CITY OF DUARTE
AGENDA
REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010
Tuesday, July 14, 2026
7:00 PM

MISSION STATEMENT
With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our diverse community's future.

Tera Martin Del Campo, Mayor
Samuel Kang, Mayor Pro Tem
Margaret Finlay, Councilmember
Toney Lewis, Councilmember
Vinh Truong, Councilmember
Cesar A. Garcia, Councilmember
Martin Calderon, Councilmember

City/Authority Staff:
Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Thai Viet Phan, City Attorney
Frances Jimenez, City Clerk

ADA ACCESSIBILITY NOTICE:
In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice:
Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall,

1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice:
Duarte City Council meetings are videotaped for later broadcast. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto https://www.cityofduarte.ca.gov/home, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link.

Public comment:
In-Person: Members of the public may provide in-person comments at the podium in the Council Chamber. Speakers who wish to address the Council must do so by submitting a speaker card **prior to the start of Closed Session for Closed Session items and prior to the start of the Regular Meeting for all other designated public comment periods as listed below**. Comments for public hearings will take place after the hearing is opened. Cards will not be accepted after the start of the meeting without the permission of the presiding chair. **Speakers shall be limited to three (3) minutes per person per designated public comment period.** At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Members of the public may submit written comment by emailing duarte91010@cityofduarte.ca.gov, prior to 4:00 p.m. on the day of the meeting. The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published. Comments will be distributed to the City Council and made available for public review.

Virtual Public Comment: Members of the public may provide live comments during the meeting by Zoom or by phone. To join by Zoom click on or type the following address into your web browser http://www.zoom.us/join and enter MEETING ID: 824 3739 5412. To join the Conference Call: Dial (646) 558-8656 and enter MEETING ID: 824 3739 5412#. You will be prompted by the City Clerk when it is time for designated public comment periods. Virtually raise your hand from Zoom or dial *9 from your phone to join the queue to speak. Staff will call your name or the last four digits of your phone number when it is your time to speak. Press the microphone icon on Zoom or dial *6 to unmute. Callers are encouraged, but not required, to identify themselves by name for the record. Please mute other devices when it is your turn to speak. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

   A. City Manager Written Comments

2. ADOPTION OF THE AGENDA

3. PLEDGE TO THE FLAG

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

   Members of the public may address the City Council on agenda items listed under Special Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

5. SPECIAL ITEMS

   A. Community Development Department Update

   B. Parks and Recreation Department Update

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

   Members of the public may address the City Council on matters which are not on the agenda but are within the subject matter jurisdiction of the City Council. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

   Members of the public may address the City Council on agenda items listed on the Consent Calendar. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

9. CONSENT CALENDAR

   A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)

B. Approve absence(s) of City Councilmember(s) from the City Council meeting

C. Approval of Minutes - June 23, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of June 23, 2026.

D. Approval of Warrants - July 14, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of July 14, 2026.

E. Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report for the month of May 2026.

F. Community Development Department Update

Recommended Action: Receive and File the Community Development Department Update.

G. Parks and Recreation Department Update

Recommended Action: Receive and File the Parks and Recreation Department Update.

H. Parks Make Life Better Proclamation

Recommended Action: Proclaim the month of July as Parks Make Life Better Month.

I. Approval of Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to Provide On-Site Live-Switching and Recording of City Council Meetings

Recommended Action: 1) Approve Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to provide on-site live-switching and recording of City Council meetings; and 2) Authorize the City Manager to execute Amendment No. 1 to the Agreement.

J. Approval of Agreement with The Retail Coach, LLC To Provide Retail Recruitment Consulting Services

Recommended Action: Authorize the City Manager to approve a Professional Services Agreement with The Retail Coach, LLC. to provide retail recruitment consulting services in the Economic Development Expenses account number (100-1405-7975).

K. Professional Services Agreement with Moreland Planning Solutions to develop an SB 79 Overlay Zone and Budget Amendment Approval

Recommended Action: Authorize the City Manager to sign a Professional Services Agreement with Moreland Planning Solutions and approve a budget amendment of

$54,000 to the Affordable Housing Fund in account 6815-7965.

L. Notice of Completion – Community Center Main Entry Door Replacement – Project No. 26-12

Recommended Action: Authorize the Notice of Completion for the Community Center Main Entry Door Replacement in the amount of $32,000.

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

Members of the public may address the City Council on agenda items listed under Business Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

13. BUSINESS ITEMS

A. Budget Amendment for Clerk/Typist Receptionist Position

Recommended Action: Approve a $65,000 budget amendment to account nos. 100-1010-7002, 100-1010-7071, and 100-1010-7072 to fund the position of Clerk/Typist Receptionist.

B. Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference and Expo

Recommended Action: Discuss and designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

14. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

15. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (https://www.cityofduarte.ca.gov/) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 9th day of July 2026.

Frances Jimenez
City Clerk

MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: July 7, 2026
SUBJECT: Comments on Agenda Items, Meeting of July 14, 2026

ITEM 5.A. (Special Items). Community Development Department update - Community Development Director Hensley will provide an update for the council.

ITEM 5.B. (Special Items). Parks and Recreation Department update - Parks and Recreation Director Enriquez will provide an update for the council.

ITEM 9.E. (Consent Calendar). The Finance Department has submitted the monthly report for May of 2026 for review.

ITEM 9.F. (Consent Calendar). The Community Development Department has submitted the monthly report for July 2026 for review.

ITEM 9.G. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for July 2026 for review.

ITEM 9.H. (Consent Calendar). Proclamation - The California Park & Recreation Society has released a statewide public awareness campaign, "Parks Make Life Better!®" to inform citizens of the many benefits of utilizing parks, facilities, programs, and services. Therefore, the City of Duarte declares the month of July as "Parks Make Life Better!®" Month.

ITEM 9.I. (Consent Calendar). Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to Provide On-Site Live Switching and Recording of City Council Meetings - On July 15, 2024, the City entered into a Professional Services Agreement ("Agreement") with Bakers Man Productions to provide on-site live-switching and recording services for City Council meetings. The Agreement established an initial one-year term through July 15, 2025, with the option to extend the Agreement for up to two additional one-year terms. As the City has already exercised one of those extensions and desires to continue utilizing Bakers Man Productions' services beyond the remaining optional extension period, Amendment No. 1 extends the Agreement term through July 15, 2029. In addition to extending the Agreement term, Amendment No. 1 updates the consultant's fee schedule to reflect an increase in the per-meeting rate from $300 to $315. The Amendment also increases the total not-to-exceed compensation amount from $19,800 to $34,935 to accommodate the extended term and updated fee schedule.

ITEM 9.J. (Consent Calendar). Agreement with The Retail Coach, LLC To Provide Retail Recruitment Consulting Services - The City Council has prioritized recruiting national retail brands to fill vacant and underutilized sites throughout the City. To address this high need priority, and to maintain the positive momentum built from attracting retail chains such as Vallarta and Skyzone, City staff met with the consulting firm The Retail Coach, LLC ("TRC") to develop a retail strategy and assist with the City's ongoing efforts to recruit national retail businesses. The project timeline is one year. The first six months will be focused on research & market analysis, and marketing & branding reports. The remainder of the agreement is focused on recruiting businesses that align with Duarte's needs. The Fiscal Impact of the agreement will not exceed $44,500 and was already included in the FY 2026/27 budget.

ITEM 9.K. (Consent Calendar). Professional Services Agreement with Moreland Planning Solutions to

Develop an SB 79 Overlay Zone - SB 79 was passed by the State Legislature in 2025 and signed by the Governor. The Bill took effect on July 1, 2026. This new law is intended to increase housing production near transit stops. It requires that very high density residential development be permitted on residential, commercial, or mixed-use development properties within ½ mile of a transit stop. In Duarte's case, because the population is less than 35,000, the impacted area is within ¼ mile of access points to the A Line Station. The timeline from the Bill being signed into Law and its July 1, 2026, implementation date was extremely short. SCAG was tasked with preparing SB 79 maps that would clearly define impacted areas, but those maps have only recently become available in draft form. Moreland Planning Solutions is a planning consulting firm that provides professional services and has specific experience in similar zoning projects. The president of Moreland Planning Solutions, John Moreland, has worked with the City in the past when he was with a different consulting firm. He will be the project manager and main point of contact for this project. The firm is in the process of preparing SB 79 plans for other cities and is well prepared to complete this project. The first phase of the project will be mapping and data collection to determine the properties that are impacted followed by an initial neighborhood "kick off" meeting targeted to property owners in the impacted area. There will be a second neighborhood meeting to discuss the draft plan. If necessary, there are two additional workshops included in the budget. The final product will be a final SB 79 overlay plan that will meet all State requirements. This includes hearings at the Planning and Economic Development Commission and at the City Council. The scope of services includes a cost of $48,930, plus a 10% contingency and will impact the Affordable Housing Fund.

ITEM 9.L. (Consent Calendar). Project No. 26-12 - Notice of Completion – Community Center Main Entry Door Replacement - The Community Center Door Replacement Project commenced on February 10, 2026, and was completed on June 22, 2026. The project was completed with minimal issues, with the only notable delay being an extended shipment timeline for the replacement door. Despite this minor delay, all other aspects of the project progressed smoothly and were completed as planned. The project included the installation of a new entry door designed to improve accessibility, functionality, and visibility for community members and City staff. The upgraded door complies with ADA requirements and provides a more noticeable and user-friendly point of entry and exit for community meetings, classes, and facility rentals, enhancing the overall experience and safety of facility users. Funds are available and budgeted for in Fiscal Year 2025/26 from the General Fund (100-1610-8100) in the amount of $32,000.

ITEM 13.A. (Business Items). Budget Amendment for Clerk/Typist Receptionist Position - To increase communications between staff and the public, as well as increase the public's customer service experience, City staff assessed that recruiting a Clerk/Typist Receptionist is a significant step toward addressing these objectives. The position is not funded in the FY 26-27 Fiscal Year Budget. Therefore, a budget amendment needs to be approved by Council to recruit for this position. The proposed budget amendment would cover the position's base salary of approximately $52,000 per year as well as the position's retirement, health insurance, and other benefits. The approximate total fiscal year budget amount is $65,000.

ITEM 13.B. (Business Items). Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference and Expo - Each year the League of California Cities holds their Annual Conference and Expo where the General Assembly will convene. The General Assembly is a meeting of the collective body of all voting delegates, one from every member city. Delegates, who are council appointed city officials, will represent the city by casting a vote on various resolutions, which if approved becomes Cal Cities policy. Participation in the General Assembly allows for the City of Duarte to advocate for local control and ensure the community's interests are being heard when policymaking is underway. This year the conference will be taking place September 23-25, 2026, at the Anaheim Convention Center with the General assembly meeting occurring on Friday, September 25, 2026. Per the CalCities bylaws, member cities must designate a voting delegate and up to two alternates through council action. Said delegates and alternates will need to register for the conference. Once the designation has been made the delegate will be able to vote on matters on behalf of the City of Duarte.

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

Tuesday, June 23, 2026
7:00 PM — Regular Session

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 7:07 p.m.

Councilmembers Present:	Lewis, Truong, Calderon, Kang, Tra Martin Del Campo
Councilmembers Absent:	Finlay, Garcia
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Larry Breceda, Director of Public Safety Services Manuel Enriquez, Director of Parks and Recreation Andres Rangel, Assistant to the City Manager Frances Jimenez, City Clerk Brianna Solis, Deputy City Clerk Stephanie Sandoval, Public Works Manager Kaden Espino, Assistant Civil Engineer

2. ADOPTION OF THE AGENDA

Moved by Councilmember Lewis, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt the agenda.

AYES:	LEWIS, TRUONG, CALDERON, KANG, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	FINLAY, GARCIA

3. PLEDGE TO THE FLAG

The flag salute was led by Melissa Sanchez Quintero.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Public Safety Department Update

Director Breceda reported a 22.3% year-to-date increase in Part 1 crimes compared to 2025; discussed ongoing efforts to implement community education initiatives and conduct specialized saturation patrols in high-targeted areas; indicated that these efforts have contributed to reductions in Part 1 crimes, however, criminal activity has shifted dates and times; emphasized the Department's canvassing program, with special assignment deputies and community service officers developing investigative leads following reported crimes, citing a recent theft case as an example of its effectiveness and underscoring the consequences of committing a crime within the City. In addition, Director Breceda reported that crime rates remain 25.4% lower than 2021 levels, reflecting a downward trend despite a slight increase over the past year; shared that the Los Angeles Sheriff's Department received grant funding to support DUI saturation patrols; and acknowledged the positive feedback regarding the two additional Neighborhood Watch meetings held in May and thanked City Council for their attendance. Lastly, he reported an unofficial increase in the homeless population from four individuals to six this past month, as well as increased activity within the riverbed and stated that the saturation patrols in these areas continue and are conducted on alternating schedules to enhance enforcement effectiveness.

Per questions asked by City Council, Director Breceda shared that there has been increased homeless activity around the trains due to the FIFA World Cup; stated that much of the activity originated from outside the City; noted that individuals entering the City are generally not remaining in the area; and explained that this has contributed to the increase in observed foot traffic. In response to additional questions, Director Breceda reported that surveillance cameras are already installed within the targeted zones; noted funding has been requested in the budget to install and modify additional cameras; and stated that the City's current priority is to reduce vehicle-related crimes before repositioning surveillance cameras.

The City Council acknowledged the increase in homeless-related activity but noted that it does not appear to be reoccurring; expressed appreciation for the efforts of City staff; and encouraged residents to keep valuables out of plain sight in their vehicles.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events. The City Council expressed excitement about the upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Public Works Manager Sandoval introduced the City's new Assistant Civil Engineer, Kaden Espino.

Dialogue followed with the City Council welcoming Assistant Civil Engineer Espino's to the City of Duarte.

Russell Berry shared a personal story about his youth; announced that he is establishing a chess club and poetry night at Pamela Park; and highlighted the positive impact these activities have on local youth and the community.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. CONSENT CALENDAR

A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA).

B. Approve absence(s) of City Councilmember(s) from the City Council meeting.

C. Approval of Minutes - June 9, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - June 23, 2026 (CC/HA/FA).

E. Receive and File the Public Safety Department Update.

F. Receive and File the Strategic Plan Update.

G. Second Reading and Adoption of Ordinance No. 26-05.

H. Acceptance of the Notice of Completion: Fiscal Year 25-26 CDBG ADA Curb Ramps Project No. 26-14, CDBG Project No. 602731-25 in the amount of $128,052.00.

I. Adoption of the City Street Pole Banner Policy.

J. Approval of Amendment No 1 to the Information Technology Service Agreement with Maxtreme Inc.

K. Approval of Fiscal Year 2025-2026 Year-End Appropriation Adjustments to the General Fund, Proposition A, Proposition C, Measure R annual budget.

L. Approval of City Council Expenses.

Moved by Councilmember Calderon, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to adopt items 9A-9L of the Consent Calendar.

AYES:	LEWIS, TRUONG, CALDERON, KANG, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	FINLAY, GARCIA

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Community Development Block Grant (CDBG) Program: A Resolution Approving Participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the period July 1, 2027 through June 30, 2030

Tina Gall, LDM Associates, Inc., Community Development Block Grant (CDBG) Consultant announced the request for the City to continue its participation in the Los Angeles Urban County CDBG Program; noted the past practices of Los Angeles County and cities that fall within the Los Angeles Urban County; reiterated the request for the City to continue its three-year participation with an effective date of July 1, 2027, through June 30, 2030; and highlighted that the City will enter into a cooperation agreement with the Los Angeles County Development Authority.

In response to questions made by City Council, CDBG Consultant Gall explained that CBDG funding generally decreases 2% annually; anticipated that the City will receive $110,000 for Fiscal Year 2026–27, effective July 1, 2026, with final allocations to be awarded in the spring; and noted the continued decline in funding. In addition to more questions, she explained that increases beyond the annual allocation are uncommon but may occur though the redistribution of unspent funds and noted that annual allocations are determined by Los Angeles County and the U.S. Department of Housing and Urban Development.

Moved by Councilmember Lewis, seconded by Councilmember Truong, and carried by the following vote of the City Council to 1) Adopt Resolution No. 26-23 approving continued participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program by entering a three-year Cooperation Agreement with the County of Los Angeles effective July 1, 2027 through June 30, 2030; 2) Authorize the City Manager, or designee, to execute all necessary contract documents with the Los Angeles County Development Authority (LACDA) in a form approved by the City Attorney; and, 3) Authorize adjustments due to changes in CDBG Program requirements and/or as needed due to programmatic interpretations by LACDA.

AYES:	LEWIS, TRUONG, CALDERON, KANG, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	FINLAY, GARCIA

B. Second Amendment to the City Manager Employment Agreement

City Attorney Phan provided background information on the original agreement approved in June 2023; stated that the proposed amendment includes a 2.5% salary increase and an addition of $500 per month in deferred compensation effective July 1, 2026; noted that, effective July 1, 2027, the City Manager would receive a 3.5% salary increase contingent upon meeting City Council expectations and standards, an additional $400 per month in deferred compensation, and 40 hours of paid bereavement leave; and recommended the City Council discuss and adopt the Second Amendment to the City Manager Employment Agreement.

The City Council expressed appreciation for City Manager Villalobos's efforts in organizing and ensuring all staff are working cohesively and shared that the City has many great opportunities to prosper.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to discuss and adopt the Second Amendment to the City Manager Employment

Agreement.

AYES:	LEWIS, TRUONG, CALDERON, KANG, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	FINLAY, GARCIA

C. Consolidated and Comprehensive Citywide Salary Schedule Effective July 1, 2026

Assistant City Manager / Director of Administrative Services Petersen shared that the City is in the third year of a Memorandum of Understanding (MOU) with employee groups; noted that the consolidated salary schedule is now available and combines three groups; highlighted that the schedule will take effect on July 1, 2026, for both unrepresented employees and the City Manager, and on July 5, 2026, for represented employees; and recommended the City Council adopt Resolution No. 26-24 establishing the Citywide Salary Schedule effective July 1, 2026 and then effective July 5, 2026, pursuant to the MOU.

The City Council expressed surprise that three years had already passed; reflected on the knowledge gained through service to the City; and thanked the City staff for their efforts.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt Resolution No. 26-24 establishing the Citywide Salary Schedule Effective July 1, 2026.

AYES:	LEWIS, TRUONG, CALDERON, KANG, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	FINLAY, GARCIA

14. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

Parks and Recreation Director Enriquez reported he attended the California JPIA Certified Praesidium Guardian Program training; expressed enthusiasm about applying the training to benefit the community; and thanked City Council and City Manager Villalobos for the opportunity to attend.

Assistant City Manager / Director of Administrative Services Petersen announced that the new operating budget will be available following a minor revision; expressed appreciation for City staff's efforts; noted that the budget theme aligns with the Strategic Plan adopted this year; and thanked City Manager Villalobos for his leadership throughout the process.

City Manager Villalobos thanked the City Council for extending his contract for an additional two years; stated that he is working on the benchmarks identified in his evaluation; shared his attendance at the Duarte Rotary Club Installation Dinner; commended Public Safety Services Director Breceda for his service as President of the Duarte Rotary Club; and reported attending One Nation Under Gol and expressed enthusiasm for future Olympic-related opportunities.

Councilmember Calderon shared his attendance at One Nation Under Gol; expressed enthusiasm about the Parks and Recreation Department's Olympic-related upcoming events; announced his attendance at the Water Academy hosted by Water Education for Latino Leaders (WELL) joined with Councilmember Garcia; highlighted key topics discussed; and encouraged residents to stay informed on water-related issues.

Councilmember Lewis reported attending the Monrovia, Arcadia, Duarte (MAD) Town Council meeting; noted that he was unable to attend One Nation Under Gol; shared information regarding grants available for community watch parties and stated he would continue monitoring grant opportunities; and thanked Russell Berry for initiating activities for the City’s youth and community while sharing a personal story between them.

Councilmember Truong provided clarification regarding a published article; shared appreciation for City Manager Villalobos and various Councilmembers for their regular attendance at Tri-City meetings; thanked Senator Rubio for providing funding for the City; commended Supervisor Barger for the support given to Duarte; and recognized Councilmember Kang for his involvement in the creation of the Tri-City Working Group, followed by City of Azusa Mayor Gonzales and former Duarte Councilmember Schultz. He also informed the community that the Tri-City Working Group was created to address the homelessness in the riverbed; provided background on the potential lease of Lario Park and noted that Los Angeles

County withdrew its rights of first refusal; stated that the City is exploring opportunities to assume the lease; thanked Cities of Azusa and Irwindale, City Manager Villalobos, fellow Councilmembers, and former Duarte Councilmember Schultz. Additionally, he reiterated the City's commitment to maintaining Lario Park in partnership with neighboring cities and the United States Army Corps of Engineers; again thanked Supervisor Barger and Senator Rubio for their support; expressed optimism about future collaboration; and complimented the Parks and Recreation Department on the City's Independence Day Celebration & Fireworks billboard.

In response to an inquiry from Mayor Pro Tem Kang, Assistant City Manager / Director of Administrative Services Petersen reported that the cost of the Independence Day Celebration & Fireworks billboard was $1,300.

Councilmember Troung additionally thanked the Parks and Recreation department for its continued efforts in building community relationships and announced that Vulcan Materials Company is sponsoring the City's Independence Day Celebration & Fireworks.

Mayor Pro Tem Kang thanked his colleagues for their contributions to the City's success; shared a personal reflections regarding Lario Park; reiterated that the City's efforts to restore and improve the area; acknowledged the challenges associated with homelessness and concerns regarding fires within the park; emphasized the importance of regional cooperation; and relayed neighborhood concerns regarding the crosswalk on Maryvale Street.

In response to a question asked by Mayor Pro Tem Kang, City Manager Villalobos stated that patrol resources had been redirected to the area and reported that the Public Works department is evaluating options to improve safety conditions.

Mayor Pro Tem Kang also shared observations from a recent visit to China regarding advancements in public transportation and discussed opportunities for future improvements within the City.

Mayor Martin Del Campo reported attending the celebration for the new Pathology and Radiation Oncology (PRO) Building at City of Hope and shared highlights from the event; shared she attended One Nation Under Gol and thanked Supervisor Barger, City staff, and the Parks and Recreation Department for their efforts; noted she attended the Code and Bot ribbon-cutting ceremony, welcomed the business to community, and encouraged local families to participate in its programs. In addition, she announced her upcoming attendance at the Sanitation District meeting; thanked City Manager Villalobos and the City Council for their efforts regarding Lario Park; recognized City staff and their efforts in increasing the City's social media presence; expressed appreciation for the Independence Day Celebration & Fireworks billboard; and shared that her son attended Splash in the Park.

15. ADJOURNMENT

At 8:00 p.m., the City Council adjourned the meeting.

The City Council unadjourned the meeting.

Mayor Martin Del Campo expressed appreciation to Councilmember Garcia for his efforts in Sacramento alongside Senator Rubio for the City's benefit and noted that two Duarte students accompanied them to learn about the legislative process.

At 8:01 p.m., the City Council adjourned the meeting.

____
Tera Martin Del Campo, Mayor

____
Frances Jimenez, City Clerk

Council Warrant Register By Account

City of Duarte

By Fund

Payment Dates 6/25/2026 - 7/15/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7640	CESAR A GARCIA	Contract Cities Conference Expense Reimbursement	7447		624.74
100-1005-7640	CESAR A GARCIA	ICSC Conference Expense Reimbursement	7447		532.13
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	7447		75.00
100-1005-7641	U.S. BANK	Tera Martin JPIA Conference Airfare (United)	7484		466.80
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	7462		75.00
100-1005-7642	MARGARET FINLAY	Tech Equipment for Council Use	7445		745.86
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	7445		75.00
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Membership Dues	222321		112.50
100-1005-7643	U.S. BANK	Vinh Truong League of CA Cities Conf Registation	7484		467.24
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	7482		75.00
100-1005-7643	U.S. BANK	Vinh Truong League of CA Cities Conf Registration	7486		207.76
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	7472		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	7454		75.00
100-1005-7650	U.S. BANK	Toney Lewis League of CA Cities Conf Registration	7484		675.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	7459		75.00
100-1010-7076	ALBERT NUNEZ	Tuition Reimbursement	7468		3,500.00
100-1010-7610	FRANCES JIMENEZ	MMC Institute Expense Reimbursement	7453		224.23
100-1010-7610	U.S. BANK	Brian V Mtg w/Sergeant Dobbins 5/28/26 (Mikomi)	7484		54.61
100-1010-7610	U.S. BANK	Frances Jimenez MCI MMC Training Hotel (Fairfield)	7484		677.70
100-1010-7610	U.S. BANK	Albert Nunez CAPIO Webinar Registration	7484		30.00
100-1010-7610	U.S. BANK	Brian V ICSC Western Conference Registration	7486		262.50
100-1010-7610	U.S. BANK	Brian V League of CA Cities Conf Registration	7486		675.00
100-1010-7610	U.S. BANK	Brian V 2026 Fall CCCA Conference Registration	7486		775.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	7484		18.00
100-1010-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Membership Dues	222321		262.50
100-1010-7685	NETFILE INC	Netfile Annual Subscription 7/1/2026 - 6/30/2027	7466		4,000.00
100-1010-7685	CIVICPLUS LLC	CC Meetings Closed Captioning Translation 6/2026	7432		129.46
100-1010-7965	EVANBROOKSASSOCIATES INC	Grant Writing Services -ATP Cycle 8	222288		17,995.00
100-1010-7980	DOLPHIN RENTS INC	One Nation Under Gol Equipment Rental	7438		1,199.06
100-1010-7980	STUBBIES PROMOTIONS INC	One Nation Under Gol Soccer Boot Mugs	7478		1,474.23
100-1010-7980	QUALITY PRINTING AND MAIL...	One Nation Under Gol Posters	222333		331.50
100-1010-7980	U.S. BANK	CC Mtg 6/9/26 Dinner (Chiptole)	7484		257.57

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7980	U.S. BANK	World Cup Decorations (SP Winner Party)	7484		253.82
100-1010-7980	U.S. BANK	One Nation Under Gol Items (Amazon)	7484		180.01
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Pho Ha)	7484		31.45
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Janet's)	7484		90.04
100-1010-7980	U.S. BANK	DashPass 6/5/2026 - 7/5/2026 (DoorDash)	7484		9.99
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Cava)	7484		58.55
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Tacos)	7484		18.63
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Heemo)	7484		41.36
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dessert (Sweet Nothings)	7484		37.60
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Cabreras)	7484		35.97
100-1010-7980	U.S. BANK	World Cup Items (Amazon)	7484		33.14
100-1010-7980	U.S. BANK	CC Charged in Error 6/11/26 (Duarte Rotary Club)	7484		251.94
100-1010-7980	U.S. BANK	CC Mtg 6/9/26 Dessert (Sweet Nothings)	7484		36.30
100-1010-7980	U.S. BANK	One Nation Under Gol Items (Target)	7484		176.73
100-1010-7980	U.S. BANK	World Cup Stickers (Vista Print)	7484		951.32
100-1010-7980	DUARTE CITY MANAGER'S OFF...	Interview Panel Snacks	222285		22.40
100-1010-7980	DUARTE CITY MANAGER'S OFF...	World Cup Committee Meeting	222285		30.50
100-1010-7980	DUARTE CITY MANAGER'S OFF...	Duarte Flag Shipping (CCCA Conference)	222285		39.40
100-1010-7980	DUARTE KIWANIS CLUB	Brian Villalobos 4th Annual Community Angel Ticket	222286		50.00
100-1020-7710	DUARTE CHAMBER OF COMM...	FY27 First Installation Payment	7439		36,800.00
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 7/2026	222307		1,750.00
100-1020-7711	DUARTE PETTY CASH	Employee Appreciation Event Bowls & Napkins	222287		10.50
100-1020-7712	GRANICUS INC	Website Homepage 7th Button (Milestone 3 of 4)	7449		46.66
100-1020-7712	GRANICUS LLC	Website Homepage 7th Button (Milestone 4 of 4)	7450		46.66
100-1020-7712	BAKERS MAN PRODUCTIONS L...	One Nation Under Gol Videography	7424		600.00
100-1020-7712	U.S. BANK	Spotify Subscription	7484		21.99
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	7484		59.80
100-1020-7712	U.S. BANK	Social Meda Ads (Facebook)	7484		79.66
100-1020-7712	U.S. BANK	HootSuite Monthly Membership	7484		149.00
100-1020-7712	U.S. BANK	E-News & Presss Release (ConstantContact)	7484		86.45
100-1020-7722	GRANICUS LLC	govAccess Website Hosting 7/19/2026 - 7/18/2027	7450		13,370.57
100-1025-7698	SOUTHERN CALIFORNIA ASSO...	FY27 Membership Dues	222327		3,544.00
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	FY27 Los Angeles County Division Dues	222304		1,149.75
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Membership Dues	222321		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Larry Breceda Membership Dues	222321		262.50
100-1205-7615	FOOTHILL COMMUNICATIONS ...	Vehicle 34 Antenna Replacement	7446		2,987.54
100-1205-7615	FOOTHILL COMMUNICATIONS ...	EOC Base Station - Substation	7446		2,824.16
100-1205-7615	FOOTHILL COMMUNICATIONS ...	EOC Digital Radio Licenses (5)	7446		2,844.38
100-1205-7615	FOOTHILL COMMUNICATIONS ...	EOC Radio Antenna Upgrade	7446		6,278.33

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7636	FSP DESIGNS	Public Safety Staff Uniforms	7460		217.70
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	222290		171.00
100-1205-7650	M K FUELS	Public Safety Fuel 5/15/2026	222275		81.06
100-1205-7650	WALLACE SIGN COMPANY	Vehicle 24 Decals	7491		590.31
100-1205-7761	DATA TICKET INC	Admin Citation Processing 5/2026	7437		564.95
100-1205-7762	FLOWBIRD	WTP Fees 6/2026	7428		88.28
100-1205-7779	FSP DESIGNS	DART Uniforms	7460	202520-Walmart Grant-PS Yo...	991.71
100-1205-7779	FSP DESIGNS	DART Uniform	7460		15.17
100-1205-7779	FSP DESIGNS	DART Uniform	7460	202520-Walmart Grant-PS Yo...	7.05
100-1205-7779	LEONEL CARDONA	WIN Stipend	222272	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	CHOSEN JONES	WIN Stipend	222302	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	IRMA MARTINEZ	WIN Stipend	222309	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	LEAH MARTINEZ	WIN Stipend	222310	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	DENNIS HUANG	WIN Stipend	222299	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	ADRIANA RODAS	WIN Stipend	222320	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	JESSY VERGARA	WIN Stipend	222332	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	ANGELINA CERVANTES	WIN Stipend	222274	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	EMMA (SHA) LI	WIN Stipend	222306	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	JUSTUS PEOPLES	WIN Stipend	222314	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	MELISSA SANCHEZ-QUINTERO	WIN Stipend	222325	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	MICHAEL DANDURAND	WIN Stipend	222281	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	JULIANNA FIGUEROA	WIN Stipend	222292	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	DIANA COLINDREZ-XILOJ	WIN Stipend	222276	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	BENJAMIN CARDONA	WIN Stipend	222271	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	MELANIE CABRERA	WIN Stipend	222267	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	GRACE BRENNAN	WIN Stipend	222266	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	PHILIP AGUIRRE	WIN Stipend	222263	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	MANUEL RUIZ CUEVAS	WIN Stipend	222319	202701-WIN/1205-7779-Sum...	300.00
100-1205-7779	MARKEL SAMUELS	WIN Stipend	222322	202701-WIN/1205-7779-Sum...	300.00
100-1205-7780	HOME DEPOT CREDIT SERVICES	ACO Cleaning Supplies	BD26-1628		26.50
100-1205-7780	NORTH AMERICAN RESCUE LLC	Trauma kit supplies	7467		3,029.83
100-1205-7780	FOOTHILL COMMUNICATIONS ...	ACO Radios & Multi Unit Charger	7446		3,562.68
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Vehicle Cleaning 5/2026	222290		36.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 5/24/2026 - 6/6/2026	7421		3,097.57
100-1205-7782	ALL CITY MANAGEMENT SERV...	Summer Crossing Guard Srvcs 5/24/2026 - 6/6/2026	7421		644.58
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	7465		14,537.00
100-1205-7823	COMCATE SOFTWARE INC	Code/Animal Control Database 7/01/2026 - 6/30/2027	7434		10,082.07
100-1205-7980	CURO MANAGED PRINT PRO...	Nat'l Night Out 2026 Yard Signs/Postcards	222280	202606-FY26-Other Exp-PS C...	437.80
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	222290		45.00
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 5/2026	222279		7,074.50
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 5/2026	7458		123.00
100-1405-7980	PITNEY BOWES INC	CMD - Office Equipment for Public Noticing	222316		2,950.92
100-1410-7610	U.S. BANK	Gerard Batista MSA Annual Conference Registration	7489		728.00
100-1410-7610	U.S. BANK	(2) MSA June 2026 Meeting & Training	7489		61.80
100-1410-7612	U.S. BANK	Gerard Batista MSA LA/OC Membership Renewal	7489		468.65
100-1410-7614	STAPLES	Office Supplies	7476		19.88
100-1410-7614	STAPLES	Office Supplies	7476		110.48

