter 17.66 to the Gardena Municipal Code prohibiting all commercial medical marijuana uses in the City and prohibiting cultivation for medical use by a qualified patient or primary caregiver, repeal section 18.04.143, and amend section 18.42.040 relating to medical marijuana dispensaries.

Commissioner Johnson questions the adverse economic impacts of not allowing marijuana sales within the city should future laws allow for recreational use.

City Attorney Peter L. Wallin stated the City has the ability to reconsider its stance on marijuana should laws change in the future. At the current time, the City is continuing the current stance of prohibiting any marijuana sales or cultivation in the city.

Commissioner Jackson questioned the continued private use of medical marijuana in the city.

City Attorney Peter L. Wallin stated that private use of medical marijuana is allowed and only the sale, cultivation, and commercial transport of marijuana within city limits will be prohibited.

Commissioner Jamora questioned if cultivation within a home would be prohibited.

Community Development Manager Raymond Barragan stated any cultivation would be prohibited.

Commissioner Johnson questioned the adverse economic impacts of not allowing marijuana sales within the city should future laws allow for recreational use.

City Manager Mitchell G. Lansdell states that any future state law that legalizes recreational marijuana would allow the City to rethink their position on the subject and propose a ballot measure to gather tax incentives from sales. He also stated that the current ordinance is intended to bring the City into compliance with state law that gives municipalities the ability to regulate the sale, cultivation, and transport of marijuana within city limits.

MOTION: It was moved by Commissioner Jamora and seconded by Commissioner Johnson to adopt Resolution No. PC13-15 to recommend to City Council to add Chapter 17.66 to the Gardena Municipal Code prohibiting all commercial medical marijuana uses in the City and prohibiting cultivation for medical use by a qualified patient or primary caregiver, repeal section 18.04.143, and amend section 18.42.040 relating to medical marijuana dispensaries.

The motion passed by the following roll call vote:

Ayes: Jamora, Johnson, Jackson, Sherman
Noes:

ORAL COMMUNICATIONS FROM THE PUBLIC

Vice-Chairman Sherman called for oral communications from the public. No member of the public came forward to speak.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

City Manager Mitchell G. Lansdell stated that the charter school at Rosecrans and Van Ness was approved by City Council.

Rent Mediation Ordinance for mobile home park owners and tenants was introduced to City Council for first hearing. The Ordinance will be up for second hearing on December 8, 2015.

City Council has requested a report regarding the decision of the City of Los Angeles and County of Los Angeles for $15 per-hour minimum wage standards. City Manager and City Attorney would appreciate any input on the subject.

In-N-Out Burger and Best Western construction are moving forward at a good pace.

First King building at Western and 144th Street has sold and is being improved.

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION REPORTS

Commissioner Johnson questioned the potential storage of multiple automobiles parked inside the Rosecrans Carwash and at the property at El Segundo/Crenshaw.

City Manager Mitchell G. Lansdell stated that Golden State Water is using the El Segundo/Crenshaw property as staging for a water main replacement, but any storage of unpermitted automobiles at either of the sites will be inspected by the Code Enforcement Department.

ADJOURNMENT

Vice-Chairman Sherman adjourned the meeting at 7:18 p.m.

Respectfully submitted,

Mitchell G. Lansdell
MITCHELL G. LANDSDELL
City Manager

/s/ SHERMAN
STEVEN SHERMAN, Vice-Chairman
Planning & Environmental Quality Commission

CONSENT CALENDAR
AGENDA NO. 5.C.(1)(a)&(b)
March 8, 2016

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Treasurer's Department

DATE: March 3, 2016

SUBJECT: WARRANT REGISTERS
PAYROLL REGISTERS

(a) February 23, 2016 TOTAL WARRANTS ISSUED: $1,070,400.63

Wire Transfer:	11463-11465
Prepay:	137272-137280
Check Numbers:	137281-137502

Total Pages of Register: 23

(b) March 8, 2016 TOTAL WARRANTS ISSUED: $1,211,446.84

Wire Transfer:	11466-11469
Prepay:	137503-137511
Check Numbers:	137512-137670

Total Pages of Register: 20

February 19, 2016 TOTAL PAYROLL ISSUED: $1,803,062.05

March 4, 2016 TOTAL PAYROLL ISSUED: $1,492,112.61

for: J. Ingrid Tsukiyama, City Treasurer

Cc: City Clerk

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11463	2/8/2016	104058 ADMINSURE, INC.	020816		WORKERS' COMP CLAIMS ADMINISTR/	41,522.59
					Total :	**41,522.59**
11464	2/9/2016	106110 ADVANCED BENEFIT SOLUTIONS, LLC	020916		HEALTH INSURANCE CLAIMS	76,999.56
					Total :	**76,999.56**
11465	2/10/2016	104058 ADMINSURE, INC.	021016		WORKERS' COMP CLAIMS ADMINISTR/	51,357.02
					Total :	**51,357.02**
137272	2/9/2016	107028 GARDENA VALLEY LIONS CLUB	021716		34TH COMMUNITY RECOGNITION BAN	30.00
					Total :	**30.00**
137273	2/11/2016	119819 STEWART-JACKSON SPRINKLERS, INC.	53325/412/413		BACKFLOW TEST & INSTALLATION OF	9,152.00
					Total :	**9,152.00**
137274	2/16/2016	619005 GAS COMPANY, THE	020216		GAS	7,928.12
					Total :	**7,928.12**
137275	2/16/2016	619004 GOLDEN STATE WATER CO.	020316		WATER	4,698.16
					Total :	**4,698.16**
137276	2/16/2016	619003 SOUTHERN CALIFORNIA EDISON	020616		LIGHT & POWER	69,986.21
					Total :	**69,986.21**
137277	2/16/2016	113299 MERRIMAC ENERGY GROUP	2160334/35	037-08966	87 OCTANE REGULAR UNLEADED FUE	28,639.79
					Total :	**28,639.79**
137278	2/16/2016	121550 U.S. LIFE INSURANCE COMPANY	FEBRUARY 2016		LIFE INSURANCE GRP PLANS G242198	5,776.29
					Total :	**5,776.29**
137279	2/16/2016	121550 U.S. LIFE INSURANCE COMPANY	JANUARY 2016		LIFE INSURANCE GRP PLANS G242198	5,834.49
					Total :	**5,834.49**
137280	2/16/2016	108947 ORIO, SHINICHIRO	137445		REFUND - RUBBISH SERVICE OVERPA	880.96
					Total :	**880.96**
137281	2/23/2016	106086 ABC COMPANIES	2220438	037-08885	BODY REPAIRS ON BUS #724	4,367.09

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137281	2/23/2016	106086	106086 ABC COMPANIES	(Continued)		Total :	4,367.09
137282	2/23/2016	108948	ADAM-NAULLS, VICKEY	JANUARY 2016		VOLUNTEER DRIVER	15.00
						Total :	15.00
137283	2/23/2016	101713	ALL AMERICAN ASPHALT	169038		ROSECRANS AVE ARTERIAL IMPROVE	316,332.26
						Total :	316,332.26
137284	2/23/2016	108942	ALLIED ELECTRONICS, INC.	9005593101	037-08947	CONTACTOR	459.46
						Total :	459.46
137285	2/23/2016	101628	AQUA-FLO SUPPLY	885473		PARK MAINT SUPPLIES	76.49
						Total :	76.49
137286	2/23/2016	105293	ARC DOCUMENT SOLUTIONS, LLC	8469614		REPROGRAPHIC SERVICES - PEDESTI	71.90
						Total :	71.90
137287	2/23/2016	108345	ARIZONA STATE UNIVERSITY	BVS0050-04		AB109 EVALUATION: A PROCESS & OU	919.02
						Total :	919.02
137288	2/23/2016	108703	ARMS UNLIMITED	CM1678		SUREFIRE X300 ULTRA 500 LED WEAP	1,850.00
						Total :	1,850.00
137289	2/23/2016	106965	ASSA ABLOY ENTRANCE, SYSTEMS US INC.	SEI/00987524		COMMUNITY CENTER DOOR - REPLAC	3,975.06
						Total :	3,975.06
137290	2/23/2016	104687	AT&T	7304388		TELEPHONE	9,465.92
						Total :	9,465.92
137291	2/23/2016	104687	AT&T	7562987		TELEPHONE	9,335.20
						Total :	9,335.20
137292	2/23/2016	104687	AT&T	7417955		TELEPHONE	9,289.22
						Total :	9,289.22
137293	2/23/2016	104687	AT&T	7592438		TELEPHONE	374.43
						Total :	374.43
137294	2/23/2016	616090	AT&T	3232408 2/1/16		TELEPHONE	379.23

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137294	2/23/2016	616090	616090 AT&T	(Continued)		Total :	379.23
137295	2/23/2016	108944	BARNETT, GRACIELA E.	011916		REIMBURSEMENT - FIRST AID SERVICI	50.00
						Total :	50.00
137296	2/23/2016	104963	BARRAGAN, JEFFREY	CK #532908/558/430		REISSUE CK #532908,539558, & 54343C	309.24
						Total :	309.24
137297	2/23/2016	102400	BAYSIDE MEDICAL CENTER	7599		BLOOD DRAW - R. LAFITANI, E. LOPEZ,	190.80
				7700		BLOOD DRAW - T. LAFITANI, R. RUAN, I	254.40
				7714 BUS		BAT & D/S (NIDA)	110.00
				7714 HR		PRE-EMPLOY PHYS ~	100.00
						Total :	655.20
137298	2/23/2016	107690	BELL, DONNETTA	JANUARY 2016		CHILD CARE PROVIDER	4,269.00
						Total :	4,269.00
137299	2/23/2016	107690	BELL, DONNETTA	166125565		CITATION OVERPAYMENT REFUND	47.00
						Total :	47.00
137300	2/23/2016	107747	BENGAR PRODUCTIONS	5464		PRINTING - GARDENA LOGO ON BLACI	192.00
						Total :	192.00
137301	2/23/2016	108715	BOBBS, CINDY	JANUARY 2016		CHILD CARE PROVIDER	1,743.00
						Total :	1,743.00
137302	2/23/2016	107762	BOOTH, JAY	JANUARY 2016		VOLUNTEER DRIVER	10.00
						Total :	10.00
137303	2/23/2016	108945	BROWN, TAMMY	PERMIT #14616		PERMIT DEPOSIT REFUND - 15446 S.	1,000.00
						Total :	1,000.00
137304	2/23/2016	108730	CARILLO, LUIS	JANUARY 2016		VOLUNTEER DRIVER	15.00
						Total :	15.00
137305	2/23/2016	823003	CARL WARREN & COMPANY	1735170		ADMIN FEE - CLAIMS MANAGEMENT S!	900.00
				JANUARY 2016		CLAIMS MANAGEMENT	1,873.27

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137305	2/23/2016	823003	823003 CARL WARREN & COMPANY	(Continued)		Total :	2,773.27
137306	2/23/2016	803420	CARPENTER, ROTHANS & DUMONT, LAW OFI	26795		PROFESSIONAL SERVICES - G. DIXON	2,189.69
				26796		PROFESSIONAL SERVICES - S. CASTR	1,926.00
				26797		PROFESSIONAL SERVICES - I. GALARZ	314.27
				26798		PROFESSIONAL SERVICES - S. FAATIL	8,673.68
						Total :	13,103.64
137307	2/23/2016	103489	CF UNITED LLC	680		CAR WASH - JANUARY 2016	27.00
						Total :	27.00
137308	2/23/2016	103127	CHILD 2 CHILD CONNECTION, FAMILY DAY C/	JANUARY 2016		CHILD CARE PROVIDER	1,071.00
						Total :	1,071.00
137309	2/23/2016	312105	CITY OF LOS ANGELES	94 MA160000008		TRAFFIC SIGNAL MAINTENANCE & OPI	753.18
						Total :	753.18
137310	2/23/2016	102357	COLLINS, JOHN	JANUARY 2016		VOLUNTEER DRIVER	15.00
						Total :	15.00
137311	2/23/2016	108709	CONVERGINT TECHNOLOGIES LLC	W296095		CAMERA REPAIRS & MAINTENANCE - (	545.00
				W299427		CAMERA REPAIRS & MAINTENANCE - (	945.00
						Total :	1,490.00
137312	2/23/2016	103353	CRM COMPANY, LLC.	GA1078		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1079		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1080		SCRAP TIRE DISPOSAL FEE~	29.50
						Total :	88.50
137313	2/23/2016	104736	D&R OFFICE WORKS, INC.	0100011		TOP PANEL 42X36 RCWY PANEL	661.80
						Total :	661.80
137314	2/23/2016	204776	DE ALWIS, MALLIKA	JANUARY 2016		CHILD CARE PROVIDER	720.00
						Total :	720.00
137315	2/23/2016	303459	DEPARTMENT OF JUSTICE	145211		FINGERPRINT APPS - JANUARY 2016	1,226.00
						Total :	1,226.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137316	2/23/2016	312117 DEPARTMENT OF WATER & POWER	020216		LIGHT & POWER	94.96
					Total :	**94.96**
137317	2/23/2016	112427 DODGER TICKETS LLC	021116		GARDENA DODGER DAY TICKETS	33,770.00
					Total :	**33,770.00**
137318	2/23/2016	104799 DONNOE & ASSOCIATES, INC.	5869		TESTING MATERIALS - PERMIT/LICENS	930.00
					Total :	**930.00**
137319	2/23/2016	104276 DREHS, LARRY W.	FEBRUARY 2016		MARTIAL ARTS INSTRUCTOR	1,123.00
					Total :	**1,123.00**
137320	2/23/2016	108951 EAGLE RECOGNITION	0625113		GASOLINE POWER GENERATOR	334.62
					Total :	**334.62**
137321	2/23/2016	107675 EAN SERVICES, LLC	8377435		RENTAL CAR - CHANDLER ARIZONA E>	530.34
					Total :	**530.34**
137322	2/23/2016	303348 EMPLOYMENT DEVELOPMENT, DEPARTMEN	123115		SUI FOR QUARTER ENDED 12/31/15	11,166.00
					Total :	**11,166.00**
137323	2/23/2016	103795 ESCALANTE FAMILY CHILD CARE	JANUARY 2016		CHILD CARE PROVIDER	4,906.00
					Total :	**4,906.00**
137324	2/23/2016	107510 ESCALANTE, WENDY E.	JANUARY 2016		CHILD CARE PROVIDER	2,136.00
					Total :	**2,136.00**
137325	2/23/2016	105693 EXPRESS OIL COMPANY	172107		ANTIFREEZE WASTE - TRUCKING, PUI	485.00
					Total :	**485.00**
137326	2/23/2016	100055 FAIR HOUSING FOUNDATION	JANUARY 2016		CDBG CONSULTANT	1,260.92
					Total :	**1,260.92**
137327	2/23/2016	105949 FAUST, PAULA	01/29-02/03		APTA 2016 TRANSIT CEOS SEMINAR - I	512.55
					Total :	**512.55**
137328	2/23/2016	106129 FEDEX	5-303-45967		SHIPPING SERVICES	25.84
			5-317-82959		SHIPPING SERVICES	100.40

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137328	2/23/2016	106129 FEDEX	(Continued)			
			5-318-41210		SHIPPING SERVICES	86.76
					Total :	**213.00**
137329	2/23/2016	103962 FINISH LINE CHARTER	160202-1		CHARTER BUS SERVICE TO SANTA AN	650.00
					Total :	**650.00**
137330	2/23/2016	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2510321601 BUS		DRUG TEST/ADMIN FEE	350.00
			2510321601 HR		DRUG TEST/ADMIN FEE	30.00
			2526271601		DRUG TEST/ADMIN FEE	20.00
					Total :	**400.00**
137331	2/23/2016	106607 FORD OF MONTEBELLO	364677	037-08917	TRANSMISSION FILTER	49.12
			364776	037-08936	THROTTLE DOBY - UNIT 802	296.36
			364806	037-08917	SPARK PLUG	335.72
					Total :	**681.20**
137332	2/23/2016	206509 FRANCIS, JOHN S.	GEPCO 2016		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
137333	2/23/2016	102394 FRANK SCOTTO TOWING	676232	037-08948	TOWING SERVICES FOR BUS #762	175.00
					Total :	**175.00**
137334	2/23/2016	106625 FUKUDA, ALAN	JANUARY 2016		VOLUNTEER DRIVER	20.00
					Total :	**20.00**
137335	2/23/2016	112566 GALLS, LLC	BC0237342		PD UNIFORM SUPPLIES	18.31
					Total :	**18.31**
137336	2/23/2016	108952 GAMEBOX	021616		BLACK HISTORY MONTH - 3HR MOBILE	425.00
					Total :	**425.00**
137337	2/23/2016	107724 GARCIA, CLAUDIA CRISTINA	JANUARY 2016		CHILD CARE PROVIDER	5,519.00
					Total :	**5,519.00**
137338	2/23/2016	108822 GARCIA, MARIELA	02/01-02/29/16		POLICE DEPT INTERN SERVICES	500.00
					Total :	**500.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137339	2/23/2016	207133 GARCIA, NANCY	JANUARY 2016		CHILD CARE PROVIDER	4,363.00
					Total :	**4,363.00**
137340	2/23/2016	207303 GARCIA, PEGGY	JANUARY 2016		VOLUNTEER DRIVER	25.00
					Total :	**25.00**
137341	2/23/2016	108183 GARDENA ACE HARDWARE	024781		BLDG MAINT SUPPLIES	20.69
					Total :	**20.69**
137342	2/23/2016	107030 GARDENA AUTO PARTS	024778	037-08875	BATTERIES	1,635.00
			025957	037-08921	OIL PRESSURE SWITCH, DISC PAD	149.64
			025991	037-08922	MERCON FLUID - UNIT 876	64.35
			025996	037-08938	BRAKE FLUID	21.35
			026230		PW AUTO SUPPLIES	5.44
			026231		PW AUTO PARTS	40.32
			026237		PW AUTO PARTS	53.30
			026260		PW AUTO PARTS	22.37
			026261		PW AUTO PARTS	33.55
			026307	037-08956	FILTER	200.43
			026359	037-08957	FUSE HOLDER	13.05
					Total :	**2,238.80**
137343	2/23/2016	107080 GARDENA BEAR WHEEL	22300		2015 FORD F450 VIN#72056 WHEEL	183.60
					Total :	**183.60**
137344	2/23/2016	107495 GARDENA CAR WASH	JAN 2016 PD		CAR WASH - PD	252.84
					Total :	**252.84**
137345	2/23/2016	105823 GARDENA POLICE FOUNDATION	02/02-02/05		REIMBURSEMENT - EXPLORERS TEAM	15,793.31
					Total :	**15,793.31**
137346	2/23/2016	107011 GARDENA VALLEY NEWS, INC.	00038960		COMMUNITY DEVELOPMENT BLOCK G	792.76
			00039124		LEGAL AD - ORD #1764 ~	195.47
			00039125		LEGAL AD - ORD #1765~	591.86
			00039190		NOTICE OF PUBLIC HEARING - CUP #6	266.06
					Total :	**1,846.15**
137347	2/23/2016	107034 GARDENA WELDING SUPPLY CO INC.	95 95690		PW WELDING SUPPLIES	94.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137347	2/23/2016	107034	107034 GARDENA WELDING SUPPLY CO INC. (Continued)			Total :	94.00
137348	2/23/2016	107775	GLOVER, CHANELL DENISE	JANUARY 2016		CHILD CARE PROVIDER	1,776.00
						Total :	1,776.00
137349	2/23/2016	108906	GOLDEN, CEIL	JANUARY 2016		VOLUNTEER DRIVER	20.00
						Total :	20.00
137350	2/23/2016	104015	GOODYEAR TIRE & RUBBER CO.	42857086		TIRES - P185/65R14 85H ASSURANCE	322.58
						Total :	322.58
137351	2/23/2016	107513	GRAINGER	9022452933	037-08971	BUS SHOP SUPPLIES	53.95
						Total :	53.95
137352	2/23/2016	207520	GUALOTUNA, HUGO	GEPCO 2016		GEPCO LOAN	2,000.00
						Total :	2,000.00
137353	2/23/2016	208478	HEITMEYER, JAMES	03/03-03/05		SHERMAN BLOCK SUPERVISORY LEAI	105.00
						Total :	105.00
137354	2/23/2016	108949	HELM, SUSAN	JANUARY 2016		VOLUNTEER DRIVER	5.00
						Total :	5.00
137355	2/23/2016	108607	HENDERSON-BATISTE, TANEKA	JANUARY 2016		CHILD CARE PROVIDER	918.00
						Total :	918.00
137356	2/23/2016	208243	HILLARD, JOCELYN	102		LOAD DATA INTO IAPRO SOFTWARE	1,534.50
						Total :	1,534.50
137357	2/23/2016	103870	HLODAN, GLORIA	022516		CANDLELIGHT DINNER ENTERTAINME	200.00
				031716		ST. PATRICK'S DAY LUNCH ENTERTAIN	150.00
						Total :	350.00
137358	2/23/2016	108434	HOME DEPOT CREDIT SERVICES	0070341		BUS PROGRAM SUPPLIES	19.51
				2233848		HOME IMPROVEMENT PROGRAM	-129.71
				4300355		HOME IMPROVEMENT PROGRAM	37.89
				5300308		HOME IMPROVEMENT PROGRAM	49.89
				5354064		HOME IMPROVEMENT PROGRAM	18.23

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137358	2/23/2016	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			6300274		HOME IMPROVEMENT PROGRAM	54.08
			6353991		PW STREET MAINT SUPPLIES	21.77
			8043621		BLDG MAINT SUPPLIES	32.49
					Total :	**104.15**
137359	2/23/2016	108430 HOME PIPE & SUPPLY	E74660		BLDG MAINT SUPPLIES	20.87
					Total :	**20.87**
137360	2/23/2016	114541 HRDIRECT	INV3642152		POSTER GUARD COMPLIANCE PROTE	205.44
					Total :	**205.44**
137361	2/23/2016	102313 HUDSON COLLISION INC.	3021		2012 NISS FRONTIER #1408823 OIL CH	57.42
			3043		2011 FORD CV #1415423 FRONT BRAKI	390.27
			3050		2016 FORD EXPL VIN#27769 OIL CHAN	47.00
			3054		2008 CHEV MALIBU #1292711 BODY RE	601.75
			3055		2010 DODG CHARGER #1327044 BRAK	380.94
			3056		2008 DODG CHARGER #1258897 BRAK	427.94
			3059		2015 CHEV TAHOE #7HED092 OIL CHAI	47.00
			3074		2012 CHEV TAHOE #1089042 REPLACE	175.50
			3076		2014 FORD EXPL #142354 REPLACE B/	213.58
			3080		2011 FORD CV #1415422 OIL CHANGE	47.00
			3081		2015 FORD EXPL #1462843 OIL CHANG	47.00
			3090		2014 FORD EXPL #1442351 OIL CHANG	47.00
			3091		2015 FORD EXPL #1462844 OIL CHANG	47.00
			3093		2015 FORD EXPL #1462841 OIL CHANG	47.00
			3094		2015 FORD EXPL #1462842 OIL CHANG	47.00
			3102		2015 FORD EXPL #1462933 REPLACE E	215.15
			3103		2011 FORD CV #1376574 REPLACE BAT	215.15
					Total :	**3,053.70**
137362	2/23/2016	208613 HUGHES FAMILY DAY CARE	JANUARY 2016		CHILD CARE PROVIDER	763.00
					Total :	**763.00**
137363	2/23/2016	209340 INAZAKI, HARUNO	JANUARY 2016		VOLUNTEER DRIVER	15.00
					Total :	**15.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137364	2/23/2016	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	35610		WASH & WAX 55GAL	346.55
					Total :	**346.55**
137365	2/23/2016	107908 INSITE GRAFIX	2749		CUSTOM GRAPHICS - UNIT P07	599.50
					Total :	**599.50**
137366	2/23/2016	108555 JALISCO TIRE & AUTO REPAIR	020516		BALANCE & MOUNT TIRES, FLAT REPA	50.00
			020916		BALANCE & MOUNT TIRES	25.00
					Total :	**75.00**
137367	2/23/2016	210001 JAMISON, JACQUELYN	JANUARY 2016		CHILD CARE PROVIDER	3,070.00
					Total :	**3,070.00**
137368	2/23/2016	108812 JAYNE, RONNIE	033116		CANDLELIGHT DINNER ENTERTAINME	150.00
					Total :	**150.00**
137369	2/23/2016	105226 JEKAL FAMILY CHILD CARE	JANUARY 2016		CHILD CARE PROVIDER	3,068.00
					Total :	**3,068.00**
137370	2/23/2016	105762 KARRIOR ELECTRIC VEHICLE, INC.	5404	037-08939	REPAIR ELECTRIC KART	198.49
					Total :	**198.49**
137371	2/23/2016	105098 KENNELLY, JOANN	JANUARY 2016		VOLUNTEER DRIVER	10.00
					Total :	**10.00**
137372	2/23/2016	111045 KJ SERVICES	8531		BOTTLE & CAN RECYCLING PROGRAM	420.00
			8532		CALRECYCLE OIL PAYMENT PROGRAM	135.00
					Total :	**555.00**
137373	2/23/2016	108349 KOSMONT COMPANIES	0011		CONSULTING SERVICES - PUBLIC SAF	1,808.30
					Total :	**1,808.30**
137374	2/23/2016	312113 L.A. COUNTY SHERIFF'S DEPT	162804SS		INMATE MEAL DELIVERY PROGRAM - .	942.31
					Total :	**942.31**
137375	2/23/2016	104203 L.A. PAINT & BODY WORKS	68049	037-08958	ACCIDENT REPAIR FOR BUS #716	1,098.31
					Total :	**1,098.31**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137376	2/23/2016	112015 LACERDA, DALVANICE	JANUARY 2016		CHILD CARE PROVIDER	5,240.00
					Total :	**5,240.00**
137377	2/23/2016	212011 LANSDELL, MITCHELL G.	01/10-01/12/16		REIMBURSEMENT FOR CITY RELATED	24.00
					Total :	**24.00**
137378	2/23/2016	112129 LEE BROTHERS TRUCK BODY, INC.	I16-123		FURNISH AND INSTALL (2) CONE RACK	523.20
					Total :	**523.20**
137379	2/23/2016	212411 LEE, ERICK	01/24-02/08/16		POST MANAGEMENT COURSE, COURS	40.00
			03/21-03/24		POST MANAGEMENT COURSE, COURS	220.00
					Total :	**260.00**
137380	2/23/2016	112121 LEE'S ALIGNMENT SERVICES	92646	037-08923	1999 CHEV TAHOE #1041619 ALIGN FR	125.00
					Total :	**125.00**
137381	2/23/2016	108023 LEXIPOL LLC	15833		IMPLEMENTATION SERVICES - CUSTO	686.20
					Total :	**686.20**
137382	2/23/2016	102376 LEXISNEXIS RISK SOLUTIONS	1592371-20160131		MONTHLY SUBSCRIPTION FEE	700.00
					Total :	**700.00**
137383	2/23/2016	102233 LITTLE PEOPLE DAY CARE	JANUARY 2016		CHILD CARE PROVIDER	5,083.00
					Total :	**5,083.00**
137384	2/23/2016	108757 LOPEZ-MAGANA, JESUS	01/31-02/13/16		INTERN MECHANIC	980.00
					Total :	**980.00**
137385	2/23/2016	105279 LOS ANGELES TRUCK CENTERS LLC	CP326019		PW AUTO PARTS	366.93
					Total :	**366.93**
137386	2/23/2016	112615 LU'S LIGHTHOUSE, INC.	613624	037-08959	WIRING SUPPLIES	113.91
					Total :	**113.91**
137387	2/23/2016	108613 MADRID, DANIELA	02/01-02/29/16		POLICE DEPT INTERN SERVICES	2,310.00
					Total :	**2,310.00**
137388	2/23/2016	105082 MAJESTIC LIGHTING, INC.	ML56644		BLDG MAINT SUPPLIES	325.91

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137388	2/23/2016	105082	105082 MAJESTIC LIGHTING, INC.	(Continued)		Total :	325.91
137389	2/23/2016	113036	MANERI SIGN CO., INC.	91899	037-08944	SIGNS - EMPLOYEE/VISITOR PARKING	54.50
						Total :	54.50
137390	2/23/2016	813030	MANNING & KASS	449418		LEGAL SERVICES - E. MENDEZ V. GARI	11,372.80
				449419		LEGAL SERVICES - L. THOMAS V. GARI	1,190.20
				449421		LEGAL SERVICES - J. MCGEE V. GARDI	824.31
				449422		LEGAL SERVICES - C. STEWART V. GAI	3,447.81
				449423		LEGAL SERVICES - R. BANKHEAD IV V.	1,230.34
				449424		LEGAL SERVICES - A. BELAY V. GARDE	488.20
						Total :	18,553.66
137391	2/23/2016	106544	MARINA SECURITY GATE &, ELECTRONICS	E16-9670		PD GATE - CHECK EXPOSED LOOPS	110.00
						Total :	110.00
137392	2/23/2016	107951	MARK HANDLER & ASSOCIATES	JANUARY 2016		BUILDING INSPECTION SERVICES	8,320.00
						Total :	8,320.00
137393	2/23/2016	107644	MARTINEZ, CHERYL NAOMI	JANUARY 2016		CHILD CARE PROVIDER	3,991.00
						Total :	3,991.00
137394	2/23/2016	104773	MARTINEZ, KAMBY	JANUARY 2016		CHILD CARE PROVIDER	3,885.00
						Total :	3,885.00
137395	2/23/2016	113064	MCMASTER-CARR SUPPLY COMPANY	47773399	037-08903	SHOP & FACILITY SUPPLIES	265.82
				48580840	037-08925	SHOP SUPPLIES	125.09
				49297393	037-08960	SHOP & FACILITY SUPPLIES	298.10
					037-08960		
						Total :	689.01
137396	2/23/2016	113125	MEMORIAL HOSPITAL OF GARDENA	1000168117		EMERGENCY ROOM SERVICES - T. RO	253.06
						Total :	253.06
137397	2/23/2016	105877	MILLET SOFTWARE	6040		VISUAL CUT ANNUAL SUPPORT ~	120.00
						Total :	120.00
137398	2/23/2016	102534	MONCADA, BARBARA	JANUARY 2016		VOLUNTEER DRIVER	35.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137398	2/23/2016	102534	102534 MONCADA, BARBARA	(Continued)		Total :	35.00
137399	2/23/2016	108604	MOORE, VELTA	JANUARY 2016		CHILD CARE PROVIDER	1,857.00
						Total :	1,857.00
137400	2/23/2016	108953	MSE, INC.	P949		BLACK HISTORY MONTH - EVENT EQU	570.93
						Total :	570.93
137401	2/23/2016	113605	MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	20120		SERVICE AGREEMENT PLAN~	135.00
				240384		PROPANE GAS	285.82
				241889		PROPANE GAS	236.77
						Total :	657.59
137402	2/23/2016	105622	N/S CORPORATION	0074782	037-08352	MONTHLY BUS WASH EQUIPMENT MAI	285.00
				0074836	037-08866	BUS WASH REPAIR	866.06
						Total :	1,151.06
137403	2/23/2016	106795	NATIONWIDE CARRIER SERVICE INC	020316		2015 LICENSE COST - (2) 2015 FORD	376.00
						Total :	376.00
137404	2/23/2016	101748	NEW FLYER OF AMERICA	80222787	037-08898	CLAMP	40.28
				80222788	037-08898	CLAMP	3.84
				80223375	037-08837	DOOR ASSY - BUS 716 ACCIDENT	2,808.41
				80223736	037-08904	CLUTCH ASSEMBLY, SHOCK ABSORBE	1,876.69
				80223960	037-08904	BACK FOAM, BRAKE LINING KIT	573.43
				80225866	037-08914	FEMALE CONNECTOR	51.24
				80226039	037-08914	LEVELING VALVE, DECAL, HANDLE, CL	299.48
				80226475	037-08914	SEATBELT KIT	354.86
				80226477	037-08861	BACK FOAM	129.78
				80226599	037-08879	INTR WIPER ASSY	533.94
				80226611	037-08927	HORNS SENSOR CABLE & DIAPHRAGM	333.22
				80227255	037-08927	THERMOSTAT, SELECTOR SHIFT VERT	2,128.63
				80228098	037-08847	COUPLER	139.79
				80228493	037-08929	BRACKET EXT MIRROR, DOOR HANDL	193.21
				80229364	037-08940	SWITCH	77.35
				80229638	037-08728	RADIATOR FAN	387.99
				80229639	037-08940	SWITCH	46.44

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137404	2/23/2016	101748	101748 NEW FLYER OF AMERICA	(Continued)		Total :	9,978.58
137405	2/23/2016	115168	OFFICE DEPOT	815963177		CM OFFICE SUPPLIES	15.25
				816382017		PD OFFICE SUPPLIES	40.29
				816549089		HOME IMPROVEMENT PROGRAM	64.44
				817995660		REC OFFICE SUPPLIES	54.91
				819786463		FCC OFFICE SUPPLIES	15.52
				819786539		FCC OFFICE SUPPLIES	154.98
				820461935		CDD OFFICE SUPPLIES	42.99
				820873754	037-08945	BUS OFFICE SUPPLIES	189.75
				821400706		ECON DEV OFFICE SUPPLIES	425.06
				821404901		ECON DEV OFFICE SUPPLIES	119.89
				821914905		PD OFFICE SUPPLIES	148.84
				821915125		PD OFFICE SUPPLIES	36.61
						Total :	1,308.53
137406	2/23/2016	107466	ORANGE, RHONDA	JANUARY 2016		VOLUNTEER DRIVER	40.00
						Total :	40.00
137407	2/23/2016	111358	O'REILLY AUTO PARTS	299249		PW AUTO PARTS	102.77
				330555		PW AUTO PARTS	74.75
						Total :	177.52
137408	2/23/2016	115810	ORKIN PEST CONTROL	JANUARY 2016		PEST CONTROL - ACCT #D2783354	900.92
						Total :	900.92
137409	2/23/2016	103673	PACIFIC PRODUCTS & SERVICE, LLC	20365		PW SIGNS/SIGNALS SUPPLIES	2,247.91
						Total :	2,247.91
137410	2/23/2016	100616	PEPE'S TOWING SERVICE, INC.	14803	037-08951	TOWING SERVIVCES FOR BUS #767	340.00
						Total :	340.00
137411	2/23/2016	216434	PEPPER, NICHOLAS	021216		MEDICAL REIMBURSEMENT	111.31
						Total :	111.31
137412	2/23/2016	116137	PETERSON HYDRAULICS, INC.	0000013042.		REPAIRS TO HYDRAULIC JACKS IN LIF	95.00
						Total :	95.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137413	2/23/2016	307108 PETTY CASH FUND	11/10/15-01/21/16		REPLENISH PETTY CASH	418.89
					Total :	**418.89**
137414	2/23/2016	101996 PHILLIPS 66 CO/GECRB	020816		FUEL PURCHASES	381.64
					Total :	**381.64**
137415	2/23/2016	108600 PHOENIX GROUP INFORMATION, SYSTEMS	122015211		PARKING TICKET CONTRACT SERVICE	1,490.95
					Total :	**1,490.95**
137416	2/23/2016	116225 PLUMBERS DEPOT, INC.	PD-30503		INDUSTRIAL GEAR OIL~	957.38
			PD-30520		BATTERY PACK	176.05
					Total :	**1,133.43**
137417	2/23/2016	101958 PROFORCE LAW ENFORCEMENT	262537		SFL ARM TAX FIXED POCKETS	370.01
			262562		DEF 40MM RELEADABLE INSERT	3,531.60
					Total :	**3,901.61**
137418	2/23/2016	108045 PROSOURCE FACILITY SUPPLY	7528		CUSTODIAL SUPPLIES	291.90
			9439		CUSTODIAL SUPPLIES	281.06
					Total :	**572.96**
137419	2/23/2016	102677 PROVIDENCE HEALTH & SERVICES	600000283 2/3/16		PRE-EMPLOY PHYS, DRUG SCREEN, H	2,910.00
					Total :	**2,910.00**
137420	2/23/2016	116820 PSOMAS	020916		ROSECRANS AVE ARTERIAL IMPROVEI	35,220.58
			114817		ROSECRANS AVE ARTERIAL IMPROVEI	14,115.01
					Total :	**49,335.59**
137421	2/23/2016	116575 PSYCHOLOGICAL CONSULTING, ASSOCIATES	521880		INDIVIDUAL PSYCHOTHERAPY~	300.00
					Total :	**300.00**
137422	2/23/2016	107419 PULSAR	21978		MARKETING PLAN - MISC ACCOUNT M	452.50
			21982		MARKETING PLAN - GENERAL MARKET	946.11
					Total :	**1,398.61**
137423	2/23/2016	116625 PUPPIES & REPTILES FOR PARTIES	101415		BLACK HISTORY MONTH - 3HR PETTIN	420.00
					Total :	**420.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137424	2/23/2016	104868 PYRO-COMM SYSTEMS, INC.	76559		FIRE ALARM MONITORING - BLDG A~	135.00
			76560		FIRE ALARM MONITORING - BLDG B~	135.00
			76561		FIRE ALARM MONITORING - BLDG C~	135.00
					Total :	**405.00**
137425	2/23/2016	104901 Q-20 ENTERTAINMENT	022716		HOST MC/DJ SERVICES - BLACK HISTC	400.00
					Total :	**400.00**
137426	2/23/2016	101372 QUANTUM CONSULTING, INC.	GA2016.001		CITY ENGINEERING SERVICES - DECE	4,780.00
			GA2016.002		CITY ENGINEERING SERVICES - JANU/	5,970.00
					Total :	**10,750.00**
137427	2/23/2016	103993 QUINTERO, OSCAR	02/21-02/16		M4 & MP5 INSTRUCTOR COURSE - PEI	210.00
					Total :	**210.00**
137428	2/23/2016	100147 RCI IMAGE SYSTEMS	0074745		PREP & SCANNING - BUILDING PLANS	3,062.42
			0074749		PREP & SCANNING - BUILDING PERMI	1,035.46
					Total :	**4,097.88**
137429	2/23/2016	103072 REACH	0216793		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	**902.00**
137430	2/23/2016	108886 REDMON GROUP INC.	RG2015453	037-08738	GTRANS WEBSITE MAINTENANCE ANI	1,362.50
			RG2015479	037-08738	GTRANS WEBSITE MAINTENANCE ANI	681.25
					Total :	**2,043.75**
137431	2/23/2016	107953 RENTERIA, ADRIANNA	GEPCO		GEPCO LOAN	1,126.26
					Total :	**1,126.26**
137432	2/23/2016	105768 REPAIR MACHINE & ENG., INC.	215050	037-08941	REPAIR (2) SURGE TANKS	200.00
			215076	037-08977	REPAIR SURGE TANK	100.00
					Total :	**300.00**
137433	2/23/2016	100836 RESOURCE BUILDING MATERIALS	1861091		RAPID SET MORTAR MIX 55#	53.92
					Total :	**53.92**
137434	2/23/2016	108927 RICHTER, LORI	JANUARY 2016		VOLUNTEER DRIVER	15.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137434	2/23/2016	108927	108927 RICHTER, LORI	(Continued)		Total :	15.00
137435	2/23/2016	118476	RICOH USA, INC.	20866007	035-00448	COPIER, RICOH AFICIO MP C5501 LEA	539.55
				9014682539	023-00960	RICOH MPC3503 COPIER LEASE	206.85
				9014682556	023-00936	RICOH MPC3503 COPIER LEASE	163.36
						Total :	909.76
137436	2/23/2016	107660	RIVERA'S LAWNMOWERS SHOP	035-0346	024-00380	CHAINSAW	741.15
						Total :	741.15
137437	2/23/2016	107343	ROACH, GERALD	JANUARY 2016		VOLUNTEER DRIVER	15.00
						Total :	15.00
137438	2/23/2016	108954	ROCA, JOSHUA	25		SPORT EQUIPMENT - DEMARINI STEEI	1,860.00
						Total :	1,860.00
137439	2/23/2016	119126	S.B.R.P.C.A.	02825		REPAIR OF SIREN SPEAKER	172.73
						Total :	172.73
137440	2/23/2016	119022	SAFEMART OF SOUTHERN, CALIFORNIA	88489		DUPLICATE KEYS	78.48
				88501		DUPLICATE KEYS	59.41
				88518		DUPLICATE KEYS	13.08
						Total :	150.97
137441	2/23/2016	119015	SAFETY-KLEEN CORPORATION	69275103		SERVICE (2) AQUEOUS PARTS WASHE	690.55
						Total :	690.55
137442	2/23/2016	219010	SALDANA, OCTAVIO	GEPCO 2016		GEPCO LOAN	2,000.00
						Total :	2,000.00
137443	2/23/2016	102833	SAMAME, LILIANA	JANUARY 2016		CHILD CARE PROVIDER	3,027.00
						Total :	3,027.00
137444	2/23/2016	119016	SAM'S CLUB	0261 2/3/16		REC PROGRAM SUPPLIES	192.75
				1593		REC PROGRAM SUPPLIES	79.70
				3499		REC PROGRAM SUPPLIES	119.44
				8043 2/11/16		REC PROGRAM SUPPLIES	62.63
				8449		REC PROGRAM SUPPLIES	57.92

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137444	2/23/2016	119016 SAM'S CLUB	(Continued)			
			9849		REC PROGRAM SUPPLIES	177.29
					Total :	**689.73**
137445	2/23/2016	319125 SAN BERNARDINO COUNTY, SHERIFF'S DEPA	15332		USE OF SHERIFF'S FIRING RANGE, US	1,126.00
					Total :	**1,126.00**
137446	2/23/2016	105097 SANADA, CRAIG	JANUARY 2016		VOLUNTEER DRIVER	20.00
					Total :	**20.00**
137447	2/23/2016	105934 SANTIN, STEPHANY	FALL 2015		EDUCATIONAL REIMBURSEMENT	1,500.00
					Total :	**1,500.00**
137448	2/23/2016	107465 SATO, KATHY	JANUARY 2016		VOLUNTEER DRIVER	20.00
					Total :	**20.00**
137449	2/23/2016	119045 SAXE-CLIFFORD, PH.D., SUSAN	16-0202-4		PSYCHOLOGICAL EVALUATION FOR RI	450.00
			16-0209-1		PSYCHOLOGICAL EVALUATION FOR RI	450.00
					Total :	**900.00**
137450	2/23/2016	119442 SC FUELS	0518718	037-08954	OIL AND COOLANT	3,193.78
					Total :	**3,193.78**
137451	2/23/2016	106706 SEA MOUNTAIN EXPRESS	PERMIT #14254		PERMIT DEPOSIT REFUND - 14952 CRI	1,000.00
					Total :	**1,000.00**
137452	2/23/2016	105220 SEA-CLEAR POOLS, INC.	16-6064		REPLACED PRIMM POOL CHLORINE IN	835.49
					Total :	**835.49**
137453	2/23/2016	107006 SHAMROCK COMPANIES	1982142		PW STREET MAINT SUPPLIES	6.38
			1986598		PW MAINT SUPPLIES	12.17
					Total :	**18.55**
137454	2/23/2016	106050 SHEHATA, AMY	JANUARY 2016		CHILD CARE PROVIDER	1,917.00
					Total :	**1,917.00**
137455	2/23/2016	119387 SHELL	65266983602		FUEL PURCHASES	99.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137455	2/23/2016	119387	119387 SHELL	(Continued)		Total :	99.00
137456	2/23/2016	106975	SHERATON GATEWAY LOS ANGELES, HOTEL	291541535		LODGING - J. HEITMEYER - SHERMAN	416.48
						Total :	416.48
137457	2/23/2016	107645	SHIRK, PAUL	JANUARY 2016		VOLUNTEER DRIVER	10.00
						Total :	10.00
137458	2/23/2016	105229	SIAPIN HORTICULTURE, INC.	45337		MONTHLY MAINTENANCE	650.00
						Total :	650.00
137459	2/23/2016	119248	SIDEBOTHAM, RICHARD	08667		MONTHLY SERVICE - COUNTING MACH	385.00
						Total :	385.00
137460	2/23/2016	101649	SILVIA ESPINOZA FAMILY CHILD, CARE	JANUARY 2016		CHILD CARE PROVIDER	4,511.00
						Total :	4,511.00
137461	2/23/2016	108823	SMANS, WANDA	01/01-01/31/16		POLICE DEPT INTERN SERVICES	500.00
				02/01-02/29/16		POLICE DEPT INTERN SERVICES	500.00
						Total :	1,000.00
137462	2/23/2016	119361	SMART & FINAL IRIS CO.	159221		REC PROGRAM SUPPLIES	48.05
						Total :	48.05
137463	2/23/2016	108900	SOFTWAREONE INC.	US-PSI-454922	023-01021	SOFTWARE ASSURANCE, OFFICE PRC	6,656.02
				US-PSI-454923	023-01014	SOFTWARE ASSURANCE, EXCHANGE	5,443.86
				US-PSI-454925	023-01018	SOFTWARE ASSURANCE, WIN SERVEI	4,960.89
				US-PSI-454926	023-01015	SOFTWARE ASSURANCE, WINDOWS E	3,037.90
				US-PSI-454927	023-01017	SOFTWARE ASSURANCE, SQL SERVEI	5,429.77
				US-PSI-455905	023-01027	SOFTWARE, MICROSOFT OFFICE STD	452.76
						Total :	25,981.20
137464	2/23/2016	102027	SOUTH BAY ELECTRIC MOTORS, INC	23627	037-08933	REPAIR REULAND MOTOR	984.83
						Total :	984.83
137465	2/23/2016	119447	SOUTH BAY FORD	FXCS896476	037-08934	2008 FORD CV #1247110 REPLACE	1,096.74
						Total :	1,096.74

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137466	2/23/2016	619006 SOUTHERN CALIFORNIA EDISON	90002714		JOINT OCCUPATION OF POLES~	4,935.00
					Total :	**4,935.00**
137467	2/23/2016	108238 SPARKLETTS	14211220 020316		DRINKING WATER FILTRATION SYSTEM	30.00
			14347702 020316		DRINKING WATER FILTRATION SYSTEM	30.00
					Total :	**60.00**
137468	2/23/2016	119548 ST. JOHN LUTHERAN CHURCH	DECEMBER 2015		SENIOR CITIZENS DAY CARE	750.00
			FEBRUARY 2016		SENIOR CITIZENS DAY CARE	750.00
					Total :	**1,500.00**
137469	2/23/2016	119594 STANLEY PEST CONTROL	COG 0116		PEST CONTROL SERVICE - 1670 W 162	480.00
					Total :	**480.00**
137470	2/23/2016	119010 STAPLES ADVANTAGE	3289628065		PW OFFICE SUPPLIES	89.35
			3290354517		REC OFFICE SUPPLIES	60.12
					Total :	**149.47**
137471	2/23/2016	119582 STATEMENT SHIRTS	16136		FCC PROGRAM SUPPLIES	218.55
					Total :	**218.55**
137472	2/23/2016	219325 STERLING, TERESA	GEPCO 2016		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
137473	2/23/2016	220418 TALISON, LUCILLE	JANUARY 2016		CHILD CARE PROVIDER	3,154.00
					Total :	**3,154.00**
137474	2/23/2016	106870 TENDER LOVING CARE CATERING, INC.	02/01-02/15/16		SENIOR FEEDING PROGRAM	9,507.31
					Total :	**9,507.31**
137475	2/23/2016	220479 THOMPSON, MARK	02/04-02/06		POST SHERMAN BLOCK SUPERVISOR	140.00
					Total :	**140.00**
137476	2/23/2016	123122 THOMSON REUTERS - WEST	833483525		CA ANNOTATED CODES SUBSCRIPTIO	703.70
					Total :	**703.70**
137477	2/23/2016	104126 TIME WARNER CABLE	012816		BASIC CABLE TELEVISION SERVICE~	240.80
			020416 0519		DED INTERNET ACCESS 60M - 1700 W	1,320.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137477	2/23/2016	104126 TIME WARNER CABLE	(Continued)			
			020416 4322		BCF FIBER I-NET - 13999 S WESTERN /	800.00
			021016		BUSINESS CLASS CABLE PACKAGE ~	233.71
					Total :	**2,594.51**
137478	2/23/2016	105465 TK SERVICES, INC.	2430801	037-08935	FILTER, DRIER	514.96
					Total :	**514.96**
137479	2/23/2016	105070 T-MOBILE USA, INC.	9258414245		GPS LOCATE	400.00
					Total :	**400.00**
137480	2/23/2016	106853 TORREGANO, WARKITHA	020216		REIMBURSEMENT - SHRM 2016 MEMBI	180.00
			020416		MEDICAL REIMBURSEMENT	473.50
					Total :	**653.50**
137481	2/23/2016	104481 TRANSFER FLOW, INC.	241651	037-08978	CLAMP & TRANSFER PUMP	147.77
					Total :	**147.77**
137482	2/23/2016	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	JONES 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	805.24
			NOLAN 12/22/15		CAL CARD STATEMENT 11/24-12/22/15	1,972.52
			ROMERO 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	95.00
			SAFFELL 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	100.09
					Total :	**2,972.85**
137483	2/23/2016	101448 U.S. HEALTHWORKS MEDICAL, GROUP, PC	2845077		DOT DMV RENEWAL EXAM, RANDOM D	391.00
			2848656		DOT DMV RENEWAL EXAM, NIDA D/S, F	314.00
			2851800		DOT DMV RENEWAL EXAM, RANDOM D	292.00
			2855640		DOT DMV RENEWAL EXAM	232.00
					Total :	**1,229.00**
137484	2/23/2016	104692 ULINE	74223356		PD SUPPLIES	82.33
					Total :	**82.33**
137485	2/23/2016	121275 UNDERGROUND SERVICE ALERT, OF SC	120160274		NEW TICKETS	286.50
					Total :	**286.50**
137486	2/23/2016	121010 UNITED RENTALS	135032292		RENTAL - JLG BOOM 46-50' TOWABLE	338.21

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137486	2/23/2016	121010	121010 UNITED RENTALS	(Continued)		Total :	338.21
137487	2/23/2016	121407	UPS	914073046		SHIPPING SERVICE CHARGES	27.04
				914073066		SHIPPING SERVICE CHARGES	20.15
						Total :	47.19
137488	2/23/2016	121542	USI EDUCATION & GOVERNMENT, SALES	378600900013		OPTI CLEAR GLOSS 27"X250" 3MIL 1" C	312.59
						Total :	312.59
137489	2/23/2016	105549	VALDEZ, MATILDE	JANUARY 2016		CHILD CARE PROVIDER	4,704.00
						Total :	4,704.00
137490	2/23/2016	122050	VERIZON WIRELESS	9758663257		PW MOBILE BROADBAND SERVICE~	1,143.49
				9759032168		BUS CELL PHONE SERVICE~	1,369.78
						Total :	2,513.27
137491	2/23/2016	108353	WALTERS WHOLESALE ELECTRIC CO	445585		PW SIGNS/SIGNALS SUPPLIES	2,646.00
						Total :	2,646.00
137492	2/23/2016	101903	WATER TECHNIQUES	70170		DRINKING WATER SYSTEM RENTAL	45.00
						Total :	45.00
137493	2/23/2016	108943	WEBIPLEX, INC.	2166		ANNUAL SUBSCRIPTION - E-SUBPOEN	5,095.00
						Total :	5,095.00
137494	2/23/2016	103687	WENKE, EDWARD	02/21-02/26		M4 & M5 INSTRUCTOR COURSE - PER	210.00
						Total :	210.00
137495	2/23/2016	123154	WEST COAST ARBORISTS, INC.	112637		TREE MAINTENANCE SERVICES FY 15	300.00
						Total :	300.00
137496	2/23/2016	103744	WESTWAY UNIFORMS	5127		PD UNIFORM SUPPLIES	252.66
						Total :	252.66
137497	2/23/2016	107142	WINDSTREAM COMMUNICATIONS, INC.	768554		PHONE MAINTENANCE SERVICES	142.50
				768555		PHONE MAINTENANCE SERVICES - RE	190.00
				768654		PHONE MAINTENANCE SERVICES - TE	95.00
				768655		PHONE MAINTENANCE SERVICES - RE	190.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137497	2/23/2016	107142 WINDSTREAM COMMUNICATIONS, INC.	(Continued)			
			768656		PHONE MAINTENANCE SERVICES	95.00
					Total :	**712.50**
137498	2/23/2016	223252 WINSTON, LINDA	JANUARY 2016		CHILD CARE PROVIDER	4,525.00
					Total :	**4,525.00**
137499	2/23/2016	108957 WONG, GLENN	B/L #2542		BUSINESS LICENSE FEE OVERPAYMEI	5.00
					Total :	**5.00**
137500	2/23/2016	105568 WORTHY, PATRICIA	JANUARY 2016		VOLUNTEER DRIVER	50.00
					Total :	**50.00**
137501	2/23/2016	125001 YAMADA COMPANY, INC.	71196		PARK MAINT SUPPLIES	28.29
					Total :	**28.29**
137502	2/23/2016	105794 YONAMINE, BRUCE	JANUARY 2016		VOLUNTEER DRIVER	15.00
					Total :	**15.00**

234 Vouchers for bank code : usb — **Bank total : 1,070,400.63**

234 Vouchers in this report — **Total vouchers : 1,070,400.63**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 23 inclusive of the check register are accurate and funds are available for payment thereof.

By: _____
Accounting/Finance Manager

This is to certify that the claims or demands covered by checks listed on pages 1 to 23 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:

_____

_____ 2/23/16
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11466	2/24/2016	106110 ADVANCED BENEFIT SOLUTIONS, LLC	022416		HEALTH INSURANCE CLAIMS	63,902.30
					Total :	**63,902.30**
11467	2/24/2016	104058 ADMINSURE, INC.	022416		WORKERS' COMP CLAIMS ADMINISTR/	40,198.84
					Total :	**40,198.84**
11468	2/25/2016	321408 U.S. POSTAL SERVICE	022516		TMX #259234 REPLENISH POSTAGE MI	6,000.00
					Total :	**6,000.00**
11469	3/1/2016	104058 ADMINSURE, INC.	030116		WORKERS' COMP CLAIMS ADMINISTR/	53,725.72
					Total :	**53,725.72**
137503	2/22/2016	503960 CITY OF GARDENA	021816		ADMINISTRATIVE FEE - SPRING PARK	16,553.40
					Total :	**16,553.40**
137504	2/25/2016	108959 WU, YIWEN	JUN-AUG 2015		REFUND - RUBBISH SERVICE OVERPA	96.50
					Total :	**96.50**
137505	3/1/2016	619004 GOLDEN STATE WATER CO.	021616		WATER	9,014.48
					Total :	**9,014.48**
137506	3/1/2016	113299 MERRIMAC ENERGY GROUP	2160490/91	037-09000	87 OCTANE REGULAR UNLEADED FUE	20,994.10
					Total :	**20,994.10**
137507	3/1/2016	106110 ADVANCED BENEFIT SOLUTIONS, LLC	MARCH 2016		HEALTH, DENTAL & LIFE INSURANCE	129,747.04
					Total :	**129,747.04**
137508	3/1/2016	108967 OCAMPO, FERNANDA	022416		REFUND - RUBBISH SERVICE OVERPA	430.46
					Total :	**430.46**
137509	3/1/2016	111016 KAISER FOUNDATION HEALTH PLAN	MARCH 2016		HEALTH INSURANCE	185,193.75
					Total :	**185,193.75**
137510	3/1/2016	619003 SOUTHERN CALIFORNIA EDISON	022016		LIGHT & POWER	12,079.05
					Total :	**12,079.05**
137511	3/1/2016	101195 WASTE RESOURCES GARDENA	030116		WASTE COLLECTION	197,726.74

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137511	3/1/2016	101195	101195 WASTE RESOURCES GARDENA	(Continued)		Total :	197,726.74
137512	3/8/2016	108458	ADAMS, JAMIL	02/16-02/29/16		SPORTS SCOREKEEPER	37.50
						Total :	37.50
137513	3/8/2016	101602	ADLERHORST INTERNATIONAL, INC.	60592		K9 PROGRAM SUPPLIES	291.60
						Total :	291.60
137514	3/8/2016	104058	ADMINSURE, INC.	9153		WORKERS' COMP CLAIMS ADMINISTR/	8,310.00
						Total :	8,310.00
137515	3/8/2016	101031	AFFORDABLE HOUSING, PROFESSIONALS, IN	LS-Clay		STATE HOME PROG - 14005 DAPHNE A	225.00
				PI-HOME-Admin1		STATE HOME PROG - ADMIN CONSULT	3,060.00
						Total :	3,285.00
137516	3/8/2016	101713	ALL AMERICAN ASPHALT	169408		NATIONAL GUARD ARMORY SITE IMPR	24,557.50
						Total :	24,557.50
137517	3/8/2016	101308	ALTEC INDUSTRIES, INC.	5267971		2002 FREIGHTLINER FL 70 ADJUST LIN	1,507.44
						Total :	1,507.44
137518	3/8/2016	100925	AMERICAN MOVING PARTS	01A47209	037-08979	BRAKE CHAMBER	142.54
				01A47662	037-08968	KIT, PURGE VALVE, CARTRIDGE	685.62
						Total :	828.16
137519	3/8/2016	108961	ARROWHEAD SCIENTIFIC, INC.	84356		PD SUPPLIES - CANOPY TENT	2,541.13
						Total :	2,541.13
137520	3/8/2016	106965	ASSA ABLOY ENTRANCE, SYSTEMS US INC.	SEI/00987524		COMMUNITY CENTER DOOR - REPLAC	3,863.56
						Total :	3,863.56
137521	3/8/2016	104687	AT&T	7181443		TELEPHONE	9,482.56
						Total :	9,482.56
137522	3/8/2016	104687	AT&T	7673515		TELEPHONE	9,306.11
						Total :	9,306.11
137523	3/8/2016	616025	AT&T	010716		CATV - POLE ATTACH CONDUIT	258.79

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137523	3/8/2016	616025	616025 AT&T	(Continued)		Total :	258.79
137524	3/8/2016	616333	AT&T	021516		TELEPHONE	38.06
						Total :	38.06
137525	3/8/2016	100964	AT&T MOBILITY	828667974X02162016		IT CELL PHONE ACCT #828667974~	298.56
				834935325X02162016CD		CDD CELL PHONE ACCT #834935325~	157.64
				834935325X02162016PW		PW IPAD ACCT #834935325 ~	27.76
				835577878X03012016		PD CELL PHONE ACCT #835577878~	1,226.14
						Total :	1,710.10
137526	3/8/2016	412610	BANK OF NEW YORK MELLON, THE	252-1929152		ADMIN FEE - SBRPCA REFUNDING RE\	1,970.00
						Total :	1,970.00
137527	3/8/2016	103651	BARR & CLARK ENVIRONMENTAL	41159		LBP CLEARANCE INSPECTION - 15067	275.00
						Total :	275.00
137528	3/8/2016	802155	BAYSIDE REPORTING COMPANY	8132		TRANSCRIPT ORIGINAL & COURT PER	566.50
						Total :	566.50
137529	3/8/2016	102135	BEHRENDS, KENT	00001596		NETWORK SUPPORT	1,700.00
						Total :	1,700.00
137530	3/8/2016	102331	BLUE DIAMOND MATERIALS	649075		AC 3/8 MAX	509.49
				652723		AC 3/8 MAX ~	736.33
				654016		AC 3/8 MAX~	214.23
						Total :	1,460.05
137531	3/8/2016	202435	BORBON, SERGIO	021716		MEDICAL REIMBURSEMENT	2,550.00
						Total :	2,550.00
137532	3/8/2016	105991	BURRO CANYON ENT., INC.	953		RANGE FEES 2/11/16	120.00
						Total :	120.00
137533	3/8/2016	100236	CAMPBELL, HENRY	02/16-02/29/16		SPORTS OFFICIAL	260.00
						Total :	260.00
137534	3/8/2016	108964	CASTRO, RICARDO	183/48609		REFUND - YOUTH SOCCER FEE	45.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137534	3/8/2016	108964	108964 CASTRO, RICARDO	(Continued)		Total :	45.00
137535	3/8/2016	108378	CHARLES E. THOMAS COMPANY INC.	C10849	037-08348	DESIGNATED OPERATOR SERVICE	200.00
						Total :	200.00
137536	3/8/2016	100235	CHARLES, JOSEPH	02/01-02/15/16		SPECIAL EVENT STAFF	160.00
						Total :	160.00
137537	3/8/2016	103390	COASTLINE EQUIPMENT	283453		PW AUTO PARTS	257.43
				283461		SEWER PROGRAM SUPPLIES	199.66
						Total :	457.09
137538	3/8/2016	108963	COLLINS, CLAYMORE	14/48145		REFUND - YOUTH BASKETBALL FEE	60.00
						Total :	60.00
137539	3/8/2016	105448	COOPER, KRISTOPHER	02/16-02/29/16		SPORTS SCOREKEEPER	97.50
						Total :	97.50
137540	3/8/2016	103268	COPLOGIC, INC.	C100154-20151130		YEARLY MAINTENANCE, SUPPORT, UP	5,414.85
						Total :	5,414.85
137541	3/8/2016	103353	CRM COMPANY, LLC.	GA1081		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1082		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1083		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1084		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1085		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1086		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1087		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1088		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1089		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1090		SCRAP TIRE DISPOSAL FEE~	39.50
				GA1091		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1092		SCRAP TIRE DISPOSAL FEE~	29.50
				GA1093		SCRAP TIRE DISPOSAL FEE~	39.50
						Total :	403.50
137542	3/8/2016	108799	CSTARS NURSERY, INC.	27887		TREE PROGRAM SUPPLIES	16.30

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137542	3/8/2016	108799	108799 CSTARS NURSERY, INC.	(Continued)		Total :	16.30
137543	3/8/2016	108629	DAVE BANG ASSOCIATES, INC.	41143	024-00379	SWINGS AND BASKETBALL NETS	2,361.62
					024-00379		
						Total :	2,361.62
137544	3/8/2016	106540	DELTA MOTOR CO INC.	19932	037-08980	PARTS - CAPACITOR	147.15
						Total :	147.15
137545	3/8/2016	312558	DEPARTMENT OF ANIMAL CARE, & CONTROL	JANUARY 2016		MONTHLY HOUSING SERVICES	9,893.37
						Total :	9,893.37
137546	3/8/2016	312249	DEPARTMENT OF CORONER	16ME0235		AUTOPSY REPORT	96.00
						Total :	96.00
137547	3/8/2016	312117	DEPARTMENT OF WATER & POWER	022416		LIGHT & POWER	75.48
						Total :	75.48
137548	3/8/2016	108444	ECALE, KATHY	022516		PHOTOGRAPHY - 5 STAR BUS ROADE(	350.00
						Total :	350.00
137549	3/8/2016	105453	ELIAS, DEJON	02/16-02/29/16		SPORTS SCOREKEEPER	112.50
						Total :	112.50
137550	3/8/2016	107353	EMERGENCY RESPONSE CRIME SCENE, CLE	T2016-223		CLEAN & DISINFECT POLICE VEHICLE	250.00
						Total :	250.00
137551	3/8/2016	105418	EMPIRE CLEANING SUPPLY	854159		PARK MAINT SUPPLIES	708.50
				854382		PARK MAINT SUPPLIES	93.20
				856478		CUSTODIAL SUPPLIES	118.56
				856651		CUSTODIAL SUPPLIES	12.32
						Total :	932.58
137552	3/8/2016	106459	ENTERPRISE FM TRUST	PPD-220784-2016		22 LEASED VEHICLES FOR PD~	91,591.42
						Total :	91,591.42
137553	3/8/2016	105650	EWING IRRIGATION PRODUCTS	914172		PARK MAINT SUPPLIES	33.52

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137553	3/8/2016	105650	105650 EWING IRRIGATION PRODUCTS	(Continued)		Total :	33.52
137554	3/8/2016	102795	EXCEL PAVING CO.	2-23833		STREET IMPROVEMENTS - CITYWIDE I	15,247.50
						Total :	15,247.50
137555	3/8/2016	105539	FACTORY MOTOR PARTS CO.	25-876163		CORE DEPOSIT	-40.33
				25-877364		PW AUTO PARTS	-262.76
					G		
				25-879980		ADJUSTMENT TO CM #25-867162 - NOT	78.61
				25-882756	037-08964	PIGTAIL	22.97
				25-882783	037-08964	SPARK PLUG	31.30
				25-884524	037-08982	MASS AIR FLOW SENSOR - UNIT 801	206.00
				25-884572	037-08982	VALVE - UNIT 801	13.85
				25-884622	037-08981	BRAKE CLEAN	148.33
				25-884648		SEWER PROGRAM SUPPLIES	36.74
				25-884668	037-08981	BRAKE CLEAN	129.07
				25-885909	037-09007	SWITCH RELAY & VALVE - UNIT 801	129.70
				3-1743198	037-08964	PIGTAIL	22.97
						Total :	516.45
137556	3/8/2016	102624	FBI - LEEDA	5075-16		ANNUAL MEMBERSHIP DUES - E. MEDI	50.00
						Total :	50.00
137557	3/8/2016	106129	FEDEX	5-318-03476		SHIPPING SERVICES	45.12
				5-325-97119		SHIPPING SERVICES	50.92
				5-333-45322		SHIPPING SERVICES	25.46
						Total :	121.50
137558	3/8/2016	107002	FLETCHER, JOSEPH	021816		MEDICAL REIMBURSEMENT	396.97
						Total :	396.97
137559	3/8/2016	106607	FORD OF MONTEBELLO	365561	037-08970	VALVE ASSY, INJECTOR, STARTER MO	1,140.29
				365646	037-08969	THROTTLE BODY & SENDER & PUMP	652.87
				366152	037-08983	EXHAUST PIPE & O^2 SENSOR	165.04
						Total :	1,958.20
137560	3/8/2016	106100	FORENSIC NURSE SPECIALISTS INC	3557		STEP DUI/CDL CHECKPOINT	385.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137560	3/8/2016	106100	106100 FORENSIC NURSE SPECIALISTS INC (Continued)			Total :	385.00
137561	3/8/2016	108960	GAMETRUCK OC	7529		BLACK HISTORY MONTH - 2HR MOBILE	375.00
						Total :	375.00
137562	3/8/2016	107030	GARDENA AUTO PARTS	024817		RETURN - BALL JOINTS	-224.34
				026009		CORE DEPOSIT	-9.81
				026530		PW AUTO PARTS	85.48
				026755	037-08984	BATTERY	113.24
				026757	037-08984	ELECTRONIC CLEANER	160.88
				026976	037-08984	BATTERY	109.32
				027112	037-08985	OIL FILTER	23.30
				027198	037-08997	MANIFOLD GASKET - UNIT 801	41.93
				027385	037-09008	HOSE CLAMP - SWEEPER	106.60
				027389	037-09008	OIL PRESSURE - SWEEPER	73.36
						Total :	479.96
137563	3/8/2016	107011	GARDENA VALLEY NEWS, INC.	00039468		NOTICE OF PUBLIC HEARING - USER F	300.00
				00039494		NOTICE OF INTENT TO ADOPT A MITIG	466.97
				00039500		PUBLIC NOTICE - FIREWORKS STAND	184.61
						Total :	951.58
137564	3/8/2016	119907	GOLF CLUB AT RANCHO CALIFORNIA, THE	031916		GRAGA TOURNAMENT 3/19/16	1,300.00
						Total :	1,300.00
137565	3/8/2016	107498	GOODYEAR TIRE & RUBBER COMPANY, THE	0071654534	037-06329	FIVE-YEAR BUS TIRE LEASE WITH GO	8,756.19
				0071654535	037-06329	FIVE-YEAR BUS TIRE LEASE WITH GO	582.00
						Total :	9,338.19
137566	3/8/2016	102480	GOVERNMENTJOBS.COM, INC.	INV17184		JOB POSTING - SENIOR ACCOUNTANT	175.00
						Total :	175.00
137567	3/8/2016	107513	GRAINGER	9027088344	037-08986	SALISBURY Red Electrical Glove Kit,	566.24
				9027088351	037-08986	SALISBURY Red Electrical Glove Kit,	117.07
				9028454420	037-08986	SALISBURY Red Electrical Glove Kit,	198.86
				9030327598		PW SIGNS/SIGNALS SUPPLIES	39.11
						Total :	921.28

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137568	3/8/2016	108972 GRANDMA'S HOUSE CATERING, INC.	031916-2		5 STAR BUS ROADEO CATERING - REM	5,325.53
					Total :	**5,325.53**
137569	3/8/2016	108972 GRANDMA'S HOUSE CATERING, INC.	031916-1		5 STAR BUS ROADEO CATERING - 30%	2,281.00
					Total :	**2,281.00**
137570	3/8/2016	208114 HASSOLDT, MATTHEW S.	021616		MEDICAL REIMBURSEMENT	410.00
					Total :	**410.00**
137571	3/8/2016	208478 HEITMEYER, JAMES	021816		MEDICAL REIMBURSEMENT	2,550.00
					Total :	**2,550.00**
137572	3/8/2016	108434 HOME DEPOT CREDIT SERVICES	0280534		BLDG MAINT SUPPLIES	22.76
			0354969		PARK MAINT SUPPLIES	159.66
			4045441		BLDG MAINT SUPPLIES	182.25
			4354171		PARK MAINT SUPPLIES	57.58
			4591346		BLDG MAINT SUPPLIES	111.19
			5053097		PARK MAINT SUPPLIES	48.77
			7053986		PW SIGNS/SIGNALS SUPPLIES	17.37
			7242024		HOME IMPROVEMENT PROGRAM	-52.85
					Total :	**546.73**
137573	3/8/2016	108430 HOME PIPE & SUPPLY	E75839		BLDG MAINT SUPPLIES	316.67
			E75891		BLDG MAINT SUPPLIES	16.56
			E76091		BLDG MAINT SUPPLIES	174.67
			E76544		BLDG MAINT SUPPLIES	89.49
			E76581		BLDG MAINT SUPPLIES	57.60
					Total :	**654.99**
137574	3/8/2016	106633 HOUSE OF TROPHIES & AWARDS INC	95193		5 STAR BUS ROADEO SUPPLIES	2,826.37
					Total :	**2,826.37**
137575	3/8/2016	108302 INGLEWOOD WHOLESALE ELECTRIC, CO.	251495		BODINE EMERGENCY BALLAST	435.10
			251496		LAMPS	164.26
					Total :	**599.36**
137576	3/8/2016	107068 INLAND ENGINEERING SERVICES, INC.	PERMIT #14128		PERMIT DEPOSIT REFUND - 14115 S.	1,000.00
			PERMIT #14485		PERMIT DEPOSIT REFUND - 2401 W.	1,000.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137576	3/8/2016	107068 107068 INLAND ENGINEERING SERVICES, INC. (Continued)			Total :	2,000.00
137577	3/8/2016	107908 INSITE GRAFIX	2753		CUSTOM GRAPHICS - UNIT P08	599.50
			2764		CUSTOM GRAPHICS - P-09	599.50
					Total :	1,199.00
137578	3/8/2016	108058 ITM MOBILE LLC	3447		CITY OF GARDENA MULTI-EVENTS APF	2,000.00
					Total :	2,000.00
137579	3/8/2016	108555 JALISCO TIRE & AUTO REPAIR	022316		FLAT REPAIR	10.00
			022416		FLAT REPAIR	10.00
			022516		FLAT REPAIR	8.00
					Total :	28.00
137580	3/8/2016	108968 JIMENEZ, ANGEL	03/21-03/25		11TH NNUAL FTA DRUG & ALCOHOL PF	742.88
					Total :	742.88
137581	3/8/2016	110426 JOBS AVAILABLE, INC.	1605013 BUS		CLASSIFIED ADS - BUS OPERATOR - P	858.00
			1605013 PER		CLASSIFIED ADS - SENIOR ACCOUNTA	234.00
					Total :	1,092.00
137582	3/8/2016	108912 JOHNSON, PHILLIP	02/16-02/29/16		SPECIAL EVENT STAFF	240.00
					Total :	240.00
137583	3/8/2016	210005 JUCKETT, BRIAN K.	FALL 2015		EDUCATIONAL REIMBURSEMENT	1,598.00
					Total :	1,598.00
137584	3/8/2016	111045 KJ SERVICES	8544		DISPLAY AD - FILTER EXCHANGE EVEN	298.00
					Total :	298.00
137585	3/8/2016	111260 KJOS, BARBARA JEAN	FEBRUARY 2016		GARDENA FAMILY CHILD CARE PROGF	1,425.00
					Total :	1,425.00
137586	3/8/2016	312238 L.A. COUNTY CLERK	JN 891/893/911		NOTICE OF EXEMPTION - STREET IMP	225.00
					Total :	225.00
137587	3/8/2016	312238 L.A. COUNTY CLERK	JN894/898		NOTICE OF EXEMPTION - PEDESTRIAN	75.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137587	3/8/2016	312238	312238 L.A. COUNTY CLERK	(Continued)		Total :	75.00
137588	3/8/2016	312240	L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	16021108816		INDUSTRIAL WASTE SERVICES	11,130.13
				16021109094		TRAFFIC SIGNAL MAINT - HIGHWAY SA	2,968.26
						Total :	14,098.39
137589	3/8/2016	212011	LANSDELL, MITCHELL G.	01/14-02/13/16		REIMBURSEMENT FOR CITY RELATED	166.25
						Total :	166.25
137590	3/8/2016	806550	LAWRENCE BEACH ALLEN & CHOI, PC	52723		PROFESSIONAL SERVICES - EMPLOYE	3,050.00
						Total :	3,050.00
137591	3/8/2016	112260	LIEBERT CASSIDY WHITMORE	1416085		PROFESSIONAL SERVICES - LITIGATIC	46,239.42
						Total :	46,239.42
137592	3/8/2016	108757	LOPEZ-MAGANA, JESUS	02/14-02/27/16		INTERN MECHANIC	798.00
						Total :	798.00
137593	3/8/2016	112615	LU'S LIGHTHOUSE, INC.	614188	037-08976	GLARE KIT, STEPWELL LIGHT, HALOGE	249.69
				614436	037-08524	RED CONNECTOR	39.31
				614796		WIRING SUPPLIES	-98.37
				614936	037-08998	WELDING CABLE	178.59
				614950	037-08998	WEATHER PACK CONNECTOR	38.99
						Total :	408.21
137594	3/8/2016	113301	M & K METAL CO.	004589		BLDG MAINT SUPPLIES	30.53
						Total :	30.53
137595	3/8/2016	113820	M.E.M.A.	2016		ANNUAL MEMBER DUES	275.00
						Total :	275.00
137596	3/8/2016	105082	MAJESTIC LIGHTING, INC.	ML56980		BLDG MAINT SUPPLIES	631.00
				ML57060		SIGNS/SIGNALS SUPPLIES	174.37
				ML57111		SIGNS/SIGNALS SUPPLIES	194.15
				ML57158		SIGNS/SIGNALS SUPPLIES	187.48
						Total :	1,187.00
137597	3/8/2016	813030	MANNING & KASS	449420		LEGAL SERVICES - M. MORALES V. GA	411.10

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137597	3/8/2016	813030	813030 MANNING & KASS	(Continued)		Total :	411.10
137598	3/8/2016	113003	MARTIN CHEVROLET	726778		PD AUTO PARTS	14.65
						Total :	14.65
137599	3/8/2016	113046	MARX BROS. FIRE EXTINGUISHER, CO., INC.	M10029		FIRE EXTINGUISHER SERVICE - (3) #25	975.00
						Total :	975.00
137600	3/8/2016	113064	MCMASTER-CARR SUPPLY COMPANY	49496872	037-08965	JUMPER CLAMPS & AIR INTAKE FILTEF	186.11
				49734001	037-08972	BUS STOP SUPPLIES	299.14
				50120079	037-08989	SHOP & FACILITY SUPPLIES	376.81
				50642836	037-08999	SHOP & FACILITY SUPPLIES	167.72
				50818726	037-08999	SHOP & FACILITY SUPPLIES	92.52
						Total :	1,122.30
137601	3/8/2016	108971	MEDRANO, JOSE	022416		5 STAR BUS ROADEO - REIMBURSEME	31.21
						Total :	31.21
137602	3/8/2016	113125	MEMORIAL HOSPITAL OF GARDENA	1000170013		EMERGENCY ROOM SERVICES - S. SY	1,403.27
						Total :	1,403.27
137603	3/8/2016	102148	MERCURY INSURANCE COMPANY	15-63PW		CLAIM FOR DAMAGES SETTLEMENT~	2,518.45
						Total :	2,518.45
137604	3/8/2016	113605	MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	242739		PROPANE GAS	199.55
				243543		PROPANE GAS	391.84
						Total :	591.39
137605	3/8/2016	101421	NATIONAL CONSTRUCTION RENTALS, INC.	4366338		RENTAL - 6FT TEMPORARY FENCE, 6F	135.20
						Total :	135.20
137606	3/8/2016	114826	NATIONAL STOCK SIGN CO., INC.	78373		12"X18" NO PARKING SIGNS	337.90
						Total :	337.90
137607	3/8/2016	103410	NELSON, KATHY ANN	021916		MEDICAL REIMBURSEMENT	259.00
						Total :	259.00
137608	3/8/2016	103311	NET TRANSCRIPTS, INC.	0006127		TRANSCRIPTION SERVICES	26.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137608	3/8/2016	103311	103311 NET TRANSCRIPTS, INC.	(Continued)		Total :	**26.00**
137609	3/8/2016	101748	NEW FLYER OF AMERICA	80223359	037-08847	LEVER ASSEMBLY DOOR SHAFT	120.73
				80232072	037-08961	FRONT TURN AMB LED, LED DRIVER	185.88
				80232962	037-08914	AIR FILTER	104.86
				80233046	037-08926	CLAMP, V-BAND	19.31
				80233099	037-08914	MODULE-VMM	710.81
				80233202	037-08967	GASKET, DECALS, VALVE, WIPER BLAI	904.14
				80233659	037-08940	SWITCH	30.91
				80238846	037-08992	SENSOR, FENDER, VALVE ASSY, FAN	4,878.49
				80239117	037-08991	PUMP, BOOSTER	1,159.64
						Total :	**8,114.77**
137610	3/8/2016	217425	NGUYEN, MICHAEL	021916		MEDICAL REIMBURSEMENT	2,000.00
						Total :	**2,000.00**
137611	3/8/2016	214310	NIKO, UIKILIFI	021816		MEDICAL REIMBURSEMENT	2,550.00
						Total :	**2,550.00**
137612	3/8/2016	106951	OCC BUILDERS	021016		PD STORAGE AND PARKING FACILITY	10,600.00
						Total :	**10,600.00**
137614	3/8/2016	115168	OFFICE DEPOT	1889713192		REC OFFICE SUPPLIES	70.25
				1898828788		REC OFFICE SUPPLIES	9.57
				1901252304		REC OFFICE SUPPLIES	195.32
				1901252305		REC OFFICE SUPPLIES	75.20
				814716013		HS OFFICE SUPPLIES	61.01
				814765083		PD OFFICE SUPPLIES	53.67
				814765523		PD OFFICE SUPPLIES	4.35
				815314952		PD OFFICE SUPPLIES	345.52
				815315845		PD OFFICE SUPPLIES	20.70
				815963176		CM OFFICE SUPPLIES	50.45
				816079613-001		PD OFFICE SUPPLIES	305.94
				816079613-002		PD OFFICE SUPPLIES	55.56
				816369860		CDD OFFICE SUPPLIES	59.94
				816382016		PD OFFICE SUPPLIES	65.89
				816382018		PD OFFICE SUPPLIES	278.56

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137614	3/8/2016	115168 OFFICE DEPOT	(Continued)			
			817841153		ECON DEV OFFICE SUPPLIES	244.72
			817841566		ECON DEV OFFICE SUPPLIES	83.67
			817860229		PD OFFICE SUPPLIES	71.41
			817895771		FINANCE OFFICE SUPPLIES	304.16
			817950959		PD OFFICE SUPPLIES	368.39
			818229142		GJJIP OFFICE SUPPLIES	183.41
			818230723		GJJIP OFFICE SUPPLIES	13.07
			818322027		ECON DEV OFFICE SUPPLIES	-83.67
			818623422		PD OFFICE SUPPLIES	64.30
			818623605		PD OFFICE SUPPLIES	316.68
			819028700		ECON DEV OFFICE SUPPLIES	-244.72
			819430709		FINANCE OFFICE SUPPLIES	-304.16
			819515849		FINANCE OFFICE SUPPLIES	356.96
			820191919		PD OFFICE SUPPLIES	107.71
			820462249		CDD OFFICE SUPPLIES	31.09
			820526586		PD OFFICE SUPPLIES	456.05
			820527024		PD OFFICE SUPPLIES	63.07
			821015072		PD OFFICE SUPPLIES	22.00
			822031096		PD OFFICE SUPPLIES	68.50
			822044821	037-09002	BUS OFFICE SUPPLIES	148.04
			822337747		GJJIP OFFICE SUPPLIES	119.69
			822505826		ECON DEV OFFICE SUPPLIES	332.42
			822505914		ECON DEV OFFICE SUPPLIES	119.89
			823273143		PD OFFICE SUPPLIES	102.11
			823963871		PD OFFICE SUPPLIES	60.93
			824055738		HR OFFICE SUPPLIES	99.22
					Total :	**4,756.87**
137615	3/8/2016	111358 O'REILLY AUTO PARTS	334363		PW AUTO PARTS	33.90
			334388		PW AUTO PARTS	7.23
			334540		PW AUTO PARTS	130.60
			336543		PW AUTO PARTS	56.59
			337478		PW AUTO PARTS	3.34
			339117		SEWER PROGRAM SUPPLIES	95.58
			339845		PW AUTO PARTS	25.06

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137615	3/8/2016	111358	111358 O'REILLY AUTO PARTS	(Continued)		Total :	352.30
137616	3/8/2016	115430	ORION SAFETY PRODUCTS	00252825		30 MIN SPIKELESS 1/4 GR	4,886.48
						Total :	4,886.48
137617	3/8/2016	103673	PACIFIC PRODUCTS & SERVICE, LLC	20399		PW SIGNS/SIGNALS SUPPLIES	418.13
				20410	037-08974	BUS STOP SUPPLIES	152.47
						Total :	570.60
137618	3/8/2016	108973	PEEKABOO PHOTO BOOTH	022416		5 STAR BUS ROADEO - PHOTO BOOTH	625.00
						Total :	625.00
137619	3/8/2016	100616	PEPE'S TOWING SERVICE, INC.	12480	037-09004	TOWING SERVICES FOR BUS #767	340.00
						Total :	340.00
137620	3/8/2016	116137	PETERSON HYDRAULICS, INC.	0000013237	037-08962	HYDRAULIC PRESS REBUILD	512.62
						Total :	512.62
137621	3/8/2016	108600	PHOENIX GROUP INFORMATION, SYSTEMS	012016211		PARKING TICKET CONTRACT SERVICE	1,836.75
						Total :	1,836.75
137622	3/8/2016	102677	PROVIDENCE HEALTH & SERVICES	1010125 2/3/16		SART EXAM~	730.00
						Total :	730.00
137623	3/8/2016	106092	PRUDENTIAL OVERALL SUPPLY	42007033		UNIFORM & SUPPLY RENTAL	203.56
				42007034		UNIFORM RENTAL	56.16
				42007035		SUPPLY RENTAL - MATS - PD	71.44
				42007036		SUPPLY RENTAL - MATS - NCC	12.42
				42007037		SUPPLY RENTAL - MATS - CH	16.05
				42007038		SUPPLY RENTAL - MATS - HS	8.28
				42007039		UNIFORM & SUPPLY RENTAL	276.35
				42007040		SUPPLY RENTAL - MATS - GMBL	26.60
				42009221		UNIFORM & SUPPLY RENTAL	203.56
				42009222		UNIFORM RENTAL	56.16
				42009223		SUPPLY RENTAL - MATS - GMBL SHOP	8.10
				42009224		UNIFORM & SUPPLY RENTAL	259.94
				42011683		UNIFORM & SUPPLY RENTAL	203.56
				42011684		UNIFORM RENTAL	56.16

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137623	3/8/2016	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
			42011685		SUPPLY RENTAL - MATS - PD	71.44
			42011686		SUPPLY RENTAL - MATS - NCC	12.42
			42011687		SUPPLY RENTAL - MATS - CH	16.05
			42011688		SUPPLY RENTAL - MATS - HS	8.28
			42011689		UNIFORM & SUPPLY RENTAL	276.54
			42011690		SUPPLY RENTAL - MATS - GMBL	26.60
			42014042		UNIFORM & SUPPLY RENTAL	203.56
			42014043		UNIFORM RENTAL	56.16
			42014044		SUPPLY RENTAL - MATS - GMBL SHOP	8.10
			42014045		UNIFORM & SUPPLY RENTAL	259.94
					Total :	**2,397.43**
137624	3/8/2016	116575 PSYCHOLOGICAL CONSULTING, ASSOCIATES	521899		INDIVIDUAL PSYCHOTHERAPY~	375.00
					Total :	**375.00**
137625	3/8/2016	106773 PUN & MCGEADY LLP	2015-0428		CITY ANNUAL AUDIT YE 6/30/15	10,400.00
					Total :	**10,400.00**
137626	3/8/2016	106601 QUALITY LOGO PRODUCTS	248702	037-08955	BUS RODEO & EMPLOYEE APPRECIAT	400.25
					Total :	**400.25**
137627	3/8/2016	117603 QUALITY MEDICAL SERVICE	19508		BUS FIRST AID SUPPLIES	209.66
			19509	037-08952	BUS FIRST AID SUPPLIES	211.13
					Total :	**420.79**
137628	3/8/2016	103907 QUINN COMPANY	PC810712683		PW MAINT SUPPLIES	14.97
			PC810715621		PW MAINT SUPPLIES	151.22
			PC810716302		PW SUPPLIES	122.74
			PC810717069		PW SUPPLIES	52.34
			PC810717231		FREIGHT	10.20
			PR810274615		PW MAINT SUPPLIES	-452.91
			WO810176581		REPAIR FUEL INJECTION PUMP	5,199.61
					Total :	**5,098.17**
137629	3/8/2016	216610 QUINN, JANICE	021716		MEDICAL REIMBURSEMENT	400.00
					Total :	**400.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137630	3/8/2016	101511 READYFRESH	16B0010113405		DRINKING WATER SERVICE	136.22
					Total :	**136.22**
137631	3/8/2016	118228 REGENTS OF THE UNIVERSITY OF, THE	10489651		CA GOVERNMENT TORT LIABILITY 4TH	219.07
					Total :	**219.07**
137632	3/8/2016	118476 RICOH USA, INC.	20935211	023-00840	LEASE, RICOH DD6650P DUPLICATOR	549.94
			20935212	023-00960	RICOH MPC3503 COPIER LEASE	206.85
			20935240		RICOH MPC5502 COPIER LEASE - S/N	263.24
			20935241		RICOH PRO 1107EX COPIER LEASE - S	853.72
					Total :	**1,873.75**
137633	3/8/2016	108958 ROBBINS, MIKE	UNIFORM		UNIFORM ALLOWANCE	350.00
					Total :	**350.00**
137634	3/8/2016	218428 ROBLEDO, LYDIA	021816		MEDICAL REIMBURSEMENT	25.00
					Total :	**25.00**
137635	3/8/2016	108446 RODRIGUEZ, MIGUEL	231		DJ SERVICE - 5 STARS BUS ROADEO 3	300.00
					Total :	**300.00**
137636	3/8/2016	108965 RODRIGUEZ, SENEYDA	02/16-02/29/16		SPORTS OFFICIAL	80.00
					Total :	**80.00**
137637	3/8/2016	100383 S.B.R.P.C.A.	02837		STEP DUI/CDL CHECKPOINT	246.19
			02838		STEP DUI/CDL CHECKPOINT	30.77
					Total :	**276.96**
137638	3/8/2016	119022 SAFEMART OF SOUTHERN, CALIFORNIA	88538		DUPLICATE KEYS	11.45
					Total :	**11.45**
137639	3/8/2016	119015 SAFETY-KLEEN CORPORATION	69374505		VACUUM SERVICE LIQUID REMOVAL	2,157.00
			69490635		SERVICE AQUEOUS PARTS WASHER	357.93
					Total :	**2,514.93**
137640	3/8/2016	108969 SALLY FAATILIGA & LAW OFFICES	T02-2013		FINAL SETTLEMENT - S. FAATILIGA V.	10,000.00
					Total :	**10,000.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137641	3/8/2016	119016 SAM'S CLUB	2700		REC PROGRAM SUPPLIES	116.43
			6928 2/28/16		REC PROGRAM SUPPLIES	34.90
					Total :	**151.33**
137642	3/8/2016	219355 SARGENT, MICHAEL ADAM	021516		MEDICAL REIMBURSEMENT	395.89
					Total :	**395.89**
137643	3/8/2016	108440 SHAMBURGER, JR, JAMES	02/16-02/29/16		SPORTS OFFICIAL	280.00
					Total :	**280.00**
137644	3/8/2016	107442 SHIN, TED	01/25-02/12		REQUALIFICATION BASIC COURSE - M	136.00
			UNIFORM.		UNIFORM ALLOWANCE	350.00
					Total :	**486.00**
137645	3/8/2016	119361 SMART & FINAL IRIS CO.	178627		REC PROGRAM SUPPLIES	19.07
					Total :	**19.07**
137646	3/8/2016	108900 SOFTWAREONE INC.	US-PSI-442760	023-01019	SOFTWARE, MICROSOFT OFFICE STD	1,967.40
			US-PSI-443738	023-01020	SOFTWARE, MICROSOFT PROJECT W/	595.50
			US-PSI-444176	023-01023	SOFTWARE, MICROSOFT OFFICE STAI	24,789.24
					Total :	**27,352.14**
137647	3/8/2016	119906 SOUTHERN CALIFORNIA GOLF, ASSOCIATION	02-0587		REGULAR MEMBER FEES - I. BILL, M.	66.00
					Total :	**66.00**
137648	3/8/2016	106635 SOUTHERN CALIFORNIA REGIONAL, BUS RO	041616		ENTRANCE FEE - 2016 REGIONAL BUS	3,000.00
					Total :	**3,000.00**
137649	3/8/2016	119819 STEWART-JACKSON SPRINKLERS, INC.	55006		TESTING OF (11) BACKFLOW DEVICES	1,392.00
					Total :	**1,392.00**
137650	3/8/2016	119602 SUN BADGE CO.	366357		REPAIR - LA DOME TWOTONE BADGE -	1,996.46
					Total :	**1,996.46**
137651	3/8/2016	106870 TENDER LOVING CARE CATERING, INC.	02/16-02/29/16		SENIOR FEEDING PROGRAM	8,747.20
					Total :	**8,747.20**
137652	3/8/2016	220479 THOMPSON, MARK	01/06-01/11/16		POST SHERMAN BLOCK SUPERVISOR	188.65

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137652	3/8/2016	220479 THOMPSON, MARK	(Continued)			
			02/04-02/06/16		POST SHERMAN BLOCK SUPERVISOR	501.64
			03/10-03/12		POST SHERMAN BLOCK SUPERVISOR	140.00
					Total :	**830.29**
137653	3/8/2016	104126 TIME WARNER CABLE	021316		BUSINESS CLASS CABLE PACKAGE ~	123.96
			021416		BASIC CABLE TELEVISION PACKAGE ~	102.81
					Total :	**226.77**
137654	3/8/2016	105465 TK SERVICES, INC.	2434925	037-08995	HVAC PARTS	539.09
					Total :	**539.09**
137655	3/8/2016	105070 T-MOBILE USA, INC.	9259186431		GPS LOCATE	600.00
					Total :	**600.00**
137656	3/8/2016	107808 TRANSIT LINE ART	257		5-STAR ROADEO T-SHIRT DESIGN	750.00
					Total :	**750.00**
137657	3/8/2016	105959 TRANSITTALENT.COM, LLC	1341602		RECRUITMENT AD - TRANSIT TRAININ(	285.00
					Total :	**285.00**
137658	3/8/2016	220725 TURNER, THERON	02/16-02/29/16		SPORTS OFFICIAL	60.00
					Total :	**60.00**
137659	3/8/2016	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 2/22/16		CAL CARD STATEMENT 1/23-2/22/16	678.05
			FAUST 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	1,504.60
			FUJIO 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	1,828.32
			MALLORY 2/22/16		CAL CARD STATEMENT 1/23-2/22/16	100.00
			NOLAN 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	986.15
			OSORIO 2/22/16		CAL CARD STATEMENT 1/23-2/22/16	702.00
			V OSORIO 1/22/16		CAL CARD STATEMENT 12/23/15-1/22/1	1,381.82
			WARD 2/22/16		CAL CARD STATEMENT 1/23-2/22/16	2,161.73
					Total :	**9,342.67**
137660	3/8/2016	101448 U.S. HEALTHWORKS MEDICAL, GROUP, PC	2858313		DOT DMV RENEWAL EXAM, RANDOM [	610.00
			2861838		DOT DMV RENEWAL EXAM	348.00
					Total :	**958.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137661	3/8/2016	121407 UPS	649922076		SHIPPING SERVICE CHARGES	132.05
			914073076 2/13/16		SHIPPING SERVICE CHARGES	22.25
					Total :	**154.30**
137662	3/8/2016	122050 VERIZON WIRELESS	9760290724		PW MOBILE BROADBAND SERVICE~	1,010.18
					Total :	**1,010.18**
137663	3/8/2016	105259 VINI'S PARTY RENTALS	20986		RENTALS - GRIDDLE, PANCAKE PROP/	149.00
			21227		RENTALS - 6' BANQUET TABLE	185.00
					Total :	**334.00**
137664	3/8/2016	123178 WALLIN, KRESS, REISMAN &, KRANITZ, LLP	FEBRUARY 2016		CITY ATTORNEY SERVICES	15,082.90
					Total :	**15,082.90**
137665	3/8/2016	123154 WEST COAST ARBORISTS, INC.	113067		TREE MAINTENANCE SERVICES FY 15	2,000.00
					Total :	**2,000.00**
137666	3/8/2016	123050 WILLIAMS SCOTSMAN, INC.	98803510		MODULAR BUILDING RENTAL CPX-804	2,187.78
					Total :	**2,187.78**
137667	3/8/2016	108568 WILSON, TRAVIS	02/16-02/29/16		SPORTS OFFICIAL	200.00
					Total :	**200.00**
137668	3/8/2016	125001 YAMADA COMPANY, INC.	71496		BLDG MAINT SUPPLIES	21.28
			71498		PARK MAINT SUPPLIES	51.32
			71537		PARK MAINT SUPPLIES	361.26
			71538		PARK MAINT SUPPLIES	197.30
			71545		PARK MAINT SUPPLIES	2.93
			71581		PARK MAINT SUPPLIES	27.42
					Total :	**661.51**
137669	3/8/2016	103601 YINCOM	5160		APCUPS750, POWER SUPPLY	722.94
			5163	023-01028	DESKTOP COMPUTER, MONITOR & HI	1,612.30
			5173	023-01030	24" ASUS MONITOR	253.61
					Total :	**2,588.85**
137670	3/8/2016	104315 ZAP MANUFACTURING, INC.	44732		SIGNS/SIGNALS SUPPLIES	903.92

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
137670	3/8/2016	104315	104315 ZAP MANUFACTURING, INC.	(Continued)		Total :	903.92
171	Vouchers for bank code :	usb				Bank total :	1,211,446.84
171	Vouchers in this report					Total vouchers :	1,211,446.84

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 20 inclusive of the check register are accurate and funds are available for payment thereof.

