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

TUESDAY, MARCH 14, 2023
7:00 PM

CITY COUNCIL CHAMBERS,
1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

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

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JODY SCHULZ, MAYOR
VINH TRUONG, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
CESAR GARCIA, COUNCILMEMBER
TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/Authority Staff:
Daniel Jordan, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Community Development Director
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Thai Viet Phan, City Attorney
Annette Juarez, City Clerk

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

Notice: Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

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

Members of the public may listen/view the City Council meeting broadcast on the City's website following each meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

1. CALL TO ORDER AND ROLL CALL

   A. City Manager Written Comments

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

   A. Azusa Connects Autism Walk

   B. Community Development Department Update

   C. Parks and Recreation Department Update

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

7. CONSENT CALENDAR

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

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

   C. Approval of Minutes - February 28, 2023 Special Meeting and February 28, 2023 Regular Meeting (CC/HA/FA)

   D. Approval of Warrants - March 14, 2023 (CC/HA/FA)

   E. Receive and file the Community Development Department Status Report

F. Receive and file the Parks and Recreation Department Status Report

G. Consideration of an Amended Professional Services Agreement with LPA, Inc. for Fitness Center and Aquatic Preliminary Assessment
Recommendation: Authorize the City Manager to execute this amended Professional Services Agreement with LPA for an Aquatic Preliminary Assessment at the Fitness Center, as previously ratified at the City Council Meeting held on January 24, 2023.

H. Consideration of Award of Contract for FY 2022-23 Annual Concrete Repair Project No. 23-7

Recommendation: Approve the award of contract for the FY 2022-23 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $141,715.00.

I. Consideration of Award of Contract for FY 2022-23 Annual Asphalt Repair Project No. 23-8

Recommendation: Approve the award of contract for the FY 2022-23 Citywide Asphalt Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $48,510.00.

J. Consideration of Award of Contract for FY 2022-23 Annual Striping and Marking Project No. 23-9

Recommendation: Approve the award of contract for the FY 2022-23 Citywide Striping and Marking Project to WGJ Enterprises, Inc. dba PCI in the amount of $32,017.20.

K. Authorization of One-Time Appreciation Pay

Recommendation: Authorize a budget amendment to the General Fund of $145,000 for one-time payments of up to $5,000 for each current full-time employee who worked for the City of Duarte during the 25-month period of the COVID-19 pandemic between March 2020 and March 2022.

L. Approval of Proclamation Declaring March 2023 as Red Cross Month

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS - None

10. BUSINESS ITEMS

A. Resolution of Application to annex to the City of Duarte the territory encompassing Royal Oaks Retirement Community

Recommendation: Approve Resolution No. 23-04, authorizing the submittal of an application to the Local Agency Formation Commission for the County of Los Angeles (LAFCO) requesting the annexation to the City of Duarte of the territory encompassing Royal oaks Retirement Community.

11. CONTINUATION OF ORAL COMMUNICATIONS

12. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING

AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR

13. ADJOURNMENT

AFFIDAVIT OF POSTING

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

Dated this 9th day of March, 2023.

Annette Juarez
City Clerk

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: March 9, 2023
SUBJECT: Comments on Agenda Items, Meeting of March 14, 2023

ITEM 4.A. (Special Items). Azusa Connects will provide information about the upcoming Autism Walk.

ITEM 4.B. (Special Items). Staff will present the monthly Community Development Department update.

ITEM 4.C. (Special Items). Staff will present the monthly Parks and Recreation Department update.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to execute an amended Professional Services Agreement with LPA, Inc. for an Aquatic Preliminary Assessment at the Fitness Center.

ITEM 7.H. (Consent Calendar). Staff is recommending that the City Council award a contract to Ruiz Concrete and Paving, Inc. in the amount of $141,715.00 for the FY 2022-23 Annual Concrete Repair Project No. 23-7.

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council award a contract to Ruiz Concrete and Paving, Inc. in the amount of $48,510.00 for the FY 2022-23 Citywide Asphalt Repair Project No. 23-8.

ITEM 7.J. (Consent Calendar). Staff is recommending that the City Council award a contract to WGJ Enterprises, Inc. in the amount of $32,017.20 for the FY 2022-23 Annual Striping and Marking Project No. 23-9.

ITEM 7.K. (Consent Calendar). Staff is recommending that the City Council authorize a budget amendment to the General Fund of $145,000 for one-time appreciation pay payments of up to $5,000 for each current full-time employee who worked for the City of Duarte during the 25-month period of the COVID-19 pandemic between March 2020 and March 2022.

ITEM 10.A. (Business Items). Staff is recommending that the City Council approve Resolution No. 23-04, authorizing the submittal of an application to the Local Agency Formation Commission for the County of Los Angeles (LAFCO) requesting the annexation to the City of Duarte of the territory encompassing Royal Oaks Retirement Community.

Respectfully submitted,

Dr. Daniel Jordan
City Manager

CITY OF DUARTE

MINUTES OF THE SPECIAL JOINT MEETING OF THE CITY COUNCIL, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, FEBRUARY 28, 2023 – 4:30 PM

4:30 PM – CITY COUNCIL TRAINING SESSION

1. CALL TO ORDER

Mayor Pro-Tem Truong called the meeting to order at 4:37 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo
Councilmembers Absent:	Schulz
Staff Present:	Daniel Jordan, City Manager Thai Viet Phan, City Attorney Annette Juarez, City Clerk

2. ORAL COMMUNICATIONS ON SPECIAL MEETING ITEMS

None.

3. CITY COUNCILMEMBER WORKPLACE HARASSMENT PREVENTION TRAINING SESSION

The City Council participated in the standard two hour Workplace Harassment Prevention Training Session provided by California JPIA.

4. ADJOURNMENT – To Scheduled Regular City Council Meeting

At 6:47 p.m. the City Council adjourned the meeting to the scheduled regular City Council Meeting.

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Jody Schulz, Mayor

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Annette Juarez, City Clerk

CITY OF DUARTE

MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, FEBRUARY 28, 2023
6:30 PM – Closed Session
7:00 PM – Regular Session

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 6:50 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Kristen Petersen, Assistant City Manager / Director of Administrative Services Annette Juarez, City Clerk

2. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

3. CLOSED SESSION

The City Council recessed into closed session at 6:50 p.m. to discuss the following:

CONFERENCE WITH LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Sec. 54957.6.
Agency Negotiator: Kristen Petersen, Assistant City Manager and Administrative Services Director

REGULAR SESSION

4. CALL TO ORDER

Mayor Schulz called the open session to order at 7:18 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Craig Hensley, Director of Community Development Manuel Enriquez, Director of Parks and Recreation Brian Villalobos, Director of Public Safety Services Victoria Rocha, Assistant to the City Manager Angela Chiaromonte, Financial Services Manager Annette Juarez, City Clerk Christine Soo, Deputy City Clerk/ Administrative Secretary

5. PLEDGE TO THE FLAG

The flag salute was led by Financial Services Manager, Angela Chiaromonte.

6. ADOPTION OF THE AGENDA

Councilmember Kang shared that neighboring Monrovia Councilmember, John Nobrega Jr., passed away and requested that the council meeting be adjourned in his memory.

City Manager Jordan reported that Items 11G and 11H will be pulled from the Consent Calendar for approval at a future meeting.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the Council to adopt the agenda as amended.

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

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. SPECIAL ITEMS

A. Mayor's Youth Council Update

Members of the Mayor's Youth Council reported on recent events and shared upcoming events.

B. Public Safety Department Update

Public Safety Services Director Villalobos provided an update on Part One Crimes, the Big Lots parking lot, the status of the additional portable cameras, and the effects of the recent rainstorm.

Councilmember Finlay left the meeting at 7:32 p.m.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rocha announced upcoming city events.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

City Clerk Juarez announced that we received one written comment from Bill Lam regarding public transportation.

11. CONSENT CALENDAR

Consent Calendar Items 11G and 11H were pulled during the Adoption of the Agenda.

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

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

C. Approval of Minutes –February 14, 2023. (CC/HA/FA)

D. Approval of Warrants – February 28, 2023. (CC/HA/FA)

E. Receive and file the Public Safety Department Status Report for February 2023.

F. Receive and file the Monthly Financial Update.

G. Approval of Civica Law Group, APC, Agreement for Municipal Citation Legal Services

H. Approval of Civica Law Group, APC, Agreement for Code Enforcement Legal Services

Moved by Councilmember Garcia, seconded by Councilmember Kang, and carried by the following vote of the Council to approve Items 11A-11F of the Consent Calendar.

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

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

13. BUSINESS ITEMS

A. Fiscal Year 2022/23 Mid-Year Budget Report

Assistant City Manager/ Director of Administrative Services Petersen gave a presentation of the City's mid-year budget.

City Manager Jordan presented an overview of last year's mid-year report and reviewed revenues.

In response to questions posed by Council, Assistant City Manager/ Director of Administrative Services Petersen clarified that a budget workshop will be held in May and other budget discussion related to projects can be discussed at the Goal Setting workshop.

B. Consideration of a Professional Services Agreement with LPA for Conceptual Design Services of Initial Phase of Civic Center Master Plan

Director of Parks and Recreation Enriquez gave a staff report and presented conceptual designs for the initial phase of the Civic Center Master Plan.

In response to questions posed by Council, Director of Parks and Recreation Enriquez clarified that once Council reviews the design renderings and decides to take action, the City may float RFPs for construction.

Moved by Mayor Pro-Tem Truong, seconded by Councilmember Lewis, and carried by the following vote of the Council to authorize the City Manager to execute this Professional Services Agreement with LPA in the amount of $45,000 for conceptual design services of the three-phase project – Civic Center (exterior), City Hall and Community Center (interiors).

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

14. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

Councilmember Martin Del Campo thanked the Public Safety Department for their work in addressing a constituent's concerns.

Councilmember Garcia shared a few words about Dr. Melvin Trousdale and expressed sympathy for his family.

Councilmember Kang shared a few words about John Nobrega, former Mayor Pro-Tem of the City of Monrovia.

Councilmember Lewis suggested redesigning the City's Emergency Operations Center (EOC); he thanked Assistant City Manager/ Director of Administrative Services Petersen and City Manager Jordan for their work on the mid-year budget.

Mayor Schulz thanked City Clerk Annette Juarez and Deputy City Clerk Christine Soo for all the hard work they do.

16. ADJOURNMENT

At 8:25 p.m. the City Council adjourned the meeting in memory of Dr. Melvin Trousdale and John Nobrega.

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Jody Schulz, Mayor

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Annette Juarez, City Clerk

Council Warrant Register By Account

City of Duarte

By Fund

Payment Dates 3/2/2023 - 3/15/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	218366		63.00
100-1605-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	218366		18.90
100-1605-7732	DOLPHIN RENTS INC	City Picnic 9/24/22 Add'l Equipment Rental	3001		385.46
100-1605-7733	RODOLFO CARDENAS	SC Entertainment DJ	218362		175.00
100-1410-7900	SULLY-MILLER CONTRACTING CO	Emergency Clean Up-Mel Cyn/Brookridge 1/12/2023	218380	202315-Flood Response,Emerg...	10,182.24
100-1410-7900	SULLY-MILLER CONTRACTING CO	Remove Dirt/Debris-Melcanyon 1/13/2023	218380	202315-Flood Response,Emerg...	7,293.67
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	BD23-1138		40.73
100-1205-7980	HOME DEPOT CREDIT SERVICES	Replacement Gloves (1307 Bloomdale)	BD23-1138		27.53
100-1410-7900	SULLY-MILLER CONTRACTING CO	Equipment Delivery & Pickup 1/1223 - 1/18/23	218380	202315-Flood Response,Emerg...	1,382.40
100-1610-7618	HOME DEPOT CREDIT SERVICES	TC Utility Cart	BD23-1138		179.01
100-1610-7618	HOME DEPOT CREDIT SERVICES	Employee Awards Dinner Supplies	BD23-1138		30.80
100-1205-7887	HOME DEPOT CREDIT SERVICES	Misc Bolts	BD23-1138		3.04
100-1410-7980	HOME DEPOT CREDIT SERVICES	Safety Gloves	BD23-1138		54.99
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing-City Hall Drinking Fountain	3028		130.00
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing/Repair-Teen Ctr	3028		430.69
100-1205-7614	HOME DEPOT CREDIT SERVICES	Office Supplies	BD23-1138		6.55
100-1205-7980	HOME DEPOT CREDIT SERVICES	Evidence Bags (Tobacco Sting)	BD23-1138	202105-Other Exp-Tobacco Gra...	6.55
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	218366		30.00
100-1205-7781	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	218366		36.00
100-1410-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	218366		6.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 1/2023	218374		70.00
100-1405-7965	CHARLES ABBOTT ASSOCIATES ...	2023 Public Works ROW Permit Module	2999		9,000.00
100-1605-7733	RAMON YOUNG	SC Pickleball Workshop 3/19/2023 & 3/26/2023	218383		180.00
100-1025-7702	NATIONAL LEAGUE OF CITIES	Member Dues 4/1/2023 - 3/30/2024	3021		2,064.00
100-1015-7684	SILVER & WRIGHT LLP	2165 Huntington Dr (Tobacco) Legal 1/2023	3032		282.60
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 1/2023	3032		346.50
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 1/2023	3032		2,485.80
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions 1/2023	3032		4,500.00
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prsecutions Cost 1/2023	3032		15.07
100-1815-7830	THE TECHNOLOGY DEPOT INC	Cloud Connect SIP & E911 Bundle 3/2023	3037		316.25
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 3/2023	3038		653.29
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2023	3038		464.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 3/2023	3038		652.74
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2023	3038		608.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		574.64

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		566.88
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Hall Refrigerator Plus Warranty	BD23-1138		2,667.87
100-1205-7613	HOME DEPOT CREDIT SERVICES	2165 Huntington Keys	BD23-1138		38.26
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Drawing (Winter 2023)	3046		327.60
100-1610-7652	DARRELL RAY CARROLL	Rekey Locks/Install New Door Handle(FC)	218363		815.49
100-1205-7614	STAPLES ADVANTAGE	PS Office Supplies	3034		171.75
100-1205-7694	STAPLES ADVANTAGE	PS Commission Supplies	3034		24.35
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	3034		147.15
100-1405-7801	COUNTY OF LOS ANGELES DEP…	Industrial Waste 1/2023	218364		1,893.57
100-1410-7900	SULLY-MILLER CONTRACTING CO	Haul of Dirt Spoils 2/13/2023	218380	202315-Flood Response,Emerg…	8,674.61
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 2/2023	2990		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 2/2023	2990		61.00
100-1605-7733	THEODORE SIEGEL	SC "Goldfinger" Screening/Presentation	218376		150.00
100-1205-7694	STAPLES ADVANTAGE	Public Safety Commission Supplies	3034		45.73
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3034		10.45
100-1020-7713	BAY ALARM COMPANY	Museum Burglary Monitor 3/01/2023 - 6/1/2023	BD23-1125		189.00
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 3/01/2023 - 6/1/2023	BD23-1124		228.78
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Tobacco Enforcement 1/2023	3016	202105-Contract Law Enforcem…	955.04
100-1205-7779	BOYS & GIRLS CLUBS OF THE F…	DART Event Tickets	2992		86.00
100-1205-7694	STAPLES ADVANTAGE	Public Safety Commission Supplies	3034		67.45
100-1825-7626	FEDEX	Document Delivery	218367		64.76
100-1020-7980	TOWN SQUARE PUBLICATIONS …	Senior Benefits Ad	218381		1,995.00
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing/Repair-Otis Gordon Park	3028		1,857.08
100-1410-7980	GRAINGER	Bike Trail Drinking Fountain	3008		5,616.82
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/8/23	3035		160.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	3027		76.92
100-1825-7630	CANON FINANCIAL SERVICES INC	CH(2)/PS/SC/TC Copier Lease 3/1/2023 - 3/31/2023	218360		1,721.46
100-1825-7631	CANON FINANCIAL SERVICES INC	CH(2)/PS/SC/TC Copier Maint 1/01/2023 - 1/31/2023	218360		362.24
100-1605-7741	CHALLENGER TEAMWEAR	LAS Trophies	2998		299.91
100-1205-7780	CALIFORNIA ANIMAL WELFARE …	Juan Oseguera Animal Control Training 2/22/2023	218359		25.00
100-2026	ROBERT BUJANDA	Equipment Deposit Refund	218357		25.00
100-2026	MEGAN MOBERLY	Equipment Deposit Refund	218371		25.00
100-2026	NATALIE STEPANIAN	Equipment Deposit Refund	218379		25.00
100-2026	SANDRA VALENZUELA	Equipment Deposit Refund	218382		25.00
100-1205-7787	MVP, LLC	Public Safety Lease	3019		12,881.37