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7614	U.S. BANK	Field Srvcs Printer Toner (Amazon)	7489		172.45
100-1410-7614	HOME DEPOT CREDIT SERVICES	City Yard Label Maker	BD26-1628		53.45
100-1410-7614	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-1628		-0.97
100-1410-7636	FAUSTO CASAS	Safety Boot Reimbursement	222273		390.71
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	222290		18.00
100-1410-7650	FLEET SERVICES (76 FLEET)	Field Services Fuel 5/01/26 - 5/31/26	BD26-1627		107.54
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Annual Detection Testing	7479		645.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 5/19/2026	7479		175.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 6/2026	7418		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 6/2026	7418		66.00
100-1410-7887	U.S. BANK	Field Srvcs TeeJet Rubber Gaskets (Amazon)	7489		136.25
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	BD26-1628		106.74
100-1410-7980	CAL BLEND SOILS INC	Heavy Soil	7427		88.60
100-1415-7889	LANDSCAPE WAREHOUSE INC	Lower Sports Park Irrigation Repairs	7457		475.30
100-1415-7907	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	7492		4,200.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	7473		76.92
100-1605-7610	MANUEL ENRIQUEZ	Presidium Certified Program Expense Reimbursement	7441		110.06
100-1605-7610	U.S. BANK	Celebrate Graduates Staff Training (NothingBundt)	7487		57.75
100-1605-7610	U.S. BANK	ME Presidium Guardian Training (Coffee Bean)	7487		2.85
100-1605-7610	U.S. BANK	ME Presidium Guardian Training (Coffee Bean)	7487		5.50
100-1605-7610	U.S. BANK	June 19th Staff Development (El Pollo Loco)	7487		844.36
100-1605-7610	U.S. BANK	P&R Staff/Planning Meeting 6/2/26 (Juan Pollo)	7487		196.79
100-1605-7610	U.S. BANK	June 19th Staff Development (Costco)	7487		167.54
100-1605-7614	TREVIPAY	Storage Supplies	7464		55.23
100-1605-7614	STAPLES	Office Supplies	7476		59.64
100-1605-7614	U.S. BANK	P&R Office Supplies (Amazon)	7487		37.57
100-1605-7614	U.S. BANK	iCloud Storage (Apple.com)	7487		0.99
100-1605-7614	U.S. BANK	Stapler (Amazon)	7487		18.76
100-1605-7614	U.S. BANK	Descaler (Amazon)	7487		26.19
100-1605-7614	TREVIPAY	Storage Supplies	7464		55.23
100-1605-7614	TREVIPAY	Storage Supplies	7464		11.01
100-1605-7614	TREVIPAY	Storage Supplies	7464		55.22
100-1605-7636	JAG ENDEAVORS LLC	Summer Staff Uniforms	222301		1,054.17
100-1605-7636	DELONG UNLIMITED, CHAD DE..	Cooler Embroidery	222282		77.35
100-1605-7650	EAN SERVICES LLC	Parks & Recreation Vehicle Rental 6/23/2026	7440		157.57
100-1605-7693	U.S. BANK	Teen Ctr MYC Dinner 6/15/26 (Wing Stop)	7487		197.66
100-1605-7693	U.S. BANK	Teen Ctr MYC Dinner 6/9/26 (Dominos Pizza)	7487		88.30
100-1605-7729	RMH DANCE	Concerts in the Park Sound/Dance Floor	222296		3,700.00
100-1605-7729	RMH DANCE	Concert in the Park Sound 7/24/2026	222297		3,700.00
100-1605-7729	CITY CONNECTION ENTERTAI...	Conccerts in the Park Band	222303		3,000.00
100-1605-7729	G.L.A.M. MUSIC INC	Concerts in the Park Band	222293		2,500.00
100-1605-7730	SMART & FINAL	Splash in the Park Popsicles	7475		71.82

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7733	MAHANA DANCE COMPANY	Deposit-SC Luau Entertainment/Food 8/28/2026	222308		1,777.28
100-1605-7733	QUALITY PRINTING AND MAIL...	July/August 2026 SC Newsletter	222333		820.46
100-1605-7733	SMART & FINAL	SC Father's Day Snacks	7475		187.65
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	7487		112.10
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 6/4/2026 - 7/3/2026	7487		8.99
100-1605-7733	U.S. BANK	Senior Ctr Dry Erase Markers (Amazon)	7487		18.99
100-1605-7733	U.S. BANK	SC Summer Starter Pack Supplies (Amazon)	7487		301.35
100-1605-7733	U.S. BANK	SC Hand Sanitizers Batteries (Amazon)	7487		44.14
100-1605-7733	DJ PHIL PEREZ	SC Monthly Dance DJ	222315		175.00
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Amazon)	7487		144.84
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Hobby Lobby)	7487		10.96
100-1605-7734	U.S. BANK	Fitness Ctr Wristbands (Amazon)	7487		88.35
100-1605-7734	U.S. BANK	Fitness Ctr Office Supplies (Amazon)	7487		91.23
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Winner Party)	7487		101.94
100-1605-7734	U.S. BANK	Red, White & Pool Party Supplies (Amazon)	7487		187.55
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Amazon)	7487		300.64
100-1605-7735	HOME DEPOT CREDIT SERVICES	TC Splashtacular Hoses	BD26-1628		254.06
100-1605-7735	U.S. BANK	CHYLL Excursion Parking (Disneyland Tickets)	7487		160.00
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 6/4/2026 - 7/3/2026	7487		11.00
100-1605-7735	U.S. BANK	TC Cookie Club Kitchen Supplies (Amazon)	7487		132.51
100-1605-7735	U.S. BANK	Return-TC Computer Cables (Amazon)	7487		-33.65
100-1605-7735	U.S. BANK	TC Computer Cables (Amazon)	7487		33.65
100-1605-7735	U.S. BANK	Return-TC Easel (Amazon)	7487		-57.73
100-1605-7735	U.S. BANK	Return-Teen Ctr Mixing Bowls (Amazon)	7487		-24.30
100-1605-7735	U.S. BANK	Teen Ctr Kitchen Mixing Bowls (Amazon)	7487		55.22
100-1605-7735	U.S. BANK	Return-Teen Ctr Mixing Bowls (Amazon)	7487		-24.30
100-1605-7735	U.S. BANK	TC Duarte Dance Supplies (Amazon)	7487		64.29
100-1605-7735	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-1628		-4.60
100-1605-7735	PARTY PRONTO INC	Teen Ctr Splash Week Slip N' Slide Rental 6/17/26	222313		509.00
100-1605-7736	JOHNNY ALLEN TENNIS ACAD...	Tennis/Pickleball 7/1/2025 - 2/10/2026	7422		1,913.00
100-1605-7736	DANCEFIT LLC	World Dance/Baby Ballet/Hip-Hop 5/19/26 - 6/2/26	7436		816.12
100-1605-7737	PANTAGES THEATRE	The Lion King Excursion Tickets 1/21/2027	222312		2,645.00
100-1605-7739	JAG ENDEAVORS LLC	Special Event T-Shirts	222301		1,569.10
100-1605-7739	4IMPRINT	PMLB Supplies/Publicity	7417		559.23
100-1605-7739	U.S. BANK	PMLB Publicity (Amazon)	7487		143.54
100-1605-7739	U.S. BANK	IDC 2026 Publicity Supplies (Amazon)	7487		41.98

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100-1605-7739	U.S. BANK	IDC 2026 Promo Props (PaperSource)	7487		31.49
100-1605-7740	U.S. BANK	ROP Bldg Day Camp Refrigerator (Lowes)	7487		539.24
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	7487		514.40
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	7487		221.67
100-1605-7740	U.S. BANK	Splash Camp Supplies (Amazon)	7487		181.32
100-1605-7740	U.S. BANK	Summer Day Camps Lunch Workshop (Panda Express)	7487		143.65
100-1605-7740	HEY HEY ENTERTAINMENT	Summer Day Camp Face Painter/Balloons	222298		295.00
100-1605-7740	HEY HEY ENTERTAINMENT	Summer Day Camps Special Attractions	222298		425.00
100-1605-7740	SMART & FINAL	Summer Day Camp W3 Snacks	7475		343.32
100-1605-7745	U.S. BANK	TC Boxing Bowling Excursion 6/11/26 (Round 1)	7487		718.40
100-1605-7745	U.S. BANK	Eduardo Martinez USA Boxing Membership	7487		132.00
100-1605-7745	U.S. BANK	TC Boxing Hand Weights (Amazon)	7487		120.92
100-1605-7745	U.S. BANK	TC Boxing Hand Wraps (Amazon)	7487		105.40
100-1605-7745	U.S. BANK	Refund-TC Boxing Bowling Excursion 6/11/26(Round1)	7487		-215.52
100-1605-7745	STING USA LP	12 oz Gloves	7477		704.00
100-1605-7745	STING USA LP	14 oz Orion Laced Gloves	7477		571.50
100-1605-7745	STING USA LP	Light Groin Guards S, M, L	7477		242.00
100-1605-7745	STING USA LP	Blue Slinglets	7477		199.00
100-1605-7745	STING USA LP	Blue Shorts	7477		132.00
100-1605-7745	STING USA LP	Red Shorts	7477		132.00
100-1605-7745	STING USA LP	Fight Tape 1"	7477		85.00
100-1605-7745	STING USA LP	Skipping Rope	7477		80.00
100-1605-7745	STING USA LP	Pro Fight Gauze	7477		60.00
100-1605-7745	STING USA LP	Red Slinglets	7477		99.00
100-1605-7745	STING USA LP	Red & Blue Head Guard (M & L)	7477		528.00
100-1605-7758	U.S. BANK	IDC 2026 Nat'l Anthem Singer Giftcard (Amazon)	7487		50.00
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Hobby Lobby)	7487		5.60
100-1605-7758	U.S. BANK	IDC 2026 LA County Public Health Permit	7487		2,434.88
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Amazon)	7487		596.40
100-1605-7758	3D K9 PARTNERS LLC	2026 IDC K9 Detection Services	7416		7,000.00
100-1605-7965	WESTERN A/V	AV Equipment Maintenance Contract	222334		4,430.00
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 5/2026	7435	202615DuartePark-Part2-Play...	7,000.00
100-1605-7980	U.S. BANK	PMLB Staff Mug Tags (Amazon)	7487		22.09
100-1605-7980	SMART & FINAL	World Cup Kickoff Staff Appreciation	7475		253.74
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	7475		283.23
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Return	BD26-1628		-98.34
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Tools/Supplies & Repairs	BD26-1628		53.33
100-1610-7618	HOME DEPOT CREDIT SERVICES	SC Dining Room Painting/Repairs	BD26-1628		154.26
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Insect Repellent/Misc Supplies	BD26-1628		183.81
100-1610-7618	HOME DEPOT CREDIT SERVICES	CH Plumbing Repairs/Tools	BD26-1628		291.20
100-1610-7618	HOME DEPOT CREDIT SERVICES	Fitness Ctr Repairs	BD26-1628		49.25

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	HOME DEPOT CREDIT SERVICES	Parks/Teen Ctr Supplies & Repairs	BD26-1628		222.41
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Blowers & Batteries	BD26-1628		298.45
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Hall Space Heaters	BD26-1628		114.67
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Electrical Repair	BD26-1628		91.43
100-1610-7618	U.S. BANK	Ice Machine (Costco)	7487		220.99
100-1610-7618	U.S. BANK	Senior Ctr Podium (Amazon)	7487		287.29
100-1610-7618	HOME DEPOT CREDIT SERVICES	Batteries/Paint/Shop Supplies	BD26-1628		240.39
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Tools/Supplies & Repairs	BD26-1628		118.10
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	7431		30.85
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	7431		30.85
100-1610-7652	POST ALARM SYSTEMS	CH/CC/Yard Alarm Monitoring 7/2026	7470		162.07
100-1610-7652	ACCO ENGINEERED SYSTEMS	Duarte Park Bldg HVAC Repair	7419		509.00
100-1610-7652	PRONTO GYM SERVICES INC	FC Equipment Cable System Part Replacement	222317		654.12
100-1610-7652	FS CONTRACTORS INC	FC-Comp Pool Deck Concrete Replacement	7444		7,000.00
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	7431		4.15
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	7431		4.15
100-1610-7652	U.S. BANK	(30) CC Tablecloth Cleaning (Roman Cleaners)	7487		540.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Men's RR Sewer Line Clear	7420		175.00
100-1610-7652	ALBERTOS PLUMBING	Senior Ctr Kitchen Drain Repair	7420		225.00
100-1610-7652	BEARSTATE WATER HEATING	FC Boiler #1 Igniter/Flame Sensor Rod/Service	7425		677.89
100-1610-8100	JD GLASS INC	Community Center Main Entry Door Replacement	222289		32,000.00
100-1750	PAM KAY'S TAP CHICKS	SC 4th of July Entertainment 7/2/2026	222329		375.00
100-1805-7612	DUARTE PETTY CASH	Costco Membership-Victoria Andrade	222287		37.92
100-1805-7612	ROTARY CLUB OF DUARTE	Kristen Petersen Membership Dues	222321		262.50
100-1805-7614	U.S. BANK	Admin Srvcs Dept Supplies (Amazon)	7483		60.13
100-1805-7653	SECTRAN SECURITY INC	June 2026 Courier Pick-up	7474		394.00
100-1805-7654	LSL, LLP	GASB 103 Implementation Assistance	7461		5,000.00
100-1805-7654	LSL, LLP	FY26 Gann Limit	7461		770.00
100-1805-7980	U.S. BANK	Admon Srvcs Staff Meeting Snacks (A & P Donuts)	7483		42.75
100-1810-7610	U.S. BANK	Kristen Petersen CalPERLA Conf Hotel (Expedia)	7483		1,035.32
100-1810-7610	U.S. BANK	Kristen Petersen CalPERLA Conf Airfare (United)	7483		683.76
100-1810-7610	U.S. BANK	Kristen Evaluation Mtg w/Erwin Mendez (Sena)	7483		54.67
100-1810-7611	U.S. BANK	Tera Martin Del Campo SB827 Training (BBK Law)	7484		75.00
100-1810-7611	U.S. BANK	Vinh Truong SB827 Training (BBK Law)	7484		75.00
100-1810-7611	U.S. BANK	Sam Kang SB827 Training (BBK Law)	7484		75.00
100-1810-7611	U.S. BANK	Toney Lewis SB827 Training (League of CA Cities)	7484		50.00
100-1810-7614	U.S. BANK	HR Supplies (Amazon)	7483		81.50
100-1810-7980	U.S. BANK	Employee 1yr Anniversary Recognition(RedwoodPizza)	7483		22.07
100-1810-7980	ALTA LANGUAGE SERVICES INC	Bilingual Testing 6/30/2026	7423		58.00
100-1815-7632	MAXTREME SERVICES	Google Maxhavens 5/2026	7463		50.40
100-1815-7632	MAXTREME SERVICES	Datadog 5/2026	7463		18.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7632	MAXTREME SERVICES	Digital Ocean 5/2026	7463		10.00
100-1815-7632	MAXTREME SERVICES	MacPaw CleanMyMac Subscription 6/25/26 - 6/25/27	7463		127.95
100-1815-7632	MAXTREME SERVICES	FY27 Jamf Pro Renewal	7463		17,500.00
100-1815-7632	U.S. BANK	DropBox License 6/15/2026 - 6/15/2027	7483		1,440.00
100-1815-7632	U.S. BANK	Finance Webinar 6/7/2026 - 7/6/2026 (Zoom)	7483		96.00
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/01/2026 - 9/30/2026	222331		13,613.94
100-1815-7821	IPRO MEDIA INC	Ruckus Cloud Switch Mgmt 7/2026	222300		399.20
100-1815-7821	IPRO MEDIA INC	VITA Mgmt 7/2026	222300		682.00
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan w/VELO/SIP/E911 Bundle 7/2026	7433		1,862.28
100-1815-7830	IPRO MEDIA INC	Mitel Maintenance 7/2026	222300		516.00
100-1815-7965	MAXTREME SERVICES	New Domain Project	7463		5,000.00
100-1815-7980	MAXTREME SERVICES	Synology Drives/Adapters/HdL Kiosk/Misc Equipment	7463		4,734.39
100-1815-7980	MAXTREME SERVICES	iPhone Accessories/Laptop USB/KioskPro Plus	7463		315.41
100-1820-7772	CALIFORNIA JOINT POWERS I...	FY27 Liability Program	7429		572,931.00
100-1820-7773	CALIFORNIA JOINT POWERS I...	FY27 Workers Compensation Program	7429		165,965.00
100-1825-7072	U.S. BANK PARS ACCOUNT #6...	FY27 Pension Rate Stabilization	7490		61,000.00
100-1825-7613	GRAND PRINTING INC	PS Bulk Mailing Envelopes/Business Cards	222295		1,009.75
100-1825-7613	STAPLES	Copier Paper	7476		142.79
100-1825-7626	DUARTE PETTY CASH	HR Dept Postage	222287		0.04
100-1825-7626	FEDEX	Document Deliverry 6/4/2026	222291		56.72
100-1825-7630	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Lease 7/2026	222269		1,641.70
100-1825-7631	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Maintenance 5/2026	222269		735.48
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 5/23/26 - 6/22/26	222270		52.49
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 5/27/26 - 6/26/26	222270		85.18
100-1825-7631	CANON U.S.A. INC	P&R Printer Maintenance 6/4/26 - 7/3/26	222270		72.82
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	7471		566.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	7430		566.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	222265		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	7443		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	7442		435.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	7480		435.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	7455		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	7426		218.00
100-1825-7688	GEO PLASTICS (CA)	Used Oil Containers and Funnels	7448	202601-Exp-Used Oil-OPP15-...	1,462.67
100-1825-7688	GEO PLASTICS (CA)	Used Oil Containers and Funnels	7448	202616-Used Oil-OPP16-25-0...	1,938.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		703.61

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		669.11
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		523.23
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		415.58
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		347.33
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 25,33,34,35 Maint Fees 6/2026	BD26-1626		221.66
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 24 Auction Fee	BD26-1626		35.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 6/1/2026 - 6/30/2026	BD26-1626		784.34
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q2 2026	222268		4,800.00
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q2 2026	222283		33,097.90
100-2120	JUANA TORRES	Comp Pool Rent Deposit Refund 6/20/2026	222330		500.00
100-2121	MOORE IACOFANO GOLTSMA…	Westminster Gardens Specific Plan 5/2026	222311	202417-dep-Westminister Ga…	4,732.50
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q2 2026	222284		140.40
100-2124	MARIA GAMIZ-CORONA	Gazebo Rent Deposit Refund	222294		50.00
100-2126	SUSAN QUOCK	Const/Demo Deposit Refund (P#2024-370)	222318		1,100.00
100-2127	JD GLASS INC	Retention-CC Main Entry Door Replacement	222289		-1,600.00
100-4008	MARIELA COTTO	Refund-Level 3/4 Swim (Gianna Cotto)	222277		37.50
100-4302	DANIEL SANCHEZ	Citation Refund	222324		65.00
100-4808	MARCEL ZUNIGA	Refund Account Credit Balance	222336		56.00
100-4809	SCMAF-SAN GABRIEL VALLEY	SCMAF Track 2026 Track Meet	222326		1,764.00
100-4815	ALISA THIEMSUWAN	Splash Camp Session 1 Refund (Noah Ulanday)	222328		120.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-4815	OMAR LEON	Refund-Summer Day Camp Session 4 (Nathan Leon)	222305		120.00
100-5004	CALIFORNIA BUILDING STAND...	Local Gov't Retainer Fee Q2 2026	222268		-480.00
100-5004	DEPARTMENT OF CONSERVAT...	Local Agency Fee Q2 2026	222283		-1,654.90
100-5004	SUSAN QUOCK	Administrative Fee (P#2024-370)	222318		-125.00
				Fund 100 - GENERAL FUND Total:	**1,199,493.47**
Fund: 220 - GAS TAX FUN					
220-2210-7813	JCL TRAFFIC SERVICES	Regulatory Sign Replacement/Installation	7451		2,450.00
220-2210-7890	COUNTY OF LOS ANGELES DE...	KITS Monitoring & Reports 5/2026	222279		378.38
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 5/2026	222279		4,011.31
220-2210-8070	JCL TRAFFIC SERVICES	Regulatory Sign Replacement/Installation	7451		902.35
220-2225-7980	PCI	Buena Vista Street Improvements	222335		9,900.00
220-2225-7980	PCI	Buena Vista/Kelwill Removal of Striping & Signage	222335		2,000.00
220-2225-7980	TRAFFIC AND PARKING CONT...	BlinkerSign @ Kellwil Intersection	7481		1,704.50
				Fund 220 - GAS TAX FUN Total:	**21,346.54**
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
225-2127	ONYX PAVING COMPANY INC	Retention-FY26 Street Rehab Project	7469	202607-Retention_Other Cap ...	-6,651.35
225-2250-8100	ONYX PAVING COMPANY INC	FY 25-26 Street Rehab Project	7469	202607-Other Cap Improv-FY...	45,225.00
225-2250-8100	ONYX PAVING COMPANY INC	City Change Order	7469	202607-Other Cap Improv-FY...	87,802.00
				Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:	**126,375.65**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7662	MAXTREME SERVICES	Cradlepoint Router (Irrigation App)	7463		531.09
240-2410-7662	COUNTY OF LOS ANGELES AGR..	Royal Oaks Park Gopher Control 5/2026	222278		290.66
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Beardslee Park	7456		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Highland Ave Promenade	7456		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Royal Oaks Dr Easement	7456		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Royal Oaks Park	7456		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Mountain Ave Median	7456		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Central Ave Median	7456		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Huntington Dr Median	7456		90.00
240-2410-7888	LANDSCAPE WAREHOUSE INC	Veterans Park Irrigation Repair	7457		45.89
240-2410-7888	LANDSCAPE WAREHOUSE INC	Royal Oaks Park Irrigation Repairs	7457		74.21
240-2410-7888	HOME DEPOT CREDIT SERVICES	Royal Oaks Trail Irrigation Repairs	BD26-1628		7.11
240-2410-7888	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-1628		-0.13
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repairs	7457		104.13
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repair	7457		40.82
240-2410-7891	HOME DEPOT CREDIT SERVICES	Irrigation Parts/Repair	BD26-1628		17.97
240-2410-7891	HOME DEPOT CREDIT SERVICES	Irrigation & Landscape Curb Repair	BD26-1628		85.31
240-2410-7891	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-1628		-1.87

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7896	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	7492		2,368.20
240-2410-7898	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	7492		1,578.80
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	7492		31,781.15
240-2421-7887	JHM SUPPLY INC	Las Lomas LLD Irrigation Repairs	7452		907.04
240-2422-7887	LANDSCAPE WAREHOUSE INC	Encanto Pkwy Irrigation Repairs	7457		1,428.95
240-2423-7887	LANDSCAPE WAREHOUSE INC	Amberwood LLD Irrigation Repairs	7457		494.75
240-2424-7887	LANDSCAPE WAREHOUSE INC	Windsor LLD Irrigation Repairs	7457		972.61
240-2426-7810	A-1 MAINTENANCE SERVICES …	Grocery Outlet Ctr Sweeping 6/2026	7418		843.00
240-2426-7887	LANDSCAPE WAREHOUSE INC	Grocery Outlet Ctr Irrigation Repairs	7457		491.08
240-2427-7887	LANDSCAPE WAREHOUSE INC	Rancho Verde Irrigatio…	7457		495.37
240-2429-7887	LANDSCAPE WAREHOUSE INC	Emblem Homes LLD Irrigation Repairs	7457		899.88
240-2431-7887	LANDSCAPE WAREHOUSE INC	Las Brisas Irrigation Repairs	7457		101.89
240-2431-7887	LANDSCAPE WAREHOUSE INC	Las Brisas Irrigation Repairs	7457		1,261.20
240-2433-7887	LANDSCAPE WAREHOUSE INC	Buena Vista Villas Irrigation Repairs	7457		2,793.71
240-2434-7887	RIPPLE PLUMBING	Backflow Testing-Citrus Villas LLD	7456		90.00
			Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:		**48,332.82**
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-7965	LDM ASSOCIATES INC	FY26 CDBG ADA Curb Ramps Project 5/2026	7458	202610-Prof Svc-CDBG-ADA C…	676.50
			Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:		**676.50**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 6/1/2026 - 6/30/2026	BD26-1626		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 6/1/2026 - 6/30/2026	BD26-1626		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 6/1/2026 - 6/30/2026	BD26-1626		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 6/1/2026 - 6/30/2026	BD26-1626		442.41
			Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:		**2,182.80**
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-8041	MOORE IACOFANO GOLTSMA…	Boxing Patio at Duarte Park Design Services 5/2026	222311	202518-DuarteParkTeen Cent…	2,122.50
			Fund 400 - PARK DEVELOPMENT GRANT FUND Total:		**2,122.50**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 5/2026	222290		18.00
440-4405-7650	U.S. BANK	Erwin Mendez Station to 10-8 Retrofit (Lyft)	7483		32.96
			Fund 440 - PROPOSITION A TRANSIT FUND Total:		**50.96**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	AUTOZONE	Yard Supplies	222264		46.49
460-4605-7650	AUTOZONE	Jump Starter	222264		174.03
			Fund 460 - PROPOSITION C TRANSIT FUND Total:		**220.52**
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8100	TRAFFIC AND PARKING CONT…	BlinkerSign @ Kellwil Intersection	7481		1,500.00
			Fund 470 - MEASURE R LR TRANSIT FUND Total:		**1,500.00**

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 680 - Duarte Housing Authority					
680-6805-7980	SAN GABRIEL VALLEY REGION...	FY27 Annual Membership Dues	222323		5,806.01
				Fund 680 - Duarte Housing Authority Total:	**5,806.01**
				Grand Total:	**1,408,107.77**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,199,493.47
220 - GAS TAX FUN	21,346.54
225 - SB-1, Road Maintenance/Rehab Fund	126,375.65
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	48,332.82
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	676.50
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,182.80
400 - PARK DEVELOPMENT GRANT FUND	2,122.50
440 - PROPOSITION A TRANSIT FUND	50.96
460 - PROPOSITION C TRANSIT FUND	220.52
470 - MEASURE R LR TRANSIT FUND	1,500.00
680 - Duarte Housing Authority	5,806.01
Grand Total:	**1,408,107.77**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	1,231.87
100-1005-7641	Travel & Exp - Martin Del..	541.80
100-1005-7642	Travel & Exp - Finlay	933.36
100-1005-7643	Travel & Exp - Truong	750.00
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	750.00
100-1010-7076	Tuition Reimbursement	3,500.00
100-1010-7610	Travel, Mtgs & Conf	2,699.04
100-1010-7612	Publications and Dues	280.50
100-1010-7685	Technology Services	4,129.46
100-1010-7965	Professional Services	17,995.00
100-1010-7980	Other Expenses	5,611.51
100-1020-7710	Chamber Of Commerce	38,550.00
100-1020-7711	Employee Recognition C…	10.50
100-1020-7712	Community Information …	1,090.22
100-1020-7722	City Website	13,370.57
100-1025-7698	SCAG	3,544.00
100-1025-7699	League Of Calif Cities	1,149.75
100-1205-7612	Publications and Dues	525.00
100-1205-7615	Emergency Supplies	14,934.41
100-1205-7636	Uniforms	217.70
100-1205-7650	Vehicle Maintenance	842.37
100-1205-7761	Parking Enforcement	564.95
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	7,013.93
100-1205-7780	Animal Control	6,619.01
100-1205-7781	Contract Law Enforceme…	36.00
100-1205-7782	Crossing Guard Contract…	3,742.15
100-1205-7787	Public Safety Cntr Lease	14,537.00
100-1205-7823	Code/Animal Control Da…	10,082.07
100-1205-7980	Other Expenses	437.80
100-1405-7650	Vehicle Maintenance	45.00
100-1405-7801	Industrial Waste Inspect…	7,074.50
100-1405-7965	Professional Services	123.00
100-1405-7980	Other Expenses	2,950.92
100-1410-7610	Travel, Mtgs & Conf	789.80
100-1410-7612	Publications and Dues	468.65
100-1410-7614	Office Supplies	355.29
100-1410-7636	Uniforms	390.71
100-1410-7650	Vehicle Maintenance	125.54
100-1410-7656	Emergency Generator	820.00

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7887	Repairs & Replacements	136.25
100-1410-7980	Other Expenses	195.34
100-1415-7889	Repairs-Sports Park	475.30
100-1415-7907	Tree Trim-Sports Park	4,200.00
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	1,384.85
100-1605-7614	Office Supplies	319.84
100-1605-7636	Uniforms	1,131.52
100-1605-7650	Vehicle Maintenance	157.57
100-1605-7693	Youth Council	285.96
100-1605-7729	Concerts In The Park	12,900.00
100-1605-7730	Special Events	71.82
100-1605-7733	Senior Center	3,445.96
100-1605-7734	Fitness Center	925.51
100-1605-7735	Teen Center	1,075.15
100-1605-7736	Youth & Adult Recreatio…	2,729.12
100-1605-7737	Adult Excursions	2,645.00
100-1605-7739	Publicity	2,345.34
100-1605-7740	Day Camps	2,663.60
100-1605-7745	Boxing Program	3,693.70
100-1605-7758	Independence Day Celeb…	10,086.88
100-1605-7965	Professional Services	11,430.00
100-1605-7980	Other Expenses	275.83
100-1610-7618	Building Supplies	2,510.47
100-1610-7636	Uniforms	61.70
100-1610-7652	Building Maint Services	9,951.38
100-1610-8100	Other Capital Improvem…	32,000.00
100-1750	Prepaid Charges	375.00
100-1805-7612	Publications and Dues	300.42
100-1805-7614	Office Supplies	60.13
100-1805-7653	Bank Charges	394.00
100-1805-7654	Audit Services	5,770.00
100-1805-7980	Other Expenses	42.75
100-1810-7610	Travel, Mtgs & Conf	1,773.75
100-1810-7611	Training	275.00
100-1810-7614	Office Supplies	81.50
100-1810-7980	Other Expenses	80.07
100-1815-7632	Software	19,242.35
100-1815-7820	Finance Software	13,613.94
100-1815-7821	Network & Internet Serv…	1,081.20
100-1815-7830	Telephone Services	2,378.28
100-1815-7965	Professional Services	5,000.00
100-1815-7980	Other Expenses	5,049.80
100-1820-7772	Liability Coverage	572,931.00
100-1820-7773	Worker's Comp Coverage	165,965.00
100-1825-7072	Pension Rate Stabilizatio…	61,000.00
100-1825-7613	Duplications And Photos	1,152.54
100-1825-7626	Postage	56.76
100-1825-7630	Equipment Lease	1,641.70
100-1825-7631	Equipment Maintenance	945.97
100-1825-7674	Retiree Health Insurance	3,525.00
100-1825-7688	Oil Recycling Grant	3,400.77
100-1830-8100	Vehicle Replacement (C…	14,254.47
100-2012	Green Building Fees Pay…	4,800.00
100-2013	Strong Motions Fees Pay…	33,097.90
100-2120	Refundable Deposits	500.00
100-2121	Pass Through Deposits	4,732.50

Account Summary

Account Number	Account Name	Payment Amount
100-2122	Disability Access & Educ …	140.40
100-2124	Gazebo Refundable Dep…	50.00
100-2126	Construction and Demoli…	1,100.00
100-2127	Retention Payable	-1,600.00
100-4008	Sales And Use Tax- 783	37.50
100-4302	Parking Citations	65.00
100-4808	Swim Lesson Fees	56.00
100-4809	Sports Program Fees	1,764.00
100-4815	Day Camp Fees	240.00
100-5004	Other Revenue	-2,259.90
220-2210-7813	Regulatory Signs	2,450.00
220-2210-7890	Repairs-Traffic Signal	4,389.69
220-2210-8070	Street Improvements (C…	902.35
220-2225-7980	Other Expenses	13,604.50
225-2127	Retention Payable	-6,651.35
225-2250-8100	Other Capital Improvem…	133,027.00
240-2405-7662	Other Serv-Citywide	531.09
240-2410-7662	Other Serv-Citywide	650.66
240-2410-7663	Other Serv-Medians	270.00
240-2410-7888	Repairs-Citywide	127.08
240-2410-7891	Repairs-Medians	246.36
240-2410-7896	Tree Planting-Citywide	2,368.20
240-2410-7898	Tree Plant-Medians	1,578.80
240-2410-7906	Tree Trim-Citywide	31,781.15
240-2421-7887	Repairs & Replacements	907.04
240-2422-7887	Repairs & Replacements	1,428.95
240-2423-7887	Repairs & Replacements	494.75
240-2424-7887	Repairs & Replacements	972.61
240-2426-7810	Street Sweeping	843.00
240-2426-7887	Repairs & Replacements	491.08
240-2427-7887	Repairs & Replacements	495.37
240-2429-7887	Repairs & Replacements	899.88
240-2431-7887	Repairs & Replacements	1,363.09
240-2433-7887	Repairs & Replacements	2,793.71
240-2434-7887	Repairs & Replacements	90.00
260-2605-7965	Professional Services	676.50
320-3205-8013	Vehicles (Capital)	2,182.80
400-4005-8041	Park Improvements (Cap…	2,122.50
440-4405-7650	Vehicle Maintenance	50.96
460-4605-7650	Vehicle Maintenance	220.52
470-4705-8100	Other Capital Improvem…	1,500.00
680-6805-7980	Other Expenses	5,806.01
	Grand Total:	**1,408,107.77**