By: _____
City Manager

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:

_____

_____ _____
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

CITY OF GARDENA
Portfolio Management
Portfolio Summary
January 31, 2016

City of Gardena
1700 W. 162nd St.
Gardena, CA 90247
(310)217-9693

Consent Calendar
Agenda No. 5.C.(2)(a)
March 8, 2016

I certify that this report accurately reflects all pooled investments and is in conformity with the investment policy statement adopted by the Gardena City Council on May 26, 2015. The Investment Program, herein, provides sufficient cash flow liquidity to meet the next six months estimated expenditures in accordance with Gov. Code, 53646(b)(1). The pricing of securities are done by US Bank and Interactive Data Services. Moody's Investor Service rates the Manage Pool Accounts AAA.

Treasury Rates as of January 31, 2016
3 Month 0.3100%
6 Month 0.4230%
1 Year 0.4390%

Total Earnings	January 2016 Month Ending	Fiscal Year to Date
Current Year	37,003.13	205,984.97

Security Type	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
Certificate Of Deposit	1,249,000.00	1,249,000.00	1,249,000.00	2.83	0.92	250
Corporate Bond	1,000,000.00	998,890.00	1,000,000.00	2.26	0.87	820
FFCB Bond	2,000,000.00	2,000,480.00	2,000,000.00	4.52	1.57	1,370
FHLB Bond	1,000,000.00	1,004,860.00	1,000,000.00	2.26	1.35	1,123
FHLMC Bond	1,000,000.00	1,001,420.00	1,000,000.00	2.26	0.70	330
FNMA Bond	2,500,000.00	2,509,155.00	2,500,000.00	5.66	1.56	1,301
Local Government Investment Pool	17,330,059.68	17,330,059.68	17,330,059.68	39.21	0.45	1
Money Market	10,919,525.48	10,919,525.48	10,919,525.48	24.70	0.80	1
Negotiable Certificate Of Deposit	7,203,000.00	7,218,793.41	7,203,000.00	16.30	1.35	793
Total / Average	**44,201,585.16**	**44,232,183.57**	**44,201,585.16**	**100.00**	**0.85**	**324**

Ingrid Tsukiyama 03-02-16
J. Ingrid Tsukiyama, City Treasurer Date

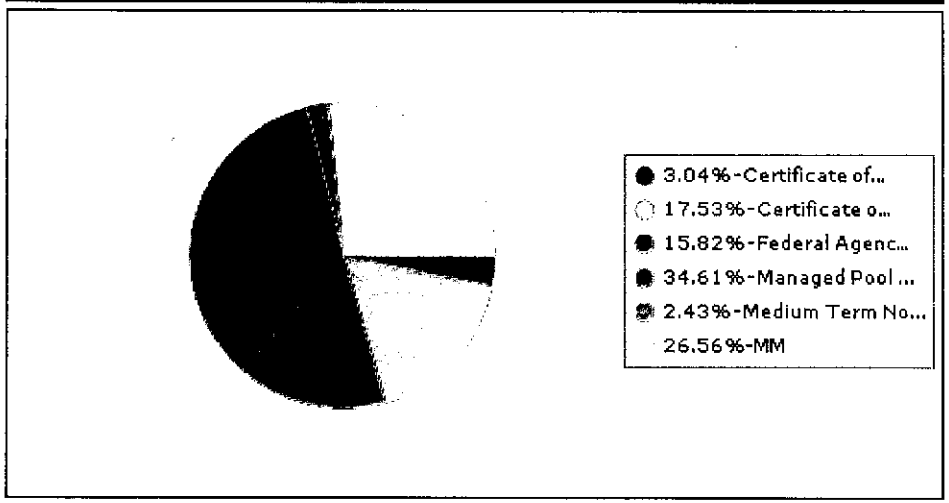
City of Gardena
Distribution by Asset Category - Book Value
All Portfolios

Begin Date: 12/31/2015, End Date: 1/31/2016

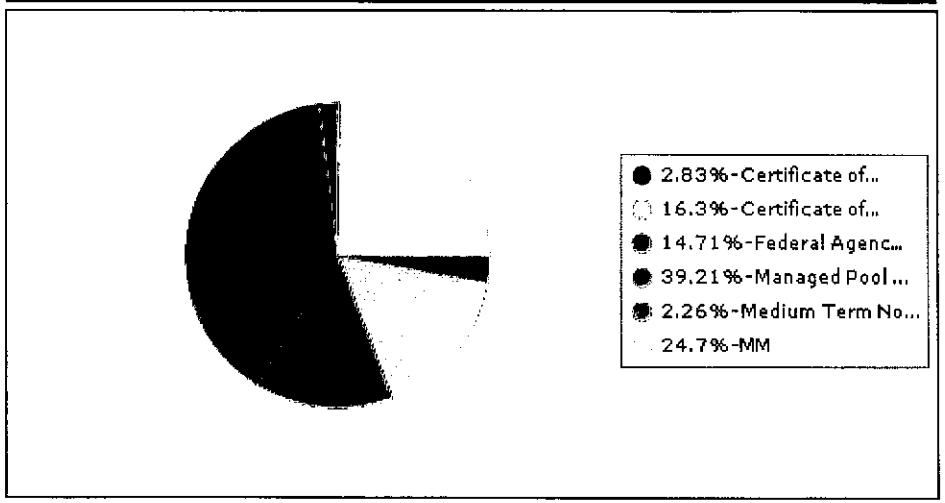
Asset Category Allocation

Asset Category	Book Value 12/31/2015	% of Portfolio 12/31/2015	Book Value 1/31/2016	% of Portfolio 1/31/2016
Certificate of Deposit - Bank	1,249,000.00	3.04	1,249,000.00	2.83
Certificate of Deposit - Negotiable	7,203,000.00	17.53	7,203,000.00	16.30
Federal Agency Coupon Securities	6,500,000.00	15.82	6,500,000.00	14.71
Managed Pool Accounts	14,217,505.90	34.61	17,330,059.68	39.21
Medium Term Notes	1,000,000.00	2.43	1,000,000.00	2.26
Money Market	10,912,350.79	26.56	10,919,525.48	24.70
Total / Average	**41,081,856.69**	**100.00**	**44,201,585.16**	**100.00**

Portfolio Holdings as of 12/31/2015



Portfolio Holdings as of 1/31/2016



City of Gardena
Portfolio Holdings
Portfolio Details - Investments
January 31, 2016

Description	CUSIP/ Ticker	Transaction ID	Settlement Date	Face Amount/ Shares	Market Value	Book Value	YTM @ Cost	Days To Maturity	Maturity Date
Certificate of Deposit - Bank									
ICB 0.4 5/22/2017	CD6553B		5/23/2015	249,000.00	249,000.00	249,000.00	0.4	477	5/22/2017
Preferred Bank 1.05 8/11/2016	CD4713		8/11/2015	1,000,000.00	1,000,000.00	1,000,000.00	1.05	193	8/11/2016
Sub Total / Average				**1,249,000.00**	**1,249,000.00**	**1,249,000.00**	**0.92**	**250**	
Certificate of Deposit - Negotiable									
Ally Bank, UT 0.65 4/11/2016	02005QV34	10328	4/10/2013	250,000.00	250,102.50	250,000.00	0.65	71	4/11/2016
AMEX CENT BK 2 5/7/2020	02587DXU7		5/14/2015	250,000.00	249,447.50	250,000.00	2	1558	5/7/2020
Bank NC Thom 1 6/19/2017	06414QTS8		12/19/2014	248,000.00	247,851.20	248,000.00	1	505	6/19/2017
Barclays Bk Delaware 2.1 8/13/2019	06740KHS9		8/13/2014	248,000.00	249,502.88	248,000.00	2.1	1290	8/13/2019
BMW 2.2 9/30/2020	05580ACZ5		9/30/2015	248,000.00	249,812.88	248,000.00	2.2	1704	9/30/2020
Capital One Bank 1 10/24/2016	140420QG8		10/22/2014	248,000.00	248,275.28	248,000.00	1	267	10/24/2016
Captial One NA 2.25 9/30/2020	14042RAK7		9/30/2015	248,000.00	249,810.40	248,000.00	2.25	1704	9/30/2020
Cardinal Bk Ntl 0.65 9/26/2016	14147VDX1		3/26/2014	248,000.00	247,878.48	248,000.00	0.65	239	9/26/2016
Cathay Bk 0.75 12/14/2016	149159JW6		3/14/2014	248,000.00	248,520.80	248,000.00	0.75	318	12/14/2016
CIT Bank, UT 0.9 5/1/2017	17284CCY8	10333	5/1/2013	250,000.00	250,685.00	250,000.00	0.9	456	5/1/2017
Comenity Capital, UT 1.1 10/17/2016	20033ACV6	10343	10/15/2013	250,000.00	250,827.50	250,000.00	1.1	260	10/17/2016
Compass Bank, AL 2 10/9/2018	20451PFD3	10344	10/9/2013	248,000.00	250,861.92	248,000.00	2	982	10/9/2018
Customers Bank 0.8 3/20/2017	23204HAW8		3/19/2014	248,000.00	248,555.52	248,000.00	0.8	414	3/20/2017
Discover 2 5/13/2020	254672NN4		5/14/2015	250,000.00	249,412.50	250,000.00	2	1564	5/13/2020
Enerbank 1.7 12/18/2018	29266NG43		12/18/2014	248,000.00	248,307.52	248,000.00	1.7	1052	12/18/2018
First Bus Bk 1.55 3/6/2020	31938QL36		5/8/2015	248,000.00	247,704.88	248,000.00	1.55	1496	3/6/2020
GE Capital Bank 0.9 2/29/2016	36160YY74	10338	8/30/2013	250,000.00	250,067.50	250,000.00	0.9	29	2/29/2016
GE Capital Retail, UT 0.9 2/29/2016	36830KBN4	10339	8/30/2013	250,000.00	250,067.50	250,000.00	0.9	29	2/29/2016
Goldman Sachs 2.3 11/25/2020	38148J3E9		11/25/2015	245,000.00	245,943.25	245,000.00	2.3	1760	11/25/2020
Investors Bk 0.65 2/25/2016	46176PDE2		8/25/2014	248,000.00	248,022.32	248,000.00	0.65	25	2/25/2016
Key Bank 1.35 10/15/2018	49306SVH6		10/14/2015	248,000.00	248,830.80	248,000.00	1.35	988	10/15/2018

City of Gardena
Portfolio Holdings
Portfolio Details - Investments
January 31, 2016

Description	CUSIP/ Ticker	Transaction ID	Settlement Date	Face Amount/ Shares	Market Value	Book Value	YTM @ Cost	Days To Maturity	Maturity Date
Leumi NY Bk 2 12/17/2019	063248EY0		12/17/2014	248,000.00	249,614.48	248,000.00	2	1416	12/17/2019
Meridian 0.9 9/29/2017	58958PCL6		3/31/2015	248,000.00	248,052.08	248,000.00	0.9	607	9/29/2017
Merrick 0.7 6/30/2016	59013JCU1		12/30/2014	248,000.00	248,099.20	248,000.00	0.7	151	6/30/2016
Morton Cmnty BK 1.05 4/10/2018	619165GA5		4/10/2015	248,000.00	246,249.12	248,000.00	1.05	800	4/10/2018
Riverwood Bank, MN 1.25 10/10/2017	76951DAD2	10345	10/8/2013	248,000.00	249,822.80	248,000.00	1.25	618	10/10/2017
Sallie Mae Bk 2.1 8/13/2019	795450SJ5		8/13/2014	248,000.00	249,587.20	248,000.00	2.1	1290	8/13/2019
Wash Tr Co West 0.8 3/20/2017	940637FU0		3/19/2014	248,000.00	248,555.52	248,000.00	0.8	414	3/20/2017
WELL FARGO 1.55 11/19/2018	9497482T3		11/18/2015	248,000.00	248,324.88	248,000.00	1.55	1023	11/19/2018
Sub Total / Average				**7,203,000.00**	**7,218,793.41**	**7,203,000.00**	**1.348**	**793**	
Federal Agency Coupon Securities									
FFCB 1.42 4/29/2019-16	3133EED56		4/29/2015	1,000,000.00	1,000,090.00	1,000,000.00	1.42	1184	4/29/2019
FFCB 1.72 5/4/2020-16	3133EEG46		5/4/2015	1,000,000.00	1,000,390.00	1,000,000.00	1.72	1555	5/4/2020
FHLB 1 7/7/2017-15	3130A2E51		7/7/2014	500,000.00	502,040.00	500,000.00	1	523	7/7/2017
FHLB 1.7 10/19/2020-17	3130A6LQ8		10/19/2015	500,000.00	502,820.00	500,000.00	1.7	1723	10/19/2020
FHLMC 0.6 9/26/2016-14	3134G4Z35		3/26/2014	500,000.00	501,115.00	500,000.00	0.6	239	9/26/2016
FHLMC 0.8 3/28/2017-16	3134G4XN3		3/28/2014	500,000.00	500,305.00	500,000.00	0.8	422	3/28/2017
FNMA 1.01 10/26/2018-16	3136G2PJ0		10/26/2015	500,000.00	500,115.00	500,000.00	1.01	999	10/26/2018
FNMA 1.6 11/15/2018-16	3136G23H8		8/15/2014	500,000.00	502,240.00	500,000.00	1.6	1019	11/15/2018
FNMA 1.6 5/19/2020-17	3136G2HF7		5/19/2015	1,000,000.00	1,002,080.00	1,000,000.00	1.6	1570	5/19/2020
FNMA 2 10/7/2019-16	3136G26Z5		10/10/2014	500,000.00	504,720.00	500,000.00	2	1345	10/7/2019
Sub Total / Average				**6,500,000.00**	**6,515,915.00**	**6,500,000.00**	**1.399**	**1145**	
Managed Pool Accounts									
Local Agency Investment Fund LGIP	LGIP9326		6/30/2013	17,330,059.68	17,330,059.68	17,330,059.68	0.446	1	N/A
Sub Total / Average				**17,330,059.68**	**17,330,059.68**	**17,330,059.68**	**0.446**	**1**	

City of Gardena
Portfolio Holdings
Portfolio Details - Investments
January 31, 2016

Description	CUSIP/ Ticker	Transaction ID	Settlement Date	Face Amount/ Shares	Market Value	Book Value	YTM @ Cost	Days To Maturity	Maturity Date
Medium Term Notes									
Toyota Motor Credit Var. Corp 4/30/2018	89236TAJ4	10332	4/30/2013	1,000,000.00	998,890.00	1,000,000.00	0.866	820	4/30/2018
Sub Total / Average				**1,000,000.00**	**998,890.00**	**1,000,000.00**	**0.866**	**820**	
Money Market									
CalTrust Med Term MM	MM2020		6/26/2015	8,035,838.36	8,035,838.36	8,035,838.36	0.94	1	N/A
CalTrust Short Term MM	MM2010		6/26/2015	2,005,377.94	2,005,377.94	2,005,377.94	0.6	1	N/A
JPMorgan Asset Mgmt MM	MM0104		6/30/2013	878,309.18	878,309.18	878,309.18	0	1	N/A
Sub Total / Average				**10,919,525.48**	**10,919,525.48**	**10,919,525.48**	**0.802**	**1**	
Total / Average				**44,201,585.16**	**44,232,183.57**	**44,201,585.16**	**0.844**	**324**	

City of Gardena
Monthly Activity - by Portfolio
January 31, 2016

Description	CUSIP/ Ticker	Settlement Date	Maturity Date	Beginning Cost Value	Buy Principal	Buy Accrued Interest	Sell Principal	Sell Accrued Interest	Interest/ Dividends	Ending Cost Value	Purchased Interest Outstanding
City of Gardena - Fixed Income											
ICB 0.4 5/22/2017	CD6553B	5/23/2015	5/22/2017	249,000.00	0	0	0	0	83	249,000.00	0
Preferred Bank 1.05 8/11/2016	CD4713	8/11/2015	8/11/2016	1,000,000.00	0	0	0	0	891.78	1,000,000.00	0
Sub Total/Average City of Gardena - Fixed Income				**1,249,000.00**	**0**	**0**	**0**	**0**	**974.78**	**1,249,000.00**	**0**
City of Gardena - Liquid Assets											
CalTrust Med Term MM	MM2020	6/26/2015	N/A	8,029,600.60	6,237.76	0	0	0	6,237.76	8,035,838.36	0
CalTrust Short Term MM	MM2010	6/26/2015	N/A	2,004,441.01	936.93	0	0	0	936.93	2,005,377.94	0
JPMorgan Asset Mgmt MM	MM0104	6/30/2013	N/A	878,309.18	0	0	0	0	0	878,309.18	0
Local Agency Investment Fund LGIP	LGIP9326	6/30/2013	N/A	14,217,505.90	4,012,553.78	0	900,000.00	0	12,553.78	17,330,059.68	0
Sub Total/Average City of Gardena - Liquid Assets				**25,129,856.69**	**4,019,728.47**	**0**	**900,000.00**	**0**	**19,728.47**	**28,249,585.16**	**0**
City of Gardena - US Bank											
Ally Bank, UT 0.65 4/11/2016	02005QV34	4/10/2013	4/11/2016	250,000.00	0	0	0	0	0	250,000.00	0
AMEX CENT BK 2 5/7/2020	02587DXU7	5/14/2015	5/7/2020	250,000.00	0	0	0	0	0	250,000.00	0
Bank NC Thom 1 6/19/2017	06414QTS8	12/19/2014	6/19/2017	248,000.00	0	0	0	0	210.63	248,000.00	0
Barclays Bk Delaware 2.1 8/13/2019	06740KHS9	8/13/2014	8/13/2019	248,000.00	0	0	0	0	0	248,000.00	0
BMW 2.2 9/30/2020	05580ACZ5	9/30/2015	9/30/2020	248,000.00	0	0	0	0	0	248,000.00	0
Capital One Bank 1 10/24/2016	140420QG8	10/22/2014	10/24/2016	248,000.00	0	0	0	0	0	248,000.00	0
Captial One NA 2.25 9/30/2020	14042RAK7	9/30/2015	9/30/2020	248,000.00	0	0	0	0	0	248,000.00	0
Cardinal Bk Ntl 0.65 9/26/2016	14147VDX1	3/26/2014	9/26/2016	248,000.00	0	0	0	0	136.91	248,000.00	0
Cathay Bk 0.75 12/14/2016	149159JW6	3/14/2014	12/14/2016	248,000.00	0	0	0	0	157.97	248,000.00	0
CIT Bank, UT 0.9 5/1/2017	17284CCY8	5/1/2013	5/1/2017	250,000.00	0	0	0	0	0	250,000.00	0
Comenity Capital, UT 1.1 10/17/2016	20033ACV6	10/15/2013	10/17/2016	250,000.00	0	0	0	0	233.56	250,000.00	0
Compass Bank, AL 2 10/9/2018	20451PFD3	10/9/2013	10/9/2018	248,000.00	0	0	0	0	0	248,000.00	0
Customers Bank 0.8 3/20/2017	23204HAW	3/19/2014	3/20/2017	248,000.00	0	0	0	0	0	248,000.00	0
Discover 2 5/13/2020	254672NN4	5/14/2015	5/13/2020	250,000.00	0	0	0	0	0	250,000.00	0
Enerbank 1.7 12/18/2018	29266NG43	12/18/2014	12/18/2018	248,000.00	0	0	0	0	358.07	248,000.00	0
FFCB 1.42 4/29/2019-16	3133EED56	4/29/2015	4/29/2019	1,000,000.00	0	0	0	0	0	1,000,000.00	0
FFCB 1.72 5/4/2020-16	3133EEG46	5/4/2015	5/4/2020	1,000,000.00	0	0	0	0	0	1,000,000.00	0
FHLB 1 7/7/2017-15	3130A2E51	7/7/2014	7/7/2017	500,000.00	0	0	0	0	2,500.00	500,000.00	0

City of Gardena
Monthly Activity - by Portfolio
January 31, 2016

Description	CUSIP/ Ticker	Settlement Date	Maturity Date	Beginning Cost Value	Buy Principal	Buy Accrued Interest	Sell Principal	Sell Accrued Interest	Interest/ Dividends	Ending Cost Value	Purchased Interest Outstanding
FHLB 1.7 10/19/2020-17	3130A6LQ8	10/19/2015	10/19/2020	500,000.00	0	0	0	0	0	500,000.00	0
FHLMC 0.6 9/26/2016-14	3134G4Z35	3/26/2014	9/26/2016	500,000.00	0	0	0	0	0	500,000.00	0
FHLMC 0.8 3/28/2017-16	3134G4XN3	3/28/2014	3/28/2017	500,000.00	0	0	0	0	0	500,000.00	0
First Bus Bk 1.55 3/6/2020	31938QL36	5/8/2015	3/6/2020	248,000.00	0	0	0	0	0	248,000.00	0
FNMA 1.01 10/26/2018-16	3136G2PJ0	10/26/2015	10/26/2018	500,000.00	0	0	0	0	0	500,000.00	0
FNMA 1.6 11/15/2018-16	3136G23H8	8/15/2014	11/15/2018	500,000.00	0	0	0	0	0	500,000.00	0
FNMA 1.6 5/19/2020-17	3136G2HF7	5/19/2015	5/19/2020	1,000,000.00	0	0	0	0	0	1,000,000.00	0
FNMA 2 10/7/2019-16	3136G26Z5	10/10/2014	10/7/2019	500,000.00	0	0	0	0	0	500,000.00	0
GE Capital Bank 0.9 2/29/2016	36160YY74	8/30/2013	2/29/2016	250,000.00	0	0	0	0	0	250,000.00	0
GE Capital Retail, UT 0.9 2/29/2016	36830KBN4	8/30/2013	2/29/2016	250,000.00	0	0	0	0	0	250,000.00	0
Goldman Sachs 2.3 11/25/2020	38148J3E9	11/25/2015	11/25/2020	245,000.00	0	0	0	0	0	245,000.00	0
Investors Bk 0.65 2/25/2016	46176PDE2	8/25/2014	2/25/2016	248,000.00	0	0	0	0	0	248,000.00	0
Key Bank 1.35 10/15/2018	49306SVH6	10/14/2015	10/15/2018	248,000.00	0	0	0	0	0	248,000.00	0
Leumi NY Bk 2 12/17/2019	063248EY0	12/17/2014	12/17/2019	248,000.00	0	0	0	0	0	248,000.00	0
Meridian 0.9 9/29/2017	58958PCL6	3/31/2015	9/29/2017	248,000.00	0	0	0	0	189.57	248,000.00	0
Merrick 0.7 6/30/2016	59013JCU1	12/30/2014	6/30/2016	248,000.00	0	0	0	0	147.44	248,000.00	0
Morton Cmnty BK 1.05 4/10/2018	619165GA5	4/10/2015	4/10/2018	248,000.00	0	0	0	0	221.16	248,000.00	0
Riverwood Bank, MN 1.25 10/10/2017	76951DAD2	10/8/2013	10/10/2017	248,000.00	0	0	0	0	0	248,000.00	0
Sallie Mae Bk 2.1 8/13/2019	795450SJ5	8/13/2014	8/13/2019	248,000.00	0	0	0	0	0	248,000.00	0
Toyota Motor Credit Var. Corp 4/30/2018	89236TAJ4	4/30/2013	4/30/2018	1,000,000.00	0	0	0	0	1,429.75	1,000,000.00	0
Wash Tr Co West 0.8 3/20/2017	940637FU0	3/19/2014	3/20/2017	248,000.00	0	0	0	0	0	248,000.00	0
WELL FARGO 1.55 11/19/2018	9497482T3	11/18/2015	11/19/2018	248,000.00	0	0	0	0	326.48	248,000.00	0
Sub Total/Average City of Gardena - US Bank				**14,703,000.00**	**0**	**0**	**0**	**0**	**5,911.54**	**14,703,000.00**	**0**
Total / Average				**41,081,856.69**	**4,019,728.47**	**0**	**900,000.00**	**0**	**26,614.79**	**44,201,585.16**	**0**

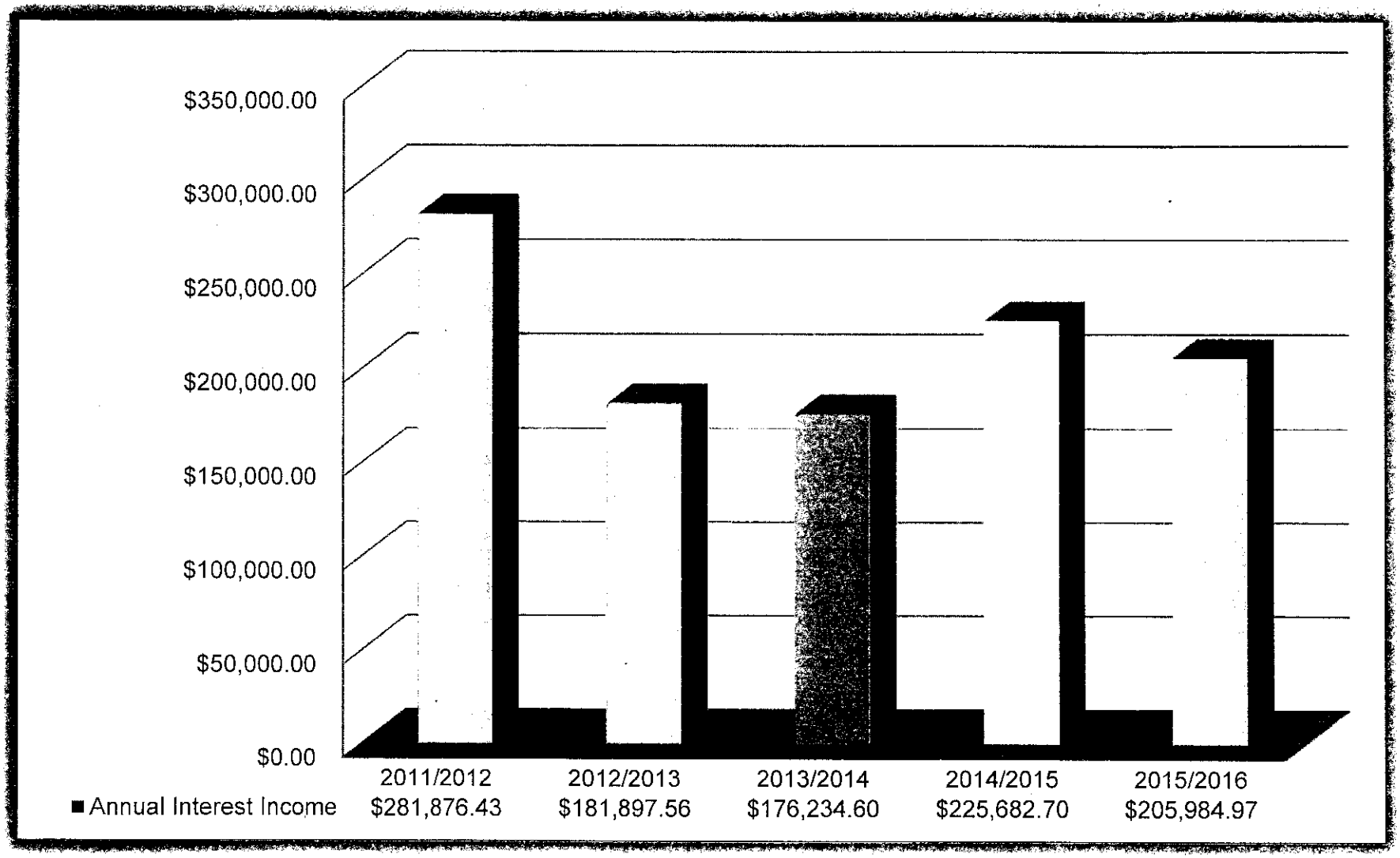
City of Gardena
Portfolio Holdings
Interest Earned During Period - Book Value
January 31, 2016

Description	CUSIP/ Ticker	Sell Accrued Interest	Buy Accrued Interest	Interest/ Dividends	Amortized Discount	Amortized Premium	Difference in Accrued Interest	Interest Earned During Period-BV
City of Gardena - Fixed Income								
ICB 0.4 5/22/2017	CD6553B	0	0	83	0	0	0	83
Preferred Bank 1.05 8/11/2016	CD4713	0	0	891.78	0	0	0	891.78
Sub Total/Average City of Gardena - Fixed Income		**0**	**0**	**974.78**	**0**	**0**	**0**	**974.78**
City of Gardena - Liquid Assets								
CalTrust Med Term MM	MM2020	0	0	6,237.76	0	0	0	6,237.76
CalTrust Short Term MM	MM2010	0	0	936.93	0	0	0	936.93
JPMorgan Asset Mgmt MM	MM0104	0	0	0	0	0	0	0
Local Agency Investment Fund LGIP	LGIP9326	0	0	12,553.78	0	0	0	12,553.78
Sub Total/Average City of Gardena - Liquid Assets		**0**	**0**	**19,728.47**	**0**	**0**	**0**	**19,728.47**
City of Gardena - US Bank								
Ally Bank, UT 0.65 4/11/2016	02005QV34	0	0	0	0	0	138.01	138.01
AMEX CENT BK 2 5/7/2020	02587DXU7	0	0	0	0	0	424.66	424.66
Bank NC Thom 1 6/19/2017	06414QTS8	0	0	210.63	0	0	0	210.63
Barclays Bk Delaware 2.1 8/13/2019	06740KHS9	0	0	0	0	0	442.32	442.32
BMW 2.2 9/30/2020	05580ACZ5	0	0	0	0	0	463.39	463.39
Capital One Bank 1 10/24/2016	140420QG8	0	0	0	0	0	210.63	210.63
Captial One NA 2.25 9/30/2020	14042RAK7	0	0	0	0	0	473.91	473.91
Cardinal Bk Ntl 0.65 9/26/2016	14147VDX1	0	0	136.91	0	0	0	136.91
Cathay Bk 0.75 12/14/2016	149159JW6	0	0	157.97	0	0	0	157.97
CIT Bank, UT 0.9 5/1/2017	17284CCY8	0	0	0	0	0	191.1	191.1
Comenity Capital, UT 1.1 10/17/2016	20033ACV6	0	0	233.56	0	0	0	233.56
Compass Bank, AL 2 10/9/2018	20451PFD3	0	0	0	0	0	421.26	421.26
Customers Bank 0.8 3/20/2017	23204HAW8	0	0	0	0	0	168.5	168.5
Discover 2 5/13/2020	254672NN4	0	0	0	0	0	424.66	424.66
Enerbank 1.7 12/18/2018	29266NG43	0	0	358.07	0	0	0	358.07
FFCB 1.42 4/29/2019-16	3133EED56	0	0	0	0	0	1,183.33	1,183.33
FFCB 1.72 5/4/2020-16	3133EEG46	0	0	0	0	0	1,433.34	1,433.34

City of Gardena
Portfolio Holdings
Interest Earned During Period - Book Value
January 31, 2016

Description	CUSIP/ Ticker	Sell Accrued Interest	Buy Accrued Interest	Interest/ Dividends	Amortized Discount	Amortized Premium	Difference in Accrued Interest	Interest Earned During Period-BV
FHLB 1 7/7/2017-15	3130A2E51	0	0	2,500.00	0	0	-2,083.34	416.66
FHLB 1.7 10/19/2020-17	3130A6LQ8	0	0	0	0	0	708.33	708.33
FHLMC 0.6 9/26/2016-14	3134G4Z35	0	0	0	0	0	250	250
FHLMC 0.8 3/28/2017-16	3134G4XN3	0	0	0	0	0	333.34	333.34
First Bus Bk 1.55 3/6/2020	31938QL36	0	0	0	0	0	326.48	326.48
FNMA 1.01 10/26/2018-16	3136G2PJ0	0	0	0	0	0	420.83	420.83
FNMA 1.6 11/15/2018-16	3136G23H8	0	0	0	0	0	666.67	666.67
FNMA 1.6 5/19/2020-17	3136G2HF7	0	0	0	0	0	1,333.33	1,333.33
FNMA 2 10/7/2019-16	3136G26Z5	0	0	0	0	0	833.34	833.34
GE Capital Bank 0.9 2/29/2016	36160YY74	0	0	0	0	0	191.1	191.1
GE Capital Retail, UT 0.9 2/29/2016	36830KBN4	0	0	0	0	0	191.1	191.1
Goldman Sachs 2.3 11/25/2020	38148J3E9	0	0	0	0	0	478.59	478.59
Investors Bk 0.65 2/25/2016	46176PDE2	0	0	0	0	0	136.91	136.91
Key Bank 1.35 10/15/2018	49306SVH6	0	0	0	0	0	284.35	284.35
Leumi NY Bk 2 12/17/2019	063248EY0	0	0	0	0	0	421.26	421.26
Meridian 0.9 9/29/2017	58958PCL6	0	0	189.57	0	0	0	189.57
Merrick 0.7 6/30/2016	59013JCU1	0	0	147.44	0	0	0	147.44
Morton Cmnty BK 1.05 4/10/2018	619165GA5	0	0	221.16	0	0	0	221.16
Riverwood Bank, MN 1.25 10/10/2017	76951DAD2	0	0	0	0	0	263.29	263.29
Sallie Mae Bk 2.1 8/13/2019	795450SJ5	0	0	0	0	0	442.32	442.32
Toyota Motor Credit Var. Corp 4/30/2018	89236TAJ4	0	0	1,429.75	0	0	-953.17	476.58
Wash Tr Co West 0.8 3/20/2017	940637FU0	0	0	0	0	0	168.5	168.5
WELL FARGO 1.55 11/19/2018	9497482T3	0	0	326.48	0	0	0	326.48
Sub Total/Average City of Gardena - US Bank		**0**	**0**	**5,911.54**	**0**	**0**	**10,388.34**	**16,299.88**
Total / Average		**0**	**0**	**26,614.79**	**0**	**0**	**10,388.34**	**37,003.13**

Interest Earnings
Fiscal Years 2011/2012 through 2015/2016



Monthly Portfolio Balances
Fiscal Years 2010/2011 through 2015/2016

Average Annual Portfolio	*Fiscal Year*	*Annual Interest Income*
$ 34,939,099.72	**2011/2012**	$281,876.43
$ 35,200,625.70	**2012/2013**	$181,897.56
$ 41,984,315.33	**2013/2014**	$176,234.60
$ 47,248,923.96	**2014/2015**	$225,682.70
$ 42,116,183.97	**2015/2016**	$205,984.97

Portfolio	**2011/2012**	**2012/2013**	**2013/2014**	**2014/2015**	**2015/2016**
July	36,512,779.56	32,370,862.84	41,296,919.90	39,934,618.16	44,344,002.47
August	34,764,275.56	32,470,862.84	43,981,082.33	47,326,618.16	43,850,390.47
September	32,530,171.56	32,070,862.84	41,881,084.18	47,226,618.16	41,752,801.86
October	34,143,924.26	30,288,799.70	39,343,647.38	45,293,716.40	39,773,348.62
November	32,351,680.26	27,738,799.70	37,593,647.38	44,693,716.40	38,774,975.22
December	30,851,693.73	29,038,799.70	36,293,647.38	45,685,716.40	44,201,585.16
January	35,050,770.01	34,304,357.71	41,509,709.38	48,705,206.89	
February	36,281,004.01	34,494,357.71	41,909,709.38	49,705,206.89	
March	35,678,679.01	41,949,357.71	42,751,709.38	47,953,229.92	
April	34,300,739.54	41,472,125.52	45,217,475.76	48,772,146.70	
May	41,251,739.54	43,105,142.12	47,416,575.76	53,270,146.70	
June	35,551,739.54	43,103,180.00	44,616,575.76	48,420,146.70	
Average	34,939,099.72	35,200,625.70	41,984,315.33	47,248,923.96	42,116,183.97

Treasury Rates as of January 31, 2016		**LAIF Rate**	**Our Rate of Return**
3 Month	0.310%	4th QTR 2015	January 2016
6 Month	0.423%	0.37%	0.850%
1 Year	0.439%		

City of Gardena
Portfolio Holdings
GASB 31 Compliance Detail
January 31, 2016

Description	CUSIP/ Ticker	Settlement Date	Maturity Date	Beginning Face Amount/ Shares	Beginning MV	Buy Principal	Sell Principal	Change in MV	Ending MV	Ending Face Amount/Shares
Certificate Of Deposit										
ICB 0.4 5/22/2017	CD6553B	5/23/2015	5/22/2017	249,000.00	249,000.00	0	0	0	249,000.00	249,000.00
Preferred Bank 1.05 8/11/2016	CD4713	8/11/2015	8/11/2016	1,000,000.00	1,000,000.00	0	0	0	1,000,000.00	1,000,000.00
Sub Total/Average Certificate Of Deposit				**1,249,000.00**	**1,249,000.00**	**0**	**0**	**0**	**1,249,000.00**	**1,249,000.00**
Corporate Bond										
Toyota Motor Credit Var. Corp 4/30/2018	89236TAJ4	4/30/2013	4/30/2018	1,000,000.00	998,590.00	0	0	300	998,890.00	1,000,000.00
Sub Total/Average Corporate Bond				**1,000,000.00**	**998,590.00**	**0**	**0**	**300**	**998,890.00**	**1,000,000.00**
FFCB Bond										
FFCB 1.42 4/29/2019-16	3133EED56	4/29/2015	4/29/2019	1,000,000.00	1,000,420.00	0	0	-330	1,000,090.00	1,000,000.00
FFCB 1.72 5/4/2020-16	3133EEG46	5/4/2015	5/4/2020	1,000,000.00	987,230.00	0	0	13,160.00	1,000,390.00	1,000,000.00
Sub Total/Average FFCB Bond				**2,000,000.00**	**1,987,650.00**	**0**	**0**	**12,830.00**	**2,000,480.00**	**2,000,000.00**
FHLB Bond										
FHLB 1 7/7/2017-15	3130A2E51	7/7/2014	7/7/2017	500,000.00	499,960.00	0	0	2,080.00	502,040.00	500,000.00
FHLB 1.7 10/19/2020-17	3130A6LQ8	10/19/2015	10/19/2020	500,000.00	493,880.00	0	0	8,940.00	502,820.00	500,000.00
Sub Total/Average FHLB Bond				**1,000,000.00**	**993,840.00**	**0**	**0**	**11,020.00**	**1,004,860.00**	**1,000,000.00**
FHLMC Bond										
FHLMC 0.6 9/26/2016-14	3134G4Z35	3/26/2014	9/26/2016	500,000.00	500,190.00	0	0	925	501,115.00	500,000.00
FHLMC 0.8 3/28/2017-16	3134G4XN3	3/28/2014	3/28/2017	500,000.00	500,110.00	0	0	195	500,305.00	500,000.00
Sub Total/Average FHLMC Bond				**1,000,000.00**	**1,000,300.00**	**0**	**0**	**1,120.00**	**1,001,420.00**	**1,000,000.00**
FNMA Bond										
FNMA 1.01 10/26/2018-16	3136G2PJ0	10/26/2015	10/26/2018	500,000.00	494,950.00	0	0	5,165.00	500,115.00	500,000.00
FNMA 1.6 11/15/2018-16	3136G23H8	8/15/2014	11/15/2018	500,000.00	501,330.00	0	0	910	502,240.00	500,000.00
FNMA 1.6 5/19/2020-17	3136G2HF7	5/19/2015	5/19/2020	1,000,000.00	987,350.00	0	0	14,730.00	1,002,080.00	1,000,000.00
FNMA 2 10/7/2019-16	3136G26Z5	10/10/2014	10/7/2019	500,000.00	503,455.00	0	0	1,265.00	504,720.00	500,000.00
Sub Total/Average FNMA Bond				**2,500,000.00**	**2,487,085.00**	**0**	**0**	**22,070.00**	**2,509,155.00**	**2,500,000.00**
Local Government Investment Pool										
Local Agency Investment Fund LGIP	LGIP9326	6/30/2013	N/A	14,217,505.90	14,217,505.90	4,012,553.78	900,000.00	0	17,330,059.68	17,330,059.68
Sub Total/Average Local Government Investment Pool				**14,217,505.90**	**14,217,505.90**	**4,012,553.78**	**900,000.00**	**0**	**17,330,059.68**	**17,330,059.68**

City of Gardena
Portfolio Holdings
GASB 31 Compliance Detail
January 31, 2016

Description	CUSIP/ Ticker	Settlement Date	Maturity Date	Beginning Face Amount/ Shares	Beginning MV	Buy Principal	Sell Principal	Change in MV	Ending MV	Ending Face Amount/Shares
Money Market										
CalTrust Med Term MM	MM2020	6/26/2015	N/A	8,029,600.60	8,029,600.60	6,237.76	0	0	8,035,838.36	8,035,838.36
CalTrust Short Term MM	MM2010	6/26/2015	N/A	2,004,441.01	2,004,441.01	936.93	0	0	2,005,377.94	2,005,377.94
JPMorgan Asset Mgmt MM	MM0104	6/30/2013	N/A	878,309.18	878,309.18	0	0	0	878,309.18	878,309.18
Sub Total/Average Money Market				**10,912,350.79**	**10,912,350.79**	**7,174.69**	**0**	**0**	**10,919,525.48**	**10,919,525.48**
Negotiable Certificate Of Deposit										
Ally Bank, UT 0.65 4/11/2016	02005QV34	4/10/2013	4/11/2016	250,000.00	250,117.50	0	0	-15	250,102.50	250,000.00
AMEX CENT BK 2 5/7/2020	02587DXU7	5/14/2015	5/7/2020	250,000.00	246,717.50	0	0	2,730.00	249,447.50	250,000.00
Bank NC Thom 1 6/19/2017	06414QTS8	12/19/2014	6/19/2017	248,000.00	247,357.68	0	0	493.52	247,851.20	248,000.00
Barclays Bk Delaware 2.1 8/13/2019	06740KHS9	8/13/2014	8/13/2019	248,000.00	247,186.56	0	0	2,316.32	249,502.88	248,000.00
BMW 2.2 9/30/2020	05580ACZ5	9/30/2015	9/30/2020	248,000.00	246,891.44	0	0	2,921.44	249,812.88	248,000.00
Capital One Bank 1 10/24/2016	140420QG8	10/22/2014	10/24/2016	248,000.00	248,168.64	0	0	106.64	248,275.28	248,000.00
Captial One NA 2.25 9/30/2020	14042RAK7	9/30/2015	9/30/2020	248,000.00	246,891.44	0	0	2,918.96	249,810.40	248,000.00
Cardinal Bk Ntl 0.65 9/26/2016	14147VDX1	3/26/2014	9/26/2016	248,000.00	248,314.96	0	0	-436.48	247,878.48	248,000.00
Cathay Bk 0.75 12/14/2016	149159JW6	3/14/2014	12/14/2016	248,000.00	248,406.72	0	0	114.08	248,520.80	248,000.00
CIT Bank, UT 0.9 5/1/2017	17284CCY8	5/1/2013	5/1/2017	250,000.00	250,325.00	0	0	360	250,685.00	250,000.00
Comenity Capital, UT 1.1 10/17/2016	20033ACV6	10/15/2013	10/17/2016	250,000.00	250,782.50	0	0	45	250,827.50	250,000.00
Compass Bank, AL 2 10/9/2018	20451PFD3	10/9/2013	10/9/2018	248,000.00	249,262.32	0	0	1,599.60	250,861.92	248,000.00
Customers Bank 0.8 3/20/2017	23204HAW8	3/19/2014	3/20/2017	248,000.00	248,262.88	0	0	292.64	248,555.52	248,000.00
Discover 2 5/13/2020	254672NN4	5/14/2015	5/13/2020	250,000.00	246,672.50	0	0	2,740.00	249,412.50	250,000.00
Enerbank 1.7 12/18/2018	29266NG43	12/18/2014	12/18/2018	248,000.00	246,395.44	0	0	1,912.08	248,307.52	248,000.00
First Bus Bk 1.55 3/6/2020	31938QL36	5/8/2015	3/6/2020	248,000.00	245,071.12	0	0	2,633.76	247,704.88	248,000.00
GE Capital Bank 0.9 2/29/2016	36160YY74	8/30/2013	2/29/2016	250,000.00	250,137.50	0	0	-70	250,067.50	250,000.00
GE Capital Retail, UT 0.9 2/29/2016	36830KBN4	8/30/2013	2/29/2016	250,000.00	250,137.50	0	0	-70	250,067.50	250,000.00
Goldman Sachs 2.3 11/25/2020	38148J3E9	11/25/2015	11/25/2020	245,000.00	242,973.85	0	0	2,969.40	245,943.25	245,000.00
Investors Bk 0.65 2/25/2016	46176PDE2	8/25/2014	2/25/2016	248,000.00	248,044.64	0	0	-22.32	248,022.32	248,000.00
Key Bank 1.35 10/15/2018	49306SVH6	10/14/2015	10/15/2018	248,000.00	247,154.32	0	0	1,676.48	248,830.80	248,000.00
Leumi NY Bk 2 12/17/2019	063248EY0	12/17/2014	12/17/2019	248,000.00	247,079.92	0	0	2,534.56	249,614.48	248,000.00
Meridian 0.9 9/29/2017	58958PCL6	3/31/2015	9/29/2017	248,000.00	247,285.76	0	0	766.32	248,052.08	248,000.00
Merrick 0.7 6/30/2016	59013JCU1	12/30/2014	6/30/2016	248,000.00	248,059.52	0	0	39.68	248,099.20	248,000.00
Morton Cmnty BK 1.05 4/10/2018	619165GA5	4/10/2015	4/10/2018	248,000.00	244,922.32	0	0	1,326.80	246,249.12	248,000.00
Riverwood Bank, MN 1.25 10/10/2017	76951DAD2	10/8/2013	10/10/2017	248,000.00	249,093.68	0	0	729.12	249,822.80	248,000.00

City of Gardena
Portfolio Holdings
GASB 31 Compliance Detail
January 31, 2016

Description	CUSIP/ Ticker	Settlement Date	Maturity Date	Beginning Face Amount/ Shares	Beginning MV	Buy Principal	Sell Principal	Change in MV	Ending MV	Ending Face Amount/Shares
Sallie Mae Bk 2.1 8/13/2019	795450SJ5	8/13/2014	8/13/2019	248,000.00	247,270.88	0	0	2,316.32	249,587.20	248,000.00
Wash Tr Co West 0.8 3/20/2017	940637FU0	3/19/2014	3/20/2017	248,000.00	248,262.88	0	0	292.64	248,555.52	248,000.00
WELL FARGO 1.55 11/19/2018	9497482T3	11/18/2015	11/19/2018	248,000.00	246,516.96	0	0	1,807.92	248,324.88	248,000.00
Sub Total/Average Negotiable Certificate Of Deposit				**7,203,000.00**	**7,183,763.93**	**0**	**0**	**35,029.48**	**7,218,793.41**	**7,203,000.00**
Total / Average				**41,081,856.69**	**41,030,085.62**	**4,019,728.47**	**900,000.00**	**82,369.48**	**44,232,183.57**	**44,201,585.16**

City of Gardena
Portfolio Holdings
GASB 40 Compliance Report
January 31, 2016

Description	CUSIP/ Ticker	Face Amount/ Shares	Book Value	Market Value	Moodys	S&P	% of Portfolio	Days To Maturity	Days To Call/Mat.	Maturity Date	Next Call Date	Duration To Mat.
Certificate Of Deposit												
ICB 0.4 5/22/2017	CD6553B	249,000.00	249,000.00	249,000.00	NR	NR	0.56	477	477	5/22/2017		1.31
Preferred Bank 1.05 8/11/2016	CD4713	1,000,000.00	1,000,000.00	1,000,000.00	NR	NR	2.26	193	193	8/11/2016		0.53
Sub Total / Average		**1,249,000.00**	**1,249,000.00**	**1,249,000.00**			**2.83**	**250**	**250**			**0.68**
Corporate Bond												
Toyota Motor Credit Var. Corp 4/30/2018	89236TAJ4	1,000,000.00	1,000,000.00	998,890.00	Aa3	AA-	2.26	820	820	4/30/2018		0
Sub Total / Average		**1,000,000.00**	**1,000,000.00**	**998,890.00**			**2.26**	**820**	**820**			**0**
FFCB Bond												
FFCB 1.42 4/29/2019-16	3133EED56	1,000,000.00	1,000,000.00	1,000,090.00	Aaa	AA+	2.26	1184	89	4/29/2019	4/29/2016	3.17
FFCB 1.72 5/4/2020-16	3133EEG46	1,000,000.00	1,000,000.00	1,000,390.00	Aaa	AA+	2.26	1555	104	5/4/2020	5/14/2016	4.11
Sub Total / Average		**2,000,000.00**	**2,000,000.00**	**2,000,480.00**			**4.52**	**1370**	**96**			**3.64**
FHLB Bond												
FHLB 1 7/7/2017-15	3130A2E51	500,000.00	500,000.00	502,040.00	Aaa	AA+	1.13	523	523	7/7/2017		1.43
FHLB 1.7 10/19/2020-17	3130A6LQ8	500,000.00	500,000.00	502,820.00	Aaa	AA+	1.13	1723	627	10/19/2020	10/19/2017	4.53
Sub Total / Average		**1,000,000.00**	**1,000,000.00**	**1,004,860.00**			**2.26**	**1123**	**575**			**2.98**
FHLMC Bond												
FHLMC 0.6 9/26/2016-14	3134G4Z35	500,000.00	500,000.00	501,115.00	Aaa	AA+	1.13	239	239	9/26/2016		0.65
FHLMC 0.8 3/28/2017-16	3134G4XN3	500,000.00	500,000.00	500,305.00	Aaa	AA+	1.13	422	57	3/28/2017	3/28/2016	1.15
Sub Total / Average		**1,000,000.00**	**1,000,000.00**	**1,001,420.00**			**2.26**	**330**	**148**			**0.9**
FNMA Bond												
FNMA 1.01 10/26/2018-16	3136G2PJ0	500,000.00	500,000.00	500,115.00	Aaa	AA+	1.13	999	269	10/26/2018	10/26/2016	2.7
FNMA 1.6 11/15/2018-16	3136G23H8	500,000.00	500,000.00	502,240.00	Aaa	AA+	1.13	1019	197	11/15/2018	8/15/2016	2.73
FNMA 1.6 5/19/2020-17	3136G2HF7	1,000,000.00	1,000,000.00	1,002,080.00	Aaa	AA+	2.26	1570	474	5/19/2020	5/19/2017	4.16
FNMA 2 10/7/2019-16	3136G26Z5	500,000.00	500,000.00	504,720.00	Aaa	AA+	1.13	1345	250	10/7/2019	10/7/2016	3.55
Sub Total / Average		**2,500,000.00**	**2,500,000.00**	**2,509,155.00**			**5.66**	**1301**	**333**			**3.46**

City of Gardena
Portfolio Holdings
GASB 40 Compliance Report
January 31, 2016

Description	CUSIP/ Ticker	Face Amount/ Shares	Book Value	Market Value	Moodys	S&P	% of Portfolio	Days To Maturity	Days To Call/Mat.	Maturity Date	Next Call Date	Duration To Mat.
Local Government Investment Pool												
Local Agency Investment Fund LGIP	LGIP9326	17,330,059.68	17,330,059.68	17,330,059.68	NR	NR	39.21	1	1	N/A	N/A	0
Sub Total / Average		**17,330,059.68**	**17,330,059.68**	**17,330,059.68**			**39.21**	**1**	**1**			**0**
Money Market												
CalTrust Med Term MM	MM2020	8,035,838.36	8,035,838.36	8,035,838.36	Aa2	AA	18.18	1	1	N/A	N/A	0
CalTrust Short Term MM	MM2010	2,005,377.94	2,005,377.94	2,005,377.94	Aa2	AA+	4.54	1	1	N/A	N/A	0
JPMorgan Asset Mgmt MM	MM0104	878,309.18	878,309.18	878,309.18	NR	NR	1.99	1	1	N/A	N/A	0
Sub Total / Average		**10,919,525.48**	**10,919,525.48**	**10,919,525.48**			**24.7**	**1**	**1**			**0**
Negotiable Certificate Of Deposit												
Ally Bank, UT 0.65 4/11/2016	02005QV34	250,000.00	250,000.00	250,102.50	NR	NR	0.57	71	71	4/11/2016		0.19
AMEX CENT BK 2 5/7/2020	02587DXU7	250,000.00	250,000.00	249,447.50	NR	NR	0.57	1558	1558	5/7/2020		4.09
Bank NC Thom 1 6/19/2017	06414QTS8	248,000.00	248,000.00	247,851.20	None	None	0.56	505	505	6/19/2017		1.38
Barclays Bk Delaware 2.1 8/13/2019	06740KHS9	248,000.00	248,000.00	249,502.88	None	None	0.56	1290	1290	8/13/2019		3.39
BMW 2.2 9/30/2020	05580ACZ5	248,000.00	248,000.00	249,812.88	NR	NR	0.56	1704	1704	9/30/2020		4.43
Capital One Bank 1 10/24/2016	140420QG8	248,000.00	248,000.00	248,275.28	None	None	0.56	267	267	10/24/2016		0.73
Captial One NA 2.25 9/30/2020	14042RAK7	248,000.00	248,000.00	249,810.40	NR	NR	0.56	1704	1704	9/30/2020		4.42
Cardinal Bk Ntl 0.65 9/26/2016	14147VDX1	248,000.00	248,000.00	247,878.48	NR	NR	0.56	239	239	9/26/2016		0.65
Cathay Bk 0.75 12/14/2016	149159JW6	248,000.00	248,000.00	248,520.80	NR	NR	0.56	318	318	12/14/2016		0.87
CIT Bank, UT 0.9 5/1/2017	17284CCY8	250,000.00	250,000.00	250,685.00	NR	NR	0.57	456	456	5/1/2017		1.24
Comenity Capital, UT 1.1 10/17/2016	20033ACV6	250,000.00	250,000.00	250,827.50	NR	NR	0.57	260	260	10/17/2016		0.71
Compass Bank, AL 2 10/9/2018	20451PFD3	248,000.00	248,000.00	250,861.92	NR	NR	0.56	982	982	10/9/2018		2.62
Customers Bank 0.8 3/20/2017	23204HAW8	248,000.00	248,000.00	248,555.52	NR	NR	0.56	414	414	3/20/2017		1.13
Discover 2 5/13/2020	254672NN4	250,000.00	250,000.00	249,412.50	NR	NR	0.57	1564	1564	5/13/2020		4.11
Enerbank 1.7 12/18/2018	29266NG43	248,000.00	248,000.00	248,307.52	NR	NR	0.56	1052	1052	12/18/2018		2.81
First Bus Bk 1.55 3/6/2020	31938QL36	248,000.00	248,000.00	247,704.88	NR	NR	0.56	1496	1496	3/6/2020		3.97
GE Capital Bank 0.9 2/29/2016	36160YY74	250,000.00	250,000.00	250,067.50	None	None	0.57	29	29	2/29/2016		0.08
GE Capital Retail, UT 0.9 2/29/2016	36830KBN4	250,000.00	250,000.00	250,067.50	None	None	0.57	29	29	2/29/2016		0.08
Goldman Sachs 2.3 11/25/2020	38148J3E9	245,000.00	245,000.00	245,943.25	NR	NR	0.55	1760	1760	11/25/2020		4.57
Investors Bk 0.65 2/25/2016	46176PDE2	248,000.00	248,000.00	248,022.32	None	None	0.56	25	25	2/25/2016		0.07
Key Bank 1.35 10/15/2018	49306SVH6	248,000.00	248,000.00	248,830.80	None	None	0.56	988	988	10/15/2018		2.66

City of Gardena
Portfolio Holdings
GASB 40 Compliance Report
January 31, 2016

Description	CUSIP/ Ticker	Face Amount/ Shares	Book Value	Market Value	Moodys	S&P	% of Portfolio	Days To Maturity	Days To Call/Mat.	Maturity Date	Next Call Date	Duration To Mat.
Leumi NY Bk 2 12/17/2019	063248EY0	248,000.00	248,000.00	249,614.48	NR	NR	0.56	1416	1416	12/17/2019		3.74
Meridian 0.9 9/29/2017	58958PCL6	248,000.00	248,000.00	248,052.08	None	None	0.56	607	607	9/29/2017		1.65
Merrick 0.7 6/30/2016	59013JCU1	248,000.00	248,000.00	248,099.20	None	None	0.56	151	151	6/30/2016		0.41
Morton Cmnty BK 1.05 4/10/2018	619165GA5	248,000.00	248,000.00	246,249.12	None	None	0.56	800	800	4/10/2018		2.17
Riverwood Bank, MN 1.25 10/10/2017	76951DAD2	248,000.00	248,000.00	249,822.80	NR	NR	0.56	618	618	10/10/2017		1.67
Sallie Mae Bk 2.1 8/13/2019	795450SJ5	248,000.00	248,000.00	249,587.20	None	None	0.56	1290	1290	8/13/2019		3.39
Wash Tr Co West 0.8 3/20/2017	940637FU0	248,000.00	248,000.00	248,555.52	NR	NR	0.56	414	414	3/20/2017		1.13
WELL FARGO 1.55 11/19/2018	9497482T3	248,000.00	248,000.00	248,324.88	NR	NR	0.56	1023	1023	11/19/2018		2.74
Sub Total / Average		**7,203,000.00**	**7,203,000.00**	**7,218,793.41**			**16.3**	**793**	**793**			**2.1**
Total / Average		**44,201,585.16**	**44,201,585.16**	**44,232,183.57**			**100**	**324**	**195**			**0.81**

5. D. (1)
CITY MANAGER
Report No. P-2016-4
Date: March 8, 2016

CITY of GARDENA

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Request City Council approval to *Amend the Classification and Compensation Plan* and reinstate the position of Recreation Program Administrator at Schedule 130 ($7,995 - $10,205/month) (Job Description attached).

2. Report the *Provisional Appointments* of the following individuals:

   a. ***CAMILLE DURAN***, Recreation Leader III, Schedule 28 ($15.9462 - $20.3481/hour) to Nutritional Services Coordinator, Schedule 37 ($3,451 - $4,405/month).

   b. ***ELFEGA RODRIGUEZ***, Community Aide I, Schedule 8 ($9.73 - $12.4269/hour) to FCC Program Assistant III, Schedule 40 ($3,716 - $4,743/month).

3. Report the *Family and Medical Leave* of FCC Program Assistant III, ***GUADALUPE ZENDEJAS*** effective February 1, 2016. Ms. Zendejas is scheduled to return to work on March 28, 2016.

4. Report the *Probationary Appointments* of the following individuals:

   a. ***GERALD MEDINA***, Transit Mechanic, Schedule 47 ($4,418 - $5,640/month) effective February 16, 2016.

   b. ***JOSEPH COLLINS***, Fleet Maintenance Supervisor, Schedule 116 ($5,659 - $7,223/month) effective February 22, 2016.

   c. ***CHRISTOPHER TORRES***, Police Officer Trainee, Schedule 200 ($4,801/month) effective February 29, 2016.

   d. ***MICHAEL ROBBINS***, Police Officer Lateral, Schedule 201 ($5,521 - $7,047/month) effective February 28, 2016.

5. Report the *Resignation* of Police Officer ***JOHN GUBERNAT***, effective February 18, 2016. Officer Gubernat had been with the City for fourteen years and five months.

6. Report the *Promotion* of Police Service Officer **TED SHIN**, Schedule 39 ($3,625 - $4,626/month) to Police Officer, Schedule 201 ($5,521 - $7,047/month).

7. Report the Open/Competitive recruitment of Bus Operator, Part-Time/Temporary/At-Will (Transportation Dept.) will close on March 4, 2016.

8. Report the Open/Competitive recruitment of Paratransit Driver, Part-Time/Temporary/At-Will (Transportation Dept.) will close on March 4, 2016.

9. Report the Open/Competitive recruitment of Transit Training and Safety Supervisor, Full-Time (Transportation Dept.) will close on March 4, 2016.

10. Report the Open/Competitive recruitment of Senior Accountant-Grants, Full-Time (Finance Division) will close on March 4, 2016.

Respectfully submitted,

Mitchell G. Lansdell

MITCHELL G. LANSDELL
City Manager/Human Resources Officer

cc: City Attorney
City Clerk
Human Resources
Payroll

CITY OF GARDENA
Gardena, California

CLASS SPECIFICATION
Established: October 1979
Revised: March 2016

RECREATION PROGRAM ADMINISTRATOR

JOB SUMMARY

Under direction, plans, organizes, and directs a comprehensive, year-round program of municipal recreation activities; assists in coordinating recreation and park programs; and does other related duties as assigned.

Representative Duties
Develops and directs a recreational program of activities and services for children, youth, adults, and senior citizens; meets with interested groups and individuals to discuss recreation programs and facilities and need improvements; recruits, selects, trains and directs a staff of part-time and full-time recreation leaders and specialists; manages special events; schedules use of facilities organizes and participates in public relations and public information programs; assists in planning and developing new parks as related to playground and recreational facilities and equipment; prepares section budget recommendations and keeps section records.

QUALIFICATIONS GUIDE

Minimum Qualifications
Bachelor's degree in Recreation, Physical Education, or a closely related field; and

Four (4) years of responsible experience in recreation program activities; including two (2) years at a supervisory level of responsibility. A Master's degree in Recreational Management, Public Administration or a closely related field is highly desirable.

Knowledge and Abilities
Thorough knowledge of the theory, techniques, and methods of organizing group recreational and athletic activities; knowledge of community organizations and resources; of sports, crafts and games, and group activities; of city government, school district activities; personnel administration, budgeting, and public relations; of practical trends and developments in community recreation programs and administration. Ability to analyze community needs and to adapt to its particular requirements; to administer a total recreation program; to win support and enthusiasm of leaders and participants in programs; to supervise full-time, part-time, and volunteer staff; to develop and maintain effective public relations and working relationships.

Licenses
Required to have and maintain a valid California Class C Driver's License.
Qualification as a Certified Recreator by the California Board of Parks and Recreation is desired.

Special Conditions
Designated Management-level class
Conflict of Interest Statement

Position Identification
Classification Title: Recreation Program Administrator
Representative Designation: Management Position
Pay Schedule: 130 ($7,995 - $10,205/month)

City of Gardena
City Council Meeting

Agenda Item No. 5. D. (2)

CONSENT CALENDAR

Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***APPROVAL OF 2016 RESIDENTIAL CURB PAINTING PERMIT***
CARE FOR THE CHILDREN
10934 PAINTER AVENUE, SANTA FE SPRINGS, CA 90670

COUNCIL ACTION REQUIRED:	Action Taken
Approve Special Business Activity (Curb Painting) Permit	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council issue a special business activity (curb painting) permit to Care for the Children starting on Monday, March 14, 2016, through Friday, April 29, 2016, based on the following conditions:

- Care for the Children is a 501(c)(3) non-profit (public benefit charity) that was founded in 2005, and whose principle means of support comes from donations received through fundraising by painting address numbers on city curbs. Care for the Children was last issued a similar permit for curb painting in the City of Gardena in 2012 and 2014.
- The specified amount of donation that the licensee (applicant) may solicit in return for painting residential house numbers on the curb may not exceed $15.00 per address painted. A notice shall be left at the door of each street address painted. This notice shall indicate the name of the organization performing the curb work and that the resident is being asked to donate a specified amount not exceed the prescribed amount, as consideration for painting the house number on the curb. This notice shall indicate the local address of the licensee and a phone number which may be called should the resident have any questions or complaints.
- The licensee (applicant) shall abide by the attached "Residential Curb Painting Specifications and Special Conditions" in its entirety.

Departmental inspections and/or investigations have revealed no reason to deny this request, provided the conditions imposed by the permit are met.

FINANCIAL IMPACT/COST:

N/A

ATTACHMENTS:

City of Gardena Application for Special Event Permit
Residential Curb Painting Specifications and Special Conditions
Certificate of Liability Insurance
Employee List/Copy of Credentials
City of Gardena Address Painting Schedule (for the Solicitation of Voluntary Donations)
Maps - Sectioned with Schedules (Dates) for Flyers, Painters, and Solicitations
Draft Notice/Flyer

Submitted by: Edward Medrano, **Edward Medrano, Director Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

City of Gardena

COMMUNITY DEVELOPMENT DEPARTMENT
1700 W. 162nd Street, Gardena CA 90247
TEL: (310) 217-9518 FAX: (310) 217-9698

City of Gardena 173 / 188
02/25/2016 10:35:22.000 Reg CASHIER_COMDEV2
Validation Receipt
Payor: CARE FOR THE CHILDREN
CHARGES-
0100020033220 $ 749.00
CURB PAINTING/ CARE FOR THE
Sub-total $********749.00
PAYMENT-
Check - 1060 $ 749.00
CURB PAINTING-CARE FOR THE CHILDREN
Change $**********0.00

Applicatic it

The undersign s required under the provisions of the Gardena Municipal Cod described below. Please check the appropriate activity for the

- ☐ *S
- ☐ *A
- ☐ Ka
- ☐ *J
- ☐ *P

- ☐ Distribution of Advertising (Handbill)
- ☐ Peddler/Street Vendor
- ☐ Sound Device – Advertising
- ☐ Professional Solicitor
- ☒ Other Charity/solicitation CURB PAINTING

*Complete the background report in addition to this application

Section 1

Business Name Care For The Children	Phone No. 888-490-9751
Business Address 10934 Painter Ave. Santa Fe Springs, CA 90670	
Name of Applicant Robert G. Henderson	
Applicant is: ☐ An Individual ☐ Partnership ☐ Association ☐ Corporation ☒ Other: Charity	

Section 2

If the applicant is an individual, complete the following personal information about the applicant.

Residence Address		Phone No.
Business Address		
Driver's License No.	Date of Birth	Social Security No.

Section 3

If the applicant is not an individual then complete the following information about each principal officer of the corporation, or each director of the association, or each partner of a partnership. Please list each stockholder owning more than 10% of the stock of the corporation (attach a separate sheet if necessary)

Name Robert G. Henderson		Title Director
Residence Address [redacted]		
Business Address 10934 Painter Ave. Santa Fe Springs, CA 90670		
Title or Nature of Interest Executive Director		
Driver's License No. [redacted]	Date of Birth [redacted]	Social Security No. [redacted]

City of Gardena

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Name Michelle Q. Henderson		Title Treasurer
Residence Address [redacted]		
Business Address 10934 Painter Ave Santa Fe Springs, CA 90605		
Title or Nature of Interest Treasurer		
Driver's License No. [redacted]	Date of Birth [redacted]	Social Security No. [redacted]

Section 4

Describe the proposed activity in detail
painting of curb address numbers for voluntary donations.

Number of Amusement Devices (if applicable, attach a location list) N/A

Date/Time (for each day)	Date	Time	Day of the Week
Setup			
Activity Starts			
Activity Ends			
Dismantle			

Explain in detail any past experience applicant(s) have had in connection with the proposed activity
2010, 2012, 2014 have done fundraiser in the City of Gardena.

Name, address, and phone numbers of each person who will have authority or control over the proposed activity and their job title: Attached

Name and phone number of emergency contact person
Robert G. Henderson 562-980-6395 cell

Has any permit ever been revoked or denied applicant in the past? ☐ Yes ☒ No
If yes, explain in detail the circumstances of such revocation or denial and give name and address of the governmental agency:

Mailing address where any required notice should be sent
P.O. Box 3144 Whittier, CA 90605

City of Gardena

COMMUNITY DEVELOPMENT DEPARTMENT
1700 W. 162nd Street, Gardena CA 90247
TEL: (310) 217-9518 FAX: (310) 217-9698

The undersigned applicant understands that the application may be considered by the City Council or by the Community Development Director only after full investigation and report has been made by the Police, Fire, Building & Safety, Planning, and Health Departments of the City of Gardena.

The undersigned applicant understands and agrees that any business or activity conducted or operated under any permit and license issued under the application must and shall be operated in full conformity with all laws of the State of California and the laws and regulations of the City of Gardena applicable thereto, and that any violation of any such laws or regulations in said place of business, or in connection therewith, shall render any permit and license therefore subject to cancellation or revocation, pursuant to Section 5.04.160(I) or Section 5.04.240 of the Gardena Municipal Code.

I, Robert G. Henderson declare under penalty of perjury that the statements contained in the attached Application for Special Business Activity Permit are true and correct to the best of my knowledge and belief and that this statement is executed with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for the refusal to issue or revocation of a permit and/or license hereunder.

Signature of Applicant(s) R. G. Henderson	Date 2-25-16
Print Name Robert G. Henderson	

City Use Only
Documents Required:

- ☐ Department of Justice Permit — Received _____
- ☐ ABC License with Conditions — Received _____
- ☐ Insurance Certificate — Received _____
- ☐ Bond — Received _____
- ☐ Temporary Use Permit — Received _____
- ☐ Conditional Use Permit — Received _____

RESIDENTIAL CURB PAINTING SPECIFICATIONS AND SPECIAL CONDITIONS

1. A notice shall be left at the door of each street address painted, indicating the name of the organization performing the curb addressing work, and stating that the resident is being asked to donate a specified amount, not excess the prescribed amount, as consideration for painting of the house number on the curb. This notice should indicate the local address of the licensee and a phone number which may be called should the resident have any questions or complaints.

2. That the specified amount of donation that the licensee may solicit in return for painting the house numbers on the curb may not exceed in the amount_$15.00_ per address painted.

3. The painting of the curb addresses shall progress in such a manner that once an address is painted within a given block, the work shall be diligently pursued until all of the addresses on that prescribed block have been painted on both sides of the street between any two adjacent cross streets, and further, that all addresses must be painted within any area of the City that is prescribed by the City before work is commenced in another area.

4. That the names of all persons involved in the project shall be filed with the Chief of Police.

5. The Police Department and the Public Works Department shall be advised of the areas in which the licensee will be working on a daily basis, or, as prescribed by the Police Department and the Public Works Department.

Initials: R.G. H.

6. Permission shall be given to paint addresses provided that a plan that includes a schedule has been approved in residential areas only and not in front of commercial businesses.

7. No paint or other debris shall be placed in the gutter or storm drains.

8. No solicitation or work shall be permitted on Sundays or after the hour of 7:30 p.m. daily.

9. The minimum height of numerals shall be 2 ½" and maximum height of numerals shall be 3" on all curbs with faces of 6" or less, and 4" on all curbs with faces greater than 6".

10. The numerals shall be black paint with a white background.

11. The paint shall be an outdoor type reflective weather-resistant paint capable of long wear.

12. The completed black numerals on white background shall Be neat in workmanship, the top of the numerals parallel with the top of the curb, and the finished product free of any paint runs or spots.

13. In cases where house numbers presently exist on the curb faces, the new numbers shall be painted over the old numbers, leaving an end result of one house number per lot.

14. Insurance and/or a performance bond may be required.

15. All provisions of the Gardena Municipal Code shall be complied with.

16. All residential addresses shall be painted, including the alleys.

17. The City shall have access to audit the financial logs of business. Any discrepancies between the information provided to the City and the financial logs shall be rectified in favor of the City.

Initials: R. C. H.

18. Applicant agrees to remove any and all persons from the project for whom the City receives complaints regarding their conduct.

Applicant agrees to all the specifications and special conditions listed. Failure to comply with the specifications may result in the business license being revoked and the applicant may be held liable for the completion of the remaining curb painting within the City at applicant's expense.

Robert G. Henderson
Printed Name

R. G. Henderson
Signature

Date 2-26-16

Initials: R.G.H.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/24/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

House of Insurance Sales
23276 S Pointe Drive Suite 103
Laguna Hills, CA 92653
License #: 0744226

CONTACT NAME: Neda Hekmat
PHONE (A/C, No, Ext): (949)707-7777 FAX (A/C, No): (949)707-5051
E-MAIL ADDRESS: neda.hekmat@houseofinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: SIS	
INSURER B: AmTrust North America Insurance Company	
INSURER C: SurTec Insurance Company	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Robert G Henderson
DBA Care for Children
11418 Fidel Ave
Whittier, CA 90605-3504

COVERAGES **CERTIFICATE NUMBER:** 00000000-170869 **REVISION NUMBER:** 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			PC2005363-02	04/29/2015	04/29/2016	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			QWCA3305064	07/15/2015	07/15/2016	PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N N/A						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
C	SuretyBond			4383979	08/08/2015	08/08/2016	BOND	1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Curb Numbering Service

CERTIFICATE HOLDER

City of Gardena
1700 West 162nd St.
Gardena, CA 90247

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(SSS)

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State of California
Secretary of State

Statement of Information
(Domestic Nonprofit, Credit Union and Consumer Cooperative Corporations)

Filing Fee: $20.00. If this is an amendment, see instructions.
IMPORTANT – READ INSTRUCTIONS BEFORE COMPLETING THIS FORM

F951867

FILED

In the office of the Secretary of State of the State of California

NOV-30 2015

This Space for Filing Use Only

1. CORPORATE NAME

CARE FOR THE CHILDREN

2. CALIFORNIA CORPORATE NUMBER

C2807320

Complete Principal Office Address (Do not abbreviate the name of the city. Item 3 cannot be a P.O. Box.)

3. STREET ADDRESS OF PRINCIPAL OFFICE IN CALIFORNIA, IF ANY	CITY	STATE	ZIP CODE
11418 FIDEL AVE., WHITTIER, CA 90605			

4. MAILING ADDRESS OF THE CORPORATION	CITY	STATE	ZIP CODE

Names and Complete Addresses of the Following Officers (The corporation must list these three officers. A comparable title for the specific officer may be added; however, the preprinted titles on this form must not be altered.)

	ADDRESS	CITY	STATE	ZIP CODE
5. CHIEF EXECUTIVE OFFICER/ ROBERT G HENDERSON	11418 FIDEL AVE., WHITTIER, CA 90605			
6. SECRETARY SAMUEL NESAMANI	11419 EAST 176TH ST., ARTESIA, CA 90701			
7. CHIEF FINANCIAL OFFICER/ MICHELLE Q. HENDERSON	11418 FIDEL AVE., WHITTIER, CA 90605			

Agent for Service of Process If the agent is an individual, the agent must reside in California and Item 9 must be completed with a California street address, a P.O. Box address is not acceptable. If the agent is another corporation, the agent must have on file with the California Secretary of State a certificate pursuant to California Corporations Code section 1505 and Item 9 must be left blank.

8. NAME OF AGENT FOR SERVICE OF PROCESS (Note: The person designated as the corporation's agent MUST have agreed to act in that capacity prior to the designation.)

ROBERT G. HENDERSON

9. STREET ADDRESS OF AGENT FOR SERVICE OF PROCESS IN CALIFORNIA, IF AN INDIVIDUAL	CITY	STATE	ZIP CODE
11418 FIDEL AVE., WHITTIER, CA 90605			

Common Interest Developments

10. ☐ Check here if the corporation is an association formed to manage a common interest development under the Davis-Stirling Common Interest Development Act, (California Civil Code section 4000, et seq.) or under the Commercial and Industrial Common Interest Development Act, (California Civil Code section 6500, et seq.). The corporation must file a Statement by Common Interest Development Association (Form SI-CID) as required by California Civil Code sections 5405(a) and 6760(a). Please see instructions on the reverse side of this form.

11. THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

DATE	TYPE/PRINT NAME OF PERSON COMPLETING FORM	TITLE	SIGNATURE
11/30/2015	ROBERT G. HENDERSON	CHIEF EXCT. OFFICER	R. G. Henderson

2807320

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

OCT - 7 2005

ARTICLES OF INCORPORATION
OF
Care For The Children
A CALIFORNIA PUBLIC BENEFIT CORPORATION

ONE: The name of this corporation is *Care For The Children*

TWO: This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes. The specific purposes for which this corporation is organized: *To provide food, clothing, shelter for the less fortunate families across the U.S. and in third world countries.*

THREE: The name and address in the State of California of this corporation's initial agent for service of process is: *R.G.Henderson 17444 S. Lakewood Blvd. #17 Bellflower, CA 90706*

FOUR: (a) This corporation is organized and operated exclusively for *charitable* purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

(b) Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (2) by a corporation contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

(c) No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.

FIVE: The names and addresses of the persons appointed to act as the initial directors of this corporation are:

Name Address

Tom Bhagwat 1811 South Arcdale Ave. Rowland Heights, CA 91748

Samuel Nesamani 11419 East 176th St. Artesia, CA 90701

Robert Henderson 17444 S. Lakewood Blvd. #17 Bellflower, CA 90706

SIX: The property of this corporation is irrevocably dedicated to *charitable purposes* and no part of the net income or assets of the organization shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private person.

On the dissolution or winding up of the corporation, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this corporation, shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for *charitable purposes* and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

Date: *9/14/05*

Tom Bhagwat

Tom Bhagwat, Director

Samuel Nesamani, Director

R. S. Henderson

Robert Henderson, Director

We, the above-mentioned initial directors of this corporation, hereby declare that we are the persons who executed the foregoing Articles of Incorporation, which instrument is our act and deed.

Tom Bhagwat

Tom Bhagwat, Director

Samuel Nesamani, Director

R. S. Henderson

Robert Henderson, Director

OFFICE OF THE SECRETARY OF STATE

List of Solicitors

Name:	Birthday:	SSN:	DLN:	Telephone Number
Brenda Hahn	[redacted]	[redacted]	[redacted]	562-334-6363 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Robert Dabney	[redacted]	[redacted]	[redacted]	562-762-5666 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Dennis Esparza	[redacted]	[redacted]	[redacted]	323-399-2494 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Mark Mijares	[redacted]	[redacted]	[redacted]	626-293-6208 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Roger A. Booher	[redacted]	[redacted]	[redacted]	714-853-3598 cell
[redacted]				
[redacted]				

List of Solicitors

Name:	Birthday:	SSN:	DLN:	Telephone Number
Robert Shrubs	[redacted]	[redacted]	[redacted]	562-333-5720 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Mary E. Sisson	[redacted]	[redacted]	[redacted]	562-964-3153 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Maurice Gomez	[redacted]	[redacted]	[redacted]	818-405-2105 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Daie Truong	[redacted]	[redacted]	[redacted]	714-686-6942 cell
[redacted]				
[redacted]				

Name:	Birthday:	SSN:	DLN:	Telephone Number
Nicholas Bartosch	[redacted]	[redacted]	[redacted]	951-220-1594
[redacted]				
[redacted]				

List of Painters

Name:	Birthday:	SSN:	DLN:	Telephone Number
Abad C. Tapia	[redacted]	[redacted]	[redacted]	562-280-8467 cell

[redacted]

Name:	Birthday:	SSN:	DLN:	Telephone Number
Amaury Vega	[redacted]	[redacted]	[redacted]	408-430-0998 cell

[redacted]

Name:	Birthday:	SSN:	DLN:	Telephone Number
Alfred Arreola	[redacted]	[redacted]	[redacted]	323-320-2828 cell

[redacted]

Lists of Carders

Name:	Birthday:	SSN:	DLN:	Telephone Number
Steven Caputo	[redacted]	[redacted]	[redacted]	562-686-6259 cell

[redacted]

Name:	Birthday:	SSN:	DLN:	Telephone Number
John Sanchez	[redacted]	[redacted]	[redacted]	562-746-6073 cell

[redacted]

SOLICITORS

RE FOR THE
DREN
605

DENNIS ESPARZA

Residence: 2676 STOCKTON AVE
ANAHEIM, CA 92801
Height: 6'00"
Weight: 150 lbs.

