

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: March 3, 2016
SUBJECT: Comments on Agenda Items, Meeting of March 8, 2016

ITEM 3. The Closed Session will begin at 5:30 p.m. to discuss two items.

ITEM 8.A. A presentation will be made by Viki Goto of the American Cancer Society. She will be sharing information related to their goal of having the City of Duarte reach 80% screening for colorectal cancer by 2018. She will be asking for the City of Duarte's pledge to pursue this goal.

ITEM 8.B. U. S. Postal Service representative Mary Nielsen will provide the City Council with a report on matters related to the Duarte Post Office.

ITEM 12.D (Consent). A proclamation will be issued proclaiming April 3-9, 2016, as Safety Seat Checkup Week. For over 35 years, Safety Belt Safe U.S.A. has been dedicated to protecting children from injury or death while being transported in a motor vehicle. Families are also invited to attend Safety Seat Checkup Day on Saturday, April 9, from 10:00 a.m. to 2:00 p.m. at the Petersen Automotive Museum in Los Angeles.

ITEM 12.F (Consent). This item requests Council consideration to approve a new five-year License Agreement with Southern California Edison Company (SCE) for the 21-space parking lot at the Duarte Post Office, effective May 1, 2016 – April 30, 2021. The agreement needs to be renewed this year for the next five-year period. The terms and conditions remain unchanged. As before, it contains annual 3% increases. The SCE agreement also requires the City to immediately submit proof of insurance naming the company as additionally insured when paying the first installment.

ITEM 12.G (Consent). A request has been made by M.A.D. (Monrovia, Arcadia, Duarte) Relay for Life requesting City co-sponsorship of the event to be held on April 16-17, 2016, at the Santa Anita Park Infield in Arcadia. The event and opening ceremonies start at 11:00 a.m. on April 16, and will conclude at 11:00 a.m. on April 17. Participants will honor cancer survivors and pay tribute to lives lost by the disease, while striving to raise \$109,000. In terms of co-sponsorship, the City will provide volunteers, access to City marketing venues, website, electronic sign, etc. which generally comes with a co-sponsorship designation.

ITEM 12.H (Consent). A request has been made by the Los Angeles County Department of Children and Family Services for the City to co-sponsor a Foster Care Recruitment Fair to be held on April 9, 2016, at Citrus College from 11:00 a.m. to 1:00 p.m. Participants will be able to hear from, and talk to, various expert providers who can help navigate through the process of adoption and/or becoming a foster parent. They will also have the opportunity to meet some of our wonderful youth in need of a permanent family or a connection. In terms of co-sponsorship, the City may provide volunteers, access to City market venues, create a press release, post on both the electronic sign and community calendar, etc. They are also requesting to use the City logo on all outreach materials, as well as the City's assistance in securing the L.A. County Sheriff's Department attendance at the event for educational purposes.

ITEM 12.J (Consent). This is to award a contract to the lowest responsible bidder S & H Civilworks in the amount of \$18,336.00 for Bus Pad Relocation at Huntington and Buena Vista. The existing bus stop is being relocated westerly from its original location. The bus pad relocation will improve traffic circulation at the intersection, and allow access into the new Starbucks development. This project consists of extension of the existing bus pad and relocation of the bus stop furniture at the current bus zone.

ITEM 12.K (Consent). This is to award a contract to the lowest responsible bidder PK Construction in the amount of \$107,619.33 for Duarte Sports Park Parking Lot Improvements. The project consists of the

demolition of the existing asphalt parking lot, concrete curbs, ramp, bollards, and trash enclosure, grading and construction of new pavement asphalt parking lot with accessible parking stalls to meet the Americans with Disabilities Act, new ADA ramp, and new landscaping and irrigation. This project will remove barriers to allow for a more accessible and safe path of travel for all pedestrians, including the elderly and/or severely disabled within the new parking lot.

ITEM 12.L (Consent). This is to award a contract to the lowest responsible bidder PALP, Inc., in the amount of \$207,093.74 for the Las Lomas Road (Royal Oaks Drive to Huntington Drive) Rehabilitation Project. Las Lomas Road is at the level where resurfacing is necessary to extend the life of the roadway. In addition to the rehabilitation of the road, this project includes the installation of automatic retractable catch basin screens, bicycle improvements, curb repairs, gutter repairs, sidewalk replacements, and driveway approaches that have been damaged by tree roots or other factors.

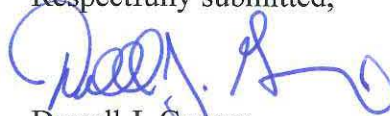
ITEM 12.M (Consent). This is to award a contract to the lowest responsible bidder FS Contractors, Inc., in the amount of \$47,814.00 for Concrete Repair Program FY 2015-16. This annual project consists of the removal and replacement of concrete sidewalks, curb and gutters, and driveway approaches that have been damaged by tree roots or other factors. This practice has improved the accessibility and safety for pedestrians, and significantly reduced the number of trip and fall claims in the City of Duarte, thereby becoming an integral part of the City's Risk Management Plan.

ITEM 14.A. This item requests that the City Council make an appointment to the Traffic Safety Commission. The recent resignation of a Traffic Safety Commissioner resulted in one vacancy on that Commission, with a term ending December 31, 2017. Council directed staff to contact applicants who recently interviewed for City Commissions and were not appointed, to see if they were interested in the vacancy. Letters and applications were sent to seven residents, with three responses received.

ITEM 14.B. Staff is recommending that the City Council adopt the updated Cost Allocation Plan. The Cost Allocation Plan is meant to identify the overhead (indirect) costs and allocate them, based on an analysis of benefit, to the City's various direct service programs. The plan also establishes what are called indirect cost rates, which can be used to estimate the amount of overhead costs incurred by the City in the provision of specific services. A copy of the plan prepared by staff is included in your packet. Once it has been reviewed and adopted by the City Council, staff will proceed with the second step, which entails an analysis of the direct cost of providing each City service for which the City expects to charge a fee. Then, using the indirect cost rates established, an estimate will be made of the total cost of providing each service. The final step will be staff's submission to the City Council of the new fee recommendations for Council consideration.

ITEM 14.C. This item would authorize the City Manager to purchase 45 bus benches and 45 litter receptacles (at a cost of \$140,040.60) associated with Duarte Transit and other bus stop locations from Avalon Amenities, sales representative for Victor Stanley Products. This powder-coated, cast iron street furniture would be used to replace existing pre-cast concrete benches and receptacles at most Duarte Transit locations, as well as at several of the most utilized Metro and Foothill Transit bus stops. Victor Stanley is the sole source producer of cast iron benches and litter receptacles that match existing street furniture installed as part of the Gold Line project, and meet the rigorous demands required of public street furniture. Pursuant to Chapter 2.36.050(f) of the Duarte Municipal Code, the City may directly purchase products from a sole source vendor. The requisition amount has been budgeted in this current budget year using Prop A funds.

Respectfully submitted,



Darrell J. George
City Manager

80% by 2018

Shared Goal: Reaching 80% Screened for Colorectal Cancer by 2018

Background

Colorectal cancer is a major public health problem. It is the second leading cause of cancer death, and a cause of considerable suffering among more than 140,000 adults diagnosed with colorectal cancer each year. However, colorectal cancer can be detected early at a curable stage, and it can be prevented through the detection and removal of precancerous polyps.

Commitment

Our organizations stand united in the belief that we can eliminate colorectal cancer as a major public health problem. We have screening technologies that work, the national capacity to apply these technologies, and effective local models for delivering the continuum of care in a more organized fashion. Equal access to care is everyone's responsibility. We share a commitment to eliminating disparities in access to care. As such, our organizations will work to empower communities, patients, providers, community health centers and health systems to embrace these models and develop the partnerships needed to deliver coordinated, quality colorectal cancer screening and follow up care that engages the patient and empowers them to complete needed care from screening through treatment and long-term follow-up.

Pledge

The City of Duarte is embracing the shared goal of reaching 80% screened for colorectal cancer by 2018.

Approved by Mayor Samuel Kang March 8, 2016



MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – FEBRUARY 23, 2016

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Pro Tem Finlay called the meeting to order at 6:35 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana (6:36 p.m.), Finlay, Paras-Caracci, Reilly ABSENT: Kang ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorneys Melching and Cosgrove
ADOPTION OF AGENDA	George stated Jack Ochoa indicated he could not attend the meeting to receive recognition. Reilly moved, Paras-Caracci seconded to adopt the agenda, as amended to remove Special Item 8.A, and carried with Kang absent.
CLOSED SESSION Conference – Legal Counsel Existing Litigation	There was no public input. Melching announced the Closed Session is a conference with legal counsel pursuant to Government Code Section 54956.9; Existing Litigation; 2 cases: (1) City of Duarte v. Matosantos, Sacramento Superior Court Case No. 34-2012-80001338-CU-WM-GDS, and (2) City of Duarte v. Matosantos, Sacramento Superior Court Case No. 34-3012-800001487. The Closed Session concluded at 6:55 p.m. City Council reconvened at 7:02 p.m., with four members present, and Kang absent.
PLEDGE TO THE FLAG	Jeff Melching led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Melching and Finlay provided the warm-up.
PUBLIC REPORT – CLOSED SESSION ITEM	Melching announced the two cases discussed related to the State Department of Finance and the former Redevelopment Agency, it was determined that most of the objectives were achieved, and by a vote of 4-0 (with Kang absent), the cases were dismissed.
SPECIAL ITEMS Public Safety Update	Brian Villalobos presented a monthly update about public safety activities, discussed the plans for the grand opening of the Gold Line, and answered questions from Councilmembers about incidents recorded on home video cameras.
Redevelopment Dissolution	Jeff Melching presented an update report of where we are with regard to post-redevelopment, and discussed the senior housing

project, long-range property management plan, and loan repayments. It was noted that this item will no longer appear on future Agendas.

Council Bill 16-R-05
City Attorney designation
(David Cosgrove)

Mayor Pro Tem Finlay read by title Council Bill 16-R-05:
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE UPDATING CITY ATTORNEY DESIGNATION
Mayor Pro Tem Finlay provided biographical information about David Cosgrove, and welcomed him to the City. Mr. Cosgrove expressed his appreciation to the City and stated he looks forward to serving as City Attorney.

City Councilmembers and the City Manager thanked Jeff Melching for his service to the City, and presented him with a plaque in recognition of representing the City as City Attorney from April 2014–February 2016. Mr. Melching stated he enjoyed his service to the City, and thanked City Council and staff.