Project Account Summary

Project Account Key	Payment Amount
None	1,256,363.29
202417-dep-Westminister Garden Specific Plan & EIR	4,732.50
202518-DuarteParkTeen Center Outdoor Boxing Patio	2,122.50
202520-Walmart Grant-PS Youth Prog,Equip,Trip,Supp	998.76
202601-Exp-Used Oil-OPP15-25-0016 FY26	1,462.67
202606-FY26-Other Exp-PS Comm Outreach Program	437.80
202607-Other Cap Improv-FY26 St. Rehab Project	133,027.00
202607-Retention_Other Cap Improv-FY26 St. Rehab	-6,651.35
202610-Prof Svc-CDBG-ADA Curb Ramps	676.50
202615DuartePark-Part2-Playground/RR/Bball/DogPark	7,000.00
202616-Used Oil-OPP16-25-0016 FY27	1,938.10
202701-WIN/1205-7779-Summer At Risk Intern Program	6,000.00

Project Account Summary

Project Account Key	Payment Amount
202701-WIN/1205-7779-Summer At Risk Intern Program	
Grand Total:	**1,408,107.77**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6733 - 3D K9 PARTNERS LLC					
100-1605-7758	3D K9 PARTNERS LLC	2026 IDC K9 Detection Services	7/3/2026		7,000.00
				Vendor 6733 - 3D K9 PARTNERS LLC Total:	**7,000.00**
Vendor: 5008 - 4IMPRINT					
100-1605-7739	4IMPRINT	PMLB Supplies/Publicity	31734723		559.23
				Vendor 5008 - 4IMPRINT Total:	**559.23**
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Duarte Park Bldg HVAC Repair	20835446		509.00
				Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:	**509.00**
Vendor: 6910 - ADRIANA RODAS					
100-1205-7779	ADRIANA RODAS	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6910 - ADRIANA RODAS Total:	**300.00**
Vendor: 6449 - ALBERT NUNEZ					
100-1010-7076	ALBERT NUNEZ	Tuition Reimbursement	7012026		3,500.00
				Vendor 6449 - ALBERT NUNEZ Total:	**3,500.00**
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Men's RR Sewer Line Clear	682292		175.00
100-1610-7652	ALBERTOS PLUMBING	Senior Ctr Kitchen Drain Repair	682295		225.00
				Vendor 5561 - ALBERTOS PLUMBING Total:	**400.00**
Vendor: T4621 - ALISA THIEMSUWAN					
100-4815	ALISA THIEMSUWAN	Splash Camp Session 1 Refund (Noah Ulanday)	2002643.002		120.00
				Vendor T4621 - ALISA THIEMSUWAN Total:	**120.00**
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 5/24/2026 - 6/6/2026	PS-INV106868		3,097.57
100-1205-7782	ALL CITY MANAGEMENT SERV...	Summer Crossing Guard Srvcs 5/24/2026 - 6/6/2026	PS-INV106869		644.58
				Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:	**3,742.15**
Vendor: 6875 - ALTA LANGUAGE SERVICES INC					
100-1810-7980	ALTA LANGUAGE SERVICES INC	Bilingual Testing 6/30/2026	IS854484		58.00
				Vendor 6875 - ALTA LANGUAGE SERVICES INC Total:	**58.00**
Vendor: 6634 - ANGELINA CERVANTES					
100-1205-7779	ANGELINA CERVANTES	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6634 - ANGELINA CERVANTES Total:	**300.00**
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1020-7712	BAKERS MAN PRODUCTIONS L...	One Nation Under Gol Videography	408859		600.00
				Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:	**600.00**
Vendor: 6721 - BEARSTATE WATER HEATING LLC					
100-1610-7652	BEARSTATE WATER HEATING	FC Boiler #1 Igniter/Flame Sensor Rod/Service	809473		677.89
				Vendor 6721 - BEARSTATE WATER HEATING LLC Total:	**677.89**
Vendor: 6903 - BENJAMIN CARDONA					
100-1205-7779	BENJAMIN CARDONA	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6903 - BENJAMIN CARDONA Total:	**300.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1888 - CAL BLEND SOILS INC					
100-1410-7980	CAL BLEND SOILS INC	Heavy Soil	87040		88.60
				Vendor 1888 - CAL BLEND SOILS INC Total:	**88.60**
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	FLOWBIRD	WTP Fees 6/2026	191234		88.28
				Vendor 5559 - CALE AMERICA INC Total:	**88.28**
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q2 2026	4/2026 - 6/2026		4,800.00
100-5004	CALIFORNIA BUILDING STAND…	Local Gov't Retainer Fee Q2 2026	4/2026 - 6/2026		-480.00
				Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:	**4,320.00**
Vendor: 0216 - CALIFORNIA JOINT POWERS INSURANCE AUTHORITY					
100-1820-7772	CALIFORNIA JOINT POWERS I…	FY27 Liability Program	PRIM-00158		572,931.00
100-1820-7773	CALIFORNIA JOINT POWERS I…	FY27 Workers Compensation Program	PRIM-00158		165,965.00
				Vendor 0216 - CALIFORNIA JOINT POWERS INSURANCE AUTHORITY Total:	**738,896.00**
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I…	(3) CH/PS/SC/TC Copier Lease 7/2026	43421679		1,641.70
100-1825-7631	CANON FINANCIAL SERVICES I…	(3) CH/PS/SC/TC Copier Maintenance 5/2026	43421679a		735.48
				Vendor 5719 - CANON FINANCIAL SERVICES INC Total:	**2,377.18**
Vendor: 5720 - CANON U.S.A. INC					
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 5/23/26 - 6/22/26	6016410814		52.49
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 5/27/26 - 6/26/26	6016460424		85.18
100-1825-7631	CANON U.S.A. INC	P&R Printer Maintenance 6/4/26 - 7/3/26	6016586513		72.82
				Vendor 5720 - CANON U.S.A. INC Total:	**210.49**
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7733	DJ PHIL PEREZ	SC Monthly Dance DJ	7/23/2026		175.00
				Vendor 6357 - CARLOS FELIPE PEREZ Total:	**175.00**
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	7/2026		435.00
				Vendor 0028 - CATHERINE BRATTA Total:	**435.00**
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	ICSC Conference Expense Reimbursement	6/02/2026		532.13
100-1005-7640	CESAR A GARCIA	Contract Cities Conference Expense Reimbursement	5/13/2026		624.74
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	7/2026		75.00
				Vendor 6340 - CESAR A GARCIA Total:	**1,231.87**
Vendor: 6592 - CGAA INC					
100-1205-7650	M K FUELS	Public Safety Fuel 5/15/2026	1036		81.06
				Vendor 6592 - CGAA INC Total:	**81.06**
Vendor: 6907 - CHOSEN JONES					
100-1205-7779	CHOSEN JONES	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6907 - CHOSEN JONES Total:	**300.00**
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4272664231		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4272664231		4.15
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4273479643		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4273479643		4.15
				Vendor 5140 - CINTAS CORPORATION #693 Total:	**70.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6427 - CIVICPLUS LLC					
100-1010-7685	CIVICPLUS LLC	CC Meetings Closed Captioning Translation 6/2026	378843		129.46
				Vendor 6427 - CIVICPLUS LLC Total:	**129.46**
Vendor: 6544 - CLOUD CONNECT SOLUTIONS INC					
100-1815-7830	CLOUD CONNECT SOLUTIONS …	Phone-SD Wan w/VELO/SIP/E911 Bundle 7/2026	1696		1,862.28
				Vendor 6544 - CLOUD CONNECT SOLUTIONS INC Total:	**1,862.28**
Vendor: 5328 - COMCATE SOFTWARE INC					
100-1205-7823	COMCATE SOFTWARE INC	Code/Animal Control Database 7/01/2026 - 6/30/2027	9411		10,082.07
				Vendor 5328 - COMCATE SOFTWARE INC Total:	**10,082.07**
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE…	Industrial Waste Inspections 5/2026	26060807010		7,074.50
				Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:	**7,074.50**
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1205-7980	CURO MANAGED PRINT PRO…	Nat'l Night Out 2026 Yard Signs/Postcards	105108	202606-FY26-Other Exp-PS C…	437.80
				Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:	**437.80**
Vendor: 6709 - DAHLIN GROUP INC					
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 5/2026	2605153	202615DuartePark-Part2-Play…	7,000.00
				Vendor 6709 - DAHLIN GROUP INC Total:	**7,000.00**
Vendor: 6650 - DANCEFIT LLC					
100-1605-7736	DANCEFIT LLC	World Dance/Baby Ballet/Hip-Hop 5/19/26 - 6/2/26	22		816.12
				Vendor 6650 - DANCEFIT LLC Total:	**816.12**
Vendor: T5167 - DANIEL SANCHEZ					
100-4302	DANIEL SANCHEZ	Citation Refund	DU020031132		65.00
				Vendor T5167 - DANIEL SANCHEZ Total:	**65.00**
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 5/2026	194685		564.95
				Vendor 5501 - DATA TICKET INC Total:	**564.95**
Vendor: 3838 - DELONG UNLIMITED SCREEN PRINTING					
100-1605-7636	DELONG UNLIMITED, CHAD DE…	Cooler Embroidery	26-10265		77.35
				Vendor 3838 - DELONG UNLIMITED SCREEN PRINTING Total:	**77.35**
Vendor: 6906 - DENNIS HUANG					
100-1205-7779	DENNIS HUANG	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6906 - DENNIS HUANG Total:	**300.00**
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q2 2026	4/2026 - 6/2026		33,097.90
100-5004	DEPARTMENT OF CONSERVAT…	Local Agency Fee Q2 2026	4/2026 - 6/2026		-1,654.90
				Vendor 5132 - DEPARTMENT OF CONSERVATION Total:	**31,443.00**
Vendor: 6904 - DIANA COLINDREZ-XILOJ					
100-1205-7779	DIANA COLINDREZ-XILOJ	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6904 - DIANA COLINDREZ-XILOJ Total:	**300.00**
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q2 2026	4/2026 - 6/2026		140.40
				Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:	**140.40**
Vendor: 1381 - DOLPHIN RENTS INC					
100-1010-7980	DOLPHIN RENTS INC	One Nation Under Gol Equipment Rental	11764		1,199.06
				Vendor 1381 - DOLPHIN RENTS INC Total:	**1,199.06**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1020-7710	DUARTE CHAMBER OF COMM…	FY27 First Installation Payment	15274		36,800.00
			Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:		**36,800.00**
Vendor: 0278 - DUARTE CITY MANAGER'S OFFICE PETTY CASH					
100-1010-7980	DUARTE CITY MANAGER'S OFF…	World Cup Committee Meeting	6302026		30.50
100-1010-7980	DUARTE CITY MANAGER'S OFF…	Interview Panel Snacks	6302026		22.40
100-1010-7980	DUARTE CITY MANAGER'S OFF…	Duarte Flag Shipping (CCCA Conference)	6302026		39.40
			Vendor 0278 - DUARTE CITY MANAGER'S OFFICE PETTY CASH Total:		**92.30**
Vendor: 0388 - DUARTE KIWANIS CLUB					
100-1010-7980	DUARTE KIWANIS CLUB	Brian Villalobos 4th Annual Community Angel Ticket	8/7/2026		50.00
			Vendor 0388 - DUARTE KIWANIS CLUB Total:		**50.00**
Vendor: 0046 - DUARTE PETTY CASH					
100-1020-7711	DUARTE PETTY CASH	Employee Appreciation Event Bowls & Napkins	6302026		10.50
100-1805-7612	DUARTE PETTY CASH	Costco Membership-Victoria Andrade	6302026		37.92
100-1825-7626	DUARTE PETTY CASH	HR Dept Postage	6302026		0.04
			Vendor 0046 - DUARTE PETTY CASH Total:		**48.46**
Vendor: 6040 - EAN SERVICES LLC					
100-1605-7650	EAN SERVICES LLC	Parks & Recreation Vehicle Rental 6/23/2026	42280945		157.57
			Vendor 6040 - EAN SERVICES LLC Total:		**157.57**
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	7/2026		566.00
			Vendor 1533 - EFREN CASTRO Total:		**566.00**
Vendor: 6640 - EMMA (SHA) LI					
100-1205-7779	EMMA (SHA) LI	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
			Vendor 6640 - EMMA (SHA) LI Total:		**300.00**
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		523.23
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 24 Auction Fee	FBN5662516		35.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 25,33,34,35 Maint Fees 6/2026	FBN5662516		221.66
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		347.33
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		415.58
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		669.11
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		703.61

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 6/1/2026 - 6/30/2026	FBN5662516		1,819.25
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**14,254.47**
Vendor: 4809 - EVANBROOKSASSOCIATES INC					
100-1010-7965	EVANBROOKSASSOCIATES INC	Grant Writing Services -ATP Cycle 8	26006-2		17,995.00
				Vendor 4809 - EVANBROOKSASSOCIATES INC Total:	**17,995.00**
Vendor: 6839 - EZ GLASS					
100-1610-8100	JD GLASS INC	Community Center Main Entry Door Replacement	1013		32,000.00
100-2127	JD GLASS INC	Retention-CC Main Entry Door Replacement	1013		-1,600.00
				Vendor 6839 - EZ GLASS Total:	**30,400.00**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	01363		171.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Vehicle Cleaning 5/2026	01363		36.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	01363		45.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	01363		18.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**270.00**
Vendor: 6899 - FAUSTO CASAS					
100-1410-7636	FAUSTO CASAS	Safety Boot Reimbursement	1986657		390.71
				Vendor 6899 - FAUSTO CASAS Total:	**390.71**
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Deliverry 6/4/2026	9-336-28798		56.72
				Vendor 0087 - FEDEX Total:	**56.72**
Vendor: 5632 - FOOTHILL COMMUNICATIONS INC					
100-1205-7615	FOOTHILL COMMUNICATIONS ..	Vehicle 34 Antenna Replacement	INV8073		2,987.54
100-1205-7615	FOOTHILL COMMUNICATIONS ..	EOC Base Station - Substation	INV8074		2,824.16
100-1205-7615	FOOTHILL COMMUNICATIONS ..	EOC Digital Radio Licenses (5)	INV8075		2,844.38
100-1205-7615	FOOTHILL COMMUNICATIONS ..	EOC Radio Antenna Upgrade	INV8076		6,278.33
100-1205-7780	FOOTHILL COMMUNICATIONS ..	ACO Radios & Multi Unit Charger	INV8090		3,562.68
				Vendor 5632 - FOOTHILL COMMUNICATIONS INC Total:	**18,497.09**
Vendor: 6680 - FRANCES JIMENEZ					
100-1010-7610	FRANCES JIMENEZ	MMC Institute Expense Reimbursement	6/15/26 - 6/18/26		224.23
				Vendor 6680 - FRANCES JIMENEZ Total:	**224.23**
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 6/2026	212540		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 6/2026	212541		66.00
				Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:	**132.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6898 - G.L.A.M. MUSIC INC					
100-1605-7729	G.L.A.M. MUSIC INC	Concerts in the Park Band	7/24/2026		2,500.00
				Vendor 6898 - G.L.A.M. MUSIC INC Total:	**2,500.00**
Vendor: 6179 - GEO PLASTICS (CA)					
100-1825-7688	GEO PLASTICS (CA)	Used Oil Containers and Funnels	82108	202601-Exp-Used Oil-OPP15-…	1,462.67
100-1825-7688	GEO PLASTICS (CA)	Used Oil Containers and Funnels	82108	202616-Used Oil-OPP16-25-0…	1,938.10
				Vendor 6179 - GEO PLASTICS (CA) Total:	**3,400.77**
Vendor: 6901 - GRACE BRENNAN					
100-1205-7779	GRACE BRENNAN	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6901 - GRACE BRENNAN Total:	**300.00**
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	PS Bulk Mailing Envelopes/Business Cards	114024		1,009.75
				Vendor 5340 - GRAND PRINTING INC Total:	**1,009.75**
Vendor: 5347 - GRANICUS INC					
100-1020-7712	GRANICUS INC	Website Homepage 7th Button (Milestone 3 of 4)	232134		46.66
				Vendor 5347 - GRANICUS INC Total:	**46.66**
Vendor: 6912 - GRANICUS LLC					
100-1020-7712	GRANICUS LLC	Website Homepage 7th Button (Milestone 4 of 4)	232261		46.66
100-1020-7722	GRANICUS LLC	govAccess Website Hosting 7/19/2026 - 7/18/2027	232601		13,370.57
				Vendor 6912 - GRANICUS LLC Total:	**13,417.23**
Vendor: 6783 - HEY HEY ENTERTAINMENT					
100-1605-7740	HEY HEY ENTERTAINMENT	Summer Day Camp Face Painter/Balloons	7/15/2026		295.00
100-1605-7740	HEY HEY ENTERTAINMENT	Summer Day Camps Special Attractions	7/22/2026		425.00
				Vendor 6783 - HEY HEY ENTERTAINMENT Total:	**720.00**
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1205-7780	HOME DEPOT CREDIT SERVICES	ACO Cleaning Supplies	6510146		26.50
100-1610-7618	HOME DEPOT CREDIT SERVICES	Parks/Teen Ctr Supplies & Repairs	5510401		222.41
100-1610-7618	HOME DEPOT CREDIT SERVICES	Batteries/Paint/Shop Supplies	6532036		240.39
100-1610-7618	HOME DEPOT CREDIT SERVICES	Fitness Ctr Repairs	513753		49.25
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Blowers & Batteries	5523063		298.45
100-1610-7618	HOME DEPOT CREDIT SERVICES	CH Plumbing Repairs/Tools	4515142		291.20
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Return	3214939		-98.34
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	3523347		106.74
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Tools/Supplies & Repairs	3534196		53.33
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Electrical Repair	6024872		91.43
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Hall Space Heaters	5726648		114.67
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Tools/Supplies & Repairs	8531673		118.10
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Insect Repellent/Misc Supplies	4020754		183.81
100-1610-7618	HOME DEPOT CREDIT SERVICES	SC Dining Room Painting/Repairs	3543170		154.26
100-1410-7614	HOME DEPOT CREDIT SERVICES	City Yard Label Maker	6511332		53.45
100-1605-7735	HOME DEPOT CREDIT SERVICES	TC Splashtacular Hoses	5302719		254.06
100-1410-7614	HOME DEPOT CREDIT SERVICES	Early Pay Discount	74238145		-0.97
100-1605-7735	HOME DEPOT CREDIT SERVICES	Early Pay Discount	74238145		-4.60
				Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:	**2,154.14**
Vendor: 6897 - IPRO MEDIA INC					
100-1815-7821	IPRO MEDIA INC	Ruckus Cloud Switch Mgmt 7/2026	30857		399.20
100-1815-7821	IPRO MEDIA INC	VITA Mgmt 7/2026	30875		682.00

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1815-7830	IPRO MEDIA INC	Mitel Maintenance 7/2026	30896		516.00
				Vendor 6897 - IPRO MEDIA INC Total:	**1,597.20**
Vendor: 6908 - IRMA MARTINEZ					
100-1205-7779	IRMA MARTINEZ	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6908 - IRMA MARTINEZ Total:	**300.00**
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	7/2026		218.00
				Vendor 3821 - JACQUELINE BURCKHARD Total:	**218.00**
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7636	JAG ENDEAVORS LLC	Summer Staff Uniforms	2117		1,054.17
100-1605-7739	JAG ENDEAVORS LLC	Special Event T-Shirts	2116		1,569.10
				Vendor 6031 - JAG ENDEAVORS LLC Total:	**2,623.27**
Vendor: 6620 - JANINE R TORRE					
100-1750	PAM KAY'S TAP CHICKS	SC 4th of July Entertainment 7/2/2026	127		375.00
				Vendor 6620 - JANINE R TORRE Total:	**375.00**
Vendor: 6414 - JESSY VERGARA					
100-1205-7779	JESSY VERGARA	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6414 - JESSY VERGARA Total:	**300.00**
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	7/2026		435.00
				Vendor 0128 - JIM KIRCHNER Total:	**435.00**
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	7/2026		435.00
				Vendor 0086 - JOHN FASANA Total:	**435.00**
Vendor: 6659 - JOHNNY D ALLEN					
100-1605-7736	JOHNNY ALLEN TENNIS ACAD...	Tennis/Pickleball 7/1/2025 - 2/10/2026	06242026		1,913.00
				Vendor 6659 - JOHNNY D ALLEN Total:	**1,913.00**
Vendor: 5406 - JOSE ANGEL FIERROS					
100-1610-7652	FS CONTRACTORS INC	FC-Comp Pool Deck Concrete Replacement	3780		7,000.00
				Vendor 5406 - JOSE ANGEL FIERROS Total:	**7,000.00**
Vendor: T3772 - JUANA TORRES					
100-2120	JUANA TORRES	Comp Pool Rent Deposit Refund 6/20/2026	R112886		500.00
				Vendor T3772 - JUANA TORRES Total:	**500.00**
Vendor: 6905 - JULIANNA FIGUEROA					
100-1205-7779	JULIANNA FIGUEROA	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6905 - JULIANNA FIGUEROA Total:	**300.00**
Vendor: 6643 - JUSTUS PEOPLES					
100-1205-7779	JUSTUS PEOPLES	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6643 - JUSTUS PEOPLES Total:	**300.00**
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
100-1415-7889	LANDSCAPE WAREHOUSE INC	Lower Sports Park Irrigation Repairs	2606-669753		475.30
				Vendor 3968 - LANDSCAPE WAREHOUSE III Total:	**475.30**
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 5/2026	9060		123.00
				Vendor 5438 - LDM ASSOCIATES INC Total:	**123.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0139 - LEAGUE OF CALIFORNIA CITIES					
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	FY27 Los Angeles County Division Dues	4456		1,149.75
				Vendor 0139 - LEAGUE OF CALIFORNIA CITIES Total:	**1,149.75**
Vendor: 6909 - LEAH MARTINEZ					
100-1205-7779	LEAH MARTINEZ	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6909 - LEAH MARTINEZ Total:	**300.00**
Vendor: 6415 - LEONEL CARDONA					
100-1205-7779	LEONEL CARDONA	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6415 - LEONEL CARDONA Total:	**300.00**
Vendor: 6844 - LOTUS WOLF INC					
100-1205-7636	FSP DESIGNS	Public Safety Staff Uniforms	14500		217.70
100-1205-7779	FSP DESIGNS	DART Uniforms	14506	202520-Walmart Grant-PS Yo...	991.71
100-1205-7779	FSP DESIGNS	DART Uniform	14507		15.17
100-1205-7779	FSP DESIGNS	DART Uniform	14507	202520-Walmart Grant-PS Yo...	7.05
				Vendor 6844 - LOTUS WOLF INC Total:	**1,231.63**
Vendor: 4086 - LSL, LLP					
100-1805-7654	LSL, LLP	FY26 Gann Limit	75487		770.00
100-1805-7654	LSL, LLP	GASB 103 Implementation Assistance	75487		5,000.00
				Vendor 4086 - LSL, LLP Total:	**5,770.00**
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 7/2026	huntplaz-1735-0726		1,750.00
				Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:	**1,750.00**
Vendor: 6789 - MAHANA DANCE COMPANY					
100-1605-7733	MAHANA DANCE COMPANY	Deposit-SC Luau Entertainment/Food 8/28/2026	26-251		1,777.28
				Vendor 6789 - MAHANA DANCE COMPANY Total:	**1,777.28**
Vendor: 6039 - MANUEL ENRIQUEZ					
100-1605-7610	MANUEL ENRIQUEZ	Presidium Certified Program Expense Reimbursement	6/9/26 - 6/11/26		110.06
				Vendor 6039 - MANUEL ENRIQUEZ Total:	**110.06**
Vendor: 6859 - MANUEL RUIZ CUEVAS					
100-1205-7779	MANUEL RUIZ CUEVAS	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6859 - MANUEL RUIZ CUEVAS Total:	**300.00**
Vendor: T5162 - MARCEL ZUNIGA					
100-4808	MARCEL ZUNIGA	Refund Account Credit Balance	2001077.004		56.00
				Vendor T5162 - MARCEL ZUNIGA Total:	**56.00**
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Tech Equipment for Council Use	6/11/2026		745.86
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	7/2026		75.00
				Vendor 0285 - MARGARET FINLAY Total:	**820.86**
Vendor: T5163 - MARIA GAMIZ-CORONA					
100-2124	MARIA GAMIZ-CORONA	Gazebo Rent Deposit Refund	2002644.002		50.00
				Vendor T5163 - MARIA GAMIZ-CORONA Total:	**50.00**
Vendor: T5164 - MARIELA COTTO					
100-4008	MARIELA COTTO	Refund-Level 3/4 Swim (Gianna Cotto)	2001078.004		37.50
				Vendor T5164 - MARIELA COTTO Total:	**37.50**
Vendor: 6911 - MARKEL SAMUELS					
100-1205-7779	MARKEL SAMUELS	WIN Stipend	7012026	202701-WIN/1205-7779-Sum...	300.00
				Vendor 6911 - MARKEL SAMUELS Total:	**300.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6695 - MARTIN CALDERON RIOS					
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	7/2026		75.00
				Vendor 6695 - MARTIN CALDERON RIOS Total:	**75.00**
Vendor: 4286 - MAXTREME INC					
100-1815-7632	MAXTREME SERVICES	Datadog 5/2026	13881		18.00
100-1815-7632	MAXTREME SERVICES	Digital Ocean 5/2026	13881		10.00
100-1815-7632	MAXTREME SERVICES	Google Maxhavens 5/2026	13881		50.40
100-1815-7965	MAXTREME SERVICES	New Domain Project	13881		5,000.00
100-1815-7980	MAXTREME SERVICES	Synology Drives/Adapters/HdL Kiosk/Misc Equipment	13881		4,734.39
100-1815-7632	MAXTREME SERVICES	MacPaw CleanMyMac Subscription 6/25/26 - 6/25/27	13882		127.95
100-1815-7980	MAXTREME SERVICES	iPhone Accessories/Laptop USB/KioskPro Plus	13882		315.41
100-1815-7632	MAXTREME SERVICES	FY27 Jamf Pro Renewal	13884		17,500.00
				Vendor 4286 - MAXTREME INC Total:	**27,756.15**
Vendor: 6902 - MELANIE CABRERA					
100-1205-7779	MELANIE CABRERA	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6902 - MELANIE CABRERA Total:	**300.00**
Vendor: 6645 - MELISSA SANCHEZ-QUINTERO					
100-1205-7779	MELISSA SANCHEZ-QUINTERO	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6645 - MELISSA SANCHEZ-QUINTERO Total:	**300.00**
Vendor: 6407 - MICHAEL DANDURAND					
100-1205-7779	MICHAEL DANDURAND	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6407 - MICHAEL DANDURAND Total:	**300.00**
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	7/2026		435.00
				Vendor 1042 - MICHAEL TARR Total:	**435.00**
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMA…	Westminster Gardens Specific Plan 5/2026	0096867	202417-dep-Westminister Ga…	4,732.50
				Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:	**4,732.50**
Vendor: 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC					
100-1605-7614	TREVIPAY	Storage Supplies	56eb293f		55.23
100-1605-7614	TREVIPAY	Storage Supplies	c14e038d		55.23
100-1605-7614	TREVIPAY	Storage Supplies	c660a93c		11.01
100-1605-7614	TREVIPAY	Storage Supplies	da37d259		55.22
				Vendor 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC Total:	**176.69**
Vendor: 2461 - MVP, LLC					
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	7/2026		14,537.00
				Vendor 2461 - MVP, LLC Total:	**14,537.00**
Vendor: 6876 - NED PAN INC					
100-1605-7737	PANTAGES THEATRE	The Lion King Excursion Tickets 1/21/2027	849837		2,645.00
				Vendor 6876 - NED PAN INC Total:	**2,645.00**
Vendor: 6417 - NETFILE INC					
100-1010-7685	NETFILE INC	Netfile Annual Subscription 7/1/2026 - 6/30/2027	10991		4,000.00
				Vendor 6417 - NETFILE INC Total:	**4,000.00**
Vendor: 6892 - NORTH AMERICAN RESCUE HOLDINGS LLC					
100-1205-7780	NORTH AMERICAN RESCUE LLC	Trauma kit supplies	IN993250		3,029.83
				Vendor 6892 - NORTH AMERICAN RESCUE HOLDINGS LLC Total:	**3,029.83**
Vendor: T5165 - OMAR LEON					
100-4815	OMAR LEON	Refund-Summer Day Camp Session 4 (Nathan Leon)	2002646.002		120.00
				Vendor T5165 - OMAR LEON Total:	**120.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	7/2026		76.92
				Vendor 1197 - PAMELA ROMERO Total:	**76.92**
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7735	PARTY PRONTO INC	Teen Ctr Splash Week Slip N' Slide Rental 6/17/26	O46431		509.00
				Vendor 6286 - PARTY PRONTO INC Total:	**509.00**
Vendor: 6900 - PHILIP AGUIRRE					
100-1205-7779	PHILIP AGUIRRE	WIN Stipend	7012026	202701-WIN/1205-7779-Sum…	300.00
				Vendor 6900 - PHILIP AGUIRRE Total:	**300.00**
Vendor: 6868 - PITNEY BOWES INC					
100-1405-7980	PITNEY BOWES INC	CMD - Office Equipment for Public Noticing	1029663418		2,950.92
				Vendor 6868 - PITNEY BOWES INC Total:	**2,950.92**
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/CC/Yard Alarm Monitoring 7/2026	1936558		162.07
				Vendor 2466 - POST ALARM SYSTEMS Total:	**162.07**
Vendor: 5403 - PRONTO GYM SERVICES INC					
100-1610-7652	PRONTO GYM SERVICES INC	FC Equipment Cable System Part Replacement	29599		654.12
				Vendor 5403 - PRONTO GYM SERVICES INC Total:	**654.12**
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Membership Dues	FY27 Q1		112.50
100-1010-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Membership Dues	FY27 Q1		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Larry Breceda Membership Dues	FY27 Q1		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Membership Dues	FY27 Q1		262.50
100-1805-7612	ROTARY CLUB OF DUARTE	Kristen Petersen Membership Dues	FY27 Q1		262.50
				Vendor 0076 - ROTARY CLUB OF DUARTE Total:	**1,162.50**
Vendor: 6585 - RUBEN VIOLA					
100-1010-7980	QUALITY PRINTING AND MAIL…	One Nation Under Gol Posters	4246		331.50
100-1605-7733	QUALITY PRINTING AND MAIL…	July/August 2026 SC Newsletter	4253		820.46
				Vendor 6585 - RUBEN VIOLA Total:	**1,151.96**
Vendor: 6811 - RUDY HERNANDEZ					
100-1605-7729	RMH DANCE	Concerts in the Park Sound/Dance Floor	071726COD		3,700.00
100-1605-7729	RMH DANCE	Concert in the Park Sound 7/24/2026	072426COD		3,700.00
				Vendor 6811 - RUDY HERNANDEZ Total:	**7,400.00**
Vendor: 6895 - SALVATORE C KUENZLER					
100-1605-7729	CITY CONNECTION ENTERTAI…	Conccerts in the Park Band	7/17/2026		3,000.00
				Vendor 6895 - SALVATORE C KUENZLER Total:	**3,000.00**
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	7/2026		75.00
				Vendor 5263 - SAMUEL KANG Total:	**75.00**
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-4809	SCMAF-SAN GABRIEL VALLEY	SCMAF Track 2026 Track Meet	SGVTRACK-Rosemead		1,764.00
				Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:	**1,764.00**
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	June 2026 Courier Pick-up	26060689		394.00
				Vendor 6277 - SECTRAN SECURITY INC Total:	**394.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0209 - SMART & FINAL					
100-1605-7980	SMART & FINAL	World Cup Kickoff Staff Appreciation	807999		253.74
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	091888		283.23
100-1605-7733	SMART & FINAL	SC Father's Day Snacks	569955		187.65
100-1605-7740	SMART & FINAL	Summer Day Camp W3 Snacks	969477		343.32
100-1605-7730	SMART & FINAL	Splash in the Park Popsicles	462311		71.82
				Vendor 0209 - SMART & FINAL Total:	**1,139.76**
Vendor: 0529 - SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS					
100-1025-7698	SOUTHERN CALIFORNIA ASSO...	FY27 Membership Dues	SCAG FY27 0051		3,544.00
				Vendor 0529 - SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS Total:	**3,544.00**
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1410-7614	STAPLES	Office Supplies	6066388123		19.88
100-1605-7614	STAPLES	Office Supplies	6066388124		59.64
100-1410-7614	STAPLES	Office Supplies	6066388125		110.48
100-1825-7613	STAPLES	Copier Paper	6066935348		142.79
				Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:	**332.79**
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	7/2026		435.00
				Vendor 0083 - STEVE ESBENSHADE Total:	**435.00**
Vendor: 6818 - STING USA LP					
100-1605-7745	STING USA LP	Fight Tape 1"	S12852		85.00
100-1605-7745	STING USA LP	12 oz Gloves	S12852		704.00
100-1605-7745	STING USA LP	14 oz Orion Laced Gloves	S12852		571.50
100-1605-7745	STING USA LP	Red Slinglets	S12852		99.00
100-1605-7745	STING USA LP	Red & Blue Head Guard (M & L)	S12852		528.00
100-1605-7745	STING USA LP	Light Groin Guards S, M, L	S12852		242.00
100-1605-7745	STING USA LP	Blue Slinglets	S12852		199.00
100-1605-7745	STING USA LP	Pro Fight Gauze	S12852		60.00
100-1605-7745	STING USA LP	Red Shorts	S12852		132.00
100-1605-7745	STING USA LP	Blue Shorts	S12852		132.00
100-1605-7745	STING USA LP	Skipping Rope	S12852		80.00
				Vendor 6818 - STING USA LP Total:	**2,832.50**
Vendor: 6343 - STUBBIES PROMOTIONS INC					
100-1010-7980	STUBBIES PROMOTIONS INC	One Nation Under Gol Soccer Boot Mugs	25897		1,474.23
				Vendor 6343 - STUBBIES PROMOTIONS INC Total:	**1,474.23**
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Annual Detection Testing	SA-68707		645.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 5/19/2026	SA-68709		175.00
				Vendor 1610 - SUNWEST ENGINEERING Total:	**820.00**
Vendor: T5166 - SUSAN QUOCK					
100-2126	SUSAN QUOCK	Const/Demo Deposit Refund (P#2024-370)	R108287		1,100.00
100-5004	SUSAN QUOCK	Administrative Fee (P#2024-370)	R108287		-125.00
				Vendor T5166 - SUSAN QUOCK Total:	**975.00**
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	7/2026		75.00
				Vendor 6457 - TERA MARTIN DEL CAMPO Total:	**75.00**
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	7/2026		566.00
				Vendor 3904 - TERESA RENTERIA Total:	**566.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	7/2026		75.00
				Vendor 6100 - TONEY LEWIS Total:	**75.00**
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/01/2026 - 9/30/2026	CI100-00285525		13,613.94
				Vendor 4674 - TYLER TECHNOLOGIES INC Total:	**13,613.94**
Vendor: 5194 - U.S. BANK PARS ACCOUNT #6746050100					
100-1825-7072	U.S. BANK PARS ACCOUNT #6…	FY27 Pension Rate Stabilization	6/9/2026		61,000.00
				Vendor 5194 - U.S. BANK PARS ACCOUNT #6746050100 Total:	**61,000.00**
Vendor: 4484 - U.S. BANK					
100-1005-7641	U.S. BANK	Tera Martin JPIA Conference Airfare (United)	6252026BV		466.80
100-1005-7643	U.S. BANK	Vinh Truong League of CA Cities Conf Registation	6252026BV		467.24
100-1005-7650	U.S. BANK	Toney Lewis League of CA Cities Conf Registration	6252026BV		675.00
100-1010-7610	U.S. BANK	Albert Nunez CAPIO Webinar Registration	6252026BV		30.00
100-1010-7610	U.S. BANK	Brian V Mtg w/Sergeant Dobbins 5/28/26 (Mikomi)	6252026BV		54.61
100-1010-7610	U.S. BANK	Frances Jimenez MCI MMC Training Hotel (Fairfield)	6252026BV		677.70
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	6252026BV		18.00
100-1010-7980	U.S. BANK	CC Charged in Error 6/11/26 (Duarte Rotary Club)	6252026BV		251.94
100-1010-7980	U.S. BANK	One Nation Under Gol Items (Amazon)	6252026BV		180.01
100-1010-7980	U.S. BANK	One Nation Under Gol Items (Target)	6252026BV		176.73
100-1010-7980	U.S. BANK	CC Mtg 6/9/26 Dessert (Sweet Nothings)	6252026BV		36.30
100-1010-7980	U.S. BANK	World Cup Decorations (SP Winner Party)	6252026BV		253.82
100-1010-7980	U.S. BANK	CC Mtg 6/9/26 Dinner (Chiptole)	6252026BV		257.57
100-1010-7980	U.S. BANK	World Cup Stickers (Vista Print)	6252026BV		951.32
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Heemo)	6252026BV		41.36
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dessert (Sweet Nothings)	6252026BV		37.60
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Cabreras)	6252026BV		35.97
100-1010-7980	U.S. BANK	World Cup Items (Amazon)	6252026BV		33.14
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Pho Ha)	6252026BV		31.45
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Tacos)	6252026BV		18.63
100-1010-7980	U.S. BANK	DashPass 6/5/2026 - 7/5/2026 (DoorDash)	6252026BV		9.99
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Janet's)	6252026BV		90.04
100-1010-7980	U.S. BANK	Closed Session 5/26/26 Dinner (DoorDash-Cava)	6252026BV		58.55
100-1020-7712	U.S. BANK	HootSuite Monthly Membership	6252026BV		149.00
100-1020-7712	U.S. BANK	Social Meda Ads (Facebook)	6252026BV		79.66
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	6252026BV		59.80
100-1020-7712	U.S. BANK	Spotify Subscription	6252026BV		21.99
100-1020-7712	U.S. BANK	E-News & Presss Release (ConstantContact)	6252026BV		86.45