RE FOR THE
DREN
605

ROBERT DABNEY

Residence: 14307 NORWALK BLVD
NORWALK CA 90650
Height: 6' 4"
Weight: 255 lbs.

RE FOR THE
DREN
605

ROBERT F SCHRUBB

Residence: 11419 CARMENITA RD
WHITTIER, CA 90605
Height: 6'1"
Weight: 250 lbs.

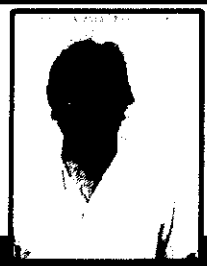
ROGER A BOOHER

CHILDREN

BRENDA HAHN

CHILDREN

RE FOR THE
DREN
605



DAI TRUONG

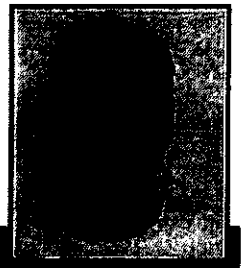
Residence: 14131 DUMONT LN
WESTMINISTER, CA 92683
Height: 5'4"
Weight: 150 lbs.

Mary E Sisson

CHILDREN

RE FOR THE

DREN

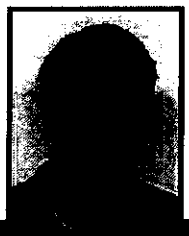


Nicholas Bartosch

Residence: 11957 Heritage Circle
Downey, CA 90241
Height: 5'7"
Weight: 175 lbs.

RE FOR THE

DREN

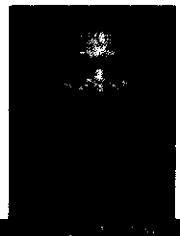


MAURICE GOMEZ

Residence: 18605 MERRIDY ST
NORTHRIDGE, CA 91324
Height: 5'07"
Weight: 150 lbs.

RE FOR THE

DREN



Mark A Mijares

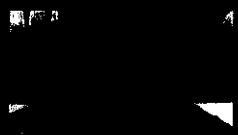
Residence: 1818 Garvey Ave Unit G
Alhambra, CA 91803
Height: 5'9"
Weight: 210 lbs.

PAINTERS

www.care4thechildren.org

Amaury Vega

CHILDREN



Abad C Tapia

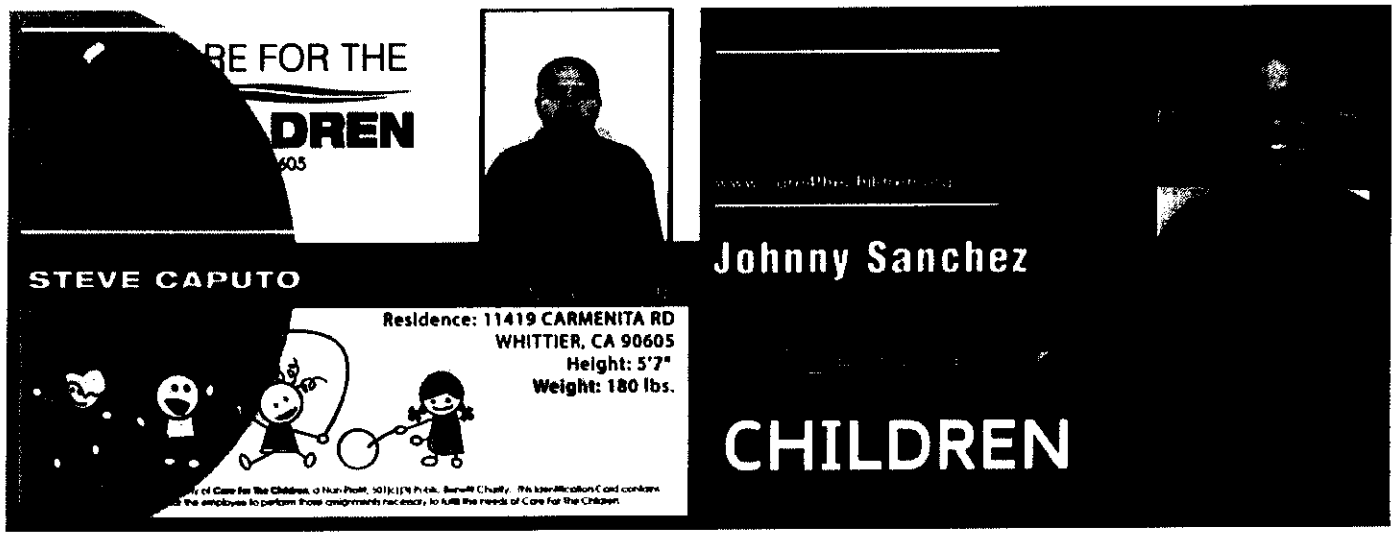
CHILDREN

www.care4thechildren.org

Alfred Arreola

CHILDREN

CARDERS


RE FOR THE
DREN
STEVE CAPUTO
Residence: 11419 CARMENITA RD
WHITTIER, CA 90605
Height: 5'7"
Weight: 180 lbs.
Johnny Sanchez
CHILDREN

City Of Gardena Address Painting Schedule

The following schedule will be broken into three parts.

1. We have two people that pass out the flyers.
2. We have three painters that paint address numbers on curbs.
3. We have six to eight solicitors that go door to door asking for donations.

Schedule for Passing out Flyers

The start date for the flyers to be passed out will be **3-14-2016** within **Section 1**
It will take one to two days to pass out flyers on all the doors.

Flyers will be passed out in **Section 2**, on. **3-17-2016**
It will take one day to pass out flyers on all the doors.

Flyers will be passed out in **Section 3**, on **3-18-2016**.
It will take two to three days to pass out flyers on all the doors.

Flyers will begin being passed out in **Section 4**, on **3-24-2016**.
It will take one to two days to pass out flyers on all the doors.

Flyers will be passed out in **Section 5**, on **3- 28-2016**.
It will take two to three days to pass out flyers on all the doors.

Flyers will be passed out in **Section 6**, on **3-31-2016**.
It will take one to two days to pass out flyers on all the doors.

Within two to three weeks the whole City of Gardena will have received a notice informing them of the address painting that will be taking place within their neighborhood.

Schedule for the Painting of Address Numbers on City Curbs

The painting of the address numbers will begin the following day after the flyers have been passed out.

The painting of address numbers in **Section 1**, will begin on **3-15-2016**.
It will- take the painters three to five days to paint all the address numbers on the curbs.

The painting of address numbers in **Section 2**, will begin on . **3-21-2016**
It will take the painters one day to two days to paint all the address numbers on the curbs.

The painting of address numbers in **Section 3**, will begin on **3-23-2016**.
It will take the painters four to six days to paint all the address numbers on the curbs.

The painting of address numbers in **Section 4**, will begin on **3-31-2016**.
It will take the painters three to five days to paint all the address numbers on the curbs.

The painting of address numbers in **Section 5**, will begin on **4-7-2016**.
It will take the painters four to six days to paint all the address numbers on all the curbs.

The paining of address numbers in **Section 6**, will begin on **4-14-2016**.
It will take the painters four to five days to paint all the address number on the curbs.

It will take the painters four to six weeks to paint all the address numbers in the residential areas of the City of Gardena. Keep in mind that this schedule is subject to change and is based on the fact that everyone shows up for work during this time prior and that it does not rain.

Schedule for the Solicitation of Voluntary Donations

The solicitation for voluntary donations is unlike passing out flyers or the painting of the address numbers on the city curbs. It takes more time going door to door asking for voluntary donations and catching people home then it takes for the painting of the address numbers.

The door to door solicitations for voluntary donations will begin within **Section 1** on **3-16-2016**. It with take the collectors four days to run through the paperwork one time. The following week on **3-25-2016** , we will have people going through **Section 1**, knocking on the doors of the people that were not home, and that said to come back another day. We will be done with section 1 on **3-25-2014**.

The door to door solicitations for voluntary donations will begin within **Section 2** on **3-22-2016**. It will take the collectors one day to run through the paperwork one time. The following week on **3-26-2016** will have people going through **Section 2**, knocking on the doors of the people that were not home, and that said to come back another day. We will be done with section 2 on **3-26-2016**.

The door to door solicitations for voluntary donations will begin within **Section 3** on **3-24-2016**. It will take the collectors three days to run through the paperwork one time. The following week on **4-2-2016** we will have people through **Section 3**, knocking on doors of the people that were not home, and that said to come back another day. We will be done with section 3 on **4-2-2016**.

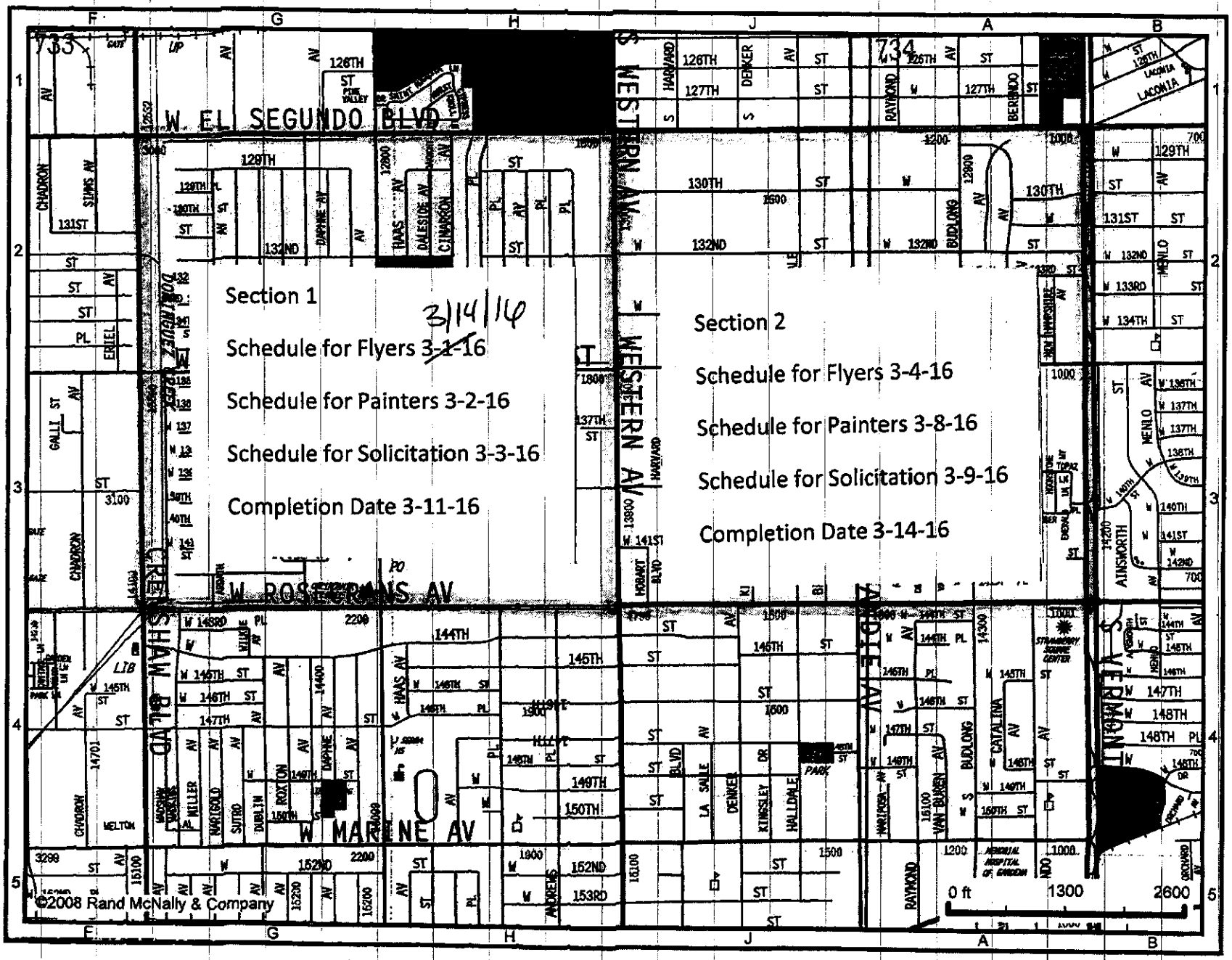
The door to door solicitations for voluntary donations will begin within **Section 4**, on **4-1-2016**. It will take the collectors four days to run through the paper work one time. The following week on **4-11-2016** we will have people through **Section 4**, knocking on doors of the people that were not home, and that said to come back another day. We will be done with section 4 on **4-11-2016**.

The door to door solicitations for voluntary donations will begin within **Section 5**, on **4-8-2016**. It will take the collectors six days to run through the paperwork one time. The following week on **4-15-2016** we will have people through **Section 5**, knocking on doors of the people that were not home, and that said to come back another day. We will be done with section 5 on **4-1-2016**.

The door to door solicitations for voluntary donations will begin within **Section 6**, on **4-16-2016**. It we take the collectors five days to run the paperwork one time. The following week on **4-25-2016** we will have people through **Section 6**, knocking on doors of the people that were not home, and that said to come back another day. We will be done with section 6 on**. 4-25-2016.**

It will take six to seven weeks to complete the asking of donations. If additional time is needed to completely finish the collecting of donations, a request will be made to the Chief of Police for extension of time.

Will update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Section 1
Schedule for Flyers ~~3-1-16~~ 3/14/16
Schedule for Painters 3-2-16
Schedule for Solicitation 3-3-16
Completion Date 3-11-16
Section 2
Schedule for Flyers 3-4-16
Schedule for Painters 3-8-16
Schedule for Solicitation 3-9-16
Completion Date 3-14-16
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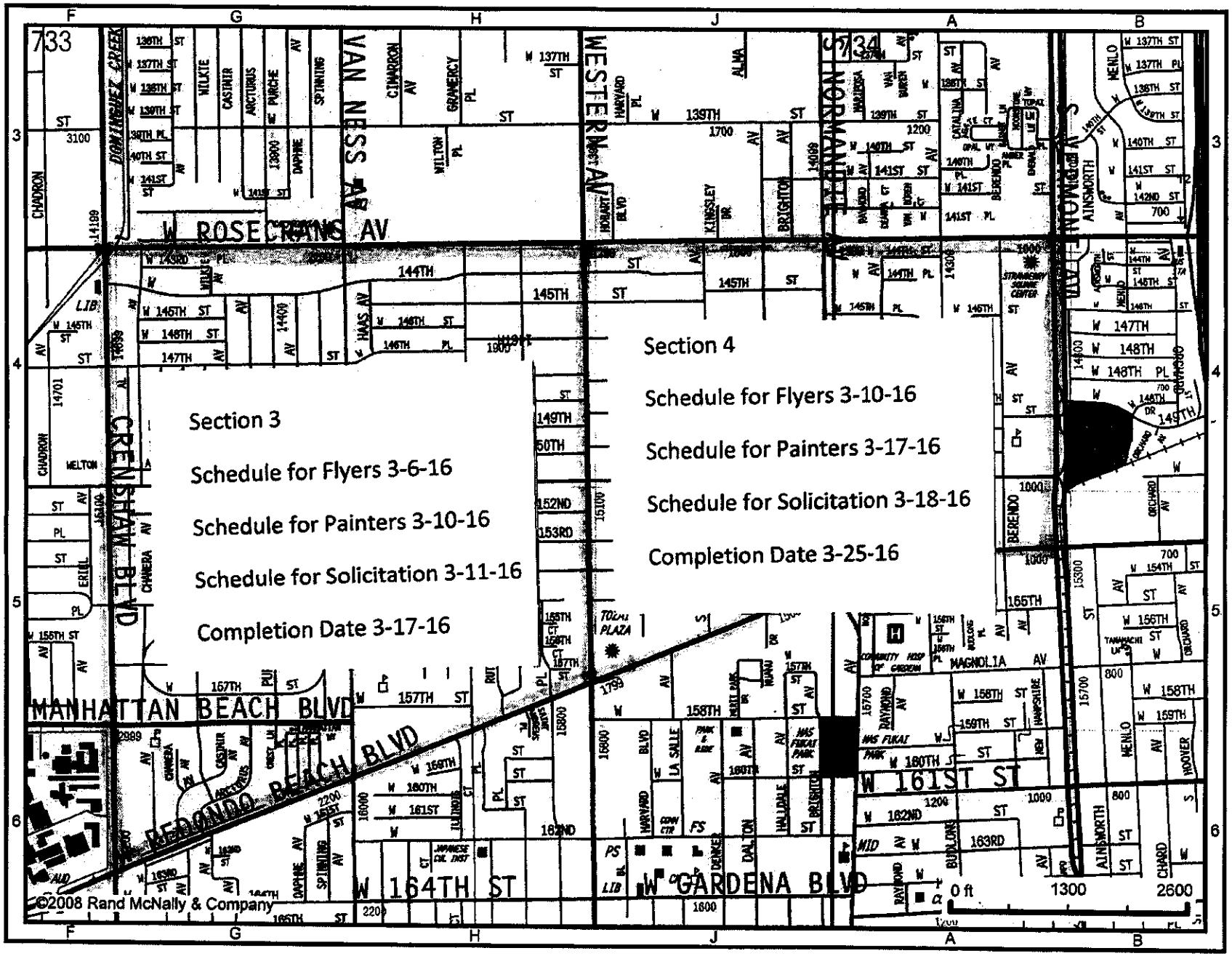
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Schedule for Flyers 3-6-16
Schedule for Painters 3-10-16
Schedule for Solicitation 3-11-16
Completion Date 3-17-16
Section 4
Schedule for Flyers 3-10-16
Schedule for Painters 3-17-16
Schedule for Solicitation 3-18-16
Completion Date 3-25-16
W ROSECRANS AV
MANHATTAN BEACH BLVD
REDONDO BEACH BLVD
W 164TH ST
W GARDENA BLVD
W 161ST ST
CRENSHAW BLVD
VAN NESS AV
WESTERN AV
MAGNOLIA AV
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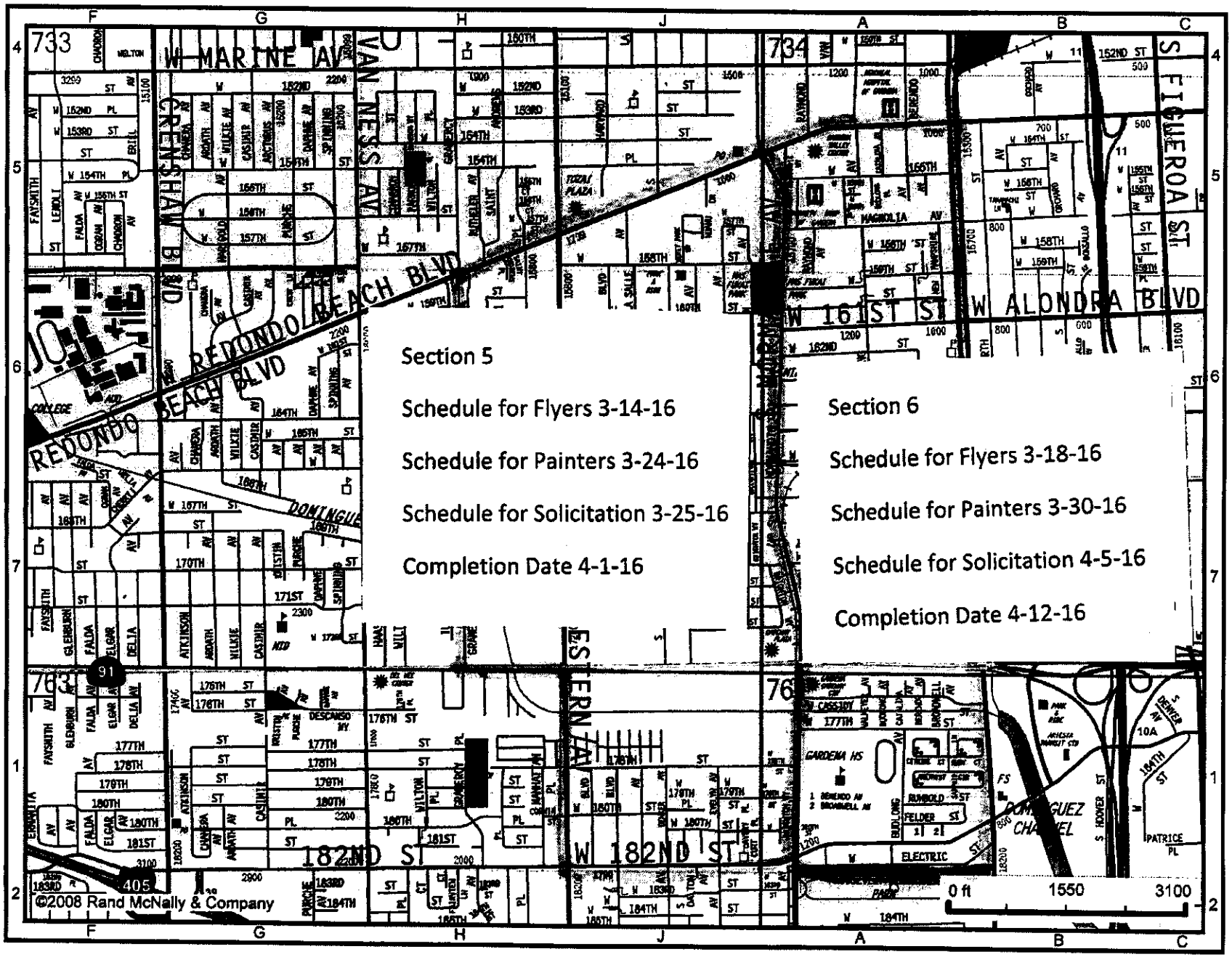
©2008 Rand McNally & Company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Schedule for Flyers 3-14-16
Schedule for Painters 3-24-16
Schedule for Solicitation 3-25-16
Completion Date 4-1-16
Section 6
Schedule for Flyers 3-18-16
Schedule for Painters 3-30-16
Schedule for Solicitation 4-5-16
Completion Date 4-12-16
W MARINE AV
VAN NESS AV
CRENSHAW BLVD
REDONDO BEACH BLVD
W 161ST ST
W ALONDRA BLVD
S FIGUEROA ST
ESTERNA AV
W 182ND ST
DOMINGUEZ CHANNEL
GARDENA HS
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©2008 Rand McNally & Company

NOTICE

March 2016

The City of Gardena has authorized a non-profit organization, ***Care for the Children***, to paint address numbers on all residential curbs within the City. *Care for the Children* will provide all materials and labor for the service, which is estimated to be $15.00 per address. Since the City does not pay *Care for the Children*, they will be accepting **voluntary** donations from residents after the work is completed. Cash and checks will be accepted and payable to *Care for the Children*. ***Care for the Children* will only collect donations 4:00PM to 7:30PM, Monday thru Friday, and Saturday 9:00AM to 7:30PM; we suggest you ask to see identification.**

Care for the Children is a 501c3 (FEIN# 134314490) public benefit charity, with a vision to see that the hungry, homeless and destitute receive a second chance in life. Care for the Children's principal means of support comes from donations received through fundraising by painting address numbers on city curbs. Care for the Children will donate 20% of the net proceeds to a Gardena charity.

The City will issue *Care for the Children* a permit which will require that the numbers be painted in accordance with the City's specifications.

For more information regarding the project implementation and schedule, or the City's authorization, you may contact:

Care for the Children
Supervisor
P.O. Box 3144
Whittier, CA 90605
(888) 227-3801

OR

Community Development
Rita Lopez
License Technician
(310) 217-6168

If you are not satisfied with the service provided at your residence, please contact the City of Gardena Community Development Department at (310) 217-9530.

NOTICE

March 2016

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CITY OF GARDENA

PLANNING & ENVIRONMENTAL QUALITY COMMISSION
CITY COUNCIL CHAMBER ■ 1700 WEST 162nd STREET ■ 7:00 P.M.
Telephone: (310) 217-9526 ■ E-mail address: PlanningCommission@ci.gardena.ca.us

REPORT OF ACTIONS
February 16, 2016

6. **Site Plan Review #8-15**
Approval of Site Plan Review #08-15 to construct a new 5,000 square foot commercial building located in the Neighborhood Commercial (C-2) zone.
Project location: 1400 West Redondo Beach Boulevard
Applicant: Mark Yorita/Waterpointe Commercial LLC

Commission Action: Commission adopted Resolution No. PC 01-16 approving Site Plan Review #08-15, subject to the attached conditions of approval (Exhibit A) and direct staff to file a Notice of Exemption as an infill project.

Ayes: Jamora, Jackson, Johnson, Kaskanian
Noes: Sherman

City Clerk Action: If appealed, schedule for public hearing
City Council Action: Call for Council Review, Appeal Decision or Receive and File

7. **Conditional Use Permit #6-13**
Revocation of Conditional Use Permit #6-13 that allowed the operation of a 1,934 square foot billiards establishment located within an existing shopping center located in the Commercial (C-3) zone.
Project location: 15420 South Western Avenue, Suites F and G

Commission Action: Commission directed staff to prepare a resolution revoking Conditional Use Permit #6-13.

Ayes: Jamora, Jackson, Johnson, Sherman, Kaskanian
Noes:

City Clerk Action: Receive and File
City Council Action: Receive and File

ALL CASE MATERIALS ARE AVAILABLE FOR REVIEW IN THE OFFICE OF THE COMMUNITY DEVELOPMENT DEPARTMENT

City of Gardena
City Council Meeting

Agenda Item No.: 8. A. (1)
Department: Elected & Administrative Offices
Meeting Date: March 8, 2016
Resolution No. : 6215

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: PUBLIC HEARING: RESOLUTION NO. 6215, Adopting New Fee Schedules for Services and for Facility Rentals in the City of Gardena and Rescinding Resolution No. 5194

COUNCIL ACTION REQUIRED: Conduct the Public Hearing and Adopt Resolution No. 6215 Setting Fees for Certain City Services and Permits	Action Taken

STAFF SUMMARY AND RECOMMENDATION:

The City's current fee schedule for various City services and permits including development processing fees are set forth in Resolution No. 5194, which was adopted in May 2011. State law mandates that fees charged cannot exceed, but can be equal to the actual cost of providing the service for which the fee is paid. Fees are therefore determined by an extensive analysis of the actual cost of completing the tasks involved. Because the fees are based on the salaries and benefits of the employees involved in the process plus the cost of materials, the costs must be reviewed from time to time and updated to adequately cover the cost of the service.

Resolution No. 5194 included a provision that as part of the annual budget process, fees should be reviewed and updated as appropriate at least every three years. Based on the economy of recent years, no revisions have been adopted since 2011. Staff has completed an analysis based on audited operating expenses for Fiscal Year ending June 30, 2015 and on actual employee rates which became effective July 2015. In doing the analysis, new fees for services and permits have also been identified and included in Resolution No. 6215. With the current fees being charged, the City is only recovering 30% of the costs it incurs to provide these services. Staff is recommending certain fees be increased and annual increases be established for a total period of five years, at which time the City will recover on average 47% of the cost of providing these services.

Based on the current level of service, the updated fee schedule and annual increases are expected to generate approximately $786,000 in additional General Fund Revenue over a five-year period. These additional funds are needed to offset the actual cost of providing such services. Staff recommends that the City Council hold a Public Hearing on the proposed fee schedule, annual increases and at the conclusion of the hearing adopt Resolution No. 6215 thereby rescinding Resolution No. 5194 and setting a new fee schedule with annual increases to become effective May 7, 2016.

FINANCIAL IMPACT/COST:
Approximately $786,000 in additional General Fund Revenue over a five-year period.

ATTACHMENTS:
- STAFF REPORT – Including background and staff analysis and basis for fee recommendations;
- Proof of Publications of Public Notice on Hearing;
- RESOLUTION No. 6215 (to be adopted);
- RESOLUTION No. 5194 (to be rescinded);

Submitted by _____, **Clint Osorio, Chief Fiscal Officer** **Date** 03/08/16

Concurred by _____, **Mitchell G. Lansdell, City Manager** **Date** 03/08/16

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No.: 8. A. (1)
Department: Elected & Administrative
Meeting Date: 3/8/2016
Resolution No.: 6215

AGENDA TITLE: PUBLIC HEARING: RESOLUTION NO. 6215, Adopting new fee Schedules for Services and for Facility Rentals

RECOMMENDATION:

It is recommended that the Council hold a public hearing to consider updating certain City fees based on the cost of providing such services and permits. It is further recommended that the City Council adopt Resolution No. 6215, which will rescind Resolution No. 5194, and establish the new fee rates in a comprehensive fee schedule as set forth in Exhibit A and Exhibit B with the new rates effective on May 7, 2016.

BACKGROUND:

Consistent with the City's current Comprehensive Fee Resolution No. 5194 that called for review of the City's Fee Schedule at least every 3 years, the City Manager directed staff to do a complete cost analysis of City services. This analysis would then be presented to Council for consideration of a resolution that set fees based on cost recovery. This study was performed and fees were revised in 2005 and again in 2011. However, fees have not been adjusted since 2011 and since then there have been sufficient changes in both organization structure and the cost of doing business to warrant the adoption of a new fee schedule sixty days after the adoption, as required by law.

The objective of this report is to provide Council with the basis for calculating each fee and the actual cost of providing these services as compared to the current fees being charged. By law, the City cannot charge fees that are higher than the actual cost of providing the service, but the City can set fees to fully recover those costs. It is essential to keep in mind that fee based services are those services that are performed on a limited basis in response to an individual request for the service. Core City services such as street sweeping, park activities and police protection are not fee based because they benefit the community at large. This is the critical factor in setting fees at or close to full cost recovery: City services that benefit a relatively small number of individuals should be self-supporting rather than subsidized at the expense of services that benefit the community at large.

When last adopted in 2011, many of the fees were set far below full cost recovery to provide for a reasonable fee increase at that time. Since there has been a five-year span between the last fee resolution and this current fee resolution, the cost the City incurs has increased substantially with the City currently only recovering on average 30% of the cost it incurs to provide these services. Thus these increases are vital to help the City recover a reasonable amount of the costs. The City Council may adopt these rates or, based on other relevant factors, adopt different rates; however, the adopted fees may not exceed the costs for providing the service.

To conduct this fee study, the "City of Gardena Detailed Calculations of Cost Recovery and Updated Fees for Fiscal Year 2014-2015" was used to determine the basis for each fee, including which personnel provide the service and the amount of personnel time required. Interviews were then conducted with the personnel involved in each fee to determine the average amount of time it would take to process the fee. The average time was then multiplied by the average fully burdened (salary plus benefits) hourly rate of the employee. Indirect overhead rate includes a complex formula that includes a number of variables, such as citywide overhead costs, maintenance, office supplies, utilities, and/or other costs associated with operating a department.

Each fee has been set at the total cost of the following components.

1. Each employee cost/hour (effective July 2015) multiplied by the average time each employee must spend to complete the task; plus

2. All hard costs related to the service, i.e. printing of a permit, fees charged by other agencies, and other direct expenses; plus

3. An indirect/over-head cost/hour based on audited Fiscal Year 2014/2015 expenditures, i.e. utilities, equipment and software maintenance.

The working hours were based on a typical 49 hour operating week, 52 weeks a year, not including the twelve City holidays. Included in this personnel time was allocation of supervision and/or management oversight of the proposed fee. The product of the department's total personnel time for each fee and the department's direct overhead hourly rate was added to produce the total cost for each fee. Building Permit fees are recommended based on the average of fees charged by South Bay and other comparable cities.

Resolution No. 6215 rescinds Resolution No. 5194 and updates the fees to allow the City to recover a greater percentage of the costs it incurs to provide these services. By consolidating all City fees into a single document, staff can monitor and compare the cost of providing the services with the fees being charged and, as necessary, recommend modification for Council consideration. Along with setting the service fees, Resolution No. 6215 also sets City facility rental fees; these do not need to be based on actual cost. The resolution includes three attachments: "Exhibit A", listing of all updated fees sorted by department including listing the annual increases by year, "Exhibit B", rental facilities rate schedule, and "Exhibit C", City of Gardena Detailed Calculations of Cost Recovery and Updated Fees for Fiscal Year 2015-2016.

To make the fees more in line with the cost the City incurs to provide these services, Resolution No. 6215 provides for 7% or 10% annual fee increases depending on the type of fee, effective May 7, 2017 thru May 7, 2020 as shown in "Exhibit A". As of May 7, 2020 the fees charged by the City would be on average 47% of the current cost the City incurs to provide these services with the General Fund subsidizing the remaining cost. The City is legally able to charge up to 100% of the cost to provide these services. However, at the end of the five years, the fees charged by the City would be well below that rate.

The detailed descriptions, methodology used and calculation tables are available for public review in the City Clerk's Office.

Conclusion and Recommendation:

Attached for Council consideration is Resolution No. 6215, setting forth a new fee schedule for certain City services along with a provision for annual increase in fees to make fees more in line with the current cost the City incurs to provide these services. Staff has presented the actual updated costs of providing various services so that Council can make an informed decision on the rates charged.

It is therefore recommended that the City Council hold a Public Hearing regarding the adoption of Resolution No. 6215 and at the conclusion of the hearing adopt Resolution No. 6215 as presented or as may be amended by the City Council. The adoption of Resolution No. 6215 will rescind Resolution No. 5194 and will establish a new fee schedule to become effective on May 7, 2016, sixty days after adoption, as required by law.

Submitted by: _____ **Date:** 3/2/16
Clint D. Osorio, Chief Fiscal Officer

Approved by: _____ **Date:** 3/2/16
Mitchell G. Lansdell, City Manager

AFFP
39468 Public Hearing

CITY CLERK'S OFC

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Affidavit of Publication

STATE OF CALIFORNIA }
COUNTY OF LOS ANGELES } SS

Marcela Aguayo, being duly sworn, says:

That she is Legal Ad Mgr. of the Gardena Valley News, #192381, a weekly newspaper of general circulation, printed and published in Gardena, LOS ANGELES County, California; that the publication, a copy of which is attached hereto, was published in the said newspaper on

February 18, 2016, February 25, 2016

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Marcela Aguayo

Legal Ad Mgr.

Subscribed to and sworn to me this 25th day of February 2016.

, GARDENA VALLEY NEWS, LOS ANGELES County,

00004357 00039468

GV-CITY OF GARDENA
1700 WEST 162ND STREET
GARDENA, CA 90247-3778

CITY OF GARDENA
NOTICE OF PUBLIC HEARING

PUBLIC NOTICE IS HEREBY GIVEN THAT the City Council of the City of Gardena will conduct a public hearing to consider the adoption of a resolution revising fees for various services and permits. The City charges fees for services and permits and said fee revisions will be presented to the City Council in the form of a resolution in conjunction with the public hearing. The resolution shall adopt and set the fees for certain City services and permits.

The public hearing will be held on Tuesday, March 8, 2016, commencing at 7:30 p.m. in the City Council Chambers of City Hall, 1700 W. 162nd Street, Gardena.

The proposed resolution and data on which the proposed fees are based are available for public review in the Office of the City Clerk, located in Room 106 at City Hall.

All persons interested in the proposed fee resolution may appear before the City Council at said public hearing and present any testimony or evidence they may wish to offer.

If you challenge the nature of the proposed actions in court, you will be limited to raising only those issues you or someone else raises at the public hearing described in this notice, or in written correspondence delivered to the Gardena City Council at, or prior to, the public hearing. This notice is dated this 11th day of February 2016.
Gardena Valley News-2/18,25/2016-39468

RESOLUTION NO. 6215

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA ADOPTING NEW FEE SCHEDULES FOR SERVICES AND FOR FACILITY RENTALS IN THE CITY OF GARDENA AND RESCINDING RESOLUTION NO. 5194

WHEREAS, the City of Gardena performs services for the benefit of a limited number of persons to whom such services are of value; and

WHEREAS, the City of Gardena is authorized to charge fees for services provided that the amount charged does not exceed the actual cost to the City in providing services; and

WHEREAS, the cost of such services should be borne by those who are the special beneficiaries rather than the citizenry-at-large; and

WHEREAS, in 2011, the City Council adopted Resolution No. 5194 establishing a comprehensive fee schedule; and

WHEREAS, Resolution No. 5194 recommended that the fees be reexamined every three years; and

WHEREAS, the City has completed an analysis of all City fees and has determined that current charges are insufficient to cover all of the costs associated with provided such services; and

WHEREAS, the City also desires to raise its rentals rates for certain City-owned facilities; and

WHEREAS, on March 8, 2016, the City Council held a duly noticed public hearing on the attached fees, which hearing was noticed in accordance with Government Code section 6062a;

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

SECTION 1. SERVICE FEES

A. The City Council hereby adopts the Service Fees set forth in Exhibit A, attached hereto and incorporated herein by reference.

B. Based on the back-up information provided with the staff report, which includes the details of fees, the benefit spreadsheets and the total department cost spreadsheets, the City Council finds that the fees attached hereto as Exhibit A, including the annual fee increases scheduled through May 7, 2020, do not exceed the reasonable cost of providing the listed services and in fact, in a majority of cases, are lower than the actual costs.

C. Resolution No. 5194 is hereby rescinded effective May 7, 2016, and the fees set forth in Exhibit A shall thereupon supersede all previously enacted fees covering the same services, regardless of whether such fees are set forth in Resolution No. 5194.

D. The fee increases scheduled to be effective May 7, 2017, and each year thereafter with the last increase occurring May 7, 2020, are designed to increase the fees to be more in line with the current cost of providing these services.

E. The fees set forth in Exhibit A shall take effect at the times set forth on Exhibit A.

SECTION 2. FACILITY RENTAL FEES

A. The City Council hereby adopts the Facility Rental Fees set forth in Exhibit B, attached hereto and incorporated herein by reference.

B. The fees set forth in Exhibit B shall supersede all previously enacted facility rental fees.

C. The fees set forth in Exhibit B shall take effect 60 days from the date of adoption of this Resolution.

D. The fees set forth in Exhibit B will be reviewed on an annual basis and only increased upon future Council Approval.

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 8th day of March 2016.

PAUL K. TANAKA, Mayor

ATTEST:

MINA SEMEMZA, City Clerk

APPROVED AS TO FORM:

PETER L. WALLIN, City Attorney

RESOLUTION NO. 5194 000178

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA ADOPTING NEW FEE SCHEDULES FOR SERVICES AND FOR FACILITY RENTALS IN THE CITY OF GARDENA AND RESCINDING RESOLUTION NO. 4884

WHEREAS, the City of Gardena performs services for the benefit of a limited number of persons to whom such services are of value; and

WHEREAS, the City of Gardena is authorized to charge fees for services provided that the amount charged does not exceed the actual cost to the City in providing services; and

WHEREAS, the cost of such services should be borne by those who are the special beneficiaries rather than the citizenry-at-large; and

WHEREAS, in 2005 the City Council adopted Resolution No. 4884 establishing a comprehensive fee schedule; and

WHEREAS, Resolution No. 4884 recommended that the fees be reexamined every three years; and

WHEREAS, the City has completed an analysis of all City fees and has determined that current charges are insufficient to cover all of the costs associated with provided such services; and

WHEREAS, the City also desires to raise its rental rates for certain City-owned facilities; and

WHEREAS, on May 10, 2011, the City Council held a duly noticed public hearing on the attached fees, which hearing was noticed in accordance with Government Code section 6062a;

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

SECTION 1. SERVICE FEES.

A. The City Council hereby adopts the Service Fees set forth in Exhibit A, attached hereto and incorporated herein by reference.

B. Based on the back-up information provided with the staff report, which includes the details of fees, the benefit spread sheets and the total department cost spread sheets, the City Council finds that the fees attached hereto as Exhibit A do not exceed

the reasonable cost of providing the listed services and in fact, in a number of cases, are lower than the actual costs.

C. Resolution No. 4884 is hereby rescinded and the fees set forth in Exhibit A shall supersede all previously enacted fees covering the same services, regardless of whether such fees are set forth in Resolution No. 4884.

D. The fees set forth in Exhibit A shall take effect 60 days from the adoption of this Resolution.

SECTION 2. FACILITY RENTAL FEES.

A. The City Council hereby adopts the Facility Rental Fees set forth in Exhibit B, attached hereto and incorporated herein by reference.

B. The fees set forth in Exhibit B shall supersede all previously enacted facility rentals fees.

C. The fees set forth in Exhibit B shall take effect 60 days from the date of adoption of this Resolution.

SECTION 3.

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 10th day of May, 2011.

Paul K. Tanaka
PAUL K. TANAKA, Mayor

ATTEST:
Maria Elena Marquez-Brookes
MARIA E. MARQUEZ-BROOKES, City Clerk

APPROVED AS TO FORM:
Peter L. Wallin, City Attorney

Attachments:
Exhibit A – Service Fee Schedule
Exhibit B – Rental Facilities Fee Schedule

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
1	All Departments - General	Documents - Faxed Per Page	$0.10	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10
2	All Departments - General	Documents - Mailed Special @ Actual Cost	Actual Cost	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost
3	All Departments - General	Documents - Mailed Standard @ Actual Cost	Actual Cost	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost
4	All Departments - General	Duplication - Audio/Visual per CD, DVD, Non-PRA	$0.50 + Actual Cost	$.50 + actual cost	0.00%	$.50 + actual cost	0.00%	$.50 + actual cost	0.00%	$.50 + actual cost	0.00%	$.50 + actual cost
5	All Departments - General	Duplication - Audio/Visual per CD, DVD, PRA	$0.50	$0.50	0.00%	$0.50	0.00%	$0.50	0.00%	$0.50	0.00%	$0.50
6	All Departments - General	Outside Reproduction - Misc	Actual Cost	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost
7	All Departments - General	Photocopies Per Page - Color, 8.5 x 11	$0.15	$0.15	0.00%	$0.15	0.00%	$0.15	0.00%	$0.15	0.00%	$0.15
8	All Departments - General	Photocopies Per Page - Special Paper	$0.15	$0.15	0.00%	$0.15	0.00%	$0.15	0.00%	$0.15	0.00%	$0.15
9	All Departments - General	Photocopies Per Page - Standard, 8.5 x 11	$0.10	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10
10	All Departments - General	Scanning Fee - 11 x 17, 22 x 34 B/W, Color	$0.95	$0.95	0.00%	$0.95	0.00%	$0.95	0.00%	$0.95	0.00%	$0.95
11	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 B/W	$1.65	$1.65	0.00%	$1.65	0.00%	$1.65	0.00%	$1.65	0.00%	$1.65
12	All Departments - General	Scanning Fee - 24 x 34 - 36, 36 x 48 Color	$3.00	$3.00	0.00%	$3.00	0.00%	$3.00	0.00%	$3.00	0.00%	$3.00
13	All Departments - General	Scanning Fee - 8 1/2 x 11 B/W	$0.10	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10	0.00%	$0.10
14	All Departments - General	Scanning Fee - 8 1/2 x 11 Color	$0.25	$0.25	0.00%	$0.25	0.00%	$0.25	0.00%	$0.25	0.00%	$0.25
15	All Departments - General	Scanning Fee - Admin	$10.00	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00
16	All Departments - General	Scanning Fee - Bigger than 36 x 48, B/W	$1.90	$1.90	0.00%	$1.90	0.00%	$1.90	0.00%	$1.90	0.00%	$1.90
17	All Departments - General	Scanning Fee - Certified Plans	$6.00	$6.00	0.00%	$6.00	0.00%	$6.00	0.00%	$6.00	0.00%	$6.00
18	All Departments - General	Scanning Fee - Duplicate CD Disk	$15.00	$15.00	0.00%	$15.00	0.00%	$15.00	0.00%	$15.00	0.00%	$15.00
19	All Departments - General	Scanning Fee - Microfiche 16mm	$0.25	$0.25	0.00%	$0.25	0.00%	$0.25	0.00%	$0.25	0.00%	$0.25
20	All Departments - General	Scanning Fee - Microfiche 35mm	$0.50	$0.50	0.00%	$0.50	0.00%	$0.50	0.00%	$0.50	0.00%	$0.50
21	All Departments - General	Scanning Fee - Special Scanning	Actual Cost	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost	0.00%	Actual Cost
22	Animal Control	Animal License - Altered Cat	$5.00	$5.00	0.00%	$5.00	0.00%	$5.00	0.00%	$5.00	0.00%	$5.00
23	Animal Control	Animal License - Altered Dog	$20.00	$20.00	0.00%	$20.00	0.00%	$20.00	0.00%	$20.00	0.00%	$20.00
24	Animal Control	Animal License - Penalty Fee	$20.00	$20.00	0.00%	$20.00	0.00%	$20.00	0.00%	$20.00	0.00%	$20.00
25	Animal Control	Animal License - Altered Cat, Senior Rate[5]	$0.00	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
26	Animal Control	Animal License - Altered Dog, Senior Rate[5]	$7.50	$7.50	0.00%	$7.50	0.00%	$7.50	0.00%	$7.50	0.00%	$7.50
27	Animal Control	Animal License - Un-Altered Cat	$10.00	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00
28	Animal Control	Animal License - Un-Altered Dog	$40.00	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00
29	City Clerk	Document Certification	$33.00	$32.00	0.00%	$32.00	7.00%	$32.00	0.00%	$32.00	7.00%	$32.00
30	City Clerk	Document Copy - City Council Minutes (Annual - All Meetings)	$24.00	$24.00	0.00%	$24.00	7.00%	$24.00	0.00%	$24.00	7.00%	$24.00
31	City Clerk	Document Copy - Microfilm Records	$19.00	$19.00	0.00%	$19.00	0.00%	$19.00	0.00%	$19.00	0.00%	$19.00
32	City Clerk	Document Search - Archived Records (Non - PRA)	$19.00	$21.00	0.00%	$21.00	7.00%	$21.00	0.00%	$21.00	7.00%	$21.00
33	City Clerk	Lobbyist - Late Fee (Penalty)	$22.00	$24.00	0.00%	$24.00	7.00%	$24.00	0.00%	$24.00	7.00%	$24.00
34	City Clerk	Lobbyist - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$22.00	$24.00	0.00%	$24.00	7.00%	$24.00	0.00%	$24.00	7.00%	$24.00
35	City Clerk	Lobbyist Employer, Lobbying Firm - Late Fee (Penalty)	$32.00	$33.00	0.00%	$33.00	7.00%	$33.00	0.00%	$33.00	7.00%	$33.00
36	City Clerk	Lobbyist Employer, Lobbying Firm - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$32.00	$33.00	0.00%	$33.00	7.00%	$33.00	0.00%	$33.00	7.00%	$33.00
37	City Clerk	Notary Services	$19.00	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00	0.00%	$10.00
38	City Treasurer	Non-Sufficient Funds Check Fee	$25.00	1st is $25/ Subsequent is $35 per Occurrence	0.00%	1st is $25/ Subsequent is $35 per Occurrence	0.00%	1st is $25/ Subsequent is $35 per Occurrence	0.00%	1st is $25/ Subsequent is $35 per Occurrence	0.00%	1st is $25/ Subsequent is $35 per Occurrence
39	Community Development	Addt'l Square Footage Plan Check - Administration Fee	$156.00	$121.00	7.00%	$129.00	7.00%	$138.00	7.00%	$148.00	7.00%	$158.00
40	Community Development	Affidavid for Duplication of Plans	n/a	$150.00	0.00%	$150.00	0.00%	$150.00	0.00%	$150.00	0.00%	$150.00
41	Community Development	Appeal of CD Director Decisions to Planning Commission	$491.00	$706.00	7.00%	$755.00	7.00%	$808.00	7.00%	$865.00	7.00%	$926.00
42	Community Development	Building Construction Without Permit	n/a	Same as Building Permit		Same as Building Permit		Same as Building Permit		Same as Building Permit		Same as Building Permit
43	Community Development	Building Permit - Non-Residential ReRoof	75% of Building Permit	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit
44	Community Development	Building Permit Issuance Fee	$34.00	$40.00	7.00%	$43.00	7.00%	$46.00	7.00%	$49.00	7.00%	$52.00
45	Community Development	Building Permit Re-Issuance Fee	$42.00	$40.00	7.00%	$43.00	7.00%	$46.00	7.00%	$49.00	7.00%	$52.00
46	Community Development	Building Permit Re-Issuance Inspection Fee	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
47	Community Development	Building Plan Check Fee	75% of Building Permit	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit	0.00%	75% of Building Permit
48	Community Development	Building Plan Check Fee - Title 24, Part 6, Part 11 & Energy	90% of Building Permit Fee	90% of Building Permit Fee	0.00%	90% of Building Permit Fee	0.00%	90% of Building Permit Fee	0.00%	90% of Building Permit Fee	0.00%	90% of Building Permit Fee
49	Community Development	**Building/Grading/Demolition:**										
50	Community Development	~up to $500 valuation	$31.00	$34.00	0.00%	$34.00	0.00%	$34.00	0.00%	$34.00	0.00%	$34.00

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
51	Community Development	~$501 - $2,000 valuation	$31.00 + $3.05 per $100 valuation	$34 + $3.75 / $100 valuation	0.00%	$34 + $3.75 / $100 valuation	0.00%	$34 + $3.75 / $100 valuation	0.00%	$34 + $3.75 / $100 valuation	0.00%	$34 + $3.75 / $100 valuation
52	Community Development	~$2,001 - $25,000 valuation	$76.75 + $18 / $1000 valuation	$90.25 + $18 / $1,000 valuation	0.00%	$90.25 + $18 / $1,000 valuation	0.00%	$90.25 + $18 / $1,000 valuation	0.00%	$90.25 + $18 / $1,000 valuation	0.00%	$90.25 + $18 / $1,000 valuation
53	Community Development	~$25,001 - $50,000 valuation	$490.75 + $10.40 / $1000 valuation	$504.25 + $12.50 / $1,000 valuation	0.00%	$504.25 + $12.50 / $1,000 valuation	0.00%	$504.25 + $12.50 / $1,000 valuation	0.00%	$504.25 + $12.50 / $1,000 valuation	0.00%	$504.25 + $12.50 / $1,000 valuation
54	Community Development	~$50,001 - $100,000 valuation	$750.75 + $7.20 / $1000 valuation	$816.75 + $9 / $1,000 valuation	0.00%	$816.75 + $9 / $1,000 valuation	0.00%	$816.75 + $9 / $1,000 valuation	0.00%	$816.75 + $9 / $1,000 valuation	0.00%	$816.75 + $9 / $1,000 valuation
55	Community Development	~$100,001 - $500,000 valuation	$1,110.75 + $5.85 / $1000 valuation	$1,266.75 + $6.25 / $1,000 valuation	0.00%	$1,266.75 + $6.25 / $1,000 valuation	0.00%	$1,266.75 + $6.25 / $1,000 valuation	0.00%	$1,266.75 + $6.25 / $1,000 valuation	0.00%	$1,266.75 + $6.25 / $1,000 valuation
56	Community Development	~$500,001 and up	$3,450.75 + $4.75 / $1000 valuation	$3,766.75 + $5 / $1,000 valuation	0.00%	$3,766.75 + $5 / $1,000 valuation	0.00%	$3,766.75 + $5 / $1,000 valuation	0.00%	$3,766.75 + $5 / $1,000 valuation	0.00%	$3,766.75 + $5 / $1,000 valuation
57	Community Development	Business License Application Storage (Scanning) Fee	$9.00	$24.00	7.00%	$26.00	7.00%	$28.00	7.00%	$30.00	7.00%	$32.00
58	Community Development	Business License Certificate of Occupancy	$164.00	$163.00	7.00%	$174.00	7.00%	$186.00	7.00%	$199.00	7.00%	$213.00
59	Community Development	Business License Duplication Fee	$11.00	$11.00	7.00%	$12.00	7.00%	$13.00	7.00%	$14.00	7.00%	$15.00
60	Community Development	Business License Fire Inspection: 0 - 5,000 sq ft	$54.00	$73.00	0.00%	$73.00	0.00%	$73.00	0.00%	$73.00	0.00%	$73.00
61	Community Development	Business License Fire Inspection: 5,001 - 10,000 sq ft	$108.00	$110.00	0.00%	$110.00	0.00%	$110.00	0.00%	$110.00	0.00%	$110.00
62	Community Development	Business License Fire Inspection: 10,001 - 15,000 sq ft	$108.00	$147.00	0.00%	$147.00	0.00%	$147.00	0.00%	$147.00	0.00%	$147.00
63	Community Development	Business License Fire Inspection: 15,001 sq ft or more	$215.00	$295.00	0.00%	$295.00	0.00%	$295.00	0.00%	$295.00	0.00%	$295.00
64	Community Development	Business License Inspection Fee	$81.00	$85.00	7.00%	$91.00	7.00%	$97.00	7.00%	$104.00	7.00%	$111.00
65	Community Development	Business Registration Fee	$18.00	$18.00	7.00%	$19.00	7.00%	$20.00	7.00%	$21.00	7.00%	$22.00
66	Community Development	Certificate of Exemption	$118 + Actual Cost	$175 + Actual Cost	0.00%	$175 + Actual Cost	7.00%	$187 + Actual Cost	0.00%	$187 + Actual Cost	7.00%	$200 + Actual Cost
67	Community Development	Change of Contractor	n/a	Same as Permit Issuance Fee		Same as Permit Issuance Fee		Same as Permit Issuance Fee		Same as Permit Issuance Fee		Same as Permit Issuance Fee
68	Community Development	Construction & Demolition - Admin Fee (Valuation)										
		~Under $49,999	$0.00	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
		~$50,000-$500,000	$500 + $1 / $100 in valuation	$500 + $1 / $100 in valuation	0.00%	$500 + $1 / $100 in valuation	0.00%	$500 + $1 / $100 in valuation	0.00%	$500 + $1 / $100 in valuation	0.00%	$500 + $1 / $100 in valuation
		`$500,001 and above	$5,000.00	$5,000.00	0.00%	$5,000.00	0.00%	$5,000.00	0.00%	$5,000.00	0.00%	$5,000.00
69	Community Development	Copy of Certificate of Occupancy	$24.00	$21.00	7.00%	$22.00	7.00%	$24.00	7.00%	$26.00	7.00%	$28.00
70	Community Development	Data Extract - Expanded (Hourly Rate[2])	$53 / Hour	$47 / Hour	0.00%	$47 / Hour	0.00%	$47 / Hour	0.00%	$47 / Hour	0.00%	$47 / Hour
71	Community Development	Data Extract - Full	$31.00	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00
72	Community Development	Data Extract - Single	$31.00	$15.00	0.00%	$15.00	0.00%	$15.00	0.00%	$15.00	0.00%	$15.00
73	Community Development	EIR	$283 + Actual Cost	$350 + Actual Cost	7.00%	$350 + Actual Cost	7.00%	$375 + Actual Cost	0.00%	$375 + Actual Cost	7.00%	$400 + Actual Cost
74	Community Development	Electrical Permit - Branch Circuits - 1st (Commercial)	n/a	$47.00	0.00%	$47.00	0.00%	$47.00	0.00%	$47.00	0.00%	$47.00
75	Community Development	Electrical Permit - Branch Circuits - Each Addt'l (Commercial)	n/a	$24.00	0.00%	$24.00	0.00%	$24.00	0.00%	$24.00	0.00%	$24.00
76	Community Development	Electrical Permit - Branch Circuits (Residential)	n/a	$24.00	0.00%	$24.00	0.00%	$24.00	0.00%	$24.00	0.00%	$24.00
77	Community Development	Electrical Permit - Investigation Fee	$103.00	$80.00	7.00%	$86.00	7.00%	$92.00	7.00%	$98.00	7.00%	$105.00
78	Community Development	Electrical Permit - Issuance fee	$34.00	$40.00	7.00%	$43.00	7.00%	$46.00	7.00%	$49.00	7.00%	$52.00
79	Community Development	Electrical Permit - Light Standard (1)	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
80	Community Development	Electrical Permit - Light Standards (Each Addt'l. Light Fixture)	$12.00	$12.00	7.00%	$13.00	7.00%	$14.00	7.00%	$15.00	7.00%	$16.00
81	Community Development	Electrical Permit - Misc Level 1	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
82	Community Development	Electrical Permit - Misc Level 2	$47.00	$54.00	7.00%	$58.00	7.00%	$62.00	7.00%	$66.00	7.00%	$71.00
83	Community Development	Electrical Permit - Misc Level 3 (Hourly Rate[2])	$66 / Hour	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour
84	Community Development	**Electrical Permit - Motors**										
85	Community Development	~up to 5 HP	$12.00	$18.00	7.00%	$19.00	7.00%	$20.00	7.00%	$21.00	7.00%	$22.00
86	Community Development	~5.1 HP - 20 HP	$12.00	$18.00	7.00%	$19.00	7.00%	$20.00	7.00%	$21.00	7.00%	$22.00
87	Community Development	~20.1 HP - 50 HP	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
88	Community Development	~50.1 HP - 100 HP	$36.00	$54.00	7.00%	$58.00	7.00%	$62.00	7.00%	$66.00	7.00%	$71.00
89	Community Development	~Over 100 HP	$71.00	$108.00	7.00%	$116.00	7.00%	$124.00	7.00%	$133.00	7.00%	$142.00
90	Community Development	Electrical Permit - Plan Check Fee (Hourly Rate[2])	$82 / Hour	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
91	Community Development	Electrical Permit - Plan Check Fee	75% of Electrical	85% of Electrical Permit	0.00%	85% of Electrical Permit	0.00%	85% of Electrical Permit	0.00%	85% of Electrical Permit	0.00%	85% of Electrical Permit
92	Community Development	Electrical Permit - Receptacles/Switches/Outlets (5 or less)	n/a	$4.80	0.00%	$4.80	0.00%	$4.80	0.00%	$4.80	0.00%	$4.80
93	Community Development	Electrical Permit - Receptacles/Switches/Outlets (Each Addt'l)	n/a	$2.50	0.00%	$2.50	0.00%	$2.50	0.00%	$2.50	0.00%	$2.50
94	Community Development	**Electrical Permit - Service**										
95	Community Development	~up to 200 A	$16.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
96	Community Development	~201-400 A	$24.00	$54.00	0.00%	$54.00	7.00%	$58.00	0.00%	$58.00	7.00%	$62.00
97	Community Development	~401-1,200 A	$36.00	$72.00	0.00%	$72.00	7.00%	$77.00	0.00%	$77.00	7.00%	$82.00
98	Community Development	~Over 1200 A	$95.00	$108.00	0.00%	$108.00	7.00%	$116.00	0.00%	$116.00	7.00%	$124.00
99	Community Development	~Each Addt'l Meter Over One	$8.00	$10.00	7.00%	$11.00	7.00%	$12.00	7.00%	$13.00	7.00%	$14.00
100	Community Development	~Panel Boards - New or Additional	$19.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
101	Community Development	~Temp Service	$47.00	$72.00	0.00%	$72.00	7.00%	$77.00	0.00%	$77.00	7.00%	$82.00
102	Community Development	**Electrical Permit - Sign**						$0.00		$0.00		
103	Community Development	~Alternating Signs or Sign Wiring	$16.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
104	Community Development	~Each Additional Transformer or Ballast Over One	$8.00	$12.00	0.00%	$12.00	7.00%	$13.00	0.00%	$13.00	7.00%	$14.00
105	Community Development	~Sign	$16.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
106	Community Development	~Time Clock	$8.00	$12.00	0.00%	$12.00	7.00%	$13.00	0.00%	$13.00	7.00%	$14.00
107	Community Development	**Electrical Permit - Solar Panels**						$0.00		$0.00		
108	Community Development	~Residential - 15kW or less	$47.00	$72.00	7.00%	$77.00	7.00%	$82.00	7.00%	$88.00	7.00%	$94.00
109	Community Development	~Residential - More than 15kW	n/a	$72 + $15 per kW above 15kW		$77 + $15 per kW above 15kW		$82 + $15 per kW above 15kW		$88 + $15 per kW above 15kW		$94 + $15 per kW above 15kW
110	Community Development	~Commercial - 50kW or less	$47.00	$72.00	7.00%	$77.00	7.00%	$82.00	7.00%	$88.00	7.00%	$94.00
111	Community Development	~Commercial - 50kW - 250kW	n/a	$72 + $7 per kW above 50kW		$77 + $7 per kW above 50kW		$82 + $7 per kW above 50kW		$88 + $7 per kW above 50kW		$94 + $7 per kW above 50kW
112	Community Development	~Commercial - More than 250kW	n/a	$1,472 + $5 per kW above 250kW		$1,477 + $5 per kW above 250kW		$1,482 + $5 per kW above 250kW		$1,488 + $5 per kW above 250kW		$1,494 + $5 per kW above 250kW
113	Community Development	Electrical Permit - Temporary Power Pole (per pole)	$19.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
114	Community Development	Electrical Permit - Violation	n/a	Same as Electrical Permit Issuance Fee		Same as Electrical Permit Issuance Fee		Same as Electrical Permit Issuance Fee		Same as Electrical Permit Issuance Fee		Same as Electrical Permit Issuance Fee
115	Community Development	Energy Plan Check - Level 1 (5 forms or less)	n/a	15% of the original permit fee	0.00%	15% of the original permit fee	0.00%	15% of the original permit fee	0.00%	15% of the original permit fee	0.00%	15% of the original permit fee
116	Community Development	Energy Plan Check - Level 2 (more than 5 forms)	n/a	20% of the original permit fee	0.00%	20% of the original permit fee	0.00%	20% of the original permit fee	0.00%	20% of the original permit fee	0.00%	20% of the original permit fee
117	Community Development	Expired/Renewal Permit	Same as Original Permit Fee	Same as Original Permit Fee	0.00%	Same as Original Permit Fee	0.00%	Same as Original Permit Fee	0.00%	Same as Original Permit Fee	0.00%	Same as Original Permit Fee
118	Community Development	Job Fee	n/a	$1 per $1,000 of the total of building contract	0.00%	$1 per $1,000 of the total of building contract	0.00%	$1 per $1,000 of the total of building contract	0.00%	$1 per $1,000 of the total of building contract	0.00%	$1 per $1,000 of the total of building contract
119	Community Development	Home Occupation Permit	$73.00	$70.00	7.00%	$75.00	7.00%	$80.00	7.00%	$86.00	7.00%	$92.00
120	Community Development	Map Duplication 11 x 17	$19.00	$19.00	0.00%	$19.00	0.00%	$19.00	0.00%	$19.00	0.00%	$19.00
121	Community Development	Map Duplication 24 x 36	$46.00	$46.00	0.00%	$46.00	0.00%	$46.00	0.00%	$46.00	0.00%	$46.00
122	Community Development	Map Duplication 8 1/2 x 11	$14.00	$14.00	0.00%	$14.00	0.00%	$14.00	0.00%	$14.00	0.00%	$14.00
123	Community Development	Mechanical Permit - Air Handling Units	$16.00	$24.00	7.00%	$26.00	7.00%	$28.00	7.00%	$30.00	7.00%	$32.00
124	Community Development	Mechanical Permit - Appliance Vent	$12.00	$24.00	7.00%	$26.00	7.00%	$28.00	7.00%	$30.00	7.00%	$32.00
125	Community Development	**Mechanical Permit - Boiler Compressor/Air Conditioner**						$0.00		$0.00		
126	Community Development	~up to 3 HP, 100,000 BTU	$24.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
127	Community Development	~up to 3HP - 15HP	$36.00	$54.00	0.00%	$54.00	7.00%	$58.00	0.00%	$58.00	7.00%	$62.00
128	Community Development	~up to 15 HP - 50 HP	$47.00	$72.00	0.00%	$72.00	7.00%	$77.00	0.00%	$77.00	7.00%	$82.00
129	Community Development	~over 50 HP	$95.00	$140.00	0.00%	$140.00	7.00%	$150.00	0.00%	$150.00	7.00%	$161.00
130	Community Development	Mechanical Permit - Commercial Incinerator	$47.00	$72.00	0.00%	$72.00	7.00%	$77.00	0.00%	$77.00	7.00%	$82.00
131	Community Development	Mechanical Permit - Evaporative Cooler	$16.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
132	Community Development	Mechanical Permit - Exhaust Hood/Fireplace	$36.00	$54.00	0.00%	$54.00	7.00%	$58.00	0.00%	$58.00	7.00%	$62.00
133	Community Development	Mechanical Permit - Forced Air/Heater (10,000 BTU and Over)	$36.00	$54.00	0.00%	$54.00	7.00%	$58.00	0.00%	$58.00	0.00%	$58.00
134	Community Development	Mechanical Permit - Forced Air/Heater (Up to 10,000 BTU)	$19.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
135	Community Development	Mechanical Permit - Heaters (Suspended/Wall/Floor)	$12.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
136	Community Development	Mechanical Permit - Issuance Fee	$34.00	$40.00	7.00%	$43.00	7.00%	$46.00	7.00%	$49.00	7.00%	$52.00
137	Community Development	Mechanical Permit - Misc. Level 1	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
138	Community Development	Mechanical Permit - Misc. Level 2	$47.00	$54.00	7.00%	$58.00	7.00%	$62.00	7.00%	$66.00	7.00%	$71.00
139	Community Development	Mechanical Permit - Misc. Level 3 (Hourly Rate[2])	$66/ Hour	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour
140	Community Development	Mechanical Permit - Other Mechanical Equipment[6]	n/a	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
141	Community Development	Mechanical Permit - Plan Check Fee (Hourly Rate[2])	$82 / Hour	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
142	Community Development	Mechanical Permit - Plan Check Fee	75% of Mechanical Permit	85% of Mechanical Permit		85% of Mechanical Permit		85% of Mechanical Permit		85% of Mechanical Permit		85% of Mechanical Permit
143	Community Development	Mechanical Permit - Repair - Heating/Refrigeration	$24.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
144	Community Development	Mechanical Permit - Vent Fan	$8.00	$18.00	0.00%	$18.00	7.00%	$19.00	0.00%	$19.00	7.00%	$20.00
145	Community Development	Mechanical Permit - Violation	n/a	Same as Mechanical Permit Issuance Fee		Same as Mechanical Permit Issuance Fee		Same as Mechanical Permit Issuance Fee		Same as Mechanical Permit Issuance Fee		Same as Mechanical Permit Issuance Fee
146	Community Development	Mitigated Negative Declaration	$283 + Actual Cost	$350 + Actual Cost	0.00%	$350 + Actual Cost	7.00%	$375 + Actual Cost	0.00%	$375 + Actual Cost	7.00%	$400 + Actual Cost
147	Community Development	Mitigation/Cond/ Monitoring Compl Fee	$350.00	$324.00	7.00%	$347.00	7.00%	$371.00	7.00%	$397.00	7.00%	$425.00
148	Community Development	Negative Declaration	$283 + Actual Cost	$350 + Actual Cost	0.00%	$350 + Actual Cost	7.00%	$375 + Actual Cost	0.00%	$375 + Actual Cost	7.00%	$400 + Actual Cost
149	Community Development	Over the Counter Plan Check Fee - Level 1	$35.00	$48.00	7.00%	$51.00	7.00%	$55.00	7.00%	$59.00	7.00%	$63.00
150	Community Development	Over the Counter Plan Check Fee - Level 2	$62.00	$74.00	7.00%	$79.00	7.00%	$84.00	7.00%	$90.00	7.00%	$96.00
151	Community Development	Over the Counter Plan Check Fee - Level 3 (Hourly Rate[2])	$75 / Hour	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour
152	Community Development	Plan Check Fee - Each Review Over 2 (Hourly Rate[2])	$82 / Hour	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
153	Community Development	Plan Check Fee - Expedited (not applicable to over the counter plan check)	Addt'l 100% of Original Plan Check Fee	Addt'l 100% of Original Plan Check Fee		Addt'l 100% of Original Plan Check Fee		Addt'l 100% of Original Plan Check Fee		Addt'l 100% of Original Plan Check Fee		Addt'l 100% of Original Plan Check Fee
154	Community Development	Plan Check Fee - Extensive (Hourly Rate[2])	$82 / Hour	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
155	Community Development	Plan Check Fee - Revised Valuation	Fee Based on Actual Valuation	Fee Based on Actual Valuation		Fee Based on Actual Valuation		Fee Based on Actual Valuation		Fee Based on Actual Valuation		Fee Based on Actual Valuation
156	Community Development	Plumbing Permit - Gas Outlet	$12.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
157	Community Development	Plumbing Permit - Gas Outlet (Over 5 on One System)	$7.00	$7.00	0.00%	$7.00	7.00%	$7.00	0.00%	$7.00	7.00%	$7.00
158	Community Development	Plumbing Permit - Gas System	$16.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
159	Community Development	Plumbing Permit - General Appliance[4]	$12.00	$24.00	0.00%	$24.00	7.00%	$26.00	0.00%	$26.00	7.00%	$28.00
160	Community Development	Plumbing Permit - House Sewer (New or Additional)	$24.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
161	Community Development	Plumbing Permit - Interceptor Trap	$47.00	$54.00	0.00%	$54.00	7.00%	$58.00	0.00%	$58.00	7.00%	$62.00
162	Community Development	Plumbing Permit - Issuance Fee	$34.00	$40.00	7.00%	$43.00	7.00%	$46.00	7.00%	$49.00	7.00%	$52.00
163	Community Development	Plumbing Permit - Misc Level 1	$24.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
164	Community Development	Plumbing Permit - Misc Level 2	$47.00	$54.00	7.00%	$58.00	7.00%	$62.00	7.00%	$66.00	7.00%	$71.00
165	Community Development	Plumbing Permit - Misc Level 3 (Hourly Rate[2])	$66 / Hour	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour	0.00%	$72 / Hour
166	Community Development	Plumbing Permit - Plan Check Fee (Hourly Rate[2])	$82 / Hour	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
167	Community Development	Plumbing Permit - Sewer Cap	$122.00	$111.00	7.00%	$119.00	7.00%	$127.00	7.00%	$136.00	7.00%	$146.00
168	Community Development	Plumbing Permit - Sewer Capping of Backfill (private system) - Bond Required	$24.00	$36.00	0.00%	$36.00	7.00%	$39.00	0.00%	$39.00	7.00%	$42.00
169	Community Development	Plumbing Permit - Swimming Pool - (Public or Semi-Public) - each	$47.00	$54.00	7.00%	$58.00	7.00%	$62.00	7.00%	$66.00	7.00%	$71.00
170	Community Development	Plumbing Permit - Swimming Pool - Private	$36.00	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00	7.00%	$48.00
171	Community Development	Plumbing Permit - Violation	n/a	Same as Plumbing Permit Issuance Fee		Same as Plumbing Permit Issuance Fee		Same as Plumbing Permit Issuance Fee		Same as Plumbing Permit Issuance Fee		Same as Plumbing Permit Issuance Fee
172	Community Development	Plumbing Permit - Water system	$16.00	$24.00	0.00%	$24.00	7.00%	$26.00	7.00%	$28.00	7.00%	$30.00
173	Community Development	Plumbing Plan Check Fee	75% of Plumbing Permit	85% of Plumbing Permit		85% of Plumbing Permit		85% of Plumbing Permit		85% of Plumbing Permit		85% of Plumbing Permit
174	Community Development	Property Entitlement Research (Non-PRA)	$77.00	$77.00	0.00%	$77.00	0.00%	$77.00	0.00%	$77.00	0.00%	$77.00
175	Community Development	Public Noticing	n/a	$350.00	0.00%	$350.00	0.00%	$350.00	0.00%	$350.00	0.00%	$350.00
176	Community Development	Real Property Address Change (Residential)	$220.00	$157.00	7.00%	$168.00	7.00%	$180.00	7.00%	$193.00	7.00%	$207.00
177	Community Development	Real Property Address Change (Non-Residential)	$220.00	$220.00	7.00%	$235.00	7.00%	$251.00	7.00%	$269.00	7.00%	$288.00
178	Community Development	Request for Copy of Building Records	$84.00	$96.00	7.00%	$103.00	7.00%	$110.00	7.00%	$118.00	7.00%	$126.00
179	Community Development	Residential Impact Fee Analysis	Actual Cost	Actual Cost		Actual Cost		Actual Cost		Actual Cost		Actual Cost
180	Community Development	Restriping Parking Lots	$244.00	$200.00	7.00%	$214.00	7.00%	$229.00	7.00%	$245.00	7.00%	$262.00
181	Community Development	**SB 1473 - CA Building Standards**										
182	Community Development	~$1 - $25,000 Valuation	$1.00	$1.00	0.00%	$1.00	0.00%	$1.00	0.00%	$1.00	0.00%	$1.00
183	Community Development	~$25,001 - $50,000	$2.00	$2.00	0.00%	$2.00	0.00%	$2.00	0.00%	$2.00	0.00%	$2.00
184	Community Development	~$50,001 - $75,000	$3.00	$3.00	0.00%	$3.00	0.00%	$3.00	0.00%	$3.00	0.00%	$3.00
185	Community Development	~$75,001 - $100,000	$4.00	$4.00	0.00%	$4.00	0.00%	$4.00	0.00%	$4.00	0.00%	$4.00
186	Community Development	~Every $25,000 or Fraction Thereof Above $100,000	$1.00	$1.00	0.00%	$1.00	0.00%	$1.00	0.00%	$1.00	0.00%	$1.00
187	Community Development	**SMIP**										
188	Community Development	~Commercial	Valuation x 0.00028%	Valuation x 0.00028%	0.00%	Valuation x 0.00028%	0.00%	Valuation x 0.00028%	0.00%	Valuation x 0.00028%	0.00%	Valuation x 0.00028%
189	Community Development	~Residential	Valuation x 0.00013%	Valuation x 0.00013%	0.00%	Valuation x 0.00013%	0.00%	Valuation x 0.00013%	0.00%	Valuation x 0.00013%	0.00%	Valuation x 0.00013%

City of Gardena
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	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
190	Community Development	Special Inspection/Re-inspection - 4 hrs min (Hourly Rate[2])	Flat Fee of $127	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour	0.00%	$82 / Hour
191	Community Development	Temporary Banner Permit	$44.00	$34.00	7.00%	$36.00	7.00%	$39.00	7.00%	$42.00	7.00%	$45.00
192	Community Development	Truth in Sales - Interior	$68.00	$90.00	7.00%	$96.00	7.00%	$103.00	7.00%	$110.00	7.00%	$118.00
193	Community Development	Zoning Verification Letter	n/a	$57.00	0.00%	$57.00	0.00%	$57.00	0.00%	$57.00	0.00%	$57.00
194	Multi-Department	Adult Oriented Establishment Permit	$1,061.00	$1,319.00	7.00%	$1,411.00	7.00%	$1,510.00	7.00%	$1,616.00	7.00%	$1,729.00
195	Multi-Department	Amusement Arcade Establishment Permit	$489.00	$550.00	7.00%	$589.00	7.00%	$630.00	7.00%	$674.00	7.00%	$721.00
196	Multi-Department	Amusement Device Permit	$329.00	$375.00	7.00%	$401.00	7.00%	$429.00	7.00%	$459.00	7.00%	$491.00
197	Multi-Department	Annual Event Clean-Up	$154.00	$200.00	0.00%	$200.00	7.00%	$214.00	0.00%	$214.00	7.00%	$229.00
198	Multi-Department	Annual or Periodic Event Permit	$337.00	$343.00	7.00%	$367.00	7.00%	$393.00	7.00%	$421.00	7.00%	$450.00
199	Multi-Department	Appeal of City Manager Decisions/Staff Determination to City Council	$679.00	$750.00	7.00%	$803.00	7.00%	$859.00	7.00%	$919.00	7.00%	$983.00
200	Multi-Department	Appeal of Fireworks Permit Suspension	$270.00	$276.00	7.00%	$295.00	7.00%	$316.00	7.00%	$338.00	7.00%	$362.00
201	Multi-Department	Appeal of Planning Commission Decisions to City Council	$1,346.00	$1,571.00	7.00%	$1,681.00	7.00%	$1,799.00	7.00%	$1,925.00	7.00%	$2,060.00
202	Multi-Department	Appeal of Staff Determination to the City Manager	$452.00	$550.00	7.00%	$589.00	7.00%	$630.00	7.00%	$674.00	7.00%	$721.00
203	Multi-Department	Auction House Establishment Permit	$489.00	$550.00	7.00%	$589.00	7.00%	$630.00	7.00%	$674.00	7.00%	$721.00
204	Multi-Department	Auto Wrecking Establishment Permit	$616.00	$700.00	7.00%	$749.00	7.00%	$801.00	7.00%	$857.00	7.00%	$917.00
205	Multi-Department	Billiards/Poolroom Establishment Permit	$935.00	$1,000.00	0.00%	$1,000.00	7.00%	$1,070.00	7.00%	$1,145.00	7.00%	$1,225.00
206	Multi-Department	Billiards/Poolroom Establishment Permit - Renewal (Admin Approval)	$561.00	$750.00	0.00%	$750.00	0.00%	$750.00	0.00%	$750.00	0.00%	$750.00
207	Multi-Department	Bingo Permit	$728.00	$750.00	7.00%	$803.00	7.00%	$859.00	7.00%	$919.00	7.00%	$983.00
208	Multi-Department	Bingo Permit Renewal (Admin Approval)	$453.00	$500.00	0.00%	$500.00	0.00%	$500.00	0.00%	$500.00	0.00%	$500.00
209	Multi-Department	Block Party Permit	$75 + $100 Deposit	$100 + $100 Deposit	0.00%	$100 + $100 Deposit	0.00%	$100 + $100 Deposit	0.00%	$100 + $100 Deposit	0.00%	$100 + $100 Deposit
210	Multi-Department	Circus/Carnival Permit	$710.00	$800.00	0.00%	$800.00	7.00%	$856.00	0.00%	$856.00	7.00%	$916.00
211	Multi-Department	Conditional Use Permits/Var/Tentative Tract/Parcel Map/Site Plan Review/Modification/Encroachment/Vesting Tentative Map/Specific Plan Fee	$3,109.00	$3,480.00	7.00%	$3,724.00	7.00%	$3,985.00	7.00%	$4,264.00	7.00%	$4,562.00
212	Multi-Department	Curb Painting Permit	$749.00	$822.00	0.00%	$822.00	7.00%	$880.00	0.00%	$880.00	7.00%	$942.00
213	Multi-Department	Dance Hall Permit	$696.00	$800.00	0.00%	$800.00	7.00%	$856.00	0.00%	$856.00	7.00%	$916.00
214	Multi-Department	Dance Hall Permit - Renewal (Admin Approval)	$410.00	$410.00	0.00%	$410.00	7.00%	$439.00	0.00%	$439.00	7.00%	$470.00
215	Multi-Department	Dance Permit	$121.00	$125.00	0.00%	$125.00	0.00%	$125.00	0.00%	$125.00	0.00%	$125.00
216	Multi-Department	Easement Agreements/Document Reviews/CC&R's/Revised Maps	$335.00	$446.00	0.00%	$446.00	7.00%	$477.00	0.00%	$477.00	0.00%	$477.00
217	Multi-Department	Entertainment Permit	$1,096.00	$1,159.00	7.00%	$1,240.00	7.00%	$1,327.00	7.00%	$1,420.00	7.00%	$1,519.00
218	Multi-Department	Entertainment Permit - Renewal (Admin Approval)	$695.00	$750.00	7.00%	$803.00	7.00%	$859.00	7.00%	$919.00	7.00%	$983.00
219	Multi-Department	Entertainment/Event Day Use - Public Property (Determined by Dept Director)	$138.00	$138.00		$138.00		$138.00		$138.00		$138.00
220	Multi-Department	Extension of Time - Planning/Entitlements (CD Director's Approval)	$179.00	$195.00	7.00%	$209.00	7.00%	$224.00	7.00%	$240.00	7.00%	$257.00
221	Multi-Department	Extension of Time - Planning/Entitlements (Planning Commission Approval)	$363.00	$363.00	7.00%	$388.00	7.00%	$415.00	7.00%	$444.00	7.00%	$475.00
222	Multi-Department	Film Permit	$364.00	$400.00	7.00%	$428.00	7.00%	$458.00	7.00%	$490.00	7.00%	$524.00
223	Multi-Department	Film Permit - Expedited	n/a	Addt'l 50% of Film Permit	0.00%	Addt'l 50% of Film Permit	0.00%	Addt'l 50% of Film Permit	0.00%	Addt'l 50% of Film Permit	0.00%	Addt'l 50% of Film Permit
224	Multi-Department	Fireworks Permit and Safety Class	$469.00	$469.00	7.00%	$502.00	7.00%	$537.00	7.00%	$575.00	7.00%	$615.00
225	Multi-Department	Fireworks-Stand Removal	$235.00	$211.00	7.00%	$226.00	7.00%	$242.00	7.00%	$259.00	7.00%	$277.00
226	Multi-Department	Fortunetelling Permit	$489.00	$550.00	0.00%	$550.00	7.00%	$589.00	0.00%	$589.00	7.00%	$630.00
227	Multi-Department	Garage Sales	$30.00	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00
228	Multi-Department	Handbill Permit	$253.00	$300.00	0.00%	$300.00	7.00%	$321.00	0.00%	$321.00	7.00%	$343.00
229	Multi-Department	Junk Collector Permit	$514.00	$698.00	0.00%	$698.00	7.00%	$747.00	0.00%	$747.00	7.00%	$799.00
230	Multi-Department	Junk Dealer Permit	$514.00	$698.00	0.00%	$698.00	7.00%	$747.00	0.00%	$747.00	7.00%	$799.00
231	Multi-Department	Kennel Permit	$176.00	$200.00	0.00%	$200.00	7.00%	$214.00	0.00%	$214.00	7.00%	$229.00
232	Multi-Department	Lot Line Adjustment Parcel Map / Merger	$788.00	$976.00	0.00%	$976.00	7.00%	$1,044.00	0.00%	$1,044.00	7.00%	$1,117.00
233	Multi-Department	Massage - Certificate of Operation	n/a	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
234	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Denial)	n/a	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00
235	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Revocation)	n/a	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00
236	Multi-Department	Massage - Operator Permit - Appeal to CM (Denial)	n/a	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00
237	Multi-Department	Massage - Operator Permit - Appeal to CM (Revocation)	n/a	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00
238	Multi-Department	Massage - Work Permit - Appeal to CM (Denial)	n/a	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00	0.00%	$523.00

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
239	Multi-Department	Massage - Work Permit - Appeal to CM (Revocation)	n/a	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00	0.00%	$598.00
240	Multi-Department	Massage Establishment Permit	$580.00	$725.00	0.00%	$725.00	7.00%	$776.00	7.00%	$830.00	7.00%	$888.00
241	Multi-Department	Minor Variance Permit/Administrative Adjustment	n/a	$1,118.00	7.00%	$1,196.00	7.00%	$1,280.00	7.00%	$1,370.00	7.00%	$1,466.00
242	Multi-Department	Non-Profit Solicitation Permit	$75.00	$75.00	0.00%	$75.00	0.00%	$75.00	0.00%	$75.00	0.00%	$75.00
243	Multi-Department	Pawnbroker Permit	$526.00	$526.00	7.00%	$563.00	7.00%	$602.00	7.00%	$644.00	7.00%	$689.00
244	Multi-Department	Peddler Permit	$316.00	$375.00	7.00%	$401.00	7.00%	$429.00	7.00%	$459.00	7.00%	$491.00
245	Multi-Department	Playground - Private Permit	$489.00	$598.00	0.00%	$598.00	7.00%	$640.00	0.00%	$640.00	7.00%	$685.00
246	Multi-Department	Pre-submittal Review[3]	n/a	$551.00	7.00%	$590.00	7.00%	$631.00	7.00%	$675.00	7.00%	$722.00
247	Multi-Department	Secondhand Dealer Permit	$526.00	$526.00	7.00%	$563.00	7.00%	$602.00	7.00%	$644.00	7.00%	$689.00
248	Multi-Department	Shooting Gallery Permit	$667.00	$667.00	7.00%	$714.00	7.00%	$764.00	7.00%	$817.00	7.00%	$874.00
249	Multi-Department	Shooting Gallery Permit - Renewal (Admin Approval)	$352.00	$358.00	0.00%	$358.00	7.00%	$383.00	0.00%	$383.00	7.00%	$410.00
250	Multi-Department	Similar Use Determination	$2,588.00	$2,588.00	7.00%	$2,769.00	7.00%	$2,963.00	7.00%	$3,170.00	7.00%	$3,392.00
251	Multi-Department	Site Plan Review (Admin Approval)	$1,667.00	$1,750.00	7.00%	$1,873.00	7.00%	$2,004.00	7.00%	$2,144.00	7.00%	$2,294.00
252	Multi-Department	Temporary Certificate of Occupancy	$706.00	$587.00	7.00%	$628.00	7.00%	$672.00	7.00%	$719.00	7.00%	$769.00
253	Multi-Department	Temporary Use Permit	$536.00	$700.00	7.00%	$749.00	7.00%	$801.00	7.00%	$857.00	7.00%	$917.00
254	Multi-Department	Truth in Sales - Exterior	$214.00	$294.00	7.00%	$315.00	7.00%	$337.00	7.00%	$361.00	7.00%	$386.00
255	Multi-Department	Zone Change, Ordinance / General Plan Amendment	$3,593.00	$3,958.00	7.00%	$4,235.00	7.00%	$4,531.00	7.00%	$4,848.00	7.00%	$5,187.00
256	Police Department	Alarm Permit	$31.00	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00
257	Police Department	Alarm Permit - Late Fee (Penalty)	$33.00	$33.00	0.00%	$33.00	0.00%	$33.00	0.00%	$33.00	0.00%	$33.00
258	Police Department	Auction House Employee Permit	$286.00	$300.00	10.00%	$330.00	10.00%	$363.00	10.00%	$399.00	10.00%	$439.00
259	Police Department	Boxing/Wrestling Permit	$286.00	$397.00	10.00%	$436.00	10.00%	$480.00	10.00%	$528.00	10.00%	$581.00
260	Police Department	Civil Subpoena	$20.00	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00	0.00%	$30.00
261	Police Department	Crime Report	$23.00	$23.00	0.00%	$23.00	0.00%	$23.00	0.00%	$23.00	0.00%	$23.00
262	Police Department	Fingerprinting/ID	$20.00	$25.00	0.00%	$25.00	0.00%	$25.00	0.00%	$25.00	0.00%	$25.00
263	Police Department	Massage - Operator Permit - CAMTC Certified	n/a	$182.00	0.00%	$182.00	10.00%	$200.00	0.00%	$200.00	10.00%	$220.00
264	Police Department	Massage - Operator Permit - Non-CAMTC Certified	n/a	$334.00	0.00%	$334.00	10.00%	$367.00	0.00%	$367.00	10.00%	$404.00
265	Police Department	Massage - Operator Permit Renewal - CAMTC Certified	n/a	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
266	Police Department	Massage - Operator Permit Renewal - Non-CAMTC Certified	n/a	$227.00	0.00%	$227.00	10.00%	$250.00	0.00%	$250.00	10.00%	$275.00
267	Police Department	Massage - Work Permit - CAMTC Certified	n/a	$182.00	0.00%	$182.00	10.00%	$200.00	0.00%	$200.00	10.00%	$220.00
268	Police Department	Massage - Work Permit - Non-CAMTC Certified	n/a	$334.00	0.00%	$334.00	10.00%	$367.00	0.00%	$367.00	10.00%	$404.00
269	Police Department	Massage - Work Permit Renewal - CAMTC Certified	n/a	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
270	Police Department	Massage - Work Permit Renewal - Non-CAMTC Certified	n/a	$227.00	0.00%	$227.00	10.00%	$250.00	0.00%	$250.00	10.00%	$275.00
271	Police Department	Repossession Fees	$15.00	$25.00	0.00%	$25.00	0.00%	$25.00	0.00%	$25.00	0.00%	$25.00
272	Police Department	Special Work Permit - Adult Entertainer, Card Club Employee, Taxicab Driver, Auto Wrecking Employee	$125.00	$150.00	7.00%	$161.00	7.00%	$172.00	7.00%	$184.00	7.00%	$197.00
273	Police Department	Special Work Permit - Name Change, Address Change, Employer Change, Replacement Badges, Dual Permits	$40.00	$50.00	0.00%	$50.00	0.00%	$50.00	0.00%	$50.00	0.00%	$50.00
274	Police Department	Special Work Permit - Renewals (Adult Entertainer, Card Club Employee Permits)	$125.00	$125.00	0.00%	$125.00	0.00%	$125.00	0.00%	$125.00	0.00%	$125.00
275	Police Department	Taxicab - Certificate of Public Convenience	$160.00	$200.00	0.00%	$200.00	0.00%	$200.00	0.00%	$200.00	0.00%	$200.00
276	Police Department	Towing- Administration Fee	$157.00	$200.00	7.00%	$214.00	7.00%	$229.00	7.00%	$245.00	7.00%	$262.00
277	Police Department	Traffic Collision	$23.00	$23.00	0.00%	$23.00	0.00%	$23.00	0.00%	$23.00	0.00%	$23.00
278	Police Department	Trustee - Jail Rate (One Day)	$217.00	$225.00	0.00%	$225.00	7.00%	$241.00	0.00%	$241.00	7.00%	$258.00
279	Police Department	Trustee - Jail Rate (Each Addt'l Day)	$98.00	$100.00	0.00%	$100.00	0.00%	$100.00	0.00%	$100.00	0.00%	$100.00
280	Police Department	Vehicle Equipment Correction Sign Off (Non-Resident)	$15.00	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00	0.00%	$40.00
281	Police Department	Vehicle Equipment Correction Sign Off (Resident)	$0.00	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%	$0.00
282	Public Works	Access Cover	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
283	Public Works	Curb/Gutter - 0 - 50 Linear Ft	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
284	Public Works	Curb/Gutter - Each Addt'l 50 Linear Ft	$26.00	$30.00	10.00%	$33.00	10.00%	$36.00	10.00%	$39.00	10.00%	$42.00
285	Public Works	Driveway	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
286	Public Works	Dumpster/Moving Container in Street (Per Week)	$85.00	$100.00	10.00%	$110.00	10.00%	$121.00	10.00%	$133.00	10.00%	$146.00
287	Public Works	Hydro - Punch Drill	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
288	Public Works	Misc - Non-Research (Hourly Rate[2]) - Associate Engineer	n/a	$89.00	0.00%	$89.00	0.00%	$89.00	0.00%	$89.00	0.00%	$89.00
289	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Aide	n/a	$64.00	0.00%	$64.00	0.00%	$64.00	0.00%	$64.00	0.00%	$64.00
290	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Tech	n/a	$72.00	0.00%	$72.00	0.00%	$72.00	0.00%	$72.00	0.00%	$72.00
291	Public Works	Misc - Project Research (Hourly Rate[2])	$85 / Hour	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour	0.00%	$100 / Hour
292	Public Works	Monitoring Well Permit	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00

City of Gardena
Proposed Five Year Fee Schedule by Department

	Department	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees - Effective May 7, 2016	Increase in %	Proposed Fees - Effective May 7, 2017	Increase in %	Proposed Fees - Effective May 7, 2018	Increase in %	Proposed Fees - Effective May 7, 2019	Increase in %	Proposed Fees - Effective May 7, 2020
293	Public Works	Newsrack Tag Duplication	$18.00	$20.00	10.00%	$22.00	10.00%	$24.00	10.00%	$26.00	10.00%	$28.00
294	Public Works	Newsracks - Each Addt'l Inspection	$26.00	$30.00	10.00%	$33.00	10.00%	$36.00	10.00%	$39.00	10.00%	$42.00
295	Public Works	Newsracks - Initial Inspection	$44.00	$50.00	10.00%	$55.00	10.00%	$60.00	10.00%	$66.00	10.00%	$72.00
296	Public Works	Oversize Load Permit - Annual	$90.00	$90.00	0.00%	$90.00	0.00%	$90.00	0.00%	$90.00	0.00%	$90.00
297	Public Works	Oversize Load Permit - Single Trip	$16.00	$16.00	0.00%	$16.00	0.00%	$16.00	0.00%	$16.00	0.00%	$16.00
298	Public Works	Pavement - 0 - 1,500 sq ft	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
299	Public Works	Pavement - Each Addt'l 1500 sq ft.	$38.00	$40.00	10.00%	$44.00	10.00%	$48.00	10.00%	$52.00	10.00%	$57.00
300	Public Works	Permit to Remove/Trim Trees/Shrubs/Plants	$131.00	$150.00	10.00%	$165.00	10.00%	$181.00	10.00%	$199.00	10.00%	$218.00
301	Public Works	Plan Check (Hourly Rate[2])	$66 / Hour	$95 / Hour	0.00%	$95 / Hour	0.00%	$95 / Hour	0.00%	$95 / Hour	0.00%	$95 / Hour
302	Public Works	Planting Trees	$95.00	$100.00	0.00%	$100.00	0.00%	$100.00	0.00%	$100.00	0.00%	$100.00
303	Public Works	Registration of Newsrack	$33.00	$47.00	10.00%	$51.00	10.00%	$56.00	10.00%	$61.00	10.00%	$67.00
304	Public Works	Separate Pour Inspection	$115.00	$150.00	10.00%	$165.00	10.00%	$181.00	10.00%	$199.00	10.00%	$218.00
305	Public Works	Sewer Connection	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
306	Public Works	Sewer Lateral	$178.00	$200.00	10.00%	$220.00	10.00%	$242.00	10.00%	$266.00	10.00%	$292.00
307	Public Works	Shopping Carts - Admin	$58.00	$64.00	10.00%	$70.00	10.00%	$77.00	10.00%	$84.00	10.00%	$92.00
308	Public Works	Sidewalk-Base 0 - 100 sq ft	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
309	Public Works	Sidewalk-Base - Each Addt'l 100 sq ft	$26.00	$30.00	10.00%	$33.00	10.00%	$36.00	10.00%	$39.00	10.00%	$42.00
310	Public Works	Traffic Control Permit - Each Addt'l Day	$62.00	$68.00	10.00%	$74.00	10.00%	$81.00	10.00%	$89.00	10.00%	$97.00
311	Public Works	Traffic Control Permit - One Day	$253.00	$300.00	10.00%	$330.00	10.00%	$363.00	10.00%	$399.00	10.00%	$438.00
312	Public Works	Trench Excavation - 1 - 100 Linear Feet	$136.00	$185.00	10.00%	$203.00	10.00%	$223.00	10.00%	$245.00	10.00%	$269.00
313	Public Works	Trench Excavation - Each Addt'l 100 Linear Feet	$51.00	$56.00	10.00%	$61.00	10.00%	$67.00	10.00%	$73.00	10.00%	$80.00
314	Public Works	Utility Cuts	$184.00	$246.00	10.00%	$270.00	10.00%	$297.00	10.00%	$326.00	10.00%	$358.00
315	Public Works	Utility Work, Per Location	$184.00	$246.00	10.00%	$270.00	10.00%	$297.00	10.00%	$326.00	10.00%	$358.00

1 Applicant required to pay all fees applicable to outside agencies, LA County, and any additional fee required by law

2 Hourly Rate Includes Personnel & Direct Overhead Costs

3 If applicant decides to move forward with the project, the original payment will be credited toward the formal review/permit

4 General Appliance includes: Includes: Bath Tub, Dishwasher, Disposal, Drinking Fountain, Dryer (automatic – Gas), Floor Drain, Floor Sink, Gas Appliances, Flues and Gas Connections (all except for forced warm air unit), Kitchen Sink, Laundry Tub or Tray, Lavatory (washbasin), Roof Drain, Shower, Urinal, Washing Machine, Water Closet (Toilet), Water Softener, Yard Water System, and Water Heater.