RECESS

Mayor Pro Tem Finlay called a Recess at 7:32 p.m. for a reception for outgoing City Attorney Jeff Melching and incoming City Attorney David Cosgrove. City Council reconvened at 7:52 p.m., with four members present, and Kang absent. Melching left the dais, and Cosgrove assumed his chair on the dais.

ANNOUNCEMENTS

Joanna Gee, Duarte Library, announced upcoming programs, workshops, and story times in February, March, and April.

Karen Herrera presented community announcements about City events, celebrations, and activities in February and March.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.
Cristin Mondy, L.A. County Public Health – Zika Virus.
Jason Farned, SGV Vector Control – Invasive mosquitos.

CONSENT CALENDAR

Fasana moved, Reilly seconded to approve the Consent Calendar as follows, and carried with Kang absent.
Approve Items A, B, C, D, E, F.

Item D – Council Bill 16-O-02
(Second Reading)
ORDINANCE NO. 862
Water Efficient Landscaping

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT (MCA) 15-05 WHICH WOULD AMEND CHAPTER 19.40 "LANDSCAPING" OF ARTICLE 3, "REGULATIONS APPLICABLE TO ALL ZONES", TO TITLE 19 OF THE DUARTE DEVELOPMENT CODE IN ITS ENTIRETY, TO REVISE REGULATIONS PRIMARILY RELATED TO WATER EFFICIENT LANDSCAPING, IN COMPLIANCE WITH NEW STATE REQUIREMENTS

Item E – Council Bill 16-R-06
RESOLUTION NO. 16-06
L.A. County General Services
Agreement renewal

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, APPROVING THE RENEWAL OF THE GENERAL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES

RESOLUTION
Council Bill 16-R-07
Purchase/Sale Agreement
956 Huntington Drive

Cosgrove read by title Council Bill 16-R-07:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT FOR THE PURCHASE OF THE PROPERTY AT 956 HUNTINGTON DRIVE FROM SOUTHERN PACIFIC REALTY PARTNERS III, LLC TO THE CITY FOR ITS FULL FAIR MARKET VALUE

Craig Hensley presented a staff report about the agreement, purchase price, and real estate cost.

RESOLUTION NO. 16-07

Fasana moved, Reilly seconded to approve the agreement, and to adopt Resolution No. 16-07, and carried with Kang absent.

ORAL COMMUNICATIONS
(Continuation)

The following spoke on items not on the Agenda.
Mr. Nakamura – Street cleaning, mosquitos.

ITEMS FROM CITY COUNCIL
CITY MANAGER

COSGROVE: Thanked City Council for his appointment, and stated he is looking forward to working together.

GEORGE: Stated he and Councilmember Fasana attended the COG strategic planning workshop, and he and Brian Villalobos will be attending the annual City Manager/Sheriff's Conference on Thursday and Friday of this week.

PARAS-CARACCI: Stated she spoke at the Kiwanis Club of Fil-Am Metro LA, rode the City of Hope float in the Golden Dragon Parade in Chinatown, she was invited by the Consul General of the Philippines to meet President Aquino III, she cast Duarte's vote for Michael Cacciotti for AQMD representation, commended Steve Ly, and stated prior to Wilderness Day, there is graffiti on some walls facing Encanto in Azusa that need to be painted over.

REILLY: Attended LARA awards event, she took a windshield tour of the Gold Line pre-passenger service, stated on the west side of Highland between Evergreen and Business Center Drive, there is no sidewalk (Hensley noted that is part of the ATP project), inquired about the roofing on Grocery Outlet (Hensley responded), asked if the two lanes of parking closest to the Senior Center can be marked for seniors only, thanked Jeff Melching for doing a great job, and welcomed David Cosgrove.

FASANA: Stated he and the City Manager attended the SGV COG strategic planning session where there were discussions about transportation, Alameda corridor east, stormwater regulations, housing, and homeless services, stated Mike Gatto is proposing legislation related to parking and street sweeping that we can look at, inquired if we have updated bus routes on our website (Petersen responded about new signs, maps, and routes), stated he is not concerned that we need to put stop times on each sign, encouraged all to look for opportunities to use transit,

an announcement will be made soon about the Culver City to Santa Monica route, and asked that the Council Meeting also be adjourned in memory of Beverly Margett.

FINLAY: Discussed an article in the newspaper regarding the red line, she is looking forward to the March 5th grand opening event, thanked Councilmember Fasana for his part in bringing mass transit to the area, looking forward to Wilderness Day on April 2, one website rated Fish Canyon Falls as the top waterfall in Southern California, thanked the Ed Foundation for giving \$30,000 to DUSD for new musical instruments, and stated Jeff Melching will be missed.

ADJOURNMENT

The meeting was adjourned at 9:16 p.m., in memory of Antonin Scalia, Beverly Margett, and Kevin Fish.

Mayor Pro Tem Margaret Finlay

ATTEST:

City Clerk



City of Duarte

Council Warrant Register by Account By Fund

Payment Dates 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7647	U.S. BANK	Reilly-CCCA Sacramento Hotel 1/2016	204273		297.73
100-1005-7647	U.S. BANK	Reilly-CCCA Sacramento-SuperShuttle 1/16	204273		30.68
100-1005-7647	U.S. BANK	Reilly-CCCA Sacramento Airfare 1/2016	204273		430.96
100-1005-7647	LIZ REILLY	CCCA Conf/Mtg Expense Reimb	204311		107.17
100-1005-7980	SHAFFER AWARDS	Commission Ochoa Plaque	204318		20.86
100-1005-7980	SHAFFER AWARDS	Attorney Melching Plaque	204318		25.22
100-1005-7980	MAXTREME INC	iPad Keyboard-Council	25		54.48
100-1005-7980	MAXTREME INC	iPad Keyboard-Council	25		54.49
100-1005-7980	SAN GABRIEL VALLEY CITY MANAG	Coronne Jacob LA Co Police Chiefs Mtg	204260		30.00
100-1005-7980	BOTANICA FLORIST	Presentation Bouquet	204201		38.15
100-1010-7610	SAN GABRIEL VALLEY CITY MANAG	D George LA Co Police Chiefs Mtg	204260		30.00
100-1010-7610	SAN GABRIEL VALLEY CITY MANAG	Karen H LA Co Police Chiefs Mtg	204260		30.00
100-1010-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 7/15 - 2/23/16	204258		66.00
100-1010-7650	SHELL	Fuel-City Vehicles	204263		69.17
100-1010-7670	SAN GABRIEL VALLEY NEWSPAPERS	Legal Advertising 1/16	204261		2,001.68
100-1020-7712	U.S. BANK	Facebook Ads	204273		7.98
100-1020-7722	MAD HAUS CREATIVE INC	accessduarte.com Web Hosting/Maint 2/16	204232		850.00
100-1020-7724	VALLEYCREST LANDSCAPE MAINTEN	Landscape Maintenance 2/2016	204326		115.00
100-1025-7702	NATIONAL LEAGUE OF CITIES	2016 Membership Dues	204241		1,861.00
100-1205-7610	SAN GABRIEL VALLEY CITY MANAG	Tony Haynes LA Co Police Chiefs Mtg	204260		30.00
100-1205-7610	SAN GABRIEL VALLEY CITY MANAG	Brian V LA Co Police Chiefs Mtg	204260		30.00
100-1205-7610	AIDA TORRES	Violence Prevention Symposium	204272		45.00
100-1205-7612	CACEO	L Breceda 2016 Dues	204204		85.00
100-1205-7614	DUARTE PUBLIC SAFETY PETTY CAS	Office Supplies	204213		9.79
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	204268		33.11
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	204322		13.33
100-1205-7615	AUTOZONE	LED Emergency Flares	204289		257.55
100-1205-7636	FSP DESIGNS	PS Intern Polo Shirt	204300		47.96
100-1205-7650	DUARTE PUBLIC SAFETY PETTY CAS	Veh 35 Carwash	204213		9.00
100-1205-7650	AUTOZONE	Veh 34 Windshield Wipers	204289		63.02
100-1205-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 7/15 - 2/23/16	204258		135.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY CAS	Knott's Youth Field Trip Parking	204213		60.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY CAS	Knotts Youth Field Trip Snack	204213		5.14
100-1205-7779	WALMART COMMUNITY/RFCSLLC	Probation Trip Snack 2/21/16	204328		41.13
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 1/16	204210		240.00
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-City Vehicles/Sheriff's	204244		397.60
100-1205-7781	LOS ANGELES COUNTY SHERIFF'S D	Saturation Patrol 12/15	204230		1,187.03
100-1205-7781	ROUTE 66 CAR WASH	Vehicle Cleaning 7/15 - 2/23/16	204258		570.00
100-1405-7613	U.S. BANK	Hightail-Large Data Transfer-Metro Grant	204273		15.99
100-1405-7613	U.S. BANK	Parking Decals (Smart Sign)	204273		879.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		9.07
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		11.67
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		83.41
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		60.80
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		25.41
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		113.89
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		141.96
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	204268		120.82
100-1405-7690	SHAUNA PIERCE	Planning Commission Meeting	204246		20.00
100-1405-7690	SHERYL LEFMANN	Planning Commission Meeting	204229		20.00
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	204279		20.00
100-1405-7690	GEORGE K FARRA	Planning Commission Meeting	204218		20.00
100-1405-7690	PAULA WATSON-GARDNER	Planning Commission Meeting	204281		20.00