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1810-7611	U.S. BANK	Vinh Truong SB827 Training (BBK Law)	6252026BV		75.00
100-1810-7611	U.S. BANK	Sam Kang SB827 Training (BBK Law)	6252026BV		75.00
100-1810-7611	U.S. BANK	Tera Martin Del Campo SB827 Training (BBK Law)	6252026BV		75.00
100-1810-7611	U.S. BANK	Toney Lewis SB827 Training (League of CA Cities)	6252026BV		50.00
100-1410-7610	U.S. BANK	(2) MSA June 2026 Meeting & Training	6252026CH		61.80
100-1410-7610	U.S. BANK	Gerard Batista MSA Annual Conference Registration	6252026CH		728.00
100-1410-7612	U.S. BANK	Gerard Batista MSA LA/OC Membership Renewal	6252026CH		468.65
100-1410-7614	U.S. BANK	Field Srvcs Printer Toner (Amazon)	6252026CH		172.45
100-1410-7887	U.S. BANK	Field Srvcs TeeJet Rubber Gaskets (Amazon)	6252026CH		136.25
100-1805-7614	U.S. BANK	Admin Srvcs Dept Supplies (Amazon)	6252026KP		60.13
100-1805-7980	U.S. BANK	Admon Srvcs Staff Meeting Snacks (A & P Donuts)	6252026KP		42.75
100-1810-7610	U.S. BANK	Kristen Petersen CalPERLA Conf Hotel (Expedia)	6252026KP		1,035.32
100-1810-7610	U.S. BANK	Kristen Evaluation Mtg w/Erwin Mendez (Sena)	6252026KP		54.67
100-1810-7610	U.S. BANK	Kristen Petersen CalPERLA Conf Airfare (United)	6252026KP		683.76
100-1810-7614	U.S. BANK	HR Supplies (Amazon)	6252026KP		81.50
100-1810-7980	U.S. BANK	Employee 1yr Anniversary Recognition(RedwoodPizza)	6252026KP		22.07
100-1815-7632	U.S. BANK	Finance Webinar 6/7/2026 - 7/6/2026 (Zoom)	6252026KP		96.00
100-1815-7632	U.S. BANK	DropBox License 6/15/2026 - 6/15/2027	6252026KP		1,440.00
100-1605-7610	U.S. BANK	ME Presidium Guardian Training (Coffee Bean)	6252026ME		5.50
100-1605-7610	U.S. BANK	Celebrate Graduates Staff Training (NothingBundt)	6252026ME		57.75
100-1605-7610	U.S. BANK	ME Presidium Guardian Training (Coffee Bean)	6252026ME		2.85
100-1605-7610	U.S. BANK	P&R Staff/Planning Meeting 6/2/26 (Juan Pollo)	6252026ME		196.79
100-1605-7610	U.S. BANK	June 19th Staff Development (El Pollo Loco)	6252026ME		844.36
100-1605-7610	U.S. BANK	June 19th Staff Development (Costco)	6252026ME		167.54
100-1605-7614	U.S. BANK	Stapler (Amazon)	6252026ME		18.76
100-1605-7614	U.S. BANK	Descaler (Amazon)	6252026ME		26.19
100-1605-7614	U.S. BANK	iCloud Storage (Apple.com)	6252026ME		0.99
100-1605-7614	U.S. BANK	P&R Office Supplies (Amazon)	6252026ME		37.57
100-1605-7693	U.S. BANK	Teen Ctr MYC Dinner 6/15/26 (Wing Stop)	6252026ME		197.66
100-1605-7693	U.S. BANK	Teen Ctr MYC Dinner 6/9/26 (Dominos Pizza)	6252026ME		88.30
100-1605-7733	U.S. BANK	SC Hand Sanitizers Batteries (Amazon)	6252026ME		44.14
100-1605-7733	U.S. BANK	SC Summer Starter Pack Supplies (Amazon)	6252026ME		301.35
100-1605-7733	U.S. BANK	Senior Ctr Dry Erase Markers (Amazon)	6252026ME		18.99
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	6252026ME		112.10

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 6/4/2026 - 7/3/2026	6252026ME		8.99
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Hobby Lobby)	6252026ME		10.96
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Amazon)	6252026ME		300.64
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Amazon)	6252026ME		144.84
100-1605-7734	U.S. BANK	Fitness Ctr Wristbands (Amazon)	6252026ME		88.35
100-1605-7734	U.S. BANK	Red, White & Pool Party Supplies (Amazon)	6252026ME		187.55
100-1605-7734	U.S. BANK	Red,White & Pool Party Supplies (Winner Party)	6252026ME		101.94
100-1605-7734	U.S. BANK	Fitness Ctr Office Supplies (Amazon)	6252026ME		91.23
100-1605-7735	U.S. BANK	Return-Teen Ctr Mixing Bowls (Amazon)	6252026ME		-24.30
100-1605-7735	U.S. BANK	Return-Teen Ctr Mixing Bowls (Amazon)	6252026ME		-24.30
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 6/4/2026 - 7/3/2026	6252026ME		11.00
100-1605-7735	U.S. BANK	Return-TC Computer Cables (Amazon)	6252026ME		-33.65
100-1605-7735	U.S. BANK	TC Duarte Dance Supplies (Amazon)	6252026ME		64.29
100-1605-7735	U.S. BANK	Return-TC Easel (Amazon)	6252026ME		-57.73
100-1605-7735	U.S. BANK	Teen Ctr Kitchen Mixing Bowls (Amazon)	6252026ME		55.22
100-1605-7735	U.S. BANK	CHYLL Excursion Parking (Disneyland Tickets)	6252026ME		160.00
100-1605-7735	U.S. BANK	TC Cookie Club Kitchen Supplies (Amazon)	6252026ME		132.51
100-1605-7735	U.S. BANK	TC Computer Cables (Amazon)	6252026ME		33.65
100-1605-7739	U.S. BANK	IDC 2026 Publicity Supplies (Amazon)	6252026ME		41.98
100-1605-7739	U.S. BANK	PMLB Publicity (Amazon)	6252026ME		143.54
100-1605-7739	U.S. BANK	IDC 2026 Promo Props (PaperSource)	6252026ME		31.49
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	6252026ME		514.40
100-1605-7740	U.S. BANK	ROP Bldg Day Camp Refrigerator (Lowes)	6252026ME		539.24
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	6252026ME		221.67
100-1605-7740	U.S. BANK	Splash Camp Supplies (Amazon)	6252026ME		181.32
100-1605-7740	U.S. BANK	Summer Day Camps Lunch Workshop (Panda Express)	6252026ME		143.65
100-1605-7745	U.S. BANK	Refund-TC Boxing Bowling Excursion 6/11/26(Round1)	6252026ME		-215.52
100-1605-7745	U.S. BANK	TC Boxing Bowling Excursion 6/11/26 (Round 1)	6252026ME		718.40
100-1605-7745	U.S. BANK	Eduardo Martinez USA Boxing Membership	6252026ME		132.00
100-1605-7745	U.S. BANK	TC Boxing Hand Weights (Amazon)	6252026ME		120.92
100-1605-7745	U.S. BANK	TC Boxing Hand Wraps (Amazon)	6252026ME		105.40
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Hobby Lobby)	6252026ME		5.60
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Amazon)	6252026ME		596.40
100-1605-7758	U.S. BANK	IDC 2026 Nat'l Anthem Singer Giftcard (Amazon)	6252026ME		50.00

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7758	U.S. BANK	IDC 2026 LA County Public Health Permit	6252026ME		2,434.88
100-1605-7980	U.S. BANK	PMLB Staff Mug Tags (Amazon)	6252026ME		22.09
100-1610-7618	U.S. BANK	Ice Machine (Costco)	6252026ME		220.99
100-1610-7618	U.S. BANK	Senior Ctr Podium (Amazon)	6252026ME		287.29
100-1610-7652	U.S. BANK	(30) CC Tablecloth Cleaning (Roman Cleaners)	6252026ME		540.00
100-1005-7643	U.S. BANK	Vinh Truong League of CA Cities Conf Registration	FY27-6252026BV		207.76
100-1010-7610	U.S. BANK	Brian V 2026 Fall CCCA Conference Registration	FY27-6252026BV		775.00
100-1010-7610	U.S. BANK	Brian V ICSC Western Conference Registration	FY27-6252026BV		262.50
100-1010-7610	U.S. BANK	Brian V League of CA Cities Conf Registration	FY27-6252026BV		675.00
				Vendor 4484 - U.S. BANK Total:	**22,737.05**
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	7/2026		75.00
				Vendor 6196 - VINH TRUONG Total:	**75.00**
Vendor: 5935 - WALLACE SIGN COMPANY					
100-1205-7650	WALLACE SIGN COMPANY	Vehicle 24 Decals	23374		590.31
				Vendor 5935 - WALLACE SIGN COMPANY Total:	**590.31**
Vendor: 1521 - WEST COAST ARBORISTS INC					
100-1415-7907	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	245650		4,200.00
				Vendor 1521 - WEST COAST ARBORISTS INC Total:	**4,200.00**
Vendor: 6567 - WESTERN A/V					
100-1605-7965	WESTERN A/V	AV Equipment Maintenance Contract	24013		4,430.00
				Vendor 6567 - WESTERN A/V Total:	**4,430.00**
Vendor: 4797 - WEX BANK					
100-1410-7650	FLEET SERVICES (76 FLEET)	Field Services Fuel 5/01/26 - 5/31/26	112914763		107.54
				Vendor 4797 - WEX BANK Total:	**107.54**
				Fund 100 - GENERAL FUND Total:	**1,199,493.47**
Fund: 220 - GAS TAX FUN					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7890	COUNTY OF LOS ANGELES DE…	KITS Monitoring & Reports 5/2026	26060807068		378.38
220-2210-7890	COUNTY OF LOS ANGELES DE…	Traffic Signal Maintenance 5/2026	26060807329		4,011.31
				Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:	**4,389.69**
Vendor: 3957 - JCL BARRICADE					
220-2210-7813	JCL TRAFFIC SERVICES	Regulatory Sign Replacement/Installation	134727		2,450.00
220-2210-8070	JCL TRAFFIC SERVICES	Regulatory Sign Replacement/Installation	134727		902.35
				Vendor 3957 - JCL BARRICADE Total:	**3,352.35**
Vendor: 6834 - TRAFFIC AND PARKING CONTROL CO LLC					
220-2225-7980	TRAFFIC AND PARKING CONT…	BlinkerSign @ Kellwil Intersection	SO796697		1,704.50
				Vendor 6834 - TRAFFIC AND PARKING CONTROL CO LLC Total:	**1,704.50**
Vendor: 5887 - WGJ ENTERPRISES INC					
220-2225-7980	PCI	Buena Vista Street Improvements	13000C-01		9,900.00

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
220-2225-7980	PCI	Buena Vista/Kelwill Removal of Striping & Signage	13000C-02		2,000.00
				Vendor 5887 - WGJ ENTERPRISES INC Total:	**11,900.00**
				Fund 220 - GAS TAX FUN Total:	**21,346.54**
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
Vendor: 6380 - ONYX PAVING COMPANY INC					
225-2127	ONYX PAVING COMPANY INC	Retention-FY26 Street Rehab Project	26-018-02	202607-Retention_Other Cap ...	-6,651.35
225-2250-8100	ONYX PAVING COMPANY INC	FY 25-26 Street Rehab Project	26-018-02	202607-Other Cap Improv-FY...	45,225.00
225-2250-8100	ONYX PAVING COMPANY INC	City Change Order	26-018-02	202607-Other Cap Improv-FY...	87,802.00
				Vendor 6380 - ONYX PAVING COMPANY INC Total:	**126,375.65**
				Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:	**126,375.65**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMMR/WTS & MEASURES					
240-2410-7662	COUNTY OF LOS ANGELES AGR...	Royal Oaks Park Gopher Control 5/2026	261889		290.66
				Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMMR/WTS & MEASURES Total:	**290.66**
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
240-2426-7810	A-1 MAINTENANCE SERVICES ...	Grocery Outlet Ctr Sweeping 6/2026	212539		843.00
				Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:	**843.00**
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
240-2410-7888	HOME DEPOT CREDIT SERVICES	Royal Oaks Trail Irrigation Repairs	6511209		7.11
240-2410-7891	HOME DEPOT CREDIT SERVICES	Irrigation & Landscape Curb Repair	6511331		85.31
240-2410-7891	HOME DEPOT CREDIT SERVICES	Irrigation Parts/Repair	4801448		17.97
240-2410-7888	HOME DEPOT CREDIT SERVICES	Early Pay Discount	74238145		-0.13
240-2410-7891	HOME DEPOT CREDIT SERVICES	Early Pay Discount	74238145		-1.87
				Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:	**108.39**
Vendor: 6845 - JAMES KNIGHT					
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Royal Oaks Park	32666JK		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Beardslee Park	32277JK		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Mountain Ave Median	32278JK		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Central Ave Median	32279JK		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Highland Ave Promenade	32280JK		90.00
240-2410-7662	RIPPLE PLUMBING	Backflow Testing-Royal Oaks Dr Easement	32281JK		90.00
240-2434-7887	RIPPLE PLUMBING	Backflow Testing-Citrus Villas LLD	32282JK		90.00
240-2410-7663	RIPPLE PLUMBING	Backflow Testing-Huntington Dr Median	32283JK		90.00
				Vendor 6845 - JAMES KNIGHT Total:	**720.00**
Vendor: 6835 - JHM SUPPLY INC					
240-2421-7887	JHM SUPPLY INC	Las Lomas LLD Irrigation Repairs	120432/3		907.04
				Vendor 6835 - JHM SUPPLY INC Total:	**907.04**
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repairs	2606-669753		104.13
240-2410-7888	LANDSCAPE WAREHOUSE INC	Veterans Park Irrigation Repair	2606-670576		45.89
240-2410-7888	LANDSCAPE WAREHOUSE INC	Royal Oaks Park Irrigation Repairs	2606-670658		74.21
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repair	2606-674557		40.82
240-2427-7887	LANDSCAPE WAREHOUSE INC	Rancho Verde Irrigatio...	2606-674862		495.37

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
240-2426-7887	LANDSCAPE WAREHOUSE INC	Grocery Outlet Ctr Irrigation Repairs	2606-674866		491.08
240-2423-7887	LANDSCAPE WAREHOUSE INC	Amberwood LLD Irrigation Repairs	2606-674870		494.75
240-2429-7887	LANDSCAPE WAREHOUSE INC	Emblem Homes LLD Irrigation Repairs	2606-674881		899.88
240-2422-7887	LANDSCAPE WAREHOUSE INC	Encanto Pkwy Irrigation Repairs	2606-675271		1,428.95
240-2424-7887	LANDSCAPE WAREHOUSE INC	Windsor LLD Irrigation Repairs	2606-675296		972.61
240-2431-7887	LANDSCAPE WAREHOUSE INC	Las Brisas Irrigation Repairs	2606-675314		101.89
240-2431-7887	LANDSCAPE WAREHOUSE INC	Las Brisas Irrigation Repairs	2606-675588		1,261.20
240-2433-7887	LANDSCAPE WAREHOUSE INC	Buena Vista Villas Irrigation Repairs	2606-675630		2,793.71
				Vendor 3968 - LANDSCAPE WAREHOUSE III Total:	**9,204.49**
Vendor: 4286 - MAXTREME INC					
240-2405-7662	MAXTREME SERVICES	Cradlepoint Router (Irrigation App)	13882		531.09
				Vendor 4286 - MAXTREME INC Total:	**531.09**
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7896	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	245650		2,368.20
240-2410-7898	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	245650		1,578.80
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removal/Planting	245650		31,781.15
				Vendor 1521 - WEST COAST ARBORISTS INC Total:	**35,728.15**
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**48,332.82**
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	FY26 CDBG ADA Curb Ramps Project 5/2026	9061	202610-Prof Svc-CDBG-ADA C...	676.50
				Vendor 5438 - LDM ASSOCIATES INC Total:	**676.50**
				Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:	**676.50**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 6/1/2026 - 6/30/2026	FBN5662516		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 6/1/2026 - 6/30/2026	FBN5662516		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 6/1/2026 - 6/30/2026	FBN5662516		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 6/1/2026 - 6/30/2026	FBN5662516		490.00
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**2,182.80**
				Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:	**2,182.80**
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
400-4005-8041	MOORE IACOFANO GOLTSMA...	Boxing Patio at Duarte Park Design Services 5/2026	0096967	202518-DuarteParkTeen Cent...	2,122.50
				Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:	**2,122.50**
				Fund 400 - PARK DEVELOPMENT GRANT FUND Total:	**2,122.50**
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 5/2026	01363		18.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**18.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4484 - U.S. BANK					
440-4405-7650	U.S. BANK	Erwin Mendez Station to 10-8 Retrofit (Lyft)	6252026KP		32.96
				Vendor 4484 - U.S. BANK Total:	**32.96**
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**50.96**
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
460-4605-7650	AUTOZONE	Yard Supplies	02814953766		46.49
460-4605-7650	AUTOZONE	Jump Starter	02814954742		174.03
				Vendor 1491 - AUTOZONE Total:	**220.52**
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**220.52**
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6834 - TRAFFIC AND PARKING CONTROL CO LLC					
470-4705-8100	TRAFFIC AND PARKING CONT…	BlinkerSign @ Kellwil Intersection	SO796697		1,500.00
				Vendor 6834 - TRAFFIC AND PARKING CONTROL CO LLC Total:	**1,500.00**
				Fund 470 - MEASURE R LR TRANSIT FUND Total:	**1,500.00**
Fund: 680 - Duarte Housing Authority					
Vendor: 6183 - SAN GABRIEL VALLEY REGIONAL HOUSING TRUST					
680-6805-7980	SAN GABRIEL VALLEY REGION…	FY27 Annual Membership Dues	FY27-RHT-08		5,806.01
				Vendor 6183 - SAN GABRIEL VALLEY REGIONAL HOUSING TRUST Total:	**5,806.01**
				Fund 680 - Duarte Housing Authority Total:	**5,806.01**
				Grand Total:	**1,408,107.77**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,199,493.47
220 - GAS TAX FUN	21,346.54
225 - SB-1, Road Maintenance/Rehab Fund	126,375.65
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	48,332.82
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	676.50
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,182.80
400 - PARK DEVELOPMENT GRANT FUND	2,122.50
440 - PROPOSITION A TRANSIT FUND	50.96
460 - PROPOSITION C TRANSIT FUND	220.52
470 - MEASURE R LR TRANSIT FUND	1,500.00
680 - Duarte Housing Authority	5,806.01
Grand Total:	**1,408,107.77**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	1,231.87
100-1005-7641	Travel & Exp - Martin Del..	541.80
100-1005-7642	Travel & Exp - Finlay	933.36
100-1005-7643	Travel & Exp - Truong	750.00
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	750.00
100-1010-7076	Tuition Reimbursement	3,500.00
100-1010-7610	Travel, Mtgs & Conf	2,699.04
100-1010-7612	Publications and Dues	280.50
100-1010-7685	Technology Services	4,129.46
100-1010-7965	Professional Services	17,995.00
100-1010-7980	Other Expenses	5,611.51
100-1020-7710	Chamber Of Commerce	38,550.00
100-1020-7711	Employee Recognition C…	10.50
100-1020-7712	Community Information …	1,090.22
100-1020-7722	City Website	13,370.57
100-1025-7698	SCAG	3,544.00
100-1025-7699	League Of Calif Cities	1,149.75
100-1205-7612	Publications and Dues	525.00
100-1205-7615	Emergency Supplies	14,934.41
100-1205-7636	Uniforms	217.70
100-1205-7650	Vehicle Maintenance	842.37
100-1205-7761	Parking Enforcement	564.95
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	7,013.93
100-1205-7780	Animal Control	6,619.01
100-1205-7781	Contract Law Enforceme…	36.00
100-1205-7782	Crossing Guard Contract…	3,742.15
100-1205-7787	Public Safety Cntr Lease	14,537.00
100-1205-7823	Code/Animal Control Da…	10,082.07
100-1205-7980	Other Expenses	437.80
100-1405-7650	Vehicle Maintenance	45.00
100-1405-7801	Industrial Waste Inspect…	7,074.50
100-1405-7965	Professional Services	123.00
100-1405-7980	Other Expenses	2,950.92
100-1410-7610	Travel, Mtgs & Conf	789.80
100-1410-7612	Publications and Dues	468.65
100-1410-7614	Office Supplies	355.29
100-1410-7636	Uniforms	390.71
100-1410-7650	Vehicle Maintenance	125.54
100-1410-7656	Emergency Generator	820.00

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7887	Repairs & Replacements	136.25
100-1410-7980	Other Expenses	195.34
100-1415-7889	Repairs-Sports Park	475.30
100-1415-7907	Tree Trim-Sports Park	4,200.00
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	1,384.85
100-1605-7614	Office Supplies	319.84
100-1605-7636	Uniforms	1,131.52
100-1605-7650	Vehicle Maintenance	157.57
100-1605-7693	Youth Council	285.96
100-1605-7729	Concerts In The Park	12,900.00
100-1605-7730	Special Events	71.82
100-1605-7733	Senior Center	3,445.96
100-1605-7734	Fitness Center	925.51
100-1605-7735	Teen Center	1,075.15
100-1605-7736	Youth & Adult Recreatio…	2,729.12
100-1605-7737	Adult Excursions	2,645.00
100-1605-7739	Publicity	2,345.34
100-1605-7740	Day Camps	2,663.60
100-1605-7745	Boxing Program	3,693.70
100-1605-7758	Independence Day Celeb…	10,086.88
100-1605-7965	Professional Services	11,430.00
100-1605-7980	Other Expenses	275.83
100-1610-7618	Building Supplies	2,510.47
100-1610-7636	Uniforms	61.70
100-1610-7652	Building Maint Services	9,951.38
100-1610-8100	Other Capital Improvem…	32,000.00
100-1750	Prepaid Charges	375.00
100-1805-7612	Publications and Dues	300.42
100-1805-7614	Office Supplies	60.13
100-1805-7653	Bank Charges	394.00
100-1805-7654	Audit Services	5,770.00
100-1805-7980	Other Expenses	42.75
100-1810-7610	Travel, Mtgs & Conf	1,773.75
100-1810-7611	Training	275.00
100-1810-7614	Office Supplies	81.50
100-1810-7980	Other Expenses	80.07
100-1815-7632	Software	19,242.35
100-1815-7820	Finance Software	13,613.94
100-1815-7821	Network & Internet Serv…	1,081.20
100-1815-7830	Telephone Services	2,378.28
100-1815-7965	Professional Services	5,000.00
100-1815-7980	Other Expenses	5,049.80
100-1820-7772	Liability Coverage	572,931.00
100-1820-7773	Worker's Comp Coverage	165,965.00
100-1825-7072	Pension Rate Stabilizatio…	61,000.00
100-1825-7613	Duplications And Photos	1,152.54
100-1825-7626	Postage	56.76
100-1825-7630	Equipment Lease	1,641.70
100-1825-7631	Equipment Maintenance	945.97
100-1825-7674	Retiree Health Insurance	3,525.00
100-1825-7688	Oil Recycling Grant	3,400.77
100-1830-8100	Vehicle Replacement (C…	14,254.47
100-2012	Green Building Fees Pay…	4,800.00
100-2013	Strong Motions Fees Pay…	33,097.90
100-2120	Refundable Deposits	500.00
100-2121	Pass Through Deposits	4,732.50

Account Summary

Account Number	Account Name	Payment Amount
100-2122	Disability Access & Educ …	140.40
100-2124	Gazebo Refundable Dep…	50.00
100-2126	Construction and Demoli…	1,100.00
100-2127	Retention Payable	-1,600.00
100-4008	Sales And Use Tax- 783	37.50
100-4302	Parking Citations	65.00
100-4808	Swim Lesson Fees	56.00
100-4809	Sports Program Fees	1,764.00
100-4815	Day Camp Fees	240.00
100-5004	Other Revenue	-2,259.90
220-2210-7813	Regulatory Signs	2,450.00
220-2210-7890	Repairs-Traffic Signal	4,389.69
220-2210-8070	Street Improvements (C…	902.35
220-2225-7980	Other Expenses	13,604.50
225-2127	Retention Payable	-6,651.35
225-2250-8100	Other Capital Improvem…	133,027.00
240-2405-7662	Other Serv-Citywide	531.09
240-2410-7662	Other Serv-Citywide	650.66
240-2410-7663	Other Serv-Medians	270.00
240-2410-7888	Repairs-Citywide	127.08
240-2410-7891	Repairs-Medians	246.36
240-2410-7896	Tree Planting-Citywide	2,368.20
240-2410-7898	Tree Plant-Medians	1,578.80
240-2410-7906	Tree Trim-Citywide	31,781.15
240-2421-7887	Repairs & Replacements	907.04
240-2422-7887	Repairs & Replacements	1,428.95
240-2423-7887	Repairs & Replacements	494.75
240-2424-7887	Repairs & Replacements	972.61
240-2426-7810	Street Sweeping	843.00
240-2426-7887	Repairs & Replacements	491.08
240-2427-7887	Repairs & Replacements	495.37
240-2429-7887	Repairs & Replacements	899.88
240-2431-7887	Repairs & Replacements	1,363.09
240-2433-7887	Repairs & Replacements	2,793.71
240-2434-7887	Repairs & Replacements	90.00
260-2605-7965	Professional Services	676.50
320-3205-8013	Vehicles (Capital)	2,182.80
400-4005-8041	Park Improvements (Cap…	2,122.50
440-4405-7650	Vehicle Maintenance	50.96
460-4605-7650	Vehicle Maintenance	220.52
470-4705-8100	Other Capital Improvem…	1,500.00
680-6805-7980	Other Expenses	5,806.01
	Grand Total:	**1,408,107.77**

Project Account Summary

Project Account Key	Payment Amount
None	1,256,363.29
202417-dep-Westminister Garden Specific Plan & EIR	4,732.50
202518-DuarteParkTeen Center Outdoor Boxing Patio	2,122.50
202520-Walmart Grant-PS Youth Prog,Equip,Trip,Supp	998.76
202601-Exp-Used Oil-OPP15-25-0016 FY26	1,462.67
202606-FY26-Other Exp-PS Comm Outreach Program	437.80
202607-Other Cap Improv-FY26 St. Rehab Project	133,027.00
202607-Retention_Other Cap Improv-FY26 St. Rehab	-6,651.35
202610-Prof Svc-CDBG-ADA Curb Ramps	676.50
202615DuartePark-Part2-Playground/RR/Bball/DogPark	7,000.00
202616-Used Oil-OPP16-25-0016 FY27	1,938.10
202701-WIN/1205-7779-Summer At Risk Intern Program	6,000.00

Project Account Summary

Project Account Key		Payment Amount
202701-WIN/1205-7779-Summer At Risk Intern Program		
	Grand Total:	**1,408,107.77**

City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended May 31, 2026
(91.7% of FY 2025-26 Completed)

