GARDENA CITY COUNCIL

Regular Meeting Notice and Agenda

Council Chamber at City Hall
1700 West 162nd Street, Gardena, California
Website: www.cityofgardena.org

Tuesday, March 26, 2024
Closed Session 7:00 p.m.
Open Session 7:30 p.m.

TASHA CERDA, *Mayor*
MARK E. HENDERSON, *Mayor Pro Tem*
RODNEY G. TANAKA, *Council Member*
PAULETTE C. FRANCIS, *Council Member*
WANDA LOVE, *Council Member*

MINA SEMENZA, *City Clerk*
GUY H. MATO, *City Treasurer*
CLINT OSORIO, *City Manager*
CARMEN VASQUEZ, *City Attorney*
LISA KRANITZ, *Assistant City Attorney*

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

1. **VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at** youtube.com/CityofGardena

2. **PARTICIPATE BEFORE THE MEETING** by emailing the Deputy City Clerk at publiccomment@cityofgardena.org by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.

3. **ATTEND THE MEETING IN PERSON**

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

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

   If you wish to address the Council, please complete a “Speaker Request” form and present it to the City Clerk or Sergeant of Arms. You will be called to the podium by name when it is your turn to address the Council. The City Council cannot legally take action on any item not scheduled on the Agenda. Such items may be referred for administrative action or scheduled on a future Agenda. Members of the public wishing to address the City Council will be given three (3) minutes to speak.

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

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

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

Thank you for your attendance and cooperation

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1. **ROLL CALL**

   PUBLIC COMMENT ON CLOSED SESSION

2. **CLOSED SESSION**

   2.A CONFERENCE WITH REAL PROPERTY NEGOTIATORS
   Government Code Section 54956.8
   Property: 1112 W. Gardena Blvd., Gardena, CA 90247; APN: 6111-004-032, 6111-004-033
   Agency Negotiator: Clint Osorio, City Manager and Greg S. Tsujiuchi, Director of Community Development
   Negotiating Parties: Shar P & J Family Trust represented by Darryll Hamilton, Thompson Team Real Estate
   Under Negotiation: Price and Terms of Payment

   CITY ATTORNEY REPORT OUT OF CLOSED SESSION

3. **PLEDGE OF ALLEGIANCE**

   Lyric Howard and Rudy Padilla III
   Gardena Early Education Center

4. **INVOCATION**

   New Direction Community Church
   Deacon Rodney Blackburn

5. **PRESENTATIONS**

   5.A Gardena Military Veteran Recognition to Honor George Thomas Graham, who served in the U.S. Air Force. He was chosen at the recommendation of Councilmember Tanaka *(to be accepted by George Thomas Graham)*

   5.B Certificate of Commendation in Special Recognition of Retirement and Long-Time Service to the City of Gardena:
   (a) Peter Graffeo, Police Officer - 21 years (Gardena Police Department)
   Peter Graffeo Certificate

5.C Certificate of Recognition to the Gardena Youth Cheer Program - 2024 California State Championships and 2024 National State Championships *(to be accepted by members of the Gardena Youth Cheer Program)*
Certificate of Recognition - Gardena Youth Cheer

5.D Boards & Commissions Presentation - Rent Mediation Board

5.E Gardena Events Video Presentation

6. **PROCLAMATIONS**

6.A "Fair Housing Month," April 2024 *(To be accepted by Christina Prado, Outreach Coordinator for the Fair Housing Foundation)*
Fair Housing Proclamation

6.B "DMV / DONATE LIFE MONTH," April 2024 *(To be accepted by Cathy Mora)*
Donate Life Proclamation

7. **APPOINTMENTS**

8. **CONSENT CALENDAR**

NOTICE TO THE PUBLIC - Roll Call Vote Required On The Consent Calendar
All matters listed under the Consent Calendar will be enacted by one motion unless a Council Member requests Council discussion, in which case that item will be removed from the Consent Calendar and considered separately following this portion of the agenda.

PUBLIC COMMENT ON CONSENT CALENDAR

8.A Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

8.B Approve Minutes:
Regular Meeting of the City Council, March 12, 2024
CONTACT: CITY CLERK
03122024 REGULAR Minutes CC Meeting - FINAL.pdf

8.C Approval of Warrants/Payroll Register, March 26, 2024
CONTACT: ADMINISTRATIVE SERVICES
Warrant-Payroll Register 03-26-24.pdf

8.D Monthly Investment Portfolio, February 2024
CONTACT: ADMINISTRATIVE SERVICES
February 2024 Investment Report.pdf

8.E Personnel Report P-2024-5 3-26-24
CONTACT: ADMINISTRATIVE SERVICES
PERS RPT P-2024-5 3-26-24.pdf

8.F Annual Housing Element Progress Report 2023, of the 6th Cycle 2021-2029
CONTACT: COMMUNITY DEVELOPMENT
Annual Progress Report Staff Report 2023
Gardena Annual Progress Report 2023

8.G SECOND READING AND ADOPTION OF ORDINANCE NO. 1866, Amend GMC to implement programs set forth in City's 6th Cycle 2021-2029 Housing Element
CONTACT: COMMUNITY DEVELOPMENT
Ordinance_No._1866__Housing_Programs_.pdf

8.H Approve Amendment to the Agreement between the Los Angeles County Metropolitan Transportation Authority and the City of Gardena for the Transit Access Pass (TAP) Program
CONTACT: TRANSPORTATION
TAP Participant Seller Agreement_Final_2.08.21 Executed.pdf
Amendment to TAP Participant Seller Agreement 2-24-2024.pdf

9. **EXCLUDED CONSENT CALENDAR**

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

10.A MARCH 19, 2024 MEETING

Environmental Impact Report (Environmental Assessment #20-21); General Plan Amendment #3-21; Zone Change #4-21; Zone Text Amendment #6-21; Specific Plan #1-21; Site Plan Review #11-21; Vesting Tentative Map #4-21; Development Agreement #2-21, and Affordable Housing Agreement.

The Planning Commission considered the recommendation to the City Council for the request to approve a Specific Plan (SP #1-21) that provides for development of approximately 5.3-acres for up to 403 residential dwelling units. The project proposed to remove all existing onsite structures and, in their place, construct 328 apartment units in a seven-story apartment building and 75 three-story townhome units within ten buildings. The applicant's request included a General Plan Amendment, Zone Change, Zone Text Amendment, Site Plan Review, Vesting Tentative Tract Map, a Development Agreement and an Affordable Housing Agreement to guarantee the affordability of the 20 lower income units for a period of 55 years. As part of the project, the Planning Commission was asked to consider the Zoning Map and General Plan Land Use map amendments of two separate parcels, immediately adjacent to the project site, to correspond to the existing land uses within each parcel.

The Planning Commission was also asked to make a separate recommendation on certification of an Environmental Impact Report that was prepared by the City.

Project Location: 16829, 16835, 16907, and 16911 S. Normandie Avenue (APN:6106-030-011, 015, 016, and 017) Other Project Locations: 16964 Brighton Avenue (APN: 6106-030-008) and unaddressed Union Pacific Railroad parcel (APN: 6106-030-800)

Project Applicant: Fred Shaffer and Steve Ludwig – 16911 Normandie Associates, LLC

Commission Action: The Planning Commission directed staff to bring forth a Resolution recommending the City Council certify the Final Environmental Impact Report as it complied with CEQA, a Resolution recommending the City Council approve General Plan Amendment #3-21, to redesignate the project area to Specific Plan, and the adjacent parcels to land use to designations that correspond to their existing uses and a Resolution recommending the City Council deny the requested Zone Change, Zone Text Amendment, Site Plan Review, Vesting Tentative Tract Map, a Development Agreement, and Affordable Housing Agreement. These resolutions will be brought back to the Planning Commission on April 2, 2024.

City Council Action: No action is needed. This item will be brought forth to the City Council at a future City Council meeting.

To view the complete Planning Commission packet, CLICK HERE.
2024_03_19 PCAX

11. **ORAL COMMUNICATIONS (LIMITED TO A 30-MINUTE PERIOD)**

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

11.A **PUBLIC COMMENT**
03-26-2024 Regular CC Meeting - PC #1 - Oral Communication.pdf

12. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

13. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

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

15. **DEPARTMENTAL ITEMS - POLICE**

15.A Approve Agreement Among South Bay Cities for the Joint Use of a Surveillance Sky Tower and Tow Vehicle Obtained Using 2020 State Homeland Security Grant Program Fund

Staff Recommendation: Authorize and Execute contract
Joint Agency Sky Tower MOU

16. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

16.A RESOLUTION NO. 6653, Approving the Engineer's Report for the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments under the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, and setting a time and place for hearing protests in relation thereto (Public Hearing: April 23, 2024)

Staff Recommendation: Adopt Resolution No. 6653
Gardena Landscape Engineer's Report 2024-25.pdf
Artesia Landscaping District Resolution No. 6653.pdf

16.B RESOLUTION NO. 6654, Approving the Engineer's Report for the Gardena Consolidated Street Lighting Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments under the Gardena Consolidated Street Lighting District for fiscal year 2024-2025, and setting a time and place for hearing protests in relation thereto (Public Hearing: April 23, 2024)

Staff Recommendation: Adopt Resolution No. 6654
Gardena SLD Engineer's Report 2024-25.pdf
Consolidated Street Lighting District Resolution No. 6654.pdf

16.C Award Professional Engineering Design Services contract for the Local Street Improvements Fiscal Years 2023-2024 Project, JN 525, to DMS Consultants, Inc. in the amount of $139,730.

Staff Recommendation: Award Professional Engineering Design Services Contract.
JN 525 DMS Proposal.pdf
JN 525 Exhibit A.pdf
Exist On-Call Services Agreement with DMS & Council Approval.pdf

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

17.A Award Planning Services for the Vacant and Underutilized Lot Inventory in the City of Gardena to KTUA, Inc. in the amount of $165,425

Staff Recommendation: Award Contract to KTUA, Inc.
KTUA Gardena Vacant & Underutilized Lot Inventory.pdf
Complete_with_DocuSign_KTUA_Agreement_Final_cv sig.pdf

18. **DEPARTMENTAL ITEMS - TRANSPORTATION**

19. **COUNCIL ITEMS**

20. **COUNCIL DIRECTIVES**

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

22. **COUNCIL REMARKS**

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

23. **ANNOUNCEMENT(S)**

24. **REMEMBRANCES**

25. **ADJOURNMENT**

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m. followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, April 9, 2024.

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

Dated this 22nd day of March 2024

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

Certificate of Commendation

presented to

Peter Graffeo

In official acknowledgment and with deep appreciation for an exemplary, outstanding 21 years of service to

the **City of Gardena** as a

Police Officer

with the

Police Department

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 City service, and express our sincere, best wishes for a healthy, enjoyable, and rewarding retirement, effective March 9, 2024.

Presented ✧26th day of March, 2024

Tasha Cerda
Mayor Tasha Cerda

Mark E. Henderson
Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

CERTIFICATE OF RECOGNITION

We, the Mayor and Councilmembers of the City of Gardena, California, do hereby declare as follows:

WHEREAS, it is with tremendous privilege and genuine sense of pride that we convey to all the members of the **Gardena Youth Cheer Program**, our sincere congratulations on the triumph at the

2024 CALIFORNIA STATE CHAMPIONSHIPS
2024 NATIONAL CHAMPIONSHIPS

WHEREAS, it was a thrilling and triumphant event, Gardena is proud of the exceptional record you have earned and the fine positive publicity you have brought to the Gardena Youth Cheer Program and to your community by your commendable team; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, that official, public praise and recognition, on behalf of the City of Gardena and the citizens of this community, are hereby extended to the entire Gardena Youth and Football Organization, namely those who participated at the State Championships in Pasadena, California hosted by CHEERpros and the Nationals in Las Vegas, Nevada hosted by JAMZ Cheer & Dance.

Gardena Youth Cheer

Age Division	Award
Six Year Olds and Under - Cheer	National Championship State Championship
Eight Years Old and Under - Hip Hop Dance	National Championship
Eight Years Old and Under - Cheer	State Championship
Ten Years Old and Under - Hip Hop Dance	National Championship
Ten Years Old and Under - Cheer	State Championship
Twelve Years Old and Under – Hip Hop Dance	National Championship
Twelve Years Old and Under - Cheer	State Championship
Fourteen Years Old and Under - Hip Hop Dance	National Championship
Fourteen Years Old and Under - Cheer	State Championship
Creative Theme Dance – All Age Groups	National Championship

in recognition of their outstanding efforts and extraordinary accomplishment; and to bestow this Special Recognition as a token of the respect with which they are regarded, together with sincere best wishes for the athletes and coaches to experience continued successes for many years to come.

This Certificate of Recognition is presented by the Mayor and Members of the City Council of the City of Gardena, California, this twenty-sixth day of March 2024.

Mayor Tasha Cerda

Councilmember Mark E. Henderson

Councilmember Rodney G. Tanaka

Councilmember Paulette C. Francis

Councilmember Wanda Love

PROCLAMATION

Whereas, one of the greatest freedoms enjoyed by Americans is the freedom to live in a home of one's choice; and

Whereas, this promise made to us by the Nation's Fair Housing Law, requires that all people be treated equally in connection with the sale or rental of housing, regardless of race, color, national origin, sex, gender identity, disability, sexual orientation, marital status, age, familial status, or religion; and

Whereas, 2024 marks the 56th Anniversary of the Federal Fair Housing Act – this original legislation targeted the elimination of housing discrimination in America; and

Whereas, since the adoption of the fair housing legislation in April 1968, the month of April has been designated as Fair Housing Month; and further, each year, the U.S. Department of Housing and Urban Development and the Fair Housing Foundation have organized events and activities to focus attention on the issue of equal opportunity in housing; and

Now, Therefore, I, TASHA CERDA, MAYOR OF THE CITY OF GARDENA, CALIFORNIA, do hereby proclaim **APRIL 2024**, to be

FAIR HOUSING MONTH

in the City of Gardena and call upon each citizen of this community to support fair housing and equal opportunity in housing efforts by putting into practice the principles of freedom, justice, and equality upon which this great nation was founded.

Tasha Cerda

MAYOR

Dated: 26th day of March, 2024

PROCLAMATION

Whereas, organ, eye, tissue, marrow, and blood donations are life-giving acts recognized worldwide as expressions of compassion to those in need; and millions of lives are saved and healed each year because of these donations; and

Whereas, more than 110,000 individuals nationwide and more than 23,000 in California are currently on the national organ transplant waiting list and, on average, 22 people die each day while waiting due to the shortage of donated organs; and

Whereas, the need for donated organs is especially urgent in Hispanic, Latino, and African American communities, and a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; and

Whereas, donations of tissue can save and heal the lives of more than 75 people, and organ donors saved more than 46,000 lives last year, the most ever; and

Whereas, any person can register to be an organ, eye and tissue donor regardless of age or medical conditions, being a registered donor does not impact the quality of life-saving medical care a person receives in an emergency; and

Whereas, California residents can sign up with the Donate Life California Donor Registry online, or when applying for or renewing their driver's licenses or I.D. cards at the California Department of Motor Vehicles.

Now, Therefore, I, TASHA CERDA, MAYOR OF THE CITY OF GARDENA, CALIFORNIA, do hereby proclaim **APRIL 2024**, to be

DMV/Donate Life Month

in the City of Gardena and encourage all Californians to check "YES!" when applying for or renewing their driver's license or I.D. card, or by signing up at www.donateLIFEcalifornia.org or www.doneVIDAcalifornia.org

Tasha Cerda

MAYOR

Dated: 26th Day of March, 2024

MINUTES
Regular Meeting of the
Gardena City Council
Tuesday, March 12, 2024

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, March 12, 2024, in the Council Chamber at City Hall 1700 West 162nd Street, Gardena, California; Mayor Tasha Cerda presiding.

1. ROLL CALL

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

PUBLIC COMMENT ON CLOSED SESSION - *None*

2. CLOSED SESSION

2.A CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION Gov. Code Section 54956.9(d)(1)
Charmaine L. Green v. City of Gardena, et al. L.A. Sup. Ct. Case No.: 22STCV18526

Attorney Danny Yoo of Liebert, Cassidy, Whitmore was present for Closed Session.

Deputy City Clerk Becky Romero noted for the record that Mayor Tasha Cerda was not present during Closed Session.

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

Mayor Cerda reconvened the meeting to the Regular Open Session at 7:41 p.m., and the Deputy City Clerk noted the return of all Council Members, who were present at the meeting. When City Attorney Vasquez was asked if there was any reportable action from Closed Session, she stated that regarding Item 2.A, a discussion was held, but no reportable action was taken.

3. PLEDGE OF ALLEGIANCE

Emma Casanova led the Pledge of Allegiance. Emma attends 156th Street Elementary School and loves being a Girl Scout in her community. She also enjoys designing her own comic stories and her favorite subject in school is Math. She introduced her mother.

4. INVOCATION

Pastor Dwight Dudley, of Calvary Chapel South Bay, gave the Invocation.

5. PRESENTATIONS

5.A AT&T Updates from the Los Angeles & South Bay External and Legislative Affairs Manager, McKenzie Neely-Wright – ***Ms. Neely-Wright provided the update.***

5.B Gardena Events Video Presentation – ***the video presentation highlighted the Recreation and Human Services Department's current and future events.***

Mayor Cerda welcomed the 6 students who were present in the audience from San Pedro High School.

6. PROCLAMATIONS

6.A "American Red Cross Month," March 2024 ***- Accepted by Amy Papageorges, Executive Director for American Red Cross, Greater Long Beach & South Bay Chapter and Valerie Loduem, Regional Director of Development for American Red Cross***

6.B "Women's History Month" March 2024 – ***was proclaimed by Mayor Cerda***

7. APPOINTMENTS – *No Appointments were made*

8. CONSENT CALENDAR

8.A Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

8.B Approve Minutes:
Regular Meeting of the City Council, February 13, 2024
CONTACT: CITY CLERK

8.C Receive and File of Minutes:
Planning and Environmental Quality Commission, February 6, 2024
CONTACT: COMMUNITY DEVELOPMENT

8.D Approval of Warrants/Payroll Register, February 27, 2024
CONTACT: ADMINISTRATIVE SERVICES

February 27, 2024: Wire Transfer: 12630-12656; Prepay: 175082; Check Numbers: 175083-175243 for a total Warrants issued in the amount of $5,998, 201.79; Total Payroll Issued for February 23, 2024: $2,349,408.92

8.E Approval of Warrants/Payroll Register, March 12, 2024
CONTACT: ADMINISTRATIVE SERVICES

March 12, 2024: Wire Transfer: 12657-12658; Prepay: 175244; Check Numbers: 175245-175419 for a total Warrants issued in the amount of $4,678,282.34; Total Payroll Issued for March 8, 2024: $1,819,946.67

8.F Monthly Investment Portfolio, January 2024
CONTACT: ADMINISTRATIVE SERVICES

8.G Personnel Report P-2024-4 3-12-24
CONTACT: ADMINISTRATIVE SERVICES

8.H Acceptance and Notice of Completion for the Local Streets Improvement 2020/2021, 2021/2022, 2022/2023 Project, JN 987/994/514.
CONTACT: PUBLIC WORKS

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

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

9. EXCLUDED CONSENT CALENDAR - *None*

10. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

10.A FEBRUARY 20, 2024 MEETING

APPEAL OF REVOCATION FOR SITE PLAN REVIEW #4-15
The Planning Commission considered an appeal request filed by The Tire House business located at 1818 W. Redondo Beach Blvd., regarding the Community Development Director's Intent to Revoke Approval of Site Plan Review #4-15, pursuant to Gardena Municipal Code Section 18.44.070, discontinuing auto repair facility uses in the General Commercial (C-3) Zone, due to multiple violations of the conditions of approval imposed by the Planning and Environmental Quality Commission on August 26, 2015.
CASE NAME: Appeal of Community Development Director's Decision to Revoke Site Plan Review #4-15
APPELLANT NAME: The Tire House, Inc. (dba " The Tire House")
REPRESENTATIVE: John Mardirossian
PROPERTY OWNERS: Mr. Der L. Mu / Mr. John Mu

Commission Action: The Planning Commission denied the appeal of John Mardirossian for the Tire House, by a vote of 4-1-0, upholding the revocation of the approval of Site Plan Review #4- 15 pursuant to Gardena Municipal Code Section 18.44.070, found that the project was exempt from the provisions of CEQA pursuant to Guidelines Section 15321, and directed staff to draft a resolution reflecting the Commission's denial.

City Council Action: No action is needed.

This Item Required No Action by the City Council.

10.B FEBRUARY 20, 2024 MEETING

ZONE TEXT AMENDMENT #2-24
The Planning Commission considered a recommendation to City Council for adoption of Ordinance No. 1866, making changes to Gardena Municipal Code to implement the programs set forth in the City's 6th Cycle 2021-2029 Housing Element and changes required by State law and making finding that finds the Ordinance is

exempt from the provisions of CEQA pursuant to CEQA Guidelines section 15061(b)(3)

Commission Action: The Planning Commission approved Resolution No. PC 3-24, by a vote of 5-0-0, recommending to the City Council for the adoption of Ordinance No. 1866, and made findings that adoption of the Ordinance is exempt from CEQA pursuant to Guidelines section 15061(b)(3).

City Council Action: No action needed, this item will be brought to the City Council in this meeting.

This Item Required No Action by the City Council.

10.C MARCH 5, 2024 - ***Meeting Cancelled***

11. ORAL COMMUNICATIONS

1) Sherelle Diggs, commented on the recent mail carrier assault and asked about evacuation routes.

Mayor Cerda asked Chief Saffell to respond to this comment due to community safety. Chief Saffell clarified that the incident that happened was not within the City of Gardena's jurisdiction. He informed everyone of what can be done to protect themselves.

2) Carlos Marquez, a resident, came out to speak about the rent increases that are out of control. He asked for guidance from the City of Gardena.
3) Travis Hernandez, Manager for the Masao W. Sato Library; he came to announce library events for the Gardena Mayme Dear and the Masao W. Sato Libraries.

11.A PUBLIC COMMENT

1) Deputy City Clerk Becky Romero, noted for the record two (2) emails that were received. She stated that the email was received and filed and made part of the record.

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

13. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

13.A PUBLIC HEARING, ORDINANCE NO. 1865: Amending Chapter 18.60 of the Gardena Municipal Code and Sections of 5.08.170, 8.16.030 and 8.16.050 relating to temporary use permits and temporary events permits, and amending Section 5.04.160 and 5.04.278 of Title 5 relating permits and finding the Ordinance is categorically exempt from CEQA pursuant to the common sense exemption set forth in Guidelines section 15061(b)(3) and section 15304 for minor alterations to land; and

RESOLUTION NO. 6659: Adopting an application fee for Temporary Use and Temporary Event Permits and finding that the fee is exempt under Public Resources Code Section 21080(B)(8) and CEQA Guidelines Section 15273.

ORDINANCE NO. 1865

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING CHAPTER 18.60 OF THE GARDENA MUNICIPAL CODE AND SECTIONS 5.08.170, 8.16.030 AND 8.16.050 RELATING TO TEMPORARY USE PERMITS AND TEMPORARY EVENT PERMITS, AND AMENDING SECTION 5.04.160 AND 5.04.278 OF TITLE 5 RELATING TO PERMITS AND FINDING THAT THE ORDINANCE IS CATEGORICALLY EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTIONS 15061(b)(3) (COMMON SENSE EXEMPTION) and 15304 (MINOR ALTERATIONS TO LAND)

RESOLUTION NO. 6659

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING AN APPLICATION FEE FOR TEMPORARY USE AND TEMPORARY EVENT PERMITS AND FINDING THAT THE FEE IS EXEMPT UNDER PUBLIC RESOURCES CODE SECTION 21080(B)(8) AND CEQA GUIDELINES SECTION 15273

City Manager Osorio presented the Staff Report.

Senior Planner, Amanda Acuna and Director of Community Development, Greg Tsujiuchi gave the PowerPoint presentation and were available to answer any questions. Assistant City Attorney, Lisa Kranitz was also present to answer any questions.

At 8:33 p.m., Mayor Cerda announced that the Public Hearing was open. She asked if anyone had asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Council Member Francis who asked for clarification regarding the new guidelines; she then asked about the food giveaways and how we are going to handle the parking; and asked for confirmation regarding the costs associated for the permit; if it's for each event or for the full year; she then asked about the unit cost and the temporary use permits for residences, and then asked for confirmation on those that are already established, and confirmed what was being added is the farmer's market and food giveaways. Mayor Pro Tem Henderson asked about the fees imposed, he gave an example, is it cumulative for the four events I have in the year and questioned the number of attendees. Mayor Cerda asked about the number of events and process if they weren't following our guidelines, and if there is a threshold when it comes to the number of warranted complaints. She commented that these food giveaways are great, but at the same time the quality of life that affects our surrounding neighborhoods is important as well. She also commented that maybe the requestor should be let known of these conditions at the time they apply for the permit; also wanted to confirm when it comes to fees that no groups get special exemptions, everyone has to pay the same across the board.

Director Tsujiuchi, City Attorney Vasquez, City Manager Osorio, and Senior Planner Acuna answered all questions.

At 8:54 p.m., Mayor Cerda then announced that the Public Hearing was closed.

It was moved by Council Member Love, seconded by Council Member Tanaka, and carried by the following roll call vote to Open the public hearing, receive testimony from the public, allow three (3) minutes for each speaker, and close the public hearing and Direct staff back to the Planning Commission with updates for Ordinance No. 1865 for their recommendation:

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

13.B PUBLIC HEARING, ORDINANCE NO. 1866: Amending the Gardena Municipal Code to implement the programs set forth in the City's 6th Cycle 2021-2029 Housing Element and changes required by State law and making findings that adoption of the Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3).

ORDINANCE NO. 1866

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING TITLE 2, TITLE 14, AND TITLE 18 OF THE GARDENA MUNICIPAL CODE RELATING TO CHANGES REQUIRED BY 6TH CYCLE 2021-2029 HOUSING ELEMENT PROGRAMS FOR HOUSING REPLACEMENT, EMERGENCY SHELTERS, AND EMPLOYEE HOUSING AND CHANGES REQUIRED BY STATE LAW AND FINDING THE ADOPTION TO BE EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3)

City Manager Osorio presented the Staff Report.

Senior Planner, Amanda Acuna gave the PowerPoint presentation and was available to answer any questions. Assistant City Attorney, Lisa Kranitz and Director of Community Development, Greg Tsujiuchi were present to answer any questions.

At 9:07 p.m., Mayor Cerda announced that the Public Hearing was open. She asked if anyone had asked to speak on this item and if the Council had any comments or questions.

Questions and comments were made by Council Member Francis, who asked for clarification on the amendments to the item being brought forth. She then asked about the location of low-income housing and supportive housing; and questioned the items that we were adding. Mayor Cerda asked for an explanation about the ADU process and state law.

Senior Planner Acuna and Assistant City Attorney Kranitz, and City Attorney Vasquez answered all questions.

At 9:17 p.m., Mayor Cerda then announced that the Public Hearing was closed.

Ordinance No. 1866 was introduced by Council Member Love

It was moved by Council Member Love, seconded by Council Member Tanaka, and carried by the following roll call vote to Open the public hearing, receive testimony from the public, allow three (3) minutes for each speaker, and close the public hearing, and Introduce Ordinance No. 1866 including making the findings for a CEQA exemption pursuant to CEQA Guidelines section 15061(b)(3):

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

13.C PUBLIC HEARING: URGENCY ORDINANCE NO. 1867, extending a temporary moratorium on significant tobacco retailers for an additional year to March 27, 2025 and making findings that adoption of the Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3)

URGENCY ORDINANCE NO. 1867

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, EXTENDING A TEMPORARY MORATORIUM ON SIGNIFICANT TOBACCO RETAILERS FOR AN ADDITIONAL YEAR TO MARCH 27, 2025

City Manager Osorio presented the Staff Report.

Director of Community Development, Greg Tsujiuchi gave the PowerPoint presentation and was available to answer any questions. Assistant City Attorney, Lisa Kranitz was present.

At 9:23 p.m. Mayor Cerda announced that the Public Hearing was open. She asked if anyone had asked to speak on this item and if the Council had any comments or questions.

Deputy City Clerk Becky Romero, noted for the record that there were no present public speakers, however, one (1) email public comment was received. The email was received, distributed, filed and made part of the record.

Questions and comments were made by Mayor Cerda asked if the item included cigar lounges or hookah lounges; we should make sure it's not identified as a tobacco retailer, it's main use is a lounge first. Council Member Francis asked if marijuana stores will not be included and if it's just strictly tobacco; she then asked if cigar lounges are allowed to sell tobacco products on site. Director Tsujiuchi stated

that marijuana dispensaries are currently prohibited. Council Member Tanaka shared information of his knowledge on cigar lounges. Mayor Cerda commented that it is her understanding that cigar lounges are membership first. Mayor Pro Tem Henderson confirmed that most are membership based.

Director Tsujiuchi answered all questions.

At 9:29 p.m. Mayor Cerda closed the Public Hearing.

It was moved by Council Member Francis, seconded by Council Member Love, and carried by the following roll call vote to Open the public hearing, receive testimony from the public, allow three (3) minutes for each speaker, and close the public hearing, and Adopt Urgency Ordinance No. 1867 and to provide direction to staff on permanently prohibiting significant tobacco retailers:

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

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

14.A Approval of One-Year Agreement with Townsend Public Affairs, Inc. for Legislative Advocacy and Grant Funding Services in the amount of $84,000

City Manager Osorio presented the Staff Report.

There was a presentation by Mr. De Luca.

Mayor Cerda asked if anyone asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Mayor Pro Tem Henderson thanked Mr. De Luca for his presentation; he stated this was an endeavor for the City to try something different, which has paid great dividends, I would be in favor of continuing the partnership to improve our community, Mayor Cerda thanked Mr. De Luca for the presentation and especially on the HR 6859, as it relates to our card rooms for California, that one had us all really nervous, she expressed her gratitude, she mentioned that she heard you speak on retail thefts because we now just are recently having retail theft meetings; my biggest fear is I don't want to lose any of our major stores here; so if there are any monies that can come this way; we would appreciate it; $12M over 2 years is a great investment; appreciate the partnership, and it is always great when you work with organizations that have great reputations. Council Member Love asked what grants or funding that Townsend has identified, went after and secured for the City; she stated that your contract is being extended for another year, and you've stated that you secured $122,000; she then indicated that she has talked to some of our elected officials at the state level and they told her that Townsend did not have anything to do with the initial request for the funding or getting the funding approved period, but over time I'm hearing Townsend getting credit for the $12M that the City received; she then commented with the state being in the severe deficit that we are in, and cities are getting letters recalling some of those fundings; Mr. De Luca then spoke about those funds; Council Member Francis

commented not only do you advocate for the City of Gardena for funding, but for other legislation that may have a positive or negative impact on those positions.

Mr. De Luca explained what his company does and answered all questions.

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

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

15. DEPARTMENTAL ITEMS – POLICE – *No Items*

16. DEPARTMENTAL ITEMS - PUBLIC WORKS

16.A Approve and Authorize Director of Public Works to execute an Authorization for Crossing Improvements between the City of Gardena and Union Pacific Railroad for the Western Avenue Railroad Crossing Improvement Project JN 537. Additionally, approve Budget Appropriation of $120,000 from Measure M Local.

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Council Member Francis stating that this has been a long process, she was surprised to hear they were willing to pay for half of it; initially they were not in agreement with it.

It was moved by Mayor Pro Tem Henderson, seconded by Council Member Tanaka, and carried by the following roll call vote Authorize the Director of Public Works to Execute an Authorization for Crossing Improvements with UPRR and Approve Budget Appropriation:

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

16.B Award Sidewalk Trip Hazard Removal Contract for the Pedestrian Safety Project FY 2023-2024, JN 527, to Southern California Precision Concrete Inc. in the Amount of $171,571.73, approve 10% construction contingency, and Declare California Environmental Quality Act (CEQA) Exemption.

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

There were no questions or comments made by any Member of the Council.

It was moved by Council Member Tanaka, seconded by Council Member Francis, and carried by the following roll call vote Award Construction Contract; Approve Construction Contingency, and Declare CEQA Exemption:

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

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

18. DEPARTMENTAL ITEMS – TRANSPORTATION – *No Items*

19. COUNCIL ITEMS – *No Items*

20. COUNCIL DIRECTIVES

Council Member Love

1) For Public Works to do a study to add a left turn signal going northbound on Normandie to westbound Marine Avenue - ***Mayor Pro Tem Henderson seconded it.***

Purpose: To make driving our streets a safer place for all pedestrians and drivers.
Reason: To make the City of Gardena a safer place to drive, walk and ride.
Benefit: It would improve the quality of life.

Mayor Pro Tem Henderson

1) Is asking for a financial analysis of potential crossing guard support at all Gardena schools, public and private, for one school year - ***Council Member Francis seconded it.***

Purpose: To determine what the total cost will be.
Reason: For child/pedestrian safety and awareness.
Benefit: To promote our public safety initiatives.

21. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

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

1) A memo was sent to all Members of the Council regarding the status of the South Bay CCOG Measure H Funding which is about 2.8 million dollars.

22. COUNCIL REMARKS

1) COUNCIL MEMBER TANAKA – Since their last gathering, he attended Bobby Rosales promotion to Sergeant and said it was well deserved. He attended the COG Board Meeting and shared that there is a proposal coming to possibly raise dues for the COG, he said they also have their local travel network and some new cities that will be implementing that program, he believes Carson and Hawthorne are the next two. In addition, they have their general assembly coming and Council Member Henderson is the MC of that event and they'll be discussing and looking at AI as it affects everything right now. They just got confirmation that Google and another tech company will do a presentation at that General Assembly so if anyone would like to attend, they can go to the COG's website and register. He attended the Tokyo Central store on Artesia where they had a soft opening of a new sushi restaurant on their second floor, he commented that it's great that the market is going to attract people for lunch and business to the market. He attended the South Bay legislative meet and greet at Cal State University Dominguez Hills, the Orchid show at the Nakaoka Community Center, Serra High School's Second Annual Tribute to Women of Serra, the memorial service of Mayor Bill Brand at Redondo Union High, RCC's closed session meeting. He was the chair of the Homeless Task Force meeting for the COG, he attended Officer Pete Graffeo retirement ceremony and celebration, the League of California Cities LA Division meeting where the Mayor talked about retail theft and they had representatives from LASD and LAPD and explained that there is a huge task force right now because it's not only affecting LA County but it's all over the place. He attended the GTrans Bus Roadeo, the COG Steering Committee meeting and they discussed some issues with their new budget coming up so with that being done he went to Rolling Hills City Council meeting representing the COG on a council agenda item and presented some information.

2) COUNCIL MEMBER LOVE – Since the last Council Meeting, she attended a Black History event at the Lincoln Hotel in West Hollywood sponsored by 1580 AM talk radio KBLA, where the famous Cornell West was the guest speaker. She also attended the Ladies of Serra annual brunch as well as the Tacos and Taxes event with Senator Bradford and she caught the tail end of GTrans bus roadeo event. She had a meeting with a teacher from Peary Jr. High that reached out to her after the incident that happened on Friday and they talked about some of the disturbing issues that are going on at Peary and she will bring back at a later date some conversation, but she's hoping that the City of Gardena can get involved with the schools in the City of Gardena because from what she learned from some of these teachers today is that if somebody doesn't get involved then we're headed down a terrible direction.

3) MAYOR PRO TEM HENDERSON – Since the last meeting, he attended the stamp unveiling and Black History Program at Rowley Park, our Gardena Mardi Gras event, the Waka Sakura opening at Tokyo Central, the beauty pageant that was held at the Nakaoka Center, The Ladies of Serra program which he remarked was great. He did his business and community visits and attended the GTrans bus roadeo and said from what he was hearing, everybody loved us as a whole city and the program, snacks and food were great and everybody loved how organized it was, so he asked Director Crespo to please pass that on to staff. Although, all the votes aren't in yet, he wanted to congratulate his colleague, Council Member Paulette Francis and himself, as it seems that the voters have given them another opportunity to continue to do some work, so he wants to thank the community for their support as they move forward to

keep moving Gardena forward. He continued to say that it means a lot to get a final term so that means more work that's got to be done and folks want to see them do it, so he wants to make sure that they stay committed to positivity. He went on to thank all the candidates in the race and said there were not a lot of shenanigans and dirty pool among the candidates, everybody ran a well-respected race, folks were respectful in the candidate forums and that's important because it does highlight who we are as a city to other cities and to staff and our community, that again they're hard on the issues, but they try to maintain civility amongst themselves as they all want to push the visions that they envision for our city with the help of the community working those levers through City staff so again, he wanted to say congratulations to Council Member Francis and again to all the candidates that ran good races and everything and there'll be other times to hear what your visions are and everything and he's humbled and honored to be granted a final term for the Gardena City Council; so he's looking forward to working with his colleagues moving forward.

4) MAYOR CERDA – Since the last Council Meeting she attended a couple of different things, one being the stamp unveiling for Constance Baker Motley also the promotion ceremony for Bobby Rosales to now Sergeant, her monthly CCGA meeting, her sanitation meeting and, along with Mayor Pro Tem, Miss LA County, Miss Culver City, Miss LA City, it was like seven different pageants in one, but they brought greetings from the City of Gardena so it was a great event. She said the girls had amazing speeches and talents which she likened to the Miss America Pageant and said she was happy they were able to host it. She also got the opportunity to attend the grand opening of Waka Sakura which she encouraged people to go there and commented that the food was great. She attended a community meeting with one of our community advocates for homelessness, Mr. Dave Matthews in the unincorporated area. What was different about the meeting was that generally they meet with a lot of the business owners in the unincorporated area even though they don't really have any jurisdiction in that area, they offer whatever support they can. She asked her colleagues from neighboring cities, the Mayor of Compton and Mayor of Carson, if they would join her in the meeting. She continued that just seeing the work that's being done in the unincorporated areas and making sure that some of the problems that are going on there stay out of our community and offering any help and suggestions that they can to those communities, but she just takes her hat off to community advocate Dave Matthews because she gets these weekly phone calls saying they were able to talk five people into turning their RVs in and get them into permanent housing. She said that now because that area is not being maintained the proper way it should be maintained, they now have companies dumping their trash in that area which community advocate Dave Matthews has enlisted the help of some of the homeless people to help clean the area up. She always tries to give our support and she was very fortunate that the mayors went with her to that meeting to show their support and to help out those business owners any way they could. She attended the Lions Club International and was elated to be honored by their club along with many other people who were being recognized from all the different Lions Clubs in the California area. She wanted to thank the Bersano sisters as well as the Lions Club for nominating her for that position. She also attended the retirement celebration for Officer Peter Graffeo which was held at Gardena City Hall. She also attended the birthday for Miss Rebecca Conley who turned 100 years old, she described it was very nice to be there and present a proclamation to somebody within our community who was born in 1924 and she was happy to bring greetings from our city and do that. Lastly, she attended the vigil for the little boy that was killed in the accident on Marine and talked with friends of the family. She also

wanted the public to know that they did catch the person responsible, and she hopes he will be fully prosecuted.

5) COUNCIL MEMBER FRANCIS – Since their last gathering, she attended Taxes and Tacos hosted by Senator Steve Bradford and she understands that this was the largest one yet. She wasn't able to get to the entire GTrans bus roadeo but remarked that as always it seemed like a great event, and everybody had a great time and there was some friendly competition from the other municipalities and no matter how it turned out GTrans is number one. She attended the candlelight dinner for the senior Mardi Gras which was a lot of fun, the Girl Boss Workshop where she remarked that the really neat thing about that event is that it showcased different career opportunities that young women aren't normally aware of, such as welding or programming, just a wealth of opportunities as far as furthering education and she said it was a great event she hopes they get to do it again. She also attended the Black History Month program hosted by the New Earth Christian Church, it's a church on Zoom and the pastor is Pastor Larry Dozier and that was where they had the stamp unveiling which was very nice. She attended the Women of Serra tribute for the young women of Serra High School and a candidate forum that was hosted by the Delta Sigma Theta Sorority. She congratulated Mayor Pro Tem Mark Henderson on his successful re-election and she thanked him for the congratulations as well. She stated that she's been busy talking with people during the past month or so and one of the things about all that is that she gets to talk to people she hasn't talked to before and get some really great ideas. What she has learned is that our residents and neighbors are really concerned about our city and what's going on and they really aren't interested, but her plan is to try and find a way to reach out to more of them and get them involved to let them know what's going on in our city. She said one of her goals would be to talk to more people more often during these next three or four years. She wanted to thank everyone that came out and supported her re-election, she really appreciates them and she thanks them for another opportunity to serve and for her that's what it's all about is being given a chance to serve the city she not only lives in but loves as well. She knows there's a lot of scary things going on and bad things happening, but she wants people to know there's still a lot of good in our city and community so don't give up and keep the faith because better days are coming.

23. ANNOUNCEMENT(S)

Mayor Cerda announced:

1) Alzheimer's Disease Research Update, Thursday, March 14, 2024; 3:00 pm to 4:00 pm at the Nakaoka Community Center. Registration is required, for further information contact 310-217-9552.
2) Too Toxic To Trash, Free Household Hazardous and Electronic Waste Drive-Thru Collection Event, Saturday, March 16, 2024; 9 am – 3 pm at Arthur Johnson Park.
3) Semi-Annual Clean Up Event – One Day Only! Leave items out by 6:00 am (adjacent to street curb). Free for all Gardena residential customers. Accepted: Single item that can be safely handled by two people; furniture; appliances; yard waste (bagged) and wood waste; electronic waste; televisions, and computers. For more information, call WR at (888)467-7600.

If your normal trash day is…	Monday	Tuesday	Wednesday	Thursday	Friday
Then your cleanup day is…	Mar. 16	Mar. 23	Mar. 30	Apr. 6	Apr. 13

4) 48th Annual Koi Show, March 16-17, 2024, at City Hall Complex. Saturday, March 16, 2024; 10:00 am – 5:00 pm; Sunday, March 17, 2024; 10:00 am – 3:00 pm.
5) Spring Equinox, Sunday, March 17, 2024; 9:00 am - 12:00 pm at Johnson Park. The Willows Wetland Preserve will be open for self-guided strolls. Explore Gardena's very own vernal wetland and learn about the native plants and animals.
6) Coffee with a Cop, Wednesday, March 20, 2024; 10:00 am – 11:30 am at Ladybug Café on 159th and Western.
7) State of the City 2024, Thursday, March 21, 2024; 6:00 pm Meet, Greet & Eat: 7:00 pm Program at the Nakaoka Community Center.
8) Casino Night, Friday, March 22, 2024; 5:30 pm – 9:30 pm. Admission packages include appetizers and chips. Featured games: Blackjack, Craps, Money Wheel, Roulette.
9) Kids Night Out – LA Kings, Saturday, March 23, 2024; 3:15 pm – 10:00 pm. Parents, enjoy some time off while your child enjoys a night of hockey, as well as a special experience before the game. Available for ages 5-17. $30 per person (includes admission and transportation). For more information register at www.cityofgardena.org/events.

24. REMEMBRANCES

Mr. Mack King; 85 years of age, a long-time Gardena resident and a member of the Casimir Gatekeepers Network for 26 years.

25. ADJOURNMENT

At 10:29 p.m., Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00 p.m., and the Regular City Council Meeting at 7:30 p.m. on Tuesday, March 26, 2024

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

APPROVED:

_____
Tasha Cerda, Mayor

By:_____
Becky Romero, Deputy City Clerk

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: March 21, 2024

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

March 26, 2024	TOTAL WARRANTS ISSUED:	$13,262,080.64

Wire Transfer: 12659-12672
Prepay: 175420-175423
Check Numbers: 175424-175584
Checks Voided:

Total Pages of Register: 20

March 22, 2024	TOTAL PAYROLL ISSUED:	$2,550,138.83

for _____
Guy Mato, City Treasurer

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12659	2/14/2024	112326 LWP CLAIMS SOLUTIONS INC.	02132024		WORKERS' COMP CLAIMS	100,000.00
					Total :	**100,000.00**
12660	2/28/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	022824		HEALTH INSURANCE CLAIMS	122,661.62
					Total :	**122,661.62**
12661	2/29/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365997807278		HEALTH INSURANCE CLAIMS	36,017.95
					Total :	**36,017.95**
12662	3/4/2024	419630 U.S. BANK	2511048		TAXABLE POB SERIES 2020	5,655,598.09
					Total :	**5,655,598.09**
12663	3/4/2024	111016 KAISER FOUNDATION HEALTH PLAN	MARCH 2024		HEALTH INSURANCE	338,700.44
					Total :	**338,700.44**
12664	3/5/2024	112326 LWP CLAIMS SOLUTIONS INC.	030524		WORKERS' COMP CLAIMS	7,739.56
					Total :	**7,739.56**
12665	3/7/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365992218743		HEALTH INSURANCE CLAIMS	15,452.30
					Total :	**15,452.30**
12666	3/7/2024	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U47111		HEALTH INSURANCE CLAIMS	153.39
					Total :	**153.39**
12667	3/8/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	MARCH 2024	023-01484	HEALTH & LIFE INSURANCE, SERVICE	84,329.66
					Total :	**84,329.66**
12668	3/8/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	FEBRUARY 2024	023-01484	HEALTH & LIFE INSURANCE, SERVICE	84,570.91
					Total :	**84,570.91**
12669	3/11/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	3060420241402		FLEXIBLE SPENDING ACCOUN BENEFI	43,347.32
					Total :	**43,347.32**
12670	3/14/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	031124		HEALTH INSURANCE CLAIMS	7,684.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12670	3/14/2024	112401 112401 PINNACLE CLAIMS MANAGEMENT INC (Continued)			**Total :**	**7,684.00**
12671	3/14/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	031324		HEALTH INSURANCE CLAIMS	53,153.78
					Total :	**53,153.78**
12672	3/14/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365996032964		HEALTH INSURANCE CLAIMS	21,109.15
					Total :	**21,109.15**
175420	3/14/2024	112783 MERRITT-MAY, SHEDONNA	23-18PD		FINAL SETTLEMENT	640.00
					Total :	**640.00**
175421	3/21/2024	112778 AUTOCLAIMS DIRECT INC.	11061844 / 23-45PW		CLAIM SETTLEMENT	115.00
					Total :	**115.00**
175422	3/21/2024	112786 M3 AUTO ELECTRIC	23-25PD		FINAL SETTLEMENT	4,400.11
					Total :	**4,400.11**
175423	3/21/2024	112787 DEZAMORA, ERIKA	23-45PW		FINAL SETTLEMENT	7,022.40
					Total :	**7,022.40**
175424	3/26/2024	101748 AFTERMARKET PARTS COMPANY LLC, THE	83241977	037-10275	GTRANS AUTO PARTS	1,256.44
			83272623	037-10275	GTRANS AUTO PARTS	316.80
			83299148	037-10275	GTRANS AUTO PARTS	871.66
			83300548	037-10275	GTRANS AUTO PARTS	162.57
			83302205	037-10275	GTRANS AUTO PARTS	1,460.60
					Total :	**4,068.07**
175425	3/26/2024	112690 AGROMIN	0338383	024-01017	PW COMPOST PROGRAM SUPPLIES	17,261.56
					Total :	**17,261.56**
175426	3/26/2024	112571 AMBIT CONSTRUCTION &, DESIGN, INC.	JN 512, 03/04/24	037-10241	GTRANS DISPATCH REMODELING PRC	64,290.14
					Total :	**64,290.14**
175427	3/26/2024	112667 ANDERSON, JESSICA	02/20-02/23		2024 PARMA CONFERENCE - PER DIEM	150.00
					Total :	**150.00**
175428	3/26/2024	110028 ANSER ADVISORY MANAGEMENT LLC	22999	037-10228	PROJECT MANAGEMENT SUPPORT - E	11,552.50

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175428	3/26/2024	110028 110028 ANSER ADVISORY MANAGEMENT LLC (Continued)			**Total :**	**11,552.50**
175429	3/26/2024	101628 AQUA-FLO SUPPLY	S12267498		PARK MAINT SUPPLIES	127.13
			S12271651		PARK MAINT SUPPLIES	92.47
					Total :	**219.60**
175430	3/26/2024	105293 ARC DOCUMENT SOLUTIONS, LLC	12391762		REPROGRAPHIC SERVICES - ROWLEY	589.01
					Total :	**589.01**
175431	3/26/2024	101459 ASBURY ENVIRONMENTAL SERVICES	I500-01041966		EMANIFEST EPA & ADMIN, USED OIL/M	100.00
			I500-01042394		HAZARDOUS WASTE DISPOSAL SERVI	20.00
			I500-01042395		HAZARDOUS WASTE DISPOSAL SERVI	477.10
					Total :	**597.10**
175432	3/26/2024	104687 AT&T	16755707		TELEPHONE	10,082.81
			21318562		TELEPHONE	371.15
			21355115		TELEPHONE	1,284.32
					Total :	**11,738.28**
175433	3/26/2024	616090 AT&T	3103232408 03/05/24		TELEPHONE	5,566.23
					Total :	**5,566.23**
175434	3/26/2024	111170 AT&T FIRSTNET	287290885074X3102024	023-01492	CITYWIDE CELL PHONE ACCT #287290	1,604.57
			287293420631X3102024	023-01492	PD CELL PHONE ACCT #287293420631	186.13
			287295242065X3102024	023-01492	PD CELL PHONE ACCT #287295242065	262.90
			287298156560X3102024	023-01492	CITYWIDE CELL PHONE ACCT #287298	1,844.40
			287303490376X3102024	023-01492	BUS CELL PHONE ACCT #28730349037	2,252.94
			287324972943X3102024	023-01492	GTRANS CELL PHONE ACCT #2873249	50.81
					Total :	**6,201.75**
175435	3/26/2024	100964 AT&T MOBILITY	287275680401X3012024		PD CELL PHONE ACCT #287275680401	147.91
			835577878X0312024		PD CELL PHONE ACCT #835577878~	647.06
					Total :	**794.97**
175436	3/26/2024	110686 AZTECH ELEVATOR COMPANY	AZ17762		ELEVATOR MAINTENANCE - GTRANS	83.33
			AZ18422	037-10244	ELEVATOR MAINTENANCE - GTRANS	83.33
			AZ18423	037-10244	ELEVATOR MAINTENANCE - GTRANS	285.00
			AZ18424	024-00958	ELEVATOR MAINTENANCE - NCC	100.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175436	3/26/2024	110686 AZTECH ELEVATOR COMPANY	(Continued)			
			AZ18425	024-00958	ELEVATOR MAINTENANCE - NCC	285.00
			AZ18426	024-00958	ELEVATOR MAINTENANCE - CH	100.00
			AZ18427	024-00958	ELEVATOR MAINTENANCE - PW	285.00
					Total :	**1,221.66**
175437	3/26/2024	112782 BARR, LASHELLE	0050		ENTERTAINMENT SERVICES - FIVE ST/	400.00
					Total :	**400.00**
175438	3/26/2024	102035 BD WHITE TOP SOIL CO., INC.	89610		STREET MAINT SUPPLIES	163.17
			89715		PARK MAINT SUPPLIES	57.88
			90032		PARK MAINT SUPPLIES	121.28
					Total :	**342.33**
175439	3/26/2024	103641 BECNEL UNIFORMS	66146		BUS UNIFORM SUPPLIES	555.17
					Total :	**555.17**
175440	3/26/2024	109037 BEEMAN, RAYMOND	02/20-02/26		2024 PARMA CONFERENCE - PER DIEM	225.00
					Total :	**225.00**
175441	3/26/2024	102135 BEHRENDS, KENT	246	023-01474	IT NETWORK SUPPORT - MARCH 2024	3,400.00
					Total :	**3,400.00**
175442	3/26/2024	110675 BGB DESIGN GROUP, INC	104320	024-00968	ROWLEY PARK BB COURT REHAB, JN5	690.00
					Total :	**690.00**
175443	3/26/2024	108742 BIG O'S SILKSCREEN	3121	037-10333	FIVE STAR ROADEO EVENT SUPPLIES	2,498.60
					Total :	**2,498.60**
175444	3/26/2024	102331 BLUE DIAMOND MATERIALS	3516842		STREET MAINT SUPPLIES	604.84
					Total :	**604.84**
175445	3/26/2024	111902 BPR CONSULTING GROUP LLC	1402	032-00144	CONSULTING SERVICES - FEBRUARY 2	41,790.79
					Total :	**41,790.79**
175446	3/26/2024	312330 CALIFORNIA DEPARTMENT OF, SOCIAL SERV	CCDP0425		CCPU SB140 REFUND	62,475.00
			CCPD0425		CCPU SB140 REFUND	95,366.70

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175446	3/26/2024	312330 312330 CALIFORNIA DEPARTMENT OF, SOCIAL S	(Continued)		**Total :**	**157,841.70**
175447	3/26/2024	108299 CALIFORNIA PROFESSIONAL, ENGINEERING,	24-3543PR2	024-01026	CROSSWALK ON VERMONT & 133RD, .	83,373.36
					Total :	**83,373.36**
175448	3/26/2024	110538 CANNON COMPANY	87027	024-00788	RBB ARTERIAL IMPROVEMENT PROJE	101.00
					Total :	**101.00**
175449	3/26/2024	823003 CARL WARREN & COMPANY	FEBRUARY 2024		CLAIMS MANAGEMENT	4,606.50
					Total :	**4,606.50**
175450	3/26/2024	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	45577		LEGAL SERVICES	7,503.74
			45850		LEGAL SERVICES	126.00
			45851		LEGAL SERVICES	932.40
			45854		LEGAL SERVICES	36.00
			45855		LEGAL SERVICES	158.40
			45856		LEGAL SERVICES	50.40
			45859		LEGAL SERVICES	1,134.00
			45860		LEGAL SERVICES	2,111.72
			45861		LEGAL SERVICES	738.00
			45888		LEGAL SERVICES	108.00
			45925		LEGAL SERVICES	198.00
					Total :	**13,096.66**
175451	3/26/2024	110605 CHANDLER ASSET MANAGEMENT	2402GARDENA	013-00031	INVESTMENT MGMT SERVICES - FEBR	2,555.79
					Total :	**2,555.79**
175452	3/26/2024	109913 COSTAR REALTY INFORMATION INC.	120644845	032-00141	COSTAR SUITE - MARCH 2024	860.00
					Total :	**860.00**
175453	3/26/2024	102791 CPAC, INC.	1298950		SUB DEFENSE ORCHESTRATOR, 1YR	539.00
			1298969	023-01514	VEEAM BACKUP SYSTEM RENEWAL	5,310.00
					Total :	**5,849.00**
175454	3/26/2024	103461 CPS HR CONSULTING	INV003366		TESTING MATERIALS	52.50
			INV003817		TESTING MATERIAL-GTRANS, ~	365.00
					Total :	**417.50**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175455	3/26/2024	107905 CROWN CASTLE	PERMIT #15556		PERMIT DEPOSIT REFUND - 14503 NOI	2,500.00
			PERMIT #15557		PERMIT DEPOSIT REFUND - 14503 NOI	2,500.00
			PERMIT #15558		PERMIT DEPOSIT REFUND - 1098 MAR	2,500.00
			PERMIT #15569		PERMIT DEPOST REFUND -15498 BERI	2,500.00
			PERMIT #15570		PERMIT DEPOSIT REFUND - 15419 NOI	2,500.00
					Total :	**12,500.00**
175456	3/26/2024	104736 D&R OFFICE WORKS, INC.	131147	032-00155	CDD OFFICE FURNITURE	8,825.95
					Total :	**8,825.95**
175457	3/26/2024	102228 DAILY BREEZE	0011644863.		REQUEST FOR PROPOSALS #2024-001	70.00
					Total :	**70.00**
175458	3/26/2024	111874 DAVID VOLZ DESIGN LANDSCAPE, ARCHITEC	422697	024-01009	CIVIC CENTER LIGHTING PROJECT	15,406.90
			422705	024-00940	ROWLEY PARK SIGN, JN529	2,264.80
					Total :	**17,671.70**
175459	3/26/2024	105951 DECALS BY DESIGN, INC.	18227	037-10326	GTRANS BUS DECALS	1,758.40
			18252	037-10326	GTRANS BUS DECALS	1,547.38
					Total :	**3,305.78**
175460	3/26/2024	104222 DELL MARKETING L.P.	10735459110	023-01515	ANNUAL MS LICENSES - TRUE-UP	8,389.80
					Total :	**8,389.80**
175461	3/26/2024	106371 DIXON, SEAN	03/11-03/13		CWC CONFERENCE - PER DIEM	100.00
					Total :	**100.00**
175462	3/26/2024	110849 DMS CONSULTANTS CIVIL, ENGINEERS, INC	GA-004-8	024-00800	LOCAL STREET IMPROVEMENTS, JN 9	24,600.00
					Total :	**24,600.00**
175463	3/26/2024	111973 DUDEK	202310712	032-00101	PROFESSIONAL SERVICES - INSITE - 1	7,377.50
					Total :	**7,377.50**
175464	3/26/2024	110534 EL DORADO NATIONAL	90828531	037-10171	GTRANS BUS VEHICLE SUPPLIES	658.47
			90830460	037-10193	GTRANS BUS VEHICLE SUPPLIES	11,840.53
			U003573	037-10128	CNG BUS, VIN #1N9APA9N2PC084108	844,471.27
			U003588	037-10128	CNG BUS, VIN #1N9APA9N2PC084111	844,471.27
			U003589	037-10128	CNG BUS, VIN #1N9APA9N4PC084112	844,471.27

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175464	3/26/2024	110534 EL DORADO NATIONAL	(Continued)			
			U003591	037-10128	CNG BUS, VIN #1N9APA9N6PC084113	844,471.27
			U003594	037-10128	CNG BUS, VIN #1N9APA9N8PC084114	844,471.27
			U003595	037-10128	CNG BUS, VIN #1N9APA9NXPC084115	844,471.27
					Total :	**5,079,326.62**
175465	3/26/2024	105418 EMPIRE CLEANING SUPPLY	S6331475		CUSTODIAL SUPPLIES	890.67
			S6331496		CUSTODIAL SUPPLIES	265.05
					Total :	**1,155.72**
175466	3/26/2024	105650 EWING IRRIGATION PRODUCTS	21658824		PARK MAINT SUPPLIES	105.41
			21659084		PARK MAINT SUPPLIES	399.24
			21676424		PARK MAINT SUPPLIES	177.94
					Total :	**682.59**
175467	3/26/2024	100055 FAIR HOUSING FOUNDATION	FEBRUARY 2024		FAIR HOUSING SERVICES	1,648.37
			JANUARY 2024		FAIR HOUSING SERVICES	1,664.62
					Total :	**3,312.99**
175468	3/26/2024	106129 FEDEX	8-432-09895		SHIPPING SERVICES	400.53
					Total :	**400.53**
175469	3/26/2024	106129 FEDEX	3270657961		SHIPPING SERVICES	326.52
			3270659291		SHIPPING SERVICES	290.52
					Total :	**617.04**
175470	3/26/2024	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2503382402		DRUG TEST/ADMIN FEE	292.38
					Total :	**292.38**
175471	3/26/2024	109315 FLEETCREW, INC.	53265		UNIT #45 DURATHON SERVICE	596.55
			53266		UNIT #46 DURATHON SERVICE	596.55
					Total :	**1,193.10**
175472	3/26/2024	106545 FLEETPRIDE, INC	110673462		BUS AUTO PARTS	63.48
					Total :	**63.48**
175473	3/26/2024	112329 FM THOMAS AIR CONDITIONING INC	46401		HVAC REPAIRS FOR RUSH GYM	881.76
			46402		HVAC REPAIRS FOR RUSH GYM	836.76

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175473	3/26/2024	112329 FM THOMAS AIR CONDITIONING INC	(Continued)			
			46403		HVAC REPAIRS FOR CITY HALL	1,579.57
			46404		HVAC MAINT SUPPLIES	382.50
					Total :	**3,680.59**
175474	3/26/2024	106465 FOX FIRST AID & SAFETY INC	72186		GTRANS PROGRAM SUPPLIES	396.46
					Total :	**396.46**
175475	3/26/2024	108183 GARDENA ACE HARDWARE	97418		STREET MAINT SUPPLIES	105.06
					Total :	**105.06**
175476	3/26/2024	107030 GARDENA AUTO PARTS	177753		PD AUTO PARTS	25.91
			177785		PD AUTO PARTS	51.69
			177955		PW AUTO PARTS	139.35
			178008		PW AUTO PARTS	150.20
			178329		PD AUTO PARTS	35.17
					Total :	**402.32**
175477	3/26/2024	107011 GARDENA VALLEY NEWS, INC.	00139598		NOTICE INVITING BIDS - ROSECRANS	1,792.00
			00139666		NOTICE INVITING BIDS	1,575.00
			00139839		NOTICE OF PUBLIC HEARING - ORDIN/	381.50
			00140055		NOTICE OF PUBLIC HEARING	210.00
			00140060		NOTICE OF PUBLIC HEARING	378.00
					Total :	**4,336.50**
175478	3/26/2024	105722 GARDENA YOUTH FOOTBALL &, CHEERLEAD	LOVE 23/24		COMMUNITY PROMOTIONS	500.00
					Total :	**500.00**
175479	3/26/2024	619005 GAS COMPANY, THE	030724		CNG FUEL	1,173.24
					Total :	**1,173.24**
175480	3/26/2024	619005 GAS COMPANY, THE	030524		GAS	59.91
					Total :	**59.91**
175481	3/26/2024	619004 GOLDEN STATE WATER CO.	030524		WATER	5,065.79
					Total :	**5,065.79**
175482	3/26/2024	102486 GOODPASTER, PATRICK	03/04-03/07		POST MGMT SEMINAR - MODUEL C	150.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175482	3/26/2024	102486 102486 GOODPASTER, PATRICK	(Continued)		**Total :**	**150.00**
175483	3/26/2024	107513 GRAINGER	9034768490		BUS FACILITY SUPPLIES	28.37
			9040964968		PW AUTO SUPPLIES	202.52
			9046896677		BUS FACILITY SUPPLIES	277.28
			9049909212		BUS FACILITY SUPPLIES	8.82
			9941242845		BUS FACILITY SUPPLIES	5.19
					Total :	**522.18**
175484	3/26/2024	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-14	024-00910	AQUATIC & SENIOR CENTER JN978	18,985.88
					Total :	**18,985.88**
175485	3/26/2024	110489 GYPSY SERVICES	16808		CANDLELIGHT ENTERTAINMENT SERV	450.00
					Total :	**450.00**
175486	3/26/2024	111484 HANNA, BROPHY, MACLEAN,, MCALEER & JEI	2193635		PROFESSIONAL SERVICES	100.00
			2199917		PROFESSIONAL SERVICES	100.00
					Total :	**200.00**
175487	3/26/2024	104944 HARTWILL, JANINA	02/28-03/01		CPRS CONFERENCE & EXPO - PER DIE	100.00
					Total :	**100.00**
175488	3/26/2024	112076 HERNANDEZ, ROSA	005 03/13/24		INTERN SERVICES - 02/29-03/13/24	1,344.00
					Total :	**1,344.00**
175489	3/26/2024	111549 HF & H CONSULTANTS, LLC	9720946	024-00970	CONSULTING SERVICES - SOLID WAST	9,239.00
					Total :	**9,239.00**
175490	3/26/2024	110371 HINDERLITER DE LLAMAS, & ASSOCIATES	SIN036380	023-01475	CONTRACT SERVICES - SALES TAX	2,403.85
					Total :	**2,403.85**
175491	3/26/2024	108434 HOME DEPOT CREDIT SERVICES	0283393		PARK MAINT SUPPLIES	-49.24
			0312731		PARK MAINT SUPPLIES	41.58
			0904790		PD PROGRAM SUPPLIES	10.92
			1520437		PARK MAINT SUPPLIES	206.90
			2520302		REC PROGRAM SUPPLIES	44.41
			3532186		REC PROGRAM SUPPLIES	22.21
			4320092		GTRANS MAINT SUPPLIES	88.89

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175491	3/26/2024	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			5030313		PARK MAINT SUPPLIES	152.99
			7041609		SIGNS/SIGNALS SUPPLIES	155.38
			7525953		PARK MAINT SUPPLIES	246.34
			9425132		REC PROGRAM SUPPLIES	166.01
					Total :	**1,086.39**
175492	3/26/2024	106633 HOUSE OF TROPHIES & AWARDS INC	34018		2024 FIVE STAR ROADEO TROPHIES	454.20
					Total :	**454.20**
175493	3/26/2024	104503 HP COMMUNICATIONS, INC.	PERMIT #17898		PERMIT DEPOSIT REFUND	3,000.00
					Total :	**3,000.00**
175494	3/26/2024	112781 INFINITE LOVE ANIMAL RESCUE	3302		COMMUNITY PROMOTION - EASTER BI	350.00
					Total :	**350.00**
175495	3/26/2024	107068 INLAND ENGINEERING SERVICES, INC.	PERMIT #15493		PERMIT DEPOSIT REFUND	1,500.00
					Total :	**1,500.00**
175496	3/26/2024	111593 INTER-CON SECURITY SYSTEMS INC	BD0302184	037-10312	GTRANS SECURITY SERVICES - FEBRI	6,846.32
					Total :	**6,846.32**
175497	3/26/2024	112768 INTERSTATE STRIPING, INC.	477	024-01035	NORMANDIE AVE SOUTH OF REDONDO	9,250.00
					Total :	**9,250.00**
175498	3/26/2024	110733 J & S PROPERTY MANAGEMENT AND, MAINTI	8145	037-10329	LANDSCAPE MAINTENANCE SERVICE	2,112.66
			8209	037-10334	LANDSCAPE MAINTENANCE SERVICE	2,112.66
					Total :	**4,225.32**
175499	3/26/2024	108579 J.D. FIELDS LUMBER COMPANY	10013		STREET MAINT SUPPLIES	87.22
					Total :	**87.22**
175500	3/26/2024	111750 JL GROUP LLC	BG24005	035-01281	PD INVESTIGATION SERVICES	3,120.00
					Total :	**3,120.00**
175501	3/26/2024	907309 JUNIPERO SERRA HIGH SCHOOL	FRANCIS 23/24		COMMUNITY PROMOTION	865.00
					Total :	**865.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175502	3/26/2024	109939 LA UNIFORMS & TAILORING	19808		PD UNIFORM SUPPLIES	57.27
			19838		PD UNIFORM SUPPLIES	91.45
			19839		PD UNIFORM SUPPLIES	392.27
			19840		PD UNIFORM SUPPLIES	403.29
			19841		PD UNIFORM SUPPLIES	397.78
			19843		PD UNIFORM SUPPLIES	392.27
			19844		PD UNIFROM SUPPLIES	392.27
			19845		PD UNIFORM SUPPLIES	403.29
			19846		PD UNIFORM SUPPLIES	397.78
			19869		PD UNIFORM SUPPLIES	137.76
			19915		PD UNIFORM SUPPLIES	75.96
			19927		PD UNIFORM SUPPLIES	60.58
			19928		PD UNIFORM SUPPLIES	75.96
			19942		PD UNIFORM SUPPLIES	30.76
			19965		PD UNIFORM SUPPLIES	75.96
			19999		PD UNIFORM SUPPLIES	30.76
			20051		PD UNIFORM SUPPLIES	418.84
			20052		PD UNIFORM SUPPLIES	418.84
			20083		PD UNIFORM SUPPLIES	182.90
			20114		PD UNIFORM SUPPLIES	352.46
			20610		PD UNIFORM SUPPLIES	196.02
			20611		PD UNIFORM SUPPLIES	196.02
			20612		PD UNIFORM SUPPLIES	196.02
			20640		PD UNIFORM SUPPLIES	196.02
			20674		PD UNIFORM SUPPLIES	196.02
			20701		PD UNIFORM SUPPLIES	231.53
			20732		PD UNIFORM SUPPLIES	199.33
					Total :	**6,199.41**
175503	3/26/2024	112614 LAX AUTO REPAIR	19408		2014 FORD INTRCPTR #1442350 OIL &	70.00
					Total :	**70.00**
175504	3/26/2024	109517 LOAD N' GO BUILDING MATERIALS	29032		STREET MAINT SUPPLIES	23.12
			29074		STREET MAINT SUPPLIES	178.62
			29178		STREET MAINT SUPPLIES	120.71
					Total :	**322.45**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175505	3/26/2024	105279 LOS ANGELES TRUCK CENTERS LLC	XA220547833:01		STREET SWEEPER SUPPLIES	1,769.23
			XA220558658		STREET SWEEPER SUPPLIES	133.39
					Total :	**1,902.62**
175506	3/26/2024	105020 LPM CONSULTING, INC.	24-02-995	037-10314	DRUG & ALCOHOL TESTING AUDIT	14,497.50
					Total :	**14,497.50**
175507	3/26/2024	109563 LUCKY LADY CASINO	0850000237		ECONOMIC ASSISTANCE - FEBRUARY	32,274.96
					Total :	**32,274.96**
175508	3/26/2024	112615 LU'S LIGHTHOUSE, INC.	01257457	037-10271	GTRANS SHOP SUPPLIES	625.81
					Total :	**625.81**
175509	3/26/2024	113301 M & K METAL CO.	360235		BLDG MAINT SUPPLIES	178.31
					Total :	**178.31**
175510	3/26/2024	105082 MAJESTIC LIGHTING, INC.	ML87105		GTRANS MAINT SUPPLIES	1,790.13
			ML87188		SIGNS/SIGNALS SUPPLIES	5.89
			ML87351		BLDG MAINT SUPPLIES	27.76
			ML87382		IT EQUIPMENT UPGRADE SUPPLIES	195.12
			ML87405		GTRANS MAINT SUPPLIES	49.06
			ML87415		GTRANS MAINT SUPPLIES	6.60
			ML87416		GTRANS MAINT SUPPLIES	31.29
					Total :	**2,105.85**
175511	3/26/2024	113036 MANERI SIGN CO., INC.	40015452		SIGNS - 72"X36" "WELCOME TO GARDE	319.57
			40015684		SIGNS - 48"X9" EXT HIP	98.48
			40015870		SIGN -36"X55" "WELCOME TO GARDEN	1,876.33
			40015880		SIGN - 42"X9 "GRAFFEO WAY 2100"	85.10
					Total :	**2,379.48**
175512	3/26/2024	813030 MANNING & KASS	783706		LEGAL SERVICES	2,750.00
					Total :	**2,750.00**
175513	3/26/2024	110306 MARIPOSA LANDSCAPES, INC	106691	024-00984	MEDIAN LANDSCAPE MAINTENANCE	8,864.00
					Total :	**8,864.00**
175514	3/26/2024	112524 MDG ASSOCIATES, INC.	18293	032-00150	CDBG ADMINISTRATION - FEBRUARY 2	6,894.75

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175514	3/26/2024	112524 MDG ASSOCIATES, INC.	(Continued)			
			18294	032-00150	CDBG HOUSING REHAB PROGRAM - F	7,273.00
					Total :	**14,167.75**
175515	3/26/2024	110659 MELIA HOMES	PERMIT #16911		PERMIT DEPOSIT REFUND- 13633 S VE	20,000.00
					Total :	**20,000.00**
175516	3/26/2024	110206 MICHELIN NORTH AMERICA, INC.	DA0057434222	037-10264	GTRANS' BUS TIRE LEASE SERVICES -	6,295.19
			DA0058165341	037-10264	GTRANS' BUS TIRE LEASE SERVICES -	6,492.12
					Total :	**12,787.31**
175517	3/26/2024	111604 MICRO ELECTRONICS, INC	12966871	023-01483	COMPUTER REPLACEMENT PARTS	6,783.64
					Total :	**6,783.64**
175518	3/26/2024	104152 MODEL 1 COMMERCIAL, VEHICLES, INC.	VA101002156	037-10267	2023 BRAUN PROMASTER 3500 VAN, V	184,163.04
					Total :	**184,163.04**
175519	3/26/2024	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	719762		PROPANE GAS	221.02
					Total :	**221.02**
175520	3/26/2024	105622 N/S CORPORATION	0121162	037-10249	GTRANS BUS WASH EQUIPMENT MAIN	1,862.50
					Total :	**1,862.50**
175521	3/26/2024	110685 NRM & ASSOCIATES	0016-2024	037-09847	PROJECT MANAGEMENT SERVICES F(	2,062.50
					Total :	**2,062.50**
175522	3/26/2024	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	82325889	023-01486	RANDOM TESTS	645.00
			82329537	023-01486	RANDOM TESTS	130.00
			82391117	023-01486	RANDOM TESTS	289.00
			92391127	023-01486	RANDOM TESTS	674.00
					Total :	**1,738.00**
175523	3/26/2024	115168 OFFICE DEPOT	351370280		BUS OFFICE SUPPLIES	180.78
			352007876		CT OFFICE SUPPLIES	215.94
			354283664		PD OFFICE SUPPLIES	58.76
			354781464		BUS OFFICE SUPPLIES	605.54
			354791876		BUS OFFICE SUPPLIES	38.08
			355695692		PD OFFICE SUPPLIES	137.39

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175523	3/26/2024	115168 OFFICE DEPOT	(Continued)			
			355699242		PD OFFICE SUPPLIES	51.99
			356123086		REC OFFICE SUPPLIES	62.83
			356589674		REC OFFICE SUPPLIES	121.16
			356589954		REC OFFICE SUPPLIES	7.16
			357031438		BUS OFFICE SUPPLIES	138.54
			358137622		FINANCE OFFICE SUPPLIES	106.96
			358138420		BUS OFFICE SUPPLIES	103.43
			358138500		FINANCE OFFICE SUPPLIES	87.11
			358819035		REC OFFICE SUPPLIES	89.27
					Total :	**2,004.94**
175524	3/26/2024	111676 ONYX PAVING COMPANY INC.	23-053-R		VERMONT AVE STREET IMPVTS, JN95	35,931.83
					Total :	**35,931.83**
175525	3/26/2024	115810 ORKIN PEST CONTROL	256385053		PEST CONTROL - ACCT #27336703	313.90
			257724947		PEST CONTROL - ACCT #27336703	313.99
					Total :	**627.89**
175526	3/26/2024	112771 PANIAGUA BUS REPAIR	1102	037-10335	BUS REPAIR FOR BUS #882	7,602.50
			1103	037-10335	BUS REPAIRS FOR BUS #882	517.43
					Total :	**8,119.93**
175527	3/26/2024	112784 PASTRANSO, JOSE MANUEL	PERMIT #50022-0156		PERMIT DEPOSIT REFUND - 13627 S B	7,500.00
					Total :	**7,500.00**
175528	3/26/2024	112470 PHILLIPS, BARBARA	66125936		REFUND - CASINO NIGHT TICKET	25.00
					Total :	**25.00**
175529	3/26/2024	102677 PROVIDENCE HEALTH & SERVICES	600000283 03/05/24		PRE-EMPLOYMENT PHYSICALS	690.00
					Total :	**690.00**
175530	3/26/2024	106092 PRUDENTIAL OVERALL SUPPLY	42910504.	034-00616	SUPPLY RENTAL - MATS - PD	7.40
			42913778	037-10280	UNIFORM & SUPPLY RENTAL	922.81
			42914158	034-00617	CUSTODIAL SUPPLIES	1,354.55
			42914159	034-00616	UNIFORM & SUPPLY RENTAL	159.44
				024-01006		
			42914160	034-00616	UNIFORM & SUPPLY RENTAL	34.86

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175530	3/26/2024	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
			42914161	034-00616	SUPPLY RENTAL - MATS - GTRANS	50.10
			42914162	034-00616	SUPPLY RENTAL - MATS - NCC	13.65
			42914163	034-00616	SUPPLY RENTAL - MATS - CH	19.00
			42914164	034-00616	SUPPLY RENTAL - MATS - PD	99.00
			42914165	034-00616	SUPPLY RENTAL - MATS - HS	11.60
			42915722	037-10280	UNIFORM & SUPPLY RENTAL	334.06
			42916064	034-00616	UNIFORM & SUPPLY RENTAL	159.44
				024-01006		
			42916065	034-00616	UNIFORM & SUPPLY RENTAL	34.86
			42916066	034-00616	SUPPLY RENTAL - MATS - GTRANS	50.10
			42917643	037-10280	UNIFORM & SUPPLY RENTAL	1,511.53
					Total :	**4,762.40**
175531	3/26/2024	107419 PULSAR	29721	037-10229	DESIGN & BRANDING OF NEW ON-DEM	2,134.75
					Total :	**2,134.75**
175532	3/26/2024	116721 PYRO SPECTACULARS	400	034-00642	4TH OF JULY FIREWORKS DISPLAY @	19,250.00
					Total :	**19,250.00**
175533	3/26/2024	103072 REACH	032430		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	**902.00**
175534	3/26/2024	118228 REGENTS OF THE UNIVERSITY OF, THE	11141912		CA MUNICIPAL LAW HANDBOOK 2023	556.36
					Total :	**556.36**
175535	3/26/2024	107953 RENTERIA, ADRIANNA	02/28-03/01		CPRS CONFERENCE & EXPO	266.16
					Total :	**266.16**
175536	3/26/2024	100836 RESOURCE BUILDING MATERIALS	3755673		STREET MAINT SUPPLIES	231.27
					Total :	**231.27**
175537	3/26/2024	112433 RIGHTWAY HEALTHCARE, INC	INV16220	023-01485	HEALTHCARE NAVIGATION SERVICES	1,816.75
			INV16753	023-01485	HEALTHCARE NAVIGATION SERVICES	1,826.50
					Total :	**3,643.25**
175538	3/26/2024	111867 RJM DESIGN GROUP	36120	034-00588	PARKS MASTER PLAN	15,193.10
			36193	034-00588	PARKS MASTER PLAN	15,068.74

