



MEMORANDUM

TO: City Council
FROM: City Manager
DATE: April 20, 2022
SUBJECT: Comments on Agenda Items, Meeting of April 26, 2022

ITEM 3.A. (Special Items). The Rotary Club of Duarte will provide a presentation on the history of women in Rotary.

ITEM 3.B. (Special Items). Foothill Unity Center will provide the City Council with an overview of the services they provided to the Duarte community over the past year, as well as a proposal for continued grant funding.

ITEM 6.G. (Consent Calendar). Staff is recommending that the City Council send a letter to County of Los Angeles Supervisor Kathryn Barger on the issue of understaffing among LA County sheriff deputies, and the importance of ensuring that deputies are being compensated at a level that is competitive with surrounding agencies.

ITEM 6.H. (Consent Calendar). Staff is recommending that the City Council approve a proclamation naming April 2022 as Armenian History Month in the City of Duarte.

ITEM 6.I. (Consent Calendar). Staff is recommending that the City Council approve a professional services agreement with MIG Inc. in the amount of \$42,600 for the preparation of a mitigated negative declaration and associated Historical Assessment for the Morrison House at Westminster Gardens. The work will be funded through a deposit from the property owner.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dr. Daniel Jordan".

Dr. Daniel Jordan
City Manager



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A California Nonprofit Corporation, serving the San Gabriel Valley Foothill communities of: Altadena, Arcadia, Azusa, Baldwin Park, Bradbury, Duarte, Irwindale, Monrovia, Pasadena, Sierra Madre, South Pasadena and Temple City.

April 7, 2022

The Honorable Mayor Finlay and Duarte City Council

City of Duarte

1600 Huntington Drive

Duarte, CA 91010

Dear Mayor Finlay and Duarte City Councilmembers,

Foothill Unity Center is requesting a grant of \$14,500 - \$10,000 to support Duarte residents to receive services from our core programs, particularly in the continued response to the impact of COVID-19 and \$4,500 to support our Hygiene Program.

We propose to continue to serve current and new Duarte residents to receive any services from our COVID Response that includes assistance from our Food, Health, Job Development, Crisis Case Management, and Housing and Homeless programs from our Monrovia and Pasadena sites that includes transportation assistance. The services are offered in English, Spanish, and Chinese (Mandarin/ Cantonese). The in-house staff are available at all times to provide interpretations and translations for our core programs. Additionally, the grant will support our Hygiene Program offered during our food distributions that includes a portable bathroom with a sink. Foothill Unity Center will continue to work with the City of Duarte to continue to expand our outreach to the residents of Duarte to increase awareness and access to assistance. The outreach will include utilizing social media, website, e-blasts, and flyers on info about the availability of all our programs and services. Foothill Unity Center will continue to work closely and collaboratively with the City of Duarte and the following Duarte partners: Senior Center, Elks, Rotary Club, Chamber of Commerce, Kiwanis, Community Services, and etc.

Please find below information about Foothill Unity Center and the attached 2021 Impact Overview for review:

Due to impact of COVID-19 to our community, Foothill Unity Center has been playing a critical role in providing the essential support with our COVID Response efforts that help to address the immediate needs of our most vulnerable population suffering disproportionately from the effects of the COVID crisis.

Foothill Unity Center draws from our 41 years of experience to serve the individuals and families turning to us for assistance in crisis. In direct response to COVID, we have been shifting and adjusting to the changes since the start of the pandemic, in keeping with our mission to serve our neighbors to help them reach self-sufficiency. While we have had to close our buildings, we have adjusted our food distribution, and we continue to provide our other core programs by phone, virtually, in-person activities following mandated safety

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precautions. Prior to COVID-19, our target populations included 12 cities in the San Gabriel Valley including Duarte, but we have also not turned anyone away in need for food assistance.

Organization History:

Foothill Unity Center, Inc. (the Center) was founded in 1980 as an emergency food pantry operating out of a church closet in Monrovia to assist the low-income, disadvantaged and underserved. In the 1990's, having outgrown the church closet and moved around a couple of times, the Center landed at our previous site in Monrovia, slowly expanding our service areas to nearby cities. In 2004, we opened our second site in Pasadena. As part of the Community Services Block Grant Act of 1981, the Center was federally designated as a Community Action Agency (CAA) in 2008, to join a network of 47 organizations in the state of California and 1,100 in the country, to combat poverty. Our target population expanded to the Foothills portion of SPA 3, which includes Altadena, Arcadia, Azusa, Baldwin Park, Bradbury, Duarte, Irwindale, Monrovia, Pasadena, Sierra Madre, South Pasadena, and Temple City (since 2019). In 2009, we integrated healthcare services into our programs due to a strategic shift, supported by our staff and Board. In 2018, we moved into our new location in Monrovia. We leverage and do more with our Pasadena site (a fraction of the size), with the main headquarters (with the administrative department) and warehouse, with the increased capacity to store donations of food and supplies, and space for volunteers to sort and distribute regularly, located at the Monrovia site.

Organization Programs:

Foothill Unity Center is a multi-service agency that is the region's primary provider of integrated services that focus on homeless prevention and homeless services to help the disadvantaged, low-income individuals and families who are underserved to move out of poverty with our core programs: **Food, Health, Job Development, Crisis Case Management, and Housing and Homeless**. We provide access and opportunities, and remove barriers for the low-income and working poor, provide a safety net to the disadvantaged to prevent homelessness, and support the under-served homeless population by addressing their full spectrum of needs.

In 2021, we served over 13,800 unduplicated low-income and unhoused individuals with over 250,000 services that includes health, nutrition, COVID education and resources from our Monrovia and Pasadena sites, showing similar significant increases due to the impact of COVID-19 compared to the previous counts prior to COVID-19. This includes over 54,000 services from our Food Program that translates to over 1,000,000 meals. 61% of the total served were new clients, accessing services for the first time. While the impact of the pandemic has been incredibly challenging, we have expanded our programs to meet the increases in services for individuals and families, including children, seniors, adults, and the homeless seeking help.

In 2021, for Duarte residents, Foothill Unity Center provided 13,820 services (almost doubling the number of services from 2020) from our core programs to over 261 unduplicated individuals, with over 10,000 of those services from our Food and Health programs (compared to the to 6,000 services from our Food and Health programs in 2020). The increases reflect the effectiveness of our integrated services approach so that participants who may come to us for one service learn about our services from our other core programs that are available all at the same place.

Our programs include:

Food Program: to address food insecurity, our services include emergency family food sized to last a week for those who have the means to refrigerate and cook food and bag lunches and hygiene kits for those experiencing homelessness food. For those unable to participate in our drive through distribution,

such as our seniors, homebound, and disabled clients, we are able to deliver food boxes to them. Thanksgiving and Holiday Food Distributions are special events that are added to the food distribution. To leverage our delivery of services and expand our reach, we have shared our food inventory with community partners, who distribute the food we provide to them from their locations. We also offer our food delivery program to seniors and the disabled. Foothill Unity Center has been partnering with Food Forward to create a Produce Hub to help increasing the volume of quality nutritional foods available for our distribution as well as sharing with the other entities serving as food pantries. This is a valuable resource available as we are able to handle the pick-ups of the large volumes of produce.

Health Program: provides access to healthcare, education on ways to manage chronic health diseases, and assistance with navigating the healthcare system. Due to COVID-19, our priorities include information, updates, access to COVID-19 testing and vaccines, whether offered directly onsite or as referrals. This includes direct assistance to navigate the challenges of gaining access to testing and vaccines. We distribute PPE that includes masks, hand sanitizers, gloves, etc. Among the services, we will provide dental and vision screenings, dental procedures, eye exams, glasses, and eye glass vouchers from mobile and on site dental and vision clinics, flu vaccines, blood pressure screenings, health and nutrition education that includes classes, exercise groups, and cooking/recipe flyers, coordinate care for health needs for the homeless and uninsured through medical outreach and referrals. We leverage our workforce annually as we did last year with 150 work trainees, nursing students pursuing licenses, and interns in social work and public health.

In partnership with APU and Cal State LA Nursing students, we will continue to provide blood pressure checks through our Food Distribution Drive Through. We offered the blood pressure checks on Mondays and Wednesdays from October through December, with increases in participation compared to the previous year. We will continue to offer this from February through May. We will continue to offer our Mobile Dental Clinic as we did this past fall, with required COVID-19 screenings and strict safety precautions. In 2021, we were able to offer the mobile dental clinic in partnership with the USC Ostrow School of Dentistry for 127 – children and some adults with a range of dental cleanings, x-rays, dental treatments, and follow up care, with the value totaling over \$116,000. We have had to incorporate COVID-19 screenings completed by phone prior to scheduling appointments and COVID testing results prior to dental treatments. Due to mandated safety precautions, our ability to deliver other dental and vision screenings may continue to be impacted. We will continue to offer flu vaccine clinic in October. We will continue to offer socially distanced workshops (held outside in our parking lot) and activities when possible similar to the Paint and Create and Art Therapy workshops or virtual versions that also includes nutritional classes. In partnership with the Pasadena Public Health Department, we will be offering to host virtual classes on different nutrition topics targeting both adults and children. We will continue to offer medical outreach and referrals. Foothill Unity Center will continue to work to be flexible and adjust as appropriate and deemed safe based on the surges and the continued impact of the pandemic with the delivery of our Health Program to ensure equitable access to these critical services. Our Health Program team is comprised of a Health Services Manager, Health Services Case Worker, Health Services Assistant, and Behavioral Health Coordinator.

Job Development Program: helps to improve the economic lives of individuals with hands on assistance to gain employment for those unemployed and underemployed. The program aims to reduce the barriers to employment and help the whole family thereby ending the cycle of poverty for the next generation by serving on-site work experience training and with job readiness preparation, academic and vocational counseling, resume assistance, certifications, mentoring, financial literacy workshops, tax preparation through our Volunteer Tax Preparation (VITA) Program, job search and assistance with

employment placement, employer relations and development, and referrals to community agencies for training. The Center's staff supervised 39 work experience trainees.

Crisis Case Management Program: it is the driving strategy and standard of care practice that supports our core programs through assessment, case planning, care coordination, advocacy, resource linkages, and follow up. Individualized client plans allow the Case Manager to track progress and make adjustments specific to personal situations.

Housing and Homeless Program: provides increasingly more permanent and temporary placement solutions and services, such as motel vouchers, rental assistance, eviction prevention, Mobile Shower and Hygiene programs and related services to those experiencing urgent emergency and chronic housing needs. The Hygiene Program includes portable a bathroom with a sink that is offered during our food distributions hours. Last year, Foothill Unity Center provided housing services that included navigation, retention, temporary housing, and rapid rehousing. The Center provides permanent housing placements, as well as provided motel vouchers and referrals for emergency shelter. Our goal is to rapidly-rehouse before barriers to permanent housing increase and chronic homelessness sets in and then assure that permanent housing is sustained.

Implementation Schedule on a Weekly Basis:

Foothill Unity Center is open from 9:00 am to 4:30 pm Mondays through Fridays. Food Distribution hours at Foothill Unity Center's Pasadena site are: Tuesdays and Fridays at 9:00 am to 11:30 am and Wednesdays at 9:00 am to 11:30 am and at our Monrovia site they are: Mondays at 1:00 pm to 3:30 pm and Wednesdays and Fridays at 9:00 am to 11:30 am. Annual Thanksgiving and Holiday Food have been added to our regular food distributions that include turkeys and chickens and a menu for the celebrations that will help to bring some cheer as well as to address the food insecurity during the these holidays. Additionally, we have also added our annual Back-to-School distributions as well. Homebound Food Deliveries are delivered the first full Tuesdays, Wednesdays, and Thursdays of the month. This includes the additional deliveries to the senior buildings occur weekly.

Social Distancing/Contactless Measures:

Foothill Unity Center has prioritized the safety and health of our clients, volunteers, and staff at the onset of COVID-19 and took action to close our Pasadena and Monrovia sites to the public, while continuing the delivery of our core programs and services. We have adjusted our food distribution. Clients stay in their cars and our staff and volunteers load food in their trunks or safely to the individuals walking through. For those unable to come to us, we have been delivering food boxes to the seniors and homebound.

For clients, volunteers, staff, or anyone entering the buildings are required to have their temperatures taken and sanitize their hands. Aside from staff, all others must be scheduled to come to the buildings. There are sanitizer stations available throughout the buildings. Everyone is strongly recommended to wear masks per the mandated health precautions. For staff and volunteers, working with our food distribution with our Food Program, gloves are required to be worn. Aside from staff members cleaning surfaces throughout the day, janitorial staff clean daily during the business week. Hand sanitizing stations, bottles, and alcohol cleaning wipes are available throughout the buildings.

Data Tracking and Evaluating and Measuring Impact:

Foothill Unity Center's intake process includes a comprehensive intake application to verify geographic and income eligibility and gather important demographic information. From this intake application, the

information is entered into our Community Services Case Management (CSMS) database and to HMIS if they meet the eligibility criteria to meet the Homelessness Prevention services.

Clients are eligible to access services from our core programs and services and may request further case management assistance at any time. At each subsequent visit by the client, we will record the service that the client receives into both their hard copy file, CSMS, and again in HMIS when appropriate.

Racial Demographics:

Foothill Unity Center serves very low-income and unhoused individuals and families, with income less than 200% of the Federal Poverty Level. Our 2021 demographics are estimated to be: 23% seniors, 17% children, and 60% adults; 32% Hispanic, 6% African American, 11% Caucasian, 26% Asian, 1% Native American, and 25% Other and Mixed Races. According to the Los Angeles Homeless Services Authority's 2020 Homeless Count, 5,082 people are homeless in the SPA 3. LA County's Department of Public Health measures food insecurity at 22% in the San Gabriel Valley. Of our clients, 78% live below the federal poverty line and 60% allocate more than half of their income to rent. 14% are homeless and all of our clients are food insecure.

Organization Impact:

Foothill Unity Center's Food Program is the largest in the northeast region of LA County. The LA Regional Food Bank (LARF) considers Foothill Unity Center to be the top food pantry in the County, recognizing our exemplary service with both the LARF Community Spirit Award, and the coveted Tony Collier Award for "leadership in the war against hunger." In addition, we have received the Hunger Fighter Award from the California Hunger Action Coalition for our dedication and commitment to ending hunger in California. In July 2021, Foothill Unity Center was honored to be awarded the "Non Profit of the Year - Heroes of the Pandemic" by Congresswoman Judy Chu. We were also awarded the prestigious 2019 Nonprofit of the Year Award in Sacramento, along with 101 fellow nonprofit organizations out of a total of about 72,000 in the state of California. The Monrovia Providers Group awarded us in September with the 2019 Lisa Magno Award that recognizes amazing contributions to the well-being of seniors.

On behalf of Foothill Unity Center, thank you sincerely for your consideration of this request. With the exponential increases in the needs for our programs and services, we continue to look to our key partners for support that we can continue to meet these critical needs. Should you need any additional information, please contact me at tashera@foothillunitycenter.org or call us at 626-358-3486.

With great appreciation,

A handwritten signature in blue ink, appearing to read 'Tashera Taylor', with a stylized flourish at the end.

Tashera Taylor
Chief Executive Officer

MAKING AN IMPACT

2021 YEAR STATS



Foothill Unity Center, Inc.

HELPING PEOPLE. CHANGING LIVES.



 **13,820**
Individuals Served
2X more than
Pre-pandemic 2019

 **61%**
Families are NEW
to the Center. **7,400**
families served

 **6,326**
Case Management
Services provided
to 399 Families

 **509**
Mobile Showers often
with Haircuts, Free
Phones & Clothing

 **1,059**
Housing/Homeless
Services for
242 Families

 **58**
Families Placed in
Permanent and
Temporary Housing

 **4,136**
Transportation
Services

 **38,400**
Volunteer Hours
by 1,247 Volunteers

 **853**
Children served through
Back to School

 **2,818**
Diaper Packages

 **2,827**
Pet Food Bags &
Vet Clinic Services

 **1,452**
Holiday gift bags

 **380**
Job Development
Services for
112 Individuals

 **247**
Nursing students
trainees, 45 work-experience
trainees & 17 interns

FOOD IMPACT

 **1,021,260**
Total Meals

 **54,492**
Food Services

 **5,306**
Food boxes delivered
to seniors & disabled

 **25,407**
Meals for Homeless

 **7X**
More food deliveries than
Pre-pandemic 2019

 **3,722**
Thanksgiving & Holiday
Food Boxes

HEALTH IMPACT

 **17,850**

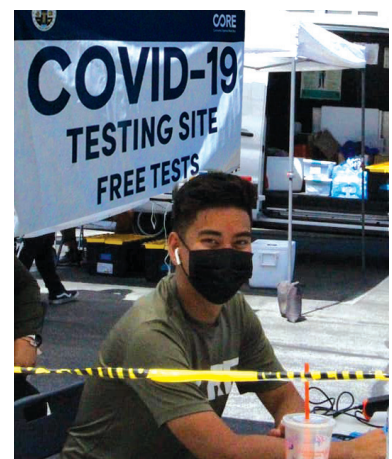
COVID Masks,
supplies, educational
material and
scheduling services

 **426**
COVID Vaccines & Tests

 **2,868**
Dental Services

 **3,525**
Vital Health Screenings

 **\$116,666**
Value of Dental Services
for 101 children &
parents through Mobile
Dental Clinic



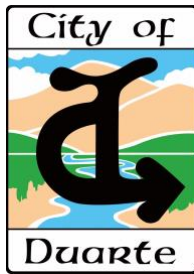
191 N. Oak Ave.
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PUBLIC SAFETY STATUS REPORT April 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently exactly even as compared to last year to date.
2. Special Assignment Team	The Special Assignment team has focused on catalytic convertor thefts and have adjusted their hours accordingly to the early morning hours.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. We are currently servicing one female adult in this program. <u>This program ends in May of 2022.</u>
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. <u>Tony assisted in completing the LAHSA homeless count on February 22.</u>
3. Riverbed Areas	The Army Corps of Engineers and the City of Irwindale are working on a proposed clean-up in the riverbed south of Huntington Drive.
4. Foothill Unity Center & Union Station Services	The City of Duarte contracted with Union Station for navigation services from January 1, 2022, to March 31, 2022, and have contracted with Foothill Unity Center for navigation services from April 1, 2022, to June 30, 2022. This was to bridge homeless navigation services while the San Gabriel Valley Council of Governments executed agreements with providers for services to be provided to cities in the San Gabriel Valley.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106

PROJECT/PROGRAM		STATUS
		Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers
<u>EMERGENCY PREPAREDNESS</u>		
1. Emergency Operations Center		The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended March 31, 2022
(75.0% of FY 2021-22 Completed)

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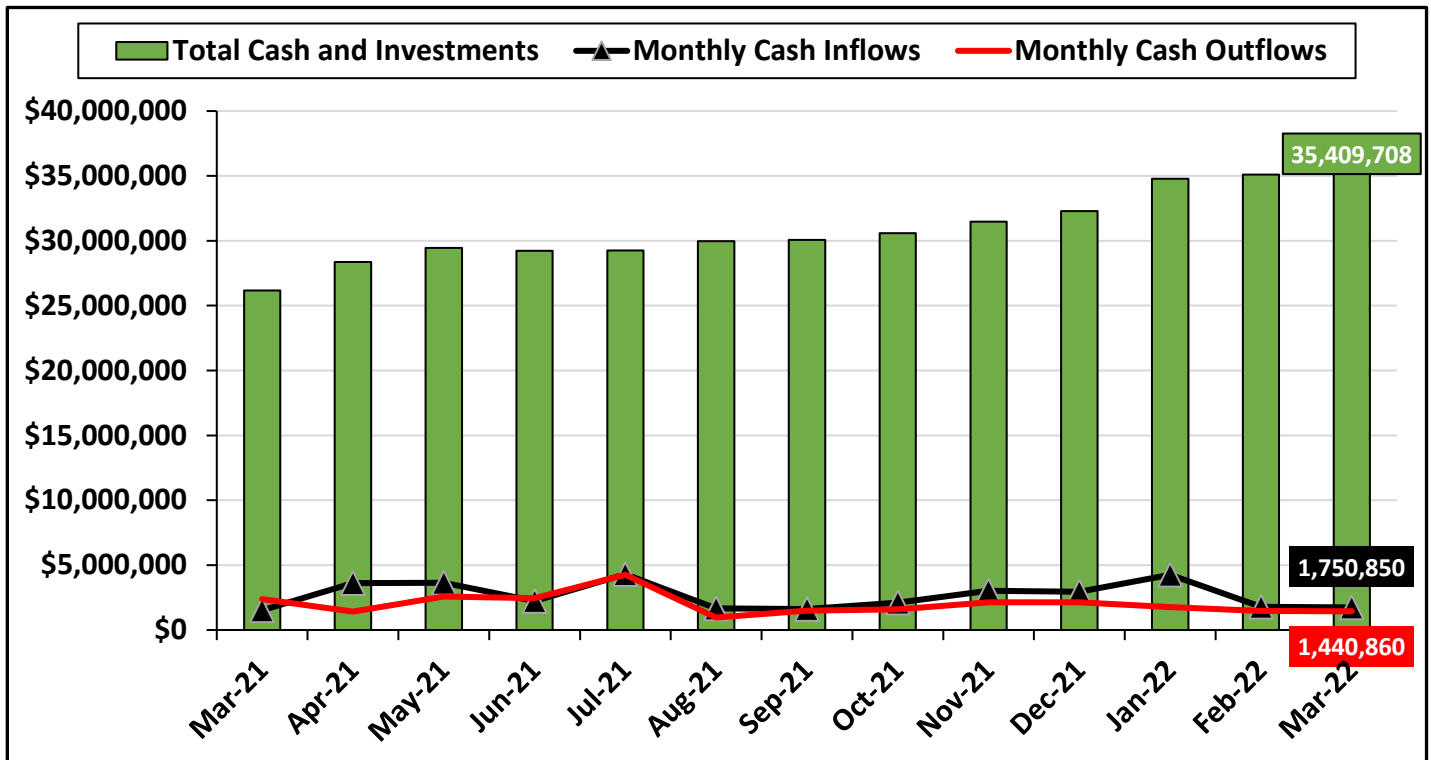
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CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended March 31, 2022

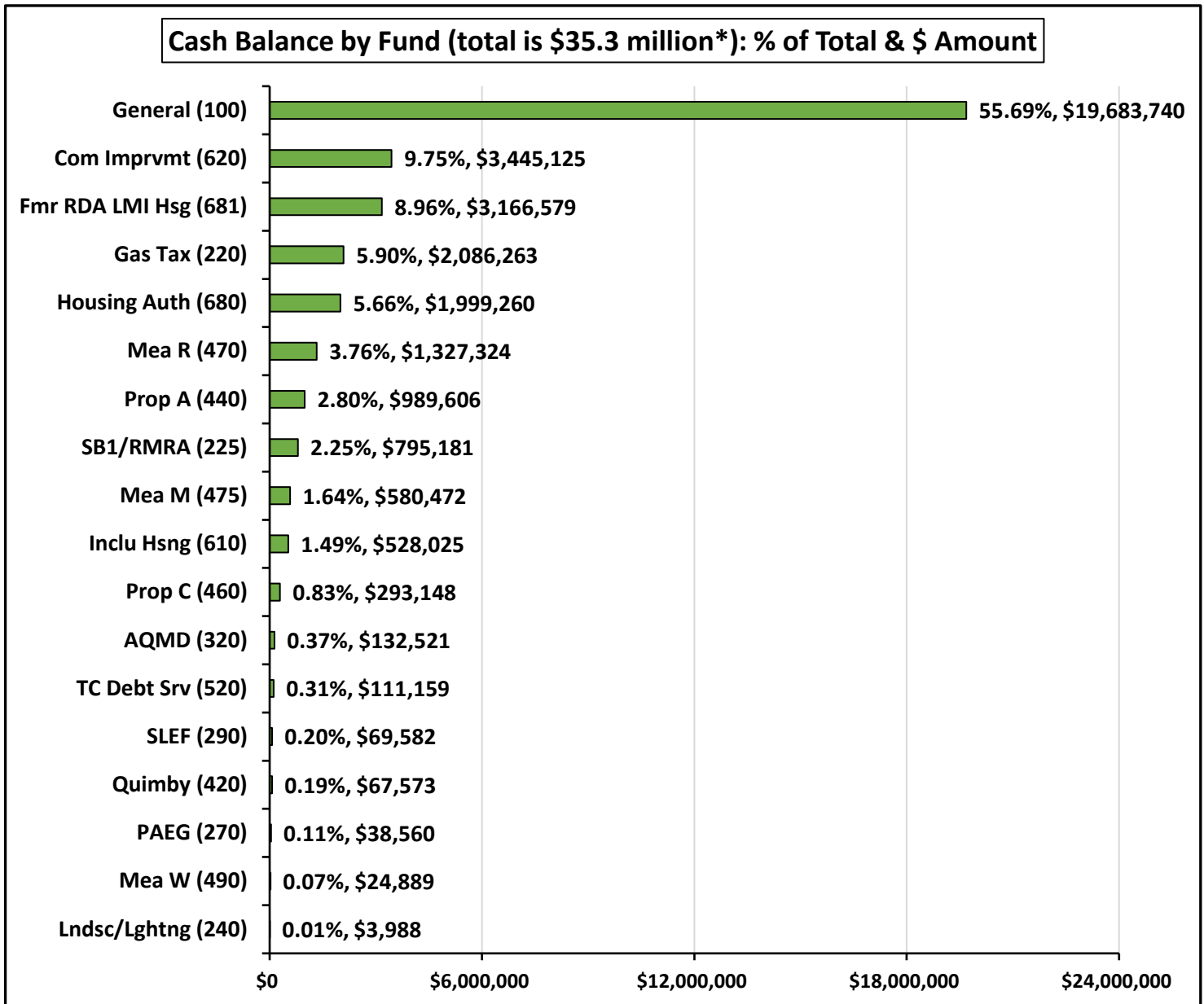
MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (03/01/2022)	\$19,632,336	\$15,467,383	\$35,099,719
Cash Inflows			
Receipts	\$1,750,850	\$0	\$1,750,850
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,750,850	\$0	\$1,750,850
Cash Outflows			
Disbursements	\$1,440,860	\$0	\$1,440,860
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,440,860	\$0	\$1,440,860
Net Activity	\$309,989	\$0	\$309,989
Ending Balance (03/31/2022)	\$19,942,325	\$15,467,383	\$35,409,708



*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 March 31, 2022



*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

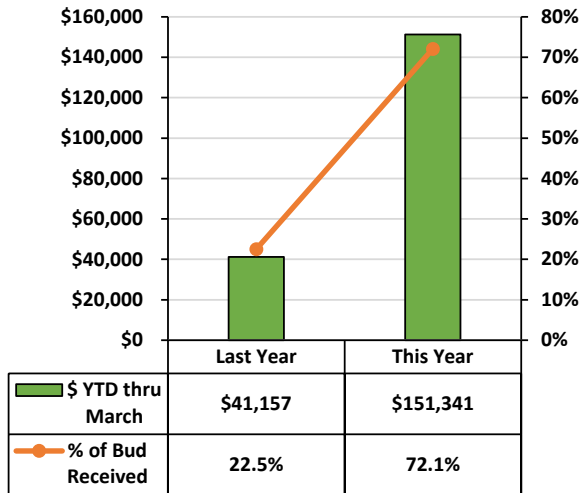
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year