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Project 1/2023	3025	202102-Cap Improv-CH CDBG ...	120.00
100-1810-7673	OCCUPATIONAL HEALTH CENTE...	UDS/BAT Alcohol Test 2/17/2023	218373		146.00
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvcs 2/5/2023 - 2/18/2023	2991		5,467.40
100-1015-7686	RUTAN & TUCKER LLP	Land Value Holdings Litigation 11/2022	3029		1,479.10
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 1/2023	3029		400.00
100-1015-7686	RUTAN & TUCKER LLP	Telecommunications Legal 1/2023	3029		528.00
100-1015-7686	RUTAN & TUCKER LLP	Esperanza Legal 1/2023	3029		1,340.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Weed Mower Rental (Vacant Lots)	218377		148.54
100-1815-8011	CANON SOLUTIONS AMERICA I...	Admin Srvcs Mgr Printer	218361		558.92
100-1825-7688	VICTORIA ROCHA	Used Oil Symposium Expense Reimbursement	3026	202301/1825-7688/Exp-Used Oi..	618.56
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool Heater Service Inspection	2996		2,400.00
100-1605-7736	JAVIER DJEU TENNIS	Instructor Fee-Tennis (Winter 2023)	3011		819.00
100-1005-7980	U.S. BANK	DashPass 2/5/2023 - 3/5/2023 (DoorDash)	3045		9.99
100-1020-7716	U.S. BANK	Citywide Special Event Music License Fee (SESAC)	3045		553.00
100-1020-7716	U.S. BANK	Citywide Special Event Music License Fee (BMI)	3045		421.00
100-1020-7716	U.S. BANK	Dry Clean Santa Suit (Nature's Cleaners)	3045		50.00
100-1020-7980	U.S. BANK	Employee Recognition Dinner (Smart & Final)	3045		4.49
100-1605-7610	U.S. BANK	Risley/Perez Playground Safety Inspector Course	3045		1,300.00
100-1605-7610	U.S. BANK	M Enriquez JPIA Risk Mgmt 1/23/23 (Allegretto)	3045		43.28
100-1605-7614	U.S. BANK	Printer Toner (Amazon)	3045		475.18
100-1605-7614	U.S. BANK	Office Supplies (Amazon)	3045		69.73
100-1605-7614	U.S. BANK	Office Pens (Amazon)	3045		42.70
100-1605-7693	U.S. BANK	MYC Dinner 2/6/2023 (VJS Burgers)	3045		198.95
100-1605-7730	U.S. BANK	Cesar Chavez Volunteer Hats (4Imprint)	3045		165.10
100-1605-7730	U.S. BANK	2023 Eggfest Easter Eggs (Oriental Trading Co)	3045		312.92
100-1605-7733	U.S. BANK	SC Megan Moberly Farewell (Porto's)	3045		192.62
100-1605-7733	U.S. BANK	Return-SC Valentine Supplies (Amazon)	3045		-44.09
100-1605-7733	U.S. BANK	SC Piano Cover (Amazon)	3045		58.31
100-1605-7735	U.S. BANK	TC Stopwatches/Scoreboard/Whistles (Amazon)	3045		42.29
100-1605-7737	U.S. BANK	Deposit-Adult Excursion 6/1/2023 (Las Brisas Rest)	3045		525.00
100-1605-7737	U.S. BANK	Adult Excursion Tickets 2/2/2023 (The Broad)	3045		450.00
100-1605-7745	U.S. BANK	2023 Duarte Boxing Club Membership (USA Boxing)	3045		205.00
100-1605-7745	U.S. BANK	Sal Hernandez 2023 USA Boxing Membership	3045		122.00
100-1605-7745	U.S. BANK	Luis Valenzuela 2023 USA Boxing Membership	3045		122.00
100-1605-7980	U.S. BANK	Staff Lunch 2/14/2023 (Papa John's)	3045		83.46

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7980	U.S. BANK	Staff Treats (See's Candies)	3045		19.50
100-1605-7980	U.S. BANK	Valentines Balloons/Decor (Winner Party)	3045		33.30
100-1610-7618	U.S. BANK	Council Meeting Drinks (Walmart)	3045		25.75
100-1610-7618	U.S. BANK	TC Helium Regulator (Amazon)	3045		29.76
100-1610-7618	U.S. BANK	Facility Maint Large Thermostat Guard (Amazon)	3045		24.24
100-1610-7618	U.S. BANK	Facility Maint Lightbulbs (Amazon)	3045		220.45
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	3033		23.96
100-1205-7761	DATA TICKET INC	Admin Citation Processing 1/2023	3000		466.37
100-1205-7761	DATA TICKET INC	DUI Processing 1/2023	3000		34.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 1/2023	3000		3,143.32
100-1205-7762	CALE AMERICA INC	WTP Fees 2/2023	2995		502.95
100-1405-7980	COUNTY OF LA REGISTRAR-REC...	Recording Fees for HCD Form 433A (1915 Bradbury)	218348		15.00
100-1405-7980	DEPARTMENT OF HOUSING & ...	Recording Fees for HCD Form 433A (1915 Bradbury)	218349		11.00
100-1405-7610	U.S. BANK	Interview Panel Breakfast (Dunkin Donuts)	3044		13.99
100-1405-7610	U.S. BANK	Interview Panel Lunch 2/9/23 (Heemo Sushi)	3044		221.06
100-1405-7612	U.S. BANK	Lg Data File Transfer (Hightail)	3044		15.99
100-1405-7614	U.S. BANK	(2) Rolling Storage File (Amazon)	3044		111.72
100-1410-7610	U.S. BANK	Gerard Batista PAPA Conf Hotel (Pechanga)	3044		423.36
100-1410-7610	U.S. BANK	Lamberto Flores PAPA Conf Hotel (Pechanga)	3044		423.36
100-1410-7621	U.S. BANK	Field Srvcs Work Gloves (Amazon)	3044		97.02
100-1410-7980	U.S. BANK	Refund-American Flag (Amazon)	3044		-26.65
100-1410-7980	U.S. BANK	American Flags/Poles (Amazon)	3044		3,539.79
100-1005-7614	U.S. BANK	Council Member Signature Stamps (Stamp Out)	3043		128.38
100-1005-7643	U.S. BANK	Vinh Truong ICSC Membership	3043		125.00
100-1005-7643	U.S. BANK	Vinh Truong ICSC Conference 5/21-23/2023	3043		795.00
100-1005-7644	U.S. BANK	Jody Schulz Duarte Shirt/Jacket (J & J Sports)	3043		78.28
100-1010-7610	U.S. BANK	Annette Juarez CCAC Conference 4/11-14/2023	3043		575.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	3043		18.00
100-1010-7614	U.S. BANK	Annette Juarez Standing Desk Riser (Varidesk)	3043		176.39
100-1010-7980	U.S. BANK	West Covina Centinnial Dinner Table 2/16/2023	3043		450.00
100-1010-7980	U.S. BANK	2023 State of Communication Webinar Reg (CAPIO)	3043		45.00
100-1020-7712	U.S. BANK	Spotify Subscription	3043		9.99
100-1020-7980	U.S. BANK	Website Award Nomination Entry (NAGC)	3043		290.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conference 5/21-23/2023	3043		795.00
100-1405-7612	U.S. BANK	Craig Hensley ICSC Membership	3043		125.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud 2/13/23 - 3/12/23	3042		34.99

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Smart & Final)	3042		116.80
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Party City)	3042		34.18
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Restaurant Depot)	3042		378.54
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Trader Joes)	3042		408.75
100-1205-7650	U.S. BANK	Vehicle #24 Tires (Mountain View Tire)	3042		935.30
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 2/4/2023 - 3/3/2023	3042		7.74
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 2/4/2023 - 3/3/2023	3042		7.75
100-1805-7610	U.S. BANK	Kristen Petersen Mtg w/CC Member (Hope Village)	3042		36.32
100-1805-7610	U.S. BANK	Kristen Petersen Chamber Meeting 3/6/23	3042		65.00
100-1805-7612	U.S. BANK	Kristen Petersen CSMFO Dues	3042		125.00
100-1805-7614	U.S. BANK	Office Supplies (Amazon)	3042		109.94
100-1810-7610	U.S. BANK	Kristen Petersen PELRA Training	3042		49.00
100-1810-7614	U.S. BANK	HR File Cabinet (Amazon)	3042		623.24
100-1815-7632	U.S. BANK	Adobe Creative Cloud 2/13/23 - 3/12/23	3042		675.74
100-1815-7632	U.S. BANK	Finance Webinar 2/7/2023 - 3/6/2023 (Zoom)	3042		80.00
100-1815-7632	U.S. BANK	Accessduarte.info 1 Yr Renewal (Network Solutions)	3042		74.97
100-1825-7613	U.S. BANK	Copier Paper (Amazon)	3042		57.54
100-1825-7626	U.S. BANK	Amazon Buisness Prime Renwal 1 Year	3042		550.15
100-1015-7686	RUTAN & TUCKER LLP	Mel Cyn Eminent Domain Legal 1/2023	3029		2,855.69
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2023	3029		8,145.80
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY23 Q3 Dues	218375		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz FY23 Q3 Dues	218375		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan FY23 Q3 Dues	218375		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY23 Q3 Dues	218375		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY23 Q3 Dues	218375		240.00
100-1610-7618	CACTUS MAT MFG CO	Fitness Ctr Locker Floor Mats	218358		2,457.61
100-1825-7613	GRAND PRINTING INC	Gold Foil Masters-Business Cards	218369		694.58
100-1825-7613	GRAND PRINTING INC	Business Cards-D Vaillancourt/J Schulz	218369		192.72
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY22 Single Audit	3018		3,500.00
100-1205-7780	NATIONAL BAND & TAG CO	2024 Dog Tags	3020		884.64
100-1015-7682	BURKE, WILLIAMS & SORENSEN…	Labor Legal 1/2023	2994		1,372.50
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 2/2023	3022		150.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 1/2023	3025		800.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 1/2023	3025		3,520.00
100-1405-7967	RKA CONSULTING GROUP	PW Inspection-Highland/Huntington 1/2023	3025		120.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 1/2023	3025	202118-ATP Cycle 4-City Engine…	5,200.00
100-1005-7643	VINH TRUONG	JPIA Conference Expense Reimbursement	3041		41.89
100-1205-7780	SAN GABRIEL VALLEY HUMANE …	Animal Shelter Services 3/2023	3030		5,166.67
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions 2/2023	3032		4,500.00
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 2/2023	3032		15.30

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1015-7684	SILVER & WRIGHT LLP	2165 Huntington Dr Legal 2/2023	3032		474.38
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 2/2023	3032		993.60
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3034		73.83
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Printer Maint 11/4/22 - 2/3/23	218361		133.06
100-1825-7631	CANON SOLUTIONS AMERICA I...	CMD/FC Printer Maint 11/30/22 - 2/27/23	218361		67.01
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Mgr Printer Maint 1/27/23 - 2/26/23	218361		45.29
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 2/1/2023 - 2/28/2023	3039		187.49
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Srvcs 3/2023	3010		1,723.28
100-2120	MARTHA BARRIENTOS	SC Rent Deposit Refund	218355		500.00
100-2120	KAREN NANONG	ROP Bldg Rent Deposit Refund	218372		150.00
100-2120	ADALBERTO ARRELLANO	CC Rent Deposit Refund	218352		500.00
100-2120	LEONARDO GARCIA	ROP Bldg Rent Deposit Refund	218368		150.00
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 2/2023	3023	202219-CalRecycle SB1383-Was...	2,622.50
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	3007		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	3017		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	3005		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	3041		75.00
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	3031		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	3013		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	3015		75.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	2993		218.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	3009		435.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	3014		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	2997		566.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	3004		435.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	3036		566.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	218356		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	3003		435.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	3024		566.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2023 - 4/1/2023	BD23-1136		410.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2023 - 4/1/2023	BD23-1137		384.00
100-1410-8100	DUTHIE ELECTRIC SERVICE COR...	10% Deposit-Emergency Generator Replace/Install	3002		31,236.42
100-1205-8030	AIDA TORRES	Computer Screen	3040		108.03
100-1205-7779	AIDA TORRES	A-Team/DART Event Expense Reimbursement	3040		169.70
100-1205-7779	AIDA TORRES	A-Team Event Expense Reimbursment	3040		593.40
100-1825-7688	AIDA TORRES	A Caballero Used Oil Symposium Expense Reimb	3040	202301/1825-7688/Exp-Used Oi..	133.58
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/23 - 2/28/23	BD23-1139		1,165.00
100-4901	ARBOR CAPITAL GROUP INC	Plan Check Refund (Pmt #2022-666)	218350		3,597.00
100-4408	DUARTE UNIFIED SCHOOL DISTR..	SBA/Nextel Lease 3/2023	218365	250004 - Property Rent - Nextel...	1,924.53

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-4302	REYNALDO BALANGUE	Citation Refund	218354		358.00
				Fund 100 - GENERAL FUND Total:	**219,022.65**
Fund: 220 - GAS TAX FUN					
220-2220-7980	JCL TRAFFIC SERVICES	Speed Trailer Rental (Greenbank 8/31-9/29/22)	3012		812.00
220-2220-7980	JCL TRAFFIC SERVICES	Speed Trailer Rental 11/29/22 - 12/28/22	3012		800.00
				Fund 220 - GAS TAX FUN Total:	**1,612.00**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair-Duarte Park	3028		204.87
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Aloysia Moore Park	3028		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair-Beardslee Park	3028		199.87
240-2405-7877	STATE OF CALIFORNIA DEPT OF …	CalTrans Signal Maintenance 10/2022 - 12/2022	218378		386.86
240-2405-7890	COUNTY OF LOS ANGELES DEP…	New Traffice Signal @Circle Rd/Duarte Rd 1/2023	218364		321.32
240-2405-7890	COUNTY OF LOS ANGELES DEP…	KITS Monitoring 1/2023	218364		1,415.42
240-2405-7890	COUNTY OF LOS ANGELES DEP…	Traffic Signal Maintenance 1/2023	218364		2,678.06
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Sweeping 2/2023	2990		784.00
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**6,120.40**
Fund: 270 - PAEG - PUBLIC ACCESS					
270-2705-8100	AVIDEX INDUSTRIES LLC	Converter for Podium Monitor	218353		1,037.39
				Fund 270 - PAEG - PUBLIC ACCESS Total:	**1,037.39**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		527.38
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		615.05
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 2/1/2023 - 2/28/2023	BD23-1126		467.13
				Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:	**1,609.56**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	218366		107.10
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	218366		30.00
440-4405-8013	FOOTHILL TRANSIT	47th Installment of 3rd Bus 2/2023	3006		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 1/2023	3006		29,506.06
440-5004	FOOTHILL TRANSIT	Duarte Local Service 1/2023 (Farebox Revenue)	3006		-1,405.66
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**32,124.55**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	47th Installment of 3rd Bus 2/2023	3006		3,180.31
460-4605-7788	INLAND EMPIRE STAGES LTD	Pala Casino Excursion Transportation 2/16/23	218370		1,612.80
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 1/2023	3006		24,141.32
460-5004	FOOTHILL TRANSIT	Duarte Local Service 1/2023 (Farebox Revenue)	3006		-1,150.09
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**27,784.34**
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	CITY OF ARCADIA	CIMP Implementation Year 3 of 5 Agreement	218351		79,910.32
				Fund 490 - MEASURE W (WATER/STORMWATER) Total:	**79,910.32**
				Grand Total:	**369,221.21**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	219,022.65
220 - GAS TAX FUN	1,612.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	6,120.40
270 - PAEG - PUBLIC ACCESS	1,037.39
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,609.56
440 - PROPOSITION A TRANSIT FUND	32,124.55
460 - PROPOSITION C TRANSIT FUND	27,784.34
490 - MEASURE W (WATER/STORMWATER)	79,910.32
Grand Total:	**369,221.21**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7614	Office Supplies	128.38
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del …	75.00
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7643	Travel & Exp - Truong	1,036.89
100-1005-7644	Travel & Exp - Schulz	263.28
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	575.00
100-1010-7612	Publications and Dues	258.00
100-1010-7614	Office Supplies	176.39
100-1010-7980	Other Expenses	495.00
100-1015-7680	City Attorney Legal	8,145.80
100-1015-7682	Labor Counsel Legal	1,372.50
100-1015-7684	Code Enforcement Legal	13,613.25
100-1015-7686	Other Legal Services	6,602.79
100-1020-7712	Community Information (…	9.99
100-1020-7713	Historical Museum Bldg …	417.78
100-1020-7716	Special Community Events	1,024.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	3,227.76
100-1025-7702	Natn'L League Of Cities	2,064.00
100-1205-7612	Publications and Dues	480.00
100-1205-7613	Duplications And Photos	38.26
100-1205-7614	Office Supplies	262.58
100-1205-7650	Vehicle Maintenance	1,028.30
100-1205-7655	Emergency Services	187.49
100-1205-7694	Public Safety Commission	137.53
100-1205-7761	Parking Ticket Collect	3,643.69
100-1205-7762	Parking Pass Kiosk Costs	502.95
100-1205-7779	Youth Programs	849.10
100-1205-7780	Animal Control	6,226.31
100-1205-7781	Contract Law Enforcement	991.04
100-1205-7782	Crossing Guard Contract …	5,467.40
100-1205-7787	Public Safety Cntr Lease	12,881.37
100-1205-7887	Repairs & Replacements	3.04
100-1205-7980	Other Expenses	34.08
100-1205-8030	Other Equipment	108.03
100-1405-7610	Travel, Mtgs & Conf	1,030.05
100-1405-7612	Publications and Dues	140.99
100-1405-7614	Office Supplies	111.72
100-1405-7800	Building Department Serv…	794.00
100-1405-7801	Industrial Waste Inspecti…	1,893.57
100-1405-7965	Professional Services	9,000.00

