



GARDENA BEAUTIFICATION COMMISSION

Regular GBC Meeting Notice and Agenda

Website: www.cityofgardena.org

Thursday, November 20, 2025, 5:30 PM

Management Information Center (M.I.C) - Council
Chambers

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

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

2. **ATTEND THE MEETING IN PERSON**

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

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

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

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

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

Thank you for your attendance and cooperation

1. CALL TO ORDER

1. Darlene Castillo
2. Paulette C. Francis
3. Sam Kang
4. Paula May
5. Daniel Medina
6. Ochuwa Oghie
7. Giovanni Rivera
8. Esther Trujillo

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

This is the time where the public may address the Beautification Commission on items that are not on the agenda, but within the Beautification Commission jurisdiction. Comments should be limited to three minutes.

4. APPROVAL OF MINUTES

A. Approve Minutes- Regular Meeting of the Beautification Commission, September 18, 2025

B. Approve Minutes- Special Meeting of the Beautification Commission, October 23, 2025

5. FINANCE REPORT

A. Approve Finance Report Ending - September 30, 2025

B. Approve Finance Report Ending - October 31, 2025

6. COMMISSION MEMBER COMMUNICATIONS

A. Police Department Update on Graffiti and Illegal Dumping

7. STAFF LIAISON REPORT

A. Upcoming City Events

8. OLD BUSINESS

A. Community Garden Discussion

B. Keep Gardena Beautiful Day 2025 Review

9. NEW BUSINESS

A. Holiday Home Decoration Contest Overview

B. Holiday Home Decoration Contest Flyer Review

10. HOME OF THE MONTH

11. ADJOURNMENT

The Gardena Beautification Commission will adjourn to the next meeting at 5:30pm on December 18, 2025.

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

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

Date Posted: November 17, 2025



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: APPROVAL OF
MINUTES
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Approve Minutes- Regular Meeting of the Beautification Commission, September 18, 2025

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager

Attachments

[Beautification Minutes - September 18, 2025.pdf](#)

MINUTES
Regular Meeting Notice and Agenda of the
Gardena Beautification Commission
Thursday, September 18, 2025

The Special Meeting of the Gardena Beautification Commission of the City of Gardena, California, was called to order by Paulette C. Francis, on September 18, 2025, at 5:32 PM in the Management Information Center, at City Hall 1700 West 162nd Street, Gardena, California.

1. **CALL TO ORDER**

Present: Darlene Castillo, Paulette C. Francis, Sam Kang, Paula May, Ochuwa Oghie, Giovanni Rivera, Esther Trujillo, and Staff Liaison Tiffany Alcaraz. Commissioner Daniel Medina was not present.

2. **PLEDGE OF ALLEGIANCE**

A. The Pledge of Allegiance was led by Ochuwa Oghie.

3. **PUBLIC COMMENT**

There was no Public Comment.

4. **APPROVAL OF MINUTES**

A. Approve Minutes- Regular Meeting of the Beautification Commission, August 21, 2025

The minutes for the August 21, 2025, regular meeting were approved. A motion was made by Esther Trujillo and seconded by Ochuwa Oghie.

5. **COMMISSION MEMBER COMMUNICATIONS**

A. Police Department Update on Graffiti and Illegal Dumping

Staff Liaison, Tiffany Alcaraz gave the following update: For the month of August 2025, for graffiti, there were a total of 123 submissions in Gardena Direct and 123 have been completed; for illegal dumping, there were a total of 167 submissions in Gardena Direct and 167 have been completed.

6. **FINANCE REPORT**

A. Approve Finance Report Ending - August 31, 2025

The finance report for the month of August was approved. A motion was made by Darlene Castillo and seconded by Sam Kang.

7. **STAFF LIASON REPORT**

A. Upcoming City Events

Staff Liaison, Tiffany Alcaraz shared flyers and discussed the numerous upcoming City Events.

8. **OLD BUSINESS**

A. Community Garden Discussion

Chairperson, Paulette C. Francis discussed the Community Garden operations and informed the commissioners that an email was sent to the Principal regarding the garden.

9. **NEW BUSINESS**

A. New Commissioner Introduction

New Commissioner, Giovanni Rivera, was introduced to the commissioners and gave a brief introduction of himself.

B. Keep Gardena Beautiful Day T-shirt distribution

Keep Gardena Beautiful T-shirts were distributed to the commissioners who signed up.

C. Halloween Home Decorating Contest Review

The Commissioners received copies of the Halloween Home Decoration Contest Flyer and were reminded to share the flyer and news with the community.

10. **HOME OF THE MONTH**

There was no Home of the Month to vote on.

11. **ADJOURNMENT**

At 5:59 pm, a motion was made by Esther Trujillo and seconded by Darlene Castillo to adjourn the Gardena Beautification Meeting to the next Regular Gardena Beautification Meeting on Thursday, October 16, 2025.