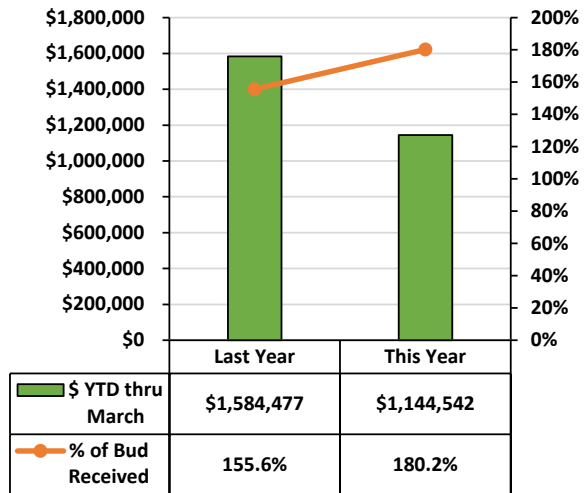
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year

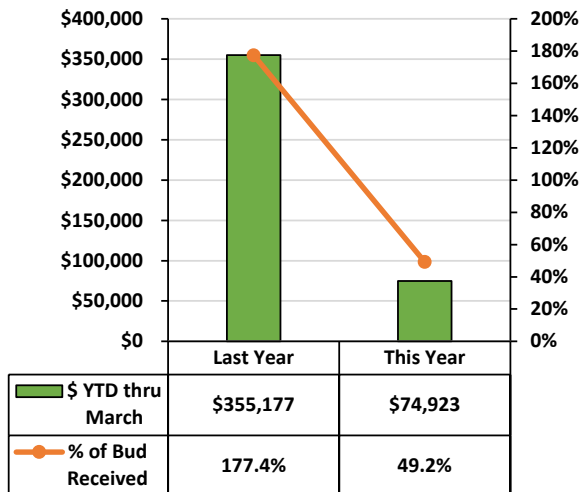
Recreation Fees



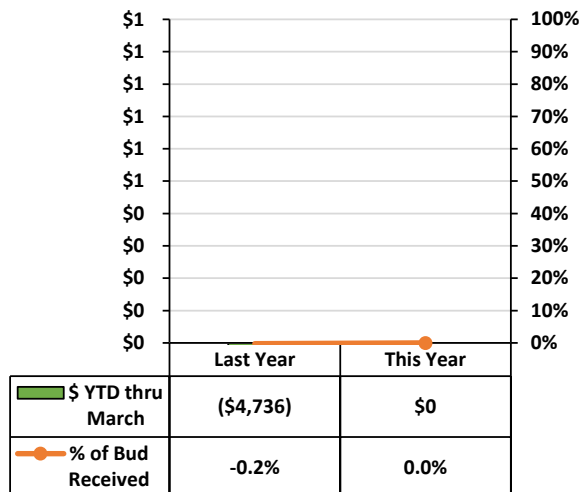
Other Service Charges



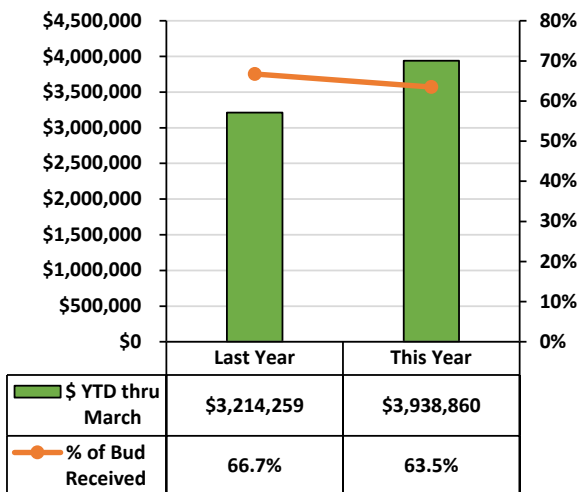
Miscellaneous



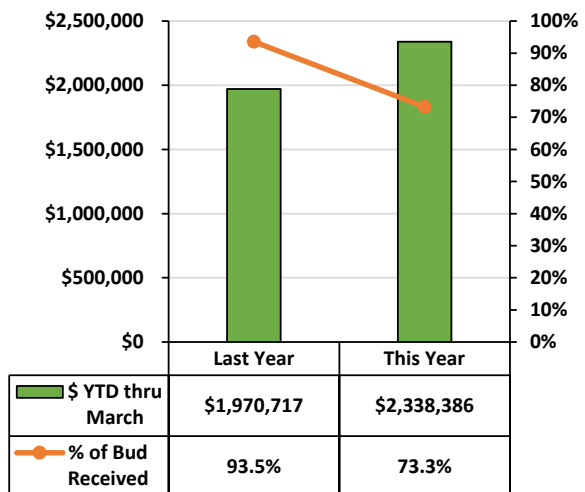
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year



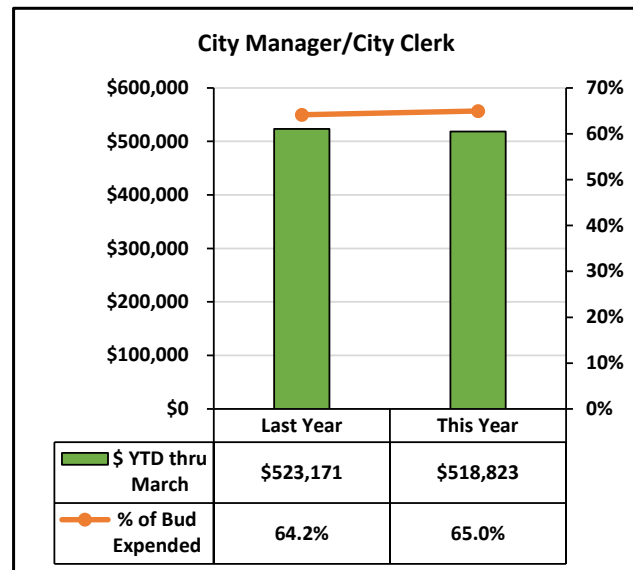
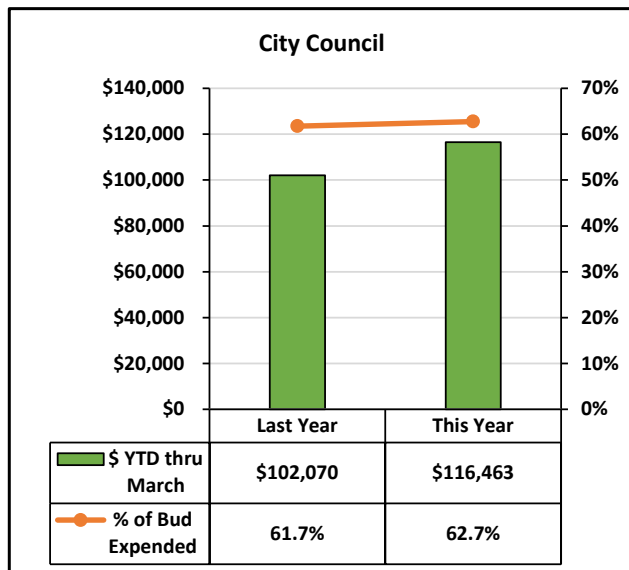
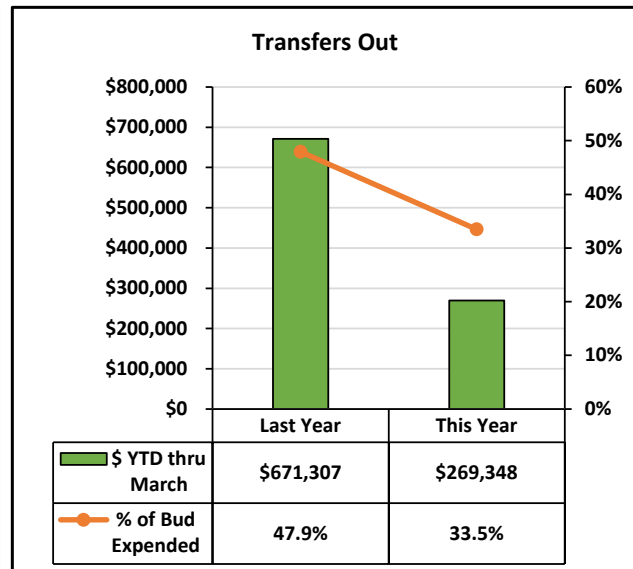
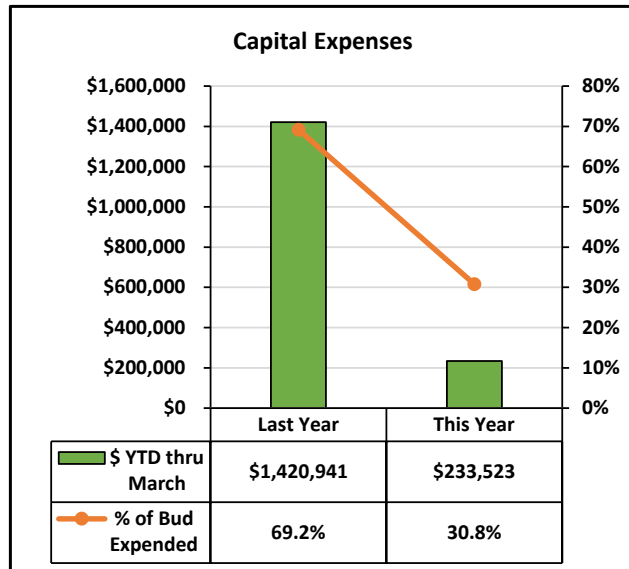
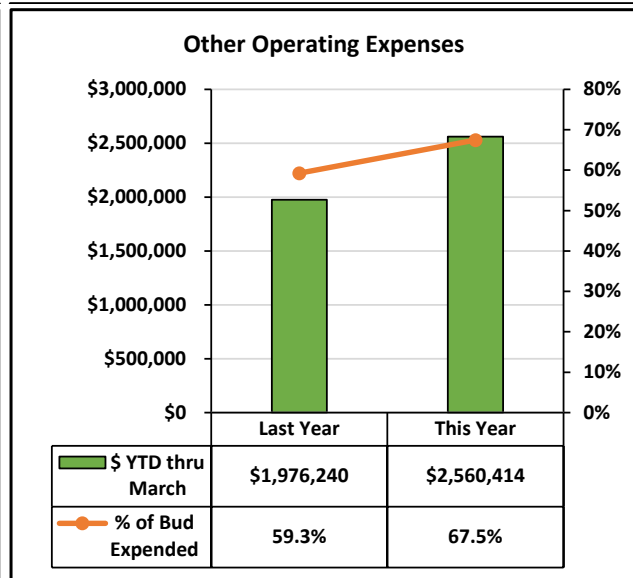
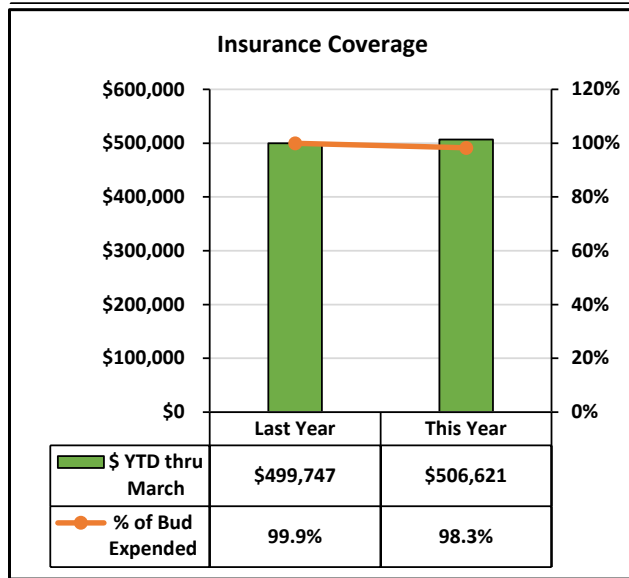
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



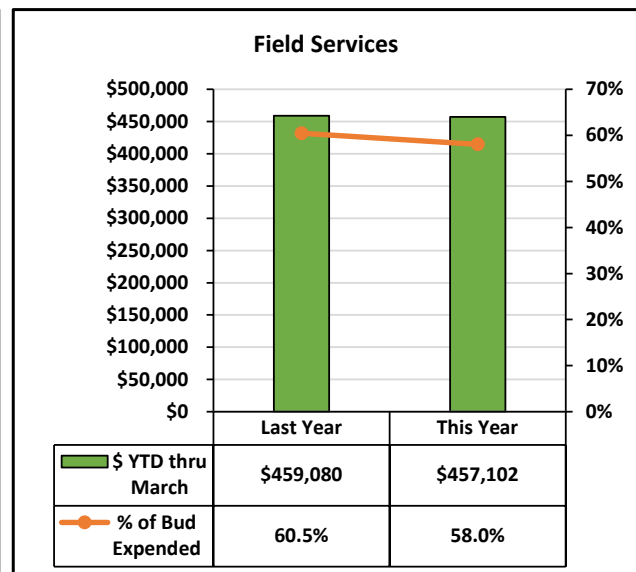
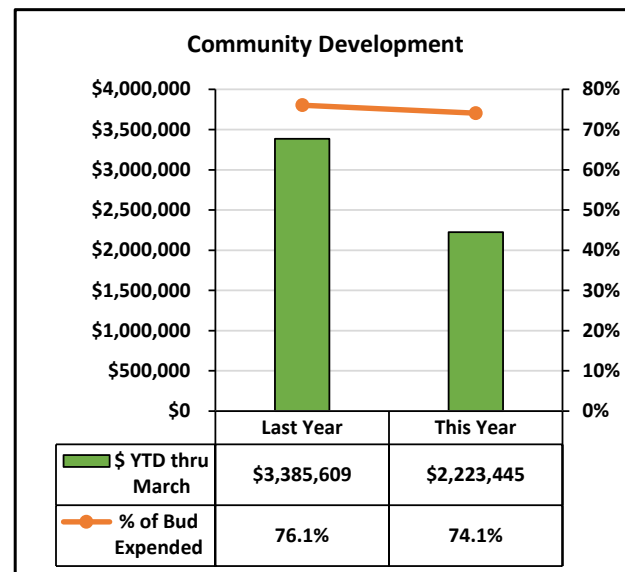
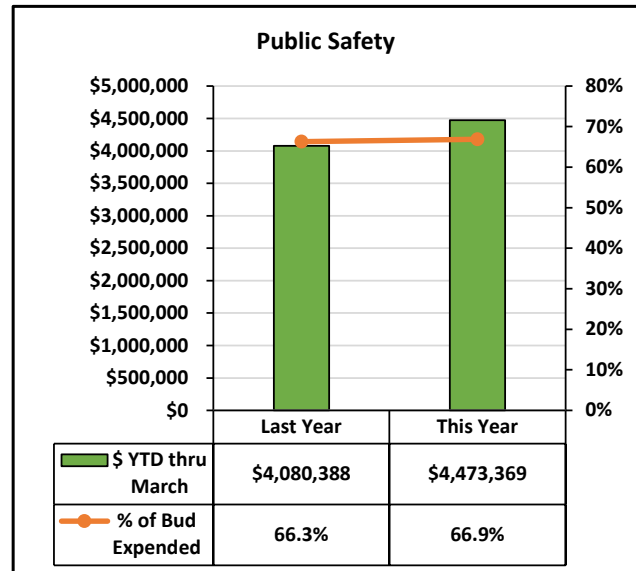
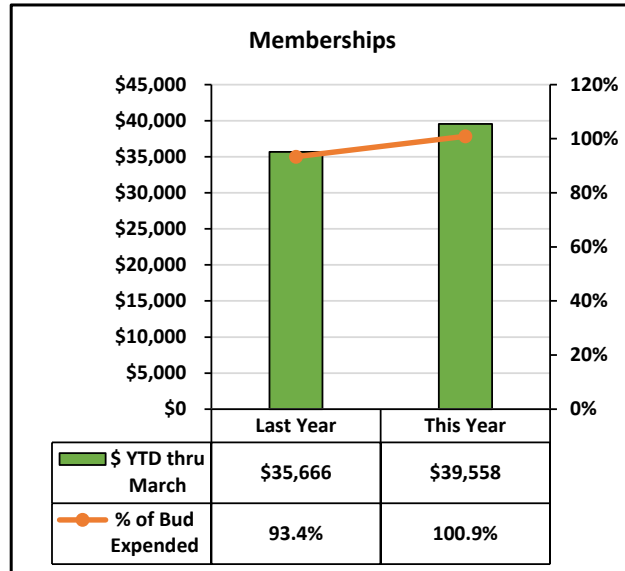
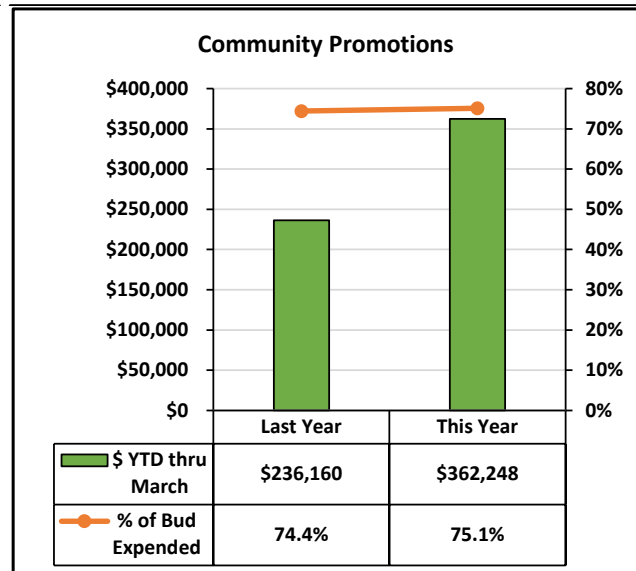
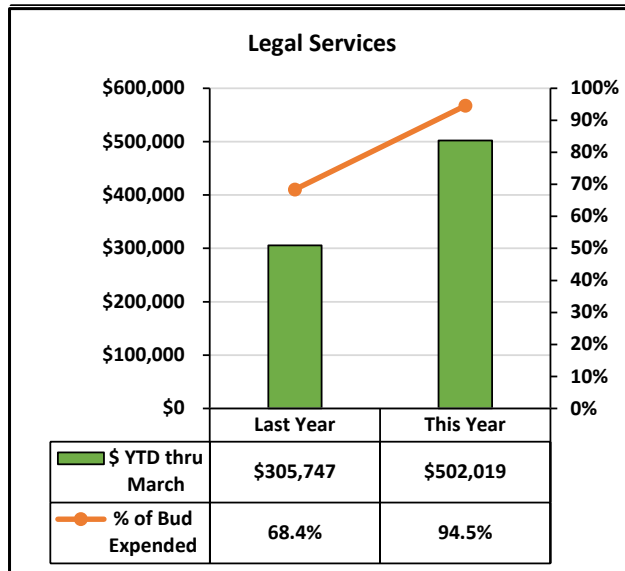
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



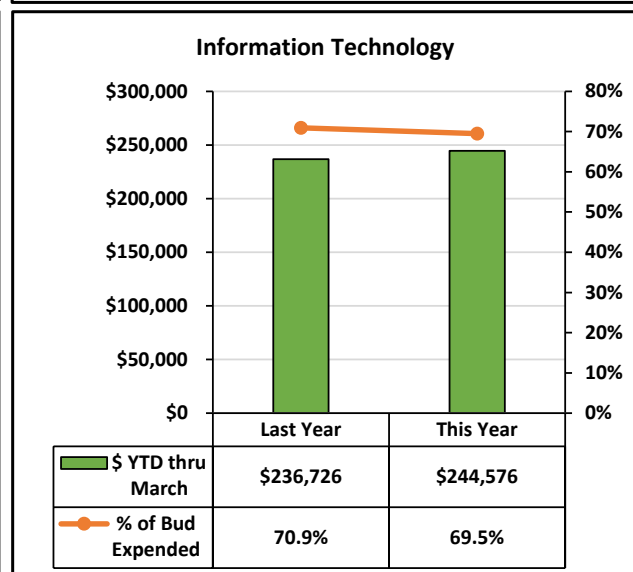
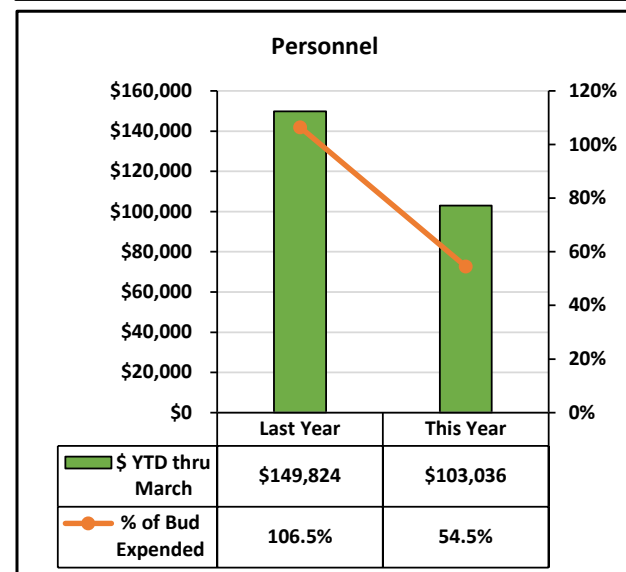
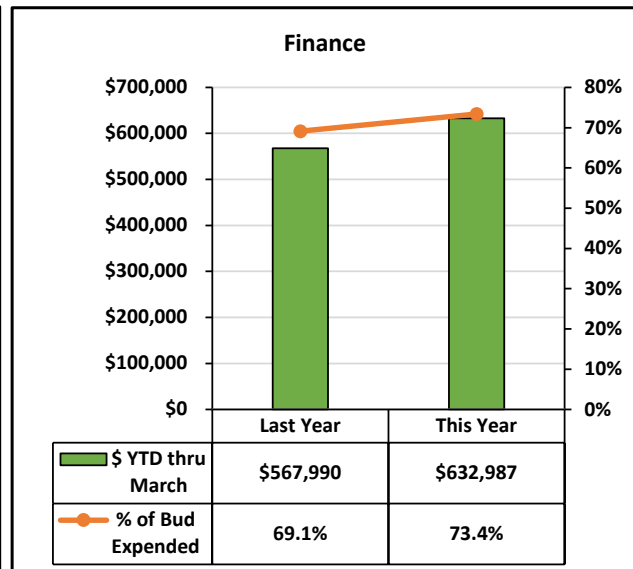
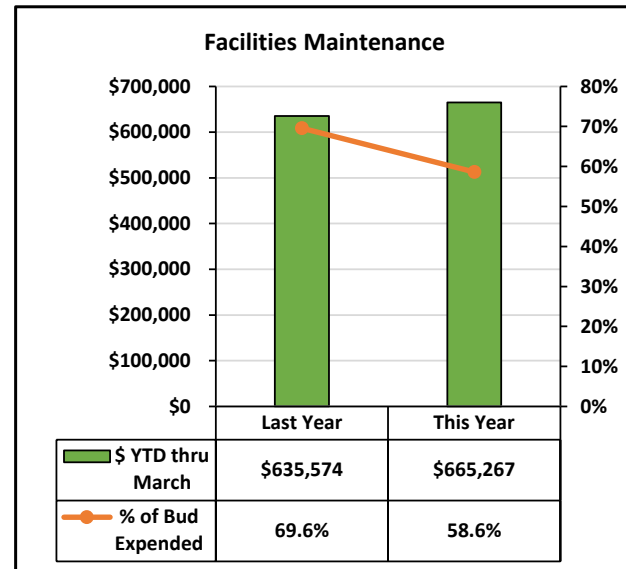
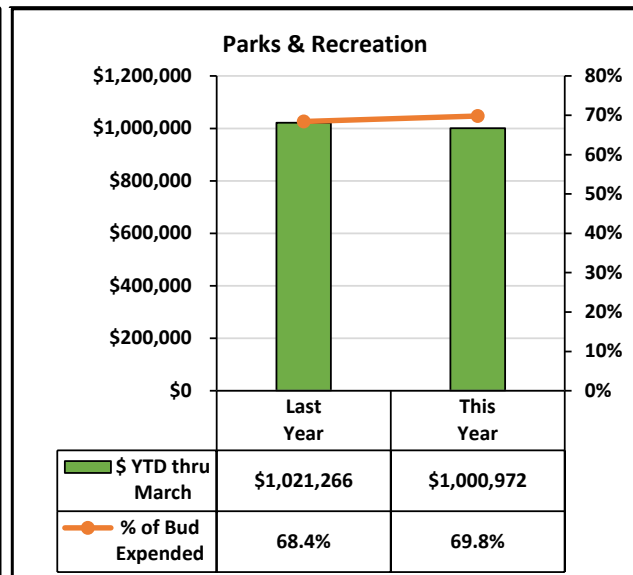
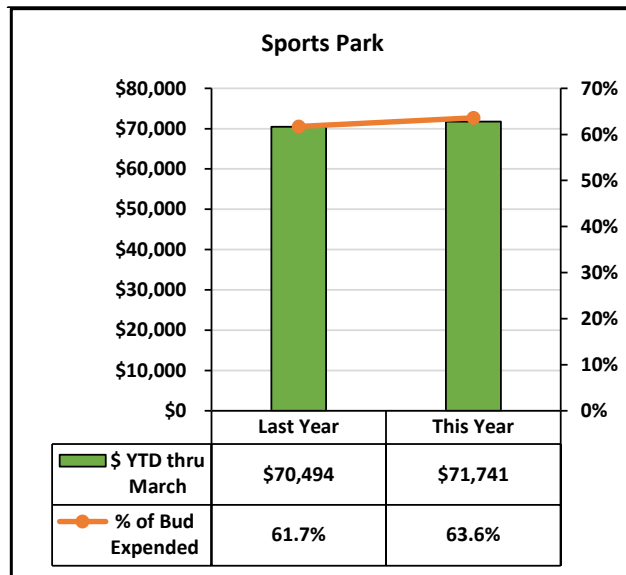
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



