GARDENA CITY COUNCIL

Regular Meeting Notice and Agenda

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

Tuesday, May 27, 2025
Open Session 7:30 p.m.

TASHA CERDA, *Mayor*
RODNEY G. TANAKA, *Mayor Pro Tem*
MARK E. HENDERSON, *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*
LIZA KRANITZ, *Assistant City Attorney*
ROSEMARY KOO, *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**

   CITY ATTORNEY REPORT OUT OF CLOSED SESSION

3. **PLEDGE OF ALLEGIANCE**

   Jonathan Jordan
   Denker Avenue Elementary School

4. **INVOCATION**

   Joyce S. Watanabe
   Baha'i Faith

5. **PRESENTATIONS**

   5.A Boards & Commissions Presentation - Senior Citizens Commission

   5.B Certificate of Recognition to the Members of the City of Gardena Police Explorer Post #142 for their successes at the 2025 Battle of the Badges Explorer Competition held in Brea, California (***to be accepted by the Members of the City of Gardena Police Explorers Post #142***)
   Certificate Recognition- Gardena Police Explorers May 2025.pdf

   5.C Gardena Events Video Presentation

   5.D Certificate of Special Recognition of Retirement and Long-Time Service to the City of Gardena for Michael Saffell, Chief of Police for the Gardena Police Department- 32 years of service
   Reso of Commendation - Chief Michael Saffell 2025.pdf

6. **PROCLAMATIONS**

7. **APPOINTMENTS**

8. **CONSENT CALENDAR**

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

PUBLIC COMMENT ON CONSENT CALENDAR

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

8.B Approve Minutes:
Regular Meeting of the City Council, May 13, 2025
CONTACT: CITY CLERK
05132025 CC MEETING - FINAL.pdf

8.C Annual Lobbyist Report 2025
Lobbyist Report to Council - 5-27-2025 - FINAL.pdf

8.D Approval of Warrants/Payroll Register, May 27, 2025
CONTACT: ADMINISTRATIVE SERVICES
Warrant-Payroll Register 05-27-25.pdf

8.E Monthly Investment Portfolio, April 2025
CONTACT: ADMINISTRATIVE SERVICES
April 2025 Investment Report.pdf

8.F Personnel Report P-2025-9 05-27-25
CONTACT: ADMINISTRATIVE SERVICES
PERS RPT P-2025-9 5-27-25.pdf

8.G Bingo License Renewal for General William Stark Rosecrans VFW Post 3261, located at 1822 W. 162nd Street.
CONTACT: COMMUNITY DEVELOPMENT
General William Stark Rosecrans VFW Bingo License Renewal Application.pdf
Planning Division Comment Letter and Conditions.pdf
Gardena Police Dept. Comment Letter.pdf

8.H Appointment of a Representative to the Southbay Workforce Investment Board (SBWIB)
CONTACT: COMMUNITY DEVELOPMENT
SBWIB - GEBAC Nomination Request.pdf
SBWIB - GEBAC Nomination letter.pdf

8.I SECOND READING AND ADOPTION OF ORDINANCE NO. 1881 : Adopting a Military Equipment Use Policy of the City of Gardena, California Governing the Use of Military Equipment Pursuant to Assembly Bill 481
CONTACT: POLICE

AB 481 Text.pdf
AB 481 Ord 1881
2025 Military Equipment Policy.pdf
ATTACHMENT A to Military Equipment Policy_2025.pdf

8.J Approve Agreement with the Los Angeles County Metropolitan Transportation Authority for Measure R 20% Bus Operations Funding Program
CONTACT: TRANSPORTATION
Measure R 20% -MOU MEASRGAR_FY26-FY35.pdf

9. **EXCLUDED CONSENT CALENDAR**

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

10.A MAY 20, 2025 - ***Meeting Cancelled***
2025_05_20 CANCELLATION.pdf

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

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

12. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

12.A Presentation of the City of Gardena's Proposed Amended Budget for Fiscal Year 2025-2026

Staff Recommendation: Receive and File
Proposed Amended Budget FY 2025-2026.pdf

12.B PUBLIC HEARING: RESOLUTION NO. 6702: Consideration of Adopting a Resolution Regarding the Proposed Citywide User Fee Schedule and Proposed Facility Rental Fees

Staff Recommendation: Staff recommends that the City Council:
- Open the public hearing;
- Receive testimony from the public, allow three (3) minutes for each speaker
- Close the public hearing

Staff Recommendation for Motion:
- Adopt Resolution No. 6702

Resolution No. 6702 - Adopting New Fee Schedules.pdf
Exhibit A - Proposed User Fee Schedule.pdf
Exhibit B - Proposed Facility Rental Fees.pdf
Gardena Comprehensive User Fee Study.pdf
RCS - Gardena User Fee Study Presentation.pdf

13. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

13.A PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1882: Adding Chapter 9.72 (Vacant Registry Program) to Title 9 (Public Peace, Morals and Welfare) of the Gardena Municipal Code relating to properties that are vacant, abandoned or in foreclosure proceedings.
Environmental Consideration: Adoption of this ordinance does not qualify as a project per CEQA Guidelines section 15378 and is not subject to CEQA because there is no potential for any physical change in the environment. Even if CEQA were applicable, the adoption of this Ordinance would be exempt under CEQA Guidelines section 15061(b)(3) commonsense exemption as there is no possibility of any significant effect on the environment.

Staff respectfully recommends that the City Council:

1. Open the public hearing;
2. Receive testimony from the public, allowing three (3) minutes for each speaker; and
3. Close the public hearing.

Staff Recommendation for Motion:

1. Introduce Ordinance No. 1882;
2. Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
3. Direct staff to file a notice of exemption.

Staff Report - Vacancy Property Registry Program.pdf
A - ORDINANCE 1882.pdf

13.B PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1883: Amending the Gardena Municipal Code Chapter 18.13 relating to Accessory Dwelling Units and Junior Accessory Dwelling Units.
Environmental Consideration: Adoption of this ordinance is statutorily exempt from CEQA pursuant to Public Resources Code Section 21080.17 (local ordinances regulating construction of dwelling units and second units).

Staff Recommendation:

- Open the public hearing;
- Receive testimony from the public, allowing three (3) minutes for each speaker; and
- Close the public hearing.

Staff Recommendation for Motion:

- Introduce Ordinance No. 1883;
- Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
- Direct staff to file a notice of exemption.

City Council Staff Report - ADU Ordinance No. 1883
A - Planning Commission Resolution No. PC 7-25, Recommending Adoption of Ordinance No. 1883
B - Planning Commission Staff Report dated May 6, 2025
C - Ordinance No. 1883
D - Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1883

13.C PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1884: Amending the Gardena Municipal Code Chapters 18.04 (E Definitions), 18.12 (Single-Family Residential Zone (R-1)), 18.57 (Low Barrier Navigation Centers), and 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning Code), and Chapter 17.08 (Procedures and Standards of Title 17 (Subdivisions) to implement State Laws relating to housing.

Environmental Consideration: Adoption of this ordinance is exempt under the commonsense exemption of CEQA Guidelines sections 15061(b)(3) as it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant effect on the environment.

Staff Recommendation:

- Open the public hearing;
- Receive testimony from the public, allowing three (3) minutes for each speaker; and
- Close the public hearing.

Staff Recommendation for Motion:

- Introduce Ordinance No. 1884;
- Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
- Direct staff to file a notice of exemption.

City Council Staff Report SB9 Final.pdf
A - Planning Commission Resolution No. PC 8-25, Recommending Adoption of Ordinance No. 1884
B - Planning Commission Staff Report dated May 6, 2025.
C - Ordinance No. 1884
D - Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1884

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

14.A Request City Council's Approval of Employment Agreement promoting Deputy Police Chief Todd Fox, to Police Chief, effective June 6, 2025 through June 1, 2027; and Approval of the City of Gardena Classification and Compensation Plan, effective June 6, 2025.

Staff recommendations:

- Approve Employment Agreement promoting Deputy Police Chief, Todd Fox, to Police Chief, effective June 6, 2025 through June 1, 2027
- Approve the City of Gardena Classification and Compensation Plan, effective June 6, 2025

EMPLOYMENT AGREEMENT - Fox 06-06-2025.pdf
Classification and Compensation Schedule - eff. June 6 2025.pdf

15. DEPARTMENTAL ITEMS - POLICE

16. DEPARTMENTAL ITEMS - PUBLIC WORKS

16.A Approve Grant of Easements to Southern California Edison to Provide Electricity for Electric Vehicle Chargers at Arthur Johnson Park, Rowley Park and Police Department's Public Parking Lot on 162nd Street

Staff Recommendation: Approve Grant of Easements to Southern California Edison at Arthur Johnson Park, Rowley Park and Police Department's Public Parking Lot on 162nd Street
SCE Grant of Easement_Arthur Johnson Park.pdf
SCE Grant of Easement_Police Department Parking Lot on 162nd St.pdf
SCE Grant of Easement_Rowley Park.pdf

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

18. **DEPARTMENTAL ITEMS - TRANSPORTATION**

19. **COUNCIL ITEMS**

20. **COUNCIL DIRECTIVES**

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

22. **COUNCIL REMARKS**

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

23. **ANNOUNCEMENT(S)**

24. **REMEMBRANCES**

Mr. Jerome Dyson; 49 years old, beloved son of Recreation & Parks Commissioner Stephen Dyson.

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, June 10, 2025.

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

Dated this 23rd day of May 2025

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

Certificate of Recognition

presented to

City of Gardena

POLICE EXPLORERS

POST #142

in official acknowledgement of their outstanding

1st Place Victory

at the

2025 Battle of the Badges Explorer Competition

May 17, 2025, through May 18, 2025, in Brea, California

These commendable accomplishments are deserving of
public praise and recognition. Please accept the City's sincere congratulations!

~ Presented this 27th day of May, 2025 ~

Tasha Cerda
Mayor Tasha Cerda

Councilmember Rodney G. Tanaka

Mark E. Henderson
Councilmember Mark E. Henderson

Paulette C. Francis
Councilmember Paulette C. Francis

Wanda Love
Councilmember Wanda Love

RESOLUTION OF COMMENDATION

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

WHEREAS, since his initial employment with the City of Gardena on the first day of November 1993, Michael Saffell has served this community with exemplary devotion throughout his years of service ending with his well-deserved position as Chief of Police for the City of Gardena as of the twenty-sixth day of November 2019; and

WHEREAS, upon Chief Saffell's announcement of his official retirement to be effective the fifth day of June 2025, this action was acknowledged with sincere reluctance and at the same time with immense gratitude by the officials, employees, and citizens of this City which he has led professionally and for so many years; and

WHEREAS, the positions **Michael Saffell** has held throughout his 32 years of service to the City are, as follows:

POLICE SERVICE OFFICER	*	November 1, 1993 – December 28, 1994;
POLICE OFFICER TRAINEE	*	December 29, 1994 – May 24, 1995;
POLICE OFFICER	*	May 25, 1995 – September 1, 2001;
POLICE SERGEANT	*	September 2, 2001 – September 20, 2006;
POLICE LIEUTENANT	*	September 21, 2006 – May 5, 2018;
POLICE CAPTAIN	*	May 6, 2018 – September 11, 2019;
DEPUTY CHIEF OF POLICE	*	September 12, 2019 – October 16, 2019;
INTERIM CHIEF OF POLICE	*	October 17, 2019 – November 25, 2019;
CHIEF OF POLICE	*	**November 26, 2019 – June 05, 2025;**

NOW, THEREFORE, WE, THE MAYOR AND MEMBERS OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, hereby present this resolution and highly commend

CHIEF MICHAEL SAFFELL

for his long-time and steadfast service to the City and, on behalf of its officials, employees, and citizens, he is hereby extended deep and sincere appreciation for his tremendous efforts and unquestionable love for Gardena, together with personal expressions of gratitude for good health, much happiness, and best wishes for a rich and fulfilling retirement.

This Resolution of Commendation is officially presented at the City of Gardena, California, this twenty-seventh day of May 2025.

Mayor Tasha Cerda

Councilmember Rodney G. Tanaka

Councilmember Mark E. Henderson

Councilmember Paulette C. Francis

Councilmember Wanda Love

MINUTES
Regular Meeting Notice
Gardena City Council
Tuesday, May 13, 2025

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:02 PM on Tuesday, May 13, 2025, in the Council Chamber at City Hall 1700 West 162nd Street, Gardena, California; Mayor Pro Tem Rodney G. Tanaka presiding.

1. **ROLL CALL**

Present: Mayor Pro Tem Rodney G.Tanaka; Council Member Mark E. Henderson; Council Member Paulette C. Francis; and Council Member Wanda Love. Other City Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Treasurer Guy H. Mato. City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. It was noted for the record that Mayor Tasha Cerda was running a few minutes late.

PUBLIC COMMENT ON CLOSED SESSION

2. **CLOSED SESSION**

2.A CONFERENCE WITH LABOR NEGOTIATORS
Government Code Section 54957.6
Agency Designated Representative: Clint Osorio, City Manager
Employee Organizations:

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

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

Mayor Cerda reconvened the meeting to the Regular Open Session at 8:30p.m., and the City Clerk noted the return of all Council Members, who were present at the meeting, including Mayor Cerda. When City Attorney Vasquez was asked if there was any reportable action from Closed Session, she reported that all Members of the Council were present; staff was given direction but no reportable action was taken.

3. **PLEDGE OF ALLEGIANCE**

Joshua Cole and Dezmond Reyes, both in the 8th grade at Maria Regina School. Joshua is a respectful, well-behaved, and motivated student. He is always willing to go the extra mile to be successful in his academics. He is the Treasurer of the Student Council and plays in the school's varsity football and basketball teams. Joshua is a student leader among his peers and aspires to be a music producer. Dezmond is a mannerly, pleasant, and dedicated student and strives for excellence in his studies. He is the President of the Student Council and serves as a cantor for Second Friday School masses. Dezmond is a student leader among his peers and aspires to be a pastor, a boxer, a lawyer, or a writer.

4. **INVOCATION**

Mayor Pro Tem Rodney G. Tanaka led us in the Invocation.

5. **PRESENTATIONS**

5.A Lexipol Policy Award 2024 – ***was presented by Theresa Maza; Deputy Chief Todd Fox accepted the award, spoke and thanked Council***

5.B Gardena Events Video Presentation

6. **PROCLAMATIONS**

6.A "Older Americans Month" - May 2025 – **was *proclaimed only***

6.B Asian American Native Hawaiian Pacific Islander Heritage Month - ***was proclaimed only***

6.C 56th Annual Professional Municipal Clerk's Week - May 4-10, 2025 – ***was accepted by City Clerk Mina Semenza***

6.D Public Works Week - May 18-24, 2025 – ***was accepted by Public Works Director Allan Rigg***

6.E Cinco de Mayo Celebration Day - May 5, 2025 – ***was accepted by the Cinco de Mayo Committee***

7. **APPOINTMENTS**

7.A Council Appointments to Commissions, Committees, Councils and Boards (Appointees to be Ratified and Sworn in)

Gardena Economic Business Advisory Commission (GEBAC) - Paul G. Giuliano - ***was appointed by Mayor Tasha Cerda***

It was moved by Mayor Cerda, seconded by Council Mayor Pro Tem Tanaka and carried by the following roll call vote to Appoint Mr. Paul G. Giuiliano to the Gardena Economic Business Advisory Commission (GEBAC):

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

City Clerk Semenza then administered the Oath to Mr. Giuliano, and appropriate photos were taken.

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, April 8, 2025
CONTACT: CITY CLERK

8.C Receive and File Minutes:
Planning and Environmental Quality Commission April 1, 2025
CONTACT: COMMUNITY DEVELOPMENT

8.D Approval of Warrants/Payroll Register, April 22, 2025
CONTACT: ADMINISTRATIVE SERVICES

April 22, 2025: Wire Transfer: 12954-12970, Prepay: 180214; Check Numbers: 180215-180367 for Total Warrants issued in the amount of $2,706,480.27; Total Payroll Issued for April 18, 2025: $2,468,844.81

8.E Approval of Warrants/Payroll Register, May 13, 2025
CONTACT: ADMINISTRATIVE SERVICES

May 13, 2025: Wire Transfer: 12971-12985, Prepay: 180368-180385; Check Numbers: 180386-180606 for Total Warrants issued in the amount of $3,677,952.11; Total Payroll Issued for May 2, 2025: $2,004,368.37

8.F Monthly Investment Portfolio, March 2025
CONTACT: ADMINISTRATIVE SERVICES

8.G Personnel Report P-2025-8 05-13-25
CONTACT: ADMINISTRATIVE SERVICES

8.H Approval of Carnival Permit for St. Anthony of Padua Catholic Church to be Held May 16th through May 19, 2025, at 1050 West 163rd Street, Gardena, CA 90247
CONTACT: COMMUNITY DEVELOPMENT

8.I RESOLUTION NO. 6701: Adopting a list of projects for Fiscal Year 2025- 2026 funded by SB1: The Road Repair and Accountability Act of 2017
CONTACT: PUBLIC WORKS

It was moved by Council Member Henderson, seconded by Mayor Pro Tem Tanaka and carried by the following roll call vote to Approve the Consent Calendar with the exception of Items 8.I:

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

9. **EXCLUDED CONSENT CALENDAR**

8.I PUBLIC WORKS: RESOLUTION NO. 6701: Adopting a list of projects for Fiscal Year 2025- 2026 funded by SB1: The Road Repair and Accountability Act of 2017 – ***Item pulled by Council Member Francis***

Questions and comments were made by Council Member Francis. Director of Public Works Allan Rigg answered all questions.

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

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

10. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

10.A APRIL 15, 2025 - ***Meeting Cancelled***

10.B MAY 6, 2025, MEETING
CONDITIONAL USE PERMIT #1-25, ENVIRONMENTAL ASSESSMENT #1-25
The Planning Commission reviewed a request for a conditional use permit, per section 18.32.030.B of the Gardena Municipal Code, to operate an indoor batting cage within an existing 5,677- square-foot warehouse located in the Industrial (M-1) zone. The request also seeks approval to count street parking toward the facility's required parking per Section 18.40.080.B.3 of the Gardena Municipal Code. Project Location: 18008 Halldale Avenue
Project Applicant: Peter Girgis (Maximize Athletic Performance)
Commission Action: The Planning Commission approved Resolution No. PC 6-25, by a vote of 5-0, approving Conditional Use Permit #1-25, and directed staff to file a Notice of Exemption.

City of Council Action: Received and file OR call for review which requires two votes from City Council – ***Council Member Francis Called for Review***

10.C MAY 6, 2025, MEETING
ZONE TEXT AMENDMENT #1-25 (ORDINANCE NO. 1883)
The Planning Commission considered a recommendation to the City Council on the adoption of Ordinance No. 1883 amending the Gardena Municipal Code Chapter 18.13 relating to Accessory Dwelling Units and Junior Accessory Dwelling Units.
Project Location: Citywide
Project Application: City of Gardena
Commission Action: The Planning Commission approved Resolution No. PC 7-25, by a vote of 4-1, approving Zone Text Amendment #1-25 recommending that the City Council adopt Ordinance No. 1883.

City Council Action: No action needed. This item will be brought forth to the Council for review at a City Council meeting on May 27th, 2025.

10.D MAY 6, 2025, MEETING

ZONE TEXT AMENDMENT #2-25 (ORDIANCE NO. 1884)

The Planning Commission considered a recommendation to the City Council on the adoption of Ordinance No. 1884 amending the Gardena Municipal Code Chapter 18.12, and 18.76 of Title 18, Zoning Code, of the Gardena Municipal Code, Chapter 17.08 of Title 17, Subdivision to implement State Laws relating to housing.

Project Location: Citywide

Project Applicant: City of Gardena

Commission Action: The Planning Commission approved Resolution No. PC 7-25, by a vote of 4-1, approving Zone Text Amendment #2-25 recommending that the City Council adopt Ordinance No. 1884.

City Council Action: No action needed. This item will be brought forth to the Council for review at a City Council meeting on May 27th, 2025.

11. ORAL COMMUNICATIONS

1) Travis Hernandez, representative from LA County Library; and
2) Chandler Weber, Public Information Officer of the Office of Disaster Recovery & Resilience.

Both speakers filled out speaker slips but left the meeting before Oral Communicaitons started.

12. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES

13. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT

13.A PUBLIC HEARING: Consideration of the Proposed 51st Year CDBG Annual Action Plan for FY 2025-2026.

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 9:15p.m. and closed at 9:25p.m.

Mayor Cerda then 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 all Members of the Council. Community Development Director Greg Tsujiuchi and MDG's Consultant Esther Luis answered all questions.

It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Francis and carried by the following roll call vote to Approve the Annual Action Plan for FY 2025-2026, as presented or as may be amended by Council action:

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

14. **DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES** - ***None***

15. **DEPARTMENTAL ITEMS - POLICE**

15.A PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1881 : Adopting a Military Equipment Use Policy of the City of Gardena, California Governing the Use of Military Equipment Pursuant to Assembly Bill 481

City Manager Osorio presented the Staff Report.

Lt. Christopher Cuff made a presentation.

Mayor Cerda opened the Public Hearing at 9:37p.m.and closed at 9:42p.m.

Mayor Cerda then 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 Members Love, Francis and Henderson. Lt. Cuff answered all questions.

It was moved by Council Member Love, seconded by Council Member Henderson and carried by the following roll call vote to Introduce Ordinance No. 1881:

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

Council Member Love Introduced Ordinance No. 1881

16. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

16.A Award Construction Contract for the Local Streets Improvement 2023/2024 and 2024/2025, for various locations, JN 525 and 544, to LCR Earthwork & Engineering, Corp. in the amount of $3,388,850.00. Additionally, award Construction Management and Inspection Services contract to Onward Engineering, in the amount of $111,270.00, and the Geotechnical Engineering and Soil Testing Consultant Services contract to Terracon Consultants Inc. in the amount of $20,000. Approve the Project Plans & Specifications, Contingency, and declare California Environmental Quality Act (CEQA) Exemption

City Manager Osorio presented the Staff Report.

A slide was presented of the item.

Mayor Cerda then 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 Henderson and Council Member Francis. Public Works Director Allan Rigg answered all questions.

It was moved by Council Member Francis, seconded by Council Member Henderson and carried by the following roll call vote to:

- **Award Construction Contract**
- **Award Construction Management, Inspection, and Geotechnical Soil Testing Services**
- **Approve Project Plans and Specifications**
- **Declare CEQA Exemption**
- **Approve Project Contingency**

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

While Item 16.B was being presented, Council Member Love left the meeting; the time was 9:54p.m.

16.B PUBLIC HEARING: RESOLUTION NO. 6690 : Confirming the Diagram and Assessment contained in the Engineer's Report dated March 24, 2025, for the Gardena Artesia Boulevard Landscape Assessment District and ordering the levy of assessments on the same for Fiscal Year 2025-2026

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 9:54p.m.and closed at 9:56p.m.

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

It was moved by Council Member Henderson, seconded by Mayor Pro Tem Tanaka and carried by the following roll call vote to Adopt Resolution 6690:

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

16.C PUBLIC HEARING: RESOLUTION NO. 6691 : Confirming the Diagram and Assessment contained in the Engineer's Report dated March 24, 2025, for the Gardena Consolidated Street Lighting Assessment District and ordering the levy of assessments on the same for Fiscal Year 2025-2026

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 9:59p.m. and closed at 9:59p.m.

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

It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Francis and carried by the following roll call vote to Adopt Reso No. 6691:

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

16.D Audit for the City's Refuse Hauler, Waste Resources of Gardena

City Manager Osorio presented the Staff Report.

Mayor Cerda then 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 all Members of the Council. Public Works Director Rigg gave kudos to Waste Resources Gardena and explained the process of the team effort to pass the audit; he also answered all questions. City Manager Osorio and City Attorney Vasquez also commented.

This Item was Received and Filed.

16.E Award Sidewalk Trip Hazard Removal Contract for the Pedestrian Safety Project FY 2024-2025, JN 545, to Southern California Precision Concrete Inc. in the Amount of $147,693.24, approve 10% construction contingency, and Declare California Environmental Quality Act (CEQA) Exemption.

City Manager Osorio presented the Staff Report.

A slide was presented of the item.

Mayor Cerda then 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 and Mayor Cerda. Public Works Director Rigg replied to all questions; City Attorney Vasquez commented.

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

- **Award Construction Contract**
- **Approve Construction Contingency**
- **Declare CEQA Exemption**

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

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

17.A Ratify Administrative Approval of Professional Services Agreement between the City of Gardena and MDG Associates, Inc. for Grant Management Consulting Services for FY22 Community Project Funding Grant No. B-22-CP-CA-0033 for the Community Aquatics and Senior Center

City Manager Osorio presented the Staff Report.

Mayor Cerda then 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. City Manager Osorio replied to all questions.

It was moved by Council Member Henderson, seconded by Council Member Francis and carried by the following roll call vote to Ratify Administrative Approval of the Professional Services Agreement Between the City of Gardena and MDG Associates, Inc:

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

17.B Authorization to Purchase a 2025 Ford Transit - 350 MR Passenger XL RWD Vehicle in the amount of $64,357.90

City Manager Osorio presented the Staff Report.

Mayor Cerda then 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. City Manager Osorio replied to all questions.

It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Francis and carried by the following roll call vote to Authorize Purchase of one (1) 2025 Ford Transit – 350 MR Passenger XL RWD Vehicle from Airport Marina Ford in the Amount of $64,357.90:

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

Staff Recommendation: Authorize Purchase of one (1) 2025 Ford Transit - 350 MR Passenger XL RWD Vehicle from Airport Marina Ford in the Amount of $64,357.90

17.C Authorization to Purchase a 2024 Chrysler Pacifica Touring ADA Commercial Mini Van with Folding Ramp from Mobility Works of California, LLC. in the amount of $71,551.06.

City Manager Osorio presented the Staff Report.

Mayor Cerda then 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 Mayor Cerda, Council Member Francis, and Mayor Pro Tem Tanaka. City Manager Osorio and Director of Recreation & Human Services Director Stephany Santin answered all questions.

It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Francis and carried by the following roll call vote to Authorize Purchase of one (1) 2024 Chrysler Pacifica Touring ADA Commercial Mini Van Conversion with a Side-Entry – E4 Power Door with Manual Folding Ramp Van from Mobility Works of California LLC. in the amount of $71, 551.06:

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

18. <u>DEPARTMENTAL ITEMS - TRANSPORTATION</u>

18.A Approve Purchase of Bus Stop Amenity Equipment from Tolar Manufacturing Company in the amount of $62,376 and a Project Total of $68,613

City Manager Osorio presented the Staff Report.

Mayor Cerda then 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, Mayor Pro Tem Tanaka, Council Member Henderson and Mayor Cerda. City Manager Osorio and Director of Transportation Ernie Crespo answered all questions.

It was moved by Council Member Francis, seconded by Council Member Henderson and carried by the following roll call vote to Approve Purchase and Project Total:

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

18.B Approve Purchase of Safety Barrier Components at a Cost of $57,018 and a Project Total of $62,720

City Manager Osorio presented the Staff Report.

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

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

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

19. **COUNCIL ITEMS**

20. **COUNCIL DIRECTIVES**

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

22. **COUNCIL REMARKS**

1) COUNCIL MEMBER FRANCIS - First of all, I want to say congratulations to the Gardena Police Department and Deputy Chief for their leadership in being awarded the Lexipol award for the 5th straight year in a row. And congratulations to both the Public Works department as well as the City Clerk's department. We have an excellent staff and anytime we have an opportunity to say congratulations, for a job well done, we should. Thank you, Public Works, and thank you City Clerk. Since the last time we met, I attended the Gardena Beautification Commission meeting, the Greater Los Angeles Vector Control District meeting. I also attended the 39th annual Cinco De Mayo Parade and Cinco De Mayo Festival. So, I was a little concerned that because the weather was so gray and drizzly that folks might not come out, but we had the largest turnout for that parade; it was an excellent parade, and I got to ride in a really nice car. So, thank you and congratulations, Cinco de Mayo committee. Although it's not really celebrated

in Mexico, but also mostly in the City of Puebla, celebrating Cinco de Mayo is important because it acknowledges the Mexican heritage of our residents here in the City of Gardena, as well the State of California. So, it's important that we continue to do that. It's been a great meeting. We got a lot going on. Thank you so much and for everybody that has contributed to me.

2) COUNCIL MEMBER HENDERSON - Since the last meeting, I participated in an event/seminar discussion in regard to the government adoption of artificial intelligence, pros and cons, and what we do as a government entity in regards to policy development and discussion on how we could use it in our daily operations, along with what we could do for things that are client facing or community facing and everything. So, it's just kind of really raising the awareness of what AI does and how it can be properly used, some of the pitfalls that potentially come up with the use of that. It's gaining a lot of traction in a lot of public sector spaces. I was at the SCAG General Assembly. So, for those that don't know, the South Bay City Council of Governments ("SBCCOG") elected me as a Regional Council Member to represent Hawthorne and Gardena in the Southern California area government's body, which comprises of six counties in Southern California. And we mostly talk about transportation, community development, economic development, and housing. So, we had our assembly in Palm Desert, I'm not going to go through all the topics we went over, but LA28 again is prevalent in everybody's mind in regard to what we can do to band together to make sure that we all understand that this is not Los Angeles's Olympics. This is the United States Olympics. So, we just need to make sure that we're mindful of that. I attended Youth Day, Cinco De Mayo parade. Again, I want to thank our City Clerk, I always say our City Clerk's office is the best of the 88 in LA County. So, please continue the good work, I had my community and business meetings and Madame Mayor, thank you for the reminder to add this, pedestrian safety project, to a potential panel because we're doing our cut list of meeting tomorrow. So, everybody's got their ideas on what we need to talk about. Since I'm general President again, the goal is always to make sure that our 40 member cities have the opportunity to highlight the good work that we do. I know government always gets a bad name, but sometimes folks need to understand the good work that we do. So, that's an opportunity for us to speak to our peer cities and share ideas and best practices so we all know we're not just doing this in vain. We're actually trying to improve the environment and improve the community. Madam Mayor, because the hour is late, I will conclude my report, thank you.

3) MAYOR PRO TEM TANAKA - Since our last meeting, I apologize I missed the meeting last month due to an issue, but I'm back. I've attended the SBCCOG's legislative briefing. Congresswoman Waters, Senator Allen and a representative from Steve Bradford's office were on board with some other assembly and congress people. I attended and chaired the SBCCOG'S Transportation Committee meeting and the Steering Committee meeting. I attended the City employees quarterly mixer. It's always great to celebrate with them. I attended the Easter Bunny breakfast, that was well attended. I attended the promotion ceremonies for Sergeant Marisol Bazan and Jason Hooker. Congratulations to them, well deserved. I attended a badge pinning for a new lateral officer who used to actually, I think, be here at one time, Jazelle Ramirez, and so that was good for our department. He congratulated the Chief on making the department whole again. I think it's been a long time since we've actually had our focal compliment. So, thank you. I attended and chaired the SBCCOG Homeless Task Force meeting. I attended the SBCOG Board meeting. I attended Kiwanis of Gardena Youth Scholarship

Award luncheon. It's the greatest thing because our Kiwanis clubs give way more than we do in scholarships, but we were really happy that we were able to give out some really good scholarships to our local students. I attended the City Clerk celebration; it was a great day there. I attended the 2nd Annual Pacific Heritage celebration at City Hall and it was all due to the efforts of retired Captain Osorio and his wife Candy who started that last year. This year was even better and bigger, it was a really great event. I attended the Cinco de Mayo parade; it was really great this year. Congratulations to Ernie for being the big guy. Got to wave with his kids. That was good, but it was a really good turnout this year, even though it was kind of misty, I also attended just recently the SBCCOG Transportation and Steering committee meetings. Lastly, this is kind of a tough one for me, but we lost three really great citizens this month. We lost Mr. George Castro, who was a stapled photographer in our City forever and ever. He had a place on Gardena Boulevard, and he was a photographer for the City that did almost everything for us. We lost Pat Worthy. She was on two of my commissions. She was also a Kiwanian, just a wonderful, loving, giving, and caring person; Stephany and her staff are going to miss her at the Senior bureau. And lastly, we lost Sam Kaskanyan from Sam's Autoland; he was way too young; another guy that would give you the shirt off his back if you needed it. He came to America with about $100 in his pocket and was a great businessperson and contributor to our City. And then lastly, I heard the Chief's leaving me, but congratulations on your extended time here and all the things you've accomplished.

4) MAYOR CERDA - Since the last Council Meeting, I attended the Youth in Government day. And again, kudos to the staff for doing an amazing job. It's like every year that just keeps getting better and better. And the kids are so enthusiastic about it. And I commend our staff who took time to escort the kids around and show them the different departments. Later on, that day, I attended Hermosa Beach's State of the City. I attended my CCGA meeting, my Sanitation meeting as well for LA County. I also attended a special screening at Gardena Cinema where a young man; he and maybe four or five of his friends were making short films and these are films that they produced with little to no money and they're aspiring filmmakers. Also, I attended a special City Selection meeting where we were choosing members who will sit on one of the Coastal commissions. But besides that, I also attended a driveby for one of our residents, Mr. Walter Spragggins, who turned 97 years old. And I want to thank our Police Department and our Fire Department for coming out there. And if you saw Mr. Spraggins, he was 97 and this guy had so much energy. It was just amazing, and he attributes all of it to walking and so he was moving like he was 23. I had an opportunity to be on KGLH radio. They were doing a special show on female Mayors in the South Bay. It was myself, the Mayor of Carson, Compton, and also the former Mayor of Culver City. So, we all got a chance to get on the radio and just kind of talk about our experiences as the Mayors of our cities. I attended the promotion ceremony for now Sergeant Hooker and Bazan. And I just want to congratulate them again on their promotion as well as attending the pinning ceremony of the lateral officer Ramirez. I also attended the military equipment meeting where our officers explained in more detail the military equipment that was open to the community. So, thank Lieutenant Cuff for doing a great job in presenting that. I also attended our Senior Easter candlelight dinner where I always have a great time with our seniors. And I have to say, they constantly say how much they appreciate what Gardena does for them. So again, kudos to that department for doing an amazing job. I also did

my monthly Town Hall meeting at the Toss Up restaurant, and I just want to thank our speaker, which was Code Enforcement, and we had a great meeting and Council Member Francis, thank you for coming by. I attended the Kiwanis DCONN convention where I got a chance to be out there with the Gardena High School kids as well as the kids from CAMS and I have to say these are some of the most amazing kids in part of our key club. We're the Kiwanis, which helps facilitate and get our key club members there. They're excited to get out and just talk amongst other kids about things they're doing in their community and different accomplishments, and they have their awards ceremony and so on. But it's just a lot of fun to spend time with young people. There were 900 young people, and they were cheering and chanting and in fact the Gardena students won the spirit stick because they were chanting. It was a big deal, it was awesome. I also attended the 56th Annual Professional City Clerks week. Again, you guys do an amazing job. Thank you for what you do. A lot of people have no idea how much information has to go through our City Clerk's office before it even gets to us at the council level, and also what it even entails as far as putting these meetings together. These meetings don't just happen overnight. It takes time getting the agenda ready, getting it from all the different departments, making sure it's right and so on. And so, we really appreciate all that you guys do. I was once a City Clerk for six months. so, I understand what it entails, but you know, when you walk in somebody else's shoes, you really understand what they do. So, you know we can always talk about that it looks easy what this one does or that one, but you do their job for a couple of weeks or a month or so and you have a whole different perspective. So, thank you again for what you do. Also, I attended the second district Mayor’s meeting which is hosted by Holly Mitchell where she meets with the mayors in her district which is about 11 of us or so. We learned some of the things that are happening with the County and you know they kind of give us a progress report of as far as you know what we may be able to ask for as far as funding or what we're probably not going to get this year moving forward just because of some of the cutbacks some of the effects that they're still getting from COVID as well as from the wildfires and how it's affecting money moving forward to our local cities. One of the big things that I took from the meeting, which was really interesting, is that a lot of these cities are getting ready for the Olympics, of course everybody wants to host a game. We all want to have some part of that, but since we couldn't, everybody's being really creative with other ideas where they're having a host house and it's different places where people are able to gather and they're able to watch some of the events and you have these specified areas and I can kind of talk offline if anybody's interested in it, but it's just ways to get people to come to your city where you're you have these big screens in a certain area where people will come and they can hang out together, watch the different sports games. Afterwards, a lot of times, those who come to your city will go to your restaurants. They may stay in some of the neighboring hotels. A lot of people want to be a part of the Olympics. And even though they may have tickets to go to one particular game, they may be out here during that period, and they want to go somewhere to watch the game. And so, it was just interesting just seeing how everybody's getting really creative with that. I didn't make it to the PacFest event. I apologize. I got stuck working, but I know I saw all the pictures. It looked like everybody's having a great time. So again, you know, thank you guys for putting that event on. And I know we didn't have a meeting two weeks ago, but one of the things we would have done was wish our City Manager and our Deputy City Manager a Happy Birthday. So happy birthday to you both.

23. **ANNOUNCEMENT(S)**

1) Volunteen Summer Camp, registration opens Monday, May 12, 2025 – Friday, June 27, 2025 at 12:00p.m.; see flyer for more details
2) Older Americans & Mental Health Awareness Month Celebration, Saturday, May 17, 2025 at the City Hall Complex from 11:00a.m. -1:00p.m.
3) Kid's to Parks Day Pop-Ups, Saturday, May 17, 2025 at Bell Park from 10a.m. to 12:00p.m. and at Thornburg Park from 12:30p.m. to 2:30p.m.
4) Coffee with a Copy, Wednesday, May 21, 2025 at Chick-fil-A in Gardena from 9:00a.m. to 11:00a.m.
5) City of Gardena Job Fair, Thursday, May 22, 2025 at the Nakaoka Community Center from 9:00a.m. to 1:00p.m.
6) Scavenger Hunt, Saturday, May 24, 2025 at the Willows Wetland Preserve from 9:00a.m. to 12:00p.m.
7) Boys to Men Workshop, Friday, May 30, 2025 at the Nakaoka Community Center, from 5:30p.m. to 8:30p.m.
8) Chief Mike Saffell's Retirement Celebration, Thursday, June 5, 2025 at Gardena City Hall starting at 11:00a.m., program starting at 11:30a.m.

24. **REMEMBRANCES**

Mr. George Castro, 97 years old; longtime resident, business owner, and Wall of Fame Honoree, who lived a long and full life with photographs making and capturing history; he will always be remembered and cherished for his dedication to this community, love for his family and kindness towards everyone.

Mrs. Patricia Worthy, 84 years old; longtime resident and member of the City's Beautification Commission, the Senior Citizen Commission, the Jazz Festival Committee, and longtime volunteer with the City of Gardena; she will be missed by all.

Mr. Sam Kaskanyan, 68 years old; beloved father and brother of former Council Member Art Kaskanian; long-time business owner and Kiwanis Member; he will always be remembered for his dedication to this community and will be missed by all.

25. **ADJOURNMENT**

At 11:22p.m. Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00 p.m. and the Regular City Council Meeting at 7:30 p.m. on Tuesday, May 27, 2025.

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

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 8.C
Section: CONSENT CALENDAR
Meeting Date: May 27, 2025

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

AGENDA TITLE: Annual Lobbyist Report 2025

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
As required by Section 2.26 110 B of the Gardena Municipal Code, in May of each year, the City Clerk shall file an annual report with the City Council, compiling the information filed by lobbyists who have reregistered in accordance with this chapter.

All statements filed by the City Clerk shall be preserved by the City Clerk for a period of five years from the date of filing. Such reports and statements shall constitute part of the public records of the City Clerk's office and shall be open to public inspection.

FINANCIAL IMPACT/COST:
None

ATTACHMENTS:
Lobbyist Report to Council - 5-27-2025 - FINAL.pdf

MEMORANDUM

OFFICE of the CITY CLERK

TO: Clint Osorio

DATE: May 27, 2025

FROM: Becky Romero

REF: BR-25-01

SUBJ: Annual Lobbyist Report 2025

As required by Section 2.26 110 B of the Gardena Municipal Code, this memo shall serve as the City Clerk's annual report on city lobbyists, lobbying firms, and lobbyist employers.

The following lobbyist registered with the City for the period from April 2024 to March 2025:

1) Lobbying Firm: SoCalGas
1851 N. Gaffney Street
San Pedro, CA 90731

Qualified Lobbyist: Gabriela Medina

Business Activities: Legislative or energy initiatives that impact SoCalGas

2) Lobbying Firm: U.S. Bank National Association
800 Nicollet Mall
Minneapolis, MN 55402

Qualified Lobbyist: Eileen Perez

Business Activities: Banking and Procurement Opportunities for U.S. Bank

Please contact the City Clerk's Office with any questions.

cc: Members of the City Council
City Attorney
City Clerk

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: May 22, 2025

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

May 27, 2025	TOTAL WARRANTS ISSUED:	$3,044,156.34

Wire Transfer:	12988-12999
Prepay:	180607
Check Numbers:	180608-180772
Checks Voided:	

Total Pages of Register: 21

May 16, 2025	TOTAL PAYROLL ISSUED:	$2,520,642.66

for Guy Mato, City Treasurer

Voucher List
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12988	5/6/2025	101641 CALPERS	100000017907477		MISC GROUP UAL PAYMENT - MAY 202	37,966.00
					Total :	**37,966.00**
12989	5/6/2025	101641 CALPERS	100000017907489		SAFETY CLASSIC UAL PAYMENT - MAY	68,422.67
					Total :	**68,422.67**
12990	5/6/2025	101641 CALPERS	100000017907495		SAFETY PEPRA UAL PAYMENT - MAY 2	1,292.92
					Total :	**1,292.92**
12991	5/1/2025	112326 LWP CLAIMS SOLUTIONS INC.	050125		WORKERS' COMP CLAIMS	100,000.00
					Total :	**100,000.00**
12992	5/8/2025	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365999707778		HEALTH INSURANCE CLAIMS	64,604.86
					Total :	**64,604.86**
12993	5/8/2025	303348 EMPLOYMENT DEVELOPMENT, DEPARTMENT	JAN-MAR 2025		SUI QUARTER ENDED 03/31/25	6,187.00
					Total :	**6,187.00**
12994	5/9/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	050725		HEALTH INSURANCE CLAIMS	101,553.65
					Total :	**101,553.65**
12995	5/12/2025	112326 LWP CLAIMS SOLUTIONS INC.	051225		WORKERS' COMP CLAIMS	11,031.74
					Total :	**11,031.74**
12996	5/15/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	051425		HEALTH INSURANCE CLAIMS	20,582.22
					Total :	**20,582.22**
12997	5/15/2025	112401 PINNACLE CLAIMS MANAGEMENT INC	051325		HEALTH INSURANCE CLAIMS	4,427.13
					Total :	**4,427.13**
12998	5/15/2025	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365990377750		HEALTH INSURANCE CLAIMS	38,418.62
					Total :	**38,418.62**
12999	5/15/2025	619005 GAS COMPANY, THE	035-746-60944 050725		CNG FUEL	36,050.35
					Total :	**36,050.35**
180607	5/21/2025	112778 AUTOCLAIMS DIRECT INC.	25-10PW		FINAL SETTLEMENT	115.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180607	5/21/2025	112778 112778 AUTOCLAIMS DIRECT INC.	(Continued)		**Total :**	**115.00**
180608	5/27/2025	104606 2 BROTHERS TIRES & WHEELS	30668		PD VEHICLE TIRE SERVICES	20.00
					Total :	**20.00**
180609	5/27/2025	110161 ABRO, JENNIFER	050525		MGMT ANNUAL HEALTH BENEFIT	500.00
					Total :	**500.00**
180610	5/27/2025	110028 ACCENTURE INFRASTRUCTURE, AND CAPITA	32031	037-10228	PROJECT MGMT SUPPORT - ELECTRIF	15,512.50
					Total :	**15,512.50**
180611	5/27/2025	111853 ACCESS	11556998		PD SHREDDING SERVICES	340.00
					Total :	**340.00**
180612	5/27/2025	109073 ADAMS ASHBY GROUP	7140	023-01595	MONITORING SERVICES - SPRING PAF	5,000.00
					Total :	**5,000.00**
180613	5/27/2025	101748 AFTERMARKET PARTS COMPANY LLC, THE	83748457	037-10360	GTRANS AUTO PARTS	95.92
			83758243	037-10360	GTRANS AUTO PARTS	162.37
					Total :	**258.29**
180614	5/27/2025	111673 AGA ENGINEERS, INC.	25110	024-01124	2025 CITYWIDE ENGINEERING & TRAF	6,020.00
					Total :	**6,020.00**
180615	5/27/2025	113329 AIR AND LUBE SYSTEMS INC.	53773		GTRANS MAINT SERVICE	872.00
			53774		GTRANS MAINT SERVICE	920.40
					Total :	**1,792.40**
180616	5/27/2025	112192 AJ KIRKWOOD & ASSOCIATES	12468920		SERVICE CALL - INSTALL UNDERGROU	4,835.81
					Total :	**4,835.81**
180617	5/27/2025	113363 ALPHA ESQUIRES INC	HENDERSON 24/25		COMMUNITY PROMOTION	200.00
					Total :	**200.00**
180618	5/27/2025	100925 AMERICAN MOVING PARTS	01A169883		GTRANS AUTO PARTS	2,137.61
					Total :	**2,137.61**
180619	5/27/2025	101628 AQUA-FLO SUPPLY	SI2522363		PARK MAINT SUPPLIES	35.28

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180619	5/27/2025	101628 101628 AQUA-FLO SUPPLY	(Continued)		**Total :**	**35.28**
180620	5/27/2025	108625 ARAD OIL INC.	APRIL 2025		CAR WASH	96.00
					Total :	**96.00**
180621	5/27/2025	112640 ARELLANO ASSOCIATES, LLC	22524	037-10284	MICROTRANSIT SERVICE COMMUNITY	8,846.90
					Total :	**8,846.90**
180622	5/27/2025	101459 ASBURY ENVIRONMENTAL SERVICES	I500-01211194		HAZARDOUS WASTE DISPOSAL SERVI	82.20
					Total :	**82.20**
180623	5/27/2025	104687 AT&T	23406687		TELEPHONE	1,999.03
			23413470		TELEPHONE	861.00
					Total :	**2,860.03**
180624	5/27/2025	111170 AT&T FIRSTNET	287290885074X051025	023-01559	CITYWIDE CELL PHONE ACCT #287290	1,649.06
			287293420631X051025	023-01559	PD CELL PHONE ACCT #287293420631	311.28
			287295242065X051025	023-01559	PD CELL PHONE ACCT #287295242065	284.51
			287298156560X051025	023-01559	CITYWIDE CELL PHONE ACCT #287298	1,825.81
			287303490376X051025	023-01559	BUS CELL PHONE ACCT #28730349037	1,959.00
			287324972943X051025	023-01559	GTRANS CELL PHONE ACCT #2873249	1,165.74
			287352273971X051025		PW CELL PHONE ACCT #287352273971	273.47
					Total :	**7,468.87**
180625	5/27/2025	100474 AT&T LONG DISTANCE	051225		TELEPHONE	72.81
					Total :	**72.81**
180626	5/27/2025	100964 AT&T MOBILITY	828667974X051625		CM CELL PHONE ACCT #828667974	86.46
					Total :	**86.46**
180627	5/27/2025	108383 ATKINSON, ANDELSON, LOYA, RUDD & ROMC	746861		PROFESSIONAL SERVICES	6,601.13
					Total :	**6,601.13**
180628	5/27/2025	112942 AWP SAFETY	40018165		SIGNS - 30"X42" "SCHOOL AHEAD SIGN	1,443.10
					Total :	**1,443.10**
180629	5/27/2025	110686 AZTECH ELEVATOR COMPANY	AZ19721	037-10378	ELEVATOR MAINTENANCE - GTRANS	83.33
			AZ19723	024-01098	ELEVATOR MAINTENANCE - PW	285.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180629	5/27/2025	110686 AZTECH ELEVATOR COMPANY	(Continued)			
			AZ19888	024-01098	ELEVATOR MAINTENANCE - PW	285.00
			AZ19889	024-01098	ELEVATOR MAINTENANCE - NCC	285.00
			AZ19890	024-01098	ELEVATOR MAINTENANCE - NCC	125.00
			AZ19891	037-10378	ELEVATOR MAINTENANCE - GTRANS	285.00
					Total :	**1,348.33**
180630	5/27/2025	103641 BECNEL UNIFORMS	80134		BUS UNIFORM SUPPLIES	234.33
					Total :	**234.33**
180631	5/27/2025	109037 BEEMAN, RAYMOND	102225		MGMT ANNUAL HEALTH BENEFIT	513.40
					Total :	**513.40**
180632	5/27/2025	102135 BEHRENDS, KENT	327	023-01545	IT NETWORK SUPPORT - APRIL 2025	3,400.00
					Total :	**3,400.00**
180633	5/27/2025	113373 BOTELLO, LESLIE	SPRING 2025		EDUCATIONAL REIMBURSEMENT	1,994.66
					Total :	**1,994.66**
180634	5/27/2025	113283 CAL JUMP, INC	39841995	034-00684	SPECIAL EVENT JUMPERS - ASIAN PA(	289.00
					Total :	**289.00**
180635	5/27/2025	113229 CALI STATE PAVING, INC.	01 JN540	024-01122	NORMANDIE AVE RR CROSSING REHA	106,923.26
			02 JN537	024-01122	WESTERN AVE RR CROSSING REHAB,	14,725.00
					Total :	**121,648.26**
180636	5/27/2025	110313 CALTIP	94-2025-APRIL	037-10356	INSURANCE CLAIMS DEDUCTIBLE - AP	1,232.64
					Total :	**1,232.64**
180637	5/27/2025	823003 CARL WARREN & COMPANY	APRIL 2025		CLAIMS MANAGEMENT	5,197.93
					Total :	**5,197.93**
180638	5/27/2025	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	49172		LEGAL SERVICES	297.50
					Total :	**297.50**
180639	5/27/2025	110605 CHANDLER ASSET MANAGEMENT	2504GARDENA	013-00033	INVESTMENT MGMT SERVICES - APRIL	2,690.18
					Total :	**2,690.18**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180640	5/27/2025	108378 CHARLES E. THOMAS COMPANY INC.	116771	037-10367	VAPOR RECOVERY TESTING	2,783.28
			117536	037-10367	DESIGNATED OPERATOR SERVICE	222.21
					Total :	**3,005.49**
180641	5/27/2025	104126 CHARTER COMMUNICATIONS	187854501050725	023-01555	CABLE & BACKUP INTERNET SERVICE	4,336.98
					Total :	**4,336.98**
180642	5/27/2025	113369 CHIDO ENTERTAINMENT	001		ENTERTAINMENT SERVICES-BRING IT	1,300.00
					Total :	**1,300.00**
180643	5/27/2025	112352 CIRCLE, THE	206945		TOSHIBA ESTUDIO 3525AC COPIER US	41.91
			206946		TOSHIBA 3525AC COPIER USAGE - CM	36.28
			206947		TOSHIBA 3525AC COPIER USAGE - HR	441.01
			206948		TOSHIBA 3525AC COPIER USAGE - ADI	30.14
			206949		TOSHIBA ESTUDIO 3525AC COPIER US	72.50
			206950		TOSHIBA ESTUDIO 3525AC COPIER US	162.71
			206951		TOSHIBA ESTUDIO 5525AC COPIER US	627.50
			206952		TOSHIBA 908 COPIER USAGE - PRINT S	17.04
			206953		TOSHIBA 6527AC COPIER USAGE - PRI	10.76
			206954		TOSHIBA ESTUDIO 3525AC COPIER US	27.95
			206955		TOSHIBA ESTUDIO 5525AC COPIER US	1,606.77
			206956		TOSHIBA ESTUDIO 3525AC COPIER US	18.66
			206957		TOSHIBA ESTUDIO 3525AC COPIER US	180.39
			206958		TOSHIBA ESTUDIO 3525AC COPIER US	254.80
			206960		TOSHIBA ESTUDIO 3525AC COPIER US	89.14
			206961		TOSHIBA ESTUDIO 3525AC COPIER US	50.13
			206962		TOSHIBA ESTUDIO 3525AC COPIER US	10.14
			206963		TOSHIBA ESTUDIO 3525AC COPIER US	85.87
			206964		TOSHIBA ESTUDIO 3525AC COPIER US	119.17
			206965		TOSHIBA ESTUDIO 3525AC COPIER US	79.70
			206966		TOSHIBA ESTUDIO 6525AC COPIER US	384.01
			206967		TOSHIBA ESTUDIO 3525AC COPIER US	191.27
			206968		TOSHIBA ESTUDIO 3525AC COPIER US	58.06
					Total :	**4,595.91**
180644	5/27/2025	113303 CRAWFORD, DERRICK	04/04-04/09.		APTA 2025 BUS ROADEO & MOBILITY	215.20

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180644	5/27/2025	113303 113303 CRAWFORD, DERRICK	(Continued)		**Total :**	**215.20**
180645	5/27/2025	103353 CRM COMPANY, LLC.	LA26936		SCRAP TIRE DISPOSAL FEE	124.50
			LA26937		SCRAP TIRE DISPOSAL FEE	124.50
			LA27003		SCRAP TIRE DISPOSAL FEE	69.50
					Total :	**318.50**
180646	5/27/2025	107905 CROWN CASTLE	PERMIT #18359		PERMIT DEPOSIT REFUND - W REDON	1,000.00
			PERMIT #18361		PERMIT DEPOSIT REFUND - W REDON	5,000.00
					Total :	**6,000.00**
180647	5/27/2025	106193 CUMMINS SALES AND SERVICE	X4-250457644	037-10370	GTRANS AUTO PARTS	354.05
			X4-250457689	037-10370	GTRANS AUTO PARTS	189.63
			X4-250557972	037-10370	GTRANS AUTO PARTS	511.09
			X4-250558087	037-10370	GTRANS AUTO PARTS	519.07
					Total :	**1,573.84**
180648	5/27/2025	110319 CWE DIRECTOR	F24669BAL	024-01042	MS4 & NPDES MONITORING & COMPLI	50.00
			F25247	024-01137	MS4 & NPDES MONITORING & COMPLI	5,862.50
					Total :	**5,912.50**
180649	5/27/2025	110844 DATA GEAR, INC.	44919	037-10434	GTRANS FACILITY REPAIR & INSTALLA	12,214.38
					Total :	**12,214.38**
180650	5/27/2025	111874 DAVID VOLZ DESIGN LANDSCAPE, ARCHITEC	423082	024-00901	MAS FUKAI PARK IMPROVEMENTS, JN	26,681.22
					Total :	**26,681.22**
180651	5/27/2025	111874 DAVID VOLZ DESIGN LANDSCAPE, ARCHITEC	423092 REV	024-01126	CITY MESSAGE BOARD PROJECT, JN5	9,458.00
					Total :	**9,458.00**
180652	5/27/2025	113374 DIAZ, GLADYS	PERMIT #18396		PERMIT DEPOSIT REFUND - 1003 W 13	500.00
					Total :	**500.00**
180653	5/27/2025	105182 DIRECTV	017280777X250515		DIRECTV SERVICE BUSINESS EXTRA -	1,722.13
					Total :	**1,722.13**
180654	5/27/2025	110849 DMS CONSULTANTS CIVIL, ENGINEERS, INC	GA-008-5	024-01056	LOCAL STREET IMPROVEMENTS, JN 5	1,608.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
180654	5/27/2025	110849	110849 DMS CONSULTANTS CIVIL, ENGINEERS, (Continued)			**Total :**	**1,608.00**
180655	5/27/2025	104500	DOOLEY ENTERPRISES, INC	69975	035-01357	PD AMMUNITION SUPPLIES	31,406.54
						Total :	**31,406.54**
180656	5/27/2025	102710	DOWNTOWN FORD SALES	12163	024-01091	2024 FORD F350 REG CAB CHASSIS 4>	69,616.49
						Total :	**69,616.49**
180657	5/27/2025	109416	E S SPORTS	12178		PD PROGRAM SUPPLIES	470.86
				12195		CUSTOM GRAPHICS FOR UNIT P10	289.63
						Total :	**760.49**
180658	5/27/2025	105053	E.J. WARD	EJ-INV-1263		FUEL SYSTEM MAINTENANCE	835.50
						Total :	**835.50**
180659	5/27/2025	110534	EL DORADO NATIONAL	90862193	037-10128	GTRANS BUS VEHICLE SUPPLIES	90.03
				90862194	037-10128	GTRANS BUS VEHICLE SUPPLIES	66.15
				90862652	037-10171	GTRANS BUS VEHICLE SUPPLIES	90.03
				90862653	037-10128	GTRANS BUS VEHICLE SUPPLIES	66.15
				90862659	037-10128	GTRANS BUS VEHICLE SUPPLIES	80.11
				90862660	037-10128	GTRANS BUS VEHICLE SUPPLIES	76.07
				90863627	037-10128	GTRANS BUS VEHICLE SUPPLIES	64.69
				90863628	037-10128	GTRANS BUS VEHICLE SUPPLIES	44.04
				90879682		GTRANS BUS VEHICLE SUPPLIES	163.80
				90879754		GTRANS BUS VEHICLE SUPPLIES	97.66
				90879924		GTRANS BUS VEHICLE SUPPLIES	386.25
				90879977		GTRANS BUS VEHICLE SUPPLIES	67.40
				90880065	037-10171	GTRANS BUS VEHICLE SUPPLIES	5,540.05
				90880067	037-10171	GTRANS BUS VEHICLE SUPPLIES	6,348.73
						Total :	**13,181.16**
180660	5/27/2025	110534	EL DORADO NATIONAL	90864452	037-10128	GTRANS BUS VEHICLE SUPPLIES	80.15
				90865598	037-10128	GTRANS BUS VEHICLE SUPPLIES	211.60
				90867460	037-10128	GTRANS BUS VEHICLE SUPPLIES	253.58
				90873619	037-10128	GTRANS BUS VEHICLE SUPPLIES	459.02
				90873706	037-10128	GTRANS BUS VEHICLE SUPPLIES	556.81
						Total :	**1,561.16**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180661	5/27/2025	113296 ELECTRONIC ENTRY DISTRIBUTORS	99096816		BLDG MAINT SUPPLIES	429.03
					Total :	**429.03**
180662	5/27/2025	105392 ENTENMANN-ROVIN COMPANY	0187543		PD UNIFORM SUPPLIES	558.00
			0187821		PD UNIFORM SUPPLIES	553.40
					Total :	**1,111.40**
180663	5/27/2025	106459 ENTERPRISE FM TRUST	FBN5293928	023-01567	ENTERPRISE LEASE - APRIL 2025 - PD	20,387.00
			FBN5322110	023-01567	ENTERPRISE LEASE - MAY 2025 - PD	340.72
			FBN5327511	023-01567	ENTERPRISE LEASE - MAY 2025	11,155.72
				023-01572		
					Total :	**31,883.44**
180664	5/27/2025	110320 EYEDEAL INTERIORS INC	CG500259		CH BREAKROOM FLOORING INSTALLA	4,665.00
					Total :	**4,665.00**
180665	5/27/2025	106129 FEDEX	6-780-69832		SHIPPING SERVICES	67.86
			8-856-58914		SHIPPING SERVICES	44.12
			8-864-23882		SHIPPING SERVICES	42.64
					Total :	**154.62**
180666	5/27/2025	113382 FERNANDEZ, JUSTINA	RECEIPT #82172601		MAINTENANCE DEPOSIT REFUND	100.00
					Total :	**100.00**
180667	5/27/2025	111415 FILTERBUY, INC	BAFEC8C7-0035		GTRANS AUTO PARTS	213.49
					Total :	**213.49**
180668	5/27/2025	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2503072504		DRUG TEST/ADMIN FEE	601.86
					Total :	**601.86**
180669	5/27/2025	106545 FLEETPRIDE, INC	120302052		BUS AUTO PARTS	257.85
					Total :	**257.85**
180670	5/27/2025	112329 FM THOMAS AIR CONDITIONING INC	48073	024-01103	HVAC PREVENTATIVE MAINT SERVICE	19,573.17
					Total :	**19,573.17**
180671	5/27/2025	106465 FOX FIRST AID & SAFETY INC	75193		TREE MAINT SUPPLIES	27.56
			75205		PARK MAINT SUPPLIES	141.12

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180671	5/27/2025	106465 FOX FIRST AID & SAFETY INC	(Continued)			
			75286		STREET MAINT SUPPLIES	165.87
					Total :	**334.55**
180672	5/27/2025	112566 GALLS, LLC	030977699		PD UNIFORM SUPPLIES	2,856.46
			031014886		PD UNIFORM SUPPLIES	787.53
			031043938		PD UNIFORM SUPPLIES	350.49
			031049901		PD UNIFORM SUPPLIES	153.65
			031274971		PD UNIFORM SUPPLIES	927.46
					Total :	**5,075.59**
180673	5/27/2025	107080 GARDENA BEAR WHEEL	58775		2018 FORD F-350 UNIT #77 ALIGNMENT	705.38
					Total :	**705.38**
180674	5/27/2025	107011 GARDENA VALLEY NEWS	00152171		NOTICE OF PUBLIC HEARING - AB #48	154.00
			00152390		NOTICE OF PUBLIC HEARING - CUP #1	150.50
					Total :	**304.50**
180675	5/27/2025	107034 GARDENA WELDING SUPPLY CO INC.	95 131546		GTRANS MAINT SUPPLIES	62.21
					Total :	**62.21**
180676	5/27/2025	111964 GCAP SERVICES, INC.	26-07643	037-10116	CNG PROJECT LABOR COMPLIANCE &	190.00
					Total :	**190.00**
180677	5/27/2025	106470 GILLIG LLC	41291828	037-10371	GTRANS AUTO PARTS	212.89
			41294405	037-10371	GTRANS AUTO PARTS	705.03
			41294976	037-10371	GTRANS AUTO PARTS	487.25
			41294977	037-10371	GTRANS AUTO PARTS	148.94
			41301487	037-10371	GTRANS AUTO PARTS	496.09
			5059575		GTRANS AUTO PARTS	-1,447.24
					Total :	**602.96**
180678	5/27/2025	111798 GOBBLE, SCOTT	050225	024-01032	DECORATIVE LIGHTING PROJECT, JN 5	3,600.00
					Total :	**3,600.00**
180679	5/27/2025	619004 GOLDEN STATE WATER CO.	050525		WATER	13,133.21
					Total :	**13,133.21**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180680	5/27/2025	109055 GRAFFITI SHIELD, INC.	29128		BUS GRAFFITI SHIELD	292.05
					Total :	**292.05**
180681	5/27/2025	107513 GRAINGER	9490392322	037-10372	GTRANS FACILITY SUPPLIES	291.77
			9491674504	037-10372	GTRANS FACILITY SUPPLIES	113.86
			9492968228		GTRANS MAINT SUPPLIES	47.03
			9493174545	037-10372	GTRANS FACILITY SUPPLIES	93.50
			9493174552		GTRANS MAINT SUPPLIES	63.56
			9497773128		STREET MAINT SUPPLIES	142.15
			9497776659		GTRANS MAINT SUPPLIES	139.69
			9499239789	037-10372	GTRANS FACILITY SUPPLIES	40.89
			9501037148		GTRANS MAINT SUPPLIES	48.26
					Total :	**980.71**
180682	5/27/2025	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-28	024-00910	AQUATIC & SENIOR CENTER, JN978	52,872.79
					Total :	**52,872.79**
180683	5/27/2025	108765 HENDERSON, MARK E.	04/30-05/02		2025 SCAG REGIONAL CONFERENCE	150.00
					Total :	**150.00**
180684	5/27/2025	113379 HERBERT, TIFFANY	PERMIT #50024-0193		PERMIT DEPOSIT REFUND - 1844 W 14	5,000.00
					Total :	**5,000.00**
180685	5/27/2025	112076 HERNANDEZ, ROSA	009 05/14/25		INTERN SERVICES - 05/01-05/14/25	1,344.00
					Total :	**1,344.00**
180686	5/27/2025	108434 HOME DEPOT CREDIT SERVICES	0032578		CH BASEMENT PROJECT SUPPLIES	272.18
			0900762		CH BASEMENT PROJECT SUPPLIES	2,124.19
			2903421		GTRANS MAINT SUPPLIES	23.12
			3512838		PARK MAINT SUPPLIES	369.96
			4583722		PD PROGRAM SUPPLIES	396.90
			4901693		PARK MAINT SUPPLIES	15.27
				G		
			5512442		SIGNS/SIGNALS SUPPLIES	163.53
			5541918		REC PROGRAM SUPPLIES	47.72
			5901484		PARK MAINT SUPPLIES	150.00
			6584099		CH BASEMENT PROJECT SUPPLIES	108.65

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180686	5/27/2025	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			7950495		CH BASEMENT PROJECT SUPPLIES	129.23
			8523517		JAIL PROGRAM SUPPLIES	130.61
			8523962		SIGNS/SIGNALS SUPPLIES	126.98
			8530238		CUSTODIAL SUPPLIES	124.18
					Total :	**4,182.52**
180687	5/27/2025	108430 HOME PIPE & SUPPLY	F50345		BLDG MAINT SUPPLIES	36.75
			F50416		PW PROGRAM SUPPLIES	84.05
					Total :	**120.80**
180688	5/27/2025	113218 HORVITZ & LEVY LLP	101964		PROFESSIONAL SERVICES	84,521.92
					Total :	**84,521.92**
180689	5/27/2025	110222 INTERAMERICAN MOTOR, LLC	065-723867		GTRANS AUTO PARTS	381.49
			101-308978		GTRANS AUTO PARTS	134.00
			110-839024		GTRANS AUTO PARTS	50.54
			110-839061		GTRANS AUTO PARTS	286.20
					Total :	**852.23**
180690	5/27/2025	111593 INTER-CON SECURITY SYSTEMS INC	BD0483994	037-10420	GTRANS SECURITY SERVICES - APRIL	7,161.60
			BD0484038		GTRANS SECURITY SERVICES - APRIL	30.74
					Total :	**7,192.34**
180691	5/27/2025	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO.	120170349	037-10373	GTRANS AUTO PARTS	310.19
			130113760	037-10373	GTRANS AUTO PARTS	1,210.74
					Total :	**1,520.93**
180692	5/27/2025	113370 ISSA	00004374		CUSTODIAL TRAINING COURSES	3,482.10
					Total :	**3,482.10**
180693	5/27/2025	103064 ITERIS, INC.	178495	037-09892	BUS SIGNAL PRIORITY PROJECT	32,004.65
					Total :	**32,004.65**
180694	5/27/2025	110733 J & S PROPERTY MANAGEMENT AND, MAINTE	9153		LANDSCAPE MAINTENANCE SERVICE	2,089.65
					Total :	**2,089.65**
180695	5/27/2025	100436 J.J. KELLER & ASSOCIATES, INC	9110144137	037-10383	FLEET MANAGEMENT AND COMPLIAN	538.67

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180695	5/27/2025	100436 100436 J.J. KELLER & ASSOCIATES, INC	(Continued)		**Total :**	**538.67**
180696	5/27/2025	112812 KIMBALL MIDWEST	103327930		GTRANS SHOP SUPPLIES	410.97
					Total :	**410.97**
180697	5/27/2025	112456 KIRKWOOD, DAVID	050725		EDUCATIONAL REIMBURSEMENT	300.00
					Total :	**300.00**
180698	5/27/2025	113367 LA POP UP MINI GOLF	2534		SPECIAL EVENT SUPPLIES - MINI GOLI	475.00
					Total :	**475.00**
180699	5/27/2025	109939 LA UNIFORMS & TAILORING	26570		PD UNIFORM SUPPLIES	801.79
			26572		PD UNIFORM SUPPLIES	801.79
			26574		PD UNIFORM SUPPLIES	801.79
			26605		PD UNIFORM SUPPLIES	801.79
			26610		PD UNIFORM SUPPLIES	807.31
			26734		PD UNIFORM SUPPLIES	200.54
					Total :	**4,215.01**
180700	5/27/2025	112614 LAX AUTO REPAIR	20442		2021 FORD INTRCPTR #1615788 OIL &	70.00
			20444		2024 DODGE DURANGO #1697553 OIL	70.00
			20470		2020 FORD INTRCPTR #1591741 OIL &	70.00
			20472		2022 FORD INTRCPTR #1630465 OIL &	70.00
			20474		2022 FORD INTRCPTR #1630458 OIL &	70.00
			20475		2023 FORD INTRCPTR #1661719 OIL &	70.00
			20477		2015 FORD EXPLORER #1462842 OIL &	70.00
					Total :	**490.00**
180701	5/27/2025	108237 LEO WEB PROTECT	81020804191		POLICE PRIVACY SERVICE SUBSCRIP	3,699.90
					Total :	**3,699.90**
180702	5/27/2025	112260 LIEBERT CASSIDY WHITMORE	292998		LEGAL SERVICES	21,700.00
					Total :	**21,700.00**
180703	5/27/2025	109563 LUCKY LADY CASINO	0850000275		ECONOMIC ASSISTANCE - APRIL 2025	29,653.50
					Total :	**29,653.50**
180704	5/27/2025	112615 LU'S LIGHTHOUSE, INC.	01282307		GTRANS SHOP SUPPLIES	63.16

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180704	5/27/2025	112615 LU'S LIGHTHOUSE, INC.	(Continued)			
			01283577		GTRANS SHOP SUPPLIES	526.64
					Total :	**589.80**
180705	5/27/2025	113301 M & K METAL CO.	396520		BUS MAINT SUPPLIES	59.22
					Total :	**59.22**
180706	5/27/2025	105082 MAJESTIC LIGHTING, INC.	ML90443		SIGNS/SIGNAL SUPPLIES	88.18
					Total :	**88.18**
180707	5/27/2025	813030 MANNING & KASS	830430		LEGAL SERVICES	1,680.50
			830431		LEGAL SERVICES	1,383.50
			830432		LEGAL SERVICES	2,925.65
					Total :	**5,989.65**
180708	5/27/2025	110306 MARIPOSA LANDSCAPES, INC	112918	024-01099	MEDIAN LANDSCAPE MAINTENANCE	8,864.00
			113363	024-01099	MEDIAN LANDSCAPE MAINTENANCE	8,864.00
			3946	024-01144	TREE TRIMMING SERVICES	16,480.00
					Total :	**34,208.00**
180709	5/27/2025	113064 MCMASTER-CARR SUPPLY COMPANY	44943446		GTRANS AUTO SUPPLIES	33.52
			45167696		GTRANS SHOP SUPPLIES	84.72
			45310505		GTRANS SHOP SUPPLIES	199.70
					Total :	**317.94**
180710	5/27/2025	113376 MENDOZA, NICHOLAS	PERMIT #50023-1110		PERMIT DEPOSIT REFUND - 14613 SPI	5,000.00
			PERMIT #50024-0054		PERMIT DEPOSIT REFUND - 14613 SPI	5,000.00
					Total :	**10,000.00**
180711	5/27/2025	111749 MIDWEST BUS CORPORATION	53199		GTRANS AUTO SUPPLIES	2,260.13
			53313		GTRANS AUTO SUPPLIES	615.55
					Total :	**2,875.68**
180712	5/27/2025	112715 MLADEN BUNTICH CONSTRUCTION	PERMIT #18480		PERMIT DEPOSIT REFUND - 1320 MAG	4,000.00
					Total :	**4,000.00**
180713	5/27/2025	107505 MOUSER ELECTRONICS, INC.	84466695		GTRANS AUTO SUPPLIES	105.96

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180713	5/27/2025	107505 107505 MOUSER ELECTRONICS, INC.	(Continued)		**Total :**	**105.96**
180714	5/27/2025	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	802700		PROPANE GAS	310.87
					Total :	**310.87**
180715	5/27/2025	105622 N/S CORPORATION	0127275	037-10396	GTRANS BUS WASH EQUIPMENT MAIN	674.00
					Total :	**674.00**
180716	5/27/2025	112748 NEW DYNASTY CONSTRUCTION CO.	12 REV1	024-01027	AQUATIC & SENIOR CENTER PROJECT	618,278.38
			13	024-01027	AQUATIC & SENIOR CENTER PROJECT	607,998.10
					Total :	**1,226,276.48**
180717	5/27/2025	111370 NV5 INC.	447735	024-01127	CONSULTING SERVICES - LANDSCAPE	1,634.00
					Total :	**1,634.00**
180718	5/27/2025	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	86444389		RANDOM TESTS	85.00
			86584168		RANDOM TESTS	1,157.00
			86584778		RANDOM TESTS	56.00
			86656526		RANDOM TESTS	1,241.00
			86657771		RANDOM TESTS	509.00
			86728498		RANDOM TESTS	558.00
			86729365		RANDOM TESTS	302.00
					Total :	**3,908.00**
180719	5/27/2025	115168 OFFICE DEPOT	419969307		BUS OFFICE SUPPLIES	440.36
			420463238		BUS OFFICE SUPPLIES	96.46
			420463245		BUS OFFICE SUPPLIES	20.00
			420807506		FINANCE OFFICE SUPPLIES	60.30
			421620099		PD OFFICE SUPPLIES	163.53
			421620099-002		PD OFFICE SUPPLIES	163.53
			421620548		PD OFFICE SUPPLIES	176.51
			422061158		BUS OFFICE SUPPLIES	65.28
			422061353		BUS OFFICE SUPPLIES	15.86
					Total :	**1,201.83**
180720	5/27/2025	113371 OGBECHIE, ABIMBOLA	PERMIT #50024-0233		PERMIT DEPOSIT REFUND - 16014 HAL	7,500.00
					Total :	**7,500.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180721	5/27/2025	113324 ONWARD ENGINEERING	8189	024-01136	CRENSHAW BLVD STREET IMPROVEM	17,230.00
					Total :	**17,230.00**
180722	5/27/2025	111358 O'REILLY AUTO PARTS	143240		PW AUTO PARTS	211.39
			145919		GTRANS AUTO PARTS	53.55
			146015		PW AUTO PARTS	151.87
			147554		GTRANS AUTO PARTS	338.09
			147930		GTRANS AUTO PARTS	62.01
					Total :	**816.91**
180723	5/27/2025	115810 ORKIN PEST CONTROL	277888855		PEST CONTROL - ACCT #27336703	347.00
					Total :	**347.00**
180724	5/27/2025	103673 PACIFIC PRODUCTS & SERVICE, LLC	35980		SIGNS/SIGNAL SUPPLIES	1,672.69
					Total :	**1,672.69**
180725	5/27/2025	112173 PEREZ, NATHALIE	02/24-02/25		PARMA 2025 ANNUAL CONFERENCE	120.28
			03/31-04/02		ADA COMPLIANCE 2-DAY BOOT CAMP	167.06
					Total :	**287.34**
180726	5/27/2025	102677 PROVIDENCE HEALTH & SERVICES	600000283 05/05/25		PRE-EMPLOYMENT PHYSICALS	2,795.00
					Total :	**2,795.00**
180727	5/27/2025	106092 PRUDENTIAL OVERALL SUPPLY	41042258		UNIFORM & SUPPLY RENTAL	-21.55
			43014753	024-01082	UNIFORM & SUPPLY RENTAL	167.43
				034-00667		
			43023750	034-00667	CUSTODIAL SUPPLIES	42.68
			43023751	024-01082	UNIFORM & SUPPLY RENTAL	177.52
				034-00667		
			43023752	034-00667	UNIFORM & SUPPLY RENTAL	29.19
			43023753	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			43023754	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			43023755	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			43023756	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			43023757	034-00667	SUPPLY RENTAL - MATS - HS	11.60
			43025400	034-00667	CUSTODIAL SUPPLIES	2,881.08
			43025401	024-01082	UNIFORM & SUPPLY RENTAL	164.90

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180727	5/27/2025	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
				034-00667		
			43025402	034-00667	UNIFORM & SUPPLY RENTAL	50.74
			43025403	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			43027272	034-00667	CUSTODIAL SUPPLIES	42.68
			43027273	024-01082	UNIFORM & SUPPLY RENTAL	165.36
				034-00667		
			43027274	034-00667	UNIFORM & SUPPLY RENTAL	51.20
			43027275	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			43027276	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			43027277	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			43027278	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			43027279	034-00667	SUPPLY RENTAL - MATS - HS	11.60
					Total :	**4,173.23**
180728	5/27/2025	112508 PUMPMAN SOCAL	130001866		SEWER PUMP MAINTENANCE	1,414.00
					Total :	**1,414.00**
180729	5/27/2025	104901 Q-20 ENTERTAINMENT	25-0605		DJ SERVICES - RETIREMENT CELEBRA	1,000.00
					Total :	**1,000.00**
180730	5/27/2025	113364 QUALITY CONSERVATION SERVICES	PERMIT #60024-0079		PERMIT CANCELLATION REFUND	35.20
					Total :	**35.20**
180731	5/27/2025	102283 QUICK COLOR PRINTING	16500		REC PROGRAM SUPPLIES	66.45
					Total :	**66.45**
180732	5/27/2025	103072 REACH	052588		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	**902.00**
180733	5/27/2025	100836 RESOURCE BUILDING MATERIALS	4002276		STREET MAINT SUPPLIES	223.63
					Total :	**223.63**
180734	5/27/2025	113372 REYES TELLEZ, URIEL	PERMIT #50022-0547		PERMIT DEPOSIT REFUND - 1923 W 15	7,500.00
					Total :	**7,500.00**
180735	5/27/2025	109668 RHEE, KATHERINE	04/29-05/02		2025 CMCA ANNUAL CONFERENCE	206.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180735	5/27/2025	109668 109668 RHEE, KATHERINE	(Continued)		**Total :**	**206.00**
180736	5/27/2025	112578 RIDECO US INC	2025-220US	037-10254	MICROTRANSIT SOFTWARE	2,300.93
					Total :	**2,300.93**
180737	5/27/2025	112433 RIGHTWAY HEALTHCARE, INC	INV23841	023-01566	CARE NAVIGATION COORDINATORS	1,907.75
					Total :	**1,907.75**
180738	5/27/2025	113362 ROCKEY, COLEEN	RECEIPT #81261141		MAINTENANCE DEPOSIT REFUND	500.00
					Total :	**500.00**
180739	5/27/2025	113207 RYTYCH TRUCK SPECIALTIES	2591		CLEAN TRUCK CHECK	300.00
					Total :	**300.00**
180740	5/27/2025	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	1806		PD PROGRAM SUPPLIES	88.40
			1834		GTRANS FACILITY SUPPLIES	165.75
					Total :	**254.15**
180741	5/27/2025	119015 SAFETY-KLEEN CORPORATION	96913504		PW CLARIFIER CLEANING SERVICES	379.61
					Total :	**379.61**
180742	5/27/2025	112327 SAMI'S REFEREES LLC	04/16-04/30/2025		SPORT REFEREE SERVICES	110.00
			04/16-04/30/25		SPORT REFEREE SERVICES	240.00
			05/01-05/15/2025		SPORT REFEREE SERVICES	300.00
			05/01-05/15/25		SPORT REFEREE SERVICES	110.00
					Total :	**760.00**
180743	5/27/2025	105685 SCHNUR, DIANA	02/24-02/25		PARMA 2025 ANNUAL CONFERENCE	50.00
					Total :	**50.00**
180744	5/27/2025	108654 SECTRAN SECURITY INC.	25050897		ARMORED TRANSPORTATION SERVICI	726.97
			25050898		ARMORED TRANSPORTATION SERVICI	291.13
					Total :	**1,018.10**
180745	5/27/2025	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8100887	035-01364	2018 FORD INTRCPTR #1554678 SERVI	508.83
					Total :	**508.83**
180746	5/27/2025	109445 SMARTSIGN	MPP-256057	035-01384	RESIDENTIAL PARKING PERMITS	6,768.84

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
180746	5/27/2025	109445	109445 SMARTSIGN	(Continued)		**Total :**	**6,768.84**
180747	5/27/2025	107761	SOCAL STORMWATER RUNOFF, SOLUTION S	11652		ANNUAL SWPPP TRAINING	500.00
						Total :	**500.00**
180748	5/27/2025	106079	SOSA, HECTOR	03/19-04/09		OCTA CERTIFIED MAINTENANCE TRAI	313.60
						Total :	**313.60**
180749	5/27/2025	119447	SOUTH BAY FORD	538020		GTRANS AUTO PARTS	332.32
				538050		GTRANS AUTO PARTS	105.26
				538346		GTRANS AUTO PARTS	121.19
				538415		GTRANS AUTO PARTS	126.69
				538602		GTRANS AUTO PARTS	18.11
				CM538050		GTRANS AUTO PARTS	-34.62
						Total :	**668.95**
180750	5/27/2025	619003	SOUTHERN CALIFORNIA EDISON	051425		LIGHT & POWER	71,029.41
						Total :	**71,029.41**
180751	5/27/2025	119594	STANLEY PEST CONTROL	1904878		PEST CONTROL SERVICE - 1717 W 162	75.00
				1904879		PEST CONTROL SERVICE - 1220 W 170	70.00
				1904880		PEST CONTROL SERVICE - 15800 BRIG	42.00
				1904883		PEST CONTROL SERVICE - 14708 HALL	42.00
				1904884		PEST CONTROL SERVICE - 1651 W 162	85.00
				1904885		PEST CONTROL SERVICE - 1700 W 162	80.00
				1904888		PEST CONTROL SERVICE - 1670 W 162	80.00
				1904889		PEST CONTROL SERVICE - 1718 W 162	65.00
				1904890		PEST CONTROL SERVICE - 2100 W 154	65.00
				1904891		PEST CONTROL SERVICE - 2320 W 149	42.00
				1904892		PEST CONTROL SERVICE - 14517 CRE	60.00
				1904893		PEST CONTROL SERVICE - 13220 VAN	65.00
						Total :	**771.00**
180752	5/27/2025	119010	STAPLES ADVANTAGE	6030369540		FINANCE OFFICE SUPPLIES	96.86
				6030601304		REC PROGRAM SUPPLIES	78.36
						Total :	**175.22**
180753	5/27/2025	109562	SUNRUN INSTALLATION SERVICES, INC	PERMIT #90024-0033		PERMIT CANCELLATION REFUND	449.68

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180753	5/27/2025	109562 SUNRUN INSTALLATION SERVICES, INC	(Continued)			
			PERMIT #90024-0042		PERMIT CANCELLATION REFUND	449.68
			PERMIT #90024-0057		PERMIT CANCELLATION REFUND	449.68
					Total :	**1,349.04**
180754	5/27/2025	113385 SUPERIOR SIGNS AND GRAPHICS	19038		TRAFFIC SIGNAL BOX WRAP - NEW HA	1,415.03
					Total :	**1,415.03**
180755	5/27/2025	113242 TAIT & ASSOCIATES, INC.	164728	024-01123	CONSULTANT SERVICES - SEWER IMP	11,940.00
					Total :	**11,940.00**
180756	5/27/2025	112984 TCTH SCREENWORKS, INC	28243		GTRANS MAINT UNIFORM SUPPLIES	1,056.00
					Total :	**1,056.00**
180757	5/27/2025	113157 TESLA ENERGY OPERATIONS INC	PERMIT #50024-0246		PERMIT CANCELLATION REFUND	173.60
					Total :	**173.60**
180758	5/27/2025	111990 TOWNSEND PUBLIC AFFAIRS, INC	23378	023-01590	CONSULTING SERVICES - MAY 2025	7,000.00
					Total :	**7,000.00**
180759	5/27/2025	105584 TRE PRINTING	3507		PD FIELD SUPPLIES	2,153.80
					Total :	**2,153.80**
180760	5/27/2025	111481 TRIO COMMUNITY MEALS, LLC	INV2230063793	034-00659	SENIOR FEEDING PROGRAM	2,819.70
			INV2230063794	034-00659	SENIOR FEEDING PROGRAM	3,506.58
			INV2230064271	034-00659	SENIOR FEEDING PROGRAM	7,691.20
					Total :	**14,017.48**
180761	5/27/2025	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	CRESPO 04/22/25		CAL CARD STATEMENT 03/25-04/22/25	16,293.28
			HR 04/22/25		CAL CARD STATEMENT 03/25-04/22/25	550.77
			OROZCO 04/22/25		CAL CARD STATEMENT 03/25-04/22/25	559.89
			PD TRAINING 03/24/25		CAL CARD STATEMENT 02/25-03/24/25	4,299.45
			SANTOS 03/24/25		CAL CARD STATEMENT 02/25-03/24/25	2,830.81
			SANTOS 04/22/25		CAL CARD STATEMENT 03/25-04/22/25	1,634.70
					Total :	**26,168.90**
180762	5/27/2025	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	PYNN 04/22/25		CAL CARD STATEMENT 03/25-04/22/25	13,547.15

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
180762	5/27/2025	109900 109900 U.S. BANK CORPORATE PAYMENT, SYST (Continued)			**Total :**	**13,547.15**
180763	5/27/2025	104692 ULINE	191865232		BUS SHOP SUPPLIES	473.82
			192379395		REC PROGRAM SUPPLIES	923.39
					Total :	**1,397.21**
180764	5/27/2025	121275 UNDERGROUND SERVICE ALERT, OF SC	24-253536		NEW TICKETS	67.81
			420250304		NEW TICKETS	280.10
					Total :	**347.91**
180765	5/27/2025	113384 WANG, LIBO	RECEIPT #65863		CASINO BADGE REFUND	125.00
					Total :	**125.00**
180766	5/27/2025	101195 WASTE RESOURCES GARDENA	052025		WASTE COLLECTION	300,871.04
					Total :	**300,871.04**
180767	5/27/2025	101903 WATER TECHNIQUES	15789		DRINKING WATER SYSTEM RENTAL	45.00
					Total :	**45.00**
180768	5/27/2025	110370 WESTERN COLLISION CENTER, INC	1143	035-01365	2024 FORD INTRCPTR #EA89H84 BODY	2,181.30
					Total :	**2,181.30**
180769	5/27/2025	125001 YAMADA COMPANY, INC.	84981		PW MAINT SUPPLIES	234.55
			84982		PW MAINT SUPPLIES	349.16
			84984		PW MAINT SUPPLIES	39.40
			84989		PARK MAINT SUPPLIES	203.63
					Total :	**826.74**
180770	5/27/2025	111102 YOO, RACHEL	04/02-04/09		APTA EMERGING LEADERS PROGRAM	414.81
					Total :	**414.81**
180771	5/27/2025	105945 ZEMARC CORPORATION	03183464		GTRANS AUTO SUPPLIES	485.85
					Total :	**485.85**
180772	5/27/2025	104934 ZUMAR INDUSTRIES, INC.	10345		SIGNS/SIGNALS SUPPLIES	425.76
					Total :	**425.76**
178	**Vouchers for bank code :**	usb			**Bank total :**	**3,044,156.34**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
178	Vouchers in this report				Total vouchers :	3,044,156.34

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 __21__ inclusive of the check register are accurate and funds are available for payment thereof.

By: _____

Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages __1___ to __21__ inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

_____

_____ 05/27/2025

Mayor Date

_____ _____

Councilmember Date

_____ _____

Councilmember Date

Acknowledged:

_____ _____

Councilmember Date

_____ _____

Councilmember Date

CITY OF GARDENA

INVESTMENT REPORT

April 2025

Prepared by Danny Rodriguez, Revenue and Purchasing Manager
Reviewed by Ray Beeman, Director of Administrative Services

MONTHLY ACCOUNT STATEMENT

City of Gardena Cons | Account #10647 | As of April 30, 2025

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 April 30, 2025

Portfolio Characteristics

Average Modified Duration	0.59
Average Coupon	4.18%
Average Purchase YTM	4.29%
Average Market YTM	4.28%
Average Credit Quality*	AAA
Average Final Maturity	0.70
Average Life	0.61

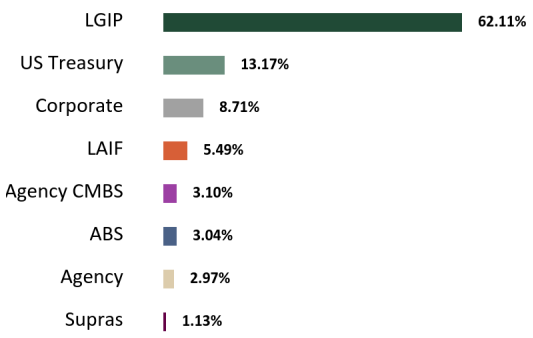
Account Summary

	End Values as of 03/31/2025	End Values as of 04/30/2025
Market Value	104,373,021.55	104,906,912.90
Accrued Interest	257,263.95	272,301.00
Total Market Value	**104,630,285.50**	**105,179,213.90**
Income Earned	353,095.99	406,815.00
Cont/WD	0.00	0.00
Par	98,132,519.28	98,462,616.61
Book Value	104,438,873.26	104,789,466.62
Cost Value	104,305,728.89	104,660,384.52

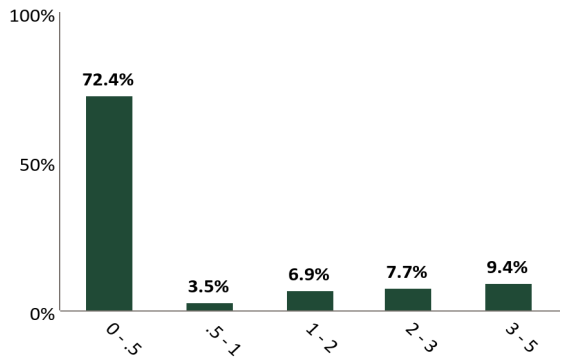
Top Issuers

California Asset Mgmt Program	55.27%
Government of The United States	13.17%
CalTrust	6.85%
LAIF	5.49%
FHLMC	3.10%
Farm Credit System	1.39%
Federal Home Loan Banks	1.26%
International Bank for Recon and Dev	1.13%

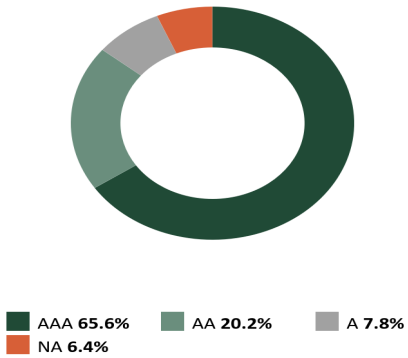
Sector Allocation



Maturity Distribution



Credit Quality (S&P)



*The average 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 April 30, 2025

Maturities / Calls

Month to Date	**(775,000.00)**
Fiscal Year to Date	**(3,585,000.00)**

Principal Paydowns

Month to Date	**(99,276.05)**
Fiscal Year to Date	**(407,644.30)**

Purchases

Month to Date	**2,065,720.05**
Fiscal Year to Date	**28,242,718.85**

Sales

Month to Date	**(704,305.30)**
Fiscal Year to Date	**(2,797,190.93)**

Interest Received

Month to Date	**387,226.40**
Fiscal Year to Date	**1,375,328.91**

Purchased / Sold Interest

Month to Date	**(5,075.97)**
Fiscal Year to Date	**(22,114.68)**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Book Value	104,438,873.26	83,441,152.90
Maturities/Calls	(775,000.00)	(3,585,000.00)
Principal Paydowns	(99,276.05)	(407,644.30)
Purchases	2,065,720.05	28,242,718.85
Sales	(704,305.30)	(2,797,190.93)
Change in Cash, Payables, Receivables	(146,172.84)	(147,910.12)
Amortization/Accretion	9,627.52	43,340.23
Realized Gain (Loss)	(0.02)	(0.01)
Ending Book Value	104,789,466.62	104,789,466.62

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2025)
Beginning Market Value	104,373,021.55	83,091,500.34
Maturities/Calls	(775,000.00)	(3,585,000.00)
Principal Paydowns	(99,276.05)	(407,644.30)
Purchases	2,065,720.05	28,242,718.85
Sales	(704,305.30)	(2,797,190.93)
Change in Cash, Payables, Receivables	(146,172.84)	(147,910.12)
Amortization/Accretion	9,627.52	43,340.23
Change in Net Unrealized Gain (Loss)	183,297.98	467,098.85
Realized Gain (Loss)	(0.02)	(0.01)
Ending Market Value	104,906,912.90	104,906,912.90

City of Gardena Cons | Account #10647 | As of April 30, 2025

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									
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	1,480.55	11/16/2021 0.89%	1,480.24 1,480.50	99.78 4.99%	1,477.23 0.36	0.00% (3.28)	Aaa/NA AAA	0.73 0.05
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	1,416.71	11/09/2021 0.95%	1,416.68 1,416.70	99.83 5.08%	1,414.33 0.45	0.00% (2.37)	NA/AAA AAA	0.96 0.04
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	23,151.59	02/15/2022 1.89%	23,148.10 23,150.81	99.56 4.90%	23,050.56 19.34	0.02% (100.25)	Aaa/AAA NA	1.04 0.14
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	31,080.47	08/15/2022 3.87%	31,078.61 31,079.99	99.74 4.76%	31,001.02 41.86	0.03% (78.97)	NA/AAA AAA	1.22 0.25
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	48,300.93	01/05/2023 4.81%	47,034.91 47,849.74	99.71 4.59%	48,161.61 25.84	0.05% 311.88	Aaa/AAA NA	1.32 0.21
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	26,229.30	04/07/2022 3.09%	26,228.68 26,229.16	99.60 4.74%	26,125.67 34.16	0.02% (103.49)	Aaa/AAA NA	1.38 0.22
47787JAC2	JDOT 2022 A3 2.32 09/15/2026	21,316.47	03/10/2022 2.34%	21,311.75 21,315.14	99.54 4.08%	21,217.83 21.98	0.02% (97.30)	Aaa/NA AAA	1.38 0.26
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	64,136.22	08/08/2023 5.38%	64,128.53 64,132.56	100.18 4.83%	64,252.38 105.43	0.06% 119.83	NA/AAA AAA	1.56 0.29
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	53,988.14	07/12/2022 3.77%	53,982.98 53,986.46	99.61 4.55%	53,775.90 89.74	0.05% (210.56)	Aaa/NA AAA	1.80 0.50
448979AD6	HART 2023-A A3 4.58 04/15/2027	101,624.88	04/04/2023 5.14%	101,614.96 101,620.04	99.93 4.80%	101,550.61 206.86	0.10% (69.43)	NA/AAA AAA	1.96 0.42
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	33,661.44	07/06/2022 3.93%	33,661.20 33,661.36	99.70 4.76%	33,560.45 51.05	0.03% (100.91)	Aaa/NA AAA	1.96 0.27
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	47,733.78	02/16/2023 5.09%	47,724.91 47,729.59	100.24 4.62%	47,846.40 66.83	0.05% 116.81	Aaa/NA AAA	1.97 0.50
02582JJT8	AMXCA 2022-2 A 3.39 05/17/2027	185,000.00	05/17/2022 3.42%	184,959.08 184,999.26	99.95 4.72%	184,907.37 278.73	0.18% (91.89)	NA/AAA AAA	0.04 0.04
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	121,789.08	10/12/2022 3.29%	121,779.63 121,785.20	100.19 4.84%	122,016.56 275.51	0.12% 231.36	Aaa/NA AAA	2.13 0.61
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	62,822.61	01/18/2023 4.56%	62,815.07 62,818.74	99.98 4.60%	62,807.13 125.92	0.06% (11.60)	NA/AAA AAA	2.54 0.52
58769GAD5	MBALT 2024-B A3 4.23 02/15/2028	130,000.00	09/17/2024 4.24%	129,978.12 129,981.97	99.94 4.31%	129,919.53 244.40	0.12% (62.44)	NA/AAA AAA	2.80 1.35
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	95,733.61	04/04/2023 4.51%	95,730.98 95,732.09	99.98 4.55%	95,711.20 178.30	0.09% (20.89)	Aaa/AAA NA	2.80 0.54

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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
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2026	125,000.00	06/07/2023 4.92%	124,988.91 124,994.91	100.63 4.28%	125,790.39 270.56	0.12% 795.48	NA/AAA AAA	1.04 0.99
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	310,000.00	09/12/2023 5.55%	309,978.70 309,986.09	101.04 4.56%	313,220.78 755.02	0.30% 3,234.68	Aaa/NA AAA	3.04 1.05
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	340,000.00	09/07/2023 5.23%	339,905.75 339,936.39	101.34 4.19%	344,552.40 779.73	0.33% 4,616.00	NA/AAA AAA	3.38 1.30
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	340,000.00	09/12/2023 5.29%	339,984.80 339,989.72	101.39 4.22%	344,724.16 790.31	0.33% 4,734.45	NA/AAA AAA	3.38 1.30
44934QAD3	HART 2024-B A3 4.84 03/15/2029	90,000.00	07/16/2024 5.45%	89,986.42 89,988.67	101.10 4.18%	90,991.58 193.60	0.09% 1,002.90	NA/AAA AAA	3.87 1.55
448976AD2	HART 2024-C A3 4.41 05/15/2029	140,000.00	10/08/2024 4.46%	139,989.75 139,990.96	100.48 4.18%	140,665.14 274.40	0.13% 674.18	NA/AAA AAA	4.04 1.73
89239TAD4	TAOT 2024-D A3 4.4 06/15/2029	105,000.00	10/10/2024 4.51%	104,994.14 104,994.81	100.51 4.10%	105,537.31 205.33	0.10% 542.49	Aaa/AAA NA	4.13 1.51
38014AAD3	GMCAR 2024-4 A3 4.4 08/16/2029	95,000.00	10/08/2024 4.32%	94,981.70 94,983.74	100.61 4.03%	95,577.06 174.17	0.09% 593.32	Aaa/AAA NA	4.30 1.49
096924AD7	BMWOT 2025-A A3 4.56 09/25/2029	220,000.00	02/04/2025 4.56%	219,978.33 219,979.33	100.85 4.11%	221,866.37 167.20	0.21% 1,887.04	Aaa/AAA NA	4.41 1.71
437921AD1	HONDA AUTO RECEIVABLES 2025-2 OWNER TRUST 4.65 10/15/2029	105,000.00	04/29/2025 4.65%	104,988.27 104,988.27	99.99 4.19%	104,988.24 0.00	0.10% (0.03)	Aaa/NA NA	4.46 2.22
92348KDY6	VZMT 2025-3 A1A 4.51 03/20/2030	255,000.00	03/25/2025 4.51%	254,989.04 254,989.23	100.55 4.35%	256,397.81 351.40	0.24% 1,408.58	Aaa/NA AAA	4.89 1.77
Total ABS		**3,174,465.75**	**4.68%**	**3,172,840.25** **3,173,791.43**	**100.59** **4.38%**	**3,193,107.01** **5,728.51**	**3.04%** **19,315.59**		**3.03** **1.13**
AGENCY									
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,962.24	98.17 4.11%	343,604.94 845.83	0.33% (6,357.30)	Aaa/AA+ AA+	0.52 0.51
3130B3A29	FEDERAL HOME LOAN BANKS 4.0 10/09/2026	600,000.00	10/21/2024 4.00%	599,994.00 599,995.60	100.38 3.73%	602,272.36 1,466.67	0.57% 2,276.76	Aaa/AA+ AA+	1.44 1.38
3133ERFJ5	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027	330,000.00	05/23/2024 4.79%	327,333.60 328,169.45	101.57 3.70%	335,177.86 6,641.25	0.32% 7,008.41	Aaa/AA+ AA+	2.05 1.91
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	700,000.00	03/21/2023 3.99%	715,799.00 709,087.69	102.43 3.60%	716,995.80 4,462.50	0.68% 7,908.11	Aaa/AA+ AA+	2.86 2.65

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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
3133ERGL9	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028	450,000.00	06/25/2024 4.44%	450,984.50 450,773.54	102.23 3.73%	460,015.16 8,100.00	0.44% 9,241.62	Aaa/AA+ AA+	3.10 2.83
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	650,000.00	12/28/2023 3.89%	660,575.50 657,723.09	101.90 3.68%	662,365.63 10,436.11	0.63% 4,642.54	Aaa/AA+ AA+	3.63 3.29
Total Agency		**3,080,000.00**	**3.74%**	**3,104,326.10** **3,095,711.60**	**101.33** **3.73%**	**3,120,431.73** **31,952.36**	**2.97%** **24,720.13**		**2.44** **2.25**
AGENCY CMBS									
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	469,843.54	02/15/2023 4.65%	446,149.48 464,288.47	98.82 4.33%	464,276.88 1,074.77	0.44% (11.59)	Aaa/AA+ AAA	0.74 0.64
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	320,000.00	02/06/2024 4.48%	310,725.00 314,647.35	98.82 4.09%	316,216.58 914.67	0.30% 1,569.23	Aaa/AA+ AAA	1.74 1.52
3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	500,000.00	08/22/2023 4.98%	470,429.69 482,094.69	98.52 3.99%	492,586.90 1,435.00	0.47% 10,492.21	Aaa/AA+ AAA	2.65 2.42
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	465,000.00	05/24/2023 4.34%	446,908.59 454,481.74	98.27 3.99%	456,958.24 1,298.13	0.44% 2,476.51	Aaa/AA+ AAA	2.74 2.47
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	325,000.00	01/23/2024 4.45%	317,814.45 319,861.75	99.62 4.00%	323,766.20 1,063.29	0.31% 3,904.45	Aaa/AA+ AA+	3.24 2.97
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	155,000.00	09/15/2023 4.86%	148,436.72 150,612.17	99.53 4.00%	154,265.01 503.75	0.15% 3,652.84	Aaa/AA+ AAA	3.32 3.03
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	315,000.00	10/03/2023 5.30%	270,973.83 285,051.39	93.71 4.03%	295,197.93 533.14	0.28% 10,146.54	Aaa/AA+ AAA	3.41 3.18
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	297,000.00	12/07/2023 4.60%	289,783.83 291,900.57	99.96 4.01%	296,890.76 1,002.38	0.28% 4,990.19	Aaa/AA+ AAA	3.41 3.11
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	220,000.00	09/20/2024 3.81%	220,575.78 220,488.43	99.58 4.01%	219,066.41 718.67	0.21% (1,422.02)	Aaa/AA+ AAA	3.41 3.07
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	240,000.00	10/20/2023 5.40%	223,818.75 228,790.69	98.99 4.05%	237,570.29 756.00	0.23% 8,779.60	Aaa/AA+ AA+	3.49 3.16
Total Agency CMBS		**3,306,843.54**	**4.68%**	**3,145,616.12** **3,212,217.27**	**98.51** **4.06%**	**3,256,795.20** **9,299.78**	**3.10%** **44,577.93**		**2.64** **2.40**
CASH									
CCYUSD	Payable	(104,988.27)	-- 0.00%	(104,988.27) (104,988.27)	1.00 0.00%	(104,988.27) 0.00	(0.10%) 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	1,391.20	-- 0.00%	1,391.20 1,391.20	1.00 0.00%	1,391.20 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00

City of Gardena Cons | Account #10647 | As of April 30, 2025

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
CCYUSD	Receivable	20,182.32	-- 0.00%	20,182.32 20,182.32	1.00 0.00%	20,182.32 0.00	0.02% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**(83,414.75)**	**0.00%**	**(83,414.75)** **(83,414.75)**	**1.00** **0.00%**	**(83,414.75)** **0.00**	**(0.08%)** **0.00**		**0.00** **0.00**
CORPORATE									
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	95,000.00	04/27/2022 3.46%	94,974.35 94,998.99	99.82 4.84%	94,832.45 1,238.17	0.09% (166.54)	A2/A- A	0.13 0.12
46625HMN7	JPMORGAN CHASE & CO 3.9 07/15/2025	400,000.00	05/29/2024 5.58%	392,748.00 398,676.64	99.89 4.41%	399,542.40 4,593.33	0.38% 865.76	A1/A AA-	0.21 0.20
6174468C6	MORGAN STANLEY 4.0 07/23/2025	394,000.00	04/10/2024 5.56%	386,478.56 392,663.21	99.86 4.59%	393,428.99 4,290.22	0.38% 765.77	A1/A- A+	0.23 0.23
931142EW9	WALMART INC 3.9 09/09/2025	80,000.00	09/06/2022 3.92%	79,944.00 79,993.31	99.80 4.45%	79,840.00 450.67	0.08% (153.31)	Aa2/AA AA	0.36 0.35
437076CR1	HOME DEPOT INC 4.0 09/15/2025	110,000.00	09/12/2022 4.01%	109,960.40 109,995.03	99.83 4.44%	109,812.89 562.22	0.10% (182.14)	A2/A A	0.38 0.37
20030NCS8	COMCAST CORP 3.95 10/15/2025	400,000.00	03/11/2024 4.95%	393,932.00 398,255.84	99.74 4.52%	398,973.62 702.22	0.38% 717.78	A3/A- A-	0.46 0.45
037833BY5	APPLE INC 3.25 02/23/2026	400,000.00	05/09/2023 4.05%	391,672.00 397,564.53	99.33 4.09%	397,315.04 2,455.56	0.38% (249.49)	Aaa/AA+ NA	0.82 0.79
61747YET8	MORGAN STANLEY 4.679 07/17/2026	175,000.00	07/18/2022 4.68%	175,000.00 175,000.00	99.97 5.84%	174,954.78 2,365.49	0.17% (45.22)	A1/A- A+	1.21 0.21
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	300,000.00	09/19/2023 5.61%	299,277.00 299,677.31	101.64 4.21%	304,928.75 3,361.65	0.29% 5,251.44	Aa1/A+ AA	1.30 1.15
931142ER0	WALMART INC 1.05 09/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,979.13	96.40 3.75%	38,560.22 51.33	0.04% (1,418.91)	Aa2/AA AA	1.38 1.34
63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	390,000.00	11/14/2023 5.25%	393,666.00 391,829.55	101.91 4.30%	397,466.23 10,192.00	0.38% 5,636.68	A2/A- A	1.54 1.35
89115A2V3	TORONTO-DOMINION BANK 5.264 12/11/2026	160,000.00	12/04/2023 5.26%	160,000.00 160,000.00	101.45 4.32%	162,315.81 3,275.38	0.15% 2,315.81	A2/A- AA-	1.62 1.50
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	150,000.00	01/10/2024 4.88%	149,962.50 149,978.51	101.21 4.13%	151,816.48 2,071.88	0.14% 1,837.96	A1/A AA-	1.72 1.61
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	170,000.00	02/21/2024 4.85%	169,779.00 169,865.71	101.56 3.90%	172,654.52 1,473.33	0.16% 2,788.82	A1/AA- NA	1.83 1.64

CHANDLER ASSET MANAGEMENT

City of Gardena Cons | Account #10647 | As of April 30, 2025

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
857477CL5	STATE STREET CORP 4.993 03/18/2027	365,000.00	03/13/2024 4.99%	365,000.00 365,000.00	101.52 4.14%	370,550.46 2,176.81	0.35% 5,550.46	Aa3/A AA-	1.88 1.70
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	400,000.00	04/08/2024 5.21%	397,448.00 398,351.74	101.24 4.30%	404,942.77 1,438.67	0.39% 6,591.04	A2/A- AA-	1.93 1.82
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	450,000.00	10/05/2022 4.70%	436,909.50 444,227.99	99.86 4.07%	449,367.16 8,550.00	0.43% 5,139.16	A2/A+ A+	2.03 1.89
14913UAL4	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027	405,000.00	05/21/2024 4.93%	405,743.58 405,508.73	101.98 3.98%	413,020.50 9,393.75	0.39% 7,511.77	A2/A A+	2.04 1.88
24422EXZ7	JOHN DEERE CAPITAL CORP 4.65 01/07/2028	280,000.00	01/06/2025 4.66%	279,916.00 279,924.61	101.75 3.95%	284,894.74 4,050.67	0.27% 4,970.14	A1/A A+	2.69 2.47
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	400,000.00	02/13/2023 4.44%	408,972.00 404,943.35	102.26 4.08%	409,032.76 4,180.00	0.39% 4,089.41	A2/A A	2.80 2.49
57636QAW4	MASTERCARD INC 4.875 03/09/2028	290,000.00	04/19/2023 4.17%	298,833.40 295,103.74	102.58 3.91%	297,484.90 2,042.08	0.28% 2,381.16	Aa3/A+ NA	2.86 2.56
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	300,000.00	09/06/2023 5.10%	282,801.00 288,892.10	98.79 4.13%	296,380.58 5,550.00	0.28% 7,488.48	A1/A NA	3.00 2.81
58933YBH7	MERCK & CO INC 4.05 05/17/2028	90,000.00	05/08/2023 4.07%	89,927.10 89,955.63	100.38 3.92%	90,341.64 1,660.50	0.09% 386.01	Aa3/A+ NA	3.05 2.72
91324PEU2	UNITEDHEALTH GROUP INC 4.25 01/15/2029	350,000.00	02/13/2025 4.77%	343,563.50 343,905.34	99.99 4.25%	349,951.33 4,379.86	0.33% 6,045.98	A2/A+ A	3.71 3.35
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	410,000.00	01/24/2024 4.64%	409,331.70 409,498.50	101.22 4.24%	414,989.11 4,767.39	0.40% 5,490.61	A1/A+ NA	3.76 3.38
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	400,000.00	06/25/2024 4.88%	402,872.00 402,374.83	102.53 4.36%	410,111.01 9,258.33	0.39% 7,736.18	A1/A+ A+	4.04 3.55
341081GT8	FLORIDA POWER & LIGHT CO 5.15 06/15/2029	330,000.00	09/19/2024 4.03%	345,331.80 343,282.05	103.56 4.20%	341,743.24 6,420.33	0.33% (1,538.80)	Aa2/A+ AA-	4.13 3.50
437076DC3	HOME DEPOT INC 4.75 06/25/2029	295,000.00	-- 4.74%	295,110.25 295,100.19	102.16 4.18%	301,368.32 4,904.38	0.29% 6,268.14	A2/A A	4.15 3.62
713448FX1	PEPSICO INC 4.5 07/17/2029	295,000.00	07/15/2024 4.53%	294,542.75 294,614.87	101.66 4.07%	299,904.88 3,835.00	0.29% 5,290.01	A1/A+ NA	4.21 3.69
26444HAH4	DUKE ENERGY FLORIDA LLC 2.5 12/01/2029	450,000.00	12/16/2024 4.72%	406,363.50 409,618.16	92.53 4.31%	416,373.80 4,687.50	0.40% 6,755.65	A1/A NA	4.59 4.21
931142FN8	WALMART INC 4.35 04/28/2030	310,000.00	04/23/2025 4.39%	309,463.70 309,464.58	101.17 4.09%	313,636.66 112.38	0.30% 4,172.08	Aa2/AA AA	4.99 4.38
Total Corporate		**9,084,000.00**	**4.78%**	**9,009,447.99** **9,038,244.15**	**100.67** **4.24%**	**9,140,536.06** **114,491.10**	**8.71%** **102,291.91**		**2.40** **2.14**

CHANDLER ASSET MANAGEMENT

City of Gardena Cons | Account #10647 | As of April 30, 2025

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
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	5,763,408.76	-- 4.27%	5,763,408.76 5,763,408.76	1.00 4.27%	5,763,408.76 0.00	5.49% 0.00	NA/NA NA	0.00 0.00
Total LAIF		**5,763,408.76**	**4.27%**	**5,763,408.76** **5,763,408.76**	**1.00** **4.27%**	**5,763,408.76** **0.00**	**5.49%** **0.00**		**0.00** **0.00**
LOCAL GOV INVESTMENT POOL									
09CATR$05	CalTrust MTF	723,982.85	-- 4.05%	7,263,266.79 7,263,266.79	9.92 4.05%	7,181,909.91 0.00	6.85% (81,356.88)	NA/AAAm NA	0.00 0.00
90CAMP$06	CAMP	1,250,000.00	12/31/2023 4.45%	1,250,000.00 1,250,000.00	1.00 4.45%	1,250,000.00 0.00	1.19% 0.00	NA/AAAm NA	0.00 0.00
90CAMP$00	CAMP	56,730,479.26	-- 4.45%	56,730,479.26 56,730,479.26	1.00 4.45%	56,730,479.26 0.00	54.08% 0.00	NA/AAAm AAA	0.00 0.00
Total Local Gov Investment Pool		**58,704,462.11**	**4.41%**	**65,243,746.05** **65,243,746.05**	**1.98** **4.41%**	**65,162,389.17** **0.00**	**62.11%** **(81,356.88)**		**0.00** **0.00**
MONEY MARKET FUND									
31846V203	FIRST AMER:GVT OBLG Y	347,851.21	-- 3.97%	347,851.21 347,851.21	1.00 3.97%	347,851.21 0.00	0.33% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		**347,851.21**	**3.97%**	**347,851.21** **347,851.21**	**1.00** **3.97%**	**347,851.21** **0.00**	**0.33%** **0.00**		**0.00** **0.00**
SUPRANATIONAL									
459058LK7	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.0 08/27/2026	170,000.00	08/20/2024 4.06%	169,802.80 169,869.52	100.28 3.78%	170,468.55 1,208.89	0.16% 599.03	Aaa/AAA NA	1.33 1.27
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	250,000.00	11/28/2023 4.53%	239,372.50 242,637.65	99.51 3.66%	248,769.84 2,649.31	0.24% 6,132.19	Aaa/AAA NA	3.20 2.97

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
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	-- 4.97%	246,407.00 247,559.13	102.91 3.67%	257,270.96 2,890.63	0.25% 9,711.83	Aaa/AAA NA	3.25 2.97
459058LN1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029	300,000.00	10/08/2024 3.93%	299,217.00 299,301.47	100.44 3.77%	301,333.44 484.38	0.29% 2,031.96	Aaa/AAA NA	4.46 4.06
459058LR2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030	205,000.00	03/14/2025 4.20%	204,268.15 204,284.98	101.52 3.78%	208,121.42 963.07	0.20% 3,836.43	Aaa/AAA NA	4.89 4.38
Total Supranational		**1,175,000.00**	**4.35%**	**1,159,067.45 1,163,652.76**	**100.95 3.73%**	**1,185,964.21 8,196.27**	**1.13% 22,311.45**		**3.56 3.25**
US TREASURY									
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 364,896.85	99.65 4.53%	363,716.80 381.04	0.35% (1,180.05)	Aaa/AA+ AA+	0.08 0.08
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	500,000.00	07/30/2024 4.90%	491,425.78 498,790.47	99.82 4.26%	499,121.10 5,410.37	0.48% 330.62	Aaa/AA+ AA+	0.13 0.12
91282CEY3	UNITED STATES TREASURY 3.0 07/15/2025	475,000.00	03/15/2024 4.94%	463,273.44 473,182.87	99.72 4.31%	473,687.26 4,172.65	0.45% 504.39	Aaa/AA+ AA+	0.21 0.21
9128284Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	-- 0.99%	800,092.78 754,336.52	99.48 4.34%	746,062.50 3,474.86	0.71% (8,274.02)	Aaa/AA+ AA+	0.34 0.33
91282CFK2	UNITED STATES TREASURY 3.5 09/15/2025	475,000.00	03/15/2024 4.90%	465,537.11 472,625.61	99.74 4.18%	473,775.39 2,123.30	0.45% 1,149.78	Aaa/AA+ AA+	0.38 0.37
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	550,000.00	06/23/2023 4.59%	545,982.42 549,203.16	100.04 4.15%	550,236.33 1,021.86	0.52% 1,033.17	Aaa/AA+ AA+	0.46 0.45
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	-- 0.88%	734,730.47 747,839.24	97.87 4.12%	733,998.05 1,174.45	0.70% (13,841.20)	Aaa/AA+ AA+	0.59 0.57
91282CGA3	UNITED STATES TREASURY 4.0 12/15/2025	600,000.00	11/18/2024 4.38%	597,632.81 598,619.64	99.98 4.03%	599,882.81 9,032.97	0.57% 1,263.17	Aaa/AA+ AA+	0.63 0.60
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	750,000.00	02/25/2022 1.91%	760,078.13 752,256.10	98.50 3.93%	738,779.30 1,429.30	0.70% (13,476.80)	Aaa/AA+ AA+	0.92 0.89
91282CGV7	UNITED STATES TREASURY 3.75 04/15/2026	400,000.00	02/24/2025 4.21%	397,968.75 398,287.67	99.85 3.90%	399,417.97 655.74	0.38% 1,130.30	Aaa/AA+ AA+	0.96 0.93
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	250,000.00	10/14/2021 0.99%	257,148.44 251,619.40	97.72 3.89%	244,300.78 1,874.14	0.23% (7,318.62)	Aaa/AA+ AA+	1.04 1.01

CHANDLER ASSET MANAGEMENT

City of Gardena Cons | Account #10647 | As of April 30, 2025

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
91282CHB0	UNITED STATES TREASURY 3.625 05/15/2026	300,000.00	03/28/2025 4.06%	298,558.59 298,667.57	99.74 3.88%	299,210.16 5,016.92	0.29% 542.58	Aaa/AA+ AA+	1.04 0.99
91282CHH7	UNITED STATES TREASURY 4.125 06/15/2026	475,000.00	08/26/2024 3.94%	476,502.93 475,937.90	100.30 3.85%	476,428.71 7,374.57	0.45% 490.81	Aaa/AA+ AA+	1.13 1.07
912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	300,000.00	12/28/2021 1.24%	305,296.88 301,577.47	97.13 3.73%	291,375.00 412.91	0.28% (10,202.47)	Aaa/AA+ AA+	1.42 1.38
91282CJC6	UNITED STATES TREASURY 4.625 10/15/2026	475,000.00	08/26/2024 3.84%	482,514.65 480,131.96	101.26 3.73%	480,974.61 960.38	0.46% 842.65	Aaa/AA+ AA+	1.46 1.40
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	625,000.00	03/29/2022 2.55%	609,912.11 619,976.65	97.45 3.72%	609,057.62 5,766.57	0.58% (10,919.03)	Aaa/AA+ AA+	1.54 1.48
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	300,000.00	12/27/2023 4.02%	302,906.25 301,591.33	101.07 3.69%	303,199.22 4,939.90	0.29% 1,607.89	Aaa/AA+ AA+	1.63 1.53
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	-- 2.90%	736,449.21 744,615.31	97.95 3.61%	734,648.44 1,588.11	0.70% (9,966.87)	Aaa/AA+ AA+	1.92 1.84
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	350,000.00	06/09/2022 3.08%	338,666.02 345,315.29	97.59 3.61%	341,564.45 3,834.77	0.33% (3,750.84)	Aaa/AA+ AA+	2.04 1.94
91282CKZ3	UNITED STATES TREASURY 4.375 07/15/2027	1,000,000.00	11/18/2024 4.29%	1,002,070.31 1,001,721.69	101.62 3.60%	1,016,171.88 12,810.77	0.97% 14,450.19	Aaa/AA+ AA+	2.21 2.07
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	570,000.00	10/26/2022 4.19%	568,419.14 569,224.95	101.28 3.57%	577,280.86 1,991.50	0.55% 8,055.91	Aaa/AA+ AA+	2.42 2.28
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	800,000.00	12/20/2022 3.84%	743,625.00 770,773.18	96.77 3.59%	774,125.00 8,303.87	0.74% 3,351.82	Aaa/AA+ AA+	2.54 2.41
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	500,000.00	05/25/2023 3.98%	497,890.63 498,777.07	100.77 3.57%	503,867.19 6,476.17	0.48% 5,090.12	Aaa/AA+ AA+	2.67 2.48
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	600,000.00	01/10/2025 4.46%	585,117.19 586,487.47	100.13 3.58%	600,773.44 1,842.21	0.57% 14,285.96	Aaa/AA+ AA+	2.92 2.74
9128285M8	UNITED STATES TREASURY 3.125 11/15/2028	400,000.00	04/10/2025 3.89%	389,765.63 389,921.40	98.33 3.63%	393,328.12 5,766.57	0.37% 3,406.72	Aaa/AA+ AA+	3.54 3.27
912828YB0	UNITED STATES TREASURY 1.625 08/15/2029	150,000.00	09/24/2024 3.49%	137,542.97 139,064.33	92.08 3.63%	138,123.05 505.01	0.13% (941.29)	Aaa/AA+ AA+	4.29 4.07
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	200,000.00	12/17/2024 4.25%	198,929.69 199,009.02	101.82 3.69%	203,632.81 3,445.05	0.19% 4,623.80	Aaa/AA+ AA+	4.59 4.08
91282CMU2	UNITED STATES TREASURY 4.0 03/31/2030	250,000.00	03/28/2025 4.02%	249,804.69 249,808.01	101.24 3.72%	253,105.47 846.99	0.24% 3,297.46	Aaa/AA+ AA+	4.92 4.42
Total US Treasury		**13,910,000.00**	**3.38%**	**13,797,495.34 13,834,258.14**	**99.38 3.86%**	**13,819,844.30 102,632.99**	**13.17% (14,413.84)**		**1.55 1.46**

City of Gardena Cons | Account #10647 | As of April 30, 2025

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
				104,660,384.52	33.43	104,906,912.90	100.00%		0.70
Total Portfolio		**98,462,616.61**	**4.29%**	**104,789,466.62**	**4.28%**	**272,301.00**	**117,446.28**		**0.59**
Total Market Value + Accrued						**105,179,213.90**			

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of April 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	04/02/2025	31846V203	836.68	FIRST AMER:GVT OBLG Y	1.000	3.96%	(836.68)	0.00	(836.68)	0.00
Purchase	04/03/2025	31846V203	325,000.00	FIRST AMER:GVT OBLG Y	1.000	3.96%	(325,000.00)	0.00	(325,000.00)	0.00
Purchase	04/07/2025	31846V203	9,960.00	FIRST AMER:GVT OBLG Y	1.000	3.96%	(9,960.00)	0.00	(9,960.00)	0.00
Purchase	04/09/2025	31846V203	11,866.67	FIRST AMER:GVT OBLG Y	1.000	3.97%	(11,866.67)	0.00	(11,866.67)	0.00
Purchase	04/11/2025	9128285M8	400,000.00	UNITED STATES TREASURY 3.125 11/15/2028	97.441	3.89%	(389,765.63)	(5,075.97)	(394,841.60)	0.00
Purchase	04/15/2025	90LAIF$00	62,819.86	Local Agency Investment Fund State Pool	1.000	4.28%	(62,819.86)	0.00	(62,819.86)	0.00
Purchase	04/15/2025	31846V203	536,024.84	FIRST AMER:GVT OBLG Y	1.000	3.94%	(536,024.84)	0.00	(536,024.84)	0.00
Purchase	04/15/2025	31846V203	20,049.51	FIRST AMER:GVT OBLG Y	1.000	3.94%	(20,049.51)	0.00	(20,049.51)	0.00
Purchase	04/16/2025	31846V203	13,220.18	FIRST AMER:GVT OBLG Y	1.000	3.96%	(13,220.18)	0.00	(13,220.18)	0.00
Purchase	04/16/2025	31846V203	5,812.50	FIRST AMER:GVT OBLG Y	1.000	3.96%	(5,812.50)	0.00	(5,812.50)	0.00
Purchase	04/21/2025	31846V203	14,361.04	FIRST AMER:GVT OBLG Y	1.000	3.94%	(14,361.04)	0.00	(14,361.04)	0.00
Purchase	04/21/2025	31846V203	7,698.51	FIRST AMER:GVT OBLG Y	1.000	3.94%	(7,698.51)	0.00	(7,698.51)	0.00
Purchase	04/25/2025	31846V203	20,347.32	FIRST AMER:GVT OBLG Y	1.000	3.92%	(20,347.32)	0.00	(20,347.32)	0.00
Purchase	04/25/2025	31846V203	2,722.57	FIRST AMER:GVT OBLG Y	1.000	3.92%	(2,722.57)	0.00	(2,722.57)	0.00
Purchase	04/28/2025	931142FN8	310,000.00	WALMART INC 4.35 04/28/2030	99.827	4.39%	(309,463.70)	0.00	(309,463.70)	0.00
Purchase	04/30/2025	90CAMP$00	206,704.63	CAMP	1.000	4.45%	(206,704.63)	0.00	(206,704.63)	0.00
Purchase	04/30/2025	09CATR$05	2,427.23	CalTrust MTF	9.920	4.05%	(24,078.14)	0.00	(24,078.14)	0.00
Total Purchase			**1,949,851.54**				**(1,960,731.78)**	**(5,075.97)**	**(1,965,807.75)**	**0.00**
TOTAL ACQUISITIONS			**1,949,851.54**				**(1,960,731.78)**	**(5,075.97)**	**(1,965,807.75)**	**0.00**
DISPOSITIONS										
Maturity	04/03/2025	912797MV6	(325,000.00)	UNITED STATES TREASURY 04/03/2025	100.000	4.30%	325,000.00	0.00	325,000.00	0.00
Maturity	04/15/2025	91282CEH0	(450,000.00)	UNITED STATES TREASURY 2.625 04/15/2025	100.000	5.18%	450,000.00	0.00	450,000.00	0.00
Total Maturity			**(775,000.00)**				**775,000.00**	**0.00**	**775,000.00**	**0.00**
Sale	04/11/2025	31846V203	(394,841.60)	FIRST AMER:GVT OBLG Y	1.000	3.97%	394,841.60	0.00	394,841.60	0.00

City of Gardena Cons | Account #10647 | As of April 30, 2025

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Sale	04/28/2025	31846V203	(309,463.70)	FIRST AMER:GVT OBLG Y	1.000	3.94%	309,463.70	0.00	309,463.70	0.00
Total Sale			**(704,305.30)**				**704,305.30**	**0.00**	**704,305.30**	**0.00**
TOTAL DISPOSITIONS			**(1,479,305.30)**				**1,479,305.30**	**0.00**	**1,479,305.30**	**0.00**
OTHER TRANSACTIONS										
Coupon	04/01/2025	3137FJZ93	0.00	FHMS K-084 A2 3.78 10/25/2028		5.40%	756.00	0.00	756.00	0.00
Coupon	04/01/2025	3137H4BY5	0.00	FHMS K-746 A2 2.031 09/25/2028		5.30%	533.14	0.00	533.14	0.00
Coupon	04/01/2025	3137FEBQ2	0.00	FHMS K-072 A2 3.444 12/25/2027		4.98%	1,435.00	0.00	1,435.00	0.00
Coupon	04/01/2025	3137FJEH8	0.00	FHMS K-081 A2 3.9 08/25/2028		4.86%	503.75	0.00	503.75	0.00
Coupon	04/01/2025	3137BNGT5	0.00	FHMS K-054 A2 2.745 01/25/2026		4.65%	1,076.80	0.00	1,076.80	0.00
Coupon	04/01/2025	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	04/01/2025	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027		4.48%	914.67	0.00	914.67	0.00
Coupon	04/01/2025	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	04/01/2025	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028		4.34%	1,298.12	0.00	1,298.12	0.00
Coupon	04/01/2025	3137FJKE8	0.00	FHMS K-082 A2 3.92 09/25/2028		3.81%	718.67	0.00	718.67	0.00
Coupon	04/05/2025	89115A2W1	0.00	TORONTO-DOMINION BANK 4.98 04/05/2027		5.21%	9,960.00	0.00	9,960.00	0.00
Coupon	04/09/2025	3130B3A29	0.00	FEDERAL HOME LOAN BANKS 4.0 10/09/2026		4.00%	11,866.67	0.00	11,866.67	0.00
Coupon	04/15/2025	47787CAC7	0.00	JDOT 2023-C A3 5.48 05/15/2028		5.55%	1,415.67	0.00	1,415.67	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	04/15/2025	44934QAD3	0.00	HART 2024-B A3 4.84 03/15/2029		5.45%	363.00	0.00	363.00	0.00
Coupon	04/15/2025	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	04/15/2025	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	04/15/2025	91282CEH0	0.00	UNITED STATES TREASURY 2.625 04/15/2025		5.18%	5,906.25	0.00	5,906.25	0.00
Coupon	04/15/2025	448979AD6	0.00	HART 2023-A A3 4.58 04/15/2027		5.14%	430.08	0.00	430.08	0.00
Coupon	04/15/2025	20030NCS8	0.00	COMCAST CORP 3.95 10/15/2025		4.95%	7,900.00	0.00	7,900.00	0.00
Coupon	04/15/2025	02582JJZ4	0.00	AMXCA 2023-1 A 4.87 05/15/2026		4.92%	507.29	0.00	507.29	0.00
Coupon	04/15/2025	91282CFP1	0.00	UNITED STATES TREASURY 4.25 10/15/2025		4.59%	11,687.50	0.00	11,687.50	0.00
Coupon	04/15/2025	58770AAC7	0.00	MBART 2023-1 A3 4.51 11/15/2027		4.56%	256.61	0.00	256.61	0.00
Coupon	04/15/2025	89239TAD4	0.00	TAOT 2024-D A3 4.4 06/15/2029		4.51%	385.00	0.00	385.00	0.00
Coupon	04/15/2025	448976AD2	0.00	HART 2024-C A3 4.41 05/15/2029		4.46%	514.50	0.00	514.50	0.00
Coupon	04/15/2025	58769GAD5	0.00	MBALT 2024-B A3 4.23 02/15/2028		4.24%	458.25	0.00	458.25	0.00
Coupon	04/15/2025	91282CGV7	0.00	UNITED STATES TREASURY 3.75 04/15/2026		4.21%	7,500.00	0.00	7,500.00	0.00
Coupon	04/15/2025	91282CJC6	0.00	UNITED STATES TREASURY 4.625 10/15/2026		3.84%	10,984.38	0.00	10,984.38	0.00
Coupon	04/15/2025	47800AAC4	0.00	JDOT 2022-B A3 3.74 02/16/2027		3.77%	188.93	0.00	188.93	0.00
Coupon	04/15/2025	02582JJT8	0.00	AMXCA 2022-2 A 3.39 05/17/2027		3.42%	522.63	0.00	522.63	0.00
Coupon	04/15/2025	47800BAC2	0.00	JDOT 2022-C A3 5.09 06/15/2027		3.29%	561.36	0.00	561.36	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	04/15/2025	89238FAD5	0.00	TAOT 2022-B A3 2.93 09/15/2026		3.09%	76.32	0.00	76.32	0.00
Coupon	04/15/2025	47787JAC2	0.00	JDOT 2022 A3 2.32 09/15/2026		2.34%	48.30	0.00	48.30	0.00
Coupon	04/15/2025	43815BAC4	0.00	HAROT 2022-1 A3 1.88 05/15/2026		1.89%	47.47	0.00	47.47	0.00
Coupon	04/15/2025	89238JAC9	0.00	TAOT 2021-D A3 0.71 04/15/2026		0.95%	2.21	0.00	2.21	0.00
Coupon	04/15/2025	47789QAC4	0.00	JDOT 2021-B A3 0.52 03/16/2026		0.52%	0.66	0.00	0.66	0.00
Coupon	04/16/2025	362583AD8	0.00	GMCAR 2023-2 A3 4.47 02/16/2028		4.51%	384.26	0.00	384.26	0.00
Coupon	04/16/2025	38014AAD3	0.00	GMCAR 2024-4 A3 4.4 08/16/2029		4.32%	348.33	0.00	348.33	0.00
Coupon	04/16/2025	459058LN1	0.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029		3.93%	5,814.00	0.00	5,814.00	0.00
Coupon	04/16/2025	36265WAD5	0.00	GMCAR 2022-3 A3 3.64 04/16/2027		3.93%	117.11	0.00	117.11	0.00
Coupon	04/18/2025	43815PAC3	0.00	HAROT 2022-2 A3 3.73 07/20/2026		3.87%	114.69	0.00	114.69	0.00
Coupon	04/20/2025	379929AD4	0.00	GMALT 2023-3 A3 5.38 11/20/2026		5.38%	321.04	0.00	321.04	0.00
Coupon	04/20/2025	92348KDY6	0.00	VZMT 2025-3 A1A 4.51 03/20/2030		4.51%	638.92	0.00	638.92	0.00
Coupon	04/21/2025	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027		5.09%	219.83	0.00	219.83	0.00
Coupon	04/21/2025	43815GAC3	0.00	HAROT 2021-4 A3 0.88 01/21/2026		0.89%	3.19	0.00	3.19	0.00
Coupon	04/25/2025	05602RAD3	0.00	BMWOT 2022-A A3 3.21 08/25/2026		4.81%	160.99	0.00	160.99	0.00
Coupon	04/25/2025	096924AD7	0.00	BMWOT 2025-A A3 4.56 09/25/2029		4.56%	836.00	0.00	836.00	0.00

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Total Coupon			**0.00**				**92,787.09**	**0.00**	**92,787.09**	**0.00**
Dividend	04/15/2025	90LAIF$00	0.00	Local Agency Investment Fund State Pool		4.28%	761.71	0.00	761.71	0.00
Dividend	04/30/2025	90CAMP$00	0.00	CAMP		4.45%	206,704.63	0.00	206,704.63	0.00
Dividend	04/30/2025	09CATR$05	0.00	CalTrust MTF		4.05%	24,078.14	0.00	24,078.14	0.00
Dividend	04/30/2025	31846V203	0.00	FIRST AMER:GVT OBLG Y		3.98%	1,391.20	0.00	1,391.20	0.00
Total Dividend			**0.00**				**232,935.68**	**0.00**	**232,935.68**	**0.00**
Principal Paydown	04/01/2025	3137BNGT5	889.77	FHMS K-054 A2 2.745 01/25/2026		4.65%	889.77	--	889.77	0.01
Principal Paydown	04/15/2025	448979AD6	11,060.99	HART 2023-A A3 4.58 04/15/2027		5.14%	11,060.99	--	11,060.99	(0.00)
Principal Paydown	04/15/2025	58770AAC7	5,453.85	MBART 2023-1 A3 4.51 11/15/2027		4.56%	5,453.85	--	5,453.85	(0.00)
Principal Paydown	04/15/2025	47800AAC4	6,630.11	JDOT 2022-B A3 3.74 02/16/2027		3.77%	6,630.11	--	6,630.11	0.00
Principal Paydown	04/15/2025	47800BAC2	10,554.59	JDOT 2022-C A3 5.09 06/15/2027		3.29%	10,554.59	--	10,554.59	0.00
Principal Paydown	04/15/2025	89238FAD5	5,026.67	TAOT 2022-B A3 2.93 09/15/2026		3.09%	5,026.67	--	5,026.67	(0.00)
Principal Paydown	04/15/2025	47787JAC2	3,668.37	JDOT 2022 A3 2.32 09/15/2026		2.34%	3,668.37	--	3,668.37	(0.00)
Principal Paydown	04/15/2025	43815BAC4	7,151.17	HAROT 2022-1 A3 1.88 05/15/2026		1.89%	7,151.17	--	7,151.17	0.00
Principal Paydown	04/15/2025	89238JAC9	2,312.09	TAOT 2021-D A3 0.71 04/15/2026		0.95%	2,312.09	--	2,312.09	(0.00)
Principal Paydown	04/15/2025	47789QAC4	1,516.27	JDOT 2021-B A3 0.52 03/16/2026		0.52%	1,516.27	--	1,516.27	(0.00)
Principal Paydown	04/16/2025	362583AD8	7,423.21	GMCAR 2023-2 A3 4.47 02/16/2028		4.51%	7,423.21	--	7,423.21	0.00
Principal Paydown	04/16/2025	36265WAD5	4,945.77	GMCAR 2022-3 A3 3.64 04/16/2027		3.93%	4,945.77	--	4,945.77	(0.00)
Principal Paydown	04/18/2025	43815PAC3	5,816.20	HAROT 2022-2 A3 3.73 07/20/2026		3.87%	5,816.20	--	5,816.20	(0.00)

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Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/ Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Principal Paydown	04/20/2025	379929AD4	7,470.19	GMALT 2023-3 A3 5.38 11/20/2026		5.38%	7,470.19	--	7,470.19	(0.00)
Principal Paydown	04/21/2025	43815JAC7	4,606.13	HAROT 2023-1 A3 5.04 04/21/2027		5.09%	4,606.13	--	4,606.13	(0.00)
Principal Paydown	04/21/2025	43815GAC3	2,869.36	HAROT 2021-4 A3 0.88 01/21/2026		0.89%	2,869.36	--	2,869.36	(0.00)
Principal Paydown	04/25/2025	05602RAD3	11,881.31	BMWOT 2022-A A3 3.21 08/25/2026		4.81%	11,881.31	--	11,881.31	(0.00)
Total Principal Paydown			**99,276.05**				**99,276.05**	**--**	**99,276.05**	**(0.02)**
TOTAL OTHER TRANSACTIONS			**99,276.05**				**424,998.82**	**0.00**	**424,998.82**	**(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	347,851.21	84,256.69 967,899.82 (704,305.30) 347,851.21	0.00 836.68 0.00 836.68	0.00 0.00 0.00 836.68	836.68
912797MV6	UNITED STATES TREASURY 04/03/2025	01/30/2025 01/31/2025 0.00	324,923.99 0.00 (325,000.00) 0.00	0.00 0.00 0.00 0.00	76.01 0.00 76.01 76.01	76.01
CCYUSD	Payable	(104,988.27)	0.00 0.00 0.00 (104,988.27)	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
CCYUSD	Receivable	21,573.52	62,758.09 0.00 0.00 21,573.52	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Cash & Equivalents		**264,436.46**	**471,938.77** **967,899.82** **(1,029,305.30)** **264,436.46**	**0.00** **836.68** **0.00** **836.68**	**76.01** **0.00** **76.01** **912.69**	**912.69**
FIXED INCOME						
02582JJT8	AMXCA 2022-2 A 3.39 05/17/2027	05/17/2022 05/24/2022 185,000.00	184,997.69 0.00 0.00 184,999.26	278.73 522.63 278.73 522.63	1.58 0.00 1.58 524.21	524.21
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2026	06/07/2023 06/14/2023 125,000.00	124,994.50 0.00 0.00 124,994.91	270.56 507.29 270.56 507.29	0.40 0.00 0.40 507.69	507.69
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	09/12/2023 09/19/2023 340,000.00	339,989.47 0.00 0.00 339,989.72	790.31 1,481.83 790.31 1,481.83	0.25 0.00 0.25 1,482.08	1,482.08

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
037833BY5	APPLE INC 3.25 02/23/2026	05/09/2023 05/11/2023 400,000.00	397,319.35 0.00 0.00 397,564.53	1,372.22 0.00 2,455.56 1,083.33	245.18 0.00 245.18 1,328.51	1,328.51
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	01/05/2023 01/09/2023 48,300.93	59,585.00 0.00 (11,881.31) 47,849.74	32.20 160.99 25.84 154.63	146.05 0.00 146.05 300.68	300.68
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	09/19/2023 09/21/2023 300,000.00	299,656.88 0.00 0.00 299,677.31	1,980.15 0.00 3,361.65 1,381.50	20.42 0.00 20.42 1,401.92	1,401.92
096924AD7	BMWOT 2025-A A3 4.56 09/25/2029	02/04/2025 02/12/2025 220,000.00	219,978.95 0.00 0.00 219,979.33	167.20 836.00 167.20 836.00	0.39 0.00 0.39 836.39	836.39
14913UAL4	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027	05/21/2024 05/23/2024 405,000.00	405,529.27 0.00 0.00 405,508.73	7,706.25 0.00 9,393.75 1,687.50	0.00 (20.54) (20.54) 1,666.96	1,666.96
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	09/07/2023 09/15/2023 340,000.00	339,934.84 0.00 0.00 339,936.39	779.73 1,462.00 779.73 1,462.00	1.55 0.00 1.55 1,463.55	1,463.55
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	02/21/2024 02/26/2024 170,000.00	169,859.66 0.00 0.00 169,865.71	793.33 0.00 1,473.33 680.00	6.05 0.00 6.05 686.05	686.05
20030NCS8	COMCAST CORP 3.95 10/15/2025	03/11/2024 03/13/2024 400,000.00	397,942.52 0.00 0.00 398,255.84	7,285.56 7,900.00 702.22 1,316.67	313.32 0.00 313.32 1,629.99	1,629.99
24422EXZ7	JOHN DEERE CAPITAL CORP 4.65 01/07/2028	01/06/2025 01/09/2025 280,000.00	279,922.30 0.00 0.00 279,924.61	2,965.67 0.00 4,050.67 1,085.00	2.31 0.00 2.31 1,087.31	1,087.31

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
26444HAH4	DUKE ENERGY FLORIDA LLC 2.5 12/01/2029	12/16/2024 12/17/2024 450,000.00	408,894.90 0.00 0.00 409,618.16	3,750.00 0.00 4,687.50 937.50	723.26 0.00 723.26 1,660.76	1,660.76
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	03/21/2023 03/22/2023 700,000.00	709,348.83 0.00 0.00 709,087.69	1,837.50 0.00 4,462.50 2,625.00	0.00 (261.14) (261.14) 2,363.86	2,363.86
3130B3A29	FEDERAL HOME LOAN BANKS 4.0 10/09/2026	10/21/2024 10/22/2024 600,000.00	599,995.35 0.00 0.00 599,995.60	11,333.33 11,866.67 1,466.67 2,000.00	0.25 0.00 0.25 2,000.25	2,000.25
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	12/28/2023 12/29/2023 650,000.00	657,898.08 0.00 0.00 657,723.09	8,134.03 0.00 10,436.11 2,302.08	0.00 (174.99) (174.99) 2,127.09	2,127.09
3133ERFJ5	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027	05/23/2024 05/24/2024 330,000.00	328,096.13 0.00 0.00 328,169.45	5,403.75 0.00 6,641.25 1,237.50	73.32 0.00 73.32 1,310.82	1,310.82
3133ERGL9	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028	06/25/2024 06/26/2024 450,000.00	450,794.02 0.00 0.00 450,773.54	6,412.50 0.00 8,100.00 1,687.50	0.00 (20.48) (20.48) 1,667.02	1,667.02
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,956.28 0.00 0.00 349,962.24	700.00 0.00 845.83 145.83	5.96 0.00 5.96 151.80	151.80
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	02/15/2023 02/21/2023 469,843.54	464,486.21 0.00 (889.77) 464,288.47	1,076.80 1,076.80 1,074.77 1,074.76	692.02 0.00 692.02 1,766.79	1,766.79
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	02/06/2024 02/09/2024 320,000.00	314,384.11 0.00 0.00 314,647.35	914.67 914.67 914.67 914.67	263.25 0.00 263.25 1,177.92	1,177.92

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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
3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	08/22/2023 08/25/2023 500,000.00	481,525.67 0.00 0.00 482,094.69	1,435.00 1,435.00 1,435.00 1,435.00	569.02 0.00 569.02 2,004.02	2,004.02
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	05/24/2023 05/30/2023 465,000.00	454,158.10 0.00 0.00 454,481.74	1,298.13 1,298.12 1,298.13 1,298.12	323.64 0.00 323.64 1,621.76	1,621.76
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	01/23/2024 01/26/2024 325,000.00	319,728.52 0.00 0.00 319,861.75	1,063.29 1,063.29 1,063.29 1,063.29	133.23 0.00 133.23 1,196.52	1,196.52
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	09/15/2023 09/20/2023 155,000.00	150,501.36 0.00 0.00 150,612.17	503.75 503.75 503.75 503.75	110.80 0.00 110.80 614.55	614.55
3137FJKE8	FHMS K-082 A2 3.92 09/25/2028	09/20/2024 09/25/2024 220,000.00	220,500.45 0.00 0.00 220,488.43	718.67 718.67 718.67 718.67	0.00 (12.02) (12.02) 706.65	706.65
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	12/07/2023 12/12/2023 297,000.00	291,775.07 0.00 0.00 291,900.57	1,002.38 1,002.38 1,002.38 1,002.38	125.50 0.00 125.50 1,127.88	1,127.88
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	10/20/2023 10/25/2023 240,000.00	228,521.45 0.00 0.00 228,790.69	756.00 756.00 756.00 756.00	269.24 0.00 269.24 1,025.24	1,025.24
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	10/03/2023 10/06/2023 315,000.00	284,314.35 0.00 0.00 285,051.39	533.14 533.14 533.14 533.14	737.05 0.00 737.05 1,270.19	1,270.19
341081GT8	FLORIDA POWER & LIGHT CO 5.15 06/15/2029	09/19/2024 09/20/2024 330,000.00	343,557.80 0.00 0.00 343,282.05	5,004.08 0.00 6,420.33 1,416.25	0.00 (275.75) (275.75) 1,140.50	1,140.50

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
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	04/04/2023 04/12/2023 95,733.61	103,155.13 0.00 (7,423.21) 95,732.09	192.13 384.26 178.30 370.43	0.17 0.00 0.17 370.60	370.60
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	07/06/2022 07/13/2022 33,661.44	38,607.12 0.00 (4,945.77) 33,661.36	58.55 117.11 51.05 109.61	0.02 0.00 0.02 109.62	109.62
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	08/08/2023 08/16/2023 64,136.22	71,602.11 0.00 (7,470.19) 64,132.56	117.71 321.04 105.43 308.76	0.64 0.00 0.64 309.40	309.40
38014AAD3	GMCAR 2024-4 A3 4.4 08/16/2029	10/08/2024 10/16/2024 95,000.00	94,983.43 0.00 0.00 94,983.74	174.17 348.33 174.17 348.33	0.31 0.00 0.31 348.64	348.64
437076CR1	HOME DEPOT INC 4.0 09/15/2025	09/12/2022 09/19/2022 110,000.00	109,993.94 0.00 0.00 109,995.03	195.56 0.00 562.22 366.67	1.09 0.00 1.09 367.75	367.75
437076DC3	HOME DEPOT INC 4.75 06/25/2029	295,000.00	295,102.53 0.00 0.00 295,100.19	3,736.67 0.00 4,904.38 1,167.71	15.37 (17.71) (2.34) 1,165.36	1,165.36
437921AD1	HONDA AUTO RECEIVABLES 2025-2 OWNER TRUST 4.65 10/15/2029	04/29/2025 05/08/2025 105,000.00	0.00 104,988.27 0.00 104,988.27	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	02/15/2022 02/23/2022 23,151.59	30,301.66 0.00 (7,151.17) 23,150.81	25.32 47.47 19.34 41.49	0.32 0.00 0.32 41.81	41.81
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	11/16/2021 11/24/2021 1,480.55	4,349.76 0.00 (2,869.36) 1,480.50	1.06 3.19 0.36 2.49	0.11 0.00 0.11 2.60	2.60

