GARDENA ECONOMIC BUSINESS ADVISORY COMMISSION

Regular GEBAC Meeting Notice and Agenda

Website: www.cityofgardena.org

Wednesday, May 20, 2026, 11:30 AM

Nakaoka Community Center, 2nd Floor, Room D

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 Board/Commission/Committee 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. Written public comments will be provided to the Gardena Economic Business Advisory Commission and will be part of the record but will not be read aloud.
2. **ATTEND THE MEETING IN PERSON**
   PUBLIC COMMENT: The Gardena Board/Commission/Committee 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 Board/Commission/Committee considers the item or during Public Comment.
   - If you wish to address the Gardena Board/Commission/Committee, 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 Board/Commission/Committee. The Board/Commission/Committee 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 Board/Commission/Committee 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

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1. CALL MEETING TO ORDER

2. ROLL CALL

1. Josh Bettencourt, Chair
2. Paul Giuliano, Vice-Chair
3. Jules Laross Kanhan
4. Kale Morita
5. Gilbert Bernal, Jr.
6. Christyna Giles Washington
7. Donald Penegar
8. Vacant
9. Vacant
10. Vacant

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

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

5. APPROVAL OF MINUTES

5.A. **Gardena Economic Business Advisory Commission Approval of Minutes for January 21, 2026**

6. NEW BUSINESS / MEMBER INITIATIVES

6.A. **Recommendation on the Re-appointment of John Matheson to Serve as the Board Member of the South Bay Workforce Investment Board (SBWIB)**

6.B. **Discussion of the Bylaws**

7. CITY MANAGER COMMUNICATIONS

8. STAFF COMMUNICATIONS

9. COMMISSIONER COMMUNICATIONS

10. ADJOURNMENT

The Gardena Economic Business Advisory Commission will adjourn to the next meeting at 11:30am on July 15, 2026.

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: May 15, 2026

MINUTES
Regular GEBAC Meeting of the
Gardena Economic Business Advisory Commission
Wednesday, January 21, 2026

The Regular GEBAC Meeting Notice and Agenda of the Gardena Economic Business Advisory Commission of the City of Gardena, California, was called to order at 11:30 AM on Wednesday, January 21, 2026, in the Nakaoka Community Center, 2nd Floor, Room D at 1670 W. 162nd Street, Gardena, California.

1. CALL MEETING TO ORDER

The meeting was called to order at 11:34 AM.

2. ROLL CALL

Present: Chair Joshua Bettencourt; Vice-Chair Paul Giuliano; Commissioner Gene Hale, Commissioner Jules Laross Kanhan; Commissioner Kale Morita; Commissioner Christyna Giles Washington; and Commissioner Donald Penegar. Employees present: Economic Development Manager Jackie Choi; Assistant City Attorney Ivy Tsai and Administrative Analyst I Georgina Placido.

Commissioner Moe Shemirani, and Commissioner Naresh Solanki were absent during roll call.

Commissioner Gilbert Bernal Jr. was absent.

3. PLEDGE OF ALLEGIANCE

Chair Joshua Bettencourt led the Pledge of Allegiance.

4. PUBLIC COMMENT

Chair Bettencourt noted that no members of the public were present, and no member of the public wished to speak to the Gardena Economic Business Advisory Commission.

5. APPROVAL OF MINUTES

5.A. Gardena Economic Business Advisory Commission Approval of Minutes for September 17, 2025.

MOTION: A motion was made by Vice-Chair Paul Giuliano and seconded by Commissioner Kanhan to approve the minutes of the meeting on September 17, 2025:

Ayes: Bettencourt, Giuliano, Hale, Kanhan, Morita and Penegar
Noes: None
Absent: Bernal, Shemirani, Solanki
Abstain: Washington

6. NEW BUSINESS / MEMBER INITIATIVES

6.A. Discussion on Imposing Local Hiring Goals

Chair Bettencourt inquired if anyone had any input regarding the Local Hiring Goals.