5 A person qualifies if the person is the head of household and is at least sixty-two years of age or is entitled to receive supplemental social security benefits

6 Other Mechanical Equipment includes: return air grill, supply air regulator, modify ducting, replace condenser line, add HEPA filter, add automation controls, commercial dryer vents, grease removal devices, replace gas vent line/hood, commercial refrigeration/coolant, commercial/industrial process piping, replace/install dampers, replace/install HVAC economizer, commercial kiln hood.

n/a Previously approved by Council, requires resolution to establish fees or previously established fees but not listed on master fee schedule.

EXHIBIT B

City of Gardena
Rental Facilities Rate Schedule

	Department/Division	Fee Categories[1] & Unit/Time	Current Fees	Proposed Fees
1	Recreation - Facility Rental	Non-Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)	$245.00	$240.00
2	Recreation - Facility Rental	Non-Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)	$192.00	$210.00
3	Recreation - Facility Rental	Non-Resident - Baseball Diamond - Private Rental (4 hours)	$244.00	$240.00
4	Recreation - Facility Rental	Non-Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)	$244.00	$240.00
5	Recreation - Facility Rental	Non-Resident - Picnic Shelters - Private Rental (4 hours)	$74.00	$75.00
6	Recreation - Facility Rental	Non-Resident - Primm Pool - Private Rental (3 hours)	$255.00	$270.00
7	Recreation - Facility Rental	Non-Resident - Room Rentals - Private Rentals (4 hours)	$118.00	$100.00
8	Recreation - Facility Rental	Non-Resident - Sports Field - Private Rental (4 hours)	$244.00	$210.00
9	Recreation - Facility Rental	Non-Resident - Tennis Courts - Private Rental (2 courts)	$232.00	$240.00
10	Recreation - Facility Rental	Other Facilities Otherwise Not Listed (Resident and Non-Resident) (4 hours)	$269.00	$270.00
11	Recreation - Facility Rental	Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)	$200.00	$200.00
12	Recreation - Facility Rental	Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)	$175.00	$175.00
13	Recreation - Facility Rental	Resident - Baseball Diamond - Private Rental (4 hours)	$200.00	$200.00
14	Recreation - Facility Rental	Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)	$200.00	$200.00
15	Recreation - Facility Rental	Resident - Picnic Shelters - Private Rental (4 hours)	$30.00	$30.00
16	Recreation - Facility Rental	Resident - Primm Pool - Private Rental (3 hours)	$225.00	$225.00
17	Recreation - Facility Rental	Resident - Room Rentals - Private Rentals (4 hours)	$50.00	$50.00
18	Recreation - Facility Rental	Resident - Sports Field - Private Rental (4 hours)	$175.00	$175.00
19	Recreation - Facility Rental	Resident - Tennis Courts - Private Rental (2 courts)	$225.00	$200.00

1 Applicant required to pay all fees applicable to outside agencies, LA County, and any additional fee required by law

EXHIBIT C

City of Gardena Detailed Calculations of Cost Recovery and Updated Fees for Fiscal Year 2015-2016

EXHIBIT C

Guide to Proposed Fee Schedule Spread Sheet

Fees highlighted in green indicate fees approved by Council but rates have not been established previous to this study, fees whose titles have been altered or fees that have been established but were not listed on master fee schedule

Fees highlighted in red indicate fees that have been deleted from the 14/15 fee study

The Blue column is the current fees being charged

The orange column is the new proposed fees

The "recovery rate" in the yellow column is the amount shown as a percenatge that it costs the City to provide these services and is calculated as follows:

$$\% \text{ recovery} = \frac{\text{proposed fee amount}}{\text{total cost/unit}} \times 100$$

M	Multi-Department
PD	Police Department
CD	Community Development
PW	Public Works
RH	Recreation and Human Services
CT	City Treasurer
CC	City Clerk
G	General Departments
AC	Animal Control

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
M1	Multi-Department	5.12.060	Amusement Device Permit	$584.14		$239.23					$823.37	$329.00	14.0%	$375.00	46%	$46.00	13	$598.00
M2	Multi-Department	5.64.010	Peddler Permit	$584.14		$170.32					$754.46	$316.00	18.7%	$375.00	50%	$59.00	6	$354.00
M3	Multi-Department	5.08.170	Circus/Carnival Permit	$309.54		$1,007.65	$986.97	$18.69	$126.63	$49.69	$2,499.17	$710.00	12.7%	$800.00	32%	$90.00	8	$720.00
M4	Multi-Department	5.08.310	Billiards/Poolroom Establishment Permit	$862.09		$923.08		$18.69	$126.63	$49.69	$1,980.19	$935.00	7.0%	$1,000.00	51%	$65.00	1	$65.00
M5	Multi-Department	5.08.310	Billiards/Poolroom Establishment Permit - Renewal (Admin Approval)	$833.57		$407.69			$126.63	$49.69	$1,417.59	$561.00	33.7%	$750.00	53%	$189.00		$0.00
M6	Multi-Department	5.32.030	Entertainment Permit	$1,030.36		$1,001.02		$18.69	$126.63	$49.69	$2,226.40	$1,096.00	5.7%	$1,159.00	52%	$63.00	29	$1,827.00
M7	Multi-Department	5.32.070	Entertainment Permit - Renewal (Admin Approval)	$833.57		$407.69			$126.63	$49.69	$1,417.59	$695.00	7.9%	$750.00	53%	$55.00		$0.00
M8	Multi-Department	18.62.130, 5.32.085, 5.04.160J	Appeal of City Manager Decisions/Staff Determination to City Council	$1,224.84		$0.00		$25.45		$346.33	$1,596.62	$679.00	10.5%	$750.00	47%	$71.00	13	$923.00
M9	Multi-Department	*5.16.000*	Bingo Permit	$778.79		$251.64		$18.69	$126.63	$189.94	$1,365.70	$728.00	3.0%	$750.00	55%	$22.00	3	$66.00
M10	Multi-Department		Bingo Permit Renewal (Admin Approval)	$615.14		$251.64			$126.63	$49.69	$1,043.11	$453.00	10.4%	$500.00	48%	$47.00		$0.00
M11	Multi-Department	12.08.020	Handbill Permit	$612.19		$144.72					$756.91	$253.00	18.6%	$300.00	40%	$47.00	11	$517.00
M12	Multi-Department	5.48.040	Massage Establishment Permit	$1,199.86		$120.39			$126.63		$1,446.88	$580.00	25.0%	$725.00	50%	$145.00	2	$290.00
M13	Multi-Department	5.72.090, 5.28.030C, 5.68.190, 5.48.110, 5.04.160J, 5.24.195	Appeal of Staff Determination to the City Manager	$683.85		$0.00		$25.45		$311.23	$1,020.53	$452.00	21.7%	$550.00	54%	$98.00	4	$392.00
M14	Multi-Department		Annual Event Clean-Up	$0.00		$308.05			$126.63		$434.69	$154.00	29.9%	$200.00	46%	$46.00	5	$230.00
M15	Multi-Department	5.04.278	Annual or Periodic Event Permit	$0.00		$395.03			$126.63		$521.66	$337.00	1.8%	$343.00	66%	$6.00	8	$48.00
M16	Multi-Department		Curb Painting Permit	$1,278.05		$0.00	$628.96	$18.69		$49.69	$1,975.39	$749.00	9.7%	$822.00	42%	$73.00	4	$292.00
M17	Multi-Department	5.08.190D	Dance Permit	$85.82		$176.05					$261.88	$121.00	3.3%	$125.00	48%	$4.00	90	$360.00
M18	Multi-Department	5.36.030	Film Permit	$379.17		$202.77			$126.63	$49.69	$758.27	$364.00	9.9%	$400.00	53%	$36.00	15	$540.00
M19	Multi-Department	5.60.020	Junk Collector Permit	$973.18		$218.75			$126.63		$1,318.57	$514.00	35.8%	$698.00	53%	$184.00	3	$552.00
M20	Multi-Department	5.60.020	Junk Dealer Permit	$973.18		$218.75			$126.63		$1,318.57	$514.00	35.8%	$698.00	53%	$184.00	3	$552.00
M21	Multi-Department	5.60.020	Pawnbroker Permit	$1,403.09		$218.75			$126.63		$1,748.47	$526.00	0.0%	$526.00	30%	$0.00	2	$0.00
M22	Multi-Department	5.60.020	Secondhand Dealer Permit	$1,403.09		$218.75			$126.63		$1,748.47	$526.00	0.0%	$526.00	30%	$0.00	12	$0.00
M23	Multi-Department	5.08.330	Playground - Private Permit	$1,032.29		$40.74			$126.63		$1,199.67	$489.00	22.3%	$598.00	50%	$109.00	1	$109.00
M24	Multi-Department	5.08.380	Shooting Gallery Permit	$324.89		$723.52		$18.69	$126.63	$49.69	$1,243.44	$667.00	0.0%	$667.00	54%	$0.00	1	$0.00
M25	Multi-Department	5.08.380	Shooting Gallery Permit - Renewal (Admin Approval)	$156.27		$265.56			$126.63		$548.47	$352.00	1.7%	$358.00	65%	$6.00		$0.00
M26	Multi-Department		Fireworks-Stand Removal	$0.00		$331.97			$126.63		$458.60	$235.00	-10.2%	$211.00	46%	-$24.00	2	-$48.00
M27	Multi-Department	8.16.030	Fireworks Permit and Safety Class	$342.88		$788.72			$126.63		$1,258.23	$469.00	0.0%	$469.00	37%	$0.00	9	$0.00
M28	Multi-Department	5.28.090	Non-profit Solicitation Permit	$297.15		$89.76				$49.69	$436.60	$75.00	0.0%	$75.00	17%	$0.00	20	$0.00
M29	Multi-Department		Block Party Permit	$156.27		$186.15	$739.25				$1,081.68	$75 + $100 deposit	33.3%	$100 + $100 Deposit	9%	$25.00	13	$325.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
M30	Multi-Department	9.52.020	Garage Sales	$0.00		$121.95					$121.95	$30.00	0.0%	$30.00	25%	$0.00	432	$0.00
M31	Multi-Department	5.08.190A	Dance Hall Permit	$489.22		$974.28		$18.69	$126.63	$49.69	$1,658.53	$696.00	14.9%	$800.00	48%	$104.00	1	$104.00
M32	Multi-Department	5.08.190A	Dance Hall Permit - Renewal (Admin Approval)	$489.22		$332.35			$126.63	$49.69	$997.91	$410.00	0.0%	$410.00	41%	$0.00		$0.00
M33	Multi-Department	18.62.030	Adult Oriented Establishment Permit	$2,617.10		$0.00			$126.63		$2,743.73	$1,061.00	24.3%	$1,319.00	48%	$258.00	2	$516.00
M34	Multi-Department	5.12.060	Amusement Arcade Establishment Permit	$1,032.28		$0.00			$126.63		$1,158.92	$489.00	12.5%	$550.00	47%	$61.00	1	$61.00
M35	Multi-Department	5.08.050	Auction House Establishment Permit	$998.12		$0.00			$126.63		$1,124.76	$489.00	12.5%	$550.00	49%	$61.00	1	$61.00
M36	Multi-Department	5.08.070	Auto Wrecking Establishment Permit	$1,337.29		$65.72			$126.63		$1,529.65	$616.00	13.6%	$700.00	46%	$84.00	1	$84.00
M37	Multi-Department		Kennel Permit	$529.15		$0.00			$126.63		$655.79	$176.00	13.6%	$200.00	30%	$24.00		$0.00
M38	Multi-Department	5.40.020	Fortunetelling Permit	$875.73		$65.72			$126.63		$1,068.09	$489.00	12.5%	$550.00	51%	$61.00	2	$122.00
M39	Multi-Department		Similar Use Determination	$436.57		$3,433.57	$468.59		$126.63	$102.39	$4,567.75	$2,588.00	0.0%	$2,588.00	57%	$0.00	2	$0.00
M40	Multi-Department	18.46.040, 18.48.030, 18.50.040, 17.16.030, 17.08.190	Conditional Use Permits/Var/Tentative Tract/Parcel Map/Site Plan Review/Modification/Encroachment/Vesting Tentative Map/Specific Plan Fee	$688.99		$4,263.28	$1,004.05	$18.69	$147.74	$333.30	$6,456.06	$3,109.00	11.9%	$3,480.00	54%	$371.00	9	$3,339.00
M41	Multi-Department	17.08.120, 17.08.260	Lot Line Adjustment Parcel Map / Merger	$0.00		$1,132.34	$814.34	$18.69		$102.39	$2,067.76	$788.00	23.9%	$976.00	47%	$188.00	4	$752.00
M42	Multi-Department		Temporary Certificate of Occupancy	$0.00		$773.48	$203.41		$126.63		$1,103.52	$706.00	-16.9%	$587.00	53%	-$119.00	16	-$1,904.00
M43	Multi-Department	18.60.020	Temporary Use Permit	$690.99		$387.05			$147.74		$1,225.78	$536.00	30.6%	$700.00	57%	$164.00	15	$2,460.00
M44	Multi-Department	15.40.040	Truth in Sales - Exterior	$1.00		$399.93	$260.94				$661.87	$214.00	37.4%	$294.00	44%	$80.00	129	$10,320.00
M45	Multi-Department	18.72.040	Appeal of Planning Commission Decisions to City Council	$1.00		$2,105.39		$156.31		$333.30	$2,596.00	$1,346.00	16.7%	$1,571.00	61%	$225.00	1	$225.00
M46	Multi-Department	18.52.020	Zone Change, Ordinance / General Plan Amendment	$941.41		$6,403.13		$44.14		$234.13	$7,622.81	$3,593.00	10.2%	$3,958.00	52%	$365.00	3	$1,095.00
M47	Multi-Department	11.40.020	Entertainment/Event Day Use - Public Property (Determined by Dept Director)	$140.55	$66.53	$84.39					$291.48	$138.00	0.0%	$138.00	47%	$0.00		$0.00
M48	Multi-Department		Easement Agreements/Document Reviews/CC&R's/Revised Maps	$1.00		$160.26				$333.30	$494.56	$335.00	33.1%	$446.00	90%	$111.00	15	$1,665.00
M49	Multi-Department	18.60.070, 18.44.060	Extension of Time - Planning/Entitlements (CD Director's Approval)	$0.00		$277.66				$49.69	$327.35	$179.00	8.9%	$195.00	60%	$16.00		$0.00
M50	Multi-Department	18.50.040, 18.46.040H, 18.48.030H, 17.08.070, 17.16.030	Extension of Time - Planning/Entitlements (Planning Commission Approval)	$0.00		$629.64				$49.69	$679.34	$363.00	0.0%	$363.00	53%	$0.00		$0.00
M51	Multi-Department	8.16.070	Appeal of Fireworks Permit Suspension	$126.21		$108.24			$73.87	$105.91	$414.23	$270.00	2.2%	$276.00	67%	$6.00		$0.00
M52	Multi-Department	18.44.000	Site Plan Review (Admin Approval)	$688.99		$1,680.20	$1,004.05		$147.74		$3,520.98	$1,667.00	5.0%	$1,750.00	50%	$83.00		$0.00
M53	Multi-Department	5.48.070	Massage - Certificate of Operation	$0.00		$24.98					$24.98	n/a	n/a	$0.00	0%	n/a	5	$0.00
M54	Multi-Department	5.48.110	Massage - Operator Permit - Appeal to CM (Denial)	$544.73		$119.02				$217.73	$881.48	n/a	n/a	$523.00	59%	n/a		$0.00
M55	Multi-Department	5.48.110	Massage - Operator Permit - Appeal to CM (Revocation)	$687.63		$119.02				$217.73	$1,024.38	n/a	n/a	$598.00	58%	n/a		$0.00
M56	Multi-Department	5.48.110	Massage - Work Permit - Appeal to CM (Denial)	$544.73		$119.02				$217.73	$881.48	n/a	n/a	$523.00	59%	n/a		$0.00
M57	Multi-Department	5.48.110	Massage - Work Permit - Appeal to CM (Revocation)	$687.63		$119.02				$217.73	$1,024.38	n/a	n/a	$598.00	58%	n/a		$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
M58	Multi-Department	5.48.110	Massage - Certificatre of Operation - Appeal to CM (Denial)	$544.73		$119.02				$217.73	$881.48	n/a	n/a	$523.00	59%	n/a		$0.00
M59	Multi-Department	5.48.110	Massage - Certificate of Operation - Appeal to CM (Revocation)	$687.63		$119.02				$217.73	$1,024.38	n/a	n/a	$598.00	58%	n/a		$0.00
M60	Multi-Department	18.50.040B	Minor Variance Permit	$169.27		$1,313.19	$336.00		$147.74	$93.50	$2,059.70	n/a	n/a	$1,118.00	54%	n/a	11	$12,298.00
M61	Multi-Department		Pre-Submittal Review	$211.68		$343.61	$275.85		$147.74		$978.88	n/a	n/a	$551.00	56%	n/a	26	$14,326.00
M62	Multi-Department		Film Permit - Expedited									na	na	Addt'l 50% of Film Permit	n/a			$0.00
PD1	Police Department		Crime Report	$197.98							$197.98	$23.00	0.0%	$23.00	12%	$0.00	239	$0.00
PD2	Police Department	5.72.030, 5.24.390D, 5.68.140, 5.08.070	Special Work Permit - Adult Entertainer, Card Club Employee, Taxicab Driver, Auto Wrecking Employee Permit	$708.80							$708.80	$125.00	20.0%	$150.00	21%	$25.00	221	$5,525.00
PD3	Police Department	5.72.070	Special Work Permit - Name Change, Address Change, Employer Change, Replacement Badges, Dual Permits	$453.88							$453.88	$40.00	25.0%	$50.00	11%	$10.00	113	$1,130.00
PD4	Police Department	5.72.070, 5.24.390D	Special Work Permit - Renewals (Adult Entertainer, Card Club Employee Permits)	$573.28							$573.28	$125.00	0.0%	$125.00	22%	$0.00	869	$0.00
PD5	Police Department		Fingerprinting/ID	$80.88							$80.88	$20.00	25.0%	$25.00	31%	$5.00	74	$370.00
PD6	Police Department	10.52.080	Towing- Administration Fee	$433.03							$433.03	$157.00	27.4%	$200.00	46%	$43.00	1,318	$56,674.00
PD7	Police Department	9.48.010	Trustee - Jail Rate (1 Day)	$834.15							$834.15	$217.00	3.7%	$225.00	27%	$8.00		$0.00
PD8	Police Department	9.48.010	Trustee - Jail Rate (Each Addt'l Day)	$473.94							$473.94	$98.00	2.0%	$100.00	21%	$2.00		$0.00
PD9	Police Department		Repossession Fees	$143.78							$143.78	$15.00	66.7%	$25.00	17%	$10.00		$0.00
PD10	Police Department		Civil Subpoena	$179.23							$179.23	$20.00	50.0%	$30.00	17%	$10.00		$0.00
PD11	Police Department		Traffic Collision	$209.08							$209.08	$23.00	0.0%	$23.00	11%	$0.00		$0.00
PD12	Police Department	8.44.040	Alarm Permit	$110.69							$110.69	$31.00	29.0%	$40.00	36%	$9.00	869	$7,821.00
PD13	Police Department	8.44.040	Alarm Permit - Late Fee (Penalty)	$0.00							n/a	$33.00	0.0%	$33.00	n/a	$0.00		$0.00
PD14	Police Department		Vehicle Equipment Correction Sign Off (Non-Resident)	$97.12							$97.12	$15.00	166.7%	$40.00	41%	$25.00	2	$50.00
PD15	Police Department		Vehicle Equipment Correction Sign Off (Resident)	$97.12							$97.12	$0.00	0.0%	$0.00	0%	$0.00		$0.00
PD16	Police Department	5.08.130	Boxing/Wrestling Permit	$864.57							$864.57	$286.00	38.8%	$397.00	46%	$111.00	0	$0.00
PD17	Police Department	5.68.020	Taxicab - Certificate of Public Convenience	$476.09							$476.09	$160.00	25.0%	$200.00	42%	$40.00	1	$40.00
PD18	Police Department	5.08.050	Auction House Employee Permit	$864.57							$864.57	$286.00	4.9%	$300.00	35%	$14.00	2	$28.00
PD19	Police Department	5.48.080	Massage Operator Permit - CAMTC Certified	$407.38		$9.28					$416.65	n/a	n/a	$182.00	44%	n/a	3	$546.00
PD20	Police Department	5.48.080	Massage Operator Permit Renewal - CAMTC Certified	$239.13		$9.28					$248.40	n/a	n/a	$0.00	0%	n/a	0	$0.00
PD21	Police Department	5.48.080	Massage Operator Permit - Non-CAMTC Certified	$689.78		$27.94					$717.72	n/a	n/a	$334.00	47%	n/a	3	$1,002.00
PD22	Police Department	5.48.080	Massage Operator Permit Renewal - Non-CAMTC Certified	$439.53		$9.28					$448.81	n/a	n/a	$227.00	51%	n/a	0	$0.00
PD23	Police Department	5.48.080	Massage Work Permit - CAMTC Certified	$407.38		$9.28					$416.65	n/a	n/a	$182.00	44%	n/a	5	$910.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
PD24	Police Department	5.48.080	Massage Work Permit Renewal - CAMTC	$239.13		$9.28					$248.40	n/a	n/a	$0.00	0%	n/a	0	$0.00
PD25	Police Department	5.48.080	Massage Work Permit - Non-CAMTC	$689.78		$27.94					$717.72	n/a	n/a	$334.00	47%	n/a	3	$1,002.00
PD26	Police Department	5.48.080	Massage Work Permit Renewal - non CAMTC	$439.53		$9.28					$448.81	n/a	n/a	$227.00	51%	n/a	0	$0.00
CD1	Community Development		Real Property Address Change (Residential)			$353.17					$353.17	$220.00	-28.6%	$157.00	44%	-$63.00	4	-$252.00
CD2	Community Development	18.56.060, 18.44.050	Appeal of CD Director Decisions to Planning Commission			$1,082.89					$1,082.89	$491.00	43.8%	$706.00	65%	$215.00		$0.00
	Community Development	15.04.050	**Building/Grading/Demolition:**															$0.00
CD3	Community Development	15.04.050	~up to $500 valuation									$31.00	9.7%	$34.00	n/a	$3.00		$0.00
CD4	Community Development	15.04.050	~$501 - $2,000 valuation									$31.00 + $3.05 per $100 valuation	varies	$34 + $3.75 / $100 valuation	n/a	n/a		$0.00
CD5	Community Development	15.04.050	~$2,001 - $25,000 valuation									$76.75 + $18 / $1000 valuation	varies	$90.25 + $18 / $1,000 valuation	n/a	n/a		$0.00
CD6	Community Development	15.04.050	~$25,001 - $50,000 valuation									$490.75 + $10.40 / $1000 valuation	varies	$504.25 + $12.50 / $1,000 valuation	n/a	n/a		$0.00
CD7	Community Development	15.04.050	~$50,001 - $100,000 valuation									$750.75 + $7.20 / $1000 valuation	varies	$816.75 + $9 / $1,000 valuation	n/a	n/a		$0.00
CD8	Community Development	15.04.050	~$100,001 - $500,000 valuation									$1,110.75 + $5.85 / $1000 valuation	varies	$1,266.75 + $6.25 / $1,000 valuation	n/a	n/a		$0.00
CD9	Community Development	15.04.050	~$500,001 and up									$3,450.75 + $4.75 / $1000 valuation	varies	$3,766.75 + $5 / $1,000 valuation	n/a	n/a		$0.00
CD10	Community Development	15.04.050	Building Permit - Non-Residential ReRoof			$146.51					$146.51	75% of Building Permit	varies	75% of Building Permit	n/a	n/a		$0.00
CD11	Community Development	15.04.050	Building Permit Issuance Fee			$117.95					$117.95	$34.00	17.6%	$40.00	34%	$6.00	1,087	$6,522.00
CD12	Community Development		Plan Check Fee (Hourly Rate)			$131.43					$131.43	$66 / Hour		$80 / Hour	64%	$14.00		$0.00
CD13	Community Development		Plan Check Fee - Revised Valuation									Fee Based on Actual Valuation **	0.0%	Fee Based on Actual Valuation **	n/a	n/a		$0.00
CD14	Community Development		Plan Check Fee - Each Review Over 2									$82 / Hour	0.0%	$82 / Hour	n/a	$0.00		$0.00
CD15	Community Development	15.04.050	Plan Check Fee - Extensive									$82 / Hour	0.0%	$82 / Hour	n/a	$0.00		$0.00
CD16	Community Development		Plan Check Fee - Expedited (not applicable to over the counter plan check)									addt'l 100% of original Plan Check Fee	varies	addt'l 100% of original Plan Check Fee	n/a	n/a		$0.00
CD17	Community Development	15.04.050	Building Plan Check Fee									75% of Building Permit	varies	75% of Building Permit	n/a	n/a		$0.00
CD18	Community Development	15.04.050	Building Plan Check Fee - Title 24, Part 6, Part 11 & Energy									90% of Building Permit Fee	varies	90% of Building Permit Fee	n/a	n/a		$0.00
CD19	Community Development	5.04.300	Business License Inspection Fee			$165.45					$165.45	$81.00	4.9%	$85.00	51%	$4.00	489	$1,956.00
CD20	Community Development	5.04.300	Business License Certificate of Occupancy			$314.48					$314.48	$164.00	-0.6%	$163.00	52%	-$1.00	266	-$266.00
CD21	Community Development	15.16.060	Electrical Permit - Investigation Fee			$144.71					$144.71	$103.00	-22.3%	$80.00	55%	-$23.00	19	-$437.00
CD22	Community Development	15.16.060	Electrical Permit - Issuance fee			$117.89					$117.89	$34.00	17.6%	$40.00	34%	$6.00	146	$876.00
CD23	Community Development	15.16.060	Electrical Permit - Light Standard (1)			$123.09					$123.09	$24.00	50.0%	$36.00	29%	$12.00		$0.00
CD24	Community Development	15.16.060	Electrical Permit - Light Standards (Each Addt'l Light Fixture)			$20.51					$20.51	$12.00	0.0%	$12.00	59%	$0.00	189	$0.00
CD25	Community Development	15.16.060	Electrical Permit - Misc Level 1			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00	386	$4,632.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD26	Community Development	15.16.060	Electrical Permit - Misc Level 2			$123.09					$123.09	$47.00	14.9%	$54.00	44%	$7.00		$0.00
CD27	Community Development	15.16.060	Electrical Permit - Misc Level 3 (Hourly Rate)			$123.09					$123.09	$66 / Hour	9.1%	$72 / Hour	58%	$6.00		$0.00
	Community Development	15.16.060	**Electrical Permit - Motors**															$0.00
CD28	Community Development	15.16.060	~up to 5 HP			$30.77					$30.77	$12.00	50.0%	$18.00	58%	$6.00		$0.00
CD29	Community Development	15.16.060	~5.1 HP - 20 HP			$30.77					$30.77	$12.00	50.0%	$18.00	58%	$6.00	281	$1,686.00
CD30	Community Development	15.16.060	~20.1 HP - 50 HP			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00		$0.00
CD31	Community Development	15.16.060	~50.1 HP - 100 HP			$92.32					$92.32	$36.00	50.0%	$54.00	58%	$18.00	152	$2,736.00
CD32	Community Development	15.16.060	~ Over 101 HP			$184.63					$184.63	$71.00	52.1%	$108.00	58%	$37.00		$0.00
CD33	Community Development	15.16.050	Electrical Permit - Plan Check Fee									75% of Electrical Permit	varies	85% of Electrical Permit	n/a	n/a		$0.00
CD34	Community Development	15.16.050	Electrical Permit - NPlan Check Fee - (Hourly Rate)			$123.09					$123.09	$82 / Hour	0.0%	$82 / Hour	n/a	$0.00		$0.00
CD34-A	Community Development	15.16.050	Electrical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 1 (2 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD35	Community Development	15.16.052	Electrical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 2 (3 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD36	Community Development	15.16.053	Electrical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 3 (6 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD37	Community Development	15.16.054	Electrical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 4 (8 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD38	Community Development	15.16.055	Electrical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 5 (Actual)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
	Community Development	15.16.060	**Electrical Permit - Service**															$0.00
CD39	Community Development	15.16.060	~up to 200 A			$123.09					$123.09	$16.00	125.0%	$36.00	29%	$20.00	316	$6,320.00
CD40	Community Development	15.16.060	~201-400 A			$123.09					$123.09	$24.00	125.0%	$54.00	44%	$30.00		$0.00
CD41	Community Development	15.16.060	~401-1,200 A			$184.63					$184.63	$36.00	100.0%	$72.00	39%	$36.00		$0.00
CD42	Community Development	15.16.060	~Over 1200 A			$246.17					$246.17	$95.00	13.7%	$108.00	44%	$13.00		$0.00
CD43	Community Development	15.16.060	~Each Additional Meter Over 1			$40.62					$40.62	$8.00	25.0%	$10.00	25%	$2.00		$0.00
CD44	Community Development	15.16.060	~Panel Boards - new or additional			$123.09					$123.09	$19.00	89.5%	$36.00	29%	$17.00		$0.00
CD45	Community Development	15.16.060	~Temp Service			$123.09					$123.09	$47.00	53.2%	$72.00	58%	$25.00	89	$2,225.00
	Community Development	15.16.060	**Electrical Permit - Sign**															$0.00
CD46	Community Development	15.16.060	~Sign			$92.32					$92.32	$16.00	125.0%	$36.00	39%	$20.00	113	$2,260.00
CD47	Community Development	15.16.060	~Alternating Signs or Sign Wiring			$61.54					$61.54	$16.00	125.0%	$36.00	58%	$20.00		$0.00
CD48	Community Development	15.16.060	~Each Additional Transformer or Ballast Over One			$20.43					$20.43	$8.00	50.0%	$12.00	59%	$4.00		$0.00
CD49	Community Development	15.16.060	~Time Clock			$20.43					$20.43	$8.00	50.0%	$12.00	59%	$4.00		$0.00
	Community Development	15.16.060	**Electrical Permit - Solar Panels**															$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD50	Community Development	15.06.050	Res: 15kW or less			$123.09					$123.09	$47.00	53.2%	$72.00	58%	$25.00	4	$100.00
CD51	Community Development	15.06.050	More than 15kW									n/a	n/a	$72 + $15 per kW above 15kW	n/a	n/a		$0.00
CD52	Community Development	15.06.050	Com: 50kW or less			$123.09					$123.09	$47.00	53.2%	$72.00	58%	$25.00		$0.00
CD53	Community Development	15.06.050	50kW - 250kW									n/a	n/a	$72 + $7 per kW above 50kW	n/a	n/a		$0.00
CD54	Community Development	15.06.050	More than 250kW									n/a	n/a	$1,472 + $5 per kW above 250kW	n/a	n/a		$0.00
CD55	Community Development	15.16.060	Electrical Permit - Temporary Power Pole (per pole)			$92.32					$92.32	$19.00	89.5%	$36.00	39%	$17.00		$0.00
CD56	Community Development		Certificate of Exemption			$316.74					$316.74	$118 + Actual Cost	32.6%	$175 + Actual Cost	55%	$57.00		$0.00
CD57	Community Development		Mitigated Negative Declaration			$633.48					$633.48	$283 + Actual Cost	23.7%	$350 + Actual Cost	55%	$67.00		$0.00
CD58	Community Development		Negative Declaration			$633.48					$633.48	$283 + Actual Cost	23.7%	$350 + Actual Cost	55%	$67.00		$0.00
CD59	Community Development		EIR			$752.87					$752.87	$283 + Actual Cost	23.7%	$350 + Actual Cost	46%	$67.00		$0.00
CD60	Community Development	18.56.050	Home Occupation Permit			$145.04					$145.04	$73.00	-4.1%	$70.00	48%	-$3.00	100	-$300.00
CD61	Community Development	15.04.020	Mechanical permits - Air Handling Units			$123.09					$123.09	$16.00	50.0%	$24.00	19%	$8.00	216	$1,728.00
CD62	Community Development	15.04.020	Mechanical Permit - Appliance Vent			$81.98					$81.98	$12.00	100.0%	$24.00	29%	$12.00		$0.00
	Community Development	15.04.020	**Mechanical Permits - Boiler Compressor/Air Conditioner**															$0.00
CD63	Community Development		~over 50 HP			$246.17					$246.17	$95.00	47.4%	$140.00	57%	$45.00	33	$1,485.00
CD64	Community Development		~up to 15 HP - 50 HP			$123.09					$123.09	$47.00	53.2%	$72.00	58%	$25.00	19	$475.00
CD65	Community Development		~up to 3HP - 15HP			$92.32					$92.32	$36.00	50.0%	$54.00	58%	$18.00	56	$1,008.00
CD66	Community Development		~up to 3 HP, 100,000 BTU			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00		$0.00
CD67	Community Development	15.04.020	Mechanical Permits - Commercial Incinerator			$123.09					$123.09	$47.00	53.2%	$72.00	58%	$25.00	69	$1,725.00
CD68	Community Development	15.04.020	Mechanical Permits - Evaporative Cooler			$61.54					$61.54	$16.00	50.0%	$24.00	39%	$8.00	49	$392.00
CD69	Community Development	15.04.020	Mechanical Permits - Exhaust/Hood/Fireplace			$123.09					$123.09	$36.00	50.0%	$54.00	44%	$18.00	66	$1,188.00
CD70	Community Development	15.04.020	Mechanical Permits - Forced Air/Heater (10,000 BTU and over)			$92.32					$92.32	$36.00	50.0%	$54.00	58%	$18.00		$0.00
CD71	Community Development	15.04.020	Mechanical Permits - Forced Air/Heater (up to 10,000 BTU)			$61.54					$61.54	$19.00	26.3%	$24.00	39%	$5.00	248	$1,240.00
CD72	Community Development	15.04.020	Mechanical Permits - Heaters (Suspended/Wall/Floor)			$71.80					$71.80	$12.00	100.0%	$24.00	33%	$12.00		$0.00
CD73	Community Development	15.04.020	Mechanical Permits - Issuance Fee			$117.89					$117.89	$34.00	17.6%	$40.00	34%	$6.00		$0.00
CD74	Community Development		Mechanical Permits - Misc. Level 1			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00	108	$1,296.00
CD75	Community Development		Mechanical Permits - Misc. Level 2			$123.09					$123.09	$47.00	14.9%	$54.00	44%	$7.00		$0.00
CD76	Community Development		Mechanical Permits - Misc. Level 3 (Hourly Rate)			$123.09					$123.09	$66/ Hour	9.1%	$72 / Hour	58%	$6.00		$0.00
CD77	Community Development		Mechanical Permit - Plan Check Fee									75% of Mechanical Permit	varies	85% of Mechanical Permit	n/a	n/a		$0.00
CD78	Community Development		Mechanical Permit - Plan Check Fee (Hourly Rate)			$123.09					$123.09	$82 / Hour	0.0%	$82 / Hour	n/a	$0.00		$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD78-A	Community Development		Mechanical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 1 (2 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD79	Community Development		Mechanical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 2 (4 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD80	Community Development		Mechanical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 3 (6 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD81	Community Development		Mechanical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 4 (8 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD82	Community Development		Mechanical Permit - Non-Residential Plan Check Fee (Hourly Rate) - Level 5 (Actual)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD83	Community Development		Mechanical Permits - Repair - Heating/Refrigeration			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00	108	$1,296.00
CD84	Community Development		Mechanical Permits - Vent Fan/Single Duct			$61.54					$61.54	$8.00	125.0%	$18.00	29%	$10.00		$0.00
CD85	Community Development		Mitigation/Cond/ Monitoring Compl Fee			$625.19					$625.19	$350.00	-7.4%	$324.00	52%	-$26.00	11	-$286.00
CD86	Community Development		Addt'l Square Footage Plan Check - Administration Fee			$261.07					$261.07	$156.00	-22.4%	$121.00	46%	-$35.00		$0.00
CD87	Community Development	15.08.030	Plumbing Permit - Gas Outlet			$61.54					$61.54	$12.00	100.0%	$24.00	39%	$12.00	56	$672.00
CD88	Community Development	15.08.030	Plumbing Permit - Interceptor Trap			$92.32					$92.32	$47.00	14.9%	$54.00	58%	$7.00	34	$238.00
CD89	Community Development	15.08.030	Plumbing Permit - Issuance Fee			$117.89					$117.89	$34.00	17.6%	$40.00	34%	$6.00		$0.00
CD90	Community Development	15.08.030	Plumbing Permit - Swimming Pool - Private			$61.54					$61.54	$36.00	0.0%	$36.00	58%	$0.00	28	$0.00
CD91	Community Development	15.08.030	Plumbing Permit - Water system			$123.09					$123.09	$16.00	50.0%	$24.00	19%	$8.00		$0.00
CD92	Community Development	15.08.030	Plumbing Permit - Gas System			$81.24					$81.24	$16.00	50.0%	$24.00	30%	$8.00	71	$568.00
CD93	Community Development	15.08.030	Plumbing Permit - Misc Level 1			$61.54					$61.54	$24.00	50.0%	$36.00	58%	$12.00	108	$1,296.00
CD94	Community Development	15.08.030	Plumbing Permit - Misc Level 2			$123.09					$123.09	$47.00	14.9%	$54.00	44%	$7.00		$0.00
CD95	Community Development	15.08.030	Plumbing Permit - Misc Level 3 (Hourly Rate)			$123.09					$123.09	$66.00	9.1%	$72 / Hour	58%	$6.00		$0.00
CD96	Community Development		Plumbing Plan Check Fee									75% of Plumbing Permit	varies	85% of Plumbing Permit	n/a	n/a		$0.00
CD97	Community Development		Plumbing Permit -Plan Check Fee (Hourly Rate)			$123.09					$123.09	$82 / Hour	0.0%	$82 / Hour	n/a	$0.00		$0.00
CD97-A	Community Development		Plumbing Permit -Non-Residential Plan Check Fee (Hourly Rate) - Level 1 (2 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD98	Community Development		Plumbing Permit -Non-Residential Plan Check Fee (Hourly Rate) - Level 2 (4 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD99	Community Development		Plumbing Permit -Non-Residential Plan Check Fee (Hourly Rate) - Level 3 (6 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD100	Community Development		Plumbing Permit -Non-Residential Plan Check Fee (Hourly Rate) - Level 4 (8 Hours)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD101	Community Development		Plumbing Permit -Non-Residential Plan Check Fee (Hourly Rate) - Level 5 (Actual)									$82 / Hour	0.0%	Delete	n/a	$0.00		$0.00
CD102	Community Development	15.08.030	Plumbing Permit - General Appliance			$61.54					$61.54	$12.00	100.0%	$24.00	39%	$12.00		$0.00
CD103	Community Development	15.08.030	Plumbing Permit - Gas Outlet (Over 5 on One System)									$7.00	0.0%	$7.00	n/a	$0.00		$0.00
CD104	Community Development	15.08.030	Plumbing Permit - House Sewer (New or Additional)			$81.24					$81.24	$24.00	50.0%	$36.00	44%	$12.00		$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD105	Community Development	15.08.030	Plumbing Permit- Sewer Cap	$0.00		$61.54	$258.32				$319.86	$122.00	-9.0%	$111.00	35%	-$11.00	71	-$781.00
CD106	Community Development	15.08.030	Plumbing Permit - Sewer Capping of Backfill (private system) - Bond Required			$123.09					$123.09	$24.00	50.0%	$36.00	29%	$12.00		$0.00
CD107	Community Development	15.08.030	Plumbing Permit - Swimming Pool - (Public or Semi-Public) - Each			$92.32					$92.32	$47.00	14.9%	$54.00	58%	$7.00		$0.00
CD108	Community Development		Property Entitlement Research (Non-PRA)			$70.10					$70.10	Based on Actual Cost	0.0%	Based on Actual Cost	n/a	$0.00		$0.00
CD109	Community Development		Request for Copy of Building Records			$169.89					$169.89	$84.00	14.3%	$96.00	57%	$12.00		$0.00
CD110	Community Development		Residential Impact Fee Analysis									Actual Cost	0.0%	Actual Cost	n/a	$0.00		$0.00
CD111	Community Development		Special Inspection/Re-inspection Fee - 4 Hours Min (Hourly Rate)			$356.60					$356.60	$127.00	n/a	$82 / Hour	n/a	n/a		$0.00
CD112	Community Development	15.40.040	Truth in Sales - Interior			$166.33					$166.33	$68.00	32.4%	$90.00	54%	$22.00		$0.00
CD113	Community Development		Data Extract - Single			$32.97					$32.97	$31.00	-51.6%	$15.00	45%	-$16.00	2	-$32.00
CD114	Community Development		Data Extract - Full			$65.95					$65.95	$31.00	-3.2%	$30.00	45%	-$1.00		$0.00
CD115	Community Development		Data Extract - Expanded (Hourly Rate)			$99.92					$99.92	$53/ Hour	-11.3%	$47 / Hour	47%	-$6.00		$0.00
CD116	Community Development		Restriping Parking Lots			$389.35					$389.35	$244.00	-18.0%	$200.00	51%	-$44.00		$0.00
CD117	Community Development		Map Duplication 24 x 36									$46.00	0.0%	$46.00	n/a	$0.00		$0.00
CD118	Community Development		Map Duplication 11 x 17									$19.00	0.0%	$19.00	n/a	$0.00		$0.00
CD119	Community Development		Map Duplication 8 1/2 x 11									$14.00	0.0%	$14.00	n/a	$0.00		$0.00
CD120	Community Development		Business Registration Fee			$32.49					$32.49	$18.00	0.0%	$18.00	55%	$0.00	93	$0.00
CD121	Community Development		Business License Duplication Fee			$24.98					$24.98	$11.00	0.0%	$11.00	44%	$0.00	50	$0.00
CD122	Community Development		Business License Application Storage (Scanning) fee			$49.96					$49.96	$9.00	166.7%	$24.00	48%	$15.00	10	$150.00
CD123	Community Development	5.04.300	Business License Fire Inspection: 0 - 5,000 sq ft						$73.87		$73.87	$54.00	35.2%	$73.00	99%	$19.00		$0.00
CD124	Community Development	5.04.300	Business License Fire Inspection: 5,001 - 10,000 sq ft						$110.81		$110.81	$108.00	1.9%	$110.00	99%	$2.00		$0.00
CD125	Community Development	5.04.300	Business License Fire Inspection: 10,001 - 15,000 sq ft						$147.74		$147.74	$108.00	36.1%	$147.00	99%	$39.00		$0.00
CD126	Community Development	5.04.300	Business License Fire Inspection: 15,001 sq or more						$295.48		$295.48	$215.00	37.2%	$295.00	100%	$80.00		$0.00
CD127	Community Development	18.58.070	Temporary Banner Permit			$101.02					$101.02	$44.00	-22.7%	$34.00	34%	-$10.00		$0.00
CD128	Community Development		Over the Counter Plan Check Fee - Level 1			$86.69					$86.69	$35.00	37.1%	$48.00	55%	$13.00		$0.00
CD129	Community Development		Building Permit Re-Issuance Fee			$68.90					$68.90	$42.00	-4.8%	$40.00	58%	-$2.00		$0.00
CD130	Community Development		Over the Counter Plan Check Fee - Level 2			$138.00					$138.00	$62.00	19.4%	$74.00	54%	$12.00		$0.00
CD131	Community Development		Over the Counter Plan Check Fee - Level 3 (Hourly Rate)			$194.43					$194.43	$75/Hour	33.3%	$100 / Hour	51%	$25.00		$0.00
CD132	Community Development		Building Permit Re-Issuance Inspection Fee			$123.09					$123.09	$24.00	50.0%	$36.00	29%	$12.00		$0.00
CD133	Community Development		Expired/Renewal Permit									Same as original permit fee	0.0%	Same as original permit fee	n/a	$0.00		$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD134	Community Development		Copy of Certificate of Occupancy			$45.99					$45.99	$24.00	-12.5%	$21.00	46%	-$3.00		$0.00
	Community Development	SB 1473	**SB 1473 - CA Building Standards**															$0.00
CD135	Community Development	SB 1474	~$1 - $25,000Valuation			$1.00					$1.00	$1.00	0.0%	$1.00	100%	$0.00		$0.00
CD136	Community Development	SB 1475	~$25,001 - $50,000			$2.00					$2.00	$2.00	0.0%	$2.00	100%	$0.00		$0.00
CD137	Community Development	SB 1476	~$50,001 - $75,000			$3.00					$3.00	$3.00	0.0%	$3.00	100%	$0.00		$0.00
CD138	Community Development	SB 1477	~$75,001 - $100,000			$4.00					$4.00	$4.00	0.0%	$4.00	100%	$0.00		$0.00
CD139	Community Development	SB 1478	~Every $25,000 or Fraction Thereof Above $100,000			$1.00					$1.00	$1.00	0.0%	$1.00	100%	$0.00		$0.00
CD140	Community Development		Zoning Verification Letter			$147.00					$147.00	n/a	n/a	$57.00	39%	n/a	16	$912.00
CD141	Community Development		Electrical Permit - Boiler Compressor/Absorption									$24.00	n/a	Delete	n/a	n/a		$0.00
CD142	Community Development		Affidavid for Duplication of Plans			$177.88					$177.88	n/a		$150.00	84%			$0.00
CD143	Community Development		Building Construction without Permit									na		Same as Building Permit				$0.00
CD144	Community Development		Change of Contractor									n/a		Same as Permit Issuance Fee				$0.00
	Community Development		**Construction & Demolition - Admin Fee**															$0.00
CD145	Community Development		~Under $49,999									$0.00	0.0%	$0.00	n/a			$0.00
CD146	Community Development		~$50,000-$500,000									$500 + $1 / $100 in valuation		$500 + $1 / $100 in valuation				$0.00
CD147	Community Development		~$500,001 and above									$5,000.00		$5,000.00				$0.00
CD148	Community Development		Electrical Permit - Branch Circuits - 1st (Commercial)			$123.09					$123.09	n/a		$47.00	38%			$0.00
CD149	Community Development		Electrical Permit - Branch Circuits - Each Addt'l (Commercial)			$61.54					$61.54	n/a		$24.00	39%			$0.00
CD150	Community Development		Electrical Permit - Branch Circuits (Residential)			$61.54					$61.54	n/a		$24.00	39%			$0.00
CD151	Community Development		Electrical Permit - Receptacles / Switches / Outlets (5 or less)									n/a		$4.80				$0.00
CD152	Community Development		Electrical Permit - Receptacles / Switches / Outlets (Each Addt'l over 5)									n/a		$2.50				$0.00
CD153	Community Development		Electrical Permit - Violation									n/a	n/a	Same as Electrical Permit Issuance Fee				$0.00
CD154	Community Development		Energy Plan Check - Level 1 (5 forms or less)									n/a	n/a	15% of the Original Permit Fee				$0.00
CD155	Community Development		Energy Plan Check - Level 1 (more than 5 forms)									n/a	n/a	20% of the Original Permit Fee				$0.00
CD156	Community Development	5.08.180	Job Fee									n/a	n/a	$1 per $1,000 of the total of building contract				$0.00
CD157	Community Development		Mechanical Permit - Other Mechanical Equipment			$61.54					$61.54	n/a		$24.00	39%			$0.00
CD158	Community Development		Mechanical Permit - Violation									n/a		Same as Mechanical Permit Issuance Fee				$0.00
CD159	Community Development		Plumbing Permit - Violation									n/a		Same as Plumbing Permit Issuance Fee				$0.00
CD160	Community Development		Public Noticing									n/a		$350.00	n/a			$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CD161	Community Development		Real Property Address Change (Non-Residential)			$353.17					$353.17	$220.00		$220.00	62%			$0.00
CD162	Community Development		SMIP - Commerical									Valuation x 0.00028%	0.0%	Valuation x 0.00028%	n/a			$0.00
CD163	Community Development		SMIP - Residential									Valuation x 0.00013%	0.0%	Valuation x 0.00013%	n/a			$0.00
PW1	Public Works	13.56.500	Curb/Gutter 0 - 50 Linear Ft				$638.02				$638.02	$136.00	36.0%	$185.00	29%	$49.00	14	$686.00
PW2	Public Works	13.56.500	Curb/Gutter Each Addt'l 50 Linear Ft				$134.50				$134.50	$26.00	15.4%	$30.00	22%	$4.00	19	$76.00
PW3	Public Works	13.56.500	Driveway				$638.02				$638.02	$136.00	36.0%	$185.00	29%	$49.00	27	$1,323.00
PW4	Public Works	13.56.500	Dumpster/Moving Container in Street (Per Week)				$390.37				$390.37	$85.00	17.6%	$100.00	26%	$15.00	12	$180.00
PW5	Public Works	13.56.500	Hydro - Punch Drill				$638.02				$638.02	$136.00	36.0%	$185.00	29%	$49.00	14	$686.00
PW6	Public Works	13.56.500	Access Cover				$638.02				$638.02	$136.00	36.0%	$185.00	29%	$49.00	13	$637.00
PW7	Public Works	12.04.050	Newsracks - Initial Inspection				$307.91				$307.91	$44.00	13.6%	$50.00	16%	$6.00	0	$0.00
PW8	Public Works	12.04.050	Newsracks - Each Addt'l Inspection				$134.50				$134.50	$26.00	15.4%	$30.00	22%	$4.00	0	$0.00
PW9	Public Works	12.04.050	Newsrack Tag Duplication				$206.43				$206.43	$18.00	11.1%	$20.00	10%	$2.00	0	$0.00
PW10	Public Works	13.56.500	Monitoring Well Permit				$638.05				$638.05	$136.00	36.0%	$185.00	29%	$49.00	8	$392.00
PW11	Public Works	13.28.000	Oversize Load Permit - Single Trip				$16.00				$16.00	$16.00	0.0%	$16.00	100%	$0.00	121	$0.00
PW12	Public Works		Oversize Load Permit - Annual				$90.00				$90.00	$90.00	0.0%	$90.00	100%	$0.00	16	$0.00
PW13	Public Works	13.56.500	Pavement - 0 - 1,500 sq ft				$638.05				$638.05	$136.00	36.0%	$185.00	29%	$49.00	29	$1,421.00
PW14	Public Works	13.56.500	Pavement - Each Addt'l 1500 sq ft.				$196.41				$196.41	$38.00	5.3%	$40.00	20%	$2.00	41	$82.00
PW15	Public Works	13.60.080	Permit to Remove/Trim Trees/Shrubs/Plants				$512.70				$512.70	$131.00	14.5%	$150.00	29%	$19.00	2	$38.00
PW16	Public Works	13.56.500	Plan Check (Hourly Rate)				$282.77				$282.77	$66.00	43.9%	$95.00	34%	$29.00	35	$1,015.00
PW17	Public Works	13.60.080	Planting Trees				$388.33				$388.33	$95.00	5.3%	$100.00	26%	$5.00	9	$45.00
PW18	Public Works	12.04.040	Registration of Newsrack				$140.14				$140.14	$33.00	42.4%	$47.00	34%	$14.00	0	$0.00
PW19	Public Works	13.56.500	Separate Pour Inspection				$526.26				$526.26	$115.00	30.4%	$150.00	29%	$35.00	0	$0.00
PW20	Public Works		Sewer Connection				$638.05				$638.05	$136.00	36.0%	$185.00	29%	$49.00	0	$0.00
PW21	Public Works		Sewer Lateral				$704.35				$704.35	$178.00	12.4%	$200.00	28%	$22.00	8	$176.00
PW22	Public Works	9.20.060	Shopping Carts - Admin				$260.51				$260.51	$58.00	10.3%	$64.00	25%	$6.00	0	$0.00
PW23	Public Works	13.56.500	Sidewalk-Base 0 - 100 SQUARE Ft				$638.05				$638.05	$136.00	36.0%	$185.00	29%	$49.00	46	$2,254.00
PW24	Public Works	13.56.500	Sidewalk-Base Aach Addt'l 100 Sq Ft				$134.50				$134.50	$26.00	15.4%	$30.00	22%	$4.00	111	$444.00
PW25	Public Works	13.56.500	Trench Excavation 1 - 100 Linear Feet				$638.05				$638.05	$136.00	36.0%	$185.00	29%	$49.00	6	$294.00
PW26	Public Works	13.56.500	Trench Excavation - Each Addt'l 100 Linear Feet				$258.32				$258.32	$51.00	9.8%	$56.00	22%	$5.00	36	$180.00
PW27	Public Works		Utility Cuts				$836.94				$836.94	$184.00	33.7%	$246.00	29%	$62.00	65	$4,030.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
PW28	Public Works		Utility Work, Per Location				$836.94				$836.94	$184.00	33.7%	$246.00	29%	$62.00	441	$27,342.00
PW29	Public Works		Traffic Control Permit - 1 Day				$917.10				$917.10	$253.00	18.6%	$300.00	33%	$47.00	80	$3,760.00
PW30	Public Works		Traffic Control Permit - Each Addt'l Day				$318.47				$318.47	$62.00	9.7%	$68.00	21%	$6.00	276	$1,656.00
PW31	Public Works	13.56.500	Misc - Project Research (Hourly Rate)				$390.41				$390.41	$85.00	17.6%	$100.00	26%	$15.00	54	$810.00
	Public Works	PW	**Misc - Non-Research (Hourly Rate, 1 Hr Minimum)**														57	$0.00
PW32	Public Works		~Associate Engineer				$281.49				$281.49	n/a	n/a	$89.00	32%	n/a	0	$0.00
PW33	Public Works		~Engineering Aide				$256.92				$256.92	n/a	n/a	$64.00	25%	n/a	0	$0.00
PW34	Public Works		~Engineering Tech				$263.96				$263.96	n/a	n/a	$72.00	27%	n/a	0	$0.00
RH1	Recreation - Facility Rental	11.08.040	Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)		$413.67						$413.67	$200.00	0.0%	$200.00	48%	$0.00	46	$0.00
RH2	Recreation - Facility Rental	11.08.040	Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)		$486.27						$486.27	$175.00	0.0%	$175.00	36%	$0.00	19	$0.00
RH3	Recreation - Facility Rental	11.08.040	Resident - Baseball Diamond - Private Rental (4 hours)		$431.92						$431.92	$200.00	0.0%	$200.00	46%	$0.00	56	$0.00
RH4	Recreation - Facility Rental	11.08.040	Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)		$431.92						$431.92	$200.00	0.0%	$200.00	46%	$0.00	79	$0.00
RH5	Recreation - Facility Rental	11.08.040	Resident - Room Rentals - Private Rentals (4 hours)		$252.91						$252.91	$50.00	0.0%	$50.00	20%	$0.00	87	$0.00
RH6	Recreation - Facility Rental	11.08.040	Resident - Sports Field - Private Rental (4 hours)		$486.27						$486.27	$175.00	0.0%	$175.00	36%	$0.00	48	$0.00
RH7	Recreation - Facility Rental	11.08.040	Resident - Picnic Shelters - Private Rental (4 hours)		$258.23						$258.23	$30.00	0.0%	$30.00	12%	$0.00	148	$0.00
RH8	Recreation - Facility Rental	11.08.040	Resident - Primm Pool - Private Rental (3 hours)		$1,086.35						$1,086.35	$225.00	0.0%	$225.00	21%	$0.00	9	$0.00
RH9	Recreation - Facility Rental	11.08.040	Resident - Tennis Courts - Private Rental (2 courts)		$366.93						$366.93	$225.00	-11.1%	$200.00	55%	-$25.00	11	-$275.00
RH10	Recreation - Facility Rental	11.08.040	Other Facilities Otherwise Not Listed (Resident and Non-Resident) (4 hours)		$468.02						$468.02	$269.00	0.4%	$270.00	58%	$1.00	6	$6.00
RH11	Recreation - Facility Rental	11.08.040	Non-Resident - Auditorium - Nakaoka (Entire Area) - Private Rental (4 hours)		$413.67						$413.67	$245.00	-2.0%	$240.00	58%	-$5.00		$0.00
RH12	Recreation - Facility Rental	11.08.040	Non-Resident - Auditorium - Rowley or 1/2 Nakaoka (one section only) - Private Rental (4 hours)		$486.27						$486.27	$192.00	9.4%	$210.00	43%	$18.00		$0.00
RH13	Recreation - Facility Rental	11.08.040	Non-Resident - Baseball Diamond - Private Rental (4 hours)		$431.92						$431.92	$244.00	-1.6%	$240.00	56%	-$4.00		$0.00
RH14	Recreation - Facility Rental	11.08.040	Non-Resident - Gymnasium (Rowley/Rush) - Private Rental (4 hours)		$431.92						$431.92	$244.00	-1.6%	$240.00	56%	-$4.00		$0.00
RH15	Recreation - Facility Rental	11.08.040	Non-Resident - Room Rentals - Private Rentals (4 hours)		$252.91						$252.91	$118.00	-15.3%	$100.00	40%	-$18.00		$0.00
RH16	Recreation - Facility Rental	11.08.040	Non-Resident - Sports Field - Private Rental (4 hours)		$486.27						$486.27	$244.00	-13.9%	$210.00	43%	-$34.00		$0.00
RH17	Recreation - Facility Rental	11.08.040	Non-Resident - Picnic Shelters - Private Rental (4 hours)		$258.23						$258.23	$74.00	1.4%	$75.00	29%	$1.00		$0.00
RH18	Recreation - Facility Rental	11.08.040	Non-Resident - Primm Pool - Private Rental (3 hours)		$1,086.35						$1,086.35	$255.00	5.9%	$270.00	25%	$15.00		$0.00
RH19	Recreation - Facility Rental	11.08.040	Non-Resident - Tennis Courts - Private Rental (2 courts)		$366.93						$366.93	$232.00	3.4%	$240.00	65%	$8.00		$0.00
CT1	City Treasurer		Non-Sufficient Funds Check Fee					$33.22			$33.22	$25.00	n/a	1st is $25/ Any after is $35 per Occurance	n/a	$0 for 1st & $10 for each subsequent NSF	18	$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
CC1	City Clerk		Document Certification					$38.45			$38.45	$33.00	-3.0%	$32.00	83%	-$1.00	10	-$10.00
CC2	City Clerk		Document Copy - Microfilm Records					$25.45			$25.45	$19.00	0.0%	$19.00	75%	$0.00	2	$0.00
CC3	City Clerk		Document Copy - City Council Minutes (Annual - All Meetings)					$31.43			$31.43	$24.00	0.0%	$24.00	76%	$0.00	2	$0.00
CC4	City Clerk		Document Search - Archived Records (Non - PRA)					$29.19			$29.19	$19.00	10.5%	$21.00	72%	$2.00	1	$2.00
CC5	City Clerk	2.26.150	Lobbyist - Registration Statement/Amended Registration Statement/Annual Report Filing Fee					$31.43			$31.43	$22.00	9.1%	$24.00	76%	$2.00	1	$2.00
CC6	City Clerk	2.26.150	Lobbyist Employer, Lobbying Firm - Registration Statement/Amended Registration Statement/Annual Report Filing Fee					$44.14			$44.14	$32.00	3.1%	$33.00	75%	$1.00		$0.00
CC7	City Clerk	2.26.150	Lobbyist - Late Fee (Penalty)					$33.00			$33.00	$22.00	50.0%	$33.00	100%	$11.00		$0.00
CC8	City Clerk	2.26.150	Lobbyist Employer, Lobbying Firm - Late Fee (Penalty)					$33.00			$33.00	$32.00	3.1%	$33.00	100%	$1.00		$0.00
CC9	City Clerk		Notary Services					$24.33			$24.33	$19.00	-47.4%	$10.00	41%	-$9.00	6	-$54.00
G1	All Departments - General		Documents - Faxed Per Page									$0.10	0.0%	$0.10	n/a	$0.00		$0.00
G2	All Departments - General		Documents - Mailed Special @ Actual Cost									Actual Cost	0.0%	Actual Cost	n/a	$0.00		$0.00
G3	All Departments - General		Documents - Mailed Standard @ Acutal Cost									Actual Cost	0.0%	Actual Cost	n/a	$0.00		$0.00
G4	All Departments - General		Photocopies Per Page - Standard, 8.5 x 11									$0.10	0.0%	$0.10	n/a	$0.00		$0.00
G5	All Departments - General		Photocopies Per Page - Color, 8.5 x 11									$0.15	0.0%	$0.15	n/a	$0.00		$0.00
G6	All Departments - General		Photocopies Per Page - Special Paper									$0.15	0.0%	$0.15	n/a	$0.00		$0.00
G7	All Departments - General		Outside Reproduction - Misc									Actual Cost	0.0%	Actual Cost	n/a	$0.00		$0.00
G8	All Departments - General		Duplication - Audio/Visual per CD, DVD, PRA									$0.50	0.0%	$0.50	n/a	$0.00		$0.00
G9	All Departments - General		Duplication - Audio/Visual per CD, DVD, Non-PRA									$0.50 + Actual Cost	0.0%	$.50 + actual cost	n/a	$0.00		$0.00
G10	All Departments - General		Scanning Fee - Admin									$10.00	0.0%	$10.00	n/a	$0.00		$0.00
G11	All Departments - General		Scanning Fee - 8 1/2 x 11 B/W									$0.10	0.0%	$0.10	n/a	$0.00		$0.00
G12	All Departments - General		Scanning Fee - 8 1/2 x 11 Color									$0.25	0.0%	$0.25	n/a	$0.00		$0.00
G13	All Departments - General		Scanning Fee - 11 x 17, 22 x 34 B/W, Color									$0.95	0.0%	$0.95	n/a	$0.00		$0.00
G14	All Departments - General		Scanning Fee - 24 x 34 - 36, 36 x 48 B/W									$1.65	0.0%	$1.65	n/a	$0.00		$0.00
G15	All Departments - General		Scanning Fee - 24 x 34 - 36, 36 x 48 Color									$3.00	0.0%	$3.00	n/a	$0.00		$0.00
G16	All Departments - General		Scanning Fee - Bigger than 36 x 48, B/W									$1.90	0.0%	$1.90	n/a	$0.00		$0.00
G17	All Departments - General		Scanning Fee - Certified Plans									$6.00	0.0%	$6.00	n/a	$0.00		$0.00
G18	All Departments - General		Scanning Fee - Microfiche 16mm									$0.25	0.0%	$0.25	n/a	$0.00		$0.00
G19	All Departments - General		Scanning Fee - Microfiche 35mm									$0.50	0.0%	$0.50	n/a	$0.00		$0.00

City of Gardena - Proposed Fee Schedule

	Department	GMC Reference	Fee/Permit Name	Police	Recreation & Human Services	Community Development	Public Works	City Clerk & Treasurer	Fire	Executive Office	Total Cost /Unit	Current Fee	Change in Fee Rate in %	Proposed Fee	Recovery Rate	Variance	Actual Activity 2014/15	Annual Increased Revenue
G20	All Departments - General		Scanning Fee - Duplicate CD Disk									$15.00	0.0%	$15.00	n/a	$0.00		$0.00
G21	All Departments - General		Scanning Fee - Special Scanning									Actual Cost	0.0%	Actual Cost	n/a	$0.00		$0.00
AC1	Animal Control	6.08.020	Animal License - Un-Altered Dog									$40.00	0.0%	$40.00	n/a	$0.00		$0.00
AC2	Animal Control	6.08.020	Animal License - Altered Dog									$20.00	0.0%	$20.00	n/a	$0.00		$0.00
AC3	Animal Control	6.02.030	Animal License - Altered Dog, Senior Rate									$7.50	0.0%	$7.50	n/a	$0.00		$0.00
AC4	Animal Control		Animal License - Un-Altered Cat									$10.00	0.0%	$10.00	n/a	$0.00		$0.00
AC5	Animal Control		Animal License - Altered Cat									$5.00	0.0%	$5.00	n/a	$0.00		$0.00
AC6	Animal Control		Animal License - Altered Cat, Senior Rate									$0.00	0.0%	$0.00	n/a	$0.00		$0.00
AC7	Animal Control	6.02.020	Animal License - Penalty Fee									$20.00	0.0%	$20.00	n/a	$0.00		$0.00
																	Total Building Permit and Plan Check Increase:	$57,341.31
																	Total Annual Increase:	**$276,501.31**

City of Gardena
City Council Meeting

Agenda Item No.: 8. A. (2)
Department: Elected & Administrative Offices
Meeting Date: March 8, 2016
Resolution No. : 6216

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: Resolution No. 6216, Adopting the Fiscal Year 2015-2016 Mid-Year Budget Amendments

COUNCIL ACTION REQUIRED: Adopt Resolution No. 6216 Amending the Fiscal Year 2015-2016 Budget	Action Taken

STAFF SUMMARY AND RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 6216, amending the two-year budget for the Fiscal Year 2015-2016.

A comprehensive mid-year review of the City's financial condition for Fiscal Year 2015-2016 has been completed. The review consisted of a thorough analysis of the City's revenue and expenditures as of Dec 31, 2015, compared to the same period in the previous year. These revenue and expenditure amounts were then compared to the current year budgeted amounts and variances were investigated to see if amendments to the budget were necessary.

Recommendations regarding any adjustments, which amend the Adopted Budget for Fiscal Year 2015-2016, were presented and approved by the Finance Committee on January 27, 2016.

As a result of our analysis, the General Fund Revenue projections are being increased by $5,631,757 and General Fund Expenditure projections are being increased by $125,000.

The net change results in a $5,506,757 increase to the City's General Fund Reserve, which is projected to be $21, 285,000 on June 30, 2016.

A preliminary review of the General Fund Budget for Fiscal Year 2016-2017 was completed and presented to the Finance Committee with the General Fund projecting $54,319,682 in Revenue and $54,260,780 in Expenditures for a net projected surplus of $58,902 on June 30, 2017.

FINANCIAL IMPACT/COST:
Projected Increase of $5,506,757 to the General Fund Reserve on June 30, 2016.

ATTACHMENTS:

- Staff Report
- Resolution No. 6216

Submitted by _____, **Clint Osorio, Chief Fiscal Officer** **Date** 03/08/16

Concurred by _____, **Mitchell G. Lansdell, City Manager** **Date** 03/08/16

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No.: 8. A. (2)
Department: Elected & Admin Offices
Meeting Date: 3/8/2016
Resolution No.: 6216

AGENDA TITLE: Resolution No. 6216, Adopting the Fiscal Year 2015-2016 Mid-Year Budget Amendments

RECOMMENDATION:

Staff respectfully recommends that the City Council adopt Resolution No. 6216 amending the Two-Year Budget for the Fiscal Year 2015-2016.

BACKGROUND:

The Finance Division has completed and presented to the Finance Committee, at their January 27, 2016, meeting, a comprehensive mid-year review of the City's financial condition and a preliminary General Fund Budget for Fiscal Year 2016-2017.

The mid-year review presented was based upon actual revenues and expenditures accounted for through the first half of the fiscal year (July 1, 2015 through December 31, 2015).

The mid-year review focus is threefold. First, is a complete review of the revenues as of December 31, 2015, comparing the amounts to the same period last year and to the current year budget. Any significant variances are investigated and adjustments are presented at the mid-year point to allow for corrective action to be taken.

Next, a review of operating expenditures is conducted to make certain all programs are tracking on course. For the most part, 50% of appropriations should be expended at the mid-year juncture. Any deviations from this standard are investigated. Changes are proposed, as needed.

Lastly, a review of long term capital projects, which may impact multiple budget years, is conducted. This analysis is completed to make certain current-year expenditures do not exceed restricted project budgets and available resources.

The preliminary General Fund Budget for Fiscal Year 2016-2017 is a preview of the upcoming General Fund budget based upon an analysis of historical revenue and expenditure amounts considering the current and future economic climates.

Fiscal Year 2015-2016- Mid-Year Review

General Fund:

Revenues
Overall, based on mid-year revenue projections, revenue is being amended to increase the 2015-2016 Adopted Budget from $51,504,508 to $57,136,265; an increase of $5,631,757. This represents a 10.9% increase when compared to the Original Budget Adopted on June 24, 2014. The primary indicators of this increase are described below.

Other Revenue -The Adopted Budget for Other Revenue for Fiscal Year 2015-2016 was $595,000. Based on mid-year projections this amount is being amended to $6,175,000. This represents an increase of $5,580,000. The majority of this increase is related to the sale of the Van Ness Property for $4,968,304 in July 2015.

Interest Income- The Adopted Budget for Interest Income was $125,000. Based on mid-year projections the amount is being amended to $150,000. This represents an increase of $25,000, which is primarily related to the City actively seeking out higher interest earning investment options.

Staff will continue to monitor these recommended adjustments throughout the remainder of the year and will come back to the City Council if further action is needed.

Expenditures

At mid-year (December 31, 2015), expenditures are tracking close to budget. With a General Fund Budget of $51,487,817, and $28,421,047 in actual expenditures as of December 31, 2015, the City has expended 55.2 % of the Budget. This is slightly higher than the 50% mark, but the increase is related to the City making a $2.87 Million PERS prepayment in July 2015, which saved the City approximately $105,000 in interest fees.

In reviewing the general fund expenditure accounts at mid-year, it was noted that one of the General Fund Type accounts, the Juvenile Justice and Intervention Program, did not have an adopted budget. Based on a review of the historical and current expenditures we are requesting to amend the Fiscal Year 2015-2016 budget and add $125,000 in budgeted expenditures for this program.

The net increase between the recommended revenue and expenditure budget adjustments is an increase of $5,506,757. This increase will directly contribute to the General Fund Reserve Balance, which is projected to be $21,285,000 on June 30, 2016.

Special Revenue Funds

The City has several special revenue funds. Most of these funds are grant funds which will be reconciled at year-end, as expenditures are based on all available funds including any carry-over funds from the prior fiscal year and any supplemental revenue received. As of December 31, 2015, all special revenue funds are being monitored to ensure funds are expended timely and reimbursement requests are submitted to the granting agencies to keep the City's coffers whole.

Municipal Bus Line

The Municipal Bus Line is funded primarily by grants and will follow the same model as the City's Special Revenue Funds. The Finance Division continues to work closely with the Transportation Department to ensure timely submission of reimbursement requests so the City's cash position is in good standing.

2016-2017 PRELIMINARY GENERAL FUND BUDGET

A comprehensive review of historical and current economic indicators was used to derive a preliminary General Fund Budget for Fiscal Year 2016-2017. The Revenue projection is $54,319,682; an increase of $2,815,174 or 5.5 % from the 2015-2016 original Adopted Budget. The Expenditure projection is $54,260,780; an increase of $2,772,963 or 5.4% from the 2015-2016 Original Adopted Budget. This results in a net surplus of $58,902 for Fiscal Year 2016-2017.

FISCAL IMPACT/COST:

By approving the mid-year changes to the FY 2015-2016 budget, as presented, the budget projections will better reflect the anticipated year-end results for a number of City programs. All funds are expected to be balanced as of June 30, 2016.

Submitted by: _____ **Date:**_____
Clint D. Osorio, Chief Fiscal Officer

Approved by: _____ **Date:**_____
Mitchell G. Lansdell, City Manager

RESOLUTION NO. 6216

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING THE TWO-YEAR BUDGET FOR SAID CITY FOR THE FISCAL YEAR 2015-2016

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

WHEREAS, on June 24, 2014, the City Council adopted a two-year budget, covering the fiscal years commencing July 1, 2014, to and including June 30, 2015, and July 1, 2015, to and including June 30, 2016; and

WHEREAS, said budget 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 2015-2016 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 two-year municipal budget for the City of Gardena for the fiscal year 2015-2016 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 the City Manager is hereby authorized to proceed with the implementation of the work program as incorporated in the approved and amended two-year budget; 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 8th day of March, 2016.

PAUL K. TANAKA, Mayor

ATTEST:

MINA SEMEMZA, City Clerk

APPROVED AS TO FORM:

PETER L. WALLIN, City Attorney

City of Gardena
City Council Meeting

Agenda Item No. 8. A. (3)
Department: ELECTED and ADMINISTRATIVE OFFICES
Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA TITLE: CITY OF GARDENA FIVE-YEAR STRATEGIC PLAN, 2016-2021

COUNCIL ACTION REQUIRED:	Action Taken
Receive and File the Five-Year Strategic Plan 2016-2021	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council receive and file the Five-Year Strategic Plan 2016-2021.

The Plan will serve as a five-year roadmap of Gardena's vision for the future through a number of goals, objectives, and strategies.

As Staff developed the Strategic Plan, we received substantial support and feedback from our community and our City employees.

The Strategic Plan is a living document which features a comprehensive framework that can be adjusted based on current needs of the community; as well as to ensure that priorities set by the City Council are clear, concise, and are being met by City Staff.

On a periodic basis, the City will provide updates regarding the progress and performance of the components of the Plan.

SEVEN KEY GOALS:

1. Community Safety
2. Recreation, Human Services, Parks and Facilities
3. Economic Development
4. City Fiscal Stability
5. Transportation
6. City Facilities and Infrastructure
7. Gardena Workforce Excellence

FINANCIAL IMPACT/COST:

Implementation of Plan components to be appropriated as part of the Annual Budget

ATTACHMENT:

Five-Year Strategic Plan 2016-2021

Submitted by Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Dated: 03/03/2016**

City of Gardena
City Council Meeting

Agenda Item No. 8. A. (4) (a) & (b)
Department: ELECTED and ADMINISTRATIVE OFFICES
Meeting Date: 03/08/2016
Resolution No.: 6219

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: AUTHORIZATION TO PROCEED WITH DEVELOPMENT OF THE PUBLIC SAFETY FACILITY AND SENIOR COMMUNITY CENTER, BASED ON INITIAL NEEDS ASSESSMENT CONCEPT DESIGN PERFORMED BY KOSMONT & ASSOCIATES, INC.

(a) RESOLUTION NO. 6219, Appropriating $15 Million from General Fund Reserve to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54, for Construction of the Public Safety Facility; and $2.9 Million for the Construction of the Senior Community Center from the In-Lieu Fund to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54

(b) Approval of Amendment to Consultant Agreement for Drafting of Request for Qualifications / Request for Proposals (RFQ/P) and Assistance in Managing the Process ("Project") to Identify a Design Build Team to Construct and Deliver a New Public Safety Facility and Senior Community Center with Kosmont & Associates, Inc.

COUNCIL ACTION REQUIRED:	**Action Taken**
• Adopt Resolution No. 6219 • Approve Amendment to Consultant Agreement with Kosmont & Associates, Inc.	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council adopt Resolution No. 6219 and Approve the Amendment to the Consultant Agreement with Kosmont & Associates, Inc.

The City purchased a number of properties adjacent to the Civic Center during 2011 and 2012 [House at 1744 West 162nd Street, Goodwill Industries building at 16220 South Western Avenue, and commercial center (Justin Plaza) at 16206 South Western Avenue]. The intent was to provide space for a new police station and senior community center.

At the January 27, 2016, Finance Committee meeting, Staff presented a recommendation that, after a review of the various alternatives, construction of a new 35,000 sq. ft. Police Facility and a 6,600 sq. ft. Senior Community Center on the grounds of the civic center were the best alternatives. The recommended funding, outlined below, allows for construction without any further indebtedness:

Police Facility / Senior Community Center Funding Sources

POLICE FACILITY:	General Fund Reserve Appropriation	$ 15,000,000
	Asset Forfeiture	2,000,000
	Gardena Police Foundation	500,000
	Sub-Total:	$ 17,500,000
SR. COMMUNITY CTR.:	Park in Lieu Funds	$ 2,900,000
	TOTAL:	**$ 20,400,000**

The Finance Committee concurred with Staff's recommendation to present the project and funding to the full City Council for approval. Following the approval of the recommended alternatives and funding by the Finance Committee, Staff solicited a proposal from Kosmont and Associates, Inc. to develop and manage a Request for Qualifications and Request for Proposal (RFP/Q) process to solicit responses from qualified teams; also to provide assistance to evaluate and select a preferred delivery partner.

Kosmont & Associates, Inc. ("Kosmont"), in association with Roth Sheppard Architects ("RSA"), assisted the City with the initial assessments and evaluations. Kosmont & Associates, Inc., a certified minority business enterprise, is a real estate, financing advisory, and economic development services firm offering a full range of services. Kosmont and RSA meet the requirements for the services and deliverables of Tasks 1-4, as demonstrated by their span of skills, experience, and references for local governments and public safety. Under Government Code, §4526, they can be awarded on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of Tasks 1-4. The total cost for Tasks 1-4 is estimated at $35,000.

FINANCIAL IMPACT/COST: Expense: $35,000 from General Fund

ATTACHMENTS: 1) Staff Report; 2) Resolution No. 6219; 3) Amendment to Kosmont & Associates, Inc. Consultant Agreement

Submitted by Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager Dated: 03/03/2016**

2016 to 2021

Gardena Strategic Plan

City of Gardena

March 8, 2016

City of Gardena
5-Year Strategic Plan
2016-2021

Gardena City Council

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Message from the City Manager

To: Honorable Mayor Tanaka and Members of City Council

I am pleased to present the City of Gardena's 2016-2021 Five-Year Strategic Plan. The plan will serve as a five-year roadmap of Gardena's vision for the future through a number of goals, objectives and strategies.

As Staff developed the Strategic Plan, we received substantial support and feedback from our community and our City employees.

