

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: March 22, 2018
SUBJECT: Comments on Agenda Items, Meeting of March 27, 2018

A Workshop will be held at 5:30 p.m. to discuss issues and matters related to homelessness.

ITEM 7.A. A proclamation will be presented declaring March 2018 as Elks Recognition Month in the City of Duarte. This also marks the official 150-year formation of the National Elks Lodge movement, and the City thanks the Duarte Elks Lodge for its inspiration and support of youth, veterans, and the community at large for over 96 years in the City. Mr. Jerry Delker will accept the proclamation on behalf of the Elks Lodge.

ITEM 7.B. A proclamation will be presented proclaiming April 2018 as DMV/Donate Life California Month in the City of Duarte. The City encourages all residents to check “Yes” when applying for or renewing their driver’s license or I.D. card, or to sign up at www.donateLIFeCalifornia.org or www.doneVIDAcalifornia.org. Mr. Jesse Cruz from One Legacy will accept the proclamation.

ITEM 7.C. Public Safety Director Brian Villalobos will provide an update on all public safety matters.

ITEM 11.D (Consent). This item recommends City Council authorization to forward the 2016 and 2017 General Plan Housing Element Annual Progress Reports to the Governor’s Office of Planning and Research. Government Code Section 65400 establishes the requirement that each city and county prepare an annual report on the status of the Housing Element, the actions taken toward completion of the program, and the status of the local government’s compliance with the deadlines in its housing element.

The 2016 and 2017 Annual Reports reflect the City’s progress during the fourth year of the Regional Housing Needs Allocation (RHNA) planning period (January 1, 2014 – October 1, 2021) for the fifth cycle Housing Element. The RHNA allocates the amount of housing growth each jurisdiction must plan for in its housing element by providing “adequate sites” through zoning.

ITEM 13. Staff is recommending the awarding of a multi-year contract to West Coast Arborists, Inc., (WCA) for tree trimming, tree maintenance, and inspection services. Based on a four-year cycle of tree trimming and typical emergency call-out frequency, the annual budgeted contract cost is estimated to be \$138,000. The City has approximately 5,643 trees within public right-of-way, parks, and other City facilities, with approximately 200 species of trees. The City has contracted with WCA since 1999 to maintain its vast inventory of trees.

This contract includes an increase over past contracts, but this increase is being felt by all cities. The Department of Industrial Relations prevailing wage rates have increased. It is estimated that the cost for Urban Forestry Services labor has increased by 45%. Starting June 1, 2016, WCA was obligated to provide compensation based on the pre-determined prevailing wages established by the Department of Industrial Relations, which were beyond the City of Duarte’s original contract amounts.

Respectfully submitted,



Darrell J. George
City Manager



SGVCOG

SGVCOG MOU with SGV Homelessness Plan Grantee Cities

SGVCOG MOU for Homelessness Planning

MOU Overview:

- Roles and responsibilities
- Scope of work
- Fee structure
- Schedule

SGVCOG MOU for Homelessness Planning

Roles and Responsibilities – Cities

- Participate in coordination calls and meetings
- Provide a point-of-contact
- Actively engage in the development of the homeless plan
- Review, provide comments on, and approve deliverables
- Provide meeting space for events related to this project
- Pay invoices submitted to the city by the SGVCOG
- Submit invoices and deliverables to the County

SGVCOG MOU for Homelessness Planning

Roles and Responsibilities – SGVCOG

- Procure and manage the work of the consultants
- Execute contracts with the consultants for plan development
- Review and pay all consultant invoices
- Work with the consultant to ensure that all grant deadlines and work schedules are met
- Review consultants' draft deliverables for accuracy prior to submission to the cities
- Manage coordination of project calls and in person meetings
- Submit invoices to the cities

SGVCOG MOU for Homelessness Planning

Scope of Work

- Provides for all the basic requirements of the County, as well as regional concerns identified by the cities and the COG
- Plan development
- Identify funding opportunities
- Conduct needs assessment
- Address “Fair Share” metrics
- Identify city resources
- Provide post plan support

SGVCOG MOU for Homelessness Planning

Fee Structure

- Base Plan Fee of \$24,000 + \$1,500 administration fee
 - Meets all of the County requirements
- The City was awarded \$50,000 and has \$24,500 available for staff costs, plan expenses or add-on options.

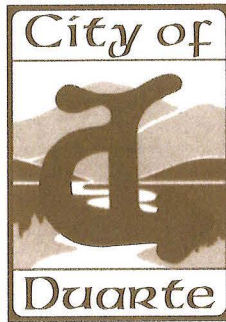
SGVCOG MOU for Homelessness Planning

Schedule

Timeline	Date
Draft plan completed and submitted to SGVCOG for review	April 30, 2018
Draft plan submitted to City with SGVCOG recommendations	May 15, 2018
City submits draft plan to the County	May 30, 2018
Final Plan submitted to SGVCOG and City	June 15, 2018
City submits final plan to County	June 30, 2018

SGVCOG MOU for Homelessness Planning

Questions?



Proclamation

ELKS RECOGNITION MONTH

WHEREAS, on February 16, 1868, the Benevolent and Protective Order of Elks was formed, and for 150 years, Elks Lodges have been part of the history and fabric of cities across the United States, including the Duarte Elks Lodge; and

WHEREAS, during World War I, the Elks funded the first two field hospitals in France, built community housing in Ohio and a hospital in Boston, and made loans to over 40,000 returning veterans for college, rehabilitation, and vocational education prior to the passage of the first GI Bill; and with the outbreak of World War II, the Elks recruited construction workers for the military, and contributed over 500,000 books to the Merchant Marines so reading material was available on board their ships; and

WHEREAS, during the Vietnam War, the Elks provided funds for a recreation pavilion at the Navy Hospital on Guam, and purchased air conditioning units for Tripler Medical Center on Oahu so these patriots could recuperate in comfort; and when Operation Desert Storm took place, the Elks undertook a letter-writing campaign to help keep up the spirits of the defenders, and were also among the first to welcome them home and thank them for a job well done; and

WHEREAS, Elks Lodges continue to support veterans by annually conducting Veteran's Day and 9-11 dinners, with the Duarte Elks Lodge preparing dinners for veterans at El Monte Veterans Village, and donating food, crock pots, and coffee makers; and

WHEREAS, to ensure youth are given every opportunity to succeed, the Duarte Elks Lodge donated over 3,500 dictionaries this year to students from Monrovia to La Verne, annually donates bikes and helmets to Public Safety Departments in Monrovia, Duarte, and San Dimas, hosts a Girl Scout Troop and Eagle Scout award programs, conducts and awards prizes for Americanism essays, Drug Awareness essay and poster contests, and hosts the annual Mt. Olive High School Senior breakfast; and

WHEREAS, since community support is a major focus of Elks nationally, the Duarte Lodge annually hosts the Duarte Community Coordinating Council and Girl Scout leader meetings, assists with the Duarte Community Services Council Christmas food and gift distribution, cooks and carves 60 turkeys and 30 hams for the Covina Rayne Water Thanksgiving dinner, and holds weekly board game nights and Sunday breakfasts open to the community;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte recognizes that 2018 marks the official 150-year formation of the National Elks Lodge movement, thanks the Duarte Elks Lodge for its inspiration and support of youth, veterans, and the community at large for over 96 years, and hereby proclaims March 2018 as ELKS RECOGNITION MONTH in the City of Duarte.

ATTEST:

City Clerk Marla Akana
Duarte, California
March 3, 2018



Mayor John Fasana



Proclamation

DMV/DONATE LIFE CALIFORNIA MONTH

WHEREAS, organ, tissue, marrow, and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, more than 114,000 individuals nationwide and more than 21,000 in California are currently on the national organ transplant waiting list, and an average of 20 people die each day while waiting due to the shortage of donated organs; and

WHEREAS, more than 600,000 units of blood per year are needed to meet the need in California, and at any given time, 6,000 patients are in need of volunteer marrow donors; and

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas, and small intestine can save up to eight lives; donation of tissue can save and heal the lives of more than 75 others; and a single blood donation can help three people in need; and

WHEREAS, the spirit of giving and the decision to donate are not restricted by age or medical condition; and

WHEREAS, California residents can sign up to be organ, eye, and tissue donors with the state-authorized Donate Life California Donor Registry when applying for or renewing their driver's licenses or ID cards at the California Department of Motor Vehicles;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims April 2018 as DMV/DONATE LIFE CALIFORNIA MONTH in the City of Duarte, and encourages all residents to check "YES" when applying for or renewing their driver's license or I.D. card, or sign up at www.donateLIFecalifornia.org or www.doneVIDAcalifornia.org.

Mayor John Fasana

ATTEST:

City Clerk Marla Akana
Duarte, California

March 27, 2018



From: **Erika Ospina Awad** eospinaawad@onelegacy.org  
Subject: Reminder: Proclamation - DMV/Donate Life Month
Date: March 14, 2018 at 8:29 PM
To: Erika Ospina Awad eospinaawad@onelegacy.org
Cc: Gavin Sweeney gsweeney@onelegacy.org, CivicOfficials civicoofficials@onelegacy.org

EO

Dear Southern California Cities and Counties,

I hope you are having a great week. I wanted to follow-up with a *friendly reminder* regarding our area wide challenge to all Southern California Mayors and Civic Officials to participate in the Fourteenth Annual “Mayor-athon” at the Donate Life Run/Walk on Saturday, April 28, 2018. The event’s founders, Fullerton residents Craig and Kathleen Hostert, began the event sixteen years ago to educate the community on the importance of organ, eye and tissue donation. Since then, the event has achieved overwhelming success with over 12,000 participants in 2017.

The purpose of the “Mayor-athon” is to challenge the Mayors and Civic Officials of Southern California to participate in the event and celebrate the life-saving mission of OneLegacy and the Donate Life California Organ & Tissue Donor Registry. OneLegacy and Donate Life California have chosen the Donate Life Run/Walk as a signature event to promote this life-saving tool, which the California Legislature authorized in 2003 (SB 112, Speier) and linked to the Department of Motor Vehicles in July 2006 (SB 689, Speier). Over the past eleven years, the Donate Life California Donor Registry has grown to over 14 million Californians making the commitment to become an organ, eye and tissue donor!

Attached is the Mayor-athon packet and we hope that your city, county and district will be able to support our life-saving mission. If you have any questions please feel free to contact me.

THANK YOU to the following Mayors and City Councilmembers for their commitment to attend this year’s 16th Annual Donate Life Run/Walk. Lastly, **THANK YOU** to the **two legislatures, three counties** in Southern California and to the following **66 cities** who have declared April as DMV/Donate Life Month! **Thank you all for your hand in helping to save lives!**

Civic Officials attending the Donate Life Run/Walk:

- Mayor Doug Chaffee – City of Fullerton
- Mayor Fidencio Joel Gallardo – City of Bell
- Councilmember Alicia Romero – City of Bell
- Mayor Michael Vo – City of Fountain Valley
- Mayor Tri Ta – City of Westminster

California State Legislatures supporting DMV/Donate Life Month

- Congressman Pete Aguilar – 31st District
- Assemblymember Sharon Quirk-Silva – 65th District

Counties supporting DMV/Donate Life Month:

- County of Kern
- County of Santa Barbara
- County of Ventura

Cities supporting DMV/Donate Life Month:

- Agoura Hills
- Alhambra
- Arvin
- Avalon
- Bakersfield
- Baldwin Park
- Banning
- Bell
- Brea
- Buellton
- Chino
- Chino Hills
- Chino Valley Fire District
- Claremont
- Corona
- Covina
- Dana Point
- Delano
- Diamond Bar
- El Segundo
- Fountain Valley
- Fullerton
- Glendora
- Grand Terrace
- Hermosa Beach
- Hesperia
- Highland
- Huntington Park
- Indio

- La Cañada Flintridge
- La Habra
- La Palma
- La Puente
- Laguna Woods
- Lakewood
- Lompoc
- Long Beach
- Manhattan Beach
- McFarland
- Monrovia
- Montclair
- Newport Beach
- Palm Desert
- Pomona
- Riverside
- San Clemente
- San Dimas
- San Juan Capistrano
- San Marino
- Santa Barbara
- Santa Clarita
- Santa Maria
- Seal Beach
- Shafter
- Solvang
- South Gate
- South Pasadena
- Stanton
- Taft
- Tehachapi
- Thousand Oaks
- Torrance
- Upland
- Wasco
- Westminster
- Yorba Linda

Best,

Erika Ospina Awad

Community Programs Supervisor, OneLegacy

Committee Lead, Donate Life Run/Walk Mayor-athon Challenge

Committee Lead, Donate Life Run/Walk Volunteer Operations

761 West Kimberly Avenue

Placentia, CA 92870

714-453-3292 (d)

213-200-4559 (c)

213-633-1564 (f)



MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – MARCH 13, 2018

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Fasana called the meeting to order at 6:09 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Finlay, Kang, Paras-Caracci, Reilly, Fasana ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Cosgrove
ADOPTION OF AGENDA	Finlay moved, Paras-Caracci seconded to adopt the Agenda, and carried unanimously.
WORKSHOP Street Name Signs	A Workshop was conducted to review and discuss the proposed new street name signs. The Workshop concluded at 6:40 p.m. City Council reconvened at 7:06 p.m., with all members present.
PLEDGE TO THE FLAG	Robert Stone led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	There was no moment of reflection provided.
FITNESS/MENTAL WARM-UP	George and Finlay provided the warm-up.
SPECIAL ITEMS Mayor's Youth Council update	Samantha Martinez and Yesenia Chavez presented an update about the Mayor's Youth Council meeting and activities.
Item Added–Recognition of DHS Boys Basketball Team	Mayor Fasana introduced and presented certificates to the Duarte High School Boys Basketball Team members for winning the CIF Division 5A Section Title on March 3, 2018.
Presentation by Foothill Family	Maria Muñiz, Director of Youth and Family Services, Foothill Family, provided a video presentation of life stories from those who have benefitted from Foothill Family, and presented information about its personnel, doctors, therapies, programs, partnerships, and array of services offered.
Recognition–Prolacta Bioscience	Mayor Fasana introduced and presented a certificate to Joseph Fournell, CIO, Prolacta Bioscience, for receiving the Leadership in Energy and Environmental Design (LEED) Gold Certification for its Duarte headquarters.
ANNOUNCEMENTS	Joanna Gee, Duarte Library, announced programs, story times, services, and workshops in March and April. Sheryl Lefmann, Duarte Chamber, announced upcoming Cham-

ber events and meetings in March.

Darrell George announced that Karen Herrera was one of eight women recognized for outstanding service by Assemblymember Blanca Rubio. Mayor Fasana presented Karen with a certificate of recognition for receiving the 48th Assembly District's 2018 Woman of the Year Award for Community Service, and congratulations were extended.

Karen Herrera announced upcoming community events, meetings, programs, and activities in March, April, and May.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.

Andrew Raubitschek – Septic tank overflow.

Lee Wilkins – Septic tank repair.

Kristi Lopez – Senator Portantino statement of support for City of Hope.

Barbara Dickerson – Citrus College programs, Measure G.

Gene Jones – Pool hours.

Manny Perez – City of Hope, flooding, rodent, vegetation issues.

CONSENT CALENDAR

Kang moved, Finlay seconded to approve the Consent Calendar as follows, and carried unanimously.

Approve Items A, B, C, E.

Receive and File Item D.

Remove Items F, G, H.

ITEMS REMOVED – Item F Montgomery Naming Plaque

Cesar Monsalve presented a staff report about the item. Reilly moved, Paras-Caracci seconded to approve the recommendation from the Parks and Recreation Commission to approve the request from the Duarte Historical Society for a Monty Montgomery naming plaque, and carried unanimously.

ITEM F – APPROVED

Item G – City Manager Employment Agmt – Amendment #12

Finlay noted two typos in the document. Finlay moved, Kang seconded to approve Amendment No. 12 to the City Manager Employment Agreement, extending the City Manager's contract from September 26, 2018, until December 31, 2019, subject to the correction of two typos, and carried unanimously.

ITEM G – APPROVED

Item H – Conference Attendance

Finlay inquired about attendees. Finlay moved, Kang seconded to approve City Council Conference Attendance at the California Contract Cities Annual Municipal Seminar, May 17-20, 2018, in Indian Wells, and carried unanimously.

ITEM H – APPROVED

PUBLIC HEARING City of Hope Specific Plan

Mayor Fasana announced this was the time and place set for a Public Hearing to consider this item.

Craig Hensley presented introductory comments about the City of Hope Specific Plan, General Plan Amendment 15-01, Zone Change 15-01, and adoption of the City of Hope Specific Plan and draft Environmental Impact Report, and stated this growth is good for the City of Hope, it is good for the community, and it is good for the City.

Jason Golding, Planning Division Manager, presented a detailed staff report, including Specific Plan overview, CEQA overview, General Plan Amendment, Zone Change, outreach, campus plan details, proposed campus land use plan, land use districts, illustrative campus site plan, parking and circulation plan, infrastructure implementation plan, design guidelines, signage, public art, design review and project approval process, and revised language pertaining to jurisdictional authority requested by the City of Irwindale.

Kang declared a conflict of interest, as his wife is employed by the City of Hope, and left the building.

Nicole Morse, Placeworks, presented a PowerPoint about the CEQA process, public participation, environmental topic areas requiring mitigation, significant unavoidable impacts, transportation, traffic, and comments on the Final Environmental Impact Report.

Golding stated staff's recommendation is that Council review and comment on the proposed project, gather public testimony, and approve Council Bills 18-R-02 and 18-R-03, and introduce for first reading Council Bills 18-O-02, and 18-O-03, with the second readings to be considered after the City of Irwindale's final action.

City Attorney Cosgrove noted for the record that all factual findings in Exhibit "A" of Council Bill 18-R-02 are offered in support of each of the four action items. He further noted that there was a change to the language on Page 99 of the Specific Plan relating to overlapping authority between the City of Irwindale and the City of Duarte with respect to parking structures, and the modified language was considered to be acceptable to both the applicant and the City of Irwindale. A copy of that modified language was provided to City Council and the public, and is part of the administrative record.

Cosgrove read by title the following:

Council Bill 18-R-02
Final Environmental Impact Report

Council Bill 18-R-02 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, CERTIFYING THE FINAL ENVIRONMENTAL IMPACT REPORT FOR THE CITY OF HOPE SPECIFIC PLAN AND ITS RELATED IMPLEMENTING ACTIONS AS ADEQUATE AND COMPLETE, APPROVING CERTAIN FINDINGS RELATED THERETO, AND ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM AND STATEMENT OF OVERRIDING CONSIDERATIONS

Council Bill 18-R-03
General Plan Amendment 15-01

Council Bill 18-R-03 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING THE LAND USE ELEMENT AND LAND USE DIAGRAM

OF THE CITY'S GENERAL PLAN TO CHANGE THE LAND USE DESIGNATIONS FOR THE THIRTY PARCELS OF LAND GENERALLY BOUNDED BY DUARTE ROAD TO THE NORTH; CINCO ROBLES DRIVE, THE DUARTE FLOOD CONTROL CHANNEL, AND BUENA VISTA STREET TO THE WEST; AND THE SANTA FE FLOOD CONTROL BASIN TO THE EAST AND SOUTH FROM "HOSPITAL (H)," "MEDIUM DENSITY RESIDENTIAL (MDR)," "HIGH DENSITY RESIDENTIAL (HDR)," AND "RESEARCH & DEVELOPMENT (R&D)" TO "CITY OF HOPE SPECIFIC PLAN" (GENERAL PLAN AMENDMENT 15-1

Council Bill 18-O-02
Zone Change 15-01
(First Reading)

Council Bill 18-O-02 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING THE CITY OF DUARTE ZONING MAP TO CHANGE THE ZONING OF THIRTY PARCELS OF LAND FROM "HOSPITAL (H)," "TWO-FAMILY RESIDENTIAL (R-2)," AND "MULTIPLE-FAMILY RESIDENTIAL-HIGH DENSITY (R-4)" TO "CITY OF HOPE SPECIFIC PLAN" (ZONE CHANGE 15-1) (First Reading)

Council Bill 18-O-03
Adopt City of Hope Specific Plan
(First Reading)

Council Bill 18-O-03 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING THE CITY OF HOPE SPECIFIC PLAN DEFINING PERMITTED USES, REGULATING THE SIZES AND LOCATIONS OF BUILDINGS, SPECIFYING DESIGN GUIDELINES AND DEVELOPMENT STANDARDS, IDENTIFYING PROJECT INFRASTRUCTURE AND SERVICES, AND PROVIDING ADMINISTRATIVE AND IMPLEMENTATION LANGUAGE, FOR THIRTY PARCELS OF LAND GENERALLY BOUNDED BY DUARTE ROAD TO THE NORTH; CINCO ROBLES DRIVE, THE DUARTE FLOOD CONTROL CHANNEL, AND BUENA VISTA STREET TO THE WEST; AND THE SANTA FE FLOOD CONTROL BASIN TO THE EAST AND SOUTH (First Reading)

Notice of the hearing was given, the affidavit is on file, and the following written communications were received, and will become part of the administrative record: 1) Alan Lin, P.E. Project Coordinator, State of California Department of Transportation; 2) Senator Anthony J. Portantino; 3) Assemblymember Blanca E. Rubio.

Mayor Fasana asked if there was anyone in the audience who wished to speak on the item.

Robert Stone, President and CEO, City of Hope, discussed the City of Hope Campus Plan, and asked City Council to approve the plan, as it will expand facilities to touch more lives and bring tomorrow's discoveries to the patients who need them today.

Jon Reuter, Vic President Facilities, City of Hope, presented a

PowerPoint about the City of Hope's legacy of healing since 1913, its commitment to innovation, long-range campus plan, main objectives, principles, proposed plan phased over the next 20 years, project benefits, and commitment to neighbors, and requested that City Council approve the project.