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1405-7965	MOORE IACOFANO GOLTSMAN INC	Contract Planner 10/15	204238		195.00
100-1405-7965	SORCINELLI ARCHITECTS INCORPO	Mikes Ctr Design Assistance	204321		827.36
100-1405-7965	PLACEWORKS	COH Specific Plan/EIR 1/2016	204308	201406-Prof Serv-City of Hope EIR Reimb	13,090.85
100-1405-7965	ROSENOW SPEVACEK GROUP INC	Third St Property Analysis	204316		6,085.00
100-1405-7969	RKA CONSULTING GROUP	City Engineer 12/15	204315		3,675.00
100-1405-7969	RKA CONSULTING GROUP	Engineer-Metro Gold Line 12/15	204315	250000 - City Engineer - Gold Line Project	150.00
100-1405-7980	MAXTREME INC	Wireless Mouse-2	25		65.38
100-1410-7610	MAINTENANCE SUPERINTENDENTS	Troy W General Meeting	204234		20.00
100-1410-7614	STAPLES ADVANTAGE	Office Supplies	204268		68.60
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 1 BIT Inspection Repairs	204285		1,910.39
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 5 BIT Inspection Repairs	204285		158.81
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 18 PM Service/Repair	204285		1,131.11
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 7 Tailgate Handle Repair	204285		176.92
100-1410-7650	FRONTIER HARDWARE	Vehicle Maintenance	204299		8.15
100-1410-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	204244		59.17
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 2/2016	204283		58.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 2/2016	204283		58.00
100-1410-7814	SUPERIOR PROPERTY SERVICES INC	Graffiti Removal 1/2016	204324		130.98
100-1410-7887	FRONTIER HARDWARE	Wheel Barrow Repair	204299		50.12
100-1410-7887	FRONTIER HARDWARE	Banner Supplies	204299		10.31
100-1410-7887	FRONTIER HARDWARE	Banner Supplies	204299		14.10
100-1410-7887	SUPERCO SPECIALTY PRODUCTS	Graffiti Remover	204323		210.67
100-1410-7887	ARBOR NURSERY PLUS	Trees	204287		158.70
100-1410-7887	HOME DEPOT CREDIT SERVICES	Touch Up Paint	204227		7.37
100-1410-7980	FRONTIER HARDWARE	Bus Bench Cleaner	204299		13.27
100-1410-7980	SOUTHEAST CONSTRUCTION PROD	Sand-El Nino Sandbags Class	204266	201617-Other Exp-El Nino Cost	256.70
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	COBRA-COMBI DRILL BREAKER	204307		6,090.38
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	SHIPPING	204307		100.59
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	DRILL ROD 7/8 X 4-1/4"	204307		117.86
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	THREADED DRILL BIT 3"	204307		245.25
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	LARGE TAPER TANK 7/8 X 4-1/4"	204307		104.91
100-1410-7980	PACIFIC PRODUCTS & SERVICES INC	2" DRIVE CAP	204307		224.81
100-1410-7980	HOME DEPOT CREDIT SERVICES	Pops Rd Landscape	204227		21.66
100-1410-7980	ACOSTA GROWERS INC	Pepper Trees-Pops Rd Lot	204284		109.00
100-1410-7980	HOME DEPOT CREDIT SERVICES	North Yard Supplies	204227		3.75
100-1410-7980	HOME DEPOT CREDIT SERVICES	North Yard Supplies	204227		9.30
100-1410-7980	HOME DEPOT CREDIT SERVICES	Pops Rd Tree Wells	204227		14.62
100-1415-7916	VALLEYCREST LANDSCAPE MAINTNE	Landscape Maintenance 2/2016	204326		2,130.00
100-1500	VICTOR VALENZUELA	Advance-Ca Golden Gloves Boxing Tourn	204276		875.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	204268		88.49
100-1605-7614	STAPLES ADVANTAGE	Meeting Room Tables/Stand	204322		158.46
100-1605-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 100 BIT Inspection Repair	204285		158.81
100-1605-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 7/15 - 2/23/16	204258		39.00
100-1605-7650	EXXONMOBIL	Fuel-City Vehicles	204217		110.48
100-1605-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	204244		52.63
100-1605-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	204244		37.33
100-1605-7691	CABRERA'S DUARTE	Needs Assessment Community Workshop	204203	201613-P&R Commission-LA County Stud	645.56
100-1605-7693	THAI CITY	TC MYC Dinner	204271		136.25
100-1605-7728	DUARTE RECREATION PETTY CASH	Americorp Supplies	204214	201605 - Duarte's Promise - America's Pr	40.73
100-1605-7728	CESAR CHAVEZ FOUNDATION	Speaker Fee-Cesar Chavez Event	204206	201605 - Duarte's Promise - America's Pr	150.00
100-1605-7728	STAPLES ADVANTAGE	Job Shadow Supplies	204268	201605 - Duarte's Promise - America's Pr	48.62
100-1605-7730	THE SAUCE CREATIVE SERVICES	Wilderness Trail Closure Signs	204317		113.48
100-1605-7733	RALPHS GROCERY COMPANY	Receipt Copy Charge	204252		2.00
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Party Supplies	204214		30.52
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Parking	204214		20.00
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Supplies	204214		6.53
100-1605-7733	SMART & FINAL	SC Valentine's Dinner Supplies	204320		18.15
100-1605-7733	RALPHS GROCERY COMPANY	SC Supplies	204309		67.50
100-1605-7733	RALPHS GROCERY COMPANY	SC Valentine's Day Party	204252		27.86
100-1605-7733	M & L ENTERPRISES SPORTS	SC Softball Umpire	204231		297.00

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7733	DR BRICE HARRIS JR	SC Middle East Alliances Lecture	204302		50.00
100-1605-7733	DUARTE PETTY CASH/BINGO PRIZE	SC Petty Cash Bingo Prize Money	204212		125.00
100-1605-7733	RALPHS GROCERY COMPANY	SC Christmas Party Supplies	204252		61.75
100-1605-7733	DUARTE PETTY CASH/BINGO PRIZE	SC Petty Cash Bingo Prize Money	204212		100.00
100-1605-7735	MARILYN MAYS	Art Workshop Supplies	204236		204.28
100-1605-7735	WALMART COMMUNITY/RFCSLLC	TC Snack Bar Supplies	204328		32.24
100-1605-7735	DUARTE RECREATION PETTY CASH	TC Parking	204214		35.00
100-1605-7735	DUARTE RECREATION PETTY CASH	TC Special Event Supplies	204214		28.73
100-1605-7735	DUARTE RECREATION PETTY CASH	TC Dance Supplies	204214		5.42
100-1605-7735	DUARTE CHAMBER OF COMMERCE	TC Special Event Prizes	204297		84.00
100-1605-7735	ATHENA MARDEN	Youthworks Internship Program	204235		100.00
100-1605-7735	JAVIER MUNOZ	Youthworks Internship Program	204239		100.00
100-1605-7735	CHRISTINA ORTEGA	Youthworks Internship Program	204245		100.00
100-1605-7735	LONSEL BENNETT	Youthworks Internship Program	204199		100.00
100-1605-7735	JENNIFER GARCIA	Youthworks Internship Program	204222		100.00
100-1605-7735	YESENIA CHAVEZ	Youthworks Internship Program	204207		100.00
100-1605-7735	RALPHS GROCERY COMPANY	TC Tournament Tuesday Prizes	204252		115.80
100-1605-7735	FSP DESIGNS	TC Student Intern Shirts	204300		116.41
100-1605-7735	DUARTE CHAMBER OF COMMERCE	TC Tournament Prizes	204297		75.00
100-1605-7735	DUARTE CHAMBER OF COMMERCE	TC Tournament Prizes	204297		75.00
100-1605-7738	SIX FLAGS MAGIC MOUNTAIN	TC Excursion Tickets	204265		1,747.53
100-1605-7744	CYNTHIA SIERRA	Teen Nutrition Council	204264		100.00
100-1605-7744	ALFREDO ALVARDO	Teen Nutrition Council	204196		100.00
100-1605-7744	EMILY DIAZ	Teen Nutrition Council	204211		100.00
100-1605-7744	FELIPE VALDEZ	Teen Nutrition Council	204275		100.00
100-1605-7744	CASSANDRA GONZALEZ	Teen Nutrition Council	204224		100.00
100-1605-7744	MARISOL ARIAS	Teen Nutrition Council	204197		100.00
100-1605-7745	PRO BOXING EQUIPMENT COMPA	TC Boxing Equipment	204251	201616-Boxing Program-CalgripFY2016-1	415.00
100-1605-7745	VENUM	TC Boxing Equipment	204327	201616-Boxing Program-CalgripFY2016-1	1,079.64
100-1605-7980	DUARTE RECREATION PETTY CASH	Recreation Gift Certificates	204214		15.00
100-1605-7980	FRONTIER HARDWARE	Youth Sports Supplies	204299		3.80
100-1605-7980	SOUTHERN CALIFORNIA MUNICIPA	Youth Football Registration	204267		42.00
100-1605-7980	SOUTHERN CALIFORNIA MUNICIPA	Volleyball NFHS Books	204267		10.00
100-1610-7618	FRONTIER HARDWARE	Facility Maint Rain Gear	204299		68.57
100-1610-7618	FRONTIER HARDWARE	Plumbing Repair Supplies	204299		24.98
100-1610-7618	FRONTIER HARDWARE	PS Restroom Repairs	204299		56.56
100-1610-7618	FRONTIER HARDWARE	PS Restroom Repairs	204299		86.62
100-1610-7618	FRONTIER HARDWARE	PS Restroom Repairs	204299		28.63
100-1610-7618	FRONTIER HARDWARE	CC Podium Repairs	204299		17.08
100-1610-7618	FRONTIER HARDWARE	CC Lift Repair	204299		21.79
100-1610-7618	FRONTIER HARDWARE	Key Masters/Batteries	204299		30.44
100-1610-7618	FRONTIER HARDWARE	CC Paint Supplies	204299		17.79
100-1610-7618	FRONTIER HARDWARE	Paint Supplies	204299		58.81
100-1610-7618	FRONTIER HARDWARE	SC Kitchen Repairs	204299		22.09
100-1610-7618	FRONTIER HARDWARE	TC Repairs	204299		2.47
100-1610-7618	FRONTIER HARDWARE	Paint Supplies	204299		14.65
100-1610-7618	HOME DEPOT CREDIT SERVICES	Blockwall Paint	204227		513.14
100-1610-7618	SMART & FINAL	SC Coffee Supplies	204320		223.32
100-1610-7618	HOME DEPOT CREDIT SERVICES	Tools/Supplies/Repairs	204227		20.36
100-1610-7618	HOME DEPOT CREDIT SERVICES	Paint Supplies/Water Filters	204227		207.80
100-1610-7618	HOME DEPOT CREDIT SERVICES	Trail Tools/Supplies	204227		59.69
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	204282		1,071.90
100-1610-7618	HOME DEPOT CREDIT SERVICES	Blower/Gloves	204227		531.65
100-1610-7618	HOME DEPOT CREDIT SERVICES	Plumbing Repairs	204227		15.51
100-1610-7618	HOME DEPOT CREDIT SERVICES	Facility Supplies	204227		321.92
100-1610-7652	CHARLIE'S FENCE CO	Skate Park Fence Repair	204294		425.00
100-1610-7652	SOUTHEAST CONSTRUCTION PROD	Pea Gravel-Duarte Park	204266		47.74
100-1610-7652	UNITED SITE SERVICES	Portable Toilet-Sports Pk 2/2/16 - 2/29/16	204274		88.67
100-1610-7652	ALL COURT COVERS	Tennis Court Windsscreens	204286		3,187.95
100-1610-7652	MERRY PLUMBING COMPANY	FC Plumbing Repairs	204237		816.91