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175538	3/26/2024	111867 RJM DESIGN GROUP	(Continued)			
			36237	034-00588	PARKS AND RECREATION MASTER PL/	6,737.60
			36271	024-00795	DESIGN & ENGINEERING - AQUATIC &	5,363.90
					Total :	**42,363.34**
175539	3/26/2024	112681 RJ'S CONSTRUCTION SUPPLIES	220000062689		TREE PROGRAM SUPPLIES	381.35
			220000064644		TREE PROGRAM SUPPLIES	198.43
					Total :	**579.78**
175540	3/26/2024	107146 ROADLINE PRODUCTS INC. U.S.A.	19652		PW SIGNS/SIGNALS SUPPLIES	424.85
					Total :	**424.85**
175541	3/26/2024	107551 RUIZ CONCRETE & PAVING INC	030524 RET		ARTERIAL IMPROVEMENT PROJECT JI	9,558.13
					Total :	**9,558.13**
175542	3/26/2024	119126 S.B.R.P.C.A.	04458	023-01469	FY 23-24 4TH QUARTER ASSESSMENT	403,961.03
					Total :	**403,961.03**
175543	3/26/2024	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	616		PW MAINT SUPPLIES	377.56
					Total :	**377.56**
175544	3/26/2024	119015 SAFETY-KLEEN CORPORATION	93754957		SERVICE AQUEOUS PARTS WASHER	1,188.89
					Total :	**1,188.89**
175545	3/26/2024	112327 SAMI'S REFEREES LLC	02/16-02/29/24		SPORT REFEREE SERVICES	220.00
			02/16-02/29/24.		SPORT REFEREE SERVICES	1,200.00
					Total :	**1,420.00**
175546	3/26/2024	119016 SAM'S CLUB	2799		PW DEPT SUPPLIES	97.24
					Total :	**97.24**
175547	3/26/2024	105934 SANTIN, STEPHANY	02/28-03/01		CPRS CONFERENCE & EXPO - PER DI	150.00
					Total :	**150.00**
175548	3/26/2024	100850 SAUCEDO, PRESCILLA	031224		REFUND - COUNTY OF LOS ANGELES	130.00
					Total :	**130.00**
175549	3/26/2024	105685 SCHNUR, DIANA	02/07-02/09		2024 LCW CONFERENCE - PER DIEM	100.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175549	3/26/2024	105685 SCHNUR, DIANA	(Continued)			
			02/20-02/23.		2024 PARMA CONFERENCE - PER DIEM	150.00
					Total :	**250.00**
175550	3/26/2024	104451 SELECT ADVANTAGE	10348658		PARATRANSIT OPERATOR ASSESSMEI	505.00
					Total :	**505.00**
175551	3/26/2024	107006 SHAMROCK COMPANIES	2753635		STREET MAIN SUPPLIES	286.10
					Total :	**286.10**
175552	3/26/2024	110731 SHAW HR CONSULTING, INC	010695		PROFESSIONAL SERVICES	962.50
					Total :	**962.50**
175553	3/26/2024	111865 SK ENTERPRISES	1236209		CNG BUSES REGISTRATION SERVICE	170.00
					Total :	**170.00**
175554	3/26/2024	119378 SMARDAN SUPPLY CO.	S4071094		BLDG MAINT SUPPLIES	103.54
			S4072606		BLDG MAINT SUPPLIES	92.52
					Total :	**196.06**
175555	3/26/2024	619003 SOUTHERN CALIFORNIA EDISON	031424		LIGHT & POWER	9,940.42
			031824		LIGHT & POWER	467.93
					Total :	**10,408.35**
175556	3/26/2024	104126 SPECTRUM	0027122031124		CABLE & BACKUP INTERNET SERVICE	4,175.49
					Total :	**4,175.49**
175557	3/26/2024	119594 STANLEY PEST CONTROL	COG 0224		PEST CONTROL SERVICE-2320 W 149T	117.00
			COG 0224-1		PEST CONTROL SERVICE - 1670 W 162	654.00
					Total :	**771.00**
175558	3/26/2024	109892 STANTEC CONSULTING SERVICES	2202607	037-10002	GTRANS DISPATCH AREA MODIFICATI(	2,109.75
					Total :	**2,109.75**
175559	3/26/2024	106889 SUIT, AMBER	02/28-03/01		CPRS CONFERENCE & EXPO - PER DIE	100.00
					Total :	**100.00**
175560	3/26/2024	219620 SWEENEY, NIKKI	02/28-03/01		CPRS CONFERENCE & EXPO - PER DIE	100.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175560	3/26/2024	219620 219620 SWEENEY, NIKKI	(Continued)		**Total :**	**100.00**
175561	3/26/2024	112505 T Y LIN INTERNATIONAL	102309005	037-10236	GRID PROJECT MANAGEMENT	585.65
			102312066	037-10236	GRID PROJECT MANAGEMENT	195.22
			102401025	037-10236	GRID PROJECT MANAGEMENT	585.65
					Total :	**1,366.52**
175562	3/26/2024	100609 TANK SPECIALISTS OF CALIFORNIA	33494		CERTIFIED DESIGNATED OPERATOR S	198.00
					Total :	**198.00**
175563	3/26/2024	107928 TELECOM LAW FIRM, P.C.	16834		PROFESSIONAL SERVICES - 1340 GAR	1,705.20
					Total :	**1,705.20**
175564	3/26/2024	110238 TIREHUB, LLC	40388549		TIRES - GY EAGLE RS A POLICE BW 10	811.91
					Total :	**811.91**
175565	3/26/2024	109775 TOMS TRUCK CENTER NORTH COUNTY	1329980	037-10281	GTRANS AUTO PARTS	101.71
			1330130	037-10281	GTRANS AUTO PARTS	2,120.21
			CM1324122A		GTRANS AUTO PARTS	-38.68
					Total :	**2,183.24**
175566	3/26/2024	106018 TRANE U.S. INC.	16244512		BUS FACILITY MAINT SUPPLIES	489.44
			16261818		BUS FACILITY MAINT SUPPLIES	343.94
			16330902		BUS FACILITY MAINT SUPPLIES	701.87
			314201934	037-10308	BUS FACILITY MAINT SUPPLIES	1,120.15
			314392035	037-10308	BUS FACILITY MAINT SUPPLIES	13,193.38
					Total :	**15,848.78**
175567	3/26/2024	111481 TRIO COMMUNITY MEALS, LLC	INV2230042238	034-00584	SENIOR FEEDING PROGRAM	5,703.76
			INV2230042635	034-00584	SENIOR FEEDING PROGRAM	1,915.98
			INV2230042636	034-00584	SENIOR FEEDING PROGRAM	4,099.60
			INV2230043115	034-00584	SENIOR FEEDING PROGRAM	6,259.77
					Total :	**17,979.11**
175568	3/26/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	OROZCO 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	3,272.96
			RECREATION 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	11,954.26
			ROMERO 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	503.12
			SANTIN 01/22/24		CAL CARD STATEMENT 12/23-01/22/24	9,383.50

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175568	3/26/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
				034-00637		
			SANTIN 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	4,104.26
			SANTOS 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	56.22
			SWEENEY 02/22/24		CAL CARD STATEMENT 01/23-02/22/24	4,402.57
					Total :	**33,676.89**
175569	3/26/2024	104692 ULINE	174969497	024-01041	PW PROGRAM SUPPLIES	2,448.92
			175487007		REC PROGRAM SUPPLIES	394.92
					Total :	**2,843.84**
175570	3/26/2024	121275 UNDERGROUND SERVICE ALERT, OF SC	220240286		NEWS TICKETS	132.50
			23-2424645		STATE REGULATORY COSTS - BILLABL	55.67
					Total :	**188.17**
175571	3/26/2024	103227 UNIPLAN ENGINEERING, INC.	800154-05	024-00981	CMI SERVICES - LOCAL STREET IMPR(	8,241.00
					Total :	**8,241.00**
175572	3/26/2024	122050 VERIZON WIRELESS	9957134155		PW CELL PHONE SERVICE	1,137.69
					Total :	**1,137.69**
175573	3/26/2024	105254 VISION TIRE	40067		PW VEHICLE TIRE SERVICES	25.00
					Total :	**25.00**
175574	3/26/2024	122435 VISTA PAINT CORPORATION	2024-365690-00		STREET MAINT SUPPLIES	675.94
			2024-365704-00		STREET MAINT SUPPLIES	16.68
					Total :	**692.62**
175575	3/26/2024	111719 WALLACE & ASSOCIATES, CONSULTING, INC	22731	037-10212	DISPATCH REMODELING PROJECT, JN	3,255.00
					Total :	**3,255.00**
175576	3/26/2024	108353 WALTERS WHOLESALE ELECTRIC CO	S124066226		SIGNS/SIGNALS MAINT SUPPLIES	767.34
			S124754952		PW SHOP SUPPLIES	304.13
			S125039763		SIGNS/SIGNALS MAINT SUPPLIES	144.43
			S125078286.002		SIGNS/SIGNALS MAINT SUPPLIES	798.81
			S125078286.003		SIGNS/SIGNALS MAINT SUPPLIES	144.02
					Total :	**2,158.73**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
175577	3/26/2024	110315 WELDIN, CHRISTINA	02/28-03/01		CPRS CONFERENCE & EXPO - PER DIE	100.00
					Total :	**100.00**
175578	3/26/2024	123350 WEST COAST SAND & GRAVEL, INC.	702013		STREET MAINT SUPPLIES	865.37
					Total :	**865.37**
175579	3/26/2024	112785 WEST COAST TREE SERVICE	PERMIT#16622		PERMIT DEPOSIT REFUND - 13124 ARI	500.00
					Total :	**500.00**
175580	3/26/2024	112694 WESTERN A/V	20241		COUNCIL CHAMBERS AV UPGRADE, JN	4,248.96
					Total :	**4,248.96**
175581	3/26/2024	112314 WESTERN ALLIED CORPORATION	913142		ANNUAL CHILLER MAINTENANCE	1,692.00
					Total :	**1,692.00**
175582	3/26/2024	119387 WEX BANK	95651722		FUEL PURCHASES	30.00
					Total :	**30.00**
175583	3/26/2024	123050 WILLIAMS SCOTSMAN, INC.	9020281899	035-01288	MODULAR BUILDING RENTAL CPX-804	2,279.27
					Total :	**2,279.27**
175584	3/26/2024	125001 YAMADA COMPANY, INC.	83951		PARK MAINT SUPPLIES	835.52
			83967		TREE MAINT SUPPLIES	285.67
			83980		PARK MAINT SUPPLIES	86.11
			83981		PARK MAINT SUPPLIES	19.84
					Total :	**1,227.14**

179 Vouchers for bank code : usb **Bank total :** **13,262,080.64**

179 Vouchers in this report **Total vouchers :** **13,262,080.64**

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: _____

Director of Administrative Services

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:

_____

_____ 03/26/2024

Mayor Date

_____ _____

Councilmember Date

_____ _____

Councilmember Date

Acknowledged:

_____ _____

Councilmember Date

_____ _____

Councilmember Date

CITY OF GARDENA

INVESTMENT REPORT

February 2024

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

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

City of Gardena Cons | Account #10647 | As of February 29, 2024

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

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

Custodian:

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

PORTFOLIO SUMMARY

City of Gardena Cons | Account #10647 | As of February 29, 2024

Portfolio Characteristics

Average Modified Duration	1.51
Average Coupon	4.01%
Average Purchase YTM	4.10%
Average Market YTM	4.88%
Average Quality	AA+
Average Final Maturity	0.77
Average Life	0.71

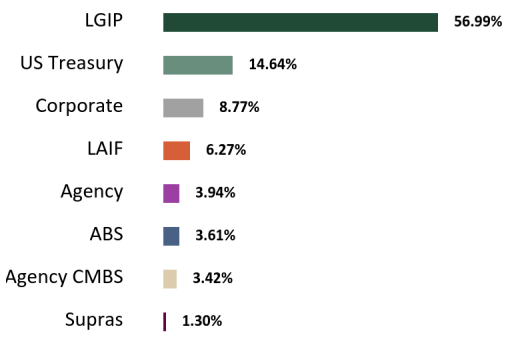
Account Summary

	Beg. Values as of 02/01/2024	End Values as of 02/29/2024
Market Value	86,937,747.95	86,855,638.03
Accrued Interest	189,833.77	183,668.46
Total Market Value	**87,127,581.73**	**87,039,306.49**
Income Earned	198,538.61	129,313.20
Cont/WD	0.00	0.00
Par	81,458,429.69	81,593,713.08
Book Value	87,482,727.77	87,619,368.48
Cost Value	87,599,451.09	87,702,371.44

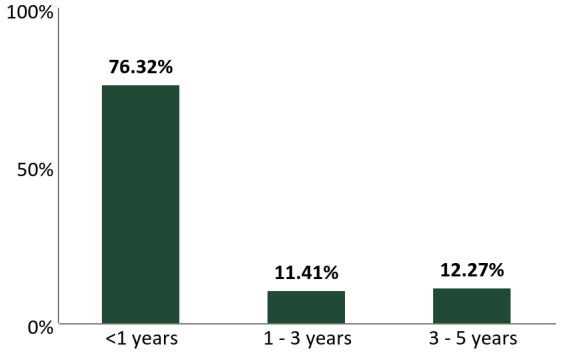
Top Issuers

California Asset Mgmt Program	49.25%
United States	14.64%
CalTrust	7.74%
LAIF	6.27%
FHLMC	3.42%
Farm Credit System	2.05%
Federal Home Loan Banks	1.52%
International Bank for Recon and Dev	0.83%

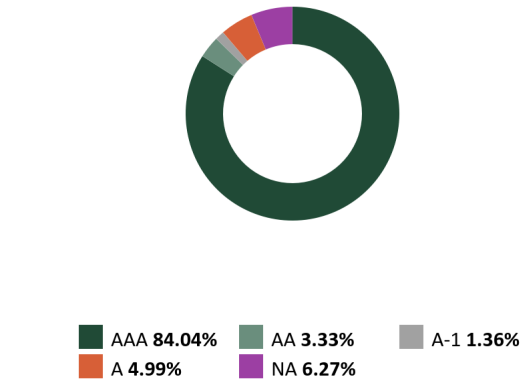
Sector Allocation



Maturity Distribution



Credit Quality



*See Footnote

The credit quality is a weighted average calculation of the highest of S&P, Moody's' and Fitch

RECONCILIATION SUMMARY

City of Gardena Cons | Account #10647 | As of February 29, 2024

Maturities / Calls

Month to Date	**(950,000.00)**
Fiscal Year to Date	**(1,500,000.00)**

Principal Paydowns

Month to Date	**(68,509.75)**
Fiscal Year to Date	**(140,460.07)**

Purchases

Month to Date	**2,188,991.54**
Fiscal Year to Date	**3,651,327.05**

Sales

Month to Date	**(1,038,645.43)**
Fiscal Year to Date	**(1,707,206.90)**

Interest Received

Month to Date	**132,080.27**
Fiscal Year to Date	**302,625.67**

Purchased / Sold Interest

Month to Date	**(243.91)**
Fiscal Year to Date	**1,034.41**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Book Value	87,482,727.77	87,301,622.66
Maturities/Calls	(950,000.00)	(1,500,000.00)
Principal Paydowns	(68,509.75)	(140,460.07)
Purchases	2,188,991.54	3,651,327.05
Sales	(1,038,645.43)	(1,707,206.90)
Change in Cash, Payables, Receivables	1,162.22	8,507.74
Amortization/Accretion	3,642.15	5,733.16
Realized Gain (Loss)	(0.02)	(155.16)
Ending Book Value	87,619,368.48	87,619,368.48

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Market Value	86,937,747.95	86,698,686.21
Maturities/Calls	(950,000.00)	(1,500,000.00)
Principal Paydowns	(68,509.75)	(140,460.07)
Purchases	2,188,991.54	3,651,327.05
Sales	(1,038,645.43)	(1,707,206.90)
Change in Cash, Payables, Receivables	1,162.22	8,507.74
Amortization/Accretion	3,642.15	5,733.16
Change in Net Unrealized Gain (Loss)	(218,750.63)	(160,794.00)
Realized Gain (Loss)	(0.02)	(155.16)
Ending Market Value	86,855,638.03	86,855,638.03

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of February 29, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
ABS									
05601XAC3	BMWLT 2022-1 A3 1.03 03/25/2025	5,438.91	01/11/2022 1.12%	5,438.10 5,438.71	99.70 2.74%	5,422.56 1.00	0.01% (16.15)	NA/AAA AAA	1.07 0.07
43813GAC5	HAROT 2021-1 A3 0.27 04/21/2025	7,843.03	02/17/2021 0.37%	7,842.89 7,843.02	99.25 4.44%	7,783.99 0.59	0.01% (59.03)	Aaa/NA AAA	1.14 0.21
02582JJT8	AMXCA 2022-2 A 3.39 05/15/2025	185,000.00	05/17/2022 3.42%	184,959.08 184,976.88	97.85 5.28%	181,026.53 278.73	0.21% (3,950.35)	NA/AAA AAA	1.21 1.60
47788UAC6	JDOT 2021 A3 0.36 09/15/2025	12,423.41	03/02/2021 1.11%	12,421.03 12,423.05	98.53 5.21%	12,240.77 1.99	0.01% (182.28)	Aaa/NA AAA	1.54 0.32
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	40,000.00	02/07/2023 5.43%	39,999.05 39,999.42	99.76 5.58%	39,905.51 34.40	0.05% (93.91)	Aaa/AAA NA	1.74 0.72
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	50,393.74	11/16/2021 0.89%	50,383.11 50,389.50	97.34 4.75%	49,054.53 12.32	0.06% (1,334.97)	Aaa/NA AAA	1.90 0.71
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	34,488.22	07/13/2021 0.52%	34,485.14 34,487.46	97.50 5.17%	33,625.38 7.97	0.04% (862.08)	Aaa/NA AAA	2.04 0.56
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	39,483.80	11/09/2021 0.95%	39,482.96 39,483.56	97.43 4.42%	38,468.44 12.46	0.04% (1,015.12)	NA/AAA AAA	2.13 0.74
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	140,848.64	02/15/2022 1.89%	140,827.45 140,838.66	97.57 4.82%	137,427.09 117.69	0.16% (3,411.58)	Aaa/AAA NA	2.21 0.86
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	105,000.00	08/15/2022 3.87%	104,993.74 104,996.82	98.53 5.11%	103,460.43 141.43	0.12% (1,536.40)	NA/AAA AAA	2.39 1.12
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	255,608.10	01/05/2023 4.81%	248,908.37 251,105.71	98.45 4.80%	251,656.73 136.75	0.29% 551.02	Aaa/AAA NA	2.49 0.98
47787JAC2	JDOT 2022 A3 0.36 09/15/2026	95,009.88	03/10/2022 2.34%	94,988.86 94,998.93	97.82 5.11%	92,940.60 97.97	0.11% (2,058.33)	Aaa/NA AAA	2.54 0.81
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	106,038.17	04/07/2022 3.09%	106,035.69 106,037.13	98.28 4.86%	104,213.02 138.09	0.12% (1,824.11)	Aaa/AAA NA	2.54 0.99
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	75,000.00	08/08/2023 5.38%	74,991.01 74,992.50	100.21 5.38%	75,160.61 123.29	0.09% 168.11	NA/AAA AAA	2.73 1.55
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	135,000.00	07/12/2022 3.77%	134,987.11 134,993.09	98.42 5.20%	132,863.64 224.40	0.15% (2,129.45)	Aaa/NA AAA	2.97 1.13
448979AD6	HART 2023-A A3 4.58 04/15/2027	155,000.00	04/04/2023 5.14%	154,984.87 154,988.22	99.02 5.18%	153,481.73 315.51	0.18% (1,506.49)	NA/AAA AAA	3.13 1.82
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	90,000.00	07/06/2022 3.93%	89,999.38 89,999.67	98.39 4.83%	88,550.37 136.50	0.10% (1,449.30)	Aaa/NA AAA	3.13 1.43

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	70,000.00	02/16/2023 5.09%	69,986.99 69,990.22	99.77 5.29%	69,840.55 98.00	0.08% (149.66)	Aaa/NA AAA	3.14 1.78
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	220,000.00	10/12/2022 3.29%	219,982.93 219,989.14	99.63 5.42%	219,182.74 497.69	0.25% (806.40)	Aaa/NA AAA	3.29 1.41
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	105,000.00	01/18/2023 4.56%	104,987.40 104,990.55	99.01 5.08%	103,960.37 210.47	0.12% (1,030.18)	NA/AAA AAA	3.71 1.94
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	115,000.00	04/04/2023 4.51%	114,996.84 114,997.42	98.91 4.99%	113,744.83 214.19	0.13% (1,252.59)	Aaa/AAA NA	3.97 2.37
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2028	125,000.00	06/07/2023 4.87%	124,988.91 124,990.52	99.84 5.08%	124,795.31 270.56	0.14% (195.21)	NA/AAA AAA	4.21 2.04
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	310,000.00	09/12/2023 5.40%	309,978.70 309,980.75	100.67 5.30%	312,075.08 755.02	0.36% 2,094.32	Aaa/NA AAA	4.21 2.37
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	340,000.00	09/07/2023 5.17%	339,905.75 339,914.42	100.59 5.00%	342,003.38 779.73	0.39% 2,088.97	NR/AAA AAA	4.54 2.32
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	340,000.00	09/12/2023 5.29%	339,984.80 339,986.17	100.76 5.00%	342,600.76 790.31	0.39% 2,614.59	NA/AAA AAA	4.54 2.32
Total ABS		**3,157,575.91**	**4.26%**	**3,150,540.18** **3,152,831.52**	**99.31** **5.08%**	**3,135,484.96** **5,397.04**	**3.61%** **(17,346.56)**	**Aaa/AAA** **AAA**	**3.29** **1.67**
AGENCY									
3130AT3H8	FEDERAL HOME LOAN BANKS 3.375 03/08/2024	460,000.00	08/25/2022 3.45%	459,448.00 459,993.10	99.96 6.10%	459,803.29 7,460.62	0.53% (189.81)	Aaa/AA+ AA+	0.02 0.02
3130A1XJ2	FEDERAL HOME LOAN BANKS 2.875 06/14/2024	155,000.00	03/24/2020 1.02%	167,010.95 155,817.87	99.28 5.38%	153,879.35 953.14	0.18% (1,938.51)	Aaa/AA+ AA+	0.29 0.28
3133ENKS8	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00	-- 1.59%	740,054.10 747,067.03	96.70 5.22%	725,231.79 1,289.06	0.83% (21,835.24)	Aaa/AA+ AA+	0.85 0.82
3133ENPG9	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025	415,000.00	02/10/2022 1.84%	413,891.95 414,645.83	96.91 5.21%	402,195.62 342.95	0.46% (12,450.21)	Aaa/AA+ AA+	0.96 0.92
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,877.58	93.23 4.77%	326,304.75 554.17	0.38% (23,572.84)	Aaa/AA+ AA+	1.69 1.64
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	700,000.00	03/21/2023 3.99%	715,799.00 712,795.88	100.55 4.37%	703,821.63 14,962.50	0.81% (8,974.26)	Aaa/AA+ AA+	4.03 3.57
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	650,000.00	12/28/2023 3.89%	660,575.50 660,208.01	99.82 4.32%	648,803.79 5,831.94	0.75% (11,404.23)	Aaa/AA+ AA+	4.79 4.25
Total Agency		**3,480,000.00**	**2.67%**	**3,506,419.00** **3,500,405.30**	**98.33** **4.96%**	**3,420,040.22** **31,394.39**	**3.94%** **(80,365.08)**	**Aaa/AA+** **AA+**	**2.21** **1.99**

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of February 29, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
AGENCY CMBS									
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	500,000.00	02/15/2023 4.65%	474,785.16 483,809.42	96.17 5.04%	480,830.80 1,143.75	0.55% (2,978.62)	Aaa/AA+ AAA	1.91 1.69
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	320,000.00	02/06/2024 4.48%	310,725.00 310,909.27	96.53 4.83%	308,910.24 914.67	0.36% (1,999.03)	Aaa/AA+ AAA	2.91 2.57
3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	500,000.00	08/22/2023 4.98%	470,429.69 474,014.54	95.57 4.78%	477,857.75 1,435.00	0.55% 3,843.21	Aaa/AA+ AAA	3.82 3.43
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	465,000.00	05/24/2023 4.27%	446,908.59 449,886.07	95.17 4.77%	442,542.27 1,298.12	0.51% (7,343.80)	Aaa/AA+ AAA	3.91 3.49
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	325,000.00	01/23/2024 4.45%	317,814.45 317,969.89	96.75 4.77%	314,429.83 1,063.29	0.36% (3,540.06)	Aaa/AA+ AA+	4.40 3.94
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	155,000.00	09/15/2023 4.86%	148,436.72 149,038.75	96.63 4.76%	149,771.01 503.75	0.17% 732.26	Aaa/AA+ AAA	4.49 4.00
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	297,000.00	12/07/2023 4.60%	289,783.83 290,118.49	97.20 4.68%	288,691.81 1,002.38	0.33% (1,426.68)	Aaa/AA+ AAA	4.57 4.07
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	315,000.00	10/03/2023 5.30%	270,973.83 274,585.35	88.97 4.81%	280,267.75 533.14	0.32% 5,682.40	Aaa/AA+ AAA	4.57 4.21
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	240,000.00	10/20/2023 5.34%	223,818.75 224,967.50	96.06 4.76%	230,545.99 756.00	0.27% 5,578.49	Aaa/AA+ AA+	4.65 4.12
Total Agency CMBS		**3,117,000.00**	**4.73%**	**2,953,676.02 2,975,299.29**	**95.46 4.82%**	**2,973,847.46 8,650.10**	**3.42% (1,451.83)**	**Aaa/AA+ AAA**	**3.73 3.34**
CASH									
CCYUSD	Receivable	2,134.30	-- 0.00%	2,134.30 2,134.30	1.00 0.00%	2,134.30 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	50,676.37	-- 0.00%	50,676.37 50,676.37	1.00 0.00%	50,676.37 0.00	0.06% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**52,810.67**	**0.00%**	**52,810.67 52,810.67**	**1.00 0.00%**	**52,810.67 0.00**	**0.06% 0.00**	**Aaa/AAA AAA**	**0.00 0.00**
COMMERCIAL PAPER									
62479LDC6	MUFG Bank, Ltd., New York Branch 04/12/2024	600,000.00	07/25/2023 5.86%	575,284.67 596,038.00	99.37 5.54%	596,206.80 0.00	0.69% 168.80	P-1/A-1 NA	0.12 0.11

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
Total Commercial Paper		**600,000.00**	**07/25/2023 5.86%**	**575,284.67 596,038.00**	**99.37 5.54%**	**596,206.80 0.00**	**0.69% 168.80**	**P-1/A-1 NA**	**0.12 0.11**
CORPORATE									
89114QCB2	TORONTO-DOMINION BANK 3.25 03/11/2024	500,000.00	-- 1.55%	523,124.00 500,229.90	99.95 5.85%	499,774.98 7,673.61	0.58% (454.92)	A1/A AA-	0.03 0.03
808513BN4	CHARLES SCHWAB CORP 0.75 03/18/2024	245,000.00	-- 0.58%	246,097.00 244,999.26	99.80 7.08%	244,497.75 831.98	0.28% (501.51)	A2/A- A	0.05 0.05
023135BW5	AMAZON.COM INC 0.45 05/12/2024	130,000.00	05/10/2021 0.50%	129,810.20 129,987.53	99.06 5.77%	128,783.59 177.12	0.15% (1,203.94)	A1/AA AA-	0.20 0.20
91324PEB4	UNITEDHEALTH GROUP INC 0.55 05/15/2024	500,000.00	11/24/2021 1.06%	493,760.00 499,478.84	99.01 5.70%	495,070.68 809.72	0.57% (4,408.17)	A2/A+ A	0.21 0.20
14913R2L0	CATERPILLAR FINANCIAL SERVICES CORP 0.45 05/17/2024	500,000.00	-- 0.66%	497,344.65 499,784.02	99.00 5.76%	494,985.42 650.00	0.57% (4,798.60)	A2/A A+	0.21 0.21
89236TJH9	TOYOTA MOTOR CREDIT CORP 0.5 06/18/2024	300,000.00	12/06/2021 1.07%	295,710.00 299,493.38	98.55 5.75%	295,655.84 304.17	0.34% (3,837.54)	A1/A+ A+	0.30 0.29
79466LAG9	SALESFORCE INC 0.625 07/15/2024	35,000.00	06/29/2021 0.64%	34,982.15 34,997.79	98.26 5.61%	34,390.97 27.95	0.04% (606.82)	A2/A+ NA	0.38 0.36
69371RR40	PACCAR FINANCIAL CORP 0.5 08/09/2024	80,000.00	08/03/2021 0.52%	79,956.80 79,993.65	97.92 5.66%	78,337.95 24.44	0.09% (1,655.71)	A1/A+ NA	0.44 0.43
78015K7C2	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00	-- 0.88%	524,067.75 504,521.91	97.83 5.64%	489,171.99 3,750.00	0.56% (15,349.92)	A1/A AA-	0.67 0.64
69371RR57	PACCAR FINANCIAL CORP 0.9 11/08/2024	175,000.00	11/02/2021 0.90%	174,989.50 174,998.64	97.05 5.42%	169,835.81 494.38	0.20% (5,162.83)	A1/A+ NA	0.69 0.67
46647PAH9	JPMORGAN CHASE & CO 3.22 03/01/2025	500,000.00	-- 1.03%	531,052.10 500,000.00	99.99 5.30%	499,958.94 8,050.00	0.58% (41.06)	A1/A- AA-	1.00 0.01
24422EWB1	JOHN DEERE CAPITAL CORP 2.125 03/07/2025	130,000.00	03/02/2022 2.14%	129,944.10 129,981.08	96.99 5.19%	126,083.17 1,335.21	0.15% (3,897.91)	A1/A A+	1.02 0.98
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	95,000.00	04/27/2022 3.46%	94,974.35 94,989.38	97.72 5.34%	92,834.82 691.92	0.11% (2,154.56)	A2/A- A	1.29 1.23
931142EW9	WALMART INC 3.9 09/09/2025	80,000.00	09/06/2022 3.92%	79,944.00 79,971.54	98.47 4.92%	78,775.14 1,490.67	0.09% (1,196.40)	Aa2/AA AA	1.53 1.43
437076CR1	HOME DEPOT INC 4.0 09/15/2025	110,000.00	09/12/2022 4.01%	109,960.40 109,979.58	98.42 4.99%	108,266.02 2,028.89	0.12% (1,713.56)	A2/A A	1.54 1.44

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
857477BR3	STATE STREET CORP 1.746 02/06/2026	90,000.00	02/02/2022 1.75%	90,000.00 90,000.00	96.40 5.79%	86,760.08 109.12	0.10% (3,239.92)	A1/A AA-	1.94 0.90
037833BY5	APPLE INC 3.25 02/23/2026	400,000.00	05/09/2023 4.05%	391,672.00 394,082.95	97.02 4.81%	388,075.42 288.89	0.45% (6,007.53)	Aaa/AA+ NA	1.99 1.88
61747YET8	MORGAN STANLEY 4.679 07/17/2026	175,000.00	07/18/2022 4.68%	175,000.00 175,000.00	98.93 6.10%	173,122.78 1,000.79	0.20% (1,877.22)	A1/A- A+	2.38 1.31
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	300,000.00	09/19/2023 5.61%	299,277.00 299,387.29	100.99 4.98%	302,966.81 598.65	0.35% 3,579.53	Aa1/A+ AA	2.47 2.20
931142ER0	WALMART INC 1.05 09/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,961.49	91.36 4.71%	36,542.38 191.33	0.04% (3,419.12)	Aa2/AA AA	2.55 2.45
63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	390,000.00	11/14/2023 5.25%	393,666.00 393,300.09	101.33 5.04%	395,200.37 7,219.33	0.46% 1,900.28	A2/A- A	2.71 2.37
89115A2V3	TORONTO-DOMINION BANK 5.264 12/11/2026	160,000.00	12/04/2023 5.26%	160,000.00 160,000.00	100.64 4.98%	161,019.40 1,871.64	0.19% 1,019.40	A1/A AA-	2.78 2.53
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	150,000.00	01/10/2024 4.88%	149,962.50 149,963.94	99.54 5.03%	149,309.84 853.12	0.17% (654.10)	A1/A AA-	2.89 2.64
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	170,000.00	02/21/2024 4.85%	169,779.00 169,779.81	100.08 4.80%	170,141.44 113.33	0.20% 361.63	A1/AA- NA	2.99 2.75
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	450,000.00	10/05/2022 4.70%	436,909.50 440,900.70	97.16 4.90%	437,213.67 5,550.00	0.50% (3,687.03)	A2/A+ A+	3.19 2.92
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	400,000.00	02/13/2023 4.44%	408,972.00 407,072.63	101.01 4.60%	404,055.61 880.00	0.47% (3,017.02)	A2/A A	3.96 3.49
57636QAW4	MASTERCARD INC 4.875 03/09/2028	290,000.00	04/19/2023 4.17%	298,833.40 297,247.92	101.12 4.50%	293,240.84 6,754.58	0.34% (4,007.08)	Aa3/A+ NA	4.02 3.47
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	300,000.00	09/06/2023 5.10%	282,801.00 284,574.62	95.65 4.91%	286,952.45 3,700.00	0.33% 2,377.84	A1/A WR	4.17 3.75
58933YBH7	MERCK & CO INC 4.05 05/17/2028	90,000.00	05/08/2023 4.07%	89,927.10 89,938.63	98.02 4.58%	88,215.73 1,053.00	0.10% (1,722.90)	A1/A+ NA	4.21 3.78
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	410,000.00	01/24/2024 4.64%	409,331.70 409,342.67	98.94 4.77%	405,646.69 1,624.06	0.47% (3,695.98)	A1/A+ NA	4.92 4.33
Total Corporate		**7,695,000.00**	**2.91%**	**7,741,772.60** **7,683,959.25**	**98.98** **5.30%**	**7,614,886.58** **60,147.91**	**8.77%** **(69,072.67)**	**A1/A** **A+**	**1.87** **1.60**
LAIF									

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
90LAIF$00	State Pool	5,448,657.71	-- 3.96%	5,448,657.71 5,448,657.71	1.00 3.96%	5,448,657.71 0.00	6.27% 0.00	NA/NA NA	0.00 0.00
Total LAIF		**5,448,657.71**	**3.96%**	**5,448,657.71 5,448,657.71**	**1.00 3.96%**	**5,448,657.71 0.00**	**6.27% 0.00**	**NA/NA NA**	**0.00 0.00**
LOCAL GOV INVESTMENT POOL									
09CATR$05	CalTrust MTF	689,795.80	-- 4.01%	6,927,604.87 6,927,604.87	9.75 4.01%	6,725,509.05 0.00	7.74% (202,095.82)	NA/AAAm NA	0.00
90CAMP$00	CAMP	7,773,973.06	-- 5.57%	7,773,973.06 7,773,973.06	1.00 5.57%	7,773,973.06 0.00	8.95% 0.00	NA/AAAm AAA	0.00
90CAMP$06	CAMP	35,000,000.00	12/31/2023 4.90%	35,000,000.00 35,000,000.00	1.00 4.90%	35,000,000.00 0.00	40.30% 0.00	NA/AAAm NA	0.00
Total Local Gov Investment Pool		**43,463,768.86**	**4.88%**	**49,701,577.93 49,701,577.93**	**2.19 4.88%**	**49,499,482.11 0.00**	**56.99% (202,095.82)**	**NA/ AAAm AAA**	**0.00**
MONEY MARKET FUND									
31846V203	FIRST AMER:GVT OBLG Y	273,899.93	-- 4.91%	273,899.93 273,899.93	1.00 4.91%	273,899.93 0.00	0.32% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		**273,899.93**	**4.91%**	**273,899.93 273,899.93**	**1.00 4.91%**	**273,899.93 0.00**	**0.32% 0.00**	**Aaa/ AAAm AAA**	**0.00 0.00**
SUPRANATIONAL									
459058GQ0	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 2.5 03/19/2024	225,000.00	01/26/2021 0.26%	240,736.50 225,247.17	99.88 6.10%	224,721.89 2,531.25	0.26% (525.28)	Aaa/AAA NA	0.05 0.05
4581X0DZ8	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	260,000.00	09/15/2021 0.52%	259,807.60 259,963.84	97.36 5.51%	253,131.62 570.56	0.29% (6,832.22)	Aaa/AAA NA	0.57 0.54
45950KCR9	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	160,000.00	07/12/2021 0.54%	164,304.00 160,828.25	97.59 5.46%	156,140.46 825.00	0.18% (4,687.79)	Aaa/AAA NA	0.63 0.61

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	250,000.00	11/28/2023 4.53%	239,372.50 239,952.41	96.43 4.44%	241,073.36 1,190.97	0.28% 1,120.95	Aaa/AAA NA	4.37 3.97
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	-- 4.97%	246,407.00 246,683.87	100.92 4.42%	252,296.07 963.54	0.29% 5,612.21	Aaa/AAA NA	4.42 3.95
Total Supranational		**1,145,000.00**	**2.33%**	**1,150,627.60 1,132,675.53**	**98.49 5.15%**	**1,127,363.40 6,081.32**	**1.30% (5,312.13)**	**Aaa/AAA NA**	**2.15 1.95**
US TREASURY									
912828W71	UNITED STATES TREASURY 2.125 03/31/2024	750,000.00	-- 0.67%	775,839.84 750,889.69	99.73 5.82%	747,969.93 6,662.40	0.86% (2,919.76)	Aaa/AA+ AA+	0.08 0.08
91282CBV2	UNITED STATES TREASURY 0.375 04/15/2024	500,000.00	-- 0.37%	500,162.11 500,005.75	99.39 5.84%	496,928.46 706.97	0.57% (3,077.28)	Aaa/AA+ AA+	0.13 0.12
912828WJ5	UNITED STATES TREASURY 2.5 05/15/2024	750,000.00	-- 1.12%	779,783.21 752,109.63	99.41 5.57%	745,576.17 5,511.68	0.86% (6,533.46)	Aaa/AA+ AA+	0.21 0.20
91282CCG4	UNITED STATES TREASURY 0.25 06/15/2024	400,000.00	06/17/2021 0.43%	397,890.63 399,795.43	98.54 5.59%	394,156.25 210.38	0.45% (5,639.18)	Aaa/AA+ AA+	0.29 0.29
912797GB7	UNITED STATES TREASURY 07/11/2024	600,000.00	02/26/2024 5.34%	588,412.50 588,670.00	98.11 4.91%	588,676.60 0.00	0.68% 6.60	P-1/A-1+ F1+	0.36 0.35
912828Y87	UNITED STATES TREASURY 1.75 07/31/2024	300,000.00	01/31/2020 1.36%	305,203.13 300,481.36	98.54 5.41%	295,628.91 432.69	0.34% (4,852.45)	Aaa/AA+ AA+	0.42 0.41
91282CCT6	UNITED STATES TREASURY 0.375 08/15/2024	400,000.00	08/25/2021 0.45%	399,109.38 399,862.92	97.80 5.40%	391,187.50 61.81	0.45% (8,675.42)	Aaa/AA+ AA+	0.46 0.45
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	750,000.00	11/18/2021 0.83%	748,125.00 749,555.29	96.96 5.25%	727,236.33 1,653.50	0.84% (22,318.96)	Aaa/AA+ AA+	0.71 0.69
912828Z52	UNITED STATES TREASURY 1.375 01/31/2025	750,000.00	02/17/2022 1.71%	742,822.27 747,762.79	96.70 5.13%	725,214.84 849.93	0.83% (22,547.95)	Aaa/AA+ AA+	0.92 0.89
912828ZF0	UNITED STATES TREASURY 0.5 03/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 349,704.70	95.30 5.02%	333,566.41 731.56	0.38% (16,138.29)	Aaa/AA+ AA+	1.08 1.05
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 363,432.10	94.39 4.98%	344,540.04 229.37	0.40% (18,892.06)	Aaa/AA+ AA+	1.25 1.22
9128284Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	-- 0.99%	800,092.78 769,478.80	97.03 4.86%	727,705.08 56.05	0.84% (41,773.72)	Aaa/AA+ AA+	1.50 1.44
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	550,000.00	06/23/2023 4.59%	545,982.42 547,170.52	99.20 4.76%	545,574.22 8,813.52	0.63% (1,596.30)	Aaa/AA+ AA+	1.63 1.52

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of February 29, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	-- 0.88%	734,730.47 743,517.73	92.77 4.79%	695,800.78 706.97	0.80% (47,716.94)	Aaa/AA+ AA+	1.75 1.70
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	750,000.00	02/25/2022 1.91%	760,078.13 755,133.63	95.38 4.65%	715,312.50 7,054.30	0.82% (39,821.13)	Aaa/AA+ AA+	2.08 1.98
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	250,000.00	10/14/2021 0.99%	257,148.44 253,439.63	93.86 4.62%	234,648.44 1,194.20	0.27% (18,791.19)	Aaa/AA+ AA+	2.21 2.12
912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	300,000.00	12/28/2021 1.24%	305,296.88 302,877.28	93.16 4.51%	279,492.19 2,037.91	0.32% (23,385.10)	Aaa/AA+ AA+	2.59 2.46
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	625,000.00	03/29/2022 2.55%	609,912.11 616,175.68	93.79 4.51%	586,206.06 3,674.45	0.67% (29,969.63)	Aaa/AA+ AA+	2.71 2.57
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	300,000.00	12/27/2023 4.02%	302,906.25 302,734.50	99.80 4.48%	299,390.62 2,761.27	0.34% (3,343.88)	Aaa/AA+ AA+	2.79 2.58
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	-- 2.90%	736,449.21 741,333.65	94.55 4.44%	709,160.16 7,838.11	0.82% (32,173.49)	Aaa/AA+ AA+	3.08 2.89
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	350,000.00	06/09/2022 3.08%	338,666.02 342,632.92	94.00 4.45%	328,986.33 2,443.51	0.38% (13,646.59)	Aaa/AA+ AA+	3.21 3.01
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	570,000.00	10/26/2022 4.19%	568,419.14 568,850.60	99.19 4.40%	565,391.01 9,829.00	0.65% (3,459.59)	Aaa/AA+ AA+	3.59 3.24
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	800,000.00	12/20/2022 3.84%	743,625.00 757,356.57	92.87 4.39%	742,968.75 5,291.21	0.86% (14,387.81)	Aaa/AA+ AA+	3.71 3.47
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	500,000.00	05/25/2023 3.98%	497,890.63 498,242.19	98.33 4.36%	491,640.62 3,246.91	0.57% (6,601.57)	Aaa/AA+ AA+	3.84 3.50
Total US Treasury		**13,160,000.00**	**2.07%**	**13,147,105.13 13,101,213.35**	**96.66 4.94%**	**12,712,958.20 71,997.70**	**14.64% (388,255.14)**	**Aaa/AA+ AA+**	**1.67 1.57**
Total Portfolio		**81,593,713.08**	**4.10%**	**87,702,371.44 87,619,368.48**	**36.83 4.88%**	**86,855,638.03 183,668.46**	**100.00% (763,730.45)**	**Aa2/AA+ AA**	**0.77 1.51**
Total Market Value + Accrued						**87,039,306.49**			

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of February 29, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	02/01/2024	31846V203	4,015.00	FIRST AMER:GVT OBLG Y	1.000	4.95%	(4,015.00)	0.00	(4,015.00)	0.00
Purchase	02/02/2024	31846V203	972.54	FIRST AMER:GVT OBLG Y	1.000	4.93%	(972.54)	0.00	(972.54)	0.00
Purchase	02/06/2024	31846V203	203,660.70	FIRST AMER:GVT OBLG Y	1.000	4.93%	(203,660.70)	0.00	(203,660.70)	0.00
Purchase	02/09/2024	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027	97.102	4.48%	(310,725.00)	(243.91)	(310,968.91)	0.00
Purchase	02/14/2024	31846V203	3,631.25	FIRST AMER:GVT OBLG Y	1.000	4.92%	(3,631.25)	0.00	(3,631.25)	0.00
Purchase	02/15/2024	31846V203	805,418.19	FIRST AMER:GVT OBLG Y	1.000	4.93%	(805,418.19)	0.00	(805,418.19)	0.00
Purchase	02/15/2024	31846V203	8,762.88	FIRST AMER:GVT OBLG Y	1.000	4.93%	(8,762.88)	0.00	(8,762.88)	0.00
Purchase	02/16/2024	31846V203	428.38	FIRST AMER:GVT OBLG Y	1.000	4.92%	(428.38)	0.00	(428.38)	0.00
Purchase	02/16/2024	31846V203	273.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(273.00)	0.00	(273.00)	0.00
Purchase	02/20/2024	31846V203	8,951.62	FIRST AMER:GVT OBLG Y	1.000	4.87%	(8,951.62)	0.00	(8,951.62)	0.00
Purchase	02/21/2024	31846V203	7,450.88	FIRST AMER:GVT OBLG Y	1.000	4.93%	(7,450.88)	0.00	(7,450.88)	0.00
Purchase	02/23/2024	31846V203	6,500.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(6,500.00)	0.00	(6,500.00)	0.00
Purchase	02/26/2024	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027	99.870	4.85%	(169,779.00)	0.00	(169,779.00)	0.00
Purchase	02/26/2024	31846V203	5,002.31	FIRST AMER:GVT OBLG Y	1.000	4.92%	(5,002.31)	0.00	(5,002.31)	0.00
Purchase	02/27/2024	912797GB7	600,000.00	UNITED STATES TREASURY 07/11/2024	98.069	5.34%	(588,412.50)	0.00	(588,412.50)	0.00
Purchase	02/29/2024		33,748.69	CAMP	1.000	0.00%	(33,748.69)	0.00	(33,748.69)	0.00
Purchase	02/29/2024		2,148.42	CalTrust MTF	9.750	0.00%	(20,947.10)	0.00	(20,947.10)	0.00
Purchase	02/29/2024	31846V203	10,312.50	FIRST AMER:GVT OBLG Y	1.000	4.93%	(10,312.50)	0.00	(10,312.50)	0.00
Total Purchase			**2,191,276.36**				**(2,188,991.54)**	**(243.91)**	**(2,189,235.45)**	**0.00**
TOTAL ACQUISITIONS			**2,191,276.36**				**(2,188,991.54)**	**(243.91)**	**(2,189,235.45)**	**0.00**
DISPOSITIONS										
Sale	02/09/2024	31846V203	(310,768.91)	FIRST AMER:GVT OBLG Y	1.000	4.93%	310,768.91	0.00	310,768.91	0.00
Sale	02/26/2024	31846V203	(139,464.02)	FIRST AMER:GVT OBLG Y	1.000	4.92%	139,464.02	0.00	139,464.02	0.00
Sale	02/27/2024	31846V203	(588,412.50)	FIRST AMER:GVT OBLG Y	1.000	4.92%	588,412.50	0.00	588,412.50	0.00
Total Sale			**(1,038,645.43)**				**1,038,645.43**	**0.00**	**1,038,645.43**	**0.00**
TOTAL DISPOSITIONS			**(1,038,645.43)**				**1,038,645.43**	**0.00**	**1,038,645.43**	**0.00**

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of February 29, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Coupon	02/01/2024	3137BNGT5	0.00	FHMS K-054 A2 2.745 01/25/2026		4.58%	1,143.75	0.00	1,143.75	0.00
Coupon	02/01/2024	3137FEBQ2	0.00	FHMS K-072 A2 3.444 12/25/2027		4.95%	1,435.00	0.00	1,435.00	0.00
Coupon	02/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028		4.25%	1,298.13	0.00	1,298.13	0.00
Coupon	02/01/2024	3137FHPJ6	0.00	FHMS K-080 A2 3.926 07/25/2028		4.45%	1,063.29	0.00	1,063.29	0.00
Coupon	02/01/2024	3137FJEH8	0.00	FHMS K-081 A2 3.9 08/25/2028		4.85%	503.75	0.00	503.75	0.00
Coupon	02/01/2024	3137FJXV6	0.00	FHMS K-083 A2 4.05 09/25/2028		4.60%	1,002.38	0.00	1,002.38	0.00
Coupon	02/01/2024	3137FJZ93	0.00	FHMS K-084 A2 3.78 10/25/2028		5.32%	756.00	0.00	756.00	0.00
Coupon	02/01/2024	3137H4BY5	0.00	FHMS K-746 A2 2.031 09/25/2028		5.26%	533.14	0.00	533.14	0.00
Coupon	02/01/2024	459058KW2	0.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		4.97%	4,015.00	0.00	4,015.00	0.00
Coupon	02/06/2024	594918BX1	0.00	MICROSOFT CORP 2.875 02/06/2024		2.88%	2,875.00	0.00	2,875.00	0.00
Coupon	02/06/2024	857477BR3	0.00	STATE STREET CORP 1.746 02/06/2026		1.75%	785.70	0.00	785.70	0.00
Coupon	02/09/2024	69371RR40	0.00	PACCAR FINANCIAL CORP 0.5 08/09/2024		0.52%	200.00	0.00	200.00	0.00
Coupon	02/14/2024	3133ENPG9	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025		1.84%	3,631.25	0.00	3,631.25	0.00
Coupon	02/15/2024	47788UAC6	0.00	JDOT 2021 A3 0.36 09/15/2025		0.37%	4.38	0.00	4.38	0.00
Coupon	02/15/2024	47789QAC4	0.00	JDOT 2021-B A3 0.52 03/16/2026		0.52%	16.92	0.00	16.92	0.00
Coupon	02/15/2024	89238JAC9	0.00	TAOT 2021-D A3 0.71 04/15/2026		0.71%	25.35	0.00	25.35	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of February 29, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	02/15/2024	43815BAC4	0.00	HAROT 2022-1 A3 1.88 05/15/2026		1.90%	236.44	0.00	236.44	0.00
Coupon	02/15/2024	47787JAC2	0.00	JDOT 2022 A3 0.36 09/15/2026		2.35%	198.77	0.00	198.77	0.00
Coupon	02/15/2024	89238FAD5	0.00	TAOT 2022-B A3 2.93 09/15/2026		2.95%	275.46	0.00	275.46	0.00
Coupon	02/15/2024	47800AAC4	0.00	JDOT 2022-B A3 3.74 02/16/2027		3.77%	420.75	0.00	420.75	0.00
Coupon	02/15/2024	47800BAC2	0.00	JDOT 2022-C A3 5.09 06/15/2027		5.15%	933.17	0.00	933.17	0.00
Coupon	02/15/2024	58770AAC7	0.00	MBART 2023-1 A3 4.51 11/15/2027		4.56%	394.62	0.00	394.62	0.00
Coupon	02/15/2024	448979AD6	0.00	HART 2023-A A3 4.58 04/15/2027		4.63%	591.58	0.00	591.58	0.00
Coupon	02/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028		5.23%	1,462.00	0.00	1,462.00	0.00
Coupon	02/15/2024	47787CAC7	0.00	JDOT 2023-C A3 5.48 05/15/2028		5.55%	1,415.67	0.00	1,415.67	0.00
Coupon	02/15/2024	912828B66	0.00	UNITED STATES TREASURY 2.75 02/15/2024		2.75%	10,312.50	0.00	10,312.50	0.00
Coupon	02/15/2024	91282CCT6	0.00	UNITED STATES TREASURY 0.375 08/15/2024		0.45%	750.00	0.00	750.00	0.00
Coupon	02/15/2024	438516CJ3	0.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		4.44%	9,900.00	0.00	9,900.00	0.00
Coupon	02/15/2024	02582JJZ4	0.00	AMXCA 2023-1 A 4.87 05/15/2028		4.92%	507.29	0.00	507.29	0.00
Coupon	02/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028		5.29%	1,481.83	0.00	1,481.83	0.00
Coupon	02/15/2024	02582JJT8	0.00	AMXCA 2022-2 A 3.39 05/15/2025		3.42%	522.63	0.00	522.63	0.00
Coupon	02/16/2024	36265WAD5	0.00	GMCAR 2022-3 A3 3.64 04/16/2027		3.67%	273.00	0.00	273.00	0.00
Coupon	02/16/2024	362583AD8	0.00	GMCAR 2023-2 A3 4.47 02/16/2028		4.51%	428.38	0.00	428.38	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of February 29, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	02/18/2024	43815PAC3	0.00	HAROT 2022-2 A3 3.73 07/20/2026		3.76%	326.37	0.00	326.37	0.00
Coupon	02/18/2024	06428CAA2	0.00	BANK OF AMERICA NA 5.526 08/18/2026		5.61%	8,289.00	0.00	8,289.00	0.00
Coupon	02/20/2024	379929AD4	0.00	GMALT 2023-3 A3 5.38 11/20/2026		5.45%	336.25	0.00	336.25	0.00
Coupon	02/21/2024	43813GAC5	0.00	HAROT 2021-1 A3 0.27 04/21/2025		0.27%	2.38	0.00	2.38	0.00
Coupon	02/21/2024	43815GAC3	0.00	HAROT 2021-4 A3 0.88 01/21/2026		0.90%	40.18	0.00	40.18	0.00
Coupon	02/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027		5.10%	294.00	0.00	294.00	0.00
Coupon	02/23/2024	037833BY5	0.00	APPLE INC 3.25 02/23/2026		4.05%	6,500.00	0.00	6,500.00	0.00
Coupon	02/25/2024	05601XAC3	0.00	BMWLT 2022-1 A3 1.03 03/25/2025		1.15%	12.25	0.00	12.25	0.00
Coupon	02/25/2024	05602RAD3	0.00	BMWOT 2022-A A3 3.21 08/25/2026		5.63%	733.88	0.00	733.88	0.00
Coupon	02/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025		5.22%	172.00	0.00	172.00	0.00
Coupon	02/29/2024	9128284Z0	0.00	UNITED STATES TREASURY 2.75 08/31/2025		0.99%	10,312.50	0.00	10,312.50	0.00
Total Coupon			**0.00**				**76,411.94**	**0.00**	**76,411.94**	**0.00**
Dividend	02/29/2024	31846V203	0.00	FIRST AMER:GVT OBLG Y		4.93%	37.01	0.00	37.01	0.00
Dividend	02/29/2024		0.00	CAMP		0.00%	33,748.69	0.00	33,748.69	0.00
Dividend	02/29/2024		0.00	CalTrust MTF		0.00%	20,947.10	0.00	20,947.10	0.00
Dividend	02/29/2024		0.00	State Pool		0.00%	0.02	0.00	0.02	0.00
Total Dividend			**0.00**				**54,732.82**	**0.00**	**54,732.82**	**0.00**
Maturity	02/06/2024	594918BX1	(200,000.00)	MICROSOFT CORP 2.875 02/06/2024	100.000	2.88%	200,000.00	0.00	200,000.00	0.00
Maturity	02/15/2024	912828B66	(750,000.00)	UNITED STATES TREASURY 2.75 02/15/2024	100.000	2.75%	750,000.00	0.00	750,000.00	0.00
Total Maturity			**(950,000.00)**				**950,000.00**	**0.00**	**950,000.00**	**0.00**
Principal Paydown	02/15/2024	47788UAC6	2,176.56	JDOT 2021 A3 0.36 09/15/2025		0.37%	2,176.56	--	2,176.56	(0.00)

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of February 29, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Principal Paydown	02/15/2024	47789QAC4	4,550.72	JDOT 2021-B A3 0.52 03/16/2026		0.52%	4,550.72	--	4,550.72	(0.00)
Principal Paydown	02/15/2024	89238JAC9	3,354.62	TAOT 2021-D A3 0.71 04/15/2026		0.71%	3,354.62	--	3,354.62	(0.00)
Principal Paydown	02/15/2024	43815BAC4	10,069.51	HAROT 2022-1 A3 1.88 05/15/2026		1.90%	10,069.51	--	10,069.51	(0.00)
Principal Paydown	02/15/2024	47787JAC2	7,801.21	JDOT 2022 A3 0.36 09/15/2026		2.35%	7,801.21	--	7,801.21	(0.00)
Principal Paydown	02/15/2024	89238FAD5	6,779.09	TAOT 2022-B A3 2.93 09/15/2026		2.95%	6,779.09	--	6,779.09	(0.00)
Principal Paydown	02/21/2024	43813GAC5	2,717.99	HAROT 2021-1 A3 0.27 04/21/2025		0.27%	2,717.99	--	2,717.99	(0.00)
Principal Paydown	02/21/2024	43815GAC3	4,396.33	HAROT 2021-4 A3 0.88 01/21/2026		0.90%	4,396.33	--	4,396.33	0.00
Principal Paydown	02/25/2024	05601XAC3	7,923.71	BMWLT 2022-1 A3 1.03 03/25/2025		1.15%	7,923.71	--	7,923.71	(0.00)
Principal Paydown	02/25/2024	05602RAD3	18,740.01	BMWOT 2022-A A3 3.21 08/25/2026		5.63%	18,740.01	--	18,740.01	(0.00)
Total Principal Paydown			**68,509.75**				**68,509.75**	**--**	**68,509.75**	**(0.02)**
TOTAL OTHER TRANSACTIONS			**(881,490.25)**				**1,149,654.51**	**0.00**	**1,149,654.51**	**(0.02)**

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENTS						
31846V203	FIRST AMER:GVT OBLG Y	273,899.93	247,166.11 1,065,379.25 (1,038,645.43) 273,899.93	0.00 972.54 0.00 972.54	0.00 0.00 0.00 972.54	972.54
CCYUSD	Receivable	52,810.67	51,648.45 0.00 0.00 52,810.67	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Cash & Equivalents		**326,710.60**	**298,814.56** **1,065,379.25** **(1,038,645.43)** **326,710.60**	**0.00** **972.54** **0.00** **972.54**	**0.00** **0.00** **0.00** **972.54**	**972.54**
FIXED INCOME						
023135BW5	AMAZON.COM INC 0.45 05/12/2024	05/10/2021 05/12/2021 130,000.00	129,982.51 0.00 0.00 129,987.53	128.38 0.00 177.12 48.75	5.02 0.00 5.02 53.77	53.77
02582JJT8	AMXCA 2022-2 A 3.39 05/15/2025	05/17/2022 05/24/2022 185,000.00	184,976.31 0.00 0.00 184,976.88	278.73 522.63 278.73 522.63	0.57 0.00 0.57 523.20	523.20
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2028	06/07/2023 06/14/2023 125,000.00	124,990.34 0.00 0.00 124,990.52	270.56 507.29 270.56 507.29	0.18 0.00 0.18 507.47	507.47
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	09/12/2023 09/19/2023 340,000.00	339,985.93 0.00 0.00 339,986.17	790.31 1,481.83 790.31 1,481.83	0.24 0.00 0.24 1,482.07	1,482.07
037833BY5	APPLE INC 3.25 02/23/2026	05/09/2023 05/11/2023 400,000.00	393,845.94 0.00 0.00 394,082.95	5,705.56 6,500.00 288.89 1,083.33	237.01 0.00 237.01 1,320.34	1,320.34

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	02/07/2023 02/15/2023 40,000.00	39,999.39 0.00 0.00 39,999.42	34.40 172.00 34.40 172.00	0.03 0.00 0.03 172.03	172.03
05601XAC3	BMWLT 2022-1 A3 1.03 03/25/2025	01/11/2022 01/19/2022 5,438.91	13,362.08 0.00 (7,923.71) 5,438.71	2.45 12.25 1.00 10.80	0.34 0.00 0.34 11.13	11.13
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	01/05/2023 01/09/2023 255,608.10	269,361.12 0.00 (18,740.01) 251,105.71	146.78 733.88 136.75 723.85	484.61 0.00 484.61 1,208.46	1,208.46
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	09/19/2023 09/21/2023 300,000.00	299,367.55 0.00 0.00 299,387.29	7,506.15 8,289.00 598.65 1,381.50	19.74 0.00 19.74 1,401.24	1,401.24
14913R2L0	CATERPILLAR FINANCIAL SERVICES CORP 0.45 05/17/2024	500,000.00	499,702.67 0.00 0.00 499,784.02	462.50 0.00 650.00 187.50	81.34 0.00 81.34 268.84	268.84
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	09/07/2023 09/15/2023 340,000.00	339,912.92 0.00 0.00 339,914.42	779.73 1,462.00 779.73 1,462.00	1.50 0.00 1.50 1,463.50	1,463.50
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	02/21/2024 02/26/2024 170,000.00	0.00 169,779.00 0.00 169,779.81	0.00 0.00 113.33 113.33	0.81 0.00 0.81 114.14	114.14
24422EWB1	JOHN DEERE CAPITAL CORP 2.125 03/07/2025	03/02/2022 03/07/2022 130,000.00	129,979.60 0.00 0.00 129,981.08	1,105.00 0.00 1,335.21 230.21	1.48 0.00 1.48 231.69	231.69
3130A1XJ2	FEDERAL HOME LOAN BANKS 2.875 06/14/2024	03/24/2020 03/25/2020 155,000.00	156,043.75 0.00 0.00 155,817.87	581.79 0.00 953.14 371.35	0.00 (225.89) (225.89) 145.47	145.47

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3130AT3H8	FEDERAL HOME LOAN BANKS 3.375 03/08/2024	08/25/2022 08/26/2022 460,000.00	459,964.51 0.00 0.00 459,993.10	6,166.88 0.00 7,460.62 1,293.75	28.59 0.00 28.59 1,322.34	1,322.34
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	03/21/2023 03/22/2023 700,000.00	713,048.32 0.00 0.00 712,795.88	12,337.50 0.00 14,962.50 2,625.00	0.00 (252.44) (252.44) 2,372.56	2,372.56
3133ENKS8	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00	746,793.53 0.00 0.00 747,067.03	585.94 0.00 1,289.06 703.12	273.49 0.00 273.49 976.62	976.62
3133ENPG9	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025	02/10/2022 02/15/2022 415,000.00	414,616.48 0.00 0.00 414,645.83	3,368.99 3,631.25 342.95 605.21	29.35 0.00 29.35 634.55	634.55
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	12/28/2023 12/29/2023 650,000.00	660,377.17 0.00 0.00 660,208.01	3,529.86 0.00 5,831.94 2,302.08	0.00 (169.16) (169.16) 2,132.92	2,132.92
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,871.82 0.00 0.00 349,877.58	408.33 0.00 554.17 145.83	5.76 0.00 5.76 151.60	151.60
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	02/15/2023 02/21/2023 500,000.00	483,109.68 0.00 0.00 483,809.42	1,143.75 1,143.75 1,143.75 1,143.75	699.74 0.00 699.74 1,843.49	1,843.49
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	02/06/2024 02/09/2024 320,000.00	0.00 310,725.00 0.00 310,909.27	0.00 (243.91) 914.67 670.76	184.27 0.00 184.27 855.03	855.03
3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	08/22/2023 08/25/2023 500,000.00	473,464.49 0.00 0.00 474,014.54	1,435.00 1,435.00 1,435.00 1,435.00	550.06 0.00 550.06 1,985.06	1,985.06

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	05/24/2023 05/30/2023 465,000.00	449,573.22 0.00 0.00 449,886.07	1,298.12 1,298.13 1,298.12 1,298.13	312.85 0.00 312.85 1,610.98	1,610.98
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	01/23/2024 01/26/2024 325,000.00	317,841.10 0.00 0.00 317,969.89	1,063.29 1,063.29 1,063.29 1,063.29	128.79 0.00 128.79 1,192.08	1,192.08
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	09/15/2023 09/20/2023 155,000.00	148,931.64 0.00 0.00 149,038.75	503.75 503.75 503.75 503.75	107.11 0.00 107.11 610.86	610.86
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	12/07/2023 12/12/2023 297,000.00	289,997.18 0.00 0.00 290,118.49	1,002.38 1,002.38 1,002.38 1,002.38	121.32 0.00 121.32 1,123.70	1,123.70
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	10/20/2023 10/25/2023 240,000.00	224,707.24 0.00 0.00 224,967.50	756.00 756.00 756.00 756.00	260.26 0.00 260.26 1,016.26	1,016.26
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	10/03/2023 10/06/2023 315,000.00	273,872.87 0.00 0.00 274,585.35	533.14 533.14 533.14 533.14	712.48 0.00 712.48 1,245.62	1,245.62
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	04/04/2023 04/12/2023 115,000.00	114,997.37 0.00 0.00 114,997.42	214.19 428.38 214.19 428.38	0.05 0.00 0.05 428.43	428.43
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	07/06/2022 07/13/2022 90,000.00	89,999.66 0.00 0.00 89,999.67	136.50 273.00 136.50 273.00	0.01 0.00 0.01 273.01	273.01
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	08/08/2023 08/16/2023 75,000.00	74,992.28 0.00 0.00 74,992.50	123.29 336.25 123.29 336.25	0.22 0.00 0.22 336.47	336.47

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
437076CR1	HOME DEPOT INC 4.0 09/15/2025	09/12/2022 09/19/2022 110,000.00	109,978.53 0.00 0.00 109,979.58	1,662.22 0.00 2,028.89 366.67	1.05 0.00 1.05 367.72	367.72
43813GAC5	HAROT 2021-1 A3 0.27 04/21/2025	02/17/2021 02/24/2021 7,843.03	10,561.01 0.00 (2,717.99) 7,843.02	0.79 2.38 0.59 2.18	0.01 0.00 0.01 2.18	2.18
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	02/15/2022 02/23/2022 140,848.64	150,907.08 0.00 (10,069.51) 140,838.66	126.10 236.44 117.69 228.03	1.10 0.00 1.10 229.12	229.12
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	11/16/2021 11/24/2021 50,393.74	54,785.27 0.00 (4,396.33) 50,389.50	13.39 40.18 12.32 39.11	0.56 0.00 0.56 39.67	39.67
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	02/16/2023 02/24/2023 70,000.00	69,989.97 0.00 0.00 69,990.22	98.00 294.00 98.00 294.00	0.25 0.00 0.25 294.25	294.25
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	08/15/2022 08/24/2022 105,000.00	104,996.72 0.00 0.00 104,996.82	141.43 326.37 141.43 326.37	0.11 0.00 0.11 326.48	326.48
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	02/13/2023 02/15/2023 400,000.00	407,217.58 0.00 0.00 407,072.63	9,130.00 9,900.00 880.00 1,650.00	0.00 (144.95) (144.95) 1,505.05	1,505.05
448979AD6	HART 2023-A A3 4.58 04/15/2027	04/04/2023 04/12/2023 155,000.00	154,987.92 0.00 0.00 154,988.22	315.51 591.58 315.51 591.58	0.30 0.00 0.30 591.88	591.88
4581X0DZ8	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	09/15/2021 09/23/2021 260,000.00	259,958.75 0.00 0.00 259,963.84	462.22 0.00 570.56 108.33	5.09 0.00 5.09 113.42	113.42

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
459058GQ0	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 2.5 03/19/2024	01/26/2021 01/28/2021 225,000.00	225,645.39 0.00 0.00 225,247.17	2,062.50 0.00 2,531.25 468.75	0.00 (398.22) (398.22) 70.53	70.53
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	11/28/2023 11/30/2023 250,000.00	239,769.61 0.00 0.00 239,952.41	461.81 0.00 1,190.97 729.17	182.80 0.00 182.80 911.96	911.96
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	246,624.28 0.00 0.00 246,683.87	4,014.76 4,015.00 963.54 963.78	59.58 0.00 59.58 1,023.37	1,023.37
45950KCR9	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	07/12/2021 07/14/2021 160,000.00	160,933.14 0.00 0.00 160,828.25	641.67 0.00 825.00 183.33	0.00 (104.89) (104.89) 78.45	78.45
46647PAH9	JPMORGAN CHASE & CO 3.22 03/01/2025	500,000.00	500,861.45 0.00 0.00 500,000.00	6,708.33 0.00 8,050.00 1,341.67	0.00 (861.45) (861.45) 480.22	480.22
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	09/12/2023 09/19/2023 310,000.00	309,980.39 0.00 0.00 309,980.75	755.02 1,415.67 755.02 1,415.67	0.36 0.00 0.36 1,416.03	1,416.03
47787JAC2	JDOT 2022 A3 0.36 09/15/2026	03/10/2022 03/16/2022 95,009.88	102,798.88 0.00 (7,801.21) 94,998.93	106.01 198.77 97.97 190.73	1.27 0.00 1.27 192.00	192.00
47788UAC6	JDOT 2021 A3 0.36 09/15/2025	03/02/2021 03/10/2021 12,423.41	14,599.52 0.00 (2,176.56) 12,423.05	2.34 4.38 1.99 4.03	0.09 0.00 0.09 4.12	4.12
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	07/13/2021 07/21/2021 34,488.22	39,038.05 0.00 (4,550.72) 34,487.46	9.02 16.92 7.97 15.87	0.13 0.00 0.13 16.00	16.00

INCOME EARNED

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47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	07/12/2022 07/20/2022 135,000.00	134,992.90 0.00 0.00 134,993.09	224.40 420.75 224.40 420.75	0.19 0.00 0.19 420.94	420.94
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	10/12/2022 10/19/2022 220,000.00	219,988.88 0.00 0.00 219,989.14	497.69 933.17 497.69 933.17	0.26 0.00 0.26 933.43	933.43
57636QAW4	MASTERCARD INC 4.875 03/09/2028	04/19/2023 04/21/2023 290,000.00	297,393.88 0.00 0.00 297,247.92	5,576.46 0.00 6,754.58 1,178.12	0.00 (145.97) (145.97) 1,032.16	1,032.16
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	01/18/2023 01/25/2023 105,000.00	104,990.35 0.00 0.00 104,990.55	210.47 394.62 210.47 394.62	0.20 0.00 0.20 394.82	394.82
58933YBH7	MERCK & CO INC 4.05 05/17/2028	05/08/2023 05/17/2023 90,000.00	89,937.47 0.00 0.00 89,938.63	749.25 0.00 1,053.00 303.75	1.16 0.00 1.16 304.91	304.91
594918BX1	MICROSOFT CORP 2.875 02/06/2024	03/05/2020 03/09/2020 0.00	200,000.00 0.00 (200,000.00) 0.00	2,795.14 2,875.00 0.00 79.86	0.00 0.00 0.00 79.86	79.86
61747YET8	MORGAN STANLEY 4.679 07/17/2026	07/18/2022 07/20/2022 175,000.00	175,000.00 0.00 0.00 175,000.00	318.43 0.00 1,000.79 682.35	0.00 0.00 0.00 682.35	682.35
62479LDC6	MUFG Bank, Ltd., New York Branch 04/12/2024	07/25/2023 07/25/2023 600,000.00	593,302.33 0.00 0.00 596,038.00	0.00 0.00 0.00 0.00	2,735.67 0.00 2,735.67 2,735.67	2,735.67
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	04/27/2022 05/04/2022 95,000.00	94,988.73 0.00 0.00 94,989.38	418.79 0.00 691.92 273.12	0.65 0.00 0.65 273.78	273.78

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	11/14/2023 11/16/2023 390,000.00	393,400.20 0.00 0.00 393,300.09	5,399.33 0.00 7,219.33 1,820.00	0.00 (100.11) (100.11) 1,719.89	1,719.89
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	10/05/2022 10/07/2022 450,000.00	440,674.19 0.00 0.00 440,900.70	4,050.00 0.00 5,550.00 1,500.00	226.51 0.00 226.51 1,726.51	1,726.51
69371RR40	PACCAR FINANCIAL CORP 0.5 08/09/2024	08/03/2021 08/09/2021 80,000.00	79,992.51 0.00 0.00 79,993.65	191.11 200.00 24.44 33.33	1.14 0.00 1.14 34.48	34.48
69371RR57	PACCAR FINANCIAL CORP 0.9 11/08/2024	11/02/2021 11/08/2021 175,000.00	174,998.48 0.00 0.00 174,998.64	363.12 0.00 494.38 131.25	0.16 0.00 0.16 131.41	131.41
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	01/24/2024 01/31/2024 410,000.00	409,332.07 0.00 0.00 409,342.67	52.39 0.00 1,624.06 1,571.67	10.61 0.00 10.61 1,582.27	1,582.27
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	09/06/2023 09/08/2023 300,000.00	284,280.70 0.00 0.00 284,574.62	2,775.00 0.00 3,700.00 925.00	293.91 0.00 293.91 1,218.91	1,218.91
78015K7C2	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00	505,057.16 0.00 0.00 504,521.91	2,812.50 0.00 3,750.00 937.50	0.00 (535.25) (535.25) 402.25	402.25
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	01/10/2024 01/19/2024 150,000.00	149,962.94 0.00 0.00 149,963.94	243.75 0.00 853.12 609.38	0.99 0.00 0.99 610.37	610.37
79466LAG9	SALESFORCE INC 0.625 07/15/2024	06/29/2021 07/12/2021 35,000.00	34,997.32 0.00 0.00 34,997.79	9.72 0.00 27.95 18.23	0.47 0.00 0.47 18.70	18.70

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
808513BN4	CHARLES SCHWAB CORP 0.75 03/18/2024	245,000.00	245,017.52 0.00 0.00 244,999.26	678.85 0.00 831.98 153.12	1.26 (19.51) (18.26) 134.87	134.87
857477BR3	STATE STREET CORP 1.746 02/06/2026	02/02/2022 02/07/2022 90,000.00	90,000.00 0.00 0.00 90,000.00	763.88 785.70 109.12 130.95	0.00 0.00 0.00 130.95	130.95
89114QCB2	TORONTO-DOMINION BANK 3.25 03/11/2024	500,000.00	500,896.60 0.00 0.00 500,229.90	6,319.44 0.00 7,673.61 1,354.17	0.00 (666.70) (666.70) 687.46	687.46
89115A2V3	TORONTO-DOMINION BANK 5.264 12/11/2026	12/04/2023 12/11/2023 160,000.00	160,000.00 0.00 0.00 160,000.00	1,169.78 0.00 1,871.64 701.87	0.00 0.00 0.00 701.87	701.87
89236TJH9	TOYOTA MOTOR CREDIT CORP 0.5 06/18/2024	12/06/2021 12/08/2021 300,000.00	299,358.59 0.00 0.00 299,493.38	179.17 0.00 304.17 125.00	134.79 0.00 134.79 259.79	259.79
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	04/07/2022 04/13/2022 106,038.17	112,816.13 0.00 (6,779.09) 106,037.13	146.91 275.46 138.09 266.63	0.10 0.00 0.10 266.73	266.73
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	11/09/2021 11/15/2021 39,483.80	42,838.15 0.00 (3,354.62) 39,483.56	13.52 25.35 12.46 24.29	0.03 0.00 0.03 24.32	24.32
912797GB7	UNITED STATES TREASURY 07/11/2024	02/26/2024 02/27/2024 600,000.00	0.00 588,412.50 0.00 588,670.00	0.00 0.00 0.00 0.00	257.50 0.00 257.50 257.50	257.50
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	12/20/2022 12/21/2022 800,000.00	756,443.23 0.00 0.00 757,356.57	3,857.14 0.00 5,291.21 1,434.07	913.34 0.00 913.34 2,347.40	2,347.40

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	770,509.61 0.00 0.00 769,478.80	8,725.96 10,312.50 56.05 1,642.58	0.00 (1,030.81) (1,030.81) 611.77	611.77
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	02/25/2022 02/28/2022 750,000.00	755,329.52 0.00 0.00 755,133.63	5,717.21 0.00 7,054.30 1,337.09	0.00 (195.89) (195.89) 1,141.20	1,141.20
912828B66	UNITED STATES TREASURY 2.75 02/15/2024	02/15/2022 02/16/2022 0.00	750,331.39 0.00 (750,000.00) 0.00	9,527.85 10,312.50 0.00 784.65	0.00 (331.39) (331.39) 453.26	453.26
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	10/14/2021 10/15/2021 250,000.00	253,563.54 0.00 0.00 253,439.63	870.54 0.00 1,194.20 323.66	0.00 (123.91) (123.91) 199.75	199.75
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	03/29/2022 03/30/2022 625,000.00	615,916.93 0.00 0.00 616,175.68	2,678.57 0.00 3,674.45 995.88	258.75 0.00 258.75 1,254.63	1,254.63
912828W71	UNITED STATES TREASURY 2.125 03/31/2024	750,000.00	751,749.73 0.00 0.00 750,889.69	5,399.59 0.00 6,662.40 1,262.81	0.00 (860.04) (860.04) 402.77	402.77
912828WJ5	UNITED STATES TREASURY 2.5 05/15/2024	750,000.00	752,925.35 0.00 0.00 752,109.63	4,017.86 0.00 5,511.68 1,493.82	0.00 (815.72) (815.72) 678.09	678.09
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	06/09/2022 06/10/2022 350,000.00	342,450.31 0.00 0.00 342,632.92	1,781.25 0.00 2,443.51 662.26	182.60 0.00 182.60 844.86	844.86
912828Y87	UNITED STATES TREASURY 1.75 07/31/2024	01/31/2020 01/31/2020 300,000.00	300,573.20 0.00 0.00 300,481.36	14.42 0.00 432.69 418.27	0.00 (91.84) (91.84) 326.43	326.43

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	12/28/2021 12/29/2021 300,000.00	302,965.77 0.00 0.00 302,877.28	1,651.64 0.00 2,037.91 386.27	0.00 (88.48) (88.48) 297.79	297.79
912828Z52	UNITED STATES TREASURY 1.375 01/31/2025	02/17/2022 02/18/2022 750,000.00	747,569.69 0.00 0.00 747,762.79	28.33 0.00 849.93 821.60	193.09 0.00 193.09 1,014.69	1,014.69
912828ZF0	UNITED STATES TREASURY 0.5 03/31/2025	03/25/2021 03/29/2021 350,000.00	349,683.02 0.00 0.00 349,704.70	592.90 0.00 731.56 138.66	21.68 0.00 21.68 160.34	160.34
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	02/25/2021 02/26/2021 365,000.00	363,332.38 0.00 0.00 363,432.10	157.07 0.00 229.37 72.30	99.71 0.00 99.71 172.02	172.02
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	743,223.54 0.00 0.00 743,517.73	484.12 0.00 706.97 222.85	294.19 0.00 294.19 517.04	517.04
91282CBV2	UNITED STATES TREASURY 0.375 04/15/2024	500,000.00	500,009.45 0.00 0.00 500,005.75	558.40 0.00 706.97 148.57	4.73 (8.44) (3.70) 144.86	144.86
91282CCG4	UNITED STATES TREASURY 0.25 06/15/2024	06/17/2021 06/18/2021 400,000.00	399,739.46 0.00 0.00 399,795.43	131.15 0.00 210.38 79.24	55.97 0.00 55.97 135.20	135.20
91282CCT6	UNITED STATES TREASURY 0.375 08/15/2024	08/25/2021 08/26/2021 400,000.00	399,839.11 0.00 0.00 399,862.92	692.93 750.00 61.81 118.88	23.80 0.00 23.80 142.68	142.68
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	11/18/2021 11/19/2021 750,000.00	749,505.49 0.00 0.00 749,555.29	1,205.36 0.00 1,653.50 448.15	49.79 0.00 49.79 497.94	497.94

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	741,110.25 0.00 0.00 741,333.65	6,352.46 0.00 7,838.11 1,485.66	223.40 0.00 223.40 1,709.06	1,709.06
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	10/26/2022 10/27/2022 570,000.00	568,825.12 0.00 0.00 568,850.60	7,965.98 0.00 9,829.00 1,863.01	25.48 0.00 25.48 1,888.50	1,888.50
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	06/23/2023 06/26/2023 550,000.00	547,032.14 0.00 0.00 547,170.52	6,961.41 0.00 8,813.52 1,852.12	138.37 0.00 138.37 1,990.49	1,990.49
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	05/25/2023 05/26/2023 500,000.00	498,205.78 0.00 0.00 498,242.19	1,703.30 0.00 3,246.91 1,543.61	36.41 0.00 36.41 1,580.02	1,580.02
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	12/27/2023 12/28/2023 300,000.00	302,812.33 0.00 0.00 302,734.50	1,721.31 0.00 2,761.27 1,039.96	0.00 (77.82) (77.82) 962.14	962.14
91324PEB4	UNITEDHEALTH GROUP INC 0.55 05/15/2024	11/24/2021 11/29/2021 500,000.00	499,277.33 0.00 0.00 499,478.84	580.56 0.00 809.72 229.17	201.51 0.00 201.51 430.68	430.68
931142ER0	WALMART INC 1.05 09/17/2026	09/08/2021 09/17/2021 40,000.00	39,960.29 0.00 0.00 39,961.49	156.33 0.00 191.33 35.00	1.20 0.00 1.20 36.20	36.20
931142EW9	WALMART INC 3.9 09/09/2025	09/06/2022 09/09/2022 80,000.00	79,970.06 0.00 0.00 79,971.54	1,230.67 0.00 1,490.67 260.00	1.48 0.00 1.48 261.48	261.48
Total Fixed Income		**32,354,575.91**	**32,088,373.36** **1,068,916.50** **(1,018,509.77)** **32,142,422.24**	**189,833.77** **76,168.03** **183,668.46** **70,002.72**	**10,891.02** **(7,248.87)** **3,642.15** **73,644.87**	**73,644.87**

LAIF

INCOME EARNED

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Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
90LAIF$00	State Pool	5,448,657.71	5,448,657.71 0.00 0.00 5,448,657.71	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			5,448,657.71	**0.00**	**0.00**	
			0.00	**0.00**	**0.00**	
			0.00	**0.00**	**0.00**	
Total LAIF		**5,448,657.71**	**5,448,657.71**	**0.00**	**0.00**	**0.00**
LOCAL GOV INVESTMENT POOL						
09CATR$05	CalTrust MTF	689,795.80	6,906,657.77 20,947.10 0.00 6,927,604.87	0.00 20,947.10 0.00 20,947.10	0.00 0.00 0.00 20,947.10	20,947.10
90CAMP$00	CAMP	7,773,973.06	7,740,224.37 33,748.69 0.00 7,773,973.06	0.00 33,748.69 0.00 33,748.69	0.00 0.00 0.00 33,748.69	33,748.69
90CAMP$06	CAMP	12/31/2023 12/31/2023 35,000,000.00	35,000,000.00 0.00 0.00 35,000,000.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
			49,646,882.14	**0.00**	**0.00**	
			54,695.79	**54,695.79**	**0.00**	
Total Local Gov Investment Pool		**43,463,768.86**	**0.00** **49,701,577.93**	**0.00** **54,695.79**	**0.00** **54,695.79**	**54,695.79**
			87,482,727.77	**189,833.77**	**10,891.02**	
			2,188,991.54	**131,836.36**	**(7,248.87)**	
			(2,057,155.20)	**183,668.46**	**3,642.15**	
TOTAL PORTFOLIO		**81,593,713.08**	**87,619,368.48**	**125,671.05**	**129,313.20**	**129,313.20**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
MARCH 2024							
03/01/2024	Dividend	31846V203	0.00		2,134.30		2,134.30
03/01/2024	Dividend		0.00		0.46		0.46
03/01/2024	Coupon	46647PAH9	0.00	JPMORGAN CHASE & CO 3.22 03/01/2025		8,050.00	8,050.00
03/01/2024	Call Redemption	46647PAH9	(500,000.00)	JPMORGAN CHASE & CO 3.22 03/01/2025	500,000.00		500,000.00
03/07/2024	Coupon	24422EWB1	0.00	JOHN DEERE CAPITAL CORP 2.125 03/07/2025		1,381.25	1,381.25
03/08/2024	Coupon	3130AT3H8	0.00	FEDERAL HOME LOAN BANKS 3.375 03/08/2024		7,762.50	7,762.50
03/08/2024	Maturity	3130AT3H8	(460,000.00)	FEDERAL HOME LOAN BANKS 3.375 03/08/2024	460,000.00		460,000.00
03/11/2024	Coupon	3130ATS57	0.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
03/11/2024	Coupon	57636QAW4	0.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75
03/11/2024	Coupon	89114QCB2	0.00	TORONTO-DOMINION BANK 3.25 03/11/2024		8,125.00	8,125.00
03/11/2024	Maturity	89114QCB2	(500,000.00)	TORONTO-DOMINION BANK 3.25 03/11/2024	500,000.00		500,000.00
03/11/2024	Coupon	931142EW9	0.00	WALMART INC 3.9 09/09/2025		1,560.00	1,560.00
03/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
03/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
03/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
03/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
03/15/2024	Coupon	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025		2,200.00	2,200.00
03/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		220.66	220.66
03/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	9,909.68		9,909.68
03/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
03/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
03/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		183.69	183.69
03/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	4,744.42		4,744.42
03/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		3.73	3.73
03/15/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,569.30		1,569.30
03/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		14.94	14.94
03/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	3,131.44		3,131.44
03/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		420.75	420.75
03/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
03/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
03/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		258.91	258.91

