SOUTH GATE CITY COUNCIL
REGULAR MEETING AGENDA

Tuesday, September 23, 2025 at 6:30 p.m.

SOUTH GATE COUNCIL CHAMBERS
8650 CALIFORNIA AVE
SOUTH GATE, CA 90280

VIEW MEETING LIVE ONLINE AT:
HTTPS://YOUTUBE.COM/@SOUTHGATECA90280

City Officials

MAYOR, Maria Davila	**CITY CLERK,** Yodit Glaze
VICE MAYOR, Joshua Barron	**CITY TREASURER,** Jose De La Paz
COUNCIL MEMBER, Maria del Pilar Avalos	**CITY MANAGER,** Rob Houston
COUNCIL MEMBER, Gil Hurtado	**CITY ATTORNEY,** Raúl F. Salinas
COUNCIL MEMBER, Al Rios	

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

1. VIEW THE MEETING LIVE ONLINE AT: https://youtube.com/@SouthGateCA90280
Please allow up to 24 hours after the meeting for the archive to be available.
2. PARTICIPATE BEFORE THE MEETING by emailing the City Clerk at: yglaze@sogate.org no later than 4:00 p.m. on the day of the meeting. Please write "Public Comment" in the subject line.
3. ATTEND THE MEETING IN PERSON
***The disruption in service of any alternative method does not prelude the City Council or other legislative**
body from taking further action and moving forward on the agenda.

Meeting Schedule

The regular meetings of the City Council are held on the second and fourth Tuesday of each month,

closed session business will usually commence at 5:30 p.m., when scheduled, and general business session will commence at 6:30 p.m.

Brown Act

Agendas are drafted to accurately state what the legislative body is being asked to consider. The legislative body can take action on "all items" listed on the agenda and be in compliance with the open meeting laws. Under the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The governing body may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

City's Vision Statement

We envision a thriving, safe and inclusive community where everyone has the opportunity to access exceptional services, education and support to be resilient and live full, vibrant lives.

Public Communications

Public Comments on agenda items are limited to three (3) minutes. All comments are to be addressed directly to the Agency Members not to the members of the public.

Emails for public comment received prior to 4:00 pm on the day of the Council Meeting will be summarized by the City Clerk, not read in its entirety. A copy of the email will be provided to the City Council and will also be available at the City Clerk's Office for public review. A copy of each email will be recorded for public record and noted on the official minutes of tonight's meeting.

Call to Order/Roll Call With Invocation & Pledge

CALL TO ORDER: Maria Davila, Mayor

INVOCATION: Steve Costley, Director of Parks & Recreation

PLEDGE OF ALLEGIANCE: Darren Arakawa, Chief of Police

ROLL CALL: Yodit Glaze, City Clerk

Public Hearings

1. Adopt Consolidated Annual Performance and Evaluation Report (CAPER) for the 2024-2025 Fiscal Year

The City Council will consider: (CD)

a. Adopting a Resolution approving the Fiscal Year 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER); and

b. Authorizing the City Manager, or designee, to submit to the U.S. Department of Housing and Urban Development the Fiscal Year 2024-2025 CAPER.

Documents:

Item 1 - Report 09232025.pdf

2. Zoning Code Amendment, Adopting Ordinance-ADU

The City Council will consider: (CD)

a. Waiving the reading in full and introducing an Ordinance amending Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) of the South Gate Municipal Code; and

b. Accepting the determination that the proposed amendment is Exempt from the California Environmental Quality Act ("CEQA") as a "ministerial" project pursuant to CEQA Guidelines Section 15268(a).

Documents:

Item 2 - Report 09232025.pdf

Comments From The Audience - Non-Agenda Items

During this time, members of the public may address the City Council regarding any items not listed on the agenda and within the subject matter jurisdiction of the City Council and not on this agenda. Comments from the audience will be limited to three (3) minutes per speaker; unless authorized by the Mayor, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda unless authorized by law. The collective initial period of time for comments from the audience shall be limited to 45 minutes. Any speaker that did not get a chance to speak during this segment due to the 45-minute limitations will be able to speak at the end of the meeting prior to adjournment.

Note: The City Council desires to provide all members of the public with the opportunity to address the Council. Nevertheless, obscene language, comments intended to disrupt/interfere, other actions which disrupt the progress of the meeting or slanderous comments will not be tolerated and may result in ejection and/or may constitute a violation of South Gate Municipal Code Section1.04.110.

Reports And Comments From City Officials

During this time, members of the City Council will report on matters pertaining to their service on various intergovernmental boards and commissions as a representative of the City pursuant to Assembly Bill 1234. City Council Members will also have an opportunity to comment on matters not on the agenda.

Consent Calendar Items

Agenda Items **3, 4, 5, 6, 7, 8, 9, 10, and 11** are Consent Calendar Items. All items including Ordinances, Resolutions and Contracts, may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action. Members of the public are permitted to speak on any item listed but their time period is limited to three (3) minutes in total.

Any motion to introduce or adopt an Ordinance on the Consent Calendar shall be: (1) a motion to waive the reading of the Ordinance and introduce the Ordinance or (2) a motion to waive the reading of the Ordinance and adopt the Ordinance, as appropriate.

3. Adopting a Resolution Declaring Disposal of Surplus and Obsolete Property

The City Council will consider: (ADMIN SRVS)

a. Adopting a Resolution declaring the items listed in Attachment B (Bicycles & Miscellaneous Items) and Attachment C (Vehicles & Equipment) as surplus, obsolete, or unserviceable City personal property.

b. Authorizing the City Manager or designee to dispose of the declared items through public auction conducted by U.S. Auctions of Ontario, CA; and to execute all related documents consistent with budgeted appropriations.

c. Authorizing the City Manager or designee to dispose of any items not accepted by the auctioneer or failing to sell by using one or more of the following methods, as appropriate: recycling/salvage, scrap, inter-agency transfer, trade-in/credit, donation to another public agency, or landfill, in compliance with applicable laws and City policies.

Documents:

Item 3 - Report 09232025.pdf

4. Approve a Resolution with the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force Joint Powers

The City Council will consider: (PD)

a. Adopting a Resolution approving the Los Angeles Interagency Metropolitan Police Apprehension Crim Task Force Joint Powers Agreement (LA Impact JPA).

b. Approving the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force Joint Powers Agreement, thus authorizing the City's Membership in the LA Impact Authority; and

c. Authorizing the City Manager to Execute the JPA Agreement.

Documents:

Item 4 - Report 09232025.pdf

5. Approve and Adopt the Successor Memorandums of Understanding (“MOU”)

The City Council will consider: (HR)

a. Adopt Resolution approving the SGMEA MOU, SGPMMA MOU, SGDMA MOU, SGPMA MOU, SGPOA MOU, and the Executive Terms for the term of July 1, 2025, through June 30, 2026; and

b. Authorize the Mayor to execute the comprehensive successor Memorandums of Understanding in a form acceptable to the City Attorney.

Documents:

Item 5 - Report 09232025.pdf
Item 5 - Attachment A - Report 09232025.pdf
Item 5 - Attachment B - Report 09232025.pdf
Item 5 - Attachment C - Report 09232025.pdf
Item 5 - Attachment D - Report 09232025.pdf
Item 5 - Attachment E - Report 09232025.pdf
Item 5 - Attachment F - Report 09232025.pdf
Item 5 - Attachment G - Report 09232025.pdf

6. Approve and Adopt an Updated Consolidated Salary Schedule

The City Council will consider: (HR)

a. Adopting a Resolution approving and adopting an updated consolidated pay schedule for all full-time and selected part-time employees within the CalPERS guidelines.

Documents:

Item 6 - Report 09232025.pdf

7. Approve the Creation, Reclassification, and Elimination of Full-Time Positions

The City Council will consider: (HR)

a. Approve the creation of the full-time Principal Accountant position in the Administrative Services Department;

b. Approve the reclassification of the full-time City Traffic Engineer to the full-time Transportation and Capital Improvement Program Division Manager in the Public Works Department;

c. Approve the reclassification of one (1) full-time Principal Civil Engineer positions to the full-time Water Resources and Development Division Manager in the Public Works Department;

d. Approve the elimination of the full-time Deputy City Engineer position in the Public Works Department; and

e. Direct staff to update the Consolidated Salary Schedule by adding the Principal Accountant, Transportation and Capital Improvement Program Division Manager, and Water Resources and Development Division Manager Titles, Pay Grades, and Pay Ranges.

Documents:

Item 7- Report 09232025.pdf

8. Approve Agreement with Simpler Systems, Inc. for Financial Reporting Software Licensing and Professional Services

The City Council will consider: (ADMIN SRVS)

a. Approving a Professional Services Agreement with Simpler, to provide financial reporting software ("Simpler Platform") and related professional services with a not-to-exceed amount of $51,380 (License $17,500 + Professional Services $30,800 + 10% contingency $3,080), and ongoing Monthly License & Maintenance of $1,750 (annualized $21,000), subject to annual appropriation.

b. Authorizing the issuance of a Purchase Order to Simpler, by a sole-source determination based on proprietary functionality and its "datapps" architecture and market uniqueness for Eden-based financial reporting, pursuant to SGMC § 1.54.510.

c. Authorizing the Mayor to execute the Agreement, in a form acceptable to the City Attorney.

Documents:

Item 8 - Report 09232025.pdf

9. Approve Agreement with All City Management Services, Inc., for Crossing Guard Services

The City Council will consider: (PD)

a. Approving an Agreement with All City Management Services, Inc. ("ACMS"), for crossing guard services for a one (1) year term, effective July 1, 2025 - June 30, 2026; and

b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

Documents:

Item 9 - Report 09232025.pdf

10. Approve and Adopt Memorandum of Understanding ("MOU") Gateway Cities Council

The City Council will consider: (CD)

a. Approving an MOU with GCCOG for technical assistance for a REAP SRP 2.0 Program Grant under SCAG.

Documents:

Item 10 - Report 09232025.pdf

11. Approve Minutes for the Special and Regular Council Meetings of August 12 & 26, 2025

The City Council will consider: (CLERK)

a. Approving the Special and Regular Meeting minutes of August 12, 2025; and

b. Approving the Special and Regular Meeting minutes of August 26, 2025.

Documents:

Item 11 - Report 09232025.pdf

Reports, Recommendations And Requests

12. City Council Appointments to the Various City Commissions, Committees, and Boards

The City Council will consider: (CM)

a. Ratifying the appointment by Council Member Gil Hurtado of Evelyn Martinez to the Citizen Advisory Committee.

Documents:

Item 12 - Report 09232025.pdf

13. Warrant Register for September 23, 2025

The City Council will consider: (ADMIN SVCS)

a. Approving the Warrant Register for September 23, 2025.

Total of Checks:	$5,603,571.95
Less: Voids	$ (0.00)
Less: Employee Payroll Deductions	$ (430,338.43)
Grand Total:	$5,173,233.52

Cancellations: None

Documents:

Item 13 - Report 09232025.pdf

Adjournment

I, Yodit Glaze, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted on September 18, 2025, at 5:43 p.m., as required by law.

Yodit Glaze
City Clerk

GENERAL NOTICE TO THE PUBLIC

The City Council adopted new rules relating to the conduct of the public meetings, proceedings, and business in the City of South Gate on July 12, 2022, (Resolution 2022-38-CC) and go into effect on August 1, 2022. Resolution #2022-38-CC is available at the City Clerk's Office.

MEETING SCHEDULE

Regular meetings of the City Council are held on the second and fourth Tuesday of each month, closed session meetings will commence at 5:30 p.m. unless posted otherwise on its agenda. The regular City Council meetings will commence at 6:30 p.m. Agendas are available at the following locations: City Clerk Office, Public Notice Boards at City Hall, and on the City's web page at https://www.cityofsouthgate.org

The Public can sign up to receive automatic notices of postings of agendas for the City Council or any other Commission or Board of the City of South Gate. Visit the City webpage and click on the Agenda & Minutes icon. That will take you the page where an individual can enter their email in the "Email Updates" box to register.

PUBLIC COMMENT/PARTICIPATION

Any person may request to address a legislative body during a public meeting. The Presiding Officer will call upon those present in the Council Chambers.

Speakers are limited to three (3) minutes on any item listed on the agenda, including public hearings. Under Comments from the Audience portion, speakers are also limited to a single three (3) minutes time limit. Comments from the Audience is initially limited to 45 minutes at each meeting. Any speaker still wishing to speak, that did not speak, will have an addition Comments from the Audience opportunity after the last business item is finished. The Presiding Officer may extend the time limit as long as there is no objection from the City Council as a body.

To ensure that the public is able to participate, the City provides the opportunity to submit their comments in person, email, mail. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

CURFEW

In absence of a motion duly adopted by majority vote of the City Council, the Presiding Officer may adjourn the City Council meetings at 10:30 p.m. The Presiding Officer may ask the City Council if any agenda items listed should be continued or dealt with during the meeting. For those items to be continued, the City Council can direct the item be placed on the next City Council agenda or the current meeting may be adjourned to a time certain at which time the meeting shall be reconvened as an Adjourned Regular Meeting of the City Council and action upon the published agenda continued.

STAFF REPORTS

As a general rule, staff reports. or other written documentation are prepared/organized with respect to each item of business listed on the agenda. Meeting agendas and staff reports are available at least 72-hours prior to the scheduled regular City Council meeting and a minimum of 24-hours prior to a Special City Council meeting. There are times when the City Council receives written material. revised material after the posting of agendas, these materials are become a public record and will be available for public view within 72-hours after the meeting in which they were received. Those materials and any other public document can be inspected in the City Clerk's Office located at 8650 California Avenue, South Gate.

SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk. Notification 48 hours prior to the City Council Meeting will enable the City to make reasonable arrangements to assure accessibility. For further information, please contact the Office of the City Clerk at (323) 563-9510 or via email at yglaze@sogate.org.

Item No. 1

Office of the
South Gate City Clerk

SEP 18 2025

FILED

10:55 am

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Community Development**

Department Director: _____ ***City Manager:*** _____
FOR Gabriel Perez Rob Houston

SUBJECT: A PUBLIC HEARING TO CONSIDER A RESOLUTION APPROVING THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR FISCAL YEAR 2024-2025 AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO SUBMIT TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

PURPOSE: To conduct a public hearing and consider adopting Fiscal Year 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER) for the CDBG and HOME Funds.

RECOMMENDED ACTIONS: Following the conclusion of the Public Hearing, the City Council will consider:

a. Adopting a Resolution approving the Fiscal Year 2024-2025 Consolidated Annual Performance and Evaluation Report (CAPER); and
b. Authorizing the City Manager, or designee, to submit to the U.S. Department of Housing and Urban Development the Fiscal Year 2024-2025 CAPER.

FISCAL IMPACT: There is no fiscal impact to the City's General Fund.

NOTICING REQUIREMENT: Advertising and notification of the Public Hearing was conducted in compliance with Municipal Code Section 11.50.020 (Public Hearing Notification) and was published in The South Gate Press newspaper on September 4, 2025. The notice noted a 15-day comment period. Additionally, a draft copy of the Fiscal Year 2024-2025 CAPER was posted on the City's website and made available at the Community Development Department. Any comments received will be addressed during this meeting.

ANALYSIS: The City, as a direct recipient of HUD federal funds, is required to submit an annual CAPER to HUD. This report presents a summary of resources made available during the program year, accomplishments based on priorities established by the Consolidated Plan, and an assessment of the City's annual performance.

The CAPER reports on the accomplishments of CDBG-funded programs. Summarized below is a list of accomplishments from July 1, 2024, to June 30, 2025.

CDBG: The City received an allocation of $1,245,005 in CDBG funds for FY 2024-2025. Accomplishments for the fiscal year included:

- **296** persons received tenant/landlord/housing rights services via the Fair Housing Foundation
- **40** persons were served by the Family Violence Prevention program
- **12** youth participated in the South Gate Police Explorers program
- **4** youth participated in work experience internships facilitated by the California Latino Leadership Institute
- The Graffiti Abatement program worked in areas that benefited over 90,000 residents.

HOME: The City received an allocation of $564,831 in HOME funds for FY 2024-2025. Accomplishments for the fiscal year included:

Although there are no accomplishments to report on for the fiscal year, funds are being reserved to work with developers for affordable housing projects in the City.

BACKGROUND: Each year, the City of South Gate is required to report to HUD on its performance in meeting the objectives of the approved Consolidated Plan and Annual Action Plan; this report is known as the CAPER. Included in the CAPER is information about the approved public service, community development, and housing activities. The report documents the City's use of federally funded CDBG and HOME entitlement activities, programs, and funds for the recently completed fiscal year.

ATTACHMENTS: A. Proposed Resolution
B. Draft CAPER
C. Proof of Publication - Public Hearing Notice

RESOLUTION NO. ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, APPROVING A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO SUBMIT TO HUD THE CITY'S FISCAL YEAR (FY) 2024-2025 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

WHEREAS, the City of South Gate (the "City") has applied and received Community Development Block Grant (CDBG) and HOME Program funds from the Government of the United States under Title I of the Housing and Community Development Act of 1974; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) is the federal agency that promulgates regulations and oversees the administration of the CDBG and HOME Program; and

WHEREAS, HUD requires that entitlement jurisdictions complete an annual evaluation of their grants programs through a report known as the Consolidated Annual Performance and Evaluation Report (CAPER); and

WHEREAS, City staff published a public notice announcing the availability of the CAPER and the 15-day public comment period for the report in the South Gate Press on September 4, 2025, and is now closed; and

WHEREAS, on September 23, 2025, the City Council held a duly noticed public hearing to consider the program year 2024-2025 CAPER.

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

SECTION 1. The above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council of the City of South Gate does hereby authorize the City Manager, or their designee, to submit the CAPER to HUD.

SECTION 3. The City Council hereby allows staff to make minor technical modifications and/or necessary corrections to the CAPER as required by HUD.

SECTION 4. The City Clerk shall certify the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of South Gate at its regular meeting on this 23rd day of September 2025.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor
City of South Gate

ATTEST:

By: _____
Yodit Glaze, City Clerk
City of South Gate

(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney
City of South Gate

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF SOUTH GATE)

I, Yodit Glaze, City Clerk of the City of South Gate, County of Los Angeles, State of California, hereby certify that the foregoing Resolution No. ____ was passed and adopted by the City Council of the City of South Gate, signed by the Mayor and attested by the City Clerk at a regular meeting of said Council held on the 23rd day of September 2025 and that said Resolution was adopted by the following vote, to-wit:

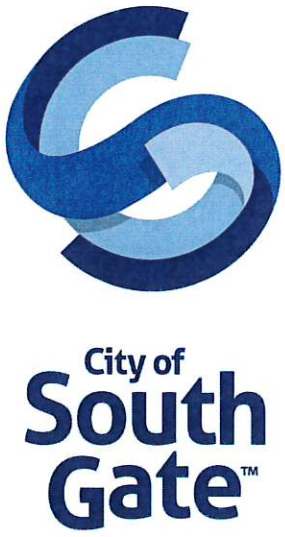
AYES:

NOES:

ABSTAIN:

ABSENT:

Yodit Glaze, City Clerk
City of South Gate



Consolidated Annual Performance Evaluation Report

CAPER

FY 2024-2025

Community Development Department

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

For the 2024-2025 Program Year, the City of South Gate (City) received Community Development Block Grant Program (CDBG) funds and Home Investment Partnerships Program (HOME) funds to facilitate accomplishing the goals set by the U.S. Department of Housing and Urban Development (HUD). As part of the application and allocation process for these federal funds, the City must prepare and submit the Consolidated Annual Performance and Evaluation Report (CAPER). This report presents a summary of resources made available during the program year, accomplishments based on priorities established by the Consolidated Plan and documented in the 2024-2025 Annual Action Plan, and an assessment of the City's annual performance toward meeting its five-year goals.

The City's mission is to enhance the quality of life for all its residents by maximizing the use of available resources to assure the availability of safe, decent, and affordable housing. This report reviews how the City achieved its housing goals by providing rehabilitation loans to South Gate homeowners using HOME funds. In addition, how the goals of the non-housing priorities of public service programs were met. All CDBG funds except for Planning/Administration, were used for activities that benefited low-and-moderate-income people.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Program Administration	CDBG: $227,658 HOME: $56,483	Other	Other	1	1	100%	1	1	100%
Fair Housing	Fair Housing	CDBG: $21,343	Other	Other	1,350	1,606	118%	240	296	123%
Public Services	Non-Housing Community Development Public Services	CDBG: $178,516	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,225	90,541	100%	569	90,541	100%
Commercial Rehabilitation	Non-Housing Community Development	CDBG: $400,000	Facade treatment/business building rehabilitation	Business	70	2	2%	15	0	0.00%
Commercial Rehabilitation	Non-Housing Community Development	CDBG: $650,000	Businesses Assisted	Business	14	2	14%	10	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

For FY 2024-2025 the City allocated funding towards activities that could directly positively impact its residents in need by funding public service activities that included fair housing services, a youth development program, graffiti abatement services, and resources for those experiencing domestic violence. Along with these programs, the City also allocated funds towards activities that will assist in the maintenance of its housing stock via a Neighborhood Revitalization Program and activities that assists local businesses while preserving commercial corridors in the City via its *Commercial Façade* program and a *Business Sign* program. After reviewing these three latter programs, the City felt that they were due for a revamp and worked to establish and revise program guidelines and processes to ensure that the programs ran effectively and efficiently; revamping these programs have caused delays in the program delivery but the City is confident that it will launch these programs in the upcoming fiscal year.

The City partners with the Fair Housing Foundation to provide fair housing services to its residents. During the program year the Fair Housing Foundation assisted 296 unduplicated South Gate residents with housing issues like rent increases, evictions fair housing. They also provided information via workshops and by dropping off information at the library and with organizations in the area.

HOME rehabilitations continue to be a challenge for the City to complete. One of the main challenges is that the rehabilitation value for homes is lower than the current house values for the City, making many of applicants ineligible for the Home Rehabilitation Program ineligible.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	333	0
Black or African American	8	0
Asian	2	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
American Indian/Alaskan Native & Black/African American	1	0
Total	**344**	**0**
Hispanic	320	0
Not Hispanic	24	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In FY 2024-2025, the City's Public Service programs included the Family Violence Prevention Program, Police Explorers, and the California Latino Leadership Institute. Table 2 is reflective of beneficiary data provided by these public services agencies along with the Fair Housing Foundation. As part of its public services the City also continued to fund its Graffiti Abatement Program, however as that program does not report on individual beneficiary data (data reported based on census tracts served) their data is not included in Table 2.

The City continued its challenge of finding eligible applicants the HOME Rehabilitation Program did not complete any projects.

The City of South Gate previously received a total of a total of $1,738,226 of supplemental CDBG-Coronavirus (CDBG-CV) funds to use to prepare, prevent, and respond to the Coronavirus pandemic (COVID-19). The City amended their 2019-2020 Annual Action Plan to program their CDBG-CV funds and funded several activities to help support their residents through the coronavirus pandemic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,245,005	TBD
HOME	public - federal	564,831	TBD

Table 3 - Resources Made Available

Narrative

For Program Year 2024-2025, the City received $1,245,005 in Community Development Block Grant (CDBG) and $564,831 in HOME Investment Partnership funds (HOME) funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	33%	Other
Eligible Target Areas	0	67%	Census Tracts/Block Groups

Table 4 – Identify the geographic distribution and location of investments

Narrative

To address the needs of all residents and expand its impact, the City does not focus on specific geographic areas, instead they distribute its CDBG and HOME funded investments Citywide, unless allocating funds to public facilities or street improvement activities, as applicable. CDBG funded supportive services are designed to meet CDBG national objectives with a focus on benefiting low and moderate-income people.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Leveraged Resources

The following other Federal and Non-Federal funding sources were used to leverage funds allocated to activities: General Funds; Gas Tax; Water Funds; Sewer Funds; Metropolitan Transit Authority Funds; Measure R Funds; Housing Choice Voucher Funds (HCV).

The City uses gas tax, water funds, sewer funds, and other resources to address public infrastructure needs.

No publicly owned land or property located within the City's jurisdiction was used to address any identified needs identified for the fiscal year in the plan.

HOME Match

As a recipient of HOME funds, the City is required to make non-Federal financial contributions to projects that qualify as affordable housing under the HOME Program. Annually, the match contributions must total a minimum of 25% of the HOME funds expended from the City's HOME entitlement amount (less administration costs), unless the City has received a reduction in the match requirement.

The HOME statute provides for a reduction of the matching contribution requirement under two criteria for fiscal and severe fiscal distress for local PJs:

1) Family poverty rate, and/or
2) Per capita income (PCI)

When a local jurisdiction meets one of the distress criteria, it is determined to be in fiscal distress and receives a 50 percent reduction of the match.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period $	Amount received during reporting period $	Total amount expended during reporting period $	Amount expended for TBRA $	Balance on hand at end of reporting period $
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	**Minority Business Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	**Women Business Enterprises**	**Male**
Contracts			
Number	0	0	0
Dollar Amount	0	0	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	**Minority Property Owners**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	6	0
Number of Special-Needs households to be provided affordable housing units	4	0
Total	**10**	**0**

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	0
Number of households supported through Acquisition of Existing Units	0	0
Total	**10**	**0**

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City continued to operate its HOME-funded Home Rehabilitation Program. This Program is for income-qualified applicants, offering a zero percent interest deferred loan for improvements to their property and to bring their dwelling up to code. The City, unfortunately, continued to experience challenges finding eligible program participants. There is a continued need for this type of program in the City as the program does receive frequent inquiries. However, the challenges the program has faced

include applicants being over the eligible income threshold or the current home value being higher than the eligible HUD after-rehabilitation value.

Additionally, to support affordable housing efforts for its residents the City of South Gate offers the following programs:

- Home Rehabilitation Program – A HOME funded program that offers deferred loans to income-qualified residents.
- Section 8 Housing Choice Voucher (HCV) Program – The South Gate Housing Authority administers the Housing Choice Voucher Program providing rental assistance to very-low-income families, the disabled, and the elderly for them to access affordable decent, safe, and sanitary housing in the City of South Gate's private sector.

Discuss how these outcomes will impact future annual action plans.

Outcomes identified in the CAPET impact future Annual Action Plans as the City assesses its success in meeting established goals and outcomes. As the City experienced many challenges with its Homeowner Rehabilitation Program, it acknowledges that extra efforts are needed to continue to offer affordable housing options for its residents and make the most effective use of its CDBG and HOME funds.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	176	0
Low-income	112	0
Moderate-income	64	0
Total	**352**	**0**

Table 13 – Number of Households Served

Narrative Information

The numbers in Table 13 reflect the number of low-income people served by CDBG and HOME funded activities.

During Program Year 2024-2025, the following CDBG activity served individuals at the Extremely Low to Moderate-Income level:

1. Fair Housing Foundation: 296 people
2. Family Violence Prevention Program: 40 people
3. Police Explorers: 12 people
4. California Latino Leadership Institute: 4 people

The number of owner and renter households assisted meet the Section 215 definition of affordable housing as staff do review that renters and homeowners meet low-income thresholds.

"WORST-CASE NEEDS": Worst case housing needs are defined as low-income renter households who pay more than half their income for rent, live in seriously substandard housing, or have been involuntarily displaced. The City did not specifically assist with housing needs for those with disabilities. The City of South Gate serves the worst-case needs by providing the following:

More than 50% of rent: The Housing Choice Voucher rental assistance Program provided housing payment assistance to those qualifying households who paid more than 50% of their income for housing. CDBG funds were utilized through various agencies to assist with food and other support services.

Substandard Housing: The Housing Choice Voucher rental assistance program ensured that substandard housing met HQS Standards, State Standards, and/or local rehabilitation standards for decent housing.

Involuntarily Displaced: *During* the reporting period, there was no voluntary or involuntary displacement through the City's Federal Entitlement Programs.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of South Gate plans, coordinates, and organizes strategies to assist the City's homeless population in collaboration with other public and private organizations. The County of Los Angeles, through the Los Angeles Homeless Services Authority (LAHSA), has the primary responsibility for providing regional homeless services. Individuals and families in need of services may be referred to People Assisting the Homeless (PATH) for screening and services intake.

The South Gate Police Department, in cooperation with the local Salvation Army Bell Shelter, operates a homeless outreach program that consists of a mobile outreach team. The Police Department Liaison and personnel from the Bell Shelter coordinate street outreach efforts by vehicle and on foot. Street outreach, case management, and referrals are provided to homeless families and individuals through this Program. Homeless clients are guided in identifying barriers to overcoming homelessness and developing a plan to address these challenges. The team then assists clients at a highly supportive level to address those needs, including accessing mainstream services, increasing income, developing self-determination, and accessing shelter and housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The local Salvation Army Bell Shelter is a City partner, having previously received CDBG funding. They provide both emergency shelter and temporary shelter to people experiencing homelessness. The shelter provides case management and other homelessness services. Homeless clients are guided in identifying barriers to overcoming homelessness and assisted in developing a plan to overcome these barriers. The team then assists clients at a highly supportive level to address those needs, including accessing mainstream services, increasing income, and developing self-determination.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment,

education, or youth needs

The City of South Gate partners and coordinates with local nonprofit agencies, churches, and subrecipient agencies to assist the City's vulnerable populations, especially those at risk of becoming homeless. The City of South Gate's homeless prevention plan includes assisting those discharged from public institutions, health facilities, foster care.

The City has a history of allocating CDBG funds to various public service organizations to address the multi-needs of low-income families and increase housing stability. In program year 2024-2025 the City continued to provide funding to the Fair Housing Foundation who directly work with residents and landlords to address housing issues including discriminatory claims, rent increases, and evictions.

Other City partners like the Family Violence Prevention Program assist victims of domestic violence to seek resources to escape their situations while the Police Explorers offers structured activities and mentorship to keep youth engaged. Through the California Latino Leadership Institute offers paid work internships to youth to provide them with workforce experience.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

To assist the people experiencing chronic homelessness, the City collaborates with local and county agencies, including law enforcement, social services, mental health, public health, and community services. Efforts to assist the chronic homeless include street outreach for initial contact, referrals to PATH or Salvation Army Bell Shelter for case management, homelessness services, and ultimately partnering with property owners to help people who are homeless in locating permanent housing.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City does not administer public housing programs.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City does not administer public housing programs.

Actions taken to provide assistance to troubled PHAs

The City does not administer public housing programs.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City continues to pursue the following course of action to eliminate any negative effects that may result from public policies. Objectives adopted as part of the City's Housing Plan include:

- Remove or mitigate City policies, regulations, and procedures that serve to constrain the development of housing affordable to lower and moderate-income households.
- Provide incentives for the construction of housing affordable to the workforce.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of South Gate continues to allocate CDBG funds to various activities that meet underserved needs. These programs provided new or expanded accessibility, affordability, sustainability to decent housing, improved public facilities, and a suitable living environment for low-income persons. Such programs include housing rehabilitation programs, public services, and fair housing services.

To address the continuing needs of the underserved community, the City promotes its housing and community service programs citywide in both English and Spanish using the Chamber of Commerce, local newspapers, city newsletter, City website, and community events to promote all services and programs to low-income residents of South Gate.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Lead-based paint hazard education is distributed through various City efforts which include, Section 8 Housing Choice Voucher (HCV) inspections, distribution of pamphlets (E.g., *Protect Your Family From Lead In Your Home*), among other pamphlets and announcements, on the City Website. All CDBG, HOME, and HCV funded housing programs and projects have incorporated lead-based paint hazard reduction efforts such as conducting inspections and assessments on all properties built before January 1st, 1978, to test for lead. When units test positive for lead, certified contractors are hired for remediation and abatement of the lead.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City engaged in the following during the program year to reduce the number of poverty-level families:

- Funded the Family Violence Prevention and Education Program to assist persons and families

experiencing domestic violence and finding resources.

- Contracted with the Fair Housing Foundation to assist with housing and tenancy issues to prevent evictions, address housing discrimination, and increase housing stability.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City's efforts to eliminate institutional gaps and enhance the coordination of programs includes working closely with other governmental entities to determine households' critical needs based on limited resources and expanding demand for services. The City continues its outreach efforts through public meetings and public hearings with the Citizens Advisory Committee to solicit public comments on the distribution of CDBG funds.

As part of its grant administration, the City monitors its subrecipients' performance in meeting both resident needs and program and CDBG compliance.

The City will continue to fund the Fair Housing Foundation to promote, educate, and enforce fair housing in the community.

The City will continue to coordinate and share ideas with residents, affordable housing providers, other local government entities, and social service agencies to maximize planned activities' effectiveness. The City will also continue to coordinate services, as appropriate, with surrounding HUD entitlement communities.

The City encourages intra- and inter-departmental discussions to identify effective service delivery options and ideas. Within the Community Development Department, staff conducts regular check ins to discuss projects and programs. Through daily contact and working relations, staff continue to implement programs and services, provide sufficient financial resources, and track concerns. This process allows easy access to tracking building activities, housing conditions, code requirements, zoning, and other demographic data.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City has developed an inventory of public and private housing, health, and social services agencies. The City regularly updates the inventory and maintains a point of contact for each agency.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

HUD regulations require that the City prepare an Analysis of Impediments to Fair Housing Choice (AI) every five years. In 2020 the City updated its AI; it includes the City's *Fair Housing Action Plan*, which outlines its actions to eliminate and ameliorate impediments to fair housing issues and choice. As part of its *Fair Housing Action Plan,* the City identified the following actions to overcome the effects of impediments identified:

- Continue to work with housing providers to build housing in areas near jobs, commercial amenities, public facilities, and public transit.
- Continue to work with housing providers to avoid concentrating on affordable housing in any one area of the City.
- Continue to implement revitalization plans in older, lower-income neighborhoods.
- Continue to proactively address affordable housing at risk of losing rent restrictions by engaging the local HUD field office, property owners, and local housing providers.
- Continue CDBG funding for Fair Housing Foundation to implement the City's Fair Housing Program to educate tenants, landlords, and the public.
- Continue to promote and educate the public on the issue of fair housing.
- Work with Fair Housing Foundation to update information related to fair housing for the community.
- Continue to gather data for the ongoing process of updating this document and monitoring the fair housing situation in South Gate.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

At the beginning of the program year, City staff meets with all CDBG and HOME-funded project managers to discuss the reporting requirements and the monitoring. Program providers are required to provide progress reports, which are reviewed for progress and compliance at least quarterly.

During the year, a site review is held with all the program providers. An entrance interview is held with key representatives to review the program's purpose, scope, objectives, and goals. During the review, program records and information are reviewed and/or collected. The review ends with an exit conference to present preliminary results of the monitoring; this provides an opportunity to discuss program compliance and reporting concerns. At this point, the program provider can also share steps to address non-compliance or non-performance areas. Formal notification of the monitoring review results is sent to the program provider, which creates a permanent written record, an outline of any concerns and/or findings, and sets deadlines for a written response and corrective actions. The Monitor is responsible for providing technical assistance to ensure the programs are productive and compliant with federal regulations. Staff continuously monitor programs and activities to comply with city, state, and federal regulations and policies with a focus on:

- Financial Standards and Procedures – Community Development staff and the City's accounting division work closely to ensure funds drawn through IDIS are used for authorized activities on approved projects. Activity agreements, expense documentation, and approvals must be in place before expending funds.
- Environmental Standards and Procedures – All projects and individual activities requiring environmental reviews per HUD regulations are completed before funding approval. Staff complete the appropriate Environmental Reviews for all CDBG and HOME programs.
- Labor Standards and Procedures – Community Development, Public Works staff, and outside consultants monitor labor standards. Labor requirements are included in all bid documents and reviewed again during the pre-construction meeting.

To ensure long-term compliance with its programs, the City requires that all subrecipients (including City departments) submit quarterly performance reports and requests for reimbursements. Upon submission, staff review the performance reports, which note how many participants benefited from the service and compare it to the subrecipient's goals for the program. Staff also review all reimbursement requests to ensure that expenses are eligible and used to meet the program/project goals. For FY 24-25, subrecipients monitored included the Fair Housing Foundation, Graffiti Abatement, Family Violence Prevention, South Gate Police Explorers.

For CDBG-CV, prior to allocating funding to subrecipients City staff review program applications to ensure that proposed activities respond to, prevent, and/or prepare for the COVID-19 pandemic. Staff also requested that performance reports and requests for reimbursements be submitted quarterly to review program progress and eligibility of expenses. For FY 24-25 CDBG-CV subrecipients that continued to provide services included Southern California Rehabilitation Services – Home Modification Program, California Latino Youth Leadership, and Helpline Youth Counseling.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City has ensured that it has complied with its HUD-approved Citizen Participation Plan. This plan ensures that the City provides the public with sufficient notice and opportunities to review and comment on actions affecting the City's Consolidated Plan, Annual Action Plans, and CAPERs.

The City published a Notice of Public Hearing and a 15-day comment period to receive comments on the CAPER in the *South Gate Press* on September 04, 2025. To ensure that all City residents had the opportunity to make comments, the Notice included the date and time of the hearing, availability of the CAPER for review, the timeframe of the comment period, and details on how to submit their comment(s). The comment period commenced on September 04, 2025, and ended on September 23, 2025; the public hearing was held on September 23, 2025.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

In 2024-2025 the City made one substantial amendment to its Annual Action Plan. In that substantial amendment the City allocated funds to various public facilities improvement projects.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No, it does not

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

CR-50 - HOME 24 CFR 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

In FY 24-25 the City of South Gate enlisted the services of Avant-Garde Inc. to complete on-site inspections and desk monitoring for ten (10) rental HOME-Assisted properties. The City created a schedule and coordinated with property managers to provide supporting documentation and demonstrate compliance with the Department of Housing and Urban Development (HUD) HOME regulations. The monitoring consisted of review of all relevant tenants, maintenance, financial and administrative files as well as property standards that meet HUD requirements along with other applicable regulations.

During monitoring for HOPE Housing, it was found that for both properties, Master Lease Agreements were missing the landlord's initials, and financial documents were missing. Additionally, lease agreements and financial documentation for tenants were also lacking. Staff requested that HOPE housing provide the missing documentation and update their files accordingly. HOPE Housing has been submitting updated information to staff for review with the remaining documents due at the end of August 2025.

Staff conducted desk monitoring for South Gate Realty Group and identified missing financial and program management documents; tenant income documentation was also lacking. Property inspections failed in three units due to safety hazards related to electrical outlets, lighting, and water heater access, as well as a water leak. All outstanding items and work orders for repairs have been provided, and the property is now compliant.

For Newstart Housing Corporation, desk monitoring was conducted for five (5) properties and onsite monitoring for two (2) properties. Common findings included missing property management documents and incomplete tenant files. Newstart Housing Corporation has been submitting updated information to staff for review with the remaining documents due at the end of August 2025.

The City of South Gate will continue to inspect units and monitor property management to ensure ongoing compliance with HUD HOME regulations.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

For all HOME funded rental projects, the City has obtained, reviewed, and approved Marketing Plans and Tenant Leases for compliance with HOME Program regulations.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics.

There was no program income reported for FY 2024-2025 for CDBG or HOME programs.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG
Total Number of Activities	1
Total Labor Hours	9,141
Total Section 3 Worker Hours	0
Total Targeted Section 3 Worker Hours	0

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	
Direct, on-the job training (including apprenticeships).	1
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	
Outreach efforts to identify and secure bids from Section 3 business concerns.	
Technical assistance to help Section 3 business concerns understand and bid on contracts.	
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	
Held one or more job fairs.	
Provided or connected residents with supportive services that can provide direct services or referrals.	
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	
Assisted residents with finding childcare.	
Assisted residents to apply for or attend community college or a four year educational institution.	
Assisted residents to apply for or attend vocational/technical training.	
Assisted residents to obtain financial literacy training and/or coaching.	
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	
Provided or connected residents with training on computer use or online technologies.	
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	
Other.	

Table 15 – Qualitative Efforts - Number of Activities by Program

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South Gate City Clerk

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Yodit Glaze, City Clerk
CITY OF SOUTH GATE /CITY CLERK
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SOUTH GATE, CA - 90280

WWA#: 3962515

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of LOS ANGELES) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:
Fiscal Year 2024-2025 CAPER (English)

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the SOUTH GATE PRESS, a newspaper published in the English language in the city of SOUTH GATE, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 04/19/1929, Case No. 273415. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

09/04/2025

Executed on: 09/04/2025
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

* A 0 0 0 0 0 7 1 9 6 6 5 4 *

Email

PUBLIC NOTICE
CITY OF SOUTH GATE
CITY COUNCIL
NOTICE OF PUBLIC HEARING

The City of South Gate (City) hereby notifies the public of a public hearing on September 23, 2025, to receive public comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2024-2025 Fiscal Year. The CAPER reports the City's progress in meeting the proposed Community Development Block Grant (CDBG) funded activities and projects noted in the City's 2024-2025 Action Plan, as well as its progress in carrying out the City's Consolidated Plan's five-year strategies.

Hearing Date: Tuesday, September 23, 2025
Time: 6:30 p.m. or as soon thereafter as the matter may be heard
Place: City Hall Council Chambers at 8650 California Ave, South Gate, CA 90280
Public Review and Comment Period: The draft Fiscal Year 2024-2025 CAPER will be available for a fifteen-day public review and comment period commencing on September 04, 2025, through September 23, 2025. The draft CAPER will be made available for public review at the City's Community Development Department and online at the City's website at
South Gate Housing Authority City of South Gate
Additional information may be obtained from the Community Development Department, Monday through Thursday, 7:30 AM to 5:00 PM, or by telephoning (323) 563-9535.
Invitation to be heard: All interested persons are invited to the Public Hearing to be heard. In addition, written comments may be submitted to the City Council prior to the hearing. Comments may be submitted in writing by mailing comments to City of South Gate, Community Development Department, Attn: Carol Averell, Housing Manager, 8650 California Avenue, South Gate, CA 90280, via email at caverell2@sogate.org or by calling in during the meeting.
Those desiring a copy of the staff report or further information related to this project should contact:
Contact: Carol Averell, Housing Manager
Phone: (562) 563-9535
E-mail: caverell2@sogate.org
Mailing Address:
City of South Gate -
Community Development Department
8650 California Avenue
South Gate, CA 90280-3075
Accessibility: It is the intention of the City of South Gate to comply with the Americans with Disabilities Act (ADA) in all respects. The City of South Gate will attempt to accommodate attendees in every reasonable manner. Please contact at least 72 hours prior to the above scheduled public hearing to establish need and to determine if additional accommodation is feasible.
ESPAÑOL
Información en Español acerca de esta junta puede ser obtenida llamando al (323) 563-9536
9/4/25
WWA-3962515#
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PUBLIC NOTICE
CITY OF SOUTH GATE
CITY COUNCIL

Office of the
South Gate City Clerk
AUG 26 2025
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Those desiring a copy of the staff report or further information related to this project should contact:

Contact: Carol Averell, Housing Manager
Phone: (562) 563-9535
E-mail: caverell2@sogate.org

Mailing Address: City of South Gate - Community Development Department
8650 California Avenue
South Gate, CA 90280-3075

Accessibility: It is the intention of the City of South Gate to comply with the Americans with Disabilities Act (ADA) in all respects. The City of South Gate will attempt to accommodate attendees in every reasonable manner. Please contact at least 72 hours prior to the above scheduled public hearing to establish need and to determine if additional accommodation is feasible.

ESPAÑOL
Información en Español acerca de esta junta puede ser obtenida llamando al (323) 563-9535

Published: September 04, 2025

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WWA#: 3962519

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of LOS ANGELES) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:
Fiscal Year 2024-2025 CAPER (Spanish)

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the SOUTH GATE PRESS, a newspaper published in the English language in the city of SOUTH GATE, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 04/19/1929, Case No. 273415. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

09/04/2025

Executed on: 09/04/2025
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature

* A 0 0 0 0 0 7 1 9 6 6 5 6 *

Email

AVISO PÚBLICO
CIUDAD DE SOUTH GATE
AYUNTAMIENTO
AVISO DE AUDIENCIA PÚBLICA

La Ciudad de South Gate (Ciudad) notifica al público de una audiencia pública el 23 de septiembre de 2025, para recibir comentarios públicos sobre el Informe Anual Consolidado de Desempeño y Evaluación (CAPER) para el Año Fiscal 2024-2025. El CAPER informa el progreso de la Ciudad en el cumplimiento de las actividades y proyectos financiados por la Subvención en Bloque para el Desarrollo Comunitario (CDBG) propuestos señalados en el Plan de Acción 2024-2025 de la Ciudad, así como su progreso en la implementación de las estrategias quinquenales del Plan Consolidado de la Ciudad.

Fecha de la audiencia: martes 23 de septiembre de 2025

Hora: 6:30 p.m. o tan pronto como se escuche el asunto

Lugar: Cámaras del Concejo Municipal en 8650 California Ave, South Gate, CA 90280

Período de revisión y comentarios públicos: El borrador de CAPER para el año fiscal 2024-2025 estará disponible para un período de revisión y comentarios públicos de quince días a partir del 4 de septiembre de 2025 hasta el 23 de septiembre de 2025. El borrador de CAPER estará disponible para revisión pública en el Departamento de Desarrollo Comunitario de la Ciudad y en línea en el sitio web de la Ciudad en Autoridad de Vivienda de South Gate Ciudad de South Gate, Se puede obtener información adicional del Departamento de Desarrollo Comunitario, de lunes a jueves, de 7:30 a.m. a 5:00 p.m., o llamando al (323) 563-9535.

Invitación a ser escuchadas: Todas las personas interesadas están invitadas a la Audiencia Pública para ser escuchadas. Además, se pueden presentar comentarios por escrito al Concejo Municipal antes de la audiencia. Los comentarios pueden enviarse por escrito enviando comentarios por correo a la Ciudad de South Gate, Departamento de Desarrollo Comunitario, Attn: Carol Averell, Gerente de Vivienda, 8650 California Avenue, South Gate, CA 90280, por correo electrónico a caverell2@sogate.org o llamando durante la reunión.

Aquellos que deseen una copia del Informe del personal o más información relacionada con este proyecto deben comunicarse con:
Contacto: Carol Averell, Gerente de Vivienda
Teléfono: (562) 563-9536
Correo electrónico: caverell2@sogate.org
Dirección postal:
Ciudad de South Gate -
Departamento de Desarrollo Comunitario
8650 Avenida California
South Gate, CA 90280-3075

Accesibilidad: La intención de la ciudad de South Gate es cumplir con la Ley de Estadounidenses con Discapacidades (ADA) en todos los aspectos. La ciudad de South Gate intentará acomodar a los asistentes de todas las maneras razonables. Comuníquese al menos 72 horas antes de la audiencia pública programada anteriormente para establecer la necesidad y determinar si es factible una adaptación adicional.

Publicado: 04 de septiembre de 2025.
9/4/26
WWA-3962519#
SOUTH GATE PRESS

AVISO PÚBLICO
CIUDAD DE SOUTH GATE
AYUNTAMIENTO

Office of the
South Gate City Clerk
AUG 26 2025
FILED

AVISO DE AUDIENCIA PÚBLICA

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Lugar: Cámaras del Concejo Municipal en 8650 California Ave, South Gate, CA 90280

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Autoridad de Vivienda de South Gate Ciudad de South Gate

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Aquellos que deseen una copia del informe del personal o más información relacionada con este proyecto deben comunicarse con:

Contacto: Carol Averell, Gerente de Vivienda
Teléfono: (562) 563-9535
Correo electrónico: caverell2@sogate.org

Dirección postal: Ciudad de South Gate - Departamento de Desarrollo Comunitario
8650 Avenida California
South Gate, CA 90280-3075

Accesibilidad: La intención de la ciudad de South Gate es cumplir con la Ley de Estadounidenses con Discapacidades (ADA) en todos los aspectos. La ciudad de South Gate intentará acomodar a los asistentes de todas las maneras razonables. Comuníquese al menos 72 horas antes de la audiencia pública programada anteriormente para establecer la necesidad y determinar si es factible una adaptación adicional.

Publicado: 04 de septiembre de 2025

Office of the
South Gate City Clerk

SEP 18 2025

FILED

10:55 am

Item No. 2

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Community Development**

Department Director: FOR: Gabriel Perez ***City Manager:*** Rob Houston

SUBJECT: APPROVE A ZONING CODE AMENDMENT TO AMEND TITLE 11, CHAPTER 11.43 (ACCESSORY DWEELING UNITS AND ACCCESSORY STRUCTURES) OF THE SOUTH GATE MUNICIPAL CODE AND FIND THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

PURPOSE: Discussion and consideration of a proposed Ordinance to amend Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) to comply with state law updates.

RECOMMENDED ACTIONS: Following the conclusion of the Public Hearing, the City Council will consider:

a. Waiving the reading in full and introducing an Ordinance amending Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) of the South Gate Municipal Code and;
b. Accepting the determination that the proposed amendment is Exempt from the California Environmental Quality Act ("CEQA") as a "ministerial" project pursuant to CEQA Guidelines Section 15268(a).

PUBLIC NOTIFICATION: Advertising and notification of the public hearing was conducted in compliance with Chapter 11.50.020 of the South Gate Municipal Code. Notice of the hearing was posted and published in the "*South Gate Press*" newspaper on August 28, 2025.

ENVIRONMENTAL EXEMPTION: The City of South Gate has determined that the zoning code amendment is exempt from CEQA as a "ministerial" project pursuant to CEQA Guidelines Section 15268(a).

FISCAL IMPACT: There is no fiscal impact to the General Fund for the recommended action.

BACKGROUND: In January 2021, the City of South Gate established Chapter 11.43 of the South Gate Municipal Code (SGMC), which allowed Accessory Dwelling Units (ADUs) as required by Government Code Section 66323, previously referred to as "granny flats", "in-law suite" or "rumpus rooms". Since this time, the State law regarding ADUs and Junior Accessory Dwelling Units

(JADUs) has continued to be modified as new bills are signed into law by the Governor, such as Assembly Bill (AB) 345, Senate Bill (SB) 897, Assembly Bill (AB) 976, Senate Bill (SB) 477, and Senate Bill (SB) 1211. Table 1 below briefly summarizes the context of the bills staff is proposing to codify.

Table 1: State Law Changes Affecting ADUs/ JADUs

Bill	Effective Date	Summary
AB 345	January 1, 2022	Amend Government Code Section 65852.26 to allow the separate conveyance of an Accessory Dwelling Unit under specific conditions. This applies only if a qualified nonprofit corporation is involved in a program that enables low-income families to buy the ADU with a no-interest loan to a qualified buyer. It also requires the definition of "qualified nonprofit corporation" and "qualified buyer" to ensure these specific criteria are met.
SB 897	January 1, 2023	Amend various Accessory Dwelling Unit Government Code sections to restrict municipalities ability to regulate an ADU's design by requiring municipalities to only impose objective standards on ADUs that include, but not limited to, parking, height, setback, landscape, architectural review, maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historical Resources.
AB 976	January 1, 2024	Amend Government Code Section 65852.2 to remove owner-occupancy requirement for new Accessory Dwelling Unit applications submitted after January 1, 2025. This change limits the City's ability to impose restriction that require the homeowner to live in either the main house or the ADU.
SB 477	March 25, 2024	Reorganize and clarify existing State laws regarding Accessory Dwelling Units and Junior Accessory Dwelling Units. Previously covered under Government Code Sections 65852.2, 65852.22, 95852.23, and 65852.26. ADU regulations are now consolidated under Section 66310 through 66342 to improve coherence without substantive changes to the regulations.
SB 1211	January 1, 2025	Amend Government Code Section 66323 to require municipalities to amended their Accessory Dwelling Unit ordinance to allow up to eight detached ADUs on multifamily parcels, provided the number of ADUs does not exceed the number of units on the lot.

On August 19, 2025, the Planning Commission considered the proposed Ordinance at a duly noticed public hearing. The Commission did not have any concerns regarding the proposed amendments, nor was there any public input at the meeting. Subsequently, Planning Commission voted 5-0 to adopt Resolution No. 2025-07 recommending approval to the City Council.

ANALYSIS: To align South Gate Municipal Code (SGMC) Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) with new State legislation, Staff propose the following changes:

1. Assembly Bill (AB) 345: Amending Chapter 11.43 to allow for the separate conveyance of an Accessory Dwelling Unit (ADU) under specific circumstances and include pertinent definitions for "qualified nonprofit corporation" and "qualified buyer."
2. Senate Bill (SB) 897: Amending Chapter 11.43 to incorporate the states objective design standards as they relate to height requirements, setbacks, unit size, and parking requirements.
3. Assembly Bill (AB) 976: Eliminating the requirement for an owner-restrictive covenant for all Accessory Dwelling Unit applications.
4. Senate Bill (SB) 477: Updating the referenced Government Code Section to reflect the updated Government Code Sections 66310-66342.
5. Senate Bill (SB) 1211: Amending Chapter 11.43 to allow for additional Accessory Dwelling Units on parcels with existing multifamily dwellings – limited to the number of existing units on the lot, not to exceed eight Accessory Dwelling Units.

Attachment 2 provides a detailed list of the proposed changes as they relate to aligning SGMC Chapter 11.43 with the latest ADU State laws. Attachment 3 is a redlined version showing the changes made to SGMC Chapter 11.43. Attachment 4 is a clean copy of SGMC Chapter 11.43.

ATTACHMENTS:

A. Proposed Ordinance
B. South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures) – Summary of Changes
C. Proposed changes to South Gate Municipal Code Chapter 11.43 (Redlined)
D. South Gate Municipal Code Chapter 11.43 (Clean)
E. Resolution 2025-07

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, APPROVING A ZONING CODE AMENDMENT, WHICH AMENDS TITLE 11, CHAPTER 11.43 (ACCESSORY DWELLING UNITS AND ACCESSORY STRUCTURES) OF THE SOUTH GATE MUNICIPAL CODE, AND FINDING THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, a Zoning Code Amendment has been duly initiated by the City of South Gate ("Applicant"); and

WHEREAS, the Zoning Code Amendment would affect all residentially zoned parcels of the City and parcels allowing residential development as applicable within Title 11 of the Municipal Code; and

WHEREAS, the Zoning Code Amendment is described as an amendment to Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) of the South Gate Municipal Code, to ensure compliance with State Law and alignment with the intent of the City's General Plan; and

WHEREAS, Chapter 11.43 of the South Gate Municipal Code contains ordinances regarding accessory dwelling units and accessory structures, the stated purpose of which, according to Section 11.43.010 of that Chapter, is to establish the standards for permitting accessory dwelling units on residential properties in accordance with Section 66310 through 66342 of the California Government Code; and

WHEREAS, since 2021 the California legislature passed, and the Governor of California signed, a number of Senate Bills ("SB") and Assembly Bills ("AB") which affect accessory dwelling units in the State of California; and

WHEREAS, those Bills modified state laws in ways that have caused the above-referenced Chapter of the South Gate Municipal Code to conflict with state law. Those bills are identified as follows and pertain to the following aspects of accessory dwelling unit law:

- AB 345, which allows separate conveyance of ADUs under specific conditions;
- SB 897 which requires only object design standards, such as, but not limited to, parking, height, and setbacks;
- AB 976 which removes owner-occupancy requirement for new accessory dwelling units after January 1, 2025;

- SB 477 which reorganizes accessory dwelling units and junior accessory dwelling units laws into Government Code Section 66310 through 66342;
- SB 1211 which allows up to eight detached accessory dwelling units on multifamily parcels, not exceeding the parcel's total unit count; and

WHEREAS, on August 19, 2025, the Planning Commission voted unanimously, 5-0, to recommend approval of the proposed Ordinance.

WHEREAS, on September 23, 2025, the City Council held a duly noticed public hearing to consider the Planning Commission's recommendation on the proposed Ordinance.

WHEREAS, to avoid conflicts between the South Gate Municipal Code and state law, the City Council now wishes to modify Chapter 11.43 of the South Gate Municipal Code by addressing the requirements in those Bills.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 11.43 of the South Gate Municipal Code is hereby amended as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

SECTION 2. All references herein to "this Ordinance" shall include the modifications set forth in Exhibit "A".

SECTION 3. Many actions undertaken by the City of South Gate are subject to the California Environmental Quality Act, a state law codified at Public Resources Code Sections 21000 through 21189.91 ("CEQA"), and related regulations enacted by the State Resources Agency codified at Title 14 of the California Code of Regulations, Sections 15000 through 15387 (the "CEQA Guidelines"). An action defined as a "project" under CEQA and the CEQA Guidelines is subject to compliance with CEQA, unless exempt. The enactment or amendment of zoning ordinances generally constitutes a project under CEQA, per Section 15378(a)(1) of the CEQA Guidelines. However, "ministerial projects" are exempt from CEQA, pursuant to Section 15268(a) of the CEQA Guidelines. The term "ministerial" is defined by Section 15369 of the CEQA Guidelines as governmental decisions involving little or no personal judgment by the public official, where the official simply applies the law to the facts using fixed standards and objective measurements, rather than subjective discretion. In the case of this Ordinance, the City Council is taking action which merely aligns the City's Zoning Code with the requirements of State law; the City and its councilmembers, commissioners and officers have no discretion to cause the Municipal Code to deviate from State law. Accordingly, the proposed action is exempt from CEQA as a ministerial act under CEQA Guidelines Section 15268(a).

SECTION 4. If any Section, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any 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 passed this Ordinance, and each and every Section, subsection,

sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 5. This Ordinance shall be in full force and effect thirty (30) days after its final passage and adoption.

SECTION 6. The City Clerk shall certify the adoption of this Ordinance and shall cause a copy of the same to be published in a manner prescribed by law.

ADOPTED this ____ day of _____, 2025

CITY OF SOUTH GATE:

_____
Maria Davila, Mayor

ATTEST:

_____
Yodit Glaze, City Clerk

(Seal)

APPROVED AS TO FORM:

_____
Raúl F. Salinas, City Attorney

South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures) Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
South Gate Municipal Code Section (SGMC) 11.43	➢ Senate Bill (SB) 477 reorganizes existing State laws regarding ADUs and JADUs under Government Code Section 66310 – 66342, previous Government Code Sections 65852.2, 65852.22, 65852.23 and 65852.26.	➢ Currently references the outdated Government Code Sections. Revised to be consistent with SB 477.	➢ SGMC 11.43.010 – 11.43.060.
South Gate Municipal Code Section (SGMC) 11.43.020 – Definitions.	➢ Assembly Bill (AB) 345 requires municipalities to allow for the separate conveyance of an ADU under specific conditions. This applies only if a qualified nonprofit corporation is involved in a program that enables low-income families, referred to as 'qualified buyers', to buy the ADU with a no-interest load. It also requires municipalities to amend their ADU ordinance to include the definition of 'qualified nonprofit corporation' and 'qualified buyer' to ensure specific criteria are met.	➢ These definitions are currently absent from SGMC 11.43.020. There are additional definitions that need to be amended or added to provided clarification and align with State definitions.	➢ Amended the definition of an efficiency unit to have a living area of not less than one hundred and fifty square feet to be consistent with California Health and Safety Code Section 17958.1. ➢ Amended the definition of a Junior Accessory Dwelling Unit (JADU) to be consistent with Government Code Section 66313.d. ➢ Amended the definition for livable space to be consistent with Government Code Section 66313.e. ➢ Added the definition for lot coverage to clearly define what is included in lot coverage calculations. ➢ Amended the definition of multifamily to clearly define what structural configurations would be classified as multifamily.

Attachment B

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South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures)
Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
			➢ Added the definitions for qualified buyer and qualified nonprofit corporation consistent with AB 345.
South Gate Municipal Code Section (SGMC) 11.43.030 – Location and Number.	➢ Senate Bill (SB) 897 requires municipalities to only impose objective design standards on ADUs that include, but no limited to, parking, height, setback, landscape, architectural review, maximum size of a unit, and standards that prevent adverse impacts on any real property that is listed in the California Register of Historical Resources. ➢ Senate Bill (SB) 1211 requires municipalities to amended their ADU ordinance to allow up to eight detached ADUs on multifamily properties, provided the number of ADUs does not exceed the number of existing units on the lots.	➢ The current iteration of South Gate Municipal Code 11.43 does not align with State requirements.	➢ Amend SGMC 11.43.030.B regarding setback requirements, allow location placement, and the maximum number of ADUs allowed on parcels with multifamily structures to be consistent with Government Code Section 66323. Also includes the removal of the ADU height restriction that the ADU's roofline cannot exceed that of the primary dwelling.
South Gate Municipal Code Section (SGMC) 11.43.040 – General Provisions.	➢ Assembly Bill (AB) 345 requires municipalities to allow for the separate conveyance of an ADU under specific conditions. This applied only if a qualified nonprofit corporation is involved in a program that enables low-income families, referred to as 'qualified buyers', to buy the ADU with a no-interest loan.	➢ The current iteration of South Gate Municipal Code 11.43 does not align with State requirements.	➢ Amend SGMC 11.43.040.C. clarifying that ADUs may be rented separately from the primary consistent with Government Code Section 66315 and allow the separate conveyance of an ADU from the primary dwelling, under specific circumstances, consistent with Government Code Section 66341. ➢ Amend SGMC 11.43.040.D regarding nonconforming conditions, code

South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures) Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
	➢ Assembly Bill (AB) 976 removed the owner-occupancy requirement for new ADU applications submitted after January 1, 2025. ➢ Senate Bill (SB) 477 reorganizes existing State laws regarding ADUs and JADUs under Government Code Section 66310 – 66342, previous Government Code Sections 65852.2, 65852.22, 65852.23 and 65852.26.		violations, and unpermitted structures to be aligned with Government Code Section 66322.b. ➢ Amend SGMC 11.43.040.E. clarifying that there are no minimum sizes for an ADU, other than what is necessary per building code standards for an efficiency unit, consistent with Government Code Section 66321. ➢ Amend SGMC 11.43.040.F. to align the city's JADU deed restrictions and requirements to be consistent with Government Code Section 66333. As well as remove the code section referencing a deed restriction requirement for ADUs. ➢ Add SGMC 11.43.040.G. regarding residency requirements for ADUs and JADUs consistent with Government Code Section 66315 and 66333. ➢ Add SGMC 11.43.040.H. outlining the criteria needed to be met so an ADU may be sold or conveyed separately from the primary dwelling consistent with Government Code Section 66341. ➢ Add SGMC 11.43.040.I. to limit when the certificate of occupancy for an ADU is issued to only after a certificate of occupancy has been issued for the primary dwelling.

South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures) Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
South Gate Municipal Code Section (SGMC) 11.43.050 – Development Standards.	➢ Senate Bill (SB) 477 reorganizes existing State laws regarding ADUs and JADUs under Government Code Section 66310 – 66342, previous Government Code Sections 65852.2, 65852.22, 65852.23 and 65852.26. ➢ Senate Bill (SB) 1211 requires municipalities to amended their ADU ordinance to allow up to eight detached ADUs on multifamily properties, provided the number of ADUs does not exceed the number of existing units on the lots.	➢ The current iteration of South Gate Municipal Code 11.43 does not align with State requirements.	➢ Amend SGMC 11.43.050.A. to align the total allowed floor area for an ADU to align with Government Code Section 66321. ➢ Amend SGMC 11.43.050.C. to align setback requirements to be consistent with Government Code Section 66321. 66314.c.7. and 66323.2. ➢ Amend SGMC 11.43.050.D. to maintain a building separation requirement, but not to preclude the development of an ADU of at least 800 square feet. ➢ Amend SGMC 11.43.050.E. to increase the allowed height of an ADU to align with Government Code 66321.b.4. ➢ Add SGMC 11.43.050.F to not require a passageway in conjunction with the construction of an ADU consistent with Government Code 66314.d.6. ➢ Amend SGMC 11.43.050.G. to allow for the expansion of accessory structures located on parcels with single-family dwellings to a maximum of 1,000 square feet consist with current planning practice. ➢ Amend SGMC 11.43.050.H. to require one off-street parking space for ADUs located outside ½ a mile from a high-

South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures)
Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
			quality transit stop to be consistent with Government Code Section 66314.c.10. ➢ Add SGMC 11.43.050.I - K. for local building code requirements, wet utility requirements, if any, and demolition of detached garages in conjunction with the construction of an ADU to be consistent with Government Code Section 66314.d.8-9 and 66314.e-f. ➢ Amend SGMC 11.43.050.L to include objective design standards to ensure architectural compatibility with existing primary dwelling, and overall neighborhood. While not allowing these development standards to preclude the development of an ADU of at least 800 square feet. ➢ Amend SGMC 11.43.050.N. to allow for the creation of JADUs through the proposal of new construction, subject to the development standards with the underlining zone and still limited to 500 square feet to align the city ordinance with current planning practice. ➢ Amend SGMC 11.43.050.P. to now require fire sprinklers to be installed in the existing dwelling when an ADU is proposed to align with Government Code Section 66323.

South Gate Municipal Code Section 11.43 (Accessory Dwelling Units and Accessory Structures) Summary of Changes

Regulations	State Law	Municipal Code 11.43	Ordinance Update
			➢ Add SGMC 11.43.050.4. to include limitations on when impact fees can be assessed to align with Government Code Section 66324.c.
South Gate Municipal Code Section (SGMC) 11.43.060 – Application and Review Process.	➢ Senate Bill (SB) 477 reorganizes existing State laws regarding ADUs and JADUs under Government Code Section 66310 – 66342, previous Government Code Sections 65852.2, 65852.22, 65852.23 and 65852.26.	➢ The current iteration of South Gate Municipal Code 11.43 does not align with State requirements.	➢ Amend the verbiage contained in SGMC 11.43.060.A and D regarding the ADU review process to be consistent with Government Code Section 66317 and 66320.
South Gate Municipal Code Section (SGMC) 11.43.070 – Accessory Structures.	➢ Not specified.	➢ SGMC 11.43.070.E currently limits the maximum height of all detached accessory structures to 10 ft. This has led to various pitch proposals that may not always be architecturally compatible with the primary structure.	➢ Amend code section to allow an additional 2 feet in height to accommodate a roof pitch that is aligned with the roof pitch of the primary structure.

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Chapter 11.43
ACCESSORY DWELLING UNITS AND ACCESSORY STRUCTURES*

Sections:

11.43.010 Purpose and intent.

11.43.020 Definitions.

11.43.030 ~~Permitted uses~~Location and Number.

11.43.040 General provisions.

11.43.050 Development standards.

11.43.060 Application and review process.

11.43.070 Accessory structures.

* Prior ordinance history: Ord. 2323.

11.43.010 Purpose and intent.

A. This chapter (the "chapter") establishes the standards for permitting ~~a~~Accessory ~~d~~Dwelling ~~u~~Units ("~~a~~Accessory ~~d~~Dwelling ~~u~~Units") within the ~~c~~City of South Gate, formerly known as "second dwelling units," on residential properties in accordance with Sections ~~65852.2, 65852.22,~~ 66310 through 66342 and ~~65852.26~~ Sections ~~65852.21,~~ 65852.27, and 65863.3 of the California Government Code, as amended and effective ~~January 1, 2020~~March 25, 2024. An accessory dwelling unit that conforms to the development and design standards in this chapter shall:

1. Be deemed an accessory use or an accessory building and not be considered to exceed the allowable density for the lot upon which it is located;

2. Be deemed a residential use that is consistent with the existing general plan and zoning designation for the lot upon which it is located;

3. Not be considered in the application of any ordinance, policy, or program to limit residential growth; and

4. Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.020 Definitions.

For purposes of this chapter the following terms shall have the meanings indicated:

A. "Accessory ~~d~~Dwelling ~~u~~Unit" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. ~~dwelling on a fixed, permanent foundation.~~ It

shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary dwelling is or will be situated~~; provided, however, that a junior accessory dwelling unit may share sanitation facilities with the primary dwelling~~. An Aaccessory Dd~~d~~welling Uu~~u~~nit also includes (i) an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code and (ii) a manufactured home, as defined below and in Section 18007 of the Health and Safety Code. An a~~a~~Accessory Dd~~d~~welling Uu~~u~~nit must be either (a) attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure, or (b) detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling.

B. "Accessory Dd~~d~~welling Uu~~u~~nit permit" means the formal, written approval of the community development director approving the application for an accessory dwelling unit.

C. "Application" means an application for an Aa~~a~~ccessory d~~D~~welling Uu~~u~~nit permit.

D. "Attached" means attached to the primary dwelling.

E. "Building codes" means all of the requirements for authorization for the construction, alteration, improvement, modification, demolition or removal of any structure within the city of South Gate, including all codes adopted by reference in the municipal code, including but not limited to the California Building Code, the California Electrical Code, the California Plumbing Code, the California Mechanical Code, the California Residential Code and all local amendments thereto as adopted by the city in the municipal code.

F. "Building permits" means all authorizations and permissions required in accordance with all applicable building codes.

G. "City" means the Ce~~e~~ity of South Gate.

H. "Detached" means detached from the primary dwelling unit.

I. "Director" means the community development director of the e~~C~~ity of South Gate and all of his/her designees.

J. "Efficiency unit" means a dwelling unit which contains all of the following: (i) a living area of not less than one hundred and fifty ~~two hundred twenty~~ square feet, plus an additional one hundred square feet for each occupant in excess of two; (ii) a separate closet; (iii) a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than thirty inches in front, together with light and ventilation conforming to Part 2.5 of Title 24 of the California Code of Regulations; and (iv) a separate bathroom containing a water closet, lavatory and bathtub or shower.

K. "Existing structure" for the purposes of defining an allowable space that can be converted to an a~~A~~ccessory d~~D~~welling u~~U~~nit means any accessory structure or any space within an existing single-family dwelling or within an existing multifamily dwelling that can be made safely habitable under local building codes at the determination of the building official regardless of any noncompliance with zoning standards.

L. "Junior Aaccessory Ddwelling Uunit" means a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure~~means a dwelling unit created out of space entirely within a proposed or existing single-family residence, and of no more than five hundred square feet in size, which provides independent living facilities for one or more persons and includes permanent provisions for living, an efficiency kitchen, eating and sleeping. A junior accessory dwelling unit shall have independent exterior access. Provisions for sanitation may be provided within the junior accessory dwelling unit or may share sanitation facilities with the primary dwelling. A junior accessory dwelling unit may be permitted as an addition to a single-family residence provided that all other development standards in Section XX are met.~~

M. "Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.

~~M~~N. "Living area" means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

~~N~~O. "Lot" shall mean the single legal parcel of real property upon which the Aaccessory Ddwelling Uunit shall be located.

P. "Lot Coverage" shall be calculated including all covered structures (dwellings, attached and detached garages, shops, sheds, porches, greenhouses, etc.) that require building permits, including lattice and other patio covers. Lot coverage does not include eaves that project two feet or less from building. Lot coverage is determined by the amount of coverage on the lot divided by the lot size, except for flag lots where the pole is not considered as part of the lot size when determining lot coverage.

~~O~~PQ. "Multifamily," "multi-family" or "multiple family" when used in this chapter shall mean buildings containing two or more primary dwelling units. Multiple detached single-family dwellings on the same lot are not considered multi-family for the purposes of this chapter, limited to two detached single-family dwellings.

~~P~~QR. "Municipal code" means the municipal code of the eCity of South Gate.

~~Q~~RS. "Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

~~R~~ST. "Primary dwelling" means a lawfully constructed single-family or multifamily residence existing or proposed on the lot where the accessory dwelling unit may be permitted.

~~S~~TU. "Proposed dwelling" means a dwelling that is the subject of a permit application submitted to the city and that meets the requirements for permitting in the city.

~~T~~UV. "Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

W. "Qualified Buyer" means persons and families of low or moderate income, as that term is defined in Section 50093 of the Health and Safety Code.

X. "Qualified Nonprofit Corporation" means a nonprofit corporation organized to Section 501(c)(3) of the Internal Revenue Code that has received a welfare exemption under Section 214.15 of the Revenue and Taxation Code for properties intended to be sold to low-income families who participate in a special no-interest loan program.

~~U~~V~~Y~~. Other words and phrases used in this chapter shall have the same meaning as provided in the South Gate Municipal Code.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.030 ~~Permitted uses~~Location and Number.

A. Location of Accessory Dwelling Units. The provisions of this section authorize an ~~a~~Accessory D~~d~~welling U~~u~~nit to be located on a lot in any zoning district where residential use is permitted or conditionally permitted that includes a proposed or existing primary dwelling.

B. Number Allowed.

1. Single-Family Parcels.

(a) On lots with one existing or proposed single-family dwelling or two single-family dwelling, detached from each other, one A~~a~~ccessory D~~d~~welling U~~u~~nit and one J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit may be permitted if all of the following apply:~~.~~

(i~~A~~) The A~~a~~ccessory D~~d~~welling U~~u~~nit or J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit is within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(ii~~B~~) The space has exterior access from the proposed or existing single-family dwelling.

(iii~~C~~) The side and rear setbacks are sufficient for fire and safety.

(iv~~D~~) The J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit complies with the requirements of Government Code sections 66333 through 66339.

~~2.~~

(b) As an alternative to (but not in addition to) the number allowed by paragraph B.1.(a) above, on lots with one existing or proposed single-family dwelling, one detached, new construction, ~~a~~Accessory D~~d~~welling U~~u~~nit that does not exceed four-foot side and rear yard setbacks may be permitted, and that A~~a~~ccessory D~~d~~welling U~~u~~nit may be combined with a J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit meeting the requirements of paragraph B.1.(a) above. -The total floor area of the A~~a~~ccessory D~~d~~welling U~~u~~nit

~~(including any junior accessory dwelling unit contained therein)~~ shall not exceed 800 square feet; whereas, the total floor area of the Junior Accessory Dwelling Unit shall not exceed 500 square feet.

~~On lots with more than one detached single-family dwelling, one accessory dwelling unit created by using space within the proposed or existing space of one of the single-family dwellings and one detached accessory dwelling unit with four-foot side and rear yard setbacks of no more than eight hundred square feet and sixteen feet high may be permitted. On lots with existing multiple-family dwellings, accessory dwelling units are allowed~~

2~~3~~. Multi-Family Parcel.

(a) At least one such A~~a~~accessory D~~d~~welling U~~u~~nit shall be allowed within an existing multifamily structure, and up to a maximum of twenty-five percent of the existing multiple-family dwelling units may be converted to A~~a~~ccessory D~~d~~welling U~~u~~nits. Multiple A~~a~~ccessory D~~d~~welling U~~u~~nits may be created within the portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each unit complies with state building standards for dwellings. ~~At least one such accessory dwelling unit shall be allowed within an existing multifamily structure, and up to a maximum of twenty-five percent of the existing multiple-family dwelling units may be converted to accessory dwelling units.~~

~~4.~~ (b) Multiple ~~permitted or no more than two~~ detached A~~a~~ccessory D~~d~~welling U~~u~~nits, not to exceed the number specified in clause (i~~A~~) or (ii~~B~~) below, as applicable, may be ~~permitted~~ built on a lot ~~with~~ that has an existing or proposed multifamily dwelling~~s~~. The ~~two~~ detached A~~a~~ccessory D~~d~~welling U~~u~~nits are subject to a ~~height limit of sixteen feet except where it would not exceed the roofline of the primary dwelling, and a~~ side and rear yard setback~~s~~ of four feet.

(i~~A~~) On a lot with an existing multifamily dwelling, not more than eight detached A~~a~~ccessory D~~d~~welling U~~u~~nits. However, the number of A~~a~~ccessory D~~d~~welling U~~u~~nits allowable pursuant to this clause shall not exceed the number of existing units on the lot.

(ii~~B~~) On a lot with a proposed multifamily dwelling, not more than two detached A~~a~~ccessory D~~d~~welling U~~u~~nits.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.040 General P~~p~~rovisions.

The following provisions shall apply to all A~~a~~ccessory D~~d~~welling U~~u~~nits and Junior Dwelling Units:

A. Residential Use. An Aaccessory Ddwelling Uunit shall be used only for residential purposes and no business, enterprise or occupation shall be conducted, permitted or allowed within the Aaccessory Ddwelling Uunit.

B. Compliance with Chapter. No Aaccessory Ddwelling Uunit may be constructed, maintained, improved, altered, enlarged, modified, permitted or allowed within the city except as provided in this chapter and within zones that permit residential uses.

C. Rental and Sale Limitations. Accessory Ddwelling Uunits may be rented separate from the primary residence. If rented, the rental term shall not be for less than thirty days. The Aaccessory Ddwelling Uunit shall not be sold or otherwise conveyed separately from the primary dwelling, except as set forth in subsection JHG of this section.

D. Any legally permitted structure, or a structure constructed in the same location and to the same dimensions as a legally permitted structure, which is to be converted to an accessory dwelling unit may be converted or built without any additional setbacks.

E. Nonconforming Residential Structures. Any nonconforming zoning conditions on the subject property shall not require correction for the purpose of adding either an accessory dwelling unit or a junior accessory dwelling unit.D. Nonconforming Conditions, Code Violations, or Unpermitted Structures. The city shall not deny an application for a permit to create an Aaccessory Ddwelling Uunit due to the correction of 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 Aaccessory Ddwelling uUnit.

FE. No Minimum Size. There shall be no minimum size for accessory dwelling units which are converted from existing space, besides that which is necessary per building code standards for an efficiency unit.

GF. Deed Restrictions for Junior Accessory Dwelling Units. Before the city will issue a certificate of occupancy for a Jjunior Aaccessory Ddwelling Uunit in a single family residence, the property owner shall file record a deed restriction with the Los Angeles Ceounty rRecorder in the county recorder's office, and provide the city with a copy bearing the recording information, a which deed restriction, which has been approved by the city attorney as to its form and content and which includes both of the following, containing a reference to the deed under which the property was acquired by the owner and stating that:

1. A prohibition on the sale of the Jjunior Aaccessory Ddwelling unit separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers. The junior accessory dwelling unit shall not be sold or otherwise conveyed separately from the primary dwelling, and rental of a junior accessory dwelling unit shall be for a period of longer than thirty days.

2. A restriction on the size and attributes of the Jjunior Aaccessory Ddwelling unit that conforms with this ChapterThe applicant and all subsequent owners of the lot shall at all times occupy, as his or her primary residence, either the remaining portion of the primary

~~dwelling or the newly created junior accessory dwelling unit. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization~~.

~~3. A restriction of the junior accessory dwelling unit size and attributes exists as required by Sections~~ 11.43.050~~(A)(3), (G), (J), (K), and (M)(2).~~

~~H. Before being issued a certificate of occupancy for an accessory dwelling unit, the property owner shall file with the county recorder a covenant agreement, which has been approved by the city attorney as to its form and content, containing a reference to the deed under which the property was acquired by the owner stating that:~~

~~1. The accessory dwelling unit shall not be sold or otherwise conveyed separately from the primary dwelling, and rental of an accessory dwelling unit shall be for a period of longer than thirty days.~~

~~2. The accessory dwelling unit has been constructed in compliance to this chapter and for residential purposes in accordance to plans approved by the city.~~

~~I. For any accessory dwelling unit application on a lot with an existing or proposed single-family dwelling which is received on or after January 1, 2025, the owner of the subject property and all subsequent owners shall be the occupant of either the primary residence or the accessory dwelling unit, and such restriction shall be recorded on an instrument as approved by the city attorney and shall run with the land.~~

G. Residency Requirements.

1. Accessory Dwelling Units: Except for a sale pursuant to subsection H below, and except for J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nits pursuant to subsection (G)(2) below, no owner of the subject lot shall be required to occupy either the primary residence ~~the~~ or a~~A~~ccessory D~~d~~welling ~~u~~Unit as the owner's residence.

2. Junior Accessory Dwelling Units. Owner-occupancy shall be required in the single family residence in which the J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit will be permitted. The owner may reside in either the remaining portion of the structure or the newly created J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit. Owner-occupancy shall not be required if the owner is a governmental agency, land trust, or housing organization.

~~J~~H. Sales to Qualified Buyers. An accessory ~~dw~~Delling U~~u~~nit may be sold or conveyed separately from the primary dwelling to a qualified buyer if all of the criteria in subsections (~~JG~~H)(1) through (5) of this section are met. For the purposes of this subsection, the term "qualified buyer" means persons or families of low or moderate income, as that term is defined in Health and Safety Code Section 50093.

1. The A~~a~~ccessory D~~d~~welling U~~u~~nit or the primary dwelling was built or developed by a qualified nonprofit corporation. For purposes of this subsection, the term "qualified

nonprofit corporation" means a nonprofit corporation organized pursuant to Internal Revenue Code Section 501(c)(3) that has received a welfare exemption under Revenue and Taxation Code Section 214.15 for properties intended to be sold to low-income families who participate in a special no-interest loan program.

2. There is an enforceable restriction on the use of the land pursuant to a recorded contract between the qualified buyer and the qualified nonprofit corporation that satisfies all of the requirements specified in Revenue and Taxation Code Section 402.1(a)(10).

3. The property is held pursuant to a recorded tenancy in common agreement that includes all of the following:

(a) The agreement allocates to each qualified buyer an undivided, unequal interest in the property based on the size of the dwelling that each qualified buyer occupies.

(b) A repurchase option that requires the qualified buyer to first offer the qualified nonprofit corporation a right to buy the ~~a~~Accessory D~~d~~welling U~~u~~nit or primary dwelling if the buyer desires to sell or convey the property.

(c) A requirement that the qualified buyer occupy the A~~a~~ccessory D~~d~~welling U~~u~~nit or primary dwelling as the buyer's principal residence.

(d) Affordability restrictions on the sale and conveyance of the A~~a~~ccessory D~~d~~welling U~~u~~nit or primary dwelling that ensure the A~~a~~ccessory D~~d~~welling U~~u~~nit and primary dwelling will be preserved for low-income housing for forty-five years for owner-occupied housing units and will be sold or resold to a qualified buyer.

(e) Delineation of all areas of the property that are for the exclusive use of a cotenant. Each cotenant shall agree not to claim a right of occupancy to an area delineated for the exclusive use of another cotenant; provided, that the latter cotenant's obligations to each of the other cotenants have been satisfied.

(f) Delineation of each cotenant's responsibility for the costs of taxes, insurance, utilities, general maintenance and repair, improvements, and any other costs, obligations, or liabilities associated with the property. This delineation shall only be binding on the parties to the agreement, and shall not supersede or obviate the liability, whether joint and several or otherwise, of the parties for any cost, obligation, or liability associated with the property where such liability is otherwise established by law or agreement with a third party.

(g) Procedures for dispute resolution among the parties before resorting to legal action.

4. A grant deed naming the grantor and grantee, and describing the property interest being transferred, shall be recorded in Los Angeles County. A preliminary change of

ownership report shall be filed concurrently with that grant deed pursuant to Revenue and Taxation Code Section 480.3.

5. If requested by a utility providing service to the primary dwelling, the accessory dwelling unit shall have a separate water, sewer, and/or electrical connection to that utility.

~~Statutory Reference: Government Code § 65852.26, as modified by AB 345 (September 28, 2021).~~Nothing in this section limits the ability of an accessory dwelling unit to be sold or otherwise conveyed separate from the primary residence as a condominium pursuant to an ordinance adopted under Government Code Section 66342.

I. Issuance of Certificate of Occupancy. The city shall not issue a certificate of occupancy for an A~~a~~ccessory D~~d~~welling U~~u~~nit before the city issues a certificate of occupancy for the primary dwelling.

(Ord. 2022-02-CC (Exh. A § 7), 3-8-22; Ord. 2021-01-CC § 3, 1-26-21)

11.43.050 Development S~~s~~tandards.

An A~~a~~ccessory D~~d~~welling U~~u~~nit may be attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure, or detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling.

A. Floor Area. The following floor area standards for ~~a~~Accessory D~~d~~welling U~~u~~nits apply:

1. The total floor area of an ~~A~~attached Aaccessory D~~d~~welling U~~u~~nit shall not exceed~~s shall not exceed the greater of (a) fifty percent of the existing primary dwelling or either (b)~~ eight hundred fifty square feet if the Accessory Dwelling Unit has one bedroom or less, and shall not exceed 1,000 square feet if the Accessory Dwelling Unit has more than one bedroom.~~for a studio or one-bedroom unit or (c) one thousand square feet for a unit of more than one bedroom, whichever is less; provided, however, that these floor area requirements shall not preclude an accessory dwelling unit of at least eight hundred square feet from being constructed.~~

2. If the Accessory Dwelling Unit is attached to an existing primary dwelling, the maximum total floor area of the Accessory Dwelling Unit shall be limited to the smaller of (a) the square footage specified in subsection A.1 above, or (b) fifty percent (50%) of the total floor area of the existing primary dwelling. ~~The total floor area of a D~~d~~etached accessory dwelling units shall not exceed 1,200 square feeteight hundred fifty square feet for a studio or one-bedroom unit or one thousand square feet for a more than one-bedroom unit.~~

3. Junior ~~a~~Accessory D~~d~~welling U~~u~~nits shall not exceed five hundred square feet.

B. Lot Coverage. The following lot coverage standards for ~~a~~Accessory D~~d~~welling U~~u~~nits apply:

1. The first eight hundred square feet of either an attached or detached Aaccessory Ddwelling Uunit will not count towards the lot coverage of the subject property. Any additional footprint after eight hundred square feet will count towards the lot coverage of the property and the lot coverage limits of the underlying zone shall apply.

2. An Aaccessory Ddwelling Uunit constructed in the same location and to the same dimensions as an existing accessory structure that is converted to an accessory dwelling does not count towards the lot coverage of the property.

C. Minimum ~~Yard Areas~~Setbacks. The following ~~minimum yard~~ setback requirements apply:

1. ~~Front Yards. The provisions of the applicable underlying zoning designation of the subject property shall apply.~~ No setback shall be required for an existing living area or accessory structure or a structure constructed in the same location and to the same dimensions as an existing structure that is converted to an Aaccessory Ddwelling Uunit or to a portion of an accessory dwelling unit

2. ~~Rear Yards. The minimum rear yard shall be four feet.~~For all other Aaccessory Ddwelling Uunits, a setback of four feet ~~form~~from the side and rear lines shall be required, and the front setback shall be as required in the underlying zoning designation of the subject property shall apply~~designation~~. Accessory Dwelling Units that are 800 square feet or less may be located within the front yard setback area of the underlying zoning designation, if there is no other area on the parcel that can accommodate the Accessory Dwelling Unit, as determined by the director of community development, provided that the front yard setback shall not be less than four feet.

~~3. Side Yards. The minimum side yard shall be four feet.~~

D. Building Separation. There shall be a minimum of six feet separating all construction of the detached Accessory Dwelling Unit from the main building(s) or other accessory structure(s) on the same lot; however, the building separation shall not preclude the development of an 800 square foot Accessory Dwelling Unit, per Government Code Section 66323, subdivision (a)(2).

E. Building Height. The following maximum building height ~~requirements~~ limits (measured from the finished grade to the peak of the roof) apply:

1. A height of 16 feet for a detached ~~a~~Accessory Ddwelling Uunit on a lot with an existing or proposed single family or multifamily dwelling unit. ~~Detached accessory dwelling units may not exceed sixteen feet in height, measured from the finished grade to the peak of the roof. Attached accessory dwelling units may not exceed the height of the roofline of the primary dwelling.~~

2. A height of 18 feet for a detached ~~a~~Accessory ~~d~~Dwelling ~~u~~Unit on a lot with an existing or proposed single family or multifamily dwelling unit that is within one-half of one mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The c~~C~~ity shall also allow an additional two feet in height to accommodate a roof pitch on the accessory

dwelling unit that is aligned with the roof pitch of the primary dwelling unit. ~~Accessory dwelling units shall not be constructed above a detached garage except where it would not exceed the roofline of the primary dwelling measured from finished grade to the peak of the roof.~~

3. A height of 18 feet for a detached Aaccessory Ddwelling Uunit on a lot with an existing or proposed multifamily, multistory dwelling. ~~Accessory dwelling units and junior accessory dwelling units shall have a vertical clearance from finished floor to ceiling within the habitable space up to eight feet.~~

4. A height of 25 feet or the height limitation in the City's Zoning Code that applies to the primary dwelling, whichever is lower, for an Aaccessory dDwelling uUnit that is attached to a primary dwelling. Notwithstanding the foregoing, no Aaccessory Ddwelling Uunit shall exceed two stories.

~~E. Building Separation. There shall be a minimum of six feet separating all construction (including eaves and similar architectural features) of the detached accessory dwelling unit from the main building(s) or other accessory building(s) on the same lot.~~

F~~E~~. No Passageway. No passageway shall be required in conjunction with the construction of an Aaccessory Ddwelling Uunit.

G~~F~~. Expansion of Existing Structure. An ~~a~~Accessory ~~d~~Dwelling Uunit created within an existing accessory structure or an existing primary dwelling may include an expansion of not more than one hundred~~-~~-fifty square feet beyond the same physical dimensions as the existing accessory structure or existing primary dwelling. An expansion beyond the physical limitation of the existing accessory structure or existing primary dwelling shall be limited to accommodating ingress and egress. This expansion will be exempt from local development standards.

1. Accessory structures located within parcels with a single-family dwelling are allowed to be converted and expanded to a maximum of one thousand square feet. The proposed expansion is subject to the development standards of the underlying zone.
~~1.~~2. Accessory structures located within parcels with multi-family dwellings are not allowed to be expanded beyond one hundred-fifty square feet as listed in the above section G.

H~~G~~. Parking. ~~No parking shall be required for any accessory dwelling unit or for any junior accessory dwelling unit.~~One off-street parking space shall be provided for each Aaccessory Ddwelling Uunit. These spaces may be provided as tandem parking on a driveway. Off-street parking shall also be permitted in setback areas in locations determined by city or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions. Notwithstanding the foregoing, no additional parking spaces shall be required in any of the following instances:

1. When a garage, carport, covered parking structure, or uncovered parking space is demolished in conjunction with the construction of an ~~a~~Accessory Ddwelling ~~u~~Unit or

converted to an Aaccessory Ddwelling Uunit, those off-street parking spaces need not be replaced.

2. No parking ~~spaces are~~ is required for a Jjunior Aaccessory Ddwelling Uunit.

3. No parking is required ~~need be provided~~ for an Aaccessory Ddwelling Uunit in any of the following circumstances:

(a) Wwhere the Aaccessory Ddwelling Uunit is located within one-half of one mile walking distance of public transit;

(b) Wwhere the Aaccessory Ddwelling Uunit is located within an architecturally and historically significant historic district;

(cc) Wwhere the Aaccessory Ddwelling Uunit is part of the proposed or existing primary residence or an accessory structure;

(d) Wwhchen on-street parking permits are required but not offered to the occupant of the Aaccessory Ddwelling Uunittil;

(e) Wwhhenen there is a car share vehicle located within one block of the aAccessory Ddwelling Uunit; or

(f) Wwhen a permit application for an Aaccessory Ddwelling Uunit is submitted with a permit application to create a new single-family dwelling or a new multifamily dwelling on the same lot, provided that the aAccessory Ddwelling Uunit or the parcel satisfies any other criteria listed in this subdivision.

IH. Local Building Code Requirements. Local building code requirements that apply to detached dwellings shall apply to detached Aaccessory Ddwelling Uunits, except that the construction of an accessory dwelling unit shall not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code (Title 24 of the California Code of Regulations), unless the city building official makes a written finding based on substantial evidence in the record that the construction of the Aaccessory Ddwelling Uunit could have a specific, adverse impact on public health and safety. Nothing in this paragraph shall be interpreted to prevent the city from changing the occupancy code of a space that was unhabitable space or was only permitted for nonresidential use and was subsequently converted for residential use pursuant to this Chapter.

JI. Private Sewage Disposal or Onsite Wastewater Treatment Systems. If a private sewage disposal system will being used in connection with the aAccessory Ddwelling Uunit, approval by the local health officer shall be a condition to the issuance of the permit for the aAccessory Ddwelling Uunit. The city may require, as part of the application for a permit to create an Aaccessory Ddwelling Uunit connected to an onsite wastewater treatment system, a percolation test completed within the last five years, or, if the percolation test has been recertified, within the last 10 years.

KJ. Detached Garages. A demolition permit application for a detached garage that is to be replaced with an Aaccessory Ddwelling Uunit shall be submitted reviewed with the application for the aAccessory dDwelling uUnit, and both permits shall be issued at the same time. The applicant shall not be required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an Aaccessory Ddwelling Uunit, unless the property is located within an architecturally and historically significant historic district.

HLK. Design Standards. The following design standards shall apply to all Aaccessory Ddwelling Uunits; however, the façade limitation shall not preclude the development of an 800 square foot or less Accessory Dwelling Unit, per Government Code Section 66323, subdivision (a)(1)-(4): :

1. An attached aAccessory dDwelling uUnit shall not involve any changes to existing street facing walls nor to existing floor and roof elevations..

2. This subsection shall not be interpreted to prohibit a prefabricated structure or manufactured home, as defined in Section 18007 of the California Health and Safety Code.

3. Accessory Dwelling Unit design shall integrate building-mounted lighting consistent with the design and character of the structure, at all proposed exterior entrances.

(a). All exterior lighting shall be shielded in a way so that no light spills onto adjacent properties.

4. The design, pitch, color, material, and texture of the roof and eave details of an Accessory Dwelling Unit shall be substantially the same as the primary unit.

5. The color, material, and texture of all building walls, windows, and doors of an Accessory Dwelling Unit shall be similar to and compatible with the primary unit.

6. Accessory Dwelling Unit's architectural style and scale shall match the primary dwelling.

7. Except for a master bedroom that leads to an exterior area, no bedroom shall have a door that leads to an exterior area.

IML. Garage Conversions. Garage conversions shall be allowed subject to the following provisions:

1. No additional setback shall be required for an existing garage which is converted to an Aaccessory Ddwelling Uunit.

2. The garage door shall be removed and replaced with a new facade. The new facade shall include a minimum of one window or entryway.

JNM. Junior Accessory Dwelling Units. One junior accessory dwelling unit shall be permitted on lots with an existing or proposed primary dwelling and no more than one detached accessory dwelling unit subject to the following provisions:

1. ~~1.~~ The Jjunior Aaccessory Ddwelling Uunit shall be fully located within the walls of an existing or proposed primary dwelling. For purposes of the preceding sentence, enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing primary dwelling.

   a. A Junior Accessory Dwelling Unit may be proposed as new construction as long as all the following criteria are met:

      i. Junior Accessory Dwelling Unit is limited to 500 square feet.

      ii. Junior Accessory Dwelling Unit is limited to a studio.

      ~~i.~~iii. New construction to accommodate a Junior Accessory Dwelling Unit is subject to all development standards applicable to the underlining zone.

2. The unit shall be no more than five hundred square feet in floor area.

3. The unit ~~unit may maintain an interior connection to the primary dwelling and~~ shall provide an exterior entrance separate from the primary dwelling entrance.

4. The unit may contain separate sanitation facilities or may share sanitation facilities with the primary dwelling. If those facilities are shared, the Jjunior Aaccessory Ddwelling Uunit shall include (in addition to the separate entrance from the main entrance to the structure as required in the preceding paragraph), an interior entry to the main living area.

5. The unit shall include an efficiency kitchen that shall include the following components:

   ~~a. i.~~ A cooking facility with appliances; and

   a.

   b. ~~ii.~~ A food preparation counter and storage cabinets.

~~K~~NO. Interior Amenities. Washer/dryer hookups shall be provided within an ~~a~~Accessory Ddwelling Uunit or the hookups may be provided within a shared common space.

~~L~~PO. Fire Sprinklers. Accessory Ddwelling Uunits shall not be required to provide fire sprinklers if they are not required for the primary residence. The construction of an Aaccessory Ddwelling Uunit shall not trigger a requirement for fire sprinklers to be installed in the existing dwelling.

~~M~~QP. Utility Connections and Fees.

1. Accessory ddDwelling uUnits shall not be considered new residential uses for the purposes of calculating city and county connection fees or capacity charges for utilities, including water and sewer service, unless the Aaccessory Ddwelling Uunit was constructed in conjunction with a new primary dwelling.

2. For a Jjunior Aaccessory Ddwelling Uunit or an Aaccessory Ddwelling Uunit located within the existing primary dwelling, a new or separate utility meter shall not be

required and a related connection or capacity fee may not be charged, unless the ~~a~~Accessory D~~d~~welling ~~u~~Unit has been constructed with a new primary dwelling.

3. When the A~~a~~ccessory D~~d~~welling U~~u~~nit is attached or detached, a new or separate utility meter shall not be required.

4. The city shall not impose any impact fee upon the development of an A~~a~~ccessory D~~d~~welling U~~u~~nit less than 750 square feet. Any impact fees charged for an A~~a~~ccessory D~~d~~welling U~~u~~nit of 750 square feet or more shall be charged proportionately in relation to the square footage of the primary dwelling unit. As used herein, "impact fee" has the same meaning as the term "fee" as defined in subdivision (b) of Government Code Section 66000, except that it also includes fees specified in Government Code Section 66477. "Impact fee" does not include any connection fee or capacity charge charged by the city or any other local agency, special district, or water corporation.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.060 Application and R~~r~~eview P~~p~~rocess.

A. Processing Application. Within sixty days of receipt of a completed application, submitted with all supporting documentation to the specifications provided by the director and, if applicable, all fees required for building permits, development and planning approvals, authorizations and permissions, in accordance with Government Code Sections 66000 et seq., the permit application shall be either approved or denied. ~~, the director shall issue an accessory dwelling unit permit,~~The permit application shall be considered and approved ministerially, without discretionary review or hearing, upon making a determination that the proposed accessory dwelling unit would be in compliance with this chapter and that all required approvals, permits, authorizations and permissions exist for the lawful use of the accessory uses or will be issued by the appropriate agency or department. Notwithstanding the foregoing sixty-day issuance requirement, if the permit application to create an A~~a~~ccessory D~~d~~welling U~~u~~nit or a J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit is submitted with a permit application to create a new single-family dwelling on the lot, the city may delay acting on the permit application for the A~~a~~ccessory D~~d~~welling U~~u~~nit or the J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~ni~~t~~t until the city acts on the permit application to create the new single-family dwelling, but the application to create the A~~a~~ccessory D~~d~~welling U~~u~~nit or J~~j~~unior A~~a~~ccessory D~~d~~welling U~~u~~nit shall be considered without discretionary review or hearing. If the applicant requests a delay, the sixty-day time period shall be tolled for the period of the delay.

B. Health Official Approval. In the event that the property is served by a functioning private sewage disposal system, any application for an ~~a~~Accessory ~~d~~Dwelling ~~u~~Unit must be approved by the health official for the city before an accessory dwelling unit permit may be issued by the director.

C. Conditions of Approval. The director may include conditions on the ~~a~~Accessory D~~d~~welling U~~u~~nit permit that are consistent with this chapter.

D. If the city denies an application for an Aaccessory Ddwelling Uunit or a Jjunior Aaccessory Ddwelling Uunit pursuant to subsection A above, the city shall, within the time period described in subsection A above, return in writing 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 by the applicant.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.070 Accessory Sstructures.

The following provisions, in combination with Section 11.43.060 (Application and review process), are minimum requirements for all accessory structures:

A. Nonhabitable accessory buildings or structures include but are not limited to the following:

1. Garages;
2. Carports;
3. Workshops;
4. Storage rooms or sheds;
5. Detached patio covers;
6. Pool bathrooms.

B. All nonhabitable accessory buildings or structures, with the exception of a pool bathroom, are not permitted to contain a bathroom.

C. Pool bathrooms consisting of a three-quarter bathroom are permitted in conjunction with the development of a pool or when a pool exists on the lot.

D. With the exception of a garage or an accessory dwelling unit, a detached accessory structure shall not be located in the front of the main building or directly between the main building and the street.

E. All detached accessory structures or buildings within residential zones, except accessory dwelling units, shall be a minimum of five feet from any property line, unless otherwise expressed in this code, be located at least six feet from the main building and be no taller than ten feet high. Garages are allowed an additional 2-feet in height to accommodate a roof pitch that is aligned with the roof pitch of the primary structure.

F. Accessory structures are not permitted above a detached garage in residential zones.

G. Canopy Structures. The following regulations apply to canopy structures on a residential lot:

1. Canopy structures shall not be not be located on any lot for a period of more than three days.

2. Canopy structures shall not be located within the view of a public right-of-way, front or side yard area or driveway.

3. Canopy structures with a maximum projected canopy area of two hundred square feet, maximum height of twelve feet and a maximum length of twenty feet may be located within a rear yard area.

4. Reflective, mirrored type covering material shall be prohibited.

H. Storage Containers. Storage containers may be located on a lot developed with a single-family residence on a temporary basis, subject to the following standards:

1. Short-Term Location. One storage container may be located on a lot up to a total of fourteen days in any calendar year without the approval of any permit.

2. Administrative Review. One storage container may be located on a lot for up to six months in conjunction with permitted construction activity on the same lot, subject to approval pursuant to an administrative review. Approval pursuant to an administrative review for this purpose may only be undertaken in conjunction with construction activity for which a valid city building and/or grading permit has been issued and continues to remain active and valid. Regardless of the time period for which the presence of the container is approved pursuant to an administrative review, the right to keep the storage container on the lot shall automatically expire upon the expiration or termination of all grading and building permits, or upon the final inspection and completion of associated construction activity. In cases where a storage container has been located on a lot in an unauthorized manner prior to approval by an administrative review, any approved time duration shall commence and run from the date during which the location of the storage container on the lot was first documented.

3. Where the temporary presence of a storage container has been approved by an administrative review, the deadline for removal of the container may be extended for up to six months by the director of community development for good cause.

4. Location. The location of a temporary storage container shall be subject to approval pursuant to an administrative review and shall take into consideration such factors as visibility from the street and surrounding properties, and visual and privacy impacts to surrounding properties. The storage container may only be located in the front yard when location in other areas is not feasible or would create other impacts. Location of a storage container on a driveway may only be approved where access to the garage or carport can continue to be provided for at least one vehicle.

5. Size. Storage containers shall be no greater than twenty feet in length, ten feet in height, and ten feet in width.

6. Permanent Placement. Permanent placement of storage containers is prohibited on vacant lots and lots developed with residential uses.

I. Garages and Carports. Garages and carports shall have a minimum interior clear width of eighteen feet and depth of twenty feet between columns or walls. Three-car garages shall have a minimum interior clear width of twenty-seven feet and depth of twenty feet.

1. Tandem garage parking is permitted in NL or NM zones to comply with a required three-car garage for a single residential unit. This requires a garage to have a minimum of two parking spaces side-by-side at the garage entrance and minimum nine feet by twenty feet shall be provided behind.

(Ord. 2021-01-CC § 3, 1-26-21)

Chapter 11.43
ACCESSORY DWELLING UNITS AND ACCESSORY STRUCTURES*

Sections:

11.43.010 Purpose and intent.

11.43.020 Definitions.

11.43.030 Location and Number.

11.43.040 General provisions.

11.43.050 Development standards.

11.43.060 Application and review process.

11.43.070 Accessory structures.

* Prior ordinance history: Ord. 2323.

11.43.010 Purpose and intent.

A. This chapter (the "chapter") establishes the standards for permitting Accessory Dwelling Units ("Accessory Dwelling Units") within the City of South Gate, formerly known as "second dwelling units," on residential properties in accordance with Sections 66310 through 66342 and Sections 65852.27, and 65863.3 of the California Government Code, as amended and effective March 25, 2024. An accessory dwelling unit that conforms to the development and design standards in this chapter shall:

1. Be deemed an accessory use or an accessory building and not be considered to exceed the allowable density for the lot upon which it is located;

2. Be deemed a residential use that is consistent with the existing general plan and zoning designation for the lot upon which it is located;

3. Not be considered in the application of any ordinance, policy, or program to limit residential growth; and

4. Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.020 Definitions.

For purposes of this chapter the following terms shall have the meanings indicated:

A. "Accessory Dwelling Unit" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary dwelling is or will be

situated. An Accessory Dwelling Unit also includes (i) an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code and (ii) a manufactured home, as defined below and in Section 18007 of the Health and Safety Code. An Accessory Dwelling Unit must be either (a) attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure, or (b) detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling.

B. "Accessory Dwelling Unit permit" means the formal, written approval of the community development director approving the application for an accessory dwelling unit.

C. "Application" means an application for an Accessory Dwelling Unit permit.

D. "Attached" means attached to the primary dwelling.

E. "Building codes" means all of the requirements for authorization for the construction, alteration, improvement, modification, demolition or removal of any structure within the city of South Gate, including all codes adopted by reference in the municipal code, including but not limited to the California Building Code, the California Electrical Code, the California Plumbing Code, the California Mechanical Code, the California Residential Code and all local amendments thereto as adopted by the city in the municipal code.

F. "Building permits" means all authorizations and permissions required in accordance with all applicable building codes.

G. "City" means the City of South Gate.

H. "Detached" means detached from the primary dwelling unit.

I. "Director" means the community development director of the City of South Gate and all of his/her designees.

J. "Efficiency unit" means a dwelling unit which contains all of the following: (i) a living area of not less than one hundred and fifty square feet, plus an additional one hundred square feet for each occupant in excess of two; (ii) a separate closet; (iii) a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than thirty inches in front, together with light and ventilation conforming to Part 2.5 of Title 24 of the California Code of Regulations; and (iv) a separate bathroom containing a water closet, lavatory and bathtub or shower.

K. "Existing structure" for the purposes of defining an allowable space that can be converted to an Accessory Dwelling Unit means any accessory structure or any space within an existing single-family dwelling or within an existing multifamily dwelling that can be made safely habitable under local building codes at the determination of the building official regardless of any noncompliance with zoning standards.

L. "Junior Accessory Dwelling Unit" means a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure.

M. "Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.

N. "Living area" means the interior habitable area of a dwelling unit including basements and attics but does not include a garage or any accessory structure.

O. "Lot" shall mean the single legal parcel of real property upon which the Accessory Dwelling Unit shall be located.

P. "Lot Coverage" shall be calculated including all covered structures (dwellings, attached and detached garages, shops, sheds, porches, greenhouses, etc.) that require building permits, including lattice and other patio covers. Lot coverage does not include eaves that project two feet or less from building. Lot coverage is determined by the amount of coverage on the lot divided by the lot size, except for flag lots where the pole is not considered as part of the lot size when determining lot coverage.

Q. "Multifamily," "multi-family" or "multiple family" when used in this chapter shall mean buildings containing two or more primary dwelling units. Multiple detached single-family dwellings on the same lot are not considered multi-family for the purposes of this chapter, limited to two detached single-family dwellings.

R. "Municipal code" means the municipal code of the City of South Gate.

S. "Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the accessory dwelling unit.

T. "Primary dwelling" means a lawfully constructed single-family or multifamily residence existing or proposed on the lot where the accessory dwelling unit may be permitted.

U. "Proposed dwelling" means a dwelling that is the subject of a permit application submitted to the city and that meets the requirements for permitting in the city.

V. "Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

W. "Qualified Buyer" means persons and families of low or moderate income, as that term is defined in Section 50093 of the Health and Safety Code.

X. "Qualified Nonprofit Corporation" means a nonprofit corporation organized to Section 501(c)(3) of the Internal Revenue Code that has received a welfare exemption under Section 214.15 of the Revenue and Taxation Code for properties intended to be sold to low-income families who participate in a special no-interest loan program.

Y. Other words and phrases used in this chapter shall have the same meaning as provided in the South Gate Municipal Code.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.030 Location and Number.

A. Location of Accessory Dwelling Units. The provisions of this section authorize an Accessory Dwelling Unit to be located on a lot in any zoning district where residential use is permitted or conditionally permitted that includes a proposed or existing primary dwelling.

B. Number Allowed.

1. Single-Family Parcels.

(a) On lots with one existing or proposed single-family dwelling or two single-family dwelling, detached from each other, one Accessory Dwelling Unit and one Junior Accessory Dwelling Unit may be permitted if all of the following apply:

(i) The Accessory Dwelling Unit or Junior Accessory Dwelling Unit is within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(ii) The space has exterior access from the proposed or existing single-family dwelling.

(iii) The side and rear setbacks are sufficient for fire and safety.

(iv) The Junior Accessory Dwelling Unit complies with the requirements of Government Code sections 66333 through 66339.

(b) As an alternative to (but not in addition to) the number allowed by paragraph B.1.(a) above, on lots with one existing or proposed single-family dwelling, one detached, new construction, Accessory Dwelling Unit that does not exceed four-foot side and rear yard setbacks may be permitted, and that Accessory Dwelling Unit may be combined with a Junior Accessory Dwelling Unit meeting the requirements of paragraph B.1.(a) above. The total floor area of the Accessory Dwelling Unit shall not exceed 800 square feet; whereas, the total floor area of the Junior Accessory Dwelling Unit shall not exceed 500 square feet.

2. Multi-Family Parcel.

(a) At least one such Accessory Dwelling Unit shall be allowed within an existing multifamily structure, and up to a maximum of twenty-five percent of the existing multiple-family dwelling units may be converted to Accessory Dwelling Units.

Multiple Accessory Dwelling Units may be created within the portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each unit complies with state building standards for dwellings.

(b) Multiple detached Accessory Dwelling Units, not to exceed the number specified in clause (i) or (ii) below, as applicable, may be built on a lot that has an existing or proposed multifamily dwelling. The detached Accessory Dwelling Units are subject to a side and rear yard setbacks of four feet.

(i) On a lot with an existing multifamily dwelling, not more than eight detached Accessory Dwelling Units. However, the number of Accessory Dwelling Units allowable pursuant to this clause shall not exceed the number of existing units on the lot.

(ii) On a lot with a proposed multifamily dwelling, not more than two detached Accessory Dwelling Units.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.040 General Provisions.

The following provisions shall apply to all Accessory Dwelling Units and Junior Dwelling Units:

A. Residential Use. An Accessory Dwelling Unit shall be used only for residential purposes and no business, enterprise or occupation shall be conducted, permitted or allowed within the Accessory Dwelling Unit.

B. Compliance with Chapter. No Accessory Dwelling Unit may be constructed, maintained, improved, altered, enlarged, modified, permitted or allowed within the city except as provided in this chapter and within zones that permit residential uses.

C. Rental and Sale Limitations. Accessory Dwelling Units may be rented separate from the primary residence. If rented, the rental term shall not be for less than thirty days. The Accessory Dwelling Unit shall not be sold or otherwise conveyed separately from the primary dwelling, except as set forth in subsection H of this section.

D. Nonconforming Conditions, Code Violations, or Unpermitted Structures. The city shall not deny an application for a permit to create an Accessory Dwelling Unit due to the correction of 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 Accessory Dwelling Unit.

E. No Minimum Size. There shall be no minimum size for accessory dwelling units which are converted from existing space, besides that which is necessary per building code standards for an efficiency unit.

F. Deed Restrictions for Junior Accessory Dwelling Units. Before the city will issue a certificate of occupancy for a Junior Accessory Dwelling Unit in a single family residence, the

property owner shall record a deed restriction with the Los Angeles County Recorder, and provide the city with a copy bearing the recording information, which deed restriction has been approved by the city attorney as to its form and content and which includes both of the following:

1. A prohibition on the sale of the Junior Accessory Dwelling unit separate from the sale of the single-family residence, including a statement that the deed restriction may be enforced against future purchasers.

2. A restriction on the size and attributes of the Junior Accessory Dwelling unit that conforms with this Chapter.

G. Residency Requirements.

1. Accessory Dwelling Units: Except for a sale pursuant to subsection H below, and except for Junior Accessory Dwelling Units pursuant to subsection (G)(2) below, no owner of the subject lot shall be required to occupy either the primary residence or Accessory Dwelling Unit as the owner's residence.

2. Junior Accessory Dwelling Units. Owner-occupancy shall be required in the single family residence in which the Junior Accessory Dwelling Unit will be permitted. The owner may reside in either the remaining portion of the structure or the newly created Junior Accessory Dwelling Unit. Owner-occupancy shall not be required if the owner is a governmental agency, land trust, or housing organization.

H. Sales to Qualified Buyers. An accessory Delling Unit may be sold or conveyed separately from the primary dwelling to a qualified buyer if all of the criteria in subsections (H)(1) through (5) of this section are met. For the purposes of this subsection, the term "qualified buyer" means persons or families of low or moderate income, as that term is defined in Health and Safety Code Section 50093.

1. The Accessory Dwelling Unit or the primary dwelling was built or developed by a qualified nonprofit corporation. For purposes of this subsection, the term "qualified nonprofit corporation" means a nonprofit corporation organized pursuant to Internal Revenue Code Section 501(c)(3) that has received a welfare exemption under Revenue and Taxation Code Section 214.15 for properties intended to be sold to low-income families who participate in a special no-interest loan program.

2. There is an enforceable restriction on the use of the land pursuant to a recorded contract between the qualified buyer and the qualified nonprofit corporation that satisfies all of the requirements specified in Revenue and Taxation Code Section 402.1(a)(10).

3. The property is held pursuant to a recorded tenancy in common agreement that includes all of the following:

(a) The agreement allocates to each qualified buyer an undivided, unequal interest in the property based on the size of the dwelling that each qualified buyer occupies.

(b) A repurchase option that requires the qualified buyer to first offer the qualified nonprofit corporation a right to buy the Accessory Dwelling Unit or primary dwelling if the buyer desires to sell or convey the property.

(c) A requirement that the qualified buyer occupy the Accessory Dwelling Unit or primary dwelling as the buyer's principal residence.

(d) Affordability restrictions on the sale and conveyance of the Accessory Dwelling Unit or primary dwelling that ensure the Accessory Dwelling Unit and primary dwelling will be preserved for low-income housing for forty-five years for owner-occupied housing units and will be sold or resold to a qualified buyer.

(e) Delineation of all areas of the property that are for the exclusive use of a cotenant. Each cotenant shall agree not to claim a right of occupancy to an area delineated for the exclusive use of another cotenant; provided, that the latter cotenant's obligations to each of the other cotenants have been satisfied.

(f) Delineation of each cotenant's responsibility for the costs of taxes, insurance, utilities, general maintenance and repair, improvements, and any other costs, obligations, or liabilities associated with the property. This delineation shall only be binding on the parties to the agreement, and shall not supersede or obviate the liability, whether joint and several or otherwise, of the parties for any cost, obligation, or liability associated with the property where such liability is otherwise established by law or agreement with a third party.

(g) Procedures for dispute resolution among the parties before resorting to legal action.

4. A grant deed naming the grantor and grantee, and describing the property interest being transferred, shall be recorded in Los Angeles County. A preliminary change of ownership report shall be filed concurrently with that grant deed pursuant to Revenue and Taxation Code Section 480.3.

5. If requested by a utility providing service to the primary dwelling, the accessory dwelling unit shall have a separate water, sewer, and/or electrical connection to that utility.

I. Issuance of Certificate of Occupancy. The city shall not issue a certificate of occupancy for an Accessory Dwelling Unit before the city issues a certificate of occupancy for the primary dwelling.

(Ord. 2022-02-CC (Exh. A § 7), 3-8-22; Ord. 2021-01-CC § 3, 1-26-21)

11.43.050 Development Standards.

An Accessory Dwelling Unit may be attached to, or located within, the proposed or existing primary dwelling, including attached garages, storage areas or similar uses, or an accessory structure, or detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling.

A. Floor Area. The following floor area standards for Accessory Dwelling Units apply:

1. The total floor area of an Accessory Dwelling Unit shall not exceed eight hundred fifty square feet if the Accessory Dwelling Unit has one bedroom or less, and shall not exceed 1,000 square feet if the Accessory Dwelling Unit has more than one bedroom.

2. If the Accessory Dwelling Unit is attached to an existing primary dwelling, the maximum total floor area of the Accessory Dwelling Unit shall be limited to the smaller of (a) the square footage specified in subsection A.1 above, or (b) fifty percent (50%) of the total floor area of the existing primary dwelling.

3. Junior Accessory Dwelling Units shall not exceed five hundred square feet.

B. Lot Coverage. The following lot coverage standards for Accessory Dwelling Units apply:

1. The first eight hundred square feet of either an attached or detached Accessory Dwelling Unit will not count towards the lot coverage of the subject property. Any additional footprint after eight hundred square feet will count towards the lot coverage of the property and the lot coverage limits of the underlying zone shall apply.

2. An Accessory Dwelling Unit constructed in the same location and to the same dimensions as an existing accessory structure that is converted to an accessory dwelling does not count towards the lot coverage of the property.

C. Minimum Setbacks. The following setback requirements apply:

1. No setback shall be required for an existing living area or accessory structure or a structure constructed in the same location and to the same dimensions as an existing structure that is converted to an Accessory Dwelling Unit or to a portion of an accessory dwelling unit

2. For all other Accessory Dwelling Units, a setback of four feet from the side and rear lines shall be required, and the front setback shall be as required in the underlying zoning designation of the subject property shall apply. Accessory Dwelling Units that are 800 square feet or less may be located within the front yard setback area of the underlying zoning designation, if there is no other area on the parcel that can accommodate the Accessory Dwelling Unit, as determined by the director of community development, provided that the front yard setback shall not be less than four feet.

D. Building Separation. There shall be a minimum of six feet separating all construction of the detached Accessory Dwelling Unit from the main building(s) or other accessory structure(s) on the same lot; however, the building separation shall not preclude the development of an 800 square foot Accessory Dwelling Unit, per Government Code Section 66323, subdivision (a)(2).

E. Building Height. The following maximum building height limits (measured from the finished grade to the peak of the roof) apply:

1. A height of 16 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 18 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 of one mile walking distance of a major transit stop or a high-quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code. The city shall also allow an additional two feet in height 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 18 feet for a detached Accessory Dwelling Unit on a lot with an existing or proposed multifamily, multistory dwelling.

4. A height of 25 feet or the height limitation in the City's Zoning Code that applies to the primary dwelling, whichever is lower, for an Accessory Dwelling Unit that is attached to a primary dwelling. Notwithstanding the foregoing, no Accessory Dwelling Unit shall exceed two stories.

F. No Passageway. No passageway shall be required in conjunction with the construction of an Accessory Dwelling Unit.

G. Expansion of Existing Structure. An Accessory Dwelling Unit created within an existing accessory structure or an existing primary dwelling may include an expansion of not more than one hundred-fifty square feet beyond the same physical dimensions as the existing accessory structure or existing primary dwelling. An expansion beyond the physical limitation of the existing accessory structure or existing primary dwelling shall be limited to accommodating ingress and egress. This expansion will be exempt from local development standards.

1. Accessory structures located within parcels with a single-family dwelling are allowed to be converted and expanded to a maximum of one thousand square feet. The proposed expansion is subject to the development standards of the underlying zone.
2. Accessory structures located within parcels with multi-family dwellings are not allowed to be expanded beyond one hundred-fifty square feet as listed in the above section G.

H. Parking. One off-street parking space shall be provided for each Accessory Dwelling Unit. These spaces may be provided as tandem parking on a driveway. Off-street parking shall also be permitted in setback areas in locations determined by city or through tandem parking, unless specific findings are made that parking in setback areas or tandem parking is not feasible based upon specific site or regional topographical or fire and life safety conditions. Notwithstanding the foregoing, no additional parking spaces shall be required in any of the following instances:

1. When a garage, carport, covered parking structure, or uncovered parking space is demolished in conjunction with the construction of an Accessory Dwelling Unit or

converted to an Accessory Dwelling Unit, those off-street parking spaces need not be replaced.

2. No parking is required for a Junior Accessory Dwelling Unit.

3. No parking is required for an Accessory Dwelling Unit in any of the following circumstances:

(a) Where the Accessory Dwelling Unit is located within one-half of one mile walking distance of public transit;

(b) Where the Accessory Dwelling Unit is located within an architecturally and historically significant historic district;

(c) Where the Accessory Dwelling Unit is part of the proposed or existing primary residence or an 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 dwelling or a new multifamily dwelling on the same lot, provided that the Accessory Dwelling Unit or the parcel satisfies any other criteria listed in this subdivision.

I. Local Building Code Requirements. Local building code requirements that apply to detached dwellings shall apply to detached Accessory Dwelling Units, except that the construction of an accessory dwelling unit shall not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code (Title 24 of the California Code of Regulations), unless the city building official makes a written finding based on substantial evidence in the record that the construction of the Accessory Dwelling Unit could have a specific, adverse impact on public health and safety. Nothing in this paragraph shall be interpreted to prevent the city from changing the occupancy code of a space that was unhabitable space or was only permitted for nonresidential use and was subsequently converted for residential use pursuant to this Chapter.

J. Private Sewage Disposal or Onsite Wastewater Treatment Systems. If a private sewage disposal system will be used in connection with the Accessory Dwelling Unit, approval by the local health officer shall be a condition to the issuance of the permit for the Accessory Dwelling Unit. The city may require, as part of the application for a permit to create an Accessory Dwelling Unit connected to an onsite wastewater treatment system, a percolation test completed within the last five years, or, if the percolation test has been recertified, within the last 10 years.

K. Detached Garages. A demolition permit application for a detached garage that is to be replaced with an Accessory Dwelling Unit shall be reviewed with the application for the

Accessory Dwelling Unit, and both permits shall be issued at the same time. The applicant shall not be required to provide written notice or post a placard for the demolition of a detached garage that is to be replaced with an Accessory Dwelling Unit, unless the property is located within an architecturally and historically significant historic district.

