

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: March 18, 2021
SUBJECT: Comments on Agenda Items, Meeting of March 23, 2021

ITEM 6.A. (Special Items). The Mayor's Youth Council will provide an update to the City Council.

ITEM 6.B. (Special Items). The City Council will recognize City of Duarte employee Marla Akana, who will retire from the City at the end of March, 2021.

ITEM 6.C. (Special Items). A video presentation honoring former Duarte City Councilmember John Fasana will be shown to the City Council.

ITEM 10.F. (Consent Calendar). Staff is recommending that the City Council consider Ordinance 21-O-02, which would establish limitations on third-party food delivery fees charged to retail food establishments. This is the Ordinance's Second Reading; it was brought to the City Council for a First Reading on March 9. If adopted, the ordinance will take effect in 30 days.

The Ordinance, as proposed, would enact provisions similar to those enacted by numerous other jurisdictions in Los Angeles County and throughout the state. Specially, the Ordinance would cap a "Delivery Fee" (as defined) to fifteen percent (15%) of the Purchase Price of an Online Order. The ordinance also puts a cap of an additional five percent (5%) on fees, commission, or other costs, and requires that any discretionary tip amount be paid directly to the delivery person, prohibiting "forced shares" by the Delivery Service of discretionary tip amounts. The ordinance also prohibits charges not related to the delivery of food or beverage items.

Also included is a disclosure requirement, by which the Delivery Service must advise delivery customers of the delivery fee, costs and commissions, other fees, and any forced or "automatic" gratuity amount. This provision is designed to assure transparency in the charging and collection of fees, and to prevent gouging or "ad hoc" charging practices.

ITEM 10.G. (Consent Calendar). Staff is recommending that the City Council award the FY 2020-21 Street Rehabilitation Project to Gentry Brothers Inc., in the amount of \$343,393.44. The Project will be funded through a combination of SB1 and Measure R monies.

ITEM 10.H. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 21-R-04, which sets forth the list of projects that will utilize SB1 funds for FY 2021-22. "SB1", also known as The Road Repair and Accountability Act of 2017, created an ongoing source of state funds for road maintenance and rehabilitation projects.

ITEM 10.I. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 21-R-05, which condemns discrimination, hate, and bigotry in all its forms. This Resolution is being brought before the City Council in light on the increasing incidences of violence, both verbal and physical, directed at Asian Americans since the start of the COVID-19 pandemic.

ITEM 10.J. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to enter into an agreement with Ardurra Group for public works inspection services of private development projects. It is anticipated that the contract amount will exceed \$25,000, and by entering into the agreement, the City will be able to utilize Ardurra inspection services on an as-needed basis. Since the inspection work is generated by development projects that pay fees, the full cost of Ardurra services will be offset by permit fee revenue.

ITEM 10.K. (Consent Calendar). Staff is recommending that the City Council send a letter to California State Senator Anthony Portantino to express support for Senate Bill (SB) 619, which would delay the implementation of SB 1383 (Lara, 2016), including the mandate that local jurisdictions impose specific recycling requirements (and penalties for non-compliance) on organic waste generators within their jurisdiction.

ITEM 10.L. (Consent Calendar). Staff is recommending that the City Council send a letter supporting the Los Angeles/Orange County Regional Broadband Consortia, which is led by the Los Angeles County Business Federation (BizFed), in its application for a \$3 million grant from the California Public Utilities Commission (CPUC). With the grant, BizFed would promote ways to increase access to broadband services in underserved households in Los Angeles and Orange Counties. The letter of support would be sent to the CPUC's Director of Communications.

It is useful to note that the Public Service Commission received a presentation from the BizFed Institute about the creation of the consortia and their CPUC application at their meeting on March 10. The Public Services Commission recommended that the Council send a letter of support.

ITEM 10.M. (Consent Calendar). Staff is recommending that the City Council send a letter to California Governor Gavin Newsom to ensure that California residents who receive water services from water suppliers regulated by the California Public Utilities Commission (CPUC) are not excluded from receiving assistance through the new federal Water & Wastewater Emergency Assistance program.

ITEM 12.A. (Business Items). Staff is recommending that the City Council discuss a potential resolution to express opposition to state actions that diminish local control and authority over planning, zoning, and housing issues, and to express support for the activities of the advocacy group "California Cities for Local Control" (CCLC.)

Consideration of this item was prompted when Councilmember Mike Griffiths of the City of Torrance contacted members of the City Council requesting that the City of Duarte join CCLC. In response, Mayor Pro Tem Margaret Finlay requested that staff bring an information item to the City Council to discuss the group's mission, its support among California cities and local elected officials, and the potential for the Duarte City Council to adopt a resolution that expresses support for local control of planning, zoning, and housing issues.

ITEM 12.B. (Business Items). Staff is recommending that the City Council consider options for the possible renaming of Business Center Drive. The possible renaming of Business Center Drive was raised in early 2020, and the Council discussed the item in August 2020, but it was tabled at that time, to be discussed again when Councilmember Fasana was no longer serving on the City Council.

With respect to the renaming, one possible option is to honor John Fasana by naming a street after him. Business Center Drive west of Highland Avenue is unique because the only properties that have a street address between Highland Avenue and Fairdale Avenue are the two residential buildings that are being built by MBK Homes.

ITEM 12.C. (Business Items). Staff is recommending that the City Council approve and authorize the City Manager to execute an agreement with Foothill Unity Center, Inc., in the amount of \$10,000, to support social services to assist Duarte residents, particularly those impacted by COVID-19.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Dr. Daniel Jordan", with a long horizontal flourish extending to the right.

Dr. Daniel Jordan
City Manager

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 9, 2021

NOTE: Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020) addressing Brown Act regulations. This new order states that the City does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows the City to hold City Council meetings via teleconferencing and allows for members of the public to observe and address the meeting electronically.

To follow the new Order issued by the Governor, the City Council meeting was closed to the public. Members of the public were able to participate on Zoom, and view/listen to the live City Council meeting broadcast on the City's website. Public comments were submitted electronically by emailing duarteinfo@accessduarte.com before or during the meeting, prior to the close of public comment. Emailed public comments were read into the record.

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 by teleconference in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Urias called the meeting to order at 5:36 p.m.

RECORDATION OF ATTENDANCE

The following were in attendance:

PRESENT: Finlay (left at 8:58 p.m.), Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias

ABSENT: None

ADMINISTRATIVE STAFF PRESENT: City Manager
Jordan, City Attorney Cosgrove

PLEDGE TO THE FLAG

Paras-Caracci the Pledge of Allegiance to the Flag.

ADOPTION OF AGENDA

Finlay moved, Kang seconded to adopt the Agenda, and carried unanimously by the following Roll Call vote:

AYES: Paras-Caracci, Kang, Lewis, Schulz, Truong, Finlay, Urias

NOES: None

ABSENT: None

CLOSED SESSIONS -Exposure to Litigation

There was no public input. The Closed Session items were as follows: 1) Exposure to Litigation, pursuant to Government

3/9/21

-Real Property Negotiations
-Public Employee Performance
Evaluation

Code Section 54956.9(a); (d)(2), (e)(1); 2) Real Property Negotiations, pursuant to Government Code 54956.8. Property: 1735 Huntington Drive. Subject: Price and Terms of lease. The City's negotiators are Daniel Jordan and David B. Cosgrove. The parties with whom the City is negotiating are Sheryl Lefmann and Chamber staff; 3) Public Employee Performance Evaluation – City Manager, per Government Code Section 54957(b)(1). The Closed Session concluded at 7:08 p.m. City Council reconvened at 7:18 p.m., with all members present.

PUBLIC REPORT OF
CLOSED SESSION
(Reported after Special Items)

City Attorney Cosgrove reported that the City Council met to discuss the above items, they took no action on any item, and with regard to the Real Property Negotiations item, Councilmembers Paras-Caracci, Kang, and Truong were appointed to an ad hoc committee to work with the Chamber of Commerce on leasehold issues.

SPECIAL ITEMS
Presentation – Duarte Residents
United (DRU)

Rita Kwasnick and Beth Fuller, Duarte Residents United (DRU), presented information about the citizen group focusing on the health and safety of Duarte residents, the riverbed occupants, and wild life, described fire hazards in the flood control area, statistics, and the need to establish shelters.

John Fasana stated housing is needed to get people out of the riverbed, temporary housing needs to be identified, and suggested a possible partnership with churches providing food.

There was discussion about working with Azusa and Irwindale, meeting with County representatives, progress that has been made, obstacles encountered, the possibility of the DRU representatives being a part of the committee, and action items discussed during a phone meeting between Schulz and the Army Corps of Engineers.. City Council asked that staff find potential options for beds within Duarte, and someone that we can partner with, along with Azusa and Irwindale, and report back.

Presentation – SGV COG
White Paper – LAHSA reform

Caitlin Sims, Principal Management Analysis, San Gabriel Valley Council of Governments, presented an overview of a white paper pertaining to homelessness in Los Angeles County, with a services and overlapping cooperation comparison between the Los Angeles Homeless Services Authority (LAHSA) and Los Angeles County, described the white paper document outlining problems, potential solutions, recommendation to increase representation within the current system, and suggested improvements. It was noted that a proposed Resolution adopting the white paper would be considered on the Consent Calendar.

John Fasana discussed the Metro governance model, stated we may want to look at the numbers, and stated we need to look at equitable distribution of resources.

ANNOUNCEMENTS	Tina Heany, Duarte Chamber, announced Community Heroes event and Chamber check-in events. Victoria Rocha displayed the new features and design of the Duarte City News, and announced upcoming events, programs, virtual meetings, ADA survey, and Parks and Recreation Spring event.
ORAL COMMUNICATIONS	The following spoke on items not on the agenda. Rita Kwasnick – Homelessness, riverbed occupants, housing.
CONSENT CALENDAR	Paras-Caracci moved, Kang seconded to adopt the Consent Calendar, as follows, and carried by the following Roll Call vote: Approve Items A, B, C, F, G, H, I, J. Receive and File Items D, E. AYES: Paras-Caracci, Kang, Lewis, Schulz, Truong, Finlay, Urias NOES: None ABSENT: None
ITEM G – RESOLUTION 21-03 Adopts White Paper (LAHSA)	A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS' WHITE PAPER ON LAHSA REFORM
PUBLIC HEARING Council Bill 21-O-02 Third-Party Food Delivery Fees (First Reading)	Mayor Urias announced this was the time and place set for a Public Hearing to consider this item, and read by title Council Bill 21-O-02: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE ESTABLISHING LIMITATIONS OF THIRD-PARTY FOOD DELIVERY FEES (First Reading) Notice of the hearing was given, the affidavit is on file, and no written communications were received. City Attorney Cosgrove presented a staff report about the proposed ordinance. Community Development Technician Yesenia Paez presented a report about impacts in other cities that have adopted similar ordinances, as well as common trends. Sheryl Lefman, Duarte Chamber, presented the results of a restaurant study conducted with Chamber businesses. Mayor Urias asked if anyone wished to speak on the matter. As there were none, Mayor Urias closed the Public Hearing. Paras-Caracci moved, Kang seconded to introduce Council Bill 21-O-02 for first reading, and carried by the following Roll Call vote: AYES: Paras-Caracci, Kang, Lewis, Schulz, Truong, Finlay, Urias NOES: None ABSENT: None

BUSINESS ITEM – Calif. Cities Local Control (Continued) The discussion pertaining to California Cities for Local Control was continued to the next meeting.

ITEMS FROM CITY COUNCIL/
CITY MANAGER COSGROVE: Stated the petition for a hearing on the storm water case in the Supreme Court is compiled, and he will report back with any disposition received.

SCHULZ: Stated she is looking forward to the homelessness conversation on an upcoming Agenda.

ADJOURNMENT The meeting was adjourned at 9:07 p.m. in memory of Loyd Gibbons.

Mayor Bryan Urias

City Clerk



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 0091 - ADVANTAGE FORD LINCOLN					
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #34 Repair	482175/1		214.78
Vendor 0091 - ADVANTAGE FORD LINCOLN Total:					214.78
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Bike Trail Fountain Repairs	681461		925.00
100-1610-7652	ALBERTOS PLUMBING	SC Kitchen Sink/Drain Pipes Repairs	681463		1,610.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Men's RR Sewer Drain Clearing	681467		205.00
Vendor 5561 - ALBERTOS PLUMBING Total:					2,740.00
Vendor: 6212 - ARDURRA GROUP INC					
100-1405-7967	ARDURRA GROUP INC	PW Inspections-City of Hope Traffic Signals 2/2021	113825		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspections-Duarte Station/Esperanza Apt 2/2021	113825		5,400.00
Vendor 6212 - ARDURRA GROUP INC Total:					7,290.00
Vendor: 1491 - AUTOZONE					
100-1605-7650	AUTOZONE	Vehicle #17 Core Charge	2814193559		19.85
Vendor 1491 - AUTOZONE Total:					19.85
Vendor: 6080 - BALLUSIONIST					
100-1605-7730	BALLUSIONIST	Eggfest Decor	2122		595.00
Vendor 6080 - BALLUSIONIST Total:					595.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044	250016-Oper of Acq Prop-122	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7980	BUCKNAM INFRASTRUCTURE	GIS Update	352-03.16		1,835.00
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					1,835.00
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN	Labor Legal 1/2021	265598		577.50
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					577.50
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2021	162949		238.15
Vendor 5559 - CALE AMERICA INC Total:					238.15
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA	Credit for Inv #4034692909	4035636226		-55.06
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMd Printer Maint 11/30/20 - 2/27/21	4035561176		12.11
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMD Printer Maint 8/31/20 - 11/29/20 (Rebill)	4035636251		29.62
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMD Printer Maint 11/30/20 - 2/27/21 (Rebill)	4035636301		17.37
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					4.04
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES	Building & Safety Svcs 2/202	62220		57,176.63

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7965	CHARLES ABBOTT ASSOCIATES	Contract Planner 2/2021	62221	202117-COH Exps-Charles Ab	2,325.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					59,501.63
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4077305920		39.91
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4078022816		39.91
Vendor 5140 - CINTAS CORPORATION #693 Total:					79.82
Vendor: 5801 - COMMUNITY MEDIA OF THE FOOTHILLS					
100-1020-7720	COMMUNITY MEDIA OF THE	Public Access 7/1/20 - 6/30/2	509		24,500.00
Vendor 5801 - COMMUNITY MEDIA OF THE FOOTHILLS Total:					24,500.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7739	CURO MANAGED PRINT PROD	Easter Promotion (Eggfest 2021)	4557		857.78
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					857.78
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Parking Citation Processing 1/2021	122123		1,563.83
100-1205-7761	DATA TICKET INC	Admin Citation Processing 1/2021	121492		123.06
Vendor 5501 - DATA TICKET INC Total:					1,686.89
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7728	DUARTE RECREATION PETTY C	AmeriCorps Lunch (California Pizza Kitchen)	3112021	202107-Duarte's Promise-Exp	27.22
100-1605-7730	DUARTE RECREATION PETTY C	Bunny Suit Vest/Apron Dress Material (Joann's)	3112021		35.48
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					62.70
Vendor: 5191 - DUARTE WOMEN'S CLUB					
100-1005-7646	DUARTE WOMEN'S CLUB	Tzeitel Paras-Caracci 2021 Membership	3152021		30.00
Vendor 5191 - DUARTE WOMEN'S CLUB Total:					30.00
Vendor: 6140 - ERC ROOFING & WATERPROOFING					
100-2127	ERC ROOFING & WATERPROO	Retention-City Hall Roof Replacement	3		5,199.50
Vendor 6140 - ERC ROOFING & WATERPROOFING Total:					5,199.50
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 2/2021	92341		135.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					135.00
Vendor: 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO					
100-1610-7652	FAITH FIRE EXTINGUISHER & S	CC Kitchen Fire System Annual Service	4040		155.34
Vendor 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO Total:					155.34
Vendor: 5406 - FS CONTRACTORS INC					
100-1405-8100	FS CONTRACTORS INC	Royal Oaks ADA Parking Lot Improvements	2881	202014- Verion Prop Rental-O	145,907.75
100-1405-8100	FS CONTRACTORS INC	Change Order	2881	202014- Verion Prop Rental-O	9,875.70
100-2127	FS CONTRACTORS INC	Retention	2881	100-2127 Retention	-7,789.17
Vendor 5406 - FS CONTRACTORS INC Total:					147,994.28
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Winter Holiday Festival Shirts	7629		307.38
100-1605-7693	FSP DESIGNS	Mayors Youth Council Sweatshirts	7870		469.83
100-1005-7980	FSP DESIGNS	City of Duarte Face Masks	7875		66.25
100-1020-7980	FSP DESIGNS	City of Duarte Face Masks	7875		264.50
Vendor 4039 - FSP DESIGNS Total:					1,107.96

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	143295		672.25
Vendor 4690 - FULLER ENGINEERING INC Total:					672.25
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/21 - 2/28/21	3872934199		1,059.40
Vendor 6181 - GOOGLE LLC Total:					1,059.40
Vendor: 5347 - GRANICUS INC					
100-1020-7722	GRANICUS INC	Civica Website Hosting 3/19/21 - 4/18/21	137679		755.64
Vendor 5347 - GRANICUS INC Total:					755.64
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1005-7643	J & J SPORTS & TROPHIES	Council Shirts	27627		54.02
100-1005-7644	J & J SPORTS & TROPHIES	Council Jacket & Shirts	27627		72.77
100-1005-7650	J & J SPORTS & TROPHIES	Council Shirts	27627		54.02
Vendor 0594 - J & J SPORTS & TROPHIES Total:					180.81
Vendor: 0695 - J D STROPLE					
100-1020-7713	J D STROPLE	Museum Window Replacement (2)	2252021		908.00
Vendor 0695 - J D STROPLE Total:					908.00
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Huntington TS Upgrades Thru 3/12/21	21-10436		4,750.00
Vendor 6206 - KHR ASSOCIATES Total:					4,750.00
Vendor: 6211 - KOFF & ASSOCIATES INC					
100-1810-7965	KOFF & ASSOCIATES INC	Compensation Study 2/2021	6792		3,562.50
Vendor 6211 - KOFF & ASSOCIATES INC Total:					3,562.50
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY21 Federal Grant Administration 2/2021	7005		250.00
Vendor 5438 - LDM ASSOCIATES INC Total:					250.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	211303AL		358,839.18
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	211303AL	202119-Tobacco Grant SRO/D	14,293.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					373,132.18
Vendor: 0004 - MARLA AKANA					
100-2023	MARLA AKANA	City Kitty Retirement Gift	3/31/2021		250.00
Vendor 0004 - MARLA AKANA Total:					250.00
Vendor: 0421 - NATIONAL BAND & TAG CO					
100-1205-7780	NATIONAL BAND & TAG CO	2022 Dog Tags	105811		678.28
Vendor 0421 - NATIONAL BAND & TAG CO Total:					678.28
Vendor: 4607 - NAVIA BENEFIT SOLUTIONS					
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 2/2021	10331603		100.00
Vendor 4607 - NAVIA BENEFIT SOLUTIONS Total:					100.00
Vendor: 6209 - NBL TWO WAY RADIO COMMUNICATIONS					
100-1205-7650	NBL TWO WAY RADIO COMM	Vehicle #23 Two-Way Microphone	332021		73.99
Vendor 6209 - NBL TWO WAY RADIO COMMUNICATIONS Total:					73.99
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	21115148		125.58
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					125.58
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 4/1/21 - 4/30/21	1350125		87.56
Vendor 2466 - POST ALARM SYSTEMS Total:					87.56

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2021	889156		6,403.08
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation (Cal Am Water) 1/2021	889157		1,200.00
100-1015-7686	RUTAN & TUCKER LLP	Frontier Comm Legal 1/2021	889158		193.50
100-1015-7686	RUTAN & TUCKER LLP	NPDES Litigation 1/2021	889159		8,952.00
Vendor 0196 - RUTAN & TUCKER LLP Total:					16,748.58
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN	Animal Shelter Services 3/202	3-2021D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 0202 - SHAFFER AWARDS					
100-1010-7980	SHAFFER AWARDS	Marla Akana Retirement Plaque	5951		21.96
Vendor 0202 - SHAFFER AWARDS Total:					21.96
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	Arberry Legal 2/2021	27555		1,956.15
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 2/2021	27555		3,521.86
100-1015-7684	SILVER & WRIGHT LLP	2308 Mountain Ave Legal 2/2021	27555		2,486.83
Vendor 5441 - SILVER & WRIGHT LLP Total:					7,964.84
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (ROP Tennis Court Lights)	124797		206.65
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					206.65
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEW	Legal Advertising 2/2021	505574		1,774.00
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					1,774.00
Vendor: 6217 - SOUTHERN CALIFORNIA RADAR/LASER					
100-1205-7887	SOUTHERN CALIFORNIA RADA	Calibrate Laser	321002		75.00
Vendor 6217 - SOUTHERN CALIFORNIA RADAR/LASER Total:					75.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3470452673		13.26
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3470525432		10.12
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3471421933		11.01
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3471421934		9.38
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3471421936		15.74
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3471762663		26.44
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice # 3471421936	3471762664		-15.74
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3470452672		138.32
Vendor 2688 - STAPLES ADVANTAGE Total:					208.53
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/8/21	SA-7526		145.00
Vendor 1610 - SUNWEST ENGINEERING Total:					145.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF L	Citation Tax Revenue 2/2021	3152021		2,459.00
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					2,459.00
Vendor: 6011 - THE HOUSE OF PRINTING INC					
100-1005-7614	THE HOUSE OF PRINTING INC	Bryan Urias Business Cards	164357		317.16
Vendor 6011 - THE HOUSE OF PRINTING INC Total:					317.16
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Srvcs 4/2021	15777		564.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 4/2021	15778		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 4/2021	15779		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 4/2021	15780		553.00

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1815-7631	THE TECHNOLOGY DEPOT INC	Server Battery Backup	15917		1,046.16
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					3,152.76
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PU	EOC Software 2/1/21 - 2/28/2	843938691		166.88
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					166.88
Vendor: 5866 - T-MOBILE					
100-1205-7655	T-MOBILE	Emergency Asset Tracking 1/21/21 - 2/20/21	2212021		12.60
Vendor 5866 - T-MOBILE Total:					12.60
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication/Social Media Mgmt 2/2021	5942		8,355.00
100-1020-7718	TRIPEPI SMITH & ASSOCIATES	City Newsletter 2/2021	5942		1,300.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					9,655.00
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Business License Module 4/1/2021 - 3/31/2022	025-323909		1,350.00
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					1,350.00
Vendor: 0567 - TZEITEL PARAS-CARACCI					
100-1005-7646	TZEITEL PARAS-CARACCI	Closed Session/Mtg Expense Reimb	3162021		44.00
Vendor 0567 - TZEITEL PARAS-CARACCI Total:					44.00
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Special Assignment Deputy Mtg 2/4/21 (Raffi's)	2252021BV		86.00
100-1205-7614	U.S. BANK	Office Supplies (Target)	2252021BV		6.30
100-1205-7636	U.S. BANK	Larry Breceda Uniform Boots (Galls)	2252021BV		114.12
100-1205-7655	U.S. BANK	Secured File Sharing Software (DropBox)	2252021BV		119.88
100-1205-7779	U.S. BANK	California PAL 2021 Membership Dues	2252021BV		275.00
100-1205-7980	U.S. BANK	Credit-Adobe Office Product	2252021BV		-49.06
100-1205-7980	U.S. BANK	Adobe Acrobat Pro DC	2252021BV		14.99
100-1205-7980	U.S. BANK	Office Water Delivery (Sparklett's)	2252021BV		27.90
100-1205-7980	U.S. BANK	Adobe Creative Cloud	2252021BV		52.99
100-1205-7980	U.S. BANK	COVID Products (Quill)	2252021BV	202024- Other Expense/Coro	107.56
100-1205-8100	U.S. BANK	Credit-Fire Camera Network (Mofinetwork Inc)	2252021BV		-135.00
100-1405-7610	U.S. BANK	Candidate Interview Lunch 2/24/21 (Twisted Sage)	2252021CH		36.56
100-1405-7610	U.S. BANK	Teresa Renteria 2021 PW Officers Institute	2252021CH		225.00
100-1405-7613	U.S. BANK	Lg Data Format Transfer (Hightail)	2252021CH		15.99
100-1405-7614	U.S. BANK	Covid Masks (Amazon)	2252021CH		75.77
100-1410-7614	U.S. BANK	Field Srvcs Printer Toner (Amazon)	2252021CH		346.19
100-1810-7671	U.S. BANK	Oral Interview Panel Gift (Target)	2252021CH		150.00
100-1005-7643	U.S. BANK	Vinh Truong AB1661 Training 2/25/21 (League of CA)	2252021DJ		50.00
100-1010-7610	U.S. BANK	TLG Govapalooza (Alliance for Innovation)	2252021DJ		149.50
100-1010-7980	U.S. BANK	CC Closed Session Mtg 2/9/21 (Young's Gourmet)	2252021DJ		183.82
100-1020-7712	U.S. BANK	Spotify	2252021DJ		9.99
100-1020-7712	U.S. BANK	Hootsuite 2/2/2021 - 3/1/202	2252021DJ		14.99
100-1020-7712	U.S. BANK	Facebook Ads	2252021DJ		20.00