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	6,326.91		6,326.91
03/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		23.36	23.36
03/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	3,157.38		3,157.38
03/18/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
03/18/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		273.00	273.00
03/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		326.38	326.38
03/18/2024	Coupon	808513BN4	245,000.00	CHARLES SCHWAB CORP 0.75 03/18/2024		918.75	918.75
03/18/2024	Final Maturity	808513BN4	245,000.00	CHARLES SCHWAB CORP 0.75 03/18/2024	245,000.00		245,000.00
03/18/2024	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
03/19/2024	Coupon	459058GQ0	225,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 2.5 03/19/2024		2,812.50	2,812.50
03/19/2024	Final Maturity	459058GQ0	225,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 2.5 03/19/2024	225,000.00		225,000.00
03/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
03/21/2024	Coupon	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025		1.93	1.93
03/21/2024	Principal Paydown	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025	2,425.34		2,425.34
03/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		36.96	36.96
03/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	4,206.62		4,206.62
03/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
03/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		172.00	172.00
03/25/2024	Coupon	05601XAC3	5,438.91	BMWLT 2022-1 A3 1.03 03/25/2025		4.99	4.99
03/25/2024	Effective Maturity	05601XAC3	5,438.91	BMWLT 2022-1 A3 1.03 03/25/2025	5,438.91		5,438.91
03/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		687.87	687.87
03/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	16,984.77		16,984.77
03/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
03/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
03/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
03/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
03/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
03/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
03/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
03/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
03/25/2024	Coupon	4581X0DZ8	260,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024		650.00	650.00
March 2024 Total					**1,990,029.53**	**76,135.43**	**2,066,164.96**
APRIL 2024							
04/01/2024	Coupon	9128286L9	750,000.00	UNITED STATES TREASURY 2.25 03/31/2026		8,437.50	8,437.50
04/01/2024	Coupon	912828W71	750,000.00	UNITED STATES TREASURY 2.125 03/31/2024		7,968.75	7,968.75
04/01/2024	Final Maturity	912828W71	750,000.00	UNITED STATES TREASURY 2.125 03/31/2024	750,000.00		750,000.00
04/01/2024	Coupon	912828YG9	300,000.00	UNITED STATES TREASURY 1.625 09/30/2026		2,437.50	2,437.50
04/01/2024	Coupon	912828ZF0	350,000.00	UNITED STATES TREASURY 0.5 03/31/2025		875.00	875.00
04/01/2024	Coupon	91282CEF4	750,000.00	UNITED STATES TREASURY 2.5 03/31/2027		9,375.00	9,375.00
04/01/2024	Coupon	91282CFM8	570,000.00	UNITED STATES TREASURY 4.125 09/30/2027		11,756.25	11,756.25
04/12/2024	Final Maturity	62479LDC6	600,000.00	MUFG Bank, Ltd., New York Branch 04/12/2024	600,000.00		600,000.00
04/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
04/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
04/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
04/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
04/15/2024	Coupon	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025		7,900.00	7,900.00
04/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		205.14	205.14
04/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	9,771.17		9,771.17
04/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
04/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
04/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		174.33	174.33
04/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	6,524.70		6,524.70
04/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		3.26	3.26
04/15/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,752.99		1,752.99
04/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		13.59	13.59
04/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	3,994.03		3,994.03
04/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		420.75	420.75
04/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
04/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
04/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		242.83	242.83

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	6,861.02		6,861.02
04/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		21.38	21.38
04/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	3,461.61		3,461.61
04/15/2024	Dividend	90LAIF$00	5,448,657.71	State Pool	18,472.46		18,472.46
04/15/2024	Coupon	91282CBV2	500,000.00	UNITED STATES TREASURY 0.375 04/15/2024		937.50	937.50
04/15/2024	Final Maturity	91282CBV2	500,000.00	UNITED STATES TREASURY 0.375 04/15/2024	500,000.00		500,000.00
04/15/2024	Coupon	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025		11,687.50	11,687.50
04/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
04/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		273.00	273.00
04/16/2024	Coupon	45950KCR9	160,000.00	INTERNATIONAL FINANCE CORP 1.375 10/16/2024		1,100.00	1,100.00
04/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		326.38	326.38
04/22/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
04/22/2024	Coupon	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025		1.38	1.38
04/22/2024	Principal Paydown	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025	2,457.51		2,457.51
04/22/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		33.87	33.87
04/22/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	4,314.68		4,314.68
04/22/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
04/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		172.00	172.00
04/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	2,727.50		2,727.50
04/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		642.44	642.44
04/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	17,651.35		17,651.35
04/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
04/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
04/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
04/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
04/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
04/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
04/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
04/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
04/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
April 2024 Total					**1,927,989.02**	**82,022.84**	**2,010,011.86**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
MAY 2024							
05/01/2024	Coupon	74456QBU9	300,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
05/01/2024	Coupon	78015K7C2	500,000.00	ROYAL BANK OF CANADA 2.25 11/01/2024		5,625.00	5,625.00
05/07/2024	Coupon	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		875.00	875.00
05/08/2024	Coupon	69371RR57	175,000.00	PACCAR FINANCIAL CORP 0.9 11/08/2024		787.50	787.50
05/10/2024	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
05/13/2024	Coupon	023135BW5	130,000.00	AMAZON.COM INC 0.45 05/12/2024		292.50	292.50
05/13/2024	Final Maturity	023135BW5	130,000.00	AMAZON.COM INC 0.45 05/12/2024	130,000.00		130,000.00
05/13/2024	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		11,587.33	11,587.33
05/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
05/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
05/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
05/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
05/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		189.83	189.83
05/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	9,396.82		9,396.82
05/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
05/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
05/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		161.71	161.71
05/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	6,329.42		6,329.42
05/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		2.73	2.73
05/15/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,793.69		1,793.69
05/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		11.86	11.86
05/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	4,054.47		4,054.47
05/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		420.75	420.75
05/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
05/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
05/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		226.07	226.07
05/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	6,596.55		6,596.55
05/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		19.33	19.33

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	3,306.47		3,306.47
05/15/2024	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
05/15/2024	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
05/15/2024	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
05/15/2024	Coupon	912828WJ5	750,000.00	UNITED STATES TREASURY 2.5 05/15/2024		9,375.00	9,375.00
05/15/2024	Final Maturity	912828WJ5	750,000.00	UNITED STATES TREASURY 2.5 05/15/2024	750,000.00		750,000.00
05/15/2024	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
05/15/2024	Coupon	91282CDH1	750,000.00	UNITED STATES TREASURY 0.75 11/15/2024		2,812.50	2,812.50
05/15/2024	Coupon	91324PEB4	500,000.00	UNITEDHEALTH GROUP INC 0.55 05/15/2024		1,375.00	1,375.00
05/15/2024	Final Maturity	91324PEB4	500,000.00	UNITEDHEALTH GROUP INC 0.55 05/15/2024	500,000.00		500,000.00
05/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
05/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		273.00	273.00
05/17/2024	Coupon	14913R2L0	500,000.00	CATERPILLAR FINANCIAL SERVICES CORP 0.45 05/17/2024		1,125.00	1,125.00
05/17/2024	Final Maturity	14913R2L0	500,000.00	CATERPILLAR FINANCIAL SERVICES CORP 0.45 05/17/2024	500,000.00		500,000.00
05/17/2024	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50
05/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
05/20/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		326.38	326.38
05/20/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	4,459.19		4,459.19
05/21/2024	Coupon	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025		0.83	0.83
05/21/2024	Principal Paydown	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025	2,385.38		2,385.38
05/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		30.71	30.71
05/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	4,139.37		4,139.37
05/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
05/27/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		160.27	160.27
05/27/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	5,598.64		5,598.64
05/27/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		595.22	595.22
05/27/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	16,911.20		16,911.20
05/27/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
05/27/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
05/27/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/27/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
05/27/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
05/27/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
05/27/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
05/27/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
05/27/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
05/31/2024	Coupon	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025		456.25	456.25
05/31/2024	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
May 2024 Total					**1,944,971.20**	**92,963.53**	**2,037,934.73**
JUNE 2024							
06/11/2024	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
06/14/2024	Coupon	3130A1XJ2	155,000.00	FEDERAL HOME LOAN BANKS 2.875 06/14/2024		2,228.12	2,228.12
06/14/2024	Final Maturity	3130A1XJ2	155,000.00	FEDERAL HOME LOAN BANKS 2.875 06/14/2024	155,000.00		155,000.00
06/17/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
06/17/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
06/17/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
06/17/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
06/17/2024	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
06/17/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
06/17/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		273.00	273.00
06/17/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	5,542.41		5,542.41
06/17/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		175.11	175.11
06/17/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	9,195.93		9,195.93
06/17/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
06/17/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
06/17/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		149.47	149.47
06/17/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	5,258.93		5,258.93
06/17/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		2.19	2.19
06/17/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,494.06		1,494.06
06/17/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		10.10	10.10
06/17/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	2,325.67		2,325.67

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/17/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		420.75	420.75
06/17/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	2,389.26		2,389.26
06/17/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
06/17/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
06/17/2024	Coupon	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025		1,638.75	1,638.75
06/17/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		209.97	209.97
06/17/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	6,473.76		6,473.76
06/17/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		17.37	17.37
06/17/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,904.29		2,904.29
06/17/2024	Coupon	91282CCG4	400,000.00	UNITED STATES TREASURY 0.25 06/15/2024		500.00	500.00
06/17/2024	Final Maturity	91282CCG4	400,000.00	UNITED STATES TREASURY 0.25 06/15/2024	400,000.00		400,000.00
06/17/2024	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50
06/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		312.51	312.51
06/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	7,110.16		7,110.16
06/18/2024	Coupon	89236TJH9	300,000.00	TOYOTA MOTOR CREDIT CORP 0.5 06/18/2024		750.00	750.00
06/18/2024	Final Maturity	89236TJH9	300,000.00	TOYOTA MOTOR CREDIT CORP 0.5 06/18/2024	300,000.00		300,000.00
06/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
06/21/2024	Coupon	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025		0.29	0.29
06/21/2024	Effective Maturity	43813GAC5	7,843.03	HAROT 2021-1 A3 0.27 04/21/2025	1,305.32		1,305.32
06/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		27.67	27.67
06/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	4,049.71		4,049.71
06/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
06/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		136.20	136.20
06/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	5,504.95		5,504.95
06/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		549.98	549.98
06/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	15,835.38		15,835.38
06/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
06/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
06/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
06/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
06/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
06/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
06/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
06/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
June 2024 Total					**924,389.82**	**49,005.21**	**973,395.03**
JULY 2024							
07/01/2024	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
07/08/2024	Coupon	3133ENKS8	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025		4,218.75	4,218.75
07/11/2024	Final Maturity	912797GB7	600,000.00	UNITED STATES TREASURY 07/11/2024	600,000.00		600,000.00
07/12/2024	Coupon	459058KT9	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4,375.00	4,375.00
07/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
07/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
07/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
07/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
07/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		160.70	160.70
07/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	8,968.83		8,968.83
07/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
07/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
07/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		139.31	139.31
07/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	6,197.84		6,197.84
07/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		1.74	1.74
07/15/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,545.51		1,545.51
07/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		9.09	9.09
07/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	1,788.40		1,788.40
07/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		413.30	413.30
07/15/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	6,209.02		6,209.02
07/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
07/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
07/15/2024	Coupon	79466LAG9	35,000.00	SALESFORCE INC 0.625 07/15/2024		109.38	109.38
07/15/2024	Final Maturity	79466LAG9	35,000.00	SALESFORCE INC 0.625 07/15/2024	35,000.00		35,000.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		194.16	194.16
07/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	6,319.18		6,319.18
07/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		15.65	15.65
07/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,787.52		2,787.52
07/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
07/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		256.19	256.19
07/16/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	5,038.77		5,038.77
07/17/2024	Coupon	61747YET8	175,000.00	MORGAN STANLEY 4.679 07/17/2026		4,094.12	4,094.12
07/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		290.41	290.41
07/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	6,922.94		6,922.94
07/19/2024	Coupon	78016HZT0	150,000.00	ROYAL BANK OF CANADA 4.875 01/19/2027		3,656.25	3,656.25
07/22/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
07/22/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		24.70	24.70
07/22/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	3,512.97		3,512.97
07/22/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
07/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		112.53	112.53
07/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	5,174.90		5,174.90
07/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		507.62	507.62
07/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	15,524.40		15,524.40
07/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
07/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
07/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
07/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
07/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
07/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
07/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
07/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
07/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
07/31/2024	Coupon	69371RS80	410,000.00	PACCAR FINANCIAL CORP 4.6 01/31/2029		9,430.00	9,430.00
07/31/2024	Coupon	912828Y87	300,000.00	UNITED STATES TREASURY 1.75 07/31/2024		2,625.00	2,625.00
07/31/2024	Final Maturity	912828Y87	300,000.00	UNITED STATES TREASURY 1.75 07/31/2024	300,000.00		300,000.00
07/31/2024	Coupon	912828Z52	750,000.00	UNITED STATES TREASURY 1.375 01/31/2025		5,156.25	5,156.25

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
July 2024 Total					**1,004,990.27**	**62,495.18**	**1,067,485.44**
AUGUST 2024							
08/01/2024	Coupon	459058KW2	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		5,781.25	5,781.25
08/06/2024	Coupon	857477BR3	90,000.00	STATE STREET CORP 1.746 02/06/2026		785.70	785.70
08/09/2024	Coupon	69371RR40	80,000.00	PACCAR FINANCIAL CORP 0.5 08/09/2024		200.00	200.00
08/09/2024	Final Maturity	69371RR40	80,000.00	PACCAR FINANCIAL CORP 0.5 08/09/2024	80,000.00		80,000.00
08/14/2024	Coupon	3133ENPG9	415,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025		3,631.25	3,631.25
08/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
08/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
08/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
08/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
08/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		146.65	146.65
08/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	8,676.02		8,676.02
08/15/2024	Coupon	438516CJ3	400,000.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		9,900.00	9,900.00
08/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
08/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
08/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		127.32	127.32
08/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	5,503.48		5,503.48
08/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		1.28	1.28
08/15/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,744.68		1,744.68
08/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		8.32	8.32
08/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	1,885.08		1,885.08
08/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		393.95	393.95
08/15/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	5,526.04		5,526.04
08/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
08/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
08/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		178.73	178.73
08/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	5,743.14		5,743.14
08/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		14.00	14.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,698.49		2,698.49
08/15/2024	Coupon	91282CCT6	400,000.00	UNITED STATES TREASURY 0.375 08/15/2024		750.00	750.00
08/15/2024	Final Maturity	91282CCT6	400,000.00	UNITED STATES TREASURY 0.375 08/15/2024	400,000.00		400,000.00
08/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
08/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		240.90	240.90
08/16/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	5,442.61		5,442.61
08/19/2024	Coupon	06428CAA2	300,000.00	BANK OF AMERICA NA 5.526 08/18/2026		8,289.00	8,289.00
08/19/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		268.89	268.89
08/19/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	6,693.49		6,693.49
08/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
08/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		22.12	22.12
08/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	3,398.95		3,398.95
08/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
08/23/2024	Coupon	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026		6,500.00	6,500.00
08/26/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		90.27	90.27
08/26/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	4,530.47		4,530.47
08/26/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		466.10	466.10
08/26/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	15,113.61		15,113.61
08/26/2024	Coupon	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027		4,080.00	4,080.00
08/26/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
08/26/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
08/26/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
08/26/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
08/26/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
08/26/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
08/26/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
08/26/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
08/26/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
August 2024 Total					**546,956.07**	**58,893.27**	**605,849.34**
SEPTEMBER 2024							
09/03/2024	Coupon	9128284Z0	750,000.00	UNITED STATES TREASURY 2.75 08/31/2025		10,312.50	10,312.50
09/09/2024	Coupon	24422EWB1	130,000.00	JOHN DEERE CAPITAL CORP 2.125 03/07/2025		1,381.25	1,381.25

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/09/2024	Coupon	57636QAW4	290,000.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75
09/09/2024	Coupon	931142EW9	80,000.00	WALMART INC 3.9 09/09/2025		1,560.00	1,560.00
09/10/2024	Coupon	3130ATS57	700,000.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
09/16/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
09/16/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
09/16/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
09/16/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
09/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
09/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		224.39	224.39
09/16/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	5,317.84		5,317.84
09/16/2024	Coupon	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025		2,200.00	2,200.00
09/16/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		133.06	133.06
09/16/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	8,457.15		8,457.15
09/16/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
09/16/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
09/16/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		116.68	116.68
09/16/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	5,415.09		5,415.09
09/16/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		0.76	0.76
09/16/2024	Principal Paydown	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	1,795.52		1,795.52
09/16/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		7.50	7.50
09/16/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	1,855.85		1,855.85
09/16/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		376.73	376.73
09/16/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	5,914.24		5,914.24
09/16/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
09/16/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
09/16/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		164.71	164.71
09/16/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	5,589.59		5,589.59
09/16/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		12.41	12.41
09/16/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,634.17		2,634.17
09/17/2024	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
09/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		248.09	248.09
09/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	6,527.12		6,527.12

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/18/2024	Coupon	857477CL5	365,000.00	STATE STREET CORP 4.993 03/18/2027		9,112.22	9,112.22
09/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
09/23/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		19.63	19.63
09/23/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	3,312.26		3,312.26
09/23/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
09/23/2024	Coupon	4581X0DZ8	260,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024		650.00	650.00
09/23/2024	Final Maturity	4581X0DZ8	260,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	260,000.00		260,000.00
09/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		70.79	70.79
09/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	4,151.56		4,151.56
09/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		425.67	425.67
09/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	13,963.02		13,963.02
09/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
09/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
09/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
09/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
09/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
09/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
09/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
09/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
09/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
09/30/2024	Coupon	9128286L9	750,000.00	UNITED STATES TREASURY 2.25 03/31/2026		8,437.50	8,437.50
09/30/2024	Coupon	912828YG9	300,000.00	UNITED STATES TREASURY 1.625 09/30/2026		2,437.50	2,437.50
09/30/2024	Coupon	912828ZF0	350,000.00	UNITED STATES TREASURY 0.5 03/31/2025		875.00	875.00
09/30/2024	Coupon	91282CEF4	750,000.00	UNITED STATES TREASURY 2.5 03/31/2027		9,375.00	9,375.00
09/30/2024	Coupon	91282CFM8	570,000.00	UNITED STATES TREASURY 4.125 09/30/2027		11,756.25	11,756.25
September 2024 Total					**324,933.40**	**99,943.91**	**424,877.31**
OCTOBER 2024							
10/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
10/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
10/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
10/15/2024	Coupon	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025		7,900.00	7,900.00
10/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		119.81	119.81
10/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	8,146.53		8,146.53
10/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
10/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
10/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		106.22	106.22
10/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	6,038.58		6,038.58
10/15/2024	Coupon	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025		0.22	0.22
10/15/2024	Effective Maturity	47788UAC6	12,423.41	JDOT 2021 A3 0.36 09/15/2025	727.67		727.67
10/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		6.70	6.70
10/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	1,935.21		1,935.21
10/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		358.30	358.30
10/15/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	6,796.09		6,796.09
10/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
10/15/2024	Principal Paydown	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027	4,793.46		4,793.46
10/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62
10/15/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	4,504.53		4,504.53
10/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		151.06	151.06
10/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	5,398.20		5,398.20
10/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		10.85	10.85
10/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,538.58		2,538.58
10/15/2024	Coupon	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025		11,687.50	11,687.50
10/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
10/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		208.26	208.26
10/16/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	5,096.22		5,096.22
10/16/2024	Coupon	45950KCR9	160,000.00	INTERNATIONAL FINANCE CORP 1.375 10/16/2024		1,100.00	1,100.00
10/16/2024	Final Maturity	45950KCR9	160,000.00	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	160,000.00		160,000.00
10/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		227.80	227.80
10/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	6,278.86		6,278.86

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/21/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
10/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		17.20	17.20
10/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	3,192.65		3,192.65
10/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
10/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		52.94	52.94
10/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	3,910.66		3,910.66
10/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		388.32	388.32
10/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	13,472.15		13,472.15
10/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
10/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
10/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
10/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
10/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
10/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
10/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
10/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
10/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
October 2024 Total					**232,829.38**	**39,352.68**	**272,182.06**
NOVEMBER 2024							
11/01/2024	Coupon	74456QBU9	300,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
11/01/2024	Coupon	78015K7C2	500,000.00	ROYAL BANK OF CANADA 2.25 11/01/2024		5,625.00	5,625.00
11/01/2024	Final Maturity	78015K7C2	500,000.00	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00		500,000.00
11/07/2024	Coupon	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		875.00	875.00
11/08/2024	Coupon	69371RR57	175,000.00	PACCAR FINANCIAL CORP 0.9 11/08/2024		787.50	787.50
11/08/2024	Final Maturity	69371RR57	175,000.00	PACCAR FINANCIAL CORP 0.9 11/08/2024	175,000.00		175,000.00
11/12/2024	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
11/13/2024	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		10,920.00	10,920.00
11/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
11/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
11/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
11/15/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		107.04	107.04
11/15/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	7,463.92		7,463.92
11/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
11/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
11/15/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		94.54	94.54
11/15/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	6,512.40		6,512.40
11/15/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		5.86	5.86
11/15/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	2,299.34		2,299.34
11/15/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		337.12	337.12
11/15/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	7,141.36		7,141.36
11/15/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		912.83	912.83
11/15/2024	Principal Paydown	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027	10,348.18		10,348.18
11/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		377.70	377.70
11/15/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,427.69		5,427.69
11/15/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		137.88	137.88
11/15/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	4,958.75		4,958.75
11/15/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		9.35	9.35
11/15/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,479.59		2,479.59
11/15/2024	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
11/15/2024	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
11/15/2024	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
11/15/2024	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
11/15/2024	Coupon	91282CDH1	750,000.00	UNITED STATES TREASURY 0.75 11/15/2024		2,812.50	2,812.50
11/15/2024	Final Maturity	91282CDH1	750,000.00	UNITED STATES TREASURY 0.75 11/15/2024	750,000.00		750,000.00
11/18/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
11/18/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		192.81	192.81
11/18/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	4,980.32		4,980.32
11/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		208.28	208.28
11/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	6,124.85		6,124.85
11/18/2024	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
11/21/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		14.86	14.86
11/21/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	3,112.91		3,112.91
11/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
11/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		36.13	36.13
11/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	4,137.03		4,137.03
11/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		352.28	352.28
11/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	13,173.21		13,173.21
11/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
11/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
11/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
11/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
11/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
11/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
11/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
11/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
11/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
November 2024 Total					**1,503,159.56**	**77,306.39**	**1,580,465.95**
DECEMBER 2024							
12/02/2024	Coupon	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025		456.25	456.25
12/02/2024	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
12/11/2024	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
12/16/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
12/16/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
12/16/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
12/16/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
12/16/2024	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
12/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
12/16/2024	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		177.70	177.70
12/16/2024	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	4,706.63		4,706.63
12/16/2024	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		95.35	95.35

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/16/2024	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	7,130.00		7,130.00
12/16/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
12/16/2024	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	7,151.06		7,151.06
12/16/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
12/16/2024	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		81.95	81.95
12/16/2024	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	4,599.90		4,599.90
12/16/2024	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		4.86	4.86
12/16/2024	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	1,642.08		1,642.08
12/16/2024	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		314.86	314.86
12/16/2024	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	5,552.57		5,552.57
12/16/2024	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		868.94	868.94
12/16/2024	Principal Paydown	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027	8,322.47		8,322.47
12/16/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		357.30	357.30
12/16/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,129.08		5,129.08
12/16/2024	Coupon	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025		1,638.75	1,638.75
12/16/2024	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		125.77	125.77
12/16/2024	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	4,741.50		4,741.50
12/16/2024	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		7.88	7.88
12/16/2024	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,371.57		2,371.57
12/16/2024	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50
12/18/2024	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		189.25	189.25
12/18/2024	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	5,841.00		5,841.00
12/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
12/23/2024	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		12.58	12.58
12/23/2024	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	2,982.45		2,982.45
12/23/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
12/23/2024	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	3,234.82		3,234.82
12/25/2024	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		18.34	18.34
12/25/2024	Principal Paydown	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	4,260.42		4,260.42
12/25/2024	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		317.04	317.04
12/25/2024	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	12,569.41		12,569.41

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
12/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
12/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
12/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
12/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
12/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
12/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
12/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
12/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
12/31/2024	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
December 2024 Total					**80,234.94**	**56,036.48**	**136,271.42**
JANUARY 2025							
01/06/2025	Coupon	3133ENKS8	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025		4,218.75	4,218.75
01/06/2025	Final Maturity	3133ENKS8	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00		750,000.00
01/13/2025	Coupon	459058KT9	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4,375.00	4,375.00
01/15/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/15/2025		522.62	522.62
01/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
01/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
01/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
01/15/2025	Coupon	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026		84.18	84.18
01/15/2025	Principal Paydown	43815BAC4	140,848.64	HAROT 2022-1 A3 1.88 05/15/2026	6,982.56		6,982.56
01/15/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		564.29	564.29
01/15/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	10,182.03		10,182.03
01/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
01/15/2025	Coupon	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026		73.06	73.06
01/15/2025	Principal Paydown	47787JAC2	95,009.88	JDOT 2022 A3 0.36 09/15/2026	5,447.37		5,447.37
01/15/2025	Coupon	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026		4.15	4.15
01/15/2025	Principal Paydown	47789QAC4	34,488.22	JDOT 2021-B A3 0.52 03/16/2026	2,968.35		2,968.35
01/15/2025	Coupon	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027		297.55	297.55

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2025	Principal Paydown	47800AAC4	135,000.00	JDOT 2022-B A3 3.74 02/16/2027	8,985.20		8,985.20
01/15/2025	Coupon	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027		833.64	833.64
01/15/2025	Principal Paydown	47800BAC2	220,000.00	JDOT 2022-C A3 5.09 06/15/2027	13,964.00		13,964.00
01/15/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		338.02	338.02
01/15/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,045.77		5,045.77
01/15/2025	Coupon	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026		114.20	114.20
01/15/2025	Principal Paydown	89238FAD5	106,038.17	TAOT 2022-B A3 2.93 09/15/2026	4,669.82		4,669.82
01/15/2025	Coupon	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026		6.48	6.48
01/15/2025	Principal Paydown	89238JAC9	39,483.80	TAOT 2021-D A3 0.71 04/15/2026	2,326.80		2,326.80
01/16/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
01/16/2025	Coupon	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027		163.42	163.42
01/16/2025	Principal Paydown	36265WAD5	90,000.00	GMCAR 2022-3 A3 3.64 04/16/2027	4,624.92		4,624.92
01/17/2025	Coupon	61747YET8	175,000.00	MORGAN STANLEY 4.679 07/17/2026		4,094.12	4,094.12
01/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
01/20/2025	Coupon	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026		171.09	171.09
01/20/2025	Principal Paydown	43815PAC3	105,000.00	HAROT 2022-2 A3 3.73 07/20/2026	5,722.16		5,722.16
01/21/2025	Coupon	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026		10.39	10.39
01/21/2025	Principal Paydown	43815GAC3	50,393.74	HAROT 2021-4 A3 0.88 01/21/2026	2,919.41		2,919.41
01/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		280.41	280.41
01/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,519.19		4,519.19
01/21/2025	Coupon	78016HZT0	150,000.00	ROYAL BANK OF CANADA 4.875 01/19/2027		3,656.25	3,656.25
01/27/2025	Coupon	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025		0.02	0.02
01/27/2025	Effective Maturity	05593AAC3	40,000.00	BMWLT 2023-1 A3 5.16 11/25/2025	3.85		3.85
01/27/2025	Coupon	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026		283.42	283.42
01/27/2025	Principal Paydown	05602RAD3	255,608.10	BMWOT 2022-A A3 3.21 08/25/2026	12,333.33		12,333.33
01/27/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
01/27/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	14,184.02		14,184.02
01/27/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
01/27/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
01/27/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.12	1,298.12
01/27/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
01/27/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/27/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
01/27/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
01/27/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
January 2025 Total					**854,878.78**	**34,372.58**	**889,251.36**
Grand Total			**132,999,206.43**		**11,335,361.98**	**728,527.49**	**12,063,889.47**

IMPORTANT DISCLOSURES

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

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

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

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

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

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

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

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

BENCHMARK INDEX & DISCLOSURES

City of Gardena Cons | Account #10647 | As of February 29, 2024

Benchmark	Disclosure

CITY of GARDENA

Report No. P-2024-5

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Report the appointment of the following individuals:
    a. ***DAYANA NAVA,*** to the position of Planning Assistant, Schedule 51 ($5,887 - $7,514/month) with the Community Development Department, effective March 4, 2024.
    b. ***MONICA MEDINA,*** to the position of Police Records Technician I, Schedule 38 ($4,270 - $5,450/month) with the Police Department, effective March 10, 2024.
    c. ***XINIA FERNANDEZ,*** to the position of Senior Account Clerk, Schedule 38 ($4,270 - $5,450/month) with the Administrative Services Department, effective March 11, 2024.
    d. ***CHRISTIAN PEREZ,*** to the position of Customer Service Clerk I, Schedule 29 ($3,419 - $4,365/month) with the Transportation Department, effective March 11, 2024.

2. Report the Promotional Appointment of ***CLAUDIA GOMEZ*** to the position of Property and Evidence Technician, Schedule 48 ($5,466 - $6,975/month) with the Police Department, effective March 14, 2024.

3. Report the Retirement of Police Officer ***PETER GRAFFEO*** of the Police Department, effective March 9, 2024. Officer Graffeo provided 21.6 years of service to the City.

4. Report the Administrative Leave of Bus Operator, ***OTIS FOSTER***, of the Transportation Department, effective March 11, 2024.

5. Report the Recruitment for the Open/Competitive position of Help Desk Technician (Administrative Services Department). This recruitment is scheduled to close June 7, 2024.

6. Report the Recruitment for the Open/Competitive position of Police Assistant (Police Department). This is a continuous recruitment.

7. Report the Recruitment for the Open/Competitive position of Police Service Officer (Police Department). This recruitment is scheduled to close April 14, 2024.

8. Report the Recruitment for the Open/Competitive position of Certified Nursing Assistant (Recreation and Human Services Department). This recruitment is open until filled.

9. Report the Recruitment for the Open/Competitive position of Communications Liaison Officer (Elected and City Manager's Offices). This recruitment is open until filled.

10. Report the Recruitment for the Open/Competitive position of On-Demand (Micro/Paratransit) Operator (Transportation Department). This recruitment is open until filled.

11. Report the Recruitment for the Open/Competitive position of Police Officer/Lateral (Police Department). This is a continuous recruitment.

12. Report the Recruitment for the Open/Competitive position of Police Trainee (Police Department). This is a continuous recruitment.

13. Report the Recruitment for the Open/Competitive position of Recreation Leader I/II (Recreation and Human Services Department). This is a continuous recruitment.

14. Report the Recruitment for the Open/Competitive position of Relief Bus Operator Trainee (Transportation Department). This is a continuous recruitment.

15. Report the Recruitment for the Open/Competitive position of Transit Mechanic (Transportation Department). This recruitment is open until filled.

16. Report the Recruitment for the Open/Competitive position of Transportation Operations Supervisor (Transportation Department). This recruitment is open until filled.

17. Report the Recruitment for the Open/Competitive position of Transit Marketing Coordinator (Transportation Department). This recruitment is open until filled.

18. Report the Recruitment for the Open/Competitive position of Risk Management Analyst (Administrative Services Department). This recruitment is open until filled.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.F
Section: CONSENT CALENDAR
Meeting Date: March 26, 2024

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

AGENDA TITLE: Annual Housing Element Progress Report 2023, of the 6th Cycle 2021-2029
CONTACT: COMMUNITY DEVELOPMENT

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
Government Code section 65400 requires that each city, county, prepare an Annual Progress Report (APR) on the status of the Housing Element of its general plan and progress in its implementation, using forms and definitions adopted by the California Department of Housing and Community Development (HCD). Most notably, the Housing Element APR includes a tabulation of the City's progress toward the eight-year Regional Housing Needs Assessment (RHNA) allocation.

The APR must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year using the forms and tables specified by HCD. The APR provides information for the 2023 calendar year, which falls within the 6th cycle Housing Element.

FINANCIAL IMPACT/COST:
None

ATTACHMENTS:
Annual Progress Report Staff Report 2023
Gardena Annual Progress Report 2023

APPROVED:



_____
Clint Osorio, City Manager

City of Gardena
City Council Meeting

AGENDA STAFF REPORT

AGENDA TITLE:

Annual Housing Element Progress Report 2023, of the 6th Cycle 2021-2029 Housing Element

BACKGROUND:

Government Code section 65400 requires that each city, county, prepare an Annual Progress Report (APR) on the status of the Housing Element of its general plan and progress in its implementation, using forms and definitions adopted by the California Department of Housing and Community Development (HCD). Most notably, the Housing Element APR includes a tabulation of the City's progress toward the eight-year Regional Housing Needs Assessment (RHNA) allocation. The APR must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year using the forms and tables specified by HCD.

In January 2022, the City Council adopted the City's 6th Cycle Housing Element for the 2021-2029 planning period. However, at that time HCD did not find the Housing Element to be compliant with State law. Since January 2022, staff continued to make revisions to the 2021-2029 Housing Element in order to meet the requirements from HCD. In January 2023 the City resubmitted to the state's department for review and in February of 2023, HCD found the City's 2021-2029 Housing Element in full compliance with State law.

DISCUSSION:

The APR includes reporting the number of building permits issued for net new housing units during a calendar year. In addition, the reporting includes housing development applications submitted, units approved by Planning (entitled), and units completed (Table 1- Summary of APR Report)

Table 1 – Summary of APR Report

Units by Structure Type	Entitled	Permitted	Completed*
Single Family Attached Units	0	31	0
Single-Family Detached Unit	0	5	0
2 to 4 Unit Structure	0	0	0
5+ Unit Structure	0	265	0

Units by Structure Type	Entitled	Permitted	Completed*
ADU	0	57	13
Mobile Home	0	0	0
Total	**0**	**358**	**13**

** Projects reported as completed received a final Certificate of Occupancy in 2023.*

While the APR tracks submittals, planning approvals, building permits issued, and units completed, the fulfillment of the RHNA allocation is based only on building permit issuance. In the reporting period of 2021 of the 6th cycle RHNA allocation, there was a total of 121 new housing units permitted, in 2022 there were 238 units permitted, and in 2023 there were 358 units permitted bringing the City's total RHNA down from 5,735 to 4,958 units.

Table 2 – Remaining RHNA Allocation

		Building Permits Issued by Affordability Summary				
Income Level		**RHNA Allocation**	**2021**	**2022**	**2023**	**Remaining RHNA**
Very Low	Deed Restricted	1,485		0		1,485
	Non-Deed Restricted			0		
Low	Deed Restricted	761		0	2	759
	Non-Deed Restricted			0		
Moderate	Deed Restricted	894		0		894
	Non-Deed Restricted			0		
Above Moderate		2,595	121	238	380	1,821
Total Units		5,735	121	**238**	**382**	**4,958**

The APR further describes the City's progress toward implementation of the Housing Element programs within the reporting period of 2023, as shown in Table D of the APR (Attachment A). While staff has continued to provide several services under those existing housing programs, the City is currently in the process of initiating the new programs now that the Housing Element has been found in compliance with State law.

Submitted by: Greg Tsujiuchi, Community Development Director Date: March 21, 2024

Prepared by: Amanda Acuna, Senior Planner Date: March 21, 2024

Attachment

A – HCD's 2023 Annual Housing Element Progress Report (APR)

Please Start Here

General Information	
Jurisidiction Name	Gardena
Reporting Calendar Year	2023
Contact Information	
First Name	Kevin
Last Name	La
Title	Planning Assistant
Email	kla@cityofgardena.org
Phone	3102179524
Mailing Address	
Street Address	1700 W 162nd St
City	Gardena
Zipcode	90247

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

Click here to download APR Instructions

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_2_15_24

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: https://apr.hcd.ca.gov/APR/login.do

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. **Email -** If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	2
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		380
Total Units		**382**

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	31	9
Single-family Detached	0	9	0
2 to 4 units per structure	0	0	0
5+ units per structure	0	285	0
Accessory Dwelling Unit	0	57	13
Mobile/Manufactured Home	0	0	0
Total	**0**	**382**	**22**

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	69	378
Not Indicated as Infill	4	4

Housing Applications Summary	
Total Housing Applications Submitted:	0
Number of Proposed Units in All Applications Received:	0
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0

Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	**0**	**0**	**0**

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	0	0
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	1
Number of Units in Projects Permitted with a Density Bonus	6

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	21
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table A
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bo Applica
1					2	3	4	5							6	7	8	9	10
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	0	0	0		
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Jurisdiction	Gardena
Reporting Year	2023 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier				Unit Types		Affordability by Household Incomes - Completed Entitlement								Affordability by Household Incomes - Building Permits							Affordability by Household Incomes - Certificates of Occupancy									Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				Notes
				3	4	5							6	7						8	9	10						11	12	13	14	15	16	17	18	19	20			21	22	23	24	25
Prior APN*	Current APN	Street Address	Project Name*	Unit Category (SFD,SFA,2-4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low- Income Deed Restricted	Very Low- Income Non-Deed Restricted	Low- Income Deed Restricted	Low- Income Non-Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non-Deed Restricted	Above Moderate- Income	Date Approved	# of Units issued Entitlements	Very Low- Income Deed Restricted	Very Low- Income Non-Deed Restricted	Low- Income Deed Restricted	Low- Income Non-Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non-Deed Restricted	Above Moderate- Income	Building Permits Date Issued	# of Units issued Building Permits	Very Low- Income Deed Restricted	Very Low- Income Non-Deed Restricted	Low- Income Deed Restricted	Low- Income Non-Deed Restricted	Moderate- Income Deed Restricted	Moderate- Income Non-Deed Restricted	Above Moderate- Income	Certificates of Occupancy (or other forms of readiness) Date Issued	# of Units issued Certificates of Occupancy (or other forms of readiness)	How many of the units were demolished in the current year?	Please select the streamlining affordability project size. (SB35/SB423 Streamlining, select multiple)	Infill Units? Y/N	Assistance Programs for Each Development (See instructions) - see instructions	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, describe how the city ensured the unit was affordable (see instructions)	Term of Affordability or Deed Restriction (years) (See instructions) - enter 15557	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units - Owner or Renter	Total Density Bonus Applied to the Project (Percentage Increase in Total Allowable Residential Density Above Allowable Residential Base Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modification Granted to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers and modifications granted to the project (Excluding Parking Waivers or Parking Reductions)	Did the project receive a reduction or waiver of parking standards? (Y/N)	Notes*
Cumulative Prior Years Data Entry Required						11	12	13	14	15	16	17		18	19	20	21	22	23	24	25		26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
	4067-017-023	13723 S WADE AVE		SFD	O							1		1							1	3/5/2021	1								0	0	NONE	Y										
	4133-020-904	13800 S GARDENA DR		SFD	O							1		1							1	3/27/2023	1								0	0	NONE	Y										
	4049-012-027	2522 W 138TH ST		ADU	R							1		1							1	4/24/2023	1								0	0	NONE	Y										
	4049-012-029	2524 W 138TH ST		ADU	R							1		1							1	6/29/2023	1								0	0	NONE	Y										
	4133-021-043	13908 S GARDENA DR		SFD	O							1		1							1	3/27/2023	1								0	0	NONE	N			1	Demolished	01					
	4133-021-044	13910 S GARDENA DR		SFD	O							1		1							1	5/27/2023	1								0	0	NONE	N			1	Demolished	01					
	4133-020-912	13906 S WESTERN AVE		SFD	O							1		1							1	4/14/2023	1								0	0	NONE	N			1	Demolished	01					
	4133-020-907	13902 S WESTERN AVE		SFD	O							1		1							1	5/26/2023	1								0	0	NONE	N			1	Demolished	01					
	4060-013-024	13815 S VAN NESS AVE		ADU	R							1		1							1	7/28/2023	1								0	0	NONE	Y										
	4133-021-917	1301B S NORMANDIE AVE		5+	O							20		0							20	1/13/2023	20								0	0	NONE	Y										
	4049-002-016	13727 S GARDENA DR		ADU	R							1		1							1	5/2/2023	1								0	0	NONE	Y										
	4049-009-022	13711 S GARDENA DR		ADU	R							1		1							1	5/26/2023	1								0	0	NONE	Y										
	4049-020-916	13707 S GARDENA DR ADU UNIT B		ADU	R							1		1							1	3/27/2023	1							10/1/2023	1	0	NONE	Y										
	4049-009-015	13707 S GARDENA DR		ADU	R							1		1							1	5/8/2023	1								0	0	NONE	Y										
	4133-019-906	13618 S GARDENA DR		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4133-021-941	1301 S GARDENA DR		ADU	R							1		1							1	4/6/2023	1								0	0	NONE	Y										
	4133-021-929	13715 S GARDENA DR		SFD	O							1		1							1	5/18/2023	1								0	0	NONE	Y										
	6113-021-011	1400 - 1500 S VAN NESS AVE, 1313 S VAN NESS AVE, 1414 S WALTON AVE		SFH	O							8		0							8	5/1/2023	8							11/28/2023	8	0	NONE	Y										
	4049-023-009	13712 S GARDENA DR		ADU	R							1		1							1	7/25/2023	1								0	0	NONE	Y										
	6113-013-024	14000 S VAN NESS AVE		SFD	O							1		1							1	6/5/2023	1								0	0	NONE	Y										
	4113-020-902	1306 W 140TH ST		ADU	R							1		1							1	6/26/2023	1								0	0	NONE	Y										
	4049-023-002	14000 S VAN NESS AVE		SFD	O							1		0							1	5/5/2023	1							12/7/2023	1	0	NONE	Y										
	4049-017-016	1301 W 135TH ST		ADU	R							1		1							1	5/8/2023	1								0	0	NONE	Y										
	4060-004-029	1300 W 135TH ST		5+	R							263		0							263	7/24/2023	263								0	0	NONE	Y										
	6113-013-023	1400 S VAN NESS AVE		ADU	R							1		1							1	4/19/2023	1								0	0	NONE	Y										
	4060-009-012	1302 W 135TH ST		ADU	R							1		1							1	6/21/2023	1								0	0	NONE	Y										
	6113-017-023	1301B S NORMANDIE AVE		ADU	R							1		1							1	4/26/2023	1								0	0	NONE	Y										
	4060-003-034	1302 W 136TH ST		ADU	R							1		1							1	10/19/2023	1								0	0	NONE	Y										
	6113-021-020	1400 S NORMANDIE AVE		ADU	R							1		1							1	5/5/2023	1								1	0	NONE	Y										
	4060-007-007	1303 S VAN NESS AVE		ADU	R							1		1							1	2/28/2023	1								0	0	NONE	Y										
	4049-022-020	1512 W 139TH ST		ADU	R							1		1							1	5/23/2023	1								1	0	NONE	Y										
	4113-020-906	1304 W 140TH ST		ADU	R							1		1							1	5/2/2023	1								0	0	NONE	Y										
	6133-013-020	1548 W 139TH ST		ADU	R							1		1							1	5/3/2023	1								0	0	NONE	Y										
	6133-020-909	1544 W 139TH ST		ADU	R							1		1							1	6/12/2023	1								0	0	NONE	Y										
	6113-021-009	1400 S VAN NESS AVE		SFD	R							1		1							1	7/13/2023	1								0	0	NONE	Y										
	6113-021-026	1400 S NORMANDIE AVE		ADU	R							1		1							1	7/21/2023	1								0	0	NONE	Y										
	4133-021-904	1314 S GARDENA DR		ADU	R							1		1							1	1/25/2023	1							11/13/2023	1	0	NONE	Y										
	4133-020-903	1308 S NORMANDIE AVE		ADU	R							1		1							1	5/26/2023	1								0	0	NONE	Y										
	4067-002-004	1301 S GARDENA DR		ADU	R							1		1							1	2/27/2023	1							10/1/2023	1	0	NONE	Y										
	4133-021-005	13715 S VAN NESS AVE		SFD	O							1		1							1	10/19/2023	1								0	0	NONE	Y										
	4133-021-020	1301B S VAN NESS AVE		ADU	R							1		1							1	5/5/2023	1								0	0	NONE	Y										
	4133-021-918	13618 S VAN NESS AVE		ADU	R							1		1							1	6/12/2023	1								0	0	NONE	Y										
	4049-023-014	13618 S WESTERN AVE		ADU	R							1		1							1	6/14/2023	1								0	0	NONE	Y										
	4133-021-924	1300 S VAN NESS AVE		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4133-020-913	13600 S VAN NESS AVE		ADU	R							1		1							1	6/14/2023	1								0	0	NONE	Y										
	4049-020-919	13717 S GARDENA DR ADU UNIT A		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4133-020-914	13600 S WESTERN AVE		ADU	R							1		1							1	6/14/2023	1								0	0	NONE	Y										
	4133-020-915	13602 S WESTERN AVE		ADU	R							1		1							1	6/14/2023	1								0	0	NONE	Y										
	4049-020-920	13715 S GARDENA DR		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4049-020-921	13715 S GARDENA DR ADU UNIT B		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4049-020-922	13715 S GARDENA DR ADU UNIT C		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4049-020-923	13715 S GARDENA DR ADU UNIT D		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4133-021-921	1301B S GARDENA DR		ADU	R							1		1							1	4/26/2023	1								0	0	NONE	Y										
	4060-014-004	1300 W 136TH ST		SFD	O							1		1							1	6/21/2023	1								0	0	NONE	Y										
	4049-023-017	13618 S WESTERN AVE		ADU	R							1		1							1	6/23/2023	1								0	0	NONE	Y										
	4113-019-906	13618 S GARDENA DR		ADU	R							1		1							1	5/31/2023	1								0	0	NONE	Y										
	4067-002-005	1303 S GARDENA DR		ADU	R							1		1							1	6/19/2023	1								0	0	NONE	Y										
	4133-020-905	13600 S GARDENA DR		ADU	R							1		1							1	6/5/2023	1								0	0	NONE	Y										
	6113-022-006	1400 S VAN NESS AVE		SFD	O							1		1							1	6/5/2023	1								0	0	NONE	Y										
	4067-017-025	13715 S WADE AVE		ADU	R							1		1							1	11/14/2023	1								0	0	NONE	Y										
	4133-020-921	13618 S VAN NESS AVE		ADU	R							1		1							1	11/21/2023	1								0	0	NONE	Y										
	4049-021-019	1301 S VAN NESS AVE		SFA	O							4		0							4	12/13/2023	4								0	0	NONE	Y										
	4049-021-018	1303 S VAN NESS AVE		SFA	O							4		0							4	12/13/2023	4								0	0	NONE	Y										
	4049-021-017	1305 S VAN NESS AVE		SFA	O							6		0							6	12/13/2023	6								0	0	NONE	Y										
	4049-021-016	1307 S VAN NESS AVE		SFA	O							4		0		2					4	12/14/2023	4								0	0	NONE	Y			23.0%		Development Standards Modification	Yes		
	4049-021-001	1309 S VAN NESS AVE		ADU	R							1		1							1	12/19/2023	1								0	0	NONE	Y										

Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)
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This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

		1		2									3	4
Income Level		**RHNA Allocation by Income Level**	**Projection Period - 06/30/2021-10/14/2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total Units to Date (all years)**	**Total Remaining RHNA by Income Level**
Very Low	Deed Restricted	1,485	1	-	-	-	-	-	-	-	-	-	1	1,484
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	761	-	-	-	2	-	-	-	-	-	-	2	759
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Moderate	Deed Restricted	894	-	-	-	-	-	-	-	-	-	-	-	894
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-		
Above Moderate		2,595	35	121	238	380	-	-	-	-	-	-	774	1,821
Total RHNA		**5,735**												
Total Units			**36**	**121**	**238**	**382**	**-**	**-**	**-**	**-**	**-**	**-**	**777**	**4,958**

Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).

	5		2021	2022	2023	2024	2025	2026	2027	2028	2029	6	7
	Extremely low-Income Need											**Total Units to Date**	**Total Units Remaining**
Extremely Low-Income Units*	743		-	-	-	-	-	-	-	-	-	-	743

*Extremely low-income houisng need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

VLI Deed Restricted
VLI Non Deed Restricted

Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law

Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

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Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	**Objective**	**Timeframe in H.E**	**Status of Program Implementation**
Handy-Worker Fix Up:	**25 households annually for a total of 200 households over eight years.**	**2021-2029 - Annually**	**In November of 2023, the City of Gardena hired MDG Associates as a consultant to continue the program. At that time the program was restructured and through additional CDBG funds, the City can now provide owner occupants with up to $50,000 of construction and eligible soft cost funding for critical repairs and general property improvements. In the next reporting year the City hopes to assist up to 6 households for a total of $300,000 annually.**
Residential Rebate	**3 households annually for a total of 24 households over eight years**	**2021-2029 - Annually**	**In November of 2023, the City of Gardena hired MDG Associates as a consultant to continue the program. At that time the program was restructured and through additional CDBG funds, the City can now provide owner occupants with up to $25,000 of construction and eligible soft cost funding for critical repairs and general property improvements. In the next reporting year the City hopes to assist up to 2 households for a total of $50,000 annually.**

Preservation of At-Risk Units	**Annually monitor the status of Gardena Valley Towers, Gardena South Park Manor, and Meadowlark Manor in their Section 8 contract renewal status.** **Should a notice of intent be filed by any project owner to opt out of affordable housing, the City will ensure the project owner follow State noticing requirements (three-year, one-year, and six-month) prior to conversion.** **In the unlikely event that the Section 8 contracts are not renewed by HUD, work with LACDA to assist the tenants in accessing other rental assistance such as the HCVs.** **Contact interested nonprofit housing providers with the capacity to acquire and manage the at-risk units.** **Support applications of current or potential project owners for state and federal funds to improve housing conditions or to enhance affordability.**	**2021-2029 - Annually**	**The following assisted rental housing projects are located in the City:** **□ Gardena Valley Towers – Contract expires in 2038 but is contingent upon the continued renewal of Section 8 funding. The risk of conversion from affordable to market rate is low due to its non-profit status.** **□ South Park Manor – Contract expires in 2026 but is contingent upon the continued renewal of Section 8 funding. The risk of conversion from affordable to market rate is low due to its non-profit status.** **□ Meadowlark Manor – Contract expires in 2031 but is contingent upon the continued renewal of Section 8 funding. The risk of conversion from affordable to market rate is low due to its non-profit status.** **According to the U.S. Department of Housing and Urban Development, all Section 8 contracts for rental housing projects located in Gardena were renewed in 2023.**

Senior Housing Development	**By 2022, provide information about Ordinance 1737 on City website.** **Annually convene a developers workshop to explore affordable housing opportunities in the City, including housing for seniors, persons with disabilities, and large households. Specifically, explore affordable housing opportunities in northern Gardena where there are concentrated disproportionate housing needs.** **Support applications for federal and state funding for quality senior developments by providing the information on the City's website and making it available at the City's Community Development Department counter.**	**2021-2029 - Annually**	**Ordinance No. 1737 has been codified into the City Municipal Code, which is available on the City's website. Additionally, the zone changes adopted by the ordinance are reflected on the interactive Zoning Map also found on the website.** **The City was not able to conduct a workshop in 2023, however, the City engaged in several conversations with developers interested in the opportunities for developing affordable housing in the City. Additionally, in February of 2023, the City Council adopted Ordinance No. 1848, adding new housing overlays to 122 sites (468 parcels consolidated) throughout the City that would allow for the development 6,586 new housing units, including 2,636 lower affordable units.**
Affordable Housing Development	**Conduct annual developers outreach and consultation. Specifically, explore affordable housing opportunities in northern Gardena where there are concentrated disproportionate housing needs.** **Annually pursue affordable housing funds available at State HCD for new construction and acquisition/rehabilitation of affordable housing. City of Gardena 2021-2029 Housing Element 94.** **Achieve the development of 200 affordable housing units over eight years, with an emphasis on addressing affordable housing needs of special populations.**	**2021-2029**	**The City was unable to conduct further outreach in 2023. However, the city added new housing overlays to 122 sites (468 parcels consolidated) throughout the City that would allow for the development 6,586 new housing units, including 2,636 lower affordable units.** **In 2023 the city received funding from HCD under the Permanent Local Housing Allocation (PLHA) Program to use towards multi-family and owner-occupied rehabilitation programs for lower and moderate income tenants to make proper improvements, develop incentives to encourage affordable owner-occupied workforce housing, and enhancing homelessness prevention and response efforts.** **In 2023, building permits were issued for the development of a 22 unit townhome development that included two affordable for sale units that would available to two lower income households.**

Homeownership Opportunities	**By 2022, provide links to LACDA and CalHFA homebuyer assistance programs on City website. Increase program outreach in northern Gardena where there are concentrated disproportionate housing needs.** **By 2023 and at least every other year, pursue funding available at HCD to provide a local homebuyer assistance program that is tailored for the local housing market.**	**2021-2023**	**In 2023 the City hired MDG Associates as a consultant to implement the program. Through CDBG funds, the City is planning to provide owner occupants cost assistants for critical repairs and general property improvements.**
Inclusionary Housing	**By the end of 2023, conduct a feasibility study for inclusionary housing and if feasible and appropriate, adopt an inclusionary housing program within one year.**	**2021-2023**	**In October 2022, the City enter into a contract with Economic and Planning Systems Inc., to prepare a feasibility study for inclusionary housing. Staff is continuing to work with this consultant to determine whether the adoption of an inclusionary housing ordinance would be feasible and appropriate for the City. The City's Administrative Services Department is currently in the process of updating the development impact fees for the City,**

Housing Choice Vouchers (HCV)	**By the end of 2023, provide information on the HCV program on City website, and update information semi-annually.** **Work with LACDA to promote acceptance of HCVs through outreach and education to renters, and rental property owners, and managers. Specifically, California legislature passed SB 329, which redefines source of income as "lawful, verifiable income paid directly to a tenant or to a representative of a tenant, or paid to a housing owner or landlord on behalf of a tenant, including federal, state or local public assistance, and federal, state, or local housing subsidies, including, but not limited to, federal housing assistance vouchers issues under Section 8 of the United States Housing Act of 1937." SB 222 passed in 2019 also extends the same protection to VASH (Veterans Affairs Supportive Housing) voucher recipients.** **By the end of 2023, include fair housing information in ADU and SB 9 applications, especially on source of income protection (such as use of HCVs for rent payments).**	**2021-2023**	**Los Angeles County Development Authority continues to provide services to the City to promote acceptance of HCVs through outreach and education to renters, and rental property owners, and managers. Additionally, the South Bay Cities Council of Government assists individuals to obtain HCV.**
Homeless Assistance	**Assist 350 persons at risk of becoming homeless annually**	**2021-2029**	**In 2023, 203 households, containing 334 individuals, have been assisted who contacted the City's Homeless Services. This amount contains anyone who is referred, called, or visits the Recreation and Human Services office.**

Homeownership Opportunities within Existing Higher Resource Neighborhoods	**Establish SB 9 implementation ordinance and one-stop assistance webpage by the end of 2023.** **By the end of 2023, include fair housing information in SB 9 application, especially on source of income protection (such as use of HCVs for rent payments).**	**2021-2023**	**In January 2022, the Gardena City Council adopted Ordinance No. 1838, implementing Senate Bill 9, allowing the subdivision of single-family residentials lots into two and the creation of two residential units per lot as mandated by State law.** **City staff is continuing to establish an application for SB 9 that includes information on fair housing.** **The City received one application for SB 9 subdivision in 2022.** **In July 2023, the City made amendments to Chapter 18.12 of the Gardena Municipal Code to updated interpretations from the State.** **No applications for SB9 were received in 2023**
Removal of Constraints	**By the end of 2022, amend the Zoning Code to address affordable and special needs housing as outlined in this program**	**2021-2022**	**In 2023 City continued to work on zoning code amendments to address affordable and special needs housing as outlined in this program .**
Development Review Procedures	**By the end of 2022, develop procedures to address the streamlining requirements of SB 35 and objective design requirements of SB 330.** **By the end of July 2023, amend the Zoning Code to ensure that the site plan review procedure contains only objective development standards.** **Monitor the City's site plan review procedure every year starting at the end of 2023 to determine if the public hearings for site plan review are creating a constraint.**	**2021-2023**	**The City utilizes the standardized form from the California Department of Housing and Community Development (HCD), for applicants of housing development projects. In 2023 the City received two SB 330 applications.**

Provision of Adequate Sites	**By February 15, 2023, amend the Land Use Plan and adopt an urgency ordinance implementing the housing overlay zones and rezoning for the inventory sites and provide that any project with a minimum of twenty percent affordable housing shall be ministerially approved. Upon adoption of the urgency ordinance, the housing overlay zones will become available immediately for the sites in the RHNA sites inventory. Within one year of the adoption of the urgency ordinance, the City will complete the rezoning of the overlay zones.** **By October 15, 2023, amend the Zoning Code to establish the Housing Overlay to designate adequate candidate sites with the objective of meeting the City's remaining RHNA of 5,047 units. For sites to accommodate the remaining lowerincome RHNA of 2,144 units, the Housing Overlay must meet the requirements of Government Code 65583.2. Among other things, the sites must have a density of at least 30 units per acre, be large enough to permit at least 16 units, and be zoned to allow housing by right with at least 20 percent of the units affordable to lower-income**	**2021-2029**	**In February 2023 the City adopted amendments to the Land Use Plan of the City's General Plan and adopted an urgency ordinance implementing the housing overlay zones and rezoning for the inventory sites.**

Adequate Sites Monitoring (SB 166 – No Net Loss)	**By the end of 2022, develop a formal ongoing procedure to evaluate identified capacity and identify additional sites as necessary.** **Continue to perform project-by-project evaluation to determine if adequate capacity remains for the remaining RHNA**	**2021-2029**	**The City continues to evaluate identified capacity and identify additional sites as necessary.** **In 2023, there were no projects that were developed on an identified site in the City's inventory list. The City continues to have adequate capacity remains for the remaining RHNA.**
Lot Consolidation	**Develop incentives for lot consolidation by October 15, 2023, along with the establishment of the Housing Overlay.** **Beginning in 2024, market lot consolidation incentives to property owners, interested developers, and real estate brokers**	**2021-2029**	**In February 2023, the City Council adopted an ordinance establishing the new Housing Overlays.** **In February 2023, HCD found the City's Housing Element to be in substantial compliance, and the element was readopted by the City Council on February 15, 2023.**
Religious Facility and Institutional Use Housing Overlay	**In 2023, host focus group meetings with housing organizations, and service providers, and faith based groups to discuss how to improve housing related services in Gardena, with a special focus on highlighting opportunities to assist households in areas with higher proportions of residents with special needs, such as seniors, persons with disabilities, or lower incomes, and how to develop new housing in areas of high or highest opportunity.** **By 2025, explore the feasibility of establishing a Housing Overlay on religious and institutional uses or pursue alternative strategies to facilitate affordable housing development on religious facility properties.**	**2021-2025**	**Staff is preparing to conduct these programs in the 2024 calendar year.**

Accessory Dwelling Units	**By the end of 2022, update City website to provide resources for ADU construction, including links to the California Housing Finance Agency (CalHFA) program that provides $25,000 grant to homeowners for ADU construction. City of Gardena 2021-2029 Housing Element 102** **Annually explore funding available at HCD, CalHFA, and other resources to assist in the construction ADUs, particularly affordable ADUs.** **Develop incentives for ADUs by the end of 2023. Incentives may include preapproved plans, expedited review, reduced/deferred fees, and/or technical assistance.** **By the end of 2023, include fair housing information in ADU application, especially on source of income protection (such as use of HCVs for rent payments).** **Achieve 160 ADUs over eight years. By 2025, assess the City's progress in ADU construction and if the City is not meeting its construction goal, adjust the incentives as appropriate. If ADU**	**2021-2029**	**In 2023, 58 permits were issued for ADUs to start construction and 55 ADUs have completed construction in 2023. Of the permits issued, 42 are newly constructed detached ADUs, 9 converted detached ADUs, 6 new attached ADUs, and 1 converted attached ADU.** **In July 2023, the City made amendments to Chapter 18.13 of the Gardena Municipal Code to be in compliance with the State's ADU guidelines** **Staff is continuing to find ways to provide resources for ADU construction and developing incentives.**

Affirmatively Furthering Fair Housing	**Conduct annual fair housing outreach and education workshops targeted for Gardena residents and property owners.** **By June 2023, make available multi-lingual fair housing materials at various media platforms and at public counters and community locations. Fair housing materials will include the new Source of Income Protection under State law (SB 329 and SB 222), which prohibits landlords from rejecting applicants due to the use of public assistance (such as Section 8 Housing Choice Vouchers) for rent payments (see also Program 2.5). City of Gardena 2021-2029 Housing Element 103.** **Conduct fair housing testing at least bi-annually, tailoring testing to emerging trends and changing socioeconomic profile of residents.**	**2021-2029 - bi-annually**	**The Fair Housing Foundation, a non-profit, educational agency dedicated to promoting the enforcement of fair housing laws, conducted four workshops at the City's Nakaoka Center for local Tenants, Landlords, Managers, Property Owners, Attorneys, Realtors and Management Companies, on Federal and State Fair Housing Laws. Additionally, the Community Development Department continues to provide handouts to residents and property owners on the Fair Housing Foundation Rental Counseling Program and other resources that can be provided to them by this agency. Each handout is provided in English and Spanish.** **In 2023, 252 clients were assisted by the Fair Housing Foundation.**

Expand Housing Opportunities	**By October 2023, establish the Housing Overlay to increase housing opportunities throughout the City (Program 4.1).** **By the end of 2023, amend Zoning Code to facilitate the development of a variety of housing types (Program 3.1).** **By 2025, explore the feasibility of a Religious Facility and Institutional Use Housing Overlay or develop other strategies to encourage affordable housing on these properties (Program 4.4)** **Increase outreach and education on opportunities for ADUs (Program 4.5) and SB 9 (Program 2.7) to provide naturally more affordable housing, especially in high resource areas to ensure households in these neighborhoods are aware of the incentives and resources available for the development of ADUs and SB 9 units. Outreach and education will be conducted annually via various venues, including but not limited to the City Hall, Gardena/Carson YMCA, and direct mailing. The goal is to achieve 25 percent of the ADUs/SB 9 units in high**	**2021-2029**	**The City established Housing Overlays to increase housing opportunities throughout the city.**

Place-Based Strategy for Neighborhood Improvements	**The City's RHNA strategy includes introducing new housing opportunities in order to ease overcrowding and displacement pressure. To facilitate residential development in these areas and to ensure quality of life improvements, the City will pursue neighborhood-focused strategies. This includes new programs to code enforcement, increased fair housing outreach, incentives for affordable housing, capital improvements, mircro transit, neighborhood representation, amentities, and improvements, employment services, divital divide, and strategies in areas converting from commercial/industrial to residentail units.**	**2021-2026**	**Three fair housing outreach programs were hosted in the City of Gardena in 2023.** **Planning staff had participated and attended coordinated neighborhood improvement meetings to discuss upcoming projects.**
Rent Mediation Board – Anti-Displacement	**Continue providing rent mediation and arbitration assistance to renters in disputes with landlords.** **Continue conducting the annual survey of rental housing units.**	**2021-2029 - Anually**	**The City continues to provide the Rent Mediation and Hearing Procedure assistance to renters and property owners and continues to conduct annual surveys of rental units. There were a total of 12 rent mediation board meetings in 2023.**

General Comments

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table E

Commercial Development Bonus Approved pursuant to GC Section 65915.7

Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name+	Local Jurisdiction Tracking ID+	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA+ Listed for Informational Purposes Only				Units that Count Towards RHNA + Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1+. For detailed reporting requirements, see the chcklist here:
	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	Extremely Low-Income+	Very Low-Income+	Low-Income+	TOTAL UNITS+	https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2
Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

Project Identifier					Unit Types		Affordability by Household Incomes After Conversion							Units credited toward Moderate Income RHNA		Notes
1					2	3	4							5		6
Prior APN+	Current APN	Street Address	Project Name+	Local Jurisdiction Tracking ID	Unit Category (2 to 4,5+)	Tenure R=Renter	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate- Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total Moderate Income Units Converted from Above Moderate	Date Converted	Notes
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	0		

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Table G
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of

Project Identifier						
1				2	3	4
APN	**Street Address**	**Project Name***	**Local Jurisdiction Tracking ID***	**Realistic Capacity Identified in the Housing Element**	**Entity to whom the site transferred**	**Intended Use for Site**
Summary Row: Start Data Entry Below						

Jurisdiction	Gardena	**NOTE: This table must contain an invenory of ALL surplus/excess lands the reporting jurisdiction owns**	Note: "+" indicates an optional field Cells in grey contain auto-calculation formulas
Reporting Period	2023 (Jan. 1 - Dec. 31)		

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

For Los Angeles County jurisdictions, please format the APN's as follows:9999-999-999

Table H
Locally Owned Surplus Sites

Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	**Street Address/Intersection**	**Existing Use**	**Number of Units**	**Surplus Designation**	**Parcel Size (in acres)**	**Notes**
Summary Row: Start Data Entry Below						

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects WITH a density bonus approved pursuant to Government Code65915(b)(1)(F)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Not
Cells in g

Table J

Student housing development for lower income students for which was granted a density bonus pursuant to subparagraph (F) of paragraph (1) of subdivision (b) of Section 65915

Project Identifier				Project Type	Date	Units (Beds/Student Capacity) Approved						
1				2	3	4						
APN	**Street Address**	**Project Name+**	**Local Jurisdiction Tracking ID+**	**Unit Category** (SH - Student Housing)	**Date**	**Very Low- Income Deed Restricted**	**Very Low- Income Non Deed Restricted**	**Low- Income Deed Restricted**	**Low- Income Non Deed Restricted**	**Moderate- Income Deed Restricted**	**Moderate- Income Non Deed Restricted**	**Above Moderate- Income**
Summary Row: Start Data Entry Below												

Jurisdiction	Gardena	
Reporting Period	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT

Table K

Tenent Preference Policy

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

Does the Jurisdiction have a local tenant preference policy?	
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage on their internet website containing authorizing local ordinance and supporting materials.	
Notes	

Jurisdiction	Gardena	
Reporting Year	2023	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
(CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

Total Award Amount	$ -	*Total award amount is auto-populated based on amounts entered in rows 15-26.*

Task	$ Amount Awarded	$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		**0**

Building Permits Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	2
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		380
Total Units		**382**

Certificate of Occupancy Issued by Affordability Summary		
Income Level		**Current Year**
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		22
Total Units		**22**

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.G
Section: CONSENT CALENDAR
Meeting Date: March 26, 2024

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

AGENDA TITLE: SECOND READING AND ADOPTION OF ORDINANCE NO. 1866, Amend GMC to implement programs set forth in City's 6th Cycle 2021-2029 Housing Element
CONTACT: COMMUNITY DEVELOPMENT

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
As part of the he 2021-2029 Housing Element, the City committed to programs which require that changes be made to its Municipal Code as required by State law and as set forth by State's Department of Housing and Community Development. On February 20, 2024, the City's Planning Commission adopted a resolution by a 5-0 vote recommending the City Council adopt Ordinance No. 1866. On March 12, 2024, Councilmember Love introduced Ordinance No. 1866.

FINANCIAL IMPACT/COST:

ATTACHMENTS:
Ordinance_No._1866__Housing_Programs_.pdf

APPROVED:



_____
Clint Osorio, City Manager

DocuSign Envelope ID: C386E506-3098-4962-8F49-21E656AF6E59

ORDINANCE NO. 1866

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING TITLE 2, TITLE 14, AND TITLE 18 OF THE GARDENA MUNICIPAL CODE RELATING TO CHANGES REQUIRED BY 6TH CYCLE 2021-2029 HOUSING ELEMENT PROGRAMS FOR HOUSING REPLACEMENT, EMERGENCY SHELTERS, AND EMPLOYEE HOUSING AND CHANGES REQUIRED BY STATE LAW AND FINDING THE ADOPTION TO BE EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3)

WHEREAS, on February 15, 2023 the City Council approved the City's 6th Cycle 2021-2029 Housing Element ("Housing Element"); and

WHEREAS, the Housing Element included a number of programs which require the City to make changes to its Zoning Code; and

WHEREAS, in addition to amending the Zoning Code to address the programs listed in the Housing Element, it is also necessary to amend the Zoning Code to address recent changes to state law; and

WHEREAS, at a duly noticed meeting held on February 20, 2024, the Planning Commission of the City of Gardena held a duly noticed public hearing on this matter, at which time it considered all evidence presented, both written and oral; and

WHEREAS, at the close of the public hearing the Planning Commission adopted a resolution recommending that the City Council adopt this Ordinance and City staff file a Notice of Exemption; and

WHEREAS, at a duly noticed meeting held on March 12, 2024, the City Council of the City of Gardena held a duly noticed public hearing on this matter, at which time it considered all evidence presented, both written and oral;

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

SECTION 1. Findings.

A. The foregoing recitals are true and correct.

B. The adoption of the changes to Title 18 are consistent with the City's General Plan. More specifically, these changes implement changes required by the Housing Element and are compliant with state law.

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C. The changes set forth herein represent good land use practices which are required by the public necessity, convenience and the general welfare.

BEGINNING OF TEXT AMENDMENTS

TITLE 2 – ADMINISTRATION AND PERSONNEL

SECTION 2. Section 2.32.020 of the Gardena Municipal Code is hereby amended to read as follows:

2.32.020 Membership.

The Gardena Housing Commission shall consist of five members. Each councilmember shall nominate one member who shall be appointed by the mayor subject to ratification by the council. All members shall be residents of the city, and at least two members shall be tenants of property owned or operated by the Gardena housing authority. One such tenant member shall be over sixty-two years of age if the authority has tenants over such age. At least one member shall be appointed from a census tract identified as disadvantaged in accordance with Government Code section 65302.

SECTION 3. Section 2.40.020 of the Gardena Municipal Code is hereby amended to read as follows:

2.40.020 Membership.

A. The planning and environmental quality commission shall consist of five members who shall be designated respectively as commissioner Nos. 1, 2, 3, 4 and 5. The mayor and each councilmember shall have the right to nominate a commissioner from the citizens at large, and such nominations shall be honored by ratification and confirmation by a majority vote of the membership of the council. Each appointee shall be:

1. A resident of the city for the period of one year immediately preceding appointment; and

2. A registered elector of the city for the period of one year immediately preceding appointment.

B. Officials of the city shall not be eligible to appointment as commissioners, except as may be provided in this chapter for ex officio officers.

C. At least one member of the commission shall be appointed from a census tract identified as disadvantaged in accordance with Government Code section 65302.

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CHAPTER 14.04 – RESIDENTIAL RENT MEDIATION AND HEARINGS

SECTION 4. Section 14.04.050A of the Gardena Municipal Code is hereby amended to read as follows; all other provisions of the section remain the same:

14.04.050 Qualifications.

A. All tenant members shall be tenants of residential rental property within the city, and neither the tenant member, spouse, nor dependents shall have any financial interest in residential income-producing property either in the city or elsewhere. At least one member shall be appointed from a census tract identified as disadvantaged in accordance with Government Code section 65302.

CHAPTER 18.04 - DEFINITIONS

SECTION 5. Chapter 18.04 is amended by adding and amending the following definitions to read as follows:

"Family" means an individual or two or more persons ~~related by blood, marriage or adoption or a group not related by blood or marriage,~~ living together in a dwelling unit where the residents may share living expenses, chores, eat meals together, have a close social, economic, and psychological commitments to each other, and who have common access to and common use of living, eating, and kitchen areas; common access to private bedrooms is not required. ~~as a single housekeeping unit in a dwelling unit~~ Family does not include institutional group living situations such as~~, not including~~ a dormitory, sorority, fraternity, club or group of persons occupying a hotel, lodging house, ~~or~~ institution, or other commercial group living arrangements.

"Supportive housing" means housing with no limit on length of stay that is occupied by the target population ~~as defined in Health and Safety Code Section~~ 50675.14 and that is linked to on-site or off-site services that assist the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

"Supportive services" include, but are not limited to, a combination of subsidized, permanent housing, intensive case management, medical and mental health care, substance abuse treatment, employments services, and benefits advocacy.

"Unlicensed group homes" shall mean housing shared by unrelated persons with disabilities who provide peer and other support for the residents' disability-related needs; supportive services that do not require state licensure may be provided. An unlicensed group home operating as a family is considered a residential use and shall not require any approvals other than what is required for other residential uses in the same zone.

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CHAPTER 18.12 – SINGLE-FAMILY RESIDENTIAL ZONE (R-1)

SECTION 6. Section 18.12.020 of the Gardena Municipal Code is hereby amended by to read as follows:

18.12.020 —Uses permitted.

The following uses shall be permitted in the R-1 zone and other such uses as the commission may deem to be similar to those listed and not detrimental to the public health, safety, and welfare:

A. Single-family dwellings and accessory buildings customary to such uses located on the same lot or parcel of land;

B. Home occupations subject to the provisions of Chapter 18.56;

C. Parks, playgrounds, and public buildings;

D. Family day care homes; provided, a large family day care home shall be permitted subject to approval of a home occupation permit pursuant to Chapter 18.56;

E. Mobile homes certified under the National Mobile Home Construction and Safety Standards Act of 1974 (42 U.S.C. Section 5401 et seq.) on a foundation system, pursuant to Section 18551 of the Health and Safety Code of the state. Further, such mobile homes shall be occupied only as a residential use type and shall be subject to any and all property development standards of the zone;

F. Accessory dwelling unit, as defined in Chapter 18.04 and subject to property development standards set forth in Chapter 18.13;

G. Residential group facility;

H. Transitional housing, subject only to those restrictions that apply to other residential dwellings of the same type in this zone;

I. Supportive housing, subject only to those restrictions that apply to other residential dwellings of the same type in this zone;

J. Home sharing rentals. Home sharing rentals shall be allowed in a single-family residence in accordance with Chapter 5.76. No home sharing rental shall be allowed in any dwelling unit if there is an accessory dwelling unit or junior accessory dwelling unit on the property; -

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K. Employee housing, as defined by Health and Safety Code section 17021.5, when providing accommodations for six or fewer employees, subject only to those restrictions that apply to other residential dwellings of the same type in this zone.

CHAPTER 18.13 – ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

SECTION 7. Section 18.13.040D of the Gardena Municipal Code is hereby deleted.

~~D. Owner/Occupancy. Accessory dwelling units may be rented independently of the primary residence. However, in the R-1 zone, the owner of the property must be an occupant of either the primary residence or the accessory dwelling unit in order for one of the two units to be rented and a covenant shall be recorded to this effect in a form approved by the city attorney. Notwithstanding the foregoing, the owner may rent both the primary residence and accessory dwelling unit to one party with a restriction in the lease that such party may not further sublease any unit or portion thereof. The owner-occupancy requirement shall not be imposed on any accessory dwelling unit approved between January 1, 2020, and January 1, 2025.~~

CHAPTER 18.36 – INDUSTRIAL ZONE (M-1)

SECTION 8. Section 18.36.020, subsection O relating to emergency shelters in the Industrial Zone is hereby amended to read as follows; all other sections remain the same:

18.36.020 Uses permitted.

O. Emergency shelters, subject to the following requirements:

1. The maximum number of beds or clients permitted to be served nightly shall not exceed one per one hundred twenty-five square feet of floor area;

2. Parking at the rate of one space for every employee on the largest shift, provided that the standards do not require more parking than other uses in the zone~~shall be required at the rate of one space for every two rooms, plus one space per six rooms for employee parking with a minimum of three spaces for employees~~;

3. The waiting and client intake area shall be a minimum of one hundred square feet of gross floor area, plus an additional ten square feet for every person which the shelter can serve over ten persons;

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4. Emergency shelters shall not be required to be more than ~~located~~ 300 ~~within three hundred~~ feet of each other;

5. No person may stay in an emergency shelter for more than one hundred eighty consecutive days;

6. An on-site manager shall be required during all hours that the emergency shelter is in operation; an individual or individuals who do not utilize the homeless beds and/or services may be eligible as on-site manager(s);

7. The emergency shelter shall prepare and file a management plan with the city that includes clear operational rules and standards;

8. Lighting shall be provided in all parking, exterior, intake and waiting areas, outside common areas, and along the periphery of the building and facility.

CHAPTER 18.42

SECTION 9. Section 18.42.015 is hereby added to the Gardena Municipal Code to read as follows:

18.42.015 Replacement housing.

The following provisions apply to the replacement of housing units.

A. Replacement housing – Density Bonus projects.

1. Replacement housing in density bonus projects shall be required for all protected units as set forth in Government Code section 65913(c)(3).

2. This requirement applies to any housing development project of five or more residential units, including mixed-use developments.

3. Replacement units shall be located on the site of the housing development project.

B. Replacement housing – Housing Crisis Act.

1. During such time as Government Code section 66300 et seq., the Housing Crisis Act, is in effect and Gardena is considered an “affected city” thereunder, the developer shall be required to provide replacement housing and tenant benefits in accordance with all applicable requirements of Government Code section 66300.6.

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2. This requirement applies to any housing development project of two or more units or any non-residential project which develops on a site which has protected housing units under the Housing Crisis Act.

3. If the project is a residential project, the replacement units shall be located on site of the housing development project.

4. If the project is a non-residential project, the replacement units may be located on a different site within the city, but the replacement units must be developed prior to or concurrently with the development project. The city shall not issue a certificate of occupancy for the non-residential project until the replacement units are under construction. The developer may contract with another entity to develop the required replacement housing.

C. Replacement housing – Housing Element inventory sites.

1. Replacement housing for projects developed on housing inventory sites shall be required as set forth in Government Code section 65583.2(g)(3).

2. This requirement shall apply to a residential or non-residential project which develops on an inventory site which had housing protected under Government Code section 65583.2(g)(3).

a. If the project is a residential project, the replacement units shall be located on site of the housing development project.

b. If the project is a non-residential project, the replacement units may be located on a different site within the city, but the replacement units must be developed prior to or concurrently with the development project. The city shall not issue a certificate of occupancy for the non-residential project until the replacement units are under construction. The developer may contract with another entity to develop the required replacement housing.

D. Replacement housing – supportive housing.

1. Replacement housing for supportive housing projects governed by Chapter 18.76 shall be required to provide replacement housing in accordance with Government Code section 65915(c)(3)

E. Applicants shall be required to provide required information on a development application form under penalty of perjury.

F. If a development project falls under more than one subsection above, it shall be required to comply with the most stringent provisions in cases of conflict.

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CHAPTER 18.45 DESIGN REVIEW

SECTION 10. Section 18.45.010 of the Gardena Municipal Code is hereby amended to read as follows:

18.45.010 Where applies.

Design review applies to:

A. All two-family dwellings;

B. Any new housing project of two or more units, including a residential mixed use housing project as defined in Chapter 18.04, ~~or transitional or supportive housing~~ where either 20 percent of the total units are sold or rented to lower income households or 100 percent are sold or rented to persons and families of moderate income or middle income as those terms are further defined in Government Code section 65915. For purposes of determining the 20 percent, the calculation is based on the number of units prior to the award of any density bonus units that may be requested;

C. A transitional housing project;

~~B.~~D. A supportive housing project, including a supportive housing project as defined in Chapter 18.76.

SUPPORTIVE HOUSING

SECTION 11. A new Chapter 18.76 is hereby added to the Gardena Municipal Code relating to supportive housing in multi-family and mixed-use zones.

CHAPTER 18.76
SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT

18.76.010 Purpose.

A. The purpose of this chapter is to implement the provisions of Government Code section 65650 et seq. relating to supportive housing for a target population of homeless persons as defined in California Health and Safety Code section 5067.14.

B. The provisions of this Chapter take precedence over any section of the Zoning Code to the contrary.

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18.76.020 Use by right.