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1610-7652	MERRY PLUMBING COMPANY	TC Drinking Fountain Replacement	204237		1,156.93
100-1610-7652	AIR-TRO INC	HVAC Service Call-Public Safety	204195		108.00
100-1610-7652	BCM CONSTRUCTION	Futsal Court Concrete Repair	204290		2,500.00
100-1610-7652	ARCHITECTURAL DESIGN & SIGNS I	Message Board Sign Repair	204288		480.00
100-1610-7652	VULCAN CONSTRUCTION MATERIA	Gravel-Duarte Park	204280		212.32
100-1610-7652	VULCAN CONSTRUCTION MATERIA	Gravel-Duarte Park	204280		145.80
100-1610-7652	BURRTEC WASTE SERVICES LLC	Trash Srvcs-Montessori 3/2016	204202	210039- Bldg Maint Services - Montessori	119.44
100-1610-7652	POST ALARM SYSTEMS	South Yard Alarm Repair	204249		150.00
100-1610-7830	THE TECHNOLOGY DEPOT INC	Phone Support 2/24/16 - 3/23/16	204269		422.00
100-1805-7612	CSMFO	K Petersen 2016 CSMFO Membership	204208		110.00
100-1805-7612	CSMFO	R Cathey 2016 Membership	204208		110.00
100-1805-7614	OFFICE SOLUTIONS INC	Office Supplies	204242		195.93
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2016	204269		578.00
100-1815-7965	MAXTREME INC	IT Helpdesk 2/2016	25		8,100.00
100-1815-7980	MAXTREME INC	IT Cables	25		145.24
100-1815-7980	MAXTREME INC	Crash Plan Recovery 2/2016	25		200.00
100-1825-7613	GRAND PRINTING INC	Business Cards-Kang/Finlay	204301		407.66
100-1825-7613	OFFICE SOLUTIONS INC	Copier Paper	204242		306.73
100-1825-7626	POSTMASTER	Permit #33 Standard Mail Permit	204250		225.00
100-1825-7626	FEDEX	Document Delivery	204219		25.93
100-1825-7630	RICOH USA INC	Copier Lease-PS 2/19/16 - 3/18/16	204254		776.11
100-1825-7630	RICOH USA INC	Copier Lease-CH 3/19/16 - 4/18/16	204254		1,637.07
100-1825-7630	MAILFINANCE	Postage Machine 2/23/16 - 5/22/16	204233		352.72
100-1825-7631	RICOH USA INC	Copier Maintenance 2/19/16 - 3/18/16	204253		1,365.59
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	204292		435.21
100-1825-7674	PHILLIP REYES	Health Insurance Reimbursement	204312		217.60
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	204291		217.60
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	204293		217.60
100-1825-7674	DOROTHY MONTGOMERY	Health Insurance Reimbursement	204306		217.60
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	204216		565.78
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	204303		435.21
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	204304		435.21
100-1825-7687	BE.ROYAL OAKS	LARA Event Catering	204259		632.93
100-1825-7687	TRIFORMIS CORPORATION	Soil Saver Compost Bins	204325		3,446.55
100-1825-7688	HULS ENVIRONMENTAL MANAGE	Used Oil Grant Consultant	204228	240000 - Oil Recycling Grnt -Used Oil Recy	137.50
100-1825-7688	DUARTE CHAMBER OF COMMERCE	Duarte View Ad 11/15 - 2/16	204297	240000 - Oil Recycling Grnt -Used Oil Recy	428.00
100-1825-7945	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326	990002 - Oper of Acq Prop - Duarte Traile	41.67
100-1825-7945	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326	250016-Oper of Acq Prop-1229 Pops Roa	41.67
100-1825-7980	MAXTREME INC	Wireless Mouse-IT	25		14.15
100-1825-7980	COUNTY OF LOS ANGELES DEPART	Sewer Charges FY 2015/16	204295		833.25
100-1830-8100	SIERRA CHRYSLER DODGE JEEP RA	Admin Fee/Lic Fee	204194		109.00
100-1830-8100	SIERRA CHRYSLER DODGE JEEP RA	CA Tire Tax	204194		8.75
100-1830-8100	SIERRA CHRYSLER DODGE JEEP RA	2016 Dodge Grand Caravan	204194		23,457.92
100-1830-8100	REYNOLDS BUICK INC	CA Tire Tax	204313		8.75
100-1830-8100	REYNOLDS BUICK INC	2016 GMC Canyon 2WD Ext Cab	204313		32,585.89
100-1830-8100	REYNOLDS BUICK INC	Options - Ladder Rack and Side Mount Toolboxes	204313		948.30
100-2023	DUARTE RECREATION PETTY CASH	City Kitty Get Well Cards	204214		6.19
100-2120	LETICIA SANCHEZ	CC Rent Deposit Refund	204262		500.00
100-2120	CUB SCOUT PACK 114	Gazebo Rent Deposit Refund	204209		50.00
100-2120	MARIBEL OLSON	TC Rent Deposit Refund	204243		300.00
100-2120	ERIC GOSALVEZ	Gazebo Rent Deposit Refund	204225		50.00
100-2120	SANDRA CALDERA	ROP Bldg Rent Deposit Refund	204205		150.00
100-4005	FOUR JOYS INVESTMENTS	TOT Overpayment (10/15 - 12/15)	204221		964.17
100-4204	MARCELINO BARRAGAN	2014/15 Dog License Refund	204198		48.00
100-4204	MARCELINO BARRAGAN	2014/15 Dog License Refund	204198		48.00
100-4204	MARCELINO BARRAGAN	2015/16 Dog License Refund	204198		48.00
100-4204	MARCELINO BARRAGAN	2015/16 Dog License Refund	204198		48.00
100-4404	SANDRA CALDERA	Extra Rental Time	204205		-35.00
100-4806	NELCI PEREZ MUNOZ	Refund-A Really Big Show	204240		164.00
100-4806	ERROL VANSANT	Refund-A Really Big Show	204278		164.00

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-4806	OLGA BILBREY	Refund-A Really Big Show	204200		78.00
100-4806	NICK TERBOVIC	Refund-A Really Big Show	204270		82.00
100-4806	MARTIN RODEN	Refund-A Really Big Show	204255		82.00
100-4806	DENNIS ROSS	Refund-A Really Big Show	204257		82.00
100-4806	GENE & JOYCE PLATT	Refund-A Really Big Show	204247		164.00
100-4806	BOB PORLIER	Refund-A Really Big Show	204248		78.00
100-4806	ODETTE DUGAT	Refund-A Really Big Show	204215		78.00
100-4806	GEORGE VANHOVE	Refund-A Really Big Show	204277		78.00
100-4806	OLGA GRAU	Refund-A Really Big Show	204226		82.00
100-4806	ANN GARNER	Refund-A Really Big Show	204223		78.00
100-4806	SONIA FERRER	Refund-A Really Big Show	204220		78.00
100-4806	ROSE ROLLINS	Refund-A Really Big Show	204256		78.00
Fund 100 - GENERAL FUND Total:					154,242.35

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 220 - GAS TAX FUN					
220-2210-7813	RIGHT OF WAY INC	Regulatory Signs-Woodward Area	204314		4,218.30
Fund 220 - GAS TAX FUN Total:					4,218.30

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7888	HOME DEPOT CREDIT SERVICES	Vineyard Street Light Numbers	204227		5.41
240-2405-7888	RAYVERN LIGHTING SUPPLY INC	Street Light Repairs	204310		1,199.49
240-2405-7888	HOME DEPOT CREDIT SERVICES	Street Light Repairs	204227		155.24
240-2405-7890	SIEMENS INDUSTRY INC	Traffic Signal Maintenance 1/16	204319		773.19
240-2405-7890	SIEMENS INDUSTRY INC	Traffic Signal Call Outs 1/16	204319		659.82
240-2410-7888	HOME DEPOT CREDIT SERVICES	Duarte Pk Drain Installation	204227		251.60
240-2410-7896	ACOSTA GROWERS INC	Eucalyptus Trees-Hunt Dr	204284		59.95
240-2410-7896	HOME DEPOT CREDIT SERVICES	Bridge Tree Wells	204227		7.42
240-2410-7896	ARBOR NURSERY PLUS	Trees	204287		492.68
240-2410-7906	WEST COAST ARBORISTS INC	Tree Removal	204329		467.25
240-2410-7915	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		7,500.00
240-2410-7917	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		4,630.00
240-2420-7887	FRONTIER HARDWARE	Kendrick Tract Irrigation Repair	204299		53.54
240-2420-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		345.16
240-2421-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		1,300.00
240-2422-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		480.58
240-2423-7887	HOME DEPOT CREDIT SERVICES	Amberwood Overseed Turf	204227		69.54
240-2423-7887	ARBOR NURSERY PLUS	Trees	204287		122.08
240-2423-7887	HOME DEPOT CREDIT SERVICES	Sign Post Repairs	204227		6.47
240-2423-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		900.00
240-2424-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		550.00
240-2425-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		400.00
240-2426-7810	A1 MAINTENANCE SERVICES CA	Mikes Ctr Sweeping 2/2016	204283		747.00
240-2426-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		180.00
240-2427-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		630.33
240-2431-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		800.00
240-2432-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		835.00
240-2433-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		530.00
240-2434-7887	ARBOR NURSERY PLUS	Trees	204287		30.52
240-2434-7914	VALLEYCREST LANDSCAPE MAINT	Landscape Maintenance 2/2016	204326		355.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					24,537.27

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	MARTINEZ CONCRETE INC	Removal of Architecrtual Barriers	204305	201601-Construct-ADA CURB RMP FY15/	64,656.10
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					64,656.10

Council Warrant Register by Account

Payment Dates: 2/24/2016 - 3/8/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7614	STAPLES ADVANTAGE	Printer Ink	204268		215.01
440-4405-7650	FRONTIER HARDWARE	South Yard Supplies	204299		3.80
440-4405-7650	FRONTIER HARDWARE	South Yard Supplies	204299		38.11
440-4405-7650	AUTOZONE	South Yard Supplies	204289		92.17
440-4405-7650	STAPLES ADVANTAGE	South Yard Supplies	204268		80.32
440-4405-7814	SUPERIOR PROPERTY SERVICES INC	Graffiti Removal 1/2016	204324		392.97
440-4405-7887	CUMMINS PACIFIC LLC	Bus 103 Air Compressor/Gaskets	204296		1,225.90
440-4405-7887	ALEX ROMO AUTO & TRUCK REPAI	Veh 26 PM Service/Repair	204285		79.28
440-4405-7887	ELDORADO NATIONAL-CALIFORNIA	Bus 104 Repair	204298		2,961.18
440-4405-7887	AUTOZONE	Return-Wiper Blades	204289		-4.85
440-4405-7887	AUTOZONE	Battery	204289		19.62
440-4405-7887	ROUTE 66 CAR WASH	Vehicle Cleaning 7/15 - 2/23/16	204258		45.00
440-4405-7980	MAXTREME INC	Cellphone Charge Cord	25		21.79
Fund 440 - PROPOSITION A TRANSIT FUND Total:					5,170.30
Grand Total:					252,824.32