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43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	02/16/2023 02/24/2023 47,733.78	52,335.13 0.00 (4,606.13) 47,729.59	73.28 219.83 66.83 213.38	0.60 0.00 0.60 213.98	213.98
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	08/15/2022 08/24/2022 31,080.47	36,896.06 0.00 (5,816.20) 31,079.99	49.70 114.69 41.86 106.86	0.13 0.00 0.13 106.98	106.98
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	02/13/2023 02/15/2023 400,000.00	405,093.30 0.00 0.00 404,943.35	2,530.00 0.00 4,180.00 1,650.00	0.00 (149.95) (149.95) 1,500.05	1,500.05
448976AD2	HART 2024-C A3 4.41 05/15/2029	10/08/2024 10/16/2024 140,000.00	139,990.77 0.00 0.00 139,990.96	274.40 514.50 274.40 514.50	0.18 0.00 0.18 514.68	514.68
448979AD6	HART 2023-A A3 4.58 04/15/2027	04/04/2023 04/12/2023 101,624.88	112,680.28 0.00 (11,060.99) 101,620.04	229.38 430.08 206.86 407.56	0.75 0.00 0.75 408.32	408.32
44934QAD3	HART 2024-B A3 4.84 03/15/2029	07/16/2024 07/24/2024 90,000.00	89,988.43 0.00 0.00 89,988.67	193.60 363.00 193.60 363.00	0.24 0.00 0.24 363.24	363.24
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	11/28/2023 11/30/2023 250,000.00	242,448.55 0.00 0.00 242,637.65	1,920.14 0.00 2,649.31 729.17	189.10 0.00 189.10 918.27	918.27
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	247,497.49 0.00 0.00 247,559.13	1,927.08 0.00 2,890.63 963.54	61.64 0.00 61.64 1,025.18	1,025.18
459058LK7	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.0 08/27/2026	08/20/2024 08/27/2024 170,000.00	169,861.42 0.00 0.00 169,869.52	642.22 0.00 1,208.89 566.67	8.10 0.00 8.10 574.77	574.77

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459058LN1	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029	10/08/2024 10/16/2024 300,000.00	299,288.61 0.00 0.00 299,301.47	5,328.13 5,814.00 484.38 970.25	12.86 0.00 12.86 983.11	983.11
459058LR2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030	03/14/2025 03/20/2025 205,000.00	204,272.96 0.00 0.00 204,284.98	258.39 0.00 963.07 704.69	12.02 0.00 12.02 716.71	716.71
46625HMN7	JPMORGAN CHASE & CO 3.9 07/15/2025	05/29/2024 05/30/2024 400,000.00	398,147.30 0.00 0.00 398,676.64	3,293.33 0.00 4,593.33 1,300.00	529.34 0.00 529.34 1,829.34	1,829.34
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	09/12/2023 09/19/2023 310,000.00	309,985.72 0.00 0.00 309,986.09	755.02 1,415.67 755.02 1,415.67	0.38 0.00 0.38 1,416.05	1,416.05
47787JAC2	JDOT 2022 A3 2.32 09/15/2026	03/10/2022 03/16/2022 21,316.47	24,983.19 0.00 (3,668.37) 21,315.14	25.76 48.30 21.98 44.52	0.32 0.00 0.32 44.84	44.84
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	07/13/2021 07/21/2021 0.00	1,516.26 0.00 (1,516.27) 0.00	0.35 0.66 0.00 0.31	0.02 0.00 0.02 0.33	0.33
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	07/12/2022 07/20/2022 53,988.14	60,616.28 0.00 (6,630.11) 53,986.46	100.76 188.93 89.74 177.91	0.29 0.00 0.29 178.20	178.20
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	10/12/2022 10/19/2022 121,789.08	132,339.29 0.00 (10,554.59) 121,785.20	299.39 561.36 275.51 537.48	0.50 0.00 0.50 537.98	537.98
57636QAW4	MASTERCARD INC 4.875 03/09/2028	04/19/2023 04/21/2023 290,000.00	295,254.74 0.00 0.00 295,103.74	863.96 0.00 2,042.08 1,178.13	0.00 (151.00) (151.00) 1,027.13	1,027.13

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58769GAD5	MBALT 2024-B A3 4.23 02/15/2028	09/17/2024 09/25/2024 130,000.00	129,981.44 0.00 0.00 129,981.97	244.40 458.25 244.40 458.25	0.53 0.00 0.53 458.78	458.78
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	01/18/2023 01/25/2023 62,822.61	68,272.12 0.00 (5,453.85) 62,818.74	136.86 256.61 125.92 245.68	0.47 0.00 0.47 246.15	246.15
58933YBH7	MERCK & CO INC 4.05 05/17/2028	05/08/2023 05/17/2023 90,000.00	89,954.43 0.00 0.00 89,955.63	1,356.75 0.00 1,660.50 303.75	1.20 0.00 1.20 304.95	304.95
6174468C6	MORGAN STANLEY 4.0 07/23/2025	04/10/2024 04/12/2024 394,000.00	392,180.04 0.00 0.00 392,663.21	2,976.89 0.00 4,290.22 1,313.33	483.18 0.00 483.18 1,796.51	1,796.51
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	1,683.14 0.00 2,365.49 682.35	0.00 0.00 0.00 682.35	682.35
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	04/27/2022 05/04/2022 95,000.00	94,998.31 0.00 0.00 94,998.99	965.04 0.00 1,238.17 273.13	0.68 0.00 0.68 273.80	273.80
63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	11/14/2023 11/16/2023 390,000.00	391,933.11 0.00 0.00 391,829.55	8,372.00 0.00 10,192.00 1,820.00	0.00 (103.56) (103.56) 1,716.44	1,716.44
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	10/05/2022 10/07/2022 450,000.00	443,993.68 0.00 0.00 444,227.99	7,050.00 0.00 8,550.00 1,500.00	234.32 0.00 234.32 1,734.32	1,734.32
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	01/24/2024 01/31/2024 410,000.00	409,487.53 0.00 0.00 409,498.50	3,195.72 0.00 4,767.39 1,571.67	10.97 0.00 10.97 1,582.64	1,582.64

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713448FX1	PEPSICO INC 4.5 07/17/2029	07/15/2024 07/17/2024 295,000.00	294,607.36 0.00 0.00 294,614.87	2,728.75 0.00 3,835.00 1,106.25	7.51 0.00 7.51 1,113.76	1,113.76
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	09/06/2023 09/08/2023 300,000.00	288,588.05 0.00 0.00 288,892.10	4,625.00 0.00 5,550.00 925.00	304.05 0.00 304.05 1,229.05	1,229.05
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	01/10/2024 01/19/2024 150,000.00	149,977.49 0.00 0.00 149,978.51	1,462.50 0.00 2,071.88 609.38	1.03 0.00 1.03 610.40	610.40
857477CL5	STATE STREET CORP 4.993 03/18/2027	03/13/2024 03/18/2024 365,000.00	365,000.00 0.00 0.00 365,000.00	658.11 0.00 2,176.81 1,518.70	0.00 0.00 0.00 1,518.70	1,518.70
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	2,573.51 0.00 3,275.38 701.87	0.00 0.00 0.00 701.87	701.87
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	04/08/2024 04/10/2024 400,000.00	398,281.50 0.00 0.00 398,351.74	9,738.67 9,960.00 1,438.67 1,660.00	70.24 0.00 70.24 1,730.24	1,730.24
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	06/25/2024 06/26/2024 400,000.00	402,423.10 0.00 0.00 402,374.83	7,575.00 0.00 9,258.33 1,683.33	0.00 (48.27) (48.27) 1,635.06	1,635.06
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	04/07/2022 04/13/2022 26,229.30	31,255.80 0.00 (5,026.67) 26,229.16	40.70 76.32 34.16 69.77	0.04 0.00 0.04 69.81	69.81
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	11/09/2021 11/15/2021 1,416.71	3,728.79 0.00 (2,312.09) 1,416.70	1.18 2.21 0.45 1.48	0.01 0.00 0.01 1.49	1.49

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89239TAD4	TAOT 2024-D A3 4.4 06/15/2029	10/10/2024 10/17/2024 105,000.00	104,994.71 0.00 0.00 104,994.81	205.33 385.00 205.33 385.00	0.10 0.00 0.10 385.10	385.10
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	12/20/2022 12/21/2022 800,000.00	769,828.35 0.00 0.00 770,773.18	6,812.15 0.00 8,303.87 1,491.71	944.83 0.00 944.83 2,436.55	2,436.55
9128284Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	755,402.88 0.00 0.00 754,336.52	1,793.48 0.00 3,474.86 1,681.39	0.00 (1,066.36) (1,066.36) 615.03	615.03
9128285M8	UNITED STATES TREASURY 3.125 11/15/2028	04/10/2025 04/11/2025 400,000.00	0.00 389,765.63 0.00 389,921.40	0.00 (5,075.97) 5,766.57 690.60	155.77 0.00 155.77 846.38	846.38
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	02/25/2022 02/28/2022 750,000.00	752,458.74 0.00 0.00 752,256.10	46.11 0.00 1,429.30 1,383.20	0.00 (202.64) (202.64) 1,180.55	1,180.55
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	10/14/2021 10/15/2021 250,000.00	251,747.59 0.00 0.00 251,619.40	1,537.47 0.00 1,874.14 336.67	0.00 (128.18) (128.18) 208.49	208.49
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	03/29/2022 03/30/2022 625,000.00	619,708.98 0.00 0.00 619,976.65	4,730.66 0.00 5,766.57 1,035.91	267.67 0.00 267.67 1,303.59	1,303.59
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	06/09/2022 06/10/2022 350,000.00	345,126.39 0.00 0.00 345,315.29	3,145.89 0.00 3,834.77 688.88	188.90 0.00 188.90 877.78	877.78
912828YB0	UNITED STATES TREASURY 1.625 08/15/2029	09/24/2024 09/25/2024 150,000.00	138,854.97 0.00 0.00 139,064.33	303.00 0.00 505.01 202.00	209.36 0.00 209.36 411.36	411.36

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912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	12/28/2021 12/29/2021 300,000.00	301,669.01 0.00 0.00 301,577.47	13.32 0.00 412.91 399.59	0.00 (91.54) (91.54) 308.05	308.05
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	02/25/2021 02/26/2021 365,000.00	364,793.70 0.00 0.00 364,896.85	305.84 0.00 381.04 75.21	103.15 0.00 103.15 178.36	178.36
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	747,534.91 0.00 0.00 747,839.24	942.65 0.00 1,174.45 231.80	304.33 0.00 304.33 536.13	536.13
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	744,384.21 0.00 0.00 744,615.31	51.23 0.00 1,588.11 1,536.89	231.10 0.00 231.10 1,767.99	1,767.99
91282CEH0	UNITED STATES TREASURY 2.625 04/15/2025	04/18/2024 04/19/2024 0.00	449,574.62 0.00 (450,000.00) 0.00	5,451.92 5,906.25 0.00 454.33	425.38 0.00 425.38 879.71	879.71
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	07/30/2024 07/31/2024 500,000.00	497,984.12 0.00 0.00 498,790.47	4,225.62 0.00 5,410.37 1,184.75	806.35 0.00 806.35 1,991.11	1,991.11
91282CEY3	UNITED STATES TREASURY 3.0 07/15/2025	03/15/2024 03/18/2024 475,000.00	472,456.01 0.00 0.00 473,182.87	2,991.71 0.00 4,172.65 1,180.94	726.85 0.00 726.85 1,907.79	1,907.79
91282CFK2	UNITED STATES TREASURY 3.5 09/15/2025	03/15/2024 03/18/2024 475,000.00	472,105.67 0.00 0.00 472,625.61	768.00 0.00 2,123.30 1,355.30	519.94 0.00 519.94 1,875.24	1,875.24
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	10/26/2022 10/27/2022 570,000.00	569,198.58 0.00 0.00 569,224.95	64.24 0.00 1,991.50 1,927.25	26.36 0.00 26.36 1,953.62	1,953.62

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91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	06/23/2023 06/26/2023 550,000.00	549,060.02 0.00 0.00 549,203.16	10,788.46 11,687.50 1,021.86 1,920.90	143.14 0.00 143.14 2,064.04	2,064.04
91282CGA3	UNITED STATES TREASURY 4.0 12/15/2025	11/18/2024 11/19/2024 600,000.00	598,438.02 0.00 0.00 598,619.64	7,054.95 0.00 9,032.97 1,978.02	181.63 0.00 181.63 2,159.65	2,159.65
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	05/25/2023 05/26/2023 500,000.00	498,739.40 0.00 0.00 498,777.07	4,870.51 0.00 6,476.17 1,605.66	37.67 0.00 37.67 1,643.33	1,643.33
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	01/10/2025 01/13/2025 600,000.00	586,106.84 0.00 0.00 586,487.47	59.43 0.00 1,842.21 1,782.79	380.63 0.00 380.63 2,163.42	2,163.42
91282CGV7	UNITED STATES TREASURY 3.75 04/15/2026	02/24/2025 02/25/2025 400,000.00	398,140.47 0.00 0.00 398,287.67	6,923.08 7,500.00 655.74 1,232.66	147.19 0.00 147.19 1,379.85	1,379.85
91282CHB0	UNITED STATES TREASURY 3.625 05/15/2026	03/28/2025 03/31/2025 300,000.00	298,562.11 0.00 0.00 298,667.57	4,115.68 0.00 5,016.92 901.24	105.47 0.00 105.47 1,006.71	1,006.71
91282CHH7	UNITED STATES TREASURY 4.125 06/15/2026	08/26/2024 08/27/2024 475,000.00	476,006.53 0.00 0.00 475,937.90	5,759.70 0.00 7,374.57 1,614.87	0.00 (68.63) (68.63) 1,546.24	1,546.24
91282CJC6	UNITED STATES TREASURY 4.625 10/15/2026	08/26/2024 08/27/2024 475,000.00	480,421.35 0.00 0.00 480,131.96	10,139.42 10,984.38 960.38 1,805.34	0.00 (289.40) (289.40) 1,515.94	1,515.94
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	12/27/2023 12/28/2023 300,000.00	301,671.83 0.00 0.00 301,591.33	3,858.17 0.00 4,939.90 1,081.73	0.00 (80.51) (80.51) 1,001.23	1,001.23

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91282CKZ3	UNITED STATES TREASURY 4.375 07/15/2027	11/18/2024 11/19/2024 1,000,000.00	1,001,785.86 0.00 0.00 1,001,721.69	9,185.08 0.00 12,810.77 3,625.69	0.00 (64.16) (64.16) 3,561.53	3,561.53
91282CMA6	UNITED STATES TREASURY 4.125 11/30/2029	12/17/2024 12/18/2024 200,000.00	198,991.26 0.00 0.00 199,009.02	2,765.11 0.00 3,445.05 679.95	17.76 0.00 17.76 697.70	697.70
91282CMU2	UNITED STATES TREASURY 4.0 03/31/2030	03/28/2025 03/31/2025 250,000.00	249,804.80 0.00 0.00 249,808.01	27.32 0.00 846.99 819.67	3.21 0.00 3.21 822.88	822.88
91324PEU2	UNITEDHEALTH GROUP INC 4.25 01/15/2029	02/13/2025 02/14/2025 350,000.00	343,770.40 0.00 0.00 343,905.34	3,140.28 0.00 4,379.86 1,239.58	134.94 0.00 134.94 1,374.52	1,374.52
92348KDY6	VZMT 2025-3 A1A 4.51 03/20/2030	03/25/2025 03/31/2025 255,000.00	254,989.05 0.00 0.00 254,989.23	31.95 638.92 351.40 958.38	0.18 0.00 0.18 958.56	958.56
931142ER0	WALMART INC 1.05 09/17/2026	09/08/2021 09/17/2021 40,000.00	39,977.89 0.00 0.00 39,979.13	16.33 0.00 51.33 35.00	1.24 0.00 1.24 36.24	36.24
931142EW9	WALMART INC 3.9 09/09/2025	09/06/2022 09/09/2022 80,000.00	79,991.77 0.00 0.00 79,993.31	190.67 0.00 450.67 260.00	1.53 0.00 1.53 261.53	261.53
931142FN8	WALMART INC 4.35 04/28/2030	04/23/2025 04/28/2025 310,000.00	0.00 309,463.70 0.00 309,464.58	0.00 0.00 112.38 112.38	0.88 0.00 0.88 113.26	113.26
Total Fixed Income		**33,730,309.28**	**33,253,382.31 804,217.60 (549,276.07) 33,517,875.35**	**257,263.95 87,711.12 272,301.00 102,748.18**	**12,778.33 (3,226.83) 9,551.50 112,299.68**	**112,299.68**

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	Local Agency Investment Fund State Pool	5,763,408.76	5,700,588.90 62,819.86 0.00 5,763,408.76	0.00 62,819.86 0.00 62,819.86	0.00 0.00 0.00 62,819.86	62,819.86
Total LAIF		**5,763,408.76**	**5,700,588.90** **62,819.86** **0.00** **5,763,408.76**	**0.00** **62,819.86** **0.00** **62,819.86**	**0.00** **0.00** **0.00** **62,819.86**	**62,819.86**
LOCAL GOV INVESTMENT POOL						
09CATR$05	CalTrust MTF	723,982.85	7,239,188.65 24,078.14 0.00 7,263,266.79	0.00 24,078.14 0.00 24,078.14	0.00 0.00 0.00 24,078.14	24,078.14
90CAMP$00	CAMP	56,730,479.26	56,523,774.63 206,704.63 0.00 56,730,479.26	0.00 206,704.63 0.00 206,704.63	0.00 0.00 0.00 206,704.63	206,704.63
90CAMP$06	CAMP	12/31/2023 12/31/2023 1,250,000.00	1,250,000.00 0.00 0.00 1,250,000.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Local Gov Investment Pool		**58,704,462.11**	**65,012,963.28** **230,782.77** **0.00** **65,243,746.05**	**0.00** **230,782.77** **0.00** **230,782.77**	**0.00** **0.00** **0.00** **230,782.77**	**230,782.77**
TOTAL PORTFOLIO		**98,462,616.61**	**104,438,873.26** **2,065,720.05** **(1,578,581.37)** **104,789,466.62**	**257,263.95** **382,150.43** **272,301.00** **397,187.49**	**12,854.35** **(3,226.83)** **9,627.52** **406,815.00**	**406,815.00**

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
MAY 2025							
05/01/2025	Dividend	31846V203	0.00	FIRST AMER:GVT OBLG Y	1,391.20		1,391.20
05/01/2025	Coupon	74456QBU9	0.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
05/12/2025	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
05/13/2025	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		10,920.00	10,920.00
05/14/2025	Coupon	14913UAL4	405,000.00	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027		10,125.00	10,125.00
05/15/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/17/2027		522.63	522.63
05/15/2025	Final Maturity	02582JJT8	185,000.00	AMXCA 2022-2 A 3.39 05/17/2027	185,000.00		185,000.00
05/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
05/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
05/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
05/15/2025	Coupon	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026		36.27	36.27
05/15/2025	Principal Paydown	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026	6,239.25		6,239.25
05/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
05/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		397.55	397.55
05/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	9,777.90		9,777.90
05/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
05/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
05/15/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		40.67	40.67
05/15/2025	Principal Paydown	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	4,118.41		4,118.41
05/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		168.26	168.26
05/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	7,240.97		7,240.97
05/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		516.59	516.59
05/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	10,679.04		10,679.04
05/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
05/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		243.61	243.61
05/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	4,706.55		4,706.55
05/15/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		64.04	64.04
05/15/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	4,603.26		4,603.26

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2025	Coupon	89238JAC9	1,416.71	TAOT 2021-D A3 0.71 04/15/2026		0.84	0.84
05/15/2025	Effective Maturity	89238JAC9	1,416.71	TAOT 2021-D A3 0.71 04/15/2026	1,416.71		1,416.71
05/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
05/15/2025	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
05/15/2025	Coupon	9128285M8	400,000.00	UNITED STATES TREASURY 3.125 11/15/2028		6,250.00	6,250.00
05/15/2025	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
05/15/2025	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
05/15/2025	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
05/15/2025	Coupon	91282CHB0	300,000.00	UNITED STATES TREASURY 3.625 05/15/2026		5,437.50	5,437.50
05/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		356.61	356.61
05/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	6,565.07		6,565.07
05/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		105.37	105.37
05/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	4,355.05		4,355.05
05/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
05/16/2025	Coupon	89236TMF9	400,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		10,100.00	10,100.00
05/19/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		100.68	100.68
05/19/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	5,309.15		5,309.15
05/19/2025	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50
05/20/2025	Coupon	3133ERFJ5	330,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027		7,425.00	7,425.00
05/20/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		284.59	284.59
05/20/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	10,116.24		10,116.24
05/20/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
05/21/2025	Coupon	43815GAC3	1,480.55	HAROT 2021-4 A3 0.88 01/21/2026		1.09	1.09
05/21/2025	Effective Maturity	43815GAC3	1,480.55	HAROT 2021-4 A3 0.88 01/21/2026	1,480.55		1,480.55
05/21/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		205.75	205.75
05/21/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	4,308.38		4,308.38
05/26/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		131.65	131.65
05/26/2025	Principal Paydown	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	10,534.64		10,534.64
05/26/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
05/26/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	949.39		949.39
05/27/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,074.77	1,074.77

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/27/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
05/27/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
05/27/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
05/27/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
05/27/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
05/27/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
05/27/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
05/27/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
05/27/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
May 2025 Total					**278,791.76**	**109,273.74**	**388,065.50**
JUNE 2025							
06/02/2025	Coupon	26444HAH4	450,000.00	DUKE ENERGY FLORIDA LLC 2.5 12/01/2029		5,625.00	5,625.00
06/02/2025	Coupon	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025		456.25	456.25
06/02/2025	Final Maturity	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025	365,000.00		365,000.00
06/02/2025	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
06/02/2025	Coupon	91282CMA6	200,000.00	UNITED STATES TREASURY 4.125 11/30/2029		4,125.00	4,125.00
06/09/2025	Coupon	3133ERGL9	450,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028		10,125.00	10,125.00
06/11/2025	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
06/16/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
06/16/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
06/16/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
06/16/2025	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
06/16/2025	Coupon	341081GT8	330,000.00	FLORIDA POWER & LIGHT CO 5.15 06/15/2029		8,497.50	8,497.50
06/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		332.15	332.15
06/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	6,461.42		6,461.42
06/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		92.16	92.16
06/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	4,273.79		4,273.79
06/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
06/16/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		447.85	447.85
06/16/2025	Coupon	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026		26.50	26.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/16/2025	Principal Paydown	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026	6,091.18		6,091.18
06/16/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
06/16/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		360.23	360.23
06/16/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	9,596.35		9,596.35
06/16/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
06/16/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
06/16/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	13,495.79		13,495.79
06/16/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		32.71	32.71
06/16/2025	Principal Paydown	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	3,332.64		3,332.64
06/16/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		145.70	145.70
06/16/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	4,616.90		4,616.90
06/16/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		471.29	471.29
06/16/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	9,366.48		9,366.48
06/16/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
06/16/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		225.93	225.93
06/16/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	4,622.78		4,622.78
06/16/2025	Coupon	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025		1,638.75	1,638.75
06/16/2025	Final Maturity	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	95,000.00		95,000.00
06/16/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		52.80	52.80
06/16/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	4,513.67		4,513.67
06/16/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
06/16/2025	Coupon	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025		7,187.50	7,187.50
06/16/2025	Final Maturity	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025	500,000.00		500,000.00
06/16/2025	Coupon	91282CGA3	600,000.00	UNITED STATES TREASURY 4.0 12/15/2025		12,000.00	12,000.00
06/16/2025	Coupon	91282CHH7	475,000.00	UNITED STATES TREASURY 4.125 06/15/2026		9,796.88	9,796.88
06/16/2025	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50
06/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		84.18	84.18
06/18/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,774.98		4,774.98
06/20/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		239.24	239.24
06/20/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	9,178.12		9,178.12

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/20/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
06/23/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		187.66	187.66
06/23/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	4,213.50		4,213.50
06/25/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		103.47	103.47
06/25/2025	Principal Paydown	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	10,268.70		10,268.70
06/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
06/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,072.60	1,072.60
06/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	892.19		892.19
06/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
06/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
06/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
06/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
06/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
06/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
06/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
06/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
06/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
06/25/2025	Coupon	437076DC3	295,000.00	HOME DEPOT INC 4.75 06/25/2029		7,006.25	7,006.25
06/30/2025	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
June 2025 Total					**1,055,698.50**	**122,967.80**	**1,178,666.30**
JULY 2025							
07/07/2025	Coupon	24422EXZ7	280,000.00	JOHN DEERE CAPITAL CORP 4.65 01/07/2028		6,437.67	6,437.67
07/14/2025	Coupon	459058KT9	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4,375.00	4,375.00
07/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
07/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
07/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
07/15/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
07/15/2025	Coupon	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026		16.95	16.95
07/15/2025	Principal Paydown	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026	5,940.96		5,940.96
07/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
07/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		323.61	323.61

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	9,398.96		9,398.96
07/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
07/15/2025	Coupon	46625HMN7	400,000.00	JPMORGAN CHASE & CO 3.9 07/15/2025		7,800.00	7,800.00
07/15/2025	Final Maturity	46625HMN7	400,000.00	JPMORGAN CHASE & CO 3.9 07/15/2025	400,000.00		400,000.00
07/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,354.04	1,354.04
07/15/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	21,507.24		21,507.24
07/15/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		26.26	26.26
07/15/2025	Principal Paydown	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	3,946.54		3,946.54
07/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		131.31	131.31
07/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	3,958.31		3,958.31
07/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		431.56	431.56
07/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	10,269.99		10,269.99
07/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
07/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		208.55	208.55
07/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	4,530.66		4,530.66
07/15/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		41.78	41.78
07/15/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	4,416.68		4,416.68
07/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
07/15/2025	Dividend	90LAIF$00	5,763,408.76	Local Agency Investment Fund State Pool	20,182.32		20,182.32
07/15/2025	Coupon	91282CEY3	475,000.00	UNITED STATES TREASURY 3.0 07/15/2025		7,125.00	7,125.00
07/15/2025	Final Maturity	91282CEY3	475,000.00	UNITED STATES TREASURY 3.0 07/15/2025	475,000.00		475,000.00
07/15/2025	Coupon	91282CKZ3	1,000,000.00	UNITED STATES TREASURY 4.375 07/15/2027		21,875.00	21,875.00
07/15/2025	Coupon	91324PEU2	350,000.00	UNITEDHEALTH GROUP INC 4.25 01/15/2029		7,437.50	7,437.50
07/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		308.08	308.08
07/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	6,330.50		6,330.50
07/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		79.20	79.20
07/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	4,180.32		4,180.32
07/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
07/17/2025	Coupon	61747YET8	175,000.00	MORGAN STANLEY 4.679 07/17/2026		4,094.13	4,094.13
07/17/2025	Effective Maturity	61747YET8	175,000.00	MORGAN STANLEY 4.679 07/17/2026	175,000.00		175,000.00
07/17/2025	Coupon	713448FX1	295,000.00	PEPSICO INC 4.5 07/17/2029		6,637.50	6,637.50
07/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		69.34	69.34

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/18/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,656.33		4,656.33
07/21/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		198.09	198.09
07/21/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	8,777.58		8,777.58
07/21/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		169.96	169.96
07/21/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	4,113.65		4,113.65
07/21/2025	Coupon	78016HZT0	150,000.00	ROYAL BANK OF CANADA 4.875 01/19/2027		3,656.25	3,656.25
07/21/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
07/23/2025	Coupon	6174468C6	394,000.00	MORGAN STANLEY 4.0 07/23/2025		7,880.00	7,880.00
07/23/2025	Final Maturity	6174468C6	394,000.00	MORGAN STANLEY 4.0 07/23/2025	394,000.00		394,000.00
07/25/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		76.00	76.00
07/25/2025	Principal Paydown	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	9,991.34		9,991.34
07/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
07/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,070.55	1,070.55
07/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	10,089.72		10,089.72
07/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
07/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
07/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
07/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
07/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
07/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
07/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
07/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
07/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
07/31/2025	Coupon	69371RS80	410,000.00	PACCAR FINANCIAL CORP 4.6 01/31/2029		9,430.00	9,430.00
July 2025 Total					**1,576,291.12**	**107,156.05**	**1,683,447.17**
AUGUST 2025							
08/01/2025	Coupon	459058KW2	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		5,781.25	5,781.25
08/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
08/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
08/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
08/15/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2025	Coupon	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026		7.65	7.65
08/15/2025	Effective Maturity	43815BAC4	23,151.59	HAROT 2022-1 A3 1.88 05/15/2026	4,880.19		4,880.19
08/15/2025	Coupon	438516CJ3	400,000.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		9,900.00	9,900.00
08/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
08/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		287.74	287.74
08/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	9,130.75		9,130.75
08/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
08/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,255.82	1,255.82
08/15/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	16,444.98		16,444.98
08/15/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		18.63	18.63
08/15/2025	Principal Paydown	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	3,575.76		3,575.76
08/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		118.97	118.97
08/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	3,687.48		3,687.48
08/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		388.00	388.00
08/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	9,855.97		9,855.97
08/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
08/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		191.52	191.52
08/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	4,024.97		4,024.97
08/15/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		31.00	31.00
08/15/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	4,295.64		4,295.64
08/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
08/15/2025	Coupon	912828YB0	150,000.00	UNITED STATES TREASURY 1.625 08/15/2029		1,218.75	1,218.75
08/18/2025	Coupon	06428CAA2	300,000.00	BANK OF AMERICA NA 5.526 08/18/2026		8,289.00	8,289.00
08/18/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		284.50	284.50
08/18/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	6,139.10		6,139.10
08/18/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		66.52	66.52
08/18/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	4,052.86		4,052.86
08/18/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
08/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		54.86	54.86
08/18/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,514.00		4,514.00
08/20/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		158.74	158.74

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/20/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	8,385.06		8,385.06
08/20/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
08/21/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		152.69	152.69
08/21/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,988.08		3,988.08
08/25/2025	Coupon	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026		6,500.00	6,500.00
08/25/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		49.27	49.27
08/25/2025	Principal Paydown	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	9,660.21		9,660.21
08/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
08/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,047.47	1,047.47
08/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	873.99		873.99
08/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
08/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
08/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
08/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
08/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
08/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
08/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
08/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
08/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
08/26/2025	Coupon	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027		4,080.00	4,080.00
08/27/2025	Coupon	459058LK7	170,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.0 08/27/2026		3,400.00	3,400.00
August 2025 Total					**93,509.06**	**59,185.10**	**152,694.16**
SEPTEMBER 2025							
09/02/2025	Coupon	9128284Z0	750,000.00	UNITED STATES TREASURY 2.75 08/31/2025		10,312.50	10,312.50
09/02/2025	Final Maturity	9128284Z0	750,000.00	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00		750,000.00
09/09/2025	Coupon	57636QAW4	290,000.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75
09/09/2025	Coupon	931142EW9	80,000.00	WALMART INC 3.9 09/09/2025		1,560.00	1,560.00
09/09/2025	Final Maturity	931142EW9	80,000.00	WALMART INC 3.9 09/09/2025	80,000.00		80,000.00
09/10/2025	Coupon	3130ATS57	700,000.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
09/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
09/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
09/15/2025	Coupon	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025		2,200.00	2,200.00
09/15/2025	Final Maturity	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025	110,000.00		110,000.00
09/15/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
09/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
09/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		252.89	252.89
09/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	8,943.54		8,943.54
09/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
09/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,180.72	1,180.72
09/15/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	13,059.33		13,059.33
09/15/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		11.72	11.72
09/15/2025	Principal Paydown	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	3,482.73		3,482.73
09/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		107.48	107.48
09/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	3,840.95		3,840.95
09/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		346.19	346.19
09/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	8,475.83		8,475.83
09/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
09/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		176.40	176.40
09/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,906.86		3,906.86
09/15/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		20.51	20.51
09/15/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	4,183.32		4,183.32
09/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
09/15/2025	Coupon	91282CFK2	475,000.00	UNITED STATES TREASURY 3.5 09/15/2025		8,312.50	8,312.50
09/15/2025	Final Maturity	91282CFK2	475,000.00	UNITED STATES TREASURY 3.5 09/15/2025	475,000.00		475,000.00
09/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		261.63	261.63
09/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	6,012.94		6,012.94
09/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		54.23	54.23
09/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	3,964.69		3,964.69
09/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
09/17/2025	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
09/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		40.83	40.83
09/18/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,400.31		4,400.31

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/18/2025	Coupon	857477CL5	365,000.00	STATE STREET CORP 4.993 03/18/2027		9,112.23	9,112.23
09/22/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		121.14	121.14
09/22/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	9,653.62		9,653.62
09/22/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		135.94	135.94
09/22/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,892.62		3,892.62
09/22/2025	Coupon	459058LR2	205,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030		4,228.13	4,228.13
09/22/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
09/25/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		23.43	23.43
09/25/2025	Principal Paydown	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	8,184.12		8,184.12
09/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
09/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,045.48	1,045.48
09/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	874.98		874.98
09/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
09/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
09/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
09/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
09/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
09/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
09/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
09/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
09/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
09/30/2025	Coupon	9128286L9	750,000.00	UNITED STATES TREASURY 2.25 03/31/2026		8,437.50	8,437.50
09/30/2025	Coupon	912828YG9	300,000.00	UNITED STATES TREASURY 1.625 09/30/2026		2,437.50	2,437.50
09/30/2025	Coupon	91282CEF4	750,000.00	UNITED STATES TREASURY 2.5 03/31/2027		9,375.00	9,375.00
09/30/2025	Coupon	91282CFM8	570,000.00	UNITED STATES TREASURY 4.125 09/30/2027		11,756.25	11,756.25
09/30/2025	Coupon	91282CGT2	600,000.00	UNITED STATES TREASURY 3.625 03/31/2028		10,875.00	10,875.00
09/30/2025	Coupon	91282CMU2	250,000.00	UNITED STATES TREASURY 4.0 03/31/2030		5,000.00	5,000.00
September 2025 Total					**1,497,875.83**	**126,316.65**	**1,624,192.48**
OCTOBER 2025							
10/06/2025	Coupon	89115A2W1	400,000.00	TORONTO-DOMINION BANK 4.98 04/05/2027		9,960.00	9,960.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/09/2025	Coupon	3130B3A29	600,000.00	FEDERAL HOME LOAN BANKS 4.0 10/09/2026		12,000.00	12,000.00
10/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
10/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
10/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
10/15/2025	Coupon	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025		7,900.00	7,900.00
10/15/2025	Final Maturity	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025	400,000.00		400,000.00
10/15/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
10/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
10/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		218.75	218.75
10/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	8,615.81		8,615.81
10/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
10/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,121.08	1,121.08
10/15/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	15,261.21		15,261.21
10/15/2025	Coupon	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026		4.99	4.99
10/15/2025	Effective Maturity	47787JAC2	21,316.47	JDOT 2022 A3 2.32 09/15/2026	2,578.79		2,578.79
10/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		95.51	95.51
10/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	4,495.89		4,495.89
10/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		310.24	310.24
10/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	6,327.06		6,327.06
10/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
10/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		161.71	161.71
10/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,757.64		3,757.64
10/15/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		10.30	10.30
10/15/2025	Principal Paydown	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	3,843.97		3,843.97
10/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
10/15/2025	Coupon	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025		11,687.50	11,687.50
10/15/2025	Final Maturity	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025	550,000.00		550,000.00
10/15/2025	Coupon	91282CGV7	400,000.00	UNITED STATES TREASURY 3.75 04/15/2026		7,500.00	7,500.00
10/15/2025	Coupon	91282CJC6	475,000.00	UNITED STATES TREASURY 4.625 10/15/2026		10,984.38	10,984.38
10/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		239.24	239.24
10/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	5,774.25		5,774.25
10/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		42.20	42.20

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	3,713.37		3,713.37
10/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
10/16/2025	Coupon	459058LN1	300,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.875 10/16/2029		5,812.50	5,812.50
10/20/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		77.86	77.86
10/20/2025	Principal Paydown	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	9,033.36		9,033.36
10/20/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		27.15	27.15
10/20/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,241.79		4,241.79
10/20/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
10/21/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		119.59	119.59
10/21/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,748.22		3,748.22
10/27/2025	Coupon	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026		1.54	1.54
10/27/2025	Effective Maturity	05602RAD3	48,300.93	BMWOT 2022-A A3 3.21 08/25/2026	574.30		574.30
10/27/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
10/27/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,043.47	1,043.47
10/27/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	17,475.90		17,475.90
10/27/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
10/27/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
10/27/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
10/27/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
10/27/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
10/27/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
10/27/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
10/27/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
10/27/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
10/28/2025	Coupon	931142FN8	310,000.00	WALMART INC 4.35 04/28/2030		6,742.50	6,742.50
October 2025 Total					**1,039,441.56**	**91,963.22**	**1,131,404.79**
NOVEMBER 2025							
11/03/2025	Coupon	74456QBU9	300,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
11/07/2025	Coupon	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		875.00	875.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/07/2025	Final Maturity	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	350,000.00		350,000.00
11/10/2025	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
11/13/2025	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		10,920.00	10,920.00
11/14/2025	Coupon	14913UAL4	405,000.00	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027		10,125.00	10,125.00
11/17/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
11/17/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
11/17/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
11/17/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		217.73	217.73
11/17/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	4,972.57		4,972.57
11/17/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		30.94	30.94
11/17/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	3,510.32		3,510.32
11/17/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
11/17/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
11/17/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
11/17/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		185.87	185.87
11/17/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	8,214.42		8,214.42
11/17/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
11/17/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,051.39	1,051.39
11/17/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	16,353.10		16,353.10
11/17/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		81.49	81.49
11/17/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	4,787.70		4,787.70
11/17/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		283.41	283.41
11/17/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	6,934.51		6,934.51
11/17/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
11/17/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		147.59	147.59
11/17/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,676.07		3,676.07
11/17/2025	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50
11/17/2025	Coupon	89236TMF9	400,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		10,100.00	10,100.00
11/17/2025	Coupon	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026		0.91	0.91

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/17/2025	Effective Maturity	89238FAD5	26,229.30	TAOT 2022-B A3 2.93 09/15/2026	372.75		372.75
11/17/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
11/17/2025	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
11/17/2025	Coupon	9128285M8	400,000.00	UNITED STATES TREASURY 3.125 11/15/2028		6,250.00	6,250.00
11/17/2025	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
11/17/2025	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
11/17/2025	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
11/17/2025	Coupon	91282CHB0	300,000.00	UNITED STATES TREASURY 3.625 05/15/2026		5,437.50	5,437.50
11/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		13.97	13.97
11/18/2025	Principal Paydown	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	4,129.07		4,129.07
11/20/2025	Coupon	3133ERFJ5	330,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027		7,425.00	7,425.00
11/20/2025	Coupon	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026		37.36	37.36
11/20/2025	Effective Maturity	379929AD4	64,136.22	GMALT 2023-3 A3 5.38 11/20/2026	8,333.85		8,333.85
11/20/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
11/21/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		103.84	103.84
11/21/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,294.25		3,294.25
11/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
11/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		1,003.50	1,003.50
11/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	18,245.56		18,245.56
11/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
11/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
11/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
11/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
11/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
11/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
11/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
11/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
11/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
November 2025 Total					**432,824.16**	**108,003.22**	**540,827.37**
DECEMBER 2025							

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/01/2025	Coupon	26444HAH4	450,000.00	DUKE ENERGY FLORIDA LLC 2.5 12/01/2029		5,625.00	5,625.00
12/01/2025	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
12/01/2025	Final Maturity	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00		750,000.00
12/01/2025	Coupon	91282CMA6	200,000.00	UNITED STATES TREASURY 4.125 11/30/2029		4,125.00	4,125.00
12/08/2025	Coupon	3133ERGL9	450,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028		10,125.00	10,125.00
12/11/2025	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
12/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
12/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
12/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
12/15/2025	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
12/15/2025	Coupon	341081GT8	330,000.00	FLORIDA POWER & LIGHT CO 5.15 06/15/2029		8,497.50	8,497.50
12/15/2025	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
12/15/2025	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
12/15/2025	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		154.52	154.52
12/15/2025	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	7,420.86		7,420.86
12/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
12/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		976.71	976.71
12/15/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	12,148.93		12,148.93
12/15/2025	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		66.57	66.57
12/15/2025	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	3,572.38		3,572.38
12/15/2025	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		253.99	253.99
12/15/2025	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	5,640.57		5,640.57
12/15/2025	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
12/15/2025	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		133.78	133.78
12/15/2025	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,499.67		3,499.67
12/15/2025	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
12/15/2025	Coupon	91282CGA3	600,000.00	UNITED STATES TREASURY 4.0 12/15/2025		12,000.00	12,000.00
12/15/2025	Final Maturity	91282CGA3	600,000.00	UNITED STATES TREASURY 4.0 12/15/2025	600,000.00		600,000.00
12/15/2025	Coupon	91282CHH7	475,000.00	UNITED STATES TREASURY 4.125 06/15/2026		9,796.88	9,796.88
12/15/2025	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/16/2025	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		199.20	199.20
12/16/2025	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	4,398.17		4,398.17
12/16/2025	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		20.29	20.29
12/16/2025	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	3,337.59		3,337.59
12/16/2025	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
12/18/2025	Coupon	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026		1.14	1.14
12/18/2025	Effective Maturity	43815PAC3	31,080.47	HAROT 2022-2 A3 3.73 07/20/2026	365.31		365.31
12/22/2025	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		90.01	90.01
12/22/2025	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,145.29		3,145.29
12/22/2025	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
12/25/2025	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
12/25/2025	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		961.76	961.76
12/25/2025	Principal Paydown	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	115,652.03		115,652.03
12/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
12/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
12/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
12/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
12/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
12/25/2025	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
12/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
12/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
12/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
12/26/2025	Coupon	437076DC3	295,000.00	HOME DEPOT INC 4.75 06/25/2029		7,006.25	7,006.25
12/31/2025	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
December 2025 Total					**1,509,180.80**	**111,616.26**	**1,620,797.06**
JANUARY 2026							
01/07/2026	Coupon	24422EXZ7	280,000.00	JOHN DEERE CAPITAL CORP 4.65 01/07/2028		6,510.00	6,510.00
01/12/2026	Coupon	459058KT9	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4,375.00	4,375.00
01/15/2026	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
01/15/2026	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83

CASH FLOW REPORT

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2026	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
01/15/2026	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
01/15/2026	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
01/15/2026	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		126.19	126.19
01/15/2026	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	7,291.13		7,291.13
01/15/2026	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
01/15/2026	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		921.23	921.23
01/15/2026	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	17,572.43		17,572.43
01/15/2026	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		55.44	55.44
01/15/2026	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	5,909.42		5,909.42
01/15/2026	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		230.07	230.07
01/15/2026	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	9,118.24		9,118.24
01/15/2026	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		458.25	458.25
01/15/2026	Principal Paydown	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028	9,795.96		9,795.96
01/15/2026	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		120.62	120.62
01/15/2026	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,439.71		3,439.71
01/15/2026	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
01/15/2026	Coupon	91282CKZ3	1,000,000.00	UNITED STATES TREASURY 4.375 07/15/2027		21,875.00	21,875.00
01/15/2026	Coupon	91324PEU2	350,000.00	UNITEDHEALTH GROUP INC 4.25 01/15/2029		7,437.50	7,437.50
01/16/2026	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		182.82	182.82
01/16/2026	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	4,278.29		4,278.29
01/16/2026	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		10.16	10.16
01/16/2026	Principal Paydown	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	3,273.99		3,273.99
01/16/2026	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
01/20/2026	Coupon	713448FX1	295,000.00	PEPSICO INC 4.5 07/17/2029		6,637.50	6,637.50
01/20/2026	Coupon	78016HZT0	150,000.00	ROYAL BANK OF CANADA 4.875 01/19/2027		3,656.25	3,656.25
01/20/2026	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
01/21/2026	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		76.80	76.80
01/21/2026	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,076.42		3,076.42
01/26/2026	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
01/26/2026	Coupon	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026		697.21	697.21
01/26/2026	Final Maturity	3137BNGT5	469,843.54	FHMS K-054 A2 2.745 01/25/2026	304,789.80		304,789.80

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/26/2026	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
01/26/2026	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
01/26/2026	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
01/26/2026	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
01/26/2026	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
01/26/2026	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
01/26/2026	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
01/26/2026	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
01/26/2026	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
January 2026 Total					**368,545.38**	**68,814.51**	**437,359.89**
FEBRUARY 2026							
02/02/2026	Coupon	459058KW2	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		5,781.25	5,781.25
02/02/2026	Coupon	69371RS80	410,000.00	PACCAR FINANCIAL CORP 4.6 01/31/2029		9,430.00	9,430.00
02/16/2026	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
02/16/2026	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		166.88	166.88
02/16/2026	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	4,228.14		4,228.14
02/16/2026	Coupon	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027		0.23	0.23
02/16/2026	Effective Maturity	36265WAD5	33,661.44	GMCAR 2022-3 A3 3.64 04/16/2027	76.75		76.75
02/16/2026	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
02/16/2026	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
02/16/2026	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		98.37	98.37
02/16/2026	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	7,193.05		7,193.05
02/16/2026	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
02/16/2026	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		840.98	840.98
02/16/2026	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	15,999.61		15,999.61
02/16/2026	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		37.02	37.02
02/16/2026	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	4,938.74		4,938.74
02/16/2026	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		191.39	191.39
02/16/2026	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	8,230.09		8,230.09
02/16/2026	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		423.72	423.72
02/16/2026	Principal Paydown	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028	10,226.80		10,226.80

City of Gardena Cons | Account #10647 | As of April 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/16/2026	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		107.69	107.69
02/16/2026	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,396.58		3,396.58
02/16/2026	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
02/17/2026	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
02/17/2026	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
02/17/2026	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
02/17/2026	Coupon	438516CJ3	400,000.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		9,900.00	9,900.00
02/17/2026	Coupon	912828YB0	150,000.00	UNITED STATES TREASURY 1.625 08/15/2029		1,218.75	1,218.75
02/18/2026	Coupon	06428CAA2	300,000.00	BANK OF AMERICA NA 5.526 08/18/2026		8,289.00	8,289.00
02/20/2026	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
02/23/2026	Coupon	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026		6,500.00	6,500.00
02/23/2026	Final Maturity	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026	400,000.00		400,000.00
02/23/2026	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		63.88	63.88
02/23/2026	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	3,018.90		3,018.90
02/25/2026	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
02/25/2026	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
02/25/2026	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
02/25/2026	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
02/25/2026	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
02/25/2026	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
02/25/2026	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
02/25/2026	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
02/25/2026	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
02/25/2026	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
02/26/2026	Coupon	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027		4,080.00	4,080.00
02/27/2026	Coupon	459058LK7	170,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.0 08/27/2026		3,400.00	3,400.00
February 2026 Total					**457,308.66**	**65,973.64**	**523,282.30**
MARCH 2026							
03/09/2026	Coupon	57636QAW4	290,000.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75

City of Gardena Cons | Account #10647 | As of April 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/10/2026	Coupon	3130ATS57	700,000.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
03/16/2026	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2026		507.29	507.29
03/16/2026	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
03/16/2026	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
03/16/2026	Coupon	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028		151.14	151.14
03/16/2026	Principal Paydown	362583AD8	95,733.61	GMCAR 2023-2 A3 4.47 02/16/2028	4,098.61		4,098.61
03/16/2026	Coupon	38014AAD3	95,000.00	GMCAR 2024-4 A3 4.4 08/16/2029		348.33	348.33
03/16/2026	Coupon	437921AD1	105,000.00	HAROT 252 A3 4.15 10/15/2029		363.13	363.13
03/16/2026	Coupon	448976AD2	140,000.00	HART 2024-C A3 4.41 05/15/2029		514.50	514.50
03/16/2026	Coupon	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027		70.91	70.91
03/16/2026	Principal Paydown	448979AD6	101,624.88	HART 2023-A A3 4.58 04/15/2027	7,008.49		7,008.49
03/16/2026	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
03/16/2026	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		767.92	767.92
03/16/2026	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	13,207.63		13,207.63
03/16/2026	Coupon	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027		21.63	21.63
03/16/2026	Principal Paydown	47800AAC4	53,988.14	JDOT 2022-B A3 3.74 02/16/2027	4,151.75		4,151.75
03/16/2026	Coupon	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027		156.48	156.48
03/16/2026	Principal Paydown	47800BAC2	121,789.08	JDOT 2022-C A3 5.09 06/15/2027	7,161.56		7,161.56
03/16/2026	Coupon	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028		387.67	387.67
03/16/2026	Principal Paydown	58769GAD5	130,000.00	MBALT 2024-B A3 4.23 02/15/2028	10,636.97		10,636.97
03/16/2026	Coupon	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027		94.93	94.93
03/16/2026	Principal Paydown	58770AAC7	62,822.61	MBART 2023-1 A3 4.51 11/15/2027	3,306.58		3,306.58
03/16/2026	Coupon	89239TAD4	105,000.00	TAOT 2024-D A3 4.4 06/15/2029		385.00	385.00
03/17/2026	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
03/18/2026	Coupon	857477CL5	365,000.00	STATE STREET CORP 4.993 03/18/2027		9,112.23	9,112.23
03/20/2026	Coupon	459058LR2	205,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.125 03/20/2030		4,228.13	4,228.13
03/20/2026	Coupon	92348KDY6	255,000.00	VZMT 2025-3 A1A 4.51 03/20/2030		958.38	958.38
03/23/2026	Coupon	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027		51.20	51.20
03/23/2026	Principal Paydown	43815JAC7	47,733.78	HAROT 2023-1 A3 5.04 04/21/2027	2,930.88		2,930.88
03/25/2026	Coupon	096924AD7	220,000.00	BMWOT 2025-A A3 4.56 09/25/2029		836.00	836.00
03/25/2026	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67

City of Gardena Cons | Account #10647 | As of April 30, 2025

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/25/2026	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
03/25/2026	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
03/25/2026	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
03/25/2026	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
03/25/2026	Coupon	3137FJKE8	220,000.00	FHMS K-082 A2 3.92 09/25/2028		718.67	718.67
03/25/2026	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
03/25/2026	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
03/25/2026	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
March 2026 Total					**52,502.47**	**53,515.44**	**106,017.91**
Grand Total			**138,333,867.69**		**8,361,969.30**	**1,024,785.63**	**9,386,754.94**

IMPORTANT DISCLOSURES

City of Gardena Cons | Account #10647 | As of April 30, 2025

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 high rating by S&P, Moody's and Fitch respectively.

CITY of GARDENA

Report No. P-2025-9

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Employment Appointments/Promotions: *None to Report*

2. Employment Separations: *None to Report*

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

4. Report the Recruitment for the Open/Competitive position of Community Services Officer (Community Development Department). This recruitment is scheduled to close June 4, 2025.

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

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

7. Report the Recruitment for the Open/Competitive position of Lifeguard (Recreation and Human Services Department). This recruitment is open until filled.

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

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

10. Report the Recruitment for the Closed/Competitive position of Geriatric Aide (Recreation and Human Services Department). This recruitment is scheduled to close May 28, 2025.

11. Report the Recruitment for the Open/Competitive position of Transit Operations Training Coordinator (Transportation Department). This recruitment is scheduled to close June 20, 2025.

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

13. Report the Recruitment for the Open/Competitive position of Facilities Maintenance Supervisor (Transportation Department). This recruitment is scheduled to close May 28, 2025.

14. Report the Recruitment for the Open/Competitive position of On-Demand (Micro/Paratransit) Operator (Transportation Department). This is a continuous recruitment.

15. Report the Recruitment for the Open/Competitive position of On-Demand Transit Dispatcher (Transportation Department). This is a continuous recruitment.

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

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 8.G
Section: CONSENT CALENDAR
Meeting Date: May 27, 2025

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

AGENDA TITLE: Bingo License Renewal for General William Stark Rosecrans VFW Post 3261, located at 1822 W. 162nd Street.
CONTACT: COMMUNITY DEVELOPMENT

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
On April 10, 2025, the General William Stark Rosecrans VFW Post 3261 completed their annual application to renew their weekly bingo license for games held on Wednesdays. They are requesting to change their Wednesday hours from 6:30 PM to 10:30 PM to a new time of 5:00 PM to 10:00 PM at their location at 1822 W. 162nd Street in the city. According to Gardena Municipal Code Section 5.16.040, a bingo license remains valid for one year, after which a renewal application must be submitted to the City for review. The City Council serves as the issuing authority for these licenses. General William Stark Rosecrans VFW Post 3261 has hosted bingo games at this location for 70 years. Applicable departments and divisions have reviewed the applicant's request, conducted investigations, and provided analyses, which are attached for the Council's consideration. Staff respectfully recommends that the City Council approve the General William Stark Rosecrans VFWs request for their annual bingo license renewal, including the conditions proposed by staff.

FINANCIAL IMPACT/COST:

ATTACHMENTS:
General William Stark Rosecrans VFW Bingo License Renewal Application.pdf
Planning Division Comment Letter and Conditions.pdf
Gardena Police Dept. Comment Letter.pdf

APPROVED:

_____
Clint Osorio, City Manager

DEPARTMENT of COMMUNITY DEVELOPMENT
1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9530

Bingo License Application

Pursuant to the Gardena Municipal Code (GMC) Section 5.16.020, the game of bingo shall not be allowed, played, or conducted except pursuant to a license obtained from the City in the manner provided in this Chapter.

Name of Applicant/Organization (attach statement that applicant is an eligible organization under Section 5.16.030) General William Stark Rosecrans VFW Post 3261	
Address Where Bingo Games are to be Held 1822 W. 162nd Street	
Occupancy Capacity 250	Length of Time Applicant has Occupied Premises 70 Years
Days and Hours Bingo is to be Conducted Wedesday 5PM to 10 PM	
Length of Time Applicant has Conducted Operations in the City 70 Years	
Name and Address of Legal Property Owner General William Stark Rosecrans VFW Post 3261	

If granted a license, the applicant agrees to conduct bingo games in strict accordance with the provisions of Section 326.5 of the Penal Code of the State and this chapter, as they may be amended from time to time, and agrees that the license to conduct bingo games may be revoked by the City Manager upon the violation of any such provisions.

Where applicable, the applicant shall also submit with its application the appropriate documentation from the exemption division of the Franchise Tax Board of the State showing exemption.

We hereby declare under penalty of perjury that the foregoing is true and correct and that the applicant(s) agrees to comply with all conditions imposed with the issuance of this license.

Signature of Officer Norman S Chitana - Quartermaster	Date: 04-09-25
Address 1822 West 162nd Street, Gardena Ca. 90247	
Signature of Officer X James L Gonzalez	Date: 4/9/25
Address 1822 W. 162ND STREET, GARDENA CA 90247	

MEMORANDUM

DEPARTMENT of COMMUNITY DEVELOPMENT

TO: Police Department, Planning Division

DATE: April 28, 2025

FROM: Greg Tsujiuchi, Director

REF: Bingo Permit Renewal for 2025

SUBJ: Department Inspection & Investigation Request

CC:

Type of Application:	BINGO PERMIT **(RENEWAL)**
Business:	General William Stark Rosecrans VFW Post 3261
Owner:	James L. Carradine/Commander, Norman Chibana/Quartermaster
Location:	1822 W. 162nd Street Gardena, CA 90247
Request Approval to:	Renew Bingo Permit

Background:

Attached is a Bingo permit application from General William Stark Rosecrans VFW Post 3261. The organization holds bingo games every Wednesday and is requesting to modify the hours of operation to start at 5:00 p.m. and end at 10:00 p.m. This organization has been operating in the City of Gardena since 1946.

Please conduct the necessary inspections and/or investigation and reply by **May 12, 2025.**

Your prompt attention to this request is greatly appreciated so that we can dispose of this matter without delay.

Department Response

Name of Department: Planning

Complaints have been received in the past regarding this location (if yes, see attached information): ☐ Yes ☐ No

☒ Recommend Approval

☐ Recommend Approval with Additional Conditions (see List of Conditions)

☐ Recommend Denial – See comments below/attached Memo.

☐ Comments (Please list conditions/comments here or attach a separate memo)

Department Head Signature	
Date	5/5/25

MEMORANDUM

DEPARTMENT of COMMUNITY DEVELOPMENT

TO: Business License Division

DATE: May 05, 2025

FROM: Dayana Nava, Planning Assistant

REF:

SUBJ: Re: BINGO PERMIT (Renewal)

CC:

The Planning Division recommends approval of the subject Bingo Permit for General William Stark Rosecrans VFM Post 3261, located at 1822 W. 162nd Street. The request for Bingo Permit renewal is to host weekly bingo games every Wednesdays and is requesting to change their hours on Wednesdays from 6:30 PM to 10:30 PM to now 5:00 PM to 10:00 PM. This recommendation of approval, for the Bingo Permit, is subject to comply with all those provisions of the Gardena Municipal Code within Chapter 5.16.

MEMORANDUM

DEPARTMENT of COMMUNITY DEVELOPMENT

TO: Police Department, Planning Division

DATE: April 28, 2025

FROM: Greg Tsujiuchi, Director

REF: Bingo Permit Renewal for 2025

SUBJ: Department Inspection & Investigation Request

CC:

Type of Application:	BINGO PERMIT **(RENEWAL)**
Business:	General William Stark Rosecrans VFW Post 3261
Owner:	James L. Carradine/Commander, Norman Chibana/Quartermaster
Location:	1822 W. 162nd Street Gardena, CA 90247
Request Approval to:	Renew Bingo Permit

Background:

Attached is a Bingo permit application from General William Stark Rosecrans VFW Post 3261. The organization holds bingo games every Wednesday and is requesting to modify the hours of operation to start at 5:00 p.m. and end at 10:00 p.m. This organization has been operating in the City of Gardena since 1946.

Please conduct the necessary inspections and/or investigation and reply by **May 12, 2025.**

Your prompt attention to this request is greatly appreciated so that we can dispose of this matter without delay.

Department Response

Name of Department: Police

Complaints have been received in the past regarding this location (if yes, see attached information): ☐ Yes ☐ No

☒ Recommend Approval

☐ Recommend Approval with Additional Conditions (see List of Conditions)

☐ Recommend Denial – See comments below/attached Memo.

☐ Comments (Please list conditions/comments here or attach a separate memo)

Department Head Signature	MJeffel
Date	5/5/25

MEMORANDUM

GARDENA POLICE DEPARTMENT

TO: Michael Saffell
Chief of Police

DATE: May 1st, 2025

FROM: Chris Mendez
Detective

REF:

SUBJ: VFW Post 3261 Bingo Permit Renewal

CC: Chain of Command

Per Gardena Municipal Code Chapter 5.32.070, the Gardena Police Department recommends that the City Council approves the Bingo Renewal Permit Application for **General William Stark Rosecrans VFW Post 3261** based on the following results:

- On April 10th, 2025, a completed Bingo Permit Renewal application was submitted to the City of Gardena Community Development Department by James Carradine, the Owner/Commander of VFW Post 3261 at 1822 W. 162nd St, Gardena. Bingo will be intended to be played on Wednesdays between the hours of 5:00 p.m. to 10:00 p.m.

- The VFW's owner's (James Carradine) background was checked using DMV, WANTS, Tiburon, and Mark43 databases and those results were negative.

- There have been 4 Mark 43 police reports taken by Gardena PD at the location since 2019, but none of the reports were associated directly with the business or any activities that took place there. The reports were related to found property, a vehicle burglary, and a DUI traffic stop where the suspect stopped in front of the location.

- A calls-for-service check was completed on May 1, 2025. There were 2 recent calls for service since 2022 directly associated with the business. The calls for service were related to a property report and a stolen vehicle report.

- The VFW has been operating at the location for 75 years and has been issued a permit for Bingo by the City of Gardena in the past.

- The VFW will provide parking for event attendees inside their private parking lot.

- An inquiry into VFW Post 3261 Non-Profit 503© license was conducted through the California Secretary of State and I found it to be in good standing.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 8.H
Section: CONSENT CALENDAR
Meeting Date: May 27, 2025

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

AGENDA TITLE: Appointment of a Representative to the Southbay Workforce Investment Board (SBWIB)
CONTACT: COMMUNITY DEVELOPMENT

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
On May 21, 2025, the Gardena Economic Development Business Advisory Commission (GEBAC) recommended that the City Council appoint the following individual to be appointed to serve on the South Bay Workforce Investment Board (SBWIB) as an economic and community development representative for the City of Gardena:

- Jackie Choi, Economic Development Manager, City of Gardena, to serve as an economic and community development representative under a new four-year term of office from July 1, 2025, to June 30, 2029.

The purpose of the SBWIB is to ensure the involvement of the business and industrial community, including small businesses, education, labor organizations, community-based organizations, economic development agencies, and one-stop delivery system partners in workforce development activities, The SBWIB also oversees a local cooperative relationship with the Participating Cities that will most effectively satisfy the labor demand needs of the business community and enhance the economic well-being of individuals in need of workforce development services.

The appointment made by the City of Gardena will be ratified by the Inglewood Mayor and City Council as the SBWIB's Chief Local Elected Officials (CLEO).

FINANCIAL IMPACT/COST:
None

ATTACHMENTS:
SBWIB - GEBAC Nomination Request.pdf
SBWIB - GEBAC Nomination letter.pdf

SOUTH BAY WORKFORCE INVESTMENT BOARD
SBWIB
www.sbwib.org

M E M B E R S

GLENN MITCHELL
CHAIRPERSON

AMBER MESHACK
AMEET BUTALA
ANDREW FOWLER
ARMANDO PENA
DR. BRENDA THAMES
BRIGETTE CALDERON
CAROLYN WOODARD
CATHERINE HOLDBROOK-SMITH
CHRISTINA SMITH
CRYSTAL SPENCER
DAWN HARRIS
DONALD FORD
EDUARDO LEIVA
FAISAL HASHMI
FRAN FULTON
GLENN GRINDSTAFF
J. KIM MCNUTT
JACKIE CHOI
JANICE JIMENEZ
JEFF WILSON
JEFFREY R. JENNISON
JEREMY DIAZ
JOE AHN
JOHN MATHESON
JOSH LAFARGA
KEN GOMEZ
DR. KENDRICK ROBERSON
KIMBERLEY MILLER
LOUIE DIAZ
MARK PANGER
MARC WEISS
MARIA CAMACHO
MIKE COSTIGAN
MIKE HARRIEL
MITCH PONCE
MOHAMMAD NASER
NAYEEM KHAN
ODEST RILEY
PATRICIA BENNETT
PATRICIA DONALDSON
PAUL GUZMAN
PETER BLANCO
RUTHI DAVIS
SANJAY MURTY
SARAH GONZAGA
DR. STEPHANIE LEWIS
TAMALA LEWIS
TED CORDOVA
TOD SWORD
TOM BAKALY
WALTER AHHAITTY

JAN VOGEL
EXECUTIVE DIRECTOR

February 24, 2025

Steve Rogers, Chairperson
Economic Business Advisory Commission
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

Dear Mr. Rogers:

I wish to express our thanks to the City of Gardena's Economic Development Advisory Commission for its support of the South Bay Workforce Investment Board (SBWIB). Over the years, the City of Gardena has provided private sector business appointments of persons who continue to well-represent the private sector in Gardena. We look forward to your continued support in the coming years.

As a reminder, "the purpose of the SBWIB is to ensure the involvement of the business and industrial community, including small businesses, education, labor organizations, community-based organizations, economic and community development agencies and one-stop delivery system partners in workforce development activities. The SBWIB also oversees a local cooperative relationship with the Participating Cities that will most effectively satisfy the labor demand needs of the business community and enhance the economic well-being of individuals in need of workforce development services."

Pursuant to the legislative mandates outlined in the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128, for the creation and composition of the Workforce Investment Boards Private Sector and Economic Development Members of the South Bay Workforce Investment Board of Directors must be nominated by local business organizations or business trade associations. Nominees are appointed by the Participating Cities' Mayor and City Council and ratified by the South Bay Workforce Investment Area Chief Locally Elected Official, which is the Mayor and City Council of Inglewood.

Based upon the composition of the SBWIB, the City of Gardena is entitled to three (3) private sector business seats and one (1) economic and community development seat. The economic and community development seat held by Ms. Jackie Choi, Economic Development Manager for the City of Gardena, will become vacant June 30, 2025. Ms. Choi has been a valuable member on the SBWIB and wishes to serve an additional four-year term of office. Therefore, it is requested that the City of Gardena's Economic Business Advisory Commission please take one of the following actions: (1) re-nominate Ms. Jackie Choi to the SBWIB, (2) nominate another economic and community development representative or (3) nominate a business private sector individual with optimum policymaking authority within their organization, holding a upper-level position such as CEO, President, etc. Members are expected to attend our quarterly

Board meeting in addition to one quarterly Committee meeting to which they are assigned. Your efforts in this regard are greatly appreciated.

Please submit your nomination letter to the City Manager, addressed to the City of Gardena Mayor and City Council, to facilitate the appointment process (Sample letter attached for use).

If you have any questions please contact me, or my assistant, Sha'Ron Berry at (310) 970-7700.

Thank you for your continued support of the South Bay Workforce Investment Board.

Sincerely,

Jan Vogel
Executive Director

May 21, 2025

Honorable Mayor and City Council
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

Dear Honorable Mayor and City Council:

On behalf of the Economic Business Advisory Commission, please accept the nomination of the following individual to be appointed to serve on the South Bay Workforce Investment Board, as an economic and community development representative for the City of Gardena:

Jackie Choi, Economic Development Manager, City of Gardena, to serve as an economic and community development representative under a new four-year term of office from July 1, 2025, to June 30, 2029.

Thank you for your acceptance.

Sincerely,

Chairperson

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 8.I
Section: CONSENT CALENDAR
Meeting Date: May 27, 2025

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

AGENDA TITLE: SECOND READING AND ADOPTION OF ORDINANCE NO. 1881 : Adopting a Military Equipment Use Policy of the City of Gardena, California Governing the Use of Military Equipment Pursuant to Assembly Bill 481
CONTACT: POLICE

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:

On September 30, 2021, Governor Newsom signed into law Assembly Bill 481 which requires a law enforcement agency to obtain approval from the applicable governing body, via adoption of a “military equipment” use policy by ordinance, prior to the law enforcement agency funding, acquiring, or using equipment deemed military equipment as defined in Assembly Bill 481.

Items deemed to be “military equipment” by AB 481 are used as a component of overall best practices for law enforcement agencies throughout the country. These tools have been tested in the field and are used by law enforcement agencies to enhance public and officer safety. None of the equipment in Gardena Police Department’s inventory has been obtained from the military, nor is it solely designated for military use.

Gardena Police Department’s Military Equipment Use Policy (Policy 706) was approved by the Gardena City Council in 2024. The updated proposed Policy includes updated quantities for projectiles, hand-thrown gas, and ammunition utilized for training purposes.

The proposed Ordinance (Attachment 2) is in compliance with AB 481 and is necessary to adopt in order to approve GPD’s Policy 706, which constitutes GPD’s updated Military Equipment Use Policy (Exhibit A to Attachment 2). As required by AB 481, the draft Policy was posted on the Police Department’s website on April 1, 2025, more than 30 days prior to the introduction of the Ordinance. The Gardena Police Department also published the 2024

Annual Report and held a Community Engagement Session on April 23, 2025 regarding the 2024 Annual Report.

The proposed Policy 706 safeguards the public's welfare, safety, civil rights, and civil liberties. Policy 706 ensures that there are safeguards, including transparency, oversight, and accountability measures in place.

The Gardena Department seeks City Council adoption of the attached Military Equipment Use Policy – 706 (Exhibit A to Attachment 2) to allow GPD to continue to use the vital equipment specified therein and allow neighboring police agencies to use military equipment in this jurisdiction when providing mutual-aid during exigent circumstances.

On May 13, 2025, City Council held a public hearing on Ordinance No. 1881 relating to adopting a military equipment use policy pursuant to Assembly Bill 481. At that meeting, the Ordinance was introduced by Councilmember Wanda Love with a second by Councilmember Mark Henderson.

Staff now respectfully recommends that the City Council adopt Ordinance No. 1881. The adoption of Ordinance No. 1881 is in compliance with AB 481 and is necessary to adopt in order to approve GPD's Policy 706, which constitutes GPD's updated Military Equipment Use Policy (Exhibit A to Attachment 2).

FINANCIAL IMPACT/COST:

There is no fiscal impact associated with introducing the Ordinance.

ATTACHMENTS:

AB 481 Text.pdf
AB 481 Ord 1881
2025 Military Equipment Policy.pdf
ATTACHMENT A to Military Equipment Policy_2025.pdf

APPROVED:

_____

Clint Osorio, City Manager

STATE OF CALIFORNIA
AUTHENTICATED
ELECTRONIC LEGAL MATERIAL

Assembly Bill No. 481

CHAPTER 406

An act to add Chapter 12.8 (commencing with Section 7070) to Division 7 of Title 1 of the Government Code, relating to military equipment.

[Approved by Governor September 30, 2021. Filed with Secretary of State September 30, 2021.]

LEGISLATIVE COUNSEL'S DIGEST

AB 481, Chiu. Law enforcement and state agencies: military equipment: funding, acquisition, and use.

Existing law designates the Department of General Services as the agency for the State of California responsible for distribution of federal surplus personal property, excepting food commodities, and requires the department to, among other things, do all things necessary to the execution of its powers and duties as the state agency for the distribution of federal personal surplus property, excepting food commodities, in accordance with specified federal law. Existing law, the Federal Surplus Property Acquisition Law of 1945, authorizes a local agency, as defined, to acquire surplus federal property without regard to any law which requires posting of notices or advertising for bids, inviting or receiving bids, or delivery of purchases before payment, or which prevents the local agency from bidding on federal surplus property. Existing federal law authorizes the Department of Defense to transfer surplus personal property, including arms and ammunition, to federal or state agencies for use in law enforcement activities, subject to specified conditions, at no cost to the acquiring agency.

This bill would require a law enforcement agency, defined to include specified entities, to obtain approval of the applicable governing body, by adoption of a military equipment use policy, as specified, by ordinance at a regular meeting held pursuant to specified open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of military equipment, as defined. The bill would also require similar approval for the continued use of military equipment acquired prior to January 1, 2022. The bill would allow the governing body to approve the funding, acquisition, or use of military equipment within its jurisdiction only if it determines that the military equipment meets specified standards. The bill would require the governing body to annually review the ordinance and to either disapprove a renewal of the authorization for a type, as defined, of military equipment or amend the military equipment use policy if it determines, based on an annual military equipment report prepared by the law enforcement agency, as provided, that the military equipment does not comply with the above-described standards for approval. The bill would specify these provisions do not preclude a county or local municipality from implementing

additional requirements and standards related to the purchase, use, and reporting of military equipment by local law enforcement agencies.

This bill would also require a state agency, as defined, to create a military equipment use policy before engaging in certain activities, publish the policy on the agency's internet website, and provide a copy of the policy to the Governor or the Governor's designee, as specified. The bill would also require a state agency that seeks to continue use of military equipment acquired prior to January 1, 2022, to create a military equipment use policy.

This bill would also include findings that the changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

By adding to the duties of local officials with respect to the funding, acquisition, and use of military equipment, this bill would impose a state-mandated local program.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) The acquisition of military equipment and its deployment in our communities adversely impacts the public's safety and welfare, including increased risk of civilian deaths, significant risks to civil rights, civil liberties, and physical and psychological well-being, and incurment of significant financial costs. Military equipment is more frequently deployed in low-income Black and Brown communities, meaning the risks and impacts of police militarization are experienced most acutely in marginalized communities.

(b) The public has a right to know about any funding, acquisition, or use of military equipment by state or local government officials, as well as a right to participate in any government agency's decision to fund, acquire, or use such equipment.

(c) Decisions regarding whether and how military equipment is funded, acquired, or used should give strong consideration to the public's welfare, safety, civil rights, and civil liberties, and should be based on meaningful public input.

(d) Legally enforceable safeguards, including transparency, oversight, and accountability measures, must be in place to protect the public's welfare, safety, civil rights, and civil liberties before military equipment is funded, acquired, or used.

(e) The lack of a public forum to discuss the acquisition of military equipment jeopardizes the relationship police have with the community, which can be undermined when law enforcement is seen as an occupying force rather than a public safety service.

SEC. 2. Chapter 12.8 (commencing with Section 7070) is added to Division 7 of Title 1 of the Government Code, to read:

Chapter 12.8. Funding, Acquisition, and Use of Military Equipment

7070. For purposes of this chapter, the following definitions shall apply:

(a) "Governing body" means the elected body that oversees a law enforcement agency or, if there is no elected body that directly oversees the law enforcement agency, the appointed body that oversees a law enforcement agency. In the case of a law enforcement agency of a county, including a sheriff's department or a district attorney's office, "governing body" means the board of supervisors of the county.

(b) "Law enforcement agency" means any of the following:

(1) A police department, including the police department of a transit agency, school district, or any campus of the University of California, the California State University, or California Community Colleges.

(2) A sheriff's department.

(3) A district attorney's office.

(4) A county probation department.

(c) "Military equipment" means the following:

(1) Unmanned, remotely piloted, powered aerial or ground vehicles.

(2) Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.

(3) High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.

(4) Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.

(5) Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.

(6) Weaponized aircraft, vessels, or vehicles of any kind.

(7) Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters,

or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.

(8) Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.

(9) Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.

(10) Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.

(11) Any firearm or firearm accessory that is designed to launch explosive projectiles.

(12) "Flashbang" grenades and explosive breaching tools, "tear gas," and "pepper balls," excluding standard, service-issued handheld pepper spray.

(13) Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD).

(14) The following projectile launch platforms and their associated munitions: 40mm projectile launchers, "bean bag," rubber bullet, and specialty impact munition (SIM) weapons.

(15) Any other equipment as determined by a governing body or a state agency to require additional oversight.

(16) Notwithstanding paragraphs (1) through (15), "military equipment" does not include general equipment not designated as prohibited or controlled by the federal Defense Logistics Agency.

(d) "Military equipment use policy" means a publicly released, written document governing the use of military equipment by a law enforcement agency or a state agency that addresses, at a minimum, all of the following:

(1) A description of each type of military equipment, the quantity sought, its capabilities, expected lifespan, and product descriptions from the manufacturer of the military equipment.

(2) The purposes and authorized uses for which the law enforcement agency or the state agency proposes to use each type of military equipment.

(3) The fiscal impact of each type of military equipment, including the initial costs of obtaining the equipment and estimated annual costs of maintaining the equipment.

(4) The legal and procedural rules that govern each authorized use.

(5) The training, including any course required by the Commission on Peace Officer Standards and Training, that must be completed before any officer, agent, or employee of the law enforcement agency or the state agency is allowed to use each specific type of military equipment to ensure the full protection of the public's welfare, safety, civil rights, and civil liberties and full adherence to the military equipment use policy.

(6) The mechanisms to ensure compliance with the military equipment use policy, including which independent persons or entities have oversight

authority, and, if applicable, what legally enforceable sanctions are put in place for violations of the policy.

(7) For a law enforcement agency, the procedures by which members of the public may register complaints or concerns or submit questions about the use of each specific type of military equipment, and how the law enforcement agency will ensure that each complaint, concern, or question receives a response in a timely manner.

(e) "State agency" means the law enforcement division of every state office, officer, department, division, bureau, board, and commission or other state body or agency, except those agencies provided for in Article IV (except Section 20 thereof) or Article VI of the California Constitution.

(f) "Type" means each item that shares the same manufacturer model number.

7071. (a) (1) A law enforcement agency shall obtain approval of the governing body, by an ordinance adopting a military equipment use policy at a regular meeting of the governing body held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable, prior to engaging in any of the following:

(A) Requesting military equipment made available pursuant to Section 2576a of Title 10 of the United States Code.

(B) Seeking funds for military equipment, including, but not limited to, applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(C) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(D) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the territorial jurisdiction of the governing body.

(E) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.

(F) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of, military equipment.

(G) Acquiring military equipment through any means not provided by this paragraph.

(2) No later than May 1, 2022, a law enforcement agency seeking to continue the use of any military equipment that was acquired prior to January 1, 2022, shall commence a governing body approval process in accordance with this section. If the governing body does not approve the continuing use of military equipment, including by adoption pursuant to this subdivision of a military equipment use policy submitted pursuant to subdivision (b), within 180 days of submission of the proposed military equipment use policy to the governing body, the law enforcement agency shall cease its use of

the military equipment until it receives the approval of the governing body in accordance with this section.

(b) In seeking the approval of the governing body pursuant to subdivision (a), a law enforcement agency shall submit a proposed military equipment use policy to the governing body and make those documents available on the law enforcement agency's internet website at least 30 days prior to any public hearing concerning the military equipment at issue.

(c) The governing body shall consider a proposed military equipment use policy as an agenda item for an open session of a regular meeting and provide for public comment in accordance with the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.

(d) (1) The governing body shall only approve a military equipment use policy pursuant to this chapter if it determines all of the following:

(A) The military equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.

(B) The proposed military equipment use policy will safeguard the public's welfare, safety, civil rights, and civil liberties.

(C) If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

(D) Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

(2) In order to facilitate public participation, any proposed or final military equipment use policy shall be made publicly available on the internet website of the relevant law enforcement agency for as long as the military equipment is available for use.

(e) (1) The governing body shall review any ordinance that it has adopted pursuant to this section approving the funding, acquisition, or use of military equipment at least annually and, subject to paragraph (2), vote on whether to renew the ordinance at a regular meeting held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.

(2) The governing body shall determine, based on the annual military equipment report submitted pursuant to Section 7072, whether each type of military equipment identified in that report has complied with the standards for approval set forth in subdivision (d). If the governing body determines that a type of military equipment identified in that annual military equipment report has not complied with the standards for approval set forth in subdivision (d), the governing body shall either disapprove a renewal of the authorization for that type of military equipment or require modifications

to the military equipment use policy in a manner that will resolve the lack of compliance.

(f) Notwithstanding subdivisions (a) to (e), inclusive, if a city contracts with another entity for law enforcement services, the city shall have the authority to adopt a military equipment use policy based on local community needs.

7072. (a) A law enforcement agency that receives approval for a military equipment use policy pursuant to Section 7071 shall submit to the governing body an annual military equipment report for each type of military equipment approved by the governing body within one year of approval, and annually thereafter for as long as the military equipment is available for use. The law enforcement agency shall also make each annual military equipment report required by this section publicly available on its internet website for as long as the military equipment is available for use. The annual military equipment report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of military equipment:

(1) A summary of how the military equipment was used and the purpose of its use.

(2) A summary of any complaints or concerns received concerning the military equipment.

(3) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.

(4) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.

(5) The quantity possessed for each type of military equipment.

(6) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

(b) Within 30 days of submitting and publicly releasing an annual military equipment report pursuant to this section, the law enforcement agency shall hold at least one well-publicized and conveniently located community engagement meeting, at which the general public may discuss and ask questions regarding the annual military equipment report and the law enforcement agency's funding, acquisition, or use of military equipment.

7073. (a) A state agency shall create a military equipment use policy prior to engaging in any of the following:

(1) Requesting military equipment made available pursuant to Section 2576a of Title 10 of the United States Code.

(2) Seeking funds for military equipment, including, but not limited to, applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(3) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(4) Collaborating with a law enforcement agency or another state agency in the deployment or other use of military equipment within the territorial jurisdiction of the governing body.

(5) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.

(6) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, or to apply to receive, acquire, use, or collaborate in the use of, military equipment.

(7) Acquiring military equipment through any means not provided by this subdivision.

(b) No later than May 1, 2022, a state agency seeking to continue the use of any military equipment that was acquired prior to January 1, 2022, shall create a military equipment use policy.

(c) A state agency that is required to create a military equipment use policy pursuant to this section shall do both of the following within 180 days of completing the policy:

(1) Publish the military equipment use policy on the agency's internet website.

(2) Provide a copy of the military equipment use policy to the Governor or the Governor's designee.

7074. The Legislature finds and declares that ensuring adequate oversight of the acquisition and use of military equipment is a matter of statewide concern rather than a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, this chapter applies to all cities, including charter cities and shall supersede any inconsistent provisions in the charter of any city, county, or city and county.

7075. Nothing in this chapter shall preclude a county or local municipality from implementing additional requirements and standards related to the purchase, use, and reporting of military equipment by local law enforcement agencies.

SEC. 3. The Legislature finds and declares that Section 1 of this act, which adds Chapter 12.8 (commencing with Section 7070) to Division 7 of Title 1 of the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

Requiring local agencies to hold public meetings prior to the acquisition of military equipment further exposes that activity to public scrutiny and enhances public access to information concerning the conduct of the people's business.

SEC. 4. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district under this act would

result from a legislative mandate that is within the scope of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution.

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ORDINANCE NO. 1881

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA CALIFORNIA ADOPTING A MILITARY EQUIPMENT USE POLICY

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

WHEREAS, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481 ("AB 481"), adding Chapter 12.8, "Funding, Acquisition and Use of Military Equipment", to Division 7 of Title 1 of the Government Code (sections 7070 – 7075), relating to the use of military equipment by California law enforcement agencies;

WHEREAS, AB 481 seeks to provide transparency, oversight, and an opportunity for meaningful public input on decisions regarding whether and how military equipment is funded, acquired, or used;

WHEREAS, the Gardena Police Department is in possession of certain items of equipment that qualify as "military equipment" under AB 481 and further intends to acquire other items of military equipment;

WHEREAS, AB 481 requires, inter alia, that a law enforcement agency possessing and using such qualifying equipment must prepare a publicly released, written, military equipment use policy document covering the inventory, description, quantity, purpose, capabilities, use, lifespan, acquisition, maintenance, authorized use, fiscal impacts, procedures, training, oversight, and complaint process, applicable to the Department's use of such equipment;

WHEREAS, the policy must be approved by the City Council by ordinance, and reviewed annually thereafter; and

WHEREAS, the military equipment inventoried and presented to the City Council is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety;

WHEREAS, the proposed Military Equipment Use Policy ("Policy"), attached hereto as Exhibit A and incorporated herein, will safeguard the public's health, welfare, safety, civil rights, and civil liberties;

WHEREAS, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety;

WHEREAS, prior military equipment use complied with the applicable equipment use policy (which included equipment now defined as military equipment) that was in effect at the time, or if prior uses did not comply with the accompanying military

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equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance;

WHEREAS, the Police Department has submitted the proposed Policy to the City Council and has made those documents available on the Police Department's website for at least 30 days prior to the public hearing concerning the military equipment at issue;

WHEREAS, the Policy satisfies the requirements of Government Code Section 7070(d);

WHEREAS, the City Council of the City of Gardena, having received the information required under AB 481 regarding the Gardena Police Department's use of military equipment as defined in said law, deems it to be in the best interest of the City to and hereby does approve the Military Equipment Policy; and

WHEREAS, all legal prerequisites prior to the adoption of this Ordinance have occurred.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA HERBY ORDAINS AS FOLLOWS:

Section 1: Recitals. The City Council finds that all the recitals, facts, findings, and conclusions set forth above in the preamble of this Ordinance are true and correct.

Section 2: Approval of Military Equipment Policy.

Military Equipment Policy.
(a) The Military Equipment Policy shall govern the use of military equipment by the Gardena Police Department.

(b) The Policy shall be made publicly available on the Police Department's website for as long as the military equipment is available for use or as otherwise ordained by the City Council.

(c) The Police Department shall submit an annual military equipment report to the City Council containing the information required by Government Code Section 7072 and the City Council shall thereafter determine whether each type of military equipment identified therein complied with the standards for approval set forth in Government Code Section 7071(d).

(d) The City Council shall on an annual basis and at a regular meeting thereof review this ordinance and vote on whether to renew it pursuant to Government Code Section 7071(e)(2).

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(e) The definitions set forth in Government Code section 7070 shall apply to this ordinance. Any provision of state law referred to herein shall mean and include any amended or successor provision thereof.

Section 3: Compliance with CEQA. Adoption of this Ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) (General Rule) of the CEQA Guidelines because it is not a “project” and because it can be seen with certainty that there is no possibility that the passage of this Ordinance will have a significant effect on the environment.

Section 4: Inconsistencies. Any provision of the Gardena Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to that extent necessary to affect the provisions of this Ordinance.

Section 5: Uncodified Ordinance. This Ordinance shall not be codified in the Gardena Municipal Code unless and until the City Council so ordains.

Section 6: Severability. If any chapter, article, section, subsection, subdivision, sentence, clause, phrase, word, or portion of this Ordinance, or the application thereof to any person, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Ordinance or its application to other persons. The City Council hereby declares that it would have adopted this Ordinance and each chapter, article, section, subsection, subdivision, sentence, clause, phrase, word, or portion thereof, irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, phrases, or portions of the application thereof to any person, be declared invalid or unconstitutional. No portion of this Ordinance shall supersede any local, state, or federal law, regulation, or codes dealing with life safety factors.

Section 7: Effective Date. This Ordinance shall become effective thirty (30) days following from its adoption.

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Section 8: Execution. The Mayor shall sign and the City Clerk shall attest to the passage of this Ordinance. The City Clerk shall cause the same to be published once in the official newspaper within 15 days after its adoption. This Ordinance shall become effective 30 days from its adoption.

Passed and adopted this 27th day of May, 2025 by the following vote:

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

Military Equipment

706.1 PURPOSE AND SCOPE

State

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

706.1.1 DEFINITIONS

State

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

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706.2 POLICY

State

It is the policy of the Gardena Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

706.3 MILITARY EQUIPMENT COORDINATOR

Best Practice

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

(a) Acting as liaison to the governing body for matters related to the requirements of this policy.

(b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.

(c) Conducting an inventory of all military equipment at least annually.

(d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Gardena Police Department (Government Code § 7071).

(e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:

1. Publicizing the details of the meeting.
2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.

(f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).

(g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

706.4 MILITARY EQUIPMENT INVENTORY

State

Attachment A constitutes a list of qualifying equipment for the Department:

706.5 APPROVAL

State

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

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(a) Requesting military equipment made available pursuant to 10 USC § 2576a.

(b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.

(e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.

(f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.

(g) Acquiring military equipment through any means not provided above.

706.6 COORDINATION WITH OTHER JURISDICTIONS

State

Military equipment used by any member of this Department shall be approved for use and in accordance with this Department policy. Any military equipment that is deployed or used by other jurisdictions that are providing mutual aid to this Department shall comply with their respective military equipment use policies. Situations may arise where the Gardena Police Department may deploy or use military equipment owned by other law enforcement agencies, in these situations, Gardena Police Department is authorized to deploy or use a different agency's military equipment as authorized in this policy.

The Gardena Police Department hereby adopts the military equipment use policy as is approved, and may be amended from time to time, under Government Code section 7070 *et seq.,* for jurisdictions that the Gardena Police Department may engage with to provide mutual aid. This section is in no way a limitation to the ability of the Gardena Police Department to deploy or use the military equipment of another jurisdiction.

706.7 ANNUAL REPORT

State

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

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706.8 COMMUNITY ENGAGEMENT

State

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

706.9 COMPLIANCE PROCEDURE

This procedure is to ensure compliance with the military equipment use policy. All complaints, concerns, or questions submitted regarding this policy will be handled pursuant to the Department's normal complaint process (Lexipol Policy 1010) and be handled in a timely manner.

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ATTACHMENT A: MILITARY EQUIPMENT INVENTORY

ARMORED VEHICLES

Type: *Lenco BearCat G2 (FORD F-550 CHASSIS; VIN: 1FDAF5HT5DEB79977)*

Quantity: 1

Cost: $259,932.03 (estimated)

Lifespan: 20+ years based on maintenance and care (estimated)

Capabilities: The Lenco BearCat G2 can support first responders in any hazardous, high-risk, or critical incidents which would benefit from having a vehicle that provides a high level of ballistic protection.

Manufacturer's Description: The Lenco BearCat G2 is the standard tactical armored vehicle for special operations units within the US Law Enforcement community. Since the early 2000s, agencies such as LAPD, LASD SEB, NYPD ESU, Boston PD and hundreds of Federal, State and Local Law Enforcement agencies have made the BearCat G2 part of their standard operating procedure. The G2 has excellent on-road driving characteristics and maneuverability in tight urban settings. The large floor plan seats 10 – 12 fully equipped officers with a long list of tactical features only found on the Lenco BearCat line of armored SWAT vehicles for Police and Government.

Purpose: The purpose of the BearCat is to provide protection for the members of the Gardena Police Department and community members in high risk or critical incidents, such as serving high risk search warrants, arrest warrants of dangerous subjects, the safe transportation of law enforcement officers and for the rescue of injured residents and personnel.

Authorized Use: The use of armored vehicles shall be authorized by a watch commander or SWAT commander, based on the specific circumstances of a given critical incident. Armored vehicles shall be used only by officers trained in their deployment and in a manner consistent with Department policy and training.

Fiscal Impact: $0 – 10,000 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: All drivers/operators shall attend formalized instruction and be trained in vehicle operations and practical driving instruction.

Military Equipment

Type: *Major Incident Response Vehicle (MIRV) (FORD E-350 CHASSIS WITH MARATHON INDUSTRIES UTILITY BED "BOX STYLE"; VIN: 1FDWE35L87DA27297)*

Quantity: 1

Cost: $60,000.00 (estimated)

Lifespan: 15+ years based on maintenance and care (estimated)

Capabilities: The MIRV is a custom-built vehicle used by SWAT personnel to transport the tools used by the SWAT Team. The MIRV can also serve as a mobile command post for SWAT operations. The MIRV seats two department personnel.

Manufacturer's Description: N/A

Purpose: To be used in response to critical incidents where SWAT personnel are deployed. The equipment transported by the MIRV is used to enhance officer and community safety and assist in resolving critical incidents.

Authorized Uses: The use of the MIRV shall only be authorized by a SWAT commander based on the specific circumstances of a given critical incident. The MIRV shall be used only by officers trained in its deployment and operation in a manner consistent with Department policy and training.

Fiscal Impact: $0 – 10,000.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Every SWAT operator is authorized to operate the MIRV.

Type: *Mobile Command Post/Equipment Truck (Model # Ford F650)*

Quantity: 1

Cost: $400,000.00 (estimated)

Lifespan: 15+ years based on maintenance and care (estimated)

Capabilities: The Ford Truck is a custom-built vehicle used by SWAT, Crisis Negotiation Team (CNT), and the Drone Team personnel to transport equipment for SWAT and provide a workstation for CNT / Drone Team personnel. The Ford Truck can also serve as a mobile command post for SWAT operations.

Military Equipment

Manufacturer's Description: It has all the tools, features, and accommodates a geared SWAT team needs, including other smaller teams such as a Crisis Negotiation Team or Drone Teams.

Purpose: To provide SWAT, CNT, and Drone operators a vehicle for storing / transporting tools and equipment necessary for tactical operations, and mobile command post.

Authorized Uses: Situations for use of the Mobile Command Post may include, but not limited to, warrant services, callouts, trainings, and public gatherings.

Fiscal Impact: $0 – 5,000.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only SWAT, CNT, Drone personnel who have completed the required training shall be permitted to use the Mobile Command Post. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Mobile Command Center Recreational Vehicle (RV) (2014 THOR OUTLAW 37LS)*

Quantity: 1

Cost: $102,865.00 (estimated)

Lifespan: 15+ years based on maintenance and care (estimated)

Capabilities: The Mobile Command Center RV is a community meeting center as well as a command vehicle for emergency incidents.

Military Equipment

Manufacturer's Description:

Engine Brand Name	Triton®
Engine Type	V10
Cylinders	10
Horsepower (bhp/kW)	362 / 270.1
Horsepower RPM	4750
Torque (Ft Lbs/Nm)	457 / 619.6
Torque RPM	3250
Fuel Requirements	Regular
Fuel Type	Gas
Chassis Model	F-Series Super Duty
Chassis Brand	Ford
Displacement (l)	6.8
Carburetion Type	Fuel Injected
Length (ft/m)	38.33 / 11.7
Width (in/mm)	101 / 2565.4
Height (in/mm)	155 / 3937
Wheelbase (in/mm)	242 / 6146.8
Towing Capacity (lbs/kgs)	5000 / 2268
GVWR (lbs/kgs)	24000 / 10886.4
Fuel Capacity (gal/l)	80 / 302

Purpose: To be used in response to critical incidents where personnel are deployed. It can also be used as a community meeting center.

Authorized Uses: The use of the RV can be used as a community meeting center or for critical incidents. If for a critical incident, it shall only be authorized by an Incident Commander based on the specific circumstances of a given critical incident. The RV shall be used only by officers trained in its deployment and in a manner consistent with Department policy and training.

Fiscal Impact: $0 – 10,000.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: The RV shall be used only by officers trained in its deployment and in a manner consistent with Department policy and training.

Military Equipment

PROJECTILES

Type: *40mm Sponge Rounds* (*Part #6325)*

Quantity: Not to Exceed 1200

Cost: $17.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capability: The 40mm eXact iMpactTM Sponge Round will prove most successful for incapacitation when used within its optimal energy range of approximately 5 – 40 meters, although it may be used in situations from 1.5 – 50 meters. The optimal zone offers the necessary energy and accuracy to target the large muscle groups of the buttocks, thigh, and even the knees of the subject. These areas provide sufficient pain stimulus, while greatly reducing serious or life-threatening injuries.

Manufacturer's Description: This lightweight, high-speed projectile incorporates a plastic body and a foam (sponge) nose which is spin stabilized via the incorporated rifling collar and the 40mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant and has velocities that are extremely consistent. The 40mm eXact iMpactTM Sponge Round is a "point-of-aim, point-of-impact" direct fire round that is most commonly used by tactical teams in situations where maximum deliverable energy is desired for the incapacitation of an aggressive, non-compliant subject. In many municipalities, these are being selected for both tactical call outs and as an available option for patrol.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Authorized Uses: Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 20,400.00 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: Sworn personnel utilizing 40mm less-lethal chemical agents or impact rounds are trained in their use by certified less lethal and chemical agent instructors.

Type: *40mm Oleoresin Capsicum (OC) (Part #-6320)*

Quantity: Not to Exceed 120

Cost: $18.25 each (estimated)

Lifespan: 5 years from date of manufacture

Military Equipment

Capability: The 40mm Direct Impact munition is a less lethal 40mm lightweight plastic and crushable foam projectile fired from a single 40mm launcher. It delivers OC irritant upon impact.

Manufacturer's Description: The 40mm Direct Impact® munition is a point-of-aim, point-of-impact direct-fire round. An excellent solution whether you need to incapacitate a single subject or control a crowd. When loaded with OC powder, the Direct Impact combines blunt trauma with the effects of an irritant powder, maximizing the potential for incapacitation.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Authorized Uses: Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 2,190.00 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: Only SWAT operators or members of the Mobile Field Force Team who have completed the required POST training shall be permitted to deploy the 40mm OC. Use is established by the SWAT Commander and/or Incident Commander.

Type: *40mm Oleoresin Capsicum (OC) Ferret (Part # 2290)*

Quantity: Not to Exceed 120

Cost: $20.06 each (estimated)

Lifespan: 5 years from date of manufacture

Capability: It is capable of penetrating barriers, such as windows, hollow core doors, wallboard, and thin plywood. Upon impact the nose of the projectile ruptures and instantaneously delivers the agent payload inside a structure or vehicle.

Manufacturer's Description: The Ferret® 40 mm Barricade Penetrating Round is filled with an OC powder chemical agent. It is a frangible projectile that is spin stabilized utilizing barrel rifling. It is non-burning and designed to penetrate barriers. Primarily used by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard, and thin plywood. Upon impact the nose of the projectile ruptures and instantaneously delivers the agent payload inside a structure or vehicle.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Military Equipment

Authorized Uses: Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 2,407.20 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: SWAT operators utilizing 40mm less-lethal chemical agents or impact rounds are trained in their use by certified less-lethal and chemical agent instructors.

Type: *40mm CS Ferret (Part # 2292)*

Quantity: Not to Exceed 120

Cost: $19.44 each (estimated)

Lifespan: 5 years from date of manufacture

Capability: The 40mm CS Ferret is a less lethal 40mm round used to penetrate barriers, such as windows, hollow core doors, wallboard, and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure of vehicle**.**

Manufacturer's Description: The Ferret® 40 mm Barricade Penetrating Round is filled with a CS powder chemical agent. It is a frangible projectile that is spin stabilized utilizing barrel rifling. It is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial. Primarily used by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impact the nose of the projectile ruptures and instantaneously delivers the agent payload inside a structure or vehicle.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Authorized Uses: Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 2,332.80 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: SWAT operators utilizing 40mm less-lethal chemical agents or impact rounds are trained in their use by certified less-lethal and chemical agent instructors.

Military Equipment

Type: *Projectile Pepper Ball Munition (Inert)*

Quantity: Not to Exceed 12,000

Cost: $853.00 (375 rounds) (estimated)

Lifespan: 3 years from date of manufacture

Capabilities: This projectile can travel at a velocity of 280-300 fps and is best suited for training, qualifications, and direct impact when chemical exposure is not desired.

Manufacturer's Description: Containing a harmless, scented powder, this projectile is best suited for training, qualifications, and direct impact when chemical exposure is not desired.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only those officers who have been trained in the use of Pepper Ball launchers are authorized to use the Pepper Ball launchers and munitions. All other Gardena Police Department policies remain in effect, including, but not limited to, Gardena Police Department Policy 300 – Use of Force.

Fiscal Impact: $0 – 27,296.00 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: SWAT operators and members of the Mobile Field Force Team utilizing Pepper Ball launchers and munitions are trained in their use by a POST-certified, less-lethal and chemical agent instructor.

Type: *Live-X Projectile Pepper Ball Munition (Live-X)*

Quantity: Not to Exceed 2700

Cost: $1,060.00 each (375 rounds) (estimated)

Lifespan: 3 years from date of manufacture

Capabilities: This projectile can travel at 280-300 fps with a payload of 2.5 grams. It is the equivalent of 10 regular Pepper Ball LiveTM rounds.

Manufacturer's Description: Our most potent and powerful concentration of PAVA pepper powder. One round of LIVE-XTM contains the equivalent PAVA irritant chemical agent in 10 regular Pepper Ball® LIVETM rounds.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the non-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only those officers who have been trained in the use of Pepper Ball launchers are authorized to use the Pepper Ball launchers and munitions. All other Gardena Police Department policies remain in effect, including, but not limited to, Gardena Police Department Policy 300 – Use of Force.

Fiscal Impact: $0 – 7,632.00 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: SWAT operators and members of the Mobile Field Force Team utilizing Pepper Ball launchers and munitions are trained in their use by a POST-certified, less-lethal and chemical agent instructor.

PROJECTILE LAUNCHERS

Type: *Defense Technology 40mm Launcher (Part #1425)*

Quantity: Not to Exceed 42

Cost: $1,193.23 each (estimated)

Lifespan: 25 years (estimated)

Capabilities: 40mm launchers are capable of firing a variety of munitions with a maximum effective range of 120 feet. 40mm launchers can deliver 40mm munitions in the form of chemical agents, sponge baton rounds, or combined use sponge baton Oleoresin Capsicum (OC) chemical round agent rounds.

Manufacturer's Description: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Military Equipment

Authorized Uses: Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; crowd control and civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 - $47,729.20 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: Sworn personnel utilizing 40mm less-lethal chemical agents or impact rounds are trained in their use by certified less lethal and chemical agent instructors.

Type: *Defense Technology 40mm 4 or 6-Shot Launcher (Part # 1440)*

Quantity: Not to Exceed 2

Cost: $2,783.88 each (estimated)

Lifespan: 15 years (estimated)

Capabilities: 40mm launchers are capable of firing a variety of munitions with a maximum effective range of 120 feet. 40mm launchers can deliver 40mm munitions in the form of chemical agents, sponge baton rounds, or combined use sponge baton Oleoresin Capsicum (OC) chemical round agent rounds.

Manufacturer's Description: Designed for riot and tactical situations, the Defense Technology® 1440 40mm Tactical 4-Shot Launcher is low-profile and lightweight, providing multi-shot capability in an easy to carry launcher. It features the Rogers Super Stoc™ expandable gun stock, an adjustable Picatinny mounted front grip, and a unique direct-drive system to advance the magazine cylinder.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.

Authorized Uses: Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; crowd control and civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 5,567.76 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: SWAT operators and members of the Mobile Field Force Team utilizing 40mm less-lethal chemical agents or impact rounds are trained in their use by certified less lethal and chemical agent instructors.

Military Equipment

Type: *Pepper Ball Launchers (Full Tactical Carbine (FTC))*

Quantity: Not to Exceed 8 launchers

Cost: $999.95 each (estimated)

Lifespan: 20 years (estimated)

Capabilities: A non-lethal munitions system that employs paint ball launchers to fire "pepper balls" that contain powdered OC in place of the paint. The pepper ball delivery system combines chemical agent exposure with kinetic energy impact to aid in its effectiveness in addressing armed and/or violent individuals or crowds. Pepper ball munitions also include glass breaking rounds and marking rounds.

Manufacturer's Description: Pepper Ball launchers are designed for minimum time between launches and quick reload speed, so whether in a crowd control scenario, tactical or even Mobile Field Force situation, the Pepper Ball system offers flexibility, safety and security, all within one platform. Launchers range from a compact lightweight hand-held style that fits on a standard duty belt to a longer barreled shoulder-mounted launcher with greater range and projectile capacity. Each launcher is air powered, with either carbon dioxide (CO2), nitrogen, or compressed air powering the launch of projectiles. Pepper Ball launchers are not classified as firearms.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the less lethal weapons systems may include, but are not limited to self-destructive, dangerous and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only those SWAT operators or members of the Mobile Field Force Team who have been trained in the use of Pepper Ball launchers are authorized to use the Pepper Ball launchers.

Fiscal Impact: $0 - 7,999.60 (estimated)

Policy and Procedure: Lexipol Policy 303 Control Devices and Techniques

Training: Only assigned operators or members of the Mobile Field Force Team who have completed the required training from POST-certified instructors shall be permitted to deploy the Pepper Ball Launchers and Pepper Ball Munitions. Use is established by the SWAT Commander and/or Incident Commander.

AMMUNITION

Type: *Duty: Winchester Ranger, .223 Remington 55 grain pointed soft point*
Range: Winchester 5.56mm, 55 grain Full Metal Jacket

Quantity: Duty Not to Exceed: 12,000 rounds
Range Not to Exceed: 102,000 rounds

Military Equipment

Cost: Duty: $0.77 per round, $767.00 for 1000 rounds + tax (estimated)
Range: $0.46 per round, $459.00 per 1000 rounds + tax (estimated)

Lifespan: 5 years from date of purchase

Capabilities: The projectile is capable of penetrating soft body armor being worn by armed subjects.

Manufacturer's Description: The .223/5.56 cartridge is used as a lethal option designed to stop a violent encounter.

Purpose: To be utilized with the AR 15/M4 Carbine/HK 416 in accordance with Department policy.

Authorized Uses: To be utilized with the AR 15/M4 Carbine/HK 416 in accordance with Department policy.

Fiscal Impact: Duty: $0 – 9,204.00 (estimated)
Range: $0 – 46,818.00 (estimated)

Policy and Procedure: Lexipol Policy 306 Firearms Policy

Training: All sworn personnel are trained by POST-certified firearms instructors for the use M4 and AR 15s. SWAT operators receive additional training from POST-certified firearms instructors in the operation of the HK 416.

Type: *Defense Technology 12-Gauge Drag Stabilized Round* **(***Part # 3027)*

Quantity: Not to Exceed 250

Cost: $5.82 each (estimated)

Lifespan: 5 years from manufacture date

Capabilities: This round has a velocity of 270 fps with a maximum effective range of 75 feet.

Manufacturer's Description: The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. This design utilizes four stabilizing tails and utilizes smokeless powder as the propellant. The 12-Gauge Drag Stabilized Round has secured its place as the Law Enforcement Communities' number one choice for specialty impact munitions.

Purpose: To limit the escalation of conflict where the employment of lethal force is prohibited or undesirable.

Military Equipment

Authorized Uses: Situations for use of the non-lethal weapon, the Remington 870, system may include, but are not limited to: self-destructive, dangerous, and/or combative individuals; civil unrest incidents; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 1,455.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only sworn personnel who have completed the required POST training shall be permitted to deploy the Defense Technology 12-Gauge Drag Stabilized Round.

Type: .*308 Caliber Rifle Ammunition (Winchester S308M)*

Quantity: Not to Exceed 2,000

Cost: $1.29 each (case of 200 rounds $259.00) (estimated)

Lifespan: 5 years from manufacture date

Capabilities: This ammunition enables SWAT long rifle operators the ability to engage hostile suspects at a distance with precision rifle fire.

Manufacturer's Description: Designed for use in rifles equipped with fast twist (1:7" to 1:9") barrels; Match-style Bullet - Proven performance and extreme accuracy on the range; Proven Hollow Point Boattail Design - Sleek profile, large boattail and small hollow point maximizes long-range accuracy.

Purpose: To be used with the Remington 700 or Remington R10.

Authorized Uses: The .308 Caliber Rifle Ammunition is authorized when used by the Remington 700 or Remington R10.

Fiscal Impact: $0 – 2,590.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned SWAT long rifle operators who have completed the required training shall be permitted to operate the rifle with this ammunition. Use is established by the SWAT Commander and/or Incident Commander.

Military Equipment

Type: *Duty: Winchester Ranger, 9mm Luger 115 grain Hollow Point*
Range: Winchester Target, 9mm Luger 115 grain Full Metal Jacket

Quantity: Duty: Not to Exceed 36,000
Range: Not to Exceed 170,000

Cost: Duty: $0.37 per round, $374.000 per 1,000 rounds (estimated)
Range: $0.27 per round, $266.00 per 1,000 rounds (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: This ammunition enables SWAT operators the ability to stop an armed subject at various distances.

Manufacturer's Description:
Duty: Threat stopping performance. It's what makes Ranger T-Series the trusted duty load law enforcement agencies across America. The bullet's patented, segment engineered design enhances expansion, penetration and weight retention through a variety of intervening barriers.

Range: Backed by generations of legendary excellence, Winchester "USA White Box" stands for consistent performance and outstanding value, offering high-quality ammunition to suit a wide range of shooter's needs.

Purpose: To be used with the MP-5.

Authorized Uses: The Winchester Ranger and Winchester Target Ammunition are authorized when used with the MP-5.

Fiscal Impact: Duty: $0 – 13,464.00 (estimated)
Range: $0 – 45,220.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned SWAT operators who have completed the required training shall be permitted to operate the MP-5. Use is established by the SWAT Commander and/or Incident Commander.

FIREARMS:
Type: *AR 15/M4 Carbine/HK416*

Quantity: Not to Exceed 100

Cost: $865.26 (estimated)

Military Equipment

Lifespan: No expiration

Capabilities: The AR 15/Carbine Rifle/HK 416 is a firearm capable of accurately stopping an armed subject at various distances.

Manufacturer's Description: A lightweight, air-cooled, gas-operated, magazine-fed shoulder-fired weapon designed for semi-automatic fire (or select fire for HK416).

Purpose: To be used as a precision weapon to address a threat with more precision and/or greater distances than a handgun, if present and feasible.

Authorized Uses: Only members that are POST certified are authorized to use a rifle. Members may deploy the patrol rifle in any circumstance where the member can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include, but are not limited to:

a. Situations where the member reasonably anticipates an armed encounter.
b. When a member is faced with a situation that may require accurate and effective fire at long range.
c. Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.
d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
e. When a member reasonably believes that a suspect may be wearing body armor.
f. When authorized or requested by a supervisor.
g. When needed to euthanize an animal.

HK 416's are only authorized for SWAT use in tactical situations.

Fiscal Impact: $0 – 1,000.00 each (estimated for maintenance)

Policy and Procedure: Lexipol Policy 306.33 Patrol Rifles

Training: All sworn personnel are trained by POST-certified firearms instructors for the use of M4s and AR 15s. SWAT operators receive additional training from POST-certified firearms instructors in the operation of the HK 416.

Type: *Remington 870 Magnum 12 Gauge Shot Lock (Repurposed Remington 870 Magnum modified with a breaching barrel)*

Quantity: Not to Exceed 3

Cost: $196.00

Lifespan: 25 years (estimated)

Military Equipment

Capabilities: This tool allows for officers to safely utilize shotgun breaching rounds to destroy deadbolts, locks, and hinges. The stand-off that is attached to the end of the barrel allows for positive placement of the device into the correct position and vents gasses to prevent overpressure. This device can also defeat windows and sliding glass doors with a flash bang round.

Manufacturer's Description: The Remington 870 family of shotguns was first introduced by Remington in the 1950s and since, has become one of the most popular USA-made pump action shotguns ever. Sales of the 870 reached over 7 million guns by 1996 and have continued to grow. This particular model is configured with a pistol grip and door-breaching accessory threaded into the barrel making it ideal for forceful entry situations.

Purpose: During crisis situations, it may become necessary for a SWAT team to facilitate an entry into a target location. It is critical the point of entry is breached as quickly and as safely as possible. A quick and effective breach may be required to provide an added degree of safety and tactical advantage in order to accomplish a mission.

Authorized Uses: A shot gun breach should only be utilized after taking into consideration the overall mission, officer and citizen safety, the overall construction of the structure, the presence of unstable chemicals, explosives or incendiary materials, and whether other means of mechanical breaching would be effective and safe to use. The option to use a shot gun breach shall be at the discretion of the SWAT Team Leader or the Incident Commander.

Fiscal Impact: $0 – 150.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned operators who have completed the required POST training shall be permitted to deploy the Remington 870 Magnum 12 Gauge Shot Lock.

Type: *Remington 870 – Less-Lethal Shotgun (Repurposed Remington Shotguns from Patrol)*

Quantity: Not to Exceed 4

Cost: $946.00 (estimated)

Lifespan: 25 years (estimated)

Capabilities: This less lethal shotgun is specifically designated for use with kinetic energy projectiles and is specially marked in a manner that makes them readily identifiable as such. It can deploy at a distance up to 75 feet. They are 12-gauge with a 6+1 magazine capacity.

Military Equipment

Manufacturer's Description: As one of the most popular shotguns of all time, the Model 870 is offered in dozens of configurations to suit hundreds of applications. It is the heart of the Model 870's landmark dependability and durability.

Purpose: To limit the escalation of conflict where the employment of lethal force is prohibited or undesirable.

Authorized Use: Situations for use of the less lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; potentially vicious animals; and training exercises or approved demonstrations.

Fiscal Impact: $0 – 200.00 (estimated for maintenance)

Policy and Procedure: Lexipol Policy 306

Training: Only sworn personnel who have completed the required POST training shall be permitted to deploy the Remington 870.

Type: *MP-5 Select Fire Firearm*

Quantity: Not to Exceed 20

Cost: $3,128.29 each (estimated)

Lifespan: No expiration

Capabilities: A compact, modular, lightweight, select fire firearm chambered in 9mm. The MP-5 is one of the most widely used firearm by SWAT teams in North America. The firearm provides the ability to deliver precision gun fire with a shoulder fired weapons system that is accurate, reliable, and safe. Its compact design allows for ease of maneuverability when operating in the open or within interior environments.

Manufacturer's Description: Probably the most popular series of select fire guns in the world, it functions according to the proven roller-delayed blowback principle. Tremendously reliable, with maximum safety for the user, easy to handle, modular, extremely accurate and extraordinarily easy to control when firing – features that are particularly appreciated by security forces and military users worldwide.

Purpose: To be used as a precision weapon to address a threat with more precision and/or greater distances than a handgun, if present and feasible.

Authorized Uses: A sworn police officer who is member of the SWAT team may utilize an MP-5. Members may deploy the MP-5 in any circumstance where the member can articulate a reasonable expectation that the MP-5 may be needed. Examples of some general guidelines for deploying the MP-5 may include, but are not limited to:

a. Situations where the member reasonably anticipates an armed encounter.
b. When a member is faced with a situation that may require accurate and effective fire at long range.

c. Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.
d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
e. When a member reasonably believes that a suspect may be wearing body armor.
f. When authorized or requested by a supervisor.
g. When needed to euthanize an animal.

Fiscal Impact: $0 – 500.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned SWAT operators who have completed the required training shall be permitted to operate the MP-5. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Daniel Defense V7S Short Barrel Rifle (SBR)*

Quantity: Not to Exceed 20

Cost: $1,495.00.00 each (estimated)

Lifespan: No expiration

Capabilities: The Daniel Defense V7S SBR is a rifle capable of accurately stopping an armed subject at various distances.

Manufacturer's Description: Daniel Defense has become one of the most reputable household brands touted for its dependability and reliability. The rifle delivers optimal reliability and accuracy with a newly equipped free-floating barrel, Daniel Defense buttstock and pistol grip. The rifle offers plenty of space for all operators' needs and comes with the ability to further customize the SBR with a wide variety of muzzle devices and suppressors.

Purpose: To be used as a precision weapon to address a threat with more precision and/or greater distances than a handgun, if present and feasible. This specific model better equips SWAT team operators with a more advanced primary rifle platform.

Authorized Uses: A sworn police officer who is member of the SWAT team may utilize a Short Barrel Rifle. Members may deploy the Short Barrel Rifle in any circumstance where the member can articulate a reasonable expectation that the Short Barrel Rifle may be needed. Examples of some general guidelines for deploying the Short Barrel Rifle may include, but are not limited to:

a. Situations where the member reasonably anticipates an armed encounter.
b. When a member is faced with a situation that may require accurate and effective fire at long range.

c. Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.

d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.

e. When a member reasonably believes that a suspect may be wearing body armor.

f. When authorized or requested by a supervisor.

g. When needed to euthanize an animal.

Fiscal Impact: $0 – 500.00 each (estimated for maintenance after initial acquisition of $26,000)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned SWAT operators who have completed the required training shall be permitted to operate the Short Barrel Rifle. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Remington 700 Precision .308 Bolt Action Rifle*

Quantity: Not to Exceed 4

Cost: $2,000 (estimated)

Lifespan: No expiration

Capabilities: The bolt action sniper rifle provides SWAT long rifleman the ability to engage a suspect at up to 600 yards with precision accuracy.

Manufacturer's Description: It's the number one bolt-action of all time, proudly made in the U.S.A. For over 50 years, more Model 700s have been sold than any other bolt-action rifle before or since. The legendary strength of its 3-rings-of-steel receiver paired with a hammer-forged barrel, combine to yield the most popular bolt-action rifle in history. Top choice of elite military snipers, the Model 700 is unequalled in tactical precision. Whether defending freedom or pursuing big game, its out-of-the-box accuracy is unmatched.

Purpose: To be used as a precision weapon to address a threat with more precision and/or greater distances than a handgun, if present and feasible.

Authorized Uses: SWAT operators who have been trained as a long rifleman/observer may use the Remington 700 during SWAT team operations. Examples of some general guidelines for deploying the Remington 700 may include, but are not limited to:

a. Situations where the member reasonably anticipates an armed encounter.

b. When a member is faced with a situation that may require accurate and effective fire at long range.

c. Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.
d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
e. When a member reasonably believes that a suspect may be wearing body armor.
f. When authorized or requested by a supervisor.
g. When needed to euthanize an animal.

Fiscal Impact: $0 – 5,200.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes pursuant to State and Federal law.

Training: Only assigned SWAT long rifle operators who have completed the required training shall be permitted to operate the rifle. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Remington R10 .308 Caliber Select Fire Rifle*

Quantity: Not to Exceed 4

Cost: $2,836.00 each (estimated)

Lifespan: No expiration

Capabilities: This is a semi-automatic precision rifle with precision optics and provides SWAT long rifleman the ability to engage a suspect at up to 800 meters with precision accuracy.

Manufacturer's Description: The R10's hammer-forged, sniper-grade barrel features 5R rifling for added precision and an effective range out to 800 m. All R10s have fully ambidextrous controls and free floated modular Remington Arms Handguards.

Purpose: The rifle provides SWAT long rifle operators and team spotters the ability to rapidly deploy and provide overwatch for team movements.

Authorized Uses: SWAT operators who have been trained as a long rifleman/observer may use the Remington R10 during SWAT team operations. Examples of some general guidelines for deploying the Remington R10 may include, but are not limited to:

a. Situations where the member reasonably anticipates an armed encounter.
b. When a member is faced with a situation that may require accurate and effective fire at long range.
c. Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.
d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.

e. When a member reasonably believes that a suspect may be wearing body armor.
f. When authorized or requested by a supervisor.
g. When needed to euthanize an animal.

Fiscal Impact: $0 – 2,000.00 (estimated for maintenance)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only assigned SWAT long rifle operators who have completed the required training shall be permitted to operate the rifle. Use is established by the SWAT Commander and/or Incident Commander.

HAND THROWN GAS

Type: *Flameless Oleoresin Capsicum (OC) Expulsion (Part # 2040)*

Quantity: Not to Exceed 36

Cost: $36.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: This canister's contents are expelled upon actuation of a CO2 cartridge that will affect a confined area consisting of approximately 1,500 square feet. The Flameless Expulsion Canister has a 1.5 second delay, followed by sub-munitions that mechanically activate a CO2 cartridge. The released CO2 pressure expels the powder through one or two (or both) ports on the side of the canister within seconds.

Manufacturer's Description: The Flameless Expulsion canister is designed for indoor use. This canister's contents are expelled upon actuation of a CO2 cartridge that will affect a confined area consisting of approximately 1,500 square feet. The Flameless Expulsion Canister has a 1.5 second delay, followed by sub-munitions that mechanically activate a CO2 cartridge. The released CO2 pressure expels the powder through one or two (or both) ports on the side of the canister within seconds. The Flameless Expulsion canister is extremely safe for indoor use. The extremely light powder from the agent will remain airborne for extended periods depending on the draft conditions. The Expulsion canister cannot be launched.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only officers who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Military Equipment

Fiscal Impact: $0 – 1,296.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Multi-Use CS Smoke (Part #1082)*

Quantity: Not to Exceed 60

Cost: $26.33 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: A high volume continuous burn canister that expels its payload in approximately 20 - 40 seconds.

Manufacturer's Description: Designed specifically for outdoor use in crowd control situations, the canister is a high volume continuous burn canister that expels its payload in approximately 20 - 40 seconds. It has slightly less chemical content than the Spede-HeatTM version, but differs mainly in size. The longer burn time may allow for throwback by individuals wearing burn protection such as a welder's mitt. The canisters may be protected from advancing individuals with the use of less lethal impact munitions. The device should be deployed utilizing wind advantage.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only officers who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 1,579.80 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Military Equipment

Type: *Stinger CS Rubber Balls (Part # 1088)*

Quantity: Not to Exceed 120

Cost: $45.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: The Stinger® CS Rubber Ball is a maximum effect device that delivers four stimuli for psychological and physiological effects: rubber pellets, light, sound, and CS. It has an initial 1.5 second delay that initiates fuze assembly separation, followed by another .5 second delay before the blast which is sufficient to project the rubber balls and chemical agent in a 50-foot radius.

Manufacturer's Description: The Stinger® canister is a combination Less Lethal Impact Munitions and Distraction Device® that may incorporate optional CS or OC laden powder, if desired. The Stinger® canister is a maximum effect device as it delivers up to four stimuli for psychological and physiological effect: rubber pellets, light, sound, and optional chemical agent or Oleoresin Capsicum (OC). The Stinger® canister has an initial 1.5 second delay that initiates fuze assembly separation, followed by another 0.5 second delay before the function of the device. The blast is sufficient to project the rubber balls and optional chemical agent in a 50-foot radius.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 5,400.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Triple Chaser Smoke (Part #1027)*

Quantity: Not to Exceed 30

Cost: $35.50 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This apparatus can be hand thrown or launched from a fired delivery system and is an effective way to quickly deploy a wide blanket of agent.

Manufacturer's Description: The Triple-Chaser® is a fast burning, medium volume canister. It is a pyrotechnic canister consisting of three (3) separate canisters pressed together with separating charges between each section. When deployed, this apparatus will separate into three (3) distinct sub-munitions spaced approximately 20 feet apart – allowing increased area coverage in a short period of time, from one deployment. Terrain and surface conditions can affect the distance of the separating sub-munitions.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 1,065.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Triple Chaser CS (Part #1027)*

Quantity: Not to Exceed 30

Cost: $47.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This apparatus can be hand thrown or launched from a fired delivery system and is an effective way to quickly deploy a wide blanket of agent.

Manufacturer's Description: The Triple-Chaser® is a fast burning, medium volume canister. It is a pyrotechnic canister consisting of three (3) separate canisters pressed together with separating charges between each section. When deployed, this apparatus

will separate into three (3) distinct sub-munitions spaced approximately 20 feet apart – allowing increased area coverage in a short period of time, from one deployment. Terrain and surface conditions can affect the distance of the separating sub-munitions.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 1,410.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Pocket Tactical CS (Part #1016)*

Quantity: Not to Exceed 120

Cost: $25.19 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: The Pocket Tactical is a small lightweight easily carried device that provides a medium volume of chemical agent or smoke for certain situations.

Manufacturer's Description: The Pocket Tactical is a quick burning, reduced volume, continuous discharge canister available in Oleoresin Capsicum (OC), CN, CS, and Saf-Smoke. Pelletized chemical agent or smoke is discharged through one (1) gas port located on the bottom of the canister. The Pocket Tactical is a small, lightweight, easily carried device that provides a medium volume of chemical agent or smoke for certain situations. It was designed with the tactical team in mind for distraction, concealment, rescue, or signaling. The pocket canister is not specifically intended as a crowd management device; however, it can be used in chemical configurations in conjunction with larger smoke canisters to "piggy back" chemical agents into a predominately smoke environment. This device should be deployed utilizing wind advantage. It should NOT be deployed onto rooftops, in crawl spaces, or indoors due to its fire-producing capability. Hand throw or launch.

Military Equipment

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 3,022.80 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Flameless Tri-Chamber CS (Part #1032*)

Quantity: Not to Exceed 24

Cost: $36.63 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: The design of the Tri-Chamber Flameless CS canister allows the contents to burn within an internal can and disperse the agent safely with reduced risk of fire. It is designed primarily for indoor tactical situations to detect and/or dislodge a barricaded subject. It can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects.

Manufacturer's Description: The Tri-Chamber Flameless canister is designed for indoor use. This canister's pyrotechnic contents are burned within an internal can that is one of three in this design. The internal combustion allows the chemical-laden smoke to be released through three (3) ports on the outer canister side while safely containing any of the fire-producing properties within the two internal canisters. The fuze is shrouded to further protect surrounding materials from the possibility of fire. The Tri-Chamber Flameless canister can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections, but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest

incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 879.12 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *Flameless Tri-Chamber Smoke (Part #1033)*

Quantity: Not to Exceed 24

Cost: $29.50 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: The Tri-Chamber Flameless canister can be used in crowd control as well as tactical deployment situations. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects.

Manufacturer's Description: The Tri-Chamber Flameless canister is designed for indoor use. This canister's pyrotechnic contents are burned within an internal can that is one of three in this design. The internal combustion allows the chemical-laden smoke to be released through three (3) ports on the outer canister side while safely containing any of the fire-producing properties within the two internal canisters. The fuze is shrouded to further protect surrounding materials from the possibility of fire.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 708.00 (estimated)

Military Equipment

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Type: *MK 46 Vertical 1st Defense (Part # 56746V)*

Quantity: Not to Exceed 11

Cost: $335.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: This will deliver 26 short bursts of Oleoresin Capsicum *(*OC) at an effective range of 25-30 ft.

Manufacturer's Description: The MK-46 features a trigger handle, is intended for use in crowd management and will deliver 26 short bursts of Oleoresin Capsicum *(*OC) at an effective range of 25-30 ft. This .7% MC OC aerosol product utilizes a stream delivery method providing a target-specific, strong concentrated stream for greater standoff. Non-flammable / Electronic Discharge Weapon (EDW) safe.

Purpose: To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for the use of the less-lethal weapon systems may include, but are not limited to self-destructive, dangerous, and/or combative individuals; civil unrest incidents; circumstances where a tactical advantage can be obtained; potentially vicious animals; and training exercises or approved demonstrations.

Authorized Uses: Only SWAT operators and members of the Mobile Field Force Team who have received POST certification in the use of chemical agents are authorized to use chemical agents.

Fiscal Impact: $0 – 3,685.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize chemical agents only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: SWAT operators and members of the Mobile Field Force Team utilizing chemical agent canisters are certified by POST less-lethal and chemical agent instructors.

Military Equipment

DIVERSIONARY DEVICES

Type: *Low Roll Distraction Device (Part #8922 – HH)*

Quantity: Not to Exceed 65

Cost: $46.00 each (estimated)

Lifespan: 5 years from date of manufacture

Capabilities: Diversionary Devices are capable of releasing large amounts of stored energy in the form of heat, light, pressure, and noise. They are intended to temporarily distract, confuse, and disorient subjects. They can also be used as "attention-getting" devices.

Manufacturer's Description: The 11-Gram Low Roll II® Non-Reloadable Distraction Device®, High Humidity utilizes an M201A1 type fuze with Hex design steel body. This compact version of the 8933 Low Roll Distraction Device body is the newest version of the first reusable non-bursting canisters that limits movement and rolling once deployed.

Purpose: A distraction device is ideal for distracting dangerous suspects during assaults, hostage rescue, room entry, or other high-risk arrest situations. It produces atmospheric overpressure and brilliant white light, and as a result, can cause short-term (6-8 seconds) physiological/psychological, sensory deprivation to give officers a tactical advantage.

Authorized Uses: Diversionary Devices shall only be used by SWAT operators who have been trained in their proper use; in hostage and barricaded suspect situations; in high-risk warrant (search/arrest) services where there may be extreme hazards to officers; during other high-risk situations where their use would enhance officer safety; and during training exercises.

Fiscal Impact: $0 – 2,990.00 (estimated)

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law, including those regarding the use of force.

Training: Prior to use, SWAT operators must attend divisionary device training that is conducted by POST-certified instructors.

MISCELLANEOUS EQUIPMENT

Type: *Battering Ram*

Quantity: 4

Cost: $330.00 each (estimated)

Lifespan: No expiration

Military Equipment

Capabilities: Can breech lightweight exterior and most interior doors.

Manufacturer's Description: The ram is a great way to breach most residential doors within one to two seconds, and forces open doors with as many as seven different bolts, locking systems, and chains. It has a wright forward design to maximize the impact from hips and shoulders. The reach through handle makes for easy one arm carry and keeps the breachers weapon hand free.

Purpose: Used when door-breaching speed is required for lightweight exterior and most interior doors.

Authorized Uses: Situations for use of the battering ram may include, but not limited to, breaching doors, windows, walls, and barricades to gain access to buildings and property.

Fiscal Impact: $0.00

Policy and Procedure: Lexipol Policy 404.5 Ram/Entry Tools

Training: Only assigned SWAT operators who have completed the required training shall be permitted to use battering ram. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Battery Operated Combination Tool by Ogura (Model #BC300X)*

Quantity: 1

Cost: $6,796.31 each (estimated)

Lifespan: No expiration

Capabilities: The tool can be used for spreading, cutting, crushing, and pulling various materials for breaching and forced-entry purposes.

Manufacturer's Description: The Combi-tool is the most portable, lightweight, and ergonomic battery powered breaching / rescue tool available. The Ogura is the only rescue tool manufactured that uses Makita brand batteries for ease of use for operators. The ergonomic design and easy controls make operation simple in difficult circumstances. The tool is constructed of a special alloy steel combined with an electro-hydraulic pump system, powerful enough to produce over 70,000 pounds of cutting force, 78,000 pounds of spreading force, and 13,000 pounds of squeezing force.

Purpose: To provide operators with the ability to force entry/breach through various materials with a single combination tool that is easily controlled with a handheld power drill.

Authorized Uses: Situations for use of the combination tool may include, but not limited to, breaching doors, windows, walls, and barricades to gain access to buildings and property.

Fiscal Impact: $0.00 after initial purchase of tool and/or spare batteries.

Policy and Procedure: Lexipol Policy 404.5 Ram/Entry Tools

Training: Only assigned SWAT operators who have completed the required training shall be permitted to use the combi-tool. Use is established by the SWAT Commander and/or Incident Commander.

Type: *LRAD (Model #100X)*

Quantity: 1

Cost: $20,183.00 (estimated)

Lifespan: Life of speaker

Capabilities: Can be used as a lightweight portable public announcement speaker during public events, large gatherings, and tactical situations when a marked patrol vehicle is not an option.

Manufacturer's Description: The LRAD – 100X is a self-contained, lightweight, and compact battery – powered hailer that communicates with great intelligibility up to 600 meters. The speaker emits acoustic sound pressure levels up to 140db that result in clear, intelligible communications and alert tones. The speaker is also capable of playing prerecorded messages and audio files stored in its MP3 player and broadcasting live speech through its handheld microphone. The speaker is completely waterproof with a rechargeable lithium iron phosphate battery.

Purpose: The LRAD 100X is a self-contained, handheld, portable communications device for on-scene and tactical communications. At 20 – 30 db louder than bullhorn megaphones, it easily overcomes vehicle, vessel, siren, and background noise to ensure messages / commands are clearly heard and understood. The speaker can be used during events such as parades, public events, riots, and tactical SWAT situations where announcements need to be made and patrol vehicles are not available or cannot enter a structure / area.

Authorized Uses: Situations for use of the speaker may include, but not limited to parades, public gatherings, riots, patrol / SWAT scenarios, and trainings.

Fiscal Impact: $0 – 200.00 after initial acquisition

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only SWAT operators or patrol officers who have completed the required operator training shall be permitted to use the speaker. Use is established by the SWAT Commander and/or Incident Commander.

Military Equipment

Type: *DJI Mini Drone Package (Model# DJIM3PRORCM)*

Quantity: 3

Cost: $1,173.00 each (estimated)

Lifespan: Life of drone

Capabilities: Drones have had a major impact of the areas of traffic crash reconstruction, reconnaissance/surveillance during SWAT or tactical operations, hostage situations, natural disasters, searches for lost persons, traffic pattern evaluations, parades, public gatherings, protests, riots, and numerous patrol-based situations. It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Manufacturer's Description: The DJI Mini 3 Drone sports a completely new look that is optimized to get more out of every flight. With larger propellers, an aerodynamic body tilt, and a powerful obstacle sensing system, the streamlined design allows for increased flight time and safety.

Purpose: The DJI Mini 3 Drone with FLIR is designed as a lighter, compact, and smaller drone capable of entering small spaces / openings to help accomplish the mission. The drone will be used during many events and provides an overwatch for officers and civilians. Utilizing a drone in these situations also provides greater safety to officers, suspects, and to the public.

Authorized Uses: Drones have had a major impact of the areas of traffic crash reconstruction, reconnaissance / surveillance during SWAT or tactical operations, hostage situations, searches for lost persons, traffic pattern evaluations, parades, public gatherings, protests, riots, and numerous patrol-based situations.

Fiscal Impact: $0 – 159.00 each with insurance plan after initial acquisition

Policy and Procedure: Lexipol Policy 606 Drones

Training: Only SWAT operators or patrol officers who have completed the required operator training shall be permitted to use the drones. Use is established by the SWAT Commander and/or Incident Commander.

Type: *DJI Mavic 3 Cine Drone Package (Model# DJIMAVIC3CCH)*

Quantity: 3

Cost: $5,093.00 each (estimated)

Lifespan: Life of drone

Military Equipment

Capabilities: Drones have had a major impact of the areas of traffic crash reconstruction, reconnaissance/surveillance during SWAT or tactical operations, hostage situations, natural disasters, searches for lost persons, traffic pattern evaluations, parades, public gatherings, protests, riots, and numerous patrol-based situations. It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Manufacturer's Description: Extended Flight Time**:** Execute every step, from flight route planning to composition and even record a timelapse video, all during a single flight. Compared with the previous generation, Mavic 3's wind resistance has improved by 35%. It also uses motors and propellers with higher energy efficiency along with a high-capacity battery that extends the flight time to 46 minutes.; Fly Farther, See More: O3+ not only gives Mavic 3 a 15km max transmission range, it also ensures higher transmission stability and less video lag, offering you greater peace of mind during flight; FHD High-Framerate Transmission with Visible Smoothness: Thanks to the updated O3+ transmission system, Mavic 3 is DJI's first-ever drone able to transmit a 1080p/60fps live feed. This means the camera view is displayed at specifications close to what the camera actually records. It also makes Mavic 3 more responsive to your control; Extreme-Precision Positioning: The high-precision positioning of Mavic 3 not only ensures clearer long-exposure shots, it also helps record smoother time-lapse videos. In short, it makes Mavic 3 more stable every time it hovers.

Purpose: The utilization of drones in law enforcement has become an essential key in many high-risk situations and public gatherings. The drone will be used during many events and provide overwatch for officers and civilians. Utilizing a drone in these situations also provides greater safety to officers, suspects, and to the public. The drone will safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Authorized Uses: Drones have had a major impact of the areas of traffic crash reconstruction, reconnaissance / surveillance during SWAT or tactical operations, hostage situations, searches for lost persons, traffic pattern evaluations, parades, public gatherings, protests, riots, and numerous patrol-based situations.

Fiscal Impact: $0 – 159 each with insurance plan after initial acquisition

Policy and Procedure: Lexipol Policy 606 Drones

Training: Only SWAT operators or patrol officers who have completed the required operator training shall be permitted to use the drones. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Aardvark Loki MK2 Drone and Drone Package (Model#: MK2)*

Quantity: 2

Cost: $23,575.37 each (estimated)

- If purchased by itself
    - $9,500.00
- If purchased in package set that includes one additional Loki MK2 Drone, batteries, charger, hub, propellers, pouch for drone / batteries, and one Sigyn robot.
    - $23,575.37
- Purchasing two drones and one robot separately would cost approximately $35,590.45. If you buy the package set, it will save approximately $12,015.08.

Lifespan: Life of drone

Capabilities: This model is built for close quarter indoor tactical scouting missions. Loki MK2 features highly sensitive Day-Night + IR sensor camera giving it the ability to fly and see in complete darkness.

Manufacturer's Description: Designed and built-in conjunction with several of the world's top counter terrorism teams, LOKI Mk2 solves all problems associated with the tactical use of commercial UAS. Built for close-quarter, under-roof, tactical scouting missions.

Purpose: The utilization of drones in law enforcement has become an essential key in many high-risk situations and public gatherings. The drone will be used during many events and provide overwatch for officers and civilians. Utilizing a drone in these situations also provides greater safety to officers, suspects, and to the public. The drone will safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Authorized Uses: Drones have had a major impact of the areas of traffic crash reconstruction, reconnaissance / surveillance during SWAT or tactical operations, hostage situations, searches for lost persons, traffic pattern evaluations, parades, public gatherings, protests, riots, and numerous patrol-based situations.

Fiscal Impact: $0 – 159 each with insurance plan after initial acquisition

Policy and Procedure: Lexipol Policy 606 Drones

Training: Only SWAT operators or patrol officers who have completed the required operator training shall be permitted to use the drones. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Aardvark Sigyn Robot (Model# MK1)*

Quantity: 1

Cost: $14,980.00 each (estimated)

Lifespan: Life of robot

Military Equipment

Capabilities: It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Manufacturer's Description: Built in conjunction with the world's top counterterrorism teams, SIGYN is a 4-wheeled micro robot with the ability to operate almost silently, in complete darkness, and in a GPS, WiFi, and cellular denied environment. Featuring multiple IR LEDs and dual day-night cameras with a 150-degree view, SIGYN provides a clear view in virtually any lighting conditions.

Purpose: It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Authorized Uses: This robot will be used during SWAT and tactical situations, hostage rescue scenarios, reconnaissance / surveillance, natural disasters, searches for lost persons, barricaded suspects, and armed / dangerous suspects.

Fiscal Impact: $0 – 500 (estimated) after initial acquisition

Policy and Procedure: Lexipol Policy 404.5 Robots

Training: Only SWAT operators who have completed the required operator training shall be permitted to use the robot. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Transcend Robot (Model# VR026) with Hot Gas Delivery System*

Quantity: 1

Cost: $56,778.75 each (estimated)

Lifespan: Life of robot

Capabilities: It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel. It can also deploy highly effective hot pyro OC/CS gas deep within a structure.

Manufacturer's Description: Vantage Robot comes with everything you need. Transcend's Vantage robot is the only automatic stair and obstacle climbing robot compatible with our safe indoor Hot Gas Delivery System. Our robots do the stair and obstacle climbing for you based on double patented mobility technology. Up to 600 ft. non-line-of-sight or 2,500 line-of-sight communication signal. Full camera suite, two-way audio, and option to deploy pyro hot gas indoors safely.

Purpose: It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Military Equipment

Authorized Uses: This robot will be used during SWAT and tactical situations, hostage rescue scenarios, reconnaissance / surveillance, natural disasters, searches for lost persons, barricaded suspects, and armed / dangerous suspects.

Fiscal Impact: $0 – 500.00 (estimated) after initial acquisition

Policy and Procedure: Lexipol Policy 404.5 Robots

Training: Only SWAT operators who have completed the required operator training shall be permitted to use the robot. Use is established by the SWAT Commander and/or Incident Commander.

Type: *Throw Bot (Model# Sky Hero Sigyn MK1)*

Quantity: 2

Cost: $8,000.00 each (estimated)

Lifespan: Life of robot

Capabilities: Pocket sized, lightweight throwable ground robot, purpose-built to collect and transmit real-time audio/video intelligence with extreme ease of use.

Manufacturer's Description: The Sigyn MkI is a rugged, simple-to-use, throwable ground device designed to deliver support for indoor operations in difficult to access and hazardous places. Designed and made in Europe with top in-class materials, this little robot will sustain heavy use and deliver reliable Audio/Video situational awareness. Our Odyssy compatible sUGV provides the operator with front and back wide angle low light cameras, eight controllable IR LEDs and payload connection system as to execute complex tactical mission from a safe stand-off distance, in any light conditions.

Purpose: It can safely provide eyes into a location or on a suspect which would otherwise be dangerous to law enforcement personnel.

Authorized Uses: This robot will be used during SWAT and tactical situations, hostage rescue scenarios, reconnaissance / surveillance, natural disasters, searches for lost persons, barricaded suspects, and armed / dangerous suspects.

Fiscal Impact: $0 – 159.00 (estimated) with insurance after initial acquisition

Policy and Procedure: It is the policy of the Gardena Police Department to utilize this equipment only for official law enforcement purposes and pursuant to State and Federal law.

Training: Only SWAT operators who have completed the required operator training shall be permitted to use the robot. Use is established by the SWAT Commander and/or Incident Commander.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 8.J
Section: CONSENT CALENDAR
Meeting Date: May 27, 2025

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

AGENDA TITLE: Approve Agreement with the Los Angeles County Metropolitan Transportation Authority for Measure R 20% Bus Operations Funding Program
CONTACT: TRANSPORTATION

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
The voters of California passed Measure R on November 4, 2008 establishing a one-half percent sales tax for better public transportation and quality of life purposes. Each year, the Los Angeles County Metropolitan Transportation Authority (Metro) includes in its annual budget process an allocation of Measure R 20% Bus Operation Funds to the included and eligible Los Angeles County municipal bus operators through the established Formula Allocation Procedure (FAP).

The funding agreement provides for an annual disbursement of funds to GTrans over a ten year period, July 1, 2025 through June 30, 2035. Each year, GTrans is required to submit an invoice and related documentation to Metro in order to receive the allocation. GTrans uses these funds to support the operations of its transit services.

Therefore, it is recommended that Council approve the agreement with the Los Angeles County Metropolitan Transportation Authority (Metro) for Measure R 20% Bus Operation Funds Program.

FINANCIAL IMPACT/COST:
For FY26, GTrans is eligible to receive $2,646,251 in Measure R 20% Discretionary Funds for use in support of transit operations. There is no impact to General Fund.

ATTACHMENTS:
Measure R 20% -MOU MEASRGAR_FY26-FY35.pdf

APPROVED:

_____

Clint Osorio, City Manager

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MOU# MEASR26GAR

MEMORANDUM OF UNDERSTANDING
TO ALLOCATE
MEASURE R 20% BUS OPERATION FUNDS

This Memorandum of Understanding ("MOU") is entered into as of July 1, 2025, by and between the Los Angeles County Metropolitan Transportation Authority ("LACMTA") and City of Gardena ("GRANTEE").

WHEREAS, on November 4, 2008, the voters of the County of Los Angeles approved Measure R, an ordinance establishing a one-half percent sales tax (the "FUNDS") for better public transportation and quality of life purposes; and

WHEREAS, the LACMTA, is the agency responsible for administering the tax; and

WHEREAS, LACMTA and GRANTEE desire to agree to the terms and conditions of the grant of FUNDS from the Measure R 20% Bus Operation Program ("Program").

NOW THEREFORE, in consideration of the mutual term and conditions contained herein, LACMTA and GRANTEE hereby agree as follows:

ARTICLE 1 - TERM

1.1. This MOU will be in effect from July 1, 2025, through June 30, 2035, unless terminated earlier as provided herein.

ARTICLE 2 – ALLOCATION OF MEASURE R FUNDS AND INVOICE PROCEDURE

2.1. Each fiscal year, to the extent the FUNDS are available, LACMTA staff, in coordination with the Eligible/Included Operators, will develop funding marks for the Program to be funded that fiscal year (the "Annual Funding Marks"). The Annual Funding Marks will describe GRANTEE's share of the FUNDS for the Program that fiscal year. GRANTEE shall have the opportunity to review and comment on the applicable Annual Funding Marks prior to LACMTA staff submitting the Annual Funding Marks to the LACMTA Board for approval.

2.2. For each fiscal year covered by this MOU, GRANTEE hereby directs LACMTA to allocate to GRANTEE its share of the Program FUNDS pursuant to the applicable Annual Funding Marks for that fiscal year as approved by the MTA Board. If LACMTA staff, in coordination with the Eligible/Included Operators, develops a mid-year reallocation of any Annual Funding Marks for the Program that is approved by the LACMTA Board, GRANTEE hereby directs and authorizes LACMTA to make such mid-year adjustments to its Annual Funding Marks, as approved by the LACMTA Board, if applicable.

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2.3. Each fiscal year, GRANTEE shall send LACMTA one invoice for an amount intended to be used during the year consistent with the amount shown on the applicable Annual Funding Marks. LACMTA shall not be obligated to forward the Program FUNDS to GRANTEE until it receives an invoice, and the annual Improvement Plan as described in the GUIDELINES as defined in Section 3.1 below. LACMTA shall make payments to GRANTEE in equal 1/12 portion of GRANTEE's annual allocation on a monthly basis, unless otherwise agreed to in writing by the parties. Program FUNDS may be reserved or carried over in accordance with Article 3.3.

ARTICLE 3 - USE OF FUNDS

3.1. GRANTEE shall utilize the Program FUNDS in accordance with the LACMTA Measure R 20% Bus Operations Guidelines (the "GUIDELINES") and the annual Improvement Plan.

3.2. GRANTEE shall not use the Program FUNDS to substitute for any other funds, service, or project except as otherwise specifically provided for herein or in the GUIDELINES.

3.3. GRANTEE may use, reserve or carry-over its allocation to the next fiscal year; however the Program FUNDS will be held by LACMTA until requested by the GRANTEE. Program FUNDS will retain their original year of allocation for the purpose of applying the lapsing requirement set forth in the GUIDELINES.

ARTICLE 4 – AUDIT AND REPORTING REQUIREMENTS

4.1. Grantee shall meet its audit obligations set forth in the GUIDELINES. Each fiscal year, LACMTA or its designee shall have the right to conduct its own financial and compliance audit(s) of the Program. GRANTEE agrees to establish and maintain proper accounting procedures and cash management records and documents in accordance with conditions defined by this MOU. GRANTEE shall maintain financial records for three (3) years after the end of the fiscal year within which the Program FUNDS were dispersed. LACMTA may audit as provided herein up to three years after the end of the fiscal year within which the Program FUNDS were dispersed. If the audit indicates that GRANTEE did not expend all the FUNDS received during the fiscal year, such unexpended FUNDS must be returned to LACMTA within 60 days of the completion of the financial and compliance audit(s). Such unexpended FUNDS will be treated as carryover FUNDS and held by LACMTA on behalf of GRANTEE for a period of two years. LACMTA will work with the GRANTEE to address any carry-over fund balance.

4.2. GRANTEE shall comply with all Federal National Transit Database reporting requirements and shall annually submit a completed copy of said report to LACMTA.

4.3. By January 31st of each year, the GRANTEE shall submit to the LACMTA a completed TPM form.

4.4. By December 31st of each year, the GRANTEE shall submit to the LACMTA an annual financial audit report which identifies the use of the Program FUNDS for transit operations

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purposes as outlined in the GUIDELINES.

4.5 GRANTEE will provide an annual report to LACMTA describing how uses of the Program FUNDS are contributing to accomplishing the Program objectives. LACMTA will compile GRANTEE's annual report into a regional annual Measure R 20% Program update for the LACMTA Board. The Program FUNDS may be used to supplement existing state, federal and local transit funds in order to maintain the provision of the existing transit services in the the event of a current or projected funding shortfall.

ARTICLE 5 - MISCELLANEOUS

5.1. Each grant given pursuant to an Annual Funding Mark shall be subject to the terms and conditions agreed to herein and in the GUIDELINES. Notwithstanding the term of this MOU, each grant does not imply nor obligate any future funding commitment on the part of the LACMTA.

5.2. GRANTEE understands and agrees that in programming the Program FUNDS and entering into this MOU, LACMTA is acting pursuant to its statutory authority and shall have no liability in connection with the use of these Program FUNDS for public transit purposes. GRANTEE shall fully indemnify, defend and hold the LACMTA, its directors, officers, employees and agents 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 environmental obligation, legal fees and any claims for damages of any nature whatsoever arising out of (i) breach of GRANTEE's obligations under this MOU; (ii) use of the Program FUNDS by GRANTEE or its officers, agents, employees or subcontractors; (iii) any act or omission of the GRANTEE or its officers, agents, employees or subcontractors in the performance and/or provision of the services funded under the Program.

5.3. GRANTEE agrees to comply with all applicable local, state and federal laws and regulations in the provision of public transit services and any services funded under the Program. Grantee shall comply with the GUIDELINES.