L. Design Standards. The following design standards shall apply to all Accessory Dwelling Units; however, the façade limitation shall not preclude the development of an 800 square foot or less Accessory Dwelling Unit, per Government Code Section 66323, subdivision (a)(1)-(4):

1. An attached Accessory Dwelling Unit shall not involve any changes to existing street facing walls nor to existing floor and roof elevations.

2. This subsection shall not be interpreted to prohibit a prefabricated structure or manufactured home, as defined in Section 18007 of the California Health and Safety Code.

3. Accessory Dwelling Unit design shall integrate building-mounted lighting consistent with the design and character of the structure, at all proposed exterior entrances.

(a). All exterior lighting shall be shielded in a way so that no light spills onto adjacent properties.

4. The design, pitch, color, material, and texture of the roof and eave details of an Accessory Dwelling Unit shall be substantially the same as the primary unit.

5. The color, material, and texture of all building walls, windows, and doors of an Accessory Dwelling Unit shall be similar to and compatible with the primary unit.

6. Accessory Dwelling Unit's architectural style and scale shall match the primary dwelling.

7. Except for a master bedroom that leads to an exterior area, no bedroom shall have a door that leads to an exterior area.

M. Garage Conversions. Garage conversions shall be allowed subject to the following provisions:

1. No additional setback shall be required for an existing garage which is converted to an Accessory Dwelling Unit.

2. The garage door shall be removed and replaced with a new facade. The new facade shall include a minimum of one window or entryway.

N. Junior Accessory Dwelling Units.

1. The Junior Accessory Dwelling Unit shall be fully located within the walls of an existing or proposed primary dwelling. For purposes of the preceding sentence, enclosed uses within the residence, such as attached garages, are considered a part of the proposed or existing primary dwelling.

a. A Junior Accessory Dwelling Unit may be proposed as new construction as long as all the following criteria are met:
    i. Junior Accessory Dwelling Unit is limited to 500 square feet.
    ii. Junior Accessory Dwelling Unit is limited to a studio.
    iii. New construction to accommodate a Junior Accessory Dwelling Unit is subject to all development standards applicable to the underlining zone.

2. The unit shall be no more than five hundred square feet in floor area.

3. The unit shall provide an exterior entrance separate from the primary dwelling entrance.

4. The unit may contain separate sanitation facilities or may share sanitation facilities with the primary dwelling. If those facilities are shared, the Junior Accessory Dwelling Unit shall include (in addition to the separate entrance from the main entrance to the structure as required in the preceding paragraph), an interior entry to the main living area.

5. The unit shall include an efficiency kitchen that shall include the following components:

    a. A cooking facility with appliances; and
    b. A food preparation counter and storage cabinets.

O. Interior Amenities. Washer/dryer hookups shall be provided within an Accessory Dwelling Unit or the hookups may be provided within a shared common space.

P. Fire Sprinklers. Accessory Dwelling Units shall not be required to provide fire sprinklers if they are not required for the primary residence. The construction of an Accessory Dwelling Unit shall not trigger a requirement for fire sprinklers to be installed in the existing dwelling.

Q. Utility Connections and Fees.

1. Accessory Dwelling Units shall not be considered new residential uses for the purposes of calculating city and county connection fees or capacity charges for utilities, including water and sewer service, unless the Accessory Dwelling Unit was constructed in conjunction with a new primary dwelling.

2. For a Junior Accessory Dwelling Unit or an Accessory Dwelling Unit located within the existing primary dwelling, a new or separate utility meter shall not be required and a related connection or capacity fee may not be charged, unless the Accessory Dwelling Unit has been constructed with a new primary dwelling.

3. When the Accessory Dwelling Unit is attached or detached, a new or separate utility meter shall not be required.

4. The city shall not impose any impact fee upon the development of an Accessory Dwelling Unit less than 750 square feet. Any impact fees charged for an Accessory Dwelling Unit of 750 square feet or more shall be charged proportionately in relation to

the square footage of the primary dwelling unit. As used herein, "impact fee" has the same meaning as the term "fee" as defined in subdivision (b) of Government Code Section 66000, except that it also includes fees specified in Government Code Section 66477. "Impact fee" does not include any connection fee or capacity charge charged by the city or any other local agency, special district, or water corporation.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.060 Application and Review Process.

A. Processing Application. Within sixty days of receipt of a completed application, submitted with all supporting documentation to the specifications provided by the director and, if applicable, all fees required for building permits, development and planning approvals, authorizations and permissions, in accordance with Government Code Sections 66000 et seq., the permit application shall be either approved or denied. The permit application shall be considered and approved ministerially, without discretionary review or hearing, upon making a determination that the proposed accessory dwelling unit would be in compliance with this chapter and that all required approvals, permits, authorizations and permissions exist for the lawful use of the accessory uses or will be issued by the appropriate agency or department. Notwithstanding the foregoing sixty-day issuance requirement, if the permit application to create an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit is submitted with a permit application to create a new single-family dwelling on the lot, the city may delay acting on the permit application for the Accessory Dwelling Unit or the Junior Accessory Dwelling Unit until the city acts on the permit application to create the new single-family dwelling, but the application to create the Accessory Dwelling Unit or Junior Accessory Dwelling Unit shall be considered without discretionary review or hearing. If the applicant requests a delay, the sixty-day time period shall be tolled for the period of the delay.

B. Health Official Approval. In the event that the property is served by a functioning private sewage disposal system, any application for an Accessory Dwelling Unit must be approved by the health official for the city before an accessory dwelling unit permit may be issued by the director.

C. Conditions of Approval. The director may include conditions on the Accessory Dwelling Unit permit that are consistent with this chapter.

D. If the city denies an application for an Accessory Dwelling Unit or a Junior Accessory Dwelling Unit pursuant to subsection A above, the city shall, within the time period described in subsection A above, return in writing 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 by the applicant.

(Ord. 2021-01-CC § 3, 1-26-21)

11.43.070 Accessory Structures.

The following provisions, in combination with Section 11.43.060 (Application and review process), are minimum requirements for all accessory structures:

A. Nonhabitable accessory buildings or structures include but are not limited to the following:

1. Garages;
2. Carports;
3. Workshops;
4. Storage rooms or sheds;
5. Detached patio covers;
6. Pool bathrooms.

B. All nonhabitable accessory buildings or structures, with the exception of a pool bathroom, are not permitted to contain a bathroom.

C. Pool bathrooms consisting of a three-quarter bathroom are permitted in conjunction with the development of a pool or when a pool exists on the lot.

D. With the exception of a garage or an accessory dwelling unit, a detached accessory structure shall not be located in the front of the main building or directly between the main building and the street.

E. All detached accessory structures or buildings within residential zones, except accessory dwelling units, shall be a minimum of five feet from any property line, unless otherwise expressed in this code, be located at least six feet from the main building and be no taller than ten feet high. Garages are allowed an additional 2-feet in height to accommodate a roof pitch that is aligned with the roof pitch of the primary structure.

F. Accessory structures are not permitted above a detached garage in residential zones.

G. Canopy Structures. The following regulations apply to canopy structures on a residential lot:

1. Canopy structures shall not be not be located on any lot for a period of more than three days.
2. Canopy structures shall not be located within the view of a public right-of-way, front or side yard area or driveway.
3. Canopy structures with a maximum projected canopy area of two hundred square feet, maximum height of twelve feet and a maximum length of twenty feet may be located within a rear yard area.
4. Reflective, mirrored type covering material shall be prohibited.

H. Storage Containers. Storage containers may be located on a lot developed with a single-family residence on a temporary basis, subject to the following standards:

1. Short-Term Location. One storage container may be located on a lot up to a total of fourteen days in any calendar year without the approval of any permit.

2. Administrative Review. One storage container may be located on a lot for up to six months in conjunction with permitted construction activity on the same lot, subject to approval pursuant to an administrative review. Approval pursuant to an administrative review for this purpose may only be undertaken in conjunction with construction activity for which a valid city building and/or grading permit has been issued and continues to remain active and valid. Regardless of the time period for which the presence of the container is approved pursuant to an administrative review, the right to keep the storage container on the lot shall automatically expire upon the expiration or termination of all grading and building permits, or upon the final inspection and completion of associated construction activity. In cases where a storage container has been located on a lot in an unauthorized manner prior to approval by an administrative review, any approved time duration shall commence and run from the date during which the location of the storage container on the lot was first documented.

3. Where the temporary presence of a storage container has been approved by an administrative review, the deadline for removal of the container may be extended for up to six months by the director of community development for good cause.

4. Location. The location of a temporary storage container shall be subject to approval pursuant to an administrative review and shall take into consideration such factors as visibility from the street and surrounding properties, and visual and privacy impacts to surrounding properties. The storage container may only be located in the front yard when location in other areas is not feasible or would create other impacts. Location of a storage container on a driveway may only be approved where access to the garage or carport can continue to be provided for at least one vehicle.

5. Size. Storage containers shall be no greater than twenty feet in length, ten feet in height, and ten feet in width.

6. Permanent Placement. Permanent placement of storage containers is prohibited on vacant lots and lots developed with residential uses.

I. Garages and Carports. Garages and carports shall have a minimum interior clear width of eighteen feet and depth of twenty feet between columns or walls. Three-car garages shall have a minimum interior clear width of twenty-seven feet and depth of twenty feet.

1. Tandem garage parking is permitted in NL or NM zones to comply with a required three-car garage for a single residential unit. This requires a garage to have a minimum of two parking spaces side-by-side at the garage entrance and minimum nine feet by twenty feet shall be provided behind.

(Ord. 2021-01-CC § 3, 1-26-21)

RESOLUTION NO. 2025-07

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH GATE, RECOMMENDING THAT THE CITY OF SOUTH GATE CITY COUNCIL ADOPT AN ORDINANCE TO MODIFY TITLE 11, CHAPTER 11.43 (ACCESSORY DWELLING UNITS AND ACCESSORY STRUCTURES) OF THE SOUTH GATE MUNICIPAL CODE AND FINDING THE ACTION EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

WHEREAS, the City of South Gate last updated Chapter 11.43 of the Municipal code was in 2021; and

WHEREAS, the State of California has enacted several new laws related to accessory dwelling units, such as Assembly Bill (AB) 345, Senate Bill (SB) 897, Assembly Bill (AB) 976, Senate Bill (SB) 477, and Senate Bill (SB) 1211; and

WHEREAS, the zone code amendment would revise Chapter 11.43, Accessory Dwelling Units and Accessory Structures to align with state law; and

WHEREAS, the zone code amendment would affect all parcels, within the city boundaries, zoned residential as applicable within Chapter 11.43, Accessory Dwelling Units and Accessory Structures; and

WHEREAS, notice of the Planning Commission regular public hearing of August 19, 2025, was published in compliance with State law in a local newspaper of general circulation, indicating the date and time of the public hearing in accordance with California Government Code 65091; and

WHEREAS, on August 19, 2025, the Planning Commission held a regular public hearing to receive public testimony and other comments regarding the zone code amendment, including without limitation, information provided to the Planning Commission by City staff and public testimony; and

WHEREAS, this Resolution and its findings are made based upon evidence presented to the Commission at its public hearing including, without limitation, the staff report submitted by the Community Development Department; and

WHEREAS, it has been determined that this action is exempt from CEQA as a "ministerial project" pursuant to CEQA Guidelines Section 15268(a).

NOW, THEREFORE, THE PLANNING COMMISSION DOES HEREBY FIND, DETERMINE AND DECLARE AS FOLLOWS:

SECTION 1. Adoption. Recommend adoption of an ordinance to the City Council amending Chapter 11.43 Accessory Dwelling Units and Accessory Structures to ensure compliance with state law.

SECTION 2. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution 2025-07 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 Resolution. The Planning Commission hereby recommends adoption of this Resolution for City Council's consideration.

SECTION 3. CEQA Determination. Many actions undertaken by the City of South Gate are subject to the California Environmental Quality Act, a state law codified at Public Resources Code Sections 21000 through 21189.91 ("CEQA"), and related regulations enacted by the State Resources Agency codified at Title 14 of the California Code of Regulations, Sections 15000 through 15387 (the "CEQA Guidelines"). An action defined as a "project" under CEQA and the CEQA Guidelines is subject to compliance with CEQA, unless exempt. The enactment or amendment of zoning ordinances generally constitutes a project under CEQA, per Section 15378(a)(1) of the CEQA Guidelines. However, "ministerial projects" are exempt from CEQA, pursuant to Section 15268(a) of the CEQA Guidelines. The term "ministerial" is defined by Section 15369 of the CEQA Guidelines as governmental decisions involving little or no personal judgment by the public official, where the official simply applies the law to the facts using fixed standards and objective measurements, rather than subjective discretion. In the case of Resolution 2025-07, the Planning Commission (and eventually the City Council) is taking action which merely aligns the City's Zoning Code with the requirements of State law; the City and its councilmembers, commissioners and officers have no discretion to cause the Municipal Code to deviate from State law. Accordingly, the proposed action is exempt from CEQA as a ministerial act under CEQA Guidelines Section 15268(a).

SECTION 4. The Planning Commission hereby recommends adoption of an Ordinance to City Council to modify Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) of the South Gate Municipal Code.

This recommendation was adopted by the following vote at the Planning Commission meeting of August 19, 2025.

AYES: Prieto, Castaneda, Valenzuela, Ozaeta, Ruiz

NOES:

APPROVED and ADOPTED this 19th day of August 2025.

John F. Signo, AICP
Planning Manager
Community Development

APPROVED:

Lizette Ruiz
Chairperson
City Planning Commission

Item No. 3

Office of the
South Gate City Clerk
SEP 18 2025
FILED
11:30 AM

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Administrative Services**

Department Director: _____ Luis Frausto ***City Manager:*** _____ Rob Houston

SUBJECT: DECLARATION AND DISPOSAL OF SURPLUS AND OBSOLETE PROPERTY

PURPOSE: To authorize staff to dispose of surplus and obsolete property through public auction.

RECOMMENDED ACTION: The City Council will consider:

a. Adopting a Resolution declaring the items listed in Attachment B (Bicycles & Miscellaneous Items) and Attachment C (Vehicles & Equipment) as surplus, obsolete, or unserviceable City personal property.
b. Authorizing the City Manager or designee to dispose of the declared items through public auction conducted by U.S. Auctions of Ontario, CA; and to execute all related documents consistent with budgeted appropriations.
c. Authorizing the City Manager or designee to dispose of any items not accepted by the auctioneer or failing to sell by using one or more of the following methods, as appropriate: recycling/salvage, scrap, inter-agency transfer, trade-in/credit, donation to another public agency, or landfill, in compliance with applicable laws and City policies.

FISCAL IMPACT: Net revenue for the City will vary by market demand, condition, and lotting. Auction costs (e.g., seller commission, towing/transport, and minor prep as needed) will be deducted from gross proceeds. Buyer's premiums, if any, are typically paid by buyers and do not reduce the City's net receipts. Proceeds will be deposited into the proper funds consistent with accounting policy. The City estimates to receive approximately $30,000 in revenue from the sale.

BACKGROUND: The City periodically retires property that is surplus, obsolete, or unserviceable. Items may include: (a) confiscated or unclaimed property lawfully cleared for disposal by the Police Department; and (b) operational assets such as vehicles, heavy equipment, bicycles, and miscellaneous equipment no longer usable due to age, parts obsolescence, damage, or non-compliance with emissions requirements.

Since 2014, the City has utilized U.S. Auctions to conduct public sales. The vendor provides competitive exposure, advertises sales in regional newspapers (e.g., Los Angeles Times, Orange County Register), distributes brochures, and hosts an online bidding platform. The next auction is scheduled on or about October 4, 2025, at the Ontario yard listed above, with simultaneous online participation.

ANALYSIS: Declaring the attached list of items surplus/obsolete will enable Purchasing and Public Works to clear critical storage space at the Corporate Yard, eliminate carrying costs, and recover revenue for the city. Public auction is the most efficient method for mixed, used assets with uncertain market values because competitive bidding and broad advertising typically maximize net proceeds.

For any items that do not meet auctioneer acceptance standards or do not sell, the Resolution authorizes alternative disposal pathways to ensure timely disposition, including compliance with environmental regulations (e.g., universal waste handling) and data-security standards (certified data wipe for any storage media). Police Department property will be processed consistently with applicable state law and departmental policy before release.

Adoption of the Resolution formally declares the listed items surplus/obsolete and authorizes disposal through public auction or other lawful methods.

ATTACHMENT: A. DRAFT RESOLUTION
B. EXHIBIT A: LIST OF BICYCLES & MISCELLANEOUS ITEMS
C. EXHIBIT B: LIST OF VEHICLES AND EQUIPMENT

RESOLUTION NO._____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE DECLARING CERTAIN PERSONAL PROPERTY SURPLUS, OBSOLETE, OR UNSERVICEABLE; AUTHORIZING DISPOSAL BY PUBLIC AUCTION THROUGH U.S. AUCTIONS OR, IF NOT SALEABLE, BY RECYCLING, SCRAP, INTER-AGENCY TRANSFER, TRADE-IN, DONATION TO ANOTHER PUBLIC AGENCY, OR LANDFILL

WHEREAS, the City periodically retires personal property that is surplus, obsolete, or unserviceable; and

WHEREAS, the property set forth in Exhibit A and Exhibit B has no further municipal use or value and occupies space; and

WHEREAS, public auction provides an efficient, competitive means to dispose of mixed surplus assets and recover revenue; and

WHEREAS, for items not accepted by the auctioneer or not sold at auction, alternative lawful disposition is necessary to avoid continued storage costs.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The personal property listed in Exhibit A and Exhibit B is declared surplus, obsolete, or unserviceable.

SECTION 2. The City Manager or designee is authorized to dispose of the declared property by public auction through U.S. Auctions of Ontario, CA, including concurrent online bidding, and to execute all documents necessary to carry out the auction and sale.

SECTION 3. For items not accepted or not sold at auction, the City Manager or designee is authorized to dispose of such items by recycling/salvage, scrap, inter-agency transfer, trade-in/credit, donation to another public agency, or landfill, as appropriate, in compliance with environmental regulations and City policies.

SECTION 4. The Director of Administrative Services shall ensure net sale proceeds are deposited into the appropriate City fund(s) consistent with City accounting policies and may process any necessary budget adjustments.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED, and **ADOPTED** this **23rd** day of **September 2025**.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

List of Bikes and Miscellaneous Items

BARCODE	DESCRIPTION	ESTIMATED AUCTION VALUE
49185384	BLACK BIKE	$5.00
49185572	BLACK BIKE	$5.00
49185579	WHITE/GRN BIKE	$5.00
49185649	BLK & YELLOW BIKE	$5.00
49185680	GRN/BLK BIKE	$5.00
49185743	BIKE	$5.00
49185789	BLK BIKE	$5.00
49185923	PURPLE/GRN BIKE	$5.00
49185924	BLUE/BLK BIKE	$5.00
49185976	GRY/PURPLE MNT BIKE	$5.00
49185996	WHITE BIKE	$5.00
49186013	SILVER BIKE BEACH CRUISER	$5.00
49186344	BLACK EASTERN BIKE	$5.00
49186143	GREEN MOUNTAIN BIKE	$5.00
49185678	BLUE BIKE	$5.00
N/A	CAMO PATTERN GREEN BMX	$5.00
N/A	BLACK ROASTER BIKE	$20.00
N/A	SILVER BIKE	$5.00
N/A	BLACK & BABY BLUE BIKE	$5.00
N/A	BLUE BIKE	$5.00
N/A	LIGHT BLUE BIKE W/ YELLOW	$5.00
N/A	GREEN BIKE	$5.00
49187731	SILVER BIKE W/ BLACK RIMS	$5.00
49187308	BIKE	$5.00
49187122	SILVER BIKE W/ BLACK RIMS	$5.00
49187322	ONE SMALL BIKE	$5.00
49185532	RED BIKE	$5.00
49187024	SILVER BIKE	$5.00
49187062	GRAY BIKE WITH BROWN SEAT	$5.00
N/A	BLACK SCOOTER	$10.00
49188720	BLACK BEACH CRUISER	$25.00
49189525	RED BIKE	$5.00
49189471	ONE BIKE	$5.00
49188789	ONE BLK BIKE W/ SHOE	$5.00
49188758	BMX BIKE BLK AND RED	$5.00
49188134	BLACK BIKE	$5.00
49189361	BLACK BIKE MISSING TIRE	$2.00
49189294	BLACK AND GRN BIKE	$5.00
49188848	MATTE GRAY BMX BIKE	$5.00

49188498	GRAY BMX BIKE	$5.00
49189137	RED BIKE	$5.00
49190033	BLACK BIKE	$5.00
49188710	ONE BIKE	$5.00
49187587	BIKE WITH SILVER FRAME	$5.00
49188568	GREEN MURAY BIKE	$5.00
49189180	PURPLE BIKE	$5.00
49189179	RED BIKE	$5.00
49188132	1 BIKE	$5.00
49187942	BLACK BIKE	$5.00
49187774	BLUE BEACH CRUISER	$20.00
49188646	WHITE BIKE	$5.00
49188646	SILVER BIKE	$5.00
49188646	SILVER BIKE	$5.00
49188229	BIKE	$5.00
49188229	BLUE/GRAY BIKE	$5.00
49187760	ORAMO MONSTER BLACK BIKE	$20.00
49187040	GRAY BIKE	$5.00
49189233	BLACK BIKE	$5.00
49189221	GRAY BIKE	$5.00
49188740	1 PALLETE OF CELL PHONE CASES AND PROCTECTORS	$50.00
N/A	ONE WHITE PLAYSTATION 5 OPENED BOX, (1)MONEY COUNTER MACHINE, (1)SMALL LT BRN HANDBAG W/ YELLOW CHAIN ON EDGES, (1)SMALL WHT HANDBAG W/ YELLOW CHAIN ON EDGES, (1)MEDIUM LT YELLOW HANDBAG W/ YELLOW BUCKLE,(1)MEDIUM BLK HANDBAG W/YELLOW BUCKLE,(1)SMALL BLUE BAG W/ BRN WOOD HANDLES,(1)SMALL PINK BAG W/ BRN WO, (1)DIGITAL MONEY COUNTER, (7) NIKE BOXES CONTAINING SHOES, (2)BROWN LOUIE VOUTTON BAGS, (2)GUCCI BAGS,(3)TOYOTA TACOMA TRUCK TAILGATES,(3)FORD TIRES	$500.00
N/A	(1)KENDRICK LAMAR ALBUM, (1)WHITE FOLDABLE BOXES, 1)LABEL WRITER, (1)JOYIN BOX CONTAINING CITY HERO VEHICLES, (2)BOOKS THE DEEP & WHAT MOVES THE DEAD, (1) NURSAL TENS MASSAGER,(1)POWER STRIP W/ USB CHARGER,(1)1 CELLPHONE & TABLET STAND, (1)BLUE V BOX CONTAINNG A PAIR OF ADIDAS SHOE SIZE 10 1/2	$150.00
4925	(200) PLASTIC CHAIRS	$200.00
4932	WHEELCHAIR LIFT	$50.00

List of Vehicles and Equipment

2006 Chrysler 300 C – Estimated Auction Value $750.00 - $1,100.00



Unit: 131
Year: 2006
Make: Chrysler
Model: 300C
VIN: 2C3KA63H06H279436
Mileage: 109,015
Notes: Replaced due to age.

2013 Dodge Charger Police Interceptor – Estimated Auction Value $1,025.00 - $1,250.00



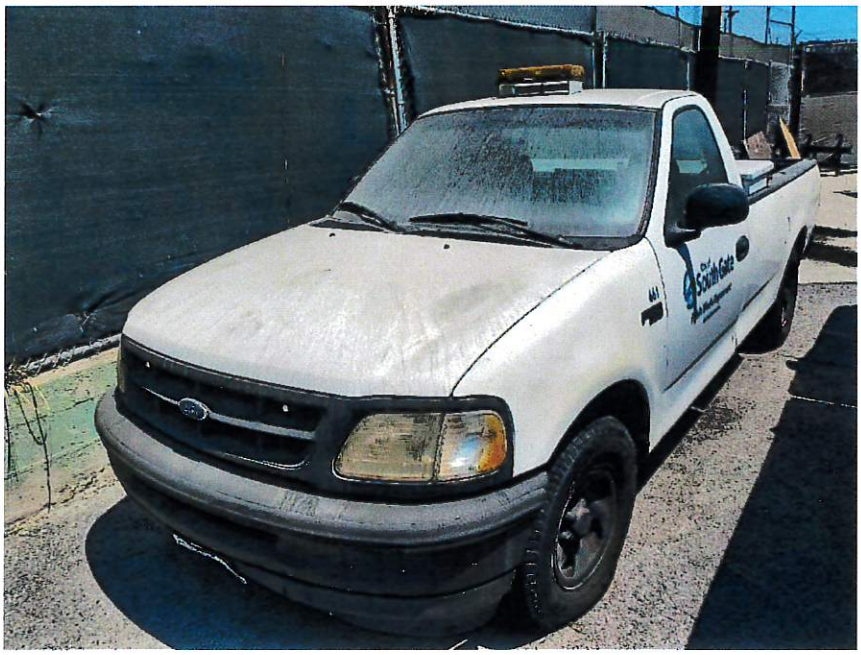
Unit: 152
Year: 2013
Make: Dodge
Model: Charger
VIN: 2C3CDXAT6DH722470
Mileage: 79,015
Notes: Passenger side damage repairs outweigh vehicle's value.

2007 Hydrotek Trailer – Estimated Auction Value $500.00 - $800.00



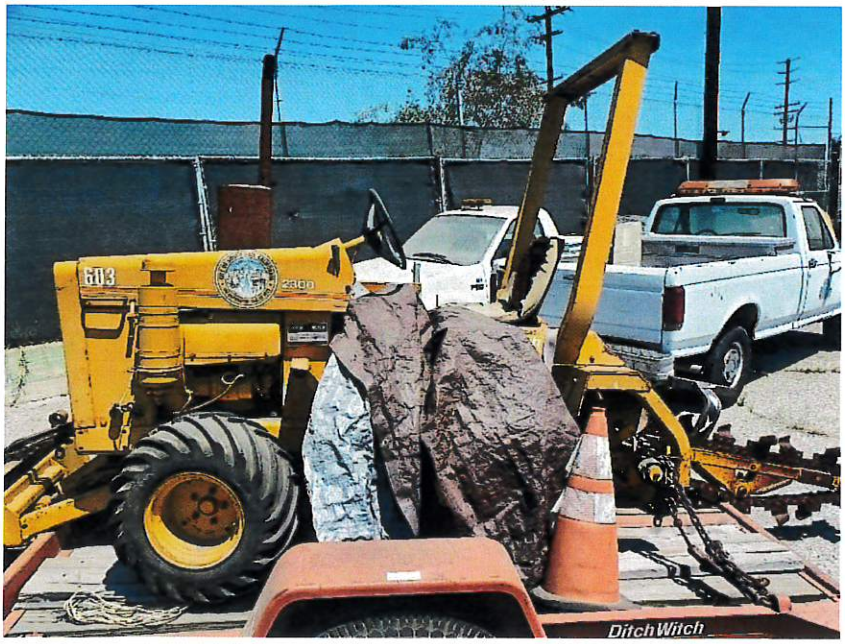
Unit: 605
Year: 2007
Make: HYDROTEK
Model: ----
VIN: ----
Hours: 611
Notes: No longer in use.

1999 Ford F-150 Pickup Truck – Estimated Auction Value $500.00 - $900.00



Unit: 661
Year: 1999
Make: Ford
Model: F150
VIN: 1FTEF17W3VNC09960
Mileage: 134,275
Notes: Replaced due to age.

1985 Ditch Witch Trancher – Estimated Auction Value $700.00 - $1,000.00



Unit: 603
Year: 1985
Make: DITCH WITCH
Model: 2300 W1SC
VIN: 304754
HOURS: 338
Notes: No longer in use.

1999 Ford F-450 SD Utility Truck – Estimated Auction Value $ 1,250.00 - $1,750.00



Unit: 320
Year: 1999
Make: Ford
Model: F450
VIN:1FDXF46S7XED46522
Mileage: 108177
Notes: Replaced due to age.

2007 Chevrolet Tahoe Police – Estimated Auction Value $1,250 - $1,700.00



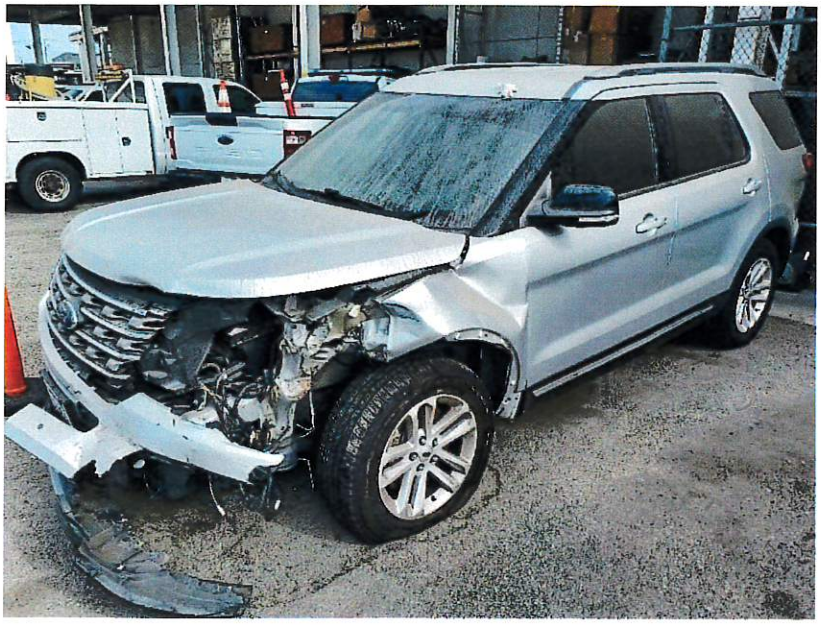
Unit: 409
Year: 2007
Make: Chevrolet
Model: Tahoe
VIN: 1GNEC03077R423809
Mileage: 156,904
Notes: Replaced due to age.

2006 Vermeer BC1000XL – Estimated Auction Value $3,000.00 - $4,500.00



Unit: ----
Year: 2006
Make: Vermeer
Model: BC100XL Wood chipper
VIN: 1VRY1119071008350
Hours: 186
Notes: Engine is no longer compliant for use by AQMD.

2016 Ford Explorer – Estimated Auction Value $750.00 - $1,100.00



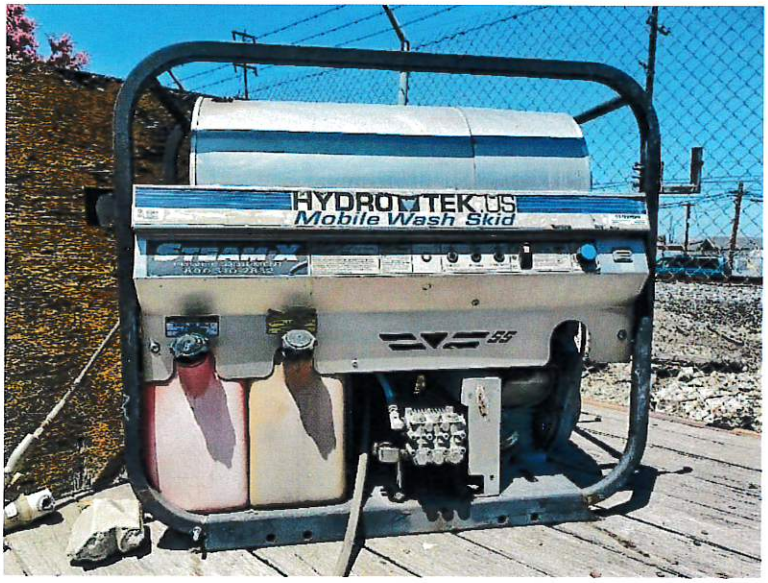
Unit: 130
Year: 2016
Make: Ford
Model: Explorer
VIN: 1FM5K7D88GGB35572
Mileage: 106489
Notes: Accident Damage repairs outweigh vehicle value.

1982 Ford F-350 Flatbed – Estimated Auction Value $700.00 - $1,000.00



Unit: 626
Year: 1982
Make: Ford
Model: F350
VIN: 1FDJF37E4CRA33391
Mileage: 15593
Notes: Removed from service due to age.

(1) Hydrotek – Estimated Auction Value $300.00 - $500.00



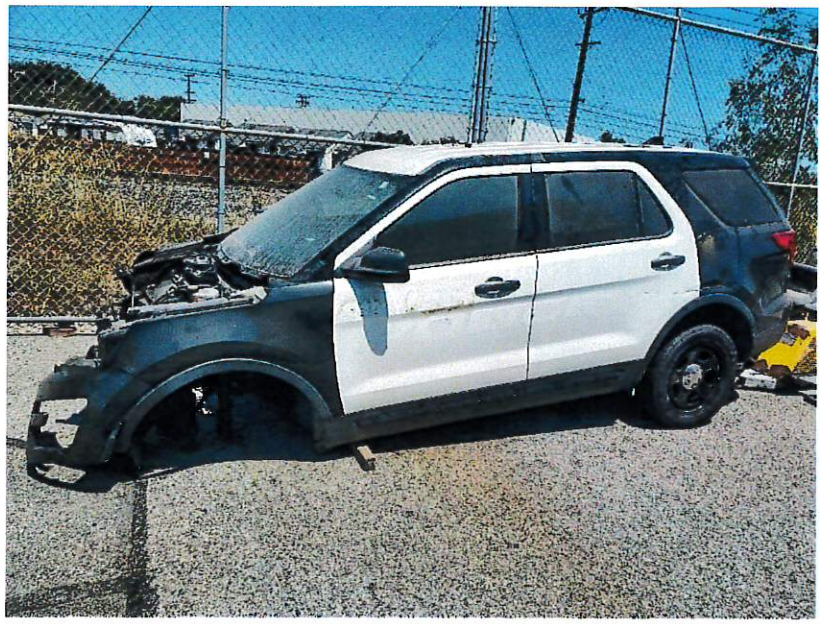
Unit: N/A Year:
Make: HYDROTEK
Model: SS30005VH Pressure washer
VIN: ------
HOURS: 1,322
Notes: No longer in use

2013 Terex TX650 – Estimated Auction Value $1,750.00 - $2,100.00



Unit: 406
Year: 2013
Make: TEREX
Model: TX650
VIN: SMFC44NF036DN1050
HOURS: 20,303
Notes: No longer needed. Will no longer meet compliance in California in 2028 by CARB.

2015 Ford Explorer (Totaled) – Estimated Auction Value $150.00 - $300.00



Unit: 155
Year: 2015
Make: Ford
Model: Explorer Interceptor
VIN: 1FM5K8AR0HGC57203
Mileage: 85583
Notes: Accident Damage repairs outweigh vehicles value

2012 Toyota Camry – Estimated Auction Value $2,250.00 - $2,750.00



Unit: 124
Year: 2012
Make: TOYOTA
Model: CAMRY
VIN: 4T1BF1FK1CU067379
Mileage: 70182
Notes: Transmission failed and cost to repair outweighs vehicle value.

2002 Ford F-250 SD Dump Truck – Estimated Auction Value $1,750.00 - $2,500.00



Unit: 291
Year: 2002
Make: Ford
Model: F550
VIN:1FDAF56S62EB79638
Mileage: 111,613
Notes: Replaced due to age

2006 Ford Fusion – Estimated Auction Value $1,800.00 - $2,500.00



Unit: 903
Year: 2006
Make: Ford
Model: Fusion
VIN: 3FAFP07ZX6R245303
Mileage: 37345
Notes: Removed due to lack of use.

1999 Ford Ranger – Estimated Auction Value $1,600.00 - $2,250.00



Unit: 602
Year: 1999
Make: Ford
Model: Ranger
VIN: 1FTYR14V3XPA20393
Mileage: 159668
Notes: Replaced due to age.

1990 Ford F-250 Pickup Truck – Estimated Auction Value $750.00 - $1,100.00



Unit: 242
Year: 1990
Make: Ford
Model: F250
VIN: 1FTEF25H2LKB33558
Mileage: 13314
Notes: Removed due to age.

1998 Ford F-150 Pickup Truck – Estimated Auction Value $750.00 - $1,200.00



Unit: 232
Year: 1998
Make: Ford
Model: F150
VIN: 1FTZX17W0WKB88826
Mileage: 96759
Notes: Replaced due to age.

1998 Case W14B Wheel Loader – Estimated Auction Value $2,750.00 - $4,100.00



Unit: 299
Year: 1988
Make: Case
Model: W14B
VIN: JAK0017670
Hours: 2880
Notes: Removed due to age and will be out of emissions compliance.

1999 Ford F-450SD Utility Truck – Estimated Auction Value $1,700.00 - $2,250.00



Unit: 662
Year: 1999
Make: Ford
Model: F450
VIN: 1FDXF46SOXEB27692
Mileage: 35,531
Notes: Replaced due to age.

1997 Ford F-150 Pickup Truck – Estimated Auction Value $500.00 - $750.00



Unit: 647
Year: 1997
Make: Ford
Model: F150
VIN: 1FTEF1761VKB06375
Mileage: 197,030
Notes: Replaced due to age.

1988 Ford F-250 Pickup Truck – Estimated Auction Value $500.00 - $700.00



Unit: 225
Year: 1988
Make: Ford
Model: F250
VIN: 1FTEF25H1KKA31070
Mileage: 42424
Notes: replaced due to age

2002 Ford F-550 SD Dump Truck – Estimated Auction Value $1,750.00 - $2,500.00



Unit: 290
Year: 2002
Make: Ford
Model: F550
VIN: 1FDAF56S22EC46185
Mileage: 124,922
Notes: Replaced due to age.

Office of the
South Gate City Clerk
SEP 18 2025
FILED
2:30PM

Item No. 4

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Police Department**

Department Director: For: Darren Arakawa ***City Manager:*** Rob Houston

SUBJECT: RESOLUTION TO APPROVE THE LOS ANGELES INTERAGENCY METROPOLITAN POLICE APPREHENSION CRIME TASK FORCE JOINT POWERS AGREEMENT (LA-Impact JPA)

PURPOSE: To enter into a Joint Powers Agreement (JPA)with the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT).

RECOMMENDED ACTIONS: The City Council will consider:

a. Adopting a Resolution approving the Los Angeles Interagency Metropolitan Police Apprehension Crim Task Force Joint Powers Agreement (LA Impact JPA).
b. Approving the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force Joint Powers Agreement, thus authorizing the City's Membership in the LA Impact Authority; and
c. Authorizing the City Manager to Execute the JPA Agreement.

FISCAL IMPACT: No fiscal impact.

ANALYSIS: LA IMPACT is a crime fighting task force which operates under the Board of Directors that is overseen by the Los Angeles County Police Chiefs Association. Previously, LA IMPACT operated under a Memorandum of Understanding. However, due to fiscal and operational concerns, South Gate Police Department has not participated in the task force. To participate in LA IMPACT and utilize resources available to South Gate Police Department from LA IMPACT, the City of South Gate should consider entering into Agreement with LA IMPACT.

BACKGROUND: Inaugurated on July 1, 1991, the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT) is a compilation of numerous Federal, State, and local Law Enforcement agencies in Los Angeles County whose primary focus is to investigate major crimes, with an emphasis on dismantling mid to major level drug trafficking organizations. The task force was founded by the Los Angeles County Police Chiefs' Association, who currently act as the Board of Directors.

LA IMPACT is one of the most prolific, innovative and progressive crime task forces in the country through its wide range of abilities and expertise. Many of the task force members are

seasoned investigators from a myriad of different disciplines who possess expertise outside the realm of narcotic enforcement. This enables LA IMPACT to provide a diverse range of investigative services in the areas of property crimes, financial crimes and crimes against persons, in addition to narcotic enforcement during times of mutual aid by requesting entities.

LA IMPACT's primary area of expertise is narcotic enforcement. The task force is known for its surveillance capabilities and possesses the most extensive surveillance resources in California. LA Impact has specialized proficiency in the following areas: major drug trafficking organizations, money laundering, clandestine laboratory investigations, transportation and parcel interdiction, and burglary investigations. LA IMPACT is also the primary clandestine laboratory response team for Los Angeles County.

Decision to Form a Joint Powers Authority

In 2005, the California Court of Appeal issued a decision stating that LA IMPACT, though not intended by member agencies to be a separate public entity, was, in fact, a local public agency whose Board of Directors meetings are subject to the open meeting requirements of the Ralph M. Brown Act.

Additionally, LA IMPACT was sued in two civil lawsuits involving claims by former non-sworn contract employees. While both lawsuits were settled in the summer of 2009, the current MOU does not provide a formal mechanism to address the question of, when litigation is commenced against LA IMPACT, whether LA IMPACT or member agencies are required to fund the defense of the litigation and any settlement or judgment that may result.

In light of the Court of Appeal's 2005 decision and the two lawsuits against the task force, the Board of Directors believed that operating under the informal arrangement of an MOU was no longer prudent, and that it would be in LA IMPACT's and its members' best interests to formally organize itself as a Joint Powers Authority governed by an Agreement that explicitly addresses these and other issues of legal concern. The JPA was officially created in 2011, adding members over time to its present size of 44 members. Currently, the only municipalities in Los Angeles County that are not members of the JPA are the cities of South Gate, Vernon, and Bell.

DISCUSSION:

JPA Key Points

Under the JPA, LA Impact possesses the following powers:

(1) To make and enter into contracts, including but not limited to, agreements for the purpose of purchasing/leasing and or disposing of supplies and equipment;

(2) To make and enter into contracts with public entities as Associate Members;

(3) To receive compensation, gifts, contributions and donations of property, funds, services and other forms of financial assistance;

(4) To acquire, construct, manage, maintain or operate any building, works or improvements;

(5) To sue and be sued in its own name;

(6) To apply for, receive and utilize appropriate grants under any Federal, state or local programs for assistance;

(7) To issue bonds and to otherwise incur debts, liabilities and obligations, provided that no such bond, debt, liability or obligation shall constitute a debt, liability or obligation to the individual respective Members;

(8) To appoint/hire officers, employees, agents or consultants, and adopt personnel rules and policies governing officers and employees;

(9) To reimburse Member's overtime expenditures for their personnel as set forth by the Executive Director of the Authority;

(10) To distribute proceeds from asset forfeiture seizures to Members and Associate Members as specified by the Agreement in accordance with rules and formula developed by the Board of Directors;

(11) To obtain all types of insurance as may be necessary to cover the liabilities of the Authority or its Members as determined by the Board of Directors; and

(12) To promulgate, adopt, and enforce any rules and regulations, as may be necessary and proper to implement and effectuate the terms, provisions, and purposes of this Agreement.

Governance

LA Impact is governed by a Board of Directors, which are comprised of the President of the Los Angeles County Police Chief's Association, the Police Chief of the law enforcement agency of each member City, the Los Angeles County Sheriff or Undersheriff, and a representative of any Federal or State agency which is a Member. The Board has established a thirteen (13) member Executive Committee, which shall include the President of the Los Angeles County Police Chief's Association and the Chair of the Authority. An Executive Director administers the daily business and activities of the Authority, subject to general supervision and policy direction of the Board of Directors and the Executive Committee. The Executive Director will provide for the appointment of support staff as may be necessary.

Operating Budget

Currently the L.A. IMPACT budget is approximately $7.2 million per year with the majority of the funding coming from Federal and State grants, in addition to asset forfeitures. Membership in the JPA is not a commitment to provide personnel, nor is there an obligation to do so. Each agency that does provide personnel is currently responsible for their employee's salary and benefit package, and this arrangement will remain in place. L.A. IMPACT reimburses each agency with a certain number of hours per month of overtime.

Conclusion

As mentioned above, the South Gate Police Department is not a member of LA Impact. Considering the benefits available to the South Gate Police Department, and opportunities to

help shape the LA Impact policies going forward, there is no "down-side" to becoming an LA-Impact Member City.

Therefore, staff recommends that the City Council adopts the attached Resolution.

ATTACHMENTS: A. LA Impact Joint Powers Agreement
B. Proposed Resolution

JOINT POWERS AGREEMENT FOR LOS ANGELES INTERAGENCY METROPOLITAN POLICE APPREHENSION CRIME TASK FORCE (L.A. IMPACT)

This Agreement is executed by and among those public agencies, duly organized and existing, which are parties signatory to this Agreement. All such public agencies, hereinafter each called a Member, shall be listed in Exhibit A to the Agreement. This Agreement is dated September 23, 2025 for reference purposes.

Each public agency executing this Agreement shall be referred to individually as "Member," with all referred to collectively as "Members."

RECITALS

WHEREAS, the Members have and possess the power and authorization to organize and establish a consolidated law enforcement task force to address criminal justice issues for the benefit of the lands and inhabitants within their respective boundaries; and

WHEREAS, the Members propose to join together to establish, operate, and maintain a joint powers authority for the purpose of integrating resources and investigative efforts to address emerging criminal justice issues and for the benefit of their respective lands and inhabitants; and

WHEREAS, it is in the public interest to provide a means by which other public agencies may request services for the benefit of their lands and inhabitants; and

WHEREAS, the Members have the authority under the Joint Exercise of Powers Act, in California Government Code Section 6500 et seq. (the "Act"), to enter into this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein the parties hereto agree as follows:

ARTICLE 1
DEFINITIONS

"Act" shall mean the Joint Exercise of Powers Act, in California Government Code Section 6500 et seq.

"Authority" shall mean the LOS ANGELES INTERAGENCY METROPOLITAN POLICE APPREHENSION CRIME TASK FORCE (L.A. IMPACT) created by this Agreement.

"Associate Member" means a public agency which is a party to an Associate Membership Agreement entered into between the Authority and such public agency pursuant to Article 4 hereof.

"Board of Directors" or "Board" shall mean the governing body of the Authority.

"Bylaws" shall mean guidelines adopted by the Board of Directors setting forth policies and procedures for the operation of the Authority and for the exercise of the Board's powers granted in this Agreement.

"Controller" shall mean the chief financial officer designated with the primary responsibility for financial accounting and reporting.

"Executive Committee" shall mean the Executive Committee of the Board of Directors of the Authority.

"Fiscal Year" shall mean that period of twelve months which is established by the Board of Directors or the Bylaws as the fiscal year of the Authority.

"Government Code" shall mean the California Government Code, as it may be amended from time to time.

"Member(s)" means any public agency as the term "public agency" is defined by Section 6500 of the Joint Powers Law, which includes, but is not limited to, any federal, state, county, city, public corporation, public district of this state or another state, or any joint powers authority formed pursuant to the Joint Powers Law by any of these agencies which has executed this Agreement and has become a member of the Authority.

ARTICLE 2
PURPOSES

2.01 The purpose of the Authority is to establish a separate organization for the exercise of powers common to the Members, which may include promoting coordinated law enforcement efforts and facilitating the integration, investigation and sharing of criminal justice information, data, and issues in the manner set forth in this Agreement.

2.02 The Authority is intended to promote coordinated law enforcement efforts, and to address emerging criminal justice issues throughout the Los Angeles County area and other areas that appear to have a connection or nexus to Los Angeles County, encouraging maximum cooperation between all law enforcement and prosecutorial agencies, and promoting the safety of both police personnel and the public, accomplished in an effective manner within constitutional guidelines, including but not limited to:

a) Target, investigate, and cause to be prosecuted individuals who organize, direct, finance, or otherwise engage in drug trafficking enterprises or money laundering, placing a high priority on those subjects engaged in the importation of drugs and to interdict such illicit supply lines and seize their drugs.

b) Identify, cause to be prosecuted and ultimately cause to be convicted drug traffickers and to seize assets derived through drug trafficking through the effective methods of a task force approach.

c) Use short and long term investigations to focus on the eradication of criminal activity within street gangs by extracting the criminal hierarchy and disrupting the organizational flow of street gangs.

d) Assist Members or Associate Members, when requested, in criminal investigations, lending of equipment, sharing of information, providing support personnel, specialized expertise, training or other needs that the Authority can provide at the time the request is made.

e) Assist non-Member agencies, when requested and with the approval of the Executive Director or designee, in criminal investigations, lending of equipment, sharing of information, providing support personnel, specialized expertise, training or other needs that the Authority can provide at the time the request is made.

f) Apply for grants and implement programs to address issues of narcotics, terrorism and Homeland Security.

ARTICLE 3
PARTIES TO AGREEMENT; EFFECTIVE DATE

3.01 Each Member, as a party to this Agreement, certifies that it intends to and does contract with all other Members as parties to this Agreement and with such other public agencies as later may be added as parties to this Agreement.

3.02 This Agreement shall become effective, and the Authority shall come into existence, when the following event occurs (the "Effective Date"):

a) This Agreement is authorized and executed by not less than ten (10) public agencies; and

b) Forty-five days has elapsed after the authorization and execution by not less than ten (10) public agencies.

3.03 The Board shall also designate a period, which shall be not less than 180 days after the Bylaws are adopted, during which Members may submit written

notice of immediate withdrawal from the Authority. There will be no costs for any Member that withdraws from the Authority within this time period. It is the intent of the Members that Bylaws will be developed and adopted by the Board, as authorized under Section 6.04(a), and that the Authority will seek applicable and necessary liability coverage during this period.

Notice shall be given to all Members pursuant to Section 18.02 within five (5) days of adoption of the Bylaws. The notice shall include a copy of the adopted Bylaws and a statement of the extent and type of liability coverage which the Authority can obtain. After the Bylaws have been adopted, Members may withdraw from the Authority during the specified period in accordance with the provisions of this Section 3.03. After expiration of said stated time period, any Member may withdraw from the Authority in accordance with Article 16 hereinbelow.

ARTICLE 4
ASSOCIATE MEMBERSHIP AGREEMENT

4.01. Power to Enter Into Associate Membership Agreements. In addition to those powers specified in this Agreement, the Authority shall have the power to enter into Associate Membership Agreements with any public agency upon the approval thereof by the Board.

4.02. Contents of Associate Membership Agreement. Each Associate Membership Agreement shall:

a) State that the public agency is an Associate Member of the Authority.

b) Specify that the purpose of the Associate Membership Agreement is (i) to facilitate cooperation between law enforcement agencies to carry out the stated purposes of the Authority; and/or (ii) to contribute law enforcement personnel, who shall remain under the general direction and control of the respective Associate Member agency to which they belong, to the Authority to assist in carrying out the activities of the Authority.

c) Restrict the powers and obligations of such public agency with respect to the Authority to those enumerated in this Article 4;

d) Specify that such public agency shall not have the power to: (i) vote on any action to be taken by the Authority; or (ii) appoint a Director to the Board;

e) Specify the fees, if any, to be charged such public agency for its participation in the Authority; and

f) Specify to what extent, if any, the Associate Member may share in asset distributions.

4.03. Approval of Associate Membership Agreements. In determining whether to approve an Associate Membership Agreement with a public agency which proposes to be an Associate Member, the Directors may take into account any criteria deemed appropriate to the Directors.

ARTICLE 5
POWERS

5.01 The Authority shall possess in its own name, and the Members delegate to it, the following enumerated powers:

a) To make and enter into, in its own behalf and not on behalf of the individual Members, contracts consistent with this Agreement, including, but not limited to, contracts to purchase/lease and/or dispose of supplies and equipment,.

b) To receive gifts, contributions, and donations of property, funds, services, and other forms of financial assistance from persons, firms, corporations, and any governmental entity, in accordance with applicable Los Angeles County Conflict of Interest Code and State conflict of interest laws.

c) To sue and be sued in its own name.

d) To apply for appropriate grants under any Federal, State, or local programs for assistance in developing any of its programs or providing services to other public entities.

e) To issue bonds and to otherwise incur debts, liabilities and obligations, provided that no such bond, debt, liability or obligation shall constitute a debt, liability or obligation of the individual respective Members.

f) To appoint committees, adopt rules, regulations, policies, Bylaws, and procedures governing the operation of the Authority.

g) To add Members or Associate Members to the Authority as approved by the Authority Board of Directors and the existing Members as provided herein.

h) To appoint/hire officers, employees, agents, or consultants and adopt personnel rules and policies governing officers and employees.

i) To reimburse Members for overtime expenditures of a Member's contributed personnel who is/are assigned to assist in carrying out the activities

of the Authority as directed by the Executive Director of the Authority and approved by the Executive Committee in accordance with Section 13.06 of this Agreement. Said overtime expenditures, if any, shall be paid in accordance with all applicable State and Federal laws, including the Fair Labor Standards Act.

j) To purchase equipment with prior approval by the Executive Director and pursuant to a purchasing policy adopted by the Board of Directors in accordance with Section 5.04.

k) To distribute proceeds from asset forfeiture seizures to Members, and to Associate Members as applicable, in accordance with rules and formula specified in the Bylaws and applicable Federal and State law.

l) To assign personnel contributed from the Members or Associate Members to positions that fulfill the needs of the Authority, who shall remain under the general direction and control of the respective Member or Associate Member agency to which such personnel belong.

m) To invest and manage Authority funds, by and through the Treasurer, in accordance with State law.

n) To obtain all types of insurance as may be necessary to cover the liabilities of the Authority or its Members as determined by the Board.

o) To exercise such other powers and authority as are necessary and proper to carry out its functions herein, and as provided in the Act.

5.02 Each Member expressly retains all rights and powers to investigate, finance, plan, develop, construct, equip, maintain, repair, manage, operate and control equipment, facilities, properties, projects, and information that it deems in its sole discretion to be necessary or desirable for its own criminal justice needs, and that are authorized by the laws governing it. This Agreement shall not be interpreted, and the Authority created herein, shall not have the power to impair or control any of the Members' respective rights, powers, or title to such investigations, equipment, facilities, properties, information, and projects, nor shall any Member be required to provide additional personnel, equipment, or services to the Authority than as provided in this Agreement, without the written consent of the Member.

5.03 Each Member expressly retains all rights and powers to use other funds or funding sources to investigate, finance, plan, develop, construct, equip, maintain, repair, manage, operate, and control equipment and facilities for their criminal justice needs.

5.04 Pursuant to and to the extent required by Government Code Section 6509, including the power to contract, the Authority shall be restricted in the exercise of

its powers in the same manner as the City of Los Angeles is restricted in its exercise of similar powers; provided that, if the City of Los Angeles shall cease to be a Member, then the Authority shall be restricted in the exercise of its power in the same manner as the City of Long Beach.

ARTICLE 6
ORGANIZATION

6.01 Composition of Board. The Authority shall be governed by the Board of Directors, which shall be composed of the President of the Los Angeles County Police Chiefs Association, the Police Chief of the city law enforcement agency of each Member city, the Los Angeles County Sheriff, and any designated representative of any Federal or State agency which is a Member. The Police Chief of the City of Los Angeles and the Los Angeles County Sheriff may designate an alternate to act in his/her place on the Board, provided the alternate is a person at executive command rank. Each Member shall provide a written designation of its Director representative to the Authority. The Board shall maintain a list of all current Members in good standing who serve on the Board, including but not limited to any Federal or State agency which is a Member. The Board of Directors may allow for an alternate of the designated representative to the Authority in accordance with the Bylaws of the Authority.

6.02 Termination of Status as Director. A Director shall be removed from the Board of Directors upon the occurrence of any one of the following events:

a) The withdrawal or removal of the Member from the Authority;

b) The death or resignation of the Director;

c) The Authority's receipt of written notice from the Member that the Director is no longer qualified as provided in Section 6.01 of this Article.

6.03 Compensation. Directors and their alternates, if any, are not entitled to compensation by the Authority. The Board of Directors may authorize reimbursement of expenses incurred by Directors in the performance of services for the Authority where such expenses are not paid by the employing Member.

6.04 Powers of Board. The Board of Directors shall have the following powers and functions:

a) Except as otherwise provided in this Agreement, the Board shall exercise all powers and conduct all business of the Authority, either directly or by delegation to other bodies or persons. The primary objective of the Board is to establish overall policy and strategy. As such, the Board may adopt Bylaws or other guidelines setting forth policies and procedures for the operation of the Authority and for the exercise of the Board's powers granted herein.

b) The Board shall form an Executive Committee, as provided in Article 8. The Executive Committee may exercise all powers or duties of the Board, except (i) the adoption of the Authority's annual budget or any amendments thereto, (ii) the adoption of the Bylaws or any amendments thereto, and (iii) the issuance of bonded debt, which powers are expressly reserved to the Board. All actions by the Executive Committee shall be subject to review, and approval, modification or disapproval, by the Board at its discretion.

c) The Board may form, as provided in Article 10, such other advisory committees as it deems appropriate or it may delegate such power to the Executive Committee in the Bylaws or by resolution of the Board. The membership of any such other committee may consist in whole or in part of persons who are not members of the Board.

d) The Board shall cause to be prepared, and shall review, modify as necessary, and adopt the annual operating budget of the Authority. To the extent that the budget includes funding by Members, such funding is subject to approval by the governing bodies of those Member agencies. Adoption of the budget may not be delegated.

e) The Board shall receive, review and act upon periodic reports and audits of the funds of the Authority, as required under Articles 10 and 13 of this Agreement.

f) The Board shall develop the rules and formula for the distribution of proceeds from asset forfeiture seizures, consistent with applicable Federal and State law, to its participating Members and Associate Members which are reasonably related to each such participant's contribution of personnel and/or participation in the activities of the Authority.

g) The Board shall have such other powers and duties as are reasonably necessary to carry out the purposes of the Authority including but not limited to adopting contracting and purchasing rules and regulations, in accordance with Section 5.04, internal financial controls, personnel rules and regulations, and similar rules and regulations consistent with State law governing public agencies.

h) Meetings of the Board of Directors, Executive Committee, and any other "legislative body" of the Authority, as that term is defined in Section 54952 of the Government Code, shall be called, noticed, and conducted in accordance with the Ralph M. Brown Act, Section 54950 et seq. of the Government Code.

ARTICLE 7
MEETINGS OF THE BOARD OF DIRECTORS

7.01 Regular Meetings. The Board of Directors shall hold at least two (2) regular meetings each year. The Board of Directors shall fix by resolution or in

the Bylaws the date upon which, and the hour and place at which, each regular meeting is to be held.

7.02 Minutes. The Authority shall have minutes of each regular, adjourned regular, and special meetings kept by the Secretary. As soon as practicable after each meeting, the Secretary shall forward to each Board member a copy of the minutes of such meeting.

7.03 Quorum. A majority of all members of the Board and the Executive Committee, respectively, is a quorum for the transaction of business. A vote of the majority of a quorum at a meeting of the Board or the Executive Committee is sufficient to take action unless otherwise provided in the Bylaws; except that a majority of all members of the Board is required in order to take action on: (i) the adoption of the Authority's annual budget and any amendment(s) thereto, (ii) the adoption of the Bylaws and any amendment(s) thereto, and (iii) the issuance of any bonded debt of the Authority. However, less than a quorum may adjourn from time to time but may not take action on matters before the Board or Executive Committee.

7.04 Voting. Each Member of the Board shall have one vote.

ARTICLE 8
EXECUTIVE COMMITTEE

8.01 The Board shall establish an Executive Committee which shall consist of a total of thirteen (13) Directors selected from the Board, which shall include the President of the Los Angeles Police Chiefs Association, the Sheriff of the County of Los Angeles or his/her designee (provided such designee shall be at an executive command level) and the Chair of the Authority designated pursuant to Article 9. Except as otherwise provided herein, the composition, the terms of office of the Directors, and the conduct of the Executive Committee shall be as provided in the Bylaws. The Executive Committee shall conduct the business of the Authority between meetings of the Board, exercising all those powers as provided for in Section 6.04(b), or as otherwise delegated to it by the Board.

8.02 Each Director on the Executive Committee shall be confirmed and approved by the Board of Directors, and, with the exception of the President of the Los Angeles County Police Chiefs Association, must be a Member with personnel assigned to the taskforce.

8.03 Any vacancy on the Executive Committee shall be filled by the Board within ninety (90) days of the vacancy.

ARTICLE 9
OFFICERS

9.01 The Board shall nominate and elect a Chair, Vice Chair, and Secretary of the Authority, each for a term of two (2) years, from among the Directors at its last meeting of every other Fiscal Year. Each officer shall assume the duties of the respective office upon election. If an officer ceases to be a member of the Board, the resulting vacancy shall be filled at the next regular meeting of the Board held after the vacancy occurs or at a special meeting of the Board called to fill such vacancy. In the absence or inability of the Chair to act, the Vice Chair shall act as Chair. The Chair shall preside at and conduct all meetings of the Board. The Board may appoint such other officers as it considers necessary and as provided in the Bylaws.

ARTICLE 10
COMMITTEES

10.01 The Board may establish advisory committees as it deems appropriate or it may, in the Bylaws or by resolution, delegate such power to the Executive Committee. Members of committees shall be appointed by the Board or the Executive Committee. Each committee shall have those duties as determined by the Board or the Executive Committee or as otherwise set forth in the Bylaws. Each committee shall meet on the call of its chairperson, and shall report to the Executive Committee and the Board as directed by the Board or the Executive Committee.

ARTICLE 11
LIABILITY OF BOARD OF DIRECTORS, OFFICERS AND COMMITTEE MEMBERS

11.01 The members of the Board of Directors, officers and committee members of the Authority shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties pursuant to this Agreement.

No Director, officer or committee member shall be responsible for any action taken or omitted by any other Director, officer or committee member. No Director, officer or committee member shall be required to give a bond or other security to guarantee the faithful performance of his or her duties pursuant to this Agreement.

The Authority shall acquire and maintain insurance protection as is necessary to protect the interest of the Authority and its Members in its administration of the Authority in accordance with Section 14.06 below.

ARTICLE 12
STAFF

12.01 Principal Staff. The following staff members shall be appointed by and serve at the pleasure of the Executive Committee:

a) Executive Director. The Executive Director shall administer the daily business and activities of the Authority, subject to the general supervision and policy direction of the Board and the Executive Committee; shall be responsible for all minutes, notices and records of the Authority; shall administer all contracts; may enter into contracts within authority set by the Board or Executive Committee, and shall perform such other duties as are assigned by the Board or Executive Committee. The Executive Director shall be a peace officer employed by one of the Members or Associate Members of the Authority and shall have obtained senior law enforcement management rank that will provide a range of operational capability to the Authority.

b) Legal Counsel. With the approval of the Board, legal counsel shall be provided by one or more Member agencies to serve as general counsel ("General Counsel") to the Authority, except to the extent that among those agencies, conflicts of interest prevent such representation. The specific and ongoing duties of General Counsel may be rotated, as determined among those agencies, and shall be on a voluntary basis at no cost to the Authority. However, nothing in this Agreement shall prevent or be construed to prevent the Authority from seeking and engaging legal counsel from a private legal firm to handle any matter, subject to the approval of the Executive Committee.

12.02 Support Staff. Subject to the approval of funding in the Authority's budget and to the general supervision and direction of the Board and Executive Committee, the Executive Director shall provide for the appointment of such other staff as may be necessary for the administrative support of the Authority, which staff shall be employees of the Authority. Upon mutual agreement, a Member may provide supplemental administrative support services in exchange for reimbursement by the Authority, or as a contribution credit for services. Administrative personnel of a Member performing these functions remain employees of the contributing Member, and are not employees of the Authority.

12.03 Treasurer and Controller. Pursuant to Section 6505.5 of the Act, the City of La Verne Treasurer and Controller are hereby designated as the Treasurer and Controller, respectively, of the Authority. The Treasurer shall be the depository and have custody of all funds of the Authority. The Controller shall assure that there shall be strict accountability of all funds and reporting of all receipts and disbursements of the Authority. The Treasurer and Controller shall have the duties and obligations set forth in Section 6505 and 6505.5 of the Act, as those sections may be amended from time to time. To the extent permitted by the Act, the Board of Directors may change the Treasurer and Controller of the Authority to any person or entity that is authorized by the Act to occupy such offices.

12.04 Compensation. With the exception of payments to the City of La Verne for work performed by the Treasurer and Controller, per a written agreement

approved by the Board of Directors for financial services, there shall be no direct compensation paid by the Authority to any individuals contributed by a Member or Associate Member agency to serve in the capacity as an officer of the Authority, such as the Executive Director, Treasurer, General Counsel, or any other individuals who are employed by a Member or Associate Member agency and contributed to the Authority under this Article 12. The Authority shall consider the services of such personnel as part of a formula for the purpose of the distribution of proceeds from asset forfeiture seizures as provided in Section 5.01(k) to the contributing Member or Associate Member, unless direct reimbursement is otherwise authorized pursuant to Section 12.02 or Section 13.06 of this Agreement.

12.05 Personnel Contributed by Members. Participating personnel (both sworn and non-sworn) assigned to the Authority by a Member or Associate Member shall not be considered employees or contractors of the Authority for any purpose. Such personnel shall during the period of assignment remain employees of the assigning Members or Associate Members.

ARTICLE 13
BUDGET, OPERATING FUNDS, AND AUDITS

13.01 Annual Budget. The Executive Director will prepare and submit to the Board of Directors in sufficient time for revision and adoption prior to July 1 of each year, the annual budget of the Authority for the next succeeding Fiscal Year.

13.02 Disbursement of Funds. The Executive Director or his/her designee shall cause to have warrants drawn for the payment of funds or disbursements and such requisition for payment in accordance with rules, regulations, policies, procedures, and by-laws adopted by the Board. The Executive Director may apply for and receive and use credit cards for the sole purpose of conducting Authority business in accordance with written rules and regulations adopted pursuant to AB 1234.

13.03 Accounting. All funds received by the Authority shall be placed in the custody of the Treasurer. These funds shall be given object accounts, and the receipt, transfer, or disbursement of such funds during the term of this Agreement shall be accounted for by the Controller in accordance with generally accepted accounting principles applicable to governmental entities. There shall be strict accountability of all funds by the Controller. All revenues and expenditures shall be reported by the Controller to the Executive Committee on a quarterly basis, unless otherwise required by the Board of Directors.

13.04 Approval of Expenditures. All expenditures within the approved budget shall be made upon the approval of the Executive Director in accordance with the rules, policies, and procedures adopted by the Board.

13.05 Records and Audit. The Controller shall cause to be kept accurate and correct books of account showing in detail all financial transactions of the Members relating to the Authority, which books of account shall correctly show any receipts and also any costs, expenses, or changes paid or to be paid to a Member. Said books and records of the Authority in the hands of the Controller shall be open to inspection at all times during normal business hours by any representative of a Member, or by any accountant or other person authorized by a Member to inspect said books of records. The Controller shall cause the books of account and other financial records of Authority to be audited annually, or biennially if so authorized by the Board of Directors, by an independent certified public accountant and any cost of the audit shall be paid by the Authority. The minimum requirements shall be those prescribed by the State Controller under California Government Code section 26909 and in conformance with generally accepted auditing standards. The annual audit, or biennial as the case may be, shall be submitted to the Board of Directors and the Executive Committee when completed.

13.06 Compensation of Contributed Personnel. All participating personnel contributed and assigned to the Authority by a Member or Associate Member shall have their salary, benefits, and overtime paid by the respective Member or Associate Member. The Authority may, but is not obligated to, reimburse a Member or Associate Member for the overtime of sworn personnel and/or for salary, benefits and overtime of non-sworn personnel contributed for administrative support as authorized by Section 5.01(i) and Section 12.02, respectively and as approved by the Executive Director. It shall be the responsibility of the Authority to institute an auditing system wherein the hours worked by each individual will be documented and reported on a weekly basis, listing case reference numbers for submission in a timely manner to the individual's contributing agency.

ARTICLE 14
INDEMNIFICATION AND INSURANCES

14.01 Obligations of the Authority. The debts, liabilities and obligations of the Authority ("Authority Obligations") shall be the debts, liabilities and obligations of the Authority alone. The Authority Obligations shall not constitute debts, liabilities and obligations of any individual Member, and the Members shall have no liability therefore.

14.02 Contributed Member Employees. The Members acknowledge that each Member may be contributing and assigning its own personnel to a cooperative pool of personnel to provide service to the Authority. Each such contributing Member shall be solely responsible for and retain all debts, liabilities, and other obligations for all activities of its employees while acting in the course and scope of their assignment to the Authority, and shall maintain sufficient insurance

coverage, as determined by the Member, in effect at all times to cover any such claim, loss, liability, or obligation, or otherwise provide for payment of such liability. Members may elect to self insure any insurance obligation under this Agreement.

14.03 Member Indemnity for General Liability of Contributed Employee. Except as provided in Section 18.05, each Member shall protect, defend, indemnify, and hold free and harmless the Authority and the other Members, their respective elected and appointed boards, officials, officers, agents, volunteers, and employees from and against any and all liabilities, damages, loss, cost, claims, expenses, actions, or proceedings of any kind or nature caused by a contributed employee of the Member who is performing Authority law enforcement or support functions, including, but not by way of limitation, injury or death of any person, injury or damage to any property, including consequential damages and attorney's fees and costs, resulting or arising out of or in any way connected with the alleged willful or negligent acts or alleged failure to act in the course and scope of carrying out their responsibilities in the performance of their duties to the Authority and for which each Member shall maintain sufficient liability coverage, pooled self-insurance coverage, or a program of self-insurance, which includes coverage for contractual promises to indemnify, in effect at all times as determined by the Board of Directors, to cover any such damage claim, loss, cost, expense, action, proceeding, liability, or obligation.

14.04 Member Indemnity for Workers Compensation Liability of Contributed Employee. Each Member shall fully indemnify and hold harmless the Authority and each other Member, its officers, employees and agents, from any claims, losses, fines, expenses (including attorneys' fees and court costs or arbitration costs), costs, damages or liabilities arising from or related to (1) any workers' compensation claim or demand or other workers' compensation proceeding arising from or related to, or claimed to arise from or relate to, employment which is brought by an employee of the respective agency or any contract labor provider retained by the law enforcement agency, or (2) any claim, demand, suit or other proceeding arising from or related to, or claimed to arise from or relate to, the status of employment (including without limitation, compensation, demotion, promotion, discipline, termination, hiring, work assignment, transfer, disability, leave or other such matters) which is brought by an employee of the law enforcement agency or any contract labor provider retained by the law enforcement agency.

14.05 Risk Management. The Authority shall employ the principles of sound risk management in its operations. Risks of loss shall be identified, evaluated, and treated in a manner that protects the Authority and each Member from adverse financial consequences. This may be accomplished in part through the purchase of appropriate commercial insurance. The Board of Directors may designate a Risk Manager from one of the Members (the "Authority Risk Manager") who shall act in an advisory capacity to the Board to provide guidance in the area of risk

management, loss control, insurance procurement, and claims management. The Authority Risk Manager or his/her designee will be responsible for maintaining the original insurance policies and other risk management and insurance documents.

14.06 Authority Indemnity of Members. The Authority shall protect, defend, indemnify, and hold free and harmless the Members, their respective elected and appointed boards, officials, officers, agents, volunteers, and employees from and against any and all liabilities, damages, loss, cost, claims, expenses, actions, or proceedings of any kind or nature caused by staff employed by the Authority hired pursuant to Section 12.02 including, but not by way of limitation, injury or death of any person, injury or damage to any property, including consequential damages and attorney's fees and costs, resulting or arising out of or in any way connected with the alleged willful or negligent acts or alleged failure to act in the course and scope of carrying out their responsibilities in the performance of their duties to the Authority.

ARTICLE 15
MEMBER RESPONSIBILITIES

15.01 Each Member shall have the following responsibilities:

a) To appoint its Director, or alternate as may be allowed, to or remove from the Board as set forth in Article 6.

b) To consider proposed amendments to this Agreement as set forth in Article 18.

c) To make contributions in the form of membership premiums, assessments, and fees, if any, in accordance with the Bylaws and as determined by the Board, for the purpose of defraying the costs of providing the annual benefits accruing directly to each party from this Agreement. Any such contributions are subject to approval by the governing bodies of Member agencies from whom such contributions are sought.

d) To provide to the Authority such other information or assistance as may be necessary for the Authority to carry out crime prevention programs as determined by the Board.

ARTICLE 16
ADMISSION AND WITHDRAWAL OF PARTIES

16.01 Public agencies with law enforcement departments and federal and California law enforcement agencies may become Members of the Authority

upon approval and execution of this Agreement and under such terms and conditions as are determined by the Bylaws and upon approval of the Board.

16.02 The Executive Director shall file a notice of this Agreement within 30 days of its effective date with the office of the California Secretary of State, as required by Government Code Section 6503.5. Upon any change in membership, the Executive Director/Secretary shall file a notice of such change of membership within 10 days of its effective date with the Secretary of State and with the county clerk of each county in which the Authority maintains an office, as required by Government Code Section 53051.

16.03 Members may withdraw from the Authority in accordance with the following procedures and conditions:

a) A Member may withdraw as provided and in accordance with Section 3.03 of this Agreement.

b) After the expiration of the period provided in Section 3.03, a Member may withdraw as follows:

(1) Effective Date of Withdrawal for a Member or Associate Member. Such withdrawal shall become effective sixty (60) days following the giving of written notice of withdrawal of participation by any Member or Associate Member agency to the Executive Director. This 60-day period will provide for the timely transfer of assignments and the selection of replacement personnel.

2) Disposition of Assets Upon Withdrawal. Upon the withdrawal of a Member or Associate Member, that agency will receive its allocation of assets, including asset forfeiture funds, accrued until the date of withdrawal. Such allocation shall be reduced by the amount of any delinquent fees or assessments owed by the Member or Associate Member.

16.04 The Board of Directors may terminate membership of any Member or Associate Member upon majority vote of the entire Board, upon the effective date set by the Board.

ARTICLE 17
DISSOLUTION AND DISPOSITION OF ASSETS

17.01 Except as provided herein, the Members agree that all supplies and equipment purchased by the Authority shall be owned and controlled by the Authority as its sole and separate property and not as property of any Member.

17.02 The Authority shall continue to exist and exercise the powers herein until the Authority is terminated and dissolved by a vote of two-thirds of the entire Board of Directors; provided, however, that no such dissolution shall be complete and final until the Authority has satisfactorily disposed of all financial obligations

and claims, distributed all assets, and performed all other functions deemed necessary by the Board to conclude the affairs of the Authority.

17.03 Termination shall occur upon:

a) The written consent of two-thirds of the Board of Directors; and

b) Full satisfaction of all outstanding financial obligations of the Authority; and

c) All other contractual obligations of the Authority have been satisfied.

17.04 In the event of such termination of the Authority, any funds remaining following the discharge of all debts and obligations shall be disposed of by distribution to each Member who is on the Board immediately prior to the termination of the Authority, a share of such funds proportionate to the contribution made to the Authority by the Member which have accrued during its participation, to the extent determined by the Board in its sole discretion to be fair and equitable and consistent to the distribution of assets as specified in the Bylaws.

17.05 Notwithstanding any other provisions of the Agreement, the Members agree to abide by the following procedure for selling of equipment in the event the Agreement is terminated. The equipment shall be given a fair market value by an appraiser agreed upon by the Board. Before the equipment is sold on the open market, each Member shall have the right to purchase the equipment at a price and under terms as agreed upon by the Board which may include a financing arrangement for the purchaser to allow for a transition period after the termination of this Agreement. If an agreement cannot be reached concerning a purchase of the equipment, then it shall be sold on the open market. Proceeds from the sale of equipment upon termination of the Agreement shall be distributed to the Members in a manner consistent with the distribution of assets as provided in the Bylaws, and any modifications to that formula adopted by the Board.

ARTICLE 18
MISCELLANEOUS

18.01 Amendments. This Agreement may be amended with the majority approval of the Members; provided, however, that no amendment may be made that would adversely affect the interests of the owners of bonds, letters of credit, or other financial obligations of the Authority.

18.02 Notices. Any notice required or permitted to be made hereunder shall be in writing and shall be delivered in the manner prescribed herein at the principal place of business of each party. The party may give notice by:

Personal delivery;

E-mail;

U.S. Mail, first class postage prepaid;

Facsimile; or,

Any other method deemed appropriate by the Board.

At any time, by providing written notice to the other parties to this Agreement, any party may change the place, facsimile number or e-mail for giving notice. All written notices or correspondence sent in the described manner will be deemed given to a party on whichever date occurs earliest:

The date of personal delivery;

The fifth business day following deposit in the U.S. mail, when sent by "first class" mail; or,

The date of transmission, when sent by e-mail or facsimile.

18.03 Effective Date. This Agreement shall be effective at such time as provided in Section 3.02.

18.04 Conflicts of Interest. No official, officer or employee of the Authority or any Member shall have any financial interest, direct or indirect, in the Authority. Nor shall any such officer or employee participate in any decision relating to the Authority that affects his or her financial interests or those of a corporation, partnership, or association in which he or she is directly or indirectly interested, in violation of any State law or regulation. The Authority shall be subject to a Los Angeles County Conflict of Interest Code, as adopted by the Board of Supervisors, and must comply with all filing and other requirements as set forth therein and in State law.

18.05 Dispute Resolution and Arbitration. Disputes regarding the interpretation or application of any provision of this Agreement shall first, to the extent reasonably feasible, be resolved by and between any Members, or by and between any such Member and the Authority, through consultation between the parties. In the event the parties cannot resolve their dispute, then the Executive Committee shall form a subcommittee of three non-interested, objective Members of the Executive Committee who may resolve the dispute.

In the event the dispute cannot be resolved by the subcommittee of the Executive Committee, as provided hereinabove, the parties to the dispute agree to resolve the matter through non-binding mediation by a mediator to be mutually selected by the disputing parties, unless the parties agree to a different process for dispute resolution. Either Party may take other available legal actions only after the procedures for alternative dispute resolution as specified in this Section 18.05 are complied with and completed.

18.06 Partial Invalidity. If any one or more of the terms, provisions, sections, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable or void for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, sections, promises, covenants and conditions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

18.07 Successors. This Agreement shall be binding upon and shall inure to the benefit of the successors of the Members hereto.

18.08 Assignment. No Member may assign any right, claim or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any Member shall have any right, claim, or title to any part, share, interest, fund or asset of the Authority.

18.09 Governing Law. This Agreement is made and to be performed in the County of Los Angeles, State of California, and as such California substantive and procedural law shall apply.

18.10 Headings. The section headings herein are for convenience only and are not to be construed as modifying or governing the language of this Agreement.

18.11 Counterparts. This Agreement may be executed in counterparts.

18.12 Execution. The legislative body or governing body of each Member enumerated herein have each authorized execution of this Agreement, as evidenced by the authorized signatures below, respectively.

18.13 Entire Agreement. This Agreement, supersedes any and all other agreements whether oral or written, between the parties hereto with respect to the subject matter hereof and contains all of the covenants and agreements between the parties with respect to said matter, and each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that any other agreement or modification of this Agreement shall be effective only if executed in writing and signed by the Authority and all Members.

AMENDMENT TO JOINT POWERS AGREEMENT
FOR
LOS ANGELES INTERAGENCY METROPOLITAN POLICE
APPREHENSION CRIME TASK FORCE
(L.A. IMPACT)

1. Section 5.01 paragraph (a) of Article 5 Powers shall be amended to read as follows: a) To make and enter into, in its own behalf and not on behalf of the individual Members, contracts consistent with this Agreement, including, but not limited to, contracts to purchase/lease and/or dispose of supplies and equipment. The participation goals specified in Article 6, of Chapter 6 of Division 4 of the Military and Veterans Code, commencing with section 999, will apply to contracts executed by the Authority.

2. Section 4.02 Contents of Associate Membership Agreement shall be amended by adding subsection "g" as follows:

g) Contain provisions to provide indemnity to the Authority, its Members, and other Associate Members, such as is set forth in the Agreement sections 14.03, 14.04 and 14.06.

3. Section 14.03 Member Indemnity for General Liability of Contributed Employee shall be amended to read as follows:

Member Indemnity for General Liability of Contributed Employee. Except as provided in Section 18.05, each Member shall protect, defend, indemnify, and hold free and harmless the Authority, the other Members and **Associate Members, and** their respective elected and appointed boards, officials, officers, agents, volunteers, and employees from and against any and all liabilities, damages, loss, cost, claims, expenses, actions, or proceedings of any kind or nature caused by a contributed employee of the Member who is performing Authority law enforcement or support functions, including, but not by way of limitation, injury or death of any person, injury or damage to any property, including consequential damages and attorney's fees and costs, resulting or arising out of or in any way connected with the alleged willful or negligent acts or alleged failure to act in the course and scope of carrying out their responsibilities in the performance of their duties to the Authority and for which each Member shall maintain sufficient liability coverage, pooled self-insurance coverage, or a program of self-insurance, which includes coverage for contractual promises to indemnify, in effect at all times as determined by the Board of Directors, to cover any such damage claim, loss, cost, expense, action, proceeding, liability, or obligation.

4. Section 14.04 Member Indemnity for Workers Compensation Liability of Contributed Employee shall be amended to read as follows:

Member Indemnity for Workers Compensation Liability of Contributed Employee. Each Member shall fully indemnify and hold harmless the Authority, the other Members **and Associate Members, and their respective** officers, employees and agents, from any claims, losses, fines, expenses (including attorneys' fees and court costs or arbitration costs), costs, damages or liabilities arising from or related to (1) any workers' compensation claim or demand or other workers' compensation proceeding arising from or related to, or claimed to arise from or relate to, employment which is brought by an employee of the respective agency or any contract labor provider retained by the law enforcement agency, or (2) any claim, demand, suit or other proceeding arising from or related to, or claimed to arise from or relate to, the status of employment (including without limitation, compensation, demotion, promotion, discipline, termination, hiring, work assignment, transfer, disability, leave or other such matters) which is brought by an employee of the law enforcement agency or any contract labor provider retained by the law enforcement agency.

5. Section 14.06 Authority Indemnity of Members shall be amended to read as follows:

Authority Indemnity of Members. The Authority shall protect, defend, indemnify, and hold free and harmless the Members **and Associate Members,** their respective elected and appointed boards, officials, officers, agents, volunteers, and employees from and against any and all liabilities, damages, loss, cost, claims, expenses, actions, or proceedings of any kind or nature caused by staff employed by the Authority hired pursuant to Section 12.02 including, but not by way of limitation, injury or death of any person, injury or damage to any property, including consequential damages and attorney's fees and costs, resulting or arising out of or in any way connected with the alleged willful or negligent acts or alleged failure to act in the course and scope of carrying out their responsibilities in the performance of their duties to the Authority.

6. All terms and conditions set forth in this Amendment are incorporated by this reference into the Agreement. This Amendment modifies the Agreement only as expressly set forth above. This Amendment does not modify, alter or amend the Agreement in any other way whatsoever. Except as expressly set forth herein, all terms and conditions of the Agreement shall remain in full force and effect.

7. This Amendment shall be effective upon the approval by a majority of the Members of the Authority. This Amendment may be signed in counterparts.

IN WITNESS WHEREOF, each Member has caused this Agreement to be executed and attested by its proper officers thereunto duly authorized, its official seals to be hereto affixed, as follows:

CITY OF SOUTH GATE AUTHORIZATION
For Membership to the LOS ANGELES INTERAGENCY METROPOLITAN POLICE APPREHENSION CRIME TASK FORCE (L.A. IMPACT) JOINT POWERS AGREEMENT

IN WITNESS WHEREOF, the City of South Gate, by Resolution of its City Council, has caused this Agreement to be executed on its behalf by the City Manager Rob Houston, and attested by the City Clerk Yodit Glaze, as of the date so executed below.

SOUTH GATE, CALIFORNIA

Dated:_____

By: _____
Rob Houston
City Manager

ATTEST:

_____
Yodit Glaze
City Clerk

APPROVED AS TO FORM:

_____
Raul Salinas
City Attorney

EXHIBIT A

MEMBER AGENCIES (October 2015)

	MEMBER AGENCY
1	California Dept. of Justice - Bureau of Investigation
2	City of Alhambra
3	City of Arcadia
4	City of Azusa
5	City of Baldwin Park
6	City of Bell Gardens
7	City of Beverly Hills
8	City of Burbank
9	City of Claremont
10	City of Covina
11	City of Culver City
12	City of Downey
13	City of El Segundo
14	City of El Monte
15	City of Gardena
16	City of Glendale
17	City of Glendora
18	City of Hawthorne
19	City of Hermosa Beach
20	City of Huntington Park
21	City of Inglewood
22	City of Irwindale
23	City of La Verne
24	City of Long Beach
25	City of Los Angeles
26	City of Manhattan Beach
27	City of Monrovia
28	City of Montebello
29	City of Monterey Park
30	City of Palos Verdes Estates
31	City of Pasadena
32	City of Pomona
33	City of Redondo Beach
34	City of San Fernando
35	City of San Gabriel
36	City of San Marino
37	City of Santa Monica
38	City of Sierra Madre
39	City of Signal Hill
40	City of South Pasadena
41	City of Torrance
42	City of West Covina
43	City of Whittier
44	County of Los Angeles

	ASSOCIATE MEMBER AGENCY
1	City of Calexico
2	California Highway Patrol

RESOLUTION NO. ____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, APPROVING THE LOS ANGELES INTERAGENCY METROPOLITAN POLICE APPREHENSION CRIME TASK FORCE JOINT POWERS AGREEMENT (LA IMPACT JPA), AUTHORIZING THE CITY'S MEMBERSHIP IN LA IMPACT; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE JPA AGREEMENT

WHEREAS, the City of South Gate recognizes the need for a regional crime task force with specialized proficiency in the area of surveillance to effectively investigate major crimes, with an emphasis on narcotics enforcement; and,

WHEREAS, the City of South Gate seeks participation in the Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT) and supports the concept of formally organizing LA IMPACT as a Joint Powers Authority to clarify the rights and duties of the LA IMPACT members and to provide LA IMPACT with legal standing as an entity with its own; and,

WHEREAS, the Joint Powers Agreement (JPA), creates an Authority to coordinate a county-wide multi-jurisdictional crime task force; and

WHEREAS, the City of South Gate desires to become a member of the Los Angeles Inter-agency Metropolitan Police Apprehension Crime Task Force (LA Impact) Authority created ther eto.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Pursuant to the City's authority under the Joint Exercise of Powers Act in California Government Code §6500 et. seq., the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (LA IMPACT) Joint Powers Agreement, attached hereto and incorporated herein, is approved, thereby authorizing the City's membership in the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force Authority

SECTION 2. The City Manager is authorized and directed to execute the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force Authority (LA IMPACT) Joint Powers Agreement to effectuate the intent of this Resolution.

SECTION 3. The Mayor is hereby authorized to affix her signature to this Resolution signifying its adoption and the City Clerk shall certify to the adoption of the Resolution which shall be effec tive upon its adoption.

SECTION 4. If any one or more of the provisions contained in this Resolution shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Resolution shall be construed as if such invalid, illegal, or unenforceable term or provision had never been contained herein.

SECTION 5. The City Clerk shall certify the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **23rd** day of **September 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

Office of the
South Gate City Clerk
SEP 18 2025
FILED 10:52 AM

City of South Gate
CITY COUNCIL
AGENDA BILL

For the Regular Meeting of: **September 23, 2024**
Originating Department: **Human Resources**

Human Resources Director: Jon Hamilton ***City Manager:*** Rob Houston

SUBJECT: APPROVAL AND ADOPTION OF SUCCESSOR MEMORANDUMS OF UNDERSTANDING WITH THE SOUTH GATE MUNICIPAL EMPLOYEES' ASSOCIATION (SGMEA), THE SOUTH GATE PROFESSIONAL MID-MANAGEMENT ASSOCIATION (SGPMMA), THE SOUTH GATE DIVISION MANAGEMENT ASSOCIATION (SGDMA), THE SOUTH GATE POLICE MANAGEMENT ASSOCATION (SGPMA) AND THE SOUTH GATE POLICE OFFICERS' ASSOCIATION (SGPOA), AND THE APPROVAL AND ADOPTION OF THE TERMS AND CONDITIONS OF EMPLOYMENT FOR THE UNREPRESENTED EXECUTIVE MANAGEMENT EMPLOYEE GROUP

PURPOSE: To approve and adopt the successor Memorandums of Understanding ("MOU") between the City of South Gate ("City") and the South Gate Municipal Employees Association ("SGMEA"), the South Gate Professional Mid-Management Association ("SGPMMA"), the South Gate Division Management Association ("SGDMA"), the South Gate Police Management Association ("SGPMA"), and the South Gate Police Officers' Association ("SGPOA") (collectively "MOUs") and the Terms and Conditions of Employment ("Terms") for the Unrepresented Executive Management Employee Group ("Executives") covering the term of July 1, 2025, through June 30, 2026, which shall supersede the predecessor MOUs, Terms, Amendments and Tentative Agreements between the City and the SGMEA, SGPMMA, SGDMA, SGPMA, SGPOA, and Executives.

RECOMMENDED ACTIONS:

a. Adopt Resolution approving the SGMEA MOU, SGPMMA MOU, SGDMA MOU, SGPMA MOU, SGPOA MOU, and the Executive Terms for the term of July 1, 2025, through June 30, 2026; and
b. Authorize the Mayor to execute the comprehensive successor Memorandums of Understanding in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no fiscal impact from adopting the Resolution approving the comprehensive successor MOUs and Terms as the negotiated additional costs related thereto were contemplated and approved in the Fiscal Year 2025/26 Adopted Budget.

BACKGROUND: After extensive negotiations between the City and SGMEA, SGPMMA, SGDMA, SGPMA, and SGPOA, an agreement was reached for a one-year term (July 1, 2025, to

June 30, 2026). Additionally, the updated Terms and Conditions of Employment for the Executives is proposed to mirror that of the negotiated terms with the City's employee associations. In summary, the agreement includes a three percent (3.0%) base pay cost of living increase effective September 7, 2025, to ensure that employee wages merely keep pace with inflation. For the Executives, DMA, PMMA, and MEA employees, the Holiday Leave provision was updated, removing the cash out ability for unused days and, instead, requiring employees to use all holiday hours by the end of the fiscal year or lose time. For PMMA and MEA employees, an agreement was reached wherein the City agreed to provide employees with at least 14 days' calendar notice of any change to their ordinary schedules; however, such did not apply to required overtime to emergency coverage. For MEA members, the City also agreed to update the terms of their probation and what constitutes "heavy equipment," and to open the opportunity for an MEA member to serve as one of the City Manager Designated Translators. The MOUs and Terms contain other minor changes, such as grammar corrections, correction of scrivener's errors in the previous agreements, clarification language to remove ambiguities, and corrections to ensure language and provisions are consistent with existing federal and/or state law.

The City Council is being requested to adopt a Resolution approving the successor SGMEA MOU, SGPMMA MOU, SGDMA MOU, SGPMA MOU, SGPOA MOU, and Executive Terms and authorize the Mayor to execute the same in a form acceptable to the City Attorney where required.

Staff would like to acknowledge and thank SEIU Local 721, who represented the SGPMMA and SGMEA, Attorney Robert Wexler, who represented the SGPMA and SGPOA, and the leadership of the City's employee Associations, SGMEA, SGPMMA, SGDMA, SGPMA, and SGPOA, for their work, cooperation, and professionalism during this period of labor negotiations.

ATTACHMENT:

A. Resolution
B. SGMEA MOU 2025-2026
C. SGPMMA MOU 2025-2026
D. SGDMA MOU 2025-2026
E. SGPMA MOU 2025-2026
F. SGPOA MOU 2025-2026
G. Terms and Conditions for Executives 2025-2026

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, APPROVING AND ADOPTING SUCCESSOR MEMORANDUMS OF UNDERSTANDING WITH THE SOUTH GATE MUNICIPAL EMPLOYEES' ASSOCIATION (SGMEA), THE SOUTH GATE PROFESSIONAL MID-MANAGEMENT ASSOCIATION (SGPMMA), THE SOUTH GATE DIVISION MANAGEMENT ASSOCIATION (SGDMA), THE SOUTH GATE POLICE MANAGEMENT ASSOCATION (SGPMA) AND THE SOUTH GATE POLICE OFFICERS' ASSOCIATION (SGPOA), AND THE APPROVING AND ADOPTING THE TERMS AND CONDITIONS OF EMPLOYMENT FOR THE UNREPRESENTED EXECUTIVE MANAGEMENT EMPLOYEE GROUP

WHEREAS, the last Memorandum of Understanding ("MOU") between the City of South Gate ("City") and South Gate Municipal Employees Association ("SGMEA") covering the term of July 1, 2024, through June 30, 2025, the MOU between the City and the South Gate Professional Mid-Management Association ("SGPMMA") covering the term of July 1, 2024, through June 30, 2025, the MOU between the City and the South Gate Division Management Association ("SGDMA") covering the term of July 1, 2021, through June 30, 2025, the MOU between the City and the South Gate Police Management Association ("SGPMA") covering the term of July 1, 2021, through June 30, 2025, the MOU between the City and the South Gate Police Officers' Association ("SGPOA") covering the term of July 1, 2021, through June 30, 2025, and the Agreement between the City and the Unrepresented Executive Management Employee Group ("Executives") covering the term of July 1, 2024 through June 30, 2025;

WHEREAS, the City met and conferred with SGMEA and SGPMMA, who both were represented by SEIU Local 721, SGPMA and SGPOA, who both were represented by Attorney Robert Wexler, and SGDMA to negotiate the successor MOUs for the term of July 1, 2025 through June 30, 2026;

WHEREAS, the City Council wishes to extend the same, general benefits provided to its employee associations to update to the Terms and Conditions of Employment ("Terms") for the Executives for the term of July 1, 2025, through June 30, 2026; and

WHEREAS, the SGMEA, SGPMMA, SGDMA, SGPMA, and SGPOA reviewed and approved the successor SGMEA MOU 2025-2026, the SGPMMA MOU 2025-2026, the SGDMA MOU 2025-2026, the SGPMA MOU 2025-2026, and the SGPOA MOU 2025-2026, as well as the Terms of the Executives for 2025-2026, all of which shall become effective only after adoption by the South Gate City Council.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council does hereby accept, approve and adopt the successor Memorandums of Understanding between the City and the South Gate Municipal Employees Association, between the City and the South Gate Professional Mid-Management Association, between the City and the South Gate Division Management Association, between the City and the Police Management Association, and the City and the Police Officers' Association for the term of July 1, 2025 through June 30, 2026, attached respectively hereto as Exhibits "B," "C," "D," "E," and "F."

SECTION 3. The City Council does hereby accept, approve and adopt the updated Terms and Conditions of Employment for the Unrepresented Executive Management Employee Group for the term of July 1, 2025 through June 30, 2026, attached respectively hereto as Exhibit "G."

SECTION 4. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **23rd** day of **September 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, Deputy City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

Contract No.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

CITY OF SOUTH GATE

AND THE

SOUTH GATE MUNICIPAL EMPLOYEES ASSOCIATION

JULY 1, 2025 – JUNE 30, 2026

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ARTICLE I

GENERAL PROVISIONS

SECTION 1 RECOGNITION

The South Gate Municipal Employees Association [affiliated and represented by the Service Employees International Union, Local 721], hereinafter called the "Association" or "SGMEA," is the duly recognized employee organization for its members employed by the City of South Gate (hereinafter called the "City") in an employee unit defined in Section 8.2.5 of the City's Employer-Employee Relations Resolution (Resolution No. 4508) as "All Municipal Employees of the City" assigned to the "500" Series salary range.

SECTION 2 CURRENT AND SUPPLEMENTAL AGREEMENTS

It is the intent of the City and the Association that this successor MOU supersede all previous resolutions, MOUs, agreements, side letters or understandings either written or oral, and contains the entire understanding between the parties on all matters subject to the meet and confer process. No amendment, change, or variation hereof shall be valid or binding unless reduced to writing and signed by duly authorized representatives of the City and the Association.

SECTION 3 NON-DISCRIMINATION

The City and the Association agree that, in applying the terms of this MOU, neither party will discriminate against any employee because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, veteran or military status, political beliefs and affiliations, or union affiliation of any person or for any other reason prohibited by law.

SECTION 4 DURATION

This MOU shall cover the period from July 1, 2025, through June 30, 2026, and shall supersede the SGMEA MOU of 2024 – 2025. This successor MOU shall become effective only after the ratification by the members of the Association and after the first full pay period after adoption by the City Council of the City of South Gate.

SECTION 5 DUES DEDUCTION

A. Automatic Payroll Deduction

The City will continue automatic payroll deduction for the collection of Association dues throughout the term of this Agreement. The Association may request in writing that the City deduct membership dues, initiation fees, and general assessments, as well as payment of any other membership benefit program sponsored by the Association, from the salary or wages of members of the Association. The Association hereby certifies that it has and shall maintain all such deduction authorizations signed by the individual from whose salary or wages the deduction is to be made and shall not be required to provide a copy of an individual authorization to the City unless a dispute arises about the existence or terms of the authorization. The Association shall also provide the certification of the membership list for deduction purposes to the City on an annual basis or more often as needed. Accordingly, the Association dues shall be deducted each pay period in accordance with City procedures and provisions of applicable law from the salary or wages of each employee whose name is provided in writing by the Association.

The City shall provide for payroll deductions on each payroll period (twenty-six times per calendar year). The City shall remit the total amount of deductions to the Association within thirty (30) calendar days of the date of the deduction. Any changes in the Association dues must be given to the City a minimum of thirty (30) calendar days prior to the change to accommodate changes to payroll. Membership within and/or payment of any dues or fees to the Association shall not be a condition of employment with the City. No individual employee shall be compelled to pay a service fee, agency fee, or any other assessment or payment in lieu of joining the Association.

The Association shall notify the City within ten (10) working days of any discrepancy(ies) concerning dues or other payroll deductions pursuant to this Article. If the Association does not notify the City of any discrepancy within ten (10) working days, then the City shall be relieved of any further responsibility.

The Association shall indemnify, defend, and hold harmless the City for: (i) any claims made by an individual employee relating to deductions made in reliance upon any certification from the Association, and (ii) any liability arising from any claims, demands, or other action relating to the City's compliance with this Article relating to maintenance of membership.

However, the Association shall not indemnify, defend, or hold harmless the City for its own errors in administering the dues deductions on behalf of the Association. Any claims, demands, disputes arising from the application or interpretation of this Article shall be filed directly with the Association and shall not be subject to the City's grievance procedures.

B. "COPE" Contribution.

Association members may voluntarily authorize in writing a Committee on Political Education (COPE) deduction from their salary. Employees wishing to participate shall provide written authorization on a form furnished by the Association indicating the amount to be deducted. The parties agree that an employee may revoke any such deduction at any time. The parties further agree that neither the Association nor the City will bestow any special benefit or cause any detriment as a result of an employee's voluntary choice to make, decline to make, or revoke contribution.

SECTION 6 CONTRACTING OUT SERVICES

The City retains the right to contract out services as allowed by law. To the extent required by law, the City will meet and confer with the Association prior to the initiation of the bidding process to contract out bargaining unit work. It is the parties' intent to avoid the lay-off of any employee due to contracting out wherever possible, but the parties' understanding that the City may do so as a business necessity. The Association agrees that it will cooperate with the City in determining the most efficient and effective ways to accomplish work processes, though the City retains the ultimate decision-making authority regarding matters within its management prerogative/rights as defined by Section 5 of the City's Employer-Employee Relations Resolution No. 4508. If it is determined that a represented employee is laid off as a result of contracting out of services, the employee will receive a separation benefit of four (4) months' pay in addition to the normal termination benefits applicable to other employees covered by this MOU

SECTION 7 DRESS CODE

The parties agree that City dress codes shall be determined by management in accordance with business necessity and shall not be subject to meet and confer.

SECTION 8 ASSOCIATION BUSINESS

Elected Association stewards and officials will be provided a reasonable amount of time during normal working hours to conduct official union business. This time will be recorded in accordance with City policy. Time spent on official Association business will not disrupt critical work schedules. Disputes about this policy will be resolved through good faith discussions between the City and the Association and will not be subject to the grievance procedure.

The City agrees to provide two (2) days of release time with pay per year for each of two (2) Board Members or Board's designee/s to attend conferences or other activities as set by the Association.

SECTION 9 USE OF CITY FACILITIES

The City agrees that the Association may use City facilities to conduct meetings, provided that advance notice is given to the City, proper reservations are made for the use of the facilities to ensure availability and prevent scheduling conflicts, and that such use does not interfere with the normal business operations of the City.

SECTION 10 LABOR MANAGEMENT COMMITTEE

The parties shall use Joint Labor Management Committee meetings as needed to address issues of concern to the parties. The purpose of the Committee meetings shall be to discuss issues of interest to the unit members, issues of interest to management and issues of mutual interest. The party calling for the meeting shall provide the agenda for the meeting and provide the list of attendees from their side at least one week in advance of the meeting, with the other party supplementing the agenda at least two days in advance of the meeting and providing the list of their attendees. The meetings shall be attended by representatives of the City as deemed by the City necessary to address the issues, which shall start with the Director of Human Resources. The meetings shall be attended by no more than two employee representatives of the Association, along with any non-employee representatives as deemed necessary. If either party requires more than 2 employee representatives, they may request their attendance in advance and the request will not be unreasonably denied.

SECTION 11 EMPLOYEE HANDBOOK

The Employee Handbook will be updated periodically and will be available in electronic form and subject to meet and confer on matters within the scope of representation.

SECTION 12 PROBATION

A. All new Association represented employees, including classifications working in the City's Police Department, are required to complete a probationary period of one (1) year, which is considered to be an extension of the examination process and an opportunity for the newly placed employee to demonstrate abilities and skills necessary for successful work performance in the particular classification and position. Employees on probation will receive a step raise the first full pay period after successfully completing his/her probationary period.

B. Any appointment to a position from an eligibility list is subject to a probationary period of one (1) year equivalent to a total of 2,080 actual work-time hours including earned Holiday Leave before an appointee acquires a permanent status in the new position.

C. Evaluations shall be done at six (6) months and at least one week prior to the end of the employee's probation period. At least two weeks prior to the end of the probationary period, the Department Head shall forward the probationary employee's performance evaluation to the Personnel Officer recommending that the employee be given permanent status if his/her service has been satisfactory, recommending an extension of the probationary period not exceeding six (6) additional months providing clear justification for the extension, or recommending that the employee be terminated. The initial probationary period may be extended six (6) months at the discretion of the Department Head in documented cases where work performance cannot be fully evaluated within the initial one (1) year probationary period.

D. To effectively extend an employee's probationary period beyond one (1) year, the following steps must be taken on or before the final date of the employee's probationary period: (1) The performance evaluation must be completed outlining the specific justification for extending the probation and providing the specific date the extended probationary period shall end; (2) the performance evaluation must be signed by the Department Head approving the extension of probation; and (3) the employee must be

provided notice of the extension by providing to the employee the Department Head signed performance evaluation containing the notice of extension of probation. If the City does not provide the final, Department Head signed performance evaluation officially extending the employee's probation on or before the final date of the employee's initial one (1) year probationary period, then the employee will be deemed to have passed probation.

E. An employee may be removed by the appointing authority at any time during the probationary period by submission of a termination notice to the Personnel Officer, and the same shall not be subject to review by an Administrative Law Judge or the City Council. The Personnel Officer may restore any employee so terminated to the eligible list from which he/she was removed if there appears to be adequate basis for anticipating the employee might render satisfactory service in another department. When a present employee with permanent status accepts probationary appointment in a new classification, whether or not promotional, that employee retains the right to return to the position vacated.

F. After completing probation, each employee shall receive an annual performance review which shall be due on the anniversary of the date that he/she passed probation in his/her current position.

SECTION 13 MAINTENANCE OF BENEFITS

All existing wages, hours, and other terms and conditions of employment presently enjoyed by Association members shall remain in full force and effect for the duration of the term of this MOU, except as specifically modified by the provisions herein or by mutual written agreement of the parties.

SECTION 14 ELECTRONIC CHECK DEPOSIT

The City will continue to provide an electronic check deposit program.

SECTION 15 SUBSTANCE ABUSE POLICY

The City and the Association agree that it is appropriate to provide a drug free workplace through the establishment of policies and procedures which clearly prohibit the use of alcohol and other drugs and their influence on the job. The Association will cooperate with the City in implementing its Drug and Alcohol Abuse Policy. The City agrees to meet and confer with the Association

prior to making any significant modifications to its Drug and Alcohol Abuse Policy.

SECTION 16 SMOKE FREE POLICY

All City buildings and City vehicles shall be considered smoke-free areas.

SECTION 17 SUCCESSOR MOU NEGOTIATIONS

If practicable, the parties agree to meet in February of the last year of the contract to begin negotiations for a successor agreement to the MOU; otherwise, the parties agree to meet in March.

SECTION 18 WORK SCHEDULES

All existing work schedules, including alternative work schedules, shall continue for the duration of the MOU, unless modified in a written agreement between the City and the Association. The City agrees to meet and confer with the Association on any proposed changes to the alternate work schedules. The City shall provide no less than fourteen (14) calendar days' notice of changes to an employee's permanent work schedule before implementing such a change. This does not affect the City's ability to require employees to work overtime or temporarily adjust an employee's schedule to address the needs of the City; however, the City will provide as much notice as possible in such situations.

SECTION 19 DRINKING WATER

The City will ensure that employees have access to drinking water.

SECTION 20 ASSOCIATION ACCESS TO NEW EMPLOYEE ORIENTATIONS AND INFORMATION

The City agrees to provide no less than ten (10) calendar days' notice to the Association in advance of any new employee orientation(s) and provide the Association access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. In accordance with California Government Code § 3557, access shall be determined by mutual agreement between the City and the Association. Access could be effectuated by representational attendance or correspondence. The Association shall advise the City reasonably in advance of any orientation as to the type of access requested.

If no in-person, new employee orientation has occurred within thirty (30) days of an employee's date of hire and with at least seven (7) calendar days' written notice to the affected Department, the Association shall be permitted to schedule an in-person meeting within 31 to 60 calendar days of the employee's date of hire at the worksite for no more than 90 minutes, which includes travel time to and from the meeting, and which shall incorporate the employee's lunch hour. During this scheduled time, the newly hired employee will be relieved of other duties to permit attendance.

The City shall provide notification of all new employees subject to the disclosure requirements outlined in Article I, Section 5.A.

SECTION 21 EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS

Employees being served with City documents that contain a formal Notice of Acknowledgement of Receipt with a signature line and date for the employee to sign and who are directed to sign such document at the time presented, shall promptly sign and date the Notice of Acknowledgement of Receipt or may be subject to discipline for insubordination for failure to comply with an official directive and for violation of this MOU. Any disciplinary document shall have the following sentence before the signature line: "My signature does not mean that I agree with the contents of this document and does not waive any of my rights."

ARTICLE II

SALARY & ALLOWANCES

SECTION 1 PAY INCREASES IMPLEMENTATION

All payroll changes for step increases, pay increases, and other compensation changes will be made effective prospectively or retroactively, as is appropriate, on the effective date of said change.

SECTION 2 WAGES

For Fiscal Year 2025-26 and effective September 7, 2025, the salary range and base salary for the represented Unit classifications and employees still on payroll shall be increased by three percent (3.0%).

SECTION 3 LONGEVITY PAY

The City recognizes that as an employee's service with the City increases, the employee's knowledge of operating procedures, productivity, and ability to provide outstanding service to the citizens of South Gate increases. For these reasons, the City provides longevity pay, which is added to each step for eligible employees. Longevity pay is determined once per year (on July 1) and is computed prior to the percentage increase to each step contained in Section 2 Wates. For pay calculations purposes, such as, but not limited to, overtime, pension, sick leave, and vacation, longevity pay is added to an employee's base pay. Employees are eligible for Longevity Pay based on the following:

Full Years of City Services	% of Base Pay
5 to 9 years	1.5%
10 years to 14 years	2.0%
15 years to 19 years	2.5%
20 years or more	3.0%

SECTION 4 MERIT BASED STEP INCREASE

All employees will receive an annual performance evaluation in accordance with Article I, Section 12. Advancement to a higher Step in each Grade will be contingent upon overall satisfactory or exemplary performance evaluations. Should a supervisor fail to complete an evaluation through no fault of the employee, the employee will automatically receive any regularly scheduled increase.

Merit increases must be recommended by the employee's supervisor and approved by the Department Head. Supervisors are required to take affirmative action to withhold a salary step increase, with this action to be approved by the Department Head. Any action taken to withhold a regularly scheduled salary step increase shall be reviewed by the Personnel Officer if the employee requests. Further, if a supervisor rates an employee unsatisfactory and fails to withhold a step increase, the supervisor shall be required to justify the lack of action. Withholding a salary increase is an administrative action, and not disciplinary, and therefore is not the subject to appeal under the grievance procedure, including the Civil Service Commission or Office of Administrative Hearings. When an employee is given an unsatisfactory performance evaluation, and a salary step withheld, the employee and supervisor shall meet and establish goals and a plan to improve the performance. When an employee meets goals of the performance improvement plan the employee will then earn a step increase.

SECTION 5 ACTING PAY

A. RIGHT TO ADDITIONAL COMPENSATION.

Employees who are formally appointed to act and work in a higher temporarily vacant and budgeted position shall be entitled to additional compensation in the amount set forth below under the terms set forth below.

B. CONDITIONS PRECEDENT ADDITIONAL COMPENSATION

1. Minimum Time in Classification Requirement

The employee must be appointed to work in a temporarily vacant and budgeted higher classification for the requisite time periods specified below:

a. If the temporarily vacant and budgeted higher classification to which the employee is appointed is vacant due to lack of a permanent employee occupying said position, the requisite time period is three (3) consecutive work weeks in order to receive acting pay, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

b. If the temporarily vacant and budgeted higher classification to which the employee is assigned is vacant due to a temporary

absence of a permanent employee, such as illness, vacation, leave of absence, or absence without leave, the requisite time period is a cumulative period of four (4) work weeks in a twelve (12) month period preceding the day upon which the employee is appointed to commence acting in the higher classification, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

2. Authorization

Appointment to act and work in a temporarily vacant and budgeted higher classification must be approved in writing signed by the Department Director. Additionally, prior to the first day of eligibility for compensation, as stated in subparagraph 1, the Personnel Officer has authorized the appointment in writing to confirm that there is a temporarily vacant and budgeted higher classification. If the Personnel Officer is not available to approve the appointment, then the Department Director shall not continue the acting appointment beyond five (5) working days unless or until they have obtained approval of the Personnel Officer.

3. Compensation

Acting Pay shall be in the amount equal to the number of hours worked in the higher classification after meeting the minimum time in classification requirement multiplied by the rate of compensation established for that position classification at the step in the Salary and Compensation Resolution necessary to provide the employee with a minimum of a five percent (5%) increase but shall in no event exceed the highest step of the range assigned to the higher classification.

SECTION 6 EDUCATIONAL REIMBURSEMENT

The individual educational reimbursement cap is $2,500 per fiscal year ($3,000 for private universities). The City shall reasonably budget for this expense based upon past use experience. Full-time City employees who have successfully passed their initial probation period are eligible to participate in the educational reimbursement plan.

To be eligible for reimbursement the employee must obtain a grade of "C" or better and submit a grade slip or other evidence of successful course completion and appropriate invoices and/or receipts. If the employee leaves

voluntarily or separates from the City within two years of completing a course for which reimbursement is received, he/ she shall be required to repay the City for said funds, on a pro-rata basis (i.e., 1/24th for each month short of two years). The City may withhold the amount of such reimbursement from the employee's final check.

The City agrees to allow a flexible work schedule for an employee who is enrolled in an academic program and needs an early release time to attend classes. The flexible work schedule is limited to one hour of early release time per day where an employee can start work early or take a shortened lunch break, provided that a ten (10) hour day is completed, subject to all applicable laws, and prior approval of the Department Head.

SECTION 7 MILEAGE ALLOWANCE

The City agrees to reimburse employees at a rate equivalent to the IRS allowable Index for employee use of their personal vehicles during the course and scope of their work and on City business.

SECTION 8 BILINGUAL PAY

Employees who are assigned to a job classification that has been designated by the City as a bilingual preferred position with public contact (i.e., verbal and/or written translation of English to Spanish or Spanish to English is desirable) shall receive additional compensation based on the employee's ability to pass the following bilingual exams:

TIER I — Proficient verbal bilingual skill, $75.00 per month.
TIER II — Proficient verbal, reading, and writing bilingual skills $100.00 per month.
TIER III — Excellent verbal, reading, and writing bilingual skills and the ability to act as a translator in meetings $175.00 per month.

Simultaneous Translators: Any Tier III certified Bilingual Pay recipient may be considered to serve as a Simultaneous Translator at City Council Meetings, Planning Commission meetings, Parks & Recreation Commission meetings, or any other public meeting pre-approved by the City Manager, shall be paid overtime at two times the overtime-eligible employee's normal, hourly rate for overtime hours worked while performing simultaneous translation. In order to qualify to serve as a Simultaneous Translator, an employee must pass a simultaneous translation test administered by the Human Resources Department. Once certified, the employee will be placed on a list of eligible

employees who may be called to serve in the capacity of a Simultaneous Translator at one of the above-designated meetings. Except for "City Manager Designated Translators," as described below, there is no requirement that certified Simultaneous Translators must work overtime; however, if a certified employee declines to serve as a Simultaneous Translator on mor than three occasions during a 12-month period for the meeting for which he/she is certified, the employee shall be decertified as a Simultaneous Translator for that designated meeting. "City Manager Designated Translator": At the City Manager's discretion, he/she may designate no more than three certified Simultaneous Translators citywide to serve as the designated translator for each of the following meetings: City Council; Planning Commission; and Parks & Recreation Commission. An employee accepting the position of City Manager Designated Translator shall be paid $50 per month for his/her translation services in addition to the $175.00 per month he/she received as a Tier III Bilingual Pay recipient for a total of $225.00 per month. As a City manager Designated Translator, the employee is required to translate for all meetings for which he/she is designated (e.g., if the employee is the City Manager Designated Translator for City Council meetings, that employee shall serve as the Simultaneous Translator for those meetings unless his/her absence is excused for reasoning including, but not limited, to vacation and/or sickness). A City Manager Designated Translator serves at the discretion of the City Manager and may be removed from the designated position at any time, without any reason, and the City Manager's decision to remove an employee from this designated position is final and not subject to grievance. An employee who no longer wishes to serve as the Designated Translator must provide at least 30 days' notice to the City Manager before voluntarily vacating the position. FLSA exempt employees are eligible for the increased monthly amount ($225.00 per month) if selected to serve as a City Manager Designated Translator; however, FLSA exempt employees are not eligible for overtime.

SECTION 9 CERTIFICATE PAY

A. The City shall pay for any health examination required for a job-required license or certificate renewal.

B. Pesticide Application

The City agrees to extend pesticide application certificate pay to those Public Works employees who apply pesticides as part of their job

requirements. The City will determine which employees will qualify for pesticide application certificate pay.

The proper application and disposal of pesticides within the City of South Gate is critical to the health and safety of employees and the community. Therefore, employees who hold a license and certification that allows for the independent application of pesticides and the training/oversight of other employees in the application of pesticides shall receive an allowance equal to three (3) percent of pay for their grade and step. This allowance is based on the grade and step of the employee and is not computed on top of other allowances, including, but not limited to Longevity Pay.

C. NCCCO Certification

Employees required by their job descriptions to obtain a National Commission for the Certification of Crane Operators (NCCCO) certification for the purposes of operating a crane shall receive additional compensation in the form of $350 per month. Employees who obtain a NCCCO certification for the purposes of operating a crane and whose job description does not require such certification shall receive additional compensation of $50.00 per day for the time actually spent operating the crane on City business. The Department Director must approve the employee obtaining the certificate when the certificate is not required by their job description. The Association grievance regarding NCCCO certification pay which has not yet been resolved shall not be subject to or otherwise impaired by this new provision and shall be determined by the NCCCO certification language in existence at the time the grievance was filed. Any Association represented employee who was already receiving NCCCO certification pay as of the effective date of this MOU shall continue to receive such pay until their current certification expires and shall thereafter be governed by this updated provision.

SECTION 10 UNIFORM PAY

Represented employees shall not receive prior Uniform Allowance for FY 2022-23. The City will instead set up a voucher/approved vendor option, with a reimbursement provision only if voucher/approved vendor is not available. Employee supervisor must approve any reimbursement request in advance and any reasonable expense request. Until voucher system is set up, City agrees not to discipline employees for poor quality of their uniforms. City and Association to meet and confer within ninety (90) days regarding which

classifications/positions are required to wear uniforms, what those uniforms will be, and the reasonable voucher/reimbursement costs for specific items of uniform.

SECTION 11 STANDBY AND CALL-BACK PAY

A. The City shall provide stand-by pay to all eligible employees, including Police Department employees, as follows: $25.00 weekdays; $35.00 for weekend and/or holiday duty.

B. Stand-By pay for those positions in MEA within the Water Division who take computers home shall be increased to $30.00/weekday and $50.00/ weekend duty. No call-out pay or overtime pay for using computers at remote locations shall be paid unless the employee is called out or requested to work overtime. Other computer users may be added later if approved by the City Manager.

C. In order to be entitled to the standby pay, the designated employee must be continuously available for each twenty-four (24) hour day of standby duty.

D. The purpose of the standby and call back system is to provide an orderly and reasonable method to meet the unusual and emergency needs of the City of South Gate during employees' non-working hours.

E. A monthly schedule for standby personnel will be issued and posted. Each employee is expected to comply with the schedule. Any schedule change will be done by the appropriate supervisor. All substitutions or changes must be approved in advance by the appropriate supervisor.

F. An employee's standby duty shift or tour will be typically for a one- week period, or multiples of one week periods, and will begin at the end of the work day on the first day of the employee's standby tour and shall end at the close of the last work day of the assigned tour.

G. When on standby the employee upon being paged, is required to contact the South Gate Police Department Dispatcher within 15 minutes of the initial page. The employee on standby then has 45 minutes from the time of the page to respond to the call if the employee is located within 30 miles of the City Corporate Yard (or 60 minutes if outside of 30-mile distance.)

H. All emergency and standby calls received by the Police Dispatcher are logged as to the time and nature of the call and who was contacted to respond.

I. It is the individual standby employee's responsibility to be certain that the pager is fully operational by check of the self-test feature. The pager is to be in the possession of the standby employee with the volume set at the appropriate level to be heard from the time the standby shift begins until returning to work the following workday. The pager is to be off during regular work hours.

J. An employee who is assigned to standby and is actually called back to work will be paid one (1) two-hour minimum per call, pay for each call back except if call backs are not within the same initial two (2) hour period. For calls within the same initial two (2) hour period actual time will be calculated and used for time over and above the two-hour period. Call back time begins when the employee leaves his/her home to report directly to work or, if not at home, at such time that he/she responds to the pager or call.

Example 1: Employee is called in at 8 A.M., finishes at 8:30 A.M., gets second call at 9 A.M. and finishes at 9:30 A.M. Employee would be entitled to two hours at time and one half their regular rate of pay (except on holidays, which are paid at 2½ times the regular rate of pay).

Example 2: Employee is called in at 8 A.M., finishes at 8:30 A.M., gets second call at 9 A.M. and finishes at 11:30 A.M. Employee would be entitled to three and one half hours at time and one half their regular rate of pay (except on holidays, which are paid at 2½ times the regular rate of pay).

Example 3: Employee is called in at 8 A.M., finishes at 8:30 A.M., gets second call at 1 P.M. and finishes at 1:30 P.M. Employee would be entitled to two call back payments of two hours each at time and one half their regular rate of pay (except on holidays, which are paid at 2½ times the regular rate of pay).

K. All bargaining unit members living within the City limits will be allowed to drive the city service vehicle to and from work while on standby status. The vehicle is only to be used for answering standby calls and the standby bargaining unit member has the responsibility to secure the vehicle at night, including locking any tool bins located on the vehicle.

L. In the event an employee works over thirty two (32) hours within two (2) consecutive days (in accordance with Fair Labor Standards Act (FLSA) rules) or at the discretion of Director, the City will provide the employees with the option of overnight accommodations, or reimburse the employee for hotel accommodations within a five (5) mile radius up to one hundred and twenty-five dollars ($125.00) per night for hotel accommodations for those days worked.

SECTION 12 HEAVY EQUIPMENT OPERATOR PAY

A. Equipment Covered

The parties agree that the following list is defined as "Heavy Equipment" for the purposes of the additional compensation at the rates specified below for bargaining unit employees for the time spent operating the equipment. The list is including but is not limited to the following:

- GAPVAX Jetter Vacuum Truck(both operators to be compensated)
- Backhoe(s)/Skiploader(s)
- Boom Truck(s)
- Dump Truck(s)
- Sewer Jetter(s) (both operators to be compensated)
- Street Sweeper(s)
- HydroExcavator(s)
- Large Cranes

B. Compensation Rate

1. If the employee is in a classification lower than Grade 535, Equipment Operator they will receive the hourly pay for the step in Grade 535, Equipment Operator that corresponds to the step they are currently in. For instance, if an employee is in Step C, he/she will receive the hourly rate for Step C in Grade 535, Equipment Operator, for the time actually spent operating heavy equipment.