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7712	U.S. BANK	Covid-19 Mask Required Banner (Curo)	2252021DJ		66.15
100-1020-7712	U.S. BANK	Covid-19 Mask Required Banners (Curo)	2252021DJ		198.45
100-1205-7760	U.S. BANK	Homeless Prevention Flyers (Curo)	2252021DJ	202115-Outreach-Homeless S	101.43
100-1825-7688	U.S. BANK	Used Oil Funnels (Curo)	2252021DJ	202103-Used Oil Grant Exp-O	346.74
100-1825-7747	U.S. BANK	March/April 2021 Duarte View Beverage Recycling Ad	2252021DJ	202003-Beverage Recycling 2	750.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud	2252021KP		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	2252021KP		101.94
100-1605-7733	U.S. BANK	SC Netflix	2252021KP		8.81
100-1605-7735	U.S. BANK	TC Netflix	2252021KP		13.99
100-1805-7610	U.S. BANK	iPad Pencil/Magsafet Charger (Best Buy)	2252021KP		185.22
100-1805-7610	U.S. BANK	Employee Staff Meeting 2/11/21 (Goldstein's Bagel)	2252021KP		23.98
100-1805-7612	U.S. BANK	Angela Chiaromonte 20121 CSMFO Membership	2252021KP		110.00
100-1805-7612	U.S. BANK	Kristen Petersen 2021 CSMFO Membership	2252021KP		110.00
100-1805-7980	U.S. BANK	Microsoft 365 1/27/21 - 2/26/21	2252021KP		12.00
100-1815-7632	U.S. BANK	HR/Michelle-Adobe Acropro	2252021KP		14.99
100-1815-7632	U.S. BANK	accessduarte.info Renewal 1 yr (Network Solutions)	2252021KP		71.97
100-1815-7632	U.S. BANK	Finance Webinar 2/7/21 - 3/6/21 (Zoom)	2252021KP		80.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud	2252021KP		314.91
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	2252021KP		23.95
100-1825-7626	U.S. BANK	Amazon Business Prime 1 Yea	2252021KP		550.15
100-1605-7610	U.S. BANK	Manuel E Nat'l Recreation/Park Society (PayP	2252021ME		5.00
100-1605-7612	U.S. BANK	Kudobard Subscription (kudoboard.com)	2252021ME		5.99
100-1605-7728	U.S. BANK	AmeriCorps Regional Retreat Presenter (Cameo)	2252021ME	202107-Duarte's Promise-Exp	183.75
100-1605-7728	U.S. BANK	AmeriCorp Member Appreciation (Giftcard.com)	2252021ME	202107-Duarte's Promise-Exp	20.00
100-1605-7728	U.S. BANK	Groundhog Job Shadow Day Prizes (Starbucks)	2252021ME	202107-Duarte's Promise-Exp	30.00
100-1605-7728	U.S. BANK	Groundhog Job Shadow Day Prizes (Baskin-Robbins)	2252021ME	202107-Duarte's Promise-Exp	60.00
100-1605-7730	U.S. BANK	Disposable Masks (Amazon)	2252021ME		22.04
100-1605-7730	U.S. BANK	Bunny Costume (Amazon)	2252021ME		408.80
100-1605-7730	U.S. BANK	Bunny Ears (Amazon)	2252021ME		71.60
100-1605-7733	U.S. BANK	SC Flowers-Surprise Valentines (Botanica Florist)	2252021ME		447.62
100-1605-7733	U.S. BANK	2021 Great Decisions Briefing Bk (Foreign Policy)	2252021ME		37.39
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Prizes (Target)	2252021ME		116.29
100-1605-7736	U.S. BANK	Jump Ropes (Amazon)	2252021ME		39.60
100-1605-7736	U.S. BANK	Cupid's Craft Box Supplies (Amazon)	2252021ME		157.21
100-1605-7736	U.S. BANK	Cupid's Craft Box Supplies (Amazon)	2252021ME		82.46
100-1605-7980	U.S. BANK	FC Staff Appreciation (The Habit Burger)	2252021ME		50.00
100-1610-7618	U.S. BANK	Protective Sneeze Guards (Amazon)	2252021ME		158.73
100-1610-7618	U.S. BANK	SC Thermometer (Amazon)	2252021ME		25.35
100-1610-7618	U.S. BANK	Pool Filter Plug (SPmaxwarehouse.com)	2252021ME		28.55

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7618	U.S. BANK	CH Kitchen Coffee Maker (Amazon)	2252021ME		136.15
100-1610-7618	U.S. BANK	SC 3-Way Recycling Container (Recycle Away)	2252021ME		646.00
100-1610-7618	U.S. BANK	Pool Lift Battery (Leslies Pool Supply)	2252021ME		182.42
100-1610-7618	U.S. BANK	Pool Lift Battery (Leslies Pool Supply)	2252021ME		268.49
100-1825-7747	U.S. BANK	SC 3-Way Recycling Container (Recycle Away)	2252021ME	202003-Beverage Recycling 2	430.70
Vendor 4484 - U.S. BANK Total:					8,632.30
Vendor: 5538 - VICTOR STANLEY INC					
100-1405-8100	VICTOR STANLEY INC	Waste Receptacles/Royal Oak & Las Lomas Park	SI47309	202014- Verion Prop Rental-O	4,774.78
Vendor 5538 - VICTOR STANLEY INC Total:					4,774.78
Vendor: 5483 - WALMART COMMUNITY/SYNCB					
100-1605-7736	WALMART COMMUNITY/SYN	February Box Items	03490		46.09
100-1605-7736	WALMART COMMUNITY/SYN	February Box Items	01194		193.78
100-1605-7730	WALMART COMMUNITY/SYN	Easter Candy	01846		20.92
100-1605-7730	WALMART COMMUNITY/SYN	Easter Candy	03868-2172021		160.28
100-1605-7730	WALMART COMMUNITY/SYN	Eggfest 2021 Candy	06762		305.94
Vendor 5483 - WALMART COMMUNITY/SYNCB Total:					727.01
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	79824585		72.37
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					72.37
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-FC/Pool 1/2021	7289151		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Cnty Ctr 1/2021	7289152		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-City Hall 1/2021	7289156		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Senior Ctr 1/2021	7289157		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Teen Ctr 1/2021	7289168		60.00
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					300.00
Fund 100 - GENERAL FUND Total:					706,973.17
Fund: 220 - GAS TAX FUN					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7811	COUNTY OF LOS ANGELES DEP	Traffic Signal Maintenance 1/2021	21020804493		3,089.62
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					3,089.62
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2225-7980	JCL TRAFFIC SERVICES	Slow Down Street Signs	108133		967.88
Vendor 3957 - JCL TRAFFIC SERVICES Total:					967.88
Vendor: 6206 - KHR ASSOCIATES					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Improvements 2/2021	21-10438		4,270.00
Vendor 6206 - KHR ASSOCIATES Total:					4,270.00
Vendor: 0205 - SIEMENS INDUSTRY INC					
220-2210-7811	SIEMENS INDUSTRY INC	Traffic Signal Generators (Hunt Dr/Las Lomas)	5620033201		3,652.93
220-2210-7811	SIEMENS INDUSTRY INC	Traffic Signal Generators (Hunt Dr/Crestfield)	5620033226		2,781.22
Vendor 0205 - SIEMENS INDUSTRY INC Total:					6,434.15
Fund 220 - GAS TAX FUN Total:					14,761.65

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	7245044		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					20,636.07
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2427-7887	SITEONE LANDSCAPE SUPPLY	Rancho Verde Irrigation Repai	106626126-001		267.61
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Royal Oaks Park Irrigation Repairs	106642852-001		85.05
240-2410-7663	SITEONE LANDSCAPE SUPPLY	Weed Abatement	106705504-001		314.70
240-2421-7887	SITEONE LANDSCAPE SUPPLY	Las Lomas Villas Irrigation Repair	106783226-001		314.07
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					981.43
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					21,617.50
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	LACDA Small Business Grant Program 2/2021	7006	202108- CDBG- Professional S	100.00
Vendor 5438 - LDM ASSOCIATES INC Total:					100.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					100.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	211303AL		11,000.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,000.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	24th Installment of 3rd Bus 3/2021	F2802-0321		3,887.05

Council Warrant Register By Vendor

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 2/2021	SI008017		24,038.28
Vendor 3192 - FOOTHILL TRANSIT Total:					27,925.33
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE	Graffiti Removal 2/2021	16602		947.16
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					947.16
Vendor: 5935 - WALLACE SIGN COMPANY					
440-4405-7650	WALLACE SIGN COMPANY	Transportation Dept Decals	21427		191.17
Vendor 5935 - WALLACE SIGN COMPANY Total:					191.17
Fund 440 - PROPOSITION A TRANSIT FUND Total:					29,063.66
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	24th Installment of 3rd Bus 3/2021	F2802-0321		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 2/2021	SI008017		19,667.69
Vendor 3192 - FOOTHILL TRANSIT Total:					22,848.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE	Graffiti Removal 2/2021	16602		774.94
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					774.94
Fund 460 - PROPOSITION C TRANSIT FUND Total:					23,622.94
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 5151 - CITY OF ARCADIA					
490-4905-7980	CITY OF ARCADIA	CIMP Implementation Year 1 of 5 Agreement	CIMP000045		70,988.51
Vendor 5151 - CITY OF ARCADIA Total:					70,988.51
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					70,988.51
Grand Total:					878,127.43

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	706,973.17
220 - GAS TAX FUN	14,761.65
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	21,617.50
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	100.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,000.00
440 - PROPOSITION A TRANSIT FUND	29,063.66
460 - PROPOSITION C TRANSIT FUND	23,622.94
490 - MEASURE W (WATER/STORMWATER)	70,988.51
Grand Total:	878,127.43

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7614	Office Supplies	317.16
100-1005-7643	Travel & Exp - Truong	104.02
100-1005-7644	Travel & Exp - Schulz	72.77
100-1005-7646	Travel & Exp - Paras	74.00
100-1005-7650	Travel & Exp - Lewis	54.02
100-1005-7980	Other Expenses	66.25
100-1010-7610	Travel, Mtgs & Conf	149.50
100-1010-7670	Legal Notices	1,774.00
100-1010-7980	Other Expenses	205.78
100-1015-7680	City Attorney Legal	6,403.08
100-1015-7682	Labor Counsel Legal	577.50
100-1015-7684	Code Enforcement Legal	7,964.84
100-1015-7686	Other Legal Services	10,345.50
100-1020-7712	Community Information	8,664.58
100-1020-7713	Historical Museum Bldg	908.00
100-1020-7718	City Newsletter	1,300.00
100-1020-7720	DCTV	24,500.00
100-1020-7722	City Web Site	755.64
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	264.50
100-1205-7610	Travel, Mtgs & Conf	86.00
100-1205-7614	Office Supplies	6.30
100-1205-7636	Uniforms	114.12
100-1205-7650	Vehicle Maintenance	288.77
100-1205-7655	Emergency Services	299.36
100-1205-7760	Homeless Outreach Prog	101.43
100-1205-7761	Parking Ticket Collect	4,145.89
100-1205-7762	Parking Pass Kiosk Costs	238.15
100-1205-7779	Youth Programs	275.00
100-1205-7780	Animal Control	5,844.95
100-1205-7781	Contract Law Enforceme	373,132.18
100-1205-7887	Repairs & Replacements	75.00
100-1205-7980	Other Expenses	154.38
100-1205-8100	Other Capital Acquisitio	-135.00
100-1405-7610	Travel, Mtgs & Conf	261.56
100-1405-7612	Publications and Dues	101.94
100-1405-7613	Duplications And Photos	15.99
100-1405-7614	Office Supplies	251.54
100-1405-7800	Building Department Ser	57,176.63
100-1405-7965	Professional Services	2,575.00
100-1405-7967	Public Works Inspection	7,290.00
100-1405-7980	Other Expenses	1,835.00
100-1405-8100	Other Capital Improvem	165,308.23
100-1410-7614	Office Supplies	346.19

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7656	Emergency Generator	145.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	5.00
100-1605-7612	Publications and Dues	5.99
100-1605-7650	Vehicle Maintenance	19.85
100-1605-7693	Youth Council	469.83
100-1605-7728	Americorp's VIP Progra	320.97
100-1605-7730	Special Events	1,620.06
100-1605-7733	Senior Center	493.82
100-1605-7735	Teen Center	437.66
100-1605-7736	Youth & Adult Recreatio	519.14
100-1605-7739	Publicity	857.78
100-1605-7980	Other Expenses	50.00
100-1610-7617	Pool Chemicals	797.83
100-1610-7618	Building Supplies	1,724.71
100-1610-7636	Uniforms	79.82
100-1610-7652	Building Maint Services	3,417.90
100-1805-7610	Travel, Mtgs & Conf	209.20
100-1805-7612	Publications and Dues	220.00
100-1805-7614	Office Supplies	32.76
100-1805-7980	Other Expenses	12.00
100-1810-7671	Recruiting Advertisemen	150.00
100-1810-7965	Professional Services	3,562.50
100-1810-7980	Other Expenses	100.00
100-1815-7631	Equipment Maintenance	1,046.16
100-1815-7632	Software Maintenance	1,541.27
100-1815-7820	Finance System Support	1,350.00
100-1815-7821	Personal Computer Supp	553.00
100-1815-7830	Telephones	1,577.55
100-1825-7626	Postage	550.15
100-1825-7631	Equipment Maintenance	4.04
100-1825-7688	Oil Recycling Grant	346.74
100-1825-7747	Beverage Cont Recycling	1,180.70
100-1825-7945	Operation Of Acq Prop	41.67
100-2023	EE City Kitty Contributio	250.00
100-2127	Retention Payable	-2,589.67
220-2205-8100	Other Capital Improvem	4,270.00
220-2210-7811	Street Maintenance	9,523.77
220-2225-7980	Other Expenses	967.88
240-2410-7663	Other Serv-Medians	314.70
240-2410-7888	Repairs-Citywide	85.05
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7887	Repairs & Replacements	314.07
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7887	Repairs & Replacements	267.61
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00

Account Summary

Account Number	Account Name	Payment Amount
260-2605-7965	Professional Services	100.00
290-2905-7781	Contract Law Enforceme	11,000.00
440-4405-7650	Vehicle Maintenance	191.17
440-4405-7814	Graffiti Removal	947.16
440-4405-7960	Foothill Transit Operatio	24,038.28
440-4405-8013	Vehicles (Capital)	3,887.05
460-4605-7814	Graffiti Removal	774.94
460-4605-7960	Foothill Tranist Operatio	19,667.69
460-4605-8013	Vehicles (Capital)	3,180.31
490-4905-7980	Other Expenses	70,988.51
	Grand Total:	878,127.43

Project Account Summary

Project Account Key	Payment Amount
None	706,541.30
100-2127 Retention	-7,789.17
202003-Beverage Recycling 2018-2019 PROG FY21	1,180.70
202014- Verion Prop Rental-Other Capital Impr.	160,558.23
202024- Other Expense/Coronavirus Response	107.56
202103-Used Oil Grant Exp-OPP10-19-0016	346.74
202107-Duarte's Promise-Expense	320.97
202108- CDBG- Professional Services	100.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	101.43
202117-COH Exps-Charles Abbott Contract Planner	2,325.00
202119-Tobacco Grant SRO/Deputy-DOJ	14,293.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
	Grand Total:
	878,127.43



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7735	FSP DESIGNS	TC Winter Holiday Festival Shirts	1001		307.38
100-1825-7631	CANON SOLUTIONS AMERICA	Credit for Inv #4034692909	215939		-55.06
100-2127	ERC ROOFING & WATERPROO	Retention-City Hall Roof Replacement	999		5,199.50
100-1605-7650	AUTOZONE	Vehicle #17 Core Charge	215935		19.85
100-1605-7736	WALMART COMMUNITY/SYN	February Box Items	215969		46.09
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Srvcs-FC/Pool 1/2021	215970		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Srvcs-Cmty Ctr 1/2021	215970		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Srvcs-City Hall 1/2021	215970		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Srvcs-Senior Ctr 1/2021	215970		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Srvcs-Teen Ctr 1/2021	215970		60.00
100-1605-7736	WALMART COMMUNITY/SYN	February Box Items	215969		193.78
100-1405-8100	VICTOR STANLEY INC	Waste Receptacles/Royal Oak & Las Lomas Park	215968	202014- Verion Prop Rental-O	4,774.78
100-1405-8100	FS CONTRACTORS INC	Change Order	215948	202014- Verion Prop Rental-O	9,875.70
100-1405-8100	FS CONTRACTORS INC	Royal Oaks ADA Parking Lot Improvements	215948	202014- Verion Prop Rental-O	145,907.75
100-2127	FS CONTRACTORS INC	Retention	215948	100-2127 Retention	-7,789.17
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2021	1009		6,403.08
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation (Cal Am Water) 1/2021	1009		1,200.00
100-1015-7686	RUTAN & TUCKER LLP	Frontier Comm Legal 1/2021	1009		193.50
100-1015-7686	RUTAN & TUCKER LLP	NPDES Litigation 1/2021	1009		8,952.00
100-1605-7730	WALMART COMMUNITY/SYN	Easter Candy	215969		20.92
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	215953		358,839.18
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	215953	202119-Tobacco Grant SRO/D	14,293.00
100-1610-7652	FAITH FIRE EXTINGUISHER & S	CC Kitchen Fire System Annual Service	215947		155.34
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Communication/Social Media Mgmt 2/2021	1016		8,355.00
100-1020-7718	TRIEPEI SMITH & ASSOCIATES	City Newsletter 2/2021	1016		1,300.00
100-1605-7730	WALMART COMMUNITY/SYN	Easter Candy	215969		160.28
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 2/2021	215946		135.00
100-1205-7655	T-MOBILE	Emergency Asset Tracking 1/21/21 - 2/20/21	215966		12.60
100-1205-7761	DATA TICKET INC	Parking Citation Processing 1/2021	998		1,563.83
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	215956		125.58
100-1610-7652	ALBERTOS PLUMBING	Bike Trail Fountain Repairs	215933		925.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1023		72.37
100-1005-7614	THE HOUSE OF PRINTING INC	Bryan Urias Business Cards	215950		317.16
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/8/21	1014		145.00
100-1605-7693	FSP DESIGNS	Mayors Youth Council Sweatshirts	1001		469.83
100-1205-7761	DATA TICKET INC	Admin Citation Processing 1/2021	998		123.06
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	215949		672.25

Council Warrant Register By Account

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7713	J D STROPLE	Museum Window Replacement (2)	215962		908.00
100-1205-7610	U.S. BANK	Special Assignment Deputy Mtg 2/4/21 (Raffi's)	1020		86.00
100-1205-7614	U.S. BANK	Office Supplies (Target)	1020		6.30
100-1205-7636	U.S. BANK	Larry Breceda Uniform Boots (Galls)	1020		114.12
100-1205-7655	U.S. BANK	Secured File Sharing Software (DropBox)	1020		119.88
100-1205-7779	U.S. BANK	California PAL 2021 Membership Dues	1020		275.00
100-1205-7980	U.S. BANK	Credit-Adobe Office Product	1020		-49.06
100-1205-7980	U.S. BANK	Adobe Creative Cloud	1020		52.99
100-1205-7980	U.S. BANK	Office Water Delivery (Sparklett's)	1020		27.90
100-1205-7980	U.S. BANK	Adobe Acrobat Pro DC	1020		14.99
100-1205-7980	U.S. BANK	COVID Products (Quill)	1020	202024- Other Expense/Coro	107.56
100-1205-8100	U.S. BANK	Credit-Fire Camera Network (Mofinetwork Inc)	1020		-135.00
100-1405-7610	U.S. BANK	Teresa Renteria 2021 PW Officers Institute	1019		225.00
100-1405-7610	U.S. BANK	Candidate Interview Lunch 2/24/21 (Twisted Sage)	1019		36.56
100-1405-7613	U.S. BANK	Lg Data Format Transfer (Hightail)	1019		15.99
100-1405-7614	U.S. BANK	Covid Masks (Amazon)	1019		75.77
100-1410-7614	U.S. BANK	Field Srvcs Printer Toner (Amazon)	1019		346.19
100-1810-7671	U.S. BANK	Oral Interview Panel Gift (Target)	1019		150.00
100-1005-7643	U.S. BANK	Vinh Truong AB1661 Training 2/25/21 (League of CA)	1017		50.00
100-1010-7610	U.S. BANK	TLG Govapalooza (Alliance for Innovation)	1017		149.50
100-1010-7980	U.S. BANK	CC Closed Session Mtg 2/9/21 (Young's Gourmet)	1017		183.82
100-1020-7712	U.S. BANK	Spotify	1017		9.99
100-1020-7712	U.S. BANK	Covid-19 Mask Required Banner (Curo)	1017		66.15
100-1020-7712	U.S. BANK	Facebook Ads	1017		20.00
100-1020-7712	U.S. BANK	Covid-19 Mask Required Banners (Curo)	1017		198.45
100-1020-7712	U.S. BANK	Hootsuite 2/2/2021 - 3/1/202	1017		14.99
100-1205-7760	U.S. BANK	Homeless Prevention Flyers (Curo)	1017	202115-Outreach-Homeless S	101.43
100-1825-7688	U.S. BANK	Used Oil Funnels (Curo)	1017	202103-Used Oil Grant Exp-O	346.74
100-1825-7747	U.S. BANK	March/April 2021 Duarte View Beverage Recycling Ad	1017	202003-Beverage Recycling 2	750.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud	1021		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	1021		101.94
100-1605-7733	U.S. BANK	SC Netflix	1021		8.81
100-1605-7735	U.S. BANK	TC Netflix	1021		13.99
100-1805-7610	U.S. BANK	Employee Staff Meeting 2/11/21 (Goldstein's Bagel)	1021		23.98
100-1805-7610	U.S. BANK	iPad Pencil/Magsafet Charger (Best Buy)	1021		185.22
100-1805-7612	U.S. BANK	Angela Chiaromonte 20121 CSMFO Membership	1021		110.00
100-1805-7612	U.S. BANK	Kristen Petersen 2021 CSMFO Membership	1021		110.00
100-1805-7980	U.S. BANK	Microsoft 365 1/27/21 - 2/26/21	1021		12.00
100-1815-7632	U.S. BANK	Finance Webinar 2/7/21 - 3/6/21 (Zoom)	1021		80.00

Council Warrant Register By Account

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7632	U.S. BANK	HR/Michelle-Adobe Acropo	1021		14.99
100-1815-7632	U.S. BANK	Adobe Creative Cloud	1021		314.91
100-1815-7632	U.S. BANK	accessduarte.info Renewal 1 yr (Network Solutions)	1021		71.97
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	1021		23.95
100-1825-7626	U.S. BANK	Amazon Business Prime 1 Yea	1021		550.15
100-1605-7610	U.S. BANK	Manuel E Nat'l	1018		5.00
100-1605-7612	U.S. BANK	Recreation/Park Society (PayP Kudobard Subscription (kudoboard.com)	1018		5.99
100-1605-7728	U.S. BANK	AmeriCorps Regional Retreat Presenter (Cameo)	1018	202107-Duarte's Promise-Exp	183.75
100-1605-7728	U.S. BANK	AmeriCorp Member Appreciation (Giftcard.com)	1018	202107-Duarte's Promise-Exp	20.00
100-1605-7728	U.S. BANK	Groundhog Job Shadow Day Prizes (Baskin-Robbins)	1018	202107-Duarte's Promise-Exp	60.00
100-1605-7728	U.S. BANK	Groundhog Job Shadow Day Prizes (Starbucks)	1018	202107-Duarte's Promise-Exp	30.00
100-1605-7730	U.S. BANK	Bunny Ears (Amazon)	1018		71.60
100-1605-7730	U.S. BANK	Disposable Masks (Amazon)	1018		22.04
100-1605-7730	U.S. BANK	Bunny Costume (Amazon)	1018		408.80
100-1605-7733	U.S. BANK	SC Flowers-Surprise Valentines (Botanica Florist)	1018		447.62
100-1605-7733	U.S. BANK	2021 Great Decisions Briefing Bk (Foreign Policy)	1018		37.39
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Prizes (Target)	1018		116.29
100-1605-7736	U.S. BANK	Cupid's Craft Box Supplies (Amazon)	1018		82.46
100-1605-7736	U.S. BANK	Cupid's Craft Box Supplies (Amazon)	1018		157.21
100-1605-7736	U.S. BANK	Jump Ropes (Amazon)	1018		39.60
100-1605-7980	U.S. BANK	FC Staff Appreciation (The Habit Burger)	1018		50.00
100-1610-7618	U.S. BANK	Pool Lift Battery (Leslies Pool Supply)	1018		268.49
100-1610-7618	U.S. BANK	Pool Filter Plug (SPmaxwarehouse.com)	1018		28.55
100-1610-7618	U.S. BANK	Pool Lift Battery (Leslies Pool Supply)	1018		182.42
100-1610-7618	U.S. BANK	SC Thermometer (Amazon)	1018		25.35
100-1610-7618	U.S. BANK	SC 3-Way Recycling Container (Recycle Away)	1018		646.00
100-1610-7618	U.S. BANK	CH Kitchen Coffee Maker (Amazon)	1018		136.15
100-1610-7618	U.S. BANK	Protective Sneeze Guards (Amazon)	1018		158.73
100-1825-7747	U.S. BANK	SC 3-Way Recycling Container (Recycle Away)	1018	202003-Beverage Recycling 2	430.70
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1013		13.26
100-1015-7682	BURKE, WILLIAMS & SORENSE	Labor Legal 1/2021	995		577.50
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1013		10.12
100-1005-7980	FSP DESIGNS	City of Duarte Face Masks	1001		66.25
100-1020-7980	FSP DESIGNS	City of Duarte Face Masks	1001		264.50
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 2/2021	215954		100.00
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2021	996		238.15
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMd Printer Maint 11/30/20 - 2/27/21	215939		12.11
100-1010-7670	SOUTHERN CALIFORNIA NEW	Legal Advertising 2/2021	1012		1,774.00
100-1020-7720	COMMUNITY MEDIA OF THE	Public Access 7/1/20 - 6/30/2	215941		24,500.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES	Builliding & Safety Srvc 2/202	997		57,176.63
100-1405-7965	CHARLES ABBOTT ASSOCIATES	Contract Planner 2/2021	997	202117-COH Exps-Charles Ab	2,325.00