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	154,242.35
220 - GAS TAX FUN	4,218.30
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	24,537.27
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	64,656.10
440 - PROPOSITION A TRANSIT FUND	5,170.30
Grand Total:	252,824.32

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7647	Travel & Exp - Reilly	866.54
100-1005-7980	Other Expenses	223.20
100-1010-7610	Travel, Mtgs & Conf	60.00
100-1010-7650	Vehicle Maintenance	135.17
100-1010-7670	Legal Notices	2,001.68
100-1020-7712	Community Information	7.98
100-1020-7722	City Web Site	850.00
100-1020-7724	Post Office Parking	115.00
100-1025-7702	Natn'L League Of Cities	1,861.00
100-1205-7610	Travel, Mtgs & Conf	105.00
100-1205-7612	Publications and Dues	85.00
100-1205-7614	Office Supplies	56.23
100-1205-7615	Emergency Supplies	257.55
100-1205-7636	Uniforms	47.96
100-1205-7650	Vehicle Maintenance	207.02
100-1205-7779	Youth Programs	106.27
100-1205-7780	Animal Control	240.00
100-1205-7781	Contract Law Enforceme	2,154.63
100-1405-7613	Duplications And Photos	894.99
100-1405-7614	Office Supplies	567.03
100-1405-7690	Planning Commission	100.00
100-1405-7965	Professional Services	20,198.21
100-1405-7969	City Engineer	3,825.00
100-1405-7980	Other Expenses	65.38
100-1410-7610	Travel, Mtgs & Conf	20.00
100-1410-7614	Office Supplies	68.60
100-1410-7650	Vehicle Maintenance	3,444.55
100-1410-7810	Street Sweeping	116.00
100-1410-7814	Graffiti Removal	130.98
100-1410-7887	Repairs & Replacements	451.27
100-1410-7980	Other Expenses	7,312.10
100-1415-7916	Landscape-Sport Park	2,130.00
100-1500	Advances	875.00
100-1605-7614	Office Supplies	246.95
100-1605-7650	Vehicle Maintenance	398.25
100-1605-7691	Parks & Rec Commission	645.56
100-1605-7693	Youth Council	136.25
100-1605-7728	Americorp's VIP Progra	239.35
100-1605-7730	Special Events	113.48
100-1605-7733	Senior Center	806.31
100-1605-7735	Teen Center	1,371.88
100-1605-7738	Teen Excursions	1,747.53
100-1605-7744	Nutrition Program Costs	600.00
100-1605-7745	Boxing Program	1,494.64
100-1605-7980	Other Expenses	70.80
100-1610-7618	Building Supplies	3,415.77
100-1610-7652	Building Maint Services	9,438.76
100-1610-7830	Telephones	422.00

Account Summary

Account Number	Account Name	Payment Amount
100-1805-7612	Publications and Dues	220.00
100-1805-7614	Office Supplies	195.93
100-1815-7821	Personal Computer Sup	578.00
100-1815-7965	Professional Services	8,100.00
100-1815-7980	Other Expenses	345.24
100-1825-7613	Duplications And Photos	714.39
100-1825-7626	Postage	250.93
100-1825-7630	Equipment Lease	2,765.90
100-1825-7631	Equipment Maintenance	1,365.59
100-1825-7674	Retiree Health Insurance	2,741.81
100-1825-7687	Waste Mgmt Services	4,079.48
100-1825-7688	Oil Recycling Grant	565.50
100-1825-7945	Operation Of Acq Prop	83.34
100-1825-7980	Other Expenses	847.40
100-1830-8100	Vehicle Replacement	57,118.61
100-2023	EE City Kitty Contributio	6.19
100-2120	Refundable Deposits	1,050.00
100-4005	Transient Occupancy Ta	964.17
100-4204	Animal Licenses	192.00
100-4404	Other Building Rentals	-35.00
100-4806	Excursion Fees	1,366.00
220-2210-7813	Regulatory Signs	4,218.30
240-2405-7888	Repairs-Citywide	1,360.14
240-2405-7890	Repairs-Traffic Signal	1,433.01
240-2410-7888	Repairs-Citywide	251.60
240-2410-7896	Tree Planting-Citywide	560.05
240-2410-7906	Tree Trim-Citywide	467.25
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7887	Repairs & Replacements	53.54
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7887	Repairs & Replacements	198.09
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7810	Street Sweeping	747.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7887	Repairs & Replacements	30.52
240-2434-7914	Landscape Maintenance	355.00
260-2605-8061	ADA Curb Ramps	64,656.10
440-4405-7614	Office Supplies	215.01
440-4405-7650	Vehicle Maintenance	214.40
440-4405-7814	Graffiti Removal	392.97
440-4405-7887	Repairs & Replacements	4,326.13
440-4405-7980	Other Expenses	21.79
Grand Total:		252,824.32

Project Account Summary

Project Account Key	Payment Amount
None	171,522.84
201406-Prof Serv-City of Hope EIR Reimb	13,090.85
201601-Construct-ADA CURB RMP FY15/16 (601723-15	64,656.10

Project Account Summary

Project Account Key	Payment Amount
201605 - Duarte's Promise - America's Promise Exp	239.35
201613-P&R Commission-LA County Study Area	645.56
201616-Boxing Program-CalgripFY2016-17	1,494.64
201617-Other Exp-El Nino Cost	256.70
210039- Bldg Maint Services - Montessori School	119.44
240000 - Oil Recycling Grnt -Used Oil Recycling Grnt	565.50
250000 - City Engineer - Gold Line Project	150.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	252,824.32



City of Duarte

Council Warrant Register Over \$5000

By Payment Number

Payment Dates 2/24/2016 - 3/8/2016

Payment Number	Payment Date	Payable Number	Vendor #	Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
204194	2/25/2016		5508		SIERRA CHRYSLER DODGE JEEP RAM			23,575.67
		89003 D967 GR2851		Admin Fee/Lic Fee		100-1830-8100		109.00
		89003 D967 GR2851		2016 Dodge Grand Caravan		100-1830-8100		23,457.92
		89003 D967 GR2851		CA Tire Tax		100-1830-8100		8.75
204305	3/8/2016		3844		MARTINEZ CONCRETE INC			64,656.10
		1599-1		Removal of Architectural Barriers		260-2605-8061	201601-Construct-ADA CURB RMP FY15/16 (601	64,656.10
204307	3/8/2016		5312		PACIFIC PRODUCTS & SERVICES INC			6,883.80
		20426		THREADED DRILL BIT 3"		100-1410-7980		245.25
		20426		2" DRIVE CAP		100-1410-7980		224.81
		20426		COBRA-COMBI DRILL BREAKER		100-1410-7980		6,090.38
		20426		SHIPPING		100-1410-7980		100.59
		20426		DRILL ROD 7/8 X 4-1/4"		100-1410-7980		117.86
		20426		LARGE TAPER TANK 7/8 X 4-1/4"		100-1410-7980		104.91
204308	3/8/2016		5224		PLACEWORKS			13,090.85
		58364		COH Specific Plan/EIR 1/2016		100-1405-7965	201406-Prof Serv-City of Hope EIR Reimb	13,090.85
204313	3/8/2016		5374		REYNOLDS BUICK INC			33,542.94
		G16-0454		CA Tire Tax		100-1830-8100		8.75
		G16-0454		Options - Ladder Rack and Side Moun		100-1830-8100		948.30
		G16-0454		2016 GMC Canyon 2WD Ext Cab		100-1830-8100		32,585.89
204316	3/8/2016		4754		ROSENOW SPEVACEK GROUP INC			6,085.00
		I001180		Third St Property Analysis		100-1405-7965		6,085.00
204326	3/8/2016		3889		VALLEYCREST LANDSCAPE MAINTENANCE			21,764.41
		4966131		Landscape Maintenance 2/2016		100-1020-7724		115.00
		4966131		Landscape Maintenance 2/2016		100-1415-7916		2,130.00
		4966131		Landscape Maintenance 2/2016		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
		4966131		Landscape Maintenance 2/2016		100-1825-7945	250016-Oper of Acq Prop-1229 Pops Road	41.67
		4966131		Landscape Maintenance 2/2016		240-2410-7915		7,500.00
		4966131		Landscape Maintenance 2/2016		240-2410-7917		4,630.00
		4966131		Landscape Maintenance 2/2016		240-2420-7914		345.16
		4966131		Landscape Maintenance 2/2016		240-2421-7914		1,300.00
		4966131		Landscape Maintenance 2/2016		240-2422-7914		480.58
		4966131		Landscape Maintenance 2/2016		240-2423-7914		900.00
		4966131		Landscape Maintenance 2/2016		240-2424-7914		550.00
		4966131		Landscape Maintenance 2/2016		240-2425-7914		400.00
		4966131		Landscape Maintenance 2/2016		240-2426-7914		180.00
		4966131		Landscape Maintenance 2/2016		240-2427-7914		630.33
		4966131		Landscape Maintenance 2/2016		240-2431-7914		800.00
		4966131		Landscape Maintenance 2/2016		240-2432-7914		835.00
		4966131		Landscape Maintenance 2/2016		240-2433-7914		530.00
		4966131		Landscape Maintenance 2/2016		240-2434-7914		355.00
25	3/8/2016		4286		MAXTREME INC			8,655.53
		13174		iPad Keyboard-Council		100-1005-7980		54.48
		13174		Wireless Mouse-2		100-1405-7980		65.38
		13174		Wireless Mouse-IT		100-1825-7980		14.15
		13177		IT Cables		100-1815-7980		145.24
		13177		Cellphone Charge Cord		440-4405-7980		21.79
		13178		IT Helpdesk 2/2016		100-1815-7965		8,100.00
		13178		Crash Plan Recovery 2/2016		100-1815-7980		200.00

Council Warrant Register Over \$5000**Payment Dates: 2/24/2016 - 3/8/2016**

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	13181	iPad Keyboard-Council		100-1005-7980		54.49
Payment Total:						178,254.30

