



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended February 28, 2022
(66.7% of FY 2021-22 Completed)

Contents

Page

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

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

Unemployment Rate (in %)*					
	Nov-19	Nov-20	Sep-21	Oct-21	Nov-21
Irwindale	5.5	14.8	10.2	9.9	8.9
Duarte	4.9	13.4	9.2	8.9	8.1
Azusa	4.1	11.4	7.6	7.0	6.0
Monrovia	3.8	10.0	6.6	6.2	5.9
Arcadia	3.3	8.5	5.7	5.5	5.0
Los Angeles County	4.6	12.5	9.9	9.4	8.9
California	4.1	8.7	7.5	7.3	6.9
United States	3.6	6.7	4.8	4.6	4.2

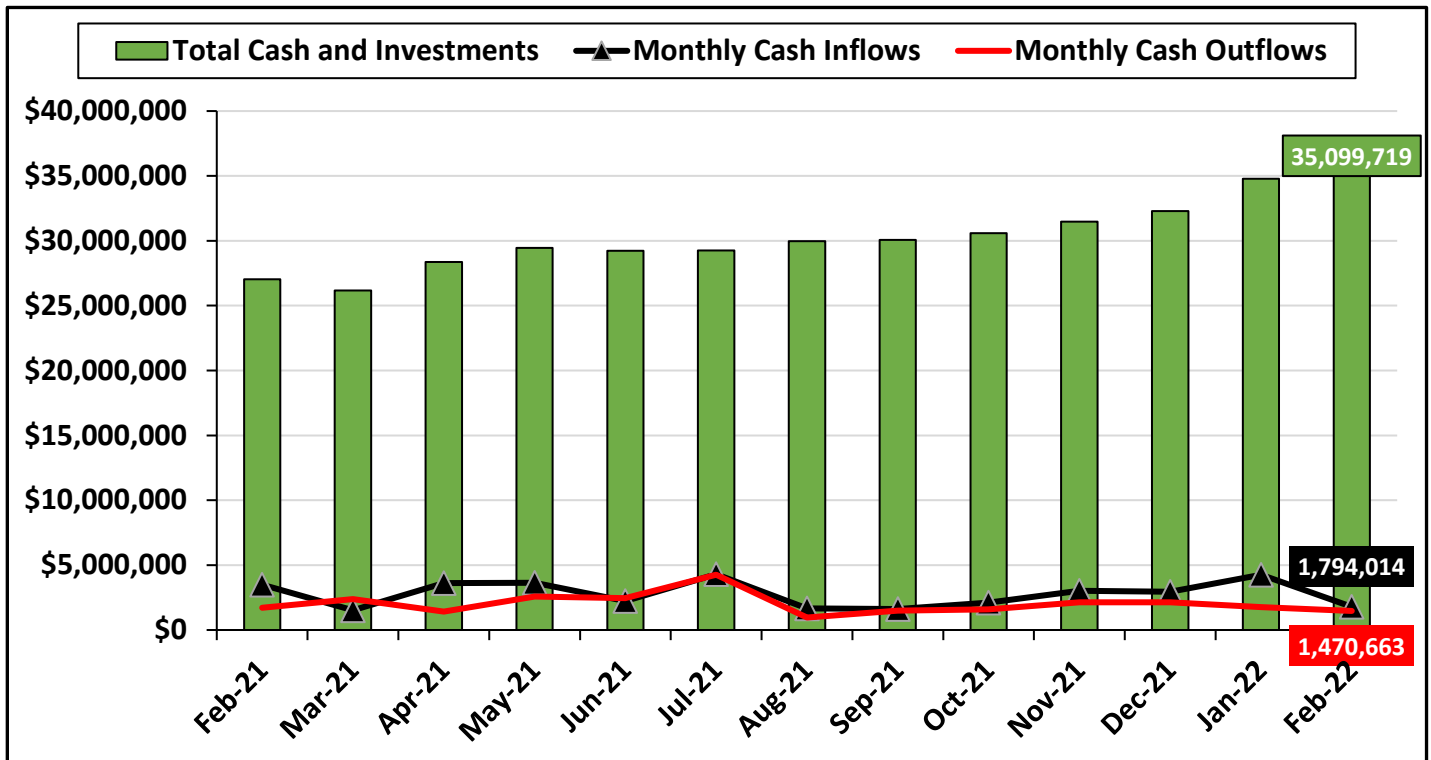
* "Unemployment Rate" is number of unemployed persons as a percentage of the civilian labor force.

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

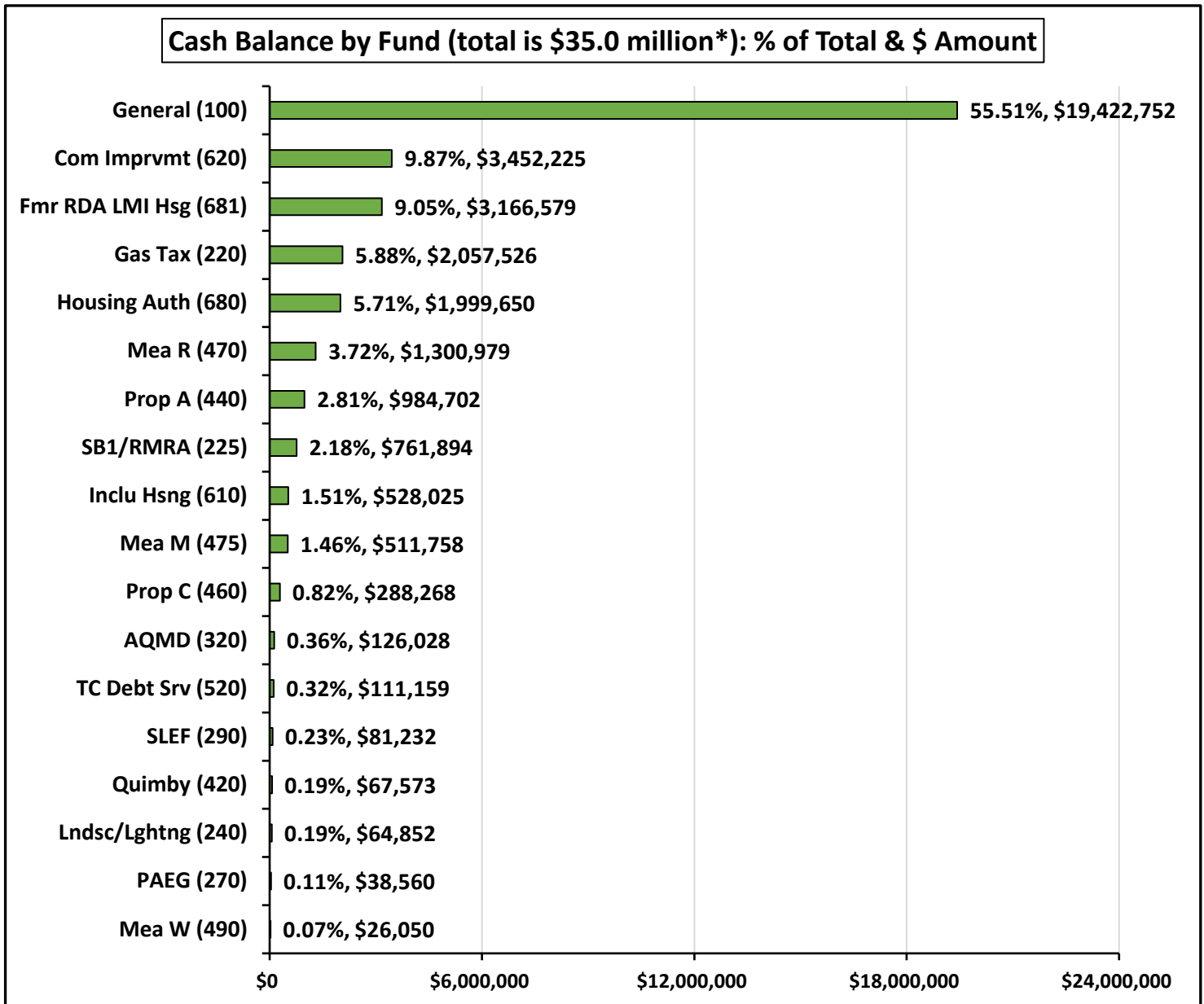
Month Ended February 28, 2022

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (02/01/2022)	\$19,308,985	\$15,467,383	\$34,776,368
Cash Inflows			
Receipts	\$1,794,014	\$0	\$1,794,014
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,794,014	\$0	\$1,794,014
Cash Outflows			
Disbursements	\$1,470,663	\$0	\$1,470,663
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,470,663	\$0	\$1,470,663
Net Activity	\$323,351	\$0	\$323,351
Ending Balance (02/28/2022)	\$19,632,336	\$15,467,383	\$35,099,719



*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, 2022



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

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

CITY OF DUARTE

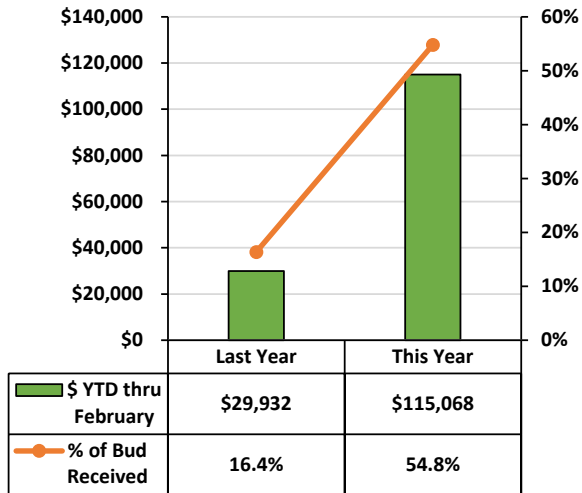
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through February versus Prior Year



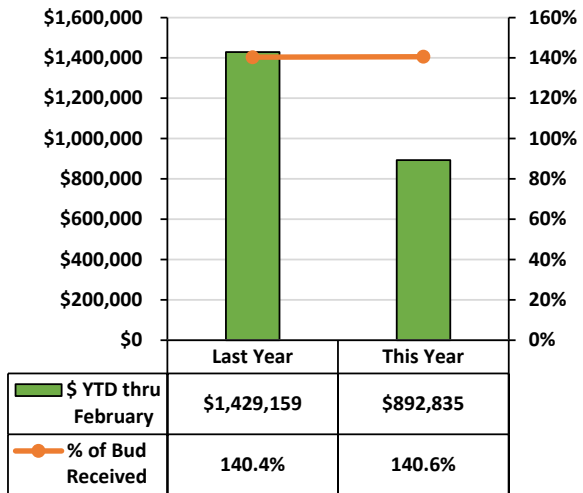
CITY OF DUARTE

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

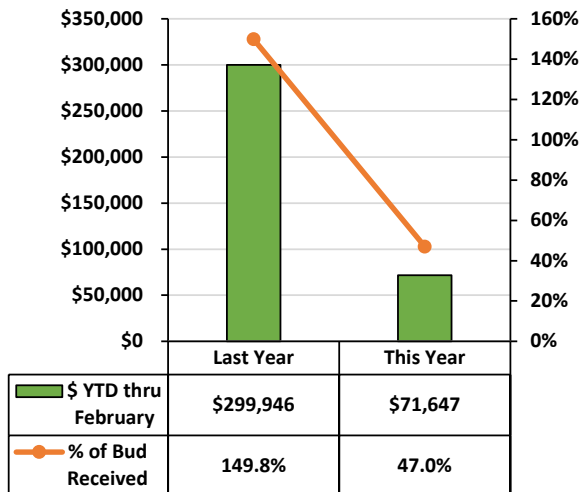
Recreation Fees



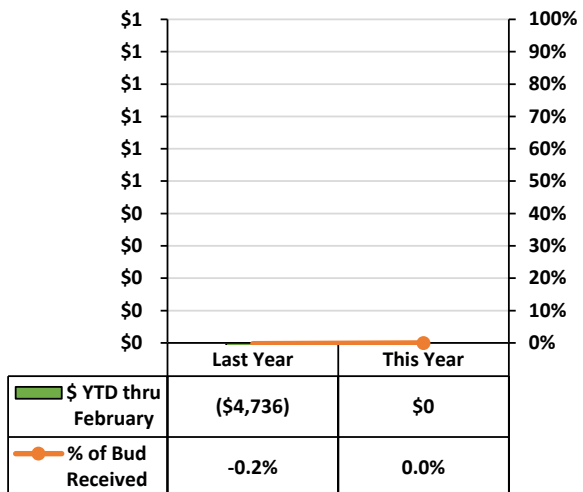
Other Service Charges



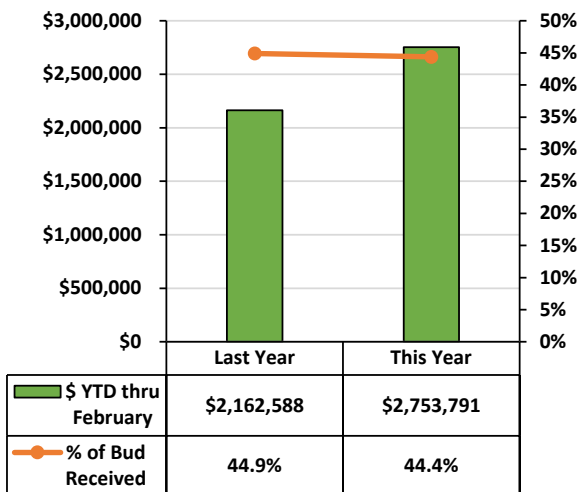
Miscellaneous



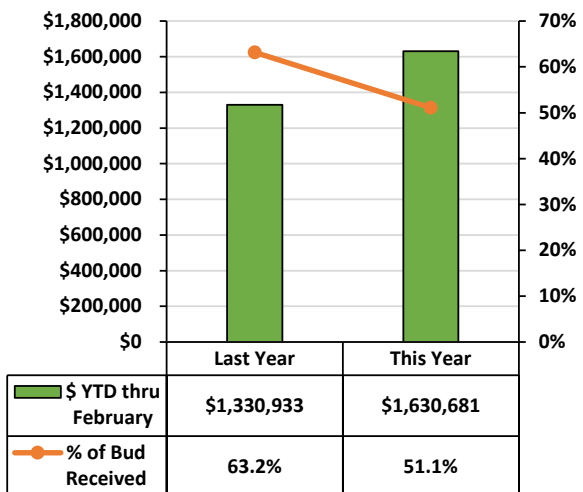
Reimbursements



Sales and Use Tax

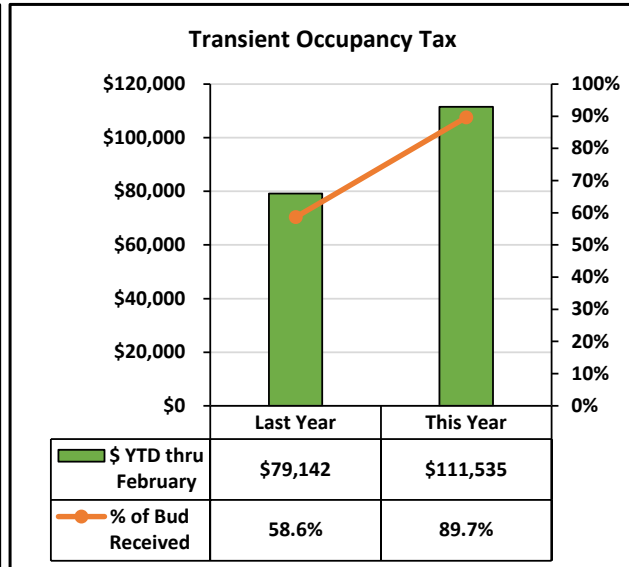
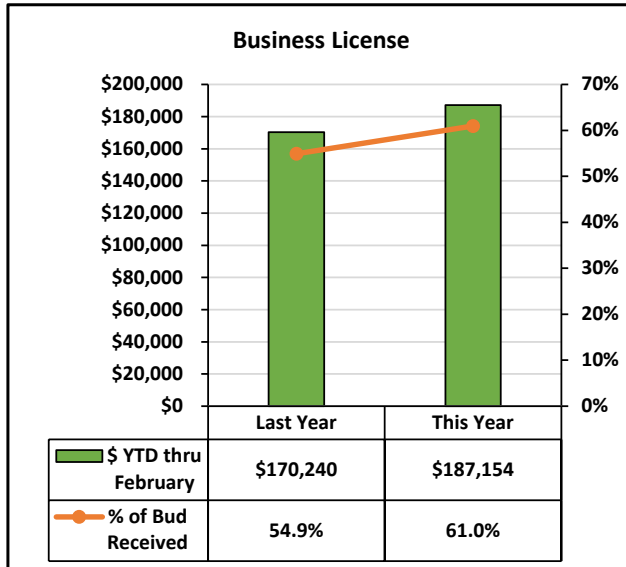
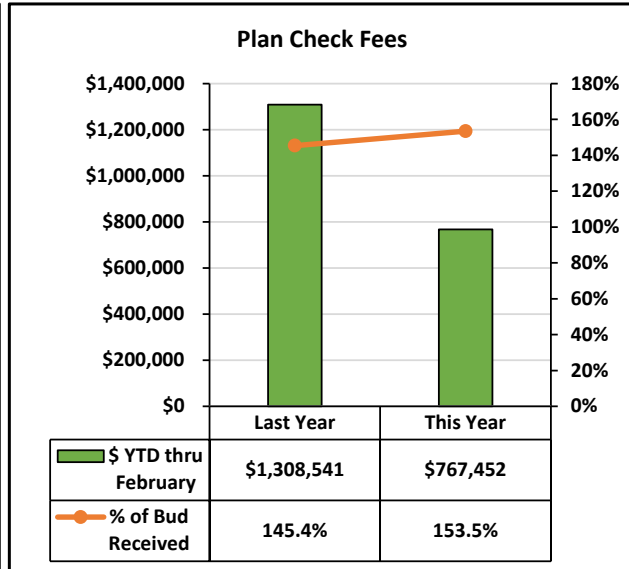
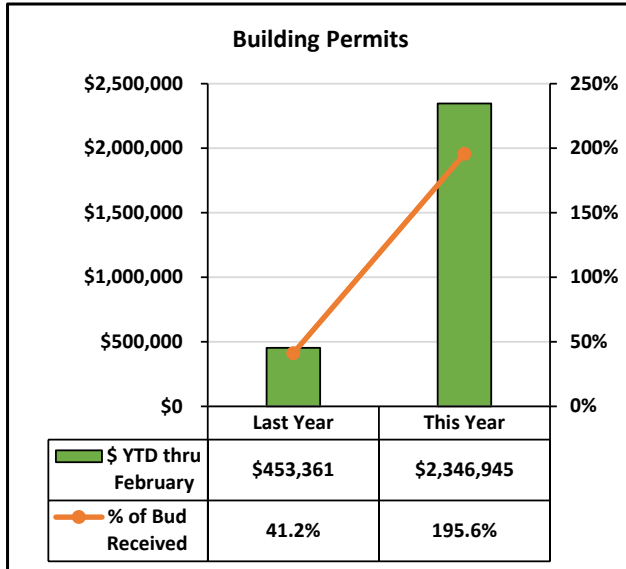
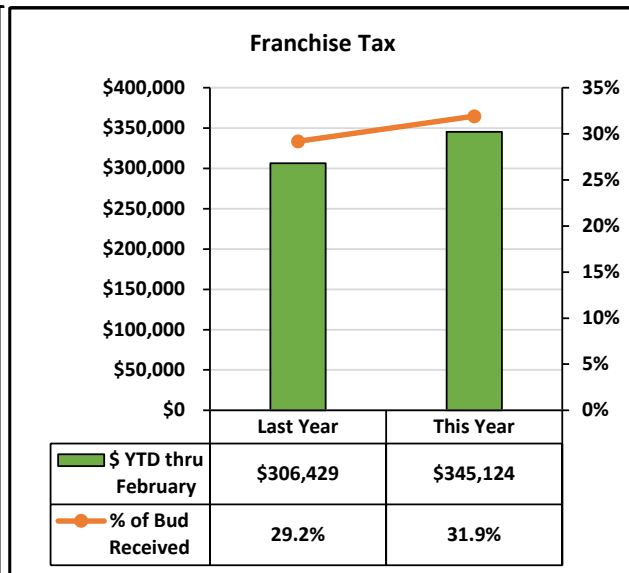
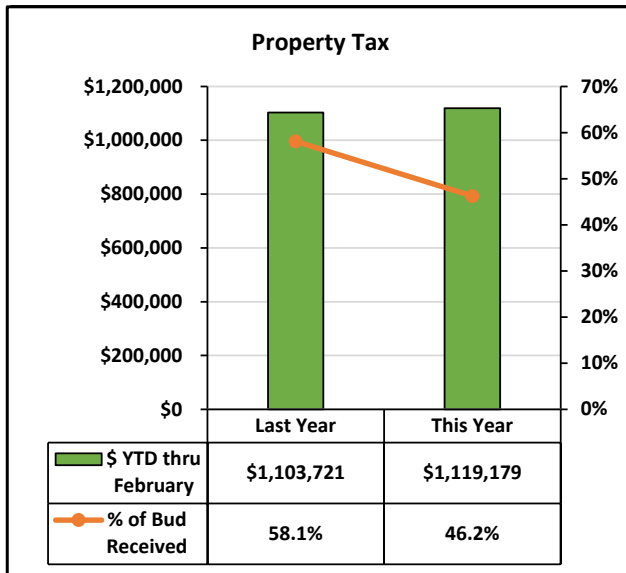


Transactions (New Sales) Tax



CITY OF DUARTE

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



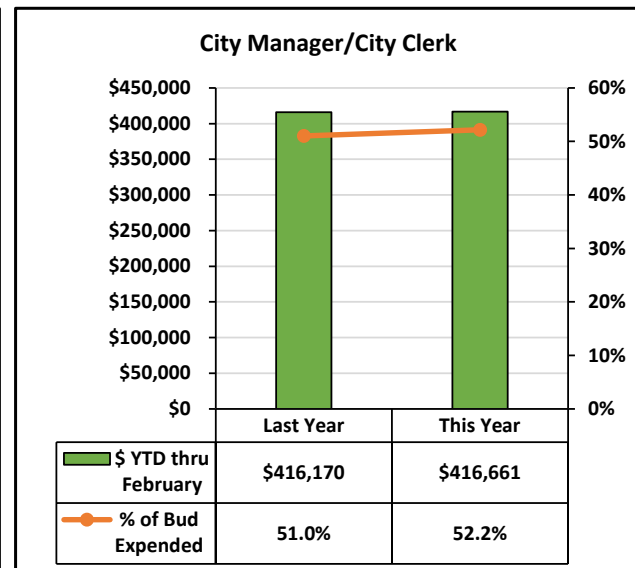
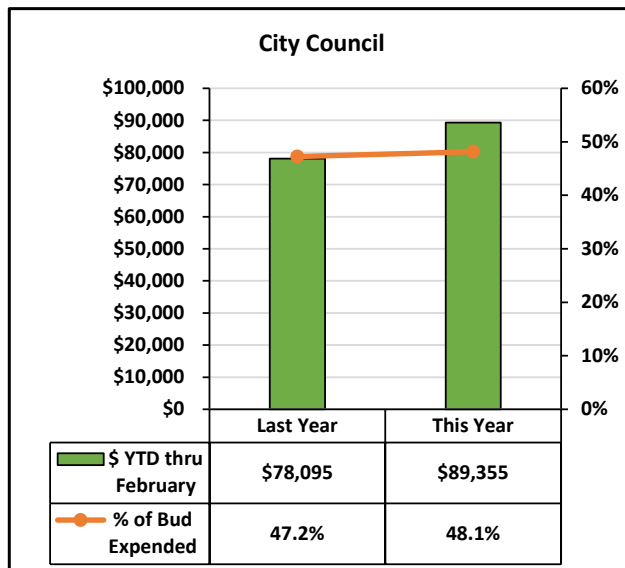
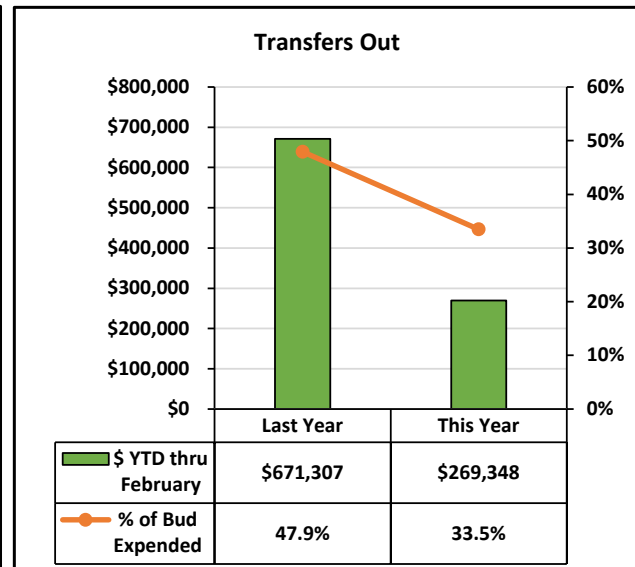
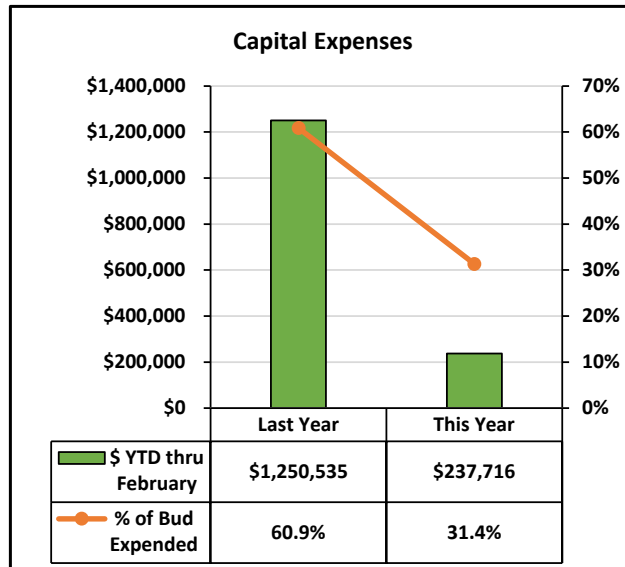
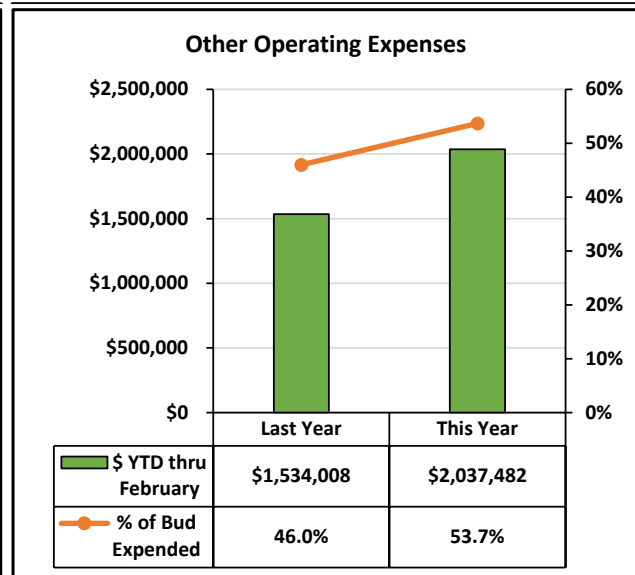
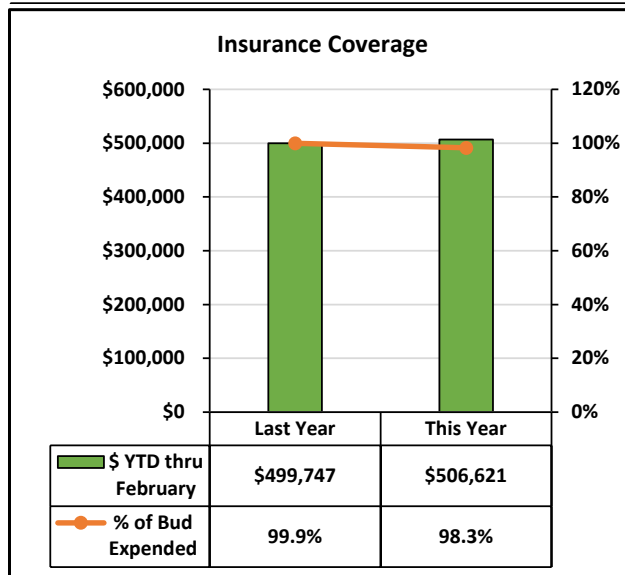
CITY OF DUARTE

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



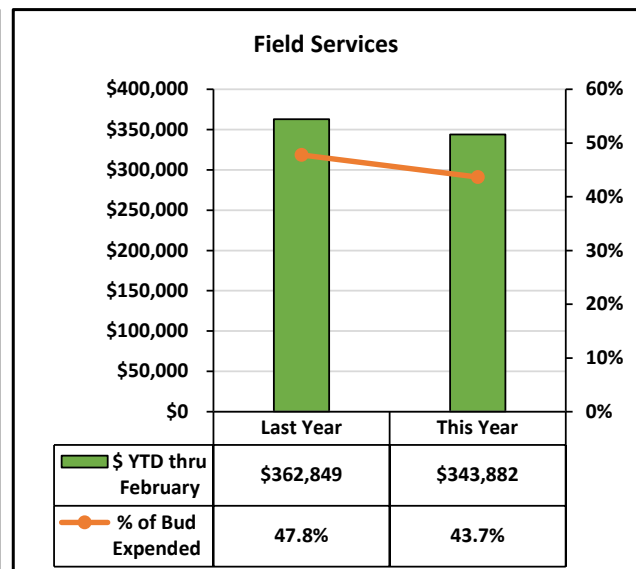
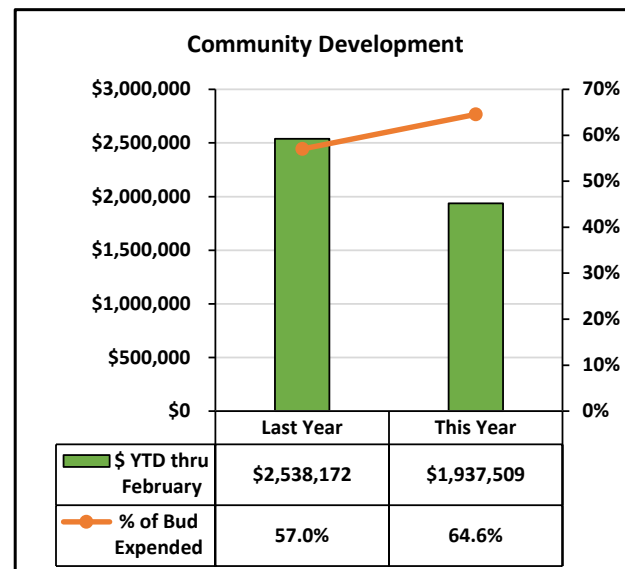
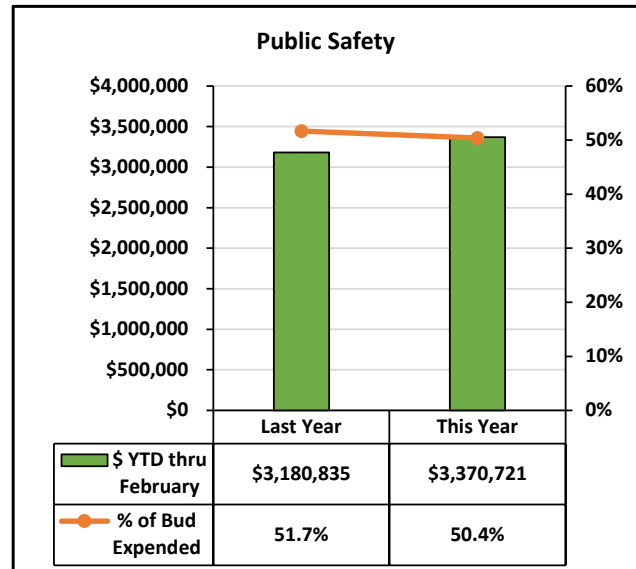
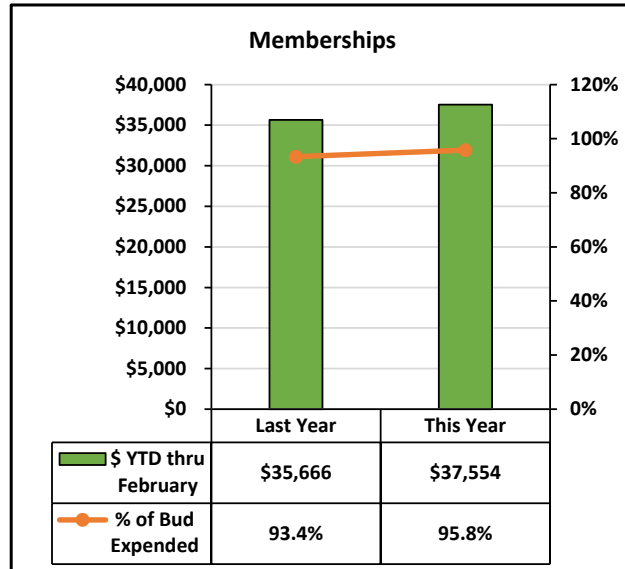
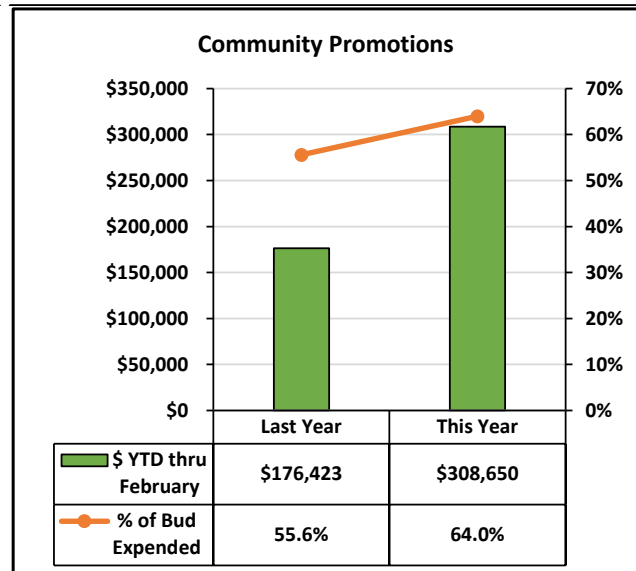
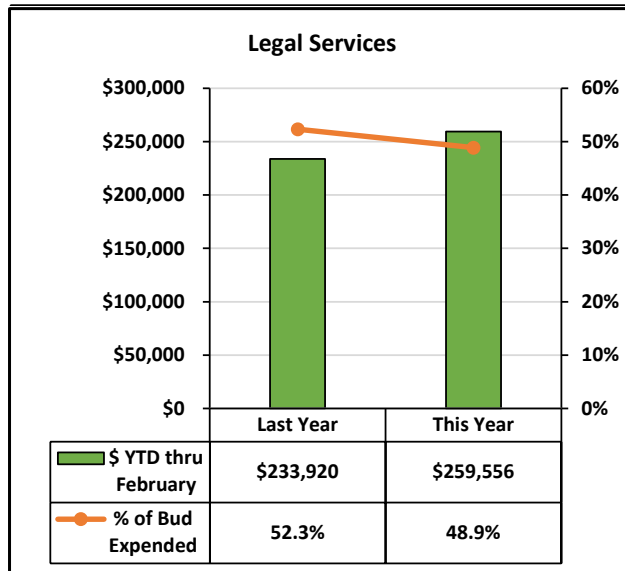
CITY OF DUARTE

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



CITY OF DUARTE

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



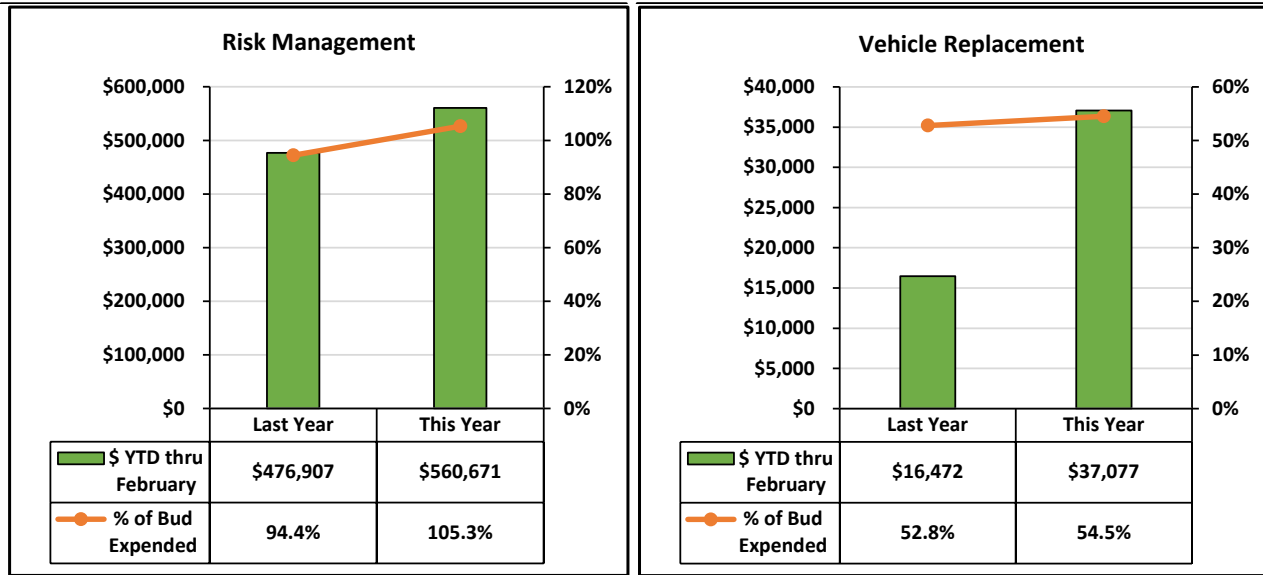
CITY OF DUARTE

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



CITY OF DUARTE

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



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	13,558,019	0	12,121,696	269,348	1,166,974	20,901,081
220	Gas Tax	2,095,465	308,784	0	365,610	0	(56,826)	2,038,639
225	SB1/RMRA	546,342	215,552	0	0	0	215,552	761,894
240	Lghtng & Lndscpng	105,278	581,377	0	657,464	0	(76,087)	29,191
260	CDBG	(36)	2,376	0	3,950	0	(1,574)	(1,610)
270	PAEG	36,139	16,371	0	13,950	0	2,421	38,560
290	Supp Law Enfrcmnt	0	161,307	0	91,725	0	69,582	69,582
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	7,125	0	11,249	0	(4,124)	126,028
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	40	0	0	0	40	67,573
440	Prop A	825,277	406,340	0	278,199	0	128,142	953,419
460	Prop C	182,526	305,193	0	224,728	0	80,465	262,991
470	Mea R	1,071,493	229,486	0	0	0	229,486	1,300,979
475	Mea M	339,987	220,271	0	48,500	0	171,771	511,758
490	Mea W	50,454	25	0	25,591	0	(25,565)	24,889
520	Town Cntr Debt Serv	262,101	89	0	151,030	0	(150,941)	111,160
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	309	0	0	0	309	528,025
620	Community Impr	776,404	321,045	48,511	259,007	0	110,549	886,953
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	1,422	0	21,429	0	(20,006)	1,999,651
681	Fmr RDA L/M Hsg	4,055,055	1,855	1,200,000	8,578	0	1,193,277	5,248,332
Total - All Funds		32,826,845	16,336,986	1,469,348	14,503,541	269,348	3,033,445	35,860,290



CITY COUNCIL REPORT

MARCH 2022

100 Years and Counting

When the Chamber last presented to the Duarte City Council, it was during a time of transition and change. The community was re-opening but had to back pedal as the pandemic situation continued to evolve. Our Executive Director, Sheryl Lefmann was retiring, and the Executive Board worked with the City Council's Ad-hoc committee to present our staffing transition plan and to ask for additional financial support from the City.

With the additional support of the City of Duarte, the Duarte Chamber of Commerce was able to celebrate it's 100-year anniversary in its first Hybrid Installation which was live streamed to the community. With a newly invigorated and committed Board of Directors, the Chamber has persevered and is looking forward to continuing to support the Duarte Community and its Membership.



Staffing

Shoshana Puccia joined the Duarte Chamber in October 2021 as our new Executive Director. She brings with her an extensive background of over two decades of marketing and tourism experience. She has held marketing positions at locations such as Santa Monica Place, Glendale Galleria, Beverly Center, and Universal Studios to name a few.

One of Shoshana's first priorities was to build a staff that would meet the needs of both the current membership as well as to prepare for the future. Ernest Govea was hired as the new Administrative Assistant in November 2021. Shortly after, through a partnership with Foothill Workforce Development Board, Anne Wilkins was made the Chamber's new Membership Coordinator.

Now fully staffed, the Chamber has been working hard to meet the needs of our membership and the community while developing a new strategic plan to launch for FY23.

Business Seminar

In August 2021, Dillon Wang led a panel business seminar called Moving Forward. The panel included Alex Cabrera, from Cabrera's Mexican Restaurant, Kelly Quezada from Lemon Drop Cookie Shop and Adam Knight from Curo Managed Print Production. They provided an informative discussion on how they navigated the challenges presented by the Pandemic and how they continue to push forward.

Communication



The Chamber launched Duarte View Live in July of 2021. Duarte View Live was created to engage the community utilizing social media platforms such as YouTube Live Streams, Facebook and Instagram. With a viewing audience of over 600 viewers, we were able to spotlight small businesses and highlight events happening in the City of Duarte. We also live streamed our Installation

Dinner in June, 2021 which allowed for a safe hybrid event during the pandemic. This platform has been an important Workforce Development tool as well. The Chamber forged a partnership with Duarte Unified School District's Creating Creators program out of MIT to give local youth an opportunity to film multiple segments of Duarte View Live.

The Chamber continued the development of the Duarte View publication as well. Even though the Chamber stopped mass physical distribution in the end of 2020, DuarteChamber.com has maintained over 10,000 views in the last year with over 1,000 repeat visits to the Duarte View web page. In November, 2021 we transitioned Duarte View to an 8.5x11 saddle stitch book format. This allowed the Chamber to produce printed copies for the public and make them available in the Chamber Office as well as other key City and Community locations. As the Chamber progresses, we will continually analyze the readership and our financial position for potential community distribution. We also recently launched a Duarte Resident membership drive. As an additional incentive to join, residents will receive a printed Duarte View in their mailboxes.

Community and Membership Support

In the last year, the Chamber of Commerce leadership have continued to work to find ways to support the community with the varying needs that have come up. We continue to find new ways to share our business members information through social media, email blasts and in-person events when safe and able. A great example of this is our latest ribbon cutting for The Galley Fish Grill – the first new business ribbon cutting in the City of Duarte since the pandemic closed businesses down in 2020.



To support the many new home-based and family run businesses, the Chamber held a Holiday Popup Boutique in December 2021. This event allowed businesses to sell goods at their tables. And in a post event survey we learned that this event also provided the businesses exposure opportunities leading continued sales weeks after the event. The event was combined with our second annual Christmas tree fundraiser and was very well attended and reviewed by the community.



PPE supplies such as masks and hand sanitizer were of course highly sought after in the last year by both businesses and the community. To assist with this, the Duarte Chamber coordinated multiple give-ways. We held a drive-through mask event in June, helped to give out Home Health Packs in January to help with the Omicron Surge and partnered with the State of California to give out KN95 masks. In total, the Chamber has coordinated giving out over 30,000 face masks at no cost to the Duarte Community in the last year.

Membership

Since June 2021, the Chamber of Commerce has continued to identify members who were unable to renew due to the challenges presented during the pandemic. Staff has worked tirelessly to maintain an overall 90.4% retention with 18 members dropped and 14 new members having been added in the last 5 months alone.

Networking

The Chamber's monthly networking breakfasts are back! While navigating the waves of Covid-19, staff have been able to safely host multiple Networking Breakfasts with guest speakers such as Dan Jordan from the City of Duarte, Julie McElrath from FWDB, Richard Nino from Burrtec, Gregory Endelman from CSArts, Barbara Gholar from the Monrovia Duarte Black Alumni Association and Dr. Gordon Amerson, Superintendent of DUSD.

The Duarte Chamber participated in the Night at the Museum Multi-Chamber Mixer in September as well as a Holiday Multi-Chamber Mega-Mixer in December. The events included 15 different Chambers, giving a regional reach to our members.

We also held a Meet and Mingle event for Shoshana in November at Santa Teresita's Good Shephard and Cristo Rey Cottage in November 2021. It was very successful and a great way for our new CEO to meet some of our community members and influencers.

On March 16, 2022, the Chamber of Commerce held a Wine and Cheese Mixer at the brand-new Huntington Apartments to welcome in the new living spaces to the City of Duarte. It was a well-attended event that allowed the community to view the new complex and network.

What's Next for the Duarte Chamber of Commerce?

Shoshana has been working hard with the staff, committees, and the Board of Directors to identify an aggressive and exciting slate of offerings for 2022 and beyond. Below is a list some of the 2022 Calendar of Events:

- Membership Drive focusing on both Business and Residential Membership (2/1 – 4/30/2022)



We would like to extend to you a **special resident deal**. Join the Duarte Chamber of Commerce as a new member and get **2 years for the price of one!** We will also waive the administrative setup fee and include a printed copy of the Duarte View mailed to your home with each issue. **Total savings of \$161!**

Good on combined with any other offer. Offer expires April 30, 2022.



We would like to extend to you a **special membership deal**. Join the Duarte Chamber of Commerce as a new business member and get **25% off!** We will also waive the administrative setup fee AND throw in a **free 1/2 page ad in the Duarte View!**

Savings are valid through 2/28/2022 so don't wait!

- Black History Month (2/1 - 2/28)
- Valentine's Day Membership Media Promotions (2/14)
- Grand Opening and Networking Mixer at The Huntington Apartments (3/16)
- Job Fair (Partnership with FWDB and City of Duarte – targeting May)

DUARTE JOB FAIR

HOSTED BY DUARTE CHAMBER AND THE CITY OF DUARTE

- Duarte Farmers Market Launch (May/June)

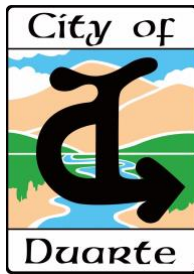


- Installation Dinner (June 6, 2022, at Westminster Gardens)



- Monthly Network Breakfast (Each Month)
- Monthly Lunch and Network (Each Month)

- Business Visits with City of Duarte (Each Quarter)
- Hispanic Heritage Month (9/16 - 10/15/22)
- Italian Heritage Month (10/1 - 10/30/22)
- Women's Business Expo (October Date TBD)
- Pop-up Holiday Boutique (12/1/22)
- Chamber Champion Christmas Tree (12/1 - 12/15/2022)



PUBLIC SAFETY STATUS REPORT March 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently down 22.33% year to date. We have noticed an uptick in catalytic convertor theft again. A Nixle will be sent out to alert our residents.
2. Special Assignment Team	The Special Assignment team is currently working on Community Outreach events and to that end we scheduled a coffee with a deputy on March 16 th and they are working on putting together a pickle ball tournament.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. We are currently servicing two female adults in this program. We paid for three roll-offs to assist a clean-up in the Azusa portion of the San Gabriel Riverbed. This program ends in May of 2022.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony assisted in completing the LAHSA homeless count on February 22.
3. Riverbed Areas	The Army Corps of Engineers and the City of Azusa conducted a clean-up in the riverbed north of Huntington Drive during the week of February 20 th . LAHSA conducted outreach to 40 homeless individuals in the area and none of them accepted services. One hundred and twenty-eight tons of trash and debris were removed

PROJECT/PROGRAM		STATUS
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers	
<u>EMERGENCY PREPAREDNESS</u>		
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.	

CITY OF DUARTE

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

TUESDAY, MARCH 8, 2022 – 7:00 P.M.

REGULAR MEETING

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 7:06 p.m.

ROLL CALL:

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

2. PLEDGE TO THE FLAG

The flag salute was led by Jade Basulto, Boyscout Troop 360.

3. ADOPTION OF THE AGENDA

Moved by Councilmember Kang, seconded by Mayor Pro-Tem Paras-Caracci and carried by the following vote of the Council to approve the adoption of the agenda.

AYES: Kang, Lewis, Schulz, Truong, Garcia, Paras-Caracci, Finlay
NOES: None
ABSTAIN: None
ABSENT: None

4. SPECIAL ITEMS

A. Parks and Recreation Update

Director of Parks and Recreation Enriquez announced upcoming community events and activities.

B. Community Development Update

Director of Community Development provided an update on current and upcoming City projects.

5. **PUBLIC HEARING**

A. Public Hearing to Receive Public Input, Discuss Draft Redistricting Maps, and Identify Focus Maps for Inclusion in the Ordinance to Adopt New District Boundaries for the Duarte City Council; and Scheduling of the Next Public Hearing

Mayor Finlay opened the Public Hearing at 7:16 p.m.

City Clerk Juarez announced that no comments were received.

Public Comment

Lino Paras addressed the Council to express his support of Draft Map 103 and opposition to Map 108.

Steve Hernandez addressed the Council to express his support of Draft Map 108.

Mayor Finlay closed the Public Hearing at 7:23 p.m.

At the request of the Council, Jeff Simonetti, NDC, discussed the differences between Draft Map 101 and Draft Map 103.

City Attorney Phan clarified that draft map must be published to the public for seven calendar days prior to the Council considering the map.

In response to a question posed by the Council, Mr. Simonetti explained that draft maps were created using the Fair Maps Act guidelines.

Mayor Pro-Tem Paras-Caracci made a motion to approve Draft Map 103, Councilmember Schulz seconded the motion.

Discussion ensued regarding Draft Map 101 and Draft Map 103.

Mayor Pro-Tem Paras-Caracci amended the motion to approve Draft Map 103 with an additional edit adding Walmart to District 7 and removing the foot area from District 7 boundaries, and Councilmember Schulz seconded the amended motion.

Mayor Pro-Tem Paras-Caracci withdrew the amended motion.

Mayor Pro-Tem Paras-Caracci made a motion to elevate Draft Map 101 with a revision which adds Walmart to District 7 and elevate Draft Map 103 with an edit adding Walmart to District 7 and removing the foot area from District 7 boundaries, and Councilmember Schulz seconded the motion.

Mayor Finlay presented a substitute motion to elevate Draft Map 108 as the final map, and Councilmember Kang seconded the motion.

Discussion ensued regarding the draft maps.

Councilmember Garcia made a substitute substitute motion to elevate Draft Map 105, the motion was seconded by Mayor Finlay.

Mayor Finlay made an amendment to the motion to elevate Draft Map 108 as a Draft Map, the friendly amendment to the motion was seconded by Councilmember Garcia.

In response to a question posed by the Council, Assistant City Attorney Phan provided information regarding the priorities of the Fair Maps Act.

All motions were withdrawn.

Moved by Councilmember Truong, seconded by Councilmember Schulz, and approved by unanimous vote of the Council to elevate Draft Map 101 with an amendment adding Walmart to District 7, elevate Draft Map 108 as is, and elevate Draft Map 105 with an amendment adding Walmart to District 7 for consideration at the next City Council meeting.

AYES: Kang, Lewis, Schulz, Truong, Garcia, Paras-Caracci, Finlay
NOES: None
ABSTAIN: None
ABSENT: None

6. SPECIAL ITEMS - CONTINUED

A. Recognition of Duarte’s Energy Efficiency Efforts from the San Gabriel Valley Council of Governments

Bob Cruz, SoCalGas, introduced new Public Affairs Manager, Lanae O’Shields who will be the new City of Duarte representative.

Jeannie Kong, SoCalGas, presented the City of Duarte with a Platinum Tier San Gabriel Valley Energy Champion Award.

B. Recognition of Bob Cruz for Years of Service to the City of Duarte

The City Council recognized Bob Cruz, SoCalGas, for the years of service that he provided to the City of Duarte and congratulated him on his promotion.

The Duarte Chamber of Commerce also recognized Bob Cruz, SoCalGas, for his work and congratulated him on his promotion.

7. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

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

Assistant to the City Manager Rocha announced upcoming City events.

Financial Services Manager Chiaromonte introduced newly hired Administrative Secretary Pedro Adame. Administrative Secretary Adame expresses his gratitude for the opportunity to work for the City of Duarte.

8. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Lino Paras suggested that the City consider making the Community Center ADA compliant.

9. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)
- B. Approval of absence(s) of City Council member(s) from the City Council meeting.
- C. Approval of minutes – February 22, 2022 Regular Meeting and February 28, 2022, Special Meeting. (CC/HA/SA/FA)
- D. Approval of warrants – March 8, 2022. (CC/HA/SA/FA)
- E. Receive and File the Community Development Status Report for March 2022.
- F. Receive and File the Parks and Recreation Department Status Report for March 2022.
- G. Adoption of Resolution No. 22-10 reauthorizing teleconferenced public meetings pursuant to Assembly Bill 361.

H. Second Reading and Adoption of Ordinance No. 907 regarding Municipal Code Amendment 2022-01 establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law (Senate Bill 9).

I. Award of contract for city attorney services to Rutan & Tucker.

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

AYES: Kang, Lewis, Schulz, Truong, Garcia, Paras-Caracci, Finlay
NOES: None
ABSTAIN: None
ABSENT: None

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - CONTINUED

None.

12. BUSINESS ITEMS

A. Co-sponsorship Request from KID-FIT Preschool Health and Fitness Organization for the KID-FIT Family Fun Run 5K on Saturday, May 21, 2022; and approval of the standard co-sponsorship package which includes the waiving of \$325 in City fees

Michele Silence, KID-FIT Preschool Health and Fitness Organization, provided information about the KID-FIT Family Fun Run 5K; requested that the City co-sponsor the event and waive fees associated with porta pottys, park usage and security; and announced competitions that would take place during the event.

Management Aide Ayala provided background on the KID-FIT Organization; described the Fun Run 5K Map; explained the standard co-sponsorship package; gave a summary of City permit fees and costs; and the fiscal impact.

Director of Public Safety Villalobos discussed street closures and personnel costs. In response to questions posed by the Council he provided information regarding the number of hours that the event will take place and street closures.

Discussion ensued regarding parking accommodations; expenses; suggested organizations for a potential partnership; event insurance; and the City's past sponsorship of the Santa Teresita Hayden Run.

City Attorney Phan clarified insurance requirements for the City; and stated that the City's logo was illegally utilized on an event flier and requested that the organizer cease and desist the use of the flier as it was not an approved use by the Council.

Public Comment

Lino Paras inquired about whether the KID-FIT organization is a 501(c)(3) organization or a for-profit organization; suggested that KID-FIT and the City of Duarte come to a compromise; and expressed his support for Ms. Silence and her company.

Mayor Pro-Tem Paras-Caracci made a motion to approve the standard co-sponsorship package that was offered to the Hayden 5K Run and Family Walk and Roll, which includes the waiving of certain City permit fees, the motion was seconded by Councilmember Kang.

Further discussion ensued regarding the event permit process.

The City Council suggested that the item be presented to the Parks and Recreation Commission for their input and ideas.

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Kang and carried by the following vote of the Council, to direct staff to place the item on the Parks and Recreation Commission agenda for discussion and place the item on the March 22, 2022 City Council meeting agenda for further discussion.

AYES: Kang, Lewis, Schulz, Truong, Garcia, Paras-Caracci, Finlay
NOES: None
ABSTAIN: None
ABSENT: None

13. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

City Manager Jordan thanked Management Aide Ayala for her presentation.

City Attorney Phan thanked the Council for approving the city attorney services contract.

Mayor Pro-Tem Paras-Caracci announced that she had a lunch meeting with a member of the Southern California Edison Federal Credit Union to help reconnect the Credit Union with the City; and inquired about when the yellow tape surrounding the Lloyd Gibbons Memorial Bike Rack would be removed.

Councilmember Schulz thanked Director of Public Safety Villalobos for his assistance with getting graffiti removed; thanked Director of Community Development Hensley for filling the potholes on Royal Oaks; expressed her appreciation of Staff and the Council; and announced that Rotary Club is sponsoring a clean-up in memory of Councilmember Bryan Urias and introducing Councilmember Garcia.

Councilmember Garcia requested that the meeting be adjourned in memory of Cecilia Velasquez and gave his condolences to her family; and invited everyone to the clean-up at Beardslee Park in memory of Councilmember Urias.

Councilmember Kang requested an update on the progress of a city app; and inquired about a beautification workshop.

Councilmember Lewis expressed his appreciation of his colleagues; and welcomed City Attorney Phan.

15. ADJOURNMENT

At 9:54 p.m. the City Council adjourned the meeting in memory of Cecilia Velasquez.