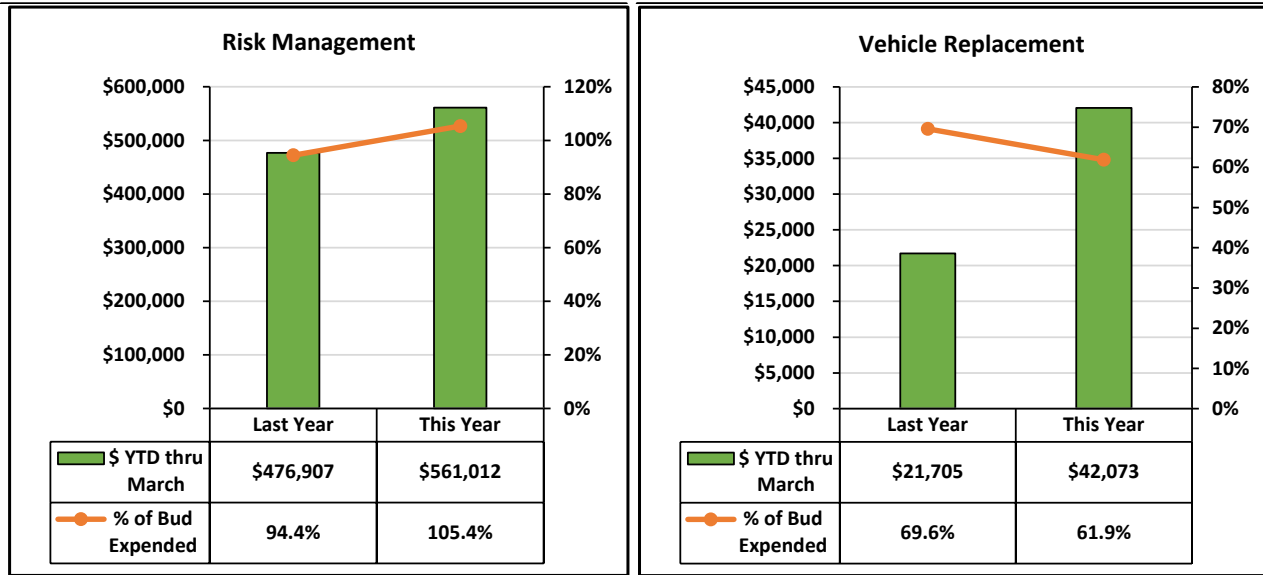
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



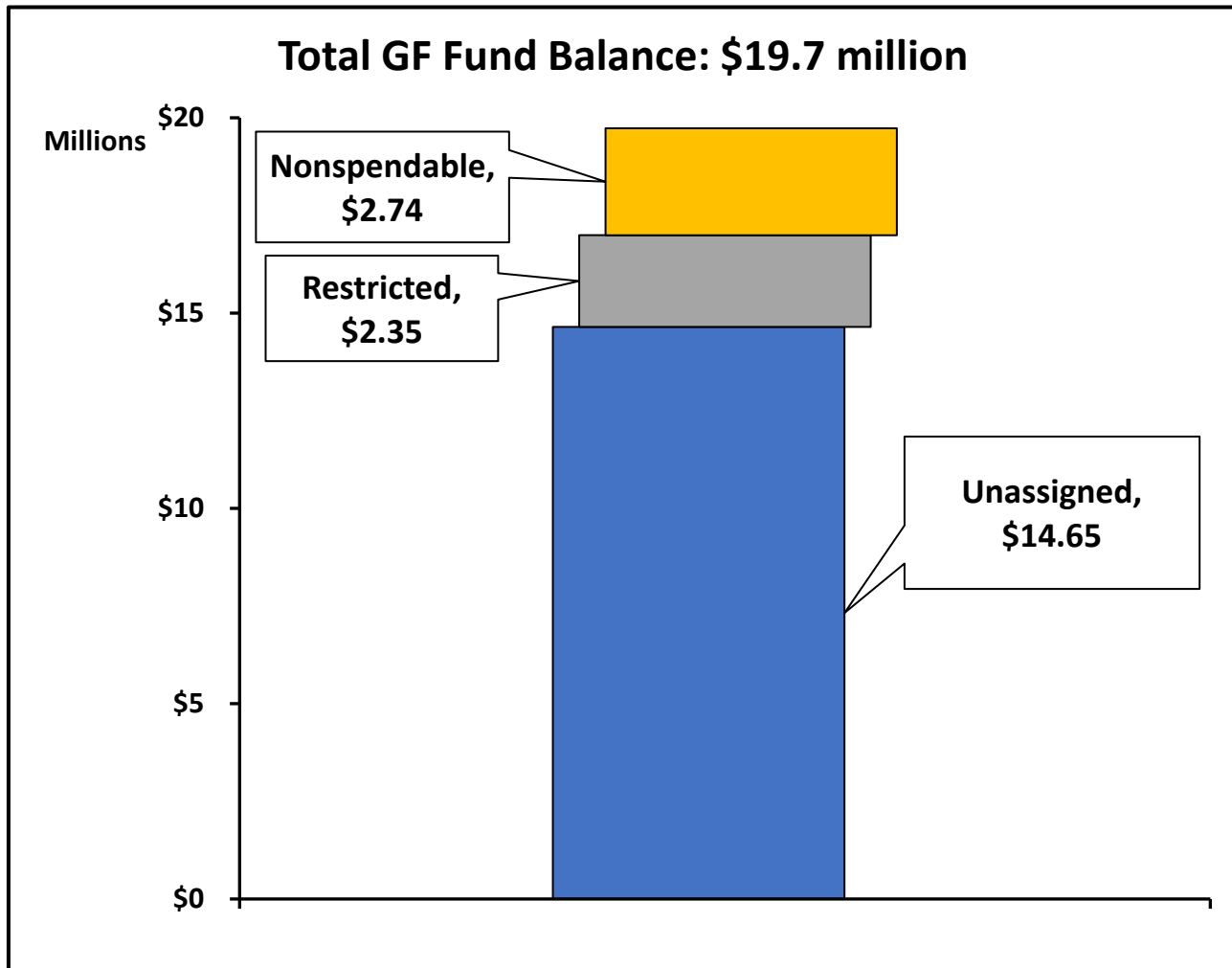
CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2021-22 Year-to-Date Through March

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	14,961,933	0	13,565,672	269,348	1,126,913	20,861,020
220	Gas Tax	2,095,465	347,673	0	370,777	0	(23,103)	2,072,362
225	SB1/RMRA	546,342	248,839	0	0	0	248,839	795,181
240	Lghtng & Lndscpng	105,278	581,377	0	721,552	0	(140,175)	(34,897)
260	CDBG	(36)	3,658	0	3,950	0	(292)	(328)
270	PAEG	36,139	16,371	0	13,950	0	2,421	38,560
290	Supp Law Enfrcmnt	0	161,307	0	103,375	0	57,932	57,932
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	13,619	0	11,249	0	2,370	132,522
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	40	0	0	0	40	67,573
440	Prop A	825,277	448,706	0	312,661	0	136,045	961,322
460	Prop C	182,526	340,334	0	252,840	0	87,494	270,020
470	Mea R	1,071,493	255,830	0	0	0	255,830	1,327,323
475	Mea M	339,987	288,985	0	48,500	0	240,485	580,472
490	Mea W	50,454	25	0	25,591	0	(25,565)	24,889
520	Town Cntr Debt Serv	262,101	89	0	151,030	0	(150,941)	111,160
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	309	0	0	0	309	528,025
620	Community Impr	776,404	321,045	48,511	266,107	0	103,449	879,853
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	1,422	0	21,819	0	(20,396)	1,999,261
681	Fmr RDA L/M Hsg	4,055,055	1,855	1,200,000	8,578	0	1,193,277	5,248,332
Total - All Funds		32,826,845	17,993,418	1,469,348	16,098,486	269,348	3,094,932	35,921,777

CITY OF DUARTE

Components of Fund Balance in the General Fund as of 7/1/2021



"Nonspendable" Fund Balance: \$2.74 million: "Nonspendable" fund balance consists of assets that are inherently unspendable in their current form. All of Duarte's \$2.74 million in nonspendable assets consist of the book value of land held for resale.

"Restricted" Fund Balance: \$2.35 million: Consists of amounts with externally enforceable legal restrictions on the use of the funds. Of the City's restricted funds, the largest portion - over \$2.1 million - may only be used to enhance economic development within the Town Center Specific Plan area.

"Unassigned" Fund Balance: \$14.65 million: This category of fund balance is generally synonymous with the City's discretionary General Fund reserves. These funds may be used for any legitimate governmental expense.

CITY OF DUARTE
Capital Improvement Program (CIP) Project Budget-to-Actual Status
FY 2021-22 Year-to-Date Through March

Project Name	21-22 Budget	YTD Expenses	% of Budget Expended
Streets and Roads			
Annual Street Rehabilitation Project (incl PS&E)	661,480	411,705	62%
Mea. M Multi-Year Sbrgnl Plan (1st/Last Mile & Strts)	648,342	66,372	10%
Duarte Road Sidewalk and Pedestrian Lighting	467,300	461,456	99%
Highland and Huntington Traffic Signal Upgrades	360,000	21,900	6%
Buena Vista/Central/Evergreen Traffic Signal Imp	300,000	0	0%
ATP Cycle 4	247,000	136,490	55%
Annual Concrete Repair Project	150,000	0	0%
Towncenter Sidewalk Improvments	125,000	12,310	10%
Annual Striping Project	50,000	0	0%
Annual Trench Repair Project	40,000	0	0%
Huntington Drive PS&E And Traffic Study	40,000	0	0%
Subtotal - Streets and Roads	3,089,122	1,110,233	
NPDES			
CPS/ ARS Catch Basin Unit Installation - LA County	110,000	0	0%
CPS/ ARS Catch Basin Unit Installation - Citywide	80,000	60,277	75%
Coordinated Integrated Monitoring Program	70,989	0	0%
Subtotal - NPDES	260,989	60,277	
Municipal Buildings, Grounds, Parks & Trails			
Duarte City Hall Courtyard Improvement Project	650,000	121,956	19%
South Yard Fencing	262,000	0	0%
Duarte Park Playground Equipment	211,000	0	0%
Civic Center Paint/Fascia Project	120,000	0	0%
Electronic Sign Upgrades	100,000	0	0%
City Hall Interior Counter Tops ADA Compliance	85,000	0	0%
Subtotal - Muni Bldgs, Grounds, Parks & Trails	1,428,000	121,956	
TOTAL - ALL CIP PROJECTS	4,778,111	1,292,466	

CITY OF DUARTE

MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF DUARTE, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, APRIL 12, 2022 – 7:00 PM

REGULAR MEETING

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 7:07 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Schulz, Truong, Garcia, Paras-Caracci, Finlay
Councilmembers Absent: None
Staff Present: Daniel Jordan, City Manager
Thai Viet Phan, Assistant City Attorney
Kristen Peterson, Assistant City Manager / Director of
Administrative Services
Craig Hensley, Director Community Development
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Marvin Carpio, Assistant Civil Engineer
Stephanie Sandoval, Public Works Manager
Annette Juarez, City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Los Angeles County Assessor Jeff Prang.

3. ADOPTION OF THE AGENDA

Moved by Councilmember Kang, seconded by Councilmember Truong, and carried by the following vote of the Council to approve the adoption of the agenda.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

4. SPECIAL ITEMS

A. Presentation by Los Angeles County Assessor Prang regarding Los Angeles County Assessor Programs for Homeowners

Los Angeles County Assessor Prang gave a presentation on the Homeowners' Exemption Program, property tax relief due to misfortune or calamity, and Proposition 19 benefits.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library programs and events.

Assistant to the City Manager Rocha announced upcoming City events.

Director of Community Development Hensley introduced Marvin Carpio, Assistant Civil Engineer and Stephanie Sandoval, Public Works Manager.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez addressed the Council to announce that the owners of A & P Donuts will be participating in the Boston Marathon.

Lino Paras addressed the Council to commend the participants of the Fashion Show.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)
- B. Approval of absence(s) of City Council member(s) from the City Council meeting.
- C. Approval of minutes – March 22, 2022 Regular Meeting and April 4, 2022 Special Meeting. (CC/HA/SA/FA)
- D. Approval of warrants – April 12, 2022. (CC/HA/SA/FA)
- E. Receive and File the Parks and Recreation Department Status Report for April 2022.
- F. Removed from the Consent Calendar for discussion.
- G. Approval of the 2021 Housing Element Annual Progress Report for filing with the California Department of Housing and Community Development.
- H. Second reading and adoption of Ordinance No. 908 regarding Municipal Code Amendment 22-02 repealing Chapter 19.30 “Inclusionary Housing” and modifying Chapter 19.10 “Residential Zones” and Chapter 19.160 “Definitions” within Title 19 “Development Code” of the City of Duarte Municipal Code.
- I. Approval of a proclamation proclaiming April 2022 as Donate Life Month.
- J. Removed from the Consent Calendar for discussion.

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Truong, and carried by unanimous vote to approve Items A-E and G-I of the Consent Calendar.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

(7.F.) Receive and File the Community Development Department Status Report for April 2022.

Director of Community Development Hensley responded to questions regarding the placement of trees at the Santo Domingo Project.

(7.J.) Payment authorization to the City’s insurance provider, the California Joint Powers Insurance Authority, for a confidential settlement agreement with a former City employee; and approval of a General Fund budget amendment.

Mayor Finlay expressed her opinion on the Item and stated various projects that the funds for the settlement could be allocated to.

Moved by Councilmember Garcia, seconded by Councilmember Truong, and carried by unanimous vote to approve Items 7F and 7J of the Consent Calendar.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

9. BUSINESS ITEMS

- A. Salary increase adjusting the hourly rate schedule for part time Community service and Animal Control Officers; adoption of Resolution No. 22-14 approving a revised Citywide Salary and Pay Schedule effective April 17, 2022; and approval of a budget amendment in the amount of \$9,000

Director of Public Safety Villalobos presented the Staff Report and expressed the need for the City of Duarte to remain competitive with other cities in order to recruit additional Code Enforcement Staff.

Moved by Councilmember Schulz, seconded by Councilmember Kang, and carried by unanimous vote to adopt Resolution No. 22-14 approving a revised Citywide Salary and Pay Schedule effective April 17, 2022; and approving a budget amendment in the amount of \$9,000 to account number 1205-7003.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

- B. Agreement with Pyro Spectaculars for Production of 2022 Independence Day Celebration Fireworks Show in the amount of \$26,000; and approval of budget amendment of \$6,000 from the General Fund

Director of Parks and Recreation Enriquez presented the Staff Report stating that due to increased costs as a result of the COVID-19 pandemic, the contract for this year's firework show is \$3,000 more than anticipated; he provided details of what is included in the contract; and recommended that the City Council approve a budget amendment of \$6,000 to cover the increased cost of the contract as well as any other cost increases for the event.

He responded to questions posed by the Council regarding whether Target Corporation has been contacted regarding a donation.

Moved by Councilmember Schulz, seconded by Councilmember Lewis, and carried by unanimous vote to authorize the City Manager to execute the agreement with Pyro Spectaculars in the amount of \$26,000 to produce the fireworks display at the City's Independence Day Celebration Fireworks Show on July 3, 2022; and approve a budget amendment in the amount of \$6,000 from the General Fund.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

- C. Project proposal request for federal funding through the Fiscal Year 2023 Appropriations process

City Manager Jordan presented the item stating that a single high priority project may be submitted to the office of Congresswoman Grace Napolitano for funding through the federal fiscal year 2023 appropriations process and that April 15 is the submission deadline; he recommended that the Council authorize Staff to submit a proposal to fund the City's Donald and Bernice Watson Greenbelt Trail Improvement Project in the amount of \$1.6 million in federal funds with a City

pledge of 10% (\$160K) in matching funds; and he stated the basis for the recommendation made by Staff.

He responded to questions posed by the Council regarding the recreation trail and the inclusion of the Fish Canyon Trail.

Moved by Councilmember Schulz, seconded by Mayor Pro-Tem Paras-Caracci and carried by unanimous vote of the Council to authorize Staff to submit a proposal to fund the City's Donald and Bernice Watson Greenbelt Trail Improvement Project in the amount of \$1.6 million in federal funds with a City pledge of 10% (\$160K) in matching funds.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI, FINLAY
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

D. Second reading and adoption of Ordinance No. 909 amending Chapter 2.02 of the Duarte Municipal Code regarding by-district Elections and Adopting a New City Council Electoral District Map

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Garcia and carried by the following vote of the Council to adopt Ordinance No. 909 amending Chapter 2.02 of the Duarte Municipal Code regarding by-district elections and adopting a new City Council electoral district map.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, PARAS-CARACCI
NOES: FINLAY
ABSTAIN: NONE
ABSENT: NONE

13. CONTINUATION OF ORAL COMMUNICATIONS

None.

**14. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY/
FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE
DIRECTOR**

Director of Public Safety Villalobos announced that City Manager Jordan, Councilmember Schulz, and himself met with District Attorney Gascon to discuss ways that the District Attorney's Office and the City could work together, specifically with habitual offenders; and stated that Silver & Wright will be assisting the City with the prosecution of the Duarte Municipal Code.

Mayor Pro-Tem Paras-Caracci welcomed the two new employees to the City; suggested that all new employees be introduced to the City Council; announced that her son Jack Caracci participated in the Fashion Show; and thanked Marilyn Mays, Parks & Recreation Staff, and Macys for the work they put into the event. She requested that, Ryan Hsu, new Duarte resident introduce himself to the Council.

Councilmember Truong thanked Director of Public Safety Villalobos for his assistance with getting the wall at the 605 Freeway onramp repaired; and thanked Staff for their work.

Councilmember Schulz thanked new resident Ryan Hsu for his interest in getting involved in the community; and thanked Director of Public Safety Villalobos for organizing the meeting with District Attorney Gascon and gave an update on the meeting.

Councilmember Garcia welcomed Marvin and Stephanie to the City of Duarte; expressed his appreciation of the Fashion Show; encouraged everyone to attend the Eggfest Event; thanked the Wild Stylez Dance Competition sponsors; and announced that the ribbon cutting at Heemo Sushi just took place.

Councilmember Lewis welcomed Marvin and Stephanie to the City; welcomed new resident Ryan to the community; and expressed his sentiments regarding the passing of his friend Felicia Merrill, Los Angeles County Fire Department Executive Secretary and requested that her family in prayer.

Mayor Finlay expressed sentiments about Oscar Bullock, Stephen Baker, and Dr. Art Riggs; and offered condolences to their families.

15. ADJOURNMENT

At 8:25 p.m. the City Council adjourned the meeting in memory of Art Riggs, Stephen R. Baker, Oscar Bullock, and Felicia Merrill.

Margaret Finlay, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-4408	DUARTE UNIFIED SCHOOL DISTR..	Nextel Lease 1/2022	217284	250004 - Property Rent - Nextel...	1,850.51
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	2018		40.50
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	2018		92.58
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	2018		58.84
100-1610-7652	AVIDEX INDUSTRIES LLC	Community Center Service Call	217283		405.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	2018		100.47
100-1015-7686	RUTAN & TUCKER LLP	Land Holding Litigation 11/2021	2012		900.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 12/2021	2012		300.00
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain 1/2022	2012		459.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	2018		93.69
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Center HVAC Repair	217288		1,383.84
100-1605-7750	INLAND EMPIRE STAGES LTC	Adult Excursion Transportation 2/10/2022	217318		763.98
100-1610-7652	JOSEPH A MARTINEZ	FC Office/ Counter Carpet	2005		2,875.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Facility Repairs/Safety Supplies	BD22-0728		97.00
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool Chemical Boost Pump New Motor	217298		1,188.89
100-1610-7652	CALIBER COMMERCIAL POOL S...	Labor	217298		1,360.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	CSO N. Sanchez Uniforms	2022		315.28
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	BD22-0728		105.58
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 1/2022	2012		9,591.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2022	2012		14,054.40
100-1825-7626	MERARI AQUINO	1307 Bloomdale Overnight Postage Reimbursement	1972		70.10
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	BD22-0728		28.87
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	BD22-0728		81.22
100-1205-7980	HOME DEPOT CREDIT SERVICES	Local Harvest Equipment	BD22-0728		223.73
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts/Supplies	BD22-0728		105.42
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		555.00
100-1205-7761	DATA TICKET INC	Admin Citation Processing 2/2022	1987		242.77
100-1605-7735	CAPITAL ONE	TC Basketball Tournament	BD22-0733		126.38

Council Warrant Register By Account

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7735	CAPITAL ONE	TC Basketball Tournament	BD22-0733		114.00
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	BD22-0707		97.85
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	BD22-0728		178.64
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	BD22-0728		183.69
100-1605-7733	CAPITAL ONE	SC St Patricks/Easter Supplies	BD22-0733		173.11
100-1605-7730	CAPITAL ONE	Easter Eggfest Candy 2022	BD22-0733		219.56
100-1605-7733	RALPHS GROCERY COMPANY	SC St. Patrick's Day Supplies	217328		37.10
100-1605-7730	RALPHS GROCERY COMPANY	Gift Card for Cesar Chavez Speaker 3/26/22	217328		75.00
100-1610-7618	SMART & FINAL	Senior Center Coffee Supplies	2015		16.99
100-1015-7686	CALIFORNIA JOINT POWERS IN...	Liability Claim Settlement	1973		150,000.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 3/2022	2028		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 3/2022	2028		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 3/2022	2028		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 3/2022	2028		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 3/2022	2028		65.40
100-1605-7758	PYRO SPECTACULARS INC	Deposit- July 3rd Independance Day Event	217327		13,000.00
100-1610-7652	JOSEPH A MARTINEZ	Senior Center Floor Repairs	2005		800.00
100-1610-7616	AMERICAN RED CROSS	CPR/AED Instructor Kit	217292		1,536.63
100-1610-7616	AMERICAN RED CROSS	Face Shield and Lung Bag	217292		97.80
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	217315		558.75
100-1205-7762	CALE AMERICA INC	WTP Fees 3/2022	1980		259.85
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 51 of 60	BD22-0705		1,340.10
100-1605-7735	SMART & FINAL	TC Snack Bar	2015		66.91
100-1610-7652	AIR-TRO INC	Duarte Park HVAC Routine Call	217289		136.00
100-1610-7652	AIR-TRO INC	Yard HVAC Routine Call	217289		136.00
100-1610-7618	SMART & FINAL	Janitorial Supplies	2015		27.82
100-1610-7618	SMART & FINAL	SC Coffee Supplies	2015		27.99
100-1605-7733	SMART & FINAL	SC National Cocktail Social Supplies	2015		74.57
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 3/6/22- 3/19/22	1976		5,077.80
100-1410-7650	WEX BANK	Fuel-Field Srvcs CNG 2/1/22 - 2/28/22	BD22-0710		44.49
100-1610-7618	MAINTEX INC	Janitorial Supplies	2004		255.84
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement PS&E 2/2022	217330	202102-Cap Improv-CH CDBG ...	520.00
100-1610-7652	CHARLES R SIMPSON	Gate/Fence Repair from Car Crash	217335		1,785.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Yard 3/2022	2028		145.00
100-1405-7650	CITY OF MONROVIA	Fuel- Community Development 2/2022	217324		79.24
100-1610-7650	CITY OF MONROVIA	Fuel- Facility Maintenance 2/2022	217324		486.82
100-1410-7650	CITY OF MONROVIA	Fuel- Field Services 2/2022	217324		1,418.59
100-1605-7650	CITY OF MONROVIA	Fuel- Parks & Rec 2/2022	217324		139.46
100-1205-7650	CITY OF MONROVIA	Fuel- Public Safety 2/2022	217324		690.59
100-1205-7781	CITY OF MONROVIA	Fuel- Sheriff's Dept 2/2022	217324		5,659.57
100-1205-7610	U.S. BANK	Mtg with Captain Reyes 3/15/22 (Spices Thai Food)	2025		42.28
100-1205-7610	U.S. BANK	Mtg w/ Sergeant Fiedler 3/7/22 (The Habit Burger)	2025		19.81
100-1205-7610	U.S. BANK	Outdoor Grant Submission Mtg 3/2/22 (Sushi Fire)	2025		50.18
100-1205-7614	U.S. BANK	Office Supplies (Target)	2025		75.00

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	Office Help 3/3/22 (Starbucks)	2025		28.55
100-1205-7779	U.S. BANK	Youth Outreach Incentives 3/15/22 (LOOK Cinemas)	2025		300.00
100-1205-7779	U.S. BANK	Bingo Night Prizes (Starbucks)	2025		60.00
100-1205-7779	U.S. BANK	DART Bingo Night Event 3/18/22 (Target)	2025		85.00
100-1205-7779	U.S. BANK	DART/A-Team Play Ticket (APU)	2025		320.00
100-1205-7779	U.S. BANK	DART Bingo Night Event 3/18/22 (Canes)	2025		118.71
100-1205-7779	U.S. BANK	Dart Event 3/15/22 (Starbucks)	2025		38.40
100-1205-7980	U.S. BANK	Adobe Acrobat Pro 3/1/2022- 3/31/2022	2025		14.99
100-1205-7980	U.S. BANK	Art Night Lunch 3/4/22 (Little Caesars Pizza)	2025	202211/1205-7980-Live Scan/A...	35.25
100-1205-7980	U.S. BANK	Water for Massage Sting (Target)	2025		13.17
100-1205-7980	U.S. BANK	Food for Massage Sting (Tropicana Market)	2025		203.50
100-1205-7980	U.S. BANK	Game Night 2/25/22 (Ramen Yukinoya)	2025	202211/1205-7980-Live Scan/A...	122.63
100-1205-7980	U.S. BANK	Office Help Lunch 3/22/22 (Wing Stop)	2025	202211/1205-7980-Live Scan/A...	40.78
100-1205-7980	U.S. BANK	Coffee with a Deputy 3/16/22 (Starbucks)	2025		63.65
100-1205-7980	U.S. BANK	Local Harvest Help 3/18/22 (Sonic Drive-In)	2025	202211/1205-7980-Live Scan/A...	18.94
100-1205-7980	U.S. BANK	Office Help Dinner 3/16/22 (Wing Stop)	2025	202211/1205-7980-Live Scan/A...	50.80
100-1205-7980	U.S. BANK	Game Night 2/25/22 (Half & Half Tea House)	2025	202211/1205-7980-Live Scan/A...	46.56
100-1205-7980	U.S. BANK	Office Work Lunch 3/2/22 (In-N- Out)	2025	202211/1205-7980-Live Scan/A...	32.14
100-1405-7610	U.S. BANK	Craig Hensley Meeting 3/15/22 (Coffee Bean)	1974		8.85
100-1405-7610	U.S. BANK	Lunch for Interview Panel 3/14/22 (Mikomi)	1974		99.18
100-1405-7612	U.S. BANK	Public Work Plans for Const Bk (BNi Building News)	1974		258.26
100-1405-7613	U.S. BANK	Lg Data File Transfer (Hightail)	1974		15.99
100-1405-7614	U.S. BANK	Ergonomic Keyboard (Amazon)	1974		66.14
100-1405-7614	U.S. BANK	Standing Desk Converter (Amazon)	1974		148.83
100-1410-7610	U.S. BANK	Gerard Batista Training Seminar (PAPA)	1974		100.00
100-1410-7610	U.S. BANK	Gerard Batista March Training & Lunch (MSA)	1974		25.88
100-1410-7610	U.S. BANK	Lamberto Flores/Sean McBride Training (PAPA)	1974		200.00
100-1410-7610	U.S. BANK	Gerard & Nohemi April Training & Lunch (MSA)	1974		93.15
100-1005-7980	U.S. BANK	DashPass 3/5/2022- 4/5/2022	1974		9.99
100-1010-7610	U.S. BANK	Victoria Rocha March 2022 CCCA Meeting	1974		40.00
100-1010-7612	U.S. BANK	Pasadena Star News- Subscription	1974		18.00
100-1010-7980	U.S. BANK	City Council Dinner 3/22/22 (DoorDash)	1974		61.41
100-1010-7980	U.S. BANK	Lunch for New Wesbite Training (The Habit)	1974		73.31
100-1010-7980	U.S. BANK	City Council Beverages 3/22/22 (DoorDash)	1974		30.66
100-1010-7980	U.S. BANK	City Council Dinner 3/22/22 (GrubHub)	1974		24.13
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	1974		9.99