There was discussion about parking spaces and impact, bikes, ride sharing, charging stations, car/van pooling, vehicular circulation, signalized intersections, and turn lanes.

Victor Benavides, Government/Community Relations Manager, City of Hope, introduced the following supporters of the City of Hope project, who requested approval of the project, and expressed their reasons for support:

Steve Pashby, resident – Lives nearby, worked at City of Hope, soundwall installed in response to his concerns about noise.

Yvonne Bernal, resident – Lives nearby, problems and concerns were addressed by City of Hope, they were transparent.

Lois Gaston, former Mayor/City Councilmember – Family and friends worked at City of Hope, friends were patients and volunteers, nurturing environment, they change lives and the world.

Dr. Mucerino, DUSD Superintendent – City of Hope partnership with School District exposes students to real science, they spend time on campus, what's good for the City of Hope is good for the School District.

Doug Edwards, School Board President – City of Hope's due diligence is impeccable, it is what the City's identity is going to become, thousands are coming to our town, this singular action constitutes the City Council's greatest legacy.

Ken Bell, School Board – Previous patient, greatest doctors and care, City of Hope changed his life, students are future doctors.

Sheryl Lefmann, Chamber President – City of Hope provides jobs and commerce, it is a respected community asset, she is a cancer survivor, its reputation elevates all of Duarte, the expansion will help them keep pace with the evolving field, it will strengthen the entire San Gabriel Valley.

Tina Carey, Duarte Kiwanis, Chamber Board, EDC Chair – City of Hope's plan is outstanding, this will be a growth opportunity for the entire City.

Rana Madain, resident, business owner – City of Hope changed many lives, this will bring growth to the community, it is our biggest asset.

Ernesto Pantoja, LIUNA Local 300 – The union represents 8,000 active and retired workers, they support the project and urge approval.

Dr. Ashing, City of Hope – Works with the City and School District to reach out to children and parents for healthy lifestyles, this will help City of Hope transform new developments in treatment to help save lives.

Dr. Lacey, City of Hope – Asked for support to keep the City of Hope at the forefront of research.

Dr. Sistrunk – City of Hope is building a plan for each student in Duarte and the surrounding areas to work there, the goal is for no students to fall through the cracks.

Bob Cruz, past Chamber Chair – City of Hope is a community, crown jewel, compassion for people, all have done an amazing job on the project, this is the right thing to do.

Steve Hernandez, resident – City of Hope not only treats cancer, it also helps people, he has gratitude for that, wants this to go through and succeed.

D.J. Moore, Latham & Watkins, responded to questions from City Councilmembers about parking lot spaces, and discussed charging stations, planned pedestrian crossing, appropriate connection to Emerald Necklace, and designated ride share/van pool parking.

Finlay moved, Reilly seconded to close the Public Hearing, and carried with Kang absent.

There was further discussion about the Gold Line, projected outpatient increase, consolidation of on-site facilities, appreciation for workable document that will bring substantial increases in patient care and jobs, and appreciation for the City's partnership with the City of Hope.

RESOLUTION NO. 18-02

Finlay moved, Reilly seconded to adopt Resolution No. 18-02, and carried by the following Roll Call vote:

AYES: Paras-Caracci, Finlay, Reilly, Fasana

NOES: None

ABSENT: Kang

RESOLUTION NO. 18-03

Reilly moved, Finlay seconded to adopt Resolution No. 18-03, and carried by the following Roll Call vote:

AYES: Paras-Caracci, Finlay, Reilly, Fasana

NOES: None

ABSENT: Kang

COUNCIL BILL 18-O-02 Introduced for First Reading

Paras-Caracci moved, Fasana seconded to introduce Council Bill 18-O-02 for first reading, and carried by the following Roll Call vote:

AYES: Paras-Caracci, Finlay, Reilly, Fasana

NOES: None

ABSENT: Kang

COUNCIL BILL 18-O-03
Introduced for First Reading

Fasana moved, Paras-Caracci seconded to introduce Council Bill 18-O-03 for first reading, and carried by the following Roll Call vote:

AYES: Paras-Caracci, Finlay, Reilly, Fasana

NOES: None

ABSENT: Kang

Kang returned to the building and assumed his seat on the dais.

RECESS

Mayor Fasana called a Recess at 10:37 p.m. City Council reconvened at 10:46 p.m., with all members present.

BUSINESS ITEM

Contract – Royal Oaks Drive
Traffic Signal/Crossing
(Continued from 2/27/18)

Craig Hensley presented a staff report about the item.

Dominic Milano, City Engineer, discussed the proposed curb extension/bulb-out, stated the task was to create the greatest pedestrian safety, noted as an alternative to the bulb-out, stripes and signage can be used, and answered questions from Councilmembers about temporary bulb-out, use of asphalt rather than concrete, as asphalt can be removed if the bulb-out does not work as anticipated, bicycle lane, liability, and use of stripes with bumps on the outer perimeter.

Brian Villalobos answered questions from Councilmembers pertaining to traffic collisions and diversion of traffic.

Paras-Caracci moved, Fasana seconded to award the contract to PTM General Engineering Services, Inc., in the amount of \$277,077 for Royal Oaks Drive Traffic Signal and Pedestrian Crossing Improvements Project, with the use of asphalt for a temporary bulb-out, and failed by the following Roll Call vote:

AYES: Paras-Caracci, Fasana

NOES: Kang, Finlay, Reilly

Kang moved, Finlay seconded to award the contract to PTM General Engineering Services, Inc., in the amount of \$277,077 for Royal Oaks Drive Traffic Signal and Pedestrian Crossing Improvements Project, with the use of stripes painted on the bulb-out area (no bumps), and carried by the following Roll Call vote:

AYES: Kang, Finlay, Paras-Caracci, Reilly, Fasana

NOES: None

ITEMS FROM CITY COUNCIL/
CITY MANAGER

GEORGE: Thanked Council for approving his contract extension, stated the City of Hope project is the third major plan recently adopted, and noted there is a planned 17-minute walkout at the high school tomorrow at 10:00 a.m.

PARAS-CARACCI: Thanked Andres Duarte School for inviting her to read to students, congratulated Karleen Daugherty as the Woman's Club Woman of the Year, attended Hayden 5K event, she understands signs on the sidewalk on Vineyard below Gardi will get fixed, and asked for an update about the crosswalk on

Vineyard that connects the bike trail to Royal Oaks Park.

REILLY: Congratulated Karen Herrera for her recognition as Woman of the Year, attended legislative leadership luncheon with Assemblymember Rubio, Valley View talent show, and re-opening of Sport Clips, she would like to review the political sign ordinance, as the current code allows signs in illegal locations for 72 hours, and thanked staff for the welcome sign by Avila Gardens on Encanto.

FINLAY: Attended Hayden 5K run and Valley View reading event, traveled to Sacramento for SCAG, inquired about the root intrusion on the bike path on Mt. Olive, and asked if we can grind it down (Hensley responded).

KANG: Stated the City of Hope expansion is a great project for our City, he would like to see a hotel here, congratulated staff on the monument and street signs, he has seen graffiti and small tagging on the Huntington medians, and asked how we can deter tagging in the blank space area on the back of the street signs.

FASANA: Attended Eagle Scout Court of Honor event, Hayden 5K run, and Assemblymember Rubio's meeting with Mayors, stated we should be looking at SB 827 (Wiener) as it needs amendments, attended Rubio luncheon, Women of the Year recognition, and Mayor Garcetti's meeting with L.A. County Mayors, suggested we need to look at AB 1857 (Nazarian) about updating building codes, attended 150-year Elks event and youth recognition day, and thanked staff for the Emergency Fair.

ADJOURNMENT

Paras-Caracci moved, Kang seconded to adjourn the meeting at 12:05 a.m., March 14, 2018, in memory of Gregory Casillas and Steven Hawking, and carried unanimously. It was noted that any or all of the members of City Council may, prior to the next regularly scheduled meeting and pursuant to Government Code Section 54952.2(c)(2), meet with LeSar Development Consultants and community members for a discussion on homelessness on Thursday, March 15, 2018, 5:30 p.m., at the Duarte Community Center. The public is welcome to attend.

Mayor John Fasana

ATTEST:

City Clerk



City of Duarte

Council Warrant Register Over \$5000

By Payment Number

Payment Dates 03/14/2018 - 03/27/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
209591	3/15/2018 3/2018	2461 Public Safety Lease	MOUNTAIN VISTA PLAZA	100-1205-7787		9,881.37 9,881.37
209634	3/27/2018 57972	5120 Building & Safety Services 2/2018	CHARLES ABBOTT ASSOCIATES INC	100-1405-7800		11,906.97 11,906.97
209657	3/27/2018 1802003	5828 Mel Cyn Debris Catchment Study/Des	LAND DESIGN CONSULTANTS INC	100-1405-7965		6,809.65 6,809.65
209659	3/27/2018 182466CY 182466CY	0056 Sheriff Contract 1/2018 Sheriff Contract 1/2018	LOS ANGELES COUNTY SHERIFF'S DEPARTMENT	100-1205-7781 290-2905-7781		333,841.74 318,663.17 15,178.57
209662	3/27/2018 1800370 1800371 1800372 1800372 1800373 1800374 1800375 1800376	0903 Fuel-City Manager 1/2018 Fuel-Field Services 1/2018 Fuel-Parks & Rec 1/2018 Fuel-Parks & Rec 1/2018 Fuel-Public Safety Fuel-CMD 1/2018 Fuel-Sheriff's Dept 1/2018 Fuel-Transit Dept 1/2018	CITY OF MONROVIA	100-1010-7650 100-1410-7650 100-1605-7650 100-1610-7650 100-1205-7650 100-1405-7650 100-1205-7781 440-4405-7619		15,630.78 113.30 1,291.96 168.55 412.56 1,115.52 93.77 4,393.75 8,041.37
209669	3/27/2018 27203 27237	0904 COH Public Works Inspections 1/2018 Street Sweeping Sign Map/Inventory	RKA CONSULTING GROUP	100-1405-7969 100-1410-8100	201724-COH/ADA Improv-City Engineer 201824-Cap Improv-Street Sweeping Signs	9,602.50 1,120.00 8,482.50
209670	3/27/2018 798406 798407 798413 800735 800736 800737 800738	0196 General City Attorney (Retainer) 12/2 Code Enforcement Legal 12/2017 BKK Landfill Legal 10/17 & 11/17 General City Attorney (Retainer) 1/20 Code Enforcement Legal 1/2018 Telecommunications Legal 1/2018 Enviro/Stormwater (NPDES) Litigation	RUTAN & TUCKER LLP	100-1015-7680 100-1015-7684 100-1015-7686 100-1015-7680 100-1015-7684 100-1015-7686 100-1015-7686		55,581.65 11,970.47 157.50 768.00 15,462.77 135.00 279.50 26,808.41
209683	3/27/2018 22618KP	4484 Closed Session Mtg 2/13/18 (El Pollo Mid-Year Budget Workshop (Aikoi Inc Levon Y-Adobe Creative Cloud Granicus Laptop-CMD (B & H) SC Computer/Tablet Carrier (CPD Ind SC Netflix SC Elevator 911-Vonage Roger Cathey CSMFO Conference 2/2 Roger Cathey 2018 CSMFO Members Microsoft 365 1/27/18 - 2/26/18 Roxanne Breceda Personal Growth Tr Year of Yes Book (Amazon) CPR Training Lunch 2/6/18 (Tropicana CPR Training Lunch 2/7/18 (Tropicana Admin Srvcs/Roxanne-Adobe Creativ CMD/Amanda & Teresa-Adobe AcroP CMD/Yesenia-Adobe Creative Cloud Accessduarte.info Domain 1 Year Exp Admin/Marla & Crystal-Adobe Creati	U.S. BANK	100-1010-7980 100-1010-7980 100-1020-7726 100-1405-7690 100-1605-7713 100-1605-7733 100-1610-7830 100-1805-7610 100-1805-7612 100-1805-7980 100-1810-7611 100-1810-7611 100-1810-7611 100-1815-7632 100-1815-7632 100-1815-7632 100-1815-7632 100-1815-7632 100-1815-7632	201722-Grant Program-Senior Center-Tech	6,108.70 118.23 269.87 49.99 2,378.00 1,544.07 19.74 18.34 420.00 110.00 12.00 75.00 4.61 274.94 274.94 49.99 14.99 49.99 71.97 49.99

Council Warrant Register Over \$5000

Payment Dates: 03/14/2018 - 03/27/2018

Payment Number	Payment Date	Vendor #	Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	22618KP		Admin/Iliana-Adobe Creative Cloud		100-1815-7632		49.99
	22618KP		Public Safety/Susie-Adobe Creative Cl		100-1815-7632		49.99
	22618KP		Parks & Rec/Pam-Adobe Creative Clo		100-1815-7632		49.99
	22618KP		HR/Michelle-Adobe Creative Cloud		100-1815-7632		14.99
	22618KP		2017 Sales & Use Tax (CA BOE)		100-5005		137.08
209687	3/27/2018	1521		WEST COAST ARBORISTS INC			12,955.95
	134103		Tree Trimming/Removals		240-2410-7906		8,155.95
	134103		Tree Trimming/Removals		240-2421-7887		2,100.00
	134103		Tree Trimming/Removals		240-2422-7887		1,500.00
	134103		Tree Trimming/Removals		240-2425-7887		1,200.00
Payment Total:							462,319.31

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL FUND	426,143.42
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	12,955.95
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	15,178.57
440 - PROPOSITION A TRANSIT FUND	8,041.37
Grand Total:	462,319.31

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7650	Vehicle Maintenance	113.30
100-1010-7980	Other Expenses	388.10
100-1015-7680	City Attorney	27,433.24
100-1015-7684	Code Enforcement	292.50
100-1015-7686	Other Legal Services	27,855.91
100-1020-7726	Council Cablecasting	49.99
100-1205-7650	Vehicle Maintenance	1,115.52
100-1205-7781	Contract Law Enforceme	323,056.92
100-1205-7787	Public Safety Cntr Lease	9,881.37
100-1405-7650	Vehicle Maintenance	93.77
100-1405-7690	Planning Commission	2,378.00
100-1405-7800	Building Department Ser	11,906.97
100-1405-7965	Professional Services	6,809.65
100-1405-7969	City Engineer	1,120.00
100-1410-7650	Vehicle Maintenance	1,291.96
100-1410-8100	Other Capital Improvem	8,482.50
100-1605-7650	Vehicle Maintenance	168.55
100-1605-7713	Grant Programs Exp	1,544.07
100-1605-7733	Senior Center	19.74
100-1610-7650	Vehicle Maintenance	412.56
100-1610-7830	Telephones	18.34
100-1805-7610	Travel, Mtgs & Conf	420.00
100-1805-7612	Publications and Dues	110.00
100-1805-7980	Other Expenses	12.00
100-1810-7611	Training	629.49
100-1815-7632	Software Maintenance	401.89
100-5005	Taxable Sales	137.08
240-2410-7906	Tree Trim-Citywide	8,155.95
240-2421-7887	Repairs & Replacements	2,100.00
240-2422-7887	Repairs & Replacements	1,500.00
240-2425-7887	Repairs & Replacements	1,200.00
290-2905-7781	Contract Law Enforceme	15,178.57
440-4405-7619	Fuel And Oil	8,041.37
Grand Total:	Grand Total:	462,319.31

Project Account Summary

Project Account Key	Payment Amount
None	451,172.74
201722-Grant Program-Senior Center-Tech	1,544.07
201724-COH/ADA Improv-City Engineer	1,120.00
201824-Cap Improv-Street Sweeping Signs	8,482.50
Grand Total:	462,319.31



City of Duarte

Council Warrant Register by Account

By Fund

Payment Dates 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7614	GRAND PRINTING INC	Liz Reilly Business Cards	209650		151.77
100-1010-7610	U.S. BANK	Darrell George Meeting Parking 1/29/18	209595		4.00
100-1010-7610	U.S. BANK	Darrell George USC City Mgr's Mtg 1/25/18	209595		45.43
100-1010-7610	U.S. BANK	Darrell George City Mgr Dept Mtg 1/31/18-2/2/18	209595		650.00
100-1010-7610	U.S. BANK	Darrell George Mtg w/ Hotel Developer 1/24/18	209595		6.90
100-1010-7610	U.S. BANK	Darrell George CM Conf Parking 1/31/18	209595		21.00
100-1010-7610	U.S. BANK	Darrell George CM Conf Parking 2/1/18	209595		15.00
100-1010-7610	U.S. BANK	Karen Herrera City Mgr Dept Mtg 1/31/18-2/2/18	209595		650.00
100-1010-7610	U.S. BANK	Darrell George CM Conf Parking 1/31/18	209595		23.00
100-1010-7610	U.S. BANK	Darrell George CM Conf Hotel 1/31/18 - 2/2/18	209595		643.94
100-1010-7612	CURO MANAGED PRINT PRODUCTI	Cheers to 60 Years Celebration Banner	209638		282.33
100-1010-7650	CITY OF MONROVIA	Fuel-City Manager 1/2018	209662		113.30
100-1010-7651	MARTIN & CHAPMAN CO	Election Supplies	209590		187.81
100-1010-7670	SAN GABRIEL VALLEY NEWSPAPERS	Legal Advertising 2/2018	209592		4,926.76
100-1010-7965	THE SAUCE CREATIVE SERVICES CO	60th Anniversary Logo Design	209593		350.00
100-1010-7965	TRIPEPI SMITH & ASSOCIATES	Survey Summary	209682		2,015.00
100-1010-7965	BECKER BOARDS SMALL LLC	210 Fwy/605 Bill Board Ads 2/19/18 - 3/18/18	209628		1,500.00
100-1010-7980	U.S. BANK	Mid-Year Budget Workshop (Aikoi Inc)	209683		269.87
100-1010-7980	U.S. BANK	Closed Session Mtg 2/13/18 (El Pollo Loco)	209683		118.23
100-1010-7980	SMART & FINAL	Closed Session & Workshop Supplies	60		79.19
100-1010-7980	OFFICE SOLUTIONS INC	Cups	209664		7.88
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 12/2017	209670		11,970.47
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2018	209670		15,462.77
100-1015-7682	BURKE, WILLIAMS & SORENSEN LL	Labor Legal 2/2018	209631		1,636.74
100-1015-7684	RUTAN & TUCKER LLP	Code Enforcement Legal 12/2017	209670		157.50
100-1015-7684	RUTAN & TUCKER LLP	Code Enforcement Legal 1/2018	209670		135.00
100-1015-7686	RUTAN & TUCKER LLP	BKK Landfill Legal 10/17 & 11/17	209670		768.00
100-1015-7686	RUTAN & TUCKER LLP	Telecommunications Legal 1/2018	209670		279.50
100-1015-7686	RUTAN & TUCKER LLP	Enviro/Stormwater (NPDES) Litigation 1/2018	209670		26,808.41
100-1020-7712	U.S. BANK	Facebook Ads	209595		35.00
100-1020-7712	U.S. BANK	Hootsuite 2/2/2018 - 3/1/2018	209595		14.99
100-1020-7716	DOLPHIN RENTS INC	State of the City Tables/Linens	209643		185.66
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Pkg Lot Lease 4/12018 - 6/30/2018	209675		3,919.50
100-1020-7726	U.S. BANK	Levon Y-Adobe Creative Cloud	209683		49.99
100-1025-7701	AREA D CIVIL DEFENSE/DISASTER	FY2017/18 Area D Membership	209625		1,070.55
100-1205-7615	KRISTEN PETERSEN	EOC Emergency Prep Meeting	209615		143.89
100-1205-7615	DAY MANAGEMENT CORPORATION	Emergency Radio Repeater Supplies/Install	209641		3,259.70
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety	209662		1,115.52
100-1205-7655	THOMSON REUTERS-WEST PUBLIS	Emergency Software 2/1/18 - 2/28/18	209679		144.20
100-1205-7655	T-MOBILE	Emergency Asset Tracking 2/7/18 - 2/20/18	209680		13.10
100-1205-7761	DATA TICKET INC	Admin Citation Processing 1/2018	209640		447.01
100-1205-7779	RAY ABERNATHY	Walkie-Talkies (Amazon)	209596		45.99
100-1205-7779	FSP DESIGNS	DART Youth Jackets	209647		115.56
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 2/2018	209639		288.00
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 1/2018	209662		4,393.75
100-1205-7781	LOS ANGELES COUNTY SHERIFF'S D	Sheriff Contract 1/2018	209659		318,663.17
100-1205-7787	MOUNTAIN VISTA PLAZA	Public Safety Lease	209591		9,881.37
100-1205-7887	R.H.F. INC	Radar Calibration	209667		85.00
100-1205-7887	R.H.F. INC	Radar Calibration	209667		85.00
100-1205-7980	MONROVIA LOCK SHOP	PS Office Keys	209661		172.00
100-1205-7980	HOME DEPOT CREDIT SERVICES	Hose/Hose Nozzle	209652		53.57
100-1405-7610	U.S. BANK	Teresa Renteria Grant Writing 4/4/18	209684		595.00
100-1405-7610	U.S. BANK	Interview Panel Lunch 2/1/18 (Villa Italia)	209684		115.87