Contents	Page #

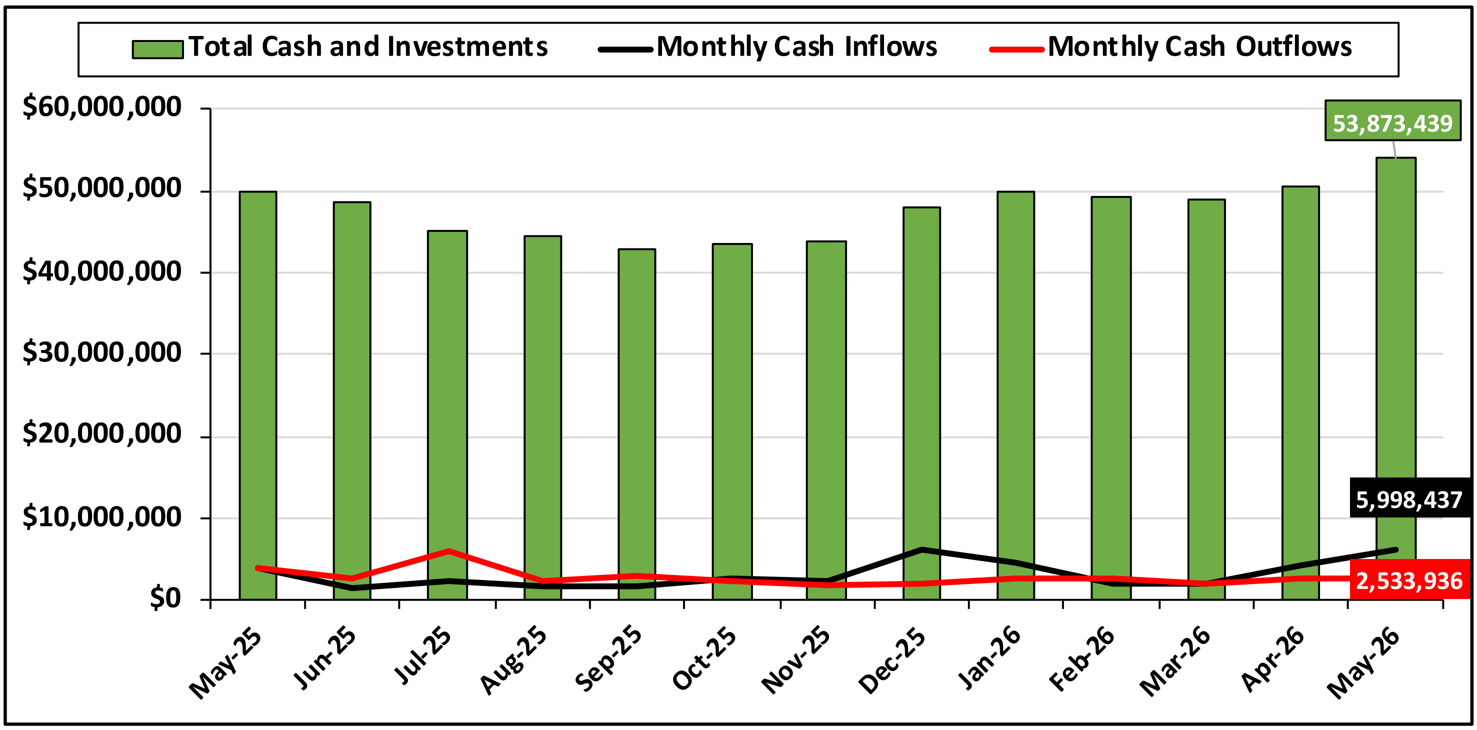
Completed 6/22/26

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

Month Ended May 31, 2026

MONTHLY ACTIVITY	Bank*	LAIF*	Total
Beginning Balance (5/01/2026)	$5,443,547	$44,965,390	**$50,408,937**
Cash Inflows			
Receipts	$5,998,437	$0	**$5,998,437**
Transfers In	$0	$2,000,000	**$2,000,000**
Total Cash Inflows	$5,998,437	$2,000,000	**$7,998,437**
Cash Outflows			
Disbursements	$2,533,936	$0	**$2,533,936**
Transfers Out	$2,000,000	$0	**$2,000,000**
Total Cash Outflows	$4,533,936	$0	**$4,533,936**
Net Activity	$1,464,501	$2,000,000	**$3,464,501**
Ending Balance (5/31/2026)	**$6,908,049**	**$46,965,390**	**$53,873,439**

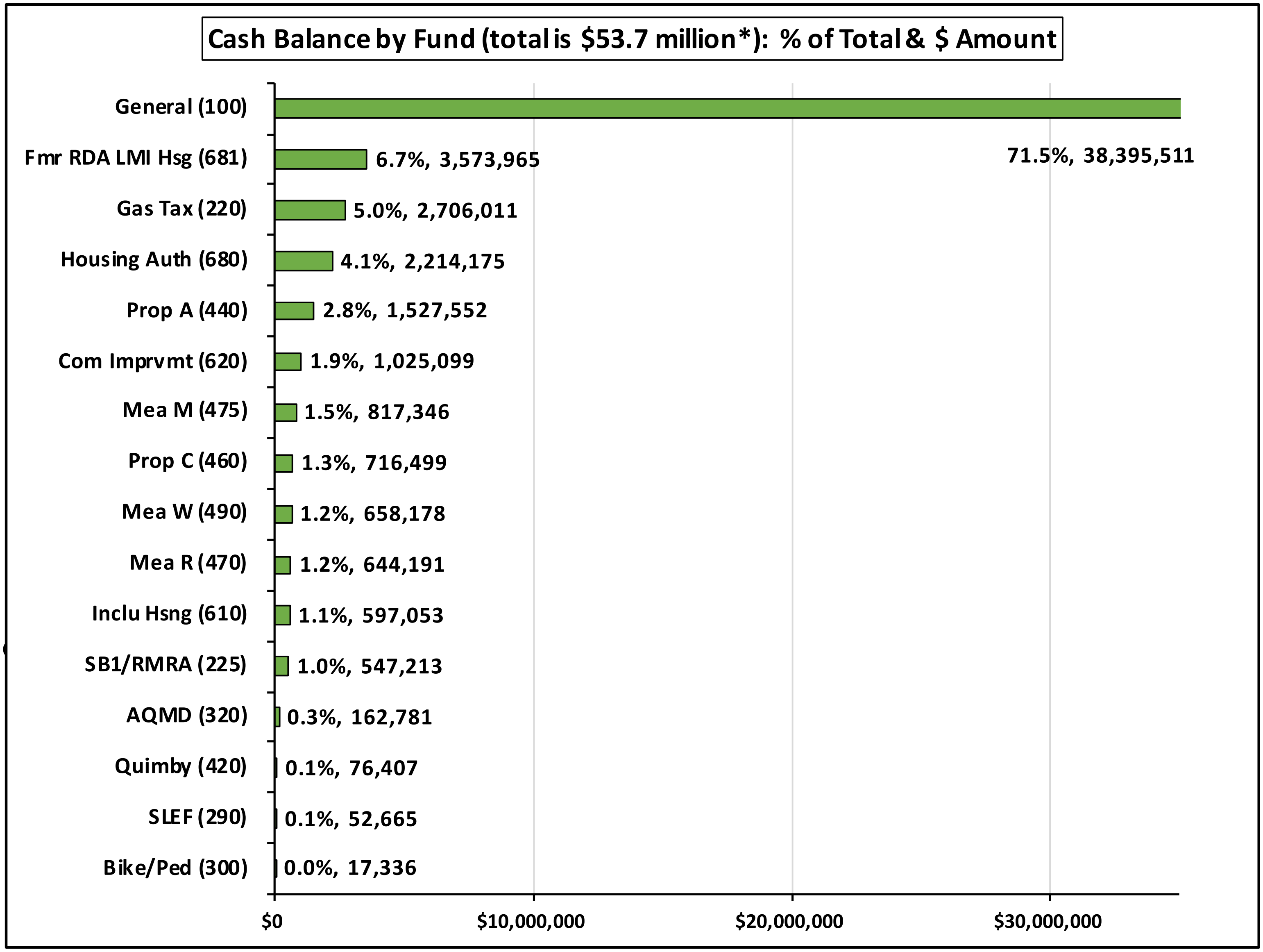


*The "Bank" balance refers to the balance in the City's primary checking account. The "LAIF" balance refers to the City's investment balance with the Local Agency Investment Fund, which is part of the State of California's Pooled Money Investment Account and administered by the California State Treasurer.

CITY OF DUARTE

Treasury Report - Cash Balance by Fund

Month Ended May 31, 2026



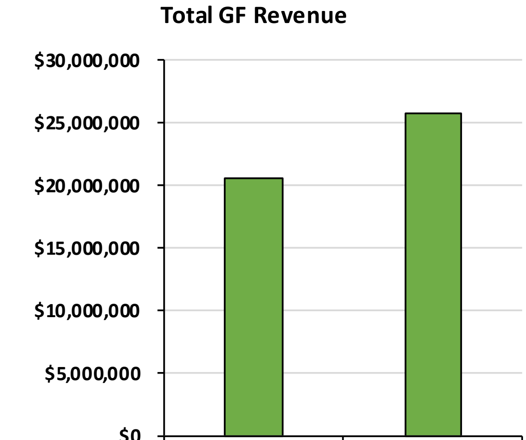
*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to the City's bank account, the combined "Bank" and "LAIF" balances will rarely equal precisely the City's general ledger cash balance. The City performs a monthly "bank reconciliation" to reconcile these balances.

**Funds with zero or negative cash balances are not shown above. Those with negative balances are offset against the General Fund cash balance.

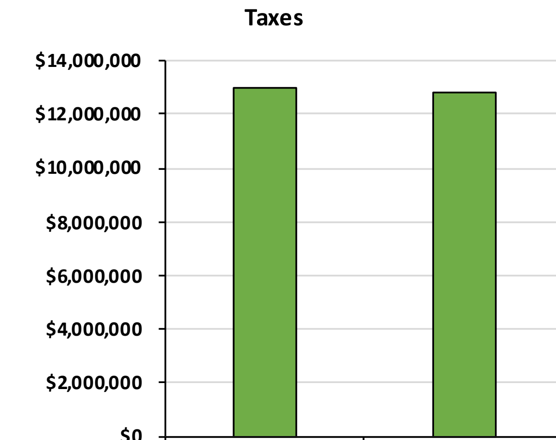
CITY OF DUARTE

General Fund Revenue by Category & Major Sources

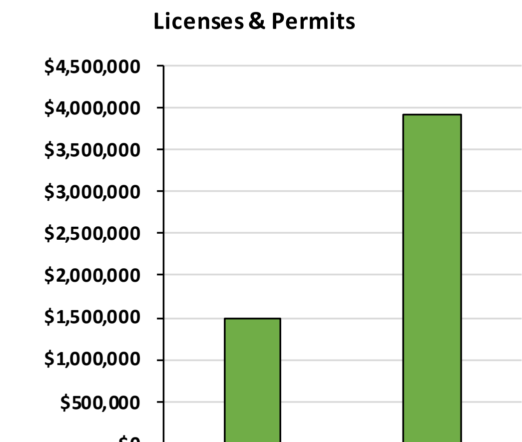
FY 2025-26 Year-to-Date Through May versus Prior Year



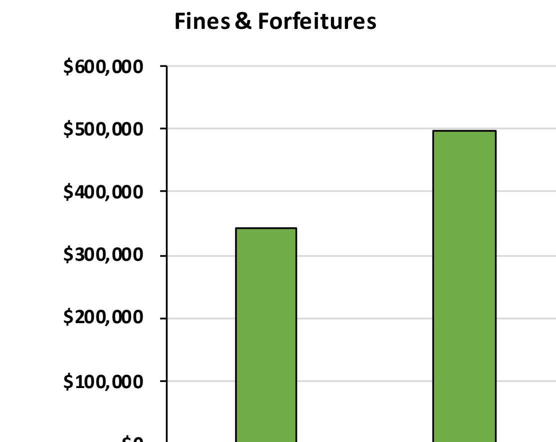
	Last Year	This Year
$ YTD thru May	$20,502,920	$25,723,011



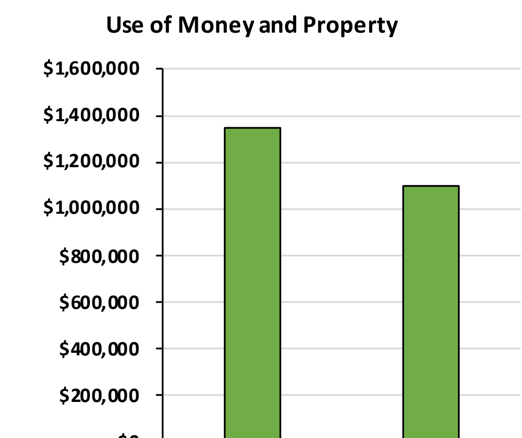
	Last Year	This Year
$ YTD thru May	$12,974,715	$12,818,293



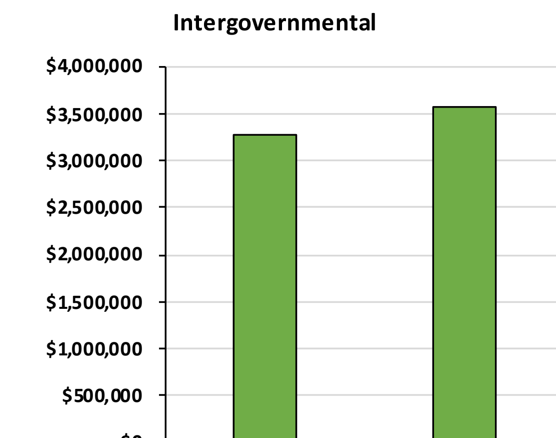
	Last Year	This Year
$ YTD thru May	$1,501,674	$3,909,582



	Last Year	This Year
$ YTD thru May	$342,323	$497,774



	Last Year	This Year
$ YTD thru May	$1,348,694	$1,093,104

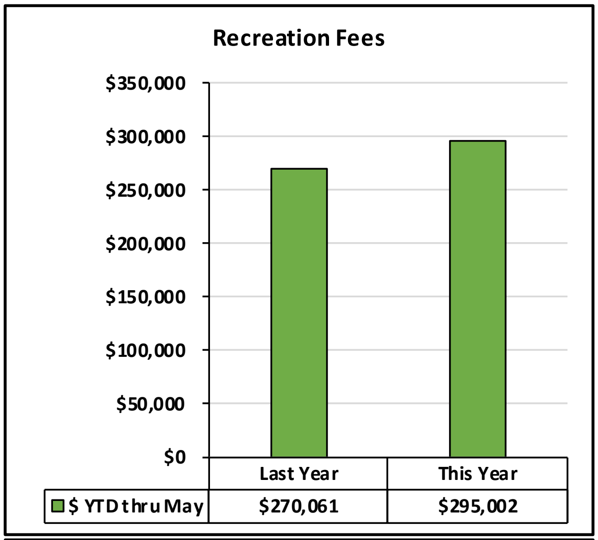


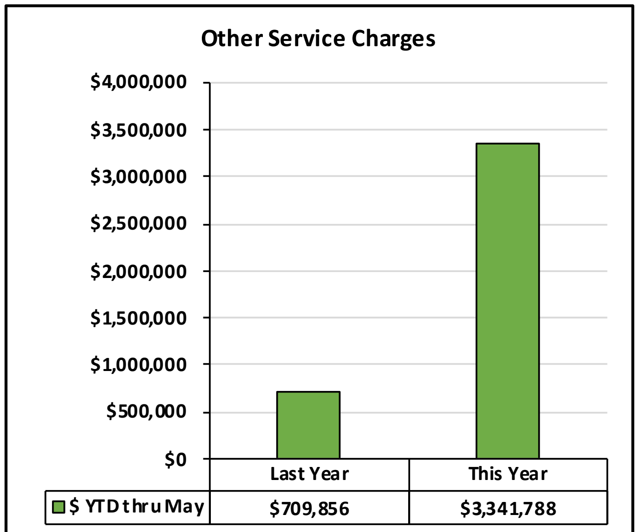
	Last Year	This Year
$ YTD thru May	$3,284,335	$3,574,887

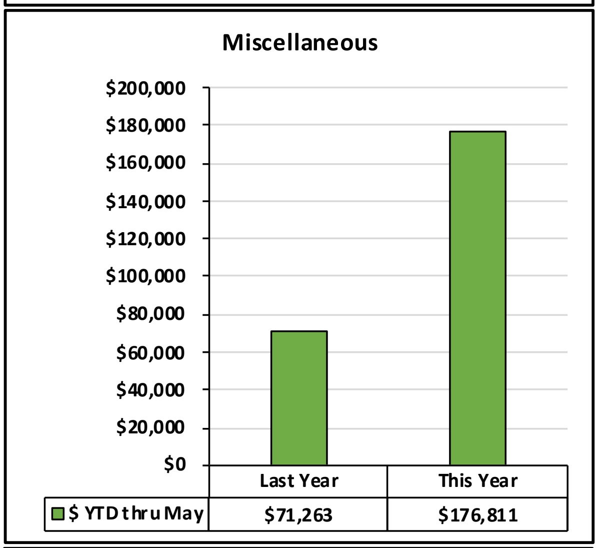
CITY OF DUARTE

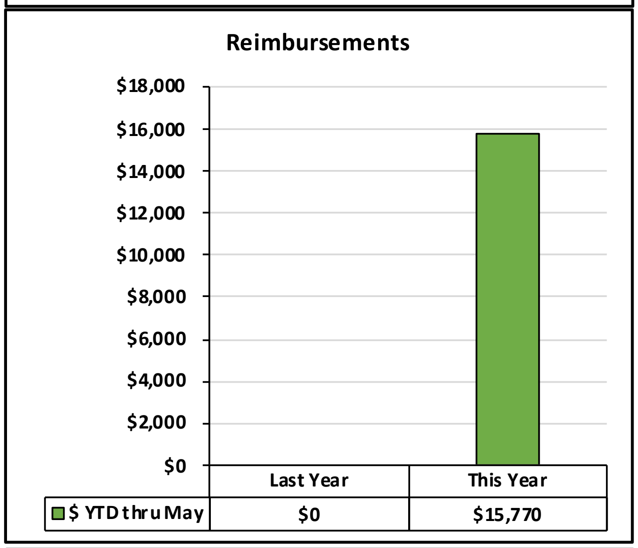
General Fund Revenue by Category & Major Sources

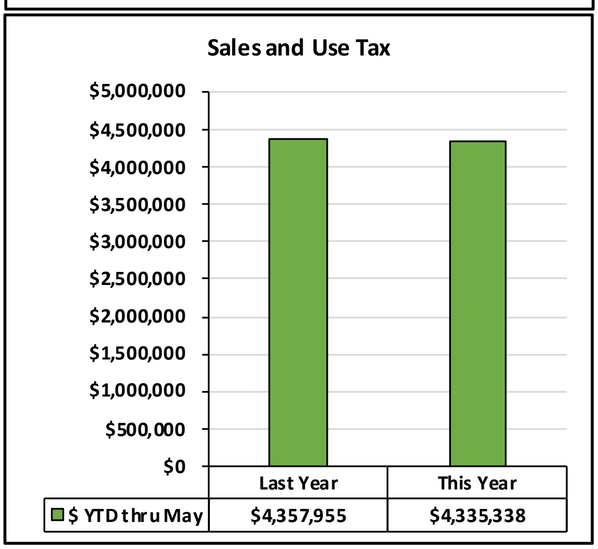
FY 2025-26 Year-to-Date Through May versus Prior Year

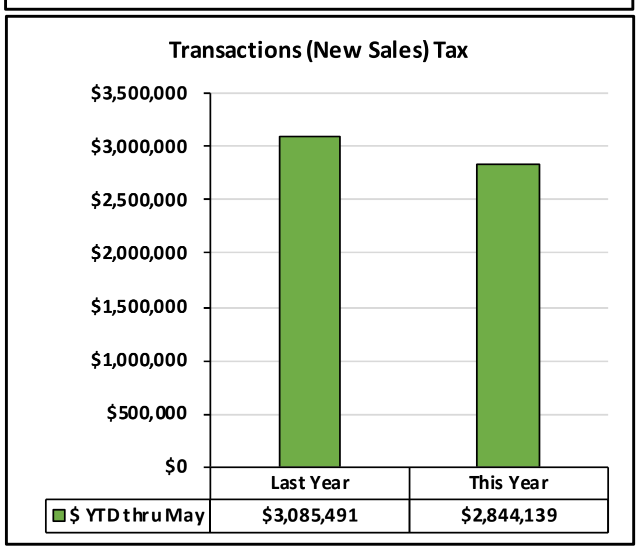








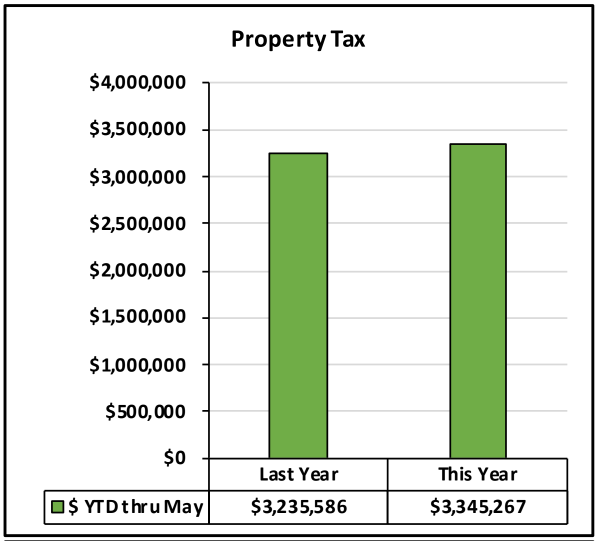




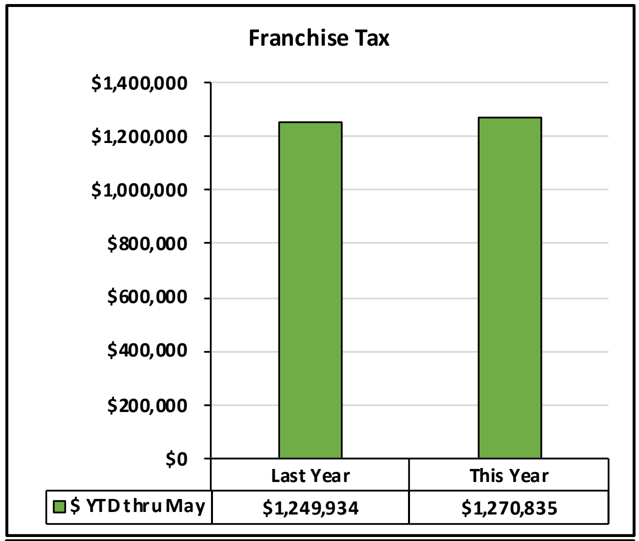
CITY OF DUARTE

General Fund Revenue by Category & Major Sources

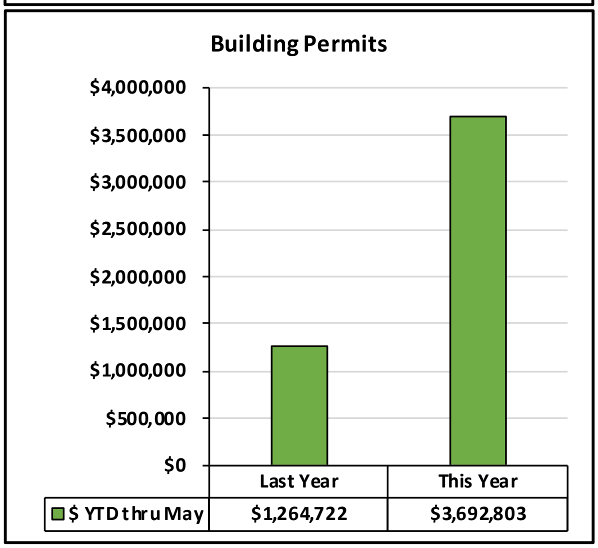
FY 2025-26 Year-to-Date Through May versus Prior Year



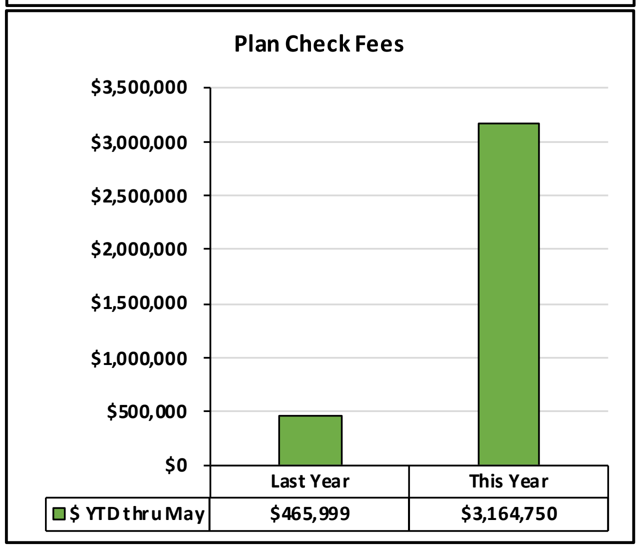
	Last Year	This Year
$ YTD thru May	$3,235,586	$3,345,267



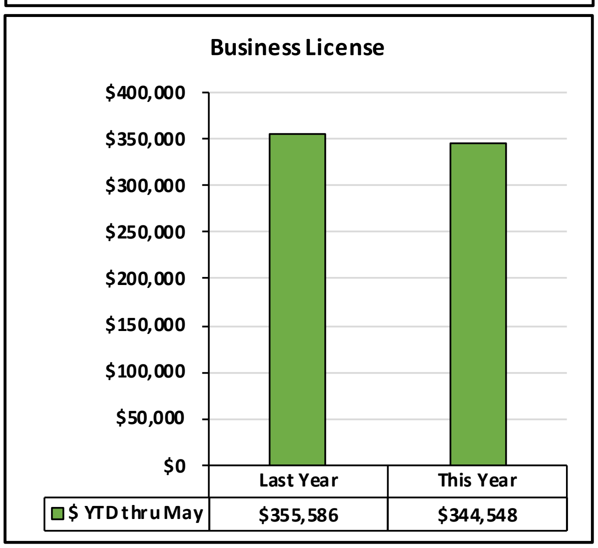
	Last Year	This Year
$ YTD thru May	$1,249,934	$1,270,835



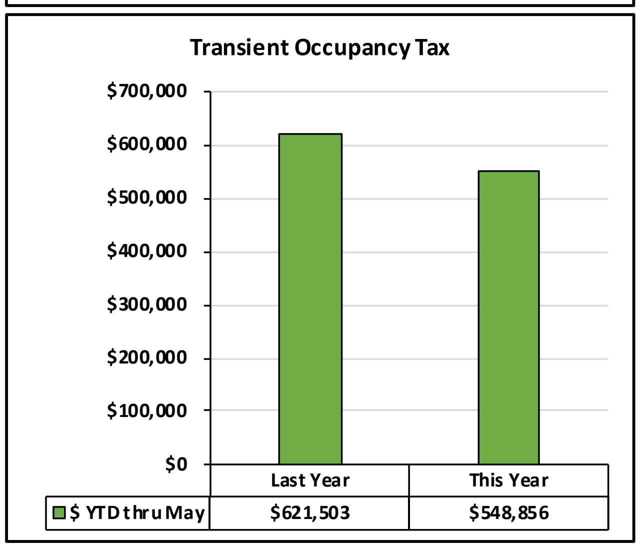
	Last Year	This Year
$ YTD thru May	$1,264,722	$3,692,803



	Last Year	This Year
$ YTD thru May	$465,999	$3,164,750



	Last Year	This Year
$ YTD thru May	$355,586	$344,548

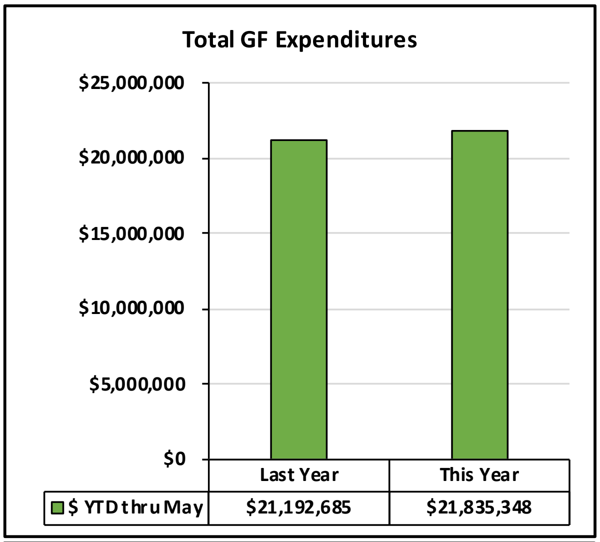


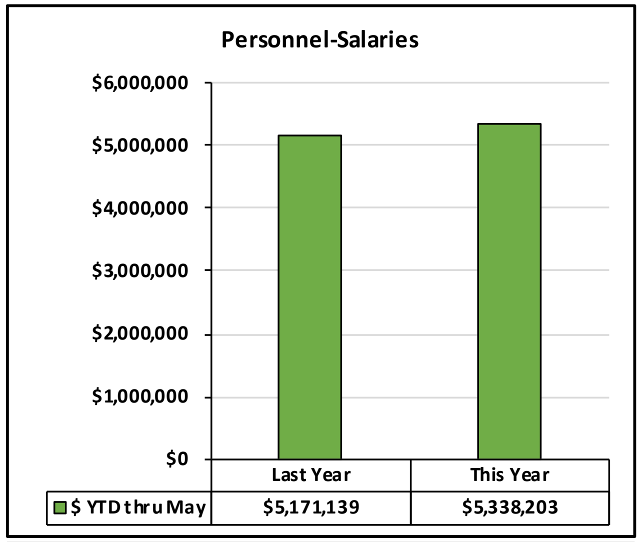
	Last Year	This Year
$ YTD thru May	$621,503	$548,856

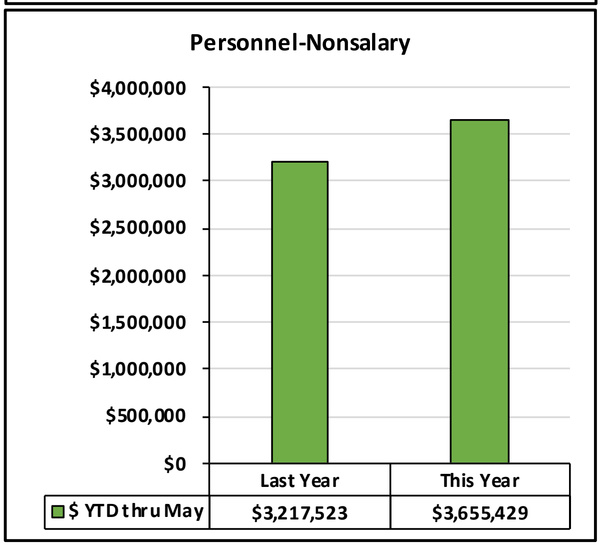
CITY OF DUARTE

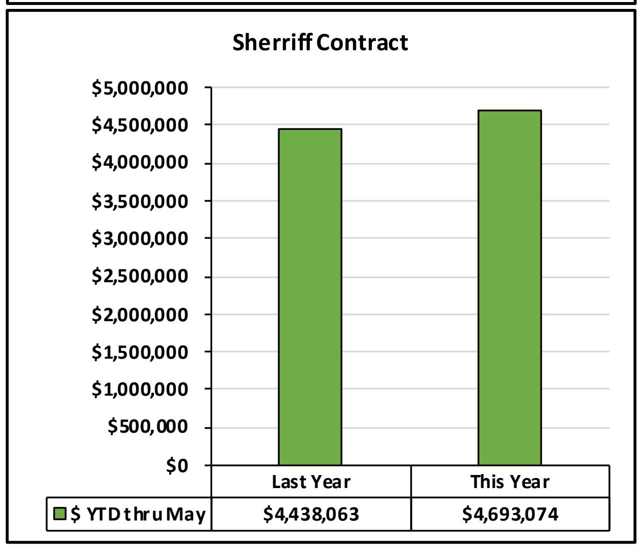
General Fund Expenditures by Category & Division

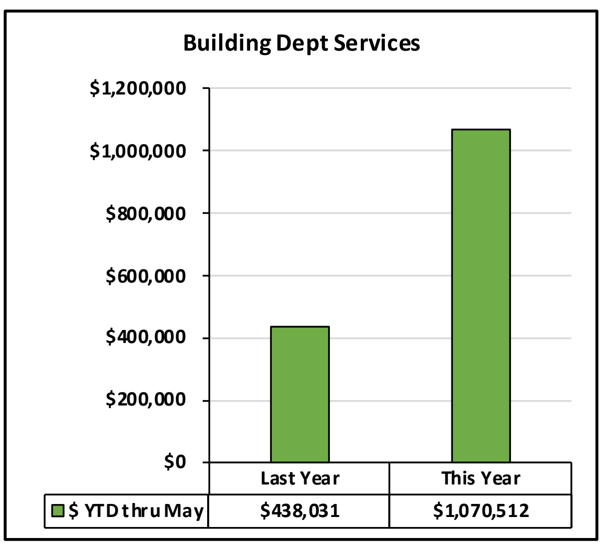
FY 2025-26 Year-to-Date Through May versus Prior Year