Council Warrant Register By Account

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7820	TYLER TECHNOLOGIES INC	Business License Module 4/1/2021 - 3/31/2022	215967		1,350.00
100-1605-7730	WALMART COMMUNITY/SYN	Eggfest 2021 Candy	215969		305.94
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Srvcs 4/2021	1015		564.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 4/2021	1015		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 4/2021	1015		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 4/2021	1015		553.00
100-1015-7684	SILVER & WRIGHT LLP	Arberry Legal 2/2021	1011		1,956.15
100-1015-7684	SILVER & WRIGHT LLP	2308 Mountain Ave Legal 2/2021	1011		2,486.83
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 2/2021	1011		3,521.86
100-1205-7780	SAN GABRIEL VALLEY HUMAN	Animal Shelter Services 3/202	215957		5,166.67
100-1205-7887	SOUTHERN CALIFORNIA RADA	Calibrate Laser	215961		75.00
100-1810-7965	KOFF & ASSOCIATES INC	Compensation Study 2/2021	1004		3,562.50
100-1020-7724	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937	250016-Oper of Acq Prop-122	41.67
100-1205-7655	THOMSON REUTERS-WEST PU	EOC Software 2/1/21 - 2/28/2	215965		166.88
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMD Printer Maint 8/31/20 - 11/29/20 (Rebill)	215939		29.62
100-1825-7631	CANON SOLUTIONS AMERICA	FC/CMD Printer Maint 11/30/20 - 2/27/21 (Rebill)	215939		17.37
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215940		39.91
100-1205-7780	NATIONAL BAND & TAG CO	2022 Dog Tags	1006		678.28
100-1205-7650	NBL TWO WAY RADIO COMM	Vehicle #23 Two-Way Microphone	215955		73.99
100-1605-7739	CURO MANAGED PRINT PROD	Easter Promotion (Eggfest 2021)	215943		857.78
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (ROP Tennis Court Lights)	215959		206.65
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 4/1/21 - 4/30/21	1008		87.56
100-1005-7643	J & J SPORTS & TROPHIES	Council Shirts	215951		54.02
100-1005-7644	J & J SPORTS & TROPHIES	Council Jacket & Shirts	215951		72.77
100-1005-7650	J & J SPORTS & TROPHIES	Council Shirts	215951		54.02
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1013		11.01
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1013		9.38
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1013		15.74
100-1405-7980	BUCKNAM INFRASTRUCTURE	GIS Update	215938		1,835.00
100-1610-7652	ALBERTOS PLUMBING	SC Kitchen Sink/Drain Pipes Repairs	215933		1,610.00
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/21 - 2/28/21	EFT11146		1,059.40
100-1610-7652	ALBERTOS PLUMBING	Public Safety Men's RR Sewer Drain Clearing	215933		205.00
100-1405-7967	ARDURRA GROUP INC	PW Inspections-City of Hope Traffic Signals 2/2021	994		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspections-Duarte Station/Esperanza Apt 2/2021	994		5,400.00
100-1405-7965	LDM ASSOCIATES INC	FY21 Federal Grant Administration 2/2021	1005		250.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1013		26.44
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice # 3471421936	1013		-15.74
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215940		39.91
100-1010-7980	SHAFFER AWARDS	Marla Akana Retirement Plaque	215958		21.96
100-1605-7730	BALLUSIONIST	Eggfest Decor	215936		595.00

Council Warrant Register By Account

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7728	DUARTE RECREATION PETTY C	AmeriCorps Lunch (California Pizza Kitchen)	215944	202107-Duarte's Promise-Exp	27.22
100-1605-7730	DUARTE RECREATION PETTY C	Bunny Suit Vest/Apron Dress Material (Joann's)	215944		35.48
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #34 Repair	215931		214.78
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Huntington TS Upgrades Thru 3/12/21	1003		4,750.00
100-1005-7646	DUARTE WOMEN'S CLUB	Tzeitel Paras-Caracci 2021 Membership	215945		30.00
100-1205-7761	SUPERIOR CT OF CAL CO OF L	Citation Tax Revenue 2/2021	215963		2,459.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1013		138.32
100-1815-7631	THE TECHNOLOGY DEPOT INC	Server Battery Backup	1015		1,046.16
100-1005-7646	TZEITEL PARAS-CARACCI	Closed Session/Mtg Expense Reimb	1007		44.00
100-2023	MARLA AKANA	City Kitty Retirement Gift	215932		250.00
100-1020-7722	GRANICUS INC	Civica Website Hosting 3/19/21 - 4/18/21	1002		755.64
Fund 100 - GENERAL FUND Total:					706,973.17
Fund: 220 - GAS TAX FUN					
220-2210-7811	SIEMENS INDUSTRY INC	Traffic Signal Generators (Hunt Dr/Las Lomas)	1010		3,652.93
220-2210-7811	SIEMENS INDUSTRY INC	Traffic Signal Generators (Hunt Dr/Crestfield)	1010		2,781.22
220-2210-7811	COUNTY OF LOS ANGELES DEP	Traffic Signal Maintenance 1/2021	215942		3,089.62
220-2225-7980	JCL TRAFFIC SERVICES	Slow Down Street Signs	215952		967.88
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Improvements 2/2021	1003		4,270.00
Fund 220 - GAS TAX FUN Total:					14,761.65
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2427-7887	SITEONE LANDSCAPE SUPPLY	Rancho Verde Irrigation Repai	215960		267.61
240-2410-7915	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 3/2021	215937		500.00

Council Warrant Register By Account

Payment Dates: 3/11/2021 - 3/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Royal Oaks Park Irrigation Repairs	215960		85.05
240-2410-7663	SITEONE LANDSCAPE SUPPLY	Weed Abatement	215960		314.70
240-2421-7887	SITEONE LANDSCAPE SUPPLY	Las Lomas Villas Irrigation Repair	215960		314.07
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					21,617.50
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-7965	LDM ASSOCIATES INC	LACDA Small Business Grant Program 2/2021	1005	202108- CDBG- Professional S	100.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					100.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 1/2021	215953		11,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,000.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	24th Installment of 3rd Bus 3/2021	1000		3,887.05
440-4405-7814	SUPERIOR PROPERTY SERVICE	Graffiti Removal 2/2021	215964		947.16
440-4405-7650	WALLACE SIGN COMPANY	Transportation Dept Decals	1022		191.17
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 2/2021	1000		24,038.28
Fund 440 - PROPOSITION A TRANSIT FUND Total:					29,063.66
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	24th Installment of 3rd Bus 3/2021	1000		3,180.31
460-4605-7814	SUPERIOR PROPERTY SERVICE	Graffiti Removal 2/2021	215964		774.94
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 2/2021	1000		19,667.69
Fund 460 - PROPOSITION C TRANSIT FUND Total:					23,622.94
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	CITY OF ARCADIA	CIMP Implementation Year 1 of 5 Agreement	215934		70,988.51
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					70,988.51
Grand Total:					878,127.43

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	706,973.17
220 - GAS TAX FUN	14,761.65
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	21,617.50
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	100.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,000.00
440 - PROPOSITION A TRANSIT FUND	29,063.66
460 - PROPOSITION C TRANSIT FUND	23,622.94
490 - MEASURE W (WATER/STORMWATER)	70,988.51
Grand Total:	878,127.43

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7614	Office Supplies	317.16
100-1005-7643	Travel & Exp - Truong	104.02
100-1005-7644	Travel & Exp - Schulz	72.77
100-1005-7646	Travel & Exp - Paras	74.00
100-1005-7650	Travel & Exp - Lewis	54.02
100-1005-7980	Other Expenses	66.25
100-1010-7610	Travel, Mtgs & Conf	149.50
100-1010-7670	Legal Notices	1,774.00
100-1010-7980	Other Expenses	205.78
100-1015-7680	City Attorney Legal	6,403.08
100-1015-7682	Labor Counsel Legal	577.50
100-1015-7684	Code Enforcement Legal	7,964.84
100-1015-7686	Other Legal Services	10,345.50
100-1020-7712	Community Information	8,664.58
100-1020-7713	Historical Museum Bldg	908.00
100-1020-7718	City Newsletter	1,300.00
100-1020-7720	DCTV	24,500.00
100-1020-7722	City Web Site	755.64
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	264.50
100-1205-7610	Travel, Mtgs & Conf	86.00
100-1205-7614	Office Supplies	6.30
100-1205-7636	Uniforms	114.12
100-1205-7650	Vehicle Maintenance	288.77
100-1205-7655	Emergency Services	299.36
100-1205-7760	Homeless Outreach Prog	101.43
100-1205-7761	Parking Ticket Collect	4,145.89
100-1205-7762	Parking Pass Kiosk Costs	238.15
100-1205-7779	Youth Programs	275.00
100-1205-7780	Animal Control	5,844.95
100-1205-7781	Contract Law Enforceme	373,132.18
100-1205-7887	Repairs & Replacements	75.00
100-1205-7980	Other Expenses	154.38
100-1205-8100	Other Capital Acquisitio	-135.00
100-1405-7610	Travel, Mtgs & Conf	261.56
100-1405-7612	Publications and Dues	101.94
100-1405-7613	Duplications And Photos	15.99
100-1405-7614	Office Supplies	251.54
100-1405-7800	Building Department Ser	57,176.63
100-1405-7965	Professional Services	2,575.00
100-1405-7967	Public Works Inspection	7,290.00
100-1405-7980	Other Expenses	1,835.00
100-1405-8100	Other Capital Improvem	165,308.23
100-1410-7614	Office Supplies	346.19

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7656	Emergency Generator	145.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	5.00
100-1605-7612	Publications and Dues	5.99
100-1605-7650	Vehicle Maintenance	19.85
100-1605-7693	Youth Council	469.83
100-1605-7728	Americorp's VIP Progra	320.97
100-1605-7730	Special Events	1,620.06
100-1605-7733	Senior Center	493.82
100-1605-7735	Teen Center	437.66
100-1605-7736	Youth & Adult Recreatio	519.14
100-1605-7739	Publicity	857.78
100-1605-7980	Other Expenses	50.00
100-1610-7617	Pool Chemicals	797.83
100-1610-7618	Building Supplies	1,724.71
100-1610-7636	Uniforms	79.82
100-1610-7652	Building Maint Services	3,417.90
100-1805-7610	Travel, Mtgs & Conf	209.20
100-1805-7612	Publications and Dues	220.00
100-1805-7614	Office Supplies	32.76
100-1805-7980	Other Expenses	12.00
100-1810-7671	Recruiting Advertisemen	150.00
100-1810-7965	Professional Services	3,562.50
100-1810-7980	Other Expenses	100.00
100-1815-7631	Equipment Maintenance	1,046.16
100-1815-7632	Software Maintenance	1,541.27
100-1815-7820	Finance System Support	1,350.00
100-1815-7821	Personal Computer Supp	553.00
100-1815-7830	Telephones	1,577.55
100-1825-7626	Postage	550.15
100-1825-7631	Equipment Maintenance	4.04
100-1825-7688	Oil Recycling Grant	346.74
100-1825-7747	Beverage Cont Recycling	1,180.70
100-1825-7945	Operation Of Acq Prop	41.67
100-2023	EE City Kitty Contributio	250.00
100-2127	Retention Payable	-2,589.67
220-2205-8100	Other Capital Improvem	4,270.00
220-2210-7811	Street Maintenance	9,523.77
220-2225-7980	Other Expenses	967.88
240-2410-7663	Other Serv-Medians	314.70
240-2410-7888	Repairs-Citywide	85.05
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7887	Repairs & Replacements	314.07
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7887	Repairs & Replacements	267.61
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00

Account Summary

Account Number	Account Name	Payment Amount
260-2605-7965	Professional Services	100.00
290-2905-7781	Contract Law Enforceme	11,000.00
440-4405-7650	Vehicle Maintenance	191.17
440-4405-7814	Graffiti Removal	947.16
440-4405-7960	Foothill Transit Operatio	24,038.28
440-4405-8013	Vehicles (Capital)	3,887.05
460-4605-7814	Graffiti Removal	774.94
460-4605-7960	Foothill Tranist Operatio	19,667.69
460-4605-8013	Vehicles (Capital)	3,180.31
490-4905-7980	Other Expenses	70,988.51
	Grand Total:	878,127.43

Project Account Summary

Project Account Key	Payment Amount
None	706,541.30
100-2127 Retention	-7,789.17
202003-Beverage Recycling 2018-2019 PROG FY21	1,180.70
202014- Verion Prop Rental-Other Capital Impr.	160,558.23
202024- Other Expense/Coronavirus Response	107.56
202103-Used Oil Grant Exp-OPP10-19-0016	346.74
202107-Duarte's Promise-Expense	320.97
202108- CDBG- Professional Services	100.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	101.43
202117-COH Exps-Charles Abbott Contract Planner	2,325.00
202119-Tobacco Grant SRO/Deputy-DOJ	14,293.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
	Grand Total:
	878,127.43



PUBLIC SAFETY STATUS REPORT March 2021



PROJECT/PROGRAM	STATUS
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently up by 25.3%. We had 83 total Part 1 Crimes at this time last year and year to date this year we are at 104.
2. Crime Trends and Notable Arrests	We are still seeing a rise in all theft related categories, with auto theft, theft of catalytic convertors, and shoplifting leading all categories. Duarte Deputies did make two different arrests of catalytic convertor thieves this month and a Sheriff Department Task Force did make an arrest of nineteen suspects and recovered \$750K worth of stolen catalytic convertors. Special Assignment Deputy Valenzuela has been tracking and mapping the rise in thefts and has been directing patrol to the affected areas. Special Assignment Deputies Milano and Gonzales have put together operations to target catalytic converter theft, theft from vehicles, and stolen vehicles. They will additionally be conducting routine probation/parole compliance checks. The Public Safety Office is always willing to conduct a virtual Neighborhood Watch meeting for residents to explain current crime trends and how they can keep their homes and neighborhood safe.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has two Measure H grants we are administering to: The first is a grant in conjunction with four other cities (Azusa, Glendora, Covina, and West Covina) which supplied each of us with a case manager from Union Station. Our case manager was assigned in April of 2020. The case manager has been telecommuting due to COVID-19 and visits Duarte locations twice a week. She has been working out of the Duarte Park Recreation Center. She continues to communicate daily with our Outreach Coordinator to provide services to the homeless. We are currently working on extending the contract until December 31, 2021 (set to expire on June, 30, 2021). The second grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut

	down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position for approximately two and half years. Tony's unofficial recent count, counted 9 unsheltered transients in the city. All of the clients have been linked in with the Union Station Homeless Services (USHS) Housing Navigator (HN), and 2 are also linked in with the Department of Mental Health Homeless Outreach Mobile Engagement Team (HOME Team). He did not count anyone living in their vehicles. With the implementation of the USHS HN to team up with Tony, we have been able to approach the homeless issue in Duarte on both ends. He approaches on the outreach side, as the HN follows up with them on the housing services side. With their aid, we were able to place 5 clients into Project Room Key (PRK), 1 client self-exited PRK and his whereabouts are unknown. 1 client has been permanently housed in El Monte transitioned from PRK, and 3 clients remain in PRK. We have had 2 taken in for psychological treatment with the assistance from the HOME Team and LASD Mental Evaluation Team (MET). With the help from HOME Team, we have one client that has a voucher in hand for housing. The difficult task is finding a landlord that is willing to accept the voucher from a client with a mental disability.
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is no end date for COVID – 19 operations.
2. COVID Vaccinations	The Duarte Unified School District in conjunction with the City of Hope medical staff conducted five vaccination distribution events at the Performing Arts Center parking lot, with the assistance of Public Safety Staff and CERT volunteers. Over the course of five days, the City of Hope administered 3,400 vaccines to persons 65 years or older and to teachers from Duarte, Monrovia, Arcadia, Baldwin Park, and El Monte School Districts.



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended February 28, 2021
(66.7% of FY 2020-21 Completed)

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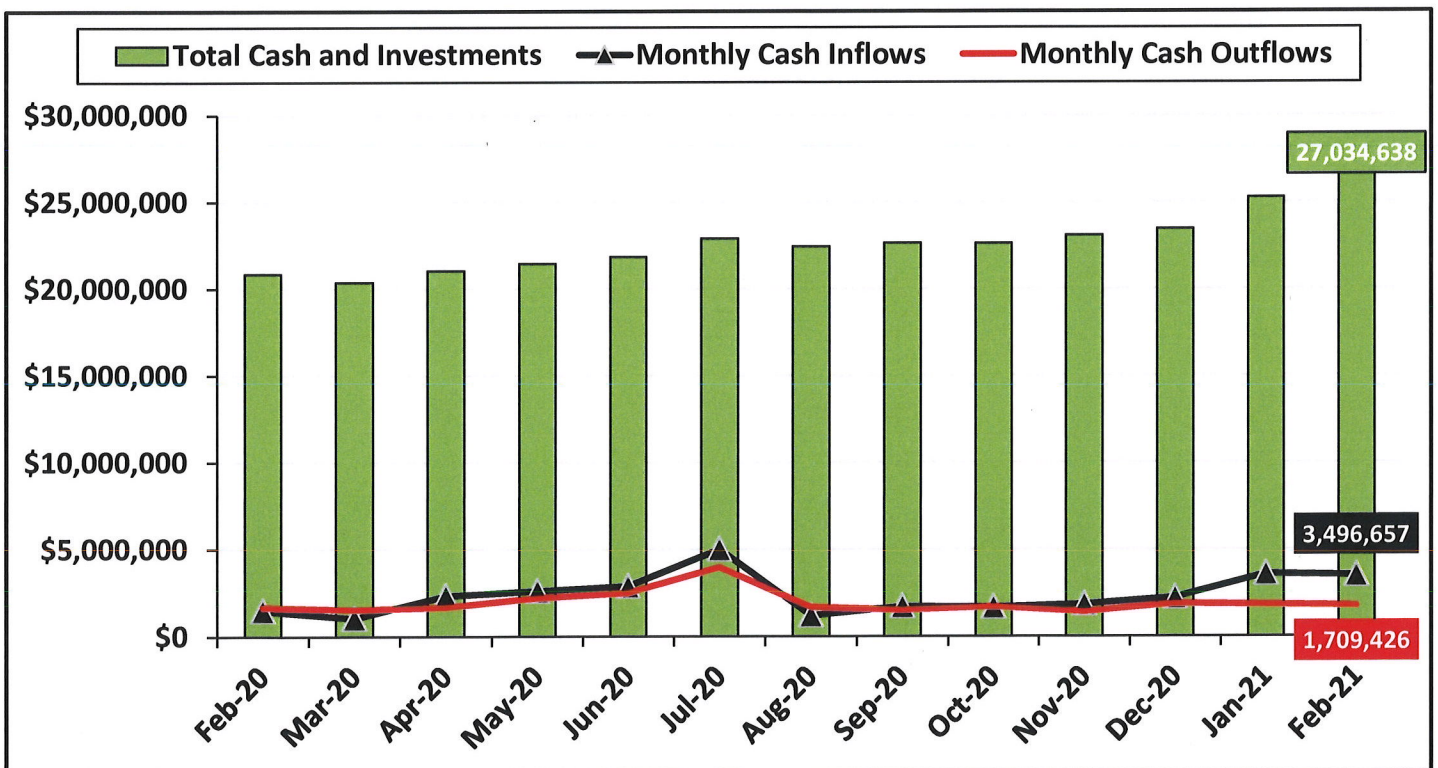
*****A Glance at Unemployment in Duarte and the Region*****

	Unemployment Rate (in %)*				
	Jan-20	May-20	Oct-20	Nov-20	Dec-20
Irwindale	6.7	28.5	17.0	15.4	15.4
Duarte	5.4	24.3	14.1	12.7	12.7
Baldwin Park	4.7	22.2	12.9	11.3	11.3
Azusa	4.4	18.6	11.2	10.3	10.4
Glendora	4.0	17.5	9.5	8.4	8.7
Monrovia	3.8	17.8	10.0	8.9	8.5
Arcadia	3.4	17.4	8.8	7.5	7.2
Los Angeles County	4.5	20.8	11.8	10.9	11.0

* "Unemployment Rate" is number of unemployed persons as a percentage of the civilian labor force.