Account Summary

Account Number	Account Name	Payment Amount
100-1405-7967	Public Works Inspections	120.00
100-1405-7969	City Engineer	9,520.00
100-1405-7980	Other Expenses	26.00
100-1405-8100	Other Capital Improveme…	120.00
100-1410-7610	Travel, Mtgs & Conf	846.72
100-1410-7621	Other Supplies	97.02
100-1410-7630	Equipment Rentals	148.54
100-1410-7650	Vehicle Maintenance	6.00
100-1410-7656	Emergency Generator	160.00
100-1410-7810	Street Sweeping	122.00
100-1410-7900	Emergency Cleanup/Main…	27,532.92
100-1410-7980	Other Expenses	9,225.68
100-1410-8100	Other Capital Improveme…	31,236.42
100-1415-7661	Other Serv-Sports Park	1,857.08
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	1,343.28
100-1605-7614	Office Supplies	587.61
100-1605-7650	Vehicle Maintenance	18.90
100-1605-7693	Youth Council	198.95
100-1605-7730	Special Events	478.02
100-1605-7732	City Picnic	385.46
100-1605-7733	Senior Center	719.58
100-1605-7735	Teen Center	74.00
100-1605-7736	Youth & Adult Recreation…	1,146.60
100-1605-7737	Adult Excursions	975.00
100-1605-7741	Sports/Playground Progr…	299.91
100-1605-7745	Boxing Program	449.00
100-1605-7980	Other Expenses	136.26
100-1610-7618	Building Supplies	5,635.49
100-1610-7652	Building Maint Services	5,499.46
100-1805-7610	Travel, Mtgs & Conf	101.32
100-1805-7612	Publications and Dues	125.00
100-1805-7614	Office Supplies	109.94
100-1805-7654	Audit Services	3,500.00
100-1810-7610	Travel, Mtgs & Conf	49.00
100-1810-7614	Office Supplies	623.24
100-1810-7673	Physical Exams	146.00
100-1815-7632	Software	1,995.71
100-1815-7821	Network & Internet Servi…	608.30
100-1815-7830	Telephone Services	2,086.48
100-1815-8011	Computer Equipment (Cap..	558.92
100-1825-7613	Duplications And Photos	1,091.99
100-1825-7626	Postage	614.91
100-1825-7630	Equipment Lease	1,721.46
100-1825-7631	Equipment Maintenance	607.60
100-1825-7674	Retiree Health Insurance	4,091.00
100-1825-7687	Waste Mgmt Services	2,622.50
100-1825-7688	Oil Recycling Grant	752.14
100-1830-8100	Vehicle Replacement (Cap…	5,472.50
100-2026	EE Equipment Deposit	100.00
100-2120	Refundable Deposits	1,300.00
100-2125	Metro Pass Through (TAP)	70.00
100-4302	Parking Citations	358.00
100-4408	Property Rental	1,924.53
100-4901	Plan Check Fees	3,597.00
220-2220-7980	Other Expenses	1,612.00
240-2405-7877	Electric-Traffic Signal	386.86
240-2405-7890	Repairs-Traffic Signal	4,414.80

Account Summary

Account Number	Account Name	Payment Amount
240-2410-7662	Other Serv-Citywide	534.74
240-2426-7810	Street Sweeping	784.00
270-2705-8100	Other Capital Improveme…	1,037.39
320-3205-8013	Vehicles (Capital)	1,609.56
440-4405-7650	Vehicle Maintenance	137.10
440-4405-7960	Foothill Transit Operations	29,506.06
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,405.66
460-4605-7788	Shuttle Services	1,612.80
460-4605-7960	Foothill Tranist Operations	24,141.32
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,150.09
490-4905-7980	Other Expenses	79,910.32
	Grand Total:	**369,221.21**

Project Account Summary

Project Account Key		Payment Amount
None		330,107.53
202102-Cap Improv-CH CDBG ADA Improvement		120.00
202105-Contract Law Enforcement		955.04
202105-Other Exp-Tobacco Grant		6.55
202118-ATP Cycle 4-City Engineer		5,200.00
202219-CalRecycle SB1383-Waste Mgmt Srvcs-FY24		2,622.50
202301/1825-7688/Exp-Used Oil Grant-OPP12-21-0016		752.14
202315-Flood Response,Emergency CleanUp,Mtn,K-rail		27,532.92
250004 - Property Rent - Nextel Rent (Otis Gordon)		1,924.53
	Grand Total:	**369,221.21**

Council Warrant Register By Vendor
By Fund

City of Duarte

Payment Dates 3/2/2023 - 3/15/2023

Account Number	Vendor Name	Description (Item)	Payable 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 2/2023	203027		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 2/2023	203028		61.00
				Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:	**122.00**
Vendor: T4588 - ADALBERTO ARRELLANO					
100-2120	ADALBERTO ARRELLANO	CC Rent Deposit Refund	R98053		500.00
				Vendor T4588 - ADALBERTO ARRELLANO Total:	**500.00**
Vendor: 1388 - AIDA TORRES					
100-1205-8030	AIDA TORRES	Computer Screen	1/9/2023		108.03
100-1205-7779	AIDA TORRES	A-Team/DART Event Expense Reimbursement	2/2023		169.70
100-1205-7779	AIDA TORRES	A-Team Event Expense Reimbursment	2/27/2023		593.40
100-1825-7688	AIDA TORRES	A Caballero Used Oil Symposium Expense Reimb	2/9/23-2/10/23	202301/1825-7688/Exp-Used Oi..	133.58
				Vendor 1388 - AIDA TORRES Total:	**1,004.71**
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvcs 2/5/2023 - 2/18/2023	83582		5,467.40
				Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:	**5,467.40**
Vendor: T4596 - ARBOR CAPITAL GROUP INC					
100-4901	ARBOR CAPITAL GROUP INC	Plan Check Refund (Pmt #2022-666)	R97416		3,597.00
				Vendor T4596 - ARBOR CAPITAL GROUP INC Total:	**3,597.00**
Vendor: 5805 - BAY ALARM COMPANY					
100-1020-7713	BAY ALARM COMPANY	Museum Burglary Monitor 3/01/2023 - 6/1/2023	20325355		189.00
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 3/01/2023 - 6/1/2023	20325630		228.78
				Vendor 5805 - BAY ALARM COMPANY Total:	**417.78**
Vendor: 5155 - BOYS & GIRLS CLUBS OF THE FOOTHILLS					
100-1205-7779	BOYS & GIRLS CLUBS OF THE F...	DART Event Tickets	2172023		86.00
				Vendor 5155 - BOYS & GIRLS CLUBS OF THE FOOTHILLS Total:	**86.00**
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 1/2023	297916		1,372.50
				Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:	**1,372.50**
Vendor: 6475 - CACTUS MAT MFG CO					
100-1610-7618	CACTUS MAT MFG CO	Fitness Ctr Locker Floor Mats	1094093		2,457.61
				Vendor 6475 - CACTUS MAT MFG CO Total:	**2,457.61**
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 2/2023	173575		502.95
				Vendor 5559 - CALE AMERICA INC Total:	**502.95**
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool Heater Service Inspection	231070201		2,400.00
				Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:	**2,400.00**
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	Juan Oseguera Animal Control Training 2/22/2023	200003584		25.00
				Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:	**25.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES INC	CH(2)/PS/SC/TC Copier Lease 3/1/2023 - 3/31/2023	30063682		1,721.46
100-1825-7631	CANON FINANCIAL SERVICES INC	CH(2)/PS/SC/TC Copier Maint 1/01/2023 - 1/31/2023	30063682		362.24
			Vendor 5719 - CANON FINANCIAL SERVICES INC Total:		**2,083.70**
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1815-8011	CANON SOLUTIONS AMERICA I…	Admin Srvcs Mgr Printer	163247466		558.92
100-1825-7631	CANON SOLUTIONS AMERICA I…	Admin Srvcs Printer Maint 11/4/22 - 2/3/23	6003525834		133.06
100-1825-7631	CANON SOLUTIONS AMERICA I…	CMD/FC Printer Maint 11/30/22 - 2/27/23	6003526805		67.01
100-1825-7631	CANON SOLUTIONS AMERICA I…	Admin Srvcs Mgr Printer Maint 1/27/23 - 2/26/23	6003529761		45.29
			Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:		**804.28**
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	3/2023		435.00
			Vendor 0028 - CATHERINE BRATTA Total:		**435.00**
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	3/2023		75.00
			Vendor 6340 - CESAR A GARCIA Total:		**75.00**
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	LAS Trophies	1182699-IN		299.91
			Vendor 5792 - CHALLENGER TEAMWEAR Total:		**299.91**
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7965	CHARLES ABBOTT ASSOCIATES …	2023 Public Works ROW Permit Module	65438		9,000.00
			Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:		**9,000.00**
Vendor: 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK					
100-1405-7980	COUNTY OF LA REGISTRAR-REC…	Recording Fees for HCD Form 433A (1915 Bradbury)	2272023		15.00
			Vendor 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK Total:		**15.00**
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DEP…	Industrial Waste 1/2023	23021303856		1,893.57
			Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:		**1,893.57**
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	Rekey Locks/Install New Door Handle(FC)	24801		815.49
			Vendor 5025 - DARRELL RAY CARROLL Total:		**815.49**
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 1/2023	147921		466.37
100-1205-7761	DATA TICKET INC	DUI Processing 1/2023	147930		34.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 1/2023	148236		3,143.32
			Vendor 5501 - DATA TICKET INC Total:		**3,643.69**
Vendor: 6473 - DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT					
100-1405-7980	DEPARTMENT OF HOUSING & …	Recording Fees for HCD Form 433A (1915 Bradbury)	2272023		11.00
			Vendor 6473 - DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT Total:		**11.00**
Vendor: 1381 - DOLPHIN RENTS INC					
100-1605-7732	DOLPHIN RENTS INC	City Picnic 9/24/22 Add'l Equipment Rental	01-210173-26		385.46
			Vendor 1381 - DOLPHIN RENTS INC Total:		**385.46**
Vendor: 0077 - DUARTE UNIFIED SCHOOL DISTRICT					
100-4408	DUARTE UNIFIED SCHOOL DISTR…	SBA/Nextel Lease 3/2023	R98244	250004 - Property Rent - Nextel…	1,924.53
			Vendor 0077 - DUARTE UNIFIED SCHOOL DISTRICT Total:		**1,924.53**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6366 - DUTHIE ELECTRIC SERVICE CORPORATION					
100-1410-8100	DUTHIE ELECTRIC SERVICE COR...	10% Deposit-Emergency Generator Replace/Install	E111249		31,236.42
			Vendor 6366 - DUTHIE ELECTRIC SERVICE CORPORATION Total:		**31,236.42**
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	3/2023		566.00
				Vendor 1533 - EFREN CASTRO Total:	**566.00**
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		476.29
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**5,472.50**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	4480		63.00
100-1605-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	4480		18.90
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	5304		30.00
100-1205-7781	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	5304		36.00
100-1410-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	5304		6.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**153.90**
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	8-042-43317		64.76
				Vendor 0087 - FEDEX Total:	**64.76**
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 2/1/23 - 2/28/23	4673044861		1,165.00
				Vendor 6181 - GOOGLE LLC Total:	**1,165.00**
Vendor: 1092 - GRAINGER					
100-1410-7980	GRAINGER	Bike Trail Drinking Fountain	9613880583		5,616.82
				Vendor 1092 - GRAINGER Total:	**5,616.82**
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Gold Foil Masters-Business Cards	112491		694.58
100-1825-7613	GRAND PRINTING INC	Business Cards-D Vaillancourt/J Schulz	112496		192.72
				Vendor 5340 - GRAND PRINTING INC Total:	**887.30**
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	9612108		40.73
100-1205-7980	HOME DEPOT CREDIT SERVICES	Replacement Gloves (1307 Bloomdale)	5525383		27.53
100-1610-7618	HOME DEPOT CREDIT SERVICES	TC Utility Cart	3875144		179.01

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7618	HOME DEPOT CREDIT SERVICES	Employee Awards Dinner Supplies	9510618		30.80
100-1205-7887	HOME DEPOT CREDIT SERVICES	Misc Bolts	8526588		3.04
100-1410-7980	HOME DEPOT CREDIT SERVICES	Safety Gloves	3602486		54.99
100-1205-7614	HOME DEPOT CREDIT SERVICES	Office Supplies	1520949		6.55
100-1205-7980	HOME DEPOT CREDIT SERVICES	Evidence Bags (Tobacco Sting)	1535461	202105-Other Exp-Tobacco Gra…	6.55
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Hall Refrigerator Plus Warranty	5904068		2,667.87
100-1205-7613	HOME DEPOT CREDIT SERVICES	2165 Huntington Keys	3611164		38.26
				Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:	**3,055.33**
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Srvcs 3/2023	975107		1,723.28
				Vendor 6309 - INX BUILDING MAINTENANCE Total:	**1,723.28**
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	3/2023		218.00
				Vendor 3821 - JACQUELINE BURCKHARD Total:	**218.00**
Vendor: 6271 - JAVIER DJEU TENNIS					
100-1605-7736	JAVIER DJEU TENNIS	Instructor Fee-Tennis (Winter 2023)	0223		819.00
				Vendor 6271 - JAVIER DJEU TENNIS Total:	**819.00**
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	3/2023		435.00
				Vendor 0128 - JIM KIRCHNER Total:	**435.00**
Vendor: 6204 - JODY ERRANDI SCHULZ					
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	3/2023		75.00
				Vendor 6204 - JODY ERRANDI SCHULZ Total:	**75.00**
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	3/2023		435.00
				Vendor 0086 - JOHN FASANA Total:	**435.00**
Vendor: T4589 - KAREN NANONG					
100-2120	KAREN NANONG	ROP Bldg Rent Deposit Refund	R97966		150.00
				Vendor T4589 - KAREN NANONG Total:	**150.00**
Vendor: T4591 - LEONARDO GARCIA					
100-2120	LEONARDO GARCIA	ROP Bldg Rent Deposit Refund	R98137		150.00
				Vendor T4591 - LEONARDO GARCIA Total:	**150.00**
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2023 - 4/1/2023	80208		410.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 3/1/2023 - 4/1/2023	80209		384.00
				Vendor 5761 - LIFE STORAGE #530 Total:	**794.00**
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	3/2023		435.00
				Vendor 5060 - LINDA HENDERSON Total:	**435.00**
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Tobacco Enforcement 1/2023	232151DL	202105-Contract Law Enforcem…	955.04
				Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:	**955.04**
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	3/2023		75.00
				Vendor 0285 - MARGARET FINLAY Total:	**75.00**
Vendor: T4590 - MARTHA BARRIENTOS					
100-2120	MARTHA BARRIENTOS	SC Rent Deposit Refund	R97961		500.00
				Vendor T4590 - MARTHA BARRIENTOS Total:	**500.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4593 - MEGAN MOBERLY					
100-2026	MEGAN MOBERLY	Equipment Deposit Refund	2222023		25.00
				Vendor T4593 - MEGAN MOBERLY Total:	**25.00**
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	3/2023		566.00
				Vendor 1042 - MICHAEL TARR Total:	**566.00**
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY22 Single Audit	13559		3,500.00
				Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:	**3,500.00**
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	3/2023		12,881.37
				Vendor 2461 - MVP, LLC Total:	**12,881.37**
Vendor: T4594 - NATALIE STEPANIAN					
100-2026	NATALIE STEPANIAN	Equipment Deposit Refund	2222023		25.00
				Vendor T4594 - NATALIE STEPANIAN Total:	**25.00**
Vendor: 0421 - NATIONAL BAND & TAG CO					
100-1205-7780	NATIONAL BAND & TAG CO	2024 Dog Tags	206641		884.64
				Vendor 0421 - NATIONAL BAND & TAG CO Total:	**884.64**
Vendor: 0716 - NATIONAL LEAGUE OF CITIES					
100-1025-7702	NATIONAL LEAGUE OF CITIES	Member Dues 4/1/2023 - 3/30/2024	182119		2,064.00
				Vendor 0716 - NATIONAL LEAGUE OF CITIES Total:	**2,064.00**
Vendor: 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP					
100-1810-7673	OCCUPATIONAL HEALTH CENTE...	UDS/BAT Alcohol Test 2/17/2023	78355371		146.00
				Vendor 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP Total:	**146.00**
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 2/2023	3058831		150.00
				Vendor 6280 - ONLY CREMATIONS FOR PETS Total:	**150.00**
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	3/2023		76.92
				Vendor 1197 - PAMELA ROMERO Total:	**76.92**
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 2/2023	122528	202219-CalRecycle SB1383-Was...	2,622.50
				Vendor 6372 - R3 CONSULTING GROUP Total:	**2,622.50**
Vendor: 6474 - RAMON YOUNG					
100-1605-7733	RAMON YOUNG	SC Pickleball Workshop 3/19/2023 & 3/26/2023	1005		180.00
				Vendor 6474 - RAMON YOUNG Total:	**180.00**
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 1/2023	6018628		70.00
				Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:	**70.00**
Vendor: T4597 - REYNALDO BALANGUE					
100-4302	REYNALDO BALANGUE	Citation Refund	D111577		358.00
				Vendor T4597 - REYNALDO BALANGUE Total:	**358.00**
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Project 1/2023	33237	202102-Cap Improv-CH CDBG ...	120.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 1/2023	33253		800.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 1/2023	33254		3,520.00
100-1405-7967	RKA CONSULTING GROUP	PW Inspection-Highland/Huntington 1/2023	33255		120.00