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1405-7610	U.S. BANK	Teresa Renteria Grant Writing 3/14/18	209684		455.00
100-1405-7612	U.S. BANK	Craig Hensley Daily Bulletin Online Subscription	209684		9.24
100-1405-7613	U.S. BANK	Hightail Lg Data Format Subscription	209684		15.99
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	209676		89.90
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	209676		66.43
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	209676		60.83
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	209676		118.25
100-1405-7614	OFFICE SOLUTIONS INC	Public Works Office Supplies	209664		41.64
100-1405-7650	CITY OF MONROVIA	Fuel-CMD 1/2018	209662		93.77
100-1405-7690	U.S. BANK	Granicus Laptop-CMD (B & H)	209683		2,378.00
100-1405-7690	OFFICE SOLUTIONS INC	Laptop Briefcase (Granicus PC)	209664		58.02
100-1405-7800	CHARLES ABBOTT ASSOCIATES INC	Building & Safety Services 2/2018	209634		11,906.97
100-1405-7965	LAND DESIGN CONSULTANTS INC	Mel Cyn Debris Catchment Study/Design	209657		6,809.65
100-1405-7965	BUCKNAM INFRASTURE GROUP IN	Pavement Management Database	209630		3,092.00
100-1405-7965	LDM ASSOCIATES INC	Grant Admin-Galen Street Improv 1/2018	209658		100.00
100-1405-7969	RKA CONSULTING GROUP	COH Public Works Inspections 1/2018	209669	201724-COH/ADA Improv-City Engineer	1,120.00
100-1405-8100	HEITMAN BROOKS II LLC	Electrical Boxes-Hunt Dr Median	209629		432.08
100-1410-7614	HOME DEPOT CREDIT SERVICES	Office Supplies	209652		26.81
100-1410-7621	AIRGAS USA LLC	Welding Supplies	209623		210.48
100-1410-7621	AIRGAS USA LLC	Welding Cylinder Rental	209623		47.18
100-1410-7630	SIMON EQUIPMENT RENTALS	Trencher Rental	209673		80.73
100-1410-7630	SIMON EQUIPMENT RENTALS	Stump Grinder Rental	209673		234.86
100-1410-7636	GARVEY EQUIPMENT COMPANY	Safety Uniform	209648		89.99
100-1410-7650	GARVEY EQUIPMENT COMPANY	Chipper Repair	209648		287.32
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 1/2018	209662		1,291.96
100-1410-7650	ALTEC INDUSTRIES INC	Veh 2 Repair	209624		246.00
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 2/2018	209677		145.00
100-1410-7814	SUPERIOR PROPERTY SERVICES INC	Graffiti Removal 2/2018	209678		610.55
100-1410-7887	GARVEY EQUIPMENT COMPANY	Chainsaw Parts	209648		189.76
100-1410-7980	U.S. BANK	Micropaver Software-Pavement Mgmt System	209684		1,014.00
100-1410-7980	HOME DEPOT CREDIT SERVICES	Pole Paint	209652		8.48
100-1410-7980	GRAINGER	Parts Washer Fluid	209587		61.62
100-1410-7980	GRAINGER	Parts Washer Fluid	209587		234.56
100-1410-8100	RKA CONSULTING GROUP	Street Sweeping Sign Map/Inventory 1/2018	209669	201824-Cap Improv-Street Sweeping Sign	8,482.50
100-1500	MARILYN MAYS	Advance-Art Class Supplies	209612		283.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	209676		130.58
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	209676		76.46
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Rec 1/2018	209662		168.55
100-1605-7713	U.S. BANK	SC Computer/Tablet Carrier (CPD Industries)	209683	201722-Grant Program-Senior Center-Tec	1,544.07
100-1605-7728	U.S. BANK	Job Shadow Day Lunches (Subway)	209685	201809- Duarte's Promise - America's Pro	900.00
100-1605-7728	U.S. BANK	Job Shadow Raffle Gift Cards (Target)	209685	201809- Duarte's Promise - America's Pro	100.00
100-1605-7728	THE SAUCE CREATIVE SERVICES CO	Cesar Chavez Volunteer T-Shirts	209671	201809- Duarte's Promise - America's Pro	865.98
100-1605-7728	CESAR CHAVEZ FOUNDATION	Cesar Chavez Day Speaker	209583	201809- Duarte's Promise - America's Pro	150.00
100-1605-7728	DUARTE RECREATION PETTY CASH	AmeriCorps Event Supplies	209645	201809- Duarte's Promise - America's Pro	98.90
100-1605-7728	SMART & FINAL	AmeriCorps Regional Training	60	201809- Duarte's Promise - America's Pro	95.16
100-1605-7728	RELATION INSURANCE	AmeriCorps Health Insurance 4/2018	209668	201809- Duarte's Promise - America's Pro	281.92
100-1605-7730	U.S. BANK	Outdoor Party Pennant (Amazon)	209685		73.53
100-1605-7733	U.S. BANK	SC In-N-Out Food Truck (Deposit) 4/18/2018	209685		500.00
100-1605-7733	U.S. BANK	SC Netflix	209683		19.74
100-1605-7733	J & J SPORTS & TROPHIES	SC Table Tennis Net	209655		27.38
100-1605-7733	CAROLE ANN KAUFMAN	SC St Patricks Day Entertainment	209589		150.00
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Supplies	209645		3.29
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Party Supplies	209645		7.59
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Valentines Supplies	209645		27.68
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Cake for Women's Club Event	209645		18.99
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Volunteer of the Year Lunch	209645		43.56
100-1605-7733	DR BRICE HARRIS JR	SC Great Decisions Program	209651		50.00
100-1605-7733	DUARTE PETTY CASH/BINGO PRIZE	SC Bingo Prize Money	209644		100.00
100-1605-7733	THEODORE SIEGEL	SC 'Mister Roberts' Screening/Presentation	209618		150.00
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	60		37.63

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7735	U.S. BANK	TC Pool Cue Sticks (A & C Billiards)	209685		155.40
100-1605-7735	CASEY CARRILLO	Youthworks Internship Program	209602		100.00
100-1605-7735	EDWARD DUARTE	Youthworks Internship Program	209605		100.00
100-1605-7735	JALEN COLLINS	Youthworks Internship Program	209603		100.00
100-1605-7735	JUAN MORENO	Youthworks Internship Program	209614		100.00
100-1605-7735	JULIANNA BARRAGAN	Youthworks Internship Program	209599		100.00
100-1605-7735	OLGALIVIER GARCIA	Youthworks Internship Program	209607		100.00
100-1605-7735	MYKAI MEZA	Youthworks Internship Program	209613		100.00
100-1605-7735	BRYAN GONZALES	Youthworks Internship Program	209608		100.00
100-1605-7735	STAPLES ADVANTAGE	TC Office Supplies	209676		68.97
100-1605-7735	SMART & FINAL	TC Club Duarte/Snack Bar Supplies	60		146.47
100-1605-7737	CORONADO HISTORICAL ASSOCIATI	Hotel Del Coronado Tour	209637		900.00
100-1605-7739	THE SAUCE CREATIVE SERVICES CO	Basketball Flyers	209593		428.50
100-1605-7739	THE SAUCE CREATIVE SERVICES CO	Holiday Flyers	209671		467.56
100-1605-7739	THE SAUCE CREATIVE SERVICES CO	Soccer Flyers	209593		428.50
100-1605-7739	FSP DESIGNS	Measure A Survey Giveaways	209647		602.25
100-1605-7741	THE SAUCE CREATIVE SERVICES CO	Recreation Banner	209671		203.30
100-1605-7741	U.S. BANK	Youth Sports Tacky Mats (Amazon)	209685		67.16
100-1605-7741	U.S. BANK	Youth Sports Mini Basketballs (Amazon)	209685		65.97
100-1605-7741	J & J SPORTS & TROPHIES	Ice Packs	209655		87.60
100-1605-7744	ALEXANDER L REED	Teen Nutrition Council	209616		100.00
100-1605-7744	ELLIE BROWN	Teen Nutrition Council	209600		100.00
100-1605-7744	ELAYSSA AQUINO	Teen Nutrition Council	209598		100.00
100-1605-7744	ALEXANDRA TAPIA	Teen Nutrition Council	209620		100.00
100-1605-7744	ARANZASU CABALLERO	Teen Nutrition Council	209601		100.00
100-1605-7744	ALFREDO ALVARDO	Teen Nutrition Council	209597		100.00
100-1605-7744	DALYLAH SANDOVAL	Teen Nutrition Council	209617		100.00
100-1605-7744	DYLAN FELICIANO	Teen Nutrition Council	209606		100.00
100-1605-7745	U.S. BANK	Alwyn Torres III USA Boxing 2018 Membership	209685		110.00
100-1605-7745	U.S. BANK	Airfire-Albuquerque Boxing Tourn 3/2018	209685		717.48
100-1605-7750	CROWN CITY BUSES	TC Six Flags Trip Transportation 4/5/18	209584		765.65
100-1605-7750	INLAND EMPIRE TOURS & TRANSP	Homeboy Industries 2/22/18 Transportation	209588		692.50
100-1605-7980	U.S. BANK	2018 Provider Agreement (American Red Cross)	209685		1,170.00
100-1605-7980	U.S. BANK	Rec Leader Training Dinner (Wild Thyme Pizza)	209685		564.11
100-1610-7618	HOME DEPOT CREDIT SERVICES	Batteries/Spray Paint/Concrete	209652		114.63
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Maintenance Supplies	209652		22.86
100-1610-7618	HOME DEPOT CREDIT SERVICES	SC Signs/Shelf Brackets	209652		31.45
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Maintenance Supplies	209652		151.58
100-1610-7618	U.S. BANK	Wall Clock (Bed Bath & Beyond)	209685		70.07
100-1610-7618	U.S. BANK	Auxillary Cable (Best Buy)	209685		16.42
100-1610-7618	U.S. BANK	Linen Tableclothes (efavormart.com)	209685		255.69
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	209652		138.64
100-1610-7618	ACOSTA GROWERS INC	Fitness Ctr Improvements	209622		210.79
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	60		182.53
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Maintenance Supplies	209652		24.39
100-1610-7618	GRAINGER	Public Safety Locker	209587		188.94
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	209635		66.13
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	209635		66.13
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	209635		66.13
100-1610-7650	CITY OF MONROVIA	Fuel-Parks & Rec 1/2018	209662		412.56
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Monitoring 4/1/18 - 4/30/18	209665		42.00
100-1610-7652	UNITED SITE SERVICES	Portable Toilet Rent 2/27/18 - 3/26/18	209686		91.98
100-1610-7652	PRONTO GYM SERVICES INC	Gym Equipment Repairs	209666		307.50
100-1610-7652	PRONTO GYM SERVICES INC	Gym Treadmill Repair	209666		165.00
100-1610-7652	DEWEY PEST CONTROL INC	Museum Pest Control Svcs 3/2018	209642		38.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	SC Automatic Door Repairs	209621		1,695.63
100-1610-7652	CINTAS CORPORATION #693	Late Fee	209635		0.58
100-1610-7652	CINTAS CORPORATION #693	Credit on Account (Inv 693000020	209635		-27.28
100-1610-7652	CINTAS CORPORATION #693	Logo Floor Mats	209635		86.87
100-1610-7652	DEWEY PEST CONTROL INC	Pest Control Services 3/2018	209642		202.00

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1610-7652	GLENDORA PLUMBING & HEATING	Citywide Backflow Inspections	209586		174.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 2/2018	209585		130.00
100-1610-7830	U.S. BANK	SC Elevator 911-Vonage	209683		18.34
100-1610-7830	INTELEPEER CLOUD COMMUNICATI	Telephone Srvs 2/2018 (Pro-rated)	209653		15.22
100-1610-7980	THE TECHNOLOGY DEPOT INC	New Security Camera VLANS-CH/PS	209594		600.00
100-1610-8100	THE TECHNOLOGY DEPOT INC	Inatallation Wire Mgmt Hardware & Patch Cables	209594		150.00
100-1610-8100	THE TECHNOLOGY DEPOT INC	Netgear 24 Port POE Switch	209594		1,082.96
100-1610-8100	THE TECHNOLOGY DEPOT INC	Annual Support w/Expanded TTDpot Hardware Plus	209594		132.00
100-1805-7610	ROGER A CATHEY	CSMFO Conference Parking/Mileage	209582		158.07
100-1805-7610	U.S. BANK	Roger Cathey CSMFO Conference 2/2018	209683		420.00
100-1805-7610	KRISTEN PETERSEN	JPIA Leadership Academy Expenses	209615		210.21
100-1805-7612	U.S. BANK	Roger Cathey 2018 CSMFO Membership	209683		110.00
100-1805-7614	OFFICE SOLUTIONS INC	Office Supplies	209664		31.96
100-1805-7980	U.S. BANK	Microsoft 365 1/27/18 - 2/26/18	209683		12.00
100-1810-7610	SCPMA-HR	Michelle Brown 2018 Annual Training Conf	209672		159.00
100-1810-7611	U.S. BANK	CPR Training Lunch 2/6/18 (Tropicana Mkt)	209683		274.94
100-1810-7611	U.S. BANK	Year of Yes Book (Amazon)	209683		4.61
100-1810-7611	U.S. BANK	Roxanne Breceda Personal Growth Training	209683		75.00
100-1810-7611	U.S. BANK	CPR Training Lunch 2/7/18 (Tropicana Mkt)	209683		274.94
100-1810-7611	SAMUEL KANG	AB1661 Sexual Harassment Training	209609		25.00
100-1810-7660	CALIFORNIA STATE DEPARTMENT O	Fingerprint Apps 2/2018	209632		64.00
100-1810-7660	CMC LIVESCAN & NOTARY SERVICE	Livescan Services 2/2018	209636		80.00
100-1810-7671	SMART & FINAL	M.T. Interviews	60		24.15
100-1810-7673	IRWINDALE INDUSTRIAL CLINIC	DOT Physicals	209654		50.00
100-1810-7673	BDA MORNEAU SHEPELL	2018 Random Management Fee	209627		150.00
100-1815-7632	U.S. BANK	Admin/Iliana-Adobe Creative Cloud	209683		49.99
100-1815-7632	U.S. BANK	Public Safety/Susie-Adobe Creative Cloud	209683		49.99
100-1815-7632	U.S. BANK	CMD/Amanda & Teresa-Adobe AcroPro	209683		14.99
100-1815-7632	U.S. BANK	HR/Michelle-Adobe Creative Cloud	209683		14.99
100-1815-7632	U.S. BANK	Parks & Rec/Pam-Adobe Creative Cloud	209683		49.99
100-1815-7632	U.S. BANK	Accessduarte.info Domain 1 Year Exp 4/9/2019	209683		71.97
100-1815-7632	U.S. BANK	Admin Srvcs/Roxanne-Adobe Creative Cloud	209683		49.99
100-1815-7632	U.S. BANK	CMD/Yesenia-Adobe Creative Cloud	209683		49.99
100-1815-7632	U.S. BANK	Admin/Marla & Crystal-Adobe Creative Cloud	209683		49.99
100-1825-7626	FEDEX	Document Delivery	209646		130.86
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Lease-CH (2)/SC/TC 3/1/18 - 3/31/18	209633		869.55
100-2120	DEE ANN LARSEN	TC Rent Deposit Refund	209611		300.00
100-2120	MARIJAYNE STEGMAN	CC Rent Deposit Refund	209619		500.00
100-2120	MELISSA LAMBERT	TC Rent Deposit Refund	209610		100.00
100-2120	ROSARIO DIAZ	ROP Bldg Rent Deposit Refund	209604		150.00
100-2121	OFFICE SOLUTIONS INC	Admin Srvs Coffee Supplies	209664		14.14
100-5005	U.S. BANK	2017 Sales & Use Tax (CA BOE)	209683		137.08
Fund 100 - GENERAL FUND Total:					481,079.33

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 220 - GAS TAX FUN					
220-2210-7811	HOME DEPOT CREDIT SERVICES	Central Ave @ BV Tack Coat	209652		49.95
220-2210-7811	HOME DEPOT CREDIT SERVICES	Street Drain Repair	209652		83.00
220-2220-7980	JCL BARRICADE/JCL TRAFFIC	Street Name Signs	209656		318.65
Fund 220 - GAS TAX FUN Total:					451.60

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7888	HOME DEPOT CREDIT SERVICES	Hunt Dr Electrical Repair	209652		12.01
240-2405-7888	C.E.S. (Colorado Electric Supply) a	Street Light Repairs	209580		783.22
240-2410-7663	GLENDORA PLUMBING & HEATING	Citywide Backflow Inspections	209586		928.00
240-2410-7891	HOME DEPOT CREDIT SERVICES	Hunt Dr Irrigation Repair	209652		7.05
240-2410-7891	SITEONE LANDSCAPE SUPPLY HOLD	Hunt Dr Irrigation Repair	209674		14.69
240-2410-7891	SITEONE LANDSCAPE SUPPLY HOLD	Hunt Dr Irrigation Repair	209674		162.43
240-2410-7906	WEST COAST ARBORISTS INC	Tree Trimming/Removals	209687		8,155.95
240-2420-7887	HOME DEPOT CREDIT SERVICES	Drain Repair-Vineyard Ave	209652		14.21
240-2420-7887	HOME DEPOT CREDIT SERVICES	Drain Repair-Vineyard Ave	209652		26.48
240-2421-7887	WEST COAST ARBORISTS INC	Tree Trimming/Removals	209687		2,100.00
240-2422-7887	WEST COAST ARBORISTS INC	Tree Trimming/Removals	209687		1,500.00
240-2423-7887	GLENDORA PLUMBING & HEATING	Citywide Backflow Inspections	209586		58.00
240-2425-7887	WEST COAST ARBORISTS INC	Tree Trimming/Removals	209687		1,200.00
240-2427-7887	MCKINLEY & ASSOCIATES	Arborist Report-Wall Damage Rancho Verde	209660		350.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					15,312.04

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'S D	Sheriff Contract 1/2018	209659		15,178.57
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					15,178.57

Council Warrant Register by Account

Payment Dates: 03/14/2018 - 03/27/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7613	TRILLIUM SOLUTIONS INC	Google Maps Subscription/Support 3/28/18-3/28/19	209681		400.00
440-4405-7619	CITY OF MONROVIA	Fuel-Transit Dept 1/2018	209662		8,041.37
440-4405-7620	CANYON TIRE SALES INC	Bus 103 Tire Balance	209581		224.63
440-4405-7650	AUTOZONE	Yard Supplies	209626		159.11
440-4405-7650	GRAINGER	Yard Supplies	209649		26.83
440-4405-7673	IRWINDALE INDUSTRIAL CLINIC	DOT Physicals	209654		50.00
440-4405-7814	SUPERIOR PROPERTY SERVICES INC	Bus Stop Pressure Wash 10/2017	209678		3,000.00
440-4405-7887	NAVARRO'S TOWING SERVICE	Bus 104 Towing	209663		275.00
440-4405-7887	C.E.S. (Colorado Electric Supply) a	Bus Lights	209580		68.39
Fund 440 - PROPOSITION A TRANSIT FUND Total:					12,245.33
Grand Total:					524,266.87

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	481,079.33
220 - GAS TAX FUN	451.60
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	15,312.04
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	15,178.57
440 - PROPOSITION A TRANSIT FUND	12,245.33
Grand Total:	524,266.87

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7614	Office Supplies	151.77
100-1010-7610	Travel, Mtgs & Conf	2,059.27
100-1010-7612	Publications and Dues	282.33
100-1010-7650	Vehicle Maintenance	113.30
100-1010-7651	Election Services	187.81
100-1010-7670	Legal Notices	4,926.76
100-1010-7965	Professional Services	3,865.00
100-1010-7980	Other Expenses	475.17
100-1015-7680	City Attorney	27,433.24
100-1015-7682	Labor Counsel	1,636.74
100-1015-7684	Code Enforcement	292.50
100-1015-7686	Other Legal Services	27,855.91
100-1020-7712	Community Information	49.99
100-1020-7716	Special Community Even	185.66
100-1020-7724	Post Office Parking	3,919.50
100-1020-7726	Council Cablecasting	49.99
100-1025-7701	Area D Civil Defense	1,070.55
100-1205-7615	Emergency Supplies	3,403.59
100-1205-7650	Vehicle Maintenance	1,115.52
100-1205-7655	Emergency Services	157.30
100-1205-7761	Parking Ticket Collect	447.01
100-1205-7779	Youth Programs	161.55
100-1205-7780	Animal Control	288.00
100-1205-7781	Contract Law Enforceme	323,056.92
100-1205-7787	Public Safety Cntr Lease	9,881.37
100-1205-7887	Repairs & Replacements	170.00
100-1205-7980	Other Expenses	225.57
100-1405-7610	Travel, Mtgs & Conf	1,165.87
100-1405-7612	Publications and Dues	9.24
100-1405-7613	Duplications And Photos	15.99
100-1405-7614	Office Supplies	377.05
100-1405-7650	Vehicle Maintenance	93.77
100-1405-7690	Planning Commission	2,436.02
100-1405-7800	Building Department Ser	11,906.97
100-1405-7965	Professional Services	10,001.65
100-1405-7969	City Engineer	1,120.00
100-1405-8100	Other Capital Improvem	432.08
100-1410-7614	Office Supplies	26.81
100-1410-7621	Other Supplies	257.66
100-1410-7630	Equipment Rentals	315.59
100-1410-7636	Uniforms	89.99
100-1410-7650	Vehicle Maintenance	1,825.28
100-1410-7656	Emergency Generator	145.00
100-1410-7814	Graffiti Removal	610.55
100-1410-7887	Repairs & Replacements	189.76
100-1410-7980	Other Expenses	1,318.66
100-1410-8100	Other Capital Improvem	8,482.50
100-1500	Advances	283.00