Economic Development Manager Jackie Choi provided a brief overview to the Commissioners who were not present at the last meeting, summarizing the discussions that took place. She outlined the goals that were discussed: first, the commission aims to establish an inspiring goal and good faith effort for local hiring to be considered by the City Council; second, they need to decide whether these goals should apply only to private development, public development, or both. The intention is to document these goals in a memorandum for the City Council's consideration.

Vice-Chair Giuliano recommended that Commissioner Hale present his recommendations since he originated the initiative for local hiring.

Commissioner Hale stated that his objective is to enhance the City of Gardena by advocating for good faith efforts to support local businesses within the city. He elaborated on his perspective and recommendations regarding this matter.

Commissioners Moe Shemirani and Naresh Solanki announced their late arrival at the meeting.

Chair Bettencourt added that his recommendations would apply to both private and public development, and Commissioner Hale concurred.

Ms. Choi introduced Ivy Tsai, the new Assistant City Attorney from Jones and Mayer. She was available to provide any necessary legal advice and answer questions.

Commissioner Washington sought confirmation on the matter and requested clarification regarding the proposed policy. Commissioner Hale addressed her inquiry, emphasizing the importance of enforcing local hiring for new developments in Gardena.

Chair Bettencourt noted that this matter represents a significant change for the city. He confirmed that the commission agreed to move forward with the recommendations and take action on the item. He stressed the importance of considering the legal aspects, ensuring the recommendations are documented, and that contractors follow the goals of local hiring and good faith efforts.

Commissioner Hale provided his perspective and an example of how potential contractors can bid on projects while adhering to the city's established goals and reporting requirements.

Assistant City Attorney Tsai provided her recommendations to ensure that the Commission effectively captures the policy objective to present to the City Council for their consideration.

Chair Bettencourt inquired whether city staff had examples of best practices from other cities that have successfully implemented similar goals. Ms. Choi responded to his questions and provided information on various local hiring programs, including the City of Los Angeles Local Hiring Program, the City of Pasadena First Source Hiring Program, and the City of Rancho Cucamonga for local businesses. She noted that while these programs have been implemented, they lack a monitoring system and rely on good faith efforts from the participants.

Ms. Choi emphasized that the cities she mentioned operate as charter cities, whereas Gardena is a general law city. She also pointed out that no city in the South Bay currently has a program or policy in place related to local hiring. Additionally, she informed the commission about ongoing efforts by the City Council regarding development agreements for projects in Gardena. She highlighted that developers are required to provide the city with quarterly reports detailing the amounts spent both within and outside of Gardena.

Chair Bettencourt had questions about the legal aspects of monitoring and non-monitoring within the program to ensure its effectiveness. Assistant City Attorney Tsai responded with detailed answers to his inquiries.

Chair Bettencourt asked if it was possible to adopt an existing policy that has proven successful in other cities. Assistant City Attorney Tsai provided an informative response.

Commissioner Washington shared her perspective and asked Ms. Choi if she could provide the goal percentage achieved from current development agreements. Ms. Choi mentioned that she did not have the latest statistical information available, but she provided an approximate percentage, noting that it varies month to month.

Commissioner Hale stepped in to clarify that local hiring, and development goals are two separate issues. He recommended that city staff examine agreements from the City of Los Angeles to gain a better understanding. Assistant City Attorney Tsai inquired whether his focus was on local small businesses, local hiring, or both. Commissioner Hale confirmed that he was focused on both.

Chair Bettencourt requested that City Attorney Tsai or Ms. Choi summarize the differences between what was discussed and what is currently being imposed by the city. Ms. Choi responded with a detailed explanation.

There was a discussion about establishing an affirmative policy goal statement to enforce local hiring for public and private development in the city. This discussion included Assistant City Attorney Tsai, Ms. Choi, Chair Bettencourt, and Commissioners Hale, Washington, and Kanhan. The proposed policy goal will be presented to the City Council for their consideration. Assistant City Attorney Tsai went over the proposed policy goal to ensure that the commission was in agreement.

Chair Bettencourt asked if all Commissioners agreed with the proposed policy goal and if anyone had any additional suggestions. All Commissioners expressed their agreement.