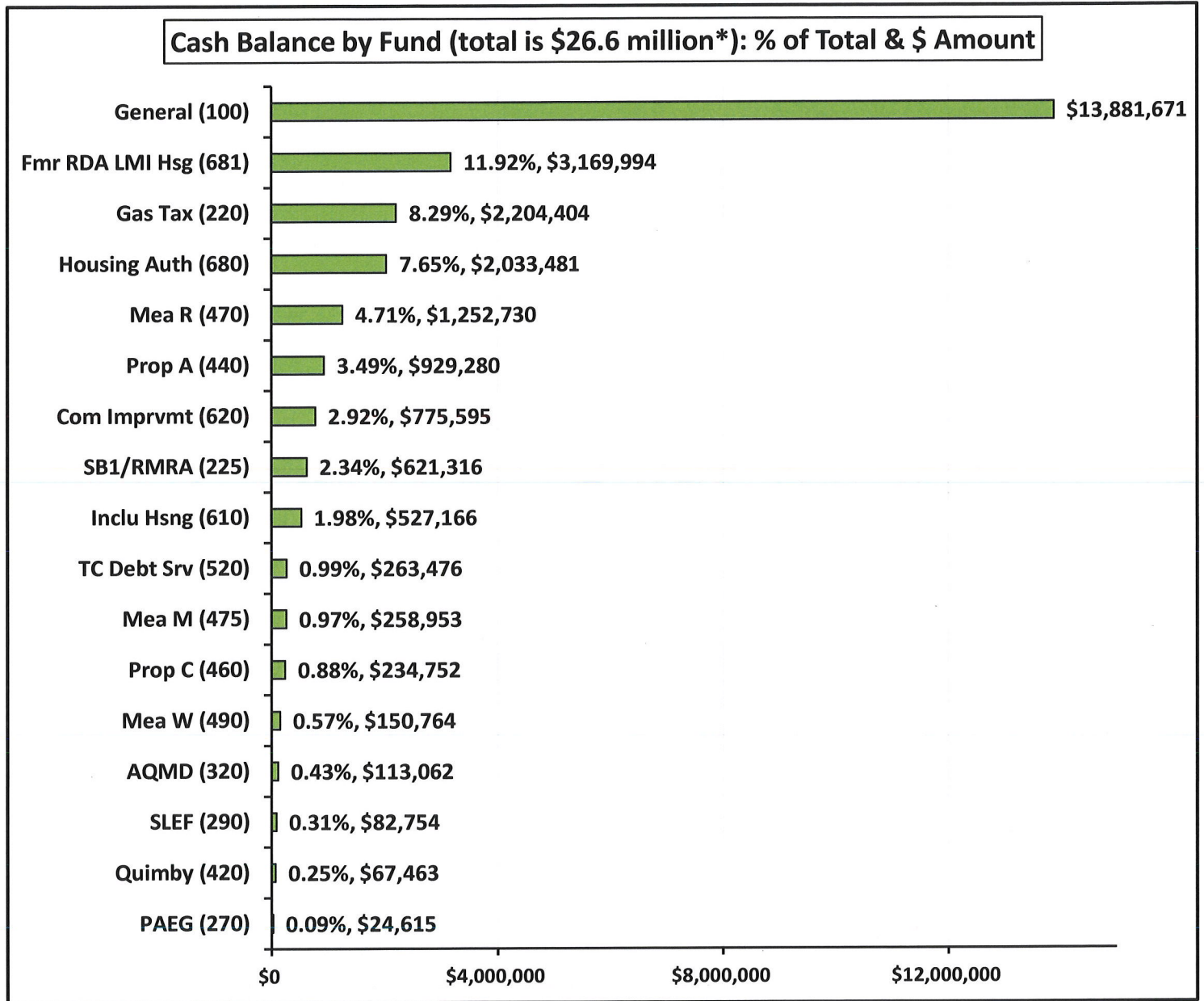
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended February 28, 2021

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (02/01/2021)	\$9,827,780	\$15,419,627	\$25,247,407
Cash Inflows			
Receipts	\$3,496,657	\$0	\$3,496,657
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$3,496,657	\$0	\$3,496,657
Cash Outflows			
Disbursements	\$1,709,426	\$0	\$1,709,426
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,709,426	\$0	\$1,709,426
Net Activity	\$1,787,231	\$0	\$1,787,231
Ending Balance (02/28/2021)	\$11,615,011	\$15,419,627	\$27,034,638



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

CITY OF DUARTE
Treasury Report - Cash Balance by Fund
Month Ended February 28, 2021

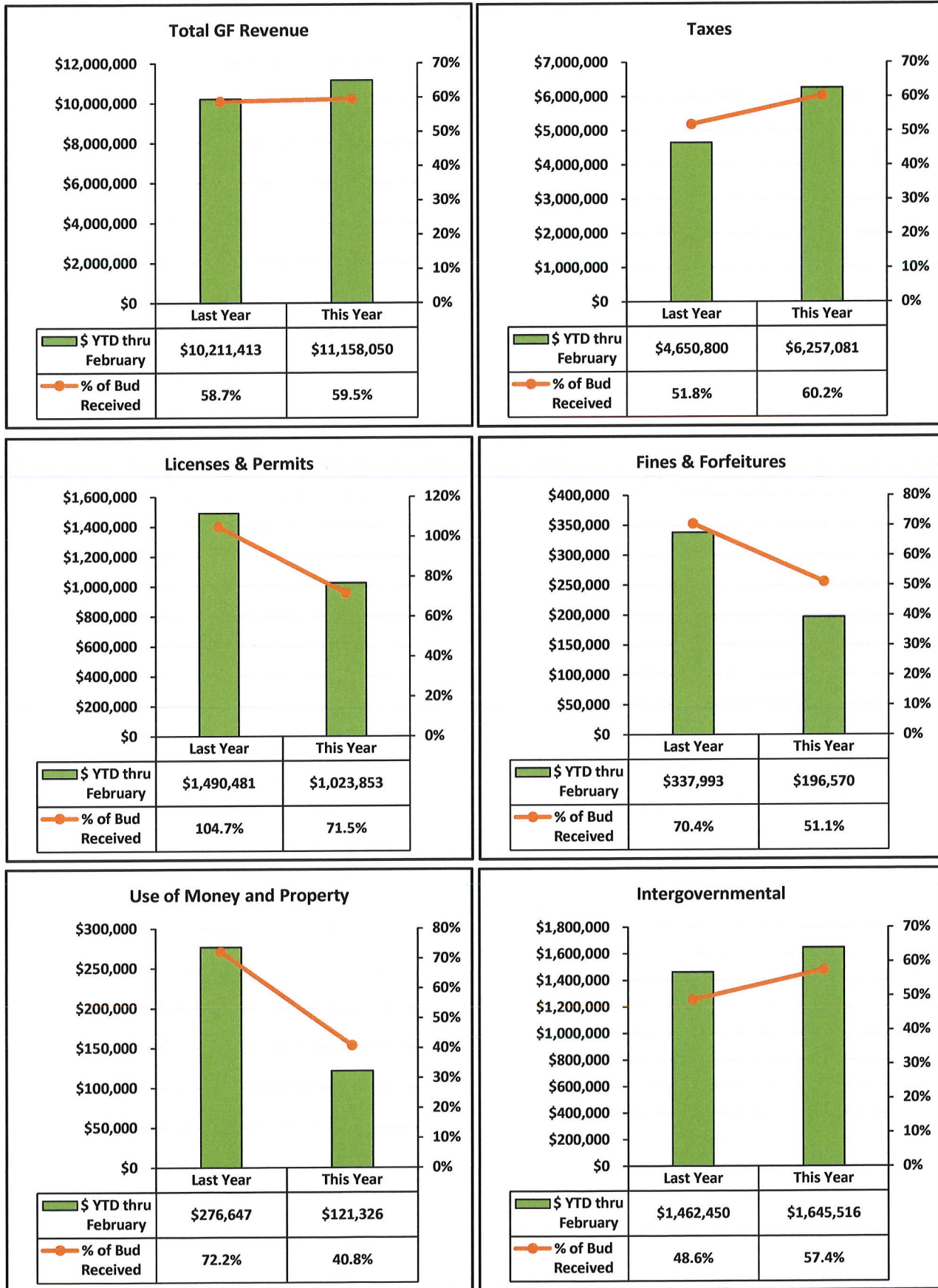


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger does not equal precisely to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as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

**Funds with zero or negative cash balances are not shown above.

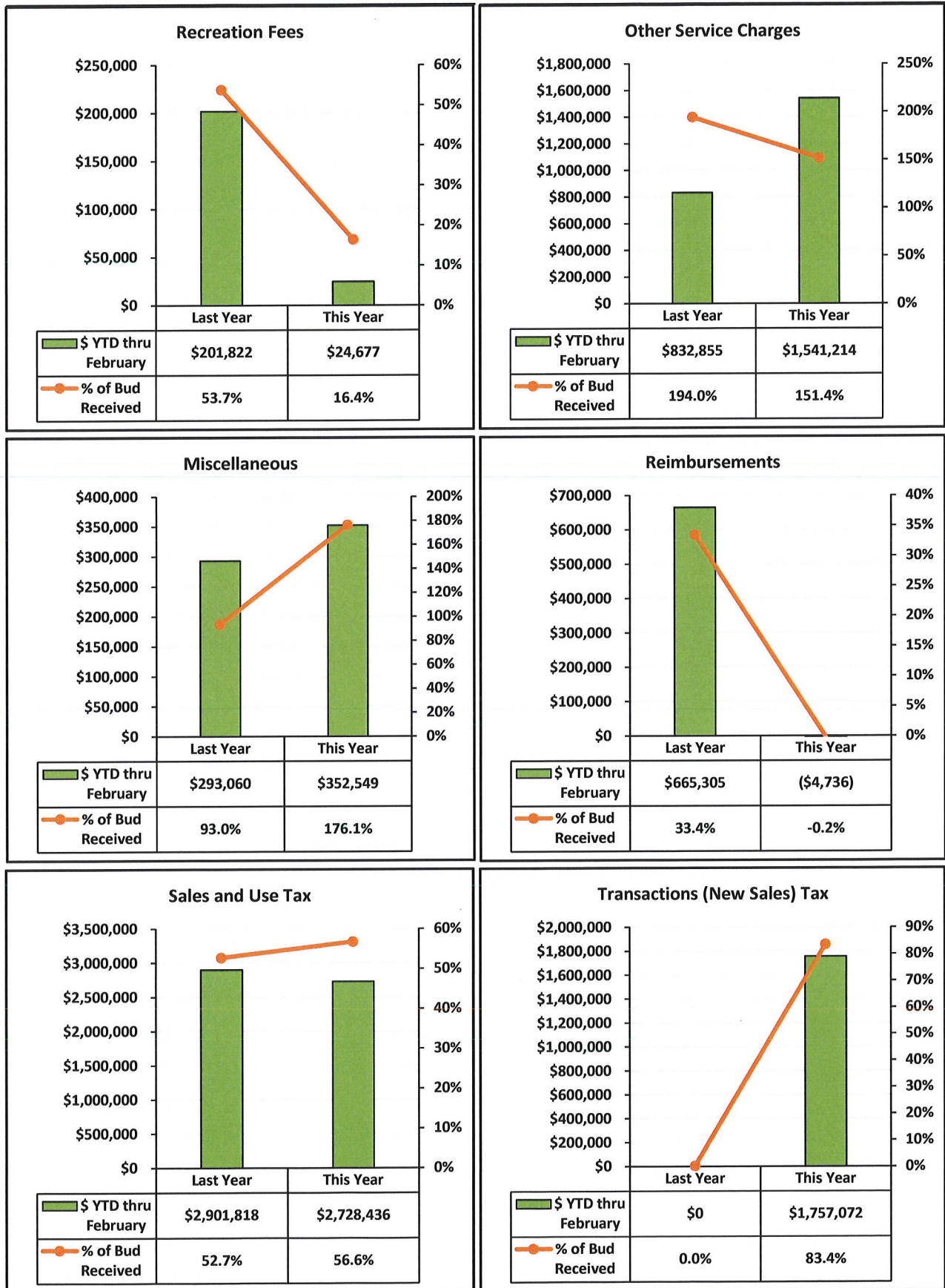
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2020-21 Year-to-Date Through February versus Prior Year



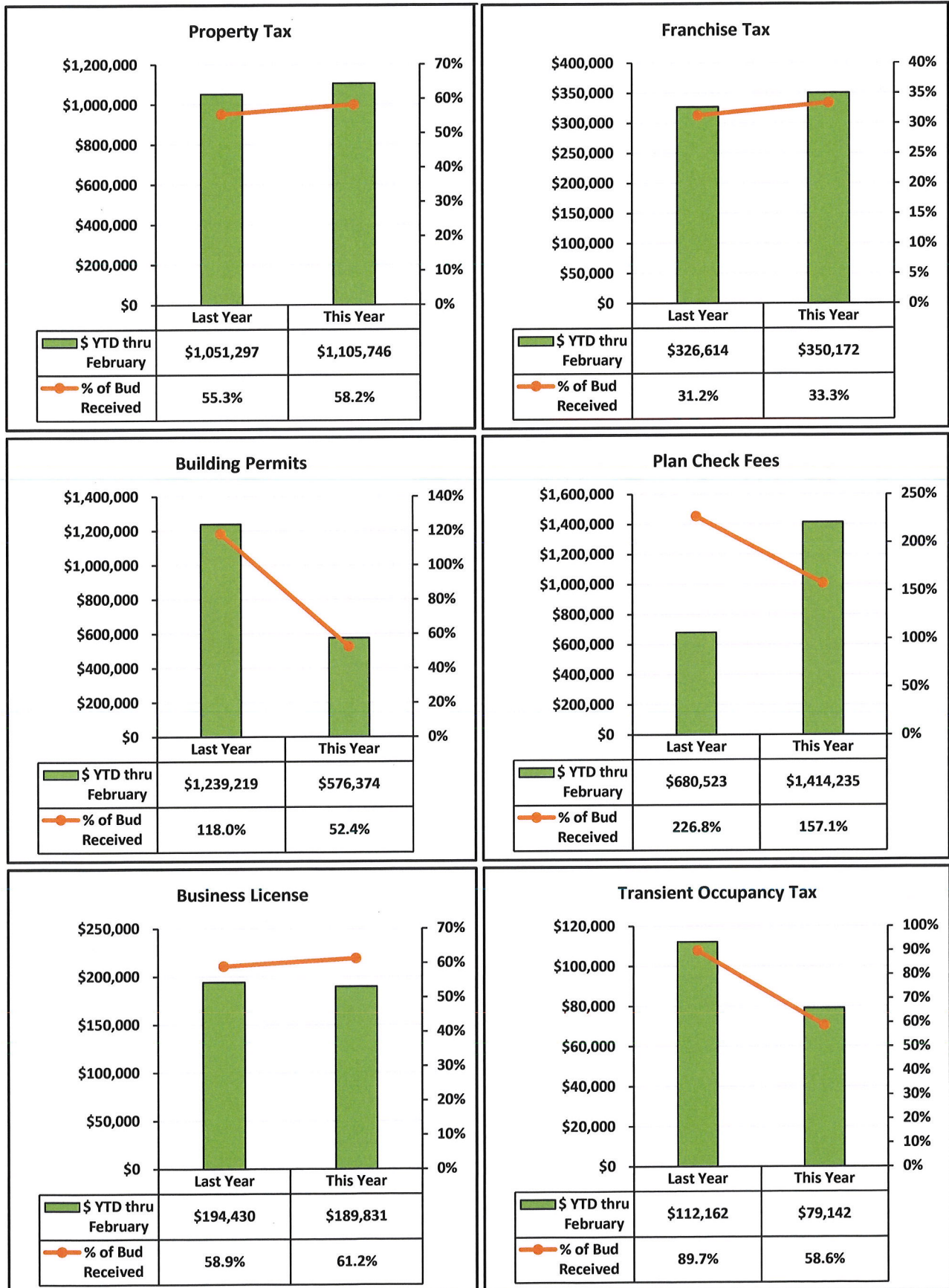
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2020-21 Year-to-Date Through February versus Prior Year



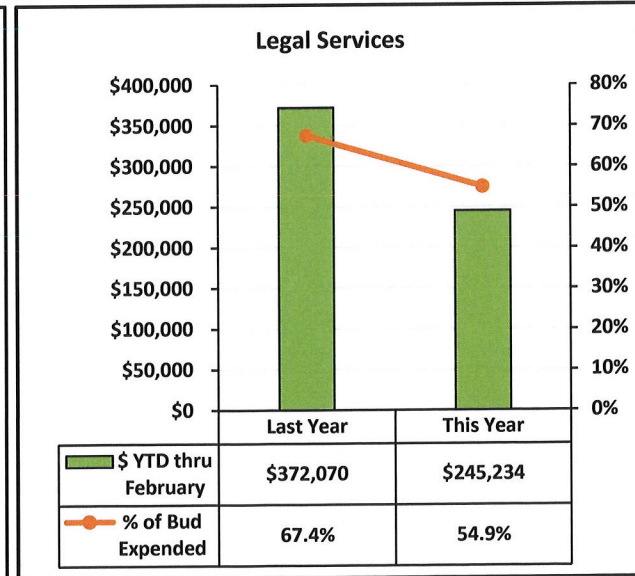
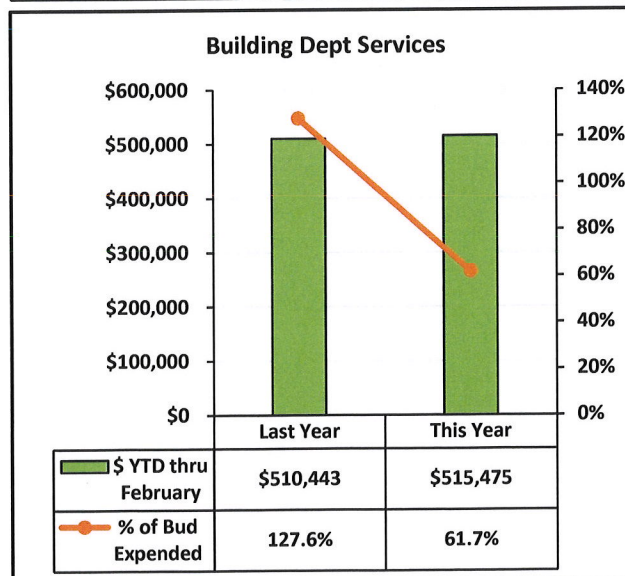
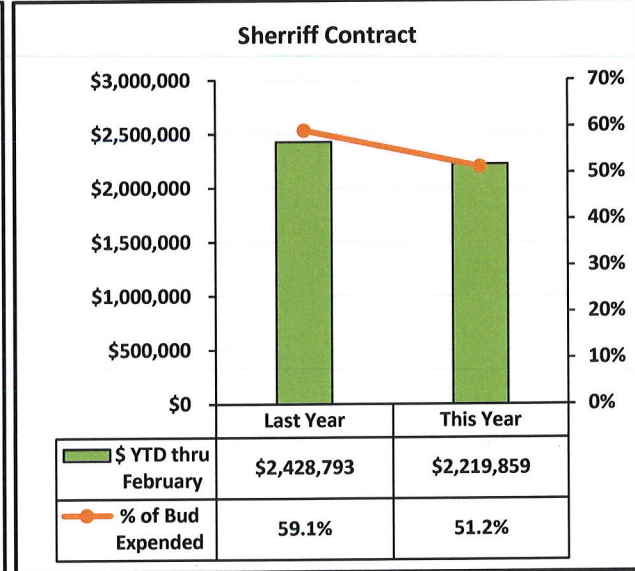
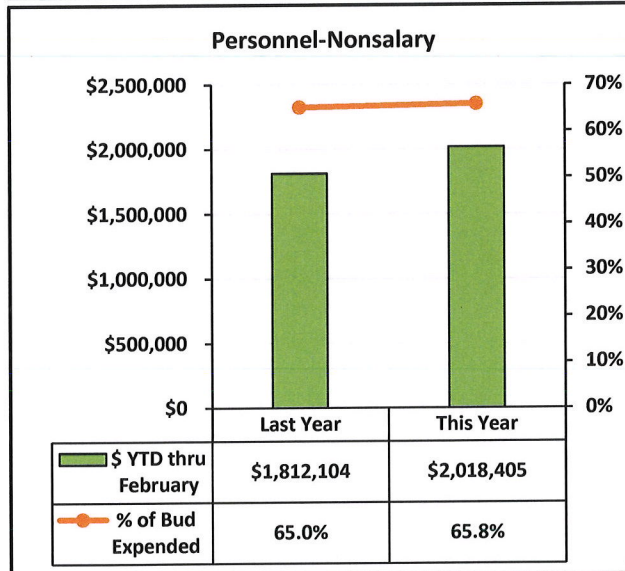
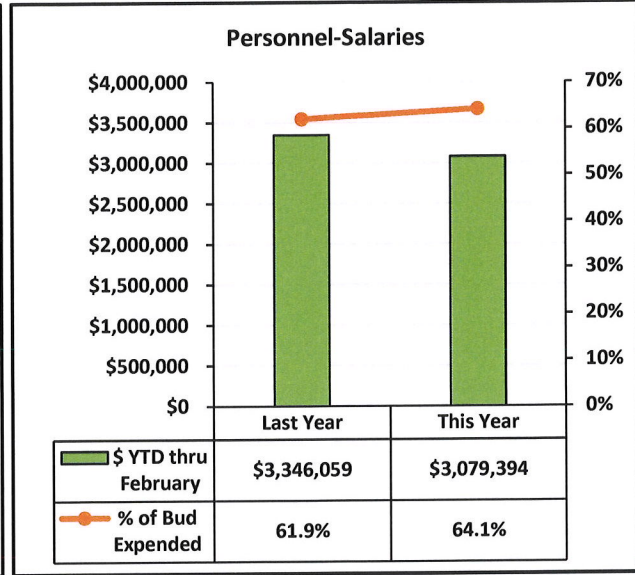
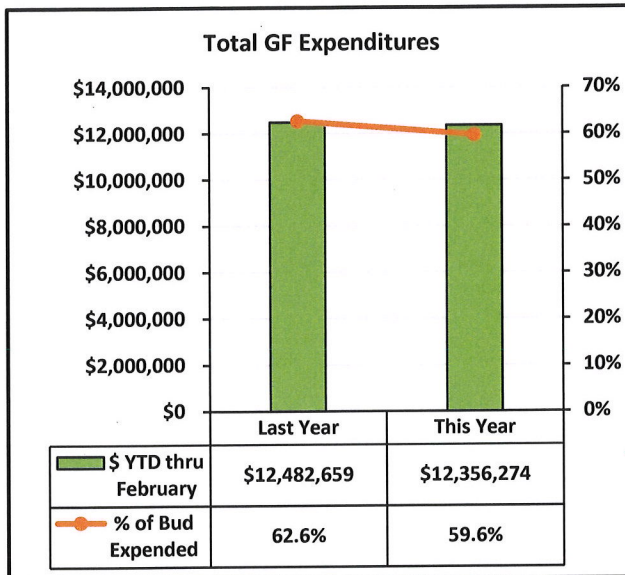
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2020-21 Year-to-Date Through February versus Prior Year



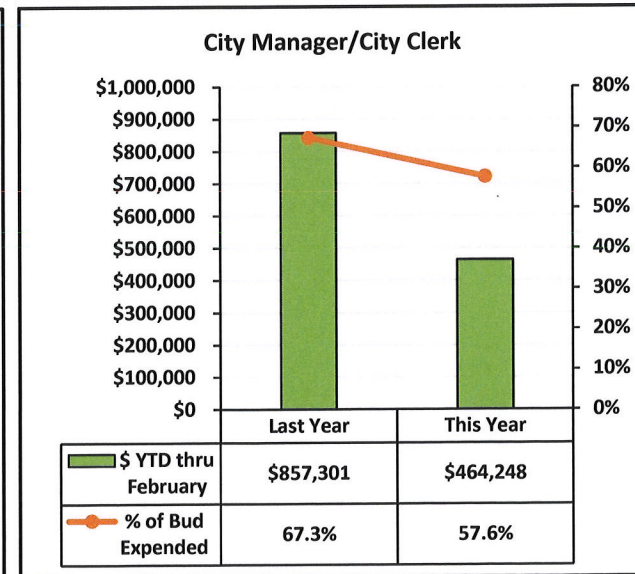
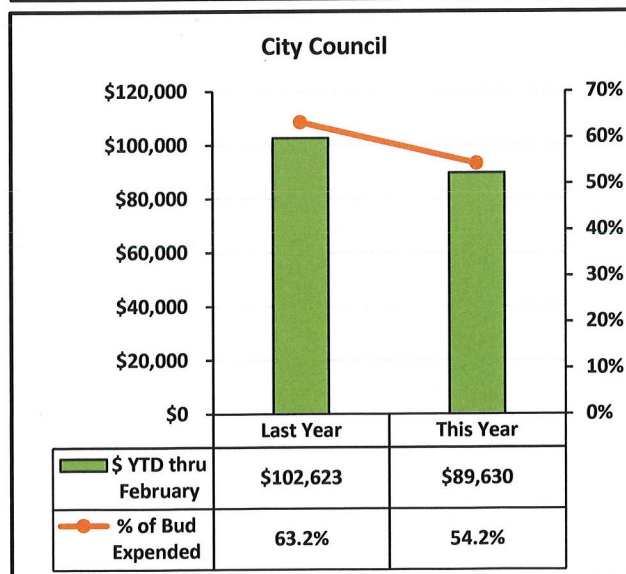
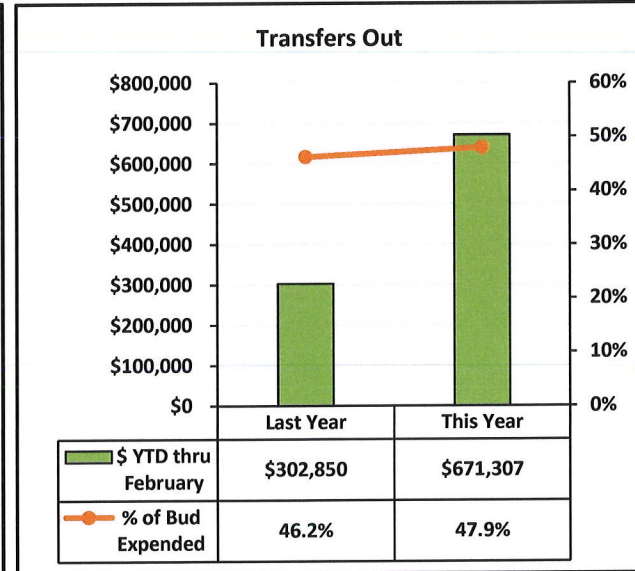
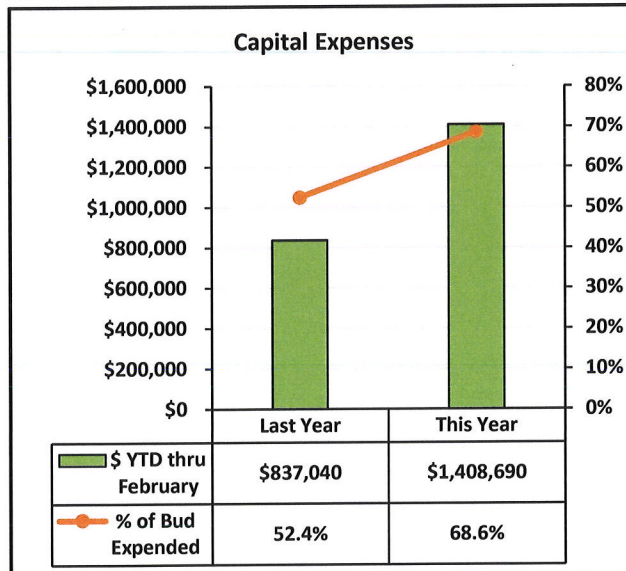
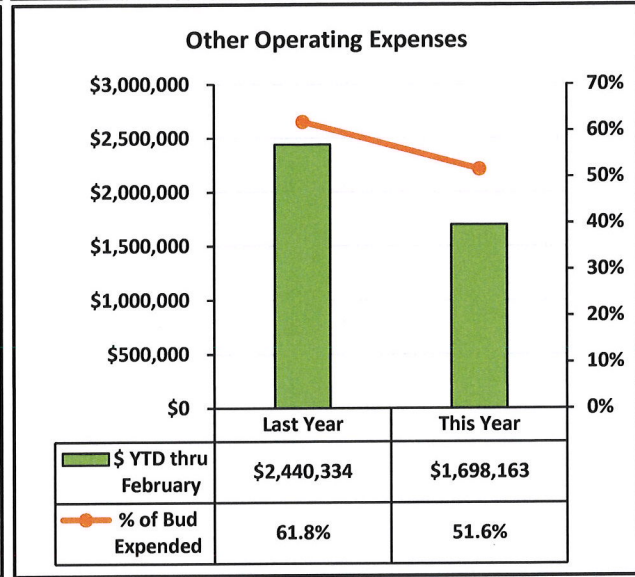
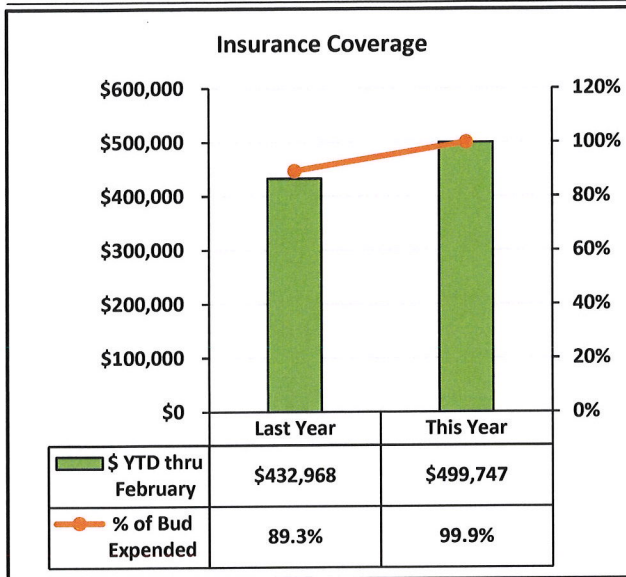
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through February versus Prior Year