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7614	Office Supplies	207.04
100-1605-7650	Vehicle Maintenance	168.55
100-1605-7713	Grant Programs Exp	1,544.07
100-1605-7728	Americorp's VIP Progra	2,491.96
100-1605-7730	Special Events	73.53
100-1605-7733	Senior Center	1,135.86
100-1605-7735	Teen Center	1,170.84
100-1605-7737	Adult Excursions	900.00
100-1605-7739	Publicity	1,926.81
100-1605-7741	Sports/Playground Progr	424.03
100-1605-7744	Nutrition Program Costs	800.00
100-1605-7745	Boxing Program	827.48
100-1605-7750	Bus Rentals	1,458.15
100-1605-7980	Other Expenses	1,734.11
100-1610-7618	Building Supplies	1,407.99
100-1610-7636	Uniforms	198.39
100-1610-7650	Vehicle Maintenance	412.56
100-1610-7652	Building Maint Services	2,906.28
100-1610-7830	Telephones	33.56
100-1610-7980	Other Expenses	600.00
100-1610-8100	Other Capital Improvem	1,364.96
100-1805-7610	Travel, Mtgs & Conf	788.28
100-1805-7612	Publications and Dues	110.00
100-1805-7614	Office Supplies	31.96
100-1805-7980	Other Expenses	12.00
100-1810-7610	Travel, Mtgs & Conf	159.00
100-1810-7611	Training	654.49
100-1810-7660	Other Services	144.00
100-1810-7671	Recruiting Advertisemen	24.15
100-1810-7673	Physical Exams	200.00
100-1815-7632	Software Maintenance	401.89
100-1825-7626	Postage	130.86
100-1825-7630	Equipment Lease	869.55
100-2120	Refundable Deposits	1,050.00
100-2121	Pass Through Deposits	14.14
100-5005	Taxable Sales	137.08
220-2210-7811	Street Maintenance	132.95
220-2220-7980	Other Expenses	318.65
240-2405-7888	Repairs-Citywide	795.23
240-2410-7663	Other Serv-Medians	928.00
240-2410-7891	Repairs-Medians	184.17
240-2410-7906	Tree Trim-Citywide	8,155.95
240-2420-7887	Repairs & Replacements	40.69
240-2421-7887	Repairs & Replacements	2,100.00
240-2422-7887	Repairs & Replacements	1,500.00
240-2423-7887	Repairs & Replacements	58.00
240-2425-7887	Repairs & Replacements	1,200.00
240-2427-7887	Repairs & Replacements	350.00
290-2905-7781	Contract Law Enforceme	15,178.57
440-4405-7613	Duplications And Photos	400.00
440-4405-7619	Fuel And Oil	8,041.37
440-4405-7620	Tires	224.63
440-4405-7650	Vehicle Maintenance	185.94
440-4405-7673	Physical Exams	50.00
440-4405-7814	Graffiti Removal	3,000.00
440-4405-7887	Repairs & Replacements	343.39
Grand Total:		524,266.87

Project Account Summary

Project Account Key	Payment Amount
None	510,628.34
201722-Grant Program-Senior Center-Tech	1,544.07
201724-COH/ADA Improv-City Engineer	1,120.00
201809- Duarte's Promise - America's Promise Exp	2,491.96
201824-Cap Improv-Street Sweeping Signs	8,482.50
Grand Total:	524,266.87



City of Duarte

Successor Agency Council Warrant Register

By Payment Number

Payment Dates 03/14/2018 - 03/27/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
2052	3/27/2018 30618	SA1815 FY2016/17 RDA Annual Report	HARRELL & COMPANY ADVISORS LLC	690-6905-7311		4,425.00 4,425.00
Payment Total:						4,425.00

Report Summary

Fund Summary

Fund	Payment Amount
690 - Successor Agency Debt Service	4,425.00
Grand Total:	4,425.00

Account Summary

Account Number	Account Name	Payment Amount
690-6905-7311	SA Administrative Servic	4,425.00
Grand Total:		4,425.00

Project Account Summary

Project Account Key	Payment Amount
None	4,425.00
Grand Total:	4,425.00



MEMORANDUM

TO: Mayor and City Council
FROM: Jason Golding, Planning Division Manager
Prepared by Karen Warner, Karen Warner Associates
DATE: March 27, 2018
SUBJECT: 2016 & 2017 General Plan Housing Element Annual Housing Reports

RECOMMENDATION

Authorize staff to forward the 2016 and 2017 General Plan Housing Element Annual Progress Reports to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

BACKGROUND

The purpose of this item is for the City Council to consider the status of the General Plan Housing Element Annual Progress Reports (APR) for 2016 and 2017, and the progress of its implementation, which needs to be reported to the California Department of Housing Community Development (HCD) and the Governor's Office of Planning and Research (OPR). Government Code Section 65400 establishes the requirement that each city and county prepare an annual report on the status the Housing Element, and the actions taken towards completion of the programs and status of the local government's compliance with the deadlines in its housing element.

The Duarte Housing Element 2014-2021(5th Cycle) was adopted by City Council on February 11, 2014 and certified by HCD on March 28, 2014. The Housing Element establishes the City's strategy for meeting community housing needs for the period 2013-2021 and is one of seven interrelated elements of the General Plan.

The 2016 and 2017 Annual Reports reflects the City's progress during the fourth year of the Regional Housing Need Allocation (RHNA) planning period (January 1, 2014 - October 1, 2021) for the 5th cycle Housing Element. The RHNA allocates the amount of housing growth each jurisdiction must plan for in their housing element by providing "adequate sites" through zoning. So long as a jurisdiction provides sufficient sites and does not impose constraints to development, it is not penalized for falling short of its RHNA target. However, pursuant to Government Code Section 65863, jurisdictions are required to maintain an adequate sites inventory throughout the planning period¹. For example, to the extent that high density sites identified as accommodating the lower income RHNA are developed with fewer units or

¹ "No Net Loss" planning law (Gov Code 65863) requires an adequate sites inventory to be maintained throughout the RHNA planning period. Jurisdictions are not permitted to approve projects at a lower residential density or at a higher income level than identified in the sites inventory unless the remaining sites in the housing element are adequate to address the outstanding RHNA.

developed with market rate units, the jurisdiction will need to make up any shortfall on other sites at suitable densities to accommodate lower income units, including rezoning as necessary.

As presented in Table 1 below, Duarte was allocated a total RHNA of 337 units for the planning period. During 2016, two residential building permits were issued for accessory dwelling units (ADUs), and in 2017 one permit was issued for a single-family home and one permit for an ADU. A rent survey of similar sized units in Duarte indicates that market rents for ADUs fall within the level of affordability for moderate income households. During the first two years of the planning period (2014 - 2015), a total of 43 residential building permits were issued, all associated with the Andres Duarte Terrace II development, providing 42 very low income and one low income unit. As depicted in the last column of the Table, the City has an unmet need for a total of 290 units across all four income levels. The City will need to continue to provide sites for a mix of single-family, multi-family and mixed use housing, supported by a variety of programs to enhance affordability to accommodate its outstanding RHNA throughout the planning period. Good progress has been made with the: Duarte Station Specific Plan, Town Center Specific Plan; and the Third Street rezoning.

Table 1: Regional Housing Needs Allocation Progress

Income Level	RHNA Allocation	Building Permits 2014 - 2017	Remaining RHNA by Income Level
Very Low	87	42	45
Low	53	1	52
Moderate	55	3	52
Above Moderate	142	1	141
Total	337	47	290

The City of Duarte continues to actively implement the policies of the General Plan including the goals, policies and programs of the Housing Element. The APR represents the progress the City has made towards implementing the General Plan and Housing Element during Calendar Years 2016 and 2017.

FISCAL IMPACT

No fiscal impacts are associated with the submittal of the 2016 and 2017 General Plan Housing Element Annual Progress Reports to HCD and OPR.

Attachments: 2016 & 2017 APRs

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2016 - 12/31/2016

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the "Final" button and clicking the "Submit" button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

**Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044**

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
 Reporting Period 01/01/2016 - 12/31/2016

Table A
Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income			See Instructions	See Instructions	
(9) Total of Moderate and Above Moderate from Table A3				2	0						
(10) Total by Income Table A/A3				0	0	2	0				
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
 Reporting Period 01/01/2016 - 12/31/2016

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction DUARTE

Reporting Period 01/01/2016 - 12/31/2016

Table A3

**Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	2	0	2	2
No. of Units Permitted for Above Moderate	0	0	0	0	0	0	0

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2016 - 12/31/2016

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	87	0	0	42	0	0	0	0	0	0	42	45
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	53	0	0	1	0	0	0	0	0	0	1	52
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		55	0	0	0	2	0	0	0	0	0	2	53
Above Moderate		142	0	0	0	0	0	0	0	0	-	0	142
Total RHNA by COG. Enter allocation number:		337											
Total Units ▶ ▶ ▶			0	0	43	2	0	0	0	0	0	45	292
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2016 - 12/31/2016

Table C
Program Implementation Status

Program Description (By Housing Element Program Names)		Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation	
1. Housing Code Enforcement and Abatement	Monitor housing conditions and respond to complaints. Provide referrals to County rehabilitation programs.	2014 - 2021	The City maintains a Code Enforcement Program and refers residents to the LA County Community Development Commission's Home Improvement Programs.	
2. LA County Single-Family Rehabilitation Loan Program	Provide information and referral to LA Co's Hsg Rehab Program, and promote in conjunction with Code Enforcement.	2014 - 2021	Duarte continues as a participating city in the County CDBG program, and provides information to homeowners about low interest rehabilitation loans available through the County.	
3. Preservation of Assisted Rental Housing	Maintain contact with owners of at-risk properties, and provide technical, regulatory and financial assistance as necessary to preserve units.	Contact property owners within 1 year of potential expiration	The City continues to maintain contact with property managers of at-risk properties to ensure properties remain affordable.	
4. Affordable Housing Density Bonus	Promote the use of density bonus through the City's website and in discussions with development applicants.	2014 - 2021	The City approved a package of incentives, including a density bonus, for Phase II of Andres Duarte Terrace, which was occupied in 2015. No new multi-family development applications were received in 2016.	
5. Efficient Project Review	Offer concurrent processing of residential	2014 - 2021	Development applications were limited to two second units in 2016 which were	

	projects, pre-application reviews, and CEQA exemptions for infill projects as appropriate.		processed efficiently.
6. Fair Housing Program	Refer fair housing complaints to the Housing Rights Center.	2014 - 2021	The City continues to distribute fair housing brochures and refers interested persons to The Housing Rights Center for assistance.
7. Senior Housing Opportunities	Actively pursue senior housing opportunities; research shared housing programs and other housing alternatives to assist Duarte's seniors.	2014 - 2021	The City approved two accessory dwelling units in 2016, providing additional housing opportunities for seniors. The City assisted in the development of the 42 unit, very low income Andres Duarte Terrace II, occupied in 2015.
8. Housing Opportunities for Persons Living with Disabilities	Support housing types that address the needs of the disabled community. Offer information and referral to available housing resources.	2014 - 2021	City coordinates with the San Gabriel Valley/ Pomona Regional Center to provide services to persons with developmental disabilities. Duarte supports the provision of housing for disabled populations through zoning opportunities for transitional housing, reasonable accommodation procedures, and programs to facilitate affordable housing.
9. Homeless Services Strategy	Support implementation of SGVCOG regional Homeless Services Strategy	2014 - 2021	The City coordinates with the San Gabriel Valley Consortium on Homelessness to support and identify permanent supportive housing, transitional housing and emergency shelter services for homeless persons.
10. Affordable Housing Development Assistance	Provide regulatory incentives and available financial assistance. Create and disseminate an Affordable Housing brochure. Amend the Code to provide incentives for ELI units.	Complete brochure and Code amendment in 2014	City provided a land write-down, density bonus and other regulatory incentives for the 42 units very low income Andres Duarte Terrace II, which was occupied in 2015. No new multi-family development applications were received in 2016.
11. Inclusionary Housing Ordinance	Implement Inclusionary requirements to produce affordable units. Est. implementing regulations for the Inclusionary Housing Trust Fund.	Est. Trust Fund regulations in 2015	With just two non-subsidized units issued permits in 2014-2016, the City was concerned that in such a soft residential market its inclusionary housing set-aside/in-lieu fee requirements were inhibiting residential development. In response, in June 2016, the City Council adopted a temporary suspension of Duarte's inclusionary housing regulations.
12. Homeowner Assistance	Develop brochure identifying available homebuyer programs. Apply to State in conjunction with future City assisted workforce housing.	Develop brochures by 2014. Apply to State as workforce projects are proposed.	Through the State and County programs, Duarte's first-time homebuyers have access to various affordable homebuyer programs. The City offers information and referral to the State and County programs. The City will develop a brochure highlighting the various programs available.
13. Section 8 Rental Assistance	Continue participation and coordination with HACoLA: encourage landlords to register units; advertise program to residents.	2014 - 2021	The City continues to encourage eligible persons to participate in the HACoLA Section 8 rental assistance program.

14. Sustainable Development and Green Programs	Implement sustainable development in new housing construction; promote green programs among residents and businesses	2014 - 2021	The City remains committed and effective in promoting and incorporating sustainable practices and programs.
15. Duarte Station Specific Plan	Facilitate residential and mixed use development in the Transit Station TOD, including incentives for the inclusion of affordable units.	2014 - 2021	The City provides zoning and development standards to facilitate residential and mixed-use development within the 19-acre Duarte Station TOD, including incentives for affordable units.
16. Second Dwelling Units	Disseminate educational materials on second units. Seek to achieve 8 units during the planning period.	2014 - 2021	The City continues to provide information on second dwelling units to interested residents and developers. Two second dwelling units were issued building permits in 2016. While no second dwelling units were advertised for rent, a rent survey of 1 bedroom apartment units in Duarte documented a median rent of \$1,420, within the level of affordability for 2 person, moderate income households.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2016 - 12/31/2016

General Comments:

While no accessory dwelling units were advertised for rent, a rent survey of 1 bedroom apartment units in Duarte documented a median rent of \$1,420, within the level of affordability for 2 person, moderate income household.

In September 2016, the City adopted the Duarte Town Center Specific Plan, providing a long-term strategy for revitalizing central Duarte and creating a more downtown-like environment. The award winning Plan provides for a significant increase in the City's residential development capacity, accommodating a net increase in over 1,000 multi-family and mixed use housing units in locations near transit and services.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2017 - 12/31/2017

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the "Final" button and clicking the "Submit" button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

**Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044**

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2017 - 12/31/2017

Table A
Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information						Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions				
1	2	3	4				5	5a	6	7	8	
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.	
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions		
(9) Total of Moderate and Above Moderate from Table A3				1	1							
(10) Total by Income Table A/A3				0	0	1	1					
(11) Total Extremely Low-Income Units*			0									

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2017 - 12/31/2017

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
 Reporting Period 01/01/2017 - 12/31/2017

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	1	0	1	1
No. of Units Permitted for Above Moderate	1	0	0	0	0	1	1

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2017 - 12/31/2017

Table B
Regional Housing Needs Allocation Progress
Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	87	0	0	42	0	0	0	0	0	0	42	45
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Low	Deed Restricted	53	0	0	1	0	0	0	0	0	0	1	52
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		55	0	0	0	2	1	0	0	0	0	3	52
Above Moderate		142	0	0	0	0	1	0	0	0	-	1	141
Total RHNA by COG. Enter allocation number:		337	0	0	43	2	2	0	0	0	0	47	290
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction DUARTE
 Reporting Period 01/01/2017 - 12/31/2017

Table C
Program Implementation Status

Program Description (By Housing Element Program Names)		Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation	
1. Housing Code Enforcement and Abatement	Monitor housing conditions and respond to complaints. Provide referrals to County rehabilitation programs.	2014 - 2021	The City maintains a Code Enforcement Program and refers residents to the LA County Community Development Commission's Home Improvement Programs.	
2. LA County Single-Family Rehabilitation Loan Program	Provide information and referral to LA Co's Hsg Rehab Program, and promote in conjunction with Code Enforcement.	2014 - 2021	Duarte continues as a participating city in the County CDBG program, and provides information to homeowners about low interest rehabilitation loans available through the County.	
3. Preservation of Assisted Rental Housing	Maintain contact with owners of at-risk properties, and provide technical, regulatory and financial assistance as necessary to preserve units.	Contact property owners within 1 year of potential expiration	The City contacted California Housing Partnership to update its at-risk inventory and identified one project - Duarte Park Apts - at high risk of conversion. The project's Section 8 HAP contract expires in 2022, and the City will initiate contact with the property owner to discuss preservation options at least one year prior to that date.	
4. Affordable Housing Density Bonus	Promote the use of density bonus through the City's website and in discussions with development applicants.	2014 - 2021	The City processed entitlements for a 161 unit mixed use project in 2017 under the recently adopted Town Center Specific Plan. The Plan's allowance for higher densities and incentives for lot consolidation enabled the project to provide significant numbers of units without the need for density bonus.	

5. Efficient Project Review	Offer concurrent processing of residential projects, pre-application reviews, and CEQA exemptions for infill projects as appropriate.	2014 -2021	A large scale mixed use project, The Huntington, received planning entitlements in 2017, representing the first market rate apartments developed in Duarte in over 20 years. The Huntington will consist of 161 apartments, 3,500 sf of commercial, 2,100 sf of live/work space and a five-level parking structure. The project was built under the Town Center Specific Plan, and was able to tier off the EIR prepared for the Plan.
6. Fair Housing Program	Refer fair housing complaints to the Housing Rights Center.	2014 - 2021	The City continues to distribute fair housing brochures and refers interested persons to The Housing Rights Center for assistance.
7. Senior Housing Opportunities	Actively pursue senior housing opportunities; research shared housing programs and other housing alternatives to assist Duarte's seniors.	2014 - 2021	The City approved one accessory dwelling unit in 2017, providing a housing opportunity for seniors. The City assisted in the development of the 42 unit, very low income Andres Duarte Terrace II, occupied in 2015.
8. Housing Opportunities for Persons Living with Disabilities	Support housing types that address the needs of the disabled community. Offer information and referral to available housing resources.	2014 - 2021	City coordinates with the San Gabriel Valley/ Pomona Regional Center to provide services to persons with developmental disabilities. Duarte supports the provision of housing for disabled populations through zoning opportunities for transitional housing, reasonable accommodation procedures, and programs to facilitate affordable housing.
9. Homeless Services Strategy	Support implementation of SGVCOG regional Homeless Services Strategy	2014 - 2021	In 2017, Duarte and its neighboring city of Irwindale received a joint planning grant to develop a long term strategy to address homeless issues in their areas. The cities will be conducting a series of outreach workshops in early 2018 to gain community input.
10. Affordable Housing Development Assistance	Provide regulatory incentives and available financial assistance. Create and disseminate an Affordable Housing brochure. Amend the Code to provide incentives for ELI units.	Complete brochure and Code amendment in 2014	The City sold three lots on Huntington Drive to a developer for development with a major mixed use project, including 161 apartment units. Revenue from the property sale will be deposited into the Housing Authority Fund and be used to support affordable housing in the City.
11. Inclusionary Housing Ordinance	Implement Inclusionary requirements to produce affordable units. Est. implementing regulations for the Inclusionary Housing Trust Fund.	Est. Trust Fund regulations in 2015	The City has concerns that its inclusionary housing set-aside/in-lieu fee requirements may be inhibiting residential development given Duarte's soft real estate market. In response, in June 2016, the City Council adopted a temporary suspension of Duarte's inclusionary housing regulations.
12. Homeowner Assistance	Develop brochure identifying available homebuyer programs. Apply to State in conjunction with future City assisted workforce housing.	Develop brochures by 2014. Apply to State as workforce projects are proposed.	Through the State and County programs, Duarte's first-time homebuyers have access to various affordable homebuyer programs. The City offers information and referral to the State and County programs. The City will develop a brochure highlighting the various programs available.
13. Section 8 Rental Assistance	Continue participation and coordination	2014 - 2021	The City continues to encourage eligible persons to participate in the HACoLA

	with HACoLA: encourage landlords to register units; advertise program to residents		Section 8 rental assistance program.
14. Sustainable Development and Green Programs	Implement sustainable development in new housing construction; promote green programs among residents and businesses	2014 - 2021	The City remains committed and effective in promoting and incorporating sustainable practices and programs. The entitled Huntington mixed use project will meet the City's Sustainable Development Practices (Chapter 19.52) requirements. The project will be proximate to Foothill Transit and Duarte Transit bus lines (both with stops within 1/2 block) and is within less than a mile from the Duarte Gold Line Station.
15. Duarte Station Specific Plan	Facilitate residential and mixed use development in the Transit Station TOD, including incentives for the inclusion of affordable units.	2014 - 2021	The City provides zoning and development standards to facilitate residential and mixed-use development within the 19-acre Duarte Station TOD, including incentives for affordable units.
16. Second Dwelling Units	Disseminate educational materials on second units. Seek to achieve 8 units during the planning period.	2014 - 2021	The City updated its second unit regulations in 2017 consistent with AB 2299 and SB 1069, and now allows for both attached and detached units up to 400 square feet in size. One second dwelling unit was issued a building permit in 2017. While no second dwelling units were advertised for rent, a rent survey of 1 bedroom apartment units in Duarte documented a median rent of \$1,420, within the level of affordability for 2 person, moderate income households.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

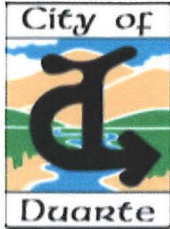
(CCR Title 25 §6202)

Jurisdiction DUARTE
Reporting Period 01/01/2017 - 12/31/2017

General Comments:

While no accessory dwelling units were advertised for rent, a rent survey of 1 bedroom apartment units in Duarte documented a median rent of \$1,420, within the level of affordability for 2 person, moderate income households.

In September 2016, the City adopted the award winning Duarte Town Center Specific Plan, providing for a net increase in over 1,000 multi-family and mixed use housing units in locations near transit and services. In September 2017, the City approved the first major project under the Plan, a mixed use project including 161 apartments and commercial space. In addition to providing various zoning incentives under the Plan, the City facilitated the project by selling the developer three city-owned lots on Huntington Drive.