Ms. Choi informed the Commission that once the memorandum is drafted, the draft will be shared with the Commission.

Ms. Choi also reminded the Commissioners that GEBAC will be giving a presentation at the next City Council Meeting, during which the Council will receive an update on the proposed policy goal statement.

7. CITY MANAGER COMMUNICATIONS

No reportable items by the City Manager.

8. STAFF COMMUNICATIONS

Economic Development Manager Jackie Choi reported on the actions taken by the city council.

1) Updates provided regarding the Gardena Boulevard Façade Improvement Program, including:
    - The awarded contract to Willdan Engineering for professional services to manage the Gardena Boulevard Revitalization Program;
    - Details about the application process; and
    - Information on two community meetings.

Chair Bettencourt requested that staff keep the Commission updated as the program progresses, and Ms. Choi agreed to do so.

9. COMMISSIONER COMMUNICATIONS

1) COMMISSIONER HALE – He announced that this would be his last GEBAC meeting and expressed his appreciation to the Commission and all the Commissioners. He stated that he would be available to answer any questions regarding the proposed policy goal statement related to local hiring.

   The Commission responded by thanking Commissioner Hale for his dedication and expressing their gratitude.

2) CHAIR BETTENCOURT – No items to report.

3) VICE-CHAIR GIULIANO – No items to report.

4) COMMISSIONER KANHAN – No items to report.

5) COMMISSIONER SOLANKI – No items to report.

6) COMMISSIONER SHEMIRANI – No items to report.

7) COMMISSIONER MORITA – No items to report.

8) COMMISSIONER WASHINGTON – No items to report.

9) COMMISSIONER PENEGAR – No items to report.

10. ADJOURNMENT

Chair Bettencourt adjourned the meeting at 12:19 PM.

SUBMITTED: APPROVED BY:

______________________________ ______________________________

Georgina Placido, Secretary Joshua Bettencourt, Chair

SOUTH BAY WORKFORCE INVESTMENT BOARD
SBWIB
www.sbwib.org

April 21, 2026

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

Dear Mr. Bettencourt:

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

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

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

Based upon the composition of the SBWIB, the City of Gardena is entitled to three (3) private sector business seats and one (1) economic and community development seat. The business private sector seat held by Mr. John Matheson, Owner of Rotex, has a term of office expiring June 30, 2026. Mr. Matheson has been a valuable member of the Board and has expressed interest in serving another term of office on the SBWIB. Therefore, it is requested that the City of Gardena's Economic Development Advisory Commission please take one of the following actions: (1) re-nominate Mr. John Matheson to the SBWIB, or (2) nominate another individual with optimum policymaking authority within their organization, perhaps an individual holding a upper-level position such as CEO, President, etc., to serve a four-year term of office expiring June 30, 2030. Members are expected to attend our quarterly Board meeting in addition to one quarterly Committee meeting to which they are assigned. Your efforts in this regard are greatly appreciated.

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

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

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

Sincerely,

Jan Vogel
Executive Director

CITY OF GARDENA

GARDENA ECONOMIC BUSINESS ADVISORY COMMISSION

BYLAWS

Approved ________, 2026

SECTION I. NAME OF COMMISSION

The name of the Commission is the Gardena Economic Business Advisory Commission, hereinafter referred to as the “GEBAC”

SECTION II. HISTORY

On July 27, 2021, the City Council of the City of Gardena codified the former Gardena Economic Development Advisory Committee as a commission. The authorities and duties delegated by the City Council are found in the Gardena Municipal Code (GMC) Chapter 2.66.

SECTION III. PURPOSE

Its mission is to promote economic opportunities by establishing and preserving a business and job friendly environment to attract and retain businesses, industry and commerce, that will enhance Gardena’s economic viability, financial stability, and improve the overall quality of life of its residents.

SECTION IV. MEMBERSHIP

A. Membership of the Commission shall be the following members:

The GEBAC shall consist of eleven (11) members. The mayor and each council member shall have the right to nominate two (2) members, and the city manager shall nominate one (1) member, and such nominations shall be honored by ratification and confirmation by a majority vote of the membership of the council.