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 1/2023	33256	202118-ATP Cycle 4-City Engine…	5,200.00
				Vendor 0904 - RKA CONSULTING GROUP Total:	**9,760.00**
Vendor: T4592 - ROBERT BUJANDA					
100-2026	ROBERT BUJANDA	Equipment Deposit Refund	2222023		25.00
				Vendor T4592 - ROBERT BUJANDA Total:	**25.00**
Vendor: 6293 - RODOLFO CARDENAS					
100-1605-7733	RODOLFO CARDENAS	SC Entertainment DJ	3/23/2023		175.00
				Vendor 6293 - RODOLFO CARDENAS Total:	**175.00**
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY23 Q3 Dues	FY23 Q3		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz FY23 Q3 Dues	FY23 Q3		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan FY23 Q3 Dues	FY23 Q3		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY23 Q3 Dues	FY23 Q3		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY23 Q3 Dues	FY23 Q3		240.00
				Vendor 0076 - ROTARY CLUB OF DUARTE Total:	**940.00**
Vendor: 4142 - RUDY'S PLUMBING INC					
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing-City Hall Drinking Fountain	9072		130.00
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing/Repair-Teen Ctr	9074		430.69
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing/Repair-Otis Gordon Park	9077		1,857.08
				Vendor 4142 - RUDY'S PLUMBING INC Total:	**2,417.77**
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	Land Value Holdings Litigation 11/2022	952797		1,479.10
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 1/2023	952798		400.00
100-1015-7686	RUTAN & TUCKER LLP	Telecommunications Legal 1/2023	952799		528.00
100-1015-7686	RUTAN & TUCKER LLP	Esperanza Legal 1/2023	952800		1,340.00
100-1015-7686	RUTAN & TUCKER LLP	Mel Cyn Eminent Domain Legal 1/2023	953219		2,855.69
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 1/2023	953227		8,145.80
				Vendor 0196 - RUTAN & TUCKER LLP Total:	**14,748.59**
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	3/2023		75.00
				Vendor 5263 - SAMUEL KANG Total:	**75.00**
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE …	Animal Shelter Services 3/2023	3/2023D		5,166.67
				Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:	**5,166.67**
Vendor: T4595 - SANDRA VALENZUELA					
100-2026	SANDRA VALENZUELA	Equipment Deposit Refund	2222023		25.00
				Vendor T4595 - SANDRA VALENZUELA Total:	**25.00**
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 1/2023	31004		2,485.80
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 1/2023	31004		346.50
100-1015-7684	SILVER & WRIGHT LLP	2165 Huntington Dr (Tobacco) Legal 1/2023	31004		282.60
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions 1/2023	31129		4,500.00
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prsecutions Cost 1/2023	31131		15.07
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions 2/2023	31171		4,500.00
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 2/2023	31190		15.30
100-1015-7684	SILVER & WRIGHT LLP	2165 Huntington Dr Legal 2/2023	31190		474.38

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 2/2023	31190		993.60
				Vendor 5441 - SILVER & WRIGHT LLP Total:	**13,613.25**
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1410-7630	SIMON EQUIPMENT RENTALS	Weed Mower Rental (Vacant Lots)	148624		148.54
				Vendor 0206 - SIMON EQUIPMENT RENTALS Total:	**148.54**
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	0241		23.96
				Vendor 0209 - SMART & FINAL Total:	**23.96**
Vendor: 2688 - STAPLES ADVANTAGE					
100-1205-7614	STAPLES ADVANTAGE	PS Office Supplies	3530531764		171.75
100-1205-7694	STAPLES ADVANTAGE	PS Commission Supplies	3530531764		24.35
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	3530531764		147.15
100-1205-7694	STAPLES ADVANTAGE	Public Safety Commission Supplies	3530705926		45.73
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3530705927		10.45
100-1205-7694	STAPLES ADVANTAGE	Public Safety Commission Supplies	3530844068		67.45
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3532130435		73.83
				Vendor 2688 - STAPLES ADVANTAGE Total:	**540.71**
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	3/2023		435.00
				Vendor 0083 - STEVE ESBENSHADE Total:	**435.00**
Vendor: 5675 - SULLY-MILLER CONTRACTING CO					
100-1410-7900	SULLY-MILLER CONTRACTING CO	Emergency Clean Up-Mel Cyn/Brookridge 1/12/2023	1	202315-Flood Response,Emerg...	10,182.24
100-1410-7900	SULLY-MILLER CONTRACTING CO	Remove Dirt/Debris-Melcanyon 1/13/2023	2	202315-Flood Response,Emerg...	7,293.67
100-1410-7900	SULLY-MILLER CONTRACTING CO	Equipment Delivery & Pickup 1/1223 - 1/18/23	4	202315-Flood Response,Emerg...	1,382.40
100-1410-7900	SULLY-MILLER CONTRACTING CO	Haul of Dirt Spoils 2/13/2023	3	202315-Flood Response,Emerg...	8,674.61
				Vendor 5675 - SULLY-MILLER CONTRACTING CO Total:	**27,532.92**
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 2/8/23	SA-30790		160.00
				Vendor 1610 - SUNWEST ENGINEERING Total:	**160.00**
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	3/2023		75.00
				Vendor 6457 - TERA MARTIN DEL CAMPO Total:	**75.00**
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	3/2023		566.00
				Vendor 3904 - TERESA RENTERIA Total:	**566.00**
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Cloud Connect SIP & E911 Bundle 3/2023	20473		316.25
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 3/2023	20474		653.29
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2023	20475		464.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 3/2023	20476		652.74
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2023	20477		608.30
				Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:	**2,694.78**
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC "Goldfinger" Screening/Presentation	3/16/2023		150.00
				Vendor 5544 - THEODORE SIEGEL Total:	**150.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 2/1/2023 - 2/28/2023	847927197		187.49
			Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:		**187.49**
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	3/2023		75.00
				Vendor 6100 - TONEY LEWIS Total:	**75.00**
Vendor: 5984 - TOWN SQUARE PUBLICATIONS LLC					
100-1020-7980	TOWN SQUARE PUBLICATIONS ...	Senior Benefits Ad	243196		1,995.00
			Vendor 5984 - TOWN SQUARE PUBLICATIONS LLC Total:		**1,995.00**
Vendor: 4484 - U.S. BANK					
100-1005-7980	U.S. BANK	DashPass 2/5/2023 - 3/5/2023 (DoorDash)	02272023ME		9.99
100-1020-7716	U.S. BANK	Citywide Special Event Music License Fee (SESAC)	02272023ME		553.00
100-1020-7716	U.S. BANK	Citywide Special Event Music License Fee (BMI)	02272023ME		421.00
100-1020-7716	U.S. BANK	Dry Clean Santa Suit (Nature's Cleaners)	02272023ME		50.00
100-1020-7980	U.S. BANK	Employee Recognition Dinner (Smart & Final)	02272023ME		4.49
100-1605-7610	U.S. BANK	M Enriquez JPIA Risk Mgmt 1/23/23 (Allegretto)	02272023ME		43.28
100-1605-7610	U.S. BANK	Risley/Perez Playground Safety Inspector Course	02272023ME		1,300.00
100-1605-7614	U.S. BANK	Office Supplies (Amazon)	02272023ME		69.73
100-1605-7614	U.S. BANK	Printer Toner (Amazon)	02272023ME		475.18
100-1605-7614	U.S. BANK	Office Pens (Amazon)	02272023ME		42.70
100-1605-7693	U.S. BANK	MYC Dinner 2/6/2023 (VJS Burgers)	02272023ME		198.95
100-1605-7730	U.S. BANK	2023 Eggfest Easter Eggs (Oriental Trading Co)	02272023ME		312.92
100-1605-7730	U.S. BANK	Cesar Chavez Volunteer Hats (4Imprint)	02272023ME		165.10
100-1605-7733	U.S. BANK	SC Piano Cover (Amazon)	02272023ME		58.31
100-1605-7733	U.S. BANK	Return-SC Valentine Supplies (Amazon)	02272023ME		-44.09
100-1605-7733	U.S. BANK	SC Megan Moberly Farewell (Porto's)	02272023ME		192.62
100-1605-7735	U.S. BANK	TC Stopwatches/Scoreboard/Whistles (Amazon)	02272023ME		42.29
100-1605-7737	U.S. BANK	Deposit-Adult Excursion 6/1/2023 (Las Brisas Rest)	02272023ME		525.00
100-1605-7737	U.S. BANK	Adult Excursion Tickets 2/2/2023 (The Broad)	02272023ME		450.00
100-1605-7745	U.S. BANK	Sal Hernandez 2023 USA Boxing Membership	02272023ME		122.00
100-1605-7745	U.S. BANK	2023 Duarte Boxing Club Membership (USA Boxing)	02272023ME		205.00
100-1605-7745	U.S. BANK	Luis Valenzuela 2023 USA Boxing Membership	02272023ME		122.00
100-1605-7980	U.S. BANK	Staff Lunch 2/14/2023 (Papa John's)	02272023ME		83.46
100-1605-7980	U.S. BANK	Staff Treats (See's Candies)	02272023ME		19.50
100-1605-7980	U.S. BANK	Valentines Balloons/Decor (Winner Party)	02272023ME		33.30
100-1610-7618	U.S. BANK	TC Helium Regulator (Amazon)	02272023ME		29.76
100-1610-7618	U.S. BANK	Council Meeting Drinks (Walmart)	02272023ME		25.75
100-1610-7618	U.S. BANK	Facility Maint Large Thermostat Guard (Amazon)	02272023ME		24.24

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7618	U.S. BANK	Facility Maint Lightbulbs (Amazon)	02272023ME		220.45
100-1405-7610	U.S. BANK	Interview Panel Breakfast (Dunkin Donuts)	2272023CH		13.99
100-1405-7610	U.S. BANK	Interview Panel Lunch 2/9/23 (Heemo Sushi)	2272023CH		221.06
100-1405-7612	U.S. BANK	Lg Data File Transfer (Hightail)	2272023CH		15.99
100-1405-7614	U.S. BANK	(2) Rolling Storage File (Amazon)	2272023CH		111.72
100-1410-7610	U.S. BANK	Lamberto Flores PAPA Conf Hotel (Pechanga)	2272023CH		423.36
100-1410-7610	U.S. BANK	Gerard Batista PAPA Conf Hotel (Pechanga)	2272023CH		423.36
100-1410-7621	U.S. BANK	Field Srvcs Work Gloves (Amazon)	2272023CH		97.02
100-1410-7980	U.S. BANK	Refund-American Flag (Amazon)	2272023CH		-26.65
100-1410-7980	U.S. BANK	American Flags/Poles (Amazon)	2272023CH		3,539.79
100-1005-7614	U.S. BANK	Council Member Signature Stamps (Stamp Out)	2272023DJ		128.38
100-1005-7643	U.S. BANK	Vinh Truong ICSC Membership	2272023DJ		125.00
100-1005-7643	U.S. BANK	Vinh Truong ICSC Conference 5/21-23/2023	2272023DJ		795.00
100-1005-7644	U.S. BANK	Jody Schulz Duarte Shirt/Jacket (J & J Sports)	2272023DJ		78.28
100-1010-7610	U.S. BANK	Annette Juarez CCAC Conference 4/11-14/2023	2272023DJ		575.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	2272023DJ		18.00
100-1010-7614	U.S. BANK	Annette Juarez Standing Desk Riser (Varidesk)	2272023DJ		176.39
100-1010-7980	U.S. BANK	2023 State of Communication Webinar Reg (CAPIO)	2272023DJ		45.00
100-1010-7980	U.S. BANK	West Covina Centinnial Dinner Table 2/16/2023	2272023DJ		450.00
100-1020-7712	U.S. BANK	Spotify Subscription	2272023DJ		9.99
100-1020-7980	U.S. BANK	Website Award Nomination Entry (NAGC)	2272023DJ		290.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conference 5/21-23/2023	2272023DJ		795.00
100-1405-7612	U.S. BANK	Craig Hensley ICSC Membership	2272023DJ		125.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud 2/13/23 - 3/12/23	2272023KP		34.99
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Restaurant Depot)	2272023KP		378.54
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Party City)	2272023KP		34.18
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Smart & Final)	2272023KP		116.80
100-1020-7980	U.S. BANK	Annual Awards Event 1/27/2023 (Trader Joes)	2272023KP		408.75
100-1205-7650	U.S. BANK	Vehicle #24 Tires (Mountain View Tire)	2272023KP		935.30
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 2/4/2023 - 3/3/2023	2272023KP		7.74
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 2/4/2023 - 3/3/2023	2272023KP		7.75
100-1805-7610	U.S. BANK	Kristen Petersen Mtg w/CC Member (Hope Village)	2272023KP		36.32
100-1805-7610	U.S. BANK	Kristen Petersen Chamber Meeting 3/6/23	2272023KP		65.00
100-1805-7612	U.S. BANK	Kristen Petersen CSMFO Dues	2272023KP		125.00
100-1805-7614	U.S. BANK	Office Supplies (Amazon)	2272023KP		109.94

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1810-7610	U.S. BANK	Kristen Petersen PELRA Training	2272023KP		49.00
100-1810-7614	U.S. BANK	HR File Cabinet (Amazon)	2272023KP		623.24
100-1815-7632	U.S. BANK	Finance Webinar 2/7/2023 - 3/6/2023 (Zoom)	2272023KP		80.00
100-1815-7632	U.S. BANK	Accessduarte.info 1 Yr Renewal (Network Solutions)	2272023KP		74.97
100-1815-7632	U.S. BANK	Adobe Creative Cloud 2/13/23 - 3/12/23	2272023KP		675.74
100-1825-7613	U.S. BANK	Copier Paper (Amazon)	2272023KP		57.54
100-1825-7626	U.S. BANK	Amazon Buisness Prime Renwal 1 Year	2272023KP		550.15
				Vendor 4484 - U.S. BANK Total:	**18,557.56**
Vendor: 6055 - VICTORIA ROCHA					
100-1825-7688	VICTORIA ROCHA	Used Oil Symposium Expense Reimbursement	2/7/23-2/11/23	202301/1825-7688/Exp-Used Oi..	618.56
				Vendor 6055 - VICTORIA ROCHA Total:	**618.56**
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	JPIA Conference Expense Reimbursement	10/5/22 - 10/7/22		41.89
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	3/2023		75.00
				Vendor 6196 - VINH TRUONG Total:	**116.89**
Vendor: 4413 - YOUNG REMBRANDTS					
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Drawing (Winter 2023)	95148		327.60
				Vendor 4413 - YOUNG REMBRANDTS Total:	**327.60**
				Fund 100 - GENERAL FUND Total:	**219,022.65**
Fund: 220 - GAS TAX FUN					
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2220-7980	JCL TRAFFIC SERVICES	Speed Trailer Rental (Greenbank 8/31-9/29/22)	116483		812.00
220-2220-7980	JCL TRAFFIC SERVICES	Speed Trailer Rental 11/29/22 - 12/28/22	117739		800.00
				Vendor 3957 - JCL TRAFFIC SERVICES Total:	**1,612.00**
				Fund 220 - GAS TAX FUN Total:	**1,612.00**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Sweeping 2/2023	203026		784.00
				Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:	**784.00**
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DEP...	New Traffice Signal @Circle Rd/Duarte Rd 1/2023	23021303889		321.32
240-2405-7890	COUNTY OF LOS ANGELES DEP...	KITS Monitoring 1/2023	23021303930		1,415.42
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Maintenance 1/2023	23021304198		2,678.06
				Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:	**4,414.80**
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair-Duarte Park	9073		204.87
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Aloysia Moore Park	9075		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair-Beardslee Park	9076		199.87
				Vendor 4142 - RUDY'S PLUMBING INC Total:	**534.74**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION					
240-2405-7877	STATE OF CALIFORNIA DEPT OF …	CalTrans Signal Maintenance 10/2022 - 12/2022	SL230485C		386.86
			Vendor 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION Total:		**386.86**
			Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:		**6,120.40**
Fund: 270 - PAEG - PUBLIC ACCESS					
Vendor: 6235 - AVIDEX INDUSTRIES LLC					
270-2705-8100	AVIDEX INDUSTRIES LLC	Converter for Podium Monitor	I149866		1,037.39
				Vendor 6235 - AVIDEX INDUSTRIES LLC Total:	**1,037.39**
				Fund 270 - PAEG - PUBLIC ACCESS Total:	**1,037.39**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		467.13
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		527.38
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 2/1/2023 - 2/28/2023	FBN4676831		615.05
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**1,609.56**
			Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:		**1,609.56**
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 6/2022	4480		107.10
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 1/2023	5304		30.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**137.10**
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	47th Installment of 3rd Bus 2/2023	SI009339		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 1/2023	SI009341		29,506.06
440-5004	FOOTHILL TRANSIT	Duarte Local Service 1/2023 (Farebox Revenue)	SI009341		-1,405.66
				Vendor 3192 - FOOTHILL TRANSIT Total:	**31,987.45**
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**32,124.55**
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	47th Installment of 3rd Bus 2/2023	SI009339		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 1/2023	SI009341		24,141.32
460-5004	FOOTHILL TRANSIT	Duarte Local Service 1/2023 (Farebox Revenue)	SI009341		-1,150.09
				Vendor 3192 - FOOTHILL TRANSIT Total:	**26,171.54**
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
460-4605-7788	INLAND EMPIRE STAGES LTD	Pala Casino Excursion Transportation 2/16/23	59059		1,612.80
				Vendor 1465 - INLAND EMPIRE STAGES LTD Total:	**1,612.80**
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**27,784.34**
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 5151 - CITY OF ARCADIA					
490-4905-7980	CITY OF ARCADIA	CIMP Implementation Year 3 of 5 Agreement	CIMP000062		79,910.32
				Vendor 5151 - CITY OF ARCADIA Total:	**79,910.32**
				Fund 490 - MEASURE W (WATER/STORMWATER) Total:	**79,910.32**
				Grand Total:	**369,221.21**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	219,022.65
220 - GAS TAX FUN	1,612.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	6,120.40
270 - PAEG - PUBLIC ACCESS	1,037.39
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,609.56
440 - PROPOSITION A TRANSIT FUND	32,124.55
460 - PROPOSITION C TRANSIT FUND	27,784.34
490 - MEASURE W (WATER/STORMWATER)	79,910.32
Grand Total:	**369,221.21**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7614	Office Supplies	128.38
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del …	75.00
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7643	Travel & Exp - Truong	1,036.89
100-1005-7644	Travel & Exp - Schulz	263.28
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	575.00
100-1010-7612	Publications and Dues	258.00
100-1010-7614	Office Supplies	176.39
100-1010-7980	Other Expenses	495.00
100-1015-7680	City Attorney Legal	8,145.80
100-1015-7682	Labor Counsel Legal	1,372.50
100-1015-7684	Code Enforcement Legal	13,613.25
100-1015-7686	Other Legal Services	6,602.79
100-1020-7712	Community Information (…	9.99
100-1020-7713	Historical Museum Bldg …	417.78
100-1020-7716	Special Community Events	1,024.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	3,227.76
100-1025-7702	Natn'L League Of Cities	2,064.00
100-1205-7612	Publications and Dues	480.00
100-1205-7613	Duplications And Photos	38.26
100-1205-7614	Office Supplies	262.58
100-1205-7650	Vehicle Maintenance	1,028.30
100-1205-7655	Emergency Services	187.49
100-1205-7694	Public Safety Commission	137.53
100-1205-7761	Parking Ticket Collect	3,643.69
100-1205-7762	Parking Pass Kiosk Costs	502.95
100-1205-7779	Youth Programs	849.10
100-1205-7780	Animal Control	6,226.31
100-1205-7781	Contract Law Enforcement	991.04
100-1205-7782	Crossing Guard Contract …	5,467.40
100-1205-7787	Public Safety Cntr Lease	12,881.37
100-1205-7887	Repairs & Replacements	3.04
100-1205-7980	Other Expenses	34.08
100-1205-8030	Other Equipment	108.03
100-1405-7610	Travel, Mtgs & Conf	1,030.05
100-1405-7612	Publications and Dues	140.99
100-1405-7614	Office Supplies	111.72
100-1405-7800	Building Department Serv…	794.00
100-1405-7801	Industrial Waste Inspecti…	1,893.57
100-1405-7965	Professional Services	9,000.00