Margaret Finlay, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register by Account By Fund

Payment Dates 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7646	DUARTE CHAMBER OF COMME...	Paras-Caracci Chamber Breakfast 1903 2/16/22			20.00
100-1005-7980	U.S. BANK	DashPass 2/5/2022 - 3/5/2022 (DoorDash)	1927		9.99
100-1010-7610	VICTORIA ROCHA	Cal OES Public Info Basics Exp Reimb	1916		1,018.76
100-1010-7610	U.S. BANK	Joyce Ayala MMASC Winter Forum	1927		75.00
100-1010-7612	U.S. BANK	Pasadena Star-News Online Subscription	1927		18.00
100-1010-7612	DUARTE WOMEN'S CLUB	V. Rocha DWC Membership 4/1/22-3/31/23	217189		30.00
100-1010-7614	U.S. BANK	Redistricting Maps Transparency Film (Office Depot)	1927		44.56
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 2/2022	1919		1,110.47
100-1010-7685	FEDEX FREIGHT	Clear Caster Server From Granicus	217192		163.00
100-1010-7980	U.S. BANK	CC Dinner 1/25/22 (GrubHub)	1927		190.10
100-1010-7980	SHAFFER AWARDS	City Plaque for Robert Cruz	217210		71.18
100-1015-7682	BURKE, WILLIAMS & SORESEN...	Labor Legal 1/2022	1897		3,190.00
100-1015-7682	BURKE, WILLIAMS & SORESEN...	Labor Legal 2/2022	1897		522.50
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	1927		9.99
100-1020-7712	U.S. BANK	Hootsuite 2/2/2022 - 3/1/2022	1927		75.00
100-1020-7718	CURO MANAGED PRINT PRODU...	Spring 2022 Newsletter	217188		2,701.13
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		115.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		34.99
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 2/2022	1931		1,650.00
100-1025-7702	NATIONAL LEAGUE OF CITIES	Member Dues 4/1/2022 - 3/31/2023	217201		2,004.00
100-1205-7610	U.S. BANK	Mtg w/Boys and Girls Club 2/3/22 (Raffis Catering)	1924		81.59
100-1205-7614	U.S. BANK	Office Supplies (Target)	1924		17.08
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1920		53.34
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1920		384.11
100-1205-7615	U.S. BANK	EOC Laptop Replacement Battery (Amazon)	1924		54.01
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2022	217190		59.40
100-1205-7655	U.S. BANK	Dropbox Plus Subscription 2/4/2022 - 2/4/2023	1924		119.88
100-1205-7760	OAK PARK MOTEL SERVICES INC	Homelss Prevention & Diversion Grant	1914	202115-Outreach-Homeless Ser...	878.78
100-1205-7760	OAK PARK MOTEL SERVICES INC	Homelss Prevention & Diversion Grant	1914	202115-Outreach-Homeless Ser...	878.78
100-1205-7760	GARDEN INN & SUITES	Homeless Prevention & Diversion Grant	1905	202115-Outreach-Homeless Ser...	1,679.04
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 2/2022	217214		5,053.00
100-1205-7762	CALE AMERICA INC	WTP Fees 2/2022	1898		277.35
100-1205-7762	CALE AMERICA INC	Kiosk Repair Battery Replacement	1898		175.00
100-1205-7779	U.S. BANK	Office Help Lunch 2/23/22 (The Habit Burger)	1924		45.81
100-1205-7779	U.S. BANK	Youth Office Help Lunch 2/15/22 (Boba Tea Lounge)	1924		45.73

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	Youth Workout Tuesday Lunch 2/8/22 (Subway)	1924		25.40
100-1205-7779	U.S. BANK	Youth Office Help Dinner 1/25/22 (In N Out Burger)	1924		28.74
100-1205-7779	U.S. BANK	DUSD Outreach Day 2/9/22 (Sweet Basil Pizza)	1924		120.00
100-1205-7779	U.S. BANK	DART Book Store Trip 1/28/22 Dinner (Chick-fil-A)	1924		97.74
100-1205-7779	U.S. BANK	Office Water (Target)	1924		13.17
100-1205-7779	U.S. BANK	Paint Night Snacks 2/15/22 (Smart & Final)	1924		46.14
100-1205-7779	U.S. BANK	Mt Olive Inovation/Technology Outreach (S B Pizza)	1924		30.00
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910		406,860.22
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910	202119-Exp-Tobacco Grant SRO...	1,465.00
100-1205-7787	MVP, LLC	Public Safety Lease	1913		12,431.28
100-1205-7980	POST ALARM SYSTEMS	Public Safety Alarm Service Call	1915		182.33
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	217200	202211/1205-7980-Live Scan/A...	615.00
100-1205-7980	U.S. BANK	DART Book Store Trip Parking 1/28/22 (LAZ Pkg)	1924	202211/1205-7980-Live Scan/A...	11.00
100-1205-7980	U.S. BANK	Code Enforcement Case (Rub Maps)	1924		19.95
100-1205-7980	U.S. BANK	DART Book Store Trip Books (Barnes & Noble)	1924	202211/1205-7980-Live Scan/A...	176.80
100-1205-7980	U.S. BANK	Office Supplies (Target)	1924		65.21
100-1205-7980	U.S. BANK	1307 Bloomdale Warrant Food 2/22/22 (Taisho)	1924		145.75
100-1205-7980	U.S. BANK	Adobe Acrobat Pro 2/1/2022 - 2/28/2022	1924		14.99
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 2/2022	1902	202211/1205-7980-Live Scan/A...	138.00
100-1405-7610	U.S. BANK	Interview Panel-Coffee/Pastries 2/1 (Starbucks)	1923		37.45
100-1405-7610	U.S. BANK	Interview Panel Lunch-Asst Engineer (Cafe Mundial)	1923		162.71
100-1405-7610	U.S. BANK	Interview Panel Lunch-Bldg Permit Tech (Mikomi)	1923		175.12
100-1405-7610	U.S. BANK	Interview Panel Coffee/Pastries 1/26 (Coffee Bean)	1923		34.75
100-1405-7612	U.S. BANK	Lg Data File Transfer (Hightail)	1923		15.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		101.94
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	217217		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	217218		50.00
100-1405-7690	DANNY RAMIREZ	Planning Commission Meeting	217205		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	1906		50.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2022 - 4/1/2022	BD22-0571		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2022 - 4/1/2022	BD22-0572		299.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 PS&E Engineering 1/2022	217208	202118-ATP Cycle 4-Professiona..	2,622.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 1/2022	217208		1,480.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 1/2022	217208		2,480.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 1/2022	217208		1,400.00
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement PS&E 1/2022	217208	202102-Cap Improv-CH CDBG ...	160.00
100-1410-7610	U.S. BANK	Gerard Batista 2/2022 PAPA Temecula Conference	1923		200.00
100-1410-7610	U.S. BANK	Field Srvcs (5) MSA Training/Lunch 2/7/2022	1923		129.38
100-1410-7610	U.S. BANK	Lamberto Flores 2/2022 PAPA Temecula Conference	1923		200.00

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7612	U.S. BANK	Sean McBride 2022 PAPA Membership	1923		50.00
100-1410-7612	U.S. BANK	Lamberto Flores 2022 PAPA Membership	1923		50.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 PAPA Membership	1923		50.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 CWEA Membership	1923		192.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 ISA Membership	1923		185.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Compactor Rental	217211		90.31
100-1410-7650	AUTOZONE	Vehicle #2 Auxiliary Lightbulbs	217179		13.63
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/10/22	1921		145.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Printer Paper	1921		50.88
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 2/2022	217177		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 2/2022	217177		61.00
100-1410-7887	BROCKS SAW & MOWER	Equipment Repairs	217181		264.42
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		1,430.00
100-1605-7610	U.S. BANK	Alberto Castaneda-Salazar CPRS Conf Transfer Fee	1926		50.00
100-1605-7612	U.S. BANK	Alberto Castaneda-Salazar CPRS Membership	1926		170.00
100-1605-7614	U.S. BANK	Storage Bags (Amazon)	1926		33.24
100-1605-7614	U.S. BANK	Laptop Case Cover (Etsy.com)	1926		56.05
100-1605-7614	U.S. BANK	Mailing Boxes/Business Card Holder (Staples)	1926		22.41
100-1605-7614	U.S. BANK	Disposable Cutlery (Amazon)	1926		23.03
100-1605-7693	U.S. BANK	Mayors Youth Council Dinner 2/7/22 (Pizza Hut)	1926		98.03
100-1605-7730	HOLIDAY GOO INC	Plastic Eggs (3 Rec Programs)	217195		559.48
100-1605-7733	CAPITAL ONE	SC Volunteer Dinner Supplies	BD22-0574		7.78
100-1605-7733	U.S. BANK	Netflix-SC 2/12/22 - 3/11/22	1925		8.99
100-1605-7733	U.S. BANK	SC Great Decision Briefing Book (FPA.org)	1926		40.69
100-1605-7733	U.S. BANK	SC Sweethearts Dinner Straws (Amazon)	1926		7.70
100-1605-7733	U.S. BANK	SC Bingo Gift Cards-Kaiser Donation (Amazon)	1926		340.00
100-1605-7733	U.S. BANK	SC Paint Brushes/Paint/Rocks (Amazon)	1926		90.81
100-1605-7733	U.S. BANK	SC Bingo Cards (Amazon)	1926		82.35
100-1605-7733	U.S. BANK	SC Sweethearts Dinner Flowers (Quality Wholesale)	1926		144.00
100-1605-7733	CURO MANAGED PRINT PRODU...	March-April Sr Ctr Newsletter	217188		441.00
100-1605-7733	CURO MANAGED PRINT PRODU...	March-April Sr Ctr Newsletter	217188		264.60
100-1605-7733	SMART & FINAL	SC Chair Volleyball Supplies	1918		24.98
100-1605-7735	U.S. BANK	Netflix-TC 2/12/22 - 3/11/22	1925		9.00
100-1605-7735	U.S. BANK	TC Boys Night Out Bowling (Round1)	1926		344.76
100-1605-7735	U.S. BANK	TC Girls Night Out Excursion (Funbox Arcadia)	1926		288.00
100-1605-7735	U.S. BANK	TC Arts & Craft Supplies (Amazon)	1926		181.23
100-1605-7735	U.S. BANK	Craft Paint (Blick Art Material)	1926		172.95
100-1605-7735	U.S. BANK	TC Martin Luther King Jr Event Gift Cards (Target)	1926		194.00
100-1605-7735	U.S. BANK	TC Girls Night Out Dinner (Little Caesars)	1926		40.11
100-1605-7735	U.S. BANK	TC Martin Luther King Jr Event Supplies (Target)	1926		18.45

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7735	U.S. BANK	TC Super Bowl Celebration Party (Little Caesars)	1926		144.46
100-1605-7735	ANDREA IBARRA	Youthworks Internship Program	217196		100.00
100-1605-7735	ARKIN VALDEZ	Youthworks Internship Program	217216		100.00
100-1605-7735	VICTORIA RAMIREZ	Youthworks Internship Program	217206		100.00
100-1605-7735	ANGELA LIUZENG	Youthworks Internship Program	217198		100.00
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD22-0574		98.85
100-1605-7739	U.S. BANK	Notepads (Next Day Flyers)	1926		184.61
100-1605-7739	CURO MANAGED PRINT PRODU...	Street & Park Banners	217188		1,087.13
100-1605-7739	CURO MANAGED PRINT PRODU...	Hand Sanitizing Station Sticks	217188		33.08
100-1605-7745	U.S. BANK	Patricio Manuel USA Boxing Membership	1926		118.00
100-1605-7980	U.S. BANK	Dept Staff Breakfast 2/14/22 (DoorDash-IHOP)	1926		101.67
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	217193		176.87
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217204		300.85
100-1610-7618	U.S. BANK	FC Supervisor Office Desk (Vari)	1926		961.92
100-1610-7618	SMART & FINAL	SC Coffee Supplies	1918		93.75
100-1610-7618	MAINTEX INC	Janitorial Supplies	1911		2,183.57
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		29.08
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		83.26
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		27.95
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		27.95
100-1610-7652	CHARLES R SIMPSON	Lena Valenzuela Park Fence Repairs	217212		525.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 2/2022	1930		65.40
100-1610-7652	POST ALARM SYSTEMS	City Yard Alarm/Camera Service Call	1915		272.33
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 4/1/22 - 4/30/22	1915		169.94
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 2/2022	217182		1,950.00
100-1610-7652	MUSCO SPORTS LIGHTING LLC	Control Links Service Fee 4/2022 - 4/2023	1912		1,425.00
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		29.50
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Sewer Maintenance	217178		150.00
100-1610-7652	ALBERTOS PLUMBING	Town Ctr Sewer Maint/Annual Jetter Maint	217178		650.00
100-1610-7652	ALBERTOS PLUMBING	Fitness Ctr Shower Valve Repair	217178		345.00
100-1610-7652	ALBERTOS PLUMBING	City Hall Old Drinking Fountain Removal	217178		575.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 2/2022	1904		139.00
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 3/2022	1908		1,673.09
100-1805-7610	U.S. BANK	Lunch w/New Admin Secretary (Sena on Myrtle)	1925		40.18
100-1805-7614	U.S. BANK	Office Supplies (Smart & Final)	1925		9.99
100-1805-7965	HINDERLITER, DE LLAMAS & AS...	Sales Tax Audit Q3 2021	217194		1,802.25

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1805-7980	U.S. BANK	Staff Meeting Food 2/10/22 (T Burgers)	1925		86.69
100-1805-7980	U.S. BANK	Microsoft 365 1/27/22 - 2/26/22	1925		12.00
100-1810-7611	U.S. BANK	CPR Training Drinks/Supplies (DoorDash-S&F)	1927		62.91
100-1810-7611	U.S. BANK	CPR Training Lunch 2/1/22 (Panera Bread)	1925		287.10
100-1810-7611	U.S. BANK	CPR Training Lunch 2/2/22 (Panera Bread)	1925		264.93
100-1810-7611	SMART & FINAL	CPR Training Drinks/Plates/Etc	1918		31.92
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 2/2022	1899		96.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 2/2022	1902		92.00
100-1810-7673	OCCUPATIONAL HEALTH CENTE...	DOT Physical	217202		113.50
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services 2/22/22	217199		90.00
100-1815-7632	U.S. BANK	Finance Webiner 2/7/22 - 3/6/22 (Zoom)	1925		80.00
100-1815-7632	U.S. BANK	accessduarte.info Renewal 1 Yr (Network Solutions)	1925		74.97
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		452.85
100-1815-7632	U.S. BANK	AcroPro 2/8/22 - 2/12/22 (Adobe)	1925		3.03
100-1815-7632	U.S. BANK	AcroPro 2/22/22 - 3/12/22 (Adobe)	1925		10.82
100-1815-7632	U.S. BANK	Creative Cloud 1/25/22 - 2/12/22 (Adobe)	1925		22.90
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/22 - 2/28/22	BD22-0573		988.70
100-1815-7820	TYLER TECHNOLOGIES INC	Business License Module 4/1/2022 - 3/31/2023	217215		1,350.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 4/2022	1922		553.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 4/2022	1922		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 4/2022	1922		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	SW Wan w/VELO Cloud Connect 4/2022	1922		567.60
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Mailbox Updates	1922		120.00
100-1815-7830	U.S. BANK	SC Elevator 911 1/10/22 - 2/9/22 (Vonage)	1925		23.02
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage-1723 Huntington Dr	1900	DMGE069-1723 Hunt-Light Pole...	15,900.00
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	1920		185.17
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	1920		286.62
100-1825-7626	U.S. BANK	Amazon Business Prime Renewal 1 Yr	1925		550.15
100-1825-7626	FEDEX	Document Delivery	217191		25.42
100-1825-7631	CANON SOLUTIONS AMERICA I...	FC Printer Maintenance 11/30/21 - 2/27/22	217184		17.53
100-1825-7631	CANON SOLUTIONS AMERICA I...	CMD Printer Maintenance 11/30/21 - 2/27/22	217184		23.75
100-1825-7782	US BANK	Refunding Escrow Agent Fee 12/1/21 - 11/30/22	1928		750.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180	250016-Oper of Acq Prop-1229 ...	41.67
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 2/23/2022	217203		58.00
100-2120	ARLENE ROBLES	Pool Rental Deposit Refund	217209		200.00
100-2120	JACQUELINE CAMPOS	CC Rental Deposit Refund	217183		500.00
100-2124	MICHAEL JOHNSON	Gazebo Rental Deposit Refund	217197		50.00
100-2126	CHEN & HAN INVESTMENT LLC	Const/Demo Deposit Refund (2137 Hunt Dr)	217185		15,981.50

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-2126	ROBERT REED	Const/Demo Deposit Refund (Pmt #2021-574)	217207		500.00
100-5004	CHEN & HAN INVESTMENT LLC	Adminstrative Fee (2137 Hunt Dr)	217185		-125.00
100-5004	ROBERT REED	Administrative Fee (Pmt #2021-574)	217207		-125.00
Fund 100 - GENERAL FUND Total:					519,098.54
Fund: 220 - GAS TAX FUN					
220-2210-7813	JCL TRAFFIC SERVICES	No Parking Signs	1909		335.18
220-2225-7980	SIEMENS MOBILITY INC	Mt Olive/Hunt Dr TS Backplate Improvements	1917		2,102.66
Fund 220 - GAS TAX FUN Total:					2,437.84
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Repairs 1/2022	217187		1,475.87
240-2410-7663	COUNTY OF LOS ANGELES AGRI...	Turf Median Gopher Control 1/2022	217186		382.28
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Royal Oaks Trail Planter Repairs	217213		51.85
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Supplies	217213		411.23
240-2410-7909	WEST COAST ARBORISTS INC	Residential Tree Stump Removal	1929		582.60
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		400.00
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Ctr Sweeping 2/2022	217177		784.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		500.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					24,323.90
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910		11,650.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,650.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2022	217190		16.20
Fund 440 - PROPOSITION A TRANSIT FUND Total:					16.20

Council Warrant Register by Account

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	AUTOZONE	Yard Supplies	217179		59.40
Fund 460 - PROPOSITION C TRANSIT FUND Total:					59.40
Grand Total:					557,585.88

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	519,098.54
220 - GAS TAX FUN	2,437.84
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	24,323.90
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,650.00
440 - PROPOSITION A TRANSIT FUND	16.20
460 - PROPOSITION C TRANSIT FUND	59.40
Grand Total:	557,585.88

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7646	Travel & Exp - Paras	20.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	1,093.76
100-1010-7612	Publications and Dues	48.00
100-1010-7614	Office Supplies	44.56
100-1010-7670	Legal Notices	1,110.47
100-1010-7685	Content Delivery, Network..	163.00
100-1010-7980	Other Expenses	261.28
100-1015-7682	Labor Counsel Legal	3,712.50
100-1020-7712	Community Information (...)	84.99
100-1020-7718	City Newsletter	2,701.13
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	1,684.99
100-1025-7702	Natn'L League Of Cities	2,004.00
100-1205-7610	Travel, Mtgs & Conf	81.59
100-1205-7614	Office Supplies	454.53
100-1205-7615	Emergency Supplies	54.01
100-1205-7650	Vehicle Maintenance	59.40
100-1205-7655	Emergency Services	119.88
100-1205-7760	Homeless Outreach Progr...	3,436.60
100-1205-7761	Parking Ticket Collect	5,053.00
100-1205-7762	Parking Pass Kiosk Costs	452.35
100-1205-7779	Youth Programs	452.73
100-1205-7781	Contract Law Enforcement	408,325.22
100-1205-7787	Public Safety Cntr Lease	12,431.28
100-1205-7980	Other Expenses	1,369.03
100-1405-7610	Travel, Mtgs & Conf	410.03
100-1405-7612	Publications and Dues	117.93
100-1405-7690	Planning Commission	200.00
100-1405-7800	Building Department Serv...	618.00
100-1405-7965	Professional Services	2,622.50
100-1405-7969	City Engineer	5,360.00
100-1405-8100	Other Capital Improvemnts	160.00
100-1410-7610	Travel, Mtgs & Conf	529.38
100-1410-7612	Publications and Dues	527.00
100-1410-7630	Equipment Rentals	90.31
100-1410-7650	Vehicle Maintenance	13.63
100-1410-7656	Emergency Generator	195.88
100-1410-7810	Street Sweeping	122.00
100-1410-7887	Repairs & Replacements	264.42
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	50.00
100-1605-7612	Publications and Dues	170.00
100-1605-7614	Office Supplies	134.73
100-1605-7693	Youth Council	98.03
100-1605-7730	Special Events	559.48
100-1605-7733	Senior Center	1,452.90

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	1,891.81
100-1605-7739	Publicity	1,304.82
100-1605-7745	Boxing Program	118.00
100-1605-7980	Other Expenses	101.67
100-1610-7617	Pool Chemicals	477.72
100-1610-7618	Building Supplies	3,239.24
100-1610-7636	Uniforms	168.24
100-1610-7652	Building Maint Services	8,255.46
100-1805-7610	Travel, Mtgs & Conf	40.18
100-1805-7614	Office Supplies	9.99
100-1805-7965	Professional Services	1,802.25
100-1805-7980	Other Expenses	98.69
100-1810-7611	Training	646.86
100-1810-7660	Other Services	188.00
100-1810-7673	Physical Exams	113.50
100-1810-7980	Other Expenses	90.00
100-1815-7632	Software Maintenance	1,633.27
100-1815-7820	Finance System Support	1,350.00
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	1,726.52
100-1820-7771	Repair Of City Property	15,900.00
100-1825-7613	Duplications And Photos	471.79
100-1825-7626	Postage	575.57
100-1825-7631	Equipment Maintenance	41.28
100-1825-7782	Admin Support of SA	750.00
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.00
100-2120	Refundable Deposits	700.00
100-2124	Gazebo Refundable Depos...	50.00
100-2126	Construction and Demolit...	16,481.50
100-5004	Other Revenue	-250.00
220-2210-7813	Regulatory Signs	335.18
220-2225-7980	Other Expenses	2,102.66
240-2405-7890	Repairs-Traffic Signal	1,475.87
240-2410-7663	Other Serv-Medians	382.28
240-2410-7888	Repairs-Citywide	463.08
240-2410-7909	Tree Trim-Residential	582.60
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	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
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	180.00
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
290-2905-7781	Contract Law Enforcement	11,650.00
440-4405-7650	Vehicle Maintenance	16.20
460-4605-7650	Vehicle Maintenance	59.40
Grand Total:		557,585.88

Project Account Summary

Project Account Key	Payment Amount
None	533,019.31
202102-Cap Improv-CH CDBG ADA Improvement	160.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	3,436.60
202118-ATP Cycle 4-Professional Svcs	2,622.50
202119-Exp-Tobacco Grant SRO/Deputy-DOJ	1,465.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	940.80
250016-Oper of Acq Prop-1229 Pops Road	41.67
DMGE069-1723 Hunt-Light Pole Down near Ctr Median	15,900.00
Grand Total:	557,585.88



City of Duarte

Council Warrant Register by Vendor

By Fund

Payment Dates 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 2/2022	217177		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 2/2022	217177		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Sewer Maintenance	217178		150.00
100-1610-7652	ALBERTOS PLUMBING	Town Ctr Sewer Maint/Annual Jetter Maint	217178		650.00
100-1610-7652	ALBERTOS PLUMBING	Fitness Ctr Shower Valve Repair	217178		345.00
100-1610-7652	ALBERTOS PLUMBING	City Hall Old Drinking Fountain Removal	217178		575.00
Vendor 5561 - ALBERTOS PLUMBING Total:					1,720.00
Vendor: 6353 - ANDREA IBARRA					
100-1605-7735	ANDREA IBARRA	Youthworks Internship Program	217196		100.00
Vendor 6353 - ANDREA IBARRA Total:					100.00
Vendor: 6298 - ANDREW MACMANUS					
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	217200	202211/1205-7980-Live Scan/A...	615.00
Vendor 6298 - ANDREW MACMANUS Total:					615.00
Vendor: 6251 - ANGELA LIUZENG					
100-1605-7735	ANGELA LIUZENG	Youthworks Internship Program	217198		100.00
Vendor 6251 - ANGELA LIUZENG Total:					100.00
Vendor: 6351 - ARKIN VALDEZ					
100-1605-7735	ARKIN VALDEZ	Youthworks Internship Program	217216		100.00
Vendor 6351 - ARKIN VALDEZ Total:					100.00
Vendor: T4424 - ARLENE ROBLES					
100-2120	ARLENE ROBLES	Pool Rental Deposit Refund	217209		200.00
Vendor T4424 - ARLENE ROBLES Total:					200.00
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Vehicle #2 Auxiliary Lightbulbs	217179		13.63
Vendor 1491 - AUTOZONE Total:					13.63
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180	250016-Oper of Acq Prop-1229 ...	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67
Vendor: 4679 - BROCKS SAW & MOWER					
100-1410-7887	BROCKS SAW & MOWER	Equipment Repairs	217181		264.42
Vendor 4679 - BROCKS SAW & MOWER Total:					264.42
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 1/2022	1897		3,190.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 2/2022	1897		522.50
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					3,712.50
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 2/2022	1898		277.35

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7762	CALE AMERICA INC	Kiosk Repair Battery Replacement	1898		175.00
Vendor 5559 - CALE AMERICA INC Total:					452.35
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 2/2022	217182		1,950.00
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					1,950.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 2/2022	1899		96.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					96.00
Vendor: 5869 - CALIFORNIA STREET LIGHTING					
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage-1723 Huntington Dr	1900	DMGE069-1723 Hunt-Light Pole...	15,900.00
Vendor 5869 - CALIFORNIA STREET LIGHTING Total:					15,900.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA I...	FC Printer Maintenance 11/30/21 - 2/27/22	217184		17.53
100-1825-7631	CANON SOLUTIONS AMERICA I...	CMD Printer Maintenance 11/30/21 - 2/27/22	217184		23.75
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					41.28
Vendor: 6229 - CAPITAL ONE					
100-1605-7733	CAPITAL ONE	SC Volunteer Dinner Supplies	BD22-0574		7.78
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD22-0574		98.85
Vendor 6229 - CAPITAL ONE Total:					106.63
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Lena Valenzuela Park Fence Repairs	217212		525.00
Vendor 2025 - CHARLES R SIMPSON Total:					525.00
Vendor: T4470 - CHEN & HAN INVESTMENT LLC					
100-2126	CHEN & HAN INVESTMENT LLC	Const/Demo Deposit Refund (2137 Hunt Dr)	217185		15,981.50
100-5004	CHEN & HAN INVESTMENT LLC	Adminstrative Fee (2137 Hunt Dr)	217185		-125.00
Vendor T4470 - CHEN & HAN INVESTMENT LLC Total:					15,856.50
Vendor: 5938 - CHRISTINA HEANY					
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	1906		50.00
Vendor 5938 - CHRISTINA HEANY Total:					50.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		83.26
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		29.50
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		27.95
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1901		27.95
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1901		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					222.34
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 2/2022	1902	202211/1205-7980-Live Scan/A...	138.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 2/2022	1902		92.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					230.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1020-7718	CURO MANAGED PRINT PRODU...	Spring 2022 Newsletter	217188		2,701.13
100-1605-7733	CURO MANAGED PRINT PRODU...	March-April Sr Ctr Newsletter	217188		441.00
100-1605-7733	CURO MANAGED PRINT PRODU...	March-April Sr Ctr Newsletter	217188		264.60
100-1605-7739	CURO MANAGED PRINT PRODU...	Street & Park Banners	217188		1,087.13

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7739	CURO MANAGED PRINT PRODU...	Hand Sanitizing Station Sticks	217188		33.08
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					4,526.94
Vendor: 6228 - DANNY RAMIREZ					
100-1405-7690	DANNY RAMIREZ	Planning Commission Meeting	217205		50.00
Vendor 6228 - DANNY RAMIREZ Total:					50.00
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1005-7646	DUARTE CHAMBER OF COMME...	Paras-Caracci Chamber Breakfast 1903 2/16/22			20.00
Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:					20.00
Vendor: 5191 - DUARTE WOMEN'S CLUB					
100-1010-7612	DUARTE WOMEN'S CLUB	V. Rocha DWC Membership 4/1/22-3/31/23	217189		30.00
Vendor 5191 - DUARTE WOMEN'S CLUB Total:					30.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 2/2022	1904		139.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					139.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2022	217190		59.40
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					59.40
Vendor: 6358 - FEDEX FREIGHT					
100-1010-7685	FEDEX FREIGHT	Clear Caster Server From Granicus	217192		163.00
Vendor 6358 - FEDEX FREIGHT Total:					163.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	217191		25.42
Vendor 0087 - FEDEX Total:					25.42
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	217193		176.87
Vendor 4690 - FULLER ENGINEERING INC Total:					176.87
Vendor: 6227 - GARDEN INN & SUITES					
100-1205-7760	GARDEN INN & SUITES	Homeless Prevention & Diversion Grant	1905	202115-Outreach-Homeless Ser...	1,679.04
Vendor 6227 - GARDEN INN & SUITES Total:					1,679.04
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/22 - 2/28/22	BD22-0573		988.70
Vendor 6181 - GOOGLE LLC Total:					988.70
Vendor: 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES					
100-1805-7965	HINDERLITER, DE LLAMAS & AS...	Sales Tax Audit Q3 2021	217194		1,802.25
Vendor 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:					1,802.25
Vendor: 4936 - HOLIDAY GOO INC					
100-1605-7730	HOLIDAY GOO INC	Plastic Eggs (3 Rec Programs)	217195		559.48
Vendor 4936 - HOLIDAY GOO INC Total:					559.48
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 3/2022	1908		1,673.09
Vendor 6309 - INX BUILDING MAINTENANCE Total:					1,673.09
Vendor: T3673 - JACQUELINE CAMPOS					
100-2120	JACQUELINE CAMPOS	CC Rental Deposit Refund	217183		500.00
Vendor T3673 - JACQUELINE CAMPOS Total:					500.00
Vendor: 1927 - LEVON YOTNAKHPARIAN					
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 2/2022	1931		1,650.00
Vendor 1927 - LEVON YOTNAKHPARIAN Total:					1,650.00

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2022 - 4/1/2022	BD22-0571		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2022 - 4/1/2022	BD22-0572		299.00
Vendor 5761 - LIFE STORAGE #530 Total:					618.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910		406,860.22
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910	202119-Exp-Tobacco Grant SRO...	1,465.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					408,325.22
Vendor: 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT					
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services 2/22/22	217199		90.00
Vendor 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT Total:					90.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	1911		2,183.57
Vendor 5868 - MAINTEX INC Total:					2,183.57
Vendor: T4469 - MICHAEL JOHNSON					
100-2124	MICHAEL JOHNSON	Gazebo Rental Deposit Refund	217197		50.00
Vendor T4469 - MICHAEL JOHNSON Total:					50.00
Vendor: 4656 - MUSCO SPORTS LIGHTING LLC					
100-1610-7652	MUSCO SPORTS LIGHTING LLC	Control Links Service Fee 4/2022 - 4/2023	1912		1,425.00
Vendor 4656 - MUSCO SPORTS LIGHTING LLC Total:					1,425.00
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	1913		12,431.28
Vendor 2461 - MVP, LLC Total:					12,431.28
Vendor: 0716 - NATIONAL LEAGUE OF CITIES					
100-1025-7702	NATIONAL LEAGUE OF CITIES	Member Dues 4/1/2022 - 3/31/2023	217201		2,004.00
Vendor 0716 - NATIONAL LEAGUE OF CITIES Total:					2,004.00
Vendor: 6308 - OAK PARK MOTEL SERVICES INC					
100-1205-7760	OAK PARK MOTEL SERVICES INC	Homelss Prevention & Diversion Grant	1914	202115-Outreach-Homeless Ser...	878.78
100-1205-7760	OAK PARK MOTEL SERVICES INC	Homelss Prevention & Diversion Grant	1914	202115-Outreach-Homeless Ser...	878.78
Vendor 6308 - OAK PARK MOTEL SERVICES INC Total:					1,757.56
Vendor: 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP					
100-1810-7673	OCCUPATIONAL HEALTH CENTE...	DOT Physical	217202		113.50
Vendor 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP Total:					113.50
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 2/23/2022	217203		58.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					58.00
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217204		300.85
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					300.85
Vendor: 2466 - POST ALARM SYSTEMS					
100-1205-7980	POST ALARM SYSTEMS	Public Safety Alarm Service Call	1915		182.33
100-1610-7652	POST ALARM SYSTEMS	City Yard Alarm/Camera Service Call	1915		272.33
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 4/1/22 - 4/30/22	1915		169.94
Vendor 2466 - POST ALARM SYSTEMS Total:					624.60
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement PS&E 1/2022	217208	202102-Cap Improv-CH CDBG ...	160.00

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 1/2022	217208		1,480.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 1/2022	217208		2,480.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 1/2022	217208		1,400.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 PS&E Engineering 1/2022	217208	202118-ATP Cycle 4-Professiona..	2,622.50
Vendor 0904 - RKA CONSULTING GROUP Total:					8,142.50
Vendor: T4468 - ROBERT REED					
100-2126	ROBERT REED	Const/Demo Deposit Refund (Pmt #2021-574)	217207		500.00
100-5004	ROBERT REED	Administrative Fee (Pmt #2021-574)	217207		-125.00
Vendor T4468 - ROBERT REED Total:					375.00
Vendor: 5497 - SARA VASQUEZ					
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	217217		50.00
Vendor 5497 - SARA VASQUEZ Total:					50.00
Vendor: 0202 - SHAFFER AWARDS					
100-1010-7980	SHAFFER AWARDS	City Plaque for Robert Cruz	217210		71.18
Vendor 0202 - SHAFFER AWARDS Total:					71.18
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1410-7630	SIMON EQUIPMENT RENTALS	Compactor Rental	217211		90.31
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					90.31
Vendor: 0209 - SMART & FINAL					
100-1605-7733	SMART & FINAL	SC Chair Volleyball Supplies	1918		24.98
100-1610-7618	SMART & FINAL	SC Coffee Supplies	1918		93.75
100-1810-7611	SMART & FINAL	CPR Training Drinks/Plates/Etc	1918		31.92
Vendor 0209 - SMART & FINAL Total:					150.65
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 2/2022	1919		1,110.47
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					1,110.47
Vendor: 2688 - STAPLES ADVANTAGE					
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1920		53.34
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1920		384.11
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	1920		185.17
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	1920		286.62
Vendor 2688 - STAPLES ADVANTAGE Total:					909.24
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/10/22	1921		145.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Printer Paper	1921		50.88
Vendor 1610 - SUNWEST ENGINEERING Total:					195.88
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 2/2022	217214		5,053.00
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					5,053.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Mailbox Updates	1922		120.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 4/2022	1922		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 4/2022	1922		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	SW Wan w/VELO Cloud Connect 4/2022	1922		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 4/2022	1922		553.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,256.50
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Business License Module 4/1/2022 - 3/31/2023	217215		1,350.00
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					1,350.00

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Mtg w/Boys and Girls Club 2/3/22 (Raffis Catering)	1924		81.59
100-1205-7614	U.S. BANK	Office Supplies (Target)	1924		17.08
100-1205-7615	U.S. BANK	EOC Laptop Replacement Battery (Amazon)	1924		54.01
100-1205-7655	U.S. BANK	Dropbox Plus Subscription 2/4/2022 - 2/4/2023	1924		119.88
100-1205-7779	U.S. BANK	DUSD Outreach Day 2/9/22 (Sweet Basil Pizza)	1924		120.00
100-1205-7779	U.S. BANK	Youth Office Help Dinner 1/25/22 (In N Out Burger)	1924		28.74
100-1205-7779	U.S. BANK	Youth Workout Tuesday Lunch 2/8/22 (Subway)	1924		25.40
100-1205-7779	U.S. BANK	Youth Office Help Lunch 2/15/22 (Boba Tea Lounge)	1924		45.73
100-1205-7779	U.S. BANK	Office Help Lunch 2/23/22 (The Habit Burger)	1924		45.81
100-1205-7779	U.S. BANK	Paint Night Snacks 2/15/22 (Smart & Final)	1924		46.14
100-1205-7779	U.S. BANK	DART Book Store Trip 1/28/22 Dinner (Chick-fil-A)	1924		97.74
100-1205-7779	U.S. BANK	Office Water (Target)	1924		13.17
100-1205-7779	U.S. BANK	Mt Olive Inovation/Technology Outreach (S B Pizza)	1924		30.00
100-1205-7980	U.S. BANK	Office Supplies (Target)	1924		65.21
100-1205-7980	U.S. BANK	DART Book Store Trip Books (Barnes & Noble)	1924	202211/1205-7980-Live Scan/A...	176.80
100-1205-7980	U.S. BANK	1307 Bloomdale Warrant Food 2/22/22 (Taisho)	1924		145.75
100-1205-7980	U.S. BANK	Adobe Acrobat Pro 2/1/2022 - 2/28/2022	1924		14.99
100-1205-7980	U.S. BANK	DART Book Store Trip Parking 1/28/22 (LAZ Pkg)	1924	202211/1205-7980-Live Scan/A...	11.00
100-1205-7980	U.S. BANK	Code Enforcement Case (Rub Maps)	1924		19.95
100-1405-7610	U.S. BANK	Interview Panel Lunch-Asst Engineer (Cafe Mundial)	1923		162.71
100-1405-7610	U.S. BANK	Interview Panel Lunch-Bldg Permit Tech (Mikomi)	1923		175.12
100-1405-7610	U.S. BANK	Interview Panel Coffee/Pastries 1/26 (Coffee Bean)	1923		34.75
100-1405-7610	U.S. BANK	Interview Panel-Coffee/Pastries 2/1 (Starbucks)	1923		37.45
100-1405-7612	U.S. BANK	Lg Data File Transfer (Hightail)	1923		15.99
100-1410-7610	U.S. BANK	Gerard Batista 2/2022 PAPA Temecula Conference	1923		200.00
100-1410-7610	U.S. BANK	Lamberto Flores 2/2022 PAPA Temecula Conference	1923		200.00
100-1410-7610	U.S. BANK	Field Srvc (5) MSA Training/Lunch 2/7/2022	1923		129.38
100-1410-7612	U.S. BANK	Lamberto Flores 2022 PAPA Membership	1923		50.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 PAPA Membership	1923		50.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 CWEA Membership	1923		192.00
100-1410-7612	U.S. BANK	Gerard Batista 2022 ISA Membership	1923		185.00
100-1410-7612	U.S. BANK	Sean McBride 2022 PAPA Membership	1923		50.00
100-1005-7980	U.S. BANK	DashPass 2/5/2022 - 3/5/2022 (DoorDash)	1927		9.99

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7610	U.S. BANK	Joyce Ayala MMASC Winter Forum	1927		75.00
100-1010-7612	U.S. BANK	Pasadena Star-News Online Subscription	1927		18.00
100-1010-7614	U.S. BANK	Redistricting Maps Transparency Film (Office Depot)	1927		44.56
100-1010-7980	U.S. BANK	CC Dinner 1/25/22 (GrubHub)	1927		190.10
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	1927		9.99
100-1020-7712	U.S. BANK	Hootsuite 2/2/2022 - 3/1/2022	1927		75.00
100-1810-7611	U.S. BANK	CPR Training Drinks/Supplies (DoorDash-S&F)	1927		62.91
100-1020-7726	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		101.94
100-1605-7733	U.S. BANK	Netflix-SC 2/12/22 - 3/11/22	1925		8.99
100-1605-7735	U.S. BANK	Netflix-TC 2/12/22 - 3/11/22	1925		9.00
100-1805-7610	U.S. BANK	Lunch w/New Admin Secretary (Sena on Myrtle)	1925		40.18
100-1805-7614	U.S. BANK	Office Supplies (Smart & Final)	1925		9.99
100-1805-7980	U.S. BANK	Staff Meeting Food 2/10/22 (T Burgers)	1925		86.69
100-1805-7980	U.S. BANK	Microsoft 365 1/27/22 - 2/26/22	1925		12.00
100-1810-7611	U.S. BANK	CPR Training Lunch 2/2/22 (Panera Bread)	1925		264.93
100-1810-7611	U.S. BANK	CPR Training Lunch 2/1/22 (Panera Bread)	1925		287.10
100-1815-7632	U.S. BANK	AcroPro 2/22/22 - 3/12/22 (Adobe)	1925		10.82
100-1815-7632	U.S. BANK	accessduarte.info Renewal 1 Yr (Network Solutions)	1925		74.97
100-1815-7632	U.S. BANK	Creative Cloud 1/25/22 - 2/12/22 (Adobe)	1925		22.90
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 2/13/22 - 3/12/22	1925		452.85
100-1815-7632	U.S. BANK	Finance Webinar 2/7/22 - 3/6/22 (Zoom)	1925		80.00
100-1815-7632	U.S. BANK	AcroPro 2/8/22 - 2/12/22 (Adobe)	1925		3.03
100-1815-7830	U.S. BANK	SC Elevator 911 1/10/22 - 2/9/22 (Vonage)	1925		23.02
100-1825-7626	U.S. BANK	Amazon Business Prime Renewal 1 Yr	1925		550.15
100-1605-7610	U.S. BANK	Alberto Castaneda-Salazar CPRS Conf Transfer Fee	1926		50.00
100-1605-7612	U.S. BANK	Alberto Castaneda-Salazar CPRS Membership	1926		170.00
100-1605-7614	U.S. BANK	Laptop Case Cover (Etsy.com)	1926		56.05
100-1605-7614	U.S. BANK	Disposable Cutlery (Amazon)	1926		23.03
100-1605-7614	U.S. BANK	Storage Bags (Amazon)	1926		33.24
100-1605-7614	U.S. BANK	Mailing Boxes/Business Card Holder (Staples)	1926		22.41
100-1605-7693	U.S. BANK	Mayors Youth Council Dinner 2/7/22 (Pizza Hut)	1926		98.03
100-1605-7733	U.S. BANK	SC Bingo Gift Cards-Kaiser Donation (Amazon)	1926		340.00
100-1605-7733	U.S. BANK	SC Sweethearts Dinner Flowers (Quality Wholesale)	1926		144.00
100-1605-7733	U.S. BANK	SC Bingo Cards (Amazon)	1926		82.35
100-1605-7733	U.S. BANK	SC Paint Brushes/Paint/Rocks (Amazon)	1926		90.81

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7733	U.S. BANK	SC Great Decision Briefing Book (FPA.org)	1926		40.69
100-1605-7733	U.S. BANK	SC Sweethearts Dinner Straws (Amazon)	1926		7.70
100-1605-7735	U.S. BANK	TC Boys Night Out Bowling (Round1)	1926		344.76
100-1605-7735	U.S. BANK	TC Martin Luther King Jr Event Gift Cards (Target)	1926		194.00
100-1605-7735	U.S. BANK	TC Girls Night Out Excursion (Funbox Arcadia)	1926		288.00
100-1605-7735	U.S. BANK	Craft Paint (Blick Art Material)	1926		172.95
100-1605-7735	U.S. BANK	TC Super Bowl Celebration Party (Little Caesars)	1926		144.46
100-1605-7735	U.S. BANK	TC Girls Night Out Dinner (Little Caesars)	1926		40.11
100-1605-7735	U.S. BANK	TC Arts & Craft Supplies (Amazon)	1926		181.23
100-1605-7735	U.S. BANK	TC Martin Luther King Jr Event Supplies (Target)	1926		18.45
100-1605-7739	U.S. BANK	Notepads (Next Day Flyers)	1926		184.61
100-1605-7745	U.S. BANK	Patricio Manuel USA Boxing Membership	1926		118.00
100-1605-7980	U.S. BANK	Dept Staff Breakfast 2/14/22 (DoorDash-IHOP)	1926		101.67
100-1610-7618	U.S. BANK	FC Supervisor Office Desk (Vari)	1926		961.92
Vendor 4484 - U.S. BANK Total:					9,108.96
Vendor: 1304 - US BANK					
100-1825-7782	US BANK	Refunding Escrow Agent Fee 12/1/21 - 11/30/22	1928		750.00
Vendor 1304 - US BANK Total:					750.00
Vendor: 6259 - VICTORIA RAMIREZ					
100-1605-7735	VICTORIA RAMIREZ	Youthworks Internship Program	217206		100.00
Vendor 6259 - VICTORIA RAMIREZ Total:					100.00
Vendor: 6055 - VICTORIA ROCHA					
100-1010-7610	VICTORIA ROCHA	Cal OES Public Info Basics Exp Reimb	1916		1,018.76
Vendor 6055 - VICTORIA ROCHA Total:					1,018.76
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	217218		50.00
Vendor 5835 - WALLACE WOLFF Total:					50.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cnty Ctr 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 2/2022	1930		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 2/2022	1930		65.40
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					327.00
Fund 100 - GENERAL FUND Total:					519,098.54
Fund: 220 - GAS TAX FUN					
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2210-7813	JCL TRAFFIC SERVICES	No Parking Signs	1909		335.18
Vendor 3957 - JCL TRAFFIC SERVICES Total:					335.18

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 6331 - SIEMENS MOBILITY INC					
220-2225-7980	SIEMENS MOBILITY INC	Mt Olive/Hunt Dr TS Backplate Improvements	1917		2,102.66
Vendor 6331 - SIEMENS MOBILITY INC Total:					2,102.66
Fund 220 - GAS TAX FUN Total:					2,437.84
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Ctr Sweeping 2/2022	217177		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 3/2022	217180		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					20,636.07
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES					
240-2410-7663	COUNTY OF LOS ANGELES AGRIC...	Turf Median Gopher Control 1/2022	217186		382.28
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES Total:					382.28
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Repairs 1/2022	217187		1,475.87
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,475.87
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Royal Oaks Trail Planter Repairs	217213		51.85
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Supplies	217213		411.23
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					463.08
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Residential Tree Stump Removal	1929		582.60
Vendor 1521 - WEST COAST ARBORISTS INC Total:					582.60
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					24,323.90

Council Warrant Register by Vendor

Payment Dates: 03/10/2022 - 03/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 1/2022	1910		11,650.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,650.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,650.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2022	217190		16.20
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					16.20
Fund 440 - PROPOSITION A TRANSIT FUND Total:					16.20
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
460-4605-7650	AUTOZONE	Yard Supplies	217179		59.40
Vendor 1491 - AUTOZONE Total:					59.40
Fund 460 - PROPOSITION C TRANSIT FUND Total:					59.40
Grand Total:					557,585.88

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	519,098.54
220 - GAS TAX FUN	2,437.84
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	24,323.90
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,650.00
440 - PROPOSITION A TRANSIT FUND	16.20
460 - PROPOSITION C TRANSIT FUND	59.40
Grand Total:	557,585.88

Account Summary

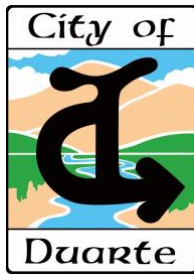
Account Number	Account Name	Payment Amount
100-1005-7646	Travel & Exp - Paras	20.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	1,093.76
100-1010-7612	Publications and Dues	48.00
100-1010-7614	Office Supplies	44.56
100-1010-7670	Legal Notices	1,110.47
100-1010-7685	Content Delivery, Network..	163.00
100-1010-7980	Other Expenses	261.28
100-1015-7682	Labor Counsel Legal	3,712.50
100-1020-7712	Community Information (...)	84.99
100-1020-7718	City Newsletter	2,701.13
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	1,684.99
100-1025-7702	Natn'L League Of Cities	2,004.00
100-1205-7610	Travel, Mtgs & Conf	81.59
100-1205-7614	Office Supplies	454.53
100-1205-7615	Emergency Supplies	54.01
100-1205-7650	Vehicle Maintenance	59.40
100-1205-7655	Emergency Services	119.88
100-1205-7760	Homeless Outreach Progr...	3,436.60
100-1205-7761	Parking Ticket Collect	5,053.00
100-1205-7762	Parking Pass Kiosk Costs	452.35
100-1205-7779	Youth Programs	452.73
100-1205-7781	Contract Law Enforcement	408,325.22
100-1205-7787	Public Safety Cntr Lease	12,431.28
100-1205-7980	Other Expenses	1,369.03
100-1405-7610	Travel, Mtgs & Conf	410.03
100-1405-7612	Publications and Dues	117.93
100-1405-7690	Planning Commission	200.00
100-1405-7800	Building Department Serv...	618.00
100-1405-7965	Professional Services	2,622.50
100-1405-7969	City Engineer	5,360.00
100-1405-8100	Other Capital Improvemnts	160.00
100-1410-7610	Travel, Mtgs & Conf	529.38
100-1410-7612	Publications and Dues	527.00
100-1410-7630	Equipment Rentals	90.31
100-1410-7650	Vehicle Maintenance	13.63
100-1410-7656	Emergency Generator	195.88
100-1410-7810	Street Sweeping	122.00
100-1410-7887	Repairs & Replacements	264.42
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	50.00
100-1605-7612	Publications and Dues	170.00
100-1605-7614	Office Supplies	134.73
100-1605-7693	Youth Council	98.03
100-1605-7730	Special Events	559.48
100-1605-7733	Senior Center	1,452.90

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	1,891.81
100-1605-7739	Publicity	1,304.82
100-1605-7745	Boxing Program	118.00
100-1605-7980	Other Expenses	101.67
100-1610-7617	Pool Chemicals	477.72
100-1610-7618	Building Supplies	3,239.24
100-1610-7636	Uniforms	168.24
100-1610-7652	Building Maint Services	8,255.46
100-1805-7610	Travel, Mtgs & Conf	40.18
100-1805-7614	Office Supplies	9.99
100-1805-7965	Professional Services	1,802.25
100-1805-7980	Other Expenses	98.69
100-1810-7611	Training	646.86
100-1810-7660	Other Services	188.00
100-1810-7673	Physical Exams	113.50
100-1810-7980	Other Expenses	90.00
100-1815-7632	Software Maintenance	1,633.27
100-1815-7820	Finance System Support	1,350.00
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	1,726.52
100-1820-7771	Repair Of City Property	15,900.00
100-1825-7613	Duplications And Photos	471.79
100-1825-7626	Postage	575.57
100-1825-7631	Equipment Maintenance	41.28
100-1825-7782	Admin Support of SA	750.00
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.00
100-2120	Refundable Deposits	700.00
100-2124	Gazebo Refundable Depos...	50.00
100-2126	Construction and Demolit...	16,481.50
100-5004	Other Revenue	-250.00
220-2210-7813	Regulatory Signs	335.18
220-2225-7980	Other Expenses	2,102.66
240-2405-7890	Repairs-Traffic Signal	1,475.87
240-2410-7663	Other Serv-Medians	382.28
240-2410-7888	Repairs-Citywide	463.08
240-2410-7909	Tree Trim-Residential	582.60
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	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
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	180.00
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
290-2905-7781	Contract Law Enforcement	11,650.00
440-4405-7650	Vehicle Maintenance	16.20
460-4605-7650	Vehicle Maintenance	59.40
Grand Total:		557,585.88

Project Account Summary

Project Account Key	Payment Amount
None	533,019.31
202102-Cap Improv-CH CDBG ADA Improvement	160.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	3,436.60
202118-ATP Cycle 4-Professional Svcs	2,622.50
202119-Exp-Tobacco Grant SRO/Deputy-DOJ	1,465.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	940.80
250016-Oper of Acq Prop-1229 Pops Road	41.67
DMGE069-1723 Hunt-Light Pole Down near Ctr Median	15,900.00
Grand Total:	557,585.88



PUBLIC SAFETY STATUS REPORT March 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently down 22.33% year to date. We have noticed an uptick in catalytic convertor theft again. A Nixle will be sent out to alert our residents.
2. Special Assignment Team	The Special Assignment team is currently working on Community Outreach events and to that end we scheduled a coffee with a deputy on March 16 th and they are working on putting together a pickle ball tournament.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. We are currently servicing two female adults in this program. We paid for three roll-offs to assist a clean-up in the Azusa portion of the San Gabriel Riverbed. This program ends in May of 2022.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony assisted in completing the LAHSA homeless count on February 22.
3. Riverbed Areas	The Army Corps of Engineers and the City of Azusa conducted a clean-up in the riverbed north of Huntington Drive during the week of February 20 th . LAHSA conducted outreach to 40 homeless individuals in the area and none of them accepted services. One hundred and twenty-eight tons of trash and debris were removed

PROJECT/PROGRAM		STATUS
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers	
<u>EMERGENCY PREPAREDNESS</u>		
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.	



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended February 28, 2022
(66.7% of FY 2021-22 Completed)

Contents

Page

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

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

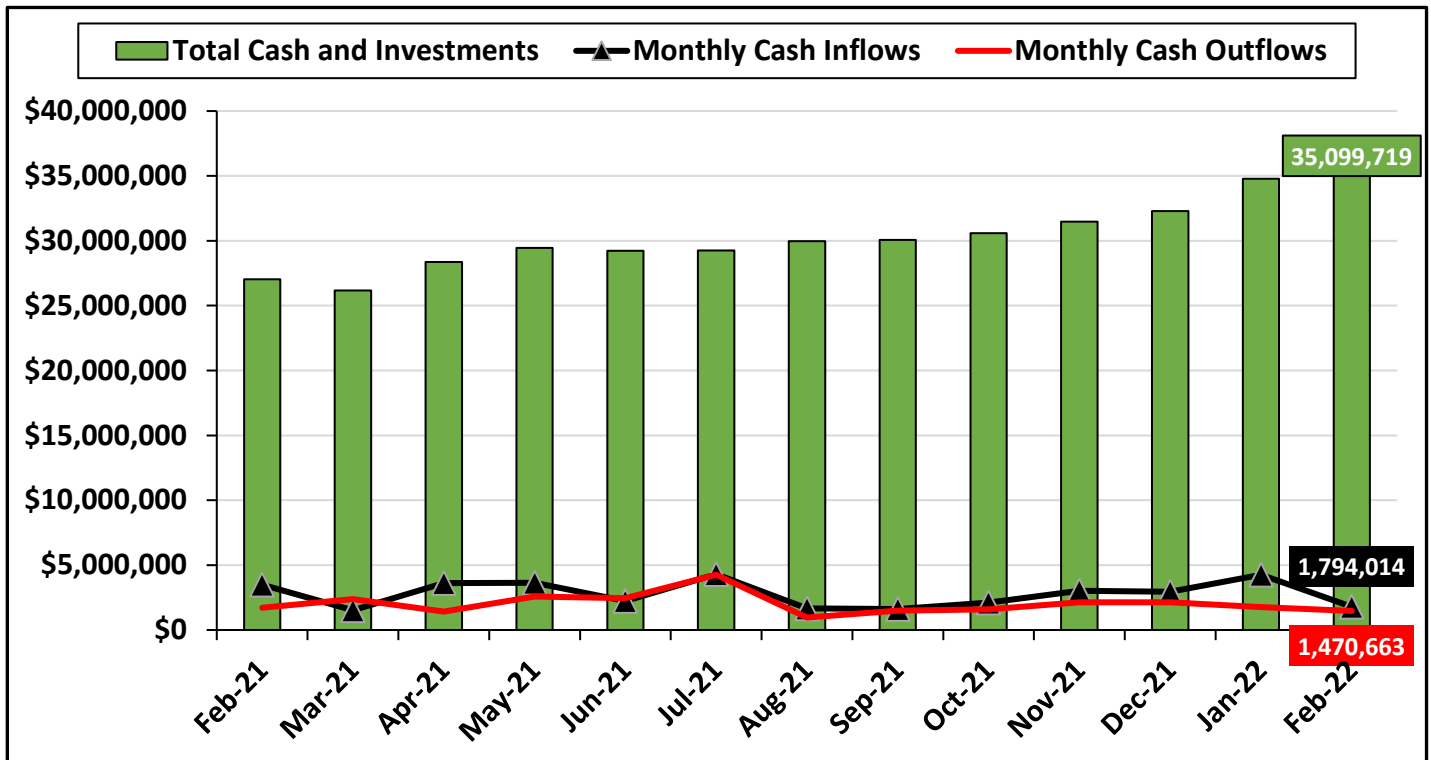
Unemployment Rate (in %)*					
	Nov-19	Nov-20	Sep-21	Oct-21	Nov-21
Irwindale	5.5	14.8	10.2	9.9	8.9
Duarte	4.9	13.4	9.2	8.9	8.1
Azusa	4.1	11.4	7.6	7.0	6.0
Monrovia	3.8	10.0	6.6	6.2	5.9
Arcadia	3.3	8.5	5.7	5.5	5.0
Los Angeles County	4.6	12.5	9.9	9.4	8.9
California	4.1	8.7	7.5	7.3	6.9
United States	3.6	6.7	4.8	4.6	4.2

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

CITY OF DUARTE

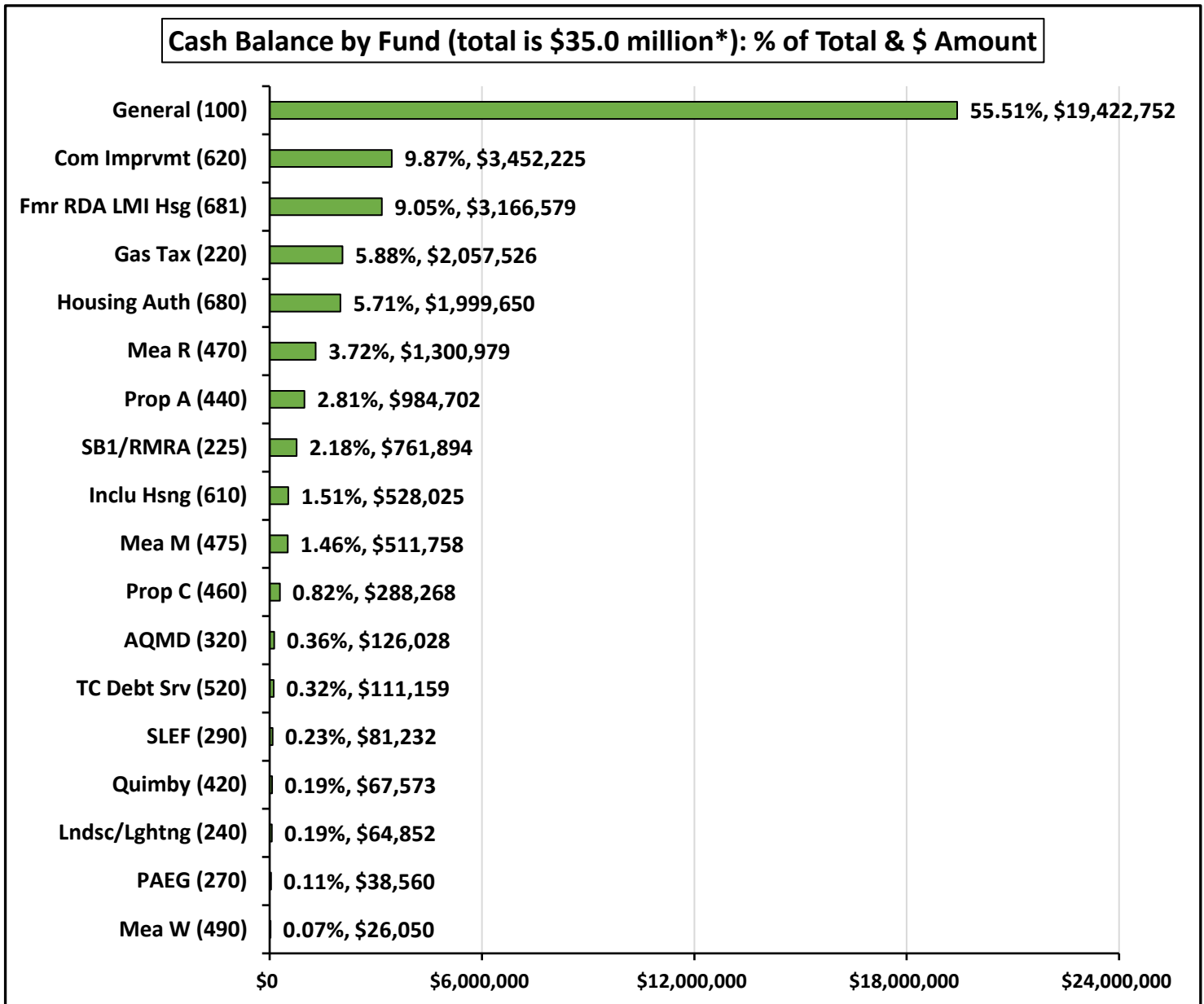
Treasury Report - Monthly Activity & Balances Month Ended February 28, 2022

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (02/01/2022)	\$19,308,985	\$15,467,383	\$34,776,368
Cash Inflows			
Receipts	\$1,794,014	\$0	\$1,794,014
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,794,014	\$0	\$1,794,014
Cash Outflows			
Disbursements	\$1,470,663	\$0	\$1,470,663
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,470,663	\$0	\$1,470,663
Net Activity	\$323,351	\$0	\$323,351
Ending Balance (02/28/2022)	\$19,632,336	\$15,467,383	\$35,099,719



*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, 2022



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

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

CITY OF DUARTE

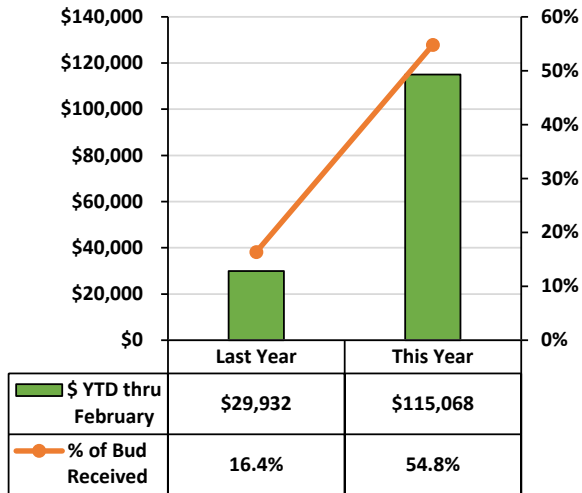
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through February versus Prior Year