MEMORANDUM

TO: CITY COUNCIL

FROM: COMMISSIONER SHAUNA PIERCE

SUBJECT: NOTICE OF ABSENCE FROM PLANNING COMMISSION MEETING

DATE: 3/19/18

REASON FOR ABSENCE:

 ACCIDENT VACATION ✓ OTHER*

 SICKNESS DEATH IN FAMILY

DATE OF MEETING ABSENCE FEBRUARY 20, 2018

* EXPLANATION OF ABSENCE Chaperoning Duarte
High School Choir trip to New York
Shauna Pierce
SIGNATURE

ABSENCE NOTED BY CITY COUNCIL

MEMORANDUM

TO: Mayor and Councilmembers

FROM: Darrell J. George, City Manager

DATE: March 22, 2018

SUBJECT: Conference Attendance – City Council Meeting of March 27, 2018

Intersection Luncheon
Dr. Lucy Jones with Congressman Adam Schiff
April 4, 2018 – 11:30 a.m. – 1:00 p.m.
Universal Studios Lot
3900 Lankershim Boulevard, Bldg 1220
Universal City
\$74 per person

League of California Cities
Legislative Action Day
April 18, 2018 – 11:30 a.m. – 5:00 p.m.
Sacramento Convention Center
Sacramento
Travel expenses



APR
04

**Intersection Luncheon:
Dr. Lucy Jones with
Congressman Adam
Schiff**

by Dr. Lucy Jones Center for Science
and Society

\$74

Join Dr. Lucy Jones in conversation with Congressman Adam Schiff as they discuss the role of science in policy-making at the first Intersection Lunch presented by the Dr. Lucy Jones Center for Science and Society.

Dr. Jones has made a career of communicating science to those who can use it to strengthen our communities, and Congressman Schiff is an elected official who has used the science from the US Geological Survey, Caltech, and other sources to help shape domestic policy. Representing California's 28th District, Congressman Schiff has led the effort to fully fund an Earthquake Early Warning system for California and the US West Coast.

Attendees will have a chance to hear the conversation and ask questions on this topic of these two local leaders, as well as engage in discussion with other attendees as part of the 90-minute program.

This is the inaugural luncheon of the Intersection Series that brings together experts and leaders to share insights on the application of science in various aspects of community life. Future installments of the Series will feature topics including infrastructure, art, finance, and other critical aspects of our community.

This Intersection Lunch is sponsored in part by ETC Building & Design and Safe-T-Proof.

Note: Please arrive promptly at 11:30am to allow time to park and enter the room by 11:45am when the program and conversation will begin. Space is limited, and sponsorship is available for tables of eight. Parking information will be sent to registrants the week of the event.

DATE AND TIME

Wed, April 4, 2018
11:30 AM – 1:00 PM PDT
[Add to Calendar](#)

LOCATION

Universal Studios Lot
3900 Lankershim Blvd
Bldg. 1220
Universal City, CA 91608

Wednesday
APRIL 18

REGISTRATION OPEN

8:30 – 11:30 a.m.

OPENING GENERAL SESSION

10:00 – 11:30 a.m.

Updates from Legislators

**Budget, Legislative and Policy Update from
League Leadership and Lobbyists**

- » Public pension sustainability
- » Public safety, marijuana regulation and drones
- » Local land use authority and affordable housing
- » Homelessness issues and funding opportunities
- » Disaster response: funding and policy
- » Water policy
- » Economic development and restoring redevelopment tools
- » Other legislation of critical importance

LUNCH ON YOUR OWN AND MEETINGS IN THE CAPITOL

11:30 a.m. – 3:30 p.m.

LEGISLATIVE PANEL DISCUSSION:

Addressing Housing and Homelessness

4:00 – 5:00 p.m.

(co-hosted by the League's Latino, African American, Asian-Pacific Islander, Gay-Lesbian-Bisexual-Transgender Local Officials, and Women's Caucuses)

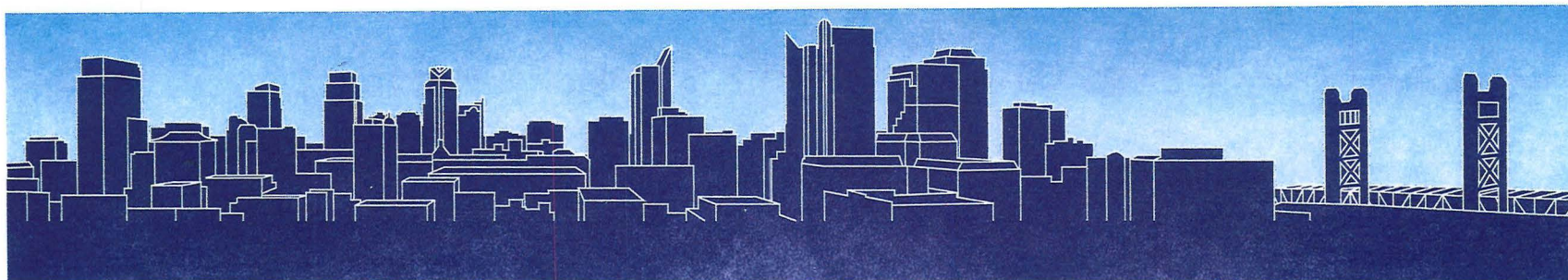
EVENING FREE TO DINE WITH YOUR LEGISLATOR

Additional evening activities are developing. Please check the website for updates.

Save The Date:

**2018 ANNUAL CONFERENCE
& EXPO**

September 12 - 14
Long Beach Convention Center



Pre-Registration Deadline, Friday, April 13, 2018. Visit www.cacities.org/events to register for this free event!

2018 LEGISLATIVE
Action Day

April 18, 2018
SACRAMENTO CONVENTION CENTER

Housing Deadline:
Tuesday, March 27, 2018

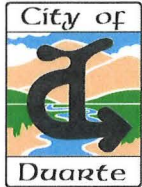
www.cacities.org/events | Check out our mobile app
facebook.com/leagueofcacities | @CaCities

120 YEARS
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1400 K Street, Ste. 400
Sacramento, CA 95814
www.cacities.org

Join us for the 2018 Legislative Action Day

For developing information go to www.cacities.org/LegislativeActionDay



MEMORANDUM

To: Mayor and City Council

From: Amanda Hamilton, Public Works Manager

Date: March 27, 2018

Subject: Award of Contract to West Coast Arborists, Inc. for Tree Trimming, Tree Maintenance and Inspection Services

RECOMMENDED ACTION

Staff recommends that the City Council award a multi-year contract to West Coast Arborists, Inc. (WCA) for Tree Trimming, Tree Maintenance, and Inspection Services.

Based on a four-year cycle of tree trimming and typical emergency call out frequency, the annual budgeted contract cost is estimated to be \$138,000. The contract is based on menu style rates for specific services which are valid for five years. If the contract is extended, the menu rates may be increased by the Consumer Price Index.

BACKGROUND

The City has approximately 5,643 trees within public right-of-way, parks and other city facilities. There are approximately 200 species of trees located in the City of Duarte. The City has contracted with WCA since 1999 to maintain its vast inventory of trees. This maintenance includes tree trimming, tree removals, tree planting, emergency response, inspections, and consulting arborist services. In addition to the variety of services that WCA offers one key element to its services is a detailed tree inventory with all maintenance records. This key element helps provide maintenance information for each tree which assists with service requests and insurance claims.

This contract includes an increase over past contracts, but this increase is being felt by all cities. The Department of Industrial Relations prevailing wage rates have increased. It is estimated that the cost for Urban Forestry Services Labor has increase by forty-five (45) percent. Starting June 1, 2016, WCA was obligated to provide compensation based on the pre-determined prevailing wages established by the Department of Industrial Relations, which were beyond the City of Duarte's original contract amounts.

The other reason for the increase in contract amount is based on an increase in the frequency of grid trimming citywide from a six-year cycle to a four-year cycle. A four-year cycle is recommended by the Joint Powers Insurance Authority. For the past several years, for a budget cutting purpose, the city reduced its previous four-year cycle to a six-year cycle.

In January 2018, the City of Duarte solicited proposals from qualified companies to perform annual tree trimming, tree maintenance and inspection services pursuant to the procedure specified in Duarte Municipal Code section 2.36.070. The tree trimming, tree maintenance and inspection contract is based on an initial term of five years, with five one-year extension periods. The one-year extension periods would only have a price increase based upon the Consumer Price Index. The Request for Proposals were sent out to ten bidding websites to advertise, advertised twice in the Duartean Newspaper, and displayed on the City of Duarte website.

On February 13, 2018, the City Clerk's Office received one proposal from a contractor, WCA, to provide Tree Maintenance Services for the City. Having a single bid for tree trimming is not unexpected. WCA has contracts with many area cities and provides very valuable tracking software. City staff meet with WCA to discuss the new rates and negotiated a better rate for the City based on yearly grid trimming and types of services. WCA revised their proposal and provided a best/ final offer for the contract rates.

WCA has a very extensive list of neighboring municipalities to whom they provide similar services, including the Cities of Arcadia, Burbank, Glendale, West Hollywood, and among others. Staff has compared the proposed rates to other City contracts and the rates are significantly similar or less.

Attachment: West Coast Arborists, Inc. proposal with summary of services.

FILE COPY

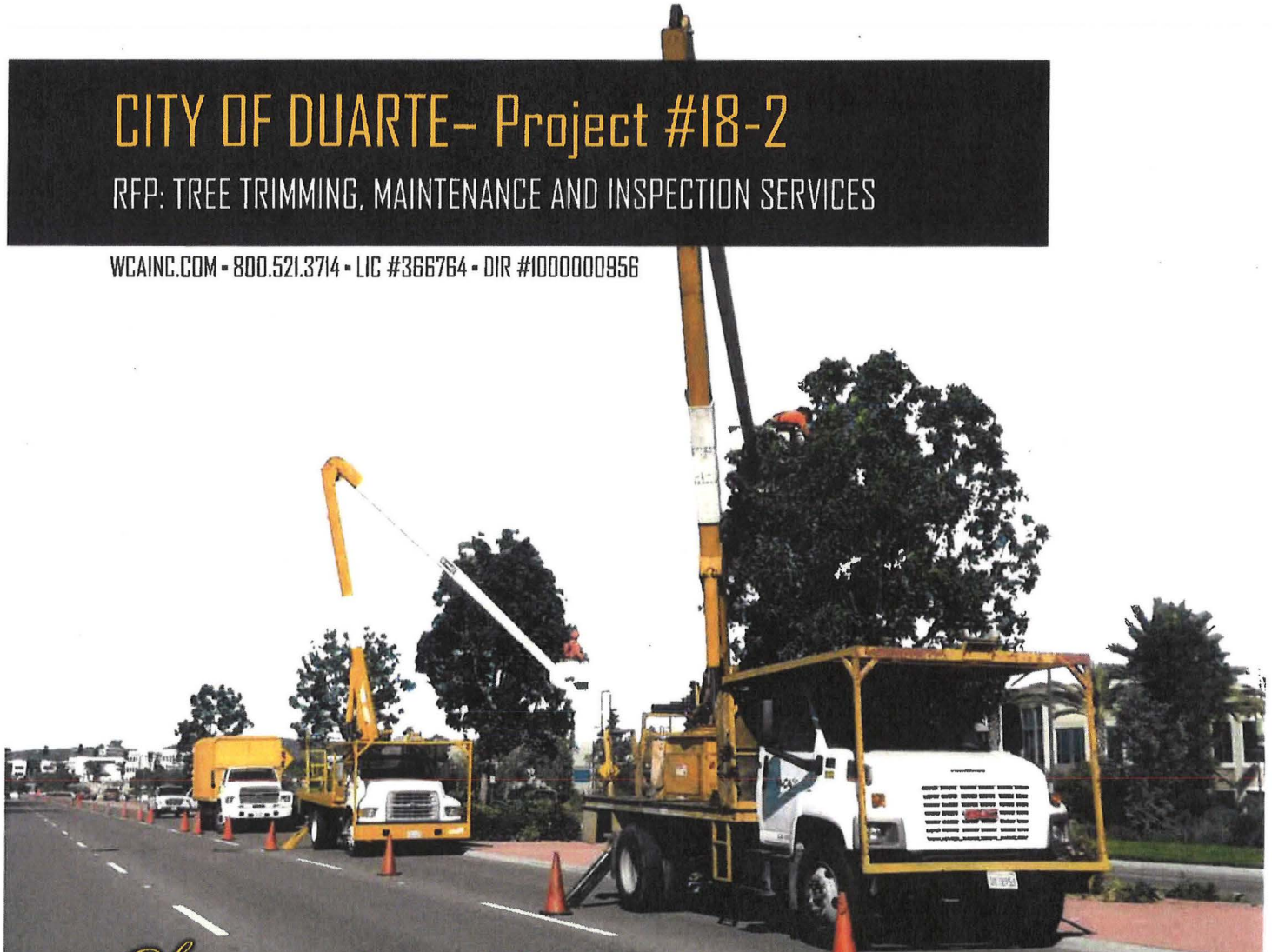
WCA



CITY OF DUARTE- Project #18-2

RFP: TREE TRIMMING, MAINTENANCE AND INSPECTION SERVICES

WCAINC.COM • 800.521.3714 • LIC #366764 • DIR #1000000956



Setting the gold standard.



Tree
Pruning



Tree
Removal



Tree
Planting



GPS Tree
Inventory



Emergency
Response



Plant
Health Care



ISA
Certified



1

STATEMENT OF QUALIFICATIONS

WEST COAST ARBORISTS, INC. (WCA) is a family-owned and operated union company employing over 844 full-time employees providing tree maintenance and management services. We are proudly serving over 250 municipalities and public agencies. We provide superior and safe tree care operations seven days a week, 24 hours a day throughout California and Arizona.

COMPANY INFORMATION

President: Patrick Mahoney
Organization Type: Corporation
Established: 1972
Federal Tax ID: 95-3250682
DIR Registration: 1000000956
Members of Laborers' Union: LIUNA!

CORPORATE OFFICE

2200 E. Via Burton St.
Anaheim, CA 92806

REGIONAL OFFICES

Fresno, CA
Phoenix, AZ
Riverside, CA
San Diego, CA
San Jose, CA
San Francisco, CA
Stockton, CA
Ventura, CA

CONTRACT ADMINISTRATION

Victor Gonzalez, Vice President
Corporate Office
Phone (714) 991-1900
Fax (714) 956-3745
Email: vgonzalez@wcainc.com

FIELD MANAGEMENT

Nick Alago, Area Manager
2200 E. Via Burton St.
Anaheim, CA 92806

Phone (714) 920-0558
Fax (714) 936-0377
Email: nalago@wcainc.com

EMERGENCY RESPONSE 24/7
866-LIMB-DOWN

OUR VISION

As a corporate citizen, WCA's responsibility and accountability are to the communities where we do business. We hold ourselves to the highest standards of ethical conduct and environmental responsibility, communicating openly with our customers and the communities in which we work. It is our goal and vision to lead the industry in state-of-the-art urban tree care and management services.

Tree care professionals serving communities who care about trees.

100% CUSTOMER SATISFACTION

Customer satisfaction is our top priority. We guarantee your complete satisfaction with every facet of our services. Our dedication to customer service has earned WCA a reputation unrivaled in the industry for dependability, integrity, quality and courtesy. We authorize our employees to do whatever is necessary to achieve the highest quality results. We know that high quality work saves our customer's valuable time and is far more cost effective if we do our work properly the first time. We are committed to courteous and prompt customer service to fully resolve any issue.



80+ ISA Certified Arborists



40+ Years Experience (Similar Size & Scope)



840+ Qualified Employees



Less than 2% turnover ratio for service staff



Local Office & Nursery (Anaheim & Ontario)



1000+ Pieces of Equipment (Owned)

CORPORATE CAPABILITIES

West Coast Arborists, Inc., is committed to successfully completing each project in accordance with the specifications, budget, schedule and with the highest quality of service. Our customers' satisfaction is a direct result of our means to carry out each project. Listed below are some of our corporate capabilities, which not only provide a sense of comfort and confidence to our customers, but also assure them of our continuous ability to carry out the duties of managing their urban forest.

- In business continuously and actively since 1972
- Contractor's License C61/D49 & C27
- Over \$8,500,000 line of credit available
- Bonded by CBIC, an A+ rated company
- Over 840 employees
- Over 250 contracts with public agencies
- 81 Certified Arborists
- 142 Certified Treeworkers
- Drug-free workplace
- 14,000 sq. ft. company-owned Headquarters (Anaheim)
- Department of Agriculture Nursery license
- Avg. 500,000 trees **pruned** annually over past 3 years
- Avg. 18,000 trees **removed** annually over past 3 years
- Avg. 14,000 trees **planted** annually over past 3 years
- Avg. 250,000 trees **inventoried** annually over past 3 years
- Fully insured with insurance up to \$10 million
- Federal Tax ID #95-3250682, current on all taxes and filings with state and federal government
- Sales volume over \$95 million annually
- Fleet of approximately 1,000 pieces of equipment

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS

**CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE**

License Number **366764** Entity **CORP**

Business Name **WEST COAST ARBORISTS INC**

Classification(s) **C61/D49 C27**

Expiration Date **12/31/2018** www.cslb.ca.gov

State of California
Department of Industrial Relations

Public Works Contractor (PWC) Registration Search

This is a listing of current and active PWC registrations pursuant to Division 2, Part 7, Chapter 1 (commencing with section 1720 of the California Labor Code.)

Enter at least one search criteria to display active registered public works contractors, matching your selection.

Registration Year:

PWC Registration Number:

Contractor Legal Name:

License Number: Contractor License Lookup

County:

Search Results
One registered contractor found, 1

Details	Legal Name	Registration Number	County	City	Registration Date	Expiration Date
View	WEST COAST ARBORISTS, INC.	1000000056	ORANGE	ANAHEIM	06/07/2017	06/30/2018



Active Memberships:

- Tree Care Industry Association (TCIA)
- International Society of Arboriculture (ISA)
- League of California Cities (LCC)
- California Parks & Recreation Society (CPRS)
- Association of California Cities- Orange County (ACCOC)
- Maintenance Superintendents Association (MSA)
- California Landscape Contractors Association (CLCA)
- Street Tree Seminar (STS)
- California Urban Forest Council (CaUFC)
- American Public Works Association (APWA)





2

STAFF QUALIFICATIONS



Staff members have diverse educational backgrounds including accounting, business administration, engineering, and forestry.

INTRODUCTION

West Coast Arborist's (WCA) is a company comprised of a management team and a safety committee. Staff members have diverse educational backgrounds including accounting, business administration, engineering and forestry.

WORK FORCE

WCA actively maintains ongoing processes to assure that only qualified and competent staff provides safe and quality tree maintenance services. These skilled employees can only be achieved through both training and work experience. We believe that essential experience should always be obtained through qualified supervision; this includes both basic and extended skills. WCA makes every attempt to ensure that this is undertaken before performing work, leading a crew, or career advancement. The work performed on this contract is routine, recurring and usual. The work includes watering, trimming, pruning, planting, removal and replacement of trees and plants, and servicing of irrigation. The rates included in the Cost Proposal are based on the current prevailing wage determination for "Tree Maintenance (Laborer)."

CERTIFICATION

WCA encourages its employees to get certified through the International Society of Arboriculture, in an effort to raise the standard of professional tree care companies. This standard exemplifies our company's commitment to providing customers with competent, knowledgeable certified workers. WCA employs a large number of ISA Certified Arborists and ISA Certified Tree Workers.

CREW EVALUATION

WCA employees are evaluated through an internal mechanism supervised by our Management Team. Each employee performs their duties according to a criteria-based job description that reflects safety, quality workmanship, productivity, appropriateness of care, problem solving and customer service. A performance appraisal is conducted for each employee upon completion of the probationary period and at least annually thereafter. Each worker is also required to complete a competency assessment and orientation upon hire and annually thereafter in selected areas to assure that ongoing requirements are met and opportunities for improvement are identified.

UPPER MANAGEMENT TEAM

From marketing, contract administration, field and fleet management, to information technology, our Upper Management Team is involved in the day-to-day operations supporting each Project Team and Customer to ensure the highest quality of tree care is being achieved in the industry.

Patrick Mahoney, President



Rose Epperson, Vice President



Richard Mahoney, Vice President



Debbie DePasquale, VP Contract Services



Chris Crippen, VP IT



Victor Gonzalez, VP Marketing



Andy Trotter, VP Field Operations



Randy Thompson, VP Operations



Jason Pinegar, Regional Manager



PROJECT TEAM

NICK ALAGO, PROJECT MANAGER

ISA Certified Arborist #WE 4396 AU • TCIA Certified Arborist #250 • TLC Wildlife Aware • NCCCO Certified Crane Operator
Mr. Alago has been with WCA since 1999. He has nearly 35 years experience in the arboriculture field. He is responsible for estimating, scheduling, contract administration, personnel and daily operation. He is responsible for field operations, customers service, and management of crews throughout the Inland Empire. Through his employment he has gained valuable experience in computer estimating, tree inventory systems, and costing programs which are essential in the efficient operation of tree crews.

ALONSO GARCIA, SUPERVISOR

ISA Certified Arborist #8499A • TCIA Safety Professional #301

As Site Supervisor, Alonso is a full-time employee and speaks fluent English. He is responsible for reviewing the day's activities, assisting the Area Manager in scheduling, and ensuring proper safety procedures are being followed. As the Supervisor, they will communicate with City officials and other interested parties on a daily basis. Reports and resolves malfunctions, damage, or industrial injury. He also assists in employee training programs, maintains records, and files daily reports and receipts.

VALERIE RODRIGUEZ, CUSTOMER SERVICE REPRESENTATIVE (CSR)

As the CSR (Customer Service Representative), Valerie is responsible for providing support to the Area Manager, Site Supervisors and crew. She is to act as a liaison between the company and it's clients as well as the general public. Valerie is responsible for responding to customer service inquires and facilitating contracting functions, such as: mapping, underground service alert, data entry, field book preparation, list preparation, etc.