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100-1020-7712	U.S. BANK	Hootsuite 3/2/2022-4/1/2022	1974		75.00
100-1205-7610	U.S. BANK	Brian Villalobos March 2022	1974		40.00
100-1020-7726	U.S. BANK	CCCA Meeting			
		Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	2026		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	2026		101.94
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 3/12/22 - 4/11/22	2026		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 3/12/22 - 4/11/22	2026		9.00
100-1805-7612	U.S. BANK	SGV Tribune 13 Week Online Subscription	2026		0.99
100-1805-7980	U.S. BANK	Microsoft 365 2/27/22 - 3/26/22	2026		12.00
100-1805-7980	U.S. BANK	K Petersen Breakfast w/CC Member (Peach Cafe)	2026		46.14
100-1805-7980	U.S. BANK	K Petersen Lunch Mtg w/CC/Staff (Peach Cafe)	2026		61.98
100-1805-7980	U.S. BANK	Staff Meeting 3/10/22 (T Burgers)	2026		78.99
100-1805-7980	U.S. BANK	Kristen Petersen Lunch w/CC Member (Starbucks)	2026		23.45
100-1810-7610	U.S. BANK	Kristen Petersen HR Academy 4/2022 (JPIA)	2026		375.00
100-1810-7980	U.S. BANK	Flowers for Staff in Hospital (Health Care Floral)	2026		75.53
100-1815-7632	U.S. BANK	Creative Cloud 3/3/22 - 3/12/22 (Adobe)	2026		11.29
100-1815-7632	U.S. BANK	accessduarte.com Auto Renewal Protection (Network)	2026		9.99
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	2026		504.83
100-1815-7632	U.S. BANK	Finance Webinar 3/7/22 - 4/6/22 (Zoom)	2026		80.00
100-1815-7830	U.S. BANK	Vonage-SC Elevator 911 2/10/22 - 3/9/22	2026		23.02
100-1605-7610	U.S. BANK	Alberto Castaneda-Salazar CPRS Airfare (Southwest)	1974		255.96
100-1605-7614	U.S. BANK	FC Webcam Stand (Amazon)	1974		18.18
100-1605-7693	U.S. BANK	Mayor's Youth Council Dinner (Wingstop)	1974		157.81
100-1605-7730	U.S. BANK	Citywide Easter Eggfest Event Candy (Costco)	1974		119.92
100-1605-7730	U.S. BANK	Cesar Chavez & Dog Park Mtg Water (Instacart)	1974		27.40
100-1605-7730	U.S. BANK	Candy for Easter Egg Hunt (Sam's Club)	1974		342.42
100-1605-7730	U.S. BANK	COVID Test Kits (CVS Pharmacy)	1974		154.30
100-1605-7733	U.S. BANK	SC Softball Opening Day Supplies (Amazon)	1974		112.97
100-1605-7733	U.S. BANK	SC Roku (Amazon)	1974		26.46
100-1605-7733	U.S. BANK	Senior Softball Opening Day Refreshments (Costco)	1974		96.07
100-1605-7735	U.S. BANK	TC Pizza (Little Caesars)	1974		33.02
100-1605-7735	U.S. BANK	TC Gift Cards for Special Event (Target)	1974		113.00
100-1605-7735	U.S. BANK	TC T-Shirts and Face Covers (Amazon)	1974		26.33
100-1605-7737	U.S. BANK	Los Angeles Dodgers Trip Deposit (Dodger Stadium)	1974		488.00
100-1605-7737	U.S. BANK	Senior Travel Lunch 3/9/22 (Subway)	1974		211.33
100-1605-7740	U.S. BANK	Art Supplies (Amazon)	1974		7.71

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100-1605-7740	U.S. BANK	Day Camp Supplies (Amazon)	1974		340.40
100-1605-7745	U.S. BANK	Boxing Equipment (Title Boxing)	1974		1,569.44
100-1605-7980	U.S. BANK	Ice Cream- Staff Recognition (Baskin Robbins)	1974		30.97
100-1610-7618	U.S. BANK	Council Meeting Beverages (Instacart)	1974		41.60
100-1610-7618	U.S. BANK	Chemical Test Kit Tablets (SCP Distributors)	1974		248.22
100-1810-7611	U.S. BANK	CPR Training Bagels for Staff (Goldstein's)	1974		120.81
100-1810-7611	U.S. BANK	CPR Training Beverages (Instacart)	1974		41.30
100-1810-7611	U.S. BANK	CPR Training Beverages (Ralphs)	1974		37.43
100-1810-7611	U.S. BANK	CPR Training Supplies (Smart & Final)	1974		20.39
100-1810-7611	U.S. BANK	CPR Training Lunch (Corner Bakery)	1974		586.09
100-1610-7618	GRAINGER	City Hall Door Hardware	1994		730.36
100-1205-7761	DATA TICKET INC	Parking Citation Processing 2/2022	1987		2,335.40
100-1010-7980	SHAFFER AWARDS	City of Duarte Tile Plaque	217334		100.99
100-1610-7618	SMART & FINAL	Janitorial Supplies	2015		174.40
100-1205-7760	CITY OF WEST COVINA	5 Cities Grant- Cash Match	217302		27,700.13
100-1410-7650	AUTOZONE	Field Services Wipers	217294		119.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1984		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1984		8.20
100-1015-7686	RUTAN & TUCKER LLP	1521 Huntington Project 2/2022	2012		1,585.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 2/2022	217330		760.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineering 2/2022	217330		2,440.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 2/2022	217330		1,360.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 PS&E Engineering 2/2022	217330		2,065.00
100-1405-7969	RKA CONSULTING GROUP	LLD Engineering Services 2/2022	217330		253.75
100-1410-7650	HUNTINGTON TIRE & AUTO CE...	Vehicle #12 Tires	1996		491.60
100-1605-7735	FSP DESIGNS	TC Staff Shirts	1991		196.04
100-1605-7740	PARTY PRONTO INC	Spring Day Camp Inflatable	217325		300.00
100-1010-7612	MUNICIPAL CODE CORPORATI...	Municipal Code Supplements	2007		1,168.63
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 3/2022	217298		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	217298		184.67
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	217312	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	NATHAN HA	DUSD Tutoring Program	217317	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	EDNA ALVAREZ	DUSD Tutoring Program	217290	202211/1205-7980-Live Scan/A...	100.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 3/2022	2029		1,100.00
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 3/2022	2017		1,751.64
100-1405-7975	ARCHITECTURAL DESIGN & SIG...	Design for Route 66 Historic Sign	217293		3,500.00
100-1205-7760	FOOTHILL UNITY CENTER	Homeless Outreach Program Hygiene Q1 2022	217313	202115-Outreach-Homeless Ser...	558.12
100-1605-7730	SMART & FINAL	Underwater Egg Hunt Candy	2015		144.88
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 3/2022	1985	202211/1205-7980-Live Scan/A...	46.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 3/2022	1985		69.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 5/2022	2020		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 5/2022	2020		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan v/VELO Cloud Connect 5/2022	2020		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 5/2022	2020		553.00

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100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maintenance (3 Mo)	217288		1,001.50
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr/Senior Ctr HVAC Maintenance (3 Mo)	217288		3,296.75
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 4/2022	217332		5,166.67
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 3/1/2022-3/31/2022	2021		175.22
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 4/2022	1998		1,673.09
100-1605-7736	JAVIER DJEU TENNIS	Spring 2022 Tennis Instructor Payment	2000		171.50
100-1010-7612	MMASC	Victoria Rocha MMASC Membership	217323		90.00
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 5/1/22 - 5/31/22	2009		169.94
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 4/1/2022 - 5/1/2022	BD22-0729		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 4/1/2022 - 5/1/2022	BD22-0730		299.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH E Circle Rd Improvement 3/2022	1977		6,142.50
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Village Rd TS 3/2022	1977		405.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Traffic Signals 3/2022	1977		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Village Rd N St Improvements 3/2022	1977		2,430.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Infrastructure Realign 3/2022	1977		405.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Pkg Lot G 3//2022	1977		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH On Site Utilities 3/2022	1977		6,682.50
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Esperanza Apts 3/2022	1977		6,750.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	217315		526.31
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 3/2022	217338		2,662.95
100-1610-7618	STAPLES ADVANTAGE	Fitness Center Corkbord	2018		88.19
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Services 3/1/2022-3/31/2022	217297		2,110.00
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 3/1/22 - 3/31/22	BD22-0731		1,013.79
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1984		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1984		8.20
100-1020-7719	CURO MANAGED PRINT PRODU...	SC Volunteer Dinner Invitations	217306		16.54
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 3/2022	1981		96.00
100-1020-7716	THE FRESH GOURMET INC	State of the City Catering	217314		1,550.00
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 1/1/22-3/31/22	1986		27,250.00
100-1805-7653	SECTRAN SECURITY INC	April 2022 Courier Pick-up	2014		312.38
100-1410-7980	DARRELL RAY CARROLL	Padlocks for Citywide Use	217301		128.79
100-1605-7733	J & J SPORTS & TROPHIES	Senior Softball Jerseys	217319		173.37
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	2018		33.31
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	2018		36.86
100-1605-7735	SMART & FINAL	Teen Center Fashion Show	2015		110.75
100-1605-7735	SMART & FINAL	Teen Center Youth Workshop	2015		13.99
100-1205-7779	FSP DESIGNS	A-Team Hoodies/ Uniform	1991		203.75
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/6/2022-4/10/2022	2010		2,205.00
100-1610-7618	DARRELL RAY CARROLL	Key Copies	217301		54.57
100-1605-7739	CURO MANAGED PRINT PRODU...	Eggfest 2022 Cutouts	217306		474.08
100-1010-7980	A1 EVENT & PARTY RENTAL	State of the City Tables/Chairs/Linens Rental	217287		5,602.10

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100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Q4 FY22 Dues	217331		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Q4 FY22 Dues	217331		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Q4 FY22 Dues	217331		240.00
100-2012	AMERICAN HOME IMPROVEME...	P#2021-488 Refund/ Cancelled Job	217291		1.00
100-2013	AMERICAN HOME IMPROVEME...	P#2021-488 Refund/ Cancelled Job	217291		0.70
100-4201	AMERICAN HOME IMPROVEME...	P#2021-488 Refund/ Cancelled Job	217291		587.00
100-1605-7733	BALLET FOLKLORICO INTERNAT...	SC Cinco de Mayo Entertainment	217295		300.00
100-1610-7652	FYREBRINGER STUDIOS INC	Plaque Restoration (Bike Trail Bench)	1992		997.50
100-1020-7719	MANNY TORRES GUZMAN	SC Volunteer Dinner Espresso Bar	217316		800.00
100-1020-7720	COMMUNITY MEDIA OF THE F...	State of the City Video	217303		3,035.00
100-1610-7618	IT'S A GAS INC	Senior Center Helium Tank	1999		372.48
100-1605-7730	SMART & FINAL	Eggfest 2022 Tablecloth and Juice	2015		50.25
100-1605-7739	CURO MANAGED PRINT PRODU...	A Frame/ No Parking Signs	217306		722.81
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/11/2022-4/17/2022	2010		2,835.00
100-1605-7730	MAARA'S JUMPERS	Eggfest 2022 Bouncer	217321		450.00
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217326		113.58
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1984		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1984		8.20
100-1205-7779	CALIFORNIA STATE PARKS -- OFF..	CA State Training- 5 Participants	217299		1,000.00
100-1610-7618	SMART & FINAL	Janitorial Supplies	2015		34.86
100-1605-7741	CHALLENGER TEAMWEAR	Soccer Jerseys	1983		1,938.52
100-1605-7733	SMART & FINAL	Senior Center Spring Egg Hunt Supplies	2015		193.28
100-1605-7980	SMART & FINAL	Dodger Day Supplies	2015		198.27
100-1605-7730	DUARTE RECREATION PETTY CA...	Underwater Egg Hunt Supplies	217309		246.60
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Special Event Supplies	217309		15.16
100-1610-7618	DUARTE RECREATION PETTY CA...	Door Hinges	217309		19.67
100-1610-7618	KULLY SUPPLY INC	Drinking Fountain Parts	2002		141.60
100-1610-7618	SMART & FINAL	Senior Center Coffee Supplies	2015		109.36
100-1610-7618	MAINTEX INC	Janitorial Supplies	2004		39.36
100-2121	ARMSTRONG & WALKER LAND...	Landscape Plan Ck-Solana (Duarte Station Apts)	1978	202212-Pass Thru Dep-Solana ...	2,860.00
100-2122	STEVEN HART	Business License Overpayment/Refund	217285		4.00
100-4004	STEVEN HART	Business License Overpayment/Refund (Penalties)	217285		28.40
100-4004	STEVEN HART	Business License Overpayment/Refund	217285		142.00
100-4801	BARBARA REAP	Pickleball Refund	217329		40.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	PS Firewall Port V-02 Support	2020		187.50
100-4816	MARIA ZUNIGA	Senior Center Refund	217340		40.00
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	1993		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	1990		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	2024		75.00
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	2013		75.00
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	2008		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	2001		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	2003		75.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	217296		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	1989		435.00

Council Warrant Register By Account

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	217320		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	1988		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	1982		566.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	2019		566.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	1995		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	1979		218.00
100-1005-7646	DUARTE WOMEN'S CLUB	Tzeitel Paras-Caracci 2022 Membership	217311		30.00
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 3/2022	217337		6,579.02
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	217308		120.00
100-2120	WENDY CAMACHO	CC Rental Deposit Refund	217300		500.00
100-4408	DUARTE UNIFIED SCHOOL DISTR..	SBA/Nextel Lease 4/2022	217310	250004 - Property Rent - Nextel...	1,850.51
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Comm & Social Media Mgmt 4/2022	2023		8,355.00
100-1020-7718	TRIEPEI SMITH & ASSOCIATES	City Newsletter 4/2022	2023		1,300.00
100-1605-7735	CAPITAL ONE	TC Printer Ink	BD22-0733		89.18
100-1815-7965	MAXTREME INC	IT Helpdesk 4/2022	2006		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 4/2022	2006		200.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/18/2022-4/24/2022	2010		2,835.00
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 52 of 60	BD22-0732		1,340.10
100-1605-7733	SMART & FINAL	Senior Center St. Patrick's Supplies	2015		122.62
100-2013	DEPARTMENT OF CONSERVATI...	Strong Motion (SMIP) Q1 2022	217307		811.80
100-5004	DEPARTMENT OF CONSERVATI...	Local Agency Fee Q1 2022	217307		-40.59
100-1010-7980	MAX'S MEXICAN CUISINE	Budget Workshop 5/5/2022 (Balance)	217322		374.85
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD22-0728		-6.57
100-1500	MARILYN MAYS	Advance-Wild Stylez Dance Competition	217286		1,200.00
100-1020-7719	TIFFANY'S CATERING	SC Volunteer Dinner 4/29/2022	217339		2,843.27
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 5/1/2022 - 7/31/2022	2016		2,238.25
Fund 100 - GENERAL FUND Total:					433,290.73
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
225-2127	SEQUEL CONTRACTORS INC	Retention 3/1/22-4/19/22	217333		-20,503.81
225-2250-8100	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project	217333	202207/225-2250-8100-Other ...	65,976.11
Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:					45,472.30
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7888	HOME DEPOT CREDIT SERVICES	Royal Oaks Trail Landscape	BD22-0728		53.20
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Repairs 2/2022	217305		4,680.76
240-2410-7663	COUNTY OF LOS ANGELES AGRI...	Turf Median Gopher Control 2/2022	217304		380.84
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing- Royal Oaks Trail	2011		125.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing- Royal Oaks Trail	2011		125.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	217336		206.30
240-2410-7909	WEST COAST ARBORISTS INC	Residential Pruning & Removal Request	2027		1,083.35
240-2410-7663	SITEONE LANDSCAPE SUPPLY H...	Annual Weed Abatement	217336		270.84
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	217336		187.76
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Irrigation Restock- Medians	217336		341.71
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs	217336		65.65

Council Warrant Register By Account

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs	217336		258.16
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					7,778.57
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
300-3005-8060	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project 3/1/22-4/19/22	217333	202207/3005-8060-Sidewalk I...	44,100.00
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					44,100.00
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		467.13
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		768.86
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 3/1/2022 - 3/31/2022	BD22-0706		527.38
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,763.37
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	CITY OF MONROVIA	Fuel- Transportation Dept 2/2022	217324		46.83
440-4405-7614	U.S. BANK	Transportation Printer Ink Bundle (Amazon)	2026		127.77
440-4405-7614	U.S. BANK	Transportation Adj Laptop Stand (Amazon)	2026		41.44
Fund 440 - PROPOSITION A TRANSIT FUND Total:					216.04
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8070	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project 3/1/22-4/19/22	217333	202207/4705-8070-Street Impr...	300,000.00
Fund 470 - MEASURE R LR TRANSIT FUND Total:					300,000.00
Grand Total:					832,621.01

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	433,290.73
225 - SB-1, Road Maintenance/Rehab Fund	45,472.30
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	7,778.57
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	44,100.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,763.37
440 - PROPOSITION A TRANSIT FUND	216.04
470 - MEASURE R LR TRANSIT FUND	300,000.00
Grand Total:	832,621.01

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7646	Travel & Exp - Paras	105.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	40.00
100-1010-7612	Publications and Dues	1,276.63
100-1010-7614	Office Supplies	58.84
100-1010-7670	Legal Notices	1,751.64
100-1010-7980	Other Expenses	6,267.45
100-1015-7680	City Attorney Legal	14,354.40
100-1015-7686	Other Legal Services	162,535.00
100-1020-7712	Community Information (...)	8,439.99
100-1020-7716	Special Community Events	1,550.00
100-1020-7718	City Newsletter	1,300.00
100-1020-7719	Volunteer Recognition	3,659.81
100-1020-7720	DCTV	3,035.00
100-1020-7724	Post Office Parking	2,238.25
100-1020-7726	Council Cablecasting	1,134.99
100-1205-7610	Travel, Mtgs & Conf	152.27
100-1205-7612	Publications and Dues	480.00
100-1205-7614	Office Supplies	108.31
100-1205-7636	Uniforms	315.28
100-1205-7650	Vehicle Maintenance	690.59
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	28,258.25
100-1205-7761	Parking Ticket Collect	9,157.19
100-1205-7762	Parking Pass Kiosk Costs	259.85
100-1205-7779	Youth Programs	2,154.41
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	5,659.57
100-1205-7782	Crossing Guard Contract ...	5,077.80
100-1205-7783	GAPP Program	27,250.00
100-1205-7980	Other Expenses	1,212.14
100-1405-7610	Travel, Mtgs & Conf	108.03
100-1405-7612	Publications and Dues	360.20
100-1405-7613	Duplications And Photos	15.99
100-1405-7614	Office Supplies	315.44
100-1405-7650	Vehicle Maintenance	79.24
100-1405-7800	Building Department Serv...	618.00
100-1405-7965	Professional Services	4,175.00
100-1405-7967	Public Works Inspections	23,490.00
100-1405-7969	City Engineer	4,813.75

Account Summary

Account Number	Account Name	Payment Amount
100-1405-7975	Economic Development E...	3,500.00
100-1405-8100	Other Capital Improvemnts	520.00
100-1410-7610	Travel, Mtgs & Conf	419.03
100-1410-7650	Vehicle Maintenance	2,073.88
100-1410-7814	Graffiti Removal	2,662.95
100-1410-7980	Other Expenses	234.21
100-1500	Advances	1,200.00
100-1605-7610	Travel, Mtgs & Conf	255.96
100-1605-7614	Office Supplies	148.73
100-1605-7650	Vehicle Maintenance	139.46
100-1605-7693	Youth Council	157.81
100-1605-7730	Special Events	1,830.33
100-1605-7733	Senior Center	1,438.54
100-1605-7735	Teen Center	913.76
100-1605-7736	Youth & Adult Recreation...	171.50
100-1605-7737	Adult Excursions	699.33
100-1605-7739	Publicity	1,196.89
100-1605-7740	Day Camps	648.11
100-1605-7741	Sports/Playground Progr...	1,938.52
100-1605-7745	Boxing Program	1,569.44
100-1605-7750	Bus Rentals	763.98
100-1605-7758	Independence Day Celebr...	13,000.00
100-1605-7980	Other Expenses	229.24
100-1610-7616	Pool Supplies	1,634.43
100-1610-7617	Pool Chemicals	1,383.31
100-1610-7618	Building Supplies	3,051.74
100-1610-7636	Uniforms	82.95
100-1610-7650	Vehicle Maintenance	486.82
100-1610-7652	Building Maint Services	19,655.11
100-1610-7660	Other Services	7,875.00
100-1805-7612	Publications and Dues	0.99
100-1805-7614	Office Supplies	40.50
100-1805-7653	Bank Charges	410.23
100-1805-7980	Other Expenses	222.56
100-1810-7610	Travel, Mtgs & Conf	375.00
100-1810-7611	Training	806.02
100-1810-7660	Other Services	165.00
100-1810-7980	Other Expenses	75.53
100-1815-7632	Software Maintenance	1,619.90
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	4,286.72
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	387.50
100-1825-7613	Duplications And Photos	92.58
100-1825-7626	Postage	70.10
100-1825-7674	Retiree Health Insurance	3,525.00
100-1830-8100	Vehicle Replacement (Cap...	4,993.55
100-2012	Green Building Fees Payab..	1.00
100-2013	Strong Motions Fees Paya...	812.50
100-2120	Refundable Deposits	500.00
100-2121	Pass Through Deposits	2,860.00
100-2122	Disability Access & Educ P...	4.00
100-4004	Business License Tax	170.40
100-4201	Building Permits	587.00
100-4408	Property Rental	3,701.02
100-4801	Youth & Adult Recreation...	40.00
100-4816	Senior Recreation Class F...	40.00
100-5004	Other Revenue	-40.59

Account Summary

Account Number	Account Name	Payment Amount
225-2127	Retention Payable	-20,503.81
225-2250-8100	Other Capital Improvemnts	65,976.11
240-2405-7890	Repairs-Traffic Signal	4,680.76
240-2410-7662	Other Serv-Citywide	250.00
240-2410-7663	Other Serv-Medians	651.68
240-2410-7888	Repairs-Citywide	447.26
240-2410-7891	Repairs-Medians	665.52
240-2410-7909	Tree Trim-Residential	1,083.35
300-3005-8060	Sidewalk Improvements (...)	44,100.00
320-3205-8013	Vehicles (Capital)	1,763.37
440-4405-7614	Office Supplies	169.21
440-4405-7650	Vehicle Maintenance	46.83
470-4705-8070	Street Improvements (Cap...	300,000.00
Grand Total:		832,621.01

Project Account Summary

Project Account Key	Payment Amount
None	414,212.66
202102-Cap Improv-CH CDBG ADA Improvement	520.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.12
202207/225-2250-8100-Other Cap-FY22 St Rehab	65,976.11
202207/3005-8060-Sidewalk Improv-2022 Rehab Proj	44,100.00
202207/4705-8070-Street Improv-2022 Rehab Project	300,000.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	693.10
202212-Pass Thru Dep-Solana MBK Site B	2,860.00
250004 - Property Rent - Nextel Rent (Otis Gordon)	3,701.02
Grand Total:	832,621.01



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6295 - 211 ELECTRONIC SERVICES INC					
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/6/2022-4/10/2022	P 7702		2,205.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/11/2022-4/17/2022	P 7703		2,835.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 4/18/2022-4/24/2022	P 7704		2,835.00
Vendor 6295 - 211 ELECTRONIC SERVICES INC Total:					7,875.00
Vendor: 5198 - A1 EVENT & PARTY RENTAL					
100-1010-7980	A1 EVENT & PARTY RENTAL	State of the City Tables/Chairs/Linens Rental	57139		5,602.10
Vendor 5198 - A1 EVENT & PARTY RENTAL Total:					5,602.10
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Center HVAC Repair	20216445		1,383.84
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maintenance (3 Mo)	20236836		1,001.50
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr/Senior Ctr HVAC Maintenance (3 Mo)	20236837		3,296.75
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					5,682.09
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Duarte Park HVAC Routine Call	419840		136.00
100-1610-7652	AIR-TRO INC	Yard HVAC Routine Call	419841		136.00
Vendor 2061 - AIR-TRO INC Total:					272.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 3/6/22-3/19/22	76367		5,077.80
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					5,077.80
Vendor: T4474 - AMERICAN HOME IMPROVEMENT					
100-2012	AMERICAN HOME IMPROVEMENT	P#2021-488 Refund/ Cancelled Job	R91724		1.00
100-2013	AMERICAN HOME IMPROVEMENT	P#2021-488 Refund/ Cancelled Job	R91724		0.70
100-4201	AMERICAN HOME IMPROVEMENT	P#2021-488 Refund/ Cancelled Job	R91724		587.00
Vendor T4474 - AMERICAN HOME IMPROVEMENT Total:					588.70
Vendor: 4519 - AMERICAN RED CROSS					
100-1610-7616	AMERICAN RED CROSS	CPR/AED Instructor Kit	PH04577196		1,536.63
100-1610-7616	AMERICAN RED CROSS	Face Shield and Lung Bag	PH04577196		97.80
Vendor 4519 - AMERICAN RED CROSS Total:					1,634.43
Vendor: 4498 - ARCHITECTURAL DESIGN & SIGNS INC					
100-1405-7975	ARCHITECTURAL DESIGN & SIGNS INC	Design for Route 66 Historic Sign	83156		3,500.00
Vendor 4498 - ARCHITECTURAL DESIGN & SIGNS INC Total:					3,500.00
Vendor: 6212 - ARDURRA GROUP INC					
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Esperanza Apts 3/2022	122377		6,750.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Village Rd N St Improvements 3/2022	122377		2,430.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH E Circle Rd Improvement 3/2022	122377		6,142.50
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH On Site Utilities 3/2022	122377		6,682.50