SUBMITTED:

APPROVED BY:

Tiffany Alcaraz, Staff Liaison

Chairwoman Paulette C. Francis



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. B.
Section: APPROVAL OF
MINUTES
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Approve Minutes- Special Meeting of the Beautification Commission, October 23, 2025

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager

Attachments

[Special meeting Minutes October 23 2025.pdf](#)

Minutes for the Beautification Commission

1700 West 162nd Street, Gardena, CA 90247

October 23, 2025, 5:30 PM - October 23, 2025, 6:10 PM

The Special Meeting of the Gardena Beautification Commission of the City of Gardena, California was called to order at October 23, 2025, at 5:30 PM in the Management Information Center, at City Hall 1700 West 162nd Street, Gardena, California.

1. CALL TO ORDER

Present: Darlene Castillo, Paulette C. Francis, Sam Kang, Paula May, Daniel Medina, Giovanni Rivera, Esther Trujillo, and Staff Liaison Tiffany Alcaraz. Commissioner Ochuwa Oghie was not present.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Daniel Medina.

3. PUBLIC COMMENT

None

4. APPROVAL OF MINUTES

There were no minutes.

5. FINANCE REPORT

There was no Finance Report.

6. COMMISSION MEMBER COMMUNICATIONS

There were no Commissioner Communications.

7. STAFF LIAISON REPORT

There was no Staff Liaison Report.

8. OLD BUSINESS

There was no Old Business.

9. NEW BUSINESS

A. Vote for Halloween Home Decoration Contest Winner

The commissioners voted for the Halloween Home Decoration Contest Winner. The Home on the 16000th block of Halldale Ave was chosen as the winner. Commissioners confirmed the date of October 30, 2025 to meet with the homeowner.

10. HOME OF THE MONTH

A. Vote for November Home of the Month

The Commissioners were provided with photos of a Home of the Month nominee which was previously presented to the Commissioners but not chosen.

A motion was made by Esther Trujillo and was seconded by Sam Kang, to make a home on the 19000th block of West 154th Street the November Home of the Month.

11. ADJOURNMENT

At 6:10 pm, a motion was made by Esther Trujillo and seconded by Daniel Medina to adjourn the Special Gardena Beautification Meeting to the next Regular Gardena Beautification Meeting on Thursday, November 20, 2025

SUBMITTED BY:

Tiffany Alcaraz, Staff Liaison

APPROVED BY:

Chairperson Paulette C. Francis



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: FINANCE
REPORT
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Approve Finance Report Ending - September 30, 2025

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager

Attachments

[September Gardena Beautiful Financial Report FY25-26.pdf](#)



GARDENA BEAUTIFICATION COMMITTEE
City Treasurer's Office Report
September 30, 2025

Balance as of August 31, 2025 **\$ 1,022.27**

Monthly Account Activity

Credits/Deposits

Date	Description	
	No Activity	
Total Credits		\$0.00

Debits/Withdrawals

Date	Description	
	No Activity	
Total Debits		\$0.00

Ending balance as of September 30, 2025 **\$ 1,022.27**

Respectfully Submitted,

Danny Rodriguez
Revenue and Purchasing Manager
City of Gardena



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. B.
Section: FINANCE
REPORT
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Approve Finance Report Ending - October 31, 2025

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager

Attachments

[October 2025 Gardena Beautiful Financial Report FY25-26.pdf](#)



GARDENA BEAUTIFICATION COMMITTEE
City Treasurer's Office Report
October 31, 2025

Balance as of September 30, 2025 **\$ 1,022.27**

Monthly Account Activity

Credits/Deposits

Date	Description	
	No Activity	
Total Credits		\$0.00

Debits/Withdrawals

Date	Description	
10/21/25	Quick Color Printing - Halloween Decoration Winner Yard Sign	\$33.15
Total Debits		\$33.15

Ending balance as of October 31, 2025 **\$ 989.12**

Respectfully Submitted,

Danny Rodriguez
Revenue and Purchasing Manager
City of Gardena



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: COMMISSION
MEMBER
COMMUNICATIONS
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Police Department Update on Graffiti and Illegal Dumping

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: STAFF LIAISON
REPORT
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Upcoming City Events

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: OLD BUSINESS
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Community Garden Dicsussion

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. B.
Section: OLD BUSINESS
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Keep Gardena Beautiful Day 2025 Review

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. A.
Section: NEW BUSINESS
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Holiday Home Decoration Contest Overview

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager



City of Gardena

Gardena Beautification Commission Meeting AGENDA REPORT SUMMARY

Agenda Item No. B.
Section: NEW BUSINESS
Meeting Date: November
20, 2025

TO: Members of the Gardena Beautification Commission

AGENDA TITLE: Holiday Home Decoration Contest Flyer Review

ACTION REQUIRED:

placeholder

RECOMMENDATION AND STAFF SUMMARY:

placeholder

FISCAL IMPACT/COST:

APPROVED:

Clint Osorio, City Manager