B. Terms shall be as follows:

1. The term of office for each member of the GEBAC shall be coterminous with the term of the council member who nominated the commissioner.

2. Each commissioner shall serve at the pleasure of the council, and such appointments may be terminated by a majority vote of the membership of the council.

1. Each commissioner shall serve until a successor is appointed.

2. Commissioners may be reappointed.

C. Attendance and Reasons for Removal

1. Members shall notify the Chairperson or staff member in the event of an anticipated absence.

2. Any GEBAC commissioner who absents himself or herself from any three consecutive regular meetings of the GEBAC or who is absent from a total of four regular meetings of the commission in any twelve-month period shall thereby automatically forfeit his or her position as a member of the commission and the name of such person shall be automatically removed from the membership of the commission.

3. Staff will maintain attendance records.

4. Commission members will be required to annually file FPPC Form 700 Conflict of Interest or such other filings as required by law, with the City Clerk.

D. In the event of a vacancy on the Commission, the secretary of the commission shall thereupon promptly notify the council of such fact, whereupon the vacancy so created shall be filled.

SECTION V. COMMISSION ORGANIZATION

A. Meeting Schedule

1. The Commission shall meet once every other month at a time and place in the city to be determined by the commission. No meeting shall be scheduled on a legal holiday.

2. The Chairperson or a majority of the Commission may call special meetings.

B. Quorum and Voting

1. A majority of appointed members must be present to constitute a quorum.

2. Each member shall have one vote.

3. A majority vote of members present is necessary to carry any motion.

4. In the absence of a quorum for a regular meeting, a special meeting may be scheduled, if deemed necessary, by the Chairperson.

5. Commission Liaisons shall not have a vote and shall not be counted as members for purposes of establishing a quorum.

C. Standard Rules of Parliamentary Procedures

1. The generally accepted rules of parliamentary procedures shall govern all proceedings of the Commission.

2. All meetings of the Commission shall be open to the public.

D. Compliance with Brown Act Laws

It shall be the policy of this Commission that meetings of the members shall comply with Section 54950.5 of the Government Code known commonly as the Ralph M. Brown Act.

E. Officers and Elections

1. The Commission shall have the following officers: Chairperson and Vice- Chairperson.
   a. The Chairperson and the Vice-Chairperson shall be elected by the membership. Elections shall be held in May or soon thereafter of each two (2) years.
   b. No person shall serve more than two (2) consecutive terms as a Chairperson or a Vice-Chairperson.
   c. Elections shall be held or appointments shall be made to fill vacancies in these positions as they occur or as soon thereafter as is practical.

2. The Chairperson shall act as facilitator at all Commission meetings and shall have the following responsibilities:
   a. To conduct meetings under the precepts of the generally accepted rules of parliamentary procedures.
   b. To encourage active participation of all members.
   c. To coordinate with staff on preparation of agendas.
   d. To make presentations to the City when appropriate.
   e. To appoint an Acting Chairperson in the event that notice is given by both the Chairperson and Vice-Chairperson that they will be absent at a meeting.
   f. To call special meetings as needed.

3. The Vice-Chairperson shall act as Chairperson in the absence of the Chairperson or in case of the inability of the Chairperson to act.

F. Role of Staff

1. Maintain attendance records.
2. Prepare summary minutes of all meetings.
3. Arrange for filling vacancies as necessary.
4. Prepare agendas in consultation with the Chairperson and deliver agendas to members and City Clerk before scheduled Commission meetings.
5. Provide information necessary for Commission work.
6. Assure compliance with applicable laws.
7. Lend professional expertise.
8. Track staff time spent on Commission work.
9. Furnish copies of special reports and comments of the Commission to the City Council.
10. Publicize public meetings as called for by the City Council.
11. Keep an up-to-date file relating to Commission business.

SECTION VI. CODE OF CONDUCT

The Commission shall comply with the Code of Conduct adopted by City Council Resolution No. 6695, as amended.

SECTION VII. AMENDMENTS

These Bylaws may be altered, amended, or repealed at any regular or special meeting of the Commission as necessary by a majority vote of the Commission.