5.4. The LACMTA reserves the right to terminate this MOU and withhold the Program FUNDS if it is determined that the GRANTEE has not complied with all the terms and conditions contained herein or in the GUIDELINES. Any withholding of Program FUNDS or termination of the MOU is subject to the 2/3 vote of LACMTA Board.

5.5. No amendment or modification to this MOU shall be binding upon either party unless such amendment or modification is in writing duly executed by both parties. This MOU shall not be amended or modified by any acts or conduct of the parties.

5.6. GRANTEE is not a contractor, agent or employee of the LACMTA. GRANTEE shall not represent itself as a contractor, agent or employee of the LACMTA and shall have no power to bind the LACMTA in contract or otherwise.

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5.7. This MOU constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be duly executed as of the dates below with all the formalities required by law.

CITY OF GARDENA

BY:_____
Tasha Cerda
Mayor

Date:_____

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

BY:_____
Stephanie N. Wiggins
Chief Executive Officer

Date:_____

APPROVED AS TO FORM:

Carmen Vasquez
City Attorney

By:_____

Date: 5/20/2025

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By:_____

Digitally signed by: 4dd8a4b6-a104-429a-9907-9b6d6de7c696
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Date: 5/14/2025

ATTEST:

By:_____
Mina Semenza
City Clerk

Date:_____

CITY OF GARDENA

NOTICE OF CANCELLATION

PLANNING & ENVIRONMENTAL QUALITY COMMISSION

NOTICE IS HEREBY GIVEN that the regular meeting of the Planning & Environmental Quality Commission scheduled for Tuesday, May 20, 2025, has been cancelled.

The next regularly scheduled meeting will be held on June 3, 2025, at 7:00 p.m. in the Council Chamber at City Hall, 1700 West 162nd Street, Gardena, CA 90247.

Dated this 18th day of May 2025.

/s/ MINA SEMENZA
City Clerk

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 12.A
Section: DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES
Meeting Date: May 27, 2025

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

AGENDA TITLE: Presentation of the City of Gardena's Proposed Amended Budget for Fiscal Year 2025-2026

COUNCIL ACTION REQUIRED:
Staff Recommendation: Receive and File

RECOMMENDATION AND STAFF SUMMARY:
Presented for the City Council consideration is the Proposed Amended Budget for Fiscal Year 2025-2026. This proposed amended budget is the second fiscal year of the originally adopted biennial budget in June 2024. This proposed amended budget includes the General Fund, Enterprise Funds, Special Revenue Funds and all Other Fund Types.

This proposed amended budget is being presented to the City Council, and it is available for public review and comment until the June 24, 2025 City Council meeting. It is available on the City's website at www.cityofgardena.org/city-budget/ and a hard copy is available at the counter in the City Clerk's Office.

The City will conduct a Community Budget Forum to discuss this proposed amended budget on Wednesday, June 18th at 6pm at the Nakaoka Community Center.

The final draft of the proposed amended budget will be presented to the City Council for adoption at the June 24, 2025 City Council meeting.

FINANCIAL IMPACT/COST:

Fund Types	Proposed Amended Revenue Budget Fiscal Year 2025-2026	Proposed Amended Expenditure Budget Fiscal Year 2025-2026
General Fund	$87,404,784	$87,331,738
Capital Improvement Fund	$67,755,288	$68,055,288
Special Revenue Funds	$51,335,418	$78,547,541
Enterprise Fund - GTrans	$45,218,369	$45,218,369
Enterprise Fund - Sewer	$2,612,500	$6,925,056
Internal Service Funds	$17,701,027	$19,134,778
Debt Service Funds	$8,617,853	$15,180,187

Total Proposed Amended Budget Fiscal Year 2025-2026	**$280,645,239**	**$320,392,957**

ATTACHMENTS:

Proposed Amended Budget FY 2025-2026.pdf

APPROVED:

Clint Osorio, City Manager

CITY OF GARDENA

Proposed Amended Budget

Fiscal Year 2025-2026

www.cityofgardena.org

CITY OF GARDENA
PROPOSED AMENDED BUDGET FISCAL YEAR 2025/2026
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CITY OF GARDENA
PROPOSED AMENDED BUDGET FISCAL YEAR 2025/2026
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CITY MANAGER'S

BUDGET MESSAGE

PROPOSED AMENDED BUDGET

FY 2025/2026

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

MINA SEMENZA, *City Clerk*
GUY MATO, *City Treasurer*
CLINT D. OSORIO, *City Manager*
CARMEN VASQUEZ, *City Attorney*

CITY MANAGER'S BUDGET MESSAGE

PROPOSED AMENDED BUDGET – FISCAL YEAR 2025/2026

HONORABLE MAYOR AND CITY COUNCIL:

Presented for the City Council consideration is the proposed amended budget for Fiscal Year 2025/2026. This is the second fiscal year of the originally adopted biennial budget. I am proud to present a budget that continues our organization's longstanding tradition of excellence, innovation, and strategic planning. This proposed budget is balanced, forward-looking and a clear reaffirmation of our City's values and priorities.

For the proposed amended budget, we are set to allocate $68.1 million for the Capital Improvement Program (CIP), of which $40.9 million budgeted for various streets, sewer and stormwater infrastructure improvements. This proposed amended budget reflects our commitment to growth, community enhancement, and fiscal responsibility.

Future City Facilities: The Community Aquatics and Senior Center is scheduled to be completed in 2025. This facility is not just a structure; this is a beacon of progress, designed to serve our community's evolving needs.

Public Safety & Community Programs: Central to our budget are the public safety and community programs that touch the lives of our citizens every day. From recreational services to educational initiatives, we have allocated funds that will enrich our community's social fabric and provide safety support services where it is most needed.

The proposed amended budget for Fiscal Year 2025/2026 has the largest proposed all funds expenditure budget in the City's history of $320.4 million, which includes $87.3 million budgeted General Fund, $45.2 million budgeted for the City's GTrans Enterprise Fund, $78.5 million budget for the City's Special Revenue funds, $19.1 million in Internal Service Funds, $15.2 million in Debt Service Funds, $6.9 million in Sewer Fund, and $68.1 million in Capital Improvement Program budget.

As mentioned above, this proposed amended Capital Improvement Program (CIP) budget ensures that the City will maintain one of the best streets Pavement Condition Index (PCI) in California. In addition, the City continues to make significant capital investments with $27.1 million budgeted for parks and facility projects, including $8 million to complete the Gardena Community Aquatics & Senior Center project.

FISCAL YEAR 2025/2026 PROPOSED AMENDED BUDGET:

Staff developed this proposed amended budget for Fiscal Year 2025/2026 starting in February this year. This is the second year of the original biennial adopted budget in June 2024. Placing a multi-year budget in place was intended to provide our community with fiscal security during rapidly changing political, social and economic periods. We remain committed to long-term fiscal sustainability by carefully preserving our organizational strength and proactively identifying opportunities to diversify and expand our revenue sources. As our community continues to grow and thrive, it is essential that we strategically allocate resources to support its development. Prioritizing both immediate needs and long-term investment will be key to our success. I am confident that this approach will enable us to navigate challenges effectively and improve the City's long-term financial position.

The total City budget consists of General Fund revenues, Special Revenue Funds such as grant funds, and Enterprise Funds for the Transportation Department and City Sewer Maintenance Program. Only General Fund revenue is at the full discretion of the City Council for spending appropriations. All other revenues are otherwise restricted because of the funding sources. Budgeted expenditures are based upon an analysis of past expenditures in conjunction with revenue forecasts based on current economic conditions. For the proposed budget, the General Fund will be structurally balanced with a surplus of $73,046. Special Revenue Funds, however, are budgeted based on all available funds which includes the total of projected new revenue for the fiscal year and any carry-over funds which have already been received but have not yet been spent. Special Revenue Funds are structurally balanced including carry-over funds from the prior fiscal years.

The proposed amended budget shows a surplus with a General Fund revenue budgeted for Fiscal Year 2025/2026 at $87,404,784, and expenditures at $87,331,738, for a net surplus of $73,046, on June 30, 2026. Fiscal Year 2025/2026 total revenues for all funds, including transfers, are $280,645,239, with expenditures, including transfer out, at $320,392,957. The difference represents the use of fund balance in Special Revenue Funds.

FISCAL YEAR 2025/2026 GENERAL FUND PROPOSED AMENDED BUDGET:

For the proposed amended General Fund revenue budget, sales tax revenue is projected to fall $1.25 million compared to the originally adopted budget. This decline is primarily attributed to the prevailing economic conditions combined with tariffs, which have led to reduced consumer spending. The table below presents the adjustments made to the originally adopted budget.

GENERAL FUND PROPOSED AMENDED BUDGET FISCAL YEAR 2025/2026

Revenue Sources	Originally Adopted Fiscal Year 2025-2026	Proposed Amended Fiscal Year 2025-2026	Change in $
Sales and Use Tax	$ 29,229,496	$ 27,973,537	$ (1,255,959.00)
Property Tax	11,026,232	11,176,231	149,999
Vehicle License Fees	9,352,922	9,352,922	-
Card Club Gross Revenue Fees	9,166,202	9,166,202	-
Utility Users Tax	6,897,442	7,167,001	269,559
Business License Tax	3,213,000	3,013,000	(200,000)
Franchise and Other Taxes	5,386,539	5,637,716	251,177
License and Permits	2,127,013	2,127,013	-
Fines and Forfeitures	901,250	861,128	(40,122)
Investment Income	730,000	880,000	150,000
Intergovernmental	558,775	558,775	-
Current Service Charge	2,940,906	2,940,907	-
Other Revenue	512,036	512,036	-
Transfer In	3,889,000	2,953,259	(935,741)
Charges to Other Funds	3,078,336	3,085,057	6,721
TOTAL REVENUES	**$ 89,009,149**	**$ 87,404,784**	**$ (1,604,366)**

Department Expenditures	Adopted Fiscal Year 2025-2026	Proposed Amended Fiscal Year 2025-2026	Change in $
Police	$ 38,323,176	$ 38,433,565	$ 110,389
Public Works	7,692,514	7,557,665	(134,849)
Recreation & Human Services	6,985,433	6,740,163	(245,270)
Community Development	3,564,934	3,615,115	50,181
Administrative Services	3,485,722	3,445,815	(39,907)
Elected and City Manager Offices	2,895,320	2,895,660	-
Non-Departmental including Fire and RCC	16,465,547	16,536,348	70,801
Transfers Out	9,476,933	8,107,407	(1,369,526)
TOTAL EXPENDITURES	**$ 88,889,579**	**$ 87,331,738**	**$ (1,557,841)**
REVENUES OVER EXPENDITURES	**$ 119,570**	**$ 73,046**	**$ (46,524)**

COUNCIL POLICY DIRECTION

The City Council's focus and commitment to our community, in conjunction with the efforts of management and staff, resulted in the following:

- Proposed Amended CIP Budget for FY 2025/2026 is $68.1 million
  - $8 million for the Gardena Community Aquatics & Senior Center project
  - $8.8 million for Mas Fukai Park Improvement project
  - $10.3 million in community facility improvements and upgrades
  - $34.8 million in street & pedestrian improvement projects to maintain the best streets in California
  - $6.1 million in storm drain & sewer improvement projects

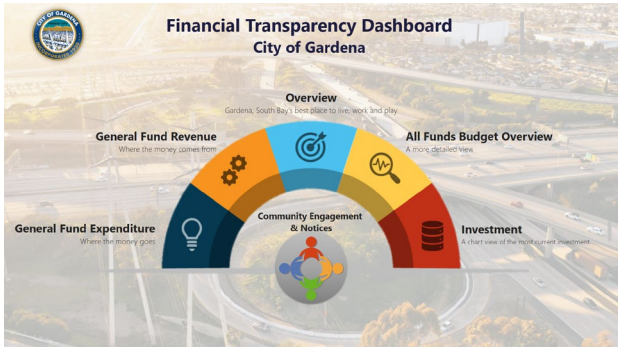
- Proposed Amended General Fund Budget FY 2025/2026 is $87.3 million with a surplus of $73,046
  - Included $1.1 million for the Aquatic & Senior Center operation and expanded senior programs

- The City continues in its efforts of transparency. See QR codes below to access the Financial Transparency Dashboard and the proposed budget document.

ACCESS THE ADOPTED BUDGET HERE:

SCAN ME

ACCESS THE FINANCIAL DASHBOARD HERE:



SCAN ME

IN CONCLUSION:

The Fiscal Year 2025/2026 proposed amended budget has been developed to strike a thoughtful balance between the short-term and long-term. What I hope to accomplish with this budget is to provide the Council with a comprehensive framework with which to make decisions. Decisions that are being made now will help maintain sustainability that will serve Gardena well in the future.

I would like to acknowledge Department Heads, Budget Coordinators, and the Administrative Services Budget Team, under the direction of Ray Beeman, Director of Administrative Services, who worked as a cohesive team to complete our annual proposed amended budget. I also want to thank the leaders of the Gardena Police Officers Association (GPOA), the Gardena Management Employees Organization (GMEO), and the Gardena Municipal Employees Association (GMEA), who are an important part of the team, as they faithfully represent the interests of their membership and work with City management for the benefit of this community.

Respectfully submitted,

CLINT D. OSORIO, MPA
City Manager

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Gardena
California

For the Biennium Beginning

July 01, 2024

Christopher P. Morrill

Executive Director

HIGHER QUALITY OF LIFE

…ACHIEVED BY CONSISTENT & CONTINUOUS IMPROVEMENT

OUR MISSION

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

OUR VISION

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

OUR DUTY

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

ORGANIZATIONAL VALUES

- **Fiscal Accountability & Sustainability**
- **Workforce Excellence**
- **Community Involvement**

COMMUNITY VALUES

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

GENERAL INFORMATION

CITY OF GARDENA ORGANIZATION CHART

CITIZENS OF GARDENA

Elected City Clerk
Elections & Public Records

Elected & City Manager's Offices
Elected Mayor
Elected City Council

Elected City Treasurer
Public Funds & Investments

Appointed City Manager
Organization Administration
Policy Development/Implementation
Strategic Planning
Citizen, Business, Agency Relations
Intergovernmental Relations

City Attorney
(Contracted)

Fire Services
(Contracted) - LA County Consolidated Fire Protection District

Appointed Commissions & Boards

Rent Mediation Board
Gardena Beautification Commission

Administrative Services
Fiscal Resources
Technology Resources
Risk Management
Investments
Purchasing
Human Resources

Community Development
Permits & Licensing
Building & Planning
Business License Enforcement
Animal Control & Code Enforcement
Economic Development

Planning & Environmental Quality Commission
Gardena Economic Business Advisory Commission

Police
Police Administration
Police Operations
Police Support Services
Transit Security
Public Safety & Information
Emergency Preparedness
Parking Enforcement
GJJIP

GTrans
Transit Administration
Transportation Operations
On-Demand
Transit Equipment & Facilities

Recreation & Human Services
Program & Facility Administration
Recreation & Leisure Services
Sports Leagues
Special Events
Youth, Family & Senior Services

Human Services Commission
Recreation & Parks Commission
Senior Citizens Commission
Youth Commission

Public Works
Parks & Grounds Maintenance
Tree Trimming (Citywide)
City Facilities Maintenance
Streets & Traffic Signals/Signs
Sanitation, Recycling, Sewers
Engineering & Capital Projects
Equipment Maintenance

CITY OFFICIALS

MAYOR AND CITY COUNCIL

Tasha Cerda, Mayor
Occupation: Insurance Agent
Elected: City Clerk – March 2009
Appointed: Councilmember – September 2009
To fill unexpired term due to resignation of Councilmember
Elected: Councilmember – March 2011
Elected: Councilmember – March 2013
Elected: Mayor – March 2017
Elected: Mayor – June 2022
Current Term Expires: June 2026

Rodney G. Tanaka, Mayor Pro Tem
Occupation: Retired Police Lieutenant/Licensed Pastor
Elected: Councilmember – March 2017
Elected: Councilmember – June 2022
Current Term Expires: June 2026

Mark E. Henderson, Councilmember
Occupation: Administrator
Elected: Councilmember – March 2015
Elected: Councilmember – March 2020
Elected: Councilmember – March 2024
Current Term Expires: March 2028

Paulette C. Francis, Councilmember
Occupation: Teacher
Elected: Councilmember – March 2020
Elected: Councilmember – March 2024
Current Term Expires: March 2028

Wanda Love, Councilmember
Occupation: Chamber Director/Business Owner
Elected: Councilmember – June 2022
Current Term Expires: June 2026

CITY CLERK AND CITY TREASURER

Mina Semenza, City Clerk
Occupation: Real Estate
Elected: City Clerk – March 2013
Elected: City Clerk – March 2017
Elected: City Clerk – June 2022
Current Term Expires: June 2026

Guy H. Mato, City Treasurer
Occupation: Businessman
Elected: City Treasurer – June 2022
Current Term Expires: June 2026

APPOINTED OFFICIALS

Clint D. Osorio, City Manager
Appointed City Manager in December 2019

Carmen Vasquez, City Attorney
Appointed as Contract City Attorney in January 2020

Lisa Kranitz, Assistant City Attorney
Appointed as Contract Assistant City Attorney in February 2009

Rosemary Koo, Assistant City Attorney
Appointed as Contract Assistant City Attorney in March 2025

EXECUTIVE STAFF – (All Appointed)

Michael Saffell, Chief of Police
Ernie Crespo, Deputy City Manager/Director of Transportation
Ray Beeman, Director of Administrative Services
Greg Tsujiuchi, Director of Community Development
Allan Rigg, Director of Public Works
Stephany Santin, Director of Recreation & Human Services
Brian Kane, Los Angeles County Assistant Fire Chief

DIRECTORY

City of Gardena
1700 West 162nd Street
Gardena, CA 90247-3778
***Telephone*: (310) 217-9500 *Fax*: (310) 217-6119 *Website*: www.cityofgardena.org**

ELECTED & CITY MANAGER'S OFFICES

Mayor
Tasha Cerda (310) 217-9507

Mayor Pro Tem
Rodney G. Tanaka (310) 217-9507

Councilmembers
Mark E. Henderson (310) 217-9507
Paulette C. Francis (310) 217-9507
Wanda Love (310) 217-9507

City Clerk's / City Treasurer's Office
City Clerk
Mina Semenza (310) 217-9565
Deputy City Clerk
Becky Romero (310) 217-9566
City Treasurer
Guy H. Mato (310) 217-9664
Deputy City Treasurer
Vacant (310) 217-9693

City Manager's Office
City Manager
Clint D. Osorio (310) 217-9503
City Attorney
Carmen Vasquez (310) 217-9544
Assistant City Attorney
Lisa Kranitz
Rosemary Koo

ADMINISTRATIVE SERVICES
Director
Ray Beeman (310) 217-9502

COMMUNITY DEVELOPMENT
Director
Greg Tsujiuchi (310) 217-9526

GTRANS
Deputy City Manager/Director
Ernie Crespo (310) 965-8888

POLICE DEPARTMENT
Chief of Police
Michael Saffell (310) 217-9601

PUBLIC WORKS
Director
Allan Rigg (310) 217-9570

RECREATION & HUMAN SERVICES
Director
Stephany Santin (310) 217-9537

LA County Fire Department
Assistant Fire Chief
Brian Kane (310) 329-3315
Gardena Station 162nd Street
Gardena Station 135th Street

For comments or questions regarding this publication, please contact the Administrative Services Department at (310) 217-9516

BUDGET GOAL

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

BUDGET TEAM

CITY MANAGER – CLINT D. OSORIO

DIRECTOR OF ADMINISTRATIVE SERVICES DIRECTOR – RAY BEEMAN

Budget Managers – Khoi Quach, Danny Rodriguez, Yurina Kim, Diana Rodriguez

BUDGET COORDINATORS

Capital Improvement Projects – Allan Rigg, Kevin Kwak

Community Development – Greg Tsujiuchi, Jackie Choi, Georgina Placido

Elected and City Manager's Offices - Alejandra Orozco**,** Becky Romero, Katherine Rhee, Tiffany Alcaraz, Anahi Corte

GTrans - Ernie Crespo, Dana Pynn, Jennifer Abro, Charles Santos

Police – Todd Fox, Matthew Hassoldt, Mayra Maciel

Public Works – Allan Rigg, Kevin Kwak, Kevin Thomas, Kim Nolan, Hong Lee

Recreation & Human Services - Nikki Sweeney, Nicola Howard, Christina Weldin, Adrianna Renteria

BUDGET PROCESS

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

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

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

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

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

1. Establishing budgetary and fiscal policies that address current needs and set the foundation for future decisions.
2. Adopting a structurally balanced budget with realistic annual revenue projections and expenditures below revenue projections.
3. Pursuing grant and other special funds to augment City services in specific program areas.
4. Building adequate reserve funds to meet the City's current and future obligations.
5. Creating public-private partnerships with mutual economic and service benefit.
6. Setting charges and users fees to recover City costs for providing services as much as possible but without overburdening citizens, businesses, and property owners.
7. Replacing or upgrading vehicles and other capital equipment based on comparative cost of required maintenance for safety and performance efficiency.
8. Implementing efficiencies in service delivery and departmental operations that improve customer service and the quality of life in the community.
9. Enhancing employee skills and compensation to attract and maintain the best qualified staff and highest level of public service possible.
10. Providing superior public safety including community-based policing to reduce crime.
11. Providing community service programs that meet a variety of interests and needs.
12. Improving the public image and physical appearance of the City with proper maintenance of public rights-of-way and code enforcement of private properties.

BUDGET ROLES AND RESPONSIBLITIES

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

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

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

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

City Manager is responsible for:

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

Director of Administrative Services is responsible for:

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

OVERVIEW OF CITY BUDGET PROCESS

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

Each department head is required to select a responsible individual in the department to be the Budget Coordinator. Following the budget kickoff by the City Manager and Director of Administrative Services, all correspondence and meetings are conducted with the departments' Budget Coordinators and the Finance Budget Team.

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

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

1. **Proposed Work Plan:** Department and program narratives, major accomplishments for fiscal year ending, major goals and objectives for the new fiscal year, workload/performance indicators and projected revenues/cost recovery from department programs.

2. **Proposed Staffing Plan:** Departmental organization chart, personnel worksheets (benefits calculations), personnel schedules, staffing levels, and personnel by program activity.

3. **Proposed Spending Plan:** Department line-item worksheets, expenditure request worksheets, justification statements (if required), computer repair and replacement fund summary and capital expenditures one-year request and justification statement.

4. **Revenue Projections:** Department revenues based on the fees collected as part of the department's operation. Emphasis

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

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

Capital Outlay Requests: Capital requests are submitted separately with priority given to the replacement of aging and outdated equipment. With the establishment of the "Technology" fund in 2002 to protect the City's investment in technology by ensuring funds to properly maintain and replace equipment when needed. This is funded through departmental contributions based on a usage formula.

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

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

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

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

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

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

BUDGET CALENDAR - FISCAL YEAR 2025-2026 PROPOSED AMENDED BUDGET

February 7, 2025	Distribution of the budget packets to all departments
March 7, 2025	Department supplemental requests due to Finance for review. New grants or revenue sources due to Finance.
Week of March 17, 2025	During this period, Finance staff will review the supplemental requests with each department, developing a plan of action for the FY 2025/26 performance goals and narratives. Update the CIP projects and develop the CIP budgets.
March 24, 2025	Finance updating personnel worksheets and revenue estimates
Week of April 14, 2025	City Manager meets with Department Directors to discuss supplemental budget requests
Week of April 28, 2025	Finance Review/Update Internal Service Funds and develop/update CIP budget
May 27, 2025	Proposed Amended Budget FY 2025/26 presented to City Council and the public for review
May 23, 2025 - June 24, 2025	Public Review period for FY 2025/26 Proposed Amended Budget
June 18, 2025	Community Budget Forum
June 24, 2025	Budget Public Hearing and Adoption of Amended Budget FY 2025/26 and Gann Resolution for FY 2025/26

BUDGET DOCUMENT GUIDE

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

The budget is designed to give the City Council a clear roadmap of the City’s expenditure needs and available resources so that the Council can make sound budgetary decisions. It is through the appropriation of funds that the Council sets the program and project priorities for the ensuing fiscal year. This one-year budget is presented to the City Council for consideration. This proposed amended budget will cover fiscal year 2025-2026.

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

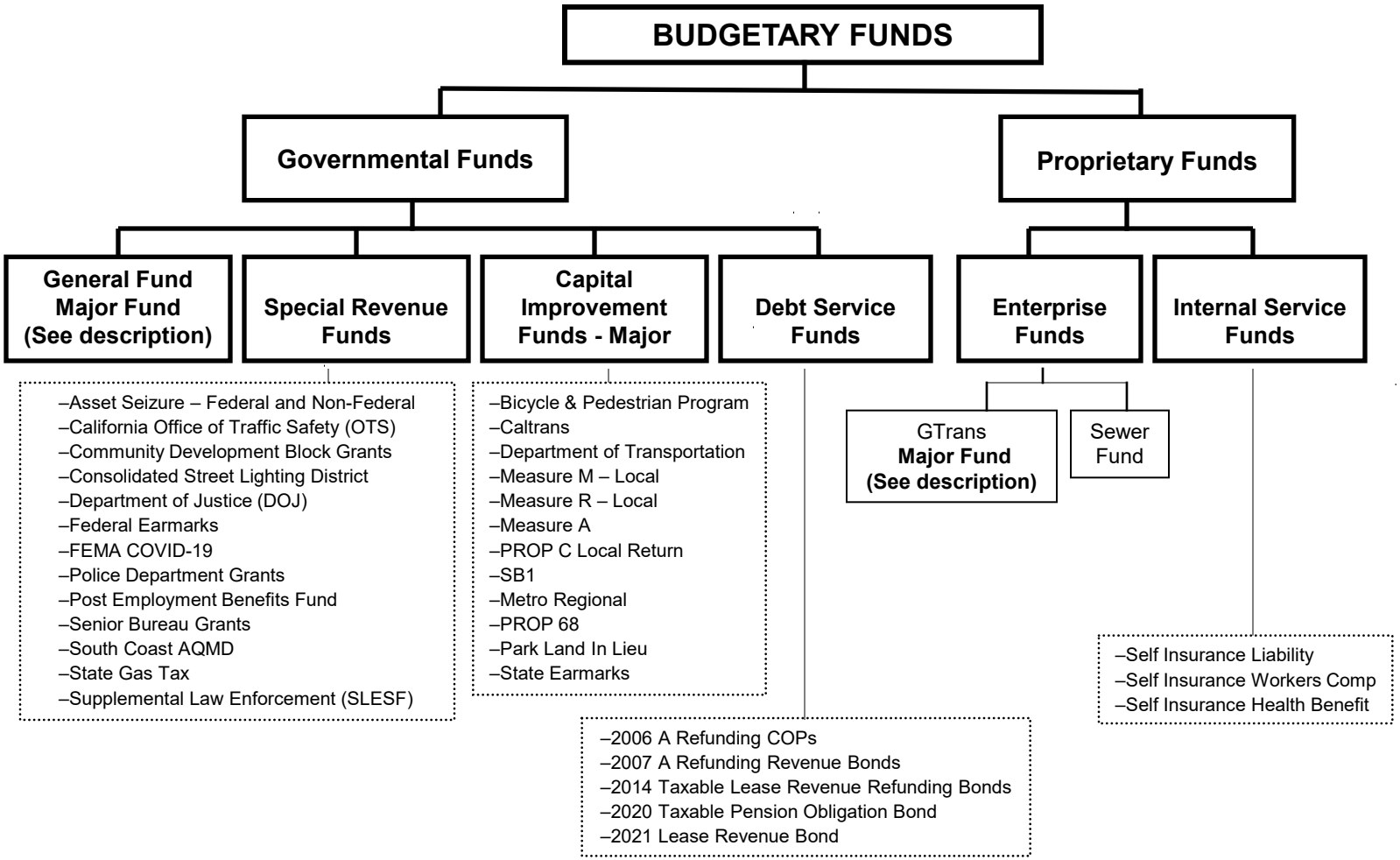
- Budget Message
- Introduction
- Budget Summaries
- Operating Budget – General Fund with corresponding Special Revenue Funds
- Operating Budget – Enterprise Funds
- Debt Service Funds
- Internal Service Funds
- Capital Improvement Program
- Appendix

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

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

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

CITY OF GARDENA FUND STRUCTURE



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

FUND DESCRIPTIONS

GENERAL FUND (Major Fund)

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

SPECIAL REVENUE FUNDS (Grants)

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

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

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

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

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

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

Federal Earmarks: Fund provided by legislators for projects or programs that curtail the ability of the Executive Branch to manage critical aspects of the funds allocation process.

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

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

Measure A: To account for monies received for the improvement of parks and open spaces from the Los Angeles County Regional Park and Open Space District or RPOSD.

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

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

Measure W: To account for monies received from the Los Angeles County for the improvement of water quality and stormwater infrastructure initiatives.

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

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

Prop 68: To account for monies received from the Statewide Park Development and Community Revitalization Program (SPP) administered by OGALS or Office of Grants and Local Services to create new parks and recreation opportunities in underserved communities across California.

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

Public Works Regional Grants: The California Department of Transportation and the Los Angeles County Metro provide funding to improve pedestrian safety, traffic light enhancements, and street improvements.

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

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

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

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

State Earmarks: Fund provided by legislators for projects or programs that curtail the ability of the Executive Branch to manage critical aspects of the funds allocation process.

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

FUND DESCRIPTIONS

CAPITAL IMPROVEMENT FUNDS

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

DEBT SERVICE FUNDS

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

PROPRIETARY FUNDS

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

Enterprise Funds:

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

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

Internal Service Funds:

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

Self-Insurance Liability Fund
Self-Insurance Workers' Compensation Fund
Self-Insurance Health Benefit Fund

FIDUCIARY FUNDS

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

ACCOUNTING PRINCIPLES AND POLICIES

FUND ACCOUNTING

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

Governmental Funds	Proprietary Funds
General Fund	Enterprise Funds
Special Revenue Funds	Internal Service Funds
Capital Improvement Fund	
Debt Service Funds	

BASIS OF ACCOUNTING AND BUDGETING

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

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

FINANCIAL POLICIES

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

FINANCE COMMITTEE

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

AUDITING AND FINANCIAL REPORTING

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

REVENUE POLICY

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

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

INVESTMENT OF IDLE FUNDS

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

PURCHASING POLICY

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

RISK MANAGEMENT POLICY

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

FIXED ASSET POLICY

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

CAPITAL IMPROVEMENT POLICY

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

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

DEBT POLICY

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

BORROWING INSTRUMENTS

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

BUDGET – GENERAL POLICY

- City staff will present to the City Council a structurally balanced budget proposal that does not rely on "one-time" revenues. Annual recurring expenditures will be funded with annual recurring revenues.
- The City Council will, by June 30 of each year, adopt a structurally balanced operating and capital improvement spending plan for the ensuing fiscal year, where operating revenues are equal to, or exceed, operating expenditures.
- The City will align and amend as appropriate its operating and capital spending plan with its strategic action plan priorities and economic development plan.
- City staff will complete and present a quarterly Budget and Economic Condition Analysis to the Finance Committee. Recommended budget adjustments will be submitted to the City Council for consideration and approval.
- The City will establish and maintain a General Fund Reserve equal to at least twenty-five percent (25%) of its annual General Fund operating budget. The amount will be revised annually and such funds will be expended only with the approval of the City Council.

BUDGET – REVENUE

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

- The City will stabilize its revenue base by forecasting its annual operating expenditures on diverse revenue sources and limiting revenue growth projections in each revenue category.
- Revenues received in excess of the budgeted projections will be used for one-time expenditures or set aside as reserve.

BUDGET – EXPENDITURES

- Expenditures will be budgeted realistically for each expenditure category and can be adjusted internally as may become necessary but will not exceed appropriation limits.
- Contingency funds will be included in the annual budget to provide funding for unanticipated operating cost increases, one-time purchasing opportunities and one-time emergency expenditures to repair equipment and facilities. Unexpended funds will carry-over to the next fiscal year.
- In considering reductions in service levels, program cuts, or staffing reductions, the city will first assess options to improve operational efficiencies and develop additional revenues to cover the cost to continue the existing level of public service with existing Budget Policies.
- Limiting Cost with Fees for Service: Certain services are used selectively by a limited number of participants and, therefore, are not mandated City services. These services are provided based on individual interest and are provided only as funding is available. To fund these programs without limiting basic services necessary for the general public, the City will perform a cost analysis to identify the city's fully burdened cost for providing those services and, to the extent reasonable, set the fee based on full cost recovery. Such fees shall be updated frequently to ensure that the fees are reflective of actual city costs for the delivery of services.
- Unexpended funds within a fiscal year will be held in reserve or appropriated for one-time expenditures.

BUDGET – CAPITAL IMPROVEMENT

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

COMMUNITY PROFILE – 2025

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

Date of Incorporation	September 11, 1930
General Law City	1955
Form of Government	Council-Manager Form
County	Los Angeles, Second Supervisorial District
State Representatives	62nd & 66th Assembly Districts
	35th Senatorial District
U. S. Representative	43rd U.S. Congressional District
Area	5.9 Square Miles
Population	60,263
Dwellings	22,933
Police Protection	91 sworn personnel and 36 marked units, including canine units.
Fire Protection	City Fire Department services were transferred to the Consolidated Fire Protection District of Los Angeles County and became a contract service in October 2000.
Recreation and Parks	6 parks (approximately 39 acres) including 2 with skate parks, 2 community centers, 1 municipal pool, 1 parkette, and 2 gymnasiums.
GTrans	52 buses and 5 Bolt On-Demand vehicles

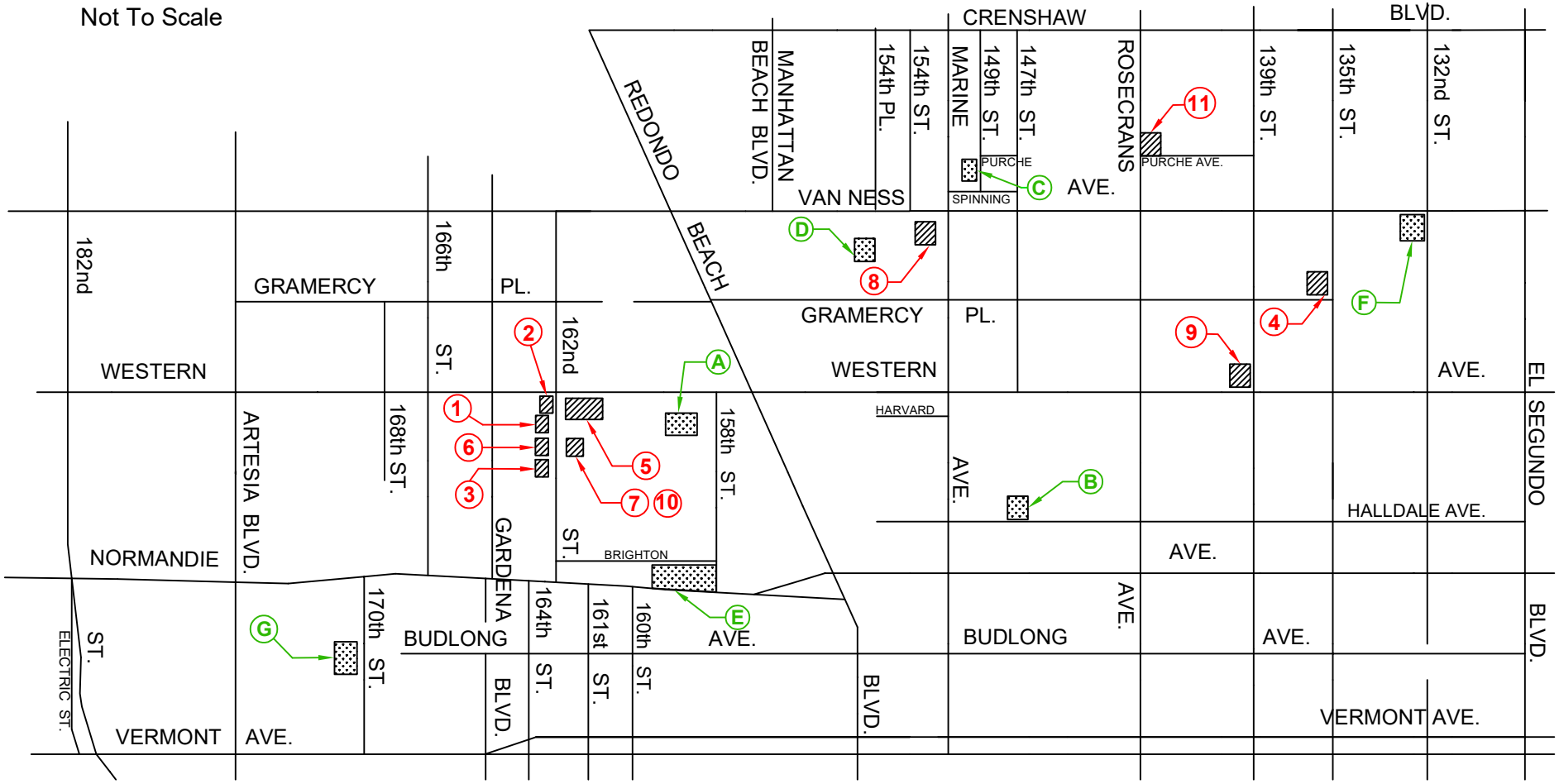
CITY of GARDENA

Not To Scale

LEGEND:

1. City Hall Administration Offices and Campus
2. Police Headquarters
3. Fire Department Headquarters
4. Fire Station 2
5. Public Works Building and Maintenance Yard
6. Kiyoto "Ken" Nakaoka Community Center
7. Human Services and James Rush Gymnasium
8. National Guard
9. Gardena Transit Administration, Operations, & Maintenance Facility
10. Gardena Community Aquatics & Senior Center
11. Rosecrans Ave. Community Center

- A Sister-City Parkette
- B Vincent Bell Memorial Park
- C Edward L. Thornburg Park
- D George H. Freeman Memorial Park
- E Mas Fukai Park
- F Paul A. Rowley Memorial Park
- G Arthur Lee Johnson Memorial Park



CITY FACILITIES AND PROPERTIES

❶ City Hall Administrative Offices and Campus
1700 West 162nd Street

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

❷ Police Headquarters
1718 West 162nd Street

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

❸ Fire Station #158
1650 West 162nd Street

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

❹ Fire Station #159
2030 West 135th Street

Fire Station 2 has approximately 26,140 square feet of site area and approximately 5,949 square feet of building space, which includes a pre-cast concrete fire station structure. The fire station structure was built in 1957 and includes an apparatus garage, offices, kitchen, dining area, chief's quarters, dormitory and training tower. The fire station structure is currently leased to the Los Angeles County Fire District. The City contracts with the Los Angeles County Fire District for the provision of fire services.

❺ Public Works Building and Maintenance Yard
1717 West 162nd Street

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

❻ Kiyoto "Ken" Nakaoka Community Center
1670 West 162nd Street

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

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

❼ Human Services Building and James Rush Gymnasium
1651 West 162nd Street

The gymnasium has approximately 42,650 square feet of site area and approximately 20,700 square feet of building space, which includes a one-story masonry gymnasium (Class C construction). The building was built in 1979. The Human Services Division offices are located in this

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

The gymnasium was rededicated as the **James Rush Memorial Gymnasium** in honor of the former Councilmember and Mayor of Gardena (1942 – 1956) on June 30, 1979.

❽ The Army National Guard
2100 West 154th Street

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

❾ GTrans Administration, Operations, and Maintenance Facility
13999 South Western Avenue

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

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

❿ Gardena Community Aquatic & Senior Center
1651 West 162nd Street

The proposed Senior Center, spanning approximately 12,000 square feet on two levels. The Senior Center will feature a reception/lobby, restroom, conference room, office, breakroom, storage room, and kitchen/pantry. Additionally, shared use program rooms, a study lounge, and balcony will be available. The building will be equipped with fiber optic communication capability, an audiovisual system, security key cards, and photovoltaic system.

The new Aquatic Center will encompass 7,020 square feet and will include a 25-yard, 8-lane, ¾-meter diving stand, and pool exercise/leisure area. The Aquatic Center will feature a main entrance, outdoor showers, bleacher seating, seat walls, shade structures, a pool equipment/mechanical room, and pool storage. The outdoor courtyard will accommodate exercise stations, ADA accessible drinking fountain, picnic tables, site lighting and furnishings, tree and shrub planting, irrigation, hardscape paving, walls, barbecue grill and lawn area, and ADA parking stalls, utility service lines and all other incidental elements.

⓫ Rosecrans Community Property
2500 West Rosecrans Avenue

Approximately 1.07 acres of land. This property was acquired in September 2021 to be redeveloped for recreational or other civic use.

CITY PARK FACILITIES

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

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

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

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

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

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

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

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

(E) Mas Fukai Park - 15800 South Brighton Avenue

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

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

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

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

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

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

CITY OF GARDENA HISTORIC TIMELINE

1930 Incorporation of City of Gardena on September 11, 1930 with a population of approximately 3,000.
Annexation of Western City on November 12, 1930.

1936 First legal card club license in the State of California to Gardena.

1940 City bus service began on January 15,1940.

1953 Gardena Municipal Bus Lines moved to new location on Van Ness Avenue in November.

1954 City adopted its official seal and slogan "Freeway City" on October 26, 1954.

1955 Gardena was designated as a General Law City by action of the State Legislature.

1964 Adopted City flag.

1980 Received the All America City Award.

1982 Maintenance facility added at the Gardena Municipal Bus Lines.

1994 Council action limited the number of card clubs from six to two.

1995 Annexation of El Camino Village.

1996 Employee committees formed to review revenues, operational efficiencies, and customer service. A fourth committee compiled the information for council consideration.

To reduce expenditures, Council implemented hiring freeze and a 2% decrease in appropriated expenditures for last six months of the fiscal year.

1998 Council committed to a plan to eliminate the projected $5 million General Fund deficit with a $1 million set aside for the next five years.

2000 The newest card club in the State, the Hustler, opened in June 2000.

Ending General Fund balance June 30, 2000 = ($2,719,574).

2001 Eldorado Parking COP liquidated through agreement with Hustler for a net principal gain of $980,000.

2002 Eliminated the General Fund deficit a year ahead of schedule with a positive $1,048,182 balance on June 30, 2002.

Voters approved an increase in the Transient Occupancy Tax from 7% to 11% in November.

2005 Celebrated 75th anniversary.

2006 City Council approved settlement agreement with Sumitomo Trust and Union Bank that would restructure the $26 million debt on the failed First Time Homebuyer Program and the

December - City made a $2.6 million payment to Sumitomo Trust and Union Bank on the long-term $26 million debt thereby ending the debt service obligation

2007 Received investment grade credit ratings:
Standard & Poor's BBB rating
Moody's Baa3 rating

Refinanced the South Bay Regional Communications Center debt at an improved interest rate.

Adopted 5 Year Plan 2007 - 2012.

November 20, 2007 City Manager Mitchell G. Lansdell was awarded the Municipal Leader of the Year for his 10-year effort to lead the City out of financial crisis.

2009 May 2009 Gardena Municipal Bus Lines moved to new facility. Dec 2009 Standard & Poor's raised the City's rating to A-.

2010 June 30, 2010 General Fund reserves = $8,649,750 or 20%. September 11, 2010, City will celebrate its 80th Anniversary with a population of approximately 61,927.

2011 April 1, 2011 UUT rate collection at the maximum of 5%. Senior exemption eligibility reduced to age 60.

May 10, 2011 Council adopted new fee resolution with an effective date of July 11, 2011.

September 2011, the City purchased the Goodwill property as well as property adjacent to the Police Department.

2012 Created "Super-Departments" as a transitional phase for operational efficiency and cost containment during succession planning.

2013 February Standard & Poor's raised the City's credit rating to A.

Sold parking structure located at 1041 Redondo Beach Blvd. Entered into sales agreement for 1.72 acres at 15350 Van Ness Avenue. September 2014, Standard & Poor's raised the City's credit rating to A+

2014 Closed escrow on 15350 Van Ness Ave (former GTrans facility). Adopted 2016-2021 Five Year Strategic Plan. Council approved updated comprehensive fee resolution.

2015 Adopted 2016-2021 Five Year Strategic Plan. Council approved updated comprehensive fee resolution. Civic Center

2016 Mitchell Lansdell City Manager retires, Ed Medrano appointed Acting City Manager.

Refinancing of the 2006 Series C Bond Debt. Reassesment of the Sewer Fees to ensure sewer upkeep.

2017 Ed Medrano appointed as City Manager.

2019 Clint D. Osorio appointed as City Manager

2020 March 3, 2020 Measure G, collection of additional 0.75% sales tax to maintain city general services

March 19, 2020 Novel Coronavirus Pandemic - COVID 19, Stay-at-Home orders issued and City Hall closed to the public.

December 2020 Pension Obligation Bond issued to refinance City's UAL effecting savings of $50 million. City revises Strategic Plan to address effects of COVID

2021 Issuance and sale of Lease Revenue Bond to finance a portion of the cost of the Aquatic & Senior Center, the Rosecrans Community Center, and park improvements.

City is awarded an $8.5 million Prop 68 competitive grant as well as an $1.4 million appropriation for the Aquatic & Senior Center

2022 City was named Los Angeles County's Most Business Friendly City

2023 Finalist for the All American City Award

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

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

APPOINTED COMMISSIONS

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

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

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

This Commission consists of eleven members from the business community within the City of Gardena. GEBAC meets the 3rd Wednesday of odd months.

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

HUMAN SERVICES COMMISSION
The Human Services Commission is composed of five members who are responsible for the development and utilization of available resources to meet needs within the City. The Mayor and each Councilmember appoint one member. The Commission advises the Council on all matters relating to social conditions within the City, assesses and reports to the Council the social needs of the citizenry, and advises the Human Services Division regarding policy and program direction for meeting such needs and making appropriate recommendations to the Council.

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

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

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

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

APPOINTED CORPORATIONS / AGENCIES / BOARDS

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

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

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

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

APPOINTED ADVISORY GROUPS

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

NON-APPOINTED COMMITTEES / ASSOCIATIONS:

CHARITABLE FUND BENEFITING GARDENA
The Charitable Fund Benefiting Gardena is an independent 501(c)3 non-profit which provides supplemental resources directly to the City of Gardena programs and community organizations to enhance the lives of Gardena's residents and visitors. The Board of Directors is composed of city staff and volunteers in the community.

CINCO DE MAYO SCHOLARSHIP AND FESTIVAL COMMITTEE OF GARDENA
The Cinco de Mayo Scholarship and Festival Committee of Gardena is made up of volunteers from the community. Established in 1986 by Mayor Don Dear, the annual Gardena's Cinco de Mayo celebration is one of the South Bay's longest running Cinco de Mayo events and its goal is to share some of the area's Latino heritage and culture.

DR. MARTIN LUTHER KING, JR. CULTURAL COMMITTEE OF GARDENA
Dr. Martin Luther King, Jr. Cultural Committee of Gardena was founded in 1972 by Arthur Johnson, a chemist and educator who originally wanted Gardena to honor Dr. King with a city holiday. The committee is made up of volunteers from the community. The annual event activities include a parade, a battle of the bands, an annual youth night, and the essay contest.

GARDENA POLICE FOUNDATION
The Gardena Police Foundation is a partnership of citizens, businesses, and philanthropic organizations whose mission is to provide additional resources to improve public safety. Incorporated in September 2006 as an independent 501(c)3 non-profit organization, the Foundation relies solely on donations and fundraising efforts. The Board of Directors actively raises money from the community and awards grants directly to the police

department in response to the department's request for program, training and equipment needs not included in the City's budget.

GARDENA SISTER CITY ASSOCIATION

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

GARDENA TRAFFIC COMMITTEE

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

GARDENA VALLEY AFFILIATED COMMITTEE ON AGING

The Gardena Valley Affiliated Committee on Aging is composed of a five-member board of directors and members at large, who assist and coordinate the work of community organizations, government agencies, and private entities concerned with the betterment of living conditions for the aging. They coordinate events, activities and programs into a unified approach that will meet the economic and social needs of the elderly, and those in need of assistance throughout the greater Gardena community. The committee advises the Gardena Senior's Bureau and the Gardena Senior Citizen's Commission on all matters relating to the needs and concerns of the City's older adult population.

PROPOSED AMENDED

BUDGET SUMMARIES

FY 2025/2026

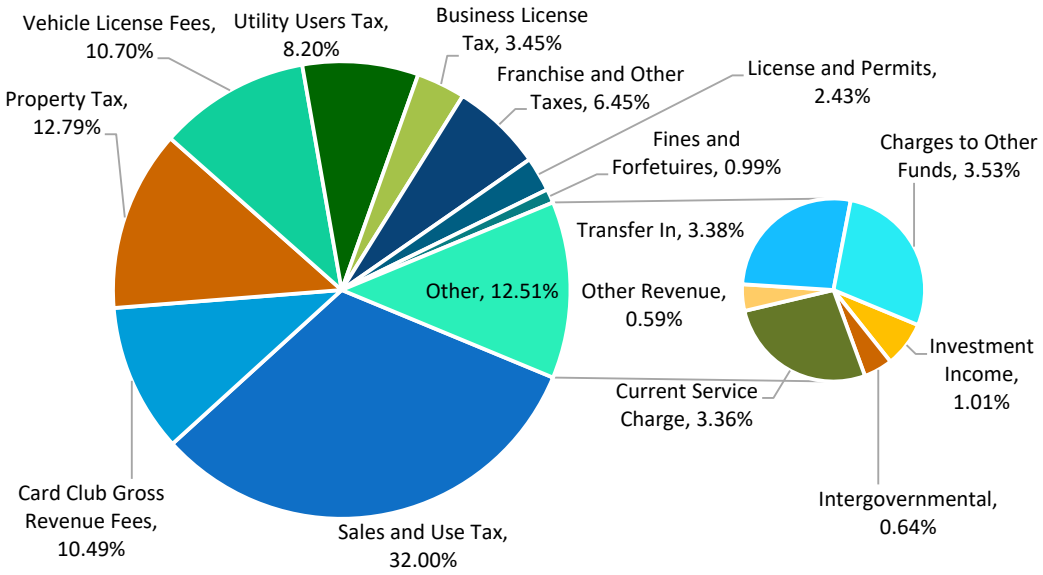
PROPOSED AMENDED GENERAL FUND REVENUE and EXPENDITURES 2025/2026

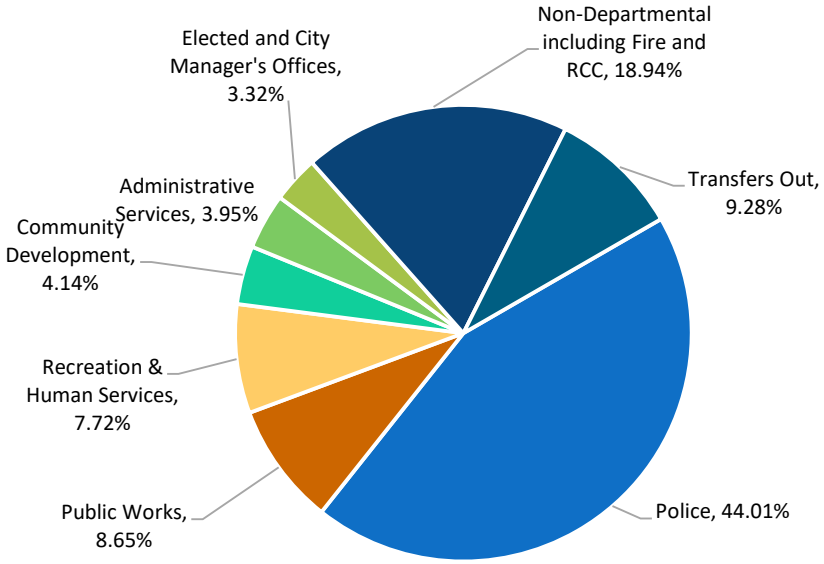
WHERE THE MONEY COMES FROM…

Revenue Sources	General Fund	% of Total
Sales and Use Tax	$ 27,973,537	32.00%
Card Club Gross Revenue Fees	9,166,202	10.49%
Property Tax	11,176,231	12.79%
Vehicle License Fees	9,352,922	10.70%
Utility Users Tax	7,167,001	8.20%
Business License Tax	3,013,000	3.45%
Franchise and Other Taxes	5,637,716	6.45%
License and Permits	2,127,013	2.43%
Fines and Forfetuires	861,128	0.99%
Investment Income	880,000	1.01%
Intergovernmental	558,775	0.64%
Current Service Charge	2,940,907	3.36%
Other Revenue	512,036	0.59%
Transfer In	2,953,259	3.38%
Charges to Other Funds	3,085,057	3.53%
TOTAL REVENUES	**$ 87,404,784**	**100.00%**

WHERE THE MONEY GOES…

Department Expenditures	General Fund	% of Total
Police	$ 38,433,565	44.01%
Public Works	7,557,665	8.65%
Recreation & Human Services	6,740,163	7.72%
Community Development	3,615,115	4.14%
Administrative Services	3,445,815	3.95%
Elected and City Manager's Offices	2,895,660	3.32%
Non-Departmental including Fire and RCC	16,536,348	18.94%
Transfers Out	8,107,407	9.28%
TOTAL EXPENDITURES	**$ 87,331,738**	**100.00%**



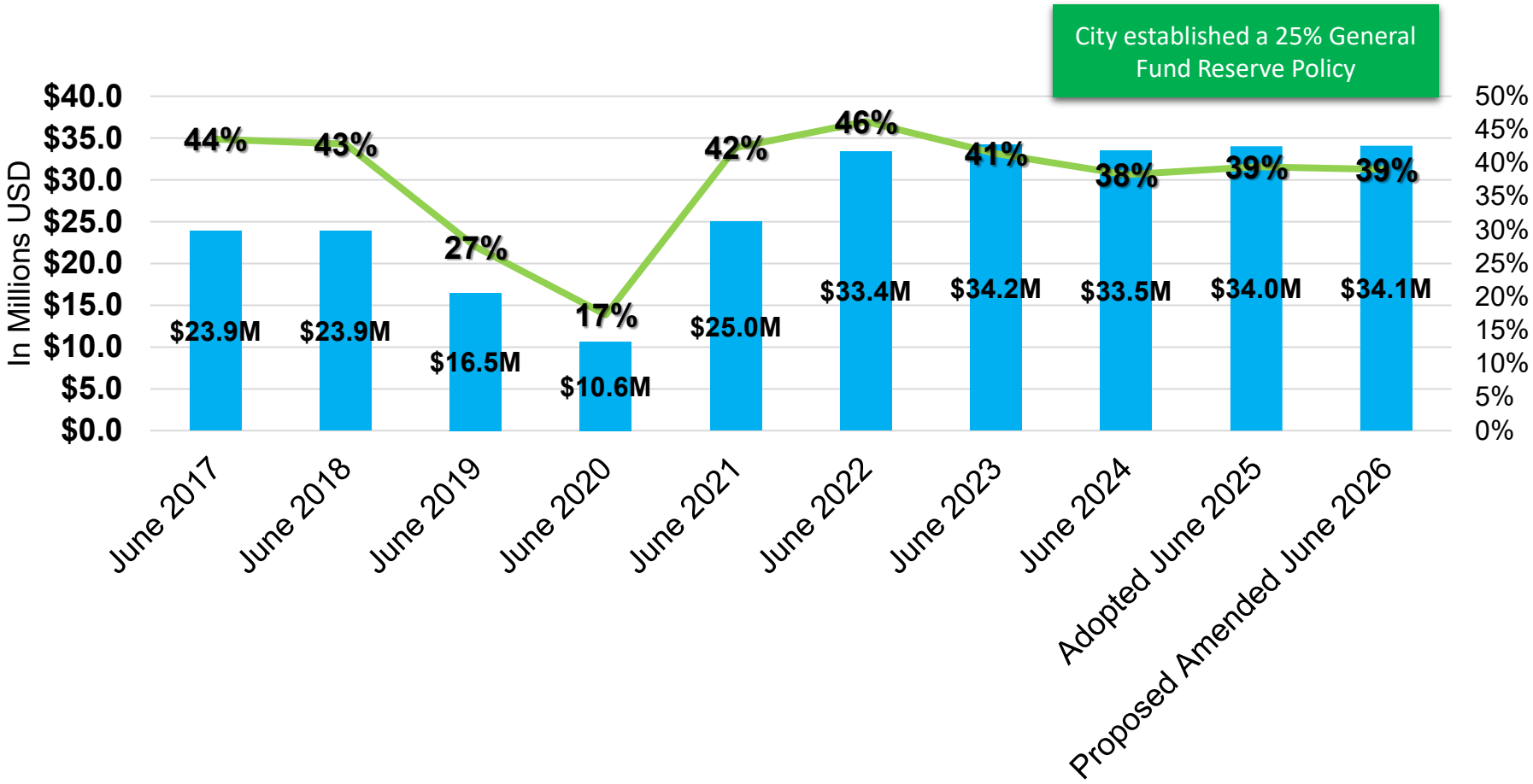


GENERAL FUND HISTORICAL REVENUE AND EXPENDITURE SUMMARY

Revenues and Other Sources:	Audited 2023-2024	Adopted 2024-2025	Adopted 2025-2026	Proposed Amended 2025-2026	Change in $ from Adopted	Change in % from Adopted
Taxes	67,906,603	71,987,230	74,271,833	73,486,609	(785,224)	-1.1%
Licenses and Permits	1,968,790	2,047,130	2,127,013	2,127,013	-	-
Fines and Forfeitures	1,220,929	875,000	901,250	861,128	(40,122)	-4.5%
Use of Money & Property	355,000	1,147,050	730,000	880,000	150,000	-
Intergovernmental	537,500	542,500	558,775	558,775	-	-
Current Service Charges	2,556,467	2,855,250	2,940,906	2,940,907	-	-
Other Revenue	512,036	512,036	512,036	512,036	-	-
Charges to Other Funds	2,702,388	3,078,336	3,078,336	3,085,057	6,721	0.2%
Transfer In	4,242,486	3,375,364	3,889,000	2,953,259	(935,741)	-24.1%
Total Revenues	**82,002,199**	**86,419,896**	**89,009,149**	**87,404,784**	**(1,604,366)**	**-1.8%**
Expenditures:						
Salaries and Benefits	47,991,724	50,256,866	53,591,789	53,182,522	(409,267)	-0.8%
Materials and Operations	21,979,693	24,320,237	25,496,357	25,717,309	220,952	0.9%
Capital Outlay	292,254	309,500	324,500	324,500	-	-
Fund Transfers	11,567,671	11,379,041	9,476,933	8,107,407	(1,369,526)	-14.5%
Total Expenditures	**81,831,342**	**86,265,644**	**88,889,579**	**87,331,738**	**(1,557,841)**	**-1.8%**
Net Change in General Fund Fund Balance	**170,857**	**154,252**	**119,570**	**73,046**	**(46,524)**	**-38.9%**
Fund Balances - Beginning	33,319,760	33,490,617	33,644,869	33,644,869		
Fund Balances - Ending*	**33,490,617**	**33,644,869**	**33,764,439**	**33,717,915**	**(46,524)**	**-0.1%**

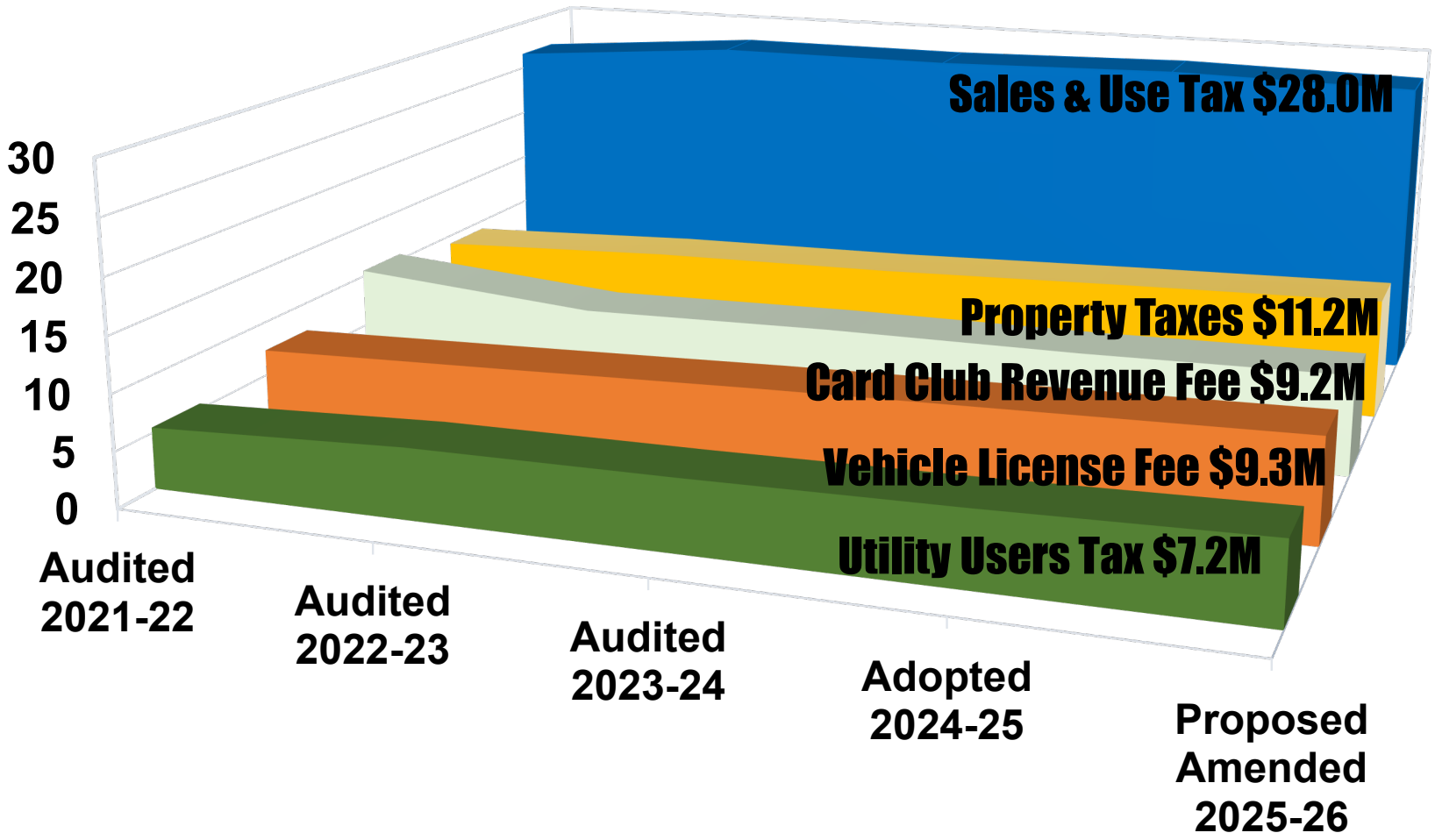
* General Fund 010 only

GENERAL FUND BALANCE



*General Fund (Fund 010 only)

GENERAL FUND TOP 5 REVENUES



In Millions USD – Amount above is for Fiscal Year 2025-26

GENERAL FUND REVENUES BY ACCOUNT
FOUR-YEAR COMPARISON
FISCAL YEARS ENDING 2023-2026

Revenue Sources		2022-2023 Audited	2023-2024 Audited	2024-2025 Adopted	2025-2026 Proposed Amended
TAXES (001)					
3101-3105	Property Taxes	$ 9,946,992	$ 10,103,364	$ 10,705,079	$ 11,176,231
3106	Sales and Use Tax	$ 28,229,498	$ 28,056,992	$ 28,451,125	$ 27,973,537
3107-09, 3112-13	Franchise Taxes	$ 2,188,611	$ 2,500,050	$ 2,225,777	$ 2,520,347
3110	Documentary Stamp Tax	$ 308,642	$ 223,484	$ 285,000	$ 233,484
3115-3116	Business License Tax	$ 2,733,939	$ 3,477,728	$ 3,150,000	$ 3,013,000
3117	Card Club Gross Revenue Fees	$ 8,633,145	$ 8,910,456	$ 8,877,427	$ 9,166,202
3118	Utility Users Tax	$ 6,317,853	$ 6,404,308	$ 6,674,127	$ 7,167,001
3119	Franchise Utility	$ 1,086,768	$ 1,224,825	$ 1,211,317	$ 1,311,788
3121	Hotel/Motel Tax	$ 1,318,104	$ 1,528,795	$ 1,384,833	$ 1,459,036
3122, 3349	Property Tax - Homeowner Tax Relief	$ 38,891	$ 38,061	$ 40,000	$ 38,061
3345	Motor Vehicle License In-Lieu	$ 62,447	$ 75,253	$ 75,000	$ 75,000
3346-3348	Vehicle License/Licenses In-Lieu	$ 7,912,463	$ 8,483,376	$ 8,907,545	$ 9,352,922
	TOTAL TAXES	**$ 68,777,353**	**$ 71,026,695**	**$ 71,987,230**	**$ 73,486,609**
LICENSES & PERMITS (002)					
3218-3220	Special and Entertainment Permits	$ 176,675	$ 164,613	$ 176,675	$ 181,975
3222-3232	Building and Other Permits	$ 1,822,754	$ 2,836,603	$ 1,770,455	$ 1,845,038
3234-3235	Appeals and Administration Fees	$ 155,330	$ 156,090	$ 100,000	$ 100,000
3473,3237	Fireworks and CCW Fees	$ 3,990	$ 10,956	$ -	$ -
	TOTAL LICENSES and PERMITS	**$ 2,158,749**	**$ 3,168,262**	**$ 2,047,130**	**$ 2,127,013**
FINES & FORFEITURES (003)					
3533-3535	Administrative Citation and Parking Fines	$ 880,759	$ 731,682	$ 845,000	$ 831,128
3536-3538	Court Fines	$ 46,777	$ 63,968	$ 30,000	$ 30,000
	TOTAL FINES and FORFEITURES	**$ 927,536**	**$ 795,650**	**$ 875,000**	**$ 861,128**
INVESTMENT INCOME (004)					
3640	Interest on Investments	$ 891,526	$ 1,250,998	$ 1,042,050	$ 750,000
3641-3644	Rents and Concessions	$ 96,528	$ 129,238	$ 105,000	$ 105,000
3645	Fair Market Value on Investments	$ (9,303)	$ 605,734	$ -	$ 25,000
3646	Other Investment Income	$ -	$ -		$ -
	TOTAL INVESTMENT INCOME	**$ 978,751**	**$ 1,985,970**	**$ 1,147,050**	**$ 880,000**
FROM OTHER AGENCIES (005/006/007)					
3311	Public Safety Augmentation	$ 525,099	$ 471,575	$ 451,500	$ 474,075
3375-3376	STC Reimbursement/POST Reimbursemen	$ 28,222	$ 33,526	$ 24,229	$ 24,229
3378	Mandated Cost Reimbursement	$ 36,285	$ 37,088	$ 30,000	$ 30,000
3383-88,3772,3391	Other Reimbursements	$ 36,849	$ 33,663	$ 36,771	$ 30,471
	TOTAL FROM OTHER AGENCIES	**$ 626,455**	**$ 575,852**	**$ 542,500**	**$ 558,775**

GENERAL FUND REVENUES BY ACCOUNT
FOUR-YEAR COMPARISON
FISCAL YEARS ENDING 2023-2026

Revenue Sources		2022-2023 Audited	2023-2024 Audited	2024-2025 Adopted	2025-2026 Proposed Amended
CURRENT SERVICE CHARGES (008)					
3401-3402	Public Service Impact	$ -	$ -	$ -	$ -
3403	Business Registration Fee	$ 2,112	$ 3,272	$ 2,000	$ 2,000
3406	Trucking Impact Fee	$ 21,854	$ 13,523	$ 15,000	$ 15,000
3407	ATM Commission	$ -	$ 100	$ -	$ -
3409	Passport Fees	$ 9,815	$ 8,520	$ 10,000	$ 10,000
3411	Tipping Fees - CDS Refuse	$ 184,391	$ 175,893	$ 190,000	$ 190,000
3404, 3418-31, 3470	Recreation Fees	$ 429,325	$ 415,327	$ 506,500	$ 526,500
3433-3435	Industrial Waste/Strong Motion/Runoff Fees	$ 263,078	$ 263,121	$ 318,950	$ 333,307
3450-3452	Planning - Fees	$ 719,288	$ 397,739	$ 680,000	$ 700,000
3453-3459	Miscellaneous Fees (Public Works)	$ 53,366	$ 56,673	$ 55,800	$ 55,800
3466	Sewer Connection Fees	$ 13,297	$ 58,142	$ 35,000	$ 35,000
3475	Police Towing Admin Fees	$ 181,740	$ 186,160	$ 156,000	$ 162,300
3491	Police Services Bus Lines	$ 369,228	$ 287,813	$ 390,000	$ 400,000
3462, 3482	Miscellaneous Fees (Police Department)	$ 71,683	$ 65,525	$ 75,000	$ 80,000
3405, 3432-38, 3463-90	Other	$ 231,811	$ 162,069	$ 141,000	$ 141,000
3492	Franchise - Admin Fees (AB939)	$ 224,993	$ 281,906	$ 280,000	$ 290,000
	TOTAL CURRENT SERVICE CHARGES	**$ 2,775,981**	**$ 2,375,783**	**$ 2,855,250**	**$ 2,940,907**
OTHER REVENUE (009)					
3701	Franchise - Community Support	$ 50,000	$ 45,000	$ 50,000	$ 50,000
3770	Sale of Real or Personal Property	$ 31,153	$ 5,053	$ 10,000	$ 10,000
3705,3771-3787, 3789	Miscellaneous	$ 368,692	$ 206,681	$ 152,036	$ 152,036
3760, 3791	CIP and Engineering Costs Reimbursed	$ 194,616	$ 147,877	$ 300,000	$ 300,000
3901-3902,3996,3997	Other Financing Sources	$ 1,048,142	$ -	$ -	$ -
	TOTAL OTHER REVENUE	**$ 1,692,603**	**$ 404,610**	**$ 512,036**	**$ 512,036**
TOTAL REVENUES		**$ 77,937,428**	**$ 80,332,821**	**$ 79,966,196**	**$ 81,366,468**
CHARGES TO OTHER FUNDS (084)		**$ 2,679,759**	**$ 3,139,467**	**$ 3,078,336**	**$ 3,085,057**
FUNDS TRANSFERRED IN (089)		**$ 2,777,369**	**$ 3,385,221**	**$ 3,375,364**	**$ 2,953,259**
	TOTAL GENERAL FUND	**$ 83,394,556**	**$ 86,857,510**	**$ 86,419,896**	**$ 87,404,784**

CITY OF GARDENA

General Fund[1] Long-Range Forecast - Baseline
Fiscal Year 2024-25 to Fiscal Year 2029-2030

OPERATING BUDGET	FY 2024-25 PROJECTED	FORECAST				
		FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
Operating Revenues[2]	86,762,455	87,404,784	91,332,364	96,273,265	95,303,734	90,636,032
Operating Expenditures[3 4]	86,292,138	87,331,738	91,253,912	96,234,396	100,102,929	104,773,438
Operating Surplus / (Deficit)	**470,316**	**73,046**	**78,452**	**38,869**	**(4,799,195)**	**(14,137,406)**
Ending General Fund Balance	**33,960,933**	**34,033,979**	**34,112,431**	**34,151,300**	**29,352,105**	**15,214,699**
Balance % of Operating Expenditures	**39.4%**	**39.0%**	**37.4%**	**35.5%**	**29.3%**	**14.5%**

[1] General Fund (Fund 010 only)

[2] Does not include recession scenarios and assumes that Hustler Casino & Larry Flynt's Luck Lady Casino will continue to operate in the City after SB549 in FY2029-30

[3] Assumes same staffing level and additional fire protection services payment starting FY 2025-26

[4] Assumes that CalPERS will meet its investment return of 6.8% per fiscal year

SUMMARY OF FUND ACTIVITY
FISCAL YEAR 2025-2026

FUND DESCRIPTION	FY 2024-2025 PROJECTED FUND BALANCE	PROPOSED AMENDED REVENUES		TOTAL REVENUES	PROPOSED AMENDED APPROPRIATIONS		TOTAL EXPENDITURES	FY 2025-2026 PROJECTED FUND BALANCE
		REVENUES	TRANSFERS IN		EXPENDITURES	TRANSFERS OUT		
General	$ 33,644,870	$ 84,451,525	$ 2,953,259	$ 87,404,784	$ 79,224,331	$ 8,107,407	$ 87,331,738	$ 33,717,916
General Fund	**33,644,870**	**84,451,525**	**2,953,259**	**87,404,784**	**79,224,331**	**8,107,407**	**87,331,738**	**33,717,916**
General Liability	1,072,058	1,417,928	933,776	2,351,704	3,610,049	-	3,610,049	(186,287)
Workers' Compensation	(9,841,125)	1,655,385	950,000	2,605,385	2,651,776	-	2,651,776	(9,887,516)
Health Benefits	5,025,182	12,743,938	-	12,743,938	10,889,177	1,983,776	12,872,953	4,896,167
Internal Services Funds	**(3,743,884)**	**15,817,251**	**1,883,776**	**17,701,027**	**17,151,002**	**1,983,776**	**19,134,778**	**(5,177,635)**
2006 Series A & B Refunding	1,884,977	-	1,020,391	1,020,391	1,020,391	-	1,020,391	1,884,977
2014 Taxable Lease Rev Ref Bonds	-	-	507,459	507,459	507,459	-	507,459	-
2007A Refunding Rev Bonds	223,642	-	184,825	184,825	184,825	-	184,825	223,642
Taxable Pension Obligation Bonds 2020	47,548	5,964,428	-	5,964,428	5,964,428	-	5,964,428	47,548
Lease Revenue Bonds, 2021	12,273,174	-	940,750	940,750	940,750	6,562,334	7,503,084	5,710,840
Debt Service Funds	**14,429,341**	**5,964,428**	**2,653,425**	**8,617,853**	**8,617,853**	**6,562,334**	**15,180,187**	**7,867,007**
Capital Improvements	**301,894**	-	67,755,288	**67,755,288**	67,755,288	300,000	**68,055,288**	**1,894**
GTrans	52,751,327	36,881,906	8,336,463	45,218,369	45,050,509	167,860	45,218,369	52,751,327
Sewer Fund	4,705,099	2,612,500	-	2,612,500	1,859,281	5,065,775	6,925,056	392,543
Enterprise Funds	**57,456,425**	**39,494,406**	**8,336,463**	**47,830,869**	**46,909,790**	**5,233,635**	**52,143,425**	**53,143,869**
Technology Replacement	2,682,436	511,466	100,000	611,466	568,238	-	568,238	2,725,664
Equipment Revolving	1,500,000	-	50,000	50,000	-	-	-	1,550,000
Deferred Maintenance	9,876,459	-	100,000	100,000	120,000	1,941,911	2,061,911	7,914,548
Post Employement Benefits Fund	-	-	4,003,982	4,003,982	4,003,982	-	4,003,982	-
Vehicle Replacement Fund	2,866,398	-	650,000	650,000	670,000	-	670,000	2,846,398
Accrued Benefit Liability Stabilization	3,026,273	-	50,000	50,000	-	-	-	3,076,273
Measure H Homeless Initiative	21,936	94,177	-	94,177	95,294	-	95,294	20,819
Asset Seizure Fund-Non Federal	750,515	-	-	-	-	-	-	750,515
Officer Wellness and Mental Health Grant	54,003	-		-	-	-	-	54,003
Digital Divide	3,542,900	-	-	-	-	3,542,900	3,542,900	-
Consolidated Street Lighting District	522,514	915,572	-	915,572	824,401	110,600	935,001	503,085
Artesia Blvd. Landscape District	4,842	21,672	-	21,672	21,914	-	21,914	4,600
State Gas Tax	1,309,961	1,710,662	-	1,710,662	141,226	902,726	1,043,952	1,976,671
Maxine Waters Federal Earmark	-	1,400,000	-	1,400,000	-	1,400,000	1,400,000	-
Development Impact Fee	781,000	30,000	-	30,000	-	811,000	811,000	-
Supplement Law Enforcement (SLESF)	597,870	-	-	-	251,000	-	251,000	346,870

SUMMARY OF FUND ACTIVITY
FISCAL YEAR 2025-2026

FUND DESCRIPTION	FY 2024-2025 PROJECTED FUND BALANCE	PROPOSED AMENDED REVENUES		TOTAL REVENUES	PROPOSED AMENDED APPROPRIATIONS		TOTAL EXPENDITURES	FY 2025-2026 PROJECTED FUND BALANCE
		REVENUES	TRANSFERS IN		EXPENDITURES	TRANSFERS OUT		
Traffic Safety Fund	3,784	75,500	-	75,500	-	75,500	75,500	3,784
Asset Forfeiture Fund	19,904	-	-	-	-	-	-	19,904
Measure W Safe Clean Water Program	1,608,862	822,000	-	822,000	593,998	1,345,876	1,939,874	490,988
Mas Fukai Building Structure Renovation	2,000,000	-	-	-	-	2,000,000	2,000,000	-
Bicycle and Pedestrian Program	47,954	47,954	-	47,954	-	204,421	204,421	(108,513)
CPF Rosecrans Community Center	-	1,000,000	-	1,000,000	-	1,000,000	1,000,000	
Façade Improvement Program	231,000	-	-	-	-	231,000	231,000	-
Rowley Park Gymnasium Renovation	-	2,956,000	-	2,956,000	-	2,956,000	2,956,000	-
Measure M Transit	-	4,162,084	-	4,162,084	-	4,162,084	4,162,084	-
GTrans OPEB Trust	5,834,927	-	-	-	-	-	-	5,834,927
City OPEB Trust Fund	2,144,260	-	550,000	550,000	550,000	-	550,000	2,144,260
Measure R Transit	670,319	4,174,379	-	4,174,379	-	4,174,379	4,174,379	670,319
Prop A Local Return	7,801	1,827,289	-	1,827,289	1,827,289	-	1,827,289	7,801
Prop 1B Capital	3,749,805	-	-	-	-	-	-	3,749,805
Prop 1B Security	508,093	-	-	-	-	-	-	508,093
AQMD - MSRC	21,078	-	-	-	10,000	-	10,000	11,078
Measure A	-	3,126,024	-	3,126,024	-	3,126,024	3,126,024	-
South Coast AQMD	67,168	80,000	-	80,000	40,000	3,500	43,500	103,668
Prop C Local Return	3,771,357	1,297,987	-	1,297,987	45,323	3,735,000	3,780,323	1,289,021
Prop 68 State Parks Grant	-	100,000	-	100,000	-	100,000	100,000	-
Measure R Highway	-	5,289,456	-	5,289,456	-	5,289,456	5,289,456	-
Measure R Local Return	2,072,966	967,990	-	967,990	45,323	2,550,000	2,595,323	445,633
In Lieu Funds	3,154,977	220,000	-	220,000	-	3,374,977	3,374,977	-
Measure M Local Return	4,544,639	1,119,789	-	1,119,789	29,490	6,482,000	6,511,490	(847,062)
SB 1- Gas Tax	5,204,179	1,562,806	-	1,562,806	-	6,355,892	6,355,892	411,093
SB 2 Planning Grants Program	5,573	-	-	-	-	-	-	5,573
Unfunded Accrued Liability (UAL) Fund	7,940,813	-	-	-	-	600,000	600,000	7,340,813
Measure M Highway	91,839	10,557,607	-	10,557,607	-	10,649,446	10,649,446	-
UAL Fund - GTrans	687,218	-	167,860	167,860	-	-	-	855,078
UAL Fund - Sewer	39,194	-	7,791	7,791	-	-	-	46,985
SCAMP	-	372,464	39,389	411,853	411,853	-	411,853	-
SCAMP - Home Delivery	-	302,234	-	302,234	302,234	-	302,234	-

SUMMARY OF FUND ACTIVITY
FISCAL YEAR 2025-2026

FUND DESCRIPTION	FY 2024-2025 PROJECTED FUND BALANCE	PROPOSED AMENDED REVENUES		TOTAL REVENUES	PROPOSED AMENDED APPROPRIATIONS		TOTAL EXPENDITURES	FY 2025-2026 PROJECTED FUND BALANCE
		REVENUES	TRANSFERS IN		EXPENDITURES	TRANSFERS OUT		
Supportive Services Program	-	144,210	-	144,210	144,210	-	144,210	-
Senior Citizen Day Care - Trust	-	-	10,611	10,611	10,611	-	10,611	-
OTS DUI Enforcement Awareness Program	-	100,000	-	100,000	100,000	-	100,000	-
Brownfields Hazardous Material	2,965	-	-	-	-	-	-	2,965
CalHome	411,694	-	-	-	-	-	-	411,694
State HOME Owner Occupied Grant	2,051,430	-	-	-	-	-	-	2,051,430
CDBG Admin	-	143,292	-	143,292	143,292	-	143,292	-
CDBG Housing Rehabilitation Program	-	400,702	-	400,702	400,702	-	400,702	-
CDBG Youth and Family Services Bureau	-	72,469	-	72,469	72,469	-	72,469	-
CDBG Western Ave & Crenshaw Blvd Commerc	1,217	-	-	-	-	-	-	1,217
Special Revenue Funds	**74,432,124**	**45,605,785**	**5,729,633**	**51,335,418**	**11,422,849**	**67,124,692**	**78,547,541**	**47,220,001**
TOTAL ALL FUNDS	**$ 176,520,771**	**$ 191,333,395**	**$ 89,311,844**	**$ 280,645,239**	**$ 231,081,113**	**$ 89,311,844**	**$ 320,392,957**	**$ 136,773,053**

SUMMARY OF REVENUES AND EXPENDITURES
FISCAL YEAR 2025-2026 PROPOSED AMENDED BUDGET - ALL FUNDS

Fund Description	Revenues	Expenditures	Delta
General Fund	$87,404,784	$87,331,738	$73,046
Combined Internal Services	$17,701,027	$19,134,778	($1,433,751)
Combined Debt Service	$8,617,853	$15,180,187	($6,562,334)
Capital Improvement (CIP)	$67,755,288	$68,055,288	($300,000)
Combined Enterprise Funds - Transportation	$45,218,369	$45,218,369	$0
Combined Enterprise Funds - Sewer	$2,612,500	$6,925,056	($4,312,556)
Special Revenue Funds	$51,335,418	$78,547,541	($27,212,123)
Total All Funds ***- not including beginning fund balance***	**$280,645,239**	**$320,392,957**	**($39,747,718)**

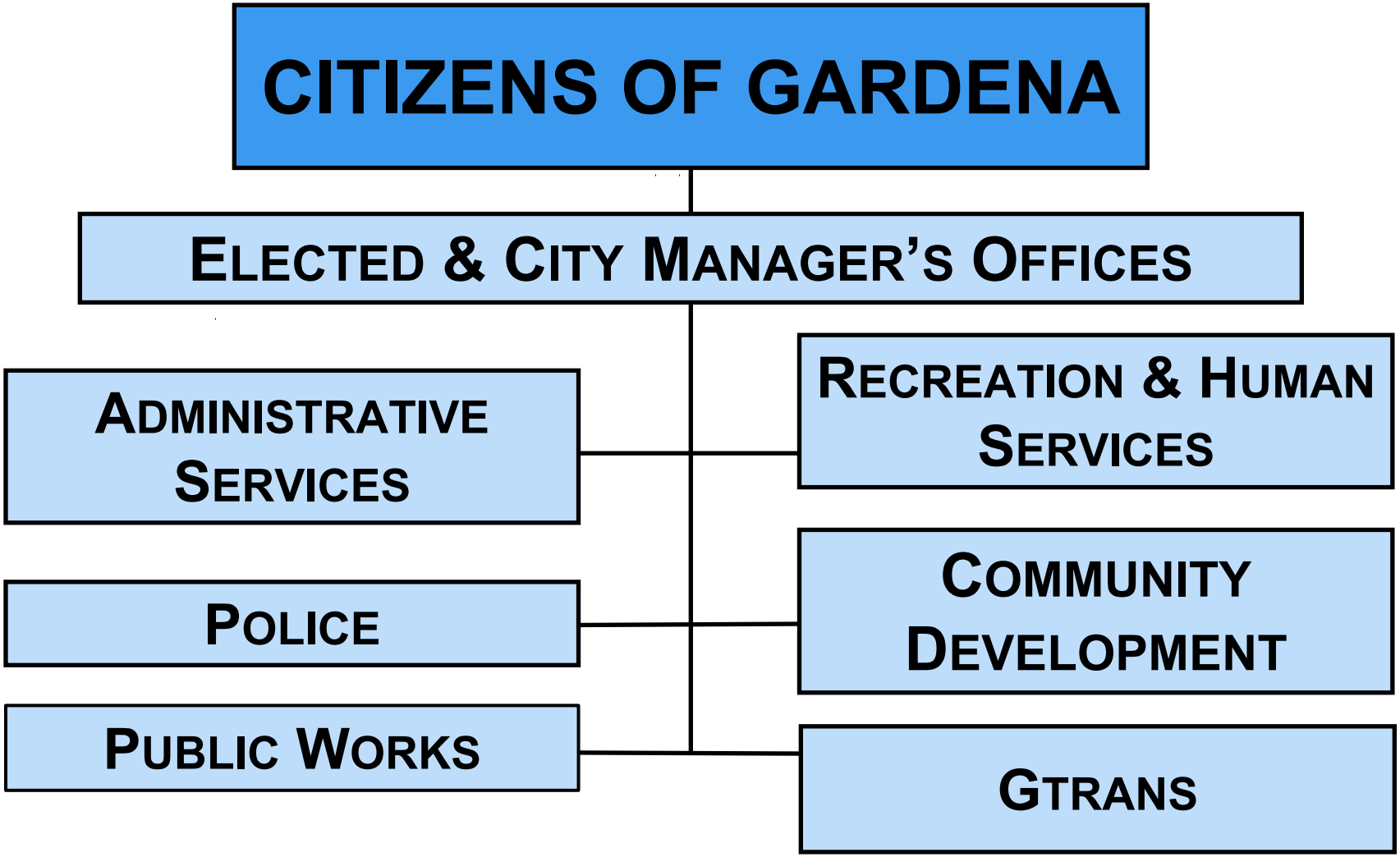
A "*structurally balanced budget*" projects revenues to exceed expenditure appropriations within the term of the budget. The City's fiscal year (term) is from July 1 - June 30 so expenditure appropriations must be made within revenue projections. The variance between revenue and expenditures is referred to as the "delta" (^) and may be positive, reflecting a structurally balanced budget, or negative, indicating a structural imbalance. A structural imbalance is normally the result of the revenue being received in a prior fiscal year. When a positive delta exists at the end of a fiscal year, revenues may be appropriated to expend in the next fiscal year or may be set aside as a reserve to be used for an emergency or one-time opportunities. Fund balance reserves are not intended to offset normal operating cost or to balance an unstructured budget. The General Fund is the only fund that is totally discretionary and therefore must balance a negative delta in any fund; conversely other funds may not be used to balance a negative delta in the General Fund.

DEPARTMENT

PROPOSED AMENDED BUDGET

FY 2025/2026

OPERATIONAL DEPARTMENTS



Citywide Staffing Plan
Proposed Amended Budget Fiscal Year 2025-26

Elected & Appointed Positions	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Elected Mayor	1.00	1.00	1.00	1.00
Elected Councilperson	4.00	4.00	4.00	4.00
Elected City Clerk	1.00	1.00	1.00	1.00
Elected City Treasurer	1.00	1.00	1.00	1.00
Gardena Beautification Commissioner	-	10.00	10.00	10.00
Rent Mediation Board Member	15.00	15.00	15.00	15.00
Gardena Economic Business Advisory Commissioner	10.00	10.00	10.00	10.00
Planning Commissioner	5.00	5.00	5.00	5.00
Recreation Commissioner	5.00	5.00	5.00	5.00
Senior Citizens Commissioner	5.00	5.00	5.00	5.00
Human Services Commissioner	5.00	5.00	5.00	5.00
Gardena Youth Commissioner	10.00	10.00	10.00	10.00
Total Elected & Appointed Positions	**62.00**	**72.00**	**72.00**	**72.00**
Departments				
Administrative Services	21.00	22.00	22.00	23.00
Elected & City Manager's Offices	10.30	11.30	11.30	11.30
Community Development	15.35	19.35	19.35	19.35
Police & Community Safety	128.90	130.90	132.90	133.90
Public Works	47.30	47.30	49.00	49.00
Recreation & Human Services	57.38	67.88	78.91	80.66
Transportation - GTrans	155.26	159.10	165.50	165.50
Total Full Time Equivalent Positions	**435.49**	**457.83**	**478.96**	**482.71**

Guy H. Mato
City Treasurer

Paulette C. Francis
Councilmember

Rodney G. Tanaka
Mayor Pro Tem

Tasha Cerda
Mayor

Mark E. Henderson Ed. D
Councilmember

Wanda Love
Councilmember

Mina Semenza
City Clerk

Clint D. Osorio
City Manager

ELECTED & CITY MANAGER'S OFFICE

CITY OF GARDENA

CITY COUNCIL

- Legislative body for the City of Gardena and serve on various committees, commissions, and boards
- Provides policy and operational direction to the City Manager
- Establishes City services and service levels; tax rates, fees, assessments, and other revenue as set forth by the Gardena Municipal Code

CITY MANAGER

- Appoints all Department Heads and supervise the operation of all City Departments
- Implements City Council's policy decisions and objectives
- Prepares and observes the municipal budget and makes recommendations to the City Council

CITY CLERK

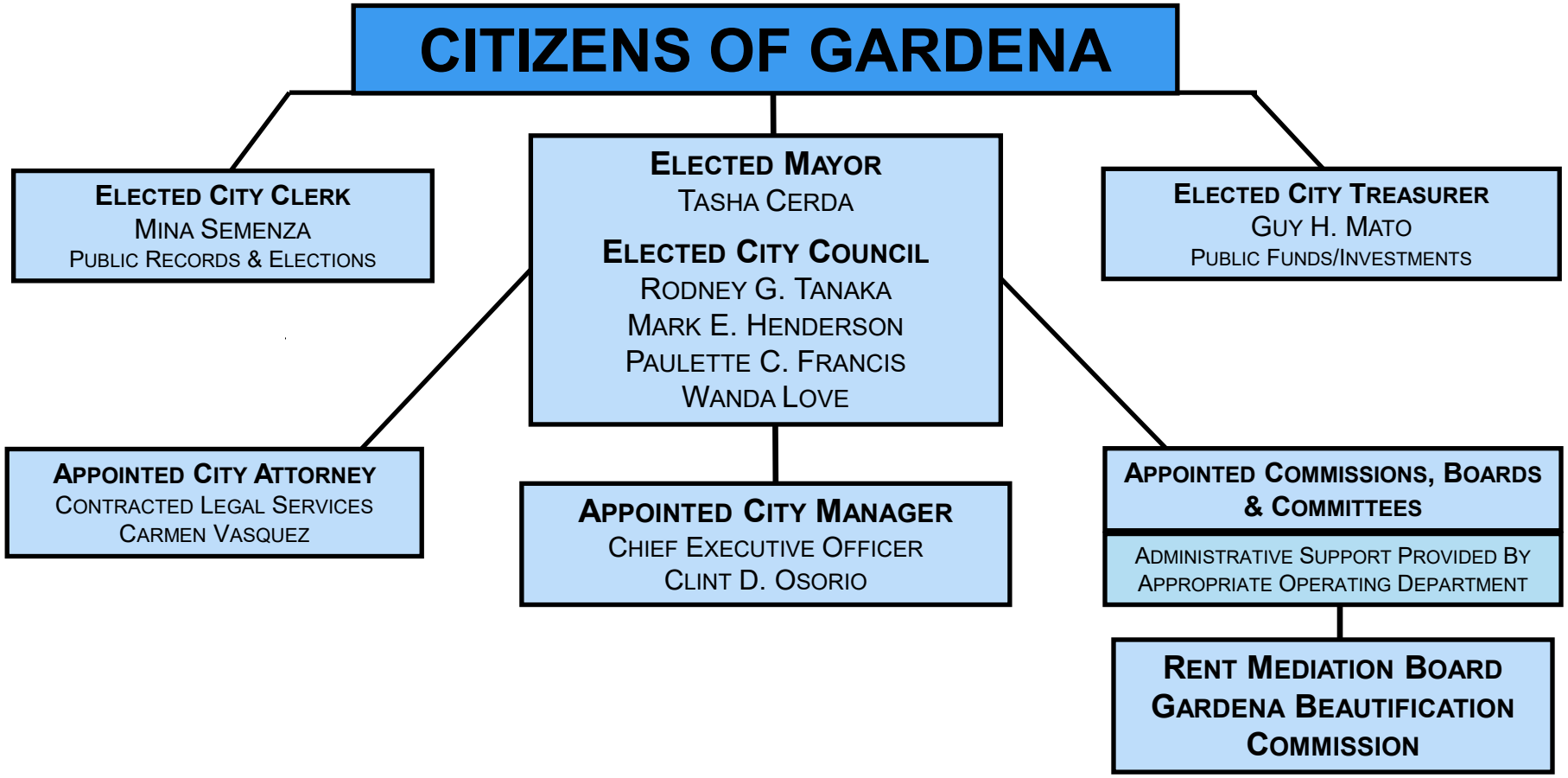
- Maintaining records and updating Municipal Codes
- Provides resources to the public and City staff
- Coordinates the publication and posting of ordinances, meetings, and other legal notices

CITY TREASURER

- Performs an oversight role of the investment of all public funds
- Advises the City Council with regard to the investment policies and oversight
- Serves on the Finance Committee

For more information:
www.cityofgardena.org

ELECTED & CITY MANAGER'S OFFICES

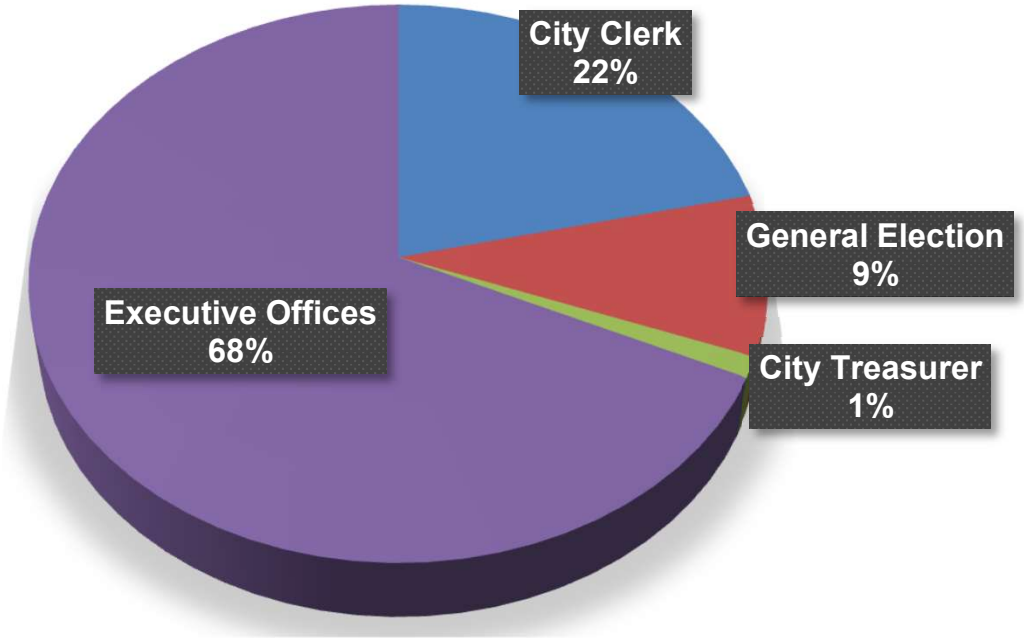


ELECTED & CITY MANAGER'S OFFICES

Staffing Plan - Full Time Equivalent Positions

ELECTED & CITY MANAGER'S OFFICE	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Mayor & City Council Office				
Elected Mayor	1.00	1.00	1.00	1.00
Elected Councilperson	4.00	4.00	4.00	4.00
Executive Office Assistant	1.00	1.00	1.00	1.00
Total Mayor/Council Office	**6.00**	**6.00**	**6.00**	**6.00**
City Clerk's Office				
Elected City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk/Records Management Officer	1.00	1.00	1.00	1.00
Records Management Coordinator	1.00	1.00	1.00	1.00
Deputy City Clerk I	1.00	1.00	1.00	1.00
Customer Service Clerk I	1.00	1.00	1.00	1.00
Total City Clerk's Office	**5.00**	**5.00**	**5.00**	**5.00**
City Treasurer's Office				
Elected City Treasurer	1.00	1.00	1.00	1.00
Total City Treasurer's Office	**1.00**	**1.00**	**1.00**	**1.00**
City Manager's Office				
City Manager (Appointed by City Council)	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Communications Liaison Officer	1.00	1.00	1.00	1.00
Administrative Aide	-	1.00	1.00	1.00
Administrative Coordinator	-	-	1.00	1.00
Administrative Analyst I	1.00	1.00	-	-
Intern	0.80	0.80	0.80	0.80
Joint Powers Authority Accountant	0.50	0.50	0.50	0.50
Gardena Beautification Commissioner		10.00	10.00	10.00
Rent Mediation Board Member	15.00	15.00	15.00	15.00
Total City Manager's Office	**20.30**	**31.30**	**31.30**	**31.30**
TOTAL ELECTED & APPOINTED POSITIONS	**22.00**	**32.00**	**32.00**	**32.00**
TOTAL FTE - ELECTED & CITY MANAGER'S OFFICES	**10.30**	**11.30**	**11.30**	**11.30**

Elected and City Manager's Office	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
City Clerk	472,604	497,906	582,183	618,048
General Election	270	189,277	-	270,000
City Treasurer	241,860	41,224	33,556	34,880
City Manager	1,323,031	1,374,381	1,945,742	1,972,732
Total Elected and City Manager's Office	**2,037,765**	**2,102,788**	**2,561,481**	**2,895,660**



ADMINISTRATIVE SERVICES

CITY OF GARDENA

The Administrative Services Department includes Human Resources, Information Technology, Finance, and Treasury Services. We safeguard the short and long-term financial stability of the community through prudent fiscal policies, coordinate the recruitment and retention of employees, and safeguard the city investments and resources. We are committed to providing excellent service to our internal departments and our community

Goal #1

Conduct an RFP to initiate the process of obtaining a new Enterprise Resource Planning (ERP) system for accounting, procurement, planning, payroll, human resources, permitting, licensing, etc.

Goal #2

Complete the citywide classification and compensation study to assure that best employees are recruited and retained.

Goal #3

Updating policies and procedures to maintain compliance, adapt to changes, and optimize organizational performance

For more information:
www.cityofgardena.org

ADMINISTRATIVE SERVICES

CITY MANAGER
CLINT OSORIO

DIRECTOR
RAY BEEMAN

TECHNOLOGY RESOURCES
- NETWORK INFRASTRUCTURE
- DESKTOP COMPUTER SUPPORT
- MOBILE DEVICES SUPPORT
- TELEPHONE ADMINISTRATION
- CABLE TELEVISION
- WEBMASTER
- GRAPHICS/PUBLICATIONS

FISCAL RESOURCES
- PAYROLL & BENEFITS
- ACCOUNTS PAYABLE & RECEIVABLE
- REVENUE MANAGEMENT/COLLECTIONS
- BUDGETING, AUDITING,
- GRANT/SPECIAL REVENUE ACCOUNTING
- FINANCIAL ANALYSIS & REPORTING
- CAPITAL FUNDING/DEBT ADMINISTRATION

HUMAN RESOURCES
- RECRUITMENT & HIRING
- CLASSIFICATION & COMPENSATION
- EMPLOYEE/RETIREE BENEFITS
- WORKERS COMPENSATION
- LABOR RELATIONS
- EMPLOYEE SERVICES

INVESTMENTS
- INVESTMENT MANAGEMENT
- INVESTMENT ANALYSIS
- ENSURE SUFFICIENT LIQUIDITY

PURCHASING
- PROCUREMENT
- SERVICE CONTRACTS
- PO ISSUANCE

RISK MANAGEMENT
- CLAIM PROCESSING
- PROPERTY DAMAGE PROCESSING
- PURCHASE CITYWIDE INSURANCE

ADMINISTRATIVE SERVICES

Staffing Plan - Full Time Equivalent Positions

ADMINISTRATIVE SERVICES (cont.)	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Fiscal Resources				
Director of Administrative Services	1.00	1.00	1.00	1.00
Chief Fiscal Officer	-	-	-	-
Revenue and Purchasing Manager	1.00	1.00	1.00	1.00
Accounting/Finance Manager	-	-	1.00	1.00
Cost Accountant	1.00	1.00	-	-
Administrative Analyst III	-	-	-	-
Administrative Analyst II	1.00	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00
Junior Accountant / Financial Services Technician	2.00	2.00	2.00	2.00
Payroll/Personnel Technician	1.00	1.00	1.00	1.00
Senior Account Clerk	1.50	2.00	2.00	2.00
Intern	-	0.50	-	-
Total Fiscal Resources	**9.50**	**10.50**	**10.00**	**10.00**
Human Resources				
Human Resources Manager	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Administrative Analyst I	-	-	-	-
Human Resources Coordinator	1.00	1.00	2.00	2.00
Risk Management Analyst	1.00	1.00	1.00	2.00
Intern	0.75	0.50	-	-
Total Human Resources	**5.75**	**5.50**	**6.00**	**7.00**
Treasury Services				
Deputy City Treasurer	1.00	1.00	1.00	1.00
Senior Account Clerk	-	1.00	1.00	1.00
Account Clerk	-	-	-	-
Intern	0.75	-	-	-
Total Treasury Services	**1.75**	**2.00**	**2.00**	**2.00**

Some positions are being funded by grants

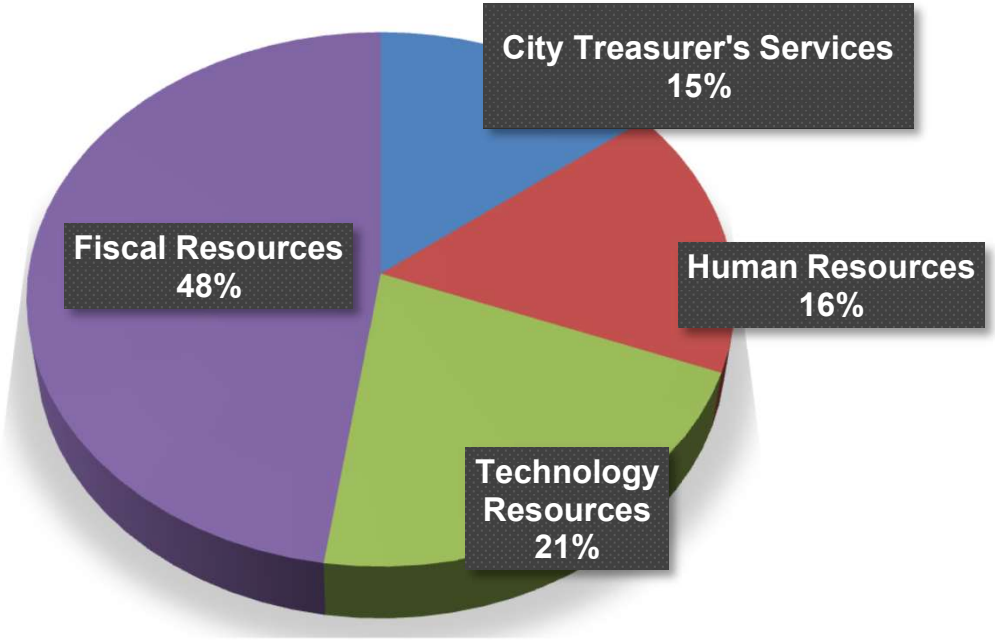
ADMINISTRATIVE SERVICES

Staffing Plan - Full Time Equivalent Positions

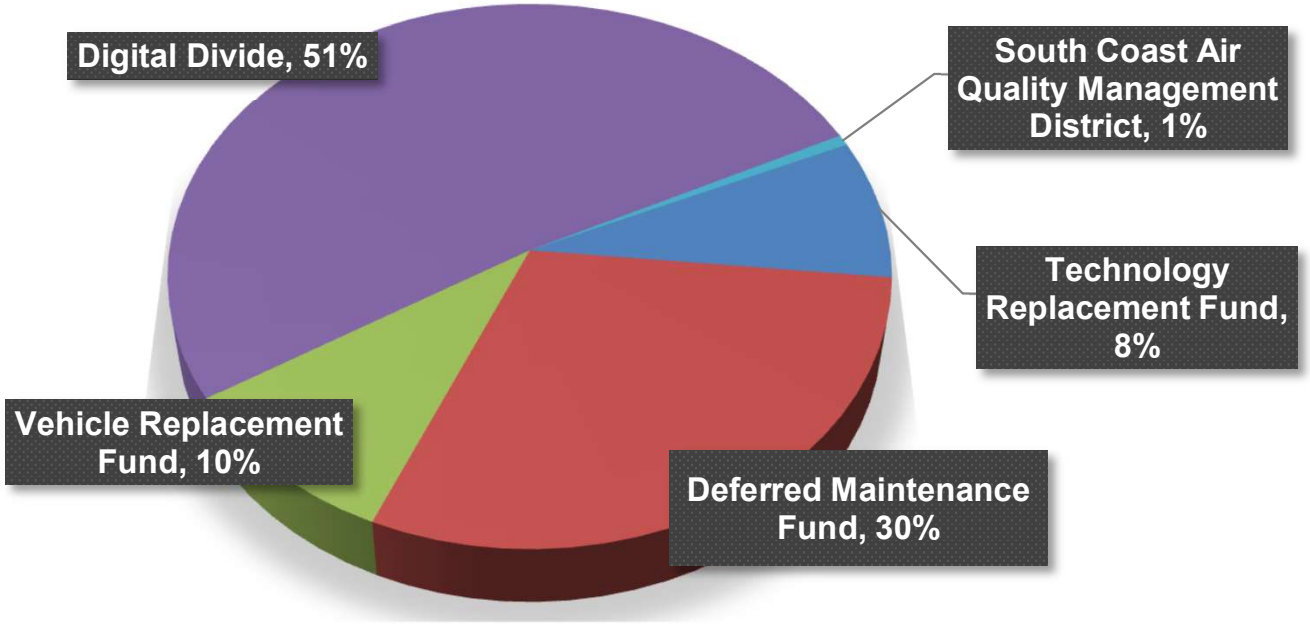
ADMINISTRATIVE SERVICES (cont.)	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Technology Resources				
Information Technology Supervisor	1.00	1.00	1.00	1.00
Information Technology Coordinator	1.00	1.00	1.00	1.00
Help Desk Technician	2.00	2.00	2.00	2.00
Intern	-	-		
Total Technology Resources	**4.00**	**4.00**	**4.00**	**4.00**
TOTAL FTE - ADMINISTRATIVE SERVICES	**21.00**	**22.00**	**22.00**	**23.00**

Some positions are being funded by grants

Administrative Services	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
City Treasurer's Services	-	221,486	292,952	499,331
Human Resources	520,184	435,140	637,210	565,255
Technology Resources	653,117	675,374	782,638	738,875
Fiscal Resources	1,262,122	1,319,016	1,627,067	1,642,354
Total Administrative Services	**2,435,423**	**2,651,015**	**3,339,867**	**3,445,815**



Special Revenue Funds Administrative Services	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Technology Replacement Fund	302,502	597,611	618,472	568,238
Deferred Maintenance Fund	892,729	380,553	1,411,582	2,061,911
Vehicle Replacement Fund	431,445	195,171	600,000	670,000
Digital Divide	-	207,430	3,800,000	3,542,900
South Coast Air Quality Management District	78,429	129,385	96,202	43,500
American Rescue Plan Act	969,295	1,566,822	1,586,364	-
Administrative Services Grants	33,954	73,748	-	-
Total Administrative Services Special Revenue Funds	**2,708,355**	**3,150,722**	**8,112,620**	**6,886,549**



COMMUNITY DEVELOPMENT

CITY OF GARDENA

The Community Development Department provides a variety of services. City Planning provides support to administer plans, programs, design guidelines, and new legislation. Economic Development is responsible for the attraction, retention, and expansion of businesses. Building and Safety reviews construction plans to ensure they meet state building codes, issue permits, and provides inspections. Code Enforcement and Animal Control ensure code compliance and investigate violations

Goal #1

Establish economic development programs to enhance business outreach, marketing, and investment to increase communication and partnership with local businesses.

Goal #2

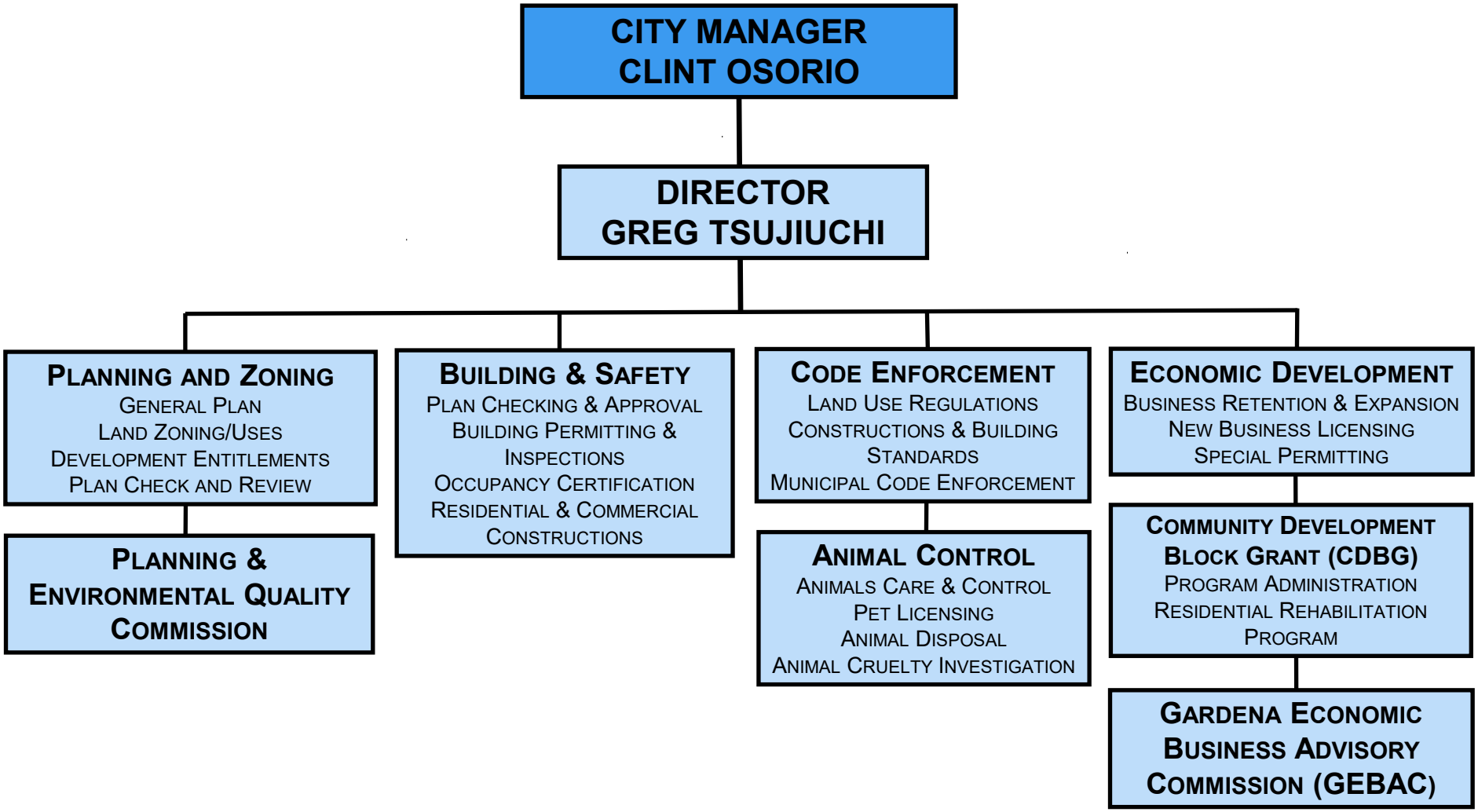
Continue enhancing the building plan check, inspection, and permitting processes by continuing to streamline tasks and minimize redundancy.

Goal #3

Become proactive in code enforcement activities to ensure the municipal code is adhered to on the consistent basis.

For more information:
www.cityofgardena.org

COMMUNITY DEVELOPMENT

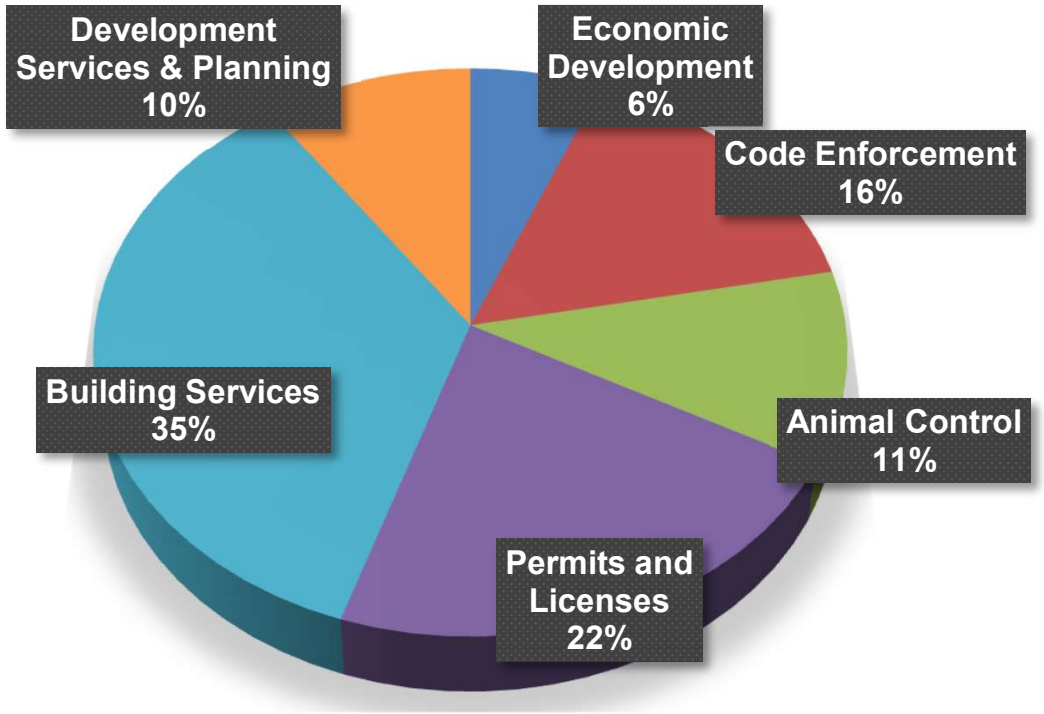


COMMUNITY DEVELOPMENT

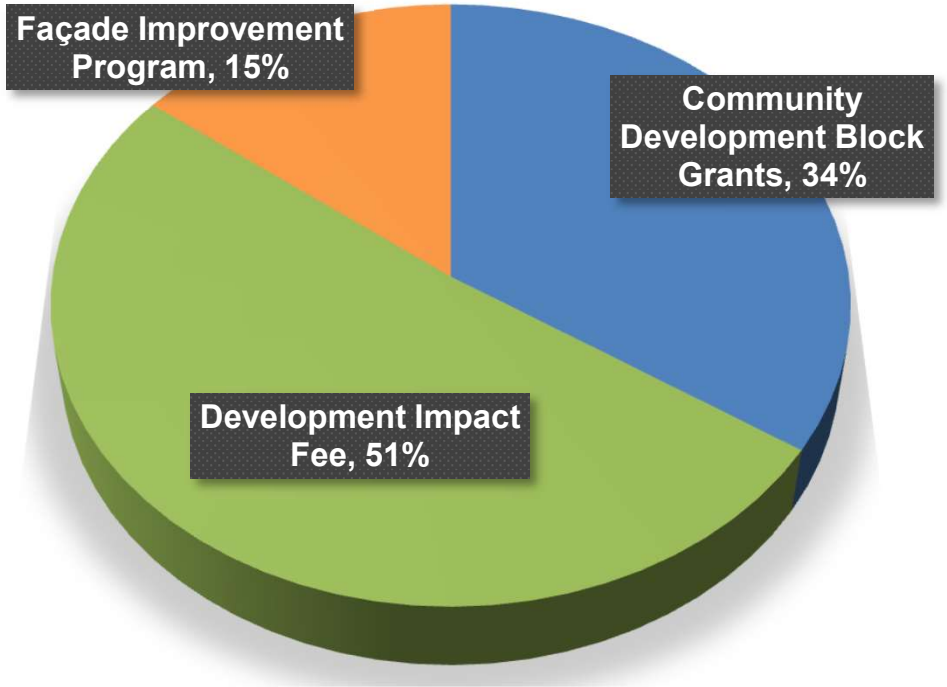
Staffing Plan - Full Time Equivalent Positions

COMMUNITY DEVELOPMENT	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Code Enforcement & Animal Control				
Code Enforcement Officer	2.00	3.00	3.00	3.00
Code Enforcement Supervisor	-	1.00	1.00	1.00
Community Service Officer	1.75	1.75	1.75	1.75
Total Code Enforcement & Animal Control	**3.75**	**5.75**	**5.75**	**5.75**
Economic Development				
Economic Development Manager	1.00	1.00	1.00	1.00
Gardena Economic Business Advisory Commissioner	10.00	10.00	10.00	10.00
Total Economic Development	**11.00**	**11.00**	**11.00**	**11.00**
Building, Development & Planning				
Director of Community Development	1.00	1.00	1.00	1.00
Assistant Director of Community Development	-	-	-	1.00
Community Development Manager			1.00	-
Administrative Analyst I			1.00	1.00
General Building Inspector	2.00	2.00	2.00	2.00
Planning Assistant	1.00	1.00	2.00	2.00
Planning Associate	-	1.00	-	-
Planning Commissioner	5.00	5.00	5.00	5.00
Program Coordinator	1.00	1.00	-	-
Senior Planner	1.00	1.00	-	-
Intern	-	-	0.60	0.60
Total Building, Development & Planning	**11.00**	**12.00**	**12.60**	**12.60**
Permits & Licences				
Customer Service Clerk I	0.60	0.60	-	-
Permit/Licensing Technician I	2.00	3.00	3.00	3.00
Permit/Licensing Technician II	2.00	2.00	2.00	2.00
Total Permits & Licences	**4.60**	**5.60**	**5.00**	**5.00**
TOTAL ELECTED & APPOINTED POSITIONS	**15.00**	**15.00**	**15.00**	**15.00**
TOTAL FTE - COMMUNITY DEVELOPMENT	**15.35**	**19.35**	**19.35**	**19.35**

Community Development	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Economic Development	170,808	199,456	209,274	224,575
Code Enforcement	139,641	392,428	544,583	566,869
Animal Control	227,443	288,163	382,237	394,666
Permits and Licenses	532,678	660,576	643,251	805,356
Building Services	1,308,738	1,153,367	1,288,484	1,271,595
Development Services & Planning	167,470	252,079	328,138	352,054
Total Community Development	**2,546,776**	**2,946,069**	**3,395,967**	**3,615,115**



Special Revenue Funds Community Development	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Community Development Block Grants	129,422	239,241	1,146,950	543,994
Gardena Boulevard Revitalization	-	9,713	2,000,000	-
Development Impact Fee	14,234	7,095	30,000	811,000
SB 2 Planning Grant	41,573	66,073	-	-
Local Early Action Planning (LEAP) Grant	88,299	2,511	-	-
Façade Improvement Program	-	8,797	250,000	231,000
Total Community Development Special Revenue Funds	**273,529**	**333,429**	**3,426,950**	**1,585,994**



GTRANS
CITY OF GARDENA

Providing transit service to the City of Gardena and surrounding communities for over 84 years, GTrans provides safe and reliable transportation to the communities we serve. Providing nearly 2 million trips annually using a fleet of alternatively-fueled, zero-emission buses, the service area extends to various cities in the South Bay. In addition, GTrans operates a paratransit service called Flexi for seniors and person with disabilities residing in the City of Gardena.

Goal #1

Develop and implement employee training programs to improve customer service, leadership, and communication skill sets.

Goal #2

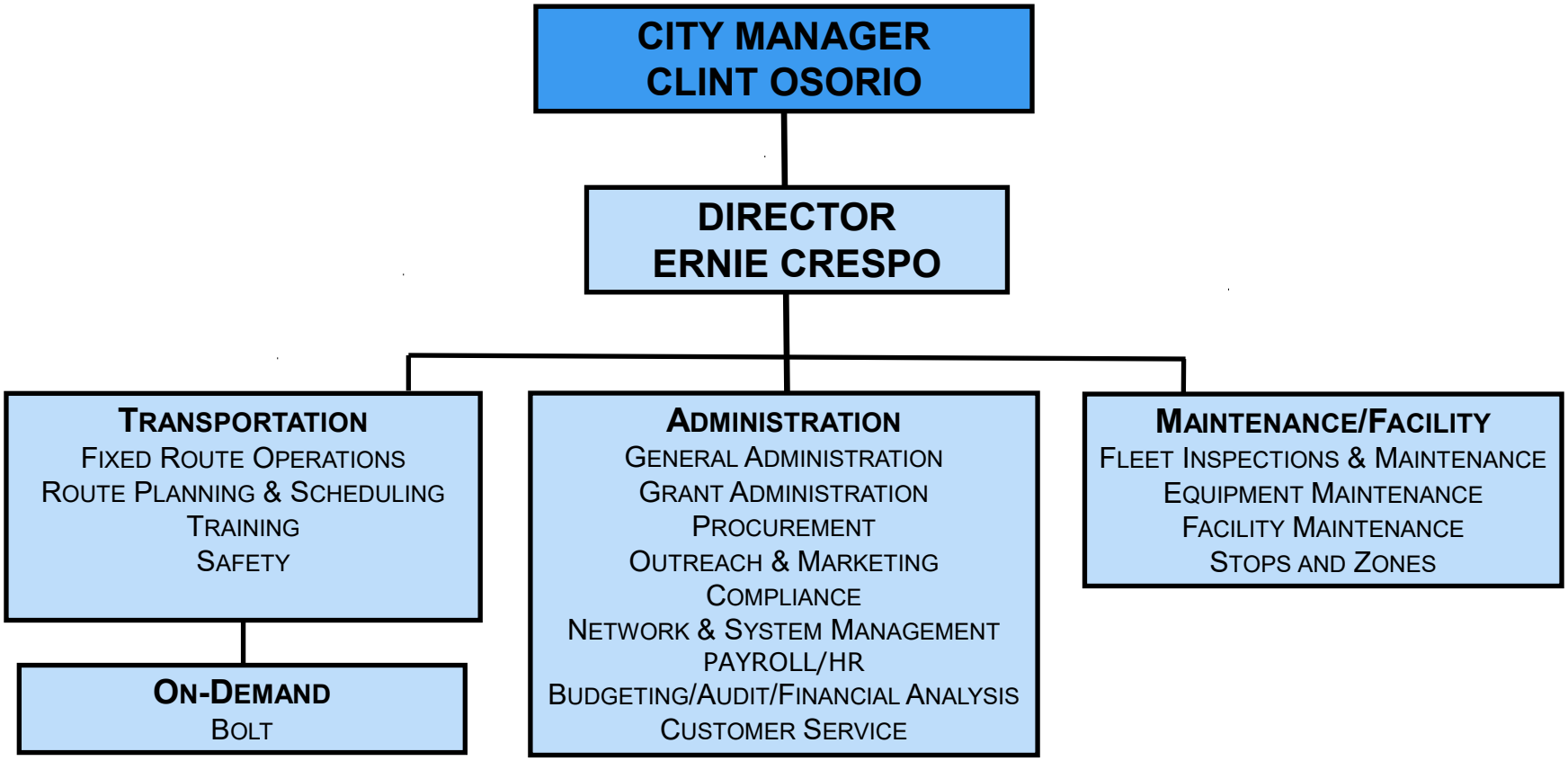
Design and construct infrastructure to support both Compressed Natural Gas fueling and the charging of zero-emission battery electric buses and energy generation through installation of charging stations, solar panels and battery storage.

Goal #3

Identify and implement new service opportunities that will provide improved mobility for GTrans customers, and promote efficiencies within the design and operation of the service.

For more information:
www.ridegtrans.com

GTRANS


CITY MANAGER
CLINT OSORIO
DIRECTOR
ERNIE CRESPO
TRANSPORTATION
FIXED ROUTE OPERATIONS
ROUTE PLANNING & SCHEDULING
TRAINING
SAFETY
ON-DEMAND
BOLT
ADMINISTRATION
GENERAL ADMINISTRATION
GRANT ADMINISTRATION
PROCUREMENT
OUTREACH & MARKETING
COMPLIANCE
NETWORK & SYSTEM MANAGEMENT
PAYROLL/HR
BUDGETING/AUDIT/FINANCIAL ANALYSIS
CUSTOMER SERVICE
MAINTENANCE/FACILITY
FLEET INSPECTIONS & MAINTENANCE
EQUIPMENT MAINTENANCE
FACILITY MAINTENANCE
STOPS AND ZONES

GTRANS

Staffing Plan - Full Time Equivalent Positions

TRANSPORTATION	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Transit Administration				
Director of Transportation	1.00	1.00	1.00	1.00
Assistant Director of Transportation			1.00	1.00
Transit Administrative Officer	1.00	1.00	-	-
Transit Operations Officer	1.00	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00	1.00
Transit Administration Supervisor	1.00	1.00	1.00	1.00
Administrative Analyst III	-	-	1.00	1.00
Administrative Analyst II	1.00	1.00	2.00	2.00
Information Technology Systems Analyst	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00
Finance & Regulatory Analyst			1.00	1.00
Administrative Analyst I	1.00	1.00	-	-
Administrative Aide	2.00	2.00	3.00	3.00
Administrative Coordinator	1.00	1.00	2.00	2.00
Financial Services Technician	1.00	1.00	1.00	1.00
Program Coordinator	1.00	1.00	-	-
Transit Marketing Coordinator	1.00	1.00	1.00	1.00
Human Resource Technician	-	-	1.00	1.00
Secretary	-	-	-	-
Customer Service Clerk I	1.00	2.00	2.00	2.00
Intern	1.50	1.50	3.00	3.00
Total Transit Administration	**16.50**	**17.50**	**23.00**	**23.00**

All positions are being funded by grants

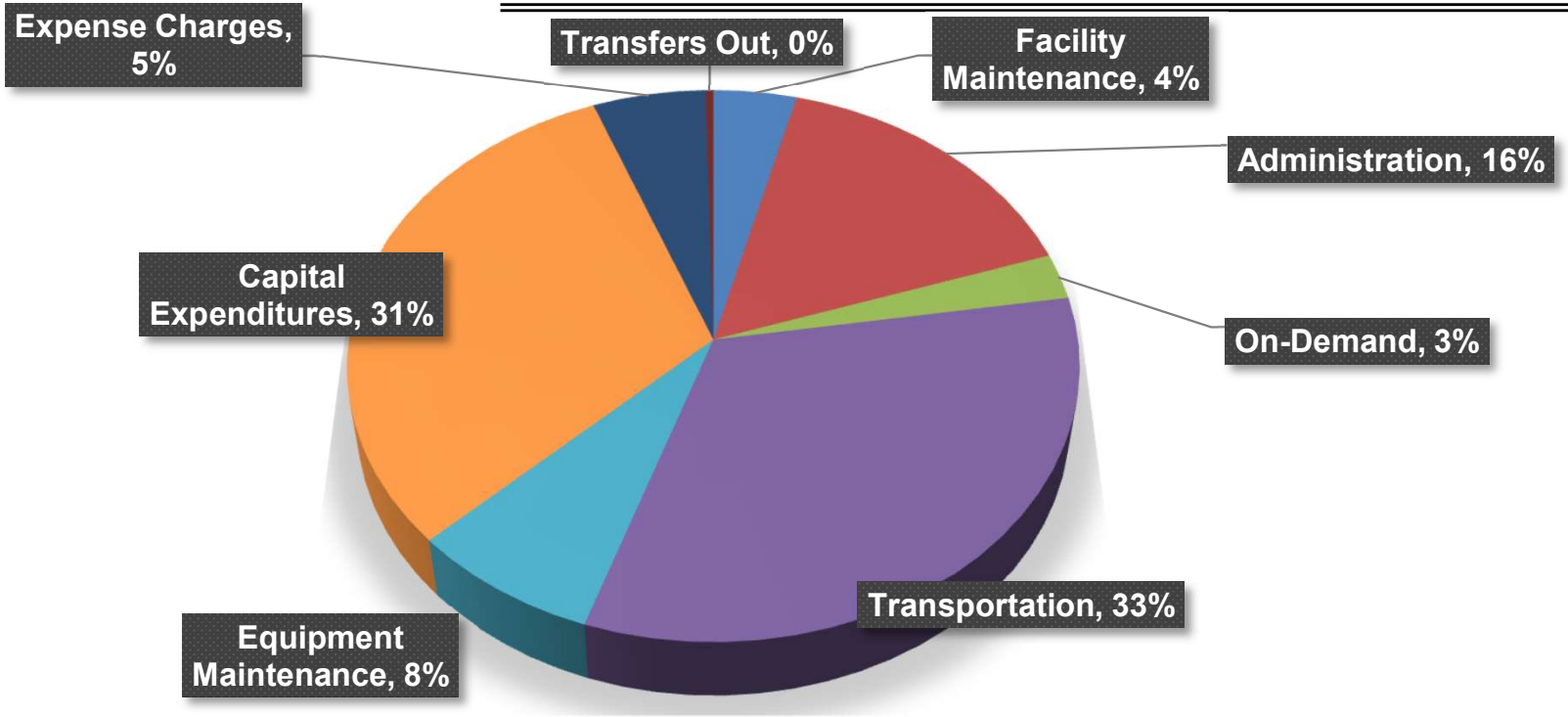
GTRANS

Staffing Plan - Full Time Equivalent Positions

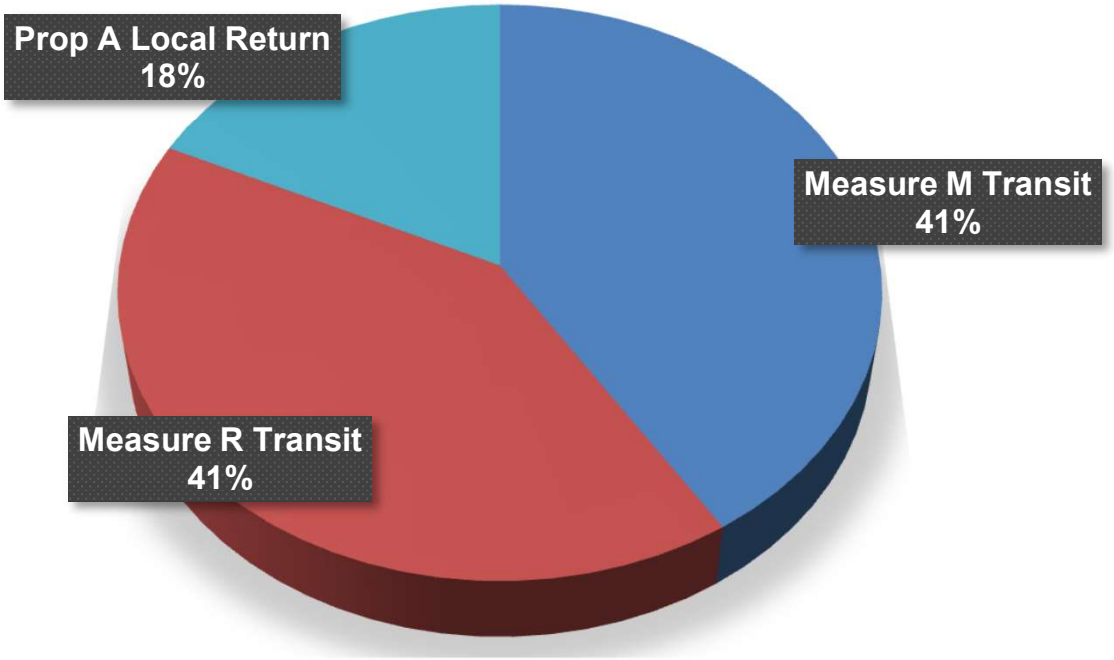
TRANSPORTATION cont.	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Transit Operations				
Transit Operations Manager	1.00	1.00	1.00	1.00
Transit Training and Safety Supervisor	1.00	1.00	-	-
Transit Safety and Risk Manager			1.00	1.00
Transit Training Supervisor			1.00	1.00
Tranit Operations Training Coordinator	1.00	1.00	2.00	2.00
Transit Planning & Scheduling Analyst	1.00	1.00	1.00	1.00
Assistant Transit Operations Manager	1.00	1.00	1.00	1.00
Transportation Operations Supervisor	11.00	11.00	12.00	12.00
Bus Operators	74.80	76.80	71.00	71.00
On-Demand Transit Dispatcher	1.00	1.00	3.00	3.00
On-Demand (Micro/Paratransit) Operator			4.00	8.00
Paratransit Drivers	5.46	6.30	4.00	-
Relief Bus Operator Trainees	2.00	2.00	1.00	1.00
Relief Bus Operators	13.50	13.50	13.50	13.50
Total Transit Operations	**112.76**	**115.60**	**115.50**	**115.50**
Transit Maintenance				
Transit Maintenance Manager	1.00	1.00	1.00	1.00
Tranist Maintenance Coordinator	1.00	1.00	1.00	1.00
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00
Transit Equipment Mechanics - Lead	2.00	2.00	2.00	2.00
Transit Equipment Mechanics	7.00	7.00	8.00	8.00
Transit Mechanic I			1.00	1.00
Transit Parts/Storeroom Coordinator	2.00	2.00	2.00	2.00
Maintenance Coordinator	1.00	1.00	-	-
Sr. Building Maintenance Worker	1.00	1.00	1.00	1.00
Sr. Transit Utility Specialist	2.00	2.00	2.00	2.00
Apprentice Mechanic	1.00	1.00	1.00	1.00
Equipment Utility Worker II	1.00	1.00	2.00	2.00
Equipment Utility Worker I	5.00	5.00	4.00	4.00
Total Transit Maintenance	**26.00**	**26.00**	**27.00**	**27.00**
TOTAL FTE - TRANSPORTATION	**155.26**	**159.10**	**165.50**	**165.50**

All positions are being funded by grants

GTrans	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Facility Maintenance	901,844	943,174	1,790,819	1,814,579
Administration	5,872,908	8,313,684	6,955,570	7,167,467
On-Demand	517,942	581,869	1,174,162	1,201,125
Transportation	10,725,388	10,998,038	14,147,183	14,781,921
Equipment Maintenance	2,961,355	2,952,327	3,345,419	3,506,382
Capital Expenditures	-	-	6,617,546	14,107,359
Expense Charges	2,305,675	2,471,676	2,471,676	2,471,676
Transfers Out	130,417	129,671	129,541	167,860
Total GTrans	**23,415,530**	**26,390,439**	**36,631,916**	**45,218,369**



Special Revenue Funds GTrans	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Measure M Transit	2,002,959	3,677,910	4,162,084	4,162,084
Measure R Transit	1,029,772	3,681,854	4,174,379	4,174,379
Prop 1B Capital	57,493	77,511	-	-
Prop 1B Security	9,460	12,288	-	-
Prop A Local Return	1,817,315	1,678,443	1,869,324	1,827,289
Total GTrans Special Revenue Funds	**4,916,999**	**9,128,006**	**10,205,787**	**10,163,752**



POLICE DEPARTMENT

CITY OF GARDENA

Our role is to foster a responsible partnership with the community to identify, reduce, eliminate, and prevent problems that impact community safety and order. Our employees provide law enforcement services directed toward achieving the goals and objectives of the Police Department and the City. While adhering to the Law Enforcement Code of Ethics, we execute our activities along with our fellow departments to ensure that all work efforts effectively mobilize the resources of the department to promote public safety in our community.

Goal #1

Succession Planning:
Develop innovative ways to recruit, mentor, and retain the next generation of employees at the Gardena Police Department.

Goal #2

District Policing:
Continue to evolve our community policing outreach to strengthen trust with our community partners.

Goal #3

Innovation & Technology to Create a Safer Future:
Use innovation and technology to increase safety and effectiveness when impacting crime and disorder.

For more information:
www.gardenapd.org

POLICE

CITY MANAGER
CLINT OSORIO

CHIEF OF POLICE
MICHAEL SAFFELL

OPERATIONS DIVISION
- Traffic Bureau
- District Policing Program
- Special Weapons And Tactics (SWAT)
- Patrol Bureau
- K9 Unit
- Explorer Program
- Peer Support/Wellness
- City Cameras
- Mobile Field Force
- Emergency Operations Center (EOC)
- Gardena Community Emergency Response Training (CERT)

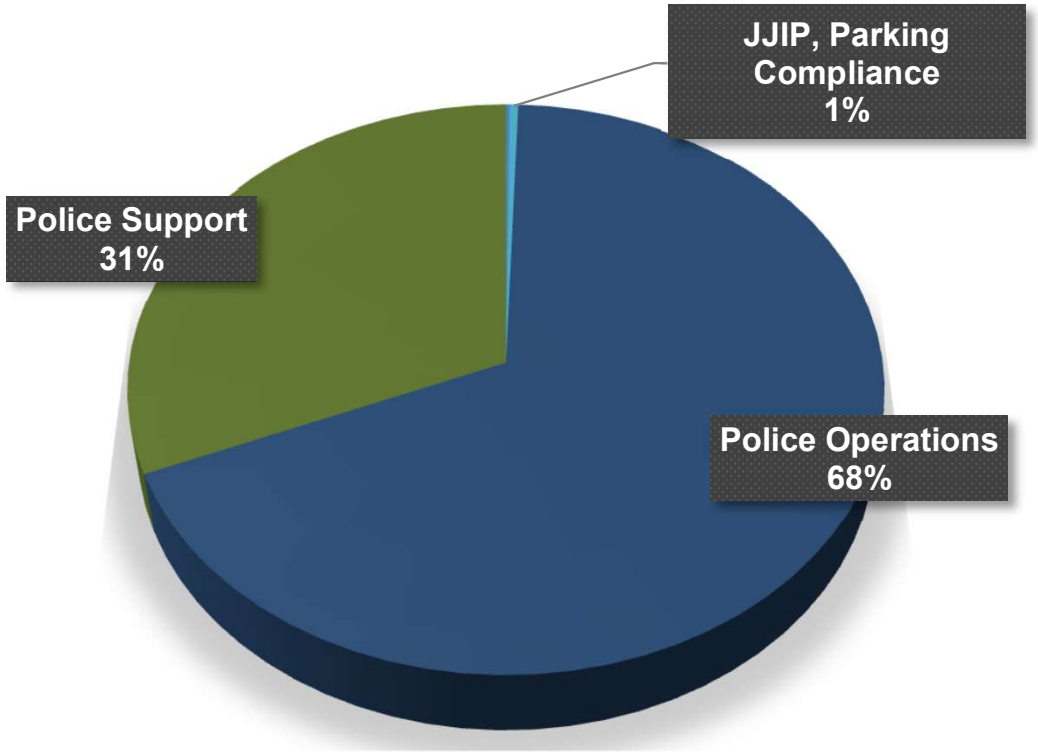
SUPPORT SERVICES DIVISION
- Detective Bureau
- Special Tasks & Response Team
- Special Investigation Unit
- Records/Jail/Training/Property
- Professional Standards
- Administration
- Internal Affairs
- Training & Equipment
- Fleet Maintenance
- Gardena Mental Evaluation Team (GMET)
- Gardena Juvenile Justice And Intervention Program (GJJIP)

POLICE

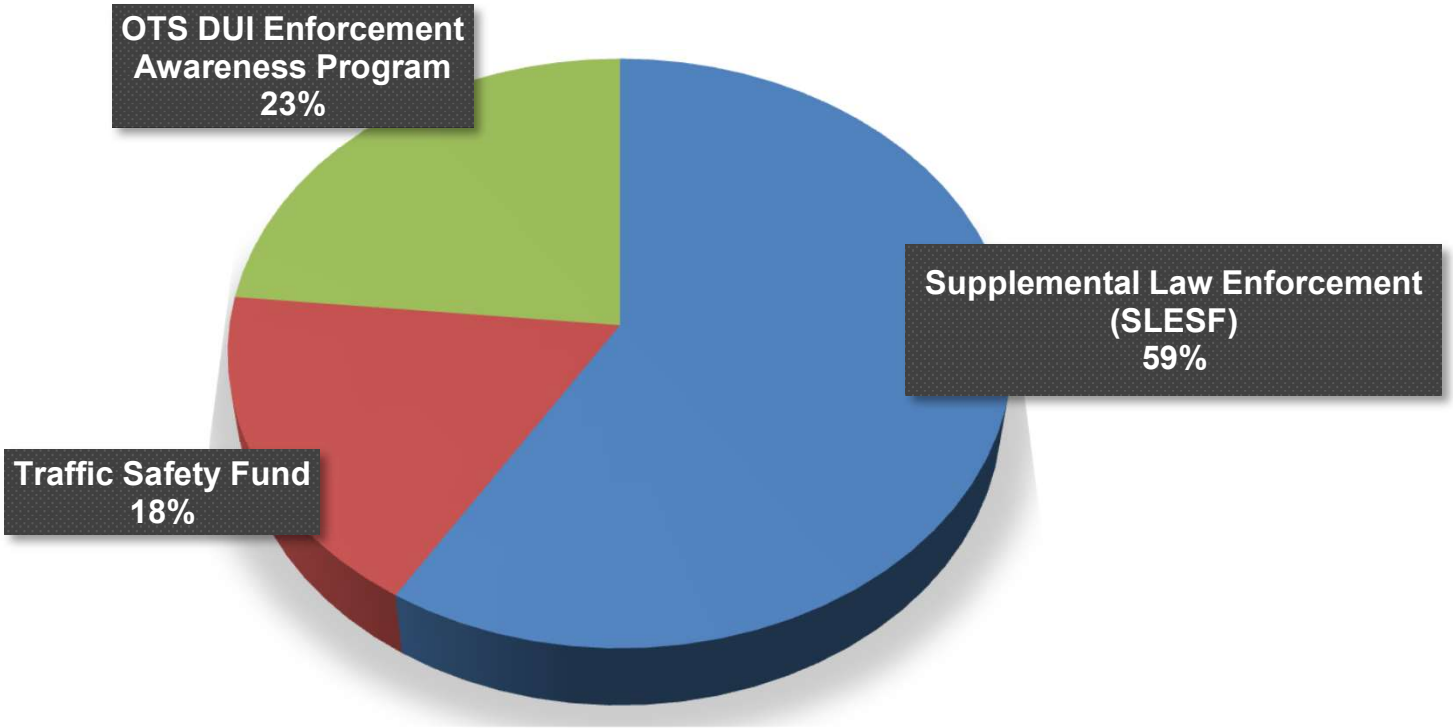
Staffing Plan - Full Time Equivalent Positions

POLICE DEPARTMENT	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Sworn Staffing				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00
Police Sergeant	14.00	14.00	14.00	14.00
Police Officer	64.00	66.00	66.00	66.00
Police Trainee	2.00	2.00	2.00	2.00
Total Sworn	**89.00**	**91.00**	**91.00**	**91.00**
Non-Sworn Staffing				
Administrative Management Analyst I	0.40	0.40	0.40	0.40
Admin Support Services Supervisor	1.00	1.00	1.00	1.00
Crime Analyst	-	-	1.00	1.00
Forensic Technician	1.00	1.00	-	-
Supervising Case Manager	-	-	-	1.00
Executive Assistant to Chief of Police	1.00	1.00	1.00	1.00
Administrative Analyst I	-	-	-	1.00
Property and Evidence Technician	-	-	1.00	1.00
Administrative Aide	1.00	2.00	2.00	1.00
Police Service Officer	10.00	11.00	11.00	11.00
Police Records Technician II	4.00	4.00	5.00	5.00
Police Records Technician I	4.00	4.00	5.00	5.00
Police Service Technician	2.00	1.00	-	-
Court Liaison	-	-	-	1.00
Police Assistant	15.50	14.50	14.50	13.50
Total Non-Sworn	**39.90**	**39.90**	**41.90**	**42.90**
TOTAL FTE - POLICE DEPARTMENT	**128.90**	**130.90**	**132.90**	**133.90**

Police Department	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Juvenile Justice & Intervention Program	44,524	49,100	70,000	70,000
Transit Security	234,820	51,690	-	-
Parking Compliance	151,561	151,482	150,100	150,100
Police Operations	20,957,913	22,687,857	24,444,914	26,218,270
Police Support	10,186,369	10,072,257	11,303,538	11,995,195
Total Police	**31,575,188**	**33,012,386**	**35,968,552**	**38,433,565**



Special Revenue Funds Police Department	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Supplemental Law Enforcement (SLESF)	129,583	89,924	-	251,000
Traffic Safety Fund	75,500	75,500	75,500	75,500
OTS DUI Enforcement Awareness Program	110,900	109,968	100,000	100,000
Police Grants	83,227	94,739	-	-
Total Police Department Special Revenue Funds	**399,209**	**370,130**	**175,500**	**426,500**



PUBLIC WORKS

CITY OF GARDENA

The Public Works Department maintains the safety and aesthetics of the city streets, facilities, parks, medians, and equipment at the highest standards. The department provides continual maintenance and improvement of the City's physical infrastructure and facilities and provides quality engineering services.