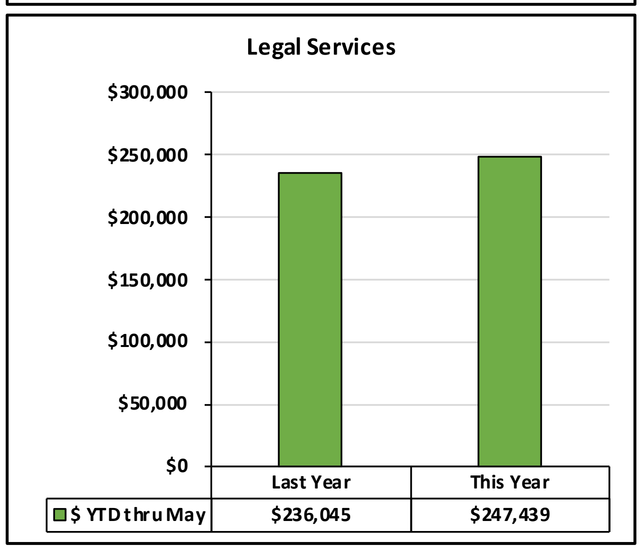










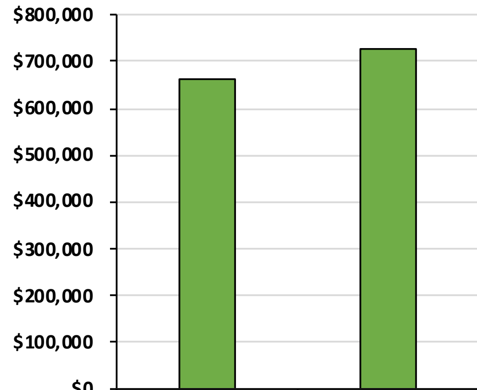


CITY OF DUARTE

General Fund Expenditures by Category & Division

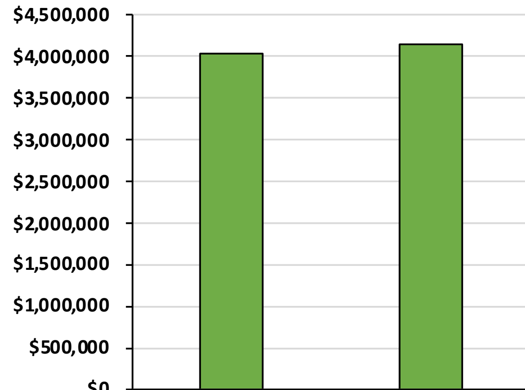
FY 2025-26 Year-to-Date Through May versus Prior Year

Insurance Coverage



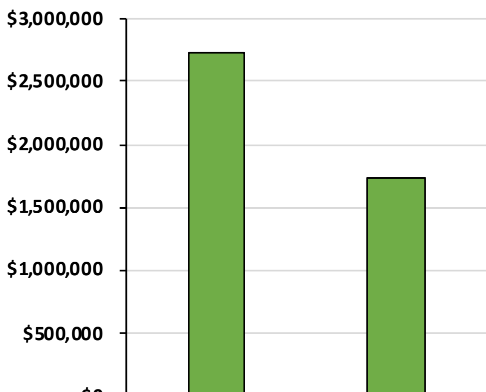
	Last Year	This Year
$ YTD thru May	$663,309	$728,328

Other Operating Expenses



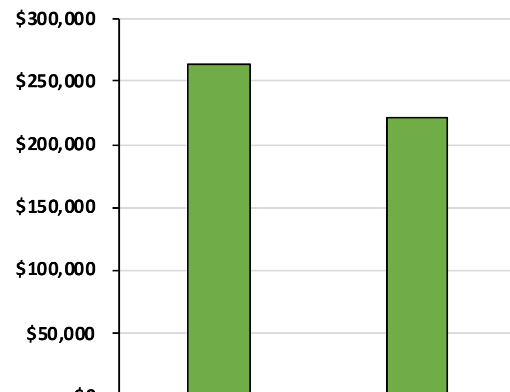
	Last Year	This Year
$ YTD thru May	$4,043,136	$4,142,308

Capital Expenses



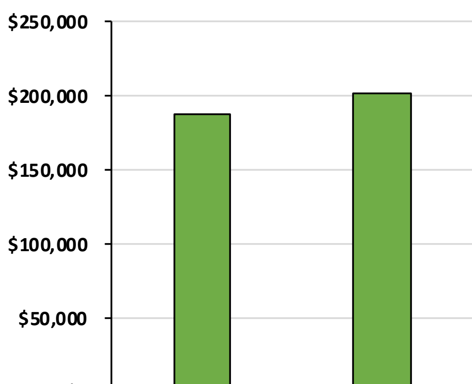
	Last Year	This Year
$ YTD thru May	$2,722,000	$1,739,218

Transfers Out



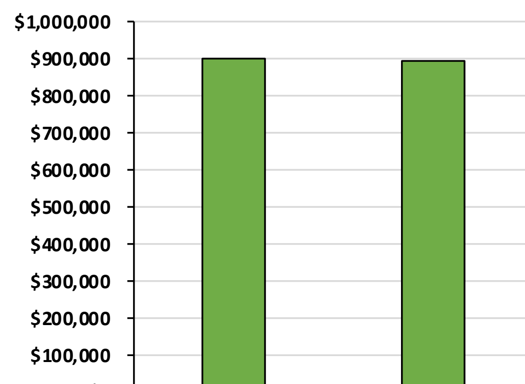
	Last Year	This Year
$ YTD thru May	$263,438	$220,837

City Council



	Last Year	This Year
$ YTD thru May	$187,477	$200,895

City Manager/City Clerk

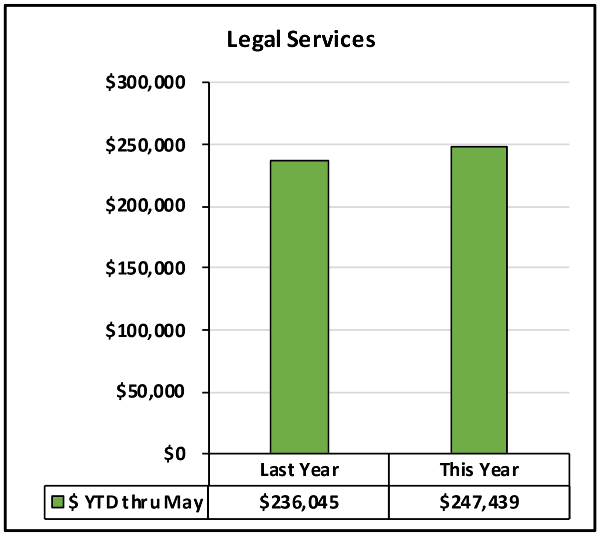


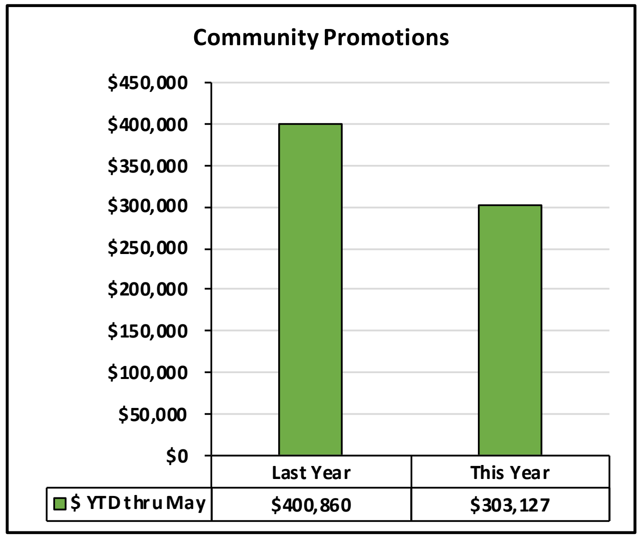
	Last Year	This Year
$ YTD thru May	$899,670	$894,515

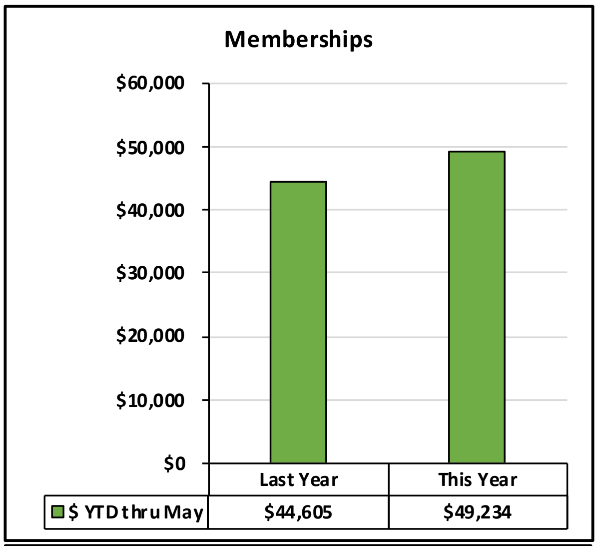
CITY OF DUARTE

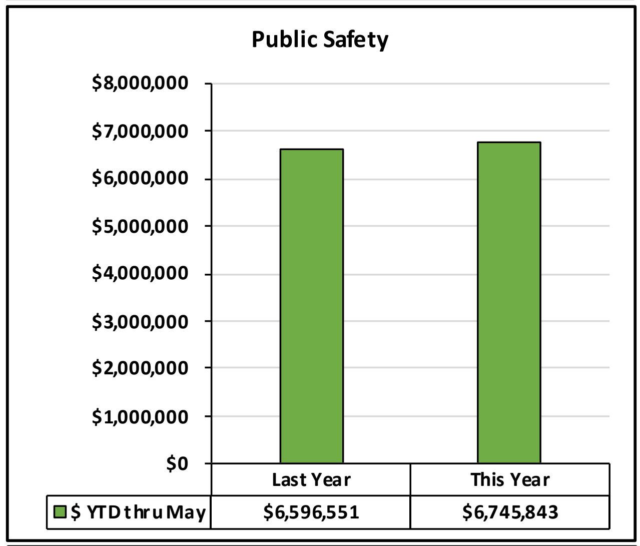
General Fund Expenditures by Category & Division

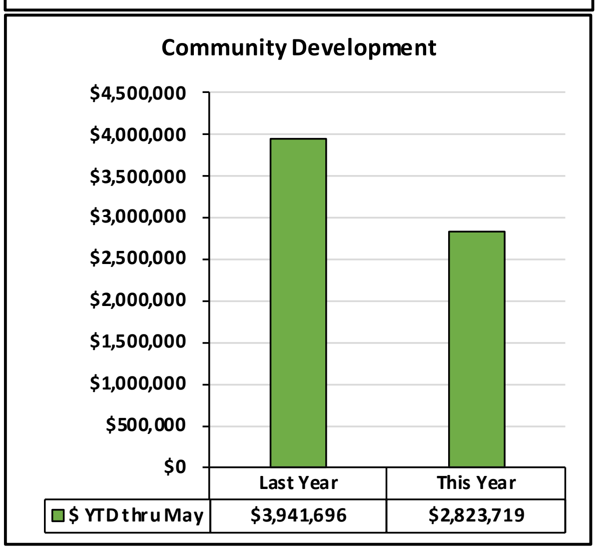
FY 2025-26 Year-to-Date Through May versus Prior Year

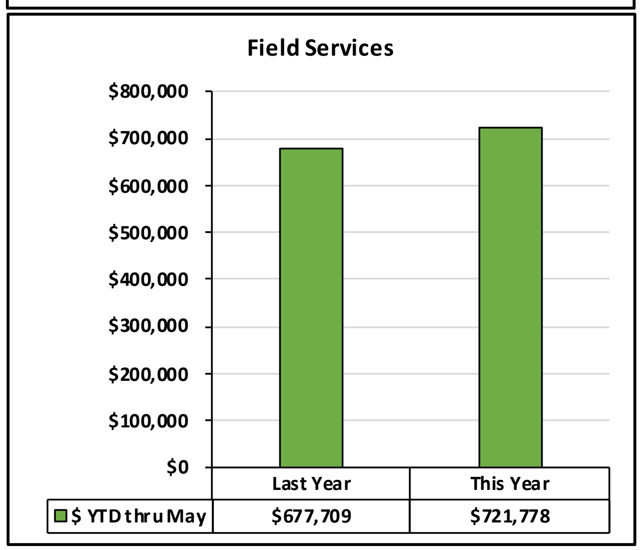








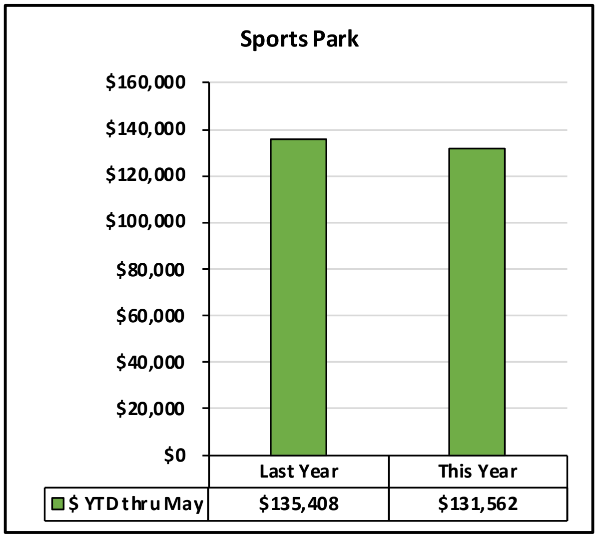


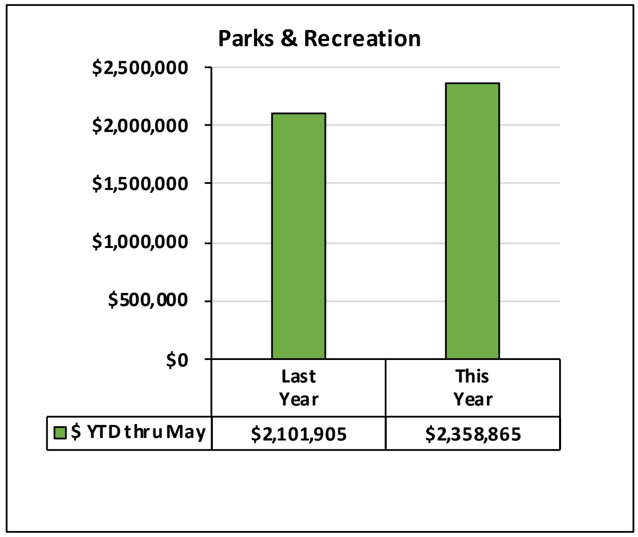


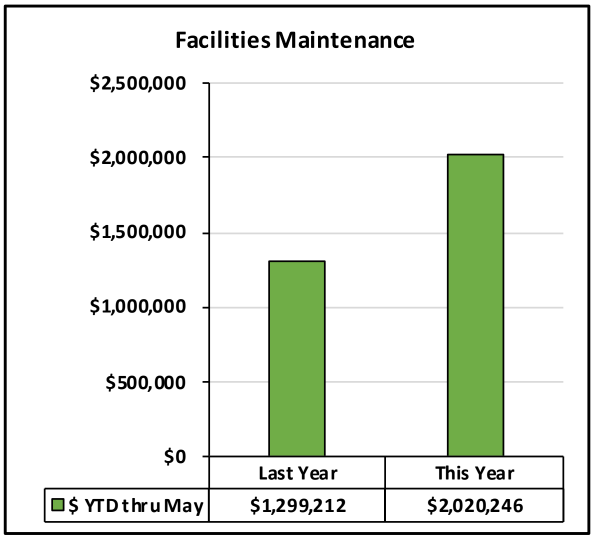
CITY OF DUARTE

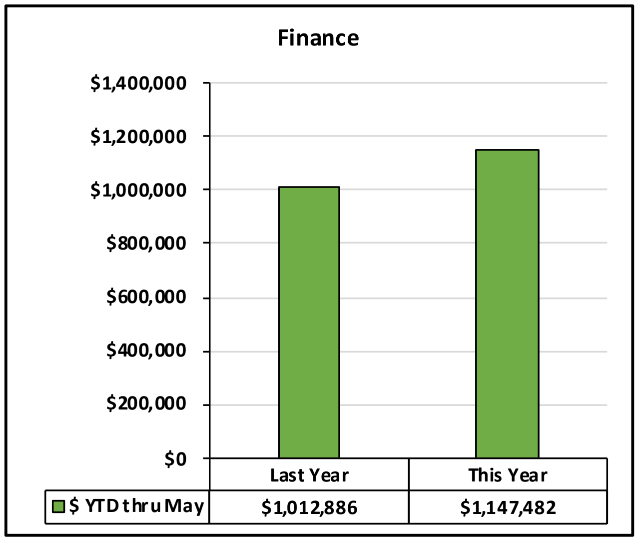
General Fund Expenditures by Category & Division

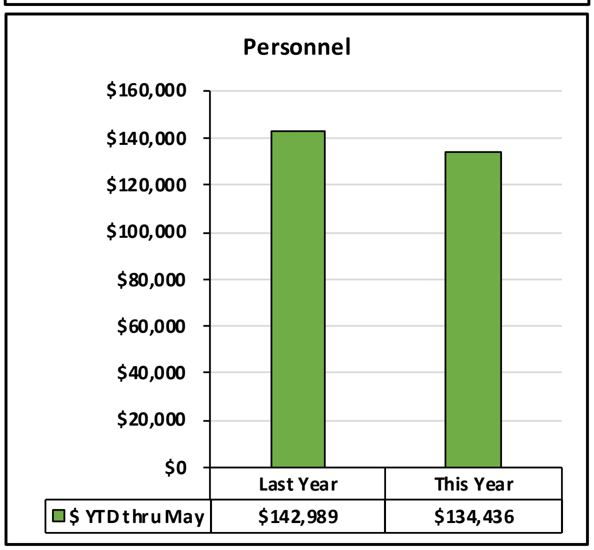
FY 2025-26 Year-to-Date Through May versus Prior Year

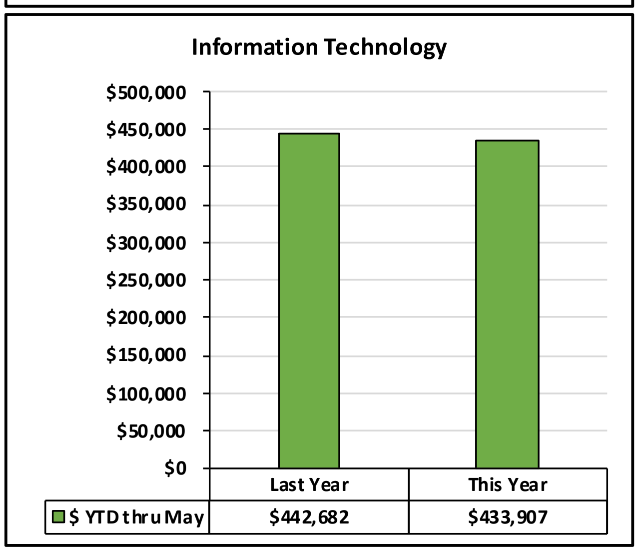








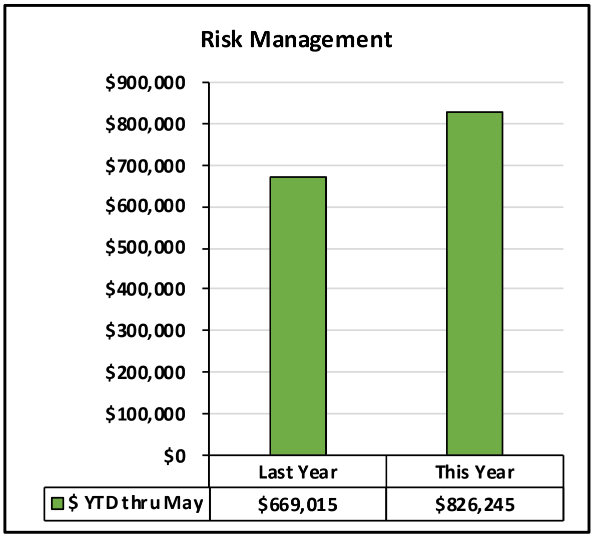


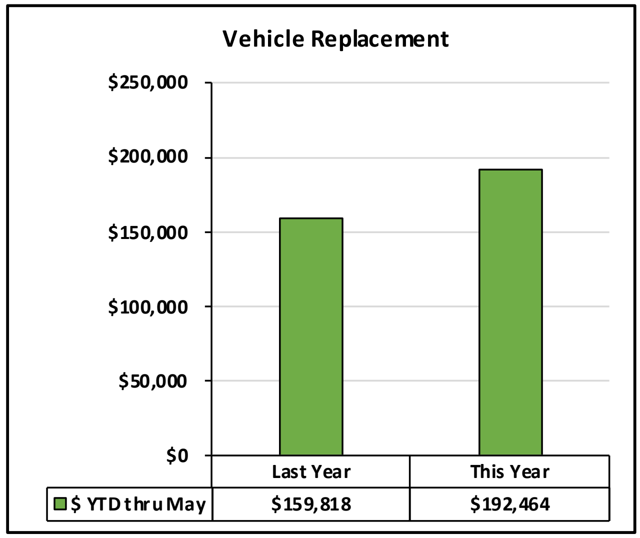


CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2025-26 Year-to-Date Through May versus Prior Year





CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund

FY 2025-26 Year-to-Date Through May

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	36,482,818	25,707,241	15,770	21,614,511	220,837	3,887,663	40,370,481
220	Gas Tax	2,395,058	607,590	0	192,730	0	414,861	2,809,919
225	SB1/RMRA	546,777	510,373	0	536,775	0	(26,402)	520,374
240	Lghtng & Lndscpng	75,162	1,011,951	0	1,248,615	0	(236,665)	(161,503)
260	CDBG	0	3,856	0	116,465	0	(112,609)	(112,609)
270	PAEG	0	15,770	0	0	15,770	0	0
290	Supp Law Enfrcmnt	0	203,232	0	162,305	0	40,927	40,927
300	Bike & Ped Safety	0	17,336	0	18,906	0	(1,570)	(1,570)
320	Air Quality (AQMD)	148,642	36,066	0	21,928	0	14,138	162,781
400	Park Development	(263,417)	87,022	0	33,742	0	53,280	(210,136)
420	Quimby	74,317	2,090	0	0	0	2,090	76,407
440	Prop A	1,253,054	627,739	0	353,531	0	274,208	1,527,262
460	Prop C	498,598	505,476	0	287,756	0	217,720	716,318
470	Mea R	491,212	339,214	0	186,334	0	152,879	644,091
475	Mea M	713,342	390,734	0	301,730	0	89,004	802,346
490	Mea W	484,842	264,519	0	91,182	0	173,337	658,178
520	Town Cntr Debt Serv	0	0	0	0	0	0	0
521	Infra Mod Debt Srv	0	0	220,837	220,837	0	0	0
610	Inclusionary Hsng	580,724	16,329	0	0	0	16,329	597,053
620	Community Impr	429,206	1,017,675	0	1,036,759	0	(19,083)	410,123
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,173,348	60,695	0	20,368	0	40,327	2,213,675
681	Fmr RDA L/M Hsg	4,337,385	97,917	0	9,584	0	88,333	4,425,717
Total - All Funds		**50,421,069**	**31,522,824**	**236,607**	**26,454,057**	**236,607**	**5,068,767**	**55,489,836**

COMMUNITY DEVELOPMENT
STATUS REPORT
July 2026

PROJECT/PROGRAM	STATUS
DEVELOPMENT	
Vallarta Supermarket (1740 Mountain Ave.)	Vallarta Supermarket will be the new tenant for the former Best Buy building. Vallarta has over 60 supermarkets in California and is expanding quickly. Upgrades to the building shell are completed. Tenant improvements are underway. Work is progressing well and the estimated opening date is mid-October, if all goes well.
Andres Duarte School	The project was approved at the September 23 City Council meeting. It includes construction of 169 townhomes and renovation of Otis Gordon Park. Project plans are in plan check. Demo plans are ready to issue and the plan is to begin project demo and rough grading in July 2026. The timeline anticipates an 18-24 month construction period. Otis Gordon Park will be open until mid-August then will close for a full renovation.
805 Highland Ave.	Permits have been issued for a renovation and earthquake retrofit of the historic building at 805 Highland Avenue. This is a complicated project and may take some time, but it will preserve a local historic resource.
1501-1525 Huntington Dr.	The development plan for the properties is moving forward. The Town Center Specific Plan requires that these properties be developed together and that requirement has proven to be successful. The developer plans for some type of mixed use product for the property and is now considering various options. Staff has met with the development team to discuss development options and the City process. The developer plans to move forward in the next few months with an application for development.
Former Nissan Dealership	The Nissan dealership on the northeast corner of Buena Vista Street and Central Avenue has permanently closed. The site is currently for sale. Staff has met with the broker team and discussed the City zoning requirements and way the property might be developed.
2400 Huntington Drive	The City's Housing Authority owns the property at 2400 Huntington Drive and has been working with Jamboree Housing to work on a plan for property sale and development. Jamboree has purchased the adjacent property and is

PROJECT/PROGRAM	STATUS
	developing a revised concept plan. City Staff is working with the San Gabriel Valley Regional Housing Trust on possible financial assistance for the development. When a concept plan is completed, the purchase and sale process will move forward.
1404-1414 Royal Oaks Drive	Shuorung Properties LLC filed an application to construct 11 townhomes on the property at 1404-1414 Royal Oaks Drive, currently two single family homes. This requires environmental, a general plan amendment, zone change and design review. The Architect is working on construction plans.
1401 Santo Domingo	A 20-unit townhome development was approved for the property. The property was sold to a new owner that plans to develop the site. The owner plans to start construction soon.
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking into a parking structure and construct workforce housing along Fasana Road at Highland Avenue. Metro has awarded an Exclusive Negotiating Agreement to Jamboree Housing. The plan is for a development with between 100-120 units of multi-generation housing. The developer recently informed the City that as a result of limited access to funding and Metro opposition to reducing the unit count, that the project will be on hold for a few months.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Staff is working with Red Mountain Group, the main owner in the center. The goal is for the owner to assist the City in coordinating all the property owners to participate in a comprehensive improvement of the entire center as a part of the development plan. A minor use permit was approved for Sky Zone trampoline park to occupy the former Big Lots space. Sky Zone is working with the building owner who is developing a plan for façade and parking improvements. The first phase of improvements will include a full parking lot improvement including upgraded lighting and landscape. The City Council approved an agreement to buy into the reciprocal parking and access agreement and shopping center maintenance agreement. The City is now working with the owners on a parking lot upgrade plan.

PROJECT/PROGRAM	STATUS
City of Hope General Projects	The PRO building recently was issued building permits. This project is in the central portion of the campus to the east of the former Heritage Park. The campus circulation plan that is a part of the specific plan will also be completed including upgrades to Village Road and completion of Circle Road. The project has received building permits and is underway. Village Road improvements are underway and are scheduled to be completed by September 2027; building construction will start in May 2026 and other roads and utility improvements will start in October 2026. The Specific Plan requires that a Parking Analysis be completed every five years and that analysis is currently in process. Fehr & Peers a traffic and parking consultant is working with the City to complete that analysis.
Westminster Gardens	Human Good, the owner, plans for a major campus expansion and has recently filed an application. The City hired MIG to assist in the preparation of the specific plan amendment and EIR. The request is for this expansion to accommodate up to 600 total units; this includes assisted living and memory care units, and mixed use. This project will take 12+ months, but Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.
928 Huntington Dr.	A 16-unit apartment development was approved for the property. The original developer could not move forward with construction. Staff recently met with the bank to discuss options for moving forward with construction.
<u>PUBLIC WORKS</u>	
Highland Promenade	This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway. The project was recently completed.
Recreation Trail Upgrades	Duarte was awarded a $1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. Construction is underway and should be completed by the end of 2026. A project website has been set up to provide project information and regular progress updates. Project signs have

PROJECT/PROGRAM	STATUS
	been installed that include a QR code to access the website. It can also be accessed from the City's webpage. Staff is working with a lighting consultant to develop concept plans and a proposed budget for lighting the trail. This portion of the project will come back to Council in the form of a workshop.
Huntington Drive Greening and Traffic Calming Project	The City has recently been awarded a $2.1 million Metro Active Transport Program (MAT) grant to complete the project. This plan is in the CIP but had not yet been funded. The Huntington Drive Greening and Traffic Calming plan was approved by the Council in 2019 and was an implementation item from the Town Center Specific Plan. The project includes completing bulb outs, parking space marking, pedestrian lighting and sidewalk improvements on Huntington Drive between Buena Vista and Highland. It also includes pedestrian lighting and sidewalk improvements on the west side of Highland from Huntington Drive to the Freeway.
Encanto Park Infiltration Project	As a member of the Rio Hondo/San Gabriel River Watershed Management JPA a water infiltration project is being proposed at Encanto Park. The plan is to locate the structure in the park area under the soccer field. The design is at about 90% and the JPA is working on developing a budget. The JPA presented the project to the City Council on September 9 and had a booth at the City Picnic to inform the public. The JPA will provide a presentation at an upcoming Parks & Recreation Commission meeting. Because of the funding process, construction will not start until late 2026 at the earliest.
Kellwil Traffic Signal	The contract has been awarded. Construction is in process. Temporary, flashing, stops signs were installed, to prepare motorists for the change in traffic pattern. Mid-August completion is estimated.
Annual Striping Project	The 2026-27 project is currently out to bid.
Annual Street Maintenance Project	The project is underway. This includes street repair and slurry seal city-wide. Mid-July completion expected.
Annual CDBG Curb Ramp Project	The 2026-27 citywide curb ramp project will go out for bid in late July.

PARKS AND RECREATION
STATUS REPORT
July 2026

PROJECT/PROGRAM	STATUS
SPECIAL EVENTS	
Concert in the Park Series every Friday in July!	Join us at Beardslee Park every **Friday** through the duration of this month for the City's Summer Concert Series! Bring your blankets, lawn chairs, and dancing shoes as we turn up the tunes with a brand-new band every week for all ages including on July 17 Uptown Magic (Motown & R&B), on July 24 Las Chikas (Musica Latina), and closing out our series on July 31 DSB Band (Journey Tribute Band). Admission is free and we'll also have a DJ, food vendors, and family-friendly activities all starting at 6 PM, with the headlining band taking the stage from 7 – 9 PM.
Dive In Movie	Grab your swimsuits and bring the whole family for a movie night under the stars in the Duarte Pool! We'll be screening "The Sandlot" and providing popular movie snacks while supplies last. Admission is $5 for a resident and $10 for a non-resident. Note, walk up registration will be taken at the door; HOWEVER, space is limited, so register today online at CITYOFDUARTE.CA.GOV. For more information, contact the Fitness Center at (626) 357-6118.
Recreation Swim	Cool off and enjoy Recreation Swim this summer, now through September 6 at the Duarte Pools from 1:30 to 3:30 PM daily. Fees are $2 for youth 12 and under, $3 for adults, and $2 for Duarte seniors. For more information, contact the Fitness Center at (626) 357-6118.
National Night out w/ Touch-A-Truck	On Thursday, August 6, come out to Encanto Park and join us for National Night Out w/ Touch-A-Truck. There, you'll enjoy an evening of community, safety, and family fun. In addition to meeting first responders and public safety personnel that serve our community, you'll get up close with police cars, fire engines, Field Services vehicles, and other specialty vehicles to explore! For more details, visit CITYOFDUARTE.CA.GOV.
Splashtacular & Cardboard Boat Derby	Join us for a Splashtacular afternoon at the Duarte Pools on August 12 from 12 – 3 PM. This event will feature relays, water games, and a cardboard boat derby race! All team boats must register online at CITYOFDUARTE.CA.GOV. For more information, contact the Fitness Center at (626) 357-6118.

City of Duarte

PROCLAMATION

PARKS MAKE LIFE BETTER

WHEREAS, Parks and Recreation **promotes physical, emotional, and mental health and wellness** through organized and self-directed fitness, play, and activity; and

WHEREAS, Parks and Recreation **supports the economic vitality of communities** by partnering with local businesses and non-profits, and offering events for resident's engagement; and

WHEREAS, Parks and Recreation **creates memorable experiences** through youth sports and enrichment activities, teen centers and programs, senior activity centers, adult fitness, and enrichment programs, free community events, and beyond; and

WHEREAS, Parks and Recreation **fosters social cohesiveness** in communities by celebrating diversity, providing spaces to come together peacefully, modeling compassion, promoting social equity, connecting social networks, and ensuring all people have access to its benefits; and

WHEREAS, Parks and Recreation **supports human development** and endless learning opportunities that foster social, intellectual, physical, and emotional growth in people of all ages and abilities; and

WHEREAS, Parks and Recreation **strengthens community identity** by providing facilities and services that reflect and celebrate community character, heritage, culture, history, aesthetics, and landscape; and

WHEREAS, Parks and Recreation **facilitates community problem and issue resolution** by providing safe spaces to come together peacefully and serving as key points of service, helping our communities heal both physically and emotionally; and

WHEREAS, Parks and Recreation **sustains and stewards our natural resources** by protecting habitats and open space, connecting people to nature, and promoting the ecological function of parkland; and

WHEREAS, Parks and Recreation **supports safe, vibrant, attractive, progressive communities** that make life better through positive alternatives offered in their recreational opportunities; and

WHEREAS, Parks and Recreation **remains versatile and innovative** in providing vital services to communities through local, national, or global emergencies, all while adhering to guidelines set forth by governing agencies; and

WHEREAS, The California Park & Recreation Society has released a statewide public awareness campaign, "Parks Make Life Better!®" to inform citizens of the many benefits of utilizing parks, facilities, programs, and services; and

NOW, THEREFORE, BE IT RESOLVED that the citizens of California recognize the importance of access to local parks, trails, open space, and facilities for the health, wellness, development, inspiration, and safety of all Californians; and be it further resolved, that we declare the month of July as "Parks Make Life Better!®" Month.