A supportive housing development of no more than 50 units that meets the requirements of this chapter shall be a use by right in the following zones:

R-2	Low-density multifamily residential
R-3	Medium density multifamily residential
R-4	High density multifamily residential
R-6	Very high density multifamily residential
AMU	Artesia mixed use
C-R	Commercial residential
H-B	Home business
MUO	Mixed use overlay
HO-3	Medium density 20 overlay
HO-4	High density 30 overlay
HO-5	High density 50 overlay
HO-6	Very high density 70 overlay

18.76.030 Application/Processing.

A. The standard application for the housing development project shall be supplemented with the following information:

1. The plan for providing supportive services with appropriate documentation showing that the supportive services will be provided onsite to the residents in the project;

2. The name of the proposed entity or entities that will provide supportive services;

3. The proposed funding source(s) for the provided onsite supportive services;

4. Proposed staffing levels by shift;

5. The number of units that are restricted to residents who meet criteria of the target population;

6. The amount of nonresidential floor area that shall be used for onsite supportive services;

7. An identification of the number of manager units that will be provided; and

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8. An identification of the number of rental dwelling units on site, or units that have been vacated in the five-year period preceding the application, which are subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons of lower or very low income; subject to any other form of rent or price control through a public entity's valid exercise of its police power, or occupied by lower or very low income households.

B. An application shall be reviewed for completeness within 30 days of receipt. The application shall be acted on within 60 days after the application is complete for a project with 50 or fewer units, or within 120 days for a supportive housing project with more than 50 units.

C. The application for a supportive housing project that complies with all applicable requirements, including the requirement for replacement housing, shall be approved.

18.76.040 Parking requirements.

The following parking requirements shall apply:

A. Parking shall be required at the rate of 1.0 space per unit. However, no minimum parking requirement shall apply for the units occupied by supportive housing residents if the development is within ½ mile of a public transit stop.

B. A minimum of one parking space shall be provided for each manager's unit.

C. Parking at the rate of one space for every employee on the largest shift,

18.76.050 Affordability restriction.

The city shall record an affordability restriction against the property which restricts the units to lower income households for a period of 55 years. The applicant shall be required to sign all necessary documents.

SECTION 12. CEQA. The City Council finds that this ordinance is not a "project" subject to the California Environmental Quality Act (CEQA) as it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment (CEQA Guidelines § 15378(a).) The ordinance implements the requirements of state law and the programs required by the City's 6th Cycle Housing Element. In addition to not qualifying as a project, the Ordinance falls within the "common sense" exemption set forth in CEQA Guidelines section 15061(b)(3) which exempts activities where "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." This Ordinance will not have a significant effect as it implements what is already required by State law and will not result in any development or activity with the potential to impact the environment.

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SECTION 13. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

SECTION 14. Certification. The City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within 15 days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

SECTION 15. Effective Date. This ordinance shall take effect on the 31st day after passage.

Passed, approved, and adopted this 26th day of March, 2024.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.H
Section: CONSENT CALENDAR
Meeting Date: March 26, 2024

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

AGENDA TITLE: Approve Amendment to the Agreement between the Los Angeles County Metropolitan Transportation Authority and the City of Gardena for the Transit Access Pass (TAP) Program
CONTACT: TRANSPORTATION

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
The Transit Access Pass (TAP) Program is a regional smart-card program serving as an electronic fare collection system. TAP was developed over many years as a result of a cooperative effort among the Los Angeles County Metropolitan Transportation Authority (Metro) and participating transit operators like the City of Gardena's GTrans. TAP operators have worked together to unify fare media into TAP, simplify marketing messaging and establish regional rules. Metro is responsible for managing the daily operations of TAP, including system configuration, testing, customer service, financial settlement and operational oversight.

All Los Angeles County Transit Operators – including GTrans – participating in TAP have signed a Cooperative TAP Participant agreement with Metro, governing the respective roles and responsibilities in connection with participation in TAP. The existing agreement between Metro and GTrans was approved on June 8, 2021. GTrans wishes to amend the agreement to add the Nakaoka Community Center as an approved location to provide Regional Point of Sale equipment (RPOS), specifically to support the new Flexi program and its senior and disabled paratransit customers under the City's Senior Citizens Bureau. In the future, GTrans hopes to transition paratransit members to the TAP program. Through the addition of the RPOS machine, staff will be able to load TAP cards with the Flexi pass for eligible paratransit customers, and load their fares as needed.

Therefore staff respectfully recommends that Council authorize the execution of the attached amended agreements with Metro.

FINANCIAL IMPACT/COST:
There is no financial impact.

ATTACHMENTS:

TAP Participant Seller Agreement_Final_2.08.21 Executed.pdf
Amendment to TAP Participant Seller Agreement 2-24-2024.pdf

APPROVED:



_____
Clint Osorio, City Manager



Los Angeles County Metropolitan Transportation Authority

TAP© Participant Seller Agreement

This TAP Seller Agreement ("**Agreement**") regarding the selling and loading to TAP cards of transit fare products is made and entered into as of June 8, 2021 ("**Effective Date**") by and between the Los Angeles County Metropolitan Transportation Authority, a California county transportation authority existing under the authority of §§ 130050.2 *et seq.* of the California Public Utilities Code ("**LACMTA**"), and City of Gardena (GTrans), a Municipal Transit Operator (the "**Seller**"), referred to herein individually as a "**Party**" or collectively as the "**Parties**".

Recitals

This Agreement is made and entered into with respect to the following facts:

A. The TAP® program ("**TAP**") is a regional smart-card program developed as a cooperative effort amongst participating public transit operators ("**TAP Participants**") in Los Angeles County providing for the electronic payment of inter- and intra-agency fares via the use of TAP devices on such TAP Participants' universal fare system (UFS) fareboxes, driver control unit light validators (DCU/LVs), bus mobile validators (BMVs) and other fare validators installed on TAP Participants' transit fleet (e.g., bus, rail, among other transit vehicles);

B. LACMTA manages the daily operations of TAP (including system configuration, testing, customer service, financial settlement, and operational oversight). As between the Parties, any (i) application that resides on the TAP card; and (ii) software and data stored on the TAP cards or devices that are used for all transit automatic fare collection purposes (including the loading of stored value or passes, the collection of fares, and the validation of the fare products issued on behalf of the TAP Participants) is owned by LACMTA and its third-party contractor.

C. Public transit patrons that ride LACMTA transit or TAP Participants' transit may pay the transit fare using a TAP card that is loaded with TAP Stored Value or EZ® Transit Pass products ("**TAP Fare Products**"), or TAP Participant-specific fare products (for example, but not limited to, Metro 30-day pass, Foothill 30-day pass, Santa Clarita Day Pass) ("**TAP Participant Fare Products**"). The TAP Fare Products or TAP Participant Fare Products may sometimes be referred to individually or collectively in this Agreement as the "**Fare Products**".

D. Public transit patrons who have a TAP account may also load funds into their TAP accounts (such transaction may be referred to hereinafter as a "**TAP Account Deposit**"), which funds may be used to purchase Fare Products or other multi-modal program products.

E. Seller is a TAP Participant who desires to have the capacity to sell Fare Products to customers or assist customers with a TAP Account Deposit through use of a regional point of sale device; and LACMTA desires the same, pursuant to the terms and conditions set forth in this Agreement; and

F. Concurrently herewith, LACMTA and Seller are entering into that certain TAP® RPOS License Agreement dated of even date herewith (the "**RPOS License Agreement**") and attached hereto as Exhibit A, by which LACMTA is licensing to Seller one or more regional point of sale device(s) ("**RPOS**"), for use in selling Fare Products or loading funds on to a customer's TAP account.

NOW, THEREFORE, in consideration of the above Recitals, and the agreements, representations, warranties, covenants, and conditions contained herein and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, LACMTA and Seller, intending to be legally bound hereby, agree as follows:

1. TERM.

a. The "**Term**" of this Agreement shall commence on the Effective Date and continue on a month to month basis, and shall terminate upon the occurrence of any of the following:

i. Thirty (30) days after written notice from a Party that such Party intends to terminate this Agreement, without cause;

ii. LACMTA's exercise of its right to immediately terminate the Agreement pursuant to Section 4.c. of this Agreement;

b. The bankruptcy or insolvency of Seller or the commencement of proceedings of any kind by or against Seller under the Federal Bankruptcy Act or under any other insolvency, bankruptcy or reorganization act; and

i. In the event of the transfer or sale of Seller's business with or without prior written notice to LACMTA, this Agreement shall automatically terminate, unless LACMTA provides written notice electing otherwise.

c. In the event of termination of this Agreement, (i) the RPOS License Agreement is also deemed terminate; (ii) within fifteen (15) days following the termination date, any unused TAP brochures/materials provided to Seller shall be returned to LACMTA, and Seller shall return the RPOS device(s) to LACMTA (see address in Section 11.c below) or shall contact LACMTA at tpv@taptogo.net or 213.922.6363 to arrange to have the RPOS device(s) removed by LACMTA or its designated agent; and (iii) Seller or Seller's successors or assigns shall remain responsible for remitting to LACMTA all outstanding TAP Net Proceeds, any outstanding payment for TAP cards, and any other amounts that are due and owing to LACMTA, no later than thirty (30) calendar days following the termination date.

2. SELLER RESPONSIBILITIES.

a. Seller shall sell Fare Products and/or add funds to a customer's TAP account (such latter transaction may be referred to hereinafter as a "**TAP Account Deposit**") through use of a RPOS at the location(s) listed in Exhibit B attached hereto, and at such other locations as may be requested by Seller from time to time, subject to LACMTA's prior written approval (the "**Seller Location(s)**"). Furthermore Seller shall only operate the RPOS device(s) at the approved Seller Locations; any change of location in the use of any RPOS device must be coordinated with LACMTA and shall require LACMTA's prior written approval.

b. Seller shall sell TAP cards and Fare Products at rates established by LACMTA (and/or the applicable TAP Participant) as programmed in the RPOS, and shall not deviate therefrom. In the event Seller fails to perform according to this covenant, LACMTA shall have the absolute right to immediately terminate this Agreement, and Section 1.b. would apply. The rates for the Fare Products may be updated from time to time by LACMTA and/or the applicable TAP Participant, each in its sole discretion, in which event the new applicable rates shall be automatically programmed in the RPOS. In the event any Fare Product rates are to be modified, LACMTA shall provide Seller with advance written notice of such change(s) no later than thirty (30) days prior to the effective date of such change(s).

c. Seller shall maintain all printed material, time schedules, folders, circulars and bulletins supplied by LACMTA and/or its agents and shall, to the best of its ability, furnish to the public complete and accurate information in accordance therewith and shall conform to all instructions and rules which may be issued by LACMTA or its agents in connection with the Fare Products.

d. At Seller's sole cost and expense, Seller shall display and make available for distribution to customers at the Seller Location(s), TAP brochures or information regarding Fare Products provided by LACMTA; furthermore, from time to time, LACMTA and/or other TAP Participants may provide TAP or TAP Participant promotional or advertising materials, which Seller may display and make available for distribution to customers at the Seller Location(s).

e. Seller shall use LACMTA and TAP trademarks and logos in accordance with LACMTA graphic design guidelines on all forms of signs and display materials which mention LACMTA and/or TAP, and shall obtain prior approval from LACMTA and/or its representatives on all such materials before posting or displaying.

f. Seller shall furnish a statement of financial responsibility when requested by LACMTA under any plan which LACMTA may arrange or approve.

g. Seller acknowledges and agrees that (i) no provision of this Agreement shall be construed to require LACMTA or the TAP Participants to continue to operate any bus service to or from Seller's Location(s) and any other destination during the Term, and (ii) LACMTA and the TAP Participants shall incur no liability to Seller by reason of any rerouting, rescheduling, discontinuance or other changes in bus or other transit services operated by LACMTA or the TAP Participants.

h. Seller shall be responsible for managing its TAP card inventory's "distribute by" date as follows:

i. TAP card's "distribute by" date sold by Seller to customers shall never be less than the TAP "distribute by" date of eight (8) years from the date of sale;

ii. In the event TAP cards within Seller's inventory reach their minimum "distribute by" date of 8 years, Seller shall notify LACMTA using the contact information provided in Section 11.c. of this Agreement, and LACMTA will coordinate an exchange of such cards for new cards with a later expiration date, at no fee to Seller;

iii. No TAP card stock shall be provided to customers with less than the 8 year "distribute by" date remaining on the card;

iv. All TAP cards sold and distributed to customers must be loaded with a Fare Product.

3. SALES COMMISSION (IF ANY).

a. Seller acknowledges and agrees that as a public transit operator, it desires to sell transit fares as a public service, which it deems to be a benefit to itself since the ability to sell transit fares serves its customers and the transit riding public. Therefore, Seller does not expect to earn any sales commissions from the sale of Fare Products (unless otherwise set forth herein).

b. To the extent the Parties have previously agreed to any sales commission for the sale of applicable Fare Products ("**Seller Commission**"), such commission will be shown on the Positions Report (defined below), and is subject to the terms and conditions set forth in this Section 3.b as follows:

i. Commission rates may change from time to time, as determined by LACMTA or other TAP Participants, and approved by LACMTA in its sole discretion. LACMTA shall provide written notice to Seller of such changes no later than five (5) days prior to the effective date of the change.

ii. Seller must sell Fare Products to members of the public in order to earn the Seller Commission.

iii. The Seller Commission (if any) is earned on Fare Products at the full fare rate, regardless of whether a Fare Product is sold to a qualifying public transit patron who purchases the Fare Product at a reduced fare or discounted rate.

iv. The Seller Commission shall be deducted from the TAP Sales Revenues as described in Section 4.a below.

c. Seller shall contact the authorized representative of LACMTA for determination in all matters related to refunds or adjustments of TAP card sales and Fare Product loads.

4. REMITTANCE OF TAP NET PROCEEDS.

a. The sales proceeds from all sale transactions of Fare Products and funds collected from all TAP Account Deposits that occurred during the prior calendar month period (collectively, the "**TAP Sales Revenues**"), plus the per card fee for any card deliveries occurring during such period, less the applicable Seller Commission (if any) earned by Seller for such period (the net balance of such sums shall be referred to hereafter as the "**TAP Net Proceeds**") shall be fully remitted by Seller to LACMTA in accordance with the following:

i. Monthly Positions and Settlement: All TAP Net Proceeds shall become a part of the Positions Report described in the TAP Regional Operating Rules, Section 12 ("**Positions Report**"). TAP shall prepare the Positions Report, for TAP Net Proceeds occurring during the prior calendar month period. Seller shall not pay any fees for sale of Seller's own pass products, and shall hold any TAP card stored value sales until the next month's settlement, as defined in the TAP Regional Operating Rules. The settlement date is on 15th of every month. If the 15th falls on a weekend or holiday, settlement proceeds will be processed thru bank electronic fund transfer (EFT) and reported on the next working day.

ii. Seller acknowledges and agrees: (i) it is Seller's responsibility to collect from customers, the exact amount owed from a customer that is shown on the RPOS for a customer's transaction (be it the purchase of any TAP cards or Fare Products or the deposit of funds into a TAP Account) prior to completion of a sales transaction; and (ii) the amount used for the calculation of the TAP Sales Revenues in the monthly calculation of the TAP Net Proceeds is determined based on the amount shown in the RPOS at the time of a sales transaction, and any failure of Seller to collect the correct amount is Seller's sole responsibility and shall not modify or affect the calculation of the TAP Sales Revenues for purposes of determining the TAP Net Proceeds for each month's Positions Report.

5. RPOS CONNECTION. LACMTA shall provide at least six (6) months' prior written notice to Licensee before instituting any charges to Licensee for any cellular data used in connection with the RPOS device. Wi-Fi setup in connection with use of the RPOS shall be handled on a case by case basis in coordination with LACMTA.

6. TRUSTEE-BENEFICIARY RELATIONSHIP.

a. The relationship between Seller and LACMTA is that of a trustee and beneficiary, and not that of a debtor and creditor. All TAP cards and TAP Net Proceeds collected by Seller on behalf of LACMTA are the property of LACMTA.

b. Seller shall hold in trust for LACMTA, and for the benefit of TAP Participants as third party beneficiaries, all fare media products, including, without limitation, TAP

cards or other items supplied by LACMTA to Seller for use or sale. Seller shall keep the TAP Net Proceeds and any funds collected for the account of LACMTA, and for the benefit of Participants as third party beneficiaries, in trust, and shall remit the TAP Net Proceeds as provided in Section 4.

c. Seller shall be responsible for (i) all TAP cards and Fare Products, (ii) all other items for sale delivered to Seller by LACMTA, and (iii) all funds collected by Seller under this Agreement, including but not limited to, the funds from TAP Account Deposit transactions and funds collected for the benefit of applicable TAP Participants, and will compensate, indemnify and save harmless LACMTA and the TAP Participants from any loss of the items described in this Section 6.c(i) through Section 6.c(iii), whether occasioned by theft, forgery or any other cause; any and all loss of any such items, either physically and electronically, shall be calculated based on the value thereof.

7. INDEPENDENT CONTRACTOR. Seller's relationship with LACMTA will be that of an independent contractor, and nothing in this Agreement will be construed to create a partnership, joint venture, co-ownership, principal and agent, or employer-employee relationship. Seller is not the agent of LACMTA and is not authorized to make any representation, contract, or commitment on behalf of LACMTA.

8. LACMTA AUDIT/REVIEW RIGHTS. Seller shall permit the authorized representative of LACMTA, during reasonable hours, to examine and audit TAP cards and RPOS sales records, and other property provided by LACMTA to Seller, including TAP Sales Revenues on hand, and to inspect and audit all records and accounts pertaining to the business of LACMTA and the TAP System. As a TAP Participant, at Seller's reasonable discretion, Seller may use the RPOS off site from the Seller Location(s) to sell Fare Products to customers or assist customers with a TAP Account Deposit, provided that Seller shall remain responsible for the RPOS pursuant to the terms and conditions of this Agreement and the RPOS License Agreement. Consistent with the terms and conditions of the RPOS License Agreement, the RPOS geolocation capabilities shall remain enabled at all times, enabling LACMTA to track the RPOS location at all times.

9. BREACH/REMEDY. Unless otherwise provided in this Agreement, in the event Seller breaches of any of the terms and conditions set forth in this Agreement and fails to cure the breach within the cure period set forth in LACMTA's written notice thereof, then in addition to any other right and remedy LACMTA may have, LACMTA may terminate this Agreement. Seller hereby agrees to pay any and all collection costs, court costs and reasonable attorneys' fees that may be incurred in the collection of any outstanding payments owing from Seller to LACMTA and/or legal enforcement of payment obligations.

10. INSURANCE.

a. Seller shall, at his own expense, procure and maintain in effect during the term hereof, public liability insurance with limits of not less than $1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be twice the

required occurrence limit. Products/Completed Operations aggregate shall apply separately to this contract/agreement or the aggregate limit shall be twice the required per occurrence limit.

b. LACMTA shall be provided a Certificate of Insurance naming the LACMTA its subsidiaries, officials and employees as additional insureds under the insurance products required pursuant to this Section 10. LACMTA shall be given thirty (30) days' notice of the termination of such insurance. Such insurance shall protect and indemnify both Seller, LACMTA from any liability arising out of the occupancy and use of the Seller Location(s) by Seller. Seller may satisfy its insurance requirements set forth in this Section 10 by providing evidence, to the reasonable satisfaction of LACMTA, that Seller is legally self-insured. Seller agrees that any program of self-insurance shall protect the interests of LACMTA to the same extent as those interests would have been protected had commercial insurance policies conforming to the requirements of this Article 10 been in effect.

11. MISCELLANEOUS.

a. Governing Law, Jurisdiction, and Venue. This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California applicable to agreements made and to be performed wholly within the State of California. Seller agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Agreement and further agrees and consents that venue of any action brought hereunder shall be exclusively in the County of Los Angeles.

b. Attorney's Fees. Should any Party institute any action or proceeding to enforce or interpret this Agreement or any provision hereof, for damages by reason of any alleged breach of this Agreement, or for a declaration of rights hereunder, the prevailing Party in any such action or proceeding shall be entitled to receive from the other Party all costs and expenses, including reasonable attorneys' and other fees, incurred by the prevailing Party in connection with such action or proceeding. The term "attorneys' and other fees" means and includes attorneys' fees, accountants' fees, and any and all other similar fees incurred in connection with the action or proceeding and preparations therefore. The term "action or proceeding" means and includes actions, proceedings, suits, arbitrations, appeals and other similar proceedings.

c. Notice. Any notice required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been delivered, if hand delivered or deposited with a reputable overnight courier (such as Federal Express, UPS, DHL, or similar courier), postage prepaid, return receipt required, or three (3) business days after deposit into U. S. Mail, certified or registered, postage prepaid and return receipt requested, and shall be addressed as follows, unless otherwise notified in writing of change of address:

If to Seller: City of Gardena (GTrans)
13999 S. Western Avenue
Gardena, CA 90249-3005
Attn: Dana Pynn, Transit Admin. Officer
Telephone: (310) 965-8811
Email: dpynn@gardenabus.com

If to LACMTA: Los Angeles County Metropolitan
Transportation Authority
One Gateway Plaza, Mail Stop 99-04-03
Los Angeles, CA 90012
ATTN: TAP Vendor Support Team
Telephone: (213) 922-6363
Email: tpv@taptogo.net
Facsimile: (213) 922-4036

d. Time of Essence. Time is of the essence of this Agreement and each and every term and provision hereof.

e. No Assignment. Seller shall not assign this Agreement, or any part thereof, without the prior written approval of LACMTA, and any assignment without said consent shall be void and unenforceable.

f. Successors and Assigns. This Agreement shall inure solely to the benefit of, and be binding upon, the Parties hereto and their respective successors and assigns (Participant's assigns, as approved by pursuant to Section 11.e of this Agreement).

g. Entire Agreement. This Agreement supersedes all prior agreements between the Parties with respect to its subject matter and constitutes (along with the RPOS License Agreement) a complete and exclusive statement of the terms of the agreement between the parties with respect to its subject matter. Any oral representations or modifications concerning this Agreement shall be of no force or effect.

h. Modification. No modification of this Agreement shall be effective unless made in writing and signed by each respective Party's authorized representatives.

i. Further Assurances. Subject to agreement by the Parties of the terms thereof, the Parties each agrees to execute any and all other documents and to take any further actions reasonably necessary to consummate the transactions reasonably contemplated hereby.

j. Remedies. The obligations and duties of the Parties hereunder, including their representations, warranties, covenants and agreements, may be enforced by any and all available remedies, including without limitation, specific performance, injunction, damages and declaratory relief.

k. Several Liability. The Parties acknowledge and agree that this Agreement is not an agreement pursuant to or subject to Government Code Section 895 et seq., and that (a) Seller shall have liability hereunder only for those obligations of the Seller in this Agreement and shall have no liability with respect to LACMTA's responsibilities in this Agreement and (b) LACMTA shall have liability hereunder only for the obligations of LACMTA, and shall have no liability with respect to Seller's obligations in this Agreement.

l. Non-waiver of Rights. Unless otherwise specifically provided for in this Agreement, no failure or delay of a Party in the exercise of any right given to such Party hereunder shall constitute a waiver thereof; nor shall any single or partial exercise of any right preclude other or further exercise (therefore or of any other right). The failure of either Party to enforce any provision of this Agreement shall not be construed as a waiver of that provision, nor prevent that Party thereafter from subsequently enforcing that provision or any other provision of this Agreement. No waiver of any provision of this Agreement will be valid unless in writing and signed by the Party against whom such waiver is sought to be enforced.

m. Construction. Headings at the beginning of each paragraph or subparagraph are solely for the convenience of the Parties and not a part of this Agreement. Except as otherwise provided in this Agreement, all exhibits referred to herein are attached hereto and are incorporated herein by this reference. Any reference to a Section herein includes all subsections thereof. This Agreement shall not be construed as if it had been prepared by only one Party, but rather as if all Parties had prepared the same.

n. Severability. If any provision of this Agreement shall be declared by any court of competent jurisdiction to be invalid, illegal or unenforceable, such provision shall be deemed severed from this Agreement, and the remaining parts hereof shall remain in full force and effect, as fully as though such invalid, illegal or unenforceable provision had never been part of this Agreement.

o. Duplicate Originals; Counterparts. This Agreement may be signed in one or more counterparts, each of which shall constitute an original and all of which together shall constitute one and the same agreement. Handwritten signatures to this Agreement transmitted by telecopy or electronic transmission (for example, through use of a Portable Document Format or "PDF" file) shall be valid and effective to bind the Party so signing.

[Signatures on Next Page]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date:

SELLER:

CITY OF GARDENA (GTRANS), a MUNICIPAL TRANSIT OPERATOR

By: Tasha Cerda

Name: Tasha Cerda

Title: Mayor

APPROVED AS TO FORM:
By:

Name: Carmen Vasquez

Title: City Attorney

ATTEST:
By: Becky Romero

for Name: Mina Semenza

Title: City Clerk

LACMTA:

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY, a California county transportation authority existing under the Authority of §§ 130050.2 *et seq.* of the California Public Utilities Code

By: E-SIGNED by David Sutton on 2021-06-24 15:57:46 PDT
Name: David Sutton
Title: Executive Officer, TAP

APPROVED AS TO FORM:

Rodrigo Castro-Silva
County Counsel

By: E-SIGNED by Greg Levine on 2021-06-24 11:16:12 PDT
Deputy

Exhibit A

TAP© RPOS LICENSE AGREEMENT

This TAP® RPOS License Agreement ("**RPOS Agreement**") is made and entered into as of June 8, 2021 ("**Effective Date**") by and between City of Gardena (GTrans), a Municipal Transit Operator ("**Licensee**"), and the Los Angeles County Metropolitan Transportation Authority, a California county transportation authority existing under the authority of §§ 130050.2 et seq. of the California Public Utilities Code ("**LACMTA**"), each sometimes referred to individually as "Party" and collectively as the "Parties".

RECITALS:

A. Licensee and LACMTA have entered into that certain TAP® Participant Seller Agreement dated of even date herewith, whereby Licensee has agreed to sell TAP cards and associated Fare Products, or load value on to a TAP customer's TAP account in accordance with the terms and conditions therein (the "**TAP Participant Seller Agreement**").

B. All capitalized terms used but not otherwise defined in this RPOS Agreement shall have the meaning defined in the TAP Participant Seller Agreement.

C. In order to sell the TAP cards or add cash to a customer's TAP account, Licensee must use a regional point of sale device supplied by LACMTA, which device is loaded with software capable of printing TAP card sales reports and transaction history. The regional point of sale device consists of and is defined hereunder to include all hardware, software, program documentation and any program updates supplied by LACMTA necessary to load the TAP cards with stored value and Fare Products or effectuate a TAP Account Deposit (collectively, "**RPOS**").

D. LACMTA desires to license the RPOS to Licensee and Licensee desires to license the RPOS from LACMTA on the terms and conditions contained in this RPOS Agreement.

NOW, THEREFORE, in consideration of the above Recitals, the agreements between the Parties in the TAP Participant Seller Agreement, and the agreements, covenants, and conditions contained herein and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, LACMTA and Licensee, intending to be legally bound hereby, agree as follows:

AGREEMENT:

1. GRANT OF LICENSE. Subject to the terms and conditions contained herein, LACMTA hereby grants to Licensee and Licensee hereby accepts a non-exclusive, non-transferable, revocable license (the "**License**") to use the RPOS provided by LACMTA for the sole purpose of selling TAP cards with stored value and Fare Products or effectuating TAP Account Deposits in accordance with the TAP Participant Seller Agreement. Licensee shall not use the RPOS for any purpose not specified in this RPOS Agreement or the TAP Participant Seller Agreement.

2. TERM. The License shall commence on the day Licensee receives the RPOS from LACMTA and shall continue until the earlier of either: (i) thirty (30) days after written notice from a Party that such Party is electing to terminate this RPOS Agreement, with or without cause; or (ii) upon termination of the TAP Participant Seller Agreement pursuant to the terms of such agreement, in which event this RPOS Agreement shall concurrently be deemed terminated.

3. USE. Licensee agrees that Licensee will use the RPOS solely for loading TAP cards with stored value and Fare Products or effectuating a TAP Account Deposit transaction; that the RPOS will not be subjected to unnecessarily rough usage, that it will be used in accordance with its design, and that its use will conform with the terms of the TAP Participant Seller Agreement and this RPOS Agreement. Licensee agrees not to allow the use of the RPOS for illegal purposes.

4. PROHIBITED ACTIVITIES. Licensee shall not:

a. Copy, reproduce, tamper or otherwise modify the RPOS or any associated software;

b. Sell, license, sublicense, disclose, distribute or otherwise transfer the RPOS, in whole or in part, or any associated software to any third party;

c. Remove or modify any program markings or any notice of LACMTA's proprietary rights;

d. Make the programs or materials resulting from the RPOS available in any manner to any third party for use by a third party's business operations;

e. Modify, alter or change the RPOS, in whole or in part (including, but not limited to, not disabling the RPOS geolocation capabilities), or attempt to decode, reverse engineer or disassemble the RPOS and associated software; or

f. Disclose results of any program benchmark tests without LACMTA's prior written consent.

5. LOSS/DAMAGE/REPLACEMENT. Licensee shall keep the RPOS in good repair and operating condition, and shall not handle the RPOS in violation of the terms of this RPOS Agreement. If the RPOS is damaged (ordinary wear and tear excepted), lost or stolen, Licensee shall pay a minimum replacement fee of five hundred dollars ($500.00) or more, as determined by LACMTA (fee based on current market replacement cost for RPOS and other administrative costs).

6. NO IMPLIED WARRANTY. LACMTA makes no representations or warranties that the RPOS will perform as indicated or that the RPOS will be suitable for the purposes for which it is permitted to be used under this RPOS Agreement. LACMTA does not guarantee that the RPOS will perform error-free or uninterrupted or that LACMTA will correct all program errors. The implied warranties of merchantability and of fitness for a particular purpose are expressly waived.

7. TITLE/NO ENCUMBRANCE. LACMTA shall, at all times, retain all title to, ownership and intellectual property rights that it may own in and to the RPOS. No title to the RPOS is

transferred hereunder to Licensee. Licensee shall not permit any claim, levy, lien or legal process to be issued against the RPOS.

8. INSPECTION/AUDIT BY LACMTA. Licensee hereby grants LACMTA, or its agent, the right at any time to perform inspections or audits of the RPOS to ensure Licensee's use of the RPOS complies with the terms of this RPOS Agreement. Such inspections or audits shall be conducted during normal business hours. Licensee shall cooperate with LACMTA in any audit, and shall provide LACMTA with all records reasonably related to Licensee's use of the RPOS.

9. SURRENDER OF RPOS. Licensee agrees that on termination of this RPOS Agreement or at the request of LACMTA for surrender of the RPOS, Licensee shall have no rights to use the RPOS, and at such time, (a) LACMTA may disable the RPOS to prevent Licensee from continued use of the RPOS and (b) within fifteen (15) days following the termination or LACMTA request for surrender of the RPOS, Licensee shall return the RPOS to LACMTA (see address in Section 13.c below) or shall contact LACMTA at tpv@taptogo.net or 213.922.6363 to arrange to have the RPOS removed by LACMTA or its designated agent.

10. INDEMNIFICATION. Licensee shall indemnify, defend (with counsel acceptable to LACMTA) and hold harmless LACMTA and its subsidiaries and their respective officers, agents, employees, and directors (collectively, "**LACMTA Parties**") harmless from and against any liability and expenses, including without limitation, defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of risk of property, any legal fees and any claims for damages of any nature whatsoever arising out of Licensee's actions pursuant to this RPOS Agreement and use of the RPOS, except as caused by LACTMA's gross negligence. LACMTA shall, under no circumstance, be liable for special, incidental, exemplary or consequential damages suffered by Licensee, including, but not limited to loss of projects, anticipated revenue, interest, loss of use or other such claims arising from any causes whatsoever, whether or not such loss or damage is based on contract, warranty, tort (including negligence), indemnity or otherwise.

11. BREACH. In the event Licensee breaches the terms of this RPOS Agreement and fails to correct the breach within thirty (30) days after LACMTA provides written notice, in addition to any other right and remedy the LACMTA may have, LACMTA may terminate this RPOS Agreement.

12. NO ASSIGNMENT. Licensee may not assign this RPOS Agreement or give or transfer the RPOS, in whole or in part, to another individual or entity.

13. MISCELLANEOUS.

a. Governing Law, Jurisdiction, and Venue. This RPOS Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California applicable to agreements made and to be performed wholly within the State of California. Licensee agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Agreement and further agrees and consents that venue of any action brought hereunder shall be exclusively in the County of Los Angeles.

b. Attorney's Fees. Should any Party institute any action or proceeding to enforce or interpret this RPOS Agreement or any provision hereof, for damages by reason of any alleged breach of this RPOS Agreement, or for a declaration of rights hereunder, the prevailing Party in any such action or proceeding shall be entitled to receive from the other Party all costs and expenses, including reasonable attorneys' and other fees, incurred by the prevailing Party in connection with such action or proceeding. The term "attorneys' and other fees" means and includes attorneys' fees, accountants' fees, and any and all other similar fees incurred in connection with the action or proceeding and preparations therefore. The term "action or proceeding" means and includes actions, proceedings, suits, arbitrations, appeals and other similar proceedings.

c. Notice. Any notice required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been delivered, if hand delivered or deposited with a reputable overnight courier (such as Federal Express, UPS, DHL, or similar courier), postage prepaid, return receipt required, or three (3) business days after deposit into U. S. Mail, certified or registered, postage prepaid and return receipt requested, and shall be addressed as follows, unless otherwise notified in writing of change of address:

If to Licensee:
City of Gardena (GTrans)
13999 S. Western Avenue
Gardena, CA 90249-3005
Attn: Dana Pynn, Transit Admin. Officer
Telephone: (310) 965-8811
Email: dpynn@gardenabus.com

If to LACMTA:
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza, Mail Stop 99-04-03
Los Angeles, CA 90012
ATTN: TAP Vendor Support Team

d. Entire Agreement. Except for the TAP Participant Seller Agreement, this RPOS Agreement supersedes all prior agreements between the Parties with respect to its subject matter and, along with the TAP Participant Seller Agreement, constitutes a complete and exclusive statement of the terms of the agreement between the Parties with respect to its subject matter. Any oral representations or modifications concerning this RPOS Agreement shall be of no force or effect.

e. Modification. This RPOS Agreement shall not be amended, except in writing signed by each respective Party's authorized representatives.

f. Severability. If any provision of this RPOS Agreement shall be declared by any court of competent jurisdiction to be invalid, illegal or unenforceable, such provision shall be deemed severed from this RPOS Agreement, and the remaining parts hereof shall remain in full

force and effect, as fully as though such invalid, illegal or unenforceable provision had never been part of this RPOS Agreement.

g. Remedies. The obligations and duties of the Parties hereunder may be enforced by any and all available remedies, including without limitation, specific performance, injunction, damages and declaratory relief.

h. Duplicate Originals; Counterparts. This RPOS Agreement may be signed in one or more counterparts, each of which shall constitute an original and all of which together shall constitute one and the same agreement. Handwritten signatures to this RPOS Agreement transmitted by telecopy or electronic transmission (for example, through use of a Portable Document Format or "PDF" file) shall be valid and effective to bind the Party so signing.

[Signatures on Next Page]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date:

LACMTA:

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY, a California county transportation authority existing under the Authority of §§ 130050.2 *et seq*. of the California Public Utilities Code

By: E-SIGNED by David Sutton on 2021-06-24 15:58:03 PDT
Name: David Sutton
Title: Executive Officer, TAP

APPROVED AS TO FORM:

Rodrigo Castro-Silva
County Counsel

By: E-SIGNED by Greg Levine on 2021-06-24 11:16:17 PDT
Deputy

LICENSEE:

CITY OF GARDENA (GTRANS), a MUNICIPAL TRANSIT OPERATOR

By: Tasha Cerda Date: 6/8/2021
Tasha Cerda
Mayor

APPROVED AS TO FORM:

By: Date: 5/26/2021
Carmen Vasquez
City Attorney

ATTEST:

By: Becky Romero for Date: 6/9/2021
Mina Semenza
City Clerk

Exhibit B

SELLER LOCATION(S)

City of Gardena (GTrans)
13999 S. Western Avenue
Gardena, CA 90249-3005
(310) 965-8888

Amendment to TAP Participant Seller Agreement with City of Gardena (G-Trans)

This Amendment to the TAP Participant Seller Agreement is between the Los Angeles County Metropolitan Transportation Authority (LACMTA) and **City of Gardena (G-Trans) ("Seller")**, and dated as of **February 21, 2024.**

RECITALS:

A. LACMTA and Seller entered into that certain TAP Participant Seller Agreement dated as of **June 8, 2021** (the "Existing Agreement").

B. The parties desire to amend the Existing Agreement as specifically provided herein.

AGREEMENT:

1. The parties desire to amend the Existing Agreement by adding the following location(s):

SEE ATTACHED LIST OF LOCATIONS

2. Except as expressly amended hereby, the Existing Agreement remains in full force and effect as originally executed. All rights and obligations of the parties under the Existing Agreement that are not expressly amended by this Amendment shall remain unchanged by this Amendment.

City of Gardena (G-Trans):

By:_____

Title:_____

BY:_____

Title:_____

BY:_____

Title: City Attorney, Gardena

Date: 3/04/2024

Metropolitan Transportation Authority

By:_____
David Sutton
Senior Executive Officer, TAP

BY:_____ 2/23/24
Dawyn R. Harrison
County Counsel

Dated:_____

Approved as to form by LACMTA Office of the County Counsel

Amendment to TAP Participant Seller Agreement
With "Business Name"

ATTACHMENT - LOCATION LISTING

Nakaoka Community Center
1670 W 162nd St
Gardena, CA 90247

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Regular PEQC Meeting Notice and Agenda

Website: www.cityofgardena.org

Tuesday, March 19, 2024 – 7:00 PM

1700 W. 162nd Street, Gardena, California

6.A **Environmental Impact Report (Environmental Assessment #20-21); General Plan Amendment #3-21; Zone Change #4-21; Zone Text Amendment #6-21; Specific Plan #1-21; Site Plan Review #11-21; Vesting Tentative Map #4-21; Development Agreement #2-21, and Affordable Housing Agreement.**

The Planning Commission considered the recommendation to the City Council for the request to approve a Specific Plan (SP #1-21) that provides for development of approximately 5.3-acres for up to 403 residential dwelling units. The project proposed to remove all existing onsite structures and, in their place, construct 328 apartment units in a seven-story apartment building and 75 three-story townhome units within ten buildings. The applicant's request included a General Plan Amendment, Zone Change, Zone Text Amendment, Site Plan Review, Vesting Tentative Tract Map, a Development Agreement and an Affordable Housing Agreement to guarantee the affordability of the 20 lower income units for a period of 55 years. As part of the project, the Planning Commission was asked to consider the Zoning Map and General Plan Land Use map amendments of two separate parcels, immediately adjacent to the project site, to correspond to the existing land uses within each parcel.

The Planning Commission was also asked to make a separate recommendation on certification of an Environmental Impact Report that was prepared by the City.

Project Location: 16829, 16835, 16907, and 16911 S. Normandie Avenue (APN: 6106-030-011, 015, 016, and 017)
Project Applicant: Fred Shaffer and Steve Ludwig – 16911 Normandie Associates,
LLC
Other Project Locations: 16964 Brighton Avenue (APN: 6106-030-008) and unaddressed Union Pacific Railroad parcel (APN: 6106-030-800)

- Staff Report (16911 Normandie)PC.pdf A - Draft Planning Commission Resolution for EIR Certification.pdf Exhibit 1 - City Council CEQA Resolution Exhibit A - Draft EIR.pdf
- Exhibit B - Final EIR.pdf
- B - Draft Planning Commission Resolution for General Plan Amendment.pdf
- Exhibit 1 - City Council General Plan Amendment Resolution
- C - Draft Planning Commission Resolution for Project.pdf
- Exhibit A - City Ordinance for Normandie Crossing Specific Plan Zone Change for ZC #4-21

- Exhibit B - City Council Resolution for approval of Tentative Tract Map .pdf Exhibit C - Normandie Crossing Specific Plan.pdf Exhibit D - Conditions of Approval
- Exhibit E - Development Agreement
- Exhibit F - Draft Affordable Housing Agreement
- Economic Analysis Report prepared by RCLCO.pdf
- Public Comments
- Project Plans.pdf

Commission Action: The Planning Commission directed staff to bring forth resolutions for the following:

- A Resolution recommending the City Council certify the Final Environmental Impact Report as it complied with CEQA;
- A Resolution recommending the City Council approve General Plan Amendment #3-21, to redesignate the project area to Specific Plan, and the adjacent parcels to land use to designations that correspond to their existing uses; and
- A Resolution recommending the City Council deny the requested Zone Change, Zone Text Amendment, Site Plan Review, Vesting Tentative Tract Map, a Development Agreement, and Affordable Housing Agreement.

These resolutions will be brought back to the Planning Commission on April 2, 2024.

PUBLIC COMMENT
UNDER: ORAL COMMUNICATION

'24 MAR18AM 7:53
CITY CLERK'S OFC

Katherine Rhee

From: Brandon Smith <thatbrandonsmith@gmail.com>
Sent: Sunday, March 17, 2024 3:22 PM
To: Public Comment
Subject: Public comment: Marine and Budlong

Caution! This message was sent from outside your organization.

Madame Mayor and members of the city council,

I recently found myself turning left from Marine onto Budlong Avenue and was reminded of young Patrick Chacon's tragic death in a hit and run incident on February 11. Looking at the crosswalk from my vantage point in my Outback, I noticed the viewing angle due to the shape of the road leads to a potentially dangerous foreshortening of the crosswalk paint which would trick the eye into thinking a pedestrian is not as far into the road as they really are—leading to a dangerous collision risk. This is absolutely not to excuse the driver, who must be held accountable, especially for leaving the scene. However, I don't believe this is a unique situation and fear it will be repeated if this intersection isn't addressed immediately. Residents in this area have been saying the same for a long time regarding careless drivers in the area.

I have attached an image from the turn lane at the approximate eye level of a crossover SUV driver; note the view would be even worse for lower vehicles. Notice the farthest yellow crosswalk line is almost invisible on a quick glance like a driver would make when turning on an existing green. A pedestrian in the road would not visibly appear to be in the crosswalk, making a hurried driver think they could beat the pedestrian across.

The road surface must be curved as it is to allow for water runoff—this curve itself is not at issue. However, the road is also designed to keep drivers moving as fast as possible, and if they have been on Marine in this area since west of Normandie, they are conditioned in that moment to continue to drive near the previous speeds they could attain when the street is more of a collector.

Frankly, it's irrelevant which MUTCD warrant is fulfilled for a stoplight at this location, be it traffic levels or pedestrian levels, or worse, pedestrian deaths—5 in five years can warrant a stoplight per the manual. Heaven forbid this stoplight exists because of previous deaths at this same location, because clearly it hasn't solved the problem.

Our Engineering department needs to use its Engineering Judgement, which is also required per the MUTCD, and consider completely changing this area to a roundabout with slight approaching chicanes (subtle back-and-forth protrusions on the curbs), forcing drivers to slow as they approach and also meet crosswalks during left turns in a more

head-on orientation and requiring them to drive more slowly. This does not even have to be a permanent change: temporary, cheap, quick-build solutions are widely available in the industry to test changes such as these. There are solutions that include flatter central shapes allowing large vehicles like school buses and moving trucks to traverse in a more traditional "thru-fashion" without issue—but slower and safer for everyone.

This is a purely residential area. This road is not currently designed as such. It must be prioritized immediately by the city to test new ways of making it safer and not risking a repeat of the tragedy in February. As I have said before, pedestrian deaths are not some natural price we must pay for the use of vehicles. Other cities in the United States and abroad including Hoboken, Helsinki and Olso have brought such deaths to zero year over year.

Not one death—because they had the willpower to study the foundational reasons WHY deaths occurred and change their roads to be safer.

Please see an example roundabout of the above discussion in the linked video:
https://youtu.be/xsSp8gxzfjo

Respectfully,
Brandon Smith
Gardena resident

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 15.A
Section: DEPARTMENTAL ITEMS - POLICE
Meeting Date: March 26, 2024

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

AGENDA TITLE: Approve Agreement Among South Bay Cities for the Joint Use of a Surveillance Sky Tower and Tow Vehicle Obtained Using 2020 State Homeland Security Grant Program Fund

COUNCIL ACTION REQUIRED:
Staff Recommendation: Authorize and Execute contract

RECOMMENDATION AND STAFF SUMMARY:

State Homeland Security Grant Program (SHSGP) 2020 Grant funds provided $337,928 for five South Bay cities (Gardena, Redondo Beach, Hermosa Beach, Manhattan Beach, and Palos Verdes Estates) together to purchase specific equipment to increase the security and surveillance capabilities of the participating agencies at large-scale events.

In compliance with the grant requirements, the City of Redondo Beach took the lead and issued two Request for Proposals (RFPs), one for the purchase of the Surveillance Sky Tower and the other for the purchase of a Tow Vehicle. Upon completion of those processes, Redondo Beach PD purchased the Surveillance Sky Tower from Atlantic Diving Supply, Inc. in the amount of $253,202. The Sky Tower is a towable cabin providing a high-level 360-degree observation platform with the ability to extend to a height of more than two stories. The Sky Tower is equipped with multiple thermal and visible surveillance cameras, a recording system, radios, public address system, and roof-mounted flood lights. The tower cabin has space for two operators or can be deployed unmanned utilizing wireless connectivity that allows authorized personnel to remotely monitor video feeds from the affixed cameras.

The Sky Tower is a specialized piece of equipment which provides the capability to rapidly launch and capture live video during events and critical incidents. The Sky Tower can help the Police Department respond faster to calls for service, gather intelligence, increase protection for large crowds, monitor events, and provide a strategic perspective for Police Department personnel. The Sky Tower provides a unique physical presence that is a highly visible deterrent for criminal activity.

As part of the 2020 State Homeland Security grant, a suitable tow vehicle was approved to transport the Sky Tower. A separate RFP process was conducted for the vehicle which resulted in the Redondo Beach Police Department purchasing a 2022 Ram 5500 Stake Bed truck from Van Nuys Chrysler Dodge Jeep Ram for $80,553. The purchased Tow Vehicle meets all the requirements and capabilities to tow the Sky Tower safely and effectively.

The Sky Tower and Tow Vehicle will be shared equally among the five participating cities for critical incidents, as needed, and reserved for tactical and community events using a shared electronic calendar. Atlantic Diving Supply, Inc. will provide operator training and conduct maintenance on the Sky Tower for the first four years of use, as listed in the Purchase Agreement. Participating cities, such as Gardena, will share the responsibility for the ongoing maintenance and operation costs associated with the Sky Tower and Tow Vehicle in accordance with the attached Agreement.

FINANCIAL IMPACT/COST:

$360 per fiscal year from the General Fund for annual maintenance, and any additional maintenance costs, will be divided equally among the participating agencies.

ATTACHMENTS:

Joint Agency Sky Tower MOU

APPROVED:



_____

Clint Osorio, City Manager

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MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF REDONDO BEACH, THE CITY OF GARDENA, THE CITY OF PALOS VERDES ESTATES, THE CITY OF HERMOSA BEACH, AND THE CITY OF MANHATTAN BEACH FOR JOINT USE OF THE SURVEILLANCE SKY TOWER AND TOW VEHICLE

This Memorandum of Understanding ("Agreement"), entered into on this 5th day of September 2023, by and between the CITY OF REDONDO BEACH, the CITY OF GARDENA, the CITY OF PALOS VERDES ESTATES, the CITY OF HERMOSA BEACH, and the CITY OF MANHATTAN BEACH (individually referred to hereunder as "Party" and collectively as "Parties"), is made in light of the following:

RECITALS

A. Parties are municipal corporations duly organized and validly existing under the Constitution and laws of the State of California and their respective charters, if any.

B. Parties agreed for the City of Redondo Beach to purchase a Sky Tower and Tow Vehicle utilizing Homeland Security grant funding to strengthen regional surveillance capabilities during critical incidents and events, gather intelligence, increase protection, provide a strategic perspective for Police Department personnel, and a physical presence to help deter criminal activity. Such equipment is infrequently used and costly to obtain, maintain, and operate.

C. The approved 2020 State Homeland Security grant designated $337,928 for the purchase of a surveillance Sky Tower and Tow Vehicle that will be shared among the five South Bay participating cities.

D. The Parties enter into this Agreement with the intent to coordinate the acquisition, administration, maintenance, and shared use of the Sky Tower and Tow Vehicle by their respective law enforcement agencies in furtherance of homeland security efforts. In an effort to increase the service life of the Sky Tower and Tow Vehicle and keep them in a condition of readiness for deployment, the Sky Tower and Tow Vehicle will be stored, on a rotating basis, only at the Parties entering into this Agreement and providing annual maintenance, operation, and repair funds.

E. The Parties do not intend this Agreement to be a Joint Powers Agreement, nor do they intend to create through this Agreement a joint powers agency or entity as such terms are defined in the Joint Exercise of Powers Act, Government Code §§ 6500, et seq.

AGREEMENT

NOW THEREFORE, the Parties agree to the following:

Section 1: Purpose

The purpose of this Agreement is to outline the respective responsibilities of the Parties regarding the acquisition, administration, maintenance, and shared use of a Sky Tower and Tow Vehicle for the advancement of homeland security efforts. All Parties agree to comply with the provisions of this Agreement throughout its duration.

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Section 2: General Responsibilities of Parties

The Parties agree to collaborate in acquiring, administering, maintaining, and utilizing the Sky Tower and Tow Vehicle.

Section 3: Acquisition, Administration, Maintenance, and Shared Use of Equipment

The Parties shall designate the City of Redondo Beach as the lead agency to oversee the administration of this Agreement. The City of Redondo Beach will be responsible for coordinating and scheduling the use of the Sky Tower and Tow Vehicle among the Parties.

a) Responsibilities of the City of Redondo Beach
The City of Redondo Beach is responsible for the following:

   1) Administer the Homeland Security Grant through its local Office of Emergency Services, which serves as the funding source for the purchase of the Equipment.

   2) Coordinate the prompt submission of all required documentation to the State Office of Emergency Services for the purchase of the Equipment, drawdown of Grant funds, and disposition of the Equipment.

   3) Purchase the Equipment from Atlantic Diving Supply, Inc (Sky Tower) and Van Nuys Chrysler Dodge Jeep Ram (Tow Vehicle) in accordance with the City of Redondo Beach Municipal Code. The total purchase amount should not exceed $337,928. The City of Redondo Beach will issue a purchase order and make an initial payment for the Equipment from its general fund monies appropriated for this purpose. The City will be reimbursed as provided in Section 4.

   4) Acquire title to the Equipment and registering it with the Department of Motor Vehicles.

   5) Provide a logbook within the Equipment for recording mileage by all Equipment operators.

b) Responsibilities of the City of Redondo Beach, City of Gardena, the City of Palos Verdes Estates, the City of Hermosa Beach, and the City of Manhattan Beach:

   1) In the event that the grant funds fail to cover all costs associated with the purchase, registration, and maintenance of the Sky Tower and Tow Truck, each Party will be responsible for reimbursing Redondo Beach an equal fractional portion of these costs, as defined within this agreement.

   2) Each Party will be responsible for maintaining and storing the Sky Tower and Tow Truck on a rotating basis, ensuring that they are kept in a state of readiness for use. The Parties will coordinate the use of the equipment and maintain its costs and maintenance records.

   3) After completing the use or deployment of the equipment, the responsible Party will be responsible for refueling the equipment, checking fluid levels, and performing basic cleanup of the Sky Tower and Tow Truck. The Sky Tower and Tow Vehicle will then be returned to the hosting city.

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4) Each Party that is solely or jointly responsible for any damage or destruction of any portion of the equipment agrees to defend, indemnify, and hold the other parties harmless from any action brought against those parties as a result of such damage or destruction. The Party or Parties responsible for such damage or destruction must also repair or replace the equipment at no cost to the inculpable Parties.

5) The responsible Party will keep a logbook of the equipment, recording its mileage while it is in their care, custody, and control.

c) The Parties, represented by their respective Chief of Police or their designee, will agree to:
   1) Determine the type and amount of equipment maintenance required, as well as the process for securing a service provider to maintain the equipment. This maintenance shall be consistent with the manufacturer's warranty requirements. Any Party that objects to the type, quantity, or method of maintenance service must bring their concerns to the Chiefs of Police for a majority vote to resolve.
      a) If requested by the City of Redondo Beach, the Parties shall provide documentation demonstrating the maintenance and operation of the Sky Tower and Tow Truck.

      b) Ensure the safe storage of the Sky Tower and Tow vehicle in accordance with the coordination and schedule of the City of Redondo Beach.

   2) Determine any graphic design for the Equipment and placement of law enforcement agency logos on the Equipment.

   3) Use the Equipment primarily within Area "G" of Los Angeles County as a shared resource among the participating Parties. However, in the event of a major disaster or terrorist act requiring mutual aid, the Equipment may be taken to another area outside Area "G," provided that it remains under the operation and control of a Party's employees.

Section 4: Equipment Purchase and Registration

a) The Parties agree to reimburse the City of Redondo Beach for the purchase price of the Equipment and any vehicle registration costs. The reimbursement shall be made in accordance with the terms of this Agreement.

b) Equipment Maintenance. Each Party shall reimburse the City of Redondo Beach its one-fifth share of the cost of Equipment maintenance services within sixty (60) days of receipt of an invoice from the City of Redondo Beach.

c) Disposition of Equipment. Upon expiration or termination of this Agreement, the Parties shall mutually agree upon the physical disposition of the Equipment in accordance with the terms of the Grant. If the terms of the grant do not restrict the disposition of the equipment, a simple majority vote of the Chiefs of Police of the remaining participating Parties may determine the disposition of the vehicle to one or more Parties. Any unamortized value of the Equipment shall be determined and shared equally among the Parties sharing ownership at the time of its disposition. If one or more of the Parties retains sole possession of the vehicle, they shall pay the remaining Parties their fractional share of the

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value. Any proceeds from the sale of the Equipment, after any refund of Grant monies (if required), shall be shared equally among the Parties. This paragraph shall survive expiration or termination of this Agreement.

Section 5: Operation and Reservation of the Sky Tower and Tow Vehicle

a) Reservations for the Sky Tower and Tow Vehicle will be classified as emergent or non-emergent. Emergent use of the vehicle shall take priority over all non-emergent uses.

b) Emergent use of the vehicle shall include the following examples:

    1) Response to acts of terrorism

    2) Response to an unplanned crime enforcement event that involves or potentially involves the continuing threat against law enforcement, fire personnel, or the public, which requires additional surveillance.

c) Non-emergent use of the vehicle shall include the following examples:

    1) Response to a planned enforcement event

    2) Participation in a planned event, such as demonstrations at a community open house, public safety fair, parade, school or club presentation

    3) Participation in training events

d) The Parties will strive to prevent scheduling conflicts by creating a password-protected calendar accessible via the internet to all participating Parties. One Party will host this electronic reservation calendar and provide equal access to all other Parties. The calendar will serve as the single location and determining document for the reservation of the equipment.

e) Parties must enter non-emergent reservations of the vehicle on the calendar with a minimum of three hours prior notice before using the vehicle. Non-emergent reservations of the vehicle will be made on a first-come, first-reserved basis upon entry on the calendar. Reservations for a date and time shall not be made more than one year in advance of the event's date.

f) In case multiple Parties cannot agree on the non-emergent reservation of the vehicle for a specific date or time, a simple majority vote of the chiefs of the participating Parties will resolve the dispute. A chief may designate a voting member when they are not accessible by telephone or email.

g) Emergency uses of the vehicle do not require immediate submission to the calendar. However, Parties should enter emergency uses of the calendar for records purposes, when possible, and no later than twenty-four hours after the event.

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h) Each Party will receive three numbered keys to the Sky Tower. Parties must maintain strict control of the keys. No additional keys will be made by the Parties to prevent the compromise of the vehicle's security. In case of key loss by a Party, all Parties must be notified. The keys to the Tow Vehicle will remain with the Party in possession of it.

i) A Party or Parties may propose the installation of new or upgraded accessory equipment on the Sky Tower and/or Tow Vehicle in the future, citing a need or advantage. The cost of the Equipment will be shared equally among the participating Parties unless more than two Parties dissent to the purchase in a vote of the chiefs of the participating Parties. A Party or Parties may purchase and install accessory equipment at their cost with the approval of a simple majority of the Chiefs of Police from the participating Parties. However, this equipment becomes the property of all the Parties when installed on the Equipment.

j) Parties storing the Sky Tower and Tow Vehicle must make the equipment immediately available to other Parties who have reserved the vehicle. A Party with a pre-planned event may take possession of the Equipment up to twelve hours before the event if there are no other planned uses. The transfer of the Equipment to this Party will be noticed on the calendar to facilitate emergency access and response, if necessary.

Section 6: Term of Agreement

a) The term of this Agreement shall commence on September 5, 2023 and terminate per the terms in paragraph (a)(1) of this Section 6, or when the equipment becomes permanently inoperable or unserviceable.

    1) A Party may withdraw from this Agreement by providing 90 days notice, in writing, to all Parties. A Party that withdraws from this Agreement shall still be responsible for its share of expenses until the end of that fiscal year. Withdrawal shall not relieve the Party from any obligation incurred under this Agreement prior to withdrawal.

    2) Any Party failing to meet the responsibilities, including but not limited to those listed in Section 3(b) and Section 4 shall lose the ability to store or maintain the equipment. Failure to meet the responsibilities by any Party will result in loss of use of the equipment in non-emergency circumstances. The Sky Tower and Tow Vehicle may be requested as mutual aid during emergency situations if operated by a Party compliant to this Agreement.

Section 7. Indemnification

a) Each Party to this Agreement shall be solely liable for, and shall indemnify, defend and hold harmless the other Parties and each of their officers, officials, employees, agents and volunteers ("Indemnitees") from, any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by any of the Indemnitees, the indemnifying Party or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising directly or indirectly from:

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1) The active negligence or intentional acts or omissions of the indemnifying Party or any of its officers, officials, employees, agents or volunteers in the performance of this Agreement; or

2) The ownership, maintenance, operation or use of the Equipment when in the care, custody and control of the indemnifying Party.

b) It is the intent of the Parties that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate cost of any loss, liability, fines, penalties, forfeitures, costs and damages, expense and liability attributable to that Party' s negligence.

c) Each Party shall establish procedures to notify the other Parties where appropriate of any claims, administrative actions or legal actions with respect to any of the matters described in this indemnification provision. The Parties shall cooperate in the defense of such actions brought by others with respect to the matters covered in this Agreement. Nothing set forth in this Agreement shall establish a standard of care for, or create any legal rights in, any person not a Party to this Agreement.

d) It is expressly understood and agreed that there are inherent risks in the operation of the Sky Tower and Tow Vehicle that each Party assumes those risks by entering into this Agreement.

e) This Section 7 shall survive termination or expiration of this Agreement.

Section 8: Insurance

Each Party shall maintain insurance policies or self-insurance programs to fund their respective liabilities, including liability arising out of the ownership, maintenance, operation and use of the Equipment. Evidence of insurance, certificates of insurance or other similar documentation shall not be required of any Party under this Agreement

Section 9: Independent Contractor

a) All Parties acknowledge and agree that they will act as independent contractors, including their officers, agents, and employees, while performing their respective duties and obligations under this Agreement. No Party shall act as an officer, agent, servant, employee, joint venturer, partner, or associate of the other Party. Each Party shall act in an independent capacity, and no Party shall have the right to control, supervise, or direct the other Party's performance of its work and functions. However, each Party shall retain the right to verify that the other Parties are fulfilling its obligations according to the terms and conditions of this Agreement.

b) All Parties shall comply with all applicable laws, rules, and regulations of governmental authorities having jurisdiction over the matters covered by this Agreement.

c) As independent contractors, each Party shall not be entitled to employment rights and benefits available to the other Party's employees. Each Party shall be solely liable and responsible for providing its employees with legally required employee benefits, and each

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Party shall be solely responsible for payment of its employees, including compliance with Social Security withholding and other relevant regulations.

d) Each Party shall be responsible for the professional and personal conduct of its own personnel, and shall assume all personnel costs, including salaries, fringe benefits, overtime, Worker's Compensation Insurance, and training for assigned personnel.

Section 10: Maintenance of Records

Each Party shall maintain accurate and complete books, documents, papers, accounting records, and other evidence pertaining to the performance of this Agreement and any addenda, including but not limited to, the costs of administering the Agreement. All Parties shall make such materials available at their respective offices at all reasonable times during the Agreement period. Each Party and any duly authorized representative of the state or federal government that has provided funding for any acquisition or activities under this Agreement shall have access to any pertinent books, records, and documents of the Parties for audits, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested. This paragraph shall survive termination of this Agreement.

Section 11: Non-waiver

Waiver of any breach or default under this Agreement shall not constitute a waiver of any subsequent or continuing breach of the same or any other provision of this Agreement.

Section 12: Severability

If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect, and the invalid or unenforceable provision shall be replaced by a valid and enforceable provision that reflects the intent of the Parties as closely as possible.

Section 13: Interpretation

The Parties acknowledge that this Agreement is the result of their mutual negotiation and that any ambiguity in the Agreement shall not be construed against any Party. Any disputed provision shall be interpreted in a manner consistent with its plain meaning, and the intent of the Parties shall be given effect.

Section 14: Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California without regard to its conflict of laws provisions. Any legal action arising under or in connection with this Agreement shall be brought in the state or federal courts located in Los Angeles County, California.

Section 15: No Third-Party Beneficiaries

This Agreement is intended solely for the benefit of the Parties hereto and is not intended to confer any rights or remedies upon any person or entity other than the Parties.

Section 16: Assignment and Transfer

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No Party shall assign or transfer its rights or obligations under this Agreement, or its ownership interest in the Equipment, except as expressly provided in this Agreement. No Party shall entrust the Equipment to the care, custody or control of any third party, except for the sole purpose of repairing the Equipment. The assignment of this Agreement by any Party shall not relieve that Party of its obligations hereunder. Any attempted assignment in violation of this Section shall be null and void.

Section 17: Entire Agreement

This Agreement represents the entire understanding and agreement of the Parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings, and agreements between the Parties, whether written or oral. This Agreement may not be amended or modified except in writing signed by written instrument duly authorized and executed by each Party.

Section 18: Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Parties agree that facsimile and electronic signatures shall have the same force and effect as original signatures.

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IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

CITY OF REDONDO BEACH,
a chartered city

DocuSigned by:
William C. Brand
E6413C7231DF4E1...
William C. Brand, Mayor

ATTEST:

DocuSigned by:
Eleanor Manzano
72F2AC716C214CF...
Eleanor Manzano, City Clerk

APPROVED AS TO FORM:

DocuSigned by:
Michael W. Webb
669049EDF03D402...
Michael W. Webb, City Attorney

DocuSign Envelope ID: F31B2A1F-9EA1-4FB1-A327-7E8BB2168418

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

CITY OF GARDENA,
a general law city

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

DocuSign Envelope ID: F31B2A1F-9EA1-4FB1-A327-7E8BB2168418

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

CITY OF PALOS VERDES ESTATES,
a general law city

_____
Jim Roos, Mayor

ATTEST:

_____
Carol Cowley, City Clerk

APPROVED AS TO FORM:

_____
Trevor Rusin, City Attorney

DocuSign Envelope ID: F31B2A1F-9EA1-4FB1-A327-7E8BB2168418

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

CITY OF HERMOSA BEACH,
a general law city

_____
Raymond Jackson, Mayor

ATTEST:

_____
Myra Maravilla, City Clerk

APPROVED AS TO FORM:

_____
Patrick Donegan, City Attorney

DocuSign Envelope ID: F31B2A1F-9EA1-4FB1-A327-7E8BB2168418

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

CITY OF MANHATTAN BEACH,
a general law city

_____
Richard Montgomery, Mayor

ATTEST:

_____
Liza Tamura, City Clerk

APPROVED AS TO FORM:

_____
Quinn Barrow, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.A
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: March 26, 2024

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

AGENDA TITLE: RESOLUTION NO. 6653, Approving the Engineer's Report for the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments under the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, and setting a time and place for hearing protests in relation thereto (Public Hearing: April 23, 2024)

COUNCIL ACTION REQUIRED:
Staff Recommendation: Adopt Resolution No. 6653

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that Council adopt Resolution No. 6653 approving the Engineer's Report pursuant to the requirements of Resolution 6651, regarding the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments under the Gardena Artesia Boulevard Landscaping Assessment District for the fiscal year 2024-2025, and appointing a time and place for hearing protests in relation thereto (Public Hearing: April 23, 2024).

Artesia Boulevard Landscaping Assessment District between Normandie Avenue and Dalton Avenue was established and commenced in fiscal year 1994-1995 and Artesia Boulevard Landscaping Assessment District between Denker Avenue and Western Avenue was established and commenced in fiscal year 2001-2002.

The assessment will pay for the servicing and maintenance costs of landscaping and appurtenant improvements within the median island on Artesia Boulevard between Western Avenue and Normandie Avenue.

FINANCIAL IMPACT/COST:
Budget Amount: $21,662 for Fiscal Year 2024-2025
Funding Source: Assessment District

ATTACHMENTS:

Gardena Landscape Engineer's Report 2024-25.pdf
Artesia Landscaping District Resolution No. 6653.pdf

APPROVED:



_____

Clint Osorio, City Manager

CITY OF GARDENA

GARDENA ARTESIA BOULEVARD
LANDSCAPING ASSESSMENT DISTRICT

ENGINEER'S REPORT

2024-2025

March 11, 2024

CITY OF GARDENA

GARDENA ARTESIA BOULEVARD
LANDSCAPING ASSESSMENT DISTRICT

ENGINEER'S REPORT

2024-2025

Prepared according to the provisions of the Landscaping and Lighting Act of 1972, Sections 22500 through 22679 of the California Streets and Highways Code.

According to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and as directed by resolution of the City Council of the City of Gardena, the City Engineer of the City of Gardena has prepared and submits the Engineer's Report consisting of the following:

1. Vicinity Map
2. Diagram of District
3. Plans and Specifications
4. Estimate of Costs of Maintenance
5. Assessment of Estimated Cost

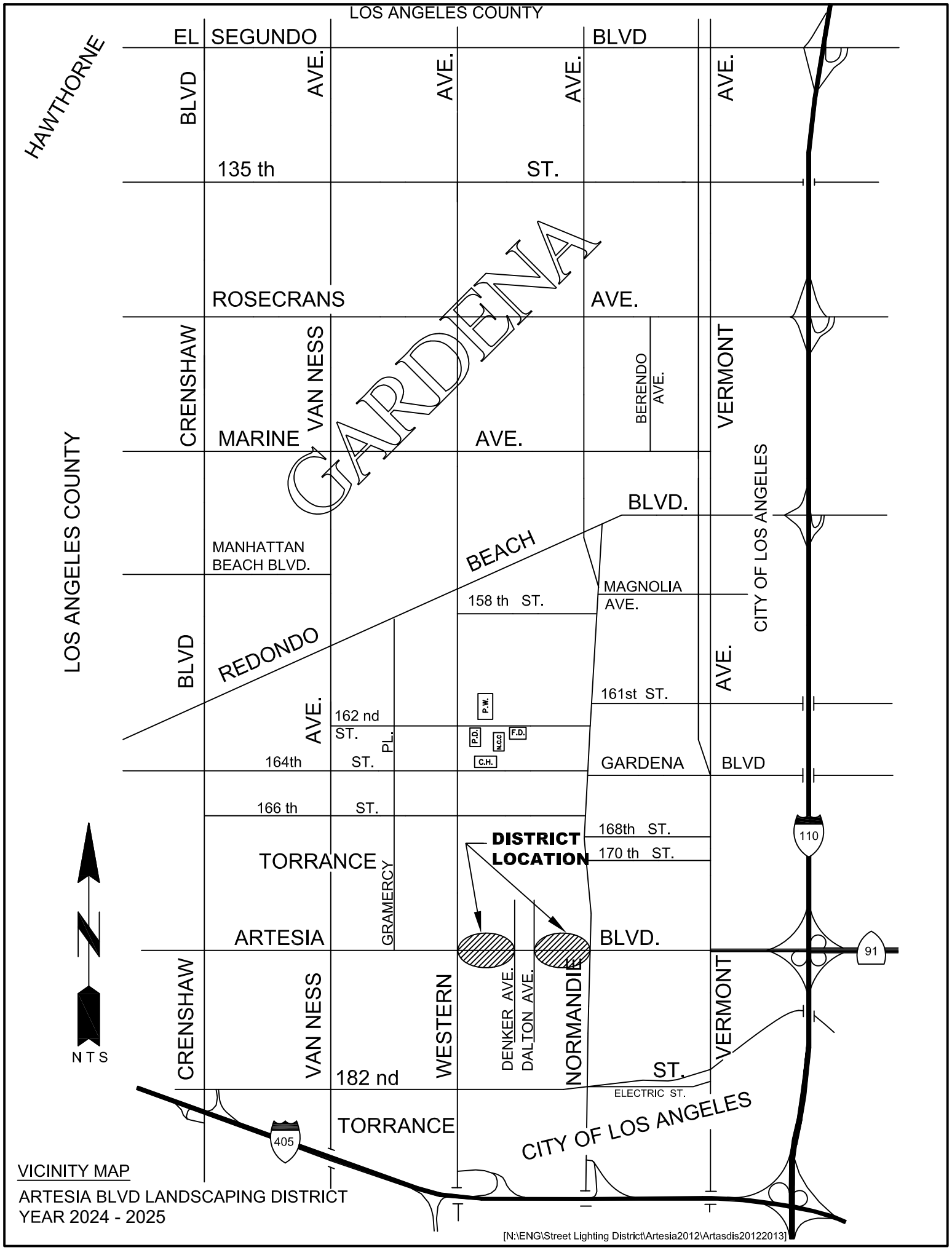
This report is prepared by:



NV5, INC.

JEFFREY M. COOPER, P.E.
R.C.E. No. 31572
ENGINEER OF WORK
CITY OF GARDENA
STATE OF CALIFORNIA

Dated: March 11, 2024

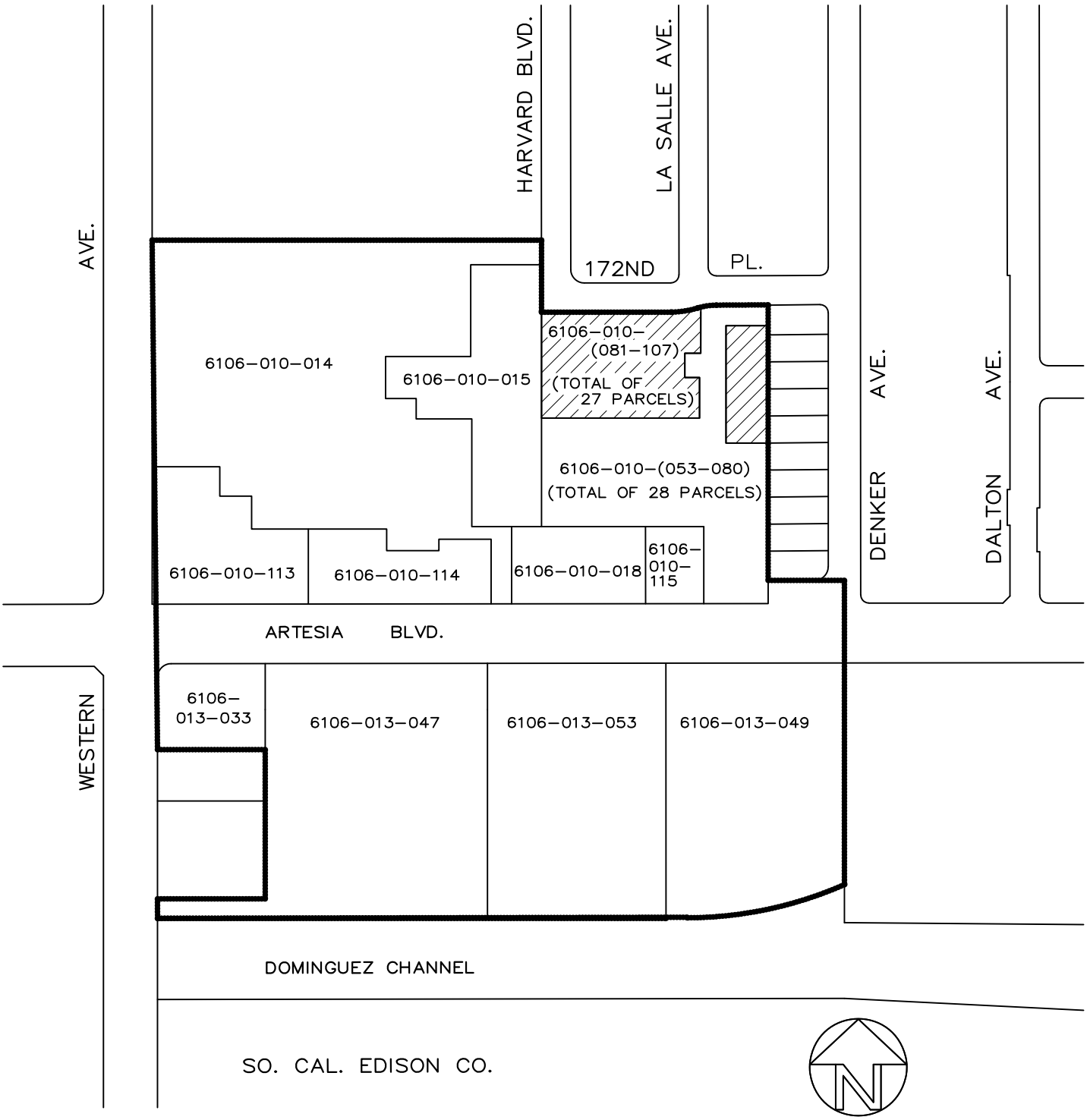


VICINITY MAP

ARTESIA BLVD LANDSCAPING DISTRICT
YEAR 2024 - 2025

[N:\ENG\Street Lighting District\Artesia2012\Artasdis20122013]

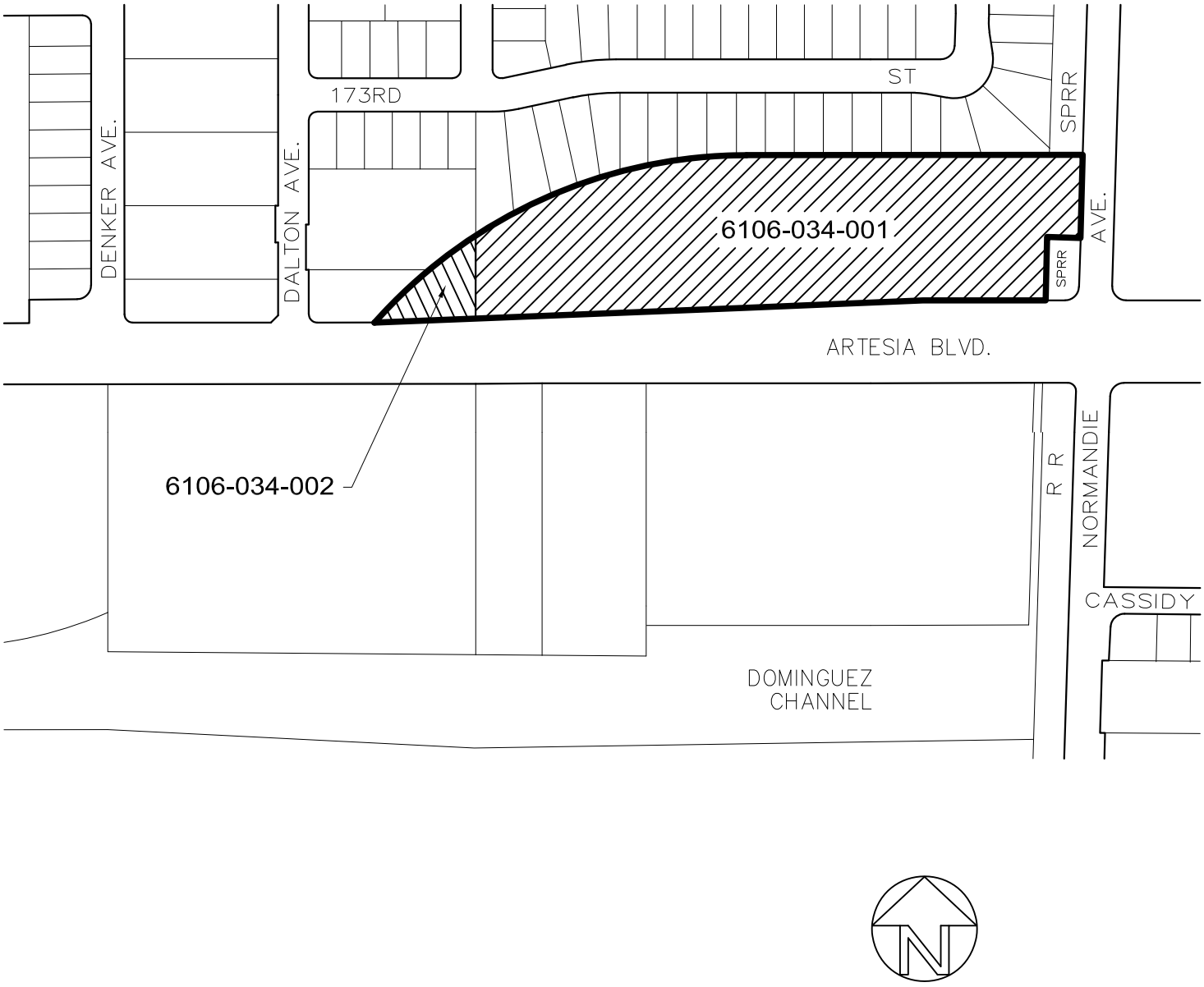
ASSESSMENT DIAGRAM & BOUNDARY MAP
ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT
WESTERN AVE. - DENKER AVE.
FISCAL YEAR 2024 - 2025



CITY OF GARDENA

ENGINEERING DIVISION

ASSESSMENT DIAGRAM & BOUNDARY MAP
ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT
DALTON AVE. - NORMANDIE AVE.
FISCAL YEAR 2024 - 2025



CITY OF GARDENA ENGINEERING DIVISION

PLANS AND SPECIFICATIONS 2024-2025

Plans and specifications for the improvements provided by the Gardena Artesia Boulevard Landscaping Assessment District are on file in the office of the Public Works Director/City Engineer and incorporated into this report by reference. The plans detail the improvement on Artesia Boulevard between Western Avenue and Denker Avenue, and between Dalton Avenue and Normandie Avenue. The improvements are the construction, servicing and maintenance of landscaping and appurtenant improvements within the median islands on Artesia Boulevard between Western Avenue and Denker Avenue, and between Dalton Avenue and Normandie Avenue. The maintenance and servicing for the improvements include, but are not limited to, personnel, electrical energy, and utilities such as water, materials, contracting services, and other items necessary for the satisfactory servicing and maintenance of these services.

ESTIMATE OF COSTS OF MAINTENANCE AND SERVICING

The cost of the maintenance and servicing of the improvement was determined by the costs of the annual contractual services for the landscaped median, including personnel, electrical energy, and utilities such as water, materials, and other items necessary for the satisfactory servicing and maintenance of the landscaped median.

ESTIMATE OF COST
WESTERN AVENUE - DENKER AVENUE
FY 2024-2025

The 1972 Act provides that the total cost of the maintenance and services, together with incidental expenses, may be financed from the assessments proceeds. The incidental expenses may include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with the district proceedings.

Item	Description	Estimated Costs	Prorated Incidental Costs	Estimated Total Costs
A.	Landscaping Construction, Western to Denker	$63,643		
	Additional Median Design	$ 3,600		$76,791
	Construction Mgmt Costs @ 15%	$ 9,548		
B.	1st Annual Payment @ 7% Interest over 5 years	$18,728	$26,138	$44,866
C.	Annual Landscape Maintenance, Western to Denker	$ 4,200	$ 5,862	$10,062
		$99,719	$32,000	$131,719

Items A and B are shown for reference only. Item C is the annual landscape maintenance on Artesia Blvd. between Western Ave. and Denker Ave. in the amount of $10,062.

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. The City may advance funds to the District, if needed, to ensure adequate cash flow, and will be reimbursed for any such advances upon receipt of assessments. Any surplus or deficit remaining on July 1 must be carried over to the next fiscal year.

CITY OF GARDENA
ARTESIA BLVD. LANDSCAPING
ASSESSMENT DISTRICT
FISCAL YEAR 2024-2025

CALCULATION OF ASSESSMENT

Western Ave. - Denker Ave.