ERNESTO MACIAS, SAFETY MANAGER

ISA Certified Arborist #WE 7120AUM • TICA Safety Professional #1115

Ensures safety company-wide which includes the development, implementation and review of the company's in-house training programs, crew safety audits, and the company's Injury & Illness Prevention Program.

TIM CROTHERS, PLANT HEALTH CARE MANAGER

ISA Board Certified Master Arborist WE 7655 BUM • DPR Qualified Pest Control Applicator #145321 QAL Category B & D

WCA's PHC program is managed in-house; there is no subcontracting. Staff is licensed by the CA Dept. of Pesticide Regulation. Our program goes beyond standard chemical applications as we expanded our services to include an Integrated Pest Management program. Inspection, diagnosis and treatments are available as needed.



Nick Alago, Project Mgr.



Alonso Garcia, Supv.



Valerie Rodriguez, CSR



Ernesto Macias, Safety Mgr.



Tim Crothers, PHC Mgr.

566

Field Employees

LiUNA!

In partnership with the Laborer's International Union of North America
Higher Standards + Exemplary Training = Superior Employees

2 STAFF QUALIFICATIONS

ISA Certified

81

Arborists

5

Board Certified Master Arborists

142

Tree Workers

WCA staff is trained to design and implement Traffic Control Plans.

ATSSA



1

Certified Urban Forester

74

WCA Certified Utility Line Clearance Workers

18

ISA Certified Utility Specialists

25

TCIA Certified Tree Care Safety Professionals

8

ISA Municipal Specialist

1

Nursery in Placentia & Dedicated Manager

6

Information Technology Specialists

75

Fleet Mechanics

16

NCCCO Certified Crane Operators

Unique Capabilities

PHC

WCA has developed an exemplary Plant Health Care Program that goes beyond standard chemical applications.

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION

2

Advisors

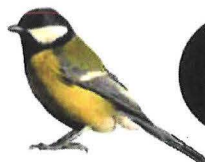
10

Applicators



WILDLIFE PROTECTION

WCA's VP of Field Operations is a key contributor in identifying and developing the first ever Best Management Practices guidelines for Tree Care for Birds and Other Wildlife.



70

WCA has 70 staff members certified through the Wildlife Aware and Wildlife Training Institute.

Board Certified Master Arborists

Michael Palat WE 6541 BUM
Kelley Gilleran WE 7061 B
Tim Crothers WE 7655 BUM
Cris Falco WE 7490 B
Glenn Reeve WE 10177 B

ASCA Consulting Arborist

Michael Mahoney, ASCA Consulting Academy #0022/ Registered Member #353 - WC 0216 A - BA CSUF
Mr. Mahoney has over thirty-six years in practical and management experience in arboriculture and urban forestry; 20 years full-time as an arboriculture practitioner; 5 years full-time as manager of large arboricultural contracting firm; 5 years full-time as CEO of arboricultural and urban forestry consulting firm; 6 years full-time as an independent arboricultural and urban forestry consultant. Approximately 45 hours credit, annually, arboricultural continuing education.

WCA's ISA Certified Arborists

Employee Name	Cert #	JESUS RAYA	WE-3445A
ADAN BALTAR REYNAGA	WE-7786AT	JOEL LOPEZ	WE-1087A
AL EPPERSON	WE-0719A	JOHN LEE PINEDA	WE-10367A
ANDREW R. TROTTER	WE-0642A	JORGE MACANA	WE-3460A
ARLENE BISCAN	WE-5806A	JOSE A. GONZALEZ MENDEZ	WE-6475A
BENJAMIN EUGENE BORDSON	WE-10777A	JOSE M. CORTEZ TORRES	WE-8539A
BRIAN C. KIRKGAARD	WE-10476A	JOSE M. CHAVARRIA MANZO	WE-1210AT
BRIAN M. KOCH	WE-0341A	JOSE MANUEL PEREZ	WE-0816A
CAUVIN F. HAUPT	WE-7634A	JOSEPH BARTOLO	WE-2034AU
CARLOS BRACAMONTES	WE-8557A	JOSEPH NICK ALAGO	WE-4396A
CHARLES PATRICK MADSEN	WE-0462A	JUAN ORTIZ	WE-8514A
CORINNE BRUNDER BASSETT	WE-0625A	JUAN C. IXTA	WE-10144A
CRISTAN ANGELO FAICCO	WE-7490A	JUSTIN LEE MENZEL	WE-11756A
CURTIS PATRICK WORTH	WE-10872A	KELLEY LEWIS GILLERAN	WE-7051A
DANIEL CHAVARRIA	WE-10282A	KRIS BURGDIGE	WE-9568A
DANIEL MAHONEY	WE-10434A	LEONEL CORTEZ	WE-8625A
DAVID COOPER	WE-0497A	LORENZO PEREZ	WE-7443A
DEBORAH DEPASQUALE	WE-3812A	MANUEL BRIAND	WE-8791A
EDUARDO VARGAS	WE-1058AT	MARCO A. PADILLA JIMENEZ	WE-8621A
ELOY MARQUEZ	WE-1156AT	MARIA MUNOZ-CAMPOS	WE-8267A
ERICK SERRANO	WE-6750A	MATEO ARVIZU	WE-10151A
ERNESTO J. F. MACIAS	WE-7120A	MICHAEL W. PALAT	WE-6541A
EUGENE BARRIENTOS	WE-8701A	NESOR VALENCIA	WE-10355A
FELIX HERNANDEZ	WE-2037A	PATRICK D. MAHONEY	WE-1172A
GERARDO PEREZ	WE-9131AT	RANDY J. THOMPSON	WE-1043A
GERARDO MARTINEZ GARCIA	WE-11258A	REBECCA A. MEJIA	WE-2235A
GLENN D. WHITLOCK REEVE	WE-10177A	RENE ROSALES	WE-7941AT
GONZALO REGALADO	WE-9952A	RICHARD R. MAHONEY	WE-1171A
HECTOR MONTES	WE-8073A	ROBERT D. THOMPSON	WE-0915AU
HERMINIO PADILLA	WE-7552A	RODNEY LYNN MORGAN	WE-9546A
HUGO ANGEL RINCON	WE-8710A	ROSE M. EPPERSON	WE-1045A
IGNACIO LOPEZ	WE-7328A	SEAN PATRICK SULLIVAN	WE-10050A
ISIDRO ESTRADA BARBOZA	WE-11685A	SHAWN A. BEZIK	WE-3182A
J. ALONSO GARCIA-LOPEZ	WE-8489A	STEFAN B. KALLENBERG	WE-10730A
JAIME ROSELIO HERNANDEZ	WE-5297A	STEPHEN GLENN DAVIS JR	WE-10834A
JAMES CHARLES WORKING	WE-1592A	STEVE B. HUNT	WE-1044A
JAMES PAUL SPECK II	WE-10858AT	TIMOTHY CROTHERS	WE-7655A
JARED LEE MAYSEY	WE-11510A	VICTOR M. GONZALEZ	WE-7175A
JASON PINEGAR	WE-2039AU	WALLACE BURCH	WE-0713A
JASTIN ROSS DAYLIN	WE-7628A	WILLIAM STEVE PONCE	WE-6461A
JEFFERY B. WILLIAMS	WE-1160A		
JOSE INEZ MANCILLA	WE-10983T	JULIO C. GARCIA VAZQUEZ	WE-1175T
JOSE JUAN PEREZ	WE-11246T	KYLE JAMES VIGNEAU	WE-10962T
JOSE LUIS DELREAL	WE-11231T	LEONARDO RAMOS	WE-11264T
JOSE M. CORTEZ TORRES	WE-8539AU	LEONEL CORTEZ	WE-8625AT
JOSE M. MUNIZ GARCIA	WE-11686T	LETUSA MUJAU JR	WE-1021T
JOSE M. CHAVARRIA MANZO	WE-11210T	LORENZO PEREZ	WE-7443AT
JOSE MANUEL PEREZ	WE-0818AT	LUIS A. MUNOZ RAMIREZ	WE-11023T
JOSE R. GRANADOS	WE-11186T	LUIS P. PEREZ	WE-11245T
JOSEPH ANTHONY NUNN	WE-11034T	MANUEL BARRAGAN	WE-10925T
JUAN BECERRA	WE-10932T	MANUEL BRIAND	WE-8791AT
JUAN MARQUEZ	WE-10987T	MARCO A. PADILLA JIMENEZ	WE-8621AT
JUAN ORTIZ	WE-8514AT	MARCO ANTONIO VERGARA	WE-11065T
JUAN TELLEZ TAPIA	WE-1137T	MARCOS RICHARD-MARTINEZ	WE-10989T
JUAN AMADOR ARCE	WE-11480T	MARCOS GAMINO	WE-11482T
JUAN C. PENA-ARIAS	WE-11327T	MARTIN BARRERA	WE-10923T
JUAN CARLOS MORA	WE-11019T	MATEO ARVIZU	WE-10918T

WCA's ISA Certified Tree Workers

Employee Name	Cert #	FELIX HERNANDEZ	WE-2037AT
ADAM RODRIGUEZ	WE-11281T	FRANCISCO LOPEZ	WE-10952T
ADAN BALTAR REYNAGA	WE-7786AT	FRANCISCO RAMIREZ	WE-11259T
AGUSTIN LOZANO	WE-11309T	FRANCISCO VILLANUEVA	WE-10965T
ALEJANDRO VALENZUELA	WE-11674T	FRANCISCO URENA JIMENEZ	WE-11075T
ALFREDO ANGEL LOPEZ	WE-11334T	GABRIEL GAMINO	WE-1167T
ANDRES ROMAN	WE-11285T	GABRIEL MERCADO RUIZ	WE-11568T
ANTONIO CASTELLANOS	WE-11203T	GERARDO PEREZ	WE-9131AT
ANTONIO GRADILLA	WE-1185T	GERARDO A. ORDUNO	WE-11036T
ANTONIO GARCIA CONTRERAS	WE-11173T	GERARDO MARTINEZ GARCIA	WE-10997T
ARIEL ALONSO	WE-10906T	GLENN D. WHITLOCK REEVE	WE-10177ATM
ARMANDO SOTO	WE-11131T	GONZALO REGALADO	WE-9952AT
ARMANDO D. LOPEZ	WE-10953T	HECTOR MONTES	WE-8079AUT
AUDOMAR CORRAL	WE-11220T	HERIBERTO CORDONEL WENCESLAD	WE-11218T
AURELIO COVARRUBIAS	WE-11629T	HUGO ANGEL RINCON	WE-8710AT
AURELIO PAZ-GUZMAN	WE-11084T	HUMBERTO CHAVARRIA	WE-11207T
BRIAN C. KIRKGAARD	WE-10476AT	ISAIAS MACIAS	WE-10293T
CARLOS IXTA	WE-11106T	ISRAEL A. RAMIREZ	WE-11567T
CARLOS RAMOS	WE-11263T	J. REFUGIO ESCAMILLA	WE-1153T
CELEDONIO R. MANZANO OLEA	WE-10984T	J. SOCORRO GARCIA	WE-11172T
CELESTINO PEREZ	WE-11243T	JAIME ROSELIO HERNANDEZ	WE-5297AT
CESAR WENCESLAD	WE-10968T	JAMES CHARLES WORKING	WE-1592AT
CESAR G. VALENZUELA REYES	WE-11076T	JEFFERY B. WILLIAMS	WE-1100AT
CHARLES F.M. INSCO	WE-11368T	JESUS RAYA	WE-3449AT
CURTIS PATRICK WORTH	WE-10972AT	JESUS A. MONTES	WE-1101AT
DANIEL CHAVARRIA	WE-10292AT	JESUS M. SARABIA PENA	WE-11450T
DANIEL RIVAS	WE-10850T	JOEL LOPEZ	WE-10871AT
DANIEL GEORGE POTTS	WE-11534T	JOEL MARTINEZ	WE-10992T
DANIEL J. KNUTSEN JR	WE-11715T	JOEL ORTIZ	WE-11039T
DANNY AYITA	WE-11638T	JOEL M. RIVERA	WE-11273T
DELFINO AGUILAR-MORALES	WE-10900T	JOHN LEE PINEDA	WE-10367AT
DEMETRIO LIRA	WE-11323T	JORGE ARREDOLA-HERNANDEZ	WE-11321T
DEMETRIO OSEGUERA	WE-11043T	JORGE DUENAS	WE-11144T
EDIBERTO SERNA SALAZAR	WE-11051T	JORGE JIMENEZ	WE-11110T
EDUARDO AVILA	WE-10812T	JOSAFAT MONTOYA	WE-11015T
EDUARDO MARTINEZ BECERRA	WE-10990T	JOSE AGUAYO	WE-10899T
EDUARDO VARGAS	WE-11058T	JOSE JIMENEZ	WE-11108T
ELIGIO IBARRA CARDOSO	WE-11197T	JOSE JIMENEZ HERNANDEZ	WE-11113T
ELOY MARQUEZ	WE-11566T	JOSE VEGA	WE-11062T
ENRIQUE SANDOVAL	WE-11302T	JOSE A. ALVAREZ	WE-10908T
ERNESTO GONSALEZ	WE-11461T	JOSE A. GONZALEZ MENDEZ	WE-6475AT
EUGENE BARRIENTOS	WE-8701AUT	JOSE ABEL CANCINO	WE-11192T
FAUSTO GUZMAN	WE-11083T	JOSE AGUSTIN CARRILLO	WE-11200T
FELIX GARCIA	WE-11170T	JOSE F. DRELLANA	WE-11483T
MELCHOR LEMUS	WE-11237T	ROBERT JAY ADDISON JR	WE-10898T
MICHAEL LOUIS YOUNG	WE-11687T	RODNEY LYNN MORGAN	WE-9546AUT
MIGUEL AYALA	WE-10924T	ROMUALDO GAETA LUNA	WE-11165T
MIGUEL MACIAS	WE-10978T	SALOMON SILVA	WE-11053T
NELSON R. AGUIRRE	WE-10901T	SALUSTIO SANCHEZ	WE-11462T
OSCAR IGNACIO RIVERA	WE-11424T	SAMUEL JIMENEZ	WE-11109T
PEDRO CUEVAS	WE-11765T	SANTOS MACIAS LEMUS	WE-10980T
PEDRO GARCIA	WE-11168T	SERGIO LOPEZ-RIVERA	WE-10957T
PEDRO SANDOVAL	WE-11301T	STEFAN B. KALLENBERG	WE-10730AT
PEDRO ALTAMIRANO	WE-10955T	STEPHEN GLENN DAVIS	WE-10894AT
RAMON ZUNIGA GOMEZ	WE-10977T	STEVE B. HUNT	WE-1044A
RANULFO PERALTA CASTANEDA	WE-11202T	VENTURA GOMEZ	WE-11180T
RAUL MANZO HERNANDEZ	WE-10985T	WALLACE BURCH	WE-0713AT
RAUL TELLEZ TAPIA	WE-11138T		
RAYMUNDO GUTIERREZ	WE-11080T		
RENE ROSALES	WE-7941AT		

CURRENT CONTRACT WORK EXPERIENCE

WCA, Inc. understands the challenge that many cities face to reduce the cost of tree maintenance services, while increasing the level of performance. Utilizing our services as a valuable, cost-effective resource, cities are able to provide better services to their community. These contracts cover a range of services from providing emergency response to maintaining the Agency's entire urban forest.

3

REFERENCES/ EXPERIENCE

CITY OF AZUSA



Annual Budget: \$ 670,000
Contact: Ross Montes, Park Maintenance Supervisor
Address: 213 Foothill Blvd., Azusa CA 91702
Phone: (818) 812-5260
Email: rmontes@ci.azusa.ca.us

SINCE 2000

The City is responsible for maintaining 37,829 tree sites. Azusa is an active user of the ArborAccess inventory management system and regularly uses the system to forecast budget amounts and to schedule maintenance as needed. With the help of the up-to-date inventory and the management system the City has been able to maintain a 5-year maintenance cycle.

CITY OF ONTARIO



Annual Budget: \$ 650,000
Contact: Mike Mergener, Parks & Maintenance Supv.
Address: 1425 South Bon View, Ontario, CA 91760
Phone: (909) 917-9667
Email: mmergener@ci.ontario.ca.us

SINCE 1998

We currently perform tree removals and tree planting as part of the City's reforestation program. The project also includes tree maintenance at City Parks in addition to consulting arborist services for city-owned trees. This project is an annual contract. Together, we are able to maintain trees more efficiently while guaranteeing the residents and businesses top quality tree care for the City's asset of nearly 60,000 trees valued at over 1.6 million dollars.

CITY OF WALNUT



Annual Budget: \$ 320,000
Contact: Carol Partridge, Community Services Supt.
Address: 21701 E. Valley Blvd., Walnut, CA 91789
Phone: (909) 598-5605
Email: cpartridge@ci.walnut.ca.us

SINCE 2003

To date there are nearly 17,000 city-maintained trees valued over \$42,000,000. Together, we are able to prune trees more efficiently, while the City is able to retrieve our work history and monitor predictable tree trimming schedules which helps guarantee the residents and businesses top quality tree care.

CITY OF CHINO HILLS



Annual Budget: \$ 300,000
Contact: Luther Martin, Park & Open Space Supv.
Address: 14000 City Center Dr., Chino Hills, CA 91709
Phone: (909) 364-2849
Email: lmartin@chinohills.org

SINCE 2000

We currently perform tree pruning, tree removals and tree planting as part of the City's tree maintenance program. This project is an annual contract.

FIRM EXPERIENCE

Listed below are current contracts (in alphabetical order) valued over \$1,000,000 annually. These contracts represent WCA corporate capabilities to provide superior and professional work to public agencies.

CUSTOMER	DURATION	ANNUAL CONTRACT AMOUNT
City of Anaheim/Anaheim Utilities	Since 2007	\$ 1,750,000.00
City of Beverly Hills	Since 2000	\$ 1,375,000.00
City of Corona	Since 2010	\$ 1,300,000.00
City of Fullerton	Since 1998	\$ 1,000,000.00
City of Glendale	Since 2015	\$ 1,056,000.00
City of Huntington Beach	Since 2008	\$ 1,000,000.00
City of Long Beach	Since 2016	\$ 1,200,000.00
City of Palo Alto	Since 2016	\$ 1,400,000.00
City of Sacramento	Since 2015	\$ 1,000,000.00
City of San Diego	Since 2015	\$ 2,000,000.00
City of Santa Ana	Since 2015	\$ 1,082,000.00
City of Santa Monica	Since 2011	\$ 1,723,000.00
County of LA	Since 2015	\$ 4,300,000.00
County of Orange	Since 2013	\$ 1,800,000.00
Riverside Public Utilities	Since 2016	\$ 2,000,000.00

EXPERIENCE (SIMILAR SIZE & SCOPE)

The references listed above are all current contracts displaying WCA's capabilities to provide the necessary manpower, experience, and equipment to manage Cities and Counties that require a heightened level of attention, expectation and need in comparison to other types of customers (i.e., HOA's, commercial and residential).

WCA, Inc. specializes in tree care for municipalities and public agencies. WCA, Inc. does not provide residential service or sub-contract.