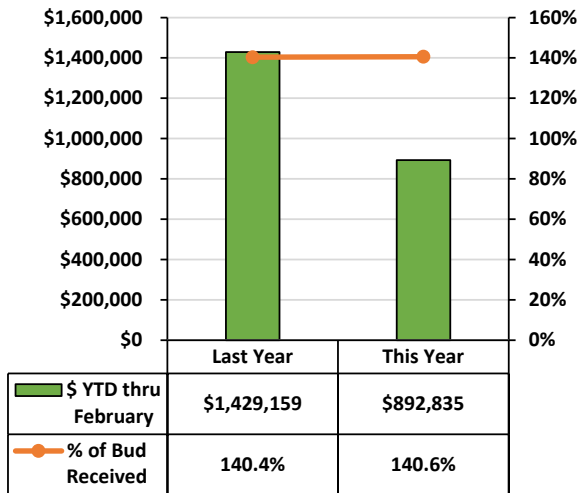
CITY OF DUARTE

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

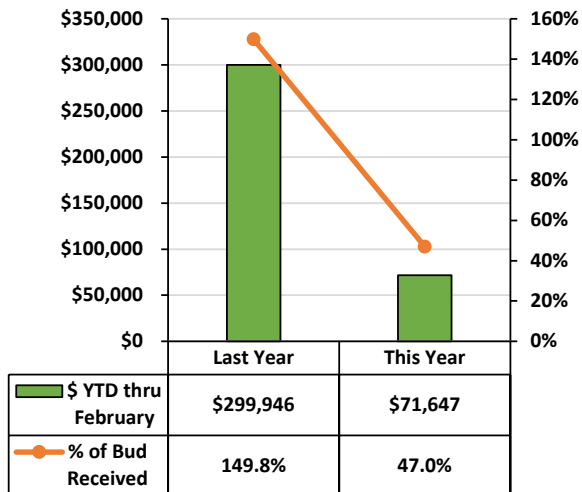
Recreation Fees



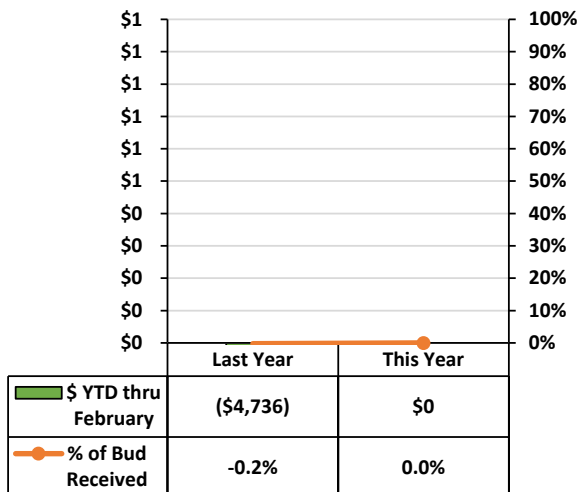
Other Service Charges



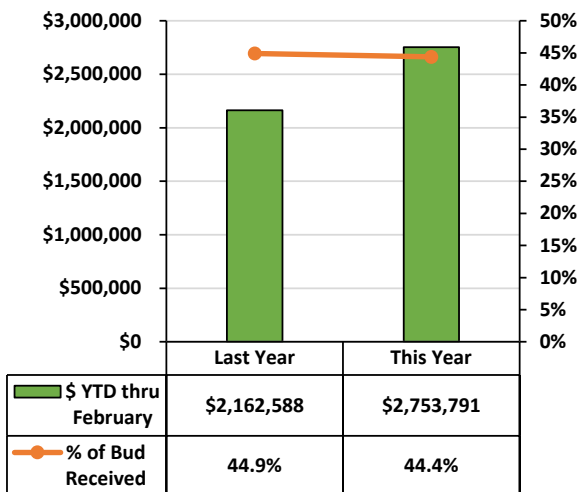
Miscellaneous



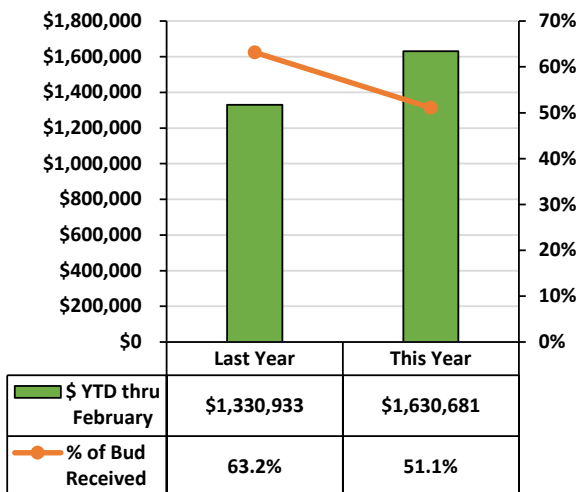
Reimbursements



Sales and Use Tax

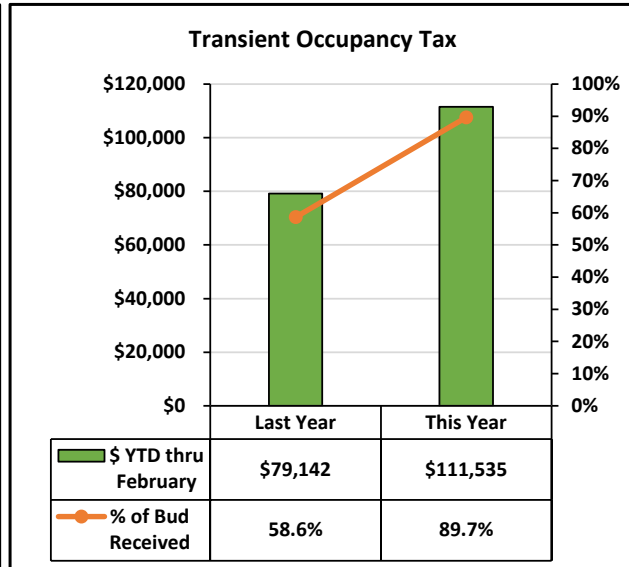
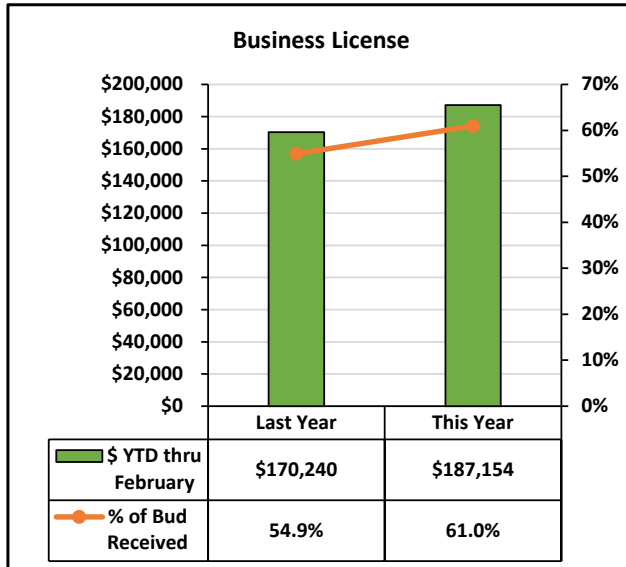
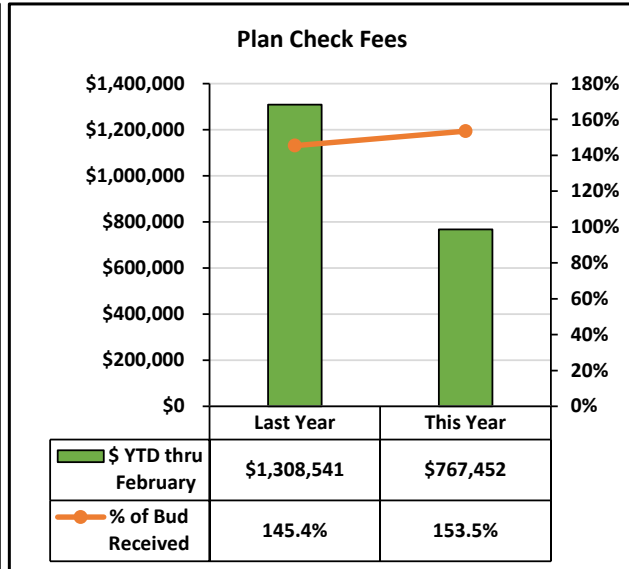
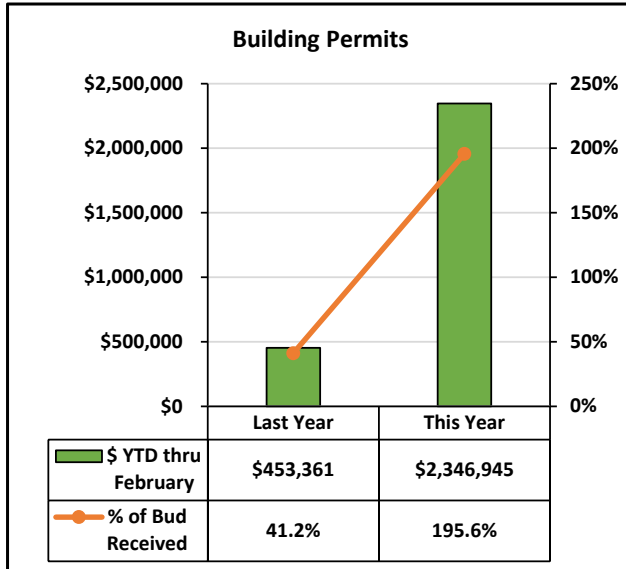
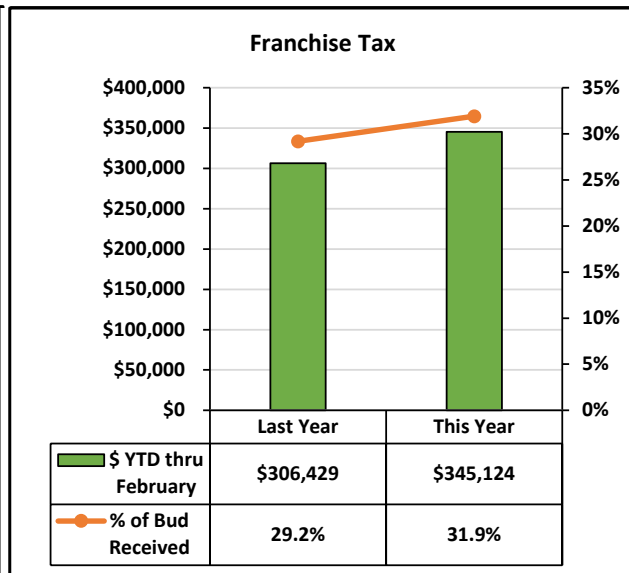
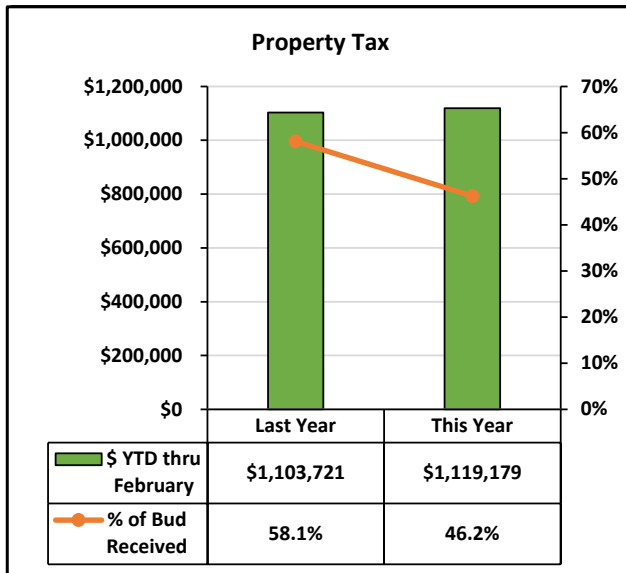


Transactions (New Sales) Tax



CITY OF DUARTE

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



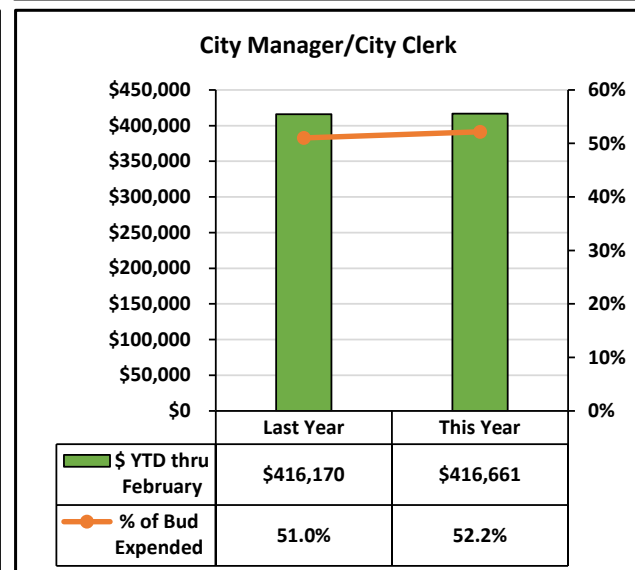
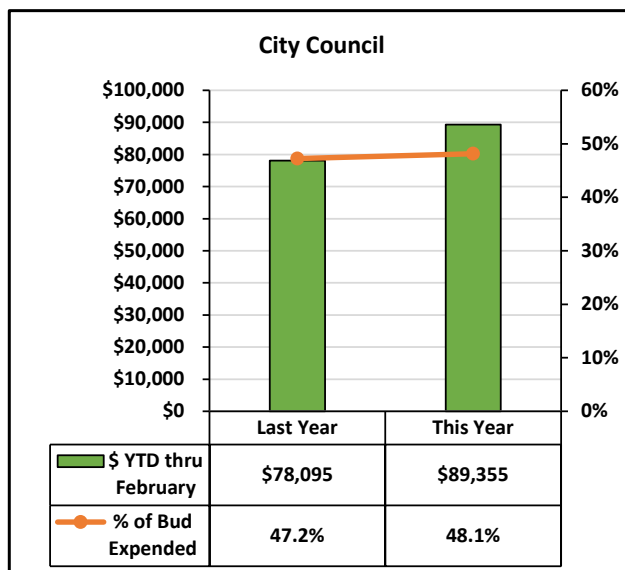
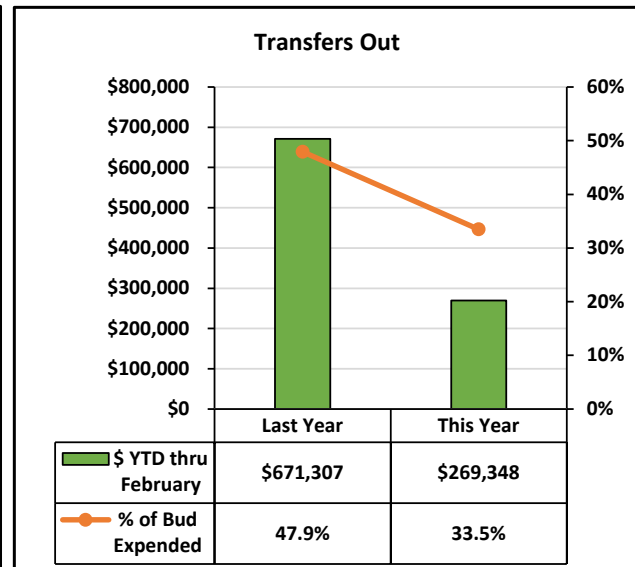
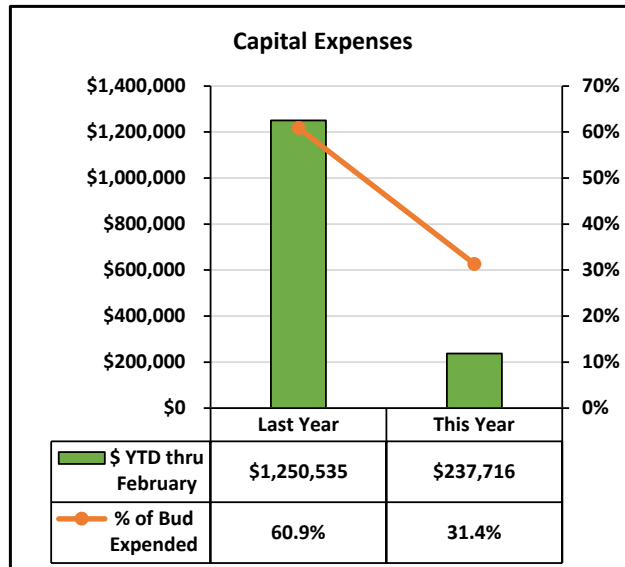
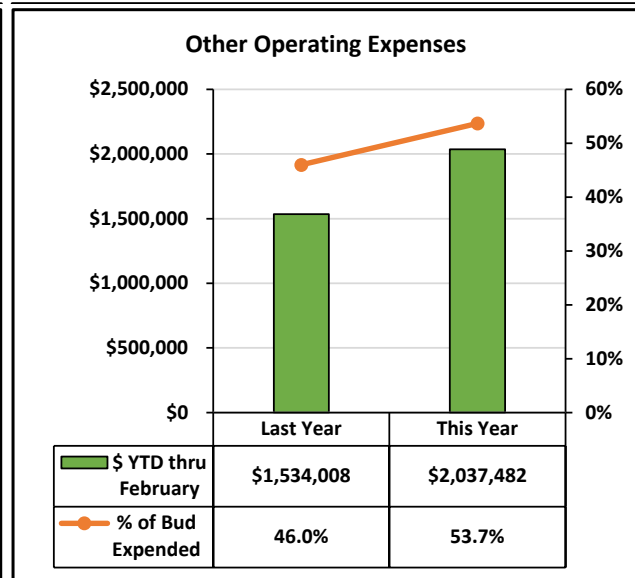
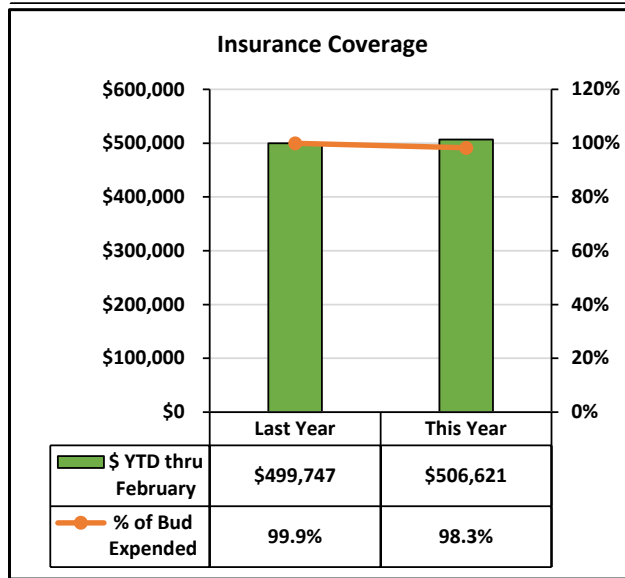
CITY OF DUARTE

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



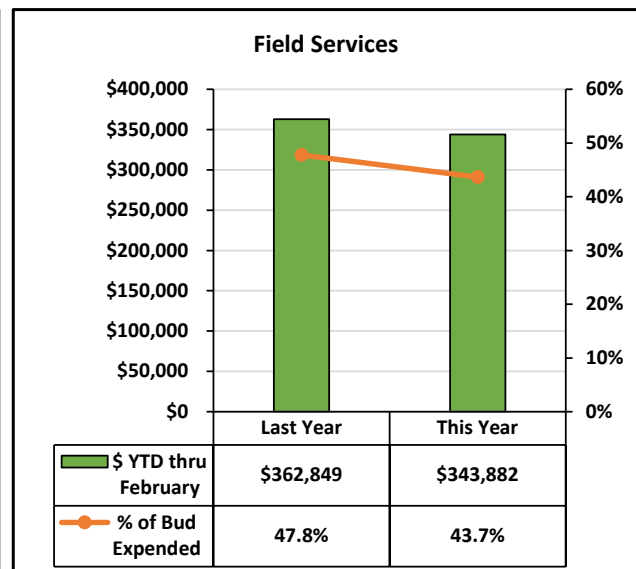
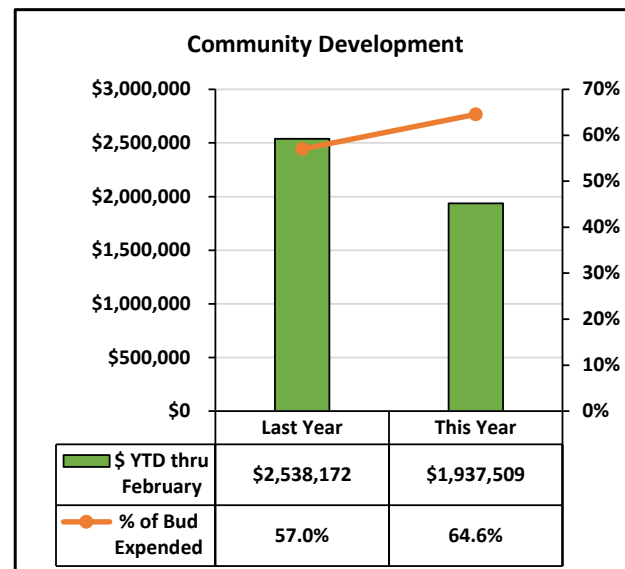
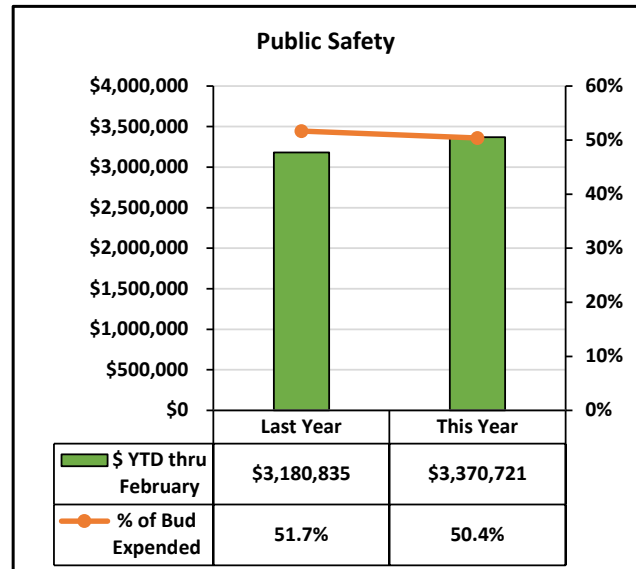
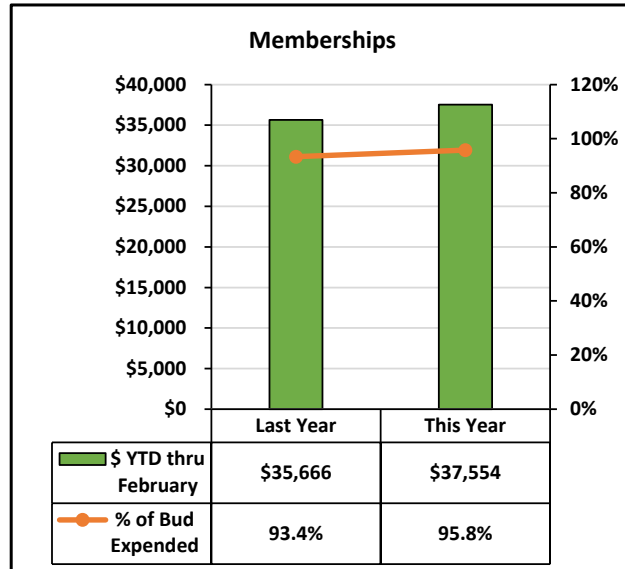
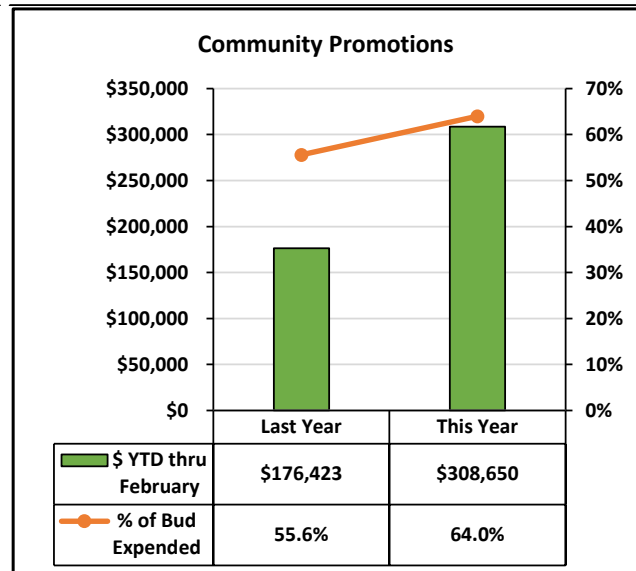
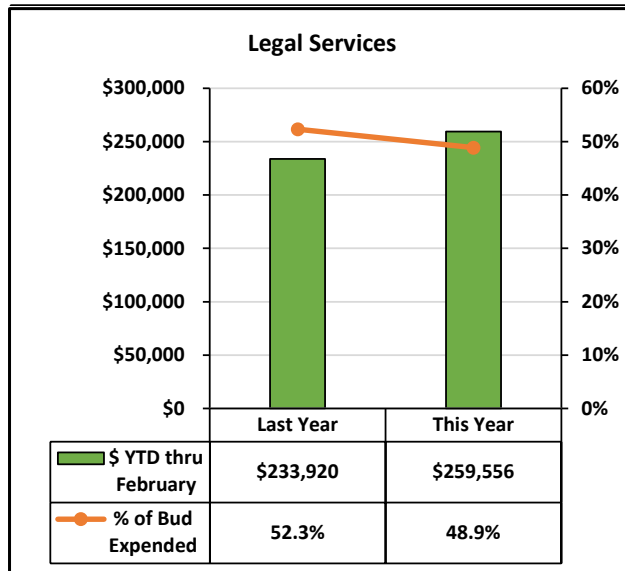
CITY OF DUARTE

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



CITY OF DUARTE

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



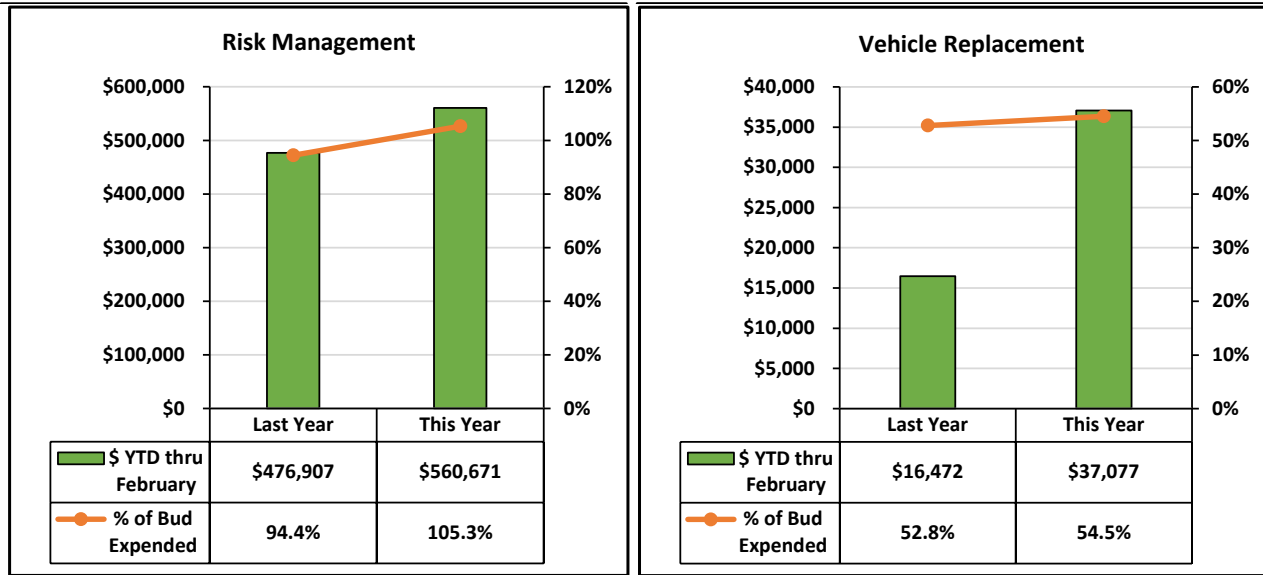
CITY OF DUARTE

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



CITY OF DUARTE

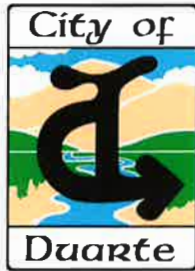
General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through February versus Prior Year



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	13,558,019	0	12,121,696	269,348	1,166,974	20,901,081
220	Gas Tax	2,095,465	308,784	0	365,610	0	(56,826)	2,038,639
225	SB1/RMRA	546,342	215,552	0	0	0	215,552	761,894
240	Lghtng & Lndscpng	105,278	581,377	0	657,464	0	(76,087)	29,191
260	CDBG	(36)	2,376	0	3,950	0	(1,574)	(1,610)
270	PAEG	36,139	16,371	0	13,950	0	2,421	38,560
290	Supp Law Enfrcmnt	0	161,307	0	91,725	0	69,582	69,582
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	7,125	0	11,249	0	(4,124)	126,028
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	40	0	0	0	40	67,573
440	Prop A	825,277	406,340	0	278,199	0	128,142	953,419
460	Prop C	182,526	305,193	0	224,728	0	80,465	262,991
470	Mea R	1,071,493	229,486	0	0	0	229,486	1,300,979
475	Mea M	339,987	220,271	0	48,500	0	171,771	511,758
490	Mea W	50,454	25	0	25,591	0	(25,565)	24,889
520	Town Cntr Debt Serv	262,101	89	0	151,030	0	(150,941)	111,160
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	309	0	0	0	309	528,025
620	Community Impr	776,404	321,045	48,511	259,007	0	110,549	886,953
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	1,422	0	21,429	0	(20,006)	1,999,651
681	Fmr RDA L/M Hsg	4,055,055	1,855	1,200,000	8,578	0	1,193,277	5,248,332
Total - All Funds		32,826,845	16,336,986	1,469,348	14,503,541	269,348	3,033,445	35,860,290



Agenda Item:	8A
CM Review:	☒
Fiscal Review:	☐

AGENDA REPORT

MEETING DATE: March 22, 2022

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Public Hearing to Discuss and Consider Focus and Draft Redistricting Maps

RECOMMENDATION: 1) Conduct the sixth public hearing, receive public input, discuss and consider focus and draft maps; and 2) Provide direction to staff regarding which map(s) should be considered for inclusion in the Ordinance to adopt new district boundaries for the Duarte City Council.

FISCAL IMPACT: None.

BACKGROUND

As required by the California Elections Code, cities with by-district election systems must use new census data to review and, if needed, redraw district lines to reflect how local populations have changed every ten years. This process, called redistricting, ensures all districts have nearly equal population. The redistricting process for the City of Duarte must be completed by April 17, 2022. This is the sixth public hearing to receive public input and discuss draft maps.

DISCUSSION/ANALYSIS

The public was invited to submit input regarding district boundaries using either a paper map or an online redistricting tool which was provided by the City's demographer, National Demographic Corporation (NDC). At the fifth public hearing on March 8, 2022, the City Council requested revisions to Draft Map 101 and Draft Map 105, and requested these revised maps, as well as Draft Map 108, be elevated as focus maps for further consideration. Subsequently, two additional maps, Draft Map 109 and Draft Map 110, were submitted for consideration, as were revised versions of Draft Map 103 and Draft Map 104. Finally, an additional map, Draft Map 111, was submitted on March 17, 2022 and has been posted on the City's redistricting website. However, as it has not yet been published to the public for seven days, the City Council cannot vote on Draft Map 111 at this public hearing. All draft maps were posted on the City's redistricting website in accordance with the Fair Maps Act. All draft maps are being presented to the City Council for consideration at this public hearing.

To be considered a viable map, draft maps must be evaluated based on Federal and California redistricting criteria such as equal population, no racial gerrymandering, contiguous geography easily identifiable boundaries where practicable, and no favoring or discriminating against a political party. Other traditional redistricting principals such as respect of voter choices, future population growth, minimizing voter election year disruptions and preserving the core of existing districts may also be considered in the evaluation of draft maps.

Language Requirements for Redistricting

Per Elections Code § 21608, the City must provide language services in applicable languages, as provided by the Secretary of State. Pursuant to Elections Code § 21608(h) applicable language requirements for city redistricting purposes include any language that is spoken by a group of city residents with limited English proficiency who constitute 3 percent or more of the city's total population over four years of age for whom language can be determined.

On June 11, 2021, the Secretary of State released guidance for cities regarding these language requirements. In addition to English, the City of Duarte is required to provide qualifying materials and "live translation" (interpretation) services in Spanish and Chinese (Mandarin/Cantonese) upon a request made by the Thursday prior to a hearing or workshop.

Publication and Noticing Requirements for Redistricting Public Hearings

Per Elections Code §§ 21608(c) and 21608(g)(3), the City is required to "publish" the hearing date, time, and location 5 days in advance on the internet and a website calendar satisfies the publishing requirement. On March 16, 2022, the public hearing information was published on the City's website and posted at Duarte City Hall, Duarte Public Safety Office, and Duarte Library.

RECOMMENDATION

1) Conduct the sixth public hearing, receive public input, discuss and consider focus and draft maps; and 2) Provide direction to staff regarding which map(s) should be considered for inclusion in the Ordinance to adopt new district boundaries for the Duarte City Council.

FISCAL IMPACT

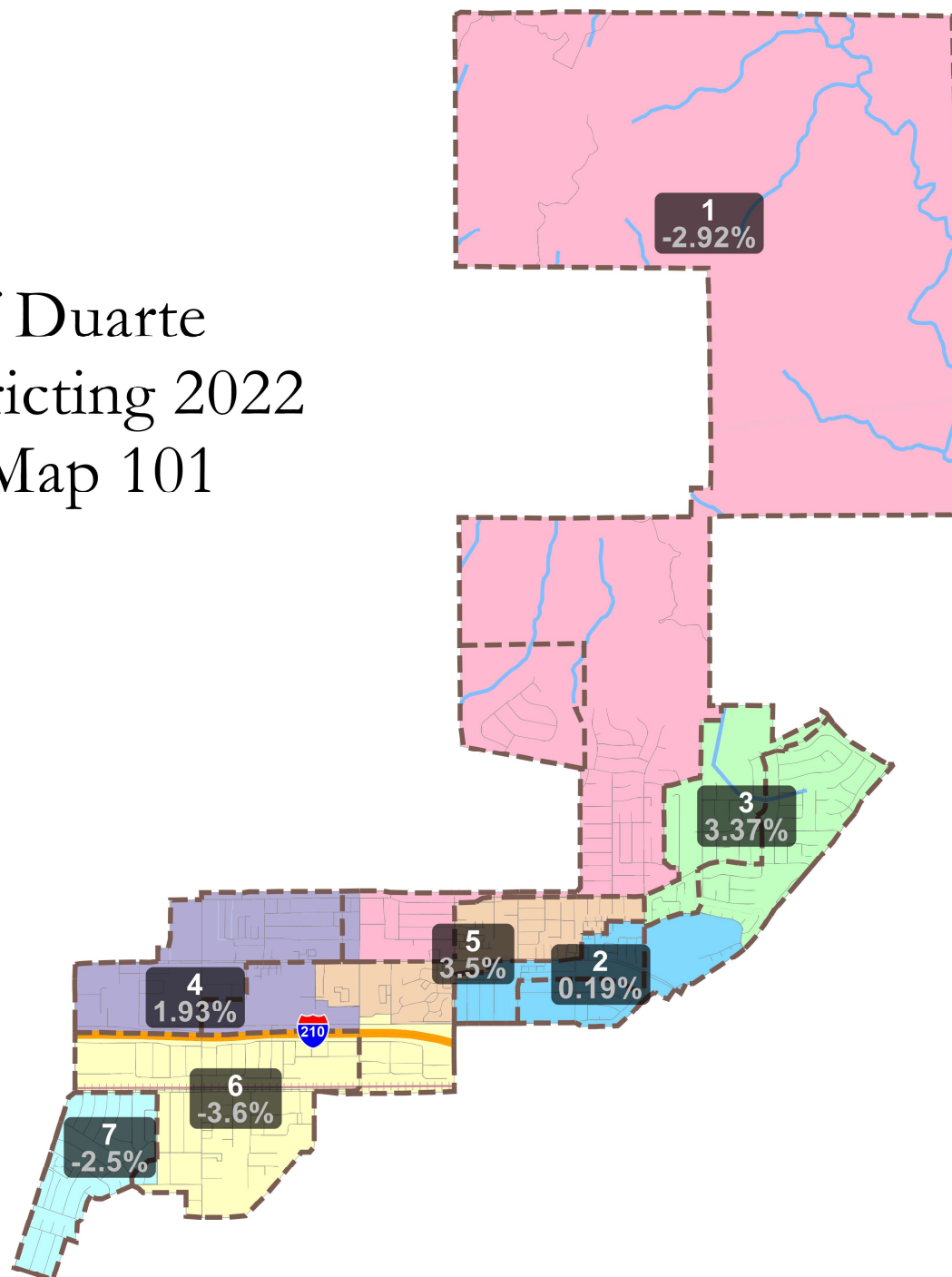
None.

ATTACHMENTS

- A. Draft Map 101
- B. Draft Map 101 Revised
- C. Draft Map 102
- D. Draft Map 103
- E. Draft Map 103 Revised
- F. Draft Map 104
- G. Draft Map 104 Revised

- H. Draft Map 105
- I. Draft Map 105 Revised
- J. Draft Map 106
- K. Draft Map 107
- L. Draft Map 108
- M. Draft Map 109
- N. Draft Map 110
- O. Draft Map 111

City of Duarte Redistricting 2022 Draft Map 101

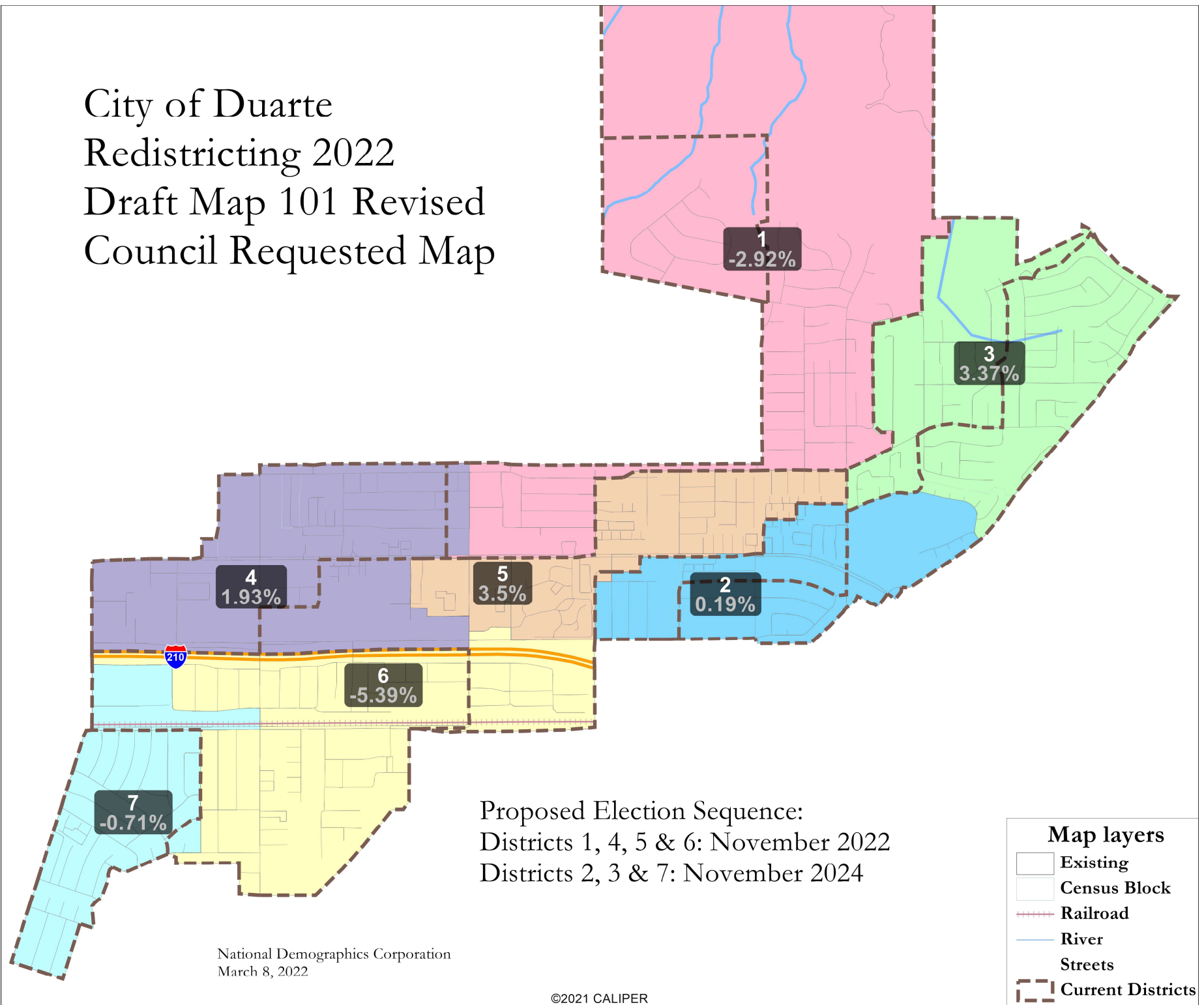


National Demographics Corporation
February 1, 2022

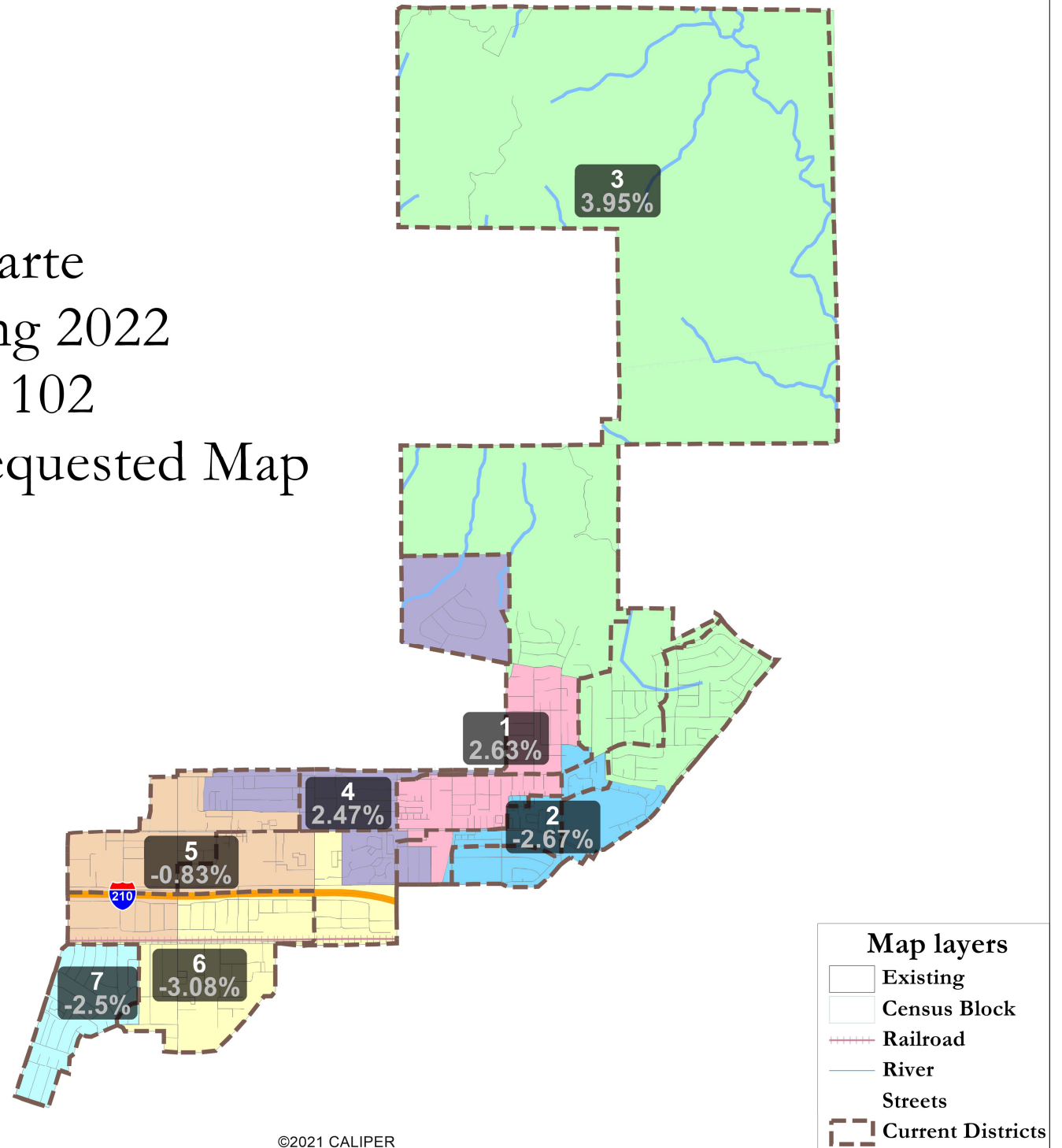
Map layers

- Existing
- Census Block
- Railroad
- River
- Streets
- Current Districts

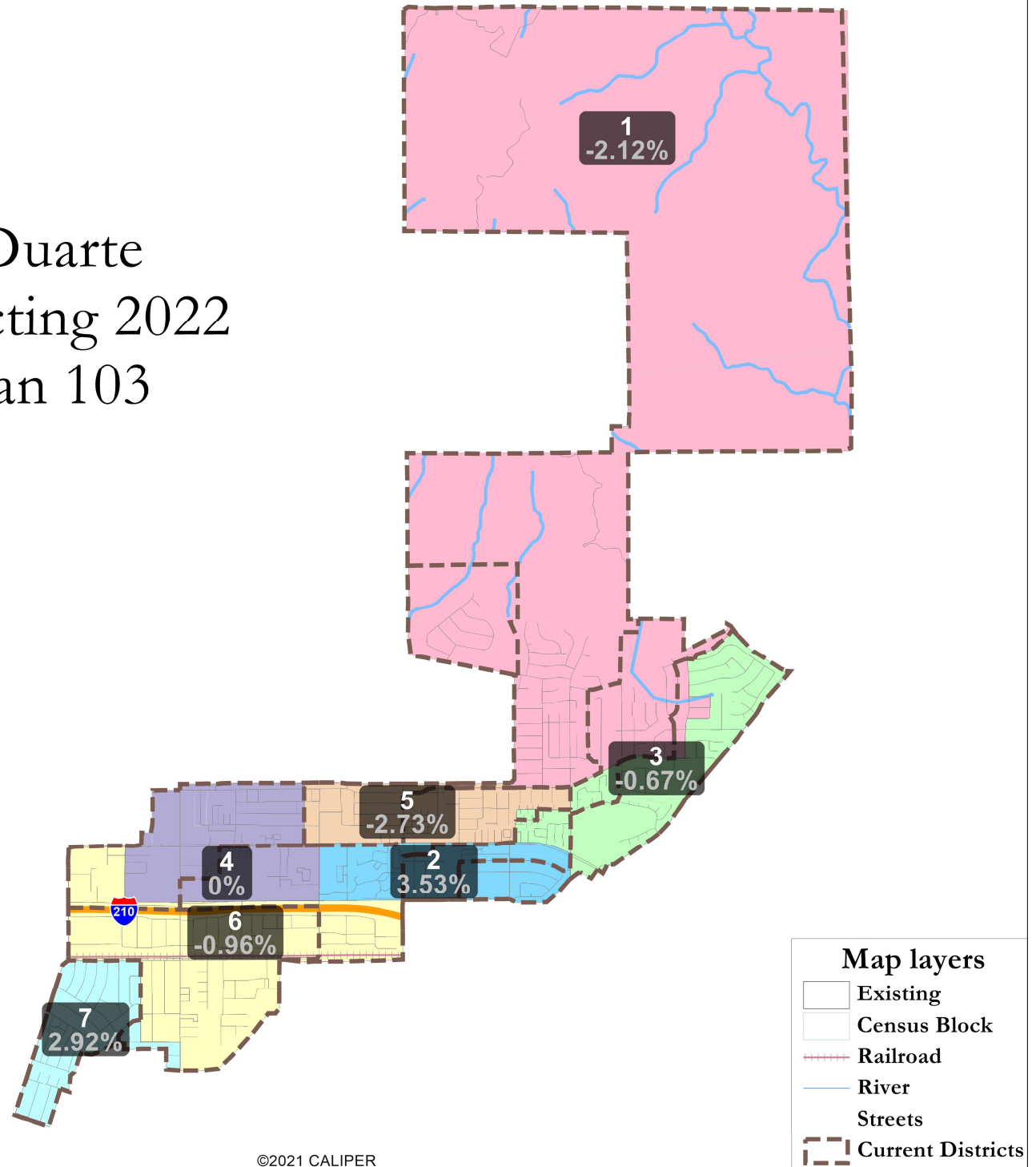
City of Duarte Redistricting 2022 Draft Map 101 Revised Council Requested Map



City of Duarte Redistricting 2022 Draft Map 102 Council Requested Map

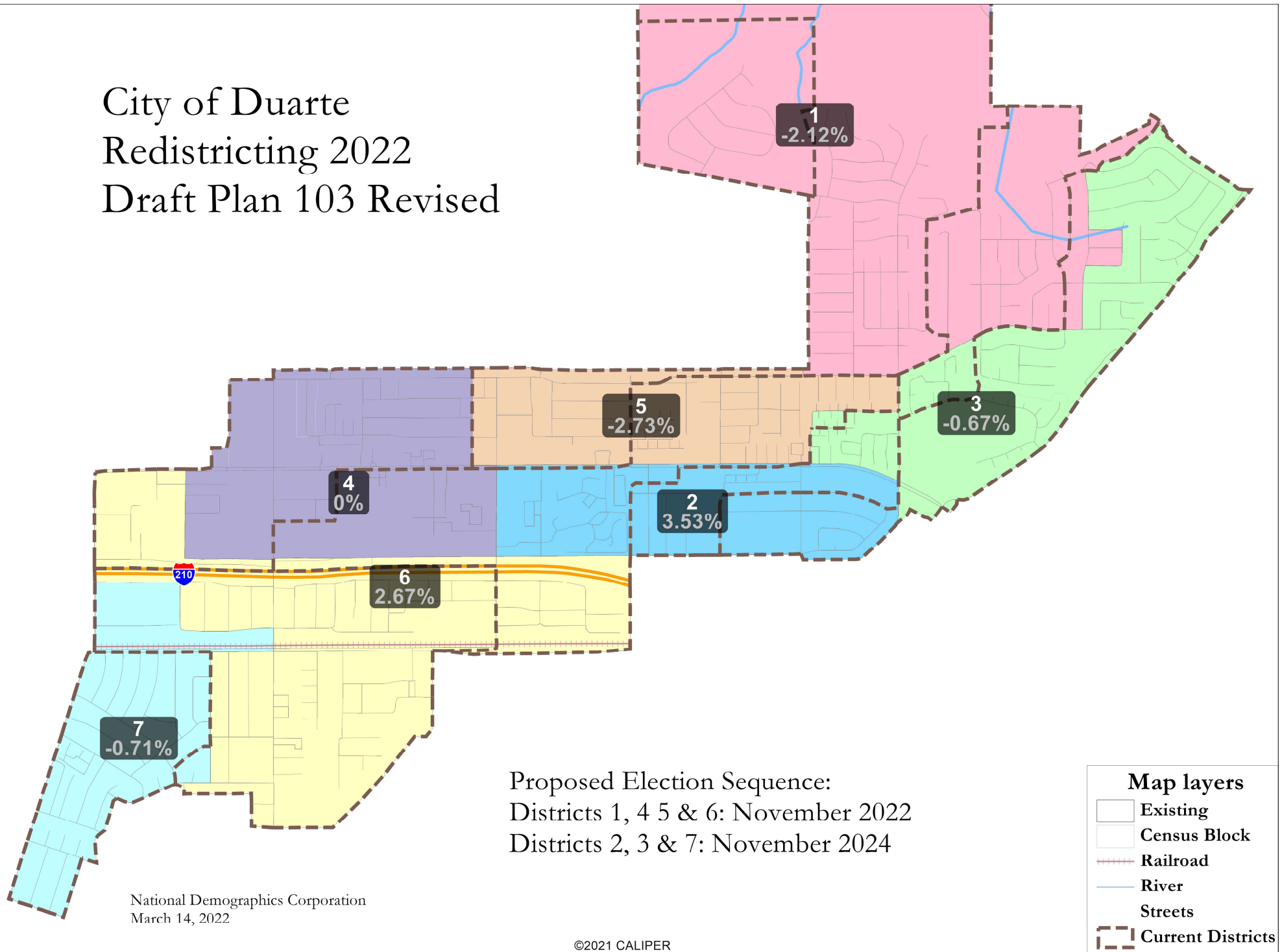


City of Duarte Redistricting 2022 Draft Plan 103

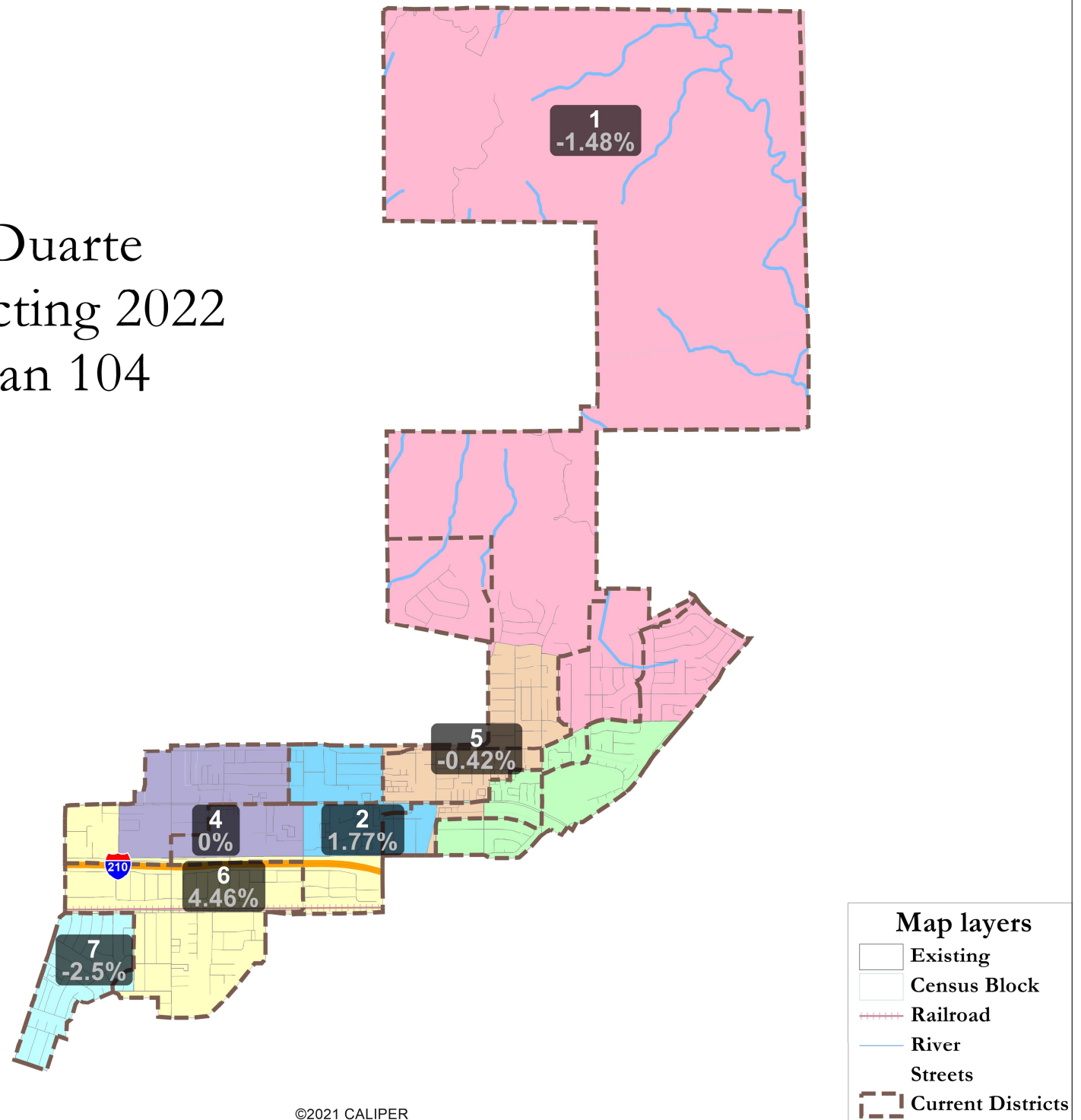


National Demographics Corporation
February 1, 2022

City of Duarte Redistricting 2022 Draft Plan 103 Revised

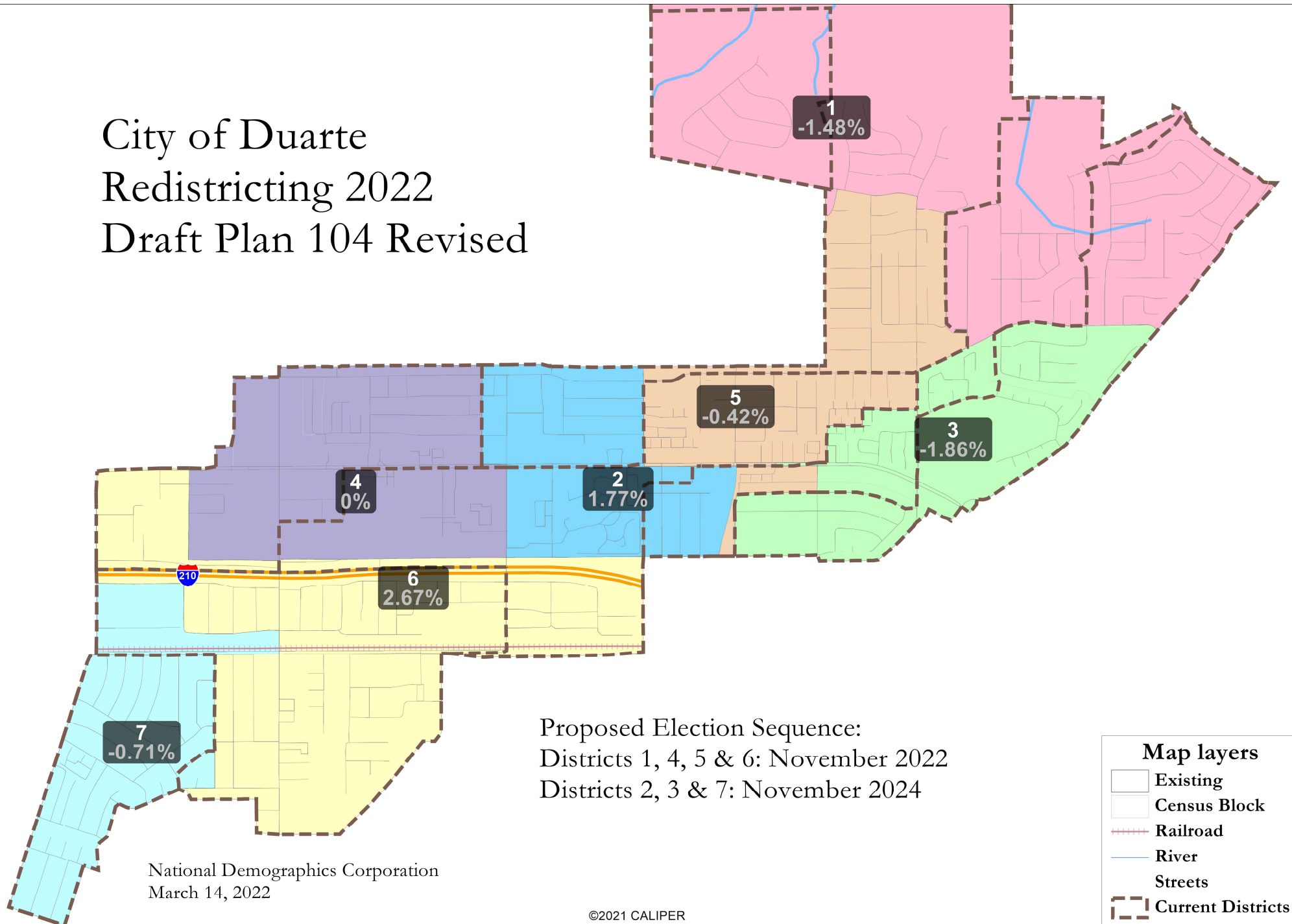


City of Duarte Redistricting 2022 Draft Plan 104

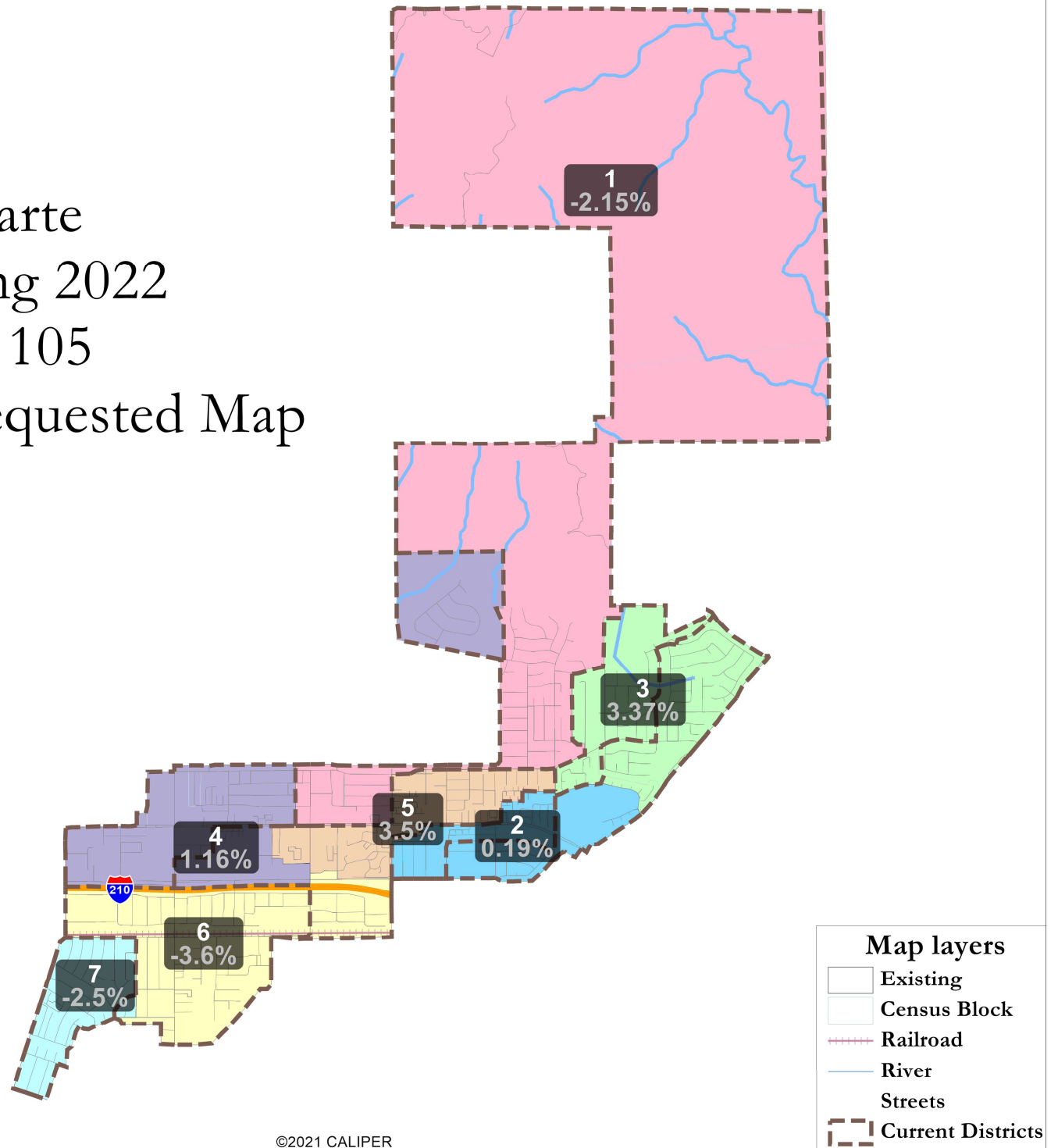


National Demographics Corporation
February 1, 2022

City of Duarte Redistricting 2022 Draft Plan 104 Revised

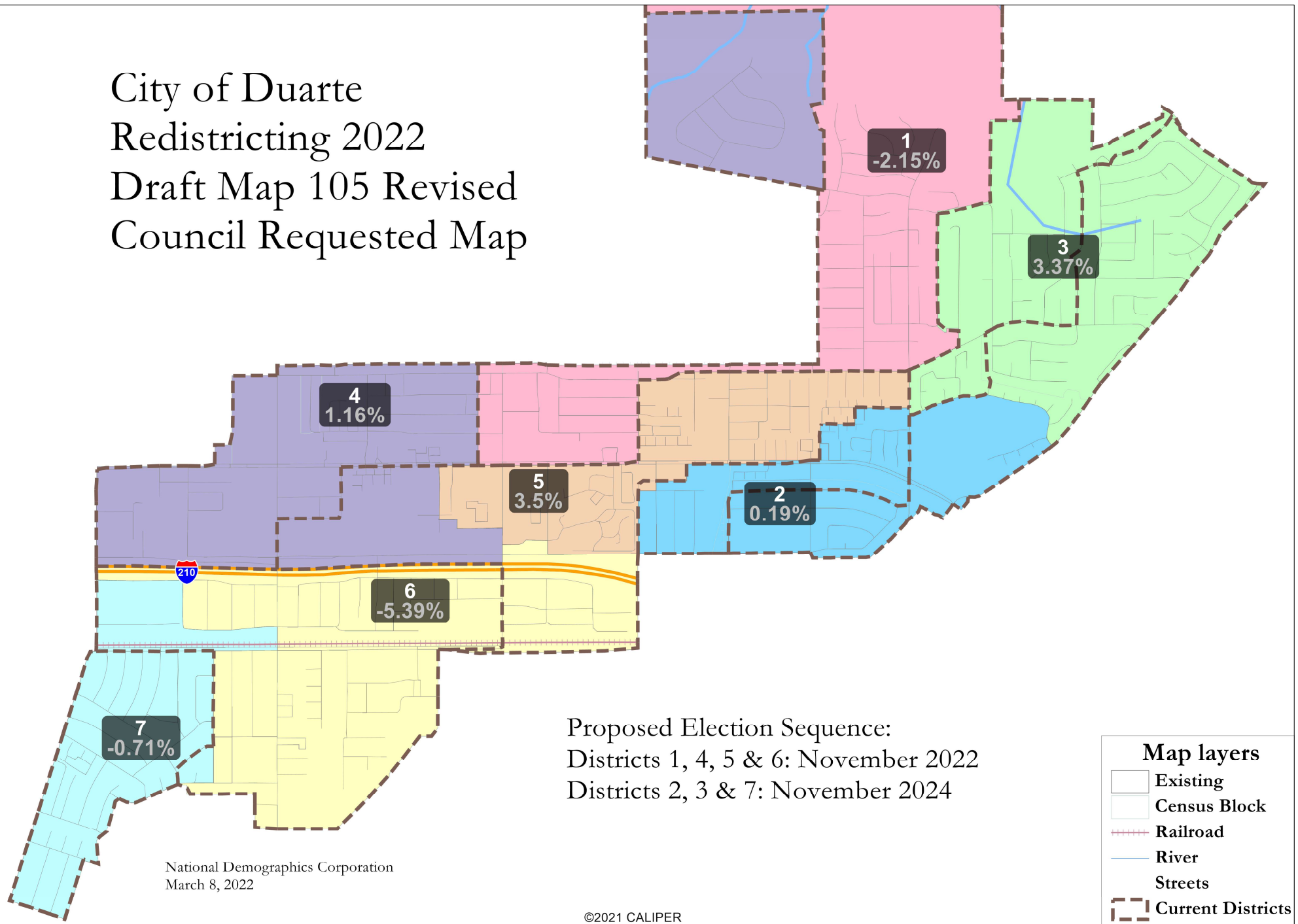


City of Duarte Redistricting 2022 Draft Map 105 Council Requested Map



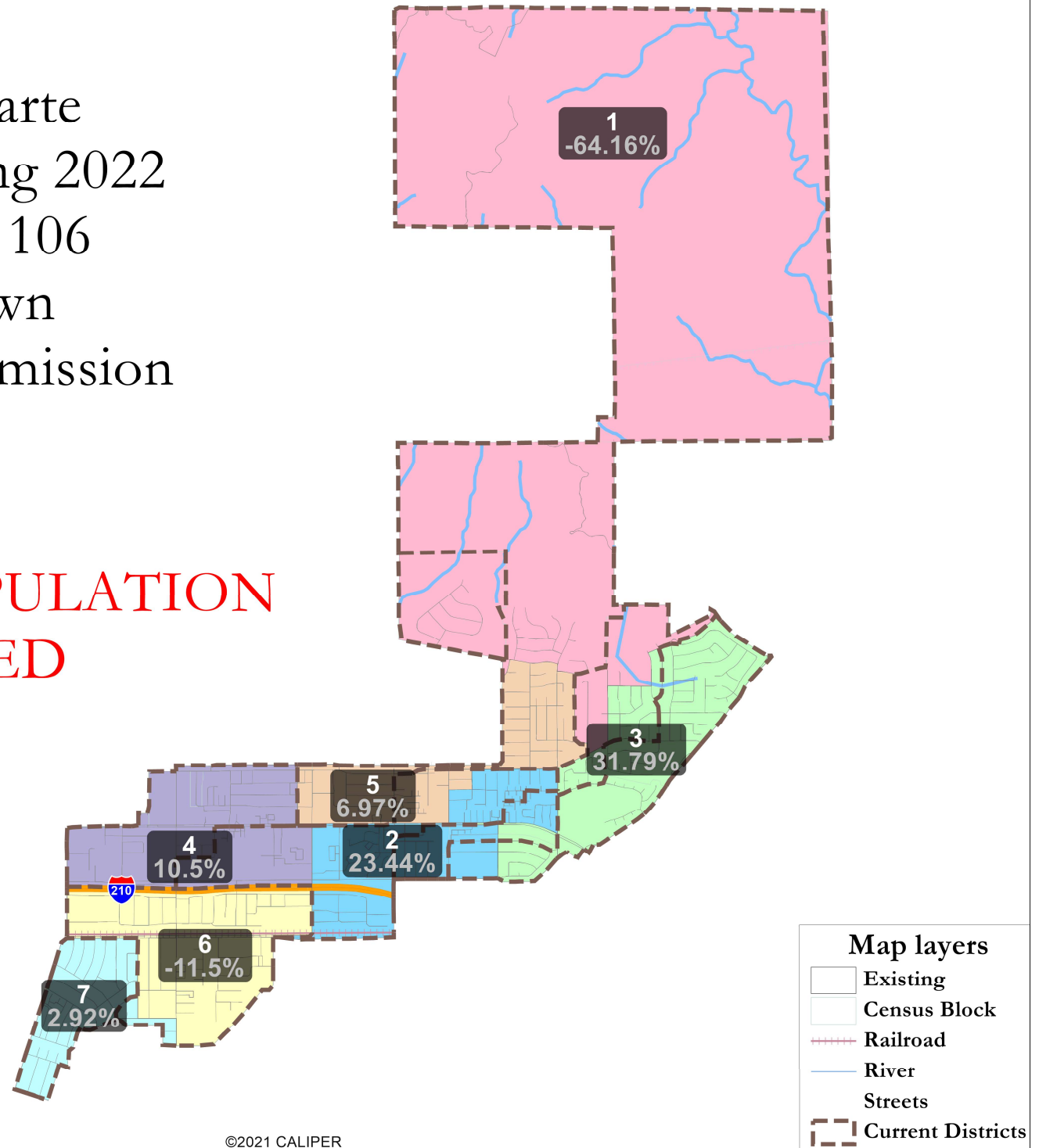
National Demographics Corporation
February 1, 2022