Council Warrant Register By Vendor

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Pkg Lot G 3//2022	122377		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Infrastructure Realign 3/2022	122377		405.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Village Rd TS 3/2022	122377		405.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- COH Traffic Signals 3/2022	122377		135.00
Vendor 6212 - ARDURRA GROUP INC Total:					23,490.00
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-2121	ARMSTRONG & WALKER LAND...	Landscape Plan Ck-Solana (Duarte Station Apts)	R92849	202212-Pass Thru Dep-Solana ...	2,860.00
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					2,860.00
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Field Services Wipers	2814608324		119.20
Vendor 1491 - AUTOZONE Total:					119.20
Vendor: 6235 - AVIDEX INDUSTRIES LLC					
100-1610-7652	AVIDEX INDUSTRIES LLC	Community Center Service Call	078009		405.00
Vendor 6235 - AVIDEX INDUSTRIES LLC Total:					405.00
Vendor: 6367 - BALLET FOLKLORICO INTERNATIONAL					
100-1605-7733	BALLET FOLKLORICO INTERNAT...	SC Cinco de Mayo Entertainment	05522		300.00
Vendor 6367 - BALLET FOLKLORICO INTERNATIONAL Total:					300.00
Vendor: T4428 - BARBARA REAP					
100-4801	BARBARA REAP	Pickleball Refund	1001822.002		40.00
Vendor T4428 - BARBARA REAP Total:					40.00
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Services 3/1/2022-3/31/2022	352-05.09		2,110.00
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					2,110.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 3/2022	168495		259.85
Vendor 5559 - CALE AMERICA INC Total:					259.85
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Labor	221070201		1,360.00
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool Chemical Boost Pump New Motor	221070201		1,188.89
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 3/2022	221070301		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	221070302		184.67
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					4,683.56
Vendor: 0216 - CALIFORNIA JOINT POWERS INSURANCE AUTHORITY					
100-1015-7686	CALIFORNIA JOINT POWERS IN...	Liability Claim Settlement	INV6227		150,000.00
Vendor 0216 - CALIFORNIA JOINT POWERS INSURANCE AUTHORITY Total:					150,000.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 3/2022	571022		96.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					96.00
Vendor: 6275 - CALIFORNIA STATE PARKS -- OFFICE OF COMMUNITY INVOLVEMENT					
100-1205-7779	CALIFORNIA STATE PARKS -- OFF..	CA State Training- 5 Participants	4122022		1,000.00
Vendor 6275 - CALIFORNIA STATE PARKS -- OFFICE OF COMMUNITY INVOLVEMENT Total:					1,000.00
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	CAPITAL ONE	TC Basketball Tournament	01555		126.38
100-1605-7735	CAPITAL ONE	TC Basketball Tournament	05383		114.00
100-1605-7733	CAPITAL ONE	SC St Patricks/Easter Supplies	08960		173.11
100-1605-7730	CAPITAL ONE	Easter Eggfest Candy 2022	08961		219.56

Council Warrant Register By Vendor

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7735	CAPITAL ONE	TC Printer Ink	06314		89.18
Vendor 6229 - CAPITAL ONE Total:					722.23
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	4/2022		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	4/2022		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	Soccer Jerseys	1153028-IN		1,938.52
Vendor 5792 - CHALLENGER TEAMWEAR Total:					1,938.52
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Gate/Fence Repair from Car Crash	05672193		1,785.00
Vendor 2025 - CHARLES R SIMPSON Total:					1,785.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4114827959		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4114827959		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4115510775		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4115510775		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4116207089		27.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4116207089		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					107.55
Vendor: 0903 - CITY OF MONROVIA					
100-1405-7650	CITY OF MONROVIA	Fuel- Community Development 2/2022	2201575		79.24
100-1610-7650	CITY OF MONROVIA	Fuel- Facility Maintenance 2/2022	2201576		486.82
100-1410-7650	CITY OF MONROVIA	Fuel- Field Services 2/2022	2201577		1,418.59
100-1605-7650	CITY OF MONROVIA	Fuel- Parks & Rec 2/2022	2201578		139.46
100-1205-7650	CITY OF MONROVIA	Fuel- Public Safety 2/2022	2201579		690.59
100-1205-7781	CITY OF MONROVIA	Fuel- Sheriff's Dept 2/2022	2201580		5,659.57
Vendor 0903 - CITY OF MONROVIA Total:					8,474.27
Vendor: 6365 - CITY OF WEST COVINA					
100-1205-7760	CITY OF WEST COVINA	5 Cities Grant- Cash Match	015498		27,700.13
Vendor 6365 - CITY OF WEST COVINA Total:					27,700.13
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 3/2022	CMC17998	202211/1205-7980-Live Scan/A...	46.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 3/2022	CMC17998		69.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					115.00
Vendor: 5801 - COMMUNITY MEDIA OF THE FOOTHILLS					
100-1020-7720	COMMUNITY MEDIA OF THE F...	State of the City Video	561		3,035.00
Vendor 5801 - COMMUNITY MEDIA OF THE FOOTHILLS Total:					3,035.00
Vendor: 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT					
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 1/1/22-3/31/22	DUA2122-03		27,250.00
Vendor 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT Total:					27,250.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1020-7719	CURO MANAGED PRINT PRODU...	SC Volunteer Dinner Invitations	5510		16.54
100-1605-7739	CURO MANAGED PRINT PRODU...	Eggfest 2022 Cutouts	5515		474.08
100-1605-7739	CURO MANAGED PRINT PRODU...	A Frame/ No Parking Signs	5525		722.81
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,213.43
Vendor: 5025 - DARRELL RAY CARROLL					
100-1410-7980	DARRELL RAY CARROLL	Padlocks for Citywide Use	24376		128.79
100-1610-7618	DARRELL RAY CARROLL	Key Copies	24375		54.57
Vendor 5025 - DARRELL RAY CARROLL Total:					183.36

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 2/2022	136055		242.77
100-1205-7761	DATA TICKET INC	Parking Citation Processing 2/2022	135826		2,335.40
Vendor 5501 - DATA TICKET INC Total:					2,578.17
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVATI...	Strong Motion (SMIP) Q1 2022	1/2022-3/2022		811.80
100-5004	DEPARTMENT OF CONSERVATI...	Local Agency Fee Q1 2022	1/2022-3/2022		-40.59
Vendor 5132 - DEPARTMENT OF CONSERVATION Total:					771.21
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	5/2022		120.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					120.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7730	DUARTE RECREATION PETTY CA...	Underwater Egg Hunt Supplies	4132022		246.60
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Special Event Supplies	4132022		15.16
100-1610-7618	DUARTE RECREATION PETTY CA...	Door Hinges	4132022		19.67
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					281.43
Vendor: 0077 - DUARTE UNIFIED SCHOOL DISTRICT					
100-4408	DUARTE UNIFIED SCHOOL DISTR..	Nextel Lease 1/2022	R92371	250004 - Property Rent - Nextel...	1,850.51
100-4408	DUARTE UNIFIED SCHOOL DISTR..	SBA/Nextel Lease 4/2022	R93596	250004 - Property Rent - Nextel...	1,850.51
Vendor 0077 - DUARTE UNIFIED SCHOOL DISTRICT Total:					3,701.02
Vendor: 5191 - DUARTE WOMEN'S CLUB					
100-1005-7646	DUARTE WOMEN'S CLUB	Tzeitel Paras-Caracci 2022 Membership	4142022		30.00
Vendor 5191 - DUARTE WOMEN'S CLUB Total:					30.00
Vendor: T4473 - EDNA ALVAREZ					
100-1205-7980	EDNA ALVAREZ	DUSD Tutoring Program	3/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor T4473 - EDNA ALVAREZ Total:					100.00
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	4/2022		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		476.29
Vendor 6189 - ENTERPRISE FM TRUST Total:					4,993.55
Vendor: T0183 - FOOTHILL UNITY CENTER					
100-1205-7760	FOOTHILL UNITY CENTER	Homeless Outreach Program Hygiene Q1 2022	8408	202115-Outreach-Homeless Ser...	558.12
Vendor T0183 - FOOTHILL UNITY CENTER Total:					558.12

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Staff Shirts	9185		196.04
100-1205-7779	FSP DESIGNS	A-Team Hoodies/ Uniform	9216		203.75
Vendor 4039 - FSP DESIGNS Total:					399.79
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	145973		558.75
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	146074		526.31
Vendor 4690 - FULLER ENGINEERING INC Total:					1,085.06
Vendor: 6169 - FYREBRINGER STUDIOS INC					
100-1610-7652	FYREBRINGER STUDIOS INC	Plaque Restoration (Bike Trail Bench)	1363		997.50
Vendor 6169 - FYREBRINGER STUDIOS INC Total:					997.50
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 3/1/22 - 3/31/22	4091047763		1,013.79
Vendor 6181 - GOOGLE LLC Total:					1,013.79
Vendor: 1092 - GRAINGER					
100-1610-7618	GRAINGER	City Hall Door Hardware	9258097238		730.36
Vendor 1092 - GRAINGER Total:					730.36
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Misc Facility Repairs/Safety Supplies	4152381		97.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	2530941		105.58
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	7522326		28.87
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	6042920		81.22
100-1205-7980	HOME DEPOT CREDIT SERVICES	Local Harvest Equipment	6732971		223.73
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts/Supplies	5522719		105.42
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	0743523		178.64
100-1610-7618	HOME DEPOT CREDIT SERVICES	Supplies/ Repairs	9523714		183.69
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	22294		-6.57
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					997.58
Vendor: 6210 - HUNTINGTON TIRE & AUTO CENTER INC					
100-1410-7650	HUNTINGTON TIRE & AUTO CE...	Vehicle #12 Tires	54690		491.60
Vendor 6210 - HUNTINGTON TIRE & AUTO CENTER INC Total:					491.60
Vendor: 1465 - INLAND EMPIRE STAGES LTC					
100-1605-7750	INLAND EMPIRE STAGES LTC	Adult Excursion Transportation 2/10/2022	56602		763.98
Vendor 1465 - INLAND EMPIRE STAGES LTC Total:					763.98
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 4/2022	968029		1,673.09
Vendor 6309 - INX BUILDING MAINTENANCE Total:					1,673.09
Vendor: 6090 - IT'S A GAS INC					
100-1610-7618	IT'S A GAS INC	Senior Center Helium Tank	MCP-002378		372.48
Vendor 6090 - IT'S A GAS INC Total:					372.48
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7733	J & J SPORTS & TROPHIES	Senior Softball Jerseys	28532		173.37
Vendor 0594 - J & J SPORTS & TROPHIES Total:					173.37
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	4/2022		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 6297 - JAMES FABELA					
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	3/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6297 - JAMES FABELA Total:					100.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6271 - JAVIER DJEU TENNIS					
100-1605-7736	JAVIER DJEU TENNIS	Spring 2022 Tennis Instructor Payment	4/2/2022		171.50
Vendor 6271 - JAVIER DJEU TENNIS Total:					171.50
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	4/2022		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 6204 - JODY ERRANDI SCHULZ					
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	4/2022		75.00
Vendor 6204 - JODY ERRANDI SCHULZ Total:					75.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	4/2022		435.00
Vendor 0086 - JOHN FASANA Total:					435.00
Vendor: 5299 - JOSEPH A MARTINEZ					
100-1610-7652	JOSEPH A MARTINEZ	FC Office/ Counter Carpet	INV0324		2,875.00
100-1610-7652	JOSEPH A MARTINEZ	Senior Center Floor Repairs	INV0329		800.00
Vendor 5299 - JOSEPH A MARTINEZ Total:					3,675.00
Vendor: 4583 - KULLY SUPPLY INC					
100-1610-7618	KULLY SUPPLY INC	Drinking Fountain Parts	575586		141.60
Vendor 4583 - KULLY SUPPLY INC Total:					141.60
Vendor: 1927 - LEVON YOTNAKHPARIAN					
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 3/2022	3312022		1,100.00
Vendor 1927 - LEVON YOTNAKHPARIAN Total:					1,100.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 4/1/2022 - 5/1/2022	72864		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 4/1/2022 - 5/1/2022	72865		299.00
Vendor 5761 - LIFE STORAGE #530 Total:					618.00
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	4/2022		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 5777 - MAARA'S JUMPERS					
100-1605-7730	MAARA'S JUMPERS	Eggfest 2022 Bouncer	#2		450.00
Vendor 5777 - MAARA'S JUMPERS Total:					450.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	892644-00		255.84
100-1610-7618	MAINTEX INC	Janitorial Supplies	892644-01		39.36
Vendor 5868 - MAINTEX INC Total:					295.20
Vendor: 6207 - MANNY TORRES GUZMAN					
100-1020-7719	MANNY TORRES GUZMAN	SC Volunteer Dinner Espresso Bar	1990		800.00
Vendor 6207 - MANNY TORRES GUZMAN Total:					800.00
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	4/2022		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: T4459 - MARIA ZUNIGA					
100-4816	MARIA ZUNIGA	Senior Center Refund	2001135.002		40.00
Vendor T4459 - MARIA ZUNIGA Total:					40.00
Vendor: 4422 - MARILYN MAYS					
100-1500	MARILYN MAYS	Advance-Wild Stylez Dance Competition	4/24/2022		1,200.00
Vendor 4422 - MARILYN MAYS Total:					1,200.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5711 - MAX'S MEXICAN CUISINE					
100-1010-7980	MAX'S MEXICAN CUISINE	Budget Workshop 5/5/2022 (Balance)	2220		374.85
Vendor 5711 - MAX'S MEXICAN CUISINE Total:					374.85
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 4/2022	13599		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 4/2022	13599		200.00
Vendor 4286 - MAXTREME INC Total:					8,900.00
Vendor: T2469 - MERARI AQUINO					
100-1825-7626	MERARI AQUINO	1307 Bloomdale Overnight Postage Reimbursement	2152022		70.10
Vendor T2469 - MERARI AQUINO Total:					70.10
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	4/2022		566.00
Vendor 1042 - MICHAEL TARR Total:					566.00
Vendor: 4978 - MMASC					
100-1010-7612	MMASC	Victoria Rocha MMASC Membership	4573		90.00
Vendor 4978 - MMASC Total:					90.00
Vendor: 4432 - MUNICIPAL CODE CORPORATION					
100-1010-7612	MUNICIPAL CODE CORPORATI...	Municipal Code Supplements	00371510		1,168.63
Vendor 4432 - MUNICIPAL CODE CORPORATION Total:					1,168.63
Vendor: T4472 - NATHAN HA					
100-1205-7980	NATHAN HA	DUSD Tutoring Program	3/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor T4472 - NATHAN HA Total:					100.00
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 51 of 60	31922-51		1,340.10
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 52 of 60	41922-52		1,340.10
Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:					2,680.20
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7740	PARTY PRONTO INC	Spring Day Camp Inflatable	039044		300.00
Vendor 6286 - PARTY PRONTO INC Total:					300.00
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	0006180875-001		113.58
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					113.58
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 5/1/22 - 5/31/22	1464506		169.94
Vendor 2466 - POST ALARM SYSTEMS Total:					169.94
Vendor: 6032 - PYRO SPECTACULARS INC					
100-1605-7758	PYRO SPECTACULARS INC	Deposit- July 3rd Independence Day Event	200		13,000.00
Vendor 6032 - PYRO SPECTACULARS INC Total:					13,000.00
Vendor: 0768 - RALPHS GROCERY COMPANY					
100-1605-7733	RALPHS GROCERY COMPANY	SC St. Patrick's Day Supplies	092377		37.10
100-1605-7730	RALPHS GROCERY COMPANY	Gift Card for Cesar Chavez Speaker 3/26/22	41384122		75.00
Vendor 0768 - RALPHS GROCERY COMPANY Total:					112.10
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement PS&E 2/2022	32156	202102-Cap Improv-CH CDBG ...	520.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 2/2022	32165		760.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineering 2/2022	32166		2,440.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 2/2022	32167		1,360.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 PS&E Engineering 2/2022	32168		2,065.00
100-1405-7969	RKA CONSULTING GROUP	LLD Engineering Services 2/2022	32169		253.75
Vendor 0904 - RKA CONSULTING GROUP Total:					7,398.75
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Q4 FY22 Dues	Q4 FY22		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Q4 FY22 Dues	Q4 FY22		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Q4 FY22 Dues	Q4 FY22		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					590.00
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	Land Holding Litigation 11/2021	919208		900.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 12/2021	919209		300.00
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain 1/2022	919212		459.00
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 1/2022	920849		9,591.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2022	921151		14,054.40
100-1015-7686	RUTAN & TUCKER LLP	1521 Huntington Project 2/2022	923968		1,585.00
Vendor 0196 - RUTAN & TUCKER LLP Total:					26,889.40
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	4/2022		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 4/2022	4-2022D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	April 2022 Courier Pick-up	22040554		312.38
Vendor 6277 - SECTRAN SECURITY INC Total:					312.38
Vendor: 0202 - SHAFFER AWARDS					
100-1010-7980	SHAFFER AWARDS	City of Duarte Tile Plaque	0006541		100.99
Vendor 0202 - SHAFFER AWARDS Total:					100.99
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Senior Center Coffee Supplies	721511		16.99
100-1605-7735	SMART & FINAL	TC Snack Bar	729300		66.91
100-1610-7618	SMART & FINAL	Janitorial Supplies	466971		27.82
100-1610-7618	SMART & FINAL	SC Coffee Supplies	265944		27.99
100-1605-7733	SMART & FINAL	SC National Cocktail Social Supplies	646799		74.57
100-1610-7618	SMART & FINAL	Janitorial Supplies	805066		174.40
100-1605-7730	SMART & FINAL	Underwater Egg Hunt Candy	972944		144.88
100-1605-7735	SMART & FINAL	Teen Center Fashion Show	369377		110.75
100-1605-7735	SMART & FINAL	Teen Center Youth Workshop	852066		13.99
100-1605-7730	SMART & FINAL	Eggfest 2022 Tablecloth and Juice	436788		50.25
100-1610-7618	SMART & FINAL	Janitorial Supplies	868922		34.86
100-1605-7733	SMART & FINAL	Senior Center Spring Egg Hunt Supplies	353122		193.28
100-1605-7980	SMART & FINAL	Dodger Day Supplies	412222		198.27
100-1610-7618	SMART & FINAL	Senior Center Coffee Supplies	835611		109.36
100-1605-7733	SMART & FINAL	Senior Center St. Patrick's Supplies	035988		122.62
Vendor 0209 - SMART & FINAL Total:					1,366.94

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 5/1/2022 - 7/31/2022	7701149481		2,238.25
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					2,238.25
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 3/2022	538006		1,751.64
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					1,751.64
Vendor: 2688 - STAPLES ADVANTAGE					
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3498860409		40.50
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3498860409		92.58
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	3498860410		58.84
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3499372944		100.47
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3499767345		93.69
100-1610-7618	STAPLES ADVANTAGE	Fitness Center Corkbord	3504655642		88.19
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3504722775		33.31
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3504722776		36.86
Vendor 2688 - STAPLES ADVANTAGE Total:					544.44
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	4/2022		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00
Vendor: T4475 - STEVEN HART					
100-2122	STEVEN HART	Business License Overpayment/Refund	R93408		4.00
100-4004	STEVEN HART	Business License Overpayment/Refund (Penalties)	R93408		28.40
100-4004	STEVEN HART	Business License Overpayment/Refund	R93408		142.00
Vendor T4475 - STEVEN HART Total:					174.40
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 3/2022	4142022		6,579.02
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					6,579.02
Vendor: 5351 - SUPERIOR PRESS					
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	4485690		97.85
Vendor 5351 - SUPERIOR PRESS Total:					97.85
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 3/2022	17275		2,662.95
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					2,662.95
Vendor: 6029 - THE FRESH GOURMET INC					
100-1020-7716	THE FRESH GOURMET INC	State of the City Catering	683		1,550.00
Vendor 6029 - THE FRESH GOURMET INC Total:					1,550.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 5/2022	18451		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 5/2022	18452		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan v/VELO Cloud Connect 5/2022	18453		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 5/2022	18454		553.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	PS Firewall Port V-02 Support	18574		187.50
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,324.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 3/1/2022-3/31/2022	846119548		175.22
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					175.22

Council Warrant Register By Vendor

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6310 - TIFFANY'S CATERING					
100-1020-7719	TIFFANY'S CATERING	SC Volunteer Dinner 4/29/2022	4292022		2,843.27
Vendor 6310 - TIFFANY'S CATERING Total:					2,843.27
Vendor: 4751 - TOM'S CLOTHING & UNIFORMS INC					
100-1205-7636	TOM'S CLOTHING & UNIFORMS INC	CSO N. Sanchez Uniforms	19270		315.28
Vendor 4751 - TOM'S CLOTHING & UNIFORMS INC Total:					315.28
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	4/2022		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Comm & Social Media Mgmt 4/2022	7892		8,355.00
100-1020-7718	TRIPEPI SMITH & ASSOCIATES	City Newsletter 4/2022	7892		1,300.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					9,655.00
Vendor: 0567 - TZEITEL PARAS-CARACCI					
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	4/2022		75.00
Vendor 0567 - TZEITEL PARAS-CARACCI Total:					75.00
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Outdoor Grant Submission Mtg 3/2/22 (Sushi Fire)	3252022BV		50.18
100-1205-7610	U.S. BANK	Mtg with Captain Reyes 3/15/22 (Spices Thai Food)	3252022BV		42.28
100-1205-7610	U.S. BANK	Mtg w/ Sergeant Fiedler 3/7/22 (The Habit Burger)	3252022BV		19.81
100-1205-7614	U.S. BANK	Office Supplies (Target)	3252022BV		75.00
100-1205-7779	U.S. BANK	Office Help 3/3/22 (Starbucks)	3252022BV		28.55
100-1205-7779	U.S. BANK	DART/A-Team Play Ticket (APU)	3252022BV		320.00
100-1205-7779	U.S. BANK	DART Bingo Night Event 3/18/22 (Canes)	3252022BV		118.71
100-1205-7779	U.S. BANK	DART Bingo Night Event 3/18/22 (Target)	3252022BV		85.00
100-1205-7779	U.S. BANK	Dart Event 3/15/22 (Starbucks)	3252022BV		38.40
100-1205-7779	U.S. BANK	Bingo Night Prizes (Starbucks)	3252022BV		60.00
100-1205-7779	U.S. BANK	Youth Outreach Incentives 3/15/22 (LOOK Cinemas)	3252022BV		300.00
100-1205-7980	U.S. BANK	Adobe Acrobat Pro 3/1/2022-3/31/2022	3252022BV		14.99
100-1205-7980	U.S. BANK	Office Work Lunch 3/2/22 (In-N-Out)	3252022BV	202211/1205-7980-Live Scan/A...	32.14
100-1205-7980	U.S. BANK	Local Harvest Help 3/18/22 (Sonic Drive-In)	3252022BV	202211/1205-7980-Live Scan/A...	18.94
100-1205-7980	U.S. BANK	Food for Massage Sting (Tropicana Market)	3252022BV		203.50
100-1205-7980	U.S. BANK	Game Night 2/25/22 (Ramen Yukinoya)	3252022BV	202211/1205-7980-Live Scan/A...	122.63
100-1205-7980	U.S. BANK	Coffee with a Deputy 3/16/22 (Starbucks)	3252022BV		63.65
100-1205-7980	U.S. BANK	Office Help Dinner 3/16/22 (Wing Stop)	3252022BV	202211/1205-7980-Live Scan/A...	50.80
100-1205-7980	U.S. BANK	Game Night 2/25/22 (Half & Half Tea House)	3252022BV	202211/1205-7980-Live Scan/A...	46.56
100-1205-7980	U.S. BANK	Office Help Lunch 3/22/22 (Wing Stop)	3252022BV	202211/1205-7980-Live Scan/A...	40.78
100-1205-7980	U.S. BANK	Water for Massage Sting (Target)	3252022BV		13.17
100-1205-7980	U.S. BANK	Art Night Lunch 3/4/22 (Little Caesars Pizza)	3252022BV	202211/1205-7980-Live Scan/A...	35.25
100-1405-7610	U.S. BANK	Lunch for Interview Panel 3/14/22 (Mikomi)	3252022CH		99.18
100-1405-7610	U.S. BANK	Craig Hensley Meeting 3/15/22 (Coffee Bean)	3252022CH		8.85

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Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7612	U.S. BANK	Public Work Plans for Const Bk (BNi Building News)	3252022CH		258.26
100-1405-7613	U.S. BANK	Lg Data File Transfer (Hightail)	3252022CH		15.99
100-1405-7614	U.S. BANK	Ergonomic Keyboard (Amazon)	3252022CH		66.14
100-1405-7614	U.S. BANK	Standing Desk Converter (Amazon)	3252022CH		148.83
100-1410-7610	U.S. BANK	Lamberto Flores/Sean McBride Training (PAPA)	3252022CH		200.00
100-1410-7610	U.S. BANK	Gerard Batista Training Seminar (PAPA)	3252022CH		100.00
100-1410-7610	U.S. BANK	Gerard & Nohemi April Training & Lunch (MSA)	3252022CH		93.15
100-1410-7610	U.S. BANK	Gerard Batista March Training & Lunch (MSA)	3252022CH		25.88
100-1005-7980	U.S. BANK	DashPass 3/5/2022- 4/5/2022	3252022DJ		9.99
100-1010-7610	U.S. BANK	Victoria Rocha March 2022 CCCA Meeting	3252022DJ		40.00
100-1010-7612	U.S. BANK	Pasadena Star News- Subscription	3252022DJ		18.00
100-1010-7980	U.S. BANK	Lunch for New Wesbite Training (The Habit)	3252022DJ		73.31
100-1010-7980	U.S. BANK	City Council Dinner 3/22/22 (GrubHub)	3252022DJ		24.13
100-1010-7980	U.S. BANK	City Council Dinner 3/22/22 (DoorDash)	3252022DJ		61.41
100-1010-7980	U.S. BANK	City Council Beverages 3/22/22 (DoorDash)	3252022DJ		30.66
100-1020-7712	U.S. BANK	Hootsuite 3/2/2022-4/1/2022	3252022DJ		75.00
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	3252022DJ		9.99
100-1205-7610	U.S. BANK	Brian Villalobos March 2022 CCCA Meeting	3252022DJ		40.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	3252022KP		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	3252022KP		101.94
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 3/12/22 - 4/11/22	3252022KP		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 3/12/22 - 4/11/22	3252022KP		9.00
100-1805-7612	U.S. BANK	SGV Tribune 13 Week Online Subscription	3252022KP		0.99
100-1805-7980	U.S. BANK	K Petersen Lunch Mtg w/CC/Staff (Peach Cafe)	3252022KP		61.98
100-1805-7980	U.S. BANK	K Petersen Breakfast w/CC Member (Peach Cafe)	3252022KP		46.14
100-1805-7980	U.S. BANK	Kristen Petersen Lunch w/CC Member (Starbucks)	3252022KP		23.45
100-1805-7980	U.S. BANK	Staff Meeting 3/10/22 (T Burgers)	3252022KP		78.99
100-1805-7980	U.S. BANK	Microsoft 365 2/27/22 - 3/26/22	3252022KP		12.00
100-1810-7610	U.S. BANK	Kristen Petersen HR Academy 4/2022 (JPIA)	3252022KP		375.00
100-1810-7980	U.S. BANK	Flowers for Staff in Hospital (Health Care Floral)	3252022KP		75.53
100-1815-7632	U.S. BANK	accessduarte.com Auto Renewal Protection (Network)	3252022KP		9.99
100-1815-7632	U.S. BANK	Creative Cloud 3/3/22 - 3/12/22 (Adobe)	3252022KP		11.29
100-1815-7632	U.S. BANK	Finance Webinar 3/7/22 - 4/6/22 (Zoom)	3252022KP		80.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 3/13/12 - 4/12/22	3252022KP		504.83