ASSESSOR'S PARCEL NUMBER	ACREAGE	ASSESSMENT
6106010014	6.430	$1,909.00
6106010015	1.300	$386.00
6106010018	0.875	$260.00
6106010053	0.096	$28.42
6106010054	0.096	$28.42
6106010055	0.096	$28.42
6106010056	0.096	$28.42
6106010057	0.096	$28.42
6106010058	0.096	$28.42
6106010059	0.096	$28.42
6106010060	0.096	$28.42
6106010061	0.096	$28.42
6106010062	0.096	$28.42
6106010063	0.096	$28.42
6106010064	0.096	$28.42
6106010065	0.096	$28.42
6106010066	0.096	$28.42
6106010067	0.096	$28.42
6106010068	0.096	$28.42
6106010069	0.096	$28.42
6106010070	0.096	$28.42
6106010071	0.096	$28.42
6106010072	0.096	$28.42
6106010073	0.096	$28.42
6106010074	0.096	$28.42
6106010075	0.096	$28.42
6106010076	0.096	$28.42
6106010077	0.096	$28.42
6106010078	0.096	$28.42
6106010079	0.096	$28.42
6106010080	0.096	$28.42
6106010081	0.096	$28.42
	SUB-TOTAL	$3,379.18

CITY OF GARDENA
ARTESIA BLVD. LANDSCAPING
ASSESSMENT DISTRICT
FISCAL YEAR 2024-2025

CALCULATION OF ASSESSMENT
Western Ave. - Denker Ave.

ASSESSOR'S PARCEL NUMBER	ACREAGE	ASSESSMENT
6106010082	0.096	$28.42
6106010083	0.096	$28.42
6106010084	0.096	$28.42
6106010085	0.096	$28.42
6106010086	0.096	$28.42
6106010087	0.096	$28.42
6106010088	0.096	$28.42
6106010089	0.096	$28.42
6106010090	0.096	$28.42
6106010091	0.096	$28.42
6106010092	0.096	$28.42
6106010093	0.096	$28.42
6106010094	0.096	$28.42
6106010095	0.096	$28.42
6106010096	0.096	$28.42
6106010097	0.096	$28.42
6106010098	0.096	$28.42
6106010099	0.096	$28.42
6106010100	0.096	$28.42
6106010101	0.096	$28.42
6106010102	0.096	$28.42
6106010103	0.096	$28.42
6106010104	0.096	$28.42
6106010105	0.096	$28.42
6106010106	0.096	$28.42
6106010107	0.096	$28.42
6106010113	0.854	$253.45
6106010114	0.917	$272.55
6106010115	0.384	$113.68
	SUB-TOTAL	$1,378.60

CITY OF GARDENA

ARTESIA BLVD.
LANDSCAPING ASSESSMENT
DISTRICT

FISCAL YEAR 2024-2025

CALCULATION OF ASSESSMENT
Western Ave. - Denker Ave.

ASSESSOR'S PARCEL NUMBER	FRONTAGE	ASSESSMENT
6106013033	199.000	$831.00
6106013047	411.000	$1,717.00
6106013049	330.000	$1,378.00
6106013053	330.000	$1,378.00
	SUB-TOTAL	$5,304.00
	GRAND TOTAL	$10,061.78

ESTIMATE OF COST
DALTON AVENUE - NORMANDIE AVENUE
FY 2024-2025

The estimated cost of the construction, operation, servicing and maintenance of the improvements are summarized below. Only construction costs for median landscaping between Normandie Avenue and Dalton Avenue have been included. All costs include administration and utilities where applicable.

A.	Median Landscaping Construction (see details next page)	$ 127,400
	+ Contingencies (±10%)	12,700
	City Administration	10,000
		$ 150,100
B.	Median Landscaping Maintenance	$ 11,600

Item A is shown for reference only. Item B is the annual landscape maintenance on Artesia Blvd. between Dalton Ave and Normandie Ave in the amount of $11,600.

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year.

CITY OF GARDENA
ARTESIA BLVD. LANDSCAPING
ASSESSMENT DISTRICT
FISCAL YEAR 2024-2025
ACCT. # 152.53

CALCULATION OF ASSESSMENT

Dalton Avenue - Normandie Avenue

ASSESSOR'S PARCEL NUMBER		FRONTAGE (FT)	ASSESSMENT
6106-034-001		1028.46	$9,897.00
6106-034-002		176.94	$1,703.00
	TOTAL	1205.40	$11,600.00

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RESOLUTION NO. 6653

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROVING THE ENGINEER'S REPORT FOR THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT FOR FISCAL YEAR 2024-2025, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS UNDER THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT FOR THE FISCAL YEAR 2024-2025, AND SETTING A TIME AND PLACE FOR HEARING PROTESTS IN RELATION THERETO (PUBLIC HEARING: April 23, 2024)

WHEREAS, the City of Gardena, California, previously established the Gardena Artesia Boulevard Landscaping Assessment District and;

WHEREAS, on Feb. 13, 2024, the City Council of the City of Gardena, California, adopted Resolution No. 6651 that requires City Council to direct the City Engineer to prepare and file a report according to the provisions of the "Landscaping and Lighting Act of 1972" of the State of California Streets and Highways Code, Division 15, Part 2, for assessments to be levied upon and collected through the Gardena Artesia Boulevard Landscaping Assessment District for fiscal year 2024-2025, and;

WHEREAS, the Engineer's Report bearing the date of March 11, 2024, was prepared and was filed in the office of the City Clerk, and;

WHEREAS, the City Clerk has presented the Engineer's Report to the City Council, and said Council has examined and considered the Engineer's Report and is satisfied with all the items contained in Engineer's Report, and;

WHEREAS, the City Council of the City of Gardena, California, proposes to levy and collect annual assessments according to the "Landscaping and Lighting Act of 1972" of the State of California Streets and Highways Code, Division 15, Part 2, for Fiscal Year 2024-2025

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

SECTION 1. That the Engineer's Report bearing the date of March 11, 2024, was prepared and filed with the City Clerk in conformity with the provisions of the State of California Streets and Highways Code, Division 15, Part 2, Landscaping and Lighting Act of 1972. The Engineer’s Report contains the plans and specifications for the maintenance of the improvements, an estimate of the costs of the maintenance and servicing, a diagram for the assessment district and an assessment of the estimated costs of the maintenance and servicing of the improvements.

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SECTION 2. The City Council approves the Engineer's Report as filed and sets a public hearing for Tuesday, April 23, 2024, at 7:30 p.m., in the Gardena City Council Chambers, 1700 West 162nd Street, in the City of Gardena, California, to consider the levy and collection of the assessment for the Gardena Artesia Boulevard Landscaping Assessment District for Fiscal Year 2024-2025.

SECTION 3. The City Clerk or designee is authorized and directed to give notice of the hearing in time, form, and manner as required by the California Streets and Highways Code, Division 15, Part 2, Landscaping and Lighting Act of 1972.

SECTION 4. That the City Council declares its intention to levy upon and collect assessments at the same rate as previously established through the Gardena Artesia Boulevard Landscaping Assessment District for Fiscal Year 2024-2025, except that no assessments shall be imposed upon property owned by the state or federal government or any local agency.

SECTION 5. That the boundaries of the Gardena Artesia Boulevard Landscaping Assessment District are as shown and described in the attached map and incorporated by reference.

SECTION 6. That the purposes of the District are those provided for in the Engineer's Report on file with the City Clerk.

SECTION 7. 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 26 day of March, 2024.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk
APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.B
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: March 26, 2024

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

AGENDA TITLE: RESOLUTION NO. 6654, Approving the Engineer's Report for the Gardena Consolidated Street Lighting Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments under the Gardena Consolidated Street Lighting District for fiscal year 2024-2025, and setting a time and place for hearing protests in relation thereto (Public Hearing: April 23, 2024)

COUNCIL ACTION REQUIRED:

Staff Recommendation: Adopt Resolution No. 6654

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that Council adopt Resolution No. 6654 approving the Engineer's Report for the Gardena Consolidated Street Lighting Assessment District for fiscal year 2024-2025, declaring its intention to levy and collect assessments for fiscal year 2024-2025 and setting at time and place for a Public Hearing thereon (Public Hearing: April 23, 2024).

On July 28, 2009, the City Council approved and confirmed an increase in the assessment of the City of Gardena's Consolidated Street Lighting District through Proposition 218 proceedings, and as described in the attached Engineer's Report.

The Consolidated Street Lighting District pays for all energy costs, construction and maintenance costs of the street lighting.

FINANCIAL IMPACT/COST:

Budget Amount: $907,006.84 for Fiscal Year 2024-2025
Funding Source: Assessment District

ATTACHMENTS:

Gardena SLD Engineer's Report 2024-25.pdf
Consolidated Street Lighting District Resolution No. 6654.pdf

APPROVED:



_____

Clint Osorio, City Manager

CITY OF GARDENA

CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT

ENGINEER'S REPORT

2024-2025

March 11, 2024

ENGINEER'S REPORT

CITY OF GARDENA
CONSOLIDATED STREET LIGHTING DISTRICT

FISCAL YEAR 2024-2025

Signatures 2
Definition & General Information 3
Summary 5
Report 7
Part A: Description of Improvements 7
Part B: Estimate of Cost 8
Part C: Assessment District Diagram 10
Part D: Method of Apportionment of Assessment 11
Part E: Property Owner List & Assessment Poll 12
Part F: Financial Study 13
Appendix A: Financial Study Detail 15

ENGINEER'S REPORT

CITY OF GARDENA
CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT

FISCAL YEAR 2024-2025

The undersigned acting on behalf of the City of Gardena, respectfully submits the enclosed Engineer's Report as directed by the Gardena City Council pursuant to the provisions of Article XIIID, Section 4 of the California Constitution, provisions of the Landscaping and Lighting Act of 1972, and Section 22500 et al of the California Streets and Highways Code. The undersigned certifies that he is a Professional Engineer, registered in the State of California.

DATED:

March 11, 2024



BY: Jeffrey M. Cooper, P.E.

P.E. No. 31572

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram was filed with me on the_____day of_____, 2024.

Mina Semenza, City Clerk
City of Gardena, Los Angeles County, California

By:

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment Roll and Assessment Diagram was approved and confirmed by the City Council of the City of Gardena, Los Angeles, California, on the _____day of _____, 2024.

Mina Semenza, City Clerk, City of Gardena, Los Angeles County, California

By:

DEFINITION & GENERAL INFORMATION

Assessment District

An Assessment District is a financing mechanism under The California Streets and Highways Code, Division 10 and 12, which enables cities, counties, and special districts organized for the purpose of aiding in the development or improvement to, or within the district, to designate specific areas as Assessment Districts, with the approval of a majority of the landowners based on financial obligations, and allows these Districts to collect funds to finance maintenance efforts or construct improvements. Assessment Districts help each property owner pay a fair share of the costs of such improvements or maintenance obligations over a period of years at reasonable rates and insures that the cost will be spread to all properties that receive direct and special benefit by the improvements constructed or maintained. "Assessment" means any levy or charge by an agency upon real property that is based upon the special benefit conferred upon the real property by a public improvement or service that is imposed to pay the capital cost of the public improvement, the maintenance and operation expenses of the public improvement, or the cost of the service being provided. "Assessment" includes, but is not limited to, "Special Assessment," "Benefit Assessment," and "Maintenance Assessment."

Current Annual Administration

As required by the Landscaping and Lighting Act of 1972, this Engineer's Report describes the improvements to be operated, maintained, and serviced by the District, provides an estimated budget for the District, describes the properties and zones of benefit within the District, describes the method used to allocate the costs to the benefiting properties within the District, and lists the proposed assessments to be levied upon each assessable lot or parcel within the District.

Plans and specifications for the improvements provided by the District are on file in the office of the Public Works Engineering Division and are incorporated into this report by reference. The plans and specifications detail the location, class and type of each existing street lighting fixture. The fixtures are delineated on a plan of the City and the site of each fixture is detailed indicating attributes of the fixture. The attributes include the intensity of the lamp and type of light. A summary is also incorporated listing the number and totals for each type of luminaries.

Payment of the assessment is placed on each property owner's secured property tax roll bill. All funds collected through the assessment must be placed in a special fund and can only be used for the purposes stated in this report.

ENGINEER'S REPORT PREPARED PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972
SECTION 22500 THROUGH 22679
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

Pursuant to Part 2 of Division 15 of the Streets and Highways Code of the State of California, and in accordance with the Resolution of Initiation adopted by the Council of the City of Gardena, County of Los Angles, State of California, in connection with the proceedings for:

CITY OF GARDENA
CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT

Herein after referred to as the "Assessment District" or "District", I, Jeffrey M. Cooper, P.E., the duly appointed ENGINEER OF WORK, submit herewith the "Report" consisting of six (6) parts as follows:

PART A: DESCRIPTION OF IMPROVEMENTS

Part A describes the improvements in the District. Plans and specifications for the improvements showing and describing the general nature, location, and extent of the improvements are on file in the Office of the City Clerk of the City of Gardena; and are incorporated herein by reference.

PART B: ESTIMATE OF COST

Part B contains an estimate of the cost of the proposed improvements for FY 2024-2025, including incidental costs and expenses in connection therewith.

PART C: ASSESSMENT DISTRICT DIAGRAM

The Diagram of the Assessment District Boundaries showing the exterior boundaries of the Assessment District, the boundaries of any zones within the Assessment District, and the lines and dimensions of each lot or parcel of land within the Assessment District.

The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the year when this Report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

PART D: METHOD OF APPORTIONMENT OF ASSESSMENTS

The method of apportionment of assessments, indicating the proposed assessment of the total amount of the costs and expenses of the improvements upon the several lots and parcels of land within the Assessment District, in proportion to the estimated benefits to be received by such lots and parcels.

PART E: PROPERTY OWNER LIST & ASSESSMENT ROLL

Part E includes a list of the names and addresses of the owners of real property within the Assessment District, as shown on the last equalized roll of the Assessor of the County of Los Angeles are included in Part E. The list is keyed to the records of the County Assessor of the County of Los Angeles, which are incorporated herein by reference.

PART F: FINANCIAL STUDY AND PROPOSED RATE INCREASE

Part F includes the Financial Study performed for fiscal year 2024-2025 of the base year. This section includes detailed information regarding the proposed rate increase for the District for the fiscal year and provides estimates for future years.

PART A

DESCRIPTION OF IMPROVEMENTS

The facilities, which have been constructed within the boundaries of the City of Gardena District, and those which may be subsequently constructed, will be operated, maintained and serviced as generally described as follows:

DESCRIPTION OF IMPROVEMENTS
FISCAL YEAR 2024-2025

CITY OF GARDENA
CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT

The facilities to be maintained and serviced include an annexed area called the West Gardena area in 1995. The costs for the street lighting were paid through the County of Los Angeles by an ad valorem tax and assessment. The lighting costs were transferred to the City of Gardena in 1997 after the removal of the County Lighting District and Assessment District. The ad valorem tax charge of the County for lighting was also transferred to the City of Gardena to fund the lighting costs in this area in 1997. The plans for lighting reflect the addition of the new lighting.

The plans and specifications for the improvements, showing and describing the general nature, location and the extent of the improvements, are on file in the office of Public Works, and are incorporated herein by reference.

PART B

ESTIMATE OF COST

The 1972 Act provides that the total cost of installation, construction, operation, maintenance and servicing of the improvements described in Part A can be recovered by the District. Maintenance can include the repair and replacement of existing facilities. Servicing can include electrical and associated costs from a public utility. Incidental expenses, including administration of the District, engineering fees, legal fees, printing, posting and mailing of notices, and all other costs associated with the annual assessment process can also be included.

The estimated costs of the operation, servicing and maintenance of the improvements for Fiscal Year 2024-2025, as described in Part A, are summarized herein, and described in the Proposed Budgets on the subsequent pages.

The significant increases in energy costs experienced in early 2001 are expected to continue through 2024-2025. The City had anticipated increases in energy costs for several years and had set aside reserves to pay for the increases. However, the depletion of this reserve has warranted an increase in assessments.

The City of Gardena, in 2009-2010 fiscal year increased the assessment by conducting an assessment ballot (Proposition 218) proceeding by mailed ballots for approval of the increase, in accordance with Section 53753 of the Government Code and Section 4000 of the Election's Code.

The increase in assessments in the FY2009-2010 did not allow the District to wipe out its negative reserve in the 2010-2011 and 2011-2012 fiscal years; however, for 2012-2013 fiscal year, with 2.09% increase, the reserve started a modest gain; and for 2021-2022 fiscal year, with projected 0.9% increase the District is also projected to build up reserves in the positive. The fiscal year 2022-2023 7.5% increase for the District helped further build up resources. The increase for fiscal year 2023-2024 was 5.8%. For fiscal year 2024-2025, the increase is projected to be 2.5%

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year.

The LED Street Light Conversion was completed in year 2019. However, savings will be minimal, if any, until the recouping cost period of 20 years is completed.

CITY OF GARDENA
CONSOLIDATED STREET LIGHTING DISTRICT
ACCT# 152.51

CALCULATION OF ASSESSMENT

2024-2025

TOTAL ESTIMATED COSTS OF THE GARDENA CONSOLIDATED STREET LIGHTING DISTRICT **$907,006.84**

REVENUE (2.5% Increase); per Consumer Price Index (CIP) on page 13

ZONE	DESCRIPTION	$/FRONT FOOT	TOTAL FRONTAGE	ASSESSMENT
1	RESIDENTIAL	1.035	521,506	$539,758.71
2	COMMERCIAL	2.296	79,716	$183,027.94
3	MANUFACTURING	1.527	101,482	$154,963.01
4	GARDENA BOULEVARD	2.296	5,022	$11,530.51
2	UTILITIES	2.296	6,633	$15,229.37
	PUBLIC AGENCY	0.226	11,050	$2,497.30
			TOTAL	**$907,006.84**

PART C

ASSESSMENT DISTRICT DIAGRAM

Diagrams showing the exterior boundaries of the City of Gardena Consolidated Street Lighting Assessment District and the lines and dimensions of each lot or parcel of land within the District are in the Public Works Director's Office and referenced herein.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles, for the year in which this report was prepared. The Assessor's maps and records are incorporated by reference herein and made part of this report.

PART D

METHOD OF APPORTIONMENT OF ASSESSMENT

GENERAL

Part 2 of Division 15 of the Streets and Highways Code, the Landscaping and Lighting Act of 1972, permits the establishment of assessment districts by public agencies for the purpose of providing certain public improvements, which include operation, maintenance and servicing of street lights, traffic signals, and landscaping.

Section 22573 of the Landscape and Lighting Act of 1972 requires that maintenance assessments be levied according to benefit rather than according to assessed value. This Section States:

> "The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefit to be received by each such lot or parcel from the improvements."

In addition, Article XIIID, Section 4(a) of the California Constitution limits the amount of any assessment to the proportional special benefit conferred on the property.

The Act permits the designation of benefit zones within any individual assessment district if "by reasons or variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement" (Sec. 22574). Thus, the 1972 Act requires the levy of a true "benefit assessment" rather than a "special tax."

ASSESSMENT METHODOLOGY

The total operation, maintenance, and servicing costs for the assessment district improvements are apportioned in accordance with the benefit spread described below.

General versus Special Benefit

The assessment cost for each parcel is determined by the front linear footage of the property, multiplied by the applicable rate for that parcel. If the property faces more than one street or alley, the cost is determined by the linear footage of the longest side facing a street/alley plus 10 percent of the rest of the sides facing a street/alley, multiplied by the rate. Rate of assessment is determined by zone. The rates are determined by the quantity of street lighting in each zone, spacing frequency being most intense in commercial zone and least intense in residential zones and near public properties. This method of apportionment ensures that properties are not assessed in excess of the proportional special benefit conferred.

PART E

PROPERTY OWNER LIST & ASSESSMENT ROLL

The total proposed assessment for Fiscal Year 2024-2025 and the amount of proposed assessment apportioned to each lot or parcel within the District, as shown on the latest roll at the County of Los Angeles Assessor's Office, are contained in the Assessment Rolls and the description of each lot or parcel is part of the records of the Assessor of the County of Los Angeles and these records are, by reference, made part of this Report.

The included tracts of land have been subdivided into four zones, with each of subject lots benefiting from the improvements being maintained. Therefore, the costs associated with the street lighting within and directly adjacent to each tract, as shown in Part B of this report will be apportioned to pay in accordance with the property frontage within each zone.

PART F

FINANCIAL STUDY

Staff has performed a financial study of the District for the 2024-2025 FY to ensure that the maintenance and improvement costs for the district were funded appropriately.

In FY 2009-2010, through Prop. 218, the City of Gardena approved increased assessments for the District as indicated in the summary below. Additionally, the study recommended adjustment of future annual assessments as needed, per the Consumer Price Index (CPI), All Urban Consumers, for the Los Angeles, Long Beach, and Anaheim Areas, not to exceed 50% of operating reserves. The actual assessments levied in any fiscal year will be approved by the City Council. Please see "Appendix A" for a copy of the detailed Financial Study for the District.

Since the increase in the assessments was approved, benefit areas within the District will continue to be maintained at the highest service levels. The proposed increase includes language to adjust assessments per the CPI, future votes regarding this annual increase will not be needed; however, each year staff will present the annual Engineer's Reports with the recommended assessment amount. For FY 2024-2025, an increase of 2.5% is recommended.

LIGHTING ASSESSMENT DISTRICT

	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16
CPI Rate Increase		N/A	Actual	Actual	Actual	Actual	Actual	Actual
Percentage Assessment Rate Increase		28.00%	1.8554%	1.4056%	2.09%	1.96%	0.7737%	0.726%
Approximate Assessment (Annual) X 1,000	**$485**	**$620**	**$627**	**$636**	**$649**	**$658**	**$661**	**$665**

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
CPI Rate Increase	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Percentage Assessment Rate Increase	3.1%	2.1%	3.5%	3.2%	3.4%	0.9%	7.5%	5.8%	2.5%
Approximate Assessment (Annual) X 1,000	**$682**	**$696**	**$720**	**$746**	**$771**	**$778**	**$837**	**$886**	**$908**

OPERATING EXPENDITURES

The following information describes the types of costs associated with maintaining the District, as well as information regarding the proposed rate increase. The financial study projects the expenditures and revenues through Fiscal Year 2024-2025.

CPI – Annual Increase According to Need

In FY 2009-2010, the City approved a recommended scaled increase in assessments to occur over a two year period for the District. After the initial scaled increase, the assessments are increased annually per the CPI on an as needed basis (0.9% per year for the study). Should the district reach a reserve level not-to-exceed 50% of operating revenues, the assessment will not be increased per the CPI for the year. Each year, the City will evaluate the reserves and the expenditures, and inform the residents whether or not an increase per the CPI will be necessary for the upcoming year.

Maintenance Upgrades/Projects

The line item in the proposed budget and financial study for "Maintenance Upgrades/Projects" includes any new projects such as new conduits, wiring, lights, or poles, etc. that can be scheduled for the upcoming year. Often, City staff receives input from residents on any projects that a district may like to see completed. The proposed budget includes an estimate for these projects, and if the amount actually spent each year is less than the estimate, the remaining balance returns to the District's reserve fund. Should the amount exceed the estimate, then the funds needed would be taken from the reserve fund.

Reserve Fund

Any remaining funds not used from the previous year are added to the District's reserve fund. The reserve fund should have sufficient funds available to lessen the fiscal impact of any unforeseen expenditures. Staff is recommending that the district maintain a healthy reserve balance of an amount not-to-exceed 50% of the total annual assessments.

APPENDIX A

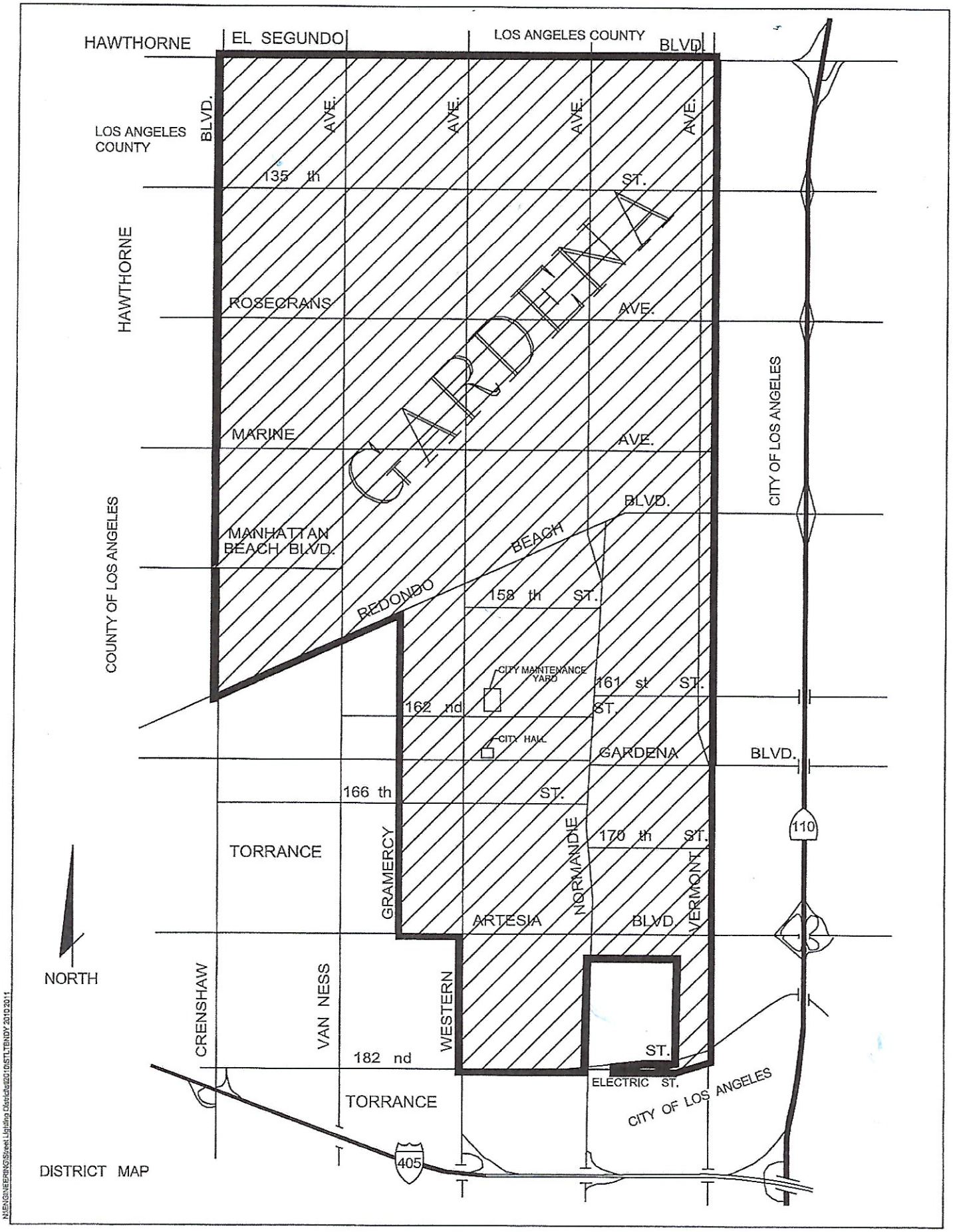
FINANCIAL STUDY DETAIL

ESTIMATE OF COSTS*
2024-2025

UTILITY-OWNED SYSTEMS	
(LS-1) Energy Cost	$705,494
CITY-OWNED SYSTEM	
(LS-2) Energy Cost	$31,544
SUBTOTAL	**$737,038**
FUEL CONTINGENCY (5%)	$36,852
SUBTOTAL	**$773,890**
OVERHEAD	$42,040
OTHER PROGRAM EXPENSES	$38,354
CAPITAL OUTLAY	$52,906
CONTINGENCY	
TOTAL ESTIMATED COST OF STREET LIGHTING DISTRICT	**$907,190**

* Expenses are provided by the City of Gardena Finance Department

CITY OF GARDENA



N:\ENGINEERING\Street Lighting Districts\2010\STLTEN\DY 2010 2011

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RESOLUTION NO. 6654

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROVING THE ENGINEER'S REPORT FOR THE GARDENA CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2024-2025, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS UNDER THE GARDENA CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2024-2025 AND SETTING A TIME AND PLACE FOR HEARING PROTESTS IN RELATION THERETO (PUBLIC HEARING: April 23, 2024)

WHEREAS, the City of Gardena, California previously established the Gardena Consolidated Street Lighting Assessment District, and;

WHEREAS, on Feb. 13, 2024, the City Council of the City of Gardena, California, adopted Resolution No. 6652 that requires City Council to direct the City Engineer to prepare and file a report according to the provisions of the "Landscaping and Lighting Act of 1972" of the California Streets and Highways Code, Division 15, Part 2, for assessments to be levied upon and collected through the Gardena Consolidated Street Lighting Assessment District for fiscal year 2024-2025, and;

WHEREAS, the Engineer's Report bearing the date of March 11, 2024, was prepared and filed with the City Clerk in conformity with the provisions of the California Streets and Highways Code, and contains an estimate of the revenues and costs of the improvements, a diagram for the assessment district, and an assessment of the estimated revenues and costs of the improvements, and;

WHEREAS, the City Clerk has presented the Engineer's Report to the City Council, and said Council has examined and considered the Engineer's Report and is satisfied with all the items contained in Engineer's Report, and;

WHEREAS, the Engineer's report further identifies the need for an annual cost of living adjustment for Fiscal Year 2024-2025 in order to meet that year's costs of operations and maintenance, said adjustment to be made in an amount not to exceed the annual increase over the previous year in the All Items Consumer Price Index (CPI) in the Los Angeles-Long Beach-Anaheim, CA area, and;

WHEREAS, the proposed assessment and the cost of living increase was authorized in fiscal year 2009-2010 through an assessment ballot (Prop. 218) proceeding by mailed ballots in accordance with Section 53753 of the Government Code and Section 4000 of the Elections Code

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

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SECTION 1. The Engineer's Report bearing the date of March 11, 2024, was prepared and filed with the City Clerk in conformity with the provisions of the California Streets and Highways Code, Division 15, Part 2, Landscaping and Lighting Act of 1972.

SECTION 2. The City Council approves the Engineer's Report as filed and sets a public hearing for Tuesday, April 23, 2024, at 7:30 p.m. in the Gardena Council Chambers, 1700 West 162nd Street, in the City of Gardena, California to consider the levy and collection of the assessment for the Gardena Consolidated Street Lighting Assessment District for Fiscal Year 2024-2025 inclusive of an annual cost of living adjustment of 2.5%.

SECTION 3. The City Clerk or designee is authorized and directed to give notice of the hearing in time, form and manner as required by the California Streets and Highways Code, Division 15, Part 2, Landscaping and Lighting Act of 1972.

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 26 day of March, 2024.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.C
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: March 26, 2024

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

AGENDA TITLE: Award Professional Engineering Design Services contract for the Local Street Improvements Fiscal Years 2023-2024 Project, JN 525, to DMS Consultants, Inc. in the amount of $139,730.

COUNCIL ACTION REQUIRED:

Staff Recommendation: Award Professional Engineering Design Services Contract.

RECOMMENDATION AND STAFF SUMMARY:

The Local Streets Improvements Project is part of the annual Capital Improvement Program (CIP) to treat street surfaces and extend pavement life. This includes asphalt overlay which increases structural pavement or the reconstruction of pavements where the life-cycle has maximized. The project is to primarily utilize the Pavement Management Program (PMP) report and will be focusing on Zone 3 and Zone 4. See Exhibit A. Street improvements typically also consist of replacement of access ramps to comply with ADA regulations, traffic striping and signing, and replacement of cross gutter, damaged curb & gutter, and sidewalk. Staff anticipates the total cost of this project will be approximately four million dollars. A portion of the funds will be obtained from savings of last year's Local Streets Project and upcoming SB-1 Gas Tax funding, FY 2024-2025.

The scope of the design services is to develop the final project list and prepare improvement plans, specifications, and cost estimates that consist of; research and data collection, utility coordination, design survey, base mapping, centerline ties, bid and construction assistance, and as-built constructed plans.

Staff extended a Request for Proposal for Engineering Design Services to three on-call consultants. However, only two consultants, DMS Consultants, Inc. and Kreuzer Consulting Group responded to the request by the deadline of March 1, 2024. After reviewing each proposal, staff is recommending that the City Council award the Engineering Design Services contract to DMS Consulting, Inc. based on their understanding of the project, qualification that includes past Gardena projects and lower fee by $68,999.

DMS Consulting, Inc. is one of five City on-call Civil Engineering Design consultants approved by the Council on August 19, 2019. The City's On-call agreement requires any services exceeding $100,000 to be approved by the City Council. DMS Consulting, Inc. is currently

providing Civil Engineering Design Services to public agencies in City of Diamond Bar, City of Fountain Valley, City of Fullerton, City of La Mirada, City of Newport Beach, and City of San Dimas. The consulting firm was established in 1994 and is staffed with qualified engineers, ensuring the project will adhere to all engineering standards. DMS Consultants, Inc. will augment the capacity of the Public Works Engineering Division in performing design engineering for the project.

Staff respectfully recommends that the City Council approve a Professional Engineering Design Services contract for the Local Street Improvements Fiscal Year 2023-2024 Project, to DMS Consultants, Inc. in the amount of $139,730 and additionally approve 10% contingency.

FINANCIAL IMPACT/COST:

F.Y. 2023-2024 Project Budget: $1,506,031
Funding Source: SB-1 Gas Tax

ATTACHMENTS:

JN 525 DMS Proposal.pdf
JN 525 Exhibit A.pdf
Exist On-Call Services Agreement with DMS & Council Approval.pdf

APPROVED:



_____
Clint Osorio, City Manager

Proposal For
Professional Civil Engineering Services

2023-2024 and 2024-2025
Local Street Improvement Project
JN 525

Presented To:

City of Gardena

Jose Espinoza
Public Works - Engineering Department
1717 West 162nd Street
Gardena, California 90247
JEspinoza@cityofgardena.org

Presented By:

DMS Consultants, Inc.

12371 Lewis Street, Suite 203
Garden Grove, California 92840
714.740.8840

March 1, 2024

DMS CONSULTANTS, INC.
CIVIL ENGINEERS

March 1, 2024

Jose Espinoza
Assistant Engineer
City of Gardena
Public Works/Engineering Department
1717 West 162nd Street
Gardena, California 90247

SUBJECT: Proposal for Civil Engineering Design Services
2023-2024 & 2024-2025 Local Street Improvement Project, JN 525

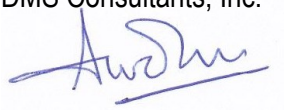
Dear Mr. Espinoza:

DMS Consultants, Inc. is pleased to present this proposal to provide civil engineering design services for the subject project per RFP received via e-mail, dated January 26, 2024 and your subsequent email dated February 15, 2024.

Mr. Surender Dewan, President of DMS Consultants, Inc., would be assigned as the Project Manager of this project. As such, Mr. Dewan would be responsible for the overall scheduling and budget control and would be available to meet with the City to discuss the project as required.

I hope that our experience, record of performance and sincere interest in working with the City of Gardena will result in a favorable consideration. We look forward to the opportunity of working with you and your staff.

Sincerely,
DMS Consultants, Inc.



Surender Dewan, P.E.
President

12371 Lewis Street, Suite 203, Garden Grove, CA 92840
714.740.8840 | fax: 714.740.8842 | Surender@DMSconsultantsinc.com

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SCOPE OF WORK

The City of Gardena intends to retain the services of a Consultant to provide civil engineering services to design and prepare improvement plans, specifications and cost estimates. The project will focus on various residential streets within Zone 3 and 4 of the City.

The scope of work for the project consists of the following:

- Project kickoff meeting and design progress meetings as necessary and design coordination.
- Accumulation and review of existing plans and other available data. The City will provide as-built plans available.
- Project survey. Survey sections not to exceed 50' shall include right-of-way, centerline, lot lines, curb and gutter, cross gutters, surface features, appurtenances, sewer rim/inverts, storm drain rim/inverts, elevations, etc. with sections. Survey work shall include location of street monuments pre-construction and re-establishment post-construction.
- Street construction documents (evaluate pavement condition, grind and overlay or slurry as necessary).
- Utility coordination.
- Removal and replacement of curb, gutter, and sidewalk as necessary.
- Submit plans and specifications at 35%, 65% and 90%.
- Provide bid process and construct support.
- Preparation of as-built plans after the completion of construction and submit final drawings in CAD and PDF.

Services to be provided by the DMS Consultants, Inc. under this proposal will include the following:

- Research and data collection
- Utility coordination
- Design survey
- Base mapping
- Location of removals
- Improvement plans
- Project specifications
- Cost estimates
- Pre-construction and post–construction corner records
- Assistance during bidding and construction phases
- As-built plans

FIRM PROFILE

DMS Consultants, Inc. is a California Corporation established in 1994. Our firm provides civil engineering and related services to municipalities, government entities, and private industries throughout Southern California. As a small business, we are committed to personal service, high quality products, close communications, and enduring client relationships. With a staff of registered civil engineers, designers, and surveyors, DMS Consultants, Inc. is uniquely qualified to respond to the diverse needs of our clientele.

DMS Consultants, Inc. is dedicated to technical excellence and high-quality services. A team approach is taken to every project undertaken, with a Project Engineer directing, managing and acting as the central design figure in the work. Our firm strives to maintain a high level of communication with the client and jurisdictional agencies.

We are acutely aware of the value and importance of providing close individual attention to each project and to working within the constraints of time and budget. We also know that the success of our firm rests clearly on the management, competence, and expertise of our professional staff and team.

DMS Consultants, Inc. presently provides on-call civil engineering design services to the City of Fountain Valley, City of Fullerton, City of Gardena, City of Newport Beach, City of Norwalk, City of La Mirada, and City of San Dimas.

We fully understand the critical and typically time-sensitive nature of delivering on-call services, and the need to have experienced and committed teams ready to successfully deliver the City's needs. DMS Consultants, Inc. has the ability to provide services for the City's various public works and capital improvement projects in the following areas:

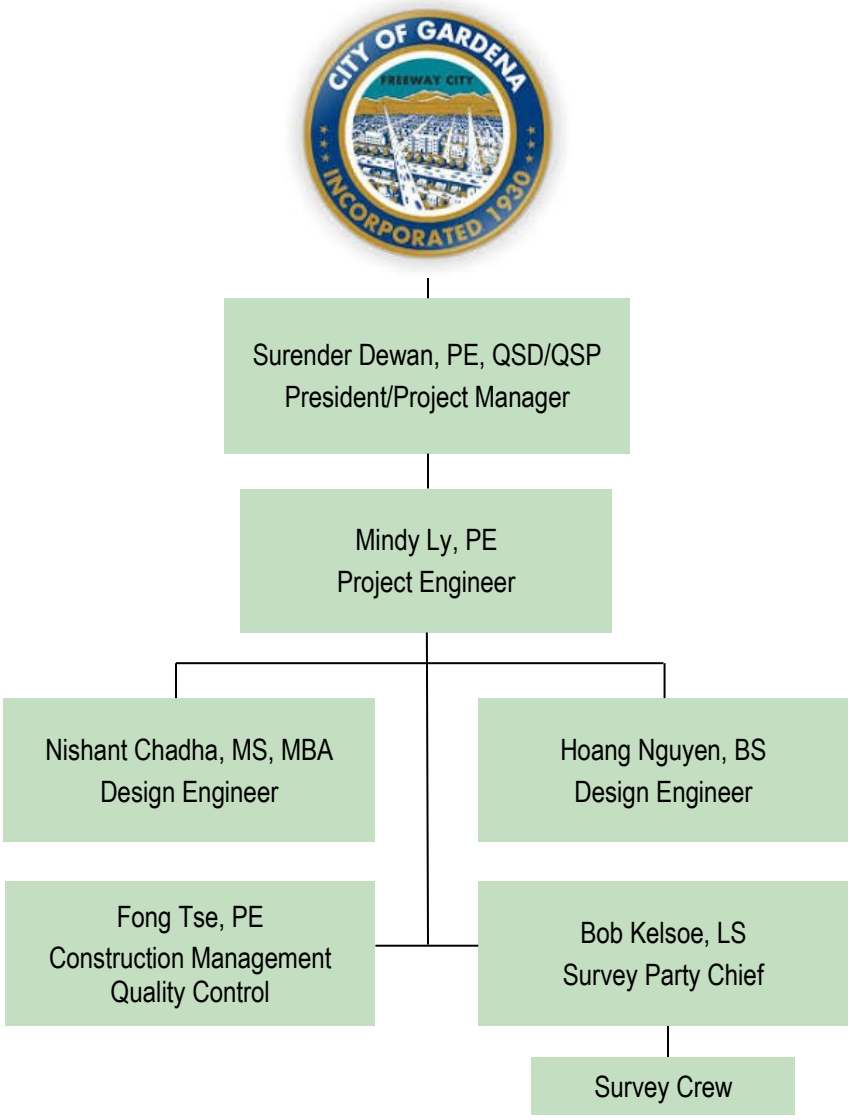
- Roadway Pavement Improvement Plans
- Potable Water and Sewer Design
- Water Line Improvements
- Drainage Facility Improvements
- Grading Design
- ADA Compliance Improvements
- Hydrology Studies
- Construction Staking
- Water Quality Management Plan / Strom Water Pollution Prevention Plan
- Project Specifications and Cost Estimates

DMS Consultants, Inc. also has the capacity to sub-consult for services in the following areas:

- Median/Parkway Landscape Improvements
- Public Park Facility Improvements
- Traffic Engineering
- Geotechnical Investigations

ORGANIZATION CHART

The most important element in the provision of professional services is the assignment of key personnel. Quality personnel and an effective management system combine to produce quality service. Accordingly, the following personnel will be assigned to this project.



AVAILABILITY OF STAFF

DMS Consultants, Inc. prides itself in performing the work on a short notice and in a timely manner. We will assign significant staff to complete the work on schedule and to the City's satisfaction.

Key personnel will be available for the duration of the required services and shall not be removed or replaced without prior written concurrence of the City.

Surender Dewan, P.E., QSD/QSP

President / Project Manager

EDUCATION: Bachelor of Science, Civil Engineering
Delhi University, 1970
Master of Science, Civil Engineering
University of Washington, 1978

REGISTRATION: Civil Engineer, California
RCE 34559
SWRCB Certified QSD 20924

Mr. Dewan, President of DMS Consultants, Inc., has over 35 years of professional experience in the design of Public Works projects. Mr. Dewan is responsible for performing and/or coordinating engineering design and other related technical services including project management; preparation of plans, specifications, estimates, design; preparation of WQMP's and SWPPP's; and evaluation of major municipal projects.

MUNICIPAL PROJECTS

- Van Ness Avenue Street Improvement Project - Gardena
- 139th Street and Van Ness Avenue Street Improvements - Gardena
- Residential Rehabilitation Project - Phase 6A and 6B - La Mirada
- Commonwealth Avenue and Raymond Avenue Reconstruction Project - Fullerton
- Residential Roadway Rehabilitation Quadrants D2 and D3 - Fountain Valley
- Warner Avenue Rehabilitation and Resurfacing Project - Fountain Valley
- Local Streets Improvement Project 2020-2022 - Gardena
- Concrete Alley and Street Replacement Project - Newport Beach
- Alondra Boulevard and Imperial Highway Rehabilitation Project - La Mirada
- MacArthur Boulevard Pavement Reconstruction Project - Newport Beach
- Marguerite Avenue and Hospital Road Pavement Rehabilitation - Newport Beach
- Euclid Street Roadway Improvements - Fountain Valley
- Residential Roadway Rehabilitation Quadrants D7, E1 and F1 - Fountain Valley
- State College Boulevard Rehabilitation Project - Fullerton
- San Dimas Avenue Improvements - San Dimas
- Del Amo Boulevard Street Improvements - Cerritos
- Madonna Area Street, Sewer and Water Reconstruction - Fullerton
- Via Verde Reconstruction Project from Covina Hills Street to Puente Street - San Dimas
- Chapman Avenue Rehabilitation Project from Berkeley Avenue to Raymond Avenue - Fullerton
- Bastanchury / Valencia Mesa Bike Path - Fullerton
- FY 2014-15 Street Improvements, Sewer and Water Main Replacement - Fullerton
- Covina Boulevard and Cataract Avenue Street Improvement Project - San Dimas
- Design of Caltrans Curb Ramp Construction Plans, Studebaker Road at State Route 91 - Cerritos
- Placentia Avenue Reconstruction - Fullerton

Mindy Ly, PE

Project Manager

EDUCATION: California State University, Los Angeles
Bachelor of Science - Civil Engineering

REGISTRATION: Civil Engineer, California
RCE 68290

Prior to joining DMS Consultants, Inc., Ms. Ly worked as a Senior Civil Engineer at the City of Santa Ana. In her capacity as Senior Civil Engineer she planned, designed, and managed over 20 public works projects ranging from street reconstruction, traffic signal design, neighborhood revitalization projects, and recreational park projects. Ms. Ly has experience in local, state, and federal agency coordination including security funding and 409 permits.

Nishant Chadha, MS, MBA

Design Engineer

Mr. Chadha has over 15 years of experience in civil engineering working on project for public agencies. Mr. Chadha has been responsible for preparation of street plans, sewer and storm drain improvement plans, grading plans, tract maps, lot line adjustments, legal descriptions, and preparation of corner records. Mr. Chadha is a key figure at DMS Consultants, Inc. in coordinating design and carrying it through to construction drawings.

Hoang Nguyen, BS

Design Engineer

Mr. Nguyen has over 30 years of civil engineering experience and has been responsible for preparation of street improvement plans, sewer, water and storm drain improvement plans, grading plans, and tract maps.

Fong Tse, PE

Construction Management - Quality Control

Mr. Tse has over 30 years of experience in the design and management of capital improvement projects. Mr. Tse worked for the City of Newport Beach from 1989 to 2019 in various capacities, including Assistant City Engineer in charge of capital improvements and special projects.

Bob Kelsoe, LS

Survey Party Chief, LS 6957

Mr. Kelsoe has nearly 30 years of experience in all aspects of land surveying services. Mr. Kelsoe is a licensed land surveyor in the State of California and Nevada and has extensive experience in performing and supervising surveys for public agencies. Mr. Kelsoe has been responsible for reviewing and approving survey data, coordination of design work, managing and scheduling survey crews, coordination with site superintendents, and collection and analysis of field data.

STREET DESIGN

Residential Rehabilitation Project Phase 6A & 6B
La Mirada

DMS was selected by the City of La Mirada to provide civil engineering services for Phase 6 - Residential Street Rehabilitation project. The project consists of 16± miles of residential streets. The scope of work for the project included roadway improvements, street resurfacing, storm drain construction and appurtenant infrastructure repairs, preparation of project specifications, cost estimates, and monument preservation.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of La Mirada
Eric Villagracia
Project Manager
562.902.2373
EVillagracia@cityoflamirada.org

Construction Cost:
$8.2 million

Project Dates:
Design: 2020
Construction: 2022

Alondra Boulevard & Imperial Highway Rehabilitation
La Mirada

DMS was selected by the City of La Mirada to provide civil engineering services for Alondra Boulevard and Imperial Highway Rehabilitation Project. The project area is Alondra Boulevard from Valley View to Mottley Drive and Imperial Highway from Marquardt Avenue to Wicker Avenue. The project included reconstruction of roadway, reconstruction of median curb, ADA improvements, striping and signage plans, median landscape improvements, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of La Mirada
Eric Villagracia
Project Manager
562.902.2373
EVillagracia@cityoflamirada.org

Construction Cost:
$2.1 million

Project Dates:
Design: 2021
Construction: 2022

Via Verde Street Improvements
San Dimas

DMS was selected by the City of San Dimas to provide civil engineering services for Via Verde Street Improvements. The project limits are form 1400' west of Covina Hills Road to Easterly City Limits. The project includes rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, sidewalk and ADA accessible ramps, preparation of striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of San Dimas
Shari Garwick, PE
Director of Public Works
909.644.3344
SGarwick@sandimasca.gov

Construction Cost:
$3 million

Project Dates:
Design: 2022
Construction: 2023

STREET DESIGN

Ellis Avenue Rehabilitation and Resurfacing
Fountain Valley

DMS was selected by the City of Fountain Valley to provide civil engineering design services for Ellis Avenue Rehabilitation and Resurfacing Project. The project area is Ellis Avenue from Brookhurst Street to Bushard Street. The scope of work for the project includes utility coordination, design survey, reconstruction of roadway, reconstruction of median curb, curb and gutter, sidewalk, ADA improvements, striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fountain Valley
Kyle Knoke, PE
Assistant Engineer
714.593.4678
Kyle.Knoke@fountainvalley.org

Construction Cost:
$1.4 million

Project Dates:
Design: 2023
Construction: Pending

Warner Avenue Rehabilitation and Resurfacing
Fountain Valley

DMS was selected by the City of Fountain Valley to provide civil engineering design services for Warner Avenue Rehabilitation and Resurfacing Project. The project area is Warner Avenue from Brookhurst Street to Bushard Street. The scope of work for the project includes utility coordination, design survey, reconstruction of roadway, reconstruction of median curb, curb and gutter, sidewalk, ADA improvements, striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fountain Valley
Kyle Knoke, PE
Assistant Engineer
714.593.4678
Kyle.Knoke@fountainvalley.org

Construction Cost:
$1.6 million

Project Dates:
Design: 2023
Construction: Pending

Local Streets Improvement Project 2020-2022
Gardena

DMS was selected by the City of Gardena to provide civil engineering services for the Local Streets Improvement Project. The project area is 8± miles of local and collector streets. The project includes rehabilitation of roadway, removal and replacement of curbs, gutters, cross gutters, and sidewalk, ADA improvements, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Gardena
Kevin Kwak, PE
Principal Engineer
310.217.9643
KKwak@cityofgardena.org

Construction Cost:
$2.7 million

Project Dates:
Design: 2021
Construction: 2023

STREET DESIGN

State College Boulevard Rehabilitation
Fullerton

DMS was selected by the City of Fullerton to provide civil engineering design services for State College Boulevard Rehabilitation Project. The project area was State College Boulevard from 600 feet south of Orangethorpe Avenue to Kimberly Street. The scope of work for the project included rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, and sidewalk, signage and striping plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fullerton
Jose Medina
Assistant Engineer
714.738.6863
JoseM@cityoffullerton.org

Construction Cost:
$1.5 million

Project Dates:
Design: 2018
Construction: 2019

Commonwealth Avenue & Raymond Avenue Reconstruction
Fullerton

DMS was selected by the City of Fullerton to provide civil engineering services for Commonwealth Avenue and Raymond Avenue Reconstruction Project. The project area was Commonwealth Avenue from Balcom Avenue to Acacia Avenue and Raymond Avenue from Commonwealth Avenue to Chapman Avenue. The project included rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter and sidewalk, signage and striping plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fullerton
Jose Medina
Assistant Engineer
714.738.6863
JoseM@cityoffullerton.org

Construction Cost:
$3.5 million

Project Dates:
Design: 2022
Construction: 2023

Van Ness Avenue Street Improvements
Gardena

DMS was selected by the City of Gardena to provide civil engineering services for Van Ness Avenue Street Improvement project. The project area is Van Ness Avenue from Redondo Beach Boulevard to Marine Avenue. The project includes rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, sidewalk and ADA accessible ramps, preparation of striping and signage plans, project specifications, and cost estimate.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Gardena
Frank Sanchez, PE
Associate Engineer
310.217.9631
FSanchez@cityofgardena.gov

Construction Cost:
$1.2 million

Project Dates:
Design: 2022
Construction: 2023

The RFP indicates that the City of Gardena has a total budget of 4.6 million for the project which includes design, construction, and construction management. Allowing for design, construction management, and contingencies in our opinion, leaves an amount of 3.3 million for street rehabilitation.

A PMP Report prepared by the City provides the PCI classification for local and collector streets in the City as follows.

PCI CLASSIFICATION					
CATEGORY	VERY POOR	POOR	FAIR	VERY GOOD	EXCELLENT
PCI Range	0-24	25-49	50-69	70-89	90-100

The streets proposed for rehabilitation for both Zone 3 and Zone 4 as indicated in the RFP have a PCI range of 60 and above. The streets to be rehabilitated are listed below.

2022-2023 ZONE 3						
Name	From	To	Length	Width	Area	PCI
AC Grind-Overlay						
144th ST	BUDLONG AVE	END	821	32	26,272	62
145th ST	CATALINA	BERENDO AV	298	34	10,132	63
148th ST	CATALINA AVE	BERENDO AVE	298	32	9,536	79
149th ST	BERENDO AVE	VERMONT AVE	622	32	19,904	75
153rd ST	DENKER AVE	END	1,021	34	34,714	79
BERENDO AVE	148th ST	MARINE AVE	1,868	33	61,644	85
BERENDO AVE	MARINE AVE	REDONDO BEACH BLVD	770	34	26,180	57
CATALINA AVE	145th ST	148th ST	1,000	33	33,000	66
RAYMOND AVE	149th ST	MARINE AVE	820	22	18,540	76
RAYMOND AVE	MARINE AVE	REDONDO BEACH BLVD	850	34	28,900	65
Type II Slurry Seal						
146th ST	END-RAYMOND AVE	BUDLONG AVE	996	33	32,868	82
147th ST	MARIPOSA AVE	VAN BUREN AVE	622	32	19,904	82
149th ST	DENKER AVE	HALLDALE AVE	597	26	15,522	85
149th ST	NORMANDIE AVE	RAYMOND AVE	597	34	20,298	82
152nd ST	DENKER AVE	END	1,095	31	33,945	83
153rd ST	WESTERN AVE	DENKER AVE	1,170	34	39,780	87
154th PL	WESTERN AVE	DENKER AVE	1,170	34	39,780	78
154th PL	DENKER AVE	END	498	32	16,930	84
154th ST	DENKER AVE	END	722	34	25,428	79
BERENDO AVE	ROSECRANS AVE	148th ST	1,868	33	61,644	85
HARVARD BLVD	MARINE AVE	154th ST	1,220	34	41,480	83
HARVARD BLVD	154th ST	END	473	33	15,609	81
MARIPOSA AVE	MARINE AVE	END	622	21	13,062	81
MARIPOSA AVE	147th ST	END	189	32	7,632	84
RAYMOND AVE	144th ST	144th PL	320	22	8,200	80
RAYMOND AVE	145th PL	NORTH END	180	32	5,760	82
RAYMOND AVE	145th PL	149th ST	968	32	30,976	76
VAN BUREN AVE	147th ST	MARINE AVE	1,170	31	36,270	78

2023-2024 ZONE 4						
Name	From	To	Length	Width	Area	PCI
AC Grind-Overlay						
144th ST	VAN NESS AVE	GRAMERCY PL	1,270	32	40,640	65
144th ST	GRAMERCY PL	WESTERN AVE	1,195	26	31,070	70
157th ST	MANHATTAN PL	END	200	34	6,800	60
ARCTURUS AVE	MANHATTAN BEACH	REDONDO BEACH BLVD	1,494	34	50,796	56
DUBLIN AVE	147th ST	MARINE AVE	1,254	30	37,620	70
MARIGOLD AVE	MANHATTAN BEACH	ARCTURUS AVE	871	33	28,743	61
MILLER AVE	147th ST	MARINE AVE	1,220	30	36,600	62
PARRON DR	END - 156th ST	END	598	34	20,332	66
PURCHE AVE	149th ST	150th ST	332	30	9,960	58
REDONDO BEACH BLVD FRONTAGE	WEST END (W/ ATKINSON)	EAST END	1,442	26	37,492	61
ST ANDREWS PL	154th PL	RUTHELEN ST	1,196	34	40,664	67
Type II Slurry Seal						
145th ST	HAAS AVE	GRAMERCY PL	921	26	23,946	78
146th ST	HAAS AVE	GRAMERCY PL	921	26	23,946	78
147th ST	PARRON DR	WESTERN AVE	1,743	32	55,776	82
148th ST	GRAMERCY PL	WESTERN AVE	1,195	26	31,070	84
149th ST	SUTRO AVE	SPINNING AVE	1,220	30	36,600	84
149th ST	PARRON DR	WESTERN AVE	1,693	26	44,018	83
150th ST	DUBLIN AVE	PURCHE AVE	498	34	16,932	77
150th ST	GRAMERCY PL	END	199	26	5,174	88
150th ST	END– ST ANDREWS PL	WESTERN AVE	946	26	24,596	84
152nd ST	ATKINSON AVE	CASIMIR AVE	1,022	36	36,792	75
152nd ST	CASIMIR AVE	VAN NESS AVE	1,305	36	46,980	76
154th PL	VAN NESS AVE	CIMARRON AVE	572	34	19,448	77
154th ST	CRENSHAW BLVD	MARIGOLD AVE	915	36	32,940	82
154th ST	MARIGOLD AVE	PURCHE AVE	820	38	31,160	85
154th ST	PURCHE AVE	VAN NESS AVE	785	38	29,830	82
154th ST	VAN NESS AVE	GRAMERCY PL	1,220	34	41,480	81
155th CT	MANHATTAN PL	END	227	32	7,264	83
155th ST	ATKINSON AVE	SPINNING AVE	1,992	40	79,680	78
156th ST	CRENSHAW BLVD	MARIGOLD AVE	895	40	35,800	90
156th ST	MARIGOLD AVE	PURCHE AVE	840	40	33,600	88
156th ST	PURCHE AVE	VAN NESS AVE	790	40	30,205	85
157th ST	ATKINSON AVE	SPINNING AVE	1,992	40	79,680	80
ARCTURUS AVE	152nd ST	154th ST	946	26	24,596	87
ATKINSON AVE	MARINE AVE	154th ST	1,220	36	43,920	83
ATKINSON AVE	154th ST	MANHATTAN BEACH BLVD	1,220	40	48,800	80
ATKINSON AVE	REDONDO BEACH BLVD	END	1,095	34	37,230	86
CASIMIR AVE	MARINE AVE	154th ST	1,220	36	43,920	84
CHANERA AVE	152nd ST	154th ST	946	26	24,596	88
CIMARRON AVE	154th PL	156th ST	573	32	18,336	76
CIMARRON WAY	154th ST	154th PL	240	30	7,200	84
DAPHNE AVE	MARINE AVE	END	622	26	16,172	86

2023-2024 ZONE 4						
Name	From	To	Length	Width	Area	PCI
DAPHNE AVE	152nd ST	154th ST	946	26	24,596	86
HAAS AVE	144th ST	147th ST	697	26	18,122	80
HAAS AVE	154th PL	156th ST	572	34	19,448	85
MANHATTAN PL	154th ST	REDONDO BEACH BLVD	996	34	33,864	79
MARIGOLD AVE	154th ST	MANHATTAN BEACH BLVD	1,220	40	48,800	81
PARRON DR	152nd ST	154th ST	622	34	21,148	88
PURCHE AVE	147th ST	149th ST	664	30	19,920	76
PURCHE AVE	152nd ST	154th ST	946	26	24,596	87
PURCHE AVE	154th ST	MANHATTAN BEACH BLVD	1,195	40	47,800	79
ROXTON AVE	147th ST	150th ST	996	30	29,880	77
SPINNING AVE	147th ST	MARINE AVE	1,220	30	36,600	81
SPINNING AVE	152nd ST	154th ST	946	26	24,596	76
SPINNING AVE	154th ST	MANHATTAN BEACH BLVD	1,195	40	47,800	88
SUTRO ST	147th ST	MARINE AVE	1,220	30	36,600	71

DMS Consultants, Inc. proposes to use high resolution orthophotos to prepare plans. These photos are in CAD format and will be prepared and flown for this specific project.

Mr. Espinoza has indicated that City's emphasis on the project is rehabilitation of existing pavement i.e., slurry seal and grind and overlay. Concrete improvements will be limited and confined only to grind and overlay streets, if feasible within allocated budget.

In our experience on past similar projects for the City of Gardena, the criteria for concrete improvements has been as follows:

- Curb and Gutter:
  Major cracks and ponding
- Sidewalk:
  Trip hazard and broken sidewalk
  (sidewalk reconstruction behind driveways will be 6" thick)
- Cross Gutter:
  Extensive cracks and ponding
- Curb Ramps:
  Non-conforming to ADA standards of accessibility

AC Grind and Overlay - Zone 3

Berendo Avenue in the project area is a collector street 36 feet wide from curb to curb with parking permitted on both sides of the street and also parkway and concrete sidewalk on both sides. The concrete curb and gutter is in relatively good condition except at a few locations where we observed ponding (Figure 1) Similarly we noticed some damaged sidewalk and trip hazards at a few locations. (Figure 2 & Figure 3)



Figure 1

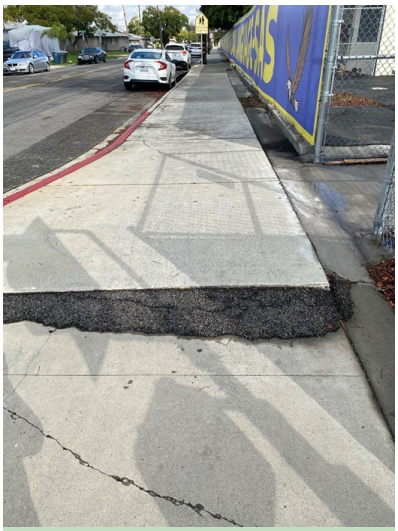


Figure 2



Figure 3

The curb ramps at the following locations do not conform to ADA standards of accessibility. Most of these can be brought to conformance by installing truncated domes.

CURB RAMPS	
Berendo Avenue/ Redondo Beach Boulevard	N.E. and N.W. corner
Berendo Avenue/Marine Avenue	All four corners
Berendo Avenue/149th Street	N.E. and S.E. corner
Berendo Avenue/ 148th Street	N.W. and S.W. corner
Berendo Avenue/145th Street	N.W. and S.W. corner

144th Street is 36 feet wide from curb to curb with parkway and concrete sidewalk on both sides of the street which appear to be in relatively good condition. The curb ramps at the intersection with Budlong Avenue will require truncated domes.

145th Street, 148th Street, Catalina Avenue, and local streets are 36 feet wide from curb to curb. The curb and gutter and sidewalk appear to be in good condition except for a few isolated locations. The cross gutter at the south end of Catalina Avenue is damaged and will require reconstruction. (Figure 4)

Raymond Avenue in the project area is 36 feet wide from curb to curb with parking permitted on both sides of the street. Curb and gutter and sidewalk appear to be in relatively good condition. The curb ramps at the intersection with Marine Avenue will require installation of truncated domes. The curb ramp at the northeast corner of the intersection with Redondo Beach Boulevard will require field survey and reconstruction for ADA conformance. (Figure 5)



Figure 4



Figure 5



Figure 6

AC Grind and Overlay - Zone 4

Miller Avenue in the project area is a local street 36 feet wide with parking permitted on both sides of the street. There is an existing sidewalk on both sides of the street adjacent to Marine Avenue, beyond this northerly towards 147th Street, there is no sidewalk. The curb ramps at the intersection of Marine Avenue and Miller Avenue do not conform to ADA standards of accessibility. There are no curb ramps at the intersection with 147th Street. (Figure 6)

144th Street in the project area and Purche Avenue, from knuckle to 149th Street are both 36 feet wide from curb to curb with parking permitted on both sides of the street. There are existing ramps at all intersecting streets. None of these ramps conform to ADA standards of accessibility.

Arcturus Avenue, Marigold Avenue, and the frontage road to Redondo Beach Boulevard are all located in the southwest corner of the City. Both Arcturus Avenue and Marigold Avenue are 36 feet wide from curb to curb with parking permitted on both sides of the street. There are some mature trees on Marigold Avenue causing damage to the sidewalk and curb and gutter. (Figure 7 & Figure 8)



Figure 7



Figure 8



Figure 9

The frontage road to Redondo Beach Boulevard from Atkinson Avenue to easterly tract boundary is 24 feet wide. The existing sidewalk on the northerly side is damage at a few locations. (Figure 9) The existing cross gutter which connects to the catch basin in the vicinity of Atkinson Avenue is damaged and will require reconstruction. (Figure 10)

The curb ramps at the following locations can be brought to conformance by installation of truncated domes.

CURB RAMPS	
Arcturus Avenue/ frontage road	N.E. and N.W. corner
Atkinson Avenue/ frontage road	N.E. and N.W. corner
Arcturus Avenue/ Manhattan Beach Boulevard	N.E. and N.W. corner



Figure 10

Type II Slurry Seal Streets - Zone 3 and Zone 4

Mr. Espinoza and Mr. Kwak, Assistant Public Works Director, have indicated that for this project it is the City's intent to keep concrete improvements in the street receiving slurry seal to a minimum, which consists of curb and gutter with major ponding.

For these streets we will identify if any, sections of pavement failures caused by tree roots, distressed pavement and identifying on the plans for reconstruction by home addresses.

Additionally, during field review in consultation with City staff, if it is determined that some sections of streets need to be rehabilitated with grind and overlay and not slurry seal, we will prepare plans accordingly.

Design Survey

Since it is a grind and overlay/slurry seal project it will be more cost effective to obtain only a few cross sections for each street to establish the street cross slope so as to ensure that the ultimate section will have a minimum cross slope of 2%.

Additionally, we propose to perform topographic survey for damaged cross gutters and curb ramps requiring details.

Pre and Post Corner Records

We will research on the County of Los Angeles website and City tie notes to obtain the existing corner records for grind and overlay streets. We have identified a total of 36 intersections. Initial research on County's website indicates that many of the intersections do not have centerline monuments or ties.

Project Budget

The RFP indicates that the City of Gardena has budgeted $4.6 million for the proposed project improvements which includes design, CMI, construction, and contingency.

Based on past experience for projects similar in nature in the City of Gardena and other cities, we have prepared a preliminary cost estimate for the project. We have broken down the estimate for Zone 3 and Zone 4 separately.

As per our estimate, located on the following page, we feel comfortable that all streets indicated in the RFP including concrete improvements in grind and overlay streets can be completed within the allocated budget of 4.6 million dollars.

PRELIMINARY ESTIMATE ZONE 3			
ITEM	QUANTITY	UNIT PRICE	AMOUNT
Traffic control	1 LS	$100,000	$100,000.00
Coldmill 0” -1.5” thick AC	207,700 SF	$0.25	$51,925.00
Repair all holes, spalls, joints and crack seal pavement	1 LS	$40,000	$40,000.00
Furnish and install ARHM overlay	1,925 TON	$125	$240,625.00
Remove and reconstruct variable depth AC pavement	60 TON	$125	$7,500.00
Furnish and install Type 2 slurry	493,988 SF	$0.45	$222,295.00
* Remove and reconstruct PCC curb and gutter over 6” CAB	1,500 LF	$80	$120,000.00
* Remove and reconstruct sidewalk - 4” thick	3,000 SF	$12	$36,000.00
* Remove and reconstruct sidewalk - 6” thick	1,000 SF	$15	$15,000.00
* Remove and reconstruct PCC cross gutter	3,500 SF	$32	$112,000.00
* Remove and reconstruct curb ramp per Caltrans Std. A88A	11 EA	$5,500	$60,500.00
* Adjust access openings to grade	30 EA	$500	$15,000.00
Asphalt tracking prevention and mitigation	1 LS	$10,000	$10,000.00
Furnish and install traffic striping	1 LS	$20,000	$20,000.00
* *Estimate/assumed*		Subtotal:	$1,050,845.00
		Contingencies at 25% (includes design & CMI):	$262,711.00
		Total:	**$1,313,556.00**

PRELIMINARY ESTIMATE ZONE 4			
ITEM	QUANTITY	UNIT PRICE	AMOUNT
Traffic control	1 LS	$140,000	$140,000.00
Coldmill 0” -1.5” thick AC	340,700 SF	$0.25	$85,175.00
Repair all holes, spalls, joints and crack seal pavement	1 LS	$100,000	$100,000.00
Furnish and install ARHM overlay	3,200 TON	$125	$400,000.00
Remove and reconstruct variable depth AC pavement	60 TON	$125	$7,500.00
Furnish and install Type 2 slurry	1,465,457 SF	$0.45	$659,456.00
* Remove and reconstruct PCC curb and gutter over 6” CAB	1,500 LF	$80	$120,000.00
* Remove and reconstruct sidewalk - 4” thick	4,000 SF	$12	$48,000.00
* Remove and reconstruct sidewalk - 6” thick	2,000 SF	$15	$30,000.00
* Remove and reconstruct PCC cross gutter	3,500 SF	$32	$112,000.00
* Remove and reconstruct curb ramp per Caltrans Std. A88A	10 EA	$5,500	$55,000.00
* Remove and reconstruct alley approach	500 SF	$25	$12,500.00
* Adjust access openings to grade	75 EA	$500	$37,500.00
Asphalt tracking prevention and mitigation	1 LS	$20,000	$20,000.00
Furnish and install traffic striping	1 LS	$30,000	$30,000.00
* *Estimate/assumed*		Subtotal:	$1,857,131.00
		Contingencies at 25% (includes design & CMI):	$464,283.00
		Total:	**$2,321,414.00**
		TOTAL CONSTRUCTION COST INCLUDING DESIGN, CMI AND CONTINGENCIES:	**$3,634,970.00**

TASK 1: PRELIMINARY PHASE - 35% SUBMITTAL

Design Review Meeting

- In a consultation meeting with the City, the scope of work, procedure and precise limits of the project improvements will be reviewed.
- Obtain from the City address maps for the project area.

Utility Coordination

- Submit a project schedule to utility companies and request notification of any planned projects within project area to identify potential work that can be performed prior to start of project to minimize trenching within the newly rehabilitated streets.

Field Review / Locate Removals

- Perform aerial survey for orthophotos and prepare base sheets for grind and overlay at 1"=40' scale and 1"=80' scale for slurry seal.
- Perform field survey and locate all existing manholes, cleanouts, water valves and all other utilities.
- Identify portion of roadway requiring full depth rehabilitation.
- Identify curb and gutter, sidewalk, cross gutters, and curb ramps to be reconstructed.
- Identify existing trees to be removed and replaced.
- Prepare an inventory of all existing striping and signage.

Design Survey

- Perform street cross sections at isolated locations as-needed to fix cross slopes for cross gutters to be reconstructed and for locations with modified curb ramps standards.

TASK 2: PLANS, SPECIFICATIONS AND ESTIMATE

Preliminary Design - 65% Submittal

- Prepare base maps at 1"=40' scale for grind and overlay and 1"=80' for slurry seal.
- Plot home addresses on base maps.
- Plans to identify:
  - Limits of slurry seal
  - Limits of cold mill and overlay
  - Location of curb and gutter, and sidewalk to be reconstructed by addresses.
  - Location of cross gutters to be reconstructed.
  - Location of tree removals by addresses.
  - Portions of street reconstruction, dig outs (if any).
  - Installation of curb ramps with type and case per Caltrans standards
  - Adjustment of utility valves and manholes
  - Striping and signage

- Prepare preliminary project specifications and cost estimate.

Deliverables: 65% Design - Plans
65% Design - Specifications and Estimate

Design Phase - 90% Submittal

- Prepare final street improvement plans. Final plans to include:
  - Title sheet will include:
    - Project title, vicinity and location map, plan sheet index and scale.
    - Utility and plan legends, utility notes, contact names and telephone numbers.
    - Standard signature and title blocks.
  - Plan sheets will include:
    - Topography between right-of-way and beyond as necessary.
    - Right-of-way limit lines.
    - Construction notes and quantity estimates.
    - Typical sections and details.
- Prepare project specifications and cost estimate.

Deliverables: 90% Design - Plans
90% Design - Specifications and Estimate

Design Phase - 100% Submittal

- After approval of design, submit final plans in CAD and PDF, project specifications and estimate to the City.

Deliverables: 100% Design - Final Plans
100% Design - Final Specifications and Estimate

TASK 3: MONUMENT PRESERVATION

- Locate all existing ties and monuments per tie notes provided by City.
- Set new ties outside the curb return of the existing ties are located in the curb return, since these ties will be disturbed during construction of curb ramps.
- Provide City with recorded copies of pre-construction corner records.
- Set centerline monuments upon completion of construction.
- Provide City with recorded copies of post construction corner records.

TASK 4: CONSTRUCTION SUPPORT SERVICES

- Provide coordination during bidding process, including answering bidders questions.
- Prepare “As-Built” plans based on information provided by City.

2023-2024 & 2024-2025
Local Street Improvement Project - JN 525

Task Description	April				May				June				July				August			
	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14	Wk 15	Wk 16	Wk 17	Wk 18	Wk 19	Wk 20
Design Review Meeting																				
Aerial Survey																				
Utility Coordination																				
Field Review/Locate Removals																				
Design Phase - 65% Submittal																				
City's Review of Plans																				
Design Phase - 90% Submittal																				
City's Review of Plans																				
Final Design - 100% Submittal																	▲			
Corner Records																				

April 1, 2024
Notice to Proceed

▲ August 1, 2024
Design Complete

2023-2024 & 2024-2025
Local Street Improvement Project - JN 525

Task Description	Project Manager	Project Engineer	Design Engineer	Survey Crew	Clerical	Total
Preliminary Design Phase - 35% Submittal						
Design survey 10 cross gutters / 8 curb ramps assumed	5	4	2	62		**73**
Field review	4	24	48			**76**
Utility coordination	5	4	2		16	**27**
Plans, Specifications and Estimate						
Preliminary Design - 65% Submittal						
Base sheets	20	50	275			**345**
Improvement plans	10	28	95			**133**
Cross gutter/curb ramp details	2	12	24			**38**
Project specifications	16	8			32	**56**
Cost estimate	6	6	10		6	**28**
Final Design - 90% & 100% Submittal						
Improvement plans	10	8	40			**58**
Project specifications	6		4		12	**22**
Cost estimate	6		8			**14**
Monument Preservation						
Pre and post construction corner records 20 pre / 20 post assumed			60	50		**110**
Construction Support						
Bidding and construction phase assistance	10					**10**
As-built plans	2		12			**14**
TOTAL HOURS	**102**	**144**	**580**	**112**	**66**	**1,004**

2023-2024 & 2024-2025
Local Street Improvement Project - JN 525

Task 1: Preliminary Phase - 35% $39,700.00

1. Aerial survey and orthophotos - subconsultant +10% $13,200.00
2. Design survey..... $15,250.00
   - Cross gutters: 10 assumed
   - Curb ramps: 8 assumed
3. Field review. $8,760.00
4. Utility coordination. $2,490.00

Task 2: Plans, Specifications and Estimate $78,310.00

5. Preliminary Design - 65% $67,230.00
   - Base sheets
   - Improvement plans
   - Detail sheet - cross gutter and curb ramp
   - Cost estimate
   - Project specifications
6. Final Design - 90% & 100%..... $11,080.00
   - Improvement plans
   - Cost estimate
   - Project specifications

Task 3: Monument Preservation $17,300.00

7. Pre-construction corner records 20 assumed $8,650.00
8. Post-construction corner records 20 assumed $8,650.00

Task 4: Construction Support $3,420.00

9. Bidding and construction phase assistance..... $1,800.00
10. As-built plans..... $1,620.00

Task 5: Miscellaneous $1,000.00

11. Project management and coordination ..... Included
12. Progress meetings and site walks ..... Included
13. Reproductions $1,000.00

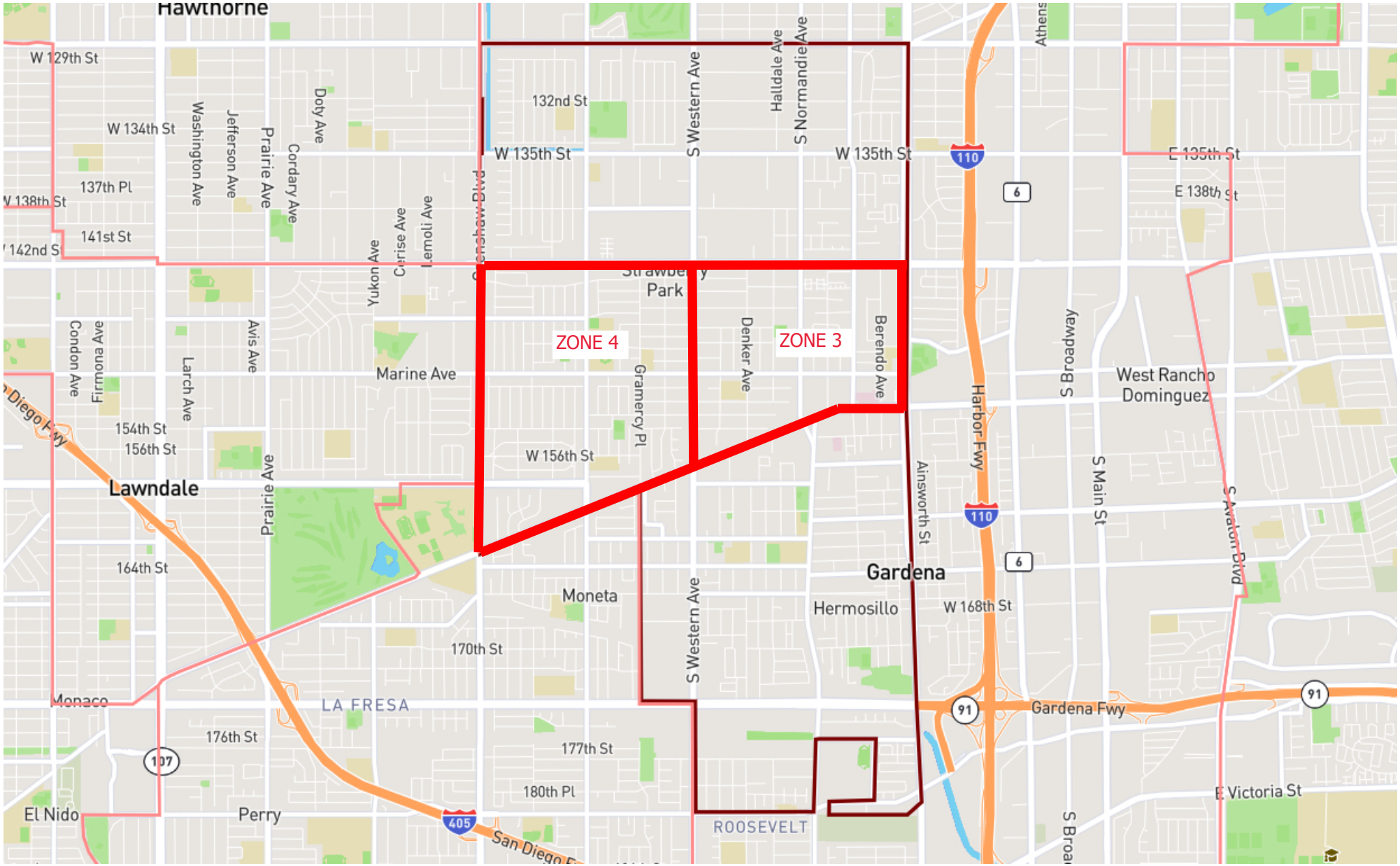
TOTAL DESIGN FEE: $139,730.00

HOURLY RATES

Project Manager	$180.00
Project Engineer	$125.00
Design Engineer	$105.00
Two-Man Field Party	$220.00
Survey Manager	$115.00
Clerical	$55.00

DMS CONSULTANTS, INC. CIVIL ENGINEERS

Local Street Project 2023-2024, JN 525



1" = 4000 ft	Zone 3 and Zone 4	03/20/2024	

This map may represents a visual display of related geographic information. Data provided here on is not guarantee of actual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information.

City of Gardena
City Council Meeting

Agenda Item No. 8. D. (1)

Department: General Services

Meeting Date: August 13, 2019

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: *APPROVAL OF ON-CALL PROFESSIONAL CONSULTANTS FOR AS-NEEDED SERVICES.*

COUNCIL ACTION REQUIRED:	Action Taken
Approval of On-Call Professional Consultants for As-Needed Services	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council:

1) Approve the following firms to provide as-needed professional services, in four (4) categories:
   - Civil Engineering Design (total 13 Statements of Qualification [SOQs] submitted) – DMS Consultants, Inc.; IDS Group; Kreuzer Consulting Group; NV5; and PENCO A Cannon Company.
   - Construction Management and Inspection (total 14 SOQs submitted) – DUDEK; PENCO A Cannon Company; Griffin Structures; KOA; SA Associates; Uniplan Engineering, Inc.; and Wallace & Associates Consulting, Inc.
   - Traffic Signal/Engineering (total 3 SOQs submitted) – Iteris; KOA; and Minagar & Associates, Inc.
   - Architecture and Landscape Architecture (total 12 SOQs submitted) – Armstrong & Walker Landscape Architecture; BGB Design Group; BOA Architecture; BOA Government Services. David Volz Design; and IDS Group.
2) Authorize the City Manager to execute Consultant Agreements with the selected firms listed above in a form approved by the City Attorney and in an amount not to exceed $100,000 per project in each category during the contract term. Any services exceeding the amount will be agendized for Council review.