2. If the employee is in a classification that is in Grade 535, Equipment Operator or higher, they will receive a pay differential of five percent (5%) above the employee's pay grade. This category of employees will receive this five percent (5%) differential for the time actually spent operating the following Heavy Equipment only:

   - GAPVAX — Jetter Vacuum Truck

- Backhoe(s)/Skiploader(s)
- Street Sweeper(s)
- Large Cranes
- Boom Truck(s)
- Dump Truck(s)
- Sewer Jetter(s)
- HydroExcavator(s)

SECTION 13 COMMERCIAL DRIVER'S LICENSE

Any City employee who does not possess a Class B driver's license and who is required by his job description to obtain a Class B license shall be sent while on duty to a certified school, which shall be paid for by the City. The City shall, however, receive a credit for the cost of sending employees to driver's training against the individual educational reimbursement cap of each affected employee. An employee will be provided only one opportunity to attend driving school at City expense pursuant to this provision. Failure to timely obtain the required Class B Driver's license shall be deemed just cause for termination of employment. Within first six (6) months after adoption of a tentative agreement for a successor MOU, the City and Association representatives shall meet and confer to review which represented classifications should require a Class B Driver's license. During this review period, City shall not terminate any represented employee for not having a Class B Driver's license. Prior medical accommodations regarding having or not having Class B Driver's license will continue to be honored as long as accommodations remain authorized as required by law.

ARTICLE III

FRINGE BENEFITS

SECTION 1 MEDICAL, DENTAL & VISION INSURANCE

A. MEDICAL INSURANCE

The City will pay insurance premiums which are equivalent to the rate for Kaiser-Region 3. Employees who select more expensive plans will be responsible for any difference in premiums. The City will provide an amount equal to the one-party Kaiser rate per month in deferred compensation to those employees who opt out of the City's medical insurance. Employees who have not opted out prior to July 1, 2022, or who were hired after July 1, 2022, and who opt out of the City's medical insurance shall receive one-half of the premium amount for which they would otherwise qualify. Current employees who have opted out prior to July 1, 2022, will continue to receive 100% of the premium amount. Employees must show proof of alternate medical coverage on a yearly basis in order to receive payment provided herein.

The current Kaiser-Region 3 rate may be requested from the Personnel Office.

B. DENTAL INSURANCE

The City will:

a. Pay the maximum amount equivalent to the HMO Liberty Dental plan family coverage rate. Employees who select more expensive plans (PPOs), will be responsible for any difference in premiums.

b. Provide an amount equal to the HMO Liberty Dental plan family coverage rate per month in deferred compensation to those employees who opt out of the City's dental insurance. Employees who have not opted out prior to July 1, 2022, or who were hired after July 1, 2022, and who opt out of the City's dental insurance shall receive one-half of the premium amount for which they would otherwise qualify. Current employees who have opted out prior to July 1, 2022, will continue to receive 100% of the premium amount. Employees must show proof of alternate dental insurance coverage on a yearly basis in order to receive the payment provided herein.

C. VISION PLAN

The City agrees to contribute up to the monthly dollar amount equal to the Superior Vision plus family coverage rate toward vision plan coverage.

SECTION 2 LIFE INSURANCE

The City shall provide $50,000 of Life and Accidental Death and Dismemberment Insurance for all employees represented by the Association. However, consistent with current industry standards, coverage will reduce to 65% at age 65, 40% at age 70, 25% at age 75 and 15% at age 80.

SECTION 3 VOLUNTARY LIFE INSURANCE

Eligible employees will be offered the opportunity to purchase life insurance in addition to the life insurance paid for by the City. Currently the voluntary life coverage is provided by Principal, which establishes the terms and conditions regarding coverage. Employees who elect voluntary life coverage will be responsible for the cost of the premium. If, due to a change in insurance carrier or other reasons, any significant features of the Plan need to be changed, the City will meet and confer with the Association before the changes are implemented.

SECTION 4 RETIREMENT

A. The City offers a defined retirement benefit plan through the California Public Employees' Retirement System (CalPERS) and there are two (2) tiers depending on date of hire which define the various retirement levels for retirement formula, final compensation calculation and employee contribution/cost sharing as follows:

1. **Tier 1: Employees hired prior to January 1, 2013 or employees hired by the City on and after January 1, 2013 who are laterals from another CalPERS agency or an agency whose retirement system has reciprocity with CalPERS, within six (6) months.**

   The retirement formula is 2.7% at 55 years of age. Final compensation is calculated as the average of the single highest year based on the highest twelve (12) consecutive months.

   Tier 1 Employees shall pay the full employee CalPERS contribution of eight percent (8%) of compensation.

2. **Tier 2: Employees hired on or after January 1, 2013 and who are defined by the Public Employees' Pension Reform Act (PEPRA) as "new members":**

The retirement formula is two percent (2%) at 62 years of age. Final compensation is calculated using the highest average annual compensation over a thirty-six (36) consecutive month period.

Pursuant to PEPRA requirements, Employees in Tier 2 shall pay the full amount of the employee's normal cost of the benefits (i.e. one half normal cost), which amount is currently six point seven five percent (6.75%) of compensation.

The City will take such actions necessary to adopt and implement Internal Revenue Code Section 414(h)(2) to enable each employee to make their Employee Contributions, as specified in Article III, Section 4.A.I and 2. above, on a tax deferred basis. Should Federal or State law(s) or regulation(s) require the withholding of personal income taxes, the City will withhold such incomes taxes.

B. COST SHARING

Starting concurrently on the first day of the first full pay period of 2025, in exchange for an additional 1.0% base pay increase, all "Classic" and "PEPRA" members shall contribute an additional 1% (for a total of 2%) towards the employer CalPERS contribution as cost sharing per Government Code section 20516, which shall be implemented by payroll deduction.

C. ADDITIONAL RETIREMENT BENEFITS

The following are benefits provided to the employees for retirement:

1. **POST-RETIREMENT SURVIVOR BENEFIT** — Provides that upon death of a member, after retirement, an allowance shall be continued to the surviving spouse.

2. **POST-RETIREMENT SURVIVOR ALLOWANCE** to Continue After Remarriage — Allows the survivor allowance to continue even though survivor of a retiree re-marries.

3. **CONTINUATION OF DEATH BENEFITS** — After Remarriage — Provides that the Death Benefits being paid to a spouse of a member who died prior to retirement will be continued in full should the spouse remarry.

4. **CALPERS-MISCELLANEOUS** — The CalPERS miscellaneous contract shall include the following benefits to be paid by the City to CalPERS:

   a. 1959 Survivor Benefit at Level 4 — Highest level of benefits than Basic or other levels of the benefit.

   b. Military Service Credit — Credit of maximum of four (4) years of service.

   c. Unused Sick Leave Credit — Receive additional service credit at the rate of 0.004 years of each day of sick leave.

D. RETIREE MEDICAL INSURANCE

The City's Association retirees continue to be covered by the City's Public Employees' Medical & Hospital Care Act (PEMHCA) resolution. For those Association employees who retired prior to the adoption of the Tentative Agreement for this successor MOU and who retired with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, they shall continue to receive a medical insurance benefit not to exceed one hundred and fifty dollars ($150) per month.

For those employees who after the adoption of the Tentative Agreement for this successor MOU retire with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, shall receive a medical insurance benefit not to exceed three hundred dollars ($300) per month.

This section specifically makes no provision for any dependents of the retiree. The retired employee will continue to have the option to purchase medical insurance for themself and their dependents, as currently provided at their own expense.

The City agrees to notify employees of the need to enroll or remain in a CalPERS medical benefit plan to receive this benefit at the time the employee submits the "intent to retire" packet.

SECTION 5 DEFERRED COMPENSATION

The City currently offers a deferred compensation plan to the employees and said plan offers a savings plan only. The City also offers to employees at their expense, a plan that provides multiple investment options. Open enrollment is on an on-going basis.

The City shall match one hundred percent (100%) of employee contributions toward deferred compensation plans up to a maximum of one hundred dollars ($100) per month. Eligibility is subject to the employee's execution and submission to the Human Resources and/or Payroll department of the proper paperwork.

SECTION 6 RISK MANAGEMENT & MEDICAL PROTECTION FOR COMMERCIAL LICENSE OPERATORS

The City is concerned with safety, loss reduction, and increased productivity. To address these issues, the City will meet periodically with the Association to discuss plans that will focus on issues such as, the non-use of sick leave, safe driving record, safety/loss recovery suggestion award program.

SECTION 7 PHYSICAL FITNESS

Each employee shall receive a membership at the South Gate Sports Center in the South Gate Park. The membership will be determined in the following manner:

Employees will receive at no cost a family membership, which includes membership for a spouse and dependent children, and access to the golf course and swimming pool. This membership includes free access to all Park facilities that are open to the public, but excludes City sponsored classes that require a fee. Employees and eligible family members must obtain the required identification cards.

Employees that retire from the City shall receive a lifetime membership to the Sports Center at South Gate Park which will provide access to the facility, as well as the golf course and swimming pool, for the retiree plus one guest upon issuance of the required identification card.

SECTION 8 LONG TERM DISABILITY

The City currently provides a Long-Term Disability Plan to employees by the City.

SECTION 9 FLEXIBLE SPENDING ACCOUNT DEPENDENT CARE TAX SAVINGS

The City will pay the minimum per employee administrative fee required for a pre-tax flexible spending account for a medical and dependent childcare savings plan with employees making a contribution.

ARTICLE IV

LEAVE POLICIES

SECTION 1 HOLIDAY LEAVE

A. ENTITLEMENT

Employees who are on the payroll as of July 1st of each Fiscal Year shall be credited with appropriate Holiday Leave per Section B (below). Employees in the bargaining unit hired after the 1st of each Fiscal Year will be credited as of the date of hire with ten (10) hours of holiday leave for each designated holiday remaining in the Fiscal Year. Although holiday leave is credited, it is not considered earned until the day of the observed holiday.

Entitled employees may be absent from work but nevertheless receive compensation at the employee's then current rate of pay on either (a) the holidays designated below; or (b) days otherwise scheduled in advance and agreed upon between the employee's supervisor and the employee.

Entitled employees shall earn Holiday Leave in increments of ten (10) hours if the employee is working or on paid leave both as the holiday occurs during the calendar year, and at the commencement of the day following the designated holiday. Holiday leave time used shall be deducted from the hours credited in increments according to the employee work schedule.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year. Any unused Holiday hours not used at the conclusion of the last full pay period of each fiscal year are deemed lost, and employees shall not receive compensation for any unused Holiday hours. If an employee attempted to use his/her Holiday hours by the end of the fiscal year and was denied the ability to use those hours, the employee may submit a memo no later than June 15th prior to the end of the current fiscal year to his/her department head requesting to use those remaining holiday hours on specific dates on or before August 31st of the next fiscal year. Such a request shall only be granted on the condition that the employee attempted to use those remaining holiday hour and was denied the ability to use the remaining holiday hours.

B. HOLIDAY OBSERVANCE/HOURS

Each fiscal year the City shall observe the following named Holidays:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
César Chávez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Thanksgiving Day	Fourth Thursday of November
Christmas Eve	December 24th
Christmas Day	December 25th

Each fiscal year, all employees shall receive 130 hours of paid Holiday Leave subject to "Section IA, Article IV." The City will observe the ten (10) days set forth above, plus thirty (30) additional hours each year. The thirty (30) additional hours will be applied to effectuate a full week of closure between Christmas and New Year's Day. In the event that less than thirty (30) hours is necessary to effectuate the full week of closure, the balance of the 30 hours will be observed as floating day(s).

The City will review the holidays above in April of each year and determine the date each holiday will be observed for the coming fiscal year, which shall be issued by the Personnel Officer as the *Holiday Schedule.*

For employees in the classifications of Police Dispatcher, Police Records Specialist, and Civilian Custody Officer, who are scheduled to work on observed holidays shall take the holiday off at another date to be scheduled by the department as work schedules permit. Employees in these classifications required to work observed holidays, including during the designated/observed holiday closure period, shall earn time and one half their regular rate of pay for all hours worked on that day and defer any unused holiday hours to be used at a later time.

All other employees who work with regard to holidays are required to be off work on those observed holidays. Any such employee who works in a designated holiday shall earn his/her regular rate of pay and defer any unused holiday hours to be used at a later time; however, if the assignment to work on an observed holiday is approved by the appropriate department head to meet an urgent need of the City, then a non-exempt

employee shall earn time and one half his/her regular rate of pay for all hours approved and defer any unused holiday hours to be used at a later time.

Holidays that fall on Friday or Saturday become floaters. Holidays that fall on Sunday are observed on Monday. If two-day holidays fall on Sunday/Monday, then holidays are observed Monday/Tuesday.

An employee shall not receive compensation for holidays that occur after his/her date of separation.

SECTION 2 VACATION

A. Each employee shall earn vacation in the following manner:

One (1) to four (4) years of service:	80 hours annually
Five (5) to nine (9) years of service:	120 hours annually
Ten (10) or more to years of service:	160 hours annually

Accrued but unused vacation may be carried over from year to year, however, the maximum allowable vacation accrual is three hundred fifty (350) hours. If an employee's vacation accrual is at the maximum level, and the employee has requested vacation within the current notification requirements and been denied use of vacation time, Personnel shall direct that the specific loss of hours due to the denial of time-off request to be rolled over. The rollover will be calculated and accrued in a separate leave bank to be used within one (1) year. The employee shall demonstrate the denial of the time-off request.

Exceptions to vacation accrual limits will be considered on a case-by-case basis in those circumstances where it is not in the City's best interest to allow an employee to take vacation leave due to limitations such as lack of adequate staffing or time constrained projects.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of their future accumulated vacation leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of their cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. In order to be eligible to convert a portion of accumulated vacation leave to cash, an employee must maintain one hundred (100) hours of vacation leave within the employee's account balance after any

distribution has been made. Said employee shall be entitled to request a cash distribution up to forty (40) hours and shall be paid the first payroll period the following May.

SECTION 3 SICK LEAVE

A. ENTITLEMENT

Employees shall earn one hundred-twenty (120) hours of sick leave per year prorated by pay period. Annually, the City shall permit employees to utilize fifty (50) hours of their accrued sick leave as paid time off for reasons of personal business (not related to illness). These days shall not be regarded as "sick leave used" for any personnel purposes, including employee discipline, evaluations, promotions, assignments, etc.

1. ILLNESS OR INJURY LEAVE, NOTIFICATION AND VERIFICATION PROCEDURE:

In the event of an absence due to illness or injury, employees must notify their department supervisor (or the supervisor's designee), prior to or at the beginning of their shift starting time. Employees who are incapacitated and cannot notify their department supervisor, must notify their supervisor at the earliest possible time and may have a spouse or other person contact their supervisor within the time limit specified above.

2. An employee that becomes ill or injured, while working on the job, must request their supervisor's approval to leave work. Those employees injured on the job must file a "First Report of Injury" form and receive authorization for medical treatment from their supervisor.

3. The notification to the department supervisor must include a reason for the absence that is in accordance with current law and an estimated return date. This information will be logged by the department for future reference.

4. Failure to notify the department supervisor, as stated in Notification Section 1, will result in the forfeiture of the sick leave for the period of absence and may result in disciplinary action.

5. All absences not due to illness or injury must be requested as noted in the appropriate leave sections.

6. Verification — In the event that employees have, in their supervisor's sole opinion, an absenteeism problem, an excessive use of sick leave, or have a suspicious absence or group of absences, the supervisor may attempt to verify the absence or proper use of sick leave by any of the following:

   a. Telephoning the employee at home (or appropriate location).
   b. Visiting employee at home.
   c. A sub-rosa investigation.
   d. A medical evaluation at the City's expense, or
   e. A medical evaluation at the employee's expense. (A licensed physician must complete the medical evaluation which must include the reason for the absence and permission to return to work).

7. Where an excessive absenteeism pattern has been established without clear justification for said leave, a supervisor may schedule a counseling session to determine the reasons or justification for the excessive use. The counseling session shall be conducted by the Personnel Officer and other attendees of the session shall include the employee, a representative chosen by the employee, if any, and the department representatives. This session shall be documented by a written summary of the abuse problems and discussion. The summary shall be issued by the Personnel Officer and a copy distributed to attendees of the session and to the affected employee's Personnel file.

8. The purpose of the counseling session is to improve the employee's attendance and/or warn the employee about the consequences of continued abuse. If there is a specific abuse that warrants discipline, or if the above counseling session does not correct abuses, then action will be taken to correct the abuse problem through the discipline process (Section 11, Civil Service Rules and Regulations).

B. SICK LEAVE ADVANCES

The City will not provide advances in sick leave when an employee has depleted their sick leave balances.

C. SICK LEAVE PAYOFF

1. Employees hired before January 1, 1993, have unlimited sick leave accrual and will be paid according to years of service based on the formula below at the employee's rate of pay at the time of separation.

2. Employees hired on or after January 1, 1993, have a cap on sick leave cash-out of six hundred hours (600) hours and will be paid according to years of service based on the formula below at the employee's rate of pay at the time of separation.

3. Employees hired on or after July 1, 2022 shall not be entitled to sick leave cash-out upon separation. Sick leave will remain available for conversion upon retirement to CalPERS service credit as then allowed, or not, by the City's CalPERS contract.

4. Accumulated unused sick leave shall be paid off based on the following formula:

   a. 15–19 years of service —
   50% reimbursement of eligible unused sick leave.

   b. 20 years or more of service —
   75% reimbursement of eligible unused sick leave.

5. The employee will receive payment in a lump sum in the next payroll period after separation at employee's base rate of pay.

SECTION 4 PAY FOR JURY DUTY

A. JURY DUTY SERVICE

All employees who are called for Jury Duty shall be entitled to a maximum of ten (10) days at full salary. Employees are obligated to inform the Judge/ Court that City policy is to only pay ten (10) days of service. Should an employee, through no fault of their own, be required to serve beyond ten (10) days, the employee will receive full salary for Jury Duty service up to an additional twenty (20) days.

Exceptions may be made to this policy by the City Manager in very unusual circumstances.

B. ATTENDANCE

1. A record of attendance from the Court is required and shall be turned in weekly for payroll purposes. Such record is available from the Court Administrator's office. Employees on shifts other than the normal shift shall have off the equivalent time to actual jury service plus reasonable travel time to and from their places of residence; likewise, employees on the regular work shift, who serve on night court juries will have off the actual time of service plus reasonable travel time to and from their places of residence.

2. Employees who serve on jury duty for partial days are expected to report to work if they are released from jury duty within a reasonable amount of time to report back to work (e.g. an employee on day shift serving on South Gate Court duty would be expected to return to work if excused prior to or at 4:00 P.M. However, an employee serving on jury duty for example, in downtown Los Angeles excused at 4:00 P.M. would not be expected to return to work that day). If the option for call-in service is available and workable (the court is within thirty (30) minutes travel time of South Gate), an employee should request call-in status.

SECTION 5 UNPAID LEAVE

A. LEAVE WITHOUT PAY

A leave of absence without pay, up to ninety (90) calendar days in any calendar year, may be granted upon the approval of the Department Head and the Personnel Officer. Leaves of absence in excess of ninety (90) calendar days must be approved by the Personnel Officer, provided, however, that for leaves of absence other than for illness or injury during any three (3) calendar year period shall not exceed one hundred eighty (180) calendar days. In the case of a bona fide illness or injury, a medical leave may be granted up to a maximum of one (1) year upon the approval of the Department Head and the Personnel Officer. In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the Department Head and the Personnel Officer may approve the short-term leave with due consideration of the employee's work record (with possible counseling or discipline considerations). All applications for leaves of absence without pay shall be submitted to the Personnel Officer on a Personnel Transaction Form. The City shall have

sole discretion whether or not to grant unpaid leave and the City's decision is not subject to grievance and/or any appeal.

B. CATASTROPHIC ILLNESS/INJURY

If an employee is diagnosed by a qualified Doctor of Medicine to have a catastrophic illness (in a state of total disability from cancer, heart attack, AIDS, etc.) or has a catastrophic injury (an injury that totally disables an employee for an extended period of time), the employee may be entitled to extended health benefit coverage (Medical, Dental, & Life Insurance.) provided by the City (in the same fashion normally provided to the employee). This benefit requires the approval of the Department Head and Personnel Officer, and is applicable when the employee's leave benefits are exhausted, under the following formula:

Years of Full-Time City	Months of Continued Coverage
After (2) years	3 months
After (4) years	6 months
After (7) years	9 months
After (10) years	12 months

SECTION 6 MATERNITY LEAVE

The application of the maternity leave policy is subject to applicable State and Federal laws. The employee may use accrued paid or unpaid leave as appropriate.

SECTION 7 FAMILY MEDICAL LEAVE ACT

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to sick leave. Rights and obligations which are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for

the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement.

B. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12- month period to determine how much leave have been used in determining how much leave a member is entitled to.

C. Use of Accrued Leaves While on Leave — If a member requests leave for any reasons permitted under the law, that person must exhaust all accrued leaves in connection with the leave. The exhaustion of accrued leave will run concurrently with the leave.

SECTION 8 BEREAVEMENT

The term "immediate family" is defined as the spouse, domestic partner, children, father, father-in-law, mother, mother-in-law, brother, brother-in-law, sister, sister-in-law, stepchildren, stepparents, foster children, foster parents, grandparents, or grandchildren of the employee, or other person, as approved by the City Manager or their designee.

A. WITHIN THE STATE

Upon the death of the immediate family, within the state, the employee shall have thirty (30) hours leave, not chargeable to any other leave, when employee travels within the state. Employees who travel within the state may take an additional forty (40) hours of leave chargeable to sick leave.

B. OUT OF STATE

Upon the death of immediate family out of state, the employee shall have forty (40) hours leave, not chargeable to any other leave, when employee travels out of state. Employees whose bereavement requires travel out of state may take an additional thirty (30) hours leave chargeable to sick leave.

SECTION 9 JOB RELATED INJURY OR ILLNESS

In the event of an absence due to a job-related injury or illness, any employee who is entitled to disability payments under Workers' Compensation laws shall receive from the City the difference between such disability payments

and his/her full salary for the period of absence up to a maximum of four hundred eighty (480) hours shall not be deducted from accumulated sick leave. However, any relapse at a later date shall not be compensable under this provision, although the same may be chargeable against accumulated, unused sick leave, if any.

SECTION 10 MILITARY LEAVE

Military leave is restricted to normally require active duty and does not apply to such matters as weekend drills, etc. Leaves of absence for active military training, service, or other active duty obligations shall be granted in accordance with California and Federal law.

Compensation, reemployment, seniority and other rights and privileges shall be governed by applicable laws. In order to verify the rights to such leave, the employee shall cause a copy of his/her orders to and from military duty and relief therefrom to be filed with City's Personnel Officer. Military leave is recorded on the employee's time sheet and approved by the Department Head Employees are entitled to receive a maximum of eighty (80) hours of paid leave per fiscal year for annual military training. Employees are entitled to receive up to an additional thirty (30) days (300 hours) of paid military leave if they are called to active duty (other than annual training) in the National Guard or one of the branches of the U.S. Military.

SECTION 11 COMPENSATORY TIME LEAVE

Employees may accrue up to 180 hours of Compensatory Time Leave at any one time. Accrued, unused Compensatory Time Leave shall be cashed-out at an employee's regular rate of pay in the last pay period in June each year.

ARTICLE V

DISCIPLINE & GRIEVANCE PROCEDURES

SECTION 1 DISCIPLINE PROCEDURE

A. The Personnel Officer or appropriate appointing authority may take disciplinary action for cause against an employee and within a reasonable period of time after the alleged wrongdoing by the employee. Discipline shall be administered according to progressive discipline principles. Employees should be placed on notice and given an opportunity to correct any alleged offenses. Generally, employees should be counseled, followed by a Reprimand/Warning before the City proceeds to more severe discipline such as suspension, reduction in pay, demotion or discharge. City reserves the right to combine or skip steps depending on the facts of each situation and the nature of the offense. It is understood that certain alleged offenses may be so serious the City may be justified in deviating from progressive discipline principles. In all cases in which the City wishes to administer any disciplinary action, it shall provide the employee and their representative any documentation or other evidence used to support the proposed disciplinary action. The term "disciplinary action," shall be limited in meaning to any of the following:

1. DEMOTION, DISCHARGE, OR REDUCTION IN SALARY

Such disciplinary action may take the form of discharge, reduction in salary, or a demotion where there is a vacancy in the same classification series at a lower level within the department.

2. SUSPENSION

An appointing authority may suspend an employee for one or more of the causes for discipline specified in these rules for a period of up to thirty (30) days.

3. REPRIMAND/WARNINGS

A written reprimand or written warning is part of the disciplinary process when an action or series of actions by an employee does not warrant discipline, as noted in Article V, Section 1B. (Notice of Disciplinary Action); however, it does warrant written notification for corrective purposes. A Supervisor (or appropriate management

personnel) may issue a written reprimand or written warning to an employee for one or more of the causes for discipline specified in the applicable personnel rules. The issuing authority shall include in the document a "sunset" clause (removal date from personnel file) of eighteen (18) months. Removal of the document shall be subject to the Department Head's sole discretion based upon if the employee's subsequent work record justifies removal, the employee has no further discipline in said time period, and after said period the employee makes a written request to the Department Head for removal of said document from the employee personnel files. If the Department Head refuses to remove the document after 18 months, the employee may appeal this decision to the Personnel Officer, whose decision shall be final and binding. The City's decision whether or not to remove the document is not subject to grievance and/or any appeal.

THE WRITTEN REPRIMAND OR WARNING SHALL ONLY BE REVIEWED AS FOLLOWS:

a. After receipt of written reprimand or written warning, the employee may request a review of said document to issuing authority within ten (10) working days. Said review may include an oral response and/or written response. The issuing authority's decision may be to rescind the document, to modify the document with no change in content. The employee shall be notified, orally or in writing, of the decision of the issuing authority.

b. The employee may request said decision be reviewed by the Department Head, if applicable, within ten (10) days after said notification. The same review process shall be conducted as stated in Article V, Section 1B (Notice of Disciplinary Action).

c. The employee may request that the above decision be reviewed by the Personnel Officer, within ten (10) days after said notification. The same review process shall be conducted as stated in Article V, Section 1B (Notice of Disciplinary Action). The decision of the Personnel Officer shall be final with no further review of the reprimand or warning.

B. NOTICE OF DISCIPLINARY ACTION

At any time any disciplinary action is proposed to be taken against any classified employee, they shall be served with written notice at least ten (10) working days prior to the effective date of the proposed disciplinary action, either personally or by certified mail. Said notice shall state the proposed action, the effective date if implemented, the reasons therefore, a copy of the charges and materials upon which the proposed action is based, and a copy of Article V of this Agreement. In termination cases, the concerned employee may be suspended from duty, at full pay, from the time notice is served until the effective date of termination.

1. SKELLY PROCEEDING

Prior to implementing the disciplinary action, a Skelly proceeding will take place to allow the employee an opportunity to respond to the proposed discipline and charges, either orally or in writing, or both. The results of the proceeding may initially be given to the employee orally; however, a written decision will be issued within ten (10) working days of the proceeding.

C. APPEAL OF THE DISCIPLINARY ACTION

1. APPEAL TO PERSONNEL OFFICER

A classified employee may file with the Personnel Officer, in writing, an appeal to the disciplinary action and charges. Said appeal shall be filed with the Personnel Officer not more than ten (10) working days after receiving the discipline, or the written results of the Skelly Proceeding referenced in Article V, Section 1B(1) (Notice of Disciplinary Action/Skelly Proceeding), whichever is later.

The parties shall retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct the disciplinary appeal and provide an advisory written decision, as described below.

a. HEARING AN APPEAL

Within six (6) weeks of receipt of an appeal (referred to above), the ALJ shall hold a hearing and shall direct the Personnel Officer to notify those whose presence is required. The appellant shall be

entitled to appear personally and to have counsel and they shall be notified in writing of the time and place of meeting. The ALJ may proceed informally, and the rules of evidence shall not apply.

b. PUBLIC HEARINGS

The fact-finding aspect of the ALJ hearings shall be open to the public. The deliberative aspect of such proceedings shall be held in closed session unless the law shall otherwise require.

c. FAILURE OF AN APPELLANT TO APPEAR

Failure of an appellant or their counsel to appear at the hearing shall be deemed to be a withdrawal of their appeal and the action of the appointing authority shall be final.

d. CONDUCT OF HEARINGS

The ALJ shall convene the hearing, declare adjournments, recesses and continuances, shall maintain good order and shall call upon the parties to present witnesses, argument and other matters in the normal course of proceedings. The ALJ shall rule upon all objections, procedural motions and other matters which may come before the ALJ. At the conclusion of the hearing, after all evidence and arguments have been presented, the matter shall be deemed submitted to the ALJ for decision. The ALJ shall determine whether to affirm, reverse or modify the disciplinary action taken.

e. CITY COUNCIL REVIEW

The findings of fact and conclusions of law submitted by the ALJ shall be delivered to the employee (or their representative or legal counsel), the Department Head of the employee's department (or legal counsel), the City Council, the City Manager, the City Attorney and the Personnel Officer. The City Council will have the right of review and final decision to accept or modify the advisory decision in its sole discretion.

f. COSTS

The City and the Association shall share the costs of using the ALJ and OAH equally, with each side paying their share as and when required by the neutral, third-party or the OAH. In the event that

the Association does not support an employee's appeal and/or desire to cover half the appeal hearing costs, then the employee shall be limited to having the ALJ of the OAH issue an advisory decision to the Personnel Officer who shall make the final decision to accept or modify the advisory decision in their sole discretion, with the City bearing all administrative costs associated with the appeal such as OAH and ALJ fees, transcript fees, etc. The Association and/or employee shall bear their own attorney or other representation costs. If the parties mutually agree on an arbitrator within thirty (30) days, that person will be designated to conduct the hearing instead of the ALJ under the same rules stated herein.

g. GENERAL DEFINITIONS

1. WORKING DAYS

The term "working days" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 A.M. to 6:00 P.M., excluding Holidays.

2. TIME LIMITS

The failure to submit an appeal within the time limits specified in the various steps provided above shall result in the settlement of the discipline appeal in accordance with the last answer or response given which shall be final and binding, with the exception of elevating a disciplinary action to the Personnel Officer or Administrative Law Judge. All time limits and grievance steps may be shortened, extended or waived, but only by a mutual written agreement signed by the employee and a City representative.

3. PROCEDURAL EXTENSIONS

The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.

4. EMPLOYEE REPRESENTATIVE

The employee "representative" referred to herein above may be an employee of the City.

SECTION 2 GRIEVANCE PROCEDURE

A. SCOPE

This Grievance Procedure shall be the exclusive means for resolving all grievances as that term is defined hereinabove except that the following disputes shall not be subject to the provisions thereof:

1. Any dispute arising out of or in connection with meeting and conferring pursuant to Resolution No. 3674.

2. Any dispute arising in or from, or involving a strike, work stoppage or cessation of work in any form by employees of the City.

3. Any appeal concerning disciplinary action affecting any employee (See, Article V, Section 1 — Discipline and Grievance Procedure).

B. PROCEDURE

STEP 1 A grievance may be initiated in this Step 1 by an employee or group of employees by presenting the grievance orally to the immediate supervisor of the employee or employees involved. The grievance must be submitted to said supervisor within fifteen (15) working days following the occurrence of the event upon which the grievance is based. The supervisor will give an oral answer to the employee or employees involved within no more than fifteen (15) working days after the grievance was orally presented.

STEP 2 If the grievance remains unresolved after Step 1, the grievance may be moved to Step 2 by submitting the same to the Department Head. The grievance shall be submitted in writing on a form supplied by the City. The grievance must be submitted in Step 2 no later than ten (10) working days after the answer in Step 1 has been received or the time for such answer has expired. Within no more than ten (10) working days after receipt of grievance, a meeting will be held with the Department Head and the employee or employees involved. A representative of the employee or employees may be present if requested. Grievances submitted in Step 2 shall be answered in writing within ten (10) working days of said meeting.

STEP 3 If the grievance remains unresolved after Step 2, the grievance shall be moved immediately by the Department Head or the employee

or employees involved to Step 3 by submitting a copy of the written form provided in Step 2 to the Personnel Officer.

a. Within no more than ten (10) working days after receipt of the written grievance, a meeting shall be scheduled between the Personnel Officer and the employee or employees involved. A representative of the employee or employees may be present if requested.

b. Grievances involving a dispute between the City and a Recognized Employee Organization may be initiated in this Step by either party in said written form within ten (10) working days of the occurrence of the event giving rise to the grievance. In that event, a meeting shall be scheduled within ten (10) working days of receipt of said written grievance between no more than two (2) designated representatives of the City and two (2) of the Recognized Employee Organization. In addition, the employee or employees involved, if any, the Department Head, and the immediate supervisor shall be entitled to be present at the meeting.

c. Grievances submitted in Step 3 shall be answered by the Personnel Officer in writing within ten (10) working days of said meeting(s).

STEP 4 If the dispute remains unresolved after Step 3, the aggrieved party can request review by an Administrative Law Judge. Such a request must be submitted in writing to the Personnel Officer within ten (10) working days after the answer in Step 3 has been received or the time for such answer has expired. The request for review shall be made on a form supplied by the City.

The City and the Association shall retain the services of an Administrative Law Judge through the Office of Administrative Hearings and shall share the costs of using the Administrative Law Judge and Office of Administrative Hearings equally, with each side paying their share as and when required by the neutral, third-party or the Office of Administrative Hearings. In the event that the Association does not support an employee's grievance and/or desire to cover half the grievance hearing costs, then the Step 3

decision of the Personnel Officer shall be final and binding on the matter.

Within thirty (30) calendar days after the receipt of a request for review, the Administrative Law Judge shall hold a hearing. The Personnel Officer shall notify the aggrieved party of the date, time and place of the hearing. The aggrieved party has the right to appear personally and to have counsel appear on its behalf. The hearing shall be conducted pursuant to Article V, Section 1, Subsection d (Conduct of Hearings), above.

The fact-finding aspect of the Administrative Law Judge hearings shall be open to the public, the deliberative aspect of such proceedings shall be held in closed session unless the law shall otherwise require. The City Council will have the right of review and final decision to accept or modify the advisory decision in its sole discretion.

If the parties mutually agree on an arbitrator within thirty (30) days, that person will be designated to conduct the hearing instead of the Administrative Law Judge under the same rules stated herein.

C. REVIEW BY CITY COUNCIL

The advisory decision of the Administrative Law Judge shall be final and binding unless within thirty (30) calendar days thereafter a request for review by the City Council is filed with the Personnel Officer, or the City Council, on its own motion, requests review thereof within said period.

D. GENERAL DEFINITIONS

1. EMPLOYEE REPRESENTATIVE

The employee "representative" referred to in Steps 2 and 3 above may be an employee of the City.

2. GRIEVANCE DEFINED

"Grievance" means any dispute or difference between the City and any employee or group of employees, concerning the interpretation or application of any written City ordinance, resolution, rule, policy, practice or procedure governing the wages, hours and working conditions of City employees. The term "grievance" also includes any

dispute or difference between the City and a recognized employee organization concerning the interpretation or application of any existing memorandum of understanding between the City and said recognized employee organization.

3. PROCEDURAL EXTENSIONS

The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.

4. TIME LIMITS

The failure to submit a grievance within the time limits specified in the various steps provided above shall result in the settlement of the grievance in accordance with the last answer or response given which shall be final and binding, with the exception of elevating a disciplinary action to the Personnel Officer of Civil Service Commission. All time limits and grievance steps may be shortened, extended or waived, but only by a mutual written agreement signed by the employee and a City representative.

5. WORKING DAYS

The term "working days" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 A.M.to 6:00 P.M., excluding Holidays.

ARTICLE VI

IMPLEMENTATION OF

MEMORANDUM OF UNDERSTANDING

SECTION 1 WAGE RIGHTS

A. The Association promises and warrants, that upon acceptance of the aforementioned recommendations of the City's Representatives Designee by the City Council, its members will provide service to the City upon the terms and conditions herein stated.

B. Subject to the provisions of this Agreement, the parties hereto do hereby agree and acknowledge that the City shall retain all its usual rights and responsibilities.

1. It is understood and agreed that this Memorandum of Understanding is subject to all present and future applicable Federal or State wage and salary control laws and regulations as well as all other applicable Federal and State laws or regulations. If any part of this Memorandum is in conflict or inconsistent with such applicable provisions of Federal or State laws or regulations or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended and superseded by such applicable laws or regulations, and the remainder of this Memorandum of Understanding shall remain in full force and effect.

ARTICLE VII

LAYOFFS

For the purposes of this Article "business day" is defined as the normal operating days for personnel, currently Monday through Thursday.

A. The City Council or City Manager may separate any employee or class of positions without prejudice, because of financial or economic condition of the City, reduction of work, or abandonment of activities. The City shall give employees covered by this MOU not less than fifteen (15) business days advance notice of lay-off and the reason therefore. However, no full-time employee shall be separated from a department while regular part-time, or hourly employees are serving in the same positions in the department. The conditions of lay-off shall be as follows:

Order of Separation

The principal criterion used in determining the order of separation and bumping rights shall be seniority, time worked within a class within the City, provided the employee presently possesses the skills, ability and qualifications to perform the job. Furthermore, seniority shall govern unless the following criteria show that ability, merit, and records of the employees considered for lay-off are not equal:

1) Employee's last four (4) performance evaluations rating, if in existence.

2) History of employee written disciplinary actions.

3) Attendance record tardiness, and unexcused absences.

4) In the event the less senior employee in the position in the class to be laid off has superior skills, ability, qualifications, merit and record, as determined in the above manner, then the more senior employee shall be laid-off.

The City shall have the burden of establishing the above criteria.

B. Bumping Rights

The employee laid-off shall be entitled to bump to the position in a class in which they currently or formerly held a permanent appointment and in which there is an employee with less seniority in the class, if physically

and mentally able to perform the duties of the former class. After the City has notified the affected employee and also the position available to the employee, if any, to bump, they must notify the Personnel Officer of their intent to exercise the bumping rights within fourteen (14) business days of the position, and classification in the City which they intend to bump, or the bumping rights shall be barred and waived to the employee. The employee with the least seniority in the class shall be bumped by the person who is laid off. The employee bumped shall be considered as laid-off for the same reason as the person who bumped him/her and shall in the same manner be eligible to bump to a position in a class within the City in which they formally had a permanent position.

C. Appointment of Laid-Off Employees to Lower Class

The City Manager may approve the appointment of an employee who is to be laid-off to an existing vacancy in a lower class for which they are qualified without requiring an examination, provided the appropriate appointing authority so appoints.

D. Applicability

These provisions shall apply to all classified positions, including regular part-time positions to the extent any regular part-time positions are covered by this MOU, but shall not apply to unclassified, probationary, hourly, and temporary positions.

E. Lay-off List

The lay-off list shall consist of those employees laid-off in the classification ranked in order of seniority. If there is a classification of a lower rank in the same classification series as the position from which the employee was laid-off, that employee's name shall be placed on the lay-off list for each such lower ranked classification.

A laid-off employee shall retain re-employment rights to the classification from which they were laid-off irrespective of their acceptance of reemployment at a lesser rank.

F. No Probation and Evaluation of Bumped Employee

Employees who bump or are bumped shall not be required to serve a probationary period and shall be evaluated using the same criteria and process as other fully vested and tenured employees.

ARTICLE VIII

REHIRES AND CONTRACT EMPLOYEES/CONSULTANTS

Non-employees and/or outside consultants shall not be involved in employee performance evaluations or discipline of City employees.

ARTICLE IX

FULL UNDERSTANDING

This MOU is the result of a joint effort by the Association and the City to capture all past agreements between the parties that are still applicable and active. If an issue or practice is included in this MOU, the language of this MOU is controlling. If an issue or practice is not included in this MOU and there is a clear practice or a current written practice, such as the City's Salary Resolution, covering the issue, the past practice or written practice will be controlling.

ARTICLE X

REOPENERS

The parties do specifically agree to reopen the meet and confer process during the term of this MOU only with regards to the following issues. These reopeners are not contingent upon the execution of any successor MOU and no successor MOU is contingent upon agreement on these reopeners.

1. FLSA Implementation: Implementation of the change from exempt status to non-exempt status, or vice-versa, for affected SGMEA members, including but not limited to related issues of overtime calculations and right to administrative leave for the affected employees.

2. Dental/Vision/Life Insurance/Voluntary Insurances/Section 125 Program: Change of providers for these particular employee benefits and to meet and confer over the effects of any change in providers or related plans.

Memorandum of Understanding between the City of South Gate and the South Gate Municipal Employees Association

~Signature page~

The City and the Association acknowledge that this Agreement is entered into as of the ___ day of September 2025 and is subject to it being executed by authorized representatives.

CITY OF SOUTH GATE:

Maria Davila, Mayor

Date: _____

SOUTH GATE MUNICIPAL EMPLOYEES' ASSOCIATION:

By: _____
Brandon Williams, President

Date: 9/9/2025

By: _____
Francisco Robles, Vice President

Date: 9-9-2025

ATTEST:

Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

Raul F. Salinas, City Attorney

Robert Feria, Chief Negotiator, SEIU 721

Contract No.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

CITY OF SOUTH GATE

AND THE

SOUTH GATE PROFESSIONAL MID-MANAGEMENT ASSOCIATION

JULY 1, 2025 – JUNE 30, 2026

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ARTICLE I

GENERAL PROVISIONS

SECTION 1 RECOGNITION

The South Gate Professional Mid-Management Association [affiliated and represented by the Service Employees International Union, Local 721], hereinafter called the "Association" or "SGPMMA," is the duly recognized employee organization for its members employed by the City of South Gate (hereinafter called the "City") in an employee unit described in Section 8.2.4 of the City's Employer-Employee Relations Resolution (Resolution No. 4508) as: "All Professional and Management employees in Building, Community Development, Finance, Parks and Recreation, Police and Public Works Departments, defined as management employees assigned to the '600' Series salary range, and excluding the positions listed in section 8.2.7" of Resolution No. 4508. The employee unit also includes members in the Executive Assistant job series.

SECTION 2 CURRENT AND SUPPLEMENTAL AGREEMENTS

It is the intent of the City and the Association that this successor MOU supersede all previous MOUs, agreements, side letters or understandings either written or oral, and contains the entire understanding between the parties on all matters subject to the meet and confer process. No amendment, change, or variation hereof shall be valid or binding unless reduced to writing and signed by duly authorized representatives of the City and the Association.

SECTION 3 NON-DISCRIMINATION

The City and the Association agree that, in applying the terms of this MOU, neither party will discriminate against any employee because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, veteran or military status, political beliefs and affiliations, or union affiliation of any person or for any other reason prohibited by law.

SECTION 4 DURATION

This MOU shall cover the period from July 1, 2025, through June 30, 2026, and shall supersede the SGPMMA MOU of 2024 – 2025. This successor MOU shall become effective only after ratification by the members of the Association and after the first full pay period after adoption by the City Council of the City of South Gate.

SECTION 5 DUES DEDUCTION

A. Automatic Payroll Deduction.

The City will continue automatic payroll deduction for the collection of Association dues throughout the term of this MOU. The Association may request in writing that the City deduct membership dues, initiation fees, and general assessments, as well as payment of any other membership benefit program sponsored by the Association, from the salary or wages of members of the Association. The Association hereby certifies that it has and shall maintain all such deduction authorizations signed by the individual from whose salary or wages the deduction is to be made and shall not be required to provide a copy of an individual authorization to the City unless a dispute arises about the existence or terms of the authorization. The Association shall also provide the certification of the membership list for deduction purposes to the City on an annual basis or more often as needed. Accordingly, the Association dues shall be deducted each pay period in accordance with City procedures and provisions of applicable law from the salary or wages of each employee whose name is provided in writing by the Association.

The City shall provide for payroll deductions on each payroll period (twenty-six times per calendar year). The City shall remit the total amount of deductions to the Association within thirty (30) calendar days of the date of the deduction. Any changes in the Association dues must be given to the City a minimum of thirty (30) calendar days prior to the change to accommodate changes to payroll. Membership within and/or payment of any dues or fees to the Association shall not be a condition of employment with the City. No individual employee shall be compelled to pay a service fee, agency fee, or any other assessment or payment in lieu of joining the Association.

The Association shall notify the City within ten (10) working days of any discrepancy(ies) concerning dues or other payroll deductions pursuant to this Article. If the Association does not notify the City of any discrepancy within ten (10) working days, then the City shall be relieved of any further responsibility.

The Association shall indemnify, defend, and hold harmless the City for: (i) any claims made by an individual employee relating to deductions made in reliance upon any certification from the Association, and (ii) any liability arising from any claims, demands, or other action relating to the City's compliance with this Section relating to maintenance of membership. However, the Association shall not indemnify, defend, or hold harmless the City for its own errors in administering the dues deductions on behalf of the Association. Any claims, demands, disputes arising from the application or interpretation of this Section shall be filed directly with the Association and shall not be subject to the City's grievance procedures.

B. "COPE" Contribution.

Association members may voluntarily authorize in writing a Committee on Political Education (COPE) deduction from their salary. Employees wishing to participate shall provide written authorization on a form furnished by the Association indicating the amount to be deducted. The parties agree that an employee may revoke any such deduction at any time. The parties further agree that neither the Association nor the City will bestow any special benefit or cause any detriment as a result of an employee's voluntary choice to make, decline to make, or revoke contribution.

SECTION 6 CONTRACTING OUT SERVICES

The City retains the right to contract out services as allowed by law. To the extent required by law, the City will meet and confer with the Association prior to the initiation of the bidding process to contract out bargaining unit work. It is the parties' intent to avoid the lay-off of any employee due to contracting out wherever possible, but the parties' understand that the City may do so as a business necessity. The Association agrees that it will cooperate with the City in determining the most efficient and effective ways to accomplish work processes, though the City retains the ultimate decision making authority

regarding matters within its management prerogative/rights as defined by Section 5 of the City's Employer-Employee Relations Resolution No. 4508. If it is determined that a represented employee is laid off as a result of contracting out of services, the employee will receive a separation benefit of four (4) months pay in addition to the normal termination benefits applicable to other employees covered by this MOU.

SECTION 7 DRESS CODE

The parties agree that City dress codes shall be determined by management in accordance with business necessity and shall not be subject to meet and confer.

SECTION 8 ASSOCIATION BUSINESS

Elected Association stewards and officials will be provided a reasonable amount of time during normal working hours to conduct official union business. This time will be recorded in accordance with City policy. Time spent on official Association business will not disrupt critical work schedules. Disputes about this policy will be resolved through good faith discussions between the City and the Association and will not be subject to the grievance procedure.

The City agrees to provide two (2) days of release time with pay per year for each of two (2) Board Members or Board's designee/s to attend conferences or other activities as set by the Association.

SECTION 9 USE OF CITY FACILITIES

The City agrees that the Association may use City facilities to conduct meetings, provided that advance notice is given to the City, proper reservations are made for the use of the facilities to ensure availability and prevent scheduling conflicts, and that such use does not interfere with the normal business operations of the City.

SECTION 10 LABOR MANAGEMENT COMMITTEE

The parties shall use Joint Labor Management Committee meetings as needed to address issues of concern to the parties. The purpose of the Committee meetings shall be to discuss issues of interest to the unit members, issues of interest to management and issues of mutual

interest. The party calling for the meeting shall provide the agenda for the meeting and provide the list of attendees from their side at least one week in advance of the meeting, with the other party supplementing the agenda at least two days in advance of the meeting and providing the list of their attendees. The meetings shall be attended by representatives of the City as deemed by the City necessary to address the issues, which shall start with the Director of Human Resources. The meetings shall be attended by no more than two employee representatives of the Association, along with any non-employee representatives as deemed necessary. If either party requires more than 2 employee representatives, they may request their attendance in advance and the request will not be unreasonably denied.

SECTION 11 EMPLOYEE HANDBOOK

The Employee Handbook will be updated periodically and will be available in electronic form and subject to meet and confer on matters within the scope of employment.

SECTION 12 PROBATION

A. All new Association represented employees, including classifications working in the City's Police Department, are required to complete a probationary period of one (1) year, which is considered to be an extension of the examination process and an opportunity for the newly placed employee to demonstrate abilities and skills necessary for successful work performance in the particular classification and position. Employees on probation will receive a step raise the first full pay period after successfully completing their probationary period.

B. Any appointment to a position from an eligibility list is subject to a probationary period of one (1) year equivalent to a total of 2,080 actual work time hours including earned Holiday Leave before an appointee acquires a permanent status in the new position.

C. Evaluations shall be done at six (6) months and twelve (12) months. Two weeks prior to the end of the probationary period, the Department Head shall forward the probationary employee's Performance Appraisal to the Personnel Officer recommending that the employee be given permanent status if their service has been

satisfactory, recommending an extension of the probationary period, or recommending that the employee be terminated. The initial probationary period may be extended six (6) months at the discretion of the Department Head in documented cases where work performance cannot be fully evaluated within the initial one (1) year probationary period.

D. If an employee is not timely evaluated on or before twelve (12) months after hire, then their probation is deemed automatically extended until completed and a formal decision is made to fail, pass or extend probation by a set period of time. No employee shall be deemed to have passed probation by failure of the City to timely act on the probation as only formal written approval by the Personnel Officer can result in permanent status in the position. However, if the City does not complete the final evaluation of new hire appointments within sixty (60) business days after the end of the probationary period or extended probationary period, then the employee will be deemed to have passed probation. If the City does not complete the final evaluation of promotional appointments within fifteen (15) business days after the end of the probationary period or extended probationary period, then the employee will be deemed to have passed probation.

E. An employee may be removed by the appointing authority at any time during the probationary period by submission of a termination notice to the Personnel Officer, and the same shall not be subject to review by an Administrative Law Judge or the City Council. The Personnel Officer may restore any employee so terminated to the eligible list from which they were removed if there appears to be adequate basis for anticipating the employee might render satisfactory service in another department. When a present employee with permanent status accepts probationary appointment in a new classification, whether or not promotional, that employee retains the right to return to the position vacated.

F. After completing probation, each employee shall receive an annual performance review which shall be due on the anniversary of the date that they passed probation in their current position.

SECTION 13 MAINTENANCE OF BENEFITS

All existing wages, hours, and other terms and conditions of employment presently enjoyed by Association members shall remain in full force and effect for the duration of the term of this MOU, except as specifically modified by the provisions herein or by mutual written agreement of the parties.

SECTION 14 ELECTRONIC CHECK DEPOSIT

The City will continue to provide an electronic check deposit program.

SECTION 15 SUBSTANCE ABUSE POLICY

The City and the Association agree that it is appropriate to provide a drug free workplace through the establishment of policies and procedures which clearly prohibit the use of alcohol and other drugs and their influence on the job. The Association will cooperate with the City in implementing its Drug and Alcohol Abuse Policy. The City agrees to meet and confer with the Association prior to making any significant modifications to its Drug and Alcohol Abuse Policy.

SECTION 16 SMOKE FREE POLICY

All City buildings and City vehicles shall be considered smoke-free areas.

SECTION 17 TRAINING STANDARDS FOR EMPLOYEES WHO SUPERVISE

Performance standards for employees who supervise shall be amended to include approved supervisor training each year on City time. This standard shall be imposed through the normal annual performance evaluation process. The Personnel Department will regularly publish training opportunities. Employees will be eligible for paid release time and payment of necessary expenses for approved professional development related to their employment.

SECTION 18 NEGOTIATIONS

If practicable, the parties agree to meet in February of the last year of the contract to begin negotiations for a successor agreement to the MOU; otherwise, the parties agree to meet in March.

SECTION 19 WORK SCHEDULES

All existing work schedules, including alternate work schedules, shall continue for the duration of the MOU, unless modified in a written agreement between the City and the Association. The City agrees to meet and confer with the Association on any proposed changes to any work schedule. The City shall provide no less than fourteen (14) calendar days' notice of changes to an employee's permanent work schedule before implementing such a change. This does not affect the City's ability to require employees to work overtime or temporarily adjust an employee's schedule to address the needs of the City; however, the City will provide as much notice as possible in such situations.

SECTION 20 ASSOCIATION ACCESS TO NEW EMPLOYEE ORIENTATIONS AND INFORMATION

The City agrees to provide no less than 10 calendar days' notice to the Association in advance of any new employee orientation(s) and provide the Association access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. In accordance with California Government Code § 3557, access shall be determined by mutual agreement between the City and the Association. Access could be effectuated by representational attendance or correspondence. The Association shall advise the City reasonably in advance of any orientation as to the type of access requested.

If no in-person, new employee orientation has occurred within thirty (30) days of an employee's date of hire and with at least seven (7) calendar days' written notice to the affected Department, the Association shall be permitted to schedule an in-person meeting within 31 to 60 calendar days of the employee's date of hire at the worksite for no more than 90 minutes, which includes travel time to and from the meeting, and which shall incorporate the employee's lunch hour. During this scheduled time, the newly hired employee will be relieved of other duties to permit attendance.

The City shall provide notification of all new employees subject to the disclosure requirements outlined in Article I, Section 5.A.

SECTION 21 EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS

Employees being served with City documents that contain a formal Notice of Acknowledgement of Receipt with a signature line and date for the employee to sign and who are directed to sign such document at the time presented, shall promptly sign and date the Notice of Acknowledgement of Receipt or may be subject to discipline for insubordination for failure to comply with an official directive and for violation of this MOU. Any disciplinary document shall have the following sentence before the signature line: "My signature does not mean that I agree with the contents of this document and does not waive any of my rights.

ARTICLE II

SALARY & ALLOWANCES

SECTION 1 PAY INCREASES IMPLEMENTATION

All payroll changes for step increases, pay increases and other compensation changes will be made effective prospectively or retroactively, as is appropriate, on the effective date of said change.

SECTION 2 WAGES

For fiscal year 2025-26 and effective September 7, 2025, the salary range and base salary for the represented unit classifications and employees still on payroll shall be increased by three percent (3.0%).

SECTION 3 LONGEVITY PAY

The City recognizes that as an employee's service with the City increases, the employee's knowledge of operating procedures, productivity and ability to provide outstanding service to the citizens of South Gate increases. For these reasons, the City provides longevity pay which is added to each step for eligible employees. Longevity pay is determined once per year (on July 1) and is computed prior to the percentage increase to each Step contained in Section 2. Wages. For pay calculations purposes, such as, but not limited to, overtime, pension, sick leave, and vacation, longevity pay is added to an employee's base pay. Employees are eligible for Longevity Pay based on the following:

Full Years of City Services	% of Base Pay
5 years to 9 years	1.5%
10 years to 14 years	2.0%
15 years to 19 years	2.5%
20 years or more	3.0%

SECTION 4 MERIT BASED STEP INCREASE

All employees will receive an annual performance evaluation in accordance with Article I, Section 12. Advancement to a higher Step in each Grade will be contingent upon overall satisfactory or exemplary performance evaluations. Should a supervisor fail to complete an

evaluation through no fault of the employee, the employee will automatically receive any regularly scheduled increase.

Merit increases must be recommended by the employee's supervisor and approved by the Department Head. Supervisors are required to take affirmative action to withhold a salary step increase, with this action to be approved by the Department Head. An employee who is denied a merit increase shall be provided, in writing, the basis of denial and may appeal the decision to deny the merit increase through the grievance procedure through Step 3. Further, if a supervisor rates an employee unsatisfactory and fails to withhold a step increase, the supervisor shall be required to justify the lack of action.

Withholding a salary increase is an administrative action, and not disciplinary, and therefore is not the subject to appeal to the Civil Service Commission or Office of Administrative Hearings. When an employee is given an unsatisfactory performance evaluation, and a salary step is withheld, the employee and supervisor shall meet and establish goals and a plan to improve the performance. When an employee meets goals of the performance improvement plan the employee will then earn a step increase.

SECTION 5 ACTING PAY

A. Right To Additional Compensation

Employees who are formally appointed to act and work in a higher temporarily vacant and budgeted position shall be entitled to additional compensation in the amount set forth below under the terms set forth below.

B. Conditions Precedent Additional Compensation

1. Minimum Time in Classification Requirement

The employee must be appointed to work in a temporarily vacant and budgeted higher classification for the requisite time periods specified below:

a. If the temporarily vacant and budgeted higher classification to which the employee is appointed is vacant due to lack of a permanent employee occupying said position, the requisite

time period is three (3) consecutive work weeks in order to receive acting pay, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

b. If the temporarily vacant and budgeted higher classification to which the employee is assigned is vacant due to a temporary absence of a permanent employee, such as illness, vacation, leave of absence, or absence without leave, the requisite time period is a cumulative period of four (4) work weeks in a twelve (12) month period preceding the day upon which the employee is appointed to commence acting in the higher classification, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

2. Authorization

Appointment to act and work in a temporarily vacant and budgeted higher classification must be approved in writing signed by the Department Director. Additionally, prior to the first day of eligibility for compensation, as stated in subparagraph 1, the Personnel Officer has authorized the appointment in writing to confirm that there is a temporarily vacant and budgeted higher classification. If the Personnel Officer is not available to approve the appointment, then the Department Director shall not continue the acting appointment beyond five (5) working days unless or until they have obtained approval of the Personnel Officer.

3. Compensation

Acting Pay shall be in the amount equal to the number of hours worked in the higher classification after meeting the minimum time in classification requirement multiplied by the rate of compensation established for that position classification at the step in the Salary and Compensation Resolution necessary to provide the employee with a minimum of a five percent (5%) increase but shall in no event exceed the highest step of the range assigned to the higher classification.

SECTION 6 EDUCATIONAL REIMBURSEMENT

The individual educational reimbursement cap is 3,000 per fiscal year ($3,500 for private universities). The City shall reasonably budget for this expense based upon past use experience. Full-time City employees who have successfully passed their initial probation period are eligible to participate in the educational reimbursement plan.

To be eligible for reimbursement the employee must obtain a grade of "C" or better and submit a grade slip or other evidence of successful course completion and appropriate invoices and/or receipts. If the employee voluntarily separates from the City for reasons other than retirement within two (2) years of completing a course for which reimbursement is received, the City may withhold a pro-rated amount of such reimbursement from the employee's last check. The pro-rate shall be 1/24th of the amount for each month short of two (2) years.

The City agrees to allow a flexible work schedule for an employee who is enrolled in an academic program and needs an early release time to attend classes. The flexible work schedule is limited to one hour of early release time per day where an employee can start work early or take a shortened lunch break, provided that a 10-hour day is completed subject to all applicable laws, and prior approval of the Department Head.

SECTION 7 EDUCATION INCENTIVE PAY

As long as the degrees at issue are not part of the requirements of the classification, employees who have or obtain a B.A. or B.S. will be paid an additional $50.00 per month. Employees who have or obtain a post-graduate degree will be paid an additional $100.00 per month.

SECTION 8 MILEAGE ALLOWANCE

The City agrees to reimburse employees at a rate equivalent to the IRS allowable Index for employee use of their personal vehicles during the course and scope of their work and on City business.

SECTION 9 BILINGUAL PAY

Employees who are assigned to a job classification that has been designated by the City as a bilingual preferred position with public contact (i.e., verbal and/or written translation of English to Spanish or

Spanish to English) shall receive additional compensation based on the employee's ability to pass the following bilingual exams:

Tier I — Proficient verbal bilingual skill, $100.00 per month.

Tier II — Proficient verbal, reading, and writing bilingual skills $125.00 per month.

Tier III — Excellent verbal, reading, and writing bilingual skills and the ability to act as a translator in meetings $200.00 per month.

Simultaneous Translators: Any Tier III certified Bilingual Pay recipient may be considered to serve as a Simultaneous Translator at City council meetings, Planning Commission meetings, Parks & Recreation Commission meetings, or any other public meeting pre-approved by the City Manager, shall be paid overtime at two times the overtime-eligible employee's normal, hourly rate for overtime hours worked while performing simultaneous translation. In order to qualify to serve as a Simultaneous Translator, an employee must pass a simultaneous translation test administered by the Human Resources Department. Once certified, the employee will be placed on a list of eligible employees who may be called to serve in the capacity of a Simultaneous Translator at one of the above-designated meetings. Except for "City Manager Designated Translators," as described below, there is no requirement that certified Simultaneous Translators must work overtime; however, if a certified employee declines to serve as a Simultaneous Translator on more than three occasions during a 12-month period for the meeting for which he/she is certified, the employee shall be decertified as a Simultaneous Translator for that designated meeting.

"City Manager Designator Translator": At the City Manager's discretion, he/she may designate no more than three certified Simultaneous Translators citywide to serve as the designated translator for each of the following meetings: City Council; Planning Commission; and Parks & Recreation Commission. An employee accepting the position of City Manager Designated Translator shall be paid $50 per month for his/her translation services in addition to the $200.00 per month he/she received as a Tier III Bilingual Pay recipient for a total of $250.00 per month. As a City Manager Designated Translator, the

employee is required to translate for all meetings for which he/she is designated (e.g., if the employee is the City Manager Designated Translator for City Council meetings, that employee shall served as the Simultaneous Translator for those meetings unless his/her absence is excused for reasons including, but not limited to vacation and/or sickness). A City Manager Designated Translator serves at the discretion of the City Manager and may be removed from the designated position at any time, without any reason, and the City Manager's decision to remove an employee from this designated position is final and not subject to grievance. An employee who no loner wishes to serve as the Designated Translator must provide at least 30 days' notice to the City Manager before voluntarily vacating the position.

FLSA exempt employees are eligible for the increased monthly amount ($250.00/month) if selected to serve as a City Manager Designated Translator; however, FLSA exempt employees are not eligible for overtime.

SECTION 10 TECHNOLOGY ALLOWANCE

If approved by the Department Director, those employees that use their personal technology device for City business will be compensated $100.00 per month as reimbursement for such use. Such reimbursement shall be taxable as compensation.

SECTION 11 OVERTIME (NON-EXEMPT EMPLOYEES)

A. Overtime Definition

Overtime means any time worked which exceeds 40 hours in a workweek. Paid time off shall be included in calculating the 40 hours.

B. Authorization Of Overtime

Non-exempt employees should not work on an overtime basis without prior authorization. In the event that circumstances prevent obtaining the prior authorization, non-exempt employees shall notify their Director as soon as practical.

C. **Qualifying Work**

Non-exempt employees performing work on an overtime basis may provide such services using various means. Non-exempt employees may report to a City facility, but may also perform services off-site, depending on the circumstances, if approved by their Director. A non-exempt employee who provides off-duty service as pre-approved by their Director in response to a phone, e-mail or text request, shall record the actual time spent handling the call, e-mail or text and shall report that time, in increments of 15 minutes, as time worked in their workweek.

D. **Compensatory Time**

Overtime work is compensated at one and one-half times (1.5x) the non-exempt employee's regular rate as defined by the FLSA. Non-exempt employees may elect to receive payment for overtime work in the form of compensatory time off in lieu of the overtime cash payment. Employees may accrue up to 160 hours of compensatory time during the fiscal year but the balance will be automatically cashed out in the last pay period in June each year.

E. **Administrative Leave**

SGPMMA bargaining unit employees who are designated non-exempt by the City under the FLSA are ineligible to receive administrative leave or special administrative leave.

ARTICLE III

FRINGE BENEFITS

SECTION 1 MEDICAL, DENTAL & VISION INSURANCE

A. Medical Insurance

The City will pay insurance premiums which are equivalent to the rate for Kaiser-Region 3. Employees who select more expensive plans will be responsible for any difference in premiums. The City will provide an amount equal to the one-party Kaiser rate per month in deferred compensation to those employees who opt out of the City's medical insurance. Employees who have not opted out prior to July 1, 2022 or who were hired after July 1, 2022 and who opt out of the City's medical insurance shall receive one-half of the premium amount for which they would otherwise qualify. Current employees who have opted out prior to July 1, 2022 will continue to receive 100% of the premium amount. Employees must show proof of alternate medical coverage on a yearly basis in order to receive payment provided herein.

The current Kaiser-Region 3 rate may be requested from the Personnel Office.

B. Dental Insurance

The City will:

a. Pay the maximum amount equivalent to the HMO Liberty Dental plan family coverage rate. Employees who select more expensive plans (PPOs), will be responsible for any difference in premiums.

b. Provide an amount equal to the HMO Liberty Dental plan family coverage rate per month in deferred compensation to those employees who opt out of the City's dental insurance. Employees who have not opted out prior to July 1, 2022 or who were hired after July 1, 2022 and who opt out of the City's dental insurance shall receive one-half of the premium amount for which they would otherwise qualify. Current employees who have opted out prior to July 1, 2022 will continue to receive 100% of the premium amount.

Employees must show proof of alternate dental insurance coverage on a yearly basis in order to receive the payment provided herein.

C. <u>Vision Plan</u>

The City agrees to contribute up to the monthly dollar amount equal to the Superior Vision plus family coverage rate toward vision plan coverage.

SECTION 2 LIFE INSURANCE

The City shall provide $50,000.00 of Life and Accidental Death and Dismemberment Insurance for all employees represented by the Association. However, consistent with current industry standards, coverage will reduce to 65% at age 65, 40% at age 70, 25% at age 75 and 15% at age 80.

SECTION 3 VOLUNTARY LIFE INSURANCE

Eligible employees will be offered the opportunity to purchase life insurance in addition to the life insurance paid for by the City. Currently the voluntary life coverage is provided by Principal which establishes the terms and conditions regarding coverage. Employees who elect voluntary life coverage will be responsible for the cost of the premium. If, due to a change in insurance carrier or other reasons, any significant features of the Plan need to be changed, the City will meet and confer with the Association before the changes are implemented.

SECTION 4 RETIREMENT

A. The City offers a defined retirement benefit plan through the California Public Employees' Retirement System (CalPERS) and there are two (2) tiers depending on date of hire which define the various retirement levels for retirement formula, final compensation calculation and employee contribution/cost sharing as follows:

1. <u>**Tier 1: Employees hired prior to January 1, 2013, or employees hired by the City on and after January 1, 2013, who are laterals**</u>

from another PERS agency or an agency whose retirement system has reciprocity with PERS, within six (6) months.

The retirement formula is 2.7% at 55 years of age. Final compensation is calculated as the average of the single highest year based on the highest twelve (12) consecutive months.

Tier 1 Employees shall pay the full employee CalPERS contribution of eight percent (8%) of compensation.

2. **Tier 2: Employees hired on or after January 1, 2013, and who are defined by the Public Employees' Pension Act (PEPRA) as "new members."**

The retirement formula is two percent (2%) at 62 years of age. Final compensation is calculated using the highest average annual compensation over a thirty-six (36) consecutive month period.

Pursuant to PEPRA requirements, Employees in Tier 2 shall pay the full amount of the employee's normal cost of the benefits (i.e. one half normal cost), which amount is currently six point seven five percent (6.75%) of compensation.

B. Cost Sharing

Starting concurrently on the first day of the first full pay period of 2025, in exchange for an additional 1.0% base pay increase, all "Classic" and "PEPRA" members shall contribute an additional 1% (for a total of 2%) towards the employer CalPERS contribution as cost sharing per Government Code section 20516, which shall be implemented by payroll deduction.

C. Internal Revenue Code Section 414(H)(2)

The City will take such actions necessary to adopt and implement Internal Revenue Code Section 414(h)(2) to enable each employee to make his/her Employee Contributions, as specified in Article III, Section 4.A.1 and 2. above, on a tax deferred basis. Should Federal or State law(s) or regulation(s) require the withholding of personal income taxes, the City will withhold such incomes taxes.

D. Additional Benefits

The following are benefits provided to the employees for retirement:

1. **Post-Retirement Survivor Benefit** — Provides that upon death of a member, after retirement, an allowance shall be continued to the surviving spouse.

2. **Post-Retirement Survivor Allowance to Continue After Remarriage** — Allows the survivor allowance to continue even though survivor of a retiree re-marries.

3. **Continuation Of Death Benefits** — After Remarriage — Provides that the Death Benefits being paid to a spouse of a member who died prior to retirement will be continued in full should the spouse remarry.

4. **CalPERS-Miscellaneous** — The CalPERS miscellaneous contract shall include the following benefits to be paid by the City to CalPERS:

   a. 1959 Survivor Benefit at Level 4 — Highest level of benefits than Basic or other levels of the benefit;

   b. Military Service Credit — Credit of maximum of four (4) years of service; and

   c. Unused Sick Leave Credit Receive additional service credit at the rate of 0.004 years of each day of sick leave.

E. RETIREE MEDICAL INSURANCE

The City's Association retirees continue to be covered by the City's Public Employees' Medical & Hospital Care Act (PEMHCA) resolution. For those Association employees who retired prior to the adoption of the Tentative Agreement for this successor MOU and who retired with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, they shall continue to receive a medical insurance benefit not to exceed one hundred and fifty dollars ($150) per month.

For those employees who after the adoption of the Tentative Agreement for this successor MOU retire with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, shall receive a medical insurance benefit not to exceed three hundred dollars ($300) per month.

This section specifically makes no provision for any dependents of the retiree. The retired employee will continue to have the option to purchase medical insurance for themself and their dependents, as currently provided at their own expense.

The City agrees to notify employees of the need to enroll or remain in a CalPERS medical benefit plan to receive this benefit at the time the employee submits the "intent to retire" packet.

SECTION 5 DEFERRED COMPENSATION

The City offers a deferred compensation plan to the employees and said plan offers a savings plan only. The City also offers to employees at their expense, a plan that provides multiple investment options. Open enrollment is on an ongoing basis.

The City shall match one hundred percent (100%) of employee contributions toward deferred compensation plans up to a maximum of one hundred dollars ($100) per month. Each employee wishing to participate shall complete and submit the proper paperwork to Human Resources and/or Payroll.

SECTION 6 RISK MANAGEMENT

The City is concerned with safety, loss reduction, and increased productivity. To address these issues, the City will meet periodically with the Association to discuss plans that will focus on issues such as, the non-use of sick leave, safe driving record, safety/loss recovery suggestion award program.

SECTION 7 PHYSICAL FITNESS

Each employee shall receive a membership at the South Gate Sports Center in the South Gate Park. The membership will be determined in the following manner:

Employees will receive at no cost a family membership, which includes membership for a spouse and dependent children, and access to the golf course and swimming pool. This membership includes free access to all Park facilities that are open to the public, but excludes City sponsored classes that require a fee. Employees and eligible family members must obtain the required identification cards.

Employees that retire from the City shall receive a lifetime membership to the Sports Center at South Gate Park which will provide access to the facility, as well as the golf course and swimming pool, for the retiree plus one guest only upon issuance of the required identification card.

SECTION 8 LONG TERM DISABILITY

The City currently provides a Long-Term Disability Plan to employees by the City.

SECTION 9 FSA DEPENDENT CARE TAX SAVINGS

The City will pay the minimum per employee administrative fee required for a pre-tax medical and dependent childcare savings plan with employees making a contribution.

ARTICLE IV

LEAVE POLICIES

SECTION 1 HOLIDAY LEAVE

A. Entitlement

Employees who are on the payroll as of July 1st of each Fiscal Year shall be credited with appropriate Holiday Leave per Section B (below). Employees in the bargaining unit hired after the 1st of each Fiscal Year will be credited as of the date of hire with ten (10) hours of holiday leave for each designated holiday remaining in the Fiscal Year. Although holiday leave is credited, it is not considered earned until the day of the observed holiday.

Entitled employees may be absent from work but nevertheless receive compensation at the employee's then current rate of pay on either (a) the holidays designated below; or (b) days otherwise scheduled in advance and agreed upon between the employee's supervisor and the employee.

Entitled employees shall earn Holiday Leave in increments of ten (10) hours if the employee is working or on paid leave both as the holiday occurs during the calendar year, and at the commencement of the day following the designated holiday. Holiday leave time used shall be deducted from the hours credited in increments according to the employee work schedule.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year. Any unused Holiday hours not used at the conclusion of the last full pay period of each fiscal year are deemed lost, and employee shall not receive compensation for any unused Holiday hours. If an employee attempted to use his/her Holiday hours by the end of the fiscal year and was denied the ability to use those hours, the employee may submit a memo no later than June 15th prior to the end of the current fiscal year to his/her department head requesting to use those remaining holiday hours on specific dates on or before August 31st of the next fiscal year. Such a request shall only be granted on the condition that the employee

attempted to use those remaining holiday hours and was denied the ability to use the remaining holiday hours.

B. <u>Holiday Observance/Hours</u>

Each fiscal year, the City shall observe the following named Holidays:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
César Chávez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Thanksgiving Day	Fourth Thursday of November
Christmas Eve	December 24th
Christmas Day	December 25th

Each fiscal year, all employees shall be credited with 130 hours of paid Holiday Leave, subject to "Section 1A. Article IV." The City will observe the ten (10) days set forth above, plus thirty (30) additional hours each year. The thirty (30) additional hours will be applied to effectuate a full week of closure between Christmas and New Year's Day. In the event that less than thirty (30) hours is necessary to effectuate the full week of closure, the balance of the 30 hours will be observed as floating day(s).

The City will review the holidays above in April of each year and determine the date that each holiday will be observed for the coming fiscal year, which shall be issued by the Personnel Officer as the Holiday Schedule.

All employees are required to be off work on City-observed holidays. Any such employee who works on a designated holiday shall earn his/her regular rate of pay and defer any unused holiday hours to be used at a later time; however, if the assignment to work on an observed holiday is approved by the appropriate department head to meet an urgent need of the City, then a non-exempt employee shall earn time and one half his/her regular rate of pay for

all hours approved and defer any unused hours to be used at a later time.

Holidays that fall on Friday or Saturday become floaters. Holidays that fall on Sunday are observed on Monday. If two-day holidays fall on Sunday/Monday, then holidays are observed Monday/ Tuesday.

An employee shall not receive compensation for holidays that occur after his/her date of separation.

SECTION 2 VACATION

A. Each employee shall earn vacation in the following manner:

One (1) to four (4) years of service:	80 hours annually
Five (5) to nine (9) years of service:	120 hours annually
Ten (10) or more years of service:	160 hours annually

Accrued but unused vacation may be carried over from year to year, however, the maximum allowable vacation accrual is three hundred fifty (350) hours. If an employee's vacation accrual is at the maximum level, and the employee has requested vacation within the current notification requirements and been denied use of vacation time, Personnel shall direct that the specific loss of hours due to the denial of time-off request to be rolled over. The rollover will be calculated and accrued in a separate leave bank to be used within one (1) year. The employee shall demonstrate the denial of the time-off request.

Exceptions to vacation accrual limits will be considered on a case-by-case basis in those circumstances where it is not in the City's best interest to allow an employee to take vacation leave due to limitations such as lack of adequate staffing or time constrained projects.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of their future accumulated vacation leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of their cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. In order to be eligible to convert a portion of accumulated vacation leave to cash, an

employee must maintain one hundred (100) hours of vacation leave within the employee's account balance after any distribution has been made. Said employee shall be entitled to request a cash distribution up to forty (40) hours and shall be paid the first payroll period the following May.

SECTION 3 SICK LEAVE

A. Entitlement

Employees shall earn one hundred twenty (120) hours of sick leave per year prorated by pay period. Annually, the City shall permit employees to utilize fifty (50) hours of their accrued sick leave as paid time off for reasons of personal business (not related to illness). These days shall not be regarded as "sick leave used" for any personnel purposes, including employee discipline, evaluations, promotions, assignments, etc.

B. Sick Leave Program

1. Illness or Injury Leave Notification and Verification Procedure:

   In the event of an absence due to illness or injury, employees must notify their department supervisor (or the supervisor's designee), prior to or at the beginning of their shift starting time. Employees who are incapacitated and cannot notify their department supervisor, must notify their supervisor at the earliest possible time and may have a spouse or other person contact their supervisor within the time limit specified above.

2. An employee that become ill or injured, while working on the job, must request their supervisor's approval to leave work. Those employees injured on the job must file a "First Report of Injury" form and receive authorization for medical treatment from their supervisor.

3. The notification to the department supervisor must include a reason for the absence that is in accordance with current law and an estimated return date. This information will be logged by the department for future reference.

4. Failure to notify the department supervisor, as stated in Notification Section 1, will result in the forfeiture of the sick leave for the period of absence and may result in disciplinary action.

5. All absences not due to illness or injury must be requested as noted in the appropriate leave sections.

6. Verification In the event that employees have, in their supervisor's sole opinion, an absenteeism problem, an excessive use of sick leave, or have a suspicious absence or group of absences, the supervisor may attempt to verify the absence or proper use of sick leave by any of the following:

   a. Telephoning the employee at home (or appropriate location).

   b. Visiting employee at home.

   c. A sub-rosa investigation.

   d. A medical evaluation at the City's expense, or

   e. A medical evaluation at the employee's expense (A licensed physician must complete the medical evaluation which must include the reason for the absence and permission to return to work.

7. Where an excessive absenteeism pattern has been established without clear justification for said leave, a supervisor may schedule a counseling session to determine the reasons or justification for the excessive use. The counseling session shall be conducted by the Personnel Officer and other attendees of the session shall include the employee, a representative chosen by the employee, if any, and the department representatives. This session shall be documented by a written summary of the abuse problems and discussion. The summary shall be issued by the Personnel Officer and a copy distributed to attendees of the session and to the affected employee's Personnel file.

8. The purpose of the counseling session is to improve the employee's attendance and/or warn the employee about the consequences of continued abuse. If there is a specific abuse that warrants discipline, or if the above counseling session does not

correct abuses, then action will be taken to correct the abuse problem through the discipline process (Section 11, Civil Service Rules and Regulations).

C. Sick Leave Advances

The City will not provide advances in sick leave when an employee has depleted their sick leave balances.

D. Sick Leave Payoff

1. Employees hired before January 1, 1993, have unlimited sick leave accrual and will be paid according to years of service based on the formula below at the employee's rate of pay at the time of separation.

2. Employees hired on or after January 1, 1993, have a cap on sick leave cash-out of six hundred hours (600) hours and will be paid according to years of service based on the formula below at the employee's rate of pay at the time of separation.

3. Employees hired on or after July 1, 2022 shall not be entitled to sick leave cash-out upon separation. Sick leave will remain available for conversion upon retirement to CalPERS service credit as then allowed, or not, by the City's CalPERS contract.

4. Accumulated unused sick leave shall be paid off based on the following formula:

   a. 15-19 years of service -
      50% reimbursement of eligible unused sick leave.

   b. 20 years or more of service -
      75% reimbursement of eligible unused sick leave.

5. The employee will receive payment in a lump sum in the next payroll period after separation at employee's base rate of pay.

SECTION 4 PAY FOR JURY DUTY

A. Jury Duty Service

All employees who are called for Jury Duty shall be entitled to a maximum of ten (10) days at full salary. Employees are obligated to inform the Judge/ Court that City policy is to only pay ten (10) days of service. Should an employee, through no fault of his/her own, be required to serve beyond ten (10) days, the employee will receive full salary for Jury Duty service up to an additional twenty (20) days. Exceptions may be made to this policy by the City Manager in very unusual circumstances.

B. Attendance

1. A record of attendance from the Court is required and shall be turned in weekly for payroll purposes. Such record is available from the Court Administrator's office. Employee on shifts other than the normal shift shall have off the equivalent time to actual jury service plus reasonable travel time to and from their places of residence; likewise, employees on the regular work shift, who serve on night court juries will have off the actual time of service plus reasonable travel time to and from their places of residence.

2. Employees who serve on jury duty for partial days are expected to report to work if they are released from jury duty within a reasonable amount of time to report back to work (e.g. an employee on day shift serving on South Gate Court duty would be expected to return to work if excused prior to or at 4:00 P.M. However, an employee serving on jury duty for example, in downtown Los Angeles excused at 4:00 P.M. would not be expected to return to work that day). If the option for call-in service is available and workable (the court is within thirty (30) minutes travel time of South Gate), an employee should request call-in status.

SECTION 5 UNPAID LEAVE

A. Leave Without Pay

A leave of absence without pay, up to ninety (90) calendar days in any calendar year, may be granted upon the approval of the

Department Head and the Personnel Officer. Leaves of absence in excess of ninety (90) calendar days must be approved by the Personnel Officer, provided, however, that for leaves of absence other than for illness or injury during any three (3) calendar year period shall not exceed one hundred eighty (180) calendar days. In the case of a bona fide illness or injury, a medical leave may be granted up to a maximum of one (1) year upon the approval of the Department Head and the Personnel Officer. In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the Department Head and the Personnel Officer may approve the short-term leave with due consideration of the employee's work record (with possible counseling or discipline considerations). All applications for leaves of absence without pay shall be submitted to the Personnel Officer on a Personnel Transaction Form. The City shall have sole discretion whether or not to grant unpaid leave and the City's decision is not subject to grievance and/or any appeal.

B. Catastrophic Illness/Injury

If an employee is diagnosed by a qualified Doctor of Medicine to have a catastrophic illness (in a state of total disability from cancer, heart attack, AIDS, etc.) or has a catastrophic injury (an injury that totally disables an employee for an extended period of time), the employee may be entitled to extended health benefit coverage (Medical, Dental, & Life insurance) provided by the City (in the same fashion normally provided to the employee). This benefit requires the approval of the Department Head and Personnel Officer, and is applicable when the employee's leave benefits are exhausted, under the following formula:

Years of Full-Time City	Months of Continued Coverage
After (2) years	3 months
After (4) years	6 months
After (7) years	9 months
After (10) years	12 months

SECTION 6 MATERNITY LEAVE

The application of the maternity leave policy is subject to applicable State and Federal laws. The employee may use accrued paid or unpaid leave as appropriate.

SECTION 7 FAMILY MEDICAL LEAVE ACT

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to sick leave. Rights and obligations which are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave — Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement.

B. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

C. Use of Accrued Leaves While on Leave — If a member requests leave for any reasons permitted under the law, that person must exhaust all accrued leaves in connection with the leave. The exhaustion of accrued leave will run concurrently with the leave.

SECTION 8 BEREAVEMENT

The term "immediate family" is defined as the spouse, domestic partner, children, father, father-in-law, mother, mother-in-law, brother, brother-in-law, sister, sister-in-law, stepchildren, stepparents, foster children,

foster parents, grandparents, or grandchildren of the employee or other person as approved by the City Manager or their designee.

A. Within The State

Upon the death of the immediate family, within the state, the employee shall have thirty (30) hours leave, not chargeable to any other leave, when employee travels within the state. Employees who travel within the state may take an additional forty (40) hours of leave chargeable to sick leave.

B. Out Of State

Upon the death of immediate family out of state, the employee shall have forty (40) hours leave, not chargeable to any other leave, when employee travels out of state. Employees whose bereavement requires travel out of state may take an additional thirty (30) hours leave chargeable to sick leave,

SECTION 9 JOB RELATED INJURY OR ILLNESS

In the event of an absence due to a job-related injury or illness, any employee who is entitled to disability payments under Workers' Compensation laws shall receive from the City the difference between such disability payments and his/her full salary for the period of absence up to a maximum of four hundred eighty (480) hours for any one injury or illness. This period of four hundred eighty (480) hours shall not be deducted from accumulated sick leave. However, any relapse at a later date shall not be compensable under this provision, although the same may be chargeable against accumulated, unused sick leave, if any.

SECTION 10 MILITARY LEAVE

Military leave is restricted to normally required active duty and does not apply to such matters as weekend drills, etc. Leaves of absence for active military training, service, or other active duty obligations shall be granted in accordance with California and Federal law. Compensation, reemployment, seniority and other rights and privileges shall be governed by applicable laws. In order to verify the right to such leave, the employee shall cause a copy of his/her orders to and from military duty and relief therefrom to be filed with City's Personnel Officer. Military leave is recorded on the employee's time sheet and approved

by the Department Head. Employees are entitled to receive a maximum of 80 hours of paid leave per fiscal year for annual military training. Employees are entitled to receive up to an additional 30 days (300 hours) of paid military leave if they are called to active duty (other than annual training) in the National Guard or one of the branches of the U.S. Military.

SECTION 11 ADMINISTRATIVE LEAVE

Employees eligible for Administrative Leave (i.e. FLSA exempt employees) who have reached their maximum allowed accrual and who are denied Administrative Leave time off because of their department's need shall automatically qualify to cash out hours in excess of their allotted maximum limit.

A. Employees will be provided Administrative Leave of 60 hours per year. Employees may carry over unused Administrative Leave to the following fiscal year, but at no time shall an employee maintain a balance of Administrative Leave greater than one hundred (100) hours.

B. Employees may request a payout of up to 40 hours of accrued administrative leave each fiscal year. By no later than December 15 of any calendar year, an employee wishing to convert a portion of their future accumulated administrative leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of their cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. When requested, the payment will be made the first payroll period the following May.

SECTION 12 SPECIAL ADMINISTRATIVE LEAVE

Employees may be required by management to regularly attend meetings after normal working hours, such as, but not limited to, City Planning Meetings and City Council Meetings or may be required to routinely work weekends. In instances where this occurs more than once in a month, the employee may use special administrative leave under the following conditions:

1. No more than eighty (80) hours of leave may be used in any fiscal year.

2. No more than four (4) hours of leave may be used in a work week.

3. The amount of leave used in a work week may be no more than the amount of time spent required to work after normal work hours, up to the four (4) hour maximum, and must be used in the same week that the extra work occurred.

4. The employee is required to inform his/her supervisor of the intent to use the Special Administrative Leave and the supervisor may postpone the use of the leave if granting the time would seriously disrupt the accomplishment of a critical task. The Department Head may grant more than 4 hours in a week due to special circumstances.

5. Special Administrative Leave does not carry over to the next fiscal year.

6. There will be no payoff of "unused" Special Administrative Leave.

7. Disputes about the use of Special Administrative Leave will be resolved by good faith discussions between the City, the Association and the involved employee(s) and will not be subject to the grievance procedure.

ARTICLE V

DISCIPLINE & GRIEVANCE PROCEDURES

SECTION 1 DISCIPLINE PROCEDURE

A. The Personnel Officer or appropriate appointing authority may take disciplinary action for cause against an employee and within a reasonable period of time after the alleged wrongdoing by the employee. Discipline shall be administered according to progressive discipline principles. Employees should be placed on notice and given an opportunity to correct any alleged offenses. Generally, employees should be counseled, followed by a Reprimand/Warning before the City proceeds to more severe discipline such as suspension, reduction in pay, demotion or discharge. City reserves the right to combine or skip steps depending on the facts of each situation and the nature of the offense. It is understood that certain alleged offenses may be so serious the City may be justified in deviating from progressive discipline principles. In all cases in which the City wishes to administer any disciplinary action, it shall provide the employee and their representative any documentation or other evidence used to support the proposed disciplinary action. The term "disciplinary action," shall be limited in meaning to any of the following:

1. Demotion, Discharge, Or Reduction In Salary

Such disciplinary action may take the form of discharge, reduction in salary, or a demotion where there is a vacancy in the same classification series at a lower level within the department.

2. Suspension

An appointing authority may suspend an employee for one or more of the causes for discipline specified in applicable personnel rules for a period of up to thirty (30) days.

3. Reprimand/Warnings

A written reprimand or written warning is part of the disciplinary process when an action or series of actions by an

employee does not warrant discipline, as noted in Article V, Section 1B. (Notice of Disciplinary Action); however, it does warrant written notification for corrective purposes. A Supervisor (or appropriate management personnel) may issue a written reprimand or written warning to an employee for one or more of the causes for discipline specified in the applicable personnel rules. The issuing authority shall include in the document a "sunset" clause (removal date from personnel file) of eighteen (18) months. Removal of the document shall be subject to the Department Head's sole discretion based upon if the employee's subsequent work record justifies removal, the employee has no further discipline in said time period, and after said period the employee makes a written request to the Department Head for removal of said document from the employee personnel files. If the Department Head refuses to remove the document after 18 months, the employee may appeal this decision to the Personnel Officer, whose decision shall be final and binding. The City's decision whether or not to remove the document is not subject to grievance and/or any appeal.

The Written Reprimand Or Warning Shall Only Be Reviewed As Follows:

a. After receipt of written reprimand or written warning, the employee may request a review of said document to issuing authority within ten (10) working days. Said review may include an oral response and/or written response. The issuing authority's decision may be to rescind the document, to modify the document with no change in content. The employee shall be notified, orally or in writing, of the decision of the issuing authority.

b. The employee may request said decision be reviewed by the Department Head, if applicable, within ten (10) days after said notification. The same review process shall be conducted as stated in Article V, Section 1B (Notice of Disciplinary Action).

c. The employee may request that the above decision be reviewed by the Personnel Officer, within ten (10) days after said notification. The same review process shall be conducted

as stated in Article V, Section 1B (Notice of Disciplinary Action). The decision of the Personnel Officer shall be final with no further review of the reprimand or warning.

B. Notice of Disciplinary Action

At any time any disciplinary action is proposed to be taken against any classified employee, they shall be served with written notice at least ten (10) working days prior to the effective date of the proposed disciplinary action, either personally or by certified mail. Said notice shall state the proposed action, the effective date if implemented, the reasons therefore, a copy of the charges and materials upon which the proposed action is based, and a copy of Article V of this Agreement. In termination cases, the concerned employee may be suspended from duty, at full pay, from the time notice is served until the effective date of termination.

1. Skelly Proceeding

Prior to implementing the disciplinary action, a Skelly proceeding will take place to allow the employee an opportunity to respond to the proposed discipline and charges, either orally or in writing, or both. The results of the proceeding may initially be given to the employee orally; however, a written decision will be issued within ten (10) working days of the proceeding.

C. Appeal Of The Disciplinary Action

1. Appeal To Personnel Officer

A classified employee may file with the Personnel Officer, in writing, an appeal to the disciplinary action and charges. Said appeal shall be filed with the Personnel Officer not more than ten (10) working days after receiving the discipline, or the written results of the Skelly Proceeding referenced in Article V, Section 1B(1) (Notice of Disciplinary Action/Skelly Proceeding), whichever is later.

The parties shall retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct the disciplinary appeal and provide an advisory written decision, as described below.

a. Hearing An Appeal

Within six (6) weeks of receipt of an appeal (referred to above), the ALJ shall hold a hearing and shall direct the Personnel Officer to notify those whose presence is required. The appellant shall be entitled to appear personally and to have counsel and they shall be notified in writing of the time and place of meeting. The ALJ may proceed informally, and the rules of evidence shall not apply.

b. Public Hearings

The fact-finding aspect of the ALJ hearings shall be open to the public. The deliberative aspect of such proceedings shall be held in closed session unless the law shall otherwise require.

c. Failure Of An Appellant To Appear

Failure of an appellant or their counsel to appear at the hearing shall be deemed to be a withdrawal of their appeal and the action of the appointing authority shall be final.

d. Conduct Of Hearings

The ALJ shall convene the hearing, declare adjournments, recesses and continuances, shall maintain good order and shall call upon the parties to present witnesses, argument and other matters in the normal course of proceedings. The ALJ shall rule upon all objections, procedural motions and other matters which may come before the ALJ. At the conclusion of the hearing, after all evidence and arguments have been presented, the matter shall be deemed submitted to the ALJ for decision. The ALJ shall determine whether to affirm, reverse or modify the disciplinary action taken.

e. City Council Review

The findings of fact and conclusions of law submitted by the ALJ shall be delivered to the employee (or their representative or legal counsel), the Department Head of the employee's department (or legal counsel), the City Council, the City

Manager, the City Attorney and the Personnel Officer. The City Council will have the right of review and final decision to accept or modify the advisory decision in its sole discretion.

f. Costs

The City and the Association shall share the costs of using the ALJ and OAH equally, with each side paying their share as and when required by the neutral, third-party or the OAH. In the event that the Association does not support an employee's appeal and/or desire to cover half the appeal hearing costs, then the employee shall be limited to having the ALJ of the OAH issue an advisory decision to the Personnel Officer who shall make the final decision to accept or modify the advisory decision in their sole discretion, with the City bearing all administrative costs associated with the appeal such as OAH and ALJ fees, transcript fees, etc. The Association and/or employee shall bear their own attorney or other representation costs. If the parties mutually agree on an arbitrator within thirty (30) days, that person will be designated to conduct the hearing instead of the ALJ under the same rules stated herein.

g. General Definitions

1. Working Days

   The term "working days" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 A.M. to 6:00 P.M., excluding Holidays.

2. Time Limits

   The failure to submit an appeal within the time limits specified in the various steps provided above shall result in the settlement of the discipline appeal in accordance with the last answer or response given which shall be final and binding, with the exception of elevating a disciplinary action to the Personnel Officer or Administrative Law Judge. All time limits and grievance steps may be shortened, extended or waived, but only by a mutual

written agreement signed by the employee and a City representative. The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.

3. Employee Representative

The employee "representative" referred to herein above may be an employee of the City.

SECTION 2 GRIEVANCE PROCEDURE

A. Scope

This Grievance Procedure shall be the exclusive means for resolving all grievances as that term is defined hereinabove except that the following disputes shall not be subject to the provisions thereof:

1. Any dispute arising out of or in connection with meeting and conferring pursuant to Resolution No. 3674.

2. Any dispute arising in or from, or involving a strike, work stoppage or cessation of work in any form by employees of the City.

3. Any appeal concerning disciplinary action affecting any employee (See Article V., Section 1 — Discipline and Grievance Procedures).

B. Procedure

Step 1 A grievance may be initiated in this Step 1 by an employee or group of employees by presenting the grievance orally to the immediate supervisor of the employee or employees involved. The grievance must be submitted to said supervisor within fifteen (15) working days following the occurrence of the event upon which the grievance is based. The supervisor will give an oral answer to the employee or employees involved within no more than fifteen (15) working days after the grievance was orally presented.

Step 2 If the grievance remains unresolved after Step 1, the grievance may be moved to Step 2 by submitting the same to the Department Head. The grievance shall be submitted in writing on a form supplied by the City. The grievance must be submitted in Step 2 no later than ten (10) working days after the answer in Step 1 has been received or the time for such answer has expired. Within no more than ten (10) working days after receipt of grievance, a meeting will be held with the Department Head and the employee or employees involved. A representative of the employee or employees may be present if requested. Grievances submitted in Step 2 shall be answered in writing within ten (10) working days of said meeting.

Step 3 If the grievance remains unresolved after Step 2, the grievance shall be moved immediately by the Department Head or the employee or employees involved to Step 3 by submitting a copy of the written form provided in Step 2 to the Personnel Officer.

a. Within no more than ten (10) working days after receipt of the written grievance, a meeting shall be scheduled between the Personnel Officer and the employee or employees involved. A representative of the employee or employees may be present if requested.

b. Grievances involving a dispute between the City and a Recognized Employee Organization may be initiated in this Step by either party in said written form within ten (10) working days of the occurrence of the event giving rise to the grievance. In that event, a meeting shall be scheduled within ten (10) working days of receipt of said written grievance between no more than two (2) designated representatives of the City and two (2) of the Recognized Employee Organization. In addition, the employee or employees involved, if any, the Department Head, and the immediate supervisor shall be entitled to be present at the meeting.

c. Grievances submitted in Step 3 shall be answered by the Personnel Officer in writing within ten (10) working days of said meeting(s).

Step 4 The City and the Association shall retain the services of an Administrative Law Judge through the Office of Administrative Hearings and shall share the costs of using the Administrative Law Judge and Office of Administrative Hearings equally, with each side paying their share as and when required by the neutral, third-party or the Office of Administrative Hearings. In the event that the Association does not support an employee's grievance and/or desire to cover half the grievance hearing costs, then the Step 3 decision of the Personnel Officer shall be final and binding on the matter.

Within thirty (30) calendar days after the receipt of a request for review, the Administrative Law Judge shall hold a hearing. The Personnel Officer shall notify the aggrieved party of the date, time and place of the hearing. The aggrieved party has the right to appear personally and to have counsel appear on its behalf. The hearing shall be conducted pursuant to Article V, Section 1, Subsection d (Conduct of Hearings), above.

The fact-finding aspect of the Administrative Law Judge hearings shall be open to the public, the deliberative aspect of such proceedings shall be held in closed session unless the law shall otherwise require. The City Council will have the right of review and final decision to accept or modify the advisory decision in its sole discretion.

If the parties mutually agree on an arbitrator within thirty (30) days, that person will be designated to conduct the hearing instead of the Administrative Law Judge under the same rules stated herein.

C. **Review By City Council**

The advisory decision of the Administrative Law Judge shall be final and binding unless within thirty (30) calendar days thereafter a

request for review by the City Council is filed with the Personnel Officer, or the City Council, on its own motion, requests review thereof within said period.

D. General Definitions

1. Grievance Defined

"Grievance" means any dispute or difference between the City and any employee or group of employees, concerning the interpretation or application of any written City ordinance, resolution, rule, policy, practice or procedure governing the wages, hours and working conditions of City employees. The term "grievance" also includes any dispute or difference between the City and a recognized employee organization concerning the interpretation or application of any existing memorandum of understanding between the City and said recognized employee organization.

2. Working Days

The term "working days" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 A.M. to 6:00 P.M., excluding Holidays.

3. Time Limits

The failure to submit a grievance within the time limits specified in the various steps provided above shall result in the settlement of the grievance in accordance with the last answer or response given which shall be final and binding. All time limits and grievance steps may be shortened, extended or waived, but only by a mutual written agreement signed by the employee and a City representative. The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.

4. Employee Representative

The employee "representative" referred to in Steps 2 and 3 above may be an employee of the City.

ARTICLE VI

IMPLEMENTATION OF

MEMORANDUM OF UNDERSTANDING

SECTION 1 WAGE RIGHTS

A. The Association promises and warrants, that upon acceptance of the aforementioned recommendations of the City's designated representatives by the City Council, its members will provide service to the City upon the terms and conditions herein stated.

B. Subject to the provisions of this MOU, the parties hereto do hereby agree and acknowledge that the City shall retain all its usual rights and responsibilities.

C. It is understood and agreed that this MOU is subject to all present and future applicable Federal or State wage and salary control laws and regulations as well as all other applicable Federal and State laws or regulations. If any part of this MOU is in conflict or inconsistent with such applicable provisions of Federal or State laws or regulations or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended and superseded by such applicable laws or regulations, and the remainder of this MOU shall remain in full force and effect.

ARTICLE VII

LAYOFFS

For the purposes of this Article "business day," is defined as the normal operating days for personnel, currently Monday through Thursday.

A. The City Council or City Manager may separate any employee or class of positions without prejudice, because of financial or economic condition of the City, reduction of work, or abandonment of activities. The City shall give employees covered by this MOU not less than fifteen (15) business days advance notice of lay-off and the reason therefore. However, no full-time employee shall be separated from a department while regular part-time, or hourly employees are serving in the same positions in the department. The conditions of lay-off shall be as follows:

Order of Separation

The principal criterion used in determining the order of separation and bumping rights shall be seniority, time worked within a class within the City, provided the employee presently possesses the skills, ability and qualifications to perform the job. Furthermore, seniority shall govern unless the following criteria show that ability, merit, and records of the employees considered for lay-off are not equal:

1) Employee's last four (4) performance evaluations rating, if in existence.

2) History of employee written disciplinary actions.

3) Attendance record tardiness, and unexcused absences.

4) In the event the less senior employee in the position in the class to be laid off has superior skills, ability, qualifications, merit and record, as determined in the above manner, then the more senior employee shall be laid-off.

The City shall have the burden of establishing the above criteria.

B. Bumping Rights

The employee laid-off shall be entitled to bump to the position in a class in which they currently or formerly held a permanent appointment and in which there is an employee with less seniority in the class, if physically and mentally able to perform the duties of the former class. After the City has notified the affected employee and also the position available to the employee, if any, to bump, they must notify the Personnel Officer of their intent to exercise the bumping rights within fourteen (14) business days of the position, and classification in the City which they intend to bump, or the bumping rights shall be barred and waived to the employee. The employee with the least seniority in the class shall be bumped by the person who is laid off. The employee bumped shall be considered as laid-off for the same reason as the person who bumped them and shall in the same manner be eligible to bump to a position in a class within the City in which they formally had a permanent position.

C. Appointment of Laid-Off Employees to Lower Class

The City Manager may approve the appointment of an employee who is to be laid-off to an existing vacancy in a lower class for which they are qualified without requiring an examination, provided the appropriate appointing authority so appoints.

D. Applicability

These provisions shall apply to all classified positions, including regular part-time positions to the extent any regular part-time positions are covered by this MOU, but shall not apply to unclassified, probationary, hourly, and temporary positions.

E. Lay-off List

The lay-off list shall consist of those employees laid-off in the classification ranked in order of seniority. If there is a classification of a lower rank in the same classification series as the position from which the employee was laid-off, that employee's name shall be placed on the lay-off list for each such lower ranked classification.

A laid-off employee shall retain re-employment rights to the classification from which they were laid-off irrespective of their acceptance of reemployment at a lesser rank.

F. <u>No Probation and Evaluation of Bumped Employee</u>

Employees who bump or are bumped shall not be required to serve a probationary period and shall be evaluated using the same criteria and process as other fully vested and tenured employees.

ARTICLE VIII

REHIRES AND CONTRACT EMPLOYEES/CONSULTANTS

Non-employees and/or outside consultants shall not be involved in employee performance evaluations or discipline of City employees.

ARTICLE IX

FULL UNDERSTANDING

This MOU is the result of a joint effort by the Association and the City to capture all past agreements between the parties that are still applicable and active. If an issue or practice is included in this MOU, the language of this MOU is controlling. If an issue or practice is not included in this MOU and there is a clear practice or a current written practice, such as the City's Salary Resolution, covering the issue, the past practice or written practice will be controlling.

ARTICLE X

REOPENERS

The parties do specifically agree to reopen the meet and confer process during the term of this MOU only with regards to the following issues. These reopeners are not contingent upon the execution of any successor MOU and no successor MOU is contingent upon agreement on these reopeners.

SECTION 1 COMMERCIAL LICENSE OPERATORS

The parties agree to meet three (3) months after City Council approval of this MOU to discuss and exchange proposals relating to classifications requiring a commercial license as a term and condition of employment.

SECTION 2 UPDATING POLICIES

The parties agree to meet confer during the term of this MOU regarding updating the City's Employee Handbook, Employer-Employee Relations Resolution, Personnel Rules and Regulations, and classification specifications.

Memorandum of Understanding between the City of South Gate and the South Gate Professional Mid-Management Association

~Signature page~

The City and the Association acknowledge that this Agreement is entered into the 4th day of September 2025 and is subject to it being executed by authorized representatives.

CITY OF SOUTH GATE:

Maria Davila, Mayor

Date: _____

SOUTH GATE PROFESSIONAL MID-MANAGEMENT ASSOCIATION:

By: _____
Osie Harrell, President

Date: 9/9/25

By: _____
Johanna Monterroza, Vice-President

Date: 9.9.25

ATTEST:

Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

Raul F. Salinas, City Attorney

Robert Feria, Chief Negotiator, SEIU 721

Attachment D

Contract No.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

CITY OF SOUTH GATE

AND THE

SOUTH GATE DIVISION MANAGEMENT ASSOCIATION

JULY 1, 2025, TO JUNE 30, 2026

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ARTICLE I
GENERAL PROVISIONS

SECTION 1 RECOGNITION

The South Gate Division Management Association (hereinafter "Association") is the duly recognized employee organization for the Division Management Employees Unit of the City of South Gate (hereinafter the "City") employee in the following classifications only:

Building Official
Economic Development Manager
Deputy Director of Finance
Deputy Director of Human Resources
Deputy Director of Parks & Recreation
Deputy Director of Public Works – Field Operations
Housing Manager
Parks Superintendent
Planning Manager
Risk Manager
Transportation & Capital Improvement Program Division Manager
Water Resources and Development Division Manager

The parties have met and conferred regarding an extension to the existing Memorandum of Understanding (hereinafter referred to as "Agreement" or "MOU") and this amendment reflects the agreed-upon modified terms of, and additional new terms to, the existing MOU. All terms and conditions of the existing MOU shall continue unless expressly modified herein. This Amendment No. 1 to the 2014-15 MOU, made this 8th day of March 2016, is entered into with reference to the following facts:

WITNESSETH:

WHEREAS, the South Gate Division Management Association, (hereinafter called the "Association" or the "DMA"), is the duly recognized employee organization for its members employed by the City of South Gate (hereinafter called the "City") in an employee group defined by Resolution No. 4508 (Employer-Employee Relations Resolution) (8.2.7) of the City Council of South Gate, and subsequent amendments to the same, as "All employees in the Pay Plan F (Unclassified Division Management Employees);" and,

WHEREAS, the Association and the City's Representatives have met and conferred in good faith over the wages, hours, and other conditions of employment for the employees represented by the Association and have reached an understanding as to certain recommendations to be made to the City Council of South Gate.

NOW, THEREFORE, the City's Representatives and the Association hereby agree as follows:

SECTION 2 CURRENT AND SUPPLEMENTAL AGREEMENTS

It is the intent of the City and the Association that this Agreement supersedes all previous agreements or understandings either written or oral and contains the entire understanding between the parties on all matters subject to the Meet and Confer process. No amendment, change, or variation hereof shall be valid or binding unless reduced to writing and signed by the duly authorized representatives of the City and the Association.

SECTION 3 NONDISCRIMINATION

The City and Association agree that, in applying the terms of this MOU, neither party will discriminate against any employee because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, veteran or military status, political beliefs and affiliations, or union affiliation of any person or from any other reason prohibited by law.

SECTION 4 DURATION

This MOU shall be effective from July 1, 2025, through June 30, 2026, and shall supersede the SGDMA MOU 2021-2025. This successor MOU shall become effective only after the ratification by the members of the Association and after the first full pay period after adoption by the City Council of the City of South Gate.

SECTION 5 DUES DEDUTION

The City will provide automatic payroll deduction for the collection of association dues, if so requested by the Association.

SECTION 6 SEVERANCE PLAN

Employees may be terminated without cause or laid-off in the sole discretion of the City provided that the City shall give the Employee one (1) month written notice of its intent to do so, and upon the effective date of such termination, shall pay the employee a severance payment as follows:

1. For any employee employed by the City as of September 1, 2003, or thereafter, and not identified in Section 2 below, the severance payment shall be equal to three (3) months of his or her base salary upon termination, less ordinary deductions for taxes and other customary withholdings.

2. For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, the severance payment shall be equal to six (6) months of his or her base salary upon termination, less ordinary deductions for taxes and other customary withholdings.

Acceptance of the severance payment will be consideration by the City in exchange for a

full and complete settlement of all employment disputes between the employee and the City, and the employee will execute a severance agreement to this effect prior to and as a condition of receiving the severance. The employee will not be eligible for the notice period or severance pay described above if he/she is terminated for cause as defined below or if employee fails to execute severance agreement.

If the City determines that it has cause to terminate an employee, it shall provide the employee with written notification detailing the cause for termination. The employee shall have ten (10) working days to challenge the cause for termination. If the City, in its sole determination, is not persuaded by the challenge to rescind the termination, the employee shall be terminated. The employee may then appeal the termination in accordance with Article V, Section 3, Step 4. Any newly hired employee is not eligible for severance, or the grievance procedure outlined herein until he/she passes the probationary period or extended probationary period as defined in Article I, Section 13. However, when an employee who has passed his/her initial probationary period accepts a probationary appointment in a new classification, the employee retains the right to the severance pay and grievance procedure benefits under the terms outlined herein.

1. Termination for Cause. An employee may be terminated for cause in the event that the employee is:

   a. Convicted of any illegal act involving personal gain to the employee;
   b. Convicted of any felony, irrespective of the charge;
   c. Convicted of any misdemeanor involving charges of moral turpitude, fraud or any act of misappropriation of public funds while working for the City, or;
   d. Found by the City Council, upon the recommendation of the City Manager, to have:
      (1) Been in gross neglect or dereliction of his/her duties, including willful or repeated violation of Article V, Section 1.A. of this MOU;
      (2) Misappropriated any assets of the City; or
      (3) Failed to accurately state his/her representations or warranties.

2. Written Notice.

   A written document delivered to the employee by the Department Head or City Manager or his/her designee describing the reason(s) for the employee's termination and the date that the employee will be terminated.

3. Notice period.

   In the case of termination without cause, the notice period is intended as a time during which the employee can look for other employment while remaining on the City payroll. The employee will be available and will cooperate in helping to transition his/her work assignments during this period, however, the majority of the notice period will be utilized for job search. With mutual agreement between the employee and the City, some or all of the notice period may be converted into severance pay based on the employee's salary. For instance, if the employee earns a salary of $1,000 per week and it is mutually agreed to convert two (2) weeks of notice into a cash

payment, a total of $2,000 would be added to the employee's severance benefit and he/she would leave the City payroll two weeks earlier than required by this MOU. If the employee accepts another job during the notice period and presents the City with a valid offer of employment, the time remaining in the notice period from the employee's hire date with the new organization will be converted to a severance payment as described in this paragraph.

SECTION 7 DRESS CODE

The parties agree that City dress codes shall be determined by management in accordance with business necessity and shall not be subject to meet and confer.

SECTION 8 ASSOCIATION BUSINESS

Elected Association stewards and officials will be provided a reasonable amount of time during normal working hours to conduct official Association business. This time will be recorded in accordance with City policy. Time spent on official Association business shall not disrupt critical work schedules. Disputes about this policy will be resolved through good faith discussions between the City and the Association and will not be subject to the grievance procedure.

SECTION 9 USE OF CITY FACILITIES/VEHICLES

The City agrees that the Association may use City facilities to conduct meetings, provided that advance notice is given to the City, proper reservations are made for the use of the facilities to ensure availability and prevent scheduling conflicts, and that such use does not interfere with the normal business operations of the City. Employees who are required to participate in City sponsored or sanctioned activities outside of their normal work hours or normal work days may be allowed to take an available City vehicle home the day(s) of the activity with the approval of their Department Director or the City Manager. Additionally, employees may use available City vehicles during normal work hours, with the approval of their Department Director or the City Manager, to accomplish special assignments if their personal vehicle is not appropriate for the assignment or the assignment may damage their personal vehicle.

SECTION 10 EMPLOYE HANDBOOK

The Handbook will be updated at least annually and will be available in electronic form.

SECTION 11 PROBATION PERIOD

A. All employees new to a position are required to complete a probationary period of one (1) year (2080 hours) which is considered to be an extension of the examination process and an opportunity for the newly placed employee to demonstrate abilities and skills necessary for successful work performance in the particular classification and position.

B. Any appointment to a position from an eligibility list is subject to a probationary period of one (1) year, equivalent to a total of 2,080 actual work time hours including

earned holiday leave, before an appointee acquires a permanent status in the position. Two weeks prior to the end of the probationary period, the Department Head shall forward the probationary employee's Performance Appraisal to the Personnel Officer recommending that the employee be given permanent status if his/her service has been satisfactory, recommending an extension of the probationary period, or recommending that the employee be terminated or returned to the position vacated. The initial probationary period may be extended an additional six (6) months at the discretion of the Department Head in the documented cases where work performance cannot be fully evaluated within the initial six (6) month period.

C. An employee may be removed by the appointing authority at any time during the probationary period by submission of a termination notice to the Personnel Officer, and the same shall not be subject to the Grievance Procedure. The Personnel Officer may restore any employee so terminated to the eligibility list from which he/she was removed if there appears to be an adequate basis for anticipating the employee might render satisfactory service in another department. When a present employee with permanent status accepts probationary appointment in a new classification, whether or not promotional, that employee retains the right to return to the position vacated.

1. Employee Performance Review

a. All probationary employees shall be reviewed by their supervisors after six (6) months of service and after twelve (12) months of service. (This includes new employees and employees serving a probationary period after a promotion or transfer.)

b. Each employee shall receive an annual performance review that shall be due on the anniversary of the date that he/she passed probation in his/her current position.

c. If an employee is not timely evaluated on or before twelve (12) months after hire, then his/her probation is deemed automatically extended until completed and a formal decision is made to fail, pass or extend by a set period of time. No employee shall be deemed to have passed probation by failure of the City to timely act on the probation as only formal written approval by the Personnel Officer can result in permanent status in the position.

SECTION 12 WORK SCHEDULES

The 4/10 work schedule shall continue and may be re-evaluated each year of this Agreement. The City agrees to Meet and Confer with the Association on any proposed changes to the 4/10 schedule.

SECTION 13 ELECTRONIC CHECK DEPOSIT

The City will continue to provide an electronic check deposit program.

SECTION 14 SUBSTANCE ABUSE

The City and the Association agree that it is appropriate to provide a drug-free workplace through the establishment of policies and procedures that clearly prohibit the use of

alcohol and other drugs and their influence on the job. The Association will cooperate with the City in implementing its Drug and Alcohol Abuse Policy. The City agrees to Meet and Confer with the Association prior to making any significant modifications to its Drug and Alcohol Abuse Policy.

SECTION 15 SMOKE FREE POLICY

All City buildings and vehicles shall be considered "smoke free" areas.

SECTION 16 TRAINING STANDARDS FOR EMPLOYEES WHO SUPERVISE

Performance standards for employees who supervise shall be amended to include forty (40) hours of approved supervisor training per year on City time. This standard shall be imposed through the normal annual performance evaluation process. The Personnel Department will regularly publish training opportunities.

ARTICLE 17 ASSOCIATION ACCESS TO NEW EMPLOYEE ORIENTATIONS AND INFORMATION

The City agrees to provide no less than 10 calendar days' notice to the Association in advance of any new employee orientation(s) and provide the Association access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. In accordance with California Government Code § 3557, access shall be determined by mutual agreement between the City and the Association. Access could be effectuated by representational attendance or correspondence, although the parties' preference is generally correspondence over representational attendance. The Association shall advise the City reasonably in advance of any orientation as to the type of access requested.

The City agrees to provide the Association with the name, job title, department, work location, work, home, and personal cellular telephone numbers, personal email addresses on file with the City, and home address of any newly hired employee within thirty (30) days of the date of hire. The City also agrees to provide the association with a list of the foregoing information for all bargaining until employees at least one every 120 days at the Association's written request.

Notwithstanding the foregoing, the City shall not provide the Association with the home address or any phone number on file with the City of any employee performing law enforcement-related functions. For purposes of this MOU, "law enforcement-related functions" includes any City police department employees and any City code enforcement officer. The City will not provide the Association with any home address, home telephone number, personal cellular telephone number, or personal email address of any employee who has made a written request to the City regarding non-disclosure of said information (except, with respect to personal email addresses, as may be necessary to comply with the Public Records Act).

ARTICLE 18 EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS

Employees being served with City documents that contain a formal Notice of Acknowledgement of Receipt with a signature line and date for the employee to sign and who are directed to sign such document at the time presented, shall promptly sign and date the Notice of Acknowledgement of Receipt or may be subject to discipline for insubordination for failure to comply with an official directive and for violation of this MOU. Any disciplinary document shall have the following sentence before the signature line: "My signature does not mean that I agree with the contents of this document and does not waive any of my rights."

ARTICLE 19 EXCLUSION FROM CIVIL SERVICE RULES AND REGULATIONS

DMA employees are "at will" and excluded from the City's civil service rules and regulations pursuant to Section 1.24.105 of the South Gate Municipal Code

SECTION 20 LABOR MANAGEMENT ROUNDTABLE COMMITTEE

At the request of any party and at least proposed by the Personnel Officer on a quarterly basis, the parties shall convene a Labor Management Roundtable Committee comprising of at least one member of each of the City's recognized labor associations to address issues of concern to all parties and, if necessary to address concerns specific to one association, to convene a subcommittee meeting following the joint Labor Management Roundtable Committee. The purpose of the Labor Management Committee meetings shall be to discuss issues of interest to employees, issues of interest to management, issues of mutual interest, and to provide insight to all members of planned or proposed changes affecting employee working conditions.

At least one week in advance of the schedule meeting, associations shall provide topics for discussion at the Labor Management Roundtable Committee to permit time for parties to prepare for a discussion; however, members in attendance may bring up any topic for discussion during the meeting. A summary agenda will be provided by management with bullet points of items to discuss, the last of which shall be "discussion of non-agendized matters." Each association is permitted to send at least two members, the preference of which is that the President and Vice President of each association should attend. If it is necessary that additional association members attend, at least one week in advance, the association shall inform the Personnel Officer of that need and Personnel Officer should accommodate any reasonable request based on the articulated need for more than two members of the association to attend.

If, during the Labor Management Roundtable Committee, it becomes apparent that there are issues specific to one association to address with the City separately, the affected association shall request such a meeting, which shall occur immediately following the general session of the Labor Management Roundtable Committee or within one calendar week thereafter, as agreed between the parties.

It is encouraged that any issues that arise involving the Association are addressed as soon as practicable by meeting with the Personnel Officer. It is recognized that most issues can be resolved quickly and informally using this approach rather than waiting for the more formal Labor Management Roundtable Committee to convene.

ARTICLE II
SALARIES AND ALLOWANCES

SECTION 1 PAY INCREASE IMPLEMENTATION

The City shall make payroll changes for step increases, pay increases, and other compensation changes at the start of the nearest pay period, subject to the Personnel Officer's approval and/or adjustment (due to special circumstances).

SECTION 2 WAGES:

For Fiscal Year 2025-26 and effective September 7, 2025, the salary range and base salary for the represented Unit classifications and employees still on payroll shall be increased by three percent (3.0%).

SECTION 3 MERIT BASED INCREASES

All employees will be placed on the same evaluation schedule with either annual or semi-annual evaluations. Advancement to a higher Step in each Grade will be contingent upon an overall satisfactory or exemplary performance evaluation. Merit increases must be recommended by the employee's Department Head and approved by the City Manager. Should a Department Head fail to complete an evaluation through no fault of the employee, the employee will automatically receive any regularly scheduled increase. Department Heads are required to take affirmative action to withhold a salary step increase, with this action to be approved by the City Manager. The withholding of a salary step increase may be reviewed by the Personnel Officer if the employee requests. Further, if a supervisor rates an employee unsatisfactory and fails to withhold a step increase, the supervisor shall be required to justify the lack of action. Withholding a salary increase is an administrative action, and not disciplinary, and therefore is not a subject to appeal. When an employee is given an unsatisfactory performance evaluation and a salary step withheld, the employee and the supervisor shall meet and establish goals and a plan to improve the performance. When an employee meets the goals of the performance improvement plan the employee will then earn a step increase.

SECTION 4 WORKING TEMPORARILY IN A HIGHER CLASSIFICATION

A. RIGHT TO ADDITIONAL COMPENSATION

Employees who are formally appointed to act and work in a higher temporarily vacant and budgeted position shall be entitled to additional compensation in the amount set forth below.

B. CONDITIONS PRECEDENT FOR ACTING PAY COMPENSATION

1. Minimum Time in Classification Requirement

The employee must be appointed to work in a temporarily vacant and budgeted higher classification for the requisite time periods specified below:

a. If the temporarily vacant and budgeted higher classification to which the employee is appointed is vacant due to lack of a permanent employee occupying said position, the requisite time period is three (3) consecutive work weeks in order to receive acting pay, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

b. If the temporarily vacant and budgeted higher classification to which the employee is assigned is vacant due to a temporary absence of a permanent employee, such as illness, vacation, leave of absence, absence without leave, or acting in a higher position, the requisite time period is a cumulative period of four (4) work weeks in a twelve (12) month period preceding the day upon which the employee is appointed to commence acting in the higher classification, at which time the acting pay shall be retroactive to the commencement of the appointment start date.

2. Authorization

Appointment to act and work in a temporarily vacant and budgeted higher classification must be approved in writing signed by the Department Director. Additionally, prior to the first day of eligibility for compensation, as stated in subparagraph 1, the Personnel Officer has authorized the appointment in writing to confirm that there is a temporarily vacant and budgeted higher classification. If the Personnel Officer is not available to approve the appointment, then the Department Director shall not continue the acting appointment beyond five (5) working days unless or until they have obtained approval of the Personnel Officer.

3. Compensation

Acting Pay shall be in the amount equal to the number of hours worked in the higher classification after meeting the minimum time in classification requirement multiplied by the rate of compensation established for that position classification at the step in the Salary and Compensation Resolution necessary to provide the employee with a minimum of five percent (5%) increase but shall in no event exceed the highest step of the range assigned to the higher classification.

SECTION 5 EDUCATIONAL REIMBURSEMENT

The individual educational reimbursement cap is $2,500 annually ($3,000 for private universities). The City shall reasonably budget for this expense based upon past use experience. Full-time City employees who have successfully passed their initial probation period are eligible to participate in the educational reimbursement plan. To be eligible for reimbursement, the employee must obtain a grade of "C" or better and submit a grade slip or other evidence of successful course completion and appropriate invoices and/or receipts. If the employee leaves voluntarily or separates from the City within two years from the date of completion of a course for which reimbursement is received, the City may withhold the amount of such reimbursement from the employee's final check.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to

on or before March 30, 2023, the annual individual educational reimbursement cap is up to $3,500 for public, private, or recognized professional organizations.

SECTION 6 AUTO ALLOWANCE

Employees shall be required to furnish their own automobiles for City business. Employees will be compensated for the use of their automobile at a rate of four hundred dollars ($400) per month, which shall be taxable as compensation.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, in lieu of the City providing a vehicle or paying mileage reimbursement for City business use, the employee may receive up to $500 per month as a vehicle allowance. The employee shall annually present proof of vehicle insurance and that such coverage shall cover the vehicle operation for city business purposes by said employee. The employee shall also participate in the City's annual DMV verification program.