Goal #1

Implement Capital Improvement Program (CIP) per Sewer Master Plan

Goal #2

Manage the development of three (3) major new park projects

Goal #3

Improve the Gardena Willows Wetland Preserve through grants and active maintenance

For more information:
www.cityofgardena.org

PUBLIC WORKS

CITY MANAGER
CLINT OSORIO

DIRECTOR
ALLAN RIGG

OPERATIONS & MAINTENANCE

STREET MAINTENANCE
- STREET SWEEPING
- GRAFFITI ABATEMENT
- TRAFFIC SIGNS & SIGNALS
- STORM DRAIN SYSTEM
- TRAFFIC PAINTING/STRIPING
- FLEET MAINTENANCE

PARK MAINTENANCE
- PARK MAINTENANCE
- TREE TRIMMING
- MEDIAN MAINTENANCE
- ARTESIA LANDSCAPING DISTRICT
- FACILITY MAINTENANCE

BUILDING MAINTENANCE

ADMINISTRATION
- MANAGE WASTE HAULER CONTRACT
- GRANT MANAGEMENT
- PROCESS INVOICES/PO'S
- KEEP GARDENA BEAUTIFUL DAY
- SHREDDING EVENT
- COMPOST EVENT
- HOUSEHOLD HAZARDOUS & ELECTRONIC WASTE EVENT

ENGINEERING
- CAPITAL IMPROVEMENT PROGRAM (CIP)
- PRIVATE DEVELOPMENT & PERMITS
- STORMWATER MANAGEMENT
- UTILITIES

SEWER SYSTEM (ENTERPRISE FUND)
- SEWER MAINTENANCE

PUBLIC WORKS

Staffing Plan - Full Time Equivalent Positions

PUBLIC WORKS	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Administration				
Director of Public Works	1.00	1.00	1.00	1.00
Administrative Analyst II	1.00	1.00	1.00	1.00
Program Coordinator	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	-	-
Public Works Coordinator			1.00	1.00
Intern	0.50	0.50	0.50	0.50
Total Parks	**4.50**	**4.50**	**4.50**	**4.50**
Facilities				
Senior Building Maintenace Worker	1.00	1.00	1.00	1.00
Sr. Maintenance Worker	-	-		
Building Maintenance Worker	1.00	1.00	1.00	1.00
Building Maintenance Lead	1.00	1.00	1.00	1.00
Home Improvement Maintenance Helper	1.00	1.00	1.00	1.00
Total Facilities	**4.00**	**4.00**	**4.00**	**4.00**
Parks				
Public Works Superintendent	1.00	1.00	1.00	1.00
Park Maintenance Lead	2.00	2.00	2.00	2.00
Tree Trimmer II	2.00	2.00	2.00	2.00
Park Maintenance Worker II	3.00	3.00	3.00	3.00
Park Maintenance Worker I	4.50	4.50	5.50	5.50
Total Parks	**12.50**	**12.50**	**13.50**	**13.50**

Some positions are being funded by grants

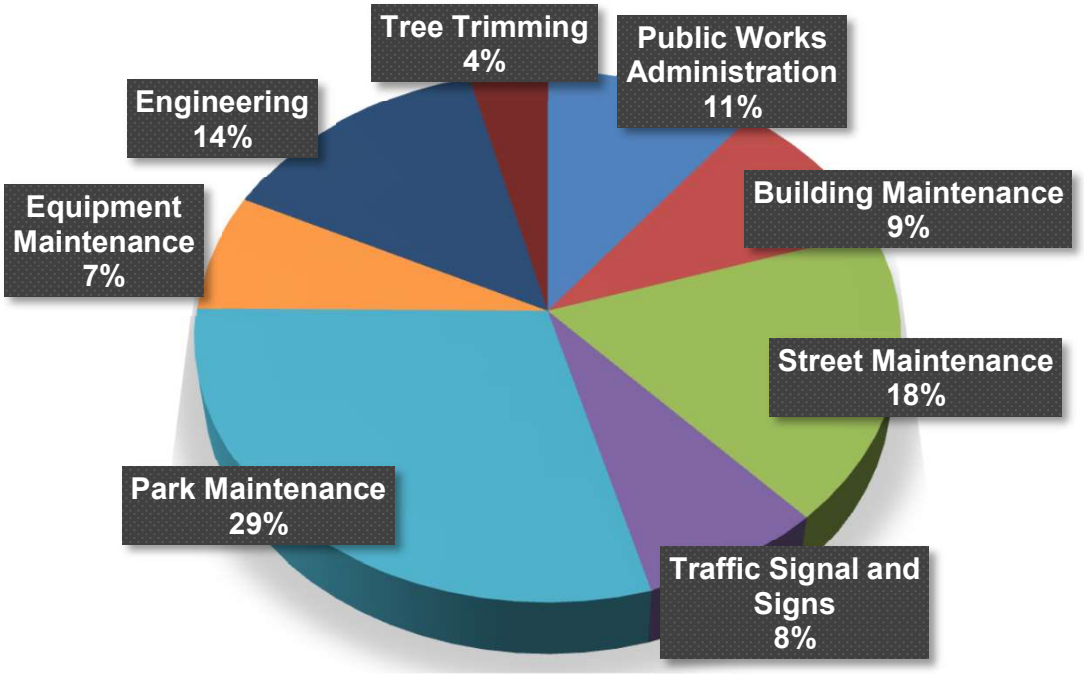
PUBLIC WORKS

Staffing Plan - Full Time Equivalent Positions

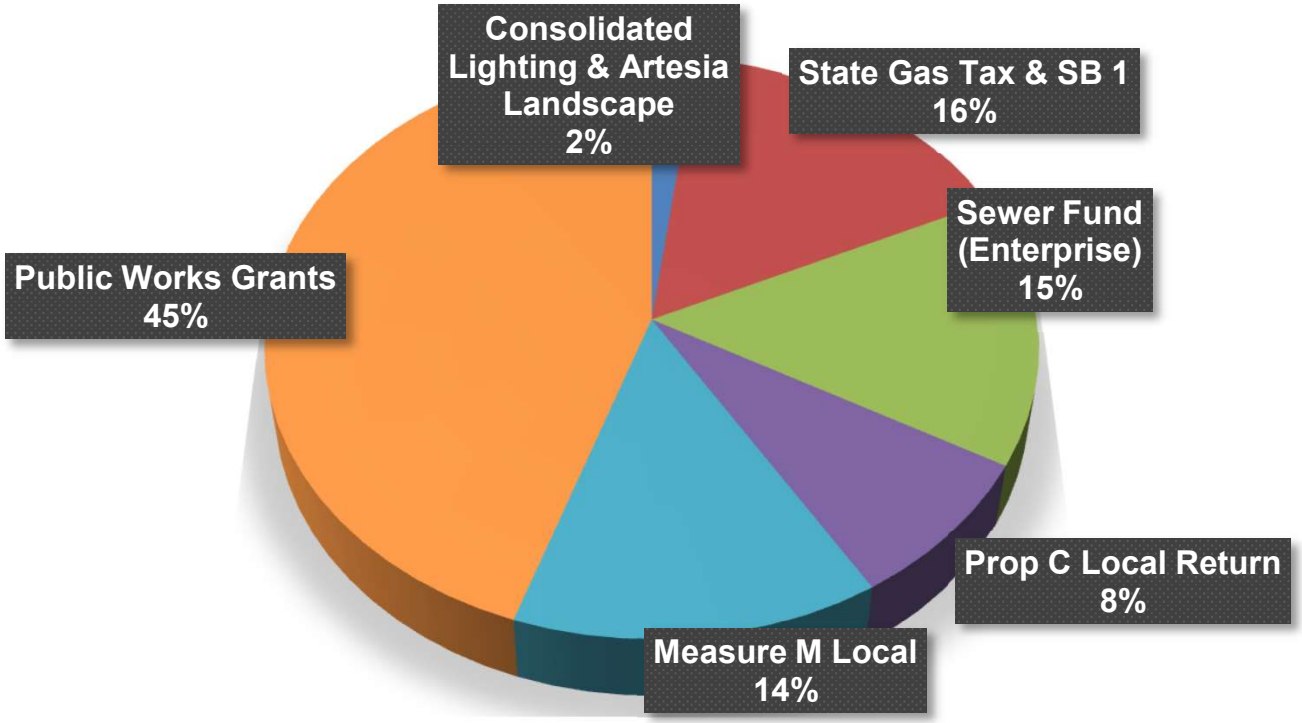
PUBLIC WORKS cont.	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Engineering				
Assistant Director of Public Works/City Engineer	1.00	1.00	1.00	1.00
Principal Civil Engineer	-	-	-	-
Civil Engineer	1.00	1.00	1.00	1.00
Associate Engineer	1.00	1.00	1.00	1.00
Assistant Engineer	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
Public Works Inspector	1.00	1.00	1.00	1.00
Total Engineering	**6.00**	**6.00**	**6.00**	**6.00**
Streets				
Public Work Lead	2.00	2.00	2.00	2.00
Electrical/Signal Technician I	1.00	1.00	-	-
Electrical/Signal Technician II	1.00	1.00	2.00	2.00
Lead Equipment Mechanic	1.00	1.00	1.00	1.00
Equipment Mechanic	1.00	1.00	1.00	1.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00
Street Traffic Painter	1.00	1.00	1.00	1.00
Street Sweeper Operator	2.00	2.00	2.00	2.00
Sewer Maintenance Worker	2.00	2.00	2.00	2.00
Street Maintenance Workers	2.00	2.00	2.00	2.00
Graffiti Technician	1.00	1.00	1.00	1.00
Right-of-Way Worker	4.30	4.30	5.00	5.00
Total Streets	**20.30**	**20.30**	**21.00**	**21.00**
TOTAL FTE - PUBLIC WORKS	**47.30**	**47.30**	**49.00**	**49.00**

Some positions are being funded by grants

Public Works	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Public Works Administration	574,200	627,571	777,086	799,633
Building Maintenance	652,538	544,847	687,490	717,027
Street Maintenance	1,313,954	1,238,744	1,293,485	1,355,522
Traffic Signal and Signs	628,232	647,699	555,634	580,895
Park Maintenance	1,834,547	1,846,032	2,197,239	2,225,590
Equipment Maintenance	463,562	537,224	517,025	536,967
Engineering	709,410	833,533	1,002,149	1,044,849
Tree Trimming	234,075	256,114	286,372	297,182
Total Public Works	**6,410,516**	**6,531,765**	**7,316,480**	**7,557,665**



Special Revenue Funds Public Works	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Consolidated Lighting & Artesia Landscape	738,116	900,236	1,173,452	956,915
State Gas Tax & SB 1	1,258,832	3,719,522	6,780,028	7,399,844
Sewer Fund (Enterprise)	2,036,761	1,963,061	5,549,817	6,925,056
Prop C Local Return	1,924,917	2,310,235	4,031,151	3,780,323
Measure M Local	747,706	441,587	3,637,621	6,511,490
Public Works Grants	2,013,043	2,680,883	18,944,982	20,688,520
Total Public Works Special Revenue Funds	**8,719,374**	**12,015,524**	**40,117,051**	**46,262,148**



RECREATION & HUMAN SERVICES

CITY OF GARDENA

The Recreation & Human Services Department is responsible for providing a broad array of recreation, social and community services to a diverse community of individuals, families, and organizations. The department is advised by four (4) commissions appointed by the City Council: Recreation & Parks, Senior Citizens, Youth, and Human Services. The department has four (4) divisions: Custodial Services, Recreation, Human Services, and Aquatic & Senior Center.

Goal #1

To support and promote the quality of life and the local economy; and ensure public safety by providing a number of quality of safe, accessible, and affordable programs.

Goal #2

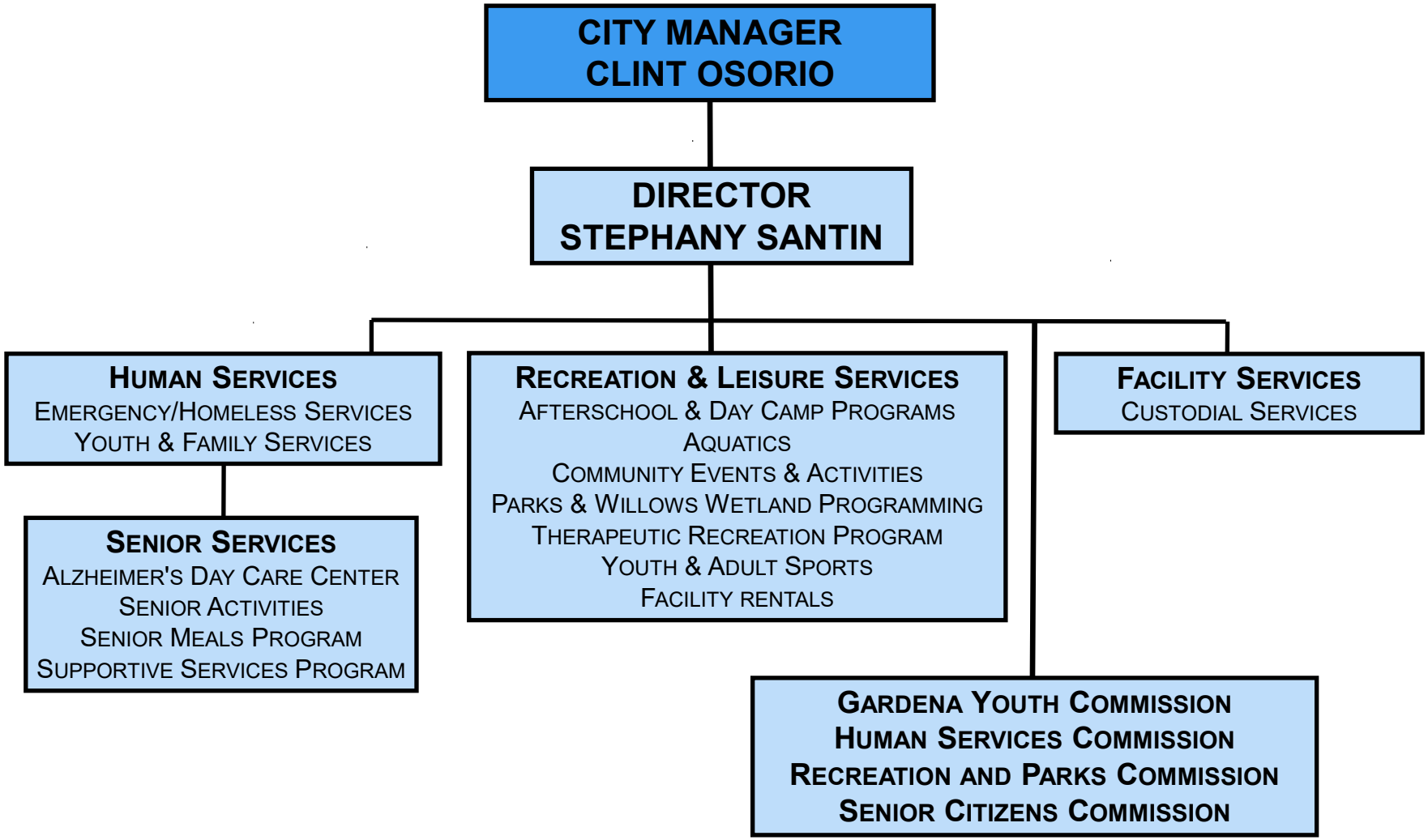
Facilitate, volunteer, and provide recreational opportunities for individuals with disabilities that promote an optimal lifestyle.

Goal #3

Provide a wide variety of events and community services which facilitate community unity, engagement, and cultural participation.

For more information:
www.cityofgardena.org

RECREATION & HUMAN SERVICES



RECREATION & HUMAN SERVICES

Staffing Plan - Full Time Equivalent Positions

RECREATION & HUMAN SERVICES	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Recreation				
Director of Recreation & Human Services	1.00	1.00	1.00	1.00
Recreation Program Administrator	1.00	1.00	1.00	1.00
Administrative Coordinator	-	-	1.00	-
Administrative Analyst I	1.00	1.00	-	1.00
Recreation Supervisor	2.00	2.00	2.00	3.00
Intern	0.60	0.60	1.00	1.00
Community Services Counselor	2.00	2.00	2.00	-
Community Center Coordinator	1.00	1.00	1.00	1.00
Recreation Coordinator	3.00	3.00	3.00	3.00
Recreation Leader II	3.80	3.80	3.80	3.80
Recreation Leader I	15.46	15.46	17.26	16.76
Customer Service Clerk I	-	-	-	1.00
Activity Coordinator	2.00	1.00	1.00	1.00
Recreation Instructor	-	-	3.00	3.00
Recreation Commissioner	5.00	5.00	5.00	5.00
Senior Citizens Commissioner	5.00	5.00	5.00	5.00
Human Services Commissioner	5.00	5.00	5.00	5.00
Gardena Youth Commissioner	10.00	10.00	10.00	10.00
Total Recreation	**57.86**	**56.86**	**62.06**	**61.56**
Facilities				
Custodian Lead	1.59	1.59	1.00	1.00
Custodian II	8.00	8.00	8.00	8.00
Custodian I	3.50	3.50	5.30	4.80
Total Facilities	**13.09**	**13.09**	**14.30**	**13.80**

Some positions are being funded by grants

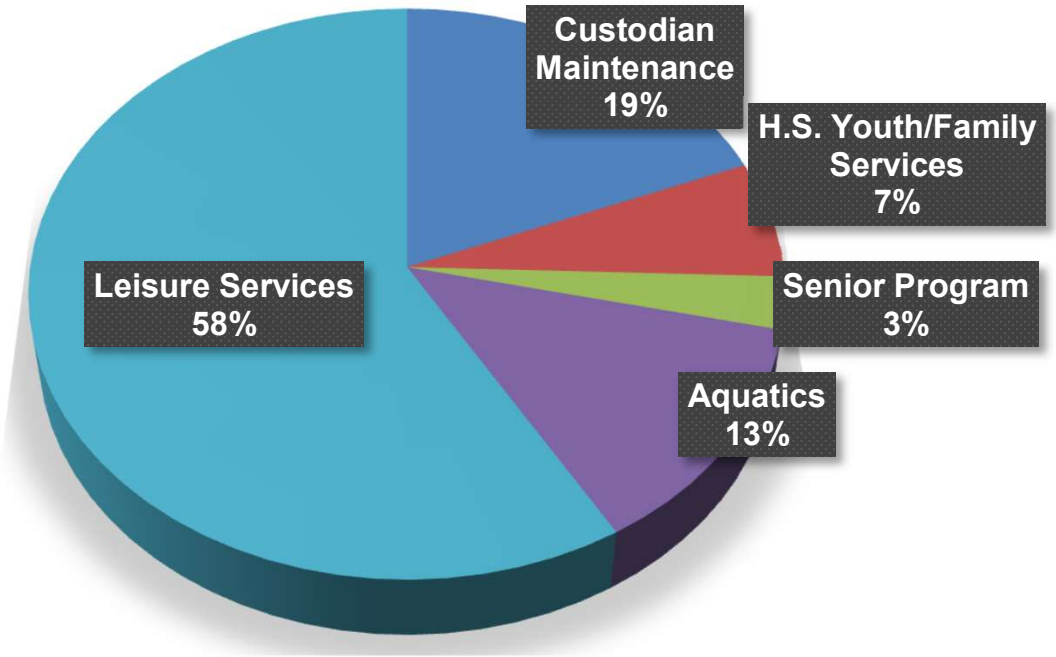
RECREATION & HUMAN SERVICES

Staffing Plan - Full Time Equivalent Positions

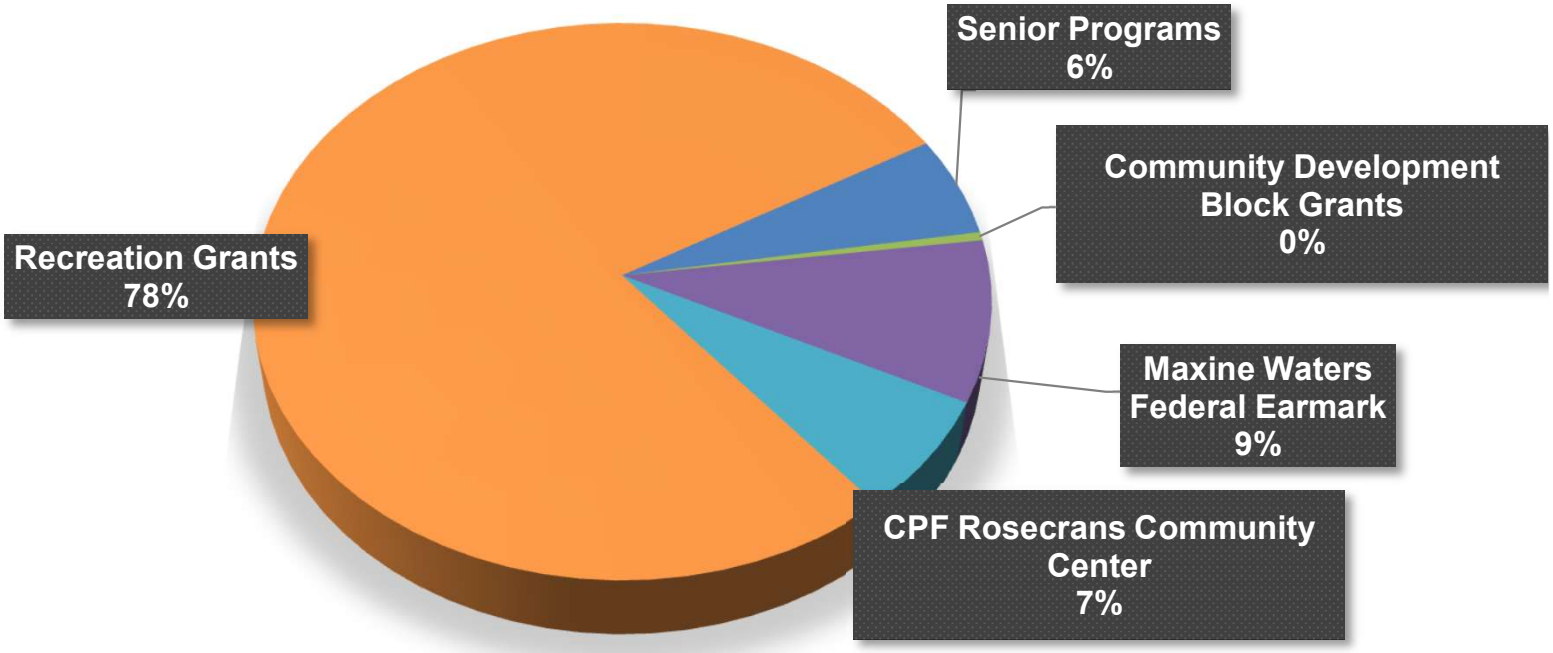
RECREATION & HUMAN SERVICES cont.	Budgeted FY 22/23	Budgeted FY 23/24	Budgeted FY 24/25	Proposed Amended FY 25/26
Human Services				
Administrative Coordinator	1.00	1.00	1.00	1.00
Human Services Aide	1.18	1.18	2.70	2.70
Community Aide II	1.00	1.00	1.00	1.00
Certified Nursing Assistant	1.44	1.44	1.44	1.44
Nutrition Services Coordinator	3.00	3.00	3.00	2.00
Social Services Coordinator	-	-	-	1.00
Homeless Coordinator	1.00	1.00	1.00	-
Human Services Coordinator	-	-	-	3.00
Meal Services Coordinator	2.41	2.41	2.41	2.41
Geriatric Aide	0.40	0.40	0.40	0.40
Total Human Services	**11.43**	**11.43**	**12.95**	**14.95**
Aquatic & Senior Center				
Recreation & Human Services Manager	-	1.00	1.00	1.00
Community Center Coordinator	-	1.00	1.00	1.00
Activity Coordinator	-	1.00	1.00	1.00
Administrative Aide	-	1.00	1.00	-
Office Specialist	-	-	1.00	1.00
Swim Instructor	-	-	1.75	3.50
Lifeguard/Instructor	-	7.50	7.50	7.50
Intern	-	-	0.35	0.35
Total Aquatic & Senior Center	**-**	**11.50**	**14.60**	**15.35**
TOTAL ELECTED & APPOINTED POSITIONS	**25.00**	**25.00**	**25.00**	**25.00**
TOTAL FTE - RECREATION & HUMAN SERVICES	**57.38**	**67.88**	**78.91**	**80.66**

Some positions are being funded by grants

Recreation & Human Services	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Custodian Maintenance	1,068,800	1,017,688	1,266,083	1,274,906
H.S. Youth/Family Services	372,150	386,368	448,117	445,283
Senior Program	-	69,860	189,927	200,157
Aquatics	-	-	1,238,129	876,574
Leisure Services	2,525,977	3,064,652	3,446,673	3,943,243
Total Recreation & Human Services	**3,966,927**	**4,538,567**	**6,588,929**	**6,740,163**

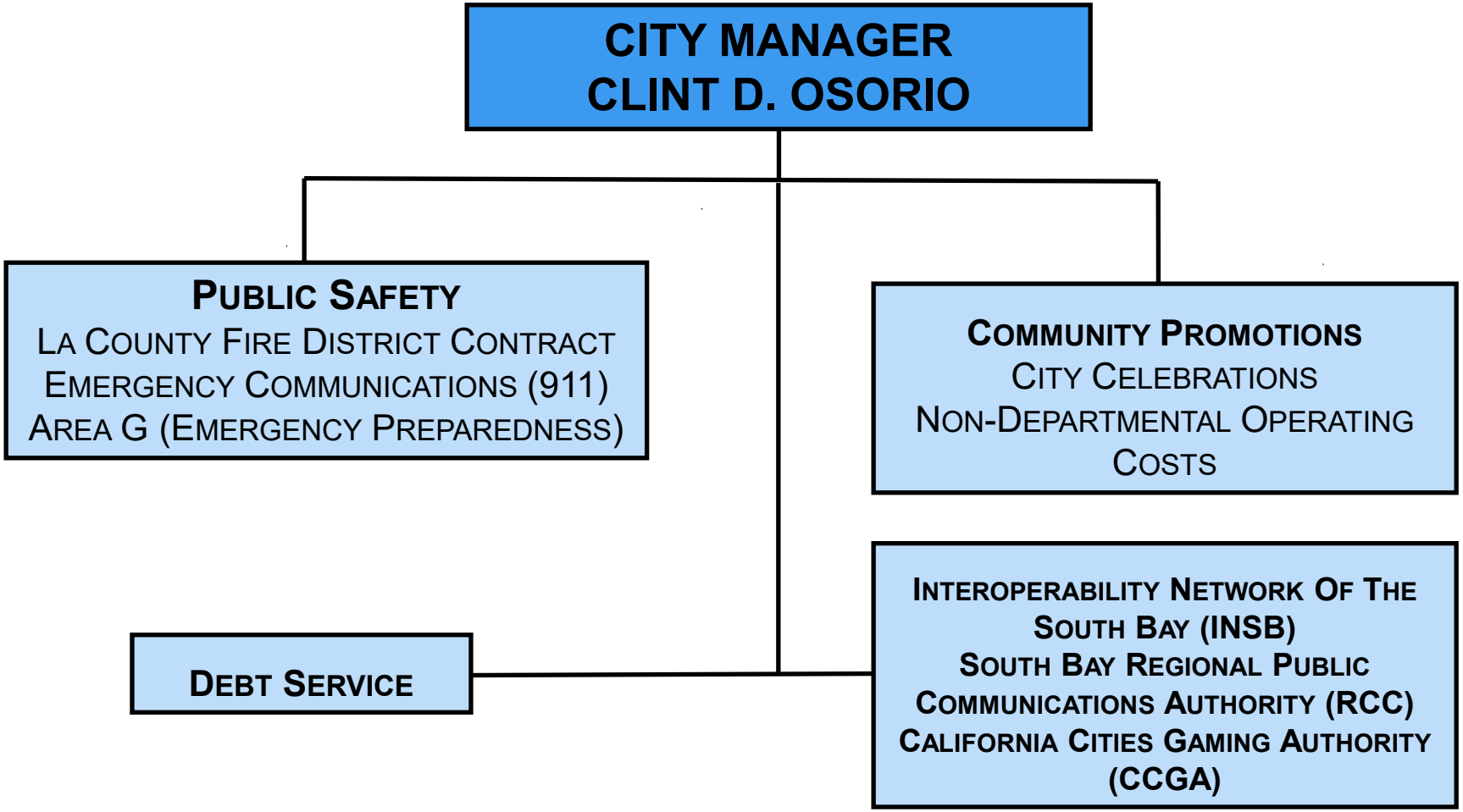


Special Revenue Funds Recreation & Human Services	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Senior Programs	897,400	954,274	849,910	868,908
Family Child Care	3,107,344	1,462,521	-	-
Community Development Block Grants	33,525	44,094	88,840	72,469
Maxine Waters Federal Earmark	-	-	1,400,000	1,400,000
CPF Rosecrans Community Center	-	-	-	1,000,000
Recreation Grants	1,898,740	5,684,754	18,854,229	11,652,295
Total Recreation & Human Services Special Revenue Funds	**5,937,009**	**8,145,643**	**21,192,979**	**14,993,672**

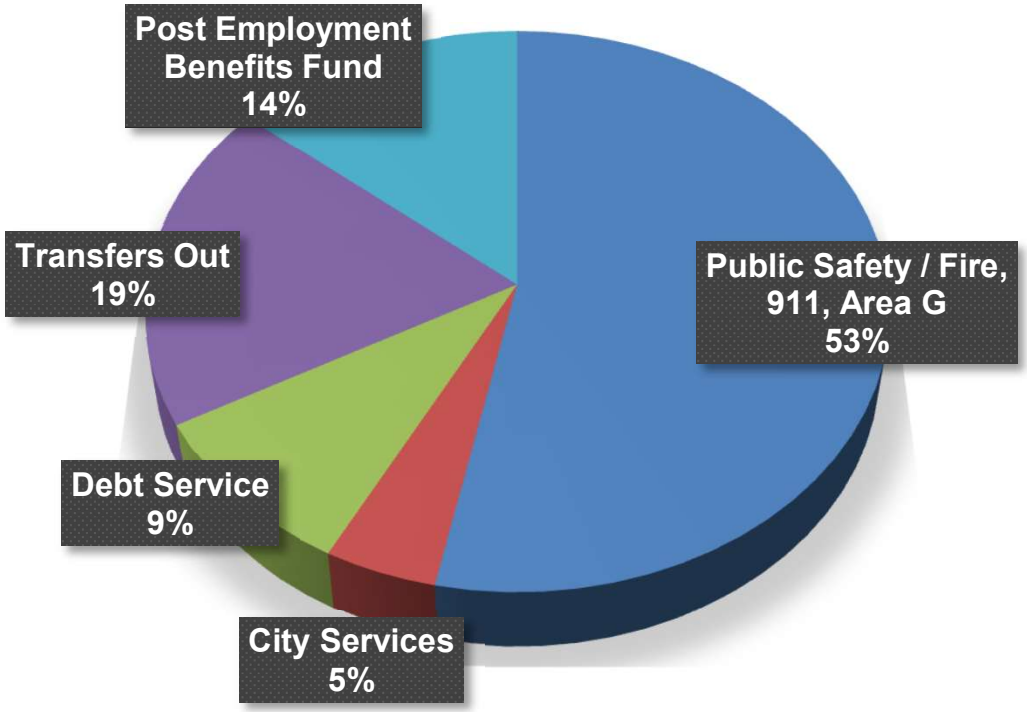


NON-DEPARTMENTAL

NON-DEPARTMENTAL



Non-Departmental	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Public Safety / Fire, 911, Area G	12,253,554	13,689,106	14,645,597	15,247,240
City Services	2,838,990	2,345,752	1,069,730	1,289,108
Debt Service	2,989,894	2,970,462	2,659,165	2,653,425
Transfers Out	15,536,459	16,782,476	8,719,876	5,453,982
Post Employment Benefits Fund	3,216,034	3,463,192	3,853,983	4,003,982
City OPEB Trust Fund	-	750,000	600,000	550,000
Unfunded Accrued Liabilities (UAL) Fund	-	-	-	600,000
Total Non-Departmental	**36,834,931**	**40,000,988**	**31,548,351**	**29,797,737**



CAPITAL IMPROVEMENT PROGRAM (CIP), DEBT SERVICE, and INTERNAL SERVICE FUNDS

CAPITAL IMPROVEMENT PROGRAM (CIP)

PROPOSED AMENDED BUDGET

FY 2025/2026

CAPITAL IMPROVEMENT PROGRAM (CIP)

FY 2025-2026

PARK & FACILITY IMPROVEMENTS — $27,115,146

City parks & facilities, playgrounds, facility grounds, and public parkways

STREETS, SEWER & STORMWATER IMPROVEMENTS — $40,940,142

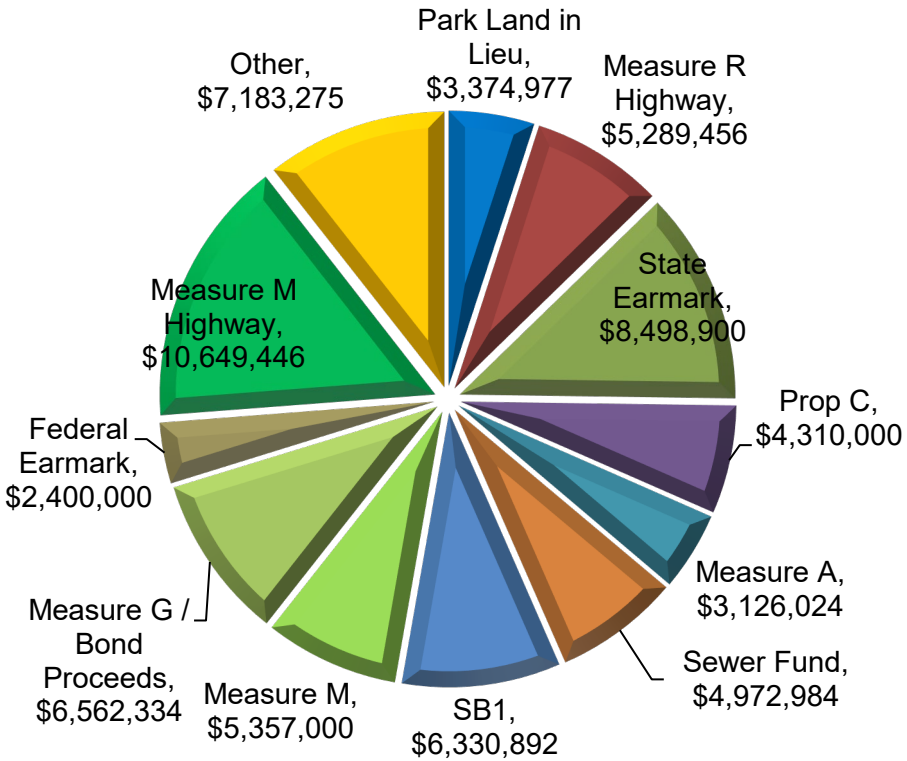
Maintain City streets, sanitary sewers, storm drain systems, sidewalks, curbs, crosswalks, traffic signals and signs

Ensure compliance with State & County mandated safety and air/water quality program

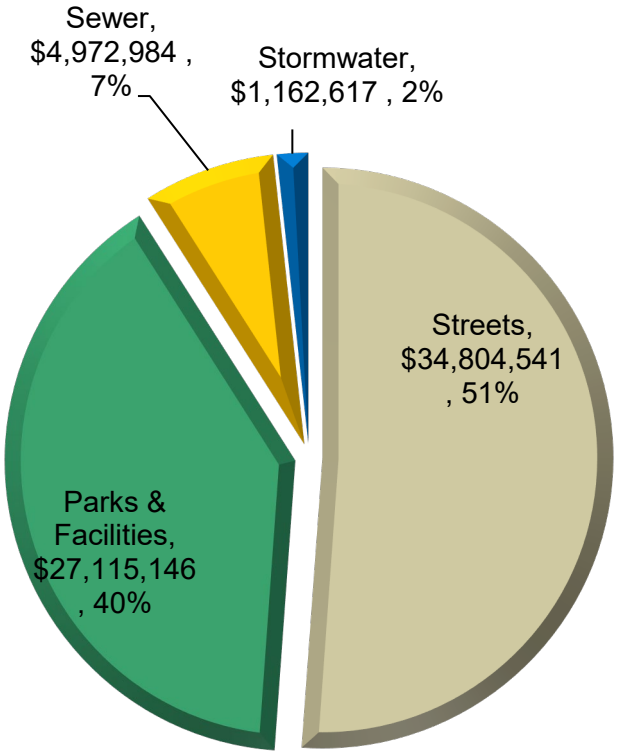
CAPITAL IMPROVEMENT PROGRAM BUDGET TOTAL	$68,055,288

Capital Improvement Program
Proposed Amended Budget Fiscal Year 2025-2026

CAPITAL REVENUE
… Where the money comes from ...



CAPITAL EXPENDITURES
… Where the money goes...

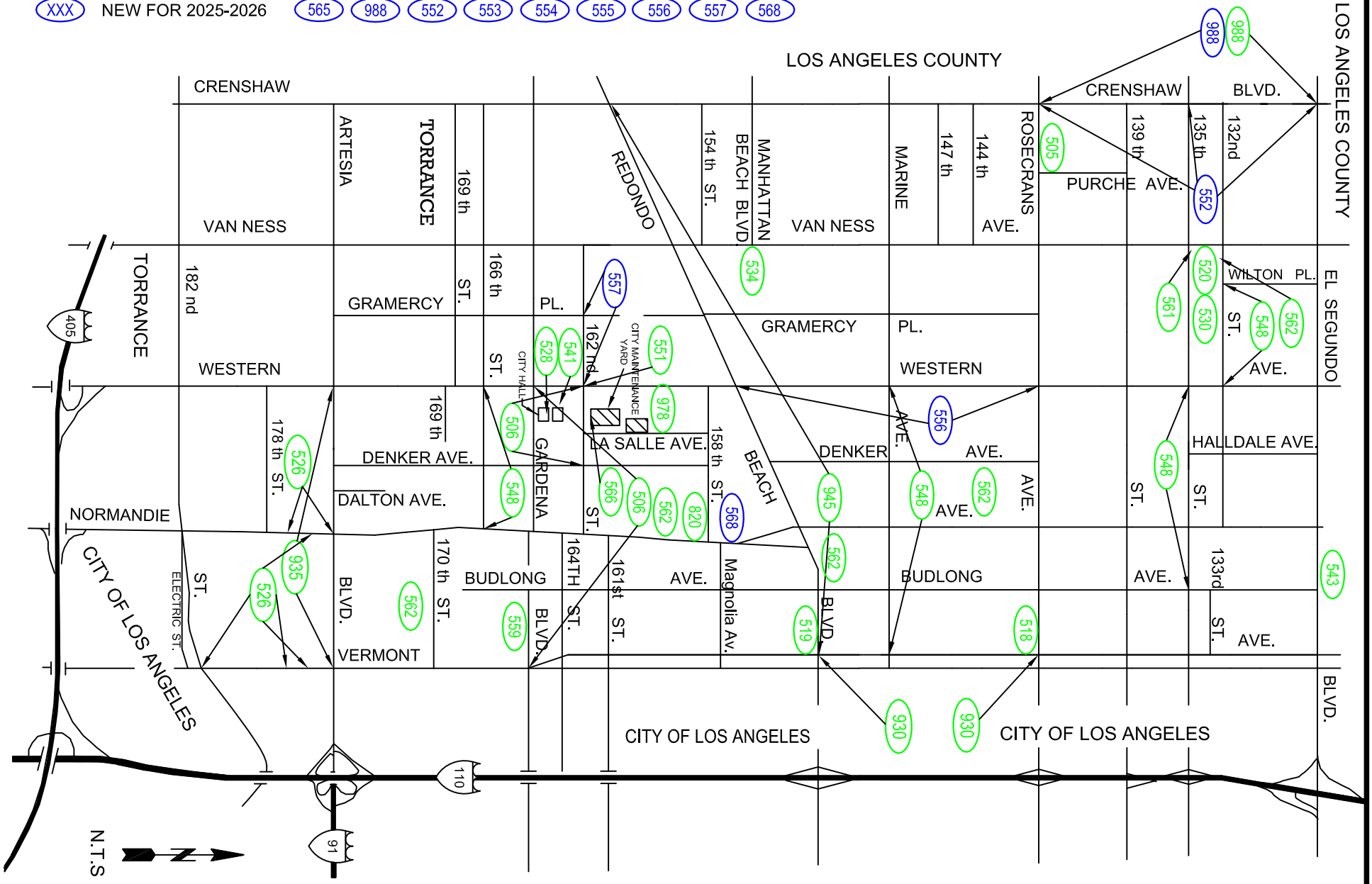


CIP 2025 - 2026

LEGEND:

XXX CARRY-OVER 930 935 945 506 507 518 519 523 525 526 534 543 988 544 545 546 548 820 967 978 505 520 528 529 530 535 538 541 551 560 561 562 566 559

XXX NEW FOR 2025-2026 565 988 552 553 554 555 556 557 568



JOB NO. PROJECT DESCRIPTION

930 (c) **Vermont Ave Traffic Signal Improvements - $1,939,534**
Improve traffic signals at Vermont Ave. and Rosecrans Ave., and Redondo Beach Blvd.

935 (c) **Artesia Blvd Signal Improvements - $5,774,922**
Improve traffic signals between Western Ave. and Vermont Ave. to address existing and future traffic conditions. The scope and budget amended to include landscape and pavement improvements.

945 (c) **Redondo Beach Blvd Street Improvements - $10,649,446**
Improve traffic flow along Redondo Beach Blvd. from Crenshaw Blvd. to Vermont Ave; new medians, improve signal, signing & striping, rehabilitate concrete and pavements.

988 (n) **NB Crenshaw Blvd Improvements (129th to Rosecrans) - $1,848,000**
Rehabilitate asphalt pavement, striping, and improve pedestrian safety as needed. The limits consist of County of Los Angeles jurisdiction between Channel Bridge and 135th Street.

506 (c) **Gardena Decorative Street Lighting - $60,600**
Convert existing streetlights to SCE approved decorative lights on Gardena Blvd between Vermont and Western and 162nd Street from Denker Ave to Western Ave.

507 (c) **Citywide Wayfinding/Entry Sign Program - $97,726**
Install new and replace existing Citywide wayfinding signs to help direct drivers on city streets to city facilities such as parks, fire stations, and City Hall.

518 (c) **County Regional Traffic Signal Synchronization Program (TSSP) on East Rosecrans Ave - $400,000**
A multi-jurisdictional project through the County of Los Angeles, the TSSP East Rosecrans Ave corridor project spans from Ocean Gate Ave to Vermont Ave. Gardena's shared intersections includes four streets.

519 (c) **County Regional Traffic Signal Synchronization Program (TSSP) on Redondo Beach Blvd - $20,000**
A multi-jurisdictional project through the County of Los Angeles, the TSSP Redondo Beach Blvd corridor project spans from Artesia Blvd to Vermont Ave. Gardena's shared intersection includes Crenshaw Blvd. All other intersections on Crenshaw Blvd in Gardena are to be improved by City project, JN 945.

523 (c) **Storm Drain Master Plan - $222,617**
Assessment of hydraulic capacity of the City's major storm drains and prioritized set of Capital Improvement Projects to address existing and projected future capacity requirements including GIS implementation.

(c) – Continuing project from previous years
(n) – New project proposed for fiscal year 2025-2026

Overall Impact on Operating Budget

There is no financial impact to the General Fund for these projects.
These improvements in the City will benefit both citizens and visitors in the community. This will provide a safer place, as well as make the City more inviting to people visiting or wanting to move into the community.

CAPITAL IMPROVEMENT PROGRAM – STREETS
FISCAL YEAR 2025-2026

JOB NO.	PROJECT DESCRIPTION
525 (c)	**Local Street Improvements FY 2023/2024 - $3,034,601** Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.
526 (c)	**Normandie Ave (Artesia to 177th), Cassidey St (Normandie to Vermont) and Vermont Ave (177th to 182nd) Street Improvements - $1,362,000** Rehabilitate various streets asphalt pavement, striping and pedestrian safety as needed.
534 (c)	**County Regional Traffic Signal Synchronization Program (TSSP) on Manhattan Beach Blvd - $55,000** A multi-jurisdictional project through the County of Los Angeles, the TSSP Manhattan Beach Blvd corridor project spans from Manhattan Ave to Van Ness Ave. Gardena's shared intersection includes Van Ness Ave.
543 (c)	**County Regional Traffic Signal Synchronization Program (TSSP) on El Segundo Blvd - $50,000** A multi-jurisdictional project through the County of Los Angeles Project TSSP. El Segundo Blvd corridor project from Illinois Street to Budlong Ave. The Gardena's shared cost is 50% of the Budlong Avenue intersection.
544 (c)	**Annual Local Street Improvements FY 2024/2025 - $1,698,340** Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.
545 (c)	**Annual Pedestrian Safety Improvements FY 2024/2025 - $461,421** Remove and replace damaged curbs, gutters, sidewalks, and access ramps at various locations.
546 (c)	**Annual Sewer Improvements FY 2024/2025 - $2,972,984** Replace or rehab deficient and high maintenance sewer mains that have leaks, root intrusion, and settlement problems.
548 (c)	**132nd St (Wilton to Western), 135th St (Western to Budlong), Marine Ave (Western to Vermont), 145th St (Gramercy to Western), and 166th St (Western to Normandie) Improvements - $1,462,000** Rehabilitate various streets asphalt pavement, striping and pedestrian safety as needed.
552 (n)	**County Regional Traffic Signal Synchronization Program (TSSP) on Crenshaw Blvd - $250,000** A multi-jurisdictional project through the County of Los Angeles, the TSSP Crenshaw Blvd corridor project spans from 120th Street to Rosecrans Ave. Gardena's shared intersections include El Segundo Blvd, 135th Street, and Rosecrans Ave.
553 (n)	**Annual Local Street Improvements FY 2025/2026 - $1,847,951** Rehabilitate various local residential streets asphalt pavement, striping and pedestrian safety as needed.

(c) – Continuing project from previous years
(n) – New project proposed for fiscal year 2025-2026

Overall Impact on Operating Budget

There is no financial impact to the General Fund for these projects.
These improvements in the City will benefit both citizens and visitors in the community. This will provide a safer place, as well as make the City more inviting to people visiting or wanting to move into the community.

JOB NO.	PROJECT DESCRIPTION
554 (n)	**Annual Pedestrian Safety Improvements FY 2025/2026 - $1,343,000** Remove and replace damaged curbs, gutters, sidewalks, and access ramps at various locations in maintenance districts four, five and six.
555 (n)	**Annual Sewer Improvements FY 2025/2026 - $2,000,000** Replace or rehab deficient and high maintenance sewer mains that have leaks, root intrusion, and settlement problems at various locations.
556 (n)	**Western Ave Street Improvements (RBB to Rosecrans) - $1,550,000** Rehabilitate asphalt pavement, striping, and improve pedestrian safety as needed.
557 (n)	**157th St (Van Ness to Gramercy), 162nd St (Gramercy to Western), and 164th St (Normandie to New Hampshire) Street Improvements - $900,000** Rehabilitate asphalt pavement, striping, and improve pedestrian safety as needed.
565 (n)	**Gardena ITS Network Project - TBD** Improve the flow of traffic within the City by upgrading the existing legacy Traffic Signal System (TSS). The new Advance Traffic Controller (ATC) based TSS will be safer, smarter, more efficient, and more reliable. A key component of this upgrade involves replacing the current communication lines with a fiber optic network.
568 (n)	**Mas Fukai Park & Peary Middle School Recycled Water Project - $100,000** Expand the use of recycled water to irrigate green spaces through a collaborative effort led by the West Basin Municipal Water District, with the City's participation.

(c) – Continuing project from previous years
(n) – New project proposed for fiscal year 2025-2026

Overall Impact on Operating Budget

There is no financial impact to the General Fund for these projects.
These improvements in the City will benefit both citizens and visitors in the community. This will provide a safer place, as well as make the City more inviting to people visiting or wanting to move into the community.

JOB NO. PROJECT DESCRIPTION

820 (c) Mas Fukai Park Rehabilitation - $8,766,024
Reconstruction of community center, restroom facilities and enhance the overall park to maximize its use, improve energy efficiency while reducing maintenance costs, and provide a variety of additional features that can accommodate the needs of residents of all ages in an all-inclusive park.

978 (c) Gardena Community Aquatic and Senior Center - $7,962,334
Reconstruction of pool and facility building to accommodate a new 25-yard (8) lane pool, diving bay, fitness pool with ADA ramp, new bleachers & shade structures, exercise equipment and a 12,000 square foot building that will house locker rooms for the pool as well as senior activities.

505 (c) Rosecrans New Community Center - $1,000,000
Conceptual design of the new community center.

520 (c) Rowley Park Gymnasium HVAC Upgrade – 466,208
Replace three (3) existing Carrier/BDP gas electric package units.

528 (c) Nakaoka Community Center Electrical System and Civic Center Outdoor lighting Upgrades - $1,047,246
Comprehensive electrical upgrade of the building's power distribution system to accommodate increased electrical loads, future expansions, and a standby generator. Improvements will also include enhanced Civic Center lawn and parking lot lighting to improve security and support public events, along with any incidental upgrades required to comply with state building codes.

529 (c) Park Electronic Signage - $574.977
Installation of new electronic signs for several parks.

530 (c) Rowley Park Basketball Court Rehabilitation - $686,671
Renovate/repair the existing basketball court and its drainage.

535 (c) Multi-Park Improvements - $250,000
Renovate/repair and upgrade the existing park facilities and amenities.

541 (c) Gardena City Hall Electrical System Upgrade - $428,964
Comprehensive electrical upgrade of the building's power distribution system to accommodate increased electrical loads, future expansions, the addition of electric vehicle (EV) charging stations, and a standby generator, along with any incidental upgrades required to comply with state building codes.

551 (c) City Message Board at 162nd & Western - $140,030
Update the existing electric power system in the City Hall and Police Department buildings to current standards, increase loads, and establish an emergency generator.

(c) – Continuing project from previous years,
(n) – New project proposed for fiscal year 2025-2026

Overall Impact on Operating Budget

There is no financial impact to the General Fund for these projects.
These improvements in the City will benefit both citizens and visitors in the community. This will provide a safer place, as well as make the City more inviting to people visiting or wanting to move into the community.

CAPITAL IMPROVEMENT PROGRAM – PARKS / FACILITIES
FISCAL YEAR 2025-2026

JOB NO.	PROJECT DESCRIPTION
560 (c)	**Fiber Infrastructure Upgrade - $3,542,990** Design and deploy a fiber corridor to connect Gardena residents, small business, schools, community facilities, and other broadband capabilities at city's facilities.
561 (c)	**Rowley Park Gymnasium Renovation - $2,489,792** Revamp the current gymnasium facility and upgrade the overall amenities to meet current standards and needs.
566 (n)	**Police Department GJIP Office Remodel - $300,000** Remodel the purchased dental property into Gardena Juvenile Justice and Intervention Program office.

(c) – Continuing project from previous years,
(n) – New project proposed for fiscal year 2025-2026

Overall Impact on Operating Budget

There is no financial impact to the General Fund for these projects.
These improvements in the City will benefit both citizens and visitors in the community. This will provide a safer place, as well as make the City more inviting to people visiting or wanting to move into the community.

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2025-2026 FUNDING SUMMARY

FUNDING SOURCE		STREETS, SEWER & STORMWATER IMPROVEMENTS		PROJECT COST
Measure R Highway	#930 (c)	Vermont Ave Traffic Signal Improvement	1,939,534	
	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)	3,349,922	
		Measure R Highway - Total	**5,289,456**	**$5,289,456**
Measure M Highway	#945 (c)	RBB Street Improvements (Crenshaw to Vermont)	10,649,446	**$10,649,446**
SB 821 (TDA)	#545 (c)	Annual Pedestrian Safety Improvements FY 2024-2025	61,421	
	#554 (n)	Pedestrian Safety Improvements FY 2025-2026	143,000	
		SB 821 (TDA) - Total	**204,421**	**204,421**
Prop C	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)	1,650,000	
	#988 (c)	Crenshaw Blvd St. Improvements - Rosecrans to El Segundo	348,000	
	#526 (c)	Normandie (Artesia to 177th), Cassidey (Normandie to Vermont) and Vermont (177th to 182nd) Street Improvements	1,362,000	
	#543 (c)	County Regional TSSP on El Segundo Blvd TSSP (At Budlong)	50,000	
	#556 (n)	Western Ave Street Improvement	900,000	
		Prop C - Total	**4,310,000**	**4,310,000**
Gas Tax	#507 (c)	Citywide Wayfinding Program	97,726	
	#534 (c)	County Regional TSSP on Manhattan Beach Blvd	55,000	
	#553 (n)	Local Street Improvements 2025-2026	250,000	
		Gas Tax - Total	**402,726**	**$402,726**
Measure M Local	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)	575,000	
	#518 (c)	County Regional TSSP on Rosecrans	400,000	
	#519 (c)	County Regional TSSP on RBB	20,000	
	#545 (c)	Annual Pedestrian Safety Improvements FY 2024-2025	400,000	
	#548 (c)	132nd St (Wilton to Western), 135th St (Western to Budlong), Marine Ave (Western to Vermont), 145th St (Gramercy to Western), and 166th St (Western to Normandie) Improvements	1,462,000	
	#554 (n)	Pedestrian Safety Improvements FY 2025-2026	1,200,000	
	#556 (n)	Western Ave Street Improvement	650,000	
	#557 (n)	157th, 162nd & 164th Street Improvements	650,000	
		Measure M Local - Total	**5,357,000**	**$5,357,000**
SB 1	#525 (c)	Local Street Improvements FY 2023-2024	3,034,601	
	#544 (c)	Annual Local Street Improvements FY 2024-2025	1,698,340	
	#553 (n)	Local Street Improvements 2025-2026	1,597,951	
		SB1 - Total	**6,330,892**	**$6,330,892**

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2025-2026 FUNDING SUMMARY

FUNDING SOURCE		STREETS, SEWER & STORMWATER IMPROVEMENTS			PROJECT COST
Measure R Local	#935 (c)	Artesia Blvd. Street Improvements (Western to Vermont)		200,000	
	#988 (c)	Crenshaw Blvd St. Improvements - Rosecrans to El Segundo		1,500,000	
	#552 (n)	County Regional TSSP on Crenshaw Blvd		250,000	
	#557 (n)	157th, 162nd & 164th Street Improvements		250,000	
			Measure R Local - Total	**2,200,000**	**$2,200,000**
Sewer Fund	#546 (c)	Annual Sewer Improvements FY 2024-2025		2,972,984	
	#555 (n)	Sewer Improvements FY2025-26		2,000,000	
			Sewer Fund - Total	**4,972,984**	**$4,972,984**
Measure W	#820 (c)	Mas Fukai Park Improvements		840,000	
	#523 (c)	Storm Drain Master Plan		222,617	
	#568 (n)	Mas Fukai Park & Peary Middle School Recycled Water Project		100,000	
			Measure W - Total	**1,162,617**	**$1,162,617**
Lighting District	#506 (c)	Gardena Decorative Street Lighting		60,600	**$60,600**
			STREETS, SEWER & STORMWATER IMPROVEMENTS	**SUBTOTAL**	**$40,940,142**

CAPITAL IMPROVEMENT PROGRAM FISCAL YEAR 2025-2026 FUNDING SUMMARY

FUNDING SOURCE		PARK/FACILITY IMPROVEMENTS			PROJECT COST
Park Land in Lieu	#820 (c)	Mas Fukai Park Improvements		2,800,000	
	#529 (c)	Park Electronic Signage		574,977	
			Park Land in Lieu - Total	**3,374,977**	**3,374,977**
Measure A	#820 (c)	Mas Fukai Park Improvements		3,126,024	
			Measure A - Total	**3,126,024**	**3,126,024**
Prop 68	#530 (c)	Rowley Park Basketball Court Rehabilitation		100,000	**100,000**
Bond Proceeds / Measure G	#978 (c)	Gardena Community Aquatic & Senior Center		6,562,334	**6,562,334**
Federal Earmarks	#978 (c)	Gardena Community Aquatic & Senior Center		1,400,000	
	#505 (c)	Rosecrans Community Center		1,000,000	
		Project Reimbursements		300,000	
			Federal Earmarks - Total	**2,700,000**	**2,700,000**
State Earmarks	#820 (c)	Mas Fukai Park Improvements		2,000,000	
	#520 (c)	Rowley Park Gymnasium HVAC Upgrade		466,208	
	#560 (c)	Fiber Infrastructure Upgrade		3,542,900	
	#561 (c)	Rowley Park Gymnasium Renovation		2,489,792	
			State Earmarks - Total	**8,498,900**	**8,498,900**
Development Impact Fee	#528 (c)	Civic Center Lighting Improvements		811,000	**811,000**
Deferred Maintenance Fund	#528 (c)	Civic Center Lighting Improvements		236,246	
	#530 (c)	Rowley Park Basketball Court Rehabilitation		586,671	
	#535 (c)	Multi-Park Improvements		250,000	
	#541 (c)	City Hall & PD Electrical Distribution System Upgrade		428,964	
	#551 (c)	City Message Board at 162nd & Western		140,030	
	$566(n)	Police Department GJIP Office Remodel		300,000	
			Deferred Maintenance Fund - Total	**1,941,911**	**$1,941,911**
			PARK/FACILITY IMPROVEMENTS	**SUBTOTAL**	**$27,115,146**
			FISCAL YEAR 2025-2026 CIP BUDGET	**TOTAL**	**$68,055,288**

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2025-2035

	FUNDING ($1,000's)									
	Prop C	SB 821	Measure R*	Measure M*	Gas Tax	SB1	Federal	Sewer	Measure W	Lighting Dist.
FISCAL YEAR 2025-2026										
Vermont Ave Traffic Signal Improvement at Rosecrans & RBB			$ 1,940 *R*							
Artesia Blvd Signal Improvements (Western Ave to Vermont Ave)	$ 1,650		$ 3,350 *R* $ 200 *L*	$ 575 *L*						
RBB Street Improvements (Crenshaw to Vermont)				$ 10,649 *R*						
NB Crenshaw Blvd Improvements (129th to Rosecrans)	$ 348		$ 1,500 *L*							
Gardena Decorative Street Lighting										$ 61
Citywide Wayfinding Program					$ 98					
County Regional TSSP on Rosecrans				$ 400 *L*						
County Regional TSSP on RBB				$ 20 *L*						
Storm Drain Master Plan									$ 223	
Local Street Improvement FY 23/24						$ 3,035				
Normandie (Artesia to 177th), Cassidy (Normandie to Vermont), and Vermont (177th to 182nd) Street Improvements	$ 1,362									
County Regional TSSP on MBB					$ 55					
County Regional TSSP on El Segundo Blvd	$ 50									
Annual Local Street Improvements FY 24/25						$ 1,698				
Annual Pedestrian Safety Improvements FY 24/25		$ 61		$ 400 *L*						
Annual Sewer Improvements FY 24/25								$ 2,973		
132nd St (Wilton to Western), 135th St (Western to Budlong), Marine Ave (Western to Vermont), 145th St (Gramercy to Western), and 166th St (Western to Normandie) Street Improvements				$ 1,462 *L*						
County Regional TSSP on Crenshaw			$ 250 *L*							

* L - Local Share R - Regional/Highway funds

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2025-2035

	FUNDING ($1,000's)									
	Prop C	**SB 821**	**Measure R***	**Measure M***	**Gas Tax**	**SB1**	**Federal**	**Sewer**	**Measure W**	**Lighting Dist.**
Annual Local Street Improvements FY 25/26					$ 250	$ 1,598				
Annual Pedestrian Safety Improvements FY 25/26		$ 143		$ 1,200 *L*						
Annual Sewer Improvements FY 25/26								$ 2,000		
Western Ave Street Improvement (RBB to Rosecrans)	$ 900			$ 650 *L*						
157th St (Van Ness to Gramercy), 162nd St (Gramercy to Western), and 164th St (Normandie to New Hampshire) Street Improvements			$ 250 *L*	$ 650 *L*						
Fukai & Peary Middle School Recycled Water Project									$ 100	
TOTAL Fiscal Year 2025 - 2026	**$ 4,310**	**$ 204**	**$ 7,490**	**$ 16,006**	**$ 403**	**$ 6,331**	**$ -**	**$ 4,973**	**$ 323**	**$ 61**
FISCAL YEAR 2026 - 2027										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 26/27 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 26/27		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
TOTAL Fiscal Year 2026 - 2027	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,500**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2027 - 2028										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 27/28 at Various Locations					$ 600	$ 1,650				

* L - Local Share R - Regional/Highway funds

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2025-2035

	FUNDING ($1,000's)									
	Prop C	**SB 821**	**Measure R***	**Measure M***	**Gas Tax**	**SB1**	**Federal**	**Sewer**	**Measure W**	**Lighting Dist.**
Annual Ped Safety Improvements FY 27/28		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
Pavement Management System Update				$ 50 *L*						
TOTAL Fiscal Year 2027 - 2028	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,550**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2028 - 2029										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 28/29 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 28/29		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
TOTAL Fiscal Year 2028 - 2029	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,500**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2029-2030										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 29/30 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 29/30		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
TOTAL Fiscal Year 2029 - 2030	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,500**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**

* L - Local Share R - Regional/Highway funds

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2025-2035

	FUNDING ($1,000's)									
	Prop C	**SB 821**	**Measure R***	**Measure M***	**Gas Tax**	**SB1**	**Federal**	**Sewer**	**Measure W**	**Lighting Dist.**
FISCAL YEAR 2030 - 2031										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 30/31 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 30/31		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
Pavement Management System Update				$ 50 *L*						
TOTAL Fiscal Year 2030 - 2031	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,550**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2031 - 2032										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 31/32 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 31/32		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
TOTAL Fiscal Year 2031 - 2032	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,500**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2032 - 2033										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 32/33 at Various Locations					$ 600	$ 1,650				

* L - Local Share R - Regional/Highway funds

CAPITAL IMPROVEMENT PROJECT (CIP) STREET REHABILITATION TEN (10) YEAR PLAN - FISCAL YEARS ENDING 2025-2035

	FUNDING ($1,000's)									
	Prop C	**SB 821**	**Measure R***	**Measure M***	**Gas Tax**	**SB1**	**Federal**	**Sewer**	**Measure W**	**Lighting Dist.**
Annual Ped Safety Improvements FY 32/33		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
TOTAL Fiscal Year 2032 - 2033	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,500**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2033 - 2034										
Arterial and Collector Street Improvements	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 33/34 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 33/34		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
Pavement Management System Update				$ 50 *L*						
TOTAL Fiscal Year 2033 - 2034	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,550**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**
FISCAL YEAR 2034 - 2035										
Arterial and Collector Street	$ 1,300		$ 1,000 *L*	$ 1,100 *L*						
Local Street Improvements FY 34/35 at Various Locations					$ 600	$ 1,650				
Annual Ped Safety Improvements FY 34/35		$ 60		$ 400 *L*						
Annual Sewer Improvements (Various Locations)								$ 600		
Annual Storm Drain Rehabilitation								$ 600		
Pavement Management System Update				$ 50 *L*						
TOTAL Fiscal Year 2034 - 2035	**$ 1,300**	**$ 60**	**$ 1,000**	**$ 1,550**	**$ 600**	**$ 1,650**	**$ -**	**$ 1,200**	**$ -**	**$ -**

* L - Local Share R - Regional/Highway funds

DEBT SERVICE

PROPOSED AMENDED BUDGET

FY 2025/2026

CITY OF GARDENA
FISCAL YEAR 2025-2026
DEBT SERVICE REQUIREMENTS

	ORIGINAL ISSUE			BEGINNING BALANCE July 1, 2025			RETIRED FY 2025-26			ENDING BALANCE June 30, 2026		
Series	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
Certificates of Participation (COPs):												
2006 A[1]	21,010,000	27,690,971	48,700,971	4,570,000	776,765	5,346,765	750,000	267,641	1,017,641	3,820,000	509,124	4,329,124
2007 A	2,800,000	1,929,165	4,729,165	940,000	174,957	1,114,957	135,000	47,825	182,825	805,000	127,132	932,132
Lease Revenue Bonds:												
2014[1]	9,110,000	8,035,249	17,145,249	8,610,000	3,413,979	12,023,979	75,000	429,709	504,709	8,535,000	2,984,270	11,519,270
2021	13,155,000	5,319,216	18,474,216	11,485,000	3,561,250	15,046,250	510,000	428,250	938,250	10,975,000	3,133,000	14,108,000
Taxable Pension Obligation Bonds:												
2020[3]	101,490,000	36,502,806	137,992,806	85,610,000	23,822,325	109,432,325	5,075,001	2,746,266	7,821,267	80,534,999	21,076,059	101,611,058
	$154,065,000	**$79,477,407**	**$233,542,407**	**$111,215,000**	**$31,749,276**	**$142,964,276**	**$6,545,001**	**$3,919,691**	**$10,464,692**	**$104,669,999**	**$27,829,585**	**$132,499,584**

Professional services and Admin. Fees:	**$ 12,750**
TOTAL:	**$ 10,477,442**

REVENUE SOURCES:	
Transfer-in from General Fund	**$ 8,514,381**
Transfer-in from GTrans Fund	**$ 1,641,685**
Transfer-in from Sewer Fund	**$ 76,649**
Transfer-in from Grant Funds	**$ 244,727**
	$ 10,477,442

[1] In Fiscal Year 2014/2015, 2006 Series B was refunded by the 2014 Taxable Lease Revenue Refunding Bonds.
[2] Of the original principal issued, $79,193,585 was allocated to governmenal activities (General) and $22,296,415 was allocated to business-type activities (Enterprise).

DEBT SERVICE REQUIREMENTS
2006 REFUNDING CERTIFICATES OF PARTICIPATION SERIES A
(Issued in 2006)

BOND ISSUES: **CITY OF GARDENA**
Refunding Certificates of Participation

DATE OF ISSUES: June 7, 2006

AMOUNT OF ISSUE: $21,010,000.00

AMOUNT OUTSTANDING: **$4,570,000.00 ***
(June 30, 2025)

DESCRIPTION: The 2006 Refunding Certificates of Participation Series AB&C are issued to (1) refinance certain financial obligations of the City in connection with a Memorandum of Understanding with certain financial institutions, (2) prepay and defease certain outstanding 1994 Refunding Certificates of Participation, (3) fund a reserve fund and (4) pay certain costs of issuance.

The total $21,010,000 includes $12,495,000 aggregate principal amount of Certificates of Participation (2006 Refinancing Project, Series A), and $8,515,000 aggregate principal amount of Certificates of Participation Series B (the 2006C Certificates.)

***Note**-In Fiscal Year 2014-2015 the 2006 Certificate of Participation, Series B, was refunded by the 2014 Taxable Lease Revenue Refunding Bonds, Series 2014. The econmic gain on the current refunding was $1,637,398 and the savings in debt service payments was $2,360,051.

The bond interest rates vary from 3.625% to 4.500%.

PAYMENT DATES: January 1 and July 1

PAYMENT AGENT: US Bank

DEBT SERVICE REQUIREMENTS

	FY 2024-25	FY 2025-26	FY 2026-27
REVENUE SOURCES			
Transfer-in from General Fund	1,021,806	1,020,391	1,020,946
TOTAL:	**$ 1,021,806**	**$ 1,020,391**	**$ 1,020,946**
EXPENDITURES			
Interest Expense	314,056	267,641	218,196
Principal payment	705,000	750,000	800,000
Administration and trustee fees	2,750	2,750	2,750
TOTAL:	**$ 1,021,806**	**$ 1,020,391**	**$ 1,020,946**

DEBT SERVICE REQUIREMENTS
2007 REVENUE BONDS SERIES A
(Issued in 2007)

BOND ISSUES:	**CITY OF GARDENA** **South Bay Communication Center**
DATE OF ISSUES:	January 24, 2007
AMOUNT OF ISSUE:	$2,800,000.00
AMOUNT OUTSTANDING: *(June 30, 2025)*	**$940,000.00**
DESCRIPTION:	The 2007 A Refunding Revenue Bonds are issued pursuant to Indenture of Trust, dated as of February 1, 2007 by and between the South Bay Regional Public Communications Authority (SBRPCA), and the Bank of New York Trust Company, N.A. as trustee. The bonds are issued to refund SBRPCA Revenue Bonds 2001Series A (City of Gardena Project) in an amount of $2,800,000, to fund the Reserve Account, and to pay certain costs of issuance.
PAYMENT DATES:	January 1 and July 1
PAYMENT AGENT:	Bank of New York Trust Company

DEBT SERVICE REQUIREMENTS

	FY 2024-25	FY 2025-26	FY 2026-27
REVENUE SOURCES			
Transfer-in from General Fund	186,325	184,825	188,075
TOTAL:	**$ 186,325**	**$ 184,825**	**$ 188,075**
EXPENDITURES			
Interest Expense	54,325	47,825	41,075
Principal payment	130,000	135,000	145,000
Trustee admin. services	2,000	2,000	2,000
TOTAL:	**$ 186,325**	**$ 184,825**	**$ 188,075**

DEBT SERVICE REQUIREMENTS
2014 TAXABLE LEASE REVENUE REFUNDING BONDS
(Issued in 2015)

BOND ISSUES:	**CITY OF GARDENA** **Taxable Lease Revenue Refunding Bonds**
DATE OF ISSUES:	May 1, 2015
AMOUNT OF ISSUE:	$9,110,000.00
AMOUNT OUTSTANDING: *(June 30, 2025)*	**$8,861,000.00**
DESCRIPTION:	The 2014 Taxable Lease Revenue Refunding Bonds, were issued to (1) refund the 2006B Certificates, (2) fund capitalized interest for a portion of the Bonds through May 1, 2017, and (3) pay a portion of the costs of issuance. The bond interest rates vary from 3.950% to 5.000%.
PAYMENT DATES:	May 1 and November 1
PAYMENT AGENT:	US Bank

DEBT SERVICE REQUIREMENTS

	FY 2024-25	FY 2025-26	FY 2026-27
REVENUE SOURCES			
Transfer-in from General Fund	505,784	507,459	503,898
TOTAL:	**$ 505,784**	**$ 507,459**	**$ 503,898**
EXPENDITURES			
Interest Expense	433,034	429,709	426,148
Principal payment	70,000	75,000	75,000
Administration and trustee fees	2,750	2,750	2,750
TOTAL:	**$ 505,784**	**$ 507,459**	**$ 503,898**

DEBT SERVICE REQUIREMENTS
2020 TAXABLE PENSION OBLIGATION BONDS
(Issued in 2020)

BOND ISSUES: **CITY OF GARDENA**
Taxable Pension Obligation Bonds

DATE OF ISSUES: November 1, 2020

AMOUNT OF ISSUE: $101,490,000.00 ($79,193,585 General and $22,296,415 Enterprise)

AMOUNT OUTSTANDING: **$85,610,000.00** ($66,802,423 General and $18,807,577 Enterprise)
(June 30, 2025)

DESCRIPTION: The 2020 Taxable Pension Obligation Bonds were issued to (1) finance a portion of the City's unfunded accrued actuarial liability to the California Public Employees' Retirement System (CalPERS) and (2) pay the costs of issuance of the bonds. Of the original principal issued, $79,193,585 was allocated to governmenal activities (General) and $22,296,415 was allocated to business-type activities (Enterprise).

The bond interest rates vary from 1.081% to 3.363%.

PAYMENT DATES: April 1 and October 1

PAYMENT AGENT: US Bank

DEBT SERVICE REQUIREMENTS

	FY 2024-25	FY 2025-26	FY 2026-27
REVENUE SOURCES			
Transfer-in from General Fund	5,563,743	5,716,951	5,707,674
Transfer-in from GTrans Fund	1,601,110	1,641,685	1,640,667
Transfer-in from Sewer Fund	80,754	76,649	76,601
Transfer-in from Grant Funds	242,304	244,727	247,174
TOTAL:	**$ 7,487,911**	**$ 7,680,012**	**$ 7,672,117**
EXPENDITURES			
Interest Expense	2,827,962	2,746,266	2,641,416
Principal payment	4,800,000	5,075,001	5,175,001
Administration and trustee fees	2,750	2,750	2,750
TOTAL:	**$ 7,630,712**	**$ 7,824,017**	**$ 7,819,167**

DEBT SERVICE REQUIREMENTS
2021 LEASE REVENUE BONDS
(Issued in 2021)

BOND ISSUES:	**CITY OF GARDENA** **Lease Revenue Bonds**
DATE OF ISSUES:	September 1, 2021
AMOUNT OF ISSUE:	$13,155,000.00
AMOUNT OUTSTANDING: *(June 30, 2025)*	**$11,485,000.00**
DESCRIPTION:	The 2021 Lease Revenue Bonds were issued to (1) finance a portion of the costs of construction of the new Gardena Community Aquatic & Senior Center, (2) finance the costs of acquiring and renovating an existing building to be converted into a new Community Center, (3) finance various park improvements, and (4) pay the costs of issuance. The bond interest rates vary from 3.000% to 5.000%.
PAYMENT DATES:	May 1 and November 1
PAYMENT AGENT:	US Bank

DEBT SERVICE REQUIREMENTS

	FY 2024-25	FY 2025-26	FY 2026-27
REVENUE SOURCES			
Transfer-in from General Fund	945,250	940,750	945,250
TOTAL:	**$ 945,250**	**$ 940,750**	**$ 945,250**
EXPENDITURES			
Interest Expense	452,750	428,250	402,750
Principal payment	490,000	510,000	540,000
Administration and trustee fees	2,500	2,500	2,500
TOTAL:	**$ 945,250**	**$ 940,750**	**$ 945,250**

INTERNAL SERVICE FUNDS

PROPOSED AMENDED BUDGET

FY 2025/2026

INTERNAL SERVICE FUNDS

PUBLIC SERVICE GOAL: *To continually build and maintain adequate reserves through annual budget contributions to protect the City's investment in the cost of insurance and other ongoing administrative obligations.*

Internal Service Funds are established to cover the cost of insurance and other ongoing administrative obligations and to separate these funds from the General Fund account. The City is self-insured for general liability, worker's compensation and employee health benefits coverage. Funds in these accounts are used to pay all self-insured losses and related administrative costs with the balance in each account at the end of the fiscal year accumulated as reserves against future liabilities.

SELF - INSURANCE PROGRAMS

The City retains the services of Third-Party Administrators (TPA) to handle claims for general liability, worker's compensation and health care claims. Current services are provided by:

General Liability Claims – Carl Warren & Co.

Workers Compensation Claims – LWP Claims Solutions

Health Benefits Plan – Pinnacle Claims Management

- **General Liability**

  The General Liability Fund provides for the City's general liability, self-insurance program, and other insurance needs in order to reduce cost and provide better control; to provide for the administration and legal service necessary for the operation of this program; to provide insurance protection against catastrophic loss or losses and to provide payment of liability insurance purchased in excess of the City's self-insurance limits.

  Charges to departments are established by the Director of Administrative Services and included in the budget manual. Upon recommendation from the finance committee, additional reserves may be transferred at year-end from the General Fund reserves.

- **Workers Compensation**

  The Workers Compensation Fund is established to pay administrative and legal services necessary for the operation of this program; to provide payment of compensation benefits and medical expenses associated with industrial injuries; to provide insurance protection against a catastrophic loss or losses; to review and analyze the City's industrial injury risks and determine the most suitable means of reducing employee exposure, and to develop procedures for the administration of the City's Self-Insurance Compensation and Safety Program.

  Charges to departments are established by the Director of Administrative Services and included in the budget manual.

INTERNAL SERVICE FUNDS

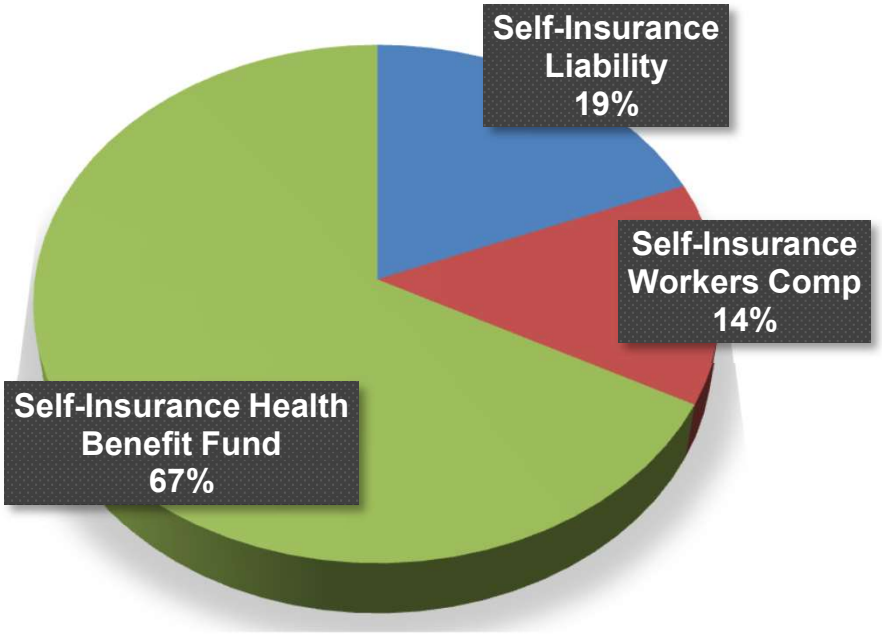
PUBLIC SERVICE GOAL: *To continually build and maintain adequate reserves through annual budget contributions to protect the City's investment in the cost of insurance and other ongoing administrative obligations.*

- **Health Benefits**

  The City is self-insured for health benefits for its employees and purchases reinsurance to transfer some of its risk. Rates are set by the Health Benefits Committee, which is comprised of management and one employee from each of the employee bargaining groups. The committee reviews the cost of health care, changes in benefits, and market trends in order to establish the rate for health insurance. Fund levels are set at a 70% confidence rate.

  The fund is supported through contributions of both employees and the City as negotiated each year with the employee bargaining groups. The City's contribution is $1,566 per month for the employee and one dependent. Employees contribute an additional $494 per month if they have more than one dependent insured. Rates for life insurance varies depending on the bargaining group.

Internal Service Funds	Audited 2022-2023	Audited 2023-2024	Adopted 2024-2025	Proposed Amended 2025-2026
Self-Insurance Liability	3,336,652	2,797,116	2,936,554	3,610,049
Self-Insurance Workers Comp	3,904,195	1,461,438	2,417,205	2,651,776
Self-Insurance Health Benefit Fund	10,070,835	11,160,525	11,984,049	12,872,953
Total Internal Service Funds	**17,311,682**	**15,419,078**	**17,337,808**	**19,134,778**



APPENDIX

ACCOUNTING SYSTEM
The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of an entity.

ACCOUNTS PAYABLE
Amounts owing to private persons, firms, or corporations for goods and services received.

ACCOUNTS RECEIVABLE
Amounts owing from private persons, firms, or corporations for goods and services furnished.

ACCRUAL
Transactions and events are recognized as revenues/gains or expenses/losses when they occur, regardless of the timing of the related cash flows.

ADOPTION
Formal action by the City Council that sets the spending path for the fiscal year.

ALLOCATION
The practice of spreading costs among various cost centers on some predetermined reasonable basis (e.g., percentages) as opposed to distribution of expenses on a unit charge or direct identification basis.

ACTIVITY
A specific unit of work or service performed.

APPROPRIATION
An authorization made by the City Council that permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

APPROPRIATION ORDINANCE
The official enactment by the City Council establishing the legal authority for the City officials to obligate and expend resources.

ASSESSED VALUATION
The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.

ASSETS
The entries on a balance sheet showing all properties and claims against others that may be used directly or indirectly to cover liabilities.

AUDIT
A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial positions and results of operations;
- Test whether transactions have been legally performed;
- Identify areas for possible improvements in accounting practices and procedures;
- Ascertain whether transactions have been recorded accurately and consistently; and
- Ascertain the managerial conduct of officials responsible for governmental resources.

BALANCE SHEET
A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date. Under varying circumstances, assets are carried at "lower of cost or market," "cost less allowance for depreciation," etc.

BOND (Debt Instrument)
A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

BUDGET (Operating)
A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

BUDGET CALENDAR
The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

BUDGET MESSAGE (City Manager's)
A general discussion of the proposed budget presented in writing as a part of, or supplement to, the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Manager.

CAPITAL ASSETS
Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

CAPITAL BUDGET
A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the City's consolidated budget which includes both operating and capital outlays, and is based on a capital improvement program (CIP).

CAPITAL IMPROVEMENT PROGRAM (CIP)
A plan for capital expenditures to be incurred each year over a period of ten future years setting forth each capital project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL OUTLAYS
Expenditures for the acquisitions of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling, and stationary equipment.

CAPITAL PROJECTS
Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

CAPITAL PROJECTS FUND
Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

CERTIFICATE OF DEPOSIT
A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period and rate of interest.

COMMODITIES
Items of expenditure (in the operating budget) which after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation, i.e. office supplies and motor fuel.

CONTINGENCY
A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

CONTRACTUAL SERVICES
Items of expenditure for services the City receives from an internal service fund or an outside company. Utilities, rent and maintenance service agreements are examples of contractual services.

CONSUMER PRICE INDEX (CPI):
A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

DEBT SERVICE
Payment of interest and repayment of principal to holders of the City's debt instruments.

DEBT SERVICE FUND
Used to account for the accumulation of resources for, and payment of, general long-term debt.

DEFICIT
- The excess of entity's liabilities over its assets (See Fund Balance).
- The excess of expenditures or expenses over revenues during a single accounting period.

DEPARTMENT
An organizational unit comprised of one or more divisions.

DEPRECIATION
Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.
- That portion of the cost of a capital asset, which is charged as an expense during a particular period.

DEBT RATIO
A ratio that indicates the proportion of debt compared to assets, calculated by dividing total debt by total assets.

DIVISION
A program or activity, within a department, that furthers the objectives of the City Council by providing services or products.

ENCUMBRANCES
Obligations in the form of purchase orders or contract commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

ENTERPRISE FUND
Separate financial accounting used for government operations that are financed and operated in a manner similar to business enterprises, and where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges, or where the governing body had decided that periodic determination of net income is appropriate for capital maintenance, public policy, management control, or other purposes (i.e. utilities and transit systems).

EXPENDITURES
Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FEE
A payment or charge levied by a government entity for a specific service or good.

FISCAL YEAR
The City's fiscal year is based on the twelve-month period beginning July 1st and ending the following June 30th.

FIXED CHARGES
Items of expenditure for services rendered by internal operations of the City. Examples include: rental equipment, computer services, building rental, indirect operating expenses, and depreciation.

FRINGE BENEFITS
Included are employee retirement, social security, Medicare, health, dental, life insurance, workers' compensation, uniforms, and deferred compensation plans.

FULL FAITH AND CREDIT
A pledge of the City's taxing power to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt).

FUND
An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE
The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

GENERAL FUND
The fund supported by taxes, fees and other revenues that may be used for any lawful purpose. The general fund accounts for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS
When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues. In California, G.O. bonds must be authorized by public referenda with two-thirds voter approval.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD
To establish and improve standards in governmental accounting and financial reporting that will result in useful information.

INTERGOVERNMENTAL GRANT
A contribution of assets (usually cash) by one governmental unit or organization to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.

INTERNAL SERVICE FUND
Funds used to account for the financing of goods or services provided by one department or agency to another department or agency within the same organization.

INVESTMENT
Securities and real estate purchased and held for the production of income in the form of interest, dividends, rental or base payments.

LIABILITY
Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date; financial obligations entered in the balance sheet. NOTE: The term does not include encumbrances.

MATURITIES
The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MODIFIED ACCRUAL
Revenues are recognized when measurable and available to liquidate liabilities of the current period. Expenditures are recognized when an event or transaction is expected to draw on current or available resources.

MUNICIPAL CODE
A book containing City Council Approved Ordinances currently in effect. The Code defines City Policy in various categories (i.e., building regulations, planning and zoning regulations, sanitation and health standards, and traffic regulations).

OBJECT OF EXPENDITURE
Expenditure classifications based upon the types of categories of goods and services purchased. Examples include:

- personnel services (salaries and wages)
- contractual services (utilities, maintenance contracts, travel)
- commodities
- fixed charges (rental of City equipment, City building rental)
- capital outlays

OBJECTIVES
Departmental statements describing significant activities to be accomplished during the fiscal year.

OPERATING FUNDS
Resources derived from recurring sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

ORDINANCE
A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PERFORMANCE MEASURES
Specific quantitative measures of work performed within an activity or program (e.g., total miles of streets cleaned). A specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

PERSONNEL SERVICES
Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees, the incident fringe benefit cost associated with City employment, and amounts paid to outside firms, consultants, or individuals for contract personnel services.

PROGRAM
An activity, or division, within a department, which furthers the objectives of the City Council, by providing services or a product.

RATING
The credit worthiness of a City as evaluated by independent agencies.

REIMBURSEMENTS
Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses in the reimbursing fund and as a reduction of expenditures, or expenses, in the fund that is reimbursed.

RESERVE
An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Reserve accounts can also be used to earmark a portion of fund balance to indicate that it is not appropriate for expenditures.

RESOLUTION
A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The adopted operating budget is approved by Resolution and requires a majority vote of the Council members present at the time of adoption.

RESOURCES
Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

REVENUE
The term designates an increase to a fund's assets which:

- does not increase a liability (e.g., proceeds from a loan);
- does not represent a repayment of an expenditure already made;
- does not represent a cancellation of certain liabilities; and
- does not represent an increase in contributed capital.

REVENUE BONDS
When a government issues bonds, which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to a pledge of revenues, such bonds sometimes may be secured by a lien against property.

REVENUE ESTIMATES
A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

REVOLVING ACCOUNT
A reserve account that is funded by the amortization of a capital asset value charged annually to the user department with the accumulated funds used to replace the asset when it has reached the end of its normal life cycle.

SALARIES AND BENEFITS
An operating budget category which generally accounts for full-time and part-time salaries, overtime costs, and fringe benefits.

SOURCE OF REVENUE
Revenues are classified according to their source or point of origin.

SPECIAL REVENUE FUND
Used to account for the proceeds of special revenue sources that are restricted by law (or administrative action) to expenditures for specific purposes.

SUPPLIES AND SERVICES
This budget category accounts for all nonpersonnel, and noncapital outlay expenses (i.e., building/structure maintenance, contractual services, equipment maintenance, office supplies, small tool purchases, and utility costs).

TAXES
Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does this term include charges for services rendered only to those paying such charges.

TRIPLE-FLIP
The revenue formula the State of California imposed on local government. The formula modifies (flips) the rate of distribution of three (triple) revenue sources that are passed through and distributed by the State: property tax, sales tax and motor vehicle-in-lieu fees.

TRANSFERS IN/OUT
Payments from one fund to another fund, primarily for work or services provided.

TRUST AND AGENCY FUND
A type of fund that temporarily holds monies for other agencies or legal entities.

UNIT COST
The cost required to produce a specific product or unit of service (e.g., the cost to purify one thousand gallons of water).

USER CHARGES (also known as USER FEES)
The payment of a fee for direct receipt of a public service by the party benefiting from the service.

YIELD
The rate earned on an investment based on the price paid.

AB	Assembly Bill
ABC	Alcoholic Beverage Control
ADA	American Disabilities Act
AQMD	Air Quality Management District
ASST	Assistant
ATF	Alcohol Tobacco and Firearms, US Bureau of
ATM	Automated Teller Machine
AVE	Avenue
BJA	Bureau of Justice Assistance
BLDG	Building
BLVD	Boulevard
CA	California
CAMP	California Asset Management Program
CAPE	Community Action Project for the Elderly
CCW	Concealed Carry Weapon
CDBG	Community Development Block Grant
CDE	California Department of Education
CEO	Chief Executive Officer
CEQA	California Environmental Quality Act
CPF	Community Project Funding
CHGS	Charges
CIP	Capital Improvement Projects
CO	Company
CO-ED	Co-educational
C of O	Certificate of Occupancy
COLA	Cost of Living Adjustment
COPS	Citizen Option for Public Safety
CORP	Corporation
CPI	Consumer Price Index
CSMFO	California Society of Municipal Finance Officers
DEMO	Demolition
DEV	Development
DHS	Department of Homeland Security
DIST	District
DMH	Department of Mental Health
DOC	Document
DUI	Driving Under the Influence
EAP	Employee Assistance Program
E.G.	For Example (Exempli Gratia)
ENF	Enforcement
EPA	Environmental Protection Agency
ERAF	Educational Relief Augmentation Fund
ETC	Etcetera
EXP	Expense
FEMA	Federal Emergency Management Agency
FPPC	Fair Public Practices Commission
FY	Fiscal Year
GAAFR	Governmental Accounting, Auditing and Financial Reporting
GAAP	Generally Accepted Accounting Practices
GAAS	Generally Accepted Auditing Standards
GASB	Governmental Accounting Standards Board
GEBAC	Gardena Business Economic Advisory Commission
GEPCO	Gardena Employee Personal Computer Opportunity
GFCC	Gardena Family Child Care
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GMBL	Gardena Municipal Bus Line
GMC	Gardena Municipal Code
GRAGA	Gardena Royal and Ancient Golf Association
HS	Human Services
HUD	U.S. Department of Housing and Urban Development
HVAC	Heating, Ventilation, and Air Conditioning
ICMA	International City/County Management Association
i.e.	(Latin: id est) that is
IMPR	Improvement
INC.	Incorporated
IND	Industrial
JAG	Justice Assistance Grant Program

JR.	Junior
JT POWERS	Joint Powers
L.A.	Los Angeles
LACDACC	Los Angeles County Department of Animal Care and Control
LACoFD	Los Angeles County Fire District
LP	Limited Partnership
LAIF	Local Agency Investment Fund
LED	Light-emitting Diode
LTD.	Limited
MAINT	Maintenance
MDC	Mobile Data Computers
MDT	Mobile Data Terminals
MGMT	Management
MGR.	Manager
MIC	Management Information Center
MISC.	Miscellaneous
MTA	Metropolitan Transportation Authority
N.A.	National Association
NPDES	National Pollutant Discharge Elimination System
OAA	Older Americans Act
OCJP	Office of Criminal Justice Planning
OJP	Office of Justice Programs
OPEB	Other Post-Employment Benefits
OSHA	Occupational, Safety and Health Administration
OTS	Office of Traffic Safety
PARS	Public Agency Retirement System
PERS	Public Employee's Retirement System
PK.	Park
PL	Place
PO	Purchase Order
POST	Police Officers Standards and Training
PRIM	Primary
PROG	Program
PSI	Progressive Solutions, Inc.
PT	Part-time
QR CODE	Quick-Response Code
RCC	Regional Communication Center
REC.	Recreation
RFP	Request for Proposal
SB	Senate Bill
S.B.R.P.C.A.	South Bay Regional Public Communications Authority
SCAG	Southern California Association of Governments
SCAMP	Senior Community Action Meals Program
SCAMP HD	Senior Community Action Meals Program-Home Delivered
SCE	Southern California Edison
SDCC	Senior Day Care Center
SLESF	Supplemental Law Enforcement Services Fund
SPORTS	Service Providing Opportunities through Recreational Training & Support
SR.	Senior
ST	Street
STC	Standards and Training for Corrections Division
STEP	Strategic Traffic Enforcement Program
STIP	State Transportation Improvement Program
STPLHG	Surface Transportation Program Local Hazard Grant
SUBVN	Subvention
TDA	Transportation Development Act
TEA 21	Transportation Equity Act for the 21st Century
TECH	Technical
TRANS	Tax and Revenue Anticipation Notes
TRAP	Taskforce For Regional Auto Theft Prevention
TRG	Training
US	United States
USDOJ	U.S. Department of Justice
WRG	Waste Resources of Gardena
YMCA	Young Men's Christian Association

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 12.B
Section: DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES
Meeting Date: May 27, 2025

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

AGENDA TITLE: PUBLIC HEARING: RESOLUTION NO. 6702: Consideration of Adopting a Resolution Regarding the Proposed Citywide User Fee Schedule and Proposed Facility Rental Fees

COUNCIL ACTION REQUIRED:

Staff Recommendation: Staff recommends that the City Council:

- Open the public hearing;
- Receive testimony from the public, allow three (3) minutes for each speaker
- Close the public hearing

Staff Recommendation for Motion:

- Adopt Resolution No. 6702

RECOMMENDATION AND STAFF SUMMARY:

The City of Gardena is responsible for providing a variety of services to its residents. Services that support the general public, such as public safety are supported by tax and other non-fee revenues, while services that are more elective in nature and benefit specific individuals are typically supported by user fee charges. User fee related services are provided by many City departments, but tend to be more concentrated in the Community Development and Public Works departments. By law, user fees must not exceed the cost of the service provided. The City Council can choose to set fees that fully recover the cost of service or place said fees at lower recovery level and subsidize it, or alternatively, reduce costs by reducing the level of service provided.

The City reviews its fees and makes adjustments periodically to ensure fees are consistent with industry best practices and current processes, account for inflation and may add or remove fees based on program and service changes. The Government Finance Officers Association (GFOA) recommends that user fees be reviewed every 3 years. This consistent review and adjustment of fees provides multiple benefits, including:

- Keeping pace with general cost inflation
- Avoiding fee spikes that are more likely to occur when City leaves fees unchanged for a long period
- Helping to meet fee payer service level expectations by collecting fees to fund and maintain the existing level of service provided

The last comprehensive fee update was completed in 2019 and the fee schedule has not been updated since 2021. In March 2023, the City engaged Revenue & Cost Specialists, LLC to conduct a comprehensive fee study. The primary goals of the User Fee Study were to:

- Determine the full cost of service that the City provides
- Developing a rational basis for setting fees
- Ensuring compliance with Federal & State laws
- Developing an updatable and comprehensive list of fees; and
- Maintaining accordance with City policies and goals

The User Fee Study was completed in Fiscal Year 2024-25 and found that the City is recovering around **38%** of the fee costs. Following a comprehensive review with each department, staff is recommending that the City increase its fees to recover **41%** of the costs for Fiscal Year 2025-2026 and adjust certain fees each fiscal year thereafter by the Consumer Price Index (CPI) for All Urban Consumers (Los Angeles-Long Beach-Anaheim, CA), provided however, that the adjustment shall in no event increase any fee beyond the estimated cost of providing the service to the public.

For the proposed facility rentals, staff recommends that the City Council maintain subsidies for residential fees and these fees won't be subjected to the annual CPI adjustments. The proposed fee schedule does not impact Recreation class fees or community event fees and continues to support specific fee subsidies for non-profit organizations.

Staff presented the proposed fee schedule and the User Fee Study to the Finance Committee for review. The Finance Committee recommended that the proposed fee schedule be presented to the City Council for consideration.

The notice for public hearing was published in the Gardena Valley News on May 15th and May 22nd. The public notice, the proposed fee schedule, and the User Fee Study were made available for public viewing starting on May 13, 2025 via the city's website and at the counter of the City Clerk's Office.

Staff respectfully recommends that at the conclusion of the Public Hearing the City Council, adopt Resolution No. 6702. The development related fees will go into effect on August 1, 2025. All other fees and charges, including facility rental fees, will become effective on July 1, 2025.

FINANCIAL IMPACT/COST:

Approximately additional $400,000 per fiscal year for the General Fund

ATTACHMENTS:

Resolution No. 6702 - Adopting New Fee Schedules.pdf
Exhibit A - Proposed User Fee Schedule.pdf

Exhibit B - Proposed Facility Rental Fees.pdf
Gardena Comprehensive User Fee Study.pdf
RCS - Gardena User Fee Study Presentation.pdf

APPROVED:

_____
Clint Osorio, City Manager

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RESOLUTION NO. 6702

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA ADOPTING NEW FEE SCHEDULES FOR CITY SERVICES AND FACILITY RENTALS IN THE CITY OF GARDENA

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

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Gardena is authorized to adopt and implement fees for services provided that such fees do not exceed the actual cost to the City in providing the services; and

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

WHEREAS, in 2019 the City Council adopted Resolution No. 6386 establishing a comprehensive fee schedule; and

WHEREAS, Resolution No. 6386 recommended that the fees be reexamined every three years; and

WHEREAS, in 2023, the City engaged Revenue Cost Specialists (RCS) to conduct an independent Citywide Fee Study to determine the appropriate costs for service fees and facility rental rates for certain City-owned facilities. In July 2024, the Citywide Fee Study was completed, which included a thorough analysis of the total cost of providing services, including applicable direct and indirect costs associated with specific services, a copy of which is maintained on file with the City Clerk; and

WHEREAS, certain fees are subject to the adoption procedures set forth in Government Code section 66016, and others are subject to the procedures set forth in Government Code section 66018; and

WHEREAS, in accordance with Government Code section 66016, the City has made available to the public at least ten (10) days prior to its public hearing, information required under Government Code Section 66016, and notice of this hearing has been mailed to all interested persons who have requested such notice at least 14 days prior to the date of this hearing; and

WHEREAS, in accordance with Government Code sections 66018, 6062(a) and 66019, the City Council called a public hearing for May 27, 2025, for the purpose of receiving public comments to the proposed fees. Notice of the public hearing was given by publication in the Gardena Valley News, a newspaper of general circulation within the City once a week for two weeks commencing at least 10 days prior

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to the public hearing, with at least 5 days intervening between the first and last publication. On May 27, 2025, at the time and place set for the public hearing, the City Council heard and considered all oral and written presentations and comments made regarding the proposed fees

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

SECTION 1. RECITALS

That the Recitals set forth above are true and correct.

SECTION 2. SERVICE FEES

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

B. Based on the User Fee Study completed by Revenue Cost Specialists in July 2024, which provides the details of fees, the cost of providing the services for each fee, and the recommended recovery level, the City Council finds that the fees attached hereto as Exhibit A do not exceed the reasonable cost of providing the listed services and in fact, in a majority of cases, are lower than the actual costs.

C. All fees set by this Resolution are for each identified process; additional fees shall be required for each additional process or services that is requested or required. Where fees are indicated on a per-unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

D. Resolution No. 6386 is hereby rescinded, and the fees set forth in Exhibit A shall supersede all previously enacted fees covering the same services, regardless of whether such fees are set forth in Resolution No. 6386.

SECTION 3. FACILITY RENTAL FEES

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

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

SECTION 4.

The fees established by this Resolution in Exhibit A will be adjusted to increase or decrease on an annual basis commencing on July 1, 2026 and each subsequent July

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thereafter by the Consumer Price Index (CPI) for All Urban Consumers (Los Angeles-Long Beach-Anaheim, CA), provided however, that the adjustment shall in no event increase any fee beyond the estimated cost of providing the service to the public in accordance with Government Code Section 66016.

SECTION 5. EFFECTIVE DATE

This Resolution shall go into full force and effective immediately but shall be subject to the terms and conditions pursuant to Government Code § 66017. Development related fees will go into effect August 1, 2025, Facility rental fees shall go into effect July 1, 2025, while all other fees will become effective on July 1, 2025 and will remain effective unless repealed or superseded.

SECTION 6.

This Resolution is exempt from review under the California Environmental Quality Act (Cal. Pub. Res. Code§§ 211 000. et seq.; "CEQA") and CEQA regulations (Cal. Code Regs. tit. 14, §§ 15000, et seq.) because it establishes, modifies, structures, restructures, and approves rates and charges for meeting operating expenses; purchasing supplies, equipment, and materials; meeting financial requirements; and obtaining funds for capital projects needed to maintain service within existing service areas. This Resolution, therefore, is categorically exempt from further CEQA review under Cal. Code Regs. tit. 14. § 15273.

SECTION 7.

If any portion of this Resolution is declared invalid or unconstitutional, then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

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

Passed, approved, and adopted this 27th day of May, 2025.

_____
TASHA CERDA, Mayor

ATTEST:

_____
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____
CARMEN VASQUEZ, City Attorney

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
1	All Departments - General	Documents - Faxed Per Page	$0.15	First 10 pages no charge then $0.20 per page; FPPC related docs $0.10 per page	
2	All Departments - General	Documents - Mailed Special	Actual Cost	Actual Cost	
3	All Departments - General	Documents - Mailed Standard	Actual Cost	Actual Cost	
4	~~All Departments - General~~	~~Duplication - Audio/Visual per CD, DVD, PRA~~	~~$50.00~~		
5	~~All Departments - General~~	~~Duplication - 911 Calls~~	~~$50.00~~		
6	All Departments - General	Electronic File Copy	$20.00	$10.00	
7	All Departments - General	Outside Reproduction - Misc	Actual Cost	Actual Cost	
8	All Departments - General	Photocopies Per Page - Color, 8.5 x 11	$0.20	First 10 pages no charge then $0.20 per page; FPPC related docs $0.10 per page	
9	~~All Departments - General~~	~~Photocopies Per Page - Special Paper~~	~~$1.00~~		
10	All Departments - General	Photocopies Per Page - Standard, 8.5 x 11	$0.15	First 10 pages no charge then $0.20 per page; FPPC related docs $0.10 per page	
11	~~All Departments - General~~	~~Scanning Fee - 11 x 17, 22 x 34 B/W, Color~~	~~$1.00~~		
12	~~All Departments - General~~	~~Scanning Fee - 24 x 34 - 36, 36 x 48 B/W~~	~~$1.50~~		
13	~~All Departments - General~~	~~Scanning Fee - 24 x 34 - 36, 36 x 48 Color~~	~~$3.00~~		
14	All Departments - General	Scanning Fee - 8 1/2 x 11 B/W	$0.10	First 10 pages no charge then $0.20 per page; FPPC related docs $0.10 per page	
15	All Departments - General	Scanning Fee - 8 1/2 x 11 Color	$0.25	First 10 pages no charge then $0.20 per page; FPPC related docs $0.10 per page	
16	All Departments - General	Scanning Fee - Admin	$10.00	$10.00	
17	All Departments - General	Scanning Fee & Storage	$2.00	$2.00	
18	~~All Departments - General~~	~~Scanning Fee - Certified Plans~~	~~$6.00~~		
19	~~All Departments - General~~	~~Scanning Fee - Duplicate CD Disk~~	~~$15.00~~		
20	~~All Departments - General~~	~~Scanning Fee - Microfiche 16mm~~	~~$0.25~~		
21	~~All Departments - General~~	~~Scanning Fee - Microfiche 35mm~~	~~$0.50~~		
22	All Departments - General	Scanning Fee - Special Scanning	Actual Cost	Actual Cost	
23		**Animal License**			
24	~~Animal Control~~	~~Animal License - Altered Cat (Voluntary)~~	~~$5.00~~		
25	Animal Control	Animal License - Altered Dog	$25.00	$25.00	
26	Animal Control	Animal License - Altered Dog (Prepaid for 3 Years)	$75.00	$60.00	
27	Animal Control	Animal License - Penalty Fee	Same as License Fee	Same as License Fee	
28	Animal Control	Animal License - Altered Cat, Senior Rate[5]	$0.00	$0.00	
29	Animal Control	Animal License - Altered Dog, Senior Rate[5]	$7.50	$7.50	
30	Animal Control	Animal License - Field Enforecement Fee	$50.00	$50.00	
31	Animal Control	Animal License - Un-Altered Cat	$10.00	$10.00	
32	Animal Control	Animal License - Un-Altered Dog	$60.00	$60.00	
33	Animal Control	Animal License - Un-Altered Dog (Prepaid for 3 Years)	$180.00	$150.00	
34	Animal Control	Animal License - Military Veterans w/ Disabilities (Altered Dog)	$0.00	$0.00	
35	Animal Control	Animal Impound		$45.00	
36	Animal Control	Animal In-House Quarantine		$70.00	
37	City Clerk	Document Certification	$34.00	$30.00	
38	~~City Clerk~~	~~Document Copy - City Council Minutes (Annual - All Meetings)~~	~~$24.00~~		
39	~~City Clerk~~	~~Document Copy - Microfilm Records~~	~~$24.00~~		
40	City Clerk	Lobbyist - Late Fee (Penalty)	$33.00	$30.00	
41	City Clerk	Lobbyist - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$24.00	$30.00	
42	City Clerk	Lobbyist Employer, Lobbying Firm - Late Fee (Penalty)	$33.00	$30.00	
43	City Clerk	Lobbyist Employer, Lobbying Firm - Registration Statement/Amended Registration Statement/Annual Report Filing Fee	$33.00	$30.00	
44	City Clerk	Local Candidate Filing Processing		$25.00	
45	City Clerk	Local Initiative Filing Processing		Refundable $200 per Initiative	
46	City Clerk	Notary Services	$15.00	$15.00	
47	City Clerk	Other Services (not listed on fee schedule)	At Cost	At Cost	
48	City Clerk	**Passport Fees**			
49	City Clerk	Execution Fee	$35.00	$35.00	
50	City Clerk	Passport Photo	$10.00	$10.00	
51	City Clerk	Express Mail	Actual Cost	Actual Cost	
52	City Treasurer	Non-Sufficient Funds Check Fee	1st is $25/ Subsequent is $35 per Occurrence	$50.00	

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
53	City Treasurer	Credit Card Transaction Fee	Actual Cost	Actual Cost	
54	Community Development	Addt'l Square Footage Plan Check - Administration Fee	$157.00	$157.00	☑
55	Community Development	Affidavid for Duplication of Plans	$150.00	$150.00	☑
56	Community Development	Appeal of CD Director Decisions to Planning Commission	$1,353.00	$2,235.00	☑
57	Community Development	Building Construction Without Permit	Same as Building Permit	Same as Building Permit	
58	Community Development	Building Permit - Non-Residential ReRoof	100% of Building Permit	100% of Building Permit	
59	Community Development	Building Permit Issuance Fee	$70.00	$70.00	☑
60	Community Development	Building Permit Re-Issuance Fee	$82.00	$82.00	☑
61	Community Development	Building Permit Re-Issuance Inspection Fee	$59.00	$59.00	☑
62	Community Development	Building Plan Check Fee	100% of Building Permit	100% of Building Permit	
63	Community Development	Building Plan Check Fee - Title 24, Part 6, Part 11 & Energy	100% of Building Permit Fee	100% of Building Permit Fee	
64	Community Development	**Building/Demolition - Residential**			
65	Community Development	~up to $500 valuation	$34.00	$34.00	
66	Community Development	~$501 - $2,000 valuation	$34 + $4 / $100 valuation	$34 + $4 / $100 valuation	
67	Community Development	~$2,001 - $25,000 valuation	$94 + $20 / $1,000	$94 + $20 / $1,000 valuation	
68	Community Development	~$25,001 - $50,000 valuation	$554 + $14 / $1,000	$554 + $14 / $1,000 valuation	
69	Community Development	~$50,001 - $100,000 valuation	$904 + $10.50 / $1,000 valuation	$904 + $10.50 / $1,000 valuation	
70	Community Development	~$100,001 - $500,000 valuation	$1,429 + $7.50 / $1,000 valuation	$1,429 + $7.50 / $1,000 valuation	
71	Community Development	~$500,001 to $1M	$4,429 + $6.50 / $1,000 valuation	$4,429 + $6.50 / $1,000 valuation	
72	Community Development	~Greater than $1M	$7,679 + $5.50 / $1000 valuation	$7,679 + $5.50 / $1000 valuation	
73	Community Development	**Building/Demolition - Commercial**			
74	Community Development	~up to $500 valuation	$34.00	$34.00	
75	Community Development	~$501 - $2,000 valuation	$34 + $4 / $100 valuation	$34 + $4 / $100 valuation	
76	Community Development	~$2,001 - $25,000 valuation	$94 + $20 / $1,000	$94 + $20 / $1,000 valuation	
77	Community Development	~$25,001 - $50,000 valuation	$554 + $15 / $1,000	$554 + $15 / $1,000 valuation	
78	Community Development	~$50,001 - $100,000 valuation	$929 + $11 / $1,000	$929 + $11 / $1,000 valuation	
79	Community Development	~$100,001 - $500,000 valuation	$1,479 + $8 / $1,000	$1,479 + $8 / $1,000 valuation	
80	Community Development	~$500,001 to $1M	$4,679 + $7 / $1,000	$4,679 + $7 / $1,000 valuation	
81	Community Development	~Greater than $1M	$8,179 + $5.50 / $1,000 valuation	$8,179 + $5.50 / $1,000 valuation	
82	Community Development	**Grading (in cubic yards)**			
83	Community Development	1 to 100 cubic yards	$799.00	$799.00	
84	Community Development	101 to 1,000 cubic yards	$799 + $95 / 100 or	$799 + $95 / 100 or fraction	
85	Community Development	1,001 to 10,000 cubic yards	$1,654 + $105 / 1,000 or fraction	$1,654 + $105 / 1,000 or fraction	
86	Community Development	10,001 to 100,000 cubic yards	$2,599 + $110 / 10,000 or fraction	$2,599 + $110 / 10,000 or fraction	
87	Community Development	100,001 to 500,000 cubic yards	$3,589 + $125 / 10,000 or fraction	$3,589 + $125 / 10,000 or fraction	
88	Community Development	More than 500,000 cubic yards	$8,589 + $140 / 10,000 or fraction	$8,589 + $140 / 10,000 or fraction	
89	Community Development	Grading Permit Plan Check	100% of Grading Permit	100% of Grading Permit	
90	Community Development	Business License - SB 1186 Disability Access Fee	$4.00	$4.00	
91	Community Development	Business License Application Storage (Scanning) Fee	$31.00	$31.00	
92	Community Development	Business License Certificate of Occupancy	$212.00	$205.00	
93	Community Development	Business License Duplication Fee	$13.00	$25.00	
94	Community Development	**Business License Fire Inspection:**			
95	Community Development	Business License Fire Inspection: 0 - 5,000 sq ft	$176.00	$176.00	☑
96	Community Development	Business License Fire Inspection: 5,001 - 10,000 sq ft	$352.00	$352.00	☑
97	Community Development	Business License Fire Inspection: 10,001 - 15,000 sq ft	$352.00	$352.00	☑
98	Community Development	Business License Fire Inspection: 15,001 sq ft or more	$352.00	$352.00	☑
99	Community Development	Business License Zoning Review	$116.00	$29.00	
100	Community Development	Business Registration Fee - State & Federal Exempt Only	$27.00	$27.00	
101	Community Development	Certificate of Exemption	$250 + Actual Cost	Standard: $255 + Actual Cost In-Fill: $1,190 + Actual Cost	
102	Community Development	Change of Contractor	Same as Permit	Same as Permit Issuance Fee	
103	Community Development	**Code Enforcement**			

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
104	Community Development	Abatement Warrant		$360 per warrant + attorney & court cost	
105	Community Development	Code Enforcement Inspections		$120	
106	Community Development	Inspection Warrant		$120 per warrant + attorney & court cost	
107	Community Development	Nuisance Abatement		Actual Cost	
108	Community Development	**Construction & Demolition - Admin Fee (Valuation)**			
109	Community Development	~Under $49,999	$0.00	$0.00	
110	Community Development	~$50,000-$500,000	$1 / $100 in valuation	$1 / $100 in valuation	
111	Community Development	~$500,001 and above	$5,000.00	$5,000.00	
112	Community Development	**Construction & Demolition - Diversion Deposit (Valuation)**		$0.00	
113	Community Development	~$50,000-$99,999	$5,000.00	$5,000.00	
114	Community Development	~$100,000-$249,999	$7,500.00	$7,500.00	
115	Community Development	~$250,000-$499,999	$10,000.00	$10,000.00	
116	Community Development	~$500,000 and above	$15,000.00	$15,000.00	
117	Community Development	Copy of Certificate of Occupancy	$33.00	$33.00	
118	~~Community Development~~	~~Data Extract - Expanded (Hourly Rate[2])~~	~~$47 / Hour~~		
119	~~Community Development~~	~~Data Extract - Full~~	~~$30.00~~		
120	~~Community Development~~	~~Data Extract - Single~~	~~$15.00~~		
121	Community Development	Development Impact Fee (Multi-Family Developments)	$1,000 / Unit	$1,000 / Unit	
122	Community Development	EIR	$600 + Actual Cost	Actual Cost	
123	Community Development	Electrical Permit - Branch Circuits - 1st (Commercial)	$47.00	$47.00	
124	Community Development	Electrical Permit - Branch Circuits - Each Addt'l (Commercial)	$24.00	$24.00	
125	Community Development	Electrical Permit - Branch Circuits (Residential)	$24.00	$24.00	
126	Community Development	Electrical Permit - Issuance fee	$70.00	$70.00	
127	Community Development	Electrical Permit - Light Standard (1)	$59.00	$59.00	
128	Community Development	Electrical Permit - Light Standards (Each Addt'l. Light Fixture)	$14.00	$14.00	
129	Community Development	Electrical Permit - Misc Level 1	$47.00	$47.00	
130	Community Development	Electrical Permit - Misc Level 2	$70.00	$70.00	
131	Community Development	Electrical Permit - Misc Level 3 (Hourly Rate[2])	$91 / Hour	$125 / hour	☑
132	Community Development	**Electrical Permit - Motors**			
133	Community Development	up to 5 HP	$24.00	$24.00	
134	Community Development	5.1 HP - 20 HP	$24.00	$24.00	
135	Community Development	20.1 HP - 50 HP	$47.00	$47.00	
136	Community Development	50.1 HP - 100 HP	$66.00	$66.00	
137	Community Development	Over 100 HP	$124.00	$124.00	
138	Community Development	Electrical Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
139	Community Development	Electrical Permit - Plan Check Fee	100% of Electrical Permit	100% of Electrical Permit	
140	Community Development	Electrical Permit - Receptacles/Switches/Outlets (5 or less)	$7.00	$7.00	
141	Community Development	Electrical Permit - Receptacles/Switches/Outlets (Each Addt'l)	$2.00	$2.00	
142	Community Development	**Electrical Permit - Service**			
143	Community Development	up to 200 A	$43.00	$43.00	
144	Community Development	201-400 A	$89.00	$89.00	
145	Community Development	401-1,200 A	$104.00	$104.00	
146	Community Development	Over 1200 A	$116.00	$116.00	
147	Community Development	Each Addt'l Meter Over One	$12.00	$12.00	
148	Community Development	Panel Boards - New or Additional	$43.00	$43.00	
149	Community Development	Temp Service	$89.00	$89.00	
150	Community Development	**Electrical Permit - Sign**			
151	Community Development	Alternating Signs or Sign Wiring	$43.00	$43.00	
152	Community Development	Each Additional Transformer or Ballast Over One	$13.00	$13.00	
153	Community Development	Sign	$43.00	$43.00	
154	Community Development	Time Clock	$13.00	$13.00	
155	Community Development	**Electrical Permit - Solar Panels[8]**			
156	Community Development	*Residential:*			
157	Community Development	PV System - 15kW or less	$448 + SB1473 Fee	$448 + SB1473 Fee	
158	Community Development	PV System - More than 15kW	$448 + SB1473 Fee	$448 + SB1473 Fee	
159	Community Development	Thermal - 10kW or less	$448 + SB1473 Fee	$448 + SB1473 Fee	
160	Community Development	Thermal - More than 10kW	$448 + SB1473 Fee	$448 + SB1473 Fee	
161	Community Development	*Commercial:*			
162	Community Development	PV System - 50kW or less	$331 + SB1473 Fee	$331 + SB1473 Fee	

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
163	Community Development	PV System - 51kW - 250kW	$331 + $7 per kW above	$331 + $7 per kW above 50kW	
164	Community Development	PV System - Above 250kW	$1,731 + $5 per kW above 250kW	$1,731 + $5 per kW above 250kW	
165	Community Development	Thermal - 30kW or less	$331 + SB1473 Fee	$331 + SB1473 Fee	
166	Community Development	Thermal - 30kW - 260kW	$331 + $7 per kW above	$331 + $7 per kW above 30kW	
167	Community Development	Thermal - Above 260kW	$1,941 + $5 per kW above 260kW	$1,941 + $5 per kW above 260kW	
168	Community Development	Electrical Permit - Temporary Power Pole (per pole)	$89.00	$89.00	☑
169	Community Development	Electrical Permit - Violation	Same as Electrical Permit Issuance Fee	Same as Electrical Permit Issuance Fee	
170	Community Development	Energy Plan Check - Level 1 (5 forms or less)	15% of the original	15% of the original permit fee	
171	Community Development	Energy Plan Check - Level 2 (more than 5 forms)	25% of the original	25% of the original permit fee	
172	Community Development	Expired/Renewal Permit	Same as Original Permit	Same as Original Permit Fee	
173	Community Development	Fireworks Annual Regulatory Fee for Wholesallers or Distributors	$8,000	$8,000.00	
174	Community Development	Health & Safety Code - Continuing Education	4% of Plan Check Fee	4% of Plan Check Fee	
175	Community Development	Home Sharing Program Permit	$1,337	$1,336	
176	Community Development	Job Fee	$1 per $1,000 of the total of building contract	$1 per $1,000 of the total of building contract	
177	Community Development	Home Occupation Permit	$111.00	$134.00	
178	Community Development	Map Duplication 11 x 17	$20.00	At Cost	
179	Community Development	Map Duplication 24 x 36	$50.00	At Cost	
180	Community Development	Map Duplication 8 1/2 x 11	$10.00	At Cost	
181	Community Development	Mechanical Permit - Air Handling Units	$100.00	$100.00	
182	Community Development	Mechanical Permit - Appliance Vent	$55.00	$55.00	
183	Community Development	**Mechanical Permit - Boiler Compressor/Air Conditioner**			
184	Community Development	up to 3 HP, 100,000 BTU	$160.00	$160.00	
185	Community Development	up to 3HP - 15HP	$87.00	$87.00	
186	Community Development	up to 15 HP - 50 HP	$64.00	$64.00	
187	Community Development	over 50 HP	$43.00	$43.00	
188	Community Development	Mechanical Permit - Evaporative Cooler	$70.00	$70.00	
189	Community Development	Mechanical Permit - Exhaust Hood/Fireplace	$121.00	$121.00	
190	Community Development	Mechanical Permit - Forced Air/Heater (10,000 BTU and Over)	$100.00	$100.00	
191	Community Development	Mechanical Permit - Forced Air/Heater (Up to 10,000 BTU)	$70.00	$70.00	
192	Community Development	Mechanical Permit - Heaters (Suspended/Wall/Floor)	$70.00	$70.00	
193	Community Development	Mechanical Permit - Issuance Fee	$70.00	$70.00	
194	Community Development	Mechanical Permit - Misc. Level 1	$47.00	$47.00	
195	Community Development	Mechanical Permit - Misc. Level 2	$70.00	$70.00	
196	Community Development	Mechanical Permit - Misc. Level 3 (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
197	Community Development	Mechanical Permit - Other Mechanical Equipment[6]	$40.00	$40.00	
198	Community Development	Mechanical Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
199	Community Development	Mechanical Permit - Plan Check Fee	100% of Mechanical	100% of Mechanical Permit	
200	Community Development	Mechanical Permit - Repair - Heating/Refrigeration	$59.00	$59.00	
201	Community Development	Mechanical Permit - Vent Fan	$44.00	$44.00	
202	Community Development	Mechanical Permit - Violation	Same as Mechanical Permit Issuance Fee	Same as Mechanical Permit Issuance Fee	
203	Community Development	Mitigated Negative Declaration	$500 + Actual Cost	Actual Cost	
204	Community Development	Mitigation/Cond/ Monitoring Compl Fee	$423.00	Actual Cost	
205	Community Development	Negative Declaration	$500 + Actual Cost	Actual Cost	
206	Community Development	Over the Counter Plan Check Fee - Level 1	$55.00	$95.00	☑
207	Community Development	Over the Counter Plan Check Fee - Level 2	$95.00	65% of Permit Fee	
208	Community Development	Over the Counter Plan Check Fee - Level 3 (Hourly Rate[2])	$120 / Hour	Actual Cost	
209	Community Development	Park-in-Lieu Fee (Residential subdivisions only)	$10,000 / Unit	$10,000 / Unit	
210	Community Development	Parking-in-Lieu (Commercial projects in C-R zone)	$750 / Space	$750 / Space	
211	Community Development	Plan Check Fee - Each Review Over 2 (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
212	Community Development	Plan Check Fee - Expedited (not applicable to over the counter plan check)	Addt'l 100% of Original Plan Check Fee	Addt'l 100% of Original Plan Check Fee	
213	Community Development	Plan Check Fee - Extensive (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
214	Community Development	Plan Check Fee - Revised Valuation	Fee Based on Actual Valuation	Fee Based on Actual Valuation	
215	Community Development	Planning Review - Additional		Actual Cost	
216	Community Development	Planning Review - Misc		Actual Cost	

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
217	Community Development	Planning Sign Permit		$167.00	
218	Community Development	Plumbing Permit - Gas Outlet	$50.00	$50.00	
219	Community Development	Plumbing Permit - Gas Outlet (Over 5 on One System)	$25.00	$25.00	
220	Community Development	Plumbing Permit - Gas System	$70.00	$70.00	
221	Community Development	Plumbing Permit - General Appliance[4]	$44.00	$44.00	
222	Community Development	Plumbing Permit - House Sewer (New or Additional)	$100.00	$100.00	
223	Community Development	Plumbing Permit - Interceptor Trap	$62.00	$62.00	
224	Community Development	Plumbing Permit - Issuance Fee	$70.00	$70.00	
225	Community Development	Plumbing Permit - Misc Level 1	$47.00	$47.00	
226	Community Development	Plumbing Permit - Misc Level 2	$70.00	$70.00	
227	Community Development	Plumbing Permit - Misc Level 3 (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
228	Community Development	Plumbing Permit - Plan Check Fee (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
229	Community Development	Plumbing Permit - Sewer Cap	$208.00	$208.00	
230	Community Development	Plumbing Permit - Sewer Capping of Backfill (private system) - Bond Required	$70.00	$70.00	
231	Community Development	Plumbing Permit - Swimming Pool - (Public or Semi-Public) - each	$100.00	$100.00	
232	Community Development	Plumbing Permit - Swimming Pool - Private	$89.00	$89.00	
233	Community Development	Plumbing Permit - Violation	Same as Plumbing Permit Issuance Fee	Same as Plumbing Permit Issuance Fee	
234	Community Development	Plumbing Permit - Water system	$39.00	$39.00	
235	Community Development	Plumbing Plan Check Fee	100% of Plumbing Permit	100% of Plumbing Permit	
236	Community Development	Property Entitlement Research (Non-PRA)	$70.00	$70.00	
237	Community Development	Property History Search	$94.00	$254.00	
238	Community Development	Public Noticing	$350.00	$350.00	
239	Community Development	Real Property Address Change (Residential)	$240.00	$492.00	☑
240	Community Development	Real Property Address Change (Non-Residential)	$286.00	$492.00	☑
241	Community Development	Request for Copy of Building Records	$125.00	$125.00	
242	Community Development	Residential Impact Fee Analysis	Actual Cost	Actual Cost	
243	Community Development	Parking Lot Reconfiguration Site Plan Review	$262.00	$878.00	☑
244	Community Development	**SB 1473 - CA Building Standards**			
245	Community Development	~$1 - $25,000 Valuation	$1.00	$1.00	
246	Community Development	~$25,001 - $50,000	$2.00	$2.00	
247	Community Development	~$50,001 - $75,000	$3.00	$3.00	
248	Community Development	~$75,001 - $100,000	$4.00	$4.00	
249	Community Development	~Every $25,000 or Fraction Thereof Above $100,000	$1.00	$1.00	
250	Community Development	**SMIP**			
251	Community Development	~Commercial	Valuation x 0.00028%	Valuation x 0.00028%	
252	Community Development	~Residential	Valuation x 0.00013%	Valuation x 0.00013%	
253	Community Development	Special Inspection/Re-inspection - 4 hrs min (Hourly Rate[2])	$88 / Hour	$125 / hour	☑
254	Community Development	Temporary Banner Permit	$77.00	$111.00	☑
255	Community Development	Truth in Sales - Interior	$117.00	$145.00	☑
256	Community Development	Truth in Sales - Exterior	$435.00	$513.00	☑
257	Community Development	Wireless Facility Permit	At Cost	Actual Cost	
258	Community Development	Zoning Verification Letter	$94.00	$166.00	☑
259	Public Works	Access Cover	$279.00	$296.00	☑
260	Public Works	Curb/Gutter - 0 - 50 Linear Ft	$248.00	$295.00	☑
261	Public Works	Curb/Gutter - Each Addt'l 50 Linear Ft	$60.00	$90.00	☑
262	Public Works	Driveway Approach Enroachment Permit	$248.00	$296.00	☑
263	Public Works	Dumpster/Moving Container in Street (Per Week)	$129.00	$148.00	☑
264	Public Works	Excavation Encroachment Pemit Deposit Requirement	As Determined by Engineer	As Determined by Engineer	
265	Public Works	Hydro - Punch Drill	$258.00	$296.00	☑
266	Public Works	Misc - Non-Research (Hourly Rate[2]) - Associate Engineer	$90.00	Actual Cost	
267	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Aide	$65.00	Actual Cost	
268	Public Works	Misc - Non-Research (Hourly Rate[2]) - Engineering Tech	$75.00	Actual Cost	
269	Public Works	Misc - Project Research (Hourly Rate[2])	$100.00	Actual Cost	
270	Public Works	Monitoring Well Permit	$248.00	$327.00	☑
271	Public Works	**MS4 Permit Facility Inspection**			
272	Public Works	Permitted Industrial Facilitites	$322.00	$322.00	☑
273	Public Works	No Exposure Certified & Permit Non-Filer	$170.00	$170.00	☑
274	Public Works	Automotive, Gas Stations, Nursery	$170.00	$170.00	☑
275	Public Works	Restaurant, Food Service, Others	$147.00	$147.00	☑

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
276	Public Works	Newsracks - Registration	$78.00	$65.00	
277	Public Works	Newsracks - Tag Duplication	$88.00	$90.00	
278	Public Works	Newsracks - Each Addt'l Inspection	$60.00	$60.00	
279	Public Works	Newsracks - Initial Inspection	$162.00	$120.00	
280	Public Works	Oversize Load Permit - Annual	$90.00	$90.00	
281	Public Works	Oversize Load Permit - Single Trip	$16.00	$16.00	
282	Public Works	Pavement - 0 - 1,500 sq ft	$258.00	$325.00	☑
283	Public Works	Pavement - Each Addt'l 1500 sq ft.	$53.00	$90.00	☑
284	Public Works	Permit to Remove/Trim Trees/Shrubs/Plants	$228.00	$285.00	☑
285	Public Works	Plan Check (Hourly Rate[2])	$98 / Hour	Actual Cost	
286	Public Works	Planting Trees	$100.00	$200.00	
287	Public Works	Public Property Damage Repair	At Cost	At Cost	
288	Public Works	Right of Way Vacation Review		Actual Cost	
289	Public Works	Separate Pour Inspection	$211.00	$211.00	☑
290	Public Works	Sewer Connection	$286.00	$354.00	☑
291	Public Works	Sewer Lateral	$381.00	$354.00	☑
292	Public Works	Sewer Spill Response	At Cost	At Cost	
293	Public Works	Shopping Carts - Admin	$87.00	$64.00	
294	Public Works	Sidewalk-Base 0 - 100 sq ft	$258.00	$295.00	☑
295	Public Works	Sidewalk-Base - Each Addt'l 100 sq ft	$58.00	$90.00	☑
296	Public Works	Special Event Setu-Up/Clean-Up	At Cost	At Cost	
297	Public Works	Suplemental Employment Proposal	Actual Cost	Actual Cost	
298	Public Works	Traffic Control Permit - Each Addt'l Day	$107.00	$115.00	
299	Public Works	Traffic Control Permit - One Day	$498.00	$240.00	☑
300	Public Works	Trench Excavation - 1 - 100 Linear Feet	$258.00	$355.00	☑
301	Public Works	Trench Excavation - Each Addt'l 100 Linear Feet	$67.00	$115.00	☑
302	Public Works	Utility Cuts	$335.00	$358.00	☑
303	Public Works	Utility Work, Per Location	$335.00	$358.00	☑
304	GTrans	Temporary Bus Stop Closure/Removal	$175/1st stop per 24 hrs, $125 each additional	$500/day $300 Late Fee $300 Extension Fee	
305	GTrans	Events & Closure	Actual Cost	Actual Cost	
306	Multi-Department	Adult Oriented Establishment Permit	$2,046.00	$10,000 Deposit + Actual Cost	
307	Multi-Department	Amplified Sound Permit	$175.00	$102.00	☑
308	Multi-Department	Amusement Arcade Establishment Permit	$919.00	$817.00	☑
309	Multi-Department	Amusement Device Permit	$693.00	$796.00	☑
310	Multi-Department	Annual Event Clean-Up	$406.00		
311	Multi-Department	Annual or Periodic Event Permit	$449.00	1-99 Attendees: $360 Private, $985 Public 100-299 Attendees: $445 Private, $1,225 Public 300+ Attendees: $755 Private, $1,350 Public	
312	Multi-Department	Appeal of City Manager Decisions/Staff Determination to City Council	$1,344.00	At Cost	
313	Multi-Department	Appeal of Fireworks Permit Suspension	$454.00	$1,530.00	☑
314	Multi-Department	Appeal of Planning Commission Decisions to City Council	$2,243.00	$3,044.00	☑
315	Multi-Department	Appeal of Staff Determination to the City Manager	$937.00	$1,580.00	☑
316	Multi-Department	Auction House Establishment Permit	$891.00	$778.00	☑
317	Multi-Department	Auto Wrecking Establishment Permit	$1,132.00	$778.00	☑
318	Multi-Department	Billiards/Poolroom Establishment Permit	$1,554.00	$1,709.00	☑
319	Multi-Department	Billiards/Poolroom Establishment Permit - Renewal (Admin Approval)	$972.00	$465.00	
320	Multi-Department	Bingo Permit	$1,232.00	$50.00	
321	Multi-Department	Bingo Permit Renewal (Admin Approval)	$708.00	$50.00	
322	Multi-Department	Block Party Permit	$100 + $100 Deposit	$00 + $100 Deposit	
323	Multi-Department	Business License Renewal Processing		$22	
324	Multi-Department	Business License Renewal Processing (Nonprofit)		$0	
325	Multi-Department	Circus/Carnival Permit	$1,537.00	$2,552.00	☑
326	Multi-Department	Conditional Use Permits	$4,656.00	$7,242.00	☑
327	Multi-Department	Variance	$4,656.00	$4,138.00	☑
328	Multi-Department	Tentative Parcel/Track Map	$4,656.00	$4,531.00	☑
329	Multi-Department	Site Plan Review	$4,656.00	$6,196.00	☑
330	Multi-Department	Modification to Approved Entitlement	$4,656.00	$4,588.00	☑
331	Multi-Department	New/Amended Specific Plan	$4,656.00	$10,000 Deposit + Actual Cost	
332	Multi-Department	Curb Painting Permit	$1,424.00	$550 Deposit + Actual Cost	
333	Multi-Department	Multifamily Residential Design Review		$1,123.00	☑

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
334	Multi-Department	Density Bonus Review		$504.00	☑
335	Multi-Department	Dance Hall Permit	$1,166.00	$1,810.00	☑
336	Multi-Department	Dance Hall Permit - Renewal (Admin Approval)	$639.00	$465.00	
337	Multi-Department	Dance Permit	$150.00	$150.00	
338	Multi-Department	Easement Agreements/Document	$689.00	$245 + Actual Cost	
339	Multi-Department	Entertainment Permit	$1,829.00	$1,896.00	☑
340	Multi-Department	Entertainment Permit - Renewal (Admin Approval)	$1,162.00	$465.00	
341	Multi-Department	Entertainment/Event Day Use - Public Property (Determined by Dept Director)	$193.00	1-99 Attendees: $985 100-299 Attendees: $1,225 300+ Attendees: $1,350	
342	Multi-Department	Extension of Time - Planning/Entitlements (CD Director's	$350.00	$304.00	☑
343	Multi-Department	Extension of Time - Planning/Entitlements (Planning	$603.00	$1,087.00	☑
344	Multi-Department	Film Permit[7]	$200.00	$330.00	
345	Multi-Department	Fireworks Permit and Safety Class	$913.00	$1,168.00	☑
346	Multi-Department	Fireworks-Stand Removal	$343.00	$384.00	☑
347	Multi-Department	Fortunetelling Permit	$824.00	$1,810.00	☑
348	Multi-Department	Garage Sales	$30.00	$6.00	☑
349	Multi-Department	Handbill Permit	$543.00	$236.00	☑
350	Multi-Department	Junk Collector Permit	$1,058.00	$759.00	☑
351	Multi-Department	Junk Dealer Permit	$1,052.00	$759.00	☑
352	~~Multi-Department~~	~~Kennel Permit~~	~~$578.00~~		
353	Multi-Department	Lot Line Adjustment Parcel Map / Merger	$1,443.00	$1,685.00	☑
354	Multi-Department	Urban Lot Split	$1,443.00	$1,685.00	☑
355	Multi-Department	Massage - Certificate of Operation	$0.00	$0.00	
356	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Denial)	$683.00	$779.00	
357	Multi-Department	Massage - Certificate of Operation - Appeal to CM (Revocation)	$783.00	$1,073.00	
358	Multi-Department	Massage - Operator Permit - Appeal to CM (Denial)	$683.00	$779.00	
359	Multi-Department	Massage - Operator Permit - Appeal to CM (Revocation)	$783.00	$1,073.00	
360	Multi-Department	Massage - Work Permit - Appeal to CM (Denial)	$683.00	$779.00	
361	Multi-Department	Massage - Work Permit - Appeal to CM (Revocation)	$783.00	$893.00	
362	Multi-Department	Massage Establishment Permit	$1,166.00	$441.00	
363	Multi-Department	Minor Variance Permit/Administrative Adjustment	$1,789.00	$1,496.00	☑
364	Multi-Department	Non-Profit Solicitation Permit	$75.00	$75.00	
365	Multi-Department	Pawnbroker Permit	$1,347.00	$759.00	☑
366	Multi-Department	Peddler Permit	$592.00	$443.00	☑
367	Multi-Department	Permit Renewal (Auto Wrecking, Fortunetelling, Junk Collector, Junk Dealer, & Second Hand Dealer)	$554.00	$465.00	☑
368	Multi-Department	Playground - Private Permit	$916.00	$481.00	☑
369	Multi-Department	Pre-submittal Review[3]	$874.00	$406.00	☑
370	Multi-Department	Pre-Application Review	$874.00	$2,500 Deposit + Actual Cost	
371	Multi-Department	Relocation/Demo Housing Unit		Actual Cost	
372	Multi-Department	Secondhand Dealer Permit	$1,347.00	$759.00	☑
373	Multi-Department	Shooting Gallery Permit	$1,072.00	$1,810.00	☑
374	Multi-Department	Shooting Gallery Permit - Renewal (Admin Approval)	$546.00	$465.00	☑
375	Multi-Department	Similar Use Determination	$3,551.00	$968.00	☑
376	Multi-Department	Site Plan Review (Admin Approval)	$2,333.00	$3,425.00	☑
377	Multi-Department	Temporary Certificate of Occupancy	$850.00	$483.00	☑
378	Multi-Department	**Temporary Event Permit (Private Property)**			
379	Multi-Department	1-99 attendees	$360.00	$360.00	
380	Multi-Department	100-299 attendees	$447.00	$447.00	
381	Multi-Department	300 or more attendees	$756.00	$756.00	
382	Multi-Department	**Temporary Event Permit (Public ROW)**			
383	Multi-Department	1-99 attendees		$985.00	
384	Multi-Department	100-299 attendees		$1,225.00	
385	Multi-Department	300 or more attendees		$1,350.00	
386	Multi-Department	Temporary No Parking Sign	$60 per 300 ft	$65 per request + $60/day +	
387	Multi-Department	Temporary Use Permit	$1,063.00	$1,159.00	☑
388	Multi-Department	Zone Change, Ordinance / General Plan Amendment	$5,725.00	$11,012.00	☑
389	Multi-Department	Zone Text Amendment	$5,725.00	Actual Cost	
390	Police Department	Alarm Permit	$44.00	$44.00	
391	Police Department	Alarm Permit - Late Fee (Penalty)	Same as Alarm Permit	Same as Alarm Permit Fee	
392	Police Department	Arrest Summary Letter	$25.00	$23.00	
393	~~Police Department~~	~~Auction House Employee Permit~~	~~$420.00~~		
394	~~Police Department~~	~~Body Cam Video Extraction~~	~~$50.00~~		

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

	Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment
395	~~Police Department~~	~~Boxing/Wrestling Permit~~	~~$547.00~~		
396	Police Department	Civil Subpoena - Fee	$15.00	$15.00	
397	Police Department	Civil Subpoena - Clerical Costs	$24 / hour	$24 / hour	
398	Police Department	Civil Subpoena - Copies for 8.5x14 or smaller	$0.00	$0.15	
399	Police Department	Clearance Letter	$25.00	$23.00	
400	Police Department	Concealed Carry Weapon Permits	At Cost	$433 + Actual Cost	
401	Police Department	Concealed Carry Weapon Permit Renewal		$100 + Actual Cost	
402	Police Department	Crime Report	$23.00	$23.00	
403	Police Department	Disabled Placard Citation Dismissal Fee	$20.00	$20.00	
404	Police Department	Duplication - Photo print-out (each)	$8.00	$8.00	
405	Police Department	DUI Collision Response		At Cost	
406	Police Department	Fingerprinting/ID	$33.00	$38.00	
407	Police Department	Firearms Storage Fee	$12/month	$78/weapon	
408	Police Department	Massage - Operator Permit - CAMTC Certified	$228.00	$145 + Actual Cost	
409	Police Department	Massage - Operator Permit - Non-CAMTC Certified	$419.00	$145 + Actual Cost	
410	Police Department	Massage - Operator Permit Renewal - CAMTC Certified	$0.00	$90.00	
411	Police Department	Massage - Operator Permit Renewal - Non-CAMTC Certified	$284.00	$90.00	
412	Police Department	Massage - Work Permit - CAMTC Certified	$228.00	$150 + Actual Cost	
413	Police Department	Massage - Work Permit - Non-CAMTC Certified	$419.00	$150 + Actual Cost	
414	Police Department	Massage - Work Permit Renewal - CAMTC Certified	$0.00	$95 + ID Card	
415	Police Department	Massage - Work Permit Renewal - Non-CAMTC Certified	$284.00	$95 + ID Card	
416	Police Department	Other Business Background Check		$390 + Finger Printing	
417	Police Department	**Parking Permits (District)**			
418	Police Department	Parking Permit	$0.00	$15.00	
419	Police Department	Temporary Parking Permit	$0.00	$5.00	
420	Police Department	Police Security Services	At Cost	Actual Cost	
421	Police Department	Repossession Fees	$15.00	$15.00	
422	Police Department	Research Hourly Fee (for special report)	Actual Cost	Actual Cost	
423	~~Police Department~~	~~Sealing/Expungement Fee~~	~~$50.00~~		
424	Police Department	Special Work Permit - Card Club Employee/Contractor, Taxicab Driver, Auction House, Auto Wrecking Employee	$196.00	$195.00	
425	Police Department	Special Work Permit - Name Change, Address Change, Employer Change, Replacement Badges, Dual Permits	$50.00	$30 + ID Card	
426	Police Department	Special Work Permit - Gardena Card Club Employees	$125.00	$125.00	
427	Police Department	Special Work Permit - Renewals	$125.00	$125.00	
428	Police Department	Suplemental Employment Proposal	Actual Cost	Actual Cost	
429	~~Police Department~~	~~Taxicab - Certificate of Public Convenience~~	~~$200.00~~		
430	Police Department	Towing- Administration Fee	$260.00	$210.00	☑
431	Police Department	Traffic Collision Report	$25.00	$23.00	
432	~~Police Department~~	~~Trustee - Jail Rate (One Day)~~	~~$319.00~~		
433	~~Police Department~~	~~Trustee - Jail Rate (Each Addt'l Day)~~	~~$100.00~~		
434	Police Department	Vehicle Equipment Correction Sign Off (Non-Resident)	$40.00	$50.00	
435	Police Department	Vehicle Equipment Correction Sign Off (Resident)	$0.00	$0.00	
436	Police Department	Witness Fee - Sworn Officer	$275.00	$275.00	
437	Police Department	Witness Fee - Civilian	$275.00	$275.00	
438	Recreation & HS	Trackless Train Permit	$30.00	$50.00	
439	Recreation & HS	Jumper Permit	$30.00	$50.00	
440	Recreation & HS	Film Use Fee (for Park)	$400.00	$400.00	
441	Recreation & HS	Film Prep/Strike (1st & 2nd day)	$100.00	$100.00	
442	Recreation & HS	Film Prep/Strike (each additional day 2nd day)	$400.00	$400.00	
443	Recreation & HS	Still Photo Use Fee	$100.00	$100.00	
444	Recreation & HS	Additional Recreation Staff	Actual Cost	Actual Cost	

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

2 Hourly Rate Includes Personnel & Direct Overhead Costs

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

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

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

CITY OF GARDENA
PROPOSED USER FEE SCHEDULE
EXHIBIT A

Department	Fee Categories[1] & Unit/Time	Current	Proposed Fees	CPI Adjustment

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

7 All film permits for City of Gardena are being processed through FilmLA. Additional charges may apply.

8 Some solar panel permits are being processed through SolarAPP+.

CITY OF GARDENA
PROPOSED FACILITY RENTAL FEES
EXHIBIT B

	Fee Descriptions	Current Resident Fees	Current Non-Resident Fees	Proposed Resident Fees	Proposed Non-Resident Fees
1	Auditorium - Nakaoka (Entire Area w/ Kitchen) - Private Rental (per hour)	$75.00	$75.00	$115 / hour	$165 / hour
2	Auditorium - Nakaoka (Entire Area w/o Kitchen) - Private Rental (per hour)	$62.50	$68.75	$90 / hour	$140 / hour
3	Auditorium - Nakaoka (Kitchen only) - Private Rental (per hour)	N/A	N/A	$75 / hour	$120 / hour
4	Auditorium - Rowley (Entire Area w/ Kitchen) - Private Rental (per hour)	$43.75	$56.25	$85 / hour	$125 / hour
5	Auditorium - Rowley (Entire Area w/o Kitchen) - Private Rental (per hour)	N/A	N/A	$70 / hour	$105 / hour
6	Auditorium - Rowley (Kitchen only) - Private Rental (per hour)	N/A	N/A	$50 / hour	$80 / hour
7	Room - Maximum 25 people	$12.25	$25.00	$25.00	$40.00
8	Computer Lab - (per hour)	N/A	N/A	$50 / hour	$80 / hour
9	Rush Gymnasium (Entire Gym) - Private Rental	$200/4 hours	$250/4 hours	$100 / hour	$150 / hour
10	Rush Gymnasium (Half Gym) - Private Rental	$100/4 hours	$125/4 hours	$50 / hour	$75 / hour
11	Rush Gymnasium (Court #1-3) - Private Rental	$20/hour	$25/hour	$30/hour	$40/hour
12	Rowley Gymnasium (Full Gym) - Private Rental	$40.00/1.5 hours	$50.00/1.5 hours	$100/hour	$150/hour
13	Rowley Gymnasium (Half Gym) - Private Rental	$20.00/1.5 hours	$25.00/1.5 hours	$50/hour	$75/hour
14	Rowley Gymnasium (Court #1-2) - Private Rental	$25/hour	$25/hour	$30/hour	$40/hour
15	Additional Equipment/Furniture				
16	Television (on wheeled stand)	N/A	N/A	$25.00	$25.00
17	Wirelss Microphone	N/A	N/A	$10.00	$10.00
18	Audio Sound System with Projetion Screen	N/A	N/A	$75.00	$75.00
19	Piano (NCC only)	N/A	N/A	$50.00	$50.00
20	Dry Erase Board (on wheels)	N/A	N/A	$15.00	$15.00
21	Portable Speaker	N/A	N/A	$20.00	$20.00
22	Podium	N/A	N/A	Free	Free
23	Round Table - Per 5 Tables	N/A	N/A	$50.00	$50.00
24	White Chair - Per 40 Chairs	N/A	N/A	$50.00	$50.00
25	Highboy Table - Per 5 Tables	N/A	N/A	$40.00	$40.00
26					
27	Pool - Private Rental (Max 50 persons)	$225.00/3 hours	$270.00/3 hours	$100 / hour	$150 / hour
28	Pool - Private Rental (Each additional 25 persons)	$35.00/3 hours	$35.00/3 hours	$35/hour	$50/hour
29	Pool - Private Rental (Each additional hour)	$75.00/hour	$75.00/hour	N/A	N/A
30	Pool - Lifeguard/hour	Actual	Actual	Actual Costs	Actual Costs
31	Pool Cleaning (as needed)	N/A	N/A	Actual Costs	Actual Costs
32	Pool Security Deposit	N/A	N/A	$500.00	$500.00
33	Room Rentals - Private Rentals	$50.00/4 hours	$100.00/4 hours	$25 / hour	$40 / hour
35	Tennis Courts (w/o light) - Private Rental (2 courts)	$200.00/hour	$250.00/hour	$200 / hour	$250 / hour
36	Tennis Courts (w/o light) - Private Rental (single court)	Free	$25.00/hour	$100 / hour	$125 / hour

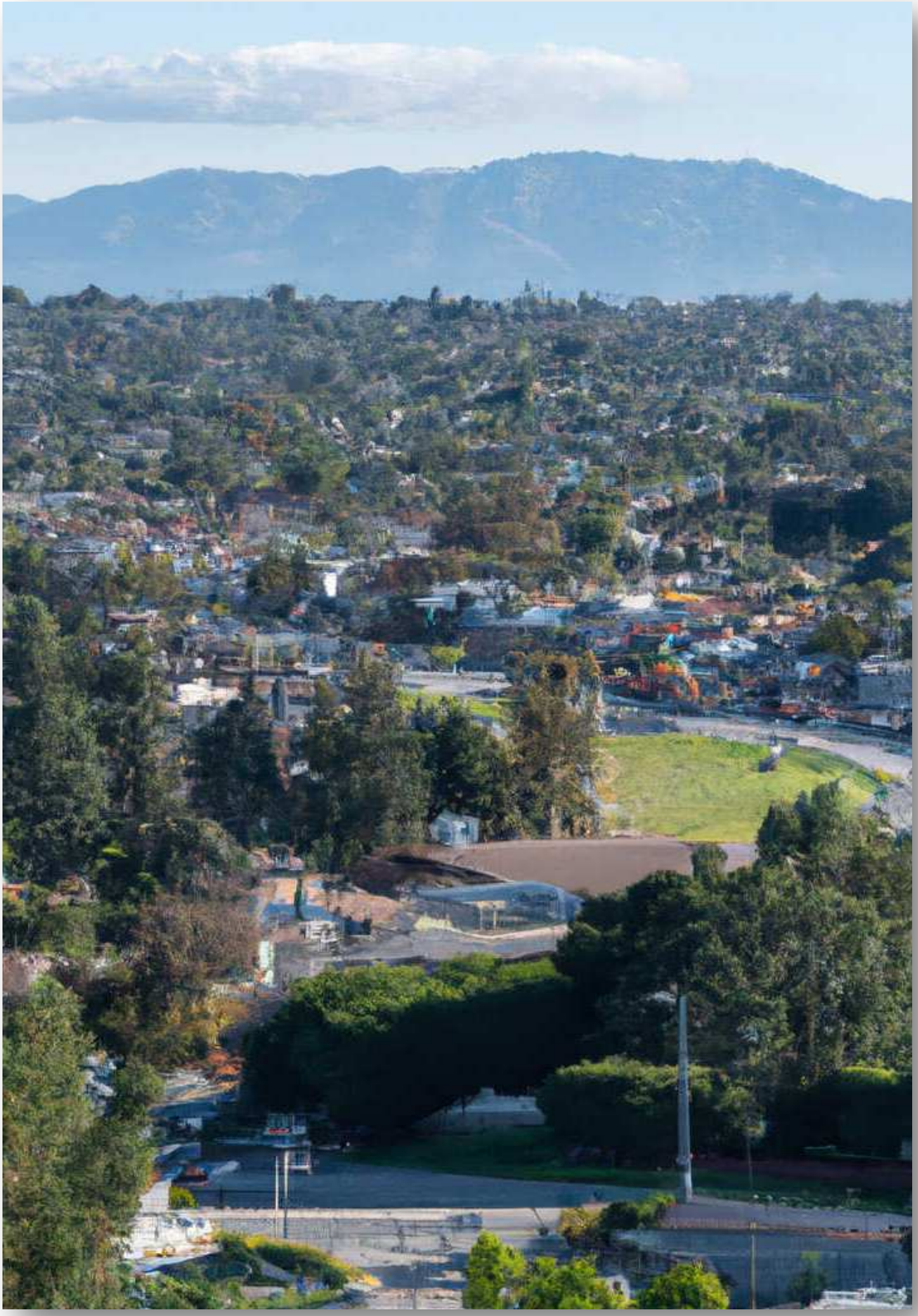
CITY OF GARDENA
PROPOSED FACILITY RENTAL FEES
EXHIBIT B

	Fee Descriptions	Current Resident Fees	Current Non-Resident Fees	Proposed Resident Fees	Proposed Non-Resident Fees
37	Tennis Courts (w/light) - Private Rental (2 courts)	$200.00/hour	$250.00/hour	$220/hour	$270/hour
38	Tennis Courts (w/light)- Private Rental (single court)	Free	$25.00/hour	$110	$135
39	Tennis Courts - Recreation Use Only			Free	Free
40	Rowley/Fukai Double Picnic Shelters - Private Rental (4 hours - Max 100 person)	$30.00	$75.00	$105.00	$210.00
41	Rowley/Fukai Double Picnic Shelters - Private Rental (4 hours - each additional 25 attendees)	$20.00	$25.00	$35.00	$70.00
42	Single Picnic Shelters - Private Rental (4 hours - Max 50 person)	$30.00	$75.00	$60/4 hrs	$120/4 hrs
43	Single Picnic Shelters - Private Rental (4 hours - each additional 25 attendees)	$20.00	$25.00	$20.00	$40.00
44	20' x 20' Grass Area - Private Rental (4 hours)	$75.00	$75.00	$75.00	$100.00
45	20' x 20' Grass Area - Private Rental (1.5 hours)	$20.00	$25.00	$20.00	$30.00
46	Sports Field/Outdoor Court (w/o lights) - Private Rental (per hour) (2 hour min)	N/A	N/A	$35 / hour	$45 / hour
47	Sports Field/Outdoor Court (w/lights) - Private Rental (per hour) (2 hour min)	$20/$100/$175/$200/ $210	$210/$250	$50 / hour	$65 / hour
48	Field Preparation (watering/dragging/lining)	N/A	N/A	$50.00	$50.00
49	~~Sports Field/Outdoor Court - Private Rental (4 hours)~~	~~$175.00~~	~~$210.00~~		
50	~~Baseball Diamond (w/ light) - Private Rental (4 hours)~~	~~$200.00~~	~~$250.00~~		
51	~~Baseball Diamond (w/ light) - Private Rental (1.5 hours)~~	~~$20.00~~	~~$25.00~~		
52	~~Soccer Field (w/ light) - Private Rental (4 hours)~~	~~$210.00~~	~~$250.00~~		
53	~~Soccer Field (w/ light) - Private Rental (2 hours)~~	~~$100.00~~	~~$125.00~~		
54					
55	Staff Fee (3 Hours Min)	$30/hour	$30/hour	$40/hour	$40/hour
56	Filming Parking Space Rental - Per Day (6am - 10 pm)	N/A	N/A	$25.00	$25.00
57	Facility Security Deposit (not including classrooms)	$250.00	$250.00	$250.00	$250.00
58	Sports Field/Outdoor Court Security Deposit	N/A	N/A	$100.00	$100.00
59					
60	**MULTI-DEPARTMENT SERVICES**				
61	Other Facilities Otherwise Not Listed (4 hours)	$270.00	$270.00	$270.00	$270.00
62	Facility Rental Support (IT & Security)	At Cost	At Cost	At Cost	At Cost
63	Commercial - City Facilities[2]	$750 Minimum	$750 Minimum	$750 Minimum	$1,000 Minimum

Cost of Services Study for the City of Gardena

JULY 2024

Prepared by:
Revenue & Cost Specialists, LLC
1519 E Chapman Ave, Ste C
Fullerton, CA 92831
www.revenuecost.com



July 8, 2024

Honorable Mayor and City Council
via City Manager Clint Osorio
City of Gardena
1700 West 162nd Street
Gardena, CA 90247

Honorable Mayor, City Council, and Mr. Osorio:

This Report is submitted pursuant to our contract with the City to perform a revenue and cost analysis for the City for its services, and this will result in updated user fees for the City of Gardena.