The City held a total of fourteen community meetings, including the annual Community Forum, which was held on Thursday, February 18, 2016, at the Nakaoka Community Center. Approximately 150 residents and employees were in attendance, as well as State Assemblyman David Hadley and most of our council members. Community surveys were available in hard copy for attendees, and Staff was available to answer questions about the survey. Police Chief Ed Medrano spoke at length about how important it was that members of the community provide input to the City for the development of the Strategic Plan.

The City created two different surveys: a community based one and one for City of Gardena employees. Chief Ed Medrano explained that the survey could be accessed on Gardena's website, was available in hard copy format, and was also offered through the *Gardena Direct* application. The Recreation, Human Services, Parks, and Facilities Department also held events at Rowley Park and at the Nakaoka Community Center and received a number of surveys. The City received over 100 responses from the community and 117 responses from employees. The details of the both surveys are included in the appendix section of this Strategic Plan.

As the City implements the various projects and programs outlined in the Strategic Plan, City Staff will continue to work with our community to build upon the partnerships we have established.

I look forward to many years of progress and important developments within our City, and extend my personal appreciation to the Department Heads and City Staff for their hard work and cooperation while completing this Five-Year Strategic Plan.

Respectfully,

Mitchell G. Lansdell

MITCHELL G. LANSDELL
City Manager

Executive Summary

The City of Gardena was incorporated on September 11, 1930 as a general law city and operates under the Council-Manager form of government. Policy-making and legislative authority are vested in a governing council consisting of four members of the City Council and an elected Mayor. Gardena offers full range of municipal services, including police and code enforcement; recreation and human services; public works; streets and parks; planning and building services; engineering; transportation services (GTRANS); and general administration. Fire services are contracted with Los Angeles County.

A Strategic Plan is a living document which features a comprehensive framework that can be adjusted based on the current needs of the community; and to ensure that the priorities set by the City Council are clear, concise, and are being met by City staff. On a periodic basis, the City will provide updates on the progress and performance of each goal, objective, and strategy. As such, the plan may be modified to ensure that stated goals are aligned with the needs of the community.

Through a series of community and employee outreach efforts, the City identified seven key goals:

1. Community Safety
2. Recreation, Human Services, Parks & Facilities
3. Economic Development
4. City Financial Stability
5. Transportation
6. City Facilities & Infrastructure
7. Gardena Workforce Excellence

Each of these goals have specific goals and strategies identified and outlined in order to support, implement, accomplish these goals. The strategies are essentially the series of steps leading to the action plans to fully and successfully execute the completion of these goals. The Strategic Plan also incorporates an Action Plan Worksheet. This section takes the Goals, Objectives, and Strategies and assigns the responsible department and division, the frequency of progress and performance reviews, lists any unfunded areas and the associated estimated costs, and the timeframe in which the projects are to be completed. Finally, the Strategic Plan includes summaries of the surveys administered as well as the data compiled based on the feedback received from the community and employees, along with other important miscellaneous statistical data about the City.

Section One

What is a Strategic Plan?

A Strategic Plan is comprised of core components which are the organization's Mission, Vision, and Guiding Principles (Values); as well as the plan's Goals, Strategies, and Action Plan. A Mission Statement is a clear statement of where the City is going and how it intends to get there. The organization's Vision is a statement of the desired future state. The set of Guiding Principles (Values) illustrates the manner in which the mission and vision are executed and guide the overall conduct of the organization.

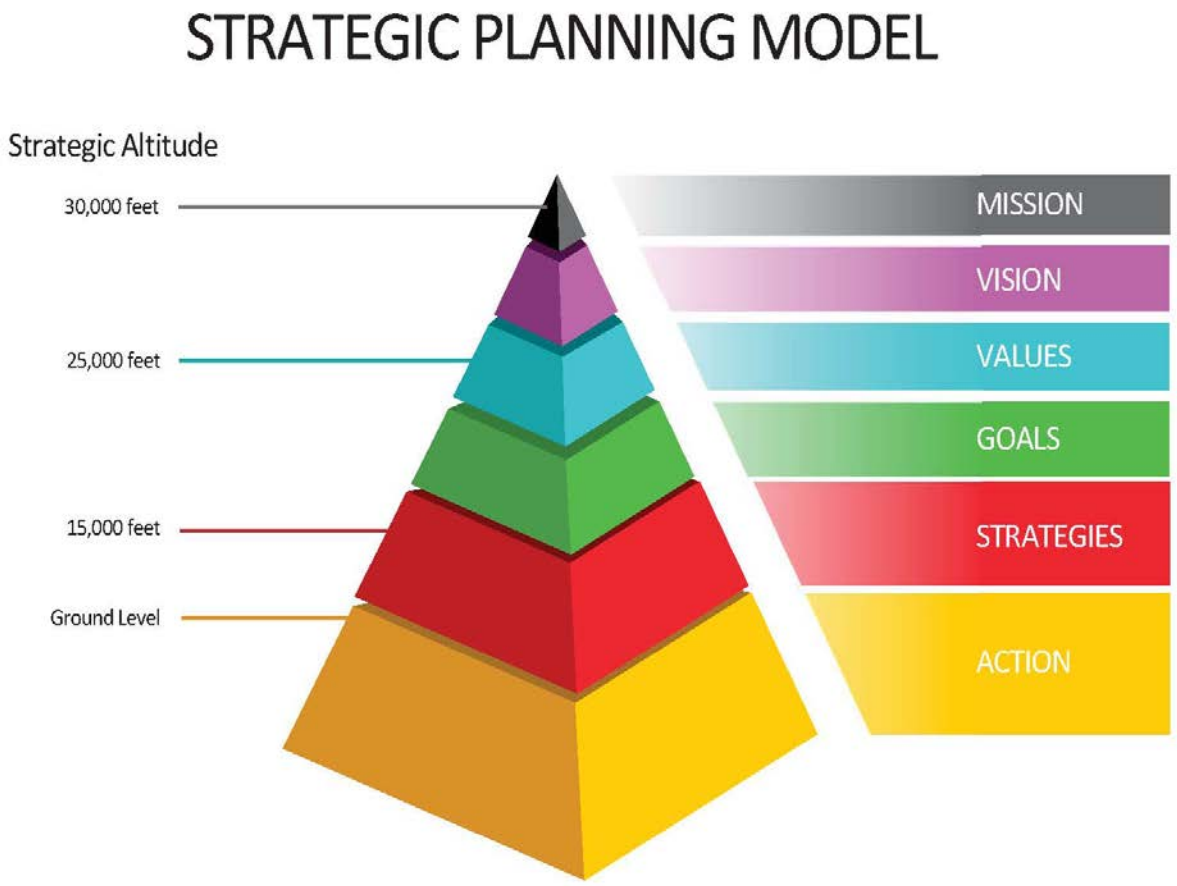
A Strategic Plan will provide the framework to link identified objectives to the budget process, capital improvement plan, important policy considerations, economic development initiatives, and the organization's desire for continuous improvement. In summary, a Strategic Plan helps translate the community's vision and City Council's goals to the organization – enabling the organization to better serve the community.

A Strategic Planning Model is used to frame this Strategic Plan. In the Strategic Planning Model seen below, there are six main levels of a Strategic Planning Pyramid. These levels are viewed from different vantage points within the organization and are commonly referred to as the Strategic Altitude. The Mission Statement explains the organization's reason for existence. It is often viewed from the highest vantage of the organization which is

at the 30,000-foot level. The vision statement describes the organization as it would appear in a future successful state. The values statement describes what the organization believes and how it will behave. Often, the values statement is viewed from the 25,000-foot level.

The Goals sections serve as the pillars which drives the organization to fulfill the vision's timeframe in which the plan is design for. Strategies are the means to achieve the Goals and it is often viewed from a relatively lower vantage point at around 15,000-foot level, which gives a more detailed view rather than a generalized view as seen from the 30,000-foot level. Lastly, the Action or Action Plan is at the ground level, and it is what sets the strategies into motion and becomes actionable. The Action Plan is also further discussed in greater detail during the budgetary process of the City.

The image below depicts the Strategic Planning Model and its various components as well as the relative Strategic Altitudes where the components are viewed and developed from.



The City of Gardena's
Mission, Vision, and Values

Mission

The City of Gardena is 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.

Vision

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

Core Values

Community Values

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

Organizational Values

- Fiscal Accountability
- Workforce Excellence
- Community Involvement

Reading the Plan

The Five-Year Strategic Plan identifies the goals and priorities that our City will complete in the coming years. This Strategic Plan guides readers through the City of Gardena's seven Goals resulting from the interviews, community meetings and forums, and community and employee survey information. Each of the Goals has Objectives and accompanying Strategies to be implemented within the next five years. The following is a brief definition of the Goals, Objectives and Strategies:

Goals are topics that are likely to involve either singular or multiple departments and have a number of different objectives. Combining objectives within goals helps to ensure that activities covering similar areas are aligned to produce effective and efficient results.

Objectives are typically multi-year in nature. The timeframe for achieving an objective differs, but is typically within three to five years. However, some are very complex and requires many years past the initial five years. There are some objectives that perpetuate indefinitely because they may evolve over time but the essential need is the same.

Strategies are the means to achieve the goals. The timeframe for implementing strategies can be within a single budget year and may span several years depending on the specific program or projects undertaken.

The Five-Year Strategic Plan should not be considered static by any means. The Strategic Plan will continue to evolve as City staff provides periodic updates to the City Council and its community during regularly scheduled Council meetings, Council Committee meetings, community forums and the budget process. We also live in a very dynamic and ever-changing economic environment and the need to revisit and review the Strategic Plan is more important than ever.

Section Two

Strategic Plan Goals / Objectives / Strategies

Goal One

Community Safety

A safe and secure community is essential to the quality of life and economic success for the City of Gardena. The City is committed to a high level of public safety and working in partnership with the community to maintain a safe and secure City.

Primary Objectives

The City of Gardena has identified five objectives to promote a safe and secure community. These objectives are:

1. To continue to evolve our Community Policing Programs and District Policing Model in order to strengthen trust with our community partners by incorporating the principles of Procedural Justice and Constitutional Policing.

2. Intelligently impact crime and disorder through evidence based efforts and best practices in order to enhance safety within our community.

3. Promote organizational accountability to ensure employee responsibility at all levels of the organization.

4. Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to develop the highest levels of professionalism.

5. Enhance the quality of life within our community by focusing on public safety integration, communications and community outreach.

Strategies

1. **To continue to evolve our Community Policing Programs and District Policing Model in order to strengthen trust with our community partners by incorporating the principles of Procedural Justice and Constitutional Policing.**

	Strategies	Start Year
1a.	Publish and analyze a community survey to measure the community's perceptions of Community Policing and police services provided by the Gardena Police Department.	2016
1b.	Provide training to all levels of the Gardena Police Department staff on the tenants of Procedural Justice to ensure compliance with the recommendations outlined in the President's task force on 21st century policing report.	2017
1c.	Develop a Community Affairs position which will focus on expanding community outreach, enhancing our involvement in victim advocacy, expanding our presence in social media and evolving our District Policing Program.	2016

2. **Intelligently impact crime and disorder through evidence based efforts and best practices in order to enhance safety within our community.**

	Strategies	Start Year
2a.	Use evidence based practices to strategically deploy our officers in order to efficiently address current stakeholder needs and decrease victimization within our community.	2016
2b.	Continue to utilize our Gardena/Hawthorne Mental Health Evaluation Team to address homelessness, mental illness and their effects on the community.	2016
2c.	Conduct de-escalation and tactical disengagement training with all sworn personnel	2016
2d.	Expand our School Resource Officer program which will broaden collaboration with our Gardena Juvenile Justice and Intervention Program to positively impact at-risk youth.	2017

Strategies

3. Promote organizational accountability to ensure employee responsibility at all levels of the organization.

	Strategies	Start Year
3a.	Monitor and evolve our body worn camera technology and policies to remain current with best practices to ensure transparency in our community.	2016
3b.	Ensure all employees remain educated and updated on department policies and their application by utilizing the Lexipol system and Daily Training Bulletins.	2016
3c.	Develop a Professional Standards Bureau which will utilize technology to bring more efficiency and accountability to Internal Affairs investigations and risk management matters.	2016

4. Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to enhance the delivery of law enforcement services.

	Strategies	Start Year
4a.	Enhance efforts in recruitment and retention of employees by actively seeking a diverse and talented pool of public safety candidates who possess the values and skills consistent with a “spirit of service” towards our organizational mission.	2016
4b.	Conduct a review of our annual employee evaluations to ensure our employees are receiving fair, honest and meaningful feedback designed to enhance employee performance	2017
4c.	Develop a supervisory core competency course designed to educate our supervisory staff on appropriate management techniques, problem resolution and customer service.	2016
4d.	Conduct a needs assessment for sworn and professional staff to ensure appropriate staffing levels throughout the organization.	2016

Strategies

5. Enhance the quality of life within our community by focusing on public safety integration, communications and community outreach.

Flags line Gardena City Hall walkway in observance of Memorial Day.

	Strategies	Start Year
5a.	Focus efforts on collaborating with established community groups and stakeholders within the City of Gardena in order to expand our services and involvement within the community.	2016
5b.	Utilize the Community Affairs position to identify innovative methods of reaching more diverse populations in order to increase the Police Departments understanding of our community needs.	2016
5c.	Leverage established relationships with other City departments to create innovative and collaborative inter-city problem solving models designed to resolve complex community issues.	2016
5d.	Continue to evolve our community outreach and involvement through District Policing Programs such as Community Forums, Neighborhood Watch, Coffee with a Cop and Cop in the Park.	2016
5e.	Finalize and implement the City of Gardena Emergency Operations Plan to include mobilizing the Emergency Operations Center and conducting city employee and community training.	2017

Goal Two

Recreation, Human Services, Parks & Facilities

The City of Gardena's Recreation, Human Services, Parks & Facilities Department is dedicated to enriching the lives of Gardena residents by providing clean and safe recreation facilities that allow for exceptional recreational, therapeutic, cultural, educational and social programs and services.

The City of Gardena's Recreation, Human Services, Parks & Facilities Department strives to provide high quality, affordable programs and services that help build strong families, empowered youth, content seniors and an overall healthy community.

Primary Objectives

The City of Gardena has identified six objectives to support the growth, development and health of all residents. These objectives are:

1. Provide comprehensive recreational, educational, cultural arts and human services based programs and services.
2. Serve an aging population with social, recreational, active and healthy opportunities.
3. Create positive experiences for families and residents of all ages, through special events that provide opportunities for multi-generational and diverse cultural interaction

Primary Objectives (continued)

4. Improve landscaped and hardscaped public areas in an environmentally responsible manner.

5. Continually strive to improve existing facilities while seeking opportunities for future development.

6. Optimize use of current technology trends to promote our activities, communicate with the public and encourage volunteerism

Goal 2: Recreation, Human Services, Parks, Facilities

Strategies

1. **Provide comprehensive recreational, educational, cultural arts and human services based programs.**

	Strategies	Start Year
1a.	Anticipate the changing needs of our community by providing post event/service surveys and exit polls.	2016
1b.	Expand the Friends of Gardena Recreation non-profit to better assist the department	2016
1c.	Partner with the Gardena Youth Sports Advisory Board to host a youth sports summit and develop an on-going volunteer coaches training academy and parents group policy.	2017
1d.	Continue to seek additional funding for the Youth & Family Services Bureau's programs including the Gardena Food Bank, the juvenile diversion program and emergency services counseling for the needy, homeless and at-risk populations	2016

Strategies

2. **Serve an aging population with social, recreational, active and healthy opportunities.**

	Strategies	Start Year
2a.	Create an enhanced social program for seniors that include additional recreational and social opportunities.	2016
2b.	Move the Gardena Senior Day Care Center to its own exclusive use facility in order to improve/expand services and help ensure the Center's viability.	2016
2c.	Create a major special event to support the Gardena Senior Day Care Center with a resource fair and community fundraiser.	2016
2d.	Continue to maximize existing grant funding while actively seeking additional partners and funding sources for our congregate and Meals on Wheels programs.	2016

3. **Create positive experiences for families and residents of all ages, through special events that provide opportunities for multi-generational and diverse cultural interaction.**

	Strategies	Start Year
3a.	Continue to work towards 100% cost recovery (staff included) on the Gardena Jazz Festival and the Gardena Food, Wine & Cigar Festival.	2017
3b.	Continue to provide a wide variety of affordable family activities including cultural and holiday programming (MLK parade, Black History Month, Cymbidium Show, Easter Egg Hunt, Cinco de Mayo 4th of July, Veteran's Day, Christmas and more	2016
3c.	Participate in National Youth Service Day	2017
3d.	Create an exciting plan that includes a full service excursion program from short half day family-style trips through full-cost recovery extended trips abroad.	2017

Strategies

4. Improve landscaped and hardscaped public areas in an environmentally responsible manner.

City of Gardena residents participate in the City's Annual Easter Egg Hunt in front of the Nakaoka Center.

	Strategies	Start Year
4a.	Perform a comprehensive tree study to identify and update the condition of the City's tress and develop a master plan for long term maintenance.	2016
4b.	Update the City's median, trees and landscape design plans	2016
4c.	Work with West Basin Municipal Water District to install a system for reclaimed water to be used in landscaping at Johnson Park and additional parks in the future	2016
4d.	Assume the duties of the maintenance of the Rosecrans medians from Vermont to Van Ness Avenues.	2016

5 Continually strive to improve existing facilities while seeking opportunities for future development.

	Strategies	Start Year
5a.	Replace Rowley Park's front doors with ADA compliant electronic doors and update its gymnasium, auditorium and classrooms.	2016
5b.	Replace the Primm Pool building (office and locker rooms).	2016
5c.	Replace and update three picnic shelters (2 at Bell Park, 1 at Mas Fukai Park)	2017
5d.	Develop a comprehensive Asset Management Plan for the City's existing facilities	2017

Strategies

6. **Optimize use of current technology trends to promote our activities, communicate with the public and encourage volunteerism.**

	Strategies	Start Year
6a.	Create and publish a monthly digital newsletter.	2016
6b.	Continue to produce the bi-annual brochure of classes and services.	2016
6c.	Re-introduce the monthly cable television program “Recreation Report”.	2016
6d.	Enhance and continue to update our social media presence through our department apps, webpages, Facebook pages, Twitter and Instagram.	2016

Community members and staff volunteer for “Keep Gardena Beautiful Day”

Goal Three

Community & Economic Development

Community and economic development balances an effective, collaborative effort focused on meeting the needs of the residential and business communities and establishing a foundation for sustainable growth. This symbiotic relationship is essential to the quality of life for all who live, work and play in Gardena.

Primary Objectives

The City of Gardena has identified three objectives to encourage and promote economic vitality citywide. These objectives are:

1. Promote a vibrant and sustainable community while improving vitality and livability.
2. Attract new businesses and private development.
3. Establish a sustainable and efficient Community and Economic Development Department.

Strategies

1. **Promote a vibrant and sustainable community while improving vitality and livability.**

Newly opened Panda Express located in the Gardena Marketplace Shopping Center on Artesia Blvd., and Western Ave.

	Strategies	Start Year
1a.	Update the City's General Plan and zoning codes to reflect current land uses, modern planning practices and placemaking trends.	2017
1b.	Create visual interest and a sense of place through a Public Art Program.	2017
1c.	Continue to seek new housing opportunity sites in order to create walkable neighborhoods.	2016
1d.	Ensure streets are safe for people of all ages and abilities, balance the needs of different transportation modes, and support local land uses, economies, cultures and natural environments.	2017
1e.	Continue efforts to seek public input by holding community-based forums and surveys.	2016
1f.	Expand opportunities for affordable housing by supporting the Community Development Block Grant (CDBG) which ensures quality affordable housing, provides services to the neediest households in our community, and creates jobs through expansion and retention of businesses.	2016

Strategies

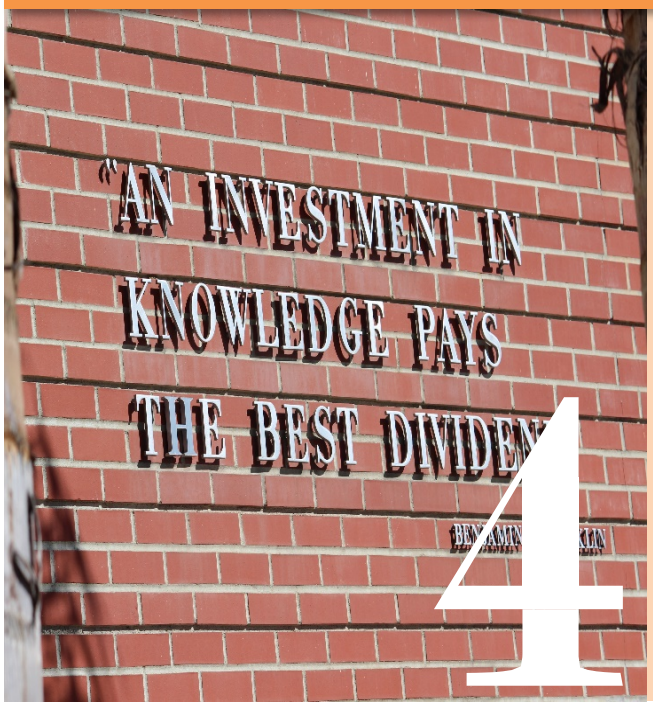
2. Attract new businesses and private development.

Starbucks, L&L Hawaiian BBQ and Togo's conveniently located in the Gardena Valley Shopping Center.

	Strategies	Start Year
2a.	Develop a comprehensive marketing strategy that highlights the benefits of doing business and living in Gardena.	2016
2b.	Collaborate with outside agencies such as the South Bay Cities Council Of Government (SBCCOG) and the Los Angeles County Economic Development Corporation (LAEDC).	2016
2c.	Continue to improve business friendliness (i.e. new start-up ease, tax incentives, and business licensing ease).	2016

3. Establish a sustainable and efficient Community and Economic Development Department.

	Strategies	Start Year
3a.	Continue to work with the Finance Division to ensure City fees are balanced and fair.	2016
3b.	Continue in-house audits of business license permits to ensure that the City is capturing all business license revenues.	2016
3c.	Establish on-going training and education of all Code Enforcement staff through the California Association of Code Enforcement Officers (CACEO).	2016



Goal Four

4 City Financial Stability

It is essential to maintain fiscal stability to be able to continually deliver high quality of service to our residents and community. This requires an effective and transparent financial system, accurate and reliable forecasting of revenues, and sophisticated controls in place to maintain spending levels as appropriated by the City Council.

Primary Objectives

The City of Gardena identified two objectives to facilitate a fiscally sound government. These objectives are:

1. Continue to maintain a commitment to exceptional fiscal responsibility.

2. Maintain and promote a transparent financial environment through community engagement and outreach.

Strategies

1. **Continue to maintain a commitment to exceptional financial responsibility and accountability.**

	Strategies	Start Year
1a.	Ensure responsible spending of City revenues by continually assessing revenue streams and perform analytical processes of departmental expenditures.	2016
1b.	Adhere to best practice financial policies and procedures.	2016
1c.	Continually analyze future fiscal needs, economic trends and potential revenue opportunities and threats.	2016
1d.	Maintain appropriate financial reserves to ensure the City's fiscal solvency.	2016
1e.	Collaborate with the City Treasurer's office to continually assess and monitor the City's investment portfolio and to identify potential opportunities and threats due to market fluctuations.	2016

2. **Maintain and promote a transparent financial environment through community engagement and outreach.**

	Strategies	Start Year
2a.	Develop and deliver Public Forums on reading/understanding the City Budget and financial statements.	2017
2b.	Increase the accessibility of financial information on the City's website by creating public view portals for City Finances, budget process, bid opportunities, etc.	2017
2c.	Increase community outreach through surveys and community meetings.	2016

Goal Five

Transportation

The City of Gardena is committed to providing safe, reliable, and outstanding public transportation to the community. Focus on key success factors will achieve operational excellence, contribute to an attractive and livable community, and promote workforce excellence and fiscal accountability. Those key success factors include: the delivery of excellent customer service, increased ridership and expanded service, recruitment and training. We deliver these services aligned with the following core values: integrity, commitment, teamwork, leadership, trust, "Being the Best", and customer service. The alignment of these key success factors with the core values shape the process of the objectives to deliver outstanding public transportation.

Primary Objectives

The City of Gardena has identified four objectives to provide safe, reliable and outstanding public transportation to the community. These objectives are:

1. GTrans will improve the passenger experience to increase ridership and expand service to better serve our customers.

2. Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to develop the highest levels of professionalism.

3. Enhance the livability of our community by investing in and testing Clean Air technologies.

4. Protect and enhance the financial and administrative resources available to provide GTrans service by seeking additional capital funds and implementing administrative and financial systems.

Strategies

1. **GTrans will improve passenger experience to increase ridership and expand service to better serve our customers.**

	Strategies	Start Year
1a.	Advance the strategies contained in the marketing plan that promote ridership retention and expansion.	2016
1b.	Increase ridership and trial through route, corridor, and destination specific marketing	2016
1c.	Investigate and develop new service opportunities.	2017
1d.	Increase bus on-time performance.	2017
1e.	Establish the "back of house" infrastructure that will allow real-time bus arrival information to be provided to the passenger. This system should also provide Automated Vehicle Location functionality to monitor and control fleet and operator deployment.	2016
1f.	Institute procedures and systems that will ensure a timely complaint process.	2016
1g.	Assess bus stop inventory and install bus benches and trash cans where necessary, and implement the Bus Stop Improvement Program to include new bus stop signs and poles.	2016-2017
1h.	Perform feasibility study on the installation of security lighting at bus stops	2017

GTrans 100% Zero Emission Bus

Clean-Green-Electric

Strategies

2. **Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to develop the highest levels of professionalism.**

Strategies	Start Year
2a. Develop and implement a program that will address team-building skills and customer service delivery	2017
2b. Continue with the implementation of the Mechanic Apprenticeship Program.	2016
2c. Conduct assessment of the implementation of a Mechanics ASE Certification Incentive Program**.**	2017
2d. Develop and implement Employee Attendance Policy.	2016
2e. Develop and execute strategies for succession planning and employee retention by creating a key list of positions, determining those in the organization suitable for succession and implementing personal development plans..	2017
2f. Implement a new Operator Training Program.	2017
2g. Collaborate with the City's Human Resources Department to implement Operator Interviewing Skills Training.	2017
2h. Implement computer skills training for Administrative and Supervisory staff.	2017

3. **Enhance the livability of our communities by investing in and testing Clean Air Technologies**

Strategies	Start Year
3a. Conduct Electric Vehicle Demonstration Program.	2016
3b. Present analysis and recommendation of GTrans' Bus Alternative Fuel Path to City Council to set the stage for the FY2017 to FY 2022 57-bus replacement project	2017
3c. Seek additional grant funds for the balance of the bus replacement plan in FY 2021 & FY 2022 (39 buses)	2016
3d. Procure clean air replacement buses for 14 (FY2005) New Flyer Buses.	2017
3e. Procure clean air replacement buses for 18 (FY2009) New Flyer Buses.	2020
3f. Procure clean air replacement buses for 21 (FY2010) New Flyer Buses.	2021
3g. Seek grant funds for the purchase and demonstration of a solar electrical generation, storage and charging facility.	2016

Strategies

4. Protect and enhance the financial and administrative resources available to provide GTrans service, by seeking additional capital funds and implementing administrative and financial systems.

GTrans, providing exemplary service to our community since 1940.

Strategies	Start Year
4a. Pursue discretionary Grant opportunities that will fund GTrans' 5-year capital program	2016
4b. Procure and implement in-house scheduling software.	2017
4c. Update financial management and procurement processing procedures.	2016
4d. Conduct monthly comprehensive review of department revenues and expenses to ensure the most cost effective and efficient delivery of services.	2016
4e. Replacement of maintenance management software.	2018

Goal Six

Community Facilities & Infrastructure

The City of Gardena maintains the infrastructure required for a community to operate including streets, sidewalks and bikeways, sanitary sewers, and storm drains. Our goal is to continually maintain the safety and aesthetics of City streets, facilities, medians, and equipment, at the highest levels possible.

Primary Objectives

The City of Gardena has identified three objectives to maintain and enhance the physical environment and infrastructure. These objectives are:

1. Replace existing, outdated, and obsolete public safety facility with a new and modern Public Safety and Community Center able to handle the increasing demands of a growing and developing community.

2. Provide on-going maintenance and improvement of the City's physical infrastructure and facilities, and to provide high quality engineering services.

3. Provide maintenance and enhancement of the City's network infrastructure.

Strategies

1. **Replace existing, outdated, and obsolete public safety facility with a new and modern Public Safety and Community Center able to handle the increasing demands of a growing and developing community.**

	Strategies	Start Year
1a.	Use a variety of funding sources to supplement the General Fund in building a new Public Safety and Community Center. In addition to using General Fund reserves, other funding sources identified include the Asset Forfeiture Fund, Park-In-Lieu Fund, and a generous donation from the Gardena Police Foundation	2016
1b.	Use existing City-owned land to build the new Public Safety and Community Center. The City-owned land includes the Justin Plaza corner along with adjacent surrounding parcels of land.	2016
1c.	Incorporate a new senior center within the new Public Safety and Community Center, which would include the Alzheimer's day care program.	2016

2. **Provide on-going maintenance and improvement of the City's physical infrastructure and facilities, and to provide high quality engineering services**

	Strategies	Start Year
2a.	Maintain streets, sidewalks, sewers, traffic signals and public facilities according to the ten year master plan in a continual state of good repair to minimize cost and provide a clean, safe and attractive environment for the community.	2016
2b.	Continue to monitor and update the City's heavy equipment and Public Works fleet to ensure employee and community safety.	2016
2c.	Utilize a deferred maintenance plan to continually assess the condition of City facilities for adequacy and safety to determine necessary funding for future budget planning.	2016

Strategies

3. Provide maintenance and enhancement of the City's network infrastructure

	Strategies	Start Year
3a.	Continuous operating software, stand-alone software, systems software, and server migrations to newer, state-of-the-art platforms in order to keep up with the constant change and improvements of information technology.	2016
3b.	Continuous hardware and system upgrades and refresh to newer platforms.	2016
3c.	Negotiate terms and develop new contracts for all contracted information technology systems.	2016
3d.	Negotiate terms and develop new contracts for all leased network infrastructure equipment.	2016
3e.	Increase network storage and network monitoring; increase network security to defend the City's network infrastructure against the threat of malware and security breaches.	2016
3f.	Upgrade the City's current phone system to a new Voice Over IP (VOIP) system.	2017
3g.	Upgrade the City Emergency Power Plan which would increase our emergency power to over 2 hours.	2017
3h.	Deploy the City's Emergency Preparedness System for both hardware and software systems. This feature would allow virtualization of server pool and would increase emergency network storage.	2017
3i.	Completely overhaul the City's internet website to project a new, clean, and fresh visual experience.	2016
3j.	Complete and deploy the City's intranet website to foster information sharing among other departments and staff.	2016

Goal Seven

Gardena Workforce Excellence

The City is committed to providing its employees a safe and desirable place to work as well as the tools and resources needed to continually perform at the highest level possible. The City continues to face increasing demands for service while its resources continue to be limited. The City has made the conscious effort to invest in its current and future workforce by creating a partnership between management and staff. This partnership is essential in order to properly train and equip staff to handle the demands of the public, and be better prepared for upcoming professional opportunities both internally and externally.

Primary Objectives

The City of Gardena has identified four objectives to promote an effective and customer friendly government. These objectives are:

1. Create a working environment that allows open communication between staff and management.

2. Create a working environment that fosters both professional and personal growth.

3. Create a culture of innovation and efficiency within the organization.

4. Develop a culture of motivated and innovative leaders in the organization.

Strategies

1. **Create a working environment that allows open communication between staff and management.**

Strategies	Start Year
1a. Establish departmental and divisional 360 degree evaluation programs to be completed by each department annually.	2016
1b. Perform annual employee survey.	2016
1c. Establish a system to inform staff of all available training programs	2016

2. **Create a working environment that fosters both professional and personal growth.**

Strategies	Start Year
2a. Establish a Job Shadowing Program	2017
2b. Establish a Lunch and Learn Program	2017
2c. Encourage staff to pursue higher education and certification programs	2017
2d. Provide computer training to all new and existing staff as needed.	2016
2e. Encourage staff to participate in professional conferences.	2016

Strategies

The Public Works set up a sample intersection at the 2013 Park(ing) Day event to demonstrate safe practices when crossing the street.

3. Create a culture of innovation and efficiency within the organization.

Strategies	Start Year
3a. Establish a scanning program where every department can digitize documents to refrain from continually printing unnecessarily.	2016
3b. Establish a Records Management System	2017
3c. Implement an electronic Agenda Packet Program	2017

4. Develop a culture of motivated and innovative leaders in the organization.

Strategies	Start Year
4a. Create a City Mentoring Program.	2016
4b. Create a City Leadership Academy.	2017

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Section Three

Action Plan Worksheets

City of Gardena Strategic Plan

Summary of Unfunded Estimated Costs

	Unfunded Estimated Costs
Goal: Community Safety	$0
Goal: Recreation, Human Services, Parks & Facilities	$690,000
Goal: Economic Development	$0
Goal: City Financial Stability	$0
Goal: Transportation	$42,006,000
Goal: Community Facilities and Infrastructure	$0
Goal: Gardena Workforce Excellence	$0
	$42,696,000

Gardena Strategic Plan – Action Plan Worksheet

Goal: Community Safety				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time/ Recurring	Project/Program Start
1. ***To continue to evolve our Community Policing Programs and District Policing Model in order to strengthen trust with our community partners by incorporating the principles of Procedural Justice and Constitutional Policing***	a. Publish and analyze a community survey to measure the community's perceptions of Community Policing and police services provided by the Gardena Police Department.	GPD		X		$ 0		2016
	b. Provide training to all levels of the Gardena Police Department staff on the tenants of Procedural Justice and Constitutional Policing to ensure compliance with the recommendations outlined in the President's Task Force an 21st Century Policing Report.	GPD		X		$ 0		2016
	c. Develop a Community Affairs position which will focus on expanding community outreach, enhancing our involvement in victim advocacy, expanding our presence in social media and evolving our District Policing Program.	GPD		X		$ 0		2016
2. ***Intelligently impact crime and disorder through evidence based efforts and best practices in order to enhance safety in our community***	a. Use evidence based practices to strategically deploy our officers in order to efficiently address current stakeholder needs and decrease victimization within our community.	GPD		X		$ 0		2016
	b. Continue to utilize our Gardena/Hawthorne Mental Health Evaluation Team to address homelessness, mental illness and their effects on the community.	GPD		X		$ 0		2016
	c. Conduct de-escalation and tactical disengagement training with all sworn personnel.	GPD		X		$ 0		2016
	d. Expand our School Resource Officer program which will broaden collaboration with our Gardena Juvenile Justice and Intervention Program to positively impact at-risk youth.	GPD		X		$ 0		2017
3. ***Promote organizational accountability to ensure employee responsibility at all levels of the organization.***	a. Monitor and evolve our body worn camera technology and policies to remain current with best practices to ensure transparency in our community.	GPD		X		$ 0		2016
	b. Ensure all employees remain educated and updated on department policies and their application by utilizing the Lexipol system and Daily Training Bulletins.	GPD		X		$ 0		2016
	c. Develop a Professional Standards Bureau which will utilize technology to bring more efficiency and accountability to Internal Affairs investigations and risk management matters.	GPD		X		$ 0		2016

Gardena Strategic Plan – Action Plan Worksheet

Goal: Community Safety				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time/ Recurring	Project/Program Start
4. ***Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to develop the highest levels of professionalism.***	a. Enhance efforts in recruitment and retention of employees by actively seeking a diverse and talented pool of public safety candidates who possess the values and skills consistent with a "spirit of service" towards our organizational mission.	GPD		X		$ 0		2016
	b. Conduct a review of our annual employee evaluations to ensure our employees are receiving fair, honest and meaningful feedback designed to enhance employee performance.	GPD		X		$ 0		2017
	c. Develop a supervisory core competency course designed to educate our supervisory staff on appropriate management techniques, problem resolution and customer service.	GPD		X		$ 0		2016
	d. Conduct a needs assessment for sworn and professional staff to ensure appropriate staffing levels throughout the organization.	GPD		X		$ 0		2016
5. ***Enhance the quality of life within our community by focusing on public safety integration, communications and community outreach.***	a. Focus efforts on collaborating with established community groups and stakeholders within the City of Gardena in order to expand our services and involvement within our community.	GPD		X		$ 0		2016
	b. Utilize the Community Affairs position to identify innovative methods of reaching more diverse populations in order to increase the Police Departments understanding of our community needs.	GPD		X		$ 0		2016
	c. Leverage established relationships with other City departments to create innovative and collaborative inter-city problem solving models designed to resolve complex community issues.	GPD		X		$ 0		2016
	d. Continue to evolve our community outreach and involvement through District Policing Programs such as Community Forums, Neighborhood Watch, Coffee with a Cop, and Cop in the Park.	GPD		X		$ 0		2016
	e. Explore new integrated software systems designed to integrate current systems utilized by the Gardena Police Department to improve productivity and increase efficiencies and transparency	GPD		X		$ 0		2016
	f. Finalize and implement the City of Gardena Emergency Operations Plan to include mobilizing the Emergency Operations Center and conducting city employee and community training	GPD		X		$ 0		2017

Unfunded - Estimated Costs $0

Gardena Strategic Plan – Action Plan Worksheet

Goal: Recreation, Human Services, Parks & Facilities				Funding				
Objective	**Strategy**	**Responsible Dept./Agency**	**Frequency of Progress Review**	**Funded**	**Unfunded**	**Estimated Cost**	**One-time/ Recurring**	**Project/Program Start**
1. Provide comprehensive recreational, educational, cultural arts, and human services based programs and services.	a. Anticipate the changing needs of our community by providing post event/service surveys and exit polls.	ALL		X		$ 0		2016
	b. Expand the Friends of Gardena Recreation non-profit to better assist the department	REC		X		$ 0		2016
	c. Partner with Gardena Youth Sports Advisory Board to host a youth sports summit and develop an on-going volunteer coaches training academy and parents policy group.	REC			X	$15,000		2017
	d. Continue to seek additional funding for the Youth & Family Services Bureau's programs including the Gardena Food Bank, the juvenile diversion program and emergency services counseling for the needy, homeless and at-risk population.	HS		X		$ 0		2016
2. Serve an aging population with social, recreational, active and healthy opportunities.	a. Create an enhanced social program for seniors that includes additional recreational and social opportunities	HS			X	$25,000		2016
	b. Move the Gardena Senior Day Care Center to its own exclusive use facility in order to improve/expand services and help ensure the Center's viability.	HS			X	$75,000		2016
	c. Create a major special event to support the Gardena Senior Day Care Center with a resource fair and community fundraiser	HS		X		$0		2016
	d. Continue to maximize existing grant funding while actively seeking additional partners and funding sources for our congregate and Meals on Wheels programs	HS		X		$0		2016
3. Create positive experiences for families and residents of all ages, through special events that provide opportunities for multi-generational and diverse cultural interaction.	a. Continue to work toward 100% cost recovery on the Gardena Jazz Festival and the Gardena Food, Wine and Cigar Festival.	REC		X		$0		2017
	b. Continue to provide a wide variety of affordable family activities including cultural and holiday programming (MLK Parade, Black History Month, Cymbidium Show, Easter Egg Hunts, Cinco de Mayo, 4th of July, Veteran's Day, Christmas and more).	REC		X		$45,000		2016
	c. Participate in National Youth Service Day	REC			X	$10,000		2017
	d. Create an exciting plan that includes a full service excursion program from short half day family-style trips through full-cost recovery extended trips abroad.	REC			X	$10,000		2017

Gardena Strategic Plan – Action Plan Worksheet

Goal: Recreation, Human Services, Parks & Facilities				Funding				
Objective	**Strategy**	**Responsible Dept./Agency**	**Frequency of Progress Review**	**Funded**	**Unfunded**	**Estimated Cost**	**One-time/ Recurring**	**Project/Program Start**
4. Improve landscaped and hardscaped public areas in an environmentally responsible manner.	a. Perform a comprehensive tree study to identify and update the condition of the City's trees and develop a master plan for long term maintenance.	PARKS		X				2016
	b. Update the City's median, trees and landscape design plans.	PARKS		X		$0		2016
	c. Work with West Basin municipal Water District to install a system for reclaimed water to be used in landscaping at Johnson Park and additional parks in the future.	PARKS		X		$0		2016
	d. Assume the duties of the maintenance of the Rosecrans medians from Vermont to Van Ness Avenues.	PARKS			X	$15,000		2016
5. Continually strive to improve existing facilities while seeking opportunities for future development.	a. Replace Rowley Park's front doors with ADA accessible electronic doors and update its gymnasium, auditorium and classrooms.	FAC		X				2016
	b. Replace Primm Pool's Building (office and locker room).	FAC			X	$500,000		2016
	c. Replace and update three picnic shelters (two at Bell Park and one at Mas Fukai Park).	FAC		X				2017
	d. Develop a comprehensive Asset Management Plan for the City's existing facilities.	FAC		X		$0		2017
6. Optimize use of current technology trends to promote our activities, communicate with the public and encourage volunteerism.	a. Create and publish a monthly newsletter.	REC			X	$10,000		2016
	b. Continue to produce the bi-annual brochure of classes and services.	REC		X				2016
	c. Re-introduce the monthly cable television program "Recreation Report".	REC		X		$0		2016
	d. Enhance and continue to update our social media presence through our department apps, webpages, Facebook pages, Twitter and Instagram feeds.	REC			X	$25,000		2016

Unfunded - Estimated Costs $690,000

Gardena Strategic Plan – Action Plan Worksheet

Goal: Economic Development				Funding				
Objective	**Strategy**	**Responsible Dept./Agency**	**Frequency of Progress Review**	**Funded**	**Unfunded**	**Estimated Cost**	**One-time/ Recurring**	**Project/Program Start**
1. *Promote a vibrant and sustainable community while improving vitality and livability.*	a. Update the City's general plan and zoning codes to reflect current land uses, modern planning practices and placemaking trends.	CD		X		$0		2017
	b. Create visual interest and a sense of place through a Public Art Program.	CD		X		$0		2017
	c. Continue to seek new housing opportunity sites in order to create walkable neighborhoods.	CD		X		$0		2016
	d. Ensure streets are safe for people of all ages and abilities, balance the needs of different transportation modes, and support local land uses, economies, cultures, and natural environments.	CD		X		$0		2017
	e. Continue efforts to seek public input by holding community-based forums and surveys.	CD/ED		X		$0		2016
	f. Expand opportunities for affordable housing by supporting the Community Development Block Grant (CDBG) which ensures quality, affordable housing, provides services to the neediest households in our community, and creates jobs through expansion and retention of businesses.	CD/ED		X		$0		2016
2. A*ttract new businesses and private development.*	a. Develop a comprehensive marketing strategy that highlights the benefits of doing business and living in Gardena.	CD/ED		X		$0		2016
	b. Collaborate with outside agencies such as the South Bay Cities Council of Government (SBCCOG) and the Los Angeles County Economic Development Corporation (LAEDC).	ED		X		$0		2016
	c. Continue to improve business friendliness (i.e. new start-up ease, tax incentives, and business licensing ease).	ED		X		$0		2016
3. *Establish a sustainable and efficient Community and Economic Development Department.*	a. Continue to work with the Finance Division to ensure fees are balanced and fair.	CD		X		$0		2016
	b. Continue in-house audits of business license permits to ensure that the City is capturing all business license revenue.	CD		X		$0		2016
	c. Establish on-going training and education of all Code Enforcement staff through the California Association of Code Enforcement Officers (CACEO).	CD		X		$0		2016

Unfunded - Estimated Costs $ 0

Gardena Strategic Plan – Action Plan Worksheet

Goal: City Financial Stability				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time/ Recurring	Project/Program Start
1. Continue to maintain a commitment to exceptional fiscal responsibility.	a. Ensure responsible spending of City revenues by continually assessing revenue streams, and perform analytical processes of departmental expenditures.	FINANCE		X		$0		2016
	b. Adhere to best practice financial policies and procedures.	FINANCE		X		$0		2016
	c. Continually analyze future fiscal needs, economic trends and potential revenue opportunities and threats.	FINANCE		X		$0		2016
	d. Maintain appropriate financial reserves to ensure the City's financial solvency.	FINANCE		X		$0		2016
	e. Collaborate with the City Treasurer's office to continually assess and monitor the City's investment portfolio and to identify potential opportunities and threats due to market fluctuations.	FINANCE		X		$0		2016
2. Maintain and promote a transparent financial environment through community engagement and outreach.	a. Develop and deliver Public Forums on reading/understanding the City Budget and financial statements.	FINANCE		X		$0		2017
	b. Increase accessibility of financial information on the City's website by creating public view portals for City Finances, budget process, bid opportunities, etc.	FINANCE		X		$0		2017
	c. Increase community outreach through surveys and community meetings.	FINANCE		X		$0		2016

Unfunded - Estimated Costs $0

Gardena Strategic Plan – Action Plan Worksheet

Goal: Transportation				Funding				
Objective	**Strategy**	**Responsible Dept./Agency**	**Frequency of Progress Review**	**Funded**	**Unfunded**	**Estimated Cost**	**One-time /Recurring**	**Project/Program Start**
1. GTrans will improve the passenger experience to increase ridership and expand service to better serve our customers	a. Advance the strategies contained in the marketing plan that promote ridership retention and expansion	GTRANS			X	$581,000		2016
	b. Increase ridership through route, corridor, and destination specific marketing.	GTRANS		X		$0		2016
	c. Investigate and develop new service opportunities	GTRANS		X		$0		2017
	d. Increase bus on time performance	GTRANS		X		$0		2017
	e. Establish the "back of house" infrastructure that will allow real-time bus arrival information to be provided to the passenger. This system should also provide Automated Vehicle Location functionality to monitor and control fleet and operator deployment.	GTRANS			X	$1,300,000		2016
	f. Institute procedures and systems that will ensure a timely complaint process.	GTRANS		X		$0		2016
	g. Assess bus stop inventory and install bus benches and trash cans where necessary, and implement the Bus Stop Improvement Program to include new bus stop signs and poles.	GTRANS		X		$0		2016-2017
	h. Perform feasibility study on the installation of security lighting at bus stops.	GTRANS		X		$0		2017
2. Focus on strategic development and the deployment of our workforce to offer opportunities for employee growth in order to develop the highest levels of professionalism.	a. Develop and implement a program that will address team-building skills and customer service delivery	GTRANS			X	$50,000		2017
	b. Continue with implementation of the Mechanic Apprenticeship Program	GTRANS		X		$0		2016
	c. Conduct assessment of the implementation of a Mechanics ASE Certification Incentive Program.	GTRANS		X		$0		2017
	d. Develop and implement Employee Attendance Policy.	GTRANS/HR		X		$0		2016
	e. Develop and execute strategies for succession planning and employee retention by creating a key list of positions, determining those in the organization suitable for succession and implementing a personal development plan.	GTRANS		X		$0		2017
	f. Implement an Operator Training Program	GTRANS		X		$0		2017
	g. Collaborate with the City's Human Resources Department to implement Operator Interviewing Skills Training.	GTRANS/HR		X		$0		2017
	h. Implement computer skills training for Administrative and Supervisory staff.	GTRANS			X	$25,000		2017

Gardena Strategic Plan – Action Plan Worksheet

Goal: Transportation				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time /Recurring	Project/Program Start
3. Enhance the livability of our communities by investing in and testing Clean Air Technologies.	a. Conduct Electric Vehicle Demonstration Program.	GTRANS		X		$0		2016
	b. Present analysis and recommendation of GTrans' Bus Alternative Fuel Path to City Council to set the stage for the FY 2017 to FY 2022 57-bus replacement project.	GTRANS		X		$0		2017
	c. Seek additional grant funds for the balance of the bus replacement plan in FY 2021 & FY 2022 (39 buses).	GTRANS		X		$0		2016
	d. Procure clean air replacement buses for 14 (FY2005) New Flyer Buses.	GTRANS		X		$0		2017
	e. Procure clean air replacement buses for 18 (FY2009) New Flyer Buses.	GTRANS		X		$0		2020
	f. Procure clean air replacements for 21 (FY2010) New Flyer Buses.	GTRANS			X	$31,500,000		2021
	g. Seek grant funds for the purchase and demonstration of a solar electrical generation, storage and charging facility.	GTRANS			X	$8,300,000		2016
4. Protect and enhance the financial and administrative resources available to provide GTrans service by seeking additional capital funds and implementing administrative and financial systems	a. Pursue discretionary grant opportunities that will fund GTrans' 5-year capital program.	GTRANS		X		$0		2016
	b. Procure and implement in-house scheduling software.	GTRANS			X	$250,000		2017
	c. Update financial management and procurement processing procedures.	GTRANS/ FINANCE		X		$0		2016
	d. Conduct monthly comprehensive review of department revenues and expenses to ensure the most cost effective and efficient delivery of services.	GTRANS		X		$0		2016
	e. Replacement of maintenance management software.	GTRANS		X		$0		2018

Unfunded - Estimated Costs $ 42,006,000

Gardena Strategic Plan – Action Plan Worksheet

Goal: Community Facilities and Infrastructure				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time/ Recurring	Project/Program Start
1. Replace existing, outdated, and obsolete public safety facility with a new and modern Public Safety and Community Center able to handle the increasing demands of a growing and developing community.	a. Use a variety of funding sources to supplement the General Fund in building a new Public Safety and Community Center. In addition to using General Fund reserves, other funding sources identified include Asset Forfeiture, Park-in-Lieu funds, and donations from the Gardena Police Foundation	CITY WIDE		X		$0		2016
	b. Use existing City-owned land to build the new Public Safety and Community Center. The City-owned land includes the Justin Plaza corner along with adjacent surrounding parcels of land.	CITY WIDE		X		$0		2016
	c. Incorporate a new senior center within the new building, which would include the Alzheimer's Day Care Program.	CITY WIDE		X		$0		2016
2. Provide on-going maintenance and improvement of the City's physical infrastructure and facilities, and provide high quality engineering services	a. Maintain streets, sidewalks, sewers, traffic signals and public facilities according to the ten year master plan in a continual state of good repair to minimize cost and provide a clean, safe and attractive environment for the community.	PW		X		$0		2016
	b. Continue to monitor and update the City's heavy equipment and Public Works fleet to ensure employee and community safety.	PW		X		$0		2016
	c. Utilize a deferred maintenance plan to continually assess the condition of City facilities for adequacy and safety to determine necessary funding for future budget planning.	FACILITIES		X		$0		2016
3. Provide maintenance and enhancement of the City's network infrastructure.	a. Continuous operating software, stand-alone software, systems software, and server migrations to newer, state-of-the-art platforms in order to keep up with the constant change and improvements of information technology.	IT		X		$0		2016
	b. Continuous hardware and system upgrades and refresh to new platforms.	IT		X		$0		2016
	c. Negotiate terms and develop new contracts for all contracted information technology systems.	IT		X		$0		2016
	d. Negotiate terms and develop new contracts for all leased network infrastructure equipment.	IT		X		$0		2016
	e. Increase network storage and network monitoring; increase network security to defend the City's against the threat of malware and security breaches.	IT		X		$0		2016
	f. Upgrade the City's current phone system to a new Voice Over IP (VOIP) system.	IT		X		$0		2017
	g. Upgrade the City Emergency Power Plan which would increase our emergency power to over 2 hours.	IT		X		$0		2017
	h. Deploy the City's Emergency Preparedness System for both hardware and software systems. This feature would allow virtualization of server pool and would increase emergency network storage.	IT		X		$0		2017
	i. Completely overhaul the City's internet website to project a new, clean, and fresh visual experience.	IT		X		$0		2016
	j. Complete and deploy the City's intranet website to foster information sharing among other departments and staff.	IT		X		$0		2016

Unfunded - Estimated Costs $0

Gardena Strategic Plan – Action Plan Worksheet

Goal: Gardena Workforce Excellence				Funding				
Objective	Strategy	Responsible Dept./Agency	Frequency of Progress Review	Funded	Unfunded	Estimated Cost	One-time/ Recurring	Project/Program Start
1. Create a working environment that allows open communication between staff and management	a. Establish departmental and divisional 360 degree evaluation programs to be completed by each department annually.	HR		X		$ 0		2016
	b. Perform annual employee survey.	HR	Annual	X		$ 0		2016
	c. Establish a system to inform staff of all available training programs.	HR		X		$ 0		2016
2. Create a working environment that fosters both professional and personal growth	a. Establish a Job Shadowing Program	HR		X		$ 0		2017
	b. Establish a Lunch and Learn Program	HR		X		$ 0		2017
	c. Encourage staff to pursue higher education and certification programs	ALL		X		$ 0		2017
	d. Provide computer training to all new and existing staff as needed	IT		X		$ 0		2016
	e. Encourage staff to participate in professional conferences	ALL		X		$ 0		2016
3. Create a culture of innovation and efficiency within the organization	a. Establish a scanning program where every department can digitize documents to refrain from continually printing unnecessarily	CITY CLERK		X		$ 0		2016
	b. Establish a Records Management System	CITY CLERK		X		$ 0		2016
	c. Implement an electronic Agenda Packet System	CITY CLERK		X		$ 0		2017
4. Develop a culture of motivated and innovative leaders in the organization	a. Create a City Mentoring Program	HR		X		$ 0		2016
	b. Create a City Leadership Academy	HR		X		$ 0		2017

Unfunded - Estimated Costs $0

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Results of the Community and Employee Strategic Planning Survey

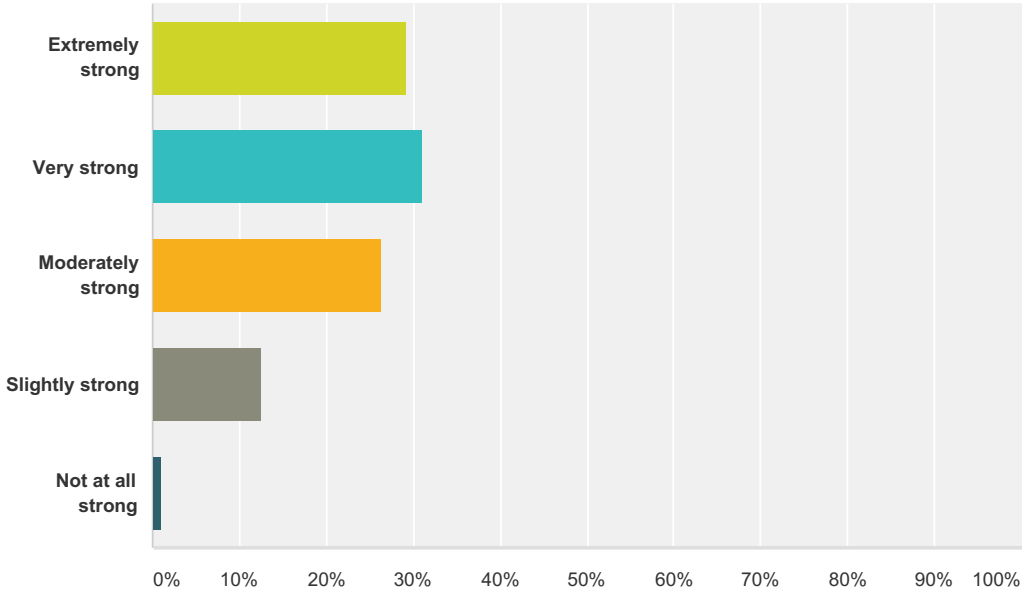
Methodology

- Strategic Planning survey administered on-line and on-site on all community events
- Survey remained open from 1/27/16 to 2/25/16
- Total of 103 Community Respondents
- Total of 117 Employee Respondents

Community & Employee Surveys

Q1 How strong is the sense of community in the City of Gardena?

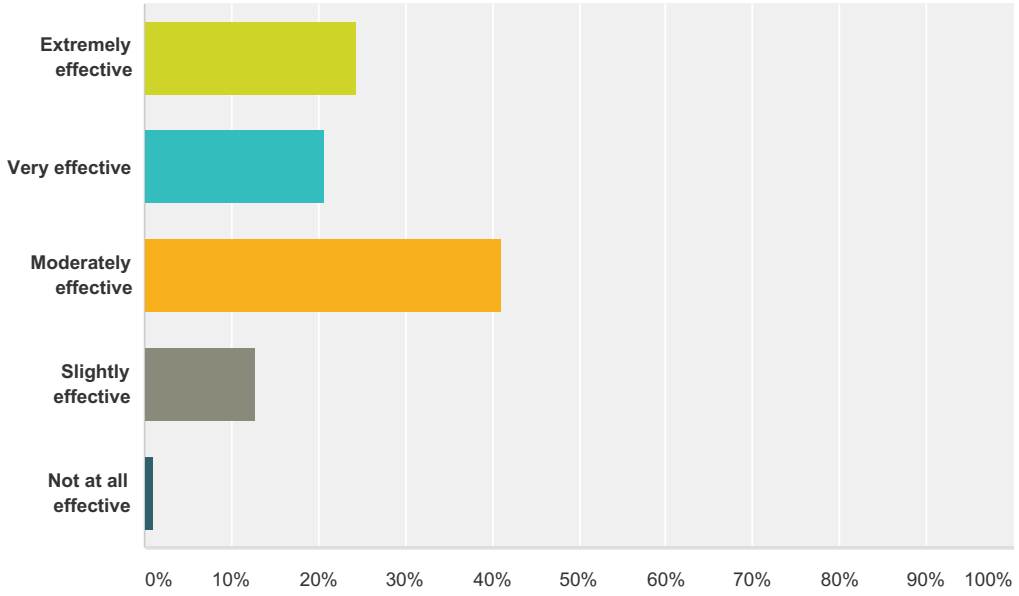
Answered: 103 Skipped: 1



Answer Choices	Responses	
Extremely strong	**29.13%**	30
Very strong	**31.07%**	32
Moderately strong	**26.21%**	27
Slightly strong	**12.62%**	13
Not at all strong	**0.97%**	1
Total		**103**

Q2 How effective is the local government at solving problems in the City of Gardena?

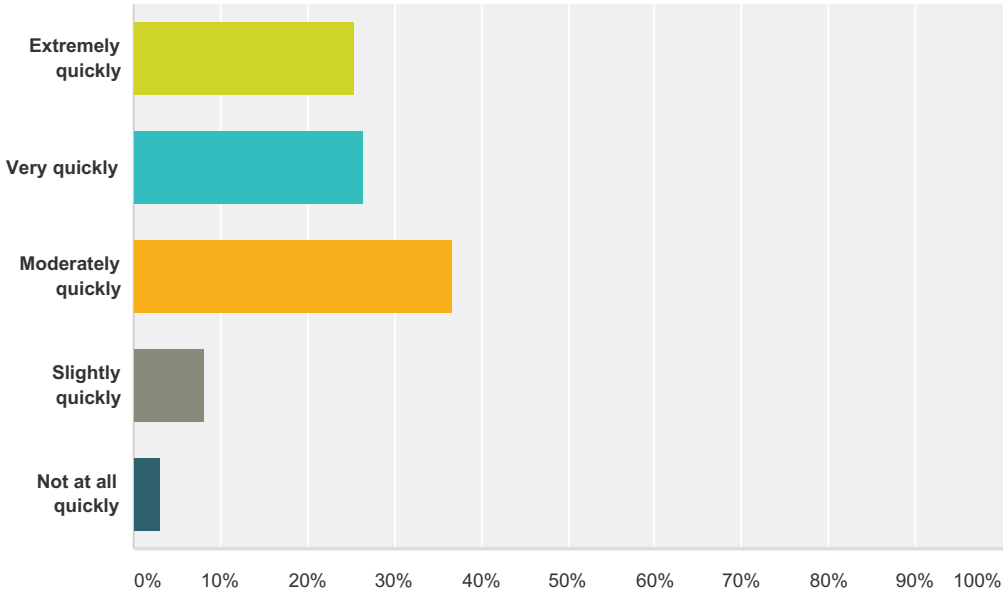
Answered: 102 Skipped: 2



Answer Choices	Responses	
Extremely effective	**24.51%**	25
Very effective	**20.59%**	21
Moderately effective	**41.18%**	42
Slightly effective	**12.75%**	13
Not at all effective	**0.98%**	1
Total		**102**

Q3 How quickly does the local government respond to requests for help from people living in the City of Gardena?

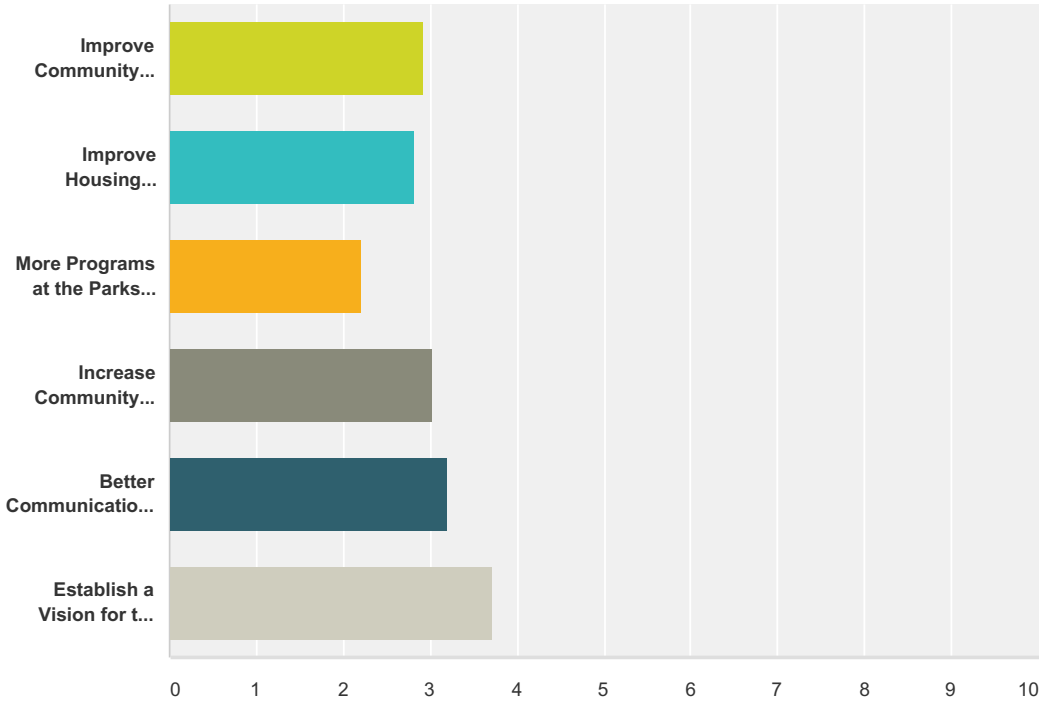
Answered: 98 Skipped: 6



Answer Choices	Responses	
Extremely quickly	**25.51%**	25
Very quickly	**26.53%**	26
Moderately quickly	**36.73%**	36
Slightly quickly	**8.16%**	8
Not at all quickly	**3.06%**	3
Total		**98**

Q4 What do you believe the most important factors are in building a cohesive community? Please rank your top FIVE choices in order of importance:

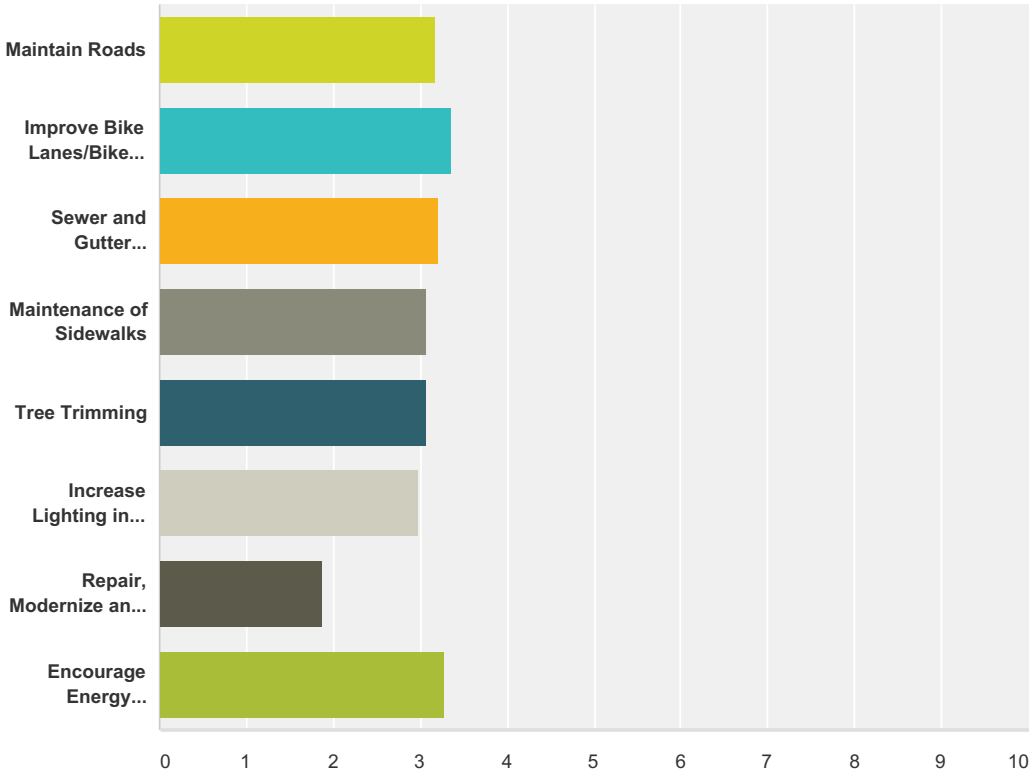
Answered: 102 Skipped: 2



	1	2	3	4	5	Total	Weighted Average
Improve Community Outreach and Participation	**19.12%** 13	**16.18%** 11	**27.94%** 19	**26.47%** 18	**10.29%** 7	68	2.93
Improve Housing Affordability and Opportunities	**14.93%** 10	**37.31%** 25	**16.42%** 11	**13.43%** 9	**17.91%** 12	67	2.82
More Programs at the Parks and Community Centers	**50.00%** 45	**12.22%** 11	**16.67%** 15	**7.78%** 7	**13.33%** 12	90	2.22
Increase Community Engagement	**9.52%** 6	**25.40%** 16	**30.16%** 19	**22.22%** 14	**12.70%** 8	63	3.03
Better Communication from City Staff	**23.08%** 12	**11.54%** 6	**11.54%** 6	**30.77%** 16	**23.08%** 12	52	3.19
Establish a Vision for the Community	**13.21%** 7	**13.21%** 7	**7.55%** 4	**20.75%** 11	**45.28%** 24	53	3.72

Q5 Which of the following infrastructure improvements are most important to you. Please rank the top FIVE concerns you have in your neighborhood:

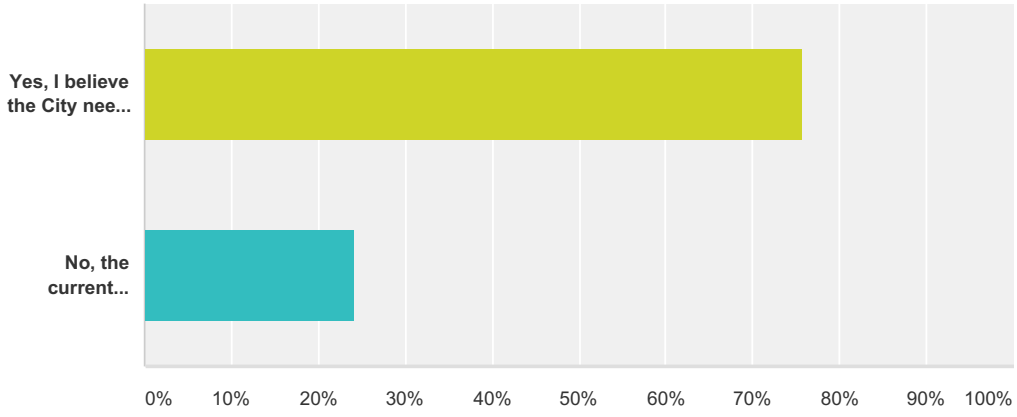
Answered: 103 Skipped: 1



	1	2	3	4	5	Total	Weighted Average
Maintain Roads	**15.79%** 9	**22.81%** 13	**15.79%** 9	**19.30%** 11	**26.32%** 15	57	3.18
Improve Bike Lanes/Bike accessibility	**16.28%** 7	**16.28%** 7	**11.63%** 5	**25.58%** 11	**30.23%** 13	43	3.37
Sewer and Gutter Maintenance	**11.32%** 6	**16.98%** 9	**26.42%** 14	**30.19%** 16	**15.09%** 8	53	3.21
Maintenance of Sidewalks	**18.87%** 10	**15.09%** 8	**26.42%** 14	**20.75%** 11	**18.87%** 10	53	3.06
Tree Trimming	**3.33%** 1	**20.00%** 6	**50.00%** 15	**20.00%** 6	**6.67%** 2	30	3.07
Increase Lighting in Public Places	**10.00%** 5	**40.00%** 20	**10.00%** 5	**22.00%** 11	**18.00%** 9	50	2.98
Repair, Modernize and Maintain Public Facilities, including Parks and Playgrounds	**64.63%** 53	**12.20%** 10	**7.32%** 6	**3.66%** 3	**12.20%** 10	82	1.87
Encourage Energy Efficient Public Facilities	**13.51%** 5	**13.51%** 5	**27.03%** 10	**24.32%** 9	**21.62%** 8	37	3.27

Q6 How do you feel about a new Community & Senior Center?

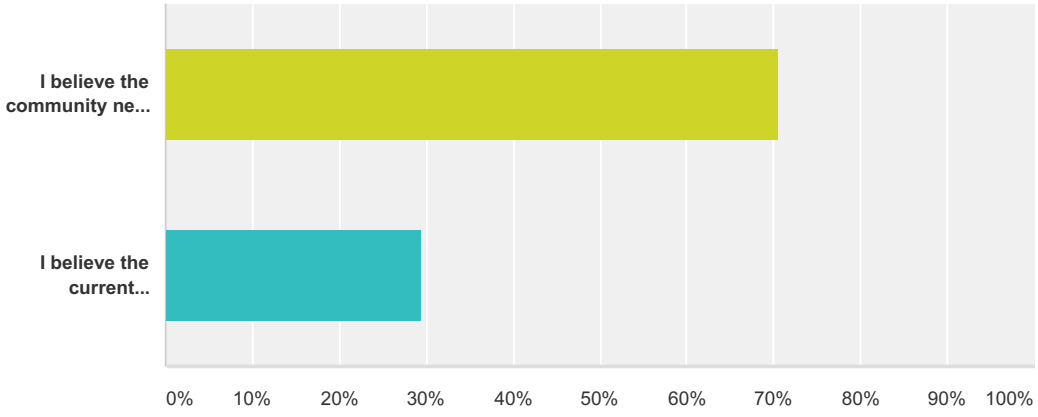
Answered: 99 Skipped: 5



Answer Choices	Responses	
Yes, I believe the City needs a new Community & Senior Center	**75.76%**	75
No, the current facilities are adequate	**24.24%**	24
Total		**99**

Q7 How do you feel about a new Teen Center?

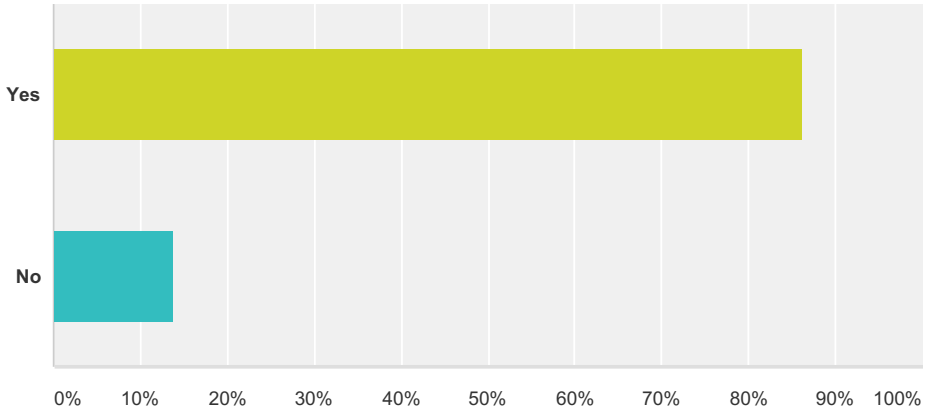
Answered: 95 Skipped: 9



Answer Choices	Responses	
I believe the community needs a Teen Center	**70.53%**	67
I believe the current facilities are adequate	**29.47%**	28
Total		**95**

Q8 The City's mission statement is: The City of Gardena is 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. Does our current mission statement communicate who we are, what our purpose is, what business we are in, who we serve, and how we are unique?

Answered: 94 Skipped: 10



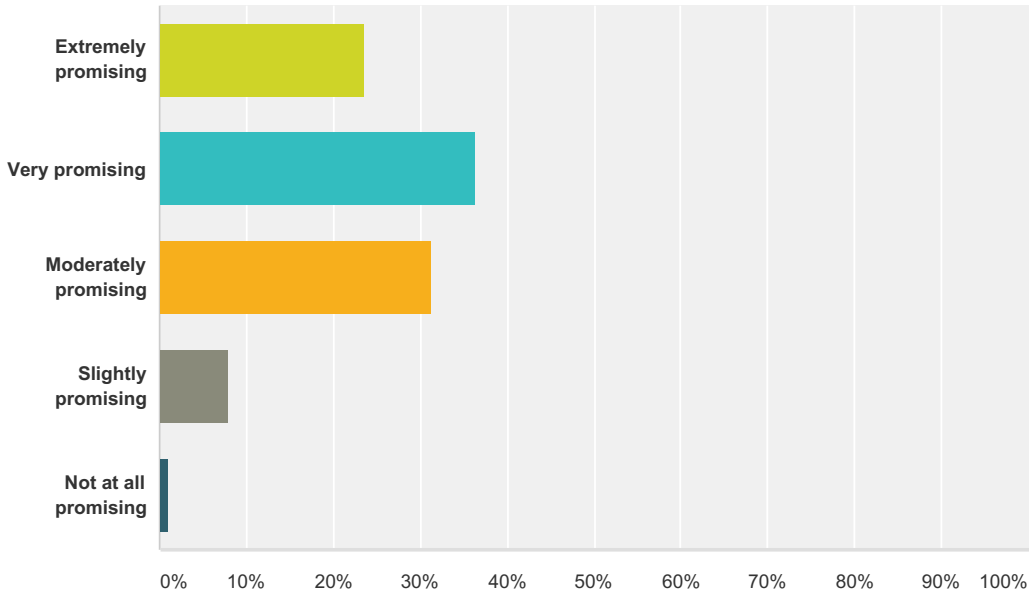
Answer Choices	Responses	
Yes	**86.17%**	81
No	**13.83%**	13
Total		**94**

Q9 Is our current mission statement dated, and if so, how?

Answered: 13 Skipped: 91

Q10 How promising is the future of the City of Gardena?

Answered: 102 Skipped: 2



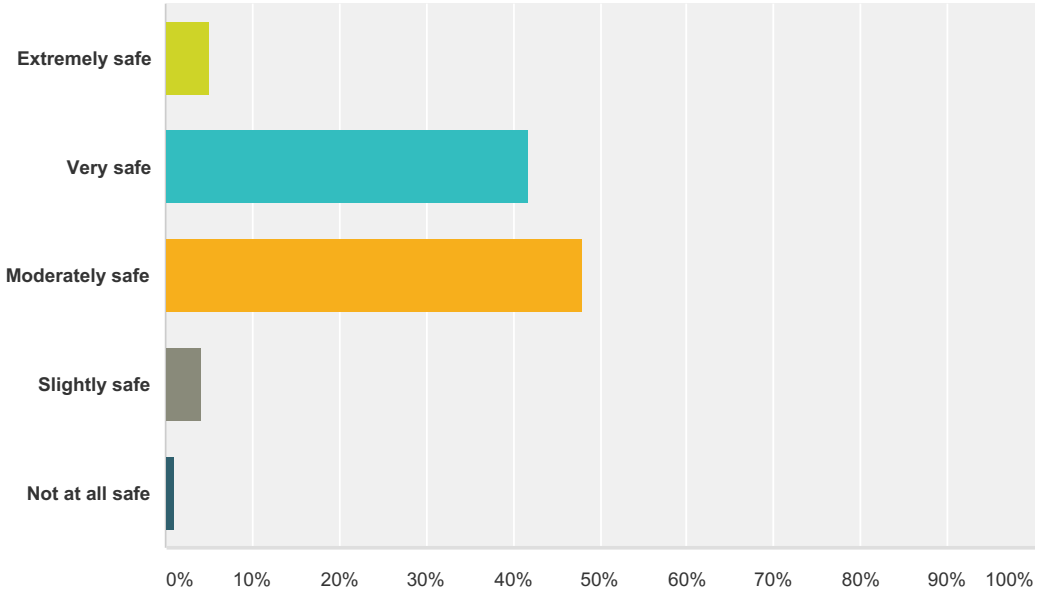
Answer Choices	Responses	
Extremely promising	**23.53%**	24
Very promising	**36.27%**	37
Moderately promising	**31.37%**	32
Slightly promising	**7.84%**	8
Not at all promising	**0.98%**	1
Total		**102**

Q11 What changes in the mission statement would you propose?

Answered: 18 Skipped: 86

Q12 Overall, how safe do you feel in the City of Gardena?

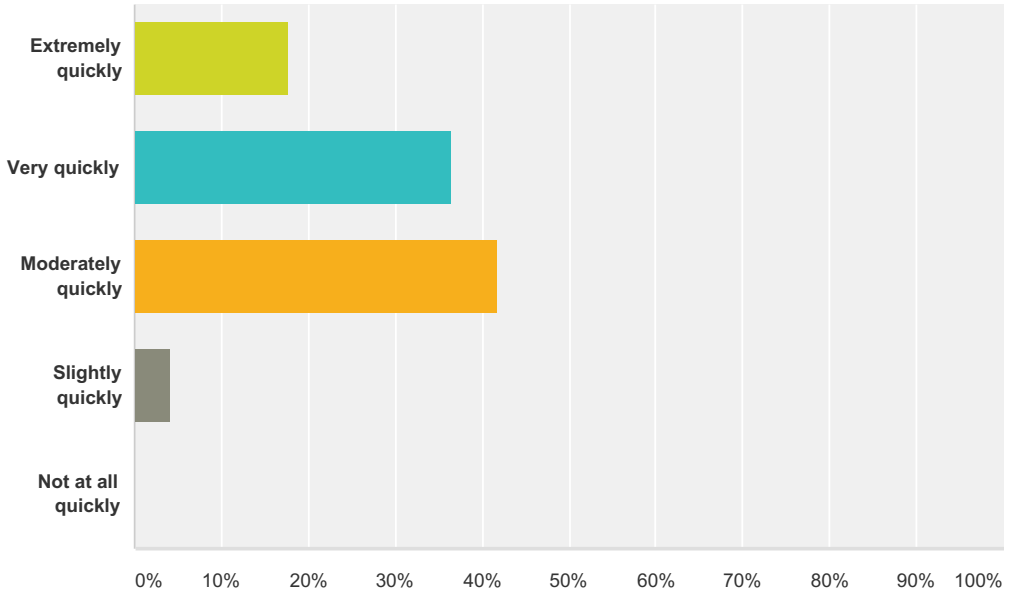
Answered: 98 Skipped: 6



Answer Choices	Responses	
Extremely safe	**5.10%**	5
Very safe	**41.84%**	41
Moderately safe	**47.96%**	47
Slightly safe	**4.08%**	4
Not at all safe	**1.02%**	1
Total		**98**

Q13 How quickly do the police respond to calls from people living in The City of Gardena?

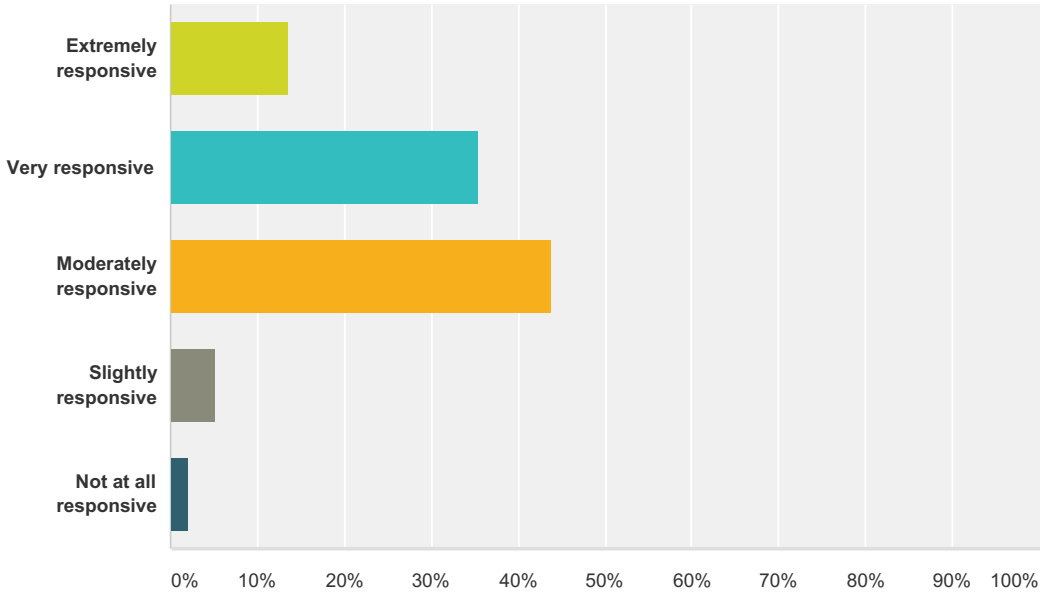
Answered: 96 Skipped: 8



Answer Choices	Responses	
Extremely quickly	**17.71%**	17
Very quickly	**36.46%**	35
Moderately quickly	**41.67%**	40
Slightly quickly	**4.17%**	4
Not at all quickly	**0.00%**	0
Total		**96**

Q14 Overall, how responsive is law enforcement to the needs of the City of Gardena?

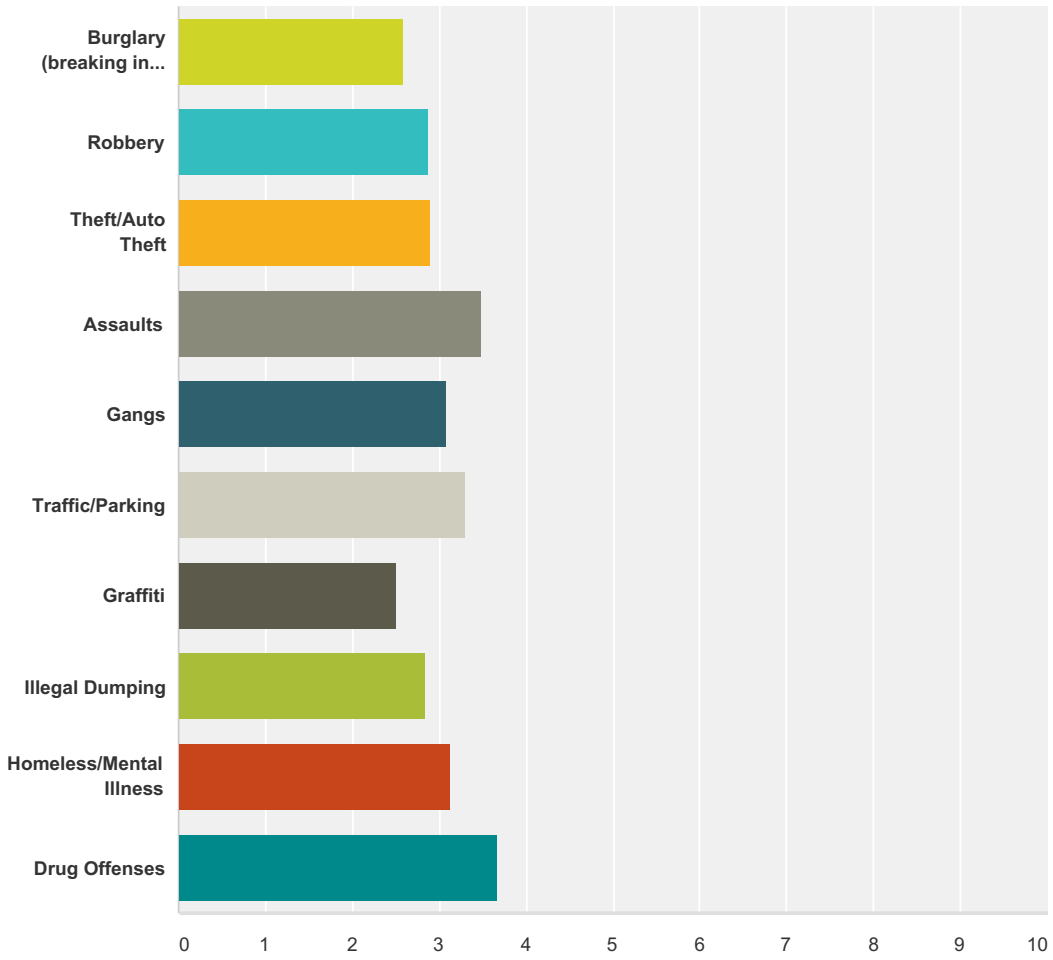
Answered: 96 Skipped: 8



Answer Choices	Responses	
Extremely responsive	**13.54%**	13
Very responsive	**35.42%**	34
Moderately responsive	**43.75%**	42
Slightly responsive	**5.21%**	5
Not at all responsive	**2.08%**	2
Total		**96**

Q15 The Gardena Police Department is interested in knowing how it can improve and better serve our residents. What are the top FIVE concerns you have in your neighborhood? (Please rank in order of importance.)