SECTION 7 COMMUNICATION DEVICES

Unless other arrangements are approved by the City Manager, all DMA members shall elect to either receive a City – issued cellular telephone device or a $100 per month allowance for his/her personal technology device use. Such allowance shall be taxable as compensation.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022 to on or before March 30, 2023, in lieu of the City providing a cell phone, the employee shall receive $120 per month for communication expenses. The employee understands the monthly records of calls may be subject to the California Public Records Act relating to City business items. The City Attorney's Office will make any determination of applicability.

SECTION 8 BILINGUAL PAY

Effective January 7, 2018, DMA members will be eligible for bilingual pay of $125.00 per month. To receive the bilingual pay, a DMA member will need to get approval of his/her Department Director, based upon the extent of his/her usage of the bilingual skills, and pass the appropriate bilingual skills test.

SECTION 9 EDUCATION INCENTIVE PAY

As long as the degrees at issue are not part of the requirements of the classification, employees who have or obtain a B.A. or B.S. will be paid an additional $50 per month. Employees who have or obtain a post-graduate degree will be paid an additional $125 per month.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, the City shall pay $225 per month for any employee that has obtained a master's degree or higher from a fully accredited university.

SECTION 10 LONGEVITY PAY

The City recognizes that as an employee's service with the City increases, the employee's knowledge of operating procedures, productivity and ability to provide outstanding service to the citizens of South Gate increases. For these reasons, the City shall provide a flat monthly rate longevity pay which is added to the eligible employee's base pay. Longevity pay is determined once per year on the employee's anniversary dates pursuant to the following table:

		Years of Service		
Pay Grade	Classification	10-14	15-19	20+
650	Building Official	$245.93	$307.42	$368.90
650	Economic Development Manager	$245.93	$307.42	$368.90
659	Deputy City Engineer	$288.58	$360.73	$432.87
650	Deputy Director of Finance	$245.93	$307.42	$368.90
650	Deputy Director of Human Resources	$245.93	$307.42	$368.90
655	Deputy Director of Parks & Recreation	$218.28	$272.84	$327.41
714	Deputy Director of Public Works – Field Operations	$288.58	$360.73	$432.87
713	Housing Manager	$229.49	$286.86	$344.24
656	Parks Superintendent	$208.94	$261.18	$313.42
713	Planning Manager	$229.49	$286.86	$344.24
712	Risk Manager	$255.46	$319.32	$383.19

ARTICLE III
FRINGE BENEFITS

SECTION 1 MEDICAL & DENTAL INSURANCE

A. Medical Insurance

The City will pay an insurance premium that is equivalent to the Kaiser HMO rate for the Southern California-Los Angeles area. Employees who select a more expensive plan will be responsible for any difference in premiums. The City will provide an amount equal to the one party Kaiser HMO rate for the Southern California – Los Angeles area, per month, in deferred compensation to those employees who do not purchase health insurance, but can show proof of medical insurance coverage on an annual basis. The current Kaiser – Southern California rate can be requested from the Human Resources Office.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, they will receive up to $1,000 + 1.00% of his/her annual salary, monthly towards mandatory health and dental coverage, which includes the required CalPERS monthly contribution. In lieu of this benefit, Employees may receive an amount in cash up submittal of waiver and proof of enrollment in an alternative group health plan and annually each year after; however, in lieu cash out is limited to $900 per month.

B. Dental Insurance

Dental Health Services (DHS) plans will no longer be available for bargaining unit employees.

The current dental plan year is March 1, 2014 to February 28, 2015. The City currently pays the maximum amount of $48.70 towards an employee's dental plan coverage. This rate of $48.70 is equivalent to Dental Health Services (DHS) HMO plan family coverage rate.

Effective March 1, 2015, the City will pay the maximum amount equivalent to the current DHS HMO plan family coverage rate of $48.70 or Delta Dental HMO plan family coverage rate, whichever is higher. Employees who select more expensive plans will be responsible for any difference in premiums. The City will provide an amount equal to the Delta Dental HMO plan family coverage rate per month in deferred compensation to those employees who opt out of the City's dental insurance. Employees must show proof of alternate dental insurance coverage on a yearly basis in order to receive payment provided herein.

For the remainder of the 2014/15 contract and until the 2015/16 contract is approved, the City will cover the increase in cost of switching from Dental Health Services PPO and EPO plans to the equivalent Delta Dental PPO plans.

Example 1: Employee A, currently enrolled in Dental Health Services PPO family coverage has a premium rate of $186.15; the City pays $48.70; and the employee is responsible for paying $137.45. Employee A can switch to Delta Dental PPO family coverage with a premium rate of $211.30; the City will pay $48.70, plus $25.15 (the difference between the employee's new premium level of responsibility of $162.60 and the old level of responsibility of $137.45) for a total of $73.85; and the employee is responsible for paying $137.45.

Example 2: Employee B, currently enrolled in Dental Health Services EPO employee only coverage has a premium rate of $40.05; the City pays $19.95; and the employee is responsible for paying $20.10. Employee B may elect to switch to Delta Dental PPO employee only coverage with a premium rate of $68.88; the City will pay $19.95, plus $28.83 (the difference between the employee's new premium level of responsibility $48.93 and the old level of responsibility of $20.10) for a total of $48.78.

C. Vision Plan

Effective on the first of the month as soon as feasibly possible following the date the City Council approves this MOU, the City agrees to contribute up to the monthly dollar amount equal to the VSP Choice Plan B Copay: $10/10 employee plus family coverage rate toward vision plan coverage.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022 to on or before March 30, 2023, the City will pay the employee and up to two (2) dependents party HMO plan premium.

D. Opt Out

Employees who have not opted out of City-provided Medical and Dental insurance prior to July 1, 2023, and who later opt out of City-provided Medical and Dental insurance shall receive one-half of the premium amount for which they would otherwise qualify. For those current employees who opted out prior to July 1, 2023, shall continue to receive 100% of the premium amount for which they would otherwise qualify.

SECTION 2 LIFE INSURANCE

The City shall provide $100,000 Life and Accidental Death and Dismemberment Insurance for all employees represented by the Association. However, at age 65, coverage is at 65%; at age 70, coverage is at 40%; at age 75, coverage is at 25%; and at age 80, coverage is at 15%.

SECTION 3 VOLUNTARY LIFE INSURANCE

Eligible employees will be offered the opportunity to purchase life insurance in addition to the life insurance paid for by the City. Currently the voluntary life coverage is provided by The Guardian and establishes the terms and conditions regarding coverage. If, due to a change in insurance carrier or other reasons, any significant features of the

Plan need to be changed, the City will Meet and Confer with the Association before the changes are implemented.

SECTION 4 SECTION 89 CONSIDERATIONS

The City shall comply with IRS Section 89 requirements as mandated by Congress and, should there be any changes regarding said implementation which would require Meet and Confer, then the City shall notify the Association immediately.

SECTION 5 RETIREMENT

A. Employee Contributions

All employees will pay the employee's 8 % contribution to the retirement plan. Starting on July 1, 2023, all represented Unit members, "Classic" and "PEPRA" as defined by CalPERS, shall pay an additional 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment and an additional 1% (for a total of 2%) starting July 1, 2024.

B. Additional Retirement Benefits

The following are benefits provided to employees and their eligible dependents/beneficiaries under the terms of the retirement plan:

1. **One-Year Final Compensation** - Final compensation is calculated using the last (or highest) twelve consecutive monthly pay rates;

2. **Post-Retirement Survivor Benefit** - Provides that upon death of a member after retirement, an allowance shall be continued to the surviving spouse;

3. **Post-Retirement Survivor Benefit to Continue After Remarriage** - Allows the survivor allowance to continue even though survivor of a retiree re- marries;

4. **Continuation of Death Benefits After Remarriage** - Provides that the Death Benefits being paid to a spouse of a member who died prior to retirement will be continued in full should the spouse remarry.

5. **The *"2.7%* at Age 55" Retirement Formula** - Calculation of retirement benefit;

6. **The 1959 Survivor Benefit at Level 4** - Higher level of benefits than the Basic or other levels of the benefit;

7. **Military Service Credit** - Credit of maximum of four years of service;

8. **Unused Sick Leave Credit** - Receive additional service credit at the rate of 0.004 years of each day of sick leave.

C. Retiree Medical Insurance

The City's DMA retirees continue to be covered by the City's Public Employees' Medical & Hospital Care Act (PEMHCA) resolution. For those who retired prior to July 1, 2023, and who retired with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, they shall continue to receive a medical insurance benefit not to exceed one hundred and fifty dollars ($150) per month. For those employees who retire on or after July 1, 2023, and retire with twenty (20) or more years of City service and remain in a CalPERS medical plan or enroll in a CalPERS medical plan, and remain so retired, they shall receive a medical insurance benefit not to exceed three hundred dollars ($300) per month. This section specifically makes no provision for any dependents of the retiree. The retired employee will continue to have the option to purchase medical insurance for him-/herself and his/her dependents, as currently provided at his/her own expense.

The City agrees to notify employees of the need to enroll or remain in a CalPERS medical benefit plan to receive this benefit at the time the employee submits the "Intent to Retire" packet.

SECTION 6 DEFERRED COMPENSATION

The City currently offers several deferred compensation plans to employees and said plans offer a savings plan only. Enrollment in such plans is on an ongoing basis.

Effective the first full pay period after the City Council approves this MOU, the City shall match one hundred percent (100%) of employee contributions toward deferred compensation plans up to a maximum of twelve hundred dollars ($1,200) per calendar year.

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, the City shall match employee contribution up to $550 per month.

SECTION 7 RISK MANAGEMENT PROGRAM

The City is concerned with safety, loss reduction, and increased productivity. To address these issues, the City will meet periodically with the Association to discuss plans that will focus on issues such as, the non-use of sick leave, safe driving record, and safety/loss recovery suggestion award program.

SECTION 8 PHYSICAL FITNESS

Each employee shall receive a membership at the South Gate Sports Center in the South Gate Park. The membership will be determined in the following manner:

A. Employees shall receive a family membership (spouse and dependent children) that will be provided at no cost and includes access to the golf course and swimming pool. This membership includes free access to all Park facilities that are open to the public, but excludes City sponsored classes that require a fee.

SECTION 9 LONG-TERM DISABILITY

As of June 1, 2018, the City pays for the Long-Term Disability coverage through Reliance Standard, or whichever company the City may contract for similar services in the future.

ARTICLE IV
LEAVE POLICIES

SECTION 1 HOLIDAY LEAVE

A. Entitlement

Employees who are on the payroll as of July 1st of each Fiscal Year shall be credited with appropriate Holiday Leave per Section B (below). Employees in the bargaining unit hired after the 1st of each Fiscal Year will be credited as of the date of hire with ten (10) hours of holiday leave for each designated holiday remaining in the Fiscal Year. Although the holiday leave is credited, it is not considered earned until the day of the observed holiday.

Entitled employees may be absent from work but nevertheless receive compensation at the employee's then current rate of pay on either (a) the holidays designated below; or (b) days otherwise scheduled in advance and agreed upon between the employee's supervisor and the employee.

Entitled employees shall earn Holiday Leave in increments of ten (10) hours if the employee is working or on paid leave both as the holiday occurs during the calendar year, and at the commencement of the day following the designated holiday. Holiday leave time used shall be deducted from the hours credited in increments according to the employee work schedule.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year. Any unused Holiday hours not used at the conclusion of the last full pay period of each fiscal year are deemed lost, and employees shall not receive compensation for any unused Holiday hours.

B. Each fiscal year, the City shall observe the following named holidays:

New Year's Day	New Year's Day January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
Cesar Chavez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Thanksgiving Day	Fourth Thursday of November
Christmas Eve	December 24th
Christmas Day	December 25th

Each fiscal year, all employees shall receive 130 hours of paid Holiday Leave subject to "Section IA, Article IV." The City will observe the ten (10) days set forth above, plus thirty (30) additional hours each year. The thirty (30) additional hours will be applied to effectuate a full week of closure between Christmas and New Year's Day. In the event that less than thirty (30) hours is necessary to effectuate the full week of

closure, the balance of the 30 hours will be observed as floating day(s). In the event 30 hours is insufficient to cover the holiday closure period, employees will use accrued vacation, compensation, administrative leave, and/or leave without pay.

The City will review the holidays above in April of each year and determine the date each holiday will be observed for the coming fiscal year, which shall be issued by the Personnel Officer as the Holiday Schedule.

Employees are required to be off work on City-observed holidays. Any such employee who works on an observed holiday shall earn his/her regular rate of pay and defer any unused holiday hours to be used at a later time.

Holidays that fall on Friday or Saturday become floaters. Holidays that fall on Sunday are observed on Monday. If two-day holidays fall on Sunday/Monday, then holidays are observed Monday/ Tuesday.

An employee shall not receive compensation for holidays that occur after his/her date of separation.

SECTION 2 VACATION

A. Each employee shall earn vacation in the following manner:
One (1) to four (4) years of service: 80 hours annually
Five (5) to nine (9) years of service: 120 hours annually
Ten (10) or more years of service: 160 hours annually

For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022 to on or before March 30, 2023, he/she shall receive 120 hours per year at 4.62 hours per pay period until reading ten (10) or more years of service with the City at which time he/she will be entitled to receive 160 hours per year.

Accrued but unused vacation may be carried over from year to year; however, the maximum allowable vacation accrual is three hundred and fifty (350) hours. If an employee's vacation accrual is at the maximum level, the employee will not accrue additional vacation until the employee's vacation accrual is below the maximum level.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of their future accumulated vacation leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. In order to be eligible to convert a portion of accumulated vacation leave to cash, an employee must maintain one hundred (100) hours of vacation leave within the employee's account balance after any distribution has been made. Said employee shall be entitled to request a cash distribution up to forth (40) hours and shall be paid the first payroll period in the following May.

SECTION 3 SICK LEAVE

A. Entitlement

Employees shall earn one hundred twenty (120) hours of sick leave per year prorated by pay period.

B. Sick Leave Program

1. Sick leave accrual shall remain unlimited.

2. Illness or Injury Leave Notification and Verification Procedure: In the event of an absence due to illness or injury, employees must notify their Department Head (or the Department Head's designee), prior to or at the beginning of their shift starting time. Employees who are incapacitated and cannot notify their Department Head, must notify their Department Head at the earliest possible time and may have a spouse or other person contact their Department Head within the time limit specified above.

3. Employees who become ill or injured while working on the job must request approval of their Department Head to leave work. Those employees injured on the job must file a "First Report of Injury" form and receive authorization for medical treatment from their Department Head.

   The notification to the Department Head must include a reason for the absence that is in accordance with current law and an estimated return date. This information will be logged by the department for future reference.

4. Failure to notify the Department Head, as stated in Section (3)(B)(1), will result in the forfeiture of the sick leave for the period of absence and may result in disciplinary action.

5. All absences not due to illness or injury must be requested as noted in the appropriate leave sections.

6. Verification - In the event that employees have, in his/her Department Head's sole opinion, an absenteeism problem, an excessive use of sick leave, or have a suspicious absence or group of absences, the Department Head may attempt to verify the absence or proper use of sick leave by any of the following:

   a. Telephoning the employee at home (or appropriate location).
   b. Visiting employee at home.
   c. A sub-rosa investigation.
   d. A medical evaluation at the City's expense, or
   e. A medical evaluation at the employee's expense (A licensed physician must complete the medical evaluation that must include the reason for the absence and permission to return to work.

7. Where an excessive absenteeism pattern has been established without clear justification for said leave, a Department Head may schedule a counseling session to determine the reasons or justification for the excessive use. The Personnel Officer shall conduct the counseling session and other attendees of the session shall include the employee, a representative chosen by the employee, if any, and the department representatives. This session shall be documented by a written summary of the abuse problems and discussion. The Personnel Officer shall issue the summary and a copy distributed to attendees of the session and to the affected employee's Personnel file. The purpose of the counseling session is to improve the employee's attendance and/or warn the employee about the consequences of continued abuse. If there is a specific abuse that warrants discipline, or if the above counseling session does not correct abuses, then action will be taken to correct the abuse problem through the discipline process.

8. For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, up to 24 hours of Personal Emergency Leave may be taken in any fiscal year. Such hours shall be taken out of the employee's sick leave bank.

C. Sick Leave Advances

The City will not provide advances in sick leave when an employee has depleted his/her sick leave balances.

D. Sick Leave Payoff

Sick leave accrual shall remain unlimited. An Employee hired on or before December 31, 1992, shall be eligible to cash out all accrued sick leave at the hourly rate, as defined below, of FLSA hourly pay of the Employee then existing on the date of his/her retirement from employment. For employees hired on or after January 1, 1993, and on or before June 30, 2022, the sick leave "payoff" shall be limited to 600 hours at the hourly rate, as defined below, of FLSA hourly pay of the Employee then existing on the date of his/her retirement from employment. Employees hired on or after July 1, 2022, shall not be entitled to sick leave cash-out option upon separation. Sick leave will remain available for conversion upon retirement to CalPERS service credit as then allowed by the City's CalPERS contract. Employees whose separation is for any reason other than retirement, termination without cause, or lay off, shall not be entitled to any sick leave cash out.

In order for an employee to qualify for this Sick Leave Payoff provision, the employee must have at least 15 years of continuous service to the City of South Gate and retire from both the City and from CalPERS.

The calculation of the hourly rate a retired employee shall receive under this payoff provision shall be as follows:

15 - 19 years of service - 50% of hourly rate base rate.

20 – 24 years of service - 75% of hourly rate base rate.

25 years or more of service - 100% of hourly rate base rate.

SECTION 4 PAY FOR JURY DUTY

A. All employees who are called for Jury Duty shall be entitled to a maximum of ten (10) days at full salary. Employees are obligated to inform the Judge that City policy is to only pay ten (10) days of service. Should an employee, through no fault of his/her own, be required to serve beyond ten (10) days, the employee will receive full salary for Jury Duty service up to an additional twenty (20) days. Exceptions may be made to this policy by the City Manager in very unusual circumstances.

B. Attendance

A record of attendance from the Court is required and shall be turned in weekly for payroll purposes. Such record is available from the Court Administrator's office. Employee on shifts other than the normal shift shall have off the equivalent time to actual jury service plus reasonable travel time to and from their places of residence; likewise, employees on the regular work shift, who serve on night court juries will have off the actual time of service plus reasonable travel time to and from their places of residence. Employees who serve on jury duty for partial days are expected to report to work if they are released from jury duty within a reasonable amount of time to report back to work (e.g. an employee on day shift serving on South Gate Court duty would be expected to return to work if excused prior to or at 4:00 p.m. However, an employee serving on jury duty for example, in downtown Los Angeles excused at 4:00 p.m. would not be expected to return to work that day). If the option for call-in service is available and workable (the court is within thirty (30) minutes travel time of South Gate), an employee should request call-in status.

SECTION 5 LEAVE WITHOUT PAY

A leave of absence without pay, up to ninety (90) calendar days in any calendar year, may be granted upon the approval of the Department Head and the Personnel Officer. Leaves of absence in excess of ninety (90) calendar days must be approved by the Personnel Officer, provided, however, that for leaves of absence other than for illness or injury during any three (3) calendar year period shall not exceed one hundred eighty (180) calendar days. In the case of a bona fide illness or injury, a medical leave may be granted up to a maximum of one (1) year upon the approval of the Department Head and the Personnel Officer. In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the Department Head and the Personnel Officer

may approve the short term leave with due consideration of the employee's work record (with possible counseling or discipline considerations). All applications for leaves of absence without pay shall be submitted to the Personnel Officer on a Personnel Transaction Form. The City shall have sole discretion whether or not to grant a leave of absence without pay and the City's decision is not subject to grievance and/or appeal.

A. Catastrophic Illness/Injury

If an employee is diagnosed by a qualified Doctor of Medicine to have a catastrophic illness (in a state of total disability from cancer, heart attack, AIDS, etc.) or has a catastrophic injury (an injury that totally disables an employee for an extended period of time), the employee may be entitled to extended health benefit coverage (Medical, Dental, & Life ins.) provided by the City (in the same fashion normally provided to the employee). This benefit requires the approval of the Department Head and Personnel Officer, and is applicable when the employee's leave benefits are exhausted, under the following formula:

Years of Full-Time City Employment	Months of Continued Coverage
After (2) years	3 months
After 4) years	6 months
After (7) years	9 months
After (10) years	12 months

SECTION 6 MATERNITY LEAVE

The application of the maternity leave policy is subject to applicable State and Federal laws. The employee may use accrued paid or unpaid leave as appropriate.

SECTION 7 FAMILY MEDICAL LEAVE ACT

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to sick leave. Rights and obligations that are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave - Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

B. Use of Accrued Leaves While on Leave - If a member requests leave for any reasons permitted under the law, that person must exhaust all accrued leaves in connection with the leave. The exhaustion of accrued leave will run concurrently with the leave.

SECTION 8 BEREAVEMENT

Employees shall be allowed time off for the death of an immediate family member, which may be taken any time within ninety (90) days of the family member's passing. This time may be taken non-consecutively at the discretion of the employee. The term "immediate family" is defined as the spouse, domestic partner, child, parent, sibling, grandparent, grandchild, or parent-in-law of the employee or other person as approved by the City Manager or his/her designee.

Upon providing documentation of the death of an immediate family member, the employee shall be entitled to forty (40) hours of bereavement leave, not chargeable to any other leave. If an employee does not provide documentation of death, the employee's time off shall be chargeable first as sick leave and then to any other remaining, accrued leave balance. If the employee uses the bereavement leave consecutively and wishes to extend that leave to another forty (40) hours, he/she may take such additional consecutive leave chargeable as sick leave.

Documentation of death must be provided within 30 days of the first day of the employee's bereavement leave. Such documentation includes, but is not limited to, a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The City shall keep this documentation confidential and shall not disclose it except as necessary to internal personnel or counsel, or if required by law. Failure to provide documentation will result in any time off to be charged against the employee's sick leave and then to any other remaining, accrued leave balance.

SECTION 9 JOB RELATED INJURY OR ILLNESS

In the event of an absence due to a job related injury or illness, any employee who is entitled to disability payments under Workers' Compensation laws shall receive from the City the difference between such disability payments and his/her full salary for the period of absence up to a maximum of four hundred eighty (480) hours for any one injury or illness. This period of four hundred eighty (480) hours shall not be deducted from accumulated sick leave. However, any relapse at a later date shall not be compensable under this provision, although the same may be chargeable against accumulated, unused sick leave, if any.

SECTION 10 MILITARY LEAVE

Military leave is restricted to normally required active duty and does not apply to such matters as weekend drills, etc. Leaves of absence for active military training, service, or other active duty obligations shall be granted in accordance with California and Federal law. Applicable laws shall govern compensation, reemployment, seniority and other rights and privileges. In order to verify the right to such leave, the employee shall cause a copy of his/her orders to and from military duty to be filed with the City's Personnel Officer. Military Leave is recorded on the employee's time sheet and approved by the Department Head. Employees are entitled to receive a maximum of eighty (80) hours of paid leave per fiscal year for annual military training. Employees are entitled to receive up to an additional thirty (30) days (300 hours) of paid military leave if they are called to active duty (other than annual training) in the National Guard or one of the branches of the U.S. Military.

SECTION 11 ADMINISTRATIVE LEAVE

A. Employees will be provided Administrative Leave of eighty (80) hours per year. Employees may carry over unused Administrative Leave to the following fiscal year, but at no time shall an employee maintain a balance of Administrative Leave greater than one-hundred and sixty (160) hours. No administrative leave shall accrue beyond the established one-hundred and sixty (160) limited until the leave balance falls below that limit.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of his/her future accumulated leave to cash out at the hourly rate of base pay then existing, shall notify the Personnel Office in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. Said employee shall be entitled to request a cash distribution of up to eighty (80) hours and shall be paid the first payroll period the following May.

C. For the Risk Manager and/or the Housing Manager hired on or after October 1, 2022, to on or before March 30, 2023, the amount of leave that may be accumulated at any one time is increased to one hundred (100) hours. However, upon reaching such maximum accumulation, the employee shall cease earning additional administrative leave hours or may choose to cash out up to 80 hours upon his/her anniversary date.

ARTICLE V
DISCIPLINE & PROBLEM RESOLUTION

SECTION 1 DISCIPLINE PROCEDURE

A. Causes for Discipline

The following are examples of conduct, which shall constitute cause for disciplinary action up to, and including discharge of an employee or any candidate whose name appears on any eligibility list:

1. Willfully or corruptly making any false statements, certificates, marks, ratings, reports, failing to disclose material facts or in any manner committing or attempting any fraud.
2. Incompetence.
3. Inefficiency.
4. Neglect of duty.
5. Insubordination.
6. Dishonesty.
7. Violation of City's Drug Free Work Place Policy.
8. Intemperance.
9. Absence without authorized leave.
10. Conviction of a felony or conviction of a misdemeanor involving moral turpitude. A plea or verdict of guilty, or a conviction following a plea of nolo contendere, to a charge of a felony or any offense involving moral turpitude is deemed to be a conviction within the meaning of this Section.
11. Immorality.
12. Discourteous treatment of the public or other employees, including sexual harassment.
13. Improper political activity.
14. Willful disobedience.
15. Misuse of property owned by, leased to, or under the charge of the City.
16. Violation of any of the prohibitions set forth in Government Code Sections 1090 et seq. and Section 1126. (Related to conflict of interest activities).
17. Refusal to take and subscribe any oath or affirmation that is required by law in connection with employment.
18. Any other failure of good behavior either during or outside of duty hours which is of such a nature that it causes discredit to the City, its officers or employees.
19. Injury to persons.
20. Waste of material.
21. Advocating violent overthrow of government. (Government Code Section 1028) "It shall be sufficient cause for the dismissal of any public employee when such public employee advocates or is knowingly a member of the Communist Party or of an organization which during the time of his/her membership he/she advocates overthrow of the Government of the United States or of any state by force or violence."
22. Any unauthorized use of City uniforms.
23. Any violation of City or departmental policies and rules.
24. Violation of City's Discrimination/Harassment Policy.

B. Disciplinary Action

The Personnel Officer or appropriate appointing authority may take disciplinary action against an employee for one or more of the causes for discipline specified herein above in 1.A. The term "disciplinary action," shall be limited in meaning to any of the following:

1. **Demotion, Discharge, or Reduction in Salary**
   Such disciplinary action may take the form of discharge, reduction in salary, or demotion where there is a vacancy in the same classification series at a lower level within the department.

2. **Suspension**
   An appointing authority may suspend an employee for one or more of the causes for discipline specified in these rules for a period of up to thirty (30) days.

3. **Reprimand and Warnings**
   A written reprimand or written warning is part of the disciplinary process when an action or series of actions by an employee does not warrant discipline as noted in sections B.1 and B.2, however does warrant written notification for corrective purposes. A Supervisor (or appropriate management personnel) may issue a written reprimand or written warning to an employee for one or more of the causes for discipline specified in these rules. Written reprimands and/or written warnings are not subject to any appeal or grievance.

SECTION 2 PROBLEM RESOLUTION

A. General Policy

It is the policy of the City to encourage employees to resolve work-related problems at the earliest possible opportunity; and for management employees to assist employees in the timely solution of problems whenever possible. For almost any work-related problem, employees are urged to talk with their immediate supervisor first to try to resolve the problem before taking further action. This section is for the purpose of specifying procedures for solving problems, providing guidelines for disciplinary and dismissal actions and detailing methods by which employees may appeal actions that they believe are unjust or unwarranted.

B. Non-Disciplinary Problems

1. Compensation Problems - Employees who have any problems with their pay or benefits, should report it to their departmental office immediately upon discovery. A problem regarding a paycheck should be reported no later than ten (10) calendar days after receipt of the paycheck. If the action requires Personnel Office adjustments, the department representative will contact the Personnel Office to resolve the problem.
2. Workers' Compensation Problems - Employees who feel they are not receiving the workers' compensation benefits for which they qualify, should contact the Personnel Department, which will contact the City's workers' compensation administrator. Many questions can be cleared up with a telephone call.

3. Insurance, Benefits or Retirement Problems - Employees who have a problem regarding any of the City's insurance or benefits or want information regarding retirement, should contact the Personnel Office.
4. Other Non-Disciplinary Work Related Problems - Any problem not otherwise covered in this section that an employee is unable to resolve through informal means may be submitted for resolution through the grievance procedure.
5. Interpretation of Memorandum of Understanding Provisions Employees who have a problem that relates to a provision in or an interpretation of this Memorandum of Understanding, should contact the Association. If the problem is not resolved through informal discussions, the Association may file a grievance.

C. General Definitions

1. Working Days - The "working day" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 a.m. to 6:00 p.m., excluding Holidays.
2. Time Limits - The failure to submit an appeal within the time limits specified in the various steps provided above shall result in the settlement of the discipline appeal in accordance with the last answer or response given that shall be final and binding.
3. Procedural Extensions - The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.

SECTION 3 GRIEVANCE PROCEDURE

A. Scope

This Grievance Procedure shall be the exclusive means for resolving all grievances as that term is defined hereinabove except that the following disputes shall not be subject to the provisions thereof:

1. Any dispute arising out of or in connection with meeting and conferring pursuant to Resolution No. 3674.
2. Any dispute arising in or from, or involving a strike, work stoppage or cessation of work in any form by employees of the City.

B. Procedure

STEP 1

A grievance may be initiated in this Step by an employee or group of employees by presenting the grievance orally to the immediate supervisor of the employee or employees involved. The grievance must be submitted to said supervisor within fifteen (15) working days following the occurrence of the event upon which the grievance is based. The supervisor will give an oral answer to the employee or employees involved within no more than fifteen (15) working days after the grievance was orally presented.

STEP 2

If the grievance remains unresolved after Step 1, the grievance may be moved to Step 2 by submitting the same to the Department Head. The grievance shall be submitted in writing on a form supplied by the City. The grievance must be submitted in Step 2 no later than five (5) working days after the answer in Step 1 has been received or the time for such answer has expired. Within no more than five (5) working days after receipt of grievance, a meeting will be held with the Department Head and the employee or employees involved. A representative of the employee or employees may be present if requested. Grievances submitted in Step 2 shall be answered in writing within five (5) working days of said meeting.

STEP 3

1. If the grievance remains unresolved after Step 2, the grievance shall be moved immediately by the Department Head or the employee or employees involved to Step 3 by submitting a copy of the written form provided in Step 2 to the Personnel Officer.
2. Within no more than five (5) working days after receipt of the written grievance, a meeting shall be scheduled between the Personnel Officer and the employee or employees involved. A representative of the employee or employees may be present if requested.
3. Grievances involving a dispute between the City and the Association may be initiated in this Step by either party in said written form within five (5) working days of the occurrence of the event giving rise to the grievance. In that event, a meeting shall be scheduled within five (5) working days of receipt of said written grievance between no more than two (2) designated representatives of the City and two (2) of the Association. In addition, the employee or employees involved, if any, the Department Head shall be entitled to be present at the meeting.
4. Grievances submitted in Step 3 shall be answered by the Personnel Officer in writing within five (5) working days of said meeting(s).

STEP 4

If the dispute remains unresolved after Step 3, the aggrieved party can request final binding Arbitration under the rules of the American Arbitration Association. Each party will pay their own legal costs. The City and the employee will share the costs of the American Arbitration Association equally.

C. General Definitions

1. Employee Representative - The employee "representative" referred to in Steps 2 and 3 above may be an employee of the City.
2. Grievance Defined - Grievance means any dispute or difference between the City and any employee or group of employees, concerning the interpretation or application of any written City ordinance, resolution, rule, policy, practice or procedure governing the wages, hours and working conditions of City employees. The term "grievance" also includes any dispute or difference between the City and the Association concerning the interpretation or application of any existing memorandum of understanding between the City and the Association.

3. Procedural Extensions - The procedural times set forth herein are absolutely binding upon both parties and will not be considered waived, unless said waiver is in writing and agreed to by both parties.
4. Time Limits - The failure to submit a grievance within the time limits specified in the various steps provided above shall result in the settlement of the grievance in accordance with the last answer or response given which shall be final and binding.
5. Working Days - The "working day" shall be considered for administrative convenience to be Monday through Thursday, from 7:00 a.m. to 6:00 p.m., excluding Holidays.

ARTICLE VI
IMPLEMENTATION OF MEMORANDUM OF UNDERSTANDING

SECTION 1 WAGE RIGHTS

A. The Association promises and warrants, that upon acceptance of the aforementioned recommendations of the City's Representative's Designee by the City Council, its members will provide service to the City upon the terms and conditions herein stated.

B. Subject to the provisions of this Agreement, the parties hereto do hereby agree and acknowledge that the City shall retain all its usual rights and responsibilities including, but not limited to, those set forth in Section 5 of said Resolution No. 4508.

C. It is understood and agreed that this Memorandum of Understanding is subject to all present and future applicable Federal or State wage and salary control laws and regulations as well as all other applicable Federal and State laws and regulations. If any part of this Memorandum is in conflict or inconsistent with such applicable provisions of Federal or State laws or regulations, or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended and superseded by such applicable laws or regulations, and the remainder of this Memorandum of Understanding shall remain in full force and effect.

SECTION 2 REPOENERS

The partes do specifically agree to reopen the meet and confer process during the term of this MOU, but no sooner than June 1, 2024, only with regards to the following issues. These reopeners are not contingent upon the execution of any successor MOU and no successor MOU is contingent upon agreement on these reopeners. The City reserves the right to introduce changes to any other part of the MOU in an effort to come to an agreement on the below stated topic(s) to reopen the meet and confer process.

1. Annual Sick Leave Redemption Program

Memorandum of Understanding between the City of South Gate and the South Gate Division Management Association

~Signature page~

The City and the Association acknowledge that this Agreement is entered into the 3rd day of September 2025, and is subject to it being executed by authorized representatives.

CITY OF SOUTH GATE:

_____
Maria Davila, Mayor

Date: _____

SOUTH GATE DIVISION MANAGEMENT ASSOCIATION:

By: _____
Glenn Massey, President

Date: 9/3/25

By: _____
William Campana, Vice President

Date: 9/3/25

ATTEST:

_____
Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

_____
Raul F. Salinas, City Attorney

Contract No.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

CITY OF SOUTH GATE

AND THE

SOUTH GATE

POLICE MANAGEMENT ASSOCIATION

JULY 1, 2025 - JUNE 30, 2026

ADOPTED BY RESOLUTION NO. _____

ON _____

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ARTICLE I
GENERAL PROVISIONS

SECTION 1. PREAMBLE

This consolidated Memorandum of Understanding ***(hereinafter "MOU" or "Agreement")*** is made and entered into between the South Gate Police Management Association, hereinafter referred to as the "Association," and the management representatives of the City of South Gate, hereinafter referred to as the "City," pursuant to California Government Code, Section 3500 *et seq.*

This MOU is a good faith effort by the Association and the City to consolidate decades of individual MOUs and side agreements into this one comprehensive document. It is possible that provisions of the previous MOUs and/or side agreements or related resolutions may have been inadvertently omitted in this comprehensive MOU. Therefore, each party to this MOU reserves its rights to bring to the other party's attention a provision in a prior MOU or still valid side agreement or resolution that is not included in this MOU. In such case, the parties agree to convene meetings to address the issue and to engage in good faith attempts to reach agreement as to the validity and/or content of any such omitted evidence of terms and conditions of employment. No representation is made that such agreement(s) shall be arrived at.

Additionally, in preparing this comprehensive MOU, it is not the intent of the parties to invalidate terms and conditions of employment that are not set forth in this MOU, but which are referenced in a still valid side agreement or past practice as this term is defined by statutory and case law.

SECTION 2. RECOGNITION

The Association is the duly recognized employee organization for its members employed by the City in an appropriate unit consisting of the classifications of Police Sergeant, Police Lieutenant and Police Captain employed by the City of South Gate Police Department. This unit of representation shall be referred to as the Police Management Unit or the "Unit."

SECTION 3. TERM

This Agreement shall be effective from July 1, 2025, through June 30, 2026 (1 year) and shall superseded the SGPMA MOU 2021-2025. The MOU shall become effective only after adoption by the City Council of the City of South Gate following ratification by the members of the Association.

SECTION 4. DUES DEDUCTION

The City will continue automatic payroll deductions for the collection of Association dues and fees throughout the term of this MOU. The Association may request in writing that the City deduct membership dues, initiation fees, and general assessments, as well as payment of any other membership benefit program sponsored by the Association, from the salary or wages of members of the Association. The Association hereby certifies that it has and shall maintain all such deduction authorizations signed by the individual from whose salary or wages the deduction is to be made and shall not be required to provide a copy of an individual authorization to the City unless a dispute

arises about the existence or terms of the authorization. The Association shall also provide the certification of the membership list for deduction purposes to the City on an annual basis or more often as needed. Accordingly, the Association dues shall be deducted on the first paycheck of each month in accordance with City procedures and provisions of applicable law from the salary or wages of each employee whose name is provided in writing by the Association.

The City shall remit the total amount of deductions to the Association within seven (7) calendar days of the date of the deduction. Any changes in the Association dues must be given to the City a minimum of twenty-one (21) calendar days prior to the change to accommodate changes to payroll. Membership within and/or payment of any dues or fees to the Association shall not be a condition of employment with the City. No individual employee shall be compelled to pay a service fee, agency fee, or any other assessment or payment in lieu of joining the Association.

The Association shall notify the City within twenty-one (21) calendar days of any discrepancy(ies) concerning dues or other payroll deductions pursuant to this Article. If the Association does not notify the City of any discrepancy within twenty-one (21) calendar days, then the City shall be relieved of any further responsibility.

The Association shall indemnify, defend, and hold harmless the City for: (i) any claims made by an individual employee relating to deductions made in reliance upon any certification from the Association, and (ii) any liability arising from any claims, demands, or other action relating to the City's compliance with this Article relating to maintenance of membership. However, the Association shall not indemnify, defend, or hold harmless the City for its own errors in administering the dues deductions on behalf of the Association. Any claims, demands, disputes arising from the application or interpretation of this Article shall be filed directly with the Association and shall not be subject to the City's grievance procedures.

SECTION 5. MAINTENANCE OF BENEFITS

All salaries, benefits and terms and conditions of employment shall remain in full force and effect for the term of this MOU, unless modified herein or by subsequent written agreement of the parties.

SECTION 6. MANAGEMENT RIGHTS

Subject to the provisions of this MOU, the parties do hereby agree and acknowledge that the City shall retain all its usual rights and responsibilities including, but not limited to, those set forth in Section 5 of the Employer-Employee Relations Resolution (Resolution No. 4508) or any successor related resolutions agreed upon by the parties.

SECTION 7. PROBATION

All new hires after July 26, 2022 shall be subject to an eighteen (18) month probation period with the exception of lateral hires from another city or county police agency who are required to serve a twelve (12) month probation. Promotional probation shall be twelve (12) months. A lateral hire for purposes of this MOU is a peace officer, as defined in California Penal Code §§ 830.1 & 830.2(a)-(c), who has successfully passed probation at another California law enforcement agency, who remains continuously employed as a duly sworn peace officer with a California law enforcement agency from the date of the employment application to the date of appointment as a

peace officer with the South Gate Police Department, and who applies with a Basic POST Certificate or greater.

SECTION 8. PROMOTION

A. An employee promoted shall be paid at that step in the salary range to which employee is promoted that is closest to and equal or higher than 105% of employee's current salary, not to exceed the highest step in the salary range. The employee shall receive a new salary anniversary date.

B. Specifications for promotional opportunities are on file with the South Gate Human Resources Division.

SECTION 9. FEDERAL AND STATE LAWS

It is understood that this MOU is subject to all present and future applicable federal and state laws and regulations, and the provisions herein shall be effective and implemented only to the extent permitted by such laws and regulations. If any part of this MOU is held to be in conflict with such applicable laws and regulations, or otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended and the remainder of the MOU shall remain in full force and effect.

SECTION 10. DEFINITIONS

A. **REGULAR RATE OF PAY**. The unadjusted base salary rate as defined in 10(b) below, plus all remuneration paid to the employee, as is required by the federal Fair Labor Standards Act ("FLSA"). For purposes of paid sick leave, vacation administrative leave cash-outs, the Regular Rate of Pay shall exclude the ten percent (10%) Longevity Pay increase (increase from 7% to 17%) a Unit member receives upon reaching the beginning of their 27th year.

B. **UNADJUSTED BASE SALARY RATE.** The rate of pay described in salary ranges 31, 35, 36 & 37 for the classifications of Sergeant, Lieutenant, Captain, and Captain in Charge. This rate does not include all remuneration paid to an employee and required by the FLSA. See attached Salary Pay Table for the Unadjusted Base Salary Rate.

C. **POLICE MANAGER.** The term Police Manager as used in this MOU shall refer to all positions and assignments covered by this MOU.

SECTION 11. ASSOCIATION ACCESS TO NEW EMPLOYEE ORIENTATIONS AND INFORMATION

The City agrees to provide no less than 10 calendar days' notice to the Association in advance of any new employee orientation(s) and provide the Association access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. In accordance with Government Code Section 3557, access shall be determined by mutual agreement between the City and the Association. Access could be effectuated by representational

attendance or correspondence, although the parties' preference is generally correspondence over representational attendance. The Association shall advise the City reasonably in advance of any orientation as to the type of access requested.

The City agrees to provide the Association with the name, job title, department, work location, work telephone numbers, and work email addresses on file with the City of any newly hired employee within thirty (30) days of the date of hire. The City also agrees to provide the Association with a list of the foregoing information for all bargaining unit employees at least once every 120 days at the Association's written request.

SECTION 12. LABOR MANAGEMENT ROUNDTABLE COMMITTEE

At the request of any party and at least proposed by the Personnel Officer on a quarterly basis, the parties shall convene a Labor Management Roundtable Committee comprising of at least one member of each of the City's recognized labor associations to address issues of concern to all parties and, if necessary to address concerns specific to one association, to convene a subcommittee meeting following the joint Labor Management Roundtable Committee. The purpose of the Labor Management Committee meetings shall be to discuss issues of interest to employees, issues of interest to management, issues of mutual interest, and to provide insight to all members of planned or proposed changes affecting employee working conditions.

At least one week in advance of the schedule meeting, associations shall provide topics for discussion at the Labor Management Roundtable Committee to permit time for parties to prepare for a discussion; however, members in attendance may bring up any topic for discussion during the meeting. A summary agenda will be provided by management with bullet points of items to discuss, the last of which shall be "discussion of non-agendized matters." Each association is permitted to send at least two members, the preference of which is that the President and Vice President of each association should attend. If it is necessary that additional association members attend, at least one week in advance, the association shall inform the Personnel Officer of that need and Personnel Officer should accommodate any reasonable request based on the articulated need for more than two members of the association to attend.

If, during the Labor Management Roundtable Committee, it becomes apparent that there are issues specific to one association to address with the City separately, the affected association shall request such a meeting, which shall occur immediately following the general session of the Labor Management Roundtable Committee or within one calendar week thereafter, as agreed between the parties.

It is encouraged that any issues that arise involving the Association are addressed as soon as practicable by meeting with the Personnel Officer. It is recognized that most issues can be resolved quickly and informally using this approach rather than waiting for the more formal Labor Management Roundtable Committee to convene.

ARTICLE II
SALARY & ALLOWANCES

SECTION 1. WORK SCHEDULE

The 3/12.5 and 4/10 work schedules shall be re-evaluated on or about July 1 of each year of the MOU. The City agrees to meet and confer with the Association regarding any proposed changes in the work schedules.

SECTION 2. WAGES

The effective date for any increase in wages to PMA members shall be on the same day that any wage increase is provided under the Police Officers' Association Memorandum of Understanding.

Police Sergeants' salary shall be 16% above the sum of the following: (a) top step base salary for the Police Officer classification; (b) the maximum specialty assignment pay (currently 5.0%); (c) the maximum P.O.S.T. certification pay (currently 11.0%); and (d) the longevity pay at level 3 (currently 7%).

Police Lieutenants' salary shall be 16% above that of the Police Sergeant.

Police Captains' salary shall be 12% above that of the Police Lieutenant.

Police Captain in Charge's salary shall be equivalent to that of the Police Captain plus an additional $300.00 per month.

SECTION 3. LONGEVITY PAY

A. Police Managers shall receive Longevity Pay in addition to their base salary rate, per the schedule below:

At the Beginning of the:	Rate of Longevity Pay
7th year of continuous city service	2%
13th year of continuous city service	4%
26th year of continuous city service	7%
27th year of continuous city service	17%

The Longevity Pay indicated above is the base rate percentage that a Police Manager will receive based on their years of continuous service. The percentages are not cumulative and shall not be added together.

The parties agree that Longevity Pay is special compensation and shall be reported as such to the California Public Employees' Retirement System ("CallPERS"), to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(1) and 571.1(b)(1) for employees who are determined to be "Classic Members" and/or "New Members" within the meaning of the California Public Employees' Pension Reform Act of 2013 and related legislation.

B. Once a City of South Gate Police Manager has completed five (5) years of continuous employment with the City, if they had prior full-time continuous service as a peace officer with another law enforcement agency, that previous service time shall be counted towards the years of continuous employment required for the Police Manager to receive Longevity Pay from the City.

Example: South Gate Police Manager has completed 5 years of continuous employment in that capacity with the City and they had one (1) year of prior full-time continuous service as a peace officer with another law enforcement agency, then their continuous years of City service would be credited as totaling six (6) years and would qualify for the first level of Longevity Pay of 2%.

C. **PERMISSIBLE UNDER CALPERS**

If the ability to provide this benefit ever becomes impermissible by CalPERS, then this benefit will be eliminated and the parties shall prospectively return to the *status quo ante.*

SECTION 4. BILINGUAL PREMIUM PAY

Police Managers who are proficient in sign language, verbally proficient in Spanish, Korean, or any other language designated by the City, shall receive bilingual premium pay of one hundred twenty-five ($125) per month. This amount shall increase to one hundred ninety dollars ($190) per month effective with the payroll period starting July 30, 2022. Proficiency shall be determined by examinations administered by the Human Resources Division.

The parties agree that Bilingual Premium Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR 571(a)(4) and 571.1(b)(3) for employees who are determined to be "Classic Members" and/or "New Members" within the meaning of the California Public Employees' Pension Reform Act of 2013 and related legislation.

SECTION 5. OTHER PAY

A. **POST CERTIFICATION PAY**

Effective the first full payroll period in July 2022, Unit members who have obtained or do obtain a POST Supervisory Certificate shall receive $275 per month as POST Certification Pay and retain that pay through any promotion through Association represented classifications.

Effective the first full payroll period in July 2022, Unit employees who have obtained or do obtain a POST Management Certificate shall receive $350 per month as certification pay and retain that pay through any promotion through Association represented classifications.

The POST Certification Pay provided herein is not cumulative and will not be considered for purposes of calculating pay differentials between Sergeant and Lieutenant, and Lieutenant and Captain.

The parties agree that POST Certificate Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(2) and 571.1(b)(2) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

B. **OVERTIME ELIGIBILITY**

Police Captains are exempt from the overtime and other provisions of the FLSA and shall be subject to call and duty at any time without additional compensation notwithstanding the normal work week for the Police Department.

C. In the event a disaster or state of emergency is declared by (1) the City Council or Director of Emergency Services (City Manager) in accordance with the provisions of South Gate Municipal Code Chapter 7.14 or (2) either by the County of Los Angeles, the State of California, or the federal government, declared disaster and emergency overtime shall be paid at the rate of straight time multiplied by their regular rate of pay for all time actually worked in excess of forty (40) hours per work week in either pay or compensatory time-off.

D. **COMPENSATORY TIME OFF**

In lieu of receiving overtime pay, employees may designate earned overtime hours as compensatory time off. Compensatory time off shall be accrued at time and one-half ($1^1/_2$) the number of overtime hours worked. Employees may accrue Compensatory Time to a maximum of four hundred eighty (480) hours. Compensatory time off may be used in accordance with Police Department regulations and may be converted to cash payment at the discretion of the employee. After receipt of the appropriate completed and signed forms, Finance shall process Compensatory time cash payments during the next scheduled pay period to be included in the Police Manager's regular paycheck.

E. **OVERTIME COURT DUTY**

1. Court On Call

Off duty Police Managers assigned to be "On Call" for a court appearance shall be compensated at the rate of three (3) hours at time and one-half (1½) the employee's Regular Rate of Pay. On call pay is for any subpoena on a daily basis, not a morning/afternoon basis. If two subpoenas are for the same day, the Police Manager may not receive compensation for being "On Call" on one case while appearing on another court case during the same day.

2. Court Appearance

Police Managers shall receive time and one-half ($1^1/_2$) the employee's Regular Rate of Pay for appearing in court while off duty, with a minimum of four (4) hours pay per court appearance. The four (4) hour minimum begins with the start time of the subpoena and ends when the Police Manager is dismissed by the court, handling district attorney or attorney assigned to the case. Should the time between the start time of the subpoena and the dismissal by the court, handling district attorney or attorney assigned to the case exceed four (4) hours, Police Manager will be paid at time and one-half (1 ½) the employee's Regular Rate of Pay for the actual hours between the subpoena start time and the dismissal time.

F. **DETECTIVES ON CALL**

Police Managers assigned as Detectives shall receive two (2) hours of pay at time and one half (1½) their Regular Rate of Pay for each non-work day that they are assigned by the Police Department to be in an On Call status.

G. **ACTING PAY**

The City's Acting Pay Procedures are outlined in Section 6.8 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

H. **CALL BACK PAY**

Police Sergeants and Police Lieutenants who are called back to work by the Police Department shall receive a minimum of three (3) hours of pay at time and one-half (1½) their Regular Rate of pay. Police Sergeants and Police Lieutenants shall receive the Call Back Pay minimum one time in a twenty-four (24) hour period regardless of the number of times they are called to return to work. A Police Sergeant or Police Lieutenant is entitled to Call Back Pay after the end of the assigned work shift (including any overtime they may have worked), plus an additional thirty (30) minute grace period after their shift ended and after they are no longer on the City's premises. Call Back time begins when the Police Sergeant and Police Lieutenant leaves their home to report directly to work, or if not at home, at such time as they begin to respond to the Police Department's Call Back notification and ends upon the Police Manager being released from duty. Their travel time to return to work shall not exceed thirty (30) minutes.

SECTION 6. UNIFORM ALLOWANCE

The City shall pay to each Police Manager a uniform allowance in the amount of $1,000 per fiscal year. Effective July 1, 2022, the City shall pay and report $1/26^{th}$ of the Uniform Allowance each pay period, in compliance with CalPERS rules (Circular Letter: 200-050-19) whereby the

aggregate amount for each pay period is reported within the earned period report (meaning paid out equally across all pay periods in a fiscal year).

The City will not require receipts for uniform purchases. It is however the sole responsibility of the employee to maintain and wear the proper uniform at all times.

The City shall report to CalPERS the uniform allowance for each employee as special compensation in accordance with Title 2, California Code of Regulation, Section 571(a)(5). Notwithstanding the previous sentence, for "new members" as defined by the Public Employees' Pension Reform Act of 2013, the uniform allowance will not be reported as compensation earnable to CalPERS.

SECTION 7. PHYSICAL FITNESS

Police Managers who pass the Police Department's Physical Fitness "test" in any one of the following areas: (1) cycling, (2) three-mile walk, or (3) one and one-half mile run, shall receive special compensation of $600 each April and October.

The Police Department conducts fitness testing two (2) times a year, usually in April and October. Scores are based upon the police managers' gender, age and physical fitness test performance. Police Managers who successfully complete their assigned segment of the "Baker to Vegas Run" are deemed to have passed the test in lieu of taking the fitness test in April of that particular year. Those Police Managers are still required to participate and achieve a qualifying score to receive the special compensation of $600 in October.

A score of "good" or better shall be deemed a passing score to entitle the recipient to receive the $600 payments described herein. Employee participation in this Physical Fitness Program is voluntary.

The parties agree that Physical Fitness Incentive Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(1) and 571.1(b)(1) for employees who are determined to be "Classic Members" and/or "New Members" within the meaning of the California Public Employees' Pension Reform Act of 2013 and related legislation.

ARTICLE III
FRINGE BENEFITS

SECTION 1. MEDICAL, DENTAL AND VISION INSURANCE

A. MEDICAL INSURANCE

The City will pay the insurance premium for the CalPERS medical insurance plan and level of coverage (Employee only, Employee +1, or Employee +2 or more) the employee selects, not to exceed the CalPERS Kaiser-Southern California premium for the same level of coverage (Employee only, Employee + 1, or Employee +2 or more). If an employee selects a CalPERS medical insurance plan and level of coverage that has a higher premium than the Kaiser-Southern California level of coverage, they shall pay the difference in premium. If the employee selects a CalPERS medical insurance plan and level of coverage that has a lower premium than the Kaiser-Southern California level of coverage, the employee shall not receive the difference in premium from the City. The medical insurance carriers, plan benefits, premiums, eligibility and other terms and conditions are determined by CalPERS.

B. DENTAL INSURANCE

The City will pay 100% of the cost of the City selected-dental PPO insurance plan premium for Police Managers and their eligible dependents.

C. MEDICAL AND DENTAL INSURANCE OPT OUT

Police Managers who waive coverage from the CalPERS medical insurance plans shall receive $360.60 per month to be paid to the employee's deferred compensation plan administered by the City. To be eligible to receive the above dollar amount, the employee must provide proof, as determined by the Personnel Officer, that they are currently enrolled in another comparable medical insurance plan and they shall remain enrolled in a comparable medical insurance plan in the future. If the employee's non-City medical insurance coverage is discontinued, the employee shall immediately provide written documentation to the City's Personnel Officer. A Police Manager whose outside insurance is terminated may be eligible to enroll in CalPERS subject to then-existing rules.

The City will provide an employee who elects to waive their City dental insurance $17.95 per month as a contribution to the employee's deferred compensation plan.

D. VISION PLAN

The City will pay 100% of the City-selected vision care premium for the Police Managers and their eligible dependents.

SECTION 2. LIFE INSURANCE

The City shall provide $5,000 of Term Life Insurance and $100,000 Accidental Death and Dismemberment Insurance for all employees represented by the Association until age 65.

SECTION 3. RETIREMENT

A. Effective the payroll period commencing July 30, 2022, all "Classic" represented Unit members as defined by CalPERS shall pay an additional 2% towards the member's CalPERS contribution pursuant to California Government Code 20516(a). A Resolution of Intention was adopted at the December 13, 2022, City Council meeting for purposes of amending the City's contract with CalPERS. The Association provided a Certification of Employee Election agreeing to the CalPERS contract change on January 6, 2023 and an Ordinance amending the CalPERS contract was adopted on February 14, 2023. The effective date of the Ordinance will be March 16, 2023, making the City's CalPERS contract amendment effective March 26, 2023.

B. Effective the first full pay period in July 2024, all "new" or "PEPRA" represented Unit members, as defined by CalPERS, shall pay 2% towards the employer CalPERS contribution as cost sharing to be implemented by a 1% CalPERS contract amendment pursuant to California Government Code section 20516(a) and the other 1% cost sharing being implemented pursuant to Government Code section 20516(f) on an after tax payroll deduction basis. At such time as POA represented members reach an equivalent cost sharing CalPERS contract amendment and that contract amendment is implemented for both POA and PMA, the cost sharing pursuant to 20516(f) shall cease and the cost sharing shall be pursuant to Government Code section 20516(a), on a pre-tax basis.

C. For all employees represented by the Association who are "Classic Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following:

1. 3% at 50 Retirement Formula

2. Highest Single Year

D. For all employees represented by the Association who are "New Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide the following:

1. 2.7% at 57 Retirement formula (G.C. Section 7522.25)

2. Final Compensation based on the average compensation earnable for the highest consecutive 36-months period. (G.C. Section 7522.32(a))

E. **PRE-TAX BASIS**

The City shall adopt a resolution pursuant to Internal Revenue Code 414(H)(2) such that, to the extent permitted by law, the retirement contributions herein shall be on a pre-tax basis.

F. **RETIREE MEDICAL INSURANCE**

For Unit members who retire from the City through CalPERS after twenty (20) years or more of sworn service with the City, and who remain so retired under CalPERS, the City shall contribute toward the retirees' CalPERS medical insurance coverage as follows:

Retirees Prior to July 1, 2005

The retiree shall receive a total monthly contribution from the City of $306 for employee only coverage and $518 for 2-party or family coverage.

Retirees on or after July 1, 2005 who were hired prior to December 11, 2012

For retirees that retired on or after July 1, 2005, and for all employees that will retire on or after July 1, 2005 (hereinafter "post-July 1, 2005 retirees") who were hired prior to December 11, 2012, the City's monthly retiree medical contribution shall be increased January 1, 2006 to $613 (equal to the Kaiser 2-party rate). Each January 1, thereafter, the City shall increase the monthly retiree medical stipend of post-July 1, 2005 retirees by the actual increase in the Kaiser 2-party rate, with a maximum yearly increase of five percent (5%).

Retirees who were hired by the City on and after December 11, 2012.

Effective for employees first hired by the City on and after December 11, 2012, the City will reimburse such employee upon retirement for the actual dollar amount for the CalPERS medical insurance coverage they select, not to exceed the amount of the CalPERS Kaiser-Southern California 2-Party medical insurance monthly premium rate in effect on the date of their retirement. The City shall not increase this monthly fixed dollar contribution beyond this amount.

G. **DEFERRED COMPENSATION 457 PLAN**

Eligible Police Managers participating in the City's deferred compensation program shall receive a "dollar for dollar" match up to $1,200 per calendar year.

SECTION 4. IRS SECTION 125 PROGRAM

The City has established an Internal Revenue Code Section 125 program for employees. The City will pay the fee to administer the Section 125 program up to $6 per month per employee. The Section 125 Program shall consist wholly of money employees elect to contribute pursuant to Internal Revenue Service regulations.

SECTION 5. PHYSICAL FITNESS MEMBERSHIP

The City will provide each Police Manager a membership at the South Gate Sports Center in the South Gate Park as follows:

1. If the Police Manager resides in the South Gate City limits, they will receive a Family membership at no cost.

2. If the Police Manager resides outside the South Gate City limits, they will receive a membership for themself at no cost.

SECTION 6. EDUCATION REIMBURSEMENT

The City will budget sufficient funds each fiscal year to meet its obligations for all City employees' education reimbursements. Police Managers who meet the terms and conditions of the Education Reimbursement Program including, but not limited to, passing their original probationary period, will be reimbursed as follows:

1. Up to two thousand five hundred dollars ($2,500) per fiscal year for coursework satisfactorily completed at California public colleges and universities which are accredited by an agency recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Police Managers who voluntarily terminate service with the City within 2 years of completion of a course must re-pay the City for the unearned portion of the benefit they received on a pro-rata basis (i.e. 1/24th for each month short of two years).

2. Up to three thousand dollars ($3,000) per fiscal year for coursework at private colleges and universities which are accredited by an agency recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Police Managers who voluntarily terminate service with the City within 2 years of completion of a course must re-pay the City for the unearned portion of the benefit they received on a pro-rata basis (i.e. 1/24th for each month short of two years).

ARTICLE IV
LEAVE POLICIES

SECTION 1. HOLIDAYS

A City designated holiday consists of ten (10) hours. The City will grant one hundred thirty hours (130) of Holiday Leave per year. The following thirteen (13) holidays are recognized by the Parties:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
Cesar Chavez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Veterans Day	November 11th
Thanksgiving Day	Fourth Thursday of November
Christmas Day	December 25th
Holiday Break	Three work days between Christmas and New Year's

The City will review the holidays above in April of each fiscal year and determine the date each holiday will be observed for the coming fiscal year.

Employees who are scheduled to work on holidays shall take the holiday off at another date to be scheduled by the department as work schedules permit.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year, except for employees who, at the end of the fiscal year, are out on paid Administrative Leave or an Industrial Injury Leave (Workers' Comp). In those situations, the employee can carry over the unused Holiday Leave hours for a period of up to 60 calendar days after they return to work. Otherwise, any Holiday Leave remaining from the previous fiscal year shall reduce the amount granted for the ensuing fiscal year in an equal amount.

An employee shall not receive compensation for holidays that occur after his/her separation from City employment.

SECTION 2. VACATION LEAVE

A. VACATION LEAVE ACCRUAL

Employees shall accrue vacation leave each bi-weekly pay period. Vacation leave accrual shall be pro-rated for a partial pay period of City employment.

Beginning of	Through end of	Hours Earned Annually
Date of Hire	4th year	88
5th	9th year	120
10th	14th year	160
15th	19th year	180
20th	26th year	200
27th and thereafter		0

The City will count prior full-time law enforcement service as a sworn peace officer with another agency towards vacation leave accrual once the employee has been employed by the City for five (5) years.

Lateral peace officers, upon successful completion of the twelve (12) month probationary period, shall be given credit for up to 200 hours of accrued vacation leave they have earned from another P.O.S.T. recognized California law enforcement agency.

B. VACATION LEAVE CASH OUT

Association represented employees may request to cash out accrued, unused vacation leave at the employee's Regular Rate of Pay, not to exceed 100 hours in any fiscal year. Beginning in December 2022 for vacation leave to be cashed-out in FY 2023, City shall supply an irrevocable cash out request form to be submitted no later than December 15th for the cash out for the following calendar year. Employees may cash out up to between 0%-50% of their annual accrual in July and the balance in December but only to the extent the employee has accrued, unused vacation leave sufficient to cover the leave cash out request. If the employee's vacation leave balance is less than the amount previously designated, the employee's cash-out will be limited to the amount accrued, unused vacation leave at the time of the designated cash out, but must meet the designated cash out by year end. Employees who fail to submit a vacation leave cash out request by December 15th will be precluded from cashing out vacation leave in subsequent calendar year.

C. VACATION LEAVE ACCRUAL LIMIT

A Police Manager's unused vacation leave shall not exceed a maximum of four hundred (400) hours at any time.

If Police Manager's accrued unused vacation leave reaches the maximum of four hundred (400) hours, they shall cease to accrue vacation leave until such time as the Police Manager's accrued unused vacation leave is reduced below four hundred (400) hours.

SECTION 3. SICK LEAVE

A. SICK LEAVE ACCRUAL

Employees shall accrue six (6) hours of sick leave per bi-weekly pay period (total one hundred fifty-six (156) hours per year). Sick leave accrual shall be pro-rated for a partial pay period of City employment. Lateral sworn peace officers, upon successful completion of the twelve (12) month probationary period, shall be given credit for up to 400 hours of accrued sick leave they earned from another P.O.S.T. recognized California law enforcement agency.

B. SICK LEAVE ACCRUAL LIMIT

There shall be no limit on the number of unused sick leave hours a Police Manager may accrue at any time.

Upon commencement of an employee's twenty seventh (27th) year of sworn law enforcement service, the employee's annual accrual of sick leave shall be reduced by 64.5 hours, from 156 to 91.5 hours.

C. SICK LEAVE CONVERSION

The City shall permit represented Association represented employees who are in the final 3 years of an eligible employee's employment before attaining the Normal Retirement Age as defined by IRS regulations and have 20 or more years with the City to convert accrued unused sick leave prior to retirement for the purpose of maximizing the employee's "Catch Up" contributions to Deferred Compensation, as permitted by applicable provisions of the Internal Revenue Code.

The Conversion of accrued unused sick leave hereunder shall be at the employee's Regular Rate of Pay as defined in this MOU. This sick leave conversion to deferred compensation is limited to a maximum of 1200 hundred hours for both conversion to deferred compensation and for cash out upon separation. Any remaining sick leave hours balance above the combined 1200 hour cash out/conversion cap can still be converted to retirement service credit pursuant to Government Code Section 20965 credit to the extent this benefit remains part of the City's CalPERS contract. Employees hired by the City after July 30, 2022, shall not be entitled to convert sick leave to deferred compensation or cash out but may still convert unused sick leave to service credit pursuant to Government Code Section 20965 to the extent this benefit remains a part of the City's CalPERS contract. Recruits in the Academy are not deemed employees for this purpose. Any represented employee that dies prior to retirement shall have their sick leave paid to their beneficiary if the employee has 20 or more years of service at the time of death or if the death was work related.

D. SICK LEAVE CASH OUT UPON SEPARATION

Association represented employees hired prior to July 1, 1993 shall be permitted to cash out an unlimited number of accrued unused sick leave hours.

Association represented employees hired on or after July 1, 1993, but prior to August 1, 2022, shall be permitted to cash out a lifetime maximum of twelve hundred (1200) accrued unused sick leave hours. Cash out of accrued unused sick leave hours shall be at the employee's Regular Rate of Pay as defined in this MOU.

This sick leave cash out upon separation is limited to a maximum of 1200 hundred hours for both cash out upon separation and conversion to deferred compensation. Any remaining sick leave hours balance above the combined 1200-hour cap can still be converted to retirement credit to the extent this benefit remains part of the City's CalPERS contract. Employees hired after July 30, 2022, shall not be entitled to convert sick leave to deferred compensation or cash out. Recruits in the Academy are not deemed employees for this purpose.

Payment to Police Managers for accrued unused sick leave shall be according to the following:

1. 15 - 19 years of City employment

   50% of eligible accrued unused sick leave.

2. 20 years or more of City employment

   100% of eligible accrued unused sick leave.

SECTION 4. ADMINISTRATIVE LEAVE

Police Lieutenants and Captains earn Administrative Leave in recognition for time worked after regular shift on projects and/or community events, and shall be expected to attend community events. Administrative leave accrual shall be pro-rated for a partial pay period of City employment.

Police Captains shall accrue eighty (80) hours of Administrative Leave per year.

Police Lieutenants shall accrue forty (40) hours of Administrative Leave per year.

Payout is only available upon termination for the administrative leave balance at the time of termination and at the unadjusted base rate identified in the attached salary pay tables. There shall be no ability to cash out any unused leave accruals during employment.

SECTION 5. BEREAVEMENT LEAVE

Employees shall be allowed time off for the death of an immediate family member, which may be taken any time within ninety (90) days of the family member's passing. This time may be taken non-consecutively at the discretion of the employee. The term "immediate family" is defined as the spouse, domestic partner, child, parent, sibling, grandparent, grandchild, or parent-in-law of the employee or other person as approved by the City Manager or his/her designee.

Upon providing documentation of the death of an immediate family member, the employee shall be entitled to forty (40) hours of bereavement leave, not chargeable to any other leave. If an employee does not provide documentation of death, the employee's time off shall be chargeable first as sick leave and then to any other remaining, accrued leave balance. If the employee uses the bereavement leave consecutively and wishes to extend that leave to another forty (40) hours, he/she may take such additional consecutive leave chargeable as sick leave.

Documentation of death must be provided within 30 days of the first day of the employee's bereavement leave. Such documentation includes, but is not limited to, a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The City shall keep this documentation confidential and shall not disclose it except as necessary to internal personnel or counsel, or if required by law. Failure to provide documentation will result in any time off to be charged against the employee's sick leave and then to any other remaining, accrued leave balance.

SECTION 6. FAMILY AND MEDICAL LEAVE ACT (FMLA)

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to FMLA/CFRA-covered leave. Rights and obligations which are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave: Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement.

B. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

SECTION 7. UNPAID LEAVES OF ABSENCE

A leave of absence without pay which is not covered by state or federal law may be granted only in those cases where an employee's record of service makes it desirable for the City to recognize such service, even at the cost of some inconvenience to the City. The factors which will be considered in evaluating requests for unpaid leaves of absence include, but are not limited to, whether the employee has accrued paid leaves, and prior discipline and counseling received by the employee.

The employee shall submit a written request for an unpaid leave of absence to the Police Chief. In the exercise of his discretion, the Police Chief shall approve or deny an application, and shall notify the employee in writing.

A leave of absence without pay up to ninety (90) calendar days in any one calendar year may be granted by the Police Chief and the Personnel Officer. A leave of absence without pay in excess of ninety (90) calendar days must be approved by the Personnel Officer.

Leaves of absence without pay, other than for illness or injury, may not exceed one hundred eighty (180) calendar days during any three (3) calendar year period. The Police Chief and the Personnel Officer may grant an unpaid medical leave of absence for a maximum period of one (1) year for a bona fide illness or injury. Before being granted an unpaid leave of absence due to illness or injury, an employee must utilize all sick leave; and may, but shall not be required to, use vacation leave.

In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the Police Chief and the Personnel Officer may approve the short-term leave with due consideration of the employee's work record.

In the event an unpaid leave of absence does not result in a break in service, the employee's Anniversary Date for purposes of salary step increases shall be delayed for the period of absence; and during the period of absence the employee shall not accrue other benefits, such as, but not limited to seniority, vacation leave, holiday leave, and sick leave.

SECTION 8. JOB RELATED INJURY OR ILLNESS

Employees in the Unit are eligible to receive continuation of salary and benefits in accordance with Labor Code section 4850.

ARTICLE V
GRIEVANCE PROCEDURES

The City's Grievance Procedures are outlined in Section 12 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

The parties agree to retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct Step 4 Grievance review and provide a written decision in place of the City's Civil Service Commission, with all other aspects of the grievance hearing remaining the same. The City and the Association shall share the costs of using the ALJ and OAH equally, with each side paying their share as and when required by the neutral, third-party or the OAH. If either party wishes to have a court reporter document the proceedings, then that party shall bear the cost of such court reporter. In the event that both parties wish to have a court reporter document the proceedings, then the parties shall split the cost of such court reporter. Absent alternative agreement between the parties, each party shall bear the costs of any transcript(s), if requested.

ARTICLE VI
DISCIPLINARY PROCEDURES

The City's Disciplinary Procedures are outlined in Section 11 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

The parties agree to retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct the disciplinary action appeal and provide a written decision in place of the City's Civil Service Commission, with all other aspects of the disciplinary hearing remaining the same. The City shall bear the costs of contracting with OAH and using the ALJ. City shall also bear the cost of any court reporter, transcripts or similar recording. No employee shall ever be required to pay any cost of a disciplinary appeal except for their own representation and/or legal counsel.

ARTICLE VII
LAYOFF PROCEDURES

SECTION 1. LAYOFF PROCEDURES

1.1 Layoff

The City Council or City Manager may separate any employee or class of positions without prejudice, because of financial or economic condition of the City, reduction of work, or abandonment of activities. If the reduction in force is necessary for economic reasons, as a general law city, the City shall observe the seniority rule per Government Code Section 45100 in putting the reduction into effect. The City shall give employees covered by this MOU not less than fifteen (15) calendar days advance notice of lay-off and the reason therefore. However, no full-time employee shall be separated from a department while regular part-time or hourly employees are serving in the same positions in the department.

1.2 Bumping Rights

The employee laid-off shall be entitled to bump to the position in a class in which they currently or formerly held a permanent appointment and in which there is an employee with less seniority in the class, if physically and mentally able to perform the duties of the former class. After the City has notified the affected employee and also the position available to the employee, if any, to bump, they must notify the Personnel Officer of their intent to exercise the bumping rights within fourteen (14) calendar days of the position and classification in the City which they intend to bump, or the bumping rights shall be barred and waived to the employee. The employee with the least seniority in the class shall be bumped by the person who is laid off. The employee bumped shall be considered as laid-off for the same reason as the person who bumped them and shall in the same manner be eligible to bump to a position in a class within the City in which they formally had a permanent position.

1.3 Appointment of Laid-Off Employees to Lower Class

The City Manager may approve the appointment of an employee who is to be laid-off to an existing vacancy in a lower class for which they are qualified without requiring an examination, provided the appropriate appointing authority so appoints.

1.4 Applicability

These provisions shall apply to all classified positions but shall not apply to unclassified, probationary, hourly, and temporary positions.

1.5 Lay-off List

The lay-off list shall consist of those employees laid-off in the classification ranked in order of seniority. If there is a classification of a lower rank in the same classification series as the position from which the employee was laid-off, that employee's name shall be placed on the lay-off list for each such lower ranked classification.

A laid-off employee shall retain re-employment rights to the classification from which they were laid-off irrespective of their acceptance of reemployment at a lesser rank.

1.6 No Probation and Evaluation of Bumped Employee

Employees who bump or are bumped shall not be required to serve a probationary period and shall be evaluated using the same criteria and process as other fully vested and tenured employees.

The City's labor relations representatives and the Association's representatives have met and conferred in good faith on wages, hours and other terms and conditions of employment for the Unit members represented by the Association and have reached agreements which are set forth in this MOU. This MOU, when executed by the City labor relations representatives and the Association representatives, constitutes a joint recommendation therefrom, after ratification of the Association membership, to be submitted to the City Council for its determination and approval by resolution, as the City Council may deem fit and proper. This MOU is of no force or effect unless or until approved and adopted by a resolution of the City Council.

[Signatures on Next Page]

Memorandum of Understanding between the City of South Gate and the South Gate Police Management Association

~Signature page~

The City and the Association acknowledge that this Agreement is entered into as of the 4th day of September 2025 and is subject to it being executed by authorized representatives.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Date: _____

SOUTH GATE POLICE MANAGEMENT ASSOCIATION:

By: _____
Carlos Corella, President

Date: 9-4-25

By: _____
Juan Carlos Gonzalez, Vice President

Date: 09-04-25

ATTEST:

By: _____
Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

Contract No.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

CITY OF SOUTH GATE

AND THE

SOUTH GATE

POLICE OFFICERS' ASSOCIATION

JULY 1, 2025 - JUNE 30, 2026

ADOPTED BY RESOLUTION NO. _____

ON _____

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ARTICLE I
GENERAL PROVISIONS

SECTION 1. PREAMBLE

This comprehensive Memorandum of Understanding ***(hereinafter "MOU" or "Agreement")*** is made and entered into between the South Gate Police Officers' Association, hereinafter referred to as the "Association," and the City of South Gate, hereinafter referred to as the "City," pursuant to California Government Code, Section 3500 *et seq*.

This Agreement is a good faith effort by the Association and the City to consolidate decades of individual MOUs and side agreements into this one comprehensive document. It is possible that provisions of the MOUs and/or side agreements or related agreements may have been inadvertently omitted in the comprehensive MOU. Therefore, each party to this MOU reserves its rights to bring to the other party's attention a provision in a prior MOU or still valid side agreement or resolution that is not included in this MOU. In such case, the parties agree to convene meetings to address the issue and to engage in good faith attempts to reach agreement as to the validity and/or content of any such omitted evidence of terms and conditions of employment. No representation is made that such agreement(s) shall be arrived at.

Additionally, in preparing this MOU, it is not the intent of the parties to invalidate terms and conditions of employment that are not set forth in this MOU, but which are referenced in a still valid side agreement or past practice as this term is defined by statutory and case law.

The sections described herein may reference dates in parentheses. Those dates are indicative of the particular MOU or side agreement from which the substance of the section is derived. Said dates are included for reference purpose only.

SECTION 2. RECOGNITION [92/93]

The Association is the duly recognized employee organization for its members employed by the City in an employee group defined by Resolution No. 4508 (Employer-Employee Relations Resolution) (Section 8.2.1) of the City Council of the City of South Gate as: "All sworn employees in the Police Department except Management and Confidential Employees."

SECTION 3. TERM [17/21]

This Agreement shall be effective from July 1, 2025, through June 30, 2026 (1 year) and shall supersede the SGPOA MOU 2011-25. The MOU shall become effective only after adoption by the City Council of the City of South Gate following ratification by the members of the Association.

SECTION 4. DUES DEDUCTION [17/21]

The City will continue automatic payroll deduction for the collection of Association dues throughout the term of this MOU. The Association may request in writing that the City deduct membership dues, initiation fees, and general assessments, as well as payment of any other

membership benefit program sponsored by the Association, from the salary or wages of members of the Association. The Association hereby certifies that it has and shall maintain all such deduction authorizations signed by the individual from whose salary or wages the deduction is to be made and shall not be required to provide a copy of an individual authorization to the City unless a dispute arises about the existence or terms of the authorization. The Association shall also provide the certification of the membership list for deduction purposes to the City on an annual basis or more often as needed. Accordingly, the Association dues shall be deducted on the first paycheck of each month in accordance with City procedures and provisions of applicable law from the salary or wages of each employee whose name is provided in writing by the Association.

The City shall remit the total amount of deductions to the Association within seven (7) calendar days of the date of the deduction. Any changes in the Association dues must be given to the City a minimum of twenty-one (21) calendar days prior to the change to accommodate changes to payroll. Membership within and/or payment of any dues or fees to the Association shall not be a condition of employment with the City. No individual employee shall be compelled to pay a service fee, agency fee, or any other assessment or payment in lieu of joining the Association.

The Association shall notify the City within twenty-one (21) calendar days of any discrepancy(ies) concerning dues or other payroll deductions pursuant to this Article. If the Association does not notify the City of any discrepancy within twenty-one (21) calendar days, then the City shall be relieved of any further responsibility.

The Association shall indemnify, defend, and hold harmless the City for: (i) any claims made by an individual employee relating to deductions made in reliance upon any certification from the Association, and (ii) any liability arising from any claims, demands, or other action relating to the City's compliance with this Article relating to maintenance of membership. However, the Association shall not indemnify, defend, or hold harmless the City for its own errors in administering the dues deductions on behalf of the Association. Any claims, demands, disputes arising from the application or interpretation of this Article shall be filed directly with the Association and shall not be subject to the City's grievance procedures.

SECTION 5. MAINTENANCE OF BENEFITS [05/08]

All salaries, benefits and terms and conditions of employment shall remain in full force and effect for the term of this Agreement, unless modified herein or by subsequent written agreement of the parties.

SECTION 6. MANAGEMENT RIGHTS

Subject to the provisions of this Agreement, the parties do hereby agree and acknowledge that the City shall retain all its usual rights and responsibilities including, but not limited to, those set forth in Section 5 of the Employer-Employee Relations Resolution (Resolution No. 4508).

SECTION 7. PROBATION

All new hires after July 26, 2022 shall be subject to an eighteen (18) month probation period with the exception of lateral hires from another city or county police agency who are required to serve a twelve (12) month probation. Promotional probation shall be twelve (12) months. A lateral hire

for purposes of this provision is an officer, as defined in California Penal Code §§ 830.1 & 830.2(a)-(c), who has successfully passed probation at another California law enforcement agency, who remains continuously employed as a duly sworn peace officer with a California law enforcement agency from the date of the employment application to the date of appointment as a peace officer with the South Gate Police Department, and who applies with a Basic POST Certificate.

SECTION 8. PROMOTION

A. An employee promoted shall be paid at that step in the salary range to which employee is promoted that is closest to and equal or higher than 105% of employee's current salary, not to exceed the highest step in the salary range. The employee shall receive a new salary anniversary date.

B. Specifications for promotional opportunities are on file with the South Gate Human Resources Division.

SECTION 9. FEDERAL AND STATE LAWS [03/04]

It is understood that this MOU is subject to all present and future applicable federal and state laws and regulations, and the provisions herein shall be effective and implemented only to the extent permitted by such laws and regulations. If any part of this MOU is held to be in conflict with such applicable laws and regulations, or otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part or provision shall be suspended, and the remainder of the agreement shall remain in full force and effect.

SECTION 10. DEFINITIONS

A. **REGULAR RATE OF PAY**. The unadjusted base salary rate as defined in 8(b) below, plus all remuneration paid to the employee, as is required by the FLSA. For purposes of sick leave and vacation leave cash-outs only, the Regular Rate of Pay shall exclude the additional ten percent (10%) Longevity Pay increase (increase from 7% to 17%) a Police Officer receives upon reaching their 27th continuous year.

B. **UNADJUSTED BASE SALARY RATE**. The rate of pay described in salary range 28, salary steps A-E, for the classification of Police Officer and persons in the Police Officer classification represented by the Association. This rate does not include all remuneration paid to an employee and used in the Fair Labor Standards Act (FLSA).

C. **POLICE OFFICER**. The term Police Officer as used in this MOU shall refer to all positions and assignments covered by this MOU.

SECTION 11. ASSOCIATION ACCESS TO NEW EMPLOYEE ORIENTATIONS AND INFORMATION [17/21]

The City agrees to provide no less than 10 calendar days' notice to the Association in advance of any new employee orientation(s) and provide the Association access to the orientation(s). Orientation refers to any onboarding process, whether in person, online or through other means. In accordance with Government Code Section 3557, access shall be determined by mutual agreement between the City and the Association. Access could be effectuated by representational attendance or correspondence, although the parties' preference is generally correspondence over representational attendance. The Association shall advise the City reasonably in advance of any orientation as to the type of access requested.

The City agrees to provide the Association with the name, job title, department, work location, work, home, and personal cellular telephone numbers, personal email addresses on file with the City, and home address of any newly hired employee within thirty (30) days of the date of hire. The City also agrees to provide the Association with a list of the foregoing information for all bargaining unit employees at least once every 120 days at the Association's written request.

Notwithstanding the foregoing, in accordance with Government Code Section 6254.3(a)(3), the City will not provide the Association with the home address or any phone number on file with the City of any employee performing law enforcement-related functions. For purposes of this MOU, "law enforcement-related functions" includes any City police officer. In accordance with Government Code Section 6254.3(c), the City will not provide the Association with any home address, home telephone number, personal cellular telephone number, or personal email address of any employee who has made a written request to the City regarding non-disclosure of said information (except, with respect to personal email addresses, as may be necessary to comply with the Public Records Act).

SECTION 12. LABOR MANAGEMENT ROUNDTABLE COMMITTEE

At the request of any party and at least proposed by the Personnel Officer on a quarterly basis, the parties shall convene a Labor Management Roundtable Committee comprising of at least one member of each of the City's recognized labor associations to address issues of concern to all parties and, if necessary to address concerns specific to one association, to convene a subcommittee meeting following the joint Labor Management Roundtable Committee. The purpose of the Labor Management Committee meetings shall be to discuss issues of interest to employees, issues of interest to management, issues of mutual interest, and to provide insight to all members of planned or proposed changes affecting employee working conditions.

At least one week in advance of the schedule meeting, associations shall provide topics for discussion at the Labor Management Roundtable Committee to permit time for parties to prepare for a discussion; however, members in attendance may bring up any topic for discussion during the meeting. A summary agenda will be provided by management with bullet points of items to discuss, the last of which shall be "discussion of non-agendized matters." Each association is permitted to send at least two members, the preference of which is that the President and Vice President of each association should attend. If it is necessary that additional association members attend, at least one week in advance, the association shall inform the Personnel Officer of that need

and Personnel Officer should accommodate any reasonable request based on the articulated need for more than two members of the association to attend.

If, during the Labor Management Roundtable Committee, it becomes apparent that there are issues specific to one association to address with the City separately, the affected association shall request such a meeting, which shall occur immediately following the general session of the Labor Management Roundtable Committee or within one calendar week thereafter, as agreed between the parties.

It is encouraged that any issues that arise involving the Association are addressed as soon as practicable by meeting with the Personnel Officer. It is recognized that most issues can be resolved quickly and informally using this approach rather than waiting for the more formal Labor Management Roundtable Committee to convene.

ARTICLE II
SALARY & ALLOWANCES

SECTION 1. WORK SCHEDULE

The 3/12.5 work schedule shall be re-evaluated on or about July 1 of each year of the Agreement. The City agrees to meet and confer with the Association regarding any proposed changes in the work schedule. [92/93; 94/97]

Police Officers assigned to Patrol (except special assignment such as motor officers, crime impact team and canine officers) shall be assigned to a 3/12.5 work schedule that consists of 3 consecutive workdays of 12.5 consecutive work hours each (inclusive of paid breaks and meal periods) followed by 4 consecutive days off. Once each 28 days such employees shall work one additional shift of 10 consecutive hours (inclusive of paid breaks and meal periods).

Police Officers assigned as motor officers, crime impact team and canine officers shall be assigned a 4/10 weekly work schedule that consists of 4 consecutive workdays of 10 consecutive work hours each (inclusive of paid breaks and meal periods), followed by 3 consecutive days off.

Any and all work schedules are subject to Police Officers working overtime as determined by the City.

SECTION 2. WAGES

For Fiscal Year 2025-26 and effective September 7, 2025, the salary range and base salary for the represented Unit classifications and employees still on payroll shall be increased by three percent (3.0%).

SECTION 3. LONGEVITY PAY

A. A Police Officer shall receive Longevity Pay in addition to their base salary rate, per the schedule below:

At the Beginning of the:	Rate of Longevity Pay
7th year of continuous city service	2%
13th year of continuous city service	4%
26th year of continuous city service	7%
27th year of continuous city service	17%

Effective the pay period starting July 30, 2022, a Police Officer shall receive Longevity Pay in addition to their base salary rate, per the schedule below:

At the Beginning of the:	Rate of Longevity Pay
7th year of continuous city service	$1,968 annually, $75.69 per payroll period
13th year of continuous city service	$3,948 annually, $151.85 per payroll period
26th year of continuous city service	7%
27th year of continuous city service	17%

The Longevity Pay indicated above is the base rate that a Police Officer will receive based on their years of continuous service starting on their work anniversary date beginning the year indicated. Longevity pay shall be calculated based on the employee's base pay, when expressed as a percentage. The base rates are not cumulative, and the employees shall be paid at the highest level for which they qualify.

The parties agree that Longevity Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(1) and 571.1(b)(1) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

B. Once a City of South Gate Police Officer has completed five (5) years of continuous employment with the City, if they had prior full-time continuous service as a peace officer with another law enforcement agency or agencies, that previous service time shall be counted towards the years of continuous employment required for the Police Officer to receive Longevity Pay from the City.

Example: South Gate Police Officer has completed 5 years of continuous employment in that capacity with the City and they had one (1) year of prior full-time continuous service as a peace officer with another law enforcement agency, then their continuous years of City service would be deemed as having six (6) years and would qualify for the first level of Longevity Pay.

C. **PERMISSIBLE UNDER CALPERS [Side Letter 9/25/07]**

If the ability to provide this benefit ever becomes impermissible by CalPERS, then this benefit will be eliminated and the parties shall prospectively return to the *status quo ante.*

SECTION 4. BILINGUAL PREMIUM PAY [92/93; 05/08; 17/21; 21/25]

Police Officers who are proficient in sign language, verbally proficient in Spanish, Korean, or any other language designated by the City, shall receive bilingual premium pay of one hundred twenty-five ($125) per month. This amount will increase to one hundred ninety dollars ($190) per month effective with the payroll period starting July 30, 2022. Proficiency shall be determined by examinations administered by the Human Resources Department.

The parties agree that Bilingual Premium Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR 571(a)(4) and 571.1(b)(3) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

SECTION 5. OTHER PAY

A. P.O.S.T. CERTIFICATE PAY [00/03; Resolution No. 6454, §4.10; 21/25]:

Police Officers who earn certificates from the Commission on Peace Officers Standards and Training (POST) of the California Department of Justice shall receive POST pay in addition to their Unadjusted Base Salary Rate, commencing with the start of the payroll period such certificate is earned, as follows:

POST Certificate	POST Pay
Intermediate	5%
Advanced	11%

The POST Certificate Pay indicated above is the actual percentage a Police Officer will receive for the highest POST certificate he/she possesses. The percentages are not cumulative and shall not be added together.

The parties agree that POST Certificate Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(2) and 571.1(b)(2) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

B. EDUCATION PAY [2021/25]

Effective the first full payroll period in July 2023, Police Officers who have obtained an Associate in Arts (AA) degree or Associate in Science (AS) degree or earned passing grades of C or higher in 60 units in any field by an educational institution accredited by an agency recognized by the California State Department of Education, the U.S. Department of Education, or the Council for Higher Education Accreditation ("Accredited Educational Institution"), shall receive $175 per month as educational pay, which is in addition to any qualifying POST Certification Pay.

Effective the first full payroll period in July 2023, Police Officers who have obtained a Bachelor of Arts (BA) or Bachelor of Science (BS) degree or earned passing grades of C or higher in 120 units in any field by an educational institution accredited by an agency recognized by the California State Department of Education, the U.S. Department of Education, or the Council for Higher Education Accreditation ("Accredited Educational Institution"), shall receive $275 per month as educational pay, which is in addition to any qualifying POST Certification Pay but not cumulative with any AA degree or unit pay.

The parties agree that Education Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(2) and 571.1(b)(2) for employees who are "Classic Members" as

outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

C. SPECIAL ASSIGNMENT PAY

Police Officers assigned by the Chief of Police to the Special Assignment indicated below, shall receive Special Assignment Pay of five percent (5%) in addition to their Unadjusted Base Salary Rate as follows:

1. Detective
2. Motorcycle Officer
3. Field Training Officer; additionally, Officers not currently assigned as a Field Training Officer (FTO) but who have completed and passed an approved Field Training Officer course and are temporarily providing services as an FTO will receive the 5% special assignment pay for the actual hours they are providing FTO services.
4. Traffic Officer
5. Canine Officer
6. Administrative Investigator
7. Crime Impact Team [12/14]

Special Assignments are held pursuant to the Police Department's rules and not separate job classifications in the City's Classified Service. [Resolution No. 6454, §4.9]

The parties agree that Special Assignment Pay for the above assignments is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(4) and 571.1(b)(3) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

D. FLSA/OVERTIME

For the purpose of the overtime provisions under the Fair Labor Standards Act (FLSA), Police Officers are assigned a 7K exemption of one hundred seventy-one (171) hours in a 28-day work period; provided, however, unit employees shall be paid one and one-half times their regular rate of pay for all time spent working outside their regularly scheduled hours.

E. COMPENSATORY TIME OFF [14/15; 21/25]

In lieu of receiving overtime pay, employees may designate earned overtime hours as compensatory time off. Compensatory time off shall be accrued at time and one-half ($1^1/_2$) the number of overtime hours worked. Employees may accrue Compensatory Time to a maximum of four hundred eighty (480) hours. Compensatory time off may be used in accordance with Police Department regulations and may be converted to cash payment at the discretion of the employee. After receipt of the appropriate completed and signed forms, Finance shall process Compensatory time cash payments during the next scheduled pay period to be included in the Police Officer's regular paycheck.

F. OVERTIME COURT DUTY

1. Court On Call

   Off-duty Police Officers assigned to be "On Call" for a court appearance shall be compensated at the rate of three (3) hours at time and one-half (1½) the employee's Regular Rate of Pay. On call pay is for any subpoena on a daily basis, not a morning/afternoon basis. If two subpoenas are for the same day, the officer may not receive compensation for being "On Call" on one case while appearing on another court case during the same day. [97/00; Resolution No. 6454, §6.4]

2. Court Appearance **[Side Letter 2/25/20]**

   Police Officers shall receive time and one-half ($1^1/_2$) the employee's Regular Rate of Pay for appearing in court while off duty, with a minimum of four (4) hours pay per court appearance. The four (4) hour minimum begins with the start time of the subpoena and ends when the officer is dismissed by the court, handling district attorney or attorney assigned to the case. Should the time between the start time of the subpoena and the dismissal by the court, handling district attorney or attorney assigned to the case exceed four (4) hours, the officer will be paid at time and one-half (1 ½) the employee's Regular Rate of Pay for the actual hours between the subpoena start time and the dismissal time.

G. DETECTIVES ON CALL

Police Officers assigned as Detectives shall receive two (2) hours of pay at time and one half (1½) their Regular Rate of Pay for each non-workday that they are assigned by the Police Department to be in an On Call status. [05/08]

H. CALL BACK PAY [94/97; Resolution No. 6454, §6.5]

Police Officers who are called back to work by the Police Department shall receive a minimum of three (3) hours of pay at time and one-half (1½) their Regular Rate of Pay. Police Officers shall receive the Call Back Pay minimum

one time in a twenty-four (24) hour period regardless of the number of times they are called to return to work. A Police Officer is entitled to Call Back Pay after the end of the assigned work shift (including any overtime they may have worked), plus an additional thirty (30) minute grace period after the Officer's shift ended and after the Officer is no longer on the City's premises. Call Back time begins when the Police Officer leaves their home to report directly to work, or if not at home, at such time as they begin to respond to the Police Department's Call Back notification and ends upon the Police Officer being released from duty. The Police Officer's travel time to return to work shall not exceed thirty (30) minutes.

I. ACTING PAY

The City's Acting Pay Procedures are outlined in Section 6.8 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

SECTION 6. UNIFORM ALLOWANCE [82/84; 94/97; 00/03; 21/25]

The City shall pay to each Police Officer a uniform allowance in the amount of $1,000 per fiscal year. Effective July 1, 2022, the City shall pay and report 1/26th of the uniform allowance each pay period, in compliance with CalPERS rules (Circular Letter: 200-050-19) whereby the aggregate amount for each pay period is reported within the earned period report (meaning paid out equally across all pay periods in a fiscal year).

The City will not require receipts for uniform purchases. It is however the sole responsibility of the employee to maintain and wear the proper uniform at all times.

The City shall report to the California Public Employees' Retirement System (CalPERS) the uniform allowance for each employee as special compensation in accordance with Title 2, California Code of Regulation, Section 571(a)(5). Notwithstanding the previous sentence, for "new members" as defined by the Public Employees' Pension Reform Act of 2013, the uniform allowance will not be reported as compensation earnable to CalPERS.

SECTION 7. PHYSICAL FITNESS [84/86; 87/89]

Police Officers who pass the Police Department's Physical Fitness "test" in any one of the following areas: (1) cycling, (2) three-mile walk, or (3) one and one-half mile run, shall receive special compensation of $600 each April and October.

The Police Department conducts fitness testing two (2) times a year, usually in April and October. Scores are based upon the police officers' gender, age and physical fitness test performance. Police Officers who successfully complete their assigned segment of the "Baker to Vegas Run" are deemed to have passed the test in lieu of taking the fitness test in April of that particular year. Those Police Officers are still required to participate and achieve a qualifying score to receive the special compensation of $600 in October.

A score of "good" or better shall be deemed a passing score to entitle the recipient to receive the $600 payments described herein. Employee participation in this Physical Fitness Program is voluntary.

The parties agree that Physical Fitness Incentive Pay is special compensation and shall be reported as such to CalPERS, to the extent legally permissible, pursuant to Title 2 CCR, Section 571(a)(1) and 571.1(b)(1) for employees who are "Classic Members" as outlined in Article III, Section 3(C) and employees who are "New Members" as outlined in Article III, Section 3(D), respectively.

SECTION 8. SALARY STEP INCREASE [12/14]

If an employee does not receive written notice from the Chief of Police or designee prior to the employee's anniversary date that their salary step increase will be withheld, the salary step increase will automatically be made effective at the start of the pay period commencing after said anniversary date.

ARTICLE III
FRINGE BENEFITS

SECTION 1. MEDICAL, DENTAL AND VISION INSURANCE

A. MEDICAL INSURANCE [04/05]

The City will pay the insurance premium for the CalPERS medical insurance plan and level of coverage (Employee only, Employee +1, or Employee +2 or more) the employee selects, not to exceed the CalPERS Kaiser-Southern California premium for the same level of coverage (Employee only, Employee + 1, or Employee +2 or more). If an employee selects a CalPERS medical insurance plan and level of coverage that has a higher premium than the Kaiser-Southern California level of coverage, he/she shall pay the difference in premium. If the employee selects a CalPERS medical insurance plan and level of coverage that has a lower premium than the Kaiser-Southern California level of coverage, the employee shall not receive the difference in premium from the City. The medical insurance carriers, plan benefits, premiums, eligibility and other terms and conditions are determined by CalPERS.

B. DENTAL INSURANCE [05/08; 14/15; 21/22]

The City will pay 100% of the cost of the City selected-dental PPO insurance plan premium for Police Officers and their eligible dependents.

C. MEDICAL AND DENTAL INSURANCE OPT OUT [90/92; 92/93]

Police Officers who waive coverage from the CalPERS medical insurance plans, shall receive $360.60 per month to be paid to the employee's deferred compensation plan administered by the City. To be eligible to receive the above dollar amount, the employee must provide proof, as determined by the Personnel Officer, that he/she is currently enrolled in another comparable medical insurance plan and he/she shall remain enrolled in a comparable medical insurance plan in the future. If the employee's non-City medical insurance coverage is discontinued, the employee shall immediately provide written documentation to the City's Personnel Officer. A Police Officer whose outside insurance is terminated may be eligible to enroll in CalPERS subject to then-existing rules.

The City will provide an employee who elects to waive their City dental insurance $17.95 per month as a contribution to the employee's deferred compensation plan.

D. VISION PLAN [14/15]

The City will pay 100% of the City-selected vision care premium for the Police Officers and their eligible dependents.

SECTION 2. LIFE INSURANCE [86/87; 97/00; 21/25]

The City shall provide $5,000 in Term Life Insurance and $100,000 Accidental Death and Dismemberment Insurance for all employees represented by the Association until age 65.

SECTION 3. RETIREMENT

A. Employees who are "Classic Members" as outlined below shall contribute the 9% Employee Contribution to CalPERS.

B. Employees who are "New Members" as outlined below shall contribute 50% of the applicable normal cost as member contributions to CalPERS. (G.C. Section 7522.30)

C. For all employees represented by the Association who are "Classic Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following:

1. 3% at 50 Retirement Formula

2. Highest Single Year

D. For all employees represented by the Association who are "New Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide the following:

1. 2.7% at 57 Retirement formula (G.C. Section 7522.25)

2. Final Compensation based on the average compensation earnable for the highest consecutive 36-months period. (G.C. Section 7522.32(a))

E. Effective the first full pay period in July 2023, all "Classic" represented unit members as defined by CalPERS shall pay an additional 1% (total 10%) towards the member's CalPERS contribution pursuant to California Government Code 20516(a).

F. Effective the first full pay period in July 2024, all "Classic" represented unit members as defined by CalPERS shall pay an additional 1% (for a total of 11%) towards the member's CalPERS contribution. In addition, all "new" or "PEPRA" unit members, as defined by CalPERS, shall pay 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment pursuant to California Government Code section 20516(a).

G. **PRE-TAX BASIS**

The City shall adopt a resolution pursuant to Internal Revenue Code 414(H)(2) such that, to the extent permitted by law, the retirement contributions herein shall be on a pre-tax basis.

H. RETIREE MEDICAL INSURANCE

For employees who retire from the City through CalPERS after twenty (20) years or more years as a South Gate Police Officer, and who remain so retired under CalPERS, the City shall contribute toward the retirees' CalPERS medical insurance coverage as follows: [90-92; Resolution No. 6454, §8.1]

Retirees Prior to July 1, 2005 [Side Letter 9/25/07]

The retiree shall receive a total monthly contribution towards health insurance premiums from the City of up to $306 for employee only coverage and up to $518 for 2-party or family coverage.

Retirees on or after July 1, 2005 but were hired prior to December 11, 2012 [Side Letter 10/1/07]

The City will reimburse retirees, who retire from the City on or after July 1, 2005, for the actual dollar amount CalPERS deducts from the retiree's monthly retirement checks for the CalPERS medical insurance coverage he/she selects up to the CalPERS Kaiser-Southern California 2-Party medical insurance premium amount. Commencing January 1, 2007 and each January 1 thereafter, the City shall increase its monthly contribution to those that retired on or after July 1, 2005 by the actual increase to the CalPERS Kaiser-Southern California 2-Party medical insurance rate, not to exceed five percent (5%) per calendar year.

Retirees who were first hired by the City on and after December 11, 2012 [12/14]

Effective for employees first hired by the City on and after December 11, 2012, the City will reimburse such employee upon retirement for the actual dollar amount for the CalPERS medical insurance coverage they select, not to exceed the amount of the CalPERS Kaiser-Southern California 2-Party medical insurance monthly premium rate in effect on the date of their retirement. The City shall not increase this monthly fixed dollar contribution beyond this amount.

I. DEFERRED COMPENSATION 457 PLAN [17/21]

Eligible Police Officers participating in the City's deferred compensation program shall receive a "dollar for dollar" match up to $1,200 per calendar year.

SECTION 4. SECTION 125 PROGRAM [90/91]

The City has established an Internal Revenue Code Section 125 program for employees. The City will pay the fee to administer the Section 125 program up to $6 per month per employee. The Section 125 Program shall consist wholly of money employees elect to contribute pursuant to Internal Revenue Service regulations.

SECTION 5. PHYSICAL FITNESS MEMBERSHIP [84/86]

The City will provide each Police Officer a membership at the South Gate Sports Center in the South Gate Park as follows:

1. If the Police Officer resides in the South Gate City limits, they will receive a Family membership at no cost.

2. If the Police Officer resides outside the South Gate City limits, they will receive a membership for them at no cost.

SECTION 6. EDUCATION REIMBURSEMENT

The City will budget sufficient funds each fiscal year to meet its obligations for all City employees' education reimbursements. Police Officers, who meet the terms and conditions of the Education Reimbursement Program including, but not limited to passing their original probationary period, will be reimbursed as follows:

1. Up to two thousand five hundred dollars ($2,500) per fiscal year for coursework satisfactorily completed at California public colleges and universities which are accredited by an agency recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Police Officers who voluntarily terminate service with the City within 2 years of completion of a course must re-pay the City for the unearned portion of the benefit they received on a pro-rata basis (i.e., $1/24^{th}$ for each month short of two years).

2. Up to three thousand dollars ($3,000) per fiscal year for coursework at private colleges and universities which are accredited by an agency recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Police Officers who voluntarily terminate service with the City within 2 years of completion of a course must re-pay the City for the unearned portion of the benefit they received on a pro-rata basis (i.e., $1/24^{th}$ for each month short of two years).

ARTICLE IV
LEAVE POLICIES

SECTION 1. HOLIDAYS [94/97; 21/25]

A City designated holiday consists of ten (10) hours. The City will grant one hundred thirty hours (130) of Holiday Leave per year. The following thirteen (13) holidays are recognized by the Parties:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
Cesar Chavez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Veterans Day	November 11th
Thanksgiving Day	Fourth Thursday of November
Christmas Day	December 25th
Holiday Break	Three workdays between Christmas and New Year's

The City will review the holidays above in April of each fiscal year and determine the date each holiday will be observed for the coming fiscal year.

Employees who are scheduled to work on holidays shall take the holiday off at another date to be scheduled by the department as work schedules permit.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year, except for employees who, at the end of the fiscal year, are out on paid Administrative Leave or an Industrial Injury Leave (Workers' Comp). In those situations, the employee can carry over the unused Holiday Leave hours for a period of up to 60 calendar days after they return to work. Otherwise, any Holiday Leave remaining from the previous fiscal year shall reduce the amount granted for the ensuing fiscal year in an equal amount.

An employee shall not receive compensation for holidays that occur after their separation from City employment.

SECTION 2. VACATION LEAVE

A. VACATION LEAVE ACCRUAL [84/86; 97/00]

Employees shall accrue vacation leave each bi-weekly pay period. Vacation leave accrual shall be pro-rated for a partial pay period of City employment.

Beginning of	Through end of	Hours Earned Annually
Date of Hire	4th year	88
5th	9th year	120
10th	14th year	160
15th	19th year	180
20th	26th year	200
27th and thereafter		0

The City will count prior full-time law enforcement service as a police officer with another agency towards vacation leave accrual once the employee has been employed by the City for five (5) years. [05/08]

Lateral Police Officers, upon successful completion of the twelve (12) month probationary period, shall be given credit for up to 200 hours of accrued vacation leave they have earned from another P.O.S.T. recognized California law enforcement agency. [Resolution No. 7038]

B. VACATION LEAVE CASH OUT

Police Officers may request to cash out accrued, unused vacation leave at the employee's Regular Rate of Pay, not to exceed 100 hours in any fiscal year. Beginning in December 2022 for vacation leave to be cashed-out in FY 2023, City shall supply an irrevocable cash out request form to be submitted no later than December 15th for the cash out for the following calendar year. Employees may cash out up to between 0%-50% of their annual accrual in July and the balance in December but only to the extent the employee has accrued, unused vacation leave sufficient to cover the leave cash out request. If the employee's vacation leave balance is less than the amount previously designated, the employee's cash-out will be limited to the amount accrued, unused vacation leave at the time of the designated cash out but must meet the designated cash out by year end. Employees who fail to submit a vacation leave cash out request by December 15th will be precluded from cashing out vacation leave in subsequent calendar year.

For Lateral Police Officers, in accordance with Resolution No. 7038, the number of hours of vacation leave, up to the maximum number of 200 hours, that were credited to the Lateral Police Officer upon successful completion of the twelve (12) month probationary period can only be cashed out after five years of service with the South Gate Police Department and is subject to the MOU between the SGPOA and the City in effect at the time the cash out request is made.

C. VACATION LEAVE ACCRUAL LIMIT [05/08]

A Police Officer's unused vacation leave shall not exceed a maximum of four hundred (400) hours at any time.

If Police Officer's accrued unused vacation leave reaches the maximum of four hundred (400) hours, he/she shall cease to accrue vacation leave until such time as

the Police Officer's accrued unused vacation leave is reduced below four hundred (400) hours.

SECTION 3. SICK LEAVE

A. SICK LEAVE ACCRUAL [03/04]

Employees shall accrue six (6) hours of sick leave per bi-weekly pay period (total one hundred fifty-six (156) hours per year). Sick leave accrual shall be pro-rated for a partial pay period of City employment. Lateral Police Officers, upon successful completion of the twelve (12) month probationary period, shall be given credit for up to 400 hours of accrued sick leave they earned from another P.O.S.T. recognized California law enforcement agency. [Resolution No. 7038]

B. SICK LEAVE ACCRUAL LIMIT [03/04]

There shall be no limit on the number of unused sick leave hours a Police Officer may accrue at any time.

C. SICK LEAVE CONVERSION [05/08; 21/25]

The City shall permit Police Officers who are in the final 3 years of an eligible employee's employment before attaining the Normal Retirement Age as defined by IRS regulations and have 20 or more years with the City to convert accrued unused sick leave prior to retirement for the purpose of maximizing the employee's "Catch Up" contributions to Deferred Compensation, as permitted by applicable provisions of the Internal Revenue Code.

The Conversion of accrued unused sick leave hereunder shall be at the employee's Regular Rate of Pay per Article I, Section 8(a). [Side Letter 9/25/07.] This sick leave conversion to deferred compensation is limited to a maximum of 1200 hundred hours for both conversion to deferred compensation and for cash out upon separation. Any remaining sick leave balance above the combined 1200 hour cap can still be converted to retirement service credit pursuant to Government Code Section 20965 to the extent the City maintains that CalPERS contract benefit. Employees hired into the bargaining unit after July 30, 2022, shall not be entitled to convert sick leave to deferred compensation or cash out but may still convert unused sick leave to service credit pursuant to Government Code Section 20965 to the extent the City maintains that CalPERS contract benefit. Recruits in the Academy are not deemed employees for this purpose. Any represented employee that dies prior to retirement shall have their sick leave paid to their beneficiary if the employee has 20 or more years of service at the time of death or if the death was work related.

D. SICK LEAVE CASH OUT UPON SEPARATION [05/08]

Police Officers hired prior to July 1, 1993, shall be permitted to cash out an unlimited number of accrued unused sick leave hours.

Police Officers hired on or after July 1, 1993, but prior to August 1, 2022, shall be permitted to cash out a lifetime maximum of twelve hundred (1200) accrued unused sick leave hours. Cash out of accrued unused sick leave hours shall be at the employee's Regular Rate of Pay, per Article I, Section 8(a). [Side Letter 9/25/07]

This sick leave cash out upon separation is limited to a maximum of 1200 hundred hours for both cash out upon separation and conversion to deferred compensation. Any remaining sick leave hours balance above the combined 1200 hour cap can still be converted to retirement credit to the extent the City maintains that CalPERS contract benefit. Employees hired into the bargaining unit after July 30, 2022, shall not be entitled to convert sick leave to deferred compensation or cash out. Recruits in the Academy are not deemed employees for this purpose.

In addition to the above eligibility requirements, payment to Police Officers for accrued unused sick leave shall be according to the following:

1. 15 - 19 years of City employment

   50% of eligible accrued unused sick leave.

2. 20 years or more of City employment

   100% of eligible accrued unused sick leave.

SECTION 4. BEREAVEMENT LEAVE

Employees shall be allowed time off for the death of an immediate family member, which may be taken any time within ninety (90) days of the family member's passing. This time may be taken non-consecutively at the discretion of the employee. The term "immediate family" is defined as the spouse, domestic partner, child, parent, sibling, grandparent, grandchild, or parent-in-law of the employee or other person as approved by the City Manager or his/her designee.

Upon providing documentation of the death of an immediate family member, the employee shall be entitled to forty (40) hours of bereavement leave, not chargeable to any other leave. If an employee does not provide documentation of death, the employee's time off shall be chargeable first as sick leave and then to any other remaining, accrued leave balance. If the employee uses the bereavement leave consecutively and wishes to extend that leave to another forty (40) hours, he/she may take such additional consecutive leave chargeable as sick leave.

Documentation of death must be provided within 30 days of the first day of the employee's bereavement leave. Such documentation includes, but is not limited to, a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The City shall keep this documentation confidential and shall not disclose it except as necessary to internal personnel or counsel, or if required by law. Failure to provide documentation will result in any time off to be charged against the employee's sick leave and then to any other remaining, accrued leave balance.

SECTION 5. FAMILY AND MEDICAL LEAVE ACT (FMLA)

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to FMLA/CFRA-covered leave. Rights and obligations which are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave: Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement.

B. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

SECTION 6. UNPAID LEAVES OF ABSENCE

A leave of absence without pay which is not covered by state or federal law may be granted only in those cases where an employee's record of service makes it desirable for the City to recognize such service, even at the cost of some inconvenience to the City. The factors which will be considered in evaluating requests for unpaid leaves of absence include, but are not limited to, whether the employee has accrued paid leaves, and prior discipline and counseling received by the employee.

The employee shall submit a written request for an unpaid leave of absence to the Police Chief. In the exercise of his discretion, the Police Chief shall approve or deny an application, and shall notify the employee in writing.

A leave of absence without pay up to ninety (90) calendar days in any one calendar year may be granted by the Police Chief and the Personnel Officer. A leave of absence without pay in excess of ninety (90) calendar days must be approved by the Personnel Officer.

Leaves of absence without pay, other than for illness or injury, may not exceed one hundred eighty (180) calendar days during any three (3) calendar year period. The Police Chief and the Personnel Officer may grant an unpaid medical leave of absence for a maximum period of one (1) year for a bona fide illness or injury. Before being granted an unpaid leave of absence due to illness or injury, an employee must utilize all sick leave; and may, but shall not be required to, use vacation leave.

In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the Police Chief and the Personnel Officer may approve the short term leave with due consideration of the employee's work record.

In the event an unpaid leave of absence does not result in a break in service, the employee's Anniversary Date for purposes of salary step increases shall be delayed for the period of absence; and during the period of absence the employee shall not accrue other benefits, such as, but not limited to seniority, vacation leave, holiday leave, and sick leave.

SECTION 7. JOB RELATED INJURY OR ILLNESS

Employees in the unit are eligible to receive continuation of salary and benefits in accordance with Labor Code section 4850.

ARTICLE V
GRIEVANCE PROCEDURES

The City's Grievance Procedures are outlined in Section 12 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

The parties agree to retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct Step 4 Grievance review and provide a written decision in place of the City's Civil Service Commission, with all other aspects of the grievance hearing remaining the same. The City and the Association shall share the costs of using the ALJ and OAH equally, with each side paying their share as and when required by the neutral, third-party or the OAH. If either party wishes to have a court reporter document the proceedings, then that party shall bear the cost of such court reporter. In the event that both parties wish to have a court reporter document the proceedings, then the parties shall split the cost of such court reporter. Absent alternative agreement between the parties, each party shall bear the costs of any transcript(s), if requested.

ARTICLE VI
DISCIPLINARY PROCEDURES

The City's Disciplinary Procedures are outlined in Section 11 of the City's Rules & Regulations for the Administration of Civil Service Procedures, Resolution No. 6377, adopted on June 24, 1997, as amended by Resolution No. 6871, adopted on February 24, 2003, and Resolution No. 7038, adopted on January 11, 2005.

The parties agree to retain the services of an Administrative Law Judge (ALJ) through the Office of Administrative Hearings (OAH) to conduct the disciplinary action appeal and provide a written decision in place of the City's Civil Service Commission, with all other aspects of the disciplinary hearing remaining the same. The City shall bear the costs of contracting with OAH and using the ALJ. City shall also bear the cost of any court reporter, transcripts or similar recording. No employee shall ever be required to pay any cost of a disciplinary appeal except for their own representation and/or legal counsel.

ARTICLE VII
LAYOFF PROCEDURES

SECTION 1. LAYOFF PROCEDURES

1.1 Layoff

The City Council or City Manager may separate any employee or class of positions without prejudice, because of financial or economic condition of the City, reduction

of work, or abandonment of activities. If the reduction in force is necessary for economic reasons, as a general law city, the City shall observe the seniority rule per Government Code Section 45100 in putting the reduction into effect. The City shall give employees covered by this MOU not less than fifteen (15) calendar days advance notice of lay-off and the reason therefore. However, no full-time employee shall be separated from a department while regular part-time or hourly employees are serving in the same positions in the department.

1.2 Bumping Rights

The employee laid-off shall be entitled to bump to the position in a class in which he/she currently or formerly held a permanent appointment and in which there is an employee with less seniority in the class, if physically and mentally able to perform the duties of the former class. After the City has notified the affected employee and also the position available to the employee, if any, to bump, he/she must notify the Personnel Officer of their intent to exercise the bumping rights within fourteen (14) calendar days of the position and classification in the City which they intend to bump, or the bumping rights shall be barred and waived to the employee. The employee with the least seniority in the class shall be bumped by the person who is laid off. The employee bumped shall be considered as laid-off for the same reason as the person who bumped him/her and shall in the same manner be eligible to bump to a position in a class within the City in which he/she formally had a permanent position.

1.3 Appointment of Laid-Off Employees to Lower Class

The City Manager may approve the appointment of an employee who is to be laid-off to an existing vacancy in a lower class for which he/she is qualified without requiring an examination, provided the appropriate appointing authority so appoints.

1.4 Applicability

These provisions shall apply to all classified positions but shall not apply to unclassified, probationary, hourly, and temporary positions.

1.5 Lay-off List

The lay-off list shall consist of those employees laid-off in the classification ranked in order of seniority. If there is a classification of a lower rank in the same classification series as the position from which the employee was laid-off, that employee's name shall be placed on the lay-off list for each such lower ranked classification.

A laid-off employee shall retain re-employment rights to the classification from which they were laid-off irrespective of their acceptance of reemployment at a lesser rank.

1.6 No Probation and Evaluation of Bumped Employee

Employees who bump or are bumped shall not be required to serve a probationary period and shall be evaluated using the same criteria and process as other fully vested and tenured employees.

The City's labor relations representatives and the Association's representatives have met and conferred in good faith on wages, hours and other terms and conditions of employment for the unit members represented by the Association and have reached agreements which are set forth in this MOU. This MOU, when executed by the City labor relations representatives and the Association representatives, constitutes a joint recommendation therefrom, after ratification of the Association membership, to be submitted to the City Council for its determination and approval by resolution, as the City Council may deem fit and proper. This MOU is of no force or effect unless or until approved and adopted by a resolution of the City Council.

Signature Page to follow.

~ Signature Page~

The City and the Association acknowledge that this Agreement is entered into as of the 4th day of September 2025 and is subject to it being executed by authorized representatives.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Date: _____

SOUTH GATE POLICE OFFICERS' ASSOCIATION:

By: _____
Arturo Macias, President

Date: 09-03-25

By: _____
Brian Hernandez, 1st Vice President

Date: 09/03/25

By: _____
Tony Mendez, 2nd Vice President

Date: 09-03-25

ATTEST:

By: _____
Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

Attachment G

To Resolution No.

TERMS AND CONDITIONS OF EMPLOYMENT

FOR THE

UNREPRESENTED EXECUTIVE MANAGEMENT

EMPLOYEE GROUP

JULY 1, 2025, TO JUNE 30, 2026

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ARTICLE I
GENERAL PROVISIONS

SECTION 1 RECOGNITION AND GENERAL PROVISIONS

The City Manager and the City Council have designated the following positions as falling within the scope of the Unrepresented Executive Management Employee Group ("Executive Management" or "Employees") and, in accordance with the provisions of the Fair Labor Standards Act (FLSA), have designated the following positions as exempt from minimum wage and overtime requirements of the FLSA:

Assistant City Manager
Chief of Police
Director of Administrative Services
Director of Community Development
Director of Human Resources
Director of Parks & Recreations
Director of Public Works

Other classifications may be designated as executive management from time to time as deemed appropriate by the City Manager and the City Council. The City Manager may combine two of the above positions (e.g., Assistant City Manager/Director of Public Works) and the combined position shall remain covered by these Terms and Conditions of Employment.

Employees may be subdivided in these Terms and Conditions of Employment into two categories: ***Sworn employees***, which includes the Chief of Police (hereinafter "Sworn Employees"); and ***Miscellaneous employees***, which includes the Assistant City Manager, Director of Administrative Services, Director of Community Development, Director of Human Resources, Director of Parks & Recreation, and Director of Public Works (hereinafter "Miscellaneous Employees").

The City Manager of the City of South Gate has the authority to appoint, promote, discipline, demote, and remove any offices and employees of the City except the City Clerk, City Treasurer, and the City Attorney, pursuant to the City of South Gate Municipal Code Section 1.06.060 (Power and Duties), of Chapter 106 (City Manager), of Title 1 (Administrative and Personnel).

Employees subject to these Terms and Conditions of Employment must remain in the exclusive employment of the City and not to become otherwise employed while these Terms and Conditions of Employment are in effect, without prior, written approval of the City Manager. The term "employed" shall not be construed to include occasional teaching, writing, or consulting performed outside of normal City business hours, or on Employee's time off with the prior, written approval of the City Manager.

SECTION 2 CURRENT AND SUPPLEMENTAL AGREEMENTS

It is the intent of the City and Employees that these Terms and Conditions of Employment supersedes all previous agreements or understandings either written or oral regarding, but not limited to, matters relating to wages, hours, and terms and conditions of employment between Executive Management employees, as represented by the City Manager, and by the City of South Gate ("City"). These Terms and Conditions of Employment contain the entire understanding between the parties on all matters related to the employees' working conditions, rights, duties, and benefits. No amendment, change, or variation hereof shall be valid or binding unless reduced to writing by the City Manager and approved by the City Council.

SECTION 3 NONDISCRIMINATION

The City and Employees agree that, in applying the terms of these Terms and Conditions of Employment, neither party will discriminate against any employee because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, veteran or military status, political beliefs and affiliations, or union affiliation of any person or from any other reason prohibited by law.

SECTION 4 DURATION

These Terms and Conditions of Employment shall be effective from July 1, 2025, through June 30, 2026, and shall supersede any previous agreements, any amendments, resolutions or side letters thereto, shall become effective only after adoption by the City Council of the City of South Gate. In the event there is no successor agreement in place following June 30, 2025, these Terms and Conditions of Employment shall remain in full force and effect until such time that a successor agreement is ratified and approved by the City Council.

All provisions in these Terms and Conditions of Employment become effective on July 1, 2025, unless an earlier date is approved in a specific provision.

SECTION 5 CITY RIGHTS

A. Except as otherwise specifically provided, the City has and retains the sole and exclusive rights and functions of management, including, but not limited to, the following:

1. To determine the nature, standards, and extend of services to be performed, as well as the right to determine and implement its public function and responsibility.

2. To manage all facilities and operations of the City, including the methods, means, and numbers and kinds of personnel by which the City operations are to be conducted.

3. To contract and/or transfer out work.

4. To direct the working forces, including the right to hire, assign, promote, demote, or transfer any employee.

5. To assign work to and schedule employees in accordance with requirements as determined by the City, and to establish and change work schedules and assignments upon reasonable notice.

6. To discharge, layoff, suspend, demote, reprimand, withhold salary increases and benefits, or otherwise discipline employees in accordance with applicable law.

7. To determine policies, procedures, and standards affecting the selection, training, and promotion of employees.

8. To establish, assess, and implement employee performance standards, including, but not limited to, quality and quantity standards; the assessment of employee performances; and the procedures for said assessment.

9. To establish and enforce dress and grooming standards.

10. To determine time, reasons, methods, and means to relieve its employees from duty because of lack of work, lack of funds, or other lawful reasons.

11. To maintain the efficiency of governmental operations.

12. To determine safety, health, and property protection measures.

13. To determine methods of financing.

14. To determine style and/or types of City-issued wearing apparel, equipment, or technology to be used.

15. To determine and/or change the facilities, methods, technology, means, organizational structure, and size and comparison of the work force, and to allocate and assign work by which the City operations are to be conducted.

16. To determine and change the number of locations, relocations, and types of operations, means, methods, processes, equipment, and materials to be used in carrying out all City functions, including, but not limited to, the right to transfer work out of the unit, contract for, or subcontract any work or operations.

17. To establish, modify, determine, or eliminate job classifications.

18. To take all necessary actions to carry out its mission in emergencies.

19. To exercise complete control and discretion of its organization and the technology of performing its work.

20. To take such other and further action as may be necessary to organize and operate the City in the most efficient and economical manner and in the best interest of the public it serves.

B. Executive management recognizes that the City has and will continue to retain, whether exercised or not, the unilateral and exclusive right to operate, administer, and manage its municipal services and work force, performing those services in all respects subject to these Terms and Conditions of Employment.