Account Summary

Account Number	Account Name	Payment Amount
100-1405-7967	Public Works Inspections	120.00
100-1405-7969	City Engineer	9,520.00
100-1405-7980	Other Expenses	26.00
100-1405-8100	Other Capital Improveme…	120.00
100-1410-7610	Travel, Mtgs & Conf	846.72
100-1410-7621	Other Supplies	97.02
100-1410-7630	Equipment Rentals	148.54
100-1410-7650	Vehicle Maintenance	6.00
100-1410-7656	Emergency Generator	160.00
100-1410-7810	Street Sweeping	122.00
100-1410-7900	Emergency Cleanup/Main…	27,532.92
100-1410-7980	Other Expenses	9,225.68
100-1410-8100	Other Capital Improveme…	31,236.42
100-1415-7661	Other Serv-Sports Park	1,857.08
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	1,343.28
100-1605-7614	Office Supplies	587.61
100-1605-7650	Vehicle Maintenance	18.90
100-1605-7693	Youth Council	198.95
100-1605-7730	Special Events	478.02
100-1605-7732	City Picnic	385.46
100-1605-7733	Senior Center	719.58
100-1605-7735	Teen Center	74.00
100-1605-7736	Youth & Adult Recreation…	1,146.60
100-1605-7737	Adult Excursions	975.00
100-1605-7741	Sports/Playground Progr…	299.91
100-1605-7745	Boxing Program	449.00
100-1605-7980	Other Expenses	136.26
100-1610-7618	Building Supplies	5,635.49
100-1610-7652	Building Maint Services	5,499.46
100-1805-7610	Travel, Mtgs & Conf	101.32
100-1805-7612	Publications and Dues	125.00
100-1805-7614	Office Supplies	109.94
100-1805-7654	Audit Services	3,500.00
100-1810-7610	Travel, Mtgs & Conf	49.00
100-1810-7614	Office Supplies	623.24
100-1810-7673	Physical Exams	146.00
100-1815-7632	Software	1,995.71
100-1815-7821	Network & Internet Servi…	608.30
100-1815-7830	Telephone Services	2,086.48
100-1815-8011	Computer Equipment (Cap..	558.92
100-1825-7613	Duplications And Photos	1,091.99
100-1825-7626	Postage	614.91
100-1825-7630	Equipment Lease	1,721.46
100-1825-7631	Equipment Maintenance	607.60
100-1825-7674	Retiree Health Insurance	4,091.00
100-1825-7687	Waste Mgmt Services	2,622.50
100-1825-7688	Oil Recycling Grant	752.14
100-1830-8100	Vehicle Replacement (Cap…	5,472.50
100-2026	EE Equipment Deposit	100.00
100-2120	Refundable Deposits	1,300.00
100-2125	Metro Pass Through (TAP)	70.00
100-4302	Parking Citations	358.00
100-4408	Property Rental	1,924.53
100-4901	Plan Check Fees	3,597.00
220-2220-7980	Other Expenses	1,612.00
240-2405-7877	Electric-Traffic Signal	386.86
240-2405-7890	Repairs-Traffic Signal	4,414.80

Account Summary

Account Number	Account Name	Payment Amount
240-2410-7662	Other Serv-Citywide	534.74
240-2426-7810	Street Sweeping	784.00
270-2705-8100	Other Capital Improveme…	1,037.39
320-3205-8013	Vehicles (Capital)	1,609.56
440-4405-7650	Vehicle Maintenance	137.10
440-4405-7960	Foothill Transit Operations	29,506.06
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,405.66
460-4605-7788	Shuttle Services	1,612.80
460-4605-7960	Foothill Tranist Operations	24,141.32
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,150.09
490-4905-7980	Other Expenses	79,910.32
	Grand Total:	**369,221.21**

Project Account Summary

Project Account Key		Payment Amount
None		330,107.53
202102-Cap Improv-CH CDBG ADA Improvement		120.00
202105-Contract Law Enforcement		955.04
202105-Other Exp-Tobacco Grant		6.55
202118-ATP Cycle 4-City Engineer		5,200.00
202219-CalRecycle SB1383-Waste Mgmt Srvcs-FY24		2,622.50
202301/1825-7688/Exp-Used Oil Grant-OPP12-21-0016		752.14
202315-Flood Response,Emergency CleanUp,Mtn,K-rail		27,532.92
250004 - Property Rent - Nextel Rent (Otis Gordon)		1,924.53
	Grand Total:	**369,221.21**

City of Duarte

COMMUNITY DEVELOPMENT STATUS REPORT
March 2023

PROJECT/PROGRAM	STATUS
IN PROCESS	
Safe Routes to Schools Study	Staff is working with SCAG on a Safe Route to Schools Study. KOA, a traffic engineering firm is doing this study for SCAG. This is a grant based study and is being done at no cost to the City. **Public outreach is scheduled to begin in mid March. Final plan is scheduled to be delivered n November 2023.**
Recreation Trail Upgrades	Duarte was awarded a $1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. More to come soon.
Esperanza at Duarte Station (1700 Fasana Road)	MBK is building a 344-unit luxury apartment building; named Esperanza. Construction is progressing. **Leasing of first phase has started and is very successful.**
Solana at Duarte Station 1750 Fasana Road	MBK is building Solana, a 292-unit apartment. This building will also be the location of the "Duarte Station" sign that will be an icon, located on the roof of the building. **A 2024 completion is expected.**
City Hall Courtyard	Complete reconstruction of the City Hall Courtyard to bring the area up to ADA standards. The project is funded with a combination of CDBG funds and General Fund. **Final touches are being put on the project.**
San Gabriel Valley Regional Housing Trust	Staff is working with the San Gabriel Valley COG and the San Gabriel Valley Regional Housing Trust on a possible subsidized housing development in the City. The idea would be to develop one of the affordable housing sites listed in the most recent Housing Element with first priority being City-owned property. SCVGOG and SGVRHT have access to funding that assists in generating interest from developers.
Melcanyon Debris Basin	FEMA awarded the City a $1.2 million grant for the construction of a debris basin at the north end of Melcanyon Road. This will require a substantial City match, but it will address debris flow from the area that caused a significant mudflow problem a few years ago and still presents some risk. **Staff working on property acquisition with the City Attorney. The CEQA work is now in process.**
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking

PROJECT/PROGRAM	STATUS
	and construct workforce housing along Fasana Road at Highland Avenue. Metro has recently approved a proposal process for the property. Metro informed the City that an RFP will be issued and Developer selection may happen as early as Winter 2023.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Owners have shown positive interest. The Big Lots sale has gone through and Big Lots has closed. Staff is working, mostly with the new owners, to develop options for moving forward. Property owners are cooperating with the City on Code Enforcement issues. The City has hired an Architect and Engineer to develop a detailed concept plan for façade and parking lot upgrades to the center.
Highland Promenade	This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway. Staff is negotiating with the property owner for the additional right of way and final plans should be completed by Spring 2023. Staff discussed the right of way issue with Metro recently.
Evergreen Pedestrian Improvements	This project includes pedestrian sidewalk and lighting along the north side of Evergreen Street and a widening of the sidewalk on the west side of Highland Avenue under the 210 freeway underpass. This project is funded through an ATP cycle 4 grant. Staff and the design engineer are working on a bid set of plans that should be ready to go out to bid in April or May 2023.
<u>DEVELOPMENT</u>	
Wyndham Hawthorn Suites Hotel (1230 Huntington Drive)	This is a two-phase project with a total of 178 rooms with 72 in the first phase. The first plan check was returned to the Architect in early May 2022, and we await a resubmittal.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: Duarte Outpatient Clinic (DOC) is ready for permits. It is an 8 story, 350,000 square foot building; and several other upcoming projects. The City of Hope parking structure has won a couple of prestigious awards: National Parking Association (NPA) Innovative Sustainability Project of the Year 2022 and the IPMI Award of Excellence -Architectural Design.
Westminster Gardens	The owner Human Good has met with Staff over the past few months discussing a major amendment to the existing specific plan. The concept is to develop the corner of Huntington Drive and Santo Domingo with a mixed-use building and to expand the current Life Plan Community by at least 300 units. Staff

PROJECT/PROGRAM	STATUS
	recently met with Human Good team and is getting a proposal for third party EIR preparation. **Application filed for a restoration of Morrison House. This project will start prior to the Specific Plan. Environmental work and an historical analysis are now in process.**
Rancho Duarte Golf Course	The current owner of the golf course has an agreement with a prospective buyer that would like to redevelop the golf course. A Study Session with City Council is scheduled for March 14. It will allow the developer to provide a brief overview of one option for redevelopment of the property.
Andres Duarte School	The School District has issued an RFP for development of the entire Andres Duarte school site property (about 13 acres). The property has a general plan and zoning of Public Facilities so any development of the property will require City Council approval. As the process progresses, Staff will keep the Council informed.
PUBLIC WORKS	
Huntington/ Highland Signal Upgrade	This improvement will add left turn signal north and south bound, extend the westbound Huntington Drive turn pocket and remove unused westbound turn pocket. Construction is in process. Median redesign work is completed. **There has been a major delay in receiving the signal poles that will put off instalation to Summer 2023.**
Curb Numbers	**The curb number contract is up for Council approval on February 14. Work is underway.**
Encanto Park Infiltration Project	In feasibility and early design phase. Initial plan is to locate structure in park area under soccer field and permeable paving will be installed in parking lot area. However, cost for initial design exceeds estimate so a redesign may be needed.
Annual Concrete Repair	The annual repair of damaged sidewalks and other concrete is scheduled to begin in the next few weeks.
Annual Pavement Repair	The annual repair of street asphalt (e.g. pot holes and trench repairs) is scheduled to begin in the next few weeks.
Annual Striping and Marking	The annual project to strip lane lines, crosswalks and other street markings is scheduled to begin in the next few weeks.

City of Duarte

PARKS AND RECREATION
STATUS REPORT
March 2023

PROJECT/PROGRAM	STATUS
PARKS & TRAILS	
Bringing it Back to the Basics of Pickleball Workshop at Duarte Sports Park	This month, the Department is offering two workshops on the fastest growing sport in the US and Canada, Pickelball. Our "Bringing it Back to the Basics of Pickleball Workshop" will be facilitated by certified instructor Ramon Young on Sunday, March 19 and March 26 starting at 9:30 AM at Duarte Sports Park. Each workshop has a registration fee of $5 and is open to individuals 13 years of age and older, at all levels. To register, visit accessduarte.com/parks-and-recreation and then click on "Register for Classes."
YOUTH AND SENIOR PROGRAMS	
Spring Recreation Classes Registration	Registration for the Department's spring recreational classes begins Monday, March 13. To view the full list of this upcoming season's offerings or register for a class, visit accessduarte.com and then click on the "City News" icon, at the top of the webpage.
Spring Day Camp	This spring break, April 2 – 7, the Department is offering a safe, supervised, and kid-friendly day camp program at Royal Oaks Park. Each day, camp will be filled with fun recreational activities such as games, crafts, & sports. For families' convenience, a weekly registration rate is available, in addition to daily rates. For more information or to register, visit accessduarte.com, and then click on "Parks & Recreation/Pool" icon, followed by "Register for Classes."
Duarte 66ers Opening Day	All baseball fans, come root on our very own senior softball team, the Duarte 66ers, at their first game of the season! Opening Day will take place on Thursday, March 23 at Otis Gordon Sports Park – 2340 Central Avenue, with ceremonial festivities starting at 9:15 AM, and official game time set for 9:45 AM.
SPECIAL EVENTS	
Cesar Chavez Day of Service 2023	Join us as we commemorate the life and legacy of civil-rights leader Cesar Chavez through a day of service here in Duarte on Saturday, March 25 from 9 AM to 1 PM. Registered volunteers will devote their morning to a beautification project on the Westminster Gardens campus. To volunteer, register at accessduarte.com, and then click on "Parks & Recreation/Pool" icon, followed by "Register for Classes," to complete your participant registration today. Registration includes a continental breakfast and lunch.

Underwater Egg Hunt	Come jump in the Duarte Pool on Sunday, April 2 at 2:30 PM for the Department's annual Underwater Egg Hunt! After the hunt, broken down per age groups, stay for open recreation swim, craft stations, and photos with the Easter Bunny. Egg hunts are intended for youth ages 4 - 13. Event fee is $3 for residents and $5 for non-residents. Note, registration deadline is Friday, March 31.
EGGFEST 2023	The Department invites residents to hop on over to Duarte EGGFEST 2023. This free, springtime annual event will happen at Encanto Park on Saturday, April 8 at 10 AM. The event will include an egg hunt with thousands of eggs, promptly at 10:15 AM, for youth ages 3 – 10. Following the hunt, families can participate in our arts & crafts stations, inflatable attractions, Bubblemania station, a petting zoo, and photos with the Easter Bunny.

Agenda Item: 7G

CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	March 14, 2023
TO:	Mayor and Members of the City Council
FROM:	Manuel Enriquez, Director of Parks and Recreation
SUBJECT:	Amended Professional Services Agreement with LPA for Fitness Center and Aquatic Preliminary Assessment
RECOMMENDATION:	It is recommended that the City Council authorize the City Manager to execute this amended Professional Services Agreement with LPA for an Aquatic Preliminary Assessment at the Fitness Center, as previously ratified at the City Council Meeting held on January 24, 2023.
FISCAL IMPACT:	No additional fiscal impact from the previously approved budget amendment of $30,000 from the General Fund (100-1605-7965).

BACKGROUND

At the City Council Meeting on January 24, 2023, City Council unanimously approved the City Manager to execute a Professional Services Agreement with LPA for an Aquatic Preliminary Assessment at the Fitness Center. The scope of services includes a thorough preliminary assessment of all aquatic amenities at the Fitness Center facility including potential options for the general replacement of the existing pool deck, code decencies, ADA site improvements, and construction cost estimates.

DISCUSSION/ANALYSIS

Following Council approval of the original agreement, LPA's legal team proposed some modified language for their agreement, specifically in section IX – Indemnification and Defense. That prompted city staff, the City's Attorney, and LPA to convene to discuss their agreement at length. Based on the contractor's proposed recommendations and risk of liability to the City, amendments have been made to the original agreement with LPA for an Aquatic Preliminary Assessment at the Fitness Center and reviewed and approved by the City's Attorney.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to execute this amended Professional Services Agreement with LPA for an Aquatic Preliminary Assessment at the Fitness Center, as previously ratified at the City Council Meeting held on January 24, 2023.

FISCAL IMPACT

No additional fiscal impact from the previously approved budget amendment of $30,000 from the General Fund (100-1605-7965).