Answered: 82 Skipped: 22

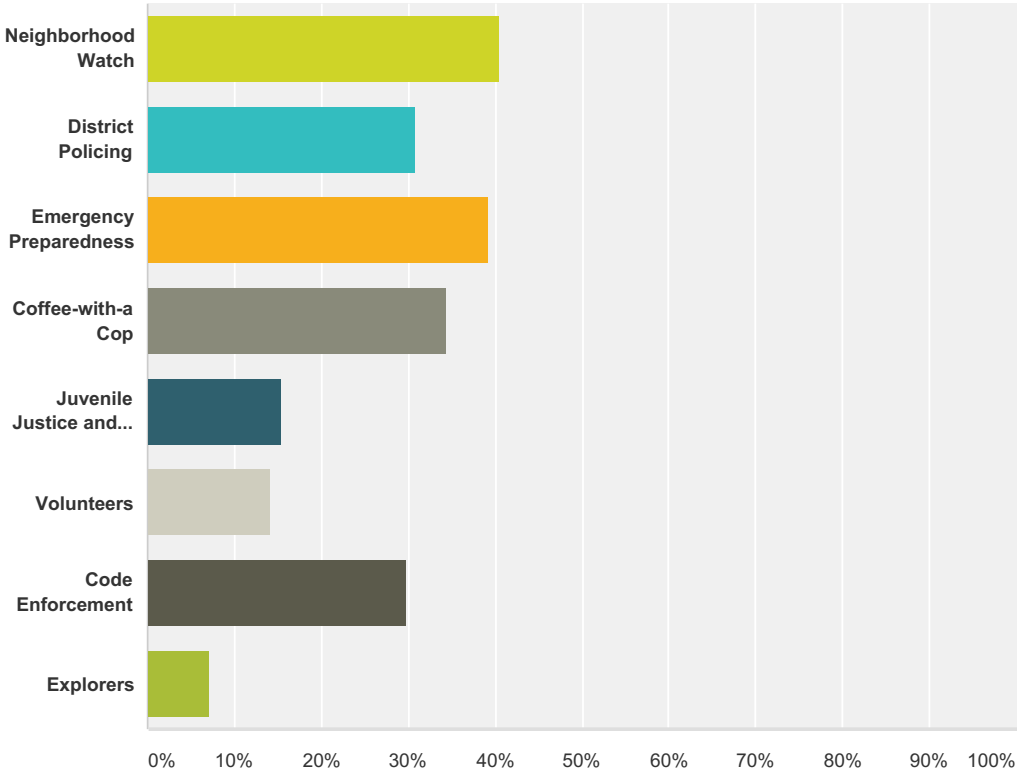


	1	2	3	4	5	Total	Weighted Average
Burglary (breaking into a house or business)	**43.75%** 28	**14.06%** 9	**6.25%** 4	**12.50%** 8	**23.44%** 15	64	2.58
Robbery	**16.67%** 8	**29.17%** 14	**18.75%** 9	**20.83%** 10	**14.58%** 7	48	2.88
Theft/Auto Theft	**12.07%** 7	**29.31%** 17	**25.86%** 15	**20.69%** 12	**12.07%** 7	58	2.91
Assaults	**3.23%** 1	**19.35%** 6	**29.03%** 9	**22.58%** 7	**25.81%** 8	31	3.48
Gangs	**23.08%** 9	**7.69%** 3	**23.08%** 9	**30.77%** 12	**15.38%** 6	39	3.08

Traffic/Parking	**17.14%** 6	**22.86%** 8	**11.43%** 4	**11.43%** 4	**37.14%** 13	35	3.29
Graffiti	**20.00%** 4	**35.00%** 7	**25.00%** 5	**15.00%** 3	**5.00%** 1	20	2.50
Illegal Dumping	**26.83%** 11	**17.07%** 7	**19.51%** 8	**19.51%** 8	**17.07%** 7	41	2.83
Homeless/Mental Illness	**4.76%** 1	**23.81%** 5	**33.33%** 7	**28.57%** 6	**9.52%** 2	21	3.14
Drug Offenses	**10.53%** 2	**5.26%** 1	**31.58%** 6	**10.53%** 2	**42.11%** 8	19	3.68

Q16 What programs are you interested in having more information on?

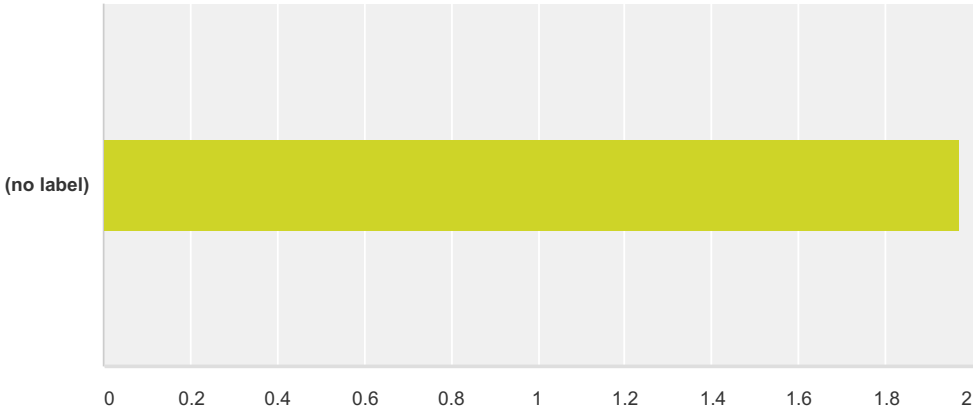
Answered: 84 Skipped: 20



Answer Choices	Responses	
Neighborhood Watch	**40.48%**	34
District Policing	**30.95%**	26
Emergency Preparedness	**39.29%**	33
Coffee-with-a Cop	**34.52%**	29
Juvenile Justice and Intervention	**15.48%**	13
Volunteers	**14.29%**	12
Code Enforcement	**29.76%**	25
Explorers	**7.14%**	6
Total Respondents: 84		

Q17 How important is fiscal responsibility in the City to you?

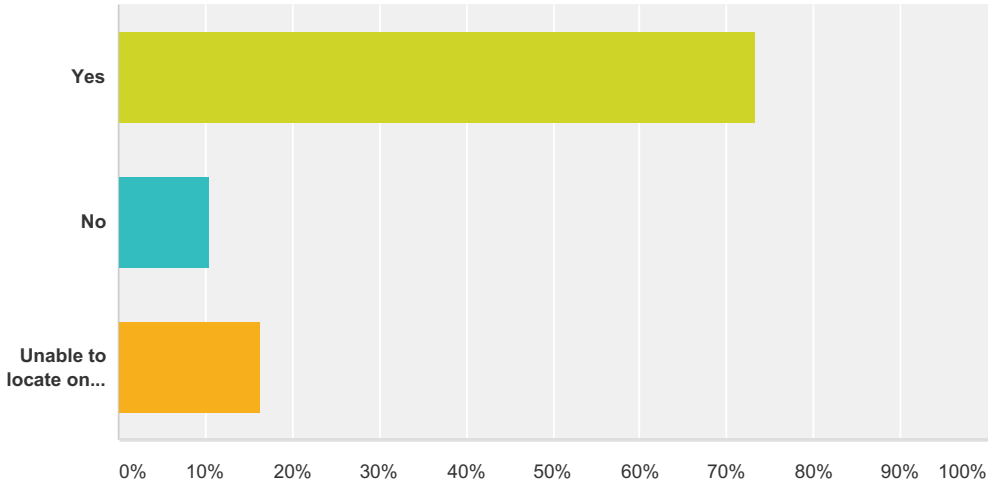
Answered: 94 Skipped: 10



	Extremely Important	Very Important	Moderately Important	Slightly Important	Not Important At All	Total	Weighted Average
(no label)	**39.36%** 37	**27.66%** 26	**29.79%** 28	**3.19%** 3	**0.00%** 0	94	1.97

Q18 Are the City's budget and financial reporting documents easily accessible on the City website?

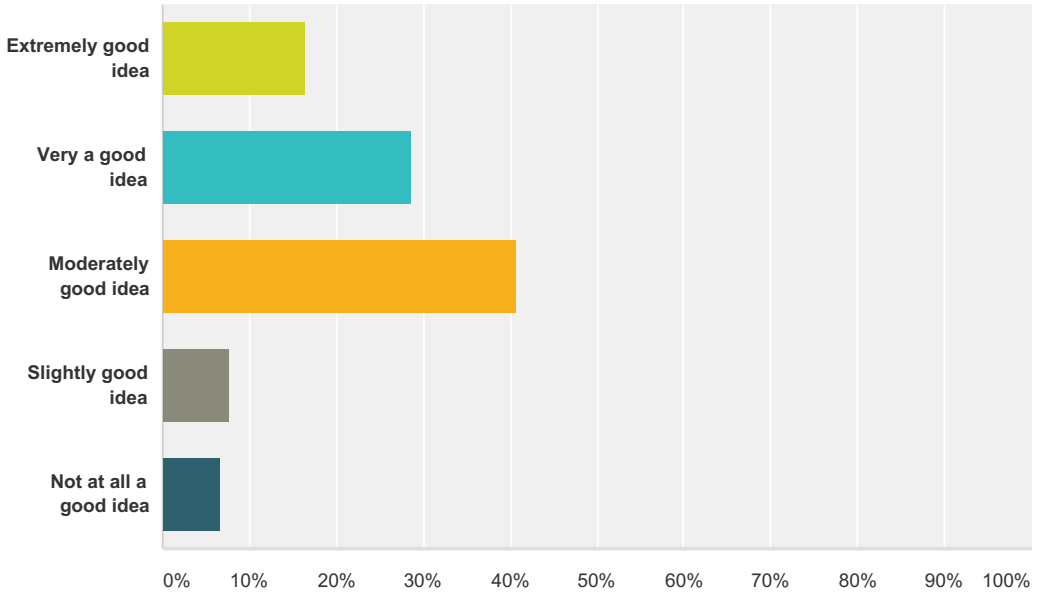
Answered: 86 Skipped: 18



Answer Choices	Responses	
Yes	**73.26%**	63
No	**10.47%**	9
Unable to locate on website	**16.28%**	14
Total		**86**

Q19 Is it a good idea to give tax breaks to companies that move to the City of Gardena?

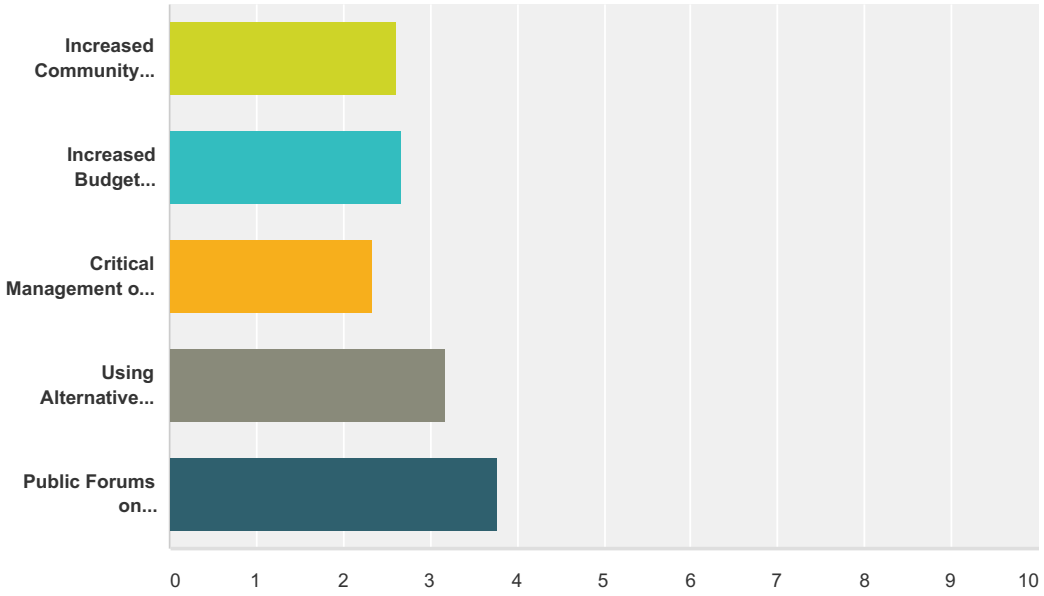
Answered: 91 Skipped: 13



Answer Choices	Responses	
Extremely good idea	**16.48%**	15
Very a good idea	**28.57%**	26
Moderately good idea	**40.66%**	37
Slightly good idea	**7.69%**	7
Not at all a good idea	**6.59%**	6
Total		**91**

Q20 Which of the following programs would you most like to see in the City's Finance Division, please rank from most important to least important:

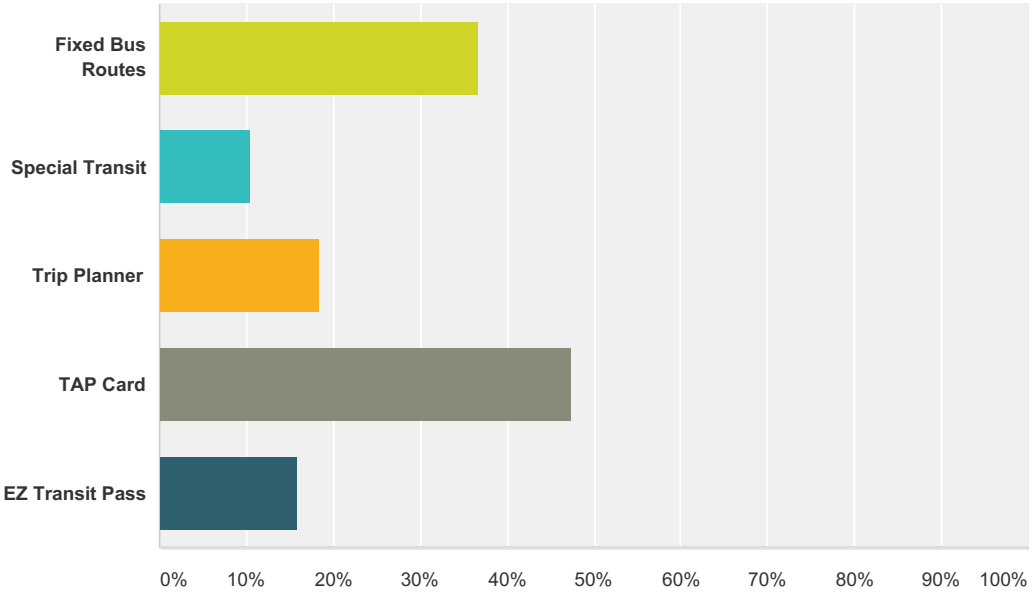
Answered: 87 Skipped: 17



	1	2	3	4	5	Total	Weighted Average
Increased Community Engagement	**22.73%** 15	**25.76%** 17	**31.82%** 21	**7.58%** 5	**12.12%** 8	66	2.61
Increased Budget Transparency and Outreach	**14.75%** 9	**37.70%** 23	**24.59%** 15	**11.48%** 7	**11.48%** 7	61	2.67
Critical Management of Budget	**41.46%** 34	**14.63%** 12	**19.51%** 16	**17.07%** 14	**7.32%** 6	82	2.34
Using Alternative Energy to Reduce City Utility Costs	**19.67%** 12	**14.75%** 9	**11.48%** 7	**36.07%** 22	**18.03%** 11	61	3.18
Public Forums on Reading/Understanding the City Budget	**18.03%** 11	**4.92%** 3	**6.56%** 4	**22.95%** 14	**47.54%** 29	61	3.77

Q21 Which GTrans services do you use most frequently?

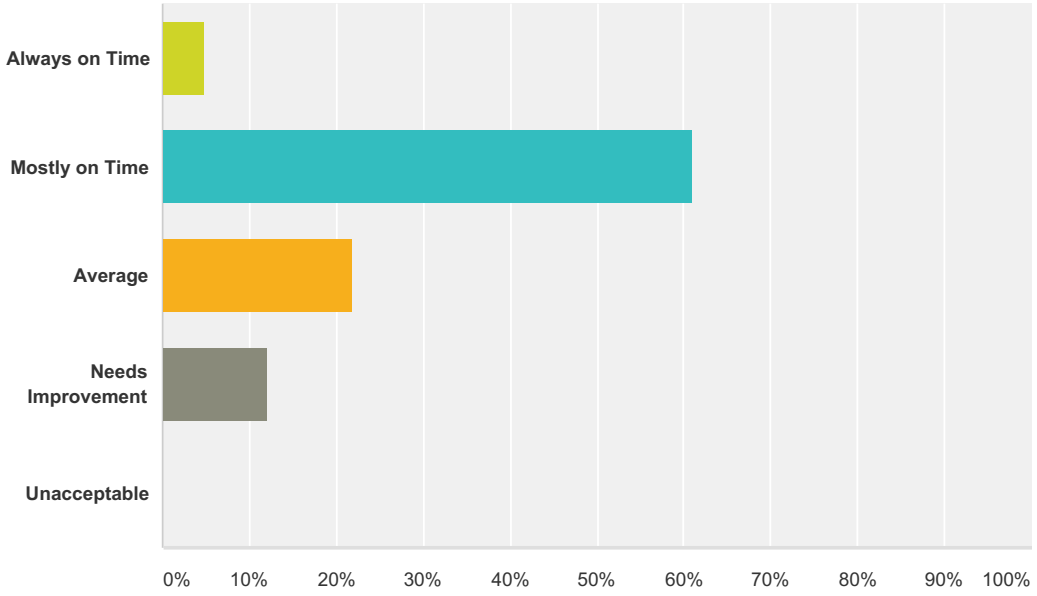
Answered: 38 Skipped: 66



Answer Choices	Responses	
Fixed Bus Routes	**36.84%**	14
Special Transit	**10.53%**	4
Trip Planner	**18.42%**	7
TAP Card	**47.37%**	18
EZ Transit Pass	**15.79%**	6
Total Respondents: 38		

Q22 How would you rate the timeliness of GTrans services?

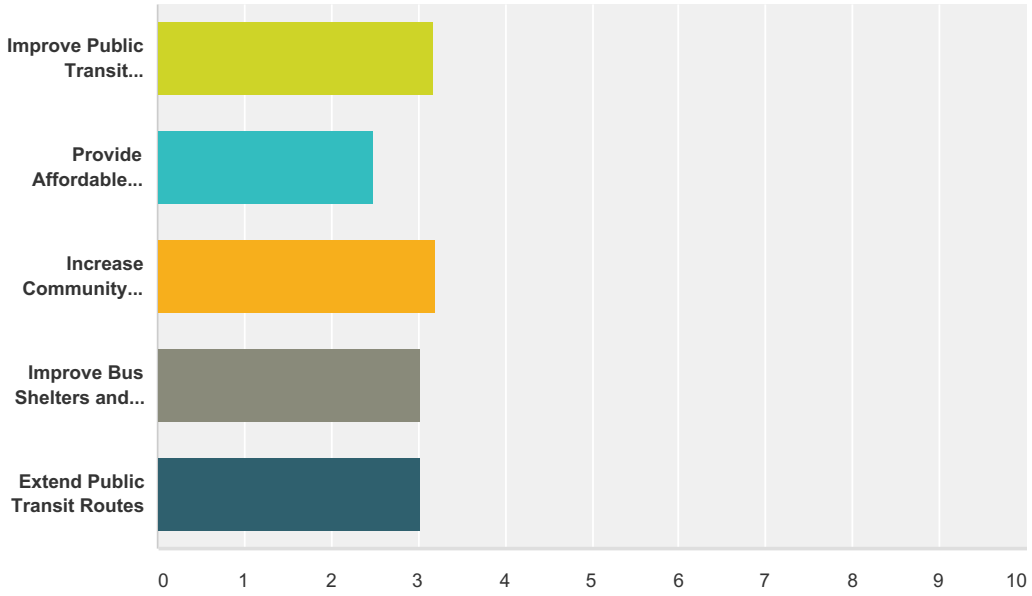
Answered: 41 Skipped: 63



Answer Choices	Responses	
Always on Time	**4.88%**	2
Mostly on Time	**60.98%**	25
Average	**21.95%**	9
Needs Improvement	**12.20%**	5
Unacceptable	**0.00%**	0
Total		**41**

Q23 What improvements at GTrans do you feel would add the most community value? Please rank from most valuable to least valuable:

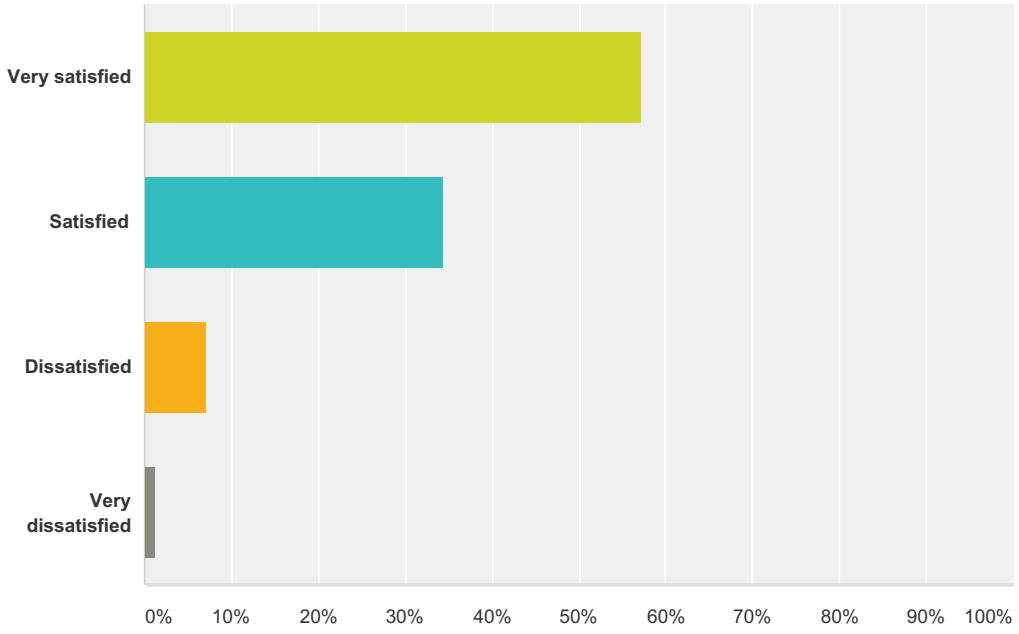
Answered: 52 Skipped: 52



	1	2	3	4	5	Total	Weighted Average
Improve Public Transit Accessibility and Reliability	**17.78%** 8	**17.78%** 8	**13.33%** 6	**31.11%** 14	**20.00%** 9	45	3.18
Provide Affordable Public Transit	**34.09%** 15	**22.73%** 10	**18.18%** 8	**11.36%** 5	**13.64%** 6	44	2.48
Increase Community Engagement Efforts	**9.76%** 4	**21.95%** 9	**31.71%** 13	**12.20%** 5	**24.39%** 10	41	3.20
Improve Bus Shelters and Lighting	**19.15%** 9	**17.02%** 8	**23.40%** 11	**23.40%** 11	**17.02%** 8	47	3.02
Extend Public Transit Routes	**24.44%** 11	**20.00%** 9	**11.11%** 5	**17.78%** 8	**26.67%** 12	45	3.02

Q24 Please rate your level of satisfaction with the City of Gardena's Recreation Services:

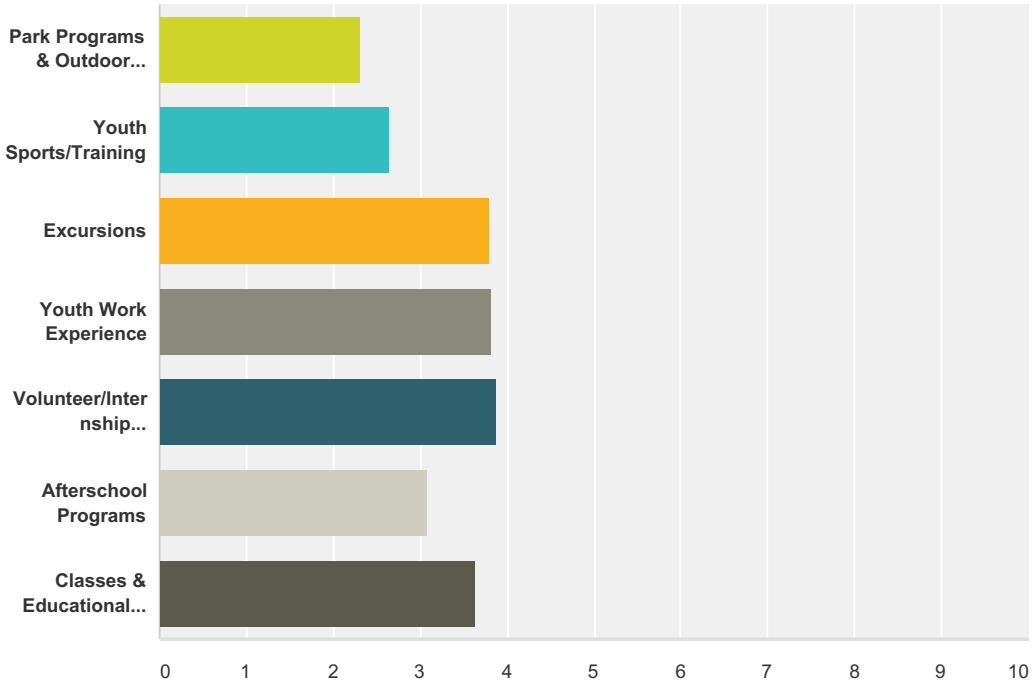
Answered: 84 Skipped: 20



Answer Choices	Responses	
Very satisfied	**57.14%**	48
Satisfied	**34.52%**	29
Dissatisfied	**7.14%**	6
Very dissatisfied	**1.19%**	1
Total		**84**

Q25 Which of the following Recreation Programs do you feel would be most beneficial? Please rank your top FIVE choices from most beneficial to least beneficial:

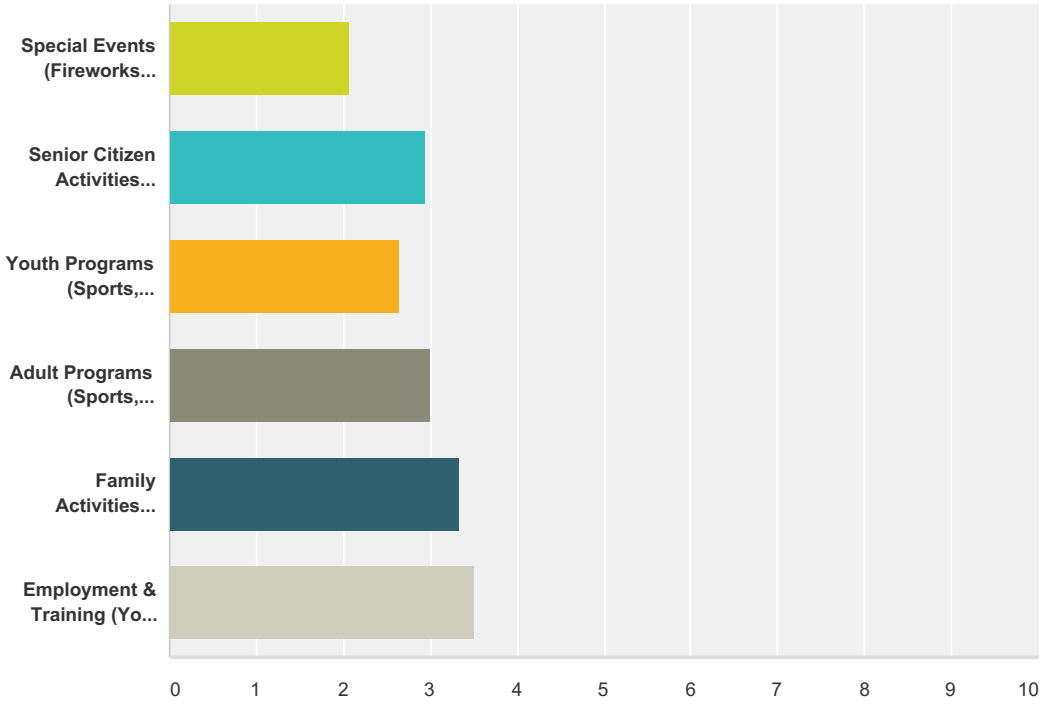
Answered: 87 Skipped: 17



	1	2	3	4	5	6	Total	Weighted Average
Park Programs & Outdoor Activities	**51.95%** 40	**12.99%** 10	**9.09%** 7	**7.79%** 6	**12.99%** 10	**5.19%** 4	77	2.32
Youth Sports/Training	**11.69%** 9	**49.35%** 38	**12.99%** 10	**14.29%** 11	**10.39%** 8	**1.30%** 1	77	2.66
Excursions	**4.88%** 2	**19.51%** 8	**19.51%** 8	**17.07%** 7	**24.39%** 10	**14.63%** 6	41	3.80
Youth Work Experience	**6.00%** 3	**16.00%** 8	**20.00%** 10	**18.00%** 9	**28.00%** 14	**12.00%** 6	50	3.82
Volunteer/Internship Opportunities	**21.95%** 9	**9.76%** 4	**4.88%** 2	**9.76%** 4	**29.27%** 12	**24.39%** 10	41	3.88
Afterschool Programs	**20.90%** 14	**11.94%** 8	**32.84%** 22	**13.43%** 9	**11.94%** 8	**8.96%** 6	67	3.10
Classes & Educational Activities	**9.38%** 6	**10.94%** 7	**17.19%** 11	**40.63%** 26	**12.50%** 8	**9.38%** 6	64	3.64

Q26 Which of the following community based activities would you like to see ranked in order of importance? Please select your top FIVE choices from most important to least important:

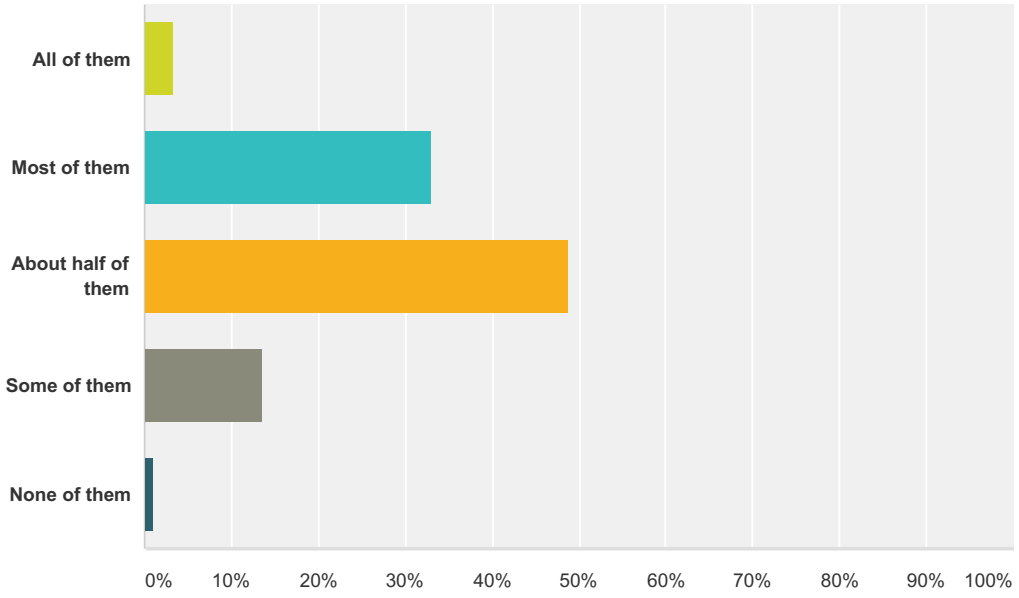
Answered: 90 Skipped: 14



	1	2	3	4	5	Total	Weighted Average
Special Events (Fireworks Show, Jazz Festival, Etc.)	**64.47%** 49	**5.26%** 4	**5.26%** 4	**9.21%** 7	**15.79%** 12	76	2.07
Senior Citizen Activities (Meal Programs, Social Activities, Etc.)	**26.53%** 13	**18.37%** 9	**10.20%** 5	**24.49%** 12	**20.41%** 10	49	2.94
Youth Programs (Sports, Classes, After School Programs, Etc.)	**12.31%** 8	**43.08%** 28	**23.08%** 15	**10.77%** 7	**10.77%** 7	65	2.65
Adult Programs (Sports, Enrichment Classes, Clubs, Etc.)	**5.56%** 3	**31.48%** 17	**31.48%** 17	**20.37%** 11	**11.11%** 6	54	3.00
Family Activities (Excursions, Activities, Events)	**11.29%** 7	**12.90%** 8	**29.03%** 18	**24.19%** 15	**22.58%** 14	62	3.34
Employment & Training (Youth Work Experience, Seminars & Opportunities)	**14.00%** 7	**8.00%** 4	**22.00%** 11	**26.00%** 13	**30.00%** 15	50	3.50

Q27 Of all the purchases your household makes, about how many are made in the City of Gardena?

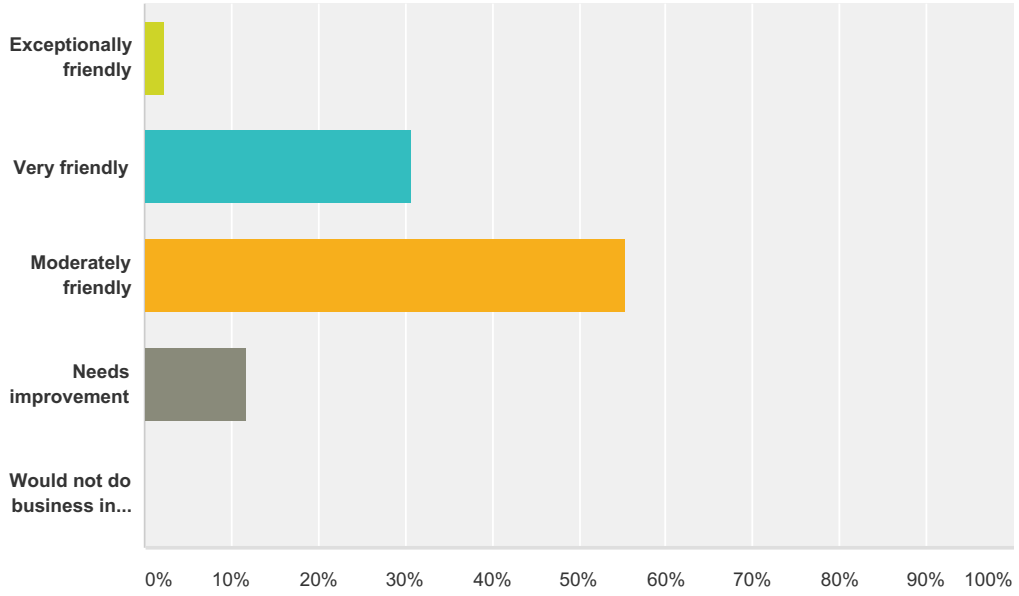
Answered: 88 Skipped: 16



Answer Choices	Responses	
All of them	**3.41%**	3
Most of them	**32.95%**	29
About half of them	**48.86%**	43
Some of them	**13.64%**	12
None of them	**1.14%**	1
Total		**88**

Q28 How would you rate Gardena's business friendliness?

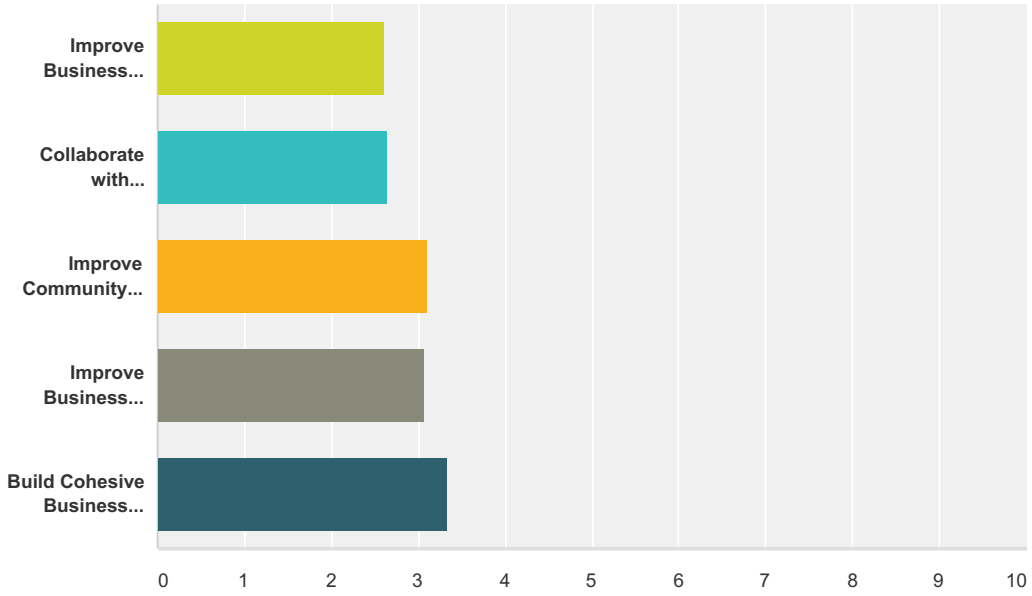
Answered: 85 Skipped: 19



Answer Choices	Responses	
Exceptionally friendly	**2.35%**	2
Very friendly	**30.59%**	26
Moderately friendly	**55.29%**	47
Needs improvement	**11.76%**	10
Would not do business in Gardena	**0.00%**	0
Total		**85**

Q29 Which of the following issues would you like to see addressed? Please rank in order of most important to least important:

Answered: 63 Skipped: 41



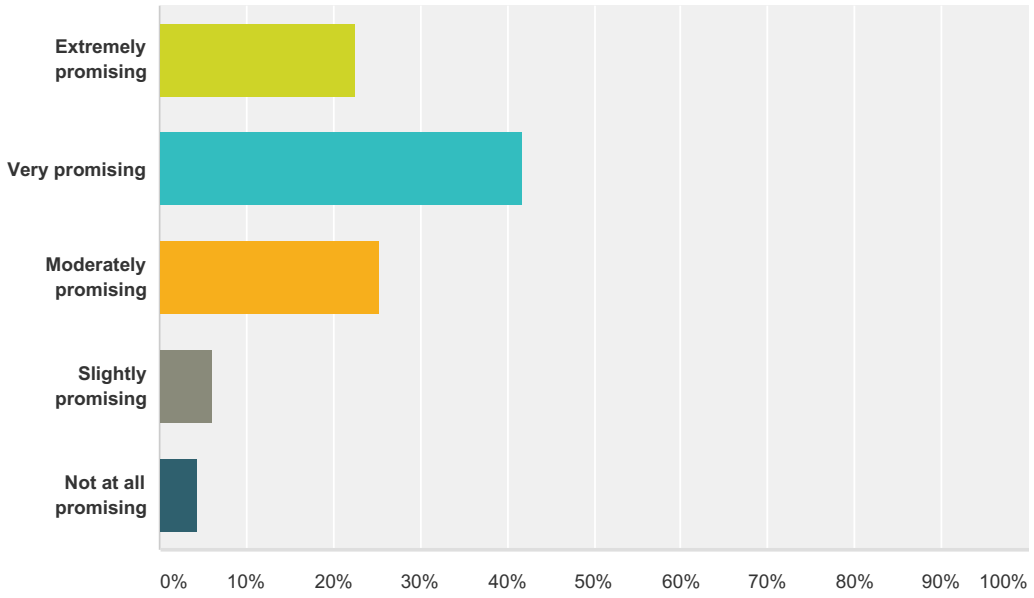
	1	2	3	4	5	Total	Weighted Average
Improve Business Friendliness, i.e. start-up ease, tax incentives, licensing ease	**41.07%** 23	**8.93%** 5	**14.29%** 8	**19.64%** 11	**16.07%** 9	56	2.61
Collaborate with Chamber/Business Community to Stimulate Growth	**21.82%** 12	**30.91%** 17	**18.18%** 10	**18.18%** 10	**10.91%** 6	55	2.65
Improve Community Engagement Efforts	**15.79%** 9	**17.54%** 10	**26.32%** 15	**19.30%** 11	**21.05%** 12	57	3.12
Improve Business Diversity	**18.18%** 10	**18.18%** 10	**20.00%** 11	**25.45%** 14	**18.18%** 10	55	3.07
Build Cohesive Business Enviroment	**9.26%** 5	**25.93%** 14	**18.52%** 10	**14.81%** 8	**31.48%** 17	54	3.33

Q30 Do you have any other comments, questions, or concerns?

Answered: 12 Skipped: 92

Q1 In your opinion, how promising is the future of the City of Gardena?

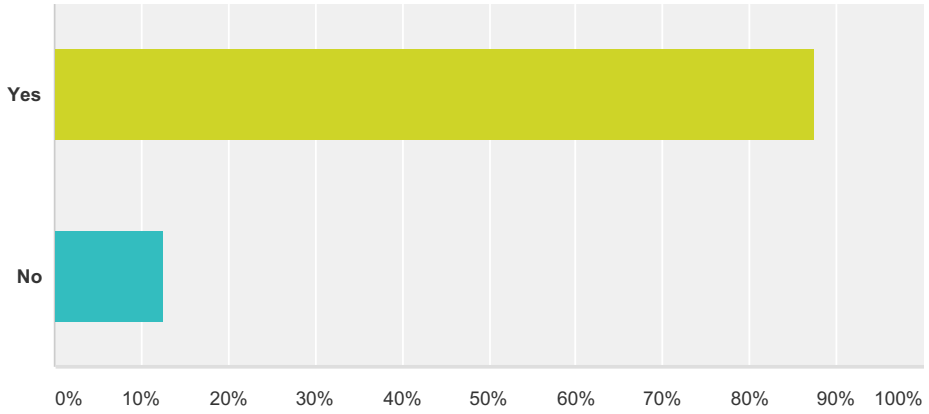
Answered: 115 Skipped: 2



Answer Choices	Responses	
Extremely promising	**22.61%**	26
Very promising	**41.74%**	48
Moderately promising	**25.22%**	29
Slightly promising	**6.09%**	7
Not at all promising	**4.35%**	5
Total		**115**

Q2 The City's mission statement is: The City of Gardena is 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. Does our current mission statement communicate who we are, what our purpose is, what business we are in, who we serve, and how we are unique?

Answered: 111 Skipped: 6



Answer Choices	Responses	
Yes	**87.39%**	97
No	**12.61%**	14
Total		**111**

Q3 Is our current mission statement outdated, and if so, how?

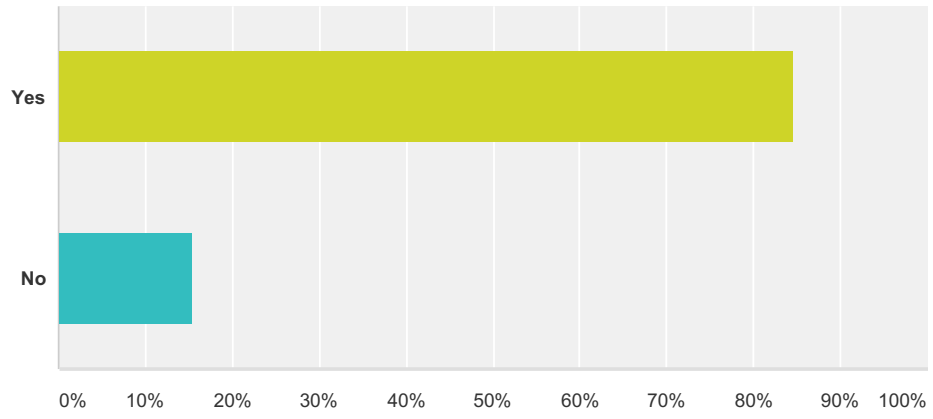
Answered: 57 Skipped: 60

Q4 What changes in the mission statement would you propose?

Answered: 50 Skipped: 67

Q5 The City's vision statement is: We envision Gardena as one of the most desired communities in which to live, do business, work and play in the South Bay. Do you believe that this vision is relevant for the next five years?

Answered: 110 Skipped: 7



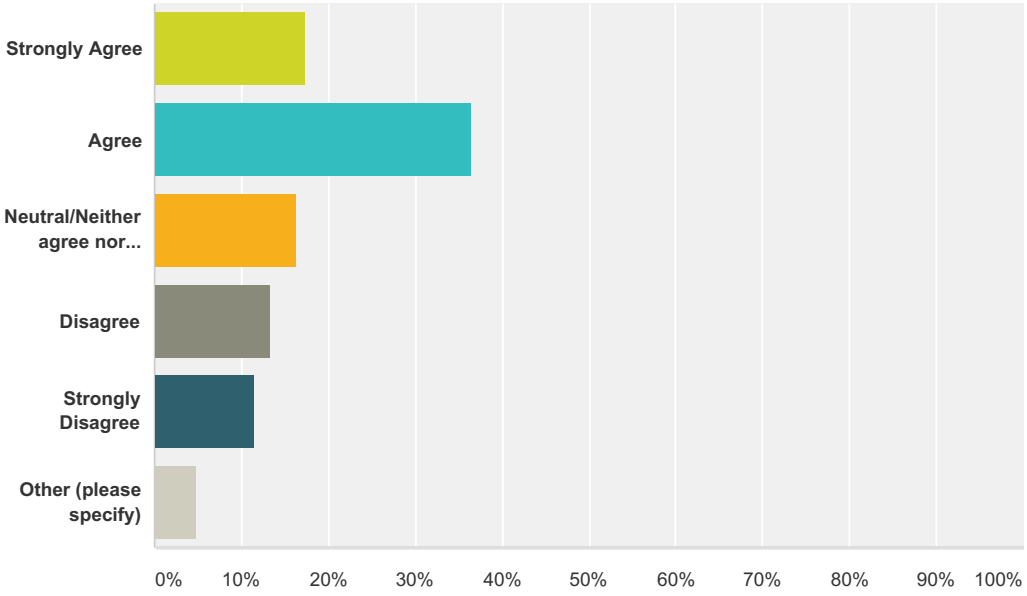
Answer Choices	Responses	
Yes	**84.55%**	93
No	**15.45%**	17
Total		**110**

Q6 What changes in the vision statement would you propose?

Answered: 40 Skipped: 77

Q7 I am satisfied with my opportunities for professional growth.

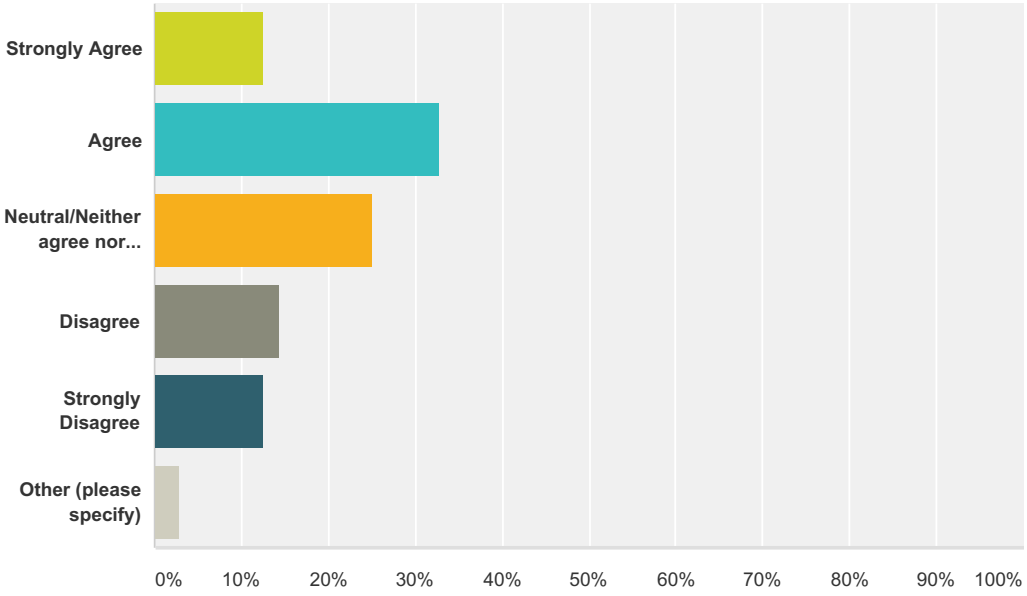
Answered: 104 Skipped: 13



Answer Choices	Responses	
Strongly Agree	**17.31%**	18
Agree	**36.54%**	38
Neutral/Neither agree nor disagree	**16.35%**	17
Disagree	**13.46%**	14
Strongly Disagree	**11.54%**	12
Other (please specify)	**4.81%**	5
Total		**104**

Q8 I am pleased with the career advancement opportunities available to me.

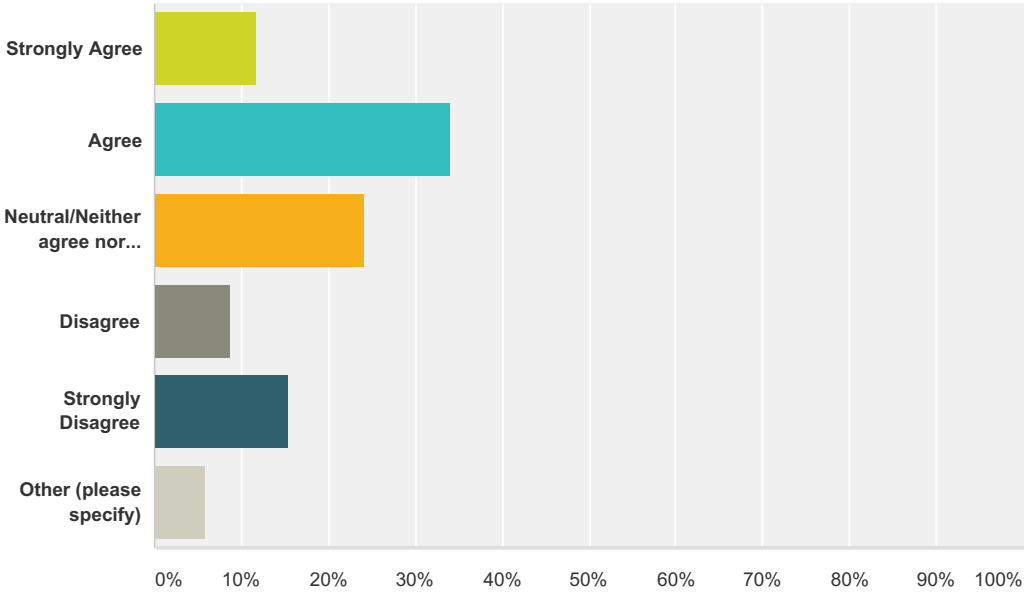
Answered: 104 Skipped: 13



Answer Choices	Responses	
Strongly Agree	**12.50%**	13
Agree	**32.69%**	34
Neutral/Neither agree nor disagree	**25.00%**	26
Disagree	**14.42%**	15
Strongly Disagree	**12.50%**	13
Other (please specify)	**2.88%**	3
Total		**104**

Q9 The City is dedicated to my professional development.

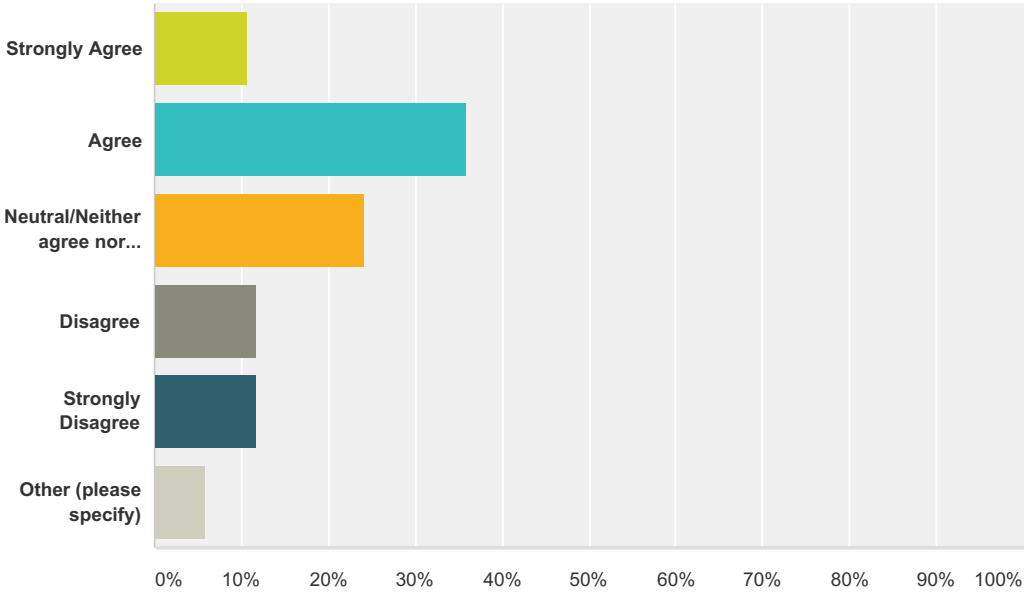
Answered: 103 Skipped: 14



Answer Choices	Responses	
Strongly Agree	**11.65%**	12
Agree	**33.98%**	35
Neutral/Neither agree nor disagree	**24.27%**	25
Disagree	**8.74%**	9
Strongly Disagree	**15.53%**	16
Other (please specify)	**5.83%**	6
Total		**103**

Q10 I am satisfied with the job-related training the City offers.

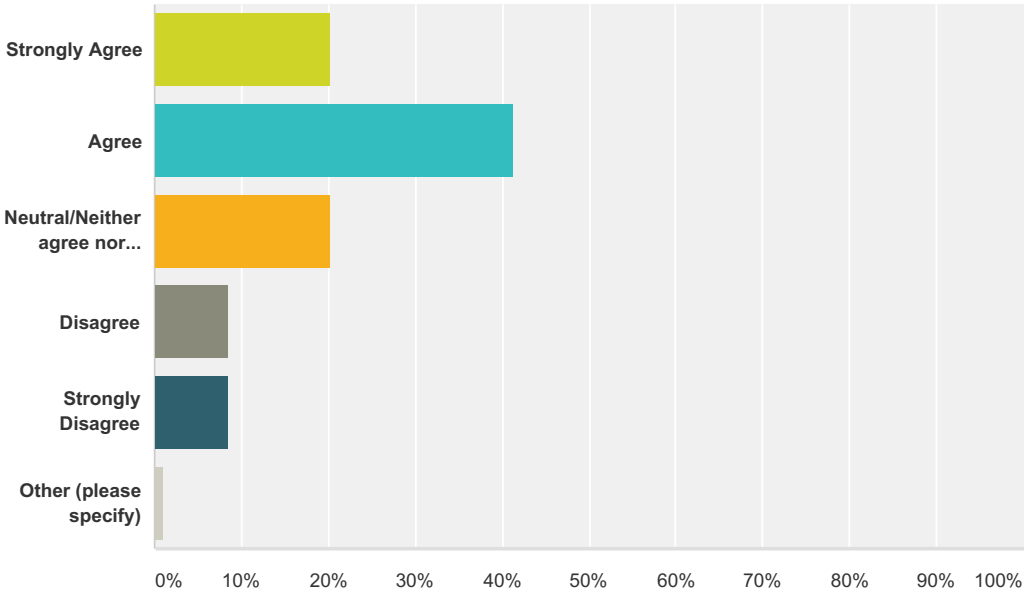
Answered: 103 Skipped: 14



Answer Choices	Responses	
Strongly Agree	**10.68%**	11
Agree	**35.92%**	37
Neutral/Neither agree nor disagree	**24.27%**	25
Disagree	**11.65%**	12
Strongly Disagree	**11.65%**	12
Other (please specify)	**5.83%**	6
Total		**103**

Q11 I am satisfied that I have the opportunities to apply my talents and expertise.

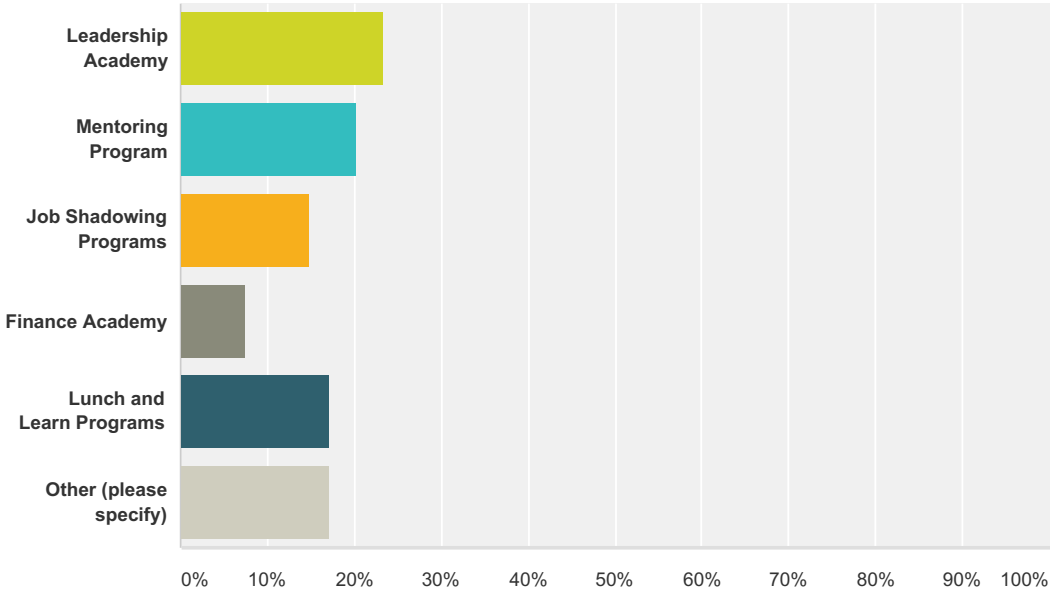
Answered: 104 Skipped: 13



Answer Choices	Responses	
Strongly Agree	**20.19%**	21
Agree	**41.35%**	43
Neutral/Neither agree nor disagree	**20.19%**	21
Disagree	**8.65%**	9
Strongly Disagree	**8.65%**	9
Other (please specify)	**0.96%**	1
Total		**104**

Q12 Which of the following would you like to see the City offer:

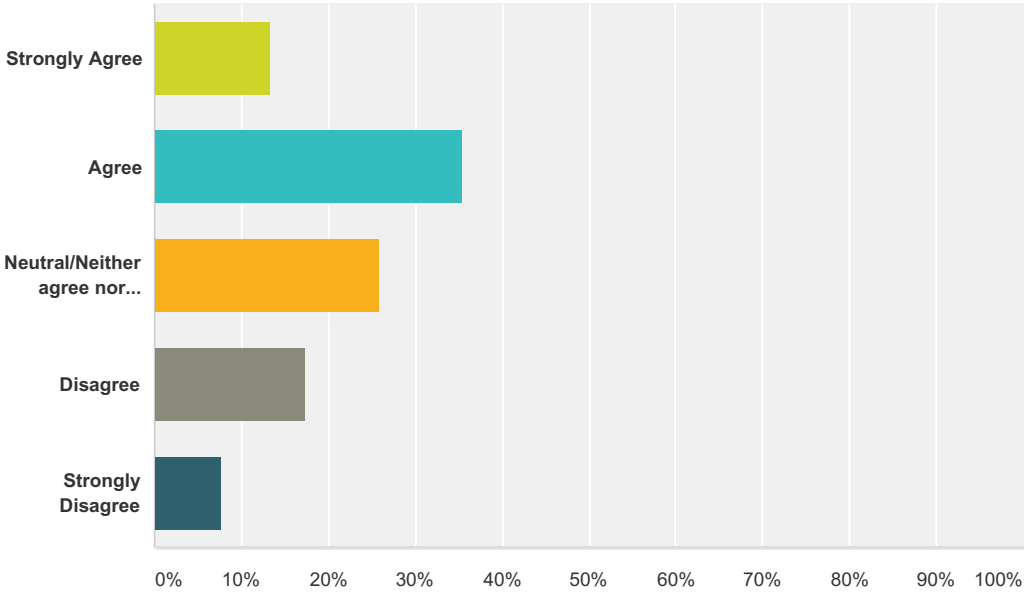
Answered: 94 Skipped: 23



Answer Choices	Responses	
Leadership Academy	**23.40%**	22
Mentoring Program	**20.21%**	19
Job Shadowing Programs	**14.89%**	14
Finance Academy	**7.45%**	7
Lunch and Learn Programs	**17.02%**	16
Other (please specify)	**17.02%**	16
Total		**94**

Q13 Communication between management and employees is good in the City.

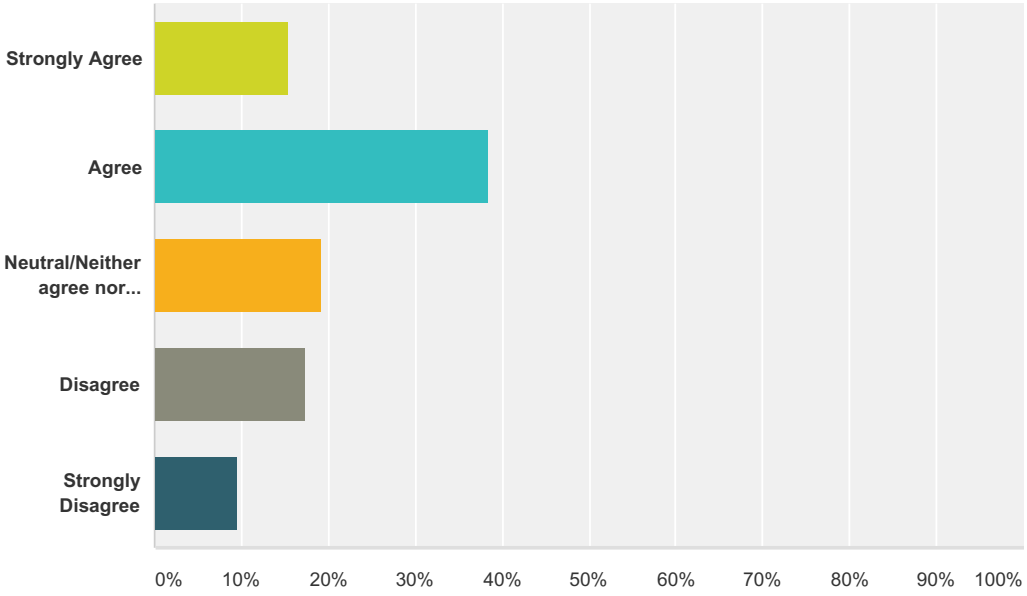
Answered: 104 Skipped: 13



Answer Choices	Responses	
Strongly Agree	**13.46%**	14
Agree	**35.58%**	37
Neutral/Neither agree nor disagree	**25.96%**	27
Disagree	**17.31%**	18
Strongly Disagree	**7.69%**	8
Total		**104**

Q14 Management within the City recognizes strong job performance.

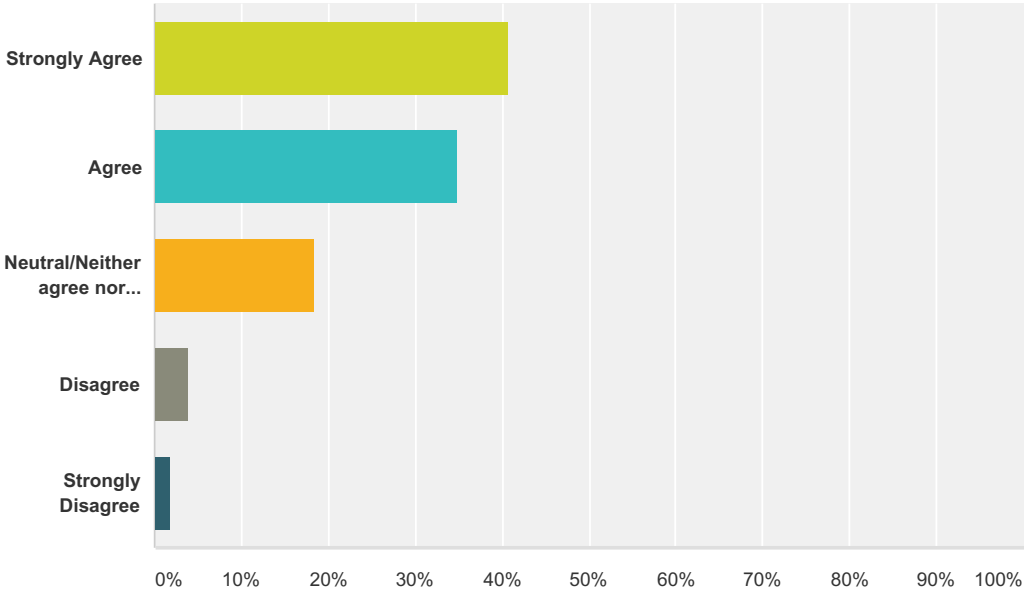
Answered: 104 Skipped: 13



Answer Choices	Responses	
Strongly Agree	**15.38%**	16
Agree	**38.46%**	40
Neutral/Neither agree nor disagree	**19.23%**	20
Disagree	**17.31%**	18
Strongly Disagree	**9.62%**	10
Total		**104**

Q15 My supervisor and I have a good working relationship.

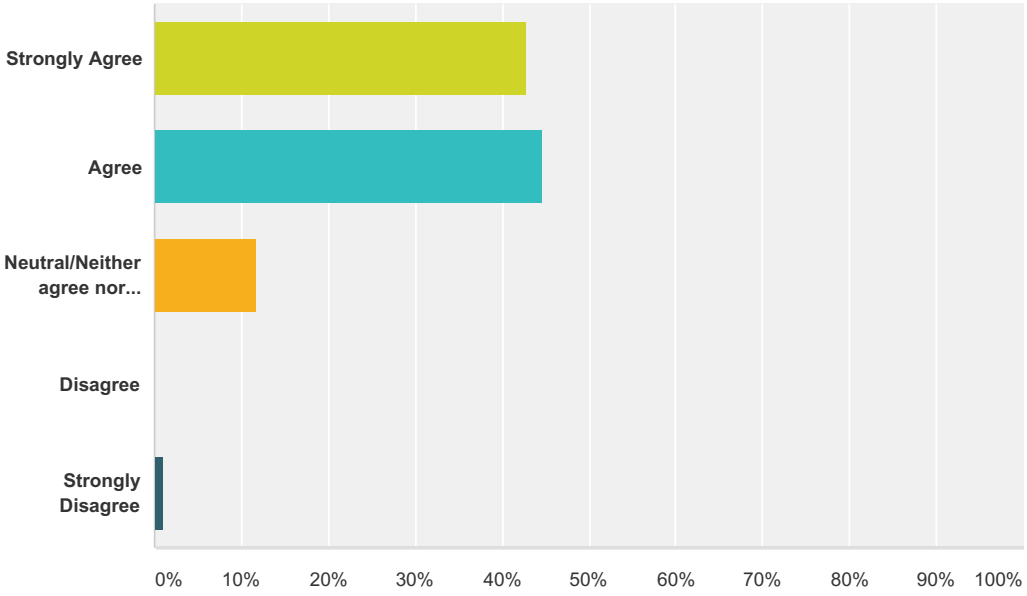
Answered: 103 Skipped: 14



Answer Choices	Responses	
Strongly Agree	**40.78%**	42
Agree	**34.95%**	36
Neutral/Neither agree nor disagree	**18.45%**	19
Disagree	**3.88%**	4
Strongly Disagree	**1.94%**	2
Total		**103**

Q16 My coworkers and I have a good working relationship.

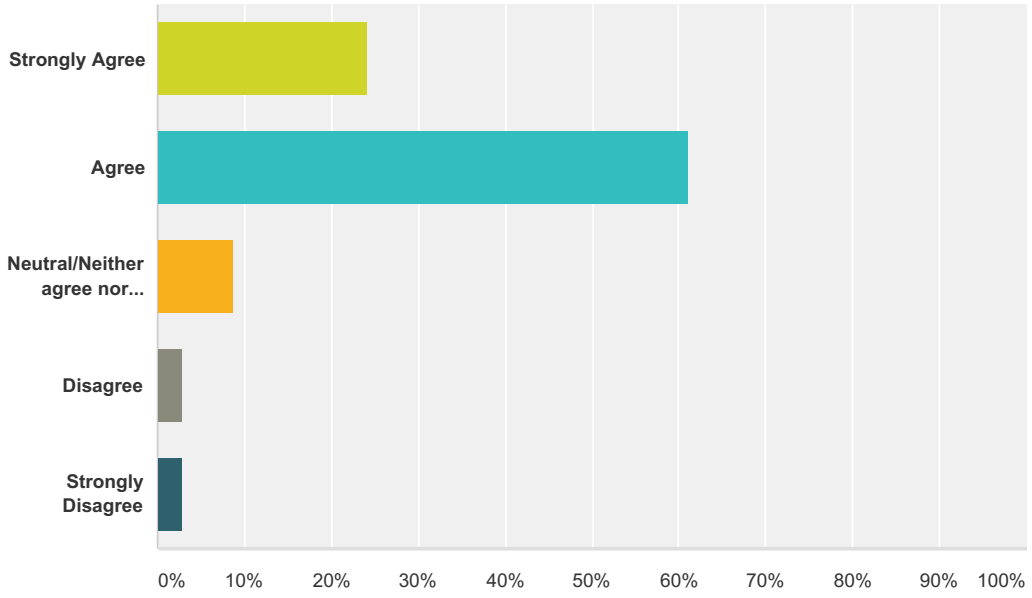
Answered: 103 Skipped: 14



Answer Choices	Responses	
Strongly Agree	**42.72%**	44
Agree	**44.66%**	46
Neutral/Neither agree nor disagree	**11.65%**	12
Disagree	**0.00%**	0
Strongly Disagree	**0.97%**	1
Total		**103**

Q17 Do you feel you are adequately equipped to do your job safely and correctly?

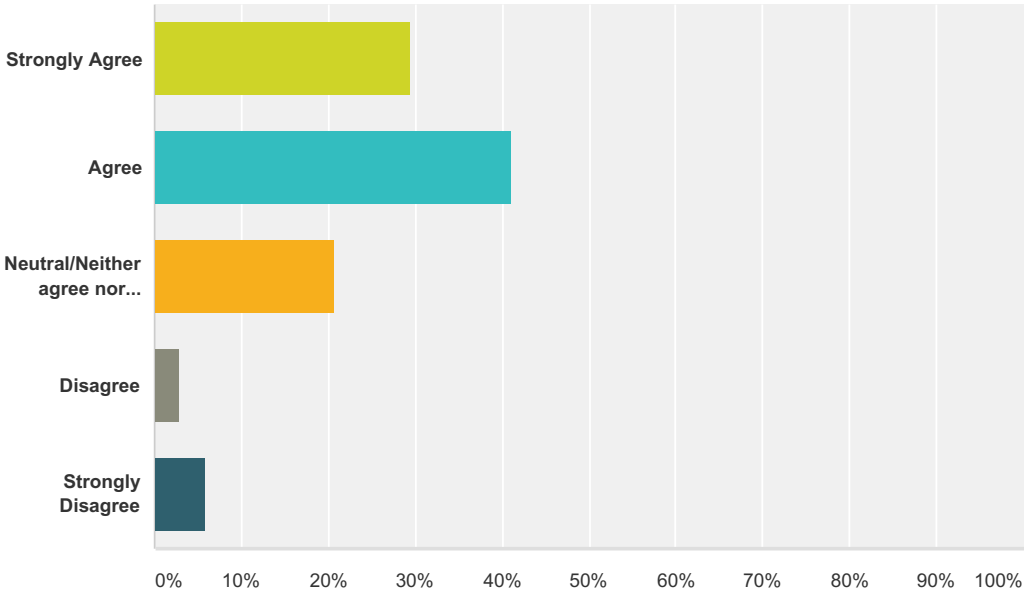
Answered: 103 Skipped: 14



Answer Choices	Responses	
Strongly Agree	**24.27%**	25
Agree	**61.17%**	63
Neutral/Neither agree nor disagree	**8.74%**	9
Disagree	**2.91%**	3
Strongly Disagree	**2.91%**	3
Total		**103**

Q18 Do you feel the City's tools, equipment, and certain infrastructure needs replacement in the next 3-5 years?

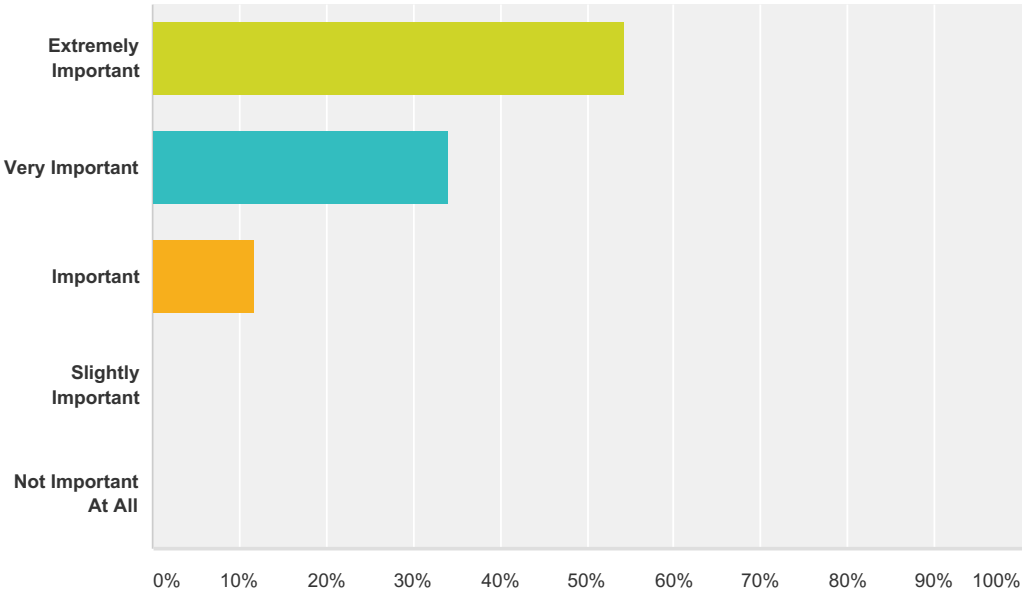
Answered: 102 Skipped: 15



Answer Choices	Responses	
Strongly Agree	**29.41%**	30
Agree	**41.18%**	42
Neutral/Neither agree nor disagree	**20.59%**	21
Disagree	**2.94%**	3
Strongly Disagree	**5.88%**	6
Total		**102**

Q19 In your opinion, how important is technology, and keeping up with new technology, to the success of the City?

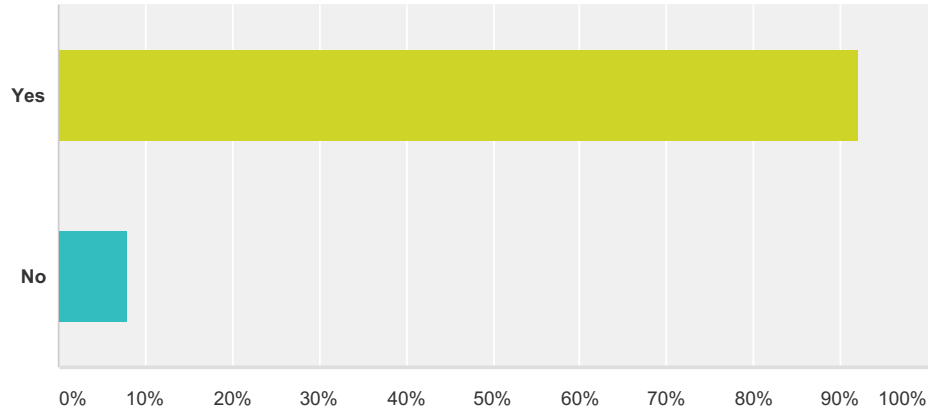
Answered: 103 Skipped: 14



Answer Choices	Responses	
Extremely Important	**54.37%**	56
Very Important	**33.98%**	35
Important	**11.65%**	12
Slightly Important	**0.00%**	0
Not Important At All	**0.00%**	0
Total		**103**

Q20 Do you utilize a computer for your daily duties? If yes, please answer questions 21-25:

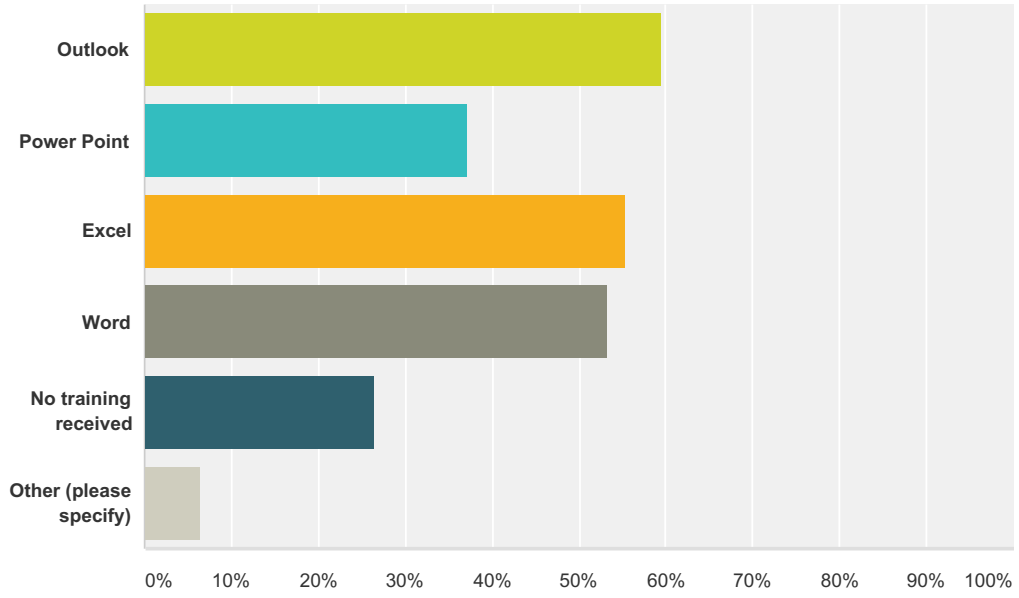
Answered: 102 Skipped: 15



Answer Choices	Responses	
Yes	**92.16%**	94
No	**7.84%**	8
Total		**102**

Q21 Did you receive or were you offered training for the following programs, please check all that apply:

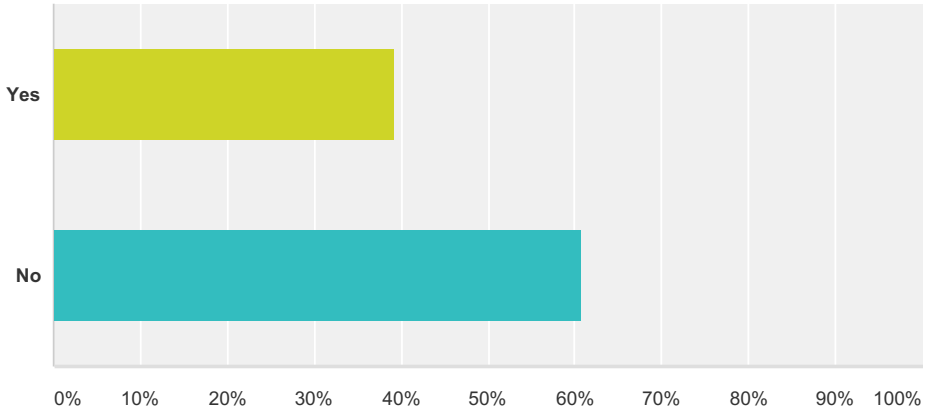
Answered: 94 Skipped: 23



Answer Choices	Responses	
Outlook	**59.57%**	56
Power Point	**37.23%**	35
Excel	**55.32%**	52
Word	**53.19%**	50
No training received	**26.60%**	25
Other (please specify)	**6.38%**	6
Total Respondents: 94		

Q22 Do you use the City's EDEN software?

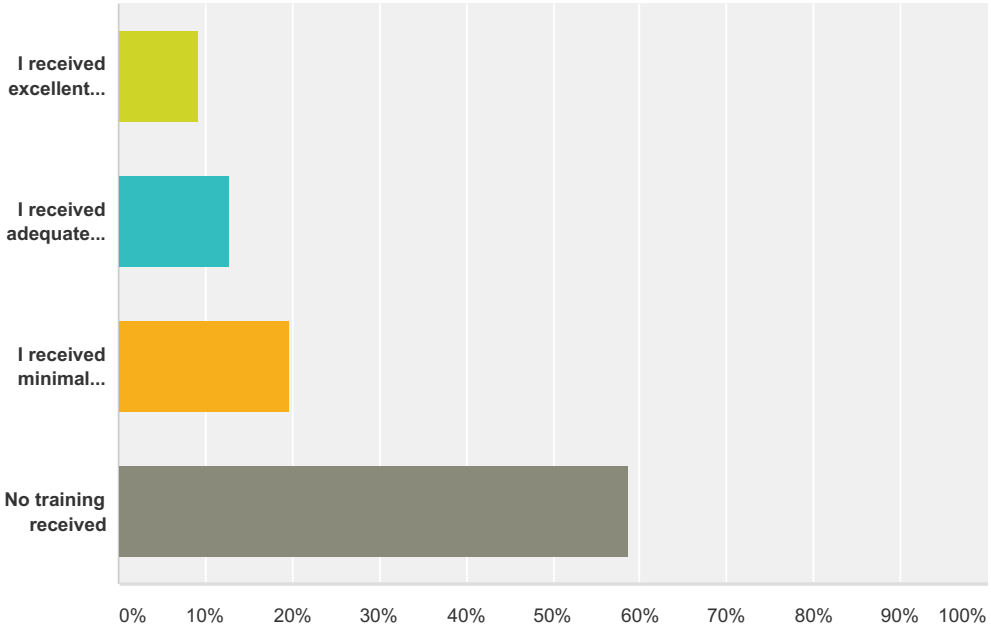
Answered: 97 Skipped: 20



Answer Choices	Responses	
Yes	**39.18%**	38
No	**60.82%**	59
Total		**97**

Q23 Did you receive adequate training for use of the City's EDEN system?

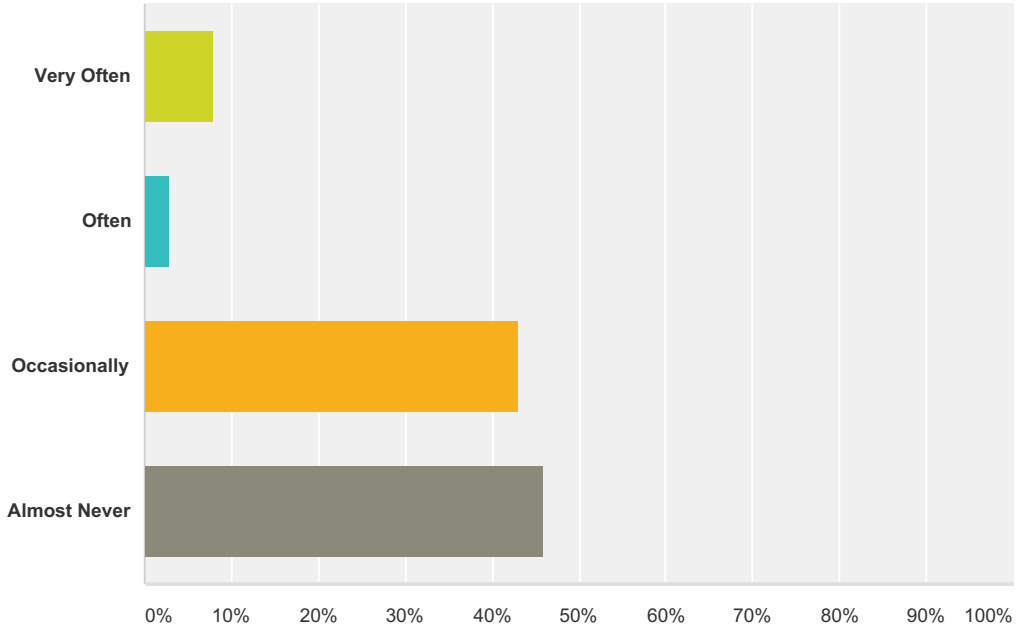
Answered: 87 Skipped: 30



Answer Choices	Responses	
I received excellent training	**9.20%**	8
I received adequate training	**12.64%**	11
I received minimal training	**19.54%**	17
No training received	**58.62%**	51
Total		**87**

Q24 How often do you have a computer, software, internet or email problem?

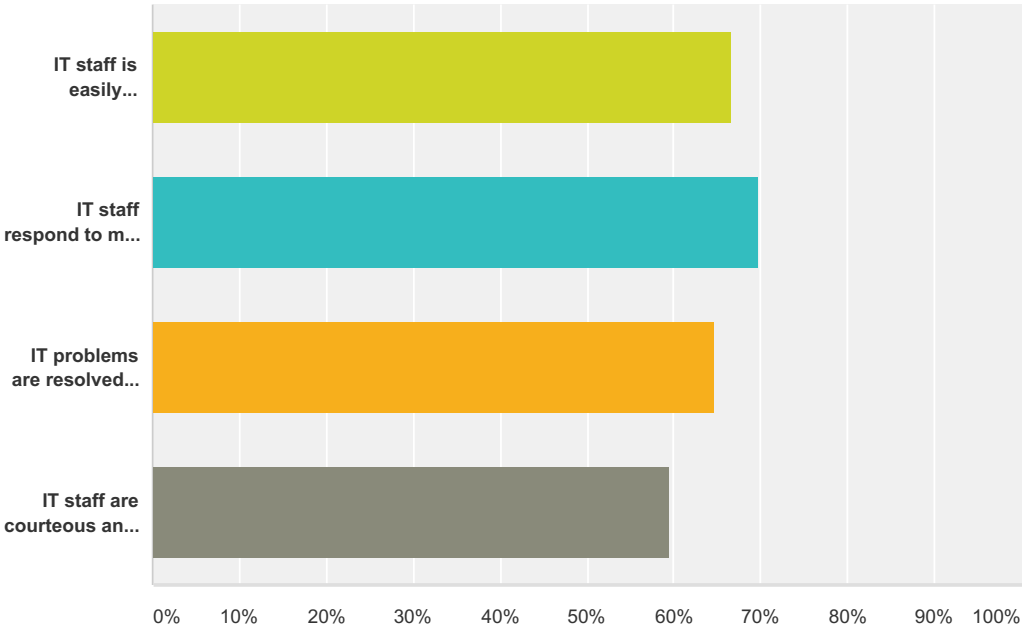
Answered: 100 Skipped: 17



Answer Choices	Responses	
Very Often	**8.00%**	8
Often	**3.00%**	3
Occasionally	**43.00%**	43
Almost Never	**46.00%**	46
Total		**100**

Q25 When an IT problem arises the following is true, please check all that apply:

Answered: 99 Skipped: 18



Answer Choices	Responses	
IT staff is easily accessible	**66.67%**	66
IT staff respond to my request in a timely manner	**69.70%**	69
IT problems are resolved within a reasonable time frame	**64.65%**	64
IT staff are courteous and knowledgeable	**59.60%**	59
Total Respondents: 99		

Survey Comments

Strategic Plan Comments

	Date Comment Received	Community or Employee	Comments/Questions
1	02/09/2016	Community	Don't treat residents like criminals; get rid of "public safety" police.
2	02/09/2016	Community	Bring back that 5K run and eliminate the wine cigar festival
3	02/09/2016	Community	Establish more parks in the north east quadrant , a dog park would be nice
4	02/09/2016	Community	Strengthen school choice by keeping our Gardena community enrolled in our school and not busing in outsiders that have no tie to the community
5	02/17/2016	Community	A cohesive community is very important
6	02/21/2016	Community	Greater economic development
7	02/03/2016	Community	We need a better City Center
8	02/09/2016	Community	We need public safety and private property protection
9	02/09/2016	Community	No bike lanes that take up a lane of traffic. Tree trimming is done too often.
10	02/09/2016	Community	Work with neighboring cities to bring metro rail access to Gardena.
11	02/10/2016	Community	Require business and apartment owners to keep trash cleaned up on their property.
12	02/11/2016	Community	Plant more trees in the City, it's starting to look like a ghetto you know with no trees. Trees make a city look more attractive.
13	02/14/2016	Community	The City should be teaching youth how to program and build electronics
14	02/18/2016	Community	The City should encourage the use of alternative fuels by providing electric vehicle charging stations at City Hall.
15	02/20/2016	Community	Bus transportation has to improve on line 2. Buses are too often late.
16	02/22/2016	Community	Landscape beautification is needed in the Northwest section of Gardena.
17	02/24/2016	Community	Make people clean up their yards and alleys!
18	02/24/2016	Community	Pay more attention to the complaints of the community
19	02/02/2016	Community	I feel that the mission statement is a good statement, but there are still parts of Gardena that don't represent highest quality, attractive or safe environment. Could be improved
20	02/03/2016	Community	It's just words. Sounds good on paper, but come on now, we know how impossible it is to maintain that mission
21	02/09/2016	Community	Get rid of that city motto "Freeway City". What idiot came up with that one? Who the heck wants to live in a freeway city? How about "Garden City".
22	02/09/2016	Community	I feel the mission statement focuses on the purpose of government rather than on the goals of the City itself. It may seem trivial, but I think it is important to differentiate.
23	02/09/2016	Community	Gardena needs to be committed to renewable energy for homeowners and public facilities to achieve zero fossil fuel use, protecting water supplies and rain water capture, increasing local food growing, and encouraging
24	02/10/2016	Community	The mission statement is generic but not outdated
25	02/11/2016	Community	It should say something about the people who live in this wonderful City.
26	02/14/2016	Community	Say something about education and improving society outside of economics.
27	02/17/2016	Community	The mission statement is very accurate as is.