SECTION 6 "AT WILL" EMPLOYMENT, TERMINATION AND SEVERANCE PLAN

Employees are "at will" and shall serve at the pleasure of the City Manager pursuant to Section 1.06.060(C) of the South Gate Municipal Code. As such, the City manager may terminate an Employee's employment at any time with or without cause, and with or without advance notice. A newly appointed City Manager may not terminate an Employee without cause until at least six months after the City Council duly appointed him/her to the position.

Employees may be terminated with cause for disciplinary reasons, or without cause or laid-off at the sole discretion of the City Manager. In the event an Employee is terminated without cause by the City at any time the Employee is still willing and able to perform his/her duties, the City shall provide six (6) months' base salary upon termination, less ordinary deductions for taxes and other customary withholdings, provided; however, that said severance payment shall also be deemed as consideration for, and is conditioned upon, a full and complete written release of any and all claims, if any, by the Employee arising out of his/her employment relationship with the City, including a waiver of California Civil Code § 1542. Said release shall not extend to any claim for Workers' Compensation benefits, which the Employee may seek and shall not prohibit him/her in any way from participating in any state or federal administrative action or investigation.

An Employee may be terminated for cause for actions including, but not limited to:

a. Conviction of any illegal act involving personal gain to the employee;
b. Conviction of any felony, irrespective of the charge;
c. Conviction of any misdemeanor involving charges of moral turpitude, fraud or any act of misappropriation of public funds while working for the City, or;
d. As found by the City Council, upon the recommendation of the City Manager, to have:
   (1) Been in gross neglect or dereliction of his/her duties, including willful or repeated violation of the following examples of conduct, which shall constitute cause for disciplinary action up to, and including discharge of an employee:
      a) Willfully or corruptly making any false statements, certificates, marks, ratings, reports, failing to disclose material facts or in any manner committing or attempting any fraud.
      b) Incompetence.
      c) Inefficiency.

d) Neglect of duty.
e) Insubordination.
f) Dishonesty.
g) Violation of City's Drug Free Workplace Policy.
h) Intemperance.
i) Absence without authorized leave.
j) Conviction of a felony or conviction of a misdemeanor involving moral turpitude. A plea or verdict of guilty, or a conviction following a plea of nolo contendere, to a charge of a felony or any offense involving moral turpitude is deemed to be a conviction within the meaning of this Section.
k) Immorality.
l) Discourteous treatment of the public or other employees, including sexual harassment.
m) Improper political activity.
n) Willful disobedience.
o) Misuse of property owned by, leased to, or under the charge of the City.
p) Violation of any of the prohibitions set forth in California Government Code §§ 1090 *et seq.* and § 1126. (Related to conflict-of-interest activities).
q) Refusal to take and subscribe any oath or affirmation that is required by law in connection with employment.
r) Any other failure of good behavior either during or outside of duty hours which is of such a nature that it causes discredit to the City, its officers or employees.
s) Willful injury to persons.
t) Waste of material.
u) Advocating violent overthrow of government. (Government Code Section 1028) "It shall be sufficient cause for the dismissal of any public employee when such public employee advocates or is knowingly a member of the Communist Party or of an organization which during the time of his/her membership he/she advocates overthrow of the Government of the United States or of any state by force or violence."
v) Any unauthorized use of City uniforms.
w) Any violation of City or departmental policies and rules.
x) Violation of City's Discrimination/Harassment Policy.

(2) Misappropriated any assets of the City; or
(3) Failed to accurately state his/her representations or warranties.

The City Manager or his/her designee shall serve on an Employee terminated with cause a written document describing the reason(s) for the employee's termination and the date that the employee will be terminated. The Employee may meet with the City Manager to discuss the basis upon which he/she shall be terminated; however, the City Manager's decision is final and not subject to appeal and/or grievance. An Employee terminated with cause is not entitled to the six-month severance pay as described above for an Employee laid off or terminated without cause.

SECTION 7 DRESS CODE

The parties agree that City dress codes shall be determined by the City Manager in accordance with business necessity.

SECTION 8 IMDEMNIFICATION

To the extend mandated by state and/or federal law, including but not limited to California Government Code §§ 825-825.6, 995-996.6, and other applicable laws, the City shall defend, hold harmless, and indemnify Employee against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Employee's services under these Terms and Conditions of Employment, whether groundless or otherwise, alleged as a public official or private individual, arising out of an alleged act or omission occurring in the performance of the Employee's duties as defined in these Terms and Conditions of Employment. City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon for Employee's activities performed in the course and cop of his/her employment.

SECTION 9 BONDING

The City shall bear the full costs of any fidelity or other bonds required of the Employee under any law or ordinance.

SECTION 10 PERSONNEL RULES AND REGULATIONS

The Employee is subject to the provisions of any personnel rules, regulations, and other policies and procedures governing the terms and conditions of employment whether now in existence or subsequently adopted by the City. Except as to the discipline, disciplinary appeals, notice and termination provisions thereof, such rules, regulations, policies or procedures are incorporated into these Terms and Conditions of Employment by reference and shall govern unless there is a conflict with these Terms and Conditions of Employment.

SECTION 11 PROBATION PERIOD

All Employees are "at will," do not have a probation period, and subject to termination pursuant to the terms outlined in these Terms and Conditions of Employment.

SECTION 12 WORKWEEK AND HOURS

Employees are expected to engage in the hours of work that are necessary to fulfill the obligations of the position, must be available at all times, and must devote a great deal of time outside the normal office hours to the business of the City. The proper performance of duties will require Employees to generally observe normal business hours (currently 7:00 a.m. to 6:00 p.m., Monday through Thursday, including a standard one-hour lunch period), as set by the City and as may be duly revised from time-to-time by the City, and

will also often require the performance of necessary services outside of normal business hours. Employees who are not able to generally adhere to the City's normal business hours shall discuss the reasons with the City Manager.

It is recognized that an Employee's duties may vary day-to-day, week-to-week as a result of the work demands placed on the Employee and the times such work is required to be performed. Employees may be required to work outside of normal office hours to attend to the business of the City and, upon approval of the City Manager, may be permitted to take compensatory time off as deemed appropriate.

SECTION 13 ELECTRONIC CHECK DEPOSIT

The City will continue to provide an electronic check deposit program.

SECTION 14 SUBSTANCE ABUSE

It is appropriate to provide a drug-free workplace through the establishment of policies and procedures that clearly prohibit the use of alcohol and other drugs and their influence on the job, as implemented by the City's Drug and Alcohol Abuse Policy.

SECTION 15 SMOKE FREE POLICY

All City buildings and vehicles shall be considered "smoke free" areas. Employees may smoke on City property only in areas specifically designated for smoking.

ARTICLE 16 EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS

Employees being served with City documents that contain a formal Notice of Acknowledgement of Receipt with a signature line and date for the employee to sign and who are directed to sign such document at the time presented, shall promptly sign and date the Notice of Acknowledgement of Receipt or may be subject to discipline for insubordination for failure to comply with an official directive and for violation of these Terms and Conditions of Employment. Any disciplinary document shall have the following sentence before the signature line: "My signature does not mean that I agree with the contents of this document and does not waive any of my rights."

ARTICLE 17 EXCLUSION FROM CIVIL SERVICE RULES AND REGULATIONS

Employees are "at will" and excluded from the City's civil service rules and regulations pursuant to Section 1.24.105 of the South Gate Municipal Code

ARTICLE II
SALARIES AND ALLOWANCES

SECTION 1 PAY INCREASE IMPLEMENTATION

The City shall make payroll changes for step increases, pay increases, and other compensation changes at the start of the nearest pay period, subject to the Personnel Officer's approval and/or adjustment (due to special circumstances).

SECTION 2 WAGES:

For Fiscal Year 2025-26 and effective September 7, 2025, the salary range and base salary for the positions identified in Article I, Section1, shall be increased by three percent (3.0%)

SECTION 3 MERIT BASED INCREASES

All employees will be placed on the same evaluation schedule with either annual or semi-annual evaluations. Advancement to a higher Step in each Grade will be contingent upon an overall satisfactory or exemplary performance evaluation. Merit increases must be recommended by the City Manager. Should the City Manager fail to complete an evaluation through no fault of the Employee, the Employee will automatically receive any regularly scheduled increase. The City Manager may take affirmative action to withhold a salary step increase if it is determined at the sole discretion of the City Manager that the Employee has not met satisfactory standards. Withholding a salary increase is an administrative action, and not disciplinary, and therefore is not a subject to appeal. Additionally, it is the sole discretion of the City Manager as to when he/she may reconsider a merit increase and any merit increase provided following a withholding is not subject to retroactive pay.

SECTION 4 WITHHOLDINGS

A. Social Security: No contributions are paid by the City or Employees into Social Security.

B. Medicare: For all employees hired after April 1, 1986, a total withholding of 2.9% shall be contributed to Medicare with the City paying 1.45% of the Employee's salary and the Employee paying the remaining 1.45% of his/her salary.

SECTION 5 EDUCATIONAL REIMBURSEMENT

Up to $3,500 for any private or public college or university or recognized professional organization (American Planner Association, Government Finance Officers Association, etc.) annually for enrolling in classes related to their professional development with the City. Such reimbursement shall be pre-approved by the City Manager prior to enrollment by the employee. To be eligible for reimbursement, an employee must obtain a grade of "C" or better (a "Pass" if the class is a pass/fail standard) and shall submit a grade slip or other evidence of successful course completion and appropriate invoices and/or receipts.

For Employees hired on or after January 1, 1993, and who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or before January 1, 2015, the City shall pay for related regional and national professional memberships as approved by the City Manager including renewal of professional licensees related to the position.

SECTION 6 VEHICLE ALLOWANCE

A. Miscellaneous Employees: In lieu of the City providing a vehicle or paying mileage reimbursement for City business use, the employee shall receive $500 per month as a vehicle allowance. The employee shall annually present proof of vehicle insurance and that such coverage shall cover the vehicle operation for city business purposes by said employee. The employee shall also participate in the City's annual DMV verification program. An employee receiving the Vehicle Allowance may not use a City vehicle for any purpose. Employees may use City Electronic Vehicle (EV) charging stations, if available.

B. Sworn Employees: Given the nature of the responsibilities attached to the position of Chief of Police, providing a City-issued vehicle is more appropriate and cost effective as it would require a private vehicle to be outfitted with certain equipment so the Employee can carry out his/her duties as expected. Accordingly, a Sworn Employee will be provided with a vehicle that he/she may use for all work-related purposes, including driving to and from work, trainings, and events.

SECTION 7 COMMUNICATION DEVICES

A. Miscellaneous Employees: In lieu of the City providing a cell phone, the Employee shall receive $120 per month for communication expenses. The employee understands the monthly records of calls may be subject to the California Public Records Act relating to City business items. The City Attorney's Office will make any determination of applicability.

B. Sworn Employees: The Sworn Employee has a choice to either receive the allowance as specified above in Section 7.A. or may receive a City-issued cell phone.

SECTION 8 EDUCATION INCENTIVE PAY

The City shall pay $225 per month for any employee that has obtained a master's degree or higher from a fully accredited university.

SECTION 9 UNIFORM ALLOWANCE (SWORN ONLY)

Sworn Employees may order uniforms from a City-approved vendor for an amount not to exceed $1,200 annually and that the purchase of such uniforms shall be billed directly to the City.

ARTICLE III
FRINGE BENEFITS

SECTION 1 HEALTHCARE INSURANCE

The City provides health coverage through the CalPERS Health Program. Employees receive up to $1,000 + 1.00% of his/her base annual salary, monthly towards mandatory medical and dental coverage, which includes the required CalPERS monthly contribution. In lieu of this benefit, Employees showing proof of enrollment in an alternative group health plan, and annually each year thereafter, may opt out of City health coverage with a cash-in-lieu payment of $900 per month minus any premiums for dental and vision coverage. An employee may designate all or some of the $900 per month cash-in-lieu payment to be deposited into the employee's deferred compensation account.

The City pays for the Employee and up to 2 dependents party HMO Vison plan premium.

SECTION 2 LIFE INSURANCE

The City shall provide $100,000 Life and Accidental Death and Dismemberment Insurance for all Employees subject to these Terms and Conditions of Employment.

SECTION 3 VOLUNTARY LIFE INSURANCE

Eligible employees will be offered the opportunity to purchase life insurance in addition to the life insurance paid for by the City. Currently voluntary life coverage is provided by The Guardian and establishes the terms and conditions regarding coverage; however, the City reserves the right to change insurance carriers for this benefit at its own, independent discretion.

SECTION 4 RETIREMENT

A. CalPERS Pension

Employees will be provided with California Public Employees' Retirement System ("CalPERS") pension benefits consistent with the City's contract with CalPERS, with benefits differing depending on whether the employee is a "classic member" or "new member," as defined by the Public Employee's Pension Reform Act ("PEPRA"). The City will pay the Employer contribution of pension cost and the employee shall pay the Employee contribution of pension costs consistent with CalPERS requirements. The City's CalPERS contract provides for 1959 Survivor Benefit Level 4 and sick leave credit, such that sick leave is converted to service credit upon retirement from the City within four months of employment separation subject to current CalPERS regulations.

1. "Classic Members": For all employees who are "Classic Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following retirement:

a. Miscellaneous Employees: These employees shall receive a retirement pension formula of 2.7% @ 55 calculated using their highest 12 months of income.

b. Sworn Employees: these employees shall receive a retirement pension formula of 3.0% @ 50 calculated using their highest 12 months of income.

2. "New Members": For all employees who are "PEPRA" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following retirement:

a. Miscellaneous Employees: These employees shall receive a retirement pension formula of 2.0% @ 62 calculated using their highest 36 months of income.

b. Sworn Employees: these employees shall receive a retirement pension formula of 2.7% @ 57 calculated using their highest 36 months of income.

B. Employee Contributions

1. Miscellaneous Employees: Miscellaneous Employees will pay the employee's 8% contribution to the retirement plan or as defined by PEPRA. Starting July 1, 2023, all Miscellaneous Employees, "Classic" and "PEPRA" as defined by CALPERS, shall pay an additional 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment and an additional 1% (for a total of 2%) starting January 1, 2025.

2. Sworn Employees: Sworn Employees will pay the employee's 9% contribution to the retirement plan or as defined by PEPRA. Starting July 1, 2023, all Sworn Employees, "Classic" and "PEPRA" as defined by CALPERS, shall pay an additional 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment and an additional 1% (for a total of 2%) starting January 1, 2025.

C. Retiree Medical Insurance

1. Miscellaneous Employees: The City shall continue to cover eligible retirees by the City's Public Employees' Medical & Hospital Care Act (PEMHCA) resolution. Employees are eligible for this benefit if the employee has twenty (20) or more years of service with the City, remains enrolled in a CalPERS medical plan, retires from the City, and remains a CalPERS annuitant. Employees shall receive a medical insurance benefit not to exceed three hundred dollars ($300) per month. This section specifically makes no provision for any dependents of the retiree. The retired employee will continue to have the option to purchase medical insurance for him-/herself and his/her dependents, as currently provided at his/her own expense.

2. Sworn Employees: The City shall continue to cover eligible retirees by the City's Public Employees' Medical & Hospital Care Act (PEMCHA) resolution. Employees are eligible for this benefit if the employee has twenty (20) or more years of service with the City, remains enrolled in a CalPERS medical plan, retires from the City with a normal service retirement, and remains a CalPERS annuitant. In the event the Employee retires with an Industrial Disability Retirement (IDR) with CalPERS, or later converts his/her normal service retirement to an IDR, he/she will no longer be eligible for this benefit. Once eligibility is lost, it cannot be restored under any circumstance. A retiree will be reimbursed for the actual dollar amount for the CalPERS medical insurance coverage he/she selects, fixed at a rate not to exceed the amount of the CalPERS Kaiser-Southern California 2-Party medical insurance monthly premium rate in effect on the date of his/her retirement.

3. The City agrees to notify employees of the need to enroll or remain in a CalPERS medical benefit plan to receive this benefit at the time the employee submits the "Intent to Retire" packet.

SECTION 5 DEFERRED COMPENSATION

The City currently offers deferred compensation plans to employees, enrollment in such plans is voluntary, and on an ongoing basis.

A. For employees hired on or before December 31, 1989: The City shall match Employee contributions up to $100 per month.

B. For employees hired on or after January 1, 1990: The City shall match Employee contributions up to $550 per month.

SECTION 6 FITNESS

A. All Employees shall receive a family membership (spouse and dependent children) at the South Gate Sports Center in the South Gate Park that will be provided at no cost and includes access to the golf course and swimming pool. This membership includes free access to all Park facilities that are open to the public, but excludes City sponsored classes that require a fee.

B. All Employees are also eligible to participate in the City's Employee Assistance Plan ("EAP") Program.

C. Physical Fitness Program: All Sworn Employees shall receive special compensation of $600 each April and October for passing the Police Department's Physical Fitness Test ("PFT") in any one of the following areas: (1) cycling, (2) three-mile walk, or (3) one and one-half mile run. The Police Department conducts fitness testing two (2) times a year. Scores are based upon the Sworn Employee's gender, age, and PFT performance. Those who successfully complete their assigned segment of the "Baker to Vegas Run" are deemed to have passed the test in lieu of taking the fitness test in

April of that particular year. A score of "good" or better shall be deemed a passing score to entitle the recipient to receive the $600 payments described herein. Employee participation in this Physical Fitness Program is voluntary.

SECTION 7 LONG TERM DISABILITY

A. For Employees hired on or before December 31, 1992, or who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or before December 31, 2014: The City pays for Long Term Disability Insurance through Reliance Standard (or whichever other company the City may contract for similar services) for long term disability coverage.

B. For Employees hired on or after January 1, 1993, and who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or after January 1, 2015: The City pays 50% of the plan cost, should the employee choose to participate in CalPERS (or successor) offered program.

ARTICLE IV
LEAVE POLICIES

SECTION 1 HOLIDAY LEAVE

A. Entitlement

Employees who are on the payroll as of July 1st of each Fiscal Year shall be credited with appropriate Holiday Leave per Section B (below). Employees in the bargaining unit hired after the 1st of each Fiscal Year will be credited as of the date of hire with ten (10) hours of holiday leave for each designated holiday remaining in the Fiscal Year. Although the holiday leave is credited, it is not considered earned until the day of the observed holiday.

Entitled employees may be absent from work but nevertheless receive compensation at the employee's then current rate of pay on either (a) the holidays designated below; or (b) days otherwise scheduled in advance and agreed upon between the employee's supervisor and the employee.

Entitled employees shall earn Holiday Leave in increments of ten (10) hours if the employee is working or on paid leave both as the holiday occurs during the calendar year, and at the commencement of the day following the designated holiday. Holiday leave time used shall be deducted from the hours credited in increments according to the employee work schedule.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year. Any unused Holiday hours not used at the conclusion of the last full pay period of each fiscal year are deemed lost, and employees shall not receive compensation for any unused Holiday hours.

B. Holiday Observance/Hours

Each fiscal year the City shall observe the following named Holidays:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
César Chávez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Thanksgiving Day	Fourth Thursday of November
Christmas Eve	December 24th
Christmas Day	December 25th

Each fiscal year, all employees shall receive 130 hours of paid Holiday Leave subject to "Section IA, Article IV." The City will observe the ten (10) days set forth above, plus thirty (30) additional hours each year. The thirty (30) additional hours will be applied to

effectuate a full week of closure between Christmas and New Year's Day. In the event that less than thirty (30) hours is necessary to effectuate the full week of closure, the balance of the 30 hours will be observed as floating day(s). In the event 30 hours is insufficient to cover the holiday closure period, employees will use accrued vacation, compensation, administrative leave, and/or leave without pay.

The City will review the holidays above in April of each year and determine the date each holiday will be observed for the coming fiscal year, which shall be issued by the Personnel Officer as the Holiday Schedule.

Employees are required to be off work on City-observed holidays. Any such employee who works on an observed holiday shall earn his/her regular rate of pay and defer any unused holiday hours to be used at a later time.

Holidays that fall on Friday or Saturday become floaters. Holidays that fall on Sunday are observed on Monday. If two-day holidays fall on Sunday/Monday, then holidays are observed Monday/ Tuesday.

An employee shall not receive compensation for holidays that occur after his/her date of separation.

SECTION 2 VACATION

A. Each employee shall earn vacation in the following manner:

1. Employees hired on or before December 31, 2014: Employees hired on or before December 31, 2014, shall earn vacation at a rate of 160 hours per year, or 6.15 hours per pay period. Accrued but unused vacation may be carried over from year to year with no cap on the number of hours an Employee may accrue.

2. Employees hired on or after January 1, 2015:

One (1) to four (4) years of service:	120 hours annually
Five (5) to nine (9) years of service:	160 hours annually
Ten (10) or more years of service:	200 hours annually

Accrued but unused vacation may be carried over from year to year; however, the maximum allowable vacation accrual is three hundred and fifty (350) hours for Miscellaneous Employees and four hundred (400) hours for Sworn Employees. If an employee's vacation accrual is at the maximum level, the employee will not accrue additional vacation until the employee's vacation accrual is below the maximum level.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of his/her actual accumulated vacation leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. In order to be eligible to

convert a portion of accumulated vacation leave to cash, an employee must maintain one hundred (100) hours of vacation leave within the employee's account balance after any distribution has been made. Said employee shall be entitled to request a cash distribution as follows:

1. Miscellaneous Employees:

    a. Employees hired on or before December 31, 1989: Up to eighty (80) hours and shall be paid the first payroll period in the following May.

    b. Employees hired on or after January 1, 1990: Up to forty (40) hours and shall be paid the first payroll period in the following May.

2. Sworn Employees: Up to one hundred (100) hours and shall be paid the first payroll period in the following May.

C. Upon separation of employment, Employees shall be entitled to a cashout of all unused vacation, which shall be paid at the employee's FLSA hourly rate of pay on the date of his/her separation.

SECTION 3 SICK LEAVE

A. Entitlement

Employees shall earn one hundred twenty (120) hours of sick leave per year prorated by pay period (4.62 hours/pay period). Accrued but unused sick leave may be carried over from year to year with no cap on the number of hours an Employee may accrue. The use of sick leave is to provide the Employee paid time off when he/she is sick or injured; however, the Employee may also use sick leave to attend dental or medical appointments for him-/herself and/or his/her dependents, for purposes permitted under the FMLA/CFRA/PDL, and for any other purpose authorized under the terms of these Terms and Conditions of Employment.

B. Sick Leave Program

1. Illness or Injury Leave Notification and Verification Procedure: In the event of an absence due to illness or injury, employees must notify the City Manager prior to or at the beginning of their shift starting time. Employees who are incapacitated must notify the City Manager at the earliest possible time and may have a spouse or other person contact the City Manager within the time limit specified above.

2. Employees who become ill or injured while working on the job must request approval from the City Manager to leave work. Those employees injured on the job must file a "First Report of Injury" form and receive authorization for medical treatment from the City Manager.

The notification to the City Manager must include a reason for the absence that is in accordance with current law and an estimated return date. This information will be logged for future reference.

3. Failure to notify the City Manager will result in the forfeiture of the sick leave for the period of absence and may result in disciplinary action.

4. All absences not due to illness or injury must be requested as noted in the appropriate leave sections.

5. Verification - In the event that employees have, in the City Manager's sole opinion, an absenteeism problem, an excessive use of sick leave, or have a suspicious absence of three days or longer or group of absences, the City Manager may attempt to verify the absence or proper use of sick leave by any of the following:

    a. Telephoning the employee at home (or appropriate location).
    b. Visiting employee at home.
    c. A sub-rosa investigation.
    d. A medical evaluation at the City's expense, or
    e. A medical evaluation at the employee's expense (A licensed physician must complete the medical evaluation that must include the reason for the absence and permission to return to work.

6. Where an excessive absenteeism pattern has been established without clear justification for said leave, the City Manager may schedule a counseling session to determine the reasons or justification for the excessive use. The Personnel Officer shall conduct the counseling session and other attendees of the session shall include the employee, a representative chosen by the employee, if any, and the department representatives. This session shall be documented by a written summary of the abuse problems and discussion. The Personnel Officer shall issue the summary and a copy distributed to attendees of the session and to the affected employee's Personnel file. The purpose of the counseling session is to improve the employee's attendance and/or warn the employee about the consequences of continued abuse. If there is a specific abuse that warrants discipline, or if the above counseling session does not correct abuses, then action will be taken to correct the abuse problem through the discipline process.

C. Sick Leave Advances

The City will not provide advances in sick leave when an employee has depleted his/her sick leave balances.

D. Sick Leave Payoff

1. Sick leave accrual shall remain unlimited. An Employee hired on or before December 31, 1992, shall be cashed out at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from

employment. For employees hired on or after January 1, 1993, and on or before December 31, 2002, the sick leave "payoff" shall be limited to 600 hours at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from employment. For employees hired on or after January 1, 2003, and on or before December 31, 2021, the sick leave "payoff" shall be limited to 450 hours at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from employment. Employees hired on or after July 1, 2022, shall not be entitled to sick leave cash-out option upon separation. Sick leave will remain available for conversion for all Employees upon retirement to CalPERS service credit as then allowed by the City's CalPERS contract. Employees whose separation is for any reason other than retirement, termination without cause, or layoff shall not be entitled to any sick leave cash out.

In order for an employee to qualify for this Sick Leave Payoff provision, the employee must have at least 15 years of continuous service to the City of South Gate and retire from both the City and from CalPERS.

The calculation of the hourly rate a retired employee shall receive under this payoff provision shall be as follows:

15 - 19 years of service - 50% of FLSA hourly rate.

20 – 24 years of service - 75% of FLSA hourly rate.

25 years or more of service - 100% of FLSA hourly rate.

For an employee with 25 or more years of service to the City and within three years of a declared retirement, he/she may enter in a two phase payout agreement, wherein the employee shall be paid 50% of his/her total accrued sick leave upon entering into a payout agreement. One year following the first payment of the agreement or on the date of the employee's retirement, whichever comes first, the employee's remaining balance of total accrued sick leave shall be paid. The payout amount shall be determined as the employee's hourly base rate at the time the payment is made.

For example, if an employee were to enter into an agreement under the terms of this provision on October 1, 2025, with 300 hours of sick leave, the first payment of 150 hours will be paid on the employee's next paycheck. The remaining balance of the employee's sick leave shall then either be paid out on the paycheck following October 1, 2026, or as part of the payment of accrued leave upon retirement, whichever occurs first.

Upon entering into the agreement, the employee may request that all or a portion of the payment be to his/her deferred compensation account up to the amount permitted by IRS regulations.

An employee who remains employed with the City beyond the date initially

anticipated in the Agreement, shall have his/her total accrued sick leave cashed out in the last pay period of each fiscal year with the exception of 80 hours, which shall remain as available sick leave until such time the employee retires.

Employees interested in this arrangement shall contact the Human Resources Department to prepare an agreement, which shall be signed by the employee and the City Manager. This payoff agreement may be executed at any time during the 2025/26 Fiscal Year.

SECTION 4 JURY DUTY

Employees who are called for Jury Duty shall be entitled to full salary while serving on a jury. Employees are obligated to provide the City with proof of service each pay period. Failure to provide proof of jury service will result in the Employee using his/her own accrued leave in the following order until extinguished: vacation leave, administrative leave, and personal/emergency leave.

SECTION 5 LEAVE WITHOUT PAY

A leave of absence without pay, up to ninety (90) calendar days in any calendar year, may be granted upon the approval of the City Manager. In the case of a bona fide illness or injury, a medical leave may be granted up to a maximum of one (1) year upon the approval of the City Manager. In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the City Manager may approve the short term leave with due consideration of the employee's work record (with possible counseling or discipline considerations). All applications for leaves of absence without pay shall be submitted to the City Manager on a Personnel Transaction Form. The City shall have sole discretion whether to grant a leave of absence without pay and the City's decision is not subject to grievance and/or appeal.

A. Catastrophic Illness/Injury

If an employee is diagnosed by a qualified Doctor of Medicine to have a catastrophic illness (in a state of total disability from cancer, heart attack, AIDS, etc.) or has a catastrophic injury (an injury that totally disables an employee for an extended period of time), the employee may be entitled to extended health benefit coverage (Medical, Dental, & Life ins.) provided by the City (in the same fashion normally provided to the employee). This benefit requires the approval of the City Manager, and is applicable when the employee's leave benefits are exhausted, under the following formula:

Years of Full-Time City Employment	Months of Continued Coverage
After (2) years	3 months
After 4) years	6 months
After (7) years	9 months
After (10) years	12 months

SECTION 6 MATERNITY LEAVE

The application of the maternity leave policy is subject to applicable State and Federal laws. The employee may use accrued paid or unpaid leave as appropriate.

SECTION 7 FAMILY MEDICAL LEAVE ACT /CALIFORNIA FAMILY RIGHTS ACT

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to sick leave. Rights and obligations that are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave - Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

B. Use of Accrued Leaves While on Leave - If a member requests leave for any reasons permitted under the law, that person must exhaust all accrued leaves in connection with the leave. The exhaustion of accrued leave will run concurrently with the leave.

SECTION 8 BEREAVEMENT

Employees shall be allowed time off for the death of an immediate family member, which may be taken any time within ninety (90) days of the family member's passing. This time may be taken non-consecutively at the discretion of the employee. The term "immediate family" is defined as the spouse, domestic partner, child, parent, sibling, grandparent, grandchild, or parent-in-law of the employee or other person as approved by the City Manager or his/her designee.

Upon providing documentation of the death of an immediate family member, the employee shall be entitled to forty (40) hours of bereavement leave, not chargeable to any other leave. If an employee does not provide documentation of death, the employee's time off shall be chargeable first as sick leave and then to any other remaining, accrued leave balance. If the employee uses the bereavement leave consecutively and wishes to extend that leave to another forty (40) hours, he/she may take such additional consecutive leave chargeable as sick leave.

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Documentation of death must be provided within 30 days of the first day of the employee's bereavement leave. Such documentation includes, but is not limited to, a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The City shall keep this documentation confidential and shall not disclose it except as necessary to internal personnel or counsel, or if required by law. Failure to provide documentation will result in any time off to be charged against the employee's sick leave and then to any other remaining, accrued leave balance.

SECTION 9 JOB RELATED INJURY OR ILLNESS

In the event of an absence due to a job-related injury or illness, any employee who is entitled to disability payments under Workers' Compensation laws shall receive from the City the difference between such disability payments and his/her full salary for the period of absence up to a maximum of four hundred eighty (480) hours for any one injury or illness. This period of four hundred eighty (480) hours shall not be deducted from accumulated sick leave. However, any relapse at a later date shall not be compensable under this provision, although the same may be chargeable against accumulated, unused sick leave, if any.

SECTION 10 MILITARY LEAVE

Military leave is restricted to normally required active duty and does not apply to such matters as weekend drills, etc. Leaves of absence for active military training, service, or other active duty obligations shall be granted in accordance with California and Federal law. Applicable laws shall govern compensation, reemployment, seniority and other rights and privileges. In order to verify the right to such leave, the employee shall cause a copy of his/her orders to and from military duty to be filed with the City's Personnel Officer. Military Leave is recorded on the employee's time sheet and approved by the City Manager. Employees are entitled to receive a maximum of eighty (80) hours of paid leave per fiscal year for annual military training. Employees are entitled to receive up to an additional thirty (30) days (300 hours) of paid military leave if they are called to active duty (other than annual training) in the National Guard or one of the branches of the U.S. Military.

SECTION 11 ADMINISTRATIVE LEAVE

A. Employees will be provided Administrative Leave as follows:

1. Employees hired on or before December 31, 1989, or appointed to an Executive Management position on or before December 31, 2014: Employees hired on or before December 31, 1989, or appointed to an Executive Management position on or before December 31, 2014, shall receive one-hundred and twenty (120) hours per year of Administrative Leave, which shall be accrued at a rate of 4.62 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year(s) without any cap on the maximum amount an Employee may accrue.

2. Employees hired on or after January 1, 1990, and before December 31, 1992, and appointed to an Executive Management position on or after January 1, 2015: Employees hired on or after January 1, 1990, and before December 31, 1992, and appointed to an Executive Management position on or after January 1, 2015, shall receive one-hundred (100) hours per year of Administrative Leave, which shall be accrued at a rate of 3.85 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year(s) without any cap on the maximum amount an Employee may accrue.

3. Employees hired on or after January 1, 1993, and appointed to an Executive Management position on or after January 1, 2015: Employees hired on or after January 1, 1993, and appointed to an Executive Management position on or after January 1, 2015, shall receive one hundred (100) hours per year of Administrative Leave, which shall be accrued at a rate of 3.85 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year, but at no time shall an employee maintain a balance of Administrative Leave greater than two hundred (200) hours. No administrative leave shall accrue beyond the established two hundred (200) limit until the leave balance falls below that limit.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of his/her accumulated leave to cash out shall notify the Personnel Officer in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. Said employee shall be entitled to request a cash distribution and shall be paid the first payroll period the following May based on the following criteria:

1. For employees hired on or before December 31, 1992, or appointed to an Executive Management position on or before December 31, 2014: The employee shall be able to request a cash distribution of up to eighty (80) hours of accrued leave at the hourly rate of base pay then existing.

2. For employees hired on or after January 1, 1993, and on or before December 31, 2023, and appointed to an Executive Management position on or after January 1, 2015: The employee shall be able to request a cash distribution of up to forty (40) hours of accrued leave at the hourly rate of base pay then existing.

C. Upon separation from the City, an employee is eligible for a cash out of all Administrative Leave at the Employee's hourly rate of pay existing on the date of his/her separation.

D. Pre-Retirement Cash-Out

For an employee hired on or before December 31, 2014 and who is within three or less years of his/her normal CalPERS retirement age (e.g., 50, 55, 57, or 62), he/she may enter into an irrevocable three-year payout agreement, wherein the employee

shall be paid 33% of his/her total accrued administrative leave in the last pay period of the fiscal year in which the agreement was entered. One year following the first payment of the agreement, in the last pay period of the following fiscal year, the Employee shall be paid 50% of his/her remaining total accrued sick leave balance. Two years following the first payment of the agreement and one year following the second payment of the agreement, in the last pay period of the following fiscal year or on the date of the employee's retirement, whichever comes first, the employee's remaining balance of total accrued sick leave shall be paid. The payout amount shall be determined as the employee's hourly base rate at the time the payment is made. Once these Terms and Conditions of Employment are entered and the Employee separates for any reason other than for termination with cause, he/she shall be paid the remaining balance of his/her accrued administrative leave at his/her FLSA hourly rate of pay then existing on the date of his/her separation from the City.

For example, if an employee were to enter into an agreement under the terms of this provision in May 2024 with 900 hours of administrative leave, the first payment of 300 hours will be paid at in the last pay period in June of fiscal year 23/24. During the last pay period of June 2025, half of the remaining 600 hours shall be paid out. If the employee were to then retire on November 30, 2025, the remaining 300 hours shall be paid out.

Upon entering into the agreement, the employee may request that all or a portion of the payment be to his/her deferred compensation account up to the amount permitted by IRS regulations.

An employee who remains employed with the City beyond the date initially anticipated in the agreement, shall have his/her total accrued administrative leave cashed out in the last pay period of each fiscal year.

Employees interested in this arrangement shall contact the Human Resources Department to prepare an agreement, which shall be signed by the employee and the City Manager. This payoff agreement may be executed at any time during the 2023/24 Fiscal Year.

SECTION 12 PERSONAL BUSINESS LEAVE

An Employee may use up to 50 hours in any calendar year as "Personal Business Leave," which shall be taken out of the Employee's accrued sick leave bank for any reason.

ARTICLE V
IMPLEMENTATION OF TERMS AND CONDITIONS

SECTION 1 MODIFICATIONS

Any modification to these Terms and Conditions of Employment must be in writing and approved by the City Council in order for it to be effective.

SECTION 2 EFFECT OF WAIVER

The failure of any party to these Terms and Conditions of Employment to insist on strict compliance with any of the terms, covenants or conditions shall not be deemed a waiver of that term, covenant or condition. Nor shall any waiver or relinquishment of any right or power at one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

SECTION 3 ENTIRETY

Each Executive is on notice that no representations, inducements, promises, agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreements, statements or promises not contained or referenced in these Terms and Conditions of Employment shall be valid or binding on either party.

Office of the
South Gate City Clerk
SEP 18 2025
FILED
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City of South Gate
CITY COUNCIL
AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Human Resources**

Human Resources Director: *Jon Hamilton* ***City Manager:*** *Rob Houston*

SUBJECT: RESOLUTION TO APPROVE AND ADOPT AN UPDATED CONSOLIDATED SALARY SCHEDULE FOR ALL FULL-TIME EMPLOYEES AND SELECTED PART-TIME EMPLOYEES WITHIN CALPERS GUIDELINES

PURPOSE: To approve and adopt an updated consolidated pay schedule for all full-time and selected part-time employees within the California Public Employee Retirement System (CalPERS) guidelines.

RECOMMENDED ACTION: The City Council will consider adopting a Resolution approving and adopting an updated consolidated pay schedule for all full-time and selected part-time employees within the CalPERS guidelines.

FISCAL IMPACT: There is no fiscal impact to the Fiscal Year 2025-2026 Adopted Budget.

ANALYSIS: None.

BACKGROUND: During the course of the current fiscal year, there have been several pay adjustments resulting from labor agreements, state law mandates, contract negotiations, budget approvals and reevaluations of pay, the latest of which was the approval of the City's employee Associations' MOUs and the Terms and Conditions of Employment of the Unrepresented Executive Management Group. The attached consolidated salary schedule reflects all changes made to employees' salaries and wages since the beginning of Fiscal Year 2025/26.

The consolidated salary schedule under consideration of approval by the City Council contains the 3.0% cost-of-living wage increases to all full-time employees with an effective date of September 7, 2025, and an adjustment in the full-time equivalent part-time positions to ensure their hourly rates remain in parity with their full-time counterparts with an effective date of October 5, 2025, or the first day of the first full pay period following approval and adoption of this proposed resolution.

Additionally, there is correction of Life Guard, Swim Instructor, and Senior Life Guard hourly rates to be tied to the Recreation Leader series of job classifications and, therefore, these positions

are retitled to Recreation Leader II (Life Guard), Recreation Leader III (Swim Instructor), and Recreation Leader IV (Senior Life Guard).

Further, CalPERS, pursuant to its interpretation of the California Code of Regulations § 570.5 of the Public Employees' Retirement Law (PERL), as outlined in its January 8, 2020 Circular Letter, recommends that all CalPERS employers maintain their compensation levels in *one* publicly available document, approved and adopted by the governing body, which must meet all of the following criteria:

1) Has been duly approved and adopted by the employer's governing body in accordance with the requirements of applicable public meetings laws;
2) Identifies the position title for every employee position;
3) Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posed on the employer's internet website;
6) Indicates an effective date and date of any revisions;
7) Is retained by the employer and available for public inspection for not less than five years; and
8) Does not reference another document in lieu of disclosing the pay rate.

Under the PERL and the Public Employees' Pension Reform Act of 2013 (PEPRA), earnable compensation and pensionable compensation are determined in accordance with the amounts identified on a publicly available pay schedule as adopted and approved by the City Council. If an employer were to fail to meet with requirements of Section 570.5 as stated above, the CalPERS Board may determine at its sole discretion an amount that will be considered as a pay rate in determining what a retiree's earnable income will be, which will never be higher than the amount stated on the comprehensive salary schedule. As a result, publicly available pay schedules are required by CalPERS and are a critical component to verify all members' pay rates when calculating members' retirement benefits. Finally, maintaining a compliant publicly available pay schedule will support transparency and expedite CalPERS' review process. Failure to provide CalPERS with a compliant publicly available pay schedule may result in a retirement benefit being delayed and/or reduced.

Therefore, the purpose of approving this resolution is to update the current Consolidated Salary Schedule to reflect the changes as authorized by the City Council in this agenda item and to comply with the PERL.

ATTACHMENTS: A. Proposed Resolution
B. Consolidated Salary Schedule)

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORIA, APPROVING AND ADOPTING AN UPDATED CONSOLIDATED SALARY SCHEDULE FOR ALL FULL-TIME EMPLOYEES AND SELECTED PART-TIME EMPLOYEES WITHIN CALPERS GUIDELINES

WHEREAS, on July 22, 2025, the City Council approved and adopted the Fiscal Year 2025-2026 Budget, which contained, *inter alia*, several personnel additions and pay adjustments;

WHEREAS, over the course of the current fiscal year, the City Council approved increases to full-time, part-time, and hourly salaries and wages resulting from labor agreements, state law mandates, contract negotiations, and reevaluations of pay;

WHEREAS, the California Public Employee Retirement System (CalPERS) interprets the California Code of Regulations § 570.5 of the Public Employees' Retirement Law (PERL) to require that all CalPERS employers maintain their compensation levels in one publicly available document, approved and adopted by the governing body;

WHEREAS, the City has complied with the PERL by approving and adopting the consolidated salary schedule in accordance with the requirements of its public meetings laws;

WHEREAS, the Consolidated Salary Schedule identifies the position title of every employee position, shows the rate of pay for each identified position as multiple amounts within a range, that the elected officials' and full-time employees' time base is indicated as a monthly rate, and that part-time employees' time base is indicated as an hourly rate;

WHEREAS, the City shall post the Consolidated Salary Schedule on its internet website;

WHEREAS, the effective date of the Consolidated Salary Schedule shall be September 7, 2025 for all full-time positions and October 5, 2025 for all part-time positions; and

WHEREAS, the Consolidated Salary Schedules shall be maintained by the City and available for public inspection for not less than five years from the effective date of the approval and adoption of the Consolidated Salary Schedule.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council does hereby approve and adopt the proposed, updated Consolidated Salary Schedule attached hereto as Exhibit "A."

SECTION 3. The City Clerk shall certify the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **23rd** day of **September 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

Attachment B

Consolidated Salary Schedule
Full-Time Classifications (Monthly $*)
Effective 09-07-2025

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
614	PMMA	NE	ACCOUNTANT		7,188	7,547	7,925	8,321	8,737
661	DMA	E	ACCOUNTING & FINANCE MANAGER		10,351	10,869	11,412	11,983	12,582
601	PMMA	NE	ADMINISTRATIVE ASSISTANT		5,714	6,000	6,300	6,615	6,945
512	MEA	NE	AQUATICS COORDINATOR		4,641	4,873	5,117	5,373	5,642
609	PMMA	E	AQUATICS SUPERVISOR		6,726	7,063	7,416	7,787	8,176
711	TOP	E	ASSISTANT CITY MANAGER/DIRECTOR OF PUBLIC WORKS		15,901	16,696	17,531	18,408	19,328
615	PMMA	NE	ASSISTANT ENGINEER		7,234	7,595	7,975	8,374	8,793
636	PMMA	NE	ASSISTANT PLANNER		6,405	6,725	7,062	7,415	7,786
622	PMMA	NE	ASSOCIATE ENGINEER		8,297	8,712	9,147	9,605	10,085
637	PMMA	NE	ASSOCIATE PLANNER		7,455	7,828	8,219	8,630	9,062
661	DMA	E	BUDGET & FINANCE MANAGER		10,351	10,869	11,412	11,983	12,582
610	PMMA	NE	BUDGET & PAYROLL ANALYST		6,817	7,158	7,516	7,892	8,286
551	MEA	NE	BUILDING INSPECTOR		6,409	6,729	7,065	7,419	7,790
650	DMA	E	BUILDING OFFICIAL		11,109	11,664	12,247	12,860	13,502
510	MEA	NE	BUSINESS LICENSE CLERK		4,539	4,766	5,005	5,255	5,518
541	MEA	NE	BUSINESS LICENSE INSPECTOR		5,714	6,000	6,299	6,614	6,945
800	Elected	E	CITY CLERK		7,710	-	-	-	-
999	Elected	NE	CITY COUNCIL MEMBER		1,900	-	-	-	-
500	MEA	NE	CITY HALL RECEPTIONIST		3,818	4,008	4,209	4,419	4,640
701	TOP	E	CITY MANAGER		25,133	-	-	-	-
633	PMMA	E	CITY TRAFFIC ENGINEER		11,398	11,967	12,566	13,194	13,854
999	Elected	NE	CITY TREASURER		1,900	-	-	-	-
511	MEA	NE	CIVILIAN CUSTODY OFFICER		4,603	4,833	5,075	5,329	5,595
504	MEA	NE	CLERICAL ASSISTANT		4,199	4,408	4,629	4,860	5,103
504	MEA	NE	CLERK SERVICES ASSISTANT		4,199	4,408	4,629	4,860	5,103
526	MEA	NE	CLERK SERVICES COORDINATOR		5,181	5,440	5,712	5,998	6,298
541	MEA	NE	CODE ENFORCEMENT OFFICER		5,714	6,000	6,299	6,614	6,945
615	PMMA	E	CODE ENFORCEMENT SUPERVISOR		7,234	7,595	7,975	8,374	8,793
504	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN I		4,199	4,408	4,629	4,860	5,103
518	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN II		4,827	5,068	5,322	5,588	5,867
537	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN III		5,562	5,841	6,133	6,439	6,761
610	PMMA	NE	COMMUNITY ENGAGEMENT MGT. ANALYST		6,817	7,158	7,516	7,892	8,286
511	MEA	NE	COMMUNITY SERVICES OFFICER		4,603	4,833	5,075	5,329	5,595
516	MEA	NE	COURT LIAISON OFFICER		4,758	4,996	5,245	5,508	5,783
612	PMMA	NE	CRIME ANALYST		6,900	7,245	7,607	7,988	8,387
513	MEA	NE	CRIME PREVENTION SPECIALIST		4,683	4,917	5,163	5,421	5,692
632	PMMA	NE	CRIME SCENE FORENSIC SPECIALIST		7,729	8,115	8,521	8,947	9,394
510	MEA	NE	CUSTOMER SERVICE REPRESENTATIVE		4,539	4,766	5,005	5,255	5,518
659	DMA	E	DEPUTY CITY ENGINEER		13,034	13,686	14,371	15,089	15,843
650	DMA	E	DEPUTY DIRECTOR OF FINANCE		11,109	11,664	12,247	12,860	13,502
650	DMA	E	DEPUTY DIRECTOR OF HUMAN RESOURCES		11,109	11,664	12,247	12,860	13,502
655	DMA	E	DEPUTY DIRECTOR OF PARKS & RECREATION		9,859	10,352	10,870	11,413	11,984
662	DMA	E	DEPUTY DIRECTOR OF PUBLIC WORKS-FIELD OPERATIONS		13,034	13,686	14,371	15,089	15,843
704	EXEC	E	DIRECTOR OF ADMINISTRATIVE SERVICES		15,901	16,696	17,531	18,408	19,328
703	EXEC	E	DIRECTOR OF COMMUNITY DEVELOPMENT		15,711	16,497	17,322	18,188	19,097
705	EXEC	E	DIRECTOR OF HUMAN RESOURCES		15,671	16,455	17,277	18,141	19,048
706	EXEC	E	DIRECTOR OF PARKS & RECREATION		13,859	14,552	15,279	16,043	16,845
710	EXEC	E	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER		15,901	16,696	17,531	18,408	19,328
629	PMMA	E	ELECTRIC & GEN MAINT SUPERINTENDENT		9,858	10,351	10,868	11,412	11,982
565	MEA	NE	ELECTRICAL SUPERVISOR		7,762	8,150	8,557	8,985	9,434
520	MEA	NE	ELECTRICIAN I		5,011	5,262	5,525	5,801	6,091
540	MEA	NE	ELECTRICIAN II		5,691	5,976	6,274	6,588	6,918
550	MEA	NE	ENGINEERING TECHNICIAN		6,352	6,670	7,003	7,353	7,721
626	PMMA	E	EQUIPMENT MAINTENANCE SUPERINTENDENT		8,722	9,158	9,616	10,097	10,602
533	MEA	NE	EQUIPMENT MECHANIC		5,390	5,659	5,942	6,239	6,551
535	MEA	NE	EQUIPMENT OPERATOR		5,531	5,808	6,098	6,403	6,723
554	MEA	NE	EQUIPMENT SUPERVISOR		6,912	7,258	7,621	8,002	8,402
851	PMMA	NE	EXECUTIVE ASSISTANT		7,015	7,365	7,734	8,120	8,526
851	PMMA	NE	EXECUTIVE ASSISTANT TO CITY ATTORNEY		7,015	7,365	7,734	8,120	8,526
851	PMMA	NE	EXECUTIVE ASSISTANT TO CITY MANAGER		7,015	7,365	7,734	8,120	8,526

Consolidated Salary Schedule

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
851	PMMA	NE	EXECUTIVE ASSISTANT TO POLICE CHIEF		7,015	7,365	7,734	8,120	8,526
545	MEA	NE	FACILITIES MAINTENANCE LEAD TECHNICIAN		5,971	6,270	6,583	6,912	7,258
542	MEA	NE	FACILITIES MAINTENANCE SPECIALIST		5,838	6,130	6,437	6,758	7,096
506	MEA	NE	FACILITIES MAINTENANCE TECHNICIAN I		4,314	4,530	4,756	4,994	5,244
516	MEA	NE	FACILITIES MAINTENANCE TECHNICIAN II		4,758	4,996	5,245	5,508	5,783
632	PMMA	NE	FAMILY VIOLENCE PROGRAM COORDINATOR		7,729	8,115	8,521	8,947	9,394
555	MEA	NE	GENERAL MAINTENANCE FOREMAN		6,996	7,346	7,713	8,099	8,504
545	MEA	NE	GRAFFITI LEAD WORKER		5,971	6,270	6,583	6,912	7,258
502	MEA	NE	GRAFFITI REMOVAL WORKER		4,101	4,307	4,522	4,748	4,985
555	MEA	NE	GROUNDS MAINTENANCE SUPERVISOR		6,996	7,346	7,713	8,099	8,504
506	MEA	NE	GROUNDS MAINTENANCE WORKER		4,314	4,530	4,756	4,994	5,244
518	MEA	NE	HOUSING ASSISTANT		4,827	5,068	5,322	5,588	5,867
541	MEA	NE	HOUSING INSPECTOR		5,714	6,000	6,299	6,614	6,945
663	DMA	E	HOUSING MANAGER		10,351	10,869	11,412	11,983	12,582
539	MEA	NE	HOUSING SPECIALIST		5,659	5,942	6,239	6,551	6,878
610	PMMA	NE	HUMAN RESOURCES ANALYST		6,817	7,158	7,516	7,892	8,286
541	MEA	NE	HUMAN RESOURCES TECHNICIAN		5,714	6,000	6,299	6,614	6,945
625	PMMA	NE	INFORMATION SYSTEMS ADMINISTRATOR		8,443	8,865	9,308	9,773	10,262
610	PMMA	NE	INFORMATION SYSTEMS ANALYST		6,817	7,158	7,516	7,892	8,286
511	MEA	NE	INFORMATION SYSTEMS TECHNICIAN		4,603	4,833	5,075	5,329	5,595
641	PMMA	NE	INSPECTION/PERMITS SUPERVISOR		7,762	8,150	8,557	8,985	9,434
510	MEA	NE	INTERMEDIATE ACCOUNT CLERK - Acct		4,539	4,766	5,005	5,255	5,518
510	MEA	NE	INTERMEDIATE ACCOUNT CLERK - POLICE		4,539	4,766	5,005	5,255	5,518
505	MEA	NE	INTERMEDIATE TYPIST CLERK (PARKS)		4,300	4,515	4,740	4,977	5,226
553	MEA	NE	JOURNEY ELECTRICIAN		6,762	7,100	7,455	7,828	8,219
556	MEA	NE	LEAD ELECTRICIAN		7,208	7,569	7,947	8,344	8,762
610	PMMA	NE	MANAGEMENT ANALYST		6,817	7,158	7,516	7,892	8,286
601	PMMA	NE	MANAGEMENT ASSISTANT		5,714	6,000	6,300	6,615	6,945
616	PMMA	E	MARKETING & COMMUNITY ENGAGEMENT MANAGER		7,328	7,695	8,079	8,483	8,908
505	MEA	NE	OFFICE ASSISTANT-GENERAL		4,300	4,515	4,740	4,977	5,226
505	MEA	NE	OFFICE ASSISTANT-HR		4,300	4,515	4,740	4,977	5,226
505	MEA	NE	OFFICE ASSISTANT-POLICE		4,300	4,515	4,740	4,977	5,226
522	MEA	NE	PARK FACILITIES MAINTENANCE LEAD		5,087	5,341	5,609	5,889	6,183
555	MEA	NE	PARK FACILITIES MAINTENANCE SUPERVISOR		6,996	7,346	7,713	8,099	8,504
506	MEA	NE	PARK FACILITIES MAINTENANCE WORKER		4,314	4,530	4,756	4,994	5,244
519	MEA	NE	PARKS EQUIPMENT MECHANIC		4,950	5,197	5,457	5,730	6,017
656	DMA	E	PARKS SUPERINTENDENT		9,437	9,909	10,405	10,925	11,471
523	MEA	NE	PAYROLL TECHNICIAN		5,091	5,345	5,613	5,893	6,188
660	DMA	E	PLANNING MANAGER		10,822	11,363	11,931	12,528	13,154
610	PMMA	NE	POLICE ADMINISTRATIVE ANALYST		6,817	7,158	7,516	7,892	8,286
36	PMA	E	POLICE CAPTAIN		17,805	-	-	-	-
37	PMA	E	POLICE CAPTAIN-IN-CHARGE		18,114	-	-	-	-
702	EXEC	E	POLICE CHIEF		18,687	19,621	20,602	21,632	22,714
524	MEA	NE	POLICE DISPATCHER		5,351	5,619	5,900	6,195	6,504
35	PMA	E	POLICE LIEUTENANT		15,898	-	-	-	-
28	POA	NE	POLICE OFFICER	7,526	7,902	8,297	8,712	9,148	9,605
517	MEA	NE	POLICE PROPERTY SPECIALIST		4,800	5,040	5,292	5,557	5,834
617	PMMA	E	POLICE RECORDS MANAGER		7,737	8,124	8,530	8,956	9,404
508	MEA	NE	POLICE RECORDS SPECIALIST		4,465	4,688	4,922	5,168	5,427
531	MEA	NE	POLICE RECRUIT		5,332	5,599	5,879	6,173	6,481
31	PMA	NE	POLICE SERGEANT		13,705	-	-	-	-
642	PMMA	E	PRINCIPAL ACCOUNTANT		8,468	8,891	9,336	9,803	10,293
634	PMMA	E	PRINCIPAL CIVIL ENGINEER		11,723	12,309	12,924	13,571	14,249
639	PMMA	NE	PUBLIC WORKS MAINTENANCE COORDINATOR		6,167	6,476	6,799	7,139	7,496
619	PMMA	NE	PUBLIC WORKS SENIOR MANAGEMENT ANALYST		7,887	8,281	8,696	9,130	9,587
527	MEA	NE	PURCHASING CLERK		5,196	5,456	5,729	6,015	6,316
613	PMMA	NE	PURCHASING SUPERVISOR		7,116	7,471	7,845	8,237	8,649
541	MEA	NE	RECORDS MANAGEMENT TECHNICIAN - POLICE		5,714	6,000	6,299	6,614	6,945
512	MEA	NE	RECREATION COORDINATOR		4,641	4,873	5,117	5,373	5,642
619	PMMA	E	RECREATION MANAGER		7,887	8,281	8,696	9,130	9,587
512	MEA	NE	RECREATION MARKETING COORDINATOR		4,641	4,873	5,117	5,373	5,642
629	PMMA	E	REVENUE MANAGER		9,858	10,351	10,868	11,412	11,982
517	MEA	NE	RISK MANAGEMENT OFFICE SPECIALIST		4,800	5,040	5,292	5,557	5,834

Consolidated Salary Schedule

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
657	DMA	E	RISK MANAGER		11,523	12,099	12,704	13,339	14,006
521	MEA	NE	SECRETARY		5,079	5,333	5,599	5,879	6,173
621	PMMA	E	SENIOR ACCOUNTANT		8,120	8,526	8,952	9,400	9,870
619	PMMA	NE	SENIOR ADMINISTRATIVE ANALYST		7,887	8,281	8,696	9,130	9,587
567	MEA	NE	SENIOR BUILDING INSPECTOR		7,049	7,402	7,772	8,160	8,568
631	PMMA	E	SENIOR CIVIL ENGINEER		10,855	11,398	11,967	12,566	13,194
541	MEA	NE	SENIOR CLERK SERVICES COORDINATOR		5,714	6,000	6,299	6,614	6,945
559	MEA	NE	SENIOR CODE ENFORCEMENT OFFICER		6,294	6,608	6,939	7,286	7,650
544	MEA	NE	SENIOR COMMUNITY DEVELOPMENT TECHNICIAN		5,956	6,254	6,566	6,895	7,239
520	MEA	NE	SENIOR CUSTOMER SERVICE REPRESENTATIVE		5,011	5,262	5,525	5,801	6,091
623	PMMA	E	SENIOR ECONOMIC DEVELOPMENT SPECIALIST		8,359	8,777	9,216	9,676	10,160
628	PMMA	E	SENIOR ENGINEER		9,533	10,009	10,510	11,035	11,587
546	MEA	NE	SENIOR EQUIPMENT MECHANIC		6,047	6,350	6,667	7,000	7,350
626	PMMA	E	SENIOR FINANCIAL ANALYST		8,722	9,158	9,616	10,097	10,602
522	MEA	NE	SENIOR GROUNDS MAINTENANCE WORKER		5,087	5,341	5,609	5,889	6,183
568	MEA	NE	SENIOR HOUSING SPECIALIST		6,225	6,536	6,863	7,206	7,566
546	MEA	NE	SENIOR PARK EQUIPMENT MECHANIC		6,047	6,350	6,667	7,000	7,350
638	PMMA	E	SENIOR PLANNER		8,709	9,144	9,601	10,081	10,585
534	MEA	NE	SENIOR SECRETARY		5,442	5,714	6,000	6,300	6,615
509	MEA	NE	SENIOR TYPIST CLERK		4,494	4,719	4,955	5,203	5,463
520	MEA	NE	SEWER MAINTENANCE WORKER I		5,011	5,262	5,525	5,801	6,091
547	MEA	NE	SEWER MAINTENANCE WORKER II		5,471	5,745	6,032	6,334	6,650
640	PMMA	NE	SPECIAL PROJECTS COORDINATOR		6,043	6,345	6,663	6,996	7,346
629	PMMA	E	STREET & SEWER SUPERINTENDENT		9,858	10,351	10,868	11,412	11,982
554	MEA	NE	STREET FOREMAN		6,912	7,258	7,621	8,002	8,402
545	MEA	NE	STREET LEAD WORKER		5,971	6,270	6,583	6,912	7,258
516	MEA	NE	STREET MAINTENANCE WORKER		4,758	4,996	5,245	5,508	5,783
624	PMMA	NE	TECHNICAL SERVICES MANAGER		8,443	8,865	9,308	9,773	10,262
635	PMMA	E	TRAINING MANAGER		8,284	8,698	9,133	9,589	10,069
654	DMA	E	TRANSPORTATION & CIP ENGINEERING DIVISION MANAGER		12,309	12,925	13,571	14,250	14,962
619	PMMA	E	TRANSPORTATION PLANNING MANAGER		7,887	8,281	8,696	9,130	9,587
500	MEA	NE	TYPIST CLERK		3,818	4,008	4,209	4,419	4,640
569	MEA	NE	WATER CUSTOMER SERVICE SUPERVISOR		7,836	8,228	8,639	9,071	9,525
515	MEA	NE	WATER DISTRIBUTION OPERATOR I		4,728	4,964	5,213	5,473	5,747
532	MEA	NE	WATER DISTRIBUTION OPERATOR II		5,386	5,655	5,938	6,235	6,547
543	MEA	NE	WATER DISTRIBUTION OPERATOR III		5,846	6,138	6,445	6,767	7,106
569	MEA	NE	WATER DISTRIBUTION SUPERVISOR		7,836	8,228	8,639	9,071	9,525
630	PMMA	E	WATER DIVISION MANAGER		11,054	11,607	12,187	12,797	13,436
552	MEA	NE	WATER LEAD WORKER		6,445	6,768	7,106	7,461	7,834
507	MEA	NE	WATER METER READER I		4,456	4,679	4,913	5,158	5,416
514	MEA	NE	WATER METER READER II		4,703	4,938	5,185	5,445	5,717
569	MEA	NE	WATER OPERATIONS SUPERVISOR		7,836	8,228	8,639	9,071	9,525
525	MEA	NE	WATER PUMP OPERATOR I		5,143	5,400	5,670	5,954	6,252
548	MEA	NE	WATER PUMP OPERATOR II		6,147	6,455	6,778	7,116	7,472
558	MEA	NE	WATER QUALITY & SYSTEM LEAD OPERATOR		6,768	7,106	7,461	7,834	8,226
654	DMA	E	WATER RESOURCES & DEVELOP. ENGINEERING DIV. MGR.		12,309	12,925	13,571	14,250	14,962
520	MEA	NE	WATER SERVICE REPRESENTATIVE I		5,011	5,262	5,525	5,801	6,091
538	MEA	NE	WATER SERVICE REPRESENTATIVE II		5,607	5,888	6,182	6,491	6,816

Consolidated Salary Schedule
Consolidated Salary Schedule
Unclassified Hourly Classifications (Hourly $)
Effective 10-05-2025

Grade	Unit	FLSA	Hourly Position	Step A	Step B	Step C	Step D	Step E
900	Hrly	NE	Administrative Aide	$24.37	$25.59	$26.87	$28.21	$29.62
901	Hrly	NE	Business License Inspector	$32.96	$34.61	$36.34	$38.16	$40.06
922	Hrly	NE	City Hall Receptionist	$22.02	$23.12	$24.28	$25.49	$26.77
902	Hrly	NE	Clerical Assistant I	$20.22	$21.23	$22.29	$23.41	$24.58
903	Hrly	NE	Clerical Assistant II	$21.89	$22.98	$24.13	$25.34	$26.61
904	Hrly	NE	Clerical Assistant III	$24.93	$26.18	$27.49	$28.86	$30.30
923	Hrly	NE	Code Enforcement Officer	$32.96	$34.61	$36.34	$38.16	$40.06
905	Hrly	NE	Community Development Intern	$25.51	$26.79	$28.12	$29.53	$31.01
924	Hrly	NE	Community Development Technician II	$27.84	$29.23	$30.69	$32.23	$33.84
925	Hrly	NE	Community Services Officer	$26.55	$27.88	$29.27	$30.73	$32.27
925	Hrly	NE	Community Services Officer/Park Ranger	$26.55	$27.88	$29.27	$30.73	$32.27
906	Hrly	NE	Computer Information Systems (CIS) Aide	$24.19	$25.40	$26.67	$28.00	$29.40
907	Hrly	NE	Computer Information Systems (CIS) Aide - Police	$24.19	$25.40	$26.67	$28.00	$29.40
908	Hrly	NE	Court Officer	$25.59	$26.87	$28.21	$29.62	$31.10
940	Hrly	NE	Crime Scene Forensic Specialist	$44.58	$46.81	$49.16	$51.61	$54.19
926	Hrly	NE	Customer Service Representative	$26.19	$27.50	$28.87	$30.32	$31.83
927	Hrly	NE	Electrician I	$28.91	$30.36	$31.87	$33.47	$35.14
928	Hrly	NE	Electrician II	$32.83	$34.47	$36.20	$38.00	$39.91
909	Hrly	NE	Engineering Aide	$25.51	$26.79	$28.12	$29.53	$31.01
929	Hrly	NE	Equipment Mechanic	$31.09	$32.64	$34.28	$35.99	$37.79
910	Hrly	NE	Family Violence Prevention Specialist	$34.68	$36.41	$38.23	$40.15	$42.15
930	Hrly	NE	Grounds Maintenance Worker	$24.89	$26.13	$27.44	$28.81	$30.25
931	Hrly	NE	Housing Specialist	$32.65	$34.28	$36.00	$37.80	$39.69
944	Hrly	NE	Information Systems Technician	$26.56	$27.89	$29.28	$30.75	$32.28
932	Hrly	NE	Intermediate Account Clerk	$26.19	$27.50	$28.87	$30.32	$31.83
933	Hrly	NE	Intermediate Typist Clerk/Office Assistant	$24.80	$26.04	$27.34	$28.71	$30.14
911	Hrly	NE	Intern	$16.50	$17.33	$18.19	$19.10	$20.06
912	Hrly	NE	Maintenance Helper	$21.89	$22.98	$24.13	$25.34	$26.61
913	Hrly	NE	Maintenance Service Worker	$27.91	$29.31	$30.77	$32.31	$33.92
914	Hrly	NE	Mechanic Helper	$21.89	$22.98	$24.13	$25.34	$26.61
915	Hrly	NE	Outdoor Power Equipment Mechanic	$31.64	$33.22	$34.88	$36.63	$38.46
934	Hrly	NE	Park Facilities Maintenance Worker	$24.89	$26.13	$27.44	$28.81	$30.25
916	Hrly	NE	Police Cadet	$27.01	$28.36	$29.78	$31.27	$32.83
917	Hrly	NE	Police Custodian of Records	$29.48	$30.95	$32.50	$34.13	$35.83
943	Hrly	NE	Police Dispatcher	$30.87	$32.41	$34.03	$35.74	$37.52
936	Hrly	NE	Police Officer	$45.59	$47.87	$50.26	$52.78	$55.41
935	Hrly	NE	Police Records Specialist	$25.76	$27.05	$28.40	$29.82	$31.31
918	Hrly	NE	Police Vehicle Service Attendant	$19.49	$20.46	$21.49	$22.56	$23.69
919	Hrly	NE	Program Assistant	$27.01	$28.36	$29.78	$31.27	$32.83
920	Hrly	NE	Public Safety Officer	$22.63	$23.76	$24.95	$26.20	$27.51
939	Hrly	NE	Recreation Coordinator	$26.78	$28.12	$29.52	$31.00	$32.55

Consolidated Salary Schedule

Grade	Unit	FLSA	Hourly Position	Step A	Step B	Step C	Step D	Step E
997	Hrly	NE	Recreation Leader I (Rec Aide, Maint Aide I, Tutor Assistant)	$16.50	$17.33	$18.19	$19.10	$20.06
996	Hrly	NE	Recreation Leader II (Rec Attendent, Maint Aide II, Tutor)	$18.17	$19.08	$20.03	$21.03	$22.09
993	Hrly	NE	Recreation Leader II (Lifeguard)	$18.17	$19.08	$20.03	$21.03	$22.09
995	Hrly	NE	Recreation Leader III (Cashier, Golf Starter)	$20.04	$21.04	$22.09	$23.20	$24.36
995	Hrly	NE	Recreation Leader III (Swim Instructor)	$20.04	$21.04	$22.09	$23.20	$24.36
994	Hrly	NE	Recreation Leader IV (Recreation Leader, Sr. Golf Starter)	$22.09	$23.19	$24.35	$25.57	$26.85
992	Hrly	NE	Recreation Leader IV (Senior Lifeguard)	$22.09	$23.19	$24.35	$25.57	$26.85
921	Hrly	NE	Research Aide	$19.41	$20.38	$21.40	$22.47	$23.59
938	Hrly	NE	Secretary	$29.30	$30.77	$32.30	$33.92	$35.61
998	Hrly	NE	Student Worker	$16.50	$17.33	$18.19	$19.10	$20.06
922	Hrly	NE	Typist Clerk	$22.02	$23.12	$24.28	$25.49	$26.77

*

Definitions

UNIT: Bargaining Unit

DMA Division Management Association (Unclassified) - Pay Plan Category F
Elected Unclassified Elected Officials - Pay Plan Category A
EXEC Executive Management Employees (Unclassified) - Pay Plan Category E
MEA Municipal Employees' Association (Civil Service) - Pay Plan Category I
PMA Police Management Association - Pay Plan Category B
PMMA Professional and Mid-Management Employees (Civil Service) - Pay Plan Category G
POA Police Officers' Association - Pay Plan Category C
TOP Unclassified Top Management Employees - Pay Plan Category E

Group: Group of Classifications

Hrly Unclassified Hourly Positions

FLSA: Fair Labor Standards Act

E Exempt
NE Non-Exempt

Sub-step: Specific only to Police Officers' Association.

Monthly $* Monthly salaries rounded to nearest dollar, displayed as a whole number.

Item No. 7

Office of the
South Gate City Clerk

SEP 18 2025

FILED
11:30 AM

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Human Resources**

Human Resources Director: *Jon Hamilton* ***City Manager:*** *Rob Houston*

SUBJECT: RESOLUTION TO APPROVE THE CREATION OF THE FULL-TIME PRINCIPAL ACCOUNTANT POSITION IN THE ADMINISTRATIVE SERVICES DEPARTMENT; THE RECLASSIFICATION OF THE FULL-TIME CITY TRAFFIC ENGINEER POSITION TO THE FULL-TIME TRANSPORTATION AND CAPITAL IMPROVEMENT PROGRAM DIVISION MANAGER IN THE PUBLIC WORKS DEPARTMENT; THE RECLASSIFICATION OF ONE (1) FULL-TIME PRINCIPAL CIVIL ENGINEER POSITION TO THE FULL-TIME WATER RESOURCES AND DEVELOPMENT DIVISION MANAGER IN THE PUBLIC WORKS DEPARTMENT; AND THE ELIMINATION OF THE FULL-TIME DEPUTY CITY ENGINEER POSITION IN THE PUBLIC WORKS DEPARTMENT

PURPOSE: To create the full-time Principal Accountant position in the Administrative Services Department; to reclassify the full-time City Traffic Engineer to the full-time Transportation and Capital Improvement Program Division Manager in the Public Works Department; the reclassification of one (1) full-time Principal Civil Engineer positions to the full-time Water Resources and Development Division Manager in the Public Works Department; and the elimination of the full-time Deputy City Engineer position in the Public Works Department.

RECOMMENDED ACTION: The City Council will consider adopting a Resolution to:

1. Approve the creation of the full-time Principal Accountant position in the Administrative Services Department;
2. Approve the reclassification of the full-time City Traffic Engineer to the full-time Transportation and Capital Improvement Program Division Manager in the Public Works Department
3. Approve the reclassification of one (1) full-time Principal Civil Engineer positions to the full-time Water Resources and Development Division Manager in the Public Works Department;
4. Approve the elimination of the full-time Deputy City Engineer position in the Public Works Department; and
5. Direct staff to update the Consolidated Salary Schedule by adding the Principal Accountant, Transportation and Capital Improvement Program Division Manager, and Water Resources and Development Division Manager Titles, Pay Grades, and Pay Ranges.

FISCAL IMPACT: To fund the Principal Accountant in the Administrative Services Department, no additional appropriate is requested. The position will be funded with existing appropriations: base salary/benefits from the budgeted Senior Accountant with any difference in FY 2025-26 covered by vacancy salary savings.

To fund the Transportation and Capital Improvement Program Division Manager and the Water Resources and Development Division Manager position in the Public Works Department, the FY 2025-26 Adopted Budged downsized the Engineering Division from three divisions to two and eliminated the Deputy City Engineer position. Savings from that elimination, along with related adjustments approved in the budget, fund the two Division Manager reclassifications. Net General Fund impact of the overall Engineering organization is $410,113 in savings. No additional appropriation is requested.

ANALYSIS: None.

BACKGROUND: The City must, from time to time, add, remove, reclassify, or otherwise adjust job classifications, job specifications and/or compensation in the Salary Resolution and Position Classification Plan to satisfy the changing needs and demands of the City's workforce. In response to these changing needs and demands, job classification specifications must be amended to more closely match the tasks which need to be performed by employees in the City's various departments.

Administrative Services staff, Human Resources and the City Manager evaluated the needs and structure of the Administrative Services Department and are recommending the creation of the full-time Principal Accountant, which is an exempt position assigned to the Professional Mid-Management Association. The Principal Accountant will be paid from $8,468/month to $10,293/month. The Principal Accountant will lead day-to-day Citywide accounting operations, and financial reporting, will supervises professional and technical accounting staff (e.g., general ledger/financial reporting, accounts payable/receivable, payroll interface/reconciliation, fixed assets, grants, project/cost accounting), will manage the month-end and year-end close, will coordinate external audit fieldwork and produces the Annual Comprehensive Financial Report (ACFR) and related regulatory reports, will ensure compliance with GAAP/GASB and internal controls, and will perform other related duties.

As part of the City Council's approval of the City's FY 2025/26 Adopted Budget, the Public Works Department's Engineering Division was reorganized and downsized from three divisions to two through the elimination of the Deputy City Engineer position, the freezing of one (1) Principal Civil Engineer position, and downgrading to three (3) Assistant Engineers. To absorb these changes, responsibilities were consolidated: the Traffic Engineering Section was expanded to oversee the full Capital Improvement Program, while the Water Resources Section was expanded to include Development Services. To manage these broader scopes, the two Division Manager positions were created by rescoping the former City Traffic Engineer and Principal Civil Engineer (Water Resources) roles. This restructuring streamlines operations, ensures proper oversight of expanded responsibilities, and it reduces overall General Fund costs.

The Public Works staff, Human Resources, and the City Manager also evaluated the needs and structure of the Public Works Department and are recommending the reclassification of the full-time Deputy Traffic Engineer to the full-time Transportation and Capital Improvement Program Division Manager, which is an exempt position and assigned to the Division Management Association. This position will be paid from $12,309/month to $14,962/month. The Transportation and Capital Improvement Program Division Manager will be responsible for managing all aspects of the City's transportation and capital improvement program functions. It's responsibilities will include oversight of the Capital Improvement Program, multimodal transportation planning, traffic engineering, mobility improvements, environmental compliance, and the delivery of capital projects; supervising engineering staff and managing contracts. Further, it will ensure regulatory and policy compliance, oversee grant funding, interdepartmental and inter-agency coordination, regulatory compliance, and implementation of the City's Capital Improvement Program.

Additionally, the Public Works staff, Human Resources, and the City Manager are recommending the reclassification of one (1) full-time Principal Civil Engineer position to the full-time Water Resources and Development Division Manager, which is also an exempt position, assigned to the Division Management Association, and will be paid at the same grade and rate as the Transportation and Capital Improvement Program Division Manager position. The Water Resources and Development Division Manager will be responsible for supervising and managing major functions of the Division related to water resources, environmental engineering, development review, and capital improvement project delivery. Its responsibilities will also include managing the planning, design, environmental compliance, and construction of capital projects. It will supervise engineering staff, coordinate with agencies and developers, and ensure regulatory compliance and successful implementation of the City's Capital Improvement Program.

The pay table for these positions shall be:

	A	B	C	D	E
Principal Accountant	8468	8891	9336	9803	10293
Transportation & CIP Engineering Division Manager	12309	12925	13571	14250	14962
Water Resources & Development Division Manager	12309	12925	13571	14250	14962

Finally, because of the reorganization of the Public Works Department's Engineering duties, the position of Deputy City Engineer is no longer needed, the savings of which are used to support the two reclassified division manager positions, and therefore staff recommends that it be eliminated.

ATTACHMENT: Proposed Resolution

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, APPROVING THE CREATION OF THE FULL-TIME PRINCIPAL ACCOUNTANT POSITION IN THE ADMINISTRATIVE SERVICES DEPARTMENT; THE RECLASSIFICATION OF THE FULL-TIME CITY TRAFFIC ENGINEER POSITION TO THE FULL-TIME TRANSPORTATION AND CAPITAL IMPROVEMENT PROGRAM DIVISION MANAGER IN THE PUBLIC WORKS DEPARTMENT; THE RECLASSIFICATION OF ONE (1) FULL-TIME PRINCIPAL CIVIL ENGINEER POSITION TO THE FULL-TIME WATER RESOURCES AND DEVELOPMENT DIVISION MANAGER IN THE PUBLIC WORKS DEPARTMENT; AND THE ELIMINATION OF THE FULL-TIME DEPUTY CITY ENGINEER POSITION IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, the City must, from time to time, add or otherwise adjust job classifications, job specifications and/or compensation in the Salary Resolution and Position Classification Plan in order to satisfy the changing needs and demands of the workforce and to more closely match the tasks which need to be performed by employees in the City's various departments;

WHEREAS, the City desires to create the job classification of Principal Accountant in the Administrative Services Department;

WHEREAS, the City desires to reclassify the job classification of City Traffic Engineer to Transportation and Capital Improvement Program Division Manager in the Public Works Department;

WHEREAS, the City desires to reclassify the job classification of one (1) of the Principal Civil Engineer to Water Resources and Development Division Manager in the Public Works Department;

WHEREAS, the City desires to eliminate the job classification of Deputy City Engineer in the Public Works Department; and

WHEREAS, the City desires to direct staff to update the consolidated salary schedule to add the positions, pay grades (to later be assigned by staff), and salaries for the positions of Principal Accountant, Transportation and Capital Improvement Program Division Manager, and Water Resources and Development Division Manager, and to remove the position of Deputy City Engineer.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council hereby approves and adopts the proposed amendments to the City's Position Classification Plan to approve the addition of the position of Principal Accountant in the Administrative Services Department;

SECTION 3. The City Council hereby approves and adopts the proposed amendments to the City's Position Classification Plan to approve the reclassification of the City Traffic Engineer position to Transportation and Capital Improvement Program Division Manager in the Public Works Department;

SECTION 4. The City Council hereby approves and adopts the proposed amendments to the City's Position Classification Plan to approve the reclassification of one (1) of the Principal Civil Engineer positions to Water Resources and Development Division Manager in the Public Works Department

SECTION 5. The City Council hereby approves and adopts the proposed amendments to the City's Position Classification Plan to eliminate the Deputy City Engineer position in the Department of Public Works;

SECTION 6. The City Council hereby approves and directs staff to update the consolidated salary schedule to add the positions, pay grades (to later be assigned by staff), and salaries for the positions of Principal Accountant, Transportation and Capital Improvement Program Division Manager, and Water Resources and Development Division Manager, and to remove the position of Deputy City Engineer as follows

	A	B	C	D	E
Principal Accountant	8468	8891	9336	9803	10293
Transportation & CIP Engineering Division Manager	12309	12925	13571	14250	14962
Water Resources & Development Division Manager	12309	12925	13571	14250	14962

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SECTION 7. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **23rd** day of **September 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

Office of the
South Gate City Clerk
SEP 18 2025
FILED
11:30 AM

City of South Gate
CITY COUNCIL
AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Administrative Services**

Department Director: Luis Frausto ***City Manager:*** Rob Houston

SUBJECT: AGREEMENT WITH SIMPLER SYSTEMS, INC. FOR FINANCIAL REPORTING SOFTWARE LICENSING AND PROFESSIONAL SERVICES

PURPOSE: To approve a Professional Services Agreement with Simpler Systems, Inc. ("Simpler") to accelerate financial reporting, audit support, and budget development in the City's Tyler Eden environment.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving a Professional Services Agreement with Simpler, to provide financial reporting software ("Simpler Platform") and related professional services with a not-to-exceed amount of $51,380 (License $17,500 + Professional Services $30,800 + 10% contingency $3,080), and ongoing Monthly License & Maintenance of $1,750 (annualized $21,000), subject to annual appropriation.
b. Authorizing the issuance of a Purchase Order to Simpler, by a sole-source determination based on proprietary functionality and its "datapps" architecture and market uniqueness for Eden-based financial reporting, pursuant to SGMC § 1.54.510.
c. Authorizing the Mayor to execute the Agreement, in a form acceptable to the City Attorney.

FISCAL IMPACT: Approval authorizes $51,380 in one-time costs (License $17,500; Professional Services $30,800; 10% contingency $3,080) and ongoing $1,750/month ($21,000/year) for License & Maintenance. Funding will be appropriated from the Information Technology Fund and recorded in Account No. 522-305-12-6101; ongoing costs will be budgeted in future fiscal years.

BACKGROUND: The City uses Tyler Eden for core financials. While Eden and a library of ad-hoc Crystal Reports have supported daily operations and audits, both are labor-intensive to maintain and adapt. Each chart-of-accounts change (e.g., new funds or object codes) requires manual report edits and re-testing, and many outputs still need hand formatting for departments or auditors. The City has no in-house specialist for generating Crystal Reports, creating a bottleneck

and schedule risk, and requires the hiring of contractors to assist with Crystal Report development and troubleshooting.

Because Eden's native reports and Crystal Reports outputs are not optimized for flexible analysis, staff spend significant time extracting, reshaping, and reconciling data for routine monthly closes, budget development, and audit requests. This slows decision-making and increases reliance on a few technical users.

Simpler provides a browser-based reporting layer that unlocks Eden data for self-service analysis and standardized financial statements. It delivers roll-ups with drill-down to transactions in a format that departments and auditors can use without custom coding. Simpler can also serve as the repository for historical Eden data during any future ERP transition, preserving continuity and minimizing change-management impacts when the City migrates platforms.

ANALYSIS: Simpler will provide an enterprise (unlimited-user) license for Eden-focused "datapps," including Statements & Summaries (with budget), Transactions, Purchasing/Payables, Vendors, and Budget. Services include installation/configuration, limited customization, training, and ongoing support.

For over 25 years, Simpler has specialized in government finance reporting and adjacent data domains (e.g., utility billing, permitting, HR, public safety). The product is designed from an end-user perspective—templates and filters reflect how finance and departments consume data—so users can navigate from summary views to entry-level detail with minimal training. Vendor staff build and validate queries with the City's data, reducing rework and accelerating adoption.

Key advantages:

- Automatically adapts to new Chart of Accounts codes and values—no recurring Crystal Reports rewrites.
- Near real-time, self-service access—fewer ad hoc data pulls or report tickets.
- Intuitive UI—low training overhead; broad adoption outside Finance.
- Reduces single-point-of-failure risk—knowledge is embedded in the tool, not one report writer.
- Drill-down from statements to transaction detail to validate anomalies quickly.
- Simple export and sharing—PDF/Excel/CSV and URL links for point-in-time views.
- 100% browser-based—no desktop installs; minimal IT support required.

Sole Source Determination. Staff recommends the City Council waive the RFP process under Administrative Regulation 206 (per SGMC § 1.54.350) and approve a sole-source award to Simpler Systems based on the following: (1) Simpler offers a proprietary, Eden-specific reporting layer with unique compatibility/standardization advantages that cannot be reasonably replicated by other vendors without materially greater cost and effort; (2) the solution allows unlimited users, minimal IT lift, and drill-down to transaction detail; and (3) timing and continuity needs for audit/budget cycles favor this selection in the City's best interest.

Finance staff expects immediate productivity gains—especially for the annual audit—by eliminating manual reformatting, standardizing auditor-ready statements, and enabling secure

read-only access for external auditors as needed. In the near term, this can save days to weeks of staff effort across audit and budget cycles.

ATTACHMENT: A. Professional Services Agreement – Simpler Systems, Inc.
B. Exhibit A - Simpler Systems Proposal
C. Exhibit B – Simpler Sole Source Justification

AGREEMENT FOR PROFESSIONAL SERVICES FOR FINANCIAL REPORTING SOFTWARE LICENSING & PROFESSIONAL SERVICES BETWEEN THE CITY OF SOUTH GATE AND SIMPLER SYSTEMS, INC.

This Agreement for Professional Services for Financial Reporting Software Licensing & Professional Services ("Agreement") is made and entered into on September 23, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Simpler Systems, Inc., a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to procure financial reporting software and related professional services to enhance reporting and analytics for Tyler Eden Financials;

WHEREAS, Consultant warrants it has the requisite skills, knowledge, qualifications, manpower and expertise to perform properly and timely the professional services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services described in the Scope of Services attached hereto as Exhibit "A" (Consultant's proposal).

NOW, THEREFORE, the Parties agree as follows:

1. **SCOPE OF SERVICES.** City hereby engages Consultant Platform, and Consultant accepts such engagement, to provide (i) software licensing for Simpler for Tyler Eden Financials ("Simpler Platform"), and (ii) related professional services including installation/configuration, analysis/support, customization, and training, all as more fully described in Exhibit "A" (Consultant's proposal). The Scope of Services may be mutually amended from time to time by both Parties in writing.

2. **COMPENSATION FOR SERVICES**

   2.1 Not-to-Exceed for One-Time Fees. The total not-to-exceed (NTE) amount for one-time fees (software license and implementation services) under this Agreement is **Fifty-One Thousand Three Hundred Eighty Dollars** ($51,380) as described in Consultant's proposal attached hereto as Exhibit "A," consisting of: (a) License: Seventeen Thousand Five Hundred Dollars ($17,500); and (b) Professional Services: Thirty Thousand Eight Hundred Dollars ($30,800) (estimated 140 hours at $220/hour; time-and-materials, invoiced monthly); and (c) 10% Contingency: Three Thousand and Eighty Dollars ($3,080).

   2.2 Recurring License & Maintenance. In addition to the one-time amounts above, ongoing Monthly License & Maintenance fees are One Thousand Seven Hundred Fifty

Dollars ($1,750) per month, prorated for partial months. Recurring charges are subject to annual budget appropriation and issuance of a purchase order each fiscal year and shall not exceed Twenty-One Thousand Dollars ($21,000) per fiscal year unless otherwise authorized in writing. Per Exhibit A, the Monthly License & Maintenance period will commence upon the City's validation of delivered data and functionality to satisfy the scope in Exhibit A.

2.3 Invoicing & Payment. Consultant shall invoice no more frequently than monthly. City shall pay undisputed invoices within forty-five (45) days of receipt. Travel time between Consultant's office and City Hall is not billable unless expressly approved in advance.

2.4 No Other Compensation. No additional compensation shall be paid for expenses unless first approved in writing by the City's Director of Administrative Services or designee. Progress or partial payments shall not constitute acceptance.

3. TERM OF AGREEMENT. This Agreement is effective as of September 23, 2025. One-time implementation services shall continue until project completion unless earlier terminated per this Agreement. Recurring Monthly License & Maintenance shall continue month-to-month, subject to annual appropriation, until terminated pursuant to Section 6.

4. CITY AGENT. The Director of Administrative Services ("Director"), or designee, is City's agent for purposes of approvals/authorizations under this Agreement.

5. CONFLICT OF INTEREST. Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located in the City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having any such interest shall be employed by it. Within ten (10) days, Consultant agrees that it will immediately notify City of any other conflict of interest that may exist or develop during the term of this Agreement.

5.1 Consultant represents that no City employee or official has a material financial interest in Consultant's business. During the term of this Agreement and/or as a result of being awarded this contract, Consultant shall not offer, encourage, or accept any financial interest in Consultant's business or in this Agreement by any City employee or official.

6. GENERAL TERMS AND CONDITIONS

6.1 Termination for Convenience. City may terminate this Agreement at any time without cause by giving fifteen (15) days written notice to Consultant of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials shall, at the option of City, become its property. If this Agreement is terminated by City as provided herein, Consultant will be paid the total amount of its costs as of the termination date. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement.

6.2 Termination for Cause.

6.2.1 City may, by written notice to Consultant, terminate the whole or any part of this Agreement in any of the following circumstances:

a. If Consultant fails to perform the services required by this Agreement within the time specified herein or any authorized extension thereof; or

b. If Consultant fails to perform the services called for by this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in either of these circumstances does not correct such failure withing a period of ten (10) days (or such longer period as City may authorize in writing) after receipt of notice from City specifying such failure.

6.2.2 In the event City terminates this Agreement in whole or in part as provided above in Subsection 6.2.1, City may procure, upon such terms and in such manner as it may deem appropriate, services similar to those terminated.

6.2.3 If this Agreement is terminated as provided above in Subsection 6.2.1, City may require Consultant to provide all finished or unfinished documents, data, studies, drawings, maps, photographs, reports, films, charts, sketches, computations, surveys, models, or other similar documentation prepared by Consultant. Upon such termination, Consultant shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents whether delivered to City or in possession of Consultant, and to authorized reimbursement expenses.

6.2.4 If, after notice of termination of the Agreement under the provisions of Subsection 6.2.1 above, it is determined, for any reason, that Consultant was not in default, or that the default was excusable, then the rights and obligations of the Parties shall be the same as if the notice of termination had been issued pursuant to Subsection 6.1. above.

6.3 Non-Assignability. Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of City.

6.4 Non-Discrimination.

6.4.1 Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of to race, creed, gender, gender identity (including gender expression), color, religion, ancestry, sexual orientation,

national origin, disability, age, marital status, family/parental status, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes of the Federal, State, and County and the City governments. Consultant will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment without regard to their race, color, religion, ancestry, sex, national origin, disability, or age. Consultant will take affirmative action to ensure that all employment practices, including those of any subcontractors retained by Consultant to perform services under this Agreement, are free from such discrimination. Such employment practices include, but are limited to: hiring, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

6.4.2 The provisions of Subsection 6.4.1 above shall be included in all solicitations or advertisements placed by or on behalf of Consultant for personnel to perform any services under this Agreement. City shall have access to all documents, data, and records of Consultant and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 (relating to federal restrictions against discriminatory practices) is available for review and on file with the City Clerk's Office.

6.5 Insurance. Consultant shall submit to City, certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:

6.5.1 Workers Compensation Insurance as required by law. Consultant shall require all subcontractors similarly to provide such workers' compensation insurance for their respective employees.

6.5.2 Comprehensive general and automobile liability insurance protecting Consultant in amounts not less than $1,000,000 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000, with an aggregate of $2,000,000. Each such policy of insurance shall:

a. Be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California or which is approved in writing by City.

b. Name and list as additional insured the City, its officers and employees.

c. Specify its acts as primary insurance.

d. Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled except upon thirty (30) days prior written notice to City of such cancellation or material change."

e. Cover the operations of Consultant pursuant to the terms of this Agreement.

6.6 Indemnification. Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, officers and representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.7 Compliance with Applicable Law. Consultant and City shall comply with all applicable laws, ordinances, and codes of the Federal, State, County and City governments, without regard to conflict of law principles.

6.8 Independent Contractor. This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture, or association, as between City and Consultant.

6.8.1 Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner, represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.8.2 Indemnification of CalPERS Determination. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as, for the payment of any penalties and interest on such contributions which would otherwise be the responsibility of City.

6.8.3 Business License Required. According to Title 2.08.40 of the South Gate Municipal Code, a business license will be required prior to doing business within the City, even if the business is located outside of the City. Verification of a valid South Gate business license will be required prior to start of work and any fees associated with the acquisition or maintenance of such business license shall be the sole responsibility of Consultant.

6.9 Consultant's Personnel.

6.9.1 All services required under the Agreement will be performed by Consultant, or under Consultant's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services, including, without limitation, a City of South Gate business license as required by the South Gate Municipal Code.

6.9.2 Consultant shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Agreement, and compliance with all reasonable performance standards established by City.

6.9.3 Consultant shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance and Social Security.

6.9.4 Consultant shall indemnify and hold harmless City and all other related entities, officers, employees and representatives from any liability, damages, claims, costs, and expenses of any nature arising from alleged violations of personnel practices or of any acts of omissions by Consultant in connection with the work performed arising from this Agreement.

6.10 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.

6.11 Legal Construction.

6.11.1 This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced, and governed under the laws of the State of California without regard to conflict of law principles.

6.11.2 This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the

drafting of same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

6.11.3 The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.

6.11.4 Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.12 Counterparts. This Agreement may be executed in counterparts and, as so executed, shall constitute an agreement which shall be binding upon all Parties hereto.

6.13 Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished, or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, sub-consultants and agents.

6.14 Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably, timely manner, such correction shall be made by City, and the cost thereof shall be charged to Consultant.

6.15 Files. All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.

6.16 Waiver; Remedies Cumulative. Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other

period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.

6.17 Mitigation of Damages. In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

6.18 Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

6.19 Attorneys' Fees. The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that Party or those Parties may be entitled.

6.20 Entire Agreement and Amendments. This Agreement constitutes the whole agreement between City and Consultant, and neither party has made any representations to the other except as expressly contained herein. Neither party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any amendments, changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

6.21 Notices. Any notice required to be given hereunder shall be deemed to have been given by email transmission with confirmation of delivery and depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:
City of South Gate
Luis Frausto, Director of Administrative Services
8650 California Avenue
South Gate, CA 90280
Email: lfrausto@sogate.org
TEL: (323) 563-9522

WITH COURTESY COPY TO:
City of South Gate
Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
TEL: (323)563-9510

TO CONSULTANT:
Simpler Systems, Inc.
Attn: Keri Collins, Authorized Representative
PO Box 2303
Santa Barbara, CA 93120
Email: keri@simplersystems.com; support@simplersystems.com
Tel: 805-612-6673 | 805-882-1848

6.22 City Data Ownership; Access, Return & Deletion. As between the Parties, the City exclusively owns all City Data. "City Data" means any data, records, content, files, tables, schemas, configurations, mapping and parameter values, report definitions, audit/usage logs to the extent they describe the City's use, and any derivative data generated from or about the City's data or systems (excluding Consultant's pre-existing software, tools, and generic analytics that do not identify the City). City Data is not Consultant's Confidential Information.

(a) Limited License to Process. Consultant is granted a limited, non-exclusive, non-transferable license to host, copy, transmit and process City Data solely to provide the Services under this Agreement and to maintain security and service quality. No advertising, data-brokering, resale, or unrelated analytics are permitted. Any de-identified analytics must not identify the City.

(b) No Lien; No Withholding. Consultant shall have no lien, lock, or right to withhold City Data. In any payment dispute or suspension, Consultant shall continue to provide the City with prompt, self-service export access to all City Data.

(c) Location & Subprocessors. City Data will be stored and processed within the United States unless the City gives prior written consent. Consultant is responsible for its subcontractors and will flow down obligations in this Section to all approved subprocessors.

(d) Access & Export. Upon request and at no additional cost (reasonable frequency), Consultant will provide complete exports of City Data in non-proprietary, machine-readable formats (e.g., CSV/JSON and database backups as applicable), along with data dictionaries and schema documentation sufficient for independent reuse in other systems.

(e) Return & Deletion. Within thirty (30) days after termination/expiration or the City's written request, Consultant shall return all City Data and certify deletion from Consultant systems. Backup media containing City Data shall be purged within ninety (90) days thereafter, subject to legal holds.

(f) Public Records. Consultant acknowledges the City's obligations under the California Public Records Act and will reasonably assist the City in responding to

requests involving City Data. Consultant will not designate City Data as Consultant's proprietary information.

(g) Survival; Precedence. Consultant's obligations in this Section survive termination and control over any conflicting provision in Exhibit A or Consultant policies.

6.23 Data Security; Breach Notification.

(a) Security Program. Consultant shall implement and maintain an information security program aligned to generally accepted standards (e.g., NIST CSF and CIS Critical Security Controls IG1/IG2) appropriate to the nature of the Services and City Data.

(b) Minimum Controls. Controls shall include: multi-factor authentication for administrative access; least-privilege role-based access; endpoint protection; secure software development practices; quarterly vulnerability scanning; timely patching of high/critical vulnerabilities; change management; and logging/monitoring of security-relevant events for at least 90 days online and 1 year archived.

(c) Encryption. Consultant shall encrypt City Data in transit (TLS 1.2 or higher) and at rest using industry-standard strong encryption (e.g., AES-256 or equivalent).

(d) Hosting & Network Security. Whether City- or Consultant-hosted, environments shall be segmented, hardened, and regularly updated. Default credentials are prohibited. Remote access shall use MFA and secure protocols only.

(e) Backups & Continuity. Consultant shall maintain backups and a business continuity/disaster recovery plan suitable for the Services. Upon request, Consultant will disclose target RPO/RTO and test results summary.

(f) Personnel & Subprocessors. Consultant shall ensure personnel and approved subprocessors with access to City Data are subject to confidentiality obligations and receive security awareness training at least annually. Consultant remains fully responsible for subprocessors' compliance.

(g) Security Reviews. Upon reasonable notice (no more than annually), Consultant will complete the City's security questionnaire and provide available third-party attestations or summaries (e.g., SOC 2 report letter, penetration test executive summary), which may be redacted for confidentiality.

(h) Incident Definition. A "Security Incident" means any actual or reasonably suspected unauthorized access to, acquisition of, or use, disclosure, alteration, or destruction of City Data; or material compromise of the systems that process or store City Data.

(i) Notification. Consultant shall notify the City's Director (or designee) of any Security Incident without undue delay and no later than seventy-two (72) hours after

discovery, providing known details, including nature of the incident, systems/data affected, mitigation steps taken, and contact information for incident coordination.

(j) Cooperation & Remediation. Consultant will promptly take all reasonable steps to contain, investigate, and remediate the Security Incident at its own expense to the extent the incident was caused by Consultant or its subprocessors. Consultant will provide updates upon request and a written root-cause analysis and corrective action plan within fifteen (15) business days after containment.

(k) Communications. Consultant shall not notify third parties, regulators, or the public about a Security Incident involving City Data without City's prior written approval, except where required by law, in which case Consultant will coordinate with City to the extent legally permissible.

(l) No Ransomware Engagement Without Direction. Consultant shall not make payments to or otherwise engage threat actors regarding City systems or City Data without the City's express written direction.

(m) Survival; Precedence. Obligations in this Section survive termination and control over any conflicting provision in Exhibit A or Consultant policies.

6.24 Software-Specific Terms; Order of Precedence

(a) License Grant. During the term, Consultant grants City a non-exclusive, non-transferable license to use the Simpler Platform to provide data services to City users of Tyler Eden Financials, as described in Exhibit A. All rights not expressly granted are reserved by Consultant.

(b) Maintenance & Support. Consultant will provide incident intake via in-app feedback, email, or phone during support hours; version upgrades, enhancements, and bug fixes may be provided as described in Exhibit A at no additional charge beyond the Monthly License & Maintenance fee.

(c) Hosting & Access. The application and databases may be hosted by City or Consultant. If City-hosted, Consultant shall have remote access consistent with City standards for remote access; City is responsible for OS/security patching and adjacent software on City-hosted servers per Exhibit A.

(d) Warranty/Disclaimers. The City does not accept "as-is" warranty limitations that conflict with City's rights under this Agreement. To the extent Exhibit A includes warranty disclaimers, the Parties agree the Agreement controls in the event of a conflict, provided that Exhibit A's functional descriptions and service processes are incorporated.

(e) Order of Precedence. In case of a conflict between this Agreement and Exhibit A, this Agreement governs, except for (1) detailed scope descriptions, (2) pricing line-items and rate tables, and (3) implementation/support process details expressly stated in Exhibit A, which shall supplement this Agreement.

6.25 Warranty of Authorized Signatories. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.

6.26 Consultation with Attorney. Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.

6.27 Interpretation Against Drafting Party. City and Consultant agree that they have cooperated in the review and drafting of this agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.

7. **CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT.** In accordance with California SB1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision is made to award an agreement. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Agreement.

8. **EFFECTIVE DATE.** The effective date of this Agreement is September 23, 2025, and will remain in effect through and until project completion, unless otherwise terminated in accordance with the terms of this Agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

SIMPLER SYSTEMS, INC.:

By: _____
Richard Schaffer, Simpler System, Inc.

Dated: _____

EXHIBIT A
Simpler for Tyler Eden Financials Licensing & Professional Services
(Proposal – Incorporated)

SimplerSystems

PROPOSAL

City of South Gate
Licensing & Professional Services

September 2025

OFFICE 805.882.1848
simplersystems.com

I. PROJECT TITLE

Simpler for Tyler Eden Financials Licensing & Professional Services

II. ABOUT SIMPLER

The Simpler Platform is used to create datapps for any type of data. The user interface is simple, elegant, and intuitive. No matter what the data disposition is of a given organization, datapps increase data IQ by putting the data in the hands of those that want and need it the most.

Our proprietary datapps are based on pools of data with which users interact or navigate. Navigate means filtering, sorting, aggregating, and grouping. You can drill down from the summarized data to the detailed pool or quickly aggregate (summarize). Each datapp can produce hundreds, even thousands of "reports," which anyone can run on their own.

The result is transparent data, with broader, deeper, and faster access to it. This is true for both the professionals managing the Tyler Eden implementation as well as for the users, post go-live.

III. SCOPE

The scope of the project is for an enterprise application license for the Simpler for Tyler Eden Financial datapps and professional services.

The Tyler Eden datapps include the following Finance datapps:

- Statements & Summaries, including budget data
- Transactions
- Purchasing/Payables
- Vendors
- Project Accounting, if applicable
- Budget Development, if applicable
- Chart of Account tables/lookups

LICENSING

For the duration of this Agreement, Simpler hereby grants to City a non-exclusive, nontransferable License to use the Simpler Platform to provide data services to users of City's Tyler Eden Financial application. The following sections apply to the framework of the applications and not to the templates developed by or for the City.

Source Code

Simpler will provide City with the source code to the Simpler Platform. City agrees that the source code and documentation provided by Simpler is confidential and agrees to take all reasonable precautions to protect the source code and documentation, and preserve its confidential, proprietary and trade secret status in perpetuity In lieu of continuous access, periodic copies of the source code will be transferred electronically to City by Simpler whenever requested, but not more frequently than semi-annually. Source code is provided to mitigate risk should Simpler Systems no longer be available to support the application. The client will not modify the source code.

Limitations

Apart from the License Rights set forth in this Agreement, the License does not include a grant to City to engage in any other licensable activity, nor any ownership right, title or interest, nor any security interest or other interest, in any intellectual property rights relating to the Simpler Platform nor in any copy of Simpler software. Simpler shall retain all rights, title, and interest, including all copyrights, in and to the Simpler Platform. All rights not specifically transferred by this agreement are reserved to Simpler.

License Term

Notwithstanding any provision to the contrary, this License is effective when executed by both parties and the license granted to Simpler for Tyler Eden remains in force until City stops using Simpler or until Simpler terminates this Agreement because of City's failure to comply with any of its terms and conditions.

PROFESSIONAL SERVICES

In addition to licensing, Simpler will provide Professional Services. Simpler will:

- Install and configure the Simpler for Tyler Eden datapps
- Provide analysis and recommendations on converted data and conversion processes, if needed
- Support and analysis for testing and feedback
- Provide customization or create new datapps
- Provide training to trainers and/or end users on Simpler datapps and functionality
- Provide technical training on the maintenance and creation of new datapps, if requested

MAINTENANCE

City acknowledges that Simpler Platform upgrades, enhancements and bug fixes may be required periodically and that the need for such enhancements or fixes is not indicative of defects in the software or services provided. Any version upgrades, or enhancements or bug fixes incorporated into Simpler Reporting will be provided at no additional charge to the City. Simpler reserves the right to modify or replace the hosted Simpler Platform at any time with a newer version of Simpler Platform in order to incorporate any or all upgrades, enhancements and bug fixes. Simpler is not obligated to provide or incorporate upgrades, enhancements or bug fixes unless failure to do so infringe upon the execution of Simpler's other material obligations within this Agreement.

INCIDENT PROCESS

The incident process is initiated by contacting Simpler Systems and reporting an issue. There are three (3) methods available to contact User Support.

a. Feedback icon – From within the application, any user can click on the Feedback icon in the Control Panel. This method supports asking questions, requesting an enhancement, or reporting a bug.
b. Email – Requests for support can be sent via email to Simpler resources assigned to the City, or utilize the company email address for user support, support@simplersystems.com.
c. Telephone – Users may call Simpler resources assigned to the City directly, or if representatives are unavailable and immediate response is required, call the main line 805.882.1848 during support hours.

IV. HOSTING

The application and databases can be hosted onsite by City or by Simpler. If City hosted, for the term of this Agreement Simpler will have continuous access to the servers hosting the application and databases via City standards for remote access.

If hosted onsite, the City will be solely responsible for maintaining all software products running on servers utilized by the Simpler application and databases. This includes, but is not limited to, operating system software, upgrade patches, anti-virus and security software, and connectivity software to other servers. The City is responsible for regular monitoring for version upgrades and patches and will test and install upgraded software to Simpler application and database servers in a timely manner.

V. INTELLECTUAL PROPERTY

This is an agreement to provide Licensing for a limited time only, and in no way establishes an obligation upon Simpler Systems to sell the Simpler Platform or any modifications to the application to the City or to make the Simpler Platform available to the City beyond the term of the Agreement.

The application is the property of Simpler Systems and Simpler retains all intellectual property rights to the Simpler Platform, or any modifications thereof, or enhancements created as part of customization services performed on behalf of the City.

VI. PRODUCT WARRANTY

City's written acceptance of the Simpler Platform pursuant to this Agreement constitutes an unqualified acceptance of the Simpler Platform as is.

Without limiting the generalities of any exclusion set forth in this Agreement, City will be exclusively responsible as between the parties for and Simpler expressly makes no warranty or representation with respect to:

- Determining that Simpler for Tyler Eden will achieve the results (such as organizational efficiencies) desired by City
- Ensuring the accuracy of any input data used with Simpler for Tyler Eden
- Establishing adequate backup provisions for backing up City's data

VII. PRICING

The pricing information in this proposal is confidential and intended only for the use of the City of South Gate. Changes in scope or requirements may impact pricing.

IMPLEMENTATION

There are three components to the implementation pricing of this Simpler engagement:

1. License – A one-time enterprise licensing fee for unlimited users.
2. Professional Services – The Professional Services pricing is based on time and materials and will be invoiced monthly for actual hours worked, estimated for 140 hours at $220 per hour.

3. The Ongoing License & Maintenance period will commence upon the client's validation of the delivered data, or no later than sixty (60) calendar days after final product delivery—whichever occurs first. This monthly charge includes web user licenses, technical support, version upgrades, and minor enhancements.

Description	Amount
License	17,500
Professional Services (actual hours billed monthly)	30,800
Monthly License & Maintenance	1,750

Payment Terms

Simpler Systems will invoice City periodically but no more frequently than monthly, starting one month after the effective date of this proposal.

VIII. CONTACT INFORMATION

Simpler Systems
PO Box 2303
Santa Barbara, CA 93120
805-882-1848
www.simplersystems.com

Vendor Contact:
Ms. Keri Collins
keri@simplersystems.com
805-612-6673

SimplerSystems

Sole Source Justification

PRODUCT

The Simpler Systems Platform is used to create datapps for any type of data. The user interface is simple, elegant, and intuitive. No matter what the data disposition is of a given organization, datapps increase data IQ by putting the data in the hands of those that want and need it the most.

Our proprietary datapps run on a web browser and do not require any workstation installation or configuration. Datapps are based on pools of data with which users interact or navigate. Navigate means filtering, sorting, aggregating, and grouping. You can drill down from the summarized data to the detailed pool or quickly aggregate (summarize). Each datapp can produce hundreds, even thousands of "reports," which anyone can run on their own. Quickly, and without assistance from expensive or over allocated resources.

The result is transparent data, with broader, deeper, and faster access to it. This is true for both the professionals managing a software implementation as well as for the users, at any stage of the software lifecycle.

INTENDED USE

Establish a platform that can access data from multiple sources simultaneously, compose the data meaningfully, and present it to the user so that anyone can navigate (filter, sort, aggregate, and group). The solution must:

- Access and combine multiple data sources
- Use any data file format
- Require no workstation installation or configuration
- Be available across multiple locations
- Provide fast access
- Require minimal user training

UNIQUE FEATURES

Datapps are proprietary and can only be created by using the Simpler Platform. The Simpler Platform offers things that no other vendor can duplicate.

The datapps concept, ease of use, and speed are unique to the Simpler platform. During configuration of the platform, the data is combined in a way that is broad and inclusive, and that makes sense to the domain experts. Once configured, functional users of every level can access the data in order to create reports, research, and answer questions. Fast and simple. While other solutions for data access continue to be complicated, require technical skills like SQL and page layout, or take multiple cycles over days to get it right, datapps put the data in the hands of the people that need it most and eliminate the bottleneck of limited analyst resources.

In addition, the simplicity and maturity of the platform requires insignificant, if any, patching or upgrades, no installation or files on user workstations, and minimal training.

WHY UNIQUE FEATURES ARE REQUIRED

During recent years there has been several factors that impact public sector organizations:

1. Increased demand for data
2. Increased responsibilities of IT staff
3. Difficulties in approving new positions
4. Lack of organizational resources with the skillsets needed

The Simpler Platform and datapps allow the organization to create a solution that requires minimal technical support, provides all data required to functional departments, and frees up valuable IT resources to work on other higher-level tasks. While other solutions require multiple dedicated resources to constantly program new reports, Simpler eliminates or reduces IT resources required for this process.

The benefits of this include:

- Higher level of data intelligence in the organization
- Reduced need for additional and expensive "report writing" or SQL positions
- Minimize the need of technical resources for user support, license tracking, complex workstation installations
- Eliminate expensive and time-consuming training on complex applications
- Faster and more efficient processes to respond to internal and external requests for data or information
- Immediate return on investment for the organization

FAIR AND REASONABLE PRICING

Here are a few ways to determine fair and reasonable pricing for the Simpler Platform.

COMPETITIVE QUOTE BUT OTHER SUPPLIERS COULD NOT MEET SPECIFICATIONS.

There is no other company that can provide datapps. Providing all of the functionality and benefits of a datapp using anything besides the Simpler Platform would require multiple resources with skillsets that are expensive and difficult to acquire in the public sector.

PRICES QUOTED ARE LESS THAN OR EQUAL TO, THOSE QUOTED TO OTHER GOVERNMENTAL AGENCIES.

Each organization in the public sector is unique in many ways, but Simpler makes every effort to look at relevant factors in order to determine pricing that is fair and consistent across all organizations. In addition, our clients are able to leverage the templates for general datapps built for other clients using the same software. This provides substantial savings on staffing cost and development time.

COST SAVINGS REALIZED OR COSTS AVOIDED

There are four major areas where the organization will realize savings or avoid costs when implementing the Simpler Platform.

1. Implementation time – Basic datapps can be ready to review and use in a very short timeframe compared to most enterprise reporting solutions.

2. Training time – Most users of the datapps can be trained in less than one hour sitting at their desk instead of days or weeks of expensive onsite classroom training, possibly including travel expenses.
3. Creating a report – Standard reports can be created in a few mouse clicks and ad hoc reports in a matter of minutes instead of hours and days of determining requirements and working with analysts or report writers.
4. Report generation speed – Most reports are created in a matter of seconds. You can immediately get results and modify just as quickly.

PROPRIETARY

Datapps can only be created using the proprietary Simpler platform. Datapps are dynamic XML templates which are extended by using SimplerScript™, an exclusive scripting language. The Simpler Platform and scripting language were developed in order to provide efficient and immediate access to multiple data sources with an intuitive interface designed for the average business user.

Item No. 9

Office of the
South Gate City Clerk
SEP 18 2025
FILED
2:30PM

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**

Originating Department: **Police**

Department Director: For: Darren Arakawa

City Manager: Rob Houston

SUBJECT: AGREEMENT WITH ALL CITY MANAGEMENT SERVICES, INC., FOR CROSSING GUARD SERVICES

PURPOSE: To enter into an agreement with All City Management Services, Inc., for Crossing Guard Services to continue to provide for the safety of students, parents, and staff as they walk to and from school, and to ensure that designated intersections are controlled and monitored during peak periods of pedestrian presence.

RECOMMENDED ACTION: The City Council will consider:

a. Approving an Agreement with All City Management Services, Inc. ("ACMS"), for crossing guard services for a one (1) year term, effective July 1, 2025 - June 30, 2026; and
b. Authorizing the Mayor to execute the Agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: ACMS has increased rates commensurate with the cost of living and rising operational costs. These price increases are reflected in an increase from $33.94 per hour in fiscal year 2024-2025 to $34.80 per hour in fiscal year 2025-26. Funds of $712,332.72 were budgeted from the Crossing Guard Program for crossing guard services during the FY2024-2025 budget process. However, the total annual projected costs of services for this service contract, FY2025-26, are $730,382.40, an increase of $18,049.68. The increased costs are reflected in the hourly rate increase.

BACKGROUND: Since August of 1994, the City has contracted with All City Management Services, Inc., to provide crossing guard services throughout the City. The decision to contract this operation was based on cost savings and increased operational services. The responsibility of adequately staffing school crossing locations, if a crossing guard was unable to fill his/her shift, was that of the Police Department and a sworn police officer would often be pulled off the streets to provide coverage. Use of this third party transfers staffing responsibility and, as such, the department has been very satisfied with the services provided by ACMS.

Although the South Gate Police Department has been satisfied with the service provided by ACMS, the opportunity to evaluate similar services and pricing from another contractor was recently explored. Staff conducted research and found that ACMS is essentially the only vendor in the area that can provide services on the scale required by the City of South Gate. ACMS has provided the City with outstanding service for over 20 years, as well as, being immensely responsive to the City's needs and requests.

ATTACHMENTS: A. Proposed Agreement with Exhibit A
B. Pricing Letter from ACMS for FY 2025-26

Contract No.

AGREEMENT FOR PROFESSIONAL SERVICES FOR CROSSING GUARD SERVICES BETWEEN THE CITY OF SOUTH GATE AND ALL CITY MANAGEMENT SERVICES, INC.

This Agreement for Professional Services for Crossing Guard Services ("Agreement") is made and entered into on July 1, 2025, by and between the City of South Gate, a municipal corporation ("City"), and All City Management Services, Inc., a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to retain a qualified provider for certain services relating to crossing guard services; and

WHEREAS, Consultant warrants to City that it has the requisite skills, knowledge, qualifications, manpower and expertise to perform properly and timely the Professional Services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services as described in the Scope of Services attached hereto as Exhibit "A" of this Agreement.

Now, THEREFORE, the Parties hereby agree as follows:

1. **SCOPE OF SERVICES**. City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in In the event of a conflict between Exhibit "A" and this Agreement, the terms of this Agreement shall prevail.

2. **COMPENSATION FOR SERVICES**. The total amount of compensation for this Agreement shall not exceed the sum of **Seven Hundred Thirty Thousand, Three Hundred and Eight-Two Dollars and Forty Cents ($730,382.40)** as described in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant for its professional services rendered and costs incurred pursuant to this Agreement. No

additional compensation shall be paid for any other expenses incurred, first approved in writing by the Chief of Police or his/her designee.

2.1 Consultant shall be required to attend meetings at City Hall as necessary in the delivery of the projects. Travel time between the Consultant's office and City Hall shall not be billable. Consultant may request an exemption on a case-by-case basis, which shall be subject to City approval.

2.2 Consultant shall be paid in accordance with the schedule included in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant within thirty (30) days of receipt of the invoice.

2.3 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by Consultant of its obligations under this Agreement.

3. **TERM OF AGREEMENT**. This Agreement is effective as of **July 1, 2025**, and will remain in effect for a period of one-year, through and including **June 30, 2026**, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

4. **CITY AGENT**. The Chief of Police ("Director"), or his/her designee, for the purposes of this Agreement, is the agent for City. Whenever approval or authorization is required, Consultant understands that the Director, or his/her designee, has the authority to provide that approval or authorization.

5. **CONFLICT OF INTEREST**. Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located in the City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having any such interest shall be employed by it. Within ten (10) days, Consultant agrees that it will immediately notify City of any other conflict of interest that may exist or develop during the term of this Agreement.

5.1 Consultant represents that no City employee or official has a material financial interest in Consultant's business. During the term of this Agreement and/or as a result of being awarded this confract, Consultant shall not offer,

encourage, or accept any financial interest in Consultant's business or in this Agreement by any City employee or official.

6. GENERAL TERMS AND CONDITIONS.

6.1 Termination for Convenience, City may terminate this Agreement at any time without cause by giving thirty (30) days written notice to Consultant of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials shall, at the option of City, become its property. If this Agreement is terminated by City as provided herein, Consultant will be paid the total amount of its costs as of the termination date. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement.

6.2 Termination for Cause.

6.2.1 City may, by written notice to Consultant, terminate the whole or any part of this Agreement in any of the following circumstances:

a. If Consultant fails to perform the services required by this Agreement within the time specified herein or any authorized extension thereof; or

b. If Consultant fails to perform the services called for by this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in either of these circumstances does not correct such failure withing a period of ten (10) days (or such longer period as City may authorize in writing) after receipt of notice from City specifying such failure.

6.2.2 In the event City terminates this Agreement in whole or in part as provided above in Subsection 6.2.1, City may procure, upon such terms and in such manner as it may deem appropriate, services similar to those terminated.

6.2.3 If this Agreement is terminated as provided above in Subsection 6.2.1, City may require Consultant to provide all finished or unfinished documents, data, studies, drawings, maps, photographs, reports, films, charts, sketches, computations, surveys, models, or other similar

documentation prepared by Consultant. Upon such termination, Consultant shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents whether delivered to City or in possession of Consultant, and to authorized reimbursement expenses.

6.2.4 If, after notice of termination of the Agreement under the provisions of Subsection 6.2.1 above, it is determined, for any reason, that Consultant was not in default, or that the default was excusable, then the rights and obligations of the Parties shall be the same as if the notice of termination had been issued pursuant to Subsection 6.1. above.

6.3 Non-Assignability. Consultant shall not assign or transfer any interest in this Agreement without the express prior consent of City.

6.4 Non-Discrimination.

6.4.1 Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of to race, creed, gender, gender identity (including gender expression), color, religion, ancestry, sexual orientation, national origin, disability, age, marital status, family/parental status, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes of the Federal, State, and County and the City governments. Consultant will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment without regard to their race, color, religion, ancestry, sex, national origin, disability, or age. Consultant will take affirmative action to ensure that all employment practices, including those of any subcontractors retained by Consultant to perform services under this Agreement, are free from such discrimination. Such employment practices include, but are limited to: hiring, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

6.4.2 The provisions of Subsection 6.4.2 above shall be included in all solicitations or advertisements placed by or on behalf of Consultant for personnel to perform any services under this Agreement. City shall have access to all documents, data, and records of Consultant and its subcontractors for purposes of determining compliance with the equal employment opportunity and nondiscrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 (relating to federal restrictions against discriminatory practices) is available for review and on file with the City Clerk's Office.

6.5 Insurance. Consultant shall submit to City, certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:

6.5.1 Workers Compensation Insurance as required by law. Consultant shall require all subcontractors similarly to provide such workers' compensation insurance for their respective employees.

6.5.2 Comprehensive general and automobile liability insurance protecting Consultant in amounts not less than $1,000,000 for personal injury to any one person, $1,000,000 for injuries arising out of one occurrence, and $500,000 for property damages or a combined single limit of $1,000,000, with an aggregate of $2,000,000. Each such policy of insurance shall:

(a) Be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California or which is approved in writing by City.

(b) Name and list as additional insured the City, its officers and employees.

(c) Specify its acts as primary insurance.

(d) Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled except upon thirty (30) days prior written notice to City of such cancellation or material change. "

(e) Cover the operations of Consultant pursuant to the terms of this Agreement.

6.6 Indemnification. Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, officers and representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.7 Compliance with Applicable Law. Consultant and City shall comply with all applicable laws, ordinances, and codes of the Federal, State, County and City governments, without regard to conflict of law principles.

6.8 Independent Contractor. This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture, or association, as between City and Consultant.

6.8.1 Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner, represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.8.2 Indemnification of CalPERS Determination - In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall

indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as, for the payment of any penalties and interest on such contributions which would otherwise be the responsibility of City.

6.8.3 Business License Required. According to Title 2.08.40 of the South Gate

Municipal Code, a business license will be required prior to doing business within the City, even if the business is located outside of the City. Verification of a valid South Gate business license will be required prior to start of work and any fees associated with the acquisition or maintenance of such business license shall be the sole responsibility of Consultant.

6.9 Consultant's Personnel.

6.9.1 All services required under the Agreement will be performed by Consultant, or under Consultant's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services, including, without limitation, a City of South Gate business license as required by the South Gate Municipal Code.

6.9.2 Consultant shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Agreement, and compliance with all reasonable performance standards established by City.

6.9.3 Consultant shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance and Social Security.

6.9.4 Consultant shall indemnify and hold harmless City and all other related entities, officers, employees and representatives from any liability, damages, claims, costs, and expenses of any nature arising from alleged violations of personnel practices or of any acts of

omissions by Consultant in connection with the work performed arising from this Agreement.

6.10 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.

6.11 Legal Construction.

6.11.1 This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced, and governed under the laws of the State of California without regard to conflict of law principles.

6.11.2 This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

6.11.3 The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.

6.11.4 Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.12 Counterparts. This Agreement may be executed in counterparts and, as so executed, shall constitute an agreement which shall be binding upon all Parties hereto.

6.13 Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished, or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10)

calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, subconsultants and agents.

6.14 Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably, timely manner, such correction shall be made by City, and the cost thereof shall be charged to Consultant.

6.15 Files. All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.

6.16 Waiver; Remedies Cumulative. Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.

6.17 Mitigation of Damages. In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

6.18 Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

6.19 Attorneys' Fees. The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that Party or those Parties may be entitled.