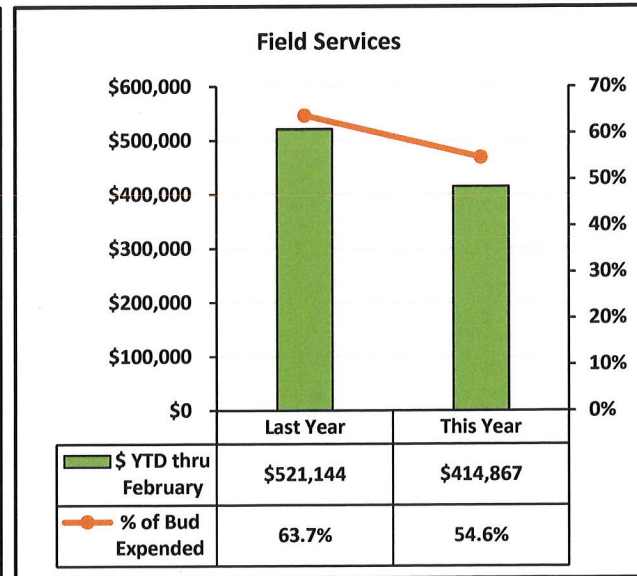
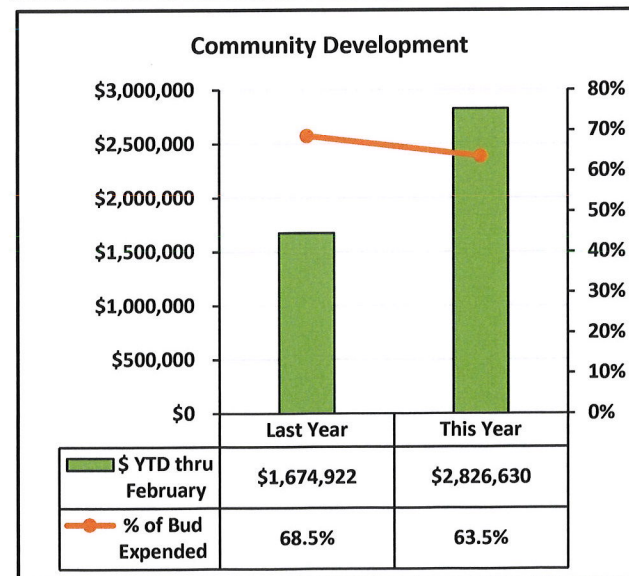
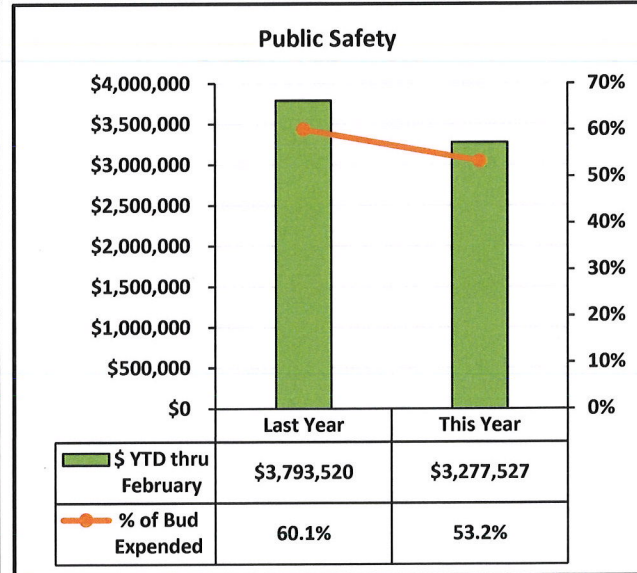
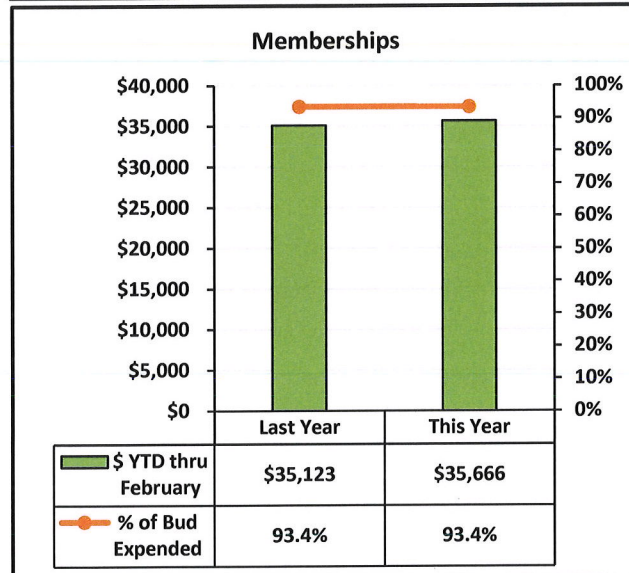
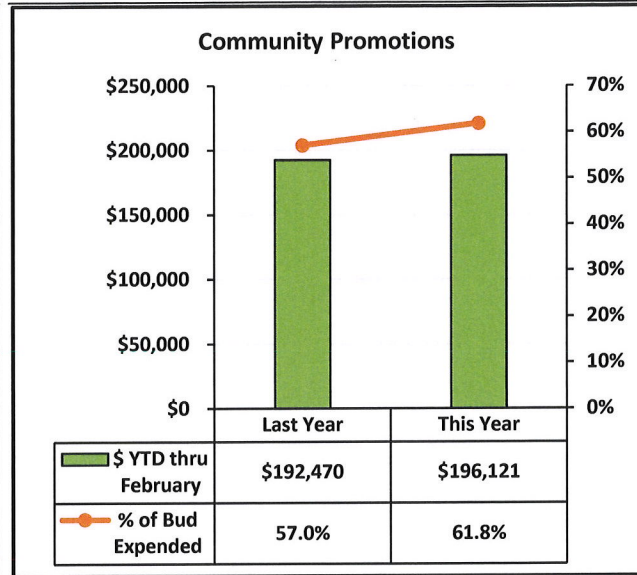
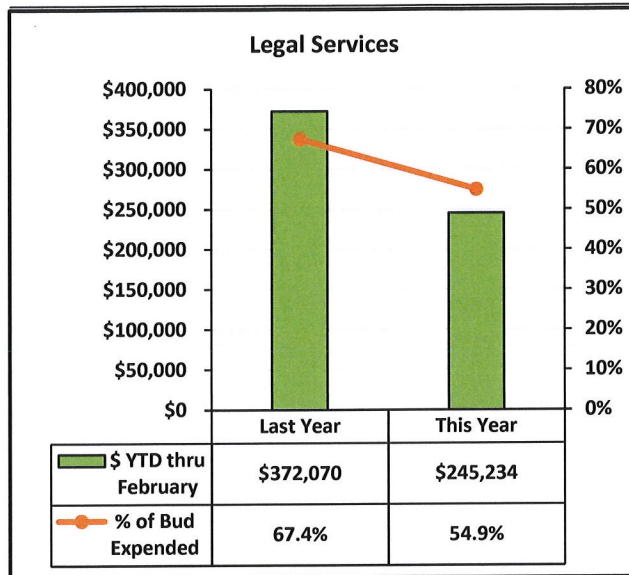
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through February versus Prior Year



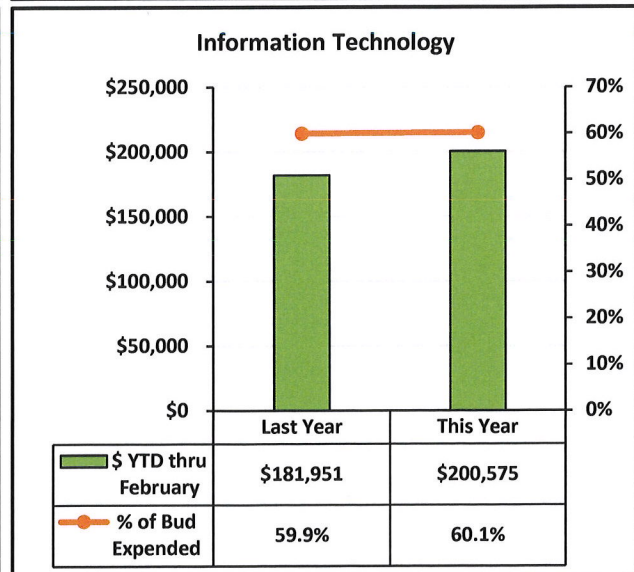
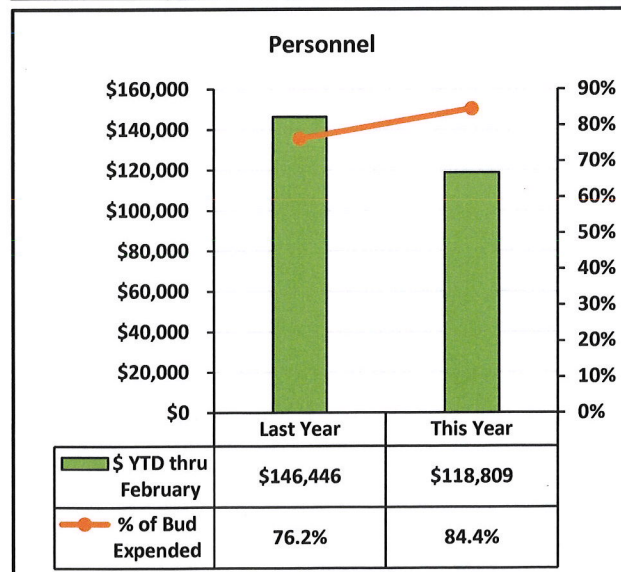
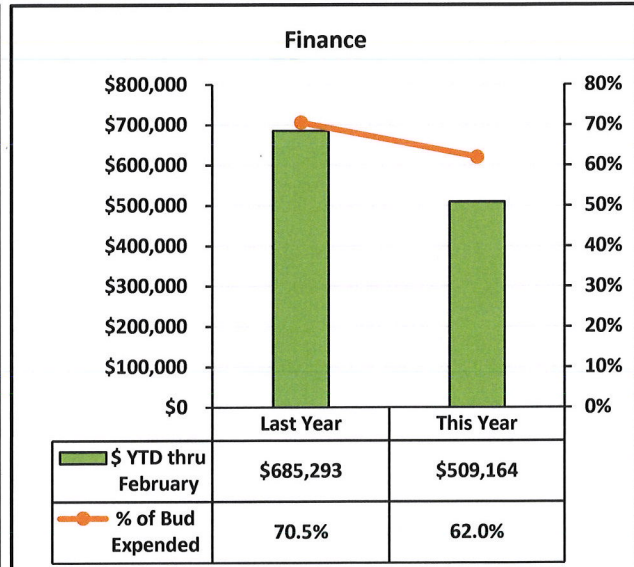
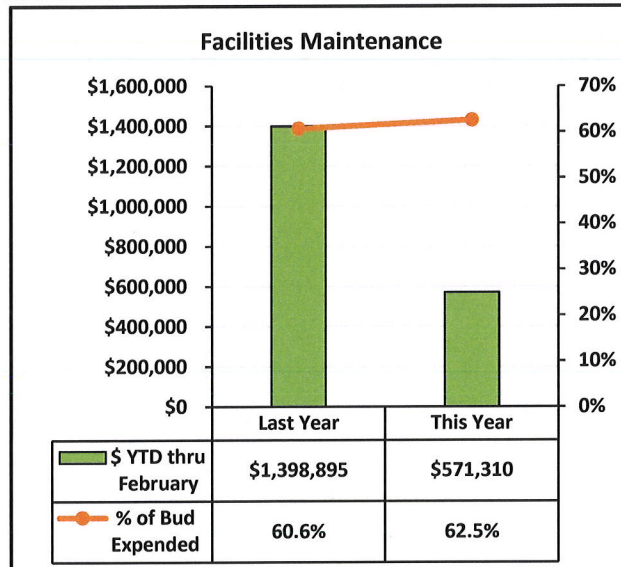
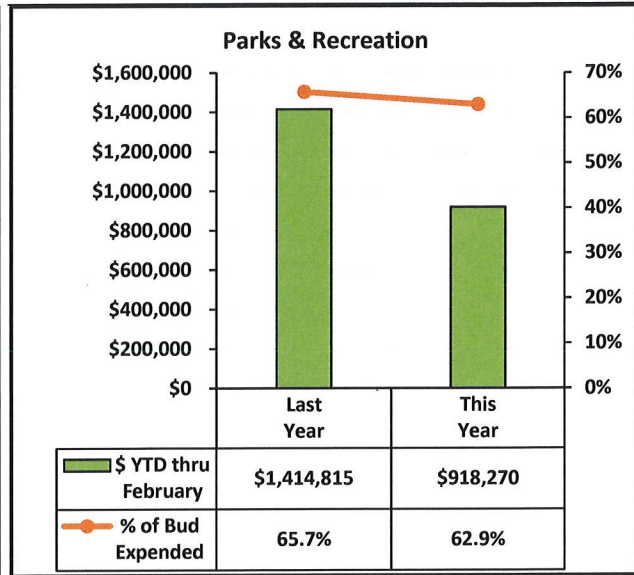
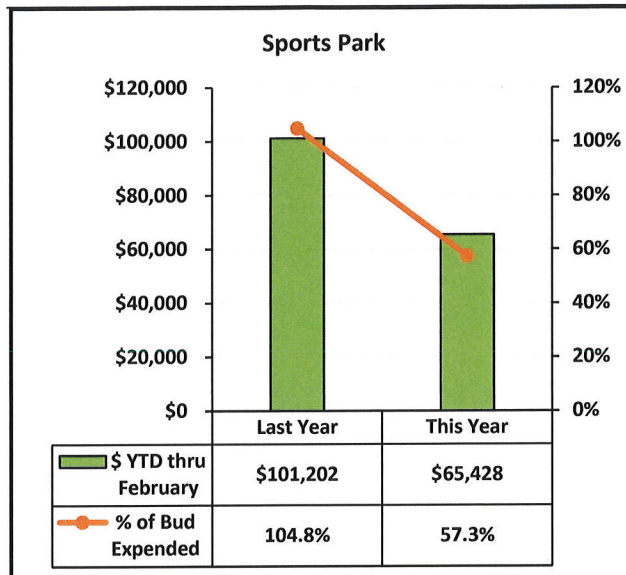
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through February versus Prior Year



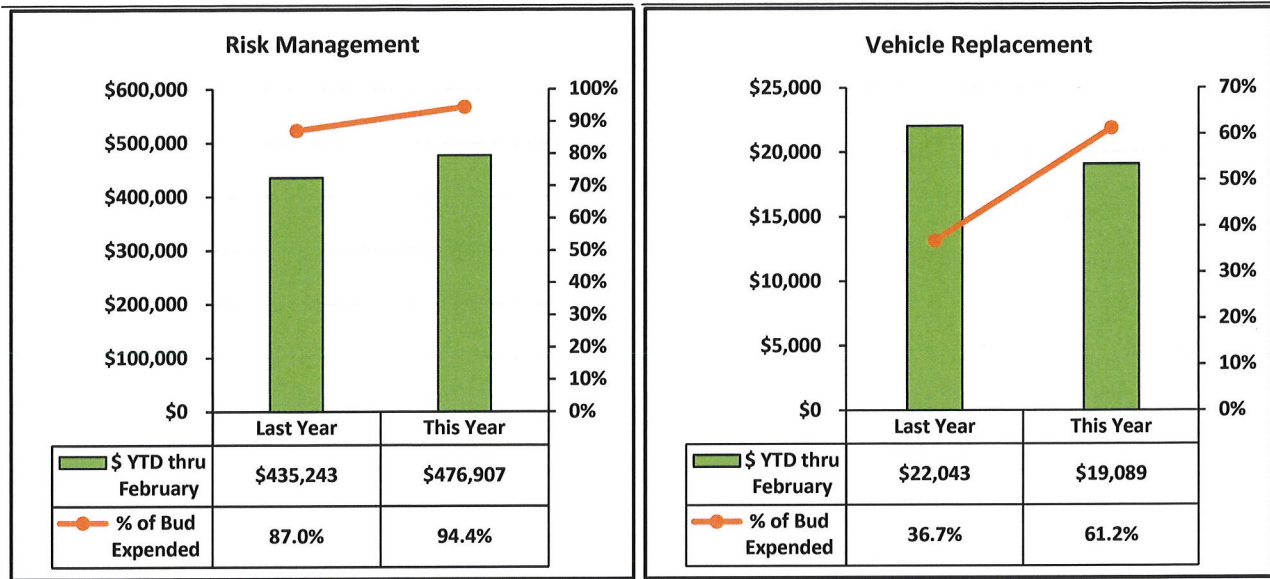
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through February versus Prior Year



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through February versus Prior Year



CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2020-21 Year-to-Date Through February

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	17,271,064	11,162,785	(4,736)	11,684,967	671,307	(1,198,224)	16,072,840
220	Gas Tax	1,992,923	304,048	0	112,688	0	191,359	2,184,282
225	SB1/RMRA	418,697	202,619	0	0	0	202,619	621,316
240	Lghtng & Lndscpng	53,159	569,312	0	757,290	0	(187,978)	(134,819)
260	CDBG	0	3,240	0	4,700	0	(1,460)	(1,460)
270	PAEG	3,599	16,739	0	0	0	16,739	20,338
290	Supp Law Enfrcmnt	(101)	156,811	0	73,956	0	82,855	82,754
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	214,026	(102,218)	0	3,482	(4,736)	(100,964)	113,062
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,295	168	0	0	0	168	67,463
440	Prop A	732,149	473,687	0	281,921	0	191,765	923,914
460	Prop C	247,110	210,260	0	221,187	0	(10,926)	236,184
470	Mea R	1,198,340	160,584	0	106,194	0	54,389	1,252,729
475	Mea M	339,776	179,913	0	260,736	0	(80,822)	258,954
490	Mea W	0	249,799	0	97,561	0	152,238	152,238
520	Town Cntr Debt Serv	413,739	767	0	151,030	0	(150,263)	263,476
521	Infra Mod Debt Srv	1,133	47	0	220,837	0	(220,790)	(219,657)
610	Inclusionary Hsng	525,850	1,316	0	0	0	1,316	527,166
620	Community Impr	457,196	318,399	0	0	0	318,399	775,595
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,401,771	5,324	671,307	44,921	0	631,710	2,033,481
681	Fmr RDA L/M Hsg	4,043,834	7,913	0	0	0	7,913	4,051,747
Total - All Funds		29,381,560	13,921,513	666,571	14,021,470	666,571	(99,957)	29,281,603

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
DUARTE ESTABLISHING LIMITATIONS OF THIRD-PARTY
FOOD DELIVERY FEES

WHEREAS, international, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARS-CoV-2” and the disease it causes has been named “Coronavirus Disease 2019,” abbreviated COVID-19 (“COVID-19”); and

WHEREAS, on March 4, 2020, the Governor of the State of California declared a State of Emergency in response to COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency due to the continuing spread and the effects of COVID-19; and

WHEREAS, on March 17, 2020, the Director of Emergency Services for the City of Duarte proclaimed the existence of a local emergency due to the spread and potential further spread of COVID-19, which the City Council for the City of Duarte ratified at its regular meeting on March 24, 2020; and

WHEREAS, as of February 9, 2021, the Los Angeles County Department of Public Health reported 1,155,309 laboratory confirmed cases of COVID-19 in Los Angeles County, which included 2,172 laboratory confirmed cases in the City of Duarte; and

WHEREAS, various orders issued by the Governor of the State of California and the California Department of Public Health regarding COVID-19 and the COVID-19 pandemic prohibited retail food establishments throughout the County of Los Angeles, including within the City of Duarte, from providing indoor or on-site dining, which prohibitions led to a substantial increase in the use of third-party food delivery services, and reports of high delivery fees tending to have the effect of discouraging the use of said third-party delivery services; and

WHEREAS, many consumers and retail food establishments use third-party food delivery services, and due to the high fees imposed by third-party food delivery services (ranging from 12 to 30 percent), retail food establishments often increase food prices to stay in business, yet residents who rely on food delivery may not be able to absorb increased food prices; and

WHEREAS, some retail food establishments being charged high fees struggle to remain financially viable. Retail food establishments, particularly those that are small businesses with few locations, have limited bargaining power to negotiate lower fees with third-party food delivery services given the high market saturation of third-party food delivery services and the dire financial straits small business retail food establishments are facing in

the COVID-19 pandemic. If these retail food establishments close, their workers will lose employment, which affects their ability to provide for their families; and

WHEREAS, during this period when on-site or indoor dining is restricted, it is in the interest of protecting the public health and safety to limit third-party food delivery service fees, given the strains on retail food establishments and customers, as well as the likelihood that dining limitations are likely to extend beyond the time that many retail food establishments can remain in business; and

WHEREAS, restricting retail food establishments to takeout and delivery offerings, with limited outdoor dining and decreased capacity, has placed a sudden and severe financial strain on many retail food establishments, particularly those that are small businesses operating on thin margins, adding to financial pressures in the industry that predate the COVID-19 pandemic; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, pursuant to the authority provided in Chapter 2.32.010 of the Duarte Municipal Code, the Director of Emergency Services recommends the City Council of the City of Duarte issue this ordinance related to the protection of life and property; and

WHEREAS, the City Council has carefully reviewed and considered all of the evidence, including the staff report and public comments presented; and

WHEREAS, the City Council finds that approval of this ordinance would accomplish the following:

1. Make the use of third-party delivery services more affordable, thereby enabling an increase in their use by consumers and reducing the potential for spread of the COVID-19 virus from both on-site dining and increased numbers of people traveling away from home to pick up food from retail food establishments.
2. Reduce the economic impacts to retail food establishments and food consumers.

WHEREAS, this ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines, as it is not a "project" and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment because it is merely the formation of an organization. (14 Cal. Code Regs. § 15378(a).) Further, this ordinance is exempt from CEQA because there is no possibility that this ordinance or its implementation would have a significant negative effect on the environment. (14 Cal. Code Regs. § 15061(b)(3).) The City Clerk shall cause a Notice of Exemption to be filed as authorized by CEQA and the State CEQA Guidelines.

NOW THEREFORE, IN LIGHT OF ALL OF THE FOREGOING, THE CITY COUNCIL OF THE CITY OF DUARTE DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. FINDINGS. That the findings and determinations reflected in the Recitals above are true and correct, and are incorporated herein by this reference.

SECTION 2. ADOPTION OF LIMITS ON THIRD-PARTY DELIVERY SERVICES.

A. DEFINITIONS.

For purposes of this Ordinance, the following definitions apply.