ATTEST:

____

Tera Martin Del Campo, Mayor

____

Frances Jimenez, City Clerk

Agenda Item: **9.I.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Albert Nuñez, Management Analyst
SUBJECT:	Approval of Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to Provide On-Site Live-Switching and Recording of City Council Meetings
RECOMMENDATION:	It is recommended that the City Council: 1) Approve Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to provide on-site live-switching and recording of City Council meetings; and 2) Authorize the City Manager to execute Amendment No. 1 to the Agreement.
FISCAL IMPACT:	Amendment No. 1 amends the term of the contract to include two additional one-year terms through July 15, 2029 and increases the total not-to-exceed compensation amount under the entire term of the Agreement from \$19,800 to \$34,935, representing an increase of \$15,135. Sufficient funding for these services is included in the City Manager's Office annual operating budget and will continue to be budgeted in future fiscal years.
STRATEGIC PLAN IMPACT:	There is no strategic plan impact associated with this item

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BACKGROUND

On July 15, 2024, the City entered into a Professional Services Agreement (“Agreement”) with Bakers Man Productions to provide on-site live-switching and recording services for City Council meetings. The Agreement established an initial one-year term through July 15, 2025, with the option to extend the Agreement for up to two additional one-year terms.

The City exercised one of the optional one-year extensions, extending the Agreement through July 15, 2026. Since the commencement of services, Bakers Man Productions has consistently provided professional audiovisual production services that support the City's commitment to maintaining accessible and transparent public meetings.

DISCUSSION/ANALYSIS

The City utilizes Bakers Man Productions to provide on-site live-switching and recording services for regular City Council meetings, ensuring high-quality video production and reliable public access to governmental proceedings. Staff has found the consultant's services to be satisfactory and recommends continuing the partnership.

The existing Agreement authorizes a maximum of two one-year extensions. As the City has already exercised one of those extensions and desires to continue utilizing Bakers Man Productions' services beyond the remaining optional extension period, Amendment No. 1 extends the Agreement term through July 15, 2029.

In addition to extending the Agreement term, Amendment No. 1 incorporates a revised Exhibit A, which updates the consultant's fee schedule to reflect an increase in the per-meeting rate from $300 to $315. The Amendment also increases the total not-to-exceed compensation amount from $19,800 to $34,935 to accommodate the extended term and updated fee schedule.

Staff recommends approval of Amendment No. 1 to ensure the continued provision of professional audiovisual services for City Council meetings.

RECOMMENDATION

It is recommended that the City Council:

1) Approve Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions to provide on-site live switching and recording of City Council meetings; and

2) Authorize the City Manager to execute the Agreement.

FISCAL IMPACT

Amendment No. 1 amends the term of the contract to include two additional one-year terms through July 15, 2029 and increases the total not-to-exceed compensation amount under the entire term of the Agreement from $19,800 to $34,935, representing an increase of $15,135. Sufficient funding for these services is included in the City Manager's Office annual operating budget and will continue to be budgeted in future fiscal years.

ATTACHMENTS

A. Amendment No. 1 to the Professional Services Agreement with Bakers Man Productions

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

AMENDMENT NO. 1 TO AGREEMENT BETWEEN THE CITY OF DUARTE AND BAKERS MAN PRODUCTIONS

This Amendment No. 1 ("Amendment") to the Agreement for Professional Services ("Agreement") is made and entered into as of July 14, 2026, by and between the CITY OF DUARTE, a California municipal corporation ("City"), and BAKERS MAN PRODUCTIONS, a California corporation ("Consultant"), as follows:

RECITALS:

A. On July 15, 2024, the City and Consultant entered into a Professional Services Agreement to provide on-site live-switching and recording of City Council meetings ("Existing Agreement").

B. City and Consultant desire to enter into the Amendment No. 1 to the Existing Agreement as set forth below.

AMENDMENT:

NOW, THEREFORE, for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, that the City and Consultant agree as follows:

Section 1. Amendments to Existing Agreement. The Existing Agreement is amended as follows:

A. Replace Section 2. **TERM** in the Existing Agreement with the following:

   This Agreement shall commence on the effective date and be extended from the Effective Date and shall remain and continue in effect until July 15, 2029, unless sooner terminated pursuant to the provisions of the Agreement. The term may be extended upon execution of a written amendment between the parties.

B. Replace Exhibit A, Scope of Services, in the Existing Agreement with the revised Exhibit A attached hereto and incorporated herein by this reference.

C. Replace Section 5(A). **COMPENSATION** in the Existing Agreement with the following:
   City agrees to pay Consultant an amount not to exceed $34,935 (Thirty-Four Thousand Nine Hundred Thirty-Five Dollars), based on the Scope of Services set forth in Exhibit A.

D. No other Amendments. Except as set forth above, the Existing Agreement shall remain in full force and effect.

[end-signature page follows]

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Amendment No. 1 to be effective as of the date approved by City's City Council.

CITY OF DUARTE

____
Brian Villalobos, City Manager

Date: ________________________________

CONSULTANT

By: ________________________________
Aaron Steven,
Director of Creative Services

Date: 7-2-2026

ATTEST

____
City Clerk

Date: ________________________________

APPROVED AS TO FORM:
RUTAN & TUCKER, LLP

____
City Attorney, City of Duarte

Date: ________________________________

<u>EXHIBIT A</u>

Scope of Services

TO:	**CITY OF DUARTE (Albert Nunez)**
FROM:	**Bakers Man Productions**
DATE:	**Wednesday, July 1st, 2026**
RE:	**Live-Switching & Broadcasting of City of Duarte Council Meetings**

Explanation of Services

This Statement of Work ("SOW") quotes firm fixed-price for the following project deliverables:

Live-Switching & Recording of City Council Meetings.

- Bakers Man Productions to provide live, on-site Live-Switching and Recording of City Council Meetings.
- Unless otherwise noted, meetings take place the 2nd and 4th Tuesday of each month at 7:00pm.
- Bakers Man Live-Switcher will arrive no later than 30 minutes prior to the start of each meeting to prepare and run technical checks.
- Bakers Man Productions will utilize a small team of live switchers each trained in the process in order to create redundancy and institutional knowledge.

Fee Schedule

CLIN	SUPPLIES/SERVICES	UNIT	RATE
0001	Live-Switching & Recordings services of City Council Meetings.	Live-Switching and Recording for one meeting	$315.00 (Flat Rate)
0002	Hourly rate for troubleshooting and/or technical meetings in service or preparation of recording City Council Meetings.	Consulting Services (if needed)	$65.00/hour

Agenda Item: **9.J.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Andres Rangel, Assistant to the City Manager
SUBJECT:	Approval of Agreement with The Retail Coach, LLC To Provide Retail Recruitment Consulting Services
RECOMMENDATION:	It is recommended that the City Council authorize the City Manager to approve a Professional Services Agreement with The Retail Coach, LLC. to provide retail recruitment consulting services in the Economic Development Expenses account number (100-1405-7975)
FISCAL IMPACT:	The Fiscal Impact of the agreement will not exceed $44,500 and was already included in the FY 2026/27 budget
STRATEGIC PLAN IMPACT:	Goal A – A1.3 Economic Development and Activation

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BACKGROUND

The City Council has prioritized recruiting national retail brands to fill vacant and underutilized sites throughout the City. To address this high need priority, and to maintain the positive momentum built from attracting retail chains such as Vallarta and Skyzone, City staff met with the consulting firm The Retail Coach, LLC ("TRC") to develop a retail strategy and assist with the City's ongoing efforts to recruit national retail businesses.

DISCUSSION/ANALYSIS

TRC maintains a prominent national footprint in providing market analyses and retail recruitment services to municipalities. In addition to operating in forty-three states, the firm has a deep understanding of our local economy, having worked with cities such as Lancaster, Rancho Cucamonga, and Corona, among other Southern Californian cities.

The project timeline is one year. The first six months is focused on research & market analysis, and marketing & branding reports. The remainder of the agreement is focused on recruiting businesses that align with Duarte's needs.

A detailed description of the firm's scope of work is below:

Retail Market Analysis

TRC will develop a market analysis using mobile location data to understand consumer behavior and determine consumer visits to key destinations in Duarte. A demographic profile will be developed to project population growth, median household incomes, age, among other key indicators.

TRC will also develop a retail demand analysis, to understand which sectors are currently being under served in the City. Understanding underserved sectors helps the City strategically recruit complementary businesses.

Retail Recruitment Strategy

TRC will work with the City to identify national and regional retail brands that are a good fit for Duarte based on community profile, consumer spending habits, and compatibility with a potential business. To strengthen the recruitment narrative, TRC will prepare a Site inventory of available sites in the City, including evaluation of their best use.

There will be a local stakeholder engagement component to the strategy. This includes meeting with local property owners, franchisees, and other relevant stakeholders to ensure that the recruitment strategy aligns with their ongoing projects and goals.

Marketing & Recruitment

TRC will actively recruit businesses that fit the retail recruitment strategy on the City's behalf. TRC will reach out to prospective businesses, measure interest level, provide retail site profiles and City's site inventory to prospective targets, and assist the City with conference planning and appointment setting with prospective brands. TRC will be present with the City in meetings with potential retailers.

Ongoing Support

TRC will hold monthly update conference calls, conduct three on-site Duarte visits, and grant unlimited access to its GIS and data reports.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to approve a Professional Services Agreement with The Retail Coach, LLC. To provide retail recruitment consulting services in the Economic Development Expenses account number (100-1405-7975).

FISCAL IMPACT

The Fiscal Impact of the agreement will not exceed $44,500 and was already included in the FY 2026/27 budget.

ATTACHMENTS

A. Draft Professional Services Agreement Between the City of Duarte and the Retail Coach, LLC
B. The Retail Coach, LLC. Proposal

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

CITY OF DUARTE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("**Agreement**") is made and effective as of July 14, 2026 ("**Effective Date**"), by and between the City of Duarte ("**City**"), and The Retail Coach, LLC, a California corporation, ("**Consultant**"). City and Consultant may sometimes herein be referred to individually as a "**Party**" and collectively as the "**Parties**." In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS

The City wishes to engage the services of Consultant to provide retail recruitment consulting services as described further in this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

2. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until July 14, 2027 or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

3. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall provide services more particularly descriptive in the "**Scope of Services**," which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the "**Services**" or "**Work**." In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant or under its direct supervision, and that all personnel engaged in such Work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Consultant's performance of the Services, and shall indemnify, defend, and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties, or interest levied, assessed, or imposed against City related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are other otherwise exempt under California's prevailing wage laws (California Labor. Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost, or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws (including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services on Consultant's behalf to provide any required disclosure or identification as required by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

4. MANAGEMENT

City's City Manager shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be Aaron Farmer, Partner, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

5. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed $44,500 (forty four thousand five hundred dollars), based on the Scope of Services set forth in Exhibit A.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

6. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the Services set forth in Exhibit A. In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph

(A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

7. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

8. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, whether or not there is concurrent active or passive negligence on the part of City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one or more of the defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

C. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Consultant's negligent acts, errors, omissions, or willful misconduct, in performing or failing to perform Consultant's obligations under this Agreement. City in its sole and absolute discretion, may withhold any payment due to Consultant, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Consultant's obligation to pay City any sums Consultant owes City.

9. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

D. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit B of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

10. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of City in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

12. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for Work to be performed in connection with the Services performed under this Agreement.

13. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender, gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry.

14. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

15. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; or (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice:

If to City:	City of Duarte City Manager's Office Attn: Brian Villalobos 1600 Huntington Drive Duarte, California 91010
If to Consultant:	The Retail Coach, LLC Attn: Aaron Farmer, Partner PO Box 7272 Tupelo MS 38802

16. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

17. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

B. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

18. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

19. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, relating to the obligations of the Parties described in this Agreement, are merged into this Agreement and shall be of no further force or effect.

20. CONFLICTS OF INTEREST

Consultant represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Consultant’s obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Consultant’s obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a “consultant” as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant agrees to complete and file a “Statement of Economic Interest” with the City Clerk to disclose such financial interests as required by City. In such event, Consultant further agrees to require any other person doing Work under this Agreement to complete and file a “Statement of Economic Interest” to disclose such other person’s financial interests as required by City.

21. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

22. PARAGRAPH HEADINGS AND SUBHEADINGS

The paragraph headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

23. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

24. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

25. CITY MANAGER AUTHORITY

City's City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its Mayor or City Manager and said Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE	**CONSULTANT**
	___________________________________
___________________________________	By: _______________________________
Brian Villalobos, City Manager	Its: _______________________________
Date: _______________________________	Date: _______________________________

ATTEST

____

City Clerk

Date: _______________________________

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

____

City Attorney, City of Duarte

Date: _______________________________

EXHIBIT A

Scope of Services

[ATTACH DOCUMENTS HERE]

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connections with Work to be performed under this Agreement, including coverage for any hired, non-owned, or rented vehicles in an amount not less than $1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Employer's Liability Insurance with limits in an amount not less than $1,000,000.

(5) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability;

and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days' advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

PROPOSAL FOR:

THE CITY OF DUARTE, CALIFORNIA

RETAIL RECRUITMENT CONSULTING SERVICES

TheRetailCoach.
800.851.0962
Austin, Texas
Dallas, Texas
Tupelo, Mississippi
TheRetailCoach.net

Executive Summary: Retail Recruitment

The Retail Coach is submitting this proposal for Retail Recruitment Consulting Services for the City of Duarte, California.

Our goal is not only to aid the Duarte in preparing and executing a Retail Market Analysis + Recruitment Strategy, but to continue assisting local leadership via long-term partnership and to capture sales tax leakage and further improve quality of life for residents by bringing in new retail, restaurant, entertainment, and service options.

The most important aspect of any Retail Market Analysis is its ultimate application and resulting impacts. Our approach has always been action-oriented to ensure that market reports are not placed on a shelf to collect dust. Working with all project team members, local stakeholders, and public officials is a critical component in which The Retail Coach is experienced and well-equipped to execute.

Goals & Objectives:

- Research and analyze the community's unique retail market to identify retail gaps and growth opportunities.
- Determine Duarte's viable retail market potential & its relationship with other industries.
- Identify key retail, restaurant, and entertainment concepts & targets that align with the community's vision.
- Proactively recruit new businesses with transparency and dedication to communication.
- Provide feedback on retail expansion, market trends, and the retail site selection process.
- Act as an extension of City staff to provide coaching for retail economic development initiatives, including retail recruitment training.
- Represent, prepare, and assist city leadership at ICSC and other industry events.
- Provide ongoing support for business and industry recruitment and community development.

We Recruit Retail.

For over 26 years, The Retail Coach has been the premier national retail recruitment partner for municipalities, economic development organizations, and development firms.

We are the nation's leading retail recruitment, market analysis, and development firm. Our approach combines **strategy, technology, and creative marketing** to execute high-impact retail recruitment strategies for local governments, chambers of commerce, and economic development organizations.

Having worked more than 900 assignments in 43 states, our recruitment approach is simple **- do what you say you are going to do, execute at the highest level possible, and constantly communicate findings and results to our clients.** This approach has proven successful, leading to multiple assignments with more than 90% of our clients.

PROVEN SUCCESS FOR CLIENT COMMUNITIES

6 Million +

SQUARE FEET OF NEW RETAIL RECRUITED

We have recruited more than 6 million square feet of new retail to client communities in the past 5 years.

$600 Million

IN NEW SALES TAX GENERATED

Our work has generated more than $600 Million in sales tax for our client communities in the past 5 years.

94%

REPEAT CLIENT RATE

Over 90% of our clients choose to continue working with us after the initial contract period.

More Than 6 Million SF of New Retail Recruited in the Last 5 Years

Our proven Retail:360® Process has been instrumental in recruiting new retailers and developers to our client communities.

RECENT RECRUITMENT SUCCESSES

McKinney, TX

Los Angeles County, CA

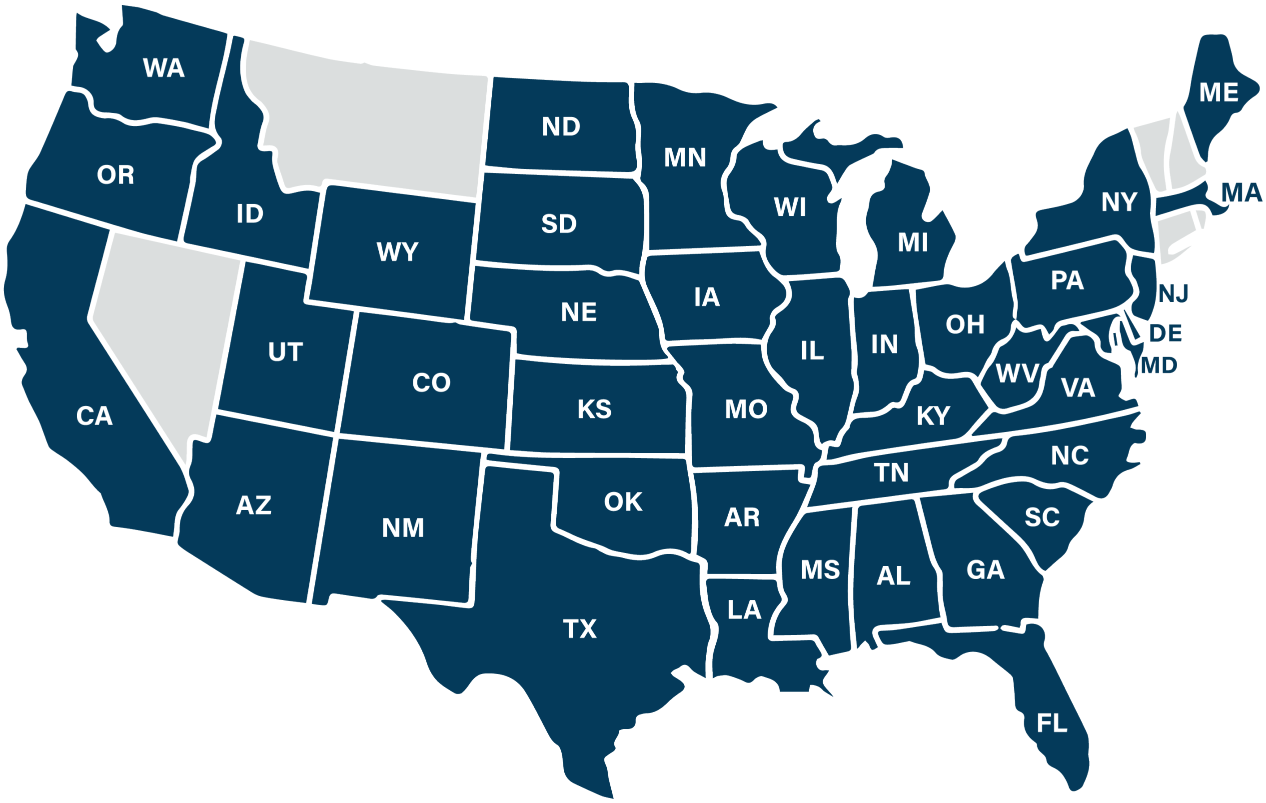
Lancaster, CA & Pella, IA

Laguna Niguel, CA

Orange County, CA

Lakeport, CA

PLUS HUNDREDS MORE THROUGHOUT THE COUNTRY



More Than 900 Client Communities Served Across 43 States

National Expertise.
Local Focus.

Our work throughout the country allows our team to stay current on retail trends and deepen our relationships with national and regional brands.

These relationships create unique opportunities for our client communities. When brands begin planning to expand into new markets, we are often one of the first to know. Retailers and tenant representatives will frequently look at our client list or ask our team for prospective markets to consider.

900+
COMMUNITIES SERVED

43
STATES WE'VE WORKED IN

90% +
REPEAT CLIENT RATE

Recruitment Done Right.

No Development.
No Brokerage.
No Conflicts of Interest.

What Makes Us Different?

Experienced & Connected

We pioneered the retail recruitment industry more than 20 years ago and leverage more than two decades of experience and relationships to help drive retail growth in your community.

Our Team is Your Team

We take a partnership approach and become an extension of your team. Our clients are invited to participate in the recruitment process, allowing you to learn and expand your network.

Full Transparency

We track recruitment activity and prospect feedback in your custom retail recruitment dashboard and host monthly calls with your team to keep you updated on progress.

We are Consultants. Not Brokers.

We pride ourselves on being consultants, not brokers. We only do what is in the best interest of our client communities and their future growth. We don't take shortcuts or go with the path of least resistance to fill retail spaces.

RECOGNIZED AS LEADING INDUSTRY EXPERTS AND FEATURED PRESENTERS FOR:

Key Personnel

PROJECT LEAD

Charles Parker
Project Director

Charles oversees The Retail Coach projects across the country, in addition to the Retail Recruitment Training and Downtown Programs. He is located in our Dallas office and will be the primary contact for your project.

LEADERSHIP & PROJECT STRATEGY

Kelly Cofer
Founder & CEO

Aaron Farmer
President

With more than 50 combined years of retail development experience, Kelly and Aaron play an integral role in every project for The Retail Coach. This includes in-depth market analyses, recruitment strategies, and development plans for our clients.

DATA & MARKET RESEARCH

Matthew Lautensack
Director of Data/Research

Matthew employs cutting-edge, GPS-based market data to pinpoint true opportunity in retail markets. He provides the latest retail trade area data and prepares our clients' market reports, data sets, and assists with GIS mapping.

STRATEGY & RECRUITMENT

Jean Totten
Recruitment Specialist

Keith Rinehart
Recruitment Specialist

Jean and Keith manage our strategic relationships with national and regional retailers, brokers, site selectors, and development partners. They assists with our recruitment process, including the site submission process and capturing retailer feedback.

ADMINISTRATIVE SUPPORT

Nancy Herbert
Director of Finance

Nancy supports all projects by managing client invoicing and contract needs as well as marketing, promotional, and graphic design support.

Your Project Team

PROJECT LEAD

Charles Parker | Project Director

Charles oversees projects for The Retail Coach nation-wide, and will be the primary point of contact for this project. He has over ten years of experience in the fields of economic research, development, and entrepreneurship; and his work in client communities has led to the recruitment of numerous brands including Hobby Lobby, Marshall's, Five Below, Planet Fitness, Eggs Up Grill, Popeye's, Sonic, and Sprout's. Additionally, Charles is the lead instructor of the MASC Retail Recruitment Training Program as well as annual instructor at multiple IEDC Basic Economic Development Courses across the country.

Prior to joining The Retail Coach, Charles served as a leading Researcher at Mississippi State University where he focused on economic impacts analyses of tourism and outdoor recreation on municipalities.

The McKinney, Texas native earned his Master of Business Administration and Master of Science degrees from Mississippi State University. Charles is an active member of the International Council of Shopping Centers and CALED, and is a frequent speaker at conferences, municipal leagues, and economic organizations.

Kelly Cofer | Founder & CEO

C. Kelly Cofer leads The Retail Coach with more than 30 years of experience in all aspects of retail real estate and economic development.

Kelly's professional background encompasses market research and site selection, advisory and leasing services, and property brokerage and development for leading national retailers and restaurants in more than 150 cities throughout the United States.

He has earned the prestigious Certified Commercial Investment Member (CCIM) designation from the Chicago-based Commercial Investment Real Estate Institute and attended the Economic Development Institute at the University of Oklahoma. Kelly holds a Bachelor of Science degree from Texas A&M University in College Station.

Aaron Farmer | President

With a degree in Marketing from The Mays Business School at Texas A&M University in College Station and an MBA from Texas A&M University – Commerce, Aaron brings to The Retail Coach knowledge of the most current research on retail and marketing trends.

Prior to joining The Retail Coach, Aaron was employed in marketing research and retail development where he worked on projects for some of America's leading retailers and restaurants including FedEx, Kinkos, Sally Beauty Supply, Adidas, Concentra and the National American Association of Subway Franchises (NAASF).

His expertise touches each step of a project from the initial trade area determination to the actual recruitment of retailers. Aaron is a sought after speaker for industry organizations throughout the country.

Your Project Team

Caroline Harrelson | Strategy Director

Caroline Harrelson focuses on key strategic planning for clients and manages The Retail Coach relationships with commercial real estate professionals across the country.

Prior to joining The Retail Coach she was the Director of International Services at Mississippi State University where she managed various international projects bringing a broader approach to The Retail Coach retail economic development recruitment methods.

Caroline holds a Masters in Public Policy and Administration combined with almost 10 years in upper administration and project management.

Keith Rinehart | Retail Recruitment Specialist

Keith brings over 32 years of expertise in community and economic development to his role as Recruitment Specialist. With a strong track record in effective communication, active listening, community and economic development, it is his mission to build strong relationships with retailers, site selectors, developers, and brokers to support retail growth in client communities and to make a positive and lasting difference in the lives of the communities he serves. Keith holds a Kinesiology Degree from Angelo State University with a double minor in English and Journalism.

Jean Totten | Retail Recruitment Specialist

Jean Totten brings a wealth of knowledge and expertise in economic development and community leadership to her role as Recruitment Specialist. With years of experience helping communities grow and thrive, Jean has successfully collaborated with local governments, businesses, and organizations to drive economic growth and foster sustainable development. Her passion for building strong, resilient communities makes her a valuable asset to The Retail Coach team.

Scope of Work

Retail Recruitment Strategy

Retail Market Analysis

Custom Retail Trade Area Analysis + Mobile Location Data

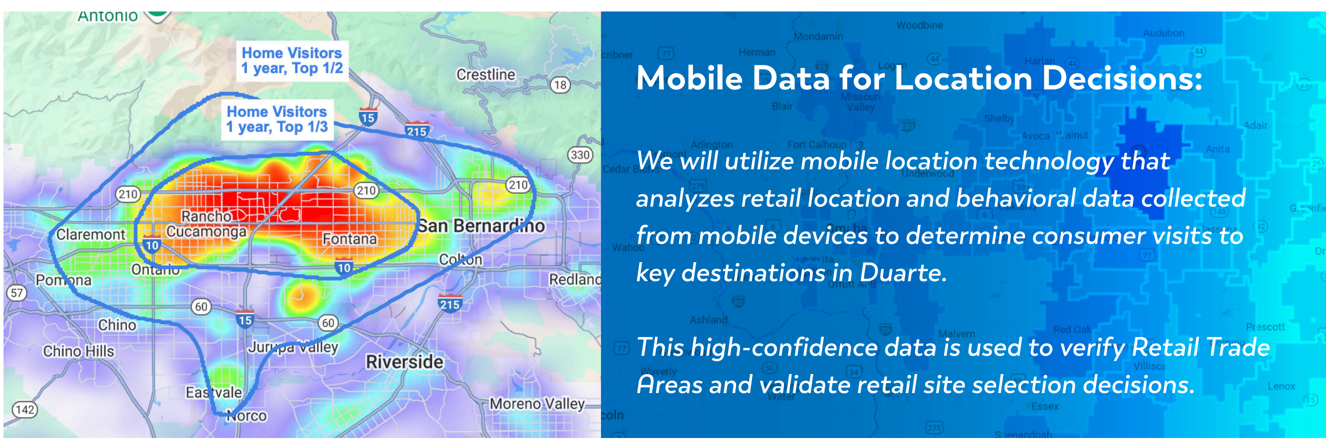
Mobile Location Data has become a powerful tool for retail, restaurant, and entertainment concept site selection processes. We will utilize data to confirm the primary retail trade area, but also to evaluate specific location consumer draw and performance. This can also be helpful for existing businesses to know how they stack up against their competition and to visualize cannibalization.

Demographic + Psychographic Analysis

Our demographic profiles include population and projected population growth, ethnicity, average and median household incomes, median age, households and household growth, and educational attainment. We will create comprehensive 2020 Census, 2026, and 2031 Demographic Profiles for the Retail Trade Area and the community, including Drive-Times and Radials.

Retail GAP/Leakage Analysis, Demand Analyses + Consumer Expenditures Report

One way to quantify retail demand is through a Retail Demand Analysis, which provides a summary of the primary projected retail demand growth — or opportunities — for 68 retail sectors. The analysis is ultimately used to identify recruitment targets for the community. The Retail Coach will also compare the demand to current sales projects to generate a GAP or retail leakage report. This will help identify which sectors are strengths or currently under served by the existing retail market. Additionally, TRC will provide a consumer expenditures report that highlight how local consumer spending compares to national averages across specific categories. These analyses will provide insight on which brands/concepts are missing or need to be emphasized more to attract complementary businesses.



Retail Recruitment Strategy

Retail Void + Fusion Analysis

Existing retailers and restaurants help set the stage for new business attraction. Understanding where brands have already located and how they choose to co-locate with other concepts is critical to understanding an area's potential and crafting a recruitment narrative. The Retail Coach will execute void analysis and fusion analysis (co-tenant evaluation) to determine potential fits for each community.

Retail Match List

The Retail Coach will target national and regional retail brands that are a good “fit” for the community. This means that the Retail Trade Area population, disposable incomes, consumer spending habits, and education levels meet the retailers’ ideal location criteria. We will develop and review a master list of potential retailers with local leadership and work together to prepare a final target list.

Site Inventory

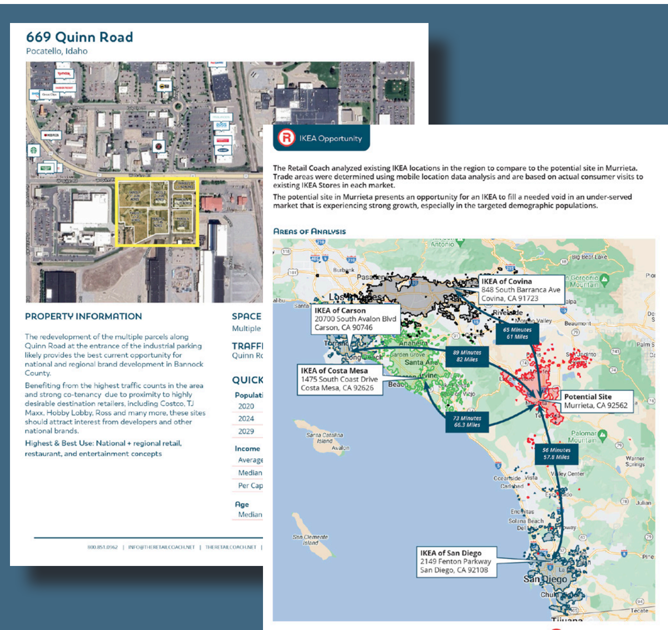
Retailers are interested not only in the market data on your community, but also in evaluating all available property vacancies and sites that fit their location preferences. Successful retail recruitment begins to happen with the introduction of available sites. We will identify priority retail vacancies and development/ redevelopment sites to market, as well as evaluate their highest and best use.

Local Stakeholder Engagement

Local buy-in is a must have for communities looking to build a comprehensive recruitment program. The Retail Coach will meet with local property owners, franchisees, brokers, and other stakeholders to assist with their ongoing projects or goals and to make direct introductions with targets brand representatives.

Understanding Retail Real Estate Availability

We will examine potential locations for a mix of retail, restaurant, hospitality, and entertainment uses to better understand the opportunity for new brands to enter your market.



Marketing + Recruitment

Recruitment of Retailers + Developers (+ Other Site Selectors)

The Retail Coach is the first national retail recruitment firm to introduce retailer and developer recruitment specifically for communities. Twenty-six years and 900 projects later, the recruitment of retailers remains one of the primary metrics of success. Today, our experience has proven that a community must move beyond just gathering data sets, and proactively recruit retail.

Our team will conduct outreach to corporate real estate teams, brokers, tenant reps, property owners, franchise groups, and any other real estate professionals involved in the site selection process to gather feedback for the economic development team.

We will actively recruit retailers on the City's behalf. Our retailer recruitment process includes:

1. Introductory emails and retail market profile are sent to each targeted retailer
2. Personal phone calls are placed to measure interest level
3. Personal emails and retailer feasibility packages are sent to each targeted retailer
4. Personal emails and retail site profiles for prime vacancies are sent to targeted retailers
5. Personal emails are sent to inform targeted retailers of significant market changes
6. Follow-up are conducted at least once per quarter to continue gauging interest levels
7. Target status reports are included in the Retail Recruitment Tracking Platform

Commercial Real Estate Conference Representation

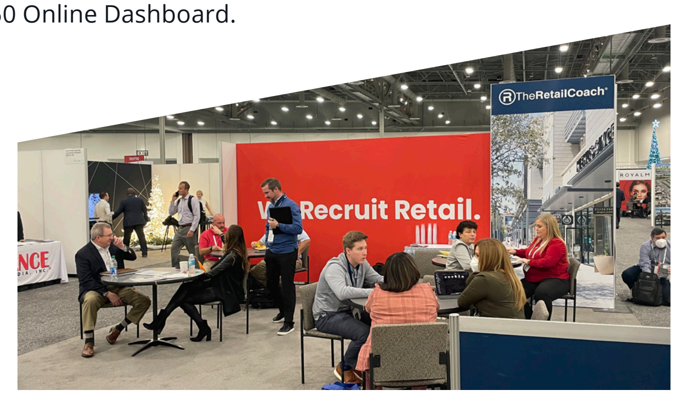
Recruitment is a relationships business, and retail conferences are essential to getting in front of and forging relationships with key site selectors and decision makers. Having a prominent presence at ICSC and Retail LIVE events has been a staple for The Retail Coach for over 26 years. In our partnership, we will assist in marketing each community - and its vacancies and sites - to retailers, developers, and brokers at retail industry conferences.