ATTACHMENT

Amended Professional Services Agreement with LPA

CITY OF DUARTE
PROFESSIONAL SERVICE AGREEMENT FOR NON-CONSTRUCTION PROJECT

This PROFESSIONAL SERVICE AGREEMENT (PSA) FOR NON-CONSTRUCTION PROJECT (“AGREEMENT”), is made and effective as of ___________2023, between the ("CITY") City of Duarte, a municipal corporation and LPA, Inc., a corporation, ("CONSULTANT"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. <u>TERM</u>

This AGREEMENT shall commence on __________2023 and shall remain and continue in effect until tasks described herein are completed, but in no event later than May 31, 2023, unless sooner terminated pursuant to the provisions of this AGREEMENT.

II. <u>SERVICES</u>

CONSULTANT shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. CONSULTANT shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. To the extent that Exhibit A is a proposal from CONSULTANT, such proposal is incorporated only for the description of the scope of services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to in writing.

III. <u>PERFORMANCE</u>

CONSULTANT shall at all times faithfully, competently, and using his/her experience and talent, perform all tasks described herein. CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of CONSULTANT hereunder in meeting its obligations under this AGREEMENT.

IV. <u>CITY MANAGEMENT</u>

City’s Director of Parks & Recreation shall represent CITY in all matters pertaining to the administration of this AGREEMENT, review and approval of all products submitted by CONSULTANT, but not including the authority to enlarge the Tasks to Be Performed or change the compensation due to CONSULTANT. City’s City Manager shall be authorized to act on CITY's behalf and to execute all necessary documents which enlarge the Tasks to Be Performed or change CONSULTANT's compensation, subject to Section 5 hereof.

V. PAYMENT

A. The CITY agrees to pay CONSULTANT in accordance with the compensation for the scope of services and upon receipt of invoice as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed thirty-nine thousand dollars ($39,000.00) for the total term of the AGREEMENT unless additional payment is approved as provided in this AGREEMENT.

B. CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City City Manager. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by City City Manager and CONSULTANT at the time CITY's written authorization is given to CONSULTANT for the performance of said services. The City Manager may approve additional work not to exceed ten percent (10%) of the amount of the AGREEMENT, but in no event shall such sum exceed twenty-five thousand dollars ($25,000.00). Any additional work in excess of this amount shall be approved by the Duarte City Council.

C. CONSULTANT will submit invoices for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the CITY disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice therefore.

VI. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

A. The CITY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon the CONSULTANT at least ten (10) days prior written notice. Upon receipt of said notice, the CONSULTANT shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If the CITY suspends or terminates a portion of this AGREEMENT such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.

B. In the event this AGREEMENT is terminated pursuant to this Section, the CITY shall pay to CONSULTANT the actual value of the work performed up to the time of termination, provided that the work performed is of value to the CITY. Upon termination of the AGREEMENT pursuant to this

Section, the CONSULTANT will submit an invoice to the CITY pursuant to Section 5.

VII. DEFAULT OF CONSULTANT

A. The CONSULTANT's failure to comply with the provisions of this AGREEMENT shall constitute a default. In the event that CONSULTANT is in default for cause under the terms of this AGREEMENT, CITY shall have no obligation or duty to continue compensating CONSULTANT for any work performed after the date of default and can terminate this AGREEMENT immediately by written notice to the CONSULTANT. If such failure by the CONSULTANT to make progress in the performance of work hereunder arises out causes beyond the CONSULTANT's control, and without fault or negligence of the CONSULTANT, it shall not be considered a default.

B. If the City Manager or his/her designee determines that the CONSULTANT is in default in the performance of any of the terms or conditions of this AGREEMENT, he/she shall cause to be served upon the CONSULTANT a written notice of the default. The CONSULTANT shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the CONSULTANT fails to cure its default within such period of time or fails to present the CITY with a written plan for the cure of the default, the CITY shall have the right, notwithstanding any other provision of this AGREEMENT, to terminate this AGREEMENT without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this AGREEMENT.

VIII. OWNERSHIP OF DOCUMENTS

A. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CITY that relate to the performance of services under this AGREEMENT. CONSULTANT shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. CONSULTANT shall provide free access to the representatives of CITY or its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years following project termination or completion.

B. Upon completion of, or in the event of termination or suspension of this AGREEMENT and upon payment in full to CONSULTANT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT, other than pre-existing intellectual property or standard details, shall become the sole property of the CITY and may be used, reused, or otherwise disposed of by the CITY without the permission of the CONSULTANT. With respect to computer files, CONSULTANT shall make available to the CITY, at the CONSULTANT's office and upon reasonable written request by the CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. CONSULTANT hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by CONSULTANT in the course of providing the services under this AGREEMENT. CITY shall release and indemnify CONSULTANT from any liabilities arising from CITY's reuse of CONSULTANT's documents where the CITY does not engage CONSULTANT.

IX. INDEMNIFICATION AND DEFENSE

A. Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any City or individual that CONSULTANT shall bear the legal liability thereof) in the performance of services under this AGREEMENT. CONSULTANT's duty to indemnify and hold harmless CITY shall not extend to the CITY's sole or active negligence.

B. Duty to defend

In the event the CITY, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this AGREEMENT, and upon demand by CITY, CONSULTANT shall, for claims other than those based on professional errors or omissions, defend the CITY at CONSULTANT's cost or at CITY's option, to reimburse CITY for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT's negligent acts, errors or omissions. Payment by CITY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and CITY, as to whether liability arises from the sole or active negligence of the CITY or its officers, employees, or agents, CONSULTANT will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating the CITY as solely or actively negligent.

CONSULTANT will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation.

CONSULTANT's obligation to indemnify for professional errors or omissions does not include the obligation to defend actions or proceedings brought against the Indemnified Parties but rather to reimburse the CITY as damages for attorneys' fees and legal costs incurred in defending such actions or proceedings to the extent actually caused by CONSULTANT in direct proportion to the CONSULTANT's proportionate percentage of fault which will be determined, as applicable, by a court of law, jury, or arbitrator.

X. INSURANCE

CONSULTANT shall maintain prior to the beginning of and for the duration of this AGREEMENT insurance coverage as specified in Exhibit C attached to and part of this AGREEMENT.

XI. INDEPENDENT CONSULTANT

A. CONSULTANT is and shall at all times remain as to the CITY a wholly independent consultant and/or independent contractor. The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. Neither CITY nor any of its officers, employees, or agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's officers, employees, or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the CITY. CONSULTANT shall not incur or have the power to incur any debt, obligation, or liability whatever against CITY, or bind CITY in any manner.

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

XII. LEGAL RESPONSIBILITIES

The CONSULTANT shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this AGREEMENT. The CONSULTANT shall at all times observe and comply with all such laws and regulations. The CITY, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the CONSULTANT to comply with this Section.

XIII. UNDUE INFLUENCE

CONSULTANT declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the CITY in connection with the award, terms or implementation of this AGREEMENT, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the CITY has or will receive compensation, directly or indirectly, from CONSULTANT, or from any officer, employee or agent of CONSULTANT, in connection with the award of this AGREEMENT or any work to be conducted as a result of this AGREEMENT. Violation of this Section shall be a material breach of this AGREEMENT entitling the CITY to any and all remedies at law or in equity.

XIV. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

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

XV. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

A. All information gained by CONSULTANT in performance of this AGREEMENT shall be considered confidential and shall not be released by CONSULTANT without CITY's prior written authorization. CONSULTANT, its officers, employees, agents, or subconsultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this AGREEMENT or relating to any project or property located within the CITY. Response to a subpoena or court order shall not be considered "voluntary" provided CONSULTANT gives CITY notice of such court order or subpoena.

B. CONSULTANT shall promptly notify CITY should CONSULTANT, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request (“Discovery”), court order, or subpoena from any person or party regarding this AGREEMENT and the work performed there under or with respect to any project or property located within the CITY, unless the CITY is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless CONSULTANT is prohibited by law from informing the CITY of such Discovery. CITY retains the right, but has no obligation, to represent CONSULTANT and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless CITY is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to CONSULTANT in such proceeding, CONSULTANT agrees to cooperate fully with CITY and to provide the opportunity to review any response to discovery requests provided by CONSULTANT. However, CITY's right to review any such response does not imply or mean the right by CITY to control, direct, or rewrite said response.

XVI. NOTICES

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

To CITY:

City of Duarte
1600 Huntington Drive
Duarte, CA 91010
Attention: Director of Parks & Recreation

To CONSULTANT:

LPA
5301 California Avenue, Suite 100
Irvine, CA 92617
Attention: Director of Sport + Recreation

XVII. ASSIGNMENT

The CONSULTANT shall not assign the performance of this AGREEMENT, nor any part thereof, nor any monies due hereunder, without prior written consent of the CITY. Because of the personal nature of the services to be rendered pursuant to this AGREEMENT, only CONSULTANT shall perform the services described in this AGREEMENT. Before retaining or contracting with any CONSULTANT for any services under this AGREEMENT, CONSULTANT shall provide CITY with the identity of the proposed CONSULTANT, a copy of the proposed written contract between CONSULTANT and such sub-consultant which shall include and indemnity provision similar to the one provided herein and identifying CITY as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed sub-consultant carries insurance at least equal to that required by this AGREEMENT or obtain a written waiver from CITY for such insurance.

XVIII. LICENSES

At all times during the term of this AGREEMENT, CONSULTANT shall have in full force and effect, all licenses required of it by law for the performance of the services described in this AGREEMENT.

XIX. GOVERNING LAW

The CITY and CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this AGREEMENT and also govern the interpretation of this Agreement. Any litigation concerning this AGREEMENT shall take place in the municipal, superior, or federal district court with jurisdiction over the CITY.

XX. ENTIRE AGREEMENT

This AGREEMENT contains the entire understanding between the parties relating to the obligations of the parties described in this AGREEMENT. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this AGREEMENT or with respect to the terms and conditions of this AGREEMENT, are merged into this AGREEMENT and shall be of no further force or effect. Each party is entering into this AGREEMENT based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

XXI. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this AGREEMENT on behalf of CONSULTANT warrants and represents that he/she has the authority to execute this AGREEMENT on behalf of the CONSULTANT and has the authority to bind CONSULTANT to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

CONSULTANT

By:____________________
(Signature)

____
(Typed Name)

____
(Title)

City of Duarte
A Municipal Corporation

____
City Manager

ATTEST:

____
City Clerk

APPROVED AS TO FORM:
City Attorney

By: ______________________

Attachments:	Exhibit A	Scope of Services
	Exhibit B	Payment Schedule
	Exhibit C	Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

LPA

SCOPE OF SERVICES

CITY OF DUARTE
CITY AQUATIC FACILITY
PRELIMINARYASSESSMENT
1/3/2023 REVISED

Date	January 3, 2023 Revised
Client	City of Duarte
Contact	Mr. Manuel Enriquez Parks and Recreation Director City of Duarte menriquez@accessduarte.com D: (626) 386-6803 C: (626) 252-8481
Project	City Aquatic Facility Preliminary Assessment
Location	City Aquatic Facility xxx
Architect	LPA, Inc. "LPA"
Contact	Arash Izadi, ASLA, LEED AP Director of Sport + Recreation 5301 California Ave. Suite 100 Irvine, CA. 92617 aizadi@lpadesignstudios.com (949) 701-4059

PROPOSAL FOR SERVICES

The following will clarify the Scope of Services to describe the work and documentation of The Project and associated fees.

The City of Duarte has experienced ongoing issues related to the pool deck including visible failures of past surface applied treatments. These failures may necessitate a replacement of the overall deck. Due to the age and condition of the overall facility and potential code related deficiencies and or changes, the City has requested LPA provide a limited preliminary assessment of the pool facility to assist in preliminary planning of future improvements and/or mitigation.

As the City has limited funds available, the assessment requested is limited and general in nature. It is not intended to identify program deficiencies, or all facility needs, concerns, or requirements. The primary focus will be the pool deck and potential code or ADA improvements that may be appropriate or required. Where feasible, the existing City ADA report will be utilized to help inform any applicable deficiencies.

SCOPE OF WORK (BASIC SERVICES)

0 - GENERAL

During the project, certain activities occur in each phase. These activities, described below, are non-sequential and may not be applicable to all phases of the project. These activities include:

0.01 Project Administration services including:

- .01 Initial consultation in development of the Project.
- .02 Preparation of compensation estimates and professional services agreement(s).
- .03 Project-related research.
- .04 Conferences.
- .05 Communications.
- .06 Travel time.
- .07 Direction of the work of in-house personnel.

0.02 Disciplines/Consultant Coordination/Document Checking services consisting of:

- .01 Coordination between LPA's work and the work of other involved disciplines/consultants for the Project.
- .02 Review and checking of documents prepared for the Project.

0.03 Agency Consulting/Review/Approval services including:

- .01 Research of critical applicable regulations.

0.04 City-Supplied Data Coordination services including:

- .01 Review and coordination of data furnished for the Project as a responsibility of the City.

1 – PRELIMINARY ASSESSMENT SERVICES

In the Preliminary Assessment Phase, LPA, INC. shall provide those services necessary for LPA to assist the City in establishing general financial and time requirements, and limitations for the Project prior to beginning design. The following descriptions shall apply to those services.

1.01 Project Kickoff services required to establish the following detailed requirements for the Project.

- .01 Initial meeting to review project process, schedule, goals, and milestones.
- .02 Review existing project information including existing surveys, program information, record drawings, and other available information.

1.02 Existing Facilities Assessment services consisting of researching, assembling, review and identifying supplemental information for The Project involving potential alterations and additions to existing facilities or determining new space usage in conjunction with any program changes including:

- .01 Photography.
- .02 Review of existing data.
- .03 Generally document existing conditions, including visible and easily identifiable code violations, pool related maintenance concerns, and potential enhancements.
- .04 Review pool deck and identify potential visible deficiencies.
- .05 Review of existing drawings.

1.03 Existing City ADA Study services consisting of review of the existing report the City has developed. Where possible and feasible, to the level appropriate for the conceptual study, the existing study will be utilized to inform the assessment.

1.04 Written Report: Prepare a written report outlining general observations and making general recommendations for mitigation in preparation of a future project documenting the proposed and/or required mitigation/improvements.

1.05 Findings: Meet with City Staff to review the general findings and discuss potential options for mitigation /improvement.

- .01 Prepare potential option(s) for consideration by the City, limited to the general replacement of the existing pool deck and ADA site improvements with no program change or removal and replacement of the existing pool. Building considerations will be limited to code required changes to the restrooms and fixture counts required by the pool size.

3.01 Review potential Health Department impacts and/or requirements.

3.02 Written Report: Prepare a Draft and final written report documenting the findings of the assessment.

1.06 Statement of Probable Construction Cost services consisting of development of a Rough Order of Magnitude Cost Range highlighting the key items discussed in the Assessment report.

1.07 Project Development Scheduling services consisting of establishing a tentative schedule for predesign services, decision-making, design, documentation, contracting and construction, based on determination of LPA's services, City responsibilities and proposed design and construction procedures.

1.08 Summary of Meetings: services consisting of meeting attendance and presentations of Predesign Phase analyses and recommendations by LPA, INC. as follows:

- .01 One (1) – Kickoff Meeting.
- .02 One (1) – Site Assessment.
- .03 One (1) – Findings and ROM Review.

1.09 Summary of Deliverables:

- .01 Draft Assessment Report.
- .02 Final Assessment Report.
- .03 Schedule.
- .04 ROM Estimate.
- .05 Meeting Minutes.

STANDARD ASSUMPTIONS

The following are Scope of Services assumptions:

1. ASSESSMENT: The purpose of this Assessment is to generally identify the overall condition of the existing pool, deck and limited code deficiencies in the pool utility bldg. to allow the City to address code requirements in preparation for a more comprehensive future project. Due to the conceptual nature of the services noted and the condition of the existing facilities, this assessment is not intended to identify all issues or provide comprehensive design services. Additionally, the assessment of the building is limited to Access compliance (ADA) and fixture counts as may be required for the pool size. The assessment is limited to readily visible items and pool related scope. HVAC, roof, structural, aesthetic, and or finish related items will not be reviewed. Items not readily visible or requiring movement of material will not be reviewed or identified. Detailed assessments are not included in this scope of work.

2. FORENSICS / DESTRUCTIVE TESTING: Destructive testing and/or forensic related work including but not limited to the pool structures, building equipment, deck, utilities and any other items are not included. Destructive testing of exiting pool and pool related structures to confirm as built conditions are not included in this scope of work. Additional testing, by the City outside of this scope of work will be required to confirm as-built conditions, structural integrity of the building and pool structures, wall thicknesses, concrete reinforcement, and compressive strengths in addition to other items.

3. GEOTECHNICAL: Due to the condition of the pool deck, geotechnical investigation and a report may be required to identify soils and our design requirements related to the pool, deck and proposed improvements. All geotechnical testing, investigation and/or report are to be provided directly by the City outside of this Scope of Work.

4. CONSULTANTS: The work of the aforementioned disciplines and consultants are included as part of this Scope of Services and will be billed at their fee plus 20% for LPA's coordination.

5. SURVEY: City to provide an accurate topographical survey, including legal boundaries, spot elevations, existing utilities, and existing and proposed improvements, if required.

6. APPROVAL: The City's verbal request to commence each task constitutes approval of prior work. Changes in subsequent work

will be considered additional services, documented, and billed on an hourly basis.