The agreement durations will be for three (3) years with an option to extend the agreement for two (2) additional years if the consultant performs satisfactorily. The fee schedule submitted by consultants are to remain fixed throughout the initial term of the Agreement (3-years), unless formally amended by the City Council.

The on-call agreement does not guarantee successful firms will be provided any projects.

FINANCIAL IMPACT/COST:

The consultants will be used on an as-needed basis, and costs associated with capital improvement projects will be charged directly to those projects.

ATTACHMENTS:

- Agenda Staff Report
  with Attachment: Request for Qualifications (RFQ), and sample Gardena Consultant Agreement

Submitted by: _____, Joseph Cruz, General Services Director Date: 8/8/19

Concurred by: _____, Edward Medrano, City Manager Date: 8/8/19

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No.	8. D. (1)
Department:	GENERAL SERVICES
Meeting Date:	August 13, 2019

AGENDA TITLE: APPROVAL OF ON-CALL PROFESSIONAL CONSULTANTS FOR AS-NEEDED SERVICES

RECOMMENDATION:

Staff respectfully recommends that the City Council:

1) Approve the following firms to provide as-needed professional services, in four (4) categories:

   - Civil Engineering Design (total 13 Statements of Qualification [SOQs] submitted) – DMS Consultants, Inc.; IDS Group; Kreuzer Consulting Group; NV5; and PENCO A Cannon Company.

   - Construction Management and Inspection (total 14 SOQs submitted) – DUDEK; PENCO A Cannon Company; Griffin Structures; KOA; SA Associates; Uniplan Engineering, Inc.; and Wallace & Associates Consulting, Inc.

   - Traffic Signal/Engineering (total 3 SOQs submitted) – Iteris; KOA; and Minagar & Associates, Inc.

   - Architecture and Landscape Architecture (total 12 SOQs submitted) – Armstrong & Walker Landscape Architecture; BGB Design Group; BOA Architecture; BOA Government Services; David Volz Design; and IDS Group.

2) Authorize the City Manager to execute Consultant Agreements with the selected firms listed above in a form approved by the City Attorney and in an amount not to exceed $100,000 per project in each category during the contract term. Any services exceeding the amount will be agendized for Council review.

BACKGROUND:

The City of Gardena is currently undergoing an increased level of utility and private improvements (i.e. telecommunication, water, and land development), Senate Bill (SB) 1 and Measure M funded transportation projects, and Parks and Recreation improvements throughout the City. The City's various departments frequently require professional consultants to support capital improvements. These services are necessary to supplement the department's efforts to complete budgeted projects such as parks, remodeling of existing facilities, feasibility studies and roadway infrastructure including underground pipes. The use of consultants benefits the departments by providing flexibility to meet the needs of diverse projects with a minimal level of internal staffing, while also utilizing consultant's expertise specific to a particular project.

Typically to procure a specific consultant agreement, the entire process from issuance of the initial Request for Proposals (RFP) to Council approval and execution of the contract can take months. Aside from the time it takes to develop an RFP, execution of all the contract agreement requirements, including insurance also take considerable time. To streamline the process, many local agencies have turned to the use of on-call consultants.

On-call contracts for professional services are an effective way to retain engineering and architecture consultants to ensure that public works programs are delivered in a timely and cost-effective way. The City can call on consultants when work is needed without incurring the additional cost and time associated with selecting consultants individually for each scope of work. Active insurance and an on-call master agreement would be maintained through the contract term (See Attachment). A sample on-call consultant agreement is attached for review. This agreement, along with the consultant's fee schedule will be executed for each of the selected firms. However, as each agreement will be for on-call, as-needed services, there is no guarantee of work to be provided to any firm.

On December 20, 2018, the General Services Department issued a Request for Qualifications (RFQ, See Attachment) advertised in the local newspaper and City website. Forty-two (42) Statements of Qualification (SOQs) were received. The SOQs were reviewed by three (3) Engineering staff and evaluated based on the following six major criteria; Presentation and Content (10%); Project Manager's Experience (20%); Firm's Staff and Subs Depth and Experience (25%); Firm/Team Organization (10%); Quality of References (20%); and Fee Schedule (15%). Each criteria has been scored between (0-100) and ranked based on the highest average score. Unlike construction contracts where successful bids are awarded to the lowest responsible bidder, professional service contracts are awarded to qualified firms with reasonable fee structures.

In addition, staff recommends authorizing the City Manager's approval of each routine on-call professional consultant services in an amount not to exceed $100,000 during the contract term in an effort to streamline routine projects. The City Manager will seek Council approval of non-routine projects under $100,000.

Submitted by: _____ Date: _____
Joseph Cruz, Director of General Services

Attachment - Request for Qualifications (RFQ), and sample Gardena Consultant Agreement

8. DEPARTMENTAL ITEMS (Continued)

D. GENERAL SERVICES

(1) Approval of On-Call Professional Consultants for As-Needed Services

City Manager Medrano presented the Staff Report.

There was discussion regarding the collecting of demographic data to see how many disadvantaged, minority, and veteran businesses applied; there was also discussion about the types of projects that could be costing $100,000. City Manager Medrano stated that we did not collect that data but would do so going forward and explained that we do not have in-house staff to do this type of work. Therefore, we would need to hire a Consultant for the design work such as landscape architecture (like the work that was done on Artesia Boulevard), engineers for redesigning an intersection, and engineers for roadway designs. He also mentioned that most consultants were paid out of project budget, not out of general fund money.

It was moved by Council Member Henderson, seconded by Council Member Tanaka, and carried by the following roll call vote to Approve On-Call Professional Consultant Services for As-Needed Services:

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

(2) Approval of Two (2) Year Contract with West Coast Arborists, Inc. in the amount of $175,000 for Full-Service Forestry Maintenance Program

City Manager Medrano presented the Staff Report.

Victor Gonzalez and Robert Thompson, representatives from West Coast Arborists, Inc. ("WCA") were present to answer any questions that the Council had. There was a discussion regarding how the City of Gardena piggy-backed on an agreement that the City of Temple City had with WCA to avoid time and cost to conduct a bid process. The City of Temple City's results met all the criteria and specifications of the City of Gardena. It was further discussed that ongoing maintenance of City-owned trees is required to preserve the health, safety, and general welfare of the public. It was also stated that routine pruning of trees is necessary to define tree structure as well as to ensure the safety and security of the member of the public who are placed at risk when City trees go unmaintained. The representatives continued to say that they maintain an electronic inventory which tracks the conditions of the trees in developing a comprehensive five (5) year maintenance program which details the entire City of Gardena.

It was moved by Council Member Medina, seconded by Council Member Henderson, and carried by the following roll call vote to Approve the Two (2) Year Contract with West Coast Arborists, Inc.:

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

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

August 2, 2022

City's on-call consultants: *DMS Consultants, Inc., IDS Group, Kreuzer Consulting Group, NV5, PENCO A Cannon Company, DUDEK, Griffin Structures, KOA, SA Associates, Uniplan Engineering, Inc., Wallace & Associates Consultants, Inc. (now known as Anser Advisory), Iteris, Minagar & Associates, Inc., Armstrong & Walker Landscape Architecture, BGB Design Group, BOA Architecture, BOA Government Services, David and Volz Design.*

Subject: Notice to Exercise Option to extend the City's On-call Professional Consultants Agreement for as-needed services.

This letter serves as a notice that the City of Gardena's Public Works will exercise the Optional two (2) years under the current Agreement between the City of Gardena and the identified consultants in the attached Gardena City Council Agenda Report Summary dated August 13, 2019. The optional term will expire during the year 2024 and please reference your Agreement for exact date.

We are pleased to continue our partnership with current on-call consultants for two additional years.

Sincerely,

Kevin Kwak, PE
Principal Civil Engineer

Enclosure

TASHA CERDA, Mayor / RODNEY G. TANAKA, Mayor Pro Tem
PAULETTE C. FRANCIS, Councilmember / MARK E. HENDERSON, Councilmember / WANDA LOVE, Councilmember
MINA SEMENZA, City Clerk / GUY MATO, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

CITY OF GARDENA
CONSULTANT AGREEMENT
WITH
DMS CONSULTANTS, INC.

This Agreement is entered into this 9th day of September, 2019, by and between the City of Gardena, a municipal corporation ("City") and DMS Consultants, Inc., ("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 the as-needed professional on-call services in the following category or categories:

   - Civil Engineering Design
   - ~~Construction Management and Inspection~~
   - ~~Traffic Signal/Engineering~~
   - ~~Architecture and Landscape Architecture~~

   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 September 9th, 2022 (3-yr term), with an option to extend for one additional two-year at City's description, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant

in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualifications ("RFQ"), **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 Response to City's RFQ, which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

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 fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the Consultant submits and the City accepts for the services requested on a particular project.

    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: Kevin Kwak
Principal Civil Engineer

To Consultant:
DMS Consultants, Inc.
12371 Lewis Street, Suite 203
Garden Grove, CA 92840
Attn: Surender Dewan
President

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

Ed Medrano, City Manager

ATTEST:

Becky Romero
for City Clerk

APPROVED AS TO FORM:

City Attorney

CONSULTANT

Surender Dewa
Name

Sign:

Title: President

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 17.A
Section: DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES
Meeting Date: March 26, 2024

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

AGENDA TITLE: Award Planning Services for the Vacant and Underutilized Lot Inventory in the City of Gardena to KTUA, Inc. in the amount of $165,425

COUNCIL ACTION REQUIRED:
Staff Recommendation: Award Contract to KTUA, Inc.

RECOMMENDATION AND STAFF SUMMARY:

On October 10, 2023, the City released a Request for Bids on Planet Bids for Planning Services for the Vacant and Underutilized Lot Inventory in the City of Gardena. We are utilizing the Technical Assistance Program (TAP) the Los Angeles County Regional Park and Open Space District provided to serve High and Very High need study areas.

The allocated TAP funds were awarded to the City in 2022, and the finalized funding guidelines were provided to us in 2023. We developed this project after carefully reviewing the procedures and allowed uses. This opportunity will assist us in creating additional green space and needed parkland for our community; using the funds for this initial inventory will make us eligible for future grant funding through the Los Angeles County Regional Park and Open Space District to take the project from conception to actualization.

This project will be perfectly integrated into the City of Gardena Parks and Recreation Master Plan. The Plan will be the foundation for pinpointing opportunities for expanded green space and recreational opportunities in the City.

The following three bids were received:

1. STUDIO-MLA $278,320
2. Placeworks $236,296
3. KTUA $165,425

After reviewing the proposals, the committee interviewed the top two candidates in January 2024. The evaluation committee evaluated Placeworks and KTUA based on similar project

experience, their process for moving the project from conception to actualization, and their organizational experience.

After careful consideration, we would like to recommend approval to move forward with KTUA. KTUA demonstrated through the interview process that they have experience in successfully completing similar projects, and their staff has the capacity to complete the work outlined in the scope during the requested timeframe.

KTUA has been designing and planning park and recreation facilities for over 50 years, with a staff of 32. Staff conducted reference checks, and the response to their work in various cities (Pico Rivera, Moorpark, and Menifee) was positive. Their responses showed that KTUA provided exemplary work and completed the assigned projects promptly.

KTUA will provide the City with an assessment of vacant and underutilized lots to recommend properties that will help add to and create new parkland. KTUA will use the community feedback received during the master plan process to augment its outreach to ensure we meet the community's needs. KTUA will also work with Evari GIS to lead the identification of vacant and underutilized lot inventory using their innovative GIS tools to streamline the selection process. Evari brings AI and GIS techniques to help find the best opportunity sites.

KTUA will also hold stakeholder meetings to allow for an in-depth discussion on what is essential to focus on for this project and will host several workshops and pop-up events to enable the community to provide feedback.

Based on KTUA's research of vacant and underutilized lots, hosting multiple community engagement workshops, and stakeholder interviews, they will present the City with recommendations. The top three selected sites will be presented with two conceptual designs to highlight the potential of the recommendations. KTUA will then have several opportunities for the public to provide feedback on the proposed sites via workshops and community pop-up events, ensuring the suggestions reflect the community's wants and needs.

The Planning Services for the Vacant Lot and Underutilized Lot Inventory in the City of Gardena project is slated to be completed in the winter of 2024/2025.

IN CONCLUSION, Staff respectfully recommends that the Council approve the agreement with KTUA to provide the planning services for the vacant and underutilized lot inventory in the City of Gardena for $165,425. The Los Angeles County Regional Park and Open Space

District TAP program funding received in 2022/2023 will pay for the proposed project.

FINANCIAL IMPACT/COST:

Measure A Technical Assistance Funds in the amount of $165,425

ATTACHMENTS:

KTUA Gardena Vacant & Underutilized Lot Inventory.pdf
Complete_with_DocuSign_KTUA_Agreement_Final_cv sig.pdf

APPROVED:



_____

Clint Osorio, City Manager



PLANNING SERVICES FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY IN THE CITY OF GARDENA

PROPOSAL | CITY OF GARDENA | NOVEMBER 17, 2023

ktua
3916 Normal Street
San Diego, CA 92103
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November 17, 2023

Adrianna Renteria
Recreation and Human Services
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

Dear Ms. Renteria and Members of the Selection Committee,

KTUA is excited to submit a proposal for this unique request. It blends many of the interests and experience our team has for GIS, park planning, park design and community engagement. As planners and designers, we take pride in the thoughtful and inclusive process of our park and recreation planning. We then build on that with the creative and environmentally conscious design of our parks.

Today, park planning and design must be more than ballfields and playgrounds. It must accommodate the changing needs of Gardena's residents and trends that influence those needs. Our park planning and design includes **creative and innovative solutions** for stormwater runoff; the identification of climate adaptations to address excessive heat, cold, or wind through urban forestry; the use of State policies such as the Quimby Act for procuring developer funds to enhance and augment park assets; and the use of Crime Prevention through Environmental Design (CPTED) principles to increase safety and security.

Our park planning techniques incorporate GIS driven solutions such as park level-of-service, park pressure modeling, demographic analysis and site assessment. While we do many of the GIS-specific analysis tasks in house, we will be bringing long time teaming partner Evari GIS to lead the vacant and underutilized lot inventory identification. They bring their innovative **GIS tools** to streamline the selection process since it will be critical to identify potential properties as efficiently as possible. Evari brings AI and tried and true GIS techniques that will help Gardena be the leaders for these types of TAP grants.

Our park planning and designs seek to balance many factors and are unique to each community, using methods to fine tune amenity distribution and design to respond to the community and the City's desires. Our community engagement and park planning experience encompasses **inclusive strategies** to close the gaps of equitable distribution, activities for all ages to participate, increase assets to meet the community's park amenity and locational needs, and re-invent recreational experiences that are translated into great personal experiences.

KTUA has been designing and planning park and recreation facilities for over 50 years with a staff of 32. Our experience in the Los Angeles region includes the preparation of ***Montebello's Parks Master Plan, Pico Rivera's Urban Greening Plan,*** and active transportation plans for Artesia, Bellflower, and Paramount. Currently we are working on the ***cities of Bellflower and Whittier's Parks Master Plan***.

I will serve as the principal in charge and Jacob Leon will serve as the project manager. Jacob is currently managing the Bellflower and Whittier's Parks Master Plan. He is bilingual and fluent in Spanish and specializes in identifying strategies and tools to get the most out of the engagement process. Nicole Rogge will be a key team member to analyze, oversee and assist with all major tasks on the project. Josef Gutierrez will lead the park design concepts and is working with Jacob on the National City Pepper Park design project.

Our staff has the capacity to complete the work outlined in this scope for the estimate completion timeframe of nine months. We look forward to the opportunity to discuss our approach and qualifications with you. KTU&A acknowledges addendum #2, dated October 24, 2023.

Respectfully submitted,

Joe Punsalan, Principal

KTUA AUTHORIZED REPRESENTATIVE
Joe Punsalan, Principal
3916 Normal Street, San Diego, CA 92103
619-294-4477 x127; Cell: 619-851-1870
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TASK 1: PROJECT MANAGEMENT

1.1 Kickoff Meeting

A productive kick-off meeting is essential to the success of the Vacant and Underutilized Lot Inventory Plan as it sets the foundation for team expectations and deliverables. This meeting will be held virtually to facilitate attendance. The team will develop communication protocols and establish project management strategies to keep the project within budget and on schedule. KTUA will produce meeting agendas and meeting summaries.

1.2 Team meetings

Consistent communication between the City and team will ensure project milestones are met throughout the nine-month schedule. Eight (8) project management meetings will be held virtually via Zoom, GoToMeeting, or any other City preferred on-line tool. KTUA will produce meeting agendas and meeting summaries.

1.3 Invoicing & Progress Reports

Monthly invoicing and progress reports will be submitted to the City to ensure the project is on schedule and tasks are completed.

DELIVERABLES:

- Kickoff meeting agenda and meeting notes
- Team meeting agendas and meeting notes
- Monthly invoicing and progress reports

TASK 2: VACANT & UNDERUTILIZED LOT INVENTORY

2.1 Conduct an Inventory of Vacant and Underutilized Lots

KTUA teaming partner Evari GIS Consulting (Evari) will develop a methodology to assess the amount of vacant and underutilized lots in the City of Gardena. The methodology will begin with the estimated 15,000 total parcels in the City and will assess the amount of development on each parcel using a GIS-based deep learning model designed to identify building footprints on each parcel.

Following the initial AI assessment, a verification process will be conducted using Nearmap aerial imagery (as recent as September 2023) to calculate the total land area of each parcel, the area of any buildings on the parcel, and the ratio of developed area to total parcel land area. The results of this effort will be a list of candidate sites that will be used to develop a shortlist of locations under Task 2.2.

2.2 Property Assessment and Selection

Upon completion of Task 2.1 the following steps will be conducted to pare down the potential properties. The goals will be to focus on park and amenity poor areas, such as the northeast and southwestern neighborhoods of Gardena, as well as to use the results from the Parks Master Plan and its outreach efforts. With the number of lots undetermined until the completion of Task 2.1, KTUA recommends up to three (3) properties to be selected and prioritized to move into conceptual designs. Our team



Example output of Evari's deep learning model determining building footprints per parcel

Opportunities and constraints (Stowe Grove, Goleta)

OPPORTUNITIES	CONSTRAINTS	ASSETS	LIMITATIONS / LIABILITIES
1 NATIVE AMERICAN / CHANNEL ISLAND THEMED AREA	1 UTILITY EASEMENT	1 DENSE TREE COVER	1 LOCATION OF EXISTING BUILDINGS
2 DOCENT OR VOLUNTEER PROGRAM	2 ENVIRONMENTALLY SENSITIVE HABITAT AREAS (ESHA)	2 EXISTING REDWOOD GROVES	2 HIGH SPEED ROADWAY - VISIBILITY ISSUES
3 PLAYGROUND AREA	3 NARROW SITE AREAS	3 EXISTING PICNIC AREAS	3 DYING OR FALLING TREES
4 ENHANCED REDWOOD GROVES	4 EXISTING MAINTENANCE OPERATIONS	4 PARKING LOT ENTRANCE SIGN	4 EXISTING TRASH PICK-UP OPERATIONS
5 EXPANDED PICNIC AREAS	5 MATURE TREE LOCATIONS	5 CONNECTIONS TO SCHOOL & NEIGHBORHOOD	5 LACK OF ADA PATHWAYS
6 OPEN LAWN AREA CAN INCLUDE INFILL AMENITIES	6 SENSITIVITY OF NEIGHBORS TO SOUND	6 EXISTING SPORTS FIELD / PLAY AREAS	6 POOR SITE DRAINAGE




VIEW A: PICNIC AREA


VIEW B: PLAYGROUND


VIEW C: ENTRY GATEWAY


VIEW D: COVERED PICNIC AREA


VIEW E: OPEN LAWN PLAY FIELDS

STOW GROVE PARK LOCAL MAP

STOW GROVE PARK
MASTER PLAN


CITYWIDE CONTEXT MAP

is flexible, but we recognize that developing conceptual plans for three park sites is a manageable number due to the constrained schedule.

1. KTUA and the City will review the candidate properties that can enhance recreation opportunities and move those into the conceptual design phase.
2. The KTUA team will inventory on-site and off-site characteristics of the three selected properties. This inventory and site analysis will include physical boundaries, easements; roads, bicycle, and pedestrian circulation; utilities; adjacent land uses (existing and planned); topography (if data is readily available), gradients, and drainage patterns; sun and wind orientations; distance to nearest park(s), and significant features such as sounds and smells, spatial patterns, and general impressions regarding the potential of each property and its surroundings. This analysis will represent each property's opportunities and constraints diagrammatically, including those man-made and those created by natural resources and forces. A boundary and topographical survey will not be conducted, as the property boundaries will be determined by parcel data provided by the City.
3. Coordination with the Parks Master Plan team will be conducted to identify the amenity and park deficiencies to help determine future park amenities and their location such as dog park, pocket parks, or fitness opportunities.



City of Gardena park map with bubbles highlighting park poor areas

As part of this effort, Evari will develop a GIS-based field data collection tool using Esri's FieldMaps platform. The tool will be developed to allow the team to enter data on the locations selected for site visits, including site photos, amenities, text and audio notes, and other observations. The field information will be added to the information found in the existing project site database developed in this task (acreage, building presence, etc.) in real time, allowing for immediate analysis and evaluation by the project team under Task 2.3 and beyond.

2.3 Site Visits

The KTUA team will visit the candidate sites and conduct the assessment mentioned in Task 2.2. Visiting the various sites with the entire team will provide a comprehensive experience that will enhance the design phases and community engagement phases of this Plan.

DELIVERABLES:

- List and maps of the inventory summary
- Opportunities and constraints mapping and exhibits of the selected properties
- Summary of site visit notes

TASK 3: COMMUNITY ENGAGEMENT

3.1 Prepare Community Engagement Plan

KTUA will work with City staff, identified community partners, and the project team to develop a Community Engagement Plan (CEP) that is appropriate for Gardena. The plan will include elements such as objectives, outreach needs, desired outcomes, key stakeholders, target audiences, and underserved neighborhoods. It will include a description of each stakeholder meeting, outreach event, and other activities that will occur throughout the planning process. All final outreach products will be presented in English and Spanish.

3.2 Project Branding and Website Materials

KTUA will work with the City's communications staff to develop a branding effort related to the project. This will include a development of a logo and other appropriate branding for the project to make this project recognizable to the public and to also distinguish it from other City initiatives. Consistent branding will be included on all project material such as announcements, exhibits, online material, social media, and documents. The project team will use project branding to create flyers and social media

announcements for the City to post on their social media such as the Gardena Events Facebook page or other communication channels. Announcements will include a project description, a "call to action", and a QR code directing users to the website. KTUA will develop a web page, to be linked from the City's website, that will include the project description, project milestones, surveys, infographics, and public engagement opportunities. The park concepts can also be posted on the project website for community input.

3.3 Community Workshops

The KTUA team will use the feedback collected from the City to organize two (2) community workshops and two (2) pop-up events.

These workshops will be essential to understanding the needs, challenges, and opportunities of the City and each project site. All workshops and pop-up events will be publicly noticed through City channels and will include multiple forms of engagement to create an inclusive environment for participation. Opportunities for community members unable to participate in workshops will be available.

The team has an extensive list of tools, programs, and multilingual team members to ensure successful public outreach. For pop-up events, KTUA has found that hosting these workshops during well-attended city or community-sponsored events increases participation. These events may include, but not limited to: Halloween Scare Zone, Fall Carnival, National Night Out or the Downtown Street Fair. It's great to see that the City is very active on social media promoting community events.

KTUA will work with the City to identify locations for the workshops and identify well-attended City events to hold pop-up workshops. These workshops can also be held in conjunction with Park Master Plan workshops to maximize attendance. The initial order of events would entail, but subject to discussion with the City:

Workshop #1 and Pop-up event #1: These will be conducted during the early stages of the project to gather community feedback on amenities that they would like to see at the three potential park sites. The final three properties identified will be introduced to gather feedback on the facilities and amenities they would like to see. Initial concepts can also be prepared to help start the conversation. Engaging and interactive exercises can include group exercises in designing a park.



Workshop Sam Yellen Park, Palmdale, CA

Once the workshop and pop-up event are completed, a summary of the feedback will be developed. The results will provide direction on the properties, facilities, and amenities to be used to develop the park concepts.

Workshop #2 and Pop-up event #2: These will be conducted during the design stage to gather community input on final draft park designs. To further prioritize amenities and park features, voting activities such as budget allocations, can help the City phase park needs based on potential future budget constraints. Feedback from these events will assist with finalizing the park concepts.



Pepper Park Workshop Voting Exercise, Chula Vista, CA

3.4 Stakeholder Focus Group Meetings

Stakeholder meetings are intended to gather local feedback from an audience with specific experience and knowledge of the Gardena's parks and programs. A total of four virtual (4) stakeholder focus group meetings will take place in the early stages of the planning process to assess the identified properties and possible park amenities, existing park conditions, understand community issues, and discuss recommendations. The meetings may include City staff, operators, managers, and maintenance staff; youth, older adults, civic/social organizations, human service providers, school representatives, or other groups who may not be currently using City facilities.

DELIVERABLES:

- Community Engagement Plan
- Flyers, social media posts
- Project branding and website
- Workshop and pop-up maps and materials
- Stakeholder agendas and meeting notes



Bellflower Parks Master Plan



TASK 4: PARK CONCEPT DESIGNS

4.1 Develop Conceptual Plan Alternatives

With direction provided by the City and through the community engagement process, KTUA will prepare conceptual plans illustrating proposed park improvements that reflect the community's needs. To start the process, a relationship / bubble diagram will be developed for each property; this diagram will consist of simple linework/ colors (i.e., bubbles) that help define the relationship between different spaces/programmatic uses within the park. Then two (2) conceptual plan alternatives (maximum) will be prepared for each site for the City to review for a total of six (6) alternatives. Park active and passive amenities, fields and fitness areas, circulation walkways, parking, gathering spaces, playgrounds, dog parks, trees and/or shade structures, etc., will be drawn conceptually and at an appropriate scale. Color will be added to the concepts for clarity (not illustrative renderings), and each concept will be annotated. The concepts will be provided to the City electronically in pdf format, and one (1) review meeting will be scheduled to discuss the concepts for each property.

4.2 Finalize Conceptual Plans

Workshop and City comments will be summarized and provided to the City electronically. Based upon feedback provided by the City and by the community, KTUA will refine the concepts to provide a single preferred concept for each park site. This concept will be drawn at an appropriate scale, color rendered, and annotated for presentation purposes. Lastly, a final planning-level opinion of probable costs will be developed for each park site.





Preferred and final concept (Buccaneer Park located in Oceanside, CA)

DELIVERABLES:

- Two Conceptual Plans for each of the three (3) sites. Six (6) total concepts.
- Three (3) concepts for community input
- Three (3) final concepts
- Probably costs for the final three concepts

TASK 5: DRAFT AND FINAL PLAN

5.1 Administrative Draft

An Administrative Draft Plan will include all of the elements of the project and outlines the process taken to create the conceptual designs as well as summarizing the community engagement process and results. The Draft Plan will include the evaluations, analyses, findings, and recommendations of all elements necessary to support the final concepts for future grant applications or CIP integration. The document will be formatted using Adobe InDesign with tables, figures, photos, diagrams, maps and text with dividers and a cover.

5.2 Final Plan

Based on staff comments, the Final Plan will be revised to address all comments. A summary sheet of comments will be provided with formal responses and actions taken to resolve each comment.

All files for final deliverable will be organized in a comprehensive file and folder structure and submitted to the City. The package will be complete with all original native files needed to edit and reproduce all final products.

DELIVERABLES:

- Administrative Draft Plan
- Final Plan

TASK 6: OPTIONAL TASKS

6.1 Story Map

If desired, Evari can develop a more robust GIS-based "StoryMap" website, which allows for all of the functionality of a traditional community engagement website with an integration into the project's GIS environment, including live web maps showing candidate sites, site information and photos, scoring metrics, and other pop-up information for each location. The site can be developed to solicit feedback from stakeholders, and can be developed in multiple languages using Evari's certified translation services.

6.2 Workshop on Property Selection

This workshop can be added to the community engagement process at the very early stages of the projects to present the properties identified and allow the community vote on their preferred properties. As part of this workshop, participants will also be asked about the facilities and amenities they would like to see within them.

6.3 Probably Cost Estimate for Concept Alternatives

Planning-level opinion of probable costs can be developed for each alternative for a total of six (6) cost estimates.

SCHEDULE		MONTHS								
		1	2	3	4	5	6	7	8	9
Task 1: Community Engagement and Data Gathering										
1.1	Kickoff Meeting									
1.2	Team Meetings									
1.3	Invoicing and Progress Reports									
Task 2: Vacant and Underutilized Lot Inventory										
2.1	Conduct an Inventory of Vacant and Underutilized Lots									
2.2	Property Assessment and Selection									
2.3	Site Visits									
Task 3: Community Engagement										
3.1	Prepare Community Engagement Plan									
3.2	Project Branding and Website									
3.3	Community Workshops (2) and Pop-up events (2)									
3.4	Stakeholder Meetings									
Task 4: Park Concept Designs										
4.1	Develop Conceptual Plans and Probable Costs (6 alternatives, 3 draft plans)									
4.2	Finalize Conceptual Plans Probable Costs (3 plans total)									
Task 5: Draft and Final Plan										
5.1	Administrative Draft									
5.2	Final Draft									
Task 6: Optional Tasks										
6.1	Story Map									
6.2	Workshop on Property Selection									
6.3	Probably Cost Estimate for Concept Alternatives									

3 | BUDGET BREAKDOWN OF TAP ALLOCATION & PAYMENT PROCESS

City of Gardena Vacant and Underutilized Lot Inventory	KTUA										Evari						
	Principal I	Senior Associate	Associate	Senior Planner / Designer II	Senior Planner / Designer I	Planner/ Designer					Project Advisor	GIS Manager	GIS Analyst/ Developer				
	Joe Punsalan	Jacob Leon	Josef Gutierrez	Marina Varano	Gwen Stark	Mariella Delfino	Hours per Task	Travel & Materials	Labor Cost	Cost per Task	Brian Gaze	Ruth McColly	Arash Afgahi	Hours per Task	Travel & Materials	Labor Cost	Cost per Task
	$190	$155	$135	$125	$115	$105					$250	$200	$150				
1 Project Management																	
1.1 Kickoff Meeting	2	2	2		2		8	$ 100	$ 1,190	$ 1,290	2	2	2	6	$ -	$ 1,200	$ 1,200
1.2 Team Meetings	8	8	8		12		36	$ -	$ 5,220	$ 5,220	2	8	8	18	$ -	$ 3,300	$ 3,300
1.3 Invoicing & Progress Reports		8					8	$ -	$ 1,240	$ 1,240			4	4	$ -	$ 600	$ 600
Task 1 Totals	**10**	**18**	**10**	**0**	**14**	**0**	**52**	**$ 100**	**$ 7,650**	**$ 7,750**	**4**	**10**	**14**	**28**	**$ -**	**$ 5,100**	**$ 5,100**
2 Vacant & Underutilized Lot Inventory																	
2.1 Conduct an Inventory of Vacant and Underutilized Lots		4	8	12			24	$ -	$ 3,200	$ 3,200	2	8	24	34	$ -	$ 5,700	$ 5,700
2.2 Property Assessment and Selection	4	6	16		12		38	$ -	$ 5,230	$ 5,230	2	8	40	50	$ -	$ 8,100	$ 8,100
2.3 Site Visits		12	12		12		36	$ 460	$ 4,860	$ 5,320		3	15	18	$ 150	$ 2,850	$ 3,000
Task 2 Totals	**4**	**22**	**36**	**12**	**24**	**0**	**98**	**$ 460**	**$ 13,290**	**$ 13,750**	**4**	**19**	**79**	**102**	**$ 150**	**$ 16,650**	**$ 16,800**
3 Community Engagement																	
3.1 Prepare Community Engagement Plan		2			4	4	10	$ -	$ 1,190	$ 1,190				0	$ -	$ -	$ -
3.2 Project Branding and Website		2		8	4		14	$ -	$ 1,770	$ 1,770				0	$ -	$ -	$ -
3.3 Community Workshops (2) and Pop-up events (2)	8	42	16		42	8	116	$ 1,120	$ 15,860	$ 16,980				0	$ -	$ -	$ -
3.4 Stakeholder meetings	4	12	6		12		34	$ -	$ 4,810	$ 4,810				0	$ -	$ -	$ -
Task 3 Totals	**12**	**58**	**22**	**8**	**62**	**12**	**174**	**$ 1,120**	**$ 23,630**	**$ 24,750**	**0**	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**
4 Park Concept Designs																	
4.1 Develop Conceptual Plans and Probable Costs (6 alternatives, 3 draft plans)	7	42	46	6	59	59	261	$ 140	$ 35,130	$ 35,270				0	$ -	$ -	$ -
4.2 Finalize Conceptual Plans Probable Costs (3 plans total)	5	6	12	0	30	24	77	$ 60	$ 9,470	$ 9,530				0	$ -	$ -	$ -
Task 4 Totals	**12**	**48**	**58**	**6**	**89**	**83**	**338**	**200**	**$ 44,600**	**$ 44,800**	**0**	**0**	**0**	**0**	**$ -**	**0**	**0**
5 Draft and Final Plan																	
5.1 Administrative Draft	6	16	8	24	40	60	154	$ -	$ 18,600	$ 18,600	2	4	8	14	$ -	$ 2,500	$ 2,500
5.2 Final Draft	4	8	8		20	40	80	$ -	$ 9,580	$ 9,580		2	8	10	$ -	$ 1,600	$ 1,600
Task 5 Totals	**10**	**24**	**16**	**24**	**60**	**100**	**234**	**$ -**	**$ 28,180**	**$ 28,180**	**2**	**6**	**16**	**24**	**$ -**	**$ 4,100**	**$ 4,100**
6 Optional Tasks																	
6.1 Story Map		4	2				6	$ -	$ 890	$ 890	2	8	40	50	$ -	$ 8,100	$ 8,100
6.2 Workshop on Property Selection	2	16		16	8		42	$ -	$ 5,780	$ 5,780				0	$ -	$ -	$ -
6.3 Probably Cost Estimate for Concept Alternatives	7		15		18		40	$ -	$ 5,425	$ 5,425				0	$ -	$ -	$ -
Task 6 Totals	**9**	**20**	**17**	**16**	**26**	**0**	**88**	**$ -**	**$ 12,095**	**$ 12,095**	**2**	**8**	**40**	**50**	**$ -**	**$ 8,100**	**$ 8,100**
Total Hours By Staff	**57**	**190**	**159**	**66**	**275**	**195**	**984**				**12**	**43**	**149**	**204**			

Labor Costs:	$117,350	Labor Costs:	$25,850
Direct Costs	$1,880	Direct Costs	$150
KTUA Total Cost	**$119,230**	**Evari Total Cost**	**$26,000**
		Grand Total Cost Estimate	**$145,230**
		Optional Tasks Total	**$20,195**
		Grand Total with Optional Tasks	**$165,425**



City of Goleta Stow Grove Park Master Plan

KTUA is a collaboration of planners, landscape architects, GIS analysts, and graphic designers focused on the creation of livable communities. Established in 1970, KTUA has expanded the boundaries of a traditional landscape architecture office by incorporating active transportation, community planning, federal planning, and natural resource management practices into our portfolio. With this diversity, KTUA has the ability to help shape the bigger picture while addressing the fine-grained details that contribute to sustainable natural and built environments.

KTUA's planning approach is to balance the diverse needs of regions, cities, neighborhoods, developers, and future users with planning that encourages placemaking that is informed by our expertise in urban design, community development, multimodal transportation, complete streets, public engagement, and natural resource management. With a goal of healthy communities and long-term stewardship of the land, KTUA has a track record for creating active public space that promotes public health, engages the community, contributes to economic growth, enhances public and private investments, and provides a sustainable legacy that is memorable and attractive. Our commitment to our communities and clients is to ensure that each project is unique, collaborative, innovative, cost effective, environmentally integrated, and context sensitive.

OVER 30 YEARS OF PARK MASTER PLANNING AND ATP EXPERIENCE

- City of Bellflower Parks Master Plan
- City of Whittier Parks Master Plan
- City of Montclair Parks Master Plan
- City of Montebello Parks Master Plan
- City of Moorpark Parks Master Plan
- City of Desert Hot Springs Parks Master Plan
- City of Goleta Parks Master Plan
- City of Goleta Stow Grove Park Master Plan
- City of La Mesa MacArthur Parks Master Plan
- City of La Mesa Parks Master Plan
- City of Menifee Parks Master Plan
- City of Pico Rivera's Urban Greening Plan
- City of Moreno Valley Parks, Trails & Community Services Master Plan
- City of Ontario Parks Master Plan
- City of Placentia Open Spaces and Urban Greening Plan
- City of Santee Community Center and Parks and Recreation Master Plan Update
- City of Encinitas Parks, Beaches, Open Space and Trails Master Plan
- City of Artesia Active Transportation Plan
- City of Paramount Active Transportation Plan
- City of Bellflower Active Transportation Plan

ktua

LEGAL NAME
- KTU&A

YEAR FOUNDED
- 1970

ORGANIZATIONAL STRUCTURE
- California Corporation

OFFICE LOCATIONS
- San Diego (Main Office)
  3916 Normal Street,
  San Diego, CA 92103
  Phone: 619-294-4477
- Central Coast (Satellite Office)

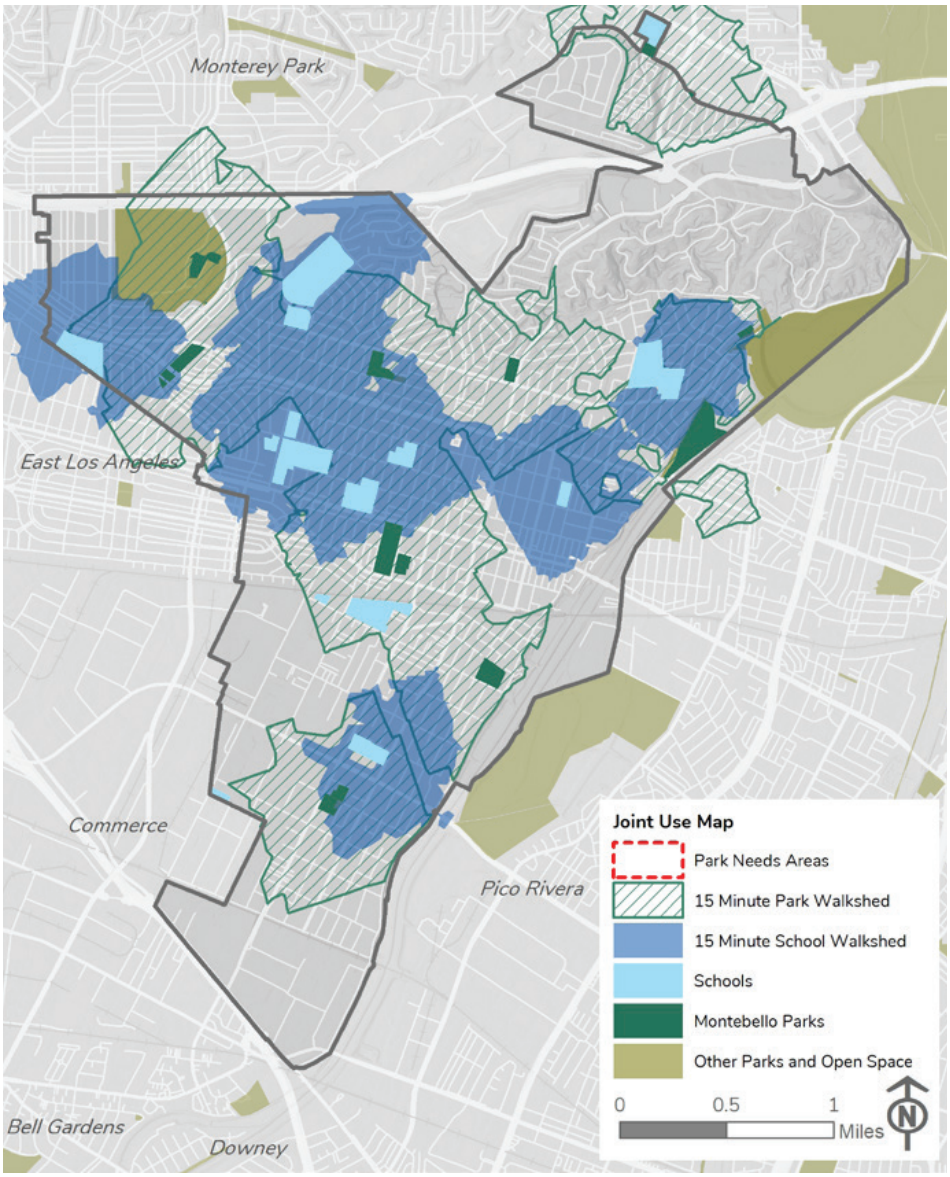
NUMBER OF EMPLOYEES - 32
- 9 Landscape Architects
- 8 Planners
- 6 Landscape Designers
- 2 Irrigation Designers
- 2 GIS Analysts
- 1 Transportation Engineer
- 2 Marketing
- 2 Accounting

CERTIFICATIONS
- Small Business Enterprise,
  California Dept. of General Services,
  CA SBE 30007 exp. 07/31/24

PLANNING SERVICES
- Land Use | Transportation Planning
- Active Transportation Planning
- Resource Planning
- Federal Planning

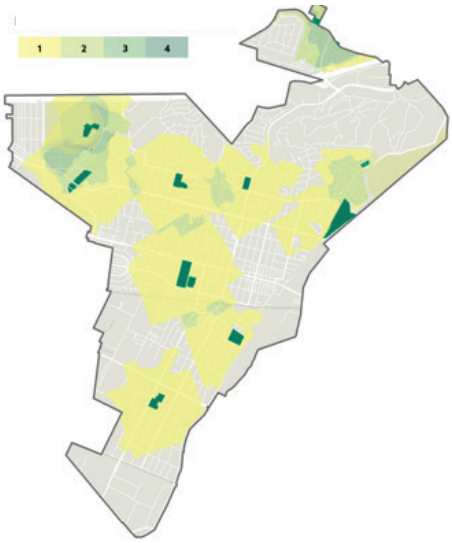
LANDSCAPE ARCHITECTURE SERVICES
- Civic and Public Works
- Parks and Recreation
- Healthcare
- Education
- Housing
- Hospitality
- Office and Commercial

SUPPORT SERVICES
- Public Outreach
- GIS
- 3D Modeling and Simulations
- Sustainable Design
- Water Management
- Grant Writing



CITY OF MONTEBELLO
PARKS MASTER PLAN

Number of Parks within 10-min Walk



City of Montebello Park Master Plan

KTUA developed a parks and facilities master plan that entails research, analysis, and inventory of the existing parks and park facilities to understand the current conditions and lifespan of the City's assets. KTUA facilitated extensive community outreach to gauge the City, key stakeholders, and resident use of the facilities along with what they desire to see in future park improvements. The team utilized advanced GIS mapping techniques to analyze the park distribution. The team developed a comprehensive needs assessment developed from the analysis and outreach phases to help establish the citywide parks master plan recommendations which indicate specific improvements on the city facilities, programs, financials, and various other components. KTUA worked on three site-specific master plans of parks that were identified by the data to help determine improvements. KTUA prepared maps demonstrating how a Joint Use Agreement (JUA) may help fill in the void of park sparse areas. This helps to visualize the impact that JUA's can have on a community, especially in areas with park shortages. These parks will be used to apply for Prop 68 funding which KTUA will assist the City in producing.

STORY MAP: https://arcg.is/0yeqOa

CLIENT REFERENCE
- City of Montebello
- Laurie Aguilar
- 323-887-1200 x374
- LAguilar@cityofmontebello.com

STATUS
- Completed 2021

SERVICES
- Park Master Planning

PROJECT FEE
- $383,709

KTUA KEY PERSONNEL
- Jacob Leon

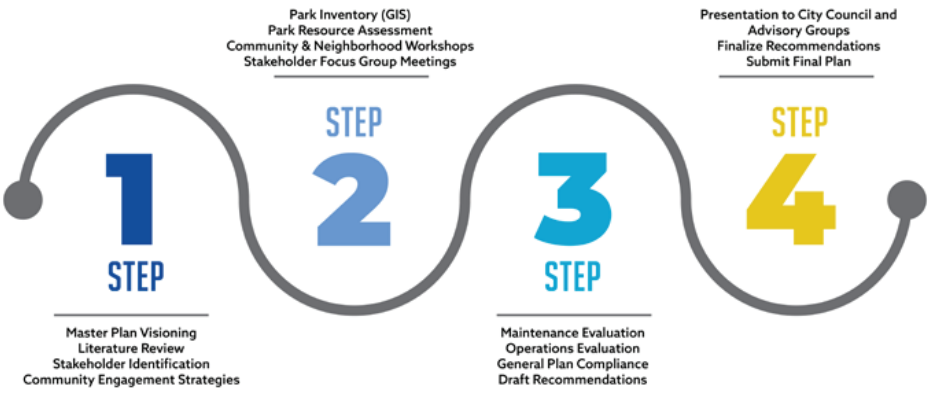
AWARDS
- 2022 APA Los Angeles Award of Merit, Comprehensive Plan - Small Jurisdiction

VIEW DOCUMENT: https://tinyurl.com/4w9esn49









City of Bellflower Park Master Plan

The City of Bellflower Parks & Recreation Master Plan is a comprehensive planning effort that will provide Bellflower staff and elected officials a tailored vision for parks, recreation facilities, and programs. The Plan includes an inventory of all city parks, GIS-based mapping analyses, financial guidelines, a prioritized list of recommendations, and extensive community engagement. Bellflower residents are encouraged to participate in community workshops, surveys, online maps, and neighborhood meetings. A statistically valid survey is also included to assist the team and city make informed decisions. The project is expected to be completed by Fall 2024.

CLIENT
- City of Bellflower
- PJ Mellana
- 562-804-1442, Ext. 2265
- pmellana@bellflower.org

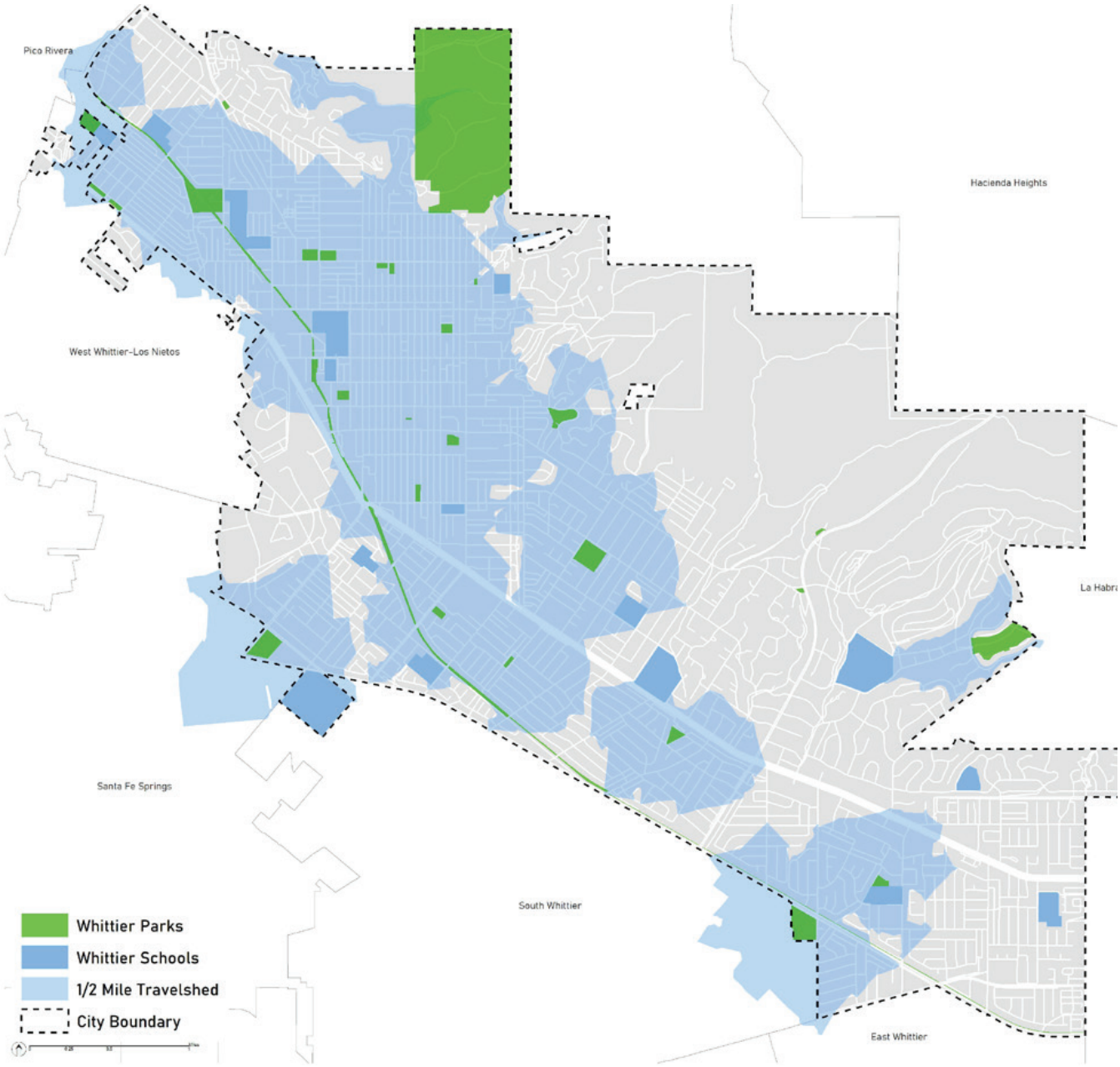
STATUS
- Ongoing 2023

SERVICES
- Community Engagement
- Park Master Planning

PROJECT FEE
- $177,500

KTUA FEE
- $99,150

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Nicole Rogge
- Kolbe Stets
- Mariella Delfino



City of Whittier Parks Master Plan

The City of Whittier is a built-out bedroom community of Los Angeles. The City nearly meets their goal park acreage level-of-service, due primarily to access to expansive natural open space and trails through the city-owned land in the adjacent Puente Hills Habitat Preserve. However, traditional park amenities like sports fields and playgrounds are in short supply. This places an emphasis on joint-use facilities both in Whittier and in neighboring cities, and the redevelopment of passive park space into active park uses as is being done at Parnell Park. Focus group meetings with sports groups and community leaders helped identify other priorities and opportunity areas for creating flexible arrangements for multiple park users.

CLIENT
- City of Whittier
- Virginia Santana, Director of Parks, Recreation and Community Services
- 562-567-9405
- vsantana@cityofwhittier.org

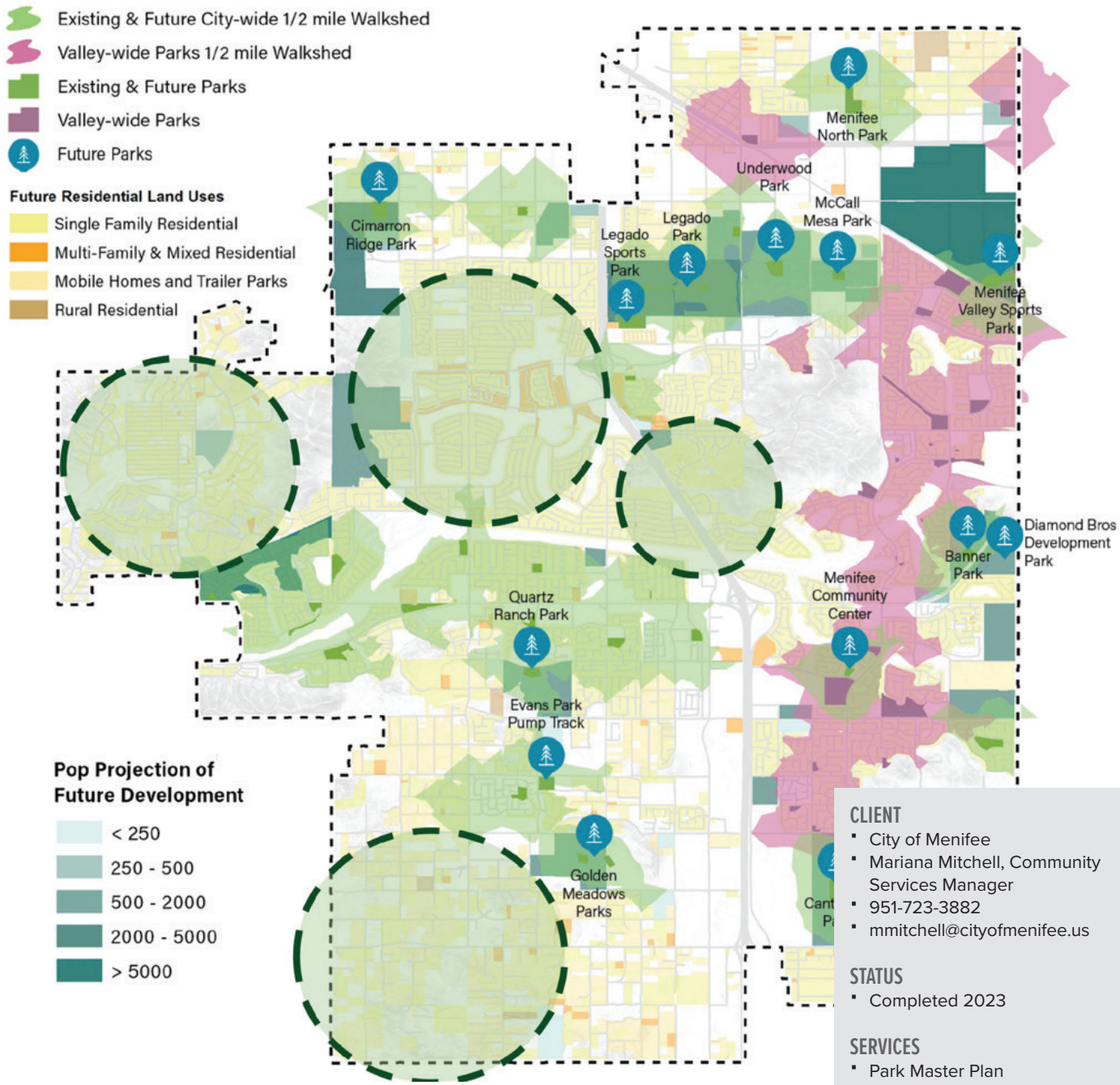
STATUS
- Ongoing 2023

PROJECT FEE
- $249,531

SERVICES
- Park Master Planning
- Community Outreach
- GIS

KTUA KEY PERSONNEL
- Mark Carpenter
- Jacod Leon
- Alex Samarin

STORY MAP: https://tinyurl.com/5549p9tu



Existing and future 1/2 mile travelsheds & future development population projects: Gaps with Missing Parks

City of Menifee Parks Master Plan

The City of Menifee Parks Master Plan scope includes population analysis, summary of recreational assets and amenities, and other site conditions that affected the development of the master plan. The Analysis includes population based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups. The Master Plan identifies necessary changes in programs, parks or amenities, and the potential for new parks or new amenities within existing parks.

CLIENT
- City of Menifee
- Mariana Mitchell, Community Services Manager
- 951-723-3882
- mmitchell@cityofmenifee.us

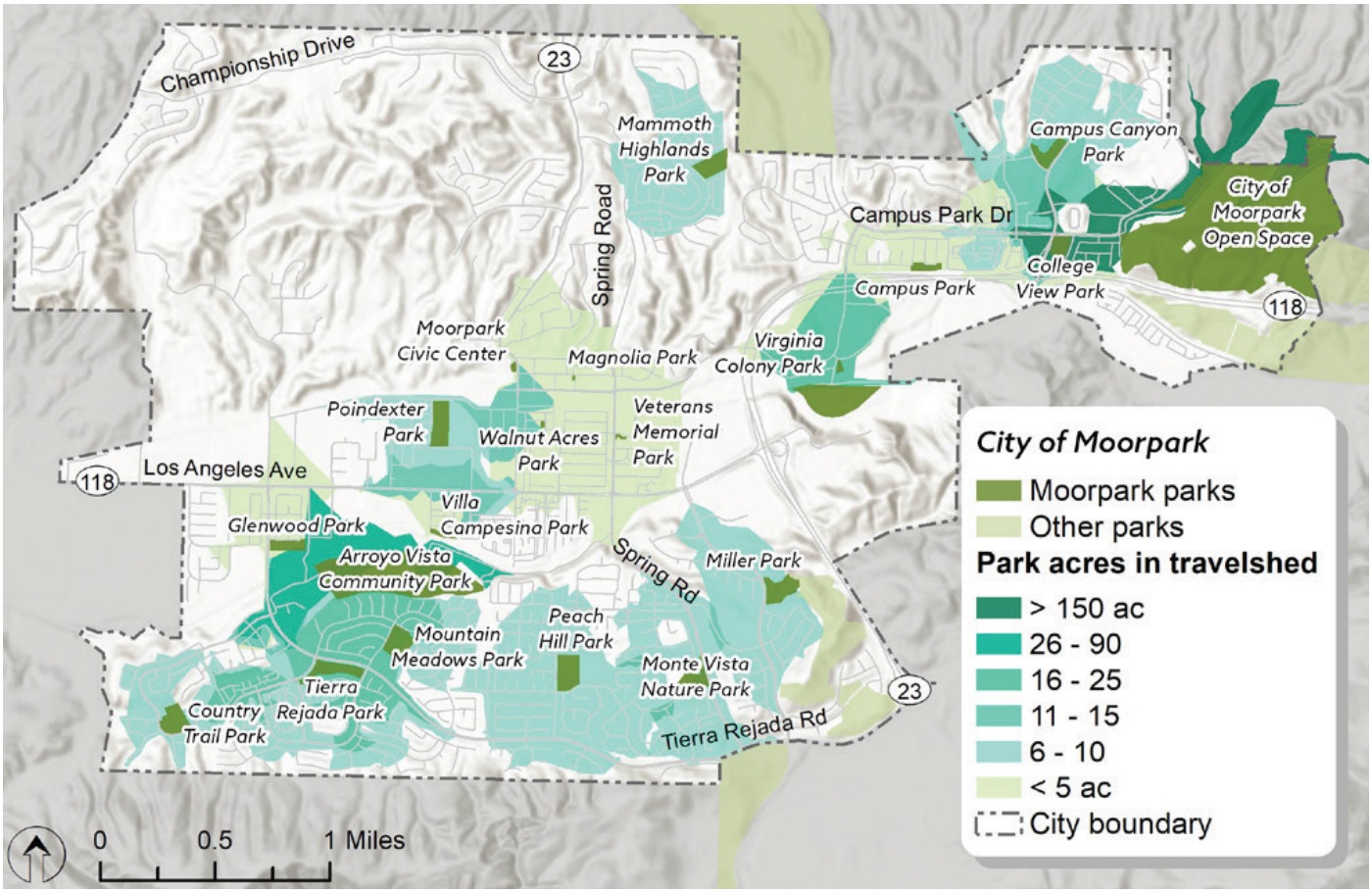
STATUS
- Completed 2023

SERVICES
- Park Master Plan
- Community Engagement
- GIS

PROJECT FEE
- $159,940

KTUA FEE
- $85,900

KTUA KEY PERSONNEL
- Joe Punsalan
- Alex Samarin
- Jacob Leon
- Nicole Rogge
- Mariella Delfino



Moorpark Parks Master Plan

KTUA will lead the recreation facility planning, community outreach, program assessment, financial analysis, and organizational analysis, to prepare a comprehensive update to the City's 2009 Parks and Recreation Master Plan. This Master Plan will be a concise, user-friendly plan that will establish a framework for decision-makers in the planning, programming, operation, maintenance and development of Moorpark's parks, recreation areas, open space, trails, and recreation facilities over a 10-year planning timeframe. While the City's overall population has remained relatively stable, demographic indicators suggest a population shifting away from young families and toward older adults must be considered for recreational facilities and programming needs. A study of the needs of youth and teens, and senior adults, collaboration with youth and senior organizations, and an emphasis on inclusion will be key from a recommendations and engagement perspective.

A Comprehensive public outreach and inclusive engagement with the Moorpark community will be a fundamental component of this Master Plan update which is a strategic priority for the City is to practice respect, equity, and inclusion citywide. KTUA will be employing a suite of tools and engagement strategies that reflects the needs and desires of all members of the community to be engaged.

CLIENT

- City of Moorpark
- Christopher Ball, Sr. Management Analyst; Parks, Recreation and Community Services Department
- 805-517-6217
- cball@moorparkca.gov

STATUS

- Ongoing 2023

PROJECT FEE

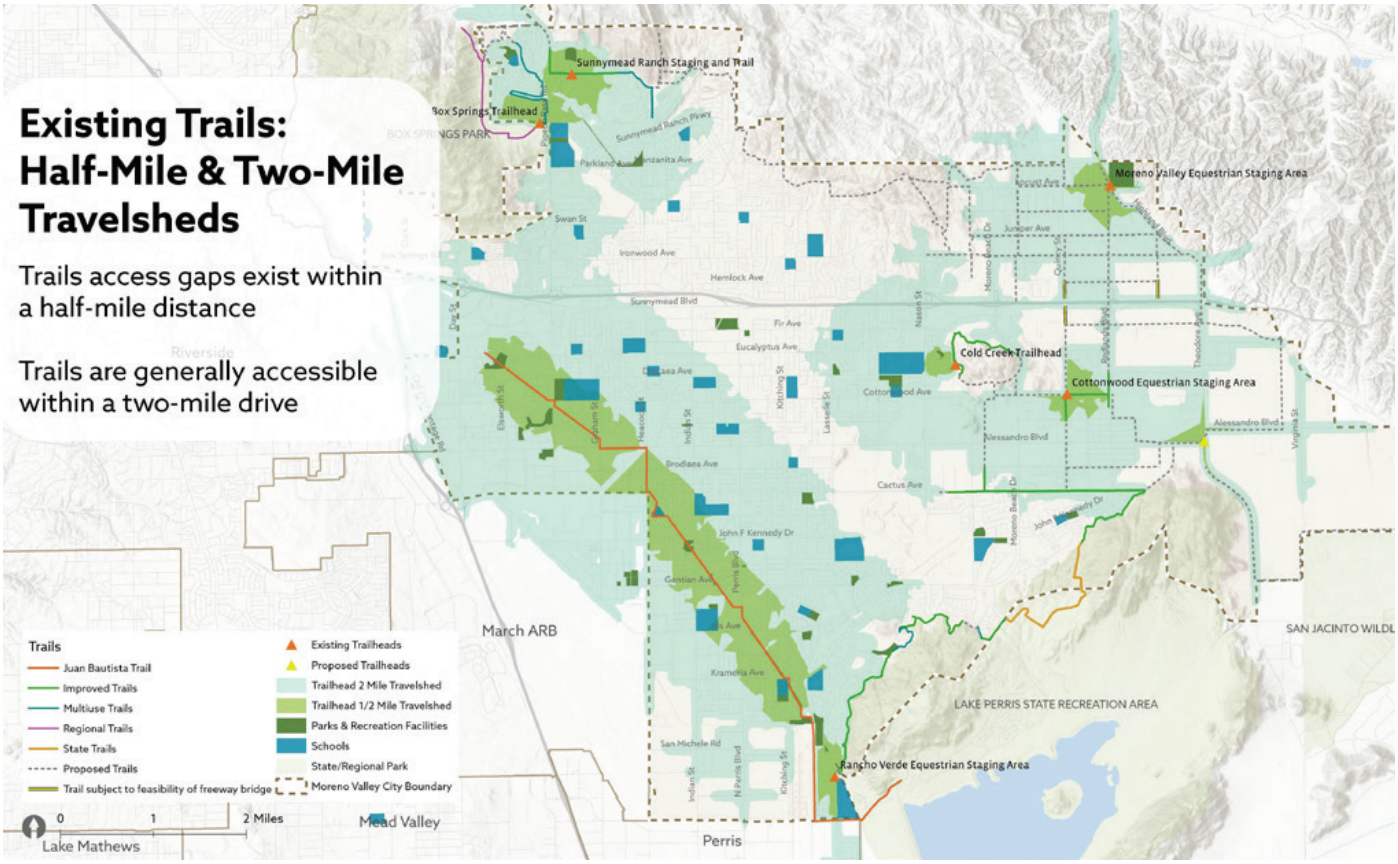
- $241,668

KTUA FEE

- $152,565

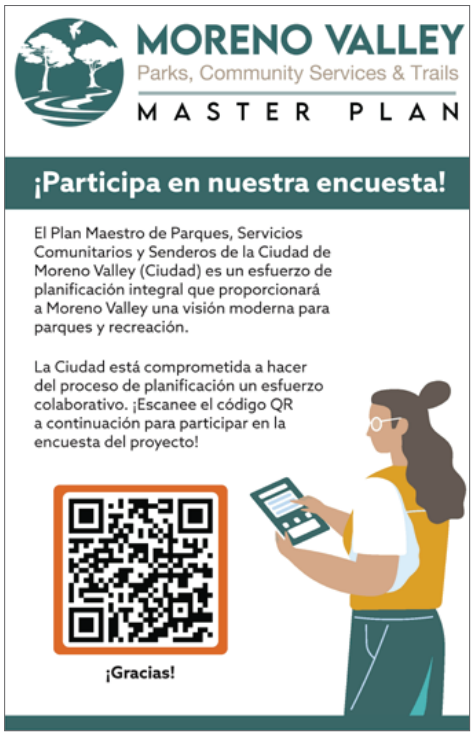
KTUA KEY PERSONNEL

- Mark Carpenter
- Jacob Leon
- Alex Samarin
- Marina Varano



City of Moreno Valley Parks, Community Services, and Trails Master Plan

Moreno Valley's Parks, Community Services and Trails Master Plan will be an update to the City's 2010 Master Plan. Since 2010, the City has experienced dramatic growth in residential, commercial, and industrial developments. This update is integral in ensuring the City is providing a foundation for a healthy thriving community. As the project progresses, proposed trail alignments, strategies, park and program recommendations, and a final plan will be created. The analysis will include a system-wide approach to evaluating recreation areas, existing parks, and trails, and identifying potential open space land and facility demands in order to develop goals, policies, and guidelines along with achievable strategies to meet the needs of current and future residents.



CLIENT
- City of Moreno Valley
- Jeremy Bubnick
- 951-413-3709
- jeremyb@moval.org

STATUS
- Ongoing 2023

SERVICES
- Park & Trails Master Planning
- Community Engagement
- GIS

PROJECT FEE
- $240,000

KTUA FEE
- $148,550

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Nicole Rogge
- Alex Samarin
- Mariella Delfino



PICO RIVERA URBAN GREENING PLAN POCKET GUIDE
English: http://bit.ly/2AbdHSI Spanish: http://bit.ly/2IJHr54

PLAN DOCUMENT LINK:
https://tinyurl.com/y3ovmjyl

City of Pico Rivera Urban Greening Plan

The City of Pico Rivera was awarded a grant from the Strategic Growth Council's Urban Greening Grant Program available under the Safe Drinking, Water Quality and Supply Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). The Urban Greening Plan (UGP) presents projects that provide a safe and connected bicycle network and pedestrian improvements, creates a unifying street tree canopy for more walkable and bikeable neighborhoods, and identifies prospective green spaces and hydrology improvements. The UGP was created with input from the community and provides policy makers and city staff with tools to seek funding from grants and public/private partnerships. As a result, the UGP will help to improve the quality of life for all who live, work, and play in Pico Rivera.

The Urban Greening Plan establishes a system of green streets by incorporating walking, biking, stormwater management, and street trees. Additionally, the plan provides recommendations on how to successfully implement and maintain these green streets. The UGP takes into consideration the city's General Plan, the GCOG ATP Plan, and numerous ongoing planning projects. By incorporating resident feedback into the plan, the UGP also recommends facilities in places where people need them the most.

The city has experienced the cumulative impacts of environmental, social, and economic vulnerabilities that affect quality of life and the built environment. This plan addresses many of these issues by providing a safe and connected multi-modal transportation system, unifying street tree palette, and opportunities for stormwater management.

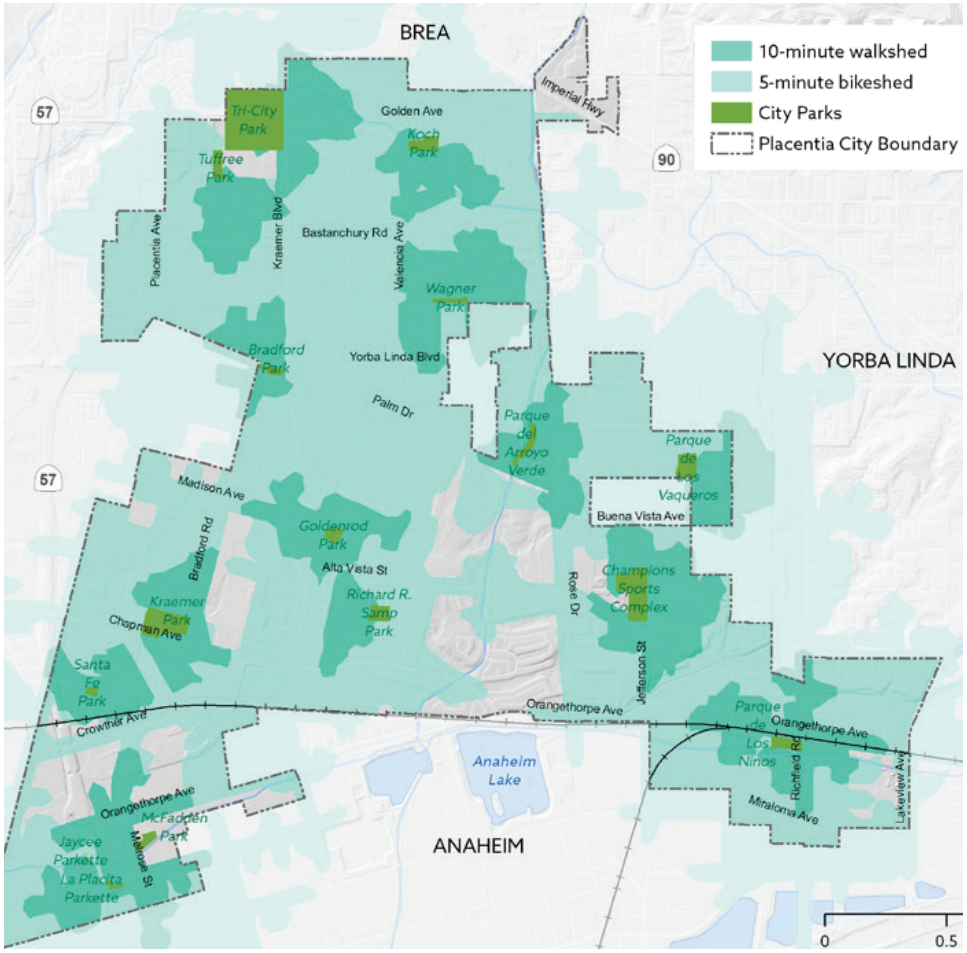
CLIENT
- City of Pico Rivera
- Julia Gonzalez
- 562 801-4447
- juliagonzalez@pico-rivera.org

STATUS
- Completed 2018

SERVICES
- Urban Planning
- Community Engagement
- Environmental Review

PROJECT FEE
- $250,000

KTUA KEY PERSONNEL
- Joe Punsalan



CLIENT
- City of Placentia
- Veronica Ortiz, Community Services Supervisor
- 714-993-8222
- ortiz@placentia.org

COMPLETED
- 2020

SERVICES
- Park Master Plan
- Community Engagement

PROJECT FEE
- $149,519

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Alex Samarin







City of City of Placentia Open Spaces and Urban Greening Master Plan

The City of Placentia Open Spaces and Urban Greening Master Plan outlines a sustainability strategy to preserve and improve existing parks and open space, recapture future parks and open space, increase the urban forest, and implement urban greening strategies to reduce Vehicle Miles Traveled/Greenhouse Gas (VMT/GHG) emissions and develop an active transportation network. KTUA provided a comprehensive review and analysis of all existing and potential parks and open space areas with feedback from an extensive community engagement campaign and stakeholder meetings.

As part of various urban greening strategies, KTUA developed new non-motorized transportation options that connect people to open spaces, public transit, Old Town Placentia, the Orange County Loop (OC Loop), and the future Metrolink Station. Through GIS modeling and community input, this plan identified optimal locations for bike and pedestrian paths to encourage residents to cycle and/or walk to the City's open spaces, parks, and the OC Loop. The efforts of this plan are in line with SCAG's 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), the Transit Integration Strategy, particularly to provide and enhance active transportation networks for Short Trips and First/Last Mile access to rail.



Port of San Diego Pepper Park Master Plan - Schematic Phase

The Pepper Park Master Plan is a collaborative and multidisciplinary effort aimed at establishing a grand vision for Pepper Park. The master plan includes comprehensive community and stakeholder engagement, creation of multiple design alternatives, and the development of schematic drawings that will help guide future design and construction of park amenities.

The design team and participants explored park features and recreation opportunities through a series of online (Zoom) and in-person workshops available in English, Spanish, and Tagalog. The proposed concepts depicted park elements that will transform the existing 5.2-acre park and the 2.5-acre expansion into a fun and beautiful space that National City residents and visitors will enjoy for years to come. Two major outcomes that are part of the master plan include schematic drawings for the entire park site and construction documents for a handful of park elements called “Early Action Items” that will be constructed by June 2024 thanks to federal stimulus funds the Port received via the American Rescue Plan Act and the State of California’s Coronavirus Fiscal Recovery Fund.

CLIENT
- Port of San Diego
- Anna Buzaitis, Program Manager
- 619-458-5519
- abuzaiti@portofsandiego.org

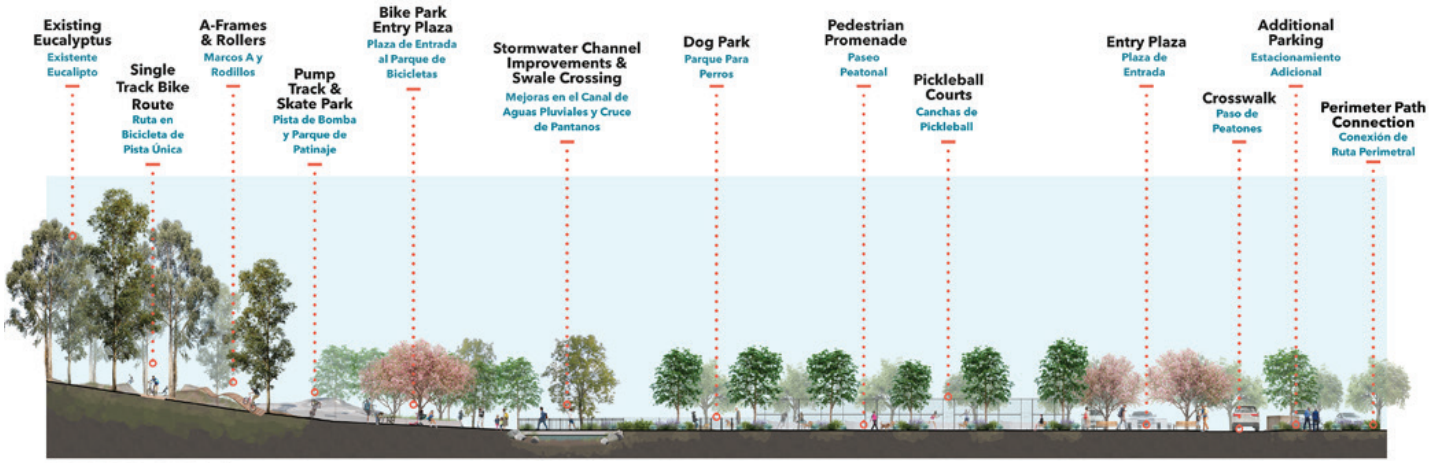
STATUS
- Ongoing 2023

SERVICES
- Schematic Design
- Public Outreach

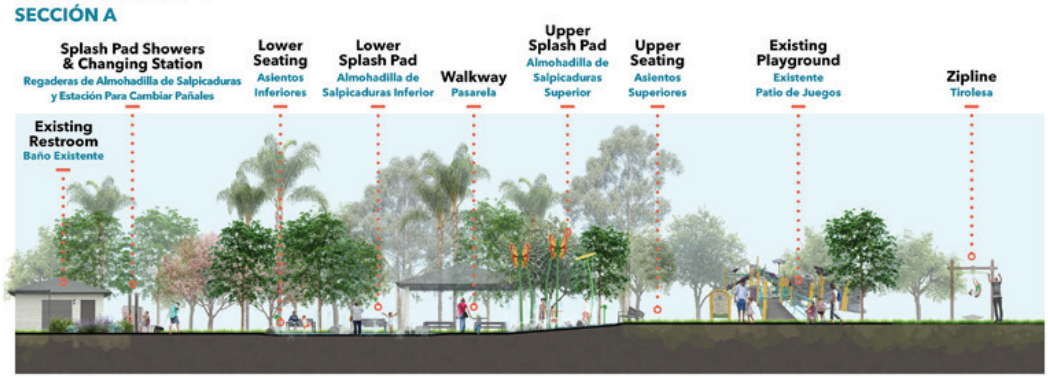
TOTAL PROJECT FEE
- $498,225

KTUA FEE
- $259,095

KTUA KEY PERSONNEL
- Jacob Leon
- Josef Gutierrez



SECTION A
SECCIÓN A



SECTION B
SECCIÓN B

City of Chula Vista Eucalyptus Park

Eucalyptus Park has a rich history and has long been prized by the community as one of the City of Chula Vista's oldest and largest parks. The existing Eucalyptus trees in the park are an over-wintering site for Monarch butterflies, offering valuable habitat, shade and creating green space in the park. The City was awarded $5 million in grant funding for the construction of improvements to the Park which include: repair and renovation of existing park elements and infrastructure; new park amenities including a splash pad, bike playground, skate plaza, pickleball courts, playground equipment, and a multi-purpose artificial turf field.

A perimeter trail and fitness equipment will also be added to connect to new and existing park features and accessibility improvements will be made to provide better access to Menzel Field from the main park area. To unify the disparate project components, a design theme will be implemented throughout the park, bringing a rhythm and cohesiveness to the park design.

Care will be taken to avoid disturbing the existing monarch butterfly habitat with new improvements, and proposed planting will include native and adapted drought-tolerant species that increase habitat areas within the park limits.

As the prime consultant KTUA designed materials, conducted surveys, and led several community workshops to gather input and feedback on the development of the conceptual park master plan. A final park master plan and construction drawings will be prepared by KTUA to guide the construction of the park, which is planned for completion in March of 2025.

EUCALYPTUS PARK

CLIENT
- City of Chula Vista
- Patricia Ferman
- 619-409-3890
- pferman@chulavistaca.gov

STATUS
- Ongoing 2023

CONSTRUCTION
- Completed by 2025

SERVICES
- Landscape Architecture
- Park Master Plan
- Community Engagement
- 3D Renderings

PROJECT FEE
- $516,433

KTUA FEE
- $158,865

KTUA KEY PERSONNEL
- Chris Langdon, Stephen Nunez, Gwen Stark, Bernard Everling, Cheri Blatner-Pifer



City of Oceanside Buccaneer Park Improvements

During the City of Oceanside's Park and Recreation Master Plan update (prepared by KTUA), residents requested that the City take a comprehensive look at Buccaneer Park to update the amenities to make better use of the park and to improve access, safety, and security. Connections to several planned projects were also requested by the community, including the Coastal Rail Trail extension, Loma Alta Creek restoration, and the decommissioning of the La Salina Wastewater Treatment Plant.

KTUA's scope of work includes public outreach to gather input on concept alternatives, and a thorough assessment of existing park amenities culminating in the preparation of a formal Project Study Report, production of PS&E documents for the park restrooms, lighting and other improvements associated with the restroom, and construction administration oversight during implementation of the restroom design.

Oceanside residents are very passionate about their parks and public engagement was critical for the project's success. KTUA conducted four public workshops and three online surveys. KTUA engaged with approximately 170 members of the community at the project workshops. In addition to the workshop responses, over 330 people responded to the online surveys, which included both traditional surveys as well as an online mapping exercises. The workshops and the survey focused on what the community saw as existing challenges with the current conditions of the park and allowed them the opportunity to envision how the park should be developed. Based on this feedback, KTUA then developed two different concepts that were presented to the community in a third community workshop which was then refined into the preferred plan. KTUA is currently working with the city to identify which parts of the park improvements should be implemented to align with the city's approved budget and the community's priorities. Once determined, the plans will be submitted for approval to the California Coastal Commission and move into construction drawings.