The motivation for this cost of services study is the need of both the City Council and City staff to maintain City's services at a level commensurate with the standards previously set by the City Council, and to maintain effective policy and management control of City services.

RCS wishes to thank all City department heads and staff for their assistance and cooperation extended to us during the accomplishment of our work, without whose aid this Report could not have been produced. The response, awareness and information gathered and supplied by numerous City employees make this Report the sound one we believe it to be.

Respectfully submitted,

ERIC JOHNSON
President

CHU THAI
Partner

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If all the recommendations and suggestions made in this Report are adopted, the City of Gardena would increase cost recovery by ***$460,600*** *on an annual basis*

EXECUTIVE SUMMARY

Revenue & Cost Specialists (RCS) is pleased to present the City of Gardena with this Cost of Services Study. This study was based on the City of Gardena's adopted FY 2022-23 budget and staffing information and latest fee schedule available to the public.

Fiscal Impact

If all the recommendations and suggestions made in this study are adopted, the City of Gardena would increase cost recovery by $460,600 on an annual basis. Typical with other studies we have performed, development services could achieve the greatest cost recovery from new revenues.

Possible New Revenues from Fee Increases

SERVICE	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PCT. RECOVERY FROM FEES		**POSSIBLE NEW REVENUE**
				ACTUAL	SUGGEST	
[S-001 to S-107] DEVELOPMENT SERVICES	$2,908,055	$3,088,108	($180,053)	94.2%	VAR.	**$234,400**
[S-108 to S-159] PUBLIC SAFETY	$648,458	$3,585,341	($2,936,883)	18.1%	VAR.	**$68,700**
[S-160 to S-174] RECREATION & HUMAN SERVICES	$1,101,244	$5,550,271	($4,449,027)	19.8%	VAR.	**$35,000**
[S-175 to S-179] TRANSIT & PUBLIC WORKS	$0	$0	$0	0.0%	VAR.	**$0**
[S-227 to S-238] ADMINISTRATION	$14,701	$138,970	($124,269)	10.6%	VAR.	**$122,500**
ALL FEE SERVICES	$4,672,458	$12,362,690	($7,690,232)	37.8%		**$460,600**

While RCS calculates a $7,690,232 subsidy from all the fee related services, we estimate $460,600 in possible new revenues, based on factors discussed later in this report. By adopting RCS' recommendations, far more equity between taxpayers and fee-payers would be gained, and the City's financial picture would be improved.

Comprehensive Approach

Gardena's fee study kicked off in March 2023, followed by a series of focused meetings going into the details of every user fee. All the data were reviewed multiple times to ensure confidence by City staff. The draft and final reports were reviewed by Gardena administration from October 2023 through March 2024. This fee study addressed all departments, providing development services, public works, public safety, community services and administration. This study also produced a cost allocation plan, which calculated the general fund overhead costs to other City funds.

RCS' Cost of Services Study did more than calculate the full cost of all city services. This process gave the City an opportunity to add new fees for services which the City is already providing, without a fee. We also recommended removal of fees which are no longer valid and modifying some user fee structures to improve city services. Our comprehensive approach includes a review of city fees and their legal feasibility, a discussion of fee invoicing and collections, and conversation of user fee trends and market demands.

RCS encourages the City to adopt updated user fees based on our study, as our findings include fees that are currently subsidized, no longer valid, can be legally challenged or currently inefficient to use.

Text Topics

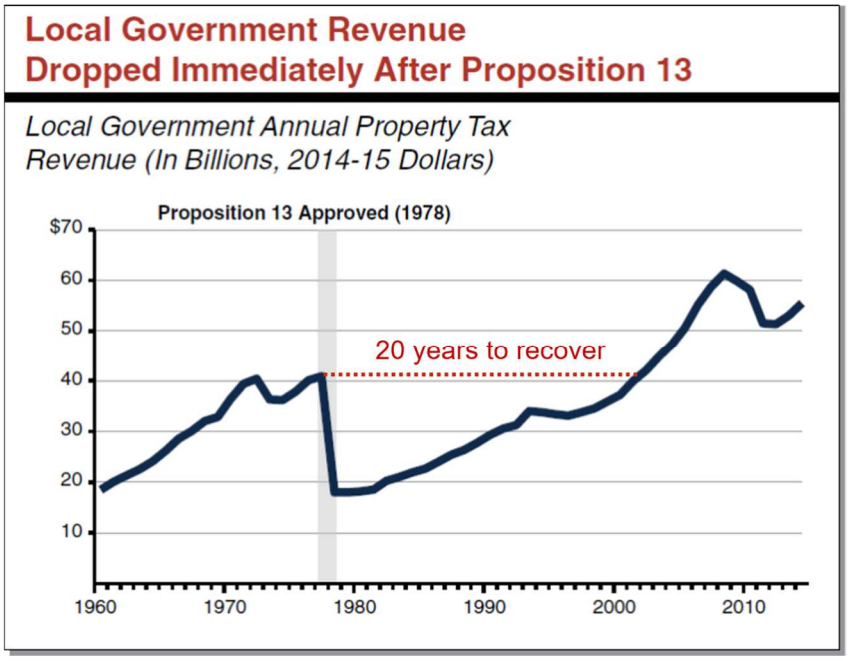
The remaining Chapters of this study address the following topics:

I. Background of Study
II. Calculating the Full Costs
III. Cost Recovery Recommendations
IV. Conclusion

CHAPTER I – BACKGROUND OF STUDY

Impact of Propositions 13, 4, 218 and 26

Proposition 13 passed by California voters in 1978, forever changing city budgets. Prior to 1978, cities and counties balanced their budgets with a property tax formula. The property tax which property owners paid could increase dramatically year over year, creating hardship for those with fixed incomes. Proposition 13 capped property tax rates at 1%, with annual inflation increase no more than 2%. The passage of Proposition 13 immediately reduced property tax payments from homes, businesses and farms by 57%.



Common Claims About Proposition 13 (2016) – Legislative Analyst's Office

The following year, Proposition 4 was passed primarily to clean up language related to taxes and appropriations limits after the wake of Proposition 13. However, there is one phrase in section 8(c) of the proposition text which better defines user charges and user fees.

> *"Proceeds of taxes" shall include, but not be restricted to, all tax revenues and the proceeds to an entity of government, from (1) regulatory licenses, user charges, and user fees to the extent that those proceeds exceed the costs reasonably borne by that entity in providing the regulation, product, or service…"*

Restated, any proceeds from user charges and user fees which exceed the "*costs reasonably borne*" are considered taxes. The legal ability for government agencies to charge fees in California in the

wake of all of the changes wrought by Proposition 13 comes out of that little phrase. The importance, and the deeper meaning, is detailed in this section of the author's intent documents:

> *"The phrase 'costs reasonably borne by such entity in providing the regulation, product, or service' is intended to incorporate all appropriations by an entity for reasonable costs appropriate for the continuation of service over time. This includes ongoing expenses such as operation costs and a reasonable allocation for overhead and administration, but it also includes responsible allocations for capital replacement, expansion of services, and repayment of related bond issuances would be considered 'costs reasonably borne'."*

Then, Proposition 218, passed in 1996 and becoming Articles XIIIC & D, further restricting municipal utility rates charged on property owners. Propositions 13, 4 and 218 have had, and will continue to have, a profound effect on California governments.

But it was left to the passage of Proposition 26, passed in 2010, to codify many of the fee setting practices of the previous 30 years. Article XIII C of the State Constitution was amended to formally declare that fees are not considered taxes if they do not exceed the reasonable costs of the service. Government Code Section 66014 further defined that statement for development fees.

Some of the types of services for which reasonable fees are allowable are:

- A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.

- A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.

- A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.

Article XIII C also provides that a local government agency must demonstrate that the amount of revenue to be generated by a fee is no more than necessary to cover the reasonable costs of the governmental activity supported by the fee, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received

from, the governmental activity. Therefore, a fee on liquor store owners to fund an alcohol education program would not be allowed.

While Proposition 26 was built on the foundations of Propositions 4 and 218, it provided a sharper definition of the reach and limits of service fees, and the courts have looked to it when reviewing fee challenges.

Legal Approach to Cost of Services Study

This report presents the analytical advantages which are available to the City through the institution of a comprehensive system designed by RCS to implement Article XIIIB of the California Constitution.

Systematic and Documented Approach. This analysis was designed to provide the City with a systematic and documented approach to understand, control, and recapture the costs which are forced on it by normal service demands, growth and general economic inflation.

Constitutional Methodology. The methodology used for this analysis is the "costs reasonably borne" test established by Section 8(c) of Proposition 4, now Article XIIIB of the California Constitution. In following that process, RCS has analyzed the ways in which City services can be financed more equitably to assure the City's future financial viability.

Full Business Costs Determined. The methodology followed by both the Authors of Proposition 4, and consequently by RCS, determines the full business cost of providing the reported City services. It also identifies the beneficiaries of those services and determines if they are paying in relationship to benefits derived or if they are deserving of a subsidy paid from the taxes paid by all local citizens and businesses. Thus, the City Council will have full knowledge and cannot ignore costs which are actually occurring.

Financial Integrity Established. This text summarizes the work accomplished and presents recommendations. These recommendations, if implemented, would firmly establish the financial integrity of the analyzed City services and would establish a continuing cost control system following the business principles which are generally espoused for government, but often are ignored in application.

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CHAPTER II – CALCULATING THE FULL COSTS

There are three basic steps in the process used by RCS to identify and cost out service centers. The first step is to identify the services offered by the City. Next, the service costs are calculated. Finally, the revenue currently received is matched to the cost of providing the service to determine if there is a subsidy from taxes.

Identifying Service Centers

Two techniques were utilized to identify the service centers for which revenue and cost data were gathered and around which the service cost analysis of this Report is built.

Revenue Analysis. The first technique involved gathering revenue information for the past fiscal year, and then updating and revising the budget estimates for the same revenue sources for the fiscal year during which the analysis was performed by RCS. The Budget and financial reports for the current fiscal year were secured and analyzed. Budgeted and received revenues for all fee-supported services were extracted from those reports, where such information was available. RCS has divided services into far smaller "service centers" than the City has traditionally designated.

Service Center Identification. The second technique involved several scheduled meetings with City staff to identify each type of service being provided with or without charge. In a series of meetings held with City staff, department by department, RCS developed a comprehensive list of services, and then allocated staff time to the appropriate services. This service time was refined over the course of these meetings until all available staff time was allocated and represented an accurate allocation.

Resultant Service Centers

"Service Center" Defined. The "service revenue," fee or charge for a service, and the related "service cost" comprise a "service center". Each service center has a unique "Revenue and Cost Summary Worksheet" and a matching "Cost Detail Worksheet", which are found in Appendix B of this Report. These "Service Center Worksheets" are matched to one another on facing pages.

Detailed Back-Up Workpapers. The costs are backed up by detailed analyses, which have been turned over to the City in several volumes of work papers and detailed cost distribution reports.

Basis for Cost of Services

The costs determined by RCS for the various service centers are based on the definitions of "costs reasonably borne" as utilized in Article XIIIB (Proposition 4) and as further defined by its Authors in their background documents. The Authors of Proposition 4 intended their full business costing

definitions to be used by California governments. Thus, the City can know and control its costs, using those Constitutionally-set business principles and legally set elements and definitions of "costs reasonably borne".

Listing of Detailed Full Business Cost Definitions. Thus, the following are put forward by the Authors as the accepted elements of "costs reasonably borne":

a) Labor costs
b) Employee benefit costs
c) Operational services and supply expenses
d) Overhead expense
e) Administrative costs
f) Start-up costs
g) Future capital expenses
h) Capital replacement expense
i) Costs of expansion of services
j) Repayment of debt

Authors' Background. It is not surprising that the authors used such business definitions and elements of "cost" as quoted herein. They represented several known business organizations:

- The California Taxpayers Association
- The California Chamber of Commerce
- The National Tax Limitation Committee
- The California Association of Realtors

In effect, the pillars of California business and their thinking were represented, and their ideas were adopted overwhelmingly by the electorate of California at referendum. Thus, by definition, the premises of this report process have a California electoral mandate.

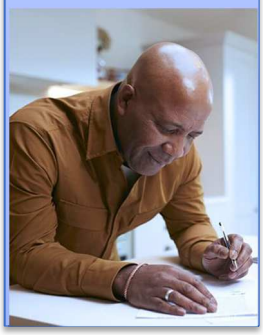
Principle Involved. A basic principle involved in this report was the recognition of those full business costs as used and as defined by the authors of the Constitutional amendment.

Types of Costs

The following costs, identified above as part of "costs reasonably borne" by the Authors of Proposition 4, make up the cost detail found on the right-hand page in Appendix B for each service center.

Salaries and Wages. City government is in fact a service industry, and therefore, it is natural that salaries make up the largest single element of cost for most services. In order to allocate the salaries, lengthy interviews were held, documents sought and researched, and reports and

To validate the reasonableness of the Study, 100% of the available work hours for all City employees were distributed and accounted for, even if it's not public serving.



accounting records examined by RCS. The result was, in most cases, a percentage or hours distribution of individual employee personal services costs.

To validate the reasonableness of the Study, 100% of the available work hours for all City employees were distributed and accounted for, even if it's not public serving. In other words, one staff member cannot state they overworked on fee services beyond 100% of their hours, and another staff member cannot account for 100% of their time. No judgments were made about what personnel should or might be doing. Their time was distributed to those service centers where the time was expended.

Employee Fringe Benefits. Since fractional time, to as low as three minutes per unit of service or one-twentieth of a percent of the annual time of an employee has been allocated to service centers, fringe benefit costs also must be fractionalized to carefully and accurately distribute those ancillary personnel costs.

The City finances numerous benefits for its employees, thereby incurring measurable costs for these items, including:

- Retirement and Social Security
- Group Health Insurance
- Medicare Insurance
- Disability and Life Insurance

All of these costs are current operating expenses, and the amounts were isolated. Actual costs were determined and reduced to a percentage of salary for each of the positions.

Available Work-Hours. After the individual elements of cost for positions was compiled, the total cost for each position was divided by the number of available work-hours. Available work hours were calculated as the total possible work-hours in a year, 2,080, less the following away-from-work benefit hours:

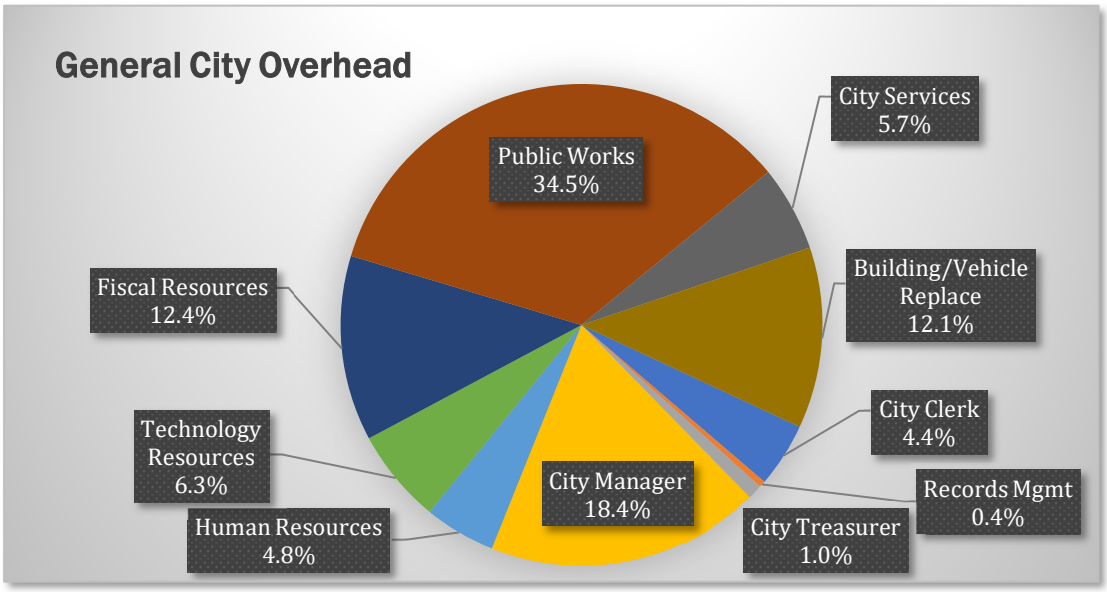
- Holidays
- Vacations
- Personal Leave
- Sick Leave
- Morning/Afternoon Breaks
- Start Up/Down Time

Maintenance and Operation Costs. All maintenance and operation costs, including non-personnel expenses such as professional services, insurance, operating supplies etc., were derived from the

current year Council-approved budget and allocated via percentages or through actual allocation to each of the service centers identified in a department or division.

General and Departmental Overhead Costs. Overhead costs provide the vital glue that holds an organization together operationally and provide important coordinating capabilities. They also provide the day-to-day support services and facilities required for the organization to function effectively. RCS calculated the city's Cost Allocation Plan (CAP) to identify and allocate these costs to the remainder of the City organization. In the CAP, costs were allocated to end-user departments and divisions by applying an agreed-upon overhead allocation factor. Each factor was related to the work effort of its particular overhead element and was assessed for relevance and reasonableness.

Full Cost Distribution. The purpose of deriving overhead costs to apportion these amounts to direct service program costs. By adopting this method, the City will be aware of its true costs and be able to emulate business methods. Article XIIIB's (Proposition 4 of 1979) authors intended this, defining as part of "costs reasonably borne" a calculated "reasonable allocation for overhead and administration."



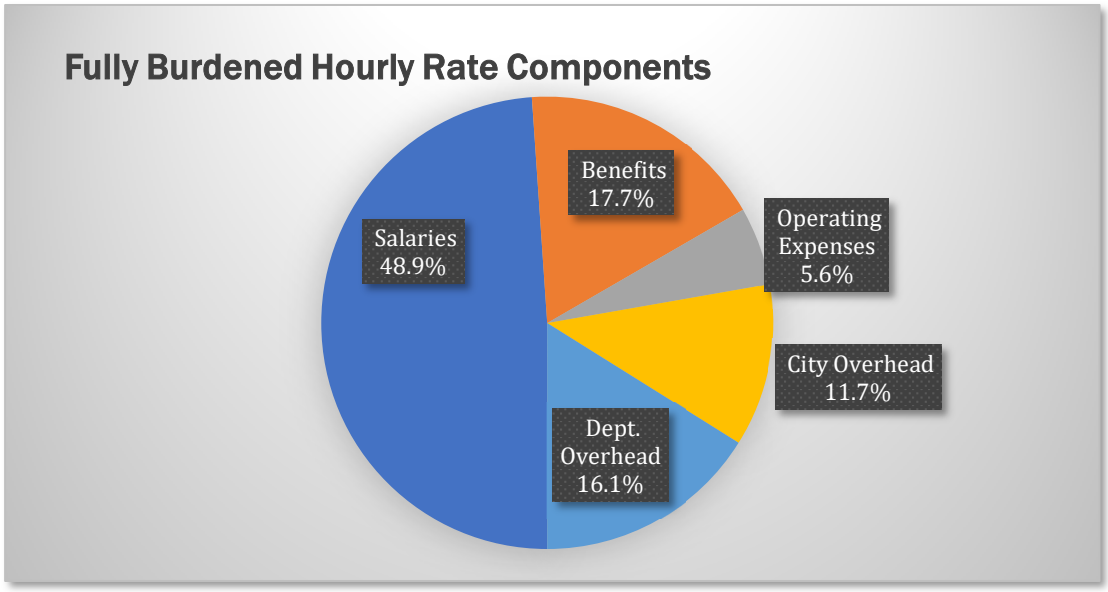
General City Overhead. These services primarily set policy and support other departments without providing a deliverable service to the public. Where they do perform an end-user service, such costs have not been allocated to other departments.

Departmental Administration. Costs in this category involve intra-departmental support functions, outside the above listed general City overhead functions, and involve the allocation of

staff time within and among departmental functions. These services also do not provide end-user deliverables to the public, but instead provide vital administrative support within specific departments.

Fully Burdened Hourly Rates (FBHR)

All of the above items make up the fully burdened hourly rate which is calculated for each position in the City. The makeup of each component of the City-wide average fully burdened hourly rate is detailed in the chart below.



Comparing Full Costs to Revenue Sources

Local government funding for city services comes from a multitude of revenue sources such as taxes, fines, grants, use of property, user fees, utility rates, etc. Our Study accounts for all revenues and focuses on the relationship between fees and taxes. As an example, [S-020] SITE PLAN REVIEW in the following schedule estimates the full costs at $49,566. These expenses are offset by current fee revenues of $37,248, and $12,318 of the City's limited tax revenues must be used to pay for the remaining. The city is currently recovering 75.2% from these Site Plan Review fees, and to the extent that fees are NOT increased, general City taxes paid by all taxpayers are the only alternative revenue source.

SCHEDULE 1
TOTAL SERVICE COSTS AND RESOURCES USED
FISCAL YEAR 2022-23

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-001	AMPLIFIED SOUND PERMIT	$102	$175	($73)
S-002	ADULT ORIENTED BUSINESS PERMIT	$0	$0	$0
S-003	AMUSEMENT ARCADE ESTABLISH PERMIT	$817	$919	($102)
S-004	AMUSEMENT DEVICE PERMIT	$796	$693	$103
S-005	APPEAL OF PLANNING STAFF DEC TO PC	$2,233	$1,353	$880
S-006	APPEAL FIREWORKS PERMIT SUSPENSION	$1,530	$454	$1,076
S-007	APPEAL PC DECISION TO CITY COUNCIL	$106,551	$78,505	$28,046
S-008	APPEAL OF STAFF DETERMINATION TO CM	$1,580	$937	$643
S-009	AUCTION HOUSE ESTABLISHMENT PERMIT	$778	$891	($113)
S-010	AUTO WRECKING ESTABLISHMENT PERMIT	$778	$1,132	($354)
S-011	BILLARDS/POOL ESTABLISHMENT PERMIT	$1,709	$1,554	$155
S-012	BINGO PERMIT	$1,709	$1,232	$477
S-013	BINGO PERMIT RENEWAL	$1,748	$3,540	($1,792)
S-014	BLOCK PARTY PERMIT	$3,734	$500	$3,234
S-015	CIRCUS/CARNIVAL PERMIT	$5,103	$3,074	$2,029
S-016	CONDITIONAL USE PERMIT	$57,932	$37,248	$20,684
S-017	VARIANCE	$12,413	$13,968	($1,555)
S-018	MINOR VARIANCE/ADMIN ADJUSTMENT	$1,496	$1,789	($293)
S-019	TENTATIVE PARCEL/TRACT MAP	$22,656	$23,280	($624)
S-020	SITE PLAN REVIEW	$49,566	$37,248	$12,318
S-021	ADMINISTRATIVE SITE PLAN REVIEW	$17,124	$11,665	$5,459
S-022	MODIFICATION TO APPROV. ENTITLEMENT	$4,588	$4,656	($68)
S-023	NEW/AMENDED SPECIFIC PLAN	$0	$0	$0
S-024	MULTIFAMILY RESID. DESIGN REVIEW	$5,617	$0	$5,617
S-025	DANCE HALL PERMIT	$1,810	$1,166	$644
S-026	DANCE PERMIT	$4,581	$2,250	$2,331
S-027	DENSITY BONUS REVIEW	$504	$0	$504
S-028	EASEMENT & DOC REV/CC&R/REVISE MAP	$246	$689	($443)
S-029	ENTERTAINMENT PERMIT	$11,378	$10,974	$404
S-030	JUMPER PERMIT	$51	$30	$21
S-031	TRACKLESS TRAIN PERMIT	$51	$30	$21
S-032	CERTIFICATE OF ENVIRON. EXEMPTION	$16,265	$13,250	$3,015
S-033	ENVIRONMENTAL REVIEW	$15,586	$15,000	$586
S-034	EXTENSION OF TIME (STAFF APPROVAL)	$304	$350	($46)
S-035	EXTENSION OF TIME (PC APPROVAL)	$2,174	$1,206	$968
S-036	FILM PERMIT	$15,858	$9,600	$6,258
S-037	FIREWORKS STAND PERMIT	$8,177	$6,391	$1,786
S-038	FIREWORKS STAND REMOVAL	$384	$343	$41
S-039	FORTUNETELLER PERMIT	$1,810	$824	$986
S-040	GARAGE SALE PERMIT	$1,181	$6,240	($5,059)
S-041	HANDBILL PERMIT	$236	$543	($307)
S-042	JUNK COLLECTOR PERMIT	$759	$1,058	($299)
S-043	JUNK DEALER PERMIT	$759	$1,052	($293)
S-044	KENNEL PERMIT	$0	$0	$0

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-045	CODE ENFORCE INITIATED PLANNING APP	$0	$0	$0
S-045	LOT LINE ADJUSTMENT/LOT MERGER	$6,739	$5,772	$967
S-046	URBAN LOT SPLIT	$1,685	$1,443	$242
S-047	NON-PROFIT SOLICITATION PERMIT	$1,178	$375	$803
S-048	PAWNBROKER PERMIT	$759	$1,347	($588)
S-049	PEDDLER/SIDEWALK/STREET VENDOR PMT	$443	$592	($149)
S-050	SPECIAL BUSINESS PERMIT RENEWAL	$11,623	$13,850	($2,227)
S-051	PRIVATE PLAYGROUND PERMIT	$481	$916	($435)
S-052	PRE-SUBMITTAL REVIEW	$1,218	$2,622	($1,404)
S-053	PRE-APPLICATION REVIEW	$0	$0	$0
S-054	REAL PROPERTY ADDRESS CHANGE	$2,953	$1,578	$1,375
S-055	SECONDHAND DEALER PERMIT	$759	$1,347	($588)
S-056	FIRING RANGE PERMIT	$1,810	$1,072	$738
S-057	SIMILAR USE DETERMINATION	$1,935	$7,102	($5,167)
S-058	TEMPORARY CERTIFICATE OF OCCUPANCY	$1,448	$2,550	($1,102)
S-059	TEMPORARY USE PERMIT	$11,587	$10,630	$957
S-060	TEMPORARY EVENT PERMIT - PRIV. PROP	$1,560	$0	$1,560
S-061	TEMPORARY EVENT PERMIT - PUBLIC ROW	$3,563	$0	$3,563
S-062	BLOCK PARTY	$1,052	$0	$1,052
S-063	PARK RENTAL	$757	$0	$757
S-064	ZONE CHANGE/GEN PLAN AMENDMENT	$33,036	$17,175	$15,861
S-065	ZONE TEXT AMENDMENT	$0	$0	$0
S-066	MASTER SIGN PROGRAM	$3,485	$0	$3,485
S-067	TEMPORARY BANNER PERMIT	$1,107	$770	$337
S-068	PLANNING SIGN PERMIT	$834	$0	$834
S-069	ZONING VERIFICATION LETTER	$1,658	$940	$718
S-070	PROPERTY HISTORY RESEARCH	$2,540	$940	$1,600
S-071	PARKING LOT RECONFIG SITE PLAN REV	$878	$262	$616
S-072	WIRELESS FACILITY PERMIT	$0	$0	$0
S-073	ZONING REVIEW CLEARANCE	$6,868	$27,492	($20,624)
S-074	RELOCATION/DEMO HOUSING UNIT	$0	$0	$0
S-075	NEW BUSINESS LICENSE PROCESSING	$53,401	$38,976	$14,425
S-076	HOME OCCUPATION PERMIT	$13,418	$11,100	$2,318
S-077	SHORT TERM RENTAL PERMIT	$1,336	$0	$1,336
S-078	DATA EXTRACT	$0	$0	$0
S-079	ADDITIONAL PLANNING REVIEW	$0	$0	$0
S-080	MISCELLANEOUS PLANNING REVIEW	$0	$0	$0
S-081	BUILDING PLAN CHECK & INSPECTION	$2,127,803	$2,195,496	($67,693)
S-082	TRUTH IN SALES REVIEW	$92,321	$78,300	$14,021
S-083	ACCESS COVER ENCROACHMENT PERMIT	$591	$558	$33
S-084	CURB/GUTTER ENCROACHMENT PERMIT	$1,566	$1,300	$266
S-085	SIDEWALK ENCROACHMENT PERMIT	$6,298	$5,476	$822
S-086	DRIVEWAY APPROACH ENCROACH PRMT	$887	$744	$143
S-087	DUMPSTER/CONTAINER ENCROACH PERMIT	$1,183	$1,032	$151
S-088	HYDRO-PUNCH DRILL ENCROACH PERMIT	$887	$774	$113
S-089	MONITORING WELL ENCROACH PERMIT	$981	$744	$237
S-090	MS4 PERMIT FACILITY INSPECTION	$0	$0	$0
S-091	NEWSRACK ENCROACHMENT PERMIT	$332	$388	($56)

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-092	OVERSIZE/WIDE LOAD PERMIT	$3,766	$1,920	$1,846
S-093	PAVEMENT ENCROACHMENT PERMIT	$3,986	$3,149	$837
S-094	REMOVE/TRIM PARKWAY TREE PERMIT	$1,710	$1,368	$342
S-095	ENGINEERING PLAN CHECK	$183,891	$50,000	$133,891
S-096	RIGHT-OF-WAY VACATION REVIEW	$0	$0	$0
S-097	TREE PLANTING PERMIT	$609	$300	$309
S-098	SEWER CONNECTION PERMIT	$354	$286	$68
S-099	SEWER LATERAL PERMIT	$2,124	$2,286	($162)
S-100	SHOPPING CART RETRIEVAL	$64	$0	$64
S-101	SUPPLEMENTAL EMPLOYMENT PROPOSAL	$0	$0	$0
S-102	TEMPORARY NO PARKING SIGN	$121	$60	$61
S-103	TRAFFIC CONTROL PERMIT	$17,928	$37,457	($19,529)
S-104	TRENCH EXCAVATION PERMIT	$1,886	$1,357	$529
S-105	UTILITY ENCROACHMENT PERMIT	$86,035	$80,400	$5,635
S-106	ADDITIONAL ENGINEERING REVIEW/INSP	$0	$0	$0
S-107	MISCELLANEOUS ENGINEERING REVIEW	$0	$0	$0
S-108	CODE ENFORCEMENT INSPECTION	$11,979	$0	$11,979
S-109	INSPECTION WARRANT	$240	$0	$240
S-110	ABATEMENT WARRANT	$719	$0	$719
S-111	NUISANCE ABATEMENT	$0	$0	$0
S-112	ADMINISTRATIVE CITATION APPEAL PROC	$240	$0	$240
S-113	ANIMAL IMPOUND	$5,434	$1,800	$3,634
S-114	ANIMAL PICK UP	$1,804	$4,230	($2,426)
S-115	ANIMAL IN-HOUSE QUARANTINE	$4,055	$0	$4,055
S-116	ANIMAL CONTROL SERVICES	$352,092	$18,000	$334,092
S-117	ALARM PERMIT	$0	$0	$0
S-118	POLICE FALSE ALARM RESPONSE	$167	$0	$167
S-119	ARREST SUMMARY LETTER	$655	$1,500	($845)
S-120	BODY CAM VIDEO EXTRACTION	$0	$0	$0
S-121	BOXING/WRESTLING PERMIT	$0	$0	$0
S-122	CIVIL SUBPOENA PROCESSING	$85	$15	$70
S-123	CLEARANCE LETTER	$131	$300	($169)
S-124	POLICE RECORD REPRODUCTION	$394,130	$50,600	$343,530
S-125	DISABLE PLACARD CITATION DISMISSAL	$655	$1,200	($545)
S-126	ELECTRONIC POLICE RECORD COPY	$135	$480	($345)
S-127	POLICE RECORD RESEARCH	$0	$0	$0
S-128	POLICE RECORD SEALING/EXPUNGEMENT	$0	$0	$0
S-129	FINGERPRINTING/ID CARD	$460	$396	$64
S-130	FIREARMS STORAGE	$78	$12	$66
S-131	MASSAGE OPERATOR PERMIT	$861	$1,368	($507)
S-132	MASSAGE OPERATOR PERMIT RENEWAL	$267	$0	$267
S-133	MASSAGE WORK PERMIT	$861	$1,368	($507)
S-134	MASSAGE WORK PERMIT RENEWAL	$267	$0	$267
S-135	MASSAGE CERT OF OP DENIAL APPEAL	$779	$0	$779
S-136	MASSAGE CERT OF OP REVOC APPEAL	$1,073	$0	$1,073
S-137	MASSAGE OPERATOR PMT DENIAL APPEAL	$779	$0	$779
S-138	MASSAGE OP PERMIT REVOCATION APPEAL	$1,073	$0	$1,073
S-139	MASSAGE WORK PERMIT DENIAL APPEAL	$779	$0	$779

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-140	MASSAGE WORK PERMIT REVOC APPEAL	$893	$0	$893
S-141	MASSAGE ESTABLISHMENT PERMIT	$441	$0	$441
S-142	ANNUAL PARKING PERMIT	$40,150	$0	$40,150
S-143	TEMPORARY PARKING PERMIT	$13,140	$0	$13,140
S-144	VEHICLE REPOSSESSION PROCESSING	$1,121	$720	$401
S-145	SPECIAL WORK PERMIT - NEW	$241,434	$264,600	($23,166)
S-146	SPECIAL WORK PERMIT - RENEWAL	$6,221	$6,250	($29)
S-147	SPECIAL WORK PERMIT - NAME CHANGE	$914	$1,800	($886)
S-148	OTHER BUSINESS BACKGROUND CHECK	$11,724	$0	$11,724
S-149	SPECIAL WORK PERMIT - NEW CLUB EMPL	$26,826	$18,750	$8,076
S-150	SPECIAL WORK PERMIT-RENEW CLUB EMPL	$12,441	$12,500	($59)
S-151	CURB PAINTING PERMIT	$550	$150	$400
S-152	POLICE SECURITY SERVICES	$0	$0	$0
S-153	TAXICAB-PUBLIC CONVENIENCE	$0	$0	$0
S-154	VEHICLE RELEASE	$208,010	$260,000	($51,990)
S-155	VEHICLE EQUIP CORRECTION SIGN OFF	$2,576	$2,000	$576
S-156	PUBLIC DISTURBANCE RESPONSE	$2,142,063	$0	$2,142,063
S-157	DUI COLLISION RESPONSE	$34,337	$0	$34,337
S-158	CONCEALED WEAPON PERMIT	$62,290	$0	$62,290
S-159	TRUSTEE JAIL RATE	$412	$419	($7)
S-160	YOUTH SPORTS PROGRAMS	$634,596	$17,521	$617,075
S-161	ADULT SPORTS PROGRAMS	$179,225	$18,000	$161,225
S-162	CONTRACT RECREATION CLASSES	$344,248	$60,000	$284,248
S-163	CITY SPECIAL EVENTS	$1,306,496	$20,000	$1,286,496
S-164	AFTERSCHOOL PROGRAM	$676,569	$173,857	$502,712
S-165	YOUTH CAMPS	$174,451	$49,607	$124,844
S-166	THERAPEUTIC RECREATION	$122,988	$1,000	$121,988
S-167	YOUTH & FAMILY SERVICES	$180,268	$0	$180,268
S-168	CHILD CARE SERVICES	$50,000	$0	$50,000
S-169	SENIOR DAY CARE	$229,138	$0	$229,138
S-170	SENIOR MEALS	$926,440	$498,376	$428,064
S-171	SENIOR ACTIVITIES	$150,041	$119,000	$31,041
S-172	EMERGENCY CRISIS SUPPORT SERVICES	$309,316	$68,883	$240,433
S-173	RECREATION FACILITY RENTAL	$266,495	$75,000	$191,495
S-174	BALLFIELD MAINTENANCE/RENTAL	$0	$0	$0
S-175	TRANSIT SPECIAL SERVICES	$0	$0	$0
S-176	SPECIAL EVENT SET-UP/CLEAN-UP	$0	$0	$0
S-177	PUBLIC PROPERTY DAMAGE REPAIR	$0	$0	$0
S-178	RIGHT OF WAY CLEAN UP RESPONSE	$0	$0	$0
S-179	SEWER SPILL RESPONSE	$0	$0	$0
S-180	BUSINESS LICENSE RENEWAL PROCESSING	$119,570	$0	$119,570
S-181	NON-SUFFICIENT FUNDS CHECK PROCESS	$1,404	$500	$904
S-182	CREDIT CARD TRANSACTION PROCESSING	$0	$0	$0
S-183	DOCUMENT REPRODUCTION	$1	$0	$1
S-184	ELECTRONIC FILE COPY	$7	$20	($13)
S-185	DOCUMENT CERTIFICATION	$30	$34	($4)
S-186	NOTARY SERVICES	$179	$90	$89
S-187	LOBBYIST EMPLOYER REGISTRATION	$30	$33	($3)

REF# (1)	SERVICE (2)	TOTAL SERVICE COST (3)	RESOURCES USED TO FINANCE SERVICE	
			FEES (4)	TAXES (5)
S-188	LOBBYIST REGISTRATION STATEMENT	$30	$24	$6
S-189	PASSPORT PROCESSING	$15,852	$14,000	$1,852
S-190	LOCAL CANDIDATE FILING PROCESSING	$819	$0	$819
S-191	LOCAL INITIATIVE FILING PROCESSING	$1,048	$0	$1,048
	TOTAL ALL FEE SERVICES	**$12,336,690**	**$4,672,458**	**$7,690,232**

Schedule 1 above shows that the City provides $12,336,690 in fee services annually and recovers $4,672,458 from fee revenues. Each year, an additional $7,690,232, coming from other funding sources, is needed to pay for these fee services.

The City provides $12,336,690 in fee services annually and recovers $4,672,458 from fee revenues. Each year, an additional $7,690,232, coming from other funding sources, is needed to pay for these fee services.

CHAPTER III – COST RECOVERY RECOMMENDATIONS

Service Groups

RCS has organized Personal Choice Services into the following service groups for purposes of discussion:

1. Development Services
2. Public Safety
3. Recreation and Human Services
4. Transit & Public Works
5. Administration

These groups, explained in turn, are program oriented. Each group includes a table summarizing the revenues and costs of each service. The table summarizing the group tables is found at the end of this Chapter.

Appendix A, following the text, summarizes the current fees and the proposed fees for each of the Personal Choice service centers.

Service Center details found in **Appendix B**, are in sequence by the Reference Number (Column 1 on each of the following Tables), include detail information for each service on two facing pages. The left page has textual and summary information including RCS's suggested service fee. The right page has the service cost detail.

Explanation of Table Columns

Each table has eight columns, explained here:

- Column 1 is the Report Reference Number.
- Column 2 is the title of the service.
- Columns 3, 4 & 5 are the same amounts for revenue, cost and profit (subsidy) found on the left page of the detail service sheets in Appendix B.
- Column 6 is the current percentage of costs recovered from the user fees and charges with the difference being subsidized by taxes.
- Column 7 is the percentage of user fee cost recovery which might be obtainable without tax subsidy. Of course, decisions regarding tax subsidies to a service are a City Council policy decision on how to allocate its tax and general revenues.
- Column 8 contains the estimated amount of revenues which RCS suggests could be raised or reduced.

Special Circumstances

The table also footnotes which identify special circumstances for some fees. For a service that is marked (a), there is insufficient data to determine the financial impact. When a service is marked (b), the fee is deposit based and financial estimations are not possible. Services marked (c), are restricted by law, and cannot be adjusted for full cost recovery. Services marked (d), are market sensitive and full cost recovery may not be feasible. Finally, services marked (e) are suggested to be removed from the City's fee schedule for various reasons.

Development Services

When basic City development services are supported by general taxes, there is little reason for taxes to also finance those Personal Choice services which mainly benefit a developer or specific property owner. Thus, the expenses distributed across these service centers are primarily the incremental additional expenses caused by development. Were no development to take place, most of these costs could be eliminated, or at least significantly reduced.

TABLE 1 – DEVELOPMENT SERVICES

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
DEVELOPMENT SERVICES								
S-001	AMPLIFIED SOUND PERMIT	$175	$102	$73	171.6%	100%	**$0**	(a)
S-002	ADULT ORIENTED BUSINESS PERMIT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-003	AMUSEMENT ARCADE ESTABLISH PERMIT	$919	$817	$102	112.5%	100%	**$0**	(a)
S-004	AMUSEMENT DEVICE PERMIT	$693	$796	($103)	87.1%	100%	**$0**	(a)
S-005	APPEAL OF PLANNING STAFF DEC TO PC	$1,353	$2,233	($880)	60.6%	100%	**$0**	(a)
S-006	APPEAL FIREWORKS PERMIT SUSPENSION	$454	$1,530	($1,076)	29.7%	100%	**$0**	(a)
S-007	APPEAL PC DECISION TO CITY COUNCIL	$78,505	$106,551	($28,046)	73.7%	100%	**$28,000**	
S-008	APPEAL OF STAFF DETERMINATION TO CM	$937	$1,580	($643)	59.3%	100%	**$0**	(a)
S-009	AUCTION HOUSE ESTABLISHMENT PERMIT	$891	$778	$113	114.5%	100%	**$0**	(a)
S-010	AUTO WRECKING ESTABLISHMENT PERMIT	$1,132	$778	$354	145.5%	100%	**$0**	(a)
S-011	BILLARDS/POOL ESTABLISHMENT PERMIT	$1,554	$1,709	($155)	90.9%	100%	**$0**	(a)
S-012	BINGO PERMIT	$1,232	$1,709	($477)	72.1%	3%	**$0**	(c)
S-013	BINGO PERMIT RENEWAL	$3,540	$1,748	$1,792	202.5%	15%	**($3,300)**	(c)
S-014	BLOCK PARTY PERMIT	$500	$3,734	($3,234)	13.4%	100%	**$3,200**	
S-015	CIRCUS/CARNIVAL PERMIT	$3,074	$5,103	($2,029)	60.2%	100%	**$2,000**	
S-016	CONDITIONAL USE PERMIT	$37,248	$57,932	($20,684)	64.3%	100%	**$20,700**	
S-017	VARIANCE	$13,968	$12,413	$1,555	112.5%	100%	**($1,600)**	
S-018	MINOR VARIANCE/ADMIN ADJUSTMENT	$1,789	$1,496	$293	119.6%	100%	**$0**	(a)
S-019	TENTATIVE PARCEL/TRACT MAP	$23,280	$22,656	$624	102.8%	100%	**($600)**	
S-020	SITE PLAN REVIEW	$37,248	$49,566	($12,318)	75.2%	100%	**$12,300**	
S-021	ADMINISTRATIVE SITE PLAN REVIEW	$11,665	$17,124	($5,459)	68.1%	100%	**$5,500**	
S-022	MODIFICATION TO APPROV. ENTITLEMENT	$4,656	$4,588	$68	101.5%	100%	**$0**	(a)
S-023	NEW/AMENDED SPECIFIC PLAN	$0	$0	$0	0.0%	100%	**$0**	(b)
S-024	MULTIFAMILY RESID. DESIGN REVIEW	$0	$5,617	($5,617)	0.0%	100%	**$5,600**	
S-025	DANCE HALL PERMIT	$1,166	$1,810	($644)	64.4%	100%	**$0**	(a)
S-026	DANCE PERMIT	$2,250	$4,581	($2,331)	49.1%	100%	**$2,300**	
S-027	DENSITY BONUS REVIEW	$0	$504	($504)	0.0%	100%	**$0**	(a)
S-028	EASEMENT & DOC REV/CC&R/REVISE MAP	$689	$246	$443	280.1%	100%	**$0**	(a)
S-029	ENTERTAINMENT PERMIT	$10,974	$11,378	($404)	96.5%	100%	**$400**	
S-030	JUMPER PERMIT	$30	$51	($21)	58.8%	100%	**$0**	(a)
S-031	TRACKLESS TRAIN PERMIT	$30	$51	($21)	58.8%	100%	**$0**	(a)
S-032	CERTIFICATE OF ENVIRON. EXEMPTION	$13,250	$16,265	($3,015)	81.5%	100%	**$3,000**	
S-033	ENVIRONMENTAL REVIEW	$15,000	$15,586	($586)	96.2%	100%	**$600**	(b)
S-034	EXTENSION OF TIME (STAFF APPROVAL)	$350	$304	$46	115.1%	100%	**$0**	(a)
S-035	EXTENSION OF TIME (PC APPROVAL)	$1,206	$2,174	($968)	55.5%	100%	**$1,000**	
S-036	FILM PERMIT	$9,600	$15,858	($6,258)	60.5%	100%	**$6,300**	
S-037	FIREWORKS STAND PERMIT	$6,391	$8,177	($1,786)	78.2%	100%	**$1,800**	
S-038	FIREWORKS STAND REMOVAL	$343	$384	($41)	89.3%	100%	**$0**	(a)
S-039	FORTUNETELLER PERMIT	$824	$1,810	($986)	45.5%	100%	**$0**	(a)
S-040	GARAGE SALE PERMIT	$6,240	$1,181	$5,059	528.4%	100%	**($5,100)**	
S-041	HANDBILL PERMIT	$543	$236	$307	230.1%	100%	**$0**	(a)
S-042	JUNK COLLECTOR PERMIT	$1,058	$759	$299	139.4%	100%	**$0**	(a)
S-043	JUNK DEALER PERMIT	$1,052	$759	$293	138.6%	100%	**$0**	(a)
S-044	KENNEL PERMIT	$0	$0	$0	0.0%	100%	**$0**	(e)
S-045	LOT LINE ADJUSTMENT/LOT MERGER	$5,772	$6,739	($967)	85.7%	100%	**$1,000**	

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-046	URBAN LOT SPLIT	$1,443	$1,685	($242)	85.6%	100%	**$0**	(a)
S-047	NON-PROFIT SOLICITATION PERMIT	$375	$1,178	($803)	31.8%	100%	**$800**	
S-048	PAWNBROKER PERMIT	$1,347	$759	$588	177.5%	100%	**$0**	(a)
S-049	PEDDLER/SIDEWALK/STREET VENDOR PMT	$592	$443	$149	133.6%	100%	**$0**	(a)
S-050	SPECIAL BUSINESS PERMIT RENEWAL	$13,850	$11,623	$2,227	119.2%	100%	**($2,200)**	
S-051	PRIVATE PLAYGROUND PERMIT	$916	$481	$435	190.4%	100%	**$0**	(a)
S-052	PRE-SUBMITTAL REVIEW	$2,622	$1,218	$1,404	215.3%	100%	**($1,400)**	
S-053	PRE-APPLICATION REVIEW	$0	$0	$0	0.0%	100%	**$0**	(b)
S-054	REAL PROPERTY ADDRESS CHANGE	$1,578	$2,953	($1,375)	53.4%	100%	**$1,400**	
S-055	SECONDHAND DEALER PERMIT	$1,347	$759	$588	177.5%	100%	**$0**	(a)
S-056	FIRING RANGE PERMIT	$1,072	$1,810	($738)	59.2%	100%	**$0**	(a)
S-057	SIMILAR USE DETERMINATION	$7,102	$1,935	$5,167	367.0%	100%	**($5,200)**	
S-058	TEMPORARY CERTIFICATE OF OCCUPANCY	$2,550	$1,448	$1,102	176.1%	100%	**($1,100)**	
S-059	TEMPORARY USE PERMIT	$10,630	$11,587	($957)	91.7%	100%	**$1,000**	
S-060	TEMPORARY EVENT PERMIT - PRIV. PROP	$0	$1,560	($1,560)	0.0%	100%	**$1,600**	
S-061	TEMPORARY EVENT PERMIT - PUBLIC ROW	$0	$3,563	($3,563)	0.0%	100%	**$3,600**	
S-062	BLOCK PARTY	$0	$1,052	($1,052)	0.0%	100%	**$0**	(a)
S-063	PARK RENTAL	$0	$757	($757)	0.0%	100%	**$0**	(a)
S-064	ZONE CHANGE/GEN PLAN AMENDMENT	$17,175	$33,036	($15,861)	52.0%	100%	**$15,900**	
S-065	ZONE TEXT AMENDMENT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-066	MASTER SIGN PROGRAM	$0	$3,485	($3,485)	0.0%	100%	**$0**	(a)
S-067	TEMPORARY BANNER PERMIT	$770	$1,107	($337)	69.6%	100%	**$300**	
S-068	PLANNING SIGN PERMIT	$0	$834	($834)	0.0%	100%	**$800**	
S-069	ZONING VERIFICATION LETTER	$940	$1,658	($718)	56.7%	100%	**$700**	
S-070	PROPERTY HISTORY RESEARCH	$940	$2,540	($1,600)	37.0%	100%	**$1,600**	
S-071	PARKING LOT RECONFIG SITE PLAN REV	$262	$878	($616)	29.8%	100%	**$0**	(a)
S-072	WIRELESS FACILITY PERMIT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-073	ZONING REVIEW CLEARANCE	$27,492	$6,868	$20,624	400.3%	100%	**($20,600)**	
S-074	RELOCATION/DEMO HOUSING UNIT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-075	NEW BUSINESS LICENSE PROCESSING	$38,976	$53,401	($14,425)	73.0%	100%	**$14,400**	
S-076	HOME OCCUPATION PERMIT	$11,100	$13,418	($2,318)	82.7%	100%	**$2,300**	
S-077	SHORT TERM RENTAL PERMIT	$0	$1,336	($1,336)	0.0%	100%	**$0**	(a)
S-078	DATA EXTRACT	$0	$0	$0	0.0%	100%	**$0**	(e)
S-079	ADDITIONAL PLANNING REVIEW	$0	$0	$0	0.0%	100%	**$0**	(b)
S-080	MISCELLANEOUS PLANNING REVIEW	$0	$0	$0	0.0%	100%	**$0**	(b)
S-081	BUILDING PLAN CHECK & INSPECTION	$2,195,496	$2,127,803	$67,693	103.2%	100%	**$0**	
S-082	TRUTH IN SALES REVIEW	$78,300	$92,321	($14,021)	84.8%	100%	**$14,000**	
S-083	ACCESS COVER ENCROACHMENT PERMIT	$558	$591	($33)	94.4%	100%	**$0**	
S-084	CURB/GUTTER ENCROACHMENT PERMIT	$1,300	$1,566	($266)	83.0%	100%	**$300**	
S-085	SIDEWALK ENCROACHMENT PERMIT	$5,476	$6,298	($822)	87.0%	100%	**$800**	
S-086	DRIVEWAY APPROACH ENCROACHMENT PRMT	$744	$887	($143)	83.9%	100%	**$100**	
S-087	DUMPSTER/CONTAINER ENCROACH PERMIT	$1,032	$1,183	($151)	87.2%	100%	**$200**	
S-088	HYDRO-PUNCH DRILL ENCROACH PERMIT	$774	$887	($113)	87.3%	100%	**$100**	
S-089	MONITORING WELL ENCROACHMENT PERMIT	$744	$981	($237)	75.8%	100%	**$200**	
S-090	MS4 PERMIT FACILITY INSPECTION	$0	$0	$0	0.0%	100%	**$0**	(b)
S-091	NEWSRACK ENCROACHMENT PERMIT	$388	$332	$56	116.9%	100%	**$0**	(a)
S-092	OVERSIZE/WIDE LOAD PERMIT	$1,920	$3,766	($1,846)	51.0%	50%	**$0**	(c)
S-093	PAVEMENT ENCROACHMENT PERMIT	$3,149	$3,986	($837)	79.0%	100%	**$800**	
S-094	REMOVE/TRIM PARKWAY TREE PERMIT	$1,368	$1,710	($342)	80.0%	100%	**$300**	
S-095	ENGINEERING PLAN CHECK	$50,000	$183,891	($133,891)	27.2%	100%	**$133,900**	(b)
S-096	RIGHT-OF-WAY VACATION REVIEW	$0	$0	$0	0.0%	100%	**$0**	(b)
S-097	TREE PLANTING PERMIT	$300	$609	($309)	49.3%	100%	**$300**	
S-098	SEWER CONNECTION PERMIT	$286	$354	($68)	80.8%	100%	**$0**	(a)
S-099	SEWER LATERAL PERMIT	$2,286	$2,124	$162	107.6%	100%	**($200)**	

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-100	SHOPPING CART RETRIEVAL	$0	$64	($64)	0.0%	100%	**$0**	(a)
S-101	SUPPLEMENTAL EMPLOYMENT PROPOSAL	$0	$0	$0	0.0%	100%	**$0**	(e)
S-102	TEMPORARY NO PARKING SIGN	$60	$121	($61)	49.6%	100%	**$0**	(a)
S-103	TRAFFIC CONTROL PERMIT	$37,457	$17,928	$19,529	208.9%	100%	**($19,500)**	
S-104	TRENCH EXCAVATION PERMIT	$1,357	$1,886	($529)	72.0%	100%	**$500**	
S-105	UTILITY ENCROACHMENT PERMIT	$80,400	$86,035	($5,635)	93.5%	100%	**$5,600**	
S-106	ADDITIONAL ENGINEERING REVIEW/INSP	$0	$0	$0	0.0%	100%	**$0**	(b)
S-107	MISCELLANEOUS ENGINEERING REVIEW	$0	$0	$0	0.0%	100%	**$0**	(b)
	SUBTOTAL - DEVELOPMENT SERVICES	**$2,908,055**	**$3,088,108**	**($180,053)**	**94.2%**		**$234,400**	

NOTES:
(a) Insufficient volume to determine financial impact
(b) Deposit/Actual Costs based service/fee
(c) Fee restricted by Law
(d) Fees are market sensitive
(e) Deletion of service/fee

Development Services provided to individuals and businesses account for $3,088,108 in total service costs, and the City is able to recover 94.2% from the current fees. RCS' suggested fees could recover an additional $234,400 annually for the City.

Public Safety

These fee services are provided by the City's Police, Code Compliance and Animal Control functions.

TABLE 2 – PUBLIC SAFETY

S-108	CODE ENFORCEMENT INSPECTION	$0	$11,979	($11,979)	0.0%	100%	**$0**	
S-109	INSPECTION WARRANT	$0	$240	($240)	0.0%	100%	**$200**	
S-110	ABATEMENT WARRANT	$0	$719	($719)	0.0%	100%	**$700**	
S-111	NUISANCE ABATEMENT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-112	ADMINISTRATIVE CITATION APPEAL PROC	$0	$240	($240)	0.0%	100%	**$0**	(a)
S-113	ANIMAL IMPOUND	$1,800	$5,434	($3,634)	33.1%	100%	**$3,600**	
S-114	ANIMAL PICK UP	$4,230	$1,804	$2,426	234.5%	100%	**$0**	
S-115	ANIMAL IN-HOUSE QUARANTINE	$0	$4,055	($4,055)	0.0%	100%	**$4,100**	
S-116	ANIMAL CONTROL SERVICES	$18,000	$352,092	($334,092)	5.1%	100%	**$0**	
S-117	ALARM PERMIT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-118	POLICE FALSE ALARM RESPONSE	$0	$167	($167)	0.0%	100%	**$0**	(a)
S-119	ARREST SUMMARY LETTER	$1,500	$655	$845	229.0%	100%	**$0**	
S-120	BODY CAM VIDEO EXTRACTION	$0	$0	$0	0.0%	100%	**$0**	(e)
S-121	BOXING/WRESTLING PERMIT	$0	$0	$0	0.0%	100%	**$0**	(e)
S-122	CIVIL SUBPOENA PROCESSING	$15	$85	($70)	17.7%	15%	**$0**	(c)
S-123	CLEARANCE LETTER	$300	$131	$169	229.0%	100%	**$0**	
S-124	POLICE RECORD REPRODUCTION	$50,600	$394,130	($343,530)	12.8%	13%	**$0**	(c)
S-125	DISABLE PLACARD CITATION DISMISSAL	$1,200	$655	$545	183.2%	100%	**$0**	
S-126	ELECTRONIC POLICE RECORD COPY	$480	$135	$345	355.6%	100%	**$0**	(c)
S-127	POLICE RECORD RESEARCH	$0	$0	$0	0.0%	100%	**$0**	(b)
S-128	POLICE RECORD SEALING/EXPUNGEMENT	$0	$0	$0	0.0%	100%	**$0**	(e)
S-129	FINGERPRINTING/ID CARD	$396	$460	($64)	86.1%	100%	**$100**	
S-130	FIREARMS STORAGE	$12	$78	($66)	15.4%	100%	**$0**	(a)
S-131	MASSAGE OPERATOR PERMIT	$1,368	$861	$507	158.9%	100%	**($500)**	
S-132	MASSAGE OPERATOR PERMIT RENEWAL	$0	$267	($267)	0.0%	100%	**$300**	
S-133	MASSAGE WORK PERMIT	$1,368	$861	$507	158.9%	100%	**($500)**	
S-134	MASSAGE WORK PERMIT RENEWAL	$0	$267	($267)	0.0%	100%	**$300**	
S-135	MASSAGE CERT OF OP DENIAL APPEAL	$0	$779	($779)	0.0%	100%	**$0**	(a)
S-136	MASSAGE CERT OF OP REVOC APPEAL	$0	$1,073	($1,073)	0.0%	100%	**$0**	(a)
S-137	MASSAGE OPERATOR PMT DENIAL APPEAL	$0	$779	($779)	0.0%	100%	**$0**	(a)
S-138	MASSAGE OP PERMIT REVOCATION APPEAL	$0	$1,073	($1,073)	0.0%	100%	**$0**	(a)
S-139	MASSAGE WORK PERMIT DENIAL APPEAL	$0	$779	($779)	0.0%	100%	**$0**	(a)
S-140	MASSAGE WORK PERMIT REVOC APPEAL	$0	$893	($893)	0.0%	100%	**$0**	(a)
S-141	MASSAGE ESTABLISHMENT PERMIT	$0	$441	($441)	0.0%	100%	**$0**	(a)
S-142	ANNUAL PARKING PERMIT	$0	$40,150	($40,150)	0.0%	100%	**$40,200**	
S-143	TEMPORARY PARKING PERMIT	$0	$13,140	($13,140)	0.0%	100%	**$13,100**	
S-144	VEHICLE REPOSSESSION PROCESSING	$720	$1,121	($401)	64.2%	65%	**$0**	(c)
S-145	SPECIAL WORK PERMIT - NEW	$264,600	$241,434	$23,166	109.6%	100%	**($23,200)**	
S-146	SPECIAL WORK PERMIT - RENEWAL	$6,250	$6,221	$29	100.5%	100%	**$0**	
S-147	SPECIAL WORK PERMIT - NAME CHANGE	$1,800	$914	$886	196.9%	100%	**($900)**	
S-148	OTHER BUSINESS BACKGROUND CHECK	$0	$11,724	($11,724)	0.0%	100%	**$11,700**	
S-149	SPECIAL WORK PERMIT - NEW CLUB EMPL	$18,750	$26,826	($8,076)	69.9%	100%	**$8,100**	
S-150	SPECIAL WORK PERMIT-RENEW CLUB EMPL	$12,500	$12,441	$59	100.5%	100%	**$500**	

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-151	CURB PAINTING PERMIT	$150	$550	($400)	27.3%	100%	**$0**	(a)
S-152	POLICE SECURITY SERVICES	$0	$0	$0	0.0%	100%	**$0**	(b)
S-153	TAXICAB-PUBLIC CONVENIENCE	$0	$0	$0	0.0%	100%	**$0**	(e)
S-154	VEHICLE RELEASE	$260,000	$208,010	$51,990	125.0%	100%	**($52,000)**	
S-155	VEHICLE EQUIP CORRECTION SIGN OFF	$2,000	$2,576	($576)	77.6%	100%	**$600**	
S-156	PUBLIC DISTURBANCE RESPONSE	$0	$2,142,063	($2,142,063)	0.0%	100%	**$0**	
S-157	DUI COLLISION RESPONSE	$0	$34,337	($34,337)	0.0%	100%	**$0**	(b)
S-158	CONCEALED WEAPON PERMIT	$0	$62,290	($62,290)	0.0%	100%	**$62,300**	
S-159	TRUSTEE JAIL RATE	$419	$412	$7	101.7%	100%	**$0**	(e)
	SUBTOTAL - PUBLIC SAFETY	**$648,458**	**$3,585,341**	**($2,936,883)**	**18.1%**		**$68,700**	

NOTES:
(a) Insufficient volume to determine financial impact
(b) Deposit/Actual Costs based service/fee
(c) Fee restricted by Law
(d) Fees are market sensitive
(e) Deletion of service/fee

Public Safety Services provided to individuals and businesses account for $3,585,341 in total service costs, and the City is able to recover 18.1% from the current fees. RCS' suggested fees could recover an additional $68,700 annually for the City.

Recreation and Human Services

For Recreation and Human Services, no fee recommendations are made for most services. The City is not limited to cost recovery for program and rental fees, as the only limit is what the market is willing to pay.

TABLE 3 – RECREATION AND HUMAN SERVICES

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-160	YOUTH SPORTS PROGRAMS	$17,521	$634,596	($617,075)	2.8%	5%	**$0**	(d)
S-161	ADULT SPORTS PROGRAMS	$18,000	$179,225	($161,225)	10.0%	8%	**$0**	(d)
S-162	CONTRACT RECREATION CLASSES	$60,000	$344,248	($284,248)	17.4%	37%	**$0**	(d)
S-163	CITY SPECIAL EVENTS	$20,000	$1,306,496	($1,286,496)	1.5%	3%	**$0**	(d)
S-164	AFTERSCHOOL PROGRAM	$173,857	$676,569	($502,712)	25.7%	49%	**$0**	(d)
S-165	YOUTH CAMPS	$49,607	$174,451	($124,844)	28.4%	56%	**$0**	(d)
S-166	THERAPEUTIC RECREATION	$1,000	$122,988	($121,988)	0.8%	2%	**$0**	(d)
S-167	YOUTH & FAMILY SERVICES	$0	$180,268	($180,268)	0.0%	0%	**$0**	
S-168	CHILD CARE SERVICES	$0	$50,000	($50,000)	0.0%	0%	**$0**	
S-169	SENIOR DAY CARE	$0	$229,138	($229,138)	0.0%	0%	**$0**	
S-170	SENIOR MEALS	$498,376	$926,440	($428,064)	53.8%	97%	**$0**	(d)
S-171	SENIOR ACTIVITIES	$119,000	$150,041	($31,041)	79.3%	100%	**$0**	(d)
S-172	EMERGENCY CRISIS SUPPORT SERVICES	$68,883	$309,316	($240,433)	22.3%	46%	**$0**	(d)
S-173	RECREATION FACILITY RENTAL	$75,000	$266,495	($191,495)	28.1%	100%	**$25,000**	(d)
S-174	BALLFIELD MAINTENANCE/RENTAL	$0	$0	$0	0.0%	100%	**$10,000**	(d)
	SUBTOTAL - RECREATION & HUMAN SERVICES	**$1,101,244**	**$5,550,271**	**($4,449,027)**	**19.8%**		**$35,000**	

Recreation and Human Services Findings

The breakout of direct and indirect costs and cost recovery percentages can be reviewed in more detail in **Appendix C**. In addition, recommended changes to the fees for Facility and Field Rentals are detailed in **Appendix D**.

As anticipated, the above findings suggest that a subsidy level exists for recreation activities – an amount that varies depending upon whether one considers direct versus indirect costs.

This report recommends that Recreation cost recovery goals be set as a percentage of Recreation Program costs. This practice is quite common in local government operations, not because indirect costs do not exist and are not important, but rather to ensure that the cost recovery goals remain relevant, market competitive, and are easily reproducible.

Market Considerations

But much remains to consider in evaluating price and costing levels in this sensitive service area – considerations that are further detailed below.

By their nature, recreation services are highly market driven and subject to a variety of external factors including value to the City's character, consumer demand, location, facility amenities, demographics, and competing service providers. Adjustments in fees can arguably have a significant impact on consumer demand given a variety of elasticity factors that may be in play. This comment does not imply that additional revenues are unavailable but makes the case that fee levels are best set at the delivery point based on a flexible and market-based pricing model. It also suggests that recreation performance levels might be best set at a macro level, rather than at the individual program level, to allow for optimal marketing and program pricing flexibility.

In pondering these cost results, the City should consider the following observations common to Recreation services.

General Methodology Assumptions

The methodology generally used in developing service center revenue/cost computations, as has been done in this study, is founded on key assumptions:

First, service volumes are fairly constant and void of wide fluctuations in consumer patronage from year to year.

Second, consumers have come to accept the economic value of continuing to use the identified service at a value that equates to the cost of providing the service.

It is important to note that these two assumptions are not particularly valid for recreation type activities that are characterized by commonly noted annual changes in program popularity combined with the influence of seasonal and weather conditions. Furthermore, recreation dollars are highly sensitive to overall market and economic conditions as a service that strives to compete for an elusive discretionary income dollar.

Recreation service fees are influenced by two factors generally not an issue in the delivery of other City services - marketing and social policy.

Marketing

Given that these services are highly market sensitive and financed mostly by discretionary income, a special burden is placed on program managers to innovate and promote attendance. Those who run these programs know too well the need to convince customers of the value-added features of their services. Their market is unforgiving. If fees are set too high, attendance and consequently revenues will drop. On the other hand, establishing fee levels artificially low will result in a flood of demand beyond resource capabilities.

Pricing

If priced strictly at average cost, fee increases can result in reduced participation leading to additional reactionary price increases and further losses in patronage. As such, prices for recreation services must be set carefully. The potential number of target customers should be estimated as part of an aggressive program marketing those services at determined price levels. Some important considerations in setting pricing follow:

- Has a marketing study been performed?
- Have programs been selected for their popularity?
- Do City programs compete with offerings made by other agencies, organizations, or private businesses that can supply the program at less cost?
- Is there a less costly way for the City to supply the service?
- Has sufficient money been budgeted to advertise the program adequately and how is the number of participants affected by the level of advertising?
- What costs would NOT be incurred or REMAIN were the program not to be offered?
- What is the cost of adding one more participant; of opening one more section of the activity?
- Are participants polled for their reaction to the offering, the instructor, the facility, and for their ideas for possible programs and the amounts that they are willing to pay?
- Are some facilities more costly to operate than others? What are the costs of electricity, water, gas, janitorial, maintenance, telephone, vandalism, and the like for each facility?
- How do existing facilities compare to those provided by the competition in creating either a price advantage or disadvantage?
- Has the clientele of the activity been defined allowing the City to understand the social purpose in subsidizing the activity?

A number of these issues have already been addressed by City staff and are merely presented to illustrate the issues involved in operating such services.

In determining what should be charged for services it ultimately is the responsibility of recreation professionals to recommend a combination of decreased costs, increased participation and fee adjustments needed to meet the degree of recovery that is ultimately determined by City Council.

What Can Be Charged?

In so far as Recreation services are market driven by definition, they are not subject to the cost limitations of Propositions 4 and 26. As such, pricing for class programs and related facility rentals can be set at market rate and consumer valued pricing levels subject to policy defined discount and subsidy levels.

Social Policy

The City Council should develop a conscious policy as to what programs should be subsidized with tax monies in promoting social benefit, and to what extent. It may well be that some level of subsidy for many of the services identified in this group is not only necessary, but also appropriate. If that is deemed to be the case, subsidy levels can be set as part of a budgetary or programmatic policy statement. These policy statements can also explicitly describe the social reasoning involved in the decision-making process.

Discounts & Exemptions: The provision of scholarships and exemptions to disadvantaged youths and seniors is a viable and appropriate alternative to reducing fees to the entire community and should be considered in the fee setting process.

Conclusion of Recreation and Human Services

City staff and the City Council may wish to consider reviewing the marketing criteria set out earlier in this Chapter and review the cost figures provided herein. It may well be the case that additional revenues can be generated if the marketplace permits it. In setting fiscal goals for such services, it is recommended that financial targets be established at the macro (Division or Major Program Level) level to allow for maximum price adaptability at the minor program and class level. That being said, monitoring and reporting performance at the targeted level is critical in assessing class/program viability as a bias for properly allocating resources to the most financially and socially productive activities.

Transit & Public Works

Services in this section include additional Transit and Public Works services that are set at actual cost recovery for the limited times they occur. Any changes to Transit fares are not included in this Report.

TABLE 4 – TRANSIT & PUBLIC WORKS

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-175	TRANSIT SPECIAL SERVICES	$0	$0	$0	0.0%	100%	**$0**	(b)
S-176	SPECIAL EVENT SET-UP/CLEAN-UP	$0	$0	$0	0.0%	100%	**$0**	(b)
S-177	PUBLIC PROPERTY DAMAGE REPAIR	$0	$0	$0	0.0%	100%	**$0**	(b)
S-178	RIGHT OF WAY CLEAN UP RESPONSE	$0	$0	$0	0.0%	100%	**$0**	(b)
S-179	SEWER SPILL RESPONSE	$0	$0	$0	0.0%	100%	**$0**	(b)
	SUBTOTAL - TRANSIT & PUBLIC WORKS	**$0**	**$0**	**$0**	**0.0%**		**$0**	

NOTES:
(a) Insufficient volume to determine financial impact
(b) Deposit/Actual Costs based service/fee
(c) Fee restricted by Law
(d) Fees are market sensitive
(e) Deletion of service/fee

Administration

Administration services include lobbyist registration, returned check processing, document certification, and business license renewal processing.

TABLE 5 – ADMINISTRATION

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
S-180	BUSINESS LICENSE RENEWAL PROCESSING	$0	$119,570	($119,570)	0.0%	100%	**$119,600**	
S-181	NON-SUFFICIENT FUNDS CHECK PROCESS	$500	$1,404	($904)	35.6%	100%	**$900**	
S-182	CREDIT CARD TRANSACTION PROCESSING	$0	$0	$0	0.0%	100%	**$0**	(b)
S-183	DOCUMENT REPRODUCTION	$0	$1	($1)	0.0%	30%	**$0**	(c)
S-184	ELECTRONIC FILE COPY	$20	$7	$13	285.7%	100%	**$0**	(c)
S-185	DOCUMENT CERTIFICATION	$34	$30	$4	113.3%	100%	**$0**	
S-186	NOTARY SERVICES	$90	$179	($89)	50.3%	50%	**$0**	(c)
S-187	LOBBYIST EMPLOYER REGISTRATION	$33	$30	$3	110.0%	100%	**$0**	
S-188	LOBBYIST REGISTRATION STATEMENT	$24	$30	($6)	80.0%	100%	**$0**	
S-189	PASSPORT PROCESSING	$14,000	$15,852	($1,852)	88.3%	100%	**$1,900**	(c)
S-190	LOCAL CANDIDATE FILING PROCESSING	$0	$819	($819)	0.0%	15%	**$100**	(c)
S-191	LOCAL INITIATIVE FILING PROCESSING	$0	$1,048	($1,048)	0.0%	20%	**$0**	(c)
	SUBTOTAL - ADMINISTRATION	**$14,701**	**$138,970**	**($124,269)**	**10.6%**		**$122,500**	

NOTES:
(a) Insufficient volume to determine financial impact
(b) Deposit/Actual Costs based service/fee
(c) Fee restricted by Law
(d) Fees are market sensitive
(e) Deletion of service/fee

Administration services provided to individuals and businesses account for $138,970 in total service costs, and the City is able to recover 10.6% from the current fees. RCS' suggested fees could recover an additional $122,500 annually for the City, of which a new Business License Renewal fee will recover $119,600 annually.

Summary of Personal Choice Services

The purpose of this Chapter is to present the services which RCS has initially labeled as Personal Choice and to suggest the magnitude of possible cost recovery. The following Table summarizes the recommendations and suggestions made in this Chapter.

TABLE 6 – SUMMARY

SERVICE	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PCT. RECOVERY FROM FEES		**POSSIBLE NEW REVENUE**
				ACTUAL	SUGGEST	
[S-001 to S-107] DEVELOPMENT SERVICES	$2,908,055	$3,088,108	($180,053)	94.2%	VAR.	**$234,400**
[S-108 to S-159] PUBLIC SAFETY	$648,458	$3,585,341	($2,936,883)	18.1%	VAR.	**$68,700**
[S-160 to S-174] RECREATION & HUMAN SERVICES	$1,101,244	$5,550,271	($4,449,027)	19.8%	VAR.	**$35,000**
[S-175 to S-179] TRANSIT & PUBLIC WORKS	$0	$0	$0	0.0%	VAR.	**$0**
[S-227 to S-238] ADMINISTRATION	$14,701	$138,970	($124,269)	10.6%	VAR.	**$122,500**
ALL FEE SERVICES	$4,672,458	$12,362,690	($7,690,232)	37.8%		**$460,600**

If all the recommendations made in this Chapter and suggested fees in Appendix A are adopted, the City would raise $460,600 on an annual basis.

The above table shows that the City is subsidizing $7,690,232 of Personal Choice Services with City tax dollars. Should the City Council feel that tax dollars are insufficient, or use for different purposes, this chapter has shown that there are opportunities to either increase the user fees or lower the cost of Personal Choice Services.

A Master Fee Resolution

RCS recommends that the City adopt a Master Fee Resolution which the Finance Department updates and the City Council adopts annually. RCS will work with Finance to help implement this Resolution.

Policy Regarding "New" Services

RCS also recommends that the City Council adopt a policy of not starting any new service without a cost analysis, using the costing approach utilized in this Report, so as to determine ways in which the service could be fee-financed, if at all possible. This approach could be used when considering new parks or public buildings, improved police protection, or any other desired function or service.

CHAPTER IV – CONCLUSION

RCS has subjected the City's operations to a detailed analysis seeking alternate and more equitable ways to finance its services. This report presents the analytical advantages which are available to the City through the institution of a comprehensive system designed by RCS to implement Article XIIIB of the California Constitution.

Elimination of Subsidies

This Report highlights and recommends that most tax subsidies be eliminated as being unintentional. Service users thus can vote with their dollars and not use a service for which they are unwilling or unable to pay. Hidden subsidies, which have existed for many of the City's supposedly self-financed and self-supporting services, can now be re-evaluated.

Result of Acceptance of Fee Suggestions

If RCS' suggested fee recommendations are adopted, then a significant amount of added revenues will be available to the City, which would provide taxpayer equity. Most of these new revenues will be from fee increases to replace tax monies used to make up the difference between fees collected and costs incurred in providing the services, which will then be available for those services which can only be funded from taxes.

These tax "diversions" are the now-documented tax subsidies to potentially self-supporting City services. Thus, additional monies could be made available for police services, infrastructure maintenance, and other City services which are not generally conducive to service charges, thereby achieving much closer equity between benefits and associated payments.

Policy Guidance. More importantly, the Council would be able to make its decisions based on business principles as much as is possible.

Understanding of Equitable Charging for Government. The City Council now has to assist its constituents to understand that under the California Constitution the intent is that:

- Taxes finance services for which there is no alternative way to finance them.
- Service charges should be utilized to finance those things for which benefits can be determined.
- Beneficiaries of such services be charged in direct relationship to the benefits derived.

Final Thoughts

The City has appropriately responded to the mandate and spirit of Proposition 4. It is utilizing the passage of Propositions 4, 13 and 218 and the attention given to them as an opportunity to review its financial structure and philosophy, and to institute a businesslike cost control system, tailored to the City's needs, to supplement its governmental accounting and budgeting systems.

The cooperation, excellent support and data provided in accomplishment of the work reported herein speaks well of the way in which a City organization can adapt to the so-called "new realities" of California governmental finance.

APPENDIX A – SUMMARY OF CURRENT AND PROPOSED FEES

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-001 **TITLE: AMPLIFIED SOUND PERMIT**

CURRENT FEE
$175 per permit

RECOMMENDED FEE
$100 per permit

REF #: S-002 **TITLE: ADULT ORIENTED BUSINESS PERMIT**

CURRENT FEE
$2,046 per application

RECOMMENDED FEE
$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-003 **TITLE: AMUSEMENT ARCADE ESTABLISH PERMIT**

CURRENT FEE
$919 per permit

RECOMMENDED FEE
$815 per permit

REF #: S-004 **TITLE: AMUSEMENT DEVICE PERMIT**

CURRENT FEE
$693 per permit

RECOMMENDED FEE
$795 per permit

REF #: S-005 **TITLE: APPEAL OF PLANNING STAFF DEC TO PC**

CURRENT FEE
$1,353 per appeal

RECOMMENDED FEE
$2,235 per appeal

REF #: S-006 **TITLE: APPEAL FIREWORKS PERMIT SUSPENSION**

CURRENT FEE
$454 per appeal

RECOMMENDED FEE
$1,530 per appeal

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-007 **TITLE: APPEAL PC DECISION TO CITY COUNCIL**

CURRENT FEE	RECOMMENDED FEE
$2,243 per appeal	$3,045 per appeal

REF #: S-008 **TITLE: APPEAL OF STAFF DETERMINATION TO CM**

CURRENT FEE	RECOMMENDED FEE
$937 per appeal	$1,580 per appeal

REF #: S-009 **TITLE: AUCTION HOUSE ESTABLISHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
Establishment - $891 per permit	Establishment - $780 per permit
Employee - $420 per permit	

REF #: S-010 **TITLE: AUTO WRECKING ESTABLISHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,132 per permit	$780 per permit

REF #: S-011 **TITLE: BILLARDS/POOL ESTABLISHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,554 per permit	$1,710 per permit

REF #: S-012 **TITLE: BINGO PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,232 per permit	Fee is set by State Law:
	$50 per permit

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-013 **TITLE: BINGO PERMIT RENEWAL**

CURRENT FEE	RECOMMENDED FEE
$708 per permit	Fee is set by State Law: $50 per permit

REF #: S-014 **TITLE: BLOCK PARTY PERMIT**

CURRENT FEE	RECOMMENDED FEE
$100 per permit plus $100 deposit	$745 per permit plus $100 deposit

REF #: S-015 **TITLE: CIRCUS/CARNIVAL PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,537 per permit	$2,550 per permit

REF #: S-016 **TITLE: CONDITIONAL USE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$7,240 per application

REF #: S-017 **TITLE: VARIANCE**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$4,140 per application

REF #: S-018 **TITLE: MINOR VARIANCE/ADMIN ADJUSTMENT**

CURRENT FEE	RECOMMENDED FEE
$1,789 per application	$1,495 per application

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-019 **TITLE: TENTATIVE PARCEL/TRACT MAP**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$4,530 per application

REF #: S-020 **TITLE: SITE PLAN REVIEW**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$6,195 per application

REF #: S-021 **TITLE: ADMINISTRATIVE SITE PLAN REVIEW**

CURRENT FEE	RECOMMENDED FEE
$2,333 per application	$3,425 per application

REF #: S-022 **TITLE: MODIFICATION TO APPROV. ENTITLEMENT**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$4,590 per application

REF #: S-023 **TITLE: NEW/AMENDED SPECIFIC PLAN**

CURRENT FEE	RECOMMENDED FEE
$4,656 per application	$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-024 **TITLE: MULTIFAMILY RESID. DESIGN REVIEW**

CURRENT FEE	RECOMMENDED FEE
None	$1,125 per application

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REF #: S-025 **TITLE: DANCE HALL PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,166 per permit	$1,810 per permit

REF #: S-026 **TITLE: DANCE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$150 per permit	$305 per permit

REF #: S-027 **TITLE: DENSITY BONUS REVIEW**

CURRENT FEE	RECOMMENDED FEE
None	$505 per application

REF #: S-028 **TITLE: EASEMENT & DOC REV/CC&R/REVISE MAP**

CURRENT FEE	RECOMMENDED FEE
$689 per review	$245 per review plus actual attorney or other contract costs

REF #: S-029 **TITLE: ENTERTAINMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,829 per permit	$1,895 per permit

REF #: S-030 **TITLE: JUMPER PERMIT**

CURRENT FEE	RECOMMENDED FEE
$30 per permit	$50 per permit

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REF #: S-031 TITLE: TRACKLESS TRAIN PERMIT

CURRENT FEE

$30 per permit

RECOMMENDED FEE

$50 per permit

REF #: S-032 TITLE: CERTIFICATE OF ENVIRON. EXEMPTION

CURRENT FEE

$250 per application plus actual costs

RECOMMENDED FEE

Standard - $255 per application plus any filing fees
In-Fill - $1,190 per application plus any filing fees plus any outside contract costs

REF #: S-033 TITLE: ENVIRONMENTAL REVIEW

CURRENT FEE

Negative Declaration - $500 plus actual cost
Mitigated Negative Declaration - $500 plus actual cost
Environmental Impact Report - $600 plus actual cost
Monitoring Compliance - $423

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-034 TITLE: EXTENSION OF TIME (STAFF APPROVAL)

CURRENT FEE

$350 per application

RECOMMENDED FEE

$305 per application

REF #: S-035 TITLE: EXTENSION OF TIME (PC APPROVAL)

CURRENT FEE

$603 per application

RECOMMENDED FEE

$1,085 per application

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REF #: S-036 TITLE: FILM PERMIT

CURRENT FEE

$200 per permit

Plus:
City Park Film Use - $400 per permit
Film Prep/Strike (1st & 2nd day) - $100
Film Prep/Strike (each additional day after 2nd day) - $400

Still Photo Use - $100 per permit

RECOMMENDED FEE

$330 per permit

Plus:
City Park Film Use - $400 per permit
Film Prep/Strike (1st & 2nd day) - $100
Film Prep/Strike (each additional day after 2nd day) - $400

Still Photo Use - $100 per permit

REF #: S-037 TITLE: FIREWORKS STAND PERMIT

CURRENT FEE

$913 per stand

RECOMMENDED FEE

$1,170 per stand

REF #: S-038 TITLE: FIREWORKS STAND REMOVAL

CURRENT FEE

$343 per stand

RECOMMENDED FEE

$385 per stand plus actual removal costs.

REF #: S-039 TITLE: FORTUNETELLER PERMIT

CURRENT FEE

$824 per permit

RECOMMENDED FEE

$1,810 per permit

REF #: S-040 TITLE: GARAGE SALE PERMIT

CURRENT FEE

$30 per permit

RECOMMENDED FEE

Charge the actual third party vendor costs.

REF #: S-041 TITLE: HANDBILL PERMIT

CURRENT FEE

$543 per permit

RECOMMENDED FEE

$235 per permit

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REF #: S-042 **TITLE: JUNK COLLECTOR PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,058 per permit	$760 per permit

REF #: S-043 **TITLE: JUNK DEALER PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,052 per permit	$760 per permit

REF #: S-044 **TITLE: KENNEL PERMIT**

CURRENT FEE	RECOMMENDED FEE
$578 per permit	This fee should be removed from the fee schedule as it would be included as a Conditional Use Permit.

REF #: S-045 **TITLE: LOT LINE ADJUSTMENT/LOT MERGER**

CURRENT FEE	RECOMMENDED FEE
$1,443 per application	$1,685 per application plus actual surveyor costs

REF #: S-046 **TITLE: URBAN LOT SPLIT**

CURRENT FEE	RECOMMENDED FEE
$1,443 per application	$1,685 per application plus actual surveyor costs

REF #: S-047 **TITLE: NON-PROFIT SOLICITATION PERMIT**

CURRENT FEE	RECOMMENDED FEE
$75 per permit	$235 per permit

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REF #: S-048 TITLE: PAWNBROKER PERMIT

CURRENT FEE

$1,347 per permit

RECOMMENDED FEE

$760 per permit

REF #: S-049 TITLE: PEDDLER/SIDEWALK/STREET VENDOR PMT

CURRENT FEE

$592 per permit

RECOMMENDED FEE

$445 per permit

REF #: S-050 TITLE: SPECIAL BUSINESS PERMIT RENEWAL

CURRENT FEE

Billiards/Poolroom Establishment - $972
Dance Hall - $639
Entertainment - $1,162
Shooting Gallery - $546
Other - $554

RECOMMENDED FEE

$465 per permit

Renewals with changes would be charged the fee for a new application.

REF #: S-051 TITLE: PRIVATE PLAYGROUND PERMIT

CURRENT FEE

$916 per permit

RECOMMENDED FEE

$480 per permit

REF #: S-052 TITLE: PRE-SUBMITTAL REVIEW

CURRENT FEE

$874 per review

RECOMMENDED FEE

$405 per review

REF #: S-053 TITLE: PRE-APPLICATION REVIEW

CURRENT FEE

$874 per review

RECOMMENDED FEE

$2,500 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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REF #: S-054 **TITLE: REAL PROPERTY ADDRESS CHANGE**

CURRENT FEE	RECOMMENDED FEE
Residential - $240 per application Commercial - $286 per application	$490 per application

REF #: S-055 **TITLE: SECONDHAND DEALER PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,347 per application	$760 per application

REF #: S-056 **TITLE: FIRING RANGE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,072 per permit	$1,810 per permit

REF #: S-057 **TITLE: SIMILAR USE DETERMINATION**

CURRENT FEE	RECOMMENDED FEE
$3,551 per application	$970 per application

REF #: S-058 **TITLE: TEMPORARY CERTIFICATE OF OCCUPANCY**

CURRENT FEE	RECOMMENDED FEE
$850 per application	$485 per application

REF #: S-059 **TITLE: TEMPORARY USE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,063 per application	$1,160 per application

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REF #: S-060 TITLE: TEMPORARY EVENT PERMIT - PRIV. PROP

CURRENT FEE

Annual or Periodic Permit - $449 per permit
Entertainment/Event Day Use Permit - $193 per permit

RECOMMENDED FEE

1-99 attendees - $360 per application
100-299 attendees - $445 per application
300+ attendees - $755 per application

Any City staffing on the day of the event is in addition to these fees.

REF #: S-061 TITLE: TEMPORARY EVENT PERMIT - PUBLIC ROW

CURRENT FEE

Annual or Periodic Permit - $449 per permit
Entertainment/Event Day Use Permit - $193 per permit

RECOMMENDED FEE

1-99 attendees - $985 per application
100-299 attendees - $1,225 per application
300+ attendees - $1,350 per application

Any City staffing on the day of the event is in addition to these fees.

REF #: S-062 TITLE: BLOCK PARTY

CURRENT FEE

None

RECOMMENDED FEE

$1,050 per application

REF #: S-063 TITLE: PARK RENTAL

CURRENT FEE

None

RECOMMENDED FEE

$755 per event

Any City staffing on the day of the event is in addition to this fee.

REF #: S-064 TITLE: ZONE CHANGE/GEN PLAN AMENDMENT

CURRENT FEE

$5,725 per application

RECOMMENDED FEE

$11,010 per application

REF #: S-065 TITLE: ZONE TEXT AMENDMENT

CURRENT FEE

$5,725 per application

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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REF #: S-066 **TITLE: MASTER SIGN PROGRAM**

CURRENT FEE	RECOMMENDED FEE
None	$3,485 per application

REF #: S-067 **TITLE: TEMPORARY BANNER PERMIT**

CURRENT FEE	RECOMMENDED FEE
$77 per application	$110 per application

REF #: S-068 **TITLE: PLANNING SIGN PERMIT**

CURRENT FEE	RECOMMENDED FEE
None	$165 per application

REF #: S-069 **TITLE: ZONING VERIFICATION LETTER**

CURRENT FEE	RECOMMENDED FEE
$94 per letter	$165 per letter

REF #: S-070 **TITLE: PROPERTY HISTORY RESEARCH**

CURRENT FEE	RECOMMENDED FEE
$94 per property	$255 per property plus the fully allocated hourly rates for all personnel spent in excess of two hours.

REF #: S-071 **TITLE: PARKING LOT RECONFIG SITE PLAN REV**

CURRENT FEE	RECOMMENDED FEE
$262 per application	$880 per application

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REF #: S-072 TITLE: WIRELESS FACILITY PERMIT

CURRENT FEE

None

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-073 TITLE: ZONING REVIEW CLEARANCE

CURRENT FEE

$116 per application

RECOMMENDED FEE

$30 per application

REF #: S-074 TITLE: RELOCATION/DEMO HOUSING UNIT

CURRENT FEE

None

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-075 TITLE: NEW BUSINESS LICENSE PROCESSING

CURRENT FEE

Registration - $27
Storage (Scanning) - $31
Certificate of Occupancy - $212
Duplication - $13

Fire Inspection:
0-5,000 sq ft - $86
5,001-10,000 sq ft - $128
10,001-15,000 sq ft - $171
15,001+ sq ft - $341

RECOMMENDED FEE

Registration - $34
Certificate of Occupancy/Inspection - $205
Duplication - $25

Fire Inspection:
0-5,000 sq ft - $86
5,001-10,000 sq ft - $128
10,001-15,000 sq ft - $171
15,001+ sq ft - $341

REF #: S-076 TITLE: HOME OCCUPATION PERMIT

CURRENT FEE

$111 per application

RECOMMENDED FEE

$135 per application

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REF #: S-077 TITLE: SHORT TERM RENTAL PERMIT

CURRENT FEE

$1,337 per application

RECOMMENDED FEE

$1,337 per application

REF #: S-078 TITLE: DATA EXTRACT

CURRENT FEE

Single - $15
Full - $30
Expanded - $47 per hour

RECOMMENDED FEE

This fee should be removed from the fee schedule as the service is no longer provided.

REF #: S-079 TITLE: ADDITIONAL PLANNING REVIEW

CURRENT FEE

None

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-080 TITLE: MISCELLANEOUS PLANNING REVIEW

CURRENT FEE

None

RECOMMENDED FEE

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-081 TITLE: BUILDING PLAN CHECK & INSPECTION

CURRENT FEE

Various permit fees based on valuation or flat fees for various trade permits

Plan Check:
Level 1 - $55
Level 2 - $95
Level 3 - $120 per hour

RECOMMENDED FEE

No Change, except:

Plan Check:
Level 1 - $115
Level 2 - 65% of the permit fee from the valuation tables
Level 3 - charge fully allocated hourly rates and/or contract costs

In addition, the City should annually update its square footage valuation tables to reflect current construction costs.

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REF #: S-082 **TITLE: TRUTH IN SALES REVIEW**

CURRENT FEE	RECOMMENDED FEE
Exterior - $435 per review	Exterior - $510 per review Interior - $145 per review

REF #: S-083 **TITLE: ACCESS COVER ENCROACHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$279 per permit	$295 per permit

REF #: S-084 **TITLE: CURB/GUTTER ENCROACHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
0-50 linear feet - $248 per permit Each additional 50 linear feet - $60	0-50 linear feet - $295 per permit Each additional 50 linear feet - $90

REF #: S-085 **TITLE: SIDEWALK ENCROACHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
0-100 square feet - $258 per permit Each additional 100 square feet - $58	0-100 square feet - $295 per permit Each additional 100 square feet - $90

REF #: S-086 **TITLE: DRIVEWAY APPROACH ENCROACHMENT PRMT**

CURRENT FEE	RECOMMENDED FEE
$248 per permit	$295 per permit

REF #: S-087 **TITLE: DUMPSTER/CONTAINER ENCROACH PERMIT**

CURRENT FEE	RECOMMENDED FEE
$129 per week	$150 per week

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REF #: S-088 TITLE: HYDRO-PUNCH DRILL ENCROACH PERMIT

CURRENT FEE

$258 per permit

RECOMMENDED FEE

$295 per permit

REF #: S-089 TITLE: MONITORING WELL ENCROACHMENT PERMIT

CURRENT FEE

$248 per permit

RECOMMENDED FEE

$325 per permit

REF #: S-090 TITLE: MS4 PERMIT FACILITY INSPECTION

CURRENT FEE

Permitted Industrial Facilities - $322
No Exposure Certified & Permit Non-Filer - $170
Automotive, Gas Stations, Nursery - $170
Restaurant, Food Service, Other - $147

RECOMMENDED FEE

Charge the actual third-party contract cost.

REF #: S-091 TITLE: NEWSRACK ENCROACHMENT PERMIT

CURRENT FEE

Registration - $78
Initial Inspection - $162
Each additional inspection - $60
Tag Duplication - $88

RECOMMENDED FEE

Registration - $65
Initial Inspection - $120
Each additional inspection - $60
Tag Duplication - $90

REF #: S-092 TITLE: OVERSIZE/WIDE LOAD PERMIT

CURRENT FEE

Single Trip - $16 per permit
Annual Permit - $90 per permit

RECOMMENDED FEE

Fees are set by the State:

Single Trip - $16 per permit
Annual Permit - $90 per permit

REF #: S-093 TITLE: PAVEMENT ENCROACHMENT PERMIT

CURRENT FEE

0-1,500 square feet - $258 per permit
Each additional 1,500 square feet - $53

RECOMMENDED FEE

0-1,500 square feet - $325 per permit
Each additional 1,500 square feet - $90

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REF #: S-094 **TITLE: REMOVE/TRIM PARKWAY TREE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$228 per permit	$285 per permit

REF #: S-095 **TITLE: ENGINEERING PLAN CHECK**

CURRENT FEE	RECOMMENDED FEE
$98 per hour	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-096 **TITLE: RIGHT-OF-WAY VACATION REVIEW**

CURRENT FEE	RECOMMENDED FEE
None	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-097 **TITLE: TREE PLANTING PERMIT**

CURRENT FEE	RECOMMENDED FEE
$100 per permit	$205 per permit

REF #: S-098 **TITLE: SEWER CONNECTION PERMIT**

CURRENT FEE	RECOMMENDED FEE
$286 per permit	$355 per permit

REF #: S-099 **TITLE: SEWER LATERAL PERMIT**

CURRENT FEE	RECOMMENDED FEE
$381 per permit	$355 per permit

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REF #: S-100 **TITLE: SHOPPING CART RETRIEVAL**

CURRENT FEE	RECOMMENDED FEE
$87 per cart	$65 per cart

REF #: S-101 **TITLE: SUPPLEMENTAL EMPLOYMENT PROPOSAL**

CURRENT FEE	RECOMMENDED FEE
At Cost	This fee should be removed from the fee schedule as the service is no longer provided.

REF #: S-102 **TITLE: TEMPORARY NO PARKING SIGN**

CURRENT FEE	RECOMMENDED FEE
$60 per 300 feet	$65 per request plus $60 per day plus $2 per sign

REF #: S-103 **TITLE: TRAFFIC CONTROL PERMIT**

CURRENT FEE	RECOMMENDED FEE
One Day - $498 per permit Each additional day - $107	One Day - $240 per permit Each additional day - $115

REF #: S-104 **TITLE: TRENCH EXCAVATION PERMIT**

CURRENT FEE	RECOMMENDED FEE
1-100 linear feet - $258 per permit Each additional 100 linear feet - $67	1-100 linear or square feet - $355 per permit Each additional 100 linear or square feet - $115

REF #: S-105 **TITLE: UTILITY ENCROACHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$335 per permit or location	$360 per permit or location

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REF #: S-106 TITLE: ADDITIONAL ENGINEERING REVIEW/INSP

CURRENT FEE

None

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-107 TITLE: MISCELLANEOUS ENGINEERING REVIEW

CURRENT FEE

Non-Research:
Associate Engineer - $90 per hour
Engineering Aide - $65 per hour
Engineering Technician - $75 per hour
Research - $100 per hour

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-108 TITLE: CODE ENFORCEMENT INSPECTION

CURRENT FEE

None

RECOMMENDED FEE

$120 per inspection

REF #: S-109 TITLE: INSPECTION WARRANT

CURRENT FEE

None

RECOMMENDED FEE

$120 per warrant plus attorney and court costs

REF #: S-110 TITLE: ABATEMENT WARRANT

CURRENT FEE

None

RECOMMENDED FEE

$360 per warrant plus attorney and court costs

REF #: S-111 TITLE: NUISANCE ABATEMENT

CURRENT FEE

Actual Costs

RECOMMENDED FEE

Charge the fully allocated hourly rates for all staff involved plus any outside contract costs.

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REF #: S-112 TITLE: ADMINISTRATIVE CITATION APPEAL PROC

CURRENT FEE

None

RECOMMENDED FEE

$240 per appeal

REF #: S-113 TITLE: ANIMAL IMPOUND

CURRENT FEE

None

RECOMMENDED FEE

$45 per animal

REF #: S-114 TITLE: ANIMAL PICK UP

CURRENT FEE

Live Animal:
- Small Animal (1-99 pounds) - $95
- Litter - $95
- Small Livestock - $95
- Large Animal (100+ pounds) - $295
- Special Handling - Hourly Rates

Dead Animal:
- Small Animal (1-99 pounds) - $82 (includes disposal fee)
- Large Animal (100+ pounds) - $272 (includes disposal fee)

RECOMMENDED FEE

Live Animal:
- Small Animal (1-99 pounds) - $95
- Litter - $95
- Small Livestock - $95
- Large Animal (100+ pounds) - $295
- Special Handling - Fully Allocated Hourly Rates

Dead Animal:
- Small Animal (1-99 pounds) - $82 (includes disposal fee)
- Large Animal (100+ pounds) - $272 (includes disposal fee)

REF #: S-115 TITLE: ANIMAL IN-HOUSE QUARANTINE

CURRENT FEE

None

RECOMMENDED FEE

$70 per animal

REF #: S-116 TITLE: ANIMAL CONTROL SERVICES

CURRENT FEE

Dog License Fees:

Spayed or Neutered: 1 year - $25 3 year - $60
Senior Citizen (60+) Altered: 1 year - $7.50 3 year - $22.50
Unaltered: 1 year - $60 3 year - $180

More than 30 days past due - $25

RECOMMENDED FEE

Dog License Fees:

Spayed or Neutered: 1 year - $25 3 year - $60
Senior Citizen (60+) Altered: 1 year - $7.50 3 year - $22.50
Unaltered: 1 year - $100 3 year - $300

More than 30 days past due - $25

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REF #: S-117 TITLE: ALARM PERMIT

CURRENT FEE

$44 per permit
Late Fee - additional $44

RECOMMENDED FEE

Charge the actual third-party contract cost.

REF #: S-118 TITLE: POLICE FALSE ALARM RESPONSE

CURRENT FEE

First 3 responses in a calendar year - No Charge
4th response - $75
5th response - $75
6th response - $100
7th response - $125
8th response - $150
9th response - $175
10th and subsequent responses - $200

RECOMMENDED FEE

First 3 responses in a calendar year - No Charge
4th response - $170
5th response - $340
6th and subsequent responses - $510

REF #: S-119 TITLE: ARREST SUMMARY LETTER

CURRENT FEE

$25 per letter

RECOMMENDED FEE

$25 per letter

REF #: S-120 TITLE: BODY CAM VIDEO EXTRACTION

CURRENT FEE

$50 OR Actual Third Party Costs

RECOMMENDED FEE

This fee should be removed from the fee schedule since it is included in the Electronic Police Record Copy fee.

REF #: S-121 TITLE: BOXING/WRESTLING PERMIT

CURRENT FEE

$547 per permit

RECOMMENDED FEE

This fee should be removed from the fee schedule as the service is no longer provided.

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REF #: S-122 TITLE: CIVIL SUBPOENA PROCESSING

CURRENT FEE

Records - $15 per subpoena
Clerical Costs - $24 per hour
Copies - $0.15 per copy
Witness - $275

RECOMMENDED FEE

Fees are set by the Court:

Records - $15 per subpoena
Copies - $0.15 per copy
Witness - $275 deposit

REF #: S-123 TITLE: CLEARANCE LETTER

CURRENT FEE

$25 per letter

RECOMMENDED FEE

$25 per letter

REF #: S-124 TITLE: POLICE RECORD REPRODUCTION

CURRENT FEE

Crime Report - $23 per report
Traffic Collision Report - $25 per report

RECOMMENDED FEE

$23 per report or what is allowed by the Public Records Act

REF #: S-125 TITLE: DISABLE PLACARD CITATION DISMISSAL

CURRENT FEE

$20 per citation

RECOMMENDED FEE

$20 per citation

REF #: S-126 TITLE: ELECTRONIC POLICE RECORD COPY

CURRENT FEE

$8 per photo

RECOMMENDED FEE

$10 per device

REF #: S-127 TITLE: POLICE RECORD RESEARCH

CURRENT FEE

Actual Costs

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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REF #: S-128 TITLE: POLICE RECORD SEALING/EXPUNGEMENT

CURRENT FEE

$50 per record

RECOMMENDED FEE

This fee should be removed from the fee schedule as the service is no longer provided.

REF #: S-129 TITLE: FINGERPRINTING/ID CARD

CURRENT FEE

$33 per card

RECOMMENDED FEE

$40 per card plus any DOJ fees

REF #: S-130 TITLE: FIREARMS STORAGE

CURRENT FEE

$12 per weapon per month

RECOMMENDED FEE

$80 per weapon

REF #: S-131 TITLE: MASSAGE OPERATOR PERMIT

CURRENT FEE

CAMTC certified - $228 per permit
Non-CAMTC certified - $419 per permit

RECOMMENDED FEE

$145 per permit plus DOJ costs

REF #: S-132 TITLE: MASSAGE OPERATOR PERMIT RENEWAL

CURRENT FEE

CAMTC certified - No Charge
Non-CAMTC certified - $284 per permit

RECOMMENDED FEE

$90 per permit

REF #: S-133 TITLE: MASSAGE WORK PERMIT

CURRENT FEE

CAMTC certified - $228 per permit
Non-CAMTC certified - $419 per permit

RECOMMENDED FEE

$150 per permit plus DOJ costs

Includes $5 ID Card cost.

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REF #: S-134 **TITLE: MASSAGE WORK PERMIT RENEWAL**

CURRENT FEE	RECOMMENDED FEE
CAMTC certified - No Charge Non-CAMTC certified - $284 per permit	$95 per permit Includes $5 ID Card cost.

REF #: S-135 **TITLE: MASSAGE CERT OF OP DENIAL APPEAL**

CURRENT FEE	RECOMMENDED FEE
$683 per appeal	$780 per appeal

REF #: S-136 **TITLE: MASSAGE CERT OF OP REVOC APPEAL**

CURRENT FEE	RECOMMENDED FEE
$783 per appeal	$1,075 per appeal

REF #: S-137 **TITLE: MASSAGE OPERATOR PMT DENIAL APPEAL**

CURRENT FEE	RECOMMENDED FEE
$683 per appeal	$780 per appeal

REF #: S-138 **TITLE: MASSAGE OP PERMIT REVOCATION APPEAL**

CURRENT FEE	RECOMMENDED FEE
$783 per appeal	$1,075 per appeal

REF #: S-139 **TITLE: MASSAGE WORK PERMIT DENIAL APPEAL**

CURRENT FEE	RECOMMENDED FEE
$683 per appeal	$780 per appeal

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REF #: S-140 **TITLE: MASSAGE WORK PERMIT REVOC APPEAL**

CURRENT FEE	RECOMMENDED FEE
$783 per appeal	$895 per appeal

REF #: S-141 **TITLE: MASSAGE ESTABLISHMENT PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,166 per application	$440 per application

REF #: S-142 **TITLE: ANNUAL PARKING PERMIT**

CURRENT FEE	RECOMMENDED FEE
No Charge	$30 per permit Replacement Permit - $15

REF #: S-143 **TITLE: TEMPORARY PARKING PERMIT**

CURRENT FEE	RECOMMENDED FEE
No Charge	$50 per permit

REF #: S-144 **TITLE: VEHICLE REPOSSESSION PROCESSING**

CURRENT FEE	RECOMMENDED FEE
$15 per vehicle	Fee is set by the State: $15 per vehicle

REF #: S-145 **TITLE: SPECIAL WORK PERMIT - NEW**

CURRENT FEE	RECOMMENDED FEE
$196 per permit	$185 per permit Includes $5 ID Card cost

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FEE COMPARISON REPORT
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REF #: S-146 **TITLE: SPECIAL WORK PERMIT - RENEWAL**

CURRENT FEE	RECOMMENDED FEE
$125 per permit	$130 per permit Includes $5 ID Card cost

REF #: S-147 **TITLE: SPECIAL WORK PERMIT - NAME CHANGE**

CURRENT FEE	RECOMMENDED FEE
$50 per permit	$30 per permit Includes $5 ID Card cost

REF #: S-148 **TITLE: OTHER BUSINESS BACKGROUND CHECK**

CURRENT FEE	RECOMMENDED FEE
None	$390 per application plus fingerprinting fee if needed.

REF #: S-149 **TITLE: SPECIAL WORK PERMIT - NEW CLUB EMPL**

CURRENT FEE	RECOMMENDED FEE
$125 per permit	$185 per permit plus DOJ fees Includes $5 ID Card cost

REF #: S-150 **TITLE: SPECIAL WORK PERMIT-RENEW CLUB EMPL**

CURRENT FEE	RECOMMENDED FEE
$125 per permit	$130 per permit Includes $5 ID Card cost

REF #: S-151 **TITLE: CURB PAINTING PERMIT**

CURRENT FEE	RECOMMENDED FEE
$1,424 per request	$550 per request plus $1,500 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs for the painting of the curb if approved.

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-152 TITLE: POLICE SECURITY SERVICES

CURRENT FEE

Actual Costs

RECOMMENDED FEE

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-153 TITLE: TAXICAB-PUBLIC CONVENIENCE

CURRENT FEE

$200 per certificate

RECOMMENDED FEE

This fee should be removed from the fee schedule as the service is no longer provided.

REF #: S-154 TITLE: VEHICLE RELEASE

CURRENT FEE

$260 per vehicle

RECOMMENDED FEE

$210 per vehicle

REF #: S-155 TITLE: VEHICLE EQUIP CORRECTION SIGN OFF

CURRENT FEE

Resident - No Charge
Non-Resident - $40 per citation

RECOMMENDED FEE

Resident - No Charge
Non-Resident - $50 per citation

REF #: S-156 TITLE: PUBLIC DISTURBANCE RESPONSE

CURRENT FEE

None

RECOMMENDED FEE

First response in a 24 hour period - No Charge
Each subsequent response - $340 per response or actual cost of all responding personnel as determined by City staff.

REF #: S-157 TITLE: DUI COLLISION RESPONSE

CURRENT FEE

None

RECOMMENDED FEE

Charge the fully allocated hourly rates for all responding emergency personnel involved plus any outside contract costs, up to a maximum of $12,000.

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-158 TITLE: CONCEALED WEAPON PERMIT

CURRENT FEE

New - $369 per application
Renewal - $25 plus $50 card
Replacement/Amendment - $10 plus $50 card
Psychological Testing - $150

Plus Fingerprinting and DOJ costs

RECOMMENDED FEE

New - $1,010 per application (including $50 ID Card cost)
Renewal - $25 plus $50 card
Replacement/Amendment - $10 plus $50 card
Psychological Testing - $150

Plus Fingerprinting and DOJ costs

REF #: S-159 TITLE: TRUSTEE JAIL RATE

CURRENT FEE

First Day - $319
Each Additional Day - $100

RECOMMENDED FEE

This fee should be removed from the fee schedule as the service is no longer provided.

REF #: S-160 TITLE: YOUTH SPORTS PROGRAMS

CURRENT FEE

Diamond 2 - $35 per participant
TK-K Grade - $30 per participant
Introduction to Flag Football - $35 per participant
Baseball - $60 per participant

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-161 TITLE: ADULT SPORTS PROGRAMS

CURRENT FEE

Coed Softball:
Fall 2023 Friday Nights - $300 per team
Winter 2023 - $300 per team
Summer 2023 - $330 per team

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-162 TITLE: CONTRACT RECREATION CLASSES

CURRENT FEE

Various fees in which the contract receives 90% and the City receives 10%

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

The City should explore changing the allocations between the contract instructors and the City over time to 70%/30%, which is more of an industry standard.

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-163 **TITLE: CITY SPECIAL EVENTS**

CURRENT FEE

Craft Fair - $40 per vendor booth
plus $65 per retail vendor
Easter Eggstavaganza - $8 per participant
Kids Night Out - LA Kings - $25 per participant

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-164 **TITLE: AFTERSCHOOL PROGRAM**

CURRENT FEE

$40 per participant per week
$5 sibling discount

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-165 **TITLE: YOUTH CAMPS**

CURRENT FEE

$270 per participant per week

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-166 **TITLE: THERAPEUTIC RECREATION**

CURRENT FEE

None

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-167 **TITLE: YOUTH & FAMILY SERVICES**

CURRENT FEE

None

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-168 **TITLE: CHILD CARE SERVICES**

CURRENT FEE

None

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-169 **TITLE: SENIOR DAY CARE**

CURRENT FEE

This is a new program.

The per-day fee ranges from $25-$79 depending on income.

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-170 **TITLE: SENIOR MEALS**

CURRENT FEE

Grant Funding

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-171 **TITLE: SENIOR ACTIVITIES**

CURRENT FEE

Grant Funding

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-172 **TITLE: EMERGENCY CRISIS SUPPORT SERVICES**

CURRENT FEE

Grant Funding

RECOMMENDED FEE

See Appendix C of this Report for Direct Cost recovery detail.

REF #: S-173 **TITLE: RECREATION FACILITY RENTAL**

CURRENT FEE

See Appendix D of this Report for fee detail.

RECOMMENDED FEE

See Appendix D of this Report for fee detail.

REF #: S-174 **TITLE: BALLFIELD MAINTENANCE/RENTAL**

CURRENT FEE

See Appendix D of this Report for fee detail.

RECOMMENDED FEE

See Appendix D of this Report for fee detail.

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-175 **TITLE: TRANSIT SPECIAL SERVICES**

CURRENT FEE	RECOMMENDED FEE
None	Temporary Bus Stop Closure or Removal: $500 per day per bus stop closed or impacted. Late/extension fees: $300 Late fee for failing to provide minimum notice. $300 extension fee if the Transit Impact will extend to 30 days or longer City Vehicle Maintenance - Actual Costs Private Special Event Transportation - Actual Costs Senior Excursion Transportation - Actual Costs

REF #: S-176 **TITLE: SPECIAL EVENT SET-UP/CLEAN-UP**

CURRENT FEE	RECOMMENDED FEE
Actual Costs	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-177 **TITLE: PUBLIC PROPERTY DAMAGE REPAIR**

CURRENT FEE	RECOMMENDED FEE
Actual Costs	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-178 **TITLE: RIGHT OF WAY CLEAN UP RESPONSE**

CURRENT FEE	RECOMMENDED FEE
Actual Costs	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-179 **TITLE: SEWER SPILL RESPONSE**

CURRENT FEE	RECOMMENDED FEE
Actual Costs	Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-180 **TITLE: BUSINESS LICENSE RENEWAL PROCESSING**

CURRENT FEE	RECOMMENDED FEE
None	$22 per renewal

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-181 TITLE: NON-SUFFICIENT FUNDS CHECK PROCESS

CURRENT FEE

First NSF check - $25
Each subsequent NSF check - $35

RECOMMENDED FEE

$70 per NSF check

REF #: S-182 TITLE: CREDIT CARD TRANSACTION PROCESSING

CURRENT FEE

Actual Cost

RECOMMENDED FEE

Charge the actual third party vendor costs

REF #: S-183 TITLE: DOCUMENT REPRODUCTION

CURRENT FEE

Photocopies:
8.5x11 B/W - $0.15 per page 8.5x11 Color - $0.20 per page
Special Paper - $1 per page
City Council minutes - $24 per year
Microfilm records - $24
Fax - $0.15 per page
Scanning - various fees ranging from $0.10 to $1 depending on size
Outside Reproduction - Actual Cost
Mailed - Actual Costs

RECOMMENDED FEE

Fees are limited by the Public Records Act:

First 10 pages at no charge, then:
$0.20 per page
FPPC-related documents - $0.10 per page

Outside Reproduction - Actual Cost
Mailed - Actual Costs

REF #: S-184 TITLE: ELECTRONIC FILE COPY

CURRENT FEE

Audio/Visual per CD, DVD, PRA - $50
911 calls - $50
Tape & Video per CD/DVD or USB - $20

RECOMMENDED FEE

$10 per device

REF #: S-185 TITLE: DOCUMENT CERTIFICATION

CURRENT FEE

$34 per document

RECOMMENDED FEE

$34 per document

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-186 TITLE: NOTARY SERVICES

CURRENT FEE

$15 per signature

RECOMMENDED FEE

Fee is set by the State:

$15 per signature

REF #: S-187 TITLE: LOBBYIST EMPLOYER REGISTRATION

CURRENT FEE

$33 per application

Late fee - $33

RECOMMENDED FEE

$33 per application

Late fee - $33

REF #: S-188 TITLE: LOBBYIST REGISTRATION STATEMENT

CURRENT FEE

$24 per statement

Late fee - $33

RECOMMENDED FEE

$30 per statement

Late fee - $30

REF #: S-189 TITLE: PASSPORT PROCESSING

CURRENT FEE

Execution fee - $35
Passport Photo - $10
Express Mail - Actual Cost

RECOMMENDED FEE

Fees are set by the federal government:

Execution fee - $35
Passport Photo - $10
Express Mail - Actual Cost

REF #: S-190 TITLE: LOCAL CANDIDATE FILING PROCESSING

CURRENT FEE

None

RECOMMENDED FEE

Fee is set by the State:

$25 per candidate

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-191 **TITLE: LOCAL INITIATIVE FILING PROCESSING**

CURRENT FEE	RECOMMENDED FEE
None	$200 per initiative Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition. This is the maximum allowed under State law (Elections Code section 9202(b)).

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APPENDIX B – SERVICE COST CALCULATION WORKSHEETS

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMPLIFIED SOUND PERMIT	**S-001**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review of a request to use amplified sound in public areas.

CURRENT FEE STRUCTURE

$175 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$175.00**	**TOTAL REVENUE:**	**$175**
UNIT COST:	**$102.00**	**TOTAL COST:**	**$102**
UNIT PROFIT (SUBSIDY):	**$73.00**	**TOTAL PROFIT (SUBSIDY):**	**$73**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**171.57%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$100 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMPLIFIED SOUND PERMIT	**S-001**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.00	$101.63	1	$102
		TYPE SUBTOTAL	**1.00**	**$101.63**		**$102**
		TOTALS	**1.00**	**$102.00**		**$102**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADULT ORIENTED BUSINESS PERMIT	**S-002**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Conduct background check for either a adult oriented establishment business or entertainer order to preserve and insure the public peace, health, safety, and welfare.

CURRENT FEE STRUCTURE

$2,046 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADULT ORIENTED BUSINESS PERMIT	**S-002**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	SR PLANNER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMUSEMENT ARCADE ESTABLISH PERMIT	**S-003**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review application to operate an amusement arcade establishment with more than 4 devices within the City.

CURRENT FEE STRUCTURE

$919 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$919.00**	**TOTAL REVENUE:**	**$919**
UNIT COST:	**$817.00**	**TOTAL COST:**	**$817**
UNIT PROFIT (SUBSIDY):	**$102.00**	**TOTAL PROFIT (SUBSIDY):**	**$102**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**112.48%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$815 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMUSEMENT ARCADE ESTABLISH PERMIT	**S-003**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.75**	**$817.33**		**$817**
		TOTALS	**4.75**	**$817.00**		**$817**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMUSEMENT DEVICE PERMIT	**S-004**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review application to operate an amusement device within the City.

CURRENT FEE STRUCTURE

$693 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$693.00**	**TOTAL REVENUE:**	**$693**
UNIT COST:	**$796.00**	**TOTAL COST:**	**$796**
UNIT PROFIT (SUBSIDY):	**$(103.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(103)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**87.06%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$795 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AMUSEMENT DEVICE PERMIT	**S-004**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.33	$76.56	1	$77
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.41**	**$796.49**		**$796**
		TOTALS	**4.41**	**$796.00**		**$796**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL OF PLANNING STAFF DEC TO PC	S-005

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	

DESCRIPTION OF SERVICE

Review appeal of staff decision to the Planning Commission.

CURRENT FEE STRUCTURE

$1,353 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,353.00	TOTAL REVENUE:	$1,353
UNIT COST:	$2,233.00	TOTAL COST:	$2,233
UNIT PROFIT (SUBSIDY):	$(880.00)	TOTAL PROFIT (SUBSIDY):	$(880)
TOTAL UNITS:	1	PCT. COST RECOVERY:	60.59%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,235 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL OF PLANNING STAFF DEC TO PC	**S-005**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		3.00	$695.97	1	$696
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	1	$1,305
		TYPE SUBTOTAL	**15.00**	**$2,232.59**		**$2,233**
		TOTALS	**15.00**	**$2,233.00**		**$2,233**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL FIREWORKS PERMIT SUSPENSION	**S-006**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	

DESCRIPTION OF SERVICE

Process Appeal for Fireworks Permit Suspension to the City Manager.

CURRENT FEE STRUCTURE

$454 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$454.00**	**TOTAL REVENUE:**	**$454**
UNIT COST:	**$1,530.00**	**TOTAL COST:**	**$1,530**
UNIT PROFIT (SUBSIDY):	**$(1,076.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,076)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**29.67%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,530 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL FIREWORKS PERMIT SUSPENSION	**S-006**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		2.00	$203.26	1	$203
PLANNING/BUILDING	COMM DEV DIRECTOR		4.00	$927.96	1	$928
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.17	$15.06	1	$15
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		0.50	$59.90	1	$60
		TYPE SUBTOTAL	**8.17**	**$1,529.63**		**$1,530**
		TOTALS	**8.17**	**$1,530.00**		**$1,530**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL PC DECISION TO CITY COUNCIL	**S-007**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	

DESCRIPTION OF SERVICE

Review appeal of a Planning Commission decision to the City Council, including appeals from City Council members.

CURRENT FEE STRUCTURE

$2,243 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,243.00**	**TOTAL REVENUE:**	**$78,505**
UNIT COST:	**$3,044.31**	**TOTAL COST:**	**$106,551**
UNIT PROFIT (SUBSIDY):	**$(801.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(28,046)**
TOTAL UNITS:	**35**	**PCT. COST RECOVERY:**	**73.68%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,045 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL PC DECISION TO CITY COUNCIL	**S-007**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**35**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		5.00	$1,159.95	35	$40,598
PLANNING/BUILDING	PLANNING ASSOC/ASST		5.00	$579.55	35	$20,284
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	35	$45,668
		TYPE SUBTOTAL	**20.00**	**$3,044.30**		**$106,551**
		TOTALS	**20.00**	**$3,044.31**		**$106,551**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL OF STAFF DETERMINATION TO CM	S-008

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPEAL	

DESCRIPTION OF SERVICE

Review appeal of a staff determination to the City Manager.

CURRENT FEE STRUCTURE

$937 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	$937.00	TOTAL REVENUE:	$937
UNIT COST:	$1,580.00	TOTAL COST:	$1,580
UNIT PROFIT (SUBSIDY):	$(643.00)	TOTAL PROFIT (SUBSIDY):	$(643)
TOTAL UNITS:	1	PCT. COST RECOVERY:	59.30%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,580 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
APPEAL OF STAFF DETERMINATION TO CM	**S-008**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		3.00	$695.97	1	$696
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER		5.00	$652.40	1	$652
		TYPE SUBTOTAL	**10.00**	**$1,580.19**		**$1,580**
		TOTALS	**10.00**	**$1,580.00**		**$1,580**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AUCTION HOUSE ESTABLISHMENT PERMIT	**S-009**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate an auction house business within the City.

CURRENT FEE STRUCTURE

Establishment - $891 per permit

Employee - $420 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$891.00**	**TOTAL REVENUE:**	**$891**
UNIT COST:	**$778.00**	**TOTAL COST:**	**$778**
UNIT PROFIT (SUBSIDY):	**$113.00**	**TOTAL PROFIT (SUBSIDY):**	**$113**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**114.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Establishment - $780 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AUCTION HOUSE ESTABLISHMENT PERMIT	**S-009**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.33**	**$777.93**		**$778**
		TOTALS	**4.33**	**$778.00**		**$778**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AUTO WRECKING ESTABLISHMENT PERMIT	**S-010**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review application to operate an auto wrecking establishment within the City.

CURRENT FEE STRUCTURE

$1,132 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,132.00**	**TOTAL REVENUE:**	**$1,132**
UNIT COST:	**$778.00**	**TOTAL COST:**	**$778**
UNIT PROFIT (SUBSIDY):	**$354.00**	**TOTAL PROFIT (SUBSIDY):**	**$354**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**145.50%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$780 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AUTO WRECKING ESTABLISHMENT PERMIT	**S-010**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.33**	**$777.93**		**$778**
		TOTALS	**4.33**	**$778.00**		**$778**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BILLARDS/POOL ESTABLISHMENT PERMIT	**S-011**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a billiards/pool room business of more than three pool tables or more than 30% of the total floor area.

CURRENT FEE STRUCTURE

$1,554 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,554.00**	**TOTAL REVENUE:**	**$1,554**
UNIT COST:	**$1,709.00**	**TOTAL COST:**	**$1,709**
UNIT PROFIT (SUBSIDY):	**$(155.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(155)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**90.93%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,710 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BILLARDS/POOL ESTABLISHMENT PERMIT	**S-011**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		3.00	$304.89	1	$305
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	1	$522
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**11.25**	**$1,708.66**		**$1,709**
		TOTALS	**11.25**	**$1,709.00**		**$1,709**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BINGO PERMIT	**S-012**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a bingo game within the City.

CURRENT FEE STRUCTURE

$1,232 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,232.00**	**TOTAL REVENUE:**	**$1,232**
UNIT COST:	**$1,709.00**	**TOTAL COST:**	**$1,709**
UNIT PROFIT (SUBSIDY):	**$(477.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(477)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**72.09%**

SUGGESTED FEE FOR COST RECOVERY OF: 3%

Fee is set by State Law:

$50 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BINGO PERMIT	**S-012**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		3.00	$304.89	1	$305
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	1	$522
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**11.25**	**$1,708.66**		**$1,709**
		TOTALS	**11.25**	**$1,709.00**		**$1,709**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BINGO PERMIT RENEWAL	**S-013**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a renewal request to operate a bingo game within the City.

CURRENT FEE STRUCTURE

$708 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$708.00**	**TOTAL REVENUE:**	**$3,540**
UNIT COST:	**$349.60**	**TOTAL COST:**	**$1,748**
UNIT PROFIT (SUBSIDY):	**$358.40**	**TOTAL PROFIT (SUBSIDY):**	**$1,792**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**202.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 15%

Fee is set by State Law:

$50 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BINGO PERMIT RENEWAL	**S-013**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.50	$152.45	5	$762
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	5	$290
PLANNING/BUILDING	SR PLANNER		0.17	$22.18	5	$111
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.17	$17.87	5	$89
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	5	$35
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	5	$371
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.25	$17.69	5	$88
		TYPE SUBTOTAL	**2.59**	**$349.51**		**$1,748**
		TOTALS	**2.59**	**$349.60**		**$1,748**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BLOCK PARTY PERMIT	**S-014**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review of a request to close a residential street for a block party.

CURRENT FEE STRUCTURE

$100 per permit plus $100 deposit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$100.00**	**TOTAL REVENUE:**	**$500**
UNIT COST:	**$746.80**	**TOTAL COST:**	**$3,734**
UNIT PROFIT (SUBSIDY):	**$(646.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,234)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**13.39%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$745 per permit plus $100 deposit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BLOCK PARTY PERMIT	**S-014**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PUBLIC WORKS ADMIN	DIR OF PUBLIC WORKS		0.25	$49.32	5	$247
STREET MAINTENANCE	PUBLIC WORKS LEAD		0.25	$39.11	5	$196
STREET MAINTENANCE	STREET MAINT WORKER		2.00	$194.76	5	$974
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT		0.25	$73.26	5	$366
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.83	$84.35	5	$422
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	5	$197
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	5	$290
PLANNING/BUILDING	SR PLANNER		0.17	$22.18	5	$111
POLICE SUPPORT	POLICE CAPTAIN		0.17	$62.63	5	$313
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	5	$371
POLICE SUPPORT	POLICE LIEUTENANT		0.17	$49.59	5	$248
		TYPE SUBTOTAL	**4.93**	**$746.83**		**$3,734**
		TOTALS	**4.93**	**$746.80**		**$3,734**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CIRCUS/CARNIVAL PERMIT	S-015

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a Circus/Carnival within the City.

CURRENT FEE STRUCTURE

$1,537 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,537.00	TOTAL REVENUE:	$3,074
UNIT COST:	$2,551.50	TOTAL COST:	$5,103
UNIT PROFIT (SUBSIDY):	$(1,014.50)	TOTAL PROFIT (SUBSIDY):	$(2,029)
TOTAL UNITS:	2	PCT. COST RECOVERY:	60.24%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,550 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CIRCUS/CARNIVAL PERMIT	S-015
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	2

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PUBLIC WORKS ADMIN	DIR OF PUBLIC WORKS		0.25	$49.32	2	$99
STREET MAINTENANCE	STREET MAINT WORKER		4.00	$389.52	2	$779
PARK MAINT / SPECIAL I	PARK MAINT WORKER I/II	After Event Check	2.00	$229.34	2	$459
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT		0.25	$73.26	2	$147
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		4.00	$406.52	2	$813
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	2	$464
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	2	$232
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	2	$1,044
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	2	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	2	$89
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	2	$437
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	2	$438
		TYPE SUBTOTAL	**18.75**	**$2,551.73**		**$5,103**
		TOTALS	**18.75**	**$2,551.50**		**$5,103**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT	S-016

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a conditional use permit for a specific use of a specific parcel of property within the terms of the Zoning Code.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,656.00**	**TOTAL REVENUE:**	**$37,248**
UNIT COST:	**$7,241.50**	**TOTAL COST:**	**$57,932**
UNIT PROFIT (SUBSIDY):	**$(2,585.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(20,684)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**64.30%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$7,240 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT	**S-016**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER		1.00	$244.92	8	$1,959
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	8	$2,327
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	8	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		5.00	$1,159.95	8	$9,280
PLANNING/BUILDING	PLANNING ASSOC/ASST		31.75	$3,680.14	8	$29,441
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	8	$10,438
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	8	$1,747
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	8	$2,333
		TYPE SUBTOTAL	**51.75**	**$7,241.56**		**$57,932**
		TOTALS	**51.75**	**$7,241.50**		**$57,932**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VARIANCE	S-017

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a Variance from the Zoning Code for compliance with City codes and guidelines.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,656.00	TOTAL REVENUE:	$13,968
UNIT COST:	$4,137.67	TOTAL COST:	$12,413
UNIT PROFIT (SUBSIDY):	$518.33	TOTAL PROFIT (SUBSIDY):	$1,555
TOTAL UNITS:	3	PCT. COST RECOVERY:	112.53%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,140 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VARIANCE	**S-017**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	3	$152
PLANNING/BUILDING	COMM DEV DIRECTOR		2.00	$463.98	3	$1,392
PLANNING/BUILDING	PLANNING ASSOC/ASST		20.00	$2,318.20	3	$6,955
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	3	$3,914
		TYPE SUBTOTAL	**32.50**	**$4,137.80**		**$12,413**
		TOTALS	**32.50**	**$4,137.67**		**$12,413**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MINOR VARIANCE/ADMIN ADJUSTMENT	**S-018**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for an administrative adjustment or a minor variance from the terms of the Zoning Code.

CURRENT FEE STRUCTURE

$1,789 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,789.00**	**TOTAL REVENUE:**	**$1,789**
UNIT COST:	**$1,496.00**	**TOTAL COST:**	**$1,496**
UNIT PROFIT (SUBSIDY):	**$293.00**	**TOTAL PROFIT (SUBSIDY):**	**$293**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**119.59%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,495 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MINOR VARIANCE/ADMIN ADJUSTMENT	**S-018**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.75	$173.99	1	$174
PLANNING/BUILDING	PLANNING ASSOC/ASST		9.50	$1,101.15	1	$1,101
PLANNING/BUILDING	SR PLANNER		1.50	$195.72	1	$196
		TYPE SUBTOTAL	**12.00**	**$1,496.27**		**$1,496**
		TOTALS	**12.00**	**$1,496.00**		**$1,496**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TENTATIVE PARCEL/TRACT MAP	S-019

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a tentative parcel or tract map, including vesting maps, to assure accuracy and compliance with City codes and standards.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,656.00	TOTAL REVENUE:	$23,280
UNIT COST:	$4,531.20	TOTAL COST:	$22,656
UNIT PROFIT (SUBSIDY):	$124.80	TOTAL PROFIT (SUBSIDY):	$624
TOTAL UNITS:	5	PCT. COST RECOVERY:	102.75%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,530 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TENTATIVE PARCEL/TRACT MAP	**S-019**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER		1.00	$244.92	5	$1,225
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	5	$1,455
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	5	$254
PLANNING/BUILDING	COMM DEV DIRECTOR		2.00	$463.98	5	$2,320
PLANNING/BUILDING	PLANNING ASSOC/ASST		20.00	$2,318.20	5	$11,591
PLANNING/BUILDING	SR PLANNER		5.00	$652.40	5	$3,262
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	5	$1,092
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	5	$1,458
		TYPE SUBTOTAL	**32.00**	**$4,531.25**		**$22,656**
		TOTALS	**32.00**	**$4,531.20**		**$22,656**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SITE PLAN REVIEW	S-020

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a proposed development site plan to determine if it is consistent with City codes and standards.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,656.00	TOTAL REVENUE:	$37,248
UNIT COST:	$6,195.75	TOTAL COST:	$49,566
UNIT PROFIT (SUBSIDY):	$(1,539.75)	TOTAL PROFIT (SUBSIDY):	$(12,318)
TOTAL UNITS:	8	PCT. COST RECOVERY:	75.15%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$6,195 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SITE PLAN REVIEW	**S-020**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	8	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		5.00	$1,159.95	8	$9,280
PLANNING/BUILDING	PLANNING ASSOC/ASST		31.75	$3,680.14	8	$29,441
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	8	$10,438
		TYPE SUBTOTAL	**47.25**	**$6,195.71**		**$49,566**
		TOTALS	**47.25**	**$6,195.75**		**$49,566**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADMINISTRATIVE SITE PLAN REVIEW	**S-021**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of site and architectural design review of project proposals for consistency with City design guidelines and standards as detailed in the City code.

CURRENT FEE STRUCTURE

$2,333 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,333.00**	**TOTAL REVENUE:**	**$11,665**
UNIT COST:	**$3,424.80**	**TOTAL COST:**	**$17,124**
UNIT PROFIT (SUBSIDY):	**$(1,091.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,459)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**68.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,425 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADMINISTRATIVE SITE PLAN REVIEW	**S-021**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER		1.00	$244.92	5	$1,225
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	5	$1,455
ENGINEERING	ENGINEERING TECH		0.25	$31.38	5	$157
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	5	$1,160
PLANNING/BUILDING	PLANNING ASSOC/ASST		16.00	$1,854.56	5	$9,273
PLANNING/BUILDING	SR PLANNER		2.00	$260.96	5	$1,305
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	5	$1,092
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	5	$1,458
		TYPE SUBTOTAL	**23.75**	**$3,424.74**		**$17,124**
		TOTALS	**23.75**	**$3,424.80**		**$17,124**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MODIFICATION TO APPROV. ENTITLEMENT	**S-022**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a modification to an approved entitlement for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$4,656.00**	**TOTAL REVENUE:**	**$4,656**
UNIT COST:	**$4,588.00**	**TOTAL COST:**	**$4,588**
UNIT PROFIT (SUBSIDY):	**$68.00**	**TOTAL PROFIT (SUBSIDY):**	**$68**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**101.48%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$4,590 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MODIFICATION TO APPROV. ENTITLEMENT	**S-022**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER		0.50	$122.46	1	$122
ENGINEERING	ASSOC/ASST ENGINEER		1.00	$145.46	1	$145
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
PLANNING/BUILDING	COMM DEV DIRECTOR		2.00	$463.98	1	$464
PLANNING/BUILDING	PLANNING ASSOC/ASST		25.00	$2,897.75	1	$2,898
PLANNING/BUILDING	SR PLANNER		5.00	$652.40	1	$652
POLICE SUPPORT	POLICE CHIEF		0.25	$109.17	1	$109
POLICE SUPPORT	POLICE LIEUTENANT		0.50	$145.84	1	$146
		TYPE SUBTOTAL	**34.75**	**$4,587.88**		**$4,588**
		TOTALS	**34.75**	**$4,588.00**		**$4,588**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEW/AMENDED SPECIFIC PLAN	S-023

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a proposed new Specific Plan are an amendment to an approved Specific Plan for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEW/AMENDED SPECIFIC PLAN	**S-023**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	SR PLANNER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MULTIFAMILY RESID. DESIGN REVIEW	**S-024**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of the design of a multi-family residential development for compliance with City codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1,123.40**	**TOTAL COST:**	**$5,617**
UNIT PROFIT (SUBSIDY):	**$(1,123.40)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,617)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,125 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MULTIFAMILY RESID. DESIGN REVIEW	**S-024**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	5	$254
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	5	$1,160
PLANNING/BUILDING	PLANNING ASSOC/ASST		5.00	$579.55	5	$2,898
PLANNING/BUILDING	SR PLANNER		2.00	$260.96	5	$1,305
		TYPE SUBTOTAL	**8.50**	**$1,123.32**		**$5,617**
		TOTALS	**8.50**	**$1,123.40**		**$5,617**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DANCE HALL PERMIT	S-025

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a dance hall business within the City.

CURRENT FEE STRUCTURE

$1,166 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,166.00	TOTAL REVENUE:	$1,166
UNIT COST:	$1,810.00	TOTAL COST:	$1,810
UNIT PROFIT (SUBSIDY):	$(644.00)	TOTAL PROFIT (SUBSIDY):	$(644)
TOTAL UNITS:	1	PCT. COST RECOVERY:	64.42%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,810 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DANCE HALL PERMIT	**S-025**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		4.00	$406.52	1	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	1	$522
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**12.25**	**$1,810.29**		**$1,810**
		TOTALS	**12.25**	**$1,810.00**		**$1,810**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DANCE PERMIT	**S-026**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request for a one-time dance within the City.

CURRENT FEE STRUCTURE

$150 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$150.00**	**TOTAL REVENUE:**	**$2,250**
UNIT COST:	**$305.40**	**TOTAL COST:**	**$4,581**
UNIT PROFIT (SUBSIDY):	**$(155.40)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,331)**
TOTAL UNITS:	**15**	**PCT. COST RECOVERY:**	**49.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$305 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DANCE PERMIT	**S-026**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**15**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.00	$101.63	15	$1,524
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	15	$788
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	15	$106
POLICE SUPPORT	POLICE CHIEF		0.33	$144.10	15	$2,162
		TYPE SUBTOTAL	**1.91**	**$305.38**		**$4,581**
		TOTALS	**1.91**	**$305.40**		**$4,581**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DENSITY BONUS REVIEW	S-027

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of an affordable housing density bonus request.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$504.00	TOTAL COST:	$504
UNIT PROFIT (SUBSIDY):	$(504.00)	TOTAL PROFIT (SUBSIDY):	$(504)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$505 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DENSITY BONUS REVIEW	**S-027**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.50	$116.00	1	$116
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER		1.00	$130.48	1	$130
		TYPE SUBTOTAL	**3.75**	**$503.71**		**$504**
		TOTALS	**3.75**	**$504.00**		**$504**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EASEMENT & DOC REV/CC&R/REVISE MAP	S-028

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	

DESCRIPTION OF SERVICE

Review of an Easement Agreement, Document Review, CC&R Agreements and revised maps.

CURRENT FEE STRUCTURE

$689 per review

REVENUE AND COST COMPARISON

UNIT REVENUE:	$689.00	TOTAL REVENUE:	$689
UNIT COST:	$246.00	TOTAL COST:	$246
UNIT PROFIT (SUBSIDY):	$443.00	TOTAL PROFIT (SUBSIDY):	$443
TOTAL UNITS:	1	PCT. COST RECOVERY:	280.08%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$245 per review plus actual attorney or other contract costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EASEMENT & DOC REV/CC&R/REVISE MAP	**S-028**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER	Plus Attorney	1.00	$130.48	1	$130
		TYPE SUBTOTAL	**2.00**	**$246.39**		**$246**
		TOTALS	**2.00**	**$246.00**		**$246**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENTERTAINMENT PERMIT	S-029

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Regulation and inspection of live entertainment businesses within the City.

CURRENT FEE STRUCTURE

$1,829 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,829.00	TOTAL REVENUE:	$10,974
UNIT COST:	$1,896.33	TOTAL COST:	$11,378
UNIT PROFIT (SUBSIDY):	$(67.33)	TOTAL PROFIT (SUBSIDY):	$(404)
TOTAL UNITS:	6	PCT. COST RECOVERY:	96.45%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,895 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENTERTAINMENT PERMIT	S-029
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	6

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		4.00	$406.52	6	$2,439
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	6	$1,392
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	6	$695
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	6	$3,132
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	6	$315
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	6	$266
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	6	$1,310
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	6	$1,313
PUBLIC SAFETY/EMERG		Fire Review	0.00	$86.00	6	$516
		TYPE SUBTOTAL	**12.25**	**$1,896.29**		**$11,378**
		TOTALS	**12.25**	**$1,896.33**		**$11,378**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUMPER PERMIT	S-030

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to place an inflatable jumper at a City park.

CURRENT FEE STRUCTURE

$30 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$30.00	TOTAL REVENUE:	$30
UNIT COST:	$51.00	TOTAL COST:	$51
UNIT PROFIT (SUBSIDY):	$(21.00)	TOTAL PROFIT (SUBSIDY):	$(21)
TOTAL UNITS:	1	PCT. COST RECOVERY:	58.82%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$50 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUMPER PERMIT	**S-030**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
		TYPE SUBTOTAL	**0.50**	**$50.82**		**$51**
		TOTALS	**0.50**	**$51.00**		**$51**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRACKLESS TRAIN PERMIT	S-031

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to place a trackless train at a City park.

CURRENT FEE STRUCTURE

$30 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$30.00	TOTAL REVENUE:	$30
UNIT COST:	$51.00	TOTAL COST:	$51
UNIT PROFIT (SUBSIDY):	$(21.00)	TOTAL PROFIT (SUBSIDY):	$(21)
TOTAL UNITS:	1	PCT. COST RECOVERY:	58.82%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$50 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRACKLESS TRAIN PERMIT	**S-031**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
		TYPE SUBTOTAL	**0.50**	**$50.82**		**$51**
		TOTALS	**0.50**	**$51.00**		**$51**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CERTIFICATE OF ENVIRON. EXEMPTION	S-032

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Processing a certificate of exemption for those projects that are exempt from the terms of the California Environmental Quality Act (CEQA).

CURRENT FEE STRUCTURE

$250 per application plus actual costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$250.00**	**TOTAL REVENUE:**	**$13,250**
UNIT COST:	**$306.89**	**TOTAL COST:**	**$16,265**
UNIT PROFIT (SUBSIDY):	**$(56.89)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,015)**
TOTAL UNITS:	**53**	**PCT. COST RECOVERY:**	**81.46%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Standard - $255 per application plus any filing fees
In-Fill - $1,190 per application plus any filing fees plus any outside contract costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CERTIFICATE OF ENVIRON. EXEMPTION	S-032
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	53

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	PLANNING ASSOC/ASST	Standard	2.00	$231.82	50	$11,591
PLANNING/BUILDING	SR PLANNER	Standard	0.17	$22.18	50	$1,109
		TYPE SUBTOTAL	**2.17**	**$254.00**		**$12,700**
PLANNING/BUILDING	PLANNING ASSOC/ASST	In-Fill	8.00	$927.28	3	$2,782
PLANNING/BUILDING	SR PLANNER	In-Fill	2.00	$260.96	3	$783
		TYPE SUBTOTAL	**10.00**	**$1,188.24**		**$3,565**
		TOTALS	**12.17**	**$306.89**		**$16,265**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENVIRONMENTAL REVIEW	**S-033**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PROJECT	

DESCRIPTION OF SERVICE

Processing of environmental documents of a proposed development and the review necessary to determine that a project complies with the California Environmental Quality Act (CEQA).

CURRENT FEE STRUCTURE

Negative Declaration - $500 plus actual cost
Mitigated Negative Declaration - $500 plus actual cost
Environmental Impact Report - $600 plus actual cost
Monitoring Compliance - $423

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,000.00**	**TOTAL REVENUE:**	**$15,000**
UNIT COST:	**$3,117.20**	**TOTAL COST:**	**$15,586**
UNIT PROFIT (SUBSIDY):	**$(117.20)**	**TOTAL PROFIT (SUBSIDY):**	**$(586)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**96.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENVIRONMENTAL REVIEW	**S-033**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		5.00	$1,159.95	5	$5,800
PLANNING/BUILDING	SR PLANNER		15.00	$1,957.20	5	$9,786
		TYPE SUBTOTAL	**20.00**	**$3,117.15**		**$15,586**
		TOTALS	**20.00**	**$3,117.20**		**$15,586**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EXTENSION OF TIME (STAFF APPROVAL)	S-034

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Processing and review of a proposed time extension of a project that is approved by the Community Development Director.