6.20 Entire Agreement and Amendments. This Agreement constitutes the whole agreement between City and Consultant, and neither party has made any representations to the other except as expressly contained herein. Neither party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any amendments, changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

6.21 Notices. Any notice required to be given hereunder shall be deemed to have been given by email transmission with confirmation of delivery and depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:
City of South Gate
Darren Arakawa, Chief of Police
8620 California Avenue
South Gate, CA 90280
Email: darakawa@sogate.org
TEL: (323) 563-5408

WITH COURTESY COPY TO:
City Clerk's Office
Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
TEL: (323)563-9510

TO CONSULTANT:
Demetra Farwell
Corporate Secretary
All City Management Services, Inc.
10440 Pioneer Blvd., Suite 5
Santa Fe Springs, CA, 90670
demetra@thecrossingguardcompanv.com
TEL: (424) 298-9307

6.22 Warranty of Authorized Signatories. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.

6.23 Consultation with Attorney. Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.

6.24 Interpretation Against Drafting Party. City and Consultant agree that they have cooperated in the review and drafting of this agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.

7. **CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT**. In accordance with California SB1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision is made to award an agreement. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Agreement.

8. **EFFECTIVE DATE**. The effective date of this Agreement is **July 1, 2025**, and will remain in effect through and including **June 30, 2026** unless otherwise terminated in accordance with the terms of this Agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By:_____
Maria Davila, Mayor

Dated:_____

ATTEST:

By:_____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:_____
Raul F. Salinas, City Attorney

ALL CITY MANAGEMENT SERVICES, INC.

By: Demetra Farwell
Demetra Farwell, Corporate Secretary

Dated: September 18, 2025

AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the "Agreement") is dated August 12, 2025, and is between the (CITY OF SOUTH GATE) (hereinafter called the "Principal"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a term which commences on or about July 1, 2025, and ends on June 30, 2026, and for such term thereafter as the parties may agree upon.

2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a "Crossing Guard". The Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the Principal.

3. The Principal's representative in dealing with the Contractor shall be designated by the City of South Gate.

4. The Principal shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.

5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.

6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.

7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.

8. Crossing Guard Services (the "Services") shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under Principal's jurisdiction. The

Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.

9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand held Stop signs and any other safety equipment which may be necessary.

10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the Principal a Certificate of Insurance naming the Principal and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than $1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the Principal and shall not call on the Principal's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the Principal, its officers, agents and interest of the Principal. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the Principal.

11. Contractor agrees to defend, indemnify and hold harmless the Principal, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a "Claim" and collectively, the "Claims") that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.

a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.

b) In the event the Principal, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay Principal, its officers, agents, or employees, any and all costs and expenses incurred by the Principal, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.

c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of Principal, liability will be apportioned between Contractor and Principal based upon the parties' respective degrees of culpability, as determined by the court, and Contractor's duty to indemnify Principal will be limited accordingly.

d) Notwithstanding anything to the contrary contained herein, Contractor's indemnification obligation to Principal for Claims under this Agreement will be limited to the maximum

combined aggregate of Contractor's general liability and umbrella insurance policies in the amount of $6,000,000 (Six Million Dollars).

12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.

13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the Principal.

14. The Principal agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Thirty-four Dollars and Eighty Cents **($34.80)** per hour, per Crossing Guard during the term. Based on a minimum of thirty-seven (37) locations it is understood that the cost for providing 20,988 hours of service shall not exceed Seven Hundred Thirty Thousand, Three Hundred Eighty-two Dollars and Forty Cents ($730,382.40).

    For automatic renewals, the cost adjustments each year shall be equal to the cost during the immediately preceding one year period increased by the greater of either: (a) the percentage of increase in the Consumer Price Index for US – City Average (as promogulated by the Bureau of Labor Statistics of the U.S. Department of Labor) during the immediately preceding twelve (12) months; or (b) three percent (3%) .

15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.

16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide Principal with 60 days-notice of its request to increase pricing. Principal agrees to review and respond to said notice within 30 days of receipt.

17. The Principal shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.

18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

PRINCIPAL

City of South Gate

By_____
Signature

_____
Print Name and Title

Date: _____

CONTRACTOR

All City Management Services, Inc.

By Demetra Farwell
D. Farwell, Corporate Secretary

Date: September 18, 2025

ATTEST:

By: _____
Yodit Glaze, City Clerk

APPROVED AS TO FORM:

DRAFT

By:_____
Raul F. Salinas, City Attorney

ALL CITY MANAGEMENT SERVICES

June 4, 2025

Steve Thoreson
City of South Gate
8620 California Ave., South Gate, CA 90280

Dear Sergeant,

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement for Crossing Guard Services through the 2025-2026 school years.

As you may know, hiring challenges have impacted all sectors of the labor market across the nation. Recently the United States Chamber of Commerce has published an article "Understanding America's Labor Shortage", which illustrates how thousands of jobs are published each month and yet a significant number of positions still remain unfilled. Essentially, labor force participations rates have still not returned to pre-COVID levels. This situation leads to heightened competition among businesses as they vie for the limited pool of available talent.

ACMS has experienced these same challenges and in many cases, we've transitioned a significant number of employees from an older, primarily stable workforce to a younger mobile workforce. This new segment of our employees are more sensitive to current cost-of-living increases and are looking for higher wages and more hours. They often accept our position and work for days, sometimes weeks and if we're lucky months then abruptly leave when they find higher pay.

For these reasons, as well as cost increases in most segments of our business, we must appeal for an increase in our hourly rate for the upcoming 2025-2026 school years. To facilitate the calculation of the 2025-2026 annual cost of your Crossing Guard program, we have developed and included with this letter a Client Worksheet. This Worksheet details the new hourly billing rate and the overall estimated program cost, based on the number of sites and the hours worked at each site.

We remain committed to providing a safe, cost-effective and professional School Crossing Guard Program and we hope you will find this new pricing acceptable. If you have any questions or need additional information, please contact me at (800) 540-9290. Take care.

Sincerely,

Baron Farwell

Baron Farwell,
General Manager

All City Management Services Inc.

Client Worksheet 2025 - 2026

Department: **1001501**

Billing Rate for 2025 - 2026: **$ 34.80**

City of South Gate
8620 California Ave
South Gate, CA 90280

KEY:
Traditional Calendar:
For sites with no regularly scheduled early release days, use 180 regular days

Sites with traditional calendar:

33 Sites at 3.00 hrs per day	99 Total Hrs/day	X	180 days/yr	X	$34.80 Hourly Billing Rate	=	$620,136.00
2 Sites at 4.25 hrs per day	8.5 Total Hrs/day	X	144 days/yr	X	$34.80 Hourly Billing Rate	=	$42,595.20
4.75 hrs early release	9.5 Total Hrs/day	X	36 days/yr	X	$34.80 Hourly Billing Rate	=	$11,901.60
2 Sites at 4.25 hrs per day	8.5 Total Hrs/day	X	144 days/yr	X	$34.80 Hourly Billing Rate	=	$42,595.20
5.25 hrs early release	10.5 Total Hrs/day	X	36 days/yr	X	$34.80 Hourly Billing Rate	=	$13,154.40

TOTAL NUMBER OF SITES	**37.00**		
HOURS FOR TRADTIONAL	20,988.00	PROJECTED COST FOR TRADTIONAL	$730,382.40
HOURS FOR WINTER & SUMMER BREAK	-	PROJECTED COST FOR WINTER & SUMM	$0.00
TOTAL PROJECTED HOURS	**20,988.00**	**TOTAL ANNUAL PROJECTED COST**	**$730,382.40**

Matrix

ALL CITY MANAGEMENT SERVICES

					1001501	South Gate, City of

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Pendleton Ave / Wright Rd (SW) 1855	Schedule time:	07:55 AM - 08:55 AM 02:30 PM - 03:30 PM	07:55 AM - 08:55 AM 02:30 PM - 03:30 PM	07:55 AM - 08:55 AM 01:30 PM - 02:30 PM	07:55 AM - 08:55 AM 02:30 PM - 03:30 PM	07:55 AM - 08:55 AM 02:30 PM - 03:30 PM		
Lugo Elementary 3106031493 **Lynwood USD**								
Weekly Total 15.000 / **0**								
Main St / Garfield Ave (SW)2314	Schedule time:	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 01:10 PM - 02:10 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM		
Hollydale Elem 5626028016 **Paramount USD**								
Weekly Total 15.000 / **0**								
Main St / Pennsylvania Ave (SE) 2313	Schedule time:	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM	07:45 AM - 08:45 AM 01:10 PM - 02:10 PM	07:45 AM - 08:45 AM 02:20 PM - 03:20 PM		
Hollydale Elem 5626028016 **Paramount USD**								
Weekly Total 15.000 / **0**								

Matrix

ALL CITY MANAGEMENT SERVICES

			1001501	South Gate, City of

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Missouri Ave / State St (SW) 1636	Schedule time:	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 01:05 PM - 02:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM		
Victoria Avenue Elem 3235671261 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Victoria Ave / Missouri Ave (SW) 2181	Schedule time:	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 01:05 PM - 02:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM		
Victoria Avenue Elem 3235671261 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Victoria Ave / Tweedy Blvd (NW) 2182	Schedule time:	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 01:05 PM - 02:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM		
Victoria Avenue Elem 3235671261 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Long Beach Blvd/ Willow Pl (SE) 20504	Schedule time:	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 01:10 PM - 02:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM		
Willow Elem 3235685760 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Santa Fe Ave/Willow Pl (NE)20505	Schedule time:	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 01:10 PM - 02:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM		
Willow Elem 3235685760 **Los Angeles USD**								
Weekly Total 15.000 / **0**								

Matrix

ALL CITY MANAGEMENT SERVICES

						1001501	South Gate, City of	

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Tweedy Blvd / Atlantic Ave (NW) 2162 **Tweedy Boulevard Elem** 3235682828 **International Studies Learning Center** **Visual and Performing Arts High School (VAPA) & STEAM HS** **Los Angeles USD** **Weekly Total** 21.667 / **0**	Schedule time:	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 01:20 PM - 03:15 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM		
Tweedy Blvd/Atlantic Ave (SE) 20507 **Tweedy Boulevard Elem** 3235682828 **International Studies Learning Center** **Visual and Performing Arts High School (VAPA) & STEAM HS** **Los Angeles USD** **Weekly Total** 21.667 / **0**	Schedule time:	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 01:20 PM - 03:15 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM		
California Ave / Duane Way (W) 550 **Victoria Avenue Elem** 3235671261 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 01:05 PM - 02:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM		
California Ave / Missouri Ave (E) 553 **Victoria Avenue Elem** 3235671261 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 01:05 PM - 02:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM	07:05 AM - 08:05 AM 02:05 PM - 03:05 PM		

Matrix

ALL CITY MANAGEMENT SERVICES

						1001501	South Gate, City of	

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Kansas Ave / Long Beach Blvd (NW) 1355	Schedule time:	07:20 AM - 08:20 AM 02:10 PM - 03:10 PM	07:20 AM - 08:20 AM 01:10 PM - 02:10 PM	07:20 AM - 08:20 AM 02:10 PM - 03:10 PM	07:20 AM - 08:20 AM 02:10 PM - 03:10 PM	07:20 AM - 08:20 AM 02:10 PM - 03:10 PM		
Stanford Primary 3235639208 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Madison Ave / Santa Ana St (IFOS /SE) 1531	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
State Street Elem 3235827358 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Santa Ana St / State St (NW)2014	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
State Street Elem 3235827358 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Pinehurst Ave / Tweedy Blvd (NW) 1871	Schedule time:	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 01:10 PM - 02:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM		
Tweedy Boulevard Elem 3235682828 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Southern Ave / Atlantic Ave (SW) 2091	Schedule time:	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 01:10 PM - 02:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM	07:10 AM - 08:10 AM 02:10 PM - 03:10 PM		
Tweedy Boulevard Elem 3235682828 **Los Angeles USD**								
Weekly Total 15.000 / **0**								

Matrix

ALL CITY MANAGEMENT SERVICES

							1001501	South Gate, City of	

			Mon	Tue	Wed	Thu	Fri	Sat	Sun
San Vincent Ave / Southern Ave (SW) 2002		Schedule time:	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 01:40 PM - 02:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM		
South Gate Mid 3235684000 **Los Angeles USD**									
Weekly Total 15.000 / **0**									
Otis St / Firestone Blvd (IFOS) (E AM / W PM) 1797		Schedule time:	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 01:40 PM - 02:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM	07:15 AM - 08:15 AM 02:40 PM - 03:40 PM		
South Gate Middle 3235684000 **Los Angeles USD**									
Weekly Total 15.000 / **0**									
Illinois Ave / Long Beach Blvd (E AM / W PM) 1284		Schedule time:	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 01:00 PM - 02:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM		
Stanford Avenue Elem 3235698117 **Los Angeles USD**									
Weekly Total 15.000 / **0**									
Illinois Ave / Stanford Ave (NW) 1285		Schedule time:	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 01:00 PM - 02:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM		
Stanford Avenue Elem 3235698117 **Los Angeles USD**									
Weekly Total 15.000 / **0**									
Illinois Ave / Truba Ave (NE) 1286		Schedule time:	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 01:00 PM - 02:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM		
Stanford Avenue Elem 3235698117 **Los Angeles USD**									
Weekly Total 15.000 / **0**									

Matrix

ALL CITY MANAGEMENT SERVICES

				1001501	South Gate, City of

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
San Juan Ave / Ardmore Ave (SW) 1997 **San Gabriel Elem** 3235671488 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 01:10 PM - 02:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM		
San Juan Ave / Firestone Blvd (NW) 1998 **San Gabriel Elem** 3235671488 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 01:10 PM - 02:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM	07:05 AM - 08:05 AM 02:10 PM - 03:10 PM		
San Miguel Ave / Tweedy Blvd (NW Corner) 2000 **San Miguel Elem** 3235670511 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 01:00 PM - 02:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM	07:10 AM - 08:10 AM 02:00 PM - 03:00 PM		
Tweedy Blvd / Stanford Ave (SW) 2160 **South East Mid** 3235683100 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 01:40 PM - 02:40 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM		
Tweedy Blvd / Truba Ave (NW AM / SW PM) 2161 **South East Mid** 3235683100 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 01:40 PM - 02:40 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM	07:10 AM - 08:10 AM 02:45 PM - 03:45 PM		

Matrix

ALL CITY MANAGEMENT SERVICES

				1001501	South Gate, City of

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Tweedy Blvd / Legacy Ln 15550	Schedule time:	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:10 PM - 03:15 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM		
International Studies Learning Center 3233577521 **Visual and Performing Arts High School (VAPA) & STEAM HS** **Los Angeles USD**								
Weekly Total 20.833 / **0**								
Liberty Blvd / Long Beach Blvd (SE) 1472	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
Liberty Boulevard Elem 3235834196 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Liberty Blvd / Seville Ave (SW) 1473	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
Liberty Boulevard Elem 3235834196 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Montara Ave / Tweedy Blvd (N AM / SE PM) 1647	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
Montara Avenue Elem 3235671451 **Los Angeles USD**								
Weekly Total 15.000 / **0**								
Madison Ave / Southern Ave (SW) 1532	Schedule time:	07:00 AM - 08:00 AM 02:15 PM - 03:15 PM	07:00 AM - 08:00 AM 02:15 PM - 03:15 PM	07:00 AM - 08:00 AM 02:15 PM - 03:15 PM	07:00 AM - 08:00 AM 02:15 PM - 03:15 PM	07:00 AM - 08:00 AM 12:15 PM - 01:15 PM		
Saint Helen Elem 3235665491 **Los Angeles USD**								
Weekly Total 15.000 / **0**								

Matrix

ALL CITY MANAGEMENT SERVICES

			1001501	South Gate, City of

		Mon	Tue	Wed	Thu	Fri	Sat	Sun
Alexander Ave / Missouri Ave (W AM / E PM) 178 **Bryson Avenue Elem** 3235697141 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
Hunt Ave / Tweedy Blvd (NE) 1266 **Bryson Avenue Elem** 3235697141 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 01:10 PM - 02:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM	07:15 AM - 08:15 AM 02:10 PM - 03:10 PM		
Independence Ave / State St (NE) 1294 **Independence Elem** 3232499559 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 01:00 PM - 02:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM		
Independence Ave / Victoria Ave (E AM / W PM) 1295 **Independence Elem** 3232499559 **Los Angeles USD** **Weekly Total** 15.000 / **0**	Schedule time:	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 01:00 PM - 02:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM	07:05 AM - 08:05 AM 02:00 PM - 03:00 PM		
Tweedy Blvd / Legacy Ln 15549 **International Studies Learning Center** 3233577521 **Visual and Performing Arts High School (VAPA) & STEAM HS** **Los Angeles USD** **Weekly Total** 20.833 / **0**	Schedule time:	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:10 PM - 03:15 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM	07:15 AM - 09:00 AM 02:30 PM - 04:00 PM		

Office of the
South Gate City Clerk

SEP 18 2025

FILED

10:55 am

Item No. 10

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Community Development**

Department Director: _____ ***City Manager:*** _____
For: Gabriel Perez — Rob Houston

SUBJECT: REQUEST TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE GATEWAY CITIES COUNCIL OF GOVERNMENTS FOR TECHNICAL ASSISTANCE UNDER THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS FOR A REGIONAL EARLY ACTION PLANNING SUBREGIONAL PARTNERSHIP 2.0 PROGRAM GRANT

PURPOSE: To request City Council approval of a memorandum of understanding ("MOU") between the Gateway Cities Council of Governments ("GCCOG") and the City of South Gate for technical assistance provided under a Regional Early Action Planning ("REAP") Subregional Partnership ("SRP") 2.0 Program Grant funded by the Southern California Association of Governments ("SCAG").

RECOMMENDED ACTIONS: Approve an MOU with GCCOG for technical assistance for a REAP SRP 2.0 Program Grant under SCAG.

FISCAL IMPACT: There is no negative fiscal impact to the General Fund. The MOU will be funded entirely by the REAP SRP 2.0 Program Grant funded by SCAG and managed by GCCOG. Grant funding will potentially be up to $314,350.41.

ANALYSIS: GCCOG will engage one of its REAP SRP 2.0 technical assistance consultants to perform the Scope of Work requested by the City and manage the full payment of those services from the grant funding pursuant to the MOU with the City and its MOU with SCAG. A request for proposal (RFP) was released by GCCOG to its REAP SRP 2.0 technical assistance consultants. The scope of work includes the following:

Scope of Work

A. Kick-Off Meeting: The City will meet with the GCCOG, GCCOG's consultant, and any other stakeholder or responsible agency involved in the project.

B. Data Review and Site Reconnaissance: Review existing documents including the draft Gateway District Specific Plan ("GDSP"), environmental documents, and Metro's plans. Site visits will be done to evaluate the area.

C. Project Description: The City wishes to revive the GDSP and other documents that were prepared but not adopted to create a new specific plan, master plan, area plan or Zoning District Amendments that aligns with Metro's plans for a transit center and encourages transit-oriented development. Since the preparation of the draft GDSP, Metro has refined its plans causing inconsistencies with the draft GDSP. Revisions to the GDSP are necessary before it can be adopted.

D. Community Engagement: City Council and Planning Commission meetings will be scheduled as necessary. Inclusive outreach for Disadvantaged and Historically Underserved Communities will be done. Consultation with previous Steering Committee members will be done if feasible.

    a. Environmental Review and Technical Studies Environmental Review: The City will need to prepare an environmental document consistent with the California Environmental Quality Act (CEQA) prior to adopting a specific plan or master plan. Any opportunities for environmental review that can be streamlined relying on the City's General Plan EIR analysis or general law exemptions will be reviewed.

    b. Technical Studies/Assessments: Included in the CEQA document will be technical studies that may cover impacts related to air quality, biology, cultural resources, hazards and hazardous materials, hydrology and water quality, land use and planning, noise, traffic and transportation, and other issues if necessary.

GCCOG received one proposal from AECOM that meets the scope of work provided above. It is anticipated that the work will take 40 weeks to complete, or by summer 2026. The total cost is $314,350.41, which will be funded entirely by the REAP SRP 2.0 Program Grant.

BACKGROUND: The GCCOG subregion consists of 27 cities and additional unincorporated communities in Southeast Los Angeles County, with a total population of just under two million. The subregion is predominantly urban and is suited for infill development or redevelopment. The Gateway Cities are served by a transportation network that includes major freeways and arterial roads, light rail lines, and local transit bus systems, with two additional light rail lines in environmental review. The subregion is also home to the Port of Long Beach and neighbor to the Port of Los Angeles. Together, they form the nation's largest marine port complex, and freight moves through the Gateway Cities by truck and rail. The Los Angeles and San Gabriel rivers also traverse the region from north to south. The Gateway Cities have collaborated via the GCCOG Joint Powers Authority since the mid-1990's, on transportation, air quality, housing, and economic development issues. The City of South Gate is part of the GCOG subregion.

On March 4, 2025, the GCCOG entered into an MOU with SCAG for a REAP SRP 2.0 Program Grant. GCCOG was awarded funding the Program, which is intended to:

- Accelerate Infill Development that Facilitates Housing Supply, Choice, and Affordability
- Affirmatively Further Fair Housing
- Reduce Vehicle Miles Traveled ("VMTs")

GCCOG has selected and entered into master agreements with a bench of consultants to provide technical assistance ("TA") to cities to support the development of housing, with a specific focus on the development of affordable infill housing – both rental and owner-occupied. The purpose of

GCOG's TA Team is to provide the technical resources that cities need to more easily, quickly, and efficiently implement the goals, policies and programs included in cities' 6th cycle housing elements. An RFP was prepared on behalf of the City of South Gate and shared with the entire bench of three consultants.

Gateway District Specific Plan

Prior to 2015, properties northeast of the Firestone Boulevard/Atlantic Avenue intersection in South Gate were zoned M-2 and M-3, light and heavy manufacturing, respectively. In 2015, the City adopted a comprehensive zoning code update, which created the TV (Transit Village) zone and rezoned properties northeast of the Firestone Boulevard/Atlantic Avenue intersection to TV in anticipation of Metro's plans for a transit center at that location.

In 2019, the City of South Gate prepared the Gateway District Specific Plan (GDSP) for the area but did not adopt it because of a lack of inclusionary housing provisions. In 2022, South Gate adopted an inclusionary housing ordinance but did not return to review the GDSP until now.

It is anticipated that REAP 2.0 funding will be used to support the City's efforts to align housing, transportation, and climate goals. The City may use the funding to revive its GDSP and other documents that were prepared but not adopted. Funding may be used to create a new specific plan, master plan, area plan or Zoning District Amendments that aligns with Metro's plans for a transit center and encourages transit-oriented development. Since the preparation of the draft GDSP, Metro has refined its plans causing inconsistencies with the draft GDSP. Revisions to the GDSP are necessary before it or a similar document can be adopted.

ATTACHMENTS:
A. Memorandum of Understanding
B. Request for Proposal dated July 29, 2025
C. Proposal from AECOM dated August 19, 2025

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
GATEWAY CITIES COUNCIL OF GOVERNMENTS
AND THE CITY OF SOUTH GATE
FOR TECHNICAL ASSISTANCE UNDER SCAG REAP 2.0 PROGRAM

This Memorandum of Understanding ("MOU") is dated September 23, 2025 ("Effective Date") and entered into by and between the Gateway Cities Council of Governments ("GCCOG") and the City of South Gate ("City") (each a Party to this MOU and collectively, the "Parties").

RECITALS

A. On March 4, 2025, the GCCOG entered into a Memorandum of Understanding ("SCAG MOU") with the Southern California Association of Governments ("SCAG") for a Regional Early Action Planning ("REAP") Subregional Partnership ("SRP") 2.0 Program Grant. The grant includes funding for the GCCOG to provide housing element technical assistance to its member cities. The GCCOG has engaged consultants to perform these technical assistance services.

B. The City desires technical assistance pursuant to the SCAG MOU and agrees to the terms and conditions set forth herein to receive such services.

NOW, THEREFORE, IT IS MUTUALLY AGREED THAT:

1. Scope of Work and City Responsibilities.

The City requests technical assistance as set forth in the Scope of Work attached hereto as Exhibit "A" and incorporated herein by this reference. The City agrees to:

A. Provide a point of contact to serve as the City's Project Manager with name, title, and contact information.

B. Participate in scheduled conference calls and meetings from the anticipated start date to completion date.

C. Provide accurate information relevant and necessary to perform the Scope of Work.

D. Respond to the GCCOG or its consultant's requests related to the Scope of Work in a timely manner, such as providing information and feedback on draft documents, approaches, and designs.

2. GCCOG Responsibilities.

The GCCOG will engage one of its REAP 2.0 technical assistance consultants to perform the Scope of Work requested by the City and manage the full payment of those services from the grant funding pursuant to the SCAG MOU.

3. SCAG MOU

The Parties acknowledge and agree that the performance of the Scope of Work as set forth herein is made possible by the SCAG MOU, and that all work performed under this MOU shall be consistent and in compliance with the terms and provisions of the SCAG MOU.

4. SCAG Requirements.

A. The final deliverables will be presented to the City Council or its designee for consideration to adopt as required by the REAP 2.0 grant funds or adopt and pursue the recommendations as may be allowable. All uses that include the creation of planning documents, rezoning, and guiding development by updating planning documents, development standards, and zoning ordinances, including general plans, community plans, specific plans, sustainable communities strategies, and local coastal programs must be accompanied by a commitment to adopt by the expenditure deadline.

B. All public-facing communications materials produced under this MOU shall acknowledge and give credit to SCAG, whether with a logo or language. For information, please refer to the SCAG Brand Guidelines.

C. To promote awareness and encourage local support, local elected officials in the project area should be invited to outreach activities.

D. The SCAG MOU (M-022-25) between GCCOG and SCAG effective March 4, 2025, is incorporated into this MOU by reference. In the event of conflict between this MOU and the SCAG MOU, the SCAG MOU prevails.

5. Governing Law.

This MOU shall be governed by the laws of the State of California and venue shall lie in Los Angeles County.

6. Disputes.

Any dispute arising under this MOU which is not resolved by mutual agreement shall be decided through binding arbitration by a neutral arbitrator selected by the Parties. The arbitration proceedings shall be governed by any rules the Parties mutually agree upon in writing. A judgment upon the award rendered by arbitration may be entered into any court having jurisdiction thereof. The arbitrator shall have the authority to grant any remedy or relief that would have been available to the Parties had the matter been heard in a court of law. Following arbitration, the arbitrator shall prepare a written decision containing the essential findings and conclusions on which the award is based. All expenses and fees for the arbitrator and expenses for hearing facilities and other expenses of arbitration shall be borne equally by both Parties unless they agree otherwise in writing or unless the arbitrator in the award assesses such expenses against one of the parties or allocates such expenses other than equally between the Parties. Either Party

may bring an action in court to compel arbitration under this MOU or to enforce an arbitration award.

7. No Waiver.

A waiver by either Party of any breach of any term, covenant or condition contained in this MOU shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained in this MOU, whether of the same or different character.

8. Severability.

If any part of this MOU is held invalid, the remaining terms and conditions shall not be affected unless their enforcement under the circumstances would be unreasonable, inequitable, or otherwise frustrate the purposes of this MOU.

8. Independent Contractor.

The Parties are independent entities and are not to be, and shall not be, construed as joint venturers, partners, employer/employee, or agents one of the other, and neither shall have the power to bind or obligate the other except as set forth in this MOU.

9. Construction.

The Parties have participated jointly in the negotiation and drafting of this MOU. In the event an ambiguity or question of intent or interpretation arises with respect to this MOU, this MOU shall be construed as if drafted jointly by the Parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any Party by virtue of the authorship of any of the provisions of this MOU.

10. Captions.

The captions herein are for convenience and references only and are not a part of this MOU and do not in any way limit, define or amplify the terms and provisions hereof.

11. Entire Agreement.

This MOU, including Exhibit A attached hereto, constitutes the entire agreement between the Parties and supersedes any previous oral or written agreements with respect to the subject of this MOU. No amendment or modification to this MOU shall be valid and binding unless in writing and signed by authorized representatives of the Parties.

12. Authority to Execute this MOU.

Each person executing this MOU on behalf of a Party warrants and represents that they have the authority to execute this MOU on behalf of that Party and the authority to bind that Party to the provisions of this MOU.

13. Counterparts.

This MOU may be executed in counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the authorized representatives of the Parties have caused this MOU to be executed as of the date of the last signature below.

CITY	GCCOG
_____	_____
Maria Davila, Mayor	Hector De La Torre, Executive Director
Date: _____	Date: _____

ATTEST:

_____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM: DRAFT	APPROVED AS TO FORM:
_____	_____
Raul F. Salinas, City Attorney	Ivy M. Tsai, General Counsel

EXHIBIT A

SCOPE OF WORK

GATEWAY CITIES
COUNCIL OF GOVERNMENTS

Gateway Cities Council of Governments

REQUEST FOR PROPOSALS FOR REGIONAL EARLY ACTION PLANNING (REAP 2.0) GRANT CITY OF SOUTH GATE – GATEWAY DISTRICT SPECIFIC PLAN

Proposal Submittal Deadline
5:00 p.m., Friday, August 19, 2025

Contact Person:
Melani Smith, Director of Regional Development
Gateway Cities Council of Governments
16401 Paramount Blvd
Paramount, CA 90723
(213) 479-0719 msmith@gatewaycog.org

John F. Signo, Planning Manager
City of South Gate
8650 California Avenue
South Gate, CA, 90280
(323) 563-9569 jsigno@sogate.org

July 29, 2025

INTRODUCTION

The Gateway Cities Council of Governments (GCCOG) subregion consists of 27 cities and additional unincorporated communities in Southeast Los Angeles County, with a total population of just under two million. The subregion is predominantly urban and is suited for infill development or redevelopment. The Gateway Cities are served by a transportation network that includes major freeways and arterial roads, light rail lines, and local transit bus systems, with two additional light rail lines in environmental review. The subregion is also home to the Port of Long Beach and neighbor to the Port of Los Angeles. Together, they form the nation's largest marine port complex, and freight moves through the Gateway Cities by truck and rail. The Los Angeles and San Gabriel rivers also traverse the region from north to south. The Gateway Cities have collaborated via the GCCOG Joint Powers Authority since the mid-1990's, on transportation, air quality, housing, and economic development issues. For additional information about the GCCOG, please visit www.gatewaycog.org.

Gateway Cities was awarded funding from the Southern California Association of Government (SCAG) Regional Early Action Program 2.0 (REAP21) Subregional Partnership Program, which is intended to: Accelerate Infill Development that Facilitates Housing Supply, Choice, and Affordability; and Affirmatively Further Fair Housing; and Reduce Vehicle Miles Traveled.

The GCCOG has selected and entered into master agreements with a bench of consultants to provide technical assistance to cities to support the development of housing, with a specific focus on the development of affordable infill housing – both rental and owner-occupied. The purpose of Gateway Cities' TA Team is to provide the technical resources that Gateway Cities need to more easily, quickly, and efficiently implement the goals, policies and programs included in their 6th cycle housing elements. This Request for Proposals is being shared with the entire bench of three consultants and one proposal will be selected to provide the project services.

PROJECT BACKGROUND

Prior to 2015, properties northeast of the Firestone Boulevard/Atlantic Avenue intersection in South Gate were zoned M-2 and M-3, light and heavy manufacturing, respectively. In 2015, the City adopted a comprehensive zoning code update, which created the TV (Transit Village) zone and rezoned properties northeast of the Firestone Boulevard/Atlantic Avenue intersection to TV in anticipation of Metro's plans for a transit center at that location. In 2019, the City of South Gate prepared the Gateway District Specific Plan (GDSP) for the area but did not adopt it because there was not an inclusionary housing ordinance. The draft GDSP is located here: GATEWAY DISTRICT SPECIFIC PLAN City of South Gate. In 2022, South Gate adopted an inclusionary housing ordinance but did not return to review the GDSP until now.

This project is funded through the Regional Early Action Planning Grant (REAP 2.0) and supports the City's efforts to align housing, transportation, and climate goals. This Request for Proposals (RFP) is being distributed to the bench of consultants by the Gateway Cities Council of Governments (COG) on behalf of the City of South Gate.

Project Approach

To utilize and evaluate the previously drafted GDSP and other documents prepared to pursue adoption of a final specific plan, master plan, area plan or Zoning District amendments that aligns

with Metro's current plan for a transit center and the City's desire for transit-oriented development.

SCOPE OF WORK

A. Kick-Off Meeting – The City will meet with the Gateway Cities Council of Governments (GCCOG), GCCOG's consultant, and any other stakeholder or responsible agency involved in the project.

B. Data Review and Site Reconnaissance – Review existing documents including the GDSP, environmental documents, and Metro's plans. Site visits will be done to evaluate the area.

C. Project Description – The City wishes to revive the GDSP and other documents that were prepared but not adopted to create a new specific plan, master plan, area plan or Zoning District Amendments that aligns with Metro's plans for a transit center and encourages transit-oriented development. Since the preparation of the draft GDSP, Metro has refined its plans causing inconsistencies with the draft GDSP. Revisions to the GDSP are necessary before it can be adopted.

D. Community Engagement – City Council and Planning Commission meetings will be scheduled as necessary. Inclusive outreach for Disadvantaged and Historically Underserved Communities will be done. Consultation with previous Steering Committee members will be done if feasible.

E. Environmental Review and Technical Studies

   a. Environmental Review– The City will need to prepare an environmental document consistent with the California Environmental Quality Act (CEQA) prior to adopting a specific plan or master plan. Any opportunities for environmental review that can be streamlined relying on the City's General Plan EIR analysis or general law exemptions will be reviewed.

   b. Technical Studies/Assessments – Included in the CEQA document will be technical studies that may cover impacts related to air quality, biology, cultural resources, hazards and hazardous materials, hydrology and water quality, land use and planning, noise, traffic and transportation, and other issues if necessary.

FINAL DELIVERABLES

1. Final deliverable – Gateway Specific Plan and CEQA documentation
2. Implementation plan and timeline
3. Agenda and minutes from the final City Council meeting with the final deliverable and implementation plan and timeline included as an action item with the recommendation that the City Council, "Adopt and Direct Staff to Implement"
4. Project metrics

Note: Proposing firms are expected to use the Scope of Work and Deliverables as a guide only. The Consultant shall identify all of the tasks required and recommended deliverables to complete the project. The Consultant may contact GCCOG for any questions.

Government and Public Affairs: All public-facing communications materials produced under this contract shall acknowledge and give credit to SCAG, whether with a logo or language. For information, please refer to the SCAG Brand Guidelines. To promote awareness and encourage local support, local elected officials in the project area should be invited to outreach activities

CONSULTANT SELECTION TIMELINE, PROPOSALS & PROCESS

Timeline

It is the goal of GCCOG to have the proposer under contract by September of 2025, in order to ensure that the project is initiated in that same month.

In support of such a selection effort, the following schedule of events has been prepared:

RFP EVENTS	DATE*
Issue Request for Proposals	**July 29, 2025**
Submit Written Questions	**By or Before August 11**
Proposal Submittal Deadline	**August 19, 2025**
Interviews Scheduled (if needed)	**August 25 – 29, 2025**
Notice of Intent to Select on or around	**September 1, 2025**
Tasks Completion Date	**June 30, 2026**

*These dates are subject to change depending on the number of proposals received.

Instructions to Proposers and Procedures for Submittal

1. Written questions about the RFP shall be submitted to Melani Smith, Director of Regional Development, Gateway Cities COG, msmith@gatewaycog.org **by or before August 11**, and will be answered promptly.

2. Proposals shall be submitted by **August 19, 2025 at 5:00 P.M. (PT)**.

3. Each Proposer must submit one (1) digital copy of its proposal to the COG and the City of South Gate.

   Submit proposals to:

   Msmith@gatewaycog.org
   Melani Smith
   Director of Regional Development
   Gateway Cities Council of Governments

   jsigno@sogate.org
   John F. Signo, Planning Manager

PROPOSAL RESPONSE REQUIREMENTS

Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content with sufficient detail to allow for accurate evaluation and comparative analysis. Responses must provide the required information in the following order for each underscored item.

Proposals shall include:

1. Letter of Introduction: Include the Consultant's basic understanding of the proposal and why the Consultant is the best firm to complete the scope of services, as well as name, contact person, and contact information for proposer

2. Firm Experience: Describe experience related to creation and adoption of zoning codes, neighborhood design guidelines, and/or policy planning projects, with projects of similar size and scope. Provide references from up to three (3) municipalities and/or public agencies with relevant projects.

3. Project Team: The Project Team should include planners and architects with experience in outreach, planning policy and design guidelines.
    - Designate the individual who will be the primary point person with City staff and oversee the scope of services. Describe the Project Leader's qualifications, outline their primary responsibilities, and provide examples of relevant projects of similar scope and size that demonstrate the Project Leader's ability to successfully oversee projects that are completed on time and within budget.
    - Briefly summarize the major responsibilities of each team member and the primary tasks they will be working on.
    - Include resumes for all team members that highlight relevant projects and qualifications to complete the tasks assigned.
    - A list of sub-consultants, if any, proposed to assist the prime consultant. This list shall also include the sub-consultants' qualifications pertinent to this project.

4. Approach and Work Plan: Describe the firm's approach and work plan for completing the Scope of Services in this RFP, as well as the level of involvement and interaction with City staff anticipated. Include any other tasks your team will perform that may not be listed in the Scope of Services.

5. Project Timeline: Detail an anticipated project timeline from start of work to deliverables.

6. Project Fee Schedule:
   Provide a not-to-exceed fee schedule for the project. The Project fee schedule shall be broken down by tasks and shall include, but not be limited to, all professional consultant services necessary to complete the work covered by this proposal. The project fee schedule should be broken down, at a minimum:

a. A project fee schedule indicating the fee for individual tasks with a "not to exceed fee" which shall be the sum of all tasks.
b. The number and classification of personnel required and the number of anticipated hours. The hourly rates for all employee classifications that may be billed to the project.
c. The cost of printing materials submitted to the City and others for review, mileage, telephone services, mailing/delivery, and incidental costs associated with the preparation of the deliverables shall be included in the cost proposed for other tasks.

Selection Process

GCCOG and the City of South Gate will evaluate the proposals received in response to this RFP. Each member of the evaluation committee will evaluate each proposal using a 100-point scale and the evaluation criteria listed below to calculate a "proposal score" for each Proposal.

The evaluation committee shall convene to discuss the proposals and, if necessary, receive the results of reference checks made by GCCOG staff. Committee members have the right to adjust their scores based on additional information, such as reference checks or the discussion within the committee. Each committee member will then rank the Proposers by their respective "Proposal Score". The committee may select a shortlist of the top-ranked Proposers based upon the rankings (not scores) of the proposing firms/individuals. Interviews may be arranged for shortlisted firms, however, the GCCOG reserves the right to award a single contract or multiple contracts based upon the evaluation of the written proposals only.

At the conclusion of this process, the evaluation committee will determine the highest qualified Proposer(s), based on final rankings, not scores. Prior to making its recommendation for award, the GCCOG reserves the right to negotiate a Proposer's fees if it determines they are not fair and reasonable. After the conclusion of such negotiations, the evaluation committee will then formulate a recommendation to award.

The GCCOG reserves the right to accept or reject any item or group(s) of items of a submittal. The GCCOG also reserves the right to waive any minor informality or irregularity in any proposal. In addition, negotiations may or may not be conducted with Proposers; therefore, the proposal submitted should contain Proposer's most favorable terms and conditions, since the selection and award may be made without discussion with any Proposers.

Other Proposal Requirements:

1. The Proposer's Proposal must not be marked as confidential or proprietary. The COG may refuse to consider a Proposal so marked. Information in Proposals shall become public property and subject to disclosure laws. All Proposals shall become the property of the COG. The COG reserves the right to make use of any information or ideas in the Proposals.
2. By submitting a Proposal, the Proposer represents that it has thoroughly examined and become familiar with the work required under this RFP and that it is capable of providing and performing quality work to achieve the City's objectives.
3. Proposals must be valid for a period of 120 calendar days from the Closing Date and Time for Receipt of Proposals.
4. Pre-contractual expenses are defined as expenses incurred by the Proposer in: preparing its Proposal in response to this RFP; submitting that Proposal to the COG; negotiating with the COG any matter related to the Proposer's Proposal; and any other expenses incurred by the Proposer

prior to the date of award and execution, if any, of the Agreement. The COG shall not, in any event, be liable for any pre-contractual expenses incurred by Proposers in the preparation of their Proposal.

5. In the event the COG deems it necessary to clarify or make any changes to this RFP, these changes shall be made in the form of a written addendum authorized and issued only by the COG Staff or authorized designee.
6. The COG reserves the right to negotiate modifications with any Proposer as necessary to serve the best interest of the COG/City. Any Proposal may be rejected if it is conditional, incomplete or deviates from specifications in this request. The COG reserves the right to waive, at its discretion, any procedural irregularity, immaterial defects or other improprieties, which the / COG deems reasonably correctable or otherwise not warranting rejection of the Proposal. Any waiver will not excuse a proponent from full compliance.
7. The COG reserves the right to:
    a. reject any or all price quotes, to waive technicalities or formalities, and to accept any price quote deemed in the best interest of the COG;
    b. withdraw this RFP at any time without prior notice and, furthermore, makes no representations that any contract will be awarded to any Proposer responding to this RFP; or,
    c. award its total requirements to one Proposer or to apportion those requirements among two or more Proposers as the COG may deem to be in its best interest.
8. Firms intending to pursue this proposal in a "prime/sub-contractor" basis must identify any portion of the scope of work that will be subcontracted. Include the subcontractor's qualifications and key personnel, telephone number and contact person.
9. The City or the GCCOG assumes no responsibility for any understanding or representation made by any of its officers or agents during or prior to the execution of any Agreement resulting from this RFP unless:
    a. Such understanding or representations are expressly stated in the Agreement; and,
    b. The Agreement expressly provides that the responsibility therefore is assumed by the COG. Representations made but not so expressly stated and for which liability is not expressly assumed by the COG in the Agreement shall be deemed only for the information of the Proposer.

The GCCOG shall review and evaluate all proposals using the following criteria:

Evaluation Criteria	Max. Points
Understanding of, and recommended approach to, the project	**25**
Schedule for accomplishing the project	**20**
Specific knowledge, expertise, and experience of staff members assigned to the project.	**15**
Demonstration of ability to perform similar services to those described in this RFP document.	**25**

Cost	15
TOTAL	**100**

PERIOD OF PERFORMANCE

All tasks included in this scope of work must be completed no later than December 31 of 2026, however, if feasible, the consultant should propose a schedule for this work that does not extend beyond June of 2026.

AECOM

Proposal for

City of South Gate - Gateway District Specific Plan

Gateway Cities Council of Governments

August 19, 2025

GATEWAY CITIES
COUNCIL OF GOVERNMENTS

Gateway Cities Council fo Governments

City of South Gate
Gateway District Specific Plan

from the

REAP 2.0 Gateway Cities
Subregional Technical Assistance Team Bench

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Los Angeles, CA 90071
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E: scott.williamson@aecom.com

Garrett Harper
Vice President, Managing Principal
T: (312) 373-7601
E: garrett.harper@aecom.com
Authorized Signatory

August 19, 2025

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August 19, 2025

Melani Smith, Director of Regional Development
Southern California Association of Governments
1601 Paramount Boulevard
Paramount, CA 90723
msmith@gatewaycog.org

John F. Signo, Planning Manager
City of South Gate
8650 California Avenue
South Gate, CA 90280
jsigno@sogate.org

Re: REAP 2.0: CITY OF SOUTH GATE - GATEWAY DISTRICT SPECIFIC PLAN

Dear Ms. Smith, Mr. Signo, and Selection Committee,

On behalf of the AECOM Technical Services, Inc. (AECOM) team, we are pleased to submit the following proposal for the City of South Gate - Gateway District Specific Plan after carefully reviewing the request for proposals. AECOM is a multi-disciplinary firm offering integrated services across the full spectrum of planning, land use policy, urban design, environmental review, and public outreach. AECOM is uniquely qualified for this effort for the following reasons:

- **Local experience and knowledge** — Having lead the urban planning and design of the current Draft Gateway District Specific Plan, AECOM is uniquely positioned to help South Gate make the necessary updates to the plan and see it through to adoption.
- **Spanish-speaking outreach specialists** — Public outreach and decision maker knowledge need to go hand in hand. Our AECOM staff of planners and equitable outreach specialists, including native Spanish-speakers, crafted the project approach with a direct connection between all technical content and stakeholder outreach.
- **Leaders in Specific Plan development** — Our team has a depth of experience creating Specific Plans and other district, corridor, and neighborhood plans in Southern California. We understand the challenges of updating policy, code, and practice in a changing market and AECOM is a leader in retooling code for housing production, state law consistency, objective design standards, and streamlined development processes. Our project team is experienced in crafting policies and urban design guidance to accommodate and streamline redevelopment and infill development in a way that is sensitive to surrounding neighborhood context while supporting vibrant, pedestrian-oriented mixed-use corridors.
- **Fully integrated interdisciplinary practice** — Our Planning, Urban Design, Architecture, and Environmental teams work hand in hand to deliver outcomes that are grounded in best practice planning and economic reality, informed by the latest trends in building and site design.

Scott Williamson, AICP, will serve as Project Manager and Point of Contact and is available at (929) 216-4306 and scott.williamson@aecom.com.

The following information summarizes our proposed approach to providing these services to GCCOG and the City of South Gate, along with our qualifications and resumes for key staff. We are excited to start a working relationship with GCCOG and the City of South Gtate and assist the region in achieving the goals set out through the REAP program. We look forward to meeting with you and are ready and eager to begin work immediately.

Sincerely,

Garrett Harper
Managing Principal, Vice President
Authorized Signatory

Susan Ambrosini
Susan Ambrosini, AICP
Project Director, Principal-in-Charge

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Letter of Introduction

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Letter of Introduction

Project Understanding

The AECOM team understands that the City of South Gate aims to create an updated and streamlined planning document to guide specific development around Metro's refined future South Gate Light Rail Transit (LRT) Station plans. We recognize significant planning efforts have already been undertaken during the creation of the City's 2019 Draft Gateway District Specific Plan (GDSP), which AECOM supported with urban planning and design services. Due to the delay in GDSP adoption related to the City's Inclusionary Housing Ordinance, we understand that the City now needs to addresses changes that have occurred since 2019 and wishes to take a fresh look at the potential method of implementation.

The primary goal of the updated or new document will be to include specific supplemental regulations for residential uses within the project area, which is mostly zoned Transit Village (TV), and to reflect refinements to Metro's LRT station plans, including the change from an elevated track to one at grade with a subterranean tunnel to access underground parking. TV-zoned properties carry the TV Neighborhood High Urban Village General Plan land use designation, allowing for 30-75 dwelling units per acre (du/ac), and up to 120 du/ac with a density bonus. The document will also feature specific regulations related to parcels with Industrial Flex (IF), Urban Neighborhood (UN), and Open Space (OS) zoning.

We understand that an important step in this process will be to collaborate and explore various planning document options to best achieve this goal through the simplest process. This could include maintaining a specific plan, or a master plan, area plan, or zoning code amendment, aligning with Metro's current transit center plan and the City's transit-oriented development goals. Our approach involves reviewing the Draft GDSP and other relevant planning documents, weighing the advantages and disadvantages of different regulatory options, and providing a recommendation.

We recognize that this document must be easy for the public, staff, and developers to understand and implement, and must be consistent with the Housing Element..

Why AECOM?

Our team supported the 2019 GDSP with urban planning and design services, enabling efficient updates even when translating content into different planning documents. We have extensive experience with similar projects, including Metro's Long Beach-East LA Corridor Mobility Investment Plan, LA County's Florence-Firestone Specific Plan and EIR, Burbank's Golden State Specific Plan and EIR, and Pasadena's multiple plan updates. Leveraging this background, the AECOM team is well-positioned to meet the needs of the City of South Gate. Our proven ability to manage complex projects across various scales—from citywide policy updates to neighborhood-specific plans and transit-oriented developments—demonstrates our capacity to deliver tailored solutions. For example, our work on the Florence-Firestone Transit-Oriented Development Specific Plan showcases our expertise in integrating urban design, mobility planning, and land-use strategies into cohesive frameworks aligned with community needs and sustainability goals.

AECOM Team Main Point of Contact
Scott Williamson, AICP - Project Manager
300 South Grand Avenue, 9th Floor
Los Angeles, CA, 90071
T: (929) 216-4306
E: scott.williamson@aecom.com

Our strength in environmental planning, particularly in CEQA compliance, enables us to navigate environmental review tasks effectively. In the Florence-Firestone TOD Specific Plan project, we developed zoning and design standards that balanced housing, employment, and traffic considerations while adhering to state environmental regulations. We are also committed to inclusive community engagement, employing culturally sensitive outreach strategies that involve diverse stakeholders, including underrepresented groups. Our bilingual team members and outreach materials in Spanish facilitate meaningful community participation.

Furthermore, our experience in developing transit-oriented projects in Los Angeles demonstrates our ability to create vibrant, connected communities. We have successfully addressed the needs for efficient transit access, supporting higher-density developments near transit stops while ensuring environmental compliance, community benefits, and sustainability.

In summary, AECOM's urban planning team combines technical excellence, innovative methodologies, and a keen understanding of local dynamics. Our multidisciplinary approach leads to projects that are sustainable, compliant, and community-oriented. Coupled with our dedication to quality and inclusive outreach—highlighted by our bilingual capabilities—we are confident in our ability to support the City of South Gate and GCCOG in creating and adopting an easy-to-use, Housing Element-compliant, and feasible planning document to achieve the development the City is seeking to plan for.

Firm Experience

2

Firm Experience

AECOM is an interdisciplinary consulting firm specializing in urban planning, transit-oriented design, community engagement, economics, architecture, transportation, environmental resources, and engineering. This integrated structure enables us to seamlessly collaborate across practices and operate at the forefront of our industry to the benefit of our clients. Providing unrivaled technical excellence, our team has decades of collective experience working with the public sector on various planning projects involving drafting and updating zoning codes, creating objective standards and design guidelines, environmental analysis, community outreach, and affordable housing programs, including prior and ongoing work with GCCOG member agencies and many others in Southern California and throughout the state.

Our plans are crafted and tested using real-world conditions by professionals with extensive knowledge of our chosen fields, and our approach to project management is embedded in our organizational culture – to deliver projects on time and on budget. Our team members are committed to their responsibilities and have extensive experience delivering results. While our team members may be working on other projects, they are available and capable of providing the full scope of services required for new projects.

As we work to solve some of today's most complex challenges, AECOM has the depth and breadth of planning expertise and a demonstrated track record of successfully delivering equitable, innovative, and sustainable outcomes for cities across Southern California and beyond. The materials that follow in this proposal speak to these qualifications.

Our practice is a versatile and collaborative collective of urban strategists, designers, environmental planners, AICP-certified planners, and IAP2-trained outreach specialists working in all contexts, at all scales.

Our core competencies include land use and zoning, including crafting **objective development and design standards, leading zoning code updates, and approval streamlining.** Our work is supported by **visualizations to communicate concepts and reflect considerations** like height and massing restrictions and pedestrian pathways, allowing us to create to-scale sketches of key views to convey potential outcomes applying standards. For over 25 years we have been preparing land use documents, such as General Plans, Master Plans, Community Plans, Specific Plans, Design Guidelines, Station Area/TOD Plans, Corridor Plans, Planned Unit Developments, Housing Elements, Public Facility Financing Plans, Zoning Ordinances, and Affordable Housing strategies.

Our experience shows that successful projects and policies share common traits: informed decision-making early in the process and clear, consistent communication.

AECOM's Environmental team provides **environmental analyses that support plan development** and compliance with CEQA. We are adept at preparing existing conditions and best practice analyses to properly establish project baselines, uncover key challenges, and understand how other jurisdictions have tackled similar issues.

Land Use and Zoning, Development of Land Use Documents, Streamlining Approval Processes

Land use planning is a core competency of AECOM's Southern California practice. Our highly experienced policy planners work across all community contexts, from downtowns to suburban main streets, lower-density multi-family environments, and transitioning industrial areas. Each of these contexts requires a different approach to introducing housing supply in a way that addresses existing character and supports local economies. State law has significantly impacted the way jurisdictions are planning for more housing and making decisions about how to best integrate these assumptions into land use and zoning plans.

Our core competencies include land use and zoning, including crafting objective development and design standards, leading zoning code updates, and approval streamlining. AECOM understands that land use planning provides the strategic framework for the physical development of a region but is also the foundation of mobility options, sustainability, economic vitality, sense of place, community health, and environmental justice. As such, understanding the complexities associated with land use decisions and impacts in these other areas is critical to supporting jurisdictions with land use and zoning objectives.

We do not use a one-size-fits-all approach to zoning codes and development standards, and we're able to tap our variety of expertise with different zoning practices, from form-based to more traditional, to find solutions that fit within

the framework of a jurisdiction's existing zoning framework, while introducing new standards that help to accommodate the project goals. AECOM recently worked on zoning code updates in numerous jurisdictions across California, including Orange, Long Beach, Pasadena, South Gate, Santa Monica, San Jose, and the County of San Diego. In each case, a key focus was the introduction of new housing options within areas that were previously commercial-only, low-density residential, or industrial. Supporting the creation of missing middle and family-friendly housing through updated zoning regulations has been a focus with many jurisdictions we have worked with. AECOM's zoning expertise is not limited to the creation of development standards—we have assisted jurisdictions with broader code update efforts to assist with streamlining, clarifying conflicting or confusing sections, modernizing land use categories and definitions, crafting zoning-based incentives for desired outcomes, and providing recommendations related to land use definitions, interpretations, and rules of measurement.

Policy Review

AECOM is a regional, statewide, and national leader at developing innovative, implementable policy and regulation for pro-housing programs and has broad experience with preparing master plans, specific plans, corridor plans, plans for TOD-adjacent areas, inclusionary zoning plans, density bonus plans, and TDR plans. For GCCOG and its Participating Agencies, AECOM can provide consulting to address policy and code-related issues such as:

- Code review to mesh new proposed policy language with existing adopted code and to provide insights for consolidating, streamlining, and clarifying language
- Draft policy language for new code or code amendments suitable for adoption
- Evaluation of CEQA options for proposed code and code amendments by considering potential environmental issue areas of concern, tiering opportunities from prior environmental impact reports (EIRs), potential exemptions that may be applicable, and other CEQA documentation options, including stand-alone negative declarations or EIRs, as needed.

Environmental Analysis

AECOM provides environmental consulting services to clients throughout Southern California with key strengths in California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) document preparation, and related specialty studies. We have the in-house staff resources to be able to provide Phase I and Phase II Environmental Site Assessments (ESAs) and related technical analysis. The hallmark of our success as an



Example of Pasadena specific plan outreach and diagrams helping to convey standards and technical information in an easy to understand way.

environmental consultant is client responsiveness, knowledge of environmental laws and regulations, and an ability to understand the specific needs of each project. We diligently work with our clients at the outset of a project to define the limits of the project and the appropriate environmental documentation required.

Public Engagement

AECOM outreach specialists bring experience designing effective public outreach programs for a variety of projects throughout Southern California. Our specialists create custom public outreach programs through an equity lens that are engaging, accessible, and fun! We use a variety of techniques from formally structured meetings and interviews to intercept surveys, pop-up events, and online engagement. AECOM brings a particular expertise working with highly active citizens and stakeholders in complex and sometimes controversial planning processes.

Our outreach specialists understand how to frame issues and structure activities to maintain productive dialogue and focus feedback on problem solving. We also strongly emphasize the use of targeted strategies, including the leveraging of standing meetings and community events and the development of culturally responsive content to engage community members who may not typically participate in traditional outreach activities. Relevant experience as cited in our qualifications spans numerous cities, including Burbank, Pasadena, Los Angeles, South Gate, Long Beach, Santa Monica, and San Diego.

Housing Focused Outreach

Housing policy excites strong responses in communities ranging from enthusiastic support to recalcitrant disagreement, and a thorough and sensitive community outreach strategy is often a critical part of successful program design and implementation. AECOM public engagement specialists are deeply experienced in all aspects of community outreach in the context pro-housing programs and can support a wide range of engagement initiatives to solicit broad-based input, obtain community support, and promote and educate about policy proposals.

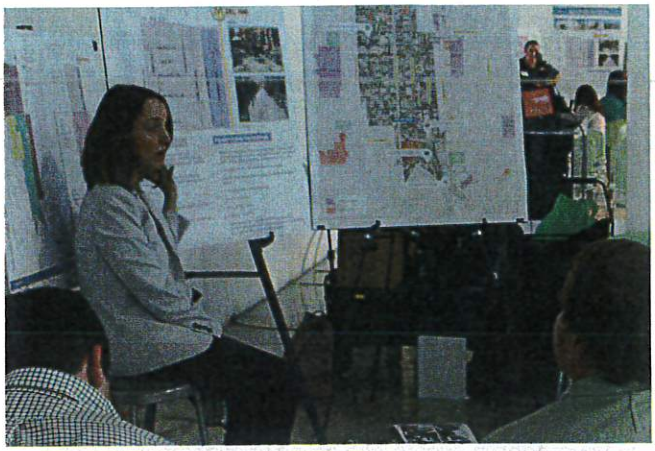
Typical stakeholder groups for an outreach program may include development professionals and investors, housing advocacy groups, community-based organizations, neighborhood groups, and elected officials and staff. A successful stakeholder engagement plan may include of the following elements:

- A representative and inclusive approach that is equity-based with an emphasis on disadvantaged and underserved communities in the study area.
- Clearly articulated goals for the public input and review process for the project.

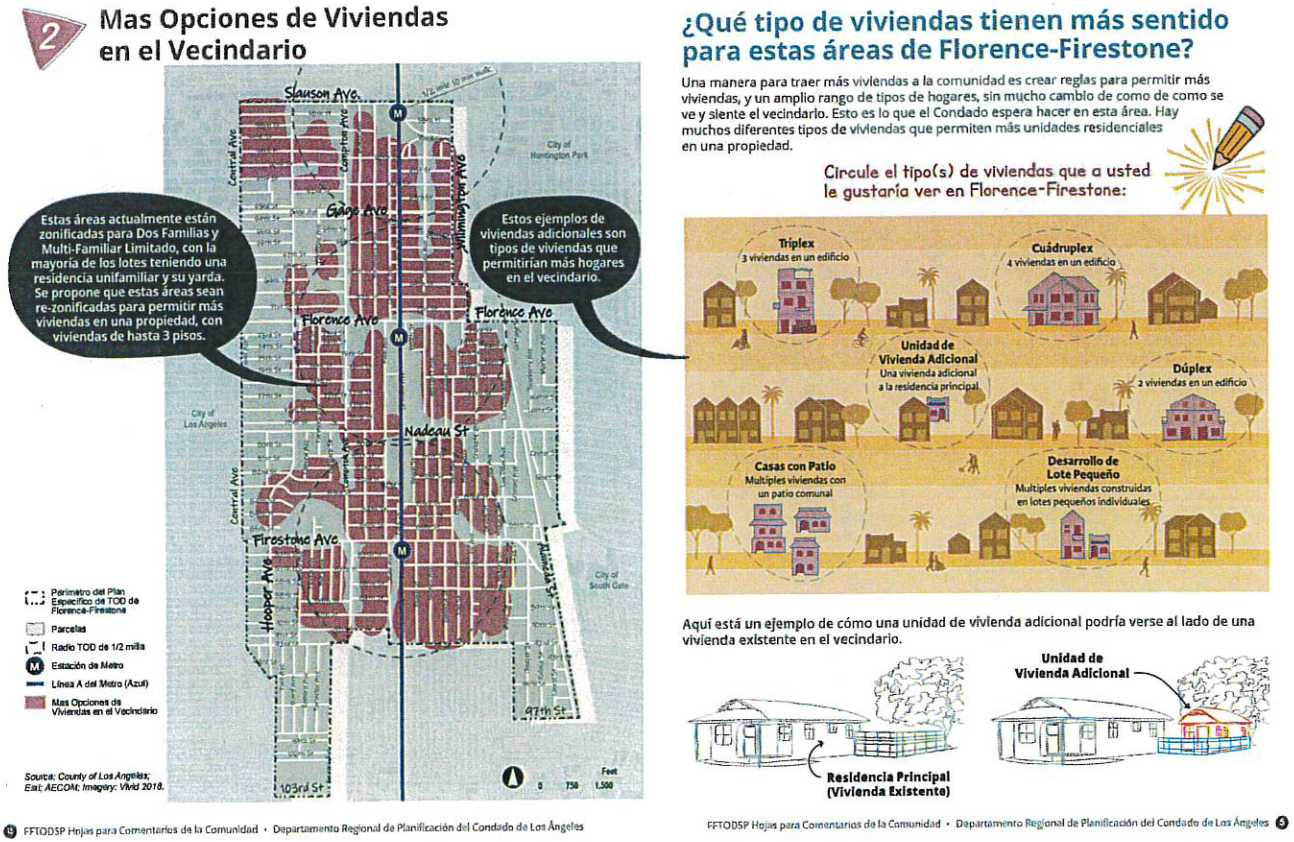


Scott Williamson leading a rezoning walking tour in Long Beach

- Public meetings and workshops (both in-person and virtual as necessary) to explain the project, identify opportunities and challenges, discuss preliminary findings of the studies and analysis, develop a vision, and discuss strategies to realize this vision as a community.
- Creative approaches to convey complex ideas and engage communities such as interactive web-based applications, online surveys, calculators to estimate pro forma impact on developer returns, templates and decision models for grant and other housing-related funding applications.
- Multiple distribution platforms including in-person meetings (subject to public safety requirements), social media outlets (including Twitter and Facebook accounts), website content, opt-in email, and printed collateral.
- Multi-lingual materials and meeting facilitation.







Susan Ambrosini leading specific plan outreach in Pasadena; Florence-Firestone TOD Specific Plan TOD Planning Guide sheet

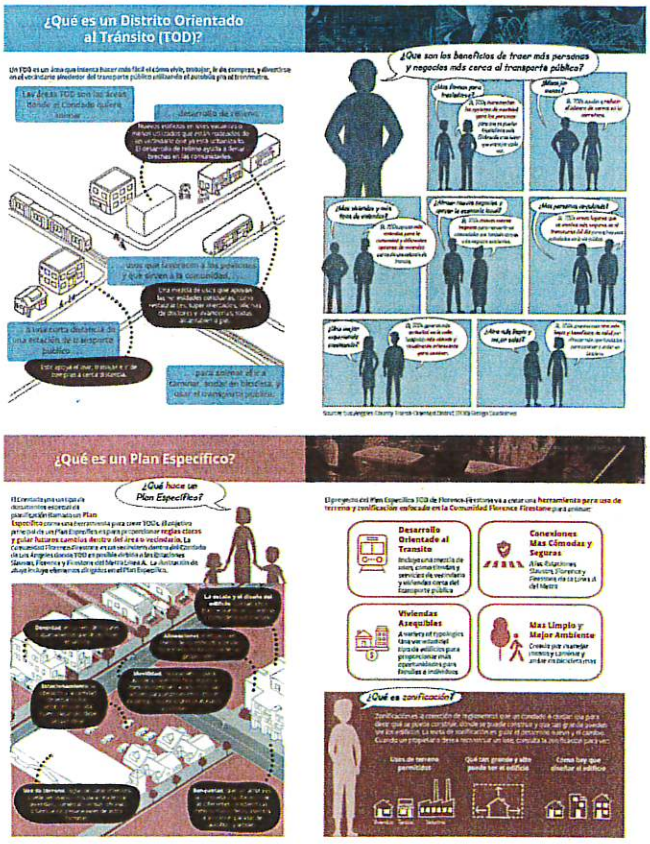
Experts in creating specific plans.

Our planners bring broad experience working with local governments, including the City of South Gate, where we have overseen successful Specific Plan and similar processes. We understand first-hand the drivers, complexities and influences that shape local planning decisions and are adept at supporting the City in its needs throughout the process to the implementation of an effective plan.

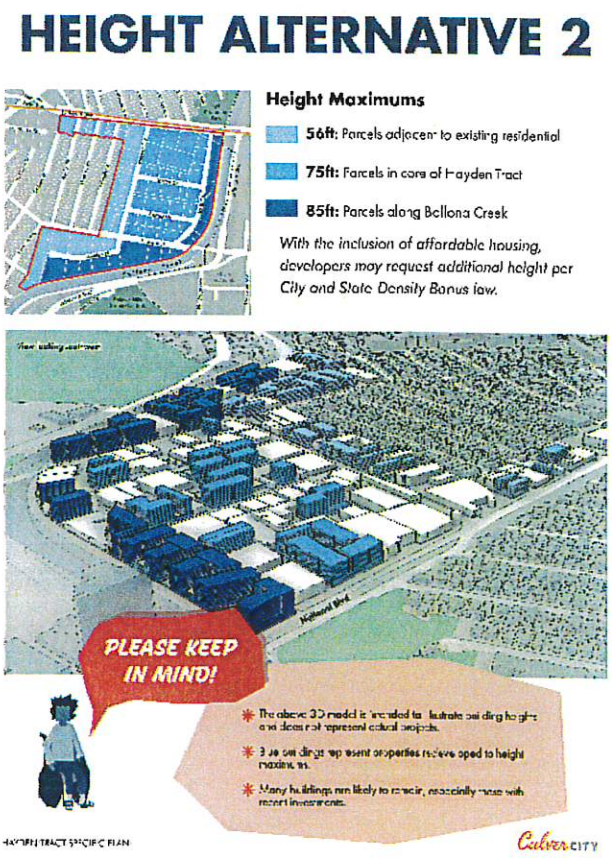
Our team is currently working or recently worked on Specific Plans and similar zoning / placemaking efforts for the cities of Santa Monica, Pasadena, Burbank, Culver City, and Long Beach. Our work routinely sees us assessing City policies and processes, engaging the community to inform the standards with multiple workshops, crafting design standards to be both objective and context-sensitive throughout different geographies, making recommendations to streamline review processes, and supporting City staff through Council adoptions. As a team with extensive public sector current planning experience, we understand the importance of consistency across zones and integration into the wider zoning code to create a process that's easy for South Gate's planners to implement.

Our team of urban planners, economists, designers, architects and landscape architects understand how to create the right balance between design standards that elevate the quality of design in communities, but that also allow for an appropriate amount of flexibility for property owners and developers. We have found that collaborating with the local design and development community is often the most effective way to gain support for the new standards. Also important is the incorporation of simple, straightforward visuals to communicate new concepts and standards to the public.

We also understand that the outcomes presented in the Specific Plan must be sensitive to the City of South Gate's community culture, environment, and long-term vision; consistent with the General Plan; and compatible with applicable development standards.



TOD Planning Guide - Florence Firestone TOD Specific Plan



Community outreach board - Hayden Tract Specific Plan

Pasadena General Plan Implementation Program, Eight Specific Plan Updates & CEQA Documentation

PASADENA, CA

Client: City of Pasadena

Client Reference:
Anita Cerna, Principal Planner
100 N. Garfield Avenue. Pasadena, CA 91101
acerna@cityofpasadena.net
(213) 630-1446

Project Dates: 2017 - Ongoing

Team Members: Susan Ambrosini, Scott Williamson, Mike Peterson, Aryeh Cohen, Elisabet Olle Amat, Sebastian Barrios, Lillian Lesser, Shannon Ledet, Lori Keller

APA Los Angeles Section Awards:

- 2022 Innovative Use of Technology Award of Excellence, Virtual Open House
- 2024 Neighborhood Planning Award of Merit, Central District Specific Plan

To support the City's continued effort towards innovation and high-quality design, AECOM is updating all eight of Pasadena's specific plans for the Planning & Community Development Department, which will implement the City's General Plan. AECOM is leading the updates for the Central District, East Colorado, and South Fair Oaks Specific Plans, which comprise all of Pasadena's greater downtown, and Lincoln, Fair Oaks/Orange Grove, North Lake, Lamanda Park, and East Pasadena, which comprise the Northwest and Northeast neighborhoods of Pasadena. Virtually all of Pasadena's commercial and mixed-use areas are located in these plan areas.

Through a highly collaborative process engaging multiple City departments, stakeholders, and the community, the first four of the plans have now been adopted and are being implemented by the city. The Specific Plans include visionary goals and policies, revised land use regulations, detailed development and design standards, and realistic implementation measures. The Plans also address transit- and pedestrian-oriented development, mixed-use development, economic development, sustainability, and other relevant planning topics.

Several of the plan areas (most notably Lamanda Park and South Fair Oaks) include transitioning commercial/industrial areas near Metro E Line light rail into more active, mixed-use districts comprised of new creative office and biotech/R&D uses as well as multi-family apartments and live/work studios. These updates are intended to increase the diversity of the city's housing stock for people and families of all sizes, incomes, and needs, while maintaining important job centers that employ local residents. Key public realm features include an expansion of the City's pedestrian paseo network, active ground floor use and design requirements, and new street tree/parkway requirements.



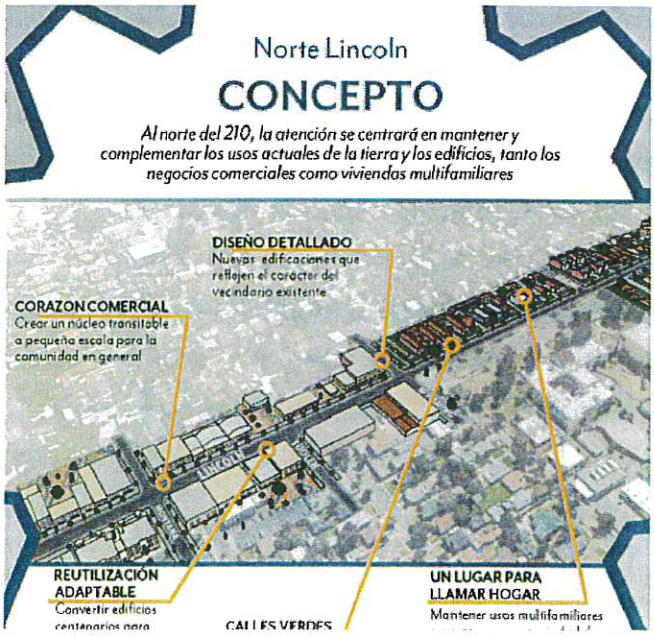
Visualization from the award-winning Central District Specific Plan showing types of open spaces

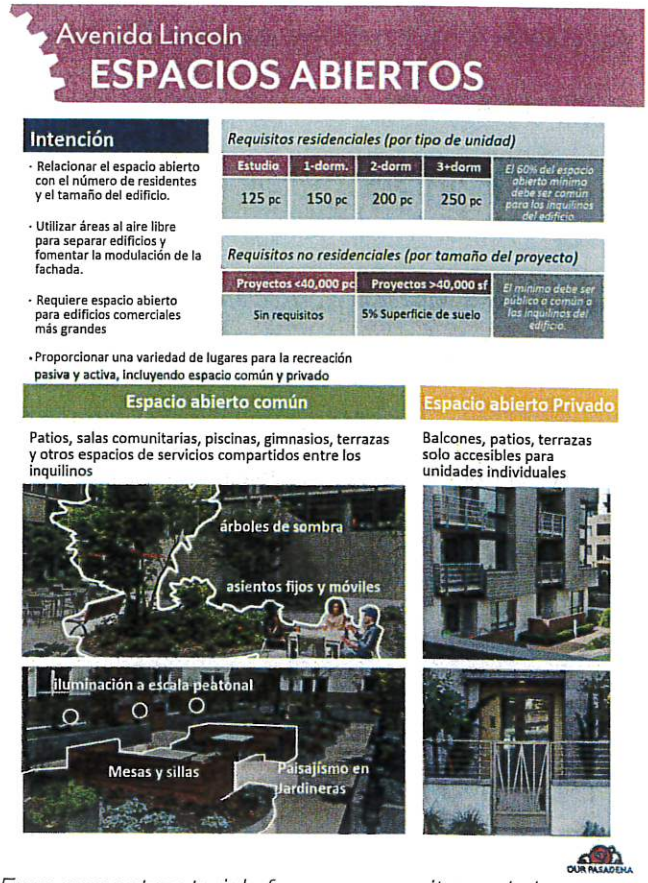
Updates to land use regulations include more housing opportunities throughout (but especially infill development near transit), allowing adaptive reuse of existing offices to residential uses, and the reduction or elimination of parking requirements. New objective but flexible design standards related to building modulation, façade transparency, and open space, among many others, were included to stimulate better architecture without restricting an architect's creativity.

Emphasis was placed on weaving the disparate uses together at the sidewalk to ensure more consistent and vibrant streetscapes.

Key Project Elements:

- **Existing conditions analyses**, including land use, urban design, economic market, and mobility studies, such as first/last-mile
- **Robust community engagement**, including workshops, walking tours, pop-up events and virtual open houses, in addition to multiple commission and City Council hearings
- **Land use/urban design scenarios**, which were based on community input and best practices in planning to serve as the guiding framework
- **Financial and physical feasibility testing**, to better understand whether development can likely be constructed according to new development standards
- **Preparation of Specific Plans**, including all text, maps, diagrams, with a focus on implementation actions, roles, and responsibility in user-friendly formatting
- **CEQA documentation**, through preparation of an Addendum for each Plan, supported by updated technical analyses
- **Project management**, maintaining the project schedule and staying on budget





Engagement materials from community workshops

"AECOM is a multi-disciplinary firm and has extensive experience in developing specific plans, drafting development standards and guidelines, codifying regulations and standards, preparing environmental documents and engaging the community. AECOM is uniquely knowledgeable on this program, has extensive knowledge on development standards and the Zoning Code and proven success in providing a variety of solutions that are grounded on reality and rooted in each unique place."

– City of Pasadena Planning & Community Development Department Agenda Report to City Council, August 19, 2019

South Gate Gateway District Specific Plan

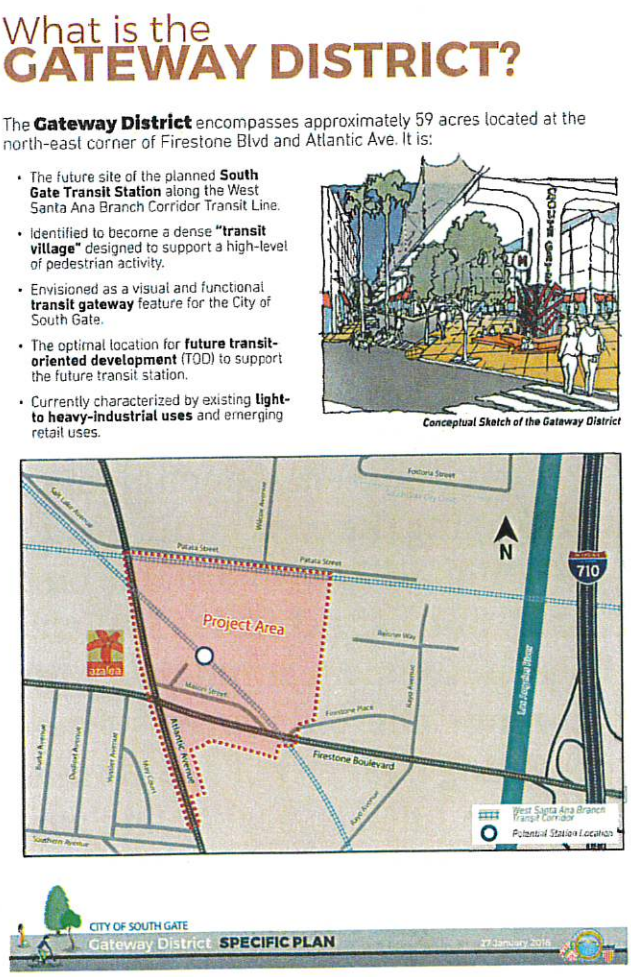
SOUTH GATE, CA

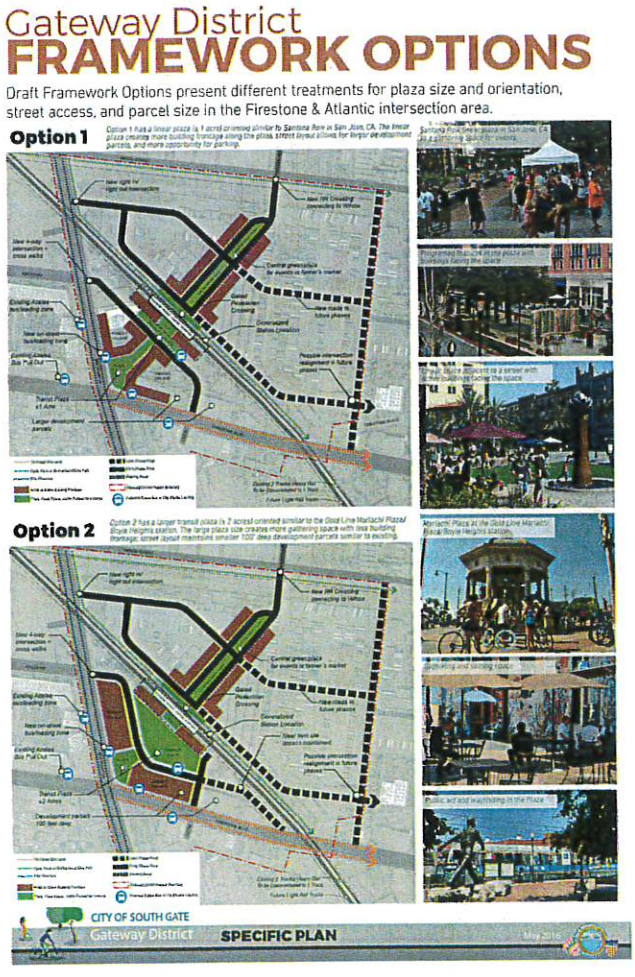
Client: City of South Gate

Project Dates: 2015 - 2016

AECOM worked with the City of South Gate and the Southern California Association of Governments (SCAG) to develop a specific plan for a future light rail station area located on the West Santa Ana Branch Corridor, which extends south from Downtown Los Angeles to the City of Artesia, in the Gateway Cities subregion. The future station area is currently occupied with industrial and trucking uses that would be redeveloped to create a mixed use, pedestrian- and transit-oriented community to be known as the Gateway District.

The Gateway District Specific Plan builds off the General Plan Update 2035 and Comprehensive Zoning Code Update, both previously prepared by AECOM. The future rail investment offers the City of South Gate and SCAG the opportunity to reinvent, revitalize and re-energize the heart of South Gate and the surrounding area, while building on the adjacent successful private sector Azalea retail and commercial project. The City's overall vision for the Gateway District Specific Plan is that of a transformational district, one that will set the tone and provide a template for the City's sustainable future. Development of the Specific Plan was the most recent step in AECOM's on-going station area planning efforts with South Gate, which converted initial station area concepts to a codified plan. Initial station area concepts were developed with City staff and elected officials during the PEROW / WSAB Corridor Alternatives Analysis study.





2019 Gateway District Specific Plan outreach materials

The resulting initial concepts were further detailed to meet local land use, economic development and mobility needs as part of our work for the West Santa Ana Branch Land Use Study.

The Preparation of the Specific Plan was an opportunity for the City to implement the goals set forth in the City's General Plan Update 2035 and in the Comprehensive Zoning Code Update's development and design standards and guidelines for the Transit-Oriented District zone and surrounding areas. The Specific Plan recommends land use mix, economic development and project implementation strategies, including short- and long-term financing options, land acquisition strategies, infrastructure needs and funding opportunities and business and development incentives and partnership opportunities. It incorporates a streamlined development review process and standards, strategies and actions to support successful implementation of the District.

2.1. District Vision

The Plan will revitalize the Gateway District as a model mixed-use, pedestrian- and transit-oriented community, focused around the planned LRT Station.

As the City's eastern gateway, the future LRT Station will function as the District's keystone attraction, and serve to link South Gate to other jobs-producing regions, commercial areas, and residential neighborhoods along the route of the WSAB LRT corridor, nearby transportation corridors, and planned local and regional bicycle routes and multi-purpose trails.

The Plan will meet the following objectives, as developed by the City and SCAG:

1. Create a mixed-use and transit oriented center that contributes to a sustainable environment.
2. Provide options for efficient movement of people, good and information that enhances economic growth and transportation planning.
3. Contribute to a pedestrian and bicycle friendly environment in a setting of land uses that are neighborhood serving and family oriented.
4. Include development guidelines for a sustainable community lifestyle.
5. Incorporate cultural, public, and green spaces for outdoor activities.
6. Establish a plan that respects the character and needs of the City.

2.2. Goals

The Plan establishes a development framework to implement the Vision for the District, with goals and policies that serve as guidelines for decision-making, and provide specific direction for future activities. The goals and policies were derived from input received from the community and stakeholders during the community engagement process and City staff during the planning process. The four framework concepts and goals for the Plan are identified on the following pages.

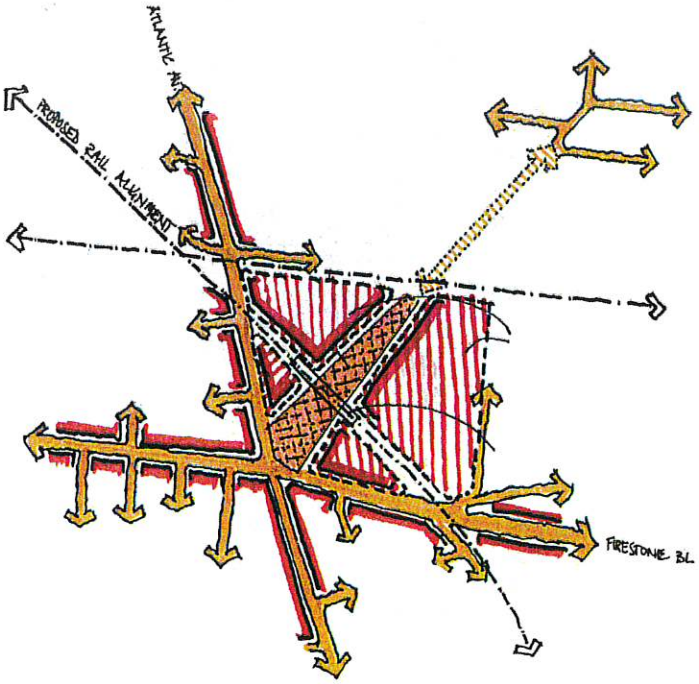


Figure 2-1: Vision Diagram
Early concept sketch developed for the Gateway District, as a part of the West Santa Ana Branch Station Area planning effort.

Long Beach Zoning Implementation Projects - Zone In: Uptown, City Core, Bixby Knolls, & Wrigley and Southern Corridor

LONG BEACH, CA



Client: SCAG and the City of Long Beach

Client Reference:
Alison Spindler-Ruiz, Project Manager
City of Long Beach
(562) 570-6553
alison.spindler-ruiz@longbeach.gov

Project Dates: 2018 - Ongoing

Team Members: Susan Ambrosini, Scott Williamson, Mike Peterson, Aryeh Cohen, Sebastian Barrios, Lillian Lesser

Uptown Planning, Land Use, and Neighborhood Strategy (UPLAN) Phase 1

Beginning in 2018, AECOM led a collaborative effort between SCAG, the City of Long Beach, and the North Long Beach community to create a new vision, economic strategies, active transportation improvements, and zoning to guide future development in North Long Beach. Following the completion of the North Long Beach UPLAN Phase 1, the City of Long Beach selected AECOM to continue work in North Long Beach through the Uptown Long Beach Mobility Enhancement Plan (UPLAN) Phase 2 in 2019.

Key Project Elements:

- Development of new Zoning Districts that facilitate low-carbon commercial and mixed-use development to implement the PlaceTypes, land uses, and multi-modal goals of the 2040 General Plan .This included development of a Neo-industrial Zone to transition industrial uses to less polluting alternatives such as innovative start-up businesses, light industrial, small incubators, co-working spaces, commercial manufacturing, clean non- nuisance industries, while maintaining local jobs
- Inclusive and robust public engagement process with innovative outreach, including a pop-up demonstration of a temporary cycle track and a social media campaign with Here LA, to reach a diverse audience and ensure inclusion of underrepresented groups
- Participation in community engagement and capacity building process with the City of Long Beach, Toole Design, Prevention Institute, and others that seeks to engage the most vulnerable and impacted community in North Long Beach
- Physical feasibility testing of sites along the study area corridors to review how a sample infill development scenario performs against the regulations of the applicable new Zoning District
- Housing policy evaluation to increase equitable development opportunities around key transportation corridors while addressing the need for more housing and neighborhoods
- Land use study physical site assessment to identify background information on site features in the study area and assess factors that may influence economic viability and revitalization
- Market study to integrate economic analyses with land use and zoning decision-making and assess the role the market can play in the redevelopment and revitalization of North Long Beach

- Neighborhood mobility enhancement plan with a comprehensive implementation strategy to increase equity, safety, and connectivity

Zone In: City Core (Anaheim Corridor Zoning Implementation Plan)

Starting in 2020, AECOM began working on a comprehensive effort to address barriers to housing production, promote equitable investment, and strengthen physical, social, and community infrastructure in the City Core area of Long Beach. As part of the project, AECOM created a package of draft zones to implement the General Plan and Climate Action and Adaptation Plan and update the City's current, outdated zoning standards that disincentivize housing development and have contributed to overcrowding, rent-burdened residents, and a lack of housing options.

Key Project Elements:

- Alignment of the Anaheim Corridor area with the goals and policies in the General Plan to help Long Beach meet its RHNA target while increasing transparency, predictability, and flexibility through modern objective zoning regulations
- Land use, urban design, infrastructure, mobility, and economic analyses that, when layered together, tell the story of the many dynamics influencing the Anaheim Corridor today
- Zone development to foster walkable, mixed-use neighborhoods and centers that provide opportunities for a range of needed services within an attractive, safe, and healthy environment
- Thoughtful community engagement and capacity building with the public and community groups that informed the project to help achieve the goal of making the City Core area more livable, resilient, and healthy

Zone In: Bixby Knolls (Greater Bixby Knolls Zoning Update)

Continuing the momentum from the UPLAN and Zone In: City Core projects, in 2022, the City of Long Beach selected AECOM to continue work in the Bixby Knolls neighborhood through the Greater Bixby Knolls update. The project area is mainly comprised of single-family development and low-density shopping streets. The project focuses on addressing barriers to new housing development in an equitable manner, and development that services the existing community while providing opportunities for new residents. Our context-specific approach to Bixby Knolls aims to support new housing development through a greater mix of commercial and residential uses, as well as implementing design standards to support high-quality development and support local businesses.



Key Project Elements:

- Assessment and visualization of planning factors such as land use, urban design, and economic factors from relevant General Plan elements and the Climate Action and Adaptation Plan that define and explain the physical and market environment
- Thoughtful engagement with the public and community groups will inform the project to help achieve the goal of retaining the unique physical characteristics of the Bixby Knolls area while enhancing the neighborhood fabric, encouraging infill housing and supporting commercial activities along corridors

Zone In: Phase 4 (Wrigley and Southern Corridor)

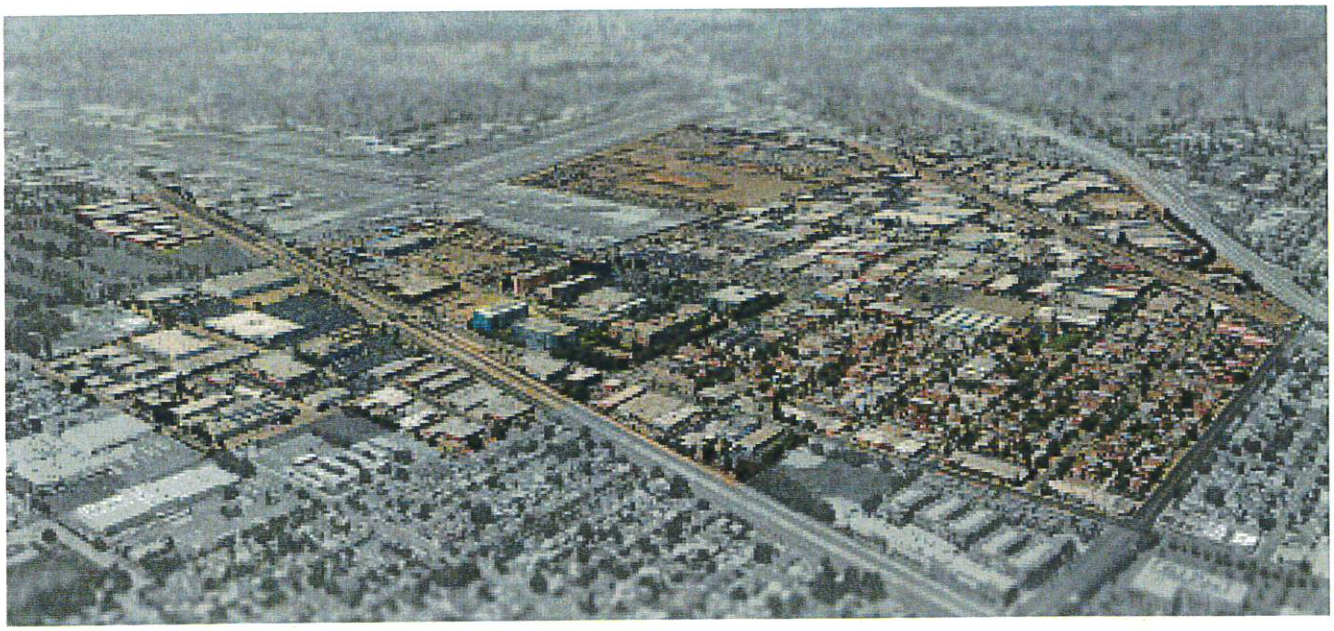
AECOM's most recent work for the City is for Zone In: Phase 4. This project includes a large portion of the City in two subareas: Wrigley and Southern Corridor. Zones developed for the project areas are implementing the General Plan and further informed by stakeholder and public outreach. Guiding the update is the need to modernize use permissions, create objective standards for infill development, right-sizing parking based on recommendations made in previous efforts, and use of community-appropriate incentives.

Key Project Elements:

- Detailed existing conditions analysis of urban design, planning, equity, and mobility data, which will serve as the basis for zone development
- High-level assessment of key market and socio-economic characteristics for the Wrigley and the Southern Corridor Project Areas. Each of the Project Areas was analyzed independently and benchmarked against the City of Long Beach and LA County, that will inform policy and planning topics to be discussed in the Economic Considerations Staff Workshop
- Assessment of the areas' regulatory framework leveraging our existing in-depth knowledge of existing plans, including the General Plan, Climate Action Plan, Enhanced Density Bonus Ordinance, and other recently adopted plans or policies as provided by the City
- Educational toolkit with various materials to help residents and stakeholders understand zoning, objective development standards, and other related planning topics.

Golden State SP, EIR & HSR Rail Station Area Plan

BURBANK, CA



Client: City of Burbank and Burbank-Glendale-Pasadena Airport Authority

Client Reference:
Daniel Villa, Senior Planner,
Community Development Dept.
(818) 238-5250
dvilla@burbank.gov

Project Dates: 2016 - Ongoing

Team Members: Susan Ambrosini, Mike Peterson, Aryeh Cohen, Lillian Lesser, Elisabet Olle Amat

AECOM is currently leading a three-pronged planning effort in the Golden State District, a commercial-industrial area adjacent to Hollywood Burbank Airport in Burbank, to prepare: (1) a station area plan in anticipation of Burbank's proposed high-speed rail station (planned to be located within the District by the California High-Speed Rail Authority); (2) the Golden State Specific Plan, which will incorporate recommendations from the station area plan and serve as the regulatory document for future land use, development, infrastructure and public realm improvements; (3) and an Environmental Impact Report (EIR) that will analyze environmental impacts of plan recommendations and recommend mitigations. This effort builds on AECOM's previous visioning study, LinkBurbank, which set the tone and framework for the District's evolution.

The District occupies about 640 acres to the immediate east and south of Hollywood Burbank Airport, which is building a replacement passenger terminal inside the plan area. It also includes two Metrolink stations, an Amtrak stop, and Burbank's proposed California HSR station. As such, the Golden State Specific Plan recognizes the District is Burbank's front door, and increasingly responsible for shaping a visitor's first impression of not only the city but the region. In addition to being a transportation hub, the District is Burbank's longest-serving employment center, originally home to Lockheed Martin and many other manufacturing businesses. In recent years, however, the area has seen a shift to post-industrial uses – primarily media and tech – and has experienced a resurgence of economic activity.

The City is looking to encourage its redevelopment into a more mixed-use district, balancing economically significant businesses and their high-paying jobs with the potential to add thousands of new residential units that balance out the district while meeting city, regional and state housing goals. Standards included in the plan will level the playing field between different uses, ensuring that one type of development doesn't dominate the district as has been the case in the past and opening up new opportunities for a fully integrated, mixed-use environment. Public realm improvements will focus on the pedestrian experience and reimage roadways for the safe and comfortable movement of various modes, not just vehicles.

The project includes public engagement in the form of community workshops to understand residents, employees and business owners' existing challenges and future aspirations for the plan area. In summary, the Plan will leverage the District's current and future infrastructure assets and explore mechanisms to mix land uses – maximizing Burbank's housing supply while solidifying its role as a major media capital.

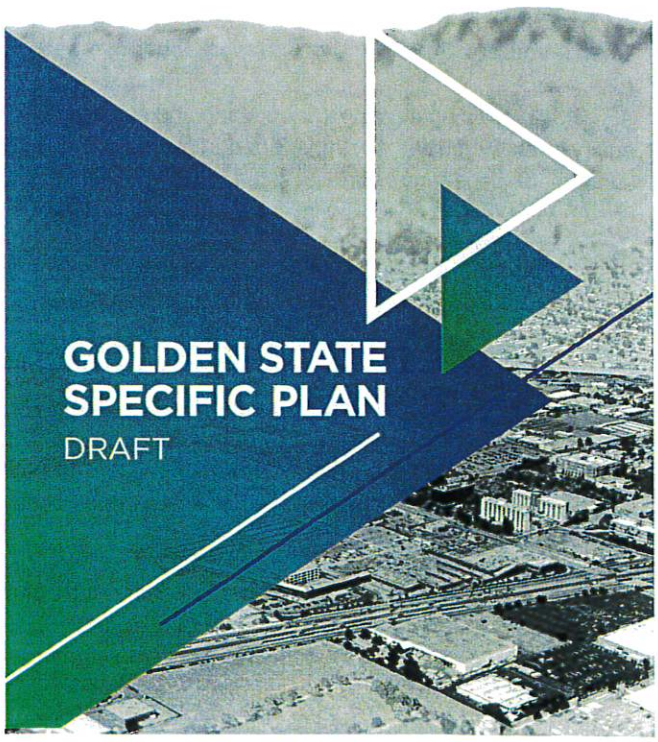
The AECOM economics team performed a detailed market and fiscal analysis, well as proforma testing on several multi-family housing scenarios.

Key Project Elements:

- **Existing conditions analyses**, including land use, urban design, transportation, and infrastructure.
- **Streetscape framework**, complementing the City's Complete Streets program.
- **Land use alternatives and preferred strategy**, to gain feedback and buy-in from local community members.
- **Market study and fiscal impact analysis**, to inform decision makers of potential financial impacts of the proposal.
- **Feasibility testing of opportunity areas**, to gauge where development potential was highest.
- **Specific Plan development and design** standards, including monitoring, reporting, and implementation.
- **Comprehensive public outreach**, such as stakeholder interviews, walking tours, open houses, pop-up events, etc.
- **Inter-departmental coordination**, through a Technical Working Group of multiple agencies with interests in the project.
- **Project management**, meeting deadlines to stay on the City's schedule and budget.







Metro LB-ELA Corridor Investment Plan and EPET Analysis

LOS ANGELES COUNTY





Client: Los Angeles County Metropolitan Transportation Authority

Client Reference:
Michael Cano, Executive Officer Countywide Planning & Development
1 Gateway Plaza, Los Angeles, CA, United States
CanoM@Metro.net
(562) 247-7777

Project Dates: 2021-Present

Team Members: Susan Ambrosini, Aryeh Cohen

AECOM is providing stakeholder outreach and engagement, equity strategy, multimodal transportation planning and policy, and project management services for the Long Beach-East Los Angeles Corridor Mobility Investment Plan (LB-ELA Corridor Plan) project. The project builds on previous efforts to alleviate congestion and optimize travel of people and goods through the I-710 corridor area. However, the LB-ELA Corridor Plan reflects a renewed vision for investment in the corridor, that focuses on development of a community-supported, regionally significant, multimodal approach to addressing major mobility, safety, air quality, and equity needs for moving people and goods through the I-710 South Corridor between the Ports of Los Angeles and Long Beach and State Route 60.

At the onset of the LB-ELA Corridor Plan process, Metro and Caltrans convened a Task Force of community-based and environmental groups, elected officials, goods movement officials, and other local regulators to meet regularly and provide input on the project. AECOM manages the overall project schedule and a team of subconsultants in the delivery of technical deliverables, public outreach efforts, and presentation materials to guide the project through multiple Task Force committee and subcommittee meetings per month.

AECOM's outreach and engagement work includes facilitation, content development, and strategy for the project's Equity Working Group (12 meetings and ongoing), equity-focused technical support for additional Task Force meetings and Lunch & Learn sessions, and application of Metro's pilot Equity Planning and Evaluation Tool throughout the process. As part of the Equity Working Group strategy and facilitation, AECOM has contributed to development of project goals and guiding principles, produced background research through literature review and data analysis, delivered on the history of policy, infrastructure, and demographic change in the corridor area, and led equity-focused communication of technical concepts throughout the project process.

Synthesizing input on transportation needs from members of the project Task Force, Equity Working Group, Community Leadership Committee, and the public, the AECOM team applied equity and sustainability principles, transportation planning expertise, and in-depth knowledge of the corridor area to compile and organize a list of 200+ projects and programs with benefits to Active Transportation, Transit, Arterial Roadways, Goods Movement, Freeways, and Community Programs. AECOM is co-leading a robust evaluation methodology to screen and prioritize projects for the investment plan.

Florence-Firestone Transit Oriented District Specific Plan Project Program Environmental Impact Report

LOS ANGELES, CA



Client: County of Los Angeles

Client Reference:
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Supervising Regional Planner
phachiya@planning.lacounty.gov
(213) 974-6316

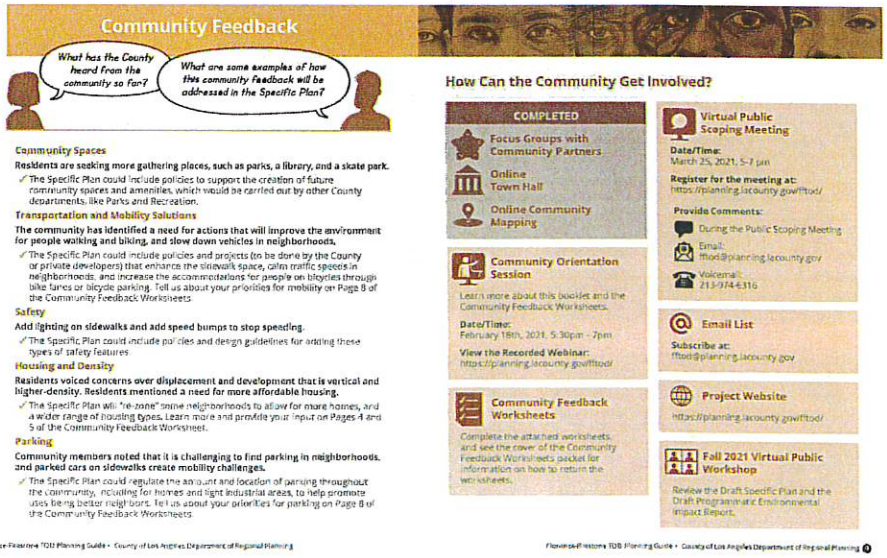
Project Dates: 2020 - 2021

Team Members: Susan Ambrosini, Mike Peterson, Aryeh Cohen, Shannon Ledet

The Florence-Firestone Transit Oriented District Specific Plan (FFTOD Specific Plan) Project involves the establishment of transit-oriented development policy direction, development standards, and implementation programs for the Florence-Firestone community as part of the Los Angeles County Transit Oriented District (TOD) Program for the Los Angeles County 2035 General Plan (General Plan). The proposed FFTOD Specific Plan Area encompasses the Los Angeles County unincorporated community of Florence-Firestone.

The project, proposed by the County of Los Angeles (County), would amend General Plan Land Use designations on parcels in Florence-Firestone to provide consistency with the General Plan policy direction for mixed use parcels along transportation corridors and support Regional Housing Needs Assessment (RHNA) requirements by providing greater opportunity to create new affordable units. The proposed FFTOD Specific Plan would also establish land use development and design standards for features, such as scale and mass, building orientation, building architectural elements, circulation, parking, and exterior lighting. The standards established by this FFTOD Specific Plan are designed to increase the clarity of applicable regulations, support the goals and policies of the General Plan and Florence-Firestone Community Plan (FFCP), and support transit oriented development investments in the community.

AECOM provided CEQA guidance for the project on behalf of the County and prepared an Environmental Impact Report (EIR), a Mitigation Monitoring and Reporting Plan, and technical reports. The EIR proposed mitigation measures to address potential impacts to key environmental issues including greenhouse gases, hazards and hazardous materials, hydrology and water quality, noise, tribal cultural resources, and utilities and service systems.



Bergamot Area Plan – Design Standard Revisions

SANTA MONICA, CA

Client: City of Santa Monica

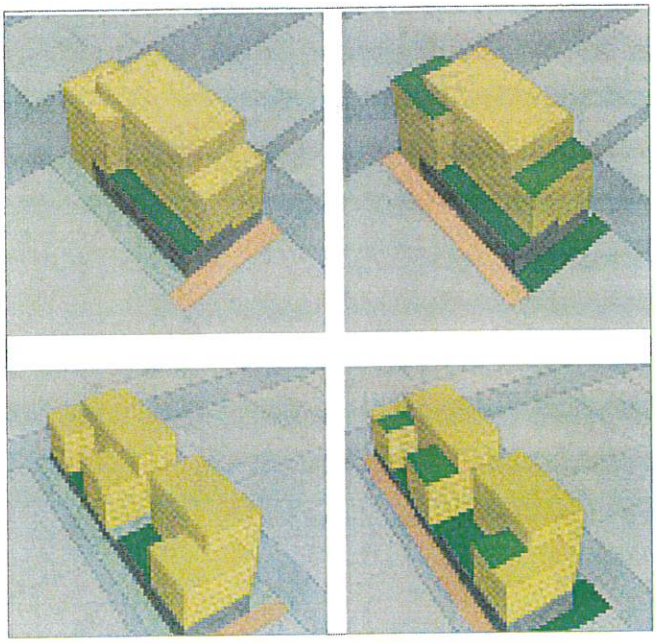
Client Reference:
Steve Mizokami, Principal Planner
steve.mizokami@santamonica.gov
(310) 458-8341

Project Dates: 2024 - Ongoing

Team Members: Susan Ambrosini, Scott Williamson

The City of Santa Monica selected AECOM to provide support for the City's efforts to revise the Bergamot Area Plan. As part of the effort, AECOM is creating new design standards, with a particular focus on open space, public realm, and the introduction of high-rise to the area. The standards will apply to the Bergamot neighborhood, a former industrial and commercial area that has in recent years transformed into a creative hub.

After the introduction of rail to the area, and more recently, increasing interest in development of up to 20 stories by way of SB330, the City is seeking to guide this interest in a cohesive manner; one that contributes to the City's vision for the area, capitalizes on access to transit, promotes high amenity development and public realm, as well as minimizing impacts on surrounds.



Drawing on lessons from similar development around the world, AECOM is working with City staff, expert committees and Commissioners to propose and refine a set of standards specific to this unique urban renewal area. The task involves striking a balance of retaining development viability while encouraging well designed outcomes public and private realm outcomes that benefit the community. Importantly, given the prominence of future development, the regulations must positively contribute to the City's identity.

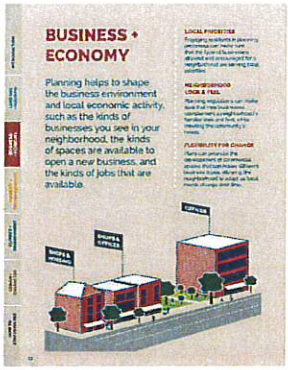
Working with expertise from our multi-disciplinary team of planners, urban designers, architects, landscape architects and economists, AECOM has to date developed and presented approaches to several attributes of future development for the area, including:

- Analyzing site permeability opportunities
- Defining 'high-rise development'
- Tower Massing and Separation
- Facade Design
- Podium Massing
- Open Space + Pathways
- Solar Access and Wind impacts

"Thank you so much for all the research, diagrams, brainstorming and the collaborative team effort. Your team is a true pleasure to work with. The efforts of the team really enabled us to develop a very strong proposal. In our presentation we highlighted the work of the AECOM team because you have been so instrumental in the process."

– Stephanie Reich, AIA, LEED AP,
Design and Historic Preservation Planner,
City of Santa Monica

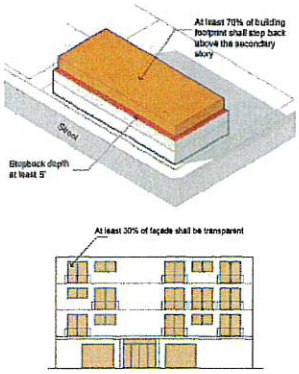
Relevant Projects & References



CITY OF LONG BEACH ZONE IN: BIXBY KNOLLS (GREATER BIXBY KNOLLS ZONING UPDATE), LONG BEACH, CA

CLIENT: City of Long Beach
CLIENT REFERENCE:
Alison Spindler-Ruiz, Planning Bureau Manager
Alison.Spindler-Ruiz@longbeach.gov
(562) 570-6553
PROJECT DATES:
2018 - Ongoing
TEAM MEMBERS: Susan Ambrosini, Scott Williamson, Aryeh Cohen

City of Long Beach selected AECOM to continue work in the Bixby Knolls neighborhood through the Greater Bixby Knolls update. Comprised of single-family development and low-density shopping streets, the project focuses on addressing barriers to new housing development in an equitable manner and development that services the existing community while providing opportunities for new residents. Our context-specific approach aims to support new housing development through a greater mix of commercial and residential uses, as well as implementing design standards to support high-quality development and support local businesses.



CITY OF ORANGE OBJECTIVE DESIGN STANDARDS, ORANGE, CA

CLIENT: City of Orange
CLIENT REFERENCE:
Chad Ortlieb, Principal Planner
cortlieb@cityoforange.org
(714) 744-7237
PROJECT DATES:
2023 - 2024
TEAM MEMBERS: Susan Ambrosini, Scott Williamson, Mike Peterson

AECOM created a set of Objective Design Standards that could be utilized for Orange's multifamily and mixed-use developments. We considered numerous variables, including state law, the City's policy and development context, local development trends, as well as City and community preferences. The project adapted existing historic guidelines for objectivity, to assist the City in streamlining its processes on sites with historic classification. We created conceptual diagrams to accompany many of the recommended standards to assist with interpretation. Once implemented, the standards will assist the City's Housing Policy Actions, contributing to a streamlined process and providing certainty for housing development projects.



CITY OF PASADENA GENERAL PLAN IMPLEMENTATION PROGRAM, EIGHT SPECIFIC PLAN UPDATES, PASADENA, CA

CLIENT: City of Pasadena
CLIENT REFERENCE:
Anita Cerna, Principal Planner
acerna@cityofpasadena.net
(213) 630-1446
PROJECT DATES:
2017 - Ongoing
TEAM MEMBERS: Susan Ambrosini, Scott Williamson, Aryeh Cohen, Mike Peterson, Lillian Lesser, Elisabet Olle Amat

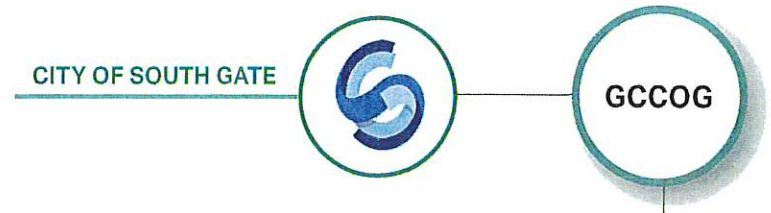
To support the City's continued effort towards innovation and high-quality design, AECOM is updating all eight of Pasadena's specific plans for the Planning & Community Development Department, which will implement the City's General Plan. AECOM is leading the updates for the Central District, East Colorado, and South Fair Oaks Specific Plans, which comprise all of Pasadena's greater downtown, and Lincoln, Fair Oaks/Orange Grove, North Lake, Lamanda Park, and East Pasadena, which comprise the Northwest and Northeast neighborhoods of Pasadena. Virtually all of Pasadena's commercial and mixed-use areas are located in these plan areas.

**Linked plans are adopted.*

Project Team

3

Project Team



CORE LEADERSHIP TEAM



PROJECT DIRECTOR
Susan Ambrosini, AICP



PROJECT MANAGER
Scott Williamson, AICP



OUTREACH LEAD
Paola Peña



ENVIRONMENTAL LEAD
Shannon Ledet

INTEGRATED PROJECT TEAM

Urban Planning + Mobility
Susan Ambrosini, AICP
Scott Williamson, AICP
Mike Petersen, LEED NP
Aryeh Cohen
Sebastian Barrios

Architecture/Design
Mark McVay
Elisabet Olle Amat, AICP

GIS
Sean Tapia
Rachel Leete

Outreach
Paola Peña (+Env)
John Moreno (+Env)
Lillian Lesser

Environmental
Shannon Ledet
Sarah Baker
Broden Farazman
Chris Kaiser
Nak Kim
Miao Gao

In Southern California, AECOM has over 25 years of experience providing comprehensive services across multiple planning and design disciplines for local cities, counties, and regional planning organizations. Our local, integrated expertise includes land use planning, urban design, zoning, policy development, economics, equity analysis, sustainability, mobility, infrastructure, environmental solutions, and public outreach. More specifically, AECOM's Southern California planning team regularly works on Specific Plans and similar documents leveraging a depth of expertise across all relevant disciplines. Our team has taken a strategic approach to the selection of key personnel for the Gateway District Specific Plan effort, leveraging their experience and understanding of the Gateway Cities region.

Scott Williamson, our proposed Project Manager, would be responsible for day-to-day communications, overall project management, including adherence to budget and schedule. Scott is adept in managing zoning and planning initiatives, including specific plans, development standards, masterplans, and outreach initiatives. His proven ability to lead teams and guide complex projects through the process allow that the Gateway District Specific Plan will progress seamlessly through all necessary phases, in close partnership with GCCOG and City staff. Scott's recent project management experience includes leading rezoning efforts for Long Beach's Bixby, Wrigley, and Southern Corridor neighborhoods for Housing Element compliance, creating Orange's Objective Design Standards, creating San Jose's Objective Development and Design Standards

Susan Ambrosini, our proposed Project Director, brings a wealth of expertise in Specific Plans, having worked with various jurisdictions across California. She would be provide critical project direction at key milestones and would be a constant resource for technical and quality control. Susan's ongoing collaborations with cities such as Pasadena, Burbank, and Culver City have equipped her with a comprehensive understanding of the challenges and opportunities inherent in specific planning efforts. Susan excels in proposing technical solutions, optimizing efficiencies, and adeptly addressing community and political concerns. Susan is the project director for **Metro's Long Beach to East LA I-710 project** outreach efforts, several updates to **Long Beach's Zoning**

Code, and **Culver City's Hayden Tract Specific Plan.** She is the Project Manager for **eight Pasadena specific plans** and **Burbank's Golden State Specific Plan**. She was the Project Manager for the County's **Florence-Firestone TOD Specific Plan**, abutting South Gate to the west.

In addition to their project director and management roles, Susan and Scott would support urban planning, zoning, urban design technical work, in addition to being responsible for quality control of deliverables. Supporting Susan and Scott will be planning, outreach, and environmental team members.

Paola Peña is a is an equitable outreach specialist and native Spanish speaker who will be leading outreach efforts, including translation of materials and attendance at outreach events. She is also an environmental planner and air quality scientist who can support the environmental review efforts.

Mike Petersen in an urban planner and designer specializing in specific plans and development and design standards responsible for updating content to bring the plan into consistency with current Metro planning and any other applicable efforts.

Aryeh Cohen is an urban planner and visual communication specialist familiar with the area having worked on the Florence Firestone TODSP and Metro LB-ELA projects. He would support creating accessible, graphically rich outreach materials and urban planning/design tasks.

Mark McVay is an architect who will serve as a technical advisor to design standard and diagram tasks.

Elisabet Olle Amat is an urban designer and architect, who would assist with graphics and diagrams that may be needed to update the plan, and all urban design tasks.

Sebastian Barrios is an urban planner responsible for leading data collection and review, setting up the site reconnaissance, and originating community engagement and planning content.

Lillian Lesser is an urban planner who will primarily be responsible for coordinating outreach efforts and originating outreach materials, and will also be available to support planning efforts.

John Moreno is a native Spanish-speaker who will be supporting outreach and environmental efforts, including translation of materials and attendance at outreach events as needed, and originating content for CEQA documentation.

Shannon Ledet is an environmental planner who will lead the environmental review and technical analysis efforts.

Sean Tapia is an urban planner and data analytics specialist who will provide techincal oversight on the existing condtions online mapping.

Environmental specialists supporting the CEQA task include Sarah Baker (quality review), Broden Farazman (originate addendum content), Chris Kaiser (noise analysis), Paola Peña (air quality/GHG), Nak Kim/Miao Gao (traffic), and Rachel Leete (GIS). Administrative, graphic, and controls staff supporting the task order include Fran Ascolillo, Deborah Jew, Ruth Behling and Stacy McHargue.

Meet Your Project Manager



SCOTT WILLIAMSON, AICP
Project Manager

Scott brings over 16 years of strategic planning, development review and project management experience. Scott complements the AECOM Los Angeles skill set with an enduring international perspective of public and private planning projects and processes. Scott is motivated by a passion for addressing complex urban problems, while navigating the complexities of government process and politics. He routinely works with various agencies, project teams and stakeholders through the envisioning and approval pipelines. Scott's strategic planning and development review experience has brought an innate familiarity with the drivers of residential, commercial, community and industrial developments, along with the regulatory frameworks that must be navigated to approval. Central to Scott's experience has been outreach, in which he has developed a strong skillset for communicating complex urban concepts to the community and elected representatives. Maximizing benefit to the community has been a pillar in all variety of projects Scott has managed. Recent projects include:

- Zone In: Bixby and Phase 4 Projects, City of Long Beach, CA
- Objective Design Standards, City of Orange, CA
- SB9 Objective Development and Design Standards, City of San Jose, CA
- Objective Development Standards, SCAG, Santa Monica, South Pasadena, Montebello, Santa Fe Springs, CA

Resumes



Susan Ambrosini, AICP

ROLE: PROJECT DIRECTOR | LAND USE/ZONING | URBAN DESIGN | OUTREACH

Education
MUP, Urban Planning, Hunter College

BA, Political Science, University of Colorado

Certifications
AICP Certified, American Institute of Certified Planners

Affiliations
American Planning Association

Urban Land Institute

Susan Ambrosini, AECOM's Los Angeles Office Urban Planning practice lead, is adept at managing complex projects across a variety of scales, including citywide and community policy documents, district-scale urban design concepts and neighborhood and corridor level streetscape and mobility plans. She has worked with a variety of agencies and departments in several cities, including SCAG, and is passionate developing stronger connections between land use, urban design and mobility planning, leading to more successful planning and project outcomes. She has consistently led successful multi-disciplinary and multi-firm teams in which land use, urban design, housing policy, economic analyses, physical feasibility studies, transportation studies, infrastructure analyses, and landscape design are each critical inputs into the planning process. Public outreach is a key component of almost all her projects and Susan is skilled at developing successful community outreach strategies, facilitating public meetings and working with a variety of stakeholders.

PROJECT EXPERIENCE

City of Pasadena, General Plan Implementation Program and EIR Addenda, Pasadena, CA. Project Director for the concurrent update of eight Specific Plans and the citywide zoning code. The Plan Areas include five transit stations and a mix of commercial office, retail, flex industrial, institutional and multifamily residential uses. The new Plans will include refined land uses, new objective development and design standards and guidelines, public realm requirements, supportive goals and policies, and implementation programs. The effort has been supported by extensive outreach, led by AECOM, including 11 workshops, four virtual open houses, pop up events and walking tours.

Zone In: City Core (Anaheim Corridor Zoning Implementation Plan), City of Long Beach, Long Beach, CA. Project Director for creating an implementation plan and drafting new zones for the Anaheim Corridor area to address removing barriers to housing development in an equitable manner that serves the existing community while providing opportunities for new residents. The project will also implement the City's new General Plan Place Types and uncover opportunities to incentivize affordable housing through zoning.

SCAG, REAP 1.0 Objective Development Standards Bundle, LA County, CA. Project Director for the development of 16 zoning districts within 4 cities that incorporate objective development standards as a way to promote high quality design while streamlining the approval process for new housing development.

Metro, Long Beach-East LA Corridor Mobility Investment Plan, Southern California. Task and equity lead for equity analysis and outreach including the facilitation, content development, and strategy for the project's Equity Working Group (13 meetings and ongoing); the application of Metro's pilot Equity Planning and Evaluation Tool (EPET) throughout the process for technical analysis of existing conditions, multimodal strategies, and proposed project list; and developing equity criteria and performance metrics.

County of Los Angeles, Florence-Firestone Specific Plan and EIR, Los Angeles County, CA. Project Director for new Specific Plan in the economically challenged Florence-Firestone area that includes three A line light rail stations. The Plan includes new development standards for multifamily, commercial and industrial land uses and multi-modal mobility concepts to help achieve Community Plan objectives for higher density around transit while addressing equity and affordability. AECOM managed the public outreach effort, which focused on engaging under-represented residents.

Golden State Specific Plan and EIR, Hollywood-Burbank Airport, Burbank, CA. Project Director for the creation of a new Specific Plan for the 600-acre post-industrial area around the Hollywood-Burbank Airport in anticipation of a new high-speed rail station. Key focus areas of the project have been evaluating the feasibility of more housing and density in the district, identifying the appropriate jobs-housing balance, and improving access to the Metro and HSR stations and relocated airport terminal. The Specific Plan will include new objective development and design standards for several new subareas comprising the district, including an emphasis on standards that support an improved public realm through wider sidewalks and enhanced public open space.



Scott Williamson, AICP

ROLE: PROJECT MANAGER | LAND USE/ZONING

Education
Grad Dip, Environmental Law, University of Sydney

Masters in Urban & Regional Planning, University of Sydney

BS, Human Geography, University of Wollongong

Affiliations

Urban Land Institute
American Planning Association

Certifications
AICP Certified, American Institute of Certified Planners

Scott Williamson brings over 13 years of strategic planning, development review and project management experience. Scott complements the AECOM Los Angeles skill set with an enduring international perspective of public and private planning projects and processes.

Scott is motivated by a passion for addressing complex urban problems, while navigating the complexities of government process and politics. He routinely works with various agencies, project teams and stakeholders through the envisioning and approval pipelines. Scott's strategic planning and development review experience has brought an innate familiarity with the drivers of residential, commercial, community and industrial developments, along with the regulatory frameworks that must be navigated to approval. Central to Scott's experience has been outreach, in which he has developed a strong skillset for communicating complex urban concepts to the community and elected representatives. Maximizing benefit to the community has been a pillar in all variety of projects Scott has managed.

PROJECT EXPERIENCE

Zone-In Phase 4, City of Long Beach, CA. Project Manager for the AECOM project team. Phase 4 of the City's Zone-In project covers a large area of the City of Long Beach, including the Wrigley neighborhood and around the Fourth Street corridor. The project is seeking to implement the City's General Plan in updated zoning, identify opportunities for affordable housing, reduce barriers to development and promote equity. Responsible for coordinating day to day running of the project, technical and outreach tasks.

Bixby Knolls Zoning Update, City of Long Beach, CA. Project Manager for the City's update of the zoning regulations in the Bixby Knolls Neighborhood, also known as Phase 3 of the City's Zone-In project. Responsible for coordinating day to day running of the project, technical and outreach tasks to enable the new zoning, implement the City's objectives and promote future growth.

City of Pasadena, Pasadena Specific Plans, CA. Senior Urban Planner. Project support for the AECOM project team. Providing oversight, strategy, editing and quality control.

City of Orange Objective Design Standards, City of Orange, CA. Project Manager for the AECOM project team, providing project oversight, coordination of the project team and interface with the client for delivery of objective development standards that will inform development across the city.

Objective Design Standards for SB9 and Infill Housing, City of San Jose, CA. Project Manager and Technical Lead for the AECOM project team. San Jose is working to encourage infill typologies to further contribute to its housing stock. This project was aimed at improving uptake and design outcomes associated with the State infill housing policy SB9 in single dwelling zones, while expanding eligibility to two-dwelling zones and historic districts. The project developed an innovative series of design standards for the City to utilize in its code, delivered a series of illustrative diagrams to assist with public understanding and public facing materials. The project also involved undertaking industry specific and general public outreach to inform project outcomes.

Objective Development Standards, Southern California Association of Governments (SCAG), CA. Project Manager for the AECOM project team, responsible for coordinating the project team and managing day to day running of the project, technical work, outreach and client interface for the project, which is working to deliver objective development standards to four different cities the Los Angeles region, totaling 16 zoning districts.