7. CONSULTANTS: The work of the Architect, Landscape Architect, Cost Estimator, and Aquatics Consultant are included as part of this contract. Any other necessary consultants are in addition to the contract and will be billed at fee, plus 20% for coordination.

8. PROGRAM ENHANCEMENTS: Review of the existing program and/or program enhancements for the pool(s) or building are not included. Review of alternate pool sizes and or building enhancements, changes or alternations are not included.

9. REIMBURSABLES: All project expenses shall be reimbursed to LPA by the Owner at a multiple of 1.10. Project expenses include, but are not necessarily limited to, all normal costs involving document reproduction, plotting, deliveries, mileage, and any travel. Unless otherwise agreed to in writing, all governmental taxes and fees will be paid directly by the City. These taxes and fees are separate and are not a part of LPA's reimbursable allowance. Unless specifically noted as being included in a 'stipulated sum', all consultant fees shall be subject to a multiple of 1.20.

10. RESPONSIBILITIES: LPA will be responsible for the initial Assessment only. Design, Construction Documents, Bid Negotiations, and Construction Administration for the development of the project areas as stated on this proposal are not included in this scope of work.

11. UTILITY COMPLIANCE: The coordination and review of designs with any outside agency for compliance with code requirements and obtaining of any necessary approvals shall be by others.

12. RATE SCHEDULE: The attached LPA hourly rate schedule became effective January 2022, however, is subject to change without notification.

13. ADDITIONAL SERVICES: Tasks not included in this Scope of Services but requested by the City shall be identified as such and billed at an hourly rate unless a detailed scope of services proposal is requested.

14. SPECIAL MEETINGS: Necessary preparation time and attendance at public hearings or agency meetings by LPA, INC. are not within this Scope of Services.

15. DESIGN AND CONSTRUCTION DOCUMENTS: The development of design documents including layouts and plans, as well as schematic design, design development, construction documents and/or technical specifications are not included in this Scope of Services.

16. ADJANCENT AREAS: Assessments or review of adjacent areas, site wide analysis or areas outside the immediate limits of the pool/deck are not included in this Scope of Services.

17. MEETINGS: Where the maximum number of meetings to be included in Architect's services is specified herein, Architect and architect's consultants agree to attend, and participate in, as many meetings as specified as part of the Basic Services. Meetings in excess of those specified will be billed as Additional Services.

18. DELIVERABLES: The preceding description of services general outlines the activities associated with executing each phase of work. The necessity for, and the extent to which, the Architect and Architect's consultants must commit time and resources to any specific activity will vary depending on the needs of the project. Consequently, the description of services does not represent a comprehensive list of deliverables.

19. CONSULTATION AND COORDINATION: All consultations and coordination not associated with specific meetings shall be conducting at the sole discretion of the Architect and Architect's consultants, and only as necessary for the Architect and Architect's consultants to complete the professional services of this agreement.

20. DOCUMENTS: Documents described in the preceding description of services shall be provided, as appropriate, for the needs of the project and to a level of detail consistent

with the standard of practice for this type of project and for the geographical area and regulatory jurisdiction(s) in which the project is located.

21. PROJECT CONTROL: The Architect shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under the Contract for construction. Without in any way limiting the Architect's responsibilities and obligations under Title 21 of the California Code of Regulations or the Building Standards published by the ICBO (formerly Title 24 of the California Code of Regulations), the Architect shall not otherwise be responsible for the Contractor's schedules or failure to carry out the work in accordance with the Contract Documents. The Architect shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.

EXHIBIT B

PAYMENT SCHEDULE

LPA

PROPOSED COMPENSATION

The following is the proposed compensation for the Scope of Services identified.

Tasks 0 - 1:

Preliminary Assessment	$ 39,000
Total Tasks 0 - 1 (Base Fee)	$ 39,000
Reimbursable Allowance	$ 3,000

Reimbursable expenses are in addition to compensation and typically run approximately 5% - 10% of a total project fee. They include costs for reproduction, plotting, express mailing, delivery charges, mileage, travel, and overhead on consultant invoices.

BASIC HOURLY RATE SCHEDULE

Principal	$265.00
Director	$240.00
Discipline Director	$230.00
Project Director	$220.00
Project Leader	$185.00
Design Coordinator II	$160.00
Manager	$155.00
Design Coordinator I	$135.00
Senior Specialist	$125.00
Designer III	$125.00
Specialist III	$105.00
Designer II	$110.00
Specialist II	$95.00
Designer I	$100.00
Specialist I	$85.00
Intern	$75.00

NOTE: These rates become effective January 2022 and are subject to change annually.

PROPOSED CONSULTANT/DISCIPLINES

Architecture:	LPA
Landscape Architecture:	LPA
Aquatics:	Aquatic Design Group
Cost Estimating:	HL CM

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of CITY, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form satisfactory to CITY.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this AGREEMENT, in the minimum amount of $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this AGREEMENT and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this AGREEMENT.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

CONSULTANT shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONSULTANT or CITY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, CITY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONSULTANT of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

City's right to revise specifications. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONSULTANT ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the CONSULTANT, the CITY and CONSULTANT may renegotiate CONSULTANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. CONSULTANT shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

Agenda Item: 7H
CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	March 14, 2023
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
BY:	Marvin Carpio, Assistant Civil Engineer
SUBJECT:	Award of Contract for FY 2022/23 Citywide Concrete Repair Project - Project No. 23-7
RECOMMENDATION:	It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $141,715.00
FISCAL IMPACT:	This year's Annual Concrete Repair Project was included in the FY 2022/23 Capital Improvement Program Budget and will be funded by Measure R allocations. The project cost is $155,886.50 which is the contract amount with 10 percent contingency

BACKGROUND

Staff annually surveys City sidewalks, curbs, and gutters to identify sidewalk accessibility and potential risks such as cracks, spalling, and changes in level that are planned for restoration. In addition to the City's basic inspection practices, staff assesses problems reported by citizens or identified as a tripping hazard. The annual Concrete Repair Project consists of the removal and replacement of concrete sidewalks, curb, gutters, driveway approaches, and curb ramps that have been damaged by tree roots or other factors that pose a hazard to pedestrians or vehicular travel.

This annual project has improved the accessibility and safety for pedestrians and significantly reduced the number of trip and fall claims, thereby becoming an integral part of the City's Risk Management Plan.

DISCUSSION/ANALYSIS

The specifications for the Project were made available and the Project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060.

On February 9, 2023, fifteen (15) bids were submitted electronically with the following results:

1	Ruiz Concrete and Paving, Inc.	$141,715.00
2	Grigolla & Sons Construction Company Inc.	$157,000.00
3	I E General Engineering Inc.	$167,500.00
4	DM Contracting, Inc.	$168,175.00
5	Baltazar Construction	$169,885.75
6	CJ Concrete Construction Inc	$177,000.00
7	FS Contractors, Inc.	$192,100.00
8	PUB Construction, Inc.	$193,948.00
9	CT&T Concrete Paving Inc.	$195,900.00
10	TVR Construction Engineering LLC	$206,000.00
11	Gentry General Engineering, Inc.	$211,135.00
12	DASH Construction Company, Inc.	$216,800.00
13	ONYX Paving Company, Inc.	$238,000.00
14	PALP dba Excel Paving	$244,600.00
15	We R Builders, Inc.	$294,929.00

The lowest responsible and responsive bidder, Ruiz Concrete and Paving, Inc., has successfully completed similar work for the City Downey, City of Rancho Palos Verdes and City of Duarte for "Las Lomas Sidewalk Repair Project" in 2019. Their federal and State license status have been verified.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A ten percent contingency has been added to this contract and will only be used if deemed necessary by Staff.

RECOMMENDATION

It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $141,715.00.

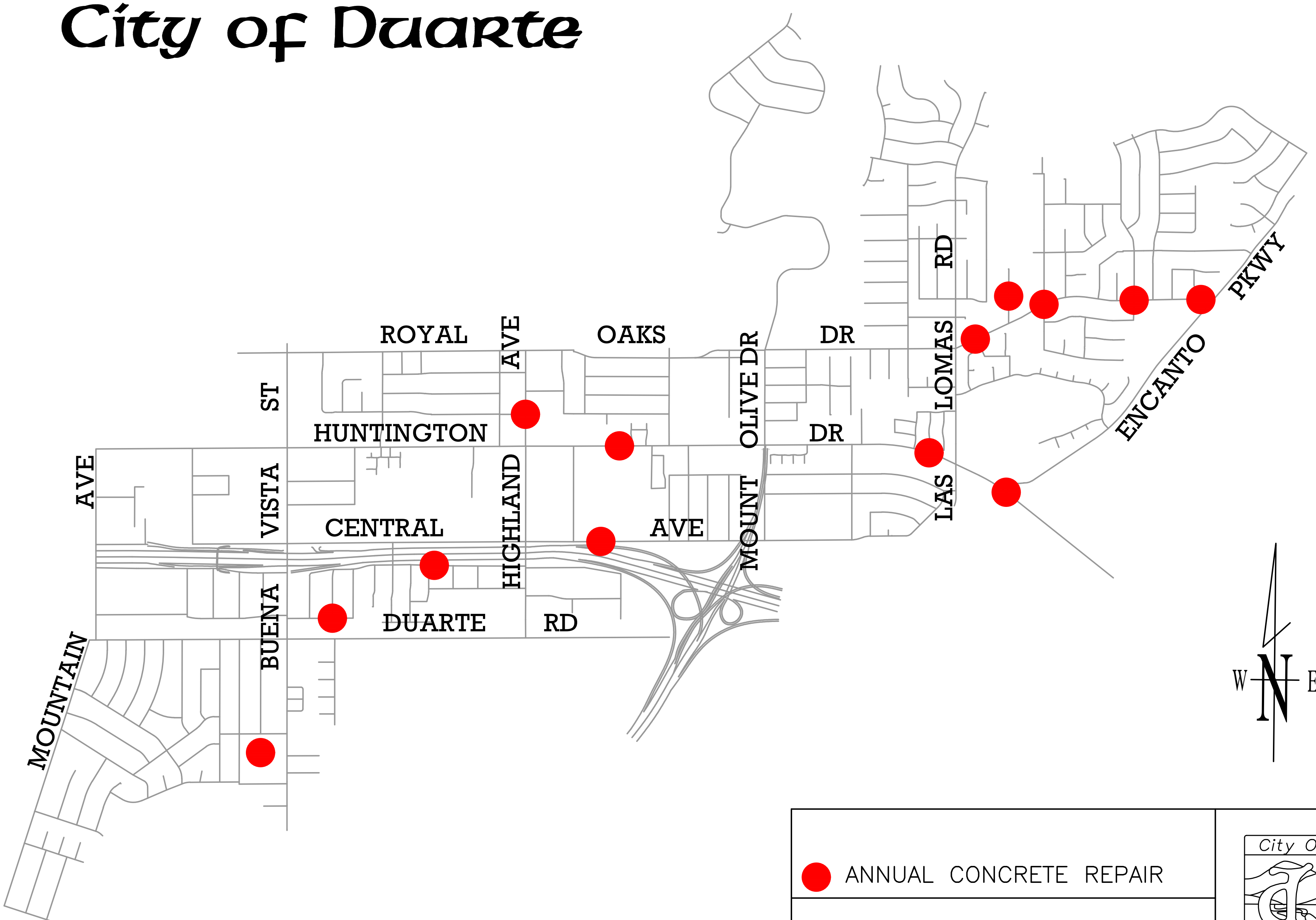
FISCAL IMPACT

This year's Annual Concrete Repair Project was included in the FY 2022/23 Capital Improvement Program Budget and will be funded by Measure R allocations. The project cost is $155,886.50 which is the contract amount with 10 percent contingency.

ATTACHMENTS

Attachment A: Project Locations Map

City of Duarte



ANNUAL CONCRETE REPAIR

Attachment A

Project Location Map

City Of Duarte

Agenda Item: 7I
CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE: March 14, 2023

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Marvin Carpio, Assistant Civil Engineer

SUBJECT: Award of Contract for the Fiscal Year 2022-23 Citywide Asphalt Repair Project No. 23-8

RECOMMENDATION: It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Asphalt Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $48,510.00

FISCAL IMPACT: This year's Annual Asphalt Repair Project was included in the FY 2022-23 Capital Improvement Program Budget and will be funded by Gas Tax allocations from the State of California. The project cost is $53,361.00 which is the contract amount with 10 percent contingency

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BACKGROUND

The annual Citywide Asphalt Repair Project consists of the removal and replacement of localized pavement failures. Staff identifies areas that need repairs such as cracks, potholes, and raveling throughout the City by conducting field investigations and by using the most recently updated Pavement Management Plan.

The City's practice of consistent annual asphalt repair has improved vehicular safety and helps keep city streets maintained at a high level, thereby becoming an integral part of the City's Risk Management Plan.

DISCUSSION/ANALYSIS

The specifications for this project were made available and the project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060.

On February 9, 2023, bids were submitted electronically. The results are as follows:

1	Ruiz Concrete and Paving, Inc.	$48,510.00
2	ONYX Paving Company, Inc.	$50,499.00
3	DASH Construction Company, Inc.	$55,530.00
4	I E General Engineering Inc.	$62,750.00
5	PALP dba Excel Paving	$64,820.00

The lowest responsible and responsive bidder, Ruiz Concrete and Paving, Inc., has successfully completed work for the City Downey, City of Rancho Palos Verdes and City of Duarte for "Las Lomas Sidewalk Repair Project" in 2019. Their federal and State license status has been verified.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A ten percent contingency has been added to this contract and will only be used if deemed necessary by Staff.

RECOMMENDATION

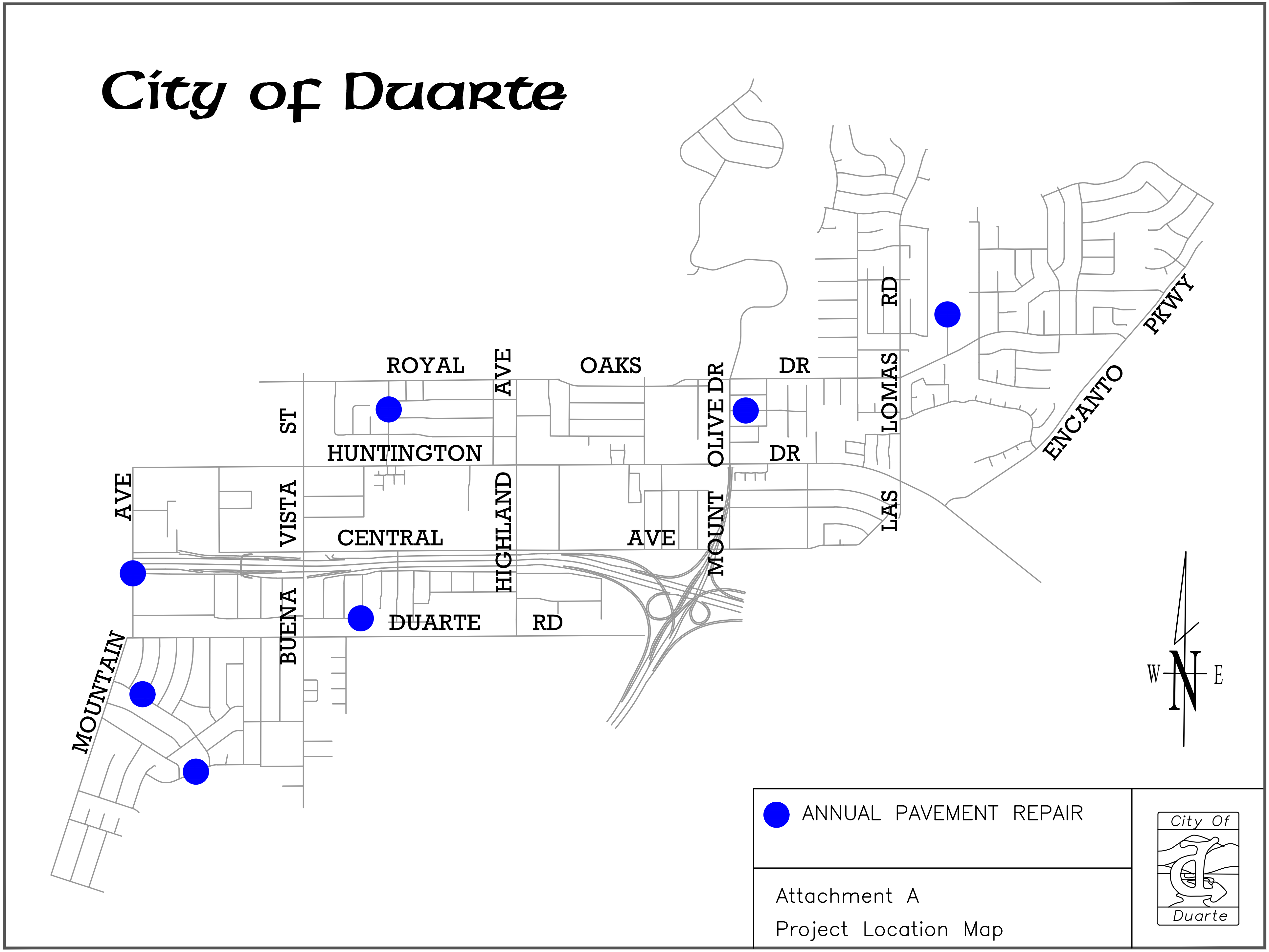
It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Asphalt Repair Project to Ruiz Concrete and Paving, Inc. in the amount of $48,510.00.