CLIENT
- City of Oceanside
- Jonathan Smith, Consultant Project Manager
- 760-435-3518
  Cell: 858-472-2212
- JGSmith@oceansideca.org

STATUS
- Ongoing 2023

SERVICES
- Landscape Architecture
- Irrigation Design
- Project Website Development
- Community Engagement

TOTAL PROJECT FEE
- $432,355

KTUA PROJECT FEE
- $125,000

KTUA KEY PERSONNEL
- Brooke Whalen, Stephen Nunez, Jacob Leon, Gwen Stark, Bernard Everling

Buccaneer Park Re-Visioning (ArcGIS)
https://tinyurl.com/bdf7wrkj



City of Palmdale Sam Yellen Park

Palmdale's Sam Yellen Park consists of a total of 24 acres. KTUA worked with city staff and prepared a public outreach plan and branding for Phase 2, including online engagement strategies with clear, concise, accessible, and visually-rich engagement materials. A site analysis plan was prepared which included an inventory of both the existing Phase 1 park site and the expanded site. Characteristics of the various site conditions along with park opportunities and constraints were noted. KTUA conducted interactive workshops that allowed the community to prioritize program elements they wanted to see in the park and then actually design their park in groups of 5-10 people. Based on feedback from the community and their designs, a final conceptual landscape plan was completed and submitted by city staff for consideration to receive a Proposition 68 grant.

While the park did not receive grant funding, the City proceeded with the construction for the 12 acres of Phase 2. During the development of the construction documents, the team worked closely with the City to adjust the plans due to the constraints of the budget. The design team remained flexible with their design as the City explored options to bring in a vendor to construct and operate the futsal courts in an effort to help offset the construction costs. This required modifying the design to be able to phase the project while also increasing the quantity of smaller courts to make it economically viable for the vendor. Ultimately, the vendor backed out and the design team adjusted the plans again to accommodate the needs of the City. In addition to budget challenges, the design team was tasked with seamlessly integrating Phase 2 into Phase 1, which required additional lighting, planting, and irrigation modifications to the Phase 1 project.

The project is currently in the final stages of design and includes a multi-purpose field, futsal courts with sports lighting, an expanded children's play area, a community building with restrooms and entry plaza, a prefabricated restroom, a large gathering plaza for events, enhanced planting with irrigation, picnic areas with shade shelters, a large retention basin, a large lawn area for free-play, and a walking path along the park perimeter with exercise stations along the way.

CLIENT

- City of Palmdale
- Lynn Glidden, Deputy Director of Public Works
- 661-267-5315
- lglidden@cityofpalmdale.org

STATUS

- Completed 2022

SERVICES

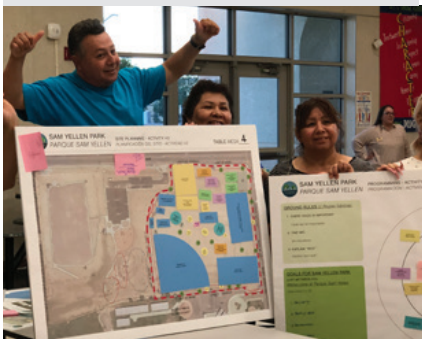
- Site Analysis Plan
- Final Landscape Plan
- Community Engagement
- Construction Documents

PROJECT FEE

- KTUA Fee $220,117; Total Fee $552,641

KTUA KEY PERSONNEL

- Brooke Whalen
- Josef Gutierrez



PROJECT	Bellflower Parks Master Plan
AGENCY	City of Bellflower
CONTACT NAME	PJ Mellana, Director of Parks and Recreation
EMAIL	pmellana@bellflower.org
PHONE	562-804-1442, Ext. 2265
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Joe Punsalan, Jacob Leon, Nicole Rogge, Kolbe Stets, Mariella Delfino

PROJECT	Menifee Parks Master Plan
AGENCY	City of Menifee
CONTACT NAME	Mariana Mitchell, Community Services Manager
EMAIL	mmitchell@cityofmenifee.us
PHONE	951-723-3882
DATES OF SERVICE	Completed 2023
KTUA KEY STAFF	Joe Punsalan, Alex Samarin, Jacob Leon, Nicole Rogge, Mariella Delfino

PROJECT	Pepper Park Master Plan - Schematic Phase
AGENCY	Port of San Diego
CONTACT NAME	Anna Buzaitis, Program Manager
EMAIL	abuzaiti@portofsandiego.org
PHONE	619-458-5519
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Jacob Leon, Josef Gutierrez

PROJECT	City of Moreno Valley Parks, Community Services, and Trails Master Plan
AGENCY	City of Moreno Valley
CONTACT NAME	Jeremy Bubnick, Parks & Community Services Director
EMAIL	jeremyb@moval.org
PHONE	951-413-3709
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Joe Punsalan, Jacob Leon, Nicole Rogge, Alex Samarin, Mariella Delfino

PROJECT	Moorpark Parks Master Plan
AGENCY	City of Moorpark
CONTACT NAME	Christopher Ball, Sr. Management Analyst
EMAIL	cball@moorparkca.gov
PHONE	805-517-6217
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Jacob Leon, Alex Samarin, Marina Varano

EVARI
GIS Consulting

Evari GIS Consulting Incorporated (Evari) was founded in 2009 with the purpose of providing high-quality GIS data collection, analysis, and visualization services for a variety of public and private clients. Evari is a state-certified small business (SBE) based in San Diego, CA, with a total of 20 GIS professionals on staff.

Evari has collected GIS-based data for over 2.5M assets throughout the United States, including recent efforts to catalog, analyze, and support the conversion to LED for 30,000 lights in the City of Riverside, the assessment of over 65,000 streetlights in San Diego to support 5G efforts, and was a subconsultant to KTUA to assess over 300 miles of sidewalk and intersection infrastructure for the City of El Monte.

Evari strives to understand the overarching goals of regulatory projects and to produce clear and accurate figures and tables. Evari leverages the Esri Technology Stack (ArcGIS) and the Amazon Web Services Cloud Computing platform for a broad range of municipal GIS applications including planning, biology, traffic, noise, street lighting, storm water, infrastructure, utilities, AEC and asset management projects.

TECHNICAL PROFICIENCIES:

- GIS Data Creation, reconciliation and systems management
- Diversified and comprehensive support for regulatory and planning efforts, including utilities and transportation planning
- Deploying field technicians to collect accurate field data in an efficient manner
- Clear communication with clients and municipalities in order to arrive at comprehensive and meaningful analysis

CITY OF EL MONTE SIDEWALK INVENTORY PROJECT

Evari was a subconsultant to KTUA on this project designed to inventory over 300 lineal miles of sidewalk infrastructure in El Monte. The project involved a detailed GIS data collection effort identifying barriers to pedestrian travel, including spalled and displaced sidewalk, missing sidewalk links, and other datasets. The project also collected curb ramp inventory data at high-priority locations.

The field team was supported by several front-ends, including custom data collection application using ESRI Collector Platform, browser-based webmaps, project dashboards, and automated nightly reporting functionality. The file geodatabase dataset will be used by the City to identify sidewalk infill priority projects in a comprehensive and defensible manner.



CITY OF SANTA ANA, CA CITY OF SANTA ANA STREET LIGHT INVENTORY AND STREET LIGHTING MASTER PLAN

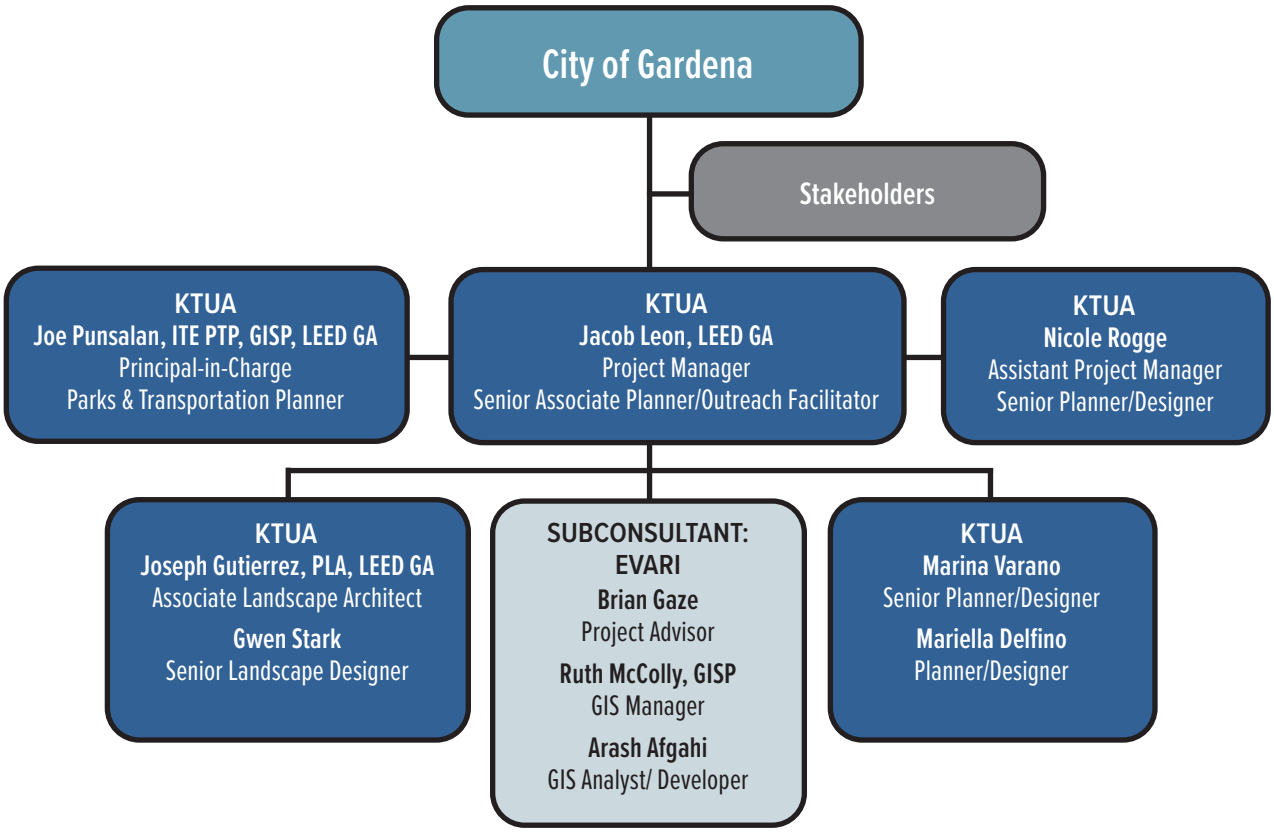
Evari completed a GIS-based streetlight inventory to verify existing city data, and where appropriate, append and update attribute location for the ~16,000 fixtures found in the city.

Following an initial deep learning AI screening of existing location information, Evari deployed a field team to collect information to supplement the city's existing GIS inventory.

In support of the inventory, WebGIS-based project tracking dashboards were developed for the city and other stakeholders, including the ability to identify and elevate immediate maintenance needs via an automated reporting system.

To support analysis around determining underlit areas and subsequent community engagement efforts, Evari is developing a 3D GIS-based digital twin of the roadway lighting environment, complete with supporting information for decision-making including: collision history, pedestrian crosswalk locations, bicycle facility information, roadway data, school walkshed areas, and environmentally sensitive habitats.

The resulting dataset will be incorporated into project GIS web applications, both internal and public-facing, and will not only quickly identify underlit areas citywide, but will illustrate locations where additional placement or fixture refinement (shielding, dimming, etc.) may be necessary to maximize energy savings, increase/decrease lighting to appropriate levels, or otherwise optimize fixture selection.



STAFFING COMMITMENT: Key KTUA personnel are available for the duration of the project. Key staff will not be removed or replaced without the prior consent of the City of Gardena.

KTUA STAFFING PLAN

KTUA utilizes the Resource Planning module of Deltek VantagePoint for weekly staff scheduling, allowing us to accurately schedule staff resources with the appropriate experience to meet project deadlines. Staffing responsibilities include:

1. The assigned project manager is involved in the review of the scope, the preparation of the fee and the contract negotiation.
2. The project manager works with the client to develop and validate the overall goals and objectives of the project, as well as identify project issues, requirements, budgets, milestones, deadlines, and design parameters.
3. A project schedule is developed by the project manager indicating all submittals and review periods. The QC manager reviews the schedule to assure that adequate time has been allocated for implementation of the quality control process, including review and coordination of consultant work, and corrections and revisions identified in the QC process.
4. The KTUA policy is to assign a team of experienced professionals that stay with the project from concept through completion, ensuring seamless integration from one phase to the next.



Joe Punsalan | Principal | Senior Parks and Transportation Planner

Joe Punsalan oversees KTUA's parks and active transportation planning practice for clients throughout California. He's been actively engaged in citywide park master plan projects and large-scale active transportation planning projects such as complete street plans and corridor studies, active transportation plans, vision zero, and first/last mile connectivity. He is responsible for scope development, data analysis, public engagement and facilitation of workshops, focus group and stakeholder meetings, report writing, grant writing and reporting, and staff and consultant team management. He has a background in GIS for mapping, research and analysis, and uses a simplified approach to displaying complex methodologies.

EDUCATION

- B.A., Geography, California State University, Sacramento

REGISTRATIONS

- ITE Professional Transportation Planner
- LEED Green Associate
- 2006 GISP, GIS Certification Institute #53646
- League of American Bicyclists League Certified Instructor #2005

AFFILIATIONS

- Association of Pedestrian and Bicycle Professionals, Student Outreach Chair, San Diego Chapter
- Rails to Trails Enhanced Bicycle Facilities Document Peer Review
- Mira Mesa Planning Group: Transportation Subcommittee Chair

AWARDS

- 2022 APA San Diego Award of Merit, Transportation Planning, Imperial County Transportation Commission Regional Active Transportation Plan
- 2020 ASLA San Diego Award of Merit; 2019 APA California, Comprehensive Plan Small Jurisdiction; 2019 APA Inland Empire Comprehensive Plan Small Jurisdiction, Award of Excellence, San Jacinto Trails Master Plan
- 2020 Circulate San Diego Healthy Community Award; APA San Diego Transportation Planning Award of Merit; City of National City INTRA-Connect Plan

CITY OF BELLFLOWER PARKS MASTER PLAN

Principal-in-Charge of the ongoing Bellflower Parks Master Plan. Will be responsible for overseeing the analysis and community engagement tasks as well as subconsultant and contract management. A key role will be engaging the community on park facility and programming to incorporate into the planning and recommendations process.

CITY OF MENIFEE PARKS MASTER PLAN

As Principal for the Menifee Parks Master Plan was involved in the park facility and programmatic recommendations for the final phases of the plan. A major task was the development of the trails component which included integrating active transportation and open space connections. Mapping, research and document development were additional tasks completed for project adoption.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Principal-in-Charge overseeing project tasks, client interaction, meeting facilitation, scope adjustments and budgeting. Day-to-day responsibilities include subconsultant coordination, project schedule, developing community engagement strategies, data collection and analysis for over 30 parks. As the project progresses, he will assist with trail alignment development, strategies, recommendations, and final plan development. His experience completing the City's Bicycle Master Plan and Dracaea Avenue Neighborhood Greenway project will be applied to the development of non-motorized access to parks and recreation facilities.

CITY OF PICO RIVERA URBAN GREENING PLAN

Project manager responsible for coordinating outreach events, subconsultant tasks and bikeway and pedestrian project development oversight. In charge of meeting and workshop material preparation, presentations, and stakeholder interviews. Responsible for keeping the project moving to meet the tight grant deadline requirement. Responsible for the design and feasibility analysis of pilot projects that integrate the active transportation network with groundwater infiltration and urban forestry.

CITY OF EL MONTE SIDEWALK INVENTORY AND REPAIR PROGRAM – WITH EVARI

Principal planner in charge of overseeing a citywide inventory and assessment of 300 lineal miles of the City's sidewalks, resulting in a web-based GIS application database of the city's sidewalk network. When completed, a final file geodatabase and inventory guidance for future collection will be used by the City to identify sidewalk infill priority projects.

ADDITIONAL EXPERIENCE

- City of Placentia Open Spaces and Urban Greening Plan
- City of Desert Hot Springs Parks Master Plan
- City of San Jacinto Trails Master Plan
- Cities of Bellflower and Paramount Active Transportation Plan



Jacob Leon | Project Manager | Senior Associate Planner | Outreach Facilitator

Jacob Leon's project responsibilities entail project management, network and facility design, public outreach coordination and facilitation, technical drafting, and 3D modeling. He is an integral member of KTUA's planning and design team, raising public awareness of the benefits of thoughtful urban and landscape design, safe pedestrian and bicycle accessibility, and green infrastructure. His background in 3D modeling and graphic design allows him to produce effective digital and printed media to help communicate design concepts. His experience in mobility planning projects include active transportation plans and complete streets plans. His experience in landscape architecture includes feasibility studies, site analysis, and park design. His passion for the outdoors inspires him to advocate for holistic urban design.

EDUCATION

- Bachelor of Landscape Architecture, Cal Poly, San Luis Obispo

REGISTRATIONS

- 2014, LEED Green Associate

AFFILIATIONS

- American Society of Landscape Architects
- Association of Pedestrian and Bicycle Professionals

SPECIAL SKILLS

- Spanish Fluency

AWARDS

- 2022 APA Inland Empire Award of 2022 APA San Diego Award of Merit, Transportation Planning, Imperial County Transportation Commission Regional Active Transportation Plan
- 2022 APA Inland Empire Award of Merit, Transportation Planning, Ontario Recreation and Parks Master Plan
- 2022 APA Los Angeles Award of Merit, Comprehensive Plan - Small Jurisdiction, City of Montebello Parks Master Plan
- 2020 APA Inland Empire, Comprehensive Plan- Large Jurisdiction, Prado Regional Park Master Plan
- 2020 ASLA San Diego Award of Merit; 2019 APA California, Comprehensive Plan Small Jurisdiction; 2019 APA Inland Empire Comprehensive Plan Small Jurisdiction, Award of Excellence, San Jacinto Trails Master Plan

CITY OF BELLFLOWER PARK MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, community engagement, monitoring data collection and analyses, developing project recommendations, and delivering an implementable master plan. The Plan's major focus on community engagement allows Jacob to implement a wide variety of strategies to successfully engage the city's evolving demographics. Also responsible for managing subconsultants.

CITY OF WHITTIER PARKS MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, overseeing all community engagement, assisting with data collection and analyses, developing project recommendations, and designing a comprehensive document that summarizes all efforts. Jacob's Spanish-speaking proficiency allows him to interact with the City's Hispanic/Latino population to ensure thorough community engagement. Also responsible for managing all subconsultants.

CITY OF MOORPARK PARK MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, subconsultant management, community and stakeholder engagement, maintaining a successful project schedule, monitoring data collection and analysis for city-owned parks, developing project recommendations, and delivering a user-friendly and implementable master plan. The plan's major focus on community engagement allows Jacob to explore and implement a wide variety of strategies and tools to successfully engage the city's evolving demographics.

CITY OF ONTARIO PARKS MASTER PLAN

Project manager. Weekly tasks included communication between the client and project team members, managing a team of in-house GIS analysts and community outreach specialists, and maintaining project milestones on schedule. His extensive experience with community outreach helped the team and city navigate the COVID-19 pandemic by developing an alternative outreach strategy plan that included the use of online communication tools. Other responsibilities included assessing park and recreation facilities, determining suitable recommendations, and developing the final report for the master plan.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Project manager responsible for subconsultant management, client interaction, community and stakeholder engagement, maintaining a successful project schedule, monitoring data collection and analysis for over 30 city parks, developing project recommendations, and delivering a user-friendly and implementable master plan. Jacob's past experience with the City's Bicycle Master Plan and the Dracaea Avenue Neighborhood Greenway project provides valuable background information to successfully manage this master plan.

ADDITIONAL EXPERIENCE

- Port of San Diego Pepper Park Master Plan - Schematic Phase
- City of Montclair Parks Master Plan
- City of Placentia Open Spaces and Urban Greening Plan
- City of Oceanside Buccaneer Park Improvements



Nicole Rogge | Assistant Project Manager | Senior Planner

Nicole Rogge is a Senior Planner at KTUA and focuses on park and recreation planning, graphic communication design, and facilitates community outreach. She has a special interest and background in art and graphic design and uses these skills to facilitate more effective communication about complex planning concepts with audiences. As a part of KTUA's planning team, she is the assistant project manager on several parks and recreation master plans. As the assistant project manager, she facilitates community outreach, conducts fieldwork, develops recommendations, and writes and designs final plan reports. She has wide variety of skills including Adobe Creative Suite, AutoCAD, Sketch-up, and GIS.

EDUCATION

- Bachelors in Urban Planning, University of Cincinnati

CITY OF BELLFLOWER PARK MASTER PLAN

Assistant project manager/senior planner. Conducted fieldwork inventory of existing park amenities and facilities. Assisted in facilitating project outreach and community engagement, and the creation of project outreach materials like the project website, flyers, maps, and interactive outreach activities for community workshops, pop-up events, neighborhood meetings, and stakeholder meetings. Performed population, amenities, and geographic level of service analysis of existing and future conditions of the park system and summarized findings in the project report.

CITY OF MENIFEE PARKS MASTER PLAN

Planner, assisted with project support. Assisted in the creation and management of GIS data to facilitate analysis and provided document and map development support. Assisted the project team in community outreach facilitation. The Menifee Parks Master Plan scope included population analysis, a summary of recreational assets and amenities, and other site conditions that affected the development of the master plan. The Analysis included population-based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups. The Master Plan identified necessary changes in programs, parks or amenities, and the potential for new parks or new amenities within existing parks.

CITY OF MONTCLAIR PARKS MASTER PLAN

Planner, assisted with project support. Assisted in the development of outreach materials as well as participated in community outreach events. Assisted in the creation and management of GIS data to facilitate analysis and provide document and map development support. The PMP included an inventory of recreational assets and amenities. The analysis included population-based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Assistant project manager/planner responsible for data acquisition and management of existing parks and park facilities and amenities. Also assisted at community outreach events and stakeholder meetings. Created community survey questions to gather community feedback on existing parks and facilities and the future wants and desires of residents. Developed project branding to be used throughout community outreach and final report.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES AND TRAILS MASTER PLAN

Assistant project manager/planner. Assisted in conducting fieldwork inventory of existing park facilities and amenities to understand existing and future conditions of the City's park amenities. Also conducted a geographic, amenity, and park acreage level of service analysis to analyze how the existing park system is serving the residents. Created project branding to establish project identity to be used throughout the community engagement process and final report. Also assisted in conducting community engagement through workshop events and stakeholder meetings



Josef Gutierrez | Associate Landscape Architect

Josef Gutierrez is passionate about creating meaningful outdoor spaces for people. Over the last nine years in the landscape architecture field, Josef has experience working on a variety of project types, including public parks, early education campuses, hospital environments, and housing. He particularly enjoys the collaborative process of design, from working with the client and the design disciplines, doing community outreach, to problem solving in the field with the construction team. Ultimately, Josef brings creative ideas and effective design communication to each project in order to create places that people enjoy.

EDUCATION

- M. Landscape Architecture, Kansas State University

REGISTRATIONS

- 2014 LEED Green Associate
- CA PLA 6513, exp. 4/2023

AFFILIATIONS

- American Society of Landscape Architects

AWARDS

- 2023 AIA San Diego, Architecture Honor Award, Mira Mesa High School Whole Site Modernization and Music Building
- 2022 APWA San Diego Honor Award, Parks, North Park Mini-Park
- 2021 APWA (Structures $6-$25M)
  Honor Award, San Diego City College Early Education Center

PORT OF SAN DIEGO PEPPER PARK MASTER PLAN - SCHEMATIC DESIGN PHASE

Landscape architect, assisted with the schematic design for the park. Project involvement included working with the design team to develop the site design of the park as well as the schematic design deliverable. Design deliverables work include the hardscape, furnishings, and planting plans plus formatting. Creative care was also made towards maintaining community and city requested park programming while keeping within budget.

CITY OF PALMDALE SAM YELLEN PARK

Project manager/senior designer. Facilitated two workshops with the City of Palmdale to develop a master plan design for the park. Landscape Master Plan, CUP and Construction Documents for development of Park. Park elements include: multi-use lawn area, community center, parking lot, futsal courts, trails, fitness stations, picnic areas.

CITY OF LA MESA MACARTHUR PARK MASTER PLAN

Senior designer. The MacArthur Park Master Plan was developed to guide the City of La Mesa as it implements a new vision for the park. Assisted with developing landscape site design concepts, public workshops, and final documents.

CITY OF SAN DIEGO TAFT JOINT USE PARK

Project manager/senior designer for the City of San Diego joint use park at Taft Middle School. The project develops 4.75 acres of the school's existing multi-use field to be accessible to both the school and community. Project responsibilities include: day-to-day coordination with client/subconsultants, project submittal to DSA (Division of the State Architect), preparing and developing site concept, and preparation of construction documents.

CITY OF CHULA VISTA OTAY RANCH GROVE PARK

Project manager/senior designer currently working with the City of Chula Vista and Baldwin & Sons on the preparation of a new 7.2-acre park site in Otay Ranch Village 2. Responsibilities include facilitating community workshops, developing/refining a conceptual plan and preparing construction documents. The park amenities include a multipurpose field, two basketball courts, two lighted tennis courts, a restroom/maintenance building, shaded picnic seating areas, open lawn areas, site furnishings and shaded play structures for children of different ages and abilities. Project scope also included project theming, cost estimating, bid support and support throughout construction.

CITY OF SAN DIEGO OLIVE STREET PARK

Project manager/senior designer for the preparation of a General Development Plan for Olive Street Park, a 0.6-acre pocket park in the Bankers Hill community of San Diego. Helped conduct workshops with city staff, community stakeholders and the mayor's office to develop the park amenities and design concepts. Park elements include: a small turf area, children's play area, seating, walkways, adult exercise equipment, low stone walls, entry trellis, passive park amenities, drought tolerant landscaping, and an overlook into the neighboring Maple Canyon. With few nearby park options, this quiet neighborhood park will provide neighbors with an outdoor green space within walking distance.



Gwen Stark | Senior Landscape Designer

Gwen Stark, senior landscape designer, recently joined KTUA. She is passionate about how the landscape can make positive impacts on communities and improve the environment for people and habitats. She is skilled in using Adobe Creative Suites, AutoCAD, ArcGIS, Rhino and Lumion as well as hand drawing and physical 3D modeling. She is a recent graduate and holds a B.S. in Landscape Architecture, with an Inequality Studies minor, from Cornell University. Through her past internships and college career, Gwen brings a lot of experience working with the general public. She will be a valuable asset when our team is asked to participate in community outreach events to help facilitate conversations and generate design ideas to enhance communities.

EDUCATION

- B.S. Landscape Architecture, Inequality Studies Minor, Cornell University, 2020

CITY OF CHULA VISTA EUCALYPTUS PARK

Senior designer supported the design development and construction document preparation for the park improvements. Designed the project logo and developed the master plan and illustrative sections. Brought a keen eye for detail to the team and ensures that design documents are prepared with a very high degree of accuracy and clarity.

CITY OF OCEANSIDE BUCCANEER PARK

Landscape designer, assisted with preparing graphic boards and Schematic Design documents. The schematic design included a circulation, lighting, and planting layouts.

PORT OF SAN DIEGO CHULA VISTA BAYFRONT SWEETWATER PARK

Design and production support role. Responsibilities included design and layout of interpretive graphic signs; planting design and layout; and hardscape construction and furnishing plan production.

PHELAN COMMUNITY PARK

Landscape designer assisted with Public Outreach Meeting for Phelan Schematic Design, preparing graphic boards and collect meeting comments and survey data.

GROSSMONT COMMUNITY COLLEGE MASTER PLAN UPDATE

Landscape designer providing design and production support. KTUA project scope included recommendations for new campus-wide circulation, access, and open space improvements including new campus gateways, vehicular/pedestrian circulation, quads/plazas, and outdoor classrooms.

COUNTY OF SAN DIEGO EAST CRISIS STABILIZATION UNIT

Landscape designer assisted with preparation of Preliminary Design for site landscape improvements including hardscape paving and furnishings, landscape planting.

SWEETWATER UNION HIGH SCHOOL DISTRICT MAR VISTA HIGH SCHOOL AQUATICS

Landscape designer. Designed the logo that was sand-blasted into the concrete at the entry of the new aquatic center. Based on the school's logo, the concrete design was created to show up clearly as students walk into the new facility to promote school spirit.



Marina Varano | Senior Planner/Designer

Marina Varano recently completed her Master's in City and Regional Planning from Cal Poly, San Luis Obispo and holds a B.S. in Environmental Studies from the University of California, Santa Barbara. While in graduate school, Marina worked for the City of San Luis Obispo's Office of Sustainability & Natural Resources, where she contributed to climate action planning and implementation, as well as open space conservation planning projects. Prior to attending graduate school, Marina spent six years working in the environmental non-profit sector for local organizations like I Love a Clean San Diego and the San Diego River Park Foundation. Her work in the non-profit sector focused on community engagement, environmental education, event planning, volunteer coordination, and project management for a range of local environmental issues and opportunities.

EDUCATION

- Master of City & Regional Planning, Cal Poly, San Luis Obispo (2023)
- B.S. in Environmental Studies with a minor in Earth Science, University of California, Santa Barbara (2016)

AFFILIATIONS

- American Planning Association

CITY OF BELLFLOWER PARKS MASTER PLAN

Senior Planner. Key responsibilities include data acquisition and management of existing parks and park facilities and amenities; analysis of parks and recreation facilities to determine needs, areas of improvement, and to develop recommendations; and community engagement to collect feedback on the project.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Senior Planner. Key responsibilities include conducting background research, policy review, and demographic analysis for the City of Desert Hot Springs to document community characteristics and standing City policies. Assisting with the synthesis of existing conditions analysis and community input to develop goals and recommendations for Desert Hot Springs.

CITY OF MORENO VALLEY PARKS MASTER PLAN

Senior Planner. Key responsibilities include conducting community outreach, developing plan goals, and assisting with final document writing, editing, and graphic design.

CITY OF MOORPARK PARKS MASTER PLAN

Senior Planner. Key responsibilities include data acquisition and management of existing parks and park facilities and amenities; analysis of parks and recreation facilities to determine needs, areas of improvement, and to develop recommendations; and community engagement to collect feedback on the project.

ISLA VISTA COMMUNITY MOBILITY PLAN

Senior Planner. Assisted with technical writing and document editing to support the development of the final Isla Vista Community Mobility Plan.

CITY OF ARROYO GRANDE ACTIVE TRANSPORTATION PLAN

Senior Planner. Conducted background research, policy review, and demographic analysis for the City of Arroyo Grande to document community characteristics and standing City policies.



Mariella Delfino

Mariella Delfino recently joined KTUA as a Planner/Designer. Her passion for Landscape Architecture derives from her upbringing. Growing up in a tricultural background allows her to see the world of design, environment, and social issues through different lenses. She is committed to using Landscape Architecture as a tool to fundamentally address change with social and environmental issues for different communities and cultures. She recently graduated from California Polytechnic State University - San Luis Obispo, earning her Bachelor's Degree in Landscape Architecture.

EDUCATION

- B. Landscape Architecture, California Polytechnic State University - San Luis Obispo

CITY OF MENIFEE PARKS MASTER PLAN

Project planner providing support for the parks master plan. Developed workshop graphics and assisted at community engagement activities.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Designer/planner. Key responsibilities included assisting with graphic design and support on the Community Services and Trails Master Plan document. Participated in initial collaboration with the whole team for gathering park data and analysis between 30 parks. Participated in community outreach events to collect community feedback on the project.

PORT OF SAN DIEGO PEPPER PARK MASTER PLAN

Project planner providing support for the expansion of Pepper Park from 2 acres to nearly 3.2 acres. Pepper Park is located on the San Diego Bay in National City and is part of the greater plan from the city to provide beach front park space.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Designer/planner. Key responsibilities included assisting with graphic design and support on the Park Master Plan document. Participated in initial collaboration with the whole team for gathering park data and analysis on all the parks. Participated in community outreach events to collect community feedback on the project.

CITY OF MENIFEE COMPLETE STREETS PLAN

Planner/designer. Responsible for the project's graphic branding which included the development of a project logo and community outreach materials. Assisted with outreach materials and Spanish translation.

CALTRANS NATIONAL CITY CLEAN PROGRAM - EASTSIDE, NATIONAL CITY, CA

Project planner providing support for the Caltrans Clean Program. Assisting team in the facilitation of public input and the development of 30% schematic plans for the proposed multi-purpose path and community plaza.



BRIAN GAZE, AICP
Project Advisor

EDUCATION
Master of City Planning, San Diego State University (2007)
B.A. Communication, UC San Diego (1999)

LICENSES/REGISTRATIONS
American Institute of Certified Planners

YEARS OF EXPERIENCE
16

Brian Gaze, AICP has over sixteen years of experience in the environmental, land use and transportation planning field, with an emphasis on using GIS to support planning in disadvantaged communities. His areas of expertise include public-facing WebGIS websites and dashboards, disadvantaged communities mapping, grant-writing for master planning efforts, and communicating the spatial relationships between complex disparate datasets.

Since joining the firm as Evari's Director in 2019, he has grown the firm's planning portfolio to include several ArcGIS Hub and Experience Builder websites for a mix of municipal, utility, corporate, and nonprofit clients, including equity analyses in support of RHNA housing and transportation policy changes, and web-based Vision Zero dashboards designed to inform diverse, non-technical stakeholders of the relationship between transportation networks and the communities they serve.

A graduate of both UC San Diego and San Diego State, he has managed Evari's recent projects for both the San Diego Housing Commission and San Diego County Foodbank, and maintains Evari's long-standing partnership with Pacific Gas and Electric (PG&E).

RELEVANT EXPERIENCE

CITY OF EL MONTE VISION ZERO ACTION PLAN SIDEWALK INVENTORY AND REPAIR PROGRAM - PROJECT DIRECTOR (2019 - PRESENT)
Evari surveyed 300 miles of sidewalk in the City of El Monte, CA. to facilitate the implementation of the City of El Monte's Vision Zero Action Plan (VZAP), which addresses multiple public-facing infrastructure challenges to reduce traffic accidents involving pedestrians and cyclists. Following the initial sidewalk survey, Evari was contracted to continue providing GIS services for the City of El Monte, analyzing collision data, identifying related public safety hazards and developing an approach for implementing appropriate countermeasures. Through the creation of collision heat maps, project dashboards and online web maps, Evari provided conceptual GIS visualizations illustrating "hot spot" locations for proposed safety programs. In addition, Evari's custom dashboards provided project stakeholders with a comprehensive summary of data collected throughout the development of the Vision Zero Action Plan, enabling their ability to communicate high-level project information. Evari provided recommendations based upon research for similar projects and programs across the country, as well as an analysis of effective measures already implemented, through a cost-benefit assessment.

LED STREETLIGHT UPGRADE PROGRAM, PACIFIC GAS & ELECTRIC (PG&E), CALIFORNIA, PROJECT DIRECTOR (2019 - PRESENT)
Brian serves as the Project Director on all streetlight inventories and LED Installation Projects across the PG&E service area. He has worked with PG&E staff to identify areas of need, coordinate with municipal governments to standardize data submission requirements, designed and implemented field audit and LED Installation system, trained installation contractors to use GIS app to update as-builts, and updated billing files with collected data.

CITY OF PHILADELPHIA STREETLIGHT INVENTORY, PHILADELPHIA, PA, PROJECT DIRECTOR, (2021-2023)
Brian served as the Project Director for this project, which involved inventorying over 130,000 fixtures citywide throughout the City of Philadelphia. In addition to the inventory effort, Brian led Evari's role in the community engagement aspect of the project, including a trial installation effort at 15 locations citywide, which solicited feedback from community members, developed priority locations for implementation based the City's Vision Zero High Injury Network, and identified communities of concern slated for additional "boosting" of light levels. Following a successful audit and design phases, the project is scheduled to begin construction in 2023.

SAN DIEGO HOUSING COMMISSION UTILITY VACANCY ANALYSIS (2020-20211)
Evari was the GIS analyst for this project that examined extensive billing histories, electric and gas utility usage, and property records to attempt to quantify the percentage and location of vacant units in the City of San Diego. The effort involved geolocating of several million utility records and developing a typical usage pattern for each service point, then conducting a regression analysis to identify extended periods of exceptionally low usage. The results were plotted on a WebGIS exhibit, along with detailed methodology documentation and summary reporting. Findings were then shared with the San Diego Housing Commission and local elected officials for policy recommendations.



EVARI GIS Consulting

RUTH MCCOLLY, GISP
GIS Manager

EDUCATION

- M.S.--Geographic Information Systems, Arizona State University
- B.S.--Anthropology, University of Idaho

LICENSES/REGISTRATIONS

- GISP--GIS Certification Institute (GISCI) (#64711)

YEARS OF EXPERIENCE

17

Ruth is our Director of Operations at Evari. She holds a Master's Degree in Geographic Information Systems from Arizona State University, and a Bachelor's Degree in Anthropology from the University of Idaho. Ruth brings with her 17 years of industry experience, specializing in GIS lifecycle planning and practical problem-solving. Ruth has assisted both private and public sector clients in implementing GIS solutions. Her projects ranged from CAD conversion and asset management implementation to full ArcGIS Enterprise implementations and custom built web mapping applications.

* Project was completed while at another firm

RELEVANT EXPERIENCE

CITY OF SANTA ANA, CA – STREETLIGHT MASTER PLAN, PROJECT DIRECTOR
As the ongoing Project Director for Santa Ana's streetlight inventory, Ruth's role involves overseeing project timelines, managing a team of field technicians, and ensuring the project enhances the city's GIS inventory. She directs the deployment of a field team, employing the ESRI Field Maps application for accurate data collection and streetlight photography. Additionally, Ruth supervises the development of web-based GIS tools and project monitoring. Evari, under her leadership, will deliver digital files in required formats, including GIS and Excel, and collaborate on integrating data into the city's systems. Ruth is also responsible for crafting the comprehensive Executive Summary document summarizing citywide streetlight information and thematic exhibits tailored to the city's needs.

CITY OF SHELTON, WA – FULL-LIFE-CYCLE GIS SUPPORT, GIS ANALYST
Ruth supported the City of Shelton, Washington, with a variety of GIS tasks and projects. Her responsibilities included conducting a GIS needs assessment for the City and developing a GIS plan for the next few years. Ruth identified that ArcGIS Online would meet their specific requirements around internal data sharing and access, as well as publishing data for the public. She successfully created an internal web application for the city that contained their utility assets. Additionally, Ms. McColly provided assistance in setting up web maps for use in Field Maps for their Public Works crew to conduct field data collection.*

CITY OF PULLMAN, WA – ENTERPRISE GIS IMPLEMENTATION AND PARCEL CREATION, GIS ANALYST
Building on a five-year Strategic Plan that FLO did for the city in 2015, Ruth managed the digital parcel creation for the city, converted their utility data from AutoCAD to GIS, created a city GIS cemetery mapping application, assisted in the implementation of ArcGIS Enterprise.*

NEWCASTLE, WA – FULL-LIFE-CYCLE GIS SUPPORT, GIS ANALYST
Ruth supported the City of Newcastle with a variety of GIS tasks including ArcGIS Enterprise implementation and support, Cartegraph support as it relates to their GIS data, setting up their Open Data Portal page, and quarterly GIS trainings/meetings held to review the current state of GIS projects/tasks at the city.*

LAKE WHATCOM STORMWATER UTILITY DISTRICT – STORMWATER FEE ROLL GENERATION, GIS ANALYST
Ruth supported the implementation of a Phase 2 improvement process, aimed at streamlining the generation of the Birch Bay Watershed and Aquatic Resources Management District stormwater fee roll. Ruth then employed the newly developed analytical methods and geospatial techniques to generate the 2019 fee roll. Ruth also developed the fee roll calculation process for the Lake Whatcom Stormwater Utility District. This process was then implemented for the 2020 fee roll.*

CITY OF MUKILTEO – 3D ROOF FORM EXTRACTION AND VISUALIZATION, GIS ANALYST
Ruth developed a workflow and successfully generated 3D building images with textures for the entire City of Mukilteo, creating a product that looked realistic and was GIS accurate.*



EVARI GIS Consulting

ARASH AFGHAHI

GIS Analyst/Developer

EDUCATION

- B.S.--Geography and Environmental Planning, Towson University (2019)

LICENSES/REGISTRATIONS

- FAA Remote Pilot License
- OSHA Hazardous Waste and Operations Certification

YEARS OF EXPERIENCE

3

Arash Afghahi has cultivated a wealth of valuable GIS experience, particularly in the realm of field data collection and management, with a focus on supporting critical areas such as stormwater management, water resource protection, and utility infrastructure. His proficiency in GIS led him to become an integral part of the Operations Team in 2022, where he has made significant contributions to various facets of the company's operations. Arash's role encompasses a wide range of responsibilities, including quality assurance and quality control (QA/QC) activities, the adept management and analysis of spatial data, and the effective oversight of project management tasks. Additionally, he has showcased his innovative mindset by actively seeking out new and improved approaches to enhance the efficiency and effectiveness of company processes, ultimately playing a pivotal role in advancing the organization's GIS capabilities and overall operational excellence.

RELEVANT EXPERIENCE

CITY OF EL MONTE, CA – SIDEWALK IMPROVEMENT WEB MAPPING, PROJECT MANAGER
Provided support in the development of a web-based GIS inspection tool to track the status of 25,000 sidewalk panel repairs with photo documentation. Arash provided on-site training to City staff to demonstrate the application's capabilities and functions. Arash continued to coordinate with city staff to ensure the inspection tool was tailored to meet client standards as best as possible.

CITY OF SANTA ANA, CA – STREETLIGHT MASTER PLAN, PROJECT MANAGER
Arash currently manages a 16,000+ streetlight inventory for Clanton & Associates in the ongoing Santa Ana City Streetlight Master Planning project. He leads a field team, designs training materials, and develops web apps for efficient data collection. Arash also supervises desktop technicians to ensure top-notch data quality. He creates web apps for city staff to track project progress and hazardous streetlights. Additionally, he is integral in developing a digital model of the city's streetlight system for informed decision-making.

CITY OF OSWEGO, NY – STREETLIGHT INVENTORY, PROJECT MANAGER
Managed the audit of over 3,000 streetlights in the city of Oswego, NY to be used for a city-wide LED conversion. Arash had to develop a reconciliation system to match source streetlight data without location data to each streetlight found in the field which allowed the client to effectively gather necessary information to execute an LED conversion. Arash also developed the system architecture, worked closely with the client to develop a project boundary and scope, and managed the QA/QC process using ArcGIS Desktop. Arash's comprehensive contributions underscored his commitment to delivering accurate and actionable insights for urban development projects.

CITY OF COALINGA, CA – STREETLIGHT INVENTORY, GIS ANALYST
Acted in a support role for the audit of 1,500+ streetlights in the cities of Coalinga, Huron, and Avenal. Assisted in the setup of the project system architecture, QA/QC workflow, and a lighting inventory web app. Arash was hands-on in the field collection using ESRI's Collector for ArcGIS app to audit streetlights in the City of Coalinga as well as management of other field technicians' day-to-day operations.

CITY OF BOSTON, MA – STREETLIGHT INVENTORY, GIS ANALYST
In his role as a GIS Analyst for the City of Boston's streetlight inventory project, Arash undertook crucial responsibilities to facilitate the city's transition to energy-efficient LED lighting on a city-wide scale. Managing the audit data for a substantial inventory of over 80,000 streetlights, Arash ensured the accuracy and reliability of the data, which formed the foundation of this ambitious project. Beyond data management, he also played a key role in project scope correction, ensuring that the initiative remained aligned with its defined goals and objectives. Moreover, Arash actively engaged with city staff, participating in meetings to review project scope and provide essential project updates.

CITY OF PHILADELPHIA, PA – STREETLIGHT AUDIT, GIS ANALYST
Arash, as a GIS Analyst at Ameresco for the Philadelphia, PA Smart Lighting Project, played a pivotal role in managing data for over 125,000 streetlights earmarked for a city-wide LED conversion. His responsibilities included overseeing project scope correction and conducting rigorous QA/QC analysis of data collected by a team of more than 20 field auditors. Arash's attention to detail and expertise ensured that the

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AGREEMENT BETWEEN
THE CITY OF GARDENA
AND
KTUA

This contract, hereinafter referred to as Agreement is entered into this 12th day of March, 2024, by and between THE CITY OF GARDENA ("City") and KTUA, a California ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. Recitals.

A. Whereas, City requires the services of a professional to provide PLANNING SERVICES FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY IN THE CITY OF GARDENA; and

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to provide these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement.

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

2. Services.

A. Consultant agrees to provide the professional services described in the City's Request for Proposals (RFP) and any associated addendum, attached hereto as **Exhibit "A"** and Consultant's Response to City's RFP ("Consultant's Proposal"), attached hereto as **Exhibit "B",** both incorporated herein by this reference ("Services")..

B. The Services shall be performed in accordance with the Project Schedule set forth in **Exhibit "B"**. Consultant shall not be liable for any failure or delay in furnishing proposed Services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional Services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional Services in writing ("Additional Services"). Such

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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 amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Consultant's Proposal. This Agreement shall include Consultant's proposal or bid which is incorporated herein as **Exhibit "B"**. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

5. 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 as set forth in **Exhibit "B".** City, in its sole discretion, may extend the time for performance of any Service.

6. Compensation. Compensation for the Services shall be billed as set forth in **Exhibit "B" ***, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges, unless otherwise. In no event shall compensation under this Agreement exceed **One Hundred Sixty-Five Thousand, Four Hundred and Twenty-Five and 00/00 ($165,425.00)** without the prior written authorization of the City Council.

7. Term of Agreement/Termination. This Agreement shall commence on the Effective Date and continue for a period of one (1) year, ending on March 12, 2025, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than ten days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement. If Consultant is terminating this Agreement for cause, it must provide the City with thirty (30) days written notice.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by

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Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the Services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

8. Agreement Administrator. For purposes of this Agreement, City designates Adrianna Renteria, Administrative Coordinator as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by Agreement Administrator Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Agreement Administrator. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Agreement Administrator 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- Term of Agreement/Termination. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues relating to this contract. City reserves the right to change this designation upon written notice to Consultant.

9. Invoices and Payments.

A. Payment 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.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. 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.

10. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years from the completion date of the Services under this agreement the following records:

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1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds;

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

11. Successors and Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

12. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

13. Key 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 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.

14. 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.

15. Use of Materials.

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A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

16. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Consultant pursuant to this Agreement.

17. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant 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 of this Agreement.

18. Confidentiality Clause. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously

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approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant’s action or inaction.

19. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the Services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers’ compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys’ fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant’s performance under this Agreement.

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C. Consultant covenants that there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

20. Conflict of Interest and Reporting.

A. 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.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

21. Guarantee and Warranty. Consultant warrants to City that the material, analysis, data, programs and Services to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re-perform any of said Services, which were not performed in accordance with these standards. Consultant shall perform the remedial Services at its sole expense.

22. Insurance.

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 coverage 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. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence

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coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy with coverage at least as broad as Insurance Services Office form CA 0001, 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 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.

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 Consultant 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 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.

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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 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 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 therefore, 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.

23. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property.

B. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant,

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its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

C. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

24. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

25. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing Services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

26. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena:
1700 West 162nd Street
Gardena, California 90247-3732
Attn: Adrianna Renteria
Title: Administrative Coordinator

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Email: arenteria@cityofgardena.org
Telephone: (310) 217-9514

To Consultant: KTUA
3916 Normal Street
San Diego, CA 92103
Attn: Joe Punsalan, Principal
Email: joe@ktua.com
Telephone: (619) 294-4477 x127

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

27. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

28. Jurisdiction and Venue. This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

29. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

30. Electronic Signatures. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic

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Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

31. Joint Drafting. Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

32. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

33. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

34. 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.

35. Section Headings. The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

36. Entire Agreement. This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement.

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37.

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

"City" **City of Gardena**	**"Consultant"** **KTUA**
By: _____ **Tasha Cerda, Mayor** **City of Gardena**	By: _____ **Joe Punsalan, Principal** **KTUA**
Date: _____	Date: _____

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney
Carmen Vasquez, City Attorney

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Attachment "A"

October 12, 2023

REQUEST FOR BIDS

for

BIDS TO PROVIDE PLANNING SERVICES FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY IN THE CITY OF GARDENA, CALIFORNIA

DELIVERY ADDRESS
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247
Attn: Adrianna Renteria
Recreation and Human Services
Administrative Coordinator

CONTACT INFORMATION FOR INQUIRIES
Contact via e-mail only, no telephone calls
Adrianna Renteria
Recreation and Human Services
Administrative Coordinator
arenteria@cityofgardena.org

REQUIRED NUMBER OF BIDS
Three (3) Hard copies

PROPOSAL DUE DATE
November 17, 2023

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REQUEST FOR BIDS
TO PROVIDE PLANNING SERVICES
FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY
IN THE CITY OF GARDENA, CALIFORNIA
September 18, 2023

To interested and qualified Consultants:

The City of Gardena is soliciting Proposals from qualified firm to **PROVIDE PLANNING SERVICES FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY.**

The scope includes the following:

- Conduct an inventory of vacant and underutilized lots and opportunity sites for potent new parkland throughout the City.
- Prepare and implement a community engagement plan to collect feedback on new park needs and design.
- Develop potential park conceptual plans to illustrate potential new park sites that reflect community needs.

Proposals should include the following components:

- Scope of work
- Deliverables
- Schedule
- Budget breakdown of Technical Assistance Program (TAP) allocation. For more information on TAP, visit the Regional Park and Open Space District (RPOSD) link at https://rposd.lacounty.gov/tap-resources
- Payment process (i.e. monthly payments with deliverables)

In order to be considered in the selection process, interested parties **shall be submitted via Planet Bids**. no later than **3:00 p.m., Friday, November 17, 2023**, to:

City of Gardena
1700 W. 162nd Street
Gardena, CA 90247
Attn: Adrianna Renteria
Recreation and Human Services
Administrative Coordinator

Sincerely,

_____
Adrianna Renteria
Recreation and Human Services, Administrative Coordinator
City of Gardena

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Attachment "B"



PLANNING SERVICES FOR THE VACANT AND UNDERUTILIZED LOT INVENTORY IN THE CITY OF GARDENA

PROPOSAL | CITY OF GARDENA | NOVEMBER 17, 2023

ktua
3916 Normal Street
San Diego, CA 92103
619-294-4477
www.ktua.com

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November 17, 2023

Adrianna Renteria
Recreation and Human Services
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

Dear Ms. Renteria and Members of the Selection Committee,

KTUA is excited to submit a proposal for this unique request. It blends many of the interests and experience our team has for GIS, park planning, park design and community engagement. As planners and designers, we take pride in the thoughtful and inclusive process of our park and recreation planning. We then build on that with the creative and environmentally conscious design of our parks.

Today, park planning and design must be more than ballfields and playgrounds. It must accommodate the changing needs of Gardena's residents and trends that influence those needs. Our park planning and design includes **creative and innovative solutions** for stormwater runoff; the identification of climate adaptations to address excessive heat, cold, or wind through urban forestry; the use of State policies such as the Quimby Act for procuring developer funds to enhance and augment park assets; and the use of Crime Prevention through Environmental Design (CPTED) principles to increase safety and security.

Our park planning techniques incorporate GIS driven solutions such as park level-of-service, park pressure modeling, demographic analysis and site assessment. While we do many of the GIS-specific analysis tasks in house, we will be bringing long time teaming partner Evari GIS to lead the vacant and underutilized lot inventory identification. They bring their innovative **GIS tools** to streamline the selection process since it will be critical to identify potential properties as efficiently as possible. Evari brings AI and tried and true GIS techniques that will help Gardena be the leaders for these types of TAP grants.

Our park planning and designs seek to balance many factors and are unique to each community, using methods to fine tune amenity distribution and design to respond to the community and the City's desires. Our community engagement and park planning experience encompasses **inclusive strategies** to close the gaps of equitable distribution, activities for all ages to participate, increase assets to meet the community's park amenity and locational needs, and re-invent recreational experiences that are translated into great personal experiences.

KTUA has been designing and planning park and recreation facilities for over 50 years with a staff of 32. Our experience in the Los Angeles region includes the preparation of ***Montebello's Parks Master Plan, Pico Rivera's Urban Greening Plan,*** and active transportation plans for Artesia, Bellflower, and Paramount. Currently we are working on the ***cities of Bellflower and Whittier's Parks Master Plan***.

I will serve as the principal in charge and Jacob Leon will serve as the project manager. Jacob is currently managing the Bellflower and Whittier's Parks Master Plan. He is bilingual and fluent in Spanish and specializes in identifying strategies and tools to get the most out of the engagement process. Nicole Rogge will be a key team member to analyze, oversee and assist with all major tasks on the project. Josef Gutierrez will lead the park design concepts and is working with Jacob on the National City Pepper Park design project.

Our staff has the capacity to complete the work outlined in this scope for the estimate completion timeframe of nine months. We look forward to the opportunity to discuss our approach and qualifications with you. KTU&A acknowledges addendum #2, dated October 24, 2023.

Respectfully submitted,

Joe Punsalan, Principal

KTUA AUTHORIZED REPRESENTATIVE
Joe Punsalan, Principal
3916 Normal Street, San Diego, CA 92103
619-294-4477 x127; Cell: 619-851-1870
joe@ktua.com

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TASK 1: PROJECT MANAGEMENT

1.1 Kickoff Meeting

A productive kick-off meeting is essential to the success of the Vacant and Underutilized Lot Inventory Plan as it sets the foundation for team expectations and deliverables. This meeting will be held virtually to facilitate attendance. The team will develop communication protocols and establish project management strategies to keep the project within budget and on schedule. KTUA will produce meeting agendas and meeting summaries.

1.2 Team meetings

Consistent communication between the City and team will ensure project milestones are met throughout the nine-month schedule. Eight (8) project management meetings will be held virtually via Zoom, GoToMeeting, or any other City preferred on-line tool. KTUA will produce meeting agendas and meeting summaries.

1.3 Invoicing & Progress Reports

Monthly invoicing and progress reports will be submitted to the City to ensure the project is on schedule and tasks are completed.

DELIVERABLES:

- Kickoff meeting agenda and meeting notes
- Team meeting agendas and meeting notes
- Monthly invoicing and progress reports

TASK 2: VACANT & UNDERUTILIZED LOT INVENTORY

2.1 Conduct an Inventory of Vacant and Underutilized Lots

KTUA teaming partner Evari GIS Consulting (Evari) will develop a methodology to assess the amount of vacant and underutilized lots in the City of Gardena. The methodology will begin with the estimated 15,000 total parcels in the City and will assess the amount of development on each parcel using a GIS-based deep learning model designed to identify building footprints on each parcel.

Following the initial AI assessment, a verification process will be conducted using Nearmap aerial imagery (as recent as September 2023) to calculate the total land area of each parcel, the area of any buildings on the parcel, and the ratio of developed area to total parcel land area. The results of this effort will be a list of candidate sites that will be used to develop a shortlist of locations under Task 2.2.

2.2 Property Assessment and Selection

Upon completion of Task 2.1 the following steps will be conducted to pare down the potential properties. The goals will be to focus on park and amenity poor areas, such as the northeast and southwestern neighborhoods of Gardena, as well as to use the results from the Parks Master Plan and its outreach efforts. With the number of lots undetermined until the completion of Task 2.1, KTUA recommends up to three (3) properties to be selected and prioritized to move into conceptual designs. Our team



Example output of Evari's deep learning model determining building footprints per parcel

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is flexible, but we recognize that developing conceptual plans for three park sites is a manageable number due to the constrained schedule.

1. KTUA and the City will review the candidate properties that can enhance recreation opportunities and move those into the conceptual design phase.
2. The KTUA team will inventory on-site and off-site characteristics of the three selected properties. This inventory and site analysis will include physical boundaries, easements; roads, bicycle, and pedestrian circulation; utilities; adjacent land uses (existing and planned); topography (if data is readily available), gradients, and drainage patterns; sun and wind orientations; distance to nearest park(s), and significant features such as sounds and smells, spatial patterns, and general impressions regarding the potential of each property and its surroundings. This analysis will represent each property's opportunities and constraints diagrammatically, including those man-made and those created by natural resources and forces. A boundary and topographical survey will not be conducted, as the property boundaries will be determined by parcel data provided by the City.
3. Coordination with the Parks Master Plan team will be conducted to identify the amenity and park deficiencies to help determine future park amenities and their location such as dog park, pocket parks, or fitness opportunities.

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City of Gardena park map with bubbles highlighting park poor areas

As part of this effort, Evari will develop a GIS-based field data collection tool using Esri's FieldMaps platform. The tool will be developed to allow the team to enter data on the locations selected for site visits, including site photos, amenities, text and audio notes, and other observations. The field information will be added to the information found in the existing project site database developed in this task (acreage, building presence, etc.) in real time, allowing for immediate analysis and evaluation by the project team under Task 2.3 and beyond.

2.3 Site Visits

The KTUA team will visit the candidate sites and conduct the assessment mentioned in Task 2.2. Visiting the various sites with the entire team will provide a comprehensive experience that will enhance the design phases and community engagement phases of this Plan.

DELIVERABLES:

- List and maps of the inventory summary
- Opportunities and constraints mapping and exhibits of the selected properties
- Summary of site visit notes

TASK 3: COMMUNITY ENGAGEMENT

3.1 Prepare Community Engagement Plan

KTUA will work with City staff, identified community partners, and the project team to develop a Community Engagement Plan (CEP) that is appropriate for Gardena. The plan will include elements such as objectives, outreach needs, desired outcomes, key stakeholders, target audiences, and underserved neighborhoods. It will include a description of each stakeholder meeting, outreach event, and other activities that will occur throughout the planning process. All final outreach products will be presented in English and Spanish.

3.2 Project Branding and Website Materials

KTUA will work with the City's communications staff to develop a branding effort related to the project. This will include a development of a logo and other appropriate branding for the project to make this project recognizable to the public and to also distinguish it from other City initiatives. Consistent branding will be included on all project material such as announcements, exhibits, online material, social media, and documents. The project team will use project branding to create flyers and social media

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announcements for the City to post on their social media such as the Gardena Events Facebook page or other communication channels. Announcements will include a project description, a "call to action", and a QR code directing users to the website. KTUA will develop a web page, to be linked from the City's website, that will include the project description, project milestones, surveys, infographics, and public engagement opportunities. The park concepts can also be posted on the project website for community input.

3.3 Community Workshops

The KTUA team will use the feedback collected from the City to organize two (2) community workshops and two (2) pop-up events.

These workshops will be essential to understanding the needs, challenges, and opportunities of the City and each project site. All workshops and pop-up events will be publicly noticed through City channels and will include multiple forms of engagement to create an inclusive environment for participation. Opportunities for community members unable to participate in workshops will be available.

The team has an extensive list of tools, programs, and multilingual team members to ensure successful public outreach. For pop-up events, KTUA has found that hosting these workshops during well-attended city or community-sponsored events increases participation. These events may include, but not limited to: Halloween Scare Zone, Fall Carnival, National Night Out or the Downtown Street Fair. It's great to see that the City is very active on social media promoting community events.

KTUA will work with the City to identify locations for the workshops and identify well-attended City events to hold pop-up workshops. These workshops can also be held in conjunction with Park Master Plan workshops to maximize attendance. The initial order of events would entail, but subject to discussion with the City:

Workshop #1 and Pop-up event #1: These will be conducted during the early stages of the project to gather community feedback on amenities that they would like to see at the three potential park sites. The final three properties identified will be introduced to gather feedback on the facilities and amenities they would like to see. Initial concepts can also be prepared to help start the conversation. Engaging and interactive exercises can include group exercises in designing a park.



Workshop Sam Yellen Park, Palmdale, CA

Once the workshop and pop-up event are completed, a summary of the feedback will be developed. The results will provide direction on the properties, facilities, and amenities to be used to develop the park concepts.

Workshop #2 and Pop-up event #2: These will be conducted during the design stage to gather community input on final draft park designs. To further prioritize amenities and park features, voting activities such as budget allocations, can help the City phase park needs based on potential future budget constraints. Feedback from these events will assist with finalizing the park concepts.



Pepper Park Workshop Voting Exercise, Chula Vista, CA

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3.4 Stakeholder Focus Group Meetings

Stakeholder meetings are intended to gather local feedback from an audience with specific experience and knowledge of the Gardena's parks and programs. A total of four virtual (4) stakeholder focus group meetings will take place in the early stages of the planning process to assess the identified properties and possible park amenities, existing park conditions, understand community issues, and discuss recommendations. The meetings may include City staff, operators, managers, and maintenance staff; youth, older adults, civic/social organizations, human service providers, school representatives, or other groups who may not be currently using City facilities.

DELIVERABLES:

- Community Engagement Plan
- Flyers, social media posts
- Project branding and website
- Workshop and pop-up maps and materials
- Stakeholder agendas and meeting notes



Bellflower Parks Master Plan



TASK 4: PARK CONCEPT DESIGNS

4.1 Develop Conceptual Plan Alternatives

With direction provided by the City and through the community engagement process, KTUA will prepare conceptual plans illustrating proposed park improvements that reflect the community's needs. To start the process, a relationship / bubble diagram will be developed for each property; this diagram will consist of simple linework/ colors (i.e., bubbles) that help define the relationship between different spaces/programmatic uses within the park. Then two (2) conceptual plan alternatives (maximum) will be prepared for each site for the City to review for a total of six (6) alternatives. Park active and passive amenities, fields and fitness areas, circulation walkways, parking, gathering spaces, playgrounds, dog parks, trees and/or shade structures, etc., will be drawn conceptually and at an appropriate scale. Color will be added to the concepts for clarity (not illustrative renderings), and each concept will be annotated. The concepts will be provided to the City electronically in pdf format, and one (1) review meeting will be scheduled to discuss the concepts for each property.

4.2 Finalize Conceptual Plans

Workshop and City comments will be summarized and provided to the City electronically. Based upon feedback provided by the City and by the community, KTUA will refine the concepts to provide a single preferred concept for each park site. This concept will be drawn at an appropriate scale, color rendered, and annotated for presentation purposes. Lastly, a final planning-level opinion of probable costs will be developed for each park site.



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Preferred and final concept (Buccaneer Park located in Oceanside, CA)

DELIVERABLES:

- Two Conceptual Plans for each of the three (3) sites. Six (6) total concepts.
- Three (3) concepts for community input
- Three (3) final concepts
- Probably costs for the final three concepts

TASK 5: DRAFT AND FINAL PLAN

5.1 Administrative Draft

An Administrative Draft Plan will include all of the elements of the project and outlines the process taken to create the conceptual designs as well as summarizing the community engagement process and results. The Draft Plan will include the evaluations, analyses, findings, and recommendations of all elements necessary to support the final concepts for future grant applications or CIP integration. The document will be formatted using Adobe InDesign with tables, figures, photos, diagrams, maps and text with dividers and a cover.

5.2 Final Plan

Based on staff comments, the Final Plan will be revised to address all comments. A summary sheet of comments will be provided with formal responses and actions taken to resolve each comment.

All files for final deliverable will be organized in a comprehensive file and folder structure and submitted to the City. The package will be complete with all original native files needed to edit and reproduce all final products.

DELIVERABLES:

- Administrative Draft Plan
- Final Plan

TASK 6: OPTIONAL TASKS

6.1 Story Map

If desired, Evari can develop a more robust GIS-based "StoryMap" website, which allows for all of the functionality of a traditional community engagement website with an integration into the project's GIS environment, including live web maps showing candidate sites, site information and photos, scoring metrics, and other pop-up information for each location. The site can be developed to solicit feedback from stakeholders, and can be developed in multiple languages using Evari's certified translation services.

6.2 Workshop on Property Selection

This workshop can be added to the community engagement process at the very early stages of the projects to present the properties identified and allow the community vote on their preferred properties. As part of this workshop, participants will also be asked about the facilities and amenities they would like to see within them.

6.3 Probably Cost Estimate for Concept Alternatives

Planning-level opinion of probable costs can be developed for each alternative for a total of six (6) cost estimates.

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2 | SCHEDULE

SCHEDULE		MONTHS								
		1	2	3	4	5	6	7	8	9
Task 1: Community Engagement and Data Gathering										
1.1	Kickoff Meeting									
1.2	Team Meetings									
1.3	Invoicing and Progress Reports									
Task 2: Vacant and Underutilized Lot Inventory										
2.1	Conduct an Inventory of Vacant and Underutilized Lots									
2.2	Property Assessment and Selection									
2.3	Site Visits									
Task 3: Community Engagement										
3.1	Prepare Community Engagement Plan									
3.2	Project Branding and Website									
3.3	Community Workshops (2) and Pop-up events (2)									
3.4	Stakeholder Meetings									
Task 4: Park Concept Designs										
4.1	Develop Conceptual Plans and Probable Costs (6 alternatives, 3 draft plans)									
4.2	Finalize Conceptual Plans Probable Costs (3 plans total)									
Task 5: Draft and Final Plan										
5.1	Administrative Draft									
5.2	Final Draft									
Task 6: Optional Tasks										
6.1	Story Map									
6.2	Workshop on Property Selection									
6.3	Probably Cost Estimate for Concept Alternatives									

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3 | BUDGET BREAKDOWN OF TAP ALLOCATION & PAYMENT PROCESS

City of Gardena Vacant and Underutilized Lot Inventory	KTUA										Evari						
	Principal I	Senior Associate	Associate	Senior Planner / Designer II	Senior Planner / Designer I	Planner/ Designer					Project Advisor	GIS Manager	GIS Analyst/ Developer				
	Joe Punsalan	Jacob Leon	Josef Gutierrez	Marina Varano	Gwen Stark	Mariella Delfino	Hours per Task	Travel & Materials	Labor Cost	Cost per Task	Brian Gaze	Ruth McColly	Arash Afgahi	Hours per Task	Travel & Materials	Labor Cost	Cost per Task
	$190	$155	$135	$125	$115	$105					$250	$200	$150				
1 Project Management																	
1.1 Kickoff Meeting	2	2	2		2		8	$ 100	$ 1,190	$ 1,290	2	2	2	6	$ -	$ 1,200	$ 1,200
1.2 Team Meetings	8	8	8		12		36	$ -	$ 5,220	$ 5,220	2	8	8	18	$ -	$ 3,300	$ 3,300
1.3 Invoicing & Progress Reports		8					8	$ -	$ 1,240	$ 1,240			4	4	$ -	$ 600	$ 600
Task 1 Totals	**10**	**18**	**10**	**0**	**14**	**0**	**52**	**$ 100**	**$ 7,650**	**$ 7,750**	**4**	**10**	**14**	**28**	**$ -**	**$ 5,100**	**$ 5,100**
2 Vacant & Underutilized Lot Inventory																	
2.1 Conduct an Inventory of Vacant and Underutilized Lots		4	8	12			24	$ -	$ 3,200	$ 3,200	2	8	24	34	$ -	$ 5,700	$ 5,700
2.2 Property Assessment and Selection	4	6	16		12		38	$ -	$ 5,230	$ 5,230	2	8	40	50	$ -	$ 8,100	$ 8,100
2.3 Site Visits		12	12		12		36	$ 460	$ 4,860	$ 5,320		3	15	18	$ 150	$ 2,850	$ 3,000
Task 2 Totals	**4**	**22**	**36**	**12**	**24**	**0**	**98**	**$ 460**	**$ 13,290**	**$ 13,750**	**4**	**19**	**79**	**102**	**$ 150**	**$ 16,650**	**$ 16,800**
3 Community Engagement																	
3.1 Prepare Community Engagement Plan		2			4	4	10	$ -	$ 1,190	$ 1,190				0	$ -	$ -	$ -
3.2 Project Branding and Website		2		8	4		14	$ -	$ 1,770	$ 1,770				0	$ -	$ -	$ -
3.3 Community Workshops (2) and Pop-up events (2)	8	42	16		42	8	116	$ 1,120	$ 15,860	$ 16,980				0	$ -	$ -	$ -
3.4 Stakeholder meetings	4	12	6		12		34	$ -	$ 4,810	$ 4,810				0	$ -	$ -	$ -
Task 3 Totals	**12**	**58**	**22**	**8**	**62**	**12**	**174**	**$ 1,120**	**$ 23,630**	**$ 24,750**	**0**	**0**	**0**	**0**	**$ -**	**$ -**	**$ -**
4 Park Concept Designs																	
4.1 Develop Conceptual Plans and Probable Costs (6 alternatives, 3 draft plans)	7	42	46	6	59	59	261	$ 140	$ 35,130	$ 35,270				0	$ -	$ -	$ -
4.2 Finalize Conceptual Plans Probable Costs (3 plans total)	5	6	12	0	30	24	77	$ 60	$ 9,470	$ 9,530				0	$ -	$ -	$ -
Task 4 Totals	**12**	**48**	**58**	**6**	**89**	**83**	**338**	**200**	**$ 44,600**	**$ 44,800**	**0**	**0**	**0**	**0**	**$ -**	**0**	**0**
5 Draft and Final Plan																	
5.1 Administrative Draft	6	16	8	24	40	60	154	$ -	$ 18,600	$ 18,600	2	4	8	14	$ -	$ 2,500	$ 2,500
5.2 Final Draft	4	8	8		20	40	80	$ -	$ 9,580	$ 9,580		2	8	10	$ -	$ 1,600	$ 1,600
Task 5 Totals	**10**	**24**	**16**	**24**	**60**	**100**	**234**	**$ -**	**$ 28,180**	**$ 28,180**	**2**	**6**	**16**	**24**	**$ -**	**$ 4,100**	**$ 4,100**
6 Optional Tasks																	
6.1 Story Map		4	2				6	$ -	$ 890	$ 890	2	8	40	50	$ -	$ 8,100	$ 8,100
6.2 Workshop on Property Selection	2	16		16	8		42	$ -	$ 5,780	$ 5,780				0	$ -	$ -	$ -
6.3 Probably Cost Estimate for Concept Alternatives	7		15		18		40	$ -	$ 5,425	$ 5,425				0	$ -	$ -	$ -
Task 6 Totals	**9**	**20**	**17**	**16**	**26**	**0**	**88**	**$ -**	**$ 12,095**	**$ 12,095**	**2**	**8**	**40**	**50**	**$ -**	**$ 8,100**	**$ 8,100**
Total Hours By Staff	**57**	**190**	**159**	**66**	**275**	**195**	**984**				**12**	**43**	**149**	**204**			

Labor Costs:	$117,350
Direct Costs	$1,880
KTUA Total Cost	**$119,230**

Labor Costs:	$25,850
Direct Costs	$150
Evari Total Cost	**$26,000**

Grand Total Cost Estimate	**$145,230**
Optional Tasks Total	**$20,195**
Grand Total with Optional Tasks	**$165,425**

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City of Goleta Stow Grove Park Master Plan

KTUA is a collaboration of planners, landscape architects, GIS analysts, and graphic designers focused on the creation of livable communities. Established in 1970, KTUA has expanded the boundaries of a traditional landscape architecture office by incorporating active transportation, community planning, federal planning, and natural resource management practices into our portfolio. With this diversity, KTUA has the ability to help shape the bigger picture while addressing the fine-grained details that contribute to sustainable natural and built environments.

KTUA's planning approach is to balance the diverse needs of regions, cities, neighborhoods, developers, and future users with planning that encourages placemaking that is informed by our expertise in urban design, community development, multimodal transportation, complete streets, public engagement, and natural resource management. With a goal of healthy communities and long-term stewardship of the land, KTUA has a track record for creating active public space that promotes public health, engages the community, contributes to economic growth, enhances public and private investments, and provides a sustainable legacy that is memorable and attractive. Our commitment to our communities and clients is to ensure that each project is unique, collaborative, innovative, cost effective, environmentally integrated, and context sensitive.

OVER 30 YEARS OF PARK MASTER PLANNING AND ATP EXPERIENCE

- City of Bellflower Parks Master Plan
- City of Whittier Parks Master Plan
- City of Montclair Parks Master Plan
- City of Montebello Parks Master Plan
- City of Moorpark Parks Master Plan
- City of Desert Hot Springs Parks Master Plan
- City of Goleta Parks Master Plan
- City of Goleta Stow Grove Park Master Plan
- City of La Mesa MacArthur Parks Master Plan
- City of La Mesa Parks Master Plan
- City of Menifee Parks Master Plan
- City of Pico Rivera's Urban Greening Plan
- City of Moreno Valley Parks, Trails & Community Services Master Plan
- City of Ontario Parks Master Plan
- City of Placentia Open Spaces and Urban Greening Plan
- City of Santee Community Center and Parks and Recreation Master Plan Update
- City of Encinitas Parks, Beaches, Open Space and Trails Master Plan
- City of Artesia Active Transportation Plan
- City of Paramount Active Transportation Plan
- City of Bellflower Active Transportation Plan

ktua

LEGAL NAME
- KTU&A

YEAR FOUNDED
- 1970

ORGANIZATIONAL STRUCTURE
- California Corporation

OFFICE LOCATIONS
- San Diego (Main Office)
  3916 Normal Street,
  San Diego, CA 92103
  Phone: 619-294-4477
- Central Coast (Satellite Office)

NUMBER OF EMPLOYEES - 32
- 9 Landscape Architects
- 8 Planners
- 6 Landscape Designers
- 2 Irrigation Designers
- 2 GIS Analysts
- 1 Transportation Engineer
- 2 Marketing
- 2 Accounting

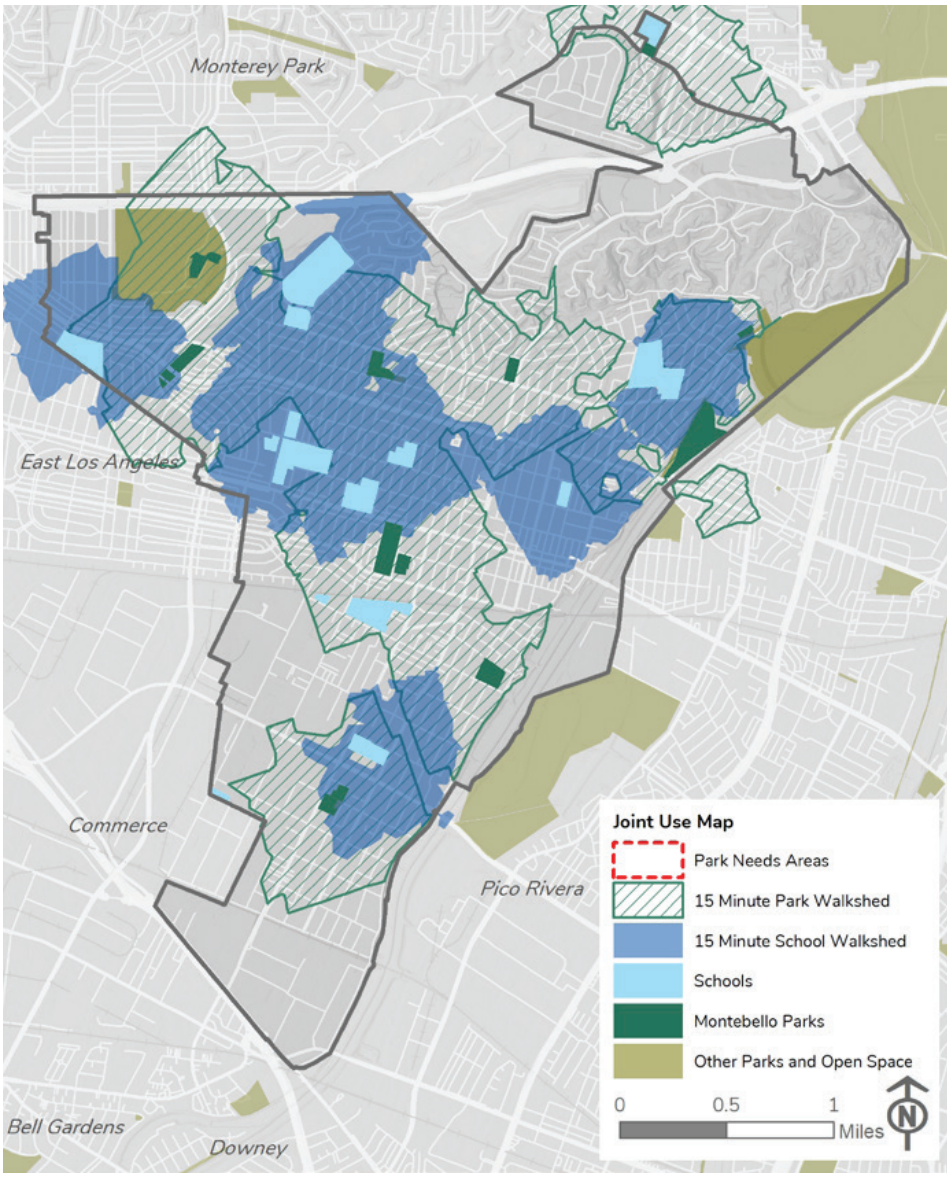
CERTIFICATIONS
- Small Business Enterprise,
  California Dept. of General Services,
  CA SBE 30007 exp. 07/31/24

PLANNING SERVICES
- Land Use | Transportation Planning
- Active Transportation Planning
- Resource Planning
- Federal Planning

LANDSCAPE ARCHITECTURE SERVICES
- Civic and Public Works
- Parks and Recreation
- Healthcare
- Education
- Housing
- Hospitality
- Office and Commercial

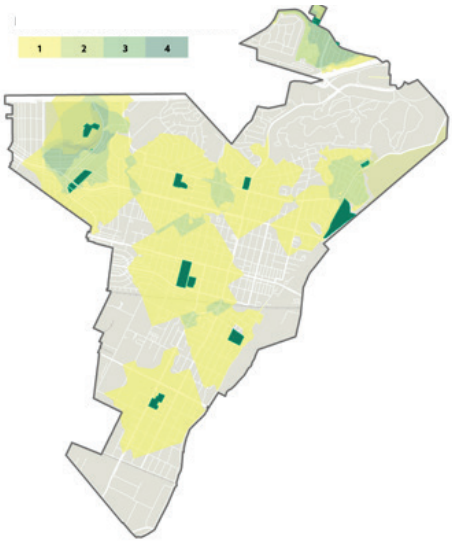
SUPPORT SERVICES
- Public Outreach
- GIS
- 3D Modeling and Simulations
- Sustainable Design
- Water Management
- Grant Writing

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CITY OF MONTEBELLO
PARKS MASTER PLAN

Number of Parks within 10-min Walk



City of Montebello Park Master Plan

KTUA developed a parks and facilities master plan that entails research, analysis, and inventory of the existing parks and park facilities to understand the current conditions and lifespan of the City's assets. KTUA facilitated extensive community outreach to gauge the City, key stakeholders, and resident use of the facilities along with what they desire to see in future park improvements. The team utilized advanced GIS mapping techniques to analyze the park distribution. The team developed a comprehensive needs assessment developed from the analysis and outreach phases to help establish the citywide parks master plan recommendations which indicate specific improvements on the city facilities, programs, financials, and various other components. KTUA worked on three site-specific master plans of parks that were identified by the data to help determine improvements. KTUA prepared maps demonstrating how a Joint Use Agreement (JUA) may help fill in the void of park sparse areas. This helps to visualize the impact that JUA's can have on a community, especially in areas with park shortages. These parks will be used to apply for Prop 68 funding which KTUA will assist the City in producing.

STORY MAP: https://arcg.is/0yeqOa

CLIENT REFERENCE
- City of Montebello
- Laurie Aguilar
- 323-887-1200 x374
- LAguilar@cityofmontebello.com

STATUS
- Completed 2021

SERVICES
- Park Master Planning

PROJECT FEE
- $383,709

KTUA KEY PERSONNEL
- Jacob Leon

AWARDS
- 2022 APA Los Angeles Award of Merit, Comprehensive Plan - Small Jurisdiction

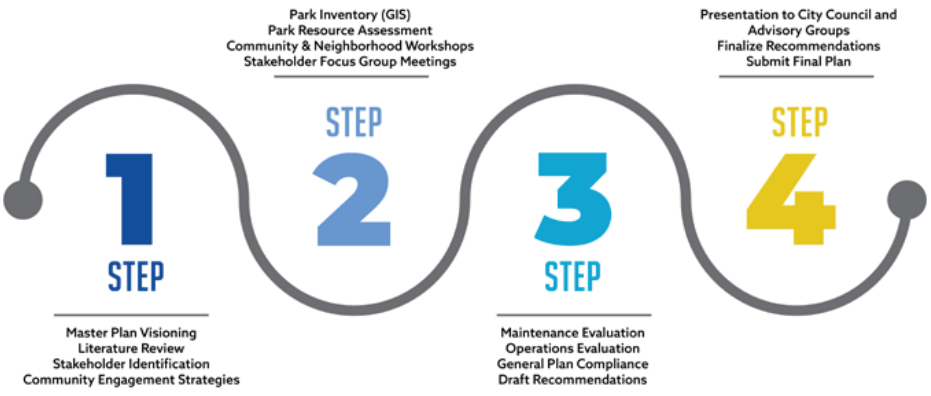
VIEW DOCUMENT: https://tinyurl.com/4w9esn49

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City of Bellflower Park Master Plan

The City of Bellflower Parks & Recreation Master Plan is a comprehensive planning effort that will provide Bellflower staff and elected officials a tailored vision for parks, recreation facilities, and programs. The Plan includes an inventory of all city parks, GIS-based mapping analyses, financial guidelines, a prioritized list of recommendations, and extensive community engagement. Bellflower residents are encouraged to participate in community workshops, surveys, online maps, and neighborhood meetings. A statistically valid survey is also included to assist the team and city make informed decisions. The project is expected to be completed by Fall 2024.