CURRENT FEE STRUCTURE

$350 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$350.00	TOTAL REVENUE:	$350
UNIT COST:	$304.00	TOTAL COST:	$304
UNIT PROFIT (SUBSIDY):	$46.00	TOTAL PROFIT (SUBSIDY):	$46
TOTAL UNITS:	1	PCT. COST RECOVERY:	115.13%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$305 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EXTENSION OF TIME (STAFF APPROVAL)	**S-034**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER		0.25	$32.62	1	$33
		TYPE SUBTOTAL	**2.42**	**$303.88**		**$304**
		TOTALS	**2.42**	**$304.00**		**$304**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EXTENSION OF TIME (PC APPROVAL)	S-035

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Processing and review of a proposed time extension of a project that is approved by the Planning Commission.

CURRENT FEE STRUCTURE

$603 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$603.00	TOTAL REVENUE:	$1,206
UNIT COST:	$1,087.00	TOTAL COST:	$2,174
UNIT PROFIT (SUBSIDY):	$(484.00)	TOTAL PROFIT (SUBSIDY):	$(968)
TOTAL UNITS:	2	PCT. COST RECOVERY:	55.47%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,085 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EXTENSION OF TIME (PC APPROVAL)	**S-035**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	2	$464
PLANNING/BUILDING	PLANNING ASSOC/ASST		4.00	$463.64	2	$927
PLANNING/BUILDING	SR PLANNER		3.00	$391.44	2	$783
		TYPE SUBTOTAL	**8.00**	**$1,087.07**		**$2,174**
		TOTALS	**8.00**	**$1,087.00**		**$2,174**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FILM PERMIT	**S-036**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to film within the City.

CURRENT FEE STRUCTURE

$200 per permit

Plus:
City Park Film Use - $400 per permit
Film Prep/Strike (1st & 2nd day) - $100
Film Prep/Strike (each additional day after 2nd day) - $400

Still Photo Use - $100 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$200.00**	**TOTAL REVENUE:**	**$9,600**
UNIT COST:	**$330.38**	**TOTAL COST:**	**$15,858**
UNIT PROFIT (SUBSIDY):	**$(130.38)**	**TOTAL PROFIT (SUBSIDY):**	**$(6,258)**
TOTAL UNITS:	**48**	**PCT. COST RECOVERY:**	**60.54%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$330 per permit

Plus:
City Park Film Use - $400 per permit
Film Prep/Strike (1st & 2nd day) - $100
Film Prep/Strike (each additional day after 2nd day) - $400

Still Photo Use - $100 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FILM PERMIT	**S-036**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**48**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PUBLIC WORKS ADMIN	PROGRAM COORD		0.25	$20.84	48	$1,000
DEVELOPMENT SVCS	ECON DEV MANAGER		0.25	$26.84	48	$1,288
POLICE SUPPORT	POLICE CAPTAIN		0.17	$62.63	48	$3,006
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	48	$3,563
POLICE SUPPORT	POLICE LIEUTENANT		0.50	$145.84	48	$7,000
		TYPE SUBTOTAL	**1.34**	**$330.38**		**$15,858**
		TOTALS	**1.34**	**$330.38**		**$15,858**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREWORKS STAND PERMIT	S-037

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	STAND	

DESCRIPTION OF SERVICE

Processing and review of Fireworks stands.

CURRENT FEE STRUCTURE

$913 per stand

REVENUE AND COST COMPARISON

UNIT REVENUE:	$913.00	TOTAL REVENUE:	$6,391
UNIT COST:	$1,168.14	TOTAL COST:	$8,177
UNIT PROFIT (SUBSIDY):	$(255.14)	TOTAL PROFIT (SUBSIDY):	$(1,786)
TOTAL UNITS:	7	PCT. COST RECOVERY:	78.16%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,170 per stand

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREWORKS STAND PERMIT	**S-037**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**7**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		5.00	$508.15	7	$3,557
PLANNING/BUILDING	COMM DEV DIRECTOR		0.50	$116.00	7	$812
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.50	$173.87	7	$1,217
PLANNING/BUILDING	SR PLANNER		0.67	$87.42	7	$612
POLICE SUPPORT	POLICE CAPTAIN		0.17	$62.63	7	$438
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	7	$520
POLICE SUPPORT	POLICE LIEUTENANT		0.50	$145.84	7	$1,021
		TYPE SUBTOTAL	**8.51**	**$1,168.14**		**$8,177**
		TOTALS	**8.51**	**$1,168.14**		**$8,177**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREWORKS STAND REMOVAL	**S-038**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	STAND	

DESCRIPTION OF SERVICE

Removal of Fireworks Stand which was not removed by the group operating the stand.

CURRENT FEE STRUCTURE

$343 per stand

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$343.00**	**TOTAL REVENUE:**	**$343**
UNIT COST:	**$384.00**	**TOTAL COST:**	**$384**
UNIT PROFIT (SUBSIDY):	**$(41.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(41)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**89.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$385 per stand plus actual removal costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREWORKS STAND REMOVAL	**S-038**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.67	$68.09	1	$68
PLANNING/BUILDING	COMM DEV DIRECTOR		0.33	$76.56	1	$77
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		2.00	$239.58	1	$240
		TYPE SUBTOTAL	**3.00**	**$384.23**		**$384**
		TOTALS	**3.00**	**$384.00**		**$384**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FORTUNETELLER PERMIT	**S-039**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review of a request to operate a fortuneteller business in the City.

CURRENT FEE STRUCTURE

$824 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$824.00**	**TOTAL REVENUE:**	**$824**
UNIT COST:	**$1,810.00**	**TOTAL COST:**	**$1,810**
UNIT PROFIT (SUBSIDY):	**$(986.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(986)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**45.52%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,810 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FORTUNETELLER PERMIT	**S-039**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		4.00	$406.52	1	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	1	$522
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**12.25**	**$1,810.29**		**$1,810**
		TOTALS	**12.25**	**$1,810.00**		**$1,810**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
GARAGE SALE PERMIT	S-040

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a permit to operate a garage or yard sale in the City.

CURRENT FEE STRUCTURE

$30 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$30.00	TOTAL REVENUE:	$6,240
UNIT COST:	$5.68	TOTAL COST:	$1,181
UNIT PROFIT (SUBSIDY):	$24.32	TOTAL PROFIT (SUBSIDY):	$5,059
TOTAL UNITS:	208	PCT. COST RECOVERY:	528.37%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the actual third party vendor costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
GARAGE SALE PERMIT	**S-040**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**208**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FISCAL RESOURCES		Software Costs	0.00	$5.68	208	$1,181
		TYPE SUBTOTAL	**0.00**	**$5.68**		**$1,181**
		TOTALS	**0.00**	**$5.68**		**$1,181**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HANDBILL PERMIT	**S-041**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to distribute handbills within the City.

CURRENT FEE STRUCTURE

$543 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$543.00**	**TOTAL REVENUE:**	**$543**
UNIT COST:	**$236.00**	**TOTAL COST:**	**$236**
UNIT PROFIT (SUBSIDY):	**$307.00**	**TOTAL PROFIT (SUBSIDY):**	**$307**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**230.08%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$235 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HANDBILL PERMIT	**S-041**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.00	$101.63	1	$102
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1	$7
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	1	$74
		TYPE SUBTOTAL	**1.75**	**$235.51**		**$236**
		TOTALS	**1.75**	**$236.00**		**$236**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUNK COLLECTOR PERMIT	S-042

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a junk collector business within the City.

CURRENT FEE STRUCTURE

$1,058 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,058.00	TOTAL REVENUE:	$1,058
UNIT COST:	$759.00	TOTAL COST:	$759
UNIT PROFIT (SUBSIDY):	$299.00	TOTAL PROFIT (SUBSIDY):	$299
TOTAL UNITS:	1	PCT. COST RECOVERY:	139.39%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$760 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUNK COLLECTOR PERMIT	**S-042**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.25**	**$759.37**		**$759**
		TOTALS	**4.25**	**$759.00**		**$759**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUNK DEALER PERMIT	S-043

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a junk dealer business within the City.

CURRENT FEE STRUCTURE

$1,052 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,052.00	TOTAL REVENUE:	$1,052
UNIT COST:	$759.00	TOTAL COST:	$759
UNIT PROFIT (SUBSIDY):	$293.00	TOTAL PROFIT (SUBSIDY):	$293
TOTAL UNITS:	1	PCT. COST RECOVERY:	138.60%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$760 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
JUNK DEALER PERMIT	**S-043**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.25**	**$759.37**		**$759**
		TOTALS	**4.25**	**$759.00**		**$759**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
KENNEL PERMIT	S-044

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review of a request to operate a kennel within the City.

CURRENT FEE STRUCTURE

$578 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as it would be included as a Conditional Use Permit.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
KENNEL PERMIT	**S-044**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT/LOT MERGER	**S-045**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review a requested Lot Line Adjustment or Lot Merger for compliance with the Subdivision Map Act and City codes and standards.

CURRENT FEE STRUCTURE

$1,443 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,443.00**	**TOTAL REVENUE:**	**$5,772**
UNIT COST:	**$1,684.75**	**TOTAL COST:**	**$6,739**
UNIT PROFIT (SUBSIDY):	**$(241.75)**	**TOTAL PROFIT (SUBSIDY):**	**$(967)**
TOTAL UNITS:	**4**	**PCT. COST RECOVERY:**	**85.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,685 per application plus actual surveyor costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOT LINE ADJUSTMENT/LOT MERGER	**S-045**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**4**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASSOC/ASST ENGINEER		2.67	$388.38	4	$1,554
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	4	$158
PLANNING/BUILDING	PLANNING ASSOC/ASST		10.00	$1,159.10	4	$4,636
PLANNING/BUILDING	SR PLANNER		0.75	$97.86	4	$391
		TYPE SUBTOTAL	**13.59**	**$1,684.78**		**$6,739**
		TOTALS	**13.59**	**$1,684.75**		**$6,739**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
URBAN LOT SPLIT	**S-046**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review a requested SB9 Urban Lot Split for compliance with the State Law and City codes and standards.

CURRENT FEE STRUCTURE

$1,443 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,443.00**	**TOTAL REVENUE:**	**$1,443**
UNIT COST:	**$1,685.00**	**TOTAL COST:**	**$1,685**
UNIT PROFIT (SUBSIDY):	**$(242.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(242)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**85.64%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,685 per application plus actual surveyor costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
URBAN LOT SPLIT	**S-046**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASSOC/ASST ENGINEER		2.67	$388.38	1	$388
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
PLANNING/BUILDING	PLANNING ASSOC/ASST		10.00	$1,159.10	1	$1,159
PLANNING/BUILDING	SR PLANNER		0.75	$97.86	1	$98
		TYPE SUBTOTAL	**13.59**	**$1,684.78**		**$1,685**
		TOTALS	**13.59**	**$1,685.00**		**$1,685**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NON-PROFIT SOLICITATION PERMIT	S-047

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a non-profit solicitation business within the City.

CURRENT FEE STRUCTURE

$75 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$75.00	TOTAL REVENUE:	$375
UNIT COST:	$235.60	TOTAL COST:	$1,178
UNIT PROFIT (SUBSIDY):	$(160.60)	TOTAL PROFIT (SUBSIDY):	$(803)
TOTAL UNITS:	5	PCT. COST RECOVERY:	31.83%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$235 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NON-PROFIT SOLICITATION PERMIT	**S-047**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.00	$101.63	5	$508
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	5	$263
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	5	$35
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	5	$371
		TYPE SUBTOTAL	**1.75**	**$235.51**		**$1,178**
		TOTALS	**1.75**	**$235.60**		**$1,178**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PAWNBROKER PERMIT	**S-048**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a pawnshop business within the City.

CURRENT FEE STRUCTURE

$1,347 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,347.00**	**TOTAL REVENUE:**	**$1,347**
UNIT COST:	**$759.00**	**TOTAL COST:**	**$759**
UNIT PROFIT (SUBSIDY):	**$588.00**	**TOTAL PROFIT (SUBSIDY):**	**$588**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**177.47%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$760 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PAWNBROKER PERMIT	**S-048**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.25**	**$759.37**		**$759**
		TOTALS	**4.25**	**$759.00**		**$759**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PEDDLER/SIDEWALK/STREET VENDOR PMT	**S-049**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Regulation of peddlers or sidewalk/street vendors operating within the City.

CURRENT FEE STRUCTURE

$592 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$592.00**	**TOTAL REVENUE:**	**$592**
UNIT COST:	**$443.00**	**TOTAL COST:**	**$443**
UNIT PROFIT (SUBSIDY):	**$149.00**	**TOTAL PROFIT (SUBSIDY):**	**$149**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**133.63%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$445 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PEDDLER/SIDEWALK/STREET VENDOR PMT	**S-049**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.50	$116.00	1	$116
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1	$7
POLICE SUPPORT	POLICE ASST-PT		0.75	$24.09	1	$24
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	1	$74
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	1	$35
		TYPE SUBTOTAL	**3.83**	**$442.77**		**$443**
		TOTALS	**3.83**	**$443.00**		**$443**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL BUSINESS PERMIT RENEWAL	**S-050**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Review of the renewal of various special business operating within the City. Renewals with changes would be charged the fee for a new application.

CURRENT FEE STRUCTURE

Billiards/Poolroom Establishment - $972
Dance Hall - $639
Entertainment - $1,162
Shooting Gallery - $546
Other - $554

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$554.00**	**TOTAL REVENUE:**	**$13,850**
UNIT COST:	**$464.92**	**TOTAL COST:**	**$11,623**
UNIT PROFIT (SUBSIDY):	**$89.08**	**TOTAL PROFIT (SUBSIDY):**	**$2,227**
TOTAL UNITS:	**25**	**PCT. COST RECOVERY:**	**119.16%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$465 per permit

Renewals with changes would be charged the fee for a new application.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL BUSINESS PERMIT RENEWAL	**S-050**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**25**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	25	$4,650
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	25	$1,450
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	25	$1,449
PLANNING/BUILDING	SR PLANNER		0.17	$22.18	25	$555
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	25	$177
POLICE SUPPORT	POLICE ASST-PT		0.75	$24.09	25	$602
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	25	$1,856
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	25	$885
		TYPE SUBTOTAL	**4.25**	**$464.91**		**$11,623**
		TOTALS	**4.25**	**$464.92**		**$11,623**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRIVATE PLAYGROUND PERMIT	S-051

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a private playground as part of a business within the City.

CURRENT FEE STRUCTURE

$916 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$916.00	TOTAL REVENUE:	$916
UNIT COST:	$481.00	TOTAL COST:	$481
UNIT PROFIT (SUBSIDY):	$435.00	TOTAL PROFIT (SUBSIDY):	$435
TOTAL UNITS:	1	PCT. COST RECOVERY:	190.44%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$480 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRIVATE PLAYGROUND PERMIT	**S-051**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.67	$68.09	1	$68
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	1	$58
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1	$7
POLICE SUPPORT	POLICE CHIEF		0.33	$144.10	1	$144
POLICE SUPPORT	POLICE LIEUTENANT		0.50	$145.84	1	$146
		TYPE SUBTOTAL	**2.33**	**$481.08**		**$481**
		TOTALS	**2.33**	**$481.00**		**$481**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRE-SUBMITTAL REVIEW	**S-052**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	

DESCRIPTION OF SERVICE

Review of an informal pre-submittal plans to provide initial feedback to the applicant.

CURRENT FEE STRUCTURE

$874 per review

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$874.00**	**TOTAL REVENUE:**	**$2,622**
UNIT COST:	**$406.00**	**TOTAL COST:**	**$1,218**
UNIT PROFIT (SUBSIDY):	**$468.00**	**TOTAL PROFIT (SUBSIDY):**	**$1,404**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**215.27%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$405 per review

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRE-SUBMITTAL REVIEW	**S-052**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	3	$152
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.50	$289.78	3	$869
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	3	$196
		TYPE SUBTOTAL	**3.50**	**$405.84**		**$1,218**
		TOTALS	**3.50**	**$406.00**		**$1,218**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRE-APPLICATION REVIEW	**S-053**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	

DESCRIPTION OF SERVICE

Review of a formal pre-application plan, including necessary research, to provide initial feedback to the applicant.

CURRENT FEE STRUCTURE

$874 per review

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$2,500 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PRE-APPLICATION REVIEW	**S-053**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	SR PLANNER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
REAL PROPERTY ADDRESS CHANGE	S-054

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request to change the address of a particular parcel.

CURRENT FEE STRUCTURE

Residential - $240 per application
Commercial - $286 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$263.00	TOTAL REVENUE:	$1,578
UNIT COST:	$492.17	TOTAL COST:	$2,953
UNIT PROFIT (SUBSIDY):	$(229.17)	TOTAL PROFIT (SUBSIDY):	$(1,375)
TOTAL UNITS:	6	PCT. COST RECOVERY:	53.44%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$490 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
REAL PROPERTY ADDRESS CHANGE	**S-054**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASSOC/ASST ENGINEER		0.50	$72.73	6	$436
PERMITS & LICENSES	PROGRAM COORD		2.00	$215.64	6	$1,294
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	6	$348
POLICE SUPPORT	POLICE LIEUTENANT		0.50	$145.84	6	$875
		TYPE SUBTOTAL	**3.50**	**$492.17**		**$2,953**
		TOTALS	**3.50**	**$492.17**		**$2,953**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SECONDHAND DEALER PERMIT	**S-055**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a secondhand dealer business within the City.

CURRENT FEE STRUCTURE

$1,347 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,347.00**	**TOTAL REVENUE:**	**$1,347**
UNIT COST:	**$759.00**	**TOTAL COST:**	**$759**
UNIT PROFIT (SUBSIDY):	**$588.00**	**TOTAL PROFIT (SUBSIDY):**	**$588**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**177.47%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$760 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SECONDHAND DEALER PERMIT	**S-055**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.83	$185.98	1	$186
PLANNING/BUILDING	COMM DEV DIRECTOR		0.17	$39.44	1	$39
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**4.25**	**$759.37**		**$759**
		TOTALS	**4.25**	**$759.00**		**$759**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIRING RANGE PERMIT	S-056

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a firing range within the City.

CURRENT FEE STRUCTURE

$1,072 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,072.00	TOTAL REVENUE:	$1,072
UNIT COST:	$1,810.00	TOTAL COST:	$1,810
UNIT PROFIT (SUBSIDY):	$(738.00)	TOTAL PROFIT (SUBSIDY):	$(738)
TOTAL UNITS:	1	PCT. COST RECOVERY:	59.23%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,810 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIRING RANGE PERMIT	**S-056**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		4.00	$406.52	1	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		4.00	$521.92	1	$522
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.50	$44.30	1	$44
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	1	$218
POLICE SUPPORT	POLICE LIEUTENANT		0.75	$218.76	1	$219
		TYPE SUBTOTAL	**12.25**	**$1,810.29**		**$1,810**
		TOTALS	**12.25**	**$1,810.00**		**$1,810**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SIMILAR USE DETERMINATION	**S-057**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review a request to determine if a new use is similar to an existing use and is compatible with City codes and standards.

CURRENT FEE STRUCTURE

$3,551 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$3,551.00**	**TOTAL REVENUE:**	**$7,102**
UNIT COST:	**$967.50**	**TOTAL COST:**	**$1,935**
UNIT PROFIT (SUBSIDY):	**$2,583.50**	**TOTAL PROFIT (SUBSIDY):**	**$5,167**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**367.03%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$970 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SIMILAR USE DETERMINATION	**S-057**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	2	$51
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	2	$464
PLANNING/BUILDING	PLANNING ASSOC/ASST		5.00	$579.55	2	$1,159
PLANNING/BUILDING	SR PLANNER		1.00	$130.48	2	$261
		TYPE SUBTOTAL	**7.25**	**$967.43**		**$1,935**
		TOTALS	**7.25**	**$967.50**		**$1,935**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY CERTIFICATE OF OCCUPANCY	S-058

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review and issuance of certificate to occupy and use a structure on a temporary basis.

CURRENT FEE STRUCTURE

$850 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$850.00	TOTAL REVENUE:	$2,550
UNIT COST:	$482.67	TOTAL COST:	$1,448
UNIT PROFIT (SUBSIDY):	$367.33	TOTAL PROFIT (SUBSIDY):	$1,102
TOTAL UNITS:	3	PCT. COST RECOVERY:	176.10%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$485 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY CERTIFICATE OF OCCUPANCY	S-058
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	3

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	3	$152
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	3	$174
PLANNING/BUILDING	GENERAL BUILDING INSPECTO		2.00	$235.74	3	$707
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	3	$348
PLANNING/BUILDING	SR PLANNER		0.17	$22.18	3	$67
		TYPE SUBTOTAL	**3.92**	**$482.65**		**$1,448**
		TOTALS	**3.92**	**$482.67**		**$1,448**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**S-059**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review application and process permits for parking lot, sidewalk sales, and other temporary events and uses to insure compliance with City codes and standards.

CURRENT FEE STRUCTURE

$1,063 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$1,063.00**	**TOTAL REVENUE:**	**$10,630**
UNIT COST:	**$1,158.70**	**TOTAL COST:**	**$11,587**
UNIT PROFIT (SUBSIDY):	**$(95.70)**	**TOTAL PROFIT (SUBSIDY):**	**$(957)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**91.74%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,160 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY USE PERMIT	**S-059**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	GENERAL BUILDING INSPECTO		2.00	$235.74	10	$2,357
PLANNING/BUILDING	PLANNING ASSOC/ASST		3.00	$347.73	10	$3,477
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	10	$652
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	10	$2,183
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	10	$2,917
		TYPE SUBTOTAL	**7.00**	**$1,158.72**		**$11,587**
		TOTALS	**7.00**	**$1,158.70**		**$11,587**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY EVENT PERMIT - PRIV. PROP	**S-060**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a temporary event on private property within the City.

CURRENT FEE STRUCTURE

Annual or Periodic Permit - $449 per permit
Entertainment/Event Day Use Permit - $193 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$520.00**	**TOTAL COST:**	**$1,560**
UNIT PROFIT (SUBSIDY):	**$(520.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,560)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-99 attendees - $360 per application
100-299 attendees - $445 per application
300+ attendees - $755 per application

Any City staffing on the day of the event is in addition to these fees.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY EVENT PERMIT - PRIV. PROP	S-060
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	3

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Small	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Small	0.25	$58.00	1	$58
PLANNING/BUILDING	PLANNING ASSOC/ASST	Small	0.50	$57.96	1	$58
PLANNING/BUILDING	SR PLANNER	Small	0.25	$32.62	1	$33
POLICE OPERATIONS	POLICE SERGEANT	Small	0.26	$58.25	1	$58
		TYPE SUBTOTAL	**2.76**	**$359.28**		**$359**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Medium	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Medium	0.50	$116.00	1	$116
PLANNING/BUILDING	PLANNING ASSOC/ASST	Medium	0.75	$86.93	1	$87
PLANNING/BUILDING	SR PLANNER	Medium	0.25	$32.62	1	$33
POLICE OPERATIONS	POLICE SERGEANT	Medium	0.26	$58.25	1	$58
		TYPE SUBTOTAL	**3.26**	**$446.25**		**$446**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Large	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Large	1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST	Large	1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER	Large	1.50	$195.72	1	$196
POLICE OPERATIONS	POLICE SERGEANT	Large	0.26	$58.25	1	$58
		TYPE SUBTOTAL	**5.26**	**$754.32**		**$754**
		TOTALS	**11.28**	**$520.00**		**$1,560**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY EVENT PERMIT - PUBLIC ROW	**S-061**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a temporary event in the public right-of-way within the City.

CURRENT FEE STRUCTURE

Annual or Periodic Permit - $449 per permit
Entertainment/Event Day Use Permit - $193 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1,187.67**	**TOTAL COST:**	**$3,563**
UNIT PROFIT (SUBSIDY):	**$(1,187.67)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,563)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-99 attendees - $985 per application
100-299 attendees - $1,225 per application
300+ attendees - $1,350 per application

Any City staffing on the day of the event is in addition to these fees.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY EVENT PERMIT - PUBLIC ROW	**S-061**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET MAINTENANCE	STREET MAINT WORKER	Small - 1 Hr Of 2	2.00	$194.76	1	$195
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT	Small	0.50	$146.52	1	$147
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Small	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Small	0.50	$116.00	1	$116
PLANNING/BUILDING	PLANNING ASSOC/ASST	Small	1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER	Small	0.50	$65.24	1	$65
POLICE OPERATIONS	POLICE OFFICER	Small - Tr Inv	0.49	$84.14	1	$84
POLICE OPERATIONS	POLICE SERGEANT	Small	0.50	$112.02	1	$112
		TYPE SUBTOTAL	**6.99**	**$987.04**		**$987**
STREET MAINTENANCE	STREET MAINT WORKER	Medium - 1 Hr Of 2	2.00	$194.76	1	$195
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT	Medium	0.50	$146.52	1	$147
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Medium	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Medium	1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST	Medium	1.50	$173.87	1	$174
PLANNING/BUILDING	SR PLANNER	Medium	1.00	$130.48	1	$130
POLICE OPERATIONS	POLICE OFFICER	Medium - Tr Inv	0.49	$84.14	1	$84
POLICE OPERATIONS	POLICE SERGEANT	Medium	0.50	$112.02	1	$112
		TYPE SUBTOTAL	**8.49**	**$1,226.23**		**$1,226**
STREET MAINTENANCE	STREET MAINT WORKER	Large - 1 Hr Of 2	2.00	$194.76	1	$195
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT	Large	0.50	$146.52	1	$147
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Large	1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR	Large	1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST	Large	2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER	Large	1.50	$195.72	1	$196
POLICE OPERATIONS	POLICE OFFICER	Large - Tr Inv	0.49	$84.14	1	$84
POLICE OPERATIONS	POLICE SERGEANT	Large	0.50	$112.02	1	$112

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The costs shown on the facing page are
a continued listing of costs listed on
the page immediately preceding.

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY EVENT PERMIT - PUBLIC ROW	S-061
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	3

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
		TYPE SUBTOTAL	9.49	$1,349.42		$1,349
		TOTALS	24.97	$1,187.67		$3,563

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BLOCK PARTY	**S-062**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a neighborhood block party on a City street.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1,052.00**	**TOTAL COST:**	**$1,052**
UNIT PROFIT (SUBSIDY):	**$(1,052.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,052)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,050 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BLOCK PARTY	**S-062**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET MAINTENANCE	STREET MAINT WORKER	1 Hr Of 2	2.00	$194.76	1	$195
PARK MAINT / SPECIAL I	PUBLIC WORKS SUPT		0.50	$146.52	1	$147
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR		0.50	$116.00	1	$116
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		1.00	$130.48	1	$130
POLICE OPERATIONS	POLICE OFFICER	Traff. Inv.	0.49	$84.14	1	$84
POLICE OPERATIONS	POLICE SERGEANT		0.50	$112.02	1	$112
		TYPE SUBTOTAL	**7.49**	**$1,052.28**		**$1,052**
		TOTALS	**7.49**	**$1,052.00**		**$1,052**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PARK RENTAL	**S-063**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request to rent a City park for an event.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$757.00**	**TOTAL COST:**	**$757**
UNIT PROFIT (SUBSIDY):	**$(757.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(757)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$755 per event

Any City staffing on the day of the event is in addition to this fee.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PARK RENTAL	**S-063**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		1.50	$152.45	1	$152
PLANNING/BUILDING	COMM DEV DIRECTOR		0.50	$116.00	1	$116
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	1	$116
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
LEISURE SVCS	DIR OF RECREATION		0.25	$90.30	1	$90
LEISURE SVCS	REC COORD		0.75	$89.18	1	$89
LEISURE SVCS	REC & HUMAN SVCS MGR		0.25	$53.93	1	$54
LEISURE SVCS	REC SUPERVISOR		0.50	$73.97	1	$74
		TYPE SUBTOTAL	**5.25**	**$756.98**		**$757**
		TOTALS	**5.25**	**$757.00**		**$757**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONE CHANGE/GEN PLAN AMENDMENT	S-064

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Planning Commission and City Council consideration of an amendment to the zoning map or General Plan at the request of an applicant.

CURRENT FEE STRUCTURE

$5,725 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$5,725.00	TOTAL REVENUE:	$17,175
UNIT COST:	$11,012.00	TOTAL COST:	$33,036
UNIT PROFIT (SUBSIDY):	$(5,287.00)	TOTAL PROFIT (SUBSIDY):	$(15,861)
TOTAL UNITS:	3	PCT. COST RECOVERY:	51.99%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$11,010 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONE CHANGE/GEN PLAN AMENDMENT	**S-064**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		2.00	$203.26	3	$610
PLANNING/BUILDING	COMM DEV DIRECTOR		10.00	$2,319.90	3	$6,960
PLANNING/BUILDING	PLANNING ASSOC/ASST		4.00	$463.64	3	$1,391
PLANNING/BUILDING	SR PLANNER		54.25	$7,078.54	3	$21,236
POLICE SUPPORT	POLICE CHIEF		1.50	$654.99	3	$1,965
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	3	$875
		TYPE SUBTOTAL	**72.75**	**$11,012.01**		**$33,036**
		TOTALS	**72.75**	**$11,012.00**		**$33,036**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONE TEXT AMENDMENT	S-065

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Planning Commission and City Council consideration of an amendment to the zoning code text at the request of an applicant.

CURRENT FEE STRUCTURE

$5,725 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONE TEXT AMENDMENT	**S-065**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	SR PLANNER	Deposit	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASTER SIGN PROGRAM	**S-066**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review the placement and design of signs for a new project to determine conformance with City codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$3,485.00**	**TOTAL COST:**	**$3,485**
UNIT PROFIT (SUBSIDY):	**$(3,485.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,485)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$3,485 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASTER SIGN PROGRAM	**S-066**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
PLANNING/BUILDING	COMM DEV DIRECTOR		2.00	$463.98	1	$464
PLANNING/BUILDING	PLANNING ASSOC/ASST		20.00	$2,318.20	1	$2,318
PLANNING/BUILDING	SR PLANNER		5.00	$652.40	1	$652
		TYPE SUBTOTAL	**27.50**	**$3,485.40**		**$3,485**
		TOTALS	**27.50**	**$3,485.00**		**$3,485**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY BANNER PERMIT	**S-067**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a proposed temporary sign or banner for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$77 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$77.00**	**TOTAL REVENUE:**	**$770**
UNIT COST:	**$110.70**	**TOTAL COST:**	**$1,107**
UNIT PROFIT (SUBSIDY):	**$(33.70)**	**TOTAL PROFIT (SUBSIDY):**	**$(337)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**69.56%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$110 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY BANNER PERMIT	**S-067**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	10	$508
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		0.50	$59.90	10	$599
		TYPE SUBTOTAL	**1.00**	**$110.72**		**$1,107**
		TOTALS	**1.00**	**$110.70**		**$1,107**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PLANNING SIGN PERMIT	**S-068**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review the placement and design of a single sign to determine conformance with City codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$166.80**	**TOTAL COST:**	**$834**
UNIT PROFIT (SUBSIDY):	**$(166.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(834)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$165 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PLANNING SIGN PERMIT	**S-068**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	5	$254
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	5	$580
		TYPE SUBTOTAL	**1.50**	**$166.73**		**$834**
		TOTALS	**1.50**	**$166.80**		**$834**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONING VERIFICATION LETTER	S-069

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	LETTER	

DESCRIPTION OF SERVICE

To reply in writing to a realtor or developer on the zoning status of a parcel of property.

CURRENT FEE STRUCTURE

$94 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	$94.00	TOTAL REVENUE:	$940
UNIT COST:	$165.80	TOTAL COST:	$1,658
UNIT PROFIT (SUBSIDY):	$(71.80)	TOTAL PROFIT (SUBSIDY):	$(718)
TOTAL UNITS:	10	PCT. COST RECOVERY:	56.69%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$165 per letter

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONING VERIFICATION LETTER	S-069
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	10

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.17	$17.28	10	$173
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.00	$115.91	10	$1,159
PLANNING/BUILDING	SR PLANNER		0.25	$32.62	10	$326
		TYPE SUBTOTAL	**1.42**	**$165.81**		**$1,658**
		TOTALS	**1.42**	**$165.80**		**$1,658**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PROPERTY HISTORY RESEARCH	**S-070**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	PROPERTY	

DESCRIPTION OF SERVICE

Review the history of particular parcel, including any needed research on request.

CURRENT FEE STRUCTURE

$94 per property

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$94.00**	**TOTAL REVENUE:**	**$940**
UNIT COST:	**$254.00**	**TOTAL COST:**	**$2,540**
UNIT PROFIT (SUBSIDY):	**$(160.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,600)**
TOTAL UNITS:	**10**	**PCT. COST RECOVERY:**	**37.01%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$255 per property plus the fully allocated hourly rates for all personnel spent in excess of two hours.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PROPERTY HISTORY RESEARCH	**S-070**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**10**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	10	$2,318
PLANNING/BUILDING	SR PLANNER		0.17	$22.18	10	$222
		TYPE SUBTOTAL	**2.17**	**$254.00**		**$2,540**
		TOTALS	**2.17**	**$254.00**		**$2,540**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PARKING LOT RECONFIG SITE PLAN REV	S-071

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review the site plan of a proposed parking lot reconfiguration for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$262 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$262.00	TOTAL REVENUE:	$262
UNIT COST:	$878.00	TOTAL COST:	$878
UNIT PROFIT (SUBSIDY):	$(616.00)	TOTAL PROFIT (SUBSIDY):	$(616)
TOTAL UNITS:	1	PCT. COST RECOVERY:	29.84%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$880 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PARKING LOT RECONFIG SITE PLAN REV	**S-071**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	1	$291
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
PLANNING/BUILDING	PLANNING ASSOC/ASST		3.00	$347.73	1	$348
PLANNING/BUILDING	SR PLANNER		1.00	$130.48	1	$130
		TYPE SUBTOTAL	**6.75**	**$877.95**		**$878**
		TOTALS	**6.75**	**$878.00**		**$878**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
WIRELESS FACILITY PERMIT	**S-072**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a new or changed wireless facility located on private property.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
WIRELESS FACILITY PERMIT	**S-072**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONING REVIEW CLEARANCE	S-073

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a new business to determine that the business is in an appropriate zone.

CURRENT FEE STRUCTURE

$116 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$116.00**	**TOTAL REVENUE:**	**$27,492**
UNIT COST:	**$28.98**	**TOTAL COST:**	**$6,868**
UNIT PROFIT (SUBSIDY):	**$87.02**	**TOTAL PROFIT (SUBSIDY):**	**$20,624**
TOTAL UNITS:	**237**	**PCT. COST RECOVERY:**	**400.29%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ZONING REVIEW CLEARANCE	**S-073**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**237**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.25	$28.98	237	$6,868
		TYPE SUBTOTAL	**0.25**	**$28.98**		**$6,868**
		TOTALS	**0.25**	**$28.98**		**$6,868**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RELOCATION/DEMO HOUSING UNIT	**S-074**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of the relocation or demolition of an affordable housing unit within the City for compliance with applicable laws.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RELOCATION/DEMO HOUSING UNIT	**S-074**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEW BUSINESS LICENSE PROCESSING	S-075

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Processing application for a new business license.

CURRENT FEE STRUCTURE

Registration - $27
Storage (Scanning) - $31
Certificate of Occupancy - $212
Duplication - $13

Fire Inspection:
0-5,000 sq ft - $86
5,001-10,000 sq ft - $128
10,001-15,000 sq ft - $171
15,001+ sq ft - $341

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$58.00**	**TOTAL REVENUE:**	**$38,976**
UNIT COST:	**$79.47**	**TOTAL COST:**	**$53,401**
UNIT PROFIT (SUBSIDY):	**$(21.47)**	**TOTAL PROFIT (SUBSIDY):**	**$(14,425)**
TOTAL UNITS:	**672**	**PCT. COST RECOVERY:**	**72.99%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Registration - $34
Certificate of Occupancy/Inspection - $205
Duplication - $25

Fire Inspection:
0-5,000 sq ft - $86
5,001-10,000 sq ft - $128
10,001-15,000 sq ft - $171
15,001+ sq ft - $341

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEW BUSINESS LICENSE PROCESSING	**S-075**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**672**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Registration	0.33	$33.54	672	$22,539
		TYPE SUBTOTAL	**0.33**	**$33.54**		**$22,539**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Inspection	0.50	$50.82	237	$12,044
PLANNING/BUILDING	GENERAL BUILDING INSPECTO	Inspection	0.67	$78.97	237	$18,716
		TYPE SUBTOTAL	**1.17**	**$129.79**		**$30,760**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Cert Of Occupancy	0.75	$76.22	1	$76
		TYPE SUBTOTAL	**0.75**	**$76.22**		**$76**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Cert Duplication	0.25	$25.41	1	$25
		TYPE SUBTOTAL	**0.25**	**$25.41**		**$25**
		TOTALS	**2.50**	**$79.47**		**$53,401**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HOME OCCUPATION PERMIT	**S-076**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a home-based business to determine compliance with City codes and standards.

CURRENT FEE STRUCTURE

$111 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$111.00**	**TOTAL REVENUE:**	**$11,100**
UNIT COST:	**$134.18**	**TOTAL COST:**	**$13,418**
UNIT PROFIT (SUBSIDY):	**$(23.18)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,318)**
TOTAL UNITS:	**100**	**PCT. COST RECOVERY:**	**82.72%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$135 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HOME OCCUPATION PERMIT	**S-076**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**100**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.75	$76.22	100	$7,622
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	100	$5,796
		TYPE SUBTOTAL	**1.25**	**$134.18**		**$13,418**
		TOTALS	**1.25**	**$134.18**		**$13,418**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SHORT TERM RENTAL PERMIT	S-077

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request to have a short-term rental unit within the City.

CURRENT FEE STRUCTURE

$1,337 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$1,336.00	TOTAL COST:	$1,336
UNIT PROFIT (SUBSIDY):	$(1,336.00)	TOTAL PROFIT (SUBSIDY):	$(1,336)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,337 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SHORT TERM RENTAL PERMIT	**S-077**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	1	$51
PLANNING/BUILDING	COMM DEV DIRECTOR		1.00	$231.99	1	$232
PLANNING/BUILDING	PLANNING ASSOC/ASST		1.50	$173.87	1	$174
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
DEVELOPMENT SVCS	ECON DEV MANAGER		2.00	$214.72	1	$215
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		5.00	$598.95	1	$599
		TYPE SUBTOTAL	**10.50**	**$1,335.59**		**$1,336**
		TOTALS	**10.50**	**$1,336.00**		**$1,336**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DATA EXTRACT	S-078

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REQUEST	

DESCRIPTION OF SERVICE

Compiling extracts of data from City databases.

CURRENT FEE STRUCTURE

Single - $15
Full - $30
Expanded - $47 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DATA EXTRACT	**S-078**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADDITIONAL PLANNING REVIEW	S-079

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	

DESCRIPTION OF SERVICE

Additional Planning review beyond the standard number of reviews due to the actions of the applicant.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADDITIONAL PLANNING REVIEW	**S-079**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MISCELLANEOUS PLANNING REVIEW	**S-080**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	REVIEW	

DESCRIPTION OF SERVICE

Review of miscellaneous Planning services not otherwise included in the fee schedule.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MISCELLANEOUS PLANNING REVIEW	**S-080**
NOTE	TOTAL UNITS
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-081**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING	PLAN/PERMIT	

DESCRIPTION OF SERVICE

Review of building construction plans and inspection of the resulting inspection for compliance with City codes and standards.

CURRENT FEE STRUCTURE

Various permit fees based on valuation or flat fees for various trade permits

Plan Check:
Level 1 - $55
Level 2 - $95
Level 3 - $120 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$2,195,496.00**	**TOTAL REVENUE:**	**$2,195,496**
UNIT COST:	**$2,127,803.00**	**TOTAL COST:**	**$2,127,803**
UNIT PROFIT (SUBSIDY):	**$67,693.00**	**TOTAL PROFIT (SUBSIDY):**	**$67,693**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**103.18%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

No Change, except:

Plan Check:
Level 1 - $115
Level 2 - 65% of the permit fee from the valuation tables
Level 3 - charge fully allocated hourly rates and/or contract costs

In addition, the City should annually update its square footage valuation tables to reflect current construction costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BUILDING PLAN CHECK & INSPECTION	**S-081**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASSOC/ASST ENGINEER	6 Hours/Month	72.00	$10,473.12	1	$10,473
PERMITS & LICENSES	PROGRAM COORD	40% Of 1	645.60	$69,608.59	1	$69,609
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	50% Of 3	2,421.00	$246,046.23	1	$246,046
PLANNING/BUILDING	COMM DEV DIRECTOR	10%	156.90	$36,399.23	1	$36,399
PLANNING/BUILDING	GENERAL BUILDING INSPECTO	Remainder Of Time	1,141.71	$134,573.36	1	$134,573
PLANNING/BUILDING	PLANNING ASSOC/ASST	24% Of 2	774.72	$89,797.80	1	$89,798
PLANNING/BUILDING	SR PLANNER	15%	235.35	$30,708.47	1	$30,708
PLANNING/BUILDING		Contract Services	0.00	$1,468,261.00	1	$1,468,261
DEVELOPMENT SVCS	ECON DEV MANAGER	15%	235.35	$25,267.18	1	$25,267
		TYPE SUBTOTAL	**5,682.63**	**$2,111,134.98**		**$2,111,135**
PLANNING/BUILDING	GENERAL BUILDING INSPECTO	OTC - Level 1	0.75	$88.40	142	$12,553
PLANNING/BUILDING	PLANNING ASSOC/ASST	OTC - Level 1	0.25	$28.98	142	$4,115
		TYPE SUBTOTAL	**1.00**	**$117.38**		**$16,668**
		TOTALS	**5,683.63**	**$2,127,803.00**		**$2,127,803**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRUTH IN SALES REVIEW	**S-082**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
BUILDING	REVIEW	

DESCRIPTION OF SERVICE

Review of the exterior or interior of a building which is being sold to another party for compliance of the building with City codes and standards.

CURRENT FEE STRUCTURE

Exterior - $435 per review

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$435.00**	**TOTAL REVENUE:**	**$78,300**
UNIT COST:	**$512.89**	**TOTAL COST:**	**$92,321**
UNIT PROFIT (SUBSIDY):	**$(77.89)**	**TOTAL PROFIT (SUBSIDY):**	**$(14,021)**
TOTAL UNITS:	**180**	**PCT. COST RECOVERY:**	**84.81%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Exterior - $510 per review
Interior - $145 per review

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRUTH IN SALES REVIEW	**S-082**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**180**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.25	$31.38	180	$5,648
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		3.00	$304.89	180	$54,880
PLANNING/BUILDING	GENERAL BUILDING INSPECTO		1.00	$117.87	180	$21,217
PLANNING/BUILDING	PLANNING ASSOC/ASST		0.50	$57.96	180	$10,433
		TYPE SUBTOTAL	**4.75**	**$512.10**		**$92,178**
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I	Interior	0.25	$25.41	1	$25
PLANNING/BUILDING	GENERAL BUILDING INSPECTO	Interior	1.00	$117.87	1	$118
		TYPE SUBTOTAL	**1.25**	**$143.28**		**$143**
		TOTALS	**6.00**	**$512.89**		**$92,321**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ACCESS COVER ENCROACHMENT PERMIT	S-083

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a new underground access cover in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$279 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$279.00	TOTAL REVENUE:	$558
UNIT COST:	$295.50	TOTAL COST:	$591
UNIT PROFIT (SUBSIDY):	$(16.50)	TOTAL PROFIT (SUBSIDY):	$(33)
TOTAL UNITS:	2	PCT. COST RECOVERY:	94.42%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$295 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ACCESS COVER ENCROACHMENT PERMIT	**S-083**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	2	$126
ENGINEERING	PUBLIC WORKS INSPECTOR		2.00	$232.98	2	$466
		TYPE SUBTOTAL	**2.50**	**$295.73**		**$591**
		TOTALS	**2.50**	**$295.50**		**$591**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CURB/GUTTER ENCROACHMENT PERMIT	S-084

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of curb and gutter improvements in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

0-50 linear feet - $248 per permit
Each additional 50 linear feet - $60

REVENUE AND COST COMPARISON

UNIT REVENUE:	$260.00	TOTAL REVENUE:	$1,300
UNIT COST:	$313.20	TOTAL COST:	$1,566
UNIT PROFIT (SUBSIDY):	$(53.20)	TOTAL PROFIT (SUBSIDY):	$(266)
TOTAL UNITS:	5	PCT. COST RECOVERY:	83.01%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-50 linear feet - $295 per permit
Each additional 50 linear feet - $90

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CURB/GUTTER ENCROACHMENT PERMIT	**S-084**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	0-50 Linear Ft.	0.50	$62.75	5	$314
ENGINEERING	PUBLIC WORKS INSPECTOR	0-50 Linear Ft.	2.00	$232.98	5	$1,165
		TYPE SUBTOTAL	**2.50**	**$295.73**		**$1,479**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Addtional 50 Ft	0.75	$87.37	1	$87
		TYPE SUBTOTAL	**0.75**	**$87.37**		**$87**
		TOTALS	**3.25**	**$313.20**		**$1,566**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SIDEWALK ENCROACHMENT PERMIT	**S-085**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of sidewalk improvements in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

0-100 square feet - $258 per permit
Each additional 100 square feet - $58

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$260.76**	**TOTAL REVENUE:**	**$5,476**
UNIT COST:	**$299.90**	**TOTAL COST:**	**$6,298**
UNIT PROFIT (SUBSIDY):	**$(39.14)**	**TOTAL PROFIT (SUBSIDY):**	**$(822)**
TOTAL UNITS:	**21**	**PCT. COST RECOVERY:**	**86.95%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-100 square feet - $295 per permit
Each additional 100 square feet - $90

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SIDEWALK ENCROACHMENT PERMIT	**S-085**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**21**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	0-100 Sq. Ft.	0.50	$62.75	21	$1,318
ENGINEERING	PUBLIC WORKS INSPECTOR	0-100 Sq. Ft.	2.00	$232.98	21	$4,893
		TYPE SUBTOTAL	**2.50**	**$295.73**		**$6,210**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Add 100 Sq Ft	0.75	$87.37	1	$87
		TYPE SUBTOTAL	**0.75**	**$87.37**		**$87**
		TOTALS	**3.25**	**$299.90**		**$6,298**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DRIVEWAY APPROACH ENCROACHMENT PRMT	S-086

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of driveway approach improvements in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$248 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$248.00	TOTAL REVENUE:	$744
UNIT COST:	$295.67	TOTAL COST:	$887
UNIT PROFIT (SUBSIDY):	$(47.67)	TOTAL PROFIT (SUBSIDY):	$(143)
TOTAL UNITS:	3	PCT. COST RECOVERY:	83.88%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$295 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DRIVEWAY APPROACH ENCROACHMENT PRMT	S-086
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	3

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	3	$188
ENGINEERING	PUBLIC WORKS INSPECTOR		2.00	$232.98	3	$699
		TYPE SUBTOTAL	**2.50**	**$295.73**		**$887**
		TOTALS	**2.50**	**$295.67**		**$887**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DUMPSTER/CONTAINER ENCROACH PERMIT	**S-087**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of the placement of a dumpster or moving container, or other items in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$129 per week

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$129.00**	**TOTAL REVENUE:**	**$1,032**
UNIT COST:	**$147.88**	**TOTAL COST:**	**$1,183**
UNIT PROFIT (SUBSIDY):	**$(18.88)**	**TOTAL PROFIT (SUBSIDY):**	**$(151)**
TOTAL UNITS:	**8**	**PCT. COST RECOVERY:**	**87.24%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$150 per week

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DUMPSTER/CONTAINER ENCROACH PERMIT	**S-087**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**8**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.25	$31.38	8	$251
ENGINEERING	PUBLIC WORKS INSPECTOR		1.00	$116.49	8	$932
		TYPE SUBTOTAL	**1.25**	**$147.87**		**$1,183**
		TOTALS	**1.25**	**$147.88**		**$1,183**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HYDRO-PUNCH DRILL ENCROACH PERMIT	**S-088**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a Hydro-Punch encroachment in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$258 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$258.00**	**TOTAL REVENUE:**	**$774**
UNIT COST:	**$295.67**	**TOTAL COST:**	**$887**
UNIT PROFIT (SUBSIDY):	**$(37.67)**	**TOTAL PROFIT (SUBSIDY):**	**$(113)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**87.26%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$295 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
HYDRO-PUNCH DRILL ENCROACH PERMIT	**S-088**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	3	$188
ENGINEERING	PUBLIC WORKS INSPECTOR		2.00	$232.98	3	$699
		TYPE SUBTOTAL	**2.50**	**$295.73**		**$887**
		TOTALS	**2.50**	**$295.67**		**$887**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MONITORING WELL ENCROACHMENT PERMIT	**S-089**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a monitoring well encroachment in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$248 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$248.00**	**TOTAL REVENUE:**	**$744**
UNIT COST:	**$327.00**	**TOTAL COST:**	**$981**
UNIT PROFIT (SUBSIDY):	**$(79.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(237)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**75.84%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$325 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MONITORING WELL ENCROACHMENT PERMIT	**S-089**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.75	$94.13	3	$282
ENGINEERING	PUBLIC WORKS INSPECTOR		2.00	$232.98	3	$699
		TYPE SUBTOTAL	**2.75**	**$327.11**		**$981**
		TOTALS	**2.75**	**$327.00**		**$981**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MS4 PERMIT FACILITY INSPECTION	**S-090**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	INSPECTION	

DESCRIPTION OF SERVICE

Review and inspection of certain types of businesses for compliance with stormwater regulations.

CURRENT FEE STRUCTURE

Permitted Industrial Facilities - $322
No Exposure Certified & Permit Non-Filer - $170
Automotive, Gas Stations, Nursery - $170
Restaurant, Food Service, Other - $147

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the actual third-party contract cost.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MS4 PERMIT FACILITY INSPECTION	**S-090**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEWSRACK ENCROACHMENT PERMIT	**S-091**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review of a newsrack in the public right-of-way to insure that the site and placement of the newsrack is appropriate under City codes and standards.

CURRENT FEE STRUCTURE

Registration - $78
Initial Inspection - $162
Each additional inspection - $60
Tag Duplication - $88

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$388.00**	**TOTAL REVENUE:**	**$388**
UNIT COST:	**$332.00**	**TOTAL COST:**	**$332**
UNIT PROFIT (SUBSIDY):	**$56.00**	**TOTAL PROFIT (SUBSIDY):**	**$56**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**116.87%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Registration - $65
Initial Inspection - $120
Each additional inspection - $60
Tag Duplication - $90

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NEWSRACK ENCROACHMENT PERMIT	**S-091**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Registration	0.50	$62.75	1	$63
		TYPE SUBTOTAL	**0.50**	**$62.75**		**$63**
ENGINEERING	ENGINEERING TECH	Initial Inspection	0.50	$62.75	1	$63
ENGINEERING	PUBLIC WORKS INSPECTOR	Initial Inspection	0.50	$58.25	1	$58
		TYPE SUBTOTAL	**1.00**	**$121.00**		**$121**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Additional Insp	0.50	$58.25	1	$58
		TYPE SUBTOTAL	**0.50**	**$58.25**		**$58**
ENGINEERING	ENGINEERING TECH	Tag Duplication	0.25	$31.38	1	$31
ENGINEERING	PUBLIC WORKS INSPECTOR	Tag Duplication	0.50	$58.25	1	$58
		TYPE SUBTOTAL	**0.75**	**$89.63**		**$90**
		TOTALS	**2.75**	**$332.00**		**$332**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
OVERSIZE/WIDE LOAD PERMIT	S-092

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a wide/oversize/overweight vehicle through the City.

CURRENT FEE STRUCTURE

Single Trip - $16 per permit
Annual Permit - $90 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$16.00	TOTAL REVENUE:	$1,920
UNIT COST:	$31.38	TOTAL COST:	$3,766
UNIT PROFIT (SUBSIDY):	$(15.38)	TOTAL PROFIT (SUBSIDY):	$(1,846)
TOTAL UNITS:	120	PCT. COST RECOVERY:	50.98%

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Fees are set by the State:

Single Trip - $16 per permit
Annual Permit - $90 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
OVERSIZE/WIDE LOAD PERMIT	**S-092**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**120**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Single Trip	0.25	$31.38	120	$3,766
		TYPE SUBTOTAL	**0.25**	**$31.38**		**$3,766**
		TOTALS	**0.25**	**$31.38**		**$3,766**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PAVEMENT ENCROACHMENT PERMIT	**S-093**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of larger pavement improvements in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

0-1,500 square feet - $258 per permit
Each additional 1,500 square feet - $53

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$262.42**	**TOTAL REVENUE:**	**$3,149**
UNIT COST:	**$332.17**	**TOTAL COST:**	**$3,986**
UNIT PROFIT (SUBSIDY):	**$(69.75)**	**TOTAL PROFIT (SUBSIDY):**	**$(837)**
TOTAL UNITS:	**12**	**PCT. COST RECOVERY:**	**79.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

0-1,500 square feet - $325 per permit
Each additional 1,500 square feet - $90

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PAVEMENT ENCROACHMENT PERMIT	**S-093**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	0-1500 Sq. Ft.	0.50	$62.75	12	$753
ENGINEERING	PUBLIC WORKS INSPECTOR	0-1500 Sq. Ft.	2.25	$262.10	12	$3,145
		TYPE SUBTOTAL	**2.75**	**$324.85**		**$3,898**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Add 1500 Sq Ft.	0.75	$87.37	1	$87
		TYPE SUBTOTAL	**0.75**	**$87.37**		**$87**
		TOTALS	**3.50**	**$332.17**		**$3,986**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
REMOVE/TRIM PARKWAY TREE PERMIT	S-094

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and Inspection of a request to remove or trim parkway trees in the public right-of-way.

CURRENT FEE STRUCTURE

$228 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$228.00	TOTAL REVENUE:	$1,368
UNIT COST:	$285.00	TOTAL COST:	$1,710
UNIT PROFIT (SUBSIDY):	$(57.00)	TOTAL PROFIT (SUBSIDY):	$(342)
TOTAL UNITS:	6	PCT. COST RECOVERY:	80.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$285 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
REMOVE/TRIM PARKWAY TREE PERMIT	**S-094**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARK MAINT / SPECIAL I	PARK MAINT LEAD		1.00	$163.96	6	$984
ENGINEERING	ENGINEERING TECH		0.50	$62.75	6	$377
ENGINEERING	PUBLIC WORKS INSPECTOR		0.50	$58.25	6	$350
		TYPE SUBTOTAL	**2.00**	**$284.96**		**$1,710**
		TOTALS	**2.00**	**$285.00**		**$1,710**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENGINEERING PLAN CHECK	S-095

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PLAN	

DESCRIPTION OF SERVICE

Review of Engineering improvement and grading plans for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$98 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	$50,000.00	TOTAL REVENUE:	$50,000
UNIT COST:	$183,891.00	TOTAL COST:	$183,891
UNIT PROFIT (SUBSIDY):	$(133,891.00)	TOTAL PROFIT (SUBSIDY):	$(133,891)
TOTAL UNITS:	1	PCT. COST RECOVERY:	27.19%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ENGINEERING PLAN CHECK	**S-095**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER	10%	23.54	$5,765.42	1	$5,765
ENGINEERING	ASSOC/ASST ENGINEER	Remainder Of Time	677.65	$98,570.97	1	$98,571
ENGINEERING	CIVIL ENGINEER	20%	313.80	$54,554.13	1	$54,554
ENGINEERING		Contract Services	0.00	$25,000.00	1	$25,000
		TYPE SUBTOTAL	**1,014.99**	**$183,890.52**		**$183,891**
		TOTALS	**1,014.99**	**$183,891.00**		**$183,891**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RIGHT-OF-WAY VACATION REVIEW	S-096

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a right-of-way vacation for compliance with City codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RIGHT-OF-WAY VACATION REVIEW	**S-096**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TREE PLANTING PERMIT	S-097

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and Inspection of a request to plant parkway trees in the public right-of-way.

CURRENT FEE STRUCTURE

$100 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$100.00	TOTAL REVENUE:	$300
UNIT COST:	$203.00	TOTAL COST:	$609
UNIT PROFIT (SUBSIDY):	$(103.00)	TOTAL PROFIT (SUBSIDY):	$(309)
TOTAL UNITS:	3	PCT. COST RECOVERY:	49.26%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$205 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TREE PLANTING PERMIT	**S-097**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARK MAINT / SPECIAL I	PARK MAINT LEAD		0.50	$81.98	3	$246
ENGINEERING	ENGINEERING TECH		0.50	$62.75	3	$188
ENGINEERING	PUBLIC WORKS INSPECTOR		0.50	$58.25	3	$175
		TYPE SUBTOTAL	**1.50**	**$202.98**		**$609**
		TOTALS	**1.50**	**$203.00**		**$609**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER CONNECTION PERMIT	**S-098**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a sewer connection in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$286 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$286.00**	**TOTAL REVENUE:**	**$286**
UNIT COST:	**$354.00**	**TOTAL COST:**	**$354**
UNIT PROFIT (SUBSIDY):	**$(68.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(68)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**80.79%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER CONNECTION PERMIT	**S-098**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	1	$63
ENGINEERING	PUBLIC WORKS INSPECTOR		2.50	$291.23	1	$291
		TYPE SUBTOTAL	**3.00**	**$353.98**		**$354**
		TOTALS	**3.00**	**$354.00**		**$354**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER LATERAL PERMIT	**S-099**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a new sewer lateral in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$381 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$381.00**	**TOTAL REVENUE:**	**$2,286**
UNIT COST:	**$354.00**	**TOTAL COST:**	**$2,124**
UNIT PROFIT (SUBSIDY):	**$27.00**	**TOTAL PROFIT (SUBSIDY):**	**$162**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**107.63%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$355 per permit

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER LATERAL PERMIT	**S-099**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	6	$377
ENGINEERING	PUBLIC WORKS INSPECTOR		2.50	$291.23	6	$1,747
		TYPE SUBTOTAL	**3.00**	**$353.98**		**$2,124**
		TOTALS	**3.00**	**$354.00**		**$2,124**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SHOPPING CART RETRIEVAL	S-100

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	CART	

DESCRIPTION OF SERVICE

Retrieval of shopping carts left in the public right-of-way.

CURRENT FEE STRUCTURE

$87 per cart

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$64.00	TOTAL COST:	$64
UNIT PROFIT (SUBSIDY):	$(64.00)	TOTAL PROFIT (SUBSIDY):	$(64)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$65 per cart

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SHOPPING CART RETRIEVAL	**S-100**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PUBLIC WORKS ADMIN	SECRETARY		1.00	$63.61	1	$64
		TYPE SUBTOTAL	**1.00**	**$63.61**		**$64**
		TOTALS	**1.00**	**$64.00**		**$64**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SUPPLEMENTAL EMPLOYMENT PROPOSAL	S-101

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a supplemental employment proposal.

CURRENT FEE STRUCTURE

At Cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SUPPLEMENTAL EMPLOYMENT PROPOSAL	**S-101**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY NO PARKING SIGN	S-102

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	REQUEST	

DESCRIPTION OF SERVICE

Issuing temporary No Parking signs related to an encroachment.

CURRENT FEE STRUCTURE

$60 per 300 feet

REVENUE AND COST COMPARISON

UNIT REVENUE:	$60.00	TOTAL REVENUE:	$60
UNIT COST:	$121.00	TOTAL COST:	$121
UNIT PROFIT (SUBSIDY):	$(61.00)	TOTAL PROFIT (SUBSIDY):	$(61)
TOTAL UNITS:	1	PCT. COST RECOVERY:	49.59%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$65 per request plus $60 per day plus $2 per sign

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY NO PARKING SIGN	**S-102**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH		0.50	$62.75	1	$63
ENGINEERING	PUBLIC WORKS INSPECTOR		0.50	$58.25	1	$58
		TYPE SUBTOTAL	**1.00**	**$121.00**		**$121**
		TOTALS	**1.00**	**$121.00**		**$121**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRAFFIC CONTROL PERMIT	S-103

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of traffic control devices placed in the public right-of-way related to an encroachment.

CURRENT FEE STRUCTURE

One Day - $498 per permit
Each additional day - $107

REVENUE AND COST COMPARISON

UNIT REVENUE:	$499.43	TOTAL REVENUE:	$37,457
UNIT COST:	$239.04	TOTAL COST:	$17,928
UNIT PROFIT (SUBSIDY):	$260.39	TOTAL PROFIT (SUBSIDY):	$19,529
TOTAL UNITS:	75	PCT. COST RECOVERY:	208.93%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

One Day - $240 per permit
Each additional day - $115

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRAFFIC CONTROL PERMIT	**S-103**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**75**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	One Day	0.50	$62.75	75	$4,706
ENGINEERING	PUBLIC WORKS INSPECTOR	One Day	1.50	$174.74	75	$13,106
		TYPE SUBTOTAL	**2.00**	**$237.49**		**$17,812**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Add Day	1.00	$116.49	1	$116
		TYPE SUBTOTAL	**1.00**	**$116.49**		**$116**
		TOTALS	**3.00**	**$239.04**		**$17,928**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRENCH EXCAVATION PERMIT	**S-104**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of a trench excavation in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

1-100 linear feet - $258 per permit
Each additional 100 linear feet - $67

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$271.40**	**TOTAL REVENUE:**	**$1,357**
UNIT COST:	**$377.20**	**TOTAL COST:**	**$1,886**
UNIT PROFIT (SUBSIDY):	**$(105.80)**	**TOTAL PROFIT (SUBSIDY):**	**$(529)**
TOTAL UNITS:	**5**	**PCT. COST RECOVERY:**	**71.95%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

1-100 linear or square feet - $355 per permit
Each additional 100 linear or square feet - $115

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRENCH EXCAVATION PERMIT	**S-104**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	1-100 Linear Sq. Ft.	0.50	$62.75	5	$314
ENGINEERING	PUBLIC WORKS INSPECTOR	1-100 Linear Ft.	2.50	$291.23	5	$1,456
		TYPE SUBTOTAL	**3.00**	**$353.98**		**$1,770**
ENGINEERING	PUBLIC WORKS INSPECTOR	Each Add 100 Sq. Ft.	1.00	$116.49	1	$116
		TYPE SUBTOTAL	**1.00**	**$116.49**		**$116**
		TOTALS	**4.00**	**$377.20**		**$1,886**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
UTILITY ENCROACHMENT PERMIT	**S-105**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	PERMIT	

DESCRIPTION OF SERVICE

Review and inspection of potholes, power poles, overhead, or smaller utility work encroachments in the public right-of-way for compliance with City codes and standards.

CURRENT FEE STRUCTURE

$335 per permit or location

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$335.00**	**TOTAL REVENUE:**	**$80,400**
UNIT COST:	**$358.48**	**TOTAL COST:**	**$86,035**
UNIT PROFIT (SUBSIDY):	**$(23.48)**	**TOTAL PROFIT (SUBSIDY):**	**$(5,635)**
TOTAL UNITS:	**240**	**PCT. COST RECOVERY:**	**93.45%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$360 per permit or location

July 8, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
UTILITY ENCROACHMENT PERMIT	**S-105**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**240**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ENGINEERING TECH	Utility Cuts	1.00	$125.50	140	$17,570
ENGINEERING	PUBLIC WORKS INSPECTOR	Utility Cuts	2.00	$232.98	140	$32,617
		TYPE SUBTOTAL	**3.00**	**$358.48**		**$50,187**
ENGINEERING	ENGINEERING TECH	Per Location	1.00	$125.50	100	$12,550
ENGINEERING	PUBLIC WORKS INSPECTOR	Per Location	2.00	$232.98	100	$23,298
		TYPE SUBTOTAL	**3.00**	**$358.48**		**$35,848**
		TOTALS	**6.00**	**$358.48**		**$86,035**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADDITIONAL ENGINEERING REVIEW/INSP	S-106

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	REVIEW	

DESCRIPTION OF SERVICE

Review or inspection of additional work that is needed due to the actions of the applicant.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADDITIONAL ENGINEERING REVIEW/INSP	**S-106**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MISCELLANEOUS ENGINEERING REVIEW	**S-107**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
ENGINEERING	REVIEW	

DESCRIPTION OF SERVICE

Review of miscellaneous Engineering work not otherwise included in the fee schedule.

CURRENT FEE STRUCTURE

Non-Research:
Associate Engineer - $90 per hour
Engineering Aide - $65 per hour
Engineering Technician - $75 per hour
Research - $100 per hour

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MISCELLANEOUS ENGINEERING REVIEW	**S-107**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CODE ENFORCEMENT INSPECTION	S-108

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	INSPECTION	

DESCRIPTION OF SERVICE

Inspection of code enforcement issues when needed.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$119.79	TOTAL COST:	$11,979
UNIT PROFIT (SUBSIDY):	$(119.79)	TOTAL PROFIT (SUBSIDY):	$(11,979)
TOTAL UNITS:	100	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$120 per inspection

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CODE ENFORCEMENT INSPECTION	**S-108**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**100**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		1.00	$119.79	100	$11,979
		TYPE SUBTOTAL	**1.00**	**$119.79**		**$11,979**
		TOTALS	**1.00**	**$119.79**		**$11,979**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
INSPECTION WARRANT	**S-109**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	WARRANT	

DESCRIPTION OF SERVICE

Obtaining an inspection warrant due to the need to access the property to determine if violations have occurred.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$120.00**	**TOTAL COST:**	**$240**
UNIT PROFIT (SUBSIDY):	**$(120.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(240)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$120 per warrant plus attorney and court costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
INSPECTION WARRANT	**S-109**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		1.00	$119.79	2	$240
		TYPE SUBTOTAL	**1.00**	**$119.79**		**$240**
		TOTALS	**1.00**	**$120.00**		**$240**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ABATEMENT WARRANT	**S-110**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	WARRANT	

DESCRIPTION OF SERVICE

Obtaining an abatement warrant to be able to access a property to do an abatement.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$359.50**	**TOTAL COST:**	**$719**
UNIT PROFIT (SUBSIDY):	**$(359.50)**	**TOTAL PROFIT (SUBSIDY):**	**$(719)**
TOTAL UNITS:	**2**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$360 per warrant plus attorney and court costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ABATEMENT WARRANT	**S-110**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		3.00	$359.37	2	$719
		TYPE SUBTOTAL	**3.00**	**$359.37**		**$719**
		TOTALS	**3.00**	**$359.50**		**$719**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NUISANCE ABATEMENT	**S-111**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	ABATEMENT	

DESCRIPTION OF SERVICE

Abatement of a code enforcement violation for compliance with City codes and standards.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all staff involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NUISANCE ABATEMENT	**S-111**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADMINISTRATIVE CITATION APPEAL PROC	S-112

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	APPEAL	

DESCRIPTION OF SERVICE

Processing an appeal of an administrative citation.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$240.00	TOTAL COST:	$240
UNIT PROFIT (SUBSIDY):	$(240.00)	TOTAL PROFIT (SUBSIDY):	$(240)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$240 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADMINISTRATIVE CITATION APPEAL PROC	**S-112**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		2.00	$239.58	1	$240
		TYPE SUBTOTAL	**2.00**	**$239.58**		**$240**
		TOTALS	**2.00**	**$240.00**		**$240**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL IMPOUND	**S-113**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	ANIMAL	

DESCRIPTION OF SERVICE

Collection and impound of stray animals.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15.00**	**TOTAL REVENUE:**	**$1,800**
UNIT COST:	**$45.28**	**TOTAL COST:**	**$5,434**
UNIT PROFIT (SUBSIDY):	**$(30.28)**	**TOTAL PROFIT (SUBSIDY):**	**$(3,634)**
TOTAL UNITS:	**120**	**PCT. COST RECOVERY:**	**33.12%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$45 per animal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL IMPOUND	**S-113**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**120**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	COMM SVCS OFFICER		0.67	$45.28	120	$5,434
		TYPE SUBTOTAL	**0.67**	**$45.28**		**$5,434**
		TOTALS	**0.67**	**$45.28**		**$5,434**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL PICK UP	**S-114**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	ANIMAL	

DESCRIPTION OF SERVICE

Pick up of animal at the owner's request.

CURRENT FEE STRUCTURE

Live Animal:
- Small Animal (1-99 pounds) - $95
- Litter - $95
- Small Livestock - $95
- Large Animal (100+ pounds) - $295
- Special Handling - Hourly Rates

Dead Animal:
- Small Animal (1-99 pounds) - $82 (includes disposal fee)
- Large Animal (100+ pounds) - $272 (includes disposal fee)

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$84.60**	**TOTAL REVENUE:**	**$4,230**
UNIT COST:	**$36.08**	**TOTAL COST:**	**$1,804**
UNIT PROFIT (SUBSIDY):	**$48.52**	**TOTAL PROFIT (SUBSIDY):**	**$2,426**
TOTAL UNITS:	**50**	**PCT. COST RECOVERY:**	**234.48%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Live Animal:
- Small Animal (1-99 pounds) - $95
- Litter - $95
- Small Livestock - $95
- Large Animal (100+ pounds) - $295
- Special Handling - Fully Allocated Hourly Rates

Dead Animal:
- Small Animal (1-99 pounds) - $82 (includes disposal fee)
- Large Animal (100+ pounds) - $272 (includes disposal fee)

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL PICK UP	**S-114**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	COMM SVCS OFFICER	Live	0.67	$45.28	10	$453
		TYPE SUBTOTAL	**0.67**	**$45.28**		**$453**
POLICE SUPPORT	COMM SVCS OFFICER	Dead	0.50	$33.79	40	$1,352
		TYPE SUBTOTAL	**0.50**	**$33.79**		**$1,352**
		TOTALS	**1.17**	**$36.08**		**$1,804**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL IN-HOUSE QUARANTINE	S-115

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	ANIMAL	

DESCRIPTION OF SERVICE

Review of an animal in-home quarantine for compliance with City codes and standards.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$67.58	TOTAL COST:	$4,055
UNIT PROFIT (SUBSIDY):	$(67.58)	TOTAL PROFIT (SUBSIDY):	$(4,055)
TOTAL UNITS:	60	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$70 per animal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL IN-HOUSE QUARANTINE	**S-115**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**60**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	COMM SVCS OFFICER		1.00	$67.58	60	$4,055
		TYPE SUBTOTAL	**1.00**	**$67.58**		**$4,055**
		TOTALS	**1.00**	**$67.58**		**$4,055**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL CONTROL SERVICES	**S-116**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CODE ENFORCEMENT	N/A	

DESCRIPTION OF SERVICE

Providing animal control enforcement and kennel services to the community.

CURRENT FEE STRUCTURE

Dog License Fees:

Spayed or Neutered: 1 year - $25 3 year - $60
Senior Citizen (60+) Altered: 1 year - $7.50 3 year - $22.50
Unaltered: 1 year - $60 3 year - $180

More than 30 days past due - $25

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$18,000.00**	**TOTAL REVENUE:**	**$18,000**
UNIT COST:	**$352,092.00**	**TOTAL COST:**	**$352,092**
UNIT PROFIT (SUBSIDY):	**$(334,092.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(334,092)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**5.11%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Dog License Fees:

Spayed or Neutered: 1 year - $25 3 year - $60
Senior Citizen (60+) Altered: 1 year - $7.50 3 year - $22.50
Unaltered: 1 year - $100 3 year - $300

More than 30 days past due - $25

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANIMAL CONTROL SERVICES	**S-116**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ANIMAL CONTROL		Contract/Animal Care	0.00	$125,000.00	1	$125,000
ANIMAL CONTROL		Various Accounts	0.00	$23,504.00	1	$23,504
ANIMAL CONTROL		CAP Charges	0.00	$20,707.10	1	$20,707
POLICE SUPPORT	COMM SVCS OFFICER	Remainder Of 1	1,285.50	$86,874.09	1	$86,874
POLICE SUPPORT	COMM SVCS OFFICER-PT	90%	1,404.00	$76,672.44	1	$76,672
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER	10%	161.40	$19,334.11	1	$19,334
		TYPE SUBTOTAL	**2,850.90**	**$352,091.74**		**$352,092**
		TOTALS	**2,850.90**	**$352,092.00**		**$352,092**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ALARM PERMIT	**S-117**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Registration of burglar alarm to identify the alarm owner contact information.

CURRENT FEE STRUCTURE

$44 per permit
Late Fee - additional $44

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the actual third-party contract cost.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ALARM PERMIT	**S-117**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE FALSE ALARM RESPONSE	**S-118**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	

DESCRIPTION OF SERVICE

Police response to a burglary alarm due to error or malfunction.

CURRENT FEE STRUCTURE

First 3 responses in a calendar year - No Charge
4th response - $75
5th response - $75
6th response - $100
7th response - $125
8th response - $150
9th response - $175
10th and subsequent responses - $200

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$167.00**	**TOTAL COST:**	**$167**
UNIT PROFIT (SUBSIDY):	**$(167.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(167)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First 3 responses in a calendar year - No Charge
4th response - $170
5th response - $340
6th and subsequent responses - $510

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE FALSE ALARM RESPONSE	**S-118**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER	30 Min Of 2	0.97	$166.57	1	$167
		TYPE SUBTOTAL	**0.97**	**$166.57**		**$167**
		TOTALS	**0.97**	**$167.00**		**$167**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ARREST SUMMARY LETTER	S-119

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	LETTER	

DESCRIPTION OF SERVICE

Providing a local arrest summary letter on request.

CURRENT FEE STRUCTURE

$25 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	$25.00	TOTAL REVENUE:	$1,500
UNIT COST:	$10.92	TOTAL COST:	$655
UNIT PROFIT (SUBSIDY):	$14.08	TOTAL PROFIT (SUBSIDY):	$845
TOTAL UNITS:	60	PCT. COST RECOVERY:	229.01%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$25 per letter

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ARREST SUMMARY LETTER	**S-119**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**60**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.34	$10.92	60	$655
		TYPE SUBTOTAL	**0.34**	**$10.92**		**$655**
		TOTALS	**0.34**	**$10.92**		**$655**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BODY CAM VIDEO EXTRACTION	**S-120**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	REQUEST	

DESCRIPTION OF SERVICE

Extraction and reproduction of body cam footage, but not including redaction, on request.

CURRENT FEE STRUCTURE

$50 OR Actual Third Party Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**0**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule since it is included in the Electronic Police Record Copy fee.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BODY CAM VIDEO EXTRACTION	**S-120**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**0**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BOXING/WRESTLING PERMIT	**S-121**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a request to operate a boxing/wresting business within the City.

CURRENT FEE STRUCTURE

$547 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BOXING/WRESTLING PERMIT	**S-121**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CIVIL SUBPOENA PROCESSING	S-122

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	SUBPOENA	

DESCRIPTION OF SERVICE

Processing a request for a Civil Subpoena.

CURRENT FEE STRUCTURE

Records - $15 per subpoena
Clerical Costs - $24 per hour
Copies - $0.15 per copy
Witness - $275

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15.00**	**TOTAL REVENUE:**	**$15**
UNIT COST:	**$85.00**	**TOTAL COST:**	**$85**
UNIT PROFIT (SUBSIDY):	**$(70.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(70)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**17.65%**

SUGGESTED FEE FOR COST RECOVERY OF: 15%

Fees are set by the Court:

Records - $15 per subpoena
Copies - $0.15 per copy
Witness - $275 deposit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CIVIL SUBPOENA PROCESSING	**S-122**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	1	$53
POLICE SUPPORT	POLICE ASST-PT		1.01	$32.44	1	$32
		TYPE SUBTOTAL	**1.51**	**$85.00**		**$85**
		TOTALS	**1.51**	**$85.00**		**$85**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CLEARANCE LETTER	S-123

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	LETTER	

DESCRIPTION OF SERVICE

Investigate and prepare a local clearance letter for an individual requesting this service.

CURRENT FEE STRUCTURE

$25 per letter

REVENUE AND COST COMPARISON

UNIT REVENUE:	$25.00	TOTAL REVENUE:	$300
UNIT COST:	$10.92	TOTAL COST:	$131
UNIT PROFIT (SUBSIDY):	$14.08	TOTAL PROFIT (SUBSIDY):	$169
TOTAL UNITS:	12	PCT. COST RECOVERY:	229.01%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$25 per letter

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CLEARANCE LETTER	**S-123**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.34	$10.92	12	$131
		TYPE SUBTOTAL	**0.34**	**$10.92**		**$131**
		TOTALS	**0.34**	**$10.92**		**$131**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD REPRODUCTION	S-124

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	REPORT	

DESCRIPTION OF SERVICE

Providing a copy of a Police report on request.

CURRENT FEE STRUCTURE

Crime Report - $23 per report
Traffic Collision Report - $25 per report

REVENUE AND COST COMPARISON

UNIT REVENUE:	$23.00	TOTAL REVENUE:	$50,600
UNIT COST:	$179.15	TOTAL COST:	$394,130
UNIT PROFIT (SUBSIDY):	$(156.15)	TOTAL PROFIT (SUBSIDY):	$(343,530)
TOTAL UNITS:	2,200	PCT. COST RECOVERY:	12.84%

SUGGESTED FEE FOR COST RECOVERY OF: 13%

$23 per report or what is allowed by the Public Records Act

July 8, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD REPRODUCTION	**S-124**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,200**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.07	$2.25	2,200	$4,950
POLICE SUPPORT	POLICE RECORDS TECH I/II		2.50	$176.90	2,200	$389,180
		TYPE SUBTOTAL	**2.57**	**$179.15**		**$394,130**
		TOTALS	**2.57**	**$179.15**		**$394,130**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DISABLE PLACARD CITATION DISMISSAL	**S-125**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CITATION	

DESCRIPTION OF SERVICE

Processing a request to dismiss a disabled parking citation in which the disabled placard was not properly displayed.

CURRENT FEE STRUCTURE

$20 per citation

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$20.00**	**TOTAL REVENUE:**	**$1,200**
UNIT COST:	**$10.92**	**TOTAL COST:**	**$655**
UNIT PROFIT (SUBSIDY):	**$9.08**	**TOTAL PROFIT (SUBSIDY):**	**$545**
TOTAL UNITS:	**60**	**PCT. COST RECOVERY:**	**183.21%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$20 per citation

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DISABLE PLACARD CITATION DISMISSAL	**S-125**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**60**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.34	$10.92	60	$655
		TYPE SUBTOTAL	**0.34**	**$10.92**		**$655**
		TOTALS	**0.34**	**$10.92**		**$655**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ELECTRONIC POLICE RECORD COPY	S-126

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	DEVICE	

DESCRIPTION OF SERVICE

Reproduction of an electronic Police record to a physical device on request.

CURRENT FEE STRUCTURE

$8 per photo

REVENUE AND COST COMPARISON

UNIT REVENUE:	$8.00	TOTAL REVENUE:	$480
UNIT COST:	$2.25	TOTAL COST:	$135
UNIT PROFIT (SUBSIDY):	$5.75	TOTAL PROFIT (SUBSIDY):	$345
TOTAL UNITS:	60	PCT. COST RECOVERY:	355.56%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$10 per device

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ELECTRONIC POLICE RECORD COPY	**S-126**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**60**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.07	$2.25	60	$135
		TYPE SUBTOTAL	**0.07**	**$2.25**		**$135**
		TOTALS	**0.07**	**$2.25**		**$135**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD RESEARCH	S-127

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HOUR	

DESCRIPTION OF SERVICE

Creation of new Police records on request.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD RESEARCH	**S-127**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD SEALING/EXPUNGEMENT	S-128

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RECORD	

DESCRIPTION OF SERVICE

Sealing or expunging Police records on request.

CURRENT FEE STRUCTURE

$50 per record

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	0	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE RECORD SEALING/EXPUNGEMENT	S-128
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	0

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FINGERPRINTING/ID CARD	S-129

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CARD	

DESCRIPTION OF SERVICE

Provide fingerprinting/ID card service on request for employment or personal reasons.

CURRENT FEE STRUCTURE

$33 per card

REVENUE AND COST COMPARISON

UNIT REVENUE:	$33.00	TOTAL REVENUE:	$396
UNIT COST:	$38.33	TOTAL COST:	$460
UNIT PROFIT (SUBSIDY):	$(5.33)	TOTAL PROFIT (SUBSIDY):	$(64)
TOTAL UNITS:	12	PCT. COST RECOVERY:	86.09%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$40 per card plus any DOJ fees

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FINGERPRINTING/ID CARD	**S-129**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**12**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	12	$460
		TYPE SUBTOTAL	**0.50**	**$38.37**		**$460**
		TOTALS	**0.50**	**$38.33**		**$460**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREARMS STORAGE	S-130

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	WEAPON	

DESCRIPTION OF SERVICE

Processing a firearm for storage when required as part of a court action.

CURRENT FEE STRUCTURE

$12 per weapon per month

REVENUE AND COST COMPARISON

UNIT REVENUE:	$12.00	TOTAL REVENUE:	$12
UNIT COST:	$78.00	TOTAL COST:	$78
UNIT PROFIT (SUBSIDY):	$(66.00)	TOTAL PROFIT (SUBSIDY):	$(66)
TOTAL UNITS:	1	PCT. COST RECOVERY:	15.38%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$80 per weapon

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
FIREARMS STORAGE	**S-130**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.17	$17.87	1	$18
POLICE SUPPORT	POLICE SVCS TECH		1.00	$59.95	1	$60
		TYPE SUBTOTAL	**1.17**	**$77.82**		**$78**
		TOTALS	**1.17**	**$78.00**		**$78**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PERMIT	**S-131**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Review massage business operator or manager permit.

CURRENT FEE STRUCTURE

CAMTC certified - $228 per permit
Non-CAMTC certified - $419 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$228.00**	**TOTAL REVENUE:**	**$1,368**
UNIT COST:	**$143.50**	**TOTAL COST:**	**$861**
UNIT PROFIT (SUBSIDY):	**$84.50**	**TOTAL PROFIT (SUBSIDY):**	**$507**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**158.89%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$145 per permit plus DOJ costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PERMIT	**S-131**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	6	$43
POLICE SUPPORT	POLICE ASST-PT		0.74	$23.77	6	$143
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	6	$445
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	6	$230
		TYPE SUBTOTAL	**1.49**	**$143.46**		**$861**
		TOTALS	**1.49**	**$143.50**		**$861**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PERMIT RENEWAL	S-132

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Review renewal of massage business operator or manager permit.

CURRENT FEE STRUCTURE

CAMTC certified - No Charge
Non-CAMTC certified - $284 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$89.00	TOTAL COST:	$267
UNIT PROFIT (SUBSIDY):	$(89.00)	TOTAL PROFIT (SUBSIDY):	$(267)
TOTAL UNITS:	3	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$90 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PERMIT RENEWAL	**S-132**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	3	$21
POLICE SUPPORT	POLICE ASST-PT		0.24	$7.71	3	$23
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	3	$223
		TYPE SUBTOTAL	**0.49**	**$89.03**		**$267**
		TOTALS	**0.49**	**$89.00**		**$267**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT	**S-133**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Review massage technician work permit.

CURRENT FEE STRUCTURE

CAMTC certified - $228 per permit
Non-CAMTC certified - $419 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$228.00**	**TOTAL REVENUE:**	**$1,368**
UNIT COST:	**$143.50**	**TOTAL COST:**	**$861**
UNIT PROFIT (SUBSIDY):	**$84.50**	**TOTAL PROFIT (SUBSIDY):**	**$507**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**158.89%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$150 per permit plus DOJ costs

Includes $5 ID Card cost.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT	**S-133**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	6	$43
POLICE SUPPORT	POLICE ASST-PT		0.74	$23.77	6	$143
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	6	$445
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	6	$230
		TYPE SUBTOTAL	**1.49**	**$143.46**		**$861**
		TOTALS	**1.49**	**$143.50**		**$861**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT RENEWAL	**S-134**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Review renewal of massage technician work permit.

CURRENT FEE STRUCTURE

CAMTC certified - No Charge
Non-CAMTC certified - $284 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$89.00**	**TOTAL COST:**	**$267**
UNIT PROFIT (SUBSIDY):	**$(89.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(267)**
TOTAL UNITS:	**3**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$95 per permit

Includes $5 ID Card cost.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT RENEWAL	**S-134**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**3**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	3	$21
POLICE SUPPORT	POLICE ASST-PT		0.24	$7.71	3	$23
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	3	$223
		TYPE SUBTOTAL	**0.49**	**$89.03**		**$267**
		TOTALS	**0.49**	**$89.00**		**$267**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE CERT OF OP DENIAL APPEAL	**S-135**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal for deny of Massage Certificate of Operation to City Manager.

CURRENT FEE STRUCTURE

$683 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$779.00**	**TOTAL COST:**	**$779**
UNIT PROFIT (SUBSIDY):	**$(779.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(779)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$780 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE CERT OF OP DENIAL APPEAL	**S-135**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
		TYPE SUBTOTAL	**4.00**	**$779.03**		**$779**
		TOTALS	**4.00**	**$779.00**		**$779**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE CERT OF OP REVOC APPEAL	S-136

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal for revocation of Massage Certificate of Operation to City Manager.

CURRENT FEE STRUCTURE

$783 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$1,073.00	TOTAL COST:	$1,073
UNIT PROFIT (SUBSIDY):	$(1,073.00)	TOTAL PROFIT (SUBSIDY):	$(1,073)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,075 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE CERT OF OP REVOC APPEAL	**S-136**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		3.00	$359.37	1	$359
		TYPE SUBTOTAL	**6.50**	**$1,073.16**		**$1,073**
		TOTALS	**6.50**	**$1,073.00**		**$1,073**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PMT DENIAL APPEAL	**S-137**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal for denial of Massage Operation Permit to City Manager.

CURRENT FEE STRUCTURE

$683 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$779.00**	**TOTAL COST:**	**$779**
UNIT PROFIT (SUBSIDY):	**$(779.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(779)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$780 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OPERATOR PMT DENIAL APPEAL	**S-137**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
		TYPE SUBTOTAL	**4.00**	**$779.03**		**$779**
		TOTALS	**4.00**	**$779.00**		**$779**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OP PERMIT REVOCATION APPEAL	**S-138**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal for revocation of Massage Operation Permit to City Manager.

CURRENT FEE STRUCTURE

$783 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1,073.00**	**TOTAL COST:**	**$1,073**
UNIT PROFIT (SUBSIDY):	**$(1,073.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,073)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$1,075 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE OP PERMIT REVOCATION APPEAL	**S-138**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		3.00	$359.37	1	$359
		TYPE SUBTOTAL	**6.50**	**$1,073.16**		**$1,073**
		TOTALS	**6.50**	**$1,073.00**		**$1,073**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT DENIAL APPEAL	**S-139**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal of denial for Massage Work Permit to City Manager.

CURRENT FEE STRUCTURE

$683 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$779.00**	**TOTAL COST:**	**$779**
UNIT PROFIT (SUBSIDY):	**$(779.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(779)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$780 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT DENIAL APPEAL	**S-139**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
		TYPE SUBTOTAL	**4.00**	**$779.03**		**$779**
		TOTALS	**4.00**	**$779.00**		**$779**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT REVOC APPEAL	**S-140**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPEAL	

DESCRIPTION OF SERVICE

Process appeal of revocation for Massage Work Permit to City Manager.

CURRENT FEE STRUCTURE

$783 per appeal

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$893.00**	**TOTAL COST:**	**$893**
UNIT PROFIT (SUBSIDY):	**$(893.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(893)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$895 per appeal

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE WORK PERMIT REVOC APPEAL	**S-140**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.25	$25.41	1	$25
PLANNING/BUILDING	COMM DEV DIRECTOR		0.25	$58.00	1	$58
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		1.00	$105.12	1	$105
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		1.00	$88.60	1	$89
POLICE SUPPORT	POLICE CHIEF		1.00	$436.66	1	$437
CDBG CODE ENFORCE	CODE ENFORCEMENT OFFICER		1.50	$179.69	1	$180
		TYPE SUBTOTAL	**5.00**	**$893.48**		**$893**
		TOTALS	**5.00**	**$893.00**		**$893**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE ESTABLISHMENT PERMIT	**S-141**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	

DESCRIPTION OF SERVICE

Conduct background check for a massage parlor business owner in order to preserve and insure the public peace, health, safety, and welfare.

CURRENT FEE STRUCTURE

$1,166 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$441.00**	**TOTAL COST:**	**$441**
UNIT PROFIT (SUBSIDY):	**$(441.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(441)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$440 per application

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
MASSAGE ESTABLISHMENT PERMIT	**S-141**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING/BUILDING	PLANNING ASSOC/ASST		2.00	$231.82	1	$232
PLANNING/BUILDING	SR PLANNER		0.50	$65.24	1	$65
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1	$7
POLICE SUPPORT	POLICE ASST-PT		0.75	$24.09	1	$24
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	1	$74
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	1	$38
		TYPE SUBTOTAL	**4.00**	**$440.84**		**$441**
		TOTALS	**4.00**	**$441.00**		**$441**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANNUAL PARKING PERMIT	S-142

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a tri-annual parking permit.

CURRENT FEE STRUCTURE

No Charge

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$16.06	TOTAL COST:	$40,150
UNIT PROFIT (SUBSIDY):	$(16.06)	TOTAL PROFIT (SUBSIDY):	$(40,150)
TOTAL UNITS:	2,500	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per permit

Replacement Permit - $15

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ANNUAL PARKING PERMIT	**S-142**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**2,500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.50	$16.06	2,500	$40,150
		TYPE SUBTOTAL	**0.50**	**$16.06**		**$40,150**
		TOTALS	**0.50**	**$16.06**		**$40,150**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY PARKING PERMIT	S-143

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Providing temporary parking permits.

CURRENT FEE STRUCTURE

No Charge

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$52.56	TOTAL COST:	$13,140
UNIT PROFIT (SUBSIDY):	$(52.56)	TOTAL PROFIT (SUBSIDY):	$(13,140)
TOTAL UNITS:	250	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$50 per permit

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TEMPORARY PARKING PERMIT	**S-143**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**250**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.50	$52.56	250	$13,140
		TYPE SUBTOTAL	**0.50**	**$52.56**		**$13,140**
		TOTALS	**0.50**	**$52.56**		**$13,140**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE REPOSSESSION PROCESSING	S-144

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	VEHICLE	

DESCRIPTION OF SERVICE

Processing a reported vehicle repossession.

CURRENT FEE STRUCTURE

$15 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	$15.00	TOTAL REVENUE:	$720
UNIT COST:	$23.35	TOTAL COST:	$1,121
UNIT PROFIT (SUBSIDY):	$(8.35)	TOTAL PROFIT (SUBSIDY):	$(401)
TOTAL UNITS:	48	PCT. COST RECOVERY:	64.23%

SUGGESTED FEE FOR COST RECOVERY OF: 65%

Fee is set by the State:

$15 per vehicle

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE REPOSSESSION PROCESSING	**S-144**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**48**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.33	$23.35	48	$1,121
		TYPE SUBTOTAL	**0.33**	**$23.35**		**$1,121**
		TOTALS	**0.33**	**$23.35**		**$1,121**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NEW	**S-145**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a new special work permit for card club employee/contractor, taxicab driver, or auto wrecking employee.

CURRENT FEE STRUCTURE

$196 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$196.00**	**TOTAL REVENUE:**	**$264,600**
UNIT COST:	**$178.84**	**TOTAL COST:**	**$241,434**
UNIT PROFIT (SUBSIDY):	**$17.16**	**TOTAL PROFIT (SUBSIDY):**	**$23,166**
TOTAL UNITS:	**1,350**	**PCT. COST RECOVERY:**	**109.60%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per permit

Includes $5 ID Card cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NEW	**S-145**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,350**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1,350	$9,572
POLICE SUPPORT	POLICE ASST-PT		0.74	$23.77	1,350	$32,090
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	1,350	$100,211
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	1,350	$47,763
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	1,350	$51,800
		TYPE SUBTOTAL	**1.99**	**$178.84**		**$241,434**
		TOTALS	**1.99**	**$178.84**		**$241,434**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - RENEWAL	**S-146**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a renewal special work permit for card club employee/contractor, taxicab driver, or auto wrecking employee.

CURRENT FEE STRUCTURE

$125 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$125.00**	**TOTAL REVENUE:**	**$6,250**
UNIT COST:	**$124.42**	**TOTAL COST:**	**$6,221**
UNIT PROFIT (SUBSIDY):	**$0.58**	**TOTAL PROFIT (SUBSIDY):**	**$29**
TOTAL UNITS:	**50**	**PCT. COST RECOVERY:**	**100.47%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$130 per permit

Includes $5 ID Card cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - RENEWAL	**S-146**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	50	$355
POLICE SUPPORT	POLICE ASST-PT		0.24	$7.71	50	$386
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	50	$3,712
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	50	$1,769
		TYPE SUBTOTAL	**0.99**	**$124.41**		**$6,221**
		TOTALS	**0.99**	**$124.42**		**$6,221**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NAME CHANGE	S-147

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	REQUEST	

DESCRIPTION OF SERVICE

Processing a name change for an existing special work permit for card club employee/contractor, taxicab driver, or auto wrecking employee.

CURRENT FEE STRUCTURE

$50 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$50.00	TOTAL REVENUE:	$1,800
UNIT COST:	$25.39	TOTAL COST:	$914
UNIT PROFIT (SUBSIDY):	$24.61	TOTAL PROFIT (SUBSIDY):	$886
TOTAL UNITS:	36	PCT. COST RECOVERY:	196.94%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per permit

Includes $5 ID Card cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NAME CHANGE	**S-147**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**36**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	POLICE ASST-PT		0.24	$7.71	36	$278
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.25	$17.69	36	$637
		TYPE SUBTOTAL	**0.49**	**$25.40**		**$914**
		TOTALS	**0.49**	**$25.39**		**$914**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
OTHER BUSINESS BACKGROUND CHECK	S-148

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	

DESCRIPTION OF SERVICE

Review of a background check of a business owner or employee that is required by the City.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$390.80	TOTAL COST:	$11,724
UNIT PROFIT (SUBSIDY):	$(390.80)	TOTAL PROFIT (SUBSIDY):	$(11,724)
TOTAL UNITS:	30	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$390 per application plus fingerprinting fee if needed.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
OTHER BUSINESS BACKGROUND CHECK	**S-148**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**30**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE SERGEANT		1.00	$224.04	30	$6,721
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.25	$26.28	30	$788
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	30	$213
POLICE SUPPORT	POLICE ASST-PT		0.74	$23.77	30	$713
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	30	$2,227
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	30	$1,061
		TYPE SUBTOTAL	**2.74**	**$390.79**		**$11,724**
		TOTALS	**2.74**	**$390.80**		**$11,724**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NEW CLUB EMPL	S-149

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a new special work permit for Gardena Card Club employees.

CURRENT FEE STRUCTURE

$125 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	$125.00	TOTAL REVENUE:	$18,750
UNIT COST:	$178.84	TOTAL COST:	$26,826
UNIT PROFIT (SUBSIDY):	$(53.84)	TOTAL PROFIT (SUBSIDY):	$(8,076)
TOTAL UNITS:	150	PCT. COST RECOVERY:	69.89%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$185 per permit plus DOJ fees

Includes $5 ID Card cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT - NEW CLUB EMPL	**S-149**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**150**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	150	$1,064
POLICE SUPPORT	POLICE ASST-PT		0.74	$23.77	150	$3,566
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	150	$11,135
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	150	$5,307
POLICE SUPPORT	POLICE SVCS OFFICER		0.50	$38.37	150	$5,756
		TYPE SUBTOTAL	**1.99**	**$178.84**		**$26,826**
		TOTALS	**1.99**	**$178.84**		**$26,826**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT-RENEW CLUB EMPL	**S-150**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	PERMIT	

DESCRIPTION OF SERVICE

Processing a renewal special work permit for card club employee/contractor, taxicab driver, or auto wrecking employee.

CURRENT FEE STRUCTURE

$125 per permit

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$125.00**	**TOTAL REVENUE:**	**$12,500**
UNIT COST:	**$124.41**	**TOTAL COST:**	**$12,441**
UNIT PROFIT (SUBSIDY):	**$0.59**	**TOTAL PROFIT (SUBSIDY):**	**$59**
TOTAL UNITS:	**100**	**PCT. COST RECOVERY:**	**100.47%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$130 per permit

Includes $5 ID Card cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL WORK PERMIT-RENEW CLUB EMPL	**S-150**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**100**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	100	$709
POLICE SUPPORT	POLICE ASST-PT		0.24	$7.71	100	$771
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	100	$7,423
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.50	$35.38	100	$3,538
		TYPE SUBTOTAL	**0.99**	**$124.41**		**$12,441**
		TOTALS	**0.99**	**$124.41**		**$12,441**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CURB PAINTING PERMIT	S-151

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	REQUEST	

DESCRIPTION OF SERVICE

Processing a request to paint a curb in the public right-of-way.

CURRENT FEE STRUCTURE

$1,424 per request

REVENUE AND COST COMPARISON

UNIT REVENUE:	$150.00	TOTAL REVENUE:	$150
UNIT COST:	$550.00	TOTAL COST:	$550
UNIT PROFIT (SUBSIDY):	$(400.00)	TOTAL PROFIT (SUBSIDY):	$(400)
TOTAL UNITS:	1	PCT. COST RECOVERY:	27.27%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$550 per request plus $1,500 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs for the painting of the curb if approved.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CURB PAINTING PERMIT	**S-151**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	RECORDS MANAGEMENT COORI		0.25	$21.96	1	$22
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	1	$291
ENGINEERING	CIVIL ENGINEER		0.25	$43.46	1	$43
POLICE OPERATIONS	POLICE SERGEANT		0.50	$112.02	1	$112
POLICE SUPPORT	EXECUTIVE ASST TO CHIEF O		0.08	$7.09	1	$7
POLICE SUPPORT	POLICE CHIEF		0.17	$74.23	1	$74
		TYPE SUBTOTAL	**3.25**	**$549.68**		**$550**
		TOTALS	**3.25**	**$550.00**		**$550**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE SECURITY SERVICES	S-152

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	HOUR	

DESCRIPTION OF SERVICE

Providing off-duty Police Officers for security at private events.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
POLICE SECURITY SERVICES	**S-152**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TAXICAB-PUBLIC CONVENIENCE	S-153

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CERTIFICATE	

DESCRIPTION OF SERVICE

Review Certificate for Taxicab/Public Convenience.

CURRENT FEE STRUCTURE

$200 per certificate

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TAXICAB-PUBLIC CONVENIENCE	**S-153**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE RELEASE	S-154

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	VEHICLE	

DESCRIPTION OF SERVICE

Collection and release of an impounded vehicle.

CURRENT FEE STRUCTURE

$260 per vehicle

REVENUE AND COST COMPARISON

UNIT REVENUE:	$260.00	TOTAL REVENUE:	$260,000
UNIT COST:	$208.01	TOTAL COST:	$208,010
UNIT PROFIT (SUBSIDY):	$51.99	TOTAL PROFIT (SUBSIDY):	$51,990
TOTAL UNITS:	1,000	PCT. COST RECOVERY:	124.99%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$210 per vehicle

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE RELEASE	**S-154**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1,000**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER		0.79	$135.66	1,000	$135,660
POLICE OPERATIONS	POLICE SERGEANT		0.17	$38.08	1,000	$38,080
POLICE SUPPORT	POLICE ASST-PT		0.34	$10.92	1,000	$10,920
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.33	$23.35	1,000	$23,350
		TYPE SUBTOTAL	**1.63**	**$208.01**		**$208,010**
		TOTALS	**1.63**	**$208.01**		**$208,010**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE EQUIP CORRECTION SIGN OFF	S-155

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	CITATION	

DESCRIPTION OF SERVICE

Sign-off of vehicle/equipment correction citation.

CURRENT FEE STRUCTURE

Resident - No Charge
Non-Resident - $40 per citation

REVENUE AND COST COMPARISON

UNIT REVENUE:	$40.00	TOTAL REVENUE:	$2,000
UNIT COST:	$51.52	TOTAL COST:	$2,576
UNIT PROFIT (SUBSIDY):	$(11.52)	TOTAL PROFIT (SUBSIDY):	$(576)
TOTAL UNITS:	50	PCT. COST RECOVERY:	77.64%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Resident - No Charge
Non-Resident - $50 per citation

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
VEHICLE EQUIP CORRECTION SIGN OFF	**S-155**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**50**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER		0.30	$51.52	50	$2,576
		TYPE SUBTOTAL	**0.30**	**$51.52**		**$2,576**
		TOTALS	**0.30**	**$51.52**		**$2,576**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PUBLIC DISTURBANCE RESPONSE	**S-156**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	

DESCRIPTION OF SERVICE

Police time spent responding to public disturbances.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$340.01**	**TOTAL COST:**	**$2,142,063**
UNIT PROFIT (SUBSIDY):	**$(340.01)**	**TOTAL PROFIT (SUBSIDY):**	**$(2,142,063)**
TOTAL UNITS:	**6,300**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

First response in a 24 hour period - No Charge
Each subsequent response - $340 per response or actual cost of all responding personnel as determined by City staff.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PUBLIC DISTURBANCE RESPONSE	**S-156**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6,300**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER		1.98	$340.01	6,300	$2,142,063
		TYPE SUBTOTAL	**1.98**	**$340.01**		**$2,142,063**
		TOTALS	**1.98**	**$340.01**		**$2,142,063**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DUI COLLISION RESPONSE	S-157

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	RESPONSE	

DESCRIPTION OF SERVICE

Response to a traffic collision which was related to a DUI.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$343.37	TOTAL COST:	$34,337
UNIT PROFIT (SUBSIDY):	$(343.37)	TOTAL PROFIT (SUBSIDY):	$(34,337)
TOTAL UNITS:	100	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all responding emergency personnel involved plus any outside contract costs, up to a maximum of $12,000.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DUI COLLISION RESPONSE	**S-157**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**100**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER		2.00	$343.37	100	$34,337
		TYPE SUBTOTAL	**2.00**	**$343.37**		**$34,337**
		TOTALS	**2.00**	**$343.37**		**$34,337**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONCEALED WEAPON PERMIT	**S-158**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	APPLICATION	

DESCRIPTION OF SERVICE

Processing a request for a concealed weapon permit within the City.

CURRENT FEE STRUCTURE

New - $369 per application
Renewal - $25 plus $50 card
Replacement/Amendment - $10 plus $50 card
Psychological Testing - $150

Plus Fingerprinting and DOJ costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$958.31**	**TOTAL COST:**	**$62,290**
UNIT PROFIT (SUBSIDY):	**$(958.31)**	**TOTAL PROFIT (SUBSIDY):**	**$(62,290)**
TOTAL UNITS:	**65**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

New - $1,010 per application (including $50 ID Card cost)
Renewal - $25 plus $50 card
Replacement/Amendment - $10 plus $50 card
Psychological Testing - $150

Plus Fingerprinting and DOJ costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONCEALED WEAPON PERMIT	**S-158**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**65**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE OFFICER		3.00	$515.13	65	$33,483
POLICE SUPPORT	ADMIN ANALYST I/II-PT		1.00	$83.33	65	$5,416
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	65	$14,191
POLICE SUPPORT	POLICE RECORDS TECH I/II		2.00	$141.52	65	$9,199
		TYPE SUBTOTAL	**6.50**	**$958.31**		**$62,290**
		TOTALS	**6.50**	**$958.31**		**$62,290**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRUSTEE JAIL RATE	S-159

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
POLICE	DAY	

DESCRIPTION OF SERVICE

Fee associated with time in Jail.

CURRENT FEE STRUCTURE

First Day - $319
Each Additional Day - $100

REVENUE AND COST COMPARISON

UNIT REVENUE:	$419.00	TOTAL REVENUE:	$419
UNIT COST:	$412.00	TOTAL COST:	$412
UNIT PROFIT (SUBSIDY):	$7.00	TOTAL PROFIT (SUBSIDY):	$7
TOTAL UNITS:	1	PCT. COST RECOVERY:	101.70%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

This fee should be removed from the fee schedule as the service is no longer provided.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRUSTEE JAIL RATE	**S-159**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
POLICE OPERATIONS	POLICE SERGEANT		0.32	$71.69	1	$72
POLICE SUPPORT	ADMIN SUPPORT SVCS SUPV		0.08	$8.41	1	$8
POLICE SUPPORT	POLICE LIEUTENANT		0.17	$49.59	1	$50
POLICE SUPPORT	POLICE RECORDS TECH I/II		0.25	$17.69	1	$18
POLICE SUPPORT	POLICE SVCS OFFICER		1.50	$115.11	1	$115
		TYPE SUBTOTAL	**2.32**	**$262.49**		**$262**
POLICE OPERATIONS	POLICE SERGEANT	Each Additional Day	0.32	$71.69	1	$72
POLICE SUPPORT	POLICE SVCS OFFICER	Each Addtional Day	1.01	$77.51	1	$78
		TYPE SUBTOTAL	**1.33**	**$149.20**		**$149**
		TOTALS	**3.65**	**$412.00**		**$412**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH SPORTS PROGRAMS	S-160

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing youth sports to the community.

CURRENT FEE STRUCTURE

Diamond 2 - $35 per participant
TK-K Grade - $30 per participant
Introduction to Flag Football - $35 per participant
Baseball - $60 per participant

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$17,521.00**	**TOTAL REVENUE:**	**$17,521**
UNIT COST:	**$634,596.00**	**TOTAL COST:**	**$634,596**
UNIT PROFIT (SUBSIDY):	**$(617,075.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(617,075)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**2.76%**

SUGGESTED FEE FOR COST RECOVERY OF: 5%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH SPORTS PROGRAMS	S-160
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	20% Of 1	322.84	$59,890.05	1	$59,890
LEISURE SVCS	ADMIN AIDE	2% Of 1	32.30	$4,778.14	1	$4,778
LEISURE SVCS	ACTIVITY COORD-PT	7% Of $34,490	189.28	$14,794.12	1	$14,794
LEISURE SVCS	ADMIN COORD	2%	32.28	$5,265.84	1	$5,266
LEISURE SVCS	COMM CENTER COORD	5%	80.70	$10,856.57	1	$10,857
LEISURE SVCS	CUSTOMER SVC CLERK - PT	5%	104.00	$5,933.20	1	$5,933
LEISURE SVCS	DIR OF RECREATION	3%	47.07	$17,002.15	1	$17,002
LEISURE SVCS	OFFICE SPECIALIST - PT	5% Of 1.25 FTE	130.00	$7,601.10	1	$7,601
LEISURE SVCS	REC COORD	25% Of 3	1,210.50	$143,940.56	1	$143,941
LEISURE SVCS	REC LEADER I/II-PT	20% Of $428,503	5,175.04	$246,642.41	1	$246,642
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	5%	78.45	$20,140.47	1	$20,140
LEISURE SVCS	REC SUPERVISOR	20% Of 1	322.80	$47,751.80	1	$47,752
LEISURE SVCS		Expenses	0.00	$50,000.00	1	$50,000
		TYPE SUBTOTAL	**7,725.26**	**$634,596.41**		**$634,596**
		TOTALS	**7,725.26**	**$634,596.00**		**$634,596**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADULT SPORTS PROGRAMS	**S-161**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing adults sports to the community.

CURRENT FEE STRUCTURE

Coed Softball:
Fall 2023 Friday Nights - $300 per team
Winter 2023 - $300 per team
Summer 2023 - $330 per team

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$18,000.00**	**TOTAL REVENUE:**	**$18,000**
UNIT COST:	**$179,225.00**	**TOTAL COST:**	**$179,225**
UNIT PROFIT (SUBSIDY):	**$(161,225.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(161,225)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**10.04%**

SUGGESTED FEE FOR COST RECOVERY OF: 8%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ADULT SPORTS PROGRAMS	**S-161**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	10% Of 1	161.36	$29,933.89	1	$29,934
LEISURE SVCS	ADMIN AIDE	1% Of 1	16.15	$2,389.07	1	$2,389
LEISURE SVCS	ACTIVITY COORD-PT	3% Of $34,490	81.12	$6,340.34	1	$6,340
LEISURE SVCS	ADMIN COORD	1%	16.14	$2,632.92	1	$2,633
LEISURE SVCS	COMM CENTER COORD	2%	32.28	$4,342.63	1	$4,343
LEISURE SVCS	CUSTOMER SVC CLERK - PT	2%	41.60	$2,373.28	1	$2,373
LEISURE SVCS	DIR OF RECREATION	2%	31.38	$11,334.77	1	$11,335
LEISURE SVCS	OFFICE SPECIALIST - PT	2% Of 1.25 FTE	52.00	$3,040.44	1	$3,040
LEISURE SVCS	REC COORD	3% Of 3	145.26	$17,272.87	1	$17,273
LEISURE SVCS	REC LEADER I/II-PT	5% Of $428,503	1,293.76	$61,660.60	1	$61,661
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	1%	15.69	$4,028.09	1	$4,028
LEISURE SVCS	REC SUPERVISOR	10% Of 1	161.40	$23,875.90	1	$23,876
LEISURE SVCS		Expenses	0.00	$10,000.00	1	$10,000
		TYPE SUBTOTAL	**2,048.14**	**$179,224.80**		**$179,225**
		TOTALS	**2,048.14**	**$179,225.00**		**$179,225**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONTRACT RECREATION CLASSES	**S-162**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing contract recreation classes to the community.

CURRENT FEE STRUCTURE

Various fees in which the contract receives 90% and the City receives 10%

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$60,000.00**	**TOTAL REVENUE:**	**$60,000**
UNIT COST:	**$344,248.00**	**TOTAL COST:**	**$344,248**
UNIT PROFIT (SUBSIDY):	**$(284,248.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(284,248)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**17.43%**

SUGGESTED FEE FOR COST RECOVERY OF: 37%

See Appendix C of this Report for Direct Cost recovery detail.

The City should explore changing the allocations between the contract instructors and the City over time to 70%/30%, which is more of an industry standard.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONTRACT RECREATION CLASSES	**S-162**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	10% Of 1	161.36	$29,933.89	1	$29,934
LEISURE SVCS	ADMIN AIDE	3% Of 1	48.44	$7,165.73	1	$7,166
LEISURE SVCS	ACTIVITY COORD-PT	5% Of $34,490	135.20	$10,567.23	1	$10,567
LEISURE SVCS	ADMIN COORD	3%	48.42	$7,898.75	1	$7,899
LEISURE SVCS	COMM CENTER COORD	25%	403.50	$54,282.86	1	$54,283
LEISURE SVCS	CUSTOMER SVC CLERK - PT	25%	520.00	$29,666.00	1	$29,666
LEISURE SVCS	DIR OF RECREATION	2%	31.38	$11,334.77	1	$11,335
LEISURE SVCS	OFFICE SPECIALIST - PT	25% Of 1.25 FTE	650.00	$38,005.50	1	$38,006
LEISURE SVCS	REC COORD	3% Of 3	145.26	$17,272.87	1	$17,273
LEISURE SVCS	REC LEADER I/II-PT	5% Of $428,503	1,293.76	$61,660.60	1	$61,661
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	3%	47.07	$12,084.28	1	$12,084
LEISURE SVCS	REC SUPERVISOR	10% Of 1	161.40	$23,875.90	1	$23,876
LEISURE SVCS		Expenses	0.00	$40,500.00	1	$40,500
		TYPE SUBTOTAL	**3,645.79**	**$344,248.38**		**$344,248**
		TOTALS	**3,645.79**	**$344,248.00**		**$344,248**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CITY SPECIAL EVENTS	**S-163**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing various special events to the community.

CURRENT FEE STRUCTURE

Craft Fair - $40 per vendor booth
plus $65 per retail vendor
Easter Eggstavaganza - $8 per participant
Kids Night Out - LA Kings - $25 per participant

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$20,000.00**	**TOTAL REVENUE:**	**$20,000**
UNIT COST:	**$1,306,496.00**	**TOTAL COST:**	**$1,306,496**
UNIT PROFIT (SUBSIDY):	**$(1,286,496.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,286,496)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**1.53%**

SUGGESTED FEE FOR COST RECOVERY OF: 3%

See Appendix C of this Report for Direct Cost recovery detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CITY SPECIAL EVENTS	S-163
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
REC & HS BUILDING / FA	REC SUPERVISOR	25% Of 1	403.50	$52,576.05	1	$52,576
LEISURE SVCS	ADMIN AIDE	10% Of 1	161.48	$23,887.74	1	$23,888
LEISURE SVCS	ACTIVITY COORD-PT	55% Of $34,490	1,487.20	$116,239.55	1	$116,240
LEISURE SVCS	ADMIN COORD	10%	161.40	$26,329.18	1	$26,329
LEISURE SVCS	COMM CENTER COORD	50%	807.00	$108,565.71	1	$108,566
LEISURE SVCS	CUSTOMER SVC CLERK - PT	50%	1,040.00	$59,332.00	1	$59,332
LEISURE SVCS	DIR OF RECREATION	8%	125.27	$45,248.78	1	$45,249
LEISURE SVCS	OFFICE SPECIALIST - PT	50% Of 1.25 FTE	1,300.00	$76,011.00	1	$76,011
LEISURE SVCS	REC COORD	35% Of 3	1,693.95	$201,427.59	1	$201,428
LEISURE SVCS	REC LEADER I/II-PT	30% Of $428,503	7,762.56	$369,963.61	1	$369,964
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	8%	125.52	$32,224.75	1	$32,225
LEISURE SVCS	REC SUPERVISOR	25% Of 1	403.50	$59,689.76	1	$59,690
LEISURE SVCS		Expenses	0.00	$115,000.00	1	$115,000
LEISURE SVCS		Golf Tourn Expenses	0.00	$20,000.00	1	$20,000
		TYPE SUBTOTAL	**15,471.38**	**$1,306,495.72**		**$1,306,496**
		TOTALS	**15,471.38**	**$1,306,496.00**		**$1,306,496**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AFTERSCHOOL PROGRAM	**S-164**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing afterschool programs to the community.

CURRENT FEE STRUCTURE

$40 per participant per week
$5 sibling discount

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$173,857.00**	**TOTAL REVENUE:**	**$173,857**
UNIT COST:	**$676,569.00**	**TOTAL COST:**	**$676,569**
UNIT PROFIT (SUBSIDY):	**$(502,712.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(502,712)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**25.70%**

SUGGESTED FEE FOR COST RECOVERY OF: 49%

See Appendix C of this Report for Direct Cost recovery detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
AFTERSCHOOL PROGRAM	**S-164**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	15% Of 1	242.10	$44,911.97	1	$44,912
LEISURE SVCS	ADMIN AIDE	2% Of 1	32.30	$4,778.14	1	$4,778
LEISURE SVCS	ACTIVITY COORD-PT	20% Of $34,490	540.80	$42,268.93	1	$42,269
LEISURE SVCS	ADMIN COORD	2%	32.28	$5,265.84	1	$5,266
LEISURE SVCS	COMM CENTER COORD	2%	32.28	$4,342.63	1	$4,343
LEISURE SVCS	CUSTOMER SVC CLERK - PT	2%	41.60	$2,373.28	1	$2,373
LEISURE SVCS	DIR OF RECREATION	3%	47.07	$17,002.15	1	$17,002
LEISURE SVCS	OFFICE SPECIALIST - PT	2% Of 1.25 FTE	52.00	$3,040.44	1	$3,040
LEISURE SVCS	REC COORD	22% Of 3	1,065.24	$126,667.69	1	$126,668
LEISURE SVCS	REC LEADER I/II-PT	30% Of $428,503	7,762.56	$369,963.61	1	$369,964
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	5%	78.45	$20,140.47	1	$20,140
LEISURE SVCS	REC SUPERVISOR	15% Of 1	242.10	$35,813.85	1	$35,814
		TYPE SUBTOTAL	**10,168.78**	**$676,569.00**		**$676,569**
		TOTALS	**10,168.78**	**$676,569.00**		**$676,569**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH CAMPS	S-165

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing youth camps to the community.

CURRENT FEE STRUCTURE

$270 per participant per week

REVENUE AND COST COMPARISON

UNIT REVENUE:	$49,607.00	TOTAL REVENUE:	$49,607
UNIT COST:	$174,451.00	TOTAL COST:	$174,451
UNIT PROFIT (SUBSIDY):	$(124,844.00)	TOTAL PROFIT (SUBSIDY):	$(124,844)
TOTAL UNITS:	1	PCT. COST RECOVERY:	28.44%

SUGGESTED FEE FOR COST RECOVERY OF: 56%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH CAMPS	S-165
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	3% Of 1	48.42	$8,982.39	1	$8,982
LEISURE SVCS	ADMIN AIDE	1% Of 1	16.15	$2,389.07	1	$2,389
LEISURE SVCS	ACTIVITY COORD-PT	5% Of $34,490	135.20	$10,567.23	1	$10,567
LEISURE SVCS	ADMIN COORD	1%	16.14	$2,632.92	1	$2,633
LEISURE SVCS	COMM CENTER COORD	2%	32.28	$4,342.63	1	$4,343
LEISURE SVCS	CUSTOMER SVC CLERK - PT	2%	41.60	$2,373.28	1	$2,373
LEISURE SVCS	DIR OF RECREATION	1%	15.69	$5,667.38	1	$5,667
LEISURE SVCS	OFFICE SPECIALIST - PT	2% Of 1.25 FTE	52.00	$3,040.44	1	$3,040
LEISURE SVCS	REC COORD	10% Of 3	484.20	$57,576.22	1	$57,576
LEISURE SVCS	REC LEADER I/II-PT	5% Of $428,503	1,293.76	$61,660.60	1	$61,661
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	2%	31.38	$8,056.19	1	$8,056
LEISURE SVCS	REC SUPERVISOR	3%	48.42	$7,162.77	1	$7,163
		TYPE SUBTOTAL	**2,215.24**	**$174,451.12**		**$174,451**
		TOTALS	**2,215.24**	**$174,451.00**		**$174,451**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
THERAPEUTIC RECREATION	S-166

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Providing Therapeutic Recreation services to the community.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$1,000.00	TOTAL REVENUE:	$1,000
UNIT COST:	$122,988.00	TOTAL COST:	$122,988
UNIT PROFIT (SUBSIDY):	$(121,988.00)	TOTAL PROFIT (SUBSIDY):	$(121,988)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.81%

SUGGESTED FEE FOR COST RECOVERY OF: 2%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
THERAPEUTIC RECREATION	**S-166**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	REC SUPERVISOR	2% Of 1	32.32	$5,995.68	1	$5,996
LEISURE SVCS	ADMIN AIDE	1% Of 1	16.15	$2,389.07	1	$2,389
LEISURE SVCS	ACTIVITY COORD-PT	5% Of $34,490	135.20	$10,567.23	1	$10,567
LEISURE SVCS	ADMIN COORD	1%	16.14	$2,632.92	1	$2,633
LEISURE SVCS	COMM CENTER COORD	2%	32.28	$4,342.63	1	$4,343
LEISURE SVCS	CUSTOMER SVC CLERK - PT	2%	41.60	$2,373.28	1	$2,373
LEISURE SVCS	DIR OF RECREATION	1%	15.69	$5,667.38	1	$5,667
LEISURE SVCS	OFFICE SPECIALIST - PT	2% Of 1.25 FTE	52.00	$3,040.44	1	$3,040
LEISURE SVCS	REC COORD	2% Of 3	96.84	$11,515.24	1	$11,515
LEISURE SVCS	REC LEADER I/II-PT	5% Of $428,503	1,293.76	$61,660.60	1	$61,661
LEISURE SVCS	REC PROGRAM ADMINISTRATOR	1%	15.69	$4,028.09	1	$4,028
LEISURE SVCS	REC SUPERVISOR	2%	32.28	$4,775.18	1	$4,775
LEISURE SVCS		Expenses	0.00	$4,000.00	1	$4,000
		TYPE SUBTOTAL	**1,779.95**	**$122,987.74**		**$122,988**
		TOTALS	**1,779.95**	**$122,988.00**		**$122,988**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH & FAMILY SERVICES	S-167

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing youth and family services to the community.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$180,268.00	TOTAL COST:	$180,268
UNIT PROFIT (SUBSIDY):	$(180,268.00)	TOTAL PROFIT (SUBSIDY):	$(180,268)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 0%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
YOUTH & FAMILY SERVICES	**S-167**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	ADMIN COORD	5%	80.70	$14,634.14	1	$14,634
H.S. YOUTH / FAMILY SV	INTERN	50% Of $23,363	624.00	$39,218.40	1	$39,218
LEISURE SVCS		Excursion Expenses	0.00	$2,000.00	1	$2,000
HS YOUTH/FAM SVCS - (	HOMELESS COORDINATOR	15%	242.10	$23,955.80	1	$23,956
PROGRAMS - 415_CDBC	COMM SVCS COUNSELOR	50%	807.00	$75,510.99	1	$75,511
PROGRAMS - 415_CDBC	HUMAN SVCS AIDE	100% Of $13,090	728.00	$24,948.56	1	$24,949
		TYPE SUBTOTAL	**2,481.80**	**$180,267.89**		**$180,268**
		TOTALS	**2,481.80**	**$180,268.00**		**$180,268**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CHILD CARE SERVICES	**S-168**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing child care services to the community.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$50,000.00**	**TOTAL COST:**	**$50,000**
UNIT PROFIT (SUBSIDY):	**$(50,000.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(50,000)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 0%

See Appendix C of this Report for Direct Cost recovery detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CHILD CARE SERVICES	S-168
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LEISURE SVCS		Ext Day Care Exp	0.00	$50,000.00	1	$50,000
		TYPE SUBTOTAL	**0.00**	**$50,000.00**		**$50,000**
		TOTALS	**0.00**	**$50,000.00**		**$50,000**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR DAY CARE	**S-169**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing senior day care services to the community.

CURRENT FEE STRUCTURE

This is a new program.

The per-day fee ranges from $25-$79 depending on income.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$229,138.00**	**TOTAL COST:**	**$229,138**
UNIT PROFIT (SUBSIDY):	**$(229,138.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(229,138)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 0%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR DAY CARE	**S-169**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	ADMIN COORD	5%	80.70	$14,634.14	1	$14,634
H.S. YOUTH / FAMILY SV	HUMAN SVCS AIDE	15% Of $36,123	296.40	$19,577.22	1	$19,577
PROGRAMS - 302_SCAM	HUMAN SERVICES COORD	10% Of 1	161.40	$20,515.55	1	$20,516
PROGRAMS - 302_SCAM	MEAL SERVICES COORD-PT	20% Of $33,406	403.52	$21,188.84	1	$21,189
SENIOR CITIZEN'S DAY	CERTIFIED NURSING ASST-PT	$47,804	2,995.20	$142,421.76	1	$142,422
SENIOR CITIZEN'S DAY		Contracts	0.00	$10,800.00	1	$10,800
		TYPE SUBTOTAL	**3,937.22**	**$229,137.51**		**$229,138**
		TOTALS	**3,937.22**	**$229,138.00**		**$229,138**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR MEALS	**S-170**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing senior nutrition programs to the community.

CURRENT FEE STRUCTURE

Grant Funding

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$498,376.00**	**TOTAL REVENUE:**	**$498,376**
UNIT COST:	**$926,440.00**	**TOTAL COST:**	**$926,440**
UNIT PROFIT (SUBSIDY):	**$(428,064.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(428,064)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**53.79%**

SUGGESTED FEE FOR COST RECOVERY OF: 97%

See Appendix C of this Report for Direct Cost recovery detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR MEALS	**S-170**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	ADMIN COORD	20%	322.80	$58,536.55	1	$58,537
H.S. YOUTH / FAMILY SV	COMM SVCS COUNSELOR	5%	80.70	$14,256.46	1	$14,256
H.S. YOUTH / FAMILY SV	HUMAN SVCS AIDE	45% Of $36,123	889.20	$58,731.66	1	$58,732
PROGRAMS - 302_SCAN	HUMAN SERVICES COORD	40% Of 1	645.60	$82,062.22	1	$82,062
PROGRAMS - 302_SCAN	MEAL SERVICES COORD-PT	70% Of $33,406	1,412.32	$74,160.92	1	$74,161
PROGRAMS - 302_SCAN	NUTRITION SVCS COORD	50%	807.00	$93,902.52	1	$93,903
PROGRAMS - 302_SCAN		Contract Services	0.00	$130,000.00	1	$130,000
PROGRAMS - 303_SCAN	NUTRITION SVCS COORD	90%	1,452.60	$171,130.81	1	$171,131
PROGRAMS - 303_SCAN	REC LEADER I/II-PT	$25,794	1,539.20	$82,824.35	1	$82,824
PROGRAMS - 303_SCAN		Contract Services	0.00	$69,086.00	1	$69,086
PROGRAMS - 304_SUPP	GERIATRIC AIDE-PT	$13,279	832.00	$39,237.12	1	$39,237
PROGRAMS - 304_SUPP	NUTRITION SVCS COORD	30%	484.20	$52,511.49	1	$52,511
		TYPE SUBTOTAL	**8,465.62**	**$926,440.10**		**$926,440**
		TOTALS	**8,465.62**	**$926,440.00**		**$926,440**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR ACTIVITIES	**S-171**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing senior activity programs to the community.

CURRENT FEE STRUCTURE

Grant Funding

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$119,000.00**	**TOTAL REVENUE:**	**$119,000**
UNIT COST:	**$150,041.00**	**TOTAL COST:**	**$150,041**
UNIT PROFIT (SUBSIDY):	**$(31,041.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(31,041)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**79.31%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

See Appendix C of this Report for Direct Cost recovery detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SENIOR ACTIVITIES	**S-171**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	ADMIN COORD	10%	161.40	$29,268.28	1	$29,268
H.S. YOUTH / FAMILY SV	HUMAN SVCS AIDE	25% Of $36,123	494.00	$32,628.70	1	$32,629
PROGRAMS - 302_SCAN	HUMAN SERVICES COORD	20% Of 1	322.80	$41,031.11	1	$41,031
PROGRAMS - 302_SCAN	MEAL SERVICES COORD-PT	10% Of $33,406	201.76	$10,594.42	1	$10,594
PROGRAMS - 303_SCAN	NUTRITION SVCS COORD	10%	161.40	$19,014.53	1	$19,015
PROGRAMS - 304_SUPP	NUTRITION SVCS COORD	10%	161.40	$17,503.83	1	$17,504
		TYPE SUBTOTAL	**1,502.76**	**$150,040.87**		**$150,041**
		TOTALS	**1,502.76**	**$150,041.00**		**$150,041**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EMERGENCY CRISIS SUPPORT SERVICES	**S-172**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
HUMAN SERVICES	N/A	

DESCRIPTION OF SERVICE

Providing emergency crisis support programs to those in need in the community.

CURRENT FEE STRUCTURE

Grant Funding

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$68,883.00**	**TOTAL REVENUE:**	**$68,883**
UNIT COST:	**$309,316.00**	**TOTAL COST:**	**$309,316**
UNIT PROFIT (SUBSIDY):	**$(240,433.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(240,433)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**22.27%**

SUGGESTED FEE FOR COST RECOVERY OF: 46%

See Appendix C of this Report for Direct Cost recovery detail.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
EMERGENCY CRISIS SUPPORT SERVICES	**S-172**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
H.S. YOUTH / FAMILY SV	COMM SVCS COUNSELOR	30%	484.20	$85,538.77	1	$85,539
H.S. YOUTH / FAMILY SV	HUMAN SVCS AIDE	15% Of $36,123	296.40	$19,577.22	1	$19,577
H.S. YOUTH / FAMILY SV	INTERN	50% Of $23,363	624.00	$39,218.40	1	$39,218
HS YOUTH/FAM SVCS - (	HOMELESS COORDINATOR	75%	1,210.50	$119,778.98	1	$119,779
HS YOUTH/FAM SVCS - (		Contract Services	0.00	$45,203.00	1	$45,203
		TYPE SUBTOTAL	**2,615.10**	**$309,316.37**		**$309,316**
		TOTALS	**2,615.10**	**$309,316.00**		**$309,316**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RECREATION FACILITY RENTAL	**S-173**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
RECREATION	N/A	

DESCRIPTION OF SERVICE

Rental of various City Recreation facilities to the public.

CURRENT FEE STRUCTURE

See Appendix D of this Report for fee detail.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$75,000.00**	**TOTAL REVENUE:**	**$75,000**
UNIT COST:	**$266,495.00**	**TOTAL COST:**	**$266,495**
UNIT PROFIT (SUBSIDY):	**$(191,495.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(191,495)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**28.14%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

See Appendix D of this Report for fee detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RECREATION FACILITY RENTAL	**S-173**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
LEISURE SVCS		Facility Maintenance	0.00	$266,495.00	1	$266,495
		TYPE SUBTOTAL	**0.00**	**$266,495.00**		**$266,495**
		TOTALS	**0.00**	**$266,495.00**		**$266,495**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BALLFIELD MAINTENANCE/RENTAL	**S-174**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PARK MAINTENANCE	N/A	

DESCRIPTION OF SERVICE

Rental of various City Ballfield facilities to the public.

CURRENT FEE STRUCTURE

See Appendix D of this Report for fee detail.

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

See Appendix D of this Report for fee detail.

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BALLFIELD MAINTENANCE/RENTAL	**S-174**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PARK MAINT / SPECIAL I	PARK MAINT WORKER I/II	????	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRANSIT SPECIAL SERVICES	**S-175**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
TRANSIT	N/A	

DESCRIPTION OF SERVICE

Special Transit services provided to special groups or businesses.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Temporary Bus Stop Closure or Removal:
$500 per day per bus stop closed or impacted.
Late/extension fees:
$300 Late fee for failing to provide minimum notice.
$300 extension fee if the Transit Impact will extend to 30 days or longer

City Vehicle Maintenance - Actual Costs
Private Special Event Transportation - Actual Costs
Senior Excursion Transportation - Actual Costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
TRANSIT SPECIAL SERVICES	**S-175**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL EVENT SET-UP/CLEAN-UP	**S-176**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	EVENT	

DESCRIPTION OF SERVICE

Set-up and clean-up of a private special event in the public right-of-way.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SPECIAL EVENT SET-UP/CLEAN-UP	**S-176**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PUBLIC PROPERTY DAMAGE REPAIR	**S-177**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	INCIDENT	

DESCRIPTION OF SERVICE

Repair of damage to City property due to the actions of a private individual.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$0.00**	**TOTAL COST:**	**$0**
UNIT PROFIT (SUBSIDY):	**$0.00**	**TOTAL PROFIT (SUBSIDY):**	**$0**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PUBLIC PROPERTY DAMAGE REPAIR	**S-177**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET MAINTENANCE	STREET MAINT WORKER	Actual Costs	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RIGHT OF WAY CLEAN UP RESPONSE	S-178

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	INCIDENT	

DESCRIPTION OF SERVICE

Clean-up of public right-of-way needed due to the actions of a private individual.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
RIGHT OF WAY CLEAN UP RESPONSE	S-178
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
STREET MAINTENANCE	STREET MAINT WORKER	Actual Costs	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER SPILL RESPONSE	S-179

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PUBLIC WORKS	INCIDENT	

DESCRIPTION OF SERVICE

Response to a sewage spill in the public right-of-way from a source on private property.

CURRENT FEE STRUCTURE

Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the fully allocated hourly rates for all personnel involved plus any outside contract costs.

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
SEWER SPILL RESPONSE	**S-179**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
SEWER LINE MAINTENA	RIGHT-OF-WAY MAINT WORKER	Actual Costs	0.00	$0.00	1	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BUSINESS LICENSE RENEWAL PROCESSING	**S-180**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
FINANCE		

DESCRIPTION OF SERVICE

Processing business license renewal applications.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$21.74**	**TOTAL COST:**	**$119,570**
UNIT PROFIT (SUBSIDY):	**$(21.74)**	**TOTAL PROFIT (SUBSIDY):**	**$(119,570)**
TOTAL UNITS:	**5,500**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$22 per renewal

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
BUSINESS LICENSE RENEWAL PROCESSING	**S-180**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5,500**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
FISCAL RESOURCES	JR ACCOUNTANT	70% Of 1/5% Of 1	0.22	$21.74	5,500	$119,570
		TYPE SUBTOTAL	**0.22**	**$21.74**		**$119,570**
		TOTALS	**0.22**	**$21.74**		**$119,570**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NON-SUFFICIENT FUNDS CHECK PROCESS	S-181

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY TREASURER	NSF CHECK	

DESCRIPTION OF SERVICE

Processing a non-sufficient funds check.

CURRENT FEE STRUCTURE

First NSF check - $25
Each subsequent NSF check - $35

REVENUE AND COST COMPARISON

UNIT REVENUE:	$25.00	TOTAL REVENUE:	$500
UNIT COST:	$70.20	TOTAL COST:	$1,404
UNIT PROFIT (SUBSIDY):	$(45.20)	TOTAL PROFIT (SUBSIDY):	$(904)
TOTAL UNITS:	20	PCT. COST RECOVERY:	35.61%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$70 per NSF check

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NON-SUFFICIENT FUNDS CHECK PROCESS	**S-181**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**20**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY TREASURER	DEPUTY CITY TREASURER		0.50	$59.26	20	$1,185
FISCAL RESOURCES	SR ACCOUNT CLERK		0.17	$10.92	20	$218
		TYPE SUBTOTAL	**0.67**	**$70.18**		**$1,404**
		TOTALS	**0.67**	**$70.20**		**$1,404**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CREDIT CARD TRANSACTION PROCESSING	S-182

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY TREASURER	N/A	

DESCRIPTION OF SERVICE

Recovery of bank merchant fees related to credit card transactions.

CURRENT FEE STRUCTURE

Actual Cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$0.00	TOTAL COST:	$0
UNIT PROFIT (SUBSIDY):	$0.00	TOTAL PROFIT (SUBSIDY):	$0
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Charge the actual third party vendor costs

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CREDIT CARD TRANSACTION PROCESSING	**S-182**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
			0.00	$0.00	0	$0
		TYPE SUBTOTAL	**0.00**	**$0.00**		**$0**
		TOTALS	**0.00**	**$0.00**		**$0**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DOCUMENT REPRODUCTION	**S-183**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	COPY	

DESCRIPTION OF SERVICE

Reproduction of City documents by request under the terms of the Public Records Act.

CURRENT FEE STRUCTURE

Photocopies:
8.5x11 B/W - $0.15 per page 8.5x11 Color - $0.20 per page
Special Paper - $1 per page
City Council minutes - $24 per year
Microfilm records - $24
Fax - $0.15 per page
Scanning - various fees ranging from $0.10 to $1 depending on size
Outside Reproduction - Actual Cost
Mailed - Actual Costs

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$0.00**	**TOTAL REVENUE:**	**$0**
UNIT COST:	**$1.00**	**TOTAL COST:**	**$1**
UNIT PROFIT (SUBSIDY):	**$(1.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(1)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**0.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 30%

Fees are limited by the Public Records Act:

First 10 pages at no charge, then:
$0.20 per page
FPPC-related documents - $0.10 per page

Outside Reproduction - Actual Cost
Mailed - Actual Costs

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DOCUMENT REPRODUCTION	**S-183**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CUSTOMER SVCS CLERK I/II		0.01	$0.71	1	$1
		TYPE SUBTOTAL	**0.01**	**$0.71**		**$1**
		TOTALS	**0.01**	**$1.00**		**$1**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ELECTRONIC FILE COPY	S-184

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	DEVICE	

DESCRIPTION OF SERVICE

Providing an electronic copy of a City document on a physical device on request.

CURRENT FEE STRUCTURE

Audio/Visual per CD, DVD, PRA - $50
911 calls - $50
Tape & Video per CD/DVD or USB - $20

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$20.00**	**TOTAL REVENUE:**	**$20**
UNIT COST:	**$7.00**	**TOTAL COST:**	**$7**
UNIT PROFIT (SUBSIDY):	**$13.00**	**TOTAL PROFIT (SUBSIDY):**	**$13**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**285.71%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$10 per device

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
ELECTRONIC FILE COPY	S-184
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	1

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	RECORDS MANAGEMENT COORI		0.08	$7.03	1	$7
		TYPE SUBTOTAL	**0.08**	**$7.03**		**$7**
		TOTALS	**0.08**	**$7.00**		**$7**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DOCUMENT CERTIFICATION	S-185

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	DOCUMENT	

DESCRIPTION OF SERVICE

Certification of a City document on request.

CURRENT FEE STRUCTURE

$34 per document

REVENUE AND COST COMPARISON

UNIT REVENUE:	$34.00	TOTAL REVENUE:	$34
UNIT COST:	$30.00	TOTAL COST:	$30
UNIT PROFIT (SUBSIDY):	$4.00	TOTAL PROFIT (SUBSIDY):	$4
TOTAL UNITS:	1	PCT. COST RECOVERY:	113.33%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$34 per document

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
DOCUMENT CERTIFICATION	**S-185**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
RECORDS MGMT	DEPUTY CITY CLERK		0.25	$29.90	1	$30
		TYPE SUBTOTAL	**0.25**	**$29.90**		**$30**
		TOTALS	**0.25**	**$30.00**		**$30**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NOTARY SERVICES	S-186

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	SIGNATURE	

DESCRIPTION OF SERVICE

Providing an acknowledgement of a signature on a document, jurat, or oath.

CURRENT FEE STRUCTURE

$15 per signature

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$15.00**	**TOTAL REVENUE:**	**$90**
UNIT COST:	**$29.83**	**TOTAL COST:**	**$179**
UNIT PROFIT (SUBSIDY):	**$(14.83)**	**TOTAL PROFIT (SUBSIDY):**	**$(89)**
TOTAL UNITS:	**6**	**PCT. COST RECOVERY:**	**50.28%**

SUGGESTED FEE FOR COST RECOVERY OF: 50%

Fee is set by the State:

$15 per signature

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
NOTARY SERVICES	**S-186**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**6**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
RECORDS MGMT	DEPUTY CITY CLERK		0.25	$29.90	6	$179
		TYPE SUBTOTAL	**0.25**	**$29.90**		**$179**
		TOTALS	**0.25**	**$29.83**		**$179**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOBBYIST EMPLOYER REGISTRATION	S-187

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	APPLICATION	

DESCRIPTION OF SERVICE

Annual registration of a lobbyist employer within the City.

CURRENT FEE STRUCTURE

$33 per application

Late fee - $33

REVENUE AND COST COMPARISON

UNIT REVENUE:	$33.00	TOTAL REVENUE:	$33
UNIT COST:	$30.00	TOTAL COST:	$30
UNIT PROFIT (SUBSIDY):	$3.00	TOTAL PROFIT (SUBSIDY):	$3
TOTAL UNITS:	1	PCT. COST RECOVERY:	110.00%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$33 per application

Late fee - $33

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOBBYIST EMPLOYER REGISTRATION	**S-187**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
RECORDS MGMT	DEPUTY CITY CLERK		0.25	$29.90	1	$30
		TYPE SUBTOTAL	**0.25**	**$29.90**		**$30**
		TOTALS	**0.25**	**$30.00**		**$30**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOBBYIST REGISTRATION STATEMENT	**S-188**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	STATEMENT	

DESCRIPTION OF SERVICE

Annual processing of the statement of a lobbyist within the City, including amended statements.

CURRENT FEE STRUCTURE

$24 per statement

Late fee - $33

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$24.00**	**TOTAL REVENUE:**	**$24**
UNIT COST:	**$30.00**	**TOTAL COST:**	**$30**
UNIT PROFIT (SUBSIDY):	**$(6.00)**	**TOTAL PROFIT (SUBSIDY):**	**$(6)**
TOTAL UNITS:	**1**	**PCT. COST RECOVERY:**	**80.00%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$30 per statement

Late fee - $30

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOBBYIST REGISTRATION STATEMENT	**S-188**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
RECORDS MGMT	DEPUTY CITY CLERK		0.25	$29.90	1	$30
		TYPE SUBTOTAL	**0.25**	**$29.90**		**$30**
		TOTALS	**0.25**	**$30.00**		**$30**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PASSPORT PROCESSING	**S-189**

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	APPLICATION	

DESCRIPTION OF SERVICE

Processing a passport application.

CURRENT FEE STRUCTURE

Execution fee - $35
Passport Photo - $10
Express Mail - Actual Cost

REVENUE AND COST COMPARISON

UNIT REVENUE:	**$35.00**	**TOTAL REVENUE:**	**$14,000**
UNIT COST:	**$39.63**	**TOTAL COST:**	**$15,852**
UNIT PROFIT (SUBSIDY):	**$(4.63)**	**TOTAL PROFIT (SUBSIDY):**	**$(1,852)**
TOTAL UNITS:	**400**	**PCT. COST RECOVERY:**	**88.32%**

SUGGESTED FEE FOR COST RECOVERY OF: 100%

Fees are set by the federal government:

Execution fee - $35
Passport Photo - $10
Express Mail - Actual Cost

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
PASSPORT PROCESSING	**S-189**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**400**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	CUSTOMER SVCS CLERK I/II		0.25	$17.67	400	$7,068
CITY CLERK	RECORDS MANAGEMENT COORI		0.25	$21.96	400	$8,784
		TYPE SUBTOTAL	**0.50**	**$39.63**		**$15,852**
		TOTALS	**0.50**	**$39.63**		**$15,852**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOCAL CANDIDATE FILING PROCESSING	S-190

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	CANDIDATE	

DESCRIPTION OF SERVICE

Processing an application for an intent to run for a City elected office.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$163.80	TOTAL COST:	$819
UNIT PROFIT (SUBSIDY):	$(163.80)	TOTAL PROFIT (SUBSIDY):	$(819)
TOTAL UNITS:	5	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 15%

Fee is set by the State:

$25 per candidate

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOCAL CANDIDATE FILING PROCESSING	**S-190**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**5**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	DEPUTY CITY CLERK		1.25	$163.81	5	$819
		TYPE SUBTOTAL	**1.25**	**$163.81**		**$819**
		TOTALS	**1.25**	**$163.80**		**$819**

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOCAL INITIATIVE FILING PROCESSING	S-191

PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
CITY CLERK	INITIATIVE	

DESCRIPTION OF SERVICE

Processing a filing for a local initiative.

CURRENT FEE STRUCTURE

None

REVENUE AND COST COMPARISON

UNIT REVENUE:	$0.00	TOTAL REVENUE:	$0
UNIT COST:	$1,048.00	TOTAL COST:	$1,048
UNIT PROFIT (SUBSIDY):	$(1,048.00)	TOTAL PROFIT (SUBSIDY):	$(1,048)
TOTAL UNITS:	1	PCT. COST RECOVERY:	0.00%

SUGGESTED FEE FOR COST RECOVERY OF: 20%

$200 per initiative

Fee is to be refunded to the filer if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition.

This is the maximum allowed under State law (Elections Code section 9202(b)).