EXPERIENCE- CURRENT CALIFORNIA CITIES/COUNTIES UNDER CONTRACT WITH WCA

CITY OF AGOURA HILLS
 CITY OF ALAMEDA
 CITY OF ALHAMBRA
 CITY OF ANAHEIM
 CITY OF ARTESIA
 CITY OF AZUSA
 CITY OF BALDWIN PARK
 CITY OF BELL
 CITY OF BELLFLOWER
 CITY OF BEVERLY HILLS
 CITY OF BREA
 CITY OF BRENTWOOD
 CITY OF BUENA PARK
 CITY OF BURBANK
 CITY OF CAMARILLO
 CITY OF CARLSBAD
 CITY OF CARMEL-BY-THE-SEA
 CITY OF CARPINTERIA
 CITY OF CARSON
 CITY OF CERRITOS
 CITY OF CHINO HILLS
 CITY OF CHOWCHILLA
 CITY OF CITRUS HEIGHTS
 CITY OF CLAREMONT
 CITY OF COACHELLA
 CITY OF CONCORD
 CITY OF CORONA
 CITY OF CORONADO
 CITY OF COSTA MESA
 CITY OF COVINA
 CITY OF CULVER CITY
 CITY OF DANA POINT
 CITY OF DAVIS
 CITY OF DEL MAR
 CITY OF DIAMOND BAR
 CITY OF DUARTE
 CITY OF EL CAJON
 CITY OF EL CERRITO
 CITY OF ENCINITAS
 CITY OF FILLMORE
 CITY OF FONTANA
 CITY OF FRESNO
 CITY OF FULLERTON
 CITY OF GARDEN GROVE
 CITY OF GARDENA
 CITY OF GILROY
 CITY OF GLENDALE
 CITY OF GLENORA
 CITY OF HUNTINGTON BEACH
 CITY OF IMPERIAL BEACH

CITY OF INDIO
 CITY OF IRVINDALE
 CITY OF LA CANADA FLINTRIDGE
 CITY OF LA HABRA
 CITY OF LA MESA
 CITY OF LA MIRADA
 CITY OF LA PALMA
 CITY OF LA PUENTE
 CITY OF LA VERNE
 CITY OF LAGUNA BEACH
 CITY OF LAGUNA HILLS
 CITY OF LAGUNA NIGUEL
 CITY OF LAKE ELSINORE
 CITY OF LAKEWOOD
 CITY OF LODI
 CITY OF LOMITA
 CITY OF LOMPOC
 CITY OF LONG BEACH
 CITY OF LOS ALAMITOS
 CITY OF LOS ALTOS
 CITY OF LOS ANGELES
 CITY OF MADERA
 CITY OF MANHATTAN BEACH
 CITY OF MAYWOOD
 CITY OF MENLO PARK
 CITY OF MILPITAS
 CITY OF MISSION VIEJO
 CITY OF MONROVIA
 CITY OF MONTECLAIR
 CITY OF MONTEBELLO
 CITY OF MONTEREY
 CITY OF MONTEREY PARK
 CITY OF MOORPARK
 CITY OF MORENO VALLEY
 CITY OF MORGAN HILL
 CITY OF MOUNTAIN VIEW
 CITY OF MURRIETA
 CITY OF NEWARK
 CITY OF NORCO
 CITY OF NORWALK
 CITY OF OAKLEY
 CITY OF OCEANSIDE
 CITY OF ONTARIO
 CITY OF ORANGE
 CITY OF OXNARD
 CITY OF PALO ALTO
 CITY OF PARAMOUNT
 CITY OF PERRIS
 CITY OF PLACENTIA
 CITY OF PLEASANTON
 CITY OF POMONA
 CITY OF PORTERVILLE
 CITY OF POWAY
 CITY OF RANCHO PALOS VERDES

CITY OF REDLANDS
 CITY OF RIALTO
 CITY OF RIVERSIDE
 CITY OF ROSEMEAD
 CITY OF ROSEVILLE
 CITY OF SACRAMENTO
 CITY OF SAN BERNARDINO
 CITY OF SAN DIEGO
 CITY OF SAN DIMAS
 CITY OF SAN FERNANDO
 CITY OF SAN GABRIEL
 CITY OF SAN JACINTO
 CITY OF SAN JOSE
 CITY OF SAN JUAN CAPISTRANO
 CITY OF SAN MARCOS
 CITY OF SAN RAMON
 CITY OF SANTA ANA
 CITY OF SANTA BARBARA
 CITY OF SANTA CLARA
 CITY OF SANTA FE SPRINGS
 CITY OF SANTA MARIA
 CITY OF SANTA MONICA
 CITY OF SANTA PAULA
 CITY OF SANTEE
 CITY OF SIERRA MADRE
 CITY OF SIGNAL HILL
 CITY OF SOLANA BEACH
 CITY OF SOUTH PASADENA
 CITY OF SOUTH SAN FRANCISCO
 CITY OF STOCKTON
 CITY OF SUNNYVALE
 CITY OF TEMECULA
 CITY OF TEMPLE CITY
 CITY OF THOUSAND OAKS
 CITY OF TORRANCE
 CITY OF TRACY

CITY OF TULARE
 CITY OF TUSTIN
 CITY OF UNION CITY
 CITY OF UPLAND
 CITY OF VENTURA
 CITY OF VICTORVILLE
 CITY OF VISALIA
 CITY OF VISTA
 CITY OF WALNUT
 CITY OF WEST COVINA
 CITY OF WEST HOLLYWOOD
 CITY OF WEST SACRAMENTO
 CITY OF WHITTIER
 CITY OF WOODLAND
 CITY OF YORBA LINDA
 COUNTY OF ALAMEDA
 COUNTY OF COLUSA
 COUNTY OF CONTRA COSTA
 COUNTY OF FRESNO
 COUNTY OF LOS ANGELES
 COUNTY OF MONTEREY
 COUNTY OF ORANGE
 COUNTY OF RIVERSIDE
 COUNTY OF SAN BERNARDINO
 COUNTY OF SAN DIEGO
 COUNTY OF SAN JOAQUIN
 COUNTY OF TULARE
 COUNTY OF YOLO
 TOWN OF ATHERTON
 TOWN OF LOS GATOS



Modern Fleet consisting of
1000+

4

EQUIPMENT
INVENTORY

EQUIPMENT

Our modern fleet undergoes daily inspection prior to use to ensure efficiency and safety. All equipment is routinely serviced, painted, and detailed. All equipment used during the duration of this project will meet state and federal safety requirements and have all up-to-date certifications as required.

CHP Biennial Inspection of Terminal Certification

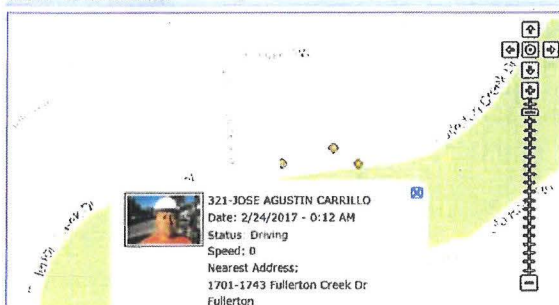
We have successfully been awarded the CHP Biennial Inspection Award of Recognition. This inspection has assisted our company in instituting several safety programs, as well as our Preventative Maintenance Program utilized by our in-house fleet department. The inspection reviews our vehicle maintenance and repair records, our procedural methods and policies for vehicle maintenance and operations. This certification ensures that our vehicles operate safely.

NetworkCar Fleet Solutions

WCA has partnered with NetworkCar Fleet Solutions to provide GPS units on all vehicles and equipment. This investment has given us and our customers the following benefits:

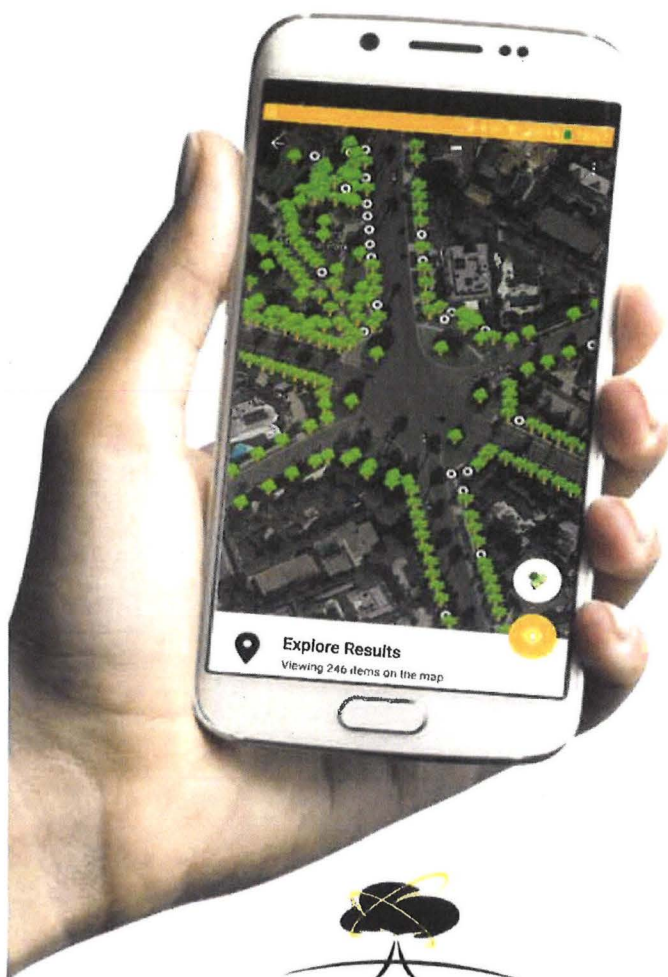
- Provide faster response times and more efficient routing allowing us to service more customers
- Lower operational costs by optimizing our fleet size, reducing labor, overtime, and insurance, and minimizing costly vehicle repairs
- Decrease fuel use by monitoring fleet fuel economy and saving on unnecessary fuel expenditures
- Reduce emissions by helping drivers improve their habits such as speed and idle time, and reducing total miles driven which will significantly reduce harmful greenhouse gas emissions
- Improve dispatching with landmarks and driving directions. GPS units helps us to better dispatch so that we can service more customers, faster
- Recover stolen vehicles reducing liability costs which can be passed on to customers

CIS MAP - CITY OF FULLERTON



EQUIPMENT LIST SUMMARY:

Pick Up Trucks	261
Aerial Lift Devices	252
95' Aerial Devices	15
Dump Trucks	147
Flat Beds	39
Forklifts	6
Arrowboards	60
ATVs	4
Stump Grinders	48
Loaders	65
Rubber Track Loader	1
Root Pruners	2
Rolloff Trucks	39
Saw Mill	2
Log Skidder	1
Back Hoes	1
Brush Chippers	152
Cranes	5
Toyota Prius	10
Toyota Yaris	8
Ford CMAX	4



ARBORACCESS FEATURES

- Ease of use
- Create work orders
- View tree site details
- View work history
- View invoices
- Mobile app
- Live data
- GIS/GPS mapping

LIST TRACKING SYSTEM

The List Tracking Report in ArborAccess is a useful tool in the management of incoming work. This report allows both parties to track specific jobs as they are ordered by the Agency. Proper use of this system enables the Agency and WCA to track the completion of work that is ordered.

INVENTORY SOFTWARE- ARBORACCESS

Our tree management program sets us apart from other companies. With nearly 2,000 active users, ArborAccess and our mobile app will help you easily manage your urban forest with ease and convenience. Tree site attributes include location (utilizing GPS coordinates), species type, and parkway size. Features allow you to view and edit work history records and create work orders directly from the field, all from our secure cloud.

The information contained in ArborAccess is live data that can also be linked directly to a GIS program, such as ArcView, for geo-coding purposes and can assist your Agency in meeting GASB34 requirements. ArborAccess provides an unlimited resource of information regarding your urban forest.

SOFTWARE TRAINING

Our IT Department is based out of our corporate office in Anaheim, CA with regional offices located throughout California and Arizona. Each office has the ability to provide software training to our customers. We are also available to provide training sessions on-site at the customer's discretion. On-site training is proven to be effective as it provides a guided hands-on experience.

We offer periodic tree maintenance and management workshops each year. These free workshops are provided to our customers regionally and educate over 250 people annually. They have proven to be a great round-table and networking opportunity for the different agencies in attendance. Presentations are provided by WCA management staff and complimented with guest speakers in the industry. Certified Arborists and Tree Workers who attend are eligible to receive continuing education credits (CEU's) from the International Society of Arboriculture.

The success of any urban forest program depends on the proper management of information. Unlimited telephone and/or email support is available to answer technical questions and aid staff in the use of the software system. Software training and support is included in the cost associated with the inventory data collection.

WCA has completed **300+** GPS tree inventories.

BILLING

WCA, Inc. operates a modern invoicing system that is updated on a daily basis. Progress billings will be submitted to the Customers on a bi-weekly basis, unless otherwise requested. Invoices will reflect an amount complete for the billing period, along with a year-to-date total for that job. Each billing will include a listing of completed work by address, tree species, work performed and appropriate data acceptable to the customer. This information will be supplied in hardcopy and immediately accessible on ArborAccess. Job balances reflecting the percent of completion for each job can be viewed on ArborAccess.

SAMPLE MANAGEMENT TOOLS

DETAILED TREE SITE CHARACTERISTICS

The advanced technology provides a valuable tool to urban forestry professionals by displaying specific tree site information along with a representative photograph of the species type and a recommended maintenance field. ArborAccess' built-in quality control features assist in data accuracy. As maintenance is performed, the work history is updated and accompanied with bi-weekly invoices. This process eliminates the need for dual-inputting and helps keep the tree inventory current and accurate.

MAINTENANCE RECORDS

Accurate maintenance records for each location oftentimes can assist the Agency with liability claims. Maintaining a detailed history of the work performed at each location demonstrates good faith in preserving its urban forest. It is imperative that work requests are pulled from the system prior to the work being performed, otherwise inventory accuracy is not guaranteed.

SAMPLE AGENCY SPECIES FREQUENCY REPORT

	Botanical	Common	Total	Pct.
	Liquidambar styraciflua	AMERICAN SWEETGUM	4,781	14.36%
	Lagerstroemia indica	CRAPE MYRTLE	2,008	6.03%
	Ulmus parvifolia	CHINESE ELM	1,963	5.90%
	Fraxinus velutina 'Modesto'	MODESTO ASH	1,820	5.47%
	Cupaniopsis anacardioides	CARROTWOOD	1,568	4.71%
	Fraxinus velutina	ARIZONA ASH	1,259	3.78%
	Pinus canariensis	CANARY ISLAND PINE	1,191	3.58%
	Grevillea robusta	SILK OAK	1,141	3.43%
	Pistacia chinensis	CHINESE PISTACHE	1,127	3.39%
	Urtiodendron tulipifera	TULIP TREE	1,076	3.23%
	Other	OTHER	15,355	46.13%
	Total Trees		33,289	100%

The Species Frequency report can assist your Agency in identifying the tree population within the urban forest. This type of information is valuable in the event of an insect infestation, deadly disease, or even estimating future maintenance costs. In addition, an analysis can be performed to evaluate the history of the performance of a particular species within your Agency.

DETAILED REPORTING OPTIONS

- Inventory
- View Invoices
- Job Balances
- Green Waste
- Work History
- Work Type by District
- DBH Frequency
- Height Frequency
- District Frequency
- Species Frequency (sample above)
- All Trees at an Address
- Estimated Tree Value

PRUNE CLASSIFICATIONS

Grid Prune- Grid tree pruning is based on pruning in pre-designed districts, or grids on a set cycle and includes all trees (small, medium and large-sized.) Pruning will include structural pruning, crown raising, and crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and shall have no more than 25% of the live foliage removed at a given time.

Full Prune/Crown Reduction- Crown reduction is performed when conditions within the crown of a hardwood tree are such that the entire tree needs to be reduced. A full prune is recommended when the primary objective is to maintain or improve tree health and structure, and includes pruning to reduce overall canopy mass and excessive wood weight. Trees that are identified for a full prune shall have more than 25% of the live foliage removed at a given time.

Service Requests

A Service Request Prune includes tree maintenance services on designated tree(s) as ordered by the Agency Arborist or designee. Pruning may include structural pruning, crown raising, crown cleaning or pruning to reduce/restore the crown. Whichever work type is ordered by the Agency, pruning will be performed in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards and the Best Management Practice, Tree Pruning Guidelines. Work assignments from the Agency may require mobilization from one tree site to another within the Agency.

Line Clearance

Trees that interfere or have the possibility of interfering with utility lines will be trimmed in a manner to achieve the required clearances as specified and in accordance with the California Public Utilities Commission. It is our goal to protect the current health and condition of the tree and to maintain its symmetry and direct growth away from the utility lines.

Small Tree Care

Proper pruning and care during the early stages of the tree's life will save money in the future, and create a safer, more beautiful, healthy, easy-to-maintain tree. We believe that tree care that is performed early will affect its shape, strength and life span. Our specialized small tree care team consists of certified personnel trained to perform the following:

- Selective structural pruning
- Removal of dead, interfering, split and/or broken limbs
- Pre-conditioning the water retention basin built around the tree
- Staking or re-staking
- Adjusting tree ties
- Adjusting trunk protectors
- Weed abatement

METHODOLOGY/ SERVICE APPROACH

Palm Trunk Skinning

Palm tree skinning consists of the removal of dead frond bases (only), at the point they make contact with the trunk without damage to the live trunk tissue.

Root Pruning

We strongly recommend against any root pruning, however, should the Agency elect to proceed, we recommend that it be done no closer than 3 times the diameter of the trunk. Roots will be pruned to a depth of approximately 12 inches by cleanly slicing through the roots, so as not to tear or vibrate the root causing damage to the tree. The excavated area will be backfilled with native soil and debris will be hauled away.

Tree Removal Operations

With a minimum of 48 hours advanced notice, WCA will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. The removal process consists of lowering limbs delicately onto the ground to prevent any hardscape damage. Immediately following the removal, the stump will be ground down, if ordered to do so and with proper USA notification.

Tree Planting

We can replace trees that have been removed and plant new trees in accordance with specifications. We are prepared financially and logistically to acquire and purchase selected tree species for tree planting. At a minimum of 48 hours in advance we will inform Underground Service Alert (USA) of the location of work for the purpose of identifying any and all utility lines. A well-trained planting team will perform the soil preparation and installation of the tree.

Tree Watering

Tree watering will be performed by a full-time, WCA team member on various routes, when requested by the Agency. This team will also be responsible for reporting special care needs to the small tree care team. This could include reporting weeds, soil that has settled, and/or staking and tying needs.

Emergency Response

We are prepared for emergency calls 24 hours a day, 7 days a week, including holidays. The toll free number is 866-LIMB-DOWN (866-546-2369). This number will be provided to the Agency, Police Department and/or Fire Department. Our emergency response team will do what is necessary to render the hazardous tree or tree-related condition safe until the following workday.

Crew Rental

Due to our vast amount of resources, including our specialty equipment and qualified personnel we are able to extend our commitment to our customers by providing various miscellaneous services outside of the most common tree maintenance services:

- Flag hanging
- Holiday light installation
- Changing ball park lights
- Misc. use of aerial towers and cranes (including equipment rental)
- Crown reduction
- Crown restoration

Arborist Reports

We have full-time Certified Arborists on staff that can prepare detailed arborist reports, tree evaluations and site inspections based on your specific needs. Reporting can be generated for one tree or an entire selection and is handled on a case-by-case basis.

Plant Health Care

Tim Crothers, Plant Health Care Manager

- ISA Board Certified Master Arborist WE-7655 BUM
- DPR Qualified Pest Control Applicator #145321
- QAL Category B & D

Our PHC program managed by Tim Crothers goes beyond standard chemical applications. We have developed an efficient Integrated Pest Management Program (IPM) that requires diagnosis before treatment. WCA is staffed with licensed applicators and advisors that are environmentally conscious as well as compliant with the California Department of Pesticide Regulation. This service allows us to provide you with:

- Proper diagnosis based on on-site inspection with laboratory testing when necessary
- Proactive and preventative recommendations that reduce the amount of potential pest and disease issues
- Follow-up evaluations to ensure that the recommended treatments result in a healthy and balanced urban forest

Shot Hole Borer

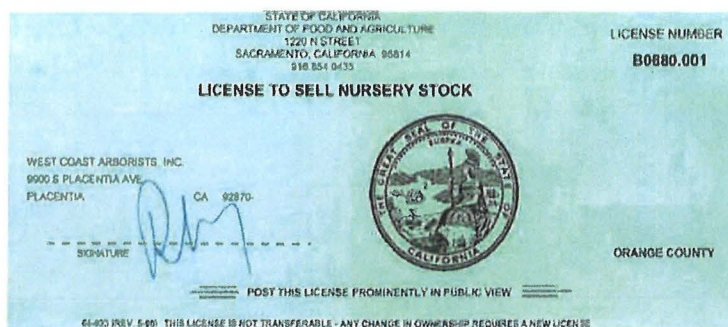
They Polyphagous Shot Hole Borer (PSHB) is a new pest in Southern California. This boring beetle drills into trees and brings with it a pathogenic fungus (*Fusarium euwallacea*), as well as other fungal species. When heavily infested, the resulting Fusarium causes the decline and death of trees. Over 120 different tree species are affected in Southern California and over 30 reproductive hosts are of high concern. As tree care professionals, we have a responsibility to understand and report when we see a tree we are working on infested with PSHB

ABILITY TO ACQUIRE, PURCHASE & STAGE TREES

Cities expect the highest quality of new trees, proven varieties and an organization with the knowledge and skills to provide them with the latest and most reliable information available related to tree planting. By meeting these expectations, we're able to contribute to the success of reforestation projects within communities. In order to complete successful tree planting programs, cities can rely on us to locate, acquire and purchase different tree species.

As part of our Corporate Capability, we are financially able to purchase large quantities of trees for planting projects. Being familiar with over 50 nurseries in California, allows us to obtain the best tree available from a broad and plentiful stock. The process by which we obtain trees is quite simple: First, we utilize our database of nurseries, and contact several of them requesting specific trees with their prices.

Upon locating the availability of trees, we then perform a tree pre-inspection at the nursery. When time is of the essence, nurseries will provide us with photos either by mail or by e-mail for our review. Once the trees are purchased, and depending on the size of the project, we have them delivered to our facility in Placentia, Brea, or if possible, at a staging area within the Agency. It is through this process that we have planted an average of 14,000 trees for all of our customers each year during the past three years.



GREEN WASTE

WCA's commitment to be a socially responsible corporate partner to our customers and communities is exemplified in our Recycling Program. With the steadily-increasing concern for the ecological health of our communities, WCA has embarked on a landfill diversion process where all material is taken to recycling facilities where it is used in the production of soil amendments. We are committed to taking all recyclable materials removed from the trees trimmed for the duration of this project to a recycling center for processing. Verification of amounts recycled will be obtained and reported by WCA via ArborAccess for the purpose of meeting the goals of the State for reducing landfill usage.



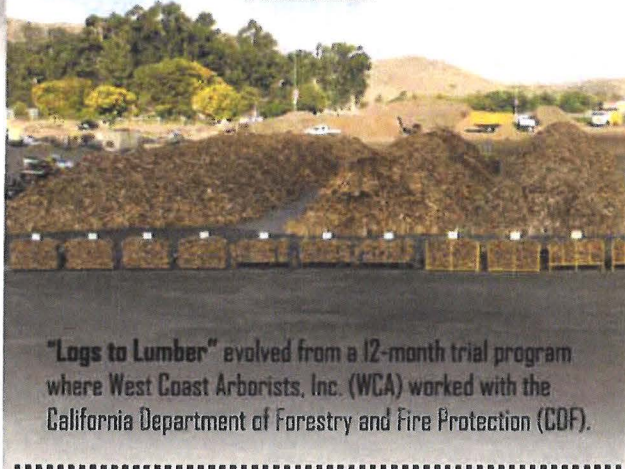
MULCH is made from coarse ground branches and leaves. It should be spread on the ground at a rate of six to twelve inches for best effect. Fresh mulch will deplete nitrogen from the surface of the soil which will reduce unwanted weeds. Once the mulch has decayed, it returns nitrogen which helps build the quality of soil for plants. A large amount of tree debris is processed by WCA and used in large scale mulching projects for establishing native plants in open space areas.