	Date Comment Received	Community or Employee	Comments/Questions
28	02/21/2016	Community	It is a broad statement that attempts to cover our ideals, however, there should be some supporting language
29	02/24/2016	Community	Work on "who we are"
30	02/24/2016	Community	Include more services in all areas
31	02/02/2016	Community	Just more action please
32	02/03/2016	Community	Forget the mission statement; it's just a statement…how about the City focuses on ACTUALLY making a difference. Clean up the streets; create better relationship with small businesses. We need cool, young, and hip shops, bars and restaurants to attract a younger crowd. That is the only things that will help the City create more interest for others to live and move here.
33	02/09/2016	Community	Add after effective government "along with residents"
34	02/09/2016	Community	I propose the City use our dollars to hire an organization to re-evaluate the mission and branding of the City of Gardena.
35	02/17/2016	Community	Add something about being water/energy/environment awareness
36	02/21/2016	Community	The City of Gardena is committed to maintaining the highest quality of life, a safe and welcoming environment, a sound economic future and continued access to opportunity for all residents
37	02/03/2016	Community	Repeat comment #23
38	02/09/2016	Community	The mission statement reflects how the City currently operates and will continue to operate in the future. No changes.
39	02/20/2016	Community	We've got an In-n-Out now!!! That's exciting.
40	02/21/2016	Community	It is not clear whether the statement of sound economic future references internal finances of for those that mat be interested in economic investment.
41	02/25/2016	Community	Develop the W. Artesia Blvd corridor where the U-Haul dump is. This area does not reflect the City of Gardena and is really aesthetically unpleasing to the eye. You need to clear this area out and develop it.
42	02/09/2016	Community	Too many shooting in District 1
43	02/09/2016	Community	Ensure that the police departments are being good safety stewards and peacemakers.
44	02/14/2016	Community	The City should have some sort of homeless/mental illness program. I don't want homeless people arrested
45	02/20/2016	Community	Budget forums would be good. I think forums should be held all over the City and not just in the City Hall.
46	01/28/2016	Community	We don't have bus shelters
47	02/24/2016	Community	Need to have trolley like service on major thoroughfares on circular routes in both directions
48	02/14/2016	Community	The bus is often not on time. Maybe bigger and clearer bus signs with route maps. Texting service for bus arrival would be cool.
49	02/20/2016	Community	Most lines are on time with the exception of Line 2. The schedule needs some tweaking to make sure the buses are on time.
50	02/23/2016	Community	Condition of buses is remarkable, keep up the good work
51	02/14/2016	Community	Teach K-12 staff how to program
52	02/09/2016	Community	Recreation has a great staff and they do an incredible job
53	02/09/2016	Community	Add before school programs
54	02/10/2016	Community	We need round table/kitchen table discussions about community issues.
55	02/11/2016	Community	The City is already focused on Seniors; I would like to see more focus on Youth.
56	02/14/2016	Community	Stop approving so much high density housing

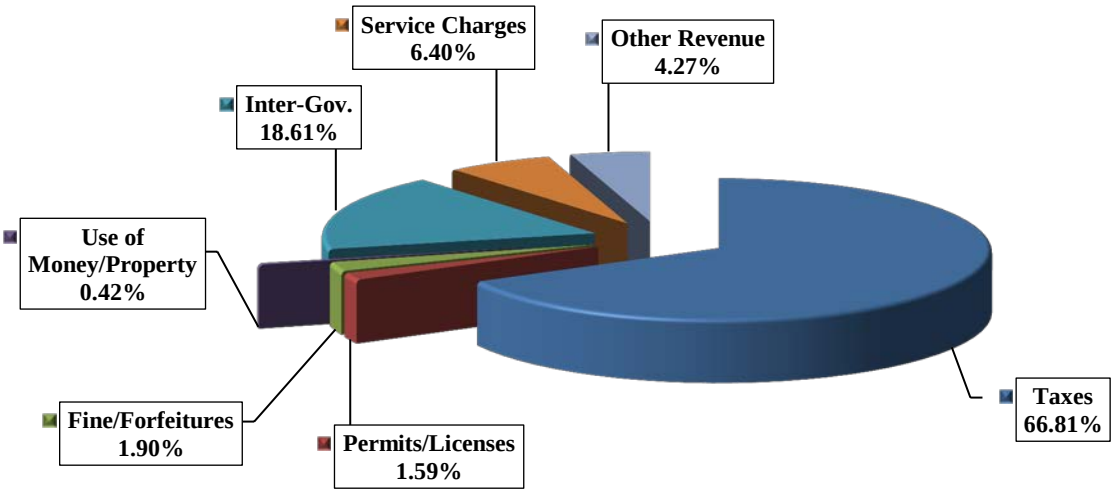
	Date Comment Received	Community or Employee	Comments/Questions
57	02/17/2016	Community	North West Gardena has a high turnover rate for businesses. I think it would be nice to have something other than hair shops, gas stations and liquor stores. Unfortunately the South side has had the most development in the City.
58	02/21/2016	Community	Need more major businesses other than auto shops, fast food, nail shops, etc.
59	02/02/2016	Community	Safety, safety, safety!!!
60	02/14/2016	Community	This survey is to long
61	02/14/2016	Community	The City of Gardena should invest itself in getting more students interested in STEM. Sustainability, Big Data, and Tech are good choices for improving the City and getting students interested in college.
62	02/14/2016	Community	We hope the City of Gardena continues to maintain a good cash reserve. The residents and employees of Gardena have spent the last decade making up for past mistakes. We've come to far to just throw it all away.
63	02/15/2016	Community	I would like to see a better soccer field. I feel the community would benefit from it.
64	02/16/2016	Community	The City needs to continue to maintain a good reserve
65	02/16/2016	Community	Stop all this development growth in our residential areas. No more condos, townhomes or apartments. Also the City needs to
66	02/18/2016	Community	I am very impressed at how the City was able to recover from financial hardship. Not only has it recovered, but it has close to a 30% financial reserve. I hope the City continues on this path of financial security and not relapse in its past financial endeavors.
67	02/18/2016	Community	City Hall is an aging complex. It would really benefit the City and its residents if the City builds a new Community Center.
68	02/20/2016	Community	I read that GTrans has purchased a few electric buses. I've read about these buses and am concerned with how they can function with our route and schedule system. I was thinking it might be a great idea to create an "Electric, Zero Emissions Line" in the Gardena area. That way the community benefits in more than one way and we can utilize those new electric buses in a way that would be effective.
69	02/21/2016	Community	Express economic development should be focused on the Rosecrans Corridor beginning with the Van Ness/Rosecrans Corridor
70	01/29/2016	Employee	It hits the key issues for the residents and businesses
71	01/29/2016	Employee	The mission is reactive, not proactive
72	02/01/2016	Employee	Our current mission statement is not outdated, slightly basic, but not outdated
73	02/02/2016	Employee	It is not outdated
74	02/04/2016	Employee	Relate mission statement to reflect greater public services
75	02/08/2016	Employee	Yes, it needs to speak of moving forward rather than maintaining
76	02/12/2016	Employee	No. As a police officer I strive each and every day to provide a safe environment. We as officer write public works slips to beautify and work on quality of life issues. So I would agree with our mission statement.
77	02/16/2016	Employee	I believe the mission statement should stay as it is
78	02/19/2016	Employee	Doesn't speak to who we are , how we provide services
79	02/23/2016	Employee	Does not describe who we are.
80	01/29/2016	Employee	Incorporating that our City is Technologically savvy and currently competent with the rapidly advancing/evolving technological trends.
81	01/29/2016	Employee	I would change it so that it demonstrates the level of service our "customers" will receive and how that translates into a safe and attractive environment and sound economic future.
82	01/29/2016	Employee	A safe attractive environment and a sound economic future.
83	02/01/2016	Employee	It doesn't communicate about providing high quality programs and services

	Date Comment Received	Community or Employee	Comments/Questions
84	02/01/2016	Employee	I do not believe our mission statement is unique. This is not a bad thing, but any City that is not trying to reach the goals stated in our Mission Statement probably doesn't deserve to be a City
85	02/02/2016	Employee	Needs to be more specific, I.e. what does sound economic future mean?
86	02/02/2016	Employee	Adding a statement about fostering the growth of local businesses
87	02/04/2016	Employee	Reflect great public services internally (employees) and externally (residents)
88	02/08/2016	Employee	Removing the word maintaining and change it to moving forward. To talk about the new business that has come and is to come with the theme moving forward.
89	02/23/2016	Employee	Sounds very generic
90	02/23/2016	Employee	Committed is untrue
91	1/29/2016	Employee	Continue expanding business relationships make Gardena a place where others would like to live, shop and work.
92	01/29/2016	Employee	The vision is generic, it lacks the how. We are better than this.
93	02/01/2016	Employee	How will we work toward making this vision happen?
94	02/01/2016	Employee	The vision statement is relevant; however, without and updated General Plan and Zoning Code that charts a future for the City, it is hard to decipher what this vision statement really stands for. As urban centers become more popular, cities like Gardena will lose to nearby walkable cities and neighborhoods that attract both old and young residents and visitors to live, work and play
95	02/01/2016	Employee	No changes to the statement, but if we would like to live up to that statement, we would need to make some necessary changes to update our City. Example: technological changes.
96	02/01/2016	Employee	Change most desired to a desired
97	02/08/2016	Employee	We need to meet the needs of the community at all of our facilities
98	02/18/2016	Employee	We need top notch sit down restaurants
99	02/19/2016	Employee	Vision statements should be aspirational; they should lay out the most important primary goals for a company. Vision statements should outline the key objectives for the City; it should guide employees to develop business strategies to achieve the stated goals. A unifying vision statement ensures employees are all on the same page and can be more productive.
100	02/23/2016	Employee	This vision is not shared by all
101	02/08/2016	Employee	Gardena is such a small employee base and staff stay for a very long time
102	02/16/2016	Employee	Depends on the department you work for
103	02/19/2016	Employee	If I could work for PD
104	02/23/2016	Employee	Promotions are not based on merit. Evaluation of employees often poorly done.
105	02/01/2016	Employee	If the City were serious about professional development there would be a real investment in furthering education as opposed to the currently negligible educational reimbursement.
106	02/08/2016	Employee	I believe we should offer more classes and a larger educational reimbursement to employees.
107	02/19/2016	Employee	I believe my director was dedicated to my professional growth, but don't believe the City as a whole is as engaged.
108	02/23/2016	Employee	Offer more classes
109	02/08/2016	Employee	I have not had much training offered to me.
110	02/23/2016	Employee	There is no training program
111	01/29/2016	Employee	Computer classes for new employees
112	02/01/2016	Employee	Access to national professional conferences

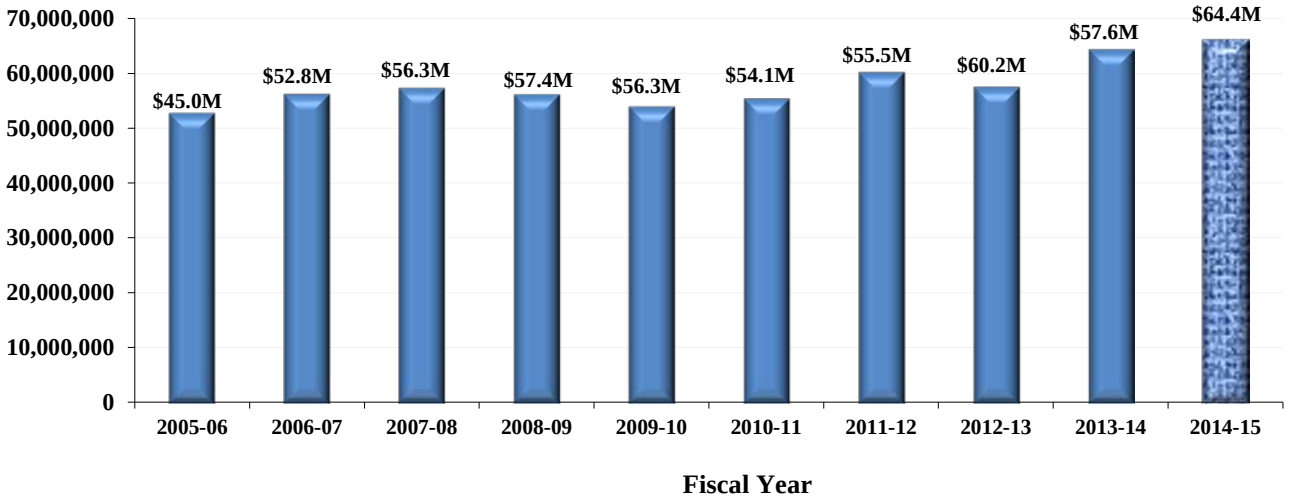
	Date Comment Received	Community or Employee	Comments/Questions
113	02/01/2016	Employee	Real educational incentive
114	02/02/2016	Employee	City growth other than just one area
115	02/02/2016	Employee	Increase training budgets
116	02/08/2016	Employee	I would be interested in Job Shadowing, Lunch & Learn and Finance Academy
117	02/16/2016	Employee	The programs listed lack additional information to give educated opinion
118	02/19/2016	Employee	Finance Academy and Lunch & Learn Program
119	02/19/2016	Employee	Both Mentoring and Job Shadowing Programs
120	02/23/2016	Employee	Job Shadowing, lunch & Learn, Finance Academy
121	01/29/2016	Employee	Training is always available if desired/needed
122	01/29/2016	Employee	I received permit track training
123	02/01/2016	Employee	Windows 10 training
124	02/16/2016	Employee	CPR Training

Statistical Data

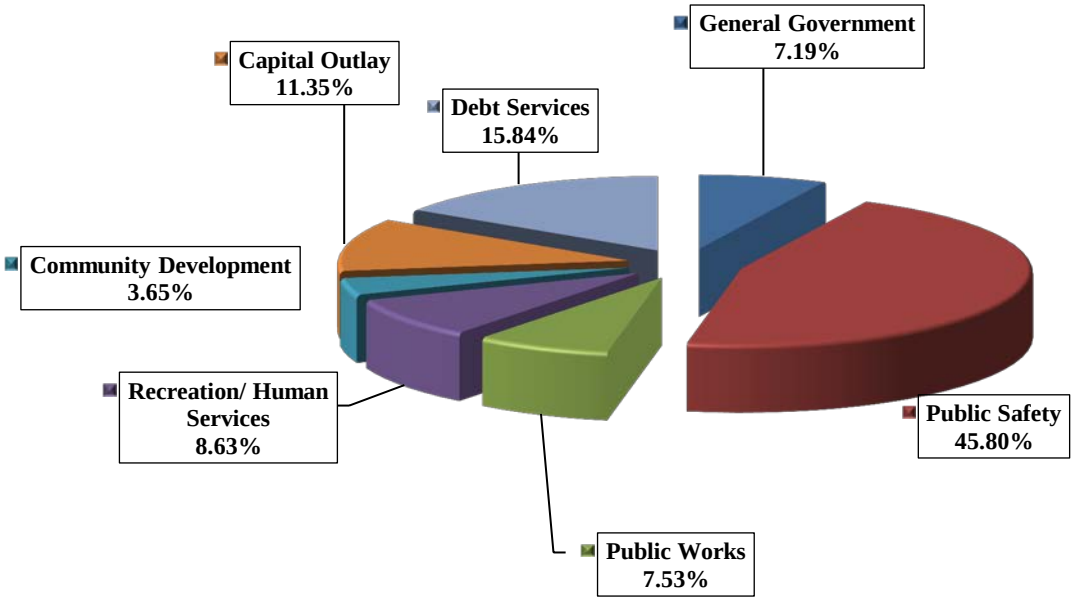
City of Gardena
General Revenues by Sources
Fiscal Year Ended June 30, 2015



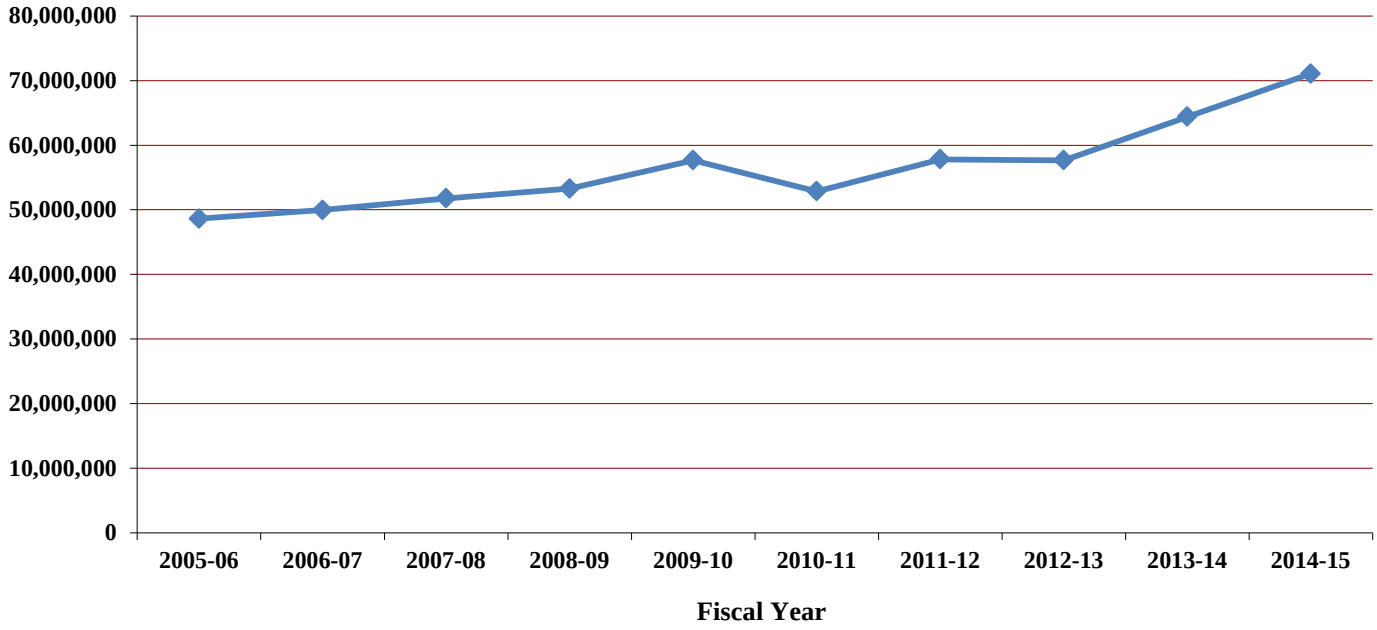
City of Gardena
General Revenues by Sources
Last Ten Fiscal Years



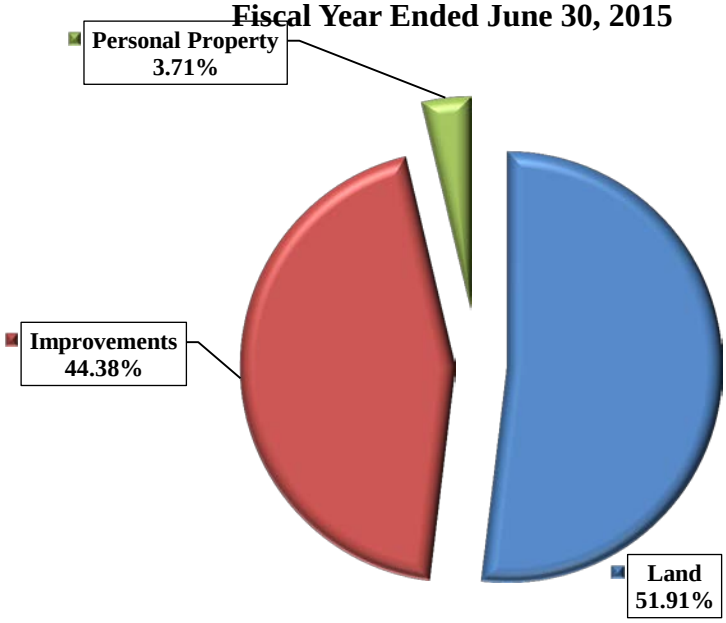
City of Gardena
General Governmental Expenditures
by Function
Fiscal Year ended June 30, 2015



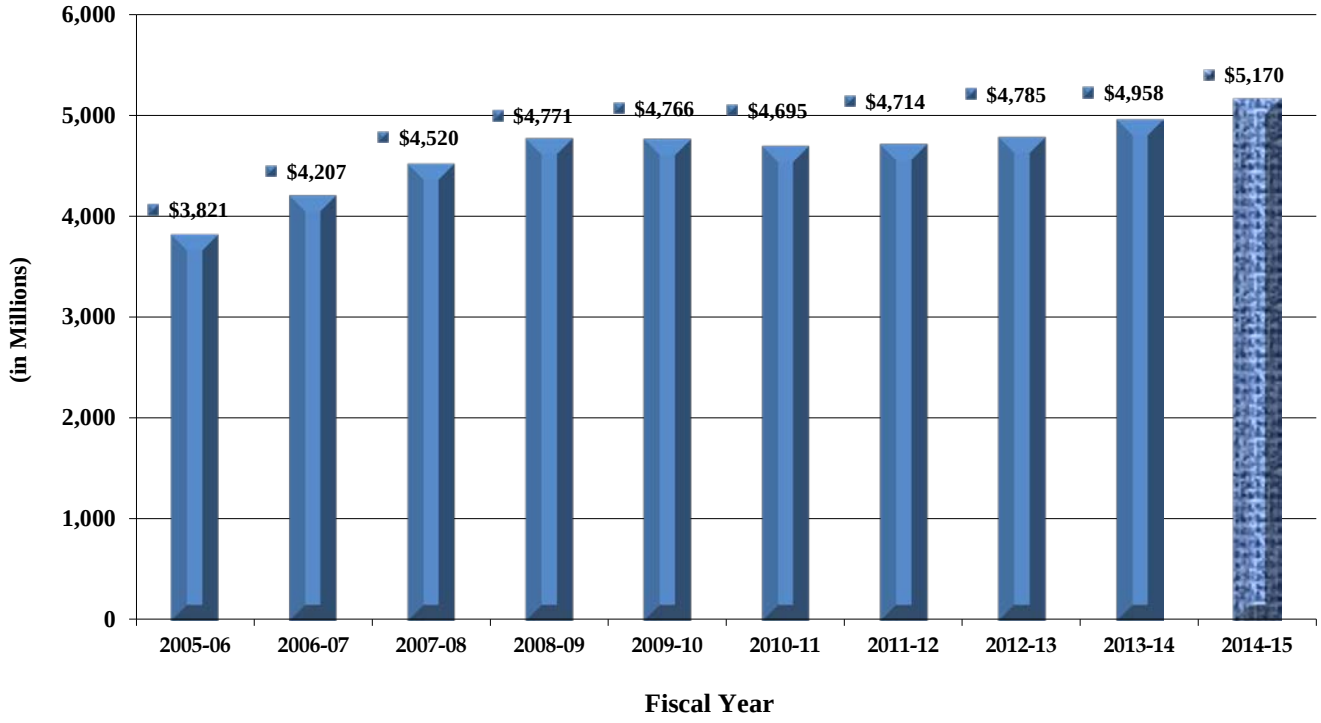
Total General Governmental Expenditures
Last Ten Fiscal Years



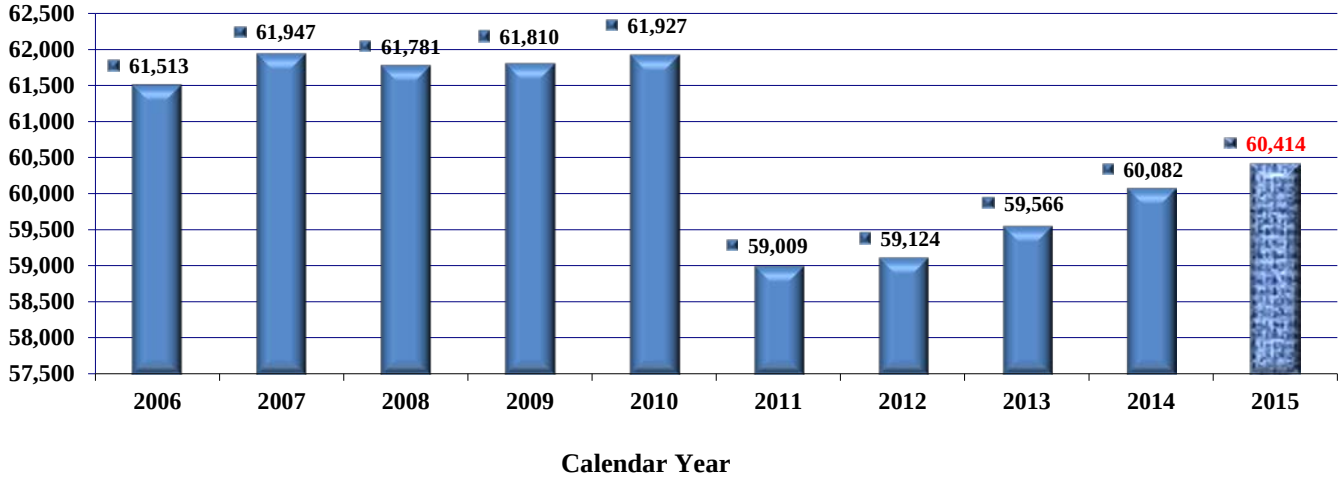
City of Gardena
Assessed Valuation by Categories
(Total Secured and Unsecured)
Fiscal Year Ended June 30, 2015



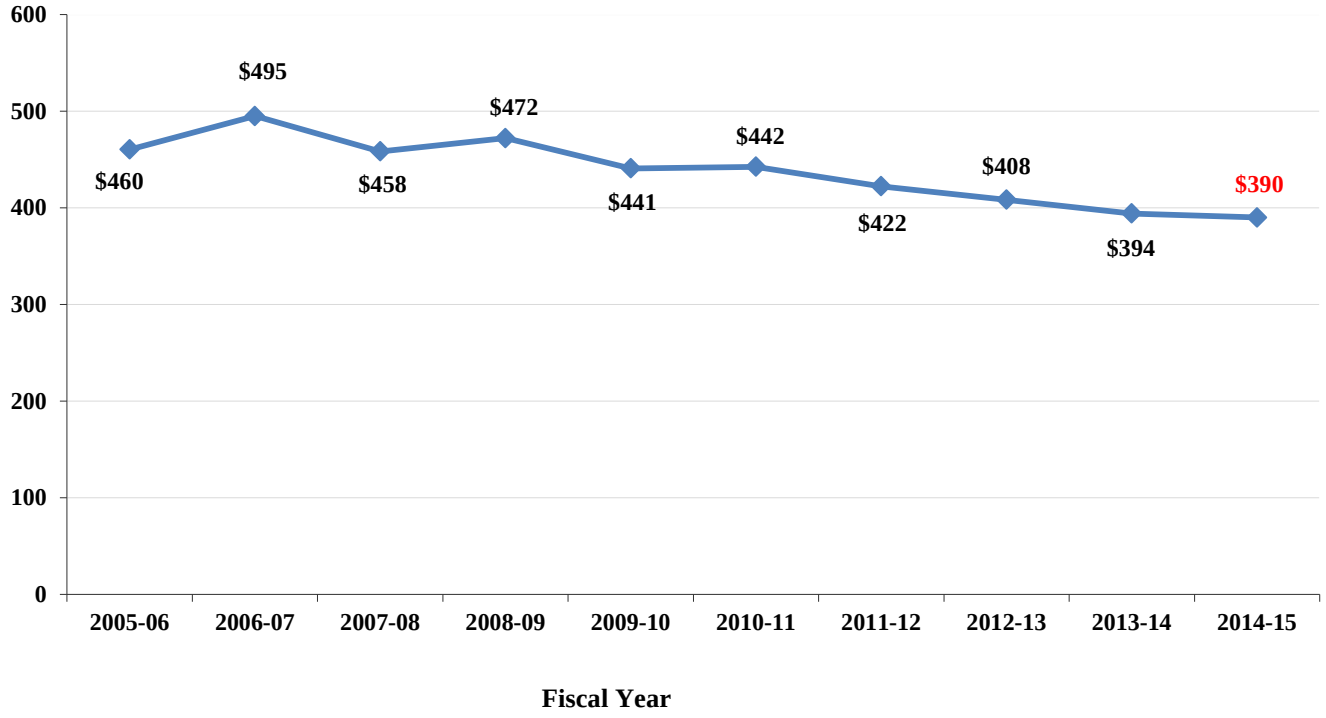
City of Gardena
Total Assessed Valuation
(Taxable Values)

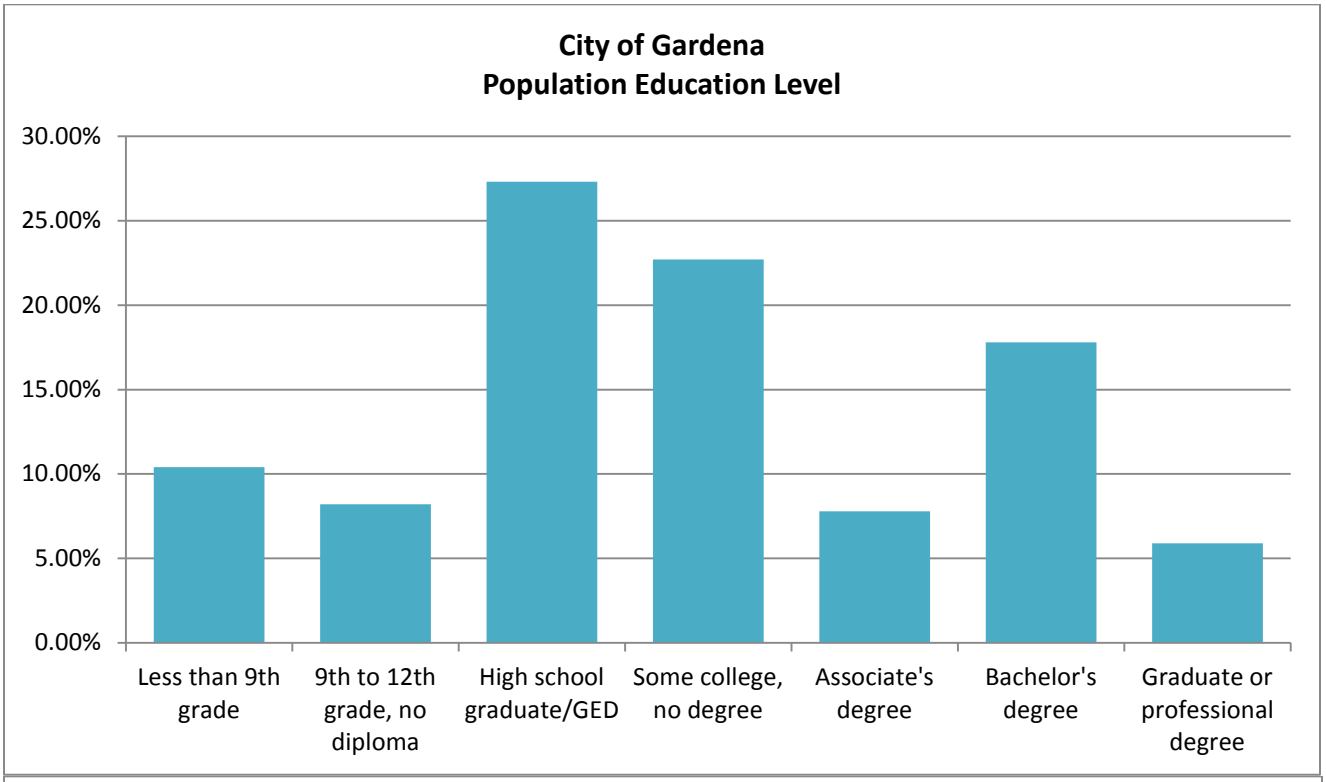


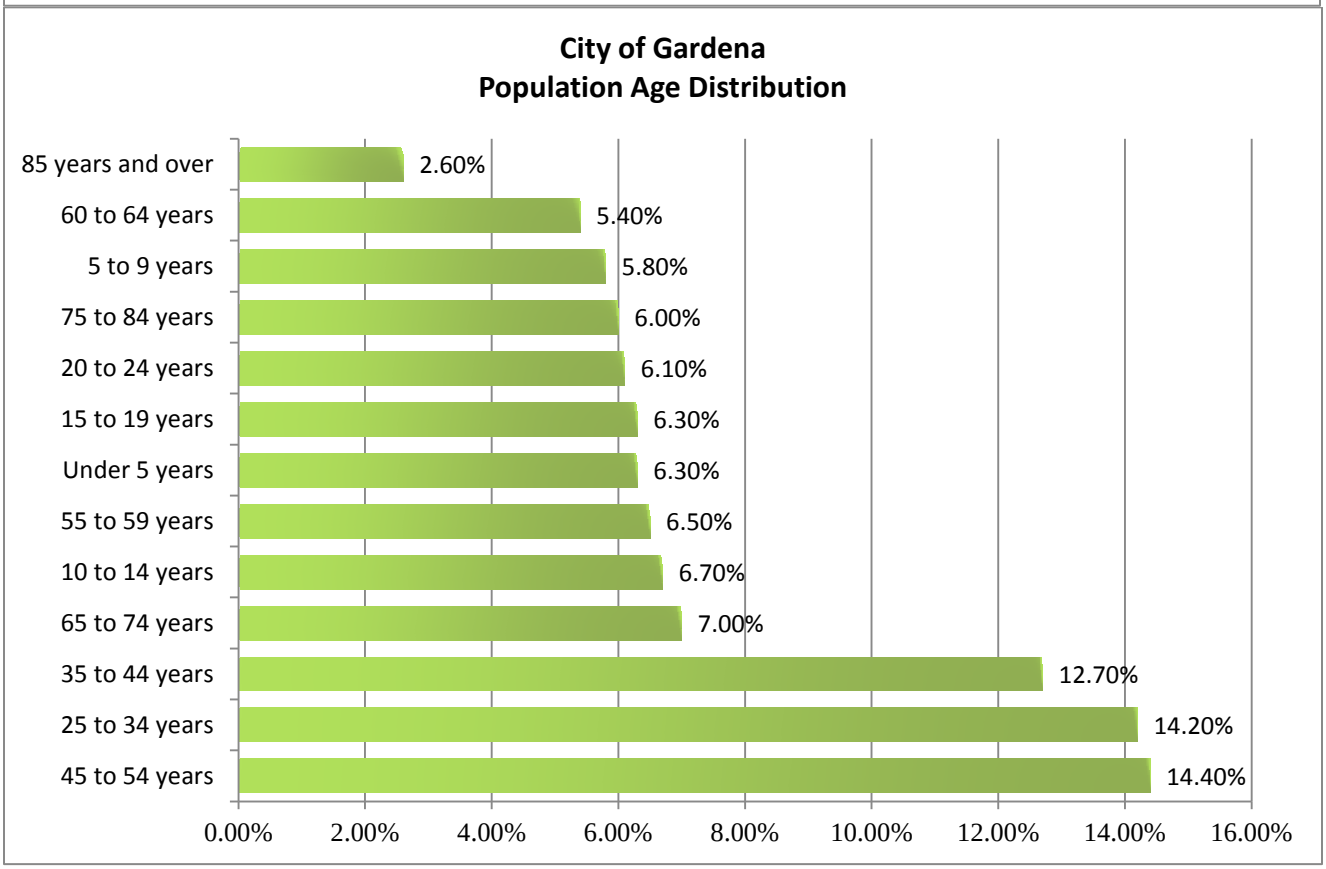
City of Gardena Population
Last Ten Calendar Years

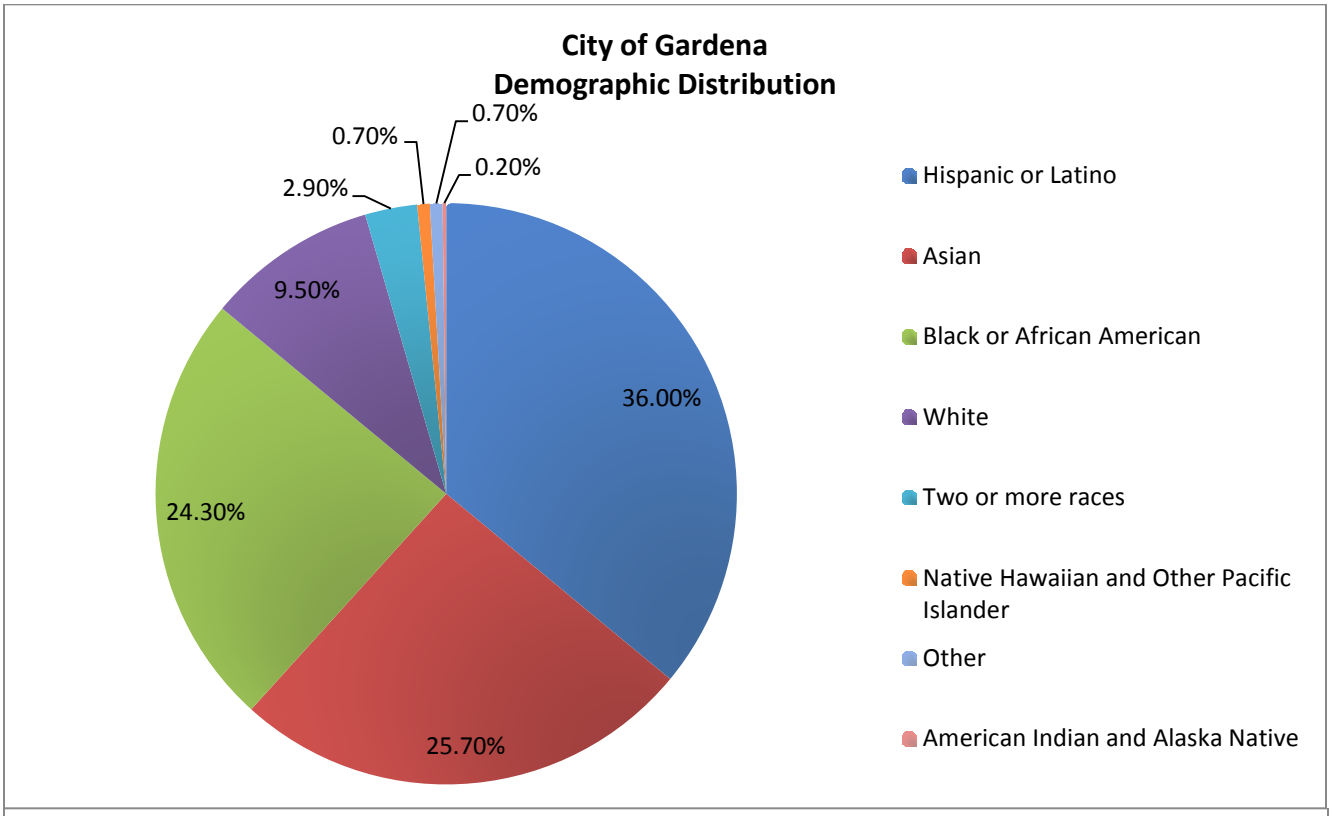


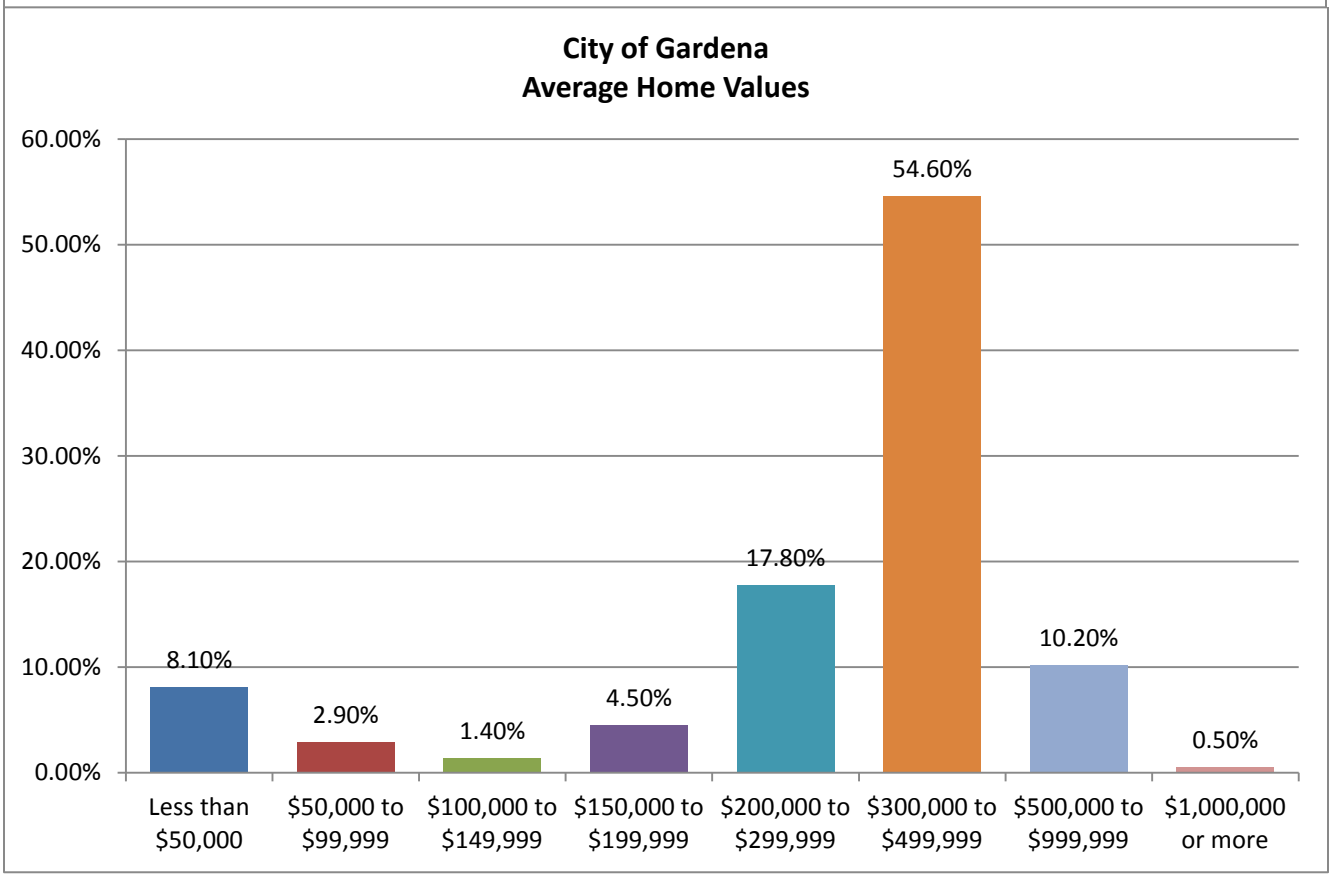
Outstanding Debt per Capita
Last Ten Fiscal Years




City of Gardena
Population Education Level
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
Less than 9th grade
9th to 12th grade, no diploma
High school graduate/GED
Some college, no degree
Associate's degree
Bachelor's degree
Graduate or professional degree


City of Gardena
Population Age Distribution
85 years and over 2.60%
60 to 64 years 5.40%
5 to 9 years 5.80%
75 to 84 years 6.00%
20 to 24 years 6.10%
15 to 19 years 6.30%
Under 5 years 6.30%
55 to 59 years 6.50%
10 to 14 years 6.70%
65 to 74 years 7.00%
35 to 44 years 12.70%
25 to 34 years 14.20%
45 to 54 years 14.40%
0.00%
2.00%
4.00%
6.00%
8.00%
10.00%
12.00%
14.00%
16.00%


City of Gardena
Demographic Distribution
36.00%
25.70%
24.30%
9.50%
2.90%
0.70%
0.70%
0.20%
Hispanic or Latino
Asian
Black or African American
White
Two or more races
Native Hawaiian and Other Pacific Islander
Other
American Indian and Alaska Native


City of Gardena
Average Home Values
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
8.10%
2.90%
1.40%
4.50%
17.80%
54.60%
10.20%
0.50%
Less than $50,000
$50,000 to $99,999
$100,000 to $149,999
$150,000 to $199,999
$200,000 to $299,999
$300,000 to $499,999
$500,000 to $999,999
$1,000,000 or more

City of Gardena Quick Facts	
Population (est. 2014)	60,395
Median age	38.4
Land area in square miles	5.83
Median Household Income	$47,856
Civilian labor force	63.40%
Unemployment Rate (LA County 1/2016)	5.80%
Median Home Value	$341,900
Owner-occupied housing	50.20%
Renter-occupied housing	49.80%
High School graduate or higher	81.40%
Bachelor's degree or higher	23.70%
Language other than English spoken at home	51.10%

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No.:	**8. A. (4) (a) & (b)**
Department:	**Elected & Admin. Offices**
Meeting Date:	**03/08/2016**
Resolution No.:	**6219**

AGENDA TITLE: AUTHORIZATION TO PROCEED WITH DEVELOPMENT OF THE PUBLIC SAFETY FACILITY AND SENIOR COMMUNITY CENTER, BASED ON INITIAL NEEDS ASSESSMENT CONCEPT DESIGN PERFORMED BY KOSMONT & ASSOCIATES, INC.

(a) RESOLUTION NO. 6219, Appropriating $15 Million from General Fund Reserve to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54, for Construction of the Public Safety Facility; and $2.9 Million for the Construction of the Senior Community Center from the In-Lieu Fund to Committed Category of the City's Governmental Fund Financial Statements, as Required by the Governmental Accounting Standards Board (GASB) Statement Number 54

(b) Approval of Amendment to Consultant Agreement for Drafting of Request for Qualifications /Request for Proposals (RFQ/P) and Assistance in Managing the Process ("Project") to Identify a Design Build Team to Construct and Deliver a New Public Safety Facility and Senior Community Center with Kosmont & Associates, Inc.

RECOMMENDATION:

Staff respectfully recommends that the City Council Adopt Resolution No. 6219 and Approve the Amendment to the Consultant Agreement with Kosmont & Associates, Inc.

BACKGROUND:

The City purchased a number of properties adjacent to the Civic Center during 2011 and 2012 [House at 1744 West 162nd Street, Goodwill Industries building at 16220 South Western Avenue, and commercial center (Justin Plaza) at 16206 South Western Avenue]. The intent was to provide space for a new police station and senior community center.

As part of the review of the 2012 Strategic Plan, a concept drawing prepared by the Planning Center was presented which incorporated the properties purchased by the City.

In December 2014, the City Council authorized contracting with Kosmont & Associates, Inc. for an Initial Needs Assessment, Concept Design, and Evaluation of Financing Strategies for the Public Safety and Senior Community Center Facilities.

Kosmont & Associates, Inc., in association with Roth Sheppard Architects ("RSA"), led the project and provided site and financing options. RSA provided Public Safety Facility planning, design, and implementation services.

Public Safety Facility

The current police facility was completed in 1963 and has outlived its useful life based on a variety of factors; space being a primary issue. Over the last several years, enhancements have been made to the Department in an effort to handle short term growth including: special vehicle storage, a new communications tower, the Detective Bureau being situated in three double-wide mobile units, and a surface parking lot at 162nd Street. Even with these additions, the Department has continued to grow beyond the abilities of our current facility and we are now using space that was not designed to be

for offices or locker rooms. Lastly, the police department's Type-1 jail is currently operating under the oldest regulations allowed by the Department of Corrections. This jail type is relatively non-existent in police facilities and there is a strong possibility the City will be forced to complete substantial upgrades in the near future.

In evaluating what potential options the City could take to replace or enhance the police facility, we considered three main options:

1) Construct a new police and community building adjacent to the existing building
2) Modernize the existing building and construct a supplemental building adjacent to the existing building
3) Rehab an industrial and/or office-style building on another site within the City

Options 2 and 3 were driven by a desire to develop alternatives if the current funding levels were not sufficient to construct a new facility. For approximately five years, the City has had a strategic vision to acquire the available properties adjacent to the civic center with a long-term goal to construct a new police facility and senior center. The initial land use designs the City has been working under during the last several years, established the intersection of 162nd Street and Western Avenue as the gateway to the civic center plaza and the senior center adjacent to the city hall lawn.

Construct a New Police Facility

With building a new facility, the design would be customized to Gardena requirements, effectively improving workflow, efficiency, and security needs, as well as including community needs (Juvenile Justice Program, community meeting rooms, etc.). Construction of a new facility would be on city-owned property, as to not incur additional land costs. We would have the benefit of having our existing police facility to use while building is underway, thus minimizing disruption to police services. Additionally, by building a facility on-site, the City campus will provide cohesion within the civic center plaza and increase accessibility to community members and other City departments.

Senior Community Center Project

The senior community center project consists of construction of a 6600 square foot senior center to house senior programs and the Alzheimer's daycare program. Mr. Herb Roth, from the architectural firm Roth Sheppard, conducted a space needs assessment, which provided the basis for the necessary size of the facility and the required amenities.

The senior community center is fairly straightforward from a construction and funding perspective. In considering the options for the senior center we evaluated the construction of a completely new facility and a significant renovation of the Justin Plaza shopping center at 162nd Street and Western Avenue. We evaluation three important topics to determine if there were adequate progress to recommend moving forward with the next step in the design process. These topics included: funding, design, and space objectives, and the physical footprint available to construct the project.

The senior community center is estimated to cost between $2.5 million and $3.3 million to design and construct. Our evaluation determined the space and design concepts, as delivered, would meet the goals for the new senior center. The initial design concepts would be modified but the space needs would remain fairly consistent. This project is completely funded through park-in-lie funds currently held in trust by the City. There is significant cost saving by renovating Justin Plaza to accommodate the center, but this cost saving comes with some significant drawbacks, including:

- Inability to program the space in an optimal fashion for the senior community center
- Outdoor space required for the center will be limited
- The Justin Plaza footprint is the ideal location for any police facility expansion
- Aesthetic enhancements for the civic center plaza will be limited

On December 10, 2016, members of the Civic Center Expansion Team toured the Los Angeles Police Department (LAPD) Northeast station. The station is nearing completion and is the fourth LAPD station built with a similar design. The Team was impressed by the thoroughness of the design and relative cost for the size of the station. The station design was very similar to what would meet our needs in Gardena.

The tour allowed the Team to reconsider the space needs from 50,000 sq. ft. plus to 35,000 sq. ft. The estimated cost of construction is $500 per sq. ft. for the Public Safety Facility and an estimate of $400 per sq. ft. for the Senior Community Center.

At the January 27, 2016, Finance Committee meeting, Staff presented a recommendation that, after a review of the various alternatives, construction of a new 35,000 sq. ft. Police Facility and a 6,600 sq. ft. Senior Community Center on the grounds of the civic center were the best alternatives.

The recommended funding, outlined below, allows for construction without any further indebtedness.

Police Facility / Senior Community Center Funding Sources

Police Facility	
General Fund Reserve Appropriation	$ 15,000,000
Asset Forfeiture	2,000,000
Gardena Police Foundation	500,000
Sub-Total:	$ 17,500,000
Senior Community Center	
Park in Lieu Funds	$ 2,900,000
TOTAL:	**$ 20,400,000**

The Finance Committee concurred with Staff's recommendation to present the project and funding to the full City Council for approval.

Following the approval of the recommended alternatives and funding by the Finance Committee, Staff solicited a proposal from Kosmont and Associates, Inc. to develop and manage a Request for Qualifications and Request for Proposal (RFP/Q) process to solicit responses from qualified teams; also to provide assistance to evaluate and select a preferred delivery partner.

Kosmont & Associates, Inc. ("Kosmont"), in association with Roth Sheppard Architects ("RSA"), assisted the City with the initial assessments and evaluations. Kosmont & Associates, Inc., a certified minority business enterprise, is a real estate, financing advisory, and economic development services firm offering a full range of services.

Kosmont has assisted hundreds of public agencies in the quest for economic development, developer selection, and negotiations (RFP/Q). Kosmont led the Los Angeles Police Department Master Plan effort in accessing locations for thirty stations.

RSA was the master planner and architect for that project. RSA has national experience of over fifty public safety projects in the past thirty years. References for RSA include the Houston Police Department, and the City of Dickinson and Atlanta Police Departments.

Kosmont and RSA meet the requirements for the services and deliverables of Tasks 1-4, as demonstrated by their span of skills, experience, and references for local governments and public safety. Under Government Code, §4526, they can be awarded on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of Tasks 1-4.

The total cost for Tasks 1-4 is estimated at $35,000.

Submitted by: Mitchell G. Lansdell
Mitchell G. Lansdell, City Manager

Date: 03/03/2016

Attachments:

- Resolution No. 6219
- Amendment to Consultant Agreement between City of Gardena and Kosmont & Associates, Inc.

RESOLUTION NO. 6219

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROPRIATING $15 MILLION FROM GENERAL FUND RESERVE TO COMMITTED CATEGORY OF THE CITY'S GOVERNMENTAL FUND FINANCIAL STATEMENTS, AS REQUIRED BY THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NUMBER 54, FOR CONSTRUCTION OF THE PUBLIC SAFETY FACILITY; AND $2.9 MILLION FOR THE CONSTRUCTION OF THE SENIOR COMMUNITY CENTER FROM THE IN-LIEU FUND TO COMMITTED CATEGORY OF THE CITY'S GOVERNMENTAL FUND FINANCIAL STATEMENTS, AS REQUIRED BY THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STATEMENT NUMBER 54

WHEREAS, GASB Statement No. 54 requires that a municipal governing body formally approve any designation of committed funds that can be spent only for specific purposes; and

WHEREAS, the City Council wishes to appropriate and commit funds for the development of a Public Safety Facility and a Senior Community Center;

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

SECTION 1. The sum of Fifteen Million Dollars ($15,000,000.00) is hereby appropriated from the General Fund Reserve to the Committed Category of the City's Governmental Fund Financial Statements for Construction of a Public Safety Facility.

SECTION 2. The sum of Two Million Nine Hundred Thousand Dollars ($2,900,000.00) is hereby appropriated from the In-Lieu Fund to the Committed Category for the Construction of the Senior Community Center.

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 March, 2016.

PAUL K. TANAKA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

PETER L. WALLIN, City Attorney

CITY OF GARDENA
FIRST AMENDMENT TO CONSULTANT AGREEMENT
REGARDING SENIOR/COMMUNITY AND PUBLIC SAFETY FACILITY

This Amendment to Consultant Agreement ("First Amendment") is entered into this 8th day of March, 2016, by and between the City of Gardena, a municipal corporation ("City") and Kosmont & Associates, Inc. ("Consultant").

WHEREAS. City and Consultant entered into a Consultant Agreement dated December 9, 2014, ("Agreement") to obtain a needs assessment, concept design and evaluation of financing strategies for a public safety and community center.

WHEREAS, City and Consultant now desire to contract for real estate advisory services in connection with the procurement and management of a design build team to construct and deliver a new Senior/Community and Public Safety Facility.

NOW, THEREFORE, the parties agree as follows:

1. Consultant shall perform, as Additional Services under the Agreement, the advisory and management services set forth in the Proposal for Services re Senior/Community & Public Safety Facility RFQ/P dated February 19, 2016, attached hereto as Exhibit A;

2. Consultant shall be compensated at the rates and in accordance with the payment schedule set forth in Exhibit A.

3. Subject to the right of either party to terminate with or without cause as set forth in the Agreement, Consultant shall perform the services set forth in Exhibit A within the time set forth therein.

4. The rights and obligations of the parties with regard to the provision of these Additional Services shall be governed by the Agreement.

5. It is understood and agreed to by the parties that Roth Sheppard Architects, also a party to the Agreement, is not a party to this First Amendment, and has neither rights nor obligations arising from this amendment.

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

CITY OF GARDENA

_____

MITCHELL LANSDELL, CITY MANAGER

APPROVED AS TO FORM:

Peter L. Wallin, City Attorney

KOSMONT & ASSOCIATES, INC.

By: _____

LARRY KOSMONT, PRESIDENT

By: _____

SUSAN PERRY, CORPORATE SECRETARY

Exhibit A

Proposal for Services re Senior/Community & Public Safety Facility RFQ/P

kosmont companies

February 19, 2016

Ed Medrano
Chief of Police
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

Re: Proposal for Services re Senior / Community & Public Safety Facility RFQ/P

Dear Mr. Medrano:

Kosmont & Associates, Inc. doing business as Kosmont Companies ("Consultant" or "Kosmont") is pleased to present this proposal for real estate advisory consulting services to the City of Gardena ("Client", "City") in connection with the drafting of a Request for Qualifications / Request for Proposals (RFQ/P) and assistance in managing the selection process ("Project") to identify a design build team to construct and deliver a new Senior / Community and Public Safety Facility ("Facility") at City Hall.

This proposal serves as an Agreement when executed and returned by Client to Kosmont.

I. BACKGROUND AND OBJECTIVE

Client recently completed an extensive process that resulted in / included the development of a conceptual Facility program, the identification of potential Facility delivery options and alternatives, an evaluation of potential Facility costs, and ways to fund Facility development. As a result of this extensive evaluation Client desires to identify potential teams to design and build the proposed Facility. Client desires Consultant's assistance in developing and managing a RFQ/P process to solicit responses from qualified teams, as well as Consultant's assistance in evaluating and selecting a preferred delivery partner. For this engagement Consultant will subcontract with construction management firm, Gafcon to develop certain aspects of the RFQ/P and to assist in the technical evaluation of delivery team response packages.

II. SCOPE OF SERVICES

Consultant will assist Client in developing and managing a RFQ/P process to solicit responses from qualified teams, as well as assistance in evaluating and selecting a preferred delivery partner.

The major tasks to be performed by Consultant that will comprise this assignment are described as follows:

Task 1: RFQ Process

With Client's direction and input, Consultant will draft, release and manage a Request for Qualifications ("RFQ") process to solicit qualification packages from delivery teams for the construction and delivery of the Facility. Consultant will release the RFQ to a list of delivery teams that is mutually agreed upon by City staff and Consultant.

Once the responses to the RFQ are received, Consultant will evaluate up to ten qualification packages (unless otherwise modified as mutually agreed). Consultant will meet with Client to discuss and evaluate qualification packages, and assist in the identification of preferred delivery teams. Preferred teams will be invited to respond to a subsequent RFP.

Task 2: RFP

With Client's direction and input, Consultant will draft, release and manage a Request for Proposal ("RFP") process to solicit proposal packages from preferred delivery teams identified in Task 1. The RFP will request specific Facility delivery proposals from teams including preliminary program, design, and cost considerations.

Once the responses to the RFQ are received, Consultant will evaluate up to five qualification packages (unless otherwise modified as mutually agreed). Consultant will meet with Client to discuss and evaluate proposal packages, and assist in the identification of a preferred delivery team(s).

Consultant anticipates that this process will include in person interviews of delivery teams. As part of this task Consultant will coordinate and attend up to five meetings with delivery teams as part of the selection process.

Task 3: LOI

The preferred delivery team(s) will be asked to submit a Letter of Intent ("LOI") to serve as the foundation for further contractual negotiations required to effectuate the delivery of the Facility. This LOI will reflect information in the delivery team's RFQ and RFP, as well as feedback from Client provided at in-persons meetings and in response to the submittal packages. Consultant will assist Client in developing the LOI template, and coordinate desired responses.

Task 4: City Presentation

Consultant will be available to assist staff with a presentation to the City Council that will seek Council approval to authorize the City to select a preferred delivery team, and

pursue required negotiations with the preferred delivery team to facilitate the delivery of the Facility.

Task 5: As Needed Services

Consultant is available to provide additional as-needed real estate advisory services as desired by Client and mutually agreed upon by Consultant.

III. SCHEDULE AND REQUIRED DATA

Consultant is prepared to commence work upon receipt of executed Agreement. Consultant will work to have a RFQ package ready for distribution within four weeks of commencement of work.

IV. COMPENSATION

Compensation for Tasks 1 through 4 is estimated at $35,000 for professional services (hourly) fees at Consultant's billing rates as shown on Attachment A. Future increases in budget will require approval by Client in advance. Budget may be increased by Client at any time.

Consultant's attendance or participation at any ***publicly noticed*** *(e.g., City Council, Planning Commission, Public Agency Board, other)* meeting (other than as contemplated in Task 4) requested by Client is in addition to compensation for Tasks 1 through 4 and will be billed at the professional services (hourly) fees as shown on Attachment A.

Services will be invoiced monthly at Consultant's standard billing rates, as shown on Attachment A. In addition to professional services (hourly) fees, invoices will include reimbursement for out-of-pocket expenses such as travel and mileage (provided that there shall be no overnight travel without the Client's prior approval and that mileage shall be reimbursed at Kosmont's normal mileage reimbursement rate of 54 cents per mile), professional printing, conference calls, and delivery charges for messenger and overnight packages at actual cost. Unless otherwise agreed to in advance, out-of-area travel, if any, requires advance funding of flights and hotel accommodations.

Consultant will also include in each invoice an administrative services fee to cover in-house copy, fax, telephone and postage costs equal to four percent (4.0%) of Consultant's monthly professional service fees incurred. Any unpaid invoices after 30 days shall accrue interest at the rate of 10% per annum.

Consultant is prepared to commence work upon receipt of executed Agreement.

DISCLOSURE: Kosmont Transactions Services ("KTS") and Kosmont Realty Corporation ("KRC"): Compensation for possible future transaction-based services or brokerage services.

The following is being provided solely as an advance disclosure of possible real estate brokerage and finance services and potential compensation formats for such services. This disclosure is not intended to commit the Client.

When public agency assignments involve real estate/property brokerage or public financing transactions on behalf of the public agency, such transaction based services are typically provided by Kosmont Transactions Services ("KTS") or Kosmont Realty Corporation ("KRC").

KRC is currently registered with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board as a Municipal Advisor. KRC is licensed by the CA Bureau of Real Estate (License #01770428) and is certified as a Minority Business Enterprise (MBE). KRC is also registered as doing business as KTS.

KTS provides transactional Financial Advisory Services and compensation is typically for financial advisory/loan broker services. KRC provides Brokerage Services and compensation is typically for brokerage commissions such as property and lease transactions and/or success/broker fees. KRC also provides Broker Opinions of Value (BOV) services on a fixed fee basis.

V. OTHER PROVISIONS

A. Termination. Client or Consultant shall have the right to terminate this Agreement at any time upon written notification to the other party. Payment for fees accrued through the date of termination shall be remitted in full.

B. Arbitration. Any controversy or claim arising out of or in relation to this Agreement, or the making, performance, interpretation or breach thereof, shall be settled by arbitration at JAMS in Los Angeles, California. Each of the parties to such arbitration proceeding shall be entitled to take up to five depositions with document requests. The provisions of Section 1283.05 (except subdivision (e) thereof) of the California Code of Civil Procedure are incorporated by reference herein, except to the extent they conflict with this Agreement, in which case this Agreement is controlling. If the matter is heard by only one arbitrator, such arbitrator shall be a member of the State Bar of California or a retired judge. If the matter is heard by an arbitration panel, at least one member of such panel shall be a member of the State Bar of California or a retired judge. The arbitrator or arbitrators shall decide all questions of law, and all mixed questions of law and fact, in accordance with the substantive law of the State of California to the end that all rights and defenses which either party may have asserted in a court of competent jurisdiction shall be fully available to such party in the arbitration proceeding contemplated hereby. The arbitrator and arbitrators shall set forth and deliver their findings of fact and conclusions of law with the delivery of the arbitration award. Judgment upon the award rendered shall be final and non-appealable and may be entered in any court having jurisdiction.

C. Attorneys' Fees. In the event of any legal action, arbitration, or proceeding arising out of an alleged breach of this Agreement, the party prevailing in such legal action, arbitration, or proceeding shall be entitled to recover reasonable attorneys' fees, expenses and costs, as well as all actual attorneys' fees, expenses and cost incurred in enforcing any judgment entered.

D. Authority. Each of the parties executing this Agreement warrants that persons duly authorized to bind each such party to its terms execute this Agreement.

E. Further Actions. The parties agree to execute such additional documents and take such further actions as may be necessary to carry out the provisions and intent of this Agreement.

F. Assignment. Neither this Agreement nor any of the rights or obligations hereunder may be assigned by either party without the prior written consent of the other party.

G. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

H. Entire Agreement; Amendments and Waivers. This Agreement contains the entire agreement between the parties relating to the transactions contemplated hereby and any and all prior discussions, negotiations, commitments and understanding, whether written or oral, related hereto are superseded hereby. No addition or modification of any term or provision of this Agreement shall be effective unless set forth in writing signed by both parties. No waiver of any of the provisions of this Agreement shall be deemed to constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver of such provisions unless otherwise expressly provided. Each party to this Agreement has participated in its drafting and, therefore, ambiguities in this Agreement will not be construed against any party to this Agreement.

I. Severability. If any term or provision of this Agreement shall be deemed invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and in force to the fullest extent permitted by law.

J. Notices. All notices, requests, demands and other communications which may be required under this Agreement shall be in writing and shall be deemed to have been received when transmitted; if personally delivered, if transmitted by telecopier, electronic or digital transmission method, upon transmission; if sent by next day delivery to a domestic address by a recognized overnight delivery service (e.g., Federal Express), the day after it is sent; and if sent by certified or registered mail, return receipt requested, upon receipt. In each case, notice shall be sent to the principal place of business of the respective party. Either party may change its address by giving written notice thereof to the other in accordance with the provisions of this paragraph.

K. Titles and Captions. Titles and captions contained in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision herein.

L. Governing Law. The statutory, administrative and judicial law of the State of California (without reference to choice of law provisions of California law) shall govern the execution and performance of this Agreement.

M. Confidentiality. Each of the parties agrees not to disclose this Agreement or any information concerning this Agreement to any persons or entities, other than to their attorneys and accountants, or as otherwise may be required by law.

N. Counterparts. This Agreement may be executed in one or more counterparts, each of which constitutes an original, and all of which together constitute one and the same instrument. The signature of any person on a telecopy of this Agreement, or any notice, action or consent taken pursuant to this Agreement shall have the same full force and effect as such person's original signature.

O. Disclaimer. Consultant's financial analysis activities and work product, which may include but is not limited to pro forma analysis and tax projections, are projections only. Actual results may differ materially from those expressed in the analysis performed by Consultant due to the integrity of data received, market conditions, economic events and conditions, and a variety of factors that could materially affect the data and conclusions. Client's reliance on Consultant's analysis must consider the foregoing.

Consultant services outlined and described herein are advisory services only. Any decisions or actions taken or not taken by Client and affiliates, are deemed to be based on Client's understanding and by execution of this Agreement, acknowledgement that Consultant's services are advisory only and as such, cannot be relied on as to the results, performance and conclusions of any investment or project that Client may or may not undertake as related to the services provided including any verbal or written communications by and between the Client and Consultant.

Client acknowledges that Consultant's use of work product is limited to the purposes contemplated within this Agreement. Consultant makes no representation of the work product's application to, or suitability for use in, circumstances not contemplated by the scope of work under this Agreement.

P. Limitation of Damages. In the event Consultant is found liable for any violation of duty, whether in tort or in contract, damages shall be limited to the amount Consultant has received from Client.

Q. Expiration of Proposal for Services. If this Agreement is not fully executed by the parties within thirty (30) days from the date of this letter, this proposal shall expire.

R. Not an agreement for Legal Services or Legal Advice. This Agreement does not constitute an agreement for the performance of legal services or the provision of

legal advice, or legal opinion. Client should seek independent legal counsel on matters for which Client is seeking legal advice.

[signature page follows]

VI. ACCEPTANCE AND AUTHORIZATION

If this Agreement is acceptable to Client, please execute two copies of the Agreement and return both originals to Kosmont Companies. Upon receipt of both signed contracts, we will return one fully executed original for your files. Kosmont will commence work upon receipt of executed Agreement.

Read, understood, and agreed to this

____ Day of _____ 2016

City of Gardena

By: _____
(Signature)

Name:_____
(Print Name)

Its: _____
(Title)

Kosmont & Associates, Inc.
doing business as "Kosmont Companies"

By: _____
(Signature)

Name: Larry J. Kosmont, CRE®

Its: President & CEO

ATTACHMENT A

Kosmont Companies
2016 Public Agency Fee Schedule

Professional Services

President & CEO	$305.00/hour
Executive Vice President	$290.00/hour
Partner/Senior Vice President/Senior Consultant	$275.00/hour
Vice President/Associate	$195.00/hour
Project Analyst/Project Research	$165.00/hour
Assistant Project Analyst/Assistant Project Manager	$125.00/hour
GIS Mapping/Graphics Service	$ 95.00/hour
Clerical Support	$ 60.00/hour

- **Additional Expenses**

  In addition to professional services (labor fees):

  1) An **administrative fee** for in-house copy, fax, phone and postage costs will be charged, which will be computed at four percent (4.0 %) of monthly Kosmont Companies professional service fees incurred; **plus**
  2) **Out-of-pocket expenditures,** such as travel and mileage, professional printing, and delivery charges for messenger and overnight packages will be charged at cost.
  3) If Kosmont retains **Third Party Vendor(s)** for Client (with Client's advance approval), fees and cost will be billed to Client at 1.1X (times) fees and costs.
  4) Consultant's **attendance or participation at any public meeting** requested by Client will be billed at the professional services (hourly) fees as shown on this Attachment A.

- **Charges for Court/Deposition/Expert Witness-Related Appearances**

  Court-related (non-preparation) activities, such as court appearances, depositions, mediation, arbitration, dispute resolution and other expert witness activities, will be charged at a court rate of 1.5 times scheduled rates, with a 4-hour minimum.

Rates shall remain in effect until December 31, 2016.

CITY OF GARDENA
FIRST AMENDMENT TO CONSULTANT AGREEMENT
REGARDING SENIOR/COMMUNITY AND PUBLIC SAFETY FACILITY

This Amendment to Consultant Agreement ("First Amendment") is entered into this 8th day of March, 2016, by and between the City of Gardena, a municipal corporation ("City") and Kosmont & Associates, Inc. ("Consultant").

WHEREAS. City and Consultant entered into a Consultant Agreement dated December 9, 2014, ("Agreement") to obtain a needs assessment, concept design and evaluation of financing strategies for a public safety and community center.

WHEREAS, City and Consultant now desire to contract for real estate advisory services in connection with the procurement and management of a design build team to construct and deliver a new Senior/Community and Public Safety Facility.

NOW, THEREFORE, the parties agree as follows:

1. Consultant shall perform, as Additional Services under the Agreement, the advisory and management services set forth in the Proposal for Services re Senior/Community & Public Safety Facility RFQ/P dated February 19, 2016, attached hereto as Exhibit A;

2. Consultant shall be compensated at the rates and in accordance with the payment schedule set forth in Exhibit A.

3. Subject to the right of either party to terminate with or without cause as set forth in the Agreement, Consultant shall perform the services set forth in Exhibit A within the time set forth therein.

4. The rights and obligations of the parties with regard to the provision of these Additional Services shall be governed by the Agreement.

5. It is understood and agreed to by the parties that Roth Sheppard Architects, also a party to the Agreement, is not a party to this First Amendment, and has neither rights nor obligations arising from this amendment.

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

CITY OF GARDENA

MITCHELL LANSDELL, CITY MANAGER

APPROVED AS TO FORM:

Peter L. Wallin, City Attorney

KOSMONT & ASSOCIATES, INC.

By: LARRY KOSMONT, PRESIDENT

By: SUSAN PERRY, CORPORATE SECRETARY

Exhibit A

Proposal for Services re Senior/Community & Public Safety Facility RFQ/P

kosmont companies

February 19, 2016

Ed Medrano
Chief of Police
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

Re: Proposal for Services re Senior / Community & Public Safety Facility RFQ/P

Dear Mr. Medrano:

Kosmont & Associates, Inc. doing business as Kosmont Companies ("Consultant" or "Kosmont") is pleased to present this proposal for real estate advisory consulting services to the City of Gardena ("Client", "City") in connection with the drafting of a Request for Qualifications / Request for Proposals (RFQ/P) and assistance in managing the selection process ("Project") to identify a design build team to construct and deliver a new Senior / Community and Public Safety Facility ("Facility") at City Hall.

This proposal serves as an Agreement when executed and returned by Client to Kosmont.

I. BACKGROUND AND OBJECTIVE

Client recently completed an extensive process that resulted in / included the development of a conceptual Facility program, the identification of potential Facility delivery options and alternatives, an evaluation of potential Facility costs, and ways to fund Facility development. As a result of this extensive evaluation Client desires to identify potential teams to design and build the proposed Facility. Client desires Consultant's assistance in developing and managing a RFQ/P process to solicit responses from qualified teams, as well as Consultant's assistance in evaluating and selecting a preferred delivery partner. For this engagement Consultant will subcontract with construction management firm, Gafcon to develop certain aspects of the RFQ/P and to assist in the technical evaluation of delivery team response packages.

II. SCOPE OF SERVICES

Consultant will assist Client in developing and managing a RFQ/P process to solicit responses from qualified teams, as well as assistance in evaluating and selecting a preferred delivery partner.

The major tasks to be performed by Consultant that will comprise this assignment are described as follows:

Task 1: RFQ Process

With Client's direction and input, Consultant will draft, release and manage a Request for Qualifications ("RFQ") process to solicit qualification packages from delivery teams for the construction and delivery of the Facility. Consultant will release the RFQ to a list of delivery teams that is mutually agreed upon by City staff and Consultant.

Once the responses to the RFQ are received, Consultant will evaluate up to ten qualification packages (unless otherwise modified as mutually agreed). Consultant will meet with Client to discuss and evaluate qualification packages, and assist in the identification of preferred delivery teams. Preferred teams will be invited to respond to a subsequent RFP.

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With Client's direction and input, Consultant will draft, release and manage a Request for Proposal ("RFP") process to solicit proposal packages from preferred delivery teams identified in Task 1. The RFP will request specific Facility delivery proposals from teams including preliminary program, design, and cost considerations.

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The preferred delivery team(s) will be asked to submit a Letter of Intent ("LOI") to serve as the foundation for further contractual negotiations required to effectuate the delivery of the Facility. This LOI will reflect information in the delivery team's RFQ and RFP, as well as feedback from Client provided at in-persons meetings and in response to the submittal packages. Consultant will assist Client in developing the LOI template, and coordinate desired responses.

Task 4: City Presentation

Consultant will be available to assist staff with a presentation to the City Council that will seek Council approval to authorize the City to select a preferred delivery team, and

pursue required negotiations with the preferred delivery team to facilitate the delivery of the Facility.

Task 5: As Needed Services

Consultant is available to provide additional as-needed real estate advisory services as desired by Client and mutually agreed upon by Consultant.

III. SCHEDULE AND REQUIRED DATA

Consultant is prepared to commence work upon receipt of executed Agreement. Consultant will work to have a RFQ package ready for distribution within four weeks of commencement of work.

IV. COMPENSATION

Compensation for Tasks 1 through 4 is estimated at $35,000 for professional services (hourly) fees at Consultant's billing rates as shown on Attachment A. Future increases in budget will require approval by Client in advance. Budget may be increased by Client at any time.

Consultant's attendance or participation at any ***publicly noticed*** *(e.g., City Council, Planning Commission, Public Agency Board, other)* meeting (other than as contemplated in Task 4) requested by Client is in addition to compensation for Tasks 1 through 4 and will be billed at the professional services (hourly) fees as shown on Attachment A.

Services will be invoiced monthly at Consultant's standard billing rates, as shown on Attachment A. In addition to professional services (hourly) fees, invoices will include reimbursement for out-of-pocket expenses such as travel and mileage (provided that there shall be no overnight travel without the Client's prior approval and that mileage shall be reimbursed at Kosmont's normal mileage reimbursement rate of 54 cents per mile), professional printing, conference calls, and delivery charges for messenger and overnight packages at actual cost. Unless otherwise agreed to in advance, out-of-area travel, if any, requires advance funding of flights and hotel accommodations.

Consultant will also include in each invoice an administrative services fee to cover in-house copy, fax, telephone and postage costs equal to four percent (4.0%) of Consultant's monthly professional service fees incurred. Any unpaid invoices after 30 days shall accrue interest at the rate of 10% per annum.

Consultant is prepared to commence work upon receipt of executed Agreement.

DISCLOSURE: Kosmont Transactions Services ("KTS") and Kosmont Realty Corporation ("KRC"): Compensation for possible future transaction-based services or brokerage services.

The following is being provided solely as an advance disclosure of possible real estate brokerage and finance services and potential compensation formats for such services. This disclosure is not intended to commit the Client.

When public agency assignments involve real estate/property brokerage or public financing transactions on behalf of the public agency, such transaction based services are typically provided by Kosmont Transactions Services ("KTS") or Kosmont Realty Corporation ("KRC").

KRC is currently registered with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board as a Municipal Advisor. KRC is licensed by the CA Bureau of Real Estate (License #01770428) and is certified as a Minority Business Enterprise (MBE). KRC is also registered as doing business as KTS.

KTS provides transactional Financial Advisory Services and compensation is typically for financial advisory/loan broker services. KRC provides Brokerage Services and compensation is typically for brokerage commissions such as property and lease transactions and/or success/broker fees. KRC also provides Broker Opinions of Value (BOV) services on a fixed fee basis.

V. OTHER PROVISIONS

A. Termination. Client or Consultant shall have the right to terminate this Agreement at any time upon written notification to the other party. Payment for fees accrued through the date of termination shall be remitted in full.

B. Arbitration. Any controversy or claim arising out of or in relation to this Agreement, or the making, performance, interpretation or breach thereof, shall be settled by arbitration at JAMS in Los Angeles, California. Each of the parties to such arbitration proceeding shall be entitled to take up to five depositions with document requests. The provisions of Section 1283.05 (except subdivision (e) thereof) of the California Code of Civil Procedure are incorporated by reference herein, except to the extent they conflict with this Agreement, in which case this Agreement is controlling. If the matter is heard by only one arbitrator, such arbitrator shall be a member of the State Bar of California or a retired judge. If the matter is heard by an arbitration panel, at least one member of such panel shall be a member of the State Bar of California or a retired judge. The arbitrator or arbitrators shall decide all questions of law, and all mixed questions of law and fact, in accordance with the substantive law of the State of California to the end that all rights and defenses which either party may have asserted in a court of competent jurisdiction shall be fully available to such party in the arbitration proceeding contemplated hereby. The arbitrator and arbitrators shall set forth and deliver their findings of fact and conclusions of law with the delivery of the arbitration award. Judgment upon the award rendered shall be final and non-appealable and may be entered in any court having jurisdiction.

C. Attorneys' Fees. In the event of any legal action, arbitration, or proceeding arising out of an alleged breach of this Agreement, the party prevailing in such legal action, arbitration, or proceeding shall be entitled to recover reasonable attorneys' fees, expenses and costs, as well as all actual attorneys' fees, expenses and cost incurred in enforcing any judgment entered.

D. Authority. Each of the parties executing this Agreement warrants that persons duly authorized to bind each such party to its terms execute this Agreement.

E. Further Actions. The parties agree to execute such additional documents and take such further actions as may be necessary to carry out the provisions and intent of this Agreement.

F. Assignment. Neither this Agreement nor any of the rights or obligations hereunder may be assigned by either party without the prior written consent of the other party.

G. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

H. Entire Agreement; Amendments and Waivers. This Agreement contains the entire agreement between the parties relating to the transactions contemplated hereby and any and all prior discussions, negotiations, commitments and understanding, whether written or oral, related hereto are superseded hereby. No addition or modification of any term or provision of this Agreement shall be effective unless set forth in writing signed by both parties. No waiver of any of the provisions of this Agreement shall be deemed to constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver of such provisions unless otherwise expressly provided. Each party to this Agreement has participated in its drafting and, therefore, ambiguities in this Agreement will not be construed against any party to this Agreement.

I. Severability. If any term or provision of this Agreement shall be deemed invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and in force to the fullest extent permitted by law.

J. Notices. All notices, requests, demands and other communications which may be required under this Agreement shall be in writing and shall be deemed to have been received when transmitted; if personally delivered, if transmitted by telecopier, electronic or digital transmission method, upon transmission; if sent by next day delivery to a domestic address by a recognized overnight delivery service (e.g., Federal Express), the day after it is sent; and if sent by certified or registered mail, return receipt requested, upon receipt. In each case, notice shall be sent to the principal place of business of the respective party. Either party may change its address by giving written notice thereof to the other in accordance with the provisions of this paragraph.

K. Titles and Captions. Titles and captions contained in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision herein.

L. Governing Law. The statutory, administrative and judicial law of the State of California (without reference to choice of law provisions of California law) shall govern the execution and performance of this Agreement.

M. Confidentiality. Each of the parties agrees not to disclose this Agreement or any information concerning this Agreement to any persons or entities, other than to their attorneys and accountants, or as otherwise may be required by law.

N. Counterparts. This Agreement may be executed in one or more counterparts, each of which constitutes an original, and all of which together constitute one and the same instrument. The signature of any person on a telecopy of this Agreement, or any notice, action or consent taken pursuant to this Agreement shall have the same full force and effect as such person's original signature.

O. Disclaimer. Consultant's financial analysis activities and work product, which may include but is not limited to pro forma analysis and tax projections, are projections only. Actual results may differ materially from those expressed in the analysis performed by Consultant due to the integrity of data received, market conditions, economic events and conditions, and a variety of factors that could materially affect the data and conclusions. Client's reliance on Consultant's analysis must consider the foregoing.

Consultant services outlined and described herein are advisory services only. Any decisions or actions taken or not taken by Client and affiliates, are deemed to be based on Client's understanding and by execution of this Agreement, acknowledgement that Consultant's services are advisory only and as such, cannot be relied on as to the results, performance and conclusions of any investment or project that Client may or may not undertake as related to the services provided including any verbal or written communications by and between the Client and Consultant.

Client acknowledges that Consultant's use of work product is limited to the purposes contemplated within this Agreement. Consultant makes no representation of the work product's application to, or suitability for use in, circumstances not contemplated by the scope of work under this Agreement.

P. Limitation of Damages. In the event Consultant is found liable for any violation of duty, whether in tort or in contract, damages shall be limited to the amount Consultant has received from Client.

Q. Expiration of Proposal for Services. If this Agreement is not fully executed by the parties within thirty (30) days from the date of this letter, this proposal shall expire.

R. Not an agreement for Legal Services or Legal Advice. This Agreement does not constitute an agreement for the performance of legal services or the provision of

legal advice, or legal opinion. Client should seek independent legal counsel on matters for which Client is seeking legal advice.

[signature page follows]

VI. ACCEPTANCE AND AUTHORIZATION

If this Agreement is acceptable to Client, please execute two copies of the Agreement and return both originals to Kosmont Companies. Upon receipt of both signed contracts, we will return one fully executed original for your files. Kosmont will commence work upon receipt of executed Agreement.

Read, understood, and agreed to this

____ Day of _____ 2016

City of Gardena

By: _____
(Signature)

Name:_____
(Print Name)

Its: _____
(Title)

Kosmont & Associates, Inc.
doing business as "Kosmont Companies"

By: _____
(Signature)

Name: Larry J. Kosmont, CRE®

Its: President & CEO

ATTACHMENT A

Kosmont Companies
2016 Public Agency Fee Schedule

Professional Services

President & CEO	$305.00/hour
Executive Vice President	$290.00/hour
Partner/Senior Vice President/Senior Consultant	$275.00/hour
Vice President/Associate	$195.00/hour
Project Analyst/Project Research	$165.00/hour
Assistant Project Analyst/Assistant Project Manager	$125.00/hour
GIS Mapping/Graphics Service	$ 95.00/hour
Clerical Support	$ 60.00/hour

- **Additional Expenses**

  In addition to professional services (labor fees):

  1) An **administrative fee** for in-house copy, fax, phone and postage costs will be charged, which will be computed at four percent (4.0 %) of monthly Kosmont Companies professional service fees incurred; **plus**
  2) **Out-of-pocket expenditures,** such as travel and mileage, professional printing, and delivery charges for messenger and overnight packages will be charged at cost.
  3) If Kosmont retains **Third Party Vendor(s)** for Client (with Client's advance approval), fees and cost will be billed to Client at 1.1X (times) fees and costs.
  4) Consultant's **attendance or participation at any public meeting** requested by Client will be billed at the professional services (hourly) fees as shown on this Attachment A.

- **Charges for Court/Deposition/Expert Witness-Related Appearances**

  Court-related (non-preparation) activities, such as court appearances, depositions, mediation, arbitration, dispute resolution and other expert witness activities, will be charged at a court rate of 1.5 times scheduled rates, with a 4-hour minimum.

Rates shall remain in effect until December 31, 2016.

City of Gardena
City Council Meeting

Agenda Item No. 8. A. (5)
Department: ELECTED and ADMINISTRATIVE OFFICES
Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA TITLE: EXTENSION OF EXCLUSIVE FRANCHISE AGREEMENT WITH JABI ENTERPRISES INC., DBA HISHAM'S TOWING, FOR CITY-RELATED TOWING SERVICES, JULY 1, 2016, TO JUNE 30, 2019

COUNCIL ACTION REQUIRED:	Action Taken
Approve the Extension of the Exclusive Franchise Towing Services Agreement	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council approve the extension of the exclusive franchise for City-related towing services with Jabi Enterprises Inc., dba Hisham's Towing, for the three (3) year period, July 1, 2016, to June 30, 2019.