FISCAL IMPACT

This year's Annual Asphalt Repair Project was included in the FY 2022-23 Capital Improvement Program Budget and will be funded by Gas Tax allocations from the State of California. The project cost is $53,361.00 which is the contract amount with 10 percent contingency.

ATTACHMENTS

Attachment A: Project Locations Map


City of Duarte
ROYAL
OAKS
DR
HUNTINGTON
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CENTRAL
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OLIVE DR
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ANNUAL PAVEMENT REPAIR
Attachment A
Project Location Map
City Of
Duarte

Agenda Item: 7J
CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	March 14, 2023
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
BY:	Marvin Carpio, Assistant Civil Engineer
SUBJECT:	Award of Contract for the Fiscal Year 2022-23 Citywide Striping and Marking Project No. 23-9
RECOMMENDATION:	It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Striping and Marking Project to WGJ Enterprises, Inc. dba PCI in the amount of $32,017.20
FISCAL IMPACT:	This year's Annual Striping and Marking Project was included in the FY 2022-23 Capital Improvement Program Budget and will be funded by Gas Tax allocations from the State of California. The project cost is $33,618.06 which is the contract amount with five percent contingency

BACKGROUND

Staff annually surveys City streets to identify painted curbs, striping, and pavement markings that need maintenance or restoration. The annual Striping and Marking Project consist of the removal of faded conflicting striping and pavement markings, and replacement with thermoplastic material designed to last approximately eight years.

Clear pavement markings are an important safety function on streets and are intended to facilitate the safe and orderly movement of motorists, pedestrians, and bicyclists. This annual project has improved the safety for drivers and pedestrians, thereby becoming an integral part of the City's Risk Management Plan.

DISCUSSION/ANALYSIS

The specifications for this project were made available and the project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060.

On February 9, 2023, four (4) bids were submitted electronically. The results are as follows:

1	WGJ Enterprises, Inc. dba PCI	$32,017.20
2	Chrisp Company	$58,703.00
3	Sterndahl Enterprises Inc	$64,280.00
4	Superior Pavement Markings Inc	$76,137.00

The lowest responsible and responsive bidder is WGJ Enterprises, Inc. dba PCI. Has successfully completed work for the City of Beverly Hills, City of Claremont and City of Duarte for "FY 21-22 Striping and Marking Project in 2022. Their federal and State license status has been verified.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A minor contingency amount of five percent has been added to this contract as necessary changes with this kind of scope tend to be less than with other construction contracts.

RECOMMENDATION

It is recommended that the City Council: Approve the award of contract for the FY 2022-23 Citywide Striping and Marking Project to WGJ Enterprises, Inc. dba PCI in the amount of $32,017.20.

FISCAL IMPACT

This year's Annual Striping and Marking Project was included in the FY 2022-23 Capital Improvement Program Budget and will be funded by Gas Tax allocations from the State of California. The project cost is $33,618.06 which is the contract amount with 5 percent contingency.

ATTACHMENTS

None

Agenda Item: 7K
CM Review:
Fiscal Review:

AGENDA REPORT

MEETING DATE:	March 14, 2023
TO:	Mayor and Members of the City Council
FROM:	Kristen Petersen, Assistant City Manager/Director of Administrative Services
SUBJECT:	Authorization of one-time Appreciation Pay
RECOMMENDATION:	It is recommended that the City Council authorize a budget amendment to the General Fund of $145,000 for one-time payments of up to $5,000 for each current full-time employee who worked for the City of Duarte during the 25-month period of the COVD-19 pandemic between March 2020 and March 2022
FISCAL IMPACT:	This item will be funded by the General Fund and the cost of this item is estimated at $142,200

BACKGROUND

In March 2020, a state of emergency was declared at a local, regional, state and even national level in response to the COVID-19 (Corona Virus Disease 19). While the City of Duarte complied with all health and safety requirements of the stay-at-home order, the Duarte City Council stressed the importance of continuing to provide in-person services to the public to the extent possible. As a result, Duarte City Hall, Public Safety and many other City services never closed to the public. During the height of the pandemic the City of Duarte provided services through various measures, including an appointment system, drive-thru distributions, virtual classes and a hybrid employee schedule that aimed to reduce the number of people sharing inside space at any one time. Not only was Duarte of the only Cities in the area that didn't close to the public, it was also one of the first to return to in-person Council meetings, commission meetings and recreational activities. In fact, there are still some public agencies, particularly at the County level, that have not returned to in-person services and their staff continue to work from home.

DISCUSSION/ANALYSIS

Duarte residents and the broader community received a high level of in-person service during the pandemic and this was due largely to the sacrifice and commitment of the City staff. Based on a survey of surrounding cities, many have implemented one-time stipends designated as "hazard" or "hero" pay to recognize those who worked during the pandemic to provide vital services to their community.

The SEIU Union Board submitted a letter to the City Council requesting the consideration of a one-time payment of up to $5,000 allocated to full-time City employees who are both currently employed by the City and worked for the City of Duarte between March 2020 and March 2022.

The payment would be a pro-rata share based on the number of months working during that 25-month period.

The City Council, recognizing the hard work and loyalty of the City of Duarte employees, concurs with the Union's request and would like to authorize this Appreciation Pay.

RECOMMENDATION

It is recommended that the City Council authorize a budget amendment to the General Fund of $145,000 for one-time payments of up to $5,000 for each current full-time employee who worked for the City of Duarte during the 25-month period of the COVID-19 pandemic between March 2020 and March 2022.

FISCAL IMPACT

This item will be funded by the General Fund and the cost of this item is estimated at $142,200.

City of Duarte

Proclamation

AMERICAN RED CROSS MONTH

WHEREAS, *we celebrate the humanitarian spirit of Duarte and reaffirm our commitment to help ensure no one faces a crisis alone; and*

WHEREAS, *caring for one another is at the heart of our community and exemplified by the people of Duarte, whose simple acts of kindness through the Red Cross provide help and hope in people's most difficult moments – continuing the lifesaving legacy of Clara Barton, who founded the organization more than 140 years ago to prevent and alleviate human suffering; and*

WHEREAS, *every day, these ordinary individuals lend a helping hand to make an extraordinary difference for neighbors in need – whether it's providing emergency shelter, food and comfort for families displaced by home fires and other disasters; donating lifesaving blood for cancer patients, accident victims, and people with sickle cell disease and other life-threatening conditions; supporting military members and veterans, along with their families and caregivers, through the unique challenges of service; using vital skills like first aid and CPR to help others survive medical emergencies; or delivering international humanitarian aid and reconnecting loved ones separated by crises around the world; and*

WHEREAS, *their support, volunteerism and generous donations are critical to our community's resilience; and*

WHEREAS, *we hereby recognize this month of March in honor of all those who fulfill Clara Barton's noble words, "You must never think of anything except the need and how to meet it," and ask everyone to join in this commitment.*

NOW, THEREFORE, BE IT RESOLVED *that the City of Duarte hereby proclaims March 2023, as Red Cross Month. We encourage all citizens of the City of Duarte to reach out and support its humanitarian mission.*

IN WITNESS WHEREOF*, I have hereunto set my hand this fourteenth day of March, in the year of two thousand twenty-three, and of the City of Duarte, California.*

Jody Schulz, Mayor

ATTEST:

Annette Juarez, City Clerk

Agenda Item: 10A
CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	March 14, 2023
TO:	Mayor and Members of the City Council
FROM:	Daniel Jordan, City Manager Thai Viet Phan, City Attorney
SUBJECT:	Resolution of Application to annex to the City of Duarte the territory encompassing Royal Oaks Retirement Community.
RECOMMENDATION:	It is recommended that the City Council approve Resolution No. 23-04, authorizing the submittal of an application to the Local Agency Formation Commission for the County of Los Angeles (LAFCO) requesting the annexation to the City of Duarte of the territory encompassing Royal Oaks Retirement Community
FISCAL IMPACT:	Approval of this Resolution has no fiscal impact. The fiscal impact of a potential annexation of Royal Oaks Retirement Community, including the cost of reports and other actions which will be required if the pre-annexation process proceeds, will be presented to the City Council as those impacts become known.

BACKGROUND

Royal Oaks Retirement Community (RORC) is a 19-acre retirement community consisting of roughly 260 residents. It is located on Royal Oaks Drive North along Duarte's northern border. ROCC is currently located in unincorporated Los Angeles County – it is bounded on three sides (north, west, and east) by the City of Bradbury, and to the south by Royal Oaks Drive North. The short strip of Royal Oaks Drive North immediately south of RORC, as well as the portion of a trail just south of this strip of Royal Oaks North, is owned by Los Angeles County. The City of Duarte boundary begins just south of the trail and runs the length of Royal Oaks Drive North.

At its regular meeting on December 12, 2022, the City Council received a presentation from RORC Executive Director of RORC Andrew Smith, in which Mr. Smith formally requested the City Council to consider annexing RORC into the City of Duarte. Mr. Smith cited several reasons for RORC's desire to be annexed into Duarte:

- Greater self-determination and democratic engagement among RORC residents;
- A simpler and more streamlined process for planning approvals and permitting;
- Other challenges in working with the large County of Los Angeles bureaucracy; and
- RORC's long history of serving Duarte and a desire to strengthen those ties.

Following Mr. Smith's presentation, the City Council directed staff to begin analyzing the likely impacts of a potential annexation, and to work with the Local Agency Formation Commission for the County of Los Angeles (LAFCO) to better understand the steps involved in the annexation process. Staff has engaged a consultant that is currently producing a fiscal impact report of the annexation proposal. Should the City Council decide to continue to pursue the potential annexation, several more reports and steps will need to be completed.

It is also important to note that the City of Bradbury has a related annexation application currently pending before LAFCO. Bradbury's proposal, which will likely come before LAFCO's Commissioners at their April or May 2023 meeting, *seeks to annex only the short portion of Royal Oaks Drive North and adjacent trail immediately south of RORC currently owned by the County of Los Angeles.* Bradbury is NOT applying to annex the territory encompassing RORC and its residents. *Should LAFCO approve Bradbury's annexation proposal, RORC will become an unincorporated "island" surrounded entirely by the City of Bradbury, and this would eliminate the opportunity for RORC and its residents to be incorporated into the City of Duarte.*

DISCUSSION/ANALYSIS

This item, Resolution 23-04, constitutes the City's "Resolution of Application" with which the City provides formal notification to LAFCO that it is requesting the annexation to the City of Duarte of the territory encompassing RORC, including the portion of Royal Oaks North and adjacent trail just south of RORC. The City Council's adoption of this Resolution is one of the required steps in the annexation process. Adoption of this Resolution at this time will notify LAFCO that the City is moving forward with the annexation application process.

By approving this Resolution, the City is **NOT** committing itself to ultimately submitting a complete annexation application to LAFCO. The Resolution expressly states that the any proposed annexation is subject to the City Council's satisfaction with the results of further analysis of the potential impacts of the annexation on the City of Duarte, including the extent to which any such impacts could be mitigated.

RECOMMENDATION

It is recommended that the City Council approve Resolution No. 23-04, authorizing the submittal of an application to the Local Agency Formation Commission for the County of Los Angeles (LAFCO) requesting the annexation to the City of Duarte of the territory encompassing Royal Oaks Retirement Community.

FISCAL IMPACT

Approval of this Resolution has no fiscal impact. The fiscal impact of a potential annexation of Royal Oaks Retirement Community, including the cost of reports and other actions which will be required if the pre-annexation process proceeds, will be presented to the City Council as those impacts become known.

ATTACHMENTS

Attachment 1 – Resolution 23-04

Attachment 2 – Exhibit A, Map of proposed annexation area

RESOLUTION NO. 23-04

A RESOLUTION OF APPLICATION BY THE CITY OF DUARTE REQUESTING THE LOCAL AGENCY FORMATION COMMISSION FOR THE COUNTY OF LOS ANGELES (LAFCO) TO AMEND THE SPHERE OF INFLUENCE AND TO CONSIDER APPROVAL OF A REORGANIZATION OF TERRITORY OF APPROXIMATELY 19 ACRES OF UNINCORPORATED TERRITORY TO THE CITY OF DUARTE

BE IT RESOLVED by the City of Duarte ("City"), that:

WHEREAS, the City desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code, for a reorganization that would annex territory into the City; and

WHEREAS, this annexation is being proposed upon a Resolution of Application to Initiate Proceedings for annexation filed by the City; and

WHEREAS, the territory proposed to be annexed is inhabited by approximately 260 residents, 199 of whom are registered voters, living in a residential facility supporting seniors; and

WHEREAS, the area to be annexed is contiguous to the City of Duarte and receives services and access, including transit, parks and library services, primarily from the City of Duarte; and

WHEREAS, the reasons for this proposal are to provide municipal services to this area, allow participation in municipal affairs, and promote orderly governmental boundaries, consistent with the provisions of California law and the land use and development policies of the County of Los Angeles and the City of Duarte; and

WHEREAS, the boundaries of the proposed area depicted on the corresponding map, Exhibit "A," for annexation, which is incorporated herein by reference; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

1. The proposal is hereby made to LAFCO for a reorganization as follows:

    a. This proposal is made pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 commencing with Section 56000 of the California Government Code.

    b. The nature of the proposed reorganization is the annexation of the territory to the City.

    c. The affected territory proposed to be annexed is inhabited.

d. The boundaries of the proposal area are depicted on the corresponding map, Exhibit "A," for annexation, which is incorporated herein by reference.

e. The affected territory is not within the Sphere of Influence (SOI) of the City. An annexation with a concurrent SOI Amendment will be filed with LAFCO.

f. It is desired that the proposed annexation provide for and be made subject to the following terms and conditions:

i. The negotiated exchange of property tax revenue between affected agencies resulting from said annexation to the City.

ii. The annexed territory shall be subject to the payment of such service charges, assessments, or taxes as the City may legally impose.

iii. Any taxes, fees, charges, or assessments for the City may be collected by the County of Los Angeles Tax Collector in the same manner as ad valorem property taxes or otherwise allowed by law.

iv. Completed California Environmental Quality Act analysis.

v. Review and research of the effects on the City's districts in light of the California Voting Rights Act, the Fair Maps Act, and the Federal Voting Rights Act.

vi. The results of other analyses conducted on the potential impacts of the annexation on the City of Duarte being acceptable to the Duarte City Council, including the extent to which any such impacts could be mitigated.

g. The description of the proposal area is as follows: The proposal area consists primarily the Royal Oaks Retirement Community—a senior community that provides wrap-around services for those seeking to thrive while aging. The proposed area also includes the portion of Royal Oaks Drive North immediately south of the Royal Oaks Retirement Community, including the portion of the adjacent trail on the south side of Royal Oaks Drive North.

h. The reason for this proposal is as follows: The residents at Royal Oaks Retirement Community seeks to be annexed into the City of Duarte to enjoy the services provided by the City. The Royal Oaks Retirement Community shares many of the same public roads, restaurants, and services as City residents, shares similar values and interests, and hopes that such annexation would streamline planning approvals and permitting in the future.

2. The said City consents to waiver of protest proceedings pursuant to Government Code Sections 56662(a)(1) through 56662(a)(3), inclusive.

3. This Resolution of Application to Initiate Proceedings is hereby adopted and approved by the City of Duarte, and LAFCO is hereby requested to initiate proceedings for the

annexation of territory as authorized and in the manner provided by the Cortese-Know-Hertzberg Local Government Reorganization Act of 2000.

4. The Clerk of the City is hereby authorized and directed to file a certified copy of this Resolution with the Executive Officer of the Local Agency Formation Commission for the County of Los Angeles.

PASSED, APPROVED AND ADOPTED on the 14th day of March 2023.

____
Jody Schulz
Mayor

APPROVED AS TO FORM:

____
Thai Viet Phan
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. 23-04 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the ___ day of March 2023, by the following vote:

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

____
Annette Juarez
City Clerk

BENCHMARK LOS ANGELES COUNTY FLOOD CONTROL DISTRICT BM NUMBER 068 31280 BRADBURY CHANNEL, COVERED PORTION, E. OF WINSTON AVE. AND W. OF WOODLYN LANE, AND NE COR. OF ROYAL OAKS DRIVE AND ENTRANCE DRIVE TO ROYAL OAKS MANOR % SOUTHERN CALIFORNIA PRESBYTERIAN HOME, HOUSE NO. 1763, DRIVE IS ON APPROX. PROD. OF OAK AVE., APPROX 21 FT. N. OF C/L OF N. ROYAL OAKS AVE., APPROX. 28 FT. E. OF C/L OF DRIVEWAY AND 5 FT. W. OF FIRE HYDRANT, IN TOP OF CONC CURB, A 2 INCH STD. FC. DISK, STAMPED BM068-31280 - 1969. ELEV. 597.735 FEET ADJUSTMENT 1971	PSOMAS Psomas and Associates 3420 Ocean Park Boulevard Santa Monica, California 90405 310/450-1217 310/452-7411 (FAX) Engineers Surveyors Planners	DESIGN/ALTA/ACSM LAND TITLE SURVEY FOR: SOUTHERN CALIFORNIA PRESBYTERIAN HOMES ROYAL OAKS MANOR	DATE FEBRUARY 1995 PLOT DATE MARCH 22, 1995 SCALE 1" = 30' PROJECT NUMBER 1SOU1501	SHEET 3 OF 3

REV | DATE | DESCRIPTION | BY | APP'D