Accessory Dwelling Units, Southern California Association of Governments (SCAG), CA. Project Manager for the AECOM project team. Providing day to day oversight of the project that worked to develop a variety of ADU materials and tools for four Southern California cities. The tools are intended to help streamlining of the ADU development type for these four cities and beyond.

Northside Land Use Analysis, Los Angeles World Airports (LAWA), CA. Application review and agency assistance for a large recreation project seeking to implement the Northside Specific Plan.



Paola Peña

ROLE: SPANISH OUTREACH | ENVIRONMENTAL ANALYSIS

Education
BS, Environmental Chemistry – Environmental Systems, University of California, San Diego, 2016

Language Skills
Spanish fluency

Affiliations
Member, Association of Environmental Professionals

Paola has experience in public and stakeholder engagement and facilitation for a range of projects, including climate change adaptation and resilience, mobility and transportation planning projects, and environmental impact assessment efforts. Ms. Peña's stakeholder engagement and public facilitation work has included outreach and communications strategy development, public meeting planning and facilitation, development and implementation of educational materials, public participation training and risk communication training for agencies, interactive website content development, online surveys, fact sheets, and newsletter development. Ms. Peña also specializes in the preparation of greenhouse gas emission inventories and air quality impact assessments. Thus, Ms. Peña understands the importance of clear and succinct communication of complex issues to encourage meaningful community involvement. In addition, as a native, fluent Spanish speaker, Ms. Peña's previous outreach work has included translation services for in-person stakeholder and public interviews and virtual and in-person multi-lingual workshop planning and coordination.

PROJECT EXPERIENCE

Florence-Firestone Transit-Oriented District Specific Plan and PEIR, County of Los Angeles, CA. Responsible for the development of outreach materials, preparation for virtual workshop and community meetings, and report summaries for the scoping and public review period of the PEIR for the Florence- Firestone Transit Oriented District Specific Plan (FFTODSP). The FFTODSP and Program EIR focused on creating a land use and zoning policy tool for the unincorporated community of Florence-Firestone. The community engagement program carried out during the COVID-19 pandemic includes a stakeholder assessment, collaboration with Community-Based Organizations, focus groups with organizations representing vulnerable populations, and an online mapping activity.

Long Beach-East Los Angeles (LB-ELA) Corridor Mobility Investment Plan, LA Metro, Los Angeles, CA. As a member of the LB-ELA team, Paola assisted assisted in the facilitation of the project's Equity Working Group.

County of San Diego, Inclusionary Housing Study, San Diego, CA. Assisted with development of the outreach strategy and outreach materials for various stakeholders. She also assisted with the development of stakeholder questionnaire and facilitation of a virtual community webinar to communicate the purpose of the Study and present the draft findings, which included preparation of a meeting presentation to convey Study's economic analysis. The purpose of the study is to develop criteria for inclusionary housing and middle-income housing programs. Specifically, the Study will assess local land use policy options for requiring market-rate housing projects to include the construction of affordable homes for low and middle-income households.

North Long Beach UPLAN, Phase 2, Long Beach, CA. Assisted with the outreach crowning event, which included coordination and planning of meetings and production of outreach materials. Key elements of the outreach strategy included thoughtful dialogue with community members to understand concerns regarding potential increases in density and housing supply, and education and capacity building regarding current housing conditions and potential policy options to address overcrowding and housing affordability issues in the community.

Victor Valley Transit Authority Comprehensive Operational Analysis, San Bernardino County, CA. Assisted with soliciting input on community and individual needs through on-site questionnaires and bus stop interviews in English and Spanish. The study looked at the current performance of Victor Valley Transit services as well as development in the Victor Valley area to determine how effective the current services are and what service modifications will be needed to serve the Victor Valley community in the coming years.

Imperial County Transportation Commission, Fare Collection Study, El Centro, CA. Assisted with the logistics and production of outreach materials, English to Spanish translation of materials, and the virtual public meeting presentation for a Fare Collection Study.



Shannon Ledet

ROLE: ENVIRONMENTAL PLANNING/ANALYSIS

Education
MPL, Master of Planning, Social and Community Development, University of Southern California

BA, Sociology, Minor in Geography, California State University, Long Beach

Certifications
Visual Resource Management Training Course Number 8400-05, U.S. Department of the Interior, Bureau of Land Management (BLM), October 2009

Shannon Ledet is a principal environmental planner at AECOM with over 18 years of work experience in both the public and private sectors. Her experience includes management and/or preparation of various CEQA and NEPA environmental documents, technical visual/aesthetic and lighting studies, alternatives analyses for major transit/transportation projects, as well as community cohesion analyses. Her primary role at AECOM is to manage the environmental review process in compliance with CEQA and NEPA requirements, including the preparation of initial studies, environmental assessments, negative declarations, EIRs, statements of overriding considerations, findings of fact, and findings of consistency. Prior to AECOM, Shannon worked as a Planner at Terry A. Hayes Associates, where she managed and prepared environmental documents and technical studies for infrastructure, institutional, transit/transportation, mixed-use, and retail projects. Prior to this experience, Shannon worked for the County of Los Angeles Community Development Commission.

PROJECT EXPERIENCE

City of Beverly Hills, Westside Purple Line Wilshire/Rodeo Station North Portal Environmental Impact Report, Beverly Hills, CA. Project Manager and Aesthetics Task Lead for the preparation of an EIR for the construction and operation of a station entrance and exit to the Purple Line's Wilshire/Rodeo Station on the north side of Wilshire Boulevard, in addition to the currently planned station entrance on the south side of Wilshire Boulevard adjacent to Reeves Drive. The Draft EIR evaluated three alternative locations all within the City of Beverly Hills adjacent to the future Metro Wilshire/Rodeo Station now under construction as part of the Metro Purple Line Extension (Section 2) Project. Key issues include aesthetics, noise, traffic, and construction impacts. EIR was certified in November 2020.

Los Angeles County Metropolitan Transportation Authority, Metro South Bay Green Line Extension Draft EIS/EIR and Visual Impact Assessment, Los Angeles, CA. Project Manager for the preparation of the visual impact assessment and visual simulations for the approximately five-mile extension of rail service from the current terminus of the Metro Green Line in the South Bay area of Los Angeles County.

Los Angeles County Metropolitan Transportation Authority, Metro Regional Connector Draft Supplemental EIS and Visual Impact Assessment, Los Angeles, CA. Project Manager for the preparation of the visual impact assessment and visual simulations for additional build alternatives being considered for the Flower Street portion of the Regional Connector.

City of Los Angeles Department of Public Works, Bureau of Engineering, Pio Pico Library Pocket Park & Underground Parking Structure Project IS/MND, Los Angeles, CA. Deputy Project Manager for the preparation of an IS/MND for the construction/operation of a new pocket park and one-level subterranean parking structure on the site of the existing surface parking lot serving the Pio Pico Koreatown Library. The western façade of the existing library would be incorporated into the new park. Key issues included noise, traffic, geology/soils, and cultural resources. Shannon coordinated with the City, subconsultants, and technical staff.

City of Burbank, Golden State Specific Plan EIR, Burbank, CA. CEQA Task Manager leading preparation of the EIR for the specific plan area which includes the Hollywood-Burbank Airport. A key focus of the project is the potential for new land uses and urban design regulations adjacent to the existing airport in anticipation of a new high speed rail station, and the associated potential environmental impacts.

Aerial Rapid Transit Technologies LLC, CEQA Environmental Impact Report, Los Angeles, California. Aesthetics task lead for the preparation of the visual impact assessment for a proposed aerial gondola that would connect Los Angeles Union Station in downtown Los Angeles to the Dodger Stadium property.



Sarah Baker

ROLE: ENVIRONMENTAL PLANNING

Education

BA, Environmental Studies and Biological Sciences, University of California, Santa Cruz, 2007

Training/Certifications

WTS, Association of Environmental Planners

Sarah Baker is an experienced Managing Environmental Planner with 17 years of experience, including 8 years of experience working at the California Department of Transportation District (Caltrans) 7 Division of Environmental Planning. Sarah has an extensive knowledge of designing and developing large-scale infrastructure projects and in developing and delivering complex environmental documents. She also has a comprehensive knowledge of the environmental process for both National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA), from scoping to project approval and construction. Sarah has expertise in working with environmental regulatory agencies to gain project approval: US Environmental Protection Agency (EPA), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), US Army Corps of Engineers 404, California Regional Water Quality Control Board 401, California Department of Fish and Wildlife 1600, US Fish and Wildlife Section 7 Consultation.

PROJECT EXPERIENCE

City of Los Angeles Department of Public Works, Bureau of Engineering On-Call Environmental Documentation and Environmental Specialties Studies; Los Angeles, CA.* Managed the environmental on-call services contract with the City of Los Angeles' Bureau of Engineering (BOE). Managed technical staff as well as subconsultants to provide various environmental services for BOE. Managed cultural resources technical staff, who were providing expert level analysis for CEQA and Section 106 compliance on multiple projects. Managed the environmental document preparation, budgets, and schedules of multiple on-going task orders, as well as the overall contract.

Los Angeles County Metropolitan Transportation Authority, CEQA/NEPA Environmental Services and Support; Los Angeles, CA.* Deputy Contract Manager CEQA/NEPA support contract with LA Metro. Coordinated to provide various environmental services to LA Metro, such as construction monitoring, public outreach, technical studies, and environmental document preparation. Oversaw the budgets and schedules of numerous task orders, as well as acted as a subject matter expert for CEQA/NEPA.

Caltrans District 7, On-Call Environmental Services, Los Angeles, CA.* Environmental Project Manager & Contract Manager. Provided contract management on numerous CEQA/NEPA support contracts with Caltrans District 7 as a subcontractor to various firms. Assisted in coordinating the team to provide multidisciplinary environmental services, including field surveys, preparation of environmental technical studies, community outreach assistance, and construction monitoring.

City of Santa Monica, Santa Monica Pier Bridge Replacement Project, Santa Monica, CA.* Environmental Project Manager. Oversaw the technical specialist as they prepared multiple analysis, including extensive Section 106 and Section 4(f) compliance documentation. Sarah worked with the City of Santa Monica in coordination with Caltrans District 7, to prepare a Recirculated Draft EIR/EA for the proposed project to replace the Santa Monica Pier Bridge. The proposed project would include replacement of the existing, seismically deficient Pier Bridge with a new multi-modal bridge to meet current seismic standards. The project's preliminary design is looking to replace the bridge with a new, structurally improved bridge, while also seeking to improve access to the pier for pedestrians, bicyclists, enhance ADA access, as well as automobiles that park on the pier.

**Prior to AECOM*



Mike Peterson

ROLE: LAND USE/ZONING | URBAN DESIGN

Education
Master of Urban and Regional Planning, University of California Los Angeles

BA, Architecture, University of Minnesota

Certifications
LEED Green Associate

Passive House Certified Builder

Affiliations
American Planning Association

Urban Land Institute

Mike is a planner with the Buildings+Places team in Los Angeles, working with cities throughout Southern California to develop and implement forward-looking plans and policies. With previous experience in architecture and construction project management, he is committed to making our cities high-performing, high-quality places for people to love. His planning background ranges from street design and active transport to land use and climate resiliency initiatives. Prior work has also focused on cultural heritage/historic preservation and development of affordable housing.

PROJECT EXPERIENCE

City of Pasadena, General Plan Implementation/Specific Plan Updates, Pasadena, CA. Urban Planner. Revising the City's specific plans as the lead planner on multiple plan areas and primary developer of objective standards for all eight plans as the City undergoes its Housing Element update. Updates include plan area boundaries, rezoning, new land use categories and typologies, public realm and development standards, as well as design guidelines for special circumstances. Though there are eight diverse plan areas, each plan reflects the local character with individualized modifications to a standardized slate of regulations – to encourage reliable outcomes and improve ease of use among developers, project planners, and the general public. Analyzing feasibility of new construction based on new standards and providing policy recommendations. Engaging with the greater community through public workshops and virtual open houses.

Florence-Firestone Transit Oriented District Specific Plan, Los Angeles County, Los Angeles, CA. Urban Planner. Created new zoning with objective development and design standards for a transit-oriented neighborhood surrounding A Line stations in unincorporated LA County. Researched recent zoning updates and studied changing state law to incorporate current best practices into the plan. Analyzed impacts on overall capacity of the area in terms of housing, employment, and traffic.

City of Burbank, Golden State Specific Plan, Burbank, CA. Urban Planner. Working with city staff to create a new specific plan for a hybrid industrial area near future high speed rail, regional rail stations, and the Hollywood Burbank Airport. Creating objective development standards and land use regulations for various mixed-use, industrial, and residential zones, including density bonus provisions. Developed a capacity analysis to determine likely effects of new development standards on population and employment for multiple rezoning scenarios, based on both current and anticipated market trends.

Hayden Tract Specific Plan, City of Culver City, Culver City, CA. Urban Planner. Creating a new specific plan for a formerly commercial/industrial district to guide its transition into a flexible mixed-use neighborhood between two Metro light rail stations. The City's updated General Plan had already introduced residential as an allowed use; the goal of the specific plan is to ensure that new development fits the historic industrial and creative character of the neighborhood while introducing new a new mobility concept centered on walkability and complete streets. Planning for four rounds of community engagement along with study sessions and hearings at decision-making bodies. At the start of the project, analyzed existing conditions and created development alternatives for public feedback.

SCAG, REAP 1.0 Accessory Dwelling Unit Bundle, LA County, CA. Urban Planner. Mapping and analyzing ADU application, permit, and completion data for three cities in Southern California to understand patterns and barriers to completion of new affordable housing units, most commonly found in low-density neighborhoods. Researching best practices on ADU ordinances, regulations, processes and financing programs. Developing a standard plan library for expedited permitting.

SCAG, REAP 1.0 Objective Development Standards Bundle, LA County, Ca. Urban Planner. Creating clear, objective development standards for housing projects to fast-track approval of high-quality housing projects in four Los Angeles County municipalities as a response to changes in state law. Analyzing existing development policies and regulations, review processes, and recent applications to compile a toolkit that can be easily edited by different jurisdictions to allow maximum density while providing an appropriate level of regulation.



Aryeh Cohen

ROLE: LAND USE/ZONING | VISUAL COMMUNICATION

Education
MA, Urban and Regional Planning, UCLA

BA, Anthropology, UCSC

Affiliations
American Planning Association

Aryeh Cohen is a member of AECOM's Urban Planning practice where he works with public agencies across the Southern California region to advance equity, fair housing policy, multimodal transportation options, and people-centered urban design through development of long-range policy and planning guidance. Aryeh has experience developing Specific Plans, Zoning Implementation Plans, and Investment Plans at local and regional scales, contributing policy guidance and data analysis, and applying expertise in written and visual communication to translate technical concepts into accessible language and graphic tools for community engagement.

PROJECT EXPERIENCE

Long Beach-East Los Angeles (LB-ELA) Corridor Mobility Investment Plan, LA Metro, Los Angeles, CA. As a member of the LB-ELA team, Aryeh led development and application of the equity-focused evaluation criteria for a range of 200+ multi-modal projects and programs at widely varying scales and levels of development. Aryeh also leads the application of Metro's Equity Planning and Evaluation Tool, and facilitation of the project's Equity Working Group, including the production of presentations on the history of policy, infrastructure, and demographic change in the project area to further inform the Task Force's shared understanding of disparities surrounding the corridor.

General Plan Growth Strategy, Los Angeles Department of City Planning, Los Angeles, CA. As a member of the General Plan Growth Strategy team, Aryeh evaluated the effectiveness of the City's existing Framework Element as a planning tool to prepare for growth, and led development of a Fair Share Housing Allocation methodology to equitably distribute housing capacity throughout the City's 35 Community Planning Areas (CPAs). Through precedent research and technical discussions with multiple City teams, AECOM developed a methodology to assign each CPA a share of the City's housing capacity goal in a way that prioritizes equity in access to opportunity, transit and jobs, and health in accordance with Affirmatively Furthering Fair Housing policy.

Florence-Firestone Transit Oriented District Specific Plan, Los Angeles County Department of Regional Planning, Los Angeles County, CA. As a member of the FFTOD Specific Plan team, Aryeh's primary contributions included: A literature review focused on the relationship between transit-oriented development and displacement; policy analysis focused on affordable housing, tenant protection, and workforce retention/transitions; and written and visual analysis of demographic and socioeconomic data as part of the Community Atlas and Equity and Mobility Study. Aryeh also contributed illustration and graphic design for the development of accessible educational materials as part of the project's public outreach component.

Pasadena General Plan Implementation Program – Specific Plan Updates, City of Pasadena Planning and Community Development, Pasadena, CA. As Deputy Project Manager of the Pasadena General Plan Implementation team, Aryeh's technical contributions have involved writing policy language and development standards, coordinating the implementation of several virtual open house workshops, designing concept illustrations and diagrams for visualizing development standards, contributing to a sustainability memo including mapping and policy analysis, and managing the graphic design and compilation of specific plan documents in InDesign.

Zone In: City Core (Anaheim Corridor Zoning Implementation Plan), City of Long Beach, Long Beach, CA. Housing policy lead for creation of an implementation plan and new zones for the Anaheim Corridor area to address removing barriers to housing development in an equitable manner that serves the existing community while providing opportunities for new residents. The project will also implement the City's new General Plan Place Types and uncover opportunities to incentivize affordable housing through zoning. Aryeh authored a Residential Anti-Displacement policy memo to inform housing stabilization strategies and led analysis of existing conditions in the project area.



Sebastian Barrios

ROLE: LAND USE/ZONING | URBAN DESIGN | OUTREACH

Education
MA, Urban Design, University of Westminster,

BSc, Urban and Regional Planning, Cal Poly, Pomona

Affiliations
American Planning Association

Sebastian is an urban planner for the Los Angeles office. While at AECOM, Sebastian has worked with a variety of public agency clients on projects such as zoning code updates, general plan updates and specific plans, among others. Sebastian has worked on current and long-range planning projects, and prior to joining the AECOM team, Sebastian spent time as a contract planner in the public sector. He holds a Bachelor's degree in Urban and Regional Planning and a Master's in Urban Design. Sebastian also has knowledge of the UK town planning system in addition to the California Planning System. Overall, Sebastian brings his current planning work experience and an extensive educational background to the success of our client's projects.

PROJECT EXPERIENCE

Zone In: Phase 4, City of Long Beach, CA. Urban Planner. Technical team member that assisted in the development of new zoning districts and development standards for the Wrigley and Southern Corridor neighborhoods of Long Beach. Prepared a literature review and developed a set of built environment and policy-based maps to guide the zoning approach update. Developed potential zoning district maps to guide the zoning approach update. Researched established General Plan land use designations to guide zoning district discussions with the City.

Specific Plan Update. City of Marysville, CA. Urban Planner. Technical team member that assisted in the preparation of a new Specific Plan for Downtown Marysville that addresses that accelerates housing supply, support infill housing, and reduce vehicle miles traveled (VMT) through location of efficient housing. Sebastian has assisted in developing the land use strategy for the Downtown Marysville and creating objective development standards.

Greater Bixby Knolls Zoning Update, City of Long Beach, CA. Urban Planner. Assisting in development of new zoning districts and development standards for the Bixby Knolls neighborhood of Long Beach. Developed potential zoning district maps to guide the zoning approach update. Researched established General Plan land use designations to guide zoning district discussions with the City.

SCAG, REAP 1.0 Objective Development Standards Bundle, LA County, CA. Urban Planner. Project team member on the technical team to assist four cities in the development of objective development standards. The work includes an assessment of each respective city's regulatory framework for housing development, updates and creation of zones and objective development standards. Sebastian is assisting the work associated with the new zones development and the outreach efforts.

Los Angeles County Metropolitan Transportation Authority, Crenshaw North Extension, Los Angeles, CA. Urban Planner. Technical team member that developed documents of combining together urban design considerations and impacts that showcase proposed portal locations for a new LA Metro subway through Mid-City, West Hollywood and Hollywood.

Los Angeles County Metropolitan Transportation Authority, I-710 Equity Task Force, Los Angeles, CA. Urban Planner. Technical team member to assist on creating slide decks for task force meetings. Sebastian has assisted in creating slide decks with the goal of developing multimodal strategies for the 710 Corridor.

City of Pasadena, General Plan Implementation Program – Specific Plan Updates and Zoning Code Updates, Pasadena, CA. Urban Planner. Technical team member for updates to existing specific plans, updates to the existing zoning code, and the creation of new zoning districts to align with the newly adopted General Plan. Sebastian has worked in developing chapters for the specific plan such as the Street Tree chapters.

City of Manteca, Mixed-Use Housing Accelerator Project, Manteca, CA. Urban Planner. Project team member for the Manteca Mixed-Use housing Accelerator Project that includes the processing of entitlements for the rehabilitation and expansion of an existing underutilized commercial shopping center as a mixed-use housing project and a zoning analysis along with recommendations citywide on how to accelerate housing. Sebastian is assisting the work associated with major site plan review and Planned Development entitlements.



Lillian Lesser

ROLE: OUTREACH | LAND USE/ZONING

Education
Master of Urban Planning, University of Southern California

BA, Arts Management, State University of New York at Purchase College

Lillian is an urban planner specializing in public engagement and outreach. She has professional experience with stakeholder engagement, public policy, public events, community-led engagement initiatives, and interdisciplinary partnerships. Lillian has strong research, writing, and communication skills. Her experience includes five years curating, producing, and managing logistics for public events about urban planning-related topics in New York City, conducting field work at Metro stations throughout LA County, coordinating and supporting large-scale community forums and engagement events focused on active transportation, and collaborating with interdisciplinary partner organizations on planning-related projects throughout LA County. Past research includes placemaking best practices, creative and interdisciplinary engagement, active transportation, housing policy, open space, equitable economic development, and public art and planning.

PROJECT EXPERIENCE

Zone In: Phase 4, City of Long Beach Development Services, Long Beach, CA. Planner. Developed literature review, conducted stakeholder outreach and supported stakeholder interviews, and creation of outreach materials, including an educational toolkit to guide the zoning approach update in two neighborhoods in Long Beach.

San Diego Association of Governments, Kumeyaay Corridor Comprehensive Multimodal Corridor Plan, San Diego, CA. Planner. The Comprehensive Multimodal Corridor Plan (CMCP) is a multimodal transportation planning document that recognizes that transportation needs are based on the complex geographic, demographic, economic, and social characteristics of communities. Coordinated communications with CBO and CPG groups to arrange presentations for the CMCP.

City of Burbank, Golden State Specific Plan, Burbank, CA. Planner. Generated public outreach materials for the Golden State Specific Plan, including two public tours of the specific plan area. Created tour materials including tour questionnaire packets, flyers, and reference documents for tour participants.

General Plan Review, Los Angeles Department of City Planning, Los Angeles, CA. Planner. General Plan review for the Los Angeles Department of City Planning. AECOM is providing strategic support for the update of the City's General Plan. Part of the team developing key considerations for potential revisions. Analyzed General Plan policies and programs and drafted accompanying memos.

Victory Valley Transit Authority, Victor Valley Transit Authority Comprehensive Operations Analysis, Hesperia, CA. Planner. Generated public outreach plan and public outreach materials for comprehensive analysis outreach including fact sheets, boards, and flyers.

LA ARTT, LA Aerial Rapid Transit EIR Public Review, Los Angeles, CA. Planner. Supported public outreach for the Draft EIR for an aerial rapid transit gondola system connecting Union Station and Dodger Stadium. The project intersects with multiple LA neighborhoods with community events designed to be inclusive of English, Spanish, Cantonese, Mandarin, and Taishanese speakers. Prepared public outreach materials, coordinated schedules and logistics for virtual and in-person public meetings.

Los Angeles Department of City Planning, General Plan Review, Los Angeles, CA. Planner. General Plan review for the Los Angeles Department of City Planning. AECOM is providing strategic support for the update of the City's General Plan. Part of the team developing key considerations for potential revisions. Analyzed General Plan policies and programs and drafted accompanying memos.

East LA Moves, Public Matters, LLC., Los Angeles County, CA* Project Manager. East LA Moves, a project in partnership with LA County Public Works focused on supporting active transportation in East LA through a variety of public engagement activities and actions. Managed budgets, invoices, and project timelines for an internship program and public engagement activities. Coordination of a complete street demo in East Los Angeles and logistical support for other outreach events in the community.

** Project experience prior to joining AECOM.*



Mark McVay, AIA, LEED AP, DBIA

ROLE: ARCHITECTURE

Education

MArch2, Harvard University - Graduate School of Design

Bachelor of Architecture (BArch), Architecture, Syracuse University

Certifications

RA: CA

LEED Accredited Professional

DBIA Certification

Mark is a design principal in the Los Angeles office. He has over 30 years of experience leading teams on complex institutional projects for higher education, commercial, and mixed-use projects worldwide. Mark is responsible for creative direction on various sized projects and maintaining effective client relationships in multiple industries.

PROJECT EXPERIENCE

Los Angeles County, General Hospital Reuse Feasibility Study, Los Angeles, CA. Design Principal. AECOM's multi-disciplinary team is conducting an analysis for the reuse of the General Hospital, an historic 19-story, Art Deco building and iconic asset for the County of Los Angeles.

University of Southern California, USC Discovery & Translational Hub/CORE/CUP PM/CM Services, Los Angeles, CA. Design Manager. AECOM is providing project management/construction management for the USC Campus Health Facility under a traditional delivery with a GMP negotiated construction contract. Anticipated construction budget of $428M.

Judicial Council of California, Los Angeles Long Range Planning Study, Los Angeles, CA. Design Principal providing creative direction to the team exploring replacement of existing Criminal and Civic Court house of LA Superior Courts.

City of Thousand Oaks, Civic Arts Plaza Master Plan, Thousand Oaks, CA. Design Principal. Project included planning and design of a new city hall with city manager, building department, planning and zoning as well as sheriff offices, institutional buildings and entertainment related commercial spaces for pre and post theater activities, renovated facades, vertical transportation and circulation to link existing and new civic structures.

City of Pasadena, Pasadena Specific Plans, Pasadena, CA. Lead architect for the development of design standards in medium to high-density districts within central Pasadena. Focus including modulation standards, frontages, and varied roof lines, as well as the creation of medical office design guidelines.

City and County of Honolulu, Neal S. Blaisdell Center Master Plan, Honolulu, HI. Design principal led the design for facility upgrade or redevelopment of the Neal S. Blaisdell Center complex. Design principal providing Phase 3 master planning services, including campus architecture/engineering design phase schematic drawings for five venues at the Blaisdell Center, including a concert hall, performance hall, exhibit area, arena, and sports pavilion.

California State University Long Beach, College of Engineering Feasibility Study, Long Beach, CA. Senior Project Manager / Project Architect. The College of Engineering has experience exponential growth in enrollment and popularity, without expanding its facilities which are all nearly five decades old. The multi-disciplinary AECOM team is evaluating the existing buildings and overall College data and metrics to recommend a process for how the College can build and renovate space to support its long-term vision.

The Wonderful Company, Wonderful Industrial Park - Business Complex Master Plan, Shafter, CA. Design principal leading master planning and visioning. He provided programming and concept design for a mixed-use office and amenity complex for a logistics center.



Elisabet Olle Amat, AICP

ROLE: URBAN DESIGN | ARCHITECTURE

Education
MArch, Urban Design, UCLA

MArch and BArch, Architecture School La Salle, University Ramon Lull

Certifications
AICP, 32879 - 2023

Architect ARB, 079512G, United Kingdom – 2023

Architect COAC, 55507-1, Spain – 2023

Affiliations
American Planning Association

Language Skills
Spanish fluency

Elisabet has been trained as an architect and urban designer, allowing her to cross-pollinate between disciplines and deliver the best solution for every urban environment. She has 13 years of experience as an urban practitioner. Her holistic approach yielded contributions ranging from large-scale master plans for entire cities to districts, neighborhoods, and urban block interventions.

She is experienced in regenerative master plans encompassing mixed-use, commercial, institutional, residential, and leisure development projects for the private sector. In addition, she has worked in Transit Oriented Developments, Airports Master plans, Specific Plans, Vision Plans, Community Plans, and Objective Design and Development Standards for cities and public agencies. Besides that, Elisabet also had the chance to work with local communities and organizations, empowering them to design their own neighborhoods.

She has led the team through planning research and analysis to conceptual urban and master planning design, working with the client and sub-consultants to prepare the initial concepts and diagrams, plan alternatives, and define urban strategies and goals. Her assignments expand from urban design with a primary intention of adding depth and nuance to the design work and helping on the storytelling of the projects; she is well-versed in preparing presentations and all types of documents, as well as presenting and leading charettes and community workshops.

PROJECT EXPERIENCE

City of Burbank, Golden State Specific Plan and High Speed Rail Station Area Plan, Burbank, CA. Deputy Project Manager and Senior Urban Designer for the creation of a new Specific Plan for the 600-acre post-industrial area around the Hollywood-Burbank Airport in anticipation of a new high-speed rail station and new Metrolink station (underway). Key focus areas of the project so far have been evaluating the feasibility of more housing and density in the district, identifying the appropriate jobs-housing balance, and improving access to the Metro and HSR stations and relocated airport terminals.

City of Pasadena, General Plan Implementation and Specific Plan Updates, Pasadena, CA. Senior Urban Designer. Collaborated with the Specific North Lake Specific Plan. Developing the design standards for the low-density MF/MU zone, which included crafting the site planning, massing and façade composition. Each plan will refine land uses, develop new development and design standards and guidelines, and create new public realm policies, standards, and mobility concepts.

SCAG, REAP 1.0 Objective Development Standards Bundle, LA County, CA. Senior Urban Designer. Part of the team crafting the ODS for the city of South Pasadena. The whole project is composed of 16 zoning districts within 4 cities that incorporate objective development standards to promote high-quality design while streamlining the approval process for new housing development.

City of San Jose, SB9 Objective Development Standards, San Jose, CA. Urban design supporting efforts to develop SB9 standards for R1 zones and "SB9 type" standards for R2 zones, including standards to address development in historic districts.

Whittier Narrows Recreation Area Soccer Field Feasibility Study Master Plan, County of Los Angeles, South El Monte, CA. Project Director for a a master plan to study design concepts for improvements to a soccer facility at a regional park, including mobility improvements, urban design, costing, sustainability analysis, and programming.

City of Compton, Transit Oriented Development Specific Plan for Artesia Blue Line Station, Compton, CA. Lead designer in the vision planning, conceptual urban design work, and public outreach to regenerate Artesia Station. The city wanted to keep being an inclusive and empowering community, and our team helped them put together the Specific Plan for the Station, to not only create a new transit village but also completely transform the city's image and become a model of urban regeneration. The plan aimed to go beyond a planning document and create momentum to catalyze the creation of a mixed-use cultural district that leverages Compton's unique heritage.



John Moreno

ROLE: SPANISH OUTREACH, ENVIRONMENTAL ANALYSIS

Education
BA, Urban and Regional Planning, California State University, Northridge, 1993

Language Skills
Spanish fluency

Affiliations
Association of Environmental Professionals

John is an initiative-taking Environmental Planner III with a wealth of experience crafting meticulous environmental compliance documents in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA), catering to a diverse clientele from both p ublic and private sectors. John's primary role at AECOM is to assist with preparing environmental compliance documents and to ensure projects follow CEQA and NEPA requirements, which include initial studies, environmental assessments, negative declarations, EIRs, and statements of overriding considerations. Proficient in various Microsoft Office programs,

PROJECT EXPERIENCE

Santa Clara County, Santa Clara, CA. Providing construction permit support to the County with processing SB 300 Streamline applications from developers. Overseeing the processing of applications to ensure applications are consistent with County guideline, codes and policies. Tracking project status and assigning application reviews to AECOM Planners. Preparing staff reports for Planning Commission project appeals or approval.

Southern California Edison Company, Rosemead, CA. Providing permit compliance support to SCE projects requiring wetlands/waters permitting, including CDFW Streambed Alteration Agreements, RWQCB 401 Certifications, and USACE 404 permits. Responsible for tracking permit conditions and expiration dates and advising SCE technical team on use of programmatic tools and permit compliance issues.

City of Long Beach Planning Department, Long Beach Memorial Medical Center and Miller Children's Hospital, Expansion EIR, Long Beach, CA. Deputy Project Manager for the preparation of an Environmental Impact Report for the expansion of the Long Beach Memorial Medical Center and the Miller Children's and Women's Hospital, tasks included tracking budgets, managing schedules, and consultants authoring various sections of the EIR.

Los Angeles Unified School District, Valley Region High School No. 5 EIR, San Fernando, CA. Project Manager for the preparation of an Environmental Impact Report for construction of a high school within the Los Angeles Unified School District. Project Manager tasks included monitoring consultant progress in preparation of the EIR, tracking budgets, schedules, reviewing consultant deliverables to ensure compliance with District policies, conducting public scoping meetings to collect public input on the project and EIR and conducting on-site mitigation monitoring during all phases of construction.

Los Angeles Unified School District, Valley Region Span School No. 1 EIR, Los Angeles, CA. Project Manager for the preparation of an Environmental Impact Report for construction of a kindergarten through eighth grade school within the Los Angeles Unified School District. Project Manager tasks included monitoring consultant progress in preparation of the EIR, tracking budgets, schedules, reviewing consultant deliverables to ensure compliance with District policies, conducting public scoping meetings to collect public input on the project and EIR and conducting on-site mitigation monitoring during all phases of construction.

Los Angeles Unified School District, Valley Region Elementary School No. 10 EIR, Los Angeles, CA. Manager for the preparation of an Environmental Impact Report for construction of an elementary school within the Los Angeles Unified School District. Project Manager tasks included monitoring consultant progress in preparation of the EIR, tracking budgets, schedules, reviewing consultant deliverables to ensure compliance with District policies, conducting public scoping meetings to collect public input on the project and EIR and conducting on-site mitigation monitoring during all phases of construction.

City of Shafter, Housing Element Update, Shafter, CA. Assisted with the preparation of various sections of the Shafter Housing Element, which included researching existing conditions, demographics, housing constraints, and ensuring compliance with the Affirmatively Furthering Fair Housing Act.



Sean Tapia, AICP, ENV SP

ROLE: GIS / URBAN ANALYTICS LEAD

Education
Master of Urban Planning, University of Kansas

Professional Affiliations
AICP, American Institute of Certified Planners

Environmental Sustainability Professional

As an associate in the Economics + Advisory practice, Sean has led work in communities across the country utilizing a variety of traditional and geospatial analyses to identify key issues and opportunities that ultimately help develop feasible and implementable policies and strategies to address them. He uses new tools and technologies to simplify analyses and discover new approaches to helping clients and communities resolve their real issues. Sean has significant experience identifying economic issues in downtowns and creating strategies to resolve them through detailed analysis and growth strategy planning. Sean has a great passion for equitable planning, climate resilience, geospatial analysis, and community empowerment, which allow him to engage in meaningful work that truly benefits communities and the people/businesses that call them home.

PROJECT EXPERIENCE

City of Los Angeles Economic, Fiscal & Technical Analysis – Growth Strategy, Los Angeles, CA. Project Manager. In early 2022, the City of Los Angeles adopted the 2021-2029 Housing Element, along with two other components as the initial update to the Citywide Growth Strategy, known as the "Framework Element." AECOM's work will include four tasks focusing on five key components: economic development, employment growth, financial impacts, housing need, land use scenario planning (including infrastructure impacts), and database and digital tool development. Work completed for each component will prioritize equity, access to opportunity, market feasibility, fiscal sustainability, environmental resilience, and neighborhood stability. Sean is leading this effort as Project Manager, overseeing all aspects of the project and schedule.

County of Los Angeles Arts and Culture Needs Assessment, Los Angeles, CA. Data Visualization and Urban & Equity Analyst. As an early implementation action of the Countywide Cultural Policy, this Needs Assessment will help the Department of Arts and Culture understand the potential impact of the policy; identify gaps and areas of need of County-funded arts and culture programs and services; increase public accessibility, equity, and inclusion; and inform long-term planning for arts and culture in the region. As part of the larger team, Sean is creating methodologies for identifying inequities within the arts and culture sector, developing maps and other infographics to visualize the findings, and also working with a consultant for the development.

City of Plano Economic and Market Dashboards, Plano, TX. Project Manager. To serve both immediate data needs and long-term planning strategy development, AECOM developed digital dashboards to inform all of Plano's planning initiatives. The digital solution allowed for more flexibility in data visualization to present complex analysis results in a concise manner to offer transparent insights into the City's recent trends and future. The dashboards will be used specifically to assist the planning team in evaluating future development needs and opportunities, track and measure policies and recommendations outlined in the 2021 Comprehensive Plan, and serve as a general resource for staff, elected officials, and the public.

Post Disaster Economic Recovery Plan, County of San Diego, San Diego, CA. Lead GIS Analyst. Analyzed intricate natural hazard data, including COVID-19 cases, from a variety of local and national sources to identify impacted areas through 2050. This analysis was combined with employment and retail data to determine the economic impacts of each disaster across San Diego County. Sean also mapped this information to provide a clear and concise understanding of what areas of the County would be most affected by each disaster individually and



Nak Kim, PE

ROLE: TRAFFIC IMPACT ANALYSIS

Education
BS, Civil Engineering,
Arizona State University,

License
Professional Civil Engineer,
California, 76476

Nak is a senior engineering manager with expertise in traffic and transportation engineering. His experience includes traffic engineering design, operational analyses, traffic impact studies, corridor studies, transportation planning, forecasting, parking studies, pedestrian/bicycle studies, VMT analyses, TMP, and traffic simulation modeling. Nak has a successful record of delivering a variety of traffic and transportation engineering projects for several local municipalities, county and State DOTs, and transit agencies.

PROJECT EXPERIENCE

Golden States District Specific Plan, City of Burbank, Burbank, CA. Senior Traffic Manager. The Golden State District Specific Plan ("GSSP") area occupies about 640-acres to the immediate east and south of Hollywood-Burbank Airport in Burbank, CA. It is bounded by San Fernando Boulevard and the 5-freeway to the north, Empire Avenue to the south, Buena Vista Street to the east, and Hollywood-Burbank Airport to the west. The GSSP area has long been well-served by transportation infrastructure—notably Hollywood-Burbank Airport and the commuter rail stations on the Metrolink Ventura and Antelope Valley line. In the next several years the area is expected to experience addition transportation changes, including the relocation of the existing terminal at Hollywood-Burbank Airport and Burbank's proposed High Speed Rail station. Senior traffic manager responsible for providing Traffic Studies.

California High-Speed Rail Authority (Authority), California High Speed Rail Program Management Support and Project Delivery, San Francisco to Los Angeles, CA. Senior Traffic Manager/Subject Matter Expert responsible for traffic/transportation disciplines of environmental services. The California High-Speed Rail program is a world-class project to connect Californians with frequent train service exceeding 200 MPH. The HSR system will connect the mega-regions of the state, contribute to economic development and a cleaner environment, create jobs, and preserve agricultural and protected lands. When it is completed, trains will run from San Francisco to the Los Angeles basin in under three hours. The HSR system will eventually extend to Sacramento and San Diego, totaling 800 miles with up to 24 stations. The Authority sought a team with proven experience in both large-scale program management and international high-speed rail delivery. The scope of work includes support for strategic advice, business planning, continued development and management assistance for the Authority, and a focus on support for providing the Authority recommendations, technical expertise, advice and implementation of strategic delivery approaches and other strategies.

Los Angeles County Metropolitan Transportation Authority (Metro), I-605/I-5 Project Approval and Environmental Document, Los Angeles County, CA. Principal traffic engineer responsible for providing traffic study and design review. The I-605 Corridor Improvement Project facilitates improvements in freeway operations, safety, mobility, and travel times through a widening of the freeway mainline and improvements to interchanges and confluence areas at I-105, I-5, SR 60, and I-10. The proposed widening of the freeway mainline will accommodate a variety of configurations, which may include the addition of general purpose/mixed-flow lanes, enhancement of high-occupancy vehicle (HOV) lanes, implementation of express lanes, and/or a combination of these configurations. The project traverses through the cities of Baldwin Park, El Monte, City of Industry, Pico Rivera, South El Monte, Whittier, Downey, Norwalk, Santa Fe Springs, and portions of unincorporated Los Angeles County. Additional peripheral improvements are also proposed, which would include the addition of new auxiliary lanes, the reconfiguration of interchanges, and modifications to local arterial streets to enhance freeway access.



Miao Gao, EIT

ROLE: TRAFFIC IMPACT ANALYSIS

Education
Master of Civil Engineering, University of Nebraska at Lincoln

Bachelor of Geographic Inromation System, Wuhan University

Licenses/Registrations
EIT

Professional Affiliations
ITE

Miao Goa is a dynamic and proficient Traffic Project Manager with 14 years of experience in transportation engineering and project management. Adept at leading multidisciplinary teams and delivering innovative solutions to complex transportation challenges.

PROJECT EXPERIENCE

Golden State District Specific Plan, City of Burbank, CA. Traffic Project Manager. Miao led the transportation study for the specific plan of Burbank Golden State District, which contains development of multi-family units, office, service, lodging and industry development. The study includes the CEQA VMT analysis and Non-CEQA operational analysis.

Sepulveda Transit Corridor Project, LA Metro, CA. The Sepulveda Transit Corridor Project is intended to provide a high-capacity rail transit alternative to serve the large and growing travel market and transit needs currently channeled through the Sepulveda Pass and nearby canyon roads between the San Fernando Valley (Valley) and the Westside of Los Angeles. Miao led the transportation study for the six alternatives of Sepulveda Transit Corridor Study from Metro, including traffic forecast, traffic rerouting, operational analysis and modeling.

The Old Road Over Santa Clara River Bridge Project, LA County Public Works, CA. Traffic Project Manager. Miao led traffic impact analysis and traffic forecasting using the 2020 SCAG ABM travel demand model for the Old Road Over Santa Clara River and SPT Co. Bridge Project, Sacramento, CA. Responsibilities included travel demand modeling, traffic volume forecast, operational analysis, VMT measurements, queue analysis, and preparation of comprehensive reports and documentation.

Arcade and Katherine Johnson Middle Schools Relocation Project, San Juan Unified School District, Sacramento, CA. Traffic Project Manager. Miao led comprehensive traffic impact studies for Arcade and Katherine Johnson Middle Schools, Sacramento, CA. Responsibilities encompassed operational analysis, VMT measurements, parking estimation, queue analysis, site access and circulation evaluation, and sight distance analysis, ensuring safe and efficient transportation solutions for educational institutions.

SBCTA & Caltrans District 8, U5-395 Freight and Mobility Project San Bernardino, CA. Traffic Project Manager. Miao utilized the 2020 SCAG ABM travel demand model to conduct traffic forecasting for the U3-395 Phase 2 widening project, Victorville, CA, including travel demand modeling, traffic volume forecast, and meticulous report preparation, contributing to the successful planning and execution of the project.

City of Montclair, Central Avenue/UPRR Bridge Study Montclair, CA. Lead Traffic Engineer. Conducted a review of existing traffic volumes, forecasted future traffic volumes, and assessed the number and width of needed travel lanes along with bike/ped facility needs. Served as the lead traffic engineer for the team that conducted the traffic operations analysis and forecasted future traffic volume based on the San Bernardino Transportation
Analysis Model (SBTAM).

Modeling On-Call Support, City of Daly City, CA.* Traffic Engineer/Project Manager Miao managed the Daly City On-Call Modeling Support Service for Business Developments. Duties include the city model maintenance and updates, evaluation traffic impacts of new developments with the city model and coordination with City engineers and developers.

** Project experience prior to joining AECOM.*



Chris Kaiser

ROLE: ENVIRONMENTAL REVIEW ANALYSIS - NOISE / VIBRATION

Education
BA, Acoustics, Columbia College Chicago

Professional Affiliations
Institute of Noise Control Engineering

Association of Environmental Professionals

Acoustical Society of America

Chris is an accomplished acoustician and noise analyst with a strong foundation in environmental and architectural acoustics. His extensive experience spans a wide range of acoustics and noise control projects throughout North America, including leading ambient noise field surveys for natural gas pipelines in Alaska and performing advanced predictive noise modeling for proposed energy generation facilities in Panama.

Chris specializes in conducting CEQA/NEPA analyses and complex predictive noise modeling, leveraging tools such as the Traffic Noise Model (TNM) and Computer-Aided Noise Abatement (CadnaA). He has been instrumental in preparing program environmental impact reports across San Diego, Los Angeles, and Imperial counties. His expertise also includes predictive noise modeling for surface transportation using FHWA TNM and for oil, gas, and power projects using CadnaA, with a particular emphasis on CEQA/NEPA noise analysis.

PROJECT EXPERIENCE

City of San Diego, Old Town Community Plan Update, San Diego, CA. Acoustics and noise control specialist conducted a CEQA noise analysis, led the field survey effort, vehicle traffic and rail noise modeling, and prepared noise technical report and environmental impact report noise section for the City of San Diego's community plan update for the Old Town community plan area.

City and County of San Francisco, 10 South Van Ness Avenue Mixed-Use Project, San Francisco, CA. Acoustics and noise control specialist provided a technical quality review of the initial study noise and vibration analysis and section content for adequacy and consistency with CEQA and City of San Francisco noise and vibration standards. The project proposed the construction of two 400-foot-tall residential buildings with ground-floor retail spaces and basement parking.

LA Metro, Gold Line Extension Supplemental Environmental Impact Reports, Los Angeles County, CA. Acoustics and noise control specialist prepared the noise sections for a supplemental environmental impact report for the light rail transit project using technical memorandum findings for varying parking structure types under consideration for project operation.

Santa Clara County, Environmental PSA 2020-2025 - Z-Best Compost Facility Recirculated Environmental Impact Report, San José, CA. Noise control analyst provided oversight on noise prediction modeling and technical report for a municipal solid waste composting facility expansion to allow for 3,500 tons per day operations. Prediction modeling included 3D prediction modeling of an array of shredders, screeners, conveyors, and other support equipment and vehicles.

East Bay Asian Local Development Corporation, Oakland Affordable Housing Project - Environmental Assessment, Oakland, CA. Acoustics and noise control specialist conducted noise analysis for the HUD National Environmental Policy Act environmental assessment and California Environmental Quality Act categorical exemption for a proposed affordable housing project in Oakland. The U.S. Department of Housing and Urban Development (HUD) was the NEPA lead agency, and the City of Oakland was the CEQA lead agency. The project applicant, the EBALDC, proposed redeveloping an industrial site with an eight-story, mixed-use (childcare, office, and affordable multi-family) development.

University of California - San Diego, 2018 Long Range Development Plan - Environmental Impact Report, San Diego, CA. Noise modeling lead conducted noise analysis for the University of California San Diego's Long Range Development Plan, including leading field survey effort, traffic noise modeling, and assistance in preparing the noise technical report and environmental impact report noise section.

City of Glendale, Community Plan Noise Report, Glendale, CA. Noise task co-lead conducted noise analysis, including leading field survey effort, traffic noise modeling, and rail noise modeling, and prepared noise technical report in support of an EIR noise section for the City of Glendale's community plan for the South Glendale community plan area.

City of San Diego, Midway-Pacific Highway Community Plan Update, San Diego, CA. Noise task lead conducted noise analysis, including leading field survey effort, traffic noise modeling, and rail noise modeling, and prepared a noise technical report and an environmental impact report noise section for the City of San Diego's community plan update for the Midway-Pacific Highway community plan area.



Rachel Leete

ROLE: GIS / URBAN ANALYTICS

Education
BS, Environmental Studies,
University of Central Florida

Rachel Leete is a recent graduate, having received her degree in Environmental Studies from the University of Central Florida in 2022.Rachel has one year of interning experience as a GIS Analyst and has been working as a GIS Specialist I for AECOM since August 2022. Rachel has experience with spatial modeling/analysis, map creation, data management, and field data collection. Rachel also has experience using ArcMap, ArcGIS Pro, ArcGIS Online, Field Maps, Survey123, and Google Earth Pro. At AECOM She has supported a variety of projects including biological and cultural field data collection, existing conditions assessments, and noise assessments.

PROJECT EXPERIENCE

Long Beach Wrigley-Southern Corridor Zoning Update, Existing Conditions Analysis, Long Beach, CA. Rachel supported this project by providing a series of figures documenting the existing conditions in the Wrigley- Southern Corridor in Long Beach, CA. Existing conditions covered by the figures included median income, parcel size, building height, assessed value, land use, etc.

Greater Bixby Knolls Zoning Update, Existing Conditions Analysis, Long Beach, CA. Rachel supported this project by providing a series of figures documenting the existing conditions in the Bixby Knolls area of Long Beach, CA. Existing conditions covered by the figures included existing zoning, parcel size, building age, assessed value, distance to pavement, etc.

San Diego Gas & Electric, Sunrise Powerlink Project Restoration Services and Weed Control Plan Implementation, San Diego County, CA. Rachel is supporting the GIS needs of this ongoing project by providing resources for field surveys, data deliverables, and progress reports, including data management and creating online field maps and report figures.

San Diego County Water Authority, San Vicente Energy Storage Facility Project. Rachel is assisting this project with many ongoing field data collection efforts. Ms. Leete has created project footprints and survey areas to assist with survey scheduling and cost estimates. Rachel has also created resources for field data collection including web maps and printed figures, as well as organizing and processing incoming data.

California Department of Transportation, Broadband Middle Mile Network. Rachel has supported this project in several ways including creating maps for field data collection and processing and polishing data for delivery to the client. Rachel has also assisted by acquiring relevant GIS data and using spatial analysis to identify project constraints.

Los Angeles County Department of Public Works, Engineering Design & Support 2022-2027 - Little Tujunga Road Bridge Replacement, Los Angeles, CA. GIS specialist managed, analyzed, and visualized geographic data using specialized software tools to support the Little Tujunga Canyon Road over Pacoima Creek bridge replacement project. These services were carried out within the framework of a multi-year task order contract.

San Diego Gas & Electric Company, Sunrise Powerlink Restoration, San Diego, California. GIS specialist managed, analyzed, and visualized geographic data using specialized software tools to support mitigation efforts for temporary impacts to sensitive vegetation communities and permanent impacts to special status plants, sensitive wildlife habitats, and wetlands and waters associated with a high-voltage power transmission line project.

San Diego Gas & Electric Company, Environmental Services MSA 2021-2026 - Cleveland National Forest Powerline Replacement Post Construction Phase, San Diego, CA. GIS specialist managed, analyzed, and visualized geographic data using specialized software tools to support restoration services during the post-construction phase of the Cleveland National Forest power line replacement project. These services were carried out within the framework of a multi-year task order contract.

San Bernardino Valley Water Conservation District, Mill Creek Groundwater Recharge Facility Operations & Maintenance Permitting, San Bernardino, CA. GIS specialist managed, analyzed, and visualized geographic data using specialized software tools to support operations and maintenance permitting at the Mill Creek Groundwater Recharge Facility.

Approach and Work Plan

4

Approach and Work Plan

Task 1 Kickoff & Management

Task 1.1 Project Initiation & Kick-off

AECOM will lead a project kickoff with City staff and up to (3) three AECOM staff to establish a strong working relationship based on a shared understanding of the project's needs. As part of this project, AECOM will work with the City and GCCOG to identify appropriate metrics to allow reporting on the project's progress toward achieving the REAP 2.0 objectives.

- Project goals and objectives
- Project metrics
- Work plan
- Schedule and early milestones
- Scheduling of recurring meetings
- Data collection
- Consistency with ongoing implementation efforts and work products
- Communication protocols and outreach coordination
- Deliverables formatting, submittal, and review
- Tracking, reporting, and invoicing procedures

After the meeting, AECOM will provide meeting notes with a list of follow-up action items and added data requests if needed.

Task 1.2 Project Management

This task assumes time for the monitoring of project schedule and staffing by the project management team for the duration of the 10-month process. AECOM will facilitate virtual biweekly up to one-hour long meetings with the City team to discuss work effort, schedule adherence, emerging issues, and engagement activities. We assume two (2) biweeklies per month for ten (10) months, for up to 20 meetings.

AECOM's PM will provide consistent project management across the life of the project including coordination with and reporting to GCCOG and South Gate PMs, including:

- Recurring PM check-in meetings
- Monthly invoicing and status reports consistent with SCAG requirements
- Schedule management
- Scheduling and agendas for all relevant meetings
- Provision of all deliverables
- Quality assurance and quality control measures for all deliverables

Task 1 Deliverables

- Kickoff deck and notes (PPT/PDF)
- Up to 20 biweekly agendas, meetings, and notes (PDF)

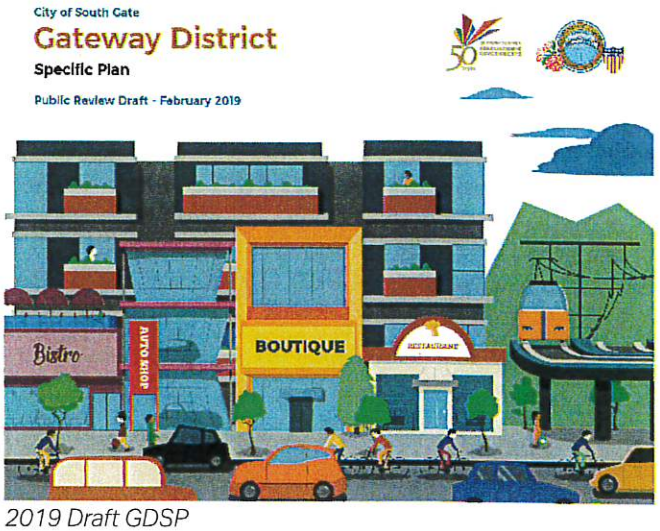
Task 2 Existing Conditions

Task 2.1 Data Review

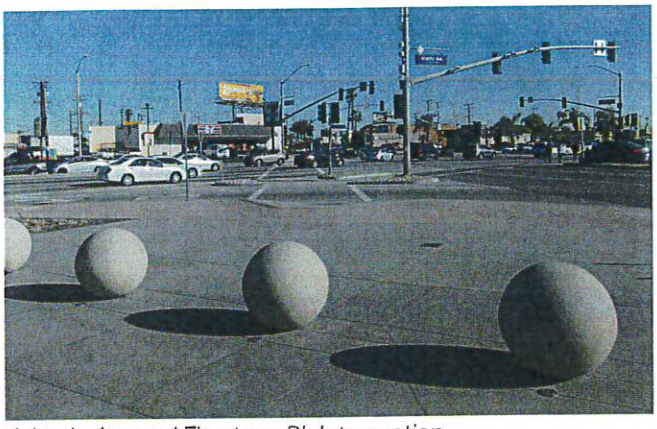
AECOM will work with City staff, and others as appropriate, to collect existing conditions data, including but not limited to information related to land uses and key areas of redevelopment; transportation, mobility, and connectivity; infrastructure needs and capacity; open space; historic resources; demographics; and other ongoing or planned improvements that may affect project context. Specifically, the AECOM team will review the existing Draft GDSP, Draft GDSP environmental documents, Draft GDSP technical reports, relevant City planning documents, and Metro's refined plans to build on past planning efforts and update the final plan with refinements, current conditions, and necessary updates for goals, policies, or other conditions that may have changed since 2019.

Task 2.2 Site Reconnaissance

Up to three (3) AECOM team members will attend an up to four (4)-hour-long site visit with City staff to get acquainted with the site, validate mapping, and take photographs. This will



2019 Draft GDSP



Atlantic Ave and Firestone BL Intersection

confirm our physical understanding of the site and context. AECOM will use the site visit observations to inform the remaining work and any added data that may not have been identified in the data collection. Photos taken at the site visit may be used in the final Specific Plan if helpful.

Task 2.3 All Issues Meeting

Up to three (3) AECOM team members will facilitate an up to one (1)-hour-long virtual meeting with the City current planning staff to discuss recent projects in the area, zoning issues that may be contributing to the lack of housing development, or code issues to be addressed as part of the Specific Plan. This in-depth discussion will allow for the everyday application of knowledge of the City's current planning staff to assess the facets of existing code and process that work well or result in challenges for achieving desired development and investment. AECOM has found that these "all-issues" meetings at the beginning of the planning process are critical in informing opportunities for standards development and may inform subsequent stakeholder conversations, as well. AECOM will prepare a PPT presentation to facilitate the meeting and summarize the meeting discussion in notes.

Task 2.4 Existing Conditions Mapping and Findings

The AECOM team will take information gathered during the above tasks and summarize key maps and findings in an online map set with recommendations on what text and graphics will need to be revised in the Specific Plan.

Task 2 Deliverables

- Data request memo (Email)
- Tour and base map (PDF), up to 3 AECOM team members
- All issues presentation (PPT), facilitation, and notes (PDF), up to 3 AECOM team members
- Online existing conditions maps and findings (Word/PDF)

Task 3. Community Engagement

Task 3.1 Community Engagement Plan

Thoughtful engagement with the public and community groups will inform the project to capture refinements needed to the plan to achieve adoption. As the City takes the next steps to align plans, fundamental support from the community is key in supporting quality, long-term investment in the community.

Equitable and inclusive outreach for Disadvantaged and Historically Underserved Communities is critical for South Gate. The AECOM team includes Spanish-speaking community engagement specialists committed to conducting transparent, inclusive, and interactive outreach and producing meaningful input for technical work. We stress a flexible and multi-faceted approach that introduces diverse perspectives to stages of the planning process and demonstrates a clear link between input and outcomes. Our proposal assumes translation of outreach materials into Spanish and attendance of two (2) Spanish-speaking outreach specialists at events. We use targeted strategies, including leveraging existing meetings, outreach to community organizations, in-person data gathering, easy-to-understand materials and presentations, and interactive exercises that express planning concepts in everyday terms.

The AECOM Team includes Spanish-speaking community engagement specialists committed to conducting transparent, inclusive, and interactive outreach and producing meaningful input for technical work. We stress a flexible and multi-faceted approach that introduces diverse perspectives to stages of the planning process and demonstrates a clear link between input and outcomes. Our proposal assumes

We appreciate the AECOM outreach team's outstanding work to plan and facilitate a series of virtual and in-person public meetings. Their extraordinary expertise and attention to detail helped to ensure a successful outcome for our highly complex project. Each member of the outreach team provided excellent services; they are truly the best in the business. We look forward to working with them again in the future."

Beth Gordie, Latham & Watkins

translation of outreach materials into Spanish and attendance of two Spanish-speaking outreach specialists at events.

We use targeted strategies, including leveraging existing meetings, outreach to community organizations, in-person data gathering, and easy-to-understand materials and presentations, and interactive exercises that express planning concepts in everyday terms.

Our outreach specialists and project leaders understand the importance of providing effective public presentations, including an awareness of the audience and their level of technical skills, identifying the presentation's purpose, and aligning content to achieve the goal set out for the meeting. The outreach plan will further detail our team's approach to building effective presentations for stakeholder discussions, workshops, and study sessions/briefings, including how and why they will be approached differently according to audience and purpose.

AECOM will prepare an outreach strategy that establishes overall goals, messaging themes, meeting and community event schedules and formats, identifies stakeholders, outlines content for input activities, and describes staffing and notification responsibilities. We will maintain the strategy as a flexible, working document with periodic reviews of goals and results to refine outreach approaches for strong results; however, the plan will generally follow the tasks and assumptions recommended in Task 3.2 below. Should the PMT anticipate other engagement approaches not identified in Task 3.2, the AECOM team is open to establishing the best approach for the project's engagement plan, subject to scope amendment if needed.

The 2015 GDSP Public Involvement Plan will be reviewed for reference to inform the engagement plan. The AECOM team also welcomes early input from the City team on what methods have worked well or not for the community.

Following the delivery of the draft engagement plan, AECOM will facilitate a staff working session to review and refine the plan into a final version. The session will be a virtual up to one (1)-hour long meeting for AECOM staff to walk the PMT through the draft engagement plan, seek feedback along the way, and talk through questions, concerns, and iron out implementation details to be documented in the plan. No presentation will be prepared for the working session, as the focus will be to review the draft plan itself, but AECOM will provide meeting notes to document what was discussed.

We assume continued use of the existing GDSP City webpage and project styles and branding.

Task 3.2 Engagement Plan Implementation

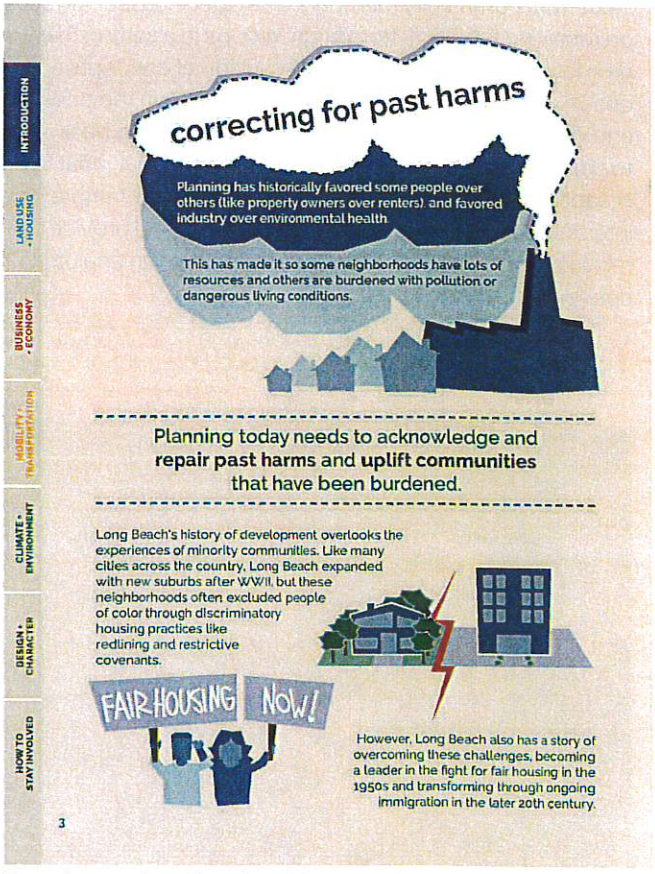
Stakeholder Meetings

Early stakeholder engagement is essential for understanding plan area issues and opportunities, building support for an updated vision and supporting standards, and refining additional outreach efforts. We understand that engaging the previous Steering Committee members is desired, if feasible.

The AECOM team will facilitate up to ten (10) virtual stakeholder meetings, create a PPT presentation with relevant project information and key discussion points. The PPT will be used to get the stakeholders up to speed on project changes since the Draft GDSP in 2019, and to collect new community input, inform project outreach efforts, and inform the planning document updates.

We have found that organizing these meetings in small group formats around common interests is effective; for example, a meeting with Metro staff, a meeting with former Steering Committee members, a meeting with local businesses and organizations, a meeting with local developers, etc.

AECOM will identify stakeholders in collaboration with City staff, create meeting PPT presentations/agendas, identify discussion topics, send invitations, manage meeting logistics, and moderate the discussions. For budgeting purposes, these meetings are assumed to be virtual.



Page from educational toolkit created for Long Beach.

Digital Communications

AECOM will support City staff by developing communication content for posting on the City website and sending emails. Content will be designed to be simple, easy to understand, and promote awareness, attendance at events, and feedback on materials. Digital content to be developed will include:

- Project information for the City project webpage
- Project update content for webpage, email, and social media at key milestones such as promoting open houses, pop-ups, and decision-maker meetings

AECOM assumes City staff will be responsible for updating the City's webpage and distributing eblasts with content provided by AECOM. Time and materials are not included for the development of a separate website or social media account. If social media support is needed, it can be provided for an additional fee. Content prepared will be provided in English and Spanish. The amount of content updates assumes that some sets will include information on community meetings and study sessions/briefings in the same communication.

Our budget assumes an initial round of project information and up to three (3) rounds of updates.

Open Houses

Open houses are a forum to share information and obtain input from community members. The open houses will focus on receiving feedback from larger groups in a setting that promotes information sharing, discussion of concepts and community concerns, fostering transparency in the policy and implementation process, and communicating back to participants what we heard and confirming that input is captured before moving forward. Meetings will feature interactive elements to engage participants and provide relevant, timely feedback for developing the plan and urban design framework.

We often recommend meetings be in an in-person open-house format, without a formal presentation, as more meaningful and organic conversations typically occur when discussions are not held at the podium. The materials will be visually engaging with interactive stations so the public can learn how various factors influence successful development standards, including the community's needs. Mapped and summary information developed through technical tasks will be incorporated as relevant.

We anticipate that the first open house will be focused on introducing the project, sharing the results of existing conditions findings, and gathering early input from the community. The second open house will focus on sharing the draft planning document with the community to solicit feedback before sharing it with the Planning Commission and City Council.

Up to four (4) AECOM staff will attend, including up to two (2) Spanish-speaking team members. We assume that around 2-3 City staff will be available to participate in open houses to represent the City, staff stations, and talk with attendees. We have found that open houses generally will have around 4-5 stations, with a team member positioned at each, and a couple of staff members available to walk around and help to answer questions.

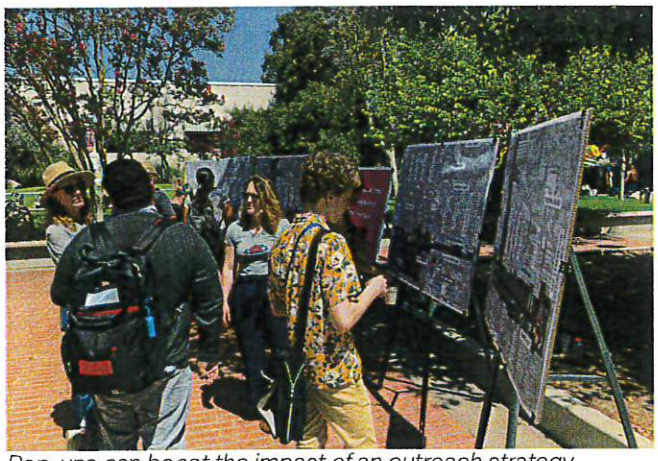
Materials will include sign-in sheets, a comment form, a 1-2 page project fact sheet, and station boards. This scope assumes that the City staff will coordinate identifying locations for open houses, sending invites, and providing refreshments. AECOM will provide easels for boards, pens, Post-its, etc., for community use at events and will photograph events.

Pop-Ups

We recommend hosting pop-up events to connect with community members in familiar and welcoming environments. Pop-ups offer a great chance to share project details in a casual and approachable way. This method encourages natural conversations and provides immediate feedback, helping our team understand public opinions and address



Open houses allow for organic, meaningful conversations.



Pop-ups can boost the impact of an outreach strategy.

concerns directly. Additionally, the relaxed setting of these events can simplify complex project aspects, making information more understandable for a wider audience.

Additionally, leveraging the social and communal nature of pop-up events can boost the impact of the outreach strategy. These events often attract diverse groups, including families, local leaders, and other stakeholders, creating a small-scale reflection of the community. Furthermore, the visibility of outreach at popular events can increase awareness and promote ongoing dialogue beyond the event. By embedding outreach into community activities, we can foster a sense of inclusion and teamwork, paving the way for meaningful engagement and support.

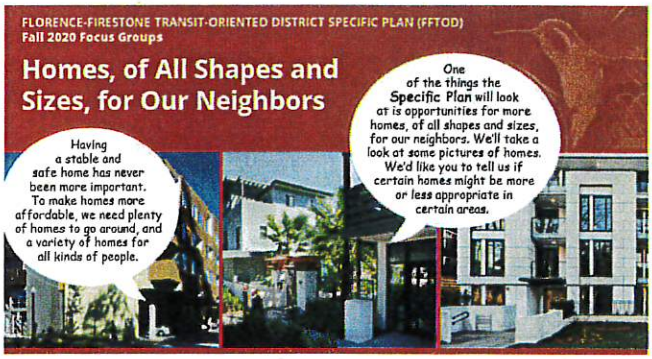
The focus of materials at pop-ups will align with the open houses. This scope assumes that materials created for the open houses can be repurposed for use at the pop-ups. Up to two (2) AECOM team members will attend pop-ups. We assume that at least one (1) City staff member will be available to participate in pop-ups to represent the City.

Materials will include a notification sign-up sheet, a comment form, a 1-2 page project fact sheet, and a few key project boards created for the open houses. This scope assumes that the City staff will coordinate identifying locations for pop-ups, sending invites, and providing refreshments. AECOM will provide easels for boards, pens, Post-its, etc., for community use at events and will photograph events.

Decision-Maker Meetings

The AECOM team will attend Planning Commission and City Council meetings to guide the project at its key decision points. The purpose of these touchpoints will be to brief decision makers and get direction. We assume City staff will coordinate scheduling and posting meeting materials. The scope and budget include coordination hours, event attendance, and facilitation. This scope assumes up to two (2) meetings each of the Planning Commission and City Council (attendance is assumed to be in person, but can be virtual). This proposal assumes that City staff will draft staff reports.

We anticipate the decision-maker meetings to follow the first and second round of open houses and pop-ups. The team will prepare a presentation to share the same information as the open houses and pop-ups, and will include a summary of what the team heard at those events.



Outreach material developed for Florence-Firestone using straightforward, simple language to communicate ideas (also translated into Spanish).

Task 3 Deliverables

- Engagement Plan (Word)
- One (1) Draft engagement plan working session, facilitation, and notes (PDF)
- One (1) Initial webpage/eblast copy with up to three (3) updates (Word)
- Up to ten (10) stakeholder calls and presentation/agenda (PPT), facilitation, and summary (Word)
- One (1) project fact sheet (Word or INDD)
- Up to two (2) open houses and materials (Boards, sign-in sheet, comment form in PDF/Printed)
- Up to two (2) pop-ups and materials (Boards, sign-in sheet, comment form in PDF/Printed)
- Up to two (2) Planning Commission meetings presentation/agenda (PPT), attendance, and notes (PDF)
- Up to two (2) City Council meetings presentation/agenda (PPT), attendance, and notes (PDF)

Task 4. Environmental Review

4.1 CEQA Addendum

Since the previously prepared CEQA document for the Draft GDSP was a Negative Declaration (ND), based on the information provided in the RFP, it is assumed that the appropriate level of environmental document would be an Addendum to the ND. This assumes that the proposed project changes do not:

- Result in significant new environmental impacts,
- Substantially increase any previously identified impacts, and
- Require new mitigation measures.

AECOM would review the previously prepared ND and document the proposed changes to assess whether the proposed updates to the GDSP require a new environmental document or qualify for an Addendum to the previously adopted ND, pursuant to CEQA Guidelines §15164. This review would inform our development of an updated project description and project mapping, in coordination with City staff. The updated project description would act as the foundation for all technical analysis required for CEQA compliance.

Based on the newly established project description, our team will perform analysis of all sections and topical areas of the previously prepared ND to ensure that the project updates do not change the conclusions that were documented. However, our analysis will be focused on the areas with the most potential for new or expanded levels of impact.

The focus areas would include land use and zoning compatibility, transportation and vehicle miles traveled (VMT), air quality and greenhouse gas emissions, noise, public services and utilities, hazards and hazardous materials, biological and cultural resources. These focus areas will be documented in standalone technical memoranda as appendices to the Addendum. Other areas where it's expected that no new significant impacts or adverse effects will occur shall be summarized in the Addendum. If our analysis concludes that an Addendum is not the appropriate level of documentation, we will inform City staff immediately to assess and determine the best course of action.

The CEQA Addendum memorandum prepared by AECOM will incorporate and summarize the results of our analysis, utilizing the CEQA Guidelines and Checklist. The Addendum will clearly document the changes in project scope, design, affected environment, impacts, mitigation, or applicable requirements and the reasons for, or circumstances causing the proposed changes and why those changes would not result in new or substantially more severe impacts under CEQA. AECOM will prepare a Notice of Determination (NOD) for filing with the County Clerk and State Clearinghouse on behalf of the City.

Task 4 Deliverables

- Updated Project Description (Word)
- Revised project limit mapping (GIS Shapefiles)
- Technical Memoranda (Word/ PDF)
- Addendum (Word/PDF)
- Notice of Determination (Word/PDF)

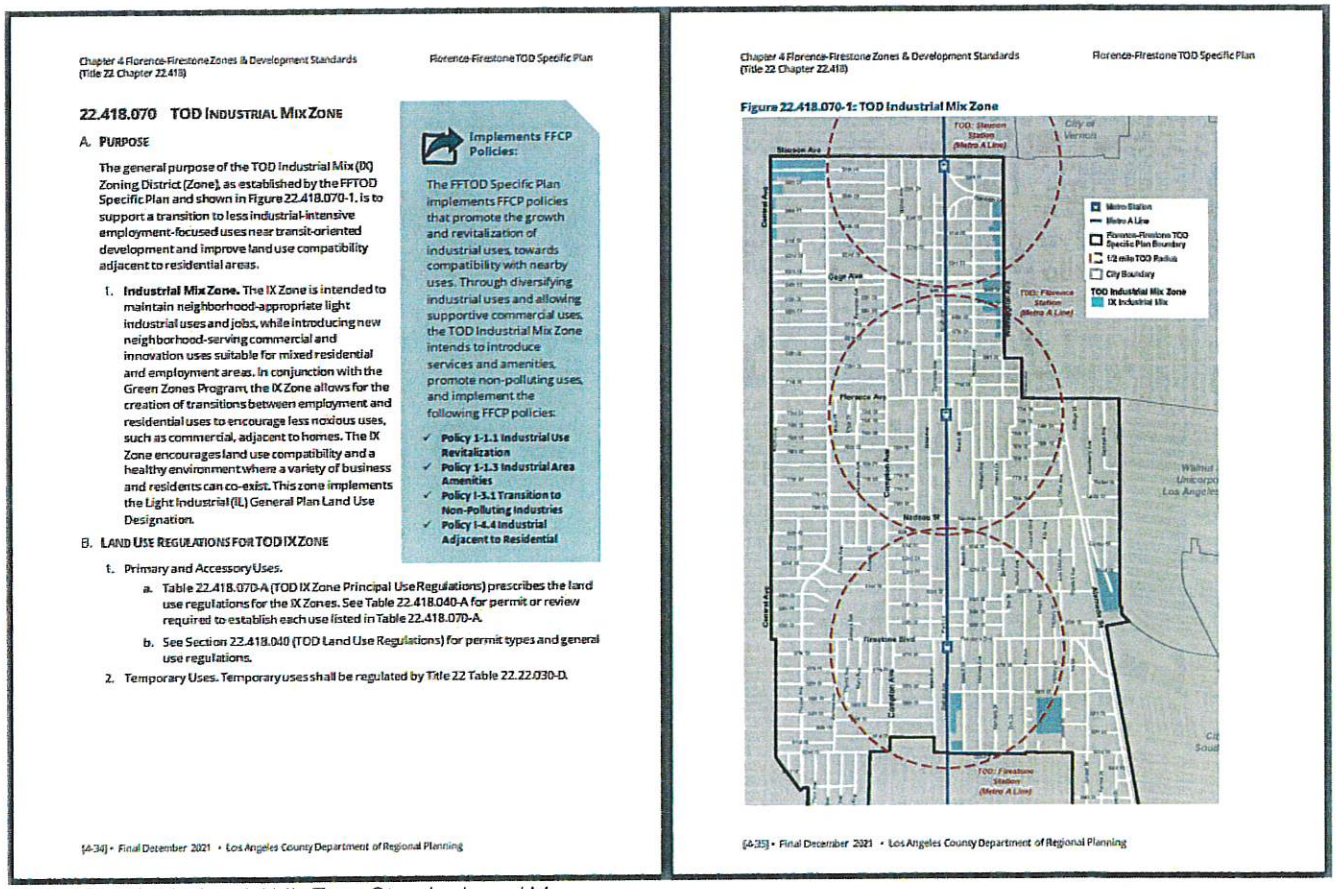
Task 5. Planning Document

Task 5.1 Regulatory Framework Evaluation

We understand that the City would like to explore different options for implementing the Gateway District vision, including refining the Draft Specific Plan, updating to an Area Plan format, or use an overlay or other zoning tool. In Task 5.1 AECOM will work with the City to evaluate the suitability of each option, weighing important factors such as ease of implementation, staff time needed to review future projects, and whether an option will achieve the City's desired design outcome. We will assess the administrative processes associated with each option, identify potential regulatory and procedural challenges, and evaluate their adaptability to Metro's evolving Light Rail Transit (LRT) station plans. This effort will guide the selection of the most suitable planning framework for the City of South Gate. AECOM will create a summary of pros and cons associated with each option to use as a basis for the City's final decision.

Task 5.2 Plan Outline and Draft Vision and Policies

Following a decision by staff on which type of plan the City wishes to pursue, AECOM will develop an outline based on the structure of the future document. The outline will include types of policies, development and design standards, and



Chapter 4 Florence-Firestone Zones & Development Standards (Title 22 Chapter 22.418) — Florence-Firestone TOD Specific Plan

22.418.070 TOD INDUSTRIAL MIX ZONE

A. PURPOSE

The general purpose of the TOD Industrial Mix (IX) Zoning District (Zone), as established by the FFTOD Specific Plan and shown in Figure 22.418.070-1, is to support a transition to less industrial-intensive employment-focused uses near transit-oriented development and improve land use compatibility adjacent to residential areas.

1. **Industrial Mix Zone.** The IX Zone is intended to maintain neighborhood-appropriate light industrial uses and jobs, while introducing new neighborhood-serving commercial and innovation uses suitable for mixed residential and employment areas. In conjunction with the Green Zones Program, the IX Zone allows for the creation of transitions between employment and residential uses to encourage less noxious uses, such as commercial, adjacent to homes. The IX Zone encourages land use compatibility and a healthy environment where a variety of business and residents can co-exist. This zone implements the Light Industrial (IL) General Plan Land Use Designation.

B. LAND USE REGULATIONS FOR TOD IX ZONE

1. Primary and Accessory Uses.
   a. Table 22.418.070-A (TOD IX Zone Principal Use Regulations) prescribes the land use regulations for the IX Zones. See Table 22.418.040-A for permit or review required to establish each use listed in Table 22.418.070-A.
   b. See Section 22.418.040 (TOD Land Use Regulations) for permit types and general use regulations.
2. Temporary Uses. Temporary uses shall be regulated by Title 22 Table 22.22.030-D.

Implements FFCP Policies:

The FFTOD Specific Plan implements FFCP policies that promote the growth and revitalization of industrial uses, towards compatibility with nearby uses. Through diversifying industrial uses and allowing supportive commercial uses, the TOD Industrial Mix Zone intends to introduce services and amenities, promote non-polluting uses, and implement the following FFCP policies:

- ✓ **Policy 1-1.1 Industrial Use Revitalization**
- ✓ **Policy 1-1.3 Industrial Area Amenities**
- ✓ **Policy 1-3.1 Transition to Non-Polluting Industries**
- ✓ **Policy 1-4.4 Industrial Adjacent to Residential**

[4-34] • Final December 2021 • Los Angeles County Department of Regional Planning

Chapter 4 Florence-Firestone Zones & Development Standards (Title 22 Chapter 22.418) — Florence-Firestone TOD Specific Plan

Figure 22.418.070-1: TOD Industrial Mix Zone

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FFTODSP TOD Industrial Mix Zone Standards and Map

implementation programs so that AECOM and the City have a clear roadmap of what the plan will include.

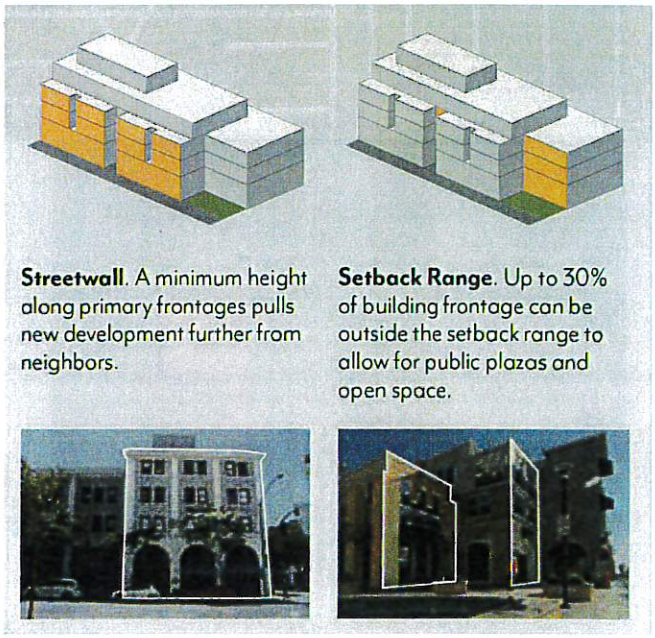
Based on Metro's refinements, such as the transition to at-grade tracks and the inclusion of subterranean parking, and the findings of the best practices review, the team will identify revisions and additions needed to the Draft GDSP, or similar document, based on today's physical and regulatory conditions. This review and its findings will inform clear and enforceable supplemental regulations for the TV zone, as well as the handful of parcels/areas zoned Industrial Flex (IF), Urban Neighborhood (UN), and Open Space (OS). We will also review existing figures in the draft GDSP to identify where updates will be needed. We anticipate the need to update graphics that refer to the former Metro elevated station design and related indicators and notes to reflect the new at-grade station and subterranean parking access.

The above work will also be informed by new conditions and input gathered from the community engagement activities.

For budgeting purposes, we have assumed that the general District Vision and goals from the 2019 GDSP will be largely the same with minimal revisions.

Task 5.3 Admin Draft Specific Plan

Once the outline, vision, and policies are completed in Task 5.2, AECOM will develop an Administrative Draft Specific Plan or similar document. AECOM understands how to create Specific Plans or similar documents that are concise, graphically-rich, well-integrated, and user-friendly for staff, property owners, and decision-makers. We understand that it is critical for policies and standards to comply with State requirements for objectivity and to be clear and easy for developers to understand.



Graphic materials developed for Pasadena to illustrate objective design standards.

We have assumed the new document will include the same topics as those covered in Chapters 1-8 of the existing Draft Specific Plan (or topics may be reduced if desired by the City). These topics include:

- Vision and Goals
- Land Use and Zoning
- Transit and Mobility
- Development Standards
- Public Realm Design
- Utilities and Public Facilities
- Implementation Strategies and Financing

Even if a Specific Plan isn't pursued, we understand that many of the graphics may get integrated into the revised plan. We have assumed time for minor revisions for up to 15 graphics as needed using the raw files. (Not that we have confirmed that the raw files still exist in AECOM's project files).

The Administrative Draft Specific Plan is a key feedback loop. It will be timed to suit City staff availability across the multiple relevant departments, to allow the City's identified staff to review, comment, and synthesize feedback on the draft content. This is the key time for the City to collaborate across departments and consult with AECOM to identify solutions that fit the plan area. This scope assumes one set of consolidated City comments.

While we anticipate revisions due to LA Metro updates, shifting existing conditions from 2019 to 2025, the new Housing Element, or other City policies which may impact many sections of the Plan, the proposed budget does not assume a shift in the overall vision and approach from the Draft Plan. AECOM will work closely with the City to determine what changes can be made within the project budget.

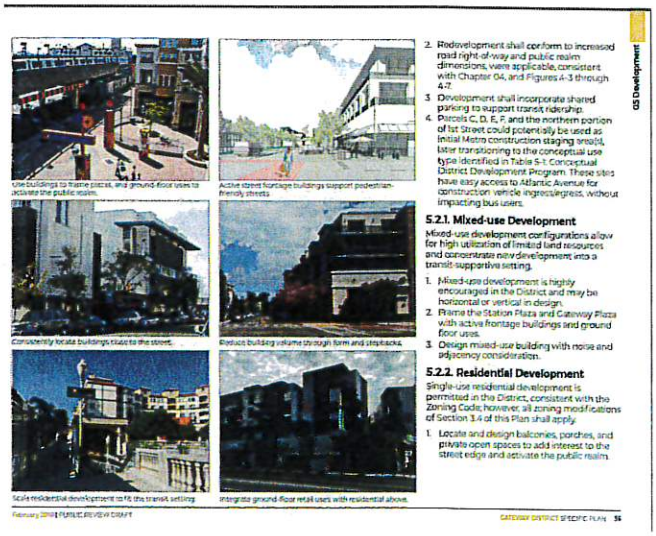


Photo examples used to illustrate development types in the Draft GDSP.

We have assumed some minor updates to the mobility approach may be needed, but the budget has not assumed new mobility or utility infrastructure analysis beyond what is required for the CEQA documentation. An updated market analysis can be performed for an additional fee, but was not included in the proposed budget.

Task 5.4 Consistency and Compliance

The updated planning document will be checked for consistency with the City's Housing Element. A compliance matrix will be developed to cross-reference new regulations with relevant sections of existing policy documents, providing a clear framework for alignment. Collaboration with the City's legal and planning departments will help identify and address any discrepancies or overlaps.

Task 5.5 Public Review Draft Specific Plan

Once the City review is completed in Task 5.3 and consistency with the Housing Element is confirmed in Task 5.4, the Public Review Draft Specific Plan will be prepared, along with an implementation plan and timeline document. Revisions required from the prior tasks will be incorporated into the Public Review Draft before release.

Task 5 Deliverables

- Regulatory Approach Pros/Cons Summary (PDF)
- Plan Outline (PDF)
- Plan Vision and Policies (if revisions are needed) (PDF)
- Admin draft planning document (PDF)
- Draft planning document (PDF)
- Implementation plan and timeline (PDF)

Task 6. Adoption & Closeout

Task 6.1 Adoption Draft Specific Plan

Minor revisions gathered during the public review process will be incorporated into an adoption draft to be considered for the plan's adoption hearings.

Task 6.2 Adoption Hearings

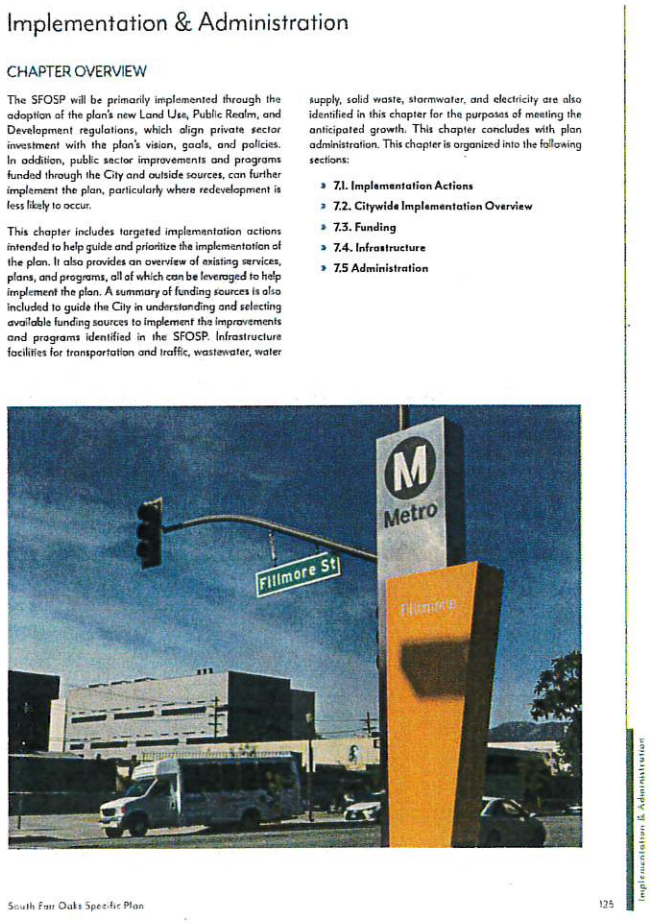
To support the finalization and adoption of the plan, AECOM will participate in up to four (4) meetings total of the Planning Commission and City Council. The AECOM team will prepare a presentation for these meetings. This scope assumes the City will present at these meetings, with AECOM staff present to answer questions and speak to aspects of the Plan or share insight during discussions. Our proposal assumes that City staff will draft staff reports.

Task 6.3 Final Specific Plan

Following the City Council's adoption of the Specific Plan, AECOM will prepare a Final Specific Plan that incorporates any changes made by decision-making bodies during the adoption process. The final plan will be provided in InDesign and as a PDF.



Four of Pasadena's eight specific plans are now adopted.



Pasadena's adopted South Fair Oaks Specific Plan

The AECOM team will also prepare a project metrics table and summary identifying the specific metrics and reporting on measurable outcomes for the REAP 2.0 objectives (accelerating infill development, affirmatively furthering fair housing, and reducing vehicle miles traveled).

Task 6 Deliverables

- Adoption Draft Specific Plan or similar document (INDD/PDF)
- One (1) Planning Commission meeting presentation/agenda, attendance, and notes (PPT)
- One (1) City Council meeting presentation/agenda, attendance, and notes (PPT)
- Final planning document (INDD/PDF)
- Project metrics table and summary (Excel/PDF)

Assumptions

- This proposal is contingent on agreement execution between AECOM and GCCOG.
- This proposal is contingent upon successful negotiations of mutually acceptable terms between AECOM and GCCOG.
- AECOM will invoice monthly on a Lump Sum basis not to exceed $314,350.41. GCCOG shall pay all invoices within thirty (30) days of receipt of the invoice from AECOM.
- This fee proposal is valid for a period of 120 days from the proposal submittal date.
- This budget assumes a 10-month schedule occurring from September 1, 2025, to June 30, 2026. Should the project timeline extend past this period, Billable Rates include 4% annual escalation, beginning 1 October each year, starting October 1, 2026.
- Required data must be received before work can begin for applicable deliverables. Client will furnish applicable information, technical data, and other documents in Client's possession, custody, or control that are reasonably required for the proper performance of services. AECOM will assume such information, data, and documents provided by the Client are accurate and complete and may reasonably rely on the information, data, and documents and other generally accepted sources within the industry without independent verification of their completeness and accuracy. AECOM will not be responsible for conditions or consequences arising from relevant facts necessary for the proper performance of the services that were concealed, withheld, or not fully disclosed by Client at the time the project was performed.
- Meetings are assumed to be virtual, except where indicated.
- Meeting attendance assumes up to three (3) AECOM staff at internal PM meetings, up to four (4) AECOM staff at open houses, up to two (2) AECOM staff at pop-ups, and up to two (2) AECOM staff at decision-maker meetings.
- Deliverables will be provided electronically in PDF with no hard copies except where explicitly indicated. Final deliverables will be provided in native formats as requested.
- Key deliverables, such as reports, presentations, and plans, assume one (1) draft and one (1) final version. Deliverables like agendas, notes, and memos assume one version, but can be updated with a set of comprehensive minor track changes/comments.
- AECOM shall not be required to execute certificates that would (i) result in AECOM having to certify, guarantee or warrant the existence of conditions whose existence AECOM cannot reasonably ascertain under the existing Services; (ii) require knowledge, services or responsibilities beyond the Services; or (iii) may, in AECOM's reasonable judgment, require AECOM to make a certification that would not normally be covered by AECOM's professional or other liability insurance. In addition, Client agrees not to make resolution of any dispute with AECOM or payment of any amount due to AECOM in any way contingent upon AECOM executing such certificates.
- We have assumed minimal revisions to topics covered in the 2019 Draft Gateway District Specific Plan; if new topics are desired by the City or if a more extensive revision to some sections are required, AECOM can do so for an additional fee.

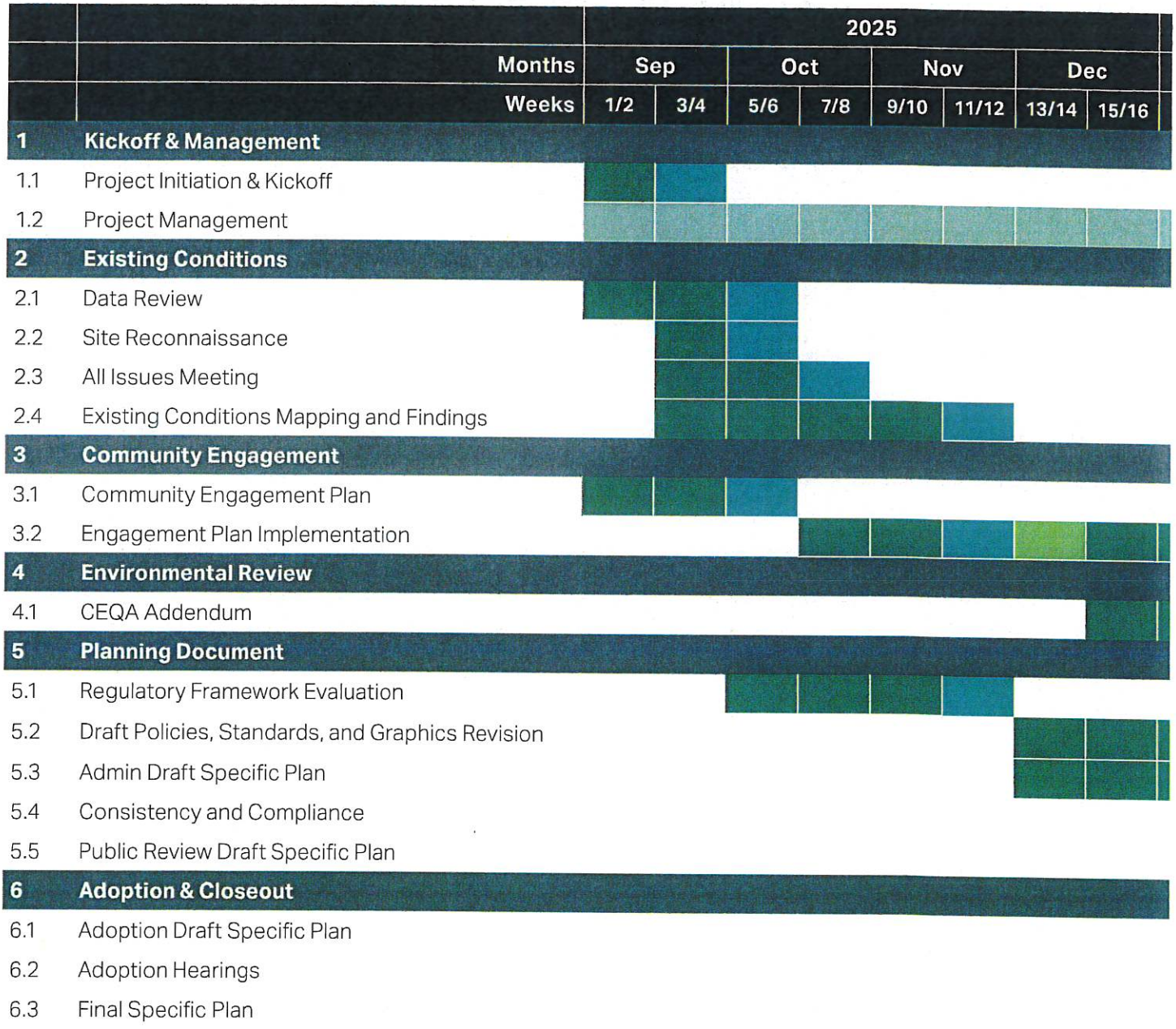
Project Timeline

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72

Project Timeline

The following detailed schedule indicates phases of work by task, milestones and deliverables, and significant events planned duration. The schedule is designed to include GCCOG/City review times; extent and exact timing of reviews to be coordinated timeline. Schedule and exact deliverable dates subject to adjustment and management during the course of the project base direction. This schedule reflects our experience with similar scope of work; however, we are flexible to work with GCCOG and



LEGEND

AECOM Work Time | Review Time / Deliverables | Ongoing tasks

*Each time period indicating events on Task 3.2 assumes a round of outreach including an open house, pop-up, and decision-maker sessions. Stal meetings are assumed to be in late October/early November.

Project Fee Schedule

6

Project Fee Schedule

AECOM will provide the above scope of work for a fixed fee of $314,350.41. AECOM will invoice monthly on a percent compl date. Payment Terms are 30 days. Other Direct Costs (ODCs) include costs for mileage, postage, printing, and other as neede 2025 to June 30, 2026. Should the project timeline extend past this period, Billable Rates include 4% annual escalation, begi

This fee proposal assumes the Draft GDSP plan area remains the same, and that there would be refinements in most complete overhaul. We anticipate that a similar area plan or zoning overlay will likely to be similar or less in fee if anc and fee impacts at that time.

	STAFF	Susan Ambrosini	Scott Williamson	Mike Peterson	Sebastian Barrios	Lillian Lesser	Elisabet Olle Amat	Aryeh Cohen	Mark McVay	Paola Pena	John Moreno
	Role	Project Director	Project Manager	Deputy Project Manager	Planner II	Planner II	Urban Designer	Planner III	Principal Architect	Planner IV	Planner IV
	FY26 Bill Rate	$308.18	$195.28	$163.20	$114.90	$121.48	$220.10	$163.20	$335.00	$173.35	$150.21
1	**Kickoff & Management**	**13.00**	**67.00**	**44.00**	**6.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
1.1	Project Initiation & Kickoff	1.00	3.00	4.00	6.00						
1.2	Project Management	12.00	64.00	40.00							
2	**Existing Conditions**	**5.00**	**18.00**	**26.00**	**44.00**	**0.00**	**4.00**	**0.00**	**1.00**	**0.00**	**0.00**
2.1	Data Review		2.00	4.00	8.00						
2.2	Site Reconnaissance	1.00	8.00	8.00	10.00		4.00		1.00		
2.3	All Issues Meeting	2.00	4.00	6.00	8.00						
2.4	Existing Conditions Mapping and Findings	2.00	4.00	8.00	18.00						
3	**Community Engagement**	40.00	**78.00**	**132.00**	**38.00**	**162.00**	**0.00**	**24.00**	**0.00**	**50.00**	**42.00**
3.1	Community Engagement Plan	2.00	6.00	8.00		24.00				8.00	
3.2	Engagement Plan Implementation	38.00	72.00	124.00	38.00	138.00		24.00		42.00	42.00
4	**Environmental Review**	**2.00**	**4.00**	**8.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**14.00**	**84.00**
4.1	CEQA Addendum	2.00	4.00	8.00						14.00	84.00
5	**Planning Document**	**37.00**	**92.00**	**158.00**	**250.00**	**0.00**	**48.00**	**48.00**	**6.00**	**0.00**	**0.00**
5.1	Regulatory Framework Evaluation	10.00	10.00	10.00							
5.2	Draft Policies, Standards, and Graphics Revision	4.00	12.00	22.00	18.00						
5.3	Admin Draft Specific Plan	20.00	62.00	110.00	210.00		48.00	48.00	6.00		
5.4	Consistency and Compliance	1.00	4.00	8.00	12.00						
5.5	Public Review Draft Specific Plan	2.00	4.00	8.00	10.00						
6	**Adoption & Closeout**	**7.00**	**16.00**	**36.00**	**16.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
6.1	Adoption Draft Specific Plan	4.00	4.00	8.00	8.00						
6.2	Adoption Hearings	2.00	10.00	24.00							
6.3	Final Specific Plan	1.00	2.00	4.00	8.00						
	ODCs										
	Hours	104.00	275.00	404.00	354.00	162.00	52.00	72.00	7.00	64.00	126.00

About AECOM

AECOM is the world's trusted infrastructure consulting firm, delivering professional services throughout the project lifecycle – from advisory, planning, design and engineering to program and construction management. On projects spanning transportation, buildings, water, new energy and the environment, our public- and private-sector clients trust us to solve their most complex challenges. Our teams are driven by a common purpose to deliver a better world through our unrivaled technical and digital expertise, a culture of equity, diversity and inclusion, and a commitment to environmental, social and governance priorities. AECOM is a Fortune 500 firm and its Professional Services business had revenue of $13.1 billion in fiscal year 2022. See how we are delivering sustainable legacies for generations to come at aecom.com and @AECOM.

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www.aecom.com

Office of the
South Gate City Clerk

SEP 17 2025

FILED
9:45am

Item No. 11

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **September 23, 2025**
Originating Department: **Office of the City Clerk**

City Clerk: *Yodit Glaze* ***City Manager:*** *Rob Houston*

SUBJECT: APPROVAL OF CITY COUNCIL MEETING MINUTES

PURPOSE: To historically preserve the events of the City Council Meetings.

RECOMMENDED ACTION: The City Council will consider:

a. Approving the Special and Regular Meeting minutes of August 12, 2025; and
b. Approving the Special and Regular Meeting minutes of August 26, 2025.

FISCAL IMPACT: None.

ANALYSIS: The minutes are provided to the City Council on the Wednesday prior to their regular business meeting. Amendments should be provided to the City Clerk's Office within 24 hours of a City Council Meeting so that verification of the record and corrections are made accordingly. A revised document will be provided to the City Council prior to the Meeting.

BACKGROUND: The minutes typically describe the events of the meeting and may include a list of attendees, a statement of the issues considered by the participants, and related responses or decisions for the issues.

ATTACHMENTS: City Council Minutes

CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, AUGUST 12, 2025

CALL TO ORDER Maria Davila, Mayor called a Special City Council Meeting to order at 5:00 p.m.

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, City Attorney Raúl F. Salinas

CLOSED SESSION The Council Members recessed into Closed Session at 5:07 p.m. and reconvened at 6:37 p.m. with all Members of Council present. City Attorney Salinas reported the following:

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION
   Pursuant to Government Code Section 54956.9(a), 54954.9(b)(3)(C)

   a. Yesenia Lopez Vargas v. City of South Gate
   b. Steven Charlie Huitron v. City of South Gate
   c. Ana Granados v. City of South Gate
   d. Gilberto Bernal v. City of South Gate
   e. Gloria Maribel Ramos Diaz and Aranza Maribel Ramirez Ramos v. City of South Gate

Item 1(a) is a claim made by a resident who slipped on a sidewalk. On a motion made by Councilwoman Avalos and seconded by Mayor Davila, and on a vote of 5-0, the City Council authorized a settlement. The settlement is not yet finalized but the amount will be disclosed consisting of the Brown Act.

Items 1(b)(d)(e) are claims made involving accidents, with city vehicles against the city in connection with those accidents. There was a presentation made by the City Attorney on each one of those claims and there was no action taken by the City Council.

Item 1(c) is a claim of an individual who believes that her car was towed improperly and towed improperly. On a motion made by Mayor Davila and seconded by Council Member Hurtado, and on vote of 5-0, the City Council moved to deny that claim.

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(c)

One (1) - Potential Case

On item 2, one of the city buses caught fire and the claim on that bus was tendered to the operator under contract with the city who manages the maintenance and driving of those vehicles. The city received an offer to settle in the amount of $90,000 which is considered the value of the bus at the time of the fire. On a motion made by Council Member Hurtado and seconded by Councilwoman Avalos, and on a motion of 5-0, the City Council approved accepting the offer of $90,000 as a replacement value for that fair market value of that bus at that time. There were no injuries associated with that fire.

3. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

Agency Representation:	Rob Houston, City Manager
Unrepresented Employees:	Top Management/Department Directors Hourly Employees
Employee Organizations:	SGMEA, SGPMMA, SGDMA, SGPMA, SGPOA

On item 3, City Council received a presentation by the agency representative, City Manager Rob Houston, discussing each of the employee organizations listed on the agenda. Upon completion of that presentation, guidance was given to the City Manager. There was no reportable action taken.

ADJOURNMENT Council Member Avalos unanimously adjourned the meeting at 6:41 p.m. and seconded by Council Member Hurtado.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, AUGUST 12, 2025

CALL TO ORDER Maria Davila, Mayor called a Regular City Council Meeting to order at 6:41 p.m.

INVOCATION Steve Costley, Director Parks & Recreation

PLEDGE OF ALLEGIANCE Ms. Griego, LAUSD Board Member, District 5

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston City Attorney Raúl F. Salinas

GUEST SPEAKER Karla Griego, LAUSD Board Member, District 5, acknowledged the pain, suffering and fear our communities have endured and experienced in the past couple of months, especially in the southeast cities. She too is outraged by the inhumane attacks on the immigrant communities across Los Angeles during the last couple of months. Despite these unprecedented times, she's seen the resilience and perseverance of families, communities and of councils throughout the southeast cities. It gives her hope because that shows that better times are ahead. She thanked everyone present, Mayor Davila, who stood in solidarity with LAUSD yesterday with other city representatives during their press conference. She is excited and grateful that the City of South Gate will also be working with the district to support the students' return to school. As a school board member representing the students in South Gate, she shared what the LAUSD has and what they are doing to ensure a safe opening and return to schools.

Ms. Griego invited everyone to their District 5 Office open house, on August 27th at Gage Middle School from 4 to 6 p.m.

Mayor Davila thanked Ms. Griego for being here tonight and sharing information.

Councilwoman Avalos and Council Member Rios welcomed Ms. Griego to South Gate and enlighten everyone with all the resources.

Council Member Hurtado has reached out to Ms. Griego few times and she is very responsive. He thanked her for being very responsive.

GUEST SPEAKER CONT'D

Ms. Griego stated that the whole district is her heart. She is a 20 year teacher, and teachers love all their students. Her goal is to make sure the communities get representation and be heard.

Vice Mayor Barron thanked Ms. Griego for being here tonight and providing information. This reassures families and members of the community that we have a school district taking this seriously and have created a game plan to handle these situations.

COMMENTS FROM THE AUDIENCE - NON-AGENDA ITEMS

The following Abel Silva, Francisco Loza, Roberto Sanchez, and Mr. Castillo came before City Council asking for their assistance to permit their group to continue gathering at South Gate Park doing activities on Tuesdays and Thursdays. For the last three weeks they have been harassed by the South Gate Park Ranger that won't allow them to continue with their activities. On a couple of occasions, the Park Ranger has become a little aggressive. The group is not causing any harm or any grievance to the park. It was recommended to the group to rent a soccer field, but they cannot afford it.

Mayor Davila requested Mr. Sanchez give Steve Costley his number.

Edgar Pelayo, South Gate resident, informed the group who just spoke that on Thursday at 7:00 p.m. in this building, we'll have a Parks & Rec Commission meeting. He thanked the chief for answering their questions regarding horses. He also thanked the officers for providing their time and resources for the horses.

Mr. Pelayo commented on some concerns from people that just come, criticize and don't provide any type of solution to any of the issues going on in the city.

Roberto Sanchez thanked the city for the pickle ball strip lines at the South Gate tennis courts. He is recommending using one tennis court for four pickle ball nets.

EMAILS

Brenda Rojas, PhD, South Gate resident, stated that GWS/UWS a composting facility located in the City of South Gate, has a history of documented odor and dust complaints with the city and South Coast Air Quality Management District dating back at least 2015. On August 7, 2025, Dr. Rojas confirmed with AQMD supervisor that recent odor complaints have not been routed to the local enforcement agency as required under California Health and Safety Code 41705.

Roberto Sanchez, South Gate resident, requested an update on the virtual attendance and participation options for city council meetings. He expressed concern over the city's budget deficit, pointing out inconsistent

EMAILS CONT'D

figures and urged city officials to take responsibility and find solution to the financial challenges.

South Gate resident, concerned about ongoing dust and order issues from the UWS composting facility affecting Circle Park area for over 10 years and complaints not reaching the proper channels. The resident recommends the city distribute a survey to nearby residents and businesses to address the extent of the problem and demonstrates its commitment to the community's well-being.

REPORTS AND COMMENTS FROM CITY OFFICIALS

Arturo Cervantes, Director of Public Works, nothing to report.

Steve Costley, Director of Parks & Recreation, commented on community events.

Gabriel Perez, Director of Community Development, informed City Council that staff is following up on the concerns regarding order or dust potentially coming from UWS or GWS. The complaints are getting logged and verifying those complaints do come from there or if it's another source. The city is in communication with AQMD.

Luis Frausto, Director of Administrative Services, nothing to report.

Jon Hamilton, Director of Human Resources, nothing to report.

Chief Arakawa reiterated that the Police Department has plenty of personnel on duty that will be able to assist school police if it's necessary. He also mentioned six weeks away from the South Gate car show. The funds benefit the toy drives. Saturday, September 6 the Pink Patch Project and LA County Sheriff's Department have put together a 5K Run at Frank Bonelli Park in San Dimas.

The Chief attended the funeral services for Detective Lemus from the Sheriff's Department. He mentioned that police work is a very dangerous job and the women and men that protect this community and across LA County, sometimes they don't know if they will be coming home. Detective Lemus left behind his wife and three children. He is asking the public to always support the police officers. It's easy to criticize police officers for one incident that happens in the Midwest or on the other side of the country.

Rob Houston, City Manager, reported that HdL will be taking over the business license process this week. There will be an online portal for people to access instead of coming into city hall to apply for a business license or renew their business license.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Raúl F. Salinas, City Attorney reported that today the City of South Gate joined about 20 other cities in filing an amicus brief before the United States Supreme Court. The purpose of the brief was to the city's position with respect to requesting the Supreme Court to uphold the stay order that was issued by a federal district court judge in connection with the immigration activities and enforcement activities that were going on. The district court issued a stay order. It appealed to the ninth circuit which upheld the district court's order.

Jose De La Paz, City Treasurer, nothing to report.

Yodit Glaze, City Clerk, stated that we encourage our civic engagement and welcome residents to participate in our meetings. While we currently do not have a virtual option, she invites everyone to attend in person in the Council Chambers to share their concerns directly or email your comments to her. She will then forward the comments to the City Council Members.

Council Member Avalos welcomed everyone present tonight and on YouTube. She had an opportunity to attend the Southeast Water Coalition. South Gate joined in a lawsuit several years ago with 3M and received a report from the Council from New Orleans indicating the city received some monies from 3M. She would like to know how much the city received. The City of Pico Rivera received $1million.

Mr. Salinas does not have the exact amount, but perhaps before the City Council Meeting is up, he can get that information for her.

Council Member Avalos stated that the Southeast Water Coalition is opening membership to other cities that are water providers to their residents. She will be attending Vector Control this Thursday. She asked Mayor Davila for an update on the HUB Cities.

Council Member Hurtado welcomed everyone present tonight. He stated City Council receives copies of the emails received by the City Clerk. He stated that these are difficult times for everybody due to the raids and doesn't want to give anyone false hope.

Council Member Rios asked if the group that was present tonight are using the wrong place of the park.

Mr. Costley stated that when organized leagues show up at a park without a permit it becomes a large liability for the Parks & Recreation Department and the city and some states laws that are not being adhered to.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Council Member Rios thanked Mr. Costley for the explanation. He asked if the city could do anything regarding ebikes and other motor vehicles.

Chief Arakawa stated that there is lots of confusion about ebikes even in the legislature because they're so new. The bikes that don't have pedals but are electric run vehicles are technically not legal for the streets.

Council Member Rios thanked the Chief. He invited everyone to the open house campus tomorrow on Santa Fe Avenue between 4:00 to 7:00 p.m.

Vice Mayor Barron attended both events at both parks and it was well attended. He asked Mr. Houston and Mr. Perez if the staff are providing status on the odor and dust complaints to the residents.

Mr. Houston responded that staff have had communication with the main leader of the neighborhood.

Vice Mayor Barron thanked Mr. Houston for providing the invite on August 1st with Assembly Member Jose Solache at the Maywood YMCA. Maywood YMCA was awarded/allocated funds to be able to offer resources to local cities.

Mayor Davila stated that on Monday at 4:00 p.m. the new local LAUSD Superintendent, Dr. Ortiz, will be having a meeting at South Gate Middle School. She will not be attending the County Sanitation meetings because they go dark the whole month of August. And regarding Councilwoman Avalos' question regarding HUB Cities, HUB Cites is in the process of contracting a new Interim Director because the previous director, Joe Martinez retired. Andy Pasmant will be the Interim Director and helping HUB Cities with the finances. Unfortunately, HUB Cities did not get the grant from the county, which will be appealed.

Council Member Hurtado mentioned his son's wife is expecting their third child.

CONSENT CALENDAR

Agenda Items 1, 2, 3, 4, 5, 6, 7, and 8 were approved by motion of Council Member Avalos and seconded by Mayor Davila. Items 3, 4, 6, and 7 were pulled for separate discussions.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes (recused from voting on item 3); Council Member Rios, yes; Vice Mayor Barron, yes (recused from voting on item 1); Mayor Davila, yes (recused from voting on item 4).

1
COMMUNITY PROMOTION

The City Council approved items A & B during Consent Calendar:

a. Resolution No. 2025-25-CC entitled A Resolution of the City Council of the City of South Gate, State of California, approving a 150-foot-high flagpole at 2323 Firestone Boulevard; and

b. Finding the project categorically exempt from California Environmental Quality Act ("CEQA") review under Section 15311 (Class 11) of the CEQA Guidelines because the project is for the placement of an accessory structure such as a flagpole on an existing industrial facility.

2
WASTEWATER MGMT

The City Council unanimously approved items A & B during Consent Calendar:

a. Amendment No. 1 to Contract No. 2022-63-CC with John L. Hunter and Associates, Inc., to extend the contract term through June 30, 2026, for the management of the National Pollutant Discharge Elimination System ("NPDES") Program, in an amount not to exceed $111,643; and

b. Authorized the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

3
PARKS

The City Council approved items A & B during Consent Calendar:

a. Amendment No. 1 to Contract No. 2023-125-CC with Z&K Consultants, Inc., to extend the contract term through September 30, 2025, in order to provide construction management and inspection services through construction completion of the Circle Park Improvement, City Project No. 609-PRK, in an amount not to exceed $99,875; and

b. Authorized the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

4
STREETS/SIDEWALKS/ LANDSCAPING

The City Council approved items A & B during Consent Calendar:

a. Amendment No. 1 to Contract No. 2024-57-CC with Gannett Fleming, Inc., to provide 20 days of additional construction management and inspection services through the completion of construction for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257(039), in an amount not to exceed $69,155; and

b. Authorized the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

5
STREETS/SIDEWALKS/ LANDSCAPING

The City Council unanimously approved items A & B during Consent Calendar:

a. Accepted completion of the construction of the Thermoplastic Striping of Streets Citywide Project, City Project No. 654-ST ("Project"), completed by WGJ Enterprises, Inc., ("Contractor") effective June 9, 2025; and

b. Directed the City Clerk to file the Notice of Completion with the Los Angeles County Registrar Recorder's Office.

6
PARKS

The City Council unanimously allocated funding in the amount of $22,500 from the Park Enhancement Fund Account No. 271-490-61-0000 for the repairs to the batting cages located at South Gate Park during Consent Calendar.

7
LEGISLATIVE SERVICES

The City Council unanimously adopted the City's 2025 Legislative Platform containing the City's state and federal legislative priorities during Consent Calendar.

Council Member Avalos directed staff to seek funding for the SELA Cultural Center and for additional park projects off the riverbed.

8
COMMUNITY DEV/ HOUSING

The City Council unanimously appropriated Grant Funds in the amount of $333,057 from CDBG to fund the Public Service Grants and Neighborhood Revitalization Grant Program during Consent Calendar.

9

WARRANTS

The City Council unanimously approved the Warrant Register for August 12, 2025, by motion of Council Member Avalos and seconded by Mayor Davila.

Total of Checks:	$ 6,835,181.16
Less: Voids	$ (0.00)
Less: Employee Payroll Deductions	$ (837,650.01)
Grand Total:	$ 5,997,531.15

Cancellations: 110778

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Councilwoman Avalos stated she forgot to speak on an item earlier tonight. She stated that as a Member of the City Council she is formally requesting a thorough review and clarification of the city's relationship with the Southeast Junior Athletic Association. This is based on recent resident communication and troubling patterns regarding organizational behaviors that she has significant concerns about transparency, governance, and potential legal and financial exposure to the city. It is unclear the separation between the city and the organization. There is no documentation that she has seen that clearly defines the operation or legal boundaries between the city and this nonprofit organization. The lack of clarity has caused confusion among some of the residents and appears to blur some of the important lines of responsibility. Notably, one of the residents reached out with several concerns regarding a refund referred. They asked Council Member/Vice Mayor, and he basically referred this individual to the Parks & Recreation Director. Why was this referral made to the Parks & Recreation Director directly? Under what authority is this direction occurring, and what is the city's explanation when elected officials refer grievances to municipal staff. Staff should not be involved in their internal businesses or disputes. She is also recommending this issue be placed on the City Council agenda to allow full discussion, community input, and reassessment of the appropriateness of the relationship. She has received emails from this specific resident and a group of parents.

Mr. Salinas advised Councilwoman Avalos to direct her requests over to the City Manager because of the City Manager for of government as opposed to having anyone from the Council direct staff. There are limitations in the city's municipal code. He also asked her to pass her notes that might have those inquiries to the City Manager.

REPORTS AND COMMENTS FROM CITY OFFICIALS

CONT'D

Mr. Houston appreciates the concerns and to please forward them to him. He encourages her to work with him versus using this forum for those kinds of initial conversations because he does not believe this has been brought up before.

ADJOURNMENT

Council Member Hurtado unanimously adjourned the meeting at 8:27 p.m., in memory of Rigoberto Duran, long-time South Gate resident, father of Danny Duran and uncle to Juvenal Sanchez, South Gate employees and seconded by Council Member Avalos.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, AUGUST 26, 2025

CALL TO ORDER Maria Davila, Mayor called a Special City Council Meeting to order at 5:00 p.m.

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, Special Counsel Craig Hardwick

ABSENT City Attorney Raúl F. Salinas

1 PERSONNEL RECRUITMENT & SELECTION The City Council unanimously received and filed the list of new and promoted full-time employees hired or promoted during July 2025.

CLOSED SESSION The Council Members recessed into Closed Session at 5:26 p.m. and reconvened at 6:32 p.m. with all Members of Council present. Special Counsel Hardwick reported the following:

1. CONFERENCE WITH LABOR NEGOTIATOR
   Pursuant to Government Code Section 54957.6

Agency Representation:	Rob Houston, City Manager
Unrepresented Employees:	Top Management/Department Directors Hourly Employees
Employee Organizations:	SGMEA, SGPMMA, SGDMA, SGPMA SGPOA

There was no reportable action taken.

2. CONSIDER THE EVALUATION OF PERFORMANCE OF A PUBLIC EMPLOYEE
   Pursuant to Government Code Section 54957

   a. City Manager

There was no reportable action taken.

ADJOURNMENT Council Member Avalos unanimously adjourned the meeting at 6:32 p.m. and seconded by Council Member Hurtado.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, AUGUST 26, 2025

CALL TO ORDER Maria Davila, Mayor called a Regular City Council Meeting to order at 6:41 p.m.

INVOCATION Pastor Ernesto Trejo, South Gate Church of Christ

PLEDGE OF ALLEGIANCE Darren Arakawa, Chief of Police

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, Special Counsel Craig Hardwick

ABSENT City Attorney Raúl F. Salinas

1
WATER

The City Council unanimously received and filed the City of South Gate 2025 Public Health Goals ("PHG") Report, as required by the California Health and Safety Code by motion of Council Member Hurtado and seconded by Council Member Avalos.

Arturo Cervantes, Director Public Works, stated that state law requires water systems with over 10,000 connections to prepare Public Health Goals report every three years. Mr. Cervantes stated Chris Castillo, Water Manager, will be making a presentation.

Chris Castillo, Water Manager, gave a presentation.

Council Member Hurtado appreciated the presentation including the information about dark water. He would like the residents to be aware of solicitors that are trying to sell water filters which are not necessary.

Council Member Rios asked Mr. Castillo to elaborate on the flyer the community received a regarding the water. He also noticed a tractor at the Boy Scouts and asked if that's going to be a treatment facility.

Mr. Castillo explained the flyer was to inform residents about PFAS was detected in two of the wells. The city has six wells. The PFAS is above health goal, but below the standard. The city can serve that water per state requirements, the city is actively pursuing a design to treat it.

1

WATER CONT'D

Mr. Cervantes stated the city is required by state law to issue that flyer.

Council Member Avalos sits on the Southeast Water Coalition stated that 3M has paid 1.1 million dollars toward the treatment of the PFAS and the congresswoman allocated some funding for the PFAS treatment plant the city is planning to build.

Mayor Davila asked if the notice will be included with the water bill.

Mr. Castillo stated that it will be included in the water bill.

Mayor Davila asked if anyone in the audience wished to speak on this item.

Liz Ruiz thanked everyone for the presentation and is glad for the treatment.

Having no one else come forward, Mayor Davila closed the audience portion.

Vice Mayor Barron thanked Mr. Castillo for the presentation. It is very important to continue educating the residents on this issue.

Council Member Hurtado recommended a movie called Dark Waters showing how PFAS got into the water system.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

COMMENTS FROM THE AUDIENCE - NON-AGENDA ITEMS

Vivian Alvarez is the new library manager at the Hollydale Library. Ms. Alvarez stated that the Hollydale Library is also open on Saturdays from 10:00 a.m. to 6:00 p.m. while the Leland Weaver Library is closed.

Ms. Alvarez mentioned that the Hollydale Library has been chosen to host Daddy and Me story times, and the annual bookmark contest is set to begin next week on September 2, 2025.

Ana, Director for the South Gate Chamber of Commerce, extended an invitation to everyone to attend a job and resource fair on Friday, August 29th from 12:00 p.m. to 4:00 p.m., held at the Henry C. Gonzalez Auditorium.

COMMENTS FROM THE AUDIENCE - NON-AGENDA ITEMS CONT'D

Alan Savore, Asset Protection Operation Coach, and on behalf of Walmart and Azalea Plaza, is here to extend their deepest appreciation to the South Gate Police Department.