City of Duarte Redistricting 2022 Draft Map 105 Revised Council Requested Map



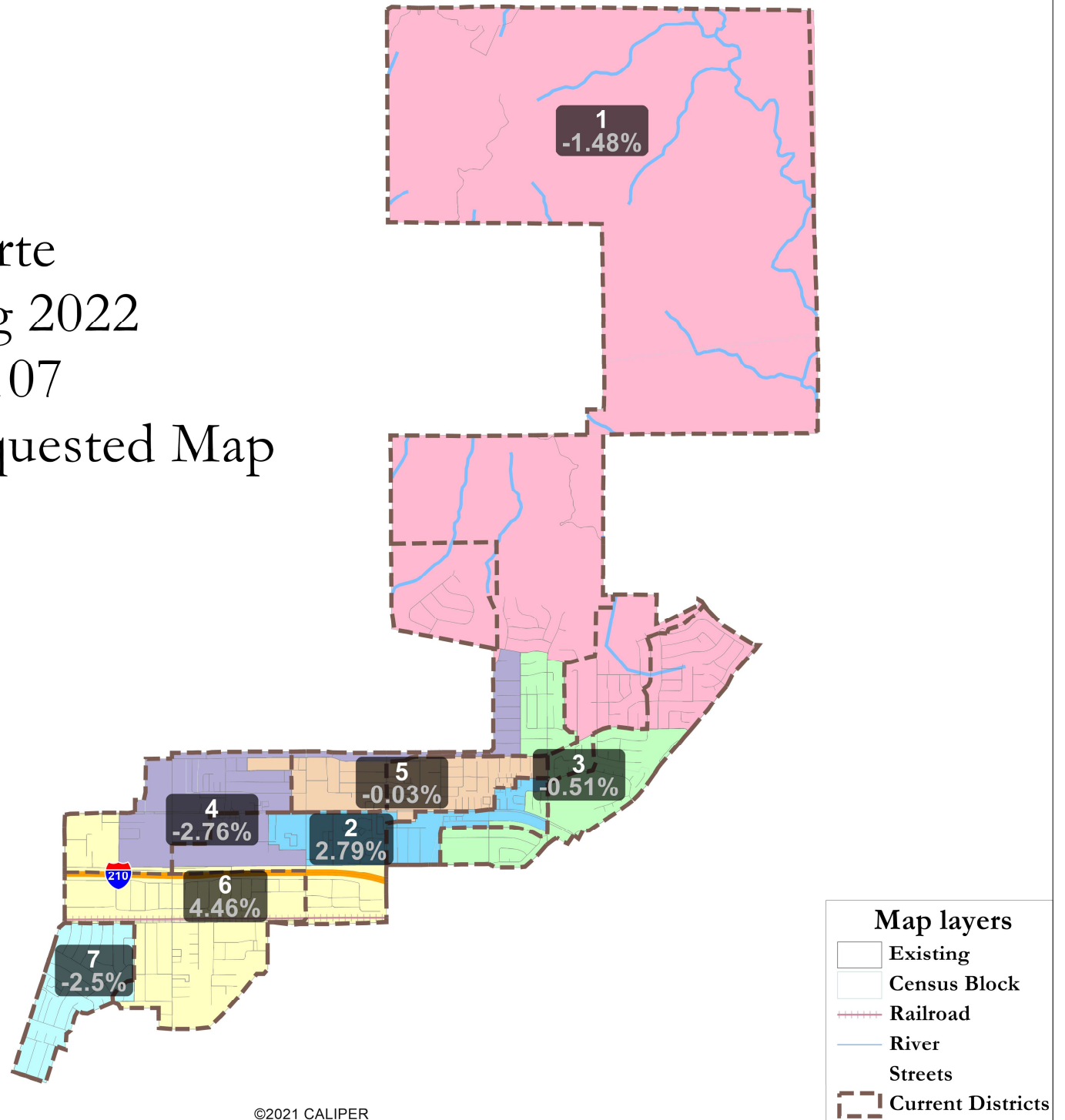
City of Duarte
Redistricting 2022
Draft Map 106
Hand-Drawn
Public Submission

NOT POPULATION
BALANCED



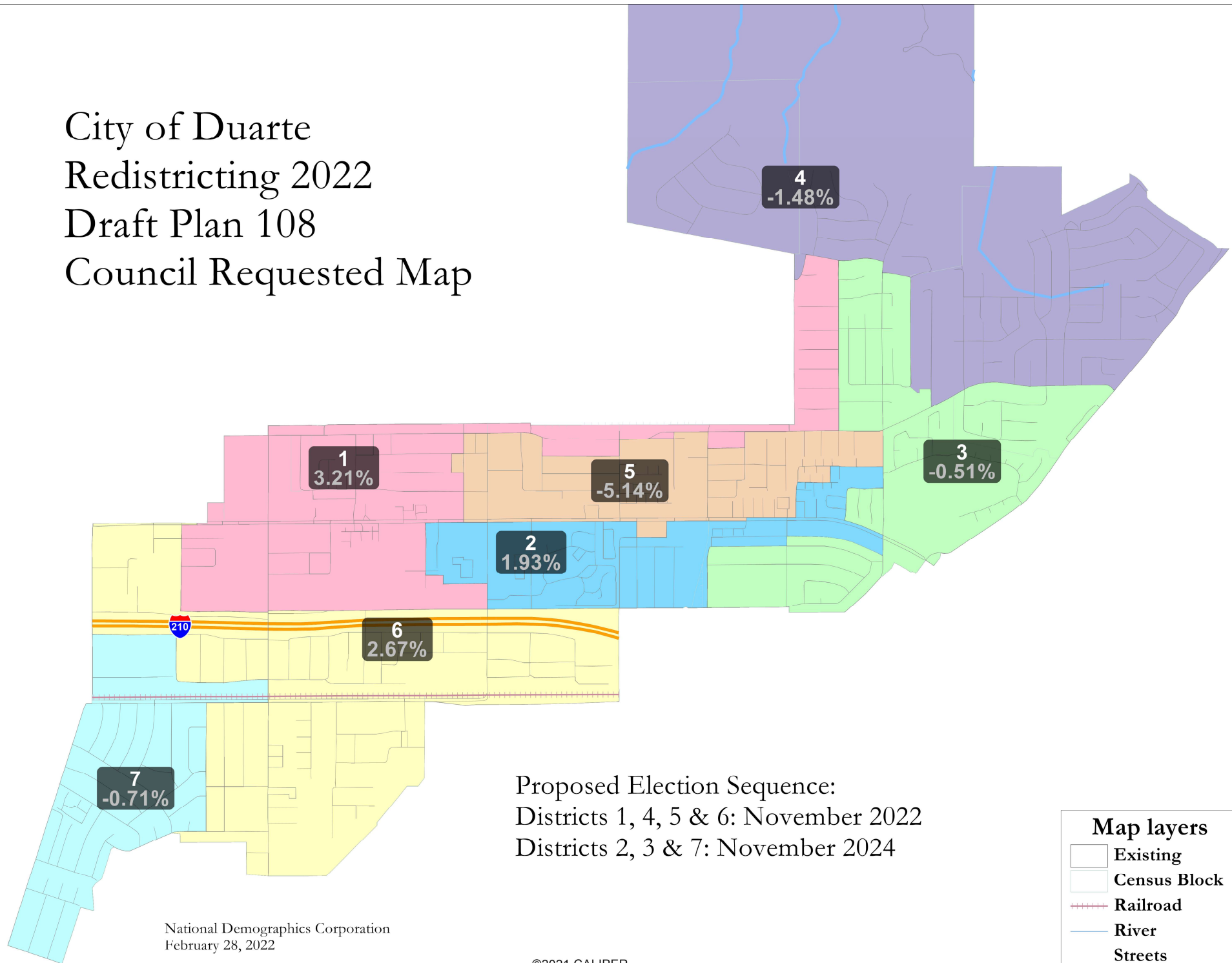
National Demographics Corporation
February 1, 2022

City of Duarte Redistricting 2022 Draft Plan 107 Council Requested Map

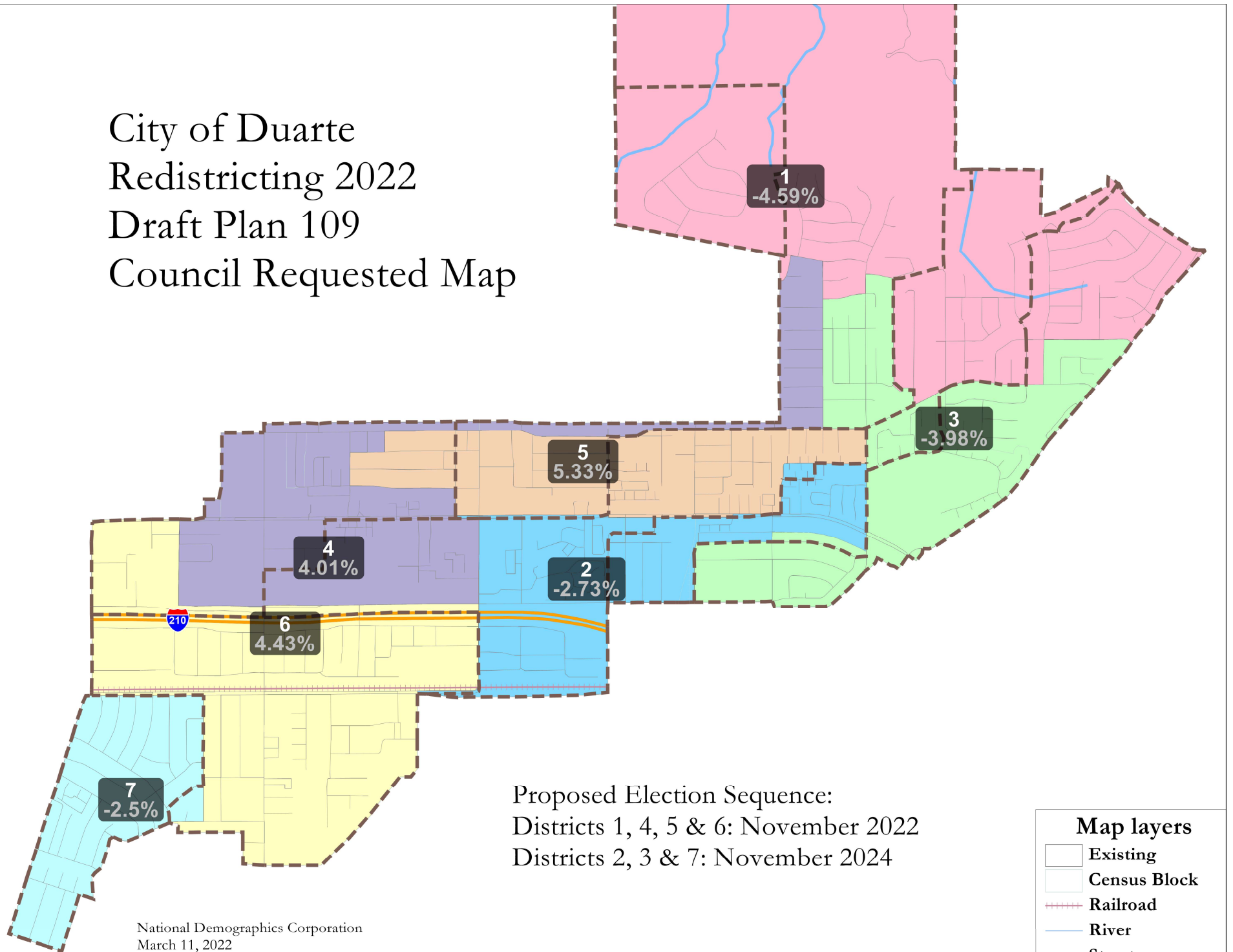


National Demographics Corporation
February 1, 2022

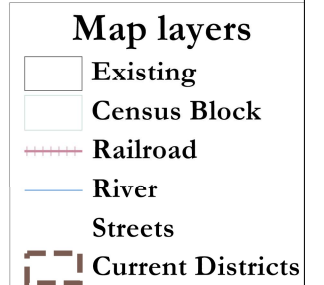
City of Duarte
Redistricting 2022
Draft Plan 108
Council Requested Map



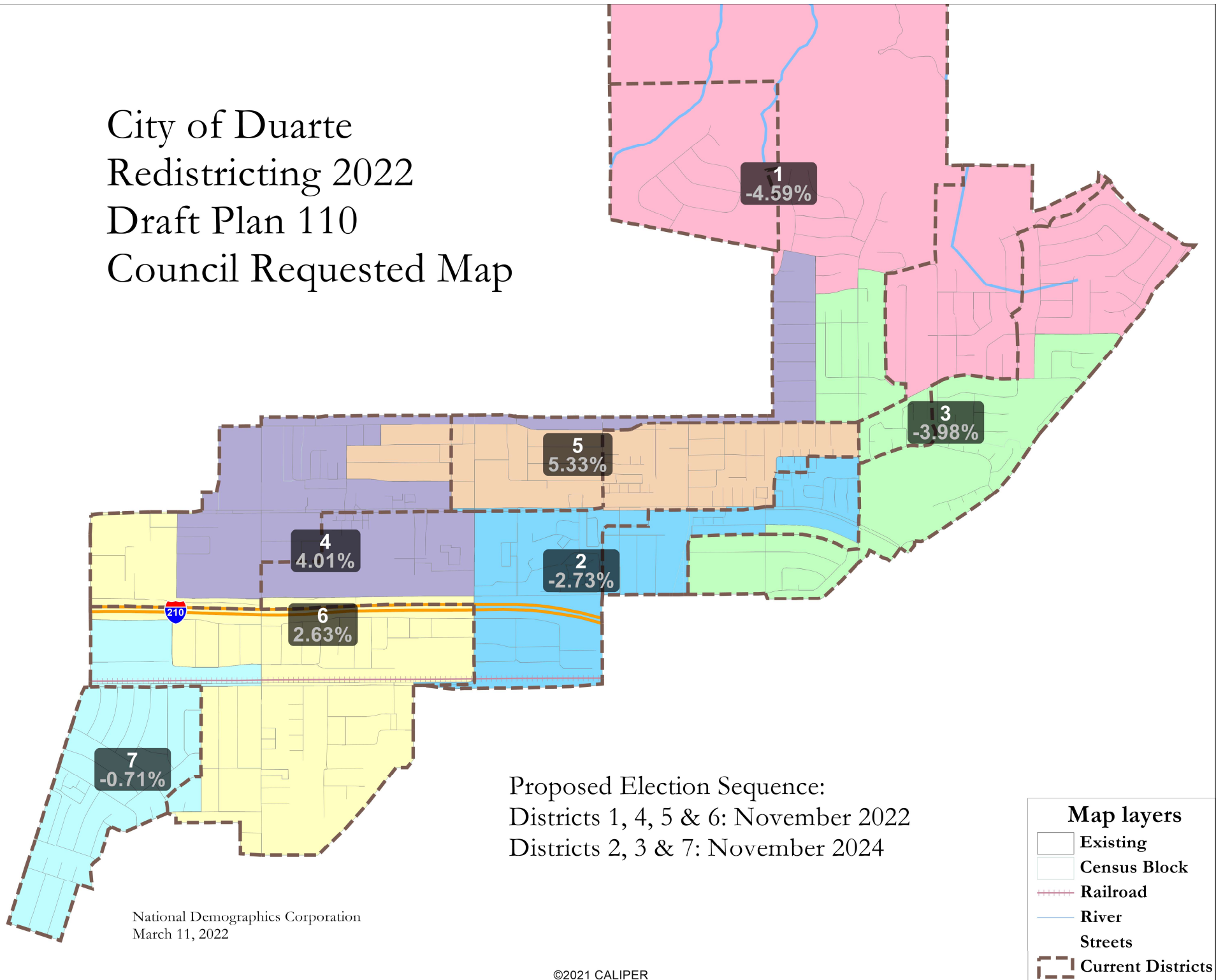
City of Duarte
Redistricting 2022
Draft Plan 109
Council Requested Map



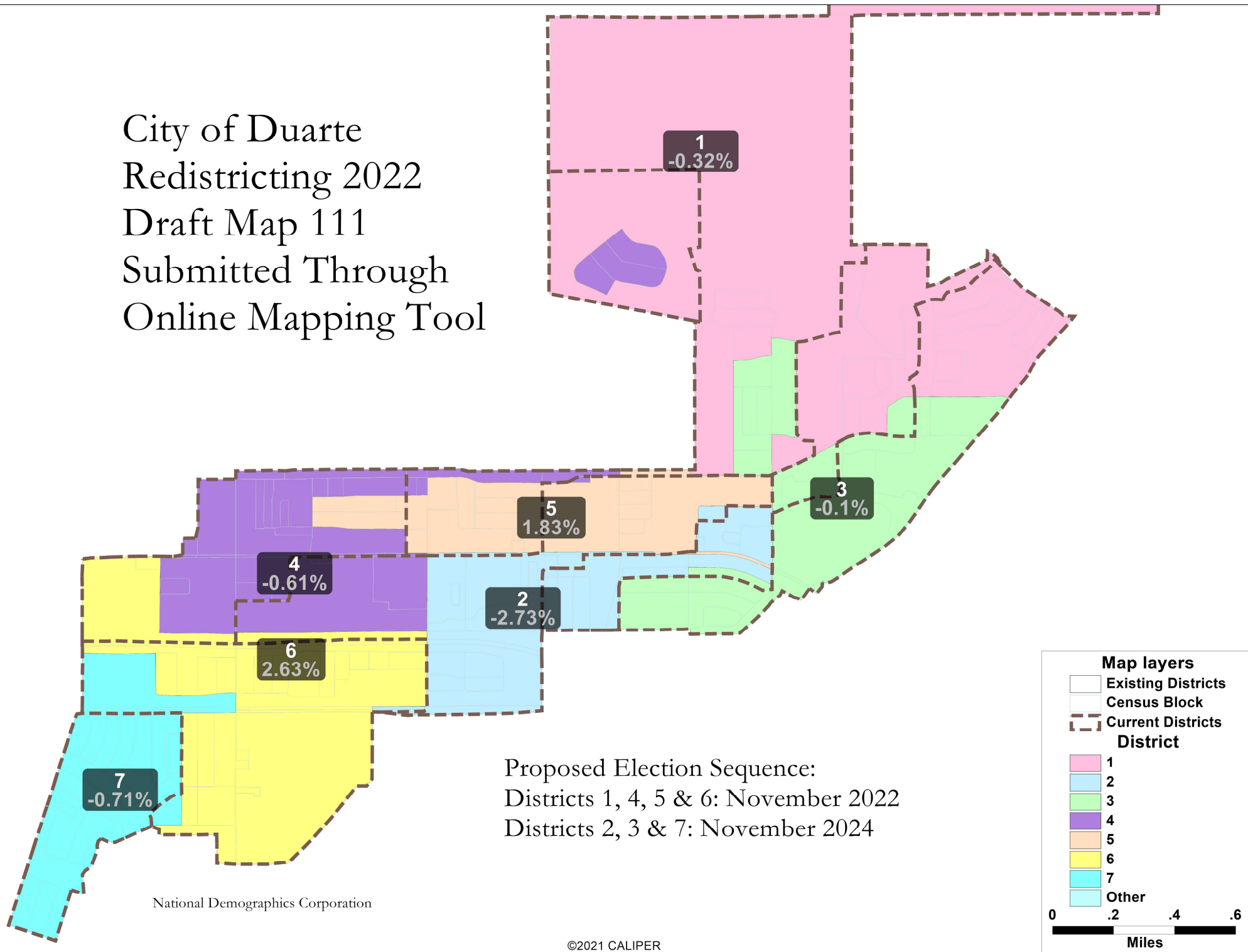
National Demographics Corporation
March 11, 2022

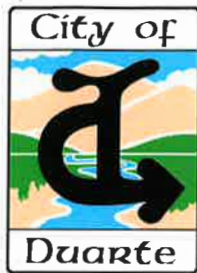


City of Duarte
Redistricting 2022
Draft Plan 110
Council Requested Map



City of Duarte
Redistricting 2022
Draft Map 111
Submitted Through
Online Mapping Tool





AGENDA REPORT

MEETING DATE: March 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Maia McCurley, Associate Planner

SUBJECT: Municipal Code Amendment 22-02
A City-initiated request to repeal Chapter 19.30 "Inclusionary Housing" of the Duarte Development Code

RECOMMENDATION: Introduce Ordinance No. 908, repealing Chapter 19.30 "Inclusionary Housing" and modifying Chapter 19.10 "Residential Zones" and Chapter 19.160 "Definitions" within Title 19 "Development Code" of the City of Duarte Municipal Code

FISCAL IMPACT: No Impact. Inclusionary housing fees have not been imposed since 2016.

BACKGROUND

On May 24, 2005, the City adopted Ordinance No. 778 (Municipal Code Amendment 05-1), enacting what is currently Chapter 19.30 "Inclusionary Housing" of the Duarte Development Code¹. The ordinance established a City-wide Inclusionary Housing Program requiring new residential developments to provide a minimum of fifteen percent (15%) of units affordable to very low, low, and moderate income households, or alternatively, pay an in-lieu fee to be deposited into an Inclusionary Housing Trust Fund, to be utilized exclusively for the purpose of providing affordable housing throughout the City. The purpose of the Inclusionary Housing Program is to facilitate the development of affordable housing within the community in alignment with the City's Housing Element goals and policies.

Unfortunately, the success of the City's Inclusionary Housing Program was hampered by several impediments. The Great Recession of 2007-2009 severely hindered new residential development, and the 2012 dissolution of Redevelopment Agencies, along with their affordable housing set-aside funds, meant a loss of funding intended to supplement the in-lieu fees deposited into the City's Inclusionary Housing Trust Fund. Ultimately, these circumstances resulted in the production of zero (0) inclusionary housing units and an insufficient amount of in-lieu funds to effectively provide additional affordable housing during the Inclusionary Housing Program's first ten (10) years.

¹ After adoption of the comprehensive Duarte Development Code in 2010, Chapter 19.68 "Inclusionary Housing" of the Municipal Code was changed to Chapter 19.30 "Inclusionary Housing" of the Development Code.

Given these lackluster results, the City adopted Ordinance No. 865 (Municipal Code Amendment 16-02) on June 28, 2016, effectively suspending the Inclusionary Housing Program for a period of five (5) years by exempting all residential developments securing certificates of occupancy between July 31, 2016 to July 31, 2021 from the requirements of the Inclusionary Housing Program. The temporary suspension provided the opportunity to monitor housing developments and trends, and assess the Inclusionary Housing Program's efficacy in facilitating the development of affordable housing within the City. As of August 1, 2021, the suspension has ended. At this juncture, the City must evaluate the information gleaned during the suspension period and make a final determination as to the future of the Inclusionary Housing Program.

DISCUSSION/ANALYSIS

As part of the City's 6th Cycle Housing Element Update, and to better understand the impact of the City's Inclusionary Housing Program upon housing development, an inclusionary housing feasibility study was completed by Harris & Associates in August 2020 (Attachment B). The study, which was incorporated into the City's adopted 2021-2029 Housing Element as Appendix E, involved development of a pro forma analysis for a multi-family rental project subject to the requirements of the City's Inclusionary Housing Program. The pro forma analysis assumed project characteristics similar to an existing multi-family rental project within the City – Esperanza at Duarte Station – to calculate expected rates of return with and without the Inclusionary Housing Program's associated in-lieu fee. The analysis found the existing rate of return on multi-family housing developments within the City of Duarte is less than the Los Angeles County average rate of a return on a multi-family housing development. When factoring in the potential in-lieu fees associated with the Inclusionary Housing Program, the rate of return becomes even lower, which significantly reduces the financial feasibility of such projects.

The findings of the analysis demonstrate the Inclusionary Housing Ordinance's resulting impact on the financial feasibility of projects is likely to make the City less appealing for new development and may discourage development altogether. Furthermore, the Inclusionary Housing Ordinance may compromise the City's positioning as a desirable location in a competitive development environment, especially when only two (2) other cities within the San Gabriel Valley – Pasadena and Claremont – currently have implemented Inclusionary Housing Ordinances; an inclusionary requirement may compel developers to seek development opportunities in jurisdictions without in-lieu fee requirements. The minimal amount of development that occurred during the first ten (10) years of the Inclusionary Housing Program as compared to the more than 900 residential units that were either in the entitlement process, approved, or under construction in the time following suspension of the Inclusionary Housing Ordinance, points to the Inclusionary Housing Program's encumbrance upon development. Still, if residential development does continue to occur within the City despite the low rate of return and despite the implementation of the Inclusionary Housing Program, the COVID-19 pandemic's impact on the decline of rental rates is likely to further reduce the rate of return on development projects, which in turn may result in a limited and insufficient amount of in-lieu fee revenue, essentially mirroring the same circumstances that were evidenced prior to the suspension of the Inclusionary Housing Program.

The feasibility study also describes how State-wide legislative changes that have been implemented in the time since the Inclusionary Housing Program suspension period went into

effect have provided new methods for incentivizing affordable housing development. Specifically, State mandates related to accessory dwelling units and density bonuses have provided additional tools for enabling and incentivizing the construction of affordable housing through enacting requirements related to the streamlining of the development process. Legislative changes in the available funding mechanisms for affordable housing, such as the establishment of the San Gabriel Valley Regional Housing Trust; the SB 2 grant; and the Low-Income Housing Tax Credit program, have also provided additional resources to cities and developers for funding affordable housing. Collectively, these changes provide alternative tools for encouraging and developing the construction of affordable housing without placing any additional financial burden upon developers. The study illustrates how these various legislative changes designed to promote and stimulate affordable housing development have impacted the need for, as well as feasibility of, continuing the Inclusionary Housing Program.

Ultimately, the feasibility study suggests that the use of alternative tools that do not increase construction and development costs in the same manner as the Inclusionary Housing Program, such as the aforementioned State funding mechanisms and development streamlining processes, are likely to be more effective at producing affordable housing within the City. While the City remains committed to its goal of encouraging the development of affordable housing and providing affordable housing opportunities within Duarte, as outlined in the recently adopted 2021-2029 Housing Element, the feasibility study makes clear the repeal of the Inclusionary Housing Ordinance is the most effective path forward to accomplishing these goals. The findings of the study informed the decision not to include the Inclusionary Housing Ordinance and implementation of the Inclusionary Housing Program in the City's recently adopted 2021-2029 Housing Element's list of housing programs for the provision of affordable housing, effectively signaling the need for the City to discontinue the Inclusionary Housing Ordinance and Program.

To date, Duarte is one of only six (6) cities in the Southern California Association of Governments (SCAG) region to have its housing element certified by the Department of Housing and Community Development (HCD). This is affirmation that the State concurs with the City's assessment that alternate measures are adequate in meeting local affordable housing goals.

As such, the Planning Commission reviewed Municipal Code Amendment 22-02 at their February 28, 2022 meeting and voted unanimously to approve PC Resolution 22-02, recommending the City Council repeal the City's Inclusionary Housing Ordinance, in its entirety.

Environmental Impact

The proposal has been reviewed with respect to environmental impact and staff has determined that the project is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 of Title 14 of the California Code of Regulations and exempt pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. No further environmental review is required at this time in accordance with CEQA Guidelines, and a Notice of Exemption has been prepared for the project.

RECOMMENDATION

Introduce Ordinance No. 908, repealing Chapter 19.30 “Inclusionary Housing” and modifying Chapter 19.10 “Residential Zones” and Chapter 19.160 “Definitions” within Title 19 “Development Code” of the City of Duarte Municipal Code.

FISCAL IMPACT

No Impact. Inclusionary housing fees have not been imposed since 2016.

ATTACHMENTS

Attachment A – Ordinance No. 908

Attachment B – Appendix E of the City of Duarte 2021-2029 Housing Element

EXHIBIT A

ORDINANCE NO. 908

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 22-02 REPEALING CHAPTER 19.30 “INCLUSIONARY HOUSING” AND MODIFYING CHAPTER 19.10 “RESIDENTIAL ZONES” AND CHAPTER 19.160 “DEFINITIONS” WITHIN TITLE 19 “DEVELOPMENT CODE” OF THE CITY OF DUARTE MUNICIPAL CODE THEREBY TERMINATING THE CITY’S INCLUSIONARY HOUSING PROGRAM

WHEREAS, on May 24, 2005, the City adopted Ordinance No. 778 (Municipal Code Amendment 05-1), enacting what is currently Chapter 19.30 “Inclusionary Housing” of the Duarte Development Code, which established a City-wide Inclusionary Housing Program; and

WHEREAS, in the years following the creation of the Inclusionary Housing Program, a combination of circumstances, including the dissolution of Redevelopment Agencies and associated elimination of the required 20% set-aside funds for low-and-moderate-income housing, as well as the Great Recession of 2007-2009, ultimately resulted in the production of zero inclusionary housing units and an insufficient amount of in-lieu funds necessary to effectively provide additional affordable housing; and

WHEREAS, on June 28, 2016, the City adopted Ordinance No. 865 (Municipal Code Amendment 16-02), temporarily suspending the Inclusionary Housing Program for a five-year period between July 31, 2016 and July 31, 2021 allowing the City the opportunity to monitor housing developments and trends, and evaluate the Inclusionary Housing Program’s efficacy in facilitating the development of affordable housing within the City; and

WHEREAS, several legislative changes related to density bonus requirements, accessory dwelling units, and affordable housing funding mechanisms have occurred in the time since the Inclusionary Housing Program was suspended, offering additional tools to encourage and promote the development of affordable housing; and

WHEREAS, during the suspension period the City has seen an exponential rise in housing development with a combination of more than 900 residential units in the entitlement process, approved, or under construction; and

WHEREAS, the findings of the analyses the City conducted during the suspension period demonstrated that the Inclusionary Housing Program may have a negative impact on residential construction and that alternative incentives and policy measures may be more effective and productive at furthering the City’s goal of providing affordable housing; and

WHEREAS, the City remains committed to advancing efforts to provide affordable housing within the City and the findings of the analyses completed within recent years support the

repeal of the City's Inclusionary Housing Ordinance so as not to impede the development of affordable housing within the City; and

WHEREAS, Section 19.142.030 through 19.142.060 of the Duarte Development Code authorizes both the Planning Commission and the City Council to consider such requests subject to certain findings; and

WHEREAS, the Community Development Department has reviewed the project with respect to environmental impact and has determined that the application is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 of Title 14 of the California Code of Regulations and exempt pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations; and

WHEREAS, a notice of a public hearing on the proposed Municipal Code Amendment was published in the local newspaper and posted at three (3) public locations pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the Planning Commission of the City of Duarte held a duly noticed public hearing on February 28, 2022 at 7 PM, whereupon the Planning Commission received and considered the staff report and all of the information, evidence, and public testimony presented in connection with the foregoing public hearing on the proposed Municipal Code Amendment; and

WHEREAS, after careful study and the holding of a duly noticed public hearing, the Planning Commission adopted a resolution recommending that the City Council adopt and approve Municipal Code Amendment 22-02 repealing Chapter 19.30 "Inclusionary Housing" of the Duarte Development Code, and modifying Chapter 19.10 "Residential Zones" and Chapter 19.160 "Definitions" of the Duarte Development Code to remove references to Chapter 19.30 and the Inclusionary Housing Program; and

WHEREAS, notice of a public hearing on Municipal Code Amendment 22-02 was provided pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report for Municipal Code Amendment 22-02, and all information, evidence, and public testimony received at the public meeting held on March 22, 2022 in the City Council Chambers.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The Recitals above are true and correct, and incorporated herein by this reference.

SECTION 2. Chapter 19.30 "Inclusionary Housing" of Article 3 "Regulations Applicable to All Zones" to Title 19 "Development Code" of the City of Duarte Municipal Code is hereby repealed in its entirety.

SECTION 3. The following chapters of the Duarte Development Code are amended to read as follows:

Modifications to Chapters 19.10 “Residential Zones” and 19.160 “Definitions”

(DELETIONS SHOWN AS ~~DOUBLE STRIKE THROUGH~~):

- A. Modify 19.10.090 “Other applicable regulations” of Chapter 19.10 “Residential Zones” of Article 2 “Zones, Allowable Uses, and Development Standards” to Title 19 “Development Code” of the City of Duarte Municipal Code as follows:

19.10.090 – Other applicable regulations.

In addition to the requirements contained in this Chapter 19.10 (Residential Zones), regulations contained in the following Chapters may apply to development in residential zones.

~~Chapter 19.30, Inclusionary Housing.~~

Chapter 19.32, Site Planning and General Development Standards.

Chapter 19.34, Accessory Structures.

Chapter 19.36, Fences, Walls, and Hedges.

Chapter 19.38, Off-Street Parking Regulations and Design.

Chapter 19.40, Landscaping.

Chapter 19.42, Signs.

Chapter 19.44, Architectural and Design Standards.

Chapter 19.48, Property Maintenance.

Chapter 19.50, Performance Standards.

Chapter 19.52, Sustainable Development Practices.

Article 4, Standards for Specific Land Uses and Activities.

- B. Modify “Inclusionary Housing Agreement,” “Inclusionary Housing Plan,” “Inclusionary Units,” and “In-lieu Fee” of 19.160.100 “I Definitions” of Chapter 19.160 “Definitions” of Article 9 “Definitions” to Title 19 “Development Code” of the City of Duarte Municipal Code as follows:

~~**Inclusionary Housing Agreement.** A legally binding agreement between a developer and the city in form and substance satisfactory to the director and city attorney, setting forth those provisions necessary to ensure that the requirements of this chapter, whether through the provision of inclusionary units or through an alternative method permitted by this Chapter, are satisfied.~~

~~**Inclusionary Housing Plan.** The plan referenced in Section 19.30 and further described in the regulations, which sets forth the manner in which the requirements of this chapter will be implemented for a particular residential development.~~

~~**Inclusionary Units.** A dwelling unit that will be offered for rent or sale to very low, low, or moderate income households, at the applicable affordable housing cost, pursuant to this chapter.~~

Industry. Establishments engaged in the manufacturing of finished parts or products, either from raw materials or previously prepared materials, within an enclosed structure. Includes processing, fabrication, assembly, treatment, testing (e.g., laboratories), packaging, incidental office storage, sales, and distribution of the parts or products; and laundry and dry cleaning plants. Excludes vehicle/equipment rentals (“Vehicle/Equipment Rentals”), vehicle repair and service (“Vehicle Repair and Service”), vehicle sales (“Vehicle Sales”).

- **Light.** The manufacture and/or processing of consumer-oriented goods in a manner that does not produce noticeable odors, air emissions, or other environmental effects, and that has limited associated trucking activity. Light industries generally require limited amounts of raw materials to produce goods. Examples of light industries include, but are not limited to, the manufacture of clothes, shoes, furniture, consumer electronics, and household items.
- **Heavy.** The manufacture and/or processing of materials and goods utilizing large quantities of raw materials, and generally requiring high capitalization and production of large quantities of output. Heavy industry often sells output to other business users rather than consumers. Characteristics of heavy industry include, but are not limited to, heavy trucking activity, noise, emissions requiring federal or state environmental permits, use of large quantities of hazardous materials as defined the U.S. Environmental Protection Agency, and requirement for specialized permits from federal and state occupational health and safety agencies.

Inflation Rate. The rate of water entry into the soil expressed as a depth of water per unit of time (inches per hour).

~~**In lieu Fee.** The fee based alternative to the provision of on site affordable units. See Section 19.30.040 (In Lieu Fee).~~

Internet/Cyber Café. An establishment that provides more than three computers and/or other electronic devices, for access to that system commonly referred to as the “internet,” e-mail, playing video games over the Internet or other network system, and/or access to other computer software programs, to the public for compensation and/or for public access. Internet café is also synonymous with PC café, cyber café, internet gaming center, computer/internet rental and cyber centers. See “Commercial Recreation and Entertainment.”

SECTION 4. The City Council finds and determines that this ordinance is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 of Title 14 of the California Code of Regulations and exempt pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. Therefore, no further environmental review is required in accordance with CEQA Guidelines, and a Notice of Exemption has been prepared for this project.

SECTION 5. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be published using the alternative summary and posting procedure authorized under Government Code Section 36933(c) by publishing the following:

SUMMARY OF ORDINANCE NO. 908

NOTICE IS HEREBY GIVEN that the Duarte City Council, at its regular meeting of March 22, 2022, introduced for first reading, Ordinance No. 908 which will adopt Municipal Code Amendment 22-02 repealing Chapter 19.30 “Inclusionary Housing” and modifying Chapter 19.10 “Residential Zones” and Chapter 19.160 “Definitions” within Title 19 “Development Code” of the City of Duarte Municipal Code thereby terminating the City’s Inclusionary Housing Program.

A certified copy of the Ordinance is available for review in the City Clerk’s Office at City Hall, located at 1600 Huntington Drive, Duarte, California 91010. The Ordinance is scheduled to be considered and potentially adopted at the regularly scheduled City Council meeting of March 22, 2022. The Ordinance will take effect 30 days after second reading and adoption.

After second reading/adoption of this Ordinance, if adopted:

SUMMARY OF ADOPTED ORDINANCE NO. 908

NOTICE IS HEREBY GIVEN that on _____, 2022, the City Council adopted Ordinance No. 908.

ORDINANCE NO. 908

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 22-02 REPEALING CHAPTER 19.30 “INCLUSIONARY HOUSING” AND MODIFYING CHAPTER 19.10 “RESIDENTIAL ZONES” AND CHAPTER 19.160 “DEFINITIONS” WITHIN TITLE 19 “DEVELOPMENT CODE” OF THE CITY OF DUARTE MUNICIPAL CODE THEREBY TERMINATING THE CITY’S INCLUSIONARY HOUSING PROGRAM

I, ANNETTE JUAREZ, City Clerk of the City of Duarte, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 908 was duly passed and adopted at a regular meeting of the City Council held on _____, 2022, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

THE FOREGOING ORDINANCE IS PASSED, APPROVED, AND ADOPTED by a vote of no less than a majority of City Council at a regular meeting of the City Council of the City of Duarte held on the _____ day of _____, 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, 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. 908 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____ 2022, by the following vote:

AYES:	Councilmembers:
NOES:	Councilmembers:
ABSENT:	Councilmembers:

Annette Juarez, City Clerk
City of Duarte, California

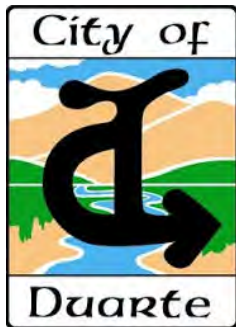
Appendix E

Inclusionary Housing Feasibility Study and Affordable Housing Overlay Feasibility

Inclusionary Housing Feasibility Study

August 28, 2020

Prepared for:



City of Duarte

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Table of Contents

Section 1	Executive Summary	1
Section 2	Background	3
Section 3	Assumptions.....	4
Section 4	Feasibility Analysis	5
	4.1 Rate of Return	5
	4.2 COVID-19 Pandemic	6
	4.3 San Gabriel Valley Inclusionary Housing Ordinances	6
Section 5	Findings	7
	5.1 Changes in Affordable Housing Funding	7
	5.2 Affordable Housing Grants	7
	5.3 Density Bonus Law	8
	5.4 Low-Income Housing Tax Credits	8
	5.5 Accessory Dwelling Units	8

Appendices

Appendix A – Residences at Duarte Station 30-year Cash Flow

Section 1 Executive Summary

As part of the 6th cycle Housing Element process currently underway, Harris & Associates (“Harris”) was retained by Karen Warner Associates to review the feasibility of implementing the City of Duarte’s (“City”) Inclusionary Housing Ordinance that was suspended in 2016 (“IH Ordinance”). Harris assessed the impact of the IH Ordinance on the financial feasibility of a prototype rental project in Duarte (similar to what a developer would do when considering a market-rate housing project). A pro forma analysis (i.e., a comparison of development costs and rental revenues) of a prototype rental development was prepared to determine if an Inclusionary Housing In-Lieu Fee (“In-Lieu Fee”) would affect the financial feasibility of development. The findings of the analysis include the following:

1. **Overall, the required rate of return on multi-family housing projects in Duarte is below the Los Angeles County average without the In-Lieu Fee** – According to CBRE, the average rate of return for a multifamily project in LA County during the 4th Quarter of 2019 was 4.6%. The pro forma analysis shows a 4.32% rate of return without the In-Lieu Fees, but falls to 4.30% if In-Lieu Fees are included. With the rate of return below average to start with, additional fees will likely discourage housing development.
2. **Declining Rents Resulting from the COVID-19 Pandemic Will Further Diminish Rate of Return** - Rent rates throughout LA County have decreased while vacancy rates have increased in recent months due to the COVID-19 pandemic. A lack of rental income growth negatively effects the financial feasibility of rental projects, especially as land values and prices have not declined. These trends could further suppress rates of return and limit the amount of potential In-Lieu Fee revenues, similar to previous years.
3. **Only 2 Other San Gabriel Valley Cities have Inclusionary Housing Requirements** - An analysis of San Gabriel Valley cities show that only Pasadena and Claremont have implemented IH Ordinances. Implementing In-Lieu Fees in the City could create an uncompetitive environment for developers who may choose to pursue projects in neighboring cities without Inclusionary Housing Requirements.
4. **Recent Legislative Changes Provide Incentives for Affordable Housing and Funding Sources (State vs. Local Funding)** – Legislative changes affecting all cities in the State since 2016 have provided incentives to developers to build affordable housing. Density bonus requirements allow for more units to be built on a site if affordable units are included. Accessory dwelling units are also allowed Statewide which is anticipated to produce additional market rate and affordable housing units. There has also been a shift in how affordable housing is funded – State grants are available for the planning and development of housing (including affordable housing). Prior to 2012, funding was available at the local level through Redevelopment.
5. **Implementing an IH Ordinance Could Have a Negative Impact on Residential Construction** - Prior to 2016, the City experienced relatively slow housing production, even after the economy had recovered from the Great Recession. However, since 2017 (the first year after the IH Ordinance was suspended) over 900 residential units are either in the planning stages, have been approved or are under construction in the City. Therefore, other incentives

and policy measures that do not increase construction costs in the City may be more effective at increasing affordable housing development in the City.

Section 2 **Background**

IH Ordinances attempt to increase the supply of affordable units by requiring developers to reserve a certain percentage of housing units for very low, low and moderate-income households in new residential developments, or pay an In-Lieu Fee. In-Lieu Fees are typically deposited into a housing trust fund where they can be used to finance affordable housing development.

In 2005, the City adopted an IH Ordinance which imposed a 15% affordability requirement on new residential development projects with an option to pay an In-Lieu Fee of \$6.50 per square foot instead of constructing the affordable units. However, the City adopted a 5-year suspension of the program in 2016 due to the fact that residential development was not being proposed and therefore not generating In-Lieu Fee revenues. The program's lack of success can likely be attributed to the following factors:

- **The Great Recession** – housing production in the City diminished significantly due to market forces related to the 2008-09 recession.
- **Redevelopment Dissolution** – in 2012, the State of California moved to dissolve all Redevelopment Agencies. Prior to 2012, 20% of property tax increment revenues were set-aside to help finance the development of affordable housing. However, Redevelopment Dissolution eliminated the 20% affordable housing set-aside, which deprived the Inclusionary Housing Trust Fund from a steady source of funds to leverage collected In-Lieu Fee revenues.

The City is reevaluating the feasibility of the IH Ordinance in connection with the 6th Cycle Housing Element currently being prepared.

Section 3 Assumptions

Harris analyzed the financial feasibility of developing a multifamily rental project in the City under the current IH Ordinance. Harris modeled its analysis after an actual multifamily development in the City in order to accurately portray a scenario that reflects current market conditions and prospective development types. The most representative project appears to be The Residences at Duarte Station (“Project”), which would replace an existing warehouse with a six-story apartment building. Table 1 below provides further details about the Project.

Table 1	
Project Characteristics	
Project Name:	The Residences at Duarte Station
Address:	1700 Business Center Drive
Building Size:	114,602 sq. ft.
Lot Size:	4.31 Acres
Units:	
Studio	10
1-Bed	194
2-Bed	132
3-Bed	8
Total	344
<i>Sources: Duarte Partners, LLC; CoStar</i>	

Harris created a model development pro forma, including a development budget and 30-year cash flow, in order to analyze the financial feasibility of the Project and determine how the In-Lieu Fee would affect the expected rate of return. The development budget and cash flow utilize the following assumptions:

- **Land and Acquisition Costs** – determined the actual sale price of the property in 2019 using CoStar, one of the largest providers of information, analytics and marketing services for the commercial real estate industry.
- **Construction Costs** – estimated using 2020 Marshall & Swift construction cost estimates and assuming a 5% contingency.
- **Financing and Soft Costs** – calculated as a percentage of total Hard Costs based on March 2020 Reports from the University of California, Riverside and the University of California, Berkeley’s Terner Center for Housing Innovation.
- **Rent Rates** – estimated using average rents and unit mixes from similar developments in the San Gabriel Valley with a 10% decrease to account for location. Rents and unit mixes of comparable developments were obtained in July 2020 using CoStar.
- **Operating Expenses** – annual per unit operating expenses derived from a 2016 Operating Expense Analysis prepared by CohnReznick, LLP

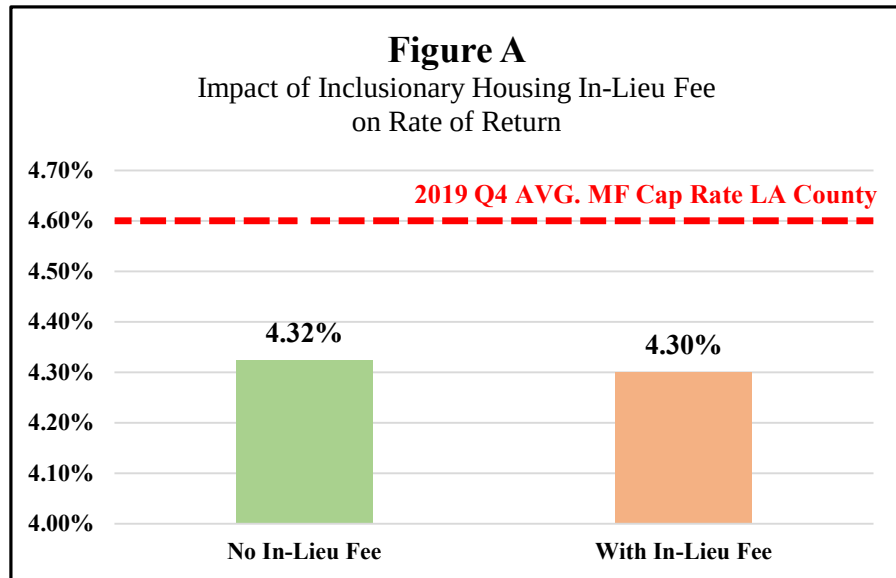
Section 4 Feasibility Analysis

4.1 Rate of Return

Harris estimated the capitalization rate (“Cap Rate”) of the Project in order to determine the impacts of the In-Lieu Fee on the expected rate of return. The Cap Rate is a measure of a property’s rate of return in a single year by dividing its annual net operating income (effective gross rent - operating expenses) by the total initial investment. Table 2 below provides a summary of the pro forma analysis for the Project. The analysis includes two scenarios: ***Scenario A does not include any In-Lieu Fees while Scenario B incorporates the In-Lieu Fees in the development cost.***

Table 2		
Pro Forma Analysis - The Residences at Duarte Station		
	Scenario A No In-Lieu Fee	Scenario B With In-Lieu Fee
Development Costs:		
Land & Acquisition Costs	\$ 24,730,603	\$ 24,730,603
Hard Costs	78,458,370	78,458,370
Soft Costs	18,830,009	18,830,009
Financing Costs	11,309,706	11,309,706
In-Lieu Fee ¹	-	744,913
Total Development Costs	\$ 133,328,688	\$ 134,073,601
Net Operating Income	\$ 5,765,101	\$ 5,765,101
Rate of Return (Cap Rate)	4.32%	4.30%
¹ \$6.50 per sq. ft. Sources: CoStar; CBRE; UC Riverside; UC Berkeley; Duarte Partners LLC; CohnReznick, LLP, Marshall & Swift		

The expected Cap Rate for the Project without In-Lieu Fees is 4.32% compared to 4.30% with In-Lieu Fees (a difference of 0.02%). Appendix A provides a 30-year cash flow detailing the Cap Rate calculations for Scenarios A and B. While the addition of In-Lieu Fees to the development budget has a relatively small impact on the overall Cap Rate, it is important to note that the Cap Rate under both scenarios falls below industry standards. According to CBRE, the average Cap Rate for multifamily investments in Los Angeles County in the 4th quarter of 2019 was 4.6%. Figure A illustrates that the Project does not meet this benchmark under both scenarios. Given the existing market conditions and low expected rates of return, adding additional costs such as In-Lieu Fees could render a rental project financially infeasible and be the final cost that would dissuade a developer from moving forward with a residential project in Duarte.



4.2 COVID-19 Pandemic

In previous years, the City's IH Ordinance did not generate sufficient revenues to fund affordable housing development. The City received a total of \$508,045 in In-Lieu Fee deposits while the program was in effect, due in large part to market conditions related to the Great Recession of 2008-09.

The economic impacts of the COVID-19 pandemic may further influence the feasibility of implementing an IH Ordinance by creating market conditions similar to previous years. More specifically, rent rates have decreased while vacancy rates have increased as a result of the pandemic. An April 2020 CoStar report showed that multifamily rents in Pasadena dropped 2.54% between March 11 and March 30, 2020, while a separate report indicated that County-wide vacancies had reached as high as 5.5% in the 2nd Quarter of 2020. A prolonged recession as a result of the Pandemic, combined with additional development costs in the form of In-Lieu Fees, could lead to minimal In-Lieu Fee deposits comparable to previous years.

4.3 San Gabriel Valley Inclusionary Housing Ordinances

Given current conditions, the Inclusionary Housing requirements could also create an uncompetitive market environment when compared with neighboring cities. An analysis of San Gabriel Valley cities performed by Harris shows that only Pasadena and Claremont have implemented IH Ordinance. IH Ordinances represent less of an impediment to housing development in cities where rent rates and demand for housing are highest. For example, data from the Census Bureau shows that median rents in Pasadena were 5.3% higher than Duarte in 2018. If an IH Ordinance is implemented in the City, developers may opt to develop projects in neighboring Cities with more favorable fee structures.

Section 5 Findings

5.1 Changes in Affordable Housing Funding

Prior to 2011, affordable housing projects in many cities in California were primarily funded through Redevelopment. It is estimated that Redevelopment projects Statewide generated approximately \$1 billion per year. After Redevelopment Dissolution, the most significant funding source to fund affordable housing was lost. However, the following are some of the significant events that have occurred in recent years in an effort to replace the former funding source:

1. The State passed a number of legislative measures to significantly streamline housing development and remove barriers to building housing (e.g. automatic density bonuses for projects containing affordable units). The State also passed Senate Bill No. 751 establishing the San Gabriel Valley Housing Trust, a Joint Powers Authority funding low low-income and homeless housing (Duarte is a member jurisdiction);
2. A tax on property transfers was established to fund housing initiatives in every city in the state (i.e. Building Homes and Jobs Act (“SB 2”)), and has provided for a number of grants to cities and counties for the planning and development of affordable housing projects (this recurring source of revenue will be available to cities annually); and
3. The Low-Income Housing Tax Credit (“LIHTC”) program was expanded in 2019, which has been the largest source of funding for affordable housing projects since Redevelopment Dissolution.

It is also important to note that the State is currently examining development impact and other fees imposed on housing projects and it is likely that these types of fees will be scrutinized moving forward as these fees increase the cost and affect the financial feasibility, and potentially discourage, the development of housing.

Overall, over the last ten years, affordable housing sources have shifted from a locally funded activity (i.e., Redevelopment) to a State-funded initiative. Given this shift and the additional grants and other resources through the State, it appears that affordable housing can be encouraged and built using the tools summarized above and described in more detail below.

5.2 Affordable Housing Grants

The State provides several planning grants to cities aimed at increasing affordable housing production. The SB 2 grant establishes a recording fee on all real estate transactions to increase the supply of affordable homes in California. The City was awarded SB 2 grant funding in 2020 to cover the costs of establishing an Acquisition and Rehabilitation program that demonstrates the financial feasibility of the acquisition and rehabilitation of specific multi-family projects in the

City to developers. The intent of this program is to encourage the development community to acquire and rehabilitate existing apartment projects using public and other funding sources to create and preserve income-restricted affordable housing units.

The Local Early Action Planning (“LEAP”) grant allocates \$119 million for cities and counties, providing one-time grant funding to update their planning documents and implement process improvements that will facilitate acceleration of housing production and help local governments prepare for their 6th cycle Regional Housing Needs Assessment (“RHNA”). The City was awarded preliminary approval of the LEAP grant application in 2020. If awarded, the City will utilize the LEAP grant funds for the 6th Cycle Housing Element, to be completed in 2021.

5.3 Density Bonus Law

The State Density Bonus Law (found in Government Code Sections 65915 – 65918) allows developers to obtain more favorable local development requirements in exchange for offering to build or donate land for affordable or senior units. The Density Bonus Law provides developers with up to a 35% increase in project density depending on the amount of affordable housing provided, and an 80% increase in density for projects which are completely affordable. The Density Bonus Law is a state mandate and is required in every city and county in California, and developers who meet the requirements are entitled to receive the density bonus by-right.

5.4 Low-Income Housing Tax Credits

The Low-Income Housing Tax Credit (“LIHTC”) is a tax incentive that subsidizes the acquisition, construction, and rehabilitation of affordable rental housing for low- and moderate-income tenants. The federal government issues tax credits to state and territorial governments, who then award the credits to private developers of affordable rental housing projects. The LIHTC program contains two funding options that subsidize either 30 percent (“4% Tax Credits”) or 70% (“9% Tax Credits”) of the low-income unit costs in a project. The 9% Tax Credits are more competitive and have stricter requirements with regards to the amount of units reserved for tenants with extremely-low income levels (30% of area median income). In 2019, the State expanded its LIHTC program in the form of an additional \$500 million to provide more subsidies to qualifying developers.

5.5 Accessory Dwelling Units

Accessory Dwelling Units (“ADUs”) are separate small dwelling units embedded within single-family residential properties. ADUs often provide housing at more affordable rent rates due to their low cost and immediate feasibility, with homeowners building in their own backyards. The ADU legislation at the State level requires all cities and counties to allow these units with very minimal requirements and the waiver of development fees if the units are below a certain square footage threshold. According to McKinsey Global Institute, ADUs could account for as much as half of California’s new development capacity in coming decades.