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Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1815-7830	U.S. BANK	Vonage-SC Elevator 911 2/10/22 - 3/9/22	3252022KP		23.02
100-1605-7610	U.S. BANK	Alberto Castaneda-Salazar CPRS Airfare (Southwest)	3252022ME		255.96
100-1605-7614	U.S. BANK	FC Webcam Stand (Amazon)	3252022ME		18.18
100-1605-7693	U.S. BANK	Mayor's Youth Council Dinner (Wingstop)	3252022ME		157.81
100-1605-7730	U.S. BANK	COVID Test Kits (CVS Pharmacy)	3252022ME		154.30
100-1605-7730	U.S. BANK	Candy for Easter Egg Hunt (Sam's Club)	3252022ME		342.42
100-1605-7730	U.S. BANK	Citywide Easter Eggfest Event Candy (Costco)	3252022ME		119.92
100-1605-7730	U.S. BANK	Cesar Chavez & Dog Park Mtg Water (Instacart)	3252022ME		27.40
100-1605-7733	U.S. BANK	Senior Softball Opening Day Refreshments (Costco)	3252022ME		96.07
100-1605-7733	U.S. BANK	SC Softball Opening Day Supplies (Amazon)	3252022ME		112.97
100-1605-7733	U.S. BANK	SC Roku (Amazon)	3252022ME		26.46
100-1605-7735	U.S. BANK	TC Pizza (Little Caesars)	3252022ME		33.02
100-1605-7735	U.S. BANK	TC Gift Cards for Special Event (Target)	3252022ME		113.00
100-1605-7735	U.S. BANK	TC T-Shirts and Face Covers (Amazon)	3252022ME		26.33
100-1605-7737	U.S. BANK	Los Angeles Dodgers Trip Deposit (Dodger Stadium)	3252022ME		488.00
100-1605-7737	U.S. BANK	Senior Travel Lunch 3/9/22 (Subway)	3252022ME		211.33
100-1605-7740	U.S. BANK	Art Supplies (Amazon)	3252022ME		7.71
100-1605-7740	U.S. BANK	Day Camp Supplies (Amazon)	3252022ME		340.40
100-1605-7745	U.S. BANK	Boxing Equipment (Title Boxing)	3252022ME		1,569.44
100-1605-7980	U.S. BANK	Ice Cream- Staff Recognition (Baskin Robbins)	3252022ME		30.97
100-1610-7618	U.S. BANK	Council Meeting Beverages (Instacart)	3252022ME		41.60
100-1610-7618	U.S. BANK	Chemical Test Kit Tablets (SCP Distributors)	3252022ME		248.22
100-1810-7611	U.S. BANK	CPR Training Bagels for Staff (Goldstein's)	3252022ME		120.81
100-1810-7611	U.S. BANK	CPR Training Beverages (Ralphs)	3252022ME		37.43
100-1810-7611	U.S. BANK	CPR Training Supplies (Smart & Final)	3252022ME		20.39
100-1810-7611	U.S. BANK	CPR Training Beverages (Instacart)	3252022ME		41.30
100-1810-7611	U.S. BANK	CPR Training Lunch (Corner Bakery)	3252022ME		586.09
Vendor 4484 - U.S. BANK Total:					9,864.77
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	4/2022		75.00
Vendor 6196 - VINH TRUONG Total:					75.00
Vendor: T4476 - WENDY CAMACHO					
100-2120	WENDY CAMACHO	CC Rental Deposit Refund	R93145		500.00
Vendor T4476 - WENDY CAMACHO Total:					500.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 3/2022	14700730		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 3/2022	147007331		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 3/2022	14700736		65.40

Council Warrant Register By Vendor

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 3/2022	14700737		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 3/2022	14700747		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Yard 3/2022	14702751		145.00
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					472.00
Vendor: 4797 - WEX BANK					
100-1410-7650	WEX BANK	Fuel-Field Srvcs CNG 2/1/22 - 2/28/22	79111908		44.49
Vendor 4797 - WEX BANK Total:					44.49
Fund 100 - GENERAL FUND Total:					433,290.73
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
Vendor: 6359 - SEQUEL CONTRACTORS INC					
225-2127	SEQUEL CONTRACTORS INC	Retention 3/1/22-4/19/22	#1		-20,503.81
225-2250-8100	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project	#1	202207/225-2250-8100-Other ...	65,976.11
Vendor 6359 - SEQUEL CONTRACTORS INC Total:					45,472.30
Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:					45,472.30
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/ WTS & MEASURES					
240-2410-7663	COUNTY OF LOS ANGELES AGRIC...	Turf Median Gopher Control 2/2022	221397A		380.84
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/ WTS & MEASURES Total:					380.84
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Repairs 2/2022	22030705439		4,680.76
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					4,680.76
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
240-2410-7888	HOME DEPOT CREDIT SERVICES	Royal Oaks Trail Landscape	2152724		53.20
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					53.20
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing- Royal Oaks Trail	7753		125.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing- Royal Oaks Trail	7754		125.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					250.00
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	117360850-001		206.30
240-2410-7663	SITEONE LANDSCAPE SUPPLY H...	Annual Weed Abatement	117733952-001		270.84
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	117840389-001		187.76
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Irrigation Restock- Medians	117856986-001		341.71
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs	117840389-002		65.65
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs	117915423-001		258.16
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					1,330.42
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Residential Pruning & Removal Request	184033		1,083.35
Vendor 1521 - WEST COAST ARBORISTS INC Total:					1,083.35
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					7,778.57
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
Vendor: 6359 - SEQUEL CONTRACTORS INC					
300-3005-8060	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project 3/1/22-4/19/22	#1	202207/3005-8060-Sidewalk I...	44,100.00
Vendor 6359 - SEQUEL CONTRACTORS INC Total:					44,100.00
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					44,100.00

Council Warrant Register By Vendor

Payment Dates: 4/14/2022 - 4/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		527.38
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		768.86
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 3/1/2022 - 3/31/2022	FBN4426492		467.13
Vendor 6189 - ENTERPRISE FM TRUST Total:					1,763.37
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,763.37
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
440-4405-7650	CITY OF MONROVIA	Fuel- Transportation Dept 2/2022	2201581		46.83
Vendor 0903 - CITY OF MONROVIA Total:					46.83
Vendor: 4484 - U.S. BANK					
440-4405-7614	U.S. BANK	Transportation Printer Ink Bundle (Amazon)	3252022KP		127.77
440-4405-7614	U.S. BANK	Transportation Adj Laptop Stand (Amazon)	3252022KP		41.44
Vendor 4484 - U.S. BANK Total:					169.21
Fund 440 - PROPOSITION A TRANSIT FUND Total:					216.04
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6359 - SEQUEL CONTRACTORS INC					
470-4705-8070	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project 3/1/22-4/19/22	#1	202207/4705-8070-Street Impr...	300,000.00
Vendor 6359 - SEQUEL CONTRACTORS INC Total:					300,000.00
Fund 470 - MEASURE R LR TRANSIT FUND Total:					300,000.00
Grand Total:					832,621.01

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	433,290.73
225 - SB-1, Road Maintenance/Rehab Fund	45,472.30
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	7,778.57
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	44,100.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,763.37
440 - PROPOSITION A TRANSIT FUND	216.04
470 - MEASURE R LR TRANSIT FUND	300,000.00
Grand Total:	832,621.01

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7646	Travel & Exp - Paras	105.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	40.00
100-1010-7612	Publications and Dues	1,276.63
100-1010-7614	Office Supplies	58.84
100-1010-7670	Legal Notices	1,751.64
100-1010-7980	Other Expenses	6,267.45
100-1015-7680	City Attorney Legal	14,354.40
100-1015-7686	Other Legal Services	162,535.00
100-1020-7712	Community Information (...)	8,439.99
100-1020-7716	Special Community Events	1,550.00
100-1020-7718	City Newsletter	1,300.00
100-1020-7719	Volunteer Recognition	3,659.81
100-1020-7720	DCTV	3,035.00
100-1020-7724	Post Office Parking	2,238.25
100-1020-7726	Council Cablecasting	1,134.99
100-1205-7610	Travel, Mtgs & Conf	152.27
100-1205-7612	Publications and Dues	480.00
100-1205-7614	Office Supplies	108.31
100-1205-7636	Uniforms	315.28
100-1205-7650	Vehicle Maintenance	690.59
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	28,258.25
100-1205-7761	Parking Ticket Collect	9,157.19
100-1205-7762	Parking Pass Kiosk Costs	259.85
100-1205-7779	Youth Programs	2,154.41
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	5,659.57
100-1205-7782	Crossing Guard Contract ...	5,077.80
100-1205-7783	GAPP Program	27,250.00
100-1205-7980	Other Expenses	1,212.14
100-1405-7610	Travel, Mtgs & Conf	108.03
100-1405-7612	Publications and Dues	360.20
100-1405-7613	Duplications And Photos	15.99
100-1405-7614	Office Supplies	315.44
100-1405-7650	Vehicle Maintenance	79.24
100-1405-7800	Building Department Serv...	618.00
100-1405-7965	Professional Services	4,175.00
100-1405-7967	Public Works Inspections	23,490.00
100-1405-7969	City Engineer	4,813.75

Account Summary

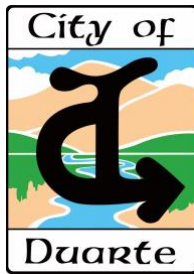
Account Number	Account Name	Payment Amount
100-1405-7975	Economic Development E...	3,500.00
100-1405-8100	Other Capital Improvemnts	520.00
100-1410-7610	Travel, Mtgs & Conf	419.03
100-1410-7650	Vehicle Maintenance	2,073.88
100-1410-7814	Graffiti Removal	2,662.95
100-1410-7980	Other Expenses	234.21
100-1500	Advances	1,200.00
100-1605-7610	Travel, Mtgs & Conf	255.96
100-1605-7614	Office Supplies	148.73
100-1605-7650	Vehicle Maintenance	139.46
100-1605-7693	Youth Council	157.81
100-1605-7730	Special Events	1,830.33
100-1605-7733	Senior Center	1,438.54
100-1605-7735	Teen Center	913.76
100-1605-7736	Youth & Adult Recreation...	171.50
100-1605-7737	Adult Excursions	699.33
100-1605-7739	Publicity	1,196.89
100-1605-7740	Day Camps	648.11
100-1605-7741	Sports/Playground Progr...	1,938.52
100-1605-7745	Boxing Program	1,569.44
100-1605-7750	Bus Rentals	763.98
100-1605-7758	Independence Day Celebr...	13,000.00
100-1605-7980	Other Expenses	229.24
100-1610-7616	Pool Supplies	1,634.43
100-1610-7617	Pool Chemicals	1,383.31
100-1610-7618	Building Supplies	3,051.74
100-1610-7636	Uniforms	82.95
100-1610-7650	Vehicle Maintenance	486.82
100-1610-7652	Building Maint Services	19,655.11
100-1610-7660	Other Services	7,875.00
100-1805-7612	Publications and Dues	0.99
100-1805-7614	Office Supplies	40.50
100-1805-7653	Bank Charges	410.23
100-1805-7980	Other Expenses	222.56
100-1810-7610	Travel, Mtgs & Conf	375.00
100-1810-7611	Training	806.02
100-1810-7660	Other Services	165.00
100-1810-7980	Other Expenses	75.53
100-1815-7632	Software Maintenance	1,619.90
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	4,286.72
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	387.50
100-1825-7613	Duplications And Photos	92.58
100-1825-7626	Postage	70.10
100-1825-7674	Retiree Health Insurance	3,525.00
100-1830-8100	Vehicle Replacement (Cap...	4,993.55
100-2012	Green Building Fees Payab..	1.00
100-2013	Strong Motions Fees Paya...	812.50
100-2120	Refundable Deposits	500.00
100-2121	Pass Through Deposits	2,860.00
100-2122	Disability Access & Educ P...	4.00
100-4004	Business License Tax	170.40
100-4201	Building Permits	587.00
100-4408	Property Rental	3,701.02
100-4801	Youth & Adult Recreation...	40.00
100-4816	Senior Recreation Class F...	40.00
100-5004	Other Revenue	-40.59

Account Summary

Account Number	Account Name	Payment Amount
225-2127	Retention Payable	-20,503.81
225-2250-8100	Other Capital Improvemnts	65,976.11
240-2405-7890	Repairs-Traffic Signal	4,680.76
240-2410-7662	Other Serv-Citywide	250.00
240-2410-7663	Other Serv-Medians	651.68
240-2410-7888	Repairs-Citywide	447.26
240-2410-7891	Repairs-Medians	665.52
240-2410-7909	Tree Trim-Residential	1,083.35
300-3005-8060	Sidewalk Improvements (...)	44,100.00
320-3205-8013	Vehicles (Capital)	1,763.37
440-4405-7614	Office Supplies	169.21
440-4405-7650	Vehicle Maintenance	46.83
470-4705-8070	Street Improvements (Cap...	300,000.00
Grand Total:		832,621.01

Project Account Summary

Project Account Key	Payment Amount
None	414,212.66
202102-Cap Improv-CH CDBG ADA Improvement	520.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.12
202207/225-2250-8100-Other Cap-FY22 St Rehab	65,976.11
202207/3005-8060-Sidewalk Improv-2022 Rehab Proj	44,100.00
202207/4705-8070-Street Improv-2022 Rehab Project	300,000.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	693.10
202212-Pass Thru Dep-Solana MBK Site B	2,860.00
250004 - Property Rent - Nextel Rent (Otis Gordon)	3,701.02
Grand Total:	832,621.01



PUBLIC SAFETY STATUS REPORT April 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently exactly even as compared to last year to date.
2. Special Assignment Team	The Special Assignment team has focused on catalytic convertor thefts and have adjusted their hours accordingly to the early morning hours.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. We are currently servicing one female adult in this program. <u>This program ends in May of 2022.</u>
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. <u>Tony assisted in completing the LAHSA homeless count on February 22.</u>
3. Riverbed Areas	The Army Corps of Engineers and the City of Irwindale are working on a proposed clean-up in the riverbed south of Huntington Drive.
4. Foothill Unity Center & Union Station Services	The City of Duarte contracted with Union Station for navigation services from January 1, 2022, to March 31, 2022, and have contracted with Foothill Unity Center for navigation services from April 1, 2022, to June 30, 2022. This was to bridge homeless navigation services while the San Gabriel Valley Council of Governments executed agreements with providers for services to be provided to cities in the San Gabriel Valley.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106

PROJECT/PROGRAM STATUS	
	Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended March 31, 2022
(75.0% of FY 2021-22 Completed)

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Budget-to-Actual Report

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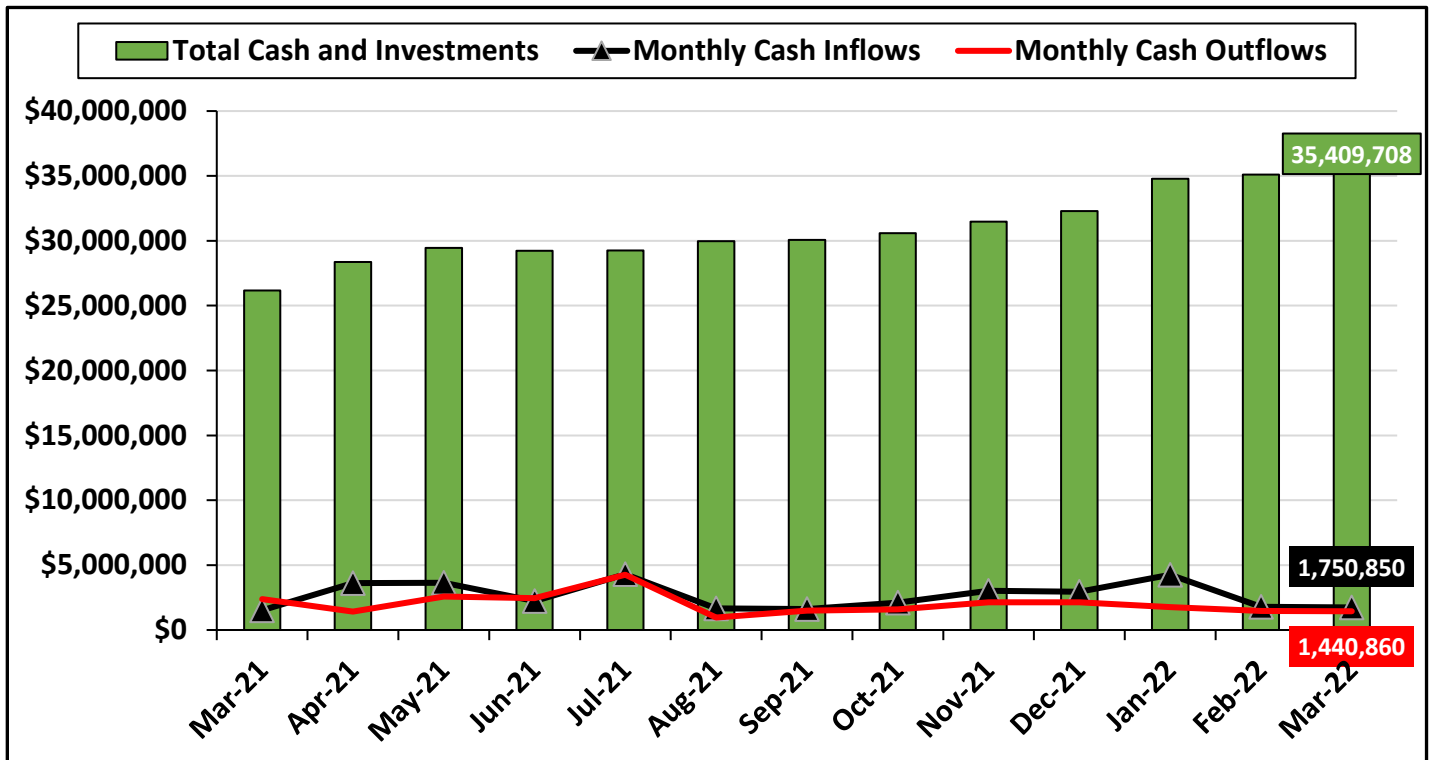
Revenue, Expenditures, Transfers and Surplus/Deficit by Fund 12

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CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended March 31, 2022

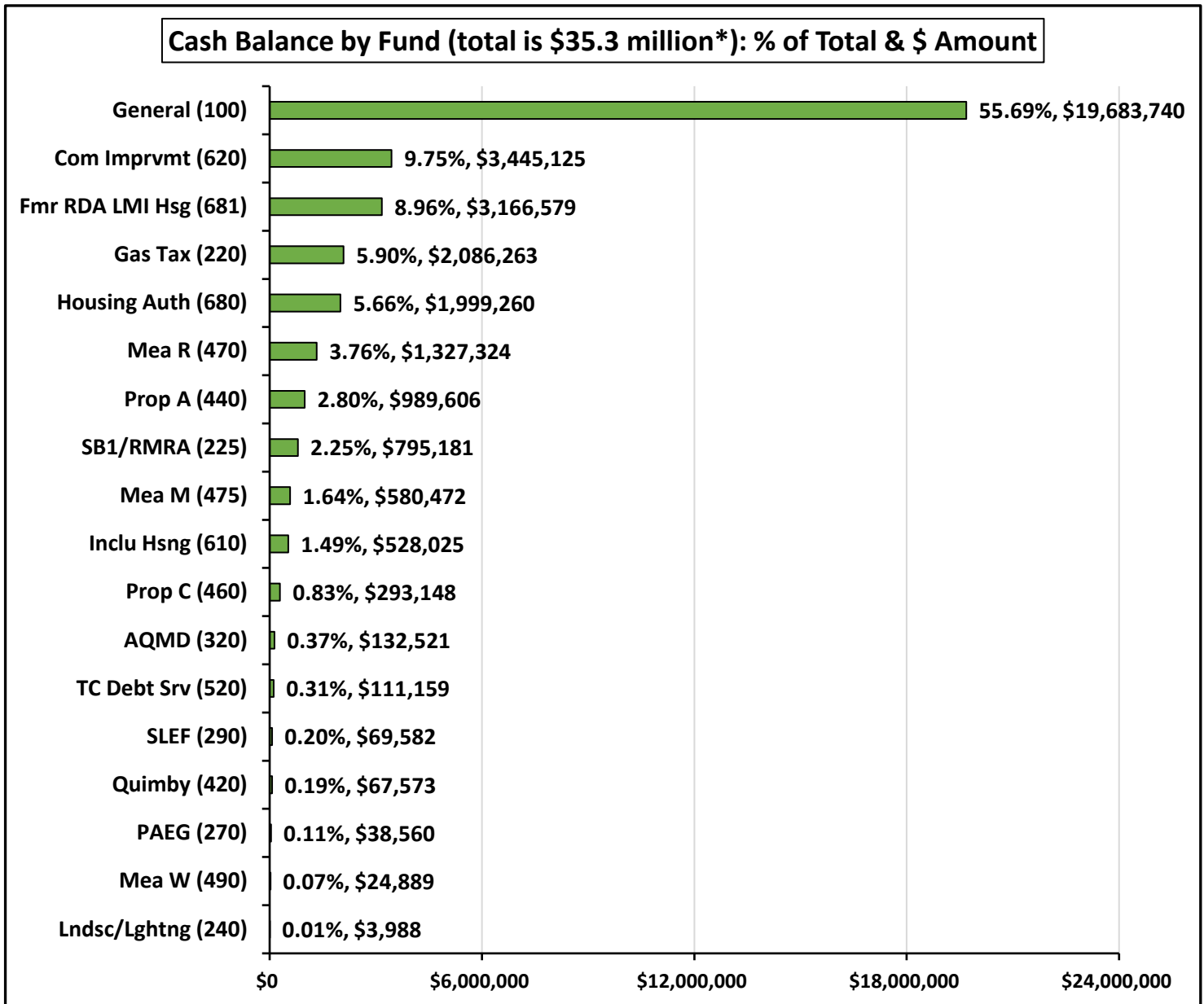
MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (03/01/2022)	\$19,632,336	\$15,467,383	\$35,099,719
Cash Inflows			
Receipts	\$1,750,850	\$0	\$1,750,850
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,750,850	\$0	\$1,750,850
Cash Outflows			
Disbursements	\$1,440,860	\$0	\$1,440,860
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,440,860	\$0	\$1,440,860
Net Activity	\$309,989	\$0	\$309,989
Ending Balance (03/31/2022)	\$19,942,325	\$15,467,383	\$35,409,708



*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 March 31, 2022*



*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

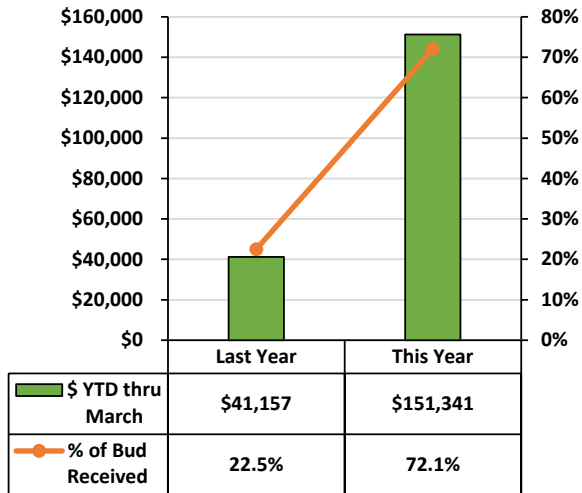
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year



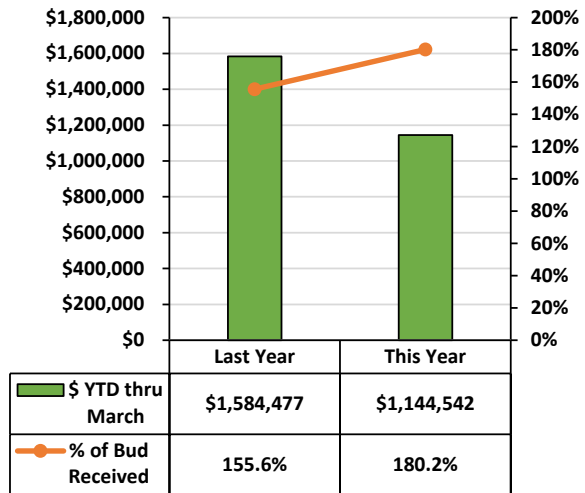
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year

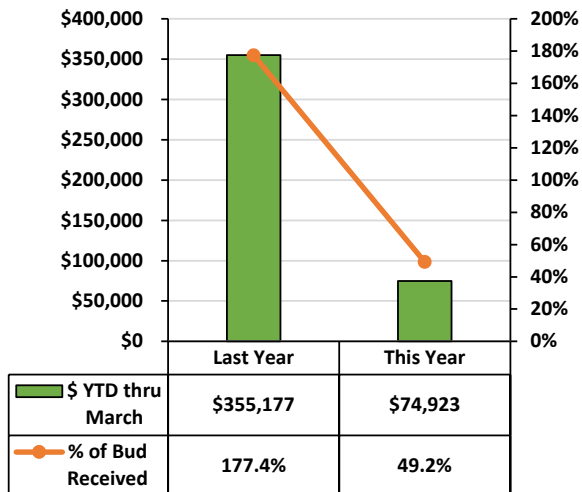
Recreation Fees



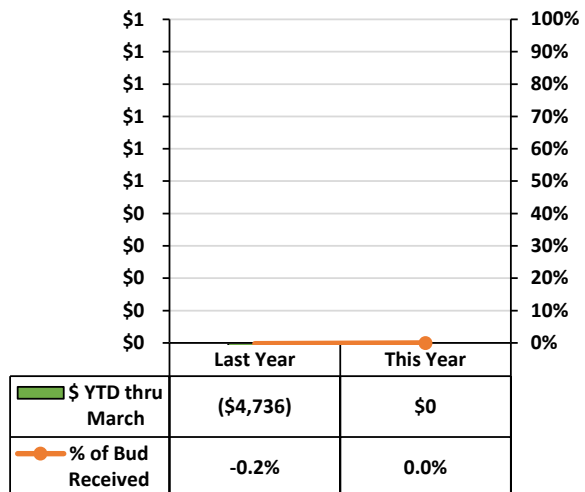
Other Service Charges



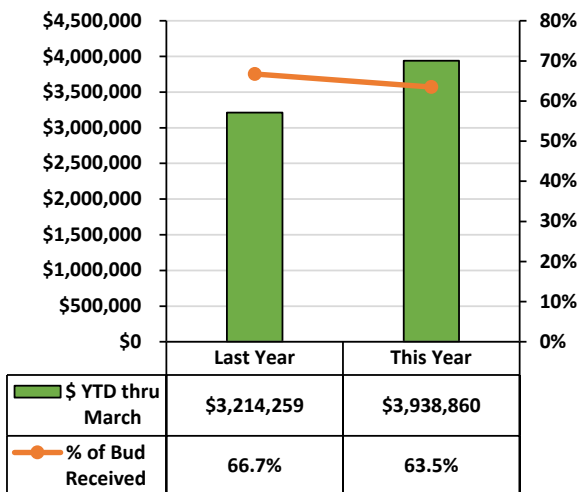
Miscellaneous



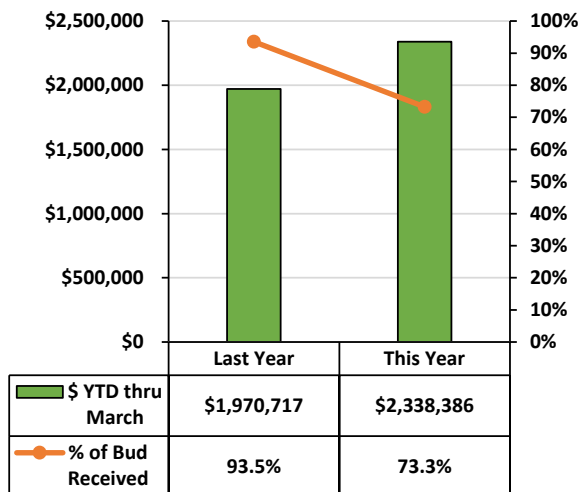
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through March versus Prior Year