1. "City" means the City of Duarte.
2. "Delivery Fee" means a fee charged by a Third-Party Food Delivery Service for providing a Retail Food Establishment with a service that delivers food and beverages from such establishment to customers. The term does not include any other fee or cost that may be charged by a Third-Party Food Delivery Service to a Retail Food Establishment, such as fees for listing or advertising the Retail Food Establishment on the Third-Party Food Delivery Service platform or fees related to processing the online order, including, but not limited to, service fees, fees for facilitating Online Orders for pick-up, and credit card processing fees.
3. "Online Order" means an order placed by a customer through or with the assistance of a platform provided by a Third-Party Food Delivery Service, including a telephone order, for delivery or pick-up within the City.
4. "Purchase Price" means the price, as listed on the menu of the by the Retail Food Establishment on the Third-Party Food Delivery Service's website or mobile application or, if no price is set by the Retail Food Establishment on the Third-Party Food Delivery Service's website or mobile application, the price listed on the Retail Food Establishment's own menu, for the items contained in an Online Order, minus any applicable coupon or promotional discount provided to the customer by the Retail Food Establishment through the Third-Party Food Delivery Service. This definition does not include taxes, gratuities, and any other fees or costs that may make up the total amount charged to the customer of an Online Order.
5. "Retail Food Establishment" means a restaurant, delicatessen, bakery, coffee shop, or other eat-in or carry-out service of processed or prepared raw or ready-to-eat food or beverages.
6. "Third-Party Food Delivery Service" means any website, mobile application, or other internet-based service that offers or arranges for the sale of food and beverages prepared by, and the delivery or pick-up of food and beverages from, no fewer than 20 Retail Food Establishments located in the City that are each owned and operated by different persons or entities.

B. PROHIBITIONS.

1. It shall be unlawful for a Third-Party Food Delivery Service to charge a Retail Food Establishment a Delivery Fee that totals more than fifteen (15) percent of the Purchase Price of each Online Order.
2. It shall be unlawful for a Third-Party Food Delivery Service to charge a Retail Food Establishment any amount designated as a Delivery Fee for an Online Order that does not involve the delivery of food or beverages.
3. It shall be unlawful for a Third-Party Food Delivery Service to charge a Retail Food Establishment any combination of fees, commissions, or costs, in addition to or part from the Delivery Fee, for the Retail Food Establishment's use of the Third-Party Food Delivery Service that is greater than five (5) percent of the Purchase Price of each Online Order.
4. It shall be unlawful for a Third-Party Food Delivery Service to charge a Retail Food Establishment any fee, commission, or cost that is to be paid to the Third-Party Food Delivery Service, other than as permitted in Subsections 1 through 3, above.
5. It shall be unlawful for a Third-Party Food Delivery Service to charge a customer any Purchase Price for a food or beverage item that is higher than the price set by the Retail Food Establishment on the Third-Party Food Delivery Service's website or mobile application or, if no price is set by the Retail Food Establishment on the Third-Party Food Delivery Service's website or mobile application, the price listed on the Retail Food Establishment's own menu.
6. It shall be unlawful for a Third-Party Food Delivery service to retain any portion of amounts designated as a tip or gratuity to the delivery person who performs the delivery. Any tip or gratuity amount, in its entirety, shall be paid by the Third-Party Delivery Service to the person delivering the food or beverages.

C. DISCLOSURES.

The Third-Party Food Delivery Service shall disclose to the customer an accurate, clearly identified, and itemized cost breakdown of each transaction, including, but not limited to the following:

1. The Purchase Price of the food and beverages at the cost listed on the Retail Food Establishment's menu;
2. The Delivery Fee charged to the Retail Food Establishment;
3. Each fee, commission, or cost, other than the Delivery Fee, charged to the Retail Food Establishment;

4. Each fee, commission, or cost, other than the Delivery Fee or the Purchase Price of the food, charged to the customer by the Third-Party Food Delivery Service; and

5. Any required or automatic tip or gratuity that will be paid to the person delivering the food or beverages.

D. ENFORCEMENT.

A violation of this Ordinance shall subject the violator to the following:

1. A civil action in the Superior Court of the State of California to recover all actual damages resulting from a violation of this Ordinance;

2. Reasonable attorneys' fees and costs awarded by a court to a plaintiff that prevails in an action against a Third-Party Food Delivery Service. If a plaintiff fails to prevail against a Third-Party Food Delivery Service, a court may award reasonable attorneys' fees and costs to the Third-Party Food Delivery Service upon a determination by the court that the plaintiff's action was frivolous.

3. A civil action in the Superior Court of the State of California alleging a violation of any provision of this Ordinance shall commence only after the following requirements have been met:

a. Written notice is provided to the Third-Party Food Delivery Service of the provisions of this Ordinance alleged to have been violated and the facts to support the alleged violation; and

b. The Third-Party Food Delivery Service is provided fifteen (15) days from the date of the written notice to cure any alleged violation.

c. Notwithstanding any provision of this Ordinance, or any other ordinance or provision of the Duarte Municipal Code to the contrary, no criminal penalties shall attach for a violation of this Ordinance.

E. SUNSET.

This Ordinance shall automatically sunset at the expiration/termination of the March 17, 2020, proclamation of local emergency for the COVID-19 pandemic, unless extended by the City Council or the Emergency Services Director.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, clause, phrase or portion

thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

SECTION 4. CERTIFICATION AND PUBLICATION. The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days following its second reading.

PASSED, APPROVED, AND ADOPTED after second reading on this _____ day of _____, 2021.

Mayor Bryan Urias

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. _____ was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____, 2021, by the following Roll Call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



Agenda Item:	_____
CM Review:	
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: March 23, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Amanda Hamilton, Public Works Manger

SUBJECT: Award of Contract for the Fiscal Year 2020-21 Street Rehabilitation Project; Project No. 21-1

RECOMMENDATION: Award the Fiscal Year 2020-21 Street Rehabilitation Project to Gentry Brothers Inc.; Project No. 21-1

FISCAL IMPACT: The Fiscal Year 2020-21 Street Rehabilitation Project Cost is \$343,393.44. The majority of the project will be funded through SB1 in the amount of \$300,000. The remaining balance of \$43,393.44 will be funded through Measure R.

BACKGROUND

In January 2018, the pavement management study was completed for the City of Duarte. The pavement management study reviewed each street in the City and provided a pavement condition index (PCI) for each stretch of roadway. When compiling a list for the Fiscal Year 2020-21 Street Rehabilitation Project, staff focused on streets that had a PCI of streets within the range of 41-59 (Poor Condition).

On April 14, 2020, the Duarte City Council approved the Fiscal Year 2020-21 SB 1 Project List. This project is imperative to the overall pavement condition of our streets due to its failing condition. Staff recently worked with Cal American Water for the installation of a new water main line in this area. The mainline replacement project started at the end of 2020 and will be completed in March of 2021. Staff has coordinated with residents on the waterline construction schedule and the City’s future paving plans. The Fiscal Year 2020-21 Street Rehabilitation Project will consist of sections of roadways to be resurfaced with an estimated useful life of 20-25 years.

The Fiscal Year 2020-21 Street Rehabilitation Project consist of the following street segments:

- 1. Miltonwood Ave. from Royal Oaks Dr. to Chesson St.
- 2. 2nd St. from Highland Ave. to Miltonwood Ave.
- 3. Chesson St. from Miltonwood Ave. to Bradbourne Ave.

4. Dresden Ave. from Chesson St. to end of street
5. Chimes Ave. from Royal Oaks Dr. to Chesson St.
6. Atlin St. from Chimes Ave. to Bradbourne Ave.
7. Baylor St. from Chimes Ave. to Bradbourne Ave.

DISCUSSION/ANALYSIS

On February 5, 2021, staff initiated the Notice of Inviting Bids for the street improvement project. Staff advertised the project on the Planet Bids System, the Duartean, and various bid advertising platforms. The plans and specifications for the Project were made available and the Project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060. On February 26, 2021, the bids were submitted electronically. Seven bids were submitted that ranged from \$343,393.44 to \$536,969.42.

The results are as follow:

1. Gentry Brothers Inc.....	\$343,393.44
2. All American Asphalt.....	\$347,347.00
3. Palp dba Excel Paving.....	\$365,743.76
4. ONYX Paving Co.....	\$366,000.00
5. Hardy & Harper, Inc.....	\$384,000.00
6. Copp Contracting Inc.....	\$390,920.68
7. EC Construction.....	\$536,969.42

The lowest responsible and responsive bidder, Gentry Brothers, Inc. has successfully completed work in the past for the City of Duarte and their federal and state license status has been verified by staff.

RECOMMENDATION

That City Council award the Fiscal Year 2020-21 Street Rehabilitation Project contract to Gentry Brothers, Inc in the total amount of \$343,393.44.

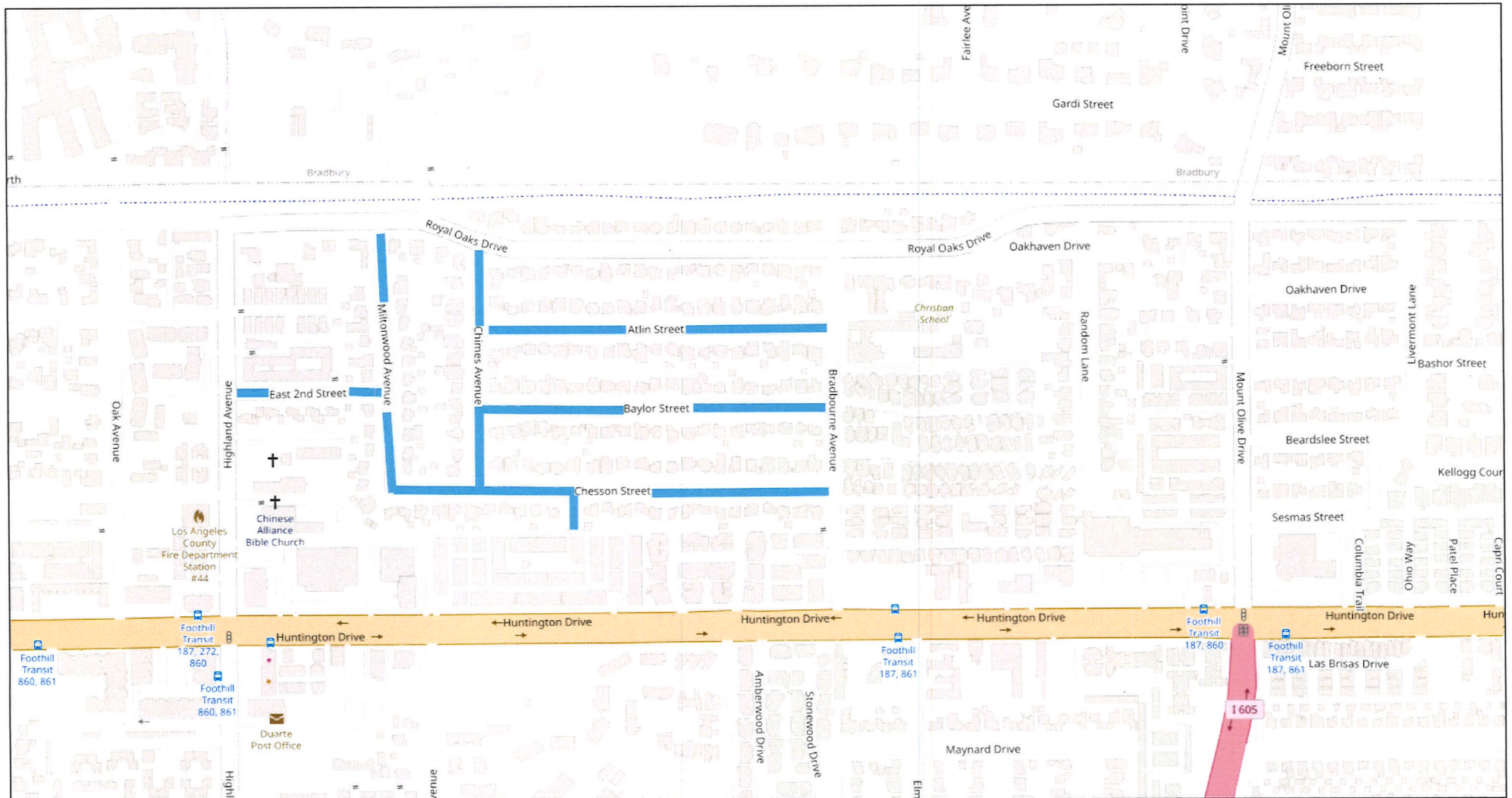
FISCAL IMPACT

The Fiscal Year 2020-21 Street Rehabilitation Project Cost is \$343,393.44. The majority of the project will be funded through SB1 in the amount of \$300,000. The remaining balance of \$43,393.44 will be funded through Measure R.

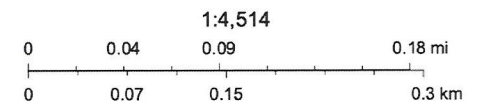
ATTACHMENTS

Attachment A: Project Location Map

City of Duarte Fiscal Year 2020-21 Street Rehabilitation Project

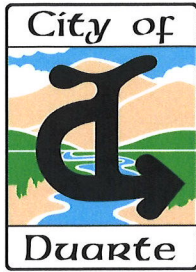


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Amanda Hamilton, Public Works
2021



Agenda Item:	_____
CM Review:	
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: March 23, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Amanda Hamilton, Public Works Manager

SUBJECT: Resolution to approve Fiscal Year 2021-22 SB1 Funding: The Road Repair and Accountability Act of 2017 Project List.

RECOMMENDATION: Adopt Resolution 21-R-04, list of projects for Fiscal Year 2021-22 funded by SB1: The Road Repair and Accountability Act of 2017.

FISCAL IMPACT: The Fiscal Year 2021-22 Street Rehabilitation Project's estimated cost is \$600,000. Funding will be evenly split between SB1 and Measure R.

BACKGROUND

Senate Bill 1 (SB 1) was signed on April 28, 2017 by the Governor of California for the Road Repair and Accountability Act of 2017. This bill was passed to ensure that basic road maintenance, rehabilitation, and critical safety needs are met on both the local and state highway systems. The passage of SB 1 created a new permanent funding source for road maintenance and rehabilitation projects for cities and counties. Each year, cities and counties must adopt via resolution, a project list comprised of proposed SB 1 funded projects. For the upcoming fiscal year, the project list must be submitted to the California Transportation Commission (CTC) to be eligible for SB 1 funding.

In January 2018, the pavement management study was completed for the City of Duarte. The pavement management study reviewed each street in the City and provided a pavement condition index (PCI) for each stretch of roadway. When compiling a list for the Fiscal Year 2021-22 Street Rehabilitation Project, staff focused on streets that had a PCI within the range of 41-59 (Poor Condition).

In accordance with the Pavement Management Plan, staff is proposing streets impacted by the 2016 and 2017 mudslide events in the Melcanyon area. In 2019, staff contracted with an engineering company to complete a risk assessment of the Melcanyon burn area. The risk assessment concluded that there was significant vegetative growth on the hillsides and canyon to remove the k-rails installed as part of a mudflow mitigation effort. When the k-rails were removed, staff became aware of additional damage to the roadways where the k-rails were installed. Melcanyon Rd. along with Brookridge Rd., Opal Canyon Rd., Deerlane Dr., and Bettyhill Ave. experienced extreme deterioration due to the mudslides and k-rail installation. Staff has received several calls for service for these streets and in accordance with the Pavement Management Plan,

has concluded to incorporate the streets into the Fiscal Year 2021-22 Street Rehabilitation Project.

DISCUSSION/ANALYSIS

The Fiscal Year 2021-22 Street Rehabilitation Project will consist of sections of roadways to be resurfaced with an estimated useful life of 20-25 years. The preliminary Engineer's estimate for this work is \$600,000. SB 1 funds will cover half of the project cost, while the remaining amount will be covered under Measure R. The City of Duarte will receive an estimated \$429,045 in SB 1 funding during Fiscal Year 2021-22 but will only allocate \$300,000 to this project. Construction is estimated to begin in January 2022 and be completed in May of 2022.

The fiscal year 2021-22 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

Street Overlay – Estimated useful Life 20-25 years

1. Melcanyon Rd. from Royal Oaks Dr. to Brookridge Rd.
2. Opal Canyon Rd. from Melcanyon Rd. to Brookridge Rd.
3. Brookridge Rd. from Melcanyon Rd. to Tannen Crest Rd.
4. Bettyhill Ave. from Deerlane Dr. to End of Street
5. Deerlane Dr. from Greenbank Ave. to Melcanyon Rd.

RECOMMENDATION

Adopt Resolution 21-R-04, list of projects for Fiscal Year 2021-22 funded by SB1: The Road Repair and Accountability Act of 2017.

FISCAL IMPACT

The Fiscal Year 2021-22 Street Rehabilitation Project's estimated cost is \$600,000. Funding will be evenly split between SB1 and Measure R.

ATTACHMENTS

"Attachment A" - Project Map

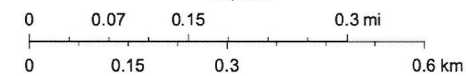
"Attachment B" – Resolution 21-R-04

City of Duarte FY 2021-22 SB1 Project List



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RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of Duarte are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Duarte must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Duarte, will receive and estimated \$429,045 in RMRA funding in Fiscal Year 2021-22 from SB 1; and

WHEREAS, this is the 5th year in which the City of Duarte is receiving SB 1 funding and will enable the City of Duarte to continue essential road maintenance and rehabilitation projects, traffic safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Duarte has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Duarte used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and concentrate on streets that are in poor to failed conditions; and

WHEREAS, the funding from SB 1 will help the City of Duarte maintain and rehabilitate poor to failed streets throughout the City of Duarte this year and similar projects into the future; and

WHEREAS, the 2016 California Statewide Local Streets and Roads Needs Assessment found that the City of Duarte's streets and roads are in fair condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a good condition; and maintain a weighted pavement condition of 80 or higher; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the Duarte City Council, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The fiscal year 2021-22 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

Fiscal Year 2021-22 Street Rehabilitation Project – The rehabilitation project is focused primarily on poor to failed sections of roadway. The project will consist of sections of roadways to be milled and resurfaced. This project is primarily funded with RMRA funds and supplemental funds using Measure R. Construction is estimated to begin in January 2022 and completed in May 2022.

Street Overlay – Estimated useful Life 20-25 years

1. Melcanyon Rd. from Royal Oaks Dr. to Brookridge Rd.
2. Opal Canyon Rd. from Melcanyon Rd. to Brookridge Rd.
3. Brookridge Rd. from Melcanyon Rd. to Tannen Crest Rd.
4. Bettyhill Ave. from Deerlane Dr. to End of Street
5. Deerlane Dr. from Greenbank Ave. to Melcanyon Rd.

PASSED, APPROVED, AND ADOPTED this 14th day of April, 2020.

Mayor Bryan Urias

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 21-04 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of March, 2021, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
CONDEMNING DISCRIMINATION, HATE, AND BIGOTRY IN ALL FORMS**

WHEREAS, the First Amendment to the Constitution established the United States as a country committed to the principles of tolerance and religious freedom, and the Fourteenth Amendment to the Constitution established equal protection of the laws as the heart of justice in the United States; and

WHEREAS, adherence to these principles is vital to the progress of the American people and the diverse communities of the United States; and

WHEREAS, discrimination, oppression, hate, bigotry, and racism threaten democracy, and have no place in our society, and persecution of any American is an assault on the rights and freedoms of all Americans; and

WHEREAS, a number of groups have been exploited and persecuted with verbal attacks, incitement, and violence, including African Americans, Latinos, Native Americans, Asian Americans, Pacific Islanders, and other people of color, as well as Jews, Muslims, Hindus, Sikhs, the LGBTQ community, immigrants, and others; and

WHEREAS, since the beginning of the coronavirus pandemic, Asian Americans have been forced to endure demeaning and disgusting acts of bigotry and hate, consisting of everything from verbal assaults to physical attacks, some even blaming Asian Americans for the spread of the coronavirus; and

WHEREAS, the increase in violence and hate crimes has resulted in a rise in fear and instability within communities throughout the United States, and when the unacceptable becomes the norm in our society, human rights for all are threatened; and

WHEREAS, there is an urgent need to ensure the safety and security of all persons, and the violation of an individual's civil rights based on his or her actual or perceived association in a particular group clearly violates the Constitution and laws of the United States; and

WHEREAS, all Americans have a stake in fighting every form of discrimination, hatred, and bigotry against people based on religion, race, place of birth, origin, or orientation; and

WHEREAS, the City of Duarte supports and seeks to protect all of its residents no matter their ethnicity, race, faith, sexual orientation, or gender; and

WHEREAS, hate will not be tolerated against any group in the City of Duarte, and we stand united and steadfast in our commitment to fight any form of discrimination, hate, or bigotry from whatever the source;

NOW, THEREFORE, BE IT RESOLVED that the Duarte City Council wholeheartedly rejects and condemns discrimination, hate, and bigotry in all forms against anyone because of their race, religion, nationality, political, or particular social group, as this is contrary to the values of the United States; and

BE IT FURTHER RESOLVED that the Duarte City Council is committed to protecting all of the City's residents and families no matter their ethnicity, race, faith, sexual orientation, or gender, and is committed to inclusion and advancing equity and justice for all people, as these

residents deserve to be treated fairly, with dignity, and to have their humanity, existence, and contributions valued; and

BE IT FURTHER RESOLVED that the Duarte City Council is proud to support all Duarteans, regardless of their ethnicity, race, religion, sexual orientation, or gender, and to stand against those who preach hate and incite violence, and encourages all persons to live up to the transcendent principles of tolerance, religious freedom, and equal protection as embodied in the First and Fourteenth Amendments to the Constitution.

PASSED, APPROVED, AND ADOPTED this 23rd day of March, 2021.

Mayor Bryan Urias

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

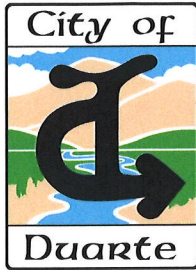
I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 21-05 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of March, 2021, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



Agenda Item: _____

CM Review: *AS*

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: March 23, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director
Amanda Hamilton, Public Works Manager

SUBJECT: Professional Public Works Inspection Staff Augmentation Agreement.

RECOMMENDATION: Authorize the City Manager to initiate a professional services agreement with Ardurra Group, Inc. for public works inspection of private development projects.

FISCAL IMPACT: Private development public works inspection fees will offset the costs of the contract services.

BACKGROUND

Duarte experienced a significant increase in private development projects in the past year and this is expected to continue, at least for the next several months. City inspectors have been assigned to a variety of projects from the City of Hope, the Esperanza at Duarte Station Apartments, commercial offices at 2137 Huntington Drive, and The Huntington mixed use project. In addition to private developments, staff inspectors also inspect private residential public works improvements, public utility improvement projects, and the City's Capital Improvement Projects. With the high-demand of public works inspection, additional inspectors are necessary to cover the demand of the private development projects and to maintain the excellent level of customer service that the City provides.

When a grading permit is issued, staff considers the construction schedule and the amount of hours for public works inspection. Staff then incorporates a grading permit fee to cover the costs of inspections. Inspections are tracked and logged to report time spent on a project. In the past year, the City has used Ardurra Group Inc. for supplemental public works inspection on private development projects. Ardurra has inspected the new traffic signals at City of Hope, the commercial development at 2137 Huntington Drive, and the Esperanza at Duarte Station apartments. Ardurra has been essential in the need to provide public works inspection for these construction projects.

DISCUSSION/ANALYSIS

The City has contracted with Ardurra for part-time inspection for the past several months but a more permanent contract is needed. Council approval of the contract with Adurra is required, since the contract amount will exceed \$25,000. This contract will allow the City to use Ardurra services as needed when work level exceeds the ability of the City public works inspector to cover the inspections. Because the inspection work is generated by development projects that pay fees, the entire cost of Ardurra services will be covered by permit fees.

RECOMMENDATION

Authorize the City Manager to initiate a professional services agreement with Ardurra Group, Inc. for public works inspection of private development projects.

FISCAL IMPACT

Private development public works inspection fees will offset the costs of the contract services.

ATTACHMENTS

“Attachment A” - Professional Services Agreement with Ardurra Group, Inc. for Professional Public Works Inspection.



March 8, 2021

Amanda Hamilton
City of Duarte - Public Works Manager
1600 Huntington Drive
Duarte, CA 91010

**Subject: Amendment Proposal to Extend Professional Public Works Inspection Services
(Twelve Months Period)**

Dear Ms. Hamilton,

As requested, Ardurra Group, Inc. (Ardurra) is pleased to submit our amendment proposal to the City of Duarte (City) for the extension of professional public works inspection services for a duration of twelve (12) months. Ardurra's project understanding, scope of services and hourly rate are presented herein for your consideration.

Project Understanding/Proposed Scope of Services

Ardurra understands the City is requesting an amendment to extend our current professional public works inspection services for city and / or private developments. The assignment involves the inspection of all above ground (street improvements, curbs, gutters, sidewalks, streetlights, traffic signals, pavement striping, etc.) and underground (sewer, water, and storm drain) improvements. The purpose of this inspection is to ensure the compliance of plans, specifications, local, state, and federal laws, regulations, and ordinances. We understand the public works inspector will be required to submit daily reports along with any RFIs for the project.