Appendix A

The Residences at Duarte Station
30-year Cash Flow
Without Inclusionary Housing In-Lieu Fee

Cash Flow																
Year	Growth Rate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Gross Rental Income	3.00%	9,170,150	9,445,254	9,728,612	10,020,470	10,321,084	10,630,717	10,949,638	11,278,127	11,616,471	11,964,965	12,323,914	12,693,632	13,074,441	13,466,674	13,870,674
Other Income																
Potential Gross Income		9,170,150	9,445,254	9,728,612	10,020,470	10,321,084	10,630,717	10,949,638	11,278,127	11,616,471	11,964,965	12,323,914	12,693,632	13,074,441	13,466,674	13,870,674
Vacancy	7.00%	641,910	661,168	681,003	701,433	722,476	744,150	766,475	789,469	813,153	837,548	862,674	888,554	915,211	942,667	970,947
Effective Gross Income		8,528,239	8,784,086	9,047,609	9,319,037	9,598,608	9,886,566	10,183,163	10,488,658	10,803,318	11,127,418	11,461,240	11,805,077	12,159,230	12,524,007	12,899,727
Operating Expenses																
Property Taxes	2.00%	1,031,890	1,052,528	1,073,578	1,095,050	1,116,951	1,139,290	1,162,075	1,185,317	1,209,023	1,233,204	1,257,868	1,283,025	1,308,686	1,334,859	1,361,557
Payroll	3.00%	478,848	493,213	508,010	523,250	538,948	555,116	571,770	588,923	606,590	624,788	643,532	662,838	682,723	703,204	724,301
Administrative	3.00%	229,792	236,686	243,786	251,100	258,633	266,392	274,384	282,615	291,094	299,826	308,821	318,086	327,628	337,457	347,581
Repairs & Maintenance	3.00%	185,072	190,624	196,343	202,233	208,300	214,549	220,986	227,615	234,444	241,477	248,721	256,183	263,868	271,784	279,938
Utilities	3.00%	346,752	357,155	367,869	378,905	390,272	401,981	414,040	426,461	439,255	452,433	466,006	479,986	494,385	509,217	524,494
Insurance	3.00%	89,096	91,769	94,522	97,358	100,278	103,287	106,385	109,577	112,864	116,250	119,738	123,330	127,030	130,840	134,766
Other Expenses	3.00%	1,329,560	1,369,447	1,410,530	1,452,846	1,496,431	1,541,324	1,587,564	1,635,191	1,684,247	1,734,774	1,786,817	1,840,422	1,895,635	1,952,504	2,011,079
Management Fee	3.50% of EGI	298,488	307,443	316,666	326,166	335,951	346,030	356,411	367,103	378,116	389,460	401,143	413,178	425,573	438,340	451,490
Reserve	\$300 per unit	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200
Total Op. Exp.		2,763,138	2,832,617	2,903,975	2,977,262	3,052,533	3,129,844	3,209,250	3,290,811	3,374,586	3,460,638	3,549,029	3,639,825	3,733,093	3,828,903	3,927,326
Net Operating Income		5,765,101	5,951,469	6,143,634	6,341,775	6,546,075	6,756,723	6,973,913	7,197,847	7,428,732	7,666,780	7,912,211	8,165,252	8,426,136	8,695,103	8,972,401
Annual Debt Service		5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131
Equity Cash Flow		751,970	938,338	1,130,503	1,328,644	1,532,944	1,743,591	1,960,782	2,184,716	2,415,601	2,653,649	2,899,080	3,152,121	3,413,005	3,681,972	3,959,270
Total Development Cost		133,328,688														
Rate of Return		4.32%														

Cash Flow																
Year	Growth Rate	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Gross Rental Income	3.00%	14,286,794	14,715,398	15,156,860	15,611,566	16,079,913	16,562,310	17,059,179	17,570,955	18,098,083	18,641,026	19,200,257	19,776,264	20,369,552	20,980,639	21,610,058
Other Income																
Potential Gross Income		14,286,794	14,715,398	15,156,860	15,611,566	16,079,913	16,562,310	17,059,179	17,570,955	18,098,083	18,641,026	19,200,257	19,776,264	20,369,552	20,980,639	21,610,058
Vacancy	7.00%	1,000,076	1,030,078	1,060,980	1,092,810	1,125,594	1,159,362	1,194,143	1,229,967	1,266,866	1,304,872	1,344,018	1,384,339	1,425,869	1,468,645	1,512,704
Effective Gross Income		13,286,719	13,685,320	14,095,880	14,518,756	14,954,319	15,402,948	15,865,037	16,340,988	16,831,218	17,336,154	17,856,239	18,391,926	18,943,684	19,511,994	20,097,354
Operating Expenses																
Property Taxes	2.00%	1,388,788	1,416,563	1,444,895	1,473,793	1,503,268	1,533,334	1,564,001	1,595,281	1,627,186	1,659,730	1,692,924	1,726,783	1,761,319	1,796,545	1,832,476
Payroll	3.00%	746,030	768,410	791,463	815,207	839,663	864,853	890,798	917,522	945,048	973,399	1,002,601	1,032,679	1,063,660	1,095,570	1,128,437
Administrative	3.00%	358,008	368,749	379,811	391,205	402,942	415,030	427,481	440,305	453,514	467,120	481,133	495,567	510,434	525,747	541,520
Repairs & Maintenance	3.00%	288,336	296,986	305,896	315,073	324,525	334,261	344,288	354,617	365,256	376,213	387,500	399,125	411,098	423,431	436,134
Utilities	3.00%	540,228	556,435	573,128	590,322	608,032	626,273	645,061	664,413	684,345	704,875	726,022	747,802	770,236	793,343	817,144
Insurance	3.00%	138,809	142,973	147,262	151,680	156,230	160,917	165,745	170,717	175,839	181,114	186,547	192,144	197,908	203,845	209,961
Other Expenses	3.00%	2,071,411	2,133,553	2,197,560	2,263,487	2,331,392	2,401,333	2,473,373	2,547,574	2,624,002	2,702,722	2,783,803	2,867,317	2,953,337	3,041,937	3,133,195
Management Fee	3.50% of EGI	465,035	478,986	493,356	508,156	523,401	539,103	555,276	571,935	589,093	606,765	624,968	643,717	663,029	682,920	703,407
Reserve	\$300 per unit	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200
Total Op. Exp.		4,028,434	4,132,303	4,239,011	4,348,636	4,461,261	4,576,970	4,695,850	4,817,990	4,943,480	5,072,417	5,204,896	5,341,018	5,480,885	5,624,602	5,772,279
Net Operating Income		9,258,285	9,553,017	9,856,869	10,170,120	10,493,058	10,825,978	11,169,187	11,522,998	11,887,737	12,263,737	12,651,343	13,050,908	13,462,799	13,887,392	14,325,075
Annual Debt Service		5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131
Equity Cash Flow		4,245,153	4,539,886	4,843,738	5,156,989	5,479,926	5,812,847	6,156,055	6,509,867	6,874,606	7,250,606	7,638,211	8,037,777	8,449,668	8,874,261	9,311,944

Appendix A

The Residences at Duarte Station
30-year Cash Flow
With Inclusionary Housing In-Lieu Fee

Cash Flow																
Year	Growth Rate	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Gross Rental Income	3.00%	9,170,150	9,445,254	9,728,612	10,020,470	10,321,084	10,630,717	10,949,638	11,278,127	11,616,471	11,964,965	12,323,914	12,693,632	13,074,441	13,466,674	13,870,674
Other Income																
Potential Gross Income		9,170,150	9,445,254	9,728,612	10,020,470	10,321,084	10,630,717	10,949,638	11,278,127	11,616,471	11,964,965	12,323,914	12,693,632	13,074,441	13,466,674	13,870,674
Vacancy	7.00%	641,910	661,168	681,003	701,433	722,476	744,150	766,475	789,469	813,153	837,548	862,674	888,554	915,211	942,667	970,947
Effective Gross Income		8,528,239	8,784,086	9,047,609	9,319,037	9,598,608	9,886,566	10,183,163	10,488,658	10,803,318	11,127,418	11,461,240	11,805,077	12,159,230	12,524,007	12,899,727
Operating Expenses																
Property Taxes	2.00%	1,031,890	1,052,528	1,073,578	1,095,050	1,116,951	1,139,290	1,162,075	1,185,317	1,209,023	1,233,204	1,257,868	1,283,025	1,308,686	1,334,859	1,361,557
Payroll	3.00%	478,848	493,213	508,010	523,250	538,948	555,116	571,770	588,923	606,590	624,788	643,532	662,838	682,723	703,204	724,301
Administrative	3.00%	229,792	236,686	243,786	251,100	258,633	266,392	274,384	282,615	291,094	299,826	308,821	318,086	327,628	337,457	347,581
Repairs & Maintenance	3.00%	185,072	190,624	196,343	202,233	208,300	214,549	220,986	227,615	234,444	241,477	248,721	256,183	263,868	271,784	279,938
Utilities	3.00%	346,752	357,155	367,869	378,905	390,272	401,981	414,040	426,461	439,255	452,433	466,006	479,986	494,385	509,217	524,494
Insurance	3.00%	89,096	91,769	94,522	97,358	100,278	103,287	106,385	109,577	112,864	116,250	119,738	123,330	127,030	130,840	134,766
Other Expenses	3.00%	1,329,560	1,369,447	1,410,530	1,452,846	1,496,431	1,541,324	1,587,564	1,635,191	1,684,247	1,734,774	1,786,817	1,840,422	1,895,635	1,952,504	2,011,079
Management Fee	3.50% of EGI	298,488	307,443	316,666	326,166	335,951	346,030	356,411	367,103	378,116	389,460	401,143	413,178	425,573	438,340	451,490
Reserve	\$300 per unit	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200
Total Op. Exp.		2,763,138	2,832,617	2,903,975	2,977,262	3,052,533	3,129,844	3,209,250	3,290,811	3,374,586	3,460,638	3,549,029	3,639,825	3,733,093	3,828,903	3,927,326
Net Operating Income		5,765,101	5,951,469	6,143,634	6,341,775	6,546,075	6,756,723	6,973,913	7,197,847	7,428,732	7,666,780	7,912,211	8,165,252	8,426,136	8,695,103	8,972,401
Annual Debt Service		5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131
Equity Cash Flow		751,970	938,338	1,130,503	1,328,644	1,532,944	1,743,591	1,960,782	2,184,716	2,415,601	2,653,649	2,899,080	3,152,121	3,413,005	3,681,972	3,959,270
Total Development Cost		134,073,601														
Rate of Return		4.30%														

Cash Flow																
Year	Growth Rate	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Gross Rental Income	3.00%	14,286,794	14,715,398	15,156,860	15,611,566	16,079,913	16,562,310	17,059,179	17,570,955	18,098,083	18,641,026	19,200,257	19,776,264	20,369,552	20,980,639	21,610,058
Other Income																
Potential Gross Income		14,286,794	14,715,398	15,156,860	15,611,566	16,079,913	16,562,310	17,059,179	17,570,955	18,098,083	18,641,026	19,200,257	19,776,264	20,369,552	20,980,639	21,610,058
Vacancy	7.00%	1,000,076	1,030,078	1,060,980	1,092,810	1,125,594	1,159,362	1,194,143	1,229,967	1,266,866	1,304,872	1,344,018	1,384,339	1,425,869	1,468,645	1,512,704
Effective Gross Income		13,286,719	13,685,320	14,095,880	14,518,756	14,954,319	15,402,948	15,865,037	16,340,988	16,831,218	17,336,154	17,856,239	18,391,926	18,943,684	19,511,994	20,097,354
Operating Expenses																
Property Taxes	2.00%	1,388,788	1,416,563	1,444,895	1,473,793	1,503,268	1,533,334	1,564,001	1,595,281	1,627,186	1,659,730	1,692,924	1,726,783	1,761,319	1,796,545	1,832,476
Payroll	3.00%	746,030	768,410	791,463	815,207	839,663	864,853	890,798	917,522	945,048	973,399	1,002,601	1,032,679	1,063,660	1,095,570	1,128,437
Administrative	3.00%	358,008	368,749	379,811	391,205	402,942	415,030	427,481	440,305	453,514	467,120	481,133	495,567	510,434	525,747	541,520
Repairs & Maintenance	3.00%	288,336	296,986	305,896	315,073	324,525	334,261	344,288	354,617	365,256	376,213	387,500	399,125	411,098	423,431	436,134
Utilities	3.00%	540,228	556,435	573,128	590,322	608,032	626,273	645,061	664,413	684,345	704,875	726,022	747,802	770,236	793,343	817,144
Insurance	3.00%	138,809	142,973	147,262	151,680	156,230	160,917	165,745	170,717	175,839	181,114	186,547	192,144	197,908	203,845	209,961
Other Expenses	3.00%	2,071,411	2,133,553	2,197,560	2,263,487	2,331,392	2,401,333	2,473,373	2,547,574	2,624,002	2,702,722	2,783,803	2,867,317	2,953,337	3,041,937	3,133,195
Management Fee	3.50% of EGI	465,035	478,986	493,356	508,156	523,401	539,103	555,276	571,935	589,093	606,765	624,968	643,717	663,029	682,920	703,407
Reserve	\$300 per unit	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200	103,200
Total Op. Exp.		4,028,434	4,132,303	4,239,011	4,348,636	4,461,261	4,576,970	4,695,850	4,817,990	4,943,480	5,072,417	5,204,896	5,341,018	5,480,885	5,624,602	5,772,279
Net Operating Income		9,258,285	9,553,017	9,856,869	10,170,120	10,493,058	10,825,978	11,169,187	11,522,998	11,887,737	12,263,737	12,651,343	13,050,908	13,462,799	13,887,392	14,325,075
Annual Debt Service		5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131	5,013,131
Equity Cash Flow		4,245,153	4,539,886	4,843,738	5,156,989	5,479,926	5,812,847	6,156,055	6,509,867	6,874,606	7,250,606	7,638,211	8,037,777	8,449,668	8,874,261	9,311,944

Affordable Housing Overlay - Development Feasibility Analysis
City of Duarte

Site No.	Site 7	Site 8	Site 9	Site 10	Site 11	Site 12
Address	2100 block Huntington Dr	2400 block Huntington Dr	1159 Three Ranch Rd	1806 & 1812 Mountain Ave	2012 & 2018 Mountain Ave	Duarte Park Apartments
Lot Size	1.8	1.4	1.1	0.35	0.6	4.38
Proposed Density	30 du/ac	30 du/ac	30 du/ac	30 du/ac	30 du/ac	30 du/ac
Total Units	54	40	30	11	18	131
Permanent Supportive Housing	0	0	0	5	12	0
Permanent Supportive Housing - PBV Subsidized ¹	12	9	8	5	5	0
Very Low Income ²	13	10	9	0	0	100
Low Income ³	28	20	12	0	0	30
Manager's Unit	1	1	1	1	1	1
Rental Income & Operating Expenses						
Annual Gross Rent Income	\$690,931	\$505,134	\$384,659	\$114,684	\$169,256	\$2,138,697
Annual Operating Expenses ⁴	\$324,000	\$240,000	\$180,000	\$66,000	\$108,000	\$668,100
Net Operating Income (Income - Expenses)	\$366,931	\$265,134	\$204,659	\$48,684	\$61,256	\$1,470,597
<i>Max Supportable Debt</i> ⁵	<i>\$6,005,134</i>	<i>\$4,339,138</i>	<i>\$3,349,411</i>	<i>\$796,754</i>	<i>\$1,002,502</i>	<i>\$24,067,543</i>
Sources						
Federal Tax Credit Equity ⁶	\$18,380,999	\$13,615,555	\$10,211,666	\$3,744,278	\$6,127,000	\$11,561,442
Deferred Developer Fee	\$2,162,860	\$1,602,119	\$1,201,589	\$440,583	\$720,953	\$5,246,938
Local Funding	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Permanent Loan	\$6,005,134	\$4,339,138	\$3,349,411	\$796,754	\$1,002,502	\$24,067,543
City Land Donation ⁷	\$0	\$878,422	\$0	\$723,035	\$0	\$0
Total Sources	\$27,548,993	\$21,435,234	\$15,762,667	\$6,704,650	\$8,850,455	\$41,875,923
Uses						
Development Costs ⁸	\$26,355,388	\$19,522,510	\$14,641,882	\$5,368,690	\$8,785,129	\$41,091,571
Total Uses	\$26,355,388	\$19,522,510	\$14,641,882	\$5,368,690	\$8,785,129	\$41,091,571
Gap (Sources - Uses)	\$1,193,605	\$1,912,724	\$1,120,784	\$1,335,959	\$65,326	\$784,352

(1) Assumes units will be subsidized using Department of Housing and Urban Development (HUD) project-based vouchers.

(2) Unit counts are based on San Gabriel Valley projects awarded 9% Low-Income Housing Tax Credits (LIHTCs) in 2020. Rents are calculated assuming incomes between 40% and 50% of Area Median Income (AMI). Duarte Park Apartments (Site 12) currently has 100 very low units with project-based vouchers. Therefore, 2021 HUD fair market rents are assumed for these units.

(3) Unit counts are based on San Gabriel Valley projects awarded 9% LIHTCs in 2020. Rents are calculated assuming income of 60% of Area Median Income (AMI).

(4) Operating expenses are based on 2021 Operating Cost Minimums established by the California Tax Credit Allocation Committee (CTCAC).

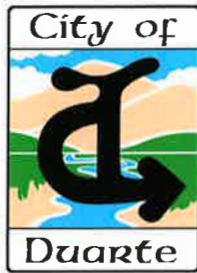
(5) Assumes 4% interest rate with an amortization period of 35 years and a debt coverage ratio of 1.15.

(6) Assumes projects on Sites 7-11 will be awarded 9% LIHTCs based on San Gabriel Valley projects awarded 9% LIHTCs in 2021; Site 12 assumed 4% LIHTCs because there is no permanent supportive housing component.

(7) The City owns 2 of the 6 parcels that comprise Site 8. The City owns both parcels that comprise Site 10.

(8) Development costs based on average per unit development costs of San Gabriel Valley projects awarded 9% LIHTCs in 2020. Site 12 assumes that 101 units will be rehabilitated and 30 units will be newly constructed.

Sources: California Tax Credit Allocation Committee, Los Angeles County Development Authority Utility Allowance Schedule Effective 07-01-2020, 2021 HUD Fair Market Rents, 2021 HCD State Income Limits



AGENDA REPORT

MEETING DATE: March 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Nick Baldwin, Associate Planner

SUBJECT: Site Plan and Design Review (SPDR) 19-05, Subdivision 20-01; and Planned Development Permit (PDP 19-01) – a proposal for a new, 20-unit, multi-family residential condominium project at 1401 Santo Domingo Drive

RECOMMENDATION: Approve Resolution 22-11 for SPDR 19-05; Resolution 22-12 for PDP 19-01; and Resolution 22-13 for Subdivision 20-01

FISCAL IMPACT: The project will generate permit fees to cover City costs and property tax associated with the new residential units

BACKGROUND

Jimmy Lee, project architect, is proposing to develop the property at 1401 Santo Domingo Avenue with a new, 20-unit, multi-family residential condominium project. The 44,213 square foot property is located in the Town Center Specific Plan, Residential Town Center, Area 8. Existing structures on the property will be demolished. The existing mature oak tree, located at the southeast corner of the lot will be protected in place.

The property is currently developed with eight, single-story detached rental residential units, which are mostly vacant. The property is accessible from Santo Domingo Avenue. It is surrounded by multiple-family residential uses on the north, south and west sides of the property and Westminster Gardens is across the street to the east.

The Architectural Review Board (ARB) met to discuss this project on November 22, 2021, and provided a recommendation of approval for the Planning Commission's consideration. On December 20, 2021, the Planning Commission held a public hearing and discussed the project details. The Planning Commission unanimously voted to recommend approval of the project to the City Council, which serves as the final decision making body for the project.

DISCUSSION

The applicant is proposing to prepare the site for development by demolishing the eight existing

structures and all the vegetation with the exception of the mature oak tree on the southeasterly corner of the property that will remain.

A total of 20 units will be constructed on the property, proposed as a Tier 1 (base standards) project using the R-4 zone development standards. The condos will be three stories tall with a direct-access two-car garage on the ground floor and two floors of living area above. There will be seven plan types that range from 1,590 square-feet with two bedrooms and three baths to 1,888 square-feet with four bedrooms and three and one-half baths. The units will be dispersed among six structures in total with attached units in clusters of three and four.

Four three-plex clusters will be constructed on the south side of the drive aisle. The front and rear of these clusters will be oriented east and west, creating an alley-loaded design off the main drive aisle for garage access. The eastern most structure will be setback 31.5 feet from the front property line and the western most structure will be setback 27.5 feet from the rear property line, as measured from the ground floor. All four structures will maintain a five-foot (5') setback from the side (south) property line.

On the north side of the drive aisle there will be two, four-plex clusters constructed. The street fronting unit within these clusters will be oriented east to face Santo Domingo Avenue. Vehicle access to garages will occur directly from the main drive aisle. The easterly four-plex will be set back 30.33 feet from the front property line. The westerly four-plex will be set back 30 feet from the rear property line as measured on the ground floor. Both structures will maintain a five-foot (5') setback from the side (north) property line.

Site Plan and Improvements -

In addition to the condominium structures, the property will be improved with new vehicle and pedestrian access, new landscape throughout the property, and new fences and walls. A 26-foot wide two-way drive aisle will be constructed down the center of the property for ingress/egress, and access to the residential garages and surface parking. The driveways that lead to the garages for the three-plex buildings will have a 30-foot width. A total of 10 parking spaces will be provided throughout the property for guest and overflow parking. This meets the parking standards for the underlying zone. Walkways will extend from the condominium entries to the amenities on the property and to the main walkway for the project. This main pedestrian walkway is aligned along the northern edge of the property and will connect to the Santo Domingo Avenue right of way.

An extensive landscape palette will be incorporated throughout the property. The palette will include a variety of drought tolerant shrubs, ground cover, and a variety of tree species. The landscape and hardscape plan will require separate review and approval to ensure compliance with the landscape guidelines of the Duarte Development Code.

New walls will be constructed to create private yard areas for the residents. Each yard will be enclosed using a stucco finished block wall with glass on panels on top for a combined height of five-feet (5').

Architectural Design –

The condos will be designed using a Spanish architectural style. Overall, each building is well designed and incorporates a variety of detail that improves the property and creates visual appeal along Santo Domingo Avenue. Some of the general details include the following: a color and material palette that includes finely finished white and tan plaster applied throughout most of the exterior with complementary brown shades as accents colors; a variety of architectural features such as bay windows, garage doors, awnings, precast concrete window molding, exposed rafters, Spanish accent tile, circular clay gable vents, wrought-iron details, and decorative Spanish-style light fixtures; recessed windows at different depths depending on the window type and style and the recessed amount will range from two to twelve inches (2-12”); articulation and modulation of the buildings through the use of pop-out features, arched covered entries, recessed balconies, and brow roof extensions; and vertical massing that is controlled with a low profile gable roof using a combination of 3:12 and 5:12 pitches. The roof is finished with a concrete Spanish tile to complement the architectural style.

Open Space -

A total of 5,454 square feet of common open space is provided, which exceeds the 4,000 square feet required by development standards. Four open space areas that vary in size and use will be provided for the benefit of the residents. The main open space area is located in the center of the property on the north side of the lot. It will feature a trellis-covered seating area with tables and benches which will be set upon a decorative hardscape surface. The other central open space area consists of a decorative pathway that meanders between trees and terminates at a landscaped square that includes turf and drought tolerant plants. There will also be a small open space area at the northwest portion of the property with seating, drought tolerant landscaping, and decorative hardscape. The fourth and final open space area is long and narrow and will be located at the southwest corner of the property. It features a long looping pathway that could attract strollers and dog walkers alike.

Each condo will include a small private yard area and/or balconies. The private yard and balconies together will provide between 58 to 348 square feet of private open space per unit, for a total of 3,572 square feet of total private open space. This amount is less than the minimum 200 square feet required per unit and less than the total amount of 4,000 square feet required for the whole development. To address this matter, the applicant has applied for a Planned Development Permit (PDP), which is intended to provide flexibility in meeting open space requirements, often in exchange for other amenities and upgrades to the development.

ANALYSIS

To allow consideration and processing of the proposed residential project, the following entitlements are required.

- *Subdivision 2020-01 (Tentative Tract Map No. 82962).* The TTM is necessary to establish a new residential condominium subdivision.

- *Planned Development Permit (PDP 2019-01).* The PDP will allow customized development standards that will provide optimal and efficient use of the land. These customized standards often yield a better project and include a variety of enhancements that help the project achieve a higher of excellence in design. This project does not meet the required amount of private open space required by the Duarte Development Code and is seeking approval of a PDP by providing other project enhancements, such as wider and more decorative driveways, and a greater amount of common open space than required.
- *Site Plan and Design Review (SPDR 2019-05).* The SPDR addresses the architectural design and compatibility of the project, and the improvements to the property. The overall style and aesthetics of the residential structures, and other site improvements are analyzed to ensure the project meets the intent of the Specific Plan and the design standards of the Duarte Development Code.

These entitlements are being processed concurrently and are further analyzed below. Collectively, all the entitlements must receive approval from the City Council for the proposed residential condominium development. If the subdivision entitlement is not approved, the Site Plan and Design Review and Planned Development Permit could still be approved, which would change the project from a condominium development to an apartment development.

Tentative Tract Map 82962 -

The Tentative Tract Map (TTM) proposes to subdivide the existing parcel for residential condominium purposes. The applicant has designed the project to meet the requirements of the Fire Department, Sanitation District, among other utility companies and agencies. The primary drive aisle meets the City requirements for circulation and meets the Fire Department's requirements for emergency access. As part of the TTM approval, the applicant will be required to underground existing utilities in the right of way, construct a new driveway approach at Santo Domingo Avenue and replace the sidewalk, curb, gutter, and plant new street trees on Santo Domingo Avenue along the frontage of the project site.

The property will be separated between common area and private ownerships. Everything outside of the boundaries of the airspace (condominium) unit and adjoining private yard is considered common area and will be owned and maintained by a Homeowners Association (HOA). These areas include the common open space and landscape areas, the drive aisles and surface parking areas, the pedestrian walkways, among others. Private ownership will include the residential unit and the adjoining private yard, however, the maintenance of the private yard will be the responsibility of the HOA. Placing the maintenance under the HOA will ensure the yards are adequately maintained.

The TTM will require the establishment of Covenants, Conditions and Restrictions (CC&Rs). The CC&R's describe the rules and limitations of the development for residents. These rules will include private yard use and storage, parking requirements, common area use, and resident trash requirements, among others. The private yard areas will include limitations on improvements, outdoor furniture, use and activities, and a prohibition of outdoor storage. Parking requirements will be included to ensure resident garages are maintained free of storage and clutter and are

regularly used for vehicle parking. The surface parking areas are available for guests and overflow only and not intended to be used primarily by the residents.

The purpose of the CC&R's are to preserve the property as approved through the City's entitlement process, and to create a structure for residents to self-manage neighborhood issues within the development. The CC&R's will be recorded with the property and enforced by the HOA, with a provision allowing the City an option to act as the role of the HOA, in the event the HOA does not form or dissolves. This will ensure the property is well managed at all times and does not become detrimental to the surrounding community. The TTM is critical component to the overall project by allowing the ability for the property to be divided into saleable parcels, with provisions for private property maintenance responsibilities, formation of the HOA, and the establishment of CC&R's. The TTM will also ensure the necessary off-site improvements are completed and adequate for the development.

Planned Development Permit -

The Planned Development Permit (PDP) allows customized development standards for projects where flexibility in such standards can produce an efficient use of land, excellence of design, and provide for enhanced amenities. The proposed project includes a request for flexibility related to required private open space.

Per our Development Code, a minimum of 200 square feet private open space is required for each unit. With 20 units proposed, a minimum of 4,000 square feet private open space is required for private open space. A total of 3,572 square feet of private open space is provided through the use of private yards and balconies, but this amount is 428 square feet less than the minimum required for the project.

Private open space square feet minimum requirements may be transferred to common open space if a PDP is approved and such open space provides creative communal spaces, including but not limited to gardening areas, sunning areas, outdoor seating, patios, barbeque facilities, and other similar features and spaces that contribute to a functional outdoor space for use by all residents. The project has 5,454 square feet of common open space, which exceeds the 4,000 square feet required by development standards. Through the use of a PDP, the deficit in private open space can be accommodated by the surplus in common open space.

To meet the intent of the PDP, amenities have been incorporated to address shortcomings in common open space area. The main upgrade to the project comes in the form of improved drive aisles off the main drive aisle. The width of these aisles have been increased to 30 feet and the pavement within these aisles has been upgraded to decorative pavers to create a courtyard feel for each smaller north-south drive aisle and to compliment the project overall. As described above, the primary open space area will feature a trellis-covered seating area with tables and benches which will be set upon a decorative hardscape surface. The central open space area consists of a decorative pathway that meanders between trees and terminates at a landscaped square that includes turf and drought tolerant plants. The surplus common open space, amenities within the primary recreation area, and upgraded/widened driveways will offer opportunities for leisure and passive recreation for the development as a whole.

Staff recommends approval of the request for open space deviations through the PDP process. The PDP will help gain an optimal use out of the property by providing an appropriate density with a proportionate amount of open space. Furthermore, the proposed project design aligns with the intent of the PDP process by including enhanced architectural amenities and site upgrades not common to many projects within the City.

Site Plan and Design Review -

The project is well-designed and incorporates a variety of details that create a visual appeal along Santo Domingo Avenue. The project is designed using Spanish architectural style and each structure includes a variety of architectural features that emphasize that style. A color and material palette that includes a finely textured white and tan cement plaster applied throughout the exterior and will include complementary brown and black accents colors. All windows will include a recessed depth ranging from a minimum of two inches up to 12 inches throughout each structure, depending on the window type, style, and location. Additional features such as pop-out windows, decorative garage doors, awnings, tiled entry details, arched balconies, decorative gable vents, precast molding, wrought-iron details, among others, also help emphasize and complement the Spanish architectural style.

The buildings are divided into a three-plex and four-plex designs. Attached style buildings tend to have greater potential for increased massing and unarticulated building planes. The project has taken this into consideration by including various pop-out features, arched covered entries, and brow roof extensions help break up the building plane. This creates good horizontal movement for the project. The vertical massing is controlled with a low-profile gable roof using both a 3:12 and 5:12 pitch. The roof is also finished with concrete Spanish tile to complement the architectural style.

The size and placement of the structures also help facilitate sufficient circulation throughout the property. The main drive aisle will be constructed down the center of the property to provide adequate access to all garages, surface parking areas, the common open space areas, and six of the 10 guest parking spaces. The remaining four guest parking spaces will be accessible through the use of the two drive aisles off the main aisle.

Each unit includes a two-car garage that is accessible from the rear of the unit. The four-plex buildings along the northerly property line will have garage access off the main drive aisle and the three-plex buildings on the south of the property will have garage access off the secondary drive aisles. Typically, with residential developments there are concerns with the design and visibility of the garage doors. The orientation and location of the structures helps minimize the visibility of the garage doors. However, despite the minimized visibility, each door will still contain a decorative design and finished in a complementary color.

The project also includes a variety of landscape and open space improvements, new fences and walls, among others. An extensive landscape palette will be incorporated throughout the property. The palette will include a variety of drought tolerant shrubs, ground cover, a variety of tree species, and vines along the perimeter walls. The landscape and hardscape plan will require separate review

and approval to ensure compliance with the landscape guidelines of the Duarte Development Code. The existing mature oak tree located at the southeast corner of the property is an amenity to the property and the community. The applicant has designed the project around it and the tree will be protected in place per the protection measures recommended by the certified arborist for the project.

The trash enclosure for the development is at the rear of the property on the north side. Residents can access the enclosure by using the internal walkways within the development, which connects to the trash enclosure. The enclosure will be constructed to the dimensions specified by Burrtec Waste for two trash bins. The applicant will be required to coordinate with Burrtec Waste regarding scheduling for waste pick-up.

New six-foot high slumpstone block walls will be constructed along the north, west, and south property lines, and retaining walls are necessary along these same property lines to allow the grade to be raised in the center of the property to allow for appropriate drainage of the lot. The retaining wall height will range from 1.33 to 3 feet, with the highest wall in the center of the lot on the south property line.

Planning Staff has worked with the developer extensively on wall issues concerning existing block walls on the north, south, and west property lines. There are existing six-foot (6') tall garden walls located on the neighboring sides of the property on all three sides of the property. Dual walls should be avoided where possible because they can create maintenance problems, liability concerns, and duplicate the purpose of a wall. In addition, when dual walls are constructed, the side of the wall facing the neighboring property owner (back side) cannot be finished the same as the front side of the wall. If future neighboring owners demolish their existing walls, they will be looking onto a structurally stable, but aesthetically unpleasing wall surface. The applicant has gained conceptual consent from the HOA to the south to replace the existing wall on the southerly property line with a new wall. Attempts to gain consent from the two property owners to the west and the HOA to the north were unsuccessful, so a dual wall situation may be unavoidable along those property lines. A condition of approval has been added that requires the applicant to make another attempt to gain approval from the northerly and westerly adjacent property owners to replace the existing walls with a new wall. The slumpstone material used for the new walls will match or closely complement the wall material and color of the walls used on the neighboring properties to the north and south that also have frontages along Santo Domingo Avenue. In the event abutting property owners decline the new common block wall, a condition has been included that would address dual walls by requiring that the gaps between the walls be filled with foam and topped with a concrete cap. This practice was recently used on a similar project.

Comments from Neighbors -

Three comment letters were received by the Architectural Review Board from adjacent property owners to the south of the property pertaining to height, massing, and privacy. Each of the commenting parties requested changes to the design to address their concerns. In regards to height and massing, a comment was made that the three-story buildings would not fit in with the surrounding developments which are made up of primarily two-story residences. The proposed

development is not proposed to be developed at the maximum height for the zone, which is four stories. Also, the existing units on the subject property are single-story, so the adjacent properties have enjoyed the comparative height advantage in relation to this property for decades (See Exhibit E for photos of the property and vicinity). For these reasons the ARB did not recommend changes to the design involving height and massing.

The second issue that was raised in the letters was in regard to privacy. There were specific concerns regarding the view from balconies and windows from the subject development onto their property. All three of the commenting neighbors live in the development to the south of the proposed project. The four, three-plex buildings are the ones that are proximate to their homes and they all front either east or west with none fronting southward toward their homes. The side building elevations that face southward have significantly less windows than the front and back of the units. There are some living room windows on the second floor and bedroom windows on the third floor that face their property, however none of those are overly large or excessive. There are also small, recessed balconies on the corner of the buildings that have raised concern from the neighbors. The balconies have walls on the side that partially block the view to the south and have been designed with a small opening that faces southward. The ARB considered this information and concluded that the windows facing southward are modestly sized and common for the multi-family developments in the area. The Board also reasoned that converting the balcony to enclosed space would not provide a significantly greater amount of privacy than the balcony since the balcony view facing south is already partially obscured by a wall. For these reasons, no revisions to the design pertaining to privacy were recommended as conditions of approval. The Planning Commission also discussed this point and agreed with Staff that no design revisions were necessary to address the matter. Additional photos provided in Exhibit E show greater context of the existing buildings on the property and in the vicinity.

ENVIRONMENTAL

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to exemptions in Section 15332 (Class 32) of Title 14 of the California Code of Regulations. Therefore, no further environmental review is necessary in accordance with CEQA Guidelines, and a Notice of Exemption may be prepared for this project.

RECOMMENDATION

Approve Resolution 22-11 for SPDR 19-05; Resolution 22-12 for PDP 19-01; and Resolution 22-13 for Subdivision 20-01

FISCAL IMPACT

The project will generate permit fees to cover City costs and property tax associated with the new residential units.

EXHIBITS

- A. Project Plans
- B. Resolution 22-11 – Site Plan and Design Review SPDR 19-05
- C. Resolution 22-12 – Planned Development Permit PDP 19-01
- D. Resolution 22-13 – Subdivision 20-01 for Tentative Tract Map 82962
- E. Photos of the Property and Vicinity

CONDOMINIUM DEVELOPMENT
TREASURE GARDEN
20 DWELLING UNITS
1401 SANTO DOMINGO AVENUE
DUARTE, CA 91010
APN: 8529-012-046

T.J.BUILD
DESIGN

13841 ROSWELL AVE. # A
CHINO, CA 91710
T: 951.415.9622
F: 909.590.8804
jimmysylee@gmail.com

PROJECT NAME:
CONDOMINIUM DEVELOPMENT
1401 Santo Domingo Avenue
Duarte CA 91010

REVISIONS:

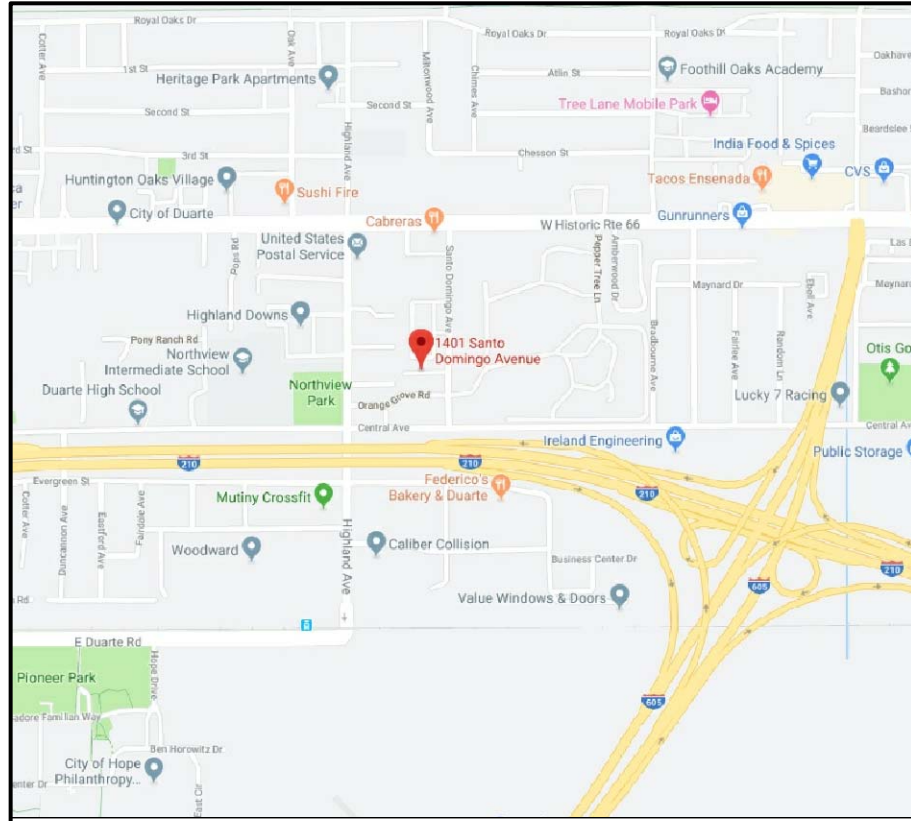
COVER SHEET

DATE PRINTED:	03-15-2021
DATE:	02-25-2021
SCALE:	1/16"=1'-0"
DRAWN:	J.L.
JOB NO.	742



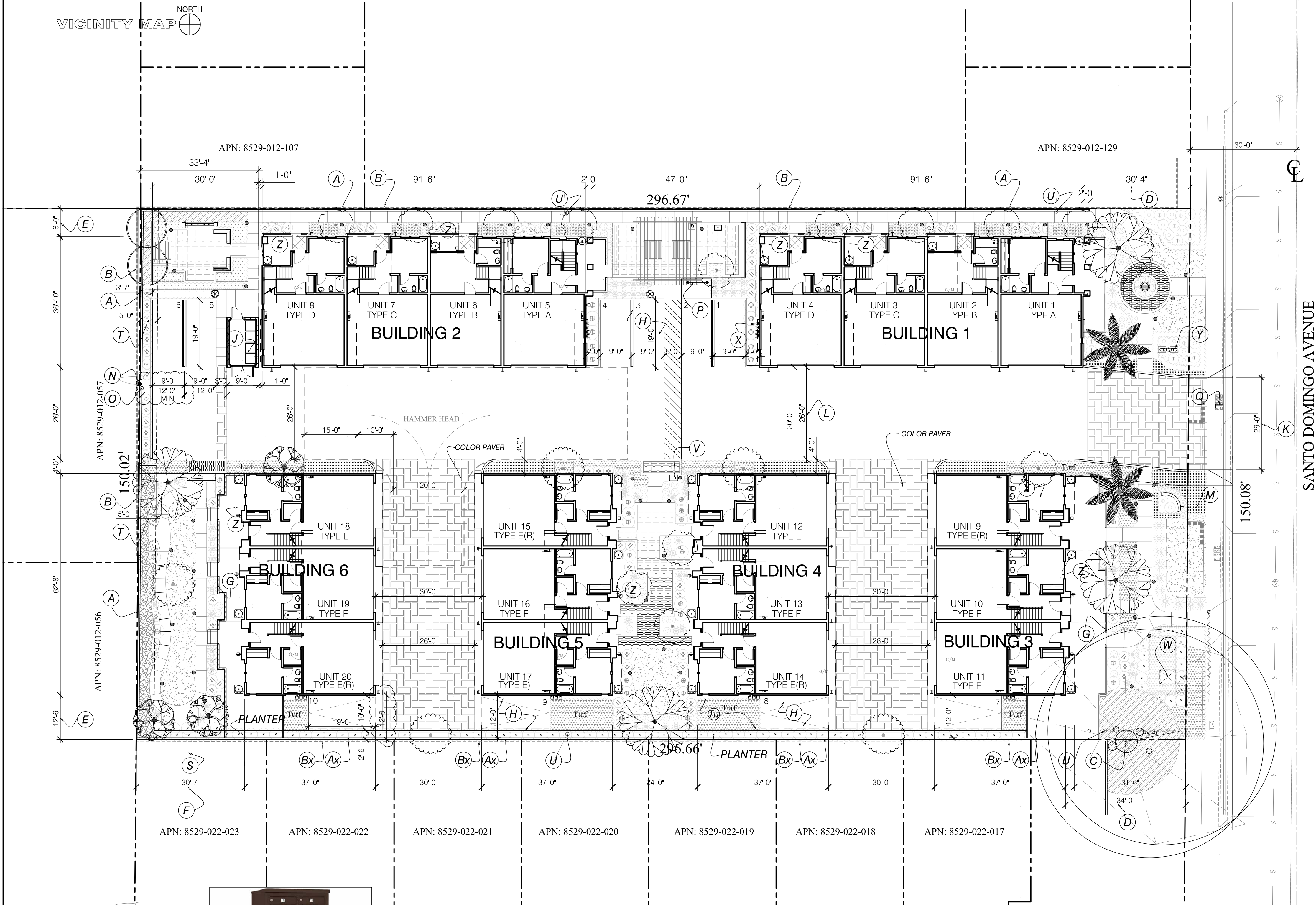
SHEET SCHEDULE :

- 0 COVER SHEET
- A001 SITE PLAN, PROJECT SUMMARY
- A002 OPEN SPACE ANALYSIS
- A003 SUSTAINABLE DEVELOPMENT AND PRACTICE
- T0 TOPOGRAPHY/SURVEY MAP
- T-1 TENTATIVE MAP
- C-1 PRELIMINARY GRADING PLAN
- C-2 DIMENSIONAL SITE PLAN
- EX-1 EXHIBIT 1
- A101 BUILDING 1, & 2, FLOOR PLANS
- A102 BUILDING 3, 4, 5 & 6 FLOOR PLANS
- A201 BUILDING 1 & 2 ELEVATIONS
- A201C BUILDING 1 & 2 COLOR ELEVATIONS
- A202 BUILDING 3, 4, 5 & 6 ELEVATIONS
- A202C BUILDING 3, 4, 5 & 6 COLOR ELEVATIONS
- L-1 CONCEPTURAL LANDSCAPE PLAN



CONDOMINIUM DEVELOPMENT

1401 SANTO DOMINGO AVENUE
DUARTE, CA 91010
APN: 8529-012-046



Salsbury 4C Pedestal Mailbox,
72"H, Double Column, 20 MB1/2 PL Doors, Bronze
Item #: T9FB1406351
Made of heavy duty aluminum
20 incoming standard mailboxes: 3 1/4"H x 12"W x 15"D
1 outgoing standard mailbox: 11-1/2"W x 3/4"H mail slot
1 parcel lockers
Heavy duty stainless steel pedestal



MAIL BOX STAND

SCALE : N.T.S.

1 SITE PLAN

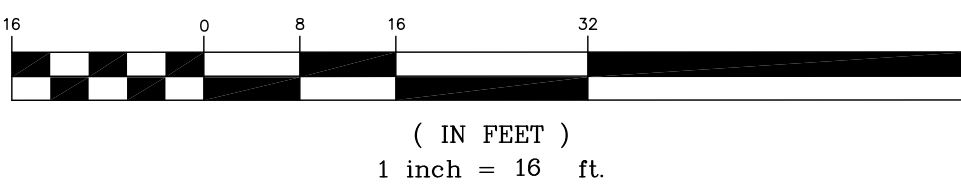
SCALE : 1/16" = 1'-0"

A DETAILED LIGHTING AND PHOTOMETRIC PLAN WILL BE REQUIRED
WITH THE CONSTRUCTION DRAWINGS

SYMBOL LEGEND :

- OLCS 8 DDB @ 7 FT WALL MOUNT
- D-SERIES BOLLARD DSXB LED 16C 700 30K SYM @ 3.5' HIGH
- RADPT P4 30K ASY @ 10 FT POLE

GRAPHIC SCALE



SANTO DOMINGO AVENUE

PROJECT SUMMARY

APPLICANT: T.J. BUILD
CONTACT: JIMMY SHOU-YI LEE
13841 ROSWELL AVENUE, SUITE A
CHINO CA 91710
TEL: 951-415-9622
FAX: 909-590-8804
EMAIL: jimmysylee@gmail.com

PROPERTY OWNER:
BAO ZHONG BAO ENT. LLC
407 CONEJO ROAD
SANTA BARBARA CA 93103
CONTACT: JUSTIN LIN
EMAIL: 780722132@qq.com
PHONE: 626-589-8298

PROJECT ADDRESS:
1401 SANTO DOMINGO AVENUE,
DUARTE CA 91010
APN: 8529-012-046

PROPERTY SIZE:
LOT DIMENSION: 296.67' X 150.08'
LOT SIZE: 44,213 SF (1.01 ACRE)

EXISTING USE: 8 UNITS - ONE-STORY APARTMENT TO BE DEMOLISHED

ZONING SUMMARY

PROPOSED USE:
CONDITIONAL USE PERMIT FOR
20 CONDOMINIUM DWELLING UNITS - TOWNHOUSE STYLE

EXISTING GENERAL PLAN: SP - AREA 8: RESIDENTIAL TOWN CENTER
APPLIED ZONING REGULATION: R-4

PROPOSED SETBACK:
FRONT SETBACK - 30'-4" & 34'-0" TO SANTO DOMINGO AVENUE
SIDE SETBACK - 5'-0"
REAR SETBACK- 30'-0", SECOND STORY - 27'-6", THIRD STORY - 30'-7"
PROPOSED BUILDING HEIGHT: 3 STORY - 35'-0"
BUILDING OCCUPANCY: R2 / U
CONSTRUCTION TYPE: TYPE VB
FIRE SPRINKLER: YES : NFPA 13-R

DWELLING UNIT SUMMARY: TOTAL 20 UNITS
(2) UNIT TYPE A - FLOOR AREA: 1,835 SF (3,670 SF)
(2) UNIT TYPE B - FLOOR AREA: 1,590 SF (3,180 SF)
(2) UNIT TYPE C - FLOOR AREA: 1,889 SF (3,778 SF)
(2) UNIT TYPE D - FLOOR AREA: 1,794 SF (3,588 SF)
(8) UNIT TYPE E - FLOOR AREA: 1,804 SF (14,432 SF)
(4) UNIT TYPE F - FLOOR AREA: 1,842 SF (7,368 SF)

TOTAL FLOOR AREA: 36,016 SF

BUILDING COVERAGE ANALYSIS:
BUILDING 1, & 2 : 3,486 SF (6,972 SF)
BUILDING 3, 4, 5 & 6 = 2,540 SF (10,160 SF)

TOTAL BUILDINGS COVERAGE = 17,132 SF / 44,213 SF = 38.74%

PROPOSED UNIT DENSITY: 20 / 1.01 = 18.18 UNIT / ACRE

PARKING REQUIRED:
2 ENCLOSED PARKING SPACES AND 0.5 GUEST PARKING FOR EACH DWELLING UNIT
PARKING PROVIDED FOR 20 DWELLING UNITS:
40 GARAGE PAKING SPACES AND 10 OPEN GUEST PARKING SPACES

OPEN SPACE SUMMARY:

COMMON OPEN SPACE ANALYSIS: SEE A002 FOR EXHIBIT
COMMON OPEN SPACE REQUIRED 200 SF PER UNIT
QUILIFIED COMMON OPEN SPACE SHALL HAVE
MIN. DIMENSION OF 15'
TOTAL REQUIRED: 20 X 200=4,000 SF

TOTAL COMMON OPEN SPACE PROVIDED: 5,454 SF

PRIVATE OPEN SPACE ANALYSIS: SEE A002 FOR EXHIBIT
PRIVATE OPEN SPACE REQUIRED 200 SF PER UNIT
QUILIFIED PRIVATE SPACE SHALL HAVE
MIN. DIMENSION OF 4'
TOTAL REQUIRED: 20 X 200=4,000 SF

TOTAL PRIVATE OPEN SPACE PROVIDED: 3,572 SF

THE TOTAL OPEN SPACE PROVIDED: 9,026 SF

PRIVATE STORAGE PROVIDED:

UNIT 1: 288 Cubic Feet in Garage
UNIT 2: 250 Cubic Feet in 2nd FL.
UNIT 3: 288 Cubic Feet in Garage
UNIT 4: 288 Cubic Feet in Garage
UNIT 5: 288 Cubic Feet in Garage
UNIT 6: 250 Cubic Feet in 2nd FL.
UNIT 7: 288 Cubic Feet in Garage
UNIT 8: 288 Cubic Feet in Garage
UNIT 9: 255 Cubic Feet in 1st FL.
UNIT 10: 255 Cubic Feet in 1st FL.
UNIT 11: 255 Cubic Feet in 1st FL.
UNIT 12: 255 Cubic Feet in 1st FL.
UNIT 13: 255 Cubic Feet in 1st FL.
UNIT 14: 255 Cubic Feet in 1st FL.
UNIT 15: 255 Cubic Feet in 1st FL.
UNIT 16: 255 Cubic Feet in 1st FL.
UNIT 17: 255 Cubic Feet in 1st FL.
UNIT 18: 255 Cubic Feet in 1st FL.
UNIT 19: 255 Cubic Feet in 1st FL.
UNIT 20: 255 Cubic Feet in 1st FL.

SYMBOL LEGEND :

- (A) NEW RETAINING WALL / SLUMP STONE. BLK FENCE WALL
- (A001) NEW RETAINING WALL / SLUMP STONE. BLK FENCE WALL
- (A002) COMBINATION - REPLACEMENT OF EXISTING FENCE WALL
- (B) EXISTING neighbor property fence wall to remain
- (Bx) EXISTING neighbor property fence wall to be removed
- (C) EXISTING OAK TREE TO REMAIN
- (D) FRONT YARD SETBACK - 34'-0"
- (E) SIDE YARD SETBACK - 8'-0" OR 12'-6"
- (F) REAR YARD 3RD-STORY SETBACK - 30'-7"
- (G) TYPICAL 3' TALL YARD FENCE
- (H) TYPICAL PARKING SPACE - 9'X19'
- (J) TRASH ENCLOSURE - 12'-6" X 8'-6"
- (K) NEW DRIVEWAY APPROACHE
- (L) MAIN CONCRETE DRIVEWAY AISLES - 26'
- (M) NEW 3'-6" TALL COMMUNITY MONUMENT SIGN
- (N) EXISTING POWER POLE TO REMAIN
- (O) ABANDONED EXISTING POWER POLE TO BE REMOVED
- (P) BIKE RACK (X5)
- (Q) EXISTING WATER METER TO BE RELOCATED
- (R) TRANSFORMER LOCATION
- (S) REAR YARD 2ND-STORY SETBACK - 27'-6"
- (T) 5' WIDE UTILITY EASEMENT ON PROPERTY
- (U) EXISTING POWER POLE ON SITE TO BE REMOVED , POWER LINE SHALL BE UNDERGROUND
- (V) 20 UNITS MAIL BOX - SEE DETAIL A
- (W) TRANSFORMER, SCREENED BY LANDSCAPING
- (X) DWELLING UNIT METERS, SCREENED FROM THE STREET
- (Y) BACK-FLOW PREVENTION VALE, SCREENED BY LANDSCAPING
- (Z) UNIT HVAC
- (Z) Turf Area - see Landscaping Plan

SHEET SCHEDULE :

- 0 COVER SHEET
- A001 SITE PLAN, PROJECT SUMMARY
- A002 OPEN SPACE ANALYSIS
- A003 SUSTAINABLE DEVELOPMENT AND PRACTICE TO TOPOGRAPHY/SURVEY MAP
- T-1 TENTATIVE MAP
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T.J. BUILD DESIGN

13841 ROSWELL AVE. # A
CHINO, CA 91710
T: 951.415.9622
F: 909.590.8804
jimmysylee@gmail.com

CONDOMINIUM DEVELOPMENT

1401 Santo Domingo Avenue
Duarte CA 91010

REVISIONS:

PROJECT SUMMARY
SITE PLAN

DATE PRINTED: 10/18/2021
DATE: 04-01-2021

SCALE: 1/16"=1'-0"