Report Summary**Fund Summary**

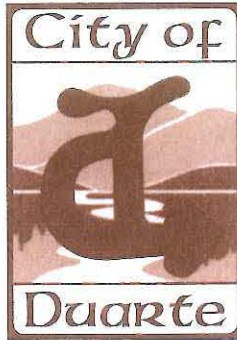
Fund	Payment Amount
100 - GENERAL FUND	94,140.34
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	19,436.07
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	64,656.10
440 - PROPOSITION A TRANSIT FUND	21.79
Grand Total:	178,254.30

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7980	Other Expenses	108.97
100-1020-7724	Post Office Parking	115.00
100-1405-7965	Professional Services	19,175.85
100-1405-7980	Other Expenses	65.38
100-1410-7980	Other Expenses	6,883.80
100-1415-7916	Landscape-Sport Park	2,130.00
100-1815-7965	Professional Services	8,100.00
100-1815-7980	Other Expenses	345.24
100-1825-7945	Operation Of Acq Prop	83.34
100-1825-7980	Other Expenses	14.15
100-1830-8100	Vehicle Replacement	57,118.61
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
260-2605-8061	ADA Curb Ramps	64,656.10
440-4405-7980	Other Expenses	21.79
Grand Total:		178,254.30

Project Account Summary

Project Account Key	Payment Amount
None	100,424.01
201406-Prof Serv-City of Hope EIR Reimb	13,090.85
201601-Construct-ADA CURB RMP FY15/16 (601723-15	64,656.10
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	178,254.30



Proclamation

SAFETY SEAT CHECKUP WEEK

WHEREAS, the number one preventable cause of death and injury to children and young adults is the automobile collision; and

WHEREAS, each year in California, more than 90 child passengers under 15 years old are killed, and more than 10,000 are injured in automobile collisions; and

WHEREAS, 71% of small children would be alive today if they had been properly restrained in child safety seats, and 45% of injuries to children could be prevented with the use of booster seats; and

WHEREAS, 90% of child restraints are used incorrectly, and infants and young children are not capable of initiating action to use proper restraints; and

WHEREAS, the State of California requires that all occupants be properly restrained in safety seats or safety belts, with children in the back seat until at least eight years of age; and

WHEREAS, crash-tested safety seats are moderately priced and widely available for purchase at retail stores, and at a low cost from safety seat distribution programs throughout California; and

WHEREAS, for over 35 years, Safety Belt Safe U.S.A. has been dedicated to protecting children from injury or death while being transported in a motor vehicle;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims April 3-9, 2016, as SAFETY SEAT CHECKUP WEEK, and encourages the use of proper restraints for all children and young adults when riding in a motor vehicle.

Mayor Samuel Kang

ATTEST:

City Clerk Marla Akana
Duarte, California

March 8, 2016



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STAFF

Stephanie M. Tombrello, LCSW, CPSTI

Executive Director

Kate Quirk, PhD, CPSTI

Project Coordinator

John Stubbs, CPSTI

Program Consultant

SafetyBeltSafe U.S.A.

1124 West Carson Street, LA BioMed, Building B-1 West, Torrance, CA 90502

Mailing address: P. O. Box 553, Altadena, CA 91003 www.carseat.org

(310) 222-6860 (800) 745-SAFE Spanish: (800) 747-SANO FAX (310) 222-6862

January 11, 2016

Mayor

1600 Huntington Drive

Duarte, CA 91010

Dear Mayor:

I am sure you are aware that traffic collisions take a major toll on people in our communities, but did you know that:

- Motor vehicle collisions are the #1 cause of death and serious injury for children
- More than 80% of small children killed in California died from preventable injuries
- More than 90% of children ride incorrectly restrained in the car?

You can help save children from suffering tragic injuries by making Safety Seat Checkup Week, April 3 – 9, a major event in your city. Here are some suggestions for promoting child passenger safety in your area:

- Issue a proclamation in recognition of Safety Seat Checkup Week (sample enclosed). Send your proclamation to us in advance for display at Safety Seat Checkup Day on April 9.
- Encourage targeted enforcement to increase the focus on violations of child safety seat and safety belt laws during Special Enforcement Week, March 27 – April 2, sponsored by the Peace Officers Association of Los Angeles County.
- Distribute posters and pamphlets through city agencies and employees. Resources are available from SafetyBeltSafe U.S.A.

We also invite families in your community to attend Safety Seat Checkup Day on Saturday, April 9, from 10:00 a.m. to 2:00 p.m. at the Petersen Automotive Museum in Los Angeles.

Trained volunteers will conduct detailed inspections of the installation and use of safety seats. Parents will be told if the safety seats have been recalled or need replacement parts and shown how to use them correctly.

Your support for this effort, reported to the press, may encourage them to publicize this subject more widely. Please share your plans for Safety Seat Checkup Week with us.

Sincerely yours,



Stephanie M. Tombrello, LCSW, CPSTI
Executive Director

The national non-profit organization dedicated to child passenger safety since 1980



Memorandum

To: City Council

From: Traffic Safety Commission

CC: Rafael O. Casillas, P.E., Public Works Manager

Date: 2/22/16

Subject: Commission Reorganization

At the regular meeting of the Traffic Safety Commission held on Tuesday, February 2, 2016, the Commission organized as follows:

Chairperson – Harold D. Johnson Jr.

Vice-Chairperson – Robert Jole

Agenda Memo City Manager's Office

To: Mayor and Members of the Duarte City Council
From: Karen A. Herrera, Deputy City Manager
Date: March 8, 2016
Subject: Approval – Authorization for City Manager to execute five-year License Agreement with Southern California Edison Company (SCE) for 21-space parking lot at the Duarte Post Office, effective May 1, 2016 – April 30, 2021

Recommendation

It is recommended that the City Council approve and authorize the City Manager to make final technical modifications and execute on behalf of the City a five-year License Agreement with Southern California Edison Company effective May 1, 2016 through April 30, 2021, for use of the 21-space parking lot at the Duarte Post Office located at 1220 Highland Ave.

Background

For decades, patrons of the Duarte Post Office and city officials alike complained about the lack of adequate parking at the Duarte Post Office. In 2000, the parking lot was finally expanded with assistance from the offices of US Senator Barbara Boxer and the City's then Congressman, David Dreier. The parking lot was expanded from 11 to 32, spaces and included a convenient new mail drop box. The City spent approximately \$45,000 to design, construct and landscape the new parking lot. The City also assumed liability, maintenance and utility costs for the property. To accomplish this project, the City entered into a licensing agreement between the City and Southern California Edison for land associated with the 21-space lot. At the same time, the City also negotiated a separate ground lease with the United States Postal Service getting them to reimburse the costs associated with 12 of the 21 spots. This arrangement continued for approximately 15 years.

Discussion

In January of this year, when staff first brought this item to Council, the members requested that staff explore with the Post Office whether or not this agreement was still necessary due to the perceived service reduction at the Duarte facility. They further requested that a representative from the Postal Service attend an upcoming Council meeting and present an update on these and further issues.

During this same period, the USPS notified the City that it no longer was going to enter into a ground lease with the City for 12 of the 21 spaces due to mail delivery changes at the Duarte facility. Specifically, the mail is no longer delivered directly out of the facility and hasn't been for several years. Thus, letter carriers no longer work out of this facility leaving all the parking in back of the facility theoretically available for public parking. However, the USPS does recognize the value of this additional parking area for it houses the very popular drive-through post office boxes and is willing to leave those in place. A separate agreement for just those boxes will be executed at a later date.

Also during this period, the Postal Service began closing its Duarte location lobby from 6:00 pm to 7:00 am daily. This service reduction has created a hardship for PO Box users, especially commuters. The reasoning, according to the Postal Service, behind this closure was to deal with vandalism and homeless issues that occur overnight in the facility's lobby. Unfortunately, the City was not aware of the challenge being faced by the Post Office for it was not being reported. City staff has initiated meetings with the US Postal Service to address these safety issues and ideally, get expanded lobby hours to accommodate working PO Box users.

The agreement needs to be renewed this year for the next five-year period commencing May 1, 2016 through April 30, 2021. The terms and conditions for the Edison agreement remain unchanged. As before, it contains annual 3% increases. The Edison agreement also immediately requires the City to submit proof of insurance naming the company as additionally insured when paying the first installment.

Fiscal Impact

The City will pay Southern California Edison approximately \$39,810.02 out of account no.100-1020-7724 over the next five years for the attached license agreement. In the past, this cost was offset by approximately 50% due to the lease arrangement the City had with the US Postal Service for 12 of the 21 spots. As discussed, the US Postal Service will no longer be entering into a ground lease agreement with the City for the same period.

Number of Years (Term): 5	Start Date:	5/1/2016	Previous Term Start:	5/1/2011
	End Date:	4/30/2021	Previous Term End:	4/30/2016
	Previous Contract's Fees for Year 5:			\$7,280.00

Contract Payment Type: **Annually** % Increase: **3%**

Year 1:	\$7,498.40	Year 2:	\$7,723.35	Year 3:	\$7,955.05
Year 4:	\$8,193.70	Year 5:	\$8,439.52	Total Contract Value:	\$39,810.02

Attachments: A) License Agreement with Southern California Edison Company (SCE)

CITY OF DUARTE

L I C E N S E A G R E E M E N T
I N D E X O F A R T I C L E S

1. USE
2. TERM
3. CONSIDERATION
4. INSURANCE
5. LICENSOR'S USE OF THE PROPERTY
6. LICENSEE'S IMPROVEMENTS
7. LICENSEE'S PERSONAL PROPERTY
8. HEIGHT LIMITATIONS AND VERTICAL CLEARANCES
9. ACCESS AND CLEARANCES
10. PARKING
11. WEEDS, BRUSH, RUBBISH AND DEBRIS (WEED ABATEMENT)
12. FLAMMABLES, WASTE AND NUISANCES
13. PESTICIDES AND HERBICIDES
14. HAZARDOUS WASTE
15. SIGNS
16. FENCING
17. PARKWAYS AND LANDSCAPING
18. IRRIGATION EQUIPMENT
19. UNDERGROUND TANKS
20. UNDERGROUND FACILITIES
21. UTILITIES
22. TAXES, ASSESSMENTS AND LIENS
23. EXPENSE
24. ASSIGNMENTS
25. COMPLIANCE WITH LAW
26. GOVERNING LAW
27. INDEMNIFICATION
28. TERMINATION
29. EVENTS OF DEFAULT
30. REMEDIES
31. NON-POSSESSORY INTEREST
32. WAIVER
33. AUTHORITY
34. ATTORNEY FEES
35. ELECTRIC AND MAGNETIC FIELDS
36. INDUCED VOLTAGES

Initial (____)/(____)
Licensor/Licensee

37. NOTICES

38. RECORDING

39. COMPLETE AGREEMENT

40. SIGNATURE AUTHORITY

APPENDIX: GUIDELINES FOR STANDARD LICENSEE IMPROVEMENTS

ADDENDUM(S)

PARKING

TREES AND LANDSCAPING

Initial (____)/(____)
Licensor/Licensee

LICENSE AGREEMENT

THIS AGREEMENT between SOUTHERN CALIFORNIA EDISON COMPANY, a corporation organized under the laws of the State of California, hereinafter called "Licensor", and CITY OF DUARTE, hereinafter called "Licensee";

WITNESSETH: That Licensor, for and in consideration of the faithful performance by Licensee of the terms, covenants and agreements hereinafter set forth to be kept and performed by Licensee, does hereby give to Licensee the license to use that certain real property solely for the purpose hereinafter specified, upon and subject to the terms, reservations, covenants and conditions hereinafter set forth, hereinafter designated as "Property" on the Exhibit "A" attached hereto and made a part hereof, being a portion of Assessor's Parcel Number 8529-012-800, situated in the City of Duarte, County of Los Angeles, State of California.