Ardurra understands that the City is requesting inspection services on a part-time basis that will involve four (4) hours minimum per day Monday – Friday. Assigned staff will be contingent on the consistency of the available work and staff availability. Only staff approved by the City will be assigned.

Proposed Project Team

Ardurra proposes Public Works Inspectors Eric Nunez to inspect and oversee the above-mentioned work.

Ardurra will provide the necessary public works inspection services to fulfill the above-mentioned requirements and we have calculated the additional hours needed as shown following this letter.

Ardurra's contractual contact is:

Dino P. D'Emilia, PE, F.ASCE, QSD
Vice President, Project and Construction Management Group Leader
Ardurra Group, Inc.
1960 E. Grand Street, Suite 300, El Segundo, CA 90245
Cell: (714) 458-0703, Email: ddemilia@ardurra.com

Please feel free to contact me should you have any questions or require additional information. We look forward to continuing to work closely with the City on this important project.

City of Duarte
March 8, 2021
Page 2



Sincerely,
Ardurra Group, Inc.

A handwritten signature in blue ink, appearing to read "Dino P. D'Emilia".

Dino P. D'Emilia, PE, F.ASCE, QSD
Vice President, Project and Construction Management Group Leader

Fee Schedule:

Public Works and Special / Deputy Inspection				
Staff	Regular Time	Overtime		
	Rate ¹	Mon – Fri ²	Sat. ²	Sunday/ Holiday
Public Works Inspector (Prevailing Wage) ^{3, 4, 5, 6} All Inspectors	\$145	\$203	\$203	\$261
Public Works Inspector (Prevailing Wage - Special Shift) ^{3, 4, 5, 6} All Inspectors	\$149	\$209	\$209	\$268
Public Works Inspector (Non-Prevailing Wage) ⁶ All Inspectors	\$135	\$189	\$189	\$243
Building Inspector (Prevailing Wage) ^{3, 5, 6} All Inspectors	\$130	\$182	\$182	\$234
Building Inspector (Non-Prevailing Wage) ⁶ All Inspectors	\$125	\$175	\$175	\$225
Accessibility Specialists - CASp	\$285	\$399	\$399	\$513

Notes:

- 1 The above hourly rates include wages, fringe and general and administrative overhead and fee, as well as typical supplies, tools and equipment required to perform services.
- 2 Rate applies to the first four hours of overtime during the week and /or first eight hours of overtime on Saturdays; all overtime in excess of four hours during the week or eight hours on Saturdays is paid at the Sunday/ holiday rate.
- 3 Prevailing Wage Rates are subject to increases pursuant to the State of California's Department of Industrial Relations Wage Rate Determinations. Ardurra's Billing Rates will increase in proportion to the DIR increase, plus overhead and profit. The current rates are based on Determination # SC-23-63-2-2020-2D Issued 8/22/2020 (including the predetermined increase on 7/1/2021 and 7/1/2022).
- 4 A Special Shift is any shift that starts after 5:00PM and before 6:00 AM.
- 5 The following minimum callout applies to Inspection staff, in accordance with Industrial Welfare Commission Order #16-2001:
 - Cancellation of 8 hours scheduled inspection after inspector's arrival on site: 4-hour minimum
 - Cancellation of 4 hours scheduled inspection after inspector's arrival on site: 2-hour minimum

- 6 For contracts involving public works inspection services, Ardurra requires the awarding public agency to complete DIR form PWC-100 solely for Ardurra as the prime contractor specific to the awarded contract name and amount. A half-hour per week, per inspector labor compliance charge will be billed for all Prevailing Wage inspection assignments.
- 7 **Overtime:** No weekday, Saturday, holiday, or Sunday work is assumed or included. Should any weekday or Saturday overtime be required, it is charged at 1.4 times the rate shown. For Sundays and holidays billing, rates are 1.80 times the above rate, upon the City's prior written approval, therefore.

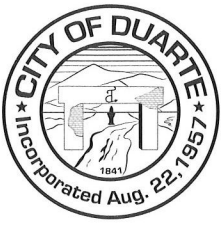
Reimbursable Expenses (Other Direct Costs): Ordinary identifiable non-salary costs that are directly attributable to the project, such as regular commuter travel costs, standard equipment, tools, and software, etc., are included in the rate schedule above. Extraordinary expenses, such as oversized and/or color reproduction costs, vehicle identification decals, site facility hard phone line and/or internet service charges, non-commuter project miles and/or other travel expenses to remote (over 50 miles one-way) fabrication yards / batch plants, overnight postage / couriers, etc., are billed at actual cost, plus 10 percent to cover overhead and administration. Travel charges to a casting / fabrication yard or batch plant will include the hourly billing rate plus travel expenses as listed in the Caltrans Travel Guide (State rates). Mileage is billed at the current IRS rate (currently \$0.56/mile).

Fees for subconsultant services: Billed at actual cost, plus 15 percent (15%) to cover overhead and administration. No subconsultants are anticipated for the scope of services listed in the RFP and will be billed only if requested and added to the contract in writing by the City.

Escalation: This rate schedule is effective through March 30, 2023. Should the Contract duration be extended beyond the March 31, 2023, rates will be subject to prevailing wage increases as noted above, and overhead increases based on current Los Angeles - Riverside-Orange County Consumer Price Index to accommodate inflationary trends, salary adjustments and the general cost of doing business, as mutually agreeable to the parties and approved via Contract amendment prior to implementing higher rates. In the event the contract is subject to delays that are beyond Ardurra's control, a request will be made to increase the billing rates to Ardurra's current standard rates and the Client will use all reasonable effort to allow such billing rate increase.

Exclusions to Scope and Fee: The following items are specifically excluded:

- Legal advice
- Materials, soils and/or hazardous materials testing or monitoring
- Construction labor, materials and/or equipment
- Copies of plan and specifications or other oversized drawings
- Construction management and/or labor compliance services unless otherwise specifically called for in the scope of work, or specifically added by the Client
- Additional services not specifically called for in the proposal
- Expert witness services
- Standby services
- Other services not specifically enumerated in the scope of services



City of Duarte

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March 23, 2021

The Honorable Anthony Portantino
California State Senate
State Capitol Building, Room 5050
Sacramento, CA 95814

**RE: SB 619 Organic waste: reduction regulations
Notice of Support**

Dear Senator Portantino,

The City of Duarte writes to express support for bill SB 619 Organic waste: reduction regulations, which would delay the implementation of SB 1383 (Lara, 2016) including the mandate that local jurisdictions impose specific recycling requirements on organic waste generators within their jurisdiction and to impose penalties on said generators for noncompliance. Existing law provides that SB 1383 regulations shall take effect on or after January 1, 2022. Although the language of SB 619 has not yet specified the length of delay, the City of Duarte wishes to make it known that delaying implementation of the regulations has become even more critical this past year. The COVID-19 pandemic has greatly impacted our local economy, especially creating negative financial impacts for our small businesses. Our small businesses, namely restaurants, would be the bulk of organic waste generators that would be subject to the law, thus resulting in raising waste management costs and potential penalties on already suffering enterprises. Additionally, residents have also been impacted by COVID-19 through job loss, reduced work hours and less access to school meal programs. The residential food waste recycling program required by SB 1383 would add additional cost and stresses to residents focused on paying rent or mortgages, keeping their jobs, and feeding their families.

Currently, the City offers food waste recycling programs to commercial customers through its franchise waste hauler, Burrtec Waste Services. The City continues to work with Burrtec to bring all qualifying customers into compliance with State organic waste mandates through education versus a penalty mechanism. Having to impose penalties on noncompliant generators would result in the need for additional staff to enforce, making it an onerous requirement for cities facing strained budgets as we work to support residents and businesses impacted by the COVID-19 pandemic.

Businesses, small businesses in particular, have been especially hit hard by the pandemic with multiple changes and adaptations required to keep their doors open and remain in business. The State is just now starting to re-open and rebuild the economy. Barring any further surges, it will take at least a year for many of these businesses to recover financially. Requiring businesses subject to SB 1383 to enroll in additional recycling services would be overly cost burdensome and delay recovery.

Mayor
Bryan Urias

Mayor Pro Tem
Margaret Finlay

Councilmembers
Samuel Kang
Toney Lewis
Tzeitel Paras-Caracci
Jody Schulz
Vinh Truong

City Manager
Daniel Jordan

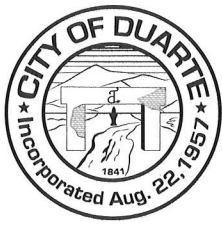
The City supports a robust waste management system that complies with California's climate goals, but unforeseen and extraordinary circumstances have placed cities in the daunting position to both take action in assisting those that have lost their jobs, homes, and closed their doors, while also telling businesses that their suffering is not enough to delay State organics waste management requirements that may hinder them from recovering from the financial devastation of COVID-19. We have worked closely with our waste hauler to phase in organics recycling sustainably. The three strongest things that the State could do is delay the implementation of SB 1383 and provide financial assistance to cities to implement organics waste recycling programs and build more organics waste processing infrastructure that would help to decrease the cost of processing, a cost that is currently passed onto the consumers.

We appreciate the thoughtful work of the State Legislature in seeking ways to assist communities in receiving the help they need, including recognizing that now is not the time to create additional cost hurdles for California cities and small businesses struggling to meet increased needs.

Sincerely,

Bryan Urias
Mayor
City of Duarte

cc: The Honorable John Laird
The Honorable Kelly Seyarto
Jennifer Quan, Executive Director, LA County Division, League of California Cities
Marcel Rodarte, Executive Director, California Contracts Cities Association
San Gabriel Valley Council of Governments



City of Duarte

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March 23, 2021

Robert Osborn
Director, Communications Division
California Public Utilities Commission
300 Capitol Mall
Sacramento, CA 95814

**RE: Los Angeles/Orange County Regional Broadband Consortia CPUC/CASF
Application for Broadband Funding
Notice of Support**

Dear Mr. Osborn,

The City of Duarte is writing to support the CPUC/CASF funding request submitted by the Los Angeles/Orange County Regional Broadband Consortia (LA/OCRBC), led by the Los Angeles County Business Federation (BizFed), for \$3 million to increase access to unserved and underserved households in Los Angeles and Orange Counties with limited broadband access.

As COVID-19 health orders have required residents to remain home to slow the spread of the virus, the need for reliable communication systems increased exponentially. The ability for a student to receive a quality education or for an employee to adequately conduct their work and contribute to the economy has hinged on their access to robust broadband. Unfortunately, the City of Duarte, despite headquartering one of the premiere cancer research institutes in the country, City of Hope, and being an active foothill city along the 210 and 605 corridors, and METRO L line, struggled pre-COVID to attract telecommunications firms to both build out infrastructure and to create a competitive services environment. Upon asking providers what could be done to entice them to engage more in the City of Duarte, we have been told that our population size of 22,000 just does not have the customer base in comparison to larger cities that might prove more lucrative if they invest infrastructure in those communities. We believe that the LA/OCRBC's work to help bridge the digital divide in communities that need assistance in identifying the gaps and providing ISP engagement efforts is a critical need and funding from the CPUC/CASF to support these efforts could ensure success.

The City of Duarte looks forward to the opportunity to work with BizFed in their efforts to support the goals of the CPUC's *Reimagining Broadband Infrastructure and Access* by being an active member of the LA/OCRBC in the San Gabriel Valley Sub-Region. We encourage the CPUC's timely action to fund this effort to invest in education and the economy by ensuring that all residents are able to engage through expanded, reliable broadband technology.

Sincerely,

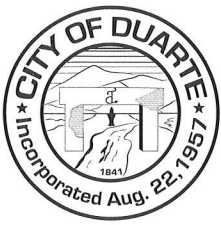
Bryan Urias
Mayor
City of Duarte

Mayor
Bryan Urias

Mayor Pro Tem
Margaret Finlay

Councilmembers
Samuel Kang
Toney Lewis
Tzeitel Paras-Caracci
Jody Schulz
Vinh Truong

City Manager
Daniel Jordan



City of Duarte

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March 23, 2021

The Honorable Governor Gavin Newsom
State of California
State Capitol
Sacramento, CA 94814

**RE: Equitable Distribution of Federal COVID-19 Financial Assistance
for Customers of CPUC-Regulated Water Suppliers**

Mayor
Bryan Urias

Mayor Pro Tem
Margaret Finlay

Councilmembers
Samuel Kang
Toney Lewis
Tzeitel Paras-Caracci
Jody Schulz
Vinh Truong

City Manager
Daniel Jordan

Dear Governor Newsom,

The City of Duarte writes to you today to ensure that our residents who receive their water service from water suppliers regulated by the California Public Utilities Commission (CPUC) are not unfairly discriminated against and excluded from receiving assistance through the new Water & Wastewater Emergency Assistance program. Excluding residents who, through no choice of their own, receive water service from a CPUC-regulated water supplier would be arbitrary and capricious. Our residents pay the same taxes and have suffered just as much during the pandemic as residents of every other community in the state. Equity demands that our residents be given the same opportunity to get out from under the burden of past-due water bills as everyone else in California.

Background

On December 27, 2020, the Federal government enacted H.R. 133: The Consolidated Appropriations Act of 2021, which included \$638 million nationwide for a new Low-Income Household Drinking Water and Wastewater Emergency Assistance Program to “prevent, prepare for, and respond to COVID-19.” H.R. 133 contained explicit language to make it clear that this emergency funding is for the payment of “funds to owners or operators of public water systems or treatment works to reduce arrearages of and rates charged.”

On March 11, 2021, President Biden signed into law H.R. 1319: The American Rescue Plan Act of 2021, which is a \$1.9 trillion economic stimulus package to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession. As relevant here, some of the key provisions of H.R. 1319 are \$500 million for the Low-Income Household Drinking Water and Wastewater Emergency Assistance Program and \$30 billion in aid for renters and homeowners, part of which may be used to pay utility bills and arrears.

It is our understanding that the State is currently determining how to administer and prioritize funding made available through H.R. 133 allocated to California and may be in the position to do the same for potential H.R. 1319 funding as well. As explained below, it is critical that the State administer these and other future federal relief funds equitably and in a manner that avoids unfairly excluding customers of CPUC-regulated water suppliers.

Duarte residents are in the same position as those served by governmental water systems and should not be unfairly excluded from federal assistance.

In California, economically and socially disadvantaged communities across the state are served by both governmental water agencies and CPUC-regulated water suppliers. Many neighborhoods in our community meet the Cal EPA definition of a “Disadvantaged Community,” and the financial impacts of the COVID-19 pandemic on these communities cannot be understated. It is unreasonable to disallow federal assistance to these communities simply because they are served by a CPUC-regulated water supplier. The residents in these communities are taxpayers too. Their taxes help fund these federal relief measures, and they deserve an equal opportunity to receive much-needed assistance, just as their neighbors served by governmental water agencies.

The federal relief measures do not allow exclusion of CPUC-regulated water suppliers.

Both H.R. 133 and H.R. 1319 provide relief funds for customers of “public water systems,” which includes CPUC-regulated water suppliers. If Congress had intended to exclude CPUC-regulated water suppliers, or to allow the states to make such exclusions, it would not have used the term “public water systems.” Recognizing the need to provide equitable relief, Congress adopted expansive language to assist customers financially impacted by the COVID-19, irrespective of who their public water provider is.

This is in keeping with other federal and state grant programs aimed at assisting water customers that have allowed for and even encouraged the participation of CPUC-regulated water suppliers in order to reach disadvantaged and needy customers in California. For example, customers of CPUC-regulated water suppliers enjoy the benefits of the State Revolving Fund loan program. Similarly, every major recent water bond in California has permitted CPUC-regulated water suppliers to apply for grants that benefit their customers by providing cost-free funds for needed investments in water supply, treatment, and security.

These same long-standing principles apply equally to the current federal relief measures. The CPUC has developed rules and policies to ensure that state and federal grant funds only benefit customers. The State cannot arbitrarily exclude these customers from the help they need and deserve.

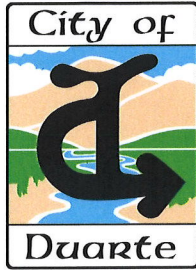
Conclusion

We look forward to working with the State to ensure that all Californians – both customers of governmental and non-governmental, PUC-regulated water suppliers alike – are equally able to receive the assistance they desperately need and deserve under these federal COVID-19 relief measures and other future federal assistance opportunities.

Sincerely,

Mayor Bryan Urias
City of Duarte

Cc: Hon. E. Joaquin Esquivel, Chair, SWRCB
Hon. Dorene D'Amado, Vice Chair, SWRCB
Hon. Tam Doduc, Board Member, SWRCB
Hon. Sean Maguire, Board Member, SWRCB
Hon. Laurel Firestone, Board Member, SWRCB
Hon. Marybel Batjer, President, CPUC
Hon. Martha Guzman Aceves, Commissioner, CPUC
Hon. Darcie Houck, Commissioner, CPUC
Hon. Clifford Rechtschaffen, Commissioner, CPUC
Hon. Genevieve Shiroma, Commissioner, CPUC



Agenda Item:	_____
CM Review:	<u>AD</u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: March 9, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Local control and authority over planning, zoning, and housing issues

RECOMMENDATION: It is recommended that the City Council discuss a potential resolution to express opposition to state actions that diminish local control and authority over planning, zoning, and housing issues, and to express support for the activities of the advocacy group "California Cities for Local Control"

FISCAL IMPACT: No direct fiscal impact should the City Council adopt such a resolution

BACKGROUND

Councilmember Mike Griffiths of the City of Torrance contacted members of the City Council requesting that the City of Duarte join the advocacy group "California Cities for Local Control." In response, Mayor Pro Tem Margaret Finlay requested that staff bring an information item to the City Council to discuss the group's mission, its support among California cities and local elected officials, and the potential for the Duarte City Council to adopt a resolution that expresses support for local control of planning, zoning, and housing issues.

DISCUSSION/ANALYSIS

According to the group's website (<https://localcontrolca.com/>), California Cities for Local Control is "an advocacy group for local control over zoning and land use decisions", which is attempting to "reach out to every elected Mayor and Councilmember for every city in California." Its mission is to "spread awareness and enlist support to ensure that cities can continue to manage their own land use and zoning issues... We do this by signing onto petitions, having cities pass resolutions in support of our efforts, and seeking out allies for possible legal action against the State and/or to promote efforts for a ballot initiative to legislate the desired results."

The group, which was founded in July 2020 by Councilmember Griffiths, lists as supporters 347 current and former mayors and councilmembers from across California as of February 25, 2021.¹ The group also cites 48 California cities that have "passed resolutions supporting our mission",

¹ The group counts "supporters" as individual councilmembers who expressed "support via "Yes" vote on resolution passed in support of local control."

and it has compiled those adopted resolutions on its website. Among the cities that have adopted such a resolution include several in the San Gabriel Valley, including Arcadia, Bradbury, Glendora, and West Covina.

With respect to issues of local control over land use and zoning raised in this staff report, the City Council may want to deliberate on the following questions:

1. Does the City Council concur with the underlying premise of the group California Cities for Local Control, which is that State legislation and other State actions are increasingly usurping the authority of local jurisdictions over land use practices and policies, and that such authority is best exercised at the local level?
2. If the answer to #1 above is “yes”, does the City Council believe it is useful and appropriate to adopt a resolution expressing support for actions that strengthen local control over land use and housing issues, as well as expressing opposition to State actions that diminish local authority over these issues?
3. Finally, if the City Council desires to adopt such a resolution, should it include explicit mention of and support for California Cities for Local Control?

RECOMMENDATION

It is recommended that the City Council discuss a potential resolution to express opposition to state actions that diminish local control and authority over planning, zoning, and housing issues, and to express support for the activities of the advocacy group California Cities for Local Control.

FISCAL IMPACT

No direct fiscal impact should the City Council adopt such a resolution.



Agenda Item:	_____
CM Review:	_____ <i>[Signature]</i>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: March 23, 2021

TO: Mayor and Members of the City Council

BY: Craig Hensley, Community Development Director

SUBJECT: Possible Renaming of Business Center Drive

RECOMMENDATION: Staff recommends that the City Council discuss the issue and provide direction

FISCAL IMPACT: The exact impact will depend on Council direction, but all options would have less than a \$3,000 impact

BACKGROUND

This item was addressed at a past Council meeting and the decision was to table the discussion until a future date. The purpose of this report is to discuss the possible renaming of Business Center Drive. This report outlines some options and Staff would like Council to discuss the item and provide direction.

At its November 12, 2019 meeting, Council approved an Amendment to the Duarte Station Specific Plan and The Residences project that included two buildings with a total of 636 residential units. As part of that action, Staff raised the issue of a possible name change to Business Center Drive with the intent to bring the item back for action prior to project construction.

Business Center Drive west of Highland Avenue is unique because the only properties that have a street address between Highland Avenue and Fairdale Avenue are the two residential buildings that are being built by MBK Homes. Because of this, a street name change would not negatively impact a resident or business.

At a meeting last year, Councilmember Paras-Caracci raised the issue of honoring Councilmember John Fasana in some way. One of the ideas raised as a possibility was to change Business Center Drive to a name that would honor Mr. Fasana. This report provides that option, but also raises other choices for a street name change and options to honor Councilmember Fasana.

DISCUSSION/ANALYSIS

Street Name Change –

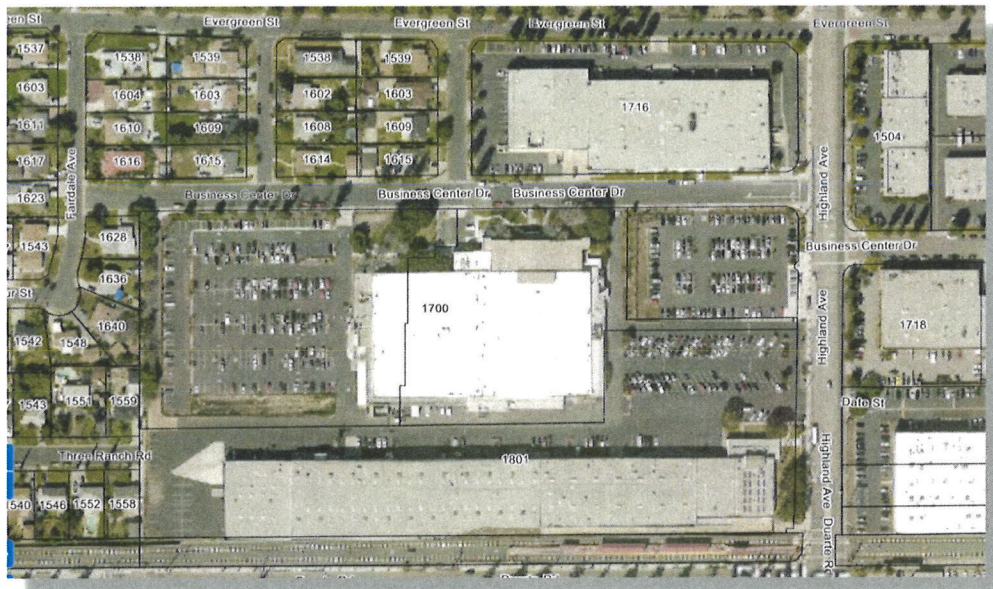
Business Center Drive has two segments: West of Highland Avenue to Fairdale Avenue and east of Highland Avenue to Flower Avenue. The street is offset at Highland Avenue and is signalized. There are several properties and businesses that are addressed off of the east segment but only The Residences project will be addressed on the west segment of Business Center Drive.

There are two options for renaming Business Center Drive between Highland Avenue and Fairdale Avenue: 1) rename the street to honor John Fasana; or 2) rename the street some other appropriate name.

John Fasana was been a member of the Duarte City Council from 1987 until 2020. He was been on the Metro Board of Directors since its inception in 1993 until 2020 when he left the City Council. He also represented Metro on the Metro Gold Line Foothill Extension Construction Authority Board for many years. He is well-recognized throughout Southern California as a leader in public transit and was an strong advocate of the Gold Line extension into the San Gabriel Valley. Of course, there are many other accomplishments in addition to this. The street location, in the Duarte Station Specific Plan area and adjacent to the Gold Line Station and parking, is clearly an appropriate location, if Council desires to make this change.

Options for naming the street after Mr. Fasana include using one of the following street types: Fasana Drive, Fasana Street, Fasana Avenue. These street types are the most common in Duarte. Other options include: Place, Way and Lane but they are not as common.

If the Council desires to have a different street name and honor Mr. Fasana in a different way, Staff suggests that a specific name recommendation be made.



Staff discussed this issue with MBK, the builder of the 1700 building, and the likely builder of the 1750 building, and it would like the street name changed because Business Center Drive does not have a residential appeal. MBK fully supports naming the street to honor Mr. Fasana but would also agree with a change to some other appropriate street name.

If Council desires a street name change, Staff will bring back a Resolution to a future meeting. After approval of a Resolution, Staff will work with the Post Office and any other effected agency to finalize the change and will begin the process or ordering new street name signs.