CLIENT
- City of Bellflower
- PJ Mellana
- 562-804-1442, Ext. 2265
- pmellana@bellflower.org

STATUS
- Ongoing 2023

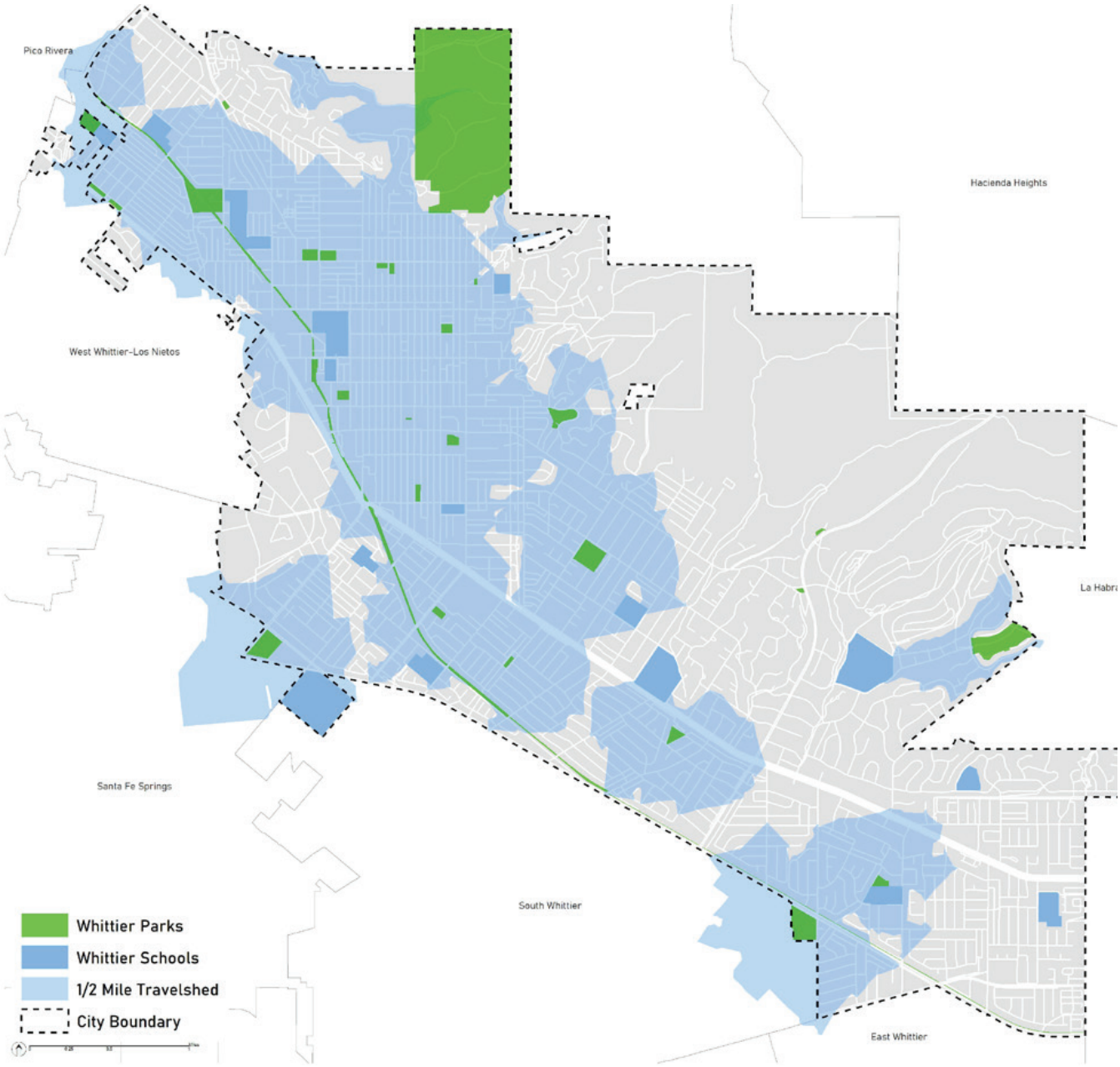
SERVICES
- Community Engagement
- Park Master Planning

PROJECT FEE
- $177,500

KTUA FEE
- $99,150

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Nicole Rogge
- Kolbe Stets
- Mariella Delfino

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City of Whittier Parks Master Plan

The City of Whittier is a built-out bedroom community of Los Angeles. The City nearly meets their goal park acreage level-of-service, due primarily to access to expansive natural open space and trails through the city-owned land in the adjacent Puente Hills Habitat Preserve. However, traditional park amenities like sports fields and playgrounds are in short supply. This places an emphasis on joint-use facilities both in Whittier and in neighboring cities, and the redevelopment of passive park space into active park uses as is being done at Parnell Park. Focus group meetings with sports groups and community leaders helped identify other priorities and opportunity areas for creating flexible arrangements for multiple park users.

CLIENT
- City of Whittier
- Virginia Santana, Director of Parks, Recreation and Community Services
- 562-567-9405
- vsantana@cityofwhittier.org

STATUS
- Ongoing 2023

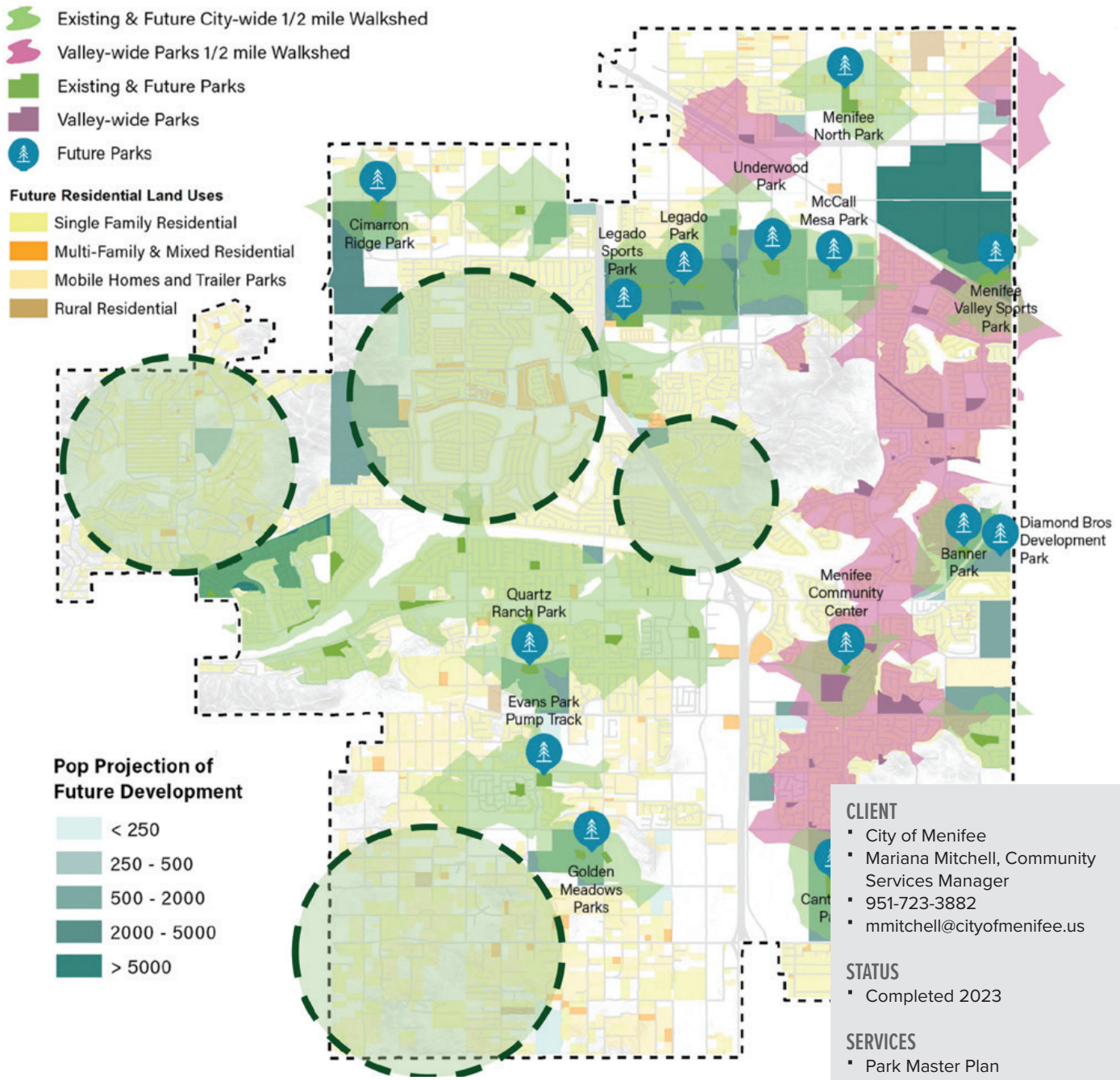
PROJECT FEE
- $249,531

SERVICES
- Park Master Planning
- Community Outreach
- GIS

KTUA KEY PERSONNEL
- Mark Carpenter
- Jacod Leon
- Alex Samarin

STORY MAP: https://tinyurl.com/5549p9tu

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Existing and future 1/2 mile travelsheds & future development population projects: Gaps with Missing Parks

City of Menifee Parks Master Plan

The City of Menifee Parks Master Plan scope includes population analysis, summary of recreational assets and amenities, and other site conditions that affected the development of the master plan. The Analysis includes population based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups. The Master Plan identifies necessary changes in programs, parks or amenities, and the potential for new parks or new amenities within existing parks.

CLIENT
- City of Menifee
- Mariana Mitchell, Community Services Manager
- 951-723-3882
- mmitchell@cityofmenifee.us

STATUS
- Completed 2023

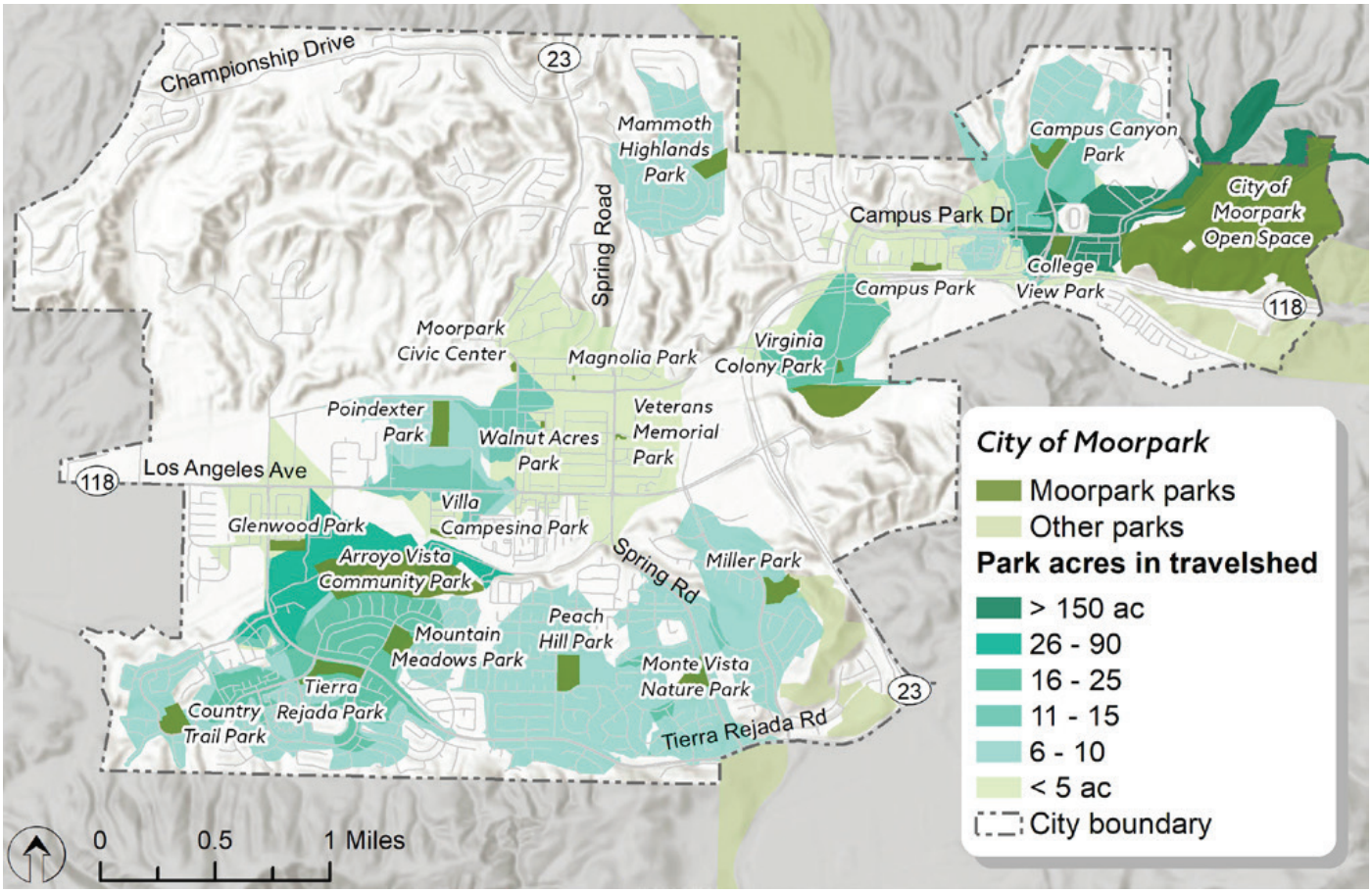
SERVICES
- Park Master Plan
- Community Engagement
- GIS

PROJECT FEE
- $159,940

KTUA FEE
- $85,900

KTUA KEY PERSONNEL
- Joe Punsalan
- Alex Samarin
- Jacob Leon
- Nicole Rogge
- Mariella Delfino

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Moorpark Parks Master Plan

KTUA will lead the recreation facility planning, community outreach, program assessment, financial analysis, and organizational analysis, to prepare a comprehensive update to the City's 2009 Parks and Recreation Master Plan. This Master Plan will be a concise, user-friendly plan that will establish a framework for decision-makers in the planning, programming, operation, maintenance and development of Moorpark's parks, recreation areas, open space, trails, and recreation facilities over a 10-year planning timeframe. While the City's overall population has remained relatively stable, demographic indicators suggest a population shifting away from young families and toward older adults must be considered for recreational facilities and programming needs. A study of the needs of youth and teens, and senior adults, collaboration with youth and senior organizations, and an emphasis on inclusion will be key from a recommendations and engagement perspective.

A Comprehensive public outreach and inclusive engagement with the Moorpark community will be a fundamental component of this Master Plan update which is a strategic priority for the City is to practice respect, equity, and inclusion citywide. KTUA will be employing a suite of tools and engagement strategies that reflects the needs and desires of all members of the community to be engaged.

CLIENT

- City of Moorpark
- Christopher Ball, Sr. Management Analyst; Parks, Recreation and Community Services Department
- 805-517-6217
- cball@moorparkca.gov

STATUS

- Ongoing 2023

PROJECT FEE

- $241,668

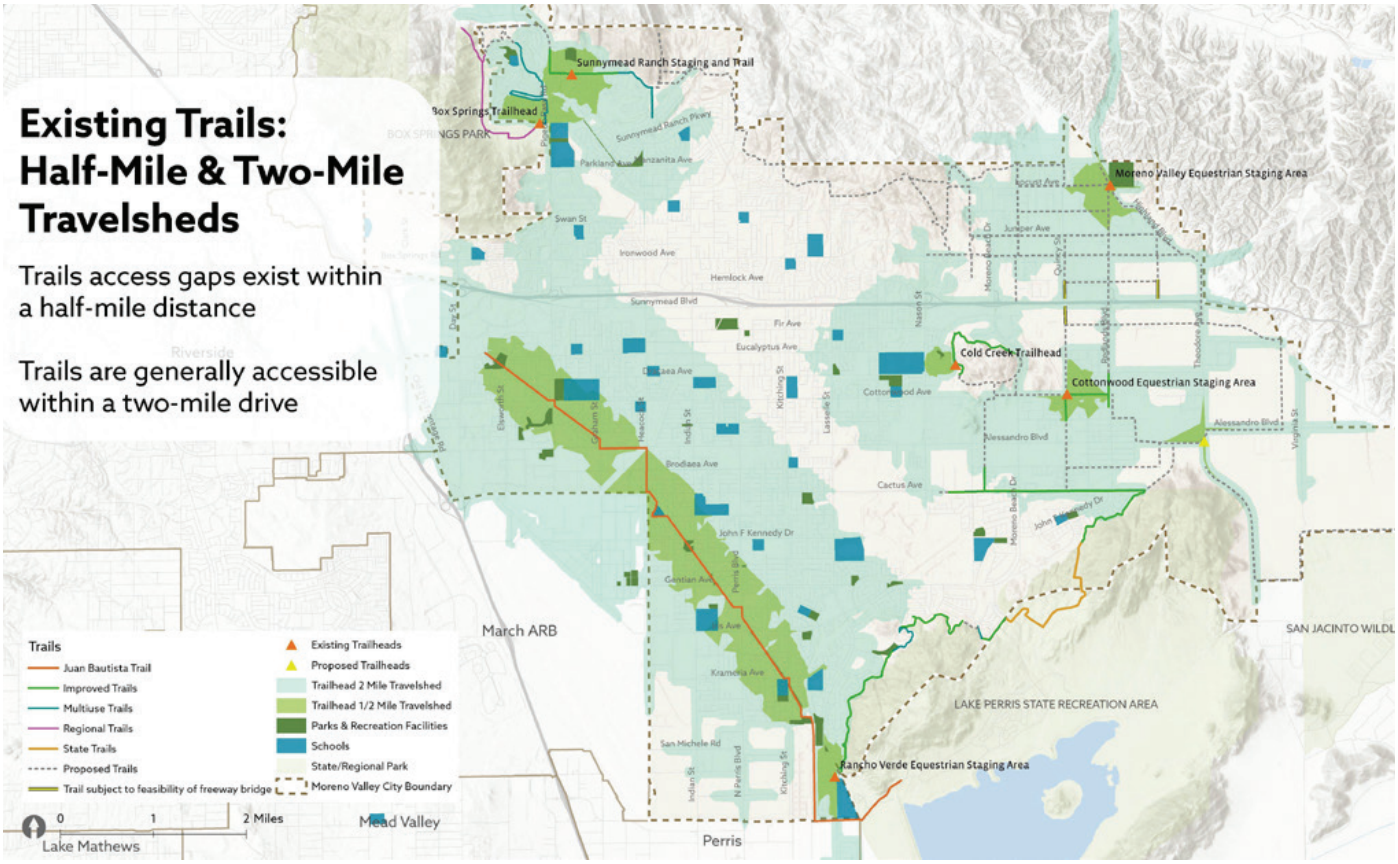
KTUA FEE

- $152,565

KTUA KEY PERSONNEL

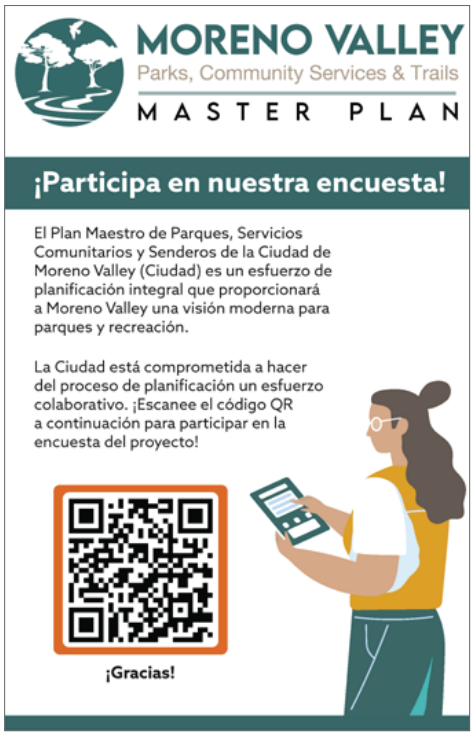
- Mark Carpenter
- Jacob Leon
- Alex Samarin
- Marina Varano

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City of Moreno Valley Parks, Community Services, and Trails Master Plan

Moreno Valley's Parks, Community Services and Trails Master Plan will be an update to the City's 2010 Master Plan. Since 2010, the City has experienced dramatic growth in residential, commercial, and industrial developments. This update is integral in ensuring the City is providing a foundation for a healthy thriving community. As the project progresses, proposed trail alignments, strategies, park and program recommendations, and a final plan will be created. The analysis will include a system-wide approach to evaluating recreation areas, existing parks, and trails, and identifying potential open space land and facility demands in order to develop goals, policies, and guidelines along with achievable strategies to meet the needs of current and future residents.



CLIENT
- City of Moreno Valley
- Jeremy Bubnick
- 951-413-3709
- jeremyb@moval.org

STATUS
- Ongoing 2023

SERVICES
- Park & Trails Master Planning
- Community Engagement
- GIS

PROJECT FEE
- $240,000

KTUA FEE
- $148,550

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Nicole Rogge
- Alex Samarin
- Mariella Delfino

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PICO RIVERA URBAN GREENING PLAN POCKET GUIDE
English: http://bit.ly/2AbdHSI Spanish: http://bit.ly/2IJHr54

PLAN DOCUMENT LINK:
https://tinyurl.com/y3ovmjyl

City of Pico Rivera Urban Greening Plan

The City of Pico Rivera was awarded a grant from the Strategic Growth Council's Urban Greening Grant Program available under the Safe Drinking, Water Quality and Supply Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). The Urban Greening Plan (UGP) presents projects that provide a safe and connected bicycle network and pedestrian improvements, creates a unifying street tree canopy for more walkable and bikeable neighborhoods, and identifies prospective green spaces and hydrology improvements. The UGP was created with input from the community and provides policy makers and city staff with tools to seek funding from grants and public/private partnerships. As a result, the UGP will help to improve the quality of life for all who live, work, and play in Pico Rivera.

The Urban Greening Plan establishes a system of green streets by incorporating walking, biking, stormwater management, and street trees. Additionally, the plan provides recommendations on how to successfully implement and maintain these green streets. The UGP takes into consideration the city's General Plan, the GCOG ATP Plan, and numerous ongoing planning projects. By incorporating resident feedback into the plan, the UGP also recommends facilities in places where people need them the most.

The city has experienced the cumulative impacts of environmental, social, and economic vulnerabilities that affect quality of life and the built environment. This plan addresses many of these issues by providing a safe and connected multi-modal transportation system, unifying street tree palette, and opportunities for stormwater management.

CLIENT
- City of Pico Rivera
- Julia Gonzalez
- 562 801-4447
- juliagonzalez@pico-rivera.org

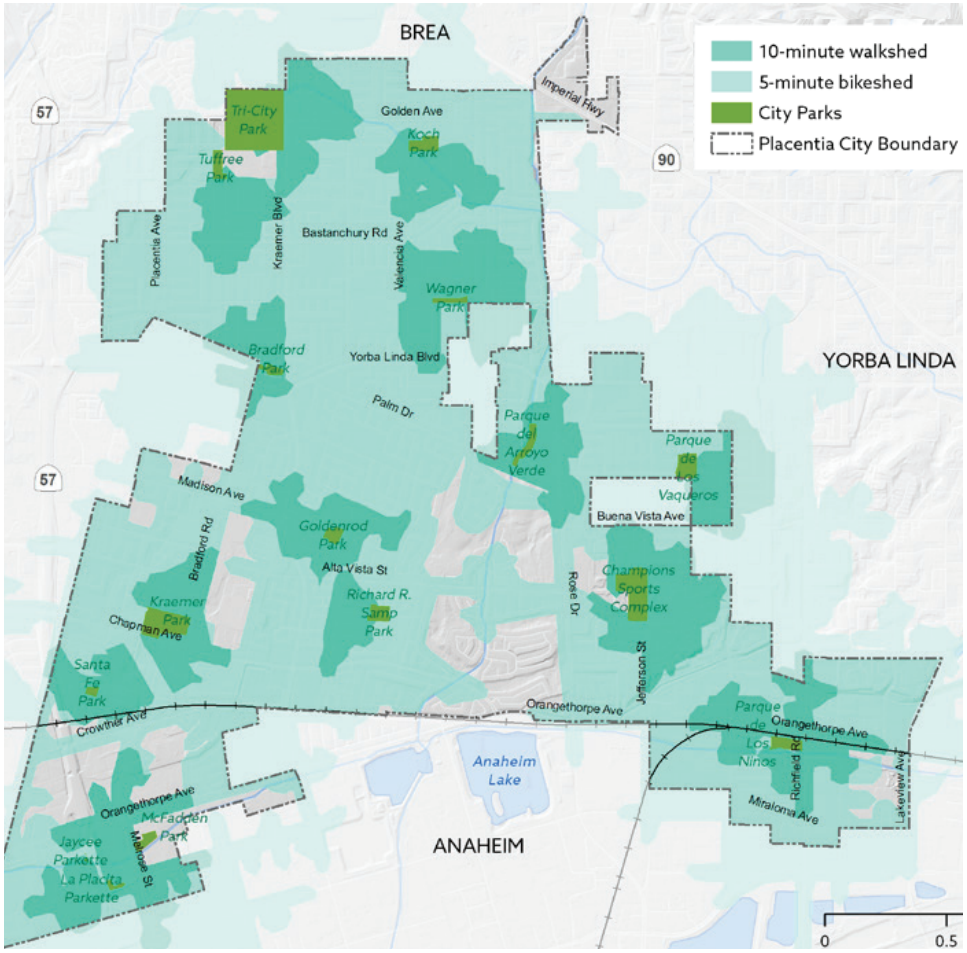
STATUS
- Completed 2018

SERVICES
- Urban Planning
- Community Engagement
- Environmental Review

PROJECT FEE
- $250,000

KTUA KEY PERSONNEL
- Joe Punsalan

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CLIENT
- City of Placentia
- Veronica Ortiz, Community Services Supervisor
- 714-993-8222
- ortiz@placentia.org

COMPLETED
- 2020

SERVICES
- Park Master Plan
- Community Engagement

PROJECT FEE
- $149,519

KTUA KEY PERSONNEL
- Joe Punsalan
- Jacob Leon
- Alex Samarin







City of City of Placentia Open Spaces and Urban Greening Master Plan

The City of Placentia Open Spaces and Urban Greening Master Plan outlines a sustainability strategy to preserve and improve existing parks and open space, recapture future parks and open space, increase the urban forest, and implement urban greening strategies to reduce Vehicle Miles Traveled/Greenhouse Gas (VMT/GHG) emissions and develop an active transportation network. KTUA provided a comprehensive review and analysis of all existing and potential parks and open space areas with feedback from an extensive community engagement campaign and stakeholder meetings.

As part of various urban greening strategies, KTUA developed new non-motorized transportation options that connect people to open spaces, public transit, Old Town Placentia, the Orange County Loop (OC Loop), and the future Metrolink Station. Through GIS modeling and community input, this plan identified optimal locations for bike and pedestrian paths to encourage residents to cycle and/or walk to the City's open spaces, parks, and the OC Loop. The efforts of this plan are in line with SCAG's 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), the Transit Integration Strategy, particularly to provide and enhance active transportation networks for Short Trips and First/Last Mile access to rail.

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Port of San Diego Pepper Park Master Plan - Schematic Phase

The Pepper Park Master Plan is a collaborative and multidisciplinary effort aimed at establishing a grand vision for Pepper Park. The master plan includes comprehensive community and stakeholder engagement, creation of multiple design alternatives, and the development of schematic drawings that will help guide future design and construction of park amenities.

The design team and participants explored park features and recreation opportunities through a series of online (Zoom) and in-person workshops available in English, Spanish, and Tagalog. The proposed concepts depicted park elements that will transform the existing 5.2-acre park and the 2.5-acre expansion into a fun and beautiful space that National City residents and visitors will enjoy for years to come. Two major outcomes that are part of the master plan include schematic drawings for the entire park site and construction documents for a handful of park elements called “Early Action Items” that will be constructed by June 2024 thanks to federal stimulus funds the Port received via the American Rescue Plan Act and the State of California’s Coronavirus Fiscal Recovery Fund.

CLIENT
- Port of San Diego
- Anna Buzaitis, Program Manager
- 619-458-5519
- abuzaiti@portofsandiego.org

STATUS
- Ongoing 2023

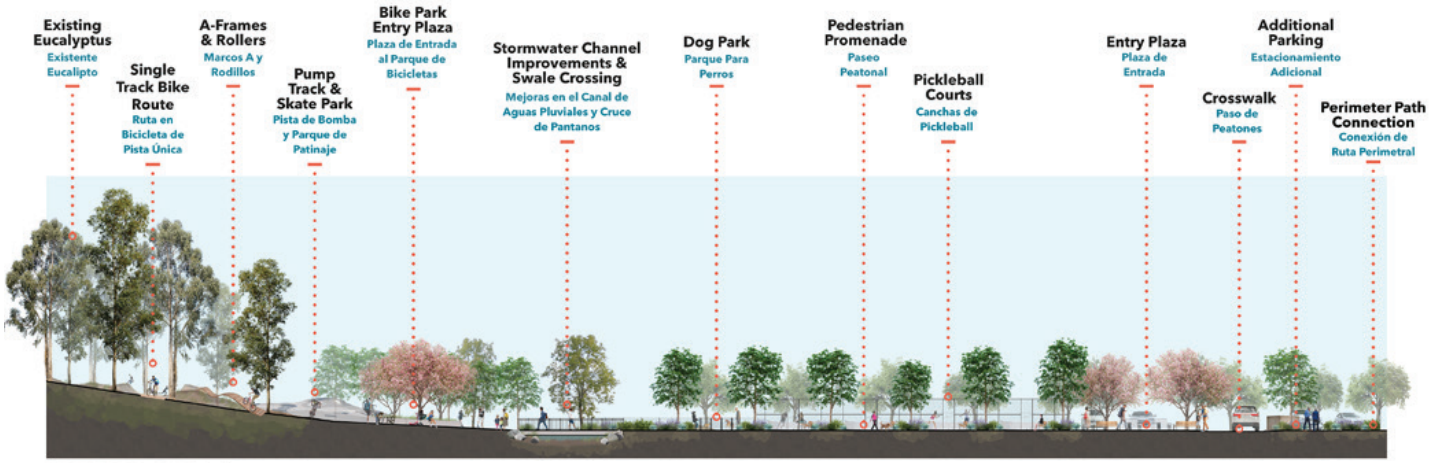
SERVICES
- Schematic Design
- Public Outreach

TOTAL PROJECT FEE
- $498,225

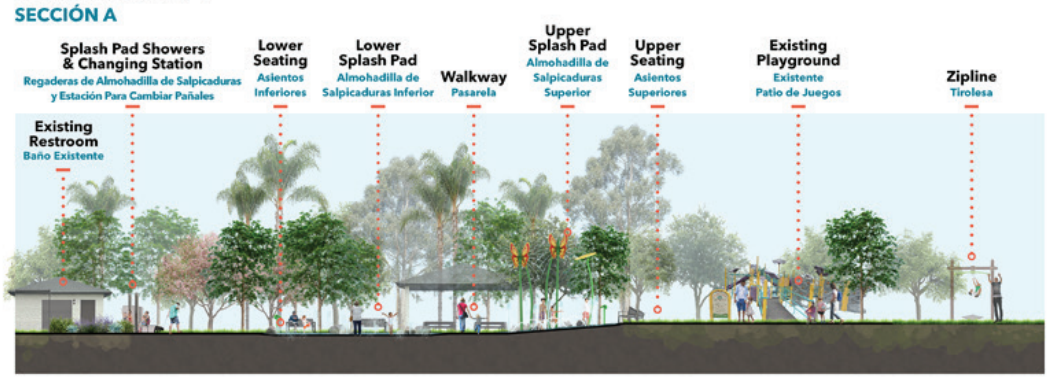
KTUA FEE
- $259,095

KTUA KEY PERSONNEL
- Jacob Leon
- Josef Gutierrez

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SECTION A
SECCIÓN A



SECTION B
SECCIÓN B

City of Chula Vista Eucalyptus Park

Eucalyptus Park has a rich history and has long been prized by the community as one of the City of Chula Vista's oldest and largest parks. The existing Eucalyptus trees in the park are an over-wintering site for Monarch butterflies, offering valuable habitat, shade and creating green space in the park. The City was awarded $5 million in grant funding for the construction of improvements to the Park which include: repair and renovation of existing park elements and infrastructure; new park amenities including a splash pad, bike playground, skate plaza, pickleball courts, playground equipment, and a multi-purpose artificial turf field.

A perimeter trail and fitness equipment will also be added to connect to new and existing park features and accessibility improvements will be made to provide better access to Menzel Field from the main park area. To unify the disparate project components, a design theme will be implemented throughout the park, bringing a rhythm and cohesiveness to the park design.

Care will be taken to avoid disturbing the existing monarch butterfly habitat with new improvements, and proposed planting will include native and adapted drought-tolerant species that increase habitat areas within the park limits.

As the prime consultant KTUA designed materials, conducted surveys, and led several community workshops to gather input and feedback on the development of the conceptual park master plan. A final park master plan and construction drawings will be prepared by KTUA to guide the construction of the park, which is planned for completion in March of 2025.

EUCALYPTUS PARK

CLIENT
- City of Chula Vista
- Patricia Ferman
- 619-409-3890
- pferman@chulavistaca.gov

STATUS
- Ongoing 2023

CONSTRUCTION
- Completed by 2025

SERVICES
- Landscape Architecture
- Park Master Plan
- Community Engagement
- 3D Renderings

PROJECT FEE
- $516,433

KTUA FEE
- $158,865

KTUA KEY PERSONNEL
- Chris Langdon, Stephen Nunez, Gwen Stark, Bernard Everling, Cheri Blatner-Pifer

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City of Oceanside Buccaneer Park Improvements

During the City of Oceanside's Park and Recreation Master Plan update (prepared by KTUA), residents requested that the City take a comprehensive look at Buccaneer Park to update the amenities to make better use of the park and to improve access, safety, and security. Connections to several planned projects were also requested by the community, including the Coastal Rail Trail extension, Loma Alta Creek restoration, and the decommissioning of the La Salina Wastewater Treatment Plant.

KTUA's scope of work includes public outreach to gather input on concept alternatives, and a thorough assessment of existing park amenities culminating in the preparation of a formal Project Study Report, production of PS&E documents for the park restrooms, lighting and other improvements associated with the restroom, and construction administration oversight during implementation of the restroom design.

Oceanside residents are very passionate about their parks and public engagement was critical for the project's success. KTUA conducted four public workshops and three online surveys. KTUA engaged with approximately 170 members of the community at the project workshops. In addition to the workshop responses, over 330 people responded to the online surveys, which included both traditional surveys as well as an online mapping exercises. The workshops and the survey focused on what the community saw as existing challenges with the current conditions of the park and allowed them the opportunity to envision how the park should be developed. Based on this feedback, KTUA then developed two different concepts that were presented to the community in a third community workshop which was then refined into the preferred plan. KTUA is currently working with the city to identify which parts of the park improvements should be implemented to align with the city's approved budget and the community's priorities. Once determined, the plans will be submitted for approval to the California Coastal Commission and move into construction drawings.

CLIENT
- City of Oceanside
- Jonathan Smith, Consultant Project Manager
- 760-435-3518
  Cell: 858-472-2212
- JGSmith@oceansideca.org

STATUS
- Ongoing 2023

SERVICES
- Landscape Architecture
- Irrigation Design
- Project Website Development
- Community Engagement

TOTAL PROJECT FEE
- $432,355

KTUA PROJECT FEE
- $125,000

KTUA KEY PERSONNEL
- Brooke Whalen, Stephen Nunez, Jacob Leon, Gwen Stark, Bernard Everling

Buccaneer Park Re-Visioning (ArcGIS)
https://tinyurl.com/bdf7wrkj

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City of Palmdale Sam Yellen Park

Palmdale's Sam Yellen Park consists of a total of 24 acres. KTUA worked with city staff and prepared a public outreach plan and branding for Phase 2, including online engagement strategies with clear, concise, accessible, and visually-rich engagement materials. A site analysis plan was prepared which included an inventory of both the existing Phase 1 park site and the expanded site. Characteristics of the various site conditions along with park opportunities and constraints were noted. KTUA conducted interactive workshops that allowed the community to prioritize program elements they wanted to see in the park and then actually design their park in groups of 5-10 people. Based on feedback from the community and their designs, a final conceptual landscape plan was completed and submitted by city staff for consideration to receive a Proposition 68 grant.

While the park did not receive grant funding, the City proceeded with the construction for the 12 acres of Phase 2. During the development of the construction documents, the team worked closely with the City to adjust the plans due to the constraints of the budget. The design team remained flexible with their design as the City explored options to bring in a vendor to construct and operate the futsal courts in an effort to help offset the construction costs. This required modifying the design to be able to phase the project while also increasing the quantity of smaller courts to make it economically viable for the vendor. Ultimately, the vendor backed out and the design team adjusted the plans again to accommodate the needs of the City. In addition to budget challenges, the design team was tasked with seamlessly integrating Phase 2 into Phase 1, which required additional lighting, planting, and irrigation modifications to the Phase 1 project.

The project is currently in the final stages of design and includes a multi-purpose field, futsal courts with sports lighting, an expanded children's play area, a community building with restrooms and entry plaza, a prefabricated restroom, a large gathering plaza for events, enhanced planting with irrigation, picnic areas with shade shelters, a large retention basin, a large lawn area for free-play, and a walking path along the park perimeter with exercise stations along the way.

CLIENT

- City of Palmdale
- Lynn Glidden, Deputy Director of Public Works
- 661-267-5315
- lglidden@cityofpalmdale.org

STATUS

- Completed 2022

SERVICES

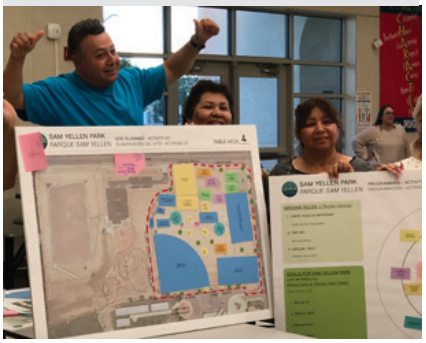
- Site Analysis Plan
- Final Landscape Plan
- Community Engagement
- Construction Documents

PROJECT FEE

- KTUA Fee $220,117; Total Fee $552,641

KTUA KEY PERSONNEL

- Brooke Whalen
- Josef Gutierrez



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PROJECT	Bellflower Parks Master Plan
AGENCY	City of Bellflower
CONTACT NAME	PJ Mellana, Director of Parks and Recreation
EMAIL	pmellana@bellflower.org
PHONE	562-804-1442, Ext. 2265
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Joe Punsalan, Jacob Leon, Nicole Rogge, Kolbe Stets, Mariella Delfino

PROJECT	Menifee Parks Master Plan
AGENCY	City of Menifee
CONTACT NAME	Mariana Mitchell, Community Services Manager
EMAIL	mmitchell@cityofmenifee.us
PHONE	951-723-3882
DATES OF SERVICE	Completed 2023
KTUA KEY STAFF	Joe Punsalan, Alex Samarin, Jacob Leon, Nicole Rogge, Mariella Delfino

PROJECT	Pepper Park Master Plan - Schematic Phase
AGENCY	Port of San Diego
CONTACT NAME	Anna Buzaitis, Program Manager
EMAIL	abuzaiti@portofsandiego.org
PHONE	619-458-5519
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Jacob Leon, Josef Gutierrez

PROJECT	City of Moreno Valley Parks, Community Services, and Trails Master Plan
AGENCY	City of Moreno Valley
CONTACT NAME	Jeremy Bubnick, Parks & Community Services Director
EMAIL	jeremyb@moval.org
PHONE	951-413-3709
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Joe Punsalan, Jacob Leon, Nicole Rogge, Alex Samarin, Mariella Delfino

PROJECT	Moorpark Parks Master Plan
AGENCY	City of Moorpark
CONTACT NAME	Christopher Ball, Sr. Management Analyst
EMAIL	cball@moorparkca.gov
PHONE	805-517-6217
DATES OF SERVICE	Ongoing 2023
KTUA KEY STAFF	Jacob Leon, Alex Samarin, Marina Varano

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EVARI GIS Consulting

Evari GIS Consulting Incorporated (Evari) was founded in 2009 with the purpose of providing high-quality GIS data collection, analysis, and visualization services for a variety of public and private clients. Evari is a state-certified small business (SBE) based in San Diego, CA, with a total of 20 GIS professionals on staff.

Evari has collected GIS-based data for over 2.5M assets throughout the United States, including recent efforts to catalog, analyze, and support the conversion to LED for 30,000 lights in the City of Riverside, the assessment of over 65,000 streetlights in San Diego to support 5G efforts, and was a subconsultant to KTUA to assess over 300 miles of sidewalk and intersection infrastructure for the City of El Monte.

Evari strives to understand the overarching goals of regulatory projects and to produce clear and accurate figures and tables. Evari leverages the Esri Technology Stack (ArcGIS) and the Amazon Web Services Cloud Computing platform for a broad range of municipal GIS applications including planning, biology, traffic, noise, street lighting, storm water, infrastructure, utilities, AEC and asset management projects.

TECHNICAL PROFICIENCIES:

- GIS Data Creation, reconciliation and systems management
- Diversified and comprehensive support for regulatory and planning efforts, including utilities and transportation planning
- Deploying field technicians to collect accurate field data in an efficient manner
- Clear communication with clients and municipalities in order to arrive at comprehensive and meaningful analysis

CITY OF EL MONTE SIDEWALK INVENTORY PROJECT

Evari was a subconsultant to KTUA on this project designed to inventory over 300 lineal miles of sidewalk infrastructure in El Monte. The project involved a detailed GIS data collection effort identifying barriers to pedestrian travel, including spalled and displaced sidewalk, missing sidewalk links, and other datasets. The project also collected curb ramp inventory data at high-priority locations.

The field team was supported by several front-ends, including custom data collection application using ESRI Collector Platform, browser-based webmaps, project dashboards, and automated nightly reporting functionality. The file geodatabase dataset will be used by the City to identify sidewalk infill priority projects in a comprehensive and defensible manner.



CITY OF SANTA ANA, CA CITY OF SANTA ANA STREET LIGHT INVENTORY AND STREET LIGHTING MASTER PLAN

Evari completed a GIS-based streetlight inventory to verify existing city data, and where appropriate, append and update attribute location for the ~16,000 fixtures found in the city.

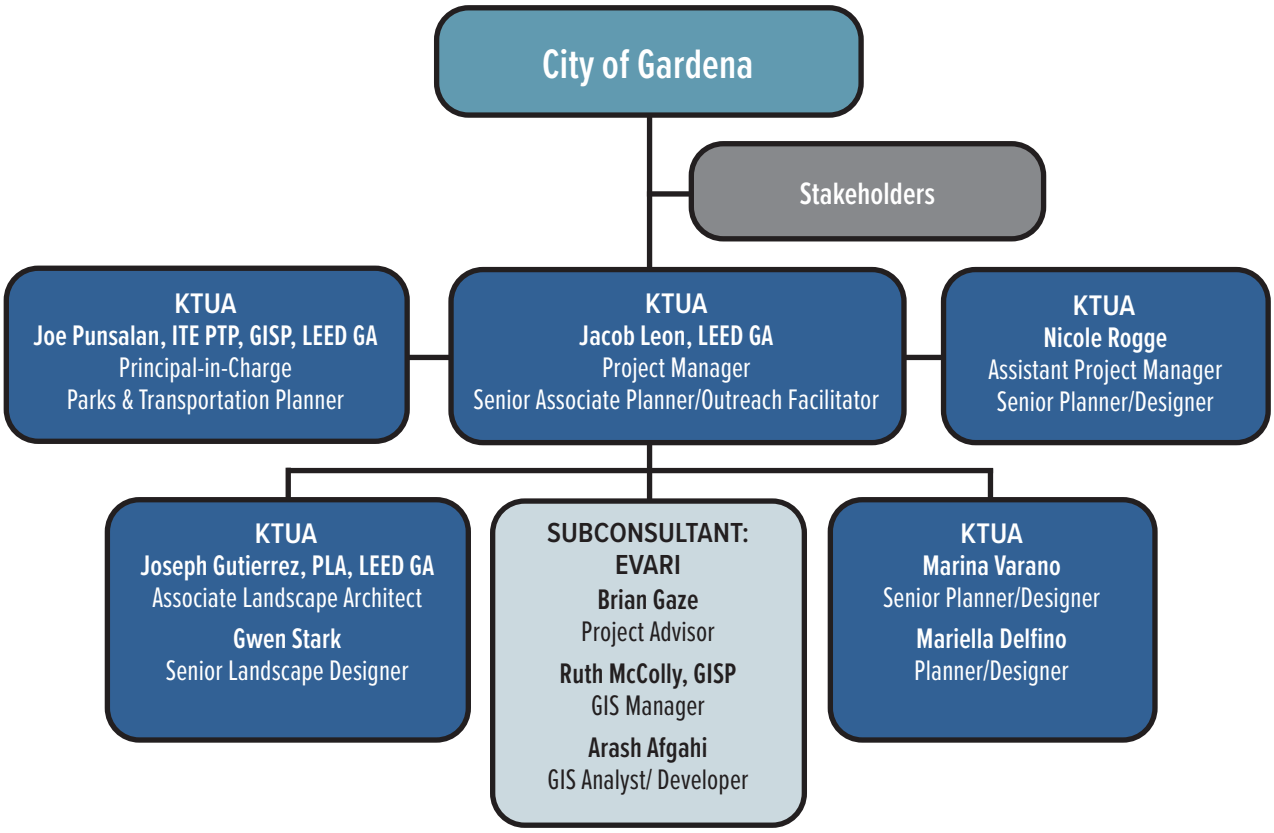
Following an initial deep learning AI screening of existing location information, Evari deployed a field team to collect information to supplement the city's existing GIS inventory.

In support of the inventory, WebGIS-based project tracking dashboards were developed for the city and other stakeholders, including the ability to identify and elevate immediate maintenance needs via an automated reporting system.

To support analysis around determining underlit areas and subsequent community engagement efforts, Evari is developing a 3D GIS-based digital twin of the roadway lighting environment, complete with supporting information for decision-making including: collision history, pedestrian crosswalk locations, bicycle facility information, roadway data, school walkshed areas, and environmentally sensitive habitats.

The resulting dataset will be incorporated into project GIS web applications, both internal and public-facing, and will not only quickly identify underlit areas citywide, but will illustrate locations where additional placement or fixture refinement (shielding, dimming, etc.) may be necessary to maximize energy savings, increase/decrease lighting to appropriate levels, or otherwise optimize fixture selection.

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STAFFING COMMITMENT: Key KTUA personnel are available for the duration of the project. Key staff will not be removed or replaced without the prior consent of the City of Gardena.

KTUA STAFFING PLAN

KTUA utilizes the Resource Planning module of Deltek VantagePoint for weekly staff scheduling, allowing us to accurately schedule staff resources with the appropriate experience to meet project deadlines. Staffing responsibilities include:

1. The assigned project manager is involved in the review of the scope, the preparation of the fee and the contract negotiation.
2. The project manager works with the client to develop and validate the overall goals and objectives of the project, as well as identify project issues, requirements, budgets, milestones, deadlines, and design parameters.
3. A project schedule is developed by the project manager indicating all submittals and review periods. The QC manager reviews the schedule to assure that adequate time has been allocated for implementation of the quality control process, including review and coordination of consultant work, and corrections and revisions identified in the QC process.
4. The KTUA policy is to assign a team of experienced professionals that stay with the project from concept through completion, ensuring seamless integration from one phase to the next.

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Joe Punsalan | Principal | Senior Parks and Transportation Planner

Joe Punsalan oversees KTUA's parks and active transportation planning practice for clients throughout California. He's been actively engaged in citywide park master plan projects and large-scale active transportation planning projects such as complete street plans and corridor studies, active transportation plans, vision zero, and first/last mile connectivity. He is responsible for scope development, data analysis, public engagement and facilitation of workshops, focus group and stakeholder meetings, report writing, grant writing and reporting, and staff and consultant team management. He has a background in GIS for mapping, research and analysis, and uses a simplified approach to displaying complex methodologies.

EDUCATION

- B.A., Geography, California State University, Sacramento

REGISTRATIONS

- ITE Professional Transportation Planner
- LEED Green Associate
- 2006 GISP, GIS Certification Institute #53646
- League of American Bicyclists League Certified Instructor #2005

AFFILIATIONS

- Association of Pedestrian and Bicycle Professionals, Student Outreach Chair, San Diego Chapter
- Rails to Trails Enhanced Bicycle Facilities Document Peer Review
- Mira Mesa Planning Group: Transportation Subcommittee Chair

AWARDS

- 2022 APA San Diego Award of Merit, Transportation Planning, Imperial County Transportation Commission Regional Active Transportation Plan
- 2020 ASLA San Diego Award of Merit; 2019 APA California, Comprehensive Plan Small Jurisdiction; 2019 APA Inland Empire Comprehensive Plan Small Jurisdiction, Award of Excellence, San Jacinto Trails Master Plan
- 2020 Circulate San Diego Healthy Community Award; APA San Diego Transportation Planning Award of Merit; City of National City INTRA-Connect Plan

CITY OF BELLFLOWER PARKS MASTER PLAN

Principal-in-Charge of the ongoing Bellflower Parks Master Plan. Will be responsible for overseeing the analysis and community engagement tasks as well as subconsultant and contract management. A key role will be engaging the community on park facility and programming to incorporate into the planning and recommendations process.

CITY OF MENIFEE PARKS MASTER PLAN

As Principal for the Menifee Parks Master Plan was involved in the park facility and programmatic recommendations for the final phases of the plan. A major task was the development of the trails component which included integrating active transportation and open space connections. Mapping, research and document development were additional tasks completed for project adoption.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Principal-in-Charge overseeing project tasks, client interaction, meeting facilitation, scope adjustments and budgeting. Day-to-day responsibilities include subconsultant coordination, project schedule, developing community engagement strategies, data collection and analysis for over 30 parks. As the project progresses, he will assist with trail alignment development, strategies, recommendations, and final plan development. His experience completing the City's Bicycle Master Plan and Dracaea Avenue Neighborhood Greenway project will be applied to the development of non-motorized access to parks and recreation facilities.

CITY OF PICO RIVERA URBAN GREENING PLAN

Project manager responsible for coordinating outreach events, subconsultant tasks and bikeway and pedestrian project development oversight. In charge of meeting and workshop material preparation, presentations, and stakeholder interviews. Responsible for keeping the project moving to meet the tight grant deadline requirement. Responsible for the design and feasibility analysis of pilot projects that integrate the active transportation network with groundwater infiltration and urban forestry.

CITY OF EL MONTE SIDEWALK INVENTORY AND REPAIR PROGRAM – WITH EVARI

Principal planner in charge of overseeing a citywide inventory and assessment of 300 lineal miles of the City's sidewalks, resulting in a web-based GIS application database of the city's sidewalk network. When completed, a final file geodatabase and inventory guidance for future collection will be used by the City to identify sidewalk infill priority projects.

ADDITIONAL EXPERIENCE

- City of Placentia Open Spaces and Urban Greening Plan
- City of Desert Hot Springs Parks Master Plan
- City of San Jacinto Trails Master Plan
- Cities of Bellflower and Paramount Active Transportation Plan

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Jacob Leon | Project Manager | Senior Associate Planner | Outreach Facilitator

Jacob Leon's project responsibilities entail project management, network and facility design, public outreach coordination and facilitation, technical drafting, and 3D modeling. He is an integral member of KTUA's planning and design team, raising public awareness of the benefits of thoughtful urban and landscape design, safe pedestrian and bicycle accessibility, and green infrastructure. His background in 3D modeling and graphic design allows him to produce effective digital and printed media to help communicate design concepts. His experience in mobility planning projects include active transportation plans and complete streets plans. His experience in landscape architecture includes feasibility studies, site analysis, and park design. His passion for the outdoors inspires him to advocate for holistic urban design.

EDUCATION

- Bachelor of Landscape Architecture, Cal Poly, San Luis Obispo

REGISTRATIONS

- 2014, LEED Green Associate

AFFILIATIONS

- American Society of Landscape Architects
- Association of Pedestrian and Bicycle Professionals

SPECIAL SKILLS

- Spanish Fluency

AWARDS

- 2022 APA Inland Empire Award of 2022 APA San Diego Award of Merit, Transportation Planning, Imperial County Transportation Commission Regional Active Transportation Plan
- 2022 APA Inland Empire Award of Merit, Transportation Planning, Ontario Recreation and Parks Master Plan
- 2022 APA Los Angeles Award of Merit, Comprehensive Plan - Small Jurisdiction, City of Montebello Parks Master Plan
- 2020 APA Inland Empire, Comprehensive Plan- Large Jurisdiction, Prado Regional Park Master Plan
- 2020 ASLA San Diego Award of Merit; 2019 APA California, Comprehensive Plan Small Jurisdiction; 2019 APA Inland Empire Comprehensive Plan Small Jurisdiction, Award of Excellence, San Jacinto Trails Master Plan

CITY OF BELLFLOWER PARK MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, community engagement, monitoring data collection and analyses, developing project recommendations, and delivering an implementable master plan. The Plan's major focus on community engagement allows Jacob to implement a wide variety of strategies to successfully engage the city's evolving demographics. Also responsible for managing subconsultants.

CITY OF WHITTIER PARKS MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, overseeing all community engagement, assisting with data collection and analyses, developing project recommendations, and designing a comprehensive document that summarizes all efforts. Jacob's Spanish-speaking proficiency allows him to interact with the City's Hispanic/Latino population to ensure thorough community engagement. Also responsible for managing all subconsultants.

CITY OF MOORPARK PARK MASTER PLAN

Project manager responsible for day-to-day tasks including client interaction, subconsultant management, community and stakeholder engagement, maintaining a successful project schedule, monitoring data collection and analysis for city-owned parks, developing project recommendations, and delivering a user-friendly and implementable master plan. The plan's major focus on community engagement allows Jacob to explore and implement a wide variety of strategies and tools to successfully engage the city's evolving demographics.

CITY OF ONTARIO PARKS MASTER PLAN

Project manager. Weekly tasks included communication between the client and project team members, managing a team of in-house GIS analysts and community outreach specialists, and maintaining project milestones on schedule. His extensive experience with community outreach helped the team and city navigate the COVID-19 pandemic by developing an alternative outreach strategy plan that included the use of online communication tools. Other responsibilities included assessing park and recreation facilities, determining suitable recommendations, and developing the final report for the master plan.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Project manager responsible for subconsultant management, client interaction, community and stakeholder engagement, maintaining a successful project schedule, monitoring data collection and analysis for over 30 city parks, developing project recommendations, and delivering a user-friendly and implementable master plan. Jacob's past experience with the City's Bicycle Master Plan and the Dracaea Avenue Neighborhood Greenway project provides valuable background information to successfully manage this master plan.

ADDITIONAL EXPERIENCE

- Port of San Diego Pepper Park Master Plan - Schematic Phase
- City of Montclair Parks Master Plan
- City of Placentia Open Spaces and Urban Greening Plan
- City of Oceanside Buccaneer Park Improvements

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Nicole Rogge | Assistant Project Manager | Senior Planner

Nicole Rogge is a Senior Planner at KTUA and focuses on park and recreation planning, graphic communication design, and facilitates community outreach. She has a special interest and background in art and graphic design and uses these skills to facilitate more effective communication about complex planning concepts with audiences. As a part of KTUA's planning team, she is the assistant project manager on several parks and recreation master plans. As the assistant project manager, she facilitates community outreach, conducts fieldwork, develops recommendations, and writes and designs final plan reports. She has wide variety of skills including Adobe Creative Suite, AutoCAD, Sketch-up, and GIS.

EDUCATION

- Bachelors in Urban Planning, University of Cincinnati

CITY OF BELLFLOWER PARK MASTER PLAN

Assistant project manager/senior planner. Conducted fieldwork inventory of existing park amenities and facilities. Assisted in facilitating project outreach and community engagement, and the creation of project outreach materials like the project website, flyers, maps, and interactive outreach activities for community workshops, pop-up events, neighborhood meetings, and stakeholder meetings. Performed population, amenities, and geographic level of service analysis of existing and future conditions of the park system and summarized findings in the project report.

CITY OF MENIFEE PARKS MASTER PLAN

Planner, assisted with project support. Assisted in the creation and management of GIS data to facilitate analysis and provided document and map development support. Assisted the project team in community outreach facilitation. The Menifee Parks Master Plan scope included population analysis, a summary of recreational assets and amenities, and other site conditions that affected the development of the master plan. The Analysis included population-based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups. The Master Plan identified necessary changes in programs, parks or amenities, and the potential for new parks or new amenities within existing parks.

CITY OF MONTCLAIR PARKS MASTER PLAN

Planner, assisted with project support. Assisted in the development of outreach materials as well as participated in community outreach events. Assisted in the creation and management of GIS data to facilitate analysis and provide document and map development support. The PMP included an inventory of recreational assets and amenities. The analysis included population-based standards for parks per 1,000 population and geographic distribution given walk times and demographic centers for different age groups.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Assistant project manager/planner responsible for data acquisition and management of existing parks and park facilities and amenities. Also assisted at community outreach events and stakeholder meetings. Created community survey questions to gather community feedback on existing parks and facilities and the future wants and desires of residents. Developed project branding to be used throughout community outreach and final report.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES AND TRAILS MASTER PLAN

Assistant project manager/planner. Assisted in conducting fieldwork inventory of existing park facilities and amenities to understand existing and future conditions of the City's park amenities. Also conducted a geographic, amenity, and park acreage level of service analysis to analyze how the existing park system is serving the residents. Created project branding to establish project identity to be used throughout the community engagement process and final report. Also assisted in conducting community engagement through workshop events and stakeholder meetings

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Josef Gutierrez | Associate Landscape Architect

Josef Gutierrez is passionate about creating meaningful outdoor spaces for people. Over the last nine years in the landscape architecture field, Josef has experience working on a variety of project types, including public parks, early education campuses, hospital environments, and housing. He particularly enjoys the collaborative process of design, from working with the client and the design disciplines, doing community outreach, to problem solving in the field with the construction team. Ultimately, Josef brings creative ideas and effective design communication to each project in order to create places that people enjoy.

EDUCATION

- M. Landscape Architecture, Kansas State University

REGISTRATIONS

- 2014 LEED Green Associate
- CA PLA 6513, exp. 4/2023

AFFILIATIONS

- American Society of Landscape Architects

AWARDS

- 2023 AIA San Diego, Architecture Honor Award, Mira Mesa High School Whole Site Modernization and Music Building
- 2022 APWA San Diego Honor Award, Parks, North Park Mini-Park
- 2021 APWA (Structures $6-$25M)
  Honor Award, San Diego City College Early Education Center

PORT OF SAN DIEGO PEPPER PARK MASTER PLAN - SCHEMATIC DESIGN PHASE

Landscape architect, assisted with the schematic design for the park. Project involvement included working with the design team to develop the site design of the park as well as the schematic design deliverable. Design deliverables work include the hardscape, furnishings, and planting plans plus formatting. Creative care was also made towards maintaining community and city requested park programming while keeping within budget.

CITY OF PALMDALE SAM YELLEN PARK

Project manager/senior designer. Facilitated two workshops with the City of Palmdale to develop a master plan design for the park. Landscape Master Plan, CUP and Construction Documents for development of Park. Park elements include: multi-use lawn area, community center, parking lot, futsal courts, trails, fitness stations, picnic areas.

CITY OF LA MESA MACARTHUR PARK MASTER PLAN

Senior designer. The MacArthur Park Master Plan was developed to guide the City of La Mesa as it implements a new vision for the park. Assisted with developing landscape site design concepts, public workshops, and final documents.

CITY OF SAN DIEGO TAFT JOINT USE PARK

Project manager/senior designer for the City of San Diego joint use park at Taft Middle School. The project develops 4.75 acres of the school's existing multi-use field to be accessible to both the school and community. Project responsibilities include: day-to-day coordination with client/subconsultants, project submittal to DSA (Division of the State Architect), preparing and developing site concept, and preparation of construction documents.

CITY OF CHULA VISTA OTAY RANCH GROVE PARK

Project manager/senior designer currently working with the City of Chula Vista and Baldwin & Sons on the preparation of a new 7.2-acre park site in Otay Ranch Village 2. Responsibilities include facilitating community workshops, developing/refining a conceptual plan and preparing construction documents. The park amenities include a multipurpose field, two basketball courts, two lighted tennis courts, a restroom/maintenance building, shaded picnic seating areas, open lawn areas, site furnishings and shaded play structures for children of different ages and abilities. Project scope also included project theming, cost estimating, bid support and support throughout construction.

CITY OF SAN DIEGO OLIVE STREET PARK

Project manager/senior designer for the preparation of a General Development Plan for Olive Street Park, a 0.6-acre pocket park in the Bankers Hill community of San Diego. Helped conduct workshops with city staff, community stakeholders and the mayor's office to develop the park amenities and design concepts. Park elements include: a small turf area, children's play area, seating, walkways, adult exercise equipment, low stone walls, entry trellis, passive park amenities, drought tolerant landscaping, and an overlook into the neighboring Maple Canyon. With few nearby park options, this quiet neighborhood park will provide neighbors with an outdoor green space within walking distance.

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Gwen Stark | Senior Landscape Designer

Gwen Stark, senior landscape designer, recently joined KTUA. She is passionate about how the landscape can make positive impacts on communities and improve the environment for people and habitats. She is skilled in using Adobe Creative Suites, AutoCAD, ArcGIS, Rhino and Lumion as well as hand drawing and physical 3D modeling. She is a recent graduate and holds a B.S. in Landscape Architecture, with an Inequality Studies minor, from Cornell University. Through her past internships and college career, Gwen brings a lot of experience working with the general public. She will be a valuable asset when our team is asked to participate in community outreach events to help facilitate conversations and generate design ideas to enhance communities.

EDUCATION

- B.S. Landscape Architecture, Inequality Studies Minor, Cornell University, 2020

CITY OF CHULA VISTA EUCALYPTUS PARK

Senior designer supported the design development and construction document preparation for the park improvements. Designed the project logo and developed the master plan and illustrative sections. Brought a keen eye for detail to the team and ensures that design documents are prepared with a very high degree of accuracy and clarity.

CITY OF OCEANSIDE BUCCANEER PARK

Landscape designer, assisted with preparing graphic boards and Schematic Design documents. The schematic design included a circulation, lighting, and planting layouts.

PORT OF SAN DIEGO CHULA VISTA BAYFRONT SWEETWATER PARK

Design and production support role. Responsibilities included design and layout of interpretive graphic signs; planting design and layout; and hardscape construction and furnishing plan production.

PHELAN COMMUNITY PARK

Landscape designer assisted with Public Outreach Meeting for Phelan Schematic Design, preparing graphic boards and collect meeting comments and survey data.

GROSSMONT COMMUNITY COLLEGE MASTER PLAN UPDATE

Landscape designer providing design and production support. KTUA project scope included recommendations for new campus-wide circulation, access, and open space improvements including new campus gateways, vehicular/pedestrian circulation, quads/plazas, and outdoor classrooms.

COUNTY OF SAN DIEGO EAST CRISIS STABILIZATION UNIT

Landscape designer assisted with preparation of Preliminary Design for site landscape improvements including hardscape paving and furnishings, landscape planting.

SWEETWATER UNION HIGH SCHOOL DISTRICT MAR VISTA HIGH SCHOOL AQUATICS

Landscape designer. Designed the logo that was sand-blasted into the concrete at the entry of the new aquatic center. Based on the school's logo, the concrete design was created to show up clearly as students walk into the new facility to promote school spirit.

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Marina Varano | Senior Planner/Designer

Marina Varano recently completed her Master's in City and Regional Planning from Cal Poly, San Luis Obispo and holds a B.S. in Environmental Studies from the University of California, Santa Barbara. While in graduate school, Marina worked for the City of San Luis Obispo's Office of Sustainability & Natural Resources, where she contributed to climate action planning and implementation, as well as open space conservation planning projects. Prior to attending graduate school, Marina spent six years working in the environmental non-profit sector for local organizations like I Love a Clean San Diego and the San Diego River Park Foundation. Her work in the non-profit sector focused on community engagement, environmental education, event planning, volunteer coordination, and project management for a range of local environmental issues and opportunities.

EDUCATION

- Master of City & Regional Planning, Cal Poly, San Luis Obispo (2023)
- B.S. in Environmental Studies with a minor in Earth Science, University of California, Santa Barbara (2016)

AFFILIATIONS

- American Planning Association

CITY OF BELLFLOWER PARKS MASTER PLAN

Senior Planner. Key responsibilities include data acquisition and management of existing parks and park facilities and amenities; analysis of parks and recreation facilities to determine needs, areas of improvement, and to develop recommendations; and community engagement to collect feedback on the project.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Senior Planner. Key responsibilities include conducting background research, policy review, and demographic analysis for the City of Desert Hot Springs to document community characteristics and standing City policies. Assisting with the synthesis of existing conditions analysis and community input to develop goals and recommendations for Desert Hot Springs.

CITY OF MORENO VALLEY PARKS MASTER PLAN

Senior Planner. Key responsibilities include conducting community outreach, developing plan goals, and assisting with final document writing, editing, and graphic design.

CITY OF MOORPARK PARKS MASTER PLAN

Senior Planner. Key responsibilities include data acquisition and management of existing parks and park facilities and amenities; analysis of parks and recreation facilities to determine needs, areas of improvement, and to develop recommendations; and community engagement to collect feedback on the project.

ISLA VISTA COMMUNITY MOBILITY PLAN

Senior Planner. Assisted with technical writing and document editing to support the development of the final Isla Vista Community Mobility Plan.

CITY OF ARROYO GRANDE ACTIVE TRANSPORTATION PLAN

Senior Planner. Conducted background research, policy review, and demographic analysis for the City of Arroyo Grande to document community characteristics and standing City policies.

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Mariella Delfino

Mariella Delfino recently joined KTUA as a Planner/Designer. Her passion for Landscape Architecture derives from her upbringing. Growing up in a tricultural background allows her to see the world of design, environment, and social issues through different lenses. She is committed to using Landscape Architecture as a tool to fundamentally address change with social and environmental issues for different communities and cultures. She recently graduated from California Polytechnic State University - San Luis Obispo, earning her Bachelor's Degree in Landscape Architecture.

EDUCATION

- B. Landscape Architecture, California Polytechnic State University - San Luis Obispo

CITY OF MENIFEE PARKS MASTER PLAN

Project planner providing support for the parks master plan. Developed workshop graphics and assisted at community engagement activities.

CITY OF MORENO VALLEY PARKS, COMMUNITY SERVICES & TRAILS MASTER PLAN

Designer/planner. Key responsibilities included assisting with graphic design and support on the Community Services and Trails Master Plan document. Participated in initial collaboration with the whole team for gathering park data and analysis between 30 parks. Participated in community outreach events to collect community feedback on the project.

PORT OF SAN DIEGO PEPPER PARK MASTER PLAN

Project planner providing support for the expansion of Pepper Park from 2 acres to nearly 3.2 acres. Pepper Park is located on the San Diego Bay in National City and is part of the greater plan from the city to provide beach front park space.

CITY OF DESERT HOT SPRINGS PARKS MASTER PLAN

Designer/planner. Key responsibilities included assisting with graphic design and support on the Park Master Plan document. Participated in initial collaboration with the whole team for gathering park data and analysis on all the parks. Participated in community outreach events to collect community feedback on the project.

CITY OF MENIFEE COMPLETE STREETS PLAN

Planner/designer. Responsible for the project's graphic branding which included the development of a project logo and community outreach materials. Assisted with outreach materials and Spanish translation.

CALTRANS NATIONAL CITY CLEAN PROGRAM - EASTSIDE, NATIONAL CITY, CA

Project planner providing support for the Caltrans Clean Program. Assisting team in the facilitation of public input and the development of 30% schematic plans for the proposed multi-purpose path and community plaza.

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EVARI GIS Consulting

BRIAN GAZE, AICP
Project Advisor

EDUCATION

Master of City Planning, San Diego State University (2007)
B.A. Communication, UC San Diego (1999)

LICENSES/REGISTRATIONS

American Institute of Certified Planners

YEARS OF EXPERIENCE

16

Brian Gaze, AICP has over sixteen years of experience in the environmental, land use and transportation planning field, with an emphasis on using GIS to support planning in disadvantaged communities. His areas of expertise include public-facing WebGIS websites and dashboards, disadvantaged communities mapping, grant-writing for master planning efforts, and communicating the spatial relationships between complex disparate datasets.

Since joining the firm as Evari's Director in 2019, he has grown the firm's planning portfolio to include several ArcGIS Hub and Experience Builder websites for a mix of municipal, utility, corporate, and nonprofit clients, including equity analyses in support of RHNA housing and transportation policy changes, and web-based Vision Zero dashboards designed to inform diverse, non-technical stakeholders of the relationship between transportation networks and the communities they serve.

A graduate of both UC San Diego and San Diego State, he has managed Evari's recent projects for both the San Diego Housing Commission and San Diego County Foodbank, and maintains Evari's long-standing partnership with Pacific Gas and Electric (PG&E).

RELEVANT EXPERIENCE

CITY OF EL MONTE VISION ZERO ACTION PLAN SIDEWALK INVENTORY AND REPAIR PROGRAM - PROJECT DIRECTOR (2019 - PRESENT)
Evari surveyed 300 miles of sidewalk in the City of El Monte, CA. to facilitate the implementation of the City of El Monte's Vision Zero Action Plan (VZAP), which addresses multiple public-facing infrastructure challenges to reduce traffic accidents involving pedestrians and cyclists. Following the initial sidewalk survey, Evari was contracted to continue providing GIS services for the City of El Monte, analyzing collision data, identifying related public safety hazards and developing an approach for implementing appropriate countermeasures. Through the creation of collision heat maps, project dashboards and online web maps, Evari provided conceptual GIS visualizations illustrating "hot spot" locations for proposed safety programs. In addition, Evari's custom dashboards provided project stakeholders with a comprehensive summary of data collected throughout the development of the Vision Zero Action Plan, enabling their ability to communicate high-level project information. Evari provided recommendations based upon research for similar projects and programs across the country, as well as an analysis of effective measures already implemented, through a cost-benefit assessment.

LED STREETLIGHT UPGRADE PROGRAM, PACIFIC GAS & ELECTRIC (PG&E), CALIFORNIA, PROJECT DIRECTOR (2019 - PRESENT)
Brian serves as the Project Director on all streetlight inventories and LED Installation Projects across the PG&E service area. He has worked with PG&E staff to identify areas of need, coordinate with municipal governments to standardize data submission requirements, designed and implemented field audit and LED Installation system, trained installation contractors to use GIS app to update as-builts, and updated billing files with collected data.

CITY OF PHILADELPHIA STREETLIGHT INVENTORY, PHILADELPHIA, PA, PROJECT DIRECTOR, (2021-2023)
Brian served as the Project Director for this project, which involved inventorying over 130,000 fixtures citywide throughout the City of Philadelphia. In addition to the inventory effort, Brian led Evari's role in the community engagement aspect of the project, including a trial installation effort at 15 locations citywide, which solicited feedback from community members, developed priority locations for implementation based the City's Vision Zero High Injury Network, and identified communities of concern slated for additional "boosting" of light levels. Following a successful audit and design phases, the project is scheduled to begin construction in 2023.

SAN DIEGO HOUSING COMMISSION UTILITY VACANCY ANALYSIS (2020-20211)
Evari was the GIS analyst for this project that examined extensive billing histories, electric and gas utility usage, and property records to attempt to quantify the percentage and location of vacant units in the City of San Diego. The effort involved geolocating of several million utility records and developing a typical usage pattern for each service point, then conducting a regression analysis to identify extended periods of exceptionally low usage. The results were plotted on a WebGIS exhibit, along with detailed methodology documentation and summary reporting. Findings were then shared with the San Diego Housing Commission and local elected officials for policy recommendations.

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EVARI GIS Consulting

RUTH MCCOLLY, GISP

GIS Manager

EDUCATION

- M.S.--Geographic Information Systems, Arizona State University
- B.S.--Anthropology, University of Idaho

LICENSES/REGISTRATIONS

- GISP--GIS Certification Institute (GISCI) (#64711)

YEARS OF EXPERIENCE

17

Ruth is our Director of Operations at Evari. She holds a Master's Degree in Geographic Information Systems from Arizona State University, and a Bachelor's Degree in Anthropology from the University of Idaho. Ruth brings with her 17 years of industry experience, specializing in GIS lifecycle planning and practical problem-solving. Ruth has assisted both private and public sector clients in implementing GIS solutions. Her projects ranged from CAD conversion and asset management implementation to full ArcGIS Enterprise implementations and custom built web mapping applications.

* Project was completed while at another firm

RELEVANT EXPERIENCE

CITY OF SANTA ANA, CA – STREETLIGHT MASTER PLAN, PROJECT DIRECTOR
As the ongoing Project Director for Santa Ana's streetlight inventory, Ruth's role involves overseeing project timelines, managing a team of field technicians, and ensuring the project enhances the city's GIS inventory. She directs the deployment of a field team, employing the ESRI Field Maps application for accurate data collection and streetlight photography. Additionally, Ruth supervises the development of web-based GIS tools and project monitoring. Evari, under her leadership, will deliver digital files in required formats, including GIS and Excel, and collaborate on integrating data into the city's systems. Ruth is also responsible for crafting the comprehensive Executive Summary document summarizing citywide streetlight information and thematic exhibits tailored to the city's needs.

CITY OF SHELTON, WA – FULL-LIFE-CYCLE GIS SUPPORT, GIS ANALYST
Ruth supported the City of Shelton, Washington, with a variety of GIS tasks and projects. Her responsibilities included conducting a GIS needs assessment for the City and developing a GIS plan for the next few years. Ruth identified that ArcGIS Online would meet their specific requirements around internal data sharing and access, as well as publishing data for the public. She successfully created an internal web application for the city that contained their utility assets. Additionally, Ms. McColly provided assistance in setting up web maps for use in Field Maps for their Public Works crew to conduct field data collection.*

CITY OF PULLMAN, WA – ENTERPRISE GIS IMPLEMENTATION AND PARCEL CREATION, GIS ANALYST
Building on a five-year Strategic Plan that FLO did for the city in 2015, Ruth managed the digital parcel creation for the city, converted their utility data from AutoCAD to GIS, created a city GIS cemetery mapping application, assisted in the implementation of ArcGIS Enterprise.*

NEWCASTLE, WA – FULL-LIFE-CYCLE GIS SUPPORT, GIS ANALYST
Ruth supported the City of Newcastle with a variety of GIS tasks including ArcGIS Enterprise implementation and support, Cartegraph support as it relates to their GIS data, setting up their Open Data Portal page, and quarterly GIS trainings/meetings held to review the current state of GIS projects/tasks at the city.*

LAKE WHATCOM STORMWATER UTILITY DISTRICT – STORMWATER FEE ROLL GENERATION, GIS ANALYST
Ruth supported the implementation of a Phase 2 improvement process, aimed at streamlining the generation of the Birch Bay Watershed and Aquatic Resources Management District stormwater fee roll. Ruth then employed the newly developed analytical methods and geospatial techniques to generate the 2019 fee roll. Ruth also developed the fee roll calculation process for the Lake Whatcom Stormwater Utility District. This process was then implemented for the 2020 fee roll.*

CITY OF MUKILTEO – 3D ROOF FORM EXTRACTION AND VISUALIZATION, GIS ANALYST
Ruth developed a workflow and successfully generated 3D building images with textures for the entire City of Mukilteo, creating a product that looked realistic and was GIS accurate.*

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EVARI GIS Consulting

ARASH AFGHAHI

GIS Analyst/Developer

EDUCATION

- B.S.--Geography and Environmental Planning, Towson University (2019)

LICENSES/REGISTRATIONS

- FAA Remote Pilot License
- OSHA Hazardous Waste and Operations Certification

YEARS OF EXPERIENCE

3

Arash Afghahi has cultivated a wealth of valuable GIS experience, particularly in the realm of field data collection and management, with a focus on supporting critical areas such as stormwater management, water resource protection, and utility infrastructure. His proficiency in GIS led him to become an integral part of the Operations Team in 2022, where he has made significant contributions to various facets of the company's operations. Arash's role encompasses a wide range of responsibilities, including quality assurance and quality control (QA/QC) activities, the adept management and analysis of spatial data, and the effective oversight of project management tasks. Additionally, he has showcased his innovative mindset by actively seeking out new and improved approaches to enhance the efficiency and effectiveness of company processes, ultimately playing a pivotal role in advancing the organization's GIS capabilities and overall operational excellence.

RELEVANT EXPERIENCE

CITY OF EL MONTE, CA – SIDEWALK IMPROVEMENT WEB MAPPING, PROJECT MANAGER
Provided support in the development of a web-based GIS inspection tool to track the status of 25,000 sidewalk panel repairs with photo documentation. Arash provided on-site training to City staff to demonstrate the application's capabilities and functions. Arash continued to coordinate with city staff to ensure the inspection tool was tailored to meet client standards as best as possible.

CITY OF SANTA ANA, CA – STREETLIGHT MASTER PLAN, PROJECT MANAGER
Arash currently manages a 16,000+ streetlight inventory for Clanton & Associates in the ongoing Santa Ana City Streetlight Master Planning project. He leads a field team, designs training materials, and develops web apps for efficient data collection. Arash also supervises desktop technicians to ensure top-notch data quality. He creates web apps for city staff to track project progress and hazardous streetlights. Additionally, he is integral in developing a digital model of the city's streetlight system for informed decision-making.

CITY OF OSWEGO, NY – STREETLIGHT INVENTORY, PROJECT MANAGER
Managed the audit of over 3,000 streetlights in the city of Oswego, NY to be used for a city-wide LED conversion. Arash had to develop a reconciliation system to match source streetlight data without location data to each streetlight found in the field which allowed the client to effectively gather necessary information to execute an LED conversion. Arash also developed the system architecture, worked closely with the client to develop a project boundary and scope, and managed the QA/QC process using ArcGIS Desktop. Arash's comprehensive contributions underscored his commitment to delivering accurate and actionable insights for urban development projects.

CITY OF COALINGA, CA – STREETLIGHT INVENTORY, GIS ANALYST
Acted in a support role for the audit of 1,500+ streetlights in the cities of Coalinga, Huron, and Avenal. Assisted in the setup of the project system architecture, QA/QC workflow, and a lighting inventory web app. Arash was hands-on in the field collection using ESRI's Collector for ArcGIS app to audit streetlights in the City of Coalinga as well as management of other field technicians' day-to-day operations.

CITY OF BOSTON, MA – STREETLIGHT INVENTORY, GIS ANALYST
In his role as a GIS Analyst for the City of Boston's streetlight inventory project, Arash undertook crucial responsibilities to facilitate the city's transition to energy-efficient LED lighting on a city-wide scale. Managing the audit data for a substantial inventory of over 80,000 streetlights, Arash ensured the accuracy and reliability of the data, which formed the foundation of this ambitious project. Beyond data management, he also played a key role in project scope correction, ensuring that the initiative remained aligned with its defined goals and objectives. Moreover, Arash actively engaged with city staff, participating in meetings to review project scope and provide essential project updates.

CITY OF PHILADELPHIA, PA – STREETLIGHT AUDIT, GIS ANALYST
Arash, as a GIS Analyst at Ameresco for the Philadelphia, PA Smart Lighting Project, played a pivotal role in managing data for over 125,000 streetlights earmarked for a city-wide LED conversion. His responsibilities included overseeing project scope correction and conducting rigorous QA/QC analysis of data collected by a team of more than 20 field auditors. Arash's attention to detail and expertise ensured that the