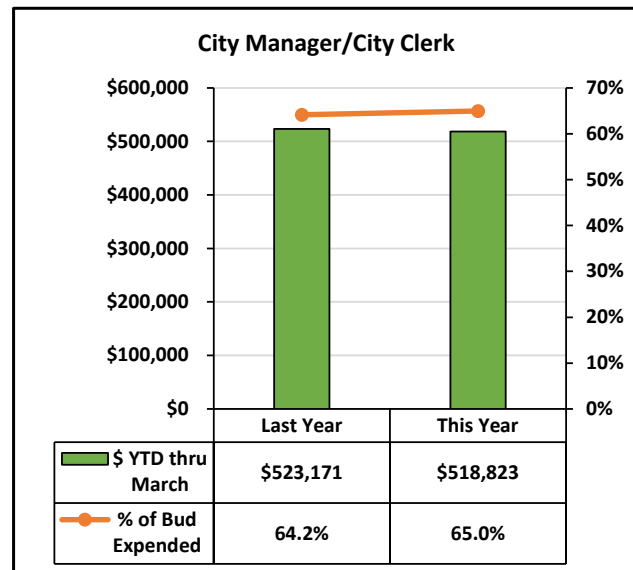
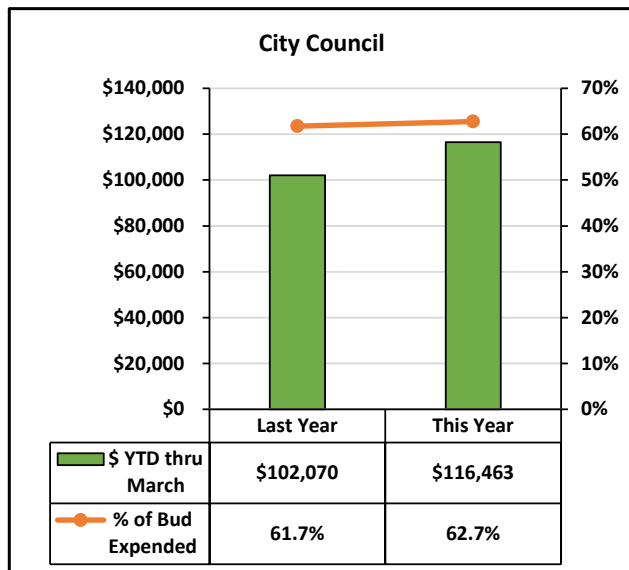
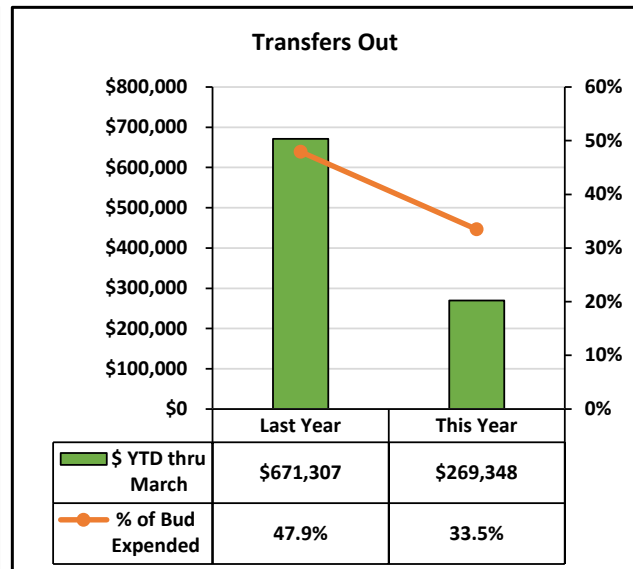
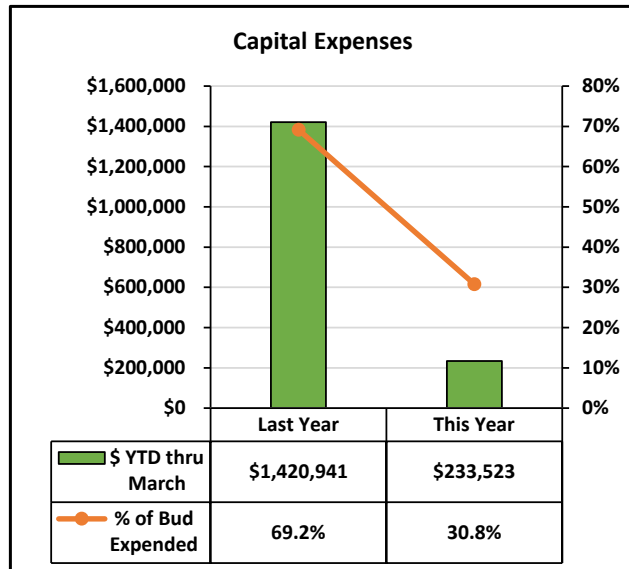
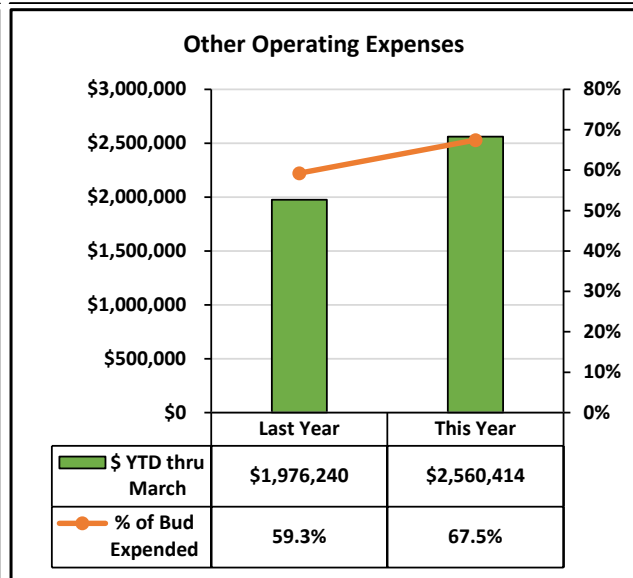
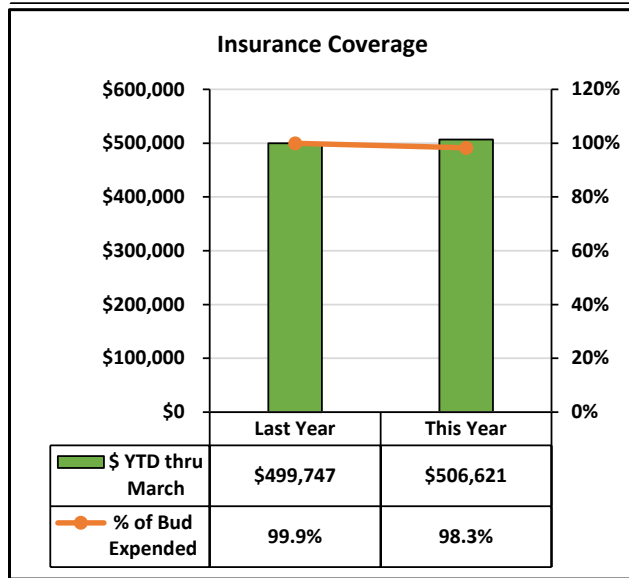
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



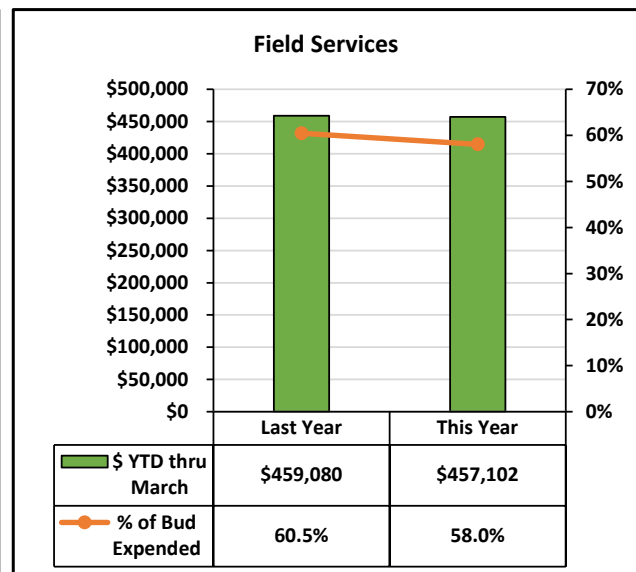
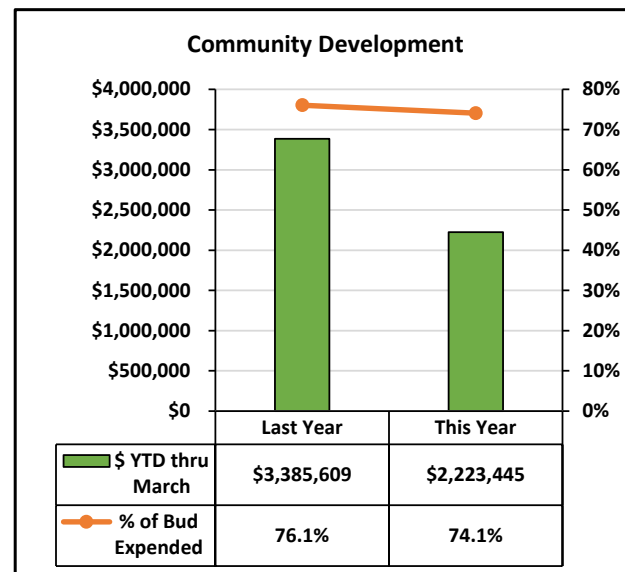
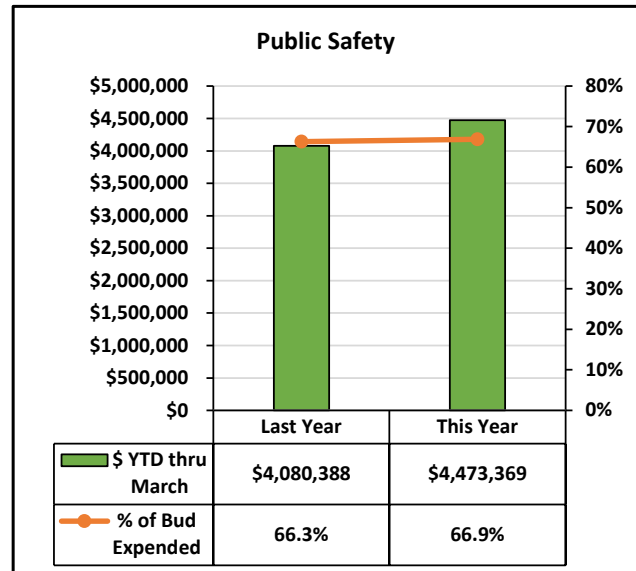
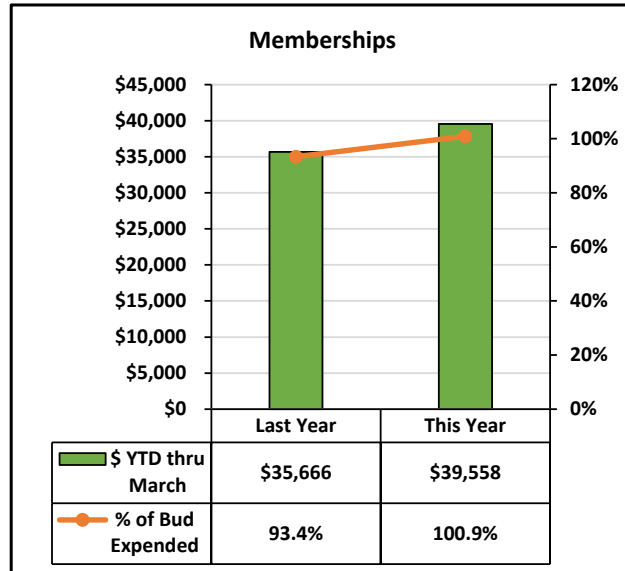
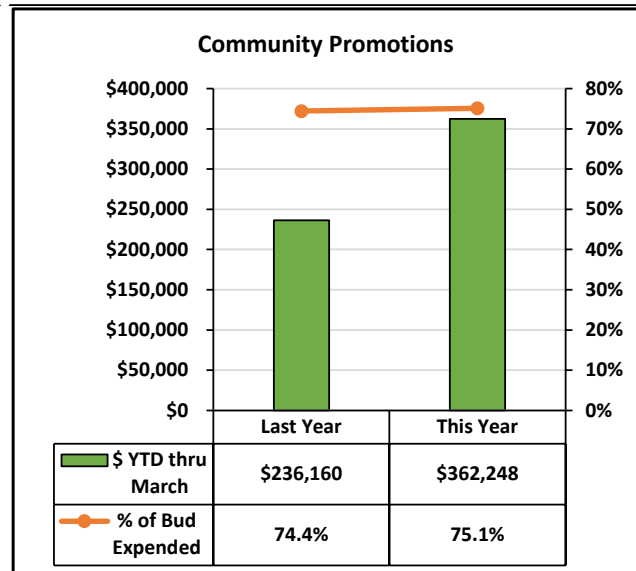
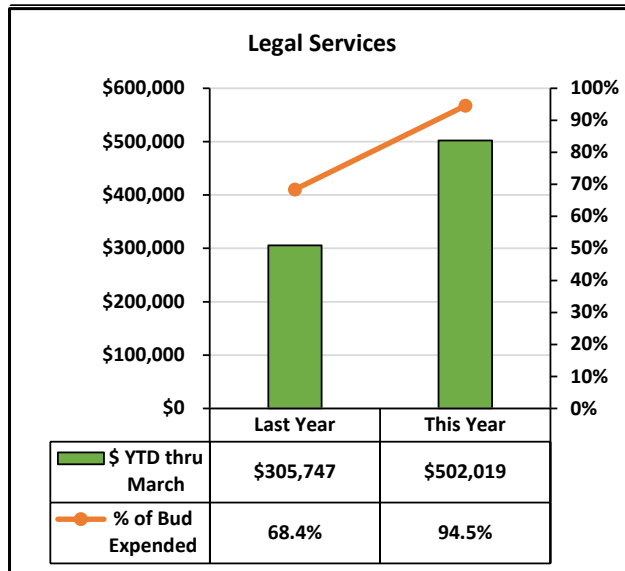
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



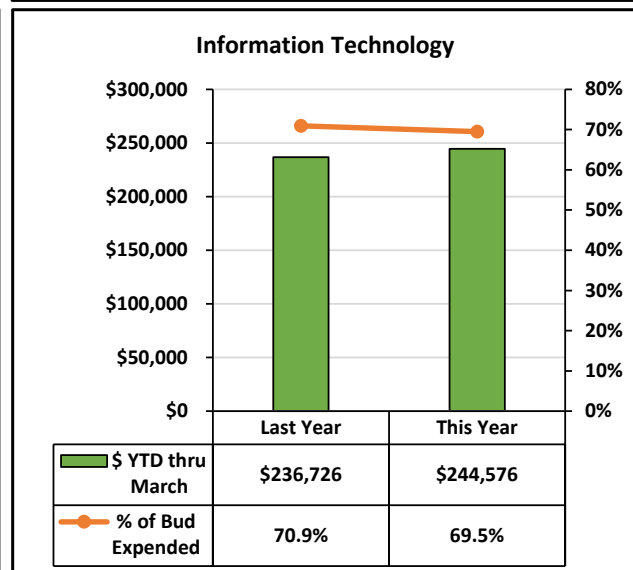
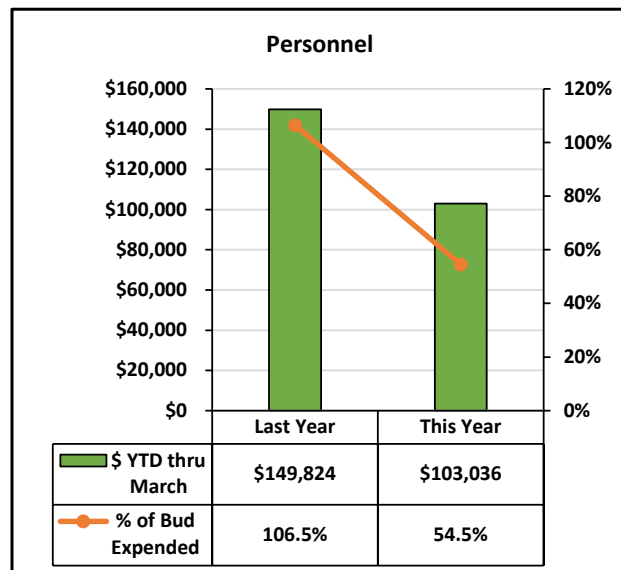
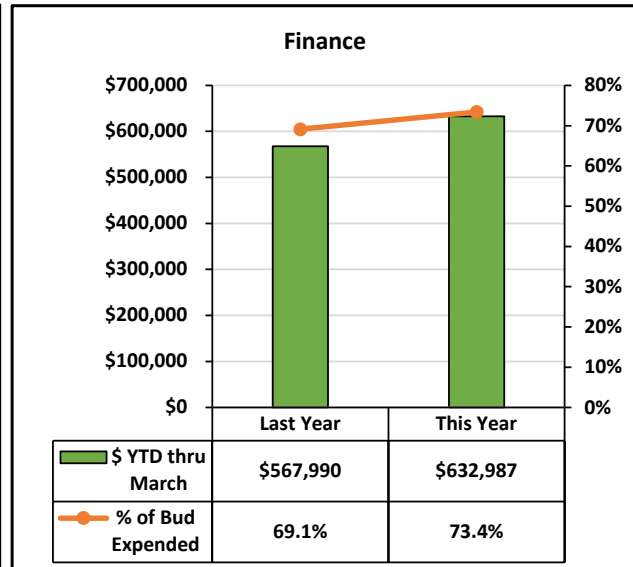
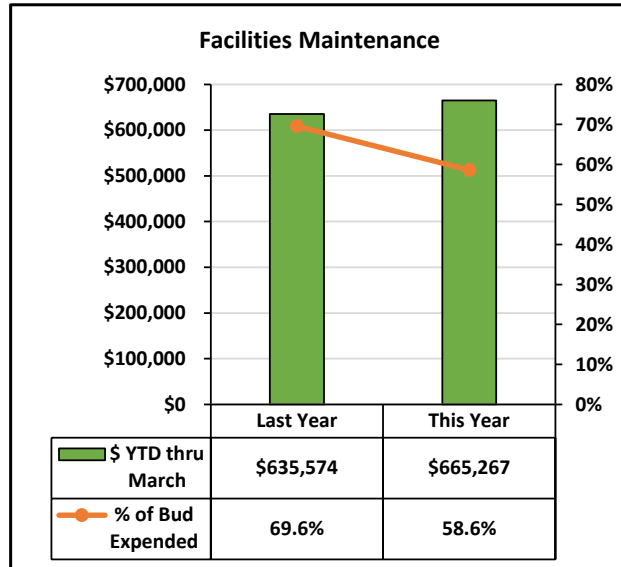
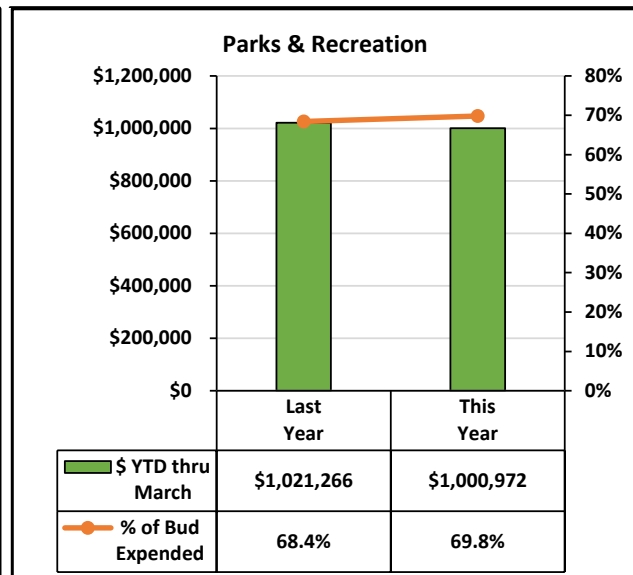
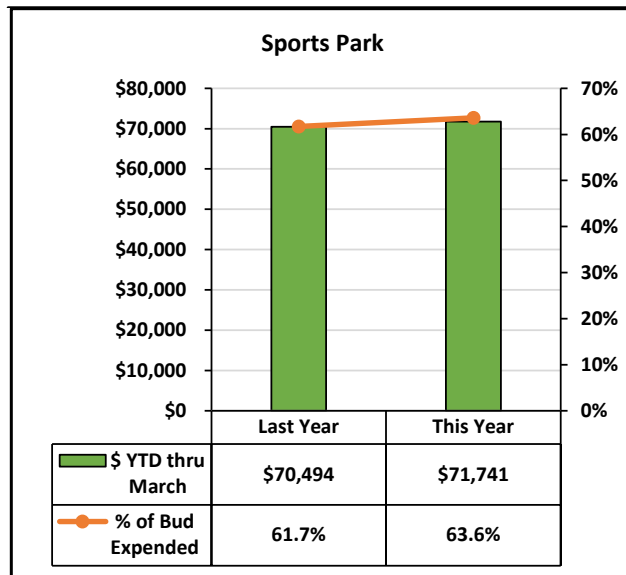
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



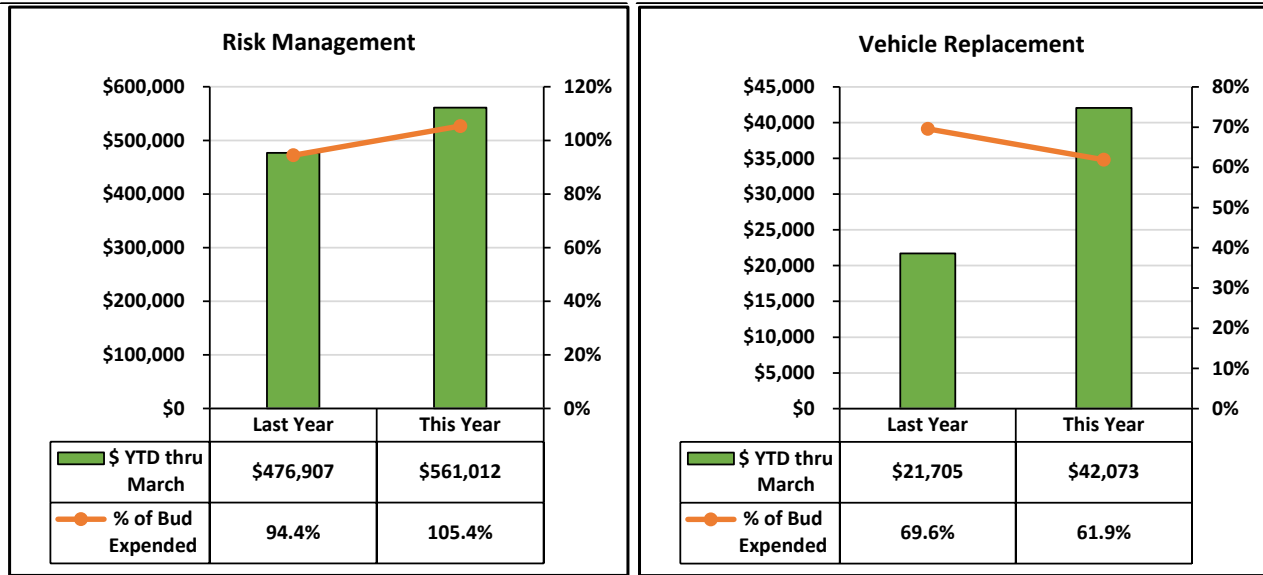
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through March versus Prior Year



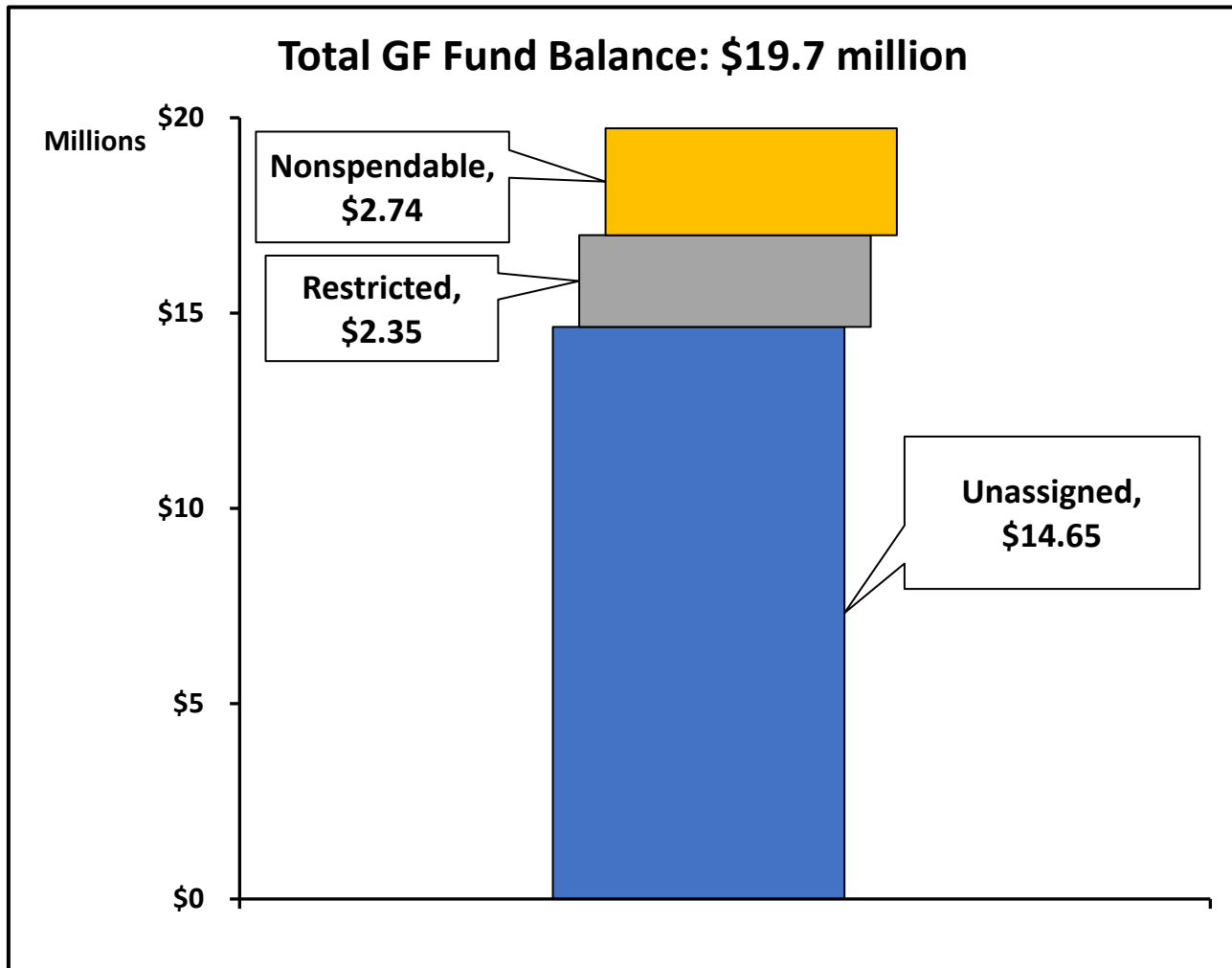
CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2021-22 Year-to-Date Through March

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	14,961,933	0	13,565,672	269,348	1,126,913	20,861,020
220	Gas Tax	2,095,465	347,673	0	370,777	0	(23,103)	2,072,362
225	SB1/RMRA	546,342	248,839	0	0	0	248,839	795,181
240	Lghtng & Lndscpng	105,278	581,377	0	721,552	0	(140,175)	(34,897)
260	CDBG	(36)	3,658	0	3,950	0	(292)	(328)
270	PAEG	36,139	16,371	0	13,950	0	2,421	38,560
290	Supp Law Enfrcmnt	0	161,307	0	103,375	0	57,932	57,932
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	13,619	0	11,249	0	2,370	132,522
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	40	0	0	0	40	67,573
440	Prop A	825,277	448,706	0	312,661	0	136,045	961,322
460	Prop C	182,526	340,334	0	252,840	0	87,494	270,020
470	Mea R	1,071,493	255,830	0	0	0	255,830	1,327,323
475	Mea M	339,987	288,985	0	48,500	0	240,485	580,472
490	Mea W	50,454	25	0	25,591	0	(25,565)	24,889
520	Town Cntr Debt Serv	262,101	89	0	151,030	0	(150,941)	111,160
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	309	0	0	0	309	528,025
620	Community Impr	776,404	321,045	48,511	266,107	0	103,449	879,853
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	1,422	0	21,819	0	(20,396)	1,999,261
681	Fmr RDA L/M Hsg	4,055,055	1,855	1,200,000	8,578	0	1,193,277	5,248,332
Total - All Funds		32,826,845	17,993,418	1,469,348	16,098,486	269,348	3,094,932	35,921,777

CITY OF DUARTE

Components of Fund Balance in the General Fund as of 7/1/2021



"Nonspendable" Fund Balance: \$2.74 million: "Nonspendable" fund balance consists of assets that are inherently unspendable in their current form. All of Duarte's \$2.74 million in nonspendable assets consist of the book value of land held for resale.