SUBJECT TO:

Covenants, conditions, restrictions, reservations, exceptions, rights and easements, whether or not of record.

1. Use: Licensee will use the Property for parking purposes only. Licensor makes no representation, covenant, warranty or promise that the Property is fit for any particular use, including the use for which this Agreement is made and Licensee is not relying on any such representation, covenant, warranty or promise. Licensee's failure to utilize the Property in accordance with this License as determined by the Licensor in its sole discretion will be grounds for immediate termination of this Agreement in accordance with Article 29.

2. Term: Unless otherwise terminated as provided herein, this Agreement will be in effect for a term of five (5) years commencing on the first day of May, 2016 and ending on the last day of April, 2021. Licensee acknowledges that this Agreement does not entitle Licensee to any subsequent agreement, for any reason whatsoever, regardless of the use Licensee makes of the Property, the improvements Licensee places on or makes to the Property, or for any other reason.

3. Consideration: Licensee will pay to Licensor the sum of Seven Thousand Four Hundred Ninety Eight and 40/100 Dollars (\$7,498.40) upon the execution and delivery of this Agreement with subsequent annual payments. Payment to Licensor must be in the form of a check or money order payable to Southern California Edison Company. No cash payments will be accepted by Licensor. Payment schedule as follows:

Term	Year Due	Yearly Amount	Payment Due First Day Of
First Year	2016	\$7,498.40	May
Second Year	2017	\$7,723.35	May
Third Year	2018	\$7,955.05	May
Fourth Year	2019	\$8,193.70	May
Fifth Year	2020	\$8,439.52	May

Initial (____)/(____)
Licensor/Licensee

All accounts not paid by the agreed upon due date may be subject to a late fee of up to 20% of the full amount that was due on said date.

All payments subsequent to the initial payment will be paid to the Southern California Edison Company, Post Office Box 800 Rosemead, California, 91770, and Attention: Corporate Accounting Department – Accounts Receivable.

4. Insurance: During the term of this Agreement, Licensee shall maintain the following insurance:

- (a) Workers' Compensation with statutory limits, in accordance with the laws of the State of California and Employer's Liability with limits of not less than \$1,000,000.00 each accident, disease/each employee, and disease/policy limit. Licensee shall require its insurer to waive all rights of subrogation against Licensor, its officers, agents and employees, except for any liability resulting from the willful or grossly negligent acts of the Licensor.
- (b) Commercial General Liability Insurance, including contractual liability and products liability, with limits not less than \$1,000,000.00 per occurrence. Such insurance shall:
 - (i) name Licensor, its officers, agents and employees as additional insureds, but only for Licensee's acts or omissions; (ii) be primary for all purposes and (iii) contain separation of insureds or cross-liability clause, and (iv) require its insurer to waive all rights of subrogation against Licensor, its officers, agents and employees, except for any liability resulting from the willful or grossly negligent acts of the Licensor.
- (c) Commercial Automobile Liability insurance with a combined single limit of \$1,000,000.00. Such insurance shall cover the use of owned, non-owned and hired vehicles on the Property.

Licensee shall provide Licensor with proof of such insurance by submission of certificates of insurance, pursuant to Article 37 "Notices", at least ten days prior to the effective date of this Agreement, and thereafter at least ten days prior to each insurance renewal. Such insurance shall not be canceled nor allowed to expire, nor be materially reduced, without thirty days prior written notice to Licensor, ten days for non-payment of premium. The required insurance policies shall be maintained with insurers reasonably satisfactory to Licensor, and shall be primary and non-contributory with any insurance or self-insurance maintained by Licensor.

5. Licensor's Use of the Property: Licensee agrees that Licensor, its successors and assigns, have the right to enter upon the Property, at all times, for any purpose, and the right to conduct any activity on the Property. Exercise of these rights by Licensor, its successors and assigns, will not result in compensation to Licensee for any damages whatsoever to personal property and/or crops located on the Property.

6. Licensee's Improvements: Licensee must submit, for Licensor's prior written approval, complete improvement plans, including, but not limited to, grading, lighting, landscaping, grounding, and irrigation plans, - identifying all existing and proposed improvements, a minimum of sixty (60) days prior to making any use of the Property. Licensee's conceptual plans for proposed improvements shall be developed in accordance with the guidelines contained in the Appendix to this License. It is understood and agreed that the general guidelines contained in the Appendix are intended to provide a

Initial (____)/(____)
Licensor/Licensee

framework for the development of conceptual plans only; and that Licensor may modify or add to the conditions contained in the Appendix hereto, based on individual site characteristics, Licensor's existing or potential operating needs or Licensee's proposed use(s). Licensee must submit, for Licensor's prior written approval plans for any modifications to such improvements. Written approval may be modified and/or rescinded by Licensor for any reason whatsoever. At any time, Licensee may be required to modify and/or remove any or all such previously approved improvements at Licensee's risk and expense and without any compensation from Licensor. Licensor is not required, at any time, to make any improvements, alterations, changes or additions of any nature whatsoever to the Property. Licensee expressly acknowledges that any expenditures or improvements will in no way alter Licensor's right to terminate in accordance with Article 28.

7. Licensee's Personal Property: All approved equipment and other property brought, placed or erected on the Property by Licensee shall be and remain the Property of Licensee, except as otherwise set forth herein. If Licensee is not in default hereunder, Licensee shall have the right to remove the same from the Property at any time prior to the expiration or earlier termination of this Agreement; provided, however, that Licensee shall promptly restore any damage to the Property caused by the removal. If Licensee is in default, however, such equipment or other property shall not be removed by Licensee without Licensor's written consent until Licensee has cured such default, and Licensor shall have a lien thereon to the extent thereof. Licensee further acknowledges and agrees that Licensor is not responsible for Licensee's property. Licensor further assumes no duty or obligation to maintain or secure Licensee's property including, but not limited to such times when Licensee's property may not be removed by Licensee from the Property in the event of a default.

8. Height Limitations and Vertical Clearances: Any equipment used by Licensee or its agents, employees or contractors, on and/or adjacent to the Property, will be used and operated so as to maintain minimum clearances from all overhead electrical conductors as designated in the table below:

Vehicle/ Equipment Vertical Clearance	
500 kV	36 feet
220 kV – 66kV	30 feet
<66kV (Distribution facilities)	25 feet
Telecom	18 feet

All trees and plants on the Property will be maintained by Licensee at a maximum height of fifteen (15) feet. If requested by Licensor, Licensee will remove, at Licensee's expense, any tree and/or other planting.

9. Access and Horizontal Clearances: Licensee will provide Licensor with adequate access to all of Licensor's facilities on the Property and at no time will there be any interference with the free movement of Licensor's equipment and materials over the Property. Licensor may require Licensee to provide and maintain access roads within the Property, at a minimum usable width of sixteen (16) feet, together with commercial driveway aprons and curb depressions capable of supporting a gross load of forty (40) tons on a three-axle vehicle. The minimum width of all roads shall be increased on curves by a distance equal to 400/inside radius of curvature. All curves shall have a radius of not less than 50 feet measured at the inside edge of the usable road surface. Unless otherwise specified in writing by Licensor, Licensee will make no use of the area directly underneath Licensor's towers and will maintain the following minimum clearances at all times:

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Licensor/Licensee

- a. A 50-foot-radius around suspension tower legs, H-Frames and poles and 100-foot radius around dead-end tower legs, H-Frames and poles.
- b. A 25-foot-radius around all other poles.

NOTE: Additional clearance may be required for structures.

10. Parking: Licensee will not park, store, repair or refuel any motor vehicles or allow parking, storage, repairing or refueling of any motor vehicles on the Property unless specifically approved in writing by Licensor.

11. Weeds, Brush, Rubbish and Debris (Weed Abatement): Licensee will keep the Property clean, free from weeds, brush, rubbish and debris and in a condition satisfactory to Licensor.

12. Flammables, Waste and Nuisances: Unless permitted by Licensor in writing, Licensee will not, or allows others to place, use, or store any flammable or combustible materials or waste materials on the Property or commit any waste or damage to the Property or allow any to be done. Licensee will be responsible for the control of and will be liable for any damage or disturbance, caused by dust, odor, flammable or waste materials, noise or other nuisance disturbances. Licensee will not permit -dogs on the Property.

13. Pesticides and Herbicides: Any pesticide or herbicide applications and disposals will be made in accordance with all Federal, State, County and local laws. Licensee will dispose of all pesticides, herbicides and any other toxic substances declared to be either a health or environmental hazard, as well as all materials contaminated by such substances, including but not limited to, containers, clothing and equipment, in the manner prescribed by law.

14. Hazardous Waste: Licensee will not engage in, or permit any other party to engage in, any activity on the Property that violates federal, state or local laws, rules or regulations pertaining to hazardous, toxic or infectious materials and/or waste. Licensee will indemnify and hold Licensor, its directors, officers, agents and employees, and its successors and assigns, harmless from any and all claims, loss, damage, actions, causes of action, expenses and/or liability arising from leaks of, spills of, and/or contamination by or from hazardous materials as defined by applicable laws or regulations, which may occur during and after the Agreement term, and are attributable to the actions of, or failure to act by, Licensee or any person claiming under Licensee.