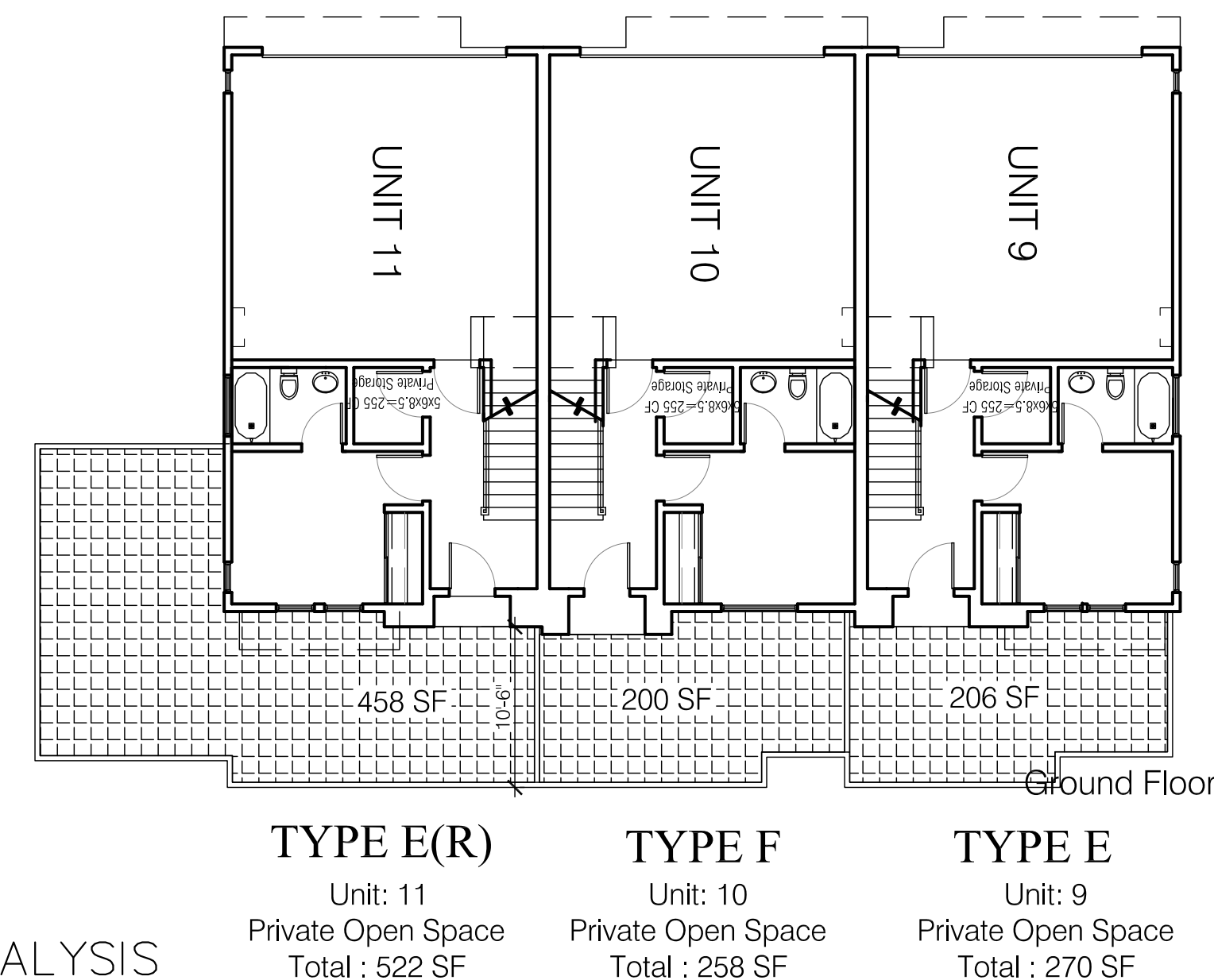
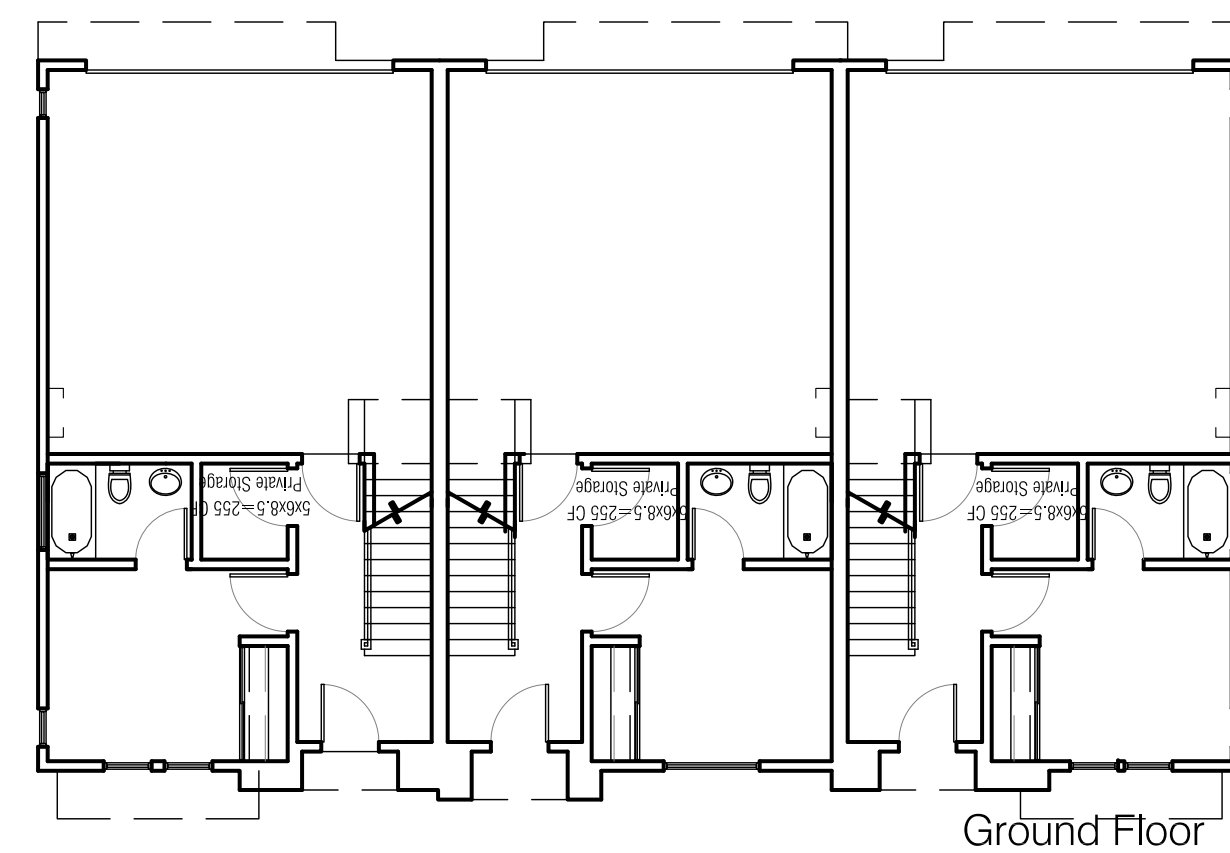
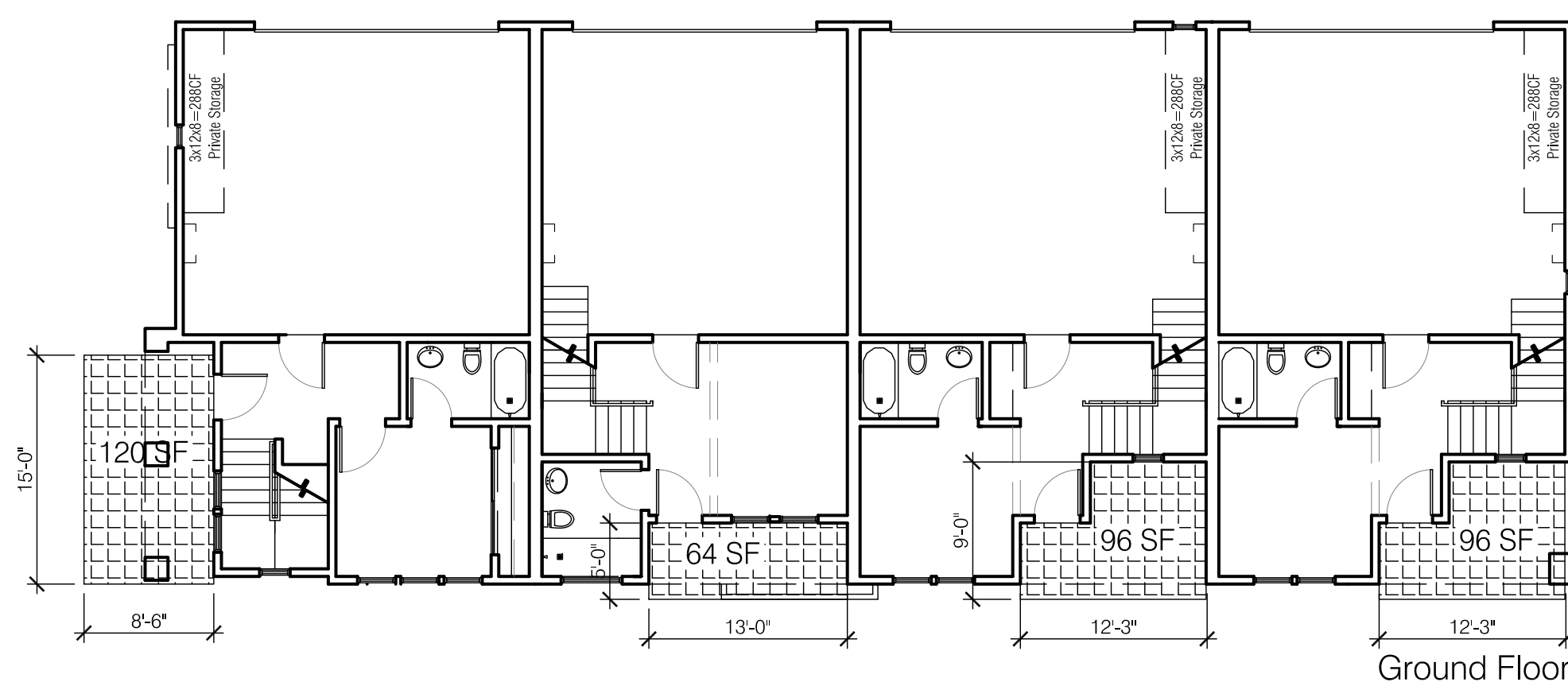
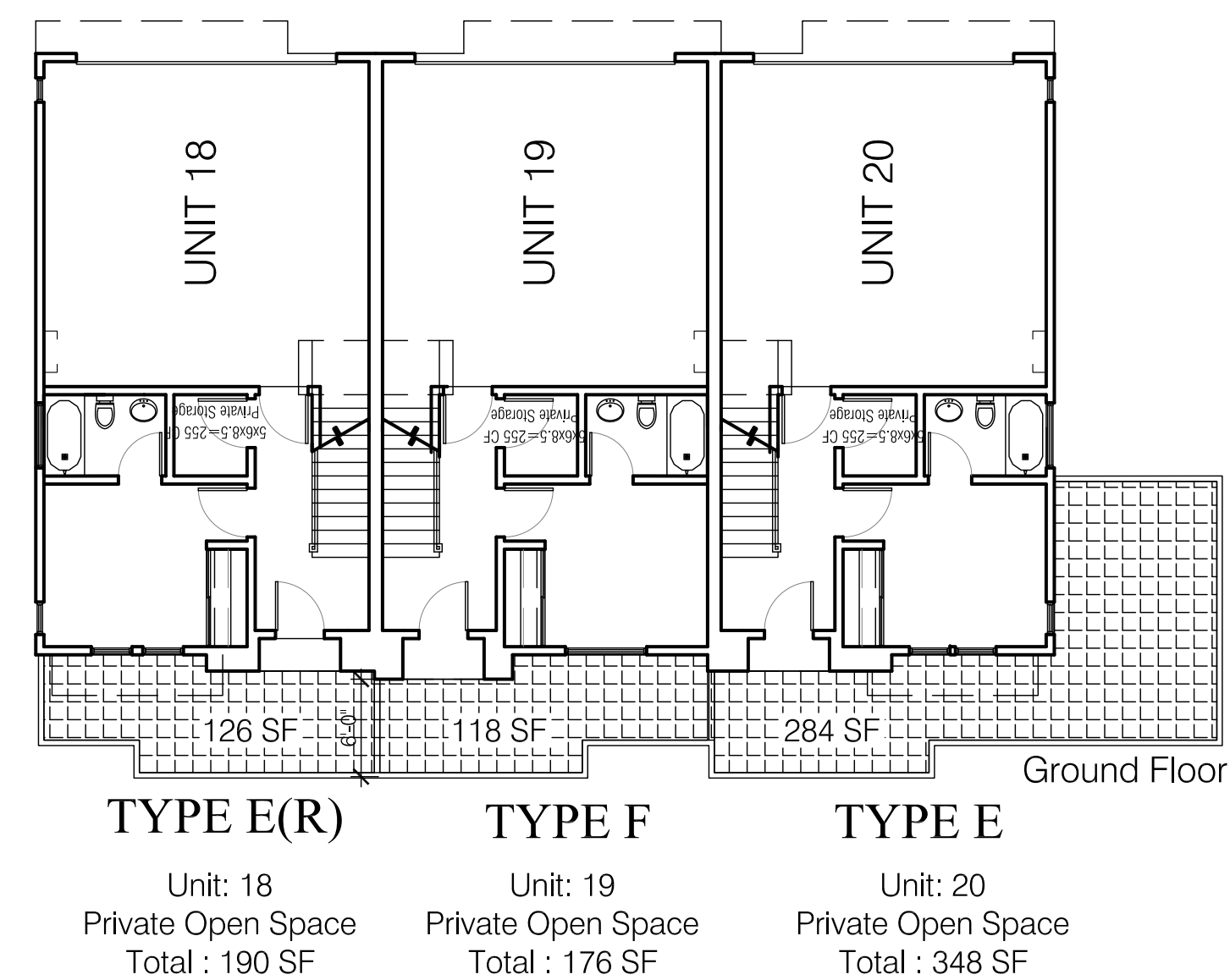
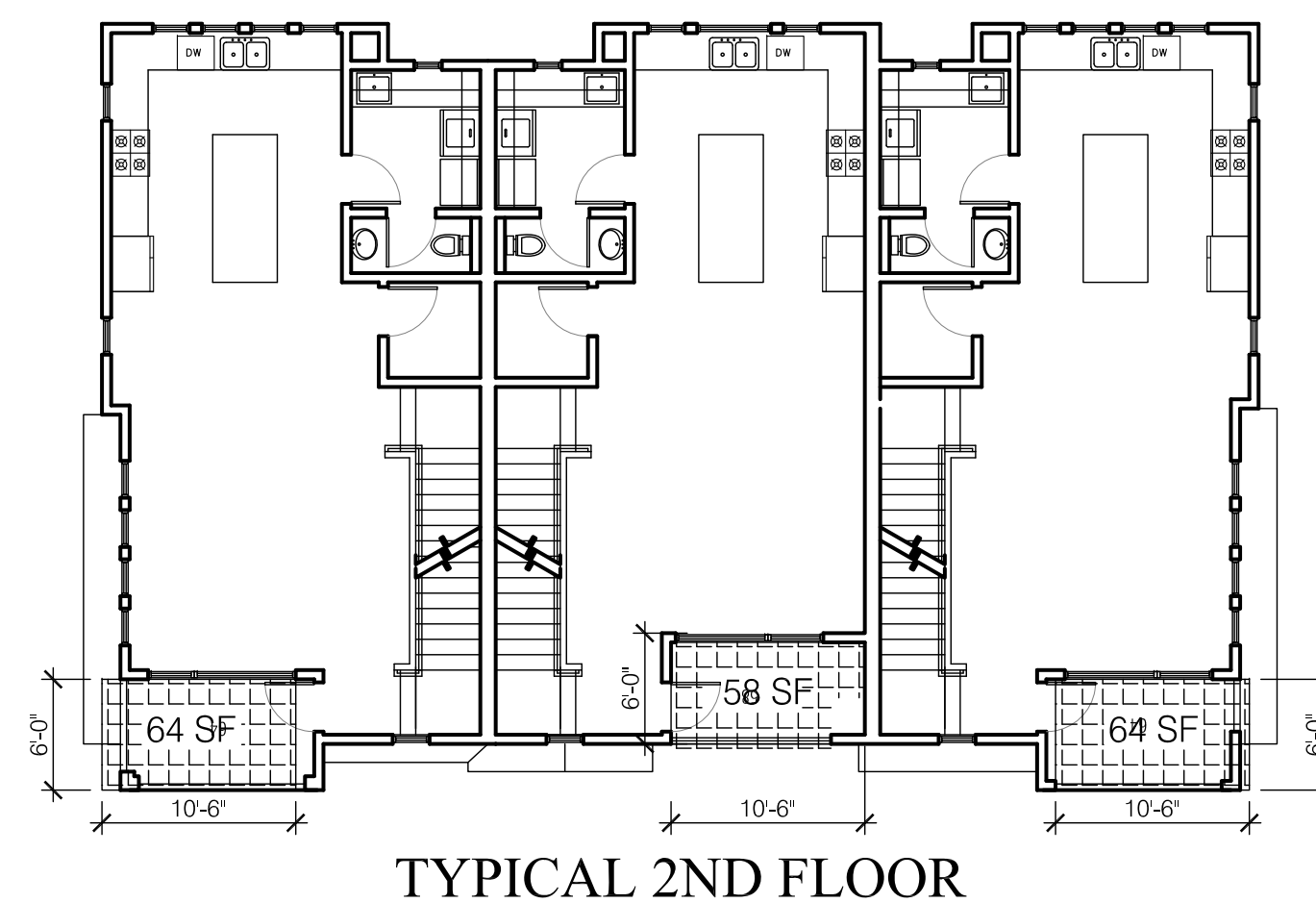
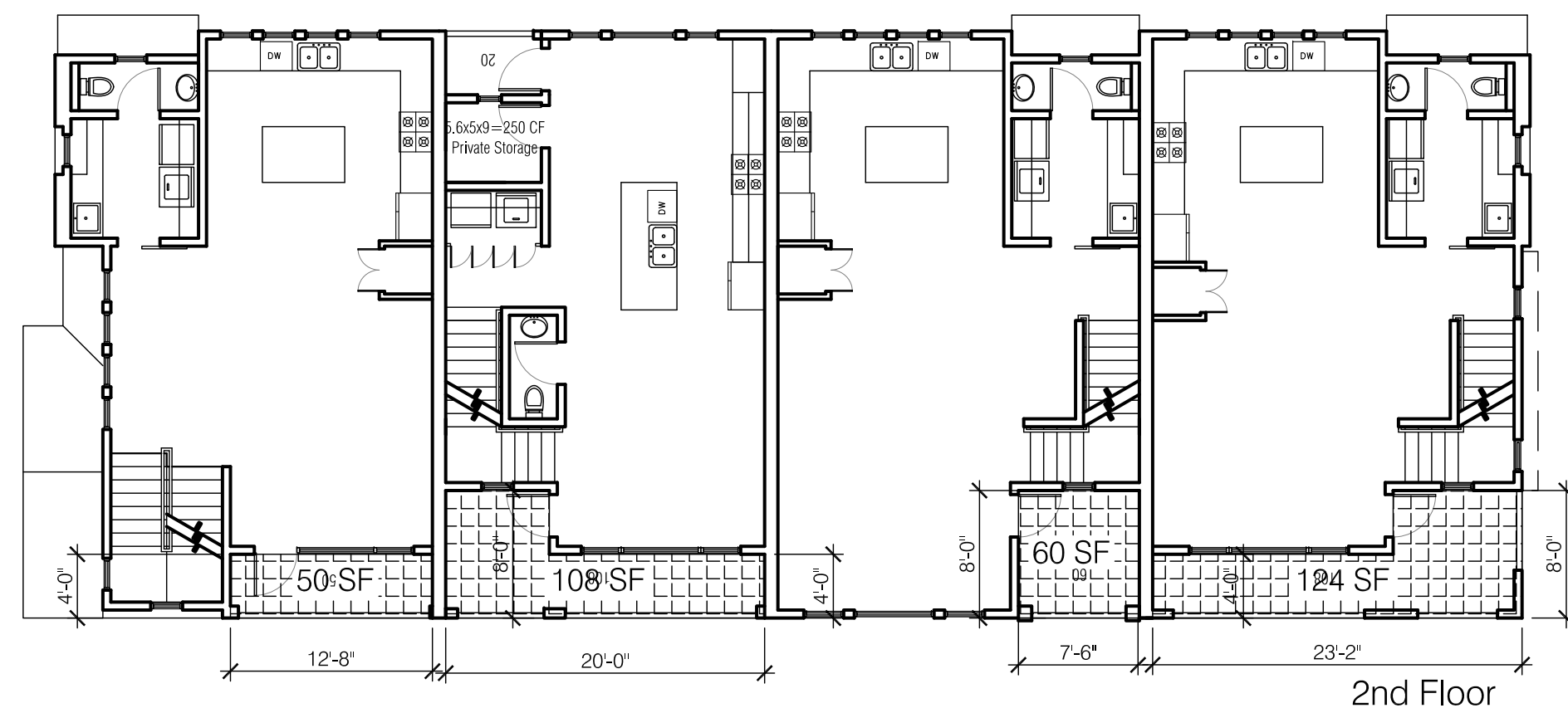
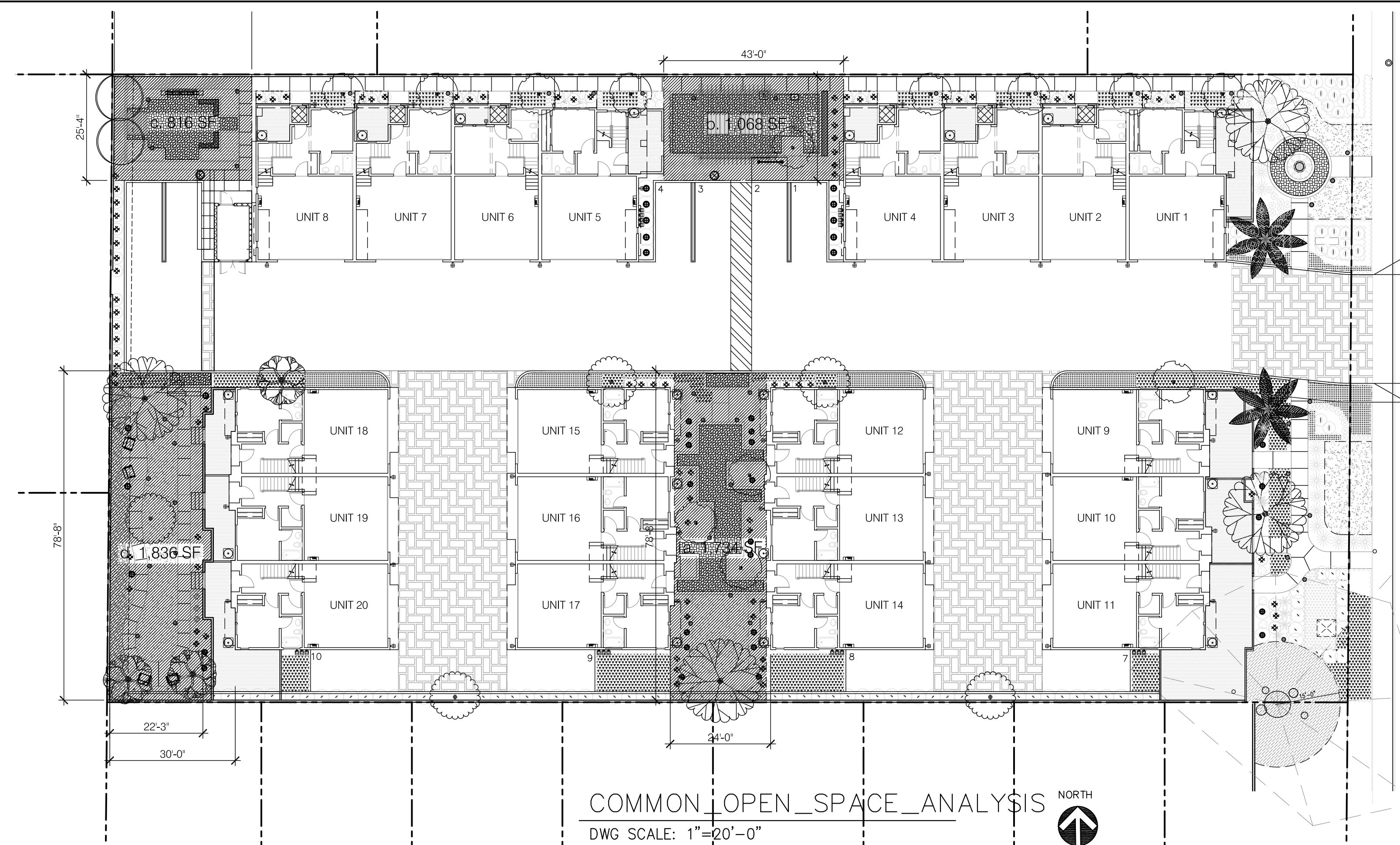
DRAWN: J.L.

JOB NO. 742

SHEET

A001

OF SHEETS



UNIT 1: 288 Cubic Feet in Garage
UNIT 2: 288 Cubic Feet in 1st FL.
UNIT 3: 288 Cubic Feet in Garage
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UNIT 17: 255 Cubic Feet in 1st FL.
UNIT 18: 255 Cubic Feet in 1st FL.
UNIT 19: 255 Cubic Feet in 1st FL.
UNIT 20: 255 Cubic Feet in 1st FL.

TYPE D
Unit: 4 & 8
Private Open Space
Total : 220 SF

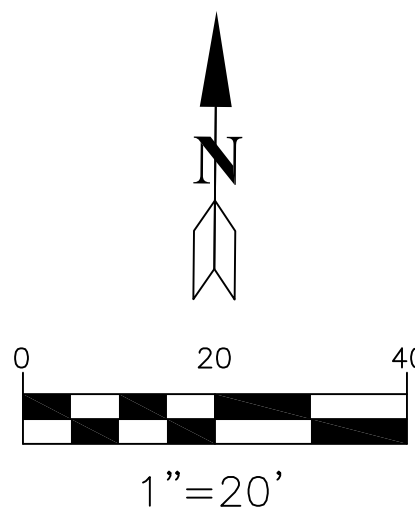
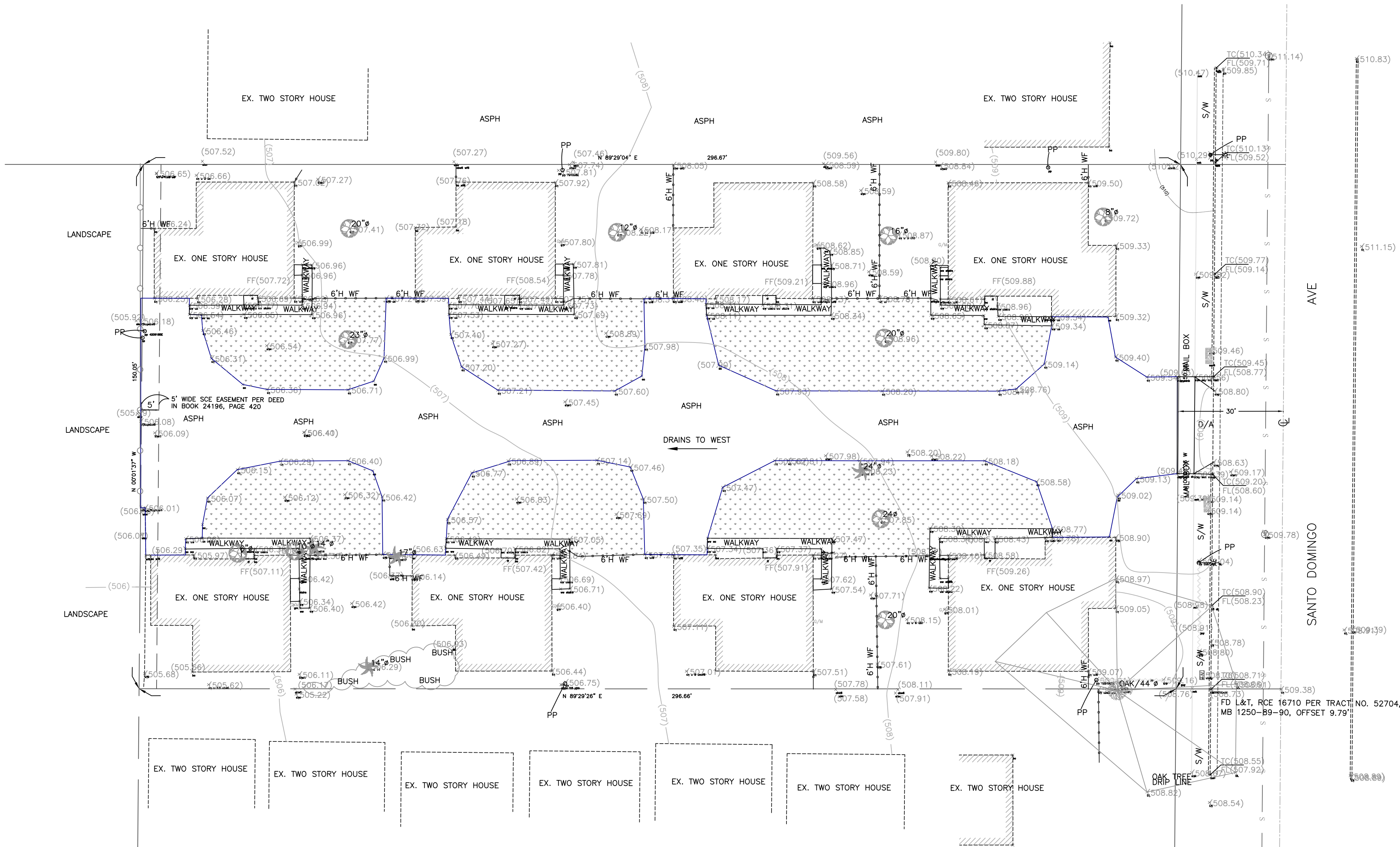
TYPE E
Unit: 14 & 17
Private Open Space
Total : 64 SF

TYPE E
Unit: 9
Private Open Space
Total : 270 SF

PRIVATE_OPEN_SPACE_ANALYSIS

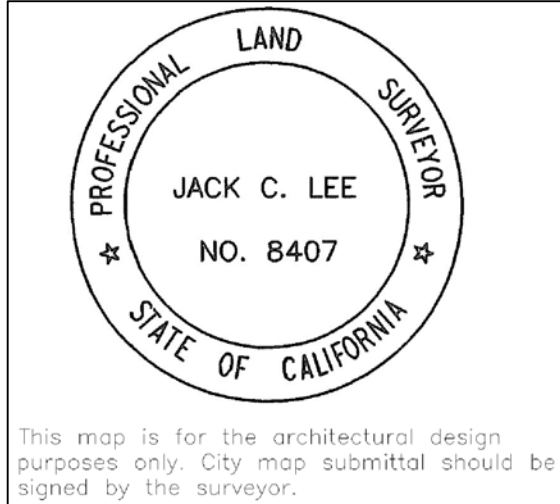
DWG SCALE: 1/8"=1'-0"

TOPOGRAPHIC MAP



ABBREVIATIONS/LEGEND:

CBW/RW	: CONC. BLOCK/RETAINING WALL	TC	: TOP OF CURB
CATV	: CABLE T.V. PULLBOX	W/M	: WATER METER
C/B	: CATCH BASIN	WF	: WOODEN FENCE
C&G	: CURB AND GUTTER	PP	: POWER POLE
CF	: CHAIN LINK FENCE	P/L	: PROPERTY LINE
D/W	: DRIVEWAY	RW	: RETAINING WALL
D/A	: DRIVEWAY APPROACH		
EX	: EXISTING		
FF	: FINISH FLOOR		
FS	: FINISHED SURFACE		
FL	: FLOW LINE		
GM	: GAS METER		
IF	: IRON FENCE		
HP	: HIGH POINT		
S/W	: SIDEWALK		
S/D	: STORM DRAIN		



LEGEND:

⊙	: STORM DRAIN MANHOLE	-S--S--	: SEWER LINE
⊙	: SEWER MANHOLE	⊙	: STREET LIGHT
⊙	: WATER VALVE	⊙	: WF/ WOOD FENCE OR IF/ IRON FENCE
⊙	: FDC / FIRE DEPT. CONNECTION	⊙	: CF/ CHAIN LINK FENCE
⊙	: FIRE HYDRANT	⊙	: EXISTING TREE
⊙	: EDISION PULL BOX	⊙	: CONC. BLOCK WALL/ RETAINING WALL
⊙	: STREET LIGHT PULL BOX	⊙	: WOOD POST
⊙	: TRAFFIC SIGNAL PULL BOX	⊙	: IRON POST
⊙	: UTILITY PULL VOX	⊙	: DRAIN HOLE
⊙	: TV CABLE PULL BOX	⊙	: VENT
⊙	: HIGH VOLTAGE BOX		
⊙	: TELEPHONE PULL BOX		
⊙	: SEPTIC TANK		
(532.00)	: EXISTING ELEVATION 532.00'		
--(532)--	: EXISTING CONTOUR LINE		
-W--W--	: WATER LINE		

SURVEYOR'S NOTES:

1. ALL INFORMATION SHOWN ON THE DRAWINGS IS GIVEN AS THE BEST PRESENT KNOWLEDGE AND PERFORMED WITHIN GENERALLY ACCEPTED ENGINEERING PRACTICE BUT WITHOUT GUARANTEE OF ACCURACY. WHERE ACTUAL CONDITIONS CONFLICT WITH THE DRAWINGS, THEY SHALL BE REPORTED TO THE ENGINEER SO THAT THE PROPER REVISIONS MAY BE MADE.
2. ESTABLISHMENT OF CONTOUR: CONTOURING IS THE GRAPHICAL REPRESENTATION OF CONSTANT ELEVATION LINES THAT ARE INTERPOLATED OR EXTRAPOLATED BETWEEN ACTUAL FIELD MEASURED ELEVATIONS OR MAP ELEVATIONS, AND SHOULD NOT BE INTERPRETED AS PRECISE GROUND CONDITIONS. ONLY AN INFINITE NUMBER OF FIELD MEASUREMENTS WOULD REPRESENT SUCH PRECISE CONDITIONS, WHICH OBVIOUSLY ARE NOT POSSIBLE. THE NUMBER OF SUCH FIELD MEASUREMENTS ARE THEREFORE LIMITED TO THE SCOPE AND INTENT OF THE RESULTING MAP.
3. THE BOUNDARY SHOWN HEREON HAS BEEN ESTABLISHED BASED ON THE RECORD DATA.
4. THE EXISTING COUNTOUR LINES BEYOND THE PROPERTY ARE INTERPRETED PER COUNTY REGIONAL TOPOGRAPHIC MAP.
5. EASEMENT INFORMATION IS NOT FULLY SHOWN IN THIS MAP. EXACT DETAILS REGARDING EASEMENT LOCATIONS SHOULD BE PROVIDED BY THE OWNER(S).

LEGAL DESCRIPTION:

LOT 7 AND A PORTION OF LOT 8 OF TRACT NO. 9618, IN THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORD IN BOOK 134 PAGE 21 OF MAPS, IN THE OFFICE OF COUNTY RECORDED OF SAID COUNTY.

APN: 8529-012-046

BENCHMARK: COUNTY BENCHMARK 4G3263 ELEVATION: 533.861

CSBM MON IN N END C. B. 18FT S/O BCR @ SE COR HUNTINGTON DR & HIGHLAND AVE MKD (BM 11-15C 1968))

BASIS OF BEARING:

CENTERLINE OF SANTO DOMINGO AVE N 00°02'00" W PER TRACT NO 9618 M.B. 134-21

CALLAND ENGINEERING, INC.
dba QUARTECH CONSULTANTS
576 E. LAMBERT ROAD, BRE, CA 92821
TEL: (714) 671-1050 FAX: (714) 671-1090

RELEASED

REVISIONS

PROJECT LOCATION:
1401 SANTO DOMINGO AVENUE
DUARTE CA 91010

DRAWN:	JW
CHECKED:	
DATE:	09-28-2018
JOB NO.:	18-188-005
SCALE:	1"=20'
FILE NAME:	Topo-1401 Santo Domingo

T-1

SHEET 1 OF 1 SHT.

PREPARED BY:

JACK LEE
CAL LAND ENGINEERING, INC.
576 E LAMBERT RD
BREA, CA 92821
TEL: (714) 671-1050
FAX: (714) 671-1090

OWNER:

BAO ZHONG BAO ENT, LLC
407 CONEJO ROAD,
SANTA BARBARA, CA 93103

BENCHMARK:

LA COUNTY BM 4G3263 ELEVATION:
533.861

CSBM MON IN N END C. B. 18FT S/O
BCR @ SE COR HUNTINGTON DR &
HIGHLAND AVE MKD (BM 11-15C
1968))

EARTHWORK QUANTITIES

CUT: 0 CY
FILL: 2,626 CY
IMPORT: 2,626 CY

BASIS OF BEARINGS:

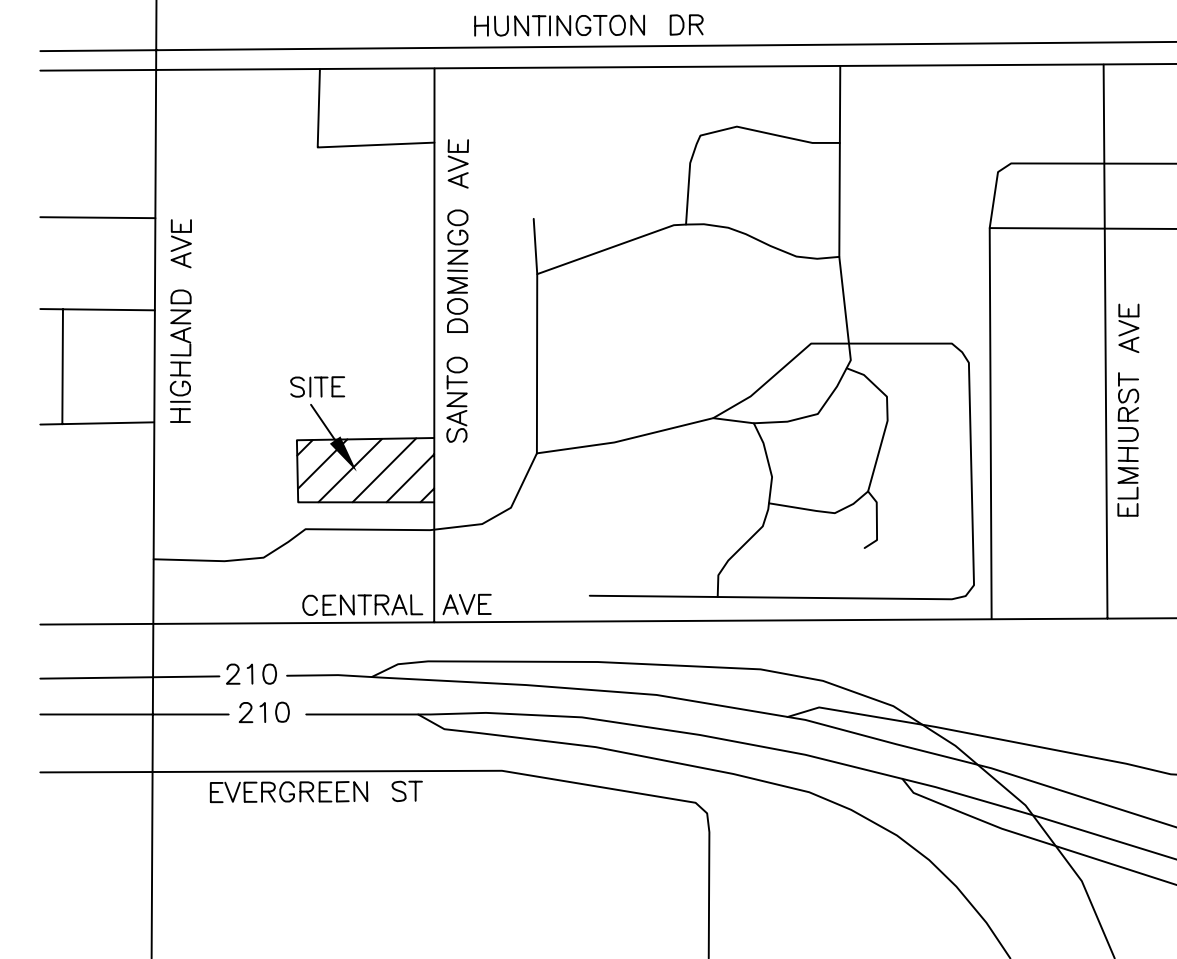
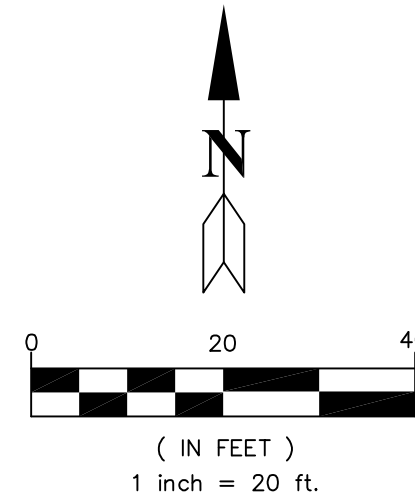
CENTER LINE OF SANTO DOMINGO AVENUE
BEARING AT N 00°01'26" W

TENTATIVE TRACT MAP NUMBER 82962
LOCATED IN THE CITY OF DUARTE
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA"

LOT 7 AND A PORTION OF LOT 8 OF TRACT NO. 9618, IN THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE
OF CALIFORNIA, AS PER MAP RECORD IN BOOK 134 PAGE 21 OF MAPS, IN THE OFFICE OF COUNTY RECORDED OF
SAID COUNTY.

APN: 8529-012-046

FOR CONDOMINIUM DEVELOPMENT



VICINITY MAP N.T.S.

LEGEND:

- LANDSCAPE
.....FLOW PATH

ABBREVIATIONS:

CBW..... CONC. BLOCK WALL
C&G..... CURB AND GUTTER
D/A..... DRIVEWAY APRON
DWY..... DRIVEWAY
EP..... EDISON POLE
EX..... EXISTING
FH..... FIRE HYDRANT
FL..... FLOW LINE ELEVATION
GM..... GAS METER
MH..... MAN HOLE
SMH..... SEWER MANHOLE
S/W..... SIDEWALK
SD..... STORM DRAIN
TBR..... TO BE REMOVED
TC..... TOP OF CURB ELEVATION
WF..... WOODEN FENCE
WV..... WATER VALVE
DS..... DOWNSPOUT

UTILITY SERVICES

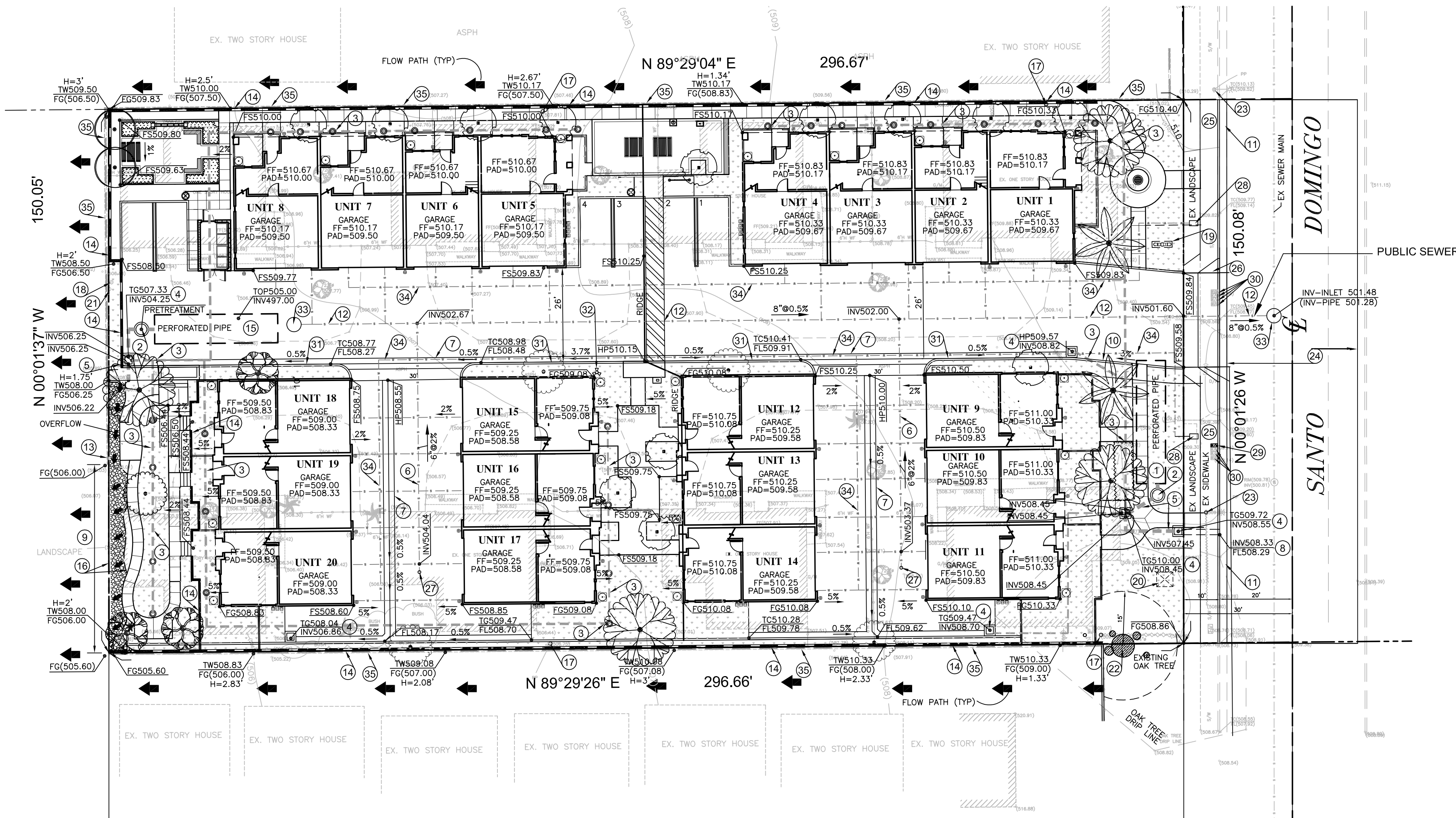
CABLE/INTERNET - CHARTER/SPECTRUM, FRONTIER, VERIZON
ELECTRICITY - SOUTHERN CALIFORNIA EDISON
GAS - THE GAS COMPANY
TELEPHONE - FRONTIER
WASTE DISPOSAL - BURRTEC WASTE
WATER - CALIFORNIA AMERICAN WATER

LOW IMPACT DEVELOPMENT

CATEGORY:
LARGE-SCALE NON-DESIGNATED PROJECTS - ALL RESIDENTIAL DEVELOPMENT AND
REDEVELOPMENT OF FIVE UNITS OR GREATER.

NOTES:

- PROPOSED 8'-0" - 34' LONG PERFORATED PIPE LID BMP
- PROPOSED DUAL VORTEX SEPARATOR PRETREATMENT BMP
- PROPOSED 8" PVC DRAINAGE PIPE
- PROPOSED 24"x24" STORM DRAIN CATCH BASIN
- PROPOSED 12" PVC DRAINAGE PIPE
- PROPOSED 6" @ 2.0% SLOPE PRIVATE SEWER LATERAL
- PROPOSED CONCRETE V-GUTTER PER DETAIL ON THIS SHEET
USE MODIFIED SPPWC 122-2 DETAIL WITH W=3'-0"
- PROPOSED 18" WIDE PARKWAY DRAIN
- PROPOSED WEEPHOLES ON WALL TO ALLOW DRAINAGE
- PROPOSED CURB
- REMOVE AND REPLACE EXISTING CURB AND GUTTER
- PROPOSED 8" @ 0.5% SLOPE PUBLIC VCP SEWER
- EXISTING WALL TO REMAIN
- PROPOSED 6' HIGH CMU WALL ON TOP OF 3' HIGH MAX RETAINING WALL
- PROPOSED 8'-0" - 35' LONG PERFORATED PIPE LID BMP
- PROPOSED 1.5" DEEP GRAVEL BED
- EXISTING POWER POLE TO BE REMOVED. POWER LINE TO BE UNDERGROUNDED
- EXISTING POWER POLE TO REMAIN
- PROPOSED BACKFLOW PREVENTION
- PROPOSED TRANSFORMER
- REMOVE EXISTING POLE
- PROTECT-IN-PLACE EXISTING TREE
- UNDERGROUND EXISTING POLE
- REMOVE AND REPLACE EXISTING ASPHALT PAVEMENT
- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY APPROACH
- PROPOSED SEWER CLEANOUT
- PROPOSED GRAND WATER METER AND SERVICE
- EXISTING WATER METER AND SERVICE TO REMAIN
- REMOVE EXISTING WATER METER
- PROPOSED 6" CURB AND GUTTER PER SPPWC STD 120-2
- PROPOSED HYDRANT
- PROPOSED SEWER MANHOLE
- PROPOSED WATER LINE
- REMOVE EXISTING WALL



RELEASED

REVISIONS

PREPARED FOR:
20-UNIT CONDOMINIUM
1401 SANTO DOMINGO ROAD,
DUARTE, CA 91010

DRAWN:

RR

CHECKED:

DATE:

10-21-2021

JOB NO.:

18-188-005

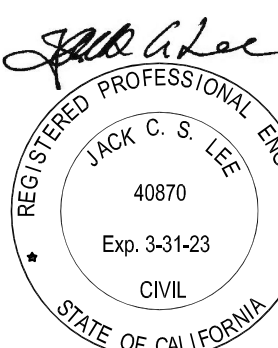
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1"=20'

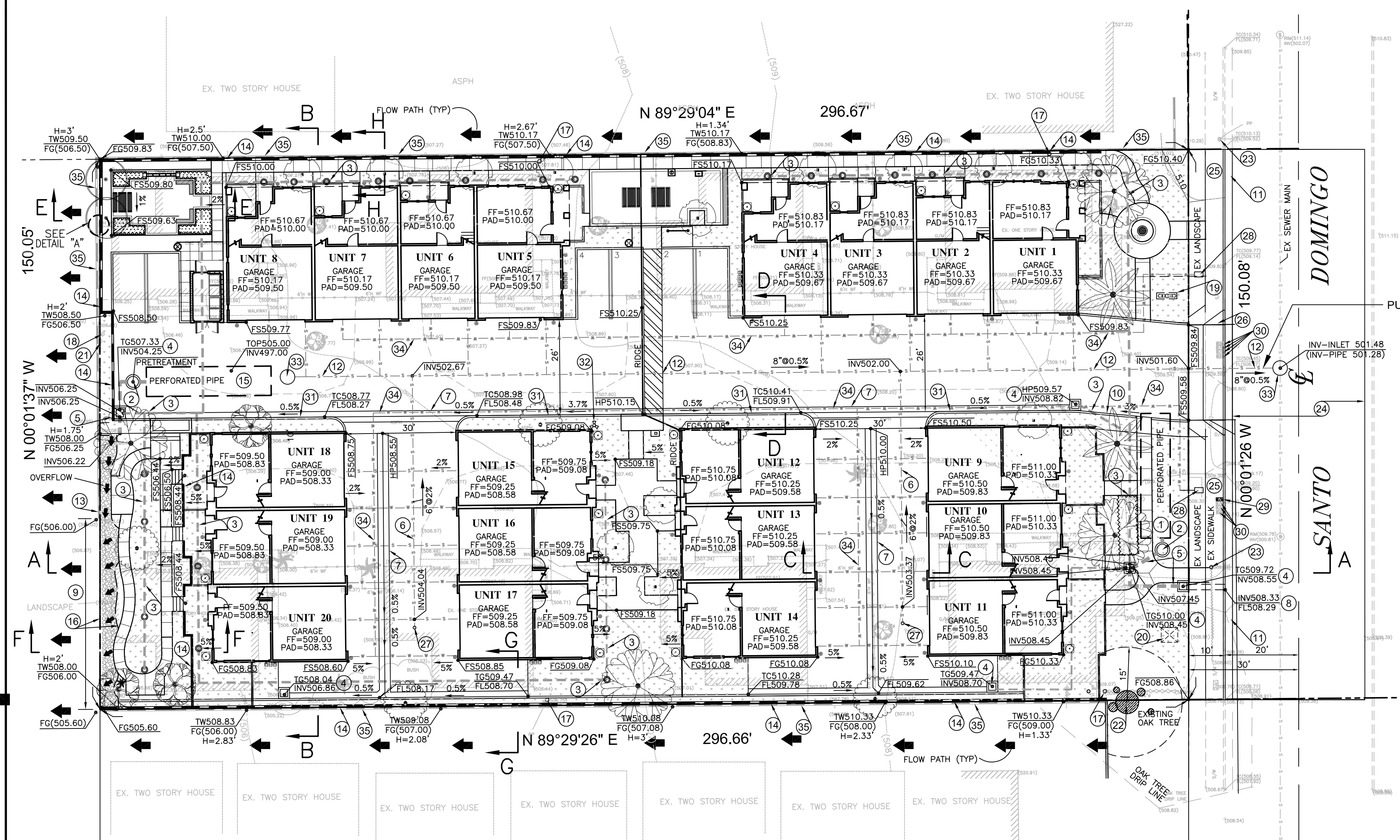
FILE NAME:

T-1

SHEET 1 OF 1 SHT.

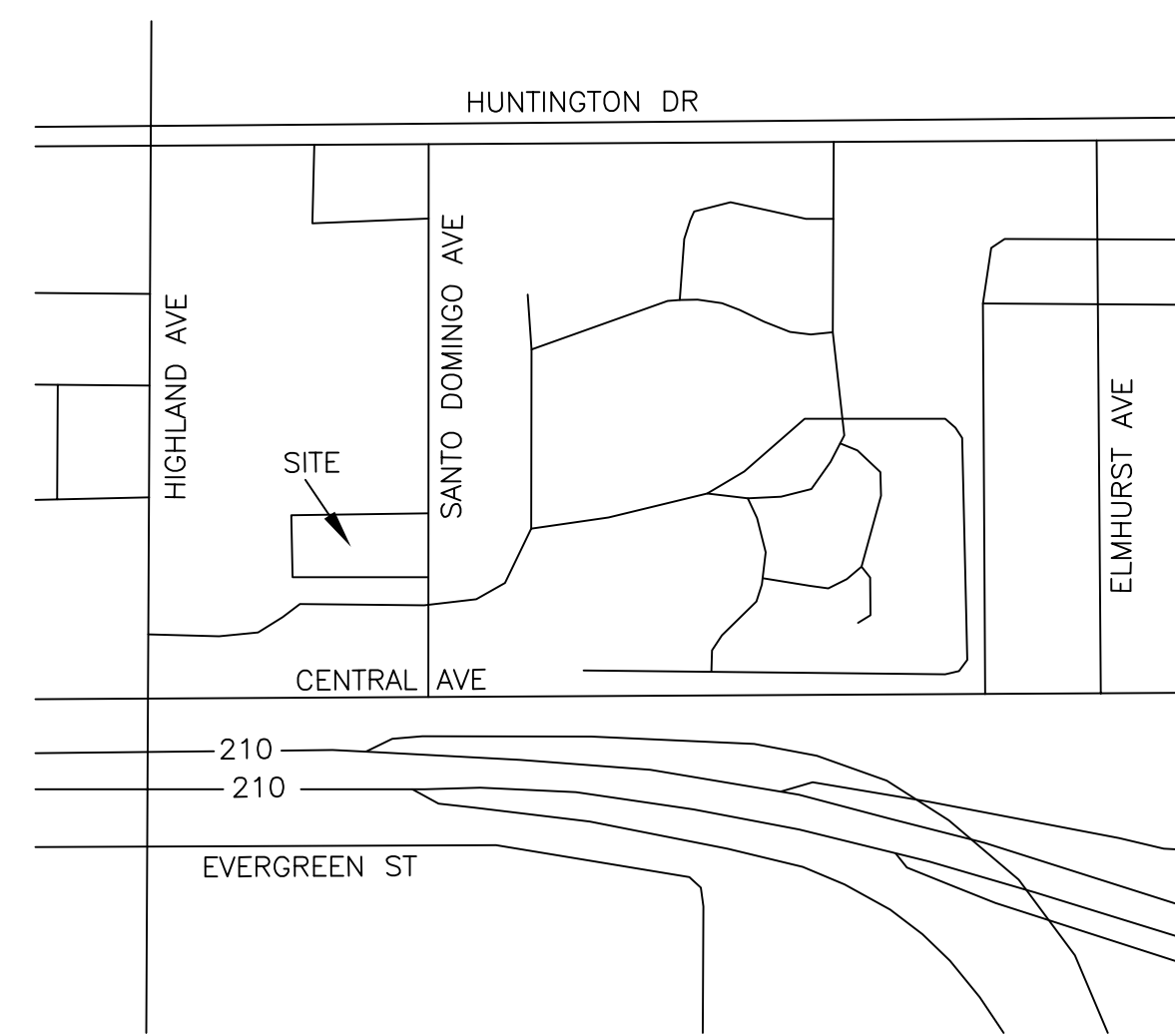


PRELIMINARY GRADING PLAN

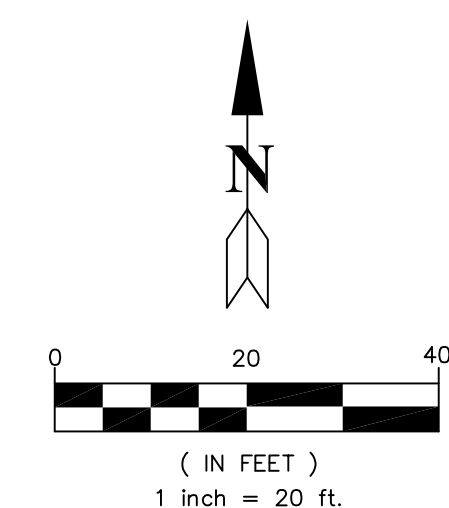


PROJECT INFORMATION:

APN#: 8529-012-046
PRESENT ZONE : SP #12
PROPOSED ZONE : SP #12
LOT SIZE: 44,516.07 SF (1.022 ACRES)
IMPERVIOUS AREA: 35,497.37 SF (79.74%)
PERVIOUS AREA: 9,018.70 SF
EXISTING LOT: 1
PROPOSED LOT: 20 UNITS CONDOMINIUM
PROJECT DESCRIPTION: RESIDENTIAL
EXISTING LAND USE: SINGLE FAMILY RESIDENCE (20 UNITS)
PROPOSED LAND USE: BY GRAVITY TOWARDS STREET (SANTO DOMINGO)
METHOD OF SEWAGE:



VICINITY MAP N.T.S.



NOTES:

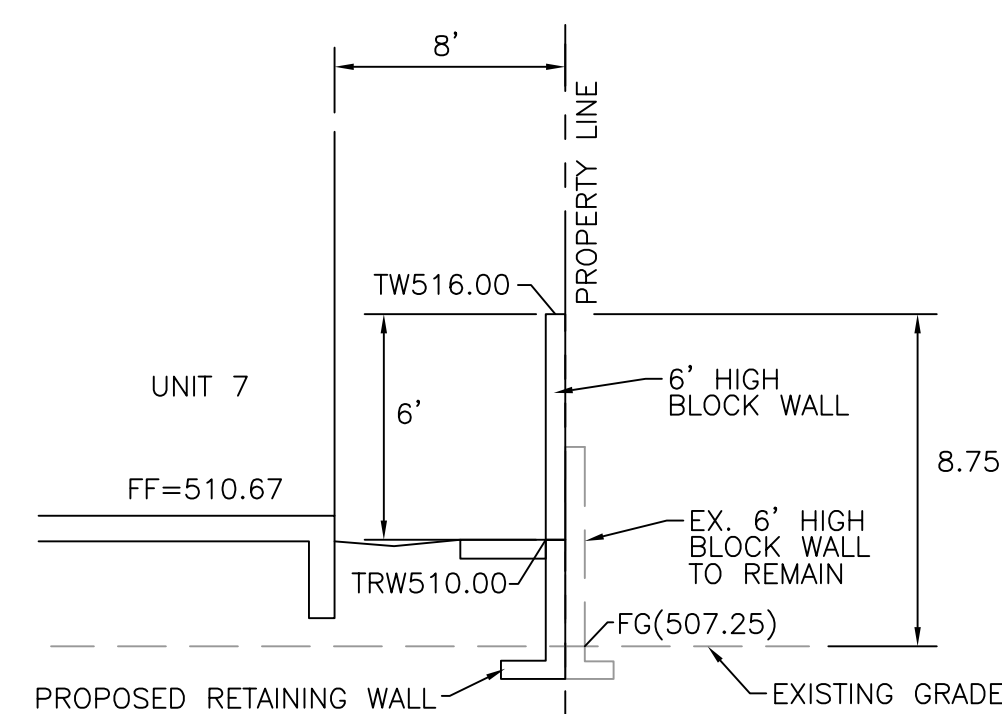
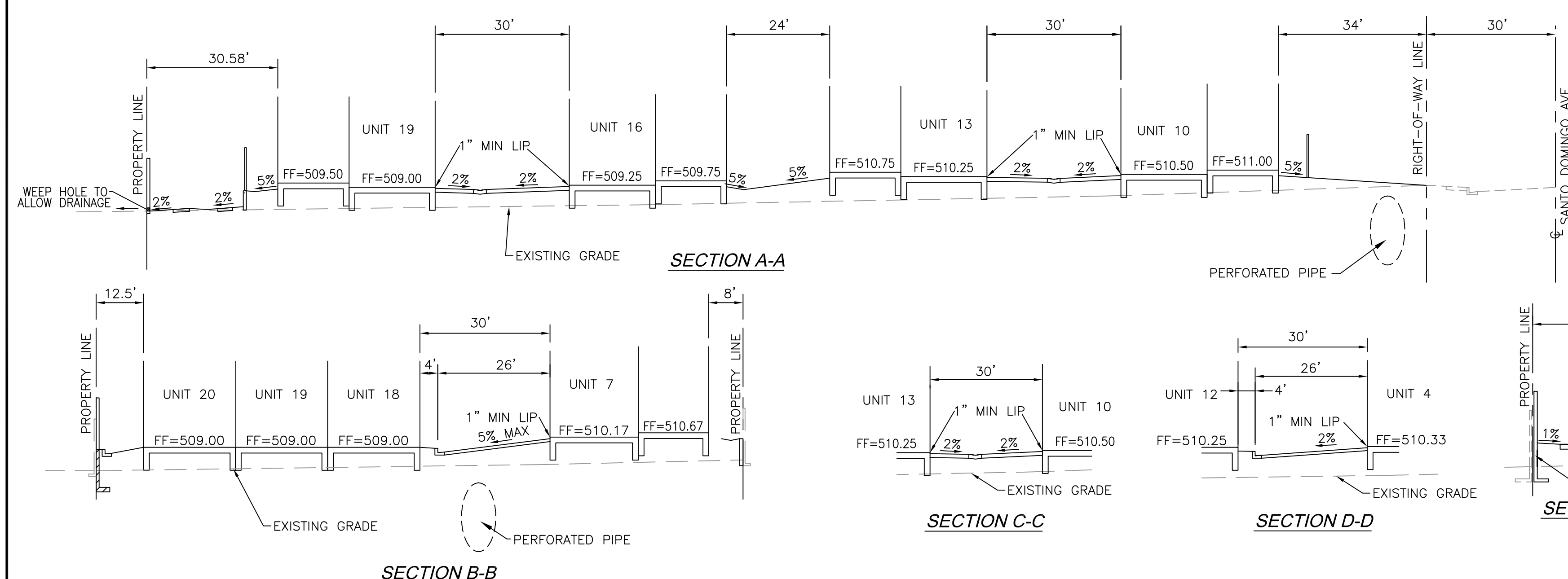
- PROPOSED 8'Ø - 34' LONG PERFORATED PIPE LID BMP
- PROPOSED DUAL VORTEX SEPARATOR PRETREATMENT BMP
- PROPOSED 8" PVC DRAINAGE PIPE
- PROPOSED 24"X24" STORM DRAIN CATCH BASIN
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- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY APPROACH
- PROPOSED SEWER CLEANOUT
- PROPOSED GRAND WATER METER AND SERVICE
- EXISTING WATER METER AND SERVICE TO REMAIN
- REMOVE EXISTING WATER METER
- PROPOSED 6" CURB AND GUTTER PER SPPWC STD 120-2
- PROPOSED HYDRANT
- PROPOSED SEWER MANHOLE
- PROPOSED WATER LINE
- REMOVE EXISTING WALL

LEGEND:

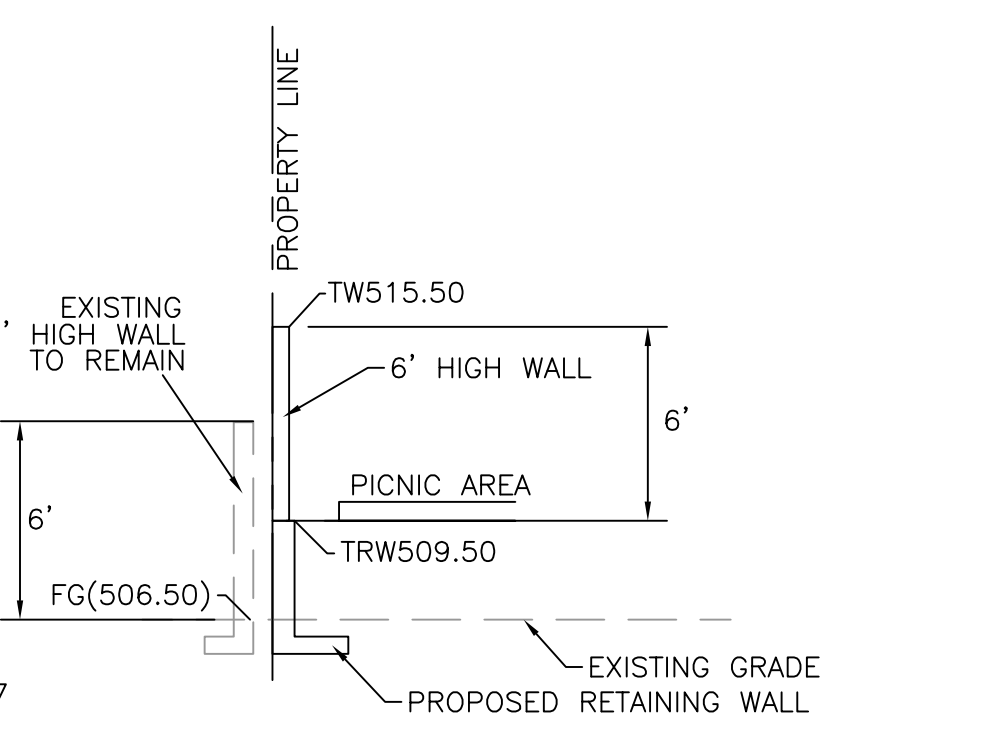
- STREET LIGHT
- FIRE HYDRANT
- INFILTRATION LOT
- LANDSCAPE
- FLOW PATH

ABBREVIATIONS:

- CBW..... CONC. BLOCK WALL
- C&G..... CURB AND GUTTER
- D/W..... DRIVEWAY APRON
- DWY..... DRIVEWAY
- EP..... EDISON POLE
- EX..... EXISTING
- FH..... FIRE HYDRANT
- FL..... FLOW LINE ELEVATION
- GM..... GAS METER
- MH..... MAN HOLE
- SMH..... SEWER MANHOLE
- SW..... SIDEWALK
- SD..... STORM DRAIN
- TBR..... TO BE REMOVED
- TC..... TOP OF CURB ELEVATION
- WF..... WOODEN FENCE
- WW..... WATER VALVE
- DS..... DOWNSPOUT



SECTION H-H



DETAIL "A"

EARTHWORK QUANTITIES:	OWNER/CLIENT:	LEGAL DESCRIPTION:	BENCHMARK:	PREPARED BY:
CUT: 0 CY FILL: 2,626 CY IMPORT: 2,626 CY OVEREXCAVATION: 3,290 CY	BAO ZHONG BAO ENT, LLC 407 CONEJO ROAD, SANTA BARBARA, CA 93103	LOT 7 AND A PORTION OF LOT 8 OF TRACT NO. 9618, IN THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORD IN BOOK 134 PAGE 21 OF MAPS, IN THE OFFICE OF COUNTY RECORDED OF SAID COUNTY.	LA COUNTY BM 4G3263 ELEVATION: 533.861 CSBM MON IN N END C. B. 18FT S/O BCR @ SE COR HUNTINGTON DR & HIGHLAND AVE MKD (BM 11-15C 1968))	CALLAND ENGINEERING, INC. 576 E. LAMBERT ROAD, BREA, CA 92821 TEL: (714) 671-1050 EMAIL: CALLANDENG@YAHOO.COM JACK C. LEE RCE 40870 10/21/2021 DATE
SPECIAL NOTES: THE QUANTITIES SHOWN HEREON ARE FOR PERMIT AND BONDING PURPOSES ONLY. THE CONTRACTOR SHALL VERIFY QUANTITIES PRIOR TO START OF GRADING		APN: 8529-012-046		

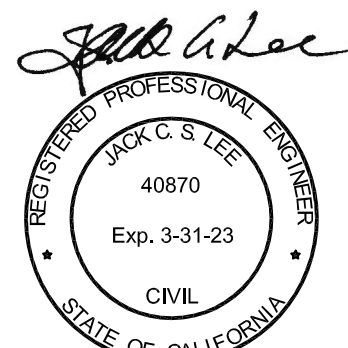
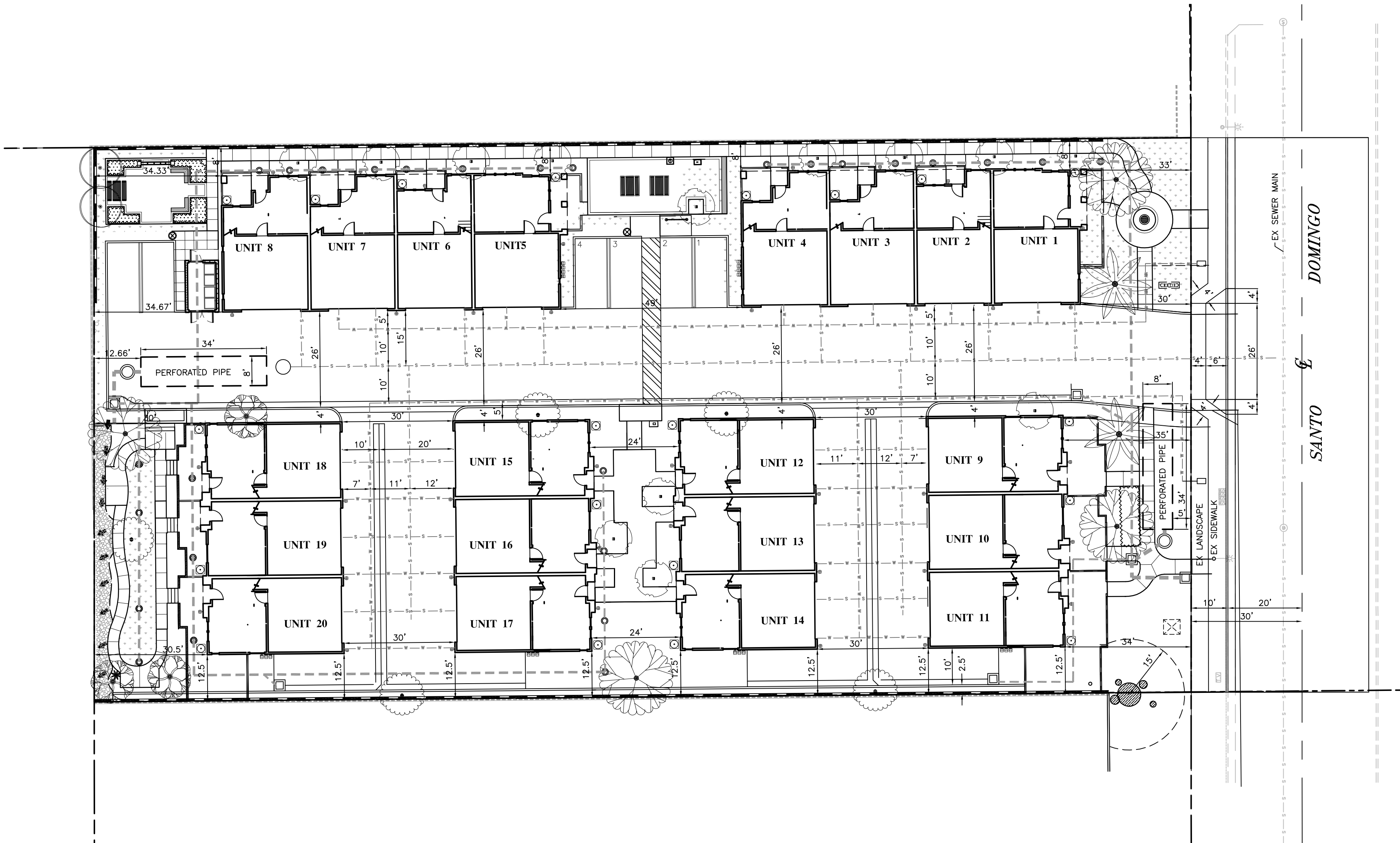
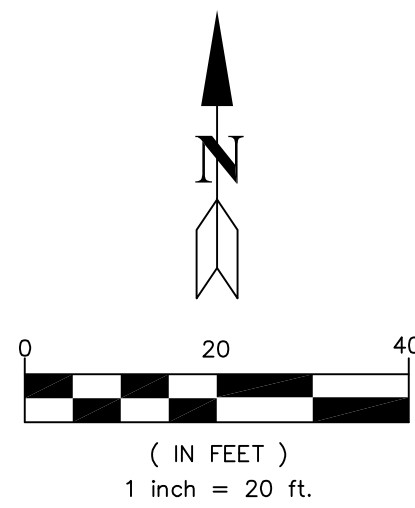
CAL LAND ENGINEERING, INC.
dba QUARTECH CONSULTANTS
574 E. LAMBERT RD., BREA CA 92821
TEL. NO.: (714) 671-1050 • FAX: (714) 671-1090

PROJECT LOCATION:
1401 SANTO DOMINGO AVENUE,
DUARTE, CA

DRAWN: RR
CHECKED:
DATE: 10/21/2021
JOB NO.: 18-188-005
SCALE: 1" = 20'
FILE NAME:

C-1
SHEET 1 OF 2

DIMENSIONAL SITE PLAN



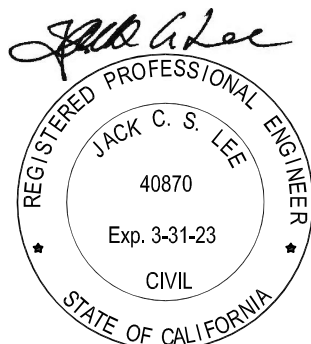
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20-UNIT CONDOMINIUM
1401 SANTO DOMINGO ROAD,
DUARTE, CA 91010

OWN: RR
 CKED:
 E: 10-21-2021
 NO.: 18-188-005
 LE: 1'=20'
 NAME:

E-1

PAGE 1 OF 1 SHIT.