Solomon Lopez, Recreation Coordinator for the Girls Clubhouse, stated that without the dedication and hard work of the city employees, there would be no city services, no services delivered and no community to sustain.

James Markel, 9520 Hildreth Avenue, expressed his concerns about the ongoing contract negotiations.

Albert Rodriguez, PD employee, expressed his concerns about the current negotiations.

Cynthia Anderson saddened and shocked at the tone coming from Councilwoman Avalos and questioning if the JAA had insurance or special privileges. It is well known that all organizations must have insurance, go by the same standards and benefits. She is asking the Council Members to keep youth sports out of their political games.

Liz Ruiz stated that regarding the complaints related to UWS/GWS, is familiar with the fertilizer smell that reached her home about a mile away during her pregnancy.

Ms. Ruiz also stated how inappropriate it was to bring up a complaint against the JAA without its complete context. She commends the JAA volunteers for trying to provide alternatives instead of the refund as per their own guidelines. The organizations need to be valued for what they do for our community. They provide a safe space for kids to learn and play.

Charles Leon, Regional Coordinator with SEIU Local 721, represents two bargaining units in the City of South Gate. Mr. Leon read a letter from MEA but stands in support and in solidarity with every city worker and every city employee in South Gate in the record.

Nelson Hermosillo, 10135 Dorothy Avenue mentioned many South Gate employees making the choice of leaving to other better paying cities. South Gate has great employees who choose to stay although the salary and benefits are not keeping up with it. He examined the warrant register and notices spending money on things not necessarily needed.

Senaido Beltran has a business in South Gate since 1994 and is here to extend his appreciation to the South Gate Police Department.

COMMENTS FROM THE AUDIENCE - NON-AGENDA ITEMS CONT'D

Cynthia Esquivel finished a comment stated earlier. She invited Councilwoman Avalos to make time and volunteer. She also supports the South Gate employees.

Francisco Robles, MEA Vice President, finished reading the letter Mr. Leon was reading into the record.

Alan Flores, South Gate resident, is present in defense of the JAA regarding comments made by Council and on social media.

Henry Gonzalez, South Gate resident, thanked Chief Arakawa for his service to the South Gate community. He is recommending the city to look at Captain Arana for the Chief of Police position.

Cystal, South Gate resident, is in support of the Police Department.

EMAILS

Mario Dominguez, South Gate resident, urges the City Council to submit a grant application by October 31st to the Regional Park and Open Space District for a splash pad.

Yolanda Rocha, South Gate resident, expresses concerns about traffic safety, ongoing parking violations, and individuals unlawfully collecting recyclables from residential areas. She urges the city to improve enforcement and communication to address these persistent neighborhood issues.

Community Member expressing disappointment with city manager and city council members criticizing the spending on today's agenda as reckless and irresponsible.

Thomas Buckely, South Gate resident, asked city council members regarding simple electronic public records requests. Email production should be free to the public as outlined in Government Code Section 6253.9.

Maria Chavez stating organizations using city parks, not just South Gate JAA, should be reviewed to ensure transparency and proper use of public resources.

A public comment from Edgar Pelayo, submitted for the August 26, 2025, meeting, was inadvertently missed and therefore not read during the meeting. Ms. Glaze has apologized to Mr. Pelayo and shared his comments with City Council.

Edgar Pelayo expressed concern that despite the city's poor financial condition, current spending suggests otherwise, questioning the timing of

EMAILS CONT'D

equipment purchases given the budget challenges. He urged City Council to be transparent about future spending plans and how they align with the community's financial realities.

REPORTS AND COMMENTS FROM CITY OFFICIALS

Arturo Cervantes, Director of Public Works, updated City Council and the public on the residential resurfacing project.

Steve Costley, Director of Parks & Recreation, mentioned that it has been a great summer for South Gate residents.

Gabriel Perez, Director of Community Development, stated the city is following up on the odor or dust coming from UWS/GWS.

Council Member Hurtado asked Mr. Cervantes to speak about speed bumps.

Mr. Cervantes stated the city has a speed bump policy residents can apply.

Luis Frausto, Director of Administrative Services, received feedback regarding layout of the warrants. He and the accounts payable team are coming up with a solution to extend the description for each of the payments.

John Hamilton, Director of Human Resources, has nothing to report.

Darren Arakawa, Police Chief stated that on Saturday, September 6th the Pink Patch Project and LA County Sheriff's will be hosting a 5k run at Frank Bonelli Park, San Dimas. He also mentioned that next week he and eight female employees will be attending the Women Leaders in Law Enforcement Conference in San Diego. He mentioned this past weekend the police seized more guns.

Rob Houston, City Manager, explained the reason why no clapping is not allowed.

Craig Hardwick, Special Counsel, has nothing to report.

Jose De La Paz, City Treasurer, suggested the directors highlight how much the expenditure on the warrant register is for general funds versus other funds.

Yodit Glaze, City Clerk, addressed the public comment regarding the cost for electronic public requests.

REPORTS AND COMMENTS FROM CITY OFFICIALS
CONT'D

Council Member Avalos thanked everyone for attending tonight's meeting and on YouTube. She clarified misinformation and it is not political. She would like an evaluation of all the youth organizations that utilize the park and if necessary, increase fees.

Council Member Hurtado asked Chief Arakawa to clarify that the Pageant of the Trees will not be canceled due to his retirement.

Chief Arakawa stated that the Pageant of the Trees is the Youth Commissions biggest fundraiser.

Council Member Hurtado stated COVID cases are still going up and suggested everyone be careful. He mentioned the South Gate has a lot of youth programs, the Boy Scouts use the huts, Henry Gonzalez and his wife are with South Gate Youth Football and the Aztecs, they use the fields for free. Because South Gate does not have a football field, the city pays LAUSD for the use of their fields. The Aquatics Team use the swimming pool free of charge. The South Gate JAA charges $80 for registration, Downey JAA is $300, and Paramount JAA also $300. The JAA pays rent ($150 a month). He would like the Urban Orchard to be promoted more. He asked Mr. Costley to give an update on Circle Park.

Mr. Costley stated that between Arturo and himself can give an update. The park is still in progress; it's getting plants and lawns.

Mr. Cervantes stated the contractor is trying to do his best, unfortunately the contractor is new to municipal park projects. The grand opening is preliminarily scheduled for the middle of October.

Council Member Rios mentioned residents were concerned about not having access to the Urban Orchard.

Mr. Costley stated there is access to the Urban Orchard. It is open from dawn to dusk.

Council Member Rios stated that it was Circle Park.

Mr. Costley stated there being a question regarding access from gates on the south side of the park. The park was built on Edison Easement. The residents built their own gates, unpermitted to access the park either with their vehicle or with themselves. In the new operation of the park, staff spoke with Edison about that concept and Edison did not agree to it.

Council Member Hurtado knows a comment was made about looking into the finances of the JAA. A while back this was brought up and City

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Attorney Salinas with City Manager Flad reviewed the books. Questions were answered.

Council Member Rios asked the chief about the percentage of female officers in the South Gate Police Department. He enquired about grants for a splash pad.

Chief Arakawa stated about 15% of female officers.

Mr. Houston stated discussions with staff have been held regarding this. There are needs in the community for renovating parks and other city projects.

Council Member Rios attended the elected open house for Jose Solache. He thanked everyone that attended the college open house.

Vice Mayor Barron thanked all the employees attending tonight's meeting and voiced their opinion on the negotiations. City Council respects the employees' work and effort. He agrees with Council Member Rios regarding projects for the city. He mentioned Urban Orchard got TikTok famous by a group of mothers that take their families.

Vice Mayor Barron addressed the comments made regarding the JAA and thanked the members of the JAA that attended tonight's meeting and spoke.

Mayor Davila stated receiving a complaint from Mr. Miranda regarding electric bikes. She thanked the JAA for the great job they have been doing and the other organizations too.

RECESS

The City Council recessed at 8:32 p.m., and reconvened at 8:38 p.m., with all Members of Council present.

CONSENT CALENDAR

Agenda Items 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11 were approved by motion of Council Member Rios and seconded by Council Member Avalos. Items 3, 4, 5, 6, 7, 8 and 9 were pulled for separate discussions.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes (recused from voting on item 3); Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila yes.

2
WATER

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Third Amendment to the Memorandum of Understanding (Contract No. 2940) between the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority and participating agencies ("MOU Amendment") for administration and cost sharing for the implementation of the Lower Los Angeles River Watershed Management Program and the Coordinated Integrated Monitoring Program from October 1, 2025 to September 30, 2030 or the expiration of the forthcoming Municipal Separate Storm Sewer System (MS4) permit, whichever occurs first, in an amount not-to-exceed $631,430;

b. Appropriated $14,286 from Measure W for FY 2025/26 expenditures; and

c. Authorized the Mayor to execute the Third Amendment in a form acceptable to the City Attorney.

3
STREETS/SIDEWALKS/
LANDSCAPING

The City Council approved items A, B & C during Consent Calendar:

a. Amendment No. 2 to Contract No. 3139 with Security Signal Devices, Inc., to install security systems at the Urban Orchard Park for the education building and maintenance garage and to provide monitoring services, for an amount not to exceed $25,239,

b. Authorized the Mayor to execute Amendment No. 2 in a form approved by the City Attorney; and

c. Authorized transferring $4,356 in Measure W Grant Funds from the FY 2025/26 Capital Improvement Program to the FY 2025/26 Public Works Operations Budget to pay for monitoring services for this fiscal year.

4
BUILDING CODE
REGULATIONS

The City Council unanimously approved items A & B during Consent Calendar:

a. Amendment No. 1 to Agreements with Melad and Associates, Inc. (Contract No. 2022-65-CC) and True North Compliance Services (Contract No. 2022-66-CC) to provide plan check and building inspection services in the amount not to exceed $1,500,000, over a two-year extension term, funds allocation starting July 1, 2025, until September 30, 2027; and

b. Authorized the Mayor to execute the Agreement in a form acceptable to the City Attorney.

5
COMMUNITY DEV/ HOUSING

The City Council unanimously approved items A & B during Consent Calendar:

a. Amendment No. 3 to Contract No. 2022-85-AC with BDO, to continue providing as needed accounting and financial services to the City of South Gate Housing Authority ("SGHA") effective July 1, 2025, through June 30, 2026, in an aggregate amount not to exceed $100,000; and

b. Authorized the Mayor to execute Amendment No. 3 in a form acceptable to the City Attorney.

6
COMMUNITY DEV/ HOUSING

The City Council unanimously appropriated grant funds in the amount of $6,077.66 from Community Development Block Grant ("CDBG") and $10,992.50 from Community Development Block Grant- Coronavirus ("CDBG-CV") to fund FY 2024-2025 Public Service Grants during Consent Calendar.

7
PUBLIC WORKS/ ENGINEERING ADMIN

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Authorized purchasing six (6) 2025 Ford F-150 Lightning trucks from National Auto Fleet Group, utilizing the Sourcewell Co-Op Purchasing Program in an amount not-to-exceed $385,032, or $64,172 per truck;

b. Appropriated $128,344 in Water Funds to fully fund the purchase of two (2) Ford F-150 Lightning's for the Public Works, Water Division; and

c. Authorized the City Manager to execute the documents necessary to complete the purchase transactions to acquire the trucks in forms acceptable to the City Attorney.

8
PUBLIC WORKS/ ENGINEERING ADMIN

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Authorized the purchase of one (1) John Deere 320 P-Tier Backhoe Loader from Coastline Equipment, utilizing the Sourcewell Co-Opt Purchasing Program in an amount not-to-exceed $182,906;

b. Appropriated $2,866 from Water Funds (Account 411-731-71-9003) to fully fund the purchase; and

c. Authorized the City Manager to execute the documents necessary to purchase one (1) John Deere 320 P-Tier Backhoe Loader in a form acceptable to the City Attorney.

9
PUBLIC WORKS/ ENGINEERING ADMIN

The City Council unanimously approved items A & B during Consent Calendar:

a. Authorized the purchase of one (1) Rizon Electric truck with 14" stake bed from National Auto Fleet Group, utilizing the Sourcewell Co-Opt Purchasing Program in an amount not-to-exceed $224,359; and

b. Authorized the City Manager to execute the documents necessary to purchase one (1) 2024 Rizon with 14" stake bed in a form acceptable to the City Attorney.

10
PUBLIC WORKS/ ENGINEERING ADMIN

The City Council unanimously approved a Purchase Order with Ford of Downtown LA for the purchase of a F150 Crew Cab Half Ton Electric Truck for the Parks and Recreation Department in the total amount of $76,117.45 during Consent Calendar.

11
MINUTES

The City Council unanimously approved items A, B & C during Consent Calendar:

a. The Special and Regular Meeting minutes of July 8, 2025;

b. The Special Meeting minutes of July 16, 2025; and

c. The Special and Regular Meeting minutes of July 22, 2025.

12
WARRANTS

The City Council unanimously approved the Warrant Register for August 26, 2025, by motion of Council Member Rios and seconded by Council Member Avalos.

Total of Checks:	$ 9,441,886.06
Less: Voids	$ (0.00)
Less: Employee Payroll Deductions	$ (837,650.01)
Grand Total:	$ 8,604,236.05

Cancellations: None

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

ADJOURNMENT Council Member Hurtado unanimously adjourned the meeting at 9:15 p.m., in memory of Jose Jesus Covarrubias Casillas, father of Jose Covarrubias, South Gate employee and seconded by Council Member Avalos.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

Office of the
South Gate City Clerk

SEP 18 2025

FILED
3:38PM

Item No. 12

City of South Gate
CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: ***September 23, 2025***
Originating Department: **City Manager's Office**

Department Head: *Rob Houston* ***City Manager:*** *Rob Houston*

SUBJECT: CITY COUNCIL APPOINTMENTS TO THE VARIOUS CITY COMMISSIONS, COMMITTEES AND BOARDS

PURPOSE: This item was added to the agenda of September 23, 2025, at the request of Council Member Gil Hurtado to make an appointment to the Citizens Advisory Committee.

RECOMMENDED ACTION: The City Council will consider: (CM)
a. Ratifying the appointment by Council Member Gil Hurtado of Evelyn Martinez to the Citizens Advisory Committee.

FISCAL IMPACT: None

ANALYSIS: This appointment would be effective September 23, 2025, if approved by the City Council. The appointment must be ratified by a majority vote of the City Council.

BACKGROUND: Currently, Councilmember Gil Hurtado has a vacancy on the Citizens Advisory Committee. In accordance with the MADDY Act, the City posted the opening of the position and entertained applications from the public for the required 20 days prior to appointment. Council Member Hurtado has selected Evelyn Martinez as his appointee, and the City Council will vote on this selection for ratification.

The City Council may appoint at their individual discretion a representative to serve on the Planning Commission, Parks & Recreation Commission, Citizens Advisory Committee and the Tweedy Mile Advisory Board, Pursuant to Ordinance No. 2286, adopted on September 27, 2011. All appointments must be ratified by a majority vote of the City Council.

ATTACHMENT: Current Commission, Committee and Board Member Roster

Council Member	Planning Commission $125/Meeting 1st & 3rd Tuesday at 6:30 pm	Parks & Recreation Commission $75/Meeting 2nd Thursday at 7 pm	South Gate Tweedy Mile Advisory Board 1st Monday at 6 pm	Citizens Advisory Committee $25/Meeting Meets as needed	
Maria del Pilar Avalos 2739 Glenwood Place Cell: (562) 719-1337 Elected: 03-03-2020 End of Term: Nov 2028	**Margarita Valenzuela** 5219 McCallum Ave #B Cell: (323-304-3128 maggievalenz05@gmail.com Appointed: 05-27-25	**VACANT**	**VACANT**	**Lorena Morales** 10420 Garfield Ave Cell: (323) 387-5196 lemorales@yahoo.com Appointed: 09-24-2024 **Araceli Macias** 9721 Annetta Ave Cell: (562) 673-4294 shelly90280@gmail.com Appointed: 09-12-2023	**Ana Zavala** 9222 San Vincente Ave, Unit B Cell: (310) 704-6949 analuzav1@gmail.com Appointed: 09-12-2023 **VACANT**
Joshua Barron 8819 Beaudine Avenue Cell: (323) 791-5126 Joshb90280@yahoo.com Elected: 11-08-2022 End of Term: Nov 2026	**Daisy Prieto** 9731 Bryson Avenue Cell: (323) 707-3629 daisyprieto@att.net Appointed: 01-24-2023	**Lizette Ruiz** 10226 Kauffman Ave Cell: (323) 253-9417 Iruuiz@yahoo.com Appointed: 01-24-2023	**Andres Gonzalez** 10509 San Carlos Ave (323) 434-6894 andres.gonzalezsn@gmail.com Appointed: 09-24-2024	**Andres Gonzalez** 10509 San Carlos Ave (323) 434-6894 andres.gonzalezsn@gmail.com Appointed: 02-14-2023 **Rosa Delgado** 8829 Firestone Plaza Cell: (626) 246-5793 rposada21@yahoo.com Appointed: 02-14-2023	**Mayra Castaneda** 5740 Taft Ave (562) 454-7949 mmcastaneda99@aol.com Appointed: 02-14-2023 **Daysi N. Alonzo** 9406 Kauffman Ave (323) 404-7634 dnalonzo@gmail.com Appointed: 09-24-2024
Maria Davila 10035 San Luis Avenue Cell: (323) 243-9947 Elected: 01-28-2003 End of Term: Nov 2028	**Lizette Ruiz** 10226 Kauffman Ave Cell: (323) 253-9417 Iruuiz@yahoo.com Appointed: 05-28-2024	**Cynthia Esquivel** 4730 Tweedy Blvd cell: (323) 747-0076 cynesquivel5@gmail.com Appointed: 05-14-2024	**Angela Lucero** 10300 San Jose Ave (323) 540-3426 angela_lucero1951@icloud.com Appointed: 10-08-2024	**Marie De Lourdes Castillo** 10036 San Antonio Ave (323) 567-5572 titomi6281@sbcglobal.net Appointed: 02-18-2003 **VACANT**	**Anthony Zepeda** 5218 McCallum Avenue Cell: (323) 405-2006 anthonyzepeda10@yahoo.com Appointed: 05-27-2014 **VACANT**

Attachment A

Revised: 05/05/

Al Rios 10406 Orange Avenue Cell: (323) 974-3540 Elected: 03-07-2017 Re-elected: 11-08-2022 End of Term: Nov 2026	**Jimmy Ozaeta** 2541 Kansas Avenue Cell: (213) 400-0897 jimmyozaeta@hotmail.com Appointed: 01-10-2023	**Edgar Pelayo** 10207 Mallison Avenue Cell: (323) 816-2904 ejp64p@gmail.com Appointed: 01-10-2023	**Victor Zamudio** vmzamudio@hotmail.com Appointed: 04-12-2022	**Susan F. Janer** 5314 Batavia Road (323) 717-4243 Rosyallday@sbcglobal.net Appointed: 01-23-24 **Richard Gonzales** 10328 Walnut Avenue (626) 673-2571 rsgonzales60@aol.com Appointed: 01-23-24	**Angelica Martinez** 10129 Orange Ave (323) 566-0214 xalosangie@yahoo.com Appointed: 01-23-24 **VACANT**
Gil Hurtado 10001 W. Frontage Road, Space 215 Cell: (323) 893-5728 Elected: 03-03-2020 End of Term: Nov 2028	**Mayra Castaneda** 5740 Taft Avenue Cell: (562) 454-7949 mmcastaneda99@aol.com Appointed: 3/25/25	**Alan D. Flores, II** 5255 Almira Road Cell: (213) 280-2672 laxxxii@yahoo.com Appointed: 05-12-2020	**Sylvia Masushige** 8416 Beechwood Ave (562) 755-6159 grandmasyl01@hotmail.com Appointed: 09-24-2024	**Andrea Martinez** 10509 San Carlos Ave martinezand13@gmail.com Appointed: 01-24-2023 **VACANT**	**Norma Mendoza** 8691 San Gabriel Avenue Cell: (562) 277-2992 Appointed: 05-12-2020 Norma.mendoza9@gmail.com **VACANT**

Office of the
South Gate City Clerk

SEP 16 2025

FILED

City of South Gate
Application for Appointment to Advisory Bodies

Please type or use black ink. Applications are considered current for one year.

Name Evelyn Martinez Date 9/16/2025

Residence Address 10030 San Vincente Ave. City South Gate Zip 90280

Contact Number 323-652-9540 Email evelynmartinez@scsengineers.com

Employer _____ Occupation Systems Integrator

Registered City Voter ☒ yes ☐ no Are you presently serving on an advisory body? ☐ yes ☒ no

Employed by City of South Gate ☐ yes ☒ no Years lived in the City of South Gate 26

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

2 Planning Commission*	1 Citizens Advisory Committee*	_____ Board of Appeal
3 Parks & Recreation Commission*	_____ Civil Service Commission*	4 Youth Commission

*** A Statement of Economic Interest must be filed by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee in the City of South Gate.**

Certain personal information on this application is confidential and will be used by City personnel only; however, please note that personal information pertaining to applicants who are appointed to City Boards or Commissions, including address and phone number, will become a matter of public record.

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

- Recipient of multiple college scholarships by the City of South Gate, 2016
- Youth Volunteer of the Year 2016, City of South Gate

- Bachelor of Arts, Earth Science, California State University, Fullerton, 2020
- Systems Integrator / Drone Pilot at SCS Engineers (Current place of employment)

From my time in high school 2012-2016 I have been a part of numerous organizations on campus that worked directly with the City of South Gate, so I have been coordinating with the city since my youth.
I currently help manage Bike Bus Los Angeles and Huntington Park Run Club on my free time.

Now that I work at an environmental consulting company, I make sure to attend career days at elementary and high schools in South Gate to pass on the message that those from my city can grow up to be important people and work meaningful careers. I have lived in South Gate my entire life and I would like to be part of the conversation as to events and choices that have impact on its residents.

NUMBER OF ATTACHMENTS

Signature of Applicant

Return to: City Clerk's Office
8650 California Avenue
South Gate, CA 90280
Phone: 323-563-9510 Fax: 323-563-5411

Office of the
South Gate City Clerk
SEP 17 2025
FILED 11:10aM

WARRANT REGISTER FOR COUNCIL MEETING 9/23/2025

PART I

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
111623	9/3/2025	0013403	GRANICUS LLC	210951	7/31/2025	ANNUAL 25/26 SUBSCRIPTION SRVS - CITY AP	58,825.75	58,825.75
	Voucher:							
111624	9/3/2025	00004578	INTERWEST CONSULTING GROUP INC	1556199	4/15/2025	MARCH 2025 MID-BLOCK CROSSWALK FOR	8,287.50	8,287.50
	Voucher:							
111625	9/3/2025	00004338	SEQUEL CONTRACTORS INC	616-RETENTION	7/28/2025	RETENTION RELEASE-LONG BEACH STREET	356,067.37	356,067.37
	Voucher:							
111626	9/3/2025	00000032	WEST COAST MAILERS	11853	3/4/2025	JOB # 11-111 C1-9/18/24-10/15/24 C2-9/25	3,207.96	
	Voucher:			11854	3/4/2025	JOB# 12-126 C1-10/16/24-11/18/24 C2 10/2	3,202.22	
				11845	3/4/2025	JOB # 1-108 C1-11/9/24-12/11/24 C2-11/22	3,200.53	
				11844	3/4/2025	JOB# 1-120 C5-12/04/24-1/06/25 C6-12/6/2	2,722.03	
				11855	3/4/2025	JOB# 12-150 C5-11/06/24-12/03/24 C6-11/0	2,719.80	
				11851	3/4/2025	JOB# 11-135 C5-10/03/24-11/05/24 C6-10/8	2,717.58	
				11858	3/4/2025	JOB# 10-130 C5-9/05/24-10/02/24 C6-9/10/	2,713.86	
				11846	3/4/2025	JOB# 1-113 C3-11/27/24-12/19/24 C4-11/28	2,635.85	
				11860	3/4/2025	JOB# 10-122 C3-8/28/24-9/26/24 C4-8/29/2	2,577.89	
				11841	3/4/2025	JOB # 2-112 C3-12/20/24-1/28/25 C4 12/23	2,571.95	
				11852	3/4/2025	JOB#11-120 C3-9/27/24-10/27/24 C4-10/01/	2,569.71	
				11856	3/4/2025	JOB# 12-144 C3-12/04/24 C4-10/29/24-11/2	2,568.29	
				11850	3/4/2025	JOB# 11-144 C7-10/10/24-11/12/24 C8-10/1	2,363.91	
				11843	3/4/2025	JOB # 1-130 C7-12/05/24-1/13/25	2,361.67	
				11859	3/4/2025	JOB# 10-140 C7-9/12/24-10/09/24 C8-9/13/	2,360.94	
				11848	3/4/2025	JOB #12-151 C7 11/13/24-12/09/24 C8-11/1	2,357.96	
				11840	3/4/2025	JOB # 2-108 CYCLE 2-12/18/24-1/23/25	1,901.76	
				11839	3/4/2025	JOB#2-105 CYCLE 1-12/12/24-1/16/25	1,348.97	
				11842	3/4/2025	JOB # 2-100 CYCLE 10-1/01/25-1/31/25	189.77	
				11847	3/4/2025	JOB # 12-152 C-10 12/1/24-12/31/24	189.77	
				11849	3/4/2025	JOB # 12-100 C10-11/1/24-11/30/24	189.77	
				11857	3/4/2025	JOB# 10-141 CYCLE 10-10/1/24-10/31/24	189.77	46,861.96
						Sub total for BANK OF THE WEST:		470,042.58

4 checks in this report.

Grand Total All Checks: 470,042.58

Item No. 13

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
111627	9/11/2025 Voucher:	00000437	AFLAC	Ben374567	9/11/2025	AMERICAN FAMILY LIFE INS.: PA	937.12	937.12
111628	9/11/2025 Voucher:	00002417	AMERICAN FIDELITY ASSUR	Ben374559	9/11/2025	AMERICAN FIDELITY (ABT): PAYI	183.86	183.86
111629	9/11/2025 Voucher:	0012107	CALIFORNIA STATE DISBUR	Ben374575	9/11/2025	CA STATE DISB. UNIT: PAYMENT	1,128.74	1,128.74
111630	9/11/2025 Voucher:	00000438	COLONIAL INSURANCE CO.	Ben374565	9/11/2025	COLONIAL INSURANCE CO: PAYI	2,060.45	2,060.45
111631	9/11/2025 Voucher:	00002138	FRANCHISE TAX BOARD	Ben374571	9/11/2025	GARNISHMENT - FRANCHISE TA	1,569.68	1,569.68
111632	9/11/2025 Voucher:	0014756	LIBERTY DENTAL PLAN, OF	Ben374561	9/11/2025	LIBERTY DENTAL INSUR (MISC):	3,048.16	3,048.16
111633	9/11/2025 Voucher:	00002421	POLICE MANAGEMENT ASS	Ben374569	9/11/2025	POLICE MANAGEMENT ASSOC. I	2,250.00	2,250.00
111634	9/11/2025 Voucher:	00000335	POLICE OFFICERS ASSOCIA	Ben374573	9/11/2025	POLICE ASSOCIATION DUES: PA	6,625.00	6,625.00
111635	9/11/2025 Voucher:	0011466	PRINCIPAL LIFE INSURANCE	Ben374551	9/11/2025	PRINCIPAL DENTAL PPO (MISC):	30,599.60	30,599.60
111636	9/11/2025 Voucher:	0011467	RELIANCE STANDARD	Ben374557	9/11/2025	LONG TERM DISABILITY: PAYME	5,751.95	5,751.95
111637	9/11/2025 Voucher:	00003152	SOUTH GATE POLICE EXPL	Ben374553	9/11/2025	SGPD EXPLORER YOUTH PROG	530.00	530.00
111638	9/11/2025 Voucher:	0011468	SUPERIOR VISION SERVICE	Ben374555	9/11/2025	SUPERIOR VISION MISC.: PAYME	3,920.42	3,920.42
111639	9/11/2025 Voucher:	0014949	TEXAS CHILD SUPPORT SDI	Ben374577	9/11/2025	TX CHILD SUPPORT SDU: PAYME	638.31	638.31
111640	9/11/2025 Voucher:	00000334	UNITED WAY OF GREATER L	Ben374563	9/11/2025	UNITED WAY: PAYMENT	26.00	26.00

Sub total for BANK OF THE WEST: 59,269.29

14 checks in this report.

Grand Total All Checks: 59,269.29

WARRANT REGISTER FOR COUNCIL MEETING 9/23/2025

PART III

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Check Total
111641	9/10/2025	00003529	AT&T	960-449-6558-AUG 202	9/10/2025	BILLING PRD- AUGUST 2025	222.31
	Voucher:						
111642	9/10/2025	0010207	BANNER BANK	SG-UO-8	7/8/2025	4/30/25 URBAN ORCHARD INTERIM CONTROL OP	25,052.02
	Voucher:						
111643	9/10/2025	00000898	CENTRAL BASIN MUNI WATER DIST	SG-JUL25	8/15/2025	AUG 2025 MONTHLY CB METER CHARGE	22,932.58
	Voucher:						
111644	9/10/2025	0010237	FRONTIER COMMUNICATIONS	209-057-1084-090125	9/8/2025	AUGUST 2025 ACCT# 209-057-1084-051106-5	56.66
	Voucher:						
111645	9/10/2025	0013036	J.A. SALAZAR CONSTRUCTION &, SUPPLY CORP	586-2	8/5/2025	AMR REPLACEMENT PHASE IV CITY PROJECT NO	248,407.48
	Voucher:						
111646	9/10/2025	0014099	LOS ANGELES ENGINEERING, INC.	SG-UO-8-RETENTION	7/8/2025	URBAN ORCHARD COMPLETION PHASE, CITY	475,988.38
	Voucher:						
111647	9/10/2025	00002335	PITNEY BOWES	AUG 2025	9/9/2025	AUG 2025 RESERVE ACCOUNT DEPOSIT FOR	2,700.00
	Voucher:						
111648	9/10/2025	00001848	VERIZON WIRELESS	6121805585	9/8/2025	ACCT# 572436405-00001 -07/24/2025-08/23/	7,775.49
	Voucher:						

Sub total for BANK OF THE WEST: 783,134.92

8 checks in this report.

Grand Total All Checks: 783,134.92

3

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
98602	8/21/2025	00004266	U.S. BANK CORPORATE PAYMENT SY					
		0007003	CATALINA CHANNEL EXPRESS	284072759	7/7/2025	ADMISSIONS FOR DEPARTMENT EXCURSION	8,332.00	
		0005295	WALMART	021356	7/19/2025	SC-SUPPLIES FOR FUN RUN EVENT	280.30	
		0015154	SPICEWORKS ZIFF DAVIS	XI8R2WQC-0001	7/2/2025	JPL-SPICEWORKS HELP DESK SUBSCRIPTION QT	420.00	
		0015113	SIGNATURE PINS	807133	7/3/2025	LF-ENAMEL LAPEL PINS	307.89	
		0005347	AMAZON.COM	112-1317442-6116210	7/14/2025	LF-PC MOUNT AND BLACK SURGE PROTECTOR	176.73	
		00000503	CSMFO	300018325	7/16/2025	LF-MANAGEMENT MEMBERSHIP FOR STEVEN	150.00	
		0014052	READYREFRESH, PRIMO BRANDS	05G6706900363	7/16/2025	LF-7/1/25-7/31/25 CITYWIDE WATER DISPENS	1,394.85	
		0011988	CINDY'S JUMPERS, LLC	97309	7/19/2025	THEMED JUMPERS/SLIDES FOR FUN RUN EVENT	1,620.00	
		0005295	WALMART	047351	7/14/2025	JM - FUN RUN EVENT	91.68	
		0012301	WHITTIER FERTILIZER COMPANY	964796	7/17/2025	FUN RUN EVENT	70.88	
		0015112	A&G SALES INC	45479	6/24/2025	DR - RULES SIGNS POST CAPS - PW	30.94	
		00004821	S & J SUPPLY COMPANY, INC.	S100253265.001	6/25/2025	DR - IRRIGATION SUPPLYS PO#0009383	1,307.96	
		00004821	S & J SUPPLY COMPANY, INC.	S100253261.001	6/26/2025	DR - IRRIGATION SUPPLYS PO#0009383	1,181.08	
		0005347	AMAZON.COM	114-4615879-3088265	6/25/2025	DR - SUPPLYS FOR URBAN ORCHARD PARK	343.78	
		0005347	AMAZON.COM	114-3428487-4693803	6/30/2025	DR - WORK SHOP STOOLS - URBAN ORCHARD	159.98	
		0005347	AMAZON.COM	114-4310223-6238608	6/30/2025	DR - REPLACEMENT MIRROR PASSENGER SIDE	73.90	
		00000268	HOME DEPOT CREDIT SERVICES	039670/03262571	7/10/2025	DR - URBAN ORCHARD PARK SUPPLIES	946.68	
		00000192	R&R PRODUCTS INC	000455738	7/14/2025	DR - GOLF COURSE TOOL	210.37	
		0012189	BNJ IRON WORKS, INC.	400	7/17/2025	DR - SOUTH GATE PARK GATE REPAIR	135.45	
		0005368	PRINTCO DIRECT	86198	6/6/2025	WC-PRINTCO DIRECT CODE ENFORCEMENT	620.20	
		00004005	LEXIS NEXIS RISK SOLUTIONS	1030001495	7/1/2025	JEM- DORS MONTHLY LICENSE MARCH 2025	1,440.00	
		00004005	LEXIS NEXIS RISK SOLUTIONS	02163	7/8/2025	JEM-SEPT. 30- OCT. 1, 2025 BASIC MOUNTED	650.00	
		0014938	WESTERN STATES MOUNTED, OFFICERS ASSOCIATION	02164	7/8/2025	JEM- SEPT. 30 - OCT. 1, 2025 BASIC MOUNT	650.00	
		0015152	SAN DIEGO COMMUNITY COLLEGE, DISTRICT	71845	7/10/2025	JEM- MAY 12, 2025 - ADVANCED TRAFFIC COL	23.00	
		0015152	SAN DIEGO COMMUNITY COLLEGE, DISTRICT	71846	7/10/2025	JEM- MAY 12, 2025 - ADVANCED TRAFFIC COL	23.00	
		0015153	ARCO EXPRESS TAILER	015301	7/11/2025	JEM-NEW HIRE UNIFORMS FOR POLICE RECRUIT	440.00	
		0013473	SINATRA UNIFORM, INC	01846-001-0018	7/11/2025	JEM- POLICE SAFETY GEAR	218.89	
		00000634	CALBO	81127554144	7/17/2025	WC-CALIFORNIA BUILDING OFFICIALS WEBINAR	90.00	
		00000634	CALBO	18265	10/23/2024	WC-CALIFORNIA BUILDING OFFICIALS EDUCAT	450.00	
		0015032	CODE ENFORCEMENT CHAPTER OF, ORANGE	35P532750j222715J	7/14/2025	WC-INTERNATIONAL CODE COUNCIL CODE ENFOR	-645.00	
		0012189	BNJ IRON WORKS, INC.	BJN IRON-7/17/25	7/17/2025	JC-PARK RULE SIGNS	988.00	
		0006108	STARBUCKS COFFEE	07/04/25 STARBUCKS	7/4/2025	MA-COFFEE PURCHASE FOR LA COUNTY FIRE DE	19.99	
		0007415	YUM YUM DONUTS	07/03/2025 YUM YUM	7/3/2025	MA-DOUNTS PURCHASE FOR LA COUNTY FIRE DE	27.00	
		0009420	SPARKLETTS	05F8710059159	6/26/2025	NC-WATER SERVICES	86.92	

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0012508	CALIFORNIA FISH GRILL	3670834228903961	7/16/2025	NC-LUNCH FOR CANIDATES & RATERS FOR POLI	130.93	
		0005295	WALMART	084733	7/2/2025	DS- ADULT SPORTS SUPPLIES	11.48	
		0005347	AMAZON.COM	112-5309802-3096230	7/3/2025	DS- YOUTH PROGRAM SUPPLIES	191.75	
		0005295	WALMART	046976	7/8/2025	DS- YOUTH PROGRAM SUPPLIES	105.73	
		0013210	STICKER MULE IN.,	R313443347	7/12/2025	DS- CULTURAL ARTS SUPPLIES	143.98	
		0005347	AMAZON.COM	112-0196316-9093807	7/10/2025	DS- CULTURAL ARTS SUPPLIES	19.92	
		0005347	AMAZON.COM	112-5942703-4301839	7/10/2025	DS- CULTURAL ARTS SUPPLIES	356.49	
		0008304	GODADDY.COM	3798282042	6/27/2025	JPL-SSL CERTIFICATE FOR PD (STS SOGATE.O	99.99	
		0005958	AWWA	R72836266	6/24/2025	NC-JOB POSTING FOR WATER DISTRBUTION OPE	299.00	
		0013958	WATERWISEPRO TRAINING LLC	000067	6/25/2025	NC-JOB POSTING FOR WATER DISTRBUTION OPE	300.00	
		00000268	HOME DEPOT CREDIT SERVICES	H1037-460226	7/12/2025	JC-URBAN ORCHARD SUPPLIES	559.00	
		0005347	AMAZON.COM	114-8002515-6551467	7/11/2025	DS- YOUTH PROGRAM SUPPLIES	80.46	
		0013434	DISCOUNT MUGS	DM8051366	7/3/2025	TR-PARKS	886.55	

0010568	AIR SOURCE INDUSTRIES	00469029-00	7/15/2025	TD-REPLENISH AQUATIC OXYGEN TANKS	17.50	
0014513	NATIONAL TRENCH SAFETY, INC	1030350-CREDIT	3/28/2025	CC-REFUND FOR STEEL PLATE RENTAL	-719.82	
0012980	CHARTER COMMUNICATIONS	108308401060125	6/1/2025	JUNE 2025 ACCT#108308401 FIBER OPTICS FO	892.76	
0005347	AMAZON.COM	111-1049919-5328202	7/3/2025	AM-SHOP SUPPLIES	26.18	
0005347	AMAZON.COM	111-8874161-29050	6/18/2025	AM-REFUND-ORDER UNDELIVERABLE	-719.94	
0005347	AMAZON.COM	112-0689543-5009066	7/16/2025	AM-AUTO PARTS FOR UNIT # 159	149.33	
0005347	AMAZON.COM	112-0689543-5009066.	7/16/2025	AM-AUTO PARTS FOR UNIT #159	30.59	
0005486	STAPLES BUSINESS ADVANTAGE	9931022577	7/1/2025	EM-PUNCH CLOCK SYSTEM	664.48	
00000428	IMSA	395601	7/2/2025	EM-CERTIFICATE RENEWAL FEE	80.00	
00000486	LINDE GAS & EQUIPMENT INC.	70805413	7/7/2025	EM-COMPRESSED GAS	549.55	
0012789	CONVERGINT TECHNOLOGIES, LLC	10481615	7/9/2025	EM-RADIO LINK SERVICE LABOR	833.75	
00000428	IMSA	IN00346511	5/29/2025	EM-WORK ZONE CERTIFICATION CLASS	650.00	
00000428	IMSA	1913-8441	7/15/2025	EM-CERTIFICATION CLASS	650.00	
0012980	CHARTER COMMUNICATIONS	120508901060725	6/7/2025	06/07/25-07/06/25 SPECTRUM SUBSCR FOR 12	2,129.61	
00002335	PITNEY BOWES	1027590603	6/9/2025	1/1/2025-6/30/2025 ACCT# 0011014309-SERV	214.72	
0015096	AGODA	874330238	7/3/2025	ACCOMMODATIONS-RODRIGO SEP 27 2025-OCT 1	693.06	
0011042	RELIAS LEARNING	o342961003	6/27/2025	ONLINE TRAINING COURSES FOR CORRECTIONAL	130.00	
0005347	AMAZON.COM	113-5784110-6169838	6/30/2025	JEM- OCSD BASIC CLASS 268 - REQUIRED IT	26.98	
0005347	AMAZON.COM	113-7787305-9191457	6/30/2025	JEM- OCSD BASIC CLASS 268 - REQUIRED IT	51.73	
0005347	AMAZON.COM	113-9509350-5106628	6/30/2025	JEM- OCSD BASIC CLASS 268 - REQUIRED IT	30.98	
00000322	SAM'S CLUB	10314169852	6/30/2025	AE-REPLENISH DRINKS & COFFEE CREAMER FOR	61.37	
0005295	WALMART	093076	7/8/2025	AE-SNACKS & DRINKS FOR CITY COUNCIL MEET	49.51	

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
		0012504	COURTYARD BY MARRIOTT	82938	7/14/2025	JEM- JULY 14-15, 2025 - LASD BASIC ACADE	200.83	
		0014018	COLLEGE OF CONTINUING, EDUCATION	QYN97PJJBMJ	7/22/2025	JEM-JULY 22-23, 2025 - OTS LAW ENFORCEME	320.00	
		0005601	DOUBLETREE HOTELS	85466106	7/21/2025	JEM-JULY 22-23, 2025 - OTS LAW ENFORCEME	283.01	
		0005601	DOUBLETREE HOTELS	84760507	7/21/2025	JEM-JULY 22-23, 2025 - OTS LAW ENFORCEME	283.01	
		0005601	DOUBLETREE HOTELS	83677979	7/21/2025	JEM-JULY 22-23, 2025 - OTS LAW ENFORCEME	283.01	
		0005601	DOUBLETREE HOTELS	07/17/2025	7/17/2025	JEM-JULY 22-23, 2025 - OTS LAW ENFORCEME	283.01	
		0012596	ZOOM.US	INV313924775	7/17/2025	ZOOM BUSINESS FOR MEETINGS	159.90	
		0014467	FITNESS ON DEMAND	64168-7/22/25	7/1/2025	JM - FOD MONTHLY SUBSCRIPTION	229.00	
		0008456	NSCA	515354-REFUND	4/28/2025	JM - DOWNGRADED MEMBERSHIP	-128.59	
		00003386	S & S WORLDWIDE	SO102245408	7/8/2025	JM - ADULT SPORTS EQUIPMENT	360.73	
		0012474	THE HOME DEPOT DEPOT PRO	053061/1014256	7/9/2025	JM - FUN RUN EVENT	363.25	
		0010123	BREAKWATER AQUATICS	TREJO-7/14/25	7/14/2025	JM - AQUATICS STAFF TRAINING	360.00	
		0012615	COSTCO	1210733327	7/15/2025	JM - AQUATICS PROGRAM EQUIPMENT	631.24	
		0006526	SWANK MOTION PICTURES, INC.	RG 4018610	7/18/2025	DS- SPECIAL EVENT SUPPLIES	705.00	
		0012980	CHARTER COMMUNICATIONS	187588601062125	6/21/2025	06/27/25-07/26/25 ACCT# 187588601 CABLE	439.69	
		0010893	4 ALL PROMOS	1744212	7/2/2025	DS- SPECIAL EVENT SUPPLIES	351.18	
		0005295	WALMART	2000132-68456199	7/15/2025	DS- YOUTH PROGRAM SUPPLIES	19.62	
		0011281	HOBBY LOBBY	016511	7/14/2025	DS- SPECIAL EVENT SUPPLIES	12.69	
		0005295	WALMART	008976	7/15/2025	DS- YOUTH PROGRAM SUPPLIES	9.32	
		00000322	SAM'S CLUB	036833	7/15/2025	DS- YOUTH PROGRAM SUPPLIES	143.29	
		0008451	COSTCO.COM	059805	7/16/2025	DS- GOLF COURSE SUPPLIES	13.49	
		0012980	CHARTER COMMUNICATIONS	188428701052125	5/21/2025	05/27/25-06/26/25 ACCT#188428701 CITY FI	259.97	
		0012980	CHARTER COMMUNICATIONS	188428701062125	6/21/2025	06/27/25-07/26/25 ACCT#188428701 CITY FI	129.99	
		0012980	CHARTER COMMUNICATIONS	187588601052125	5/21/2025	5/27/25-6/26/25 -ACCT# 187588601: PD	439.69	
		00004854	SMART & FINAL	037709	7/4/2025	COFFEE STATION SUPPLIES	165.15	
		0010237	FRONTIER COMMUNICATIONS	562-197-1130-060525	6/5/2025	JUNE 5-JULY 4, 2025 ACC# 562-197-1130-06	566.50	
		0013394	FOXIT	RODRIGUEZ-2025-26	7/11/2025	PDF LICENSE FOR MANUELA RODRIGUEZ	139.99	
		0007068	THE TOLL ROADS	44757196	7/8/2025	TOLL ROAD FEE	11.87	
		0008734	METRO EXPRESSLANES	1202031968234	7/8/2025	TOLL ROAD FEE	8.30	
		0005658	EL PESCADOR	10015	6/23/2025	LUNCH FOR TECH SVCS MGR INTERVIEW PANEL	45.10	
		0005347	AMAZON.COM	111-8518439-7826627	6/23/2025	CHARGING ADAPTERS AND CABLES	249.15	

		0005486	STAPLES BUSINESS ADVANTAGE	084065	6/26/2025	COPY PAPER FOR RECORD BUREAU	62.97	
		0005347	AMAZON.COM	112-6178938-9121826	7/10/2025	DS- CULTURAL ARTS SUPPLIES	166.11	
		0006526	SWANK MOTION PICTURES, INC.	RG 4012332	7/11/2025	DS- SEPCIAL EVENT SUPPLIES	705.00	
		0005347	AMAZON.COM	114-6411270-3550601	7/11/2025	DS- SPECIAL EVENT SUPPLIES	75.28	
Check #	**Date**	**Vendor**		**Invoice**	**Inv Date**	**Description**	**Amount Paid**	**Check Total**
		0005372	SUBWAY	032637	7/16/2025	AE-JULY 16 2025 FOOD/DINNER FOR SPECIAL	51.24	
		0014672	CAPCUT	ARxQBAGBA8v9r	7/18/2025	GM-VIDEO EDITING APP	89.99	
		0012474	THE HOME DEPOT DEPOT PRO	6528510	7/14/2025	JM - FUN RUN EVENT	197.39	
		0005368	PRINTCO DIRECT	86234	7/15/2025	JM - SPONSORSHIP WINDOW WRAPS	305.67	
		0005347	AMAZON.COM	112-4228702-7705065	7/10/2025	JM - FAMILY CAMP NIGHT EVENT	93.62	
		0010123	BREAKWATER AQUATICS	CERVANTES-7/14/25	7/14/2025	JM - AQUATICS STAFF TRAINING	360.00	
		0005295	WALMART	060705	7/16/2025	JM - YOUTH SPORTS EQUIPMENT	29.01	
		0010123	BREAKWATER AQUATICS	DAVILA-7/14/25	7/14/2025	JM - AQUATICS STAFF TRAINING	360.00	
		0008451	COSTCO.COM	099969	7/16/2025	DS- SENIOR CENTER SUPPLIES	112.92	
		0005347	AMAZON.COM	AMAZON-REFUND	7/16/2025	DS- CULTURAL ARTS CREDIT	-664.49	
		0005347	AMAZON.COM	111-8967725-6577862	7/15/2025	DS- CONCERTS IN THE PARK (25/26 UWS	546.69	
		0005347	AMAZON.COM	111-9081552-6440233	7/14/2025	DS- CARD ENTRY ERROR	44.17	41,868.05
111649	9/23/2025	00003502	ABC BATTERY INC.	35867	8/15/2025	BATTERIES	603.20	
	Voucher:			35850	8/15/2025	BATTERIES	603.20	
				35870	8/15/2025	BATTERIES	587.70	1,794.10
111650	9/23/2025	0014097	ABSOLUTE SOFTWARE, INC	INV01750289	8/18/2025	ABSOLUTE ANNUAL RENEWAL	11,400.00	11,400.00
	Voucher:							
111651	9/23/2025	0015150	ACORN TECHNOLOGY SERVICES	12774	9/7/2025	NETWORK SCAN	4,812.50	4,812.50
	Voucher:							
111652	9/23/2025	00003971	ADMINSURE INC.	18003	6/15/2025	THRU JULY 2025- JUNE 2026 - WORKERS COMP	10,083.00	
	Voucher:			18088	7/15/2025	THRU JULY 2025-JUNE 2026 - WORKERS COMP	10,083.00	20,166.00
111653	9/23/2025	0010085	AFC HYDRAULIC SEALS &	51125	8/27/2025	REPAIR HYDRAULIC EQUIPMENT AND PURCHASE	495.32	495.32
	Voucher:							
111654	9/23/2025	00004372	AIRGAS USA, LLC	9163456297	7/30/2025	DISTRIBUTATION OF SPECIALTY GASES, (CO2)	655.33	
	Voucher:			9162770712	7/8/2025	DISTRIBUTATION OF SPECIALTY GASES, (CO2)	833.84	
				9162641251	7/2/2025	DISTRIBUTATION OF SPECIALTY GASES, (CO2)	599.47	2,088.64
111655	9/23/2025	0011059	ALESHIRE & WYNDER, LLP	97241	7/14/2025	THRU 06/30/25 - SPECIALIZED LEGAL SERVIC	9,520.60	
	Voucher:			98100	8/11/2025	THRU 7/31/25 - SPECIALIZED LEGAL SERVICE	7,533.30	17,053.90
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111656	9/23/2025	0012606	AMAZON CAPITAL SERVICES,INC.	14KD-9Y9L-9K71	9/2/2025	LOGITECH RECIEVER EXTENDER CABLE	1,159.50	
	Voucher:			1RHK-DVMC-9JK6	9/2/2025	AZAR DISPLAY OFFICE SUPPLIES	18.82	
				1TMY-FNTX-F6P3	8/27/2025	METAL BAR STOOLS	132.86	
				1VYM-Y1LV-9F6Q	8/27/2025	VOYEE STEERING WHEEL AND TABLECLOTHS	539.18	
				1J1L-KN9Q-GDXD	8/27/2025	SUMRICA MAGIC DICE	168.68	
				19C4-44W7-DQGY	8/28/2025	ROBLOCK PALLET JACK	583.46	
				11MP-N7LK-FTND	9/2/2025	IPHONE CHARGERS	61.01	
				1DFD-HVLH-9RN4	9/2/2025	SAMSUNG GALAXY OTTER BOX	25.43	
				19VV-RG7J-PD4Q	8/15/2025	ADJUSTABLE STANDING DESK CONVERTER	389.27	
				1V4L-H311-Q3WD	8/15/2025	ADJUSTABLE STANDING DESK CONVERTER	312.29	
				1PCD-N4HH-1CLL	8/21/2025	FOOSBALL TABLE	143.96	
				17Q7-XVJ9-FH39	8/27/2025	CRAFTS AND STENCILS	175.17	
				16VM-C9NJ-1FV4	8/21/2025	SCOTCH MASKING TAPE ROLLS	329.13	
				14L3-RL79-KPN6	8/18/2025	VIVO 36 INC ELECTRIC MOTOR DESK CONVERTE	210.41	
				19VV-RG7J-W1R9	8/16/2025	RINGSIDE MUAY THAI PUNCHING BAG	578.21	
				1QLW-VRQ1-RLQV	8/19/2025	SAMSUNG REMOTE CONTROL	74.11	
				1PRY-34PM-KW1T	8/15/2025	JET SWEEPER HOSE NOZZLE	67.75	
				11X9-6HPV-4F79	8/11/2025	RATCHET STRAPS AND CLIPS	92.57	

				14VR-QRH6-CHTR	8/13/2025	BATTERY REPLACEMENT	14.39	
				1LRJ-MDWC-QTD4	8/19/2025	WALLPAPER AND PLAY PLATOON GAME	185.72	
				1CKW-GCYC-RQGN	8/12/2025	DISPOSABLE TUMBLERS	211.30	5,473.22
111657	9/23/2025	00000018	AMERICAN RENTAL INC.	588273	7/29/2025	MISC EQUIPMENT RENTAL	871.25	871.25
	Voucher:							
111658	9/23/2025	00004309	AMERIFLEX	INV901640	9/2/2025	FSA ADMIN FEE SEPT. 2025 - FOR 30 PARTI	163.50	163.50
	Voucher:							
111659	9/23/2025	00003885	AMERON POLE PRODUCTS, LLC	50086120	3/20/2025	SPARE TRAFFIC POLE TO REPLENISH INVENTOR	25,433.51	25,433.51
	Voucher:							
111660	9/23/2025	0007290	APW KNOX-SEEMAN	21444070	8/20/2025	MISC AUTO PARTS & LUBES	33.55	
	Voucher:			21467557	8/26/2025	MISC AUTO PARTS & LUBES	53.51	
				21368559	7/29/2025	MISC AUTO PARTS & LUBES	21.99	109.05
111661	9/23/2025	0014735	ARCINA RISK GROUP LLC	24230	8/14/2025	THRU 7/31/25 - PROFESSIONAL SERVICES -	844.75	844.75
	Voucher:							

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111662	9/23/2025	00000201	ATLANTIC LOCK & KEY	000690	9/2/2025	SPECIALIZED KEYS FOR THE DEPARTMENT	229.20	
	Voucher:			000680	8/6/2025	SPECIALIZED KEYS FOR THE DEPARTMENT	348.73	
				000672	8/5/2025	LOCKSMITH SERVICES	119.84	
				000637	7/10/2025	SPECIALIZED KEYS FOR THE DEPARTMENT	727.61	1,425.38
111663	9/23/2025	0009040	ATLAS BACKFLOW	47468	8/15/2025	MISC	1,470.00	1,470.00
	Voucher:							
111664	9/23/2025	0010585	AUTOZONE STORES, INC.	00265243108	8/28/2025	AUTO PARTS	15.10	
	Voucher:			00265240142	8/26/2025	AUTO PARTS	23.57	
				05488955043	8/19/2025	AUTO PARTS	38.41	
				00265228908	8/20/2025	AUTO PARTS	67.70	
				04075536024	8/27/2025	AUTO PARTS	355.79	
				00265240231	8/26/2025	AUTO PARTS	55.76	
				05488948742	8/13/2025	AUTO PARTS	166.06	
				05488947615	8/12/2025	AUTO PARTS	9.40	
				05488954855	8/19/2025	AUTO PARTS	40.56	
				05488964193	8/28/2025	AUTO PARTS	59.74	
				05488964638	8/28/2025	AUTO PARTS	27.92	
				00265225771	8/18/2025	AUTO PARTS	191.51	
				05488963343	8/27/2025	AUTO PARTS	11.13	
				05488961671	8/25/2025	AUTO PARTS	33.07	1,095.72
111665	9/23/2025	0011336	AVANT-GARDE INC.	12076	8/18/2025	THRU JULY 2025 - PROFESSIONAL SERVICES F	4,858.50	4,858.50
	Voucher:							
111666	9/23/2025	00003816	BAVCO BACKFLOW APPARATUS	351954	8/29/2025	BAVCO WILL ASSIST IN CALIBRATING OUR BAC	800.02	
	Voucher:			347486	8/6/2025	BAVCO WILL ASSIST IN CALIBRATING OUR BAC	979.03	
				351953	8/29/2025	BAVCO WILL ASSIST IN CALIBRATING OUR BAC	543.88	2,322.93
111667	9/23/2025	0013325	BKF ENGINEERS	25080621	8/15/2025	THRU 07/27/2025 - DESIGN SERVICES FOR CI	8,901.20	8,901.20
	Voucher:							
111668	9/23/2025	00004202	BRENNTAG PACIFIC INC	BPI540045	8/11/2025	SODIUM HYPOCHLORITE 12.5% NSF DELIVER TO	857.49	
	Voucher:			BPI540046	8/11/2025	SODIUM HYPOCHLORITE 12.5% NSF DELIVER TO	1,583.64	
				BPI540048	8/11/2025	SODIUM HYPOCHLORITE 12.5% NSF DELIVER TO	1,304.36	
				BPI540047	8/11/2025	SODIUM HYPOCHLORITE 12.5% NSF DELIVER TO	927.31	4,672.80
111669	9/23/2025	0015165	C&C GATE SERVICE	650964	7/1/2025	GATE BAD LOOP IN GROUND 2 HRS	330.00	330.00
	Voucher:							
111670	9/23/2025	0009529	CAL PACIFIC LAND SERVICES, INC	JP-5426	10/16/2024	MASTER JOINT REVOCABLE PERMIT NO. 17-07	17,929.11	17,929.11
	Voucher:							

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111671	9/23/2025	0012885	CANON FINANCIAL SERVICES, INC.	41696189	8/20/2025	AUGUST 2025 - LATE FEE FOR LEASE PD-CON	141.38	

	Voucher:			41773253	9/8/2025	09/17/25-10/16/25 - MONTHLY LEASE	1,565.76	1,707.14
111672	9/23/2025	0009534	CAPTURE TECHNOLOGIES	3901	8/11/2025	EVENTIDE VOICE RECORDER ANNUAL AGREEMENT	5,262.99	5,262.99
	Voucher:							
111673	9/23/2025	0014155	CELEDON'S EXERCISE EQUIPMENT, SERVICES	1264	7/11/2025	SERVICE/REPAIR MAINTAIN FITNESS EXERCISE	791.14	791.14
	Voucher:							
111674	9/23/2025	0006239	CENTRAL FORD	62663	8/13/2025	AUTO PARTS	59.79	
	Voucher:			62703	8/18/2025	AUTO PARTS	176.60	
				62509	8/11/2025	AUTO PARTS	108.36	
				62935	8/20/2025	AUTO PARTS	165.29	
				62965	8/21/2025	AUTO PARTS	439.78	
				63156	8/26/2025	AUTO PARTS	612.15	
				62438	8/11/2025	AUTO PARTS	852.02	
				63253	8/28/2025	AUTO PARTS	73.54	
				62455	8/7/2025	AUTO PARTS	159.26	
				63122	8/25/2025	AUTO PARTS	274.84	
				62104	7/30/2025	AUTO PARTS	109.27	3,030.90
111675	9/23/2025	0005839	CHAMPION CHRYSLER JEEP DODGE, RAM FIAT	732293	8/26/2025	DEALER PARTS FOR CHARGER UNITS FOR PD	252.96	252.96
	Voucher:							
111676	9/23/2025	0012980	CHARTER COMMUNICATIONS	187588601082125	8/21/2025	THRU 08/27/25 - 09/26/25 - ACC#187588601	439.69	
	Voucher:			116996701082125	8/21/2025	ACCT#116996701 08/21/25- 09/20/25-CITY F	2,897.74	
				188428701082125	8/21/2025	THRU 08/27/25 - 09/26/25 - ACCOUNT # 188	129.99	3,467.42
111677	9/23/2025	0013649	CHEQUE TRAILER PARTS SALES AND, REPAIRS	5626	8/27/2025	TRAILERS PARTS	238.08	238.08
	Voucher:							
111678	9/23/2025	00004302	CINTAS UNIFORM SERVICES	4241369123	8/26/2025	SHOP TOWEL CLEANING SERVICE AND SUPPLIES	55.30	
	Voucher:			4239885677	8/12/2025	SHOP TOWEL CLEANING SERVICE AND SUPPLIES	55.30	110.60
111679	9/23/2025	0011708	CLIENTFIRST TECHNOLOGY, CONSULTING	18642	8/31/2025	AUG 2025 FY 25/26 IT PROJECT MANAGEMENT	11,040.00	11,040.00
	Voucher:							
111680	9/23/2025	0014036	CMR: CASTANEDA, MAYRA	08/19/25	8/19/2025	08/19/2025 - CITIZEN ADVISORY COMMITTEE	125.00	
	Voucher:			06/18/25	6/18/2025	06/18/25 - CITIZEN ADVISORY COMMITTEE MT	125.00	
				5/20/2025	9/4/2025	5/20/2025 PLANNING COMMISSION MEETING	125.00	375.00
111681	9/23/2025	0013949	CMR: OZAETA, JIMMY	06/18/25	6/18/2025	06/18/25 - CITIZEN ADVISORY COMMITTEE MT	125.00	
	Voucher:			05/20/2025	5/20/2025	05/20/25 - PLANNING COMMISSION	125.00	
				08/19/25	8/19/2025	08/19/2025 - 09/02/25 - CITIZEN ADVISOR	250.00	500.00

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111682	9/23/2025	0009967	CMR: PRIETO, DAISY	08/19/25	8/19/2025	08/19/2025 - 09/02/25 - CITIZEN ADVISOR	250.00	
	Voucher:			05/20/25	5/20/2025	05/20/25 - PLANNING COMMISSION	125.00	
				06/18/25	6/18/2025	06/18/25 - CITIZEN ADVISORY COMMITTEE MT	125.00	500.00
111683	9/23/2025	0012949	CMR: RUIZ, LIZETTE	06/18/25	6/18/2025	06/18/25 - CITIZEN ADVISORY COMMITTEE MT	125.00	
	Voucher:			05/20/2025	5/20/2025	05/20/25 - PLANNING COMMISSION	125.00	
				08/19/25	8/19/2025	08/19/2025 - 09/02/25 - CITIZEN ADVISOR	250.00	500.00
111684	9/23/2025	0015102	CMR: VALENZUELA, MARGARITA	08/19/25	8/19/2025	08/19/2025 - 09/02/25 - CITIZEN ADVISOR	250.00	
	Voucher:			06/18/25	6/18/2025	06/18/25 - CITIZEN ADVISORY COMMITTEE MT	125.00	375.00
111685	9/23/2025	00000311	COASTLINE EQUIPMENT	1269381	8/13/2025	SERVICE HEAVY EQUIPMENT VEHICLES	427.99	
	Voucher:			1273925	8/27/2025	SERVICE HEAVY EQUIPMENT VEHICLES	324.50	
				1247168	6/2/2025	SERVICE HEAVY EQUIPMENT VEHICLES	64.36	816.85
111686	9/23/2025	0011922	CONCENTRA MEDICAL CENTERS	87385700	7/9/2025	07/02 - 07/08/25 - MEDICAL SERVICES FOR	1,333.00	
	Voucher:			87321117	7/2/2025	06/25 - 06/30/25 - MEDICAL SERVICES FOR	875.00	
				87466618	7/16/2025	07/10 - 07/15/25 - MEDICAL SERVICES FOR	516.00	
				87540819	7/23/2025	07/16 - 07/22/25 - PROVIDE MEDICAL SERV	1,352.00	
				87621000	7/30/2025	MEDICAL07/23 - 07/24/25 - MEDICAL SERVIC	276.00	
				87940012	8/27/2025	LAX BURBANK AND LAX VERNON SOTO - FULL	836.00	
				87859612	8/20/2025	MEDICAL SERVICES FOR NEW EMPLOYEES, WORK	1,528.00	
				87780188	8/13/2025	08/07/25 - MEDICAL SERVICES FOR NEW EMPL	92.00	6,808.00
111687	9/23/2025	0011159	CONSERVATION CORPS OF	PR 1 0525	7/7/2025	BUILDING OF PRIVACY WALLS AT OUTDOOR RES	38,248.75	38,248.75

	Voucher:							
111688	9/23/2025	00002182	COPWARE, INC.	87158	7/1/2025	COPWARE ANNUAL RENEWAL	2,550.00	2,550.00
	Voucher:							
111689	9/23/2025	0014673	CORE & MAIN LP	X406388	7/24/2025	INVENTORY PO/ COPPER	5,470.16	5,470.16
	Voucher:							
111690	9/23/2025	0012362	CROSSROADS SOFTWARE, INC.	7872	7/2/2025	2025-2026 - CROSSROADS ANNUAL RENEWAL	1,900.00	1,900.00
	Voucher:							
111691	9/23/2025	0006251	CROWN TROPHY	18101	8/13/2025	TROPHYS	258.60	258.60
	Voucher:							

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111692	9/23/2025	00001423	DAILY JOURNAL CORPORATION	B3957342	8/21/2025	PROOF OF PUBLICATION - ANNUAL FEE SCHEDU	140.00	
	Voucher:			B3957958	8/21/2025	PROOF OF PUBLICATION - ANNUAL FEE SCHEDU	270.00	
				B3961034	8/28/2025	PROOF OF PUBLICATION - RFQ GIRLS CLUB HO	450.00	
				B3961037	8/28/2025	PROOF OF PUBLICATION - RFQ SWIM STADIUM	450.00	
				B3962331	8/28/2025	PROOF OF PUBLICATION - ZONIG CODE AMEND	265.00	
				B3962515	9/4/2025	PROOF OF PUBLICATION- FY 2024- 2025 CAPE	300.00	
				B3962519	9/4/2025	PROOF OF PUBLICATION- FY 2024- 2025 CAPE	330.00	
				B3963358	9/4/2025	PROOF OF PUBLICATION- HENRY C. GONZALEZ	1,065.00	3,270.00
111693	9/23/2025	00000314	DAPEER ROSENBLIT & LITVAK LLP	24814	7/31/2025	07/01/25-07/31/25-MUNICPAL CODE COMPLIAN	126.18	
	Voucher:			24815	7/31/2025	06/14/25-06/30/25- SPECIALIZED LEGAL SER	5,117.08	5,243.26
111694	9/23/2025	0009748	DEPARTMENT OF WATER & POWER	439659	6/5/2025	JULY 1, 2025 - JUNE 30, 2026 - LEASE PAY	9,083.00	9,083.00
	Voucher:							
111695	9/23/2025	00000175	DOOLEY ENTERPRISES, INC.	70313	7/2/2025	AMMUNITIONS	2,232.58	
	Voucher:			70469	8/5/2025	AMMUNITIONS	2,790.73	5,023.31
111696	9/23/2025	0015147	DOUGLAS ENVIRONMENTAL GROUP,, INC	23454	8/27/2025	WELL 27 METER CALIBRATION	1,150.00	1,150.00
	Voucher:							
111697	9/23/2025	0015111	EMERALD EVENTS AND THE BUBBLE, ROLLERS	3239	8/20/2025	TRACKLESS TRAIN FOR HALLOWEEN EVENT	2,100.00	2,100.00
	Voucher:							
111698	9/23/2025	0015159	EMP: GOMEZ, JUAN	189555	8/26/2025	AUGUST 26, 2025 - CONFINED SPACE TRAININ	45.00	45.00
	Voucher:							
111699	9/23/2025	0011925	EMP: RODRIGUEZ, JESUS	80463	8/15/2025	AUGUST 22, 2025 - SEMINAR FOR PESTICID	135.00	
	Voucher:			80299	8/15/2025	AUGUST 15, 2025 SEMINAR FOR PESTICIDE L	135.00	270.00
111700	9/23/2025	0012358	EO: GLAZE, YODIT	09/09/2025	9/9/2025	THRU 2025- 2026 - REIMBURSEMENT- IIMC A	250.00	250.00
	Voucher:							
111701	9/23/2025	0013810	EXECUTIVE MANAGEMENT, SECURITY INC	25-453	7/20/2025	6-29-7-12-2025 SECURITY SERVICES FOR CIT	8,518.13	
	Voucher:			25-507	8/16/2025	7-27-8-9-25 SECURITY SERVICES FOR CITY P	8,085.00	
				25-471	7/31/2025	7-13-7-26-25 SECURITY SERVICES FOR CITY	8,085.00	
				25-518	8/30/2025	AUGUST 10,2025 - AUGUST 23, 2025 - SECUR	8,085.00	32,773.13
111702	9/23/2025	0010558	FACTORY MOTOR PARTS COMPANY	12-W24649	8/21/2025	FACTORY AUTO PARTS	276.52	276.52
	Voucher:							
111703	9/23/2025	00000619	FALCON FUELS, INC.	87274	8/26/2025	REGULAR UNLD 10% ETH - 4244 SANTA ANA S	10,334.87	
	Voucher:			86980	8/14/2025	RD 99 CLEAR DSL - 4244 SANTA ANA ST	4,329.57	14,664.44
111704	9/23/2025	0005869	FERGUSON WATERWORKS	0057332	8/6/2025	INVENTORY PO/ WATER PARTS	7,218.27	
	Voucher:			0057177	7/31/2025	WATER WORK MATERIAL	1,053.61	
				0059625	8/27/2025	WATER WORK MATERIAL	616.73	8,888.61

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111705	9/23/2025	00003770	FLEMING ENVIRONMENTAL INC.	23011	8/7/2025	UNDERGROUND STORAGE TANK MAINTENANCE	5,184.00	
	Voucher:			23012	8/7/2025	UNDERGROUND STORAGE TANK MAINTENANCE	361.99	5,545.99

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111706	9/23/2025	0013758	FROST BROWN TODD LLP	210582240	8/31/2025	JULY 2025 - LEGAL SERVICES	8,752.29	

	Voucher:			210582243	8/31/2025	JULY 2025 - LEGAL SERVICES	669.00
				210582244	8/31/2025	JULY 2025 - LEGAL SERVICES	13,347.02
				210582232	8/31/2025	JULY 2025 - LEGAL SERVICES	450.00
				210582245	8/31/2025	JULY 2025 - LEGAL SERVICES	882.00
				210582252	8/31/2025	JULY 2025 - LEGAL SERVICES	167.75
				210582247	8/31/2025	JULY 2025 - LEGAL SERVICES	711.50
				210582248	8/31/2025	JULY 2025 - LEGAL SERVICES	1,583.50
				210582250	8/31/2025	JULY 2025 - LEGAL SERVICES	64.00
				210582251	8/31/2025	JULY 2025 - LEGAL SERVICES	3,293.50
				210582246	8/31/2025	JULY 2025 - LEGAL SERVICES	5,811.50
				210582228	8/31/2025	JULY 2025 - LEGAL SERVICES	6,578.00
				210582229	8/31/2025	JULY 2025 - LEGAL SERVICES	6,563.19
				210582231	8/31/2025	JULY 2025 - LEGAL SERVICES	17,582.00
				210582394	8/31/2025	JULY 2025 - LEGAL SERVICES	19,895.00
				210582758	8/31/2025	JULY 2025 - LEGAL SERVICES	22,565.70
				210582387	8/31/2025	JULY 2025 - LEGAL SERVICES	39,080.50
				210582237	8/31/2025	JULY 2025 - LEGAL SERVICES	160.00
				210582236	8/31/2025	JULY 2025 - LEGAL SERVICES	800.00
				210582238	8/31/2025	JULY 2025 - LEGAL SERVICES	2,075.25
				210582239	8/31/2025	JULY 2025 - LEGAL SERVICES	64.00
				210582227	8/31/2025	JULY 2025 - LEGAL SERVICES	3,324.24
				210582230	8/31/2025	JULY 2025 - LEGAL SERVICES	20,774.00
				210582234	8/31/2025	JULY 2025 - LEGAL SERVICES	6,392.00
				210582233	8/31/2025	JULY 2025 - LEGAL SERVICES	2,652.00
				210582249	8/31/2025	JULY 2025 - LEGAL SERVICES	1,530.00
				210582235	8/31/2025	JULY 2025 - LEGAL SERVICES	374.00
				210582255	8/31/2025	JULY 2025 - LEGAL SERVICES	306.00
				210582253	8/31/2025	JULY 2025 - LEGAL SERVICES	320.00
				210582242	8/31/2025	JULY 2025 - LEGAL SERVICES	128.00
				210582256	8/31/2025	JULY 2025 - LEGAL SERVICES	5,198.95
				210582241	8/31/2025	JULY 2025 - LEGAL SERVICES	704.00
				210582254	8/31/2025	JULY 2025 - LEGAL SERVICES	4,487.70
				210582257	8/31/2025	JULY 2025 - LEGAL SERVICES	4,098.00 201,384.59

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111707	9/23/2025	0014716	GANDDINI GROUP, INC	19728-4	11/11/2024	TRAFFIC ANALYSIS FOR AMAZON PROJECT	3,308.00	3,308.00
	Voucher:							
111708	9/23/2025	0013614	GCP WW HOLDCO LLC, DBA SHOETERIA	0090647-IN	8/24/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCHE	192.54	
	Voucher:			0090465-IN	8/19/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCHE	117.40	
				0090677-IN	8/23/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCHE	187.81	
				0090934-IN	8/28/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCHE	239.50	
				0090689-IN	8/22/2025	SAFETY FOOTWEAR PROVIDER FOR SHOE VOUCHE	250.00	987.25
111709	9/23/2025	0010016	GLOBAL PARATRANSIT INC.	112526-01	8/11/2025	JULY 2025- TRANSIT SERVICES FOR FIXED RO	55,943.03	55,943.03
	Voucher:							
111710	9/23/2025	00002890	GRAINGER	9588076258	7/28/2025	SPECIALTY HARDWARE	238.16	
	Voucher:			9575114781	7/16/2025	SPECIALTY HARDWARE	511.35	
				9565178051	7/8/2025	SPECIALTY HARDWARE	274.98	
				9565672848	7/8/2025	SPECIALTY HARDWARE	549.96	
				9587354318	7/28/2025	SPECIALTY HARDWARE	173.66	
				9624556727	8/28/2025	SPECIALTY HARDWARE	916.30	2,664.43
111711	9/23/2025	00002577	HACH COMPANY	14574193	7/11/2025	AS-NEEDED CALIBRATIONS OF CHLORINE ANALY	1,102.09	1,102.09
	Voucher:							
111712	9/23/2025	0013348	HARPER & ASSOCIATES, ENGINEERING, INC.	ENG-9159	8/15/2025	THRU JULY 31, 2025 - ENGINEERING SERVICE	6,000.00	6,000.00
	Voucher:							
111713	9/23/2025	0011526	HASA, INC.	1067800	8/28/2025	WATER TREATMENT CHEMICALS	1,468.01	

	Voucher:			1067816	8/28/2025	WATER TREATMENT CHEMICALS	1,296.06		
				1067801	8/28/2025	WATER TREATMENT CHEMICALS	946.05		
				1067815	8/28/2025	WATER TREATMENT CHEMICALS	785.90		
				1067814	8/28/2025	WATER TREATMENT CHEMICALS	652.45		
				1067799	8/28/2025	WATER TREATMENT CHEMICALS	836.32		5,984.79
111714	9/23/2025	0009879	HDL COREN & CONE	SIN052804	7/28/2025	JULY- SEPT, 2025 - HDL CONTRACT SERVICES	3,375.00		
	Voucher:			SIN053777	8/25/2025	AUG - SEPT, 2025 - CONTRACT SERVICES PRO	168.75		3,543.75
111715	9/23/2025	00002529	HINDERLITER DE LLAMAS & ASSOCI	SIN053801	8/31/2025	SALES TAX CONTRACT & AUDIT SERVICES	1,758.99		1,758.99
	Voucher:								

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111717	9/23/2025	00000268	HOME DEPOT CREDIT SERVICES	1362904	8/28/2025	WATER DEPARTMENT SUPPLIES	528.19	
	Voucher:			7350003A	8/12/2025	WATER DEPARTMENT SUPPLIES	59.68	
				0371032	8/19/2025	STREET SUPPLIES	70.05	
				3350115A	8/26/2025	STREET SUPPLIES	285.88	
				8350066	8/21/2025	MISC SUPPLIES	566.33	
				0362683	7/30/2025	STREET SUPPLIES	91.11	
				6370745	7/14/2025	WATER DEPARTMENT SUPPLIES	27.55	
				0351593	7/30/2025	WATER DEPARTMENT SUPPLIES	340.12	
				3362734	8/6/2025	GENERAL MAINTENANCE - MISC SUPPLIES	164.94	
				2362743	8/7/2025	GENERAL MAINTENANCE - MISC SUPPLIES	270.56	
				3362736	8/6/2025	GENERAL MAINTENANCE - MISC SUPPLIES	80.90	
				7370826	7/23/2025	GENERAL MAINTENANCE - MISC SUPPLIES	133.06	
				7362641	7/23/2025	GENERAL MAINTENANCE - MISC SUPPLIES	166.65	
				7370830A	7/23/2025	GENERAL MAINTENANCE - MISC SUPPLIES	14.65	
				4362725	8/5/2025	GENERAL MAINTENANCE - MISC SUPPLIES	58.66	
				4362726	8/5/2025	GENERAL MAINTENANCE - MISC SUPPLIES	363.20	
				9370812	7/21/2025	GENERAL MAINTENANCE - MISC SUPPLIES	96.33	
				3362554	7/7/2025	STREET SUPPLIES	143.58	
				3362614	7/17/2025	GENERAL MAINTENANCE - MISC SUPPLIES	300.11	
				8370820	7/22/2025	GENERAL MAINTENANCE - MISC SUPPLIES	62.50	
				2351434	7/8/2025	GENERAL MAINTENANCE - MISC SUPPLIES	275.53	
				7370829	7/23/2025	GENERAL MAINTENANCE - MISC SUPPLIES	88.73	
				0370874	7/30/2025	GENERAL MAINTENANCE - MISC SUPPLIES	41.58	
				0362687	7/30/2025	GENERAL MAINTENANCE - MISC SUPPLIES	219.70	
				8044791	7/22/2025	GENERAL MAINTENANCE - MISC SUPPLIES	253.88	
				2362564	7/8/2025	GENERAL MAINTENANCE - MISC SUPPLIES	37.50	
				7370672	7/3/2025	GENERAL MAINTENANCE - MISC SUPPLIES	10.98	
				7362520	7/3/2025	GENERAL MAINTENANCE - MISC SUPPLIES	28.67	
				3362735	8/6/2025	GENERAL MAINTENANCE - MISC SUPPLIES	246.19	
				5350186	9/3/2025	MISC SUPPLIES	260.26	
				735179	7/3/2025	GENERAL MAINTENANCE - MISC SUPPLIES	353.33	
				0370719	7/10/2025	GENERAL MAINTENANCE - MISC SUPPLIES	106.78	
				5341674	7/15/2025	GENERAL MAINTENANCE - MISC SUPPLIES	14.83	
				3362730	8/6/2025	STREET SUPPLIES	154.63	
				0370718	7/10/2025	STREET SUPPLIES	255.26	

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				7362522	7/3/2025	WATER DEPARTMENT SUPPLIES	91.16	
				1350034	8/18/2025	WATER DEPARTMENT SUPPLIES	50.76	
				3350111	8/26/2025	WATER DEPARTMENT SUPPLIES	192.05	
				7371143	9/1/2025	WATER DEPARTMENT SUPPLIES	754.45	
				4261736	9/4/2025	WATER DEPARTMENT SUPPLIES	459.04	
				2370859	7/28/2025	GENERAL MAINTENANCE - MISC SUPPLIES	187.12	

				1371115	8/28/2025	MISC SUPPLIES	34.54	
				3362558	7/7/2025	GENERAL MAINTENANCE - MISC SUPPLIES	109.26	
				8341666	7/2/2025	GENERAL MAINTENANCE - MISC SUPPLIES	52.56	
				5341675	7/15/2025	GENERAL MAINTENANCE - MISC SUPPLIES	182.88	
				9351530	7/21/2025	GENERAL MAINTENANCE - MISC SUPPLIES	498.63	
				3362519	7/17/2025	GENERAL MAINTENANCE - MISC SUPPLIES	117.96	8,904.31
111718	9/23/2025	00000647	HONEYWELL INTERNATIONAL INC.	5270480714	7/22/2025	ANNUAL HVAC EQUIPMENT MAINTENANCE MONITO	6,733.70	
	Voucher:			5270433092	7/16/2025	ANNUAL HVAC EQUIPMENT MAINTENANCE MONITO	3,389.81	10,123.51
111719	9/23/2025	00000681	INDUSTRIAL MAINTENANCE SRV LLC	17780	7/19/2025	REPAIR TO BACKUP GENERATORS/GAS ENGINES	950.00	950.00
	Voucher:							
111720	9/23/2025	0013004	INTERSTATE FLEET MAINTENANCE, INC	50345	8/11/2025	DIESEL PARTICULATE FILTER CLEANING SERVI	225.00	
	Voucher:			50348	8/12/2025	DIESEL PARTICULATE FILTER CLEANING SERVI	225.00	450.00
111721	9/23/2025	00004578	INTERWEST CONSULTING GROUP INC	1449539	3/17/2025	INSPECTION SERVICES PERMIT #24-0121	310.00	
	Voucher:			2209132	8/20/2025	JULY 1ST, 2025 - JULY 31ST, 2025 - GARFI	1,376.00	
				2024313	7/18/2025	JUNE 1ST, 2025 - JUNE 30THS, 2025 - GRA	7,250.00	8,936.00
111722	9/23/2025	00000209	JHM SUPPLY , INC.	391065/1	8/14/2025	SMALL TOOLS	1,719.06	1,719.06
	Voucher:							
111723	9/23/2025	00000430	JOHN L. HUNTER AND ASSOCIATES,, INC.	SG1UOR12503	7/25/2025	MANAGEMENT SERVICES FOR USED OIL RECYCLI	287.75	
	Voucher:			SGIUOR12504	7/25/2025	THRU MARCH 2025 - MANAGEMENT SERVICES FO	8,400.39	
				SG1BCR12502	9/4/2025	BEVERAGE CONTAINER RECYCLING PROGRAM	20,663.25	
				SG1BCR12501	3/5/2025	JAN 2025 BEVERAGE CONTAINER RECYCLING PR	1,673.75	31,025.14
111724	9/23/2025	0011585	JOHNSON CONTROLS FIRE	24830465	7/2/2025	THRU 07/01/24 - 06/30/25 - FIRE SUPPRESS	4,166.07	4,166.07
	Voucher:							
111725	9/23/2025	00003725	KENNEDY/JENKS CONSULTANTS, INC	173090	7/11/2024	AS-NEEDED HYDRAULIC MODELING ENG SRV	877.50	877.50
	Voucher:							
111726	9/23/2025	0012510	KILEY & ASSOCIATES, LLC	SG 250902	9/2/2025	AUGUST 2025 - PROFESSIONAL SERVICES PER	3,333.33	3,333.33
	Voucher:							
111727	9/23/2025	00003732	LA CO CERT UNIFIED PROGRAM AGE	IN0475317	8/25/2025	LACO/CUPA#AR0025477 SITE FA0025476 - UN	2,495.00	2,495.00
	Voucher:							

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111728	9/23/2025	0014677	LEADSONLINE LLC	418142	4/15/2025	THRU 07/01/2025 - 06/30/2026 - ANNUAL CE	5,650.00	5,650.00
	Voucher:							
111729	9/23/2025	00003730	LEAGUE OF CALIFORNIA CITIES	4415	6/12/2025	LEAGUE - LA COUNTY DIVISION ANNUAL MEMBE	1,380.75	1,380.75
	Voucher:							
111730	9/23/2025	00000455	LIBERTY FLAGS INC.	118455	8/5/2025	INVENTORY PO/ FLAGS	1,416.00	1,416.00
	Voucher:							
111731	9/23/2025	00003754	LIEBERT CASSIDY WHITMORE	301537	7/31/2025	THRU 07/31/25 PROFESSIONAL SERVICES GENE	130.50	130.50
	Voucher:							
111732	9/23/2025	00005072	LOS ANGELES COUNTY FIRE DEPT.	IN0473242	8/25/2025	SGPD - FUEL TANK PERMIT	2,809.00	
	Voucher:			INV0475319	8/25/2025	PARKS - FUEL TANK PERMIT	3,502.00	6,311.00
111733	9/23/2025	00003941	M. HARA LAWNMOWER CENTER	52107	7/2/2025	SMALL EQUIPMENT SALES AND PARTS	62.02	
	Voucher:			52074	7/15/2025	REPLACEMENT GENERATORS FOR STREET DEPT E	11,828.10	11,890.12
111734	9/23/2025	0011962	MCA DIRECT	2025075	9/4/2025	INVOICE FOR ARCHIVAL RECORD PAPER	292.71	292.71
	Voucher:							
111735	9/23/2025	00004060	MCMASTER-CARR SUPPLY CO	50815507	8/21/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	462.34	
	Voucher:			48470949	7/9/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	501.14	
				48534346	7/10/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	437.22	
				48756247	7/15/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	489.66	
				50417695	8/14/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	254.57	
				49047545	7/21/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	150.86	
				49307068	7/24/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	174.69	
				48532053	7/10/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	12.63	
				51461140	9/3/2025	SPECIAL HARDWARE. NO WORK ON SG PROPERTY	1,981.57	4,464.68
111736	9/23/2025	0011575	MERCHANTS BUILDING	868322A	3/31/2025	FY 24/25 CUSTODIAL AND MAINT. SERVICES F	14,299.80	14,299.80

	Voucher:							
111737	9/23/2025	00003815	MICHELSON LABORATORIES, INC	0731376	7/31/2025	TITLE 22 LAB ANALYSIS	946.25	
	Voucher:			0732704	8/15/2025	TITLE 22 LAB ANALYSIS	1,211.20	
				0729999	7/15/2025	TITLE 22 LAB ANALYSIS	946.25	
				0729998	7/15/2025	TITLE 22 LAB ANALYSIS	1,173.35	
				0731375	7/31/2025	TITLE 22 LAB ANALYSIS	946.25	
				0732703	8/15/2025	TITLE 22 LAB ANALYSIS	1,362.60	
				0732705	8/15/2025	TITLE 22 LAB ANALYSIS	946.25	
				0733910	8/29/2025	TITLE 22 LAB ANALYSIS	1,324.75	
				0733911	8/29/2025	TITLE 22 LAB ANALYSIS	946.25	9,803.15

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111738	9/23/2025	00000447	MISC - BLDG PERMITS	0230003096-CRUZ	9/2/2025	WWRP REFUND REQUEST, 9300- B MALLISON	4,953.15	4,953.15
	Voucher:							
111739	9/23/2025	00000447	MISC - BLDG PERMITS	0250001362-DMJS INC	9/2/2025	NCELLED PER CONTRACTOR ,10005 KAUFFMAN	237.25	237.25
	Voucher:							
111740	9/23/2025	00000447	MISC - BLDG PERMITS	0250001940- MARTINE	9/2/2025	PERMIT CANCELLED PER OWNER ,10124 ALEXA	83.25	83.25
	Voucher:							
111741	9/23/2025	00000447	MISC - BLDG PERMITS	0250001501-MARAVIL	9/2/2025	PERMIT CANCELLED PER CONTRACTOR- REFUND	33.60	33.60
	Voucher:							
111742	9/23/2025	00000170	MISC - PKS & REC REFUND	86267445 - MADRID	8/25/2025	REFUND OF DEPOSIT (AFTER EVENT)	495.00	495.00
	Voucher:							
111743	9/23/2025	00000170	MISC - PKS & REC REFUND	82637176 - FERRUFIN	8/25/2025	REFUND OF DEPOSIT (AFTER EVENT)	319.00	319.00
	Voucher:							
111744	9/23/2025	00003458	MISC - PUBLIC WORKS	917391	8/12/2025	10100 BURTIS ST. CONSTRUCTION HYDRANT DE	949.52	949.52
	Voucher:							
111745	9/23/2025	00003458	MISC - PUBLIC WORKS	4390 TWEEDY	9/3/2025	PUBLIC IMPOROVEMENT PLAN CHECK AT 4390 T	715.00	715.00
	Voucher:							
111746	9/23/2025	00003458	MISC - PUBLIC WORKS	922539	9/3/2025	REFUND FIRE FLOW APPLICATION FEE-12106	441.00	441.00
	Voucher:							
111747	9/23/2025	0011448	MNS ENGINEERS, INC.	90844	8/14/2025	DESIGN SERVICES FOR DEMOLITION OF SALT L	20,581.25	20,581.25
	Voucher:							
111748	9/23/2025	0009426	MV CHENG & ASSOCIATES, INC.	08/31/2025B	9/5/2025	AUG 2025 - PROFESSIONAL FINANCIAL AND A	8,287.50	8,287.50
	Voucher:							

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111749	9/23/2025	0011779	NACHO AUTOMOTIVE REPAIR, INC.	40501	8/13/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
	Voucher:			40582	8/25/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40587	8/25/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	60.00	
				40592	8/26/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40537	8/19/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40533	8/18/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40541	8/19/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40610	8/27/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40613	8/27/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40558	8/21/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40555	8/21/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40595	8/26/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40600	8/26/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	60.00	
				40542	8/19/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40498	8/13/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40473	8/11/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	
				40532	8/18/2025	VEHICLE SMOG INSPECTION & FAILED EMMISIO	40.00	720.00
111750	9/23/2025	00004969	NATIONAL READY MIXED CONCRETE	947856	7/15/2025	CONCRETE, SAND AND AGGREGATE MATERIALS	863.85	863.85

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
	Voucher:							
111751	9/23/2025	0009990	NATURE'S SELECT PET FOOD	229391	7/14/2025	DOG FOOD SUPPLIER	126.12	
	Voucher:			228580	7/7/2025	DOG FOOD SUPPLIER	126.12	
				229392	7/14/2025	DOG FOOD SUPPLIER	126.12	378.36
111752	9/23/2025	0006698	NEOGOV	INV-143656	8/31/2025	10/30/25 - 10/29/26 - SUBSCRIPTION FEE	17,143.60	17,143.60
	Voucher:							
111753	9/23/2025	00001414	OFFICE DEPOT	421777434001	7/2/2025	OFFICE SUPPLIES	131.23	
	Voucher:			430965548001	7/22/2025	OFFICE SUPPLIES	212.63	
				432012994001	7/15/2025	OFFICE SUPPLIES	425.69	
				433024603001	7/22/2025	OFFICE SUPPLIES	60.93	
				433024931001	7/23/2025	OFFICE SUPPLIES	26.13	
				430965540001	7/23/2025	OFFICE SUPPLIES	197.57	
				429005690001	7/23/2025	OFFICE SUPPLIES	174.77	
				430867822001	7/14/2025	OFFICE SUPPLIES	945.41	
				425692750001	7/14/2025	OFFICE SUPPLIES	131.11	
				428389940001	7/3/2025	OFFICE SUPPLIES	67.54	
				431417772001	7/23/2025	OFFICE SUPPLIES	43.16	
				429411932001	7/17/2025	OFFICE SUPPLIES	27.68	
				430284758001	7/2/2025	OFFICE SUPPLIES	108.19	
				42941140001	7/27/2025	OFFICE SUPPLIES	43.16	
				432635819001	7/21/2025	OFFICE SUPPLIES	225.16	2,820.36
111754	9/23/2025	00001414	OFFICE DEPOT	431043293001	7/17/2025	OFFICE SUPPLIES	42.72	
	Voucher:			431047070001	7/21/2025	OFFICE SUPPLIES	38.20	
				431047076001	7/16/2025	OFFICE SUPPLIES	124.02	
				431073645001	7/14/2025	OFFICE SUPPLIES	60.08	
				431074277001	7/14/2025	OFFICE SUPPLIES	25.74	
				431406289001	7/14/2025	OFFICE SUPPLIES	65.38	
				423913370001	7/2/2025	OFFICE SUPPLIES	26.56	
				431376867001	7/17/2025	OFFICE SUPPLIES	267.45	
				431379243001	7/21/2025	PURCHASE OF FILE CABINET - AQUATICS DIV.	287.07	
				430964419001	7/22/2025	OFFICE SUPPLIES	316.11	
				433158192001	7/22/2025	SUPPLIES	713.55	
				426303114001	7/2/2025	OFFICE SUPPLIES	73.56	
				428355448001	7/3/2025	OFFICE SUPPLIES	72.04	
				428355448002	7/9/2025	OFFICE SUPPLIES	6.19	
				431594388001	7/11/2025	OFFICE SUPPLIES	193.85	
				428939457001	7/23/2025	OFFICE SUPPLIES	102.69	
				431379245001	7/17/2025	OFFICE SUPPLIES	67.71	
				429017336001	7/17/2025	OFFICE SUPPLIES	77.41	2,560.33
111755	9/23/2025	0007984	O'REILLY AUTO PARTS	3063-233633	8/25/2025	AUTO PARTS	304.32	
	Voucher:			3063-233193	8/21/2025	AUTO PARTS	456.48	
				3063-233255	8/22/2025	AUTO PARTS	456.48	
				3063-231930	8/12/2025	AUTO PARTS	40.24	
				3063-234064	8/28/2025	AUTO PARTS	12.39	
				3063-232887	8/19/2025	AUTO PARTS	6.62	
				3063-232896	8/19/2025	AUTO PARTS	85.57	
				3063-231995	8/13/2025	AUTO PARTS	56.25	1,418.35
111756	9/23/2025	0014291	OSCAR'S ELECTRIC, INC.	8535	8/13/2025	EMERGENCY REPAIR - PUMP CONTROL AT WELL	13,550.00	
	Voucher:			8504	7/16/2025	INSTALL OF ELECTRIC VEHICLES CHARGING ST	20,015.00	33,565.00
111757	9/23/2025	0012867	PACIFIC OFFICE AUTOMATION	543652	8/27/2025	05/24- 08/24 /25 - SHARP COPIER MACHINE	11,416.92	11,416.92

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
	Voucher:							
111758	9/23/2025	0013977	PCI	11524C-RETA	7/10/2025	THERMOPLASTIC STRIPING OF STREETS CITYWI	2,486.10	2,486.10
	Voucher:							
111759	9/23/2025	0014151	PD: PEREZ, OLIVER	TNR-1253	9/2/2025	AUG 11-15 2025 ICI GANG FOUNDATION SPECI	1,113.44	1,113.44
	Voucher:							
111760	9/23/2025	0009511	PD:PRADO FAMILY SHOOTING RANGE	7565	9/1/2025	AUG 27 2025 SWAT FIREARMS TRAINING DAY-R	450.00	
	Voucher:			7555	8/25/2025	AUG 22 2025 RED DOT TRANSITION COURSE-RA	450.00	
				7549	8/17/2025	AUG 13 2025 QUARTERLY QUALIFICATIONS RAN	450.00	1,350.00
111761	9/23/2025	0012870	PK: BIBRIESCA DE ARELLANO, MARIELENA	MBSUMMER0825	8/28/2025	08/01/25-08/28/25 - STEP AEROBICS CLASS	360.00	
	Voucher:			MBSUMMER0825A	8/28/2025	08/05/25-08/28/25 - TONE IT UP	315.00	675.00
111762	9/23/2025	0011257	PK: GUILMETTE, ROBERT	RGSUMMER0825	8/27/2025	08/04/25 - 08/27/25 YOGA CLASSES	960.00	960.00
	Voucher:							
111763	9/23/2025	0013797	PK: MANRIQUEZ, EYVAR	EMSUMMER0825	8/29/2025	08/01/25-08/29/25 - MUAY THAI CONDITIONI	405.00	405.00
	Voucher:							
111764	9/23/2025	0009213	PK: MARTINEZ, GILBERT	103125	8/27/2025	HALLOWEEN CARNIVAL 2025- GILBERTO MARTIN	2,400.00	2,400.00
	Voucher:							
111765	9/23/2025	0014459	PK: RANGEL, VIOLETA ISAVEL	VRSUMMER0825	8/28/2025	08/29/25-08/28/25 - ADVANCED YOGA	270.00	270.00
	Voucher:							
111766	9/23/2025	0010624	PK: SANCHEZ, MARIBEL	MSSUMMER0825	8/16/2025	08/09/25 - 089/16/25 - ZUMBA CLASS	90.00	90.00
	Voucher:							
111767	9/23/2025	0013659	PK: SANCHEZ, ROCIO	RSSUMMER0825	8/27/2025	08/06/25-08/27/25 - STEP AEROBICS CLASS	180.00	
	Voucher:			RSSUMMER0825B	8/29/2025	08/01/25 - 08/29/25 - ZUMBA CLASSES	945.00	
				RSSUMMER0825A	8/25/2025	08/04/25-08/25/25- COMBO BOXING CLASS	180.00	1,305.00
111768	9/23/2025	0013796	PK: YOGAWITHVANESA	VJSUMMER0825	8/26/2025	08/04/25-08/28/25- ADULT YOGA	360.00	360.00
	Voucher:							
111769	9/23/2025	00003405	POWER DESIGN	42578	8/27/2025	07/31/25 - 07/30/26 BATTERY MAINTENANCE	1,750.00	1,750.00
	Voucher:							
111770	9/23/2025	0007856	POWER SYSTEMS	62930547	7/3/2025	WEIGHTS FOR SPORTS CENTER WEIGHT ROOM	251.20	
	Voucher:			62998189	7/8/2025	WEIGHTS FOR SPORTS CENTER WEIGHT ROOM	5,070.61	5,321.81
111771	9/23/2025	0015118	PRINTING NEST LLC	1010002	8/6/2025	BUDGET BOOKS FY 25-26	2,549.63	2,549.63
	Voucher:							
111772	9/23/2025	0011254	PULSIAM	7915	6/26/2025	07/20/25 - 07/19/26 - RENEWAL RED HAT E	1,734.65	
	Voucher:			7889	8/25/2025	DORS/COPLOGIC INTERFACE	1,252.63	2,987.28
111773	9/23/2025	00004773	RET: ALMANZA, JOSEPH A	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	185.08	185.08
	Voucher:							
111774	9/23/2025	0008275	RET: AROCHA, FRANCIS X.	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
	Voucher:							
111775	9/23/2025	00001840	RET: BLASKA, WILLIAM MIKE	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00	250.00
	Voucher:							
111776	9/23/2025	00004776	RET: CARTER, LLOYD B	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00	250.00
	Voucher:							
111777	9/23/2025	00000495	RET: CHAVEZ, ANTHONY A	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
	Voucher:							
111778	9/23/2025	0006505	RET: CORBET, RONALD	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,435.98	1,435.98
	Voucher:							
111779	9/23/2025	0008746	RET: DELEON, RUBEN	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
	Voucher:							
111780	9/23/2025	0011326	RET: GALVAN, RAY A.	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
	Voucher:							
111781	9/23/2025	0006508	RET: GOMEZ, JOSEPH C.	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
	Voucher:							
111782	9/23/2025	0010881	RET: KOOPMANS, WILLIAM O.	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
	Voucher:							

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
111783	9/23/2025 Voucher:	0010410	RET: LEO, FRANK	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
111784	9/23/2025 Voucher:	00003833	RET: MOOMEY, STEVEN	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	518.00	518.00
111785	9/23/2025 Voucher:	00003798	RET: RANGEL, ARMANDO	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00	150.00
111786	9/23/2025 Voucher:	0015164	RET: VERVERA, ISMAEL	SEPTEMBER 2025	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
111787	9/23/2025 Voucher:	0014732	RETURN TO WORK PARTNERS INC	28597	8/26/2025	06/24/25 - 08/19/25 - ACCOMMODATION MEET	1,860.00	
				28641	9/3/2025	08/08/25 - 08/29/25 - ACCOMMODATION MEET	1,520.00	
				28508	7/9/2025	07/09/25 - 08/07/25 - ACCOMMODATION MEET	1,820.00	5,200.00
111788	9/23/2025 Voucher:	00004821	S & J SUPPLY COMPANY, INC.	S100256872.001	8/26/2025	MISC HARDWARE	1,716.63	1,716.63
111789	9/23/2025 Voucher:	00000322	SAM'S CLUB	004978	8/13/2025	PWYD- FOOD, SNACK'S, DRINKS CITY EVENTS	136.58	136.58
111790	9/23/2025 Voucher:	00004834	SECURITY SIGNAL DEVICES SYSTEM	S-01151021	7/15/2025	07/14/25 - REPAIR AND MAINTENANCE NOT ON	189.00	
				R-00596309	7/1/2025	SECURITY SYSTEM MAINTENANCE AND REPAIR	816.54	
				J-601007134	2/26/2025	INSTALL AT THE PW CORP YARD FRONT OFFICE	35,198.81	
				R-00577919	4/1/2025	FY 2024/25: WATER FACILITIES SERVICES, M	6,892.53	
				R-00579843	4/1/2025	FY 2024/25: PUBLIC WORKS LOC A/R #310002	6,826.38	
				S-01151075	7/15/2025	07/14/25 - REPAIR AND MAINTENANCE NOT ON	94.50	
				R-00581797	4/1/2025	FY 2024/ 2025: CIVIC CENTER LOCATIONS SE	6,442.77	57,460.53
111791	9/23/2025 Voucher:	0013561	SERGIO'S AUTO UPHOLSTERY	3785	8/25/2025	AUTO UPHOLSTERY	589.23	589.23
111792	9/23/2025 Voucher:	0013159	SOUTH GATE TRUCK PART INC.	148046	8/12/2025	TRUCK AND TRAILERS PARTS	119.59	119.59
111793	9/23/2025 Voucher:	00004864	SOUTHERN CALIFORNIA EDISON	7701271646	7/1/2025	7/1/25-6/30/26 OPERATING RENT	5,478.78	5,478.78
111794	9/23/2025 Voucher:	0008790	STEAM X. LLC	72782	7/9/2025	PARTS & REPAIRS FOR GRAFFITII HYDRO BLAS	160.97	160.97
111795	9/23/2025 Voucher:	0008773	STOTZ EQUIPMENT	036315	8/25/2025	JOHN DEERE PARTS FOR GOLF COURSE EQUIP	1,996.65	1,996.65
111796	9/23/2025 Voucher:	00004921	TARGET SPECIALTY PRODUCTS INC	INVP501889615	6/30/2025	PESTICIDES	1,037.98	1,037.98
111797	9/23/2025 Voucher:	0009039	TETRA TECH	52463042	8/8/2025	DESIGN SERVICES FOR PFAS SYSTEM	5,140.15	5,140.15
111798	9/23/2025 Voucher:	0012518	THE HITT COMPANIES	OE-143898	9/4/2025	PRINTING AND STAMPS	27.56	27.56
111799	9/23/2025 Voucher:	0011886	THE TRUST FOR PUBLIC LAND	11982	7/17/2025	JUNE 25 PROJECT MANT, DESIGN AND CONSTRU	164,526.49	164,526.49
111800	9/23/2025 Voucher:	0009874	THE WALKING MAN, INC.	F4527	8/1/2025	WATER NOTICE DOOR TO DOOR DISTRIBUTION	4,125.00	4,125.00
111801	9/23/2025 Voucher:	0011640	TIREHUB, LLC	51822561	8/6/2025	TIRES PURCHASE	717.01	
				51185920	7/14/2025	TIRES PURCHASE	182.08	
				51664692	7/31/2025	TIRES PURCHASE	294.60	1,193.69
111802	9/23/2025 Voucher:	0009355	T-MOBILE USA, INC.	9615131862	8/20/2025	INVESTIGATIVE SERVICES-TIMING ADVANCE DR	50.00	50.00
111803	9/23/2025 Voucher:	0012020	TRIPEPI, SMITH AND ASSOCIATES	15347	7/31/2025	07/31/2025 - TM WEB HOSTING SERVICES	690.00	690.00
111804	9/23/2025	00004657	TYLER TECHNOLOGIES	045-520682	6/1/2025	JULY 1,2025 - JUNE 30, 2026 - TYLER TECH	84,873.68	84,873.68

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
	Voucher:							
111805	9/23/2025	0013792	UNIFIRST CORPORATION	CSG0825	9/4/2025	AUG 2025 UNIFORMS	9,728.19	9,728.19
	Voucher:							
111806	9/23/2025	0007863	UNION PACIFIC RAILROAD COMPANY	90148932	8/15/2025	THRU 08/15/25 - GARFIELD AVENUE COMPLETE	755.48	755.48
	Voucher:							
111807	9/23/2025	0010265	UNITED PACIFIC SERVICES, INC.	25-0830-6	8/30/2025	08/24/25- 08/30/25 - TREE MAINTENANCE IN	38,165.00	38,165.00
	Voucher:							
111808	9/23/2025	00004975	US ARMOR	50485	8/1/2025	VESTS	962.42	
	Voucher:			50375	7/28/2025	VESTS	597.44	
				50510	8/8/2025	VESTS	597.44	
				50467	8/1/2025	VESTS	929.19	3,086.49
111809	9/23/2025	00001848	VERIZON WIRELESS	6121647517	7/22/2025	JULY 22-AUG 21, 2025 ACCT# 870804337-000	4,006.78	4,006.78
	Voucher:							

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
111810	9/23/2025	00002634	VULCAN MATERIALS COMPANY	4300547	8/22/2025	ASPHALT, BASE, EMULSION PRODUCT	251.25	
	Voucher:			4235800	8/15/2025	ASPHALT, BASE, EMULSION PRODUCT	555.05	
				4235635	8/15/2025	ASPHALT, BASE, EMULSION PRODUCT	256.38	
				4249226	8/18/2025	ASPHALT, BASE, EMULSION PRODUCT	256.38	
				4235663	8/15/2025	ASPHALT, BASE, EMULSION PRODUCT	362.18	
				4285988	8/20/2025	ASPHALT, BASE, EMULSION PRODUCT	482.90	
				4236502	8/15/2025	ASPHALT, BASE, EMULSION PRODUCT	381.99	
				4236067	8/15/2025	ASPHALT, BASE, EMULSION PRODUCT	553.78	
				4182468	8/12/2025	ASPHALT, BASE, EMULSION PRODUCT	257.66	
				4181892	8/12/2025	ASPHALT, BASE, EMULSION PRODUCT	241.45	
				4316548	8/25/2025	ASPHALT, BASE, EMULSION PRODUCT	128.19	
				4316225	8/25/2025	ASPHALT, BASE, EMULSION PRODUCT	482.90	
				4300955	8/22/2025	ASPHALT, BASE, EMULSION PRODUCT	482.90	
				4285587	8/20/2025	ASPHALT, BASE, EMULSION PRODUCT	257.66	4,950.67
111811	9/23/2025	00000028	WATER REPLENISHMENT DISTRICT	2506-T22-07	6/30/2025	JAN - JUNE, 2025 - TITLE 22 GROUNDWATER	25,336.00	25,336.00
	Voucher:							
111812	9/23/2025	00002593	WAXIE'S SANITARY SUPPLY	83479573	9/3/2025	INVENTORY PO/ JANITORIAL SUPPLIES	11,147.94	11,147.94
	Voucher:							
111813	9/23/2025	00004593	WESTERLY METER SERVICE CO.	17937	8/6/2025	MISC	1,000.00	1,000.00
	Voucher:							
111814	9/23/2025	00001522	WHITE CAP CONSTRUCTION SUPPLY	50033149936	8/29/2025	INVENTORY PO/SAFETY SUPPLIES	290.25	
	Voucher:			50033175724	9/2/2025	INVENTORY PO/SAFETY SUPPLIES	2,285.46	
				50032892449	8/14/2025	SPECIAL TOOLS	525.81	3,101.52
111815	9/23/2025	00001280	WILLDAN	010-63177	8/20/2025	THRU 08/01/2025 - PROFESSIONAL SERVICES	3,950.00	
	Voucher:			00339639A	11/15/2024	THRU 10/25/24 - CIP SUPPORT- SEWER REHA	520.00	
				00340845B	6/19/2025	THRU 05/30/25 - CIP SUPPORT	340.00	
				00341174	8/20/2025	STAFF AUGMENTATION - ST SUPERINTENDENT	19,210.00	24,020.00
111816	9/23/2025	0014770	WINDOW TINTS SOCAL INC.	1699	7/8/2025	THRU 07/08/25 - INSTALLATION OF GRAFFIT	3,356.75	3,356.75
	Voucher:							
111817	9/23/2025	00003442	YOUNGBLOOD & ASSOCIATES, INC.	2626A	8/21/2025	POLYGRAPHS- L. VALADEZ	300.00	300.00
	Voucher:							

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
111818	9/23/2025	00000062	ZIEGLER'S HARDWARE& SUPPLY,INC	5844	8/4/2025	MISC HARDWARE	22.50	
	Voucher:			5782	7/22/2025	MISC HARDWARE	17.70	
				5823	7/30/2025	MISC HARDWARE	6.62	
				5714	7/9/2025	MISC HARDWARE	4.42	
				5685A	7/2/2025	MISC HARDWARE	24.34	
				5793	7/24/2025	MISC HARDWARE	48.69	

				5817	7/29/2025	MISC HARDWARE	55.36	
				5716	7/9/2025	MISC HARDWARE	46.45	
				5700	7/7/2025	MISC HARDWARE	13.27	
				5797	7/25/2025	MISC HARDWARE	44.29	
				5948	8/27/2025	MISC HARDWARE	45.40	
				5920	8/19/2025	MISC HARDWARE	38.65	
				5945	8/26/2025	MISC HARDWARE	151.69	
				5943	8/26/2025	MISC HARDWARE	388.53	
				5918A	8/19/2025	MISC HARDWARE	49.83	
				5835	7/31/2025	MISC HARDWARE	30.40	
				5913	8/18/2025	MISC HARDWARE	5.53	
				5919	8/19/2025	MISC HARDWARE	13.28	
				5959	8/28/2025	MISC HARDWARE	564.80	
				5824	7/30/2025	MISC HARDWARE	34.30	1,606.05
1002957713	7/21/2025 Voucher:	00000343	PUBLIC EMPLOYEES RETIREMENT SY	07012025	7/3/2025	JULY 2025 UNFUNDED LIABILITY	861,830.00	861,830.00
1002983628	8/20/2025 Voucher:	00000343	PUBLIC EMPLOYEES RETIREMENT SY	118006321	8/19/2025	AUG 2025 FY 25/26 UNFUNDED LIABILITY -	861,830.00	861,830.00

Sub total for BANK OF THE WEST: 3,087,116.38

Grand Total All Checks & Wires: 3,087,116.38

266 checks & 3 wires in this report.

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
2985	8/14/2025	00004708	PERS HEALTH PLAN	Ben372906	8/14/2025	SEP 2025 MEDICAL HMO ANTHEI	537,202.06	537,202.06
	Voucher:							
2999	9/11/2025	00004836	SEIU LOCAL 721 CTW CLC-2	Ben374581	9/11/2025	SEIU DUES: PAYMENT	2,928.91	2,928.91
	Voucher:							
3000	9/11/2025	00002370	INTERNAL REVENUE SERVI(	Ben374583	9/11/2025	MEDICARE: PAYMENT	175,056.48	175,056.48
	Voucher:							
3001	9/11/2025	00000343	PUBLIC EMPLOYEES RETIRI	Ben374585	9/11/2025	MILITARY SERVICE CREDIT: PAY	294,898.56	294,898.56
	Voucher:							
3002	9/11/2025	00001186	EMPLOYMENT DEVELOPME	Ben374587	9/11/2025	SDI: PAYMENT	62,766.66	62,766.66
	Voucher:							
3003	9/11/2025	00000004	NATIONWIDE RETIREMENT :	Ben374589	9/11/2025	DEF COMP NATIONWIDE: PAYME	69,351.31	69,351.31
	Voucher:							
3004	9/11/2025	00004996	SEIU-COPE LOCAL 721, LA/C	Ben374591	9/11/2025	SEIU- COPE LOCAL 721 DEDUCT	88.01	88.01
	Voucher:							
3005	9/11/2025	00004988	CHILD SUPPORT ON-LINE, S	Ben374593	9/11/2025	CHILD SUPPORT-ONLINE: PAYMI	1,036.12	1,036.12
	Voucher:							

Sub total for BANK OF THE WEST: 1,143,328.11

8 wires in this report.

Grand Total All Wires: 1,143,328.11

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5202	9/23/2025	0014823	RET: ANTHONY PEREZ, EDWARD	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5203	9/23/2025	0012466	RET: ADAMS, PAUL L.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,299.14
	Voucher:						
5204	9/23/2025	0005570	RET: ALONZO, ANTHONY	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,011.40
	Voucher:						
5205	9/23/2025	0014715	RET: ANDERSON, KENNETH R.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5206	9/23/2025	0012843	RET: AUSTIN, BYRON A.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5207	9/23/2025	0005813	RET: AVILA, VINCENT	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5208	9/23/2025	0013775	RET: AVILES, OMAR ADOLFO	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5209	9/23/2025	0014366	RET: BARKER, RILEY M.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5210	9/23/2025	0012982	RET: BONILLA CLAYTON, YADIRA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5211	9/23/2025	00001265	RET: BRASSFIELD, CHARLES R	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5212	9/23/2025	0006324	RET: BURBACH, MAUREEN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5213	9/23/2025	0012844	RET: CAMACHO, EDWARD	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5214	9/23/2025	0014800	RET: CHAVEZ, CELESTE	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5215	9/23/2025	00000817	RET: CHRIST, DOUGLAS F	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						

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5216	9/23/2025	00003408	RET: DAMRON, ROGER V	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5217	9/23/2025	0014404	RET: DAVILA, PAULITA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5218	9/23/2025	0013163	RET: DAVIS, RANDALL JOHN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,196.68
	Voucher:						

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5219	9/23/2025	00004777	RET: DAY, ROBERT A	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5220	9/23/2025	00001776	RET: EADE, JOANN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	185.08
	Voucher:						
5221	9/23/2025	00003973	RET: EADS, KENNETH P.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,011.40
	Voucher:						
5222	9/23/2025	00003853	RET: FANNIN, ZONA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5223	9/23/2025	0008820	RET: FERNANDEZ, CARLOS	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5224	9/23/2025	00004403	RET: FIELD, GARY	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5225	9/23/2025	0006507	RET: FIGUEROA, GLORIA A.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5226	9/23/2025	0013564	RET: FLAD, MICHAEL	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,339.68
	Voucher:						
5227	9/23/2025	00000605	RET: FORRESTER, BOB L	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5228	9/23/2025	0005355	RET: GALBREATH, RUSSELL	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	388.13
	Voucher:						
5229	9/23/2025	0011186	RET: GAMBOA, OSCAR	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5230	9/23/2025	00000496	RET: GEORGE, RONALD P	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00

	Voucher:						
5231	9/23/2025	0013121	RET: GONZALES, LORETTA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5232	9/23/2025	00003940	RET: GONZALEZ, HIRAM	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5233	9/23/2025	0006328	RET: GUTIERREZ, MANUEL	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5234	9/23/2025	0014822	RET: GUTIERREZ, REYNA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5235	9/23/2025	0006510	RET: HERNANDEZ, MARIA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5236	9/23/2025	0006329	RET: HOMSHER, HUGH	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	738.56
	Voucher:						
5237	9/23/2025	0013216	RET: HUFFMAN, EDWARD RAYMOI	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5238	9/23/2025	0012845	RET: HUGAR L., JAMES	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5239	9/23/2025	00004784	RET: HUNTRODS, RICHARD F	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	239.00
	Voucher:						
5240	9/23/2025	0009521	RET: HUPP, KEITH	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5241	9/23/2025	0008058	RET: INMAN, RONALD	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5242	9/23/2025	00004785	RET: IRISH, TERRY F	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5243	9/23/2025	0014405	RET: JEFFERS, CHRIS J.	Sep-25	8/7/2025	SEP-NOV 2025- RETIREE MEDICAL	1,500.00
	Voucher:						
5244	9/23/2025	0011110	RET: JOHNSON, GERALD	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5245	9/23/2025	00004787	RET: KENNEDY, GARY E	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00

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	Voucher:						
5246	9/23/2025	0005356	RET: KEY, ANDREW	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,011.40
	Voucher:						
5247	9/23/2025	0011111	RET: KOOMEN, SHERI L.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5248	9/23/2025	0009946	RET: LEFEVER, STEVEN A.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	200.00
	Voucher:						
5249	9/23/2025	00004789	RET: LILLEY, RAYMOND E	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5250	9/23/2025	0012707	RET: LLOYD, BRUCE W.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5251	9/23/2025	0012927	RET: LONG, PENG	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5252	9/23/2025	0005633	RET: LOPEZ, ALFONSO	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	590.37
	Voucher:						

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5253	9/23/2025	0006511	RET: LOPEZ, RAMON A.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5254	9/23/2025	0009453	RET: LOPEZ, VERONICA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5255	9/23/2025	0013398	RET: MARIN, SANDRA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5256	9/23/2025	0007656	RET: MATSUKIYO, DAVID	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5257	9/23/2025	0014276	RET: MCEVILLY, DEBORAH	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5258	9/23/2025	0013777	RET: MONTANEZ JR., ABELINO	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5259	9/23/2025	00003328	RET: MOSBY, DOROTHEA S	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	185.08
	Voucher:						

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5260	9/23/2025	0011895	RET: MUNOZ, ALFREDO	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5261	9/23/2025	00003239	RET: NASSAR, SAMI R	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	200.00
	Voucher:						
5262	9/23/2025	0014639	RET: O'MALLEY, DEREK	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5263	9/23/2025	0012468	RET: ORTIZ, JULIAN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	768.52
	Voucher:						
5264	9/23/2025	0012467	RET: PATINO, IGNACIO M.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5265	9/23/2025	0011522	RET: PELLERIN, ROBERT	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5266	9/23/2025	00005237	RET: PEREZ, SUSAN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5267	9/23/2025	0010733	RET: PIXLER, DAVID	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5268	9/23/2025	00004794	RET: POWELL, ROBERT K.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5269	9/23/2025	0006326	RET: RAMIREZ, VIRGINIA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5270	9/23/2025	0006327	RET: RASCO, ANGELA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5271	9/23/2025	0011967	RET: RIVERA, FRANK J.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	786.34
	Voucher:						
5272	9/23/2025	0011978	RET: RIVERA, HANNAH TELLEZ-CA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	786.34
	Voucher:						
5273	9/23/2025	0012837	RET: RODRIGUEZ, ANNA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5274	9/23/2025	0012682	RET: RUIZ, NELLIE	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00

	Voucher:						
5275	9/23/2025	0011112	RET: SALDIVAR, MARIO M.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5276	9/23/2025	0013274	RET: SAUCEDO NEVAREZ, LUIS M	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5277	9/23/2025	0009865	RET: SCHRADER, GEORGE R.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,331.00
	Voucher:						
5278	9/23/2025	0011521	RET: SCOTT, DAVID	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						
5279	9/23/2025	0013273	RET: SEKIYA, JONATHAN M	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,086.55
	Voucher:						
5280	9/23/2025	00000458	RET: SEWELL, ELAINE	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5281	9/23/2025	00000459	RET: SEWELL, KENNETH R	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5282	9/23/2025	0006513	RET: SHETTER, RANDOLPH M.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5283	9/23/2025	00000869	RET: SMITH, CHARLES R	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5284	9/23/2025	00004796	RET: SPEELMAN, PATRICIA L	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5285	9/23/2025	00002147	RET: SPROWLS, KENNETH C	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	250.00
	Voucher:						
5286	9/23/2025	0008313	RET: SULLIVAN, DARREN	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,011.40
	Voucher:						

Check #	Date	Vendor		Invoice	Inv Date	Description	Check
5287	9/23/2025	0006512	RET: TATTI, WILLIAM P.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5288	9/23/2025	0014457	RET: TEEPLES, JAMES	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						

5289	9/23/2025	0014524	RET: TIMOTEO, VINEULA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5290	9/23/2025	0014403	RET: TORRES, DAVID E	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	200.00
	Voucher:						
5291	9/23/2025	0012959	RET: TREJO, RAMONA M	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5292	9/23/2025	0014379	RET: URTEZ, YOLANDA	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5293	9/23/2025	00003573	RET: VAN LIEROP, MARTIN G	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	426.70
	Voucher:						
5294	9/23/2025	0013776	RET: VARGAS, ALEX J.	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	300.00
	Voucher:						
5295	9/23/2025	00003959	RET: WADE, RICHARD	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	306.00
	Voucher:						
5296	9/23/2025	0007655	RET: WELLS, GREGORY	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	768.52
	Voucher:						
5297	9/23/2025	00004379	RET: WHALEN, HARVEY	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	150.00
	Voucher:						
5298	9/23/2025	0008821	RET: WILLIAMS, TIMOTHY	Sep-25	8/7/2025	SEP 2025- RETIREE MEDICAL INS.	1,507.78
	Voucher:						

Sub total for BANK OF THE WEST EFT: 60,680.67

111 EFT's in this report.

Grand Total All EFT's : 60,680.67

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WARRANT REGISTER SUMMARY
CITY COUNCIL MEETING OF 9/23/2025

TOTAL PART I - PREPAID CHECKS (9/03/2025)		470,042.58
TOTAL PART II -PAYROLL- RELATED CHECKS		59,269.29
TOTAL PART III - PREPAID CHECKS (9/10/2025)		783,134.92
TOTAL PART IV -ACCOUNTS PAYABLE CHECKS & WIRE TRANSFERS		3,087,116.38
TOTAL PART V-PAYROLL- RELATED WIRE TRANSFERS		1,143,328.11
TOTAL PART VI -ACCOUNTS PAYABLE EFTs		60,680.67
	SUB - TOTAL	5,603,571.95
LESS: VOIDS		0.00
LESS: EMPLOYEE PAYROLL DEDUCTIONS		(430,338.43)
	GRAND TOTAL	5,173,233.52

SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION

Warrant Number **111623** to Warrant Number **111818** inclusive, plus WireTransfers and EFTs totaling **$3,087,116.38** as listed on the accompanying Accounts Payable Warrant Register of **Sep 23, 2025** are approved as presented, with the exception of the following voided and replacement warrants:

Voided Check Number	Vendor	Check Date	Amount	Reason for Void or Replacement
			$0.00	
	TOTAL OF VOIDED CHECKS		**$0.00**	
	*** TOTAL OF REPLACEMENT CHECKS**		**$0.00**	

* Replacement checks reported in previous warrant registers have no impact to the grand total.

9/16/25
ACCOUNTING AND FINANCE MANAGER

9/16/25
DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on **SEP 23, 2025** at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above warrants, wire transfers & ETFs, as approved.