"Restricted" Fund Balance: \$2.35 million: Consists of amounts with externally enforceable legal restrictions on the use of the funds. Of the City's restricted funds, the largest portion - over \$2.1 million - may only be used to enhance economic development within the Town Center Specific Plan area.

"Unassigned" Fund Balance: \$14.65 million: This category of fund balance is generally synonymous with the City's discretionary General Fund reserves. These funds may be used for any legitimate governmental expense.

CITY OF DUARTE
Capital Improvement Program (CIP) Project Budget-to-Actual Status
FY 2021-22 Year-to-Date Through March

Project Name	21-22 Budget	YTD Expenses	% of Budget Expended
Streets and Roads			
Annual Street Rehabilitation Project (incl PS&E)	661,480	411,705	62%
Mea. M Multi-Year Sbrgnl Plan (1st/Last Mile & Strts)	648,342	66,372	10%
Duarte Road Sidewalk and Pedestrian Lighting	467,300	461,456	99%
Highland and Huntington Traffic Signal Upgrades	360,000	21,900	6%
Buena Vista/Central/Evergreen Traffic Signal Imp	300,000	0	0%
ATP Cycle 4	247,000	136,490	55%
Annual Concrete Repair Project	150,000	0	0%
Towncenter Sidewalk Improvments	125,000	12,310	10%
Annual Striping Project	50,000	0	0%
Annual Trench Repair Project	40,000	0	0%
Huntington Drive PS&E And Traffic Study	40,000	0	0%
Subtotal - Streets and Roads	3,089,122	1,110,233	
NPDES			
CPS/ ARS Catch Basin Unit Installation - LA County	110,000	0	0%
CPS/ ARS Catch Basin Unit Installation - Citywide	80,000	60,277	75%
Coordinated Integrated Monitoring Program	70,989	0	0%
Subtotal - NPDES	260,989	60,277	
Municipal Buildings, Grounds, Parks & Trails			
Duarte City Hall Courtyard Improvement Project	650,000	121,956	19%
South Yard Fencing	262,000	0	0%
Duarte Park Playground Equipment	211,000	0	0%
Civic Center Paint/Fascia Project	120,000	0	0%
Electronic Sign Upgrades	100,000	0	0%
City Hall Interior Counter Tops ADA Compliance	85,000	0	0%
Subtotal - Muni Bldgs, Grounds, Parks & Trails	1,428,000	121,956	
TOTAL - ALL CIP PROJECTS	4,778,111	1,292,466	



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | accessduarte.com

April 27, 2022

The Honorable Kathryn Barger
Los Angeles County Board of Supervisors
500 West Temple Street,
Los Angeles, CA 90012

Dear Supervisor Barger,

Our city contracts with the Los Angeles County Sheriff's Department to provide patrol and public safety services for our community. We have a longstanding cooperative relationship with Sheriff's Department officials that has led to exceptional public safety services for our residents and businesses.

We are concerned, however, that our level of public safety services may be changing. Specifically, we are getting reports that the Sheriff is having difficulty deploying enough deputies to ensure the safety of our community, and that fully staffing all patrol shifts is requiring deputies to work a considerable level of overtime.

This problem of understaffing has been growing for several years. The pandemic has only made matters worse. Given that recruitment and retention of highly qualified personnel is a goal we all share, we ask that you ensure our deputy sheriffs are being compensated at a level that is competitive with surrounding agencies. We want to be certain to provide a compensation package that properly motivates our County's sworn personnel.

The issue of understaffing is compounded by the economic realities of the increasing rate of inflation. We all know prices are increasing, but real data shows the severity of the lost purchasing power for our deputies. The Los Angeles-area Consumer Price Index is currently increasing at an annual rate of 8.5%.

We support our deputies and the high-quality public safety services they provide. We know you understand the importance of public safety to our community and to our local economy, and we urge you to make sure we can deploy our patrol deputies in sufficient numbers without relying excessively on overtime shifts.

Sincerely,

Margaret Finlay, Mayor
City of Duarte



Proclamation

ARMENIAN HISTORY MONTH

WHEREAS, the Los Angeles County has the largest Armenian community in the United States; and

WHEREAS, an estimated 214,618 Armenians live within Los Angeles County; and

WHEREAS, we should celebrate the determination and faith of Armenian Genocide survivors and their decendents; and

WHEREAS, we recognize the Armenian community's struggle for inclusion and equity; and

WHEREAS, we appreciate the rich history and contributions of the Armenian community; and

WHEREAS, we honor the proud and deserving Armenian community; and

WHEREAS, Los Angeles County leaders designated the month of April as Armenian History Month; and

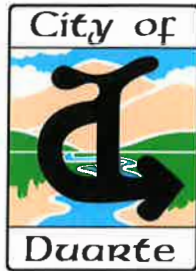
WHEREAS, the City of Duarte celebrates the Armenian culture and recognizes thier history and accomplishments; and

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims April 2022, as ARMENIAN HISTORY MONTH in the City of Duarte.

Margaret Finlay, Mayor

ATTEST:

Annette Juarez, City Clerk
Duarte, California



AGENDA REPORT

MEETING DATE: April 19, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Professional Services Agreement with MIG, Inc. for the preparation of a mitigated negative declaration and associated Historic Assessment for the Morrison House at Westminster Gardens

RECOMMENDATION: Authorize the City Manager to approve a Professional Services Agreement with MIG Inc., in the amount of \$42,600 for: 1) the preparation of a mitigated negative declaration; and 2) associated Historic Assessment for the Morrison House at Westminster Gardens

FISCAL IMPACT: There will be no direct cost to the City. Prior to initiating the project HumanGood, the property owner, will place funds on deposit to cover consultant cost

BACKGROUND

HumanGood, the owner of Westminster Gardens, has developed plans for upgrades to Morrison House, one of the older buildings on the property. Because of the historical significance of the building, a Phase I and Phase II historical assessment of the proposed renovations is required. To comply with the California Environmental Quality Act (CEQA) an Initial Study and Mitigated Negative Declaration is also required. HumanGood has expressed its desire to update its Specific Plan in the near future but desires to move forward with the Morrison House upgrades immediately.

Based on current Staff workload and the need for an experienced historical professional to complete the analysis, MIG, Inc, was asked to submit a proposal to complete the work. MIG has completed other environmental projects for the City including the Town Center Specific Plan and EIR and the Duarte Station Specific Plan and EIR. For this project, MIG will coordinate with Historic Resources Group (HRG), a subconsultant that will complete the historic assessment portion of the project.

DISCUSSION/ANALYSIS

The Morrison House is clearly an historic resource to the Westminster Gardens campus and the city. It has been well maintained over the years but is in need of repair and upgrade to keep it a viable structure on the campus. Proposed upgrades include: accessibility improvements; courtyard redesign; solar panel installation; renovation of the interior space for administrative offices; enclosure of the existing portico; new entry door; addition of new elevator; building addition for public restroom; new kitchen; general interior repair; and the addition of guest suites.

Buildings of the historical quality of the Morrison House are typically required to meet the Secretary of the Interior's Standards for Rehabilitation. In addition to providing a full assessment of the historical significance of the building, the historic analysis will also provide an evaluation of the proposed renovation plans.

The MIG and HRG group is well qualified to complete the work outlined in the attached proposal. The total project cost will be \$42,600. As with all CEQA projects, the City will manage the consultant contract and HumanGood will be responsible for paying for all work. Prior to starting work, HumanGood will provide a deposit for the contract amount and the City will ensure payment when work is complete.

RECOMMENDATION

Authorize the City Manager to approve a Professional Services Agreement with MIG Inc., in the amount of \$42,600 for: 1) the preparation of a mitigated negative declaration; and 2) associated Historic Assessment for the Morrison House at Westminster Gardens.

FISCAL IMPACT

There will be no direct cost to the City. Prior to initiating the project HumanGood, the property owner, will place funds on deposit to cover consultant cost.

ATTACHMENTS

Professional Services Agreement
MIG Proposal

CITY OF DUARTE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and effective as of **April XX, 2022** ("Effective Date"), by and between the **CITY OF DUARTE**, ("City") and **MIG, Inc.**, 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. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until August 31, 2022 or until the tasks listed in the Scope of Work are completed, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the parties.

2. SERVICES AND PERFORMANCE

- A. In compliance with all terms and conditions of this Agreement, the Consultant shall provide **Environmental Services for the Westminster Garden/Morrison House Project**, which services may be referred to herein as the "services" or "work" hereunder. The Scope of Service may also include additional tasks described in Consultant's letter attached hereto as Exhibit "A." In the event of any inconsistency between the terms of Consultant's letter and this Agreement, the terms of this Agreement shall govern.
- B. As a material inducement to the 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 work and services contemplated herein and, in light of such status and experience, Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder.
- 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) this Agreement.
- D. Consultant shall obtain 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.

- E. Consultant shall provide all services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of the 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.

3. MANAGEMENT

The City's Community Development Director shall represent City in all matters pursuant to the administration of this Agreement, review and approval of the services performed by Consultant, and the City Manager shall have the authority, subject to the limitations set forth in Section 4, 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 James Ross, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

4. COMPENSATION

- A. City agrees to pay Consultant an amount not to exceed \$42,600, based on the scope of services and hourly rates set forth in Consultant's letter attached hereto as 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.
- C. Consultant shall be paid on a monthly basis and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual services performed. Consultant shall be paid on the next regular council warrant after all required paperwork is submitted. If the 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 report stating the basis for such dispute.

5. 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 report to the City pursuant to Section 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), the City may first serve upon the 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. In the event that the Consultant fails to cure the default within the specified period of time, the City shall have the right to immediately terminate this Agreement pursuant to 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 the City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy of such default.

6. 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 shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Consultant shall provide such items to City promptly upon completion of the Agreement. Any use of such documents for other projects by the City shall be without liability to Consultant.

- 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.

7. INDEMNIFICATION

Consultant shall defend, indemnify and hold harmless the City from and against all damages and liability caused by the negligent actions or willful misconduct of the Consultant or its employees, agents, or representatives. Consultant shall not be responsible for any damages or liability to the extent caused by the negligence or willful misconduct of the City or any of its employees, agents, or representatives acting in an official capacity.

8. INSURANCE

Without limiting Consultant's indemnification obligations as set forth in this Agreement, the Consultant shall procure and maintain, at its sole cost and expense, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

- A. Commercial General Liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per occurrence.
- B. Business Auto Coverage written on a per accident basis in an amount not less than \$1,000,000 per accident. If Consultant or Consultant's employees use personal autos in connection with the performance of work under this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person.
- C. Worker's Compensation providing statutory benefits as required by California law.
- D. Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors or omissions of the 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.
- E. All of the insurance policies required hereunder, except the worker's 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. Bests rating of B++ or better and a minimum financial size VII.

- (2) The policies shall be endorsed to name the 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 the 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) The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change.
- F. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from the 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.
- G. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance evidencing the above insurance coverages and said Certificates of Insurance are reasonably approved by the City. Certificates are to reflect that the insurer will provide 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, the Consultant shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph 8.
- H. The provisions of any workers' compensation or similar act 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.
- I. 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.

9. INDEPENDENT CONSULTANT

- A. Consultant is and shall at all times remain as to the City a wholly independent Consultant. 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 the 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 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.

10. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the 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 the 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.

11. 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 the Agreement during his/her tenure or for one 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.

12. 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, marital status, sexual orientation, national origin, or ancestry.

13. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

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

14. 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, or (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
 Attn: Craig Hensley
 Community Development Department
 1600 Huntington Drive
 Duarte, California 91010

If to Consultant: MIG, Inc.
 Attn: Laura Stetson
 1650 Spruce Street, Suite 106
 Riverside, CA 92507

15. GOVERNING LAW; ATTORNEY'S 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 all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees, and other related expenses. The Municipal and Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto 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.

16. RIGHTS AND REMEDIES ARE CUMULATIVE; AND 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 nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

17. SEVERABILITY

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

18. 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, are merged into this Agreement and shall be of no further force or effect.

19. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the parties hereto 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.

20. EFFECTIVE DATE

The Effective Date of this Agreement shall be the date set next to the signature of the City Manager below, which date shall be inserted into the preamble of this Agreement.

[end –signature page follows]

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement as of the Effective Date.

CITY OF DUARTE

**CONSULTANT
MIG**

By _____
Dan Jordan, City Manager

By _____
Laura Stetson

Its: _____

Date: _____

Date: _____

EXHIBIT "A"

CONSULTANT'S LETTER

[SEE FOLLOWING PAGES]



PLANNING AND ENVIRONMENTAL SERVICES

April 15, 2022

Craig Hensley

Community Development Director
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Re: Proposal to Provide Environmental Services for the Westminster Garden/Morrison House Project, City of Duarte, California

Dear Mr. Hensley:

We are pleased to submit this proposal to provide environmental services, for the adaptive reuse of the Morrison House located in the Westminster Gardens community. The budget of **\$42,600** presented herein includes an Initial Study and Mitigated Negative Declaration (IS/MND) and a Phase I and Phase II historic assessment report. The Historic Resources Group (HRG) will join our team for the preparation of the historic assessment. HRG has prepared many similar assessments throughout the San Gabriel Valley and southern California.

I will be the principal-in-charge of this project and Bob Prasse, our Director of Environmental Services, will be the project manager. We will work closely with the City to ensure a thorough and efficient environmental review process. If you have any questions or need additional information, please contact Bob Prasse at 909-519-5871 or BPrasse@MIGcom.com, or me at 818-388-4286 or Lstetson@MIGcom.com. Thank you for the opportunity to assist in the preparation of environmental documentation for this project.

Regards,

Laura Stetson
Principal

Approved:

Signature

Name

Title

Date

PLANNING | DESIGN | COMMUNICATIONS | MANAGEMENT | SCIENCE | TECHNOLOGY

1400 S. GARDEN STREET, SUITE 100 • BOSTON, MA 02114 • USA • TEL: 855-9222 • WWW.MIGCOM.COM
CHICAGO • DALLAS • DENVER • HOUSTON • LOS ANGELES • MIAMI • NEW YORK • PHOENIX • SAN FRANCISCO • SEATTLE • WASHINGTON

SCOPE OF WORK

PROJECT UNDERSTANDING

The City has requested environmental services for a project that will involve the adaptive reuse of the Morrison House located in the Westminster Gardens community. Included in our scope of work are the tasks needed to prepare an IS/MND. Also, due to the strong likelihood that the Morrison House has substantial historic significance, Phase I & II historic assessments are included, which will be prepared by HRG: Phase I includes the identification and documentation of the historic aspects of the Morrison House building and site, and Phase II will assess the potential impacts of the project on the identified historic resources.

Provided below is a preliminary list of the exterior and interior improvements anticipated by the City.

- Exterior Improvements
 - Redesign of the courtyard
 - Addition of a reflection pond
 - Replacement of existing pathway to make it ADA accessible
 - Enhancement of building entry path
 - Incorporation of service pathway around building
 - Accessible entrance to existing pool
 - BBQ patio outside El Sueño
 - Footbridge across existing concrete channel wash
 - Rooftop solar panel installation
- Interior Improvements
 - Renovation of the interior space for administrative offices
 - Enclosure of the existing portico
 - Addition of new entry shade structure at arrival
 - New entry door at main lobby
 - Addition of new elevator with three (3) stops
 - Addition of space behind El Sueño for public restroom
 - New kitchen
 - Interior finish and cosmetic repair work
 - Accessible restrooms
 - Guest suites

Based on our understanding of the project and the list of improvements identified above, with the exception of historic resources, we anticipate that there will be little or no project impacts with respect to other CEQA issues areas.

SCOPE OF WORK

Task 1 – Initiate Project, Data Collection

A project initiation/kick-off meeting will be held with City staff and the applicant to review the scope of work concerning the project description, project tasks, objectives, and work products. This meeting will also be an opportunity to discuss key project issues and concerns and establish communication protocols. During or prior to this meeting, it is anticipated that all available project documents will be provided to MIG.

Task 2 – Phase I & II Historic Assessment Report

- **PHASE I: HISTORIC RESOURCES ASSESSMENT**
 - Research: Includes a review of existing historic resource evaluations of the property and additional research as needed.
 - Site visit and photography to document existing conditions.
 - Draft Phase 1 report documenting the site development history; relevant context; architectural description, alterations, and character-defining features to inform project review; and historic resources evaluation. Includes preparation of California Department of Parks & Recreation (DPR) Form.
- **PHASE II: IMPACTS ANALYSIS**
 - Preliminary review of proposed project for potential impacts to character-defining features and spaces of the Morrison House. Provide preliminary feedback/resolution of any potential issues in order to lead to a positive outcome.
 - Prepare Historic Resources Assessment Report, including analysis from Phase 1 and impacts analysis conducted in Phase 2.
- **CONSULTATION**
 - Allowance for consultation with project team or City staff, if requested. As needed, billed hourly.

Task 3 – Prepare Administrative Draft IS/MND

MIG will use the CEQA Guidelines Appendix G Standard Environmental Checklist or the City's version of the checklist, if appropriate, for the Initial Study analysis of the project. MIG will provide thorough and comprehensive answers to each IS Checklist Question which will be supported by tables, figures, maps, and graphics as appropriate with source information referenced. The IS/MND document will include the following components described below.

Introduction

MIG will describe the purpose and organization of the IS/MND, and the need for the IS according to CEQA Guidelines. The intent is to provide the CEQA Lead Agency (the City of Duarte) and the public with detailed information about the project's environmental effects and any measures required to mitigate potentially significant impacts.

Existing Conditions and Project Description

The existing physical conditions on the site and in areas surrounding the site will be described to establish baseline conditions for the project. The project description will then be compared to the existing conditions and serve as the basis for all subsequent analyses of environmental impacts and, thus, is an essential component of the environmental document. MIG will formulate an accurate and well-defined project description containing a comprehensive description of all aspects of the project, including activities and processes that will occur on the site, as well as any off-site improvements necessary to implement the project. The project description will also list the required permits needed to implement the project.

CEQA Checklist Issue Areas

MIG will describe physical changes to the environment that could result from the construction and operation of the project by addressing the 80+ questions within the 20 issue areas in the Initial Study Environmental Checklist. MIG will use the IS Checklist Questions, project plans, relevant Thresholds of Significance, and City of Duarte policies to determine significant impacts. Mitigation measures and/or avoidance and minimization measures will be recommended to reduce potentially significant impacts to less than significant levels, as necessary.

Task 4 – Public Draft IS/MND

Following receipt from the City of one consolidated comment document on the Administrative Draft IS/MND, MIG will prepare a draft screen check document that addresses the comments. MIG will then submit the screen check draft for final review and comment. Upon approval of the screen check document, MIG will prepare a Public Draft IS/MND as well as the CEQA Notice of Intent (NOI) to adopt a Mitigated Negative Declaration. MIG will be responsible for notice distribution and filing with the Los Angeles County Clerk, and posting with the State Clearinghouse, including required forms. This task assumes that the City will be responsible for ads published in the local newspaper and any physical on-site posting that may be required by City regulations.

Task 5 – Final Documents: Response to Comments, MMRP, and Required Notices

Following the conclusion of the 30-day CEQA public review period of the Public Draft IS/MND, MIG will, if needed, assist the City in responding to any written comments received, including the preparation of written responses, if necessary.

MIG will also prepare the Mitigation, Monitoring, and Reporting Program (MMRP) for all mitigation measures adopted as part of an MND to ensure the mitigation measures are implemented as intended by the IS/MND. MIG will prepare an MMRP pursuant to Section 15097 of the State CEQA Guidelines that will be a table of all the mitigation measures included in the IS/MND. The City of Duarte will use the table to track the implementation and monitoring of the mitigation measures. For each measure, the responsibility for ensuring proper implementation will be identified along with the timing and method of verification.

Immediately following the City's approval of the project and adoption of the IS/MND, MIG will provide a draft Notice of Determination (NOD) to the City for their review. Following City approval of the NOD, MIG will file it with the Los Angeles County Clerk's Office within five working days of project approval. At the time of the filing, fees will need to be provided by the applicant under the State of California Fish and Game Code section 713. This fee is not included in our proposal.

Task 6 – Meetings and Hearings

This task assumes MIG's participation in one internal meeting with the City and/or applicant and attendance at one public hearing for the adoption of the IS/MND. The meetings will be attended by lead MIG environmental staff. The budget for this task does not include the project kick-off meeting which is covered under Task 1.

Task 7 – Project Management

MIG recognizes that frequent, immediate, and clear communication with the project team is essential to keep the environmental review phase of the project on track. MIG has allocated budget for communication and coordination with the City and other project team members to ensure we can communicate clearly and effectively. Additionally, this budget covers contractual matters, case administration, and our quality control review process.

BUDGET

The cost for this project is estimated to be **\$42,600** based on time and materials. Expenses will be billed at cost plus ten percent. Invoicing will occur monthly based on time and materials. Payments are due and payable within 30 days of receipt of invoice to MIG, 800 Hearst Avenue Berkeley, CA 94710. As the project progresses, if there is a change in scope or additional time and efforts are needed, an amendment to the budget will be requested before proceeding. A summary of the budget, with amounts estimated for each task, is provided below. Our budget is based on a total not-to-exceed budget for all listed tasks and allows for a shift of funds among tasks, provided the overall budget amount is not exceeded.

Task	Cost
1. Initiate Project, Data Collection	\$3,200
2. Phase I & II Historic Assessment	\$15,500
3. Prepare Administrative Draft IS/MND	\$12,000
4. Prepare Public Draft IS/MND	\$3,200
5. Prepare Final Documents - MMRP, RTC, NOD	\$3,000
6. Meetings and Hearings	\$2,000
7. Project Management	\$3,200
<i>Labor Cost Subtotal</i>	<u>\$42,100</u>
<i>Expenses</i>	\$500
<i>TOTAL (labor + expenses)</i>	<u>\$42,600</u>

SCHEDULE

We anticipate that the Phase I & II historical assessment will take approximately six weeks to complete. The Administrative Draft IS/MND would then be completed approximately two weeks later. We estimate that it will take another five weeks to complete the final Public Draft IS/MND, including an estimated three-week review time by the City for the Administrative IS/MND, and two weeks for MIG to make final revisions based on the City's review. A preliminary schedule is provided below

Activities	Weeks	Cumulative Weeks
Phase I & II Historical Assessment	6	6
Admin. Draft IS/MND	4	8
Public Draft IS/MND Completed	5	13
30-Day Public Review	3	14-17
Planning Commission Hearing		TBD



MEMORANDUM

TO: Mayor and Councilmembers
FROM: Daniel Jordan, City Manager
DATE: April 21, 2022
SUBJECT: **APPROVAL OF CITY COUNCIL CONFERENCE ATTENDANCE**

1. Mayor Pro-Tem Paras-Caracci
California Contract Cities Annual Municipal Seminar
Indian Wells, CA
May 12-15, 2022

Registration: \$750.00
Hotel: \$797.92
\$1,547.92

2. Councilmember Garcia
California Contract Cities Annual Municipal Seminar
Indian Wells, CA
May 12-15, 2022

Registration: \$750.00
Hotel: \$797.92
\$1,547.92