1401 Santo Domingo Avenue
Duarte CA 91010

110001

REVISIONS:

BUILDING 1 & 2
FLOOR PLANS
UNIT TYPE- A, B, C & D

DATE
PRINTED: 03-15-2021

DATE:
02-25-2021

SCALE:

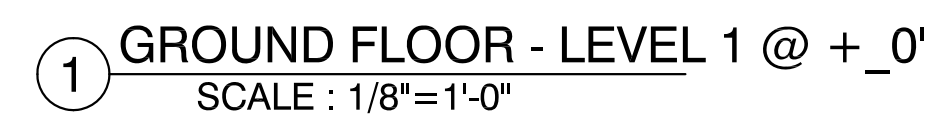
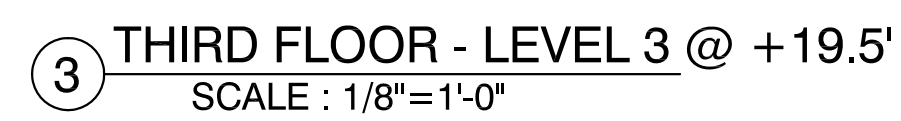
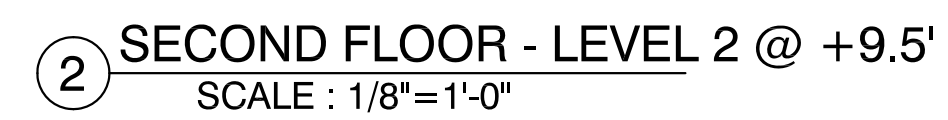
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J.L.

JOB NO.
742

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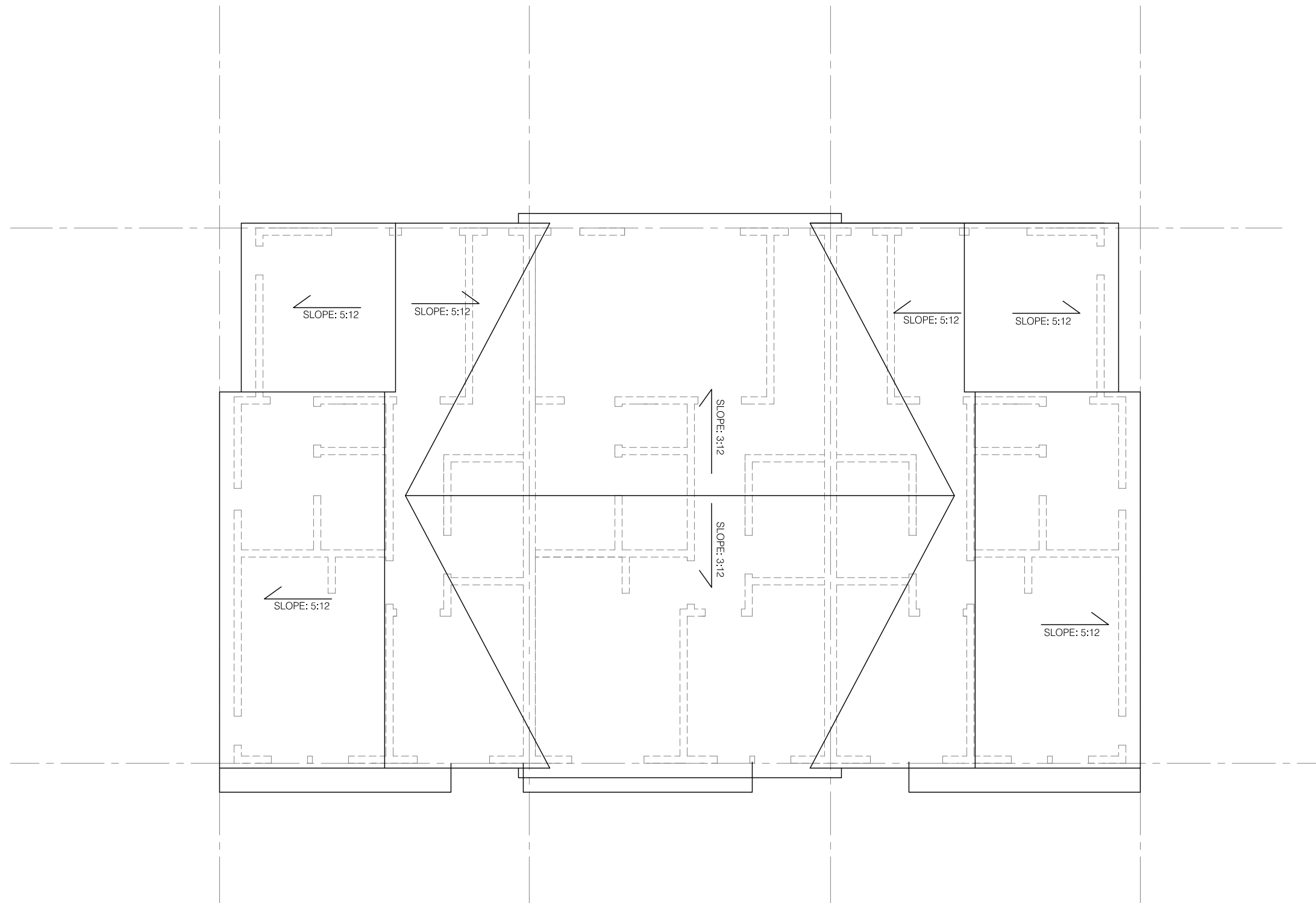
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SHEETS

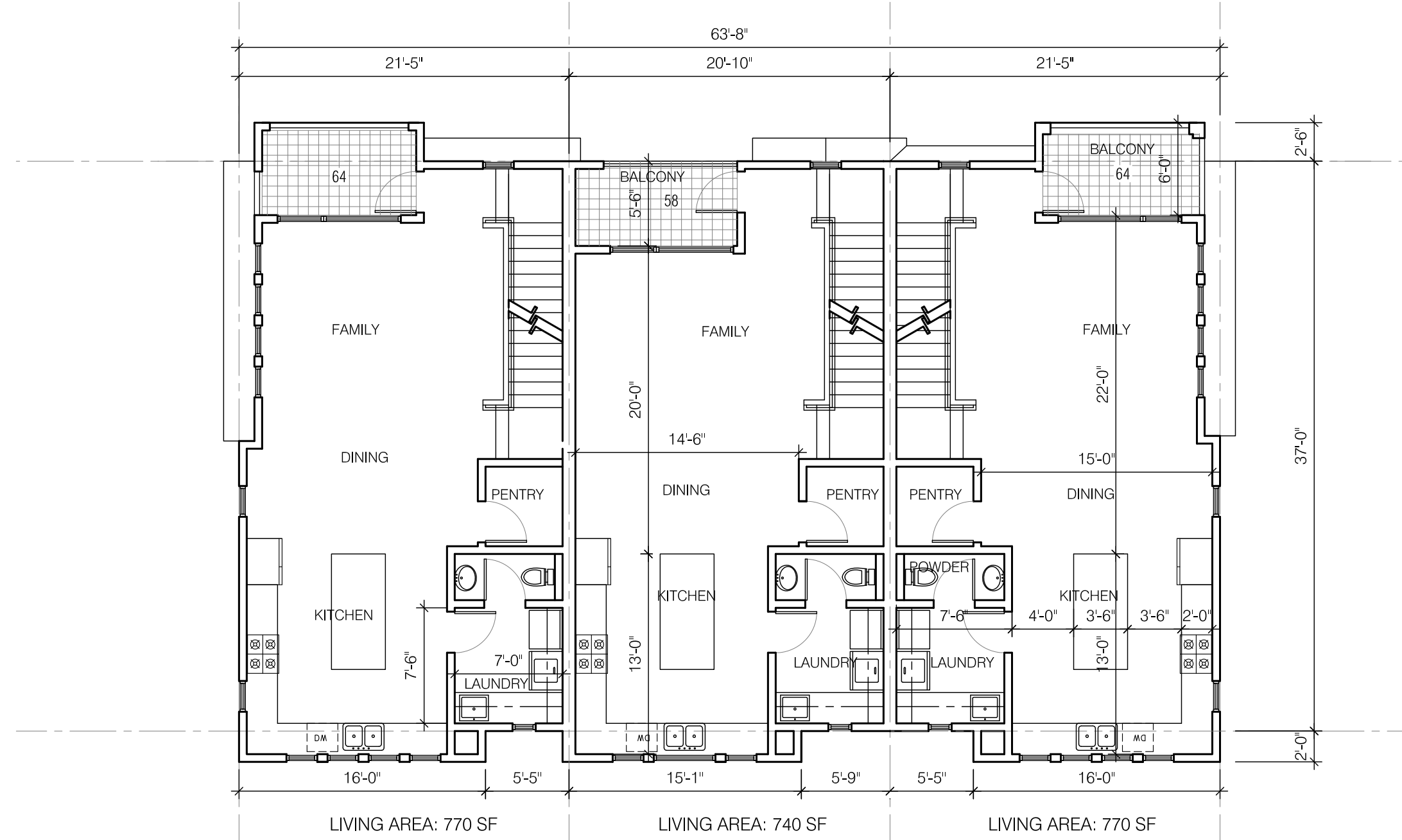


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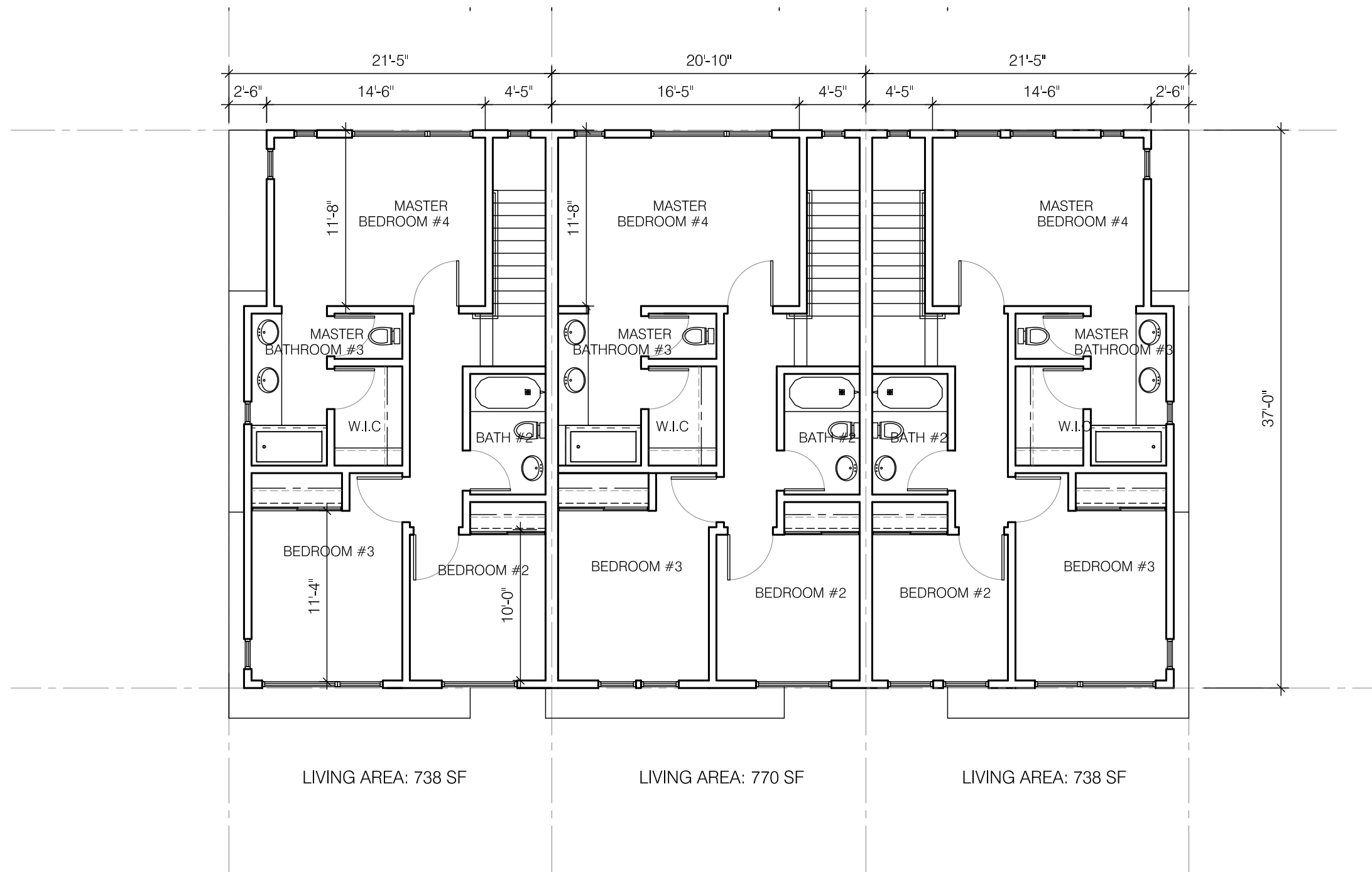
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JOB NO.	742
SHEET	



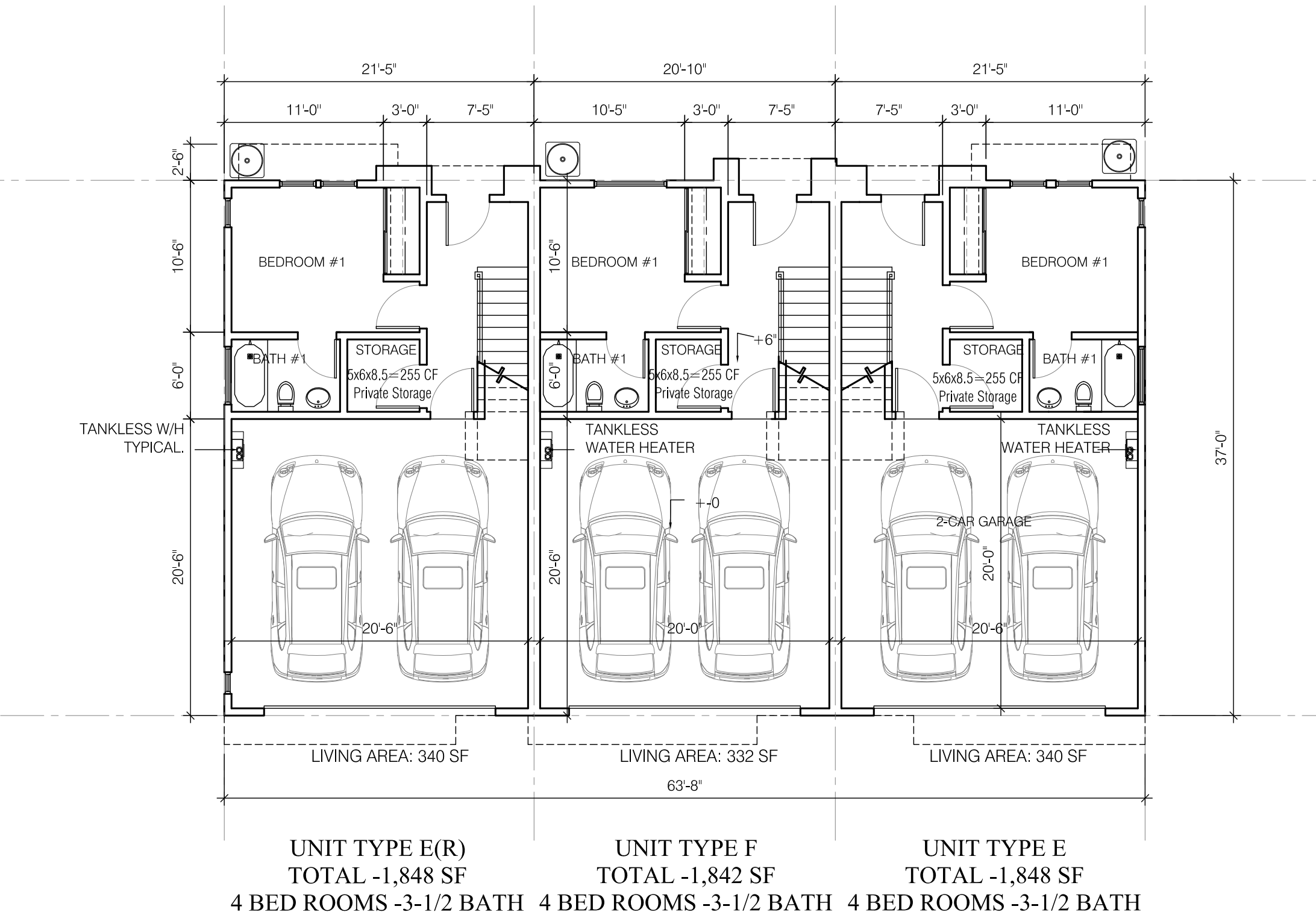
4 ROOF PLAN
SCALE : 1/8"=1'-0"



2 SECOND FLOOR - LEVEL 2 @ +9.5'
SCALE : 1/8"=1'-0"



3 THIRD FLOOR - LEVEL 3 @ +19.5'
SCALE : 1/8"=1'-0"



1 GROUND FLOOR - LEVEL 1 @ +_0'
SCALE : 1/8"=1'-0"



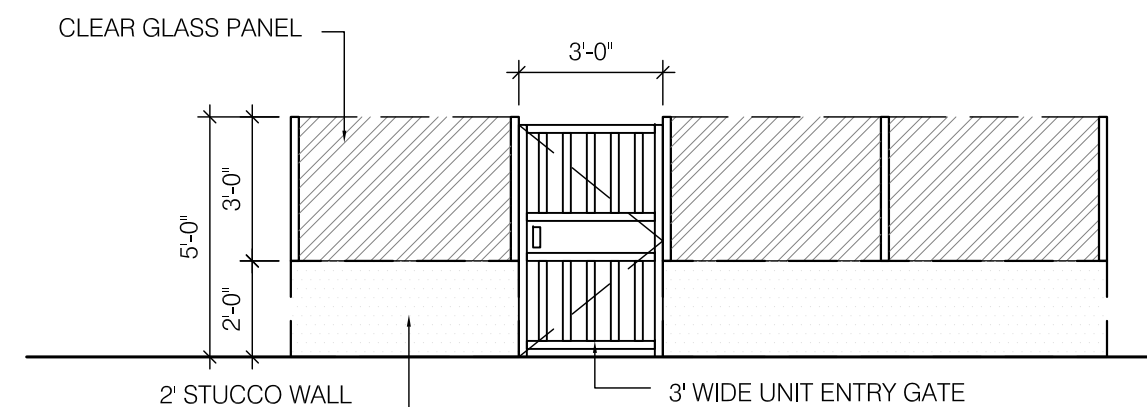
3 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



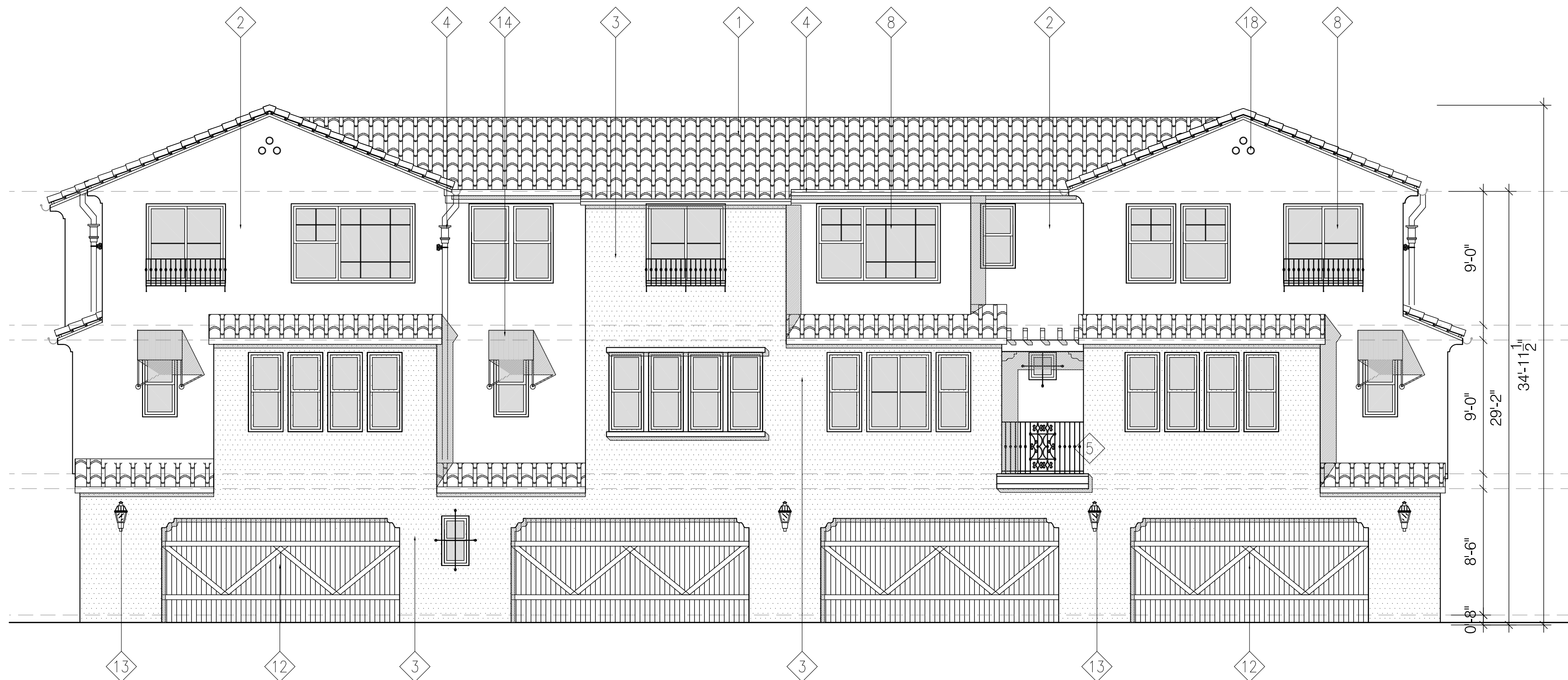
1 BUILDING FRONT ELEVATION
SCALE : 3/16"=1'-0"

MATERIAL LEGEND

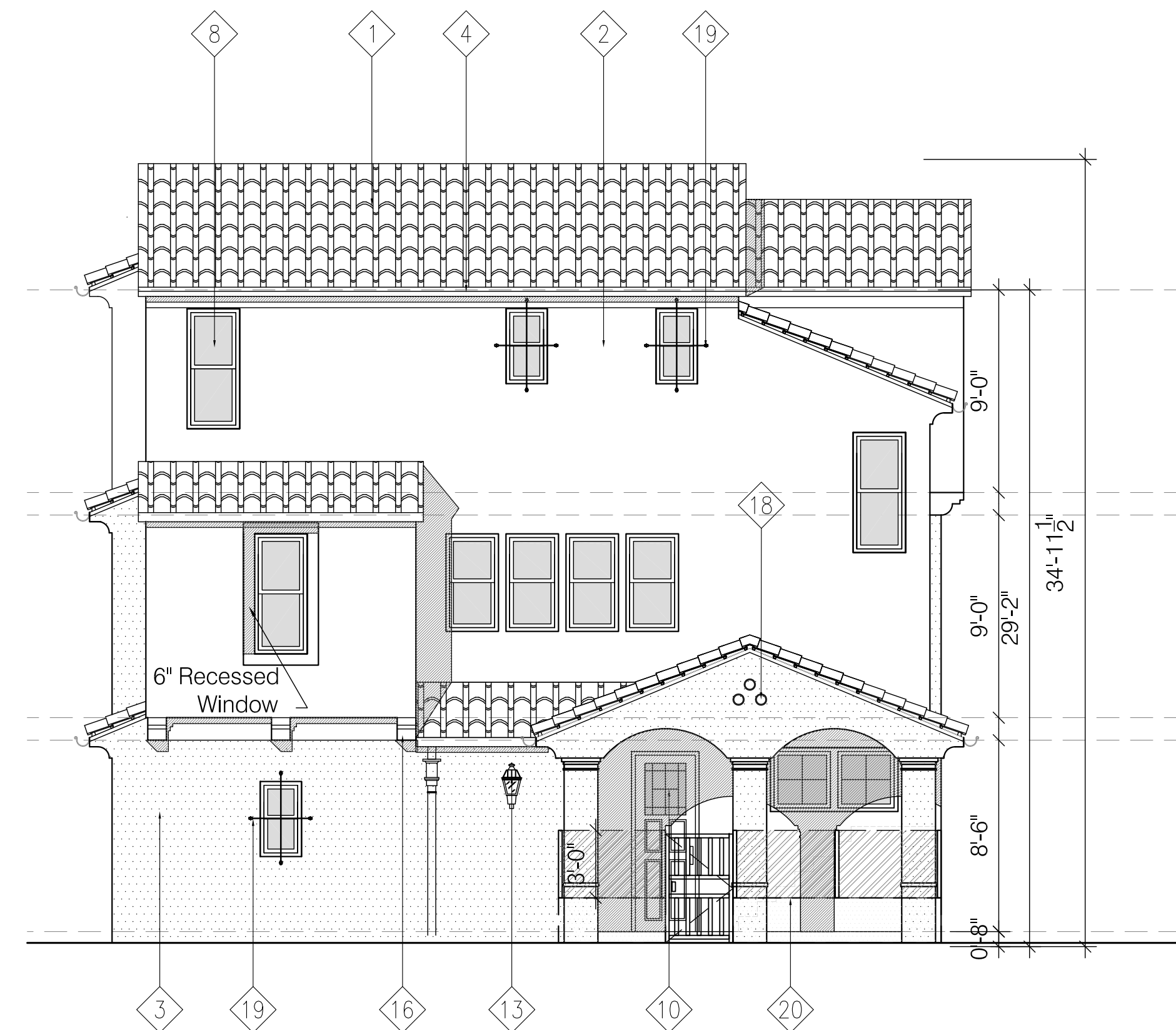
1. CONCRETE TITLE ROOF * EAGLE* CAPISTRANO STYLE, Hues of Burnt Orange, Brown Flashed PRODUCT: 3124 HILO SUNSET* ICC # ESR-1900 (ICBO ERI-60349) ROOFING MATERIAL TO BE CLASS "A" (Fire Code 4710.1.2)	7. DOWNSPROUT-METAL, COLOR MATCHES FRAZEE PAINT 8746N TIMBER TRAIL	13. EXTERIOR DECORATIVE LIGHTING SEA GULL 89062BL-46
2. 7/8" EXTERIOR CEMENT PLASTER - COLOR MATCHES LA HABRA SANDSTONE X-86 (BASE 200) FINE FINISH.	8. Milgard Tuscany Series-VINYL WINDOW CASING W/ CLEAR GLASS, Recessed 2 inches (TYP.) -EXTERIOR COLOR : TAUPE	14. CANVAS AWING, COLOR- ORANGE
3. 7/8" EXTERIOR CEMENT PLASTER - COLOR MATCHES LA HABRA TIERRA 272L-(31) FINE FINISH.	9. Milgard Tuscany Series-VINYL FRANCE DOOR CASING W/ CLEAR GLASS, Recessed 2 inches (TYP.) -EXTERIOR COLOR: TAUPE	15. DECORATIVE SPANISH STYLE TILE - 6.25" X 6.25" Talavera Tile
4. RAIN GUTTER-COLOR MATCHES FRAZEE PAINT 8745A KAYAK BROWN	10. UNIT ENTRANCE DOOR-- SPANISH STYLE, FINISHED WITH DARK BROWN STAIN- COLOR MATCHES FRAZEE PAINT 8305D JERICHO BROWN	16. DECORATIVE WOOD CORBELS - OIL PAINTED DARK BROWN
5. WROUGHT IRON BALCONY RAIL- PAINT BLACK	11. Milgard Tuscany Series- VINYL FIXED WINDOW W/ CLEAR GLASS, Recessed 2 inches (TYP.) EXTERIOR COLOR: TAUPE	17. CAST STONE - PRECAST GFRC MOLDING COLOR MATCHES LA HABRA- SADDLEBACK
6. DECORATIVE WINDOW WOOD TRIM-COLOR MATCHES FRAZEE PAINT 8350D-JERICHO BROWN	12. GARAGE DOOR-REMOTE CONTROL ROLL UP. WAYNE DALTON, 7004 BALI : PAINTED COLOR MATCHES FRAZEE PAINT 8746N TIMBER TRAIL	18. SPANISH STYLE CLAY ATTIC GABLE VENT TUBE -SUNCOAST STONE, INC. - TERRACOTTA COLOR
		19. ROUGHT IRON BAR - OILE PAINTED BLACK
		20. UNIT PATIO FENCE WALL - TOTAL 5' TALL-SEE DETAIL A 3' TALL CLEAR GLASS PANEL ON 2' STUCCO WALL



A PRIVATE PATIO FENCE (TYP.)
SCALE : 1/4"=1'-0"



4 BUILDING REAR ELEVATION
SCALE : 3/16"=1'-0"



2 BUILDING FRONT/SIDE ELEVATION
SCALE : 3/16"=1'-0"



3 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



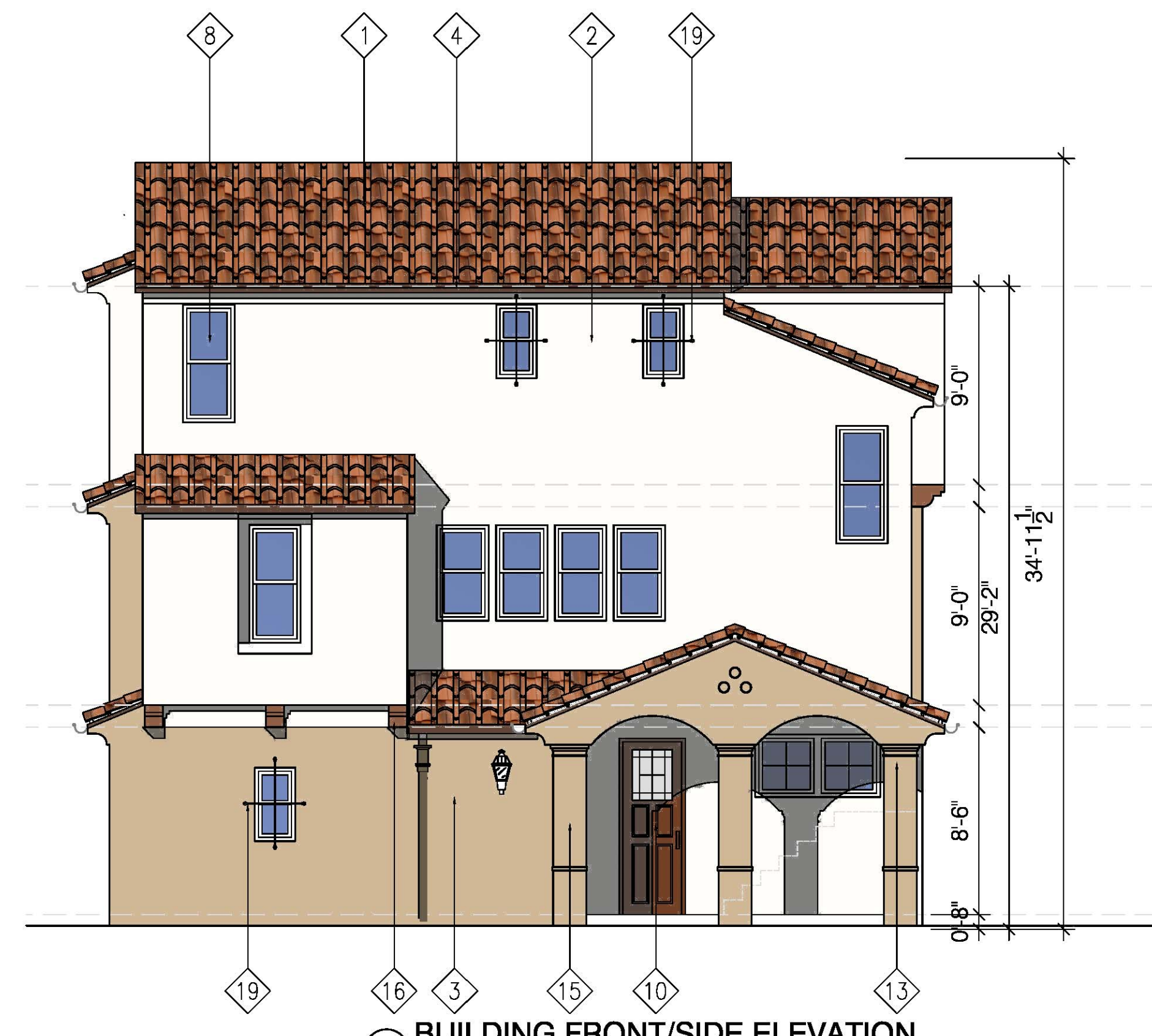
1 BUILDING FRONT ELEVATION
SCALE : 3/16"=1'-0"

MATERIAL LEGEND

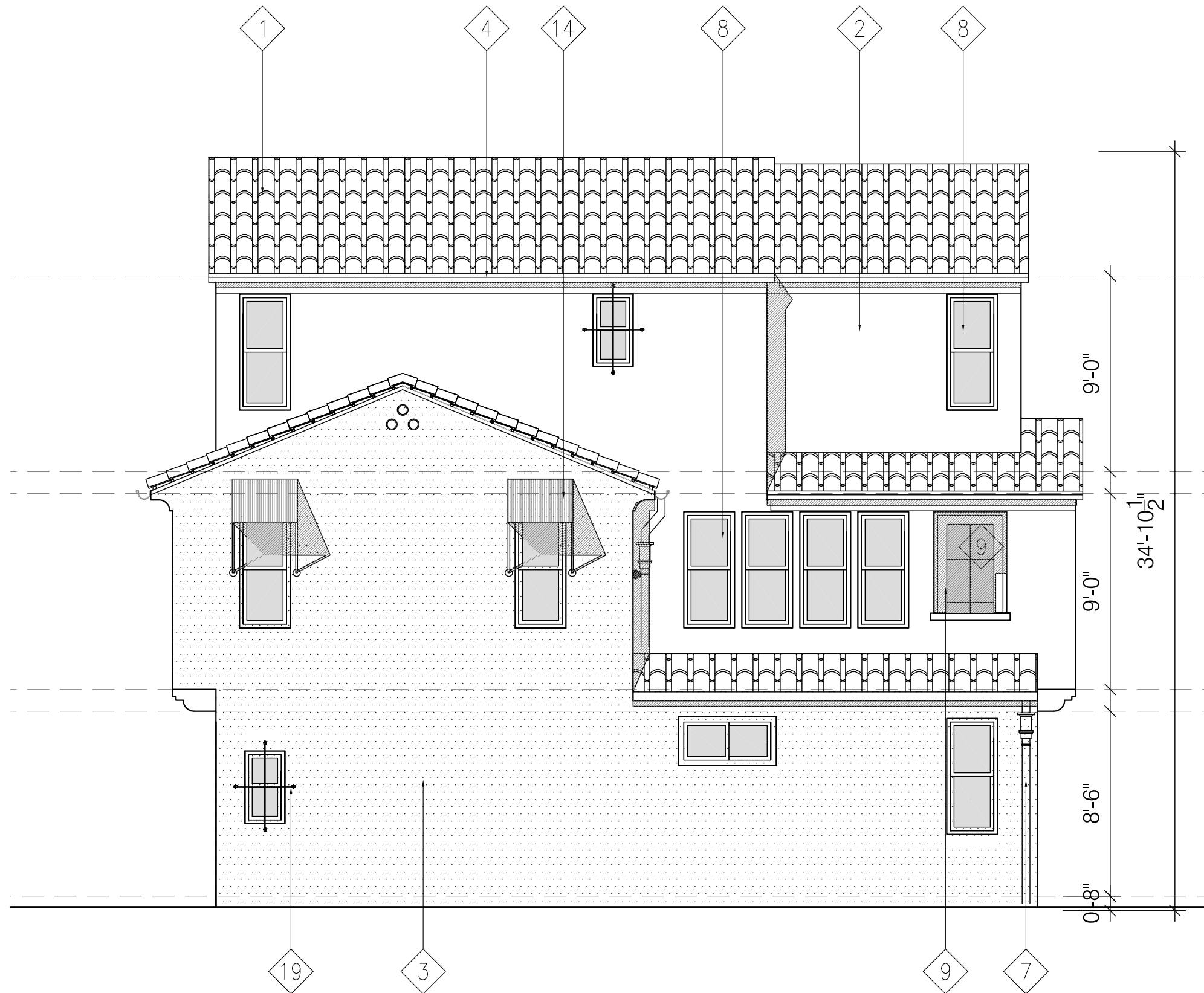
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2. 7/8" EXTERIOR CEMENT PLASTER - COLOR MATCHES LA HABRA SANDSTONE X-86 (BASE 200) FINE FINISH.		8. Milgard Tuscan Series-VINYL WINDOW CASING W/ CLEAR GLASS -EXTERIOR COLOR : TAUPE	14. CANVAS AWING, COLOR DARK BROWN
3. 7/8" EXTERIOR CEMENT PLASTER - COLOR MATCHES LA HABRA TIERRA 272L-(31) FINE FINISH.		9. Milgard Tuscan Series-VINYL FRANCE DOOR CASING W/ CLEAR GLASS -EXTERIOR COLOR: TAUPE	15. DECORATIVE SPANISH STYLE TILE - 6.25" X 6.25" Talavera Tile
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5. WROUGHT IRON BALCONY RAIL- PAINT BLACK		11. Milgard Tuscan Series- VINYL FIXED WINDOW W/ CLEAR GLASS, EXTERIOR COLOR: TAUPE	17. CAST STONE - PRECAST GFRG MOLDING COLOR MATCHES LA HABRA- SADDLEBACK
6. DECORATIVE WINDOW WOOD TRIM-COLOR MATCHES FRAZEE PAINT 8350D-JERICHO BROWN		12. GARAGE DOOR-REMOTE CONTROL ROLL UP- WAYNE DALTON, 7004 BALI ; PAINTED COLOR MATCHES FRAZEE PAINT 8746N TIMBER TRAIL	18. SPANISH STYLE CLAY ATTIC GABLE VENT TUBE -SUNCOAST STONE, INC. - TERRACOTTA COLOR
			19. ROUGHT IRON BAR - OILE PAINTED BLACK



4 BUILDING REAR ELEVATION
SCALE : 3/16"=1'-0"



2 BUILDING FRONT/SIDE ELEVATION
SCALE : 3/16"=1'-0"

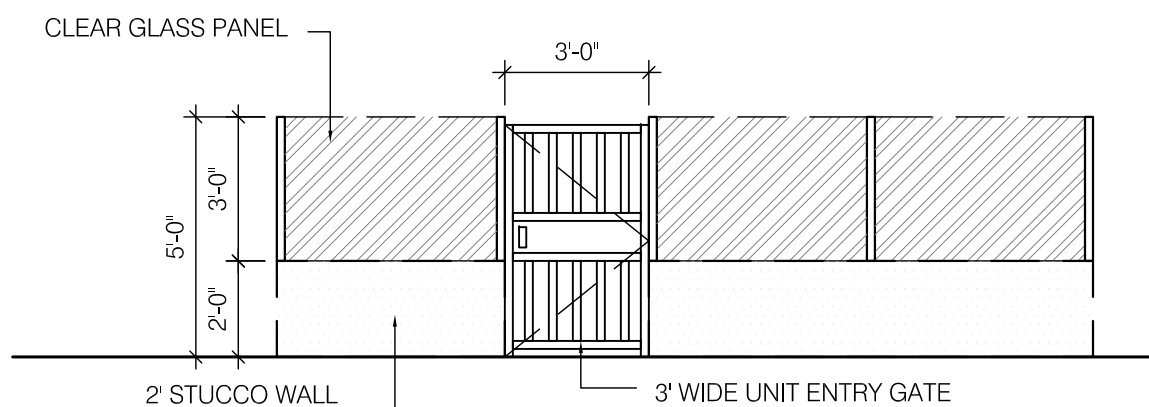


3 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



1 BUILDING FRONT ELEVATION
SCALE : 3/16"=1'-0"

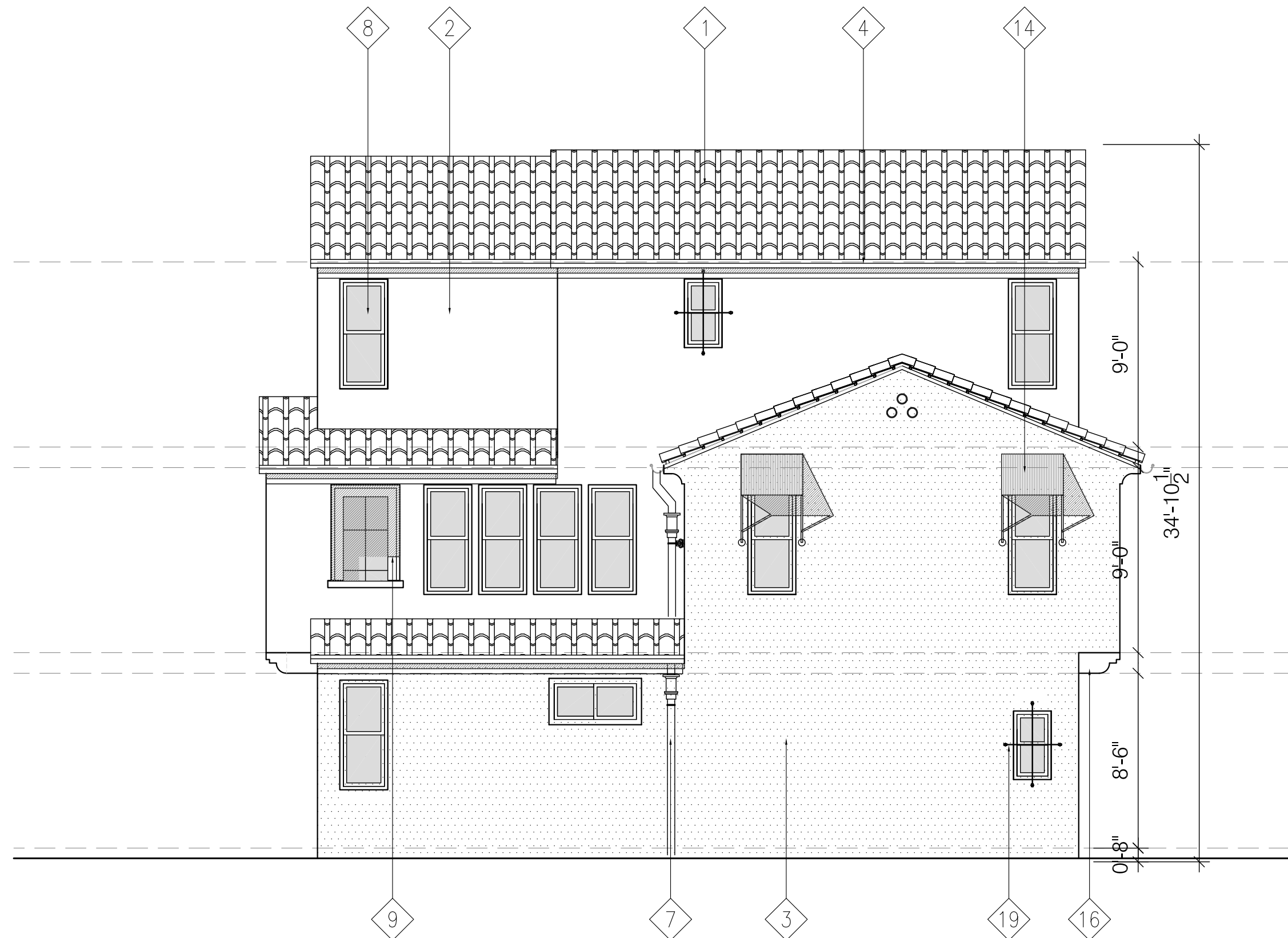
MATERIAL LEGEND		
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2. 7/8" EXTERIOR CEMENT PLASTER - COLOR MATCHES LA HABRA SANDSTONE X-86 (BASE 200) FINE FINISH.	8. Milgard Tuscany Series-VINYL WINDOW CASING W/ CLEAR GLASS, Recessed 2 inches (TYP.) -EXTERIOR COLOR : TAUPE	14. CANVAS AWING, COLOR- ORANGE
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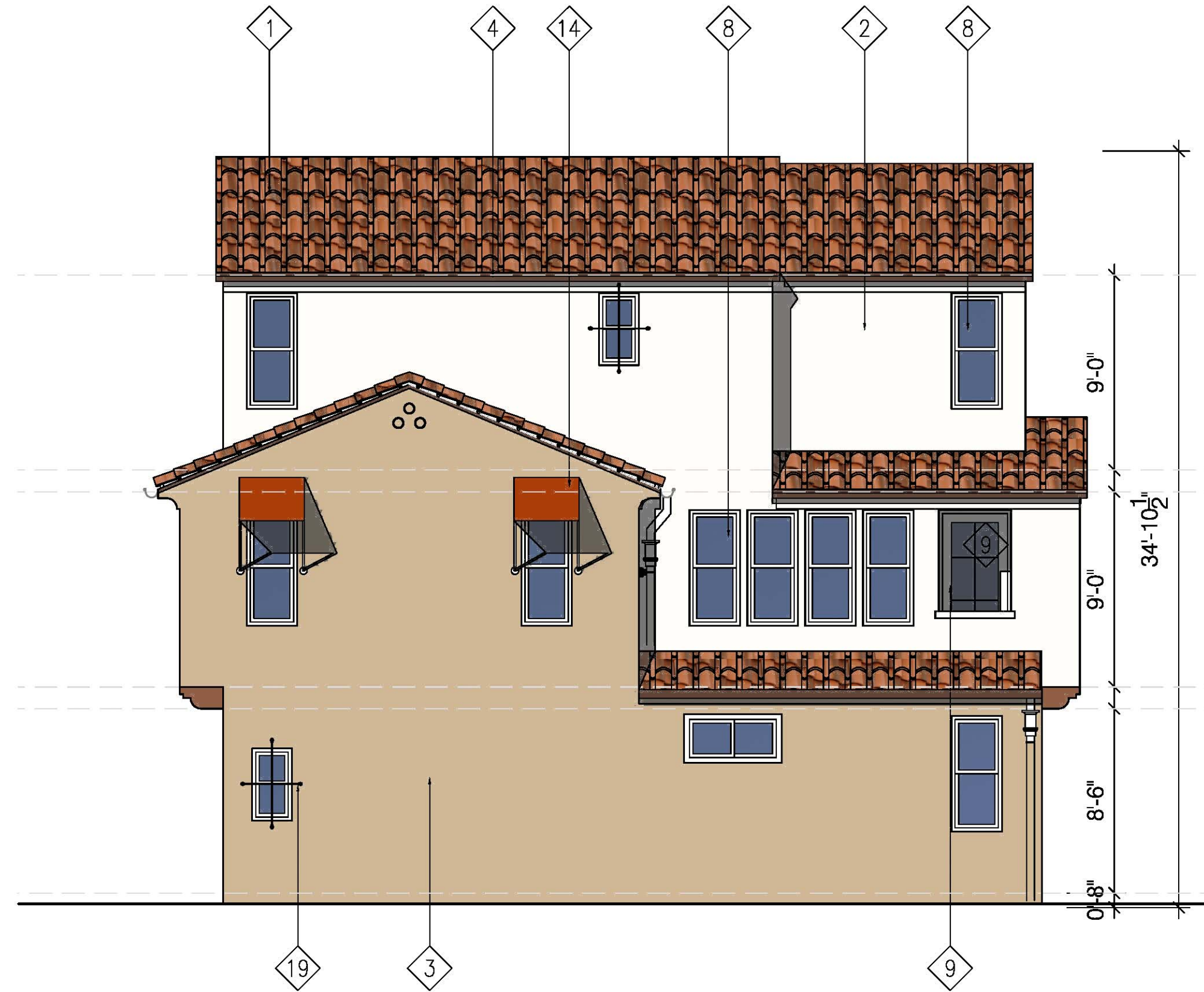
A PRIVATE PATIO FENCE (TYP.)
SCALE : 1/4"=1'-0"



4 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



2 BUILDING REAR ELEVATION
SCALE : 3/16"=1'-0"



3 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



1 BUILDING FRONT ELEVATION
SCALE : 3/16"=1'-0"

MATERIAL LEGEND		
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		13. EXTERIOR DECORATIVE LIGHTING SEA GULL 89062BL-46
		14. CANVAS AWING, COLOR DARK BROWN
		15. DECORATIVE SPANISH STYLE TILE - 6.25" X 6.25" Talevera Tile
		16. DECORATIVE WOOD COBEL - OIL PAINTED DARK BROWN
		17. CAST STONE - PRECAST GFRG MOLDING COLOR MATCHES LA HARBRA- SADDLEBACK
		18. SPANISH STYLE CLAY ATTIC GABLE VENT TUBE -SUNCOAST STONE, INC. - TERRACOTTA COLOR
		19. ROUGHT IRON BAR - OILE PAINTED BLACK



4 BUILDING SIDE ELEVATION
SCALE : 3/16"=1'-0"



2 BUILDING REAR ELEVATION
SCALE : 3/16"=1'-0"



HARDSCAPE LEGEND

KEY NOTE	DESCRIPTION
1	CONCRETE WALK WAY, COLOR AND FINISH PER OWNER
2	ENTRY CONCRETE DRIVEWAY AND ACCENT PAVER PER ARCHITECTURAL PLAN
3	PERMEABLE PAVER
4	BOUNDARY WALL, FENCE & GATE PER ARCHITECTURAL PLAN
5	BEND-A-BOARD PLASTIC HEADER
6	18" H. SEATWALL TO MATCH BLDG.
7	PICNIC TABLE SET, 5" L x 5" W x 30" H
8	B.B.Q. GRILL, 24" L x 18" W x 16.5" H
9	TRASH RECEPTACLE
10	LOUNGE SEATING OUTDOOR SET
11	MAIL BOX, FINAL LOCATION TO BE COORDINATED
12	UNIT PATIO FENCE WALL - TOTAL 5' TALL-SEE ARCHITECTURAL PLAN, 3' TALL CLEAR GLASS PANEL ON 2' STUCCO WALL
13	DECORATIVE PLANTER WALL/ FENCE 2' H. MAX.
14	BIKE RACK, PER ARCH.
15	ACCENT POT FLOWERS
16	TRANSFORMER
17	18" H. X16" W. CONC. SEAT WALL
18	MONUMENT SIGN, BY OTHER
19	TRASH ENCLOSURE, PER ARCH.
20	TRELLIS FOR GRAPE VINE
21	OVERHEAD ARBOR, 17X17'
22	BACKFLOW PREVENTER WITH SHRUB SCREEN

CONCEPT TREE LEGEND

SYMBOL	BOTANICAL NAME / COMMON NAME	SIZE	WATER USE PF
	<u>SPECIMEN TREE</u>		
	ARECASTRUM ROMANZOFFIANUM / QUEEN PALM	8" B.T.H.	MODERATE .5
	LAGERSTROEMIA INDICA 'MUSKOGEE' / GRAPE MYRTLE	24" BOX	MODERATE .5
	<u>EVERGREEN ACCENT TREE</u>		
	MAGNOLIA G. 'LITTLE GEM' / LITTLE GEM MAGNOLIA	24" BOX	MODERATE .5
	LAUREL NOBILIS / SWEET BAY	24" BOX	LOW .2
	<u>SMALL FLOWERING TREE</u>		
	ARBUTUS UNEDO 'COMPACTA' / DWARF STRAWBERRY TREE	24" BOX	LOW .2
	<u>OTHER</u>		
	CITRUS FRUIT TREES	24" BOX	MODERATE .5
	EXISTING 44" DIA. OAK TREE TO REMAIN AND BE PROTECTED		

CONCEPT SHRUB LEGEND

<u>FOUNDATION SHRUB</u>		
	ROSMARINUS O. 'BLUE SPIRES' / UPRIGHT ROSEMARY	5 GAL. LOW .15
	CALLISTEMON C. 'LITTLE JOHN' / LITTLE JOHN DWARF BOTTLEBRUSH	
<u>ROSE SHRUB</u>		
	ROSE 'ICEBERG' / ICEBERG ROSE	5 GAL. MODERATE .5
	BUXUS M. J. / BOXWOOD HEDGE	2' O.C. MODERATE .5
<u>FLOWERING ACCENT SHRUB</u>		
	SALVIA GRECI 'FORMAN'S RED' / AUTUMN SAGE	5 GAL. LOW .2
	OSTUS GREITICUS / PINK ROCK-ROSE	
	ANIGOZANTHOS FLAVIDS / GIANT RED KANGAROO PAW	
	LAVANDULA S.OTTO QUAST / SPANISH LAVENDER	
	RHAPHIOLEPIS I. 'SPRINGTIME' / INDIA HAWTHORN	5 GAL. MODERATE .5
	AGAPANTHUS AFRICANUS / LILY OF THE NILE	

LIGHTING LEGEND

<u>GROUND COVER / OTHER / TURF</u>		
	GERANIUM CANTABRIGENSE 'BIOKOV' / BIOKOV GERANIUM	1 GAL. MODERATE .5
	ROSEMARINUS OFFICINALIS 'HUNTINGTON CARPET'	1 GAL. LOW .2
	VEGETABLE GARDEN	1 GAL. MODERATE .5
	TURF (ST. AUGUSTINE WARM SEASON TURF)	-- WST .6
	MULCH COVER, 3" THICK BULK MULCH	

BID NOTE:
1. CONTRACTOR BID THE QUANTITY AND SIZE OF TREES OR SHRUBS. OWNER AND DESIGNER MAY CHANGE THE TYPE OF SHRUBS AND ARRANGEMENT OF SHRUBS PER ACTUAL SITE CONDITION TO ACHIEVE THE BEST DESIGN APPEARING. ANY SUBSTITUTION TO MATCH WATER USE OF HYDROZONE.
2. PROVIDE 3" THICK DARK MULCH UNDER ALL GROUND COVER / SHRUB TYP. SHREDDED WOOD CHIPS 1"-3" LENGTH, 3/8"-5/8" DIAMETER.

REVISIONS
CONCEPT 01-22-19

JYC
LANDSCAPE
ARCHITECTURE
PHONE: (951) 317-6825
Email: jennyytye@yahoo.com

REGISTERED LANDSCAPE ARCHITECT
JENNIFER TYE, NO. 1193
Santo Domingo Ave.
DUARTE, CA 91010
Date

SHEET TITLE:
22 MULTI-FAMILY DWELLING UNITS
1401 SANTO DOMINGO AVE.
DUARTE, CA 91010

PROJECT NAME:
22 MULTI-FAMILY DWELLING UNITS
1401 SANTO DOMINGO AVE.
DUARTE, CA 91010

DATE:
10-15-2021

SCALE:
PER PLAN

DRAWN:
JOB 190111

SHEET:
L-1

OF 1 SHEETS

RESOLUTION 22-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING SITE PLAN AND DESIGN REVIEW CASE (SPDR) 19-05 FOR A 20-UNIT, MULTI-FAMILY RESIDENTIAL CONDOMINIUM PROJECT LOCATED AT 1401 SANTO DOMINIGO DRIVE

WHEREAS, Jimmy Lee, the project architect, is requesting approval to develop 20 dwelling units located within four three-plex structures and two four-plex structures at 1401 Santo Domingo Drive; and

WHEREAS, the proposed residential condominium development is contingent upon the approval of Planned Development Permit (PDP) 19-01 and Subdivision 20-01 for Tentative Tract Map 82962; and

WHEREAS, the project site is part of the Duarte Town Center Specific, which provides standards and guidelines for buildings developed in the Plan area; and

WHEREAS, new multiple-family residential construction requires recommendation from the Architectural Review Board to the Planning Commission, and since this project involves an entitlement that also requires consideration from the City Council, a recommendation from the Planning Commission to City Council is required for complete project approval, pursuant to Section 19.112.030 and Table 7-2 in Section 19.122.030 of the Duarte Development Code; and

WHEREAS, on November 22, 2021, the Architectural Review Board reviewed the plans for the Site Plan and Design Review Case 19-05 and recommended approval to the Planning Commission subject to conditions; and

WHEREAS, on December 20, 2021, the Planning Commission reviewed the plans for the Site Plan and Design Review Case 19-05 and recommended approval to the City Council subject to conditions; and

WHEREAS, notice of a public hearing on Site Plan and Design Review 19-05 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report for Site Plan and Design Review 19-05, and all information, evidence and public testimony received at the public meeting held on March 22, 2022 in the City Council Chambers;

NOW THEREFORE, the City Council of the City of Duarte resolves as follows:

SECTION 1. All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. The City Council finds and determines as follows, findings for Site Plan and Design Review, as set forth in DDC Section 19.122.050 (E), as the project is:

1. Consistent with the General Plan and is in compliance with all applicable provisions of the Duarte Development Code and all other City ordinances and regulations;

The residential development is consistent with Land Use Goal 1 of the General Plan to maintain a balanced community consisting of various residential housing types and densities. The residential development will comply with all the applicable provisions of the Town Center Specific Plan, Residential Town Center, Area 8 zone (R-4 Multiple-Family Residential High Density standard), with the inclusion of the modification associated with Planned Development Permit 19-01.

2. To be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development:

The residential project will be developed on roughly 1.01 acres of land, and based on the project design is project site is suitable for accommodating the residential structures, drive aisles, open space and a pedestrian walkway. The project includes 20 units, which is a density of 20 units per acre. This is below the maximum of the R-4 zone but suitable for the development and project site. The density also allows for enhanced amenities such as increased open space to further improve the overall project. The use of PDP 2019-01 also helps ensure the project site is adequate for the residential development. The PDP allows flexibility in the development standards. These deviations have been applied to the private open space for the project. The private open space is below the minimum required for the project, but the common open space provided in excess of the required amount by over 1,000 square-feet which offers more outdoor living opportunities for all units on the property.

3. In compliance with the applicable criteria specified in Subsection 19.122.040(D), and the site is suitable for the proposed development; and
 - a. Compatibility. *The project development has been well designed to improve the subject property and provide a visual enhancement to the surrounding community. The surrounding land uses include multiple-family residential uses to the north, south, and west, and Westminster Gardens campus to the east. The proposed project will construct multiple-family residential which is compatible with the existing uses that surround the project site.*
 - b. Architectural Design and Detail. *The project proposes a high-quality Spanish architectural style. The proposed style utilizes a variety of architectural features such as bay windows and recessed windows and entries. Tile accent will be applied around the condo entries. The exterior will be finished using a finely textured plaster in white and tan and brown accent colors. The project incorporates additional detail such as wrought iron accents, trellis and awning features, and decorative garage doors. The roof of each structure will include a low scale 3:12 and 5:12 pitches using concrete tile to complement the Spanish architecture. The roof style helps control the massing, and the architectural features incorporated into the design provide strong movement and modulation in the building form.*

c. Landscape, Lighting, Parking, Signs, and Other Design Details.

- *Equipment and Utilities. All new service and utilities will be installed in a manner that screens them from the public right-of-way. New equipment will be ground-mounted and screened from the public right-of-way. All utilities will be required to be installed underground and all existing utilities in the public right of way that are in front of the property are required to be placed underground.*
- *Fences/Walls. Newly proposed or modifications to existing perimeter fences, walls, and/or retaining walls will require review and approval from the Community Development Department. There are currently block walls on the adjacent properties that line the perimeter of the property. The project requires the construction of retaining and property line walls as a part of the project, which will be reviewed and approved by Community Development Department to ensure compliance with the Duarte Development Code. The wall to the south will be removed and replaced with a new combination retaining/garden wall. New combination walls will be built on the project side of the existing walls along the north and west property lines unless the applicant is able to gain consent from those property owners before the project is permitted.*
- *Landscaping. New landscape improvements will be required as a condition of approval. The landscape areas will be designed to meet the intent and purpose of Chapter 19.40 (Landscaping) of the Duarte Development code and will include a variety of drought tolerant plants, tree types, and decorative hardscape materials. Landscape and Irrigation plans will be prepared by a licensed landscape architect and will require review and approval by the Planning Division. The existing oak tree at the southeast corner of the property will be protected in place.*
- *Lighting. A lighting plan will be required for review prior to installing any light fixtures. The lighting plan will require review and approval from the Planning Division to ensure each fixture will be of high quality, decorative form and scaled to compliment the massing of the building and site. Lighting design will be reviewed to also ensure offsite glare is avoided.*
- *Parking. The project meets the off-street parking requirements for the use by providing attached two-car garages for all 20-units, and 10 surface parking spaces for guest and overflow parking requirements. The project also allows adequate circulation into and throughout the property.*

4. Designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property.

The project site is surrounded by multi-family residential uses to north, south, and west and Westminster Gardens campus to the east. The proposed development is consistent with the adjacent residential properties. The characteristics of the project have taken the surrounding uses into consideration regarding the architectural and site design of the project to ensure residential development and will not decrease the level of compatibility with the surrounding

uses and will not create and adverse effect on public health, safety, and general welfare on neighboring properties.