May 22, 2024

CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
LOCAL INITIATIVE FILING PROCESSING	**S-191**
NOTE	**TOTAL UNITS**
Unit Costs are an Average of Total Units	**1**

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
CITY CLERK	DEPUTY CITY CLERK		8.00	$1,048.40	1	$1,048
		TYPE SUBTOTAL	**8.00**	**$1,048.40**		**$1,048**
		TOTALS	**8.00**	**$1,048.00**		**$1,048**

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APPENDIX C

RECREATION & HUMAN SERVICES SUMMARY

CITY OF GARDENA
SUMMARY OF RECREATION & HUMAN SERVICES
FISCAL YEAR 2022-23

REF #	SERVICE	DIRECT COSTS			REVENUES	DIRECT COST RECOVERY
		PROGRAM COST	FULL TIME COST	TOTAL		
T-250	YOUTH SPORTS PROGRAMS	$146,045	$208,363	$354,408	$17,521	4.9%
T-251	ADULT SPORTS PROGRAMS	$34,481	$60,729	$95,210	$18,000	18.9%
T-252	CONTRACT RECREATION CLASSES	$65,734	$96,050	$161,783	$60,000	37.1%
T-253	CITY SPECIAL EVENTS	$295,798	$366,001	$661,799	$20,000	3.0%
T-254	AFTERSCHOOL PROGRAM	$147,639	$204,793	$352,432	$173,857	49.3%
T-255	YOUTH CAMPS	$25,234	$63,064	$88,297	$49,607	56.2%
T-256	THERAPEUTIC RECREATION	$25,234	$36,559	$61,792	$1,000	1.6%
T-270	YOUTH & FAMILY SERVICES	$36,642	$83,232	$119,874	$0	0.0%
T-271	CHILD CARE SERVICES	$50,000	$0	$50,000	$0	0.0%
T-272	SENIOR DAY CARE	$75,120	$32,887	$108,007	$0	0.0%
T-273	SENIOR MEALS	$281,959	$231,830	$513,789	$498,376	97.0%
T-274	SENIOR ACTIVITIES	$13,505	$54,858	$68,363	$119,000	174.1%
T-275	EMERGENCY CRISIS SUPPORT SERVICES	$98,438	$50,535	$148,973	$68,883	46.2%
		$1,295,828	$1,488,899	$2,784,727	$1,026,244	36.9%

RENTALS

		DIRECT COSTS			REVENUES	DIRECT COST RECOVERY
		PROGRAM COST	FULL TIME COST	TOTAL		
T-285	RECREATION FACILITY RENTALS	$0	$1,432,218	$1,432,218	$75,000	5.2%
		$0	$1,432,218	$1,432,218	$75,000	5.2%

INDIRECT COSTS

	COSTS	COST RECOVERY
CITY/DEPARTMENT OVERHEAD	$1,333,326	19.84%

PROGRAM COSTS ARE PART TIME COSTS (INCLUDING BENEFITS) AND DIRECT OPERATING EXPENSES
FULL TIME COSTS ARE SALARIES, BENEFITS, AND OTHER OPERATING EXPENSES

APPENDIX D

RECREATION FACILITY AND BALLFIELD

RENTAL FEE DETAIL

FACILITY AND FIELD RENTAL FEES

	Current Resident Rates	Current Non-Resident Rates	Proposed Resident Rates	Proposed Non-Resident Rates
Auditorium - Nakaoka (Entire Area w/ Kitchen) - Private Rental (per hour)	$75.00	$75.00	$115.00	$165.00
Auditorium - Nakaoka (Entire Area w/o Kitchen) - Private Rental (per hour)	$62.50	$68.75	$90.00	$140.00
Auditorium - Nakaoka (Kitchen only) - Private Rental (per hour)	N/A	N/A	$75.00	$120.00
Auditorium - Rowley (Entire Area w/ Kitchen) - Private Rental (per hour)	$43.75	$56.25	$85.00	$125.00
Auditorium - Rowley (Entire Area w/o Kitchen) - Private Rental (per hour)	N/A	N/A	$70.00	$105.00
Auditorium - Rowley (Kitchen only) - Private Rental (per hour)	N/A	N/A	$50.00	$80.00
Classroom - Maximum 25 people (per hour)	$12.25	$25.00	$25.00	$40.00
Computer Lab - (per hour)	N/A	N/A	$50.00	$80.00
Rush Gymnasium (Entire Gym) - Private Rental	$200/4 hours	$250/4 hours	$100/hour	$150/hour
Rush Gymnasium (Half Gym) - Private Rental	$100/4 hours	$125/4 hours	$50/hour	$75/hour
Rush Gymnasium (Court #1-3) - Private Rental	$20/hour	$25/hour	$30/hour	$40/hour
Rowley Gymnasium (Full Gym) - Private Rental	$40.00/1.5 hours	$50.00/1.5 hours	$100/hour	$150/hour
Rowley Gymnasium (Half Gym) - Private Rental	$20.00/1.5 hours	$25.00/1.5 hours	$50/hour	$75/hour
Rowley Gymnasium (Court #1-2) - Private Rental	$25/hour	$25/hour	$30/hour	$40/hour
Additional Equipment/Furniture				
Television (on wheeled stand)	N/A	N/A	$25.00	$25.00
Wirelss Microphone	N/A	N/A	$10.00	$10.00
Audio Sound System with Projetion Screen	N/A	N/A	$75.00	$75.00
Piano (NCC only)	N/A	N/A	$50.00	$50.00
Dry Erase Board (on wheels)	N/A	N/A	$15.00	$15.00
Portable Speaker	N/A	N/A	$20.00	$20.00
Podium	N/A	N/A	Free	Free
Round Table - Per 5 Tables	N/A	N/A	$50.00	$50.00
White Chair - Per 40 Chairs	N/A	N/A	$50.00	$50.00
Highboy Table - Per 5 Tables	N/A	N/A	$40.00	$40.00
Pool - Private Rental (3 hours - Max 50 person)	$225.00/3 hours	$270.00/3 hours	$100/hour	$150/hour
Pool - Private Rental (3 hours - Each additional 25 person)	$35.00/3 hours	$35.00/3 hours	$35/hour	$50/hour
Pool - Private Rental (Each additional hour)	$75.00/hour	$75.00/hour	N/A	N/A
Pool Cleaning (as needed)	N/A	N/A	Actual Costs	Actual Costs
Pool Security Deposit	N/A	N/A	$500.00	$500.00
Room Rentals - Private Rentals (4 hours)	$50.00/4 hours	$100.00/4 hours	$25/hour	$40/hour
Tennis Courts (w/o light) - Private Rental (2 courts)	$200.00/hour	$250.00/hour	$200/hour	$250/hour
Tennis Courts (w/o light) - Private Rental (single court)	Free	$25.00/hour	Free	$125/hour
Tennis Courts (w/light) - Private Rental (2 courts)	$200.00/hour	$250.00/hour	$220/hour	$270/hour
Tennis Courts (w/light)- Private Rental (single court)	Free	$25.00/hour	Free	$135/hour
Rowley/Fukai Double Picnic Shelters - Private Rental (4 hours - Max 100 person)	$30.00	$75.00	$105.00	$210.00
Rowley/Fukai Double Picnic Shelters - Private Rental (4 hours - each additional 25 attendees)	$20.00	$25.00	$35.00	$70.00
Single Picnic Shelters - Private Rental (4 hours - Max 50 person)	$30.00	$75.00	$60.00	$120.00
Single Picnic Shelters - Private Rental (4 hours - each additional 25 attendees)	$20.00	$25.00	$20.00	$40.00

	Current Resident Rates	Current Non-Resident Rates	Proposed Resident Rates	Proposed Non-Resident Rates
20' x 20' Grass Area - Private Rental (4 hours)	$75.00	$75.00	$75.00	$100.00
20' x 20' Grass Area - Private Rental (1.5 hours)	$20.00	$25.00	$20.00	$35.00
Sports Field/Outdoor Court (w/o lights) - Private Rental (per hour) (2 hour min)	N/A	N/A	$35.00	$45.00
Sports Field/Outdoor Court (w/lights) - Private Rental (per hour) (2 hour min)	$20/$100/$175/$200/ $210	$210/$250	$50.00	$65.00
Field Preparation (watering/dragging/lining)	N/A	N/A	$50.00	$50.00
~~Sports Field/Outdoor Court - Private Rental (4 hours)~~	~~$175.00~~	~~$210.00~~		
~~Baseball Diamond (w/ light) - Private Rental (4 hours)~~	~~$200.00~~	~~$250.00~~		
~~Baseball Diamond (w/ light) - Private Rental (1.5 hours)~~	~~$20.00~~	~~$25.00~~		
~~Soccer Field (w/ light) - Private Rental (4 hours)~~	~~$210.00~~	~~$250.00~~		
~~Soccer Field (w/ light) - Private Rental (2 hours)~~	~~$100.00~~	~~$125.00~~		
Staff Fee During Non-Regular Use Hours (3 Hours Min)	$30/hour	$30/hour	$40/hour	$40/hour
Filming Parking Space Rental - Per Day (6am - 10 pm)	N/A	N/A	$25.00	$25.00
Facility Security Deposit (not including classrooms)	$250.00	$250.00	$250.00	$250.00
Sports Field/Outdoor Court Security Deposit	N/A	N/A	$100.00	$100.00
MULTI-DEPARTMENT SERVICES				
Other Facilities Otherwise Not Listed (4 hours)	$270.00	$270.00	$270.00	$270.00
Facility Rental Support (IT & Security)	At Cost	At Cost	At Cost	At Cost
Commercial - City Facilities[2]	$750 Minimum	$750 Minimum	$750 Minimum	$1,000 Minimum

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Company Information

Revenue & Cost Specialists
1519 E Chapman Ave, Ste C
Fullerton, CA 92831
Tel (714) 992-9020
www.revenuecost.com

Cost of Services Study

City of Gardena

May 27, 2025

ABOUT RCS

- **Revenue & Cost Specialists founded in 1980**

  Pioneered matching Fee Revenues with Cost of the Services.

  Studied over 250 agencies in 5 states

Eric Johnson, President

35 years with RCS. Assisted over 150 agencies

- **Chu Thai, Vice President**

  27 years governmental experience as Budget Manager and Finance Director

WHAT IS A COST STUDY?

Finance Department

Code Enforcement

City Budget

Public Safety

Planning & Building Safety

Human Services

Public Works

City Attorney's Office

Business Orientation

Conditional Use Permit Building Permit Traffic Accident Report
New Utility Account Driveway Permit/Inspection Final Map False Alarm Response

(2) Identified Cost of Services to Customers
(3) Matched Revenues to Costs

COMPREHENSIVE STUDY

User Fees

Planning, engineering & building fees

Finance/Utility services

Recreation

Identifiable user and calculated costs

Rent/Use Permits

Facility & event rentals

Park entry

Storage

Rent/use fee set by market

~~Impact Fees, In-Lieu Fees, Utility Rates, Grants, Taxes~~

GOOD REASONS TO REVIEW FEES

ALLOCATING PEOPLE AND TIME

12/yr Conditional Use Permit ✓
- Project Planner (20 hrs), CD Director (2 hrs)

4/yr Home Occupation Permit ✓
- Project Planner (.5 hrs)

20/yr New Business Application ✓
- Accounting Tech (.25 hrs)

A

n Service &
e Spent

1/yr Wireless Telecom ADD
- Contract Engineer (2.0 hrs)

l fee services
staff times
umber of units

28/yr Payroll Processing ✓
- Accounting Tech (6.0 hrs/PY Batch)

% of City Services

365 days Police Patrol ✓
- Police Officer (6 FTE)

CALCULATE FULL COST OF SERVICES

ne
rvices

to 100%
& FBHR to
es
costs
of Services

B

Establish Service & Time Spent

- Identify all fee services
- Allocate staff times
- Estimate number of units
- *Allocate 100% of City Services*

A

DISCUSS FINDINGS

D

C

Calculate the
Full Cost of Services

- Balance positions to 100%
- Apply overheads & FBHR to service times
- Allocate direct costs
- **Calculate Full Cost of Services**

B

A

TAX vs FEE

Community Support (Tax) Services

- Typically benefits community as a whole
- 100% supported by tax dollars
  - ✓E.g. police, street maintenance, park maintenance and code enforcement

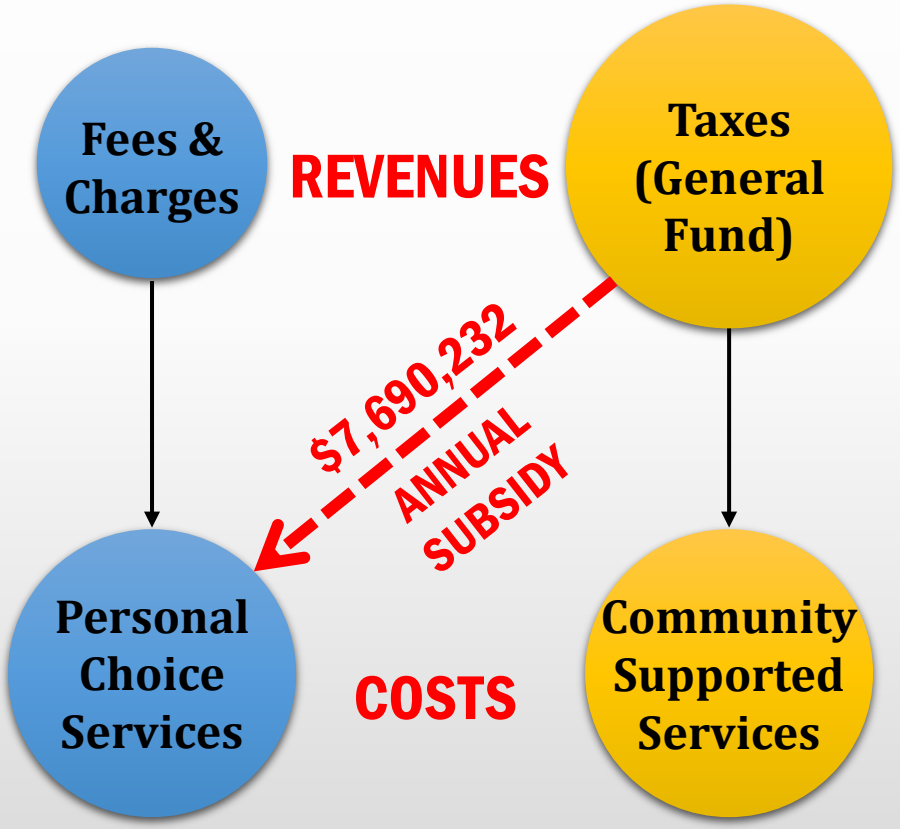
Personal Choice (Fee) Services

- The Customer is identifiable and the Service is measurable
- Benefits an individual or group
- Subsidy levels may be based on social, safety or welfare reasons
- E.g. Development Services

FULL COST OF FEE SERVICES

Fees pay for Personal Choice Services

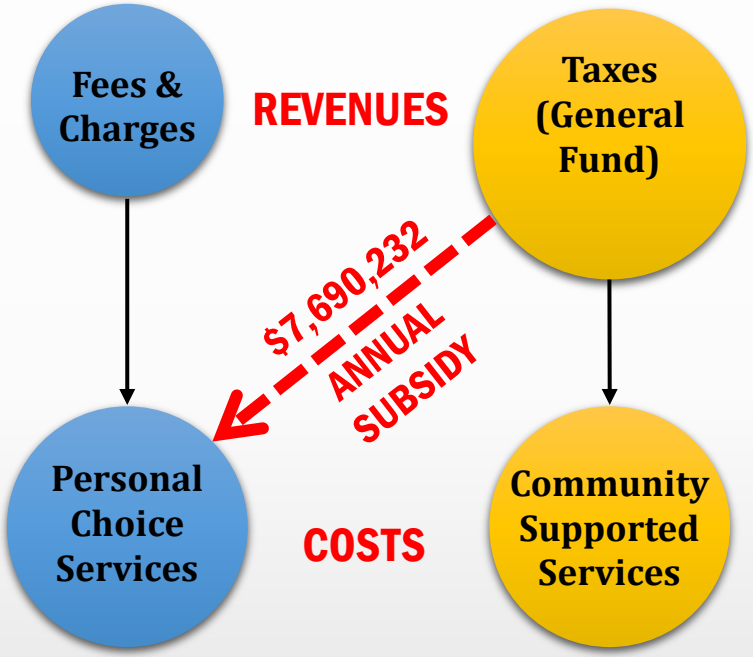
- User is identifiable
- Service is measurable
- Benefits an individual or group
- E.g. Development permit/inspection



Taxes pay for Community Support Services

- User cannot select the service
- Service benefits community as a whole
- 100% supported by tax dollars
  - ✓ E.g. Police patrol, street maintenance, park maintenance, code enforcement

FULL COST OF FEE SERVICES



SERVICE	TOTAL FEE REVENUE	TOTAL SERVICE COST	TOTAL PROFIT/ (SUBSIDY)	PCT. RECOVERY FROM FEES		**POSSIBLE NEW REVENUE**
				ACTUAL	SUGGEST	
[S-001 to S-107] DEVELOPMENT SERVICES	$2,908,055	$3,088,108	($180,053)	94.2%	VAR.	**$234,400**
[S-108 to S-159] PUBLIC SAFETY	$648,458	$3,585,341	($2,936,883)	18.1%	VAR.	**$68,700**
[S-160 to S-174] RECREATION & HUMAN SERVICES	$1,101,244	$5,550,271	($4,449,027)	19.8%	VAR.	**$35,000**
[S-175 to S-179] TRANSIT & PUBLIC WORKS	$0	$0	$0	0.0%	VAR.	**$0**
[S-227 to S-238] ADMINISTRATION	$14,701	$138,970	($124,269)	10.6%	VAR.	**$122,500**
ALL FEE SERVICES	$4,672,458	$12,362,690	($7,690,232)	37.8%		**$460,600**

THE REPORT

Cost of Services Study
for the
City of Gardena

JULY 2024

Prepared by:
Revenue & Cost Specialists, LLC
1519 E Chapman Ave, Ste C
Fullerton, CA 92831
www.revenuecost.com

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CHAPTER III (page 21-34)

TABLE 1 – DEVELOPMENT SERVICES

REF # (1)	SERVICE (2)	TOTAL FEE REVENUE (3)	TOTAL SERVICE COST (4)	TOTAL PROFIT/ (SUBSIDY) (5)	PCT. RECOVERY FROM FEES ACTUAL (6)	PCT. RECOVERY FROM FEES SUGGEST (7)	**POSSIBLE NEW REVENUE (8)**	
DEVELOPMENT SERVICES								
S-001	AMPLIFIED SOUND PERMIT	$175	$102	$73	171.6%	100%	**$0**	(a)
S-002	ADULT ORIENTED BUSINESS PERMIT	$0	$0	$0	0.0%	100%	**$0**	(b)
S-003	AMUSEMENT ARCADE ESTABLISH PERMIT	$919	$817	$102	112.5%	100%	**$0**	(a)
S-004	AMUSEMENT DEVICE PERMIT	$693	$796	($103)	87.1%	100%	**$0**	(a)
S-005	APPEAL OF PLANNING STAFF DEC TO PC	$1,353	$2,233	($880)	60.6%	100%	**$0**	(a)
S-006	APPEAL FIREWORKS PERMIT SUSPENSION	$454	$1,530	($1,076)	29.7%	100%	**$0**	(a)
S-007	APPEAL PC DECISION TO CITY COUNCIL	$78,505	$106,551	($28,046)	73.7%	100%	**$28,000**	
S-008	APPEAL OF STAFF DETERMINATION TO CM	$937	$1,580	($643)	59.3%	100%	**$0**	(a)
S-009	AUCTION HOUSE ESTABLISHMENT PERMIT	$891	$778	$113	114.5%	100%	**$0**	(a)
S-010	AUTO WRECKING ESTABLISHMENT PERMIT	$1,132	$778	$354	145.5%	100%	**$0**	(a)
S-011	BILLARDS/POOL ESTABLISHMENT PERMIT	$1,554	$1,709	($155)	90.9%	100%	**$0**	(a)
S-012	BINGO PERMIT	$1,232	$1,709	($477)	72.1%	3%	**$0**	(c)
S-013	BINGO PERMIT RENEWAL	$3,540	$1,748	$1,792	202.5%	15%	**($3,300)**	(c)

Schedule of fiscal impact by each fee

APPENDIX A – SUMMARY OF CURRENT & PROPOSED FEES

CITY OF GARDENA
FEE COMPARISON REPORT
FY 2022/23

REF #: S-001 **TITLE: AMPLIFIED SOUND PERMIT**

CURRENT FEE	RECOMMENDED FEE
$175 per permit	$100 per permit

REF #: S-002 **TITLE: ADULT ORIENTED BUSINESS PERMIT**

CURRENT FEE	RECOMMENDED FEE
$2,046 per application	$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside contract costs.

REF #: S-003 **TITLE: AMUSEMENT ARCADE ESTABLISH PERMIT**

CURRENT FEE	RECOMMENDED FEE
$919 per permit	$815 per permit

REF #: S-004 **TITLE: AMUSEMENT DEVICE PERMIT**

CURRENT FEE	RECOMMENDED FEE
$693 per permit	$795 per permit

APPENDIX B –

REVENUE & COST SUMMARY W/ COST DETAIL WORKSHEETS

CITY OF GARDENA
REVENUE AND COST SUMMARY WORKSHEET
FY 2022/23

SERVICE		REFERENCE NO.
CONDITIONAL USE PERMIT		S-016
PRIMARY DEPARTMENT	UNIT OF SERVICE	SERVICE RECIPIENT
PLANNING	APPLICATION	

DESCRIPTION OF SERVICE

Review of a request for a conditional use permit for a specific use of a specific parcel of property within the terms of the Zoning Code.

CURRENT FEE STRUCTURE

$4,656 per application

REVENUE AND COST COMPARISON

UNIT REVENUE:	$4,656.00	TOTAL REVENUE:	$37,248
UNIT COST:	$7,241.50	TOTAL COST:	$57,932
UNIT PROFIT (SUBSIDY):	$(2,585.50)	TOTAL PROFIT (SUBSIDY):	$(20,684)
TOTAL UNITS:	8	PCT. COST RECOVERY:	64.30%

SUGGESTED FEE FOR COST RECOVERY OF: 100%

$7,240 per application

May 22, 2024

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CITY OF GARDENA
COST DETAIL WORKSHEET
FY 2022/23

SERVICE	REFERENCE NO.
CONDITIONAL USE PERMIT	S-016
NOTE: Unit Costs are an Average of Total Units	TOTAL UNITS: 8

DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
ENGINEERING	ASST DIR/CITY ENGINEER		1.00	$244.92	8	$1,959
ENGINEERING	ASSOC/ASST ENGINEER		2.00	$290.92	8	$2,327
PERMITS & LICENSES	PERMIT/LICENSING TECH I/I		0.50	$50.82	8	$407
PLANNING/BUILDING	COMM DEV DIRECTOR		5.00	$1,159.95	8	$9,280
PLANNING/BUILDING	PLANNING ASSOC/ASST		31.75	$3,680.14	8	$29,441
PLANNING/BUILDING	SR PLANNER		10.00	$1,304.80	8	$10,438
POLICE SUPPORT	POLICE CHIEF		0.50	$218.33	8	$1,747
POLICE SUPPORT	POLICE LIEUTENANT		1.00	$291.68	8	$2,333
		TYPE SUBTOTAL	51.75	$7,241.56		$57,932
		TOTALS	51.75	$7,241.50		$57,932

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May 22, 2024

APPENDIX C - SUMMARY OF RECREATION & HUMAN SERVICES

CITY OF GARDENA
SUMMARY OF RECREATION & HUMAN SERVICES
FISCAL YEAR 2022-23

REF #	SERVICE	DIRECT COSTS			REVENUES	DIRECT COST RECOVERY
		PROGRAM COST	FULL TIME COST	TOTAL		
T-250	YOUTH SPORTS PROGRAMS	$146,045	$208,363	$354,408	$17,521	4.9%
T-251	ADULT SPORTS PROGRAMS	$34,481	$60,729	$95,210	$18,000	18.9%
T-252	CONTRACT RECREATION CLASSES	$65,734	$96,050	$161,783	$60,000	37.1%
T-253	CITY SPECIAL EVENTS	$295,798	$366,001	$661,799	$20,000	3.0%
T-254	AFTERSCHOOL PROGRAM	$147,639	$204,793	$352,432	$173,857	49.3%
T-255	YOUTH CAMPS	$25,234	$63,064	$88,297	$49,607	56.2%
T-256	THERAPEUTIC RECREATION	$25,234	$36,559	$61,792	$1,000	1.6%
T-270	YOUTH & FAMILY SERVICES	$36,642	$83,232	$119,874	$0	0.0%
T-271	CHILD CARE SERVICES	$50,000	$0	$50,000	$0	0.0%
T-272	SENIOR DAY CARE	$75,120	$32,887	$108,007	$0	0.0%
T-273	SENIOR MEALS	$281,959	$231,830	$513,789	$498,376	97.0%
T-274	SENIOR ACTIVITIES	$13,505	$54,858	$68,363	$119,000	174.1%
T-275	EMERGENCY CRISIS SUPPORT SERVICES	$98,438	$50,535	$148,973	$68,883	46.2%
		$1,295,828	$1,488,899	$2,784,727	$1,026,244	36.9%

RENTALS

		DIRECT COSTS			REVENUES	DIRECT COST RECOVERY
		PROGRAM COST	FULL TIME COST	TOTAL		
T-285	RECREATION FACILITY RENTALS	$0	$1,432,218	$1,432,218	$75,000	5.2%
		$0	$1,432,218	$1,432,218	$75,000	5.2%

INDIRECT COSTS

	COSTS	COST RECOVERY
CITY/DEPARTMENT OVERHEAD	$1,333,326	19.84%

PROGRAM COSTS ARE PART TIME COSTS (INCLUDING BENEFITS) AND DIRECT OPERATING EXPENSES
FULL TIME COSTS ARE SALARIES, BENEFITS, AND OTHER OPERATING EXPENSES

APPENDIX D - DETAIL OF FACILITY & FIELD RENTAL FEES

	Current Resident Rates	Current Non-Resident Rates	Proposed Resident Rates	Proposed Non-Resident Rates	Unit
Auditorium - Nakaoka (Entire Area w/ Kitchen) - Private Rental (per hour)	$75.00	$75.00	$115.00	$165.00	
Auditorium - Nakaoka (Entire Area w/o Kitchen) - Private Rental (per hour)	$62.50	$68.75	$90.00	$140.00	per hour
Auditorium - Nakaoka (Kitchen only) - Private Rental (per hour)	N/A	N/A	$75.00	$120.00	
Auditorium - Rowley (Entire Area w/ Kitchen) - Private Rental (per hour)	$43.75	$56.25	$85.00	$125.00	
Auditorium - Rowley (Entire Area w/o Kitchen) - Private Rental (per hour)	N/A	N/A	$70.00	$105.00	
Auditorium - Rowley (Kitchen only) - Private Rental (per hour)	N/A	N/A	$50.00	$80.00	
Room - Maximum 25 people	$12.25	$25.00	$25.00	$40.00	
Computer Lab - (per hour)	N/A	N/A	$50.00	$80.00	
Rush Gymnasium (Entire Gym) - Private Rental	$200/4 hours	$250/4 hours	$100	$150	per hour
Rush Gymnasium (Half Gym) - Private Rental	$100/4 hours	$125/4 hours	$50	$75	per hour
Rush Gymnasium (Court #1-3) - Private Rental	$20/hour	$25/hour	$30/hour	$40/hour	
Rowley Gymnasium (Full Gym) - Private Rental	$40.00/1.5 hours	$50.00/1.5 hours	$100/hour	$150/hour	
Rowley Gymnasium (Half Gym) - Private Rental	$20.00/1.5 hours	$25.00/1.5 hours	$50/hour	$75/hour	
Rowley Gymnasium (Court #1-2) - Private Rental	$25/hour	$25/hour	$30/hour	$40/hour	
Additional Equipment/Furniture					
Television (on wheeled stand)	N/A	N/A	$25.00	$25.00	
Wirelss Microphone	N/A	N/A	$10.00	$10.00	
Audio Sound System with Projetion Screen	N/A	N/A	$75.00	$75.00	
Piano (NCC only)	N/A	N/A	$50.00	$50.00	
Dry Erase Board (on wheels)	N/A	N/A	$15.00	$15.00	
Portable Speaker	N/A	N/A	$20.00	$20.00	
Podium	N/A	N/A	Free	Free	
Round Table - Per 5 Tables	N/A	N/A	$50.00	$50.00	
White Chair - Per 40 Chairs	N/A	N/A	$50.00	$50.00	
Highboy Table - Per 5 Tables	N/A	N/A	$40.00	$40.00	
Pool - Private Rental (Max 50 persons)	$225.00/3 hours	$270.00/3 hours	$100 / hour	$150 / hour	per hour
Pool - Private Rental (Each additional 25 persons)	$35.00/3 hours	$35.00/3 hours	$35/hour	$50/hour	
Pool - Private Rental (Each additional hour)	$75.00/hour	$75.00/hour	N/A	N/A	
Pool - Lifeguard/hour	Actual	Actual	Actual Costs	Actual Costs	
Pool Cleaning (as needed)	N/A	N/A	Actual Costs	Actual Costs	
Pool Security Deposit	N/A	N/A	$500.00	$500.00	
Room Rentals - Private Rentals	$50.00/4 hours	$100.00/4 hours	$25 / hour	$40 / hour	per hour

FINAL TAX SUBSIDY DECISION

The Project Goal is to identify the full costs for the various services

RCS and City Staff have made fee recommendations for every service

City Council decides which services should be charged the full costs and which services are subsidized with tax dollars

Questions?

www.revenuecost.com

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 13.A
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: May 27, 2025

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

AGENDA TITLE: PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1882 : Adding Chapter 9.72 (Vacant Registry Program) to Title 9 (Public Peace, Morals and Welfare) of the Gardena Municipal Code relating to properties that are vacant, abandoned or in foreclosure proceedings.
Environmental Consideration: Adoption of this ordinance does not qualify as a project per CEQA Guidelines section 15378 and is not subject to CEQA because there is no potential for any physical change in the environment. Even if CEQA were applicable, the adoption of this Ordinance would be exempt under CEQA Guidelines section 15061(b)(3) commonsense exemption as there is no possibility of any significant effect on the environment.

COUNCIL ACTION REQUIRED:

Staff respectfully recommends that the City Council:

1. Open the public hearing;
2. Receive testimony from the public, allowing three (3) minutes for each speaker; and
3. Close the public hearing.

Staff Recommendation for Motion:

1. Introduce Ordinance No. 1882;
2. Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
3. Direct staff to file a notice of exemption.

RECOMMENDATION AND STAFF SUMMARY:

At the City Council Meeting held on January 28, 2025, staff received a directive to develop an ordinance establishing a registry for vacant, abandoned, and foreclosed residential properties, and to evaluate strategies for ensuring compliance.

The ordinance introduces a Vacant Property Registry Program intended to help preserve neighborhood stability and prevent the negative impacts commonly associated with unmaintained properties, such as increased crime, safety hazards, and declining property values.

The ordinance requires the timely registration of applicable residential properties, allowing the City to maintain an active inventory. This registry will support enforcement efforts and provide a mechanism for monitoring and addressing issues related to property neglect and community blight.

FINANCIAL IMPACT/COST:

A Resolution establishing a fee for implementation and enforcement expenses will be brought forth for approval at a future City Council meeting.

ATTACHMENTS:

Staff Report - Vacancy Property Registry Program.pdf
A - ORDINANCE 1882.pdf

APPROVED:

_____

Clint Osorio, City Manager

City of Gardena
City Council Meeting

Agenda Item No.:13.A
Department: Community Development
Meeting Date: May 27, 2025
VACANCY PROPERTY REGISTRY PROGRAM

AGENDA STAFF REPORT

AGENDA TITLE:

PUBLIC HEARING: ORDINANCE NO. 1882, Adding Chapter 9.72 (Vacant Registry Program) to Title 9 (Public Peace, Morals and Welfare) of the Gardena Municipal Code relating to properties that are vacant, abandoned or in foreclosure proceedings.

Environmental Consideration: Adoption of this ordinance does not qualify as a project per CEQA Guidelines section 15378 and is not subject to CEQA because there is no potential for any physical change in the environment. Even if CEQA were applicable, the adoption of this Ordinance would be exempt under CEQA Guidelines section 15061(b)(3) commonsense exemption as there is no possibility of any significant effect on the environment.

RECOMMENDATION:

Staff respectfully recommends that the City Council:
1) Open the public hearing;
2) Receive testimony from the public, allowing three (3) minutes for each speaker; and
3) Close the public hearing.

Staff Recommendation for Motion:
1) Introduce Ordinance No. 1882;
2) Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
3) Direct staff to file a notice of exemption.

BACKGROUND:

At the City Council Meeting held on January 28, 2025, staff received a directive to develop an ordinance establishing a registry for vacant, abandoned, and foreclosed residential properties, and to evaluate strategies for ensuring compliance.

The ordinance introduces a Vacant Property Registry Program intended to help preserve neighborhood stability and prevent the negative impacts commonly associated with unmaintained properties, such as increased crime, safety hazards, and declining property values. The ordinance requires the timely registration of applicable residential properties, allowing the City to maintain an active inventory. This registry will support enforcement efforts and provide a mechanism for monitoring and addressing issues related to property neglect and community blight.

ORDINANCE SUMMARY:

The Ordinance adds a new Chapter 9.72 to the Gardena Municipal Code relating to residential properties that are vacant, abandoned or in foreclosure proceedings. The following summarizes the major provisions of the draft ordinance for Vacant Property Registry:

- Upon trustor's default and prior to recording a Notice of Default or similar instrument, the beneficiary or its trustee must perform an inspection of the property that secures the deed.
- Within ten (10) business days of recording a notice of default on any residential property, the beneficiary, or its trustee, shall register the property with the City of Gardena on forms or through the website as provided by the City.
- Within thirty (30) days after a residential property becomes and stays vacant, the owner of a vacant building and structure shall register the vacant building and shall pay the registration fee.
- Upon registration, the City of Gardena Code Enforcement Division shall conduct an initial inspection of the registered property.
- An annual non-refundable registration fee shall be paid to the City at the time of registration. The fee and registration shall be valid for one (1) year from the date of registration.
- If the registered property remains unoccupied and is sold/transferred within a calendar year to a new bank/owner, the new owner will need to register the vacant property; the registration and fee are not transferable.
- The property shall be kept free of weeds, dry brush, dead vegetation, excessive foliage growth, trash, junk, debris, building materials; the property shall be maintained free of graffiti, tagging or similar marking; visible yards shall be landscaped and continuously maintained to the neighborhood standard.
- The local property management company, if there is one, shall inspect the property on a weekly basis, or more frequently.
- A six-month grace period following adoption allows adequate time for community outreach and education prior to initiating enforcement.

CONCLUSION:

Staff respectfully recommends that the City Council conduct a public hearing, receive public comment and testimony, and introduce Ordinance No. 1882 for its first reading.

FISCAL IMPACT:

Staff are currently analyzing costs to propose registration fees that will fully offset the City's implementation and enforcement expenses. The fees will be separately established by a City Council Resolution. Based on a review of comparable programs in other Los Angeles County cities, the estimated fee range is between $200 to $350.

ATTACHMENT:

A – Ordinance No. 1882

Submitted by: **Greg S. Tsujiuchi** _____ **Date: 5/23/2025**

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ORDINANCE NO. 1882

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADDING CHAPTER 9.72 (VACANT REGISTRY PROGRAM) TO TITLE 9 (PUBLIC PEACE, MORALS AND WELFARE) OF THE GARDENA MUNICIPAL CODE RELATING TO PROPERTIES THAT ARE VACANT, ABANDONED OR IN FORECLOSURE PROCEEDINGS

WHEREAS the presence of vacant, abandoned, foreclosing or foreclosed-upon residential real property can lead to neighborhood decline by creating a public nuisance which could contribute to lower property values and could discourage potential buyers from purchasing a home adjacent to or in neighborhoods with properties that are vacant, abandoned or in foreclosed upon residences; and

WHEREAS many vacant, abandoned, foreclosing or foreclosed-upon residential real properties are the responsibility of out of area or out of state lenders and trustees, and in many instances the lender and/or trustees fail to adequately maintain and secure these vacant, abandoned, foreclosing or foreclosed-upon residences; and

WHEREAS the City has an obligation to preserve the health, safety, and welfare of residents and the community, and to the extent possible, protect neighborhoods from declining property values, aesthetic decay, and/or loss of character; and

WHEREAS City has observed and anticipates additional or worsening of code violations including and not limited to multiple violations on the same property, unoccupied buildings susceptible to vandalism and break-ins and/or open structures rendering them unsafe and dangerous, yards containing litter and trash attracting vermin infestation, overgrown grass and bushes resulting in accumulation of combustible vegetation, debris, and other flammable materials, and unsecured swimming pools that are not only a threat to children but become breeding grounds for infectious insects such as mosquitoes; and

WHEREAS through the amendment of Chapter 9, the City can implement a program designed to prevent and address the adverse impacts which large numbers of vacant properties have the potential to create,

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

SECTION 1. RECITALS. The foregoing recitals are true and correct and are incorporated herein by this reference as though fully set forth.

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SECTION 2. Chapter 9.72 is hereby added to Title 9 of the Gardena Municipal Code to read as follows:

CHAPTER 9.72

VACANT PROPERTY REGISTRY PROGRAM

9.72.010 Purpose.

It is the purpose and intent of the Gardena City Council, through the adoption of this Chapter, to maintain a registry of properties that are vacant, abandoned, or in the foreclosure process as a mechanism to protect neighborhoods from becoming blighted and to establish vacant building security and maintenance standards.

9.72.020 Definitions.

The following definitions shall apply to this chapter.

“Abandoned” shall mean real property that is vacant and meets any of the following conditions: (1) is under a current notice of default; (2) is under a current notice of trustee's sale; (3) is pending a tax assessor's lien sale; (4) has been the subject of a foreclosure sale where the title was retained by the beneficiary of a deed of trust involved in the foreclosure; or (5) has been transferred under a deed in lieu of foreclosure.

“Accessible Property” shall mean residential real property that is accessible to the public, either in general, or through an open and unsecured door, window, gate, fence, wall, or other point of access.

"Accessible structure" shall mean a structure/building that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

"Agreement" shall mean any agreement or written instrument which provides that title to residential property shall be transferred or conveyed from one owner to another owner after the sale, trade, transfer or exchange.

"Assignment of rents" shall mean an instrument that assigns rents from and income generated by the tenant of a property to the mortgage lender in the case of a default on the mortgage.

“Beneficiary" shall mean a lender under a promissory note to which a borrower pays money secured by a deed of trust on property. The word "beneficiary" as used in this Chapter 9.72 means and includes any assignee or successor to such beneficiary, whether such assignee or successor acquires its interest in the

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beneficiary's promissory note either before a notice of default is recorded on the property securing the obligation payable to the beneficiary or after a notice of default is recorded. If a property is collateral or security for the loan or obligation of more than one beneficiary, the beneficiary who causes its notice of default to be recorded shall be responsible for registering the property as set forth in this Chapter.

"Boarded building" shall mean a vacant building or portion of a vacant building whose doors and windows have been covered with plywood or other material for the purpose of preventing entry into the vacant building by persons or animals.

“City” shall mean the City of Gardena.

"Dangerous building" shall mean any building/structure that is violation of any condition referenced in Chapter 8.04 of the Gardena Municipal Code.

“Days” shall mean consecutive calendar days.

"Deed of trust" shall mean an instrument by which title to real estate is transferred to a third party trustee as security for a real estate loan. This definition applies to any and all subsequent deeds of trust, i.e., second trust deed, third trust deed, etc.

"Deed in lieu of foreclosure/sale" shall mean an instrument that transfers ownership of a property from the trustor to the holder of a deed of trust upon consent of the beneficiary of the deed of trust.

"Default" shall mean the failure to fulfill a contractual obligation.

"Default Inspection" shall mean a physical inspection of the exterior areas of the property conducted by the beneficiary or its designee following the occurrence of a default by the trustor under a deed of trust. When practicable, each default inspection shall be conducted upon prior reasonable notice and consent of the trustor and/or the occupant of the property. In instances when the trustor and/or the occupant consent cannot reasonably be obtained despite due and diligent inquiry by the beneficiary, or where the trustor or the occupant may expressly refuse to give the beneficiary consent to a default inspection, the beneficiary or its agent shall conduct the default inspection of the exterior areas of the property which may be viewed from the adjacent public right-of-way or from adjacent property on which the owner or occupant of such adjacent property has consented to entry onto such adjacent property by the beneficiary for the purpose of conducting a default inspection of the adjoining property. The beneficiary, or its agent, shall maintain a written record of the time and date of each default inspection and shall identify the individual who conducted the default inspection. The written record of each default inspection shall at a minimum indicate whether, at the time of the default inspection, the property was: (i) occupied or vacant, and if vacant, set forth facts to support the evidence of vacancy; (ii) in compliance with

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the general maintenance and monitoring standard set forth in Section 8.53.040; and (iii) if security appliances have been installed on the property by either the trustor, the beneficiary or its agent, or by another entity, the Default Inspection report shall indicate whether the installed security appliances are intact and in good and serviceable condition. A Default Inspection report shall contain such other property-specific information as the Director of Community Development may direct in writing to the beneficiary.

"Distressed" shall mean a property that is under a current notice of default and/or notice of trustee's sale or has been foreclosed upon by the trustee or has been conveyed to the beneficiary/trustee via a deed in lieu of foreclosure/sale.

"Enforcement Official" shall mean the City Manager and/or any employee or agent of the City of Gardena designated by the City Manager and/or charged with enforcing this Code, including but not limited to applicable codes adopted by reference therein.

"Evidence of vacancy" shall mean any set of facts or conditions that on its own or combined with other facts and conditions present would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to, overgrown and/or dead vegetation, accumulation of newspapers, circulars, flyers and/or mail, past due utility notices and/or disconnected utilities, accumulation of trash, junk and/or debris, the absence of window coverings such as curtains, blinds and/or shutters, the absence of furnishings and/or personal items consistent with residential habitation, statements by neighbors, passersby, delivery agents, government employees that the property is vacant.

"Foreclosure" shall mean the process by which a property, placed as security for a real estate loan, is sold at auction to satisfy the debt if the trustor (borrower) defaults.

"Local" shall mean within forty (40) driving miles of the subject building, structure or real property.

"Notice of default" shall mean a recorded notice that states that a default has occurred under a deed of trust and that the beneficiary intends to proceed with a trustee's sale. This is part of the foreclosure process.

"Owner" shall mean any person, co-partnership, association, corporation, or fiduciary having a legal or equitable title or any interest in any real property.

“Owner of record" shall mean the person having recorded title to the property at any given point in time the record is provided by the County of Los Angeles County Recorder's Office.

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"Out of area" shall mean more than forty (40) road or driving miles of the subject building, structure, or real property.

"Property" shall mean residential real property or portion thereof, whether fully or partially occupied, regardless of condition, that is situated within the city's jurisdiction and includes the buildings and structures located thereon.

"Residential building" shall mean any improved real property, or portion thereof, situated in the City, designed or permitted to be used for dwelling purposes, and shall include the buildings and structures located on such improved real property. This includes any real property being offered for sale, trade, transfer, or exchange as "residential" whether or not it is legally permitted and/or zoned for such use.

"Securing" shall mean such measures as may be directed by the Director of Community Development or his or her designee that assist in rendering the property inaccessible to unauthorized persons, including but not limited to the installation or repair of fences and walls, chaining/padlocking of gates, the repair or boarding of door, window and/or other openings. In the case of residential buildings, the boarding of doors, windows and/or other openings shall be installed in in accordance with those standards established by separate resolution of the City Council

"Trustee" shall mean the person, firm, or corporation holding a deed of trust on a property.

"Trustor" shall mean a borrower under a deed of trust, who deeds property to a trustee as security for the payment of a debt.

"Vacant" shall mean real property and any building/structure thereon that is unoccupied or not legally occupied.

"Vacant building" shall mean and refer to any building that is unoccupied or occupied by a person without a legal right of occupancy.

9.72.030 Registration.

A. Each beneficiary and trustee, who holds a deed of trust on a property located within the City of Gardena, shall perform an inspection of the property that is security for the deed of trust upon default by the trustor prior to recording a Notice of Default or similar instrument with the Los Angeles County Recorder's Office.

B. Not later than ten (10) business days after recording a notice of default on any residential property located in the City of Gardena which is subject to a deed of trust, the beneficiary, or its trustee, shall register the property with the Code Enforcement Division of the City of Gardena on forms provided by the City.

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C. The City of Gardena Code Enforcement Division shall conduct an initial inspection of all residential properties that are registered pursuant to this article. For the purposes of this subsection and only as applicable to the City of Gardena, “inspection” means a physical investigation to verify that the property is free from graffiti, debris, rubbish, garbage, trash, overgrown vegetation or other similar material, and is being maintained in a clean and sanitary condition.

D. The registration pursuant to this Section shall be renewed annually until such time as:

1. The foreclosure process is complete, or the notice of default has been rescinded or withdrawn;

2. The Trustor has surrendered the property to the beneficiary as evidenced by either a letter from the trustor addressed to the beneficiary confirming such surrender, or by the trustor's delivery of the keys to the property to the beneficiary or its agent.

3. The beneficiary has obtained possession of the property under the Code of Civil Procedure Sections 1161, 1161a, or 1161b, as applicable, following completion of the foreclosure proceeding.

E. The registration pursuant to this Section shall contain the identity of the beneficiary and trustee, the direct mailing address of the beneficiary and trustee and, in the case of a corporate or out of area beneficiary or trustee, the local property management company, if any, responsible for the security, maintenance and marketing of the property in question.

F. An annual registration fee as set by the City Council by resolution, referenced in Section 9.72.070 of this Chapter, shall accompany the submission of each registration form. The fee and registration shall be valid for one (1) year from the date of registration. Registration fees will not be prorated.

G. Any person, partnership, association, corporation, fiduciary or other legal entity that has registered a property under this Chapter must make a written report to the City of Gardena’s Community Development Department of any change of information contained in the registration form within ten (10) business days of the change.

H. If the mortgage on a registrable property is sold or transferred, the new mortgagee is subject to all the terms of this article, and within ten (10) business days of the transfer must register the property and pay a registration fee in accordance with Section 9.72.070. Any previously unpaid annual registration fees are the responsibility of the new mortgagee or trustee and are due and payable with their initial registration.

I. If the mortgagee owner of a foreclosed real property sells or transfers the property to a non-arm's length related person or entity, the transferee is subject to all the

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terms of this article and within ten (10) business days of the transfer must register the property and pay a registration fee in accordance with Section 9.72.070. Any previous unpaid annual registration fees are the responsibility of the new registrable property owner and are due and payable with their initial registration.

J. Each vacant or abandoned property or property in foreclosure proceedings shall be inspected by the mortgagee, or designee, monthly. If an inspection shows a change in the property's occupancy status the mortgagee shall, within ten (10) business days of that inspection, update the occupancy status of the property registration.

K. Mortgagees who have existing registrable property on the effective date of the ordinance from which this section is derived have thirty (30) calendar days from the effective date to register the property with the City, or its designee, on forms or other manner as directed, and indicate whether the property is vacant or occupied.

L. The duties/obligations specified in this Chapter shall be joint and several among and between all trustees and beneficiaries and their respective agents.

9.72.040 Maintenance Requirements.

It is declared a public nuisance for any person, partnership, association, corporation, fiduciary or other legal entity, that owns, leases, occupies, controls or manages any vacant or abandoned property to cause, permit, or maintain any property condition contrary to any provision of this chapter. The following maintenance standards shall apply to any registrable property, including vacant or abandoned properties subject to registration under this Division:

A. Any registrable property shall be maintained in compliance with the requirements of this chapter and Code Chapter 8.64, Abatement of Real Property Nuisances and California Health and Safety Code section 17920.3.

B. Registrable property shall be kept free of weeds, dry brush, dead vegetation, excessive foliage growth, trash, junk, debris, building materials, any accumulation of newspaper, circular flyers, notices (except those required by federal, state or local law), discarded personal items including but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

C. Registrable property shall be maintained free of graffiti, tagging or similar marking in accordance with Chapter 8.56 of this code. Any removal or painting over of graffiti shall be with an exterior grade paint that matches the color of the exterior of the structure.

D. Visible yards shall be landscaped and continuously maintained by proper pruning, mowing of lawns, weeding, removal of litter, fertilizing, replacement of plants and

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decorative materials when necessary, and the regular watering of plants. Landscaping includes, but is not limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation and standards listed in Section 18.42.075 "Landscape Regulation," and abide by the planning and public works division landscape standards. Landscaping does not include weeds, gravel, broken concrete, asphalt, plastic sheeting, mulch, indoor-outdoor carpet or any similar material.

E. Pools and spas shall be kept in working order so that water remains clear and free of pollutants, mosquito larvae, and debris, or alternatively shall be drained and kept dry. In either case, properties with pools and/or spas must comply with the requirements set forth in Section 8.64.025.C. and with state standards including minimum fence height.

F. Adherence to this section does not relieve the beneficiary/trustee or property owner of obligations set forth in any covenants, conditions, and restrictions, and/or homeowners' association rules and regulations which may apply to the property.

G. An enforcement official may allow exceptions to the maintenance standards set forth in this section for registrable property that has submitted a development application with the City and is undergoing the approval process or is under construction and/or repair, that is diligently pursued for at least three (3) business days per week, and is undertaken in compliance with all applicable laws including but not limited to city permitting requirements.

H. No person, firm, partnership, corporation, or other entity shall allow a residential, commercial, historical, or industrial building designed for human use or occupancy to stand vacant for more than ninety (90) days, unless the owner establishes by substantial evidence to the reasonable satisfaction of the Building Official that one of the following applies:

1. The building is the subject of an active building permit for repair or rehabilitation and the owner is progressing diligently to complete the repair or rehabilitation;

2. The building meets all applicable codes, is actively maintained in accordance with all city ordinances, is ready for occupancy, and is actively being offered for sale, lease, or rent.

3. Extenuating circumstances exist regarding ownership of the title of the property.

I. The owner of any boarded building, whether boarded by voluntary action of the owner or as a result of enforcement activity by the city, shall cause the boarded

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building to be rehabilitated for occupancy within ninety (90) days after the building is boarded and shall comply with the provisions of subsections A through H of this section, as well as all other provisions of the City Code.

J. It is declared a public nuisance for any person, partnership, association, corporation, fiduciary, or other legal entity that owns, leases, occupies, controls, or manages any building or property subject to this chapter to cause, permit, or maintain such building or property in violation of subsections A through I of this section.

K. Within thirty (30) days after a property becomes a vacant building as defined herein, the owner of a vacant building and structure shall cause said building to be registered as a vacant building pursuant to the provisions Section 9.72.030 of this chapter and shall pay the registration fee required per Section 9.72.070. Further, the owner of said vacant building shall comply with all applicable provisions of this Code with respect to property maintenance, nuisance abatement, local property management requirements and monitoring.

9.72.050 Security Requirements.

A. Abandoned and vacant properties shall be secured against access by unauthorized persons.

B. Securing of vacant or abandoned property includes but is not limited to closing and locking of windows, doors (walk-through, sliding, and garage), gates, and any other opening that may allow access to the interior of the property and or structure(s). In the case of broken windows, securing means re-glazing or boarding the window. If deemed necessary by the Enforcement Official, securing of vacant or abandoned property may require the provision of on-site security guard services. Such services shall be of sufficient duration and frequency to ensure that the property remains secure and no unauthorized persons may gain entry.

C. If the vacant or abandoned property is owned by a corporation and/or out of area beneficiary/trustee/owner, a local property management company shall be contracted to perform weekly inspections to verify that the abandoned property is maintained in accordance with the requirements of this section, and any other applicable laws.

D. The local property management company shall inspect the property on a weekly basis, or more frequently, to ensure the property complies with the requirements of this division. If it is determined that the property is not in compliance, it is the company's responsibility to bring the property into compliance.

E. The duties and obligations specified in this section shall be joint and several among and between all trustees and beneficiaries and their respective agents.

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F. Bonding Requirements for Vacant Buildings.

1. Whenever a building remains vacant for a period of ninety (90) days or more, in addition to the other requirements of this chapter the owner, beneficiary or trustee, shall post with the city a bond or similar security in an amount equal to three (3) months estimated costs of blight prevention and security activities, as estimated by the Building Official or Code Enforcement Supervisor.

9.72.060 Additional Authority; Monitoring Program.

A. In addition to the enforcement remedies established in this division, the city shall have the authority to require the beneficiary, trustee, owner or owner of record of any property affected by this section, to implement additional maintenance and/or security measures including but not limited to, securing any and all doors, windows or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard or other measures as may be reasonably required to secure and reduce the visual decline of the property.

9.72.070 Fees.

An annual non-refundable foreclosed vacant and/or abandoned property registration fee shall be paid to city at the time of registration. The fee and registration shall be valid for one (1) year from the date of registration. Registration fees will not be prorated. If the foreclosed, vacant and/or abandoned property is sold or transferred within a calendar year to a new bank/owner it will need to register the foreclosed, vacant and/or abandoned property; the annual fee is not transferable. The fee for registering, renewing, and re-registering a foreclosed, vacant, and/or abandoned property shall be set, from time to time, by resolution of the city council. The amount of the fee shall not exceed the cost of administering the provisions of this chapter.

Additional hourly inspection fees as set forth in the city's miscellaneous fee resolution may be levied on a property for staff time to inspect and enforce the provision of this Code when a complaint has been filed on a property subject to this article.

9.72.080 Enforcement.

A. Any violation of this division shall be treated as a strict liability offense; a violation shall be deemed to have occurred regardless of a violator's intent.

B. Any person, partnership, association, corporation, fiduciary or other legal entity, that owns, leases, occupies, controls or manages any abandoned property and causes, permits, or maintains a violation of the chapter as to that property, shall be guilty of a misdemeanor, and upon conviction thereof, may be punished as provided in Section 1.16.010.

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C. This section is intended to be cumulative to, and not in place of, other rights and remedies available to the city pursuant to this Code. As an alternative to the violation and penalty specified in this section, the city attorney or enforcement official may pursue any other right or remedy permitted by this Code, including, but not limited to, commencement of any civil action, or administrative action to abate the condition of a property as a public nuisance pursuant to Section 8.64.

D. If an Hearing Officer determines that the owner of abandoned property has failed to maintain that property as obligated under California Civil Code Section 2929.3 and in accordance with this chapter, the city may impose a civil fine against the owner of up to one thousand dollars ($1,000.00) per day, or an amount set by the city's miscellaneous fee schedule as amended from time to time, for each day that the owner fails to maintain the property commencing on the day following the expiration of the period to remedy the violation as set forth in the notice provided pursuant to subsection E.

E. If the city chooses to impose a fine pursuant to subsection D., it shall give notice of the alleged violation to the owner. The notice shall include a description of the conditions that gave rise to the violation, and notice of the city's intent to assess a civil fine if action to correct the violation is not commenced within a period of not less than fourteen (14) days and completed within a period of not less than thirty (30) days. The notice shall be mailed to the name and address provided in the deed or other instrument for mailing future tax statements, or, if none, to the return address provided on the deed or other instrument.

F. The city shall provide a period of not less than thirty (30) days for the legal owner to remedy the violation prior to imposing a civil fine. Notwithstanding the foregoing, the city may provide less than thirty (30) days' notice to remedy a condition before imposing a civil fine if the entity determines that a specific condition of the property threatens public health or safety and provided that notice of that determination and time for compliance is given.

G. The city shall provide an owner who wishes to contest any fines imposed pursuant to subsection D, a hearing and opportunity to be heard in accordance with the procedures for administrative citations contained in Section 1.20.090 of the Gardena Municipal Code.

H. Payment of the administrative and civil penalties shall not excuse the failure to correct the violation nor shall it bar further enforcement action.

9.72.090 Appeals.

Any person aggrieved by any of the requirements of this division may appeal a determination made hereunder in the manner specified with respect to appeals under

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Section 1.12 of the Gardena Municipal Code.

SECTION 3. CEQA. Pursuant to the provisions of the California Environmental Quality Act ("CEQA"), Public Resources Code § 21000 *et seq.* and the CEQA Guidelines, staff has determined that the Ordinance does not qualify as a project as defined in CEQA Guidelines section 15378, and there is no potential for the adoption of the Ordinance to result in a physical change in the environment and therefore is not subject to CEQA. Even if the Ordinance were subject to CEQA, it would be exempt under the commonsense exemption of Guidelines section 15061(b)(3) as there is no possibility that the activity may have a significant effect on the environment. Adoption of the Ordinance is also exempt under Guidelines section 15308 as an action to creating a regulatory process to protect the environment. Staff is directed to file a Notice of Exemption.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions thereof may be declared invalid or unconstitutional.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect on the thirty-first date after adoption. However, no enforcement action shall be taken until six months from the date of adoption.

SECTION 6. CERTIFICATION. The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be posted and codified in the manner required by law.

PASSED, APPROVED and **ADOPTED** at a regular meeting of the City Council on this 10th day of June 2025.

ATTEST:

_____
Tasha Cerda, Mayor

_____
Mina Semenza, City Clerk

Docusign Envelope ID: 3C242AF7-C48F-4B45-875B-56648FDA1E09

APPROVED AS TO FORM:

_____

Carmen Vasquez, City Attorney

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 13.B
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: May 27, 2025

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

AGENDA TITLE: PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1883 : Amending the Gardena Municipal Code Chapter 18.13 relating to Accessory Dwelling Units and Junior Accessory Dwelling Units.
Environmental Consideration: Adoption of this ordinance is statutorily exempt from CEQA pursuant to Public Resources Code Section 21080.17 (local ordinances regulating construction of dwelling units and second units).

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- Open the public hearing;
- Receive testimony from the public, allowing three (3) minutes for each speaker; and
- Close the public hearing.

Staff Recommendation for Motion:

- Introduce Ordinance No. 1883;
- Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
- Direct staff to file a notice of exemption.

RECOMMENDATION AND STAFF SUMMARY:

On May 6, 2025, Ordinance No. 1883 was presented to the Planning Commission for consideration of a recommendation to the City Council, addressing amendments to the Zoning Code to align with state legislation, AB 2533 and SB 1211, and making an environmental assessment in accordance with the California Environmental Quality Act (CEQA), During this meeting, the Commission adopted Resolution No. PC 7-25 (Attachment A), recommending that the City Council adopt Ordinance No. 1883 and determined that adoption of the ordinance is statutorily exempt from CEQA pursuant to Public Resources Code section 21080.17, which provides that CEQA does not apply to the adoption of an ordinance to implement ADU law.

FINANCIAL IMPACT/COST:

None.

ATTACHMENTS:

City Council Staff Report - ADU Ordinance No. 1883
A - Planning Commission Resolution No. PC 7-25, Recommending Adoption of Ordinance No. 1883
B - Planning Commission Staff Report dated May 6, 2025
C - Ordinance No. 1883

D - Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1883

APPROVED:

_____

Clint Osorio, City Manager

City of Gardena
City Council Meeting

Agenda Item No.: 13.B
Department: Community Development
Meeting Date: May 27, 2025

AGENDA STAFF REPORT

AGENDA TITLE:

PUBLIC HEARING: ORDINANCE NO. 1883, Amending the Gardena Municipal Code Chapter 18.13 relating to Accessory Dwelling Units and Junior Accessory Dwelling Units.

Environmental Consideration: Adoption of this ordinance is statutorily exempt from CEQA pursuant to Public Resources Code Section 21080.17 (local ordinances regulating construction of dwelling units and second units).

RECOMMENDATION:

Staff respectfully recommends that the City Council:

1) Open the public hearing;
2) Receive testimony from the public, allow three (3) minutes for each speaker; and
3) Close the public hearing.

Staff Recommendation for Motion:

1) Introduce Ordinance No. 1883;
2) Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
3) Direct staff to file a notice of exemption.

SUMMARY

Ordinance No. 1883 would amend Chapter 18.13 of the Gardena Municipal Code, to align with statewide regulations for Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) in accordance with two recent bills that were passed in September 2024, Assembly Bill 2533 (AB 2533) and Senate Bill 1211 (SB 1211). AB 2533 and SB 1211 made modifications to the statewide regulations for ADUs and JADUs to allow previously constructed but unpermitted ADUs and JADUs, no replacement requirement for converted uncovered parking spaces, added definitions including “livable space,” increased number of detached ADUs in multifamily zoned lots, and greater consistency in references to recodified state codes and city ordinances.

On May 6, 2025, Ordinance No. 1883 was presented to the Planning Commission for consideration of a recommendation to the City Council, addressing amendments to the Zoning Code to align with state legislation, and making an environmental assessment, in accordance with the California Environmental Quality Act (CEQA). During this meeting the Commission adopted Resolution No. PC 7-25 (Attachment A), recommending that the City Council adopt Ordinance

No. 1883 and determine that adoption of the ordinance is statutorily exempt from CEQA pursuant to Public Resources Code section 21080.17, which provides that CEQA does not apply to the adoption of an ordinance to implement ADU law.

The adoption of Ordinance No. 1883 will bring the City's code into compliance with the state laws in relation to ADUs and JADUs.

CONCLUSION:

Staff respectfully recommend that the City Council conduct a public hearing, receive public comment and testimony, and introduce Ordinance No. 1883 for its first reading.

FISCAL IMPACT:
None.

Submitted by: _____Kevin La_____ Date 5/23/2025

ATTACHMENTS TO STAFF REPORT

A – Planning Commission Resolution No. PC 7-25, recommending adoption of the Ordinance No. 1883

B – Planning Commission Staff Report dated May 6, 2025

C – Ordinance No. 1883

D – Proposed Changes to Gardena Municipal Code – Redlines to Ordinance No. 1883

RESOLUTION NO. PC 7-25

A RESOLUTION OF THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE ORDINANCE NO. 1883 AMENDING CHAPTER 18.13 OF THE GARDENA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND FIND THAT THE ORDINANCE IS STATUTORILY EXEMPT UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT PURUSANT TO PUBLIC RESOURCES CODE SECTION 21080.17.

RECITALS

A. State laws regarding Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) have been amended by the State legislature.

B. The City of Gardena wishes to amend its Municipal Code provisions regarding ADUs and JADUs to be compliant with State law.

C. A notice of public hearing was duly published for the Planning and Environmental Quality Commission on April 10, 2025.

D. On May 6, 2025, the Planning Commission of the City of Gardena held a duly noticed public hearing and adopted Resolution No. PC 7-25, recommending that the City Council adopt Ordinance No. 1883.

NOW, THEREFORE, THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

The Planning and Environmental Quality Commission hereby recommends that the City Council adopt Ordinance No. 1883, attached hereto as Exhibit 1, amending Chapter 18.13 of the Gardena Municipal Code relating to accessory dwelling units and junior accessory dwelling units.

After considering all evidence, both written and oral, and based upon the reasons provided by staff, the Planning and Environmental Quality Commission believes that these changes are necessary and in the best interests of the City of Gardena.

PASSED, APPROVED, AND ADOPTED this 6th day of May 2025.

DERYL HENDERSON, CHAIR
PLANNING AND ENVIRONMENTAL
QUALITY COMMISSION

ATTEST:

GREG TSUJIUCHI, SECRETARY
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION
STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF GARDENA

I, Greg Tsujiuchi, Planning and Environmental Quality Commission Secretary of the City of Gardena, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Environmental Quality Commission of the City of Gardena at a regular meeting thereof, held the 6th day of May 2025, by the following vote:

AYES: Wright-Scherr, Henderson, Sherman and Kanhan
NOES: Langley
ABSENT: None

Attachments:

Exhibit 1 – Ordinance No. 1883

ORDINANCE NO. 1883

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING CHAPTER 18.13 OF THE GARDENA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO PUBLIC RESOURCES CODE SECTION 21080.17

WHEREAS, State law regarding Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) has been continually amended by the State legislature; and

WHEREAS, the City of Gardena wishes to amend its provisions on ADUs and JADUs to be compliant with State law; and

WHEREAS, on May 6, 2025 the Planning Commission held a duly noticed public hearing 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, including the finding that adoption is exempt from CEQA; and

WHEREAS, on XXX, 2025, the City Council held a duly noticed public hearing 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. Chapter 18.13 of the Gardena Municipal Code is hereby amended to read as follows:

Chapter 18.13
ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

18.13.010 Purpose.

A. In enacting this section, it is the intent of the city to encourage the provision of accessory dwelling units to meet a variety of economic needs within the city and to implement the goals, objectives, and policies of the housing element of the general plan. Accessory dwelling units provide housing for extended family members, students, the elderly, in-home health care providers, the disabled, and others, at below market prices within existing neighborhoods. Homeowners who create accessory dwelling units can benefit from added income, and an increased sense of security. Allowing accessory dwelling units in zones allowing residential uses provides needed additional rental housing. This chapter provides the requirements for the establishment of accessory

dwelling units consistent with California Government Code Sections 66310 through 66342.

B. For purposes of this chapter, “primary dwelling” shall mean as follows:

1. In the case of a single-family residential zone, the existing single-family dwelling, or the larger of two proposed units.

2. In the case of any other residential or mixed-use zone in which a single-family dwelling exists on the property, the existing dwelling.

3. In the case of multifamily or mixed-use zone which allows a residential use, the existing or proposed multifamily units.

C. For purposes of this chapter, words and phrases defined in Government Code Sections 66310 through 66342 shall have the same meaning when used in this chapter.

D. In cases of conflict between this chapter and any other provision of this title, the provisions of this chapter shall prevail. To the extent that any provision of this chapter is in conflict with state law, the mandatory requirement of state law shall control, but only to the extent legally required.

18.13.020 Applications – Junior and accessory dwelling units.

A. Applications for junior and accessory dwelling units shall be ministerially approved or denied within sixty days of receipt of a complete application and approved if they meet the requirements of this chapter.

1. If the application is submitted in conjunction with an application for a new single-family or multifamily dwelling, the application for the junior or accessory dwelling unit shall not be acted upon until the application for the new single-family or multifamily dwelling is approved.

2. If the application is denied, the city shall return a full set of comments in writing to the applicant with a list of items that are defective or deficient with a description of how the application can be remedied by the applicant. These comments shall be provided to the applicant within sixty days of a complete application.

3. If a detached garage is to be replaced with an accessory dwelling unit, the demolition permit shall be reviewed with the application for the accessory dwelling unit and issued at the same time.

4. The city shall grant a delay if requested by the applicant.

5. Notwithstanding the above, if the applicant uses a plan for an accessory dwelling unit that has been preapproved by the city or a plan that is identical to a plan used in an application for a detached accessory dwelling unit approved by the city within the current triennial California Building Standards Code cycle, the application shall be approved or denied within 30 days from the date of a complete application.

B. All applications for junior and accessory dwelling units shall be accompanied by an application fee.

C. Junior and accessory dwelling units shall be subject to applicable inspection and permit fees.

D. Neither an application for a junior nor an accessory dwelling unit shall be denied due to the need to correct nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are not affected by the construction of the unit.

18.13.025 Unpermitted structures constructed prior to January 1, 2020.

A. Unless the local agency makes a finding that correcting the violation is necessary to comply with the standards specified in Section 17920.3 of the Health and Safety Code, no application or permit shall be denied for an ADU or JADU that was constructed prior to January 1, 2020, based solely on either of the following:

1. The ADU is in violation of building standards pursuant to Article 1 of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code (commencing with Section 17960); or

2. The ADU does not comply with state law or the provisions of the Gardena Zoning Code regulating ADUs.

B. The provisions of subsection A shall not apply to a building that is deemed substandard pursuant to Section 17920.3 of the Health and Safety Code.

C. Before submitting an application for a permit, the homeowner may obtain a confidential third-party code inspection from a licensed contractor to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit.

D. Upon receiving an application to permit a previously unpermitted ADU or JADU constructed before January 1, 2020, an inspector from the city may inspect the unit for compliance with health and safety standards and provide recommendations to comply with such standards in order to obtain a permit. The city shall not penalize an applicant for having the unpermitted ADU or JADU and shall approve necessary permits to correct noncompliance with health and safety standards.

E. No impact fees or connection or capacity charges shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling unit built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code Section 17920.3 and authorized by Government Code Section 66324(e).

F. Enforcement. Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an accessory dwelling unit that provides substantially as follows:

You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the Community Development Director. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

18.13.030 Zones/locations allowed.

A. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where a single-family dwelling exists or has been proposed.

B. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where an existing multifamily structure exists or has been proposed.

C. Accessory dwelling units shall be allowed on all legally existing mixed-use zoned lots where an existing single-family or multifamily dwelling exists or has been proposed.

D. Nothing herein is meant to override the provisions of conditions, covenants, and restrictions for a housing development project relating to accessory dwelling units to the extent such restrictions comply with state law.

E. An accessory dwelling unit may be constructed in an attached or detached garage or in an existing accessory structure.

18.13.040 General requirements.

A. Number. Unless otherwise allowed by Section 18.13.060(A), only one accessory dwelling unit may be allowed per residential lot.

B. Accessory dwelling units shall not be sold separately from the primary dwelling, except to the extent that the sale meets the requirements of Government Code Section 66341 with regard to a qualified nonprofit corporation.

C. Neither the accessory dwelling unit nor any other residence located on the property, nor any part thereof, shall be rented out for less than thirty-one consecutive calendar days.

D. *Repealed.*

E. Fees.

1. Impact fees.

a. No impact fee shall be imposed on any accessory dwelling unit less than 750 square feet in size.

b. For accessory dwelling units 750 square feet or greater, impact fees shall be charged proportionately in relation to the square footage of the primary dwelling.

c. All applicable public service and applicable recreation impact fees shall be paid prior to occupancy in accordance with Government Code Sections 66000 et seq. and 66012 et seq.

d. For purposes of this section, “impact fee” shall have the same meaning as set forth in Government Code Section 66324 .

2. Connection Fees/Capacity Charges.

a. An accessory dwelling unit shall not be considered to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including for water and sewer service, unless the accessory dwelling unit is being constructed with a new single-family dwelling.

b. For an accessory dwelling unit contained within a proposed or existing single-family dwelling meeting the requirements of Section 18.13.060A.1, the city shall not impose a connection fee or capacity charge, unless the unit is being constructed with a new single-family dwelling. For all other accessory dwelling units, the city shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed accessory dwelling unit based on the size of the unit or number of plumbing fixtures.

F. Accessory dwelling units shall not count in determining density or lot coverage and are considered a residential use consistent with the existing general plan and zoning designation for the lot.

G. A deed restriction shall be required to be recorded against the property on which an accessory dwelling unit is constructed, which restriction shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of accessory dwelling unit separate from the sale of the primary dwelling(s), except as provided in Government Code Section 66341;

2. A restriction that prohibits the accessory dwelling unit from being enlarged beyond that which is permitted by Chapter 18.13;

3. A restriction from renting either the accessory dwelling unit or the primary dwelling(s) or any portions thereof for less than thirty-one consecutive calendar days;

4. A statement that the deed restrictions may be enforced against future purchasers.

5. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction.

6. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys’ fees and costs.

H. When an accessory dwelling unit is being proposed with a new primary dwelling unit, the city shall not issue a certificate of occupancy for an accessory dwelling unit before it issues a certificate of occupancy for the primary dwelling unit.

18.13.050 Development regulations.

A. Accessory dwelling units shall be required to comply with the objective development standards of the underlying zoning district and the applicable provisions of Chapter 18.42 unless superseded by a provision of this chapter or if such regulation prohibits the construction of an accessory dwelling unit of at least eight hundred square feet.

B. An accessory dwelling unit shall have a separate entrance from the primary dwelling which shall be located on a different plane than the entrance for the primary dwelling in the case of a single-family dwelling.

C. No passageway as defined in Government Code Section 66313 shall be required for the construction of an accessory dwelling unit.

D. Accessory dwelling units shall comply with all applicable building code requirements with the exception that fire sprinklers shall not be required in an accessory dwelling unit if they are not required for the primary dwelling and the construction of an accessory dwelling unit shall not trigger a requirement for sprinklers to be installed in the primary dwelling.

E. Size.

1. The floor area of an attached or detached accessory dwelling unit shall not exceed eight hundred fifty square feet for a studio or one bedroom or one thousand square feet for a unit that contains more than one bedroom.

2. The minimum size of an accessory dwelling unit shall not be less than that allowed for an efficiency unit.

3. The development standards of this section shall be waived to the extent required in order to allow an accessory dwelling unit that is eight hundred square feet, that does not exceed the height requirements set forth in subsection F of this section, and has a minimum of four-foot side and rear yard setbacks.

F. Setbacks. Except as specified below, an accessory dwelling unit shall be required to comply with the setback requirements of the zone in which the unit is to be located.

1. No setback shall be required for an existing living area, or a legally existing accessory structure, including a garage, that is converted to an accessory dwelling unit or a new accessory dwelling unit constructed in the same location and built to the same dimensions as the existing structure.

2. No setback greater than four feet shall be required for side and rear yard setbacks for all other accessory dwelling units not covered by subsection F.1 of this section.

3. An attached or detached accessory dwelling unit shall be at least six feet from all other buildings on the lot or on any adjacent lot.

4. An attached or detached accessory dwelling unit shall be located behind the front yard setback, unless the accessory dwelling unit is being constructed in the exact location and to the same dimensions as a previously existing approved accessory structure, including an attached or detached garage. This requirement shall be waived to the extent that it prohibits an accessory dwelling unit of eight hundred square feet from being built with four-foot side and rear yard setbacks in compliance with all other development standards.

5. No portion of an accessory dwelling unit may encroach into any public or private easement such as a utility easement unless the easement holder has provided written permission to construct the accessory dwelling unit in the manner proposed. To establish a rebuttable presumption of compliance with this requirement, the applicant may provide a written declaration under penalty of perjury affirming compliance with this requirement. The declaration shall be in a form acceptable to the city attorney.

G. Height. The height of an accessory dwelling unit shall be as follows:

1. A height of sixteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit.

2. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit that is within one-half mile walking distance of a major transit stop or a high-quality transit corridor. An additional two feet shall be allowed if required to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

3. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling.

4. A height of twenty-five feet or the height limit of the applicable zone that applies to the primary dwelling, whichever is lower, for an accessory dwelling unit that is attached to a primary dwelling unit or built above an existing garage. In no event shall the accessory dwelling unit exceed two stories.

5. An accessory dwelling unit may be built on top of a garage; provided, that the garage is maintained for parking and the total height of the structure does not exceed twenty-five feet. If an accessory dwelling unit is built pursuant to this provision, a declaration shall be recorded that the garage must be maintained for parking.

H. Parking.

1. Parking shall be required at the rate of one space for each accessory dwelling unit that contains at least one bedroom. No parking spaces shall be required for a studio unit or for an accessory dwelling unit created within an existing living space.

2. Parking spaces may be provided through tandem parking on an existing driveway; provided, that such parking does not encroach into the public sidewalk.

3. Parking spaces for accessory dwelling units may be provided in paved portions of setback areas; provided, that the amount of paving does not exceed the total amount of paving and hardscaped areas that are otherwise allowed by this title.

4. When a garage, carport, uncovered parking space, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit, such parking spaces need not be replaced.

5. Tandem parking and parking in setback areas shall not be allowed if the community development director makes specific findings that such parking is not feasible based upon specific site or regional topographical, or fire and life safety conditions.

6. Notwithstanding any other provision of this subsection H, no parking shall be required for the accessory dwelling unit if any of the following conditions apply:

a. The accessory dwelling unit is located within one-half mile walking distance of public transit;

b. The accessory dwelling unit is located within an architecturally and historically significant district;

c. The accessory dwelling unit is part of the proposed or existing primary dwelling or an existing accessory structure;

d. When on-street parking permits are required, but not offered to the occupant of the accessory dwelling unit;

e. When there is a car share vehicle located within one block of the accessory dwelling unit; or

f. When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single-family or multifamily dwelling on the same lot, provided the ADU or parcel satisfies any other criteria listed in this subsection H.

I. Utilities.

1. All utility installations shall be placed underground.

2. For an accessory dwelling unit contained within an existing single-family dwelling meeting the requirements of Section 18.13.060(A)(1), the city shall not require the installation of a new or separate utility connection between the accessory dwelling unit and the utility unless the accessory dwelling is being constructed with a new single-family dwelling.

3. For all other accessory dwelling units other than those described in subsection (I)(2) of this section, the city shall require a new or separate utility connection between the accessory dwelling unit and the utility.

J. The number of curb cuts allowed shall be governed by the underlying zoning regulations.

K. An applicant may turn an existing single-family dwelling into the accessory dwelling unit and develop a new primary residence elsewhere on the lot if both structures meet all requirements of this chapter and the R-1 zone, including size limitations.

L. Affordability Information (RHNA). Applicants shall provide the city with all information reasonably requested by the city to allow the city to classify the ADU by income category for the city's annual housing report.

18.13.060 Mandatory approvals.

A. Notwithstanding any other provision of this chapter, the city shall ministerially approve an application for any of the following accessory dwelling units within a residential or mixed-use zone:

1. One accessory dwelling unit and one junior accessory dwelling unit within the existing or proposed space of a single-family dwelling or accessory structure.

a. An expansion of up to one hundred fifty square feet shall be allowed in an accessory structure solely for the purposes of accommodating ingress and egress.

b. The junior or accessory dwelling unit shall have exterior access separate from the existing or proposed single-family dwelling.

c. The side and rear setbacks shall be sufficient for fire and safety.

d. If the unit is a junior accessory dwelling unit, it shall comply with the requirements of Section 18.13.070.

2. One new detached accessory dwelling unit with minimum four-foot side and rear yard setbacks on a lot with an existing or proposed single-family dwelling; provided, that the unit shall not be more than eight hundred square feet and shall not exceed the height requirements set forth in Section 18.13.050(G)(1) through (3).

a. A junior accessory dwelling unit may be developed in conjunction with this type of detached accessory dwelling unit, provided it complies with the requirements of subsection (A)(1) of this section.

3. On a lot with a multifamily dwelling structure, up to twenty-five percent of the existing total multifamily dwelling units, but no less than one unit, shall be allowed within the portions of the existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages; provided, that each unit complies with state building standards for dwellings.

4. On a lot with a proposed multifamily dwelling structure, up to two detached units; provided that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

5. On a lot with an existing multifamily dwelling structure, up to eight detached units, but in no event more than the number of existing units on the lot, provided that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

B. For those junior/or accessory dwelling units which require mandatory approval, the city shall not require the correction of nonconforming zoning conditions.

C. The installation of fire sprinklers shall not be required in an accessory dwelling unit approved under this section if fire sprinklers are not required for the primary residence.

D. No unit approved under this section shall be rented for a period of 30 days or less.

18.13.070 Junior accessory dwelling units.

A. One junior accessory dwelling unit shall be allowed in an existing or proposed single-family dwelling, including in an attached garage. A junior accessory dwelling unit may also be allowed on the same lot as an accessory dwelling unit permitted under Section 18.13.060A.1 or 2.

B. The junior accessory dwelling unit shall be required to contain at least an efficiency kitchen which includes a sink, cooking appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the junior accessory dwelling unit.

C. The junior accessory dwelling unit shall be required to have a separate entrance from the primary dwelling which shall be located on a different side of the home than the front door of the primary dwelling.

D. The junior accessory dwelling unit may, but is not required to, include separate sanitation facilities. If separate sanitation facilities are not provided, the junior accessory dwelling unit shall share sanitation facilities with the single-family residence and shall have direct access to the single-family residence from the interior of the dwelling unit.

E. No additional parking shall be required for a junior accessory dwelling unit.

F. Junior accessory dwelling units shall be required to comply with applicable building standards, except that fire sprinklers shall not be required if they were not required for the single-family residence.

G. The city shall not require the correction of a nonconforming zoning condition as a requirement for the junior accessory dwelling unit.

H. A deed restriction shall be required to be recorded on the property on which a junior accessory dwelling unit is constructed, which deed restriction which shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single-family residence;

2. A restriction that prohibits the junior accessory dwelling unit from being enlarged beyond five hundred square feet;

3. A restriction from renting either the junior accessory dwelling unit or the single-family dwelling or any part thereof for less than thirty-one consecutive calendar days;

4. A restriction that the owner resides in either the single-family dwelling or the junior accessory dwelling unit. Notwithstanding the foregoing, this restriction shall not apply if the owner of the single-family dwelling is a governmental agency, land trust, or housing organization;

5. A statement that the deed restrictions may be enforced against future purchasers;

6. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction; and

7. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys' fees and costs.

I. For the purposes of applying any fire or life protection ordinance or regulation, or providing service water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered to be a separate or new dwelling unit.

SECTION 2. **CEQA.** This Ordinance is exempt from CEQA pursuant to Public Resources Code Section 21080.17 which exempts ordinances implementing ADU ordinances.

SECTION 3. 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 4. 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 fifteen (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 5. Effective Date. This Ordinance shall not become effective or be in force until thirty (30) days from and after the date of its adoption.

SECTION 6. HCD. The City Clerk shall send a copy of this Ordinance to the Department of Housing and Community Development as required by State law.

Passed, approved, and adopted this ____ day of _____, 2025.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____

CARMEN VASQUEZ, City Attorney

CITY OF GARDENA
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

STAFF REPORT
ZONE TEXT AMENDMENT #1-25
RESOLUTION NO. PC 7-25
AGENDA ITEM # 7.B

DATE:	May 6, 2025
TO:	Chair Henderson and Members of the Planning and Environmental Quality Commission
FROM:	Greg Tsujiuchi, Community Development Director
PREPARED BY:	Kevin La, Planning Assistant
APPLICANT:	City of Gardena
LOCATION:	Citywide
REQUEST:	The Planning and Environmental Quality Commission will consider approving a resolution recommending that the City Council adopt Ordinance No. 1883 amending Chapter 18.13 of the Gardena Municipal Code relating to accessory dwelling units and junior accessory dwelling units and making a assessment that the resolution is exempt from CEQA pursuant to Public Resources Code Section 21080.17.

BACKGROUND

California State laws regarding Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) have continued to be amended by the State legislature for the past several years. There were two recent bills passed that have impacted accessory dwelling units. AB 2533 and SB 1211 made modifications to the statewide regulations for ADU and JADU development standards and controls that included expansions to permit unpermitted constructed ADUs and JADUs, no replacement of uncovered parking spaces, added definitions including “livable space,” increasing the number of detached ADUs in multifamily zoned lots, and reference consistency between general government code or city ordinances.

Recommending that the City Council adopt the proposed ordinance (Attachment A to Exhibit 1) would ensure that the City has in place minimum ADU and JADU development standards and controls that are consistent with State law. The proposed changes to the Gardena Municipal Code may be viewed through Attachment B. The Planning Commission is being asked to consider amendments to the City’s municipal code

regarding Title 18 Zoning and make the environmental assessment in accordance with the California Environmental Quality Act.

ANALYSIS

Between the two bills, the following provisions would apply:

- Changes the references to the California Government Code Sections for ADUs/JADUs from §65852.2 and 65852.22 to §66310 through 66342.
- Applicant usage of preapproved ADU plans approved by the City, or identical plans used for detached ADUs by the California Building Standards Code cycle, shall be approved for denied within 30 days from the date of a complete application.
- State prohibition for a city to deny unpermitted ADUs constructed before January 1, 2018, now includes JADUs and changed the already-constructed unpermitted ADU cutoff date to January 1, 2020.
    - Definition of an unpermitted ADU or JADU shall be based on either of the following:
        - The ADU is in violation of building standards of the Health and Safety Code § 17960; or
        - The ADU does not comply with state law or the provisions of Gardena Zoning Code regulating ADUs.
    - Denial of a permit for an unpermitted ADU can now only occur if correcting the violation is necessary to remedy conditions that would otherwise deem a building substandard under Health and Safety Code § 17920.3.
    - Prior to submission of an unpermitted ADU, the homeowner may obtain a confidential third-party code inspector to determine the unit's condition or potential scope of building improvements.
    - Upon submission of an unpermitted ADU or JADU, a Building inspector may inspect the unit for compliance with health and safety standards and provide recommendations to comply with such standards. The city shall not penalize applicants for having unpermitted ADU(s) or a JADU.
    - No impact fees or connection or capacity charges shall be imposed on the homeowner applying for a permit for an unpermitted ADU or JADU, except when required to comply with Health and Safety Code § 17920.3 and authorized by Government Code § 66324(e).
    - Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any building standards for ADUs.

- Clarifies that ADUs may be constructed in an existing accessory structure.
- Changes Government Code reference from § 65852.26 to § 66341 for prohibitions of ADUs to be sold separately from the primary dwelling with exceptions for qualified nonprofit corporations.
- Clarifies definition for “impact fee” to be the same as Government Code § 66324.
- Expanded the criteria for connection fees/capacity charges.
    - ADUs shall not be considered as a new residential use for calculating connection fees or capacity charges for utilities, unless the ADU is being constructed in conjunction with a new single-family dwelling.
    - The city shall not impose a connection fee or capacity charge for an ADU that is contained within the proposed existing single-family dwelling. For all other ADUs, the city shall charge a connection fee or capacity charge proportionate to the size of the unit or number of plumbing fixtures.
- Clarifies when an ADU is proposed with a new primary dwelling unit, the City shall not issue a Certificate of Occupancy for an ADU until one is issued for the primary dwelling unit.
- Changes Government Code reference from § 65852.2(i) to § 66313 for a passageway to be required for the construction of an ADU.
- Clarifies the minimum size of an ADU shall not be less than what is allowed for an efficiency unit.
- Clarifies that the required parking for an ADU is one space per ADU that contains at least one bedroom. No parking space requirement for a studio unit or for an ADU created within an existing living space.
- Unless an ADU is being constructed with a new single-family dwelling, the city shall not require the installation of a new or separate utility connection.
- Clarifies that up to twenty-five percent of the existing total multifamily dwelling units can be converted from non-livable space on multifamily lots.
    - On a lot with proposed multifamily dwelling units, up to two detached ADUs may be proposed in conjunction.
- On a lot with an existing multifamily dwelling structure, up to eight (8) detached ADUs, but no more than the existing units on the lot, may be proposed, provided they do not exceed height requirements and the four-foot side and rear yard setbacks in accordance with Gardena

Municipal Code Section 18.13.050.(G)(1) through (3).

- The installation of fire sprinklers in ADUs is not required if the primary residence does not require them under the provisions of mandatory ADU approvals.
- Specifies that no ADU may be rented for a period of 30 days or less.
- Changes Gardena Municipal Code reference from § 18.13.060(F)(1) through (3) to § 18.13.060A.1 or 2 for the allowance to construct a JADU on the same lot as an ADU.

ENVIRONMENTAL REVIEW

Adoption of this ordinance is statutorily exempt from CEQA pursuant to Public Resources Code section 21080.17, which provides that CEQA does not apply to the adoption of an ordinance to implement ADU law.

NOTICING

The public hearing notice was published in the Gardena Valley News on April 10, 2025 (Attachment C). A copy of Proof of Publication and Affidavit of Mailing are on file in the office of the Community Development Department Room 101, City Hall, and are considered part of the record.

RECOMMENDATION

Staff recommends the Planning and Environmental Quality Commission to:

1) Open the public hearing;
2) Receive testimony from the public;
3) Close the public hearing; and
4) Adopt Resolution PC 7-25 recommending that the City Council adopt Ordinance No. 1883.

ATTACHMENTS

A – Planning Commission Resolution No. PC #7-25
Exhibit 1 – Ordinance No. 1883
B – Proposed Changes to Gardena Municipal Code – Redlines to Ordinance No. 1883
C – Public Hearing Notice

Docusign Envelope ID: 4D82B931-60A7-4D07-8A5F-996F5DD6D610

ORDINANCE NO. 1883

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA AMENDING CHAPTER 18.13 OF THE GARDENA MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO PUBLIC RESOURCES CODE SECTION 21080.17

WHEREAS, State law regarding Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) has been continually amended by the State legislature; and

WHEREAS, the City of Gardena wishes to amend its provisions on ADUs and JADUs to be compliant with State law; and

WHEREAS, on May 6, 2025 the Planning Commission held a duly noticed public hearing 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, including the finding that adoption is exempt from CEQA; and

WHEREAS, on May 27, 2025, the City Council held a duly noticed public hearing 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. Chapter 18.13 of the Gardena Municipal Code is hereby amended to read as follows:

Chapter 18.13
ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

18.13.010 Purpose.

A. In enacting this section, it is the intent of the city to encourage the provision of accessory dwelling units to meet a variety of economic needs within the city and to implement the goals, objectives, and policies of the housing element of the general plan. Accessory dwelling units provide housing for extended family members, students, the elderly, in-home health care providers, the disabled, and others, at below market prices within existing neighborhoods. Homeowners who create accessory dwelling units can benefit from added income, and an increased sense of security. Allowing accessory dwelling units in zones allowing residential uses provides needed additional rental housing. This chapter provides the requirements for the establishment of accessory

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dwelling units consistent with California Government Code Sections 66310 through 66342.

B. For purposes of this chapter, “primary dwelling” shall mean as follows:

1. In the case of a single-family residential zone, the existing single-family dwelling, or the larger of two proposed units.

2. In the case of any other residential or mixed-use zone in which a single-family dwelling exists on the property, the existing dwelling.

3. In the case of multifamily or mixed-use zone which allows a residential use, the existing or proposed multifamily units.

C. For purposes of this chapter, words and phrases defined in Government Code Sections 66310 through 66342 shall have the same meaning when used in this chapter.

D. In cases of conflict between this chapter and any other provision of this title, the provisions of this chapter shall prevail. To the extent that any provision of this chapter is in conflict with state law, the mandatory requirement of state law shall control, but only to the extent legally required.

18.13.020 Applications – Junior and accessory dwelling units.

A. Applications for junior and accessory dwelling units shall be ministerially approved or denied within sixty days of receipt of a complete application and approved if they meet the requirements of this chapter.

1. If the application is submitted in conjunction with an application for a new single-family or multifamily dwelling, the application for the junior or accessory dwelling unit shall not be acted upon until the application for the new single-family or multifamily dwelling is approved.

2. If the application is denied, the city shall return a full set of comments in writing to the applicant with a list of items that are defective or deficient with a description of how the application can be remedied by the applicant. These comments shall be provided to the applicant within sixty days of a complete application.

3. If a detached garage is to be replaced with an accessory dwelling unit, the demolition permit shall be reviewed with the application for the accessory dwelling unit and issued at the same time.

4. The city shall grant a delay if requested by the applicant.

5. Notwithstanding the above, if the applicant uses a plan for an accessory dwelling unit that has been preapproved by the city or a plan that is identical to a plan used in an application for a detached accessory dwelling unit approved by the city within the current triennial California Building Standards Code cycle, the application shall be approved or denied within 30 days from the date of a complete application.

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B. All applications for junior and accessory dwelling units shall be accompanied by an application fee.

C. Junior and accessory dwelling units shall be subject to applicable inspection and permit fees.

D. Neither an application for a junior nor an accessory dwelling unit shall be denied due to the need to correct nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are not affected by the construction of the unit.

18.13.025 Unpermitted structures constructed prior to January 1, 2020.

A. Unless the local agency makes a finding that correcting the violation is necessary to comply with the standards specified in Section 17920.3 of the Health and Safety Code, no application or permit shall be denied for an ADU or JADU that was constructed prior to January 1, 2020, based solely on either of the following:

1. The ADU is in violation of building standards pursuant to Article 1 of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code (commencing with Section 17960); or

2. The ADU does not comply with state law or the provisions of the Gardena Zoning Code regulating ADUs.

B. The provisions of subsection A shall not apply to a building that is deemed substandard pursuant to Section 17920.3 of the Health and Safety Code.

C. Before submitting an application for a permit, the homeowner may obtain a confidential third-party code inspection from a licensed contractor to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit.

D. Upon receiving an application to permit a previously unpermitted ADU or JADU constructed before January 1, 2020, an inspector from the city may inspect the unit for compliance with health and safety standards and provide recommendations to comply with such standards in order to obtain a permit. The city shall not penalize an applicant for having the unpermitted ADU or JADU and shall approve necessary permits to correct noncompliance with health and safety standards.

E. No impact fees or connection or capacity charges shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling unit built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code Section 17920.3 and authorized by Government Code Section 66324(e).

F. Enforcement. Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an accessory dwelling unit that provides substantially as follows:

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You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the Community Development Director. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

18.13.030 Zones/locations allowed.

A. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where a single-family dwelling exists or has been proposed.

B. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where an existing multifamily structure exists or has been proposed.

C. Accessory dwelling units shall be allowed on all legally existing mixed-use zoned lots where an existing single-family or multifamily dwelling exists or has been proposed.

D. Nothing herein is meant to override the provisions of conditions, covenants, and restrictions for a housing development project relating to accessory dwelling units to the extent such restrictions comply with state law.

E. An accessory dwelling unit may be constructed in an attached or detached garage or in an existing accessory structure.

18.13.040 General requirements.

A. Number. Unless otherwise allowed by Section 18.13.060(A), only one accessory dwelling unit may be allowed per residential lot.

B. Accessory dwelling units shall not be sold separately from the primary dwelling, except to the extent that the sale meets the requirements of Government Code Section 66341 with regard to a qualified nonprofit corporation.

C. Neither the accessory dwelling unit nor any other residence located on the property, nor any part thereof, shall be rented out for less than thirty-one consecutive calendar days.

D. *Repealed.*

E. Fees.

1. Impact fees.

a. No impact fee shall be imposed on any accessory dwelling unit less than 750 square feet in size.

b. For accessory dwelling units 750 square feet or greater, impact fees shall be charged proportionately in relation to the square footage of the primary dwelling.

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c. All applicable public service and applicable recreation impact fees shall be paid prior to occupancy in accordance with Government Code Sections 66000 et seq. and 66012 et seq.

d. For purposes of this section, “impact fee” shall have the same meaning as set forth in Government Code Section 66324 .

2. Connection Fees/Capacity Charges.

a. An accessory dwelling unit shall not be considered to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including for water and sewer service, unless the accessory dwelling unit is being constructed with a new single-family dwelling.

b. For an accessory dwelling unit contained within a proposed or existing single-family dwelling meeting the requirements of Section 18.13.060A.1, the city shall not impose a connection fee or capacity charge, unless the unit is being constructed with a new single-family dwelling. For all other accessory dwelling units, the city shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed accessory dwelling unit based on the size of the unit or number of plumbing fixtures.

F. Accessory dwelling units shall not count in determining density or lot coverage and are considered a residential use consistent with the existing general plan and zoning designation for the lot.

G. A deed restriction shall be required to be recorded against the property on which an accessory dwelling unit is constructed, which restriction shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of accessory dwelling unit separate from the sale of the primary dwelling(s), except as provided in Government Code Section 66341;

2. A restriction that prohibits the accessory dwelling unit from being enlarged beyond that which is permitted by Chapter 18.13;

3. A restriction from renting either the accessory dwelling unit or the primary dwelling(s) or any portions thereof for less than thirty-one consecutive calendar days;

4. A statement that the deed restrictions may be enforced against future purchasers.

5. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction.

6. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys’ fees and costs.

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H. When an accessory dwelling unit is being proposed with a new primary dwelling unit, the city shall not issue a certificate of occupancy for an accessory dwelling unit before it issues a certificate of occupancy for the primary dwelling unit.

18.13.050 Development regulations.

A. Accessory dwelling units shall be required to comply with the objective development standards of the underlying zoning district and the applicable provisions of Chapter 18.42 unless superseded by a provision of this chapter or if such regulation prohibits the construction of an accessory dwelling unit of at least eight hundred square feet.

B. An accessory dwelling unit shall have a separate entrance from the primary dwelling which shall be located on a different plane than the entrance for the primary dwelling in the case of a single-family dwelling.

C. No passageway as defined in Government Code Section 66313 shall be required for the construction of an accessory dwelling unit.

D. Accessory dwelling units shall comply with all applicable building code requirements with the exception that fire sprinklers shall not be required in an accessory dwelling unit if they are not required for the primary dwelling and the construction of an accessory dwelling unit shall not trigger a requirement for sprinklers to be installed in the primary dwelling.

E. Size.

1. The floor area of an attached or detached accessory dwelling unit shall not exceed eight hundred fifty square feet for a studio or one bedroom or one thousand square feet for a unit that contains more than one bedroom.

2. The minimum size of an accessory dwelling unit shall not be less than that allowed for an efficiency unit.

3. The development standards of this section shall be waived to the extent required in order to allow an accessory dwelling unit that is eight hundred square feet, that does not exceed the height requirements set forth in subsection F of this section, and has a minimum of four-foot side and rear yard setbacks.

F. Setbacks. Except as specified below, an accessory dwelling unit shall be required to comply with the setback requirements of the zone in which the unit is to be located.

1. No setback shall be required for an existing living area, or a legally existing accessory structure, including a garage, that is converted to an accessory dwelling unit or a new accessory dwelling unit constructed in the same location and built to the same dimensions as the existing structure.

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2. No setback greater than four feet shall be required for side and rear yard setbacks for all other accessory dwelling units not covered by subsection F.1 of this section.

3. An attached or detached accessory dwelling unit shall be at least six feet from all other buildings on the lot or on any adjacent lot.

4. An attached or detached accessory dwelling unit shall be located behind the front yard setback, unless the accessory dwelling unit is being constructed in the exact location and to the same dimensions as a previously existing approved accessory structure, including an attached or detached garage. This requirement shall be waived to the extent that it prohibits an accessory dwelling unit of eight hundred square feet from being built with four-foot side and rear yard setbacks in compliance with all other development standards.

5. No portion of an accessory dwelling unit may encroach into any public or private easement such as a utility easement unless the easement holder has provided written permission to construct the accessory dwelling unit in the manner proposed. To establish a rebuttable presumption of compliance with this requirement, the applicant may provide a written declaration under penalty of perjury affirming compliance with this requirement. The declaration shall be in a form acceptable to the city attorney.

G. Height. The height of an accessory dwelling unit shall be as follows:

1. A height of sixteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit.

2. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit that is within one-half mile walking distance of a major transit stop or a high-quality transit corridor. An additional two feet shall be allowed if required to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

3. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling.

4. A height of twenty-five feet or the height limit of the applicable zone that applies to the primary dwelling, whichever is lower, for an accessory dwelling unit that is attached to a primary dwelling unit or built above an existing garage. In no event shall the accessory dwelling unit exceed two stories.

5. An accessory dwelling unit may be built on top of a garage; provided, that the garage is maintained for parking and the total height of the structure does not exceed twenty-five feet. If an accessory dwelling unit is built pursuant to this provision, a declaration shall be recorded that the garage must be maintained for parking.

H. Parking.

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1. Parking shall be required at the rate of one space for each accessory dwelling unit that contains at least one bedroom. No parking spaces shall be required for a studio unit or for an accessory dwelling unit created within an existing living space.

2. Parking spaces may be provided through tandem parking on an existing driveway; provided, that such parking does not encroach into the public sidewalk.

3. Parking spaces for accessory dwelling units may be provided in paved portions of setback areas; provided, that the amount of paving does not exceed the total amount of paving and hardscaped areas that are otherwise allowed by this title.

4. When a garage, carport, uncovered parking space, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit, such parking spaces need not be replaced.

5. Tandem parking and parking in setback areas shall not be allowed if the community development director makes specific findings that such parking is not feasible based upon specific site or regional topographical, or fire and life safety conditions.

6. Notwithstanding any other provision of this subsection H, no parking shall be required for the accessory dwelling unit if any of the following conditions apply:

a. The accessory dwelling unit is located within one-half mile walking distance of public transit;

b. The accessory dwelling unit is located within an architecturally and historically significant district;

c. The accessory dwelling unit is part of the proposed or existing primary dwelling or an existing accessory structure;

d. When on-street parking permits are required, but not offered to the occupant of the accessory dwelling unit;

e. When there is a car share vehicle located within one block of the accessory dwelling unit; or

f. When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single-family or multifamily dwelling on the same lot, provided the ADU or parcel satisfies any other criteria listed in this subsection H.

I. Utilities.

1. All utility installations shall be placed underground.

2. For an accessory dwelling unit contained within an existing single-family dwelling meeting the requirements of Section 18.13.060(A)(1), the city shall not require the installation of a new or separate utility connection between the accessory dwelling unit and the utility unless the accessory dwelling is being constructed with a new single-family dwelling.

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3. For all other accessory dwelling units other than those described in subsection (I)(2) of this section, the city shall require a new or separate utility connection between the accessory dwelling unit and the utility.

J. The number of curb cuts allowed shall be governed by the underlying zoning regulations.

K. An applicant may turn an existing single-family dwelling into the accessory dwelling unit and develop a new primary residence elsewhere on the lot if both structures meet all requirements of this chapter and the R-1 zone, including size limitations.

L. Affordability Information (RHNA). Applicants shall provide the city with all information reasonably requested by the city to allow the city to classify the ADU by income category for the city's annual housing report.

18.13.060 Mandatory approvals.

A. Notwithstanding any other provision of this chapter, the city shall ministerially approve an application for any of the following accessory dwelling units within a residential or mixed-use zone:

1. One accessory dwelling unit and one junior accessory dwelling unit within the existing or proposed space of a single-family dwelling or accessory structure.

a. An expansion of up to one hundred fifty square feet shall be allowed in an accessory structure solely for the purposes of accommodating ingress and egress.

b. The junior or accessory dwelling unit shall have exterior access separate from the existing or proposed single-family dwelling.

c. The side and rear setbacks shall be sufficient for fire and safety.

d. If the unit is a junior accessory dwelling unit, it shall comply with the requirements of Section 18.13.070.

2. One new detached accessory dwelling unit with minimum four-foot side and rear yard setbacks on a lot with an existing or proposed single-family dwelling; provided, that the unit shall not be more than eight hundred square feet and shall not exceed the height requirements set forth in Section 18.13.050(G)(1) through (3).

a. A junior accessory dwelling unit may be developed in conjunction with this type of detached accessory dwelling unit, provided it complies with the requirements of subsection (A)(1) of this section.

3. On a lot with a multifamily dwelling structure, up to twenty-five percent of the existing total multifamily dwelling units, but no less than one unit, shall be allowed within the portions of the existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages; provided, that each unit complies with state building standards for dwellings.

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4. On a lot with a proposed multifamily dwelling structure, up to two detached units; provided that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

5. On a lot with an existing multifamily dwelling structure, up to eight detached units, but in no event more than the number of existing units on the lot, provided that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

B. For those junior/or accessory dwelling units which require mandatory approval, the city shall not require the correction of nonconforming zoning conditions.

C. The installation of fire sprinklers shall not be required in an accessory dwelling unit approved under this section if fire sprinklers are not required for the primary residence.

D. No unit approved under this section shall be rented for a period of 30 days or less.

18.13.070 Junior accessory dwelling units.

A. One junior accessory dwelling unit shall be allowed in an existing or proposed single-family dwelling, including in an attached garage. A junior accessory dwelling unit may also be allowed on the same lot as an accessory dwelling unit permitted under Section 18.13.060A.1 or 2.

B. The junior accessory dwelling unit shall be required to contain at least an efficiency kitchen which includes a sink, cooking appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the junior accessory dwelling unit.

C. The junior accessory dwelling unit shall be required to have a separate entrance from the primary dwelling which shall be located on a different side of the home than the front door of the primary dwelling.

D. The junior accessory dwelling unit may, but is not required to, include separate sanitation facilities. If separate sanitation facilities are not provided, the junior accessory dwelling unit shall share sanitation facilities with the single-family residence and shall have direct access to the single-family residence from the interior of the dwelling unit.

E. No additional parking shall be required for a junior accessory dwelling unit.

F. Junior accessory dwelling units shall be required to comply with applicable building standards, except that fire sprinklers shall not be required if they were not required for the single-family residence.

G. The city shall not require the correction of a nonconforming zoning condition as a requirement for the junior accessory dwelling unit.

Docusign Envelope ID: 4D82B931-60A7-4D07-8A5F-996F5DD6D610

H. A deed restriction shall be required to be recorded on the property on which a junior accessory dwelling unit is constructed, which deed restriction which shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single-family residence;

2. A restriction that prohibits the junior accessory dwelling unit from being enlarged beyond five hundred square feet;

3. A restriction from renting either the junior accessory dwelling unit or the single-family dwelling or any part thereof for less than thirty-one consecutive calendar days;

4. A restriction that the owner resides in either the single-family dwelling or the junior accessory dwelling unit. Notwithstanding the foregoing, this restriction shall not apply if the owner of the single-family dwelling is a governmental agency, land trust, or housing organization;

5. A statement that the deed restrictions may be enforced against future purchasers;

6. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction; and

7. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys' fees and costs.

I. For the purposes of applying any fire or life protection ordinance or regulation, or providing service water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered to be a separate or new dwelling unit.

SECTION 2. **CEQA.** This Ordinance is exempt from CEQA pursuant to Public Resources Code Section 21080.17 which exempts ordinances implementing ADU ordinances.

SECTION 3. 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 4. 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 fifteen (15) days after the passage and

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adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

SECTION 5. Effective Date. This Ordinance shall not become effective or be in force until thirty (30) days from and after the date of its adoption.

SECTION 6. HCD. The City Clerk shall send a copy of this Ordinance to the Department of Housing and Community Development as required by State law.

Passed, approved, and adopted this 10th day of June, 2025.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____

CARMEN VASQUEZ, City Attorney

PROPOSED CHANGES TO GARDENA MUNICIPAL CODE

Title 18 ZONING

Chapter 18.13
ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

18.13.010 Purpose.

A. In enacting this section, it is the intent of the city to encourage the provision of accessory dwelling units to meet a variety of economic needs within the city and to implement the goals, objectives, and policies of the housing element of the general plan. Accessory dwelling units provide housing for extended family members, students, the elderly, in-home health care providers, the disabled, and others, at below market prices within existing neighborhoods. Homeowners who create accessory dwelling units can benefit from added income, and an increased sense of security. Allowing accessory dwelling units in zones allowing residential uses provides needed additional rental housing. This chapter provides the requirements for the establishment of accessory dwelling units consistent with California Government Code Sections ~~65852.2 and 65852.22~~ 66310 through 66342.

B. For purposes of this chapter, "primary dwelling" shall mean as follows:

1. In the case of a single-family residential zone, the existing single-family dwelling, or the larger of two proposed units.

2. In the case of any other residential or mixed-use zone in which a single-family dwelling exists on the property, the existing dwelling.

3. In the case of multifamily or mixed-use zone which allows a residential use, the existing or proposed multifamily units.

C~~B~~. For purposes of this chapter, words and phrases defined in Government Code Sections 66310 through 66342 shall have the same meaning when used in this chapter.

D~~C~~. In cases of conflict between this chapter and any other provision of this title, the provisions of this chapter shall prevail. To the extent that any provision of this chapter is in conflict with state law, the mandatory requirement of state law shall control, but only to the extent legally required.

18.13.020 Applications – Junior and accessory dwelling units.

A. Applications for junior and accessory dwelling units shall be ministerially approved or denied within sixty days of receipt of a complete application and approved if they meet the requirements of this chapter.

1. If the application is submitted in conjunction with an application for a new single-family or multifamily dwelling, the application for the junior or accessory dwelling unit shall not be acted upon until the application for the new single-family or multifamily dwelling is approved~~, but thereafter shall be ministerially approved if it meets all requirements within sixty days or denied within that same time period~~.

2. If the application is denied, the city shall return a full set of comments in writing to the applicant with a list of items that are defective or deficient with a description of how the application can be remedied by the applicant. These comments shall be provided to the applicant within sixty days of a complete application.

3. If a detached garage is to be replaced with an accessory dwelling unit, the demolition permit shall be reviewed with the application for the accessory dwelling unit and issued at the same time.

4. The city shall grant a delay if requested by the applicant.

5. Notwithstanding the above, if the applicant uses a plan for an accessory dwelling unit that has been preapproved by the city or a plan that is identical to a plan used in an application for a detached accessory dwelling unit approved by the city within the current triennial California Building Standards Code cycle, the application shall be approved or denied within 30 days from the date of a complete application.

B. All applications for junior and accessory dwelling units shall be accompanied by an application fee.

C. Junior and accessory dwelling units shall be subject to applicable inspection and permit fees.

D. Neither an application for a junior nor an accessory dwelling unit shall be denied due to the need to correct nonconforming zoning conditions, building code violations, or unpermitted structures that do not present a threat to public health and safety and are not affected by the construction of the unit.

18.13.025 Unpermitted structures constructed prior to January 1, 2020.

A. Unless the local agency makes a finding that correcting the violation is necessary to comply with the standards specified in Section 17920.3 of the Health and Safety Code, ~~N~~no application or permit shall be denied for an ADU or JADU that was constructed prior to January 1, 2020, based solely on either of the following:

1. The ADU is in violation of building standards pursuant to Article 1 of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code (commencing with Section 17960); or

2. The ADU does not comply with state law or the provisions of the Gardena Zoning Code regulating ADUs.

B. The provisions of subsection A shall ~~not apply if~~ not apply to a building that is deemed substandard pursuant to Section 17920.3 of the Health and Safety Code~~the city makes a finding that correcting the violation is necessary to comply with the standards specified in Health and Safety Code Section 17920.3 or if the building is deemed substandard pursuant to Health and Safety Code Section 17920.3~~.

C. Before submitting an application for a permit, the homeowner may obtain a confidential third-party code inspection from a licensed contractor to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit.

D. Upon receiving an application to permit a previously unpermitted ADU or JADU constructed before January 1, 2020, an inspector from the city may inspect the unit for compliance with health and safety standards and provide recommendations to comply with such standards in order to obtain a permit. The city shall not penalize an applicant for having the unpermitted ADU or JADU and shall approve necessary permits to correct noncompliance with health and safety standards.

E. No impact fees or connection or capacity charges shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling unit built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code Section 17920.3 and authorized by Government Code Section 66324(e).

F. Enforcement. Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an accessory dwelling unit that provides substantially as follows:

You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the Community Development Director. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

18.13.030 Zones/locations allowed.

A. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where a single-family dwelling exists or has been proposed.

B. Accessory dwelling units shall be allowed on all legally existing residentially zoned lots where an existing multifamily structure exists or has been proposed.

C. Accessory dwelling units shall be allowed on all legally existing mixed-use zoned lots where an existing single-family or multifamily dwelling exists or has been proposed.

D. Nothing herein is meant to override the provisions of conditions, covenants, and restrictions for a housing development project relating to accessory dwelling units to the extent such restrictions comply with state law.

E. An accessory dwelling unit may be constructed in an attached or detached garage or in an existing accessory structure.

18.13.040 General requirements.

A. Number. Unless otherwise allowed by Section 18.13.060(A), only one accessory dwelling unit may be allowed per residential lot.

B. Accessory dwelling units shall not be sold separately from the primary dwelling, except to the extent that the sale meets the requirements of Government Code Section 66341 ~~65852.26~~ with regard to a qualified nonprofit corporation.

C. Neither the accessory dwelling unit nor any other residence located on the property, nor any part thereof, shall be rented out for less than thirty-one consecutive calendar days.

D. *Repealed.*

E. ~~Impact~~ Fees.

1. Impact fees.

a. No impact fee shall be imposed on any accessory dwelling unit less than 750 ~~seven hundred fifty~~ square feet in size.

b~~2~~. For accessory dwelling units ~~seven hundred fifty~~750 square feet or greater, impact fees shall be charged proportionately in relation to the square footage of the primary dwelling.

~~3~~c. All applicable public service and applicable recreation impact fees shall be paid prior to occupancy in accordance with Government Code Sections 66000 et seq. and 66012 et seq.

d. For purposes of this section, “impact fee” shall have the same meaning as set forth in Government Code Section 66324 .

2. Connection Fees/Capacity Charges.

a. An accessory dwelling unit shall not be considered to be a new residential use for purposes of calculating connection fees or capacity charges for utilities, including for water and sewer service, unless the accessory dwelling unit is being constructed with a new single-family dwelling.

b. For an accessory dwelling unit contained within a proposed or existing single-family dwelling meeting the requirements of Section 18.13.060A.1, the city shall not impose a connection fee or capacity charge, unless the unit is

being constructed with a new single-family dwelling. For all other accessory dwelling units, the city shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed accessory dwelling unit based on the size of the unit or number of plumbing fixtures.

3. No impact fees or connection or capacity charges shall be imposed on a homeowner applying for a permit for a previously unpermitted junior or accessory dwelling unit built before January 1, 2020, except when the utility infrastructure is required to comply with Health and Safety Code Section 17920.3 and authorized by Government Code Section 66324(e).

4.For purposes of this section, "impact fee" shall have the same meaning as set forth in Government Code Section 65852.2F. Accessory dwelling units shall not count in determining density or lot coverage and are considered a residential use consistent with the existing general plan and zoning designation for the lot.

GG. Enforcement. Until January 1, 2030, the city shall issue a statement along with a notice to correct a violation of any provision of any building standard relating to an accessory dwelling unit that provides substantially as follows:

You have been issued an order to correct violations or abate nuisances relating to your accessory dwelling unit. If you believe that this correction or abatement is not necessary to protect the public health and safety you may file an application with the Community Development Director. If the city determines that enforcement is not required to protect the health and safety, enforcement shall be delayed for a period of five years from the date of the original notice.

This subsection only applies to accessory dwelling units built before January 1, 2020.

. A deed restriction shall be required to be recorded against the property on which an accessory dwelling unit is constructed, which restriction shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of accessory dwelling unit separate from the sale of the primary dwelling(s), except as provided in Government Code Section 65852.26 66341;

2. A restriction that prohibits the accessory dwelling unit from being enlarged beyond that which is permitted by Chapter 18.13;

3. A restriction from renting either the accessory dwelling unit or the primary dwelling(s) or any portions thereof for less than thirty-one consecutive calendar days;

4. A statement that the deed restrictions may be enforced against future purchasers.

5. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction.

6. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys' fees and costs.

H. When an accessory dwelling unit is being proposed with a new primary dwelling unit, the city shall not issue a certificate of occupancy for an accessory dwelling unit before it issues a certificate of occupancy for the primary dwelling unit.

18.13.050 Development regulations.

A. Accessory dwelling units shall be required to comply with the objective development standards of the underlying zoning district and the applicable provisions of Chapter 18.42 unless superseded by a provision of this chapter or if such regulation prohibits the construction of an accessory dwelling unit of at least eight hundred square feet.

B. An accessory dwelling unit shall have a separate entrance from the primary dwelling which shall be located on a different plane than the entrance for the primary dwelling in the case of a single-family dwelling.

C. No passageway as defined in Government Code Section 66313 ~~65852.2(i)~~ shall be required for the construction of an accessory dwelling unit.

D. Accessory dwelling units shall comply with all applicable building code requirements with the exception that fire sprinklers shall not be required in an accessory dwelling unit if they are not required for the primary dwelling and the construction of an accessory dwelling unit shall not trigger a requirement for sprinklers to be installed in the primary dwelling.

E. Size.

1. The floor area of an attached or detached accessory dwelling unit shall not exceed eight hundred fifty square feet for a studio or one bedroom or one thousand square feet for a unit that contains more than one bedroom.

2. The minimum size of an accessory dwelling unit shall not be less than that allowed for an efficiency unit~~is one hundred fifty square feet~~.

3. The development standards of this section shall be waived to the extent required in order to allow an accessory dwelling unit that is eight hundred square feet, that does not exceed the height requirements set forth in subsection ~~F~~ F of this section, and has a minimum of four-foot side and rear yard setbacks.

F. Setbacks. Except as specified below, an accessory dwelling unit shall be required to comply with the setback requirements of the zone in which the unit is to be located.

1. No setback shall be required for an existing living area, or a legally existing accessory structure, including a garage, that is converted to an accessory dwelling unit or a new accessory dwelling unit constructed in the same location and built to the same dimensions as the existing structure.

2. No setback greater than four feet shall be required for side and rear yard setbacks for all other accessory dwelling units not covered by subsection (F.)(1) of this section.

3. An attached or detached accessory dwelling unit shall be at least six feet from all other buildings on the lot or on any adjacent lot.

4. An attached or detached accessory dwelling unit shall be located behind the front yard setback, unless the accessory dwelling unit is being constructed in the exact location and to the same dimensions as a previously existing approved accessory structure, including an attached or detached garage. This requirement shall be waived to the extent that it prohibits an accessory dwelling unit of eight hundred square feet from being built with four-foot side and rear yard setbacks in compliance with all other development standards.

5. No portion of an accessory dwelling unit may encroach into any public or private easement such as a utility easement unless the easement holder has provided written permission to construct the accessory dwelling unit in the manner proposed. To establish a rebuttable presumption of compliance with this requirement, the applicant may provide a written declaration under penalty of perjury affirming compliance with this requirement. The declaration shall be in a form acceptable to the city attorney.

G. Height. The height of an accessory dwelling unit shall be as follows:

1. A height of sixteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit.

2. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed single-family or multifamily dwelling unit that is within one-half mile walking distance of a major transit stop or a high-quality transit corridor. An additional two feet shall be allowed if required to accommodate a roof pitch on the accessory dwelling unit that is aligned with the roof pitch of the primary dwelling unit.

3. A height of eighteen feet for a detached accessory dwelling unit on a lot with an existing or proposed multifamily, multistory dwelling.

4. A height of twenty-five feet or the height limit of the applicable zone that applies to the primary dwelling, whichever is lower, for an accessory dwelling unit that is attached to a primary dwelling unit or built above an existing garage. In no event shall the accessory dwelling unit exceed two stories.

5. An accessory dwelling unit may be built on top of a garage; provided, that the garage is maintained for parking and the total height of the structure does not exceed twenty-five feet. If an accessory dwelling unit is built pursuant to this provision, a declaration shall be recorded that the garage must be maintained for parking.

H. Parking.

1. Parking shall be required at the rate of one space for each accessory dwelling unit that contains at least one bedroom. No parking spaces shall be required for a studio unit or for an accessory dwelling unit created within an existing living space.

2. Parking spaces may be provided through tandem parking on an existing driveway; provided, that such parking does not encroach into the public sidewalk.

3. Parking spaces for accessory dwelling units may be provided in paved portions of setback areas; provided, that the amount of paving does not exceed the total amount of paving and hardscaped areas that are otherwise allowed by this title.

4. When a garage, carport, uncovered parking space, or covered parking structure is demolished or converted in conjunction with the construction of an accessory dwelling unit, such parking spaces need not be replaced.

5. Tandem parking and parking in setback areas shall not be allowed if the community development director makes specific findings that such parking is not feasible based upon specific site or regional topographical, or fire and life safety conditions.

6. Notwithstanding any other provision of this subsection H, no parking shall be required for the accessory dwelling unit if any of the following conditions apply:

a. The accessory dwelling unit is located within one-half mile walking distance of ~~a~~ public transit ~~stop~~;

b. The accessory dwelling unit is located within an architecturally and historically significant district;

c. The accessory dwelling unit is part of the proposed or existing primary dwelling or an existing accessory structure;

d. When on-street parking permits are required, but not offered to the occupant of the accessory dwelling unit;

e. When there is a car share vehicle located within one block of the accessory dwelling unit; or

f. When a permit application for an accessory dwelling unit is submitted with a permit application to create a new single-family or multifamily dwelling on the same lot, provided the ADU or parcel satisfies any other criteria listed in this subsection H.

I. Utilities.

1. All utility installations shall be placed underground.

2. For an accessory dwelling unit contained within an existing single-family dwelling~~, or an existing accessory structure~~ meeting the requirements of Section 18.13.060(A)(1), the city shall not require the installation of a new or separate utility connection between the accessory dwelling unit and the utility unless the accessory dwelling is being constructed with a new single-family dwelling.~~ or impose a connection fee or capacity charge. Such requirements and charges may be imposed when the accessory dwelling unit is being proposed within a new single-family dwelling.~~

3. For all other accessory dwelling units other than those described in subsection (I)(2) of this section, the city shall require a new or separate utility connection between the accessory dwelling unit and the utility.~~ and shall charge a connection fee or capacity charge that is proportionate to the burden of the proposed accessory dwelling unit based on the size or number of plumbing fixtures.~~

J. The number of curb cuts allowed shall be governed by the underlying zoning regulations.

K. An applicant may turn an existing single-family dwelling into the accessory dwelling unit and develop a new primary residence elsewhere on the lot if both structures meet all requirements of this chapter and the R-1 zone, including size limitations.

L. Affordability Information (RHNA). Applicants shall provide the city with all information reasonably requested by the city to allow the city to classify the ADU by income category for the city's annual housing report.

18.13.060 Mandatory approvals.

A. Notwithstanding any other provision of this chapter, the city shall ministerially approve an application for any of the following accessory dwelling units within a residential or mixed-use zone:

1. One accessory dwelling unit and one junior accessory dwelling unit within the existing or proposed space of a single-family dwelling or accessory structure.

a. An expansion of up to one hundred fifty square feet shall be allowed in an accessory structure solely for the purposes of accommodating ingress and egress.

b. The junior or accessory dwelling unit shall have exterior access separate from the existing or proposed single-family dwelling.

c. The side and rear setbacks shall be sufficient for fire and safety.

d. If the unit is a junior accessory dwelling unit, it shall comply with the requirements of Section 18.13.070.

2. One new detached accessory dwelling unit with minimum four-foot side and rear yard setbacks on a lot with an existing or proposed single-family dwelling; provided, that the unit shall not be more than eight hundred square feet and shall not exceed the height requirements set forth in Section 18.13.050(G)(1) through (3).

a. A junior accessory dwelling unit may be developed in conjunction with this type of detached accessory dwelling unit, provided it complies with the requirements of subsection (A)(1) of this section.

3. On a lot with a multifamily dwelling structure, up to twenty-five percent of the existing total multifamily dwelling units, but no less than one unit, shall be allowed within the portions of the existing structure that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages; provided, that each unit complies with state building standards for dwellings.

4. On a lot with a proposed multifamily dwelling structure, up to two detached units~~ of not more than eight hundred square feet each~~; provided~~,~~ that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

5. On a lot with an existing multifamily dwelling structure, up to eight detached units, but in no event more than the number of existing units on the lot, provided that neither unit exceeds the height requirements set forth in Section 18.13.050(G)(1) through (3) and has at least four-foot side and rear yard setbacks.

B. For those junior/or accessory dwelling units which require mandatory approval, the city shall not require the correction of ~~legal,~~ nonconforming zoning conditions.

C. The installation of fire sprinklers shall not be required in an accessory dwelling unit approved under this section if fire sprinklers are not required for the primary residence.

D. No unit approved under this section shall be rented for a period of 30 days or less.

~~C. The deed restriction requirements of Section 18.13.040 shall apply to units approved under this section.~~

18.13.070 Junior accessory dwelling units.

A. One junior accessory dwelling unit shall be allowed in an existing or proposed single-family dwelling, including in an attached garage. A junior accessory dwelling unit may also be allowed on the same lot as an accessory dwelling unit permitted under Section 18.13.060A.1 or 2~~ detached accessory dwelling unit where the detached accessory dwelling unit is no larger than eight hundred square feet and no taller than the height allowed pursuant to Section 18.13.060(F)(1) through (3)~~.

B. The junior accessory dwelling unit shall be required to contain at least an efficiency kitchen which includes a sink, cooking appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the junior accessory dwelling unit.

C. The junior accessory dwelling unit shall be required to have a separate entrance from the primary dwelling which shall be located on a different side of the home than the front door of the primary dwelling.

D. The junior accessory dwelling unit may, but is not required to, include separate sanitation facilities. If separate sanitation facilities are not provided, the junior accessory dwelling unit shall share sanitation facilities with the single-family residence and shall have direct access to the single-family residence from the interior of the dwelling unit.

E. No additional parking shall be required for a junior accessory dwelling unit.

F. Junior accessory dwelling units shall be required to comply with applicable building standards, except that fire sprinklers shall not be required if they were not required for the single-family residence.

G. The city shall not require the correction of a ~~legal~~ nonconforming zoning condition as a requirement for the junior accessory dwelling unit.

H. A deed restriction shall be required to be recorded on the property on which a junior accessory dwelling unit is constructed, which deed restriction which shall run with the land. The deed restriction shall provide for the following:

1. A prohibition on the sale of the junior accessory dwelling unit separate from the sale of the single-family residence;

2. A restriction that prohibits the junior accessory dwelling unit from being enlarged beyond five hundred square feet;

3. A restriction from renting either the junior accessory dwelling unit or the single-family dwelling or any part thereof for less than thirty-one consecutive calendar days;

4. A restriction that the owner resides in either the single-family dwelling or the junior accessory dwelling unit. Notwithstanding the foregoing~~:~~, this

~~a. The owner may rent both the single-family dwelling and junior accessory dwelling unit to one party with a restriction in the lease that such party may not further sublease any unit or portion thereof; and~~

~~b. This~~ restriction shall not apply if the owner of the single-family dwelling is a governmental agency, land trust, or housing organization; ~~and~~

5. A statement that the deed restrictions may be enforced against future purchasers;~~.~~

6. A statement that the city shall be entitled to all legal and equitable remedies available under the law upon the default of any covenant in the deed restriction; and~~.~~

7. A statement that the prevailing party shall be entitled to reimbursement of its reasonable attorneys' fees and costs.

I. For the purposes of applying any fire or life protection ordinance or regulation, or providing service water, sewer, or power, including a connection fee, a junior accessory dwelling unit shall not be considered to be a separate or new dwelling unit.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 13.C
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: May 27, 2025

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

AGENDA TITLE: PUBLIC HEARING: INTRODUCTION OF ORDINANCE NO. 1884: Amending the Gardena Municipal Code Chapters 18.04 (E Definitions), 18.12 (Single-Family Residential Zone (R-1)), 18.57 (Low Barrier Navigation Centers), and 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning Code), and Chapter 17.08 (Procedures and Standards of Title 17 (Subdivisions) to implement State Laws relating to housing.

Environmental Consideration: Adoption of this ordinance is exempt under the commonsense exemption of CEQA Guidelines sections 15061(b)(3) as it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant effect on the environment.

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- Open the public hearing;
- Receive testimony from the public, allowing three (3) minutes for each speaker; and
- Close the public hearing.

Staff Recommendation for Motion:

- Introduce Ordinance No. 1884;
- Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
- Direct staff to file a notice of exemption.

RECOMMENDATION AND STAFF SUMMARY:

On May 6, 2025, Ordinance No. 1884 was presented to the Planning Commission for consideration of a recommendation to the City Council, addressing amendments to the Zoning Code to align with state legislation, AB 1801, SB 450, and SB 1395 and making an environmental assessment in accordance with the California Environmental Quality Act (CEQA). During this meeting, the Commission adopted Resolution No. PC 8-25 (Attachment A), recommending that the City Council adopt Ordinance No. 1884 and determined that adoption of the ordinance is exempt under the commensense exemption of CEQA Guidelines section 115061 (b)(3) as it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant on the environment.

FINANCIAL IMPACT/COST:

ATTACHMENTS:

City Council Staff Report SB9 Final.pdf
A - Planning Commission Resolution No. PC 8-25, Recommending Adoption of Ordinance No. 1884
B - Planning Commission Staff Report dated May 6, 2025.
C - Ordinance No. 1884
D - Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1884

APPROVED:

_____
Clint Osorio, City Manager

City of Gardena
City Council Meeting

Agenda Item No.: 13.C
Department: Community Development
Meeting Date: May 27, 2025

AGENDA STAFF REPORT

AGENDA TITLE:

PUBLIC HEARING: ORDINANCE NO. 1884, Amending the Gardena Municipal Code Chapters 18.04 (E Definitions), 18.12 (Single-Family Residential Zone (R-1)), 18.57 (Low Barrier Navigation Centers), and 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning Code), and Chapter 17.08 (Procedures and Standards) of Title 17 (Subdivisions) to implement State Laws relating to housing.

Environmental Consideration: Adoption of this ordinance is exempt under the commonsense exemption of CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that there is no possibility that the adoption of this ordinance may have a significant effect on the environment.

RECOMMENDATION:

Staff respectfully recommends that the City Council:

1) Open the public hearing;
2) Receive testimony from the public, allowing three (3) minutes for each speaker; and
3) Close the public hearing, and
4) Introduce Ordinance No. 1884.

Staff Recommendation for Motion:

1) Introduce Ordinance No. 1884.
2) Find that the adoption of the Ordinance is exempt from the provisions of CEQA; and
3) Direct staff to file a notice of exemption.

SUMMARY

On January 1, 2022, SB 9 took effect and on January 11, 2022, the City Council adopted Ordinance 1838 to implement SB 9. Since the adoption of SB 9 there have been clarifications by the State Legislature on the requirements involving two-unit housing developments and urban lot splits. Multiple senate and assembly bills have impacted SB 9 housing development including SB 450, SB 1395, and AB 1801. Ordinance No. 1884 has been prepared to amend multiple chapters of the City of Gardena Municipal Code ("GMC") Titles 17 and 18 to clarify and comply with the provisions set forth in the state statutes. The Ordinance includes amendments to the design standards and allow supportive housing development utilizing the by-right process to align with

state law requirements. The adoption of the proposed Ordinance would ensure that the City is in compliance and alignment with recently enacted state legislation.

On May 06, 2025, a draft of Ordinance No. 1884 was presented to the Planning and Environmental Quality Commission ("Commission") for consideration of a recommendation to the City Council, addressing amendments to the Zoning Code and making an environmental assessment in accordance with the California Environmental Quality Act (CEQA). During this meeting, the Commission adopted Resolution No. PC 8-25 (Attachment A), recommending that the City Council adopt Ordinance No. 1884 and determine that the ordinance is exempt from CEQA under the commonsense exemption. No changes were made to the proposed ordinance by the Commission. The staff report presented to the Commission on May 6, 2025, is also attached as Attachment B.

The adoption of Ordinance No. 1884 will avoid the City's code being preempted by State laws and also avoids other undesirable consequences, such as enforcement of State penalties.

CONCLUSION:

Staff respectfully recommends that the City Council open a public hearing, receive public comment with testimony and allowing each speaker three (3) minutes, close the public hearing, and introduce Ordinance No. 1884 for its first reading.

FISCAL IMPACT:
None.

Submitted by: _____Dayana Nava_____ Date05/13/2025

ATTACHMENTS TO STAFF REPORT

A – Planning Commission Resolution No. PC 8-25, recommending adoption of the Ordinance.
B - Planning Commission Staff Report dated May 6, 2025
C - Exhibit 1 - Ordinance No. 1884
D - Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1884

RESOLUTION NO. PC 8-25

A RESOLUTION OF THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE ORDINANCE NO. 1884 AMENDING CHAPTERS 18.04 (DEFINITIONS), 18.12 (SINGLE-FAMILY RESIDENTIAL ZONE (R-1)), 18.57 (LOW BARRIER NAVIGATION CENTERS), AND 18.76 (SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT) OF TITLE 18 (ZONING), AND CHAPTER 17.08 (PARCEL MAPS FOR URBAN LOT SPLITS) OF TITLE 17 (SUBDIVISIONS) OF THE GARDENA MUNICIPAL CODE AND MAKING A DETERMINATION THAT THE RESOLUTION IS EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3).

RECITALS

A. State laws regarding subdivisions and two-unit housing development have been amended by the State legislature.

B. The City of Gardena wishes to amend its Municipal Code provisions regarding subdivisions and two-unit housing development to be compliant with State law.

C. A notice of public hearing was duly published for the Planning and Environmental Quality Commission on April 10, 2025.

D. On May 6, 2025, the Planning and Environmental Quality Commission of the City of Gardena held a duly noticed public hearing and adopted Resolution No. PC 8-25, recommending that the City Council adopt Ordinance No. 1884.

NOW, THEREFORE, THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

The Planning and Environmental Quality Commission hereby recommends that the City Council adopt Ordinance No. 1884, attached hereto as Exhibit 1, amending Chapters 18.04 (Definitions), 18.12 (Single-Family Residential Zone (R-1)), 18.57 (Low Barrier Navigation Centers), and 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning), and Chapter 17.08 (Parcel Maps for Urban Lot Splits) of Title 17 (Subdivisions) of the Gardena Municipal Code.

After considering all evidence presented, both written and oral, and based upon the reasons provided by staff, the Planning and Environmental Quality Commission believes that these changes are necessary and in the best interest of the City of Gardena.

PASSED, APPROVED, AND ADOPTED this 6th d□ of May 2025.

_____
DERYL H NDERSON, CHAIR
PLANNING AND ENVIRONMENTAL
QUALITY COMM1SSION

ATTEST:

_____
GREG TSUJIUCHI, SECRETARY
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION
STATE OF CALIFORNIA
COUNTY OF LOS ANGELES
CITY OF GARDENA

I, Greg Tsujiuchi, Planning and Environmental Quality Commission Secretary of the City of Gardena, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Environmental Quality Commission of the City of Gardena at a regular meeting thereof, held the 6th day of May 2025, by the following vote:

AYES: Kanhan, Henderson, Sherman and Wright-Scherr,
NOES: Langley
ABSENT: None

Attachments:

Exhibit 1 - Ordinance No. 1884

ORDINANCE NO. 1884

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING CHAPTERS 18.04 (DEFINITIONS), 18.12 (SINGLE-FAMILY RESIDENTIAL ZONE (R-1)), 18.57 (LOW BARRIER NAVIGATION CENTERS), AND 18.76 (SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT) OF TITLE 18 (ZONING), AND CHAPTER 17.08 (PARCEL MAPS FOR URBAN LOT SPLITS) OF TITLE 17 (SUBDIVISIONS) OF THE GARDENA MUNICIPAL CODE TO IMPLEMENT STATE LAWS RELATING TO HOUSING AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3).

WHEREAS State law continues to be amended relating to housing within California, including special types of housing; and

WHEREAS the City of Gardena wishes to amend the provisions of its Zoning Code to be compliant with State law; and

WHEREAS on May 6, 2025, the Planning Commission held a duly noticed public hearing 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

WHEREAS on XXX, 2025, the City Council held a duly noticed public hearing 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. In compliance with the definition in Government Code Section 65583, the definition of "emergency shelter" contained in Chapter 18.04 "E Definitions" is hereby amended to read as follows:

> "Emergency shelter" means housing with minimal supportive services for homeless persons that is limited to occupancy of no more than six months by a homeless person. An emergency shelter may also include other interim interventions, including but not limited to a navigation center, bridge housing, and respite or recuperative care.

SECTION 2. In compliance with SB 450, which amended SB 9 (Government Code Sections 65852.21 and 66411.7), Section 18.12.060 of Chapter 18.12 (Single-Family

Residential Zone (R-1)) of Title 18 (Zoning) and Section 17.08.270 of Chapter 17.08 (Procedures and Standards) of Title 17 (Subdivisions), respectively, are hereby amended to read as follows:

18.12.060 Two-unit housing development.

A. For purposes of this section, the following definitions shall apply:

1. "Housing development" shall mean a development with no more than two primary units on a single lot within a single-family zone that meets the requirements of this section. The two units may consist of two new units or one new unit and one existing unit.

2. "Primary unit" shall mean a residential unit that is not otherwise classified as an accessory dwelling unit or junior accessory dwelling unit pursuant to Government Code Section 66313.

3. "Unit" shall mean a primary dwelling unit, but shall not include an accessory dwelling unit or a junior accessory dwelling unit.

4. "Urban lot split" shall have the same meaning as set forth in Section 17.08.270.

B. The city shall ministerially approve a housing development containing no more than two primary units if it meets the following requirements:

1. Number of units:

a. On a lot which has not been divided pursuant to Section 17.08.270 of this Code, a maximum of four units, no more than two of which may be a primary unit.

b. On a lot which has been divided pursuant to Section 17.08.270, no more than two units, at least one of which shall be a primary unit.

2. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to California Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following are met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

3. The housing development does not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or

c. Housing that has been occupied by a tenant in the last three years.

4. Unless demolition or alteration is prohibited pursuant to subsection (B)(3) of this section, a housing unit may be demolished.

5. The housing in not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application;

C. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D. Standards and Requirements. Notwithstanding any other provisions of the municipal code to the contrary, the following requirements shall apply in addition to all other objective standards applicable to this zone:

1. Setbacks.

a. No setback shall be required for an existing structure, or a structure constructed in the same location and within the same dimensions as an existing structure.

b. Except for those circumstances described in subsection D.1.a of this section, the setback for side and rear lot lines shall be four feet.

c. The front setback shall be twenty feet on a lot that fronts on a street.

d. For landlocked parcels side yard setbacks shall apply to all property lines.

2. The applicant shall provide easements for the provision of public services and facilities as required.

3. One parking space per unit shall be required on the lot unless the parcel is located within one-half mile walking distance of either a high-quality transit

corridor as defined by Public Resources Code Section 21155(b) or a major transit stop as defined in Public Resources Code Section 21064.3, or there is a car share vehicle located within one block of the parcel. The parking space need not be covered, but tandem parking shared by separate units shall not be allowed.

4. Lot coverage shall not exceed fifty percent for interior lots and seventy-five percent for corner lots.

E. Limitations on City Actions.

1. The city shall not impose any zoning or design standards that would have the effect of physically precluding the construction of two units on a lot or that would result in a unit size of less than eight hundred square feet.

2. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for a second house on a lot shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That the uses shall be limited to residential uses.

2. That the rental of any unit created pursuant to this section shall be for a minimum of thirty-one days.

3. That the maximum number of units to be allowed on the parcels shall be as specified in subsection B.1, above.

G. The city may deny the housing development if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

17.08.270 Parcel maps for urban lot splits.

A. Definitions. For purposes of this section, the following definition shall apply:

1. “Urban lot split” means a lot split of a single-family residential lot into two parcels that meets the requirements of this section.

B. The city shall ministerially approve a parcel map for a lot split that meets the following requirements:

1. The parcel is located within a single-family residential zone.

2. The parcel map divides an existing parcel to create no more than two new parcels of approximately equal lot area; provided, that one parcel shall not be smaller than forty percent of the lot area of the original parcel.

3. Both newly created parcels are no smaller than one thousand two hundred square feet.

4. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following is met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum floodplain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

5. The proposed lot split would not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; ; or

c. Housing that has been occupied by a tenant in the last three years.

6. The housing is not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application

8. The lot split does not result in more than two units on a parcel, including any accessory dwelling units or junior accessory dwelling units.

9. The split does not create a flag lot.

C. Time limit for action. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied

within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D. Standards and Requirements. Notwithstanding any other provisions of this municipal code to the contrary, the following requirements shall apply:

1. The lot split conforms to all applicable objective requirements of the Subdivision Map Act and this title, except as the same are modified by this section.

2. No setback shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

3. Except for circumstances described in subsection D.1 of this subsection, the setback for side and rear lot lines shall be four feet.

4. The applicant shall provide easements for the provision of public services and facilities as required.

5. Landlocked parcels created by an urban lot split shall have an access easement over the other parcel on the same map. The easement shall be not less than ten feet in width and must connect to the same curb cut and apron as the other parcel on the same map.

6. Residential units developed on a lot created pursuant to this section shall be subject to the provisions of Section 18.12.060.

E. The city shall not require or deny an application based on any of the following:

1. The city shall not require dedications of rights-of-way or the construction of off-site improvements for the parcels being created as a condition of issuing a parcel map.

2. The city shall not impose any subdivision standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than eight hundred square feet.

3. The city shall not require the correction of nonconforming zoning provisions as a condition for the lot split.

4. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for an urban lot split shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of approval. This requirement does not apply when the applicant is a “community land trust” or a “qualified nonprofit corporation” as the same are defined in the Revenue and Taxation Code.

2. That the uses shall be limited to residential uses.

3. That any rental of any unit created by the lot split shall be for a minimum of thirty-one days.

4. That the maximum number of units to be allowed on each parcel is two, including units otherwise allowed as an accessory dwelling units, junior accessory dwelling units, or units allowed pursuant to Section 18.12.060.

G. The city may deny the lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

H. This section shall not apply to:

1. Any parcel which has been established pursuant to a lot split in accordance with this section; or

2. Any parcel where the owner of the parcel being subdivided or any person acting in concert with the owner has previously subdivided an adjacent parcel in accordance with this section. For purposes of this section, “acting in concert” shall include, but not be limited to, where the owner of a property proposed for an urban lot split is the same, related to, or connected by partnership to the owner, buyer or seller (if transferred within the previous three years) of an adjacent lot.

SECTION 3. In compliance with SB 1395, the definition of “low barrier navigation center” in Section 18.57.020 (Definitions) of Chapter 18.57 (Low Barrier Navigation Centers) is hereby amended to read as follows:

18.57.020 Definitions

* * *

C. “Low barrier navigation center” means a Housing First, low barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing

homelessness to income, public benefits, health services, shelter, and housing. A low barrier navigation center may be non-congregate and relocatable.

SECTION 4. In compliance with AB 1801, Chapter 18.76 (Supportive Housing for Homeless as a Use by Right) is hereby amended to add Section 18.76.015 (Definitions) and amend Section 18.76.030 (Application/Processing) to read as follows with respect to supportive housing for homeless:

18.76.015 Definitions.

For purposes of this Chapter, the following definition shall apply:

"Administrative office space" means an organizational headquarters or auxiliary office space utilized by a nonprofit organization for the purpose of providing onsite supportive services at a supportive housing development authorized pursuant to this Article and includes other nonprofit operations beyond the scope of the corresponding supportive housing development. "Administrative office space" includes parking necessary to serve the office space.

"Supportive housing" as defined in Chapter 18.04 includes nonresidential uses and administrative office space. "Supportive housing" also includes transitional housing for youth and young adults.

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 on site 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 on-site 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 on-site supportive services and administrative office space.

a. For a development with no more than 20 units, at least 90 square feet shall be provided for onsite supportive services.

b. For a development of more than 20 units, at least 3 percent of the total floor area shall be provided for onsite support services that are limited to tenant use, including but not limited to, community rooms, case management offices, computer rooms, and community kitchens.

c. The total floor area dedicated to administrative office space shall not exceed 25 percent of the total floor area;

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

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 thirty days of receipt. The application shall be acted on within sixty days after the application is complete for a project with fifty or fewer units, or within one hundred twenty days for a supportive housing project with more than fifty units.

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

SECTION 5. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that the ordinance will not have any significant effect on the environment as it is simply implementing what is already required by state law.

SECTION 6. 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 7. **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 fifteen (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 8. **Effective Date.** This Ordinance shall not become effective or be in force until thirty (30) days from and after the date of its adoption.

Passed, approved, and adopted this _____day of _____, 2025.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____

CARMEN VASQUEZ, City Attorney

CITY OF GARDENA
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

STAFF REPORT
ZONE TEXT AMENDMENT #2-25
RESOLUTION NO. PC 8-25
AGENDA ITEM # 7.C

DATE:	May 06, 2025
TO:	Chair Henderson and Members of the Planning and Environmental Quality Commission
FROM:	Greg Tsujiuchi, Community Development Director
PREPARED BY:	Dayana Nava, Planning Assistant
APPLICANT:	City of Gardena
LOCATION:	Citywide
REQUEST:	The Planning and Environmental Quality Commission will consider approving a resolution recommending that the City Council adopt Ordinance No.1884 amending Chapters 18.04 (E Definitions), 18.12 (Single-Family Residential Zone (R-1)), 18.57 (Low Barrier Navigation Centers), and 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning Code), and Chapter 17.08 (Procedures and Standards) of Title 17 (Subdivisions) to implement State Laws relating to housing and making a determination that the resolution is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

BACKGROUND

SB 9 took effect on January 1, 2022, and on January 11, 2022, the City Council adopted Ordinance No. 1838 to implement SB 9. Since the adoption of SB 9 there have been clarifications by the State on the requirements involving two-unit housing development. Multiple senate and assembly bills have impacted SB 9 housing development including SB450, SB1395, and AB1801. The draft Ordinance has been prepared to amend multiple chapters of the City of Gardena Municipal Code ("GMC") Titles 17 and 18 to clarify and comply with the provisions set forth in the state statutes. Additionally, the Ordinance includes amendments to objective design standards and allows supportive housing development utilizing the by-right process to align with state law requirements. The adoption of the proposed Ordinance, attached as Exhibit "A" to Attachment 1 hereto, would ensure that the City is in compliance and alignment with recently enacted state legislation. The Planning Commission is being asked to adopt a Resolution

recommending that City Council adopt Ordinance No. 1884 to the City Council on these proposed amendments.

The proposed Ordinance No. 1884 amends the GMC as follows:

Title 18 (Zoning):

- Amend definition of "emergency shelter" contained in Chapter 18.04 (E Definitions) to comply with Government Code Section 65583(a)(4(C).

- Amend Section 18.12.060 (Two-unit housing development) of Chapter 18.12 (Single-Family Residential Zone (R-1)) of Title 18 (Zoning) to comply with Government Code Sections 65852.21, as amended by SB 450, which amended SB 9.

- Amend definition of "low barrier navigation center" in Section 18.57.020 (Definitions) of Chapter 18.57 (Low Barrier Navigation Centers) of Title 18 (Zoning) to comply with Section 65660 of the Government Code, as amended by SB 1395.

- Add Section 18.76.015 (Definitions) and amend 18.76.030 (Application/Processing) of Chapter 18.76 (Supportive Housing for Homeless as a Use by Right) of Title 18 (Zoning) to comply with Government Code Section 65651, as amended by AB 1801.

Title 17 (Subdivisions):

- Amend Section 17.08.270 (Parcel maps for urban lot splits) of Chapter 17.08 (Procedures and Standards) of Title 17 (Subdivisions) to comply with Government Code Section 66411.7, as amended by SB 450, which amended SB 9.

Also, citations to state law section numbers that have changed were updated to refer to the new state numbering.

ANALYSIS

The Planning and Environmental Quality Commission is being asked to consider amendments to the GMC regarding Zoning and Subdivisions, and make the environmental assessment in accordance with the California Environmental Quality Act (CEQA). This staff report summarizes legislative history of the relevant state laws, as well as the proposed amendments to the GMC.

Senate Bill 450 ("SB 450") was signed into law on September 19, 2024. SB 450 amends Senate Bill 9 (2021), a law that allows duplexes and lot splits on single-family residential lots. SB 450 amends sections 65852.21 and 66411.7 of the Government Code, and

contain a number of changes. SB 450 requires local governments to approve or deny SB 9 project applications within 60 days of submission for a two-unit development or urban lot split. SB 450 also prohibits more restrictive zoning standards, and design standards that apply to the parcel. In order to comply with the requirement of SB 450, the City must amend Chapter 18.12.060 of Chapter 18.12 of Title 18 and Section 17.08 of Title 17 of the GMC.

SB 1395 (2024) amends the Shelter Crisis Act (SCA) amended low barrier navigation center (LBNC) requirements, remove the sunset date, and broadened the exemptions to CEQA. SB 1395 amends the definition of these uses in Section 65560 to provide that they may be non-congregate, they can provide private space, and they can be relocated.

In 2018, AB 1801 amended Government Code Section 65650 providing supportive housing is a use by right in zones where multifamily and mixed uses are permitted when the requirements set forth in Section 65651 are met. AB 1801 amends the definition of supportive housing to specifically include transitional housing for youth and young adults. AB 1801 would authorize a supportive housing development to include administrative office space in its non-residential floor area, provided that the total floor area dedicated to administrative office space does not exceed 25% of the total floor area. AB 1801 defines “administrative office space” as organizational headquarters or auxiliary office space utilized by a nonprofit organization for the purpose of providing onsite supportive services at a supportive housing development and other nonprofit operations.

The definition of “emergency shelter” contained in Chapter 18.04 (E Definitions) is amended to align with the definition found in Government Code Section 65583(a)(4)(C).

The Government Code section numbers were recently updated, and the Ordinance reflects these changes.

The proposed changes to the Gardena Municipal Code may be viewed through Attachment B.

The adoption of Ordinance No.1884 will bring the City’s code into compliance with the state laws.

NOTICING

The public hearing notice was published in the Gardena Valley News on April 10, 2025 (Attachment C). A copy of Proof of Publication and Affidavit of Mailing are on file in the office of the Community Development Department, Room 101 at City Hall, and are considered part of the record.

RECOMMENDATION

Staff recommends the Planning and Environmental Quality Commission to:

1) Open the public hearing;
2) Receive testimony from the public;
3) Close the public hearing; and
4) Adopt Resolution PC #8-25 recommending that the City Council adopt Ordinance No. 1884.

ATTACHMENTS

A. Planning Commission Resolution No. PC #8-25
   Exhibit 1 – Ordinance No. 1884
B. Proposed Changes to Gardena Municipal Code - Redlines to Ordinance No. 1884
C. Public Hearing Notice

ORDINANCE NO. 1884

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING CHAPTERS 18.04 (DEFINITIONS), 18.12 (SINGLE-FAMILY RESIDENTIAL ZONE (R-1)), 18.57 (LOW BARRIER NAVIGATION CENTERS), AND 18.76 (SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT) OF TITLE 18 (ZONING), AND CHAPTER 17.08 (PARCEL MAPS FOR URBAN LOT SPLITS) OF TITLE 17 (SUBDIVISIONS) OF THE GARDENA MUNICIPAL CODE TO IMPLEMENT STATE LAWS RELATING TO HOUSING AND MAKING A DETERMINATION THAT THE ORDINANCE IS EXEMPT FROM CEQA PURSUANT TO CEQA GUIDELINES SECTION 15061(B)(3).