Honorary Street Name –

In 2017, Council adopted an Honorary Street Name Designation Policy. This is another option.

Honorary Street Name Designation Policy

Purpose

To provide for a process for the honorary naming of streets so that City Council may honor individuals and organizations who have made significant contributions to the Community.

Policy Guidelines

The City Council may make honorary street name designations based on the following guidelines:

- Honorary street name designations shall be limited to individuals and organizations that have had a significant cultural, historical impact on the City.
- The location for the honorary street designation must have a geographical relationship to the honoree (e.g. honoree lived or worked near the location requested for recognition).
- Honorary designations shall be limited to one block in length.
- All honorary street names shall be approved by the City Council by Resolution
- The honorary designation shall be valid for a five year period unless specifically specified by the City Council in the approval Resolution. At the end of the designation period, the City Council may re-designate the honorary street name.
- The honorary street name sign shall be similar to the standard street name sign in size, color and type font and shall have the words "Honorary."
- The City Council will make no more than five honorary street name designations each year.

If this option were chosen, Staff would order the honorary street name sign and have it installed whenever the Council deems appropriate.

Other Option –

One other possible alternative to honor Mr. Fasana would be the naming of the Highland Avenue promenade in his honor. The Duarte Station Specific Plan calls for a linear promenade (plaza) along the west side of Highland Avenue between the Gold Line station platform and the 210 Freeway. This area will be approximately 30 feet in depth and be between the street and buildings or parking. The area will be a combination of landscape and hardscape and is intended to be a public walking and gathering area. The area is an important part of the City's First Mile/Last Mile improvements near the Gold Line station. The City received a Measure M grant for buildout of the area and construction in the 2021-2022 or 2022-2023 fiscal year is expected. If Council would like to choose this option, that decision can be made now and an actual dedication could be done when the promenade is completed.

RECOMMENDATION

Staff recommends that the City Council discuss the issue and provide direction.

FISCAL IMPACT

The exact impact will depend on Council direction, but all options would have less than a \$3,000 impact.

ATTACHMENTS

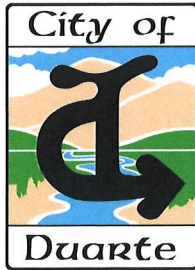
Duarte Station Phase 1 Site Plan



THE RESIDENCES AT DUARTE STATION- DUARTE, CA
DUARTE INVESTMENT PARTNERS, LLC.

SEPTEMBER 12, 2019

COMPOSITE LANDSCAPE PLAN - L.1



Agenda Item:	_____
CM Review:	<u> </u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: March 23, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

BY: Victoria Rocha, Assistant to the City Manager

SUBJECT: Approval of one-time grant funding of \$10,000 to support social services for Duarte residents

RECOMMENDATION: Approve and authorize the City Manager to execute on behalf of the City an agreement for social services to assist Duarte residents, particularly those impacted by COVID-19, between the City of Duarte and Foothill Unity Center, Inc.

FISCAL IMPACT: If approved, the contract will require a FY 2020-21 budget amendment of \$10,000 from the General Fund.

BACKGROUND

Foothill Unity Center is a trusted provider of services for qualified low-income families and people in crisis in the San Gabriel Valley. Initially founded as a food bank, the organization has since grown to incorporate housing, transportation, employment solutions through casework, health services, and special programs such as back-to-school supplies distribution and holiday toy drives.

At the Duarte City Council meeting on February 9, 2021, Council requested staff to work with Foothill Unity Center on a proposal as to how the organization would utilize \$10,000 to support Duarte residents in need of social services, particularly those impacted by the COVID-19 pandemic, including addressing food insecurity, case management for the unhoused, job development, and healthcare access.

DISCUSSION/ANALYSIS

Per Foothill Unity Center's proposal, the organization served 15,650 unduplicated low-income homeless individuals with over 280,000 services. Of those served, 74 percent were new clients, accessing services for the first time which is assumed to be a result of housing and income instability caused by the COVID-19 pandemic.

Of the aforementioned individuals served in 2020, over 500 were Duarte residents that either accessed services at Foothill Unity Center directly or were a recipient of food boxes to senior housing.

Understanding that the pandemic is not over, and the impacts will be felt even past when most people have been vaccinated, it is projected that the need for services will remain high, if not grow

further, especially as the nation waits to see what additional Federal, State, and County assistance is yet to come. Duarte City Council has seen and heard this increased need from residents, thus, asking for a proposal from Foothill Unity as to how the City can bolster these critical services.

With a \$10,000 grant from the City of Duarte, Foothill Unity Center will be able to support Duarte residents in their core programs mentioned above. The organization will also work closely with the City staff to expand outreach to Duarte residents to increase awareness and access to assistance which may include targeted outreach through the City's weekly senior lunch program, monthly senior food distribution, and inclusion in the quarterly Duarte City News publication. These targeted efforts will be in addition to long-standing collaboration to promote Foothill Unity's programs on social media. Foothill Unity will continue to track the number of Duarte residents and services benefitting from their programs.

It should be noted that in June 2020, Duarte City Council authorized part-time Parks and Recreation staff to work at Foothill Unity Center to assist in food collection and distribution. This expense is over \$1,000 a month and is still on-going. Additionally, the City of Duarte has partnered with Foothill Unity Center to be the sub-recipient of San Gabriel Valley Council of Governments' funding to acquire outdoor restrooms and a handwashing station to offer those experiencing homelessness hygiene services during COVID-19 when many public restrooms have been shut down. This program started in July 2020 and is also still on-going.

RECOMMENDATION

Staff recommends that the City Council approve and authorize the City Manager to execute on behalf of the City an agreement for social services to assist Duarte residents, particularly those impacted by COVID-19, between the City of Duarte and Foothill Unity Center, Inc.

FISCAL IMPACT

If approved, the contract will require a FY 2020-21 budget amendment of \$10,000 from the General Fund.

ATTACHMENTS

- Attachment A – Foothill Unity Center, Inc. \$10,000 Grant Proposal
- Attachment B – Foothill Unity Center, Inc. Impact Overview
- Attachment C – Memorandum of Agreement

ATTACHMENTS



Foothill Unity Center, Inc.

Helping People. Changing Lives.

790 W. Chestnut Ave. Monrovia, CA 91016
Telephone: (626) 358-3486 Fax: (626) 358-8224

191 N. Oak Ave., Pasadena, CA 91107
Telephone (626) 584-7420 Fax (626) 584-7422

March 3, 2021

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**A California Nonprofit
Corporation, serving the
communities of Altadena,
Arcadia, Azusa, Baldwin
Park, Bradbury, Duarte
Irwindale, Monrovia,
Pasadena, Sierra Madre
and South Pasadena**

Attn: Victoria Rocha

Assistant to the City Manager/PIO

City of Duarte

1600 Huntington Drive

Duarte CA 91010

Dear Victoria,

Foothill Unity Center is requesting a grant of \$10,000 to support Duarte residents to be able to receive services from our core programs, particularly in response to the impact of COVID-19. Duarte residents (current and new clients) will receive any services from our COVID-19 Response that includes assistance from our Food, Health, Job Development, Crisis Case Management, and Housing and Homeless programs from our Monrovia and Pasadena sites. Foothill Unity Center will work with the City of Duarte to expand outreach to the residents of Duarte to increase awareness and access to assistance. The outreach will include utilizing social media, website, e-blasts, and flyers on info about the availability of all our programs and services. Foothill Unity Center will continue to work closely and collaboratively with the City of Duarte and the following Duarte partners: Senior Center, Elks, Rotary Club, Chamber of Commerce, Kiwanis, Community Services, and etc.

As per our conversation, we would also like to include the addition of transportation services to further enhance the access to our services for Duarte residents. While Foothill Unity Center is able to provide limited transportation assistance for those who do not have the transportation to our sites, we look forward to the opportunity to discuss further the possibility of adding this to the services for Duarte residents.

Please find below information about Foothill Unity Center and the attached our 2020 Impact Overview for review:

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

Foothill Unity Center draws from our 40 years of experience to serve the individuals and families turning to us for assistance in crisis. In direct response to COVID-19, we have been shifting and adjusting to the changes since the start of the pandemic, in keeping with our mission to serve our neighbors to help them reach self-sufficiency. While we have had to close our buildings, we have adjusted our food distribution, and we continue to provide our other core programs by phone, electronic communications and limited social distanced activities. Prior to COVID-19, our target populations included 12 cities in the San Gabriel Valley including Duarte, but we have also not turned anyone away in need for food assistance.

www.foothillunitycenter.org

Organization History:

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

Organization Programs:

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

In 2020, we served 15,650 unduplicated low-income and homeless individuals with over 280,000 services that includes health, nutrition, COVID education and resources from our Monrovia and Pasadena sites, compared to the 7,300 individuals served with over 76,000 services in the previous year, showing significant increases due to the impact of COVID-19. This includes over 60,000 services from our Food Program that translates to over 1,500,000 meals. 74% of the total served were new clients, accessing services for the first time. While the impact of the pandemic has been incredibly challenging, we have expanded our programs to meet the increases in services for individuals and families, including children, seniors, adults, and the homeless seeking help.

For Duarte residents, Foothill Unity Center provided 7,685 services from our core programs to over 500 unduplicated individuals, with approximately 6,000 of those services from our Food and Health programs in 2020. We also provided food deliveries – over 1,600 food boxes to four senior housing buildings.

Our programs include:

Food Program: includes emergency family food sized to last a week for those who have the means to refrigerate and cook food, plus bag lunches and hygiene kits for those experiencing homelessness food. For those unable to participate in our drive through distribution, such as our seniors, homebound, and disabled clients, we are able to deliver food boxes to them. Thanksgiving and Holiday Food Distributions are special events that are added to the food distribution. To leverage our delivery of services and expand our reach, we have shared our food inventory with community partners, who distribute the food we provide to them from their locations. We have also expanded our food delivery program to seniors and the disabled by delivering to senior housing buildings. Foothill Unity Center has been partnering with Food Forward since this past July to create a Produce Hub to help increasing the volume of quality nutritional foods available for our distribution as well as sharing with the other entities serving as food pantries. This is a valuable resource available as we are able to handle the pick-ups of the large volumes of produce.

Health Program: provides access to healthcare, education on ways to manage chronic health diseases, and assistance with navigating the healthcare system. Among the services, we will provide dental and vision screenings, dental

procedures, eye exams, glasses, and eye glass vouchers from mobile and on site dental and vision clinics, flu vaccines, glucose/diabetes screenings, blood pressure screenings, health and nutrition education that includes classes, exercise groups, and cooking/recipe flyers, coordinate care for health needs for the homeless and uninsured through medical outreach and referrals. We leverage our workforce annually as we did last year with 150 work trainees, nursing students pursuing licenses, and interns in social work and public health.

In partnership with APU and Cal State LA Nursing students, we will continue to provide blood pressure checks through our Food Distribution Drive Through. We offered the blood pressure checks on Mondays and Wednesdays from October through December 2020, with increases in participation compared to the previous year. We will be continue to offer this from February through May 2021. We will continue to offer our Mobile Dental Clinic as we did this past fall, with required COVID-19 screenings and strict safety precautions. Due to mandated safety precautions, our ability to deliver other dental and vision screenings may continue to be impacted. We will continue to offer flu vaccine clinic in October. We will continue to offer socially distanced workshops (held outside in our parking lot) and activities when possible similar to the Paint and Create and Art Therapy workshops or virtual versions that also includes nutritional classes. In partnership with the Pasadena Public Health Department, we will be offering to host virtual classes on different nutrition topics targeting both adults and children. We will continue to offer medical outreach and referrals. Foothill Unity Center will continue to work to be flexible and adjust as appropriate and deemed safe based on the surges and the continued impact of the pandemic with the delivery of our Health Program to ensure equitable access to these critical services. To further expand our Health Program, we will be adding a Behavioral Health Coordinator position (in the process of recruiting and interviewing for the position) to our Health Manager and Health Assistant, in addition to our AmeriCorps fellow. The position will be a licensed mental health professional (LCSW or LMFT) to expand the scope of our work to address the mental health needs of our community.

Job Development Program: helps to improve the economic lives of individuals with hands on assistance to gain employment for those unemployed and underemployed. The program aims to reduce the barriers to employment and help the whole family thereby ending the cycle of poverty for the next generation by serving on-site work experience training and with job readiness preparation, academic and vocational counseling, resume assistance, certifications, mentoring, financial literacy workshops, tax preparation through our Volunteer Tax Preparation (VITA) Program, job search and assistance with employment placement, employer relations and development, and referrals to community agencies for training. The Center's staff supervised 39 work experience trainees.

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

Homeless and Housing Program: provides increasingly more permanent and temporary placement solutions and services, such as motel vouchers, rental assistance, eviction prevention, and related services to those experiencing urgent emergency and chronic housing needs. Last year, Foothill Unity Center provided housing services that included navigation, retention, temporary housing, and rapid rehousing. The Center provides permanent housing placements, as well as provided motel vouchers and referrals for emergency shelter. Motel stays averaging a lengthier stay allow an individual or family time to regroup and gain some stability while simultaneously working on their housing plan with our case workers to ensure support and assistance to keep them on track on their plan. Our goal is to rapidly-rehouse before barriers to permanent housing increase and chronic homelessness sets in and then assure that permanent housing is sustained.

Implementation Schedule on a Weekly Basis:

Foothill Unity Center is open from 9:00 am to 4:30 pm Mondays through Fridays. Food Distribution hours at Foothill Unity Center's Pasadena site are: Tuesdays and Fridays at 9:00 am to 11:30 am and Wednesdays at 9:00 am to 11:30 am and at our Monrovia site they are: Mondays at 1:00 pm to 3:30 pm and Wednesdays and Fridays at 9:00 am to

11:30 am. Annual Thanksgiving and Holiday Food have been added to our regular food distributions that include turkeys and chickens and a menu for the celebrations that will help to bring some cheer as well as to address the food insecurity during the these holidays. Additionally, we have also added our annual Back-to-School distributions as well. Homebound Food Deliveries are delivered the first full Tuesdays, Wednesdays, and Thursdays of the month. This includes the additional deliveries to the senior buildings occur weekly. Our current group of organizations come to Foothill Unity Center weekly to pick up the food supplies that we share to serve as food pantries from their sites.

Social Distancing/Contactless Measures:

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

For clients, volunteers, staff, or anyone entering the buildings are required to have their temperatures taken, wear masks, and sanitize their hands. Aside from staff, all others must be scheduled to come to the buildings. There are sanitizer stations available throughout the buildings. Everyone is required to wear masks. For staff and volunteers, working with our food distribution with our Food Program, gloves are required to be worn. Everyone in the buildings is required to implement social distancing as well as mask wearing when not in their own offices. Aside from staff members cleaning surfaces throughout the day, janitorial staff clean daily during the business week. Hand sanitizing stations, bottles, and alcohol cleaning wipes are available throughout the buildings. We also have both buildings sprayed and disinfected monthly.

Data Tracking and Evaluating and Measuring Impact:

Prior to COVID-19, Foothill Unity Center's intake process includes a comprehensive intake application to verify geographic and income eligibility and gather important demographic information. From this intake application, the information is entered into our Community Services Case Management (CSMS) database and to HMIS if they meet the eligibility criteria to meet the Homelessness Prevention services.

Clients are eligible to access services from our core programs and services and may request further case management assistance at any time. At each subsequent visit by the client, we will record the service that the client receives into both their hard copy file, CSMS, and again in HMIS when appropriate. Due to the pandemic and the necessary safety precautions, Foothill Unity Center has had to make some modifications but we continue to collect data for clients receiving services.

Racial Demographics:

Foothill Unity Center's demographics in the past year included 65% Hispanic, 13% African American, 12% White, 6% Asian, 1% Native American/ Alaskan/ Native Hawaiian/ Pacific Islander, and 3% Other Races; and 48% men and 52% women. Prior to the pandemic, the individuals and families we serve have income at or below 150% of the federal poverty level. The federal poverty level in 2020 is \$12,760 for an individual and is \$26,200 for a family of 4; therefore 150% of FPL is \$19,140 for an individual and \$39,300 for a family of 4. 23% of the population, that is 115,523 individuals, live below 150% of poverty. LA County's Department of Public Health measures food insecurity at 22% in the San Gabriel Valley. Of our clients, 78% live below the federal poverty line and 60% allocate more than half of their income to rent. 14% are homeless and all of our clients are food insecure.

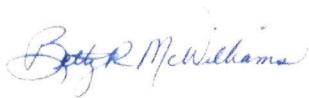
Organization Impact:

Foothill Unity Center's Food Program is the largest in the northeast region of LA County. The LA Regional Food Bank (LARF) considers Foothill Unity Center to be the top food pantry in the County, recognizing our exemplary service with both the LARF Community Spirit Award, and the coveted Tony Collier Award for "leadership in the war against hunger." In addition, we have received the Hunger Fighter Award from the California Hunger Action Coalition for our

dedication and commitment to ending hunger in California. Foothill Unity Center was nominated by Assemblymember Chris Holden for the 41st Assembly District and awarded the prestigious 2019 Nonprofit of the Year Award in Sacramento, along with 101 fellow nonprofit organizations out of a total of about 72,000 in the state of California. The Monrovia Providers Group awarded Foothill Unity Center in September with the 2019 Lisa Magno Award that recognizes amazing contributions to the well-being of seniors.

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

With great appreciation,



Betty R. McWilliams
Executive Director

MAKING AN IMPACT

2020 YEAR STATS



Foothill Unity Center, Inc.
HELPING PEOPLE. CHANGING LIVES.

 **1,561,150**

Total Meals

 **62,446**

Food Services

 **8,210**

Food boxes delivered to seniors and disabled

 **12,420**

Meals for Homeless

 **15,650**

Individuals Served

 **288,023**

Services through our core programs

 **7,474**

Case Management Services

 **149,938**

Health, Nutrition & COVID educational materials/resources

 **2,836**

Pet Food Bags

 **3,424**

Diaper Packages

 **2,004**

Children served for Back to School

 **6,280**

Thanksgiving & Holiday Food Boxes

 **1,619**

Toy & Clothing gift cards

 **\$90,312**

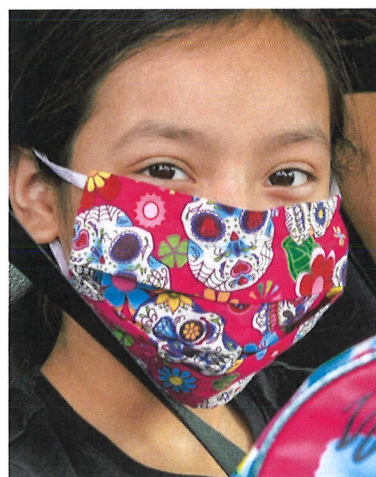
Value of dental procedures for 82 children & parents

 **22**

Families placed in permanent housing

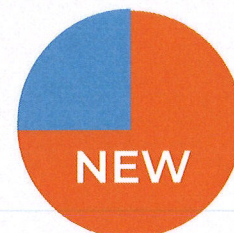
 **37**

Families placed in temporary housing



 **11X**

The food deliveries in 2019



 **74%**

Of families are New to the Center



 **4X**

The Services in 2019

Foothill Unity Center helps individuals and families in need with programs that focus on: Food, Health, Crisis Case Management, Job Development, Housing and Homeless services, supported by our Volunteer Program.

MEMORANDUM OF AGREEMENT

HYGIENE PROGRAM MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF DUARTE AND FOOTHILL UNITY CENTER

This Memorandum of Agreement ("MOA" or "Agreement") is by and between the City of Duarte (City) and Foothill Unity Center, Inc. (Foothill Unity) to be effective as of the date signed by both Parties.

RECITALS:

- A. The City of Duarte is allocating funding to support service providers that offer programs to homeless and low-income Duarte residents, particularly those impacted by the effects of the COVID-19 pandemic; and
- B. Said programs can include but are not limited to housing, transportation, employment solutions through casework, access to food, and healthcare services; and
- C. The City and Foothill Unity desire to set forth the terms of their ongoing collaboration to offer programs to homeless and low-income Duarte residents in this MOA.

NOW, THEREFORE, the Parties agree to the following:

I. GENERAL CONDITIONS:

A. Term.

The term of this MOA shall commence upon execution of the MOA by all Parties and shall continue through June 30, 2021, unless sooner terminated pursuant to the provisions of this agreement. The term may be extended upon execution of a written amendment between the parties.

B. Scope of Work.

Foothill Unity Center, Inc. will provide access to Duarte residents for the five programs outlined in the proposal that was submitted on March 3, 2021 which includes a Food Program, Health Program, Job Development Program, Crisis Case Management Program, and Homeless and Housing Program. Additionally, Foothill Unity Center, Inc. will provide the City with marketing targeted to Duarte residents.

Foothill Unity Center will provide track data on the number of Duarte residents served, the number of services accessed, and racial and financial demographics information.

C. Budget.

The City will be allocating \$10,000 for social services support programs to be performed by Foothill Unity. Expenditures can include the materials and staff time required to execute programming, in addition to the marketing provided to the City including print materials.

II. RESPONSIBILITIES OF EACH OF THE PARTIES:

A. Under this MOU, City shall:

1. Be responsive to phone calls, emails, and requests for meeting.
2. Collaborate with Foothill Unity Center, Inc. to ensure success of targeting marketing including dispersing materials to residents through City facilities and programs.
3. Review and respond to requests from Foothill Unity within three (3) business days.

B. Under this MOU, Foothill Unity shall:

1. Be responsive to phone calls, emails, and meetings.
2. Provide a final report and presentation to Duarte City Council on July 31, 2021 providing data and details to net impact on Duarte residents in accessing Foothill Unity Center, Inc.'s programs using the template as provided in Attachment A.

III. PROJECT MANAGEMENT:

A. For purposes of this MOA, the City designates the following individual as its Project Manager:

Victoria Rocha
Assistant to the City Manager
1600 Huntington Drive
Duarte, CA 91010
(626) 357-7931
vrocha@accessduarte.com

B. For purposes of this MOA, Foothill Unity designates the following individual as its Project Manager:

Betty McWilliams
Executive Director
790 W. Chestnut Avenue
Monrovia, CA 91016
(626) 358-3486
betty@foothillunitycenter.org

D. Either Party may change its Project Manager or contacts upon written notice to the other Party.

IV. TERMINATION:

- ### **A. This MOA may be terminated by any party to the MOA at any time and for any reason. Termination will occur 30 days after written notice is issued by any Party to the other Party's Project Manager.**

- B. This MOA may be terminated for cause at any time for a material default by one of the Parties upon written notice to the applicable Project Manager.

V. INSURANCE AND INDEMNITY:

- A. Neither the City nor its respective officers, employees, consultants or volunteers (the City "Indemnitees"), shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by Foothill Unity or its respective officers, agents, employees, or volunteers under or in connection with the performance of this MOA.
- B. Neither Foothill Unity or its respective officers, employees, consultants or volunteers (the "Foothill Unity Indemnitees"), shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by the City or its respective officers, agents, employees, or volunteers under or in connection with the performance of this MOA
- C. Foothill Unity shall indemnify, defend and hold the City Indemnitees harmless from and against any liability, claims, losses, actions, and expenses, including without limitation, defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of use of property, any legal fees and any claims for damages of any nature whatsoever arising out of or resulting from Foothill Unity's implementation of this MOA, unless caused by the active negligence or willful misconduct of the City of Duarte.
- D. The City shall indemnify, defend and hold the Foothill Unity Indemnitees harmless from and against any liability, claims, losses, actions, and expenses, including without limitation, defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of use of property, any legal fees and any claims for damages of any nature whatsoever arising out of or resulting from the City's obligations under of this MOA, unless caused by the negligence or willful misconduct of Foothill Unity.

VI. OTHER TERMS AND CONDITIONS:

- A. In performing this MOA, both parties are acting as independent contractors vis a vis the other, and neither Foothill Unity nor the City is a contractor, agent, partner, joint venturer employee, or employer of the other. Neither Foothill Unity or the City shall represent themselves as contractors, agents or employees of the other Party and shall have no powers to bind the other Party in contract or otherwise.
- B. Neither Party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, floods, earthquake, fires, acts of a public enemy, pandemic, and government acts beyond

the control and without fault or negligence of the affected Party. Each Party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this MOA.

- C. Neither Party shall assign this MOA, or any part thereof, without the prior written consent and prior approval of the other Party, nor any assignment without consent shall be void and unenforceable.
- D. This Agreement shall be governed by California law and any applicable federal law.
- E. If any provision of this MOA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
- F. The terms of this MOA shall inure to the benefit of, and shall be binding upon, each of the Parties and their respective approved successors and assigns.

[end –signature page follows]

In witness whereof, the Parties enter into this MOA on the date of last execution by the Parties.

FOR FOOTHILL UNITY CENTER, INC.

By: _____
Betty R. McWilliams
Executive Director

FOR THE CITY OF DUARTE

By: _____
Daniel Jordan
City Manager

APPROVED AS TO FORM:

David B. Cosgrove
City Attorney

Date: _____