COMPOST is made from fine ground branches, leaves or other organic material. When mixed with oxygen and water, the organic material will decay or "compost." A finished compost is excellent for turning into the top layer of soil and will add nitrogen and increase the water holding capacity of soil. You can make compost at home in a pile in your yard or in a bin that you make or purchase. Large scale composting is done at regional recycling facilities.

FIREWOOD is traditionally the most common use of large branches and logs. Firewood is used to heat homes during winter months. WCA takes logs to a yard in Irvine where a firewood retailer splits and resells the firewood to local residents.

LOGS TO LUMBER is an old idea with a new approach by converting Agency trees into usable lumber. WCA worked on a twelve month trial program with the California Department of Forestry and Fire Protection to create an environmentally sound and socially responsible alternative to importing lumber from other areas, reducing our demand on trees from natural forests.

LOGS TO LUMBER *Recycling the Urban Forest*



"Logs to Lumber" evolved from a 12-month trial program where West Coast Arborists, Inc. (WCA) worked with the California Department of Forestry and Fire Protection (CDF).

The Goal
is to create an environmentally sound and socially responsible alternative to importing lumber from other areas and to reduce the demand on trees from natural forests.

Reducing waste from the urban forest.
Converting trees removed into useable lumber.
Assisting with landfill diversion (AB939).
Giving back to the Community!

The program proves to be successful and now WCA transports suitable logs to our wood recycling center, Woodhill Firewood.



IMPLEMENTATION PLAN

To ensure the quality of work and the level of service expected, WCA abides by a well-defined quality control plan that incorporates the following:

- Certified personnel
- Safety
- Pruning specifications and guidelines
- Sound equipment
- Public relations
- Proper traffic control
- State-of-the-art communication systems

Special shifts including weekends and evenings can be arranged in accordance with the Agency's specifications.

Project/Area Manager: **NICK ALAGO**

ISA Certification #WE 4396-AU

ISA Tree Risk Assessment #E1083

TCIA Certified Arborist #250

TLC Wildlife Aware

The project Area Manager will be the central point of contact and will work cooperatively with Agency staff, local residents and business owners, etc. The Area Manager will provide overall field supervision and crew management.

Daily Management

Daily management will consist of, but not be limited to:

- Email notification complete with location, crew, equipment type, and work description
- Supervise crew personnel to insure proper pruning standards are followed in a safe manner
- Traffic control setup and maintenance of work zone
- Ensure work area is left free of debris at the end of shift
- Maintain record of work completed each day
- Maintain good public relations at all times
- Provide immediate notification to Agency Inspector upon damage of personal property including a plan for corrective measures to take place within 48 hours

Weekly Management

Weekly management will consist of, but is not limited to:

- Weekly inspection of work completed
- Meet with the Agency to review work schedule and progress
- Insure standards of pruning are performed in accordance with Agency specifications
- Maintain open communication with the Agency Inspector and field crew

6 QUALITY CONTROL

Scheduling of Work

The Area Manager is responsible for scheduling work which shall conform to the Agency's schedule of performance. We recommend equal distribution of work throughout the course of the fiscal year. Notifications will be provided to residents prior to the start of pruning operations in said area. All work will be performed in a cooperative manner as to cause the least amount of interference or inconvenience.

Public Notification

Upon Agency staff approval, WCA will post a door hanger notice prior to commencement of grid pruning (within 24-48 hours). After tree plantings, door hangers will be provided to residents instructing them on the proper care for their newly planted tree. For more comprehensive outreach we can also submit a press release for special projects or routine maintenance. The Agency may modify the procedures and materials to which we notify residents.

Communication Systems

Our use of modern and reliable communication systems affect our daily job performance by increasing our efficiency. Management and Field Personnel utilize smart phones as both navigational and communication devices in the field. Smart phones have proven to be a convenient method to input data as related to tree inventories, daily work records, timesheets, photos, and billing information; eliminating the need to handwrite data and improving customer service by minimizing response time.

Permits and Licensing

WCA will procure a City Business License as necessary and any "no-fee" permits prior to commencement of work. Permits (i.e., encroachment, traffic control, etc.) requiring fees will be charged back to the Agency.

Right-of-Way

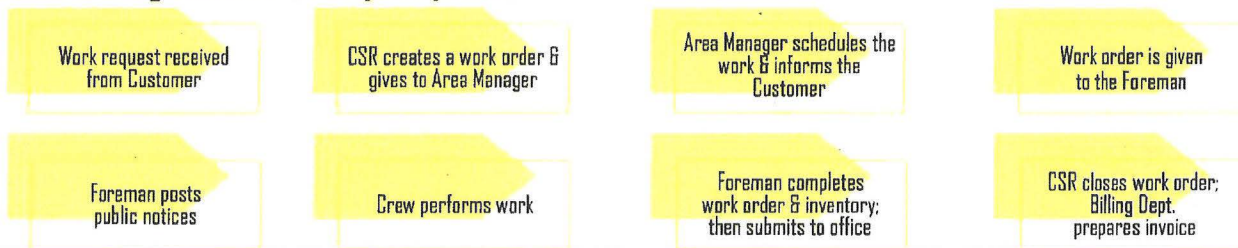
All work will be performed in the public right-of-way. Employees will not utilize private property for eating, breaks or any other reason or use water or electricity from such property without prior written permission of owner.

Cooperation and Collateral Work

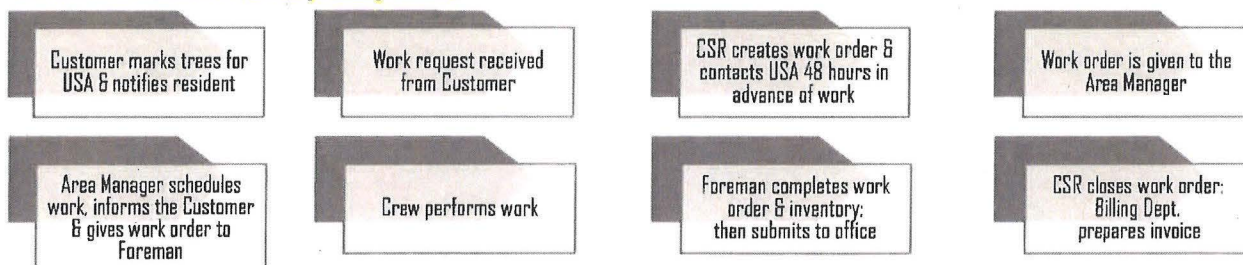
WCA will give right to operate within the project to the Agency workers and/or other contractors, utility companies, street sweepers, and others as needed in a cooperative effort to minimize interference in daily operations.

WORKFLOW TIMELINE

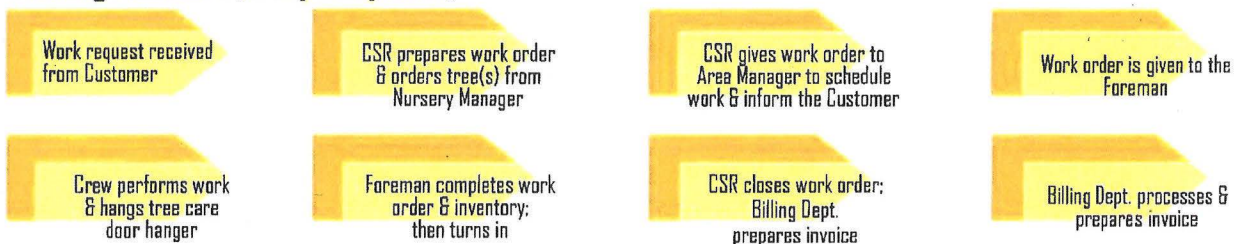
Grid Pruning Flowchart (30 day Completion)



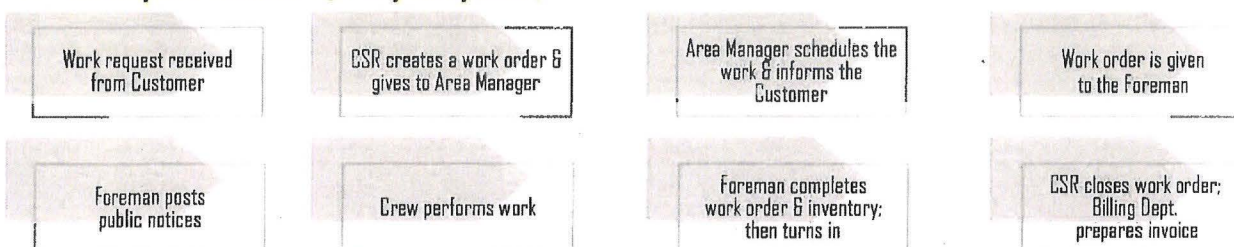
Removal Flowchart (15 day Completion)



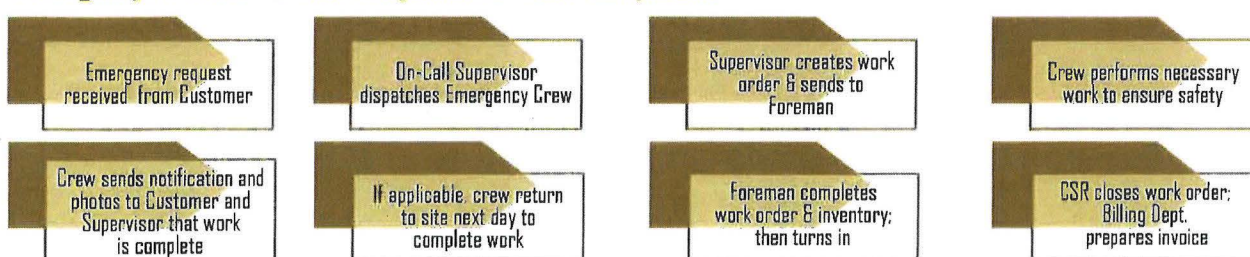
Planting Flowchart (15 day Completion)



Service Request Flowchart (15 day Completion)



Emergency Flowchart (1 Hour Response/ 24 Hour Completion)



EMERGENCY CONTACTS

TOLL FREE
866.546.2369

in case of emergency
after normal business hours

Leave a message, if you do not receive a
call back within 10 minutes, call the
following contacts in order:

ALONSO GARCIA, SUPERVISOR
714.981.3564

MANUEL PEREZ, SUPERVISOR
626.255.2821

LEONEL CORTEZ, SUPERVISOR
714.412.0424

NICK ALAGO, AREA MANAGER
714.920.0558

MARTIN CORTEZ, AREA MANAGER
714.713.0717

After confirmation from on call Manager, you can
email multiple locations to:
LIMBDOWN@WCAINC.COM

NORMAL BUSINESS HOURS
714.991-1900

6 QUALITY CONTROL

SAMPLE PLANTING DOOR HANGER

HELP ME GROW!

WATER THE TREE
once (1) per week
during cool
months.

WATER THE TREE
twice (2) per week
during warm
months.

PLEASE DO NOT
change or adjust
the stakes.

PLEASE DO NOT
adjust the water
basin or mulch
placed around
the tree.

KEEP THE TREE FREE
of weeds and
other plants.

WCA
Services Provided By:
West Coast Arborists, Inc. 2200 E. Via Burton St. Anaheim, CA 92806
800.521.3714

TREE CARE PROFESSIONALS
SERVING COMMUNITIES WHO CARE ABOUT TREES

Project Site Maintenance

Work site will be left free of debris at the end of each workday. We will not discharge smoke, dust, or any other air contaminants in quantities that violate the regulations of any legally constituted authority.

Protection of Public and Private Property

WCA will provide all safety measures necessary to protect the public and worker within the work area. We will maintain good public relations at all times. The work will be conducted in a manner which will cause the least disturbance.

Public Convenience and Safety

WCA will comply with any and all local sound control and noise level rules, regulations, and ordinances which apply to any work performed in the contracted area. All work will cease by 5:00 pm or as directed by the Agency.

*Excluding emergency services.

Traffic Control

Traffic control procedures will be set-up in accordance with the Work Area Traffic Control Handbook (WATCH) and State of California Manual of Traffic Controls as well as the Agency Traffic and Safety Operating Rules. WCA will make adequate provisions to insure the normal flow of traffic over the public streets and park roads. Every effort will be made to keep commercial driveways and passageways open to the public during business hours. High visibility arrowboard(s) will be used when needed. Prior to use, the Agency will approve traffic safety equipment and devices. Pedestrian and vehicular traffic shall be allowed to pass through the work areas only under conditions of safety and with as little inconvenience and delay as possible. Unless the work area is totally barricaded or otherwise kept safe, at least one worker will serve to coordinate safe operations on the ground at all times when work operations are in progress.



Customer Service Department

As we work with, or near, the public, we are mindful that we will most likely be the first person the public contacts. We have a full-time Customer Service Department with each Customer Service Representative (CSR) trained in addressing concerned residents and bystanders.

Complaints & Damage Resolution

Should there be any property damage, we adhere to specific procedures to resolve the problem. The Foreman on the job site will notify the resident and the Inspector immediately.

If the resident is not at home, then we will leave a WCA card with instructions to call our Claims Coordinator in our corporate office. The ultimate goal at each work site is to leave the property in the same condition as before we entered it. We will notify the Agency Representative immediately upon damage of personal property including plans for corrective measures to take place within 48

All WCA vehicles are equipped with an Accident Kit should anything happen during the work day. Each kit has an Incident Report, an Accident Report, an Injury Report, a camera, First Aid instructions and protocol for contacting the corporate office. A computerized log of all incidents is maintained to include the date, time of occurrence, location, problem and action to be taken pursuant thereto or reasoning for non-action.

Any activities found by the Agency to be unacceptable will be rectified immediately. All other complaints will be abated or resolved within twenty-four (24) hours of the occurrence. We have teams specifically assigned for handling damage to properties, both private and public. Through our communication system, we have the ability to dispatch either of these teams and have them respond immediately to the site for proper repair. We pride ourselves on professional workmanship to avoid these types of incidents, however, should one occur, we take all appropriate measures to resolve the matter in a timely and efficient manner.

WCA OATH OF COMMITMENT

WCA is committed to working with the City of Duarte staff to develop and maintain a work schedule that will provide the citizens with the most effective and efficient means to perform tree care services. We will adhere to the schedule established by the City and ensure residents of our dedication to completing work in a timely manner. We understand that there may be fluctuations in the City's budget and that the City may ask us to reduce service levels in an effort to meet the current economic demands. By being flexible, we can help to ease any financial strain, promote contractor stability and guarantee residents with quality tree care & customer service.

This is our oath of commitment to uphold the prestigious namesake of the City of Duarte by providing gold standard tree care services.



Patrick Mahoney, President

2/12/18

7

EMPLOYEE
TRAINING

West Coast Arborists, Inc. provides an extensive in-house training curriculum for all employees to broaden their knowledge of the arboriculture field of study. Included in this training are the ISA standards, both Treeworker and Arborist study programs, and a variety of Tree Care Industry Association home study programs. We also offer training courses to our staff in areas of customer service satisfaction, maintaining professional conduct, and Qualified Line Clearance Trimmer Training.

Safety standards are top priority at West Coast Arborists, Inc. Our line of work demands that all work is performed in a manner that provides the maximum safety to the general public as well as our employees. Our crews are instructed to follow the safety standards of ANSI Z133.1 as well as Cal-OSHA requirements. We have one of the most extensive safety training programs in the industry. We provide our employees with state-of-the-art training tools and instructional sessions company wide. Our insurance carriers and Cal-OSHA have recognized us repeatedly for outstanding safety training efforts. We have a full time Safety Trainer that is professionally trained in the field of horticulture. He brings many years of experience to the company as well as expertise in training new and existing employees. He administers I.S.A. certification training, in-house crew leader training programs, and new hire orientation training.

WCA'S SAFETY TRAINING PROGRAMS

Bi-weekly Tailgate Safety Meetings - for each crew.

Safety Team - a ten person committee that reviews and discusses safety procedures, problems and incentives.

Injury & Illness Prevention Program - integral to overall safety program.

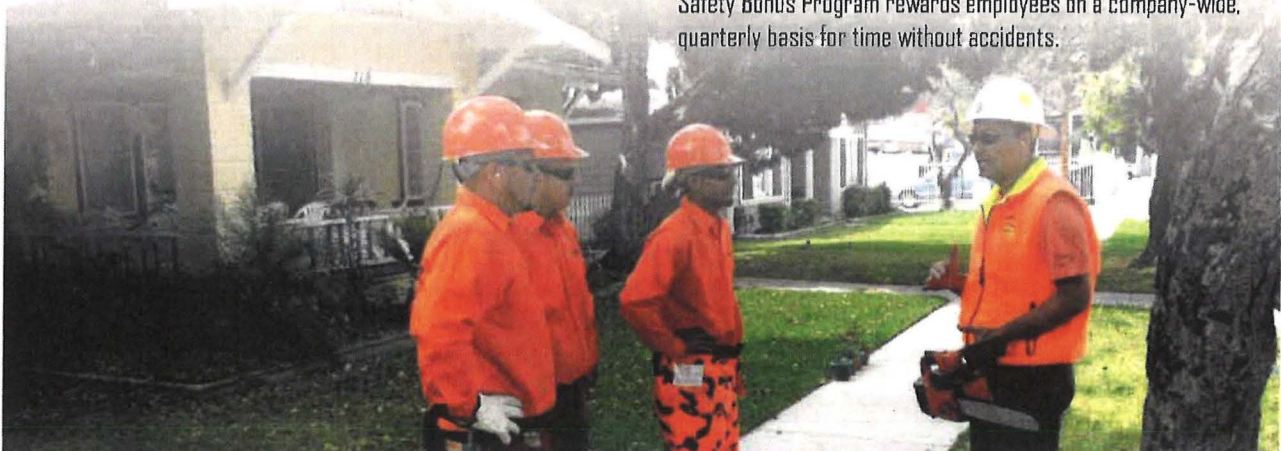
On the Job Training Programs - New employees are assigned a "buddy" with experience to assist them.

Training with Video - Programs included are Professional Tree Care, Electrical Hazards, Aerial Rescue, Chipper Safety, Chain Saw Safety and Pruning Technique. Video presentations in cooperation with Tree Care Industry Association.

Leadership Training Programs - Continued training and study, utilizing the Crew Leader Home Study Program, available through Tree Care Industry Association.

Certification Training - Continued study sessions are held in preparation for the International Society of Arboriculture Certification Programs.

Safety Bonus Program rewards employees on a company-wide, quarterly basis for time without accidents.



City of Duarte

RFP - Tree Maintenance Services- 2018

Best and Final Offer

West Coast Arborists, Inc.

Item	Description	Unit	Orig Bid Prices	BAFO Prices	Cost Diff (%)	Estimated Qty	Extended Total
1	Grid Tree Trimming (4-year cycle)	Each	\$ 74.00	\$ 72.00	2.70%	1410	\$ 101,520.00
	Aesthetic or Service Request Trimming						
2	0-6" dbh	Each	\$ 54.00	\$ 50.00	7.41%	0	\$ -
3	7-12" dbh	Each	\$ 94.00	\$ 90.00	4.26%	0	\$ -
4	12-18" dbh	Each	\$ 154.00	\$ 150.00	2.60%	0	\$ -
5	19-24" dbh	Each	\$ 194.00	\$ 190.00	2.06%	0	\$ -
6	25-36" dbh	Each	\$ 254.00	\$ 250.00	1.57%	0	\$ -
7	37" dbh & over	Each	\$ 314.00	\$ 300.00	4.46%	0	\$ -
8	Block Tree Trimming	Each	\$ -	\$ 145.00		0	\$ -
9	Queen Palm Trimming (2-year cycle)	Each	\$ 54.00	\$ 50.00	7.41%	188	\$ 9,400.00
10	Mexican Fan Palm Trimming (2-year cycle)	Each	\$ 74.00	\$ 70.00	5.41%	120	\$ 8,400.00
11	Date Palm Trimming (2-year cycle)	Each	\$ 194.00	\$ 190.00	2.06%	7	\$ 1,330.00
12	Tree & Stump Removal 0-24" dbh	Each	\$ 574.00	\$ 570.00	0.70%	0	\$ -
13	Tree & Stump Removal over 25" dbh	Each	\$ 974.00	\$ 970.00	0.41%	0	\$ -
14	Stump Only Removal	Each	\$ 194.00	\$ 190.00	2.06%	0	\$ -
15	Tree Planting - 15-gallon tree	Each	\$ 164.00	\$ 160.00	2.44%	0	\$ -
16	Tree Planting - 24-inch box tree	Each	\$ 324.00	\$ 320.00	1.23%	0	\$ -
17	Tree Planting - 36-inch box tree	Each	\$ 874.00	\$ 870.00	0.46%	0	\$ -
18	Tree Watering	Day	\$ 640.00	\$ 640.00	0.00%	0	\$ -
19	Crew Rental - 3-men with equipment	Hour	\$ 240.00	\$ 240.00	0.00%	0	\$ -
20	Crew Rental - 2-men with equipment	Hour	\$ 160.00	\$ 160.00	0.00%	2	\$ 320.00
21	Crew Rental - 1-man with equipment	Hour	\$ 80.00	\$ 80.00	0.00%	0	\$ -
22	Specialty Equipment	Hour	\$ 154.00	\$ 150.00	2.60%	0	\$ -
23	Emergency Crew Rental	Hourly	\$ 291.00	\$ 291.00	0.00%	0	\$ -
24	Tree Inventory Software	Annually	\$ -	\$ -	0.00%	1	\$ -
25	GPS Tree Inventory Updates	Tree Site	\$ 4.00	\$ 4.00	0.00%	0	\$ -
26	Ficus Tree Trimming (3-year cycle)	Each	\$ 354.00	\$ 350.00	1.13%	47	\$ 16,450.00

ESTIMATED ANNUAL TOTAL: \$ 137,420.00

Based on:

142 Ficus trees
376 Queen Palms
240 Fan Palms
14 Date Palms
5643 trees