On February 25, 2013, Staff released a Request for Proposal (RFP) for the Franchise for City-related towing services. The bid process was structured to identify and award the City towing franchise to a single vendor with facilities and equipment based in the City.

In response to the RFP, the City received three (3) bids. The bid proposals were evaluated against the following requirements of the franchise:
FACILITIES and TOWING VEHICLE REQUIREMENTS:

- The successful bidder shall:
  - Maintain both its business office and storage facilities within the corporate limits of the City of Gardena. This requirement shall be supplemented with proof of possessing a business license in 2012 and 2013 to provide towing and storage of vehicles.
  - Maintain no less than 100 vehicle parking spaces for City-related storage needs and an enclosed storage area with access restricted to the Chief of Police or designee to accommodate five (5) vehicles held as evidence.
  - Own or lease a minimum of five (5) towing vehicles with a minimum gross vehicle rating of 16,000 pounds dedicated to City towing needs, two (2) of which must be flat beds. In addition, the bidder must own or lease one (1) three-axle heavy-duty tow truck with a 25-ton recovery boom.
- Vehicles stored as evidence in enclosed garage facilities shall be systematically spaced on a flat surface to provide 360 degree access and sufficient spacing to facilitate inspecting without touching or moving the vehicle.

Based upon their meeting all of the needed requirements, the exclusive Franchise was awarded to Hisham's Towing on May 14, 2013; for the period July 1, 2013, through June 30, 2016.

Pursuant to the terms and conditions of the Agreement, the City has now received a formal written request from Khaled H. Jabi, President of Hisham's Towing, seeking an extension of the Franchise Agreement for July 1, 2016, to June 30, 2019. .

As the company continues to provide excellent service to the City, it is therefore recommended that the Exclusive Franchise Agreement with Jabi Enterprises, Inc. dba Hisham's Towing for City-related Services be extended, pursuant to the terms of the current agreement, for a period of three (3) years: July 1, 2016, to June 30, 2019.

FINANCIAL IMPACT/COST:

Anticipated Revenue: Approximately $200,000 Annually to the General Fund, consisting of:
$52,644 Annual Franchise Fees, plus $147,356 in Administrative Fees and Vehicle Lien Sales

ATTACHMENT: Letter from Jabi Enterprises, Inc.

Submitted by Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager Dated: 03/02/2016**

JABI ENTERPRISES, INC.
HISHAM'S TOWING

January 28th, 2016

Mr. Mitchell Lansdell
City Of Gardena
1700 W.162ND Street
Gardena, CA. 90247-2778

Dear Mr. Lansdell,

I, Khaled H. Jabi, President of Hisham's Towing/ Towing Franchise for City of Gardena as per section 2. Term/ Termination/ Breach (B), do hereby formally request an extension of our Franchise rights in and for the City of Gardena to June 30th, 2019 under the terms and conditions of the contract executed in 2013.

Please rest assure that we will continue to provide our City of GARDENA excellent service.

Until we hear from you, I remain,

At Your Service,

Khaled H.Jabi
President

Cc: Hisham A. Jabi/ Vice President

KHJ/ss

14201 S. Halldale Avenue • Gardena, California 90249
(310) 323-8436 • Fax (310) 323-5966

City of Gardena
City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8. B. (1)

Department: POLICE, STREETS, & DEVELOPMENT SVCS.

Meeting Date: 03/08/2016

Resolution No: 6217

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***RESOLUTION NO. 6217, INSTRUCTING THE DIRECTOR OF POLICE, STREETS, AND DEVELOPMENT SERVICES TO ORDER THE CITY ENGINEER TO PREPARE AND FILE A REPORT FOR THE CITY OF GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT IN ACCORDANCE WITH ARTICLE 4, CHAPTER 1, PART 2, OF THE STREETS AND HIGHWAYS CODE "LANDSCAPING AND LIGHTING ACT OF 1972," FOR THE FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017***

COUNCIL ACTION REQUIRED:	**Action Taken**
Adopt Resolution No. 6217	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council adopt Resolution No. 6217, instructing the Director of Police, Streets, & Development Services to order the City Engineer to prepare and file a report for the maintenance of landscaping improvements and appurtenant facilities within the median islands on Artesia Boulevard between Western Avenue and Normandie Avenue for the fiscal year 2016-2017.

This Resolution is in accordance with the Streets and Highways Code of the State of California, Landscaping and Lighting Act of 1972. It is the first step of the annual renewal of the City of Gardena Artesia Boulevard Landscaping Assessment District.

FINANCIAL IMPACT/COST:

Budget Amount: N/A
Funding Source: Assessment District
Anticipated Revenue: N/A

ATTACHMENTS:

Resolution No. 6217, Vicinity Map

Submitted by: _____, **Edward Medrano, Director Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: _____, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

RESOLUTION NO. 6217

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, INSTRUCTING THE DIRECTOR OF POLICE, STREETS, & DEVELOPMENT SERVICES TO ORDER THE CITY ENGINEER TO PREPARE AND FILE A REPORT FOR THE CITY OF GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT IN ACCORDANCE WITH ARTICLE 4, CHAPTER 1, PART 2, OF THE STREETS AND HIGHWAYS CODE "LANDSCAPING AND LIGHTING ACT OF 1972," FOR THE FISCAL YEAR COMMENCING JULY 1ST, 2016 AND ENDING JUNE 30TH, 2017.

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

WHEREAS, assessments are to be levied and collected within the Artesia Boulevard Landscaping Assessment District for the 2016-2017 fiscal year; and

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

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

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

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

SECTION 2. That a certified copy of this resolution be presented to said Director of Police, Streets & Development Services for his information and guidance.

SECTION 3. That this resolution shall take effect immediately.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this resolution; shall cause the original of same to be entered in the book of resolutions of said City of Gardena, and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting of which the same is passed and adopted.

Passed, approved and adopted this_____ day of _____2016.

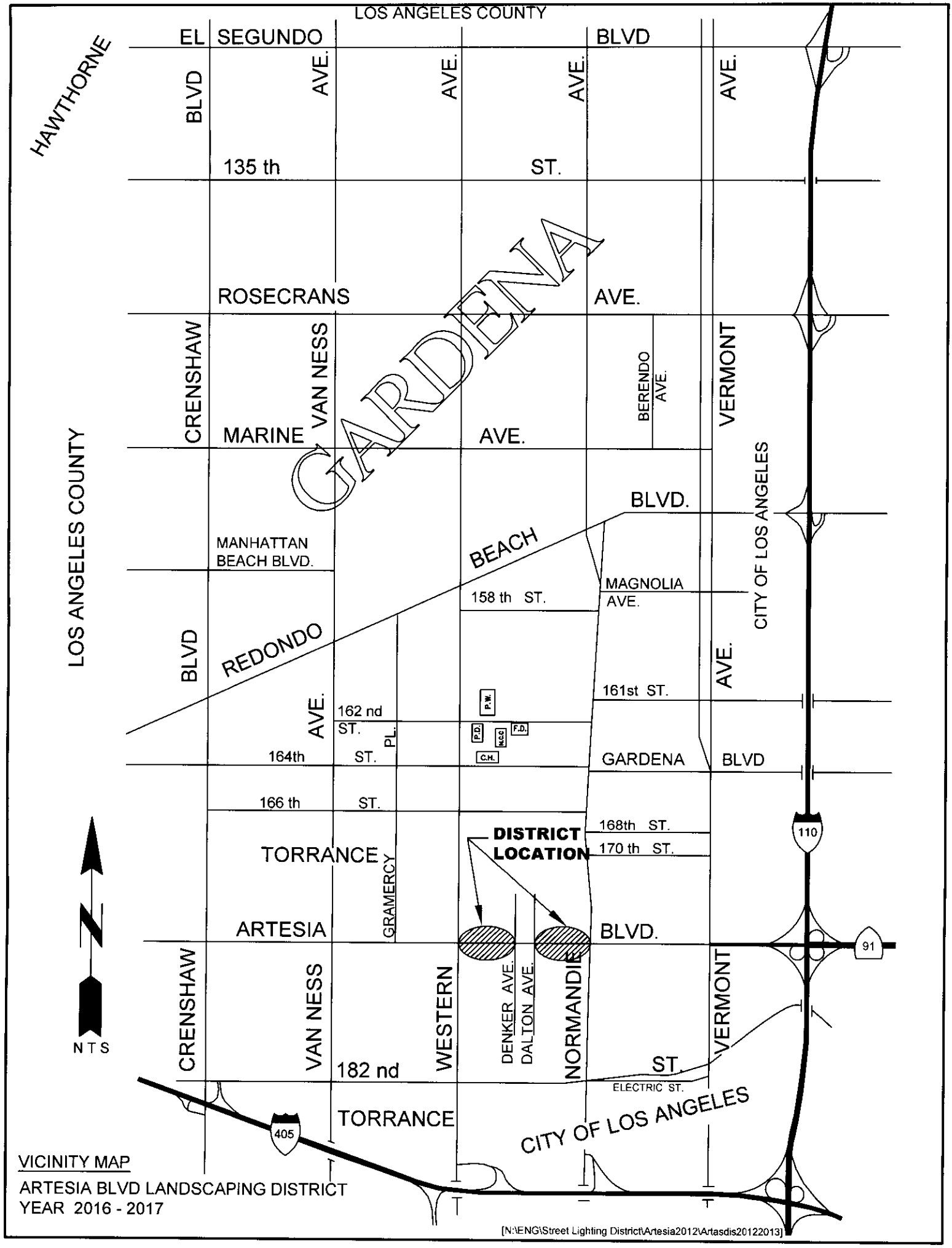
_____
PAUL K. TANAKA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
PETER L. WALLIN, City Attorney



VICINITY MAP

ARTESIA BLVD LANDSCAPING DISTRICT
YEAR 2016 - 2017

[N:\ENG\Street Lighting District\Artesia2012\Artasdis20122013]

City of Gardena
City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8. B. (2)

Department: POLICE, STREETS, & DEVELOPMENT SVCS.

Meeting Date: 03/08/2016

Resolution No: 6218

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***RESOLUTION NO. 6218, INSTRUCTING THE DIRECTOR OF POLICE, STREETS, AND DEVELOPMENT SERVICES TO ORDER THE CITY ENGINEER TO PREPARE AND FILE A REPORT FOR THE CITY OF GARDENA CONSOLIDATED STREET LIGHTING DISTRICT IN ACCORDANCE WITH ARTICLE 4, CHAPTER 1, PART 2, OF THE STREETS AND HIGHWAYS CODE "LANDSCAPING AND LIGHTING ACT OF 1972," FOR THE FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017***

COUNCIL ACTION REQUIRED:	**Action Taken**
Adopt Resolution No. 6218	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council adopt Resolution No. 6218, instructing the Director of Police, Streets, and Development Services to order the City Engineer to prepare and file a report for the maintenance of citywide street lighting for the fiscal year 2016-2017.

This Resolution is in accordance with the Streets and Highways Code of the State of California, Landscaping and Lighting Act of 1972. It is the first step of the annual renewal of the City of Gardena Consolidated Lighting District.

FINANCIAL IMPACT/COST:

Budget Amount: —
Funding Source: Assessment District
Anticipated Revenue:

ATTACHMENTS:

Resolution No. 6218, Vicinity Map

Submitted by: Edward Medrano, **Edward Medrano, Director Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

RESOLUTION NO. 6218

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, INSTRUCTING THE DIRECTOR OF POLICE, STREETS, & DEVELOPMENT SERVICES TO ORDER THE CITY ENGINEER TO PREPARE AND FILE A REPORT FOR THE CITY OF GARDENA CONSOLIDATED STREET LIGHTING DISTRICT IN ACCORDANCE WITH ARTICLE 4, CHAPTER 1, PART 2, OF THE STREETS AND HIGHWAYS CODE "LANDSCAPING AND LIGHTING ACT OF 1972," FOR THE FISCAL YEAR COMMENCING JULY 1ST, 2016 AND ENDING JUNE 30TH, 2017.

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

WHEREAS, assessments are to be levied and collected within the Gardena Consolidated Street Lighting Assessment District for the 2016-2017 fiscal year; and

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

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

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

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

SECTION 2. That a certified copy of this resolution be presented to said Director of Police, Streets & Development Services for his information and guidance.

SECTION 3. That this resolution shall take effect immediately.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this resolution; shall cause the original of same to be entered in the book of resolutions of said City of Gardena, and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting of which the same is passed and adopted.

Passed, approved and adopted this_____ day of _____2016.

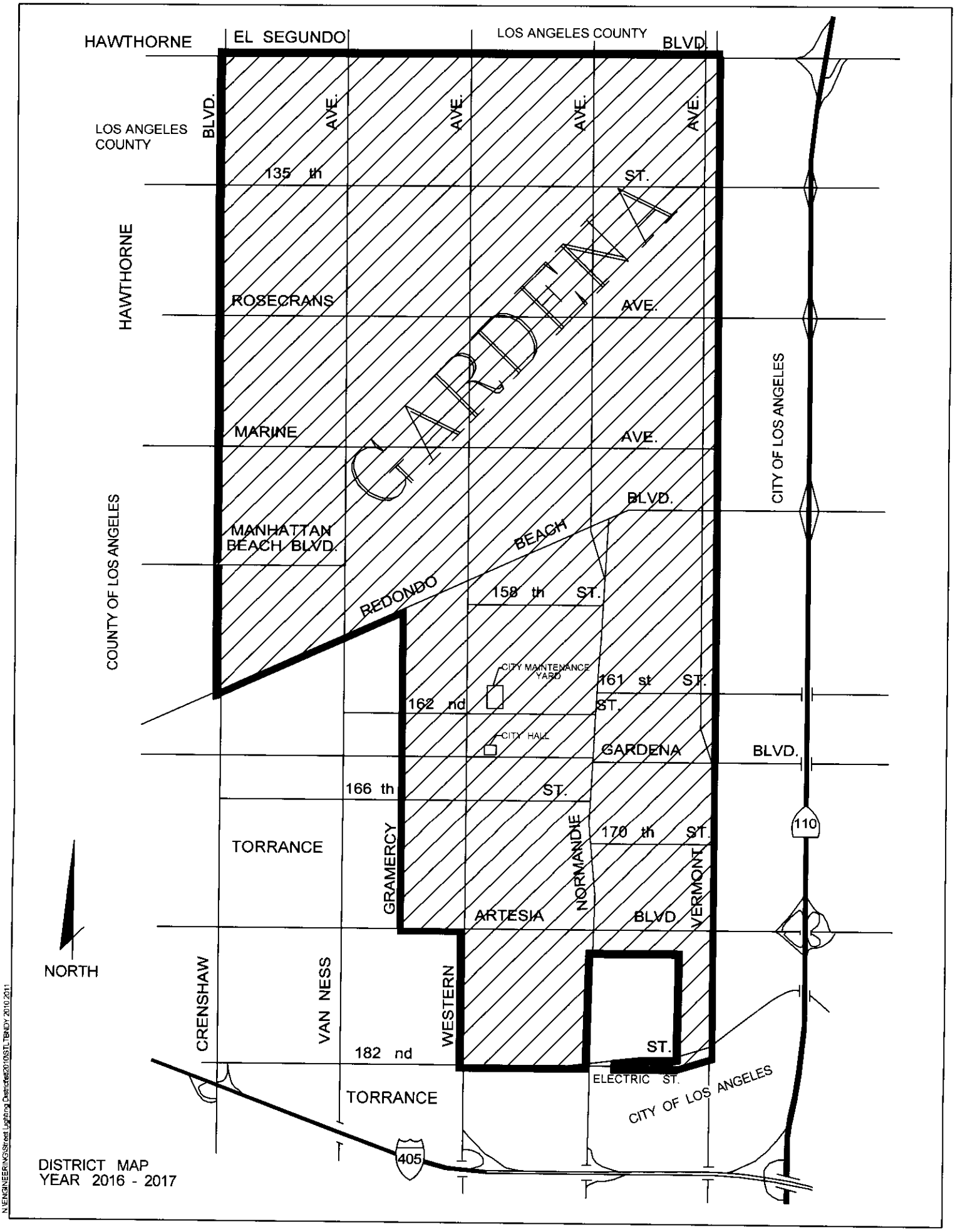
_____
PAUL K. TANAKA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
PETER L. WALLIN, City Attorney



DISTRICT MAP
YEAR 2016 - 2017

N:\ENGINEERING\Street Lighting Districts\2010\ST_TBNDY 2010 2011

City of Gardena
City Council Meeting

Agenda Item No. 8. B. (3)

Department: POLICE, STREETS, & DEVELOPMENT SVCS.

AGENDA REPORT SUMMARY

Meeting Date: 03/08/2016

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***APPROVAL OF THE PROFESSIONAL SERVICES AGREEMENT WITH UNIPLAN ENGINEERING, INC. FOR DESIGN, CONSTRUCTION MANAGEMENT, AND INSPECTION SERVICES FOR A) LOCAL STREETS OVERLAY 2016, JN 897; B) SEWER REHABILITATION 2016, JN 895, IN THE AMOUNT OF $176,090.00***

COUNCIL ACTION REQUIRED:	Action Taken
Approve Professional Services Agreements	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council approve an agreement between the City of Gardena and Uniplan Engineering, Inc., 500 Carson Plaza Drive, Suite 202, Carson, CA 90746, in the amount of $176,090.00.

The design, management, and inspection of these projects will include installation of curb ramps and overlay of approximately 1,300,000 S.F. of pavement with asphalt rubber hot mix to repair deteriorated streets. It also includes design management and inspection to clean and video all 88 miles of the City sewer system. They will design, manage, and inspect to ensure all work is done per the plans and specifications.

Uniplan Engineering, Inc. has provided design services to the City for past improvement projects through competitive bidding and has performed well in all duties and responsibilities. Uniplan Engineering, Inc. is a Civil Engineering Design and Construction Management firm with over twenty-five years of experience. They will be required to meet all insurance requirements.

Uniplan Engineering, Inc. will augment the capacity of the Public Works Engineering Division of the Police, Streets, and Development Services Department. They will be responsible for the design, construction management, and inspection of these projects.

The total cost is $ 176,090.00, which will be charged against the project's budget.

FINANCIAL IMPACT/COST:

Budget Amount: $176,090 for design, construction management and inspection services
Funding Source: Gas Tax and Sewer Funds
Anticipated Revenue: $2,300,000

ATTACHMENTS:

Consultant Agreement
Consultant Proposal

Submitted by: Edward Medrano, **Edward Medrano, Director, Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

CITY OF GARDENA
CONSULTANT AGREEMENT

This Agreement is entered into this _____ day of _____, 2016 by and between the City of Gardena, a municipal corporation ("City") and Uniplan Engineering, Inc. a ("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. City is desirous of obtaining services necessary to perform Design and Construction Management and Inspection (CMI) services for:

      1. Local Streets Overlay 2016, JN 897

   B. Consultant is qualified by virtue of experience, training, education and expertise to accomplish these services.

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

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 in payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in 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. 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 Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works 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 Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works 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 Eighty Six Thousand Eight Hundred Ninety dollars and 00/00 ($86,890.00) 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. In order 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 thirty (30) 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 of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

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

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

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

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

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

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

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

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

4. Worker's Compensation and 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.

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

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

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

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

premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

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

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

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

14. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

15. **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.

16. **INDEPENDENT CONTRACTOR.** Consultant is and shall at all times remain as to City a wholly independent contractor and shall not obtain rights to any benefits which accrue to City employees. Neither City nor its officers, employees or agents shall have control over the conduct of Consultant or any of its officers, employees or agents, except as expressly set forth herein. Consultant shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of City.

17. **COMPLIANCE WITH LAWS.** Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state, and local government.

18. **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.

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

20. **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.

21. **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.

22. **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.

23. **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: Jun De Castro Associate Engineer

To Consultant: Uniplan Engineering, Inc.
550 E. Carson Plaza Dr., Suite 116
Carson, CA 90746
Attn: William Mendoza
Project Manager

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.

24. **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.

25. **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.

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

27. **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.

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

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

30. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

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

32. **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.

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

34. **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.

35. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

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

CITY OF GARDENA

_____

Mitchell Lansdell, City Manager

ATTEST:

_____

City Clerk

APPROVED AS TO FORM:

_____

City Attorney

CONSULTANT:

_____

Uniplan Engineering, Inc.

_____

UNIPLAN ENGINEERING, INC.
Designing For A Better World

550 E. Carson Plaza Drive, Suite 116
Carson, California 90746
T 310.523.3993 F 310.523.3994
www.uniplan-engineering.com

January 27, 2016

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Attention: **Jun De Castro**

Subject: **Fee Proposal for Professional Engineering Design and Construction Management & Inspection for Local Street Improvement 2016 Various Locations (JN 897).**

Dear Mr. De Castro,

Uniplan Engineering, Inc. is pleased to submit our Fee Proposal for the above-referenced project. Below is the Scope of Work and the corresponding Fees for the project:

Scope of Work and the Corresponding Fees:

I. Topographic Survey and Street Monuments:

A. Field Survey and Cultures, identify and locate Street Monuments and utilities affected		$ 21,000.00
B. CAD Mapping / Base Plans		$ 4,400.00
	Sub-Total	$ 25,400.00

II. Street Corridor Improvements:

A. Street design improvements including removal/replacement of curb ramps to meet ADA requirements, pavement coldmill and resurfacing and if necessary R & R AC pavement and other associated work to complete the project.		$ 19,610.00
B. Traffic Striping and Signing Plans and Details		$ 11,530.00
C. Engineer's Estimates and Specifications		$ 2,740.00
D. Project Coordination and Meetings		$ 1,380.00
	Sub-Total	$ 35,260.00

UNIPLAN ENGINEERING, INC.
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Carson, California 90746
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www.uniplan-engineering.com

III. Construction Management and Inspection Services:

Lump Sum Sub-Total	$ 26,230.00
Grand Total	**$ 86,890.00**
Lump Sum Fee	**$ 86,890.00**

All incidental blueprinting, photocopying and miscellaneous fees/expenses are included in this proposal under Lump Sum Fee.

This proposal is valid for ninety (90) days.

Upon receipt of the approved contract and Notice To Proceed, UNIPLAN will start the work immediately and finish the project at a time and manner according to the City's project schedule and approved budget.

Thank you for inviting UNIPLAN to submit our proposal.

Sincerely,

William E. Mendoza, P.E.
Project Manager

CITY OF GARDENA
CONSULTANT AGREEMENT

This Agreement is entered into this _____ day of _____, 2016 by and between the City of Gardena, a municipal corporation ("City") and Uniplan Engineering, Inc. a ("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. City is desirous of obtaining services necessary to perform Design and Construction Management and Inspection (CMI) services for:

      1. Sewer Rehabilitation 2016, JN 895

   B. Consultant is qualified by virtue of experience, training, education and expertise to accomplish these services.

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

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 in payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in 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. 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 Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works 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 Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works 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.

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    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 Eighty Nine Thousand Two Hundred dollars and 00/00 ($89,200.00) 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. In order 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 thirty (30) 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.

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

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

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

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21. **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.

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Gardena, California 90247
Attn: Jun De Castro
Associate Engineer

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550 E. Carson Plaza Dr., Suite 116
Carson, CA 90746
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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.

24. **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.

25. **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.

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

27. **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.

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

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

30. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

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

32. **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.

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

34. **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.

35. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

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

CITY OF GARDENA

_____

Mitchell Lansdell, City Manager

ATTEST:

_____

City Clerk

APPROVED AS TO FORM:

_____

City Attorney

CONSULTANT:

_____

Uniplan Engineering, Inc.

_____

UNIPLAN ENGINEERING, INC.
Designing For A Better World

550 E. Carson Plaza Drive, Suite 116
Carson, California 90746
T 310.523.3993 F 310.523.3994
www.uniplan-engineering.com

February 18, 2016

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247

Attention: **Jun De Castro**

Subject: **Fee Proposal for Professional Engineering Design, Construction Management, and Inspection of Sewer Rehabilitation 2016 Various Location (JN 895).**

Dear Mr. De Castro,

Uniplan Engineering, Inc. is pleased to submit our Fee Proposal for the above-referenced projects. Below is the Scope of Work and the corresponding Fees:

Scope of Work and the Corresponding Fees:

I. Engineering Design:

A) Provide Engineer's Estimates, Plans, and Specifications for sewer video and cleaning project.		$ 2,750.00
B) Project Coordination and Meetings.		$ 1,500.00
	Sub-Total	$ 4,250.00

II. Construction Management and Inspection of City sewer project:

A) Conduct inspection of Contractor's field work for sewer video and cleaning of approximately 465,000 linear feet of sewer line. This includes ensuring traffic control requirements are followed at all times, providing pictures, daily and weekly inspection reports, and ensuring submitted invoices from the contractor is consistent with the actual accomplishment in the field.	$57,525.00
B) Ensure proper conditions of prepared sewer lines prior to sewer video recording (Cleanliness, Height of Sewage, Video Quality) and that all methods are compliant with the plans and specifications. Reschedule video investigation if necessary due to peak sewer demand to a later date and time or reschedule to a night shift.	$5,525.00

UNIPLAN ENGINEERING, INC.
Designing For A Better World

550 E. Carson Plaza Drive, Suite 116
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www.uniplan-engineering.com

C) Inspect installation of water level monitoring and alarm system on 30 manholes. Ensure installation is compliant with the specifications and ensure traffic control requirements are followed at all times. $4,200.00

D) Conduct sewer video review of each video submitted by the contractor and ensure the video is compliant with the plans and specifications. Each video consists of one (1) pipe ID, approximately 1,791 pipe ID's are involved in this project. Evaluate each pipe ID report from the contractor. Provide damaged pipe repair recommendations and list of pipes that need immediate attention. Compile all approved sewer video involved with this project onto an external hard drive and submit with all other turn over documents to the City at projects completion. $ 17,700.00

Sub-Total	$ 84,950.00
Grand Total	**$ 89,200.00**
Lump Sum Fee	**$ 89,200.00**

The above scope of work and fee is in consideration that the City will provide 100 working days for the winning Contractor.

This proposal is valid for ninety (90) days.

Upon receipt of the approved contract and Notice To Proceed, UNIPLAN will start the work immediately and finish the projects in a timely manner according to your project schedule and approved budget.

Thank you for inviting UNIPLAN to submit our proposal.

Sincerely,

William E. Mendoza, P.E.
Project Manager

City of Gardena
City Council Meeting

Agenda Item No. 8. B. (4)

Department: POLICE, STREETS & DEVELOPMENT SVCS.

Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***AWARD CONTRACT***
A) PEDESTRIAN SAFETY IMPROVEMENT 2016, VARIOUS LOCATIONS, JN 894
B) SIDEWALK REPLACEMENT 2016, VARIOUS LOCATIONS, JN 898
RUIZ CONCRETE AND PAVING, INC. IN THE AMOUNT OF $269,105.54

COUNCIL ACTION REQUIRED:	Action Taken
Award Contract	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council:

1) Award the contract for A) Pedestrian Safety Improvement 2016, Various Locations, JN 894 and B) Sidewalk Replacement 2016, Various Locations, JN 898 to Ruiz Concrete and Paving, Inc., 1344 Temple Ave., Long Beach, CA 90804 in the amount of $269,105.54.

2) Approve expenditure of remaining budget as needed.

The following bids were received on February 23, 2016:

1.	Ruiz Concrete and Paving, Inc., Long Beach	$269,105.54
2.	Pub Construction Co., Diamond Bar	$304,486.00
3.	Vido Samarzich, Inc., Alta Loma	$313,659.00
4.	FS Contractors, Inc., Sylmar	$320,664.00
5.	CT&T Concrete and Paving, Diamond Bar	$354,427.00
6.	CJ Concrete Construction, Santa Fe Springs	$367,261.00
7.	Martinez Concrete Inc., Azusa	$448,804.80
8.	Nobest, Inc., Westminster	$524,978.00

The apparent low bidder, Ruiz Concrete and Paving, Inc. is a state licensed contractor with verified successful construction experience in this field. They will be required to meet all bonding and financial standards.

This project will remove and replace approximately 7500 S.F. of sidewalk, 600 L.F. of curb/gutter, and 54 street trees. It will also install 48 new curb ramps in accordance with the American with Disabilities Act (ADA).

Sufficient funds to complete this project were appropriated by the City Council in the 2015-2016 Capital Improvement Budget using Measure "R" Local Funds and SB 821 Funds.

FINANCIAL IMPACT/COST:

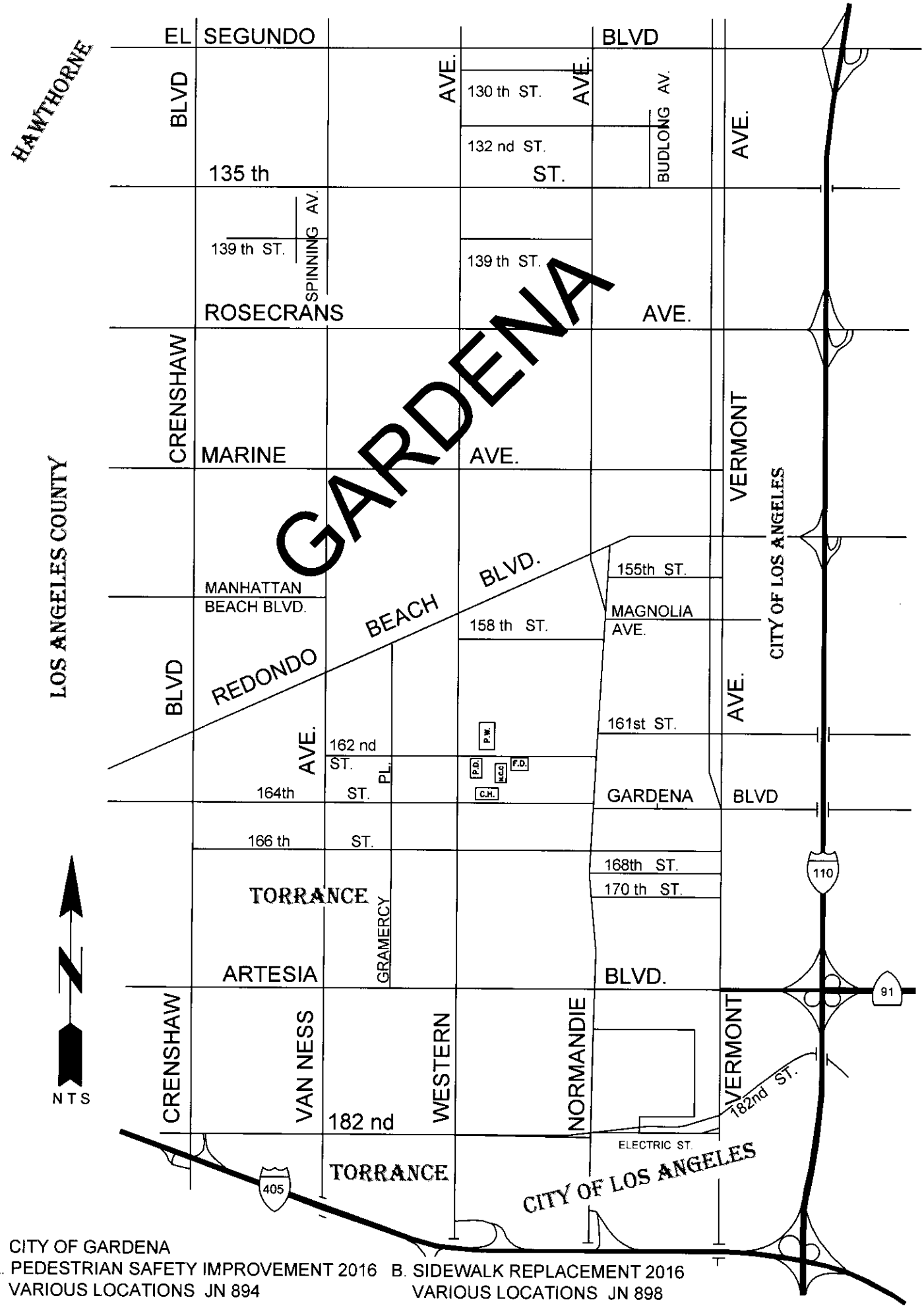
Budget Amount: $389,316 (Construction, Inspections and Engineering)
Funding Source: Measure "R" Funds and SB 821 Funds
Anticipated Revenue: $350,000 (Measure "R") + $39,316 (SB 821)

ATTACHMENTS:

Project Location Map

Submitted by: Edward Medrano, **Edward Medrano, Director, Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16



CITY OF GARDENA
A. PEDESTRIAN SAFETY IMPROVEMENT 2016
VARIOUS LOCATIONS JN 894

B. SIDEWALK REPLACEMENT 2016
VARIOUS LOCATIONS JN 898

N:\ENGINEERING\CIP\STREETS\JN894

City of Gardena
City Council Meeting

Agenda Item No. 8. B. (5)

Department: POLICE, STREETS & DEVELOPMENT SVCS.

Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***APPROVAL OF FINAL TRACT MAP NO. 73105***
14504 S. NORMANDIE AVENUE

COUNCIL ACTION REQUIRED:	Action Taken
Approve Final Tract Map	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council:

1. Find that the final map complies with the Subdivision Map Act and the Subdivision Ordinance of the City.
2. Find the final map in compliance and consistent with the previously approved tentative map, and the Mitigating measures of the environmental review.
3. Approve the Final Tract Map.

On January 20, 2015, the Planning and Environmental Quality Commission approved Tract Map No. 73105. The approved tentative tract map incorporated all requirements of the City of Gardena, including the Planning and Environmental Quality Commission. The final map has been checked by the City Surveyor for compliance with the State Subdivision Map Act, the City of Gardena Public Works Department for compliance with local requirements, the Community Development Department for compliance with Land Use and General Plan Requirements, and the City Treasurer for outstanding assessments.

All departments have reviewed the map and did not find any violations. The map is acceptable and ready for recordation. The map can be found on file in Engineering.

FINANCIAL IMPACT/COST:

N/A

ATTACHMENTS:

Tract Map No. 73105

Submitted by: Edward Medrano, **Edward Medrano, Director, Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

1 LOT
5.01 ACRES GROSS

TRACT NO. 73105

IN THE CITY OF GARDENA
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FOR CONDOMINIUM PURPOSES

BEING A SUBDIVISION OF A PORTION OF LOT 40 IN BLOCK "B" OF STRAWBERRY PARK TRACT AS PER MAP FILED IN BOOK 4, PAGES 27 AND 28 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR ARE INTERESTED IN THE LANDS INCLUDED WITHIN THE SUBDIVISION SHOWN ON THIS MAP WITHIN THE DISTINCTIVE BORDER LINES, AND WE CONSENT TO THE PREPARATION AND FILING OF SAID MAP AND SUBDIVISION.

WE HEREBY DEDICATE TO THE PUBLIC USE ALL STREETS, HIGHWAYS, AND OTHER PUBLIC WAYS SHOWN ON THIS MAP.

WE ALSO HEREBY DEDICATE TO THE CITY OF GARDENA, THE EASEMENT FOR EMERGENCY AND PUBLIC SECURITY INGRESS AND EGRESS AND PUBLIC UTILITY PURPOSES AS SHOWN ON THIS MAP.

KB HOME CALIFORNIA LLC, A DELAWARE LIMITED LIABILITY COMPANY, OWNER

BY: RON MERTZEL, VICE PRESIDENT, FORWARD PLANNING

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA
COUNTY OF Los Angeles
ON 2-3-2016
BEFORE ME, Shawna Reed, Notary Public
PERSONALLY APPEARED Ron Mertzel

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN HIS AUTHORIZED CAPACITY AND THAT BY HIS SIGNATURE ON THE INSTRUMENT THE PERSON OR THE ENTITY UPON BEHALF OF WHICH THE PERSON ACTED, EXECUTED THE INSTRUMENT".

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS IF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL

SHAWNA REED
COMM. #2139134
Notary Public - California
Los Angeles County
My Comm. Expires Jan. 30, 2020

SIGNATURE
PRINTED NAME Shawna Reed
MY PRINCIPAL PLACE OF BUSINESS IS IN Los Angeles COUNTY
MY COMMISSION NUMBER 2139134
MY COMMISSION EXPIRES Jan 30, 2020

I HEREBY CERTIFY THAT ALL CERTIFICATES HAVE BEEN FILED AND DEPOSITS HAVE BEEN MADE THAT ARE REQUIRED UNDER THE PROVISIONS OF SECTIONS 66492 AND 66493 OF THE SUBDIVISION MAP ACT.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY: _____
DEPUTY DATE

I HEREBY CERTIFY THAT SECURITY IN THE AMOUNT OF $_____ HAS BEEN FILED WITH THE EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES AS SECURITY FOR THE PAYMENT OF TAXES AND SPECIAL ASSESSMENTS COLLECTED AS TAXES ON THE LAND SHOWN ON MAP OF TRACT NO. 73105 AS REQUIRED BY LAW.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY: _____
DEPUTY DATE

SIGNATURE OMISSIONS

THE SIGNATURE OF THE CITY OF GARDENA, HOLDER OF AN EASEMENT FOR PUBLIC ROAD AND HIGHWAY AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED IN BOOK 12612, PAGE 100 OF OFFICIAL RECORDS, MAY BE OMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (A) (3)[A](I-VII) OF THE SUBDIVISION MAP ACT. THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURE IS NOT REQUIRED BY THE LOCAL AGENCY.

THE SIGNATURE OF SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR UTILITIES AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED SEPTEMBER 24, 1954 AS INSTRUMENT NO. 3011 IN BOOK 45672, PAGE 11 OF OFFICIAL RECORDS, MAY BE OMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (A) (3)[A](I-VII) OF THE SUBDIVISION MAP ACT. THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURE IS NOT REQUIRED BY THE LOCAL AGENCY.

THE SIGNATURE OF SOUTHERN CALIFORNIA EDISON COMPANY, HOLDER OF AN EASEMENT FOR UTILITIES AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED JANUARY 22, 1964 AS INSTRUMENT NO. 4660 OF OFFICIAL RECORDS, MAY BE OMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (A) (3)[A](I-VIII) OF THE SUBDIVISION MAP ACT. THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURE IS NOT REQUIRED BY THE LOCAL AGENCY.

THE SIGNATURE OF ALVIN WINEMAN, MURRAY WINEMAN AND BLANCHE LEHMANN, HOLDER OF AN UNDIVIDED ONE-HALF OF ALL OIL, GAS AND MINERALS, AND OF ALL OIL, GAS AND MINERAL RIGHTS BY DOCUMENT RECORDED AUGUST 31, 1945 IN BOOK 22201, PAGE 227 OF OFFICIAL RECORDS, MAY BE OMITTED UNDER THE PROVISIONS OF SECTION 66436, SUBSECTION (A) (3) (C) OF THE SUBDIVISION MAP ACT.

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A TRUE AND COMPLETE FIELD SURVEY PERFORMED BY ME OR UNDER MY DIRECTION IN SEPTEMBER 2015 IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF KB HOME CALIFORNIA LLC, IN SEPTEMBER 2015. I HEREBY STATE THAT THIS MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY; THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND AND OCCUPY POSITIONS INDICATED AND THAT TIE NOTES TO ALL CENTERLINE MONUMENTS SHOWN AS SET ARE ON FILE IN THE OFFICE OF THE CITY ENGINEER.

2/3/2016
NEIL C. HANSEN DATE
L.S. NO. 9027
EXPIRES: 09/30/2017

LICENSED LAND SURVEYOR
NEIL C. HANSEN
No. 9027
STATE OF CALIFORNIA

BASIS OF BEARINGS

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING OF NORTH 0°03'20" WEST OF THE CENTERLINE OF NORMANDIE AVENUE AS SHOWN ON THE MAP OF TRACT NO. 20311, FILED IN BOOK 520 PAGES 22 AND 23, OF MAPS, RECORDS OF THE COUNTY OF LOS ANGELES.

CITY ENGINEER'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT IT CONFORMS SUBSTANTIALLY TO THE TENTATIVE MAP, AND ALL APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF LOCAL ORDINANCES OF THE CITY OF GARDENA APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH; AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT SECTION 66442 (a)(1), (2), AND (3) HAVE BEEN COMPLIED WITH.

BY: _____ 2/4/2016
CITY ENGINEER DATE
CITY OF GARDENA
R.C.E. NO. C51973
EXPIRES: June 30, 2016

C61973
Exp 6/30/16
CIVIL
STATE OF CALIFORNIA

CITY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT IT COMPLIES WITH ALL PROVISIONS OF STATE LAW APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP; AND THAT I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT IN ALL RESPECTS NOT CERTIFIED BY THE CITY ENGINEER.

BY: _____ 2/4/2016
DOUGLAS E. PREBLE DATE
R.C.E. 50859
EXPIRES: 9/30/2017
ON BEHALF OF THE CITY OF GARDENA

PROFESSIONAL ENGINEER
DOUGLAS E. PREBLE
Exp 9/30/2017
CIVIL
STATE OF CALIFORNIA

CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL SPECIAL ASSESSMENTS LEVIED UNDER THE JURISDICTION OF THE CITY OF GARDENA TO WHICH THE LAND INCLUDED IN THE WITHIN SUBDIVISION OR ANY PART THEREOF IS SUBJECT, AND WHICH MAY BE PAID IN FULL, HAVE BEEN PAID IN FULL.

Ingrid Tsukiyama 02-09-16
CITY TREASURER OF THE CITY OF GARDENA DATE

CITY CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF GARDENA AT A MEETING HELD ON THE _____ DAY OF _____ 20____ APPROVED THE ATTACHED MAP AND ACCEPTED THE DEDICATION OF THE PUBLIC STREET AS SHOWN ON SAID MAP, AND ACCEPTED ON BEHALF OF THE CITY, SUBJECT TO IMPROVEMENT THE EASEMENT FOR EMERGENCY AND PUBLIC SECURITY INGRESS AND EGRESS AND PUBLIC UTILITY PURPOSES AS DEDICATED.

_____ _____
CITY CLERK OF THE CITY OF GARDENA DATE

CONDOMINIUM NOTE

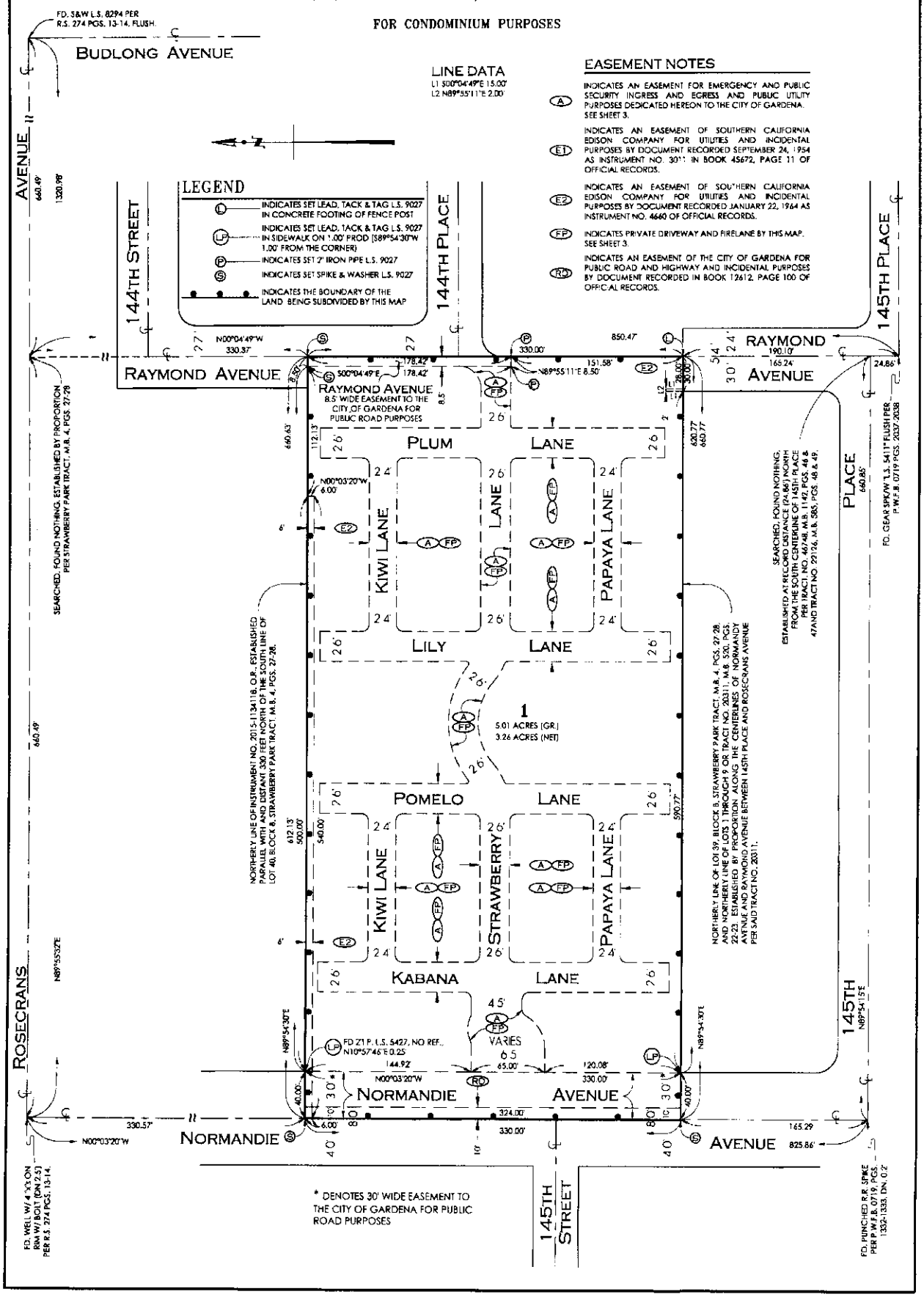
THIS SUBDIVISION IS APPROVED AS A CONDOMINIUM PROJECT FOR 96 UNITS, WHEREBY THE OWNERS OF THE UNITS OF AIR SPACE WILL HOLD AN UNDIVIDED INTEREST IN THE COMMON AREAS, THAT WILL, IN TURN, PROVIDE THE NECESSARY ACCESS AND UTILITY EASEMENTS FOR THE UNITS.

SCALE: 1" = 50'

TRACT NO. 73105

IN THE CITY OF GARDENA
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FOR CONDOMINIUM PURPOSES



LINE DATA

L1 S00°04'49"E 15.00'
L2 N89°55'11"E 2.00'

EASEMENT NOTES

(A) INDICATES AN EASEMENT FOR EMERGENCY AND PUBLIC SECURITY INGRESS AND EGRESS AND PUBLIC UTILITY PURPOSES DEDICATED HEREON TO THE CITY OF GARDENA. SEE SHEET 3.

(E1) INDICATES AN EASEMENT OF SOUTHERN CALIFORNIA EDISON COMPANY FOR UTILITIES AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED SEPTEMBER 24, 1954 AS INSTRUMENT NO. 30[illegible] IN BOOK 45672, PAGE 11 OF OFFICIAL RECORDS.

(E2) INDICATES AN EASEMENT OF SOUTHERN CALIFORNIA EDISON COMPANY FOR UTILITIES AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED JANUARY 22, 1964 AS INSTRUMENT NO. 4660 OF OFFICIAL RECORDS.

(FP) INDICATES PRIVATE DRIVEWAY AND FIRELANE BY THIS MAP. SEE SHEET 3.

(RD) INDICATES AN EASEMENT OF THE CITY OF GARDENA FOR PUBLIC ROAD AND HIGHWAY AND INCIDENTAL PURPOSES BY DOCUMENT RECORDED IN BOOK 12612, PAGE 100 OF OFFICIAL RECORDS.

LEGEND

(L) INDICATES SET LEAD, TACK & TAG L.S. 9027 IN CONCRETE FOOTING OF FENCE POST

(LP) INDICATES SET LEAD, TACK & TAG L.S. 9027 IN SIDEWALK ON 1.00' PROD [S89°54'30"W 1.00' FROM THE CORNER]

(P) INDICATES SET 2" IRON PIPE L.S. 9027

(S) INDICATES SET SPIKE & WASHER L.S. 9027

INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP

SCALE: 1" = 30'

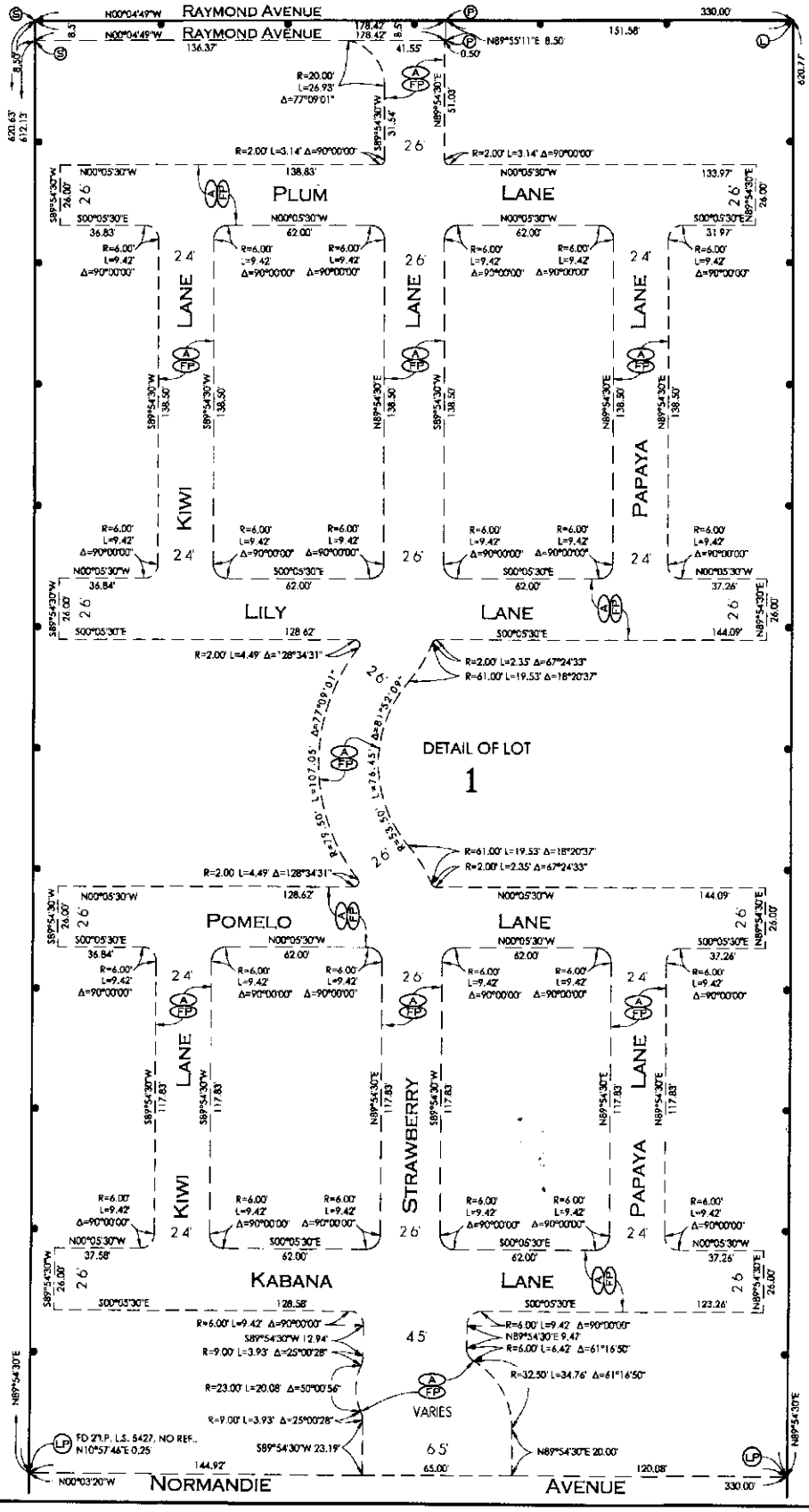
TRACT NO. 73105

SEE SHEET 2 FOR EASEMENT NOTES AND LEGEND

IN THE CITY OF GARDENA
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FOR CONDOMINIUM PURPOSES

PRIVATE DRIVEWAYS AND FIRELANES DETAIL



City of Gardena
City Council Meeting

Agenda Item No. 8. B. (6)

Department: POLICE, STREETS & DEVELOPMENTSVCS.

Meeting Date: 03/08/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: *ACCEPTANCE OF PROJECT AND NOTICE OF COMPLETION NATIONAL GUARD ARMORY SITE IMPROVEMENT, JN 905 ALL AMERICAN ASPHALT*

COUNCIL ACTION REQUIRED:	Action Taken
Accept and Order the Recordation of Notice of Completion	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council accept the work and order the recordation of Notice of Completion.

This project provided the following upgrades to the National Guard Armory Site:

1. Cold-milled and paved approximately 50,000 S.F. of existing parking lot.
2. Removed and replaced approximately 1000 S.F. of concrete sidewalk and driveway.
3. Furnished and Installed two manual gates and one automatic sliding gate.
4. Removed and replaced approximately 850 L.F. of perimeter chain link fence.

Funding for this project came from General Funds. The total construction cost of the project was $284,416.94.

FINANCIAL IMPACT/COST:

Amount of Expense: $284,416.94 (Construction Contract)
Funding Source: General Funds

ATTACHMENTS:

Notice of Completion

Submitted by: Edward Medrano, **Edward Medrano, Director Police, Streets & Development Services** **Date:** 3/1/16

Concurred by: Mitchell G. Lansdell, **Mitchell G. Lansdell, City Manager** **Date:** 3/1/16

RECORDING REQUEST BY AND MAIL TO:

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

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that:

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 8th day of September, 2015, the City Council of said City entered into contract with All American Asphalt whose address is P.O. Box 2229, Corona, CA 92878 for the improvement titled National Guard Armory Site Improvement, JN 905 in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at 2100 W. 154th Street in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on February 19, 2016.
5. That the City Council formally accepted this work and improvement on March 8, 2016.
6. That the Surety on the Performance Bond and the Labor and Material Bond of said Contractor under said contract was, and is, the Fidelity and Deposit Company of Maryland whose address is 777 S. Figueroa St., Suite 3900, Los Angeles, CA 90017.

The undersigned, being first duly sworn, states: That he is the duly authorized representative of the City of Gardena, the political subdivision of the State of California which conducted the proceedings for the improvement titled _____ in said City, that he has read the foregoing "Notice of Completion" and knows the facts recited therein are true.

IN WITNESS THEREOF, I have hereunto subscribed my name as the duly authorized representative of said City this _____ day of _____ 2016.

City of Gardena

_____
John Felix

State of California
County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20___, by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature_____ Seal

City of Gardena
City Council Meeting

Agenda Item No. 8. C. (1)
Department: Recreation/Human Services Parks & Facilities
Meeting Date: 3/8/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: *ACCEPTANCE OF PROJECT AND NOTICE OF COMPLETION MAS FUKAI PARK PLAYGROUND EQUIPMENT PROJECT, JN 820 DAVE BANG ASSOCIATES, INC.*

COUNCIL ACTION REQUIRED:

Action Taken

Acceptance of work completed and order the recordation of the Notice of Completion.

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that Council accept the completed work for the installation of playground equipment at Mas Fukai Park and order the recordation of the Notice of Completion for Project No. JN 820 – Los Angeles County Regional Park Open Space District Grant #58D3-09-2201 Mas Fukai Park Playground Equipment Project.

Plans and specifications were approved on August 11, 2015, and the project was awarded to Dave Bang Associates, Inc. The project allowed for the upgrade of the playground equipment area to conform to all current play area requirements according to the National Recreation and Parks Association. Existing playground equipment was removed and replaced with Playworld Systems Playground Equipment. Rubber surfacing was installed under and around the new equipment.

The project is complete and has been accepted to the satisfaction of the Recreation, Human Services, Parks and Facilities Director.

FINANCIAL IMPACT/COST:

Expenditure Amount: $176,987.42
Funding Source: $104,343.68 – L.A. County Regional Park and Open Space District Grant
$ 72,643.74 - Park-in-Lieu Fees (General Fund)
Anticipated Revenue: N/A

ATTACHMENTS:

Notice of Completion

Submitted by _____ **, Kelly Fujio, Director** **Date** 3/2/16
Signature **Recreation, Human Services, Parks, & Facilities**

Concurred by _____ **, Mitchell G. Lansdell, City Manager** **Date** 3/2/16
Signature

c:

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

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that:

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 11th day of August , 2015 , the City Council of said City entered into contract with Dave Bang Associates, Inc. whose address is 1885 N Main Street, Orange, California, 92865 for the improvement titled Project #JN820 - Mas Fukai Park Playground Equipment Project in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at 15800 S. Brighton Avenue, Gardena, California 90247 in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on February 19, 2016 .
5. That the City Council formally accepted this work and improvement on March 8, 2016 .
6. That the Surety on the Performance Bond and the Labor and Material Bond of said Contractor under said contract was, and is, the North American Specialty Insurance Company whose address is 475 N. Martingale Road #850, Schaumburg, IL 60713 ph# 842-273-1238

The undersigned, being first duly sworn, states: That he is the duly authorized representative of the City of Gardena, the political subdivision of the State of California which conducted the proceedings for the improvement titled Project # JN820 Mas Fukai Park Playground Equipment Project in said City, that he has read the foregoing "Notice of Completion" and knows the facts recited therein are true.

IN WITNESS THEREOF, I have hereunto subscribed my name as the duly authorized representative of said City this ____ day of _____ 20__.

_____
City of Gardena, California

State of California
County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this ____ day of _____ , 2016, by
Evidence to be the person(s) who appeared before me.

Signature_____

City of Gardena
City Council Meeting

Agenda Item No. 8. C. (2)
Department: Recreation/Human Services Parks & Facilities
Meeting Date: 3/8/2016

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: *APPROVAL OF CARNIVAL CONTRACT WITH SIGNATURE EVENTS & CATERING FOR CARNIVAL AT MAS FUKAI PARK, APRIL, 8, 9, & 10, 2016*

COUNCIL ACTION REQUIRED:	Action Taken
Approve Carnival Contract with Signature Events & Catering.	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that Council approve the attached Carnival Contract with Signature Events & Catering. The carnival will be held at Mas Fukai Park on April 8, 9, & 10, 2016.

The Gardena Recreation and Sports Advisory Board will be the beneficiary of funds earned, according to the contract specifications. The Board has used money earned at these events in the past as their annual fundraiser since 1987. They have used the monies raised to provide the City of Gardena sports and recreation programs with funding for equipment, field maintenance projects, and other donations to the department as funds will allow.

FINANCIAL IMPACT/COST:

Amount of Expense: n/a
Funding Source: n/a
Anticipated Revenue: n/a

ATTACHMENTS:

Contract with Signature Events & Catering

Submitted by _____, Kelly Fujio, Director Date 3/2/16
Signature Recreation, Human Services, Parks, & Facilities

Concurred by _____, Mitchell G. Lansdell, City Manager Date 3/2/16
Signature

c:

AGREEMENT

THIS AGREEMENT, made and entered into this _____day of _____, **2016**, at Gardena, Los Angeles County, California, by and between the City of Gardena, a municipal corporation of the State of California ("City") and Signature Events & Catering, 257 E. Redondo Beach Blvd., Gardena, CA 90248, a corporation authorized to do business in the State of California ("Vendor"). Based on the mutual covenants and agreements set forth herein, the Parties hereto agree as follows:

1. RECITALS

   A. The City desires to host the **2016** Carnival Festivities (the "Carnival") at Mas Fukai Park, 15800 S. Brighton Ave, on:

      Spring Carnival – April 8 ,9, 10, 2016

   B. The operating hours shall be as follows:

      Friday, April 8, 6PM – 11PM, Saturday April 9, 2PM -11PM, & Sunday, April 10, 2PM – 10PM

   C. The City desires to have entertainment and refreshments available at said Carnivals, including the availability of rides as defined herein.

   D. Vendor represents that it is able and qualified to provide such entertainment and refreshments and the City desires to contract with Vendor for the same.

2. RIDES TO BE PROVIDED BY VENDOR:

   Vendor shall provide a minimum of 4 Spectacular rides, and a minimum of 10 Major and Kiddie rides at each Carnival. The Sports Advisory Board will make the selection of rides from a list of available rides before Carnival set-up begins. Additional rides shall be provided if the City so desires. The precise number of rides will be dependent upon what the park grounds area will safely accommodate. If the grounds will accommodate less than 14 rides, then the City Recreation Division and Sports Advisory Board will make a choice.

   The rides shall be in place and operating at all times during the operating hours of the Carnivals. The rides shall be maintained in a good and safe working order and display appropriate licensing.

3. TICKET SALES

   A. Vendor shall supply the tickets to be sold.

   B. Vendor shall supply a minimum of two air-conditioned ticket booths from which tickets are to be sold during Carnival operating hours. City shall have the option of selling ride tickets at the Carnival or

allowing Vendor to sell the tickets. In either case, Vendor will not receive compensation for selling the tickets unless a separate written agreement is entered into between the parties.

C. All ride tickets sold on the Carnival grounds on for the **April 8, 9, 10, 2016** event will be offered as follows.

a). **"Pay One Price" (POP)":** This special wrist band shall cost $25.00 and can be used on Friday night. The wristband will allow one to ride any ride by showing the wristband at a ride entrance. Vendor shall supply the wristbands.

b). **Traditional Individual Tickets** shall also be available on all three days of the even and will be priced as follows. Tickets will be offered at $35 for 45 tickets, $20 for a strip of 20 tickets or $1.00 per ticket. Kiddie rides will take 3 tickets per person, Major rides will take 4 tickets per person and Spectacular rides will take 5 tickets per person depending on the rate that the ride is set by the Vendor.

4. GAMES.

Vendor shall have the exclusive right to provide Carnival games.

5. REFRESHMENTS.

Vendor shall be the sole supplier of refreshment trailer(s) for food items that will consist of: Cotton Candy; Corn Dogs; Pop-Corn; Snow Cones; Candy Apples; Nachos; and deep fried Burritos. City has the option to sell any other additional food items including Hot Dogs, Hamburgers, & Taco Boats if it chooses to do so. Both parties can sell beverages as long as they are sold for the same price as agreed upon by Vendor and City.

6. ADVERTISEMENT.

Vendor shall be responsible for promotion of the Carnival.

A. Vendor shall supply two-hundred (200) posters in a reasonable time, prior to each event, for each Carnival at no cost to the City. The City may request, and Vendor shall supply, additional posters at the time of the initial delivery. The posters shall be approximately sixteen inches (16") by twenty four (24") in size.

7. ELECTRICITY. Vendor agrees to supply a generator trailer to power the rides, food and game booths located on the Carnival grounds during Carnival hours. This power will provide electrical outlets for food preparation units and lights to each booth. Vendor will be responsible for connecting game and food booth lights, and food booths will be responsible for connecting their particular electrical cooking utensils to the provided electrical outlets.

8. SECURITY. Vendor shall supply two off-duty Gardena Police Officers for the Carnival grounds during the evening operating hours, of 7 PM to close.

9. SET-UP/BREAK-DOWN.

A. Vendor shall set-up only during the hours of 7:00 AM to 6:00PM beginning on the Wednesday before each Carnival event date, and shall breakdown only during the hours of 7:00AM until 6:00PM on the Monday and Tuesday following each Carnival event date. The Carnival will cease to operate including generators at closing time or sooner on each operating date except Sunday. On Sunday the Carnival will close at 10PM and the generators and all activities will cease by 11PM. Vendor shall remove the Carnival in its entirety by 7:00PM on the Tuesday following the Carnival event date. In consideration of the residents who live around Mas Fukai Park (carnival location), Vendor and its workers shall abide by the operating hours set forth in Section 1.B., above and the set-up and break-down hours set forth in this paragraph (9). Violation of this Section may result in the loss of the Security Deposit as provided in Section 17 below.

B. In the event that Vendor requires storage of Carnival equipment at Mas Fukai Park, 15800 S. Brighton Avenue, Gardena, before the Wednesday set-up date stated in Section 9, Paragraph A, above. Vendor must provide written notice to the City stating the additional dates requested for storage of carnival equipment. The Vendor or the Sports Advisory Board will be charged a space rental fee of $221 per each day that equipment is going to be stored before the Wednesday set up date. This total amount must be paid to the City of Gardena before any equipment is brought onto the facility.

C. An additional fee of $221 per day will be charged for any equipment stored past the following Tuesday carnival event date as stated in Section 9, Paragraph A, above. Vendor must provide written notice to the City stating the additional dates requested for storage of carnival equipment. Written request and total amount due must be paid to the City of Gardena before any equipment is brought onto the premises.

D. The carnival company will store all equipment on the field known as Diamond #1.

E. Violation of this section may result in the loss of the security deposit as provided in section 17 below.

10. TERMINATION. City may terminate this Agreement, with or without cause, by giving ten (10) days written notice to the other party.

11. COMPENSATION. Vendor shall pay compensation to the City as follows:

A. FOR THE RIDES:

Carnival – April 8, 9, 10, 2016 - City shall receive Twenty-five Percent (25%) of the gross ticket sales received by Vendor for such rides.

B. FOR THE GAMES:

Carnival – April 8, 9,10, 2016 CITY shall receive a flat fee of one thousand dollars ($1,000.00) for up to the first ten games supplied and an additional one hundred dollars ($100.00) per game for any amount supplied thereafter.

C. FOR THE REFRESHMENTS:

CITY will receive no compensation for refreshments sold by Vendor.

D. Vendor shall make cash payment to the CITY of Gardena, through the Sports Advisory Board, no later than midnight on:

Sunday, April 10, 2016 following the close of the Carnival.

E. The Vendor and the GYSAB will each submit a financial report including revenue and expense detail for the carnival. Each report shall be either mailed or delivered to the Recreation, Human Services, Parks, and Facilities Director within 7 days of the close of the carnival.

12. EXCLUSIVE RIGHTS. Vendor shall have exclusive rights to provide all amusement rides, the games set forth above, and the refreshments set forth above in Section 5. Nothing herein shall prevent the City its officers, agents, or employees from providing additional refreshments other than those specifically set forth above in Section 5.

13. INSURANCE REQUIREMENTS

A. COMMENCEMENT OF WORK. Vendor 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, Vendor must have and maintain in place all of the insurance coverage required in this Section. Vendor insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Vendor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Vendor's insurance may cover all subcontractors.

B. INSURANCE COMPANY REQUIREMENTS. Insurers admitted to do business in the State of California shall issue all insurance policies used to satisfy the requirements imposed hereunder. Insurers shall have a current Best's rating of not less than A-: VII, unless otherwise approved by City.

C. COVERAGE, LIMITS, AND POLICY REQUIREMENTS. Vendor shall maintain the types of coverage and limits indicated below:

1) COMMERCIAL GENERAL LIABILITY INSURANCE - a policy for occurrence coverage for bodily injury, personal injury and property damage, including all coverage provide by and to the extent afforded by Insurance Services Office Form CG2010 ed. 10/93 or 11/85, with no special limitations affecting City. The limit for all coverage's under this policy shall be no less than two million dollars ($2,000,000.00) per occurrence.

2) COMMERCIAL AUTO LIABILITY INSURANCE - a policy including all coverage 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 two million dollars ($2,000,000.00) per accident.

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

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

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

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

E. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE - A policy, which meets all statutory, benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be

issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

F. ADDITIONAL REQUIREMENTS. The procuring of such required policies of insurance shall not be construed to limit Vendor's liability hereunder or 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 Vendor in writing of changes in the insurance requirements. If Vendor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within thirty (30) days of receipt of such notice, Vendor shall be deemed in default hereunder.

G. DEDUCTIBLES. Any deductible or self-insured retention 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 retention with respect to City, its officers, employees, agents and volunteers, (with additional premium, if any to be paid by Vendor) or Vendor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

H. VERIFICATION OF COMPLIANCE. Vendor shall furnish City and Recreation Division Office with original policies or certificates and endorsements effecting coverage required by the 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 the Agreement, Vendor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Vendor shall provide full copies of any requested policies to City within three (3) days of such request by City.

I. TERMINATION FOR LACK OF REQUIRED COVERAGE. If Vendor, 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 Vendor's expense and/or terminate this Agreement.

14. INDEMNIFICATION. Vendor shall defend, indemnify and hold harmless City, its officers, agents, employees, and volunteers from any and all claims, liabilities, expenses or consequential damages of any nature,

including attorney's fees arising out of, or in any way connected with performance of this Agreement by Vendor, Vendor agents, employees, subcontractors, or independent contractors hired by Vendor. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Vendor.

15. RESTORATION OF PREMISES. Upon completion of the Carnival on, **April 10, 2016,** Vendor shall restore park facilities to the condition they were in prior to installing entertainment and refreshment facilities. Failure to properly restore the park facilities after the Carnival shall constitute cause for denying any future contracts with vendor.

16. INDEPENDENT CONTRACTOR. Vendor is and shall at all times remain as to the City a wholly independent contractor. Neither the city nor any of its officers, employees, agents or volunteers shall have control over the conduct of Vendor or any of its officers, employees or agents.

17. SECURITY DEPOSIT. Vendor, or the Sports Advisory Board, on behalf of Vendor, shall post a refundable $1,000 cash deposit with the City. This security deposit shall cover any damage, which may occur to the facility at Mas Fukai Park that is related to the Carnival, including costs incurred due to a failure of Vendor to restore the premises in accordance with Section 15, above. Should the City need to draw upon the deposit after said Carnival, Vendor shall restore the amount of the deposit to $1,000.

18. ELECTRICAL PERMIT. Vendor agrees to timely apply for and secure permits required by the City Building Code. Carnival will not be permitted to begin without such permit. City shall waive fees for the electrical permit.

19. LICENSES. Vendor 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. The City Business License for Vendor shall be in good standing before an electrical permit shall be issued. Vendor shall be responsible for payment of business license fees.

20. ASSIGNMENT. Vendor shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, without the prior written consent of the City.

21. NOTICE. Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be written 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:

CITY: City of Gardena
Kelly Fujio, Director
Recreation, Human Services, Parks, & Facilities
1670 West 162nd Street
Gardena, California 90247

CARNIVAL: Signature Events & Catering
Ron Waldman
257 E Redondo Beach Blvd.
Gardena, California 90248

A notice shall be deemed to have been served upon the date of personal service or three (3) calendar days after the same has been deposited in the United States Postal Service.

22. 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.

23. COMPLIANCE WITH LAWS. Vendor shall comply with all applicable laws, ordinances, codes, and regulations, of the federal, state, and local government.

24. CONFLICT OF INTEREST AND REPORTING. Vendor shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Vendor shall comply with the City's Conflict of Interest reporting requirements. Vendor understands that pursuant to Gardena Municipal Code section 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 office holder, until the completion of services to be performed under this Agreement.

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

26. 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 recovery of attorney's fees and court costs from the opposing party.

27. PREPARATION OF AGREEMENT. Should interpretation of this Agreement, or any portion thereof be necessary, it is deemed that this Agreement was prepared by the parties jointly and equally and shall not be

interpreted against either party on the ground that one party prepared the Agreement or caused it to be prepared.

28. 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.

29. ENTIRE AGREEMENT. This Agreement contains the entire understanding between City and Vendor. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

IN WITNESS WHEREOF, the City and Vendor have executed this Agreement the date and year first above written.

CITY

_____
MAYOR OF THE CITY OF GARDENA

ATTEST_____
City Clerk

APPROVED AS TO FORM: BY:_____
City Attorney

VENDOR: BY:_____
SIGNATURE EVENTS & CATERING

TITLE:_____

AGREEMENT

THIS AGREEMENT, made and entered into this _____day of _____, **2016**, at Gardena, Los Angeles County, California, by and between the City of Gardena, a municipal corporation of the State of California ("City") and Signature Events & Catering, 257 E. Redondo Beach Blvd., Gardena, CA 90248, a corporation authorized to do business in the State of California ("Vendor"). Based on the mutual covenants and agreements set forth herein, the Parties hereto agree as follows:

1. RECITALS

   A. The City desires to host the **2016** Carnival Festivities (the "Carnival") at Mas Fukai Park, 15800 S. Brighton Ave, on:

      Spring Carnival – April 8 ,9, 10, 2016

   B. The operating hours shall be as follows:

      Friday, April 8, 6PM – 11PM, Saturday April 9, 2PM -11PM, & Sunday, April 10, 2PM – 10PM

   C. The City desires to have entertainment and refreshments available at said Carnivals, including the availability of rides as defined herein.

   D. Vendor represents that it is able and qualified to provide such entertainment and refreshments and the City desires to contract with Vendor for the same.

2. RIDES TO BE PROVIDED BY VENDOR:

   Vendor shall provide a minimum of 4 Spectacular rides, and a minimum of 10 Major and Kiddie rides at each Carnival. The Sports Advisory Board will make the selection of rides from a list of available rides before Carnival set-up begins. Additional rides shall be provided if the City so desires. The precise number of rides will be dependent upon what the park grounds area will safely accommodate. If the grounds will accommodate less than 14 rides, then the City Recreation Division and Sports Advisory Board will make a choice.

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   B. Vendor shall supply a minimum of two air-conditioned ticket booths from which tickets are to be sold during Carnival operating hours. City shall have the option of selling ride tickets at the Carnival or

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C. All ride tickets sold on the Carnival grounds on for the **April 8, 9, 10, 2016** event will be offered as follows.

a). **"Pay One Price" (POP)":** This special wrist band shall cost $25.00 and can be used on Friday night. The wristband will allow one to ride any ride by showing the wristband at a ride entrance. Vendor shall supply the wristbands.

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Vendor shall have the exclusive right to provide Carnival games.

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6. ADVERTISEMENT.

Vendor shall be responsible for promotion of the Carnival.

A. Vendor shall supply two-hundred (200) posters in a reasonable time, prior to each event, for each Carnival at no cost to the City. The City may request, and Vendor shall supply, additional posters at the time of the initial delivery. The posters shall be approximately sixteen inches (16") by twenty four (24") in size.

7. ELECTRICITY. Vendor agrees to supply a generator trailer to power the rides, food and game booths located on the Carnival grounds during Carnival hours. This power will provide electrical outlets for food preparation units and lights to each booth. Vendor will be responsible for connecting game and food booth lights, and food booths will be responsible for connecting their particular electrical cooking utensils to the provided electrical outlets.

8. SECURITY. Vendor shall supply two off-duty Gardena Police Officers for the Carnival grounds during the evening operating hours, of 7 PM to close.

9. SET-UP/BREAK-DOWN.

A. Vendor shall set-up only during the hours of 7:00 AM to 6:00PM beginning on the Wednesday before each Carnival event date, and shall breakdown only during the hours of 7:00AM until 6:00PM on the Monday and Tuesday following each Carnival event date. The Carnival will cease to operate including generators at closing time or sooner on each operating date except Sunday. On Sunday the Carnival will close at 10PM and the generators and all activities will cease by 11PM. Vendor shall remove the Carnival in its entirety by 7:00PM on the Tuesday following the Carnival event date. In consideration of the residents who live around Mas Fukai Park (carnival location), Vendor and its workers shall abide by the operating hours set forth in Section 1.B., above and the set-up and break-down hours set forth in this paragraph (9). Violation of this Section may result in the loss of the Security Deposit as provided in Section 17 below.

B. In the event that Vendor requires storage of Carnival equipment at Mas Fukai Park, 15800 S. Brighton Avenue, Gardena, before the Wednesday set-up date stated in Section 9, Paragraph A, above. Vendor must provide written notice to the City stating the additional dates requested for storage of carnival equipment. The Vendor or the Sports Advisory Board will be charged a space rental fee of $221 per each day that equipment is going to be stored before the Wednesday set up date. This total amount must be paid to the City of Gardena before any equipment is brought onto the facility.

C. An additional fee of $221 per day will be charged for any equipment stored past the following Tuesday carnival event date as stated in Section 9, Paragraph A, above. Vendor must provide written notice to the City stating the additional dates requested for storage of carnival equipment. Written request and total amount due must be paid to the City of Gardena before any equipment is brought onto the premises.

D. The carnival company will store all equipment on the field known as Diamond #1.

E. Violation of this section may result in the loss of the security deposit as provided in section 17 below.

10. TERMINATION. City may terminate this Agreement, with or without cause, by giving ten (10) days written notice to the other party.

11. COMPENSATION. Vendor shall pay compensation to the City as follows:

A. FOR THE RIDES:

Carnival – April 8, 9, 10, 2016 - City shall receive Twenty-five Percent (25%) of the gross ticket sales received by Vendor for such rides.

B. FOR THE GAMES:

Carnival – April 8, 9,10, 2016 CITY shall receive a flat fee of one thousand dollars ($1,000.00) for up to the first ten games supplied and an additional one hundred dollars ($100.00) per game for any amount supplied thereafter.

C. FOR THE REFRESHMENTS:

CITY will receive no compensation for refreshments sold by Vendor.

D. Vendor shall make cash payment to the CITY of Gardena, through the Sports Advisory Board, no later than midnight on:

Sunday, April 10, 2016 following the close of the Carnival.

E. The Vendor and the GYSAB will each submit a financial report including revenue and expense detail for the carnival. Each report shall be either mailed or delivered to the Recreation, Human Services, Parks, and Facilities Director within 7 days of the close of the carnival.

12. EXCLUSIVE RIGHTS. Vendor shall have exclusive rights to provide all amusement rides, the games set forth above, and the refreshments set forth above in Section 5. Nothing herein shall prevent the City its officers, agents, or employees from providing additional refreshments other than those specifically set forth above in Section 5.

13. INSURANCE REQUIREMENTS

A. COMMENCEMENT OF WORK. Vendor 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, Vendor must have and maintain in place all of the insurance coverage required in this Section. Vendor insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Vendor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Vendor's insurance may cover all subcontractors.

B. INSURANCE COMPANY REQUIREMENTS. Insurers admitted to do business in the State of California shall issue all insurance policies used to satisfy the requirements imposed hereunder. Insurers shall have a current Best's rating of not less than A-: VII, unless otherwise approved by City.

C. COVERAGE, LIMITS, AND POLICY REQUIREMENTS. Vendor shall maintain the types of coverage and limits indicated below:

1) COMMERCIAL GENERAL LIABILITY INSURANCE - a policy for occurrence coverage for bodily injury, personal injury and property damage, including all coverage provide by and to the extent afforded by Insurance Services Office Form CG2010 ed. 10/93 or 11/85, with no special limitations affecting City. The limit for all coverage's under this policy shall be no less than two million dollars ($2,000,000.00) per occurrence.

2) COMMERCIAL AUTO LIABILITY INSURANCE - a policy including all coverage 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 two million dollars ($2,000,000.00) per accident.

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

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

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

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

E. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE - A policy, which meets all statutory, benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be

issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

F. ADDITIONAL REQUIREMENTS. The procuring of such required policies of insurance shall not be construed to limit Vendor's liability hereunder or 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 Vendor in writing of changes in the insurance requirements. If Vendor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within thirty (30) days of receipt of such notice, Vendor shall be deemed in default hereunder.

G. DEDUCTIBLES. Any deductible or self-insured retention 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 retention with respect to City, its officers, employees, agents and volunteers, (with additional premium, if any to be paid by Vendor) or Vendor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

H. VERIFICATION OF COMPLIANCE. Vendor shall furnish City and Recreation Division Office with original policies or certificates and endorsements effecting coverage required by the 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 the Agreement, Vendor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Vendor shall provide full copies of any requested policies to City within three (3) days of such request by City.

I. TERMINATION FOR LACK OF REQUIRED COVERAGE. If Vendor, 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 Vendor's expense and/or terminate this Agreement.

14. INDEMNIFICATION. Vendor shall defend, indemnify and hold harmless City, its officers, agents, employees, and volunteers from any and all claims, liabilities, expenses or consequential damages of any nature,

including attorney's fees arising out of, or in any way connected with performance of this Agreement by Vendor, Vendor agents, employees, subcontractors, or independent contractors hired by Vendor. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Vendor.

15. RESTORATION OF PREMISES. Upon completion of the Carnival on, **April 10, 2016,** Vendor shall restore park facilities to the condition they were in prior to installing entertainment and refreshment facilities. Failure to properly restore the park facilities after the Carnival shall constitute cause for denying any future contracts with vendor.

16. INDEPENDENT CONTRACTOR. Vendor is and shall at all times remain as to the City a wholly independent contractor. Neither the city nor any of its officers, employees, agents or volunteers shall have control over the conduct of Vendor or any of its officers, employees or agents.

17. SECURITY DEPOSIT. Vendor, or the Sports Advisory Board, on behalf of Vendor, shall post a refundable $1,000 cash deposit with the City. This security deposit shall cover any damage, which may occur to the facility at Mas Fukai Park that is related to the Carnival, including costs incurred due to a failure of Vendor to restore the premises in accordance with Section 15, above. Should the City need to draw upon the deposit after said Carnival, Vendor shall restore the amount of the deposit to $1,000.

18. ELECTRICAL PERMIT. Vendor agrees to timely apply for and secure permits required by the City Building Code. Carnival will not be permitted to begin without such permit. City shall waive fees for the electrical permit.

19. LICENSES. Vendor 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. The City Business License for Vendor shall be in good standing before an electrical permit shall be issued. Vendor shall be responsible for payment of business license fees.

20. ASSIGNMENT. Vendor shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, without the prior written consent of the City.

21. NOTICE. Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be written 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:

CITY: City of Gardena
Kelly Fujio, Director
Recreation, Human Services, Parks, & Facilities
1670 West 162nd Street
Gardena, California 90247

CARNIVAL: Signature Events & Catering
Ron Waldman
257 E Redondo Beach Blvd.
Gardena, California 90248

A notice shall be deemed to have been served upon the date of personal service or three (3) calendar days after the same has been deposited in the United States Postal Service.

22. 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.

23. COMPLIANCE WITH LAWS. Vendor shall comply with all applicable laws, ordinances, codes, and regulations, of the federal, state, and local government.

24. CONFLICT OF INTEREST AND REPORTING. Vendor shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Vendor shall comply with the City's Conflict of Interest reporting requirements. Vendor understands that pursuant to Gardena Municipal Code section 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 office holder, until the completion of services to be performed under this Agreement.

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

26. 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 recovery of attorney's fees and court costs from the opposing party.

27. PREPARATION OF AGREEMENT. Should interpretation of this Agreement, or any portion thereof be necessary, it is deemed that this Agreement was prepared by the parties jointly and equally and shall not be

interpreted against either party on the ground that one party prepared the Agreement or caused it to be prepared.

28. 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.

29. ENTIRE AGREEMENT. This Agreement contains the entire understanding between City and Vendor. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

IN WITNESS WHEREOF, the City and Vendor have executed this Agreement the date and year first above written.

CITY

_____
MAYOR OF THE CITY OF GARDENA

ATTEST_____
City Clerk

APPROVED AS TO FORM: BY:_____
City Attorney

VENDOR: BY:_____
SIGNATURE EVENTS & CATERING

TITLE:_____

City of Gardena
City Council Meeting

Agenda Item No.	**8.D. (1)**
Department:	**Transportation**
Meeting Date:	**March 8, 2016**
Resolution Nos.:	**6206 & 6207**

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: FY 2016 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
RESOLUTION #6206: AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES;
RESOLUTION #6207: AUTHORIZE PROJECT SUBMITTAL TO THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

COUNCIL ACTION REQUIRED:	Action Taken
• Adopt Resolution No. 6206, authorizing the Director of Transportation to execute the Certification and Assurances for the LCTOP program application. • Adopt Resolution No. 6207, authorizing project submittal to the California Department of Transportation for FY 2016 LCTOP funding.	

RECOMMENDATION AND STAFF SUMMARY:

In 2014, Governor Brown signed SB 862 directing proceeds from the Greenhouse Gas Reduction Fund (GGRF) to various emission reduction programs. One of these programs is the Low Carbon Transit Operations Program (LCTOP). $75 million was allocated for FY 2016 among transit agencies that are already receiving State funding under PUC 99314. Starting FY 2016, the Governor agreed to program 5% of annual GGRF proceeds to the LCTOP. Allocation of the LCTOP fund is based on an agency's transit performance as reported in the annual State Controller's Report.

GTrans' allocation for FY 2016 is $111,484. GTrans will be submitting an operating grant for its FY 2016 budget. On March 24, 2015, the City Council had authorized staff to create a LCTOP revenue fund account for GTrans starting with FY 2015 LCTOP funding of $38,999.

It is recommended that the City Council adopt Resolutions No. 6206 and No. 6207 authorizing the Director of Transportation to apply, execute, and amend FY 2016 and future LCTOP grants with the California State Department of Transportation.

FINANCIAL IMPACT/COST:

No financial impact.
Operating revenue source of $111,484 for FY 2016

ATTACHMENTS:

1. City of Gardena - Resolutions No. 6206 & No. 6207
2. Caltrans – Authorized Agent Form

Submitted by _____, **Ernie Crespo, Director of Transportation** Date 2/29/16
Signature Name, Title

Concurred by _____, **Mitchell G. Lansdell, City Manager** Date 3/2/16
c: Signature

Low Carbon Transit Operations Program (LCTOP)
AUTHORIZED AGENT

AS THE Mayor
(Chief Executive Officer / Director / President / Secretary)

OF THE City of Gardena
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Ernie Crespo, Director of Transportation *OR*
(Name and Title of Authorized Agent)

_____ *OR*
(Name and Title of Authorized Agent)

_____.
(Name and Title of Authorized Agent)

Paul K. Tanaka — Mayor
(Print Name) — *(Title)*

_____
(Signature)

Approved this 8th *day of* March, *2016*.

Attachment: Board Resolution approving Authorized Agent

RESOLUTION NO. 6206

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZATING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

WHEREAS, the City of Gardena is an eligible project sponsor and may receive state funding transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the City of Gardena wishes to delegate authorization to execute these documents and any amendments thereto to the Director of Transportation;

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

SECTION 1. That the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

SECTION 2. That the Director of Transportation is authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

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 8th day of March, 2016.

Paul K. Tanaka, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Peter L. Wallin, City Attorney

RESOLUTION NO. 6207

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZATING THE EXECUTION OF THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT: *CITY OF GARDENA GTRANS – LINE 1X TRANSIT SERVICE*

WHEREAS, the City of Gardena is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation ("Department") as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the City of Gardena wishes to implement the LCTOP project(s) listed above.

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

SECTION 1. That the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

SECTION 2. That it hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY 2015-16 LCTOP funds:

Project Name: City of Gardena GTrans Line 1X Transit Service, in the amount of $111,484 (FY 2016)
This project will help continue to fund the costs of the increase in bus service frequency while reducing Green House Gases (GHG) in the Disadvantaged Communities along Freeway I-110.
There are no contributing sponsors.

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 8th day of March, 2016.

Paul K. Tanaka, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Peter L. Wallin, City Attorney