SECTION 3. In adopting this Resolution, The City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because it is categorically exempt per section 15332 as an in-fill development.

SECTION 4. The City Council approves Resolution 22-11, based on the findings listed in Section 2, and the conditions of approval listed in “Exhibit B-1” for a 20-unit, owner-occupied, three-story residential condominium development, located at 1401 Santo Domingo Avenue.

PASSED, APPROVED, AND ADOPTED this 22nd day of March, 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, 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. 22-11 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 22nd day of March, 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Annette Juarez
City of Duarte, California

EXHIBIT B-1
CONDITIONS OF APPROVAL
Site Plan and Design Review 19-05

1. This approval recommendation is for the construction of a 20-unit, owner occupied, three story residential condominium development located at 1401 Santo Domingo Avenue, as depicted on the approved plans on file with the Planning Division.
2. The elevations of each building (condominium cluster) shall be reviewed and approved by the Planning Division prior to permit issuance. Final review shall include approval of the color palette, placement of colors, and all finished building materials/elements, including but not limited to the type, color, and/or placement of trims, awnings, among others. All finished materials/elements incorporated into the building design shall be of high quality and high durability, and shall take into consideration locations that may be more vulnerable to damage or potential maintenance concerns.
3. The applicant shall make an additional good faith effort to gain approval from the property owners to the west and north for the replacement of the existing garden walls with new combination retaining/garden walls. Planning Staff shall approve the methods and required communications, with proof of distribution and/or mailing, prior to the applicants attempt to contact neighboring property owners.
4. All windows and doors shall require final approval from the Planning Division prior to permit issuance. A separate window and door plan with an accurate window and door schedule shall be provided to the Planning Division for review prior to submitting to Building and Safety plan check. The schedule shall list the window and door types and their locations. The plan shall include all necessary details on the type, color, and material of all proposed windows and doors; sections/detail drawings depicting the use of trims, moldings, mullions, etc.
5. All garage doors shall be of high quality design that is complementary to the architectural style of the building. Final approval from the Planning Division is required prior to issuance of building permits.
6. The Developer/applicant shall prepare Covenants, Codes, & Restrictions (CC&R's) in a form acceptable to the City Attorney. The CC&R's shall provide regulations that include but are not limited to: onsite parking management, guest parking, use of resident garages for parking, outdoor storage, common area maintenance, trash service, among others. The CC&R's shall include requirements for the establishment of a Homeowners Association that will implement and ensure compliance with the CC&R's. The CC&R's shall be a requirement of the approved subdivision tract map; any requirements associated with the tract map or other entitlements as part of the overall project approval shall be incorporated with this approval by reference. The CC&R's shall be recorded with the County Recorder's Office and proof of recordation shall be provided to the City of Duarte prior to issuance of Certificate of Occupancy. The CC&R's shall not be modified without prior approval from the City.
7. Resident garages shall be used for vehicle parking only. Excessive storage or any reduction of vehicle parking space within the garage shall be prohibited. Garages shall maintain a

minimum clearance of 20 feet wide and 20 feet deep for vehicle parking. Garages shall also maintain adequate space outside of the vehicle parking area for resident trash receptacle storage, as depicted on the approved plans.

8. Uncovered off-street parking within the property shall be designated for guest and overflow only and not for the exclusive use of residents.
9. The Developer and/or Homeowners Association shall establish a Residential Parking Management Plan that regulates onsite parking to reduce any potential overflow parking onto the street and within adjacent properties. The parking management plan shall be incorporated into the recorded CC&R's and implemented/monitored by the established Homeowners Association. The management plan shall be provided to the Planning Division for review and approval prior to permit issuance.
10. Final design/location of all fences, walls, and gates shall require approval from the Planning Division. A detailed fence, wall, and gate plan shall be submitted to the Planning and Public Works Divisions for review and approval prior to permit issuance, and shall include all finish color and material details, block wall cap details, among others.
11. Final design/location of all paving materials and decorative hardscapes shall require approval from the Planning Division prior to the incorporation into the civil plans. A detailed paving plan shall be submitted to the Planning and Public Works Divisions for review and approval prior to permit issuance, and shall include all finish color and material details.
12. A complete landscape, hardscape, and irrigation plan, prepared by a licensed landscape architect, shall be submitted to the Planning Division for review and approval prior to permit issuance. The landscape plans should compliment and coordinate with the civil and paving plans. All landscape areas shall be permanently landscaped and irrigated with a variety of drought-tolerant plants, shrubs, ground cover, large and/or small canopy trees. A variety of hardscape areas shall also be included with the landscape plans. All pedestrian walkways and garage approaches shall be constructed out of concrete. All landscaping and irrigation shall comply with Chapter 19.40 (Landscaping) of the Duarte Development Code. Separate review fees shall apply.
13. The existing mature oak tree located at the southeast corner of the property shall be protected in place in accordance with the Duarte Development Code and arborist report prepared for this project.
14. An operation plan for trash pick-up service shall be approved by Burrtec Waste, and then provided to the Planning Division for review and approval prior to permit issuance. The operation plan shall include pick-up schedules, receptacle placement, receptacle size and type, trash circulation, among others.
15. All exterior lighting shall require final approval from the Planning Division prior to installation and/or issuance of permits. Lighting fixtures shall be of high quality and decorative form and shall be designed to prevent offsite glare. A lighting plan shall be provided to the Planning Division for review and shall include cut-section drawings, manufacture brochure, illumination levels/lighting distribution, operational features, and any

additional information as needed for all proposed wall-mounted lights, street lights, pedestrian lights, and common area lighting. Separate review fees for the lighting plan review may apply.

16. The storage of bikes, equipment, clothing, or other types of miscellaneous storage on balconies or within the private courtyards visible from Santo Domingo is prohibited. Restrictions on the balcony storage shall be incorporated in the approved CC&R's and regulated by the established Homeowner's Association for the property.
17. A maintenance plan that provides continued and regular maintenance throughout the property shall be submitted to the Community Development Department for review and approval prior to permit issuance. The maintenance plan shall be incorporated in the CC&R's and implemented by the established Homeowners Association. All requirements of the approved maintenance plan shall be incorporated by reference as a condition of approval.
18. The Developer shall provide mailboxes per designs and placement approved by the local postmaster and Community Development Department. Any multi-unit or "cluster box", that serves multiple residents, shall be designed to match or compliment the architectural style of the project. Multi-unit mailboxes shall require review and approval from the Planning Division prior to permit issuance.
19. The Developer shall comply with all requirements of the Los Angeles County Fire Department, including inspections, unit address identification, among others, prior to the issuance of a certificate of occupancy.
20. The Developer shall install both building and curb address numbers per City and Los Angeles County Fire Department standards, prior to the issuance of a certificate of occupancy.
21. The project is considered a Level 2 project pursuant to Chapter 19.52 of the Duarte Development Code (Sustainable Development Practices). The project will be reviewed for minimum compliance with the requirements outlined in this chapter, including but not limited to: an increase to energy efficiency and waste recycling beyond minimum requirements, assurance of water conservation using water-efficient landscaping, achieving LEED Certified status, use of energy-efficient outdoor lighting, etc.
22. The project shall comply with all regulations of the Duarte Municipal Code, the Duarte Development Code, and the Town Center Specific Plan, including the intent and purpose, permitted uses, development standards, and any other applicable sections.
23. Any revisions to the site plan, elevations, colors, and materials in addition to those listed as conditions of approval, shall be reviewed and approved by the Planning Division prior to installation; substantial changes may require review and approval from the Architectural Review Board and/or Planning Commission.
24. Mechanical equipment and related ducts, vents and other apparatus, including HVAC, shall be screened from public view and must be located inside the structure, attic, or ground mounted. Vents, pipes, caps, hoods, and other roof penetrations that must be installed on the roof shall be painted or finished to match the roof color. Ground mounted equipment shall be

shielded from public view by landscaping and/or enclosed in integrated utility closet, subject to approval from the Planning Division.

25. All utilities for direct service to the project shall be installed underground and concealed from view, as approved by the Planning Division, except for transformers, which shall be allowed above ground with adequate screening.
26. This project is subject to the requirements of Chapter 6.10 of the Duarte Municipal Code, Diversion and Demolition Waste. Prior to the issuance of any permits, the applicant shall submit a Construction and Demolition Diversion Plan and required security deposit. Contact the Planning Division for more information.
27. A final inspection shall be made by the Planning Division prior to final of any building permits to ensure that all conditions have been met.

PUBLIC WORKS REQUIREMENTS

28. The following shall be prepared by a professional registered engineer and submitted to the Engineering/Public Works Division for review:
 - LID Plan. A Low Impact Development (LID) Plan shall be submitted to the Engineering/Public Works Division for review. The LID plan shall provide a comprehensive and technical discussion of how the proposed project will comply with the City's stormwater program requirements. LID Guidance and implementation can be obtained from Los Angeles County Public Works LID Standards Manual. Contact the Duarte Public Works Division for more information. The LID plan shall be approved prior issuance of grading permits. A hydrology study should be included with the submission of the LID documents.
 - Civil Plans. Two sets of complete Civil plans shall be submitted to the Engineering/Public Works Division for review, accurately showing all existing public improvements near the subject development (i.e., street lights, signs, utility vaults and boxes, bus stops, street trees, catch basins, etc.) and shall clearly indicating any proposed modifications to the existing public improvements. Such proposed modifications to the public improvements shall require approval from the City Engineer and Community Development Director prior to issuance of any building permit and/or grading permit. The Civil plans shall be submitted concurrently with the LID plan.
 - Soils/Geology report and Hydrology Study.
 - A detailed grading and drainage plan, including all supporting information and design criteria. The grading and drainage plan shall be approved by the City Engineer prior to the issuance of a grading permit.
 - A detailed utility plan.
29. All utility facilities within the public right of way including but not limited to conduit, cable, cabinets, control boxes, etc. shall be placed underground with any access panels flush with the ground surface. If there is physical constraints restricting the placement of utility facilities

underground, the developer shall provide clear engineering reasons why above ground facilities cannot be installed with underground vaults/handholes. Additionally, all utility services stubbed to the site that will not be used to serve the development shall be properly abandoned.

30. The developer shall replace the sidewalk adjacent to the project site on Santo Domingo Avenue for the full extent of project site boundaries (from east PL to west PL), including the curb and gutter as needed, and any damages as a result of construction. The sidewalk shall be constructed with concrete.
31. All trees within the City right-of-way along Santo Domingo Avenue shall be replaced and/or installed pursuant to the City's adopted Street Tree Plan for Santo Domingo Avenue; all sidewalk tree wells shall be consistent with the City's tree well design, as noted in the design guidelines of the Town Center Specific Plan and shall require a right of way permit from the Public Works Division prior to installation.
32. The Developer shall construct a new driveway approach on Santo Domingo Avenue according to City standards for parking area and emergency vehicle access. Decorative stamped concrete or enhanced paving shall be installed behind the driveway approach. The driveway approach and ramps shall be approved by the City Engineer prior to construction and shall require the issuance of a public right-of-way permit. The approach and driveway shall be designed to ensure the safety of vehicles entering and exiting the parking area, as well as pedestrians crossing the driveway.
33. All trenching/potholing/street cuts shall be fixed permanently within five (5) working days following the completion and acceptance of the backfill. Temporary asphalt concrete is required immediately following completion of the backfill. If plates are necessary, they shall be placed flush to the road surface and tack welded together if two or more plates are used. If plates are necessary, then under no circumstance shall a trench remain plated longer than 48 hours, unless a longer term is approved by the Public Works Manager.
34. Traffic control work (delineation and signage) shall comply with the California Manual on Uniform Traffic Control Devices. A traffic control plan shall be submitted to the Public Works Division for review and approved prior to beginning construction and/or grading.
35. Vehicular access to public streets and driveways shall remain unobstructed during the construction period.
36. The developer, contractor and all representatives shall comply with the National Pollution Discharge Elimination System (NPDES) Permit No. CAS004001, Order No. R4-2012-075, and amendments, issued by the California Regional Water Quality Control Board, Los Angeles Region. Construction activities that disturb one acre or more are regulated under the NPDES stormwater program. Operators of regulated construction sites are required to develop and implement a Stormwater Pollution Prevention Plan (SWPPP) and to obtain a Construction General Permit (NOI) from the State Water Resources Control Board to discharge stormwater. A copy of the permit shall be provided to the Public Works Division to keep on file and ensure compliance.

37. The developer and/or contractor is responsible for implementing the following Best Management Practices (BMPs). These, as well as any other applicable measure shall be included in the SWPPP and implemented as approved by the City Engineer:
- Install filter materials (such as sandbags, filter fabric, etc.) at the storm drain inlet nearest the downstream side of the project site in order to retain any debris or dirt flowing in the storm drain system. Maintain and/or replace filter materials to ensure effectiveness and to prevent street flooding.
 - Ensure that concrete supply trucks or concrete/plaster operations do not discharge wash water into street, gutters, or storm drains.
 - Concrete wash area: Locate wash out areas away from the storm drains and open ditches, construct a temporary pit large enough to store the liquid and solid waste, clean pit by allowing concrete to set, breaking up the concrete, then recycling or disposing of properly.
38. The developer and/or contractor shall incorporate and comply with all regulations, policies and standards regarding water, sewer, and storm water.
39. Sewer connection fees shall be paid directly to the Los Angeles County Sanitation District. Proof of payment shall be provided prior to issuance of the grading permit.
40. Developer shall provide for the undergrounding of all utilities along Santo Domingo Avenue.

GENERAL REQUIREMENTS

41. Plans and all required plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits. Construction drawings, including the site plan, elevations, and colors shall be consistent and in substantial compliance with the conceptual approval and any required conditions of the Planning Commission and City Council.
42. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant, and all agents thereof.
43. Building permits for this project must be issued within one-year from the date of approval from the City Council or the application and approval shall expire.
44. Prior to issuing permits, any required school fees shall be paid directly to Duarte Unified School District and proof of payment provided to the City. Contact Duarte Unified School District for more information.
45. The property owner shall contact the City's waste disposal company, Burrtec Waste, to create a sufficient disposal schedule that will ensure waste generated by the residents is hauled off site in a timely manner.

46. The Developer shall comply with applicable City noise ordinances. Construction activities, deliveries and haul-off will only be permitted from 7:00 a.m. to 7:00 p.m., Monday through Saturday. No construction related idling of engines or other disturbances shall occur outside of noted work hours.
47. Prior to the issuance of a Certificate of Occupancy, landscaping and irrigation shall be installed and functional. All landscaping shall be automatically irrigated. Landscaping shall be continuously maintained and permanently irrigated. All existing plant material shall be alive and healthy and in a disease and pest free condition at all times.
48. A final inspection shall be made by the Planning Division prior to final of any building permits to ensure that all conditions have been met.
49. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.

RESOLUTION 22-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING PLANNED DEVELOPMENT PERMIT (PDP) 19-01 FOR A 20-UNIT, OWNER-OCCUPIED, THREE-STORY RESIDENTIAL CONDOMINIUM DEVELOPMENT LOCATED AT 1401 SANTO DOMINGO AVENUE

WHEREAS, the applicant is requesting approval of a Planned Development Permit to allow flexibility in development standards related to private open space requirements, in exchange for excellence in design and enhanced amenities and a transfer of surplus common open space, for the proposed 20-unit, owner occupied, three-story residential condominium development at 1401 Santo Domingo Avenue; and

WHEREAS, the proposed residential condominium development is contingent upon the approval of Site Plan and Design Review 19-05 and Subdivision 20-01 for Tentative Tract Map 82962; and

WHEREAS, the project site is part of the Duarte Town Center Specific, which provides standards and guidelines for buildings developed in the Plan area; and

WHEREAS, new multiple-family residential construction requires recommendation from the Architectural Review Board to the Planning Commission, and since this project involves an entitlement that also requires consideration from the City Council, a recommendation from the Planning Commission to City Council is required for complete project approval, pursuant to Section 19.112.030 and Table 7-2 in Section 19.122.030 of the Duarte Development Code; and

WHEREAS, on November 22, 2021, the Architectural Review Board reviewed the plans for the Planned Development Permit 19-01 and recommended approval to the Planning Commission subject to conditions; and

WHEREAS, on December 20, 2021, the Planning Commission reviewed the plans for the Planned Development Permit 19-01 and recommended approval to the City Council subject to conditions; and

WHEREAS, notice of a public hearing on Planned Development Permit 19-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report for Planned Development Permit 19-01, and all information, evidence and public testimony received at the public meeting held on March 22, 2022 in the City Council Chambers;

NOW THEREFORE, the City Council of the City of Duarte resolves as follows:

SECTION 1. All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. The City Council finds and determines as follows, findings for Planned Development Permits, as set forth in DDC Section 19.118.050 (B), as the project is:

1. The Planned Development Permit will accommodate a use that is allowed within the subject base zone, be consistent with the Duarte General Plan, be generally in compliance with all the applicable provisions of this Development Code, and ensure compatibility of uses in the surrounding neighborhood.

The 20-unit, owner-occupied, three-story residential condominium development is consistent with Land Use Goal 1 of the General Plan of maintaining a balanced community consisting of various residential types and commercial activities. The residential development will comply with all the applicable provisions of the Development Code, apart from the proposed modification that is part of the Planned Development Permit. The project site is adjacent to multi-family residential uses along the north, south, and west and Westminster Gardens campus to the east. The proposed multi-family residential project is appropriate for the Town Center Specific Plan, Residential Town Center, Area 8 zone. The characteristics of the project have taken the surrounding uses into consideration regarding the architectural and site design of the project to ensure the project will not create incompatibility with the surrounding areas.

2. The proposed project will produce a comprehensive development of superior quality and excellence of design than might otherwise occur from more typical development applications.

The project will use high quality architectural designs and materials. A finely textured plaster will be applied to the exterior throughout the project. All windows will be recessed to provide an enhanced appeal and complement the Spanish architectural style. The secondary drive aisles will be improved with decorative paving and a spacious 30-foot width; and more than 1,000 square-feet of common open space in excess of the required amount for communal enjoyment. Additional features such accent tile, awning features, wrought-iron details, among others will be provided throughout the project to improve the overall design. The site improvements will include a large centrally-located common area and additional open space areas for all residents to enjoy. The central common space encourages social interaction with a combination of hardscape and landscape, seating options, barbeque equipment, and a large shade structure. There will also be minor open space areas on the property that include a sitting area with fruit trees, a walking loop, and a meandering path with enhanced landscaping and a turf square for picnicking. Each unit will also include private yard space and/or a balcony.

3. Appropriate standards and conditions of approval have been imposed to ensure the protection of the public health, safety and welfare.

Associated Resolution 22-13 for Subdivision 20-01, and Resolution 22-11 for Site Plan & Design Review Application 19-05 include multiple conditions of approval that have been imposed on the project to ensure the protection of the public health, safety, and welfare.

4. Appropriate onsite circulation and traffic control is designed into the development.

The circulation on the property is suitable for the proposed residential use and is suitable for emergency vehicle access, per the Los Angeles County Fire Department. The property is accessible from Santo Domingo Avenue using a two-way 26-foot wide drive aisle down the center of the property and two secondary drive aisles extending from the main driveway. The drive aisles provide access to the two-car garages attached to each condominium and to the 10 guest and overflow parking stalls that are provided through the property

5. The subject parcel is adequate in terms of size, shape, topography, and circumstances to accommodate the proposed development.

The residential project will be developed on roughly 1.01 acres of land, and based on the project design, the project site is suitable for accommodating the residential structures, drive aisles, open space and pedestrian walkways. The project includes 20 units, which is a density of 20 units per acre, which is below the maximum dwelling unit density of the permitted by the underlying zone. The density also allows for enhanced amenities such as increased open space.

6. Adequate public services and facilities exist, or will be provided in compliance with the conditions of approval, to serve the proposed development and the approval of the proposed development will not result in a reduction of public services to properties in the vicinity to be a detriment to public health safety, and general welfare.

The residential project is unlikely to have a major demand for public services. The subdivision will be designed to meet the requirements of the Fire Department, and various utilities that are necessary for the project development. The site is served by Santo Domingo Avenue which is adequate for accommodating the level of traffic and activity associated with the residential development. The residential development will be served by various utilities, such as water and sewer. The developer will be required to secure will-serve letters from the required agencies.

7. The proposed development, as conditioned, will not have a substantial adverse effect on surrounding properties or allowed uses.

The residential development is permitted with certification of the project's associated Subdivision 20-01, Planned Development Permit 19-01, and Site Plan and Design Review 19-05. The proposed conditions of approval will avoid potential adverse and detrimental impacts on the City and surrounding community (conditions related to PDP 19-01 are included with Resolution 22-11 for the Site Plan and Design Review). Furthermore, a traffic study was prepared for the project to determine if the increase in density would result in traffic impacts for the streets in the vicinity. The results of the study indicated that the project would not create a significant impact on traffic. The residential development will redevelop an underutilized residential site with poorly maintained structures into a project that benefits the community. The project is not anticipated to cause a hazard to the public convenience or general welfare of the surrounding areas.

8. The design, location, operating characteristics, and size of the proposed development will be compatible with the existing and future land uses in the vicinity in terms of aesthetic values, character, and scale.

The characteristics of the project have taken the surrounding uses into consideration with the design of the residential units to ensure the development will not decrease the level of compatibility. The project has been designed to: complement the surrounding developments, improve an underutilized dilapidated property, provide adequate access for vehicles and pedestrians, and expand the central common space area for greater use and interaction. The massing and scale is maintained with the use of varying roof heights; the movement in the building increases the architectural interest and articulation by incorporating bay windows, awnings, and other architectural features. Lastly, the project will feature high quality materials and will be influenced by Spanish architecture style.

SECTION 3. In adopting this Resolution, The City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because it is categorically exempt per section 15332 as an in-fill development.

SECTION 4. The City Council approves Resolution No. 22-12, based on the findings listed in Section 2, for a 20-unit, owner-occupied, three-story residential condominium development, located at 1401 Santo Domingo Avenue.

PASSED, APPROVED, AND ADOPTED this 22nd day of March, 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, 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. 22-12 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 22nd day of March, 2022, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Annette Juarez
City of Duarte, California

RESOLUTION 22-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING SUBDIVISION 20-01 FOR TENTATIVE TRACT MAP 82962 FOR CONDOMINIUM PURPOSES TO ALLOW A 20-UNIT, OWNER- OCCUPIED, THREE-STORY RESIDENTIAL CONDOMINIUM DEVELOPMENT LOCATED AT 1401 SANTO DOMINO AVENUE

WHEREAS, the applicant is requesting approval of Subdivision 20-01 allow the development of a 20-unit, owner-occupied, residential condominium development, located at 1401 Santo Domingo Avenue; and

WHEREAS, the proposed residential condominium development is contingent upon the approval of Site Plan and Design Review 19-05 and Planned Development Permit 19-01; and

WHEREAS, the City Engineer has found and determined that Tentative Tract Map No. 82962, and the conditions of approval attached thereto, conforms to the State Subdivision Map Act and the applicable requirements of Article Five of the Duarte Development Code; and

WHEREAS, on December 20, 2021, the Planning Commission reviewed the plans for the Subdivision 20-01 and recommended approval to the City Council subject to conditions; and

WHEREAS, notice of a public hearing on Subdivision 20-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council of the City of Duarte (City Council) has considered Subdivision 20-01 for a 20-unit, owner-occupied, three-story development located 1401 Santo Domingo Avenue; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report, and all information, evidence and public testimony received at the public meeting held on March 22, 2022 at 7:00 p.m. in the City Council Chambers and approves Subdivision 20-01 for Tentative Tract Map No. 82962 for a 20-unit, owner-occupied, three-story residential condominium development, subject to conditions of approval.

NOW THEREFORE, the City Council of the City of Duarte resolves as follows:

SECTION 1. All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. The City Council finds and determines as follows, findings for Tentative Tract Map, as set forth in DDC Section 19.72.060.A as the project is:

1. Tentative Tract Map No. 82962 is consistent with the applicable General Plan.

The residential development is consistent with Land Use Goal 1 of the General Plan to maintain a balanced community consisting of various residential housing types and densities. The residential development will comply with all the applicable provisions of the Town Center Specific Plan, Residential Town Center, Area 8 zone (R-4 Multiple-Family Residential High-Density standard), with the inclusion of the modification associated with Planned Development Permit 19-01.

2. The design of Tentative Tract Map No. 82962 is consistent with the applicable General Plan.

Tract Map 82962 will allow a higher-density residential project consisting of multi-family housing on the 1.01 acre property. The higher-density housing is consistent with the goals and objectives of the General Plan by allowing a range of housing opportunities that will improve and maintain a balance community with various residential housing types and commercial activities where appropriate.

3. Tentative Tract Map No. 82962 is physically suitable for the proposed development.

Tentative Tract Map 82962 will allow a higher-density residential condominium development on 1.01 acres. The project will result in a density of 20 units per acre, which is consistent with the General Plan and Town Center Specific Plan, Residential Town Center, Area 8 zone. The proposed site is adequate to accommodate a multi-family residential project. The site is adjacent to Santo Domingo Avenue and accessible regionally by the Interstate-210 and the Duarte Metro station. The project will be designed to accommodate proper public and emergency personnel and will be adequately served by utilities.

4. Tentative Tract Map No. 82962 is physically suitable for the proposed development density allowed in the Town Center Specific Plan, Residential Town Center, Area 8 zoning designations.

Tentative Tract Map 82962 will allow a higher-density residential condominium development on 1.01 acres. The project will result in a density of 20 units per acre, which is consistent with the General Plan and underlying zone. The proposed site is adequate to accommodate a multi-family residential project. The Tentative Tract Map will include attached structures that are three-plexes and four-plexes. The structures will be accessible by a main 26-foot wide drive aisle from Santo Domingo Avenue and 30-foot wide secondary driveways extending from the main drive aisle. The Tentative Tract Map will be designed to provide adequate: pedestrian and vehicular circulation for residents, emergency vehicle access, and open space. The tract map will also be designed to comply

with the off-street parking requirements for the underlying zone, using the main drive aisle as access to residential garages and surface parking areas.

5. Tentative Tract Map No. 82962 and related improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

This project is determined to be categorically exempt from CEQA per categorical exemption 15332 as an infill development property. Furthermore, the project site is located within an urbanized portion of the City. As an urbanized and previously developed site, there is a lack of quality biological habitat within and immediately surrounding the site. As such, the proposed project would not impact or injure fish or wildlife or their habitat.

6. Tentative Tract Map No. 82962 and related improvements are not likely to cause serious public health problems.

The Tentative Tract Map will establish a new residential condominium subdivision for a 20-unit owner-occupied condominium development. The proposed multi-family development is consistent with surrounding multi-family properties. The tract map will help facilitate an improvement to an underutilized property. A homeowners association and Codes, Covenants and Restrictions (CC&R's) will ensure the tract map and future project do not cause public health problems to the community.

7. Tentative Tract Map No. 82962 and related improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

The Tentative Tract does not include any easements for access through or use of the property within the subdivision that will conflict with the proposed improvements. Easements identified on Tract Map 82962 that are indicated to remain will be incorporated as part of the residential project.

8. Tentative Tract Map No. 82962 will not adversely affect the adjoining properties as to value, precedent, or be detrimental to the area.

The Tentative Tract Map will allow the development of a multi-family residential project that has been designed to correspond with the allowed land uses and the improvements are consistent with the General Plan and applicable Zone.

SECTION 3. In adopting this Resolution, The City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because it is categorically exempt per section 15332 as an in-fill development.

SECTION 4. The City Council approves Resolution No. 22-13, based on the findings listed in Section 2, for a 20-unit, owner-occupied, three-story residential condominium development, located at 1401 Santo Domingo Avenue.

PASSED, APPROVED, AND ADOPTED this 22nd day of March, 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, 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. 22-13 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 22nd day of March, 2022, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Annette Juarez
City of Duarte, California

EXHIBIT D-1

Exhibit D
Subdivision 20-01

CONDITIONS OF APPROVAL
Subdivision 20-01, Tentative Tract Map No. 82962

1. The Applicant/Developer shall provide full street improvements on Santo Domingo Avenue within the limits of the development. Improvements shall include curbs and gutters, sidewalks, approaches, and asphalt paving according to City standards and as shown on Tentative Tract Map 82962.
2. Developer shall provide for the undergrounding of utilities along Santo Domingo Avenue. As an alternative, the City may allow for the payment of an in-lieu fee, as determined by the City Engineer.
3. Developer shall dedicate parkland and/or pay an in-lieu fee for the same, pursuant to Chapter 19.82 of the Duarte Development Code ("Dedication of Land for Park and Recreational Purposes").
4. The existing mature oak tree located at the southeast corner of the property shall be protected in place in accordance with the Duarte Development Code and arborist report prepared for this project.
5. The Developer/applicant shall prepare Covenants, Codes, & Restrictions (CC&R's) in a form acceptable to the City Attorney. The CC&R's shall provide regulations that include but are not limited to: onsite parking management, guest parking, use of resident garages for parking, outdoor storage, common area maintenance, trash service, among others. The CC&R's shall include requirements for the establishment of a Homeowners Association that will implement and ensure compliance with the CC&R's. The CC&R's shall be recorded with the County Recorder's Office and proof of recordation shall be provided to the City of Duarte prior to issuance of Certificate of Occupancy. The CC&R's shall not be modified without prior approval from the City.
6. All utility facilities within the public right of way including but not limited to conduit, cable, cabinets, control boxes, etc. shall be placed underground with any access panels flush with the ground surface. If there is physical constraints restricting the placement of utility facilities underground, the developer shall provide clear engineering reasons why above ground facilities cannot be installed with underground vaults/handholes. Additionally, all utility services stubbed to the site that will not be used to serve the development shall be properly abandoned.
7. All utilities for direct service to the project shall be installed underground.
8. The developer shall comply with the City's cable installation requirements, per Chapter 16.34 of the Duarte Municipal Code.
9. The developer shall replace the sidewalk adjacent to the project site on Santo Domingo Avenue for the full extent of project site boundaries (from east PL to west PL), including the

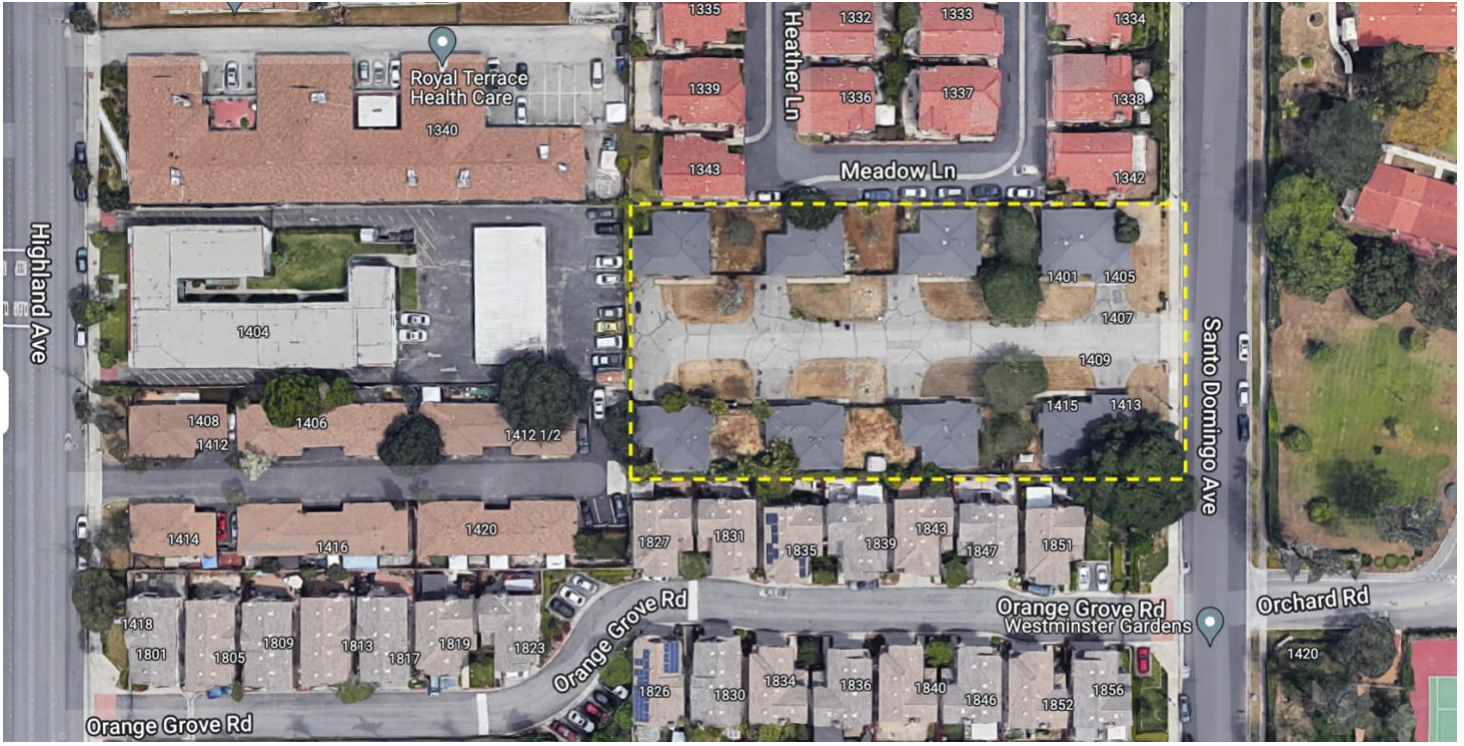
curb and gutter as needed, and any damages as a result of construction. The sidewalk shall be constructed with concrete.

10. All trees within the City right-of-way along Santo Domingo Avenue shall be replaced and/or installed pursuant to the City's adopted Street Tree Plan for Santo Domingo Avenue; all sidewalk tree wells shall be consistent with the City's tree well design, as noted in the design guidelines of the Town Center Specific Plan and shall require a right of way permit from the Public Works Division prior to installation.
11. The Developer shall construct a new driveway approach on Santo Domingo Avenue according to City standards for parking area and emergency vehicle access. Decorative stamped concrete or enhanced paving shall be installed behind the driveway approach. The driveway approach and ramps shall be approved by the City Engineer prior to construction and shall require the issuance of a public right-of-way permit. The approach and driveway shall be designed to ensure the safety of vehicles entering and exiting the parking area, as well as pedestrians crossing the driveway.
12. The following shall be prepared by a professional registered engineer and submitted to the Engineering/Public Works Division for review:
 - LID Plan. A Low Impact Development (LID) Plan shall be submitted to the Engineering/Public Works Division for review. The LID plan shall provide a comprehensive and technical discussion of how the proposed project will comply with the City's stormwater program requirements. LID Guidance and implementation can be obtained from Los Angeles County Public Works LID Standards Manual. Contact the Duarte Public Works Division for more information. The LID plan shall be approved prior issuance of grading permits. A hydrology study should be included with the submission of the LID documents.
 - Civil Plans. Two sets of complete Civil plans shall be submitted to the Engineering/Public Works Division for review, accurately showing all existing public improvements near the subject development (i.e., street lights, signs, utility vaults and boxes, bus stops, street trees, catch basins, etc.) and shall clearly indicating any proposed modifications to the existing public improvements. Such proposed modifications to the public improvements shall require approval from the City Engineer and Community Development Director prior to issuance of any building permit and/or grading permit. The Civil plans shall be submitted concurrently with the LID plan.
 - Soils/Geology report and Hydrology Study.
 - A detailed grading and drainage plan, including all supporting information and design criteria. The grading and drainage plan shall be approved by the City Engineer prior to the issuance of a grading permit.
 - A detailed utility plan.

13. All trenching/potholing/street cuts shall be fixed permanently within five (5) working days following the completion and acceptance of the backfill. Temporary asphalt concrete is required immediately following completion of the backfill. If plates are necessary, they shall be placed flush to the road surface and tack welded together if two or more plates are used. If plates are necessary, then under no circumstance shall a trench remain plated longer than 48 hours, unless a longer term is approved by the Public Works Manager.
14. Traffic control work (delineation and signage) shall comply with the California Manual on Uniform Traffic Control Devices. A traffic control plan shall be submitted to the Public Works Division for review and approved prior to beginning construction and/or grading.
15. Vehicular access to public streets and driveways shall remain unobstructed during the construction period.
16. The developer, contractor and all representatives shall comply with the National Pollution Discharge Elimination System (NPDES) Permit No. CAS004001, Order No. R4-2012-075, and amendments, issued by the California Regional Water Quality Control Board, Los Angeles Region. Construction activities that disturb one acre or more are regulated under the NPDES stormwater program. Operators of regulated construction sites are required to develop and implement a Stormwater Pollution Prevention Plan (SWPPP) and to obtain a Construction General Permit (NOI) from the State Water Resources Control Board to discharge stormwater. A copy of the permit shall be provided to the Public Works Division to keep on file and ensure compliance.
17. The developer and/or contractor is responsible for implementing the following Best Management Practices (BMPs). These, as well as any other applicable measure shall be included in the SWPPP and implemented as approved by the City Engineer:
 - Install filter materials (such as sandbags, filter fabric, etc.) at the storm drain inlet nearest the downstream side of the project site in order to retain any debris or dirt flowing in the storm drain system. Maintain and/or replace filter materials to ensure effectiveness and to prevent street flooding.
 - Ensure that concrete supply trucks or concrete/plaster operations do not discharge wash water into street, gutters, or storm drains.
 - Concrete wash area: Locate wash out areas away from the storm drains and open ditches, construct a temporary pit large enough to store the liquid and solid waste, clean pit by allowing concrete to set, breaking up the concrete, then recycling or disposing of properly.
18. The developer and/or contractor shall incorporate and comply with all regulations, policies and standards regarding water, sewer, and storm water.
19. Sewer connection fees shall be paid directly to the Los Angeles County Sanitation District. Proof of payment shall be provided prior to issuance of the grading permit.

20. A final tract map shall be prepared by a licensed land surveyor or a registered Civil Engineer and recorded with the County of Los Angeles prior to the issuance of certificate of occupancy.
21. Improvement plans and necessary letters of credit, cash, and/or bonds to secure the construction of all streets, storm drains, water, sewer, grading, etc. as required shall be submitted and approved by the City Engineer, and the subdivision agreement and other required agreements approved by City Attorney, prior to the recordation of the Final Map.
22. All easements existing at the time of the Final Tract Map approval must be accounted for on the approved Tentative Map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket in nature or indeterminate in nature, a statement to that effect must be shown on the tentative map in lieu of its location.
23. Easements for Private Driveways and Fire Lanes, and all utilities, including water, sewer, storm drains shall be provided on the Final Map to the satisfaction of the City Engineer and City Attorney.
24. All site, grading, landscape & irrigation, and street improvement plans shall be coordinated for consistency prior to the issuance of any permits.
25. Building foundation inspections shall not be performed until a rough grading certification, survey stakes in place, and a final soils report have been filed with the City and approved. All drainage facilities must be operable.
26. A preliminary title report and guarantee is required and such document shall show all fee interest holders; all interest holders whose interest could ripen into a fee; all trust deeds, together with the name of the trustee; and all easement holders. The account for this title report should remain open until the final map is filed with the County Recorder.
27. The tentative tract map must comply with the State Subdivision Map Act and Article 5 (Subdivisions) of the Duarte Development Code.
28. The Tentative Tract Map shall expire 24 months from the date of approval. The subdivider, not less than 60 days prior to the expiration date, may request in writing, to the City, an extension of the approval.
29. Application for approval of the final tract map shall be filed with the City Council 30 days prior to the expiration date of the tentative map.
30. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.

Aerial



Street View



Southward View

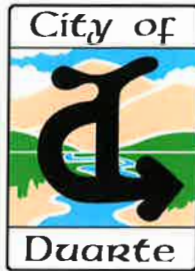




Northward View







AGENDA REPORT

MEETING DATE: March 22, 2022

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Agreement with Pyro Spectaculars for Production of 2022 Independence Day Celebration Fireworks Show

RECOMMENDATION: Staff recommends City Council authorize the City Manager to execute the agreement with Pyro Spectaculars in the amount of \$26,000 to produce the fireworks display at the City's Independence Day Celebration on July 3, 2022, and approve a budget amendment of \$6,000 from the General Fund (100-1605-7758).

FISCAL IMPACT Budget amendment of \$6,000 from the General Fund, increasing the allocated amount for FY 21-22 from \$45,000 to \$51,000 (100-1605-7758).

BACKGROUND

Since 2019, the City of Duarte has offered an Independence Day Celebration and Fireworks Show on July 3, except for 2020. The free community-wide event has traditionally consisted of live musical entertainment, dancing, food trucks, games, vendor booths, and culminated with a twenty-minute fireworks display. Pyro Spectaculars has produced the fireworks display both years for the City and based on favorable public response, City Council allocated in this year's budget \$45,000 for an Independence Day Celebration and Fireworks Show.

ANALYSIS

As expected, the COVID-19 pandemic has impacted the fireworks industry supply chain and costs, resulting in an increase to this year's Pyro Spectaculars agreement. However, the agreement once again includes a full-service program for our Independence Day Celebration; including music production and choreography, a licensed pyrotechnic operator and specialized crew, electronic firing system, suitable insurance coverage, and related fireworks permits.

The twenty-minute fireworks display would start at 9 PM and launch from Duarte Sports Park, lower baseball fields. Event attendees would again convene on the upper baseball fields of the park to view the fireworks show.

RECOMMENDATION

Staff recommends City Council authorize the City Manager to execute the agreement with Pyro Spectaculars in the amount of \$26,000 to produce the fireworks display at the City's Independence Day Celebration on July 3, 2022, and approve a budget amendment of \$6,000 from the General Fund (100-1605-7758).

FISCAL IMPACT

Budget amendment of \$6,000.00 from the General Fund, increasing the allocated amount for FY 21-22 from \$45,000 to \$51,000 (100-1605-7758).

ATTACHMENT: Pyro Spectaculars Pyrotechnic Production Agreement

PRODUCTION AGREEMENT (Special)

This agreement ("Agreement") is made this _____ day of _____, 2022 by and between Pyro Spectaculars, Inc., a California corporation, hereinafter referred to as ("PYRO"), and City of Duarte, hereinafter referred to as ("CLIENT"). PYRO and CLIENT are sometimes referred to as "Party" or collectively as "Parties" herein.

1. **Engagement** - CLIENT hereby engages PYRO to provide to CLIENT one fireworks production ("Production"), and PYRO accepts such engagement upon all of the promises, terms and conditions hereinafter set forth. The Production shall be substantially as outlined in Program "A", attached hereto and incorporated herein by this reference.

1.1 **PYRO Duties** - PYRO shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for specific pyrotechnic permits (the cost of which, including standby fees, shall be paid by CLIENT) relating to the Production, insurance covering the Production and the other things on its part to be performed, including preproduction services, all as more specifically set forth below in this Agreement and in the Scope of Work ("Scope of Work"), attached hereto, incorporated herein by this reference, and made a part of this Agreement as though set forth fully herein.

1.2 **CLIENT Duties** - CLIENT shall provide to PYRO a suitable site ("Site") for the Production, security for the Site as set forth in Paragraph 6 hereof, access to the Site, any permission necessary to utilize the Site for the Production, and the other things on its part to be performed as more specifically set forth below in this Agreement and in the Scope of Work. All Site arrangements are subject to PYRO's reasonable approval as to pyrotechnic safety, suitability, and security. All other conditions of the Site shall be the responsibility of CLIENT, including, but not limited to, access, use, control, parking and general safety with respect to the public, CLIENT personnel and other contractors.

2. **Time and Place** - The Production shall take place on July 3, 2022, at approximately 9:00 p.m., at Duarte Sports Park 1401 Central Avenue, Duarte, CA, Site.

3. **Fees, Interest, and Expenses** -

3.1 **Fee** - CLIENT agrees to pay PYRO a fee of \$26,000.00 USD (TWENTY-SIX THOUSAND DOLLARS) ("Fee") for the Production. CLIENT shall pay to PYRO an initial payment ("Initial Payment") equal to 50% of the Production Fee \$13,000.00 USD (THIRTEEN THOUSAND DOLLARS) plus estimated permit and standby fees, and other regulatory costs approximated at \$00.00 OR an amount to be determined, for a total of \$13,000.00, upon the execution of this Agreement by both parties but no later than March 25, 2022. The Initial Payment is a partial payment toward the preproduction services and costs set forth in the Scope of Work ("Preproduction Services and Costs"). The balance of the fee shall be paid no later than July 5, 2022. CLIENT authorizes PYRO to receive and verify credit and financial information concerning CLIENT from any agency, person or entity including but not limited to credit reporting agencies. The "PRICE FIRM" date, the date by which the executed Agreement must be delivered to Pyro, is set forth in paragraph 20.

3.2 **Interest** - In the event that the Fee is not paid in a timely manner, CLIENT will be responsible for the payment of 1.5% interest per month or 18% annually on the unpaid balance. If litigation arises out of this Agreement, the prevailing party shall be entitled to reasonable costs incurred in connection with the litigation, including, but not limited to attorneys' fees.

3.3 **Expenses** - PYRO shall pay all normal expenses directly related to the Production including freight, insurance as outlined, pyrotechnic products, pyrotechnic equipment, experienced pyrotechnic personnel to set up and discharge the pyrotechnics and those additional items as outlined as PYRO's responsibility in the Scope of Work. CLIENT shall pay all costs related to the Production not supplied by PYRO including, but not limited to, those items outlined as CLIENT's responsibility in this Agreement and Scope of Work.

4. **Proprietary Rights** - PYRO represents and warrants that it owns all copyrights, including performance rights, to this Production, except that PYRO does not own CLIENT-owned material or third-party-owned material that has been included in the Production, and as to such CLIENT-owned and third-party-owned material, CLIENT assumes full responsibility therefore. CLIENT agrees that PYRO shall retain ownership of, and all copyrights and other rights to, the Production, except that PYRO shall not acquire or retain any ownership or other rights in or to CLIENT-owned material and third-party-owned material and shall not be responsible in any way for such material. If applicable, CLIENT consents to the use of CLIENT-owned material and represents that it has or will obtain any permission from appropriate third parties sufficient to authorize public exhibition of any such material in connection with this Production. PYRO reserves the ownership rights in its trade names that are used in or are a product of the Production. Any reproduction by sound, video or other duplication or recording process without the express written permission of PYRO is prohibited.

5. **Safety** - PYRO and CLIENT shall each comply with applicable federal, state and local laws and regulations and employ safety programs and measures consistent with recognized applicable industry standards and practices. At all times before and during the Production, it shall be within PYRO's sole discretion to determine whether or not the Production may be safely discharged or continued. It shall not constitute a breach of this Agreement by PYRO for fireworks to fail or malfunction, or for PYRO to determine that the Production cannot be discharged or continued as a result of any conditions or circumstances affecting safety beyond the reasonable control of PYRO.

6. **Security** - CLIENT shall provide adequate security personnel, barricades, and Police Department services as may be necessary to preclude individuals other than those authorized by PYRO from entering an area to be designated by PYRO as the area for the set-up and discharge of the Production, including a fallout area satisfactory to PYRO where the pyrotechnics may safely rise and any debris may safely fall. PYRO shall have no responsibility for monitoring or controlling CLIENT's other contractors, providers or volunteers; the public; areas to which the public or contractors have access; or any other public or contractor facilities associated with the Production.

7. **Cleanup** - PYRO shall be responsible for the removal of all equipment provided by PYRO and clean up of any live pyrotechnic debris made necessary by PYRO. CLIENT shall be responsible for any other clean up which may be required of the Production or set-up, discharge and fallout areas including any environmental clean-up.

8. **Permits** - PYRO agrees to apply for permits for the firing of pyrotechnics only from the Los Angeles County Fire Department, FAA, and USCG, if required. CLIENT shall be responsible for any fees associated with these permits including standby fees. CLIENT shall be responsible for obtaining any other necessary permits, paying associated fees, and making other appropriate arrangements for Police Departments, other Fire Departments, road closures, event/activity or land use permits or any permission or permit required by any Local, Regional, State or Federal Government.

9. **Insurance** - PYRO shall at all times during the performance of services herein ensure that the following insurance is maintained in connection with PYRO's performance of this Agreement: (1) commercial general liability insurance, including products, completed operations, and contractual liability under this Agreement; (2) automobile liability insurance, (3) workers' compensation insurance and employer liability insurance. Such insurance is to protect CLIENT from claims for bodily injury, including death, personal injury, and from claims of property damage, which may arise from PYRO's performance of this Agreement, only. The types and amounts of coverage shall be as set forth in the Scope of Work. Such insurance shall not include claims which arise from CLIENT's negligence or willful conduct or from failure of CLIENT to perform its obligations under this Agreement, coverage for which shall be provided by CLIENT.

The coverage of these policies shall be subject to reasonable inspection by CLIENT. Certificates of insurance evidencing the required general liability coverage shall be furnished to CLIENT prior to the rendering of services hereunder and shall include that the following are named as additionally insured: CLIENT; Sponsors, Landowners, Barge Owners, if any; and Permitting Authorities, with respect to the operations of PYRO at the Production. Pyrotechnic subcontractors or providers, if any, not covered under policies of insurance required hereby, shall secure, maintain and provide their own insurance coverage with respect to their respective operations and services. Such insurance shall be with carriers of recognized standing which are reasonably acceptable to CLIENT and have an AM Best rating of A- or better to protect CLIENT.

10. **Indemnification** - PYRO represents and warrants that it is capable of furnishing the necessary experience, personnel, equipment, materials, providers, and expertise to produce the Production in a safe and professional manner. Notwithstanding anything in this Agreement to the contrary, PYRO shall indemnify, hold harmless, and defend CLIENT and the additional insureds from and against any and all claims, actions, damages, liabilities and expenses, including but not limited to, attorney and other professional fees and court costs, in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of PYRO, their officers, agents, contractors, providers, or employees. CLIENT shall indemnify, hold harmless, and defend PYRO from and against any and all claims, actions, damages, liability and expenses, including but not limited to, attorney and other professional fees and court costs in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of CLIENT, its officers, agents, contractors, providers, or employees. In no event shall either party be liable for the consequential damages of the other party.

11. **Limitation of Damages for Ordinary Breach** - Except in the case of bodily injury and property damage as provided in the insurance and indemnification provisions of Paragraphs 9 and 10, above, in the event CLIENT claims that PYRO has breached this Agreement or was otherwise negligent in performing the Production provided for herein, CLIENT shall not be entitled to claim or recover monetary damages from PYRO beyond the amount CLIENT has paid to PYRO under this Agreement, and shall not be entitled to claim or recover any consequential damages from PYRO including, without limitation, damages for loss of income, business or profits.

12. **Force Majeure** - CLIENT agrees to assume the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of PYRO which may prevent the Production from being safely discharged on the scheduled date, which may cause the cancellation of any event for which CLIENT has purchased the Production, or which may affect or damage such portion of the exhibits as must be placed and exposed a necessary time before the Production. If, for any such reason, PYRO is not reasonably able to safely discharge the Production on the scheduled date, or at the scheduled time, or should any event for which CLIENT has purchased the Production be canceled as a result of such causes, CLIENT may (i) reschedule the Production and pay PYRO such sums as provided in Paragraph 13, or (ii) cancel the Production and pay PYRO such sums as provided in Paragraph 14, based upon when the Production is canceled.

13. **Rescheduling Of Event** - If CLIENT elects to reschedule the Production, PYRO shall be paid the original Fee plus all additional expenses made necessary by rescheduling plus a 15% service fee on such additional expenses. Said expenses will be invoiced separately and payment will be due in full within 5 days of receipt. CLIENT and PYRO shall agree upon the rescheduled date taking into consideration availability of permits, materials, equipment, transportation and labor. The Production shall be rescheduled for a date not more than 90 Days subsequent to the date first set for the Production. The Production shall not be rescheduled to a date, or for an event, that historically has involved a fireworks production. The Production shall not be rescheduled between June 15th and July 15th unless the original date was July 4th of that same year, or between December 15th and January 15th unless the original date was December 31st of the earlier year unless PYRO agrees that such rescheduling will not adversely affect normal business operations during those periods.

14. **Right To Cancel** - CLIENT shall have the option to unilaterally cancel the Production prior to the scheduled date. If CLIENT exercises this option, CLIENT agrees to pay to PYRO, as liquidated damages, the following percentages of the Fee as set forth in Paragraph 3.1. 1) 50% if cancellation occurs 30 or more days prior to the scheduled date, 2) 75% if cancellation occurs 15 to 29 days prior to the scheduled date, 3) 100% thereafter. In the event CLIENT cancels the Production, it will be impractical or extremely difficult to fix actual amount of PYRO's damages. The foregoing represents a reasonable estimate of the damages PYRO will suffer if CLIENT cancels the Production.

15. **No Joint Venture** - It is agreed, nothing in this Agreement or in PYRO's performance of the Production shall be construed as forming a partnership or joint venture between CLIENT and PYRO. PYRO shall be and is an independent contractor with CLIENT and not an employee of CLIENT. The Parties hereto shall be severally responsible for their own separate debts and obligations and neither Party shall be held responsible for any agreements or obligations not expressly provided for herein.

16. **Applicable Law** - This Agreement and the rights and obligations of the Parties hereunder shall be construed in accordance with the laws of California. It is further agreed that the Central Judicial District of San Bernardino County, California, shall be proper venue for any such action. In the event that the scope of the Production is reduced by authorities having jurisdiction or by either Party for safety concerns, the full dollar amounts outlined in this Agreement are enforceable.

17. **Notices** - Any Notice to the Parties permitted or required under this Agreement may be given by mailing such Notice in the United States Mail, postage prepaid, first class, addressed as follows: PYRO - Pyro Spectaculars, Inc., P.O. Box 2329, Rialto, California, 92377, or for overnight delivery to 3196 N. Locust Avenue, Rialto, California 92377. CLIENT - City of Duarte, 1600 Huntington Dr., Duarte, CA 91010.

Pyro Spectaculars, Inc.
P.O. Box 2329
Rialto, CA 92377
Tel: 909-355-8120 ::: Fax: 909-355-9813

City of Duarte
Program A, Rev. # 3
July 3, 2022
Page 3 of 4

18. **Modification of Terms** – All terms of the Agreement are in writing and may only be modified by written agreement of both Parties hereto. Both Parties acknowledge they have received a copy of said written Agreement and agree to be bound by said terms of written Agreement only.

19. **Severability** – If there is more than one CLIENT, they shall be jointly and severally responsible to perform CLIENT's obligations under this Agreement. This Agreement shall become effective after it is executed and accepted by CLIENT and after it is executed and accepted by PYRO at PYRO's offices in Rialto, California. This Agreement may be executed in several counterparts, including faxed and emailed copies, each one of which shall be deemed an original against the Party executing same. This Agreement shall be binding upon the Parties hereto and upon their heirs, successors, executors, administrators and assigns.

20. **Price Firm** – If any changes or alterations are made by CLIENT to this Agreement or if this Agreement is not executed by CLIENT and delivered to PYRO on or before the PRICE FIRM date shown below, or if the Initial Payment is not paid on or before the due date, then the price, date, and scope of the Production are subject to review and acceptance by PYRO for a period of 15 days following delivery to PYRO of the executed Agreement. In the event it is not accepted by PYRO, PYRO shall give CLIENT written notice, and this Agreement shall be void.

PRICE FIRM through March 25, 2022
EXECUTED AGREEMENT MUST BE DELIVERED TO PYRO BY THIS DATE.
See PRICE FIRM conditions, paragraph 20, above.

EXECUTED as of the date first written above:

PYRO SPECTACULARS, INC.

By: 

Its: President

Date: 3/16/22

City of Duarte

By: _____

Its: _____

Print Name

Date: _____

SHOW PRODUCER: Christopher Souza

SCOPE OF WORK
PYRO SPECTACULARS, INC. ("PYRO")
and
City of Duarte ("CLIENT")

Pyro shall provide the following goods and services to CLIENT:

- One Pyro Spectaculars, Inc., Production on **July 3, 2022**, at approximately **9:00 p.m.**, at **Duarte Sports Park, 1401 Central Avenue, Duarte, CA.**
- All pyrotechnic equipment, trained pyrotechnicians, shipping, and pyrotechnic product.
- Preproduction Services and Costs for the Production, including advance acquisition of materials and products; design, engineering, programming, handling, staging, storage, and maintenance of products, props, and systems; preparation of drawings, diagrams, listings, schedules, inventory controls, choreography, and computer code; picking, packing, labeling, staging, and loading of equipment, materials, and systems; transportation, and logistics and crew scheduling and support; explosive storage magazines with legally mandated distances, surfaces, security, housekeeping, and access controls; and necessary and appropriate vehicles, including legally mandated insurance, including MCS90 explosives transportation coverage, parking, security, and maintenance.
- Application for specific pyrotechnic permits relating to the Production.
- Musical soundtrack for the Production supplied in agreed upon format.
- Insurance covering the preproduction and Production as set forth in the Agreement with the following limits:

<u>Insurance Requirements</u>	<u>Limits</u>	
<u>Commercial General Liability</u>	\$5,000,000.00	Combined Single Limit- Each Occurrence (Bodily Injury & Property Damage)
	\$10,000,000.00	Aggregate
<u>Business Auto Liability- Owned, Non-Owned and Hired Autos</u>	\$5,000,000.00	Combined Single Limit- Each Occurrence (Bodily Injury & Property Damage)
<u>Workers' Compensation</u>	Statutory	
<u>Employer Liability</u>	\$1,000,000	Per Occurrence

CLIENT shall provide to PYRO the following goods and services:

- All on-site labor costs, if any, not provided or performed by PYRO personnel including, but not limited to, local union requirements, all Site security, Police and Fire Dept. standby personnel, stagehands, electricians, audio and fire control monitors, carpenters, plumbers, clean-up crew. All these additional personnel and services shall be fully insured and the sole responsibility of CLIENT.
- Coordination and any applicable non-pyrotechnic permitting with the local, state or federal government that may hold authority within the Production.
- Costs of all permits required for the presentation of the Production and the event as a whole.
- A professional grade Audio System including all necessary equipment, installation of such equipment and trained audio engineers for operation based on audio and communications requirements provided by PYRO.
- Provision of a Safety Zone in accordance with applicable standards and all requirements of the authorities having jurisdiction throughout the entire time that the pyrotechnics are at the Site or the load site (if different) on the date of the Production and all set-up and load-out dates, including water security to keep unauthorized people, boats, etc. from entering the Safety Zone.
- General Services including, but not limited to, Site and audience security, fencing, adequate work light, dumpster accessibility, a secure office for PYRO personnel within the venue, secure parking for PYRO vehicles, access to washrooms, tents, equipment storage, hazmat storage, electrical power, fire suppression equipment, access to worksites, necessary credentialing, etc., will be required as necessary.



AGENDA REPORT

MEETING DATE: March 22, 2022

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Request from KID-FIT Preschool Health and Fitness Organization for the City of Duarte to co-sponsor the KID-FIT Family Fun Run 5K on Saturday, May 21, 2022

RECOMMENDATION: The Parks & Recreation Commission recommends City Council approve the standard co-sponsorship package, totaling \$325 and that KID-FIT Preschool Health and Fitness Organization reduce the event time by integrating the 1K and Leisure K categories.

FISCAL IMPACT: Waiving City permitting fees of \$325.

BACKGROUND

During the City Council meeting on Tuesday, March 8, 2022, Staff presented on a co-sponsorship request from KID-FIT Preschool Health and Fitness Organization (KID-FIT) for their first KID-FIT Family Fun Run 5K scheduled for Saturday, May 21, 2022. In summary, KID-FIT is requesting the City to waive all fees pertaining to permitting, plan check, park usage, and Public Safety personnel. According to KID-FIT, a maximum reduction in City fees for the 5K event will enable KID-FIT to cover their internal costs, provide primary students enrolled in Duarte Unified School District (DUSD) with a full-year access to their virtual programming, and provide funds to Duarte High School youth clubs for their volunteer time and event sponsorships that they have personally secured on the behalf of KID-FIT. **It is important to note that, as of the time this staff report was written, Staff has not been able to confirm any formal agreement between Kid-FIT and DUSD/Duarte High School on whether, or to what degree, any proceeds from the 5K Run will be provided or shared with DUSD, Duarte High School, or Duarte High School youth clubs.**

After careful consideration, City Council directed staff to agendize the KID-FIT Family Fun Run 5K co-sponsorship request for the Parks and Recreation Commission meeting on March 14, 2022, to gather commissioner feedback regarding the event and encouraged Michele Silence, owner of KID-FIT, to attend as well.

DISCUSSION/ANALYSIS

Following Ms. Silence's presentation on the KID-FIT Family Fun Run 5K to the Parks and Recreation Commission, discussion ensued surrounding the short turnaround time for securing event sponsorships to cover the organization's expenses, past City practices for co-sponsorship requests, clarification on how event revenue will be spent, the length of street closures, and the impact the event will have on trail users not registered for the event. Ultimately, commissioners unanimously recommended that KID-FIT reevaluate the event timeline by integrating the 1K and Leisure K categories, and that City Council approve the co-sponsorship request equivalent to the Hayden 5K, in the amount of \$325.

RECOMMENDATION

The Parks & Recreation Commission recommends City Council approve the standard co-sponsorship package, totaling \$325, and that KID-FIT Preschool Health and Fitness Organization reduce the event time by integrating the 1K and Leisure K categories.

FISCAL IMPACT

Waiving City permitting fees of \$325.