WHEREAS State law continues to be amended relating to housing within California, including special types of housing; and

WHEREAS the City of Gardena wishes to amend the provisions of its Zoning Code to be compliant with State law; and

WHEREAS on May 6, 2025, the Planning Commission held a duly noticed public hearing 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

WHEREAS May 27, 2025, the City Council held a duly noticed public hearing 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. In compliance with the definition in Government Code Section 65583, the definition of “emergency shelter” contained in Chapter 18.04 “E Definitions” is hereby amended to read as follows:

> “Emergency shelter” means housing with minimal supportive services for homeless persons that is limited to occupancy of no more than six months by a homeless person. An emergency shelter may also include other interim interventions, including but not limited to a navigation center, bridge housing, and respite or recuperative care.

SECTION 2. In compliance with SB 450, which amended SB 9 (Government Code Sections 65852.21 and 66411.7), Section 18.12.060 of Chapter 18.12 (Single-Family

Residential Zone (R-1)) of Title 18 (Zoning) and Section 17.08.270 of Chapter 17.08 (Procedures and Standards) of Title 17 (Subdivisions), respectively, are hereby amended to read as follows:

18.12.060 Two-unit housing development.

A. For purposes of this section, the following definitions shall apply:

1. "Housing development" shall mean a development with no more than two primary units on a single lot within a single-family zone that meets the requirements of this section. The two units may consist of two new units or one new unit and one existing unit.

2. "Primary unit" shall mean a residential unit that is not otherwise classified as an accessory dwelling unit or junior accessory dwelling unit pursuant to Government Code Section 66313.

3. "Unit" shall mean a primary dwelling unit, but shall not include an accessory dwelling unit or a junior accessory dwelling unit.

4. "Urban lot split" shall have the same meaning as set forth in Section 17.08.270.

B. The city shall ministerially approve a housing development containing no more than two primary units if it meets the following requirements:

1. Number of units:

a. On a lot which has not been divided pursuant to Section 17.08.270 of this Code, a maximum of four units, no more than two of which may be a primary unit.

b. On a lot which has been divided pursuant to Section 17.08.270, no more than two units, at least one of which shall be a primary unit.

2. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to California Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following are met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

3. The housing development does not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or

c. Housing that has been occupied by a tenant in the last three years.

4. Unless demolition or alteration is prohibited pursuant to subsection (B)(3) of this section, a housing unit may be demolished.

5. The housing in not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application;

C. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D. Standards and Requirements. Notwithstanding any other provisions of the municipal code to the contrary, the following requirements shall apply in addition to all other objective standards applicable to this zone:

1. Setbacks.

a. No setback shall be required for an existing structure, or a structure constructed in the same location and within the same dimensions as an existing structure.

b. Except for those circumstances described in subsection D.1.a of this section, the setback for side and rear lot lines shall be four feet.

c. The front setback shall be twenty feet on a lot that fronts on a street.

d. For landlocked parcels side yard setbacks shall apply to all property lines.

2. The applicant shall provide easements for the provision of public services and facilities as required.

3. One parking space per unit shall be required on the lot unless the parcel is located within one-half mile walking distance of either a high-quality transit

corridor as defined by Public Resources Code Section 21155(b) or a major transit stop as defined in Public Resources Code Section 21064.3, or there is a car share vehicle located within one block of the parcel. The parking space need not be covered, but tandem parking shared by separate units shall not be allowed.

4. Lot coverage shall not exceed fifty percent for interior lots and seventy-five percent for corner lots.

E. Limitations on City Actions.

1. The city shall not impose any zoning or design standards that would have the effect of physically precluding the construction of two units on a lot or that would result in a unit size of less than eight hundred square feet.

2. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for a second house on a lot shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That the uses shall be limited to residential uses.

2. That the rental of any unit created pursuant to this section shall be for a minimum of thirty-one days.

3. That the maximum number of units to be allowed on the parcels shall be as specified in subsection B.1, above.

G. The city may deny the housing development if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

17.08.270 Parcel maps for urban lot splits.

A. Definitions. For purposes of this section, the following definition shall apply:

1. “Urban lot split” means a lot split of a single-family residential lot into two parcels that meets the requirements of this section.

B. The city shall ministerially approve a parcel map for a lot split that meets the following requirements:

1. The parcel is located within a single-family residential zone.

2. The parcel map divides an existing parcel to create no more than two new parcels of approximately equal lot area; provided, that one parcel shall not be smaller than forty percent of the lot area of the original parcel.

3. Both newly created parcels are no smaller than one thousand two hundred square feet.

4. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following is met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum floodplain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

5. The proposed lot split would not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; ; or

c. Housing that has been occupied by a tenant in the last three years.

6. The housing is not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application

8. The lot split does not result in more than two units on a parcel, including any accessory dwelling units or junior accessory dwelling units.

9. The split does not create a flag lot.

C. Time limit for action. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied

within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D. Standards and Requirements. Notwithstanding any other provisions of this municipal code to the contrary, the following requirements shall apply:

1. The lot split conforms to all applicable objective requirements of the Subdivision Map Act and this title, except as the same are modified by this section.

2. No setback shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

3. Except for circumstances described in subsection D.1 of this subsection, the setback for side and rear lot lines shall be four feet.

4. The applicant shall provide easements for the provision of public services and facilities as required.

5. Landlocked parcels created by an urban lot split shall have an access easement over the other parcel on the same map. The easement shall be not less than ten feet in width and must connect to the same curb cut and apron as the other parcel on the same map.

6. Residential units developed on a lot created pursuant to this section shall be subject to the provisions of Section 18.12.060.

E. The city shall not require or deny an application based on any of the following:

1. The city shall not require dedications of rights-of-way or the construction of off-site improvements for the parcels being created as a condition of issuing a parcel map.

2. The city shall not impose any subdivision standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than eight hundred square feet.

3. The city shall not require the correction of nonconforming zoning provisions as a condition for the lot split.

4. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for an urban lot split shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of approval. This requirement does not apply when the applicant is a “community land trust” or a “qualified nonprofit corporation” as the same are defined in the Revenue and Taxation Code.

2. That the uses shall be limited to residential uses.

3. That any rental of any unit created by the lot split shall be for a minimum of thirty-one days.

4. That the maximum number of units to be allowed on each parcel is two, including units otherwise allowed as an accessory dwelling units, junior accessory dwelling units, or units allowed pursuant to Section 18.12.060.

G. The city may deny the lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

H. This section shall not apply to:

1. Any parcel which has been established pursuant to a lot split in accordance with this section; or

2. Any parcel where the owner of the parcel being subdivided or any person acting in concert with the owner has previously subdivided an adjacent parcel in accordance with this section. For purposes of this section, “acting in concert” shall include, but not be limited to, where the owner of a property proposed for an urban lot split is the same, related to, or connected by partnership to the owner, buyer or seller (if transferred within the previous three years) of an adjacent lot.

SECTION 3. In compliance with SB 1395, the definition of “low barrier navigation center” in Section 18.57.020 (Definitions) of Chapter 18.57 (Low Barrier Navigation Centers) is hereby amended to read as follows:

18.57.020 Definitions

* * *

C. “Low barrier navigation center” means a Housing First, low barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing

homelessness to income, public benefits, health services, shelter, and housing. A low barrier navigation center may be non-congregate and relocatable.

SECTION 4. In compliance with AB 1801, Chapter 18.76 (Supportive Housing for Homeless as a Use by Right) is hereby amended to add Section 18.76.015 (Definitions) and amend Section 18.76.030 (Application/Processing) to read as follows with respect to supportive housing for homeless:

18.76.015 Definitions.

For purposes of this Chapter, the following definition shall apply:

"Administrative office space" means an organizational headquarters or auxiliary office space utilized by a nonprofit organization for the purpose of providing onsite supportive services at a supportive housing development authorized pursuant to this Article and includes other nonprofit operations beyond the scope of the corresponding supportive housing development. "Administrative office space" includes parking necessary to serve the office space.

"Supportive housing" as defined in Chapter 18.04 includes nonresidential uses and administrative office space. "Supportive housing" also includes transitional housing for youth and young adults.

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 on site 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 on-site 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 on-site supportive services and administrative office space.

a. For a development with no more than 20 units, at least 90 square feet shall be provided for onsite supportive services.

b. For a development of more than 20 units, at least 3 percent of the total floor area shall be provided for onsite support services that are limited to tenant use, including but not limited to, community rooms, case management offices, computer rooms, and community kitchens.

c. The total floor area dedicated to administrative office space shall not exceed 25 percent of the total floor area;

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

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 thirty days of receipt. The application shall be acted on within sixty days after the application is complete for a project with fifty or fewer units, or within one hundred twenty days for a supportive housing project with more than fifty units.

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

SECTION 5. CEQA. This Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that the ordinance will not have any significant effect on the environment as it is simply implementing what is already required by state law.

SECTION 6. 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.

<u>SECTION 7.</u> 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 fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

<u>SECTION 8.</u> Effective Date. This Ordinance shall not become effective or be in force until thirty (30) days from and after the date of its adoption.

Passed, approved, and adopted this 10th day of June, 2025.

_____

TASHA CERDA, Mayor

ATTEST:

_____

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

_____

CARMEN VASQUEZ, City Attorney

PROPOSED CHANGES TO GARDENA MUNICIPAL CODE

Title 18 ZONING

Chapter 18.04 DEFINITIONS
Amend E Definitions.

"Emergency shelter" means housing with minimal supportive services for homeless persons that is limited to occupancy of no more than six months by a homeless person. An emergency shelter may also include other interim interventions, including but not limited to a navigation center, bridge housing, and respite or recuperative care.

Chapter 18.12 SINGLE FAMILY RESIDENTIAL ZONE (R-1)
Amend Section 18.12.060 Two-unit housing development

18.12.060 Two-unit housing development.

A. For purposes of this section, the following definitions shall apply:

1. "Housing development" shall mean a development with no more than two primary units on a single lot within a single-family zone that meets the requirements of this section. The two units may consist of two new units or one new unit and one existing unit.

2. "Primary unit" shall mean a residential unit that is not otherwise classified as an accessory dwelling unit or junior accessory dwelling unit pursuant to Government Code Section~~s~~ ~~65852.2(j)~~66313 ~~and 65852.22~~.

3. "Unit" shall mean a primary dwelling unit, but shall not include an accessory dwelling unit or a junior accessory dwelling unit.

4. "Urban lot split" shall have the same meaning as set forth in Section 17.08.270.

B. The city shall ministerially approve a housing development containing no more than two primary units if it meets the following requirements:

1. Number of units:

a. On a lot which has not been divided pursuant to Section 17.08.270 of this Code, a maximum of four units, no more than two of which may be a primary unit.

b. On a lot which has been divided pursuant to Section 17.08.270, no more than two units, at least one of which shall be a primary unit.

2. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to California Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following are met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any

additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

3~~2~~. The housing development does not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. ~~Housing on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application;~~ Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; or

c. Housing that has been occupied by a tenant in the last three years.

4~~3~~. Unless demolition or alteration is prohibited pursuant to subsection (B)(3~~2~~) of this section, a housing unit may be demolished ~~if it has not been occupied by a tenant in the last three years~~.

5. The h~~H~~ousing in not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application;

C. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D~~C~~. Standards and Requirements. Notwithstanding any other provisions of the municipal code to the contrary, the following requirements shall apply in addition to all other objective standards applicable to this zone:

1. Setbacks.

a. No setback shall be required for an existing structure, or a structure constructed in the same location and within the same dimensions as an existing structure.

b. Except for those circumstances described in subsection ~~(C)(1)(a)~~D.1.a of this section, the setback for side and rear lot lines shall be four feet.

c. The front setback shall be twenty feet on a lot that fronts on a street~~, except on lots where the street-facing side (width) is longer than the depth; in such case the setback from the street-facing lot line shall be ten feet~~.

d. For landlocked parcels side yard setbacks shall apply to all property lines.

2. The applicant shall provide easements for the provision of public services and facilities as required.

3. One parking space per unit shall be required on the lot unless the parcel is located within one-half mile walking distance of either a high-quality transit corridor as defined by Public Resources Code Section 21155(b) or a major transit stop as defined in Public Resources Code Section 21064.3, or there is a car share vehicle located within one block of the parcel. The parking space need not be covered, but tandem parking shared by separate units shall not be allowed.

~~4. On landlocked lots, a residential structure shall maintain a separation of eight feet to all other habitable structures from its front-facing facade. "Front-facing facade" shall be defined for this purpose as the building side most closely parallel to the plane of the main entrance doorway.~~

4~~5~~. Lot coverage shall not exceed fifty percent for interior lots and seventy-five percent for corner lots.

~~D Design Criteria for New Structures. Notwithstanding the provisions of Section 18.42.095, all two-unit housing developments shall be required to demonstrate compliance with the following design criteria:~~

~~1. Scale and Massing. On lots of at least fifty feet in width, all two-story residential structures must have upper floor exterior walls on the front and at least one side stepped back at least five feet from the ground story exterior walls.~~

~~2. Architectural Detailing. At least two distinct exterior surface treatments and at least two exterior colors are required.~~

~~3. Rooflines. Flat roofs are permitted only on two-story residential buildings and must include parapets.~~

~~4. Garages, Driveways and Parking.~~

~~a. A garage attached to a single-family house or duplex that faces the front of the property must be set back at least five feet from the front-facing wall of the house.~~

~~b. All garages facing streets, but not those facing alleys, must be set back at least twenty feet from the sidewalk, and if there is no sidewalk, twenty-four feet from the curb.~~

~~5. Walls and Fences. Walls and fences in residential zones may be constructed of a variety of materials, but chain link fencing, barbed wire, razor wire, and electrified fences are explicitly prohibited.~~

E. Limitations on City Actions.

1. The city shall not impose any zoning or design standards that would have the effect of physically precluding the construction of two units on a lot or that would result in a unit size of less than eight hundred square feet.

2. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F. An applicant for a second house on a lot shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That the uses shall be limited to residential uses.

2. That the rental of any unit created pursuant to this section shall be for a minimum of thirty-one days.

3. That the maximum number of units to be allowed on the parcels shall be as specified in subsection B.1, above~~is two, not including units otherwise allowed pursuant to density bonus provisions, accessory dwelling units, junior accessory dwelling units, or units allowed pursuant to Section 17.08.270~~.

G. The city may deny the housing development if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety ~~or the physical environment and~~ for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

Chapter 18.57 LOW BARRIER NAVIGATION CENTERS
Amend Section 18.57.020 Definitions

C. "Low barrier navigation center" means a Housing First, low barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing. A low barrier navigation center may be non-congregate and relocatable.

Chapter 18.76 SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT
Add Section 18.76.015 Definitions

18.76.015 Definitions.

For purposes of this Chapter, the following definition shall apply:

"Administrative office space" means an organizational headquarters or auxiliary office space utilized by a nonprofit organization for the purpose of providing onsite supportive services at a supportive housing development authorized pursuant to this Article and includes other nonprofit operations beyond the scope of the corresponding supportive housing development. "Administrative office space" includes parking necessary to serve the office space.

"Supportive housing" as defined in Chapter 18.04 includes nonresidential uses and administrative office space. "Supportive housing" also includes transitional housing for youth and young adults.

Chapter 18.76 SUPPORTIVE HOUSING FOR HOMELESS AS A USE BY RIGHT
Amend Section 18.76.030 Application/Processing

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 on site 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 on-site 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 on-site supportive services and administrative office space.

a. For a development with no more than 20 units, at least 90 square feet shall be provided for onsite supportive services.

b. For a development of more than 20 units, at least 3 percent of the total floor area shall be provided for onsite support services that are limited to tenant use, including but not limited to, community rooms, case management offices, computer rooms, and community kitchens.;

c. The total floor area dedicated to administrative office space shall not exceed 25 percent of the total floor area;

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

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 thirty days of receipt. The application shall be acted on within sixty days after the application is complete for a project with fifty or fewer units, or within one hundred twenty days for a supportive housing project with more than fifty units.

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

Title 17 SUBDIVISIONS

Chapter 17.08 PROCEDURES AND STANDARDS
Amend Section 17.08.270 Parcel maps for urban lot splits

17.08.270 Parcel maps for urban lot splits.

A. Definitions. For purposes of this section, the following definition shall apply:

1. "Urban lot split" means a lot split of a single-family residential lot into two parcels that meets the requirements of this section.

B. The city shall ministerially approve a parcel map for a lot split that meets the following requirements:

1. The parcel is located within a single-family residential zone.

2. The parcel map divides an existing parcel to create no more than two new parcels of approximately equal lot area; provided, that one parcel shall not be smaller than forty percent of the lot area of the original parcel.

3. Both newly created parcels are no smaller than one thousand two hundred square feet.

4. The parcel is not located in any of the following areas and does not fall within any of the following categories:

a. A historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.

b. A hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.

c. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law and by the city's building department.

d. A special flood hazard area subject to inundation by the one percent annual chance flood (one-hundred-year flood) as determined by the Federal Emergency Management Agency (FEMA) in any official maps published by FEMA. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site. A development may be located on a site described in this subsection if either of the following is met:

i. The site has been subject to a letter of map revision prepared by FEMA and issued to the city; or

ii. The site meets FEMA requirements necessary to meet minimum floodplain management criteria of the National Flood Insurance Program as further spelled out in Government Code Section 65913.4(a)(6)(G)(ii);

e. A regulatory floodway as determined by FEMA in any of its official maps, published by FEMA unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If an applicant is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subsection and is otherwise eligible for streamlined approval under this section, the city shall not deny the application on the basis that the applicant did not comply with any additional permit requirement, standard, or action adopted by the city that is applicable to that site.

f. Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Section 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).

5. The proposed lot split would not require demolition or alteration of any of the following types of housing:

a. Housing that is subject to a recorded covenant, ordinance or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income;

b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power; ~~Housing on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application~~; or

c. Housing that has been occupied by a tenant in the last three years.

6. The h~~H~~ousing is not on a parcel or parcels on which an owner of residential real property exercised rights under Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within fifteen years before the date of the application

8. The lot split does not result in more than two units on a parcel, including any accessory dwelling units or junior accessory dwelling units.

9~~7~~. The split does not create a f~~F~~lag lot~~s are not permitted~~.

C. Time limit for action. The city shall act upon an application within 60 days from the date the city receives a completed application. If the application is denied, the city shall return a full set of comments to the applicant with a list of items that are defective or deficient and a description of how the application can be remedied within the 60 day time period. Any application not acted upon within this time period shall be deemed approved.

D~~C~~. Standards and Requirements. Notwithstanding any other provisions of this municipal code to the contrary, the following requirements shall apply:

1. The lot split conforms to all applicable objective requirements of the Subdivision Map Act and this title, except as the same are modified by this section.

2. No setback shall be required for an existing structure, or a structure constructed in the same location and to the same dimensions as an existing structure.

3. Except for circumstances described in subsection ~~(C)(2)~~D.1 of this subsection, the setback for side and rear lot lines shall be four feet.

4. The applicant shall provide easements for the provision of public services and facilities as required.

5. Landlocked parcels created by an urban lot split shall have an access easement over the other parcel on the same map. The easement shall be not less than ten feet in width and must connect to the same curb cut and apron as the other parcel on the same map.

6. Residential units developed on a lot created pursuant to this section shall be subject to the provisions of Section 18.12.060.

E~~D~~. The city shall not require or deny an application based on any of the following:

1. The city shall not require dedications of rights-of-way or the construction of off-site improvements for the parcels being created as a condition of issuing a parcel map.

2. The city shall not impose any subdivision standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than eight hundred square feet.

3. The city shall not require the correction of nonconforming zoning provisions as a condition for the lot split.

4. The city shall not deny an application solely because it proposes adjacent or connected structures; provided, that all building code safety standards are met, and they are sufficient to allow a separate conveyance.

F~~E~~. An applicant for an urban lot split shall be required to sign an affidavit in a form approved by the city attorney to be recorded against the property stating the following:

1. That applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of approval. This requirement does not apply when the applicant is a "community land trust" or a "qualified nonprofit corporation" as the same are defined in the Revenue and Taxation Code.

2. That the uses shall be limited to residential uses.

3. That any rental of any unit created by the lot split shall be for a minimum of thirty-one days.

4. That the maximum number of units to be allowed on each parcel is two, including units otherwise allowed as an~~pursuant to density bonus provisions,~~ accessory dwelling units, junior accessory dwelling units, or units allowed pursuant to Section 18.12.060.

G~~F~~. The city may deny the lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in Government Code Section 65589.5(d)(2), upon the public health and safety ~~or the physical environment~~ and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

H~~G~~. This section shall not apply to:

1. Any parcel which has been established pursuant to a lot split in accordance with this section; or

2. Any parcel where the owner of the parcel being subdivided or any person acting in concert with the owner has previously subdivided an adjacent parcel in accordance with this section. For purposes of this section, "acting in concert" shall include, but not be limited to, where the owner of a property proposed for an urban lot split is the same, related to, or connected by partnership to the owner, buyer or seller (if transferred within the previous three years) of an adjacent lot.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 14.A
Section: DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES
Meeting Date: May 27, 2025

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

AGENDA TITLE: Request City Council's Approval of Employment Agreement promoting Deputy Police Chief Todd Fox, to Police Chief, effective June 6, 2025 through June 1, 2027; and Approval of the City of Gardena Classification and Compensation Plan, effective June 6, 2025.

COUNCIL ACTION REQUIRED:

Staff recommendations:

- Approve Employment Agreement promoting Deputy Police Chief, Todd Fox, to Police Chief, effective June 6, 2025 through June 1, 2027
- Approve the City of Gardena Classification and Compensation Plan, effective June 6, 2025

RECOMMENDATION AND STAFF SUMMARY:

The City's Police Chief position will be vacant on June 6, 2025, as the City's current Police Chief, Chief Saffell, is retiring June 5, 2025.

Staff recommends City Council promote Deputy Police Chief, Todd Fox, to Police Chief, effective June 6, 2025 and approve his employment agreement through June 1, 2027.

Deputy Chief Fox began his career with the Gardena Police Department in 2001, and has served in nearly every rank - including Patrol Officer, Detective, Sergeant, Lieutenant, and Captain. As a Lieutenant, he was actively involved with the Gardena Police Department's Neighborhood Watch program as the District 3 commander. In that role he built strong relationships with community members and held one of the highest attended meetings at Serra High School. As a new Lieutenant, he also led the implementation of the department's first body-worn camera system and Automated License Plate Reader (ALPR) technology, among other innovations.

Deputy Chief Fox holds a Bachelor of Science in Criminal Justice from Union Institute & University. He is a graduate of the POST Executive Development Course, POST Management Course, and the Sherman Block Supervisory Leadership Institute. His professional training includes specialized instruction in internal affairs, procedural justice, use-of-force analysis, and leadership accountability.

In December 2024, Captain Todd Fox was promoted to Deputy Police Chief, and has been serving as second-in-command of the Gardena Police Department. In this current role, Deputy Chief Fox oversees both the Support Services Division and the Operations Division. He is responsible for department-wide hiring, training, and personnel development, as well as overseeing facility operations Jail Services, the Records Bureau, and Property & Evidence. Further, Deputy Chief Fox provides leadership for major investigations, tactical operations, and specialized units including the Detective Bureau, Special Investigations Unit, Special Tasks and Response Team, and the Gardena/Hawthorne Mental Evaluation Team (G/HMET). His executive responsibilities include oversight of internal affairs, critical incident review, civil liability and litigation, and compliance with key legislation such as SB 1421 and SB 2.

With over two decades of distinguished service to the Gardena community, Deputy Chief Fox brings a wealth of operational experience, executive leadership, and an unwavering commitment to organizational excellence and public trust. As a trusted key executive leader, Deputy Chief Fox plays a role in managing the department's budget, authors reports and contract recommendations for City Council consideration, as well as coordinates with Human Resources and third-party administrators on matters related to risk management, civil liability, and worker's compensation.

The proposed agreement is for two years, and the annual salary is $272,235.00. The City will save an estimated $220,000 over the term of this agreement.

In conclusion, Staff proudly recommends to the City Council to promote Deputy Police Chief, Todd Fox, to Police Chief, effective June 6, 2025 and approve his employment agreement.

FINANCIAL IMPACT/COST:

Estimated General Fund Savings of $220,000 over the terms of this agreement

ATTACHMENTS:

EMPLOYMENT AGREEMENT - Fox 06-06-2025.pdf
Classification and Compensation Schedule - eff. June 6 2025.pdf

APPROVED:

_____

Clint Osorio, City Manager

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EMPLOYMENT AGREEMENT BETWEEN THE CITY OF GARDENA AND TODD M. FOX

This Employment Agreement (Agreement) is made and entered into, by and between the City of Gardena (City), a municipal corporation, and Todd Fox (Fox), in order to secure the services of Fox as the City's Chief of Police. The City and Fox are collectively referred to herein as the "Parties."

RECITALS

WHEREAS, City desires the appointment of Fox, who is currently employed as the Deputy Chief of Police, to the position of Chief of Police for the City based upon the terms and conditions of this Agreement; and

WHEREAS, Fox desires to continue his appointment as Chief of Police and to comply with the terms and conditions as set forth in this Agreement,

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the Parties agree as follows:

1. EMPLOYMENT

The City hereby employs Fox as the Chief of Police of the City, and Fox accepts that employment.

2. DUTIES

Fox shall perform those duties and have those responsibilities that are commonly assigned to a police chief of a general law city in the State of California, including but not limited to those duties and responsibilities specified by state statutes and the City's Municipal Code. Fox agrees to perform such other legally permissible duties and functions consistent with the office of the Chief of Police as the City Manager and/or City Council shall from time-to-time assign. Because of the nature of the police department and its functions, Fox will report and answer directly to the City Manager. Fox's position as Chief is considered a full-time position. Fox shall not engage in any other business, educational, professional, or charitable activities that would conflict or materially interfere with Fox's performance of his Chief duties.

3. TERM

A. The term of this Agreement commences on June 6, 2025, and expires on June 1, 2027, unless otherwise terminated sooner. This Agreement shall automatically expire by operation of time on June 1, 2027, and Fox's employment with the City as Police Chief shall cease as of that date unless the parties agree in writing to extend his employment as Police Chief past that date.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of Fox as Police Chief at any time, subject only to the provisions set forth in Section 5 of this Agreement.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right

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of Fox to retire or resign at any time from his position as Chief with the City, subject only to the provisions set forth in Section 5 of this Agreement.

D. Nothing in this Agreement shall preclude the termination of this Agreement by mutual consent of both the Parties.

E. Nothing in this Agreement shall preclude the City and Fox from extending the term of this Agreement beyond its termination date under mutually agreed upon terms and conditions which must be reduced to writing and signed by the Parties. Failure of the parties to mutually agree in writing to extend Fox's employment as Chief of Police with the City past June 1, 2027 shall not be considered a removal of Fox as Chief and shall not otherwise be considered a punitive action that entitles Fox to an administrative appeal under the Public Safety Officers Procedural Bill of Rights Act.

4. AT-WILL EMPLOYMENT STATUS

Fox agrees that his employment as police chief is at-will and may be terminated without cause and that he shall have no rights or expectations of continued employment with City, except as provided in Section 5 below.

5. TERMINATION

A. This Agreement may be terminated by the City Council for cause or misconduct by Fox. After giving notice to Fox that this Agreement is terminated for cause or misconduct, the City shall have no obligation to continue the employment of Fox or to provide compensation or benefits, including severance pay. For purposes of termination, "cause" is defined as willful breach of duty by Fox in the course of employment or habitual neglect of duty by Fox in the course of employment or continued incapacity of Fox to perform the duties of employment as Chief of Police. Cause may also include Fox being charged with, or entering a guilty plea or plea of nolo contendere to, or being convicted of, an offence which is a felony or crime of moral turpitude in the State of California; Fox's willful misconduct or gross negligence; or Fox's act of material dishonesty with or theft from the City.

B. In the event of the City's termination of this Agreement without cause or misconduct as defined in subsection 5.A., above, Fox is entitled to a payment of severance pay equal to his monthly salary multiplied by the number of months left on the unexpired term of the contract. However, if the unexpired term of the contract is greater than 6 months, the maximum cash settlement shall be an amount equal to the monthly salary of Fox multiplied by six (6). All severance payments shall be made to Fox within thirty (30) days of the effective date of his involuntary separation. Additionally, Fox will be entitled to any cash out of accrued and unused vacation, compensatory time, sick time, management leave, floating holiday, and holiday time due to him as provided by City Council Resolution No. 6699, as set forth in Section 6 below. Regardless of the nature of his separation, Fox is entitled to benefits previously earned by his tenure working for the City of Gardena. Fox will have no caps to his vacation, holiday, or unused sick time accruals nor will be compelled to sell back said accruals prior to his termination. Fox will have his unused accruals paid at his fully burdened rate. In addition, Fox shall have no caps applied to his unused sick time, vacation, or holiday leave bank cash-out upon retirement or separation. Regardless of the nature of separation, Fox will retain all of his accrued sick time.

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C. Fox may, at any time during the term of the Agreement, resign from his position of Chief with the City upon 30 days written notice to the City Manager. If Fox resigns, the City will not be under any obligation to pay him any severance benefits. However, Fox will be entitled to any cash out of accrued and unused vacation, sick time and compensatory leave due to him as provided by City Council Resolution No. 6699, as set forth in Section 6 below. His unused accruals will be paid at the fully burdened rate. Fox will have no caps to his vacation, holiday, or sick time accruals nor will be compelled to sell back said accruals prior to his retirement or separation. Regardless of the nature of separation, Fox will retain all of his accrued sick time.

D. Fox shall also have no right to appeal his removal as police chief, including termination for cause or misconduct as set forth in subsection 5.D., except as may be required by California Government Code section 3304, subsection (c) of the Public Safety Officer's Procedural Bill of Rights Act. Fox agrees that if he is entitled to an administrative appeal under section 3304(c), the City shall establish the rules for the appeal hearing, which shall provide Fox with a limited opportunity to establish a formal record of the circumstances surrounding his removal and to convince the City to reverse its decision, either by demonstrating the falsity of any charges that led to the removal of through proof of mitigating circumstances.

6. RESOLUTION NO. 6699

Except as otherwise provided in this Agreement, Fox shall receive the benefits set forth in City Council Resolution No. 6699 or any other later resolution that replaces No. 6699, which exclusively sets forth the wages, hours and terms and conditions of employment for all Unrepresented Police Managers. Resolution No. 6699 is incorporated here by this reference, and it is also Attachment "A" to this Agreement. Fox will have no caps to his vacation, holiday, or sick time accruals nor will be compelled to sell back said accruals prior to his retirement or separation. In addition, Fox shall have no caps applied to his unused sick time accruals, vacation, or holiday leave bank cash-out upon retirement or separation. Unused accrual time will be paid at the fully burdened rate. Regardless of the nature of separation, Fox will retain all of his accrued sick time.

7. SALARY AND PERFORMANCE REVIEW

A. Fox's initial base annual salary is $272,235. Thereafter, Fox will receive a cost-of-living adjustment increase equal to 4% of his base salary effective in the first pay distribution of June in the year 2026. Said amount shall be payable in monthly or bi-weekly installments at the same time and in the same manner as other employees of the City are paid.

B. In addition to his base salary and pursuant to Resolution No. 6699, Fox shall receive the following pay in the same monthly or bi-weekly installments:

1. California POST Supervisory/Advanced Certificate Incentive pay at 12.0% of the July 12, 2020 monthly step rate, plus $339.04.

2. California POST Management Certificate pay at 5.0% of annual base salary.

3. Longevity Pay at 5.0% of annual base salary.

4. Management Incentive Pay at 9.5% of annual base salary.

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C. The City reserves the right to evaluate Fox's performance at any time.

8. GENERAL PROVISIONS

A. This Agreement shall constitute the entire agreement between the parties as to the subject matter herein and all other prior agreements, arrangements or understandings, oral or written, are merged into and superseded by the terms of this Agreement. No subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties unless reduced to writing and signed by the Parties.

B. If any provision or other portion of this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

C. The Agreement may be signed in counterparts.

D. The Agreement will become effective as soon as signed executed by the City Manager and Fox, adopted by the City Council and signed and executed by the Mayor of the City.

E. Each of the parties acknowledges that it has been represented by independent legal counsel of its own choosing, or if it has not been so represented, it has been admonished to obtain independent legal counsel and has freely and voluntarily waived and relinquished the right to legal counsel. Further, each party who has not obtained independent legal counsel acknowledges that the failure to have independent legal counsel will not excuse such party's failure to perform under this Agreement or any agreement referred to in this Agreement.

9. REPRESENTATIONS AND WARRANTIES

Each of the parties represents and warrants to the other party as follows:

It is agreed that each party has the right and authority to enter into this Agreement and that the person executing this Agreement on behalf of either party has the right and authority to fully commit and bind such party to the provisions of this Agreement.

10. WAIVER

Waiver by any party hereto of any term, condition or covenant of this Agreement shall not constitute the waiver of any other term, condition or covenant hereof.

11. ASSIGNMENT

This Agreement is personal to Fox and shall not be assigned by Fox. Any such assignment shall be null and void.

12. GOVERNING LAW

This Agreement shall be interpreted and construed according to the laws of the State of California and venue shall be in the County of Los Angeles.

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13. REIMBURSEMENT TO THE CITY

Notwithstanding anything to the contrary in this Agreement, if Fox is convicted, pleads guilty or pleads nolo contendere to a crime involving an abuse of his office or position, Fox shall fully reimburse the City as follows:

A. For any paid leave salary provided by the City pending an investigation as required by Government Code section 53243.

B. For any funds provided by the City for the legal criminal defense of Fox as required by Government Code section 53243.1.

C. For any cash settlement provided by the City related to the termination of Fox's employment as required by Government Code section 53243.2.

D. For purposes of this Agreement, "abuse of office or position" means either of the following:

1. An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority. See Government Code section 53243.4(a).

2. A crime against public justice, including, but not limited to, a crime Described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85), or Title 7 (commencing with Section 92) of Part 1 of the Penal Code. See Government Code section 53243.4(b).

14. NOTICE

All notices relating to this Agreement shall be personally delivered or mailed to the addresses listed below:

Todd Fox
[redacted]

City Manager
City of Gardena
Gardena, CA 90247

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IT IS SO AGREED:

Todd Fox

Todd Fox

Todd Fox

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CITY OF GARDENA
CLASSIFICATION AND COMPENSATION PLAN
Adopted May 27, 2025. Effective June 6, 2025

Scheule 340: Adjust Compensation to reflect new Employment Contract

4 Lifeguard Trainee

HOURLY	*1*
	16.5000

5 Recreation Instructor

HOURLY RANGE	20.00 - 35.00

6 Clerical Aide I
6 Police Aide

STEP	*4*	*6*
ANNUAL	32,400.00	35,724.00
MONTHLY	2,700.00	2,977.00
BI-WEEKLY	1,246.15	1,374.00
HOURLY	15.5769	17.1750

7 Peer Advocate Counselor II
7 Storeroom Aide

STEP	*6*
ANNUAL	34,908.00
MONTHLY	2,909.00
BI-WEEKLY	1,342.62
HOURLY	16.7827

8 Community Aide I

STEP	*5*	*6*
ANNUAL	34,068.00	35,772.00
MONTHLY	2,839.00	2,981.00
BI-WEEKLY	1,310.31	1,375.85
HOURLY	16.3788	17.1981

13

STEP	*5*	*6*
ANNUAL	34,956.00	36,708.00
MONTHLY	2,913.00	3,059.00
BI-WEEKLY	1,344.46	1,411.85
HOURLY	16.8058	17.6481

14 Pool Cashier

STEP	*4*	*5*	*6*
ANNUAL	34,116.00	35,820.00	37,608.00
MONTHLY	2,843.00	2,985.00	3,134.00
BI-WEEKLY	1,312.15	1,377.69	1,446.46
HOURLY	16.4019	17.2212	18.0808

15

STEP	[redacted]	*4*	*5*	*6*
ANNUAL	[redacted]	34,980.00	36,732.00	38,568.00
MONTHLY	[redacted]	2,915.00	3,061.00	3,214.00
BI-WEEKLY	[redacted]	1,345.38	1,412.77	1,483.38
HOURLY	[redacted]	16.8173	17.6596	18.5423

16

STEP	[redacted]	*3*	*4*	*5*	*6*
ANNUAL	[redacted]	34,152.00	35,856.00	37,644.00	39,528.00
MONTHLY	[redacted]	2,846.00	2,988.00	3,137.00	3,294.00
BI-WEEKLY	[redacted]	1,313.54	1,379.08	1,447.85	1,520.31
HOURLY	[redacted]	16.4192	17.2385	18.0981	19.0038

17 Clerk Typist

STEP	[redacted]	*3*	*4*	*5*	*6*
ANNUAL	[redacted]	35,004.00	36,756.00	38,592.00	40,524.00
MONTHLY	[redacted]	2,917.00	3,063.00	3,216.00	3,377.00
BI-WEEKLY	[redacted]	1,346.31	1,413.69	1,484.31	1,558.62
HOURLY	[redacted]	16.8288	17.6712	18.5538	19.4827

18

STEP	[redacted]	*2*	*3*	*4*	*5*	*6*
ANNUAL	[redacted]	34,176.00	35,880.00	37,680.00	39,564.00	41,544.00
MONTHLY	[redacted]	2,848.00	2,990.00	3,140.00	3,297.00	3,462.00
BI-WEEKLY	[redacted]	1,314.46	1,380.00	1,449.23	1,521.69	1,597.85
HOURLY	[redacted]	16.4308	17.2500	18.1154	19.0212	19.9731

19

STEP	[redacted]	*2*	*3*	*4*	*5*	*6*
ANNUAL	[redacted]	35,016.00	36,768.00	38,604.00	40,536.00	42,564.00
MONTHLY	[redacted]	2,918.00	3,064.00	3,217.00	3,378.00	3,547.00
BI-WEEKLY	[redacted]	1,346.77	1,414.15	1,484.77	1,559.08	1,637.08
HOURLY	[redacted]	16.8346	17.6769	18.5596	19.4885	20.4635

20

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	34,188.00	35,892.00	37,692.00	39,576.00	41,556.00	43,632.00
MONTHLY	2,849.00	2,991.00	3,141.00	3,298.00	3,463.00	3,636.00
BI-WEEKLY	1,314.92	1,380.46	1,449.69	1,522.15	1,598.31	1,678.15
HOURLY	16.4365	17.2558	18.1212	19.0269	19.9788	20.9769

21 Police Cadet

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,028.00	36,780.00	38,616.00	40,548.00	42,576.00	44,700.00
MONTHLY	2,919.00	3,065.00	3,218.00	3,379.00	3,548.00	3,725.00
BI-WEEKLY	1,347.23	1,414.62	1,485.23	1,559.54	1,637.54	1,719.23
HOURLY	16.8404	17.6827	18.5654	19.4942	20.4692	21.4904

22 FCC Program Assistant I
22 Geriatric Aide
22 Human Services Aide
22 Recreation Leader I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,904.00	37,704.00	39,588.00	41,568.00	43,644.00	45,828.00
MONTHLY	2,992.00	3,142.00	3,299.00	3,464.00	3,637.00	3,819.00
BI-WEEKLY	1,380.92	1,450.15	1,522.62	1,598.77	1,678.62	1,762.62
HOURLY	17.2615	18.1269	19.0327	19.9846	20.9827	22.0327

23 Community Aide II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	36,804.00	38,640.00	40,572.00	42,600.00	44,736.00	46,968.00
MONTHLY	3,067.00	3,220.00	3,381.00	3,550.00	3,728.00	3,914.00
BI-WEEKLY	1,415.54	1,486.15	1,560.46	1,638.46	1,720.62	1,806.46
HOURLY	17.6942	18.5769	19.5058	20.4808	21.5077	22.5808

24

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,728.00	39,612.00	41,592.00	43,668.00	45,852.00	48,144.00
MONTHLY	3,144.00	3,301.00	3,466.00	3,639.00	3,821.00	4,012.00
BI-WEEKLY	1,451.08	1,523.54	1,599.69	1,679.54	1,763.54	1,851.69
HOURLY	18.1385	19.0442	19.9962	20.9942	22.0442	23.1462

25

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	38,676.00	40,608.00	42,636.00	44,772.00	47,016.00	49,368.00
MONTHLY	3,223.00	3,384.00	3,553.00	3,731.00	3,918.00	4,114.00
BI-WEEKLY	1,487.54	1,561.85	1,639.85	1,722.00	1,808.31	1,898.77
HOURLY	18.5942	19.5231	20.4981	21.5250	22.6038	23.7346

26 Pool Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	39,636.00	41,616.00	43,692.00	45,876.00	48,168.00	50,580.00
MONTHLY	3,303.00	3,468.00	3,641.00	3,823.00	4,014.00	4,215.00
BI-WEEKLY	1,524.46	1,600.62	1,680.46	1,764.46	1,852.62	1,945.38
HOURLY	19.0558	20.0077	21.0058	22.0558	23.1577	24.3173

27 Lifeguard

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	40,620.00	42,648.00	44,784.00	47,028.00	49,380.00	51,852.00
MONTHLY	3,385.00	3,554.00	3,732.00	3,919.00	4,115.00	4,321.00
BI-WEEKLY	1,562.31	1,640.31	1,722.46	1,808.77	1,899.23	1,994.31
HOURLY	19.5288	20.5038	21.5308	22.6096	23.7404	24.9288

28 Meal Services Coordinator
28 Police Assistant
28 Recreation Leader II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	41,628.00	43,704.00	45,888.00	48,180.00	50,592.00	53,124.00
MONTHLY	3,469.00	3,642.00	3,824.00	4,015.00	4,216.00	4,427.00
BI-WEEKLY	1,601.08	1,680.92	1,764.92	1,853.08	1,945.85	2,043.23
HOURLY	20.0135	21.0115	22.0615	23.1635	24.3231	25.5404

29 Account Clerk
29 Customer Service Clerk I
29 Printing & Technology Intern
29 Recreation Therapist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	42,672.00	44,808.00	47,052.00	49,404.00	51,876.00	54,468.00
MONTHLY	3,556.00	3,734.00	3,921.00	4,117.00	4,323.00	4,539.00
BI-WEEKLY	1,641.23	1,723.38	1,809.69	1,900.15	1,995.23	2,094.92
HOURLY	20.5154	21.5423	22.6212	23.7519	24.9404	26.1865

30 Certified Nursing Assistant
30 Custodian I
30 FCC Education Assistant II
30 FCC Program Assistant II
30 Lifeguard/Swim Instuctor
30 Office Specialist

	1	*2*	*3*	*4*	*5*	*6*
ANNUAL	43,728.00	45,912.00	48,204.00	50,616.00	53,148.00	55,800.00
MONTHLY	3,644.00	3,826.00	4,017.00	4,218.00	4,429.00	4,650.00
BI-WEEKLY	1,681.85	1,765.85	1,854.00	1,946.77	2,044.15	2,146.15
HOURLY	21.0231	22.0731	23.1750	24.3346	25.5519	26.8269

31 On-Demand (Micro/Paratransit) Operator
31 Paratransit Driver

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	44,832.00	47,076.00	49,428.00	51,900.00	54,492.00	57,216.00
MONTHLY	3,736.00	3,923.00	4,119.00	4,325.00	4,541.00	4,768.00
BI-WEEKLY	1,724.31	1,810.62	1,901.08	1,996.15	2,095.85	2,200.62
HOURLY	21.5538	22.6327	23.7635	24.9519	26.1981	27.5077

32 Home Improvement Maintenance Helper
32 Right-of-Way Maintenance Worker

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	45,948.00	48,240.00	50,652.00	53,184.00	55,848.00	58,644.00
MONTHLY	3,829.00	4,020.00	4,221.00	4,432.00	4,654.00	4,887.00
BI-WEEKLY	1,767.23	1,855.38	1,948.15	2,045.54	2,148.00	2,255.54
HOURLY	22.0904	23.1923	24.3519	25.5692	26.8500	28.1942

33 Customer Service Clerk II
33 Equipment Utility Worker I
33 Public Safety Officer
33 Relief Bus Operator Trainee

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	47,100.00	49,452.00	51,924.00	54,516.00	57,240.00	60,108.00
MONTHLY	3,925.00	4,121.00	4,327.00	4,543.00	4,770.00	5,009.00
BI-WEEKLY	1,811.54	1,902.00	1,997.08	2,096.77	2,201.54	2,311.85
HOURLY	22.6442	23.7750	24.9635	26.2096	27.5192	28.8981

34 Custodian II
34 Graffiti Technician
34 On-Demand Transit Dispatcher
34 Paratransit Dispatcher
34 Park Maintenance Worker I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	48,276.00	50,688.00	53,220.00	55,884.00	58,680.00	61,620.00
MONTHLY	4,023.00	4,224.00	4,435.00	4,657.00	4,890.00	5,135.00
BI-WEEKLY	1,856.77	1,949.54	2,046.92	2,149.38	2,256.92	2,370.00
HOURLY	23.2096	24.3692	25.5865	26.8673	28.2115	29.6250

35 Community Aide III
35 Help Desk Technician
35 Street Maintenance Worker

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	49,488.00	51,960.00	54,564.00	57,288.00	60,156.00	63,168.00
MONTHLY	4,124.00	4,330.00	4,547.00	4,774.00	5,013.00	5,264.00
BI-WEEKLY	1,903.38	1,998.46	2,098.62	2,203.38	2,313.69	2,429.54
HOURLY	23.7923	24.9808	26.2327	27.5423	28.9212	30.3692

36 Court Liaison
36 Intermediate Clerk Typist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	50,724.00	53,256.00	55,920.00	58,716.00	61,656.00	64,740.00
MONTHLY	4,227.00	4,438.00	4,660.00	4,893.00	5,138.00	5,395.00
BI-WEEKLY	1,950.92	2,048.31	2,150.77	2,258.31	2,371.38	2,490.00
HOURLY	24.3865	25.6038	26.8846	28.2288	29.6423	31.1250

37 Nutrition Services Coordinator
37 Relief Bus Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	51,996.00	54,600.00	57,336.00	60,204.00	63,216.00	66,372.00
MONTHLY	4,333.00	4,550.00	4,778.00	5,017.00	5,268.00	5,531.00
BI-WEEKLY	1,999.85	2,100.00	2,205.23	2,315.54	2,431.38	2,552.77
HOURLY	24.9981	26.2500	27.5654	28.9442	30.3923	31.9096

38 Activity Coordinator
38 Equipment Utility Worker II
38 Homeless Coordinator
38 Police Records Technician I
38 Police Service Technician
38 Purchasing Clerk
38 Senior Account Clerk
38 Senior Clerk Typist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	53,292.00	55,956.00	58,752.00	61,692.00	64,776.00	68,016.00
MONTHLY	4,441.00	4,663.00	4,896.00	5,141.00	5,398.00	5,668.00
BI-WEEKLY	2,049.69	2,152.15	2,259.69	2,372.77	2,491.38	2,616.00
HOURLY	25.6212	26.9019	28.2462	29.6596	31.1423	32.7000

39 Apprentice Mechanic
39 Home Improvement Lead Person
39 Park Maintenance Worker II
39 Records Management Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	54,624.00	57,360.00	60,228.00	63,240.00	66,408.00	69,732.00
MONTHLY	4,552.00	4,780.00	5,019.00	5,270.00	5,534.00	5,811.00
BI-WEEKLY	2,100.92	2,206.15	2,316.46	2,432.31	2,554.15	2,682.00
HOURLY	26.2615	27.5769	28.9558	30.4038	31.9269	33.5250

40 Engineering Aide
40 FCC Education Assistant III
40 FCC Program Assistant III
40 Public Works Coordinator
40 Sr. Transit Utility Specialist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	55,980.00	58,776.00	61,716.00	64,800.00	68,040.00	71,448.00
MONTHLY	4,665.00	4,898.00	5,143.00	5,400.00	5,670.00	5,954.00
BI-WEEKLY	2,153.08	2,260.62	2,373.69	2,492.31	2,616.92	2,748.00
HOURLY	26.9135	28.2577	29.6712	31.1538	32.7115	34.3500

41 Deputy City Clerk I
41 Permit/Licensing Technician I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,384.00	60,252.00	63,264.00	66,432.00	69,756.00	73,248.00
MONTHLY	4,782.00	5,021.00	5,272.00	5,536.00	5,813.00	6,104.00
BI-WEEKLY	2,207.08	2,317.38	2,433.23	2,555.08	2,682.92	2,817.23
HOURLY	27.5885	28.9673	30.4154	31.9385	33.5365	35.2154

42 Community Center Coordinator
42 Community Services Officer
42 Human Services Coordinator
42 Police Records Technician II
42 Police Service Officer
42 Recreation Coordinator
42 Secretary
42 Social Services Coordinator
42 Tree Trimmer I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	58,824.00	61,764.00	64,848.00	68,088.00	71,496.00	75,072.00
MONTHLY	4,902.00	5,147.00	5,404.00	5,674.00	5,958.00	6,256.00
BI-WEEKLY	2,262.46	2,375.54	2,494.15	2,618.77	2,749.85	2,887.38
HOURLY	28.2808	29.6942	31.1769	32.7346	34.3731	36.0923

43 Administrative Aide
43 Building Maintenance Worker
43 Cement Finisher
43 Human Resources / Department Coordinator
43 Payroll / Personnel Technician
43 Senior Citizens Social Services Coordinator
43 Transit Maintenance Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,288.00	63,300.00	66,468.00	69,792.00	73,284.00	76,944.00
MONTHLY	5,024.00	5,275.00	5,539.00	5,816.00	6,107.00	6,412.00
BI-WEEKLY	2,318.77	2,434.62	2,556.46	2,684.31	2,818.62	2,959.38
HOURLY	28.9846	30.4327	31.9558	33.5538	35.2327	36.9923

44 Administrative Secretary
44 Building Aide
44 Building/Planning Technician
44 Permit/Licensing Technician II
44 Sewer Maintenance Worker
44 Tree Trimmer II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	61,800.00	64,896.00	68,136.00	71,544.00	75,120.00	78,876.00
MONTHLY	5,150.00	5,408.00	5,678.00	5,962.00	6,260.00	6,573.00
BI-WEEKLY	2,376.92	2,496.00	2,620.62	2,751.69	2,889.23	3,033.69
HOURLY	29.7115	31.2000	32.7577	34.3962	36.1154	37.9212

45 Street Sweeper Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,348.00	66,516.00	69,840.00	73,332.00	77,004.00	80,856.00
MONTHLY	5,279.00	5,543.00	5,820.00	6,111.00	6,417.00	6,738.00
BI-WEEKLY	2,436.46	2,558.31	2,686.15	2,820.46	2,961.69	3,109.85
HOURLY	30.4558	31.9788	33.5769	35.2558	37.0212	38.8731

46 Heavy Equipment Operator
46 Street Traffic Painter

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	64,932.00	68,184.00	71,592.00	75,168.00	78,924.00	82,872.00
MONTHLY	5,411.00	5,682.00	5,966.00	6,264.00	6,577.00	6,906.00
BI-WEEKLY	2,497.38	2,622.46	2,753.54	2,891.08	3,035.54	3,187.38
HOURLY	31.2173	32.7808	34.4192	36.1385	37.9442	39.8423

47 Equipment Mechanic
47 Graphics Technician
47 Maintenance Painter
47 Senior Building Maintenance Worker
47 Transit Mechanic
47 Transit Parts/Storeroom Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,552.00	69,876.00	73,368.00	77,040.00	80,892.00	84,936.00
MONTHLY	5,546.00	5,823.00	6,114.00	6,420.00	6,741.00	7,078.00
BI-WEEKLY	2,559.69	2,687.54	2,821.85	2,963.08	3,111.23	3,266.77
HOURLY	31.9962	33.5942	35.2731	37.0385	38.8904	40.8346

48 Custodian-Lead
48 Financial Services Technician
48 Human Resources Technician
48 Junior Accountant
48 Property and Evidence Technician

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,220.00	71,628.00	75,204.00	78,960.00	82,908.00	87,048.00
MONTHLY	5,685.00	5,969.00	6,267.00	6,580.00	6,909.00	7,254.00
BI-WEEKLY	2,623.85	2,754.92	2,892.46	3,036.92	3,188.77	3,348.00
HOURLY	32.7981	34.4365	36.1558	37.9615	39.8596	41.8500

49 Administrative Analyst I
49 Community Services Counselor
49 Program Coordinator
49 Recreation Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	69,924.00	73,416.00	77,088.00	80,940.00	84,984.00	89,232.00
MONTHLY	5,827.00	6,118.00	6,424.00	6,745.00	7,082.00	7,436.00
BI-WEEKLY	2,689.38	2,823.69	2,964.92	3,113.08	3,268.62	3,432.00
HOURLY	33.6173	35.2962	37.0615	38.9135	40.8577	42.9000

50 Case Management Supervisor/Instructor
50 Transit Dispatcher/Operations Assistant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	71,676.00	75,264.00	79,032.00	82,980.00	87,132.00	91,488.00
MONTHLY	5,973.00	6,272.00	6,586.00	6,915.00	7,261.00	7,624.00
BI-WEEKLY	2,756.77	2,894.77	3,039.69	3,191.54	3,351.23	3,518.77
HOURLY	34.4596	36.1846	37.9962	39.8942	41.8904	43.9846

51 Electrical/Signal Technician I
51 Emergency Preparedness Coordinator
51 Engineering Technician
51 Executive Assistant to Chief of Police
51 General Building Inspector
51 Information Technology Coordinator
51 Lead Equipment Mechanic
51 Lead Mechanic
51 Planning Assistant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,464.00	77,136.00	80,988.00	85,032.00	89,280.00	93,744.00
MONTHLY	6,122.00	6,428.00	6,749.00	7,086.00	7,440.00	7,812.00
BI-WEEKLY	2,825.54	2,966.77	3,114.92	3,270.46	3,433.85	3,605.54
HOURLY	35.3192	37.0846	38.9365	40.8808	42.9231	45.0692

52 Payroll Specialist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,300.00	79,068.00	83,016.00	87,168.00	91,524.00	96,096.00
MONTHLY	6,275.00	6,589.00	6,918.00	7,264.00	7,627.00	8,008.00
BI-WEEKLY	2,896.15	3,041.08	3,192.92	3,352.62	3,520.15	3,696.00
HOURLY	36.2019	38.0135	39.9115	41.9077	44.0019	46.2000

53 Code Enforcement Officer
53 FCC Education Coordinator
53 Park Maintenance Lead
53 Public Works Inspector
53 Public Works Lead
53 Transit Operations Training Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,184.00	81,048.00	85,104.00	89,364.00	93,828.00	98,520.00
MONTHLY	6,432.00	6,754.00	7,092.00	7,447.00	7,819.00	8,210.00
BI-WEEKLY	2,968.62	3,117.23	3,273.23	3,437.08	3,608.77	3,789.23
HOURLY	37.1077	38.9654	40.9154	42.9635	45.1096	47.3654

54 Administrative Analyst II
54 Building Maintenance Lead
54 Forensic Technician
54 Transit Marketing Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,128.00	83,088.00	87,240.00	91,608.00	96,192.00	101,004.00
MONTHLY	6,594.00	6,924.00	7,270.00	7,634.00	8,016.00	8,417.00
BI-WEEKLY	3,043.38	3,195.69	3,355.38	3,523.38	3,699.69	3,884.77
HOURLY	38.0423	39.9462	41.9423	44.0423	46.2462	48.5596

55 Crime Analyst
55 Electrical/Signal Technician II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,108.00	85,164.00	89,424.00	93,900.00	98,592.00	103,524.00
MONTHLY	6,759.00	7,097.00	7,452.00	7,825.00	8,216.00	8,627.00
BI-WEEKLY	3,119.54	3,275.54	3,439.38	3,611.54	3,792.00	3,981.69
HOURLY	38.9942	40.9442	42.9923	45.1442	47.4000	49.7712

56 Administrative Coordinator
56 Assistant Engineer
56 FCC Program Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,124.00	87,276.00	91,644.00	96,228.00	101,040.00	106,092.00
MONTHLY	6,927.00	7,273.00	7,637.00	8,019.00	8,420.00	8,841.00
BI-WEEKLY	3,197.08	3,356.77	3,524.77	3,701.08	3,886.15	4,080.46
HOURLY	39.9635	41.9596	44.0596	46.2635	48.5769	51.0058

57 Communications Liaison Officer
57 Senior Accountant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,212.00	89,472.00	93,948.00	98,640.00	103,572.00	108,756.00
MONTHLY	7,101.00	7,456.00	7,829.00	8,220.00	8,631.00	9,063.00
BI-WEEKLY	3,277.38	3,441.23	3,613.38	3,793.85	3,983.54	4,182.92
HOURLY	40.9673	43.0154	45.1673	47.4231	49.7942	52.2865

58 Associate Planner
58 Code Enforcement Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,348.00	91,716.00	96,300.00	101,112.00	106,164.00	111,468.00
MONTHLY	7,279.00	7,643.00	8,025.00	8,426.00	8,847.00	9,289.00
BI-WEEKLY	3,359.54	3,527.54	3,703.85	3,888.92	4,083.23	4,287.23
HOURLY	41.9942	44.0942	46.2981	48.6115	51.0404	53.5904

59 Administrative Support Services Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	89,532.00	94,008.00	98,712.00	103,644.00	108,828.00	114,264.00
MONTHLY	7,461.00	7,834.00	8,226.00	8,637.00	9,069.00	9,522.00
BI-WEEKLY	3,443.54	3,615.69	3,796.62	3,986.31	4,185.69	4,394.77
HOURLY	43.0442	45.1962	47.4577	49.8288	52.3212	54.9346

60

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	91,764.00	96,348.00	101,160.00	106,224.00	111,540.00	117,120.00
MONTHLY	7,647.00	8,029.00	8,430.00	8,852.00	9,295.00	9,760.00
BI-WEEKLY	3,529.38	3,705.69	3,890.77	4,085.54	4,290.00	4,504.62
HOURLY	44.1173	46.3212	48.6346	51.0692	53.6250	56.3077

61 Administrative Analyst III
61 Associate Engineer
61 Information Technology Systems Analyst - Transit
61 Transit Planning and Scheduling Analyst

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,056.00	98,760.00	103,704.00	108,888.00	114,336.00	120,048.00
MONTHLY	7,838.00	8,230.00	8,642.00	9,074.00	9,528.00	10,004.00
BI-WEEKLY	3,617.54	3,798.46	3,988.62	4,188.00	4,397.54	4,617.23
HOURLY	45.2192	47.4808	49.8577	52.3500	54.9692	57.7154

62 Information Technology Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	96,408.00	101,232.00	106,296.00	111,612.00	117,192.00	123,048.00
MONTHLY	8,034.00	8,436.00	8,858.00	9,301.00	9,766.00	10,254.00
BI-WEEKLY	3,708.00	3,893.54	4,088.31	4,292.77	4,507.38	4,732.62
HOURLY	46.3500	48.6692	51.1038	53.6596	56.3423	59.1577

63

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	98,820.00	103,764.00	108,948.00	114,396.00	120,120.00	126,132.00
MONTHLY	8,235.00	8,647.00	9,079.00	9,533.00	10,010.00	10,511.00
BI-WEEKLY	3,800.77	3,990.92	4,190.31	4,399.85	4,620.00	4,851.23
HOURLY	47.5096	49.8865	52.3788	54.9981	57.7500	60.6404

64

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	101,292.00	106,356.00	111,672.00	117,252.00	123,120.00	129,276.00
MONTHLY	8,441.00	8,863.00	9,306.00	9,771.00	10,260.00	10,773.00
BI-WEEKLY	3,895.85	4,090.62	4,295.08	4,509.69	4,735.38	4,972.15
HOURLY	48.6981	51.1327	53.6885	56.3712	59.1923	62.1519

65

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	103,824.00	109,020.00	114,468.00	120,192.00	126,204.00	132,516.00
MONTHLY	8,652.00	9,085.00	9,539.00	10,016.00	10,517.00	11,043.00
BI-WEEKLY	3,993.23	4,193.08	4,402.62	4,622.77	4,854.00	5,096.77
HOURLY	49.9154	52.4135	55.0327	57.7846	60.6750	63.7096

66 Civil Engineer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	106,416.00	111,732.00	117,324.00	123,192.00	129,348.00	135,816.00
MONTHLY	8,868.00	9,311.00	9,777.00	10,266.00	10,779.00	11,318.00
BI-WEEKLY	4,092.92	4,297.38	4,512.46	4,738.15	4,974.92	5,223.69
HOURLY	51.1615	53.7173	56.4058	59.2269	62.1865	65.2962

67

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	109,080.00	114,540.00	120,264.00	126,276.00	132,588.00	139,212.00
MONTHLY	9,090.00	9,545.00	10,022.00	10,523.00	11,049.00	11,601.00
BI-WEEKLY	4,195.38	4,405.38	4,625.54	4,856.77	5,099.54	5,354.31
HOURLY	52.4423	55.0673	57.8192	60.7096	63.7442	66.9288

90 Bus Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,424.00	62,400.00	65,520.00	68,796.00	72,240.00	75,852.00
MONTHLY	4,952.00	5,200.00	5,460.00	5,733.00	6,020.00	6,321.00
BI-WEEKLY	2,285.54	2400.00	2520.00	2,646.00	2,778.46	2,917.38
HOURLY	28.5692	30.0000	31.5000	33.0750	34.7308	36.4673
Specialty - 5%	247.60	260.00	273.00	286.65	301.00	316.05

104

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,600.00	66,780.00	70,116.00	73,620.00	77,304.00	81,168.00
MONTHLY	5,300.00	5,565.00	5,843.00	6,135.00	6,442.00	6,764.00
BI-WEEKLY	2,446.15	2,568.46	2,696.77	2,831.54	2,973.23	3,121.85
HOURLY	30.5769	32.1058	33.7096	35.3942	37.1654	39.0231
Lgy Bonus 20	132.50	139.13	146.08	153.38	161.05	169.10
Lgy Bonus 25	265.00	278.25	292.15	306.75	322.10	338.20
Lgy Bonus 30	397.50	417.38	438.23	460.13	483.15	507.30

105

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,184.00	68,448.00	71,868.00	75,456.00	79,224.00	83,184.00
MONTHLY	5,432.00	5,704.00	5,989.00	6,288.00	6,602.00	6,932.00
BI-WEEKLY	2,507.08	2632.62	2764.15	2902.15	3047.08	3199.38
HOURLY	31.3385	32.9077	34.5519	36.2769	38.0885	39.9923
Lgy Bonus 20	135.80	142.60	149.73	157.20	165.05	173.30
Lgy Bonus 25	271.60	285.20	299.45	314.40	330.10	346.60
Lgy Bonus 30	407.40	427.80	449.18	471.60	495.15	519.90

106

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,816.00	70,152.00	73,656.00	77,340.00	81,204.00	85,260.00
MONTHLY	5,568.00	5,846.00	6,138.00	6,445.00	6,767.00	7,105.00
BI-WEEKLY	2,569.85	2,698.15	2,832.92	2,974.62	3,123.23	3,279.23
HOURLY	32.1231	33.7269	35.4115	37.1827	39.0404	40.9904
Lgy Bonus 20	139.20	146.15	153.45	161.13	169.18	177.63
Lgy Bonus 25	278.40	292.30	306.90	322.25	338.35	355.25
Lgy Bonus 30	417.60	438.45	460.35	483.38	507.53	532.88

107

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,496.00	71,916.00	75,516.00	79,296.00	83,256.00	87,420.00
MONTHLY	5,708.00	5,993.00	6,293.00	6,608.00	6,938.00	7,285.00
BI-WEEKLY	2,634.46	2,766.00	2,904.46	3,049.85	3,202.15	3,362.31
HOURLY	32.9308	34.5750	36.3058	38.1231	40.0269	42.0288
Lgy Bonus 20	142.70	149.83	157.33	165.20	173.45	182.13
Lgy Bonus 25	285.40	299.65	314.65	330.40	346.90	364.25
Lgy Bonus 30	428.10	449.48	471.98	495.60	520.35	546.38

108 Economic Development Analyst

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,200.00	73,716.00	77,400.00	81,276.00	85,344.00	89,616.00
MONTHLY	5,850.00	6,143.00	6,450.00	6,773.00	7,112.00	7,468.00
BI-WEEKLY	2,700.00	2,835.23	2,976.92	3,126.00	3,282.46	3,446.77
HOURLY	33.7500	35.4404	37.2115	39.0750	41.0308	43.0846
Lgy Bonus 20	146.25	153.58	161.25	169.33	177.80	186.70
Lgy Bonus 25	292.50	307.15	322.50	338.65	355.60	373.40
Lgy Bonus 30	438.75	460.73	483.75	507.98	533.40	560.10

109

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	71,964.00	75,564.00	79,344.00	83,316.00	87,480.00	91,860.00
MONTHLY	5,997.00	6,297.00	6,612.00	6,943.00	7,290.00	7,655.00
BI-WEEKLY	2,767.85	2,906.31	3,051.69	3,204.46	3,364.62	3,533.08
HOURLY	34.5981	36.3288	38.1462	40.0558	42.0577	44.1635
Lgy Bonus 20	149.93	157.43	165.30	173.58	182.25	191.38
Lgy Bonus 25	299.85	314.85	330.60	347.15	364.50	382.75
Lgy Bonus 30	449.78	472.28	495.90	520.73	546.75	574.13

110

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,752.00	77,436.00	81,312.00	85,380.00	89,652.00	94,140.00
MONTHLY	6,146.00	6,453.00	6,776.00	7,115.00	7,471.00	7,845.00
BI-WEEKLY	2,836.62	2,978.31	3,127.38	3,283.85	3,448.15	3,620.77
HOURLY	35.4577	37.2288	39.0923	41.0481	43.1019	45.2596
Lgy Bonus 20	153.65	161.33	169.40	177.88	186.78	196.13
Lgy Bonus 25	307.30	322.65	338.80	355.75	373.55	392.25
Lgy Bonus 30	460.95	483.98	508.20	533.63	560.33	588.38

111

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,600.00	79,380.00	83,352.00	87,516.00	91,896.00	96,492.00
MONTHLY	6,300.00	6,615.00	6,946.00	7,293.00	7,658.00	8,041.00
BI-WEEKLY	2,907.69	3,053.08	3,205.85	3,366.00	3,534.46	3,711.23
HOURLY	36.3462	38.1635	40.0731	42.0750	44.1808	46.3904
Lgy Bonus 20	157.50	165.38	173.65	182.33	191.45	201.03
Lgy Bonus 25	315.00	330.75	347.30	364.65	382.90	402.05
Lgy Bonus 30	472.50	496.13	520.95	546.98	574.35	603.08

112

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,508.00	81,384.00	85,452.00	89,724.00	94,212.00	98,928.00
MONTHLY	6,459.00	6,782.00	7,121.00	7,477.00	7,851.00	8,244.00
BI-WEEKLY	2,981.08	3,130.15	3,286.62	3,450.92	3,623.54	3,804.92
HOURLY	37.2635	39.1269	41.0827	43.1365	45.2942	47.5615
Lgy Bonus 20	161.48	169.55	178.03	186.93	196.28	206.10
Lgy Bonus 25	322.95	339.10	356.05	373.85	392.55	412.20
Lgy Bonus 30	484.43	508.65	534.08	560.78	588.83	618.30

113

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,452.00	83,424.00	87,600.00	91,980.00	96,576.00	101,400.00
MONTHLY	6,621.00	6,952.00	7,300.00	7,665.00	8,048.00	8,450.00
BI-WEEKLY	3,055.85	3,208.62	3,369.23	3,537.69	3,714.46	3,900.00
HOURLY	38.1981	40.1077	42.1154	44.2212	46.4308	48.7500
Lgy Bonus 20	165.53	173.80	182.50	191.63	201.20	211.25
Lgy Bonus 25	331.05	347.60	365.00	383.25	402.40	422.50
Lgy Bonus 30	496.58	521.40	547.50	574.88	603.60	633.75

114

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,432.00	85,500.00	89,772.00	94,260.00	98,976.00	103,920.00
MONTHLY	6,786.00	7,125.00	7,481.00	7,855.00	8,248.00	8,660.00
BI-WEEKLY	3,132.00	3,288.46	3,452.77	3,625.38	3,806.77	3,996.92
HOURLY	39.1500	41.1058	43.1596	45.3173	47.5846	49.9615
Lgy Bonus 20	169.65	178.13	187.03	196.38	206.20	216.50
Lgy Bonus 25	339.30	356.25	374.05	392.75	412.40	433.00
Lgy Bonus 30	508.95	534.38	561.08	589.13	618.60	649.50

115 Deputy City Clerk/Records Management Officer
115 Deputy City Treasurer
115 Human Resources Analyst
115 Risk Management Analyst

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,472.00	87,648.00	92,028.00	96,624.00	101,460.00	106,536.00
MONTHLY	6,956.00	7,304.00	7,669.00	8,052.00	8,455.00	8,878.00
BI-WEEKLY	3,210.46	3,371.08	3,539.54	3,716.31	3,902.31	4,097.54
HOURLY	40.1308	42.1385	44.2442	46.4538	48.7788	51.2192
Lgy Bonus 20	173.90	182.60	191.73	201.30	211.38	221.95
Lgy Bonus 25	347.80	365.20	383.45	402.60	422.75	443.90
Lgy Bonus 30	521.70	547.80	575.18	603.90	634.13	665.85

116

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,548.00	89,820.00	94,308.00	99,024.00	103,980.00	109,176.00
MONTHLY	7,129.00	7,485.00	7,859.00	8,252.00	8,665.00	9,098.00
BI-WEEKLY	3,290.31	3,454.62	3,627.23	3,808.62	3,999.23	4,199.08
HOURLY	41.1288	43.1827	45.3404	47.6077	49.9904	52.4885
Lgy Bonus 20	178.23	187.13	196.48	206.30	216.63	227.45
Lgy Bonus 25	356.45	374.25	392.95	412.60	433.25	454.90
Lgy Bonus 30	534.68	561.38	589.43	618.90	649.88	682.35

117 Transportation Operations Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,684.00	92,064.00	96,672.00	101,508.00	106,584.00	111,912.00
MONTHLY	7,307.00	7,672.00	8,056.00	8,459.00	8,882.00	9,326.00
BI-WEEKLY	3,372.46	3,540.92	3,718.15	3,904.15	4,099.38	4,304.31
HOURLY	42.1558	44.2615	46.4769	48.8019	51.2423	53.8038
Lgy Bonus 20	182.68	191.80	201.40	211.48	222.05	233.15
Lgy Bonus 25	365.35	383.60	402.80	422.95	444.10	466.30
Lgy Bonus 30	548.03	575.40	604.20	634.43	666.15	699.45

118 Administrative Management Analyst I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	89,880.00	94,380.00	99,096.00	104,052.00	109,260.00	114,720.00
MONTHLY	7,490.00	7,865.00	8,258.00	8,671.00	9,105.00	9,560.00
BI-WEEKLY	3,456.92	3,630.00	3,811.38	4,002.00	4,202.31	4,412.31
HOURLY	43.2115	45.3750	47.6423	50.0250	52.5288	55.1538
Lgy Bonus 20	187.25	196.63	206.45	216.78	227.63	239.00
Lgy Bonus 25	374.50	393.25	412.90	433.55	455.25	478.00
Lgy Bonus 30	561.75	589.88	619.35	650.33	682.88	717.00

119 Accountant/Cost Accountant
119 Fleet Maintenance Supervisor
119 Transit Administrative Supervisor
119 Transit Training and Safety Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	92,124.00	96,732.00	101,568.00	106,644.00	111,972.00	117,576.00
MONTHLY	7,677.00	8,061.00	8,464.00	8,887.00	9,331.00	9,798.00
BI-WEEKLY	3,543.23	3,720.46	3,906.46	4,101.69	4,306.62	4,522.15
HOURLY	44.2904	46.5058	48.8308	51.2712	53.8327	56.5269
Lgy Bonus 20	191.93	201.53	211.60	222.18	233.28	244.95
Lgy Bonus 25	383.85	403.05	423.20	444.35	466.55	489.90
Lgy Bonus 30	575.78	604.58	634.80	666.53	699.83	734.85

120 Administrative Management Analyst II
120 Executive Office Assistant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,440.00	99,168.00	104,124.00	109,332.00	114,804.00	120,540.00
MONTHLY	7,870.00	8,264.00	8,677.00	9,111.00	9,567.00	10,045.00
BI-WEEKLY	3,632.31	3,814.15	4,004.77	4,205.08	4,415.54	4,636.15
HOURLY	45.4038	47.6769	50.0596	52.5635	55.1942	57.9519
Lgy Bonus 20	196.75	206.60	216.93	227.78	239.18	251.13
Lgy Bonus 25	393.50	413.20	433.85	455.55	478.35	502.25
Lgy Bonus 30	590.25	619.80	650.78	683.33	717.53	753.38

121

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	96,792.00	101,628.00	106,704.00	112,044.00	117,648.00	123,528.00
MONTHLY	8,066.00	8,469.00	8,892.00	9,337.00	9,804.00	10,294.00
BI-WEEKLY	3,722.77	3,908.77	4,104.00	4,309.38	4,524.92	4,751.08
HOURLY	46.5346	48.8596	51.3000	53.8673	56.5615	59.3885
Lgy Bonus 20	201.65	211.73	222.30	233.43	245.10	257.35
Lgy Bonus 25	403.30	423.45	444.60	466.85	490.20	514.70
Lgy Bonus 30	604.95	635.18	666.90	700.28	735.30	772.05

122 Facilities Maintenance Supervisor
122 Senior Human Resources Analyst
122 Senior Planner

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	99,216.00	104,172.00	109,380.00	114,852.00	120,600.00	126,636.00
MONTHLY	8,268.00	8,681.00	9,115.00	9,571.00	10,050.00	10,553.00
BI-WEEKLY	3,816.00	4,006.62	4,206.92	4,417.38	4,638.46	4,870.62
HOURLY	47.7000	50.0827	52.5865	55.2173	57.9808	60.8827
Lgy Bonus 20	206.70	217.03	227.88	239.28	251.25	263.83
Lgy Bonus 25	413.40	434.05	455.75	478.55	502.50	527.65
Lgy Bonus 30	620.10	651.08	683.63	717.83	753.75	791.48

123

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	101,700.00	106,788.00	112,128.00	117,732.00	123,624.00	129,804.00
MONTHLY	8,475.00	8,899.00	9,344.00	9,811.00	10,302.00	10,817.00
BI-WEEKLY	3,911.54	4,107.23	4,312.62	4,528.15	4,754.77	4,992.46
HOURLY	48.8942	51.3404	53.9077	56.6019	59.4346	62.4058
Lgy Bonus 20	211.88	222.48	233.60	245.28	257.55	270.43
Lgy Bonus 25	423.75	444.95	467.20	490.55	515.10	540.85
Lgy Bonus 30	635.63	667.43	700.80	735.83	772.65	811.28

124 Assistant Transit Operations Manager
124 Senior Administrative Analyst
124 Transit Training and Safety Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	104,244.00	109,452.00	114,924.00	120,672.00	126,708.00	133,044.00
MONTHLY	8,687.00	9,121.00	9,577.00	10,056.00	10,559.00	11,087.00
BI-WEEKLY	4,009.38	4,209.69	4,420.15	4,641.23	4,873.38	5,117.08
HOURLY	50.1173	52.6212	55.2519	58.0154	60.9173	63.9635
Lgy Bonus 20	217.18	228.03	239.43	251.40	263.98	277.18
Lgy Bonus 25	434.35	456.05	478.85	502.80	527.95	554.35
Lgy Bonus 30	651.53	684.08	718.28	754.20	791.93	831.53

125 Public Information Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	106,848.00	112,188.00	117,792.00	123,684.00	129,864.00	136,356.00
MONTHLY	8,904.00	9,349.00	9,816.00	10,307.00	10,822.00	11,363.00
BI-WEEKLY	4,109.54	4,314.92	4,530.46	4,757.08	4,994.77	5,244.46
HOURLY	51.3692	53.9365	56.6308	59.4635	62.4346	65.5558
Lgy Bonus 20	222.60	233.73	245.40	257.68	270.55	284.08
Lgy Bonus 25	445.20	467.45	490.80	515.35	541.10	568.15
Lgy Bonus 30	667.80	701.18	736.20	773.03	811.65	852.23

126 Administrative Services Manager
126 Community Development Manager
126 Economic Development Manager
126 Family Child Care Manager
126 Recreation & Human Services Manager
126 Transportation Administrative Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	109,524.00	114,996.00	120,744.00	126,780.00	133,116.00	139,776.00
MONTHLY	9,127.00	9,583.00	10,062.00	10,565.00	11,093.00	11,648.00
BI-WEEKLY	4,212.46	4,422.92	4,644.00	4,876.15	5,119.85	5,376.00
HOURLY	52.6558	55.2865	58.0500	60.9519	63.9981	67.2000
Lgy Bonus 20	228.18	239.58	251.55	264.13	277.33	291.20
Lgy Bonus 25	456.35	479.15	503.10	528.25	554.65	582.40
Lgy Bonus 30	684.53	718.73	754.65	792.38	831.98	873.60

127

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,260.00	117,876.00	123,768.00	129,960.00	136,464.00	143,292.00
MONTHLY	9,355.00	9,823.00	10,314.00	10,830.00	11,372.00	11,941.00
BI-WEEKLY	4,317.69	4,533.69	4,760.31	4,998.46	5,248.62	5,511.23
HOURLY	53.9712	56.6712	59.5038	62.4808	65.6077	68.8904
Lgy Bonus 20	233.88	245.58	257.85	270.75	284.30	298.53
Lgy Bonus 25	467.75	491.15	515.70	541.50	568.60	597.05
Lgy Bonus 30	701.63	736.73	773.55	812.25	852.90	895.58

128 Equipment Maintenance Superintendent
128 Finance and Administrative Services Manager
128 Financial Services Manager
128 Transit Maintenance Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	115,068.00	120,816.00	126,852.00	133,200.00	139,860.00	146,856.00
MONTHLY	9,589.00	10,068.00	10,571.00	11,100.00	11,655.00	12,238.00
BI-WEEKLY	4,425.69	4,646.77	4,878.92	5,123.08	5,379.23	5,648.31
HOURLY	55.3212	58.0846	60.9865	64.0385	67.2404	70.6038
Lgy Bonus 20	239.73	251.70	264.28	277.50	291.38	305.95
Lgy Bonus 25	479.45	503.40	528.55	555.00	582.75	611.90
Lgy Bonus 30	719.18	755.10	792.83	832.50	874.13	917.85

129

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	117,948.00	123,840.00	130,032.00	136,536.00	143,364.00	150,528.00
MONTHLY	9,829.00	10,320.00	10,836.00	11,378.00	11,947.00	12,544.00
BI-WEEKLY	4,536.46	4,763.08	5,001.23	5,251.38	5,514.00	5,789.54
HOURLY	56.7058	59.5385	62.5154	65.6423	68.9250	72.3692
Lgy Bonus 20	245.73	258.00	270.90	284.45	298.68	313.60
Lgy Bonus 25	491.45	516.00	541.80	568.90	597.35	627.20
Lgy Bonus 30	737.18	774.00	812.70	853.35	896.03	940.80

130 Accounting/Finance Manager
130 Information Technology Manager
130 Park Maintenance Superintendent
130 Recreation Program Administrator
130 Revenue and Purchasing Manager
130 Street Maintenance Superintendent

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	120,888.00	126,936.00	133,284.00	139,944.00	146,940.00	154,284.00
MONTHLY	10,074.00	10,578.00	11,107.00	11,662.00	12,245.00	12,857.00
BI-WEEKLY	4,649.54	4,882.15	5,126.31	5,382.46	5,651.54	5,934.00
HOURLY	58.1192	61.0269	64.0788	67.2808	70.6442	74.1750
Lgy Bonus 20	251.85	264.45	277.68	291.55	306.13	321.43
Lgy Bonus 25	503.70	528.90	555.35	583.10	612.25	642.85
Lgy Bonus 30	755.55	793.35	833.03	874.65	918.38	964.28

131 Plan Check Engineer
131 Transit Operations Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	123,912.00	130,104.00	136,608.00	143,436.00	150,612.00	158,148.00
MONTHLY	10,326.00	10,842.00	11,384.00	11,953.00	12,551.00	13,179.00
BI-WEEKLY	4,765.85	5,004.00	5,254.15	5,516.77	5,792.77	6,082.62
HOURLY	59.5731	62.5500	65.6769	68.9596	72.4096	76.0327
Lgy Bonus 20	258.15	271.05	284.60	298.83	313.78	329.48
Lgy Bonus 25	516.30	542.10	569.20	597.65	627.55	658.95
Lgy Bonus 30	774.45	813.15	853.80	896.48	941.33	988.43

132 FCC Therapist/Trainer II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	127,008.00	133,356.00	140,028.00	147,024.00	154,380.00	162,096.00
MONTHLY	10,584.00	11,113.00	11,669.00	12,252.00	12,865.00	13,508.00
BI-WEEKLY	4,884.92	5,129.08	5,385.69	5,654.77	5,937.69	6,234.46
HOURLY	61.0615	64.1135	67.3212	70.6846	74.2212	77.9308
Lgy Bonus 20	264.60	277.83	291.73	306.30	321.63	337.70
Lgy Bonus 25	529.20	555.65	583.45	612.60	643.25	675.40
Lgy Bonus 30	793.80	833.48	875.18	918.90	964.88	1013.10

133 Human Resources Manager
133 Public Works Superintendent

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	130,176.00	136,680.00	143,520.00	150,696.00	158,232.00	166,140.00
MONTHLY	10,848.00	11,390.00	11,960.00	12,558.00	13,186.00	13,845.00
BI-WEEKLY	5,006.77	5,256.92	5,520.00	5,796.00	6,085.85	6,390.00
HOURLY	62.5846	65.7115	69.0000	72.4500	76.0731	79.8750
Lgy Bonus 20	271.20	284.75	299.00	313.95	329.65	346.13
Lgy Bonus 25	542.40	569.50	598.00	627.90	659.30	692.25
Lgy Bonus 30	813.60	854.25	897.00	941.85	988.95	1038.38

134 Assistant to the City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	133,440.00	140,112.00	147,120.00	154,476.00	162,204.00	170,316.00
MONTHLY	11,120.00	11,676.00	12,260.00	12,873.00	13,517.00	14,193.00
BI-WEEKLY	5,132.31	5,388.92	5,658.46	5,941.38	6,238.62	6,550.62
HOURLY	64.1538	67.3615	70.7308	74.2673	77.9827	81.8827
Lgy Bonus 20	278.00	291.90	306.50	321.83	337.93	354.83
Lgy Bonus 25	556.00	583.80	613.00	643.65	675.85	709.65
Lgy Bonus 30	834.00	875.70	919.50	965.48	1013.78	1064.48

135

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	136,764.00	143,604.00	150,780.00	158,316.00	166,236.00	174,552.00
MONTHLY	11,397.00	11,967.00	12,565.00	13,193.00	13,853.00	14,546.00
BI-WEEKLY	5,260.15	5,523.23	5,799.23	6,089.08	6,393.69	6,713.54
HOURLY	65.7519	69.0404	72.4904	76.1135	79.9212	83.9192
Lgy Bonus 20	284.93	299.18	314.13	329.83	346.33	363.65
Lgy Bonus 25	569.85	598.35	628.25	659.65	692.65	727.30
Lgy Bonus 30	854.78	897.53	942.38	989.48	1038.98	1090.95

136

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	140,184.00	147,192.00	154,548.00	162,276.00	170,388.00	178,908.00
MONTHLY	11,682.00	12,266.00	12,879.00	13,523.00	14,199.00	14,909.00
BI-WEEKLY	5,391.69	5,661.23	5,944.15	6,241.38	6,553.38	6,881.08
HOURLY	67.3962	70.7654	74.3019	78.0173	81.9173	86.0135
Lgy Bonus 20	292.05	306.65	321.98	338.08	354.98	372.73
Lgy Bonus 25	584.10	613.30	643.95	676.15	709.95	745.45
Lgy Bonus 30	876.15	919.95	965.93	1014.23	1064.93	1118.18

137

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	143,700.00	150,888.00	158,436.00	166,356.00	174,672.00	183,408.00
MONTHLY	11,975.00	12,574.00	13,203.00	13,863.00	14,556.00	15,284.00
BI-WEEKLY	5,526.92	5,803.38	6,093.69	6,398.31	6,718.15	7,054.15
HOURLY	69.0865	72.5423	76.1712	79.9788	83.9769	88.1769
Lgy Bonus 20	299.38	314.35	330.08	346.58	363.90	382.10
Lgy Bonus 25	598.75	628.70	660.15	693.15	727.80	764.20
Lgy Bonus 30	898.13	943.05	990.23	1039.73	1091.70	1146.30

138 Chief Fiscal Officer
138 Principal Civil Engineer
138 Transit Administrative Officer
138 Transit Operations Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	147,288.00	154,656.00	162,384.00	170,508.00	179,028.00	187,980.00
MONTHLY	12,274.00	12,888.00	13,532.00	14,209.00	14,919.00	15,665.00
BI-WEEKLY	5,664.92	5,948.31	6,245.54	6,558.00	6,885.69	7,230.00
HOURLY	70.8115	74.3538	78.0692	81.9750	86.0712	90.3750
Lgy Bonus 20	306.85	322.20	338.30	355.23	372.98	391.63
Lgy Bonus 25	613.70	644.40	676.60	710.45	745.95	783.25
Lgy Bonus 30	920.55	966.60	1014.90	1065.68	1118.93	1174.88

139

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	150,972.00	158,520.00	166,452.00	174,780.00	183,516.00	192,696.00
MONTHLY	12,581.00	13,210.00	13,871.00	14,565.00	15,293.00	16,058.00
BI-WEEKLY	5,806.62	6,096.92	6,402.00	6,722.31	7,058.31	7,411.38
HOURLY	72.5827	76.2115	80.0250	84.0288	88.2288	92.6423
Lgy Bonus 20	314.53	330.25	346.78	364.13	382.33	401.45
Lgy Bonus 25	629.05	660.50	693.55	728.25	764.65	802.90
Lgy Bonus 30	943.58	990.75	1040.33	1092.38	1146.98	1204.35

140

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	154,740.00	162,480.00	170,604.00	179,136.00	188,088.00	197,496.00
MONTHLY	12,895.00	13,540.00	14,217.00	14,928.00	15,674.00	16,458.00
BI-WEEKLY	5,951.54	6,249.23	6,561.69	6,889.85	7,234.15	7,596.00
HOURLY	74.3942	78.1154	82.0212	86.1231	90.4269	94.9500
Lgy Bonus 20	322.38	338.50	355.43	373.20	391.85	411.45
Lgy Bonus 25	644.75	677.00	710.85	746.40	783.70	822.90
Lgy Bonus 30	967.13	1015.50	1066.28	1119.60	1175.55	1234.35

141 Assistant Director of Community Development
141 Assistant Director of Transportation
141 Assistant Public Works Director/City Engineer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	158,604.00	166,536.00	174,864.00	183,612.00	192,792.00	202,428.00
MONTHLY	13,217.00	13,878.00	14,572.00	15,301.00	16,066.00	16,869.00
BI-WEEKLY	6,100.15	6,405.23	6,725.54	7,062.00	7,415.08	7,785.69
HOURLY	76.2519	80.0654	84.0692	88.2750	92.6885	97.3212
Lgy Bonus 20	330.43	346.95	364.30	382.53	401.65	421.73
Lgy Bonus 25	660.85	693.90	728.60	765.05	803.30	843.45
Lgy Bonus 30	991.28	1040.85	1092.90	1147.58	1204.95	1265.18

142

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,576.00	170,700.00	179,232.00	188,196.00	197,604.00	207,480.00
MONTHLY	13,548.00	14,225.00	14,936.00	15,683.00	16,467.00	17,290.00
BI-WEEKLY	6,252.92	6,565.38	6,893.54	7,238.31	7,600.15	7,980.00
HOURLY	78.1615	82.0673	86.1692	90.4788	95.0019	99.7500
Lgy Bonus 20	338.70	355.63	373.40	392.08	411.68	432.25
Lgy Bonus 25	677.40	711.25	746.80	784.15	823.35	864.50
Lgy Bonus 30	1016.10	1066.88	1120.20	1176.23	1235.03	1296.75

143

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	166,644.00	174,972.00	183,720.00	192,912.00	202,560.00	212,688.00
MONTHLY	13,887.00	14,581.00	15,310.00	16,076.00	16,880.00	17,724.00
BI-WEEKLY	6,409.38	6,729.69	7,066.15	7,419.69	7,790.77	8,180.31
HOURLY	80.1173	84.1212	88.3269	92.7462	97.3846	102.2538
Lgy Bonus 20	347.18	364.53	382.75	401.90	422.00	443.10
Lgy Bonus 25	694.35	729.05	765.50	803.80	844.00	886.20
Lgy Bonus 30	1041.53	1093.58	1148.25	1205.70	1266.00	1329.30

144

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	170,808.00	179,352.00	188,316.00	197,736.00	207,624.00	218,004.00
MONTHLY	14,234.00	14,946.00	15,693.00	16,478.00	17,302.00	18,167.00
BI-WEEKLY	6,569.54	6,898.15	7,242.92	7,605.23	7,985.54	8,384.77
HOURLY	82.1192	86.2269	90.5365	95.0654	99.8192	104.8096
Lgy Bonus 20	355.85	373.65	392.33	411.95	432.55	454.18
Lgy Bonus 25	711.70	747.30	784.65	823.90	865.10	908.35
Lgy Bonus 30	1067.55	1120.95	1176.98	1235.85	1297.65	1362.53

145

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	175,080.00	183,840.00	193,032.00	202,680.00	212,820.00	223,464.00
MONTHLY	14,590.00	15,320.00	16,086.00	16,890.00	17,735.00	18,622.00
BI-WEEKLY	6,733.85	7,070.77	7,424.31	7,795.38	8,185.38	8,594.77
HOURLY	84.1731	88.3846	92.8038	97.4423	102.3173	107.4346
Lgy Bonus 20	364.75	383.00	402.15	422.25	443.38	465.55
Lgy Bonus 25	729.50	766.00	804.30	844.50	886.75	931.10

Lgy Bonus 30	1094.25	1149.00	1206.45	1266.75	1330.13	1396.65

146

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	179,460.00	188,436.00	197,856.00	207,744.00	218,136.00	229,044.00
MONTHLY	14,955.00	15,703.00	16,488.00	17,312.00	18,178.00	19,087.00
BI-WEEKLY	6,902.31	7,247.54	7,609.85	7,990.15	8,389.85	8,809.38
HOURLY	86.2788	90.5942	95.1231	99.8769	104.8731	110.1173
Lgy Bonus 20	373.88	392.58	412.20	432.80	454.45	477.18
Lgy Bonus 25	747.75	785.15	824.40	865.60	908.90	954.35
Lgy Bonus 30	1121.63	1177.73	1236.60	1298.40	1363.35	1431.53

147

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	183,960.00	193,164.00	202,824.00	212,964.00	223,608.00	234,792.00
MONTHLY	15,330.00	16,097.00	16,902.00	17,747.00	18,634.00	19,566.00
BI-WEEKLY	7,075.38	7,429.38	7,800.92	8,190.92	8,600.31	9,030.46
HOURLY	88.4423	92.8673	97.5115	102.3865	107.5038	112.8808
Lgy Bonus 20	383.25	402.43	422.55	443.68	465.85	489.15
Lgy Bonus 25	766.50	804.85	845.10	887.35	931.70	978.30
Lgy Bonus 30	1149.75	1207.28	1267.65	1331.03	1397.55	1467.45

148

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	188,556.00	197,988.00	207,888.00	218,280.00	229,200.00	240,660.00
MONTHLY	15,713.00	16,499.00	17,324.00	18,190.00	19,100.00	20,055.00
BI-WEEKLY	7,252.15	7,614.92	7,995.69	8,395.38	8,815.38	9,256.15
HOURLY	90.6519	95.1865	99.9462	104.9423	110.1923	115.7019
Lgy Bonus 20	392.83	412.48	433.10	454.75	477.50	501.38
Lgy Bonus 25	785.65	824.95	866.20	909.50	955.00	1002.75
Lgy Bonus 30	1178.48	1237.43	1299.30	1364.25	1432.50	1504.13

149

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	193,272.00	202,932.00	213,084.00	223,740.00	234,924.00	246,672.00
MONTHLY	16,106.00	16,911.00	17,757.00	18,645.00	19,577.00	20,556.00
BI-WEEKLY	7,433.54	7,805.08	8,195.54	8,605.38	9,035.54	9,487.38
HOURLY	92.9192	97.5635	102.4442	107.5673	112.9442	118.5923
Lgy Bonus 20	402.65	422.78	443.93	466.13	489.43	513.90
Lgy Bonus 25	805.30	845.55	887.85	932.25	978.85	1027.80
Lgy Bonus 30	1207.95	1268.33	1331.78	1398.38	1468.28	1541.70

150 Joint Powers Authority Accountant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	156,000.00					
MONTHLY	13,000.00					
BI-WEEKLY	6,000.00					
HOURLY	75.0000					

200 Police Trainee

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,124.00	-	-	-	-	-
MONTHLY	6,927.00	-	-	-	-	-
BI-WEEKLY	3,197.08	-	-	-	-	-
HOURLY	39.9635	-	-	-	-	-

201 Police Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	97,788.00	102,660.00	107,808.00	113,184.00	118,860.00	124,800.00
MONTHLY	8,149.00	8,555.00	8,984.00	9,432.00	9,905.00	10,400.00
BI-WEEKLY	3,761.08	3,948.46	4,146.46	4,353.23	4,571.54	4,800.00
HOURLY	47.0135	49.3558	51.8308	54.4154	57.1442	60.0000
EDUCATIONAL INCENTIVE BONUS						
AA	1,303.96	1,303.96	1,303.96	1,303.96	1,303.96	1,303.96
BA	1,819.96	1,819.96	1,819.96	1,819.96	1,819.96	1,819.96
SPECIALIST	664.75	664.75	664.75	664.75	664.75	664.75
Lgy Bonus 7	365.00	365.00	365.00	365.00	365.00	365.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	927.45	947.75	969.20	991.60	1,015.25	1,040.00
Lgy Bonus 26	1,334.90	1,375.50	1,418.40	1,463.20	1,510.50	1,560.00

203 Police Sergeant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	126,528.00	132,864.00	139,488.00	146,472.00	153,804.00	161,496.00
MONTHLY	10,544.00	11,072.00	11,624.00	12,206.00	12,817.00	13,458.00
BI-WEEKLY	4,866.46	5,110.15	5,364.92	5,633.54	5,915.54	6,211.38
HOURLY	60.8308	63.8769	67.0615	70.4192	73.9442	77.6423
EDUCATIONAL INCENTIVE BONUS						
AA	1,612.53	1,612.53	1,612.53	1,612.53	1,612.53	1,612.53
BA	2,230.53	2,230.53	2,230.53	2,230.53	2,230.53	2,230.53
SPECIAL DUTY PAY	420.00	420.00	420.00	420.00	420.00	420.00
Lgy Bonus 7	326.00	326.00	326.00	326.00	326.00	326.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	1,047.20	1,073.60	1,101.20	1,130.30	1,160.85	1,192.90
Lgy Bonus 26	1,574.40	1,627.20	1,682.40	1,740.60	1,801.70	1,865.80

227 Police Lieutenant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,720.00	170,856.00	179,400.00	188,376.00	197,796.00	207,684.00
MONTHLY	13,560.00	14,238.00	14,950.00	15,698.00	16,483.00	17,307.00
BI-WEEKLY	6,258.46	6,571.38	6,900.00	7,245.23	7,607.54	7,987.85
HOURLY	78.2308	82.1423	86.2500	90.5654	95.0942	99.8481
CA POST Supervisory/Adv.	1,766.44	1,837.84	1,912.84	1,991.56	2,074.24	2,161.00
CA POST Mgmt. Cert.	678.00	711.90	747.50	784.90	824.15	865.35
Lgy Bonus 20	678.00	711.90	747.50	784.90	824.15	865.35
Lgy Bonus 26	1,356.00	1,423.80	1,495.00	1,569.80	1,648.30	1,730.70
Mgmt Incentive Pay	1,288.20	1,352.61	1,420.25	1,491.31	1,565.89	1,644.17

231 Police Captain

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	193,476.00	203,148.00	213,300.00	223,968.00	235,164.00	246,924.00
MONTHLY	16,123.00	16,929.00	17,775.00	18,664.00	19,597.00	20,577.00
BI-WEEKLY	7,441.38	7,813.38	8,203.85	8,614.15	9,044.77	9,497.08
HOURLY	93.0173	97.6673	102.5481	107.6769	113.0596	118.7135
CA POST Supervisory/Adv.	2,036.08	2,120.92	2,209.96	2,303.56	2,401.84	2,505.04
CA POST Mgmt. Cert.	806.15	846.45	888.75	933.20	979.85	1,028.85
Lgy Bonus 20	806.15	846.45	888.75	933.20	979.85	1,028.85
Lgy Bonus 26	1,612.30	1,692.90	1,777.50	1,866.40	1,959.70	2,057.70
Mgmt Incentive Pay	1,531.69	1,608.26	1,688.63	1,773.08	1,861.72	1,954.82

232 Deputy Police Chief

STEP	*1*
ANNUAL	259,272.00
MONTHLY	21,606.00
BI-WEEKLY	9,972.00
HOURLY	124.6500
CA POST Supervisory/Adv.	2,613.40
CA POST Mgmt. Cert.	1,080.30
Lgy Bonus 20	1,080.30
Lgy Bonus 26	2,160.60
Mgmt Incentive Pay	2,052.57

301 Mayor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,200.00					
MONTHLY	2,600.00					
BI-WEEKLY	1,200.00					
HOURLY	15.0000					

302 Councilmember

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	19,200.00					
MONTHLY	1,600.00					
BI-WEEKLY	738.46					
HOURLY	9.2308					

303 City Clerk

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	12,000.00					
MONTHLY	1,000.00					
BI-WEEKLY	461.54					
HOURLY	5.7692					

304 City Treasurer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	6,000.00					
MONTHLY	500.00					
BI-WEEKLY	230.77					
HOURLY	2.8846					

305 Youth Commissioner

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	300.00	-	-	-	-	-
MONTHLY	25.00	-	-	-	-	-
BI-WEEKLY	11.54	-	-	-	-	-
HOURLY	0.1442	-	-	-	-	-

306 Gardena Beautification Commissioner
306 Gardena Economic Business Advisory Commissioner
306 Human Services Commissioner
306 Recreation Commissioner
306 Rent Mediation Board Member
306 Senior Citizens Commissioner

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	600.00	-	-	-	-	-
MONTHLY	50.00	-	-	-	-	-
BI-WEEKLY	23.08	-	-	-	-	-
HOURLY	0.2885	-	-	-	-	-

308 Planning Commissioner

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	1,200.00	-	-	-	-	-
MONTHLY	100.00	-	-	-	-	-
BI-WEEKLY	46.15	-	-	-	-	-
HOURLY	0.5769	-	-	-	-	-

330 Department Heads

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	183,084.00	192,240.00	201,852.00	211,944.00	222,540.00	233,664.00
MONTHLY	15,257.00	16,020.00	16,821.00	17,662.00	18,545.00	19,472.00
BI-WEEKLY	7,041.69	7,393.85	7,763.54	8,151.69	8,559.23	8,987.08
HOURLY	88.0212	92.4231	97.0442	101.8962	106.9904	112.3385
Lgy Bonus 20	381.43	400.50	420.53	441.55	463.63	486.80
Lgy Bonus 25	762.85	801.00	841.05	883.10	927.25	973.60
Lgy Bonus 30	1144.28	1201.50	1261.58	1324.65	1390.88	1460.40

335 Deputy City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	192,240.00	201,852.00	211,944.00	222,540.00	233,664.00	245,352.00
MONTHLY	16,020.00	16,821.00	17,662.00	18,545.00	19,472.00	20,446.00
BI-WEEKLY	7,393.85	7,763.54	8,151.69	8,559.23	8,987.08	9,436.62
HOURLY	92.4231	97.0442	101.8962	106.9904	112.3385	117.9577
Lgy Bonus 20	400.50	420.53	441.55	463.63	486.80	511.15
Lgy Bonus 25	801.00	841.05	883.10	927.25	973.60	1022.30
Lgy Bonus 30	1201.50	1261.58	1324.65	1390.88	1460.40	1533.45

339 Assistant City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	200,964.00	211,008.00	221,556.00	232,632.00	244,260.00	256,476.00
MONTHLY	16,747.00	17,584.00	18,463.00	19,386.00	20,355.00	21,373.00
BI-WEEKLY	7,729.38	8,115.69	8,521.38	8,947.38	9,394.62	9,864.46
HOURLY	96.6173	101.4462	106.5173	111.8423	117.4327	123.3058
Lgy Bonus 20	418.68	439.60	461.58	484.65	508.88	534.33
Lgy Bonus 25	837.35	879.20	923.15	969.30	1017.75	1068.65
Lgy Bonus 30	1256.03	1318.80	1384.73	1453.95	1526.63	1602.98

340 Police Chief

STEP	*1*
ANNUAL	272,235.00
MONTHLY	22,686.25
BI-WEEKLY	10,470.58
HOURLY	130.8822
CA POST Supervisory/Adv.	2,727.12
CA POST Mgmt. Cert.	1,134.31
Lgy Bonus 20	1,134.31
Mgmt Incentive Pay	2,155.19

350 City Manager

STEP	*1*
ANNUAL	324,010.00
MONTHLY	27,000.83
BI-WEEKLY	12,461.92
HOURLY	155.7740

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 16.A
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: May 27, 2025

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

AGENDA TITLE: Approve Grant of Easements to Southern California Edison to Provide Electricity for Electric Vehicle Chargers at Arthur Johnson Park, Rowley Park and Police Department's Public Parking Lot on 162nd Street

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve Grant of Easements to Southern California Edison at Arthur Johnson Park, Rowley Park and Police Department's Public Parking Lot on 162nd Street

RECOMMENDATION AND STAFF SUMMARY:

In July 2023, the City Council approved Southern California Edison's (SCE) Charge Ready Program's contract to build infrastructure for the electric vehicle (EV) chargers for Arthur Johnson Park, Rowley Park and the Police Department's Public Parking Lot on 162nd Street at no cost to the City. In September 2023, the City Council approved the purchase of 71 EV chargers from Noodoe to be connected to SCE's infrastructure. In January 2025, the City Council approved the conveyance of the existing structure/concrete pad for Rowley Park and the Police Department's Public Parking Lot on 162nd Street.

We are approaching the construction phase which includes building infrastructure for the three locations. SCE is requesting the Grant of Easements for all three locations which will allow them to build and maintain the infrastructure for the electricity needed to support the EV chargers. As a condition of the Charge Ready Program, Grant of Easements is required to proceed.

Staff recommends the City Council approve the Grant of Easements for SCE to provide electricity for the EV chargers at Arthur Johnson Park, Rowley Park and the Police Department's Public Parking Lot on 162nd Street and authorize the Mayor to sign the documents, which have already been reviewed by the City Attorney.

FINANCIAL IMPACT/COST:

No financial impact.

ATTACHMENTS:

SCE Grant of Easement_Arthur Johnson Park.pdf
SCE Grant of Easement_Police Department Parking Lot on 162nd St.pdf

SCE Grant of Easement_Rowley Park.pdf

APPROVED:

_____

Clint Osorio, City Manager

RECORDING REQUESTED BY

SOUTHERN CALIFORNIA EDISON

An *EDISON INTERNATIONAL* Company

WHEN RECORDED MAIL TO
SOUTHERN CALIFORNIA EDISON COMPANY
2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc No.:

GRANT OF EASEMENT
Vehicle Charging Station

DOCUMENTARY TRANSFER TAX $ NONE (VALUE AND CONSIDERATION LESS THAN $100.00)	DISTRICT	SERVICE ORDER	SERIAL NO.	MAP SIZE
	South Bay	TD2267027		
_____ SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	FIM 42-68B APN 6111-022-917	APPROVED: REAL PROPERTIES	BY SLS/CG	DATE 04/15/25

CITY OF GARDENA, a municipal corporation (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time overhead and underground electrical supply systems and internal communication systems for SCE's sole use (hereinafter referred to as "systems"), consisting of poles, guys and anchors, crossarms, wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence by electrical means, solely for the purpose of providing electrical power to vehicle charging stations, in, on, over, under, across and along that certain real property in the City of Gardena, County of Los Angeles, State of California, described as follows:

FOR LEGAL DESCRIPTION AND SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBITS "A" AND "B" BOTH ATTACHED HERETO AND MADE A PART HEREOF.

Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill or other structures except walls and fences on the hereinbefore described easement area. The Grantee, and its contractors, agents and employees, shall have the right to trim or top such trees and to cut such roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

Upon written request, Grantee shall relocate its facilities installed hereunder to another mutually approved area on Grantor's property and provided that Grantee has first been given an easement over such new area on terms identical to those set forth herein. Such relocation shall be at Grantor's sole cost and expense. Upon completion of the relocation, Grantee shall execute a quitclaim of this easement on terms reasonably acceptable to Grantor and Grantee.

To the extent Grantor removes the vehicle charging stations, and such removal is not part of a relocation, Grantor may, upon sixty (60) days written notice, terminate this easement and Grantee shall execute a quitclaim on a mutually acceptable form. However, except in connection with a termination of that certain Charge Ready Participation agreement affecting Grantor's property (the "CR Agreement) in accordance with the terms thereof, in no event will the vehicle charging stations be removed for a period of ten (10) years from "In-Service Date" (as defined in the CR Agreement). Upon termination, Grantee shall have a limited right to access the property for the purpose of removing its facilities or Grantee may abandon its systems in place. In addition, upon written request, Grantee will execute a quitclaim of this easement on terms reasonably acceptable to Grantee and Grantor.

EXECUTED this _____ day of _____, 20____.

GRANTOR

CITY OF GARDENA, a municipal corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXECUTED this _____ day of _____, 20____.

GRANTEE

SOUTHERN CALIFORNIA EDISON COMPANY,
a corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"
LEGAL DESCRIPTION
APN: 6111-022-917

UNDERGROUND ELECTRICAL DISTRIBUTION EASEMENT

TWO STRIPS OF LAND LYING WITHIN LOT 6 OF SAN PEDRO RANCHO, IN THE CITY OF GARDENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 59, PAGES 15 AND 16 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

STRIP #1

A STRIP OF LAND, 8 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE WESTERLY TERMINUS OF THAT CERTAIN COURSE, HAVING A BEARING AND LENGTH OF "NORTH 88°37'07" EAST 246.71 FEET" IN THE NORTHERLY LINE OF SOUTH PARK LANE, 50.00 FEET WIDE, AS SHOWN ON PARCEL MAP NO. 2-88, AS PER MAP FILED IN BOOK 216, PAGES 61 AND 62 OF PARCEL MAPS, IN THE OFFICE OF SAID COUNTY RECORDER, ALSO BEING THE SOUTHERLY TERMINUS OF THE EASTERLY LINE OF SAID SOUTH PARK LANE, 60.00 FEET WIDE, AS SHOWN ON SAID PARCEL MAP;

THENCE ALONG SAID EASTERLY LINE, NORTH 01°22'53" WEST 46.67 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "A";

THENCE CONTINUING ALONG SAID EASTERLY LINE, NORTH 01°22'53" WEST 65.50 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE LEAVING SAID EASTERLY LINE, NORTH 88°37'07" EAST 94.00 FEET TO THE **POINT OF TERMINUS**.

STRIP #2

A STRIP OF LAND, 8 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "A";

THENCE NORTH 88°37'07" EAST 126.00 FEET TO THE **POINT OF TERMINUS**.

FOR SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RIGHT OF WAY AND EASEMENTS OF RECORD, IF ANY.

REGISTERED PROFESSIONAL ENGINEER
GLENN M. BAKKE
No. C-18619
Exp 6-30-25
CIVIL
STATE OF CALIFORNIA

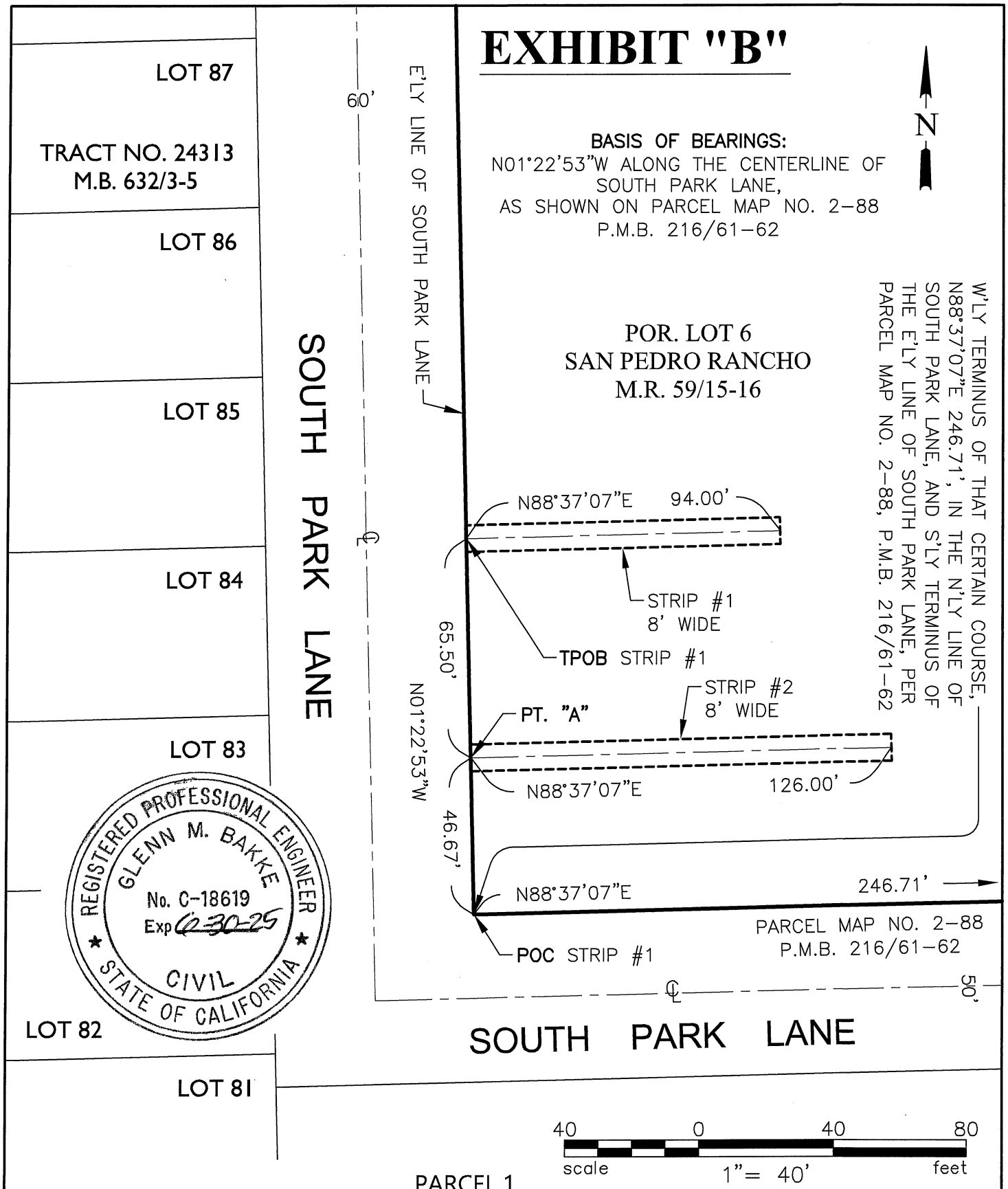
Prepared by me or under my supervision:

Dated: April 3, 2025

Glenn M Bakke

Glenn M. Bakke R.C.E. #18619 Exp. 06-30-2025

EXHIBIT "B"



PARCEL 1
PARCEL MAP NO. 4-83
P.M.B. 170/22-23

LEGEND

SHEET 1 OF 1

DENOTES SCE EASEMENT AREA

POC = POINT OF COMMENCEMENT

TPOB = TRUE POINT OF BEGINNING

Dated April 3, 2025

Glenn M. Bakke

Glenn M. Bakke R.C.E.# 18619 Exp. 6-30-25

RECORDING REQUESTED BY

SOUTHERN CALIFORNIA EDISON

An *EDISON INTERNATIONAL* Company

WHEN RECORDED MAIL TO
SOUTHERN CALIFORNIA EDISON COMPANY
2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc No.:

GRANT OF EASEMENT
Vehicle Charging Station

DOCUMENTARY TRANSFER TAX $ NONE (VALUE AND CONSIDERATION LESS THAN $100.00) _____ SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	DISTRICT South Bay	SERVICE ORDER TD2266974	SERIAL NO.	MAP SIZE
	FIM 43-67B-6 APN 6105-004-903, 904, 906, 907, 908	APPROVED: REAL PROPERTIES	BY SLS/CG	DATE 04/15/25

CITY OF GARDENA, a municipal corporation (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time overhead and underground electrical supply systems and internal communication systems for SCE's sole use (hereinafter referred to as "systems"), consisting of poles, guys and anchors, crossarms, wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence by electrical means, solely for the purpose of providing electrical power to vehicle charging stations, in, on, over, under, across and along that certain real property in the City of Gardena, County of Los Angeles, State of California, described as follows:

FOR LEGAL DESCRIPTION AND SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBITS "A" AND "B" BOTH ATTACHED HERETO AND MADE A PART HEREOF.

Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill or other structures except walls and fences on the hereinbefore described easement area. The Grantee, and its contractors, agents and employees, shall have the right to trim or top such trees and to cut such roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

Upon written request, Grantee shall relocate its facilities installed hereunder to another mutually approved area on Grantor's property and provided that Grantee has first been given an easement over such new area on terms identical to those set forth herein. Such relocation shall be at Grantor's sole cost and expense. Upon completion of the relocation, Grantee shall execute a quitclaim of this easement on terms reasonably acceptable to Grantor and Grantee.

To the extent Grantor removes the vehicle charging stations, and such removal is not part of a relocation, Grantor may, upon sixty (60) days written notice, terminate this easement and Grantee shall execute a quitclaim on a mutually acceptable form. However, except in connection with a termination of that certain Charge Ready Participation agreement affecting Grantor's property (the "CR Agreement) in accordance with the terms thereof, in no event will the vehicle charging stations be removed for a period of ten (10) years from "In-Service Date" (as defined in the CR Agreement). Upon termination, Grantee shall have a limited right to access the property for the purpose of removing its facilities or Grantee may abandon its systems in place. In addition, upon written request, Grantee will execute a quitclaim of this easement on terms reasonably acceptable to Grantee and Grantor.

EXECUTED this _____ day of _____, 20____.

GRANTOR

CITY OF GARDENA, a municipal corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXECUTED this _____ day of _____, 20____.

GRANTEE

SOUTHERN CALIFORNIA EDISON COMPANY,
a corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"
LEGAL DESCRIPTION
APN: 6105-004-903, 904, 906, 907, & 908

UNDERGROUND ELECTRICAL DISTRIBUTION EASEMENT

VARIOUS STRIPS OF LAND LYING WITHIN LOTS 19 AND 20, IN BLOCK 19 OF BROADACRES, IN THE CITY OF GARDENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 30, PAGE 42 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

STRIP #1

A STRIP OF LAND, 18 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE CENTERLINE OF 162ND STREET, 80.00 FEET WIDE, WITH THE CENTERLINE OF WESTERN AVENUE, 100.00 FEET WIDE, AS SHOWN ON PARCEL MAP NO. 450, AS PER MAP FILED IN BOOK 17, PAGE 82 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY;

THENCE ALONG THE CENTERLINE OF SAID WESTERN AVENUE, SOUTH 00°02'30" WEST 135.00 FEET;

THENCE LEAVING THE CENTERLINE OF SAID WESTERN AVENUE, SOUTH 89°57'30" EAST 125.00 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE NORTH 89°59'15" EAST 14.00 FEET TO THE **POINT OF TERMINUS**, SAID POINT TO BE HEREINAFTER REFERRED TO AS POINT "A".

STRIP #2

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

COMMENCING AT SAID POINT "A";

THENCE SOUTH 00°00'45" EAST 6.00 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE NORTH 89°59'15" EAST 25.43 FEET;

THENCE NORTH 45°00'00" EAST 18.05 FEET;

THENCE NORTH 02°21'00" WEST 1.44 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "B";

THENCE CONTINUING NORTH 02°21'00" WEST 27.93 FEET;

THENCE NORTH 00°02'30" EAST 42.00 FEET TO THE **POINT OF TERMINUS**.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO JOIN AT THE ANGLE POINTS.

STRIP #3

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "B";

THENCE SOUTH 66°23'00" EAST 15.41 FEET;

THENCE NORTH 89°59'15" EAST 106.00 FEET TO THE **POINT OF TERMINUS**.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO JOIN AT THE ANGLE POINT.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

FOR SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RIGHT OF WAY AND EASEMENTS OF RECORD, IF ANY.

Prepared by me or under my supervision:

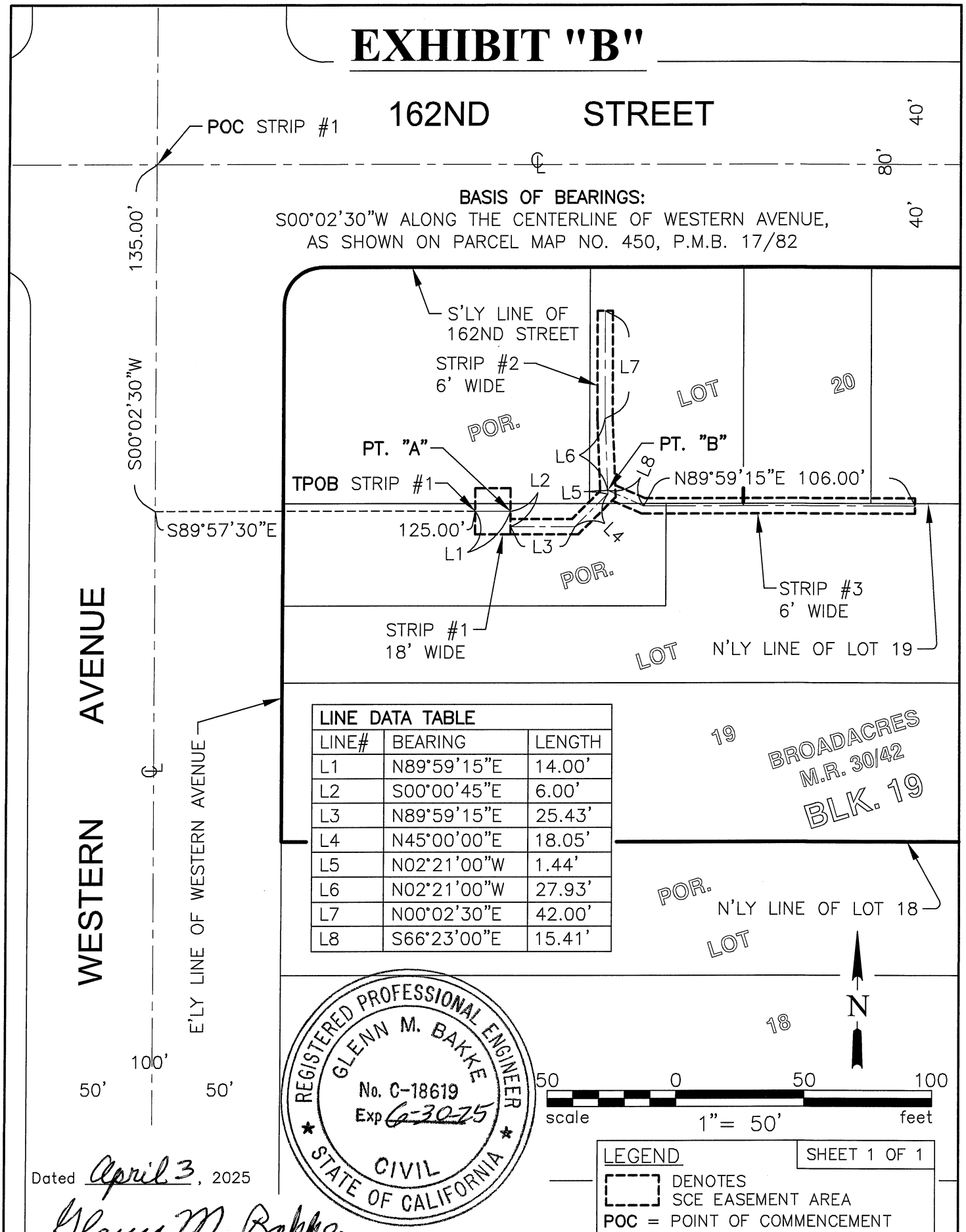
Dated: April 3, 2025

REGISTERED PROFESSIONAL ENGINEER
GLENN M. BAKKE
No. C-18619
Exp 6-30-25
CIVIL
STATE OF CALIFORNIA

Glenn M. Bakke

Glenn M. Bakke R.C.E. #18619 Exp. 06-30-2025

EXHIBIT "B"



LINE DATA TABLE		
LINE#	BEARING	LENGTH
L1	N89°59'15"E	14.00'
L2	S00°00'45"E	6.00'
L3	N89°59'15"E	25.43'
L4	N45°00'00"E	18.05'
L5	N02°21'00"W	1.44'
L6	N02°21'00"W	27.93'
L7	N00°02'30"E	42.00'
L8	S66°23'00"E	15.41'

LEGEND

SHEET 1 OF 1

DENOTES SCE EASEMENT AREA

POC = POINT OF COMMENCEMENT

TPOB = TRUE POINT OF BEGINNING

Dated April 3, 2025

Glenn M. Bakke

Glenn M. Bakke R.C.E.# 18619 Exp. 6-30-25

RECORDING REQUESTED BY

SOUTHERN CALIFORNIA EDISON

An *EDISON INTERNATIONAL* Company

WHEN RECORDED MAIL TO
SOUTHERN CALIFORNIA EDISON COMPANY
2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc No.:

GRANT OF EASEMENT
Vehicle Charging Station

DOCUMENTARY TRANSFER TAX $ NONE (VALUE AND CONSIDERATION LESS THAN $100.00)	DISTRICT	SERVICE ORDER	SERIAL NO.	MAP SIZE
	South Bay	TD2255074		
_____ SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	FIM 47-67D-7 APN 4061-022-901	APPROVED: REAL PROPERTIES	BY SLS/CG	DATE 03/27/25

CITY OF GARDENA, a municipal corporation (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time overhead and underground electrical supply systems and internal communication systems for SCE's sole use (hereinafter referred to as "systems"), consisting of poles, guys and anchors, crossarms, wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence by electrical means, solely for the purpose of providing electrical power to vehicle charging stations, in, on, over, under, across and along that certain real property in the City of Gardena, County of Los Angeles, State of California, described as follows:

FOR LEGAL DESCRIPTION AND SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBITS "A" AND "B" BOTH ATTACHED HERETO AND MADE A PART HEREOF.

Grantor agrees for itself, its heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill or other structures except walls and fences on the hereinbefore described easement area. The Grantee, and its contractors, agents and employees, shall have the right to trim or top such trees and to cut such roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

Upon written request, Grantee shall relocate its facilities installed hereunder to another mutually approved area on Grantor's property and provided that Grantee has first been given an easement over such new area on terms identical to those set forth herein. Such relocation shall be at Grantor's sole cost and expense. Upon completion of the relocation, Grantee shall execute a quitclaim of this easement on terms reasonably acceptable to Grantor and Grantee.

To the extent Grantor removes the vehicle charging stations, and such removal is not part of a relocation, Grantor may, upon sixty (60) days written notice, terminate this easement and Grantee shall execute a quitclaim on a mutually acceptable form. However, except in connection with a termination of that certain Charge Ready Participation agreement affecting Grantor's property (the "CR Agreement) in accordance with the terms thereof, in no event will the vehicle charging stations be removed for a period of ten (10) years from "In-Service Date" (as defined in the CR Agreement). Upon termination, Grantee shall have a limited right to access the property for the purpose of removing its facilities or Grantee may abandon its systems in place. In addition, upon written request, Grantee will execute a quitclaim of this easement on terms reasonably acceptable to Grantee and Grantor.

EXECUTED this _____ day of _____, 20____.

GRANTOR

CITY OF GARDENA, a municipal corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXECUTED this _____ day of _____, 20____.

GRANTEE

SOUTHERN CALIFORNIA EDISON COMPANY,
a corporation

By_____

Name_____

Title_____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"
LEGAL DESCRIPTION
APN: 4061-022-901

UNDERGROUND ELECTRICAL DISTRIBUTION EASEMENT

VARIOUS STRIPS OF LAND LYING WITHIN THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 3 SOUTH, RANGE 14 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF GARDENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

STRIP #1

A STRIP OF LAND, 14 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWESTERLY CORNER OF LOT 33 OF TRACT NO. 22618, AS PER MAP RECORDED IN BOOK 591, PAGES 34 AND 35 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, BEING IN THE EASTERLY LINE OF VAN NESS AVENUE, 80.00 FEET WIDE, AS SHOWN ON SAID TRACT NO. 22618;

THENCE ALONG SAID EASTERLY LINE, NORTH 00°12'12" EAST 177.42 FEET;

THENCE SOUTH 89°47'48" EAST 23.88 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE CONTINUING SOUTH 89°47'48" EAST 17.00 FEET TO THE **POINT OF TERMINUS**, SAID POINT TO BE HEREINAFTER REFERRED TO AS POINT "A".

STRIP #2

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

COMMENCING AT SAID POINT "A";

THENCE SOUTH 00°12'12" WEST 1.00 FOOT TO THE **TRUE POINT OF BEGINNING**;

THENCE SOUTH 89°47'48" EAST 12.00 FEET;

THENCE NORTH 00°12'12" EAST 87.23 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "B";

THENCE CONTINUING NORTH 00°12'12" EAST 26.38 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "C";

THENCE CONTINUING NORTH 00°12'12" EAST 26.34 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "D";

THENCE CONTINUING NORTH 00°12'12" EAST 22.50 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "E";

THENCE CONTINUING NORTH 00°12'12" EAST 3.01 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "F";

THENCE CONTINUING NORTH 00°12'12" EAST 14.01 FEET;

THENCE NORTH 20°06'00" EAST 1.01 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "G";

THENCE CONTINUING NORTH 20°06'00" EAST 6.27 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "H";

THENCE CONTINUING NORTH 20°06'00" EAST 19.54 FEET;

THENCE NORTH 00°12'12" EAST 54.00 FEET TO THE **POINT OF TERMINUS**.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO JOIN AT THE ANGLE POINTS.

STRIP #3

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "G";

THENCE NORTH 89°47'48" WEST 51.22 FEET TO A POINT TO BE HEREINAFTER REFERRED TO AS POINT "I";

THENCE SOUTH 00°12'12" WEST 57.30 FEET;

THENCE SOUTH 13°36'00" EAST 26.00 FEET TO THE **POINT OF TERMINUS**.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO JOIN AT THE ANGLE POINTS.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

ALSO, EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN PUBLIC STREET.

STRIP #4

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "I";

THENCE NORTH 00°12'12" EAST 91.00 FEET TO THE **POINT OF TERMINUS**.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #3 DESCRIBED HEREINABOVE.

ALSO, EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN PUBLIC STREET.

STRIP #5

A PORTION OF SAID NORTHEAST QUARTER BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT SAID POINT "H";

THENCE SOUTH 69°54'00" EAST 3.00 FEET TO THE EASTERLY LINE OF STRIP #2 DESCRIBED HEREINABOVE, SAID POINT ALSO BEING THE **TRUE POINT OF BEGINNING**;

THENCE SOUTH 44°42'00" EAST 4.68 FEET;

THENCE SOUTH 45°18'00" WEST 7.91 FEET TO SAID EASTERLY LINE;

THENCE ALONG SAID EASTERLY LINE, NORTH 00°12'12" EAST 2.56 FEET TO AN ANGLE POINT THEREIN;

THENCE CONTINUING ALONG SAID EASTERLY LINE, NORTH 20°06'00" EAST 6.75 FEET TO THE **TRUE POINT OF BEGINNING**.

STRIP #6

A PORTION OF SAID NORTHEAST QUARTER BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT SAID POINT "E";

THENCE NORTH 89°47'48" WEST 3.00 FEET TO THE WESTERLY LINE OF STRIP #2 DESCRIBED HEREINABOVE, SAID POINT ALSO BEING THE **TRUE POINT OF BEGINNING**;

THENCE NORTH 44°42'00" WEST 13.75 FEET;

THENCE NORTH 45°18'00" EAST 7.41 FEET TO THE SOUTHERLY LINE OF STRIP #3 DESCRIBED HEREINABOVE;

THENCE ALONG SAID SOUTHERLY LINE, SOUTH 89°47'48" EAST 4.46 FEET TO SAID WESTERLY LINE;

THENCE ALONG SAID WESTERLY LINE, SOUTH 00°12'12" WEST 14.97 FEET TO THE **TRUE POINT OF BEGINNING**.

STRIP #7

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "F";

THENCE SOUTH 89°47'48" EAST 12.00 FEET TO THE **POINT OF TERMINUS**.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

STRIP #8

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "D";

THENCE SOUTH 89°47'48" EAST 12.00 FEET TO THE **POINT OF TERMINUS**.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

STRIP #9

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "C";

THENCE SOUTH 89°47'48" EAST 12.00 FEET TO THE **POINT OF TERMINUS**.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

STRIP #10

A STRIP OF LAND, 6 FEET IN WIDTH, THE CENTERLINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

BEGINNING AT SAID POINT "B";

THENCE SOUTH 89°47'48" EAST 12.00 FEET TO THE **POINT OF TERMINUS**.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

FOR SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RIGHT OF WAY AND EASEMENTS OF RECORD, IF ANY.

REGISTERED PROFESSIONAL ENGINEER
GLENN M. BAKKE
No. C-18619
Exp 6-30-25
CIVIL
STATE OF CALIFORNIA

Prepared by me or under my supervision:

Dated: April 3, 2025

Glenn M. Bakke

Glenn M. Bakke R.C.E. #18619 Exp. 06-30-2025

EXHIBIT "B"

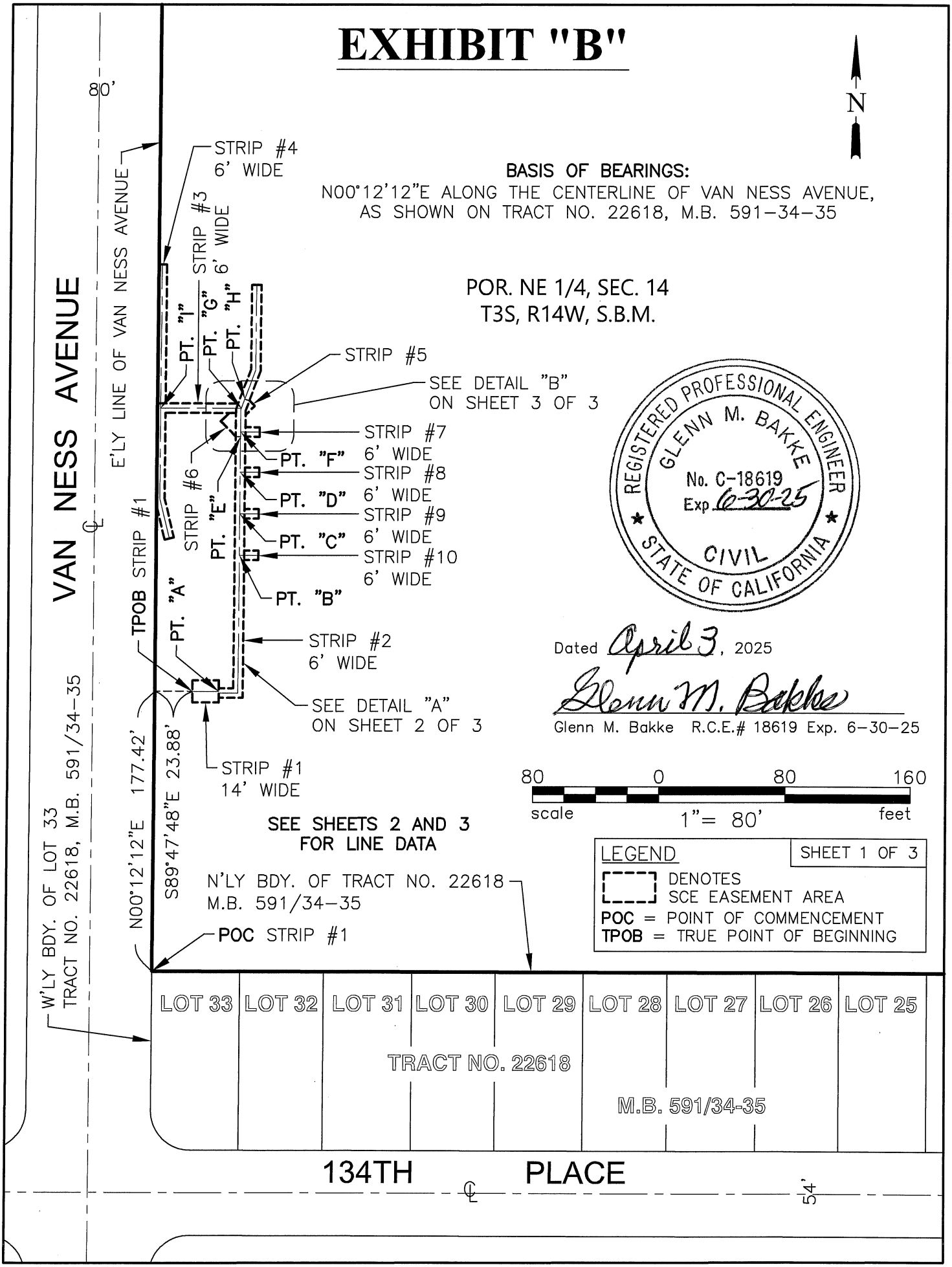
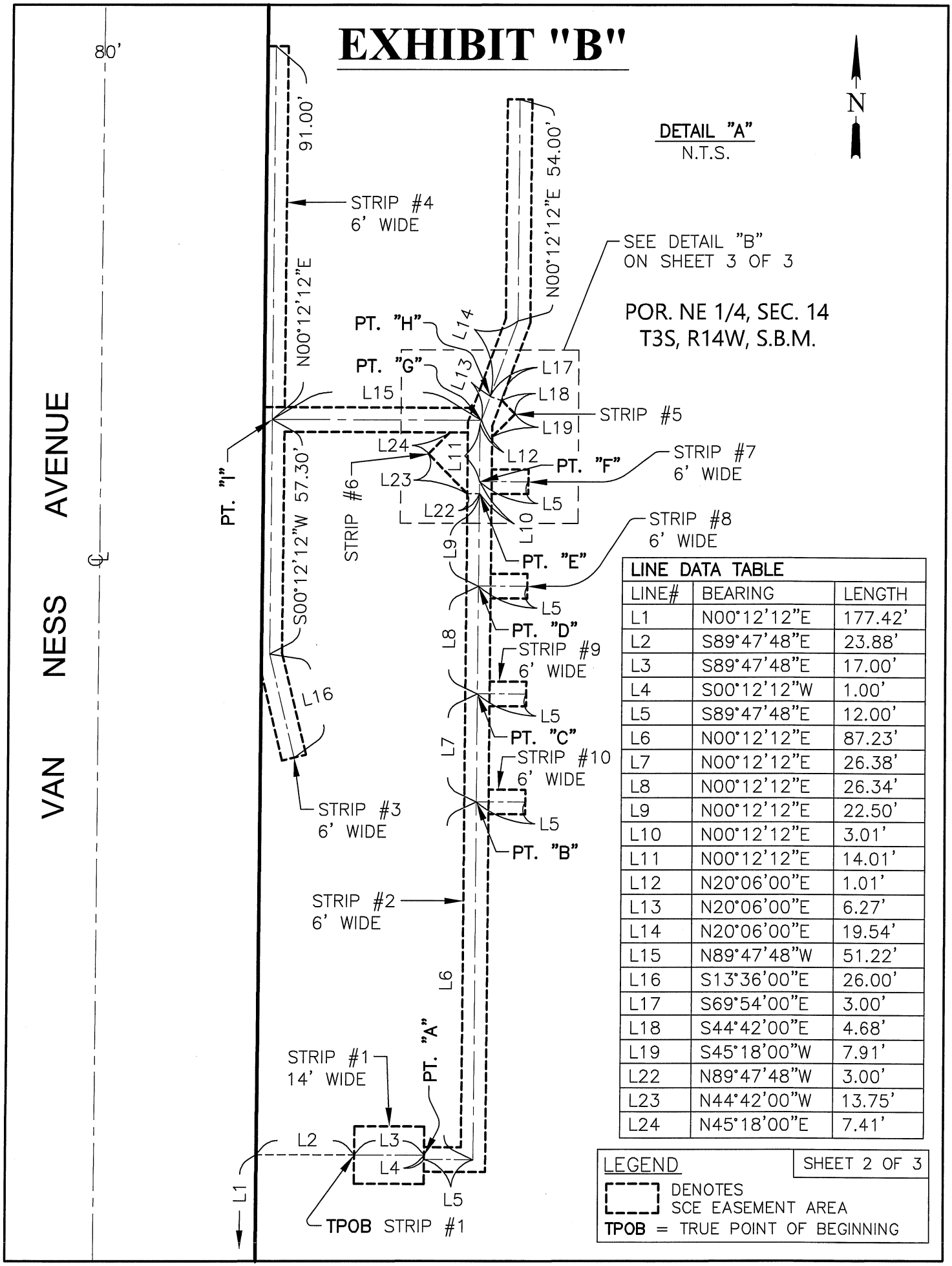

N
BASIS OF BEARINGS:
N00°12'12"E ALONG THE CENTERLINE OF VAN NESS AVENUE,
AS SHOWN ON TRACT NO. 22618, M.B. 591-34-35
POR. NE 1/4, SEC. 14
T3S, R14W, S.B.M.
80'
VAN NESS AVENUE
E'LY LINE OF VAN NESS AVENUE
STRIP #4
6' WIDE
STRIP #3
6' WIDE
PT. "I"
PT. "G"
PT. "H"
STRIP #5
SEE DETAIL "B"
ON SHEET 3 OF 3
STRIP #7
6' WIDE
PT. "F"
STRIP #8
6' WIDE
PT. "D"
STRIP #9
6' WIDE
PT. "C"
STRIP #10
6' WIDE
PT. "B"
STRIP #6
PT. "E"
STRIP #1
TPOB
PT. "A"
STRIP #2
6' WIDE
SEE DETAIL "A"
ON SHEET 2 OF 3
STRIP #1
14' WIDE
N00°12'12"E 177.42'
S89°47'48"E 23.88'
W'LY BDY. OF LOT 33
TRACT NO. 22618, M.B. 591/34-35
SEE SHEETS 2 AND 3
FOR LINE DATA
N'LY BDY. OF TRACT NO. 22618
M.B. 591/34-35
POC STRIP #1
REGISTERED PROFESSIONAL ENGINEER
GLENN M. BAKKE
No. C-18619
Exp. 6-30-25
CIVIL
STATE OF CALIFORNIA
Dated April 3, 2025
Glenn M. Bakke
Glenn M. Bakke R.C.E.# 18619 Exp. 6-30-25
80 0 80 160
scale 1"= 80' feet
LEGEND
SHEET 1 OF 3
DENOTES
SCE EASEMENT AREA
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING
LOT 33
LOT 32
LOT 31
LOT 30
LOT 29
LOT 28
LOT 27
LOT 26
LOT 25
TRACT NO. 22618
M.B. 591/34-35
134TH PLACE
54'

EXHIBIT "B"



LINE DATA TABLE		
LINE#	BEARING	LENGTH
L1	N00°12'12"E	177.42'
L2	S89°47'48"E	23.88'
L3	S89°47'48"E	17.00'
L4	S00°12'12"W	1.00'
L5	S89°47'48"E	12.00'
L6	N00°12'12"E	87.23'
L7	N00°12'12"E	26.38'
L8	N00°12'12"E	26.34'
L9	N00°12'12"E	22.50'
L10	N00°12'12"E	3.01'
L11	N00°12'12"E	14.01'
L12	N20°06'00"E	1.01'
L13	N20°06'00"E	6.27'
L14	N20°06'00"E	19.54'
L15	N89°47'48"W	51.22'
L16	S13°36'00"E	26.00'
L17	S69°54'00"E	3.00'
L18	S44°42'00"E	4.68'
L19	S45°18'00"W	7.91'
L22	N89°47'48"W	3.00'
L23	N44°42'00"W	13.75'
L24	N45°18'00"E	7.41'

LEGEND

SHEET 2 OF 3

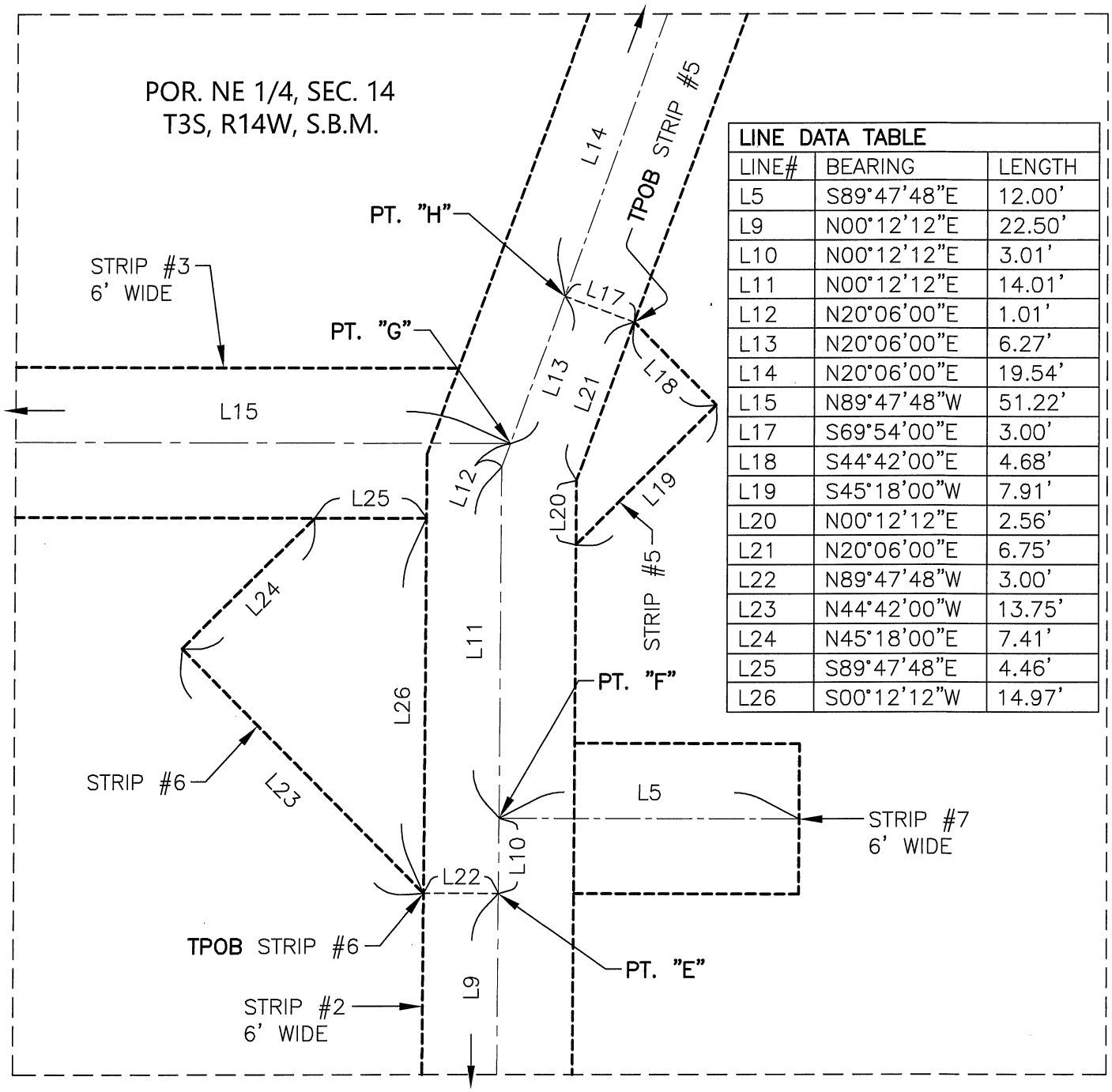
DENOTES SCE EASEMENT AREA

TPOB = TRUE POINT OF BEGINNING

EXHIBIT "B"

N

DETAIL "B"
N.T.S.



LINE DATA TABLE		
LINE#	BEARING	LENGTH
L5	S89°47'48"E	12.00'
L9	N00°12'12"E	22.50'
L10	N00°12'12"E	3.01'
L11	N00°12'12"E	14.01'
L12	N20°06'00"E	1.01'
L13	N20°06'00"E	6.27'
L14	N20°06'00"E	19.54'
L15	N89°47'48"W	51.22'
L17	S69°54'00"E	3.00'
L18	S44°42'00"E	4.68'
L19	S45°18'00"W	7.91'
L20	N00°12'12"E	2.56'
L21	N20°06'00"E	6.75'
L22	N89°47'48"W	3.00'
L23	N44°42'00"W	13.75'
L24	N45°18'00"E	7.41'
L25	S89°47'48"E	4.46'
L26	S00°12'12"W	14.97'

LEGEND

SHEET 3 OF 3

DENOTES SCE EASEMENT AREA

TPOB = TRUE POINT OF BEGINNING