For any City Staff attending, TRC will assist with conference planning and setting appointments. The Retail Coach will represent the City at these events, but also invite the City to participate in any meeting to engage directly with key decision makers and enhance long-term relationships.

Key Events: ICSC Las Vegas, ICSC Western, ICSC Monterey; Retail LIVE!; ICSC Retail Forward; ACRE

Recruitment Toolkit + Support

Having effective marketing material is essential. The Retail Coach can prepare concise, impactful deliverables that properly illustrate the potential in each community that staff can use to assist ongoing recruitment efforts, including the Retail360 Online Dashboard.



Coaching + Ongoing Support

Retail Recruitment Tracking Platform + Information Exchange

To ensure transparency, The Retail Coach will provide a Live Retail Tracking form for City staff to access 24/7 to report the status of ongoing recruitment discussions and points of contact (along with contact information).

This platform will also host all deliverables to be downloaded by City Staff, information on key sites and analysis

Monthly Update Calls

To keep clear and open lines of communication, The Retail Coach will set monthly Zoom meetings with City staff to discuss updates, retailer feedback, and strategy. Additionally, our team is always available on demand to brainstorm, connect with personnel, or otherwise be a resource to City staff. Project Lead and Support Staff's direct contact information with be shared to ensure full access and support.

Visible Presence

Being a part of your team means being seen. The Retail Coach will make at least three trips to Duarte during the 12 month engagement to meet with city staff, prospective retail site selectors, developers, local property owners, and to host workshops for stakeholders.

Data Access

The Retail Coach implements a number of data sources and providers into our recruitment strategy. As such, our clients can gain unlimited access to GIS and data reports from the following: Claritas; ESRI ArcGIS & Business Analyst; AGS & Inrex via SitesUSA; Retail Lease Trac; CoStar/LoopNet; Seamless; Unacast; BLS; Census Bureau; and State DOTs.

Retail Coaching

Setting up communities for long-term success is our priority. We will work with city staff and conduct workshops to educate and provide resources to that the city can build off the momentum generated by recruitment efforts. Workshop topics can included Best Practices for Retail Recruitment (including prompts, scripts, and trade show activities), Review of the Site Selection Process, Explanation of the Development Process, Retail Real Estate 101, and guidance/case studies on business attraction incentives.

Deliverables & Pricing

Retail Market Analysis

- Mobile Location Data Analysis
- Custom Retail Trade Area
- Demographic / Population Profile
- Psychographic Profile
- Retail Demand + GAP Analysis
- Existing Retailer Map

Retail Recruitment Strategy

- Retail Void Analysis
- Retail Fusion Analysis
- Retail Match List
- Retail Site Identification and Inventory

Marketing + Recruitment

- Proactive Retail Recruitment
- National + Regional Retail Conference Representation
- Retail Marketing Profiles
- Retail:360® Dashboard
- Retailer-Specific Feasibility Packages
- Engagement with Local Stakeholders

Coaching + Ongoing Support

- Monthly Update Conference Calls
- Retail Recruitment Tracking Form
- Three Trips to market by TRC Staff
- Unlimited Access to TRC Staff
- Other Reports as needed

$40,000

Plus up to $4,500 reimbursable expenses.

Not to Exceed Price:
$44,500

Terms (12-month Agreement) :

The total fee for completion of this work is **$40,000** (+ expenses), payable in three (3) installments:

- $15,000 upon execution of contract;
- $15,000 at 90 days following execution of contract; and,
- $10,000 at 180 days following execution of contract

If Duarte elects to extend the agreement, the additional fee shall be **$30,000** (+ expenses) for each additional 12 month period of data updates, recruitment, and coaching.

Reimbursable Project Expenses:

It is estimated that reimbursable expenses will not exceed **$4,500**. Reimbursable expenses include all travel costs; any costs associated with special renderings / maps; copies of reports, drawings, maps; and any shipping costs. Costs are billed as incurred.

Project Timeline

Execution of Agreement

Kick-Off Meeting

Project kick-off call with key staff and stakeholders.

- Review timeline, goals, and objectives with project team
- Discuss priority sites and key areas of focus

30-45 Days from Kick-Off

Research & Market Analysis

On-the-ground market analysis and consumer data collection.

- Retail Market Analysis
- Demographics & Psychographics
- Primary & Secondary Retail Trade Areas
- Retail Demand Analysis
- Retailer Match List

60-90 Days From Kick-Off

Marketing & Branded Reports

Development of key marketing materials used to promote the community.

- Retailer & Developer Feasibility Packages
- Retail Market Profile
- Retail Site Profiles

Remainder of Agreement

Recruitment & Ongoing Support

Active recruitment of retailers and developers through the remainder of the agreement.

- Recruitment Status Dashboard
- Monthly Recruitment Update Meetings
- Representation at National & Regional Retail Conferences

Project Reporting

We will provide written or electronic updates on a monthly basis and hold monthly recruitment updates with City staff once recruitment has begun.

Community Trips

We will make at least three (3) trips to Duarte during the project.

Project Timeline

We are available to begin work immediately upon agreement of terms with a project duration of 12 calendar months.

California Presence

"...The Retail Coach [have] proven themselves as a great partner for the City and helped open many doors with retailers and developers that we weren't able to reach before. We have worked with other retail consultants and the level of expertise and support from The Retail Coach team has far exceeded what we've gotten from the other firms we've worked with. We already highly recommend them."

Tara Magner
Economic Development & Special Projects Administrator
City of San Jacinto, California

"The Retail Coach is hands-down one of the best consultant teams of any kind that our team has had the pleasure of working with. Their extensive expertise and nationwide connections with site selectors, developers, and major chains have opened up new doors for the City of Lancaster, allowing us to take our recruitment efforts to the next level and collaborate with brands that hadn't previously considered our market. They work as an extension of our staff, anticipating needs and freeing up inhouse staff time. I can't recommend the Retail Coach highly enough."

Chenin Dow
(Former) Manager, Economic Development
City of Lancaster, California
Current Director of Community Development
City of Santa Maria

"The Retail Coach is the perfect solution for our needs. They provide high-quality data that helps us sell our market to retailers and helps supplement our economic development team. They truly are an extension of our team and have helped us land retailers that we've been trying to get to the market for years. They are also very responsive and help us get the data we need quickly."

Scott Agajanian
Assistant City Manager
City of Murrieta, California

Other Recent Projects:

Bakersfield	Farmersville	Lakeport	Roseville
Beaumont	Fullerton	Laguna Beach	Santa Cruz
Coachella	Galt	Merced	Stanton
Corona	Gilroy	Palm Desert	Tracy
Desert Hot Springs	Indio	Rancho Cucamonga	Victorville

THE RETAIL COACH • RETAIL RECRUITMENT •

Contacts:

CHARLES PARKER
Vice President
c: 662.231.9078
e:cparker@theretailcoach.net

Agenda Item: **9.K.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
SUBJECT:	Professional Services Agreement with Moreland Planning Solutions to develop an SB 79 Overlay Zone and Budget Amendment Approval
RECOMMENDATION:	It is recommended that the City Council authorize the City Manager to sign a Professional Services Agreement with Moreland Planning Solutions and approve a budget amendment of $54,000 to the Affordable Housing Fund in account 6815-7965
FISCAL IMPACT:	The scope of services includes a cost of $48,930, plus a 10% contingency and will impact the Affordable Housing Fund
STRATEGIC PLAN IMPACT:	There is no strategic plan impact associated with this item

BACKGROUND

SB 79 was passed by the State Legislature in 2025 and signed by the Governor. The Bill took effect on July 1, 2026. This new law is intended to increase housing production near transit stops. It requires that very high density residential development be permitted on residential, commercial, or mixed-use development properties within ½ mile of a transit stop. In Duarte's case, because the population is less than 35,000, the impacted area is within ¼ mile of access points to the A Line Station.

Duarte has been ahead of the trend on encouraging increased density near transit stops. In fact, the original Duarte Station Specific Plan (DSSP) was adopted in 2013, several years before the Metro station opened in Duarte. The DSSP was amended in 2019 to allow increased residential density. Since that time, the Esperanza and Solana apartment developments have been completed with 636 new housing units. Duarte has done its part creatively developing dense housing options near transit. But SB 79 is going to require that Duarte do more as the ¼ mile radius extends beyond the DSSP area into the single family neighborhoods to the north and west.

The timeline from the Bill being signed into Law and its July 1, 2026, implementation date was extremely short. SCAG was tasked with preparing SB 79 maps that would clearly define impacted areas, but those maps have only recently become available in draft form.

For Duarte, this ¼ mile radius will impact the single family neighborhood north and west of the DSSP area. It will be important to develop a plan that meets the SB 79 requirements that is as sensitive as possible to this neighborhood. But SB 79 may also impact the DSSP area also. SB 79 requires that local zoning permit 100 dwelling units per acre and buildings at least 65 feet in height. It is important to note that to utilize SB 79 that developments will need to: Include at least five dwelling units; be at least 30 dwelling units per acre; have an average unit size no greater than 1,750 square feet of net habitable area; and include either seven percent extremely low-income units, ten percent very low-income units or 13 percent lower-income units. These requirements may impact the willingness to use the SB 79 standards.

<u>DISCUSSION/ANALYSIS</u>

Moreland Planning Solutions is a planning consulting firm that provides professional services and has specific experience in similar zoning projects. The president of Moreland Planning Solutions, John Moreland, has worked with the City in the past when he was with a different consulting firm. He will be the project manager and main point of contact for this project. The firm is in the process of preparing SB 79 plans for other cities and it well prepared to complete this project.

The first phase of the project will be mapping and data collection to determine the properties that are impacted followed by an initial neighborhood "kick off" meeting targeted to property owners in the impacted area. There will be a second neighborhood meeting to discuss the draft plan. If necessary, there are two additional workshops included in the budget.

The final product will be a final SB 79 overlay plan that will meet all State requirements. This includes hearings at the Planning and Economic Development Commission and at the City Council.

<u>RECOMMENDATION</u>

It is recommended that the City Council authorize the City Manager to sign a Professional Services Agreement with Moreland Planning Solutions and approve a budget amendment of $54,000 to the Affordable Housing Fund in account 6815-7965.

<u>FISCAL IMPACT</u>

The scope of services includes a cost of $48,930, plus a 10% contingency and will impact the Affordable Housing Fund.

<u>ATTACHMENTS</u>

A. Professional Services Agreement - Moreland Planning Solutions

Fiscal Review:	**Reviewed and Approved:**
Kristen Petersen Assistant City Manager/ Director of Administrative Services	Brian Villalobos City Manager

CITY OF DUARTE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("**Agreement**") is made and effective as of July 14, 2026 ("**Effective Date**"), by and between the City of Duarte ("**City**"), and Moreland Planning Solutions ("**Consultant**"). City and Consultant may sometimes herein be referred to individually as a "**Party**" and collectively as the "**Parties**." In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS

The City wishes to engage the services of Consultant to produce an SB 79 Overlay plan as described further in this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

2. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until June 30, 2027, or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

3. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall provide services more particularly described in the "**Scope of Services**," which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the "**Services**" or "**Work**." In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant or under its direct supervision, and that all personnel engaged in such Work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Consultant's performance of the Services, and shall indemnify, defend, and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties, or interest levied, assessed, or imposed against City related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 8, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are otherwise exempt under California's prevailing wage laws (California Labor. Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 8, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost, or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws (including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services on Consultant's behalf to provide any required disclosure or identification as required by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

4. MANAGEMENT

City's Community Development Director shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be John Moreland, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

5. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed **Forty Eight Thousand Nine Hundred Thirty Dollars ($**48,930**)**, based on the Scope of Services set forth in Exhibit A. With written approval from the City, up to a 10% contingency may be added to the maximum contract amount if there are unforeseen issues that require additional work.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

6. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 5, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the Services set forth in Exhibit A. In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph (A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

7. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Services under this Agreement. Consultant shall maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

8. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, whether or not there is concurrent active or passive negligence on the part of City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one or more of the defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

C. Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Consultant's negligent acts, errors, omissions, or willful misconduct, in performing or failing to perform Consultant's obligations under this Agreement. City in its sole and absolute discretion, may withhold any payment due to Consultant, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Consultant's obligation to pay City any sums Consultant owes City.

9. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or canceled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

D. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit B of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

10. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of City in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

12. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for Work to be performed in connection with the Services performed under this Agreement.

13. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender, gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry.

14. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Consultant, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

15. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice; or (d) e-mailing the notice to the e-mail addresses as set forth below:

If to City:
City of Duarte
Craig Hensley, Community Development Director
1600 Huntington Drive
Duarte, California 91010

If to Consultant:
Moreland Planning Solutions
Attn: John Moreland
3553 Atlantic Avenue
Suite B-1193
Long Beach, CA 90807

16. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

17. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

B. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

18. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

19. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, relating to the obligations of the Parties described in this Agreement, are merged into this Agreement and shall be of no further force or effect.

20. CONFLICTS OF INTEREST

Consultant represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Consultant's obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a "consultant" as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as required by City. In such event, Consultant further agrees to require any other person doing Work under this Agreement to complete and file a "Statement of Economic Interest" to disclose such other person's financial interests as required by City.

21. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

22. PARAGRAPH HEADINGS AND SUBHEADINGS

The paragraph headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

23. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

24. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound.

25. CITY MANAGER AUTHORITY

City's City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its Mayor or City Manager and said Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

____
Brian Villalobos, City Manager

Date: ______________________________

CONSULTANT

Moreland Planning Solutions

By: ______________________________

Its: President

Date: 6/18/2026

ATTEST

____
City Clerk

Date: ______________________________

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

____
City Attorney, City of Duarte

Date: ______________________________

EXHIBIT A

Scope of Services

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles in an amount not less than $1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Employer's Liability Insurance with limits in an amount not less than $1,000,000.

(5) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability;

and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days' advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

Moreland
Planning
Solutions

3553 Atlantic Avenue, Ste. B-1193
Long Beach, CA 90807
562-216-3850

June 16, 2026

City of Duarte
Attn: Craig Hensley
1600 Huntington Drive
Duarte, CA 91010
chensley@cityofduarte.ca.gov

Re: **Proposal for Senate Bill (SB) 79 Support**
Duarte, CA

Dear Craig Hensley:

Moreland Planning Solutions (MPS), in collaboration with Cindy Ma at Intersect, is proposing engagement, urban design, and zoning support to communicate and evaluate the potential density increases that the City would be subject to under Senate Bill (SB) 79. After determining the baseline density increases under SB 79, MPS will evaluate density alternatives allowed under SB 79, including visually depicting the increased density scenarios using three-dimensional modeling. This scope also includes communicating the increased densities to the public and public officials.

MPS is a comprehensive planning and entitlement services firm, with extensive expertise updating municipal codes to conform with recent State Law changes. Most recently, the staff at MPS worked with SCAG and the City of Fernando to determine SB 79 eligibility and impacts to that City. Also, staff at MPS managed a comprehensive report to the City of Claremont regarding SB 79 impacts near their future Metro station.

Intersect is an urban planning design firm with experience in preparing visualizations for proposed developments. The team at Intersect prepared urban design graphics for the Warm Springs Master Plan near a TOD station in Fremont, the Alameda Marina Master Plan in Alameda, and the North Rollins Specific Plan near the multi-modal station in Millbrae.

Proposal

Task 1 Project Kick-off and Project Management

MPS will facilitate a kickoff meeting to establish program management procedures and identify additional key City staff in other departments that may be needed for implementation of the project. We will also identify data needs required for the project.

MPS will set up regularly scheduled project meetings to discuss the project workflow, strategize about public meetings, approaches to the alternative plans, potential project barriers, and important aspects to consider and integrate into the overall project. We will notify City staff of issues requiring City staff feedback. MPS will use email communications to communicate with City staff on an as-needed basis.

Task 2: SB 79 Due Diligence

MPS, in coordination with Intersect, will evaluate SB 79 and its impacts on the existing permitted density. We will evaluate the City of Hope Specific Plan, the Duarte Station Specific Plan, and the City's Manufacturing zone to determine if SB 79 will be applicable to those areas. Once the zoning review has been completed, MPS and Intersect will indicate the properties that are subject to SB 79 in both a table and exhibit format. Intersect will also prepare a rough massing model of the maximum intensity that would be allowed under SB 79 without any modifications or density bonuses taken into consideration. The results will be provided to the City in a letter. This letter would also summarize alternative plans available to the City under SB 79.

Deliverables

- SB 79 baseline summary letter, including identification of impacted parcels in table and exhibit (letter in PDF and MS Word)
- Three-dimensional visualization of existing scenario

Task 3: Public Engagement

Once MPS has completed Task 2, MPS, along with the City will host three informational sessions about SB 79 and the impacts to affected properties. It is anticipated that these sessions will be conducted in front of the Planning and Economic Development Commission, City Council, and at one community meeting. It is anticipated that the content of these three presentations will be similar and informative in nature. These meetings will also gauge interest in reallocating density as part of the Alternative Plan allowed under SB 79.

After these initial meetings, MPS and Intersect will develop Alternative Plan scenarios included in Task 4. Afterwards, one additional community meeting will be held to discuss the Alternative Plan scenarios with the public. It is anticipated that this meeting will be part informational and part workshop.

MPS will also provide public notices for the two (2) community engagement meetings, using half-sheet, black and white flyers on yellow cardstock. This task assumes that all parcels subject to SB 79 will be notified plus a radius of 600 feet from said parcels.

Deliverables

- Engagement materials (as needed)
- Two (2) sets of mailing notices for Community Meetings
- Attendance at up to two (2) Community Meetings
- Attendance at up to two (2) Study Sessions before the Planning and Economic Development Commission and/or City Council

Task 4: SB 79 Alternative Plan Development

MPS and Intersect will develop up to two additional SB 79 Alternative Plans based on feedback from the City and on input received from the first round of engagement with City officials and the community. These Alternative Plans will be developed within the parameters identified within SB 79 and would include any updates that are signed into law as part of the 2026 State Legislative Session.

The initial alternative plans would be completed and sent to the City for initial review. Once comments have been incorporated by the City, 3D visualizations of each scenario and the two Alternative Plans will be presented to the community at the second Community Meeting identified in Task 3. After this meeting has been held, comments will be incorporated into a final Preferred Alternative Plan. The Preferred Alternative Plan and 3D visualization for this plan will be finalized for the public hearings.

As part of this effort, an ordinance and zoning map change is required to implement the Alternative Plan. MPS will prepare an administrative draft of the proposed zoning code amendments to implement the Alternative Plan. It is assumed that this Alternative Plan can be implemented using few revisions to the zoning code by referring to existing standards in other residential zones where possible. MPS will review other sections of the code to ensure consistency and propose amendments as needed.

MPS will also prepare the accompanying ordinance for the Alternative Plan. City staff review will review the administrative draft. Then based on one set of consolidated comments, MPS will prepare a Final Alternative Plan Ordinance for City staff to review.

MPS will also coordinate with the State's Housing and Community Development Department by providing the ordinance at least 3 weeks in advance of the Planning and Economic Development Commission meeting.

The Final Alternative Plan Ordinance will be prepared in both Adobe PDF and Microsoft Word formats. Edits will be made as required by final City staff review, City Council action, and conditions of approval.

MPS will also prepare any zoning map updates needed to implement the ordinance. It is anticipated that the SB79 area is generally located near Duarte Road and Highland Avenue. The map will be provided in PDF and JPEG.

Deliverables

- Up to Two (2) Alternative Plans Drafts
- 3D Visualizations of Two (2) Alternative Plan Drafts (One Per Scenario)
- One (1) Preferred Alternative Plan (Assumes Minor Revision of Alternative Plan Draft)
- 3D Visualization of Preferred Alternative Plan (Assumes Minor Revision of Alternative Plan Draft)
- Administrative Draft and Final Draft of Alternative Plan Ordinance
- Administrative Draft and Final Draft of Zoning Map (PDF and jpg format)
- Administrative Draft and Final Draft of Zoning Code Update (as needed)

Task 5: Public Hearings

MPS will support city staff with the development of the public hearing presentation. MPS will attend and assist City staff with the facilitation of one (1) Planning and Economic Development Commission public hearing to consider recommendations to the City Council related to the Alternative Plan Ordinance adoption. MPS will be available to answer questions at the Planning Commission meetings.

MPS will attend in person and assist City staff with the facilitation of one (1) City Council public hearing related to Alternative Plan Ordinance adoption. MPS will be available to answer questions at the City Council meetings.

MPS will review and provide comments on the staff report for both hearings.

Deliverables

- Attendance at one (1) Planning and Economic Development Commission meeting
- Attendance at one (1) City Council meeting

Assumptions

- All coordination meetings will be virtual.
- City will provide comments and suggested edits in track change on the Word document.
- One (1) round of edits to the Administrative Alternative Plan Ordinance and Zoning Code amendments.
- The City of Duarte will be responsible for notification of all meetings held before the Planning and Economic Development Commission and City Council.
- MPS will attend all community meetings, hearings, and workshops in person. These meetings are assumed to be held in Duarte.
- Assumes processing of the scope of services identified above. A change order will be needed should additional services be requested.
- Moreland Planning Solutions will not be responsible for payment of any required fees.
- It is assumed that the Alternative Plan will qualify for the exemption incorporated into SB 79. As such, no environmental work is included in this proposal.
- Costs have been allocated to tasks based upon Moreland Planning Solutions' proposed approach. We have the discretion to re-allocate costs among tasks and/or direct costs as circumstances warrant so long as the adjustments maintain the total price within the authorized amount.

Cost

The total cost of this proposal is identified in the table below and pursuant to the hourly rates identified in the following section. Reimbursable expenses (mileage, printing, postage etc.) are included within this proposal and will be reimbursed at cost incurred to MPS plus 10 percent. All work will be performed in accordance with the scope of work identified above. Costs have been allocated to tasks, based upon MPS' proposed approach. If additional revisions are needed, then a change order will be required. During the work, we may re-allocate costs among tasks and/or direct costs, as circumstances warrant, so long as the adjustments maintain the total price within the total authorized contract amount.

The table below shows the breakdown of milestone payments by task. Fees will be billed to client after task has been completed.

Task		Total Fee
Task 1	Project Kick-off and Project Management	$3,200
Task 2	SB 79 Due Diligence	$5,320
Task 3	Public Engagement	$15,570
Task 4	SB 79 Alternative Plan Development	$19,840
Task 5	Public Hearings	$5,000
TOTAL		**$48,930***

**All reimbursable expenses, including mileage, printing costs, postage, and expenses shall be reimbursed at cost plus 10 percent to Moreland Planning Solutions and are included in this total.*

Hourly Rates

The table below identifies the hourly rates for this project.

Classification	Hourly Rate
President / Owner	$200
Senior Planner / Urban Designer (Intersect)	$165
Planner	$150

This proposal is valid for a period of 60 days and is fully negotiable to meet the client's needs. If you have any questions regarding this proposal, please contact John Moreland at 562-216-3850 or john@morelandplanning.com.

Sincerely,

John Moreland, AICP | President
Moreland Planning Solutions

Agenda Item: **9.L.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Manuel Enriquez, Director of Parks and Recreation
BY:	Alyssa Rico, Recreation Manager
SUBJECT:	Notice of Completion – Community Center Main Entry Door Replacement – Project No. 26-12
RECOMMENDATION:	Staff recommends City Council authorize the Notice of Completion for the Community Center Main Entry Door Replacement in the amount of $32,000
FISCAL IMPACT:	Funds are available and budgeted for in Fiscal Year 2025/26 from the General Fund (100-1610-8100)
STRATEGIC PLAN IMPACT:	Goal F – F2.1 Community Vitality

BACKGROUND

At the January 28, 2026, City Council Meeting, the Council awarded the contract for the Community Center Main Entry Door Replacement (Project No. 26-12) to JD Glass in the amount of $32,000, plus a fifteen percent contingency. The scope of the contract involved the demolition and disposing of the existing door, provide shop drawing for approval, installation of Horton 2500 Elegant series single automatic all-glass door with ½” glazed, clear tempered glass with polished edges in a 8’ x 10’ size, installation of adjacent storefront sidelights also glazed with a ¼” clear tempered glass, installation of horizontal mullion in dark bronzer anodized finish and installation of Camden Jamb mount standalone keypad/card reader.

DISCUSSION/ANALYSIS

The Community Center Door Replacement Project commenced on February 10, 2026, and was completed on June 22, 2026. The project was completed with minimal issues, with the only notable delay being an extended shipment timeline for the replacement door. Despite this minor delay, all other aspects of the project progressed smoothly and were completed as planned. The project included the installation of a new entry door designed to improve accessibility, functionality, and visibility for community members and City staff. The upgraded door complies with ADA requirements and provides a more noticeable and user-friendly point of entry and exit for community meetings, classes, and facility rentals, enhancing the overall experience and safety of facility users.

RECOMMENDATION
Staff recommends City Council authorize the Notice of Completion for the Community Center Main Entry Door Replacement in the amount of $32,000.

FISCAL IMPACT
Funds are available and budgeted for in Fiscal Year 2025/26 from the General Fund (100-1610-8100).

ATTACHMENTS
A. Notice of Completion

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

CITY CLERK
CITY OF DUARTE

1600 Huntington Dr.
Duarte, CA 91010

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee**
5. A work of improvement on the property hereinafter described was COMPLETED on **June 22, 2026.**
6. The work of improvement completed is described as follows: **Duarte Community Center Entry Door Replacement**
7. The name of the original contractor, if any, for such work of improvement is: **J.D. Glass, Inc.**
8. The street address of said property is: **1600 Huntington Drive**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **The work includes the replacement of the Duarte Community Center main entry doors with an All-Glass automatic sliding door including security package.**

CITY OF DUARTE

______________________ Signature of Owner or agent: ______________________

Brian Villalobos, City Manager

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **City Manager of the City of Duarte** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

____________ at Duarte, California

____

Brian Villalobos, City Manager

Agenda Item: **13.A.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Andres Rangel, Assistant to the City Manager
SUBJECT:	Budget Amendment for Clerk/Typist Receptionist Position
RECOMMENDATION:	It is recommended that the City Council approve a $65,000 budget amendment to account nos. 100-1010-7002, 100-1010-7071, and 100-1010-7072 to fund the position of Clerk/Typist Receptionist
FISCAL IMPACT:	The estimated cost to fund the position is $65,000, reflected in account numbers 100-1010-7002, 100-1010-7071, and 100-1010-7072
STRATEGIC PLAN IMPACT:	Goal E – E1.3 Organizational Excellence

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BACKGROUND

To increase communications between staff and the public, as well as increase the public's customer service experience, City staff assessed that recruiting a Clerk/Typist Receptionist is a significant step toward addressing these objectives. The position is not funded in the FY 26-27 Fiscal Year Budget. Therefore, a budget amendment needs to be approved by Council to recruit for this position.

DISCUSSION/ANALYSIS

The proposed Clerk/Typist Receptionist position would serve as the front facing staff member to the public. The position's primary responsibilities will include greeting guests, responding to public inquiries, and answering phones calls, ensuring that the public receives great customer service.

The individual will be assigned in the front of city hall and receive the cross-training needed to either address routine questions or lead the public to the appropriate office that can address their inquiries. The position will be assigned under the City Manager's Office.

The proposed budget amendment would cover the position's base salary of approximately $52,000 per year as well as the position's retirement, health insurance, and other benefits. The approximate total fiscal year budget amount is $65,000.

RECOMMENDATION

It is recommended that the City Council approve a $65,000 budget amendment to account nos. 100-1010-7002, 100-1010-7071, and 100-1010-7072 to fund the position of Clerk/Typist Receptionist.

FISCAL IMPACT

The estimated cost to fund the position is $65,000, reflected in account numbers 100-1010-7002, 100-1010-7071, and 100-1010-7072.

ATTACHMENTS

A. Clerk/Typist Receptionist Job Description

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

CLERK/TYPIST RECEPTIONIST

Definition:

Under general supervision, performs a wide variety of simple clerical support duties for a department.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Acts as receptionist to City Hall or other facility, answering phones and greeting visitors.
2. Participates in the maintenance of routine spreadsheet programs.
3. Performs keyboarding, data entry, and filing.
4. Assists with responding to inquiries, providing routing or procedural information, fielding calls, and directing work orders.
5. Schedules appointments.
6. Processes and sorts postal mail, faxes, and/or emails.
7. Receives telephone calls and complaints.
8. Prepares a variety of simple documents in draft and final form using a computer and relevant software.
9. Operates a variety of office equipment.
10. Provides simple clerical assistance to supported staff.
11. Screens calls and provides a variety of assistance to the public and other agencies.
12. Performs other related duties as required.

Minimum Knowledge, Skill and Ability:

Knowledge of:

- Professional writing techniques.
- Record keeping principles and procedures.
- Relevant mathematical principles and functions.
- Computers and office software applications.
- Functions, policies, and procedures of relevant departments and/or operations.
- English usage, spelling, grammar, and punctuation.

Skill and Ability to:

- Deal with the public in person or on the telephone.
- Understand and follow verbal and written direction.
- Plan, organize, prioritizes, and perform duties as assigned with minimal supervision.
- Operate standard office equipment, a personal computer, and relevant software in a Mac environment.
- Interpret and apply department policies and procedures.
- Communicate clearly and concisely, both orally and in writing.

- Research and compile information.
- Maintain records.
- Establish and maintain effective working relationships with the public and all levels of staff and management.
- Successfully adapt in a high-volume, fast-paced working atmosphere with multiple activities.

Training and Experience:

Any equivalent combination of training and experience that provides the required knowledge, skills, and abilities could be considered qualifying. A typical way to obtain the knowledge, skills, and abilities would be graduation from high school or equivalent, and one year clerical experience. Municipal experience preferred.

Licenses and Certificates:

Possession of a valid California driver's license is required by the date of hire.

Physical Requirements and Working Conditions:

- Requires vision (which may be corrected) to read small print.
- Requires mobility of arms to reach and dexterity of hands to grasp and manipulate small objects. Lower body mobility may not be required.
- Performs lifting, pushing, and/or pulling which does not exceed 50 pounds and is an infrequent aspect of the job.
- Subject to inside environmental conditions.
- May be required to work at a computer for prolonged periods.
- May be required to use personal vehicle in the course of employment.

Agenda Item: **13.B.**

AGENDA REPORT

MEETING DATE:	July 14, 2026
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Frances Jimenez, City Clerk
SUBJECT:	Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference and Expo
RECOMMENDATION:	Discuss and designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity
FISCAL IMPACT:	There is no fiscal impact associated with this item
STRATEGIC PLAN IMPACT:	There is no strategic plan impact associated with this item

BACKGROUND

Each year the League of California Cities holds their Annual Conference and Expo where the General Assembly will convene. The General Assembly is a meeting of the collective body of all voting delegates, one from every member city. Delegates, who are council appointed city officials will represent the city by casting a vote on various resolutions, which if approved becomes Cal Cities policy. Participation in the General Assembly allows for the City of Duarte to advocate for local control and ensure the communities interests are being heard when policymaking is underway.

DISCUSSION/ANALYSIS

This year the conference will be taking place September 23-25, 2026, at the Anaheim Convention Center with the General assembly meeting occurring on Friday, September 25, 2026. Per the CalCities bylaws, member cities must designate a voting delegate and up to two alternates through council action. Said delegates and alternates will need to register for the conference. Once the designation has been made the delegate will be able to vote on matters on behalf of the City of Duarte.

RECOMMENDATION

Staff recommends the City Council discuss and designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity during the General Assembly at the 2026 League of California Cities Annual Conference and Expo.

FISCAL IMPACT
There is no fiscal impact associated with this item.

ATTACHMENTS
A. 2026 Voting Delegate Information Packet

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Council Action Advised by September 1, 2026

DATE: **Wednesday, May 13, 2026**

TO: **Mayors, Council Members, City Clerks, and City Managers**

RE: **DESIGNATION OF VOTING DELEGATES AND ALTERNATES**
League of California Cities Annual Conference and Expo, Sept. 23-25, 2026
Anaheim Convention Center

Every year, the League of California Cities convenes a member-driven General Assembly at the Cal Cities Annual Conference and Expo. The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Friday, Sept. 25, 2026 the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through the online submission portal by Tuesday, Sept. 1, 2026. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration opens June 2.

For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' event and meeting policy in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Sept. 23, 8:00 a.m.-6:00 p.m. and Thursday, Sept. 24, 7:30 a.m.-4:00 p.m. On Friday, Sept. 25, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Tuesday, Sept. 1. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.

2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.

3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.

4. **Signing Initiated Resolution Petitions**. Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.

5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.

6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

7. **Resolving Disputes**. In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

LEAGUE OF CALIFORNIA CITIES

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions

Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees

The Cal Cities President assigns general resolutions to policy committees where members review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions

The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee

The Resolutions Committee considers all resolutions. General Resolutions approved[1] by either a policy committee or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.[2]

General Assembly

During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates —one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

[1] The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.
[2] Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).

For more information visit www.calcities.org/general-assembly