15. Signs: Licensee must obtain written approval from Licensor prior to the construction or placement of any sign, signboard or other form of outdoor advertising. Licensee shall within three (3) days from the date on which the Licensee becomes aware of the graffiti remove any signs containing graffiti or shall otherwise remove such graffiti from the signs in a manner reasonably acceptable to Licensor. Licensee shall not advertise on any Sign any product, service, or good which is offensive to the public or which Licensor, in its reasonable discretion, deems objectionable.

16. Fencing: Licensee may install fencing on the Property with prior written approval from Licensor. Such fencing will include double drive gates, a minimum of twenty (20) feet in width, designed to accommodate Licensor's locks, in locations specified by Licensor. Licensee will ground and maintain all fencing in a manner acceptable to Licensor. Grounding plans must be prepared and stamped by a licensed electrical engineer and submitted to Licensor.

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17. Parkways and Landscaping: Licensee will keep parkway and sidewalk areas adjacent to the Property free of weeds, brush, rubbish and debris. Licensee will maintain parkways on the Property and provide landscaping that is compatible with adjoining properties and that is satisfactory to Licensors.

18. Irrigation Equipment: Any irrigation equipment located on the Property prior to the commencement of this Agreement, including but not limited to pipelines, well pumping equipment and other structures, is the property of Licensors and will remain on and be surrendered with the Property upon termination of this Agreement. Should Licensee desire to use the irrigation equipment, Licensee will maintain, operate, repair and replace, if necessary, all irrigation equipment at its own expense.

19. Underground and Above-Ground Tanks: Licensee will not install underground or above-ground storage tanks, as defined by any and all applicable laws or regulations, without Licensors's prior written approval.

20. Underground Facilities: Licensee must contact Dig Alert prior to any underground installation. Any underground facilities installed or maintained by Licensee on the Property must have a minimum cover of three feet from the top of the facility and be capable of withstanding a gross load of forty (40) tons on a three-axle vehicle. Licensee will compact any earth excavated to a compaction of ninety percent (90%). Licensee will relocate its facilities at its own expense so as not to interfere with Licensors's proposed facilities.

21. Utilities: Licensee will pay all charges and assessments for, or in connection with, water, electric current or other utilities which may be furnished to or used on the Property.

22. Taxes, Assessments and Liens: Licensee will pay all taxes and assessments which may be levied upon any crops, personal property, and improvements, including but not limited to, buildings, structures, and fixtures on the Property. Licensee will keep the Property free from all liens, including but not limited to, mechanics liens and encumbrances by reason of use or occupancy by Licensee, or any person claiming under Licensee. If Licensee fails to pay the above-mentioned taxes, assessments or liens when due, Licensors will have the right to pay the same and charge the amount to the Licensee. All accounts not paid within 30 days of the agreed upon due date will be charged a "late fee" on all amounts outstanding up to the maximum rate allowed by law.

23. Expense: Licensee will perform and pay all obligations of Licensee under this Agreement. All matters or things herein required on the part of Licensee will be performed and paid for at the sole cost and expense of Licensee, without obligation on the part of Licensors to make payment or incur cost or expense for any such matters or things.

24. Assignments: This Agreement is personal to Licensee, and Licensee will not assign, transfer or sell this Agreement or any privilege hereunder in whole or in part, and any attempt to do so will be void and confer no right on any third party.

25. Compliance with Law: Licensee will comply with all applicable federal, state, county and local laws, all covenants, conditions and restrictions of record and all applicable ordinances, zoning restrictions, rules, regulations, orders and any requirements of any duly constituted public authorities now or hereafter in any manner affecting the Property or the streets and ways adjacent thereto. Licensee will obtain all permits and other governmental approvals required in connection with Licensee's activities hereunder.

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Licensor/Licensee

26. Governing Law: The existence, validity, construction, operation and effect of this Agreement and all of its terms and provisions will be determined in accordance with the laws of the State of California.

27. Indemnification: Licensee shall hold harmless, defend and indemnify Licensors, its officers, agents and employees, and its successors and assigns, from and against all claims, loss, damage, actions, causes of actions, expense and/or liability arising from or growing out of loss or damage to property, including that of Licensors, or injury to or death of persons, including employees of Licensors resulting in any manner whatsoever, directly or indirectly, by reason of this Agreement or the use or occupancy of the Property by Licensee or any person claiming under Licensee.

28. Termination: Licensors may cancel and terminate this agreement, at any time, for any reason for all or any portion of the licensed Property, upon thirty (30) days notice in writing, unless otherwise extended by Licensors at the sole and absolute discretion of the Licensors. Licensee may cancel and terminate this agreement at any time, for any reason for all of the licensed Property, upon thirty (30) days notice in writing. In the event Licensee wishes to cancel and terminate this agreement for a portion of the licensed property, Licensee will request Licensors's consent to either an amendment or a new license, such consent may be withheld in Licensors's sole and absolute discretion. To the extent an amendment or new license is granted, Licensee shall peaceably quit, surrender and, prior to termination date, restore the Property being vacated to the condition in which it existed prior to Licensee's use of the Property in a manner satisfactory to Licensors. Termination, cancellation or expiration does not release Licensee from any liability or obligation (indemnity or otherwise) which Licensee may have incurred. Licensee's continued presence after termination shall be deemed a trespass. To the event of a termination for any reason other than non-payment of the License fee, Licensors shall refund any previously collected/pre-paid License fees covering the unused portion of the remaining term.

29. Events of Default: The occurrence of any of the following shall constitute a material default and breach of this Agreement by Licensee:

- (a) Any failure by Licensee to pay the consideration due in accordance with Article 3, or to make any other payment required to be made by Licensee hereunder when due.
- (b) The abandonment or vacating of the Property by Licensee.
- (c) Any attempted assignment or subletting of this Agreement by Licensee in violation of Article 24.
- (d) The violation by Licensee of any resolution, ordinance, statute, code, regulation or other rule of any governmental agency in connection with Licensee's activities pursuant to this Agreement.
- (e) A failure by Licensee to observe and perform any other provision of this Agreement to be observed or performed by Licensee, where such failure continues for the time period specified in a written notice thereof by Licensors to Licensee.
- (f) Any attempt to exclude Licensors from the licensed premises.

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Licensors/Licensee

- (g) The making by Licensee of any general assignment for the benefit of creditors; the appointment of a receiver to take possession of substantially all of Licensee's assets located on the Property or of Licensee's privileges hereunder where possession is not restored to Licensee within five (5) days; the attachment, execution or other judicial seizure of substantially all of Licensee's assets located on the Property or of Licensee's privileges hereunder, where such seizure is not discharged within five (5) days.
- (h) Any case, proceeding or other action brought against Licensee seeking any of the relief mentioned in "clause g" of this Article which has not been stayed or dismissed within thirty (30) days after the commencement thereof.

30. Remedies: In the event of any default by Licensee, then in addition to any other remedies available to Licenser at law or in equity, Licenser shall have the immediate option to terminate this Agreement and all rights of Licensee hereunder by giving written notice of termination to Licensee. Upon termination, Licenser will have the right to remove any and all of Licensee's personal property from the Property, including but not limited to, buildings, structures, fixtures, or goods. In addition, Licenser may immediately recover from Licensee all amounts due and owing hereunder, plus interest at the maximum rate permitted by law on such amounts until paid, as well as any other amount necessary to compensate Licenser for all the detriment proximately caused by Licensee's failure to perform its obligations under this Agreement. Such amounts shall include, but are not limited to environmental studies and environmental remediation and/or cleanup attributable to Licensee's use of the Property. Licenser shall have no obligation to keep or otherwise maintain Licensee's property and may, at its option sell such property or otherwise dispose of it.

31. Non-Possessory Interest: Licenser retains full possession of the Property and Licensee will not acquire any interest temporary, permanent, irrevocable, possessory or otherwise by reason of this Agreement, or by the exercise of the permission given herein. Licensee will make no claim to any such interest. Any violation of this provision will immediately void and terminate this Agreement.

32. Waiver: No waiver by Licenser of any provision hereof shall be deemed a waiver of any other provision hereof or of any subsequent breach by Licensee of the same or any other provision. Licenser's consent to or approval of any act shall not be deemed to render unnecessary the obtaining of Licenser's consent to or approval of any subsequent act by Licensee.

33. Authority: This License Agreement is executed subject to General Order No. 69-C of the Public Utilities Commission of the State of California dated and effective July 10, 1985, incorporated herein by this reference. As set forth in General Order 69-C, this License is made conditional upon the right of the Licenser either on order of the Public Utilities Commission or on Grantor's own motion to resume the use of the property in question (including, but not limited to the removal of any obstructions) whenever, in the interest of Licenser's service to its patrons or consumers, it shall appear necessary or desirable to do so. Licensee agrees to comply with all applicable federal, state and local laws and regulations. This License Agreement should not be construed as a subordination of Licenser's rights, title and interest in and to its fee ownership, nor should this License Agreement be construed as a waiver of any of the provisions contained in said License or a waiver of any costs of relocation of affected Licenser facilities.

34. Attorneys' Fees: In the event of any action, suit or proceeding against the other, related to this Agreement, or any of the matters contained herein, the successful party in such action, suit or proceeding shall be entitled to recover from the other party reasonable attorney fees incurred.

Initial (____)/(____)
Licenser/Licensee

35. Electric and Magnetic Fields ("EMF"): There are numerous sources of power frequency electric and magnetic field ("EMF"), including household or building wiring, electrical appliances and electric power transmission and distribution facilities. There have been numerous scientific studies about the potential health effects of EMF. Interest in a potential link between long-term exposures to EMF and certain diseases is based on the combination of this scientific research and public concerns.

While some 40 years of research have not established EMF as a health hazard, some health authorities have identified magnetic field exposures as a possible human carcinogen. Many of the questions about specific diseases have been successfully resolved due to an aggressive international research program. However, potentially important public health questions remain about whether there is a link between EMF exposures in homes or work and some diseases including childhood leukemia and a variety of other adult diseases (e.g. adult cancers and miscarriages). While scientific research is continuing on a wide range of questions relating to exposures at both work and in our communities, a quick resolution of the remaining scientific uncertainties is not expected.

Since Licensee plans to license or otherwise enter Licensor property that is in close proximity to Licensor electric facilities, Licensor wants to share with Licensee and those who may enter the property under this agreement, the information available about EMF. Accordingly, Licensor has attached to this document a brochure that explains some basic facts about EMF and that describes Licensor policy on EMF. Licensor also encourages Licensee to obtain other information as needed to assist in understanding the EMF with respect to the planned use of this property.

36. Induced Voltages: Licensee hereby acknowledges that any structures (including, but not limited to, buildings, fences, light poles) that exist or may be constructed on the Property licensed herein, (hereinafter, the "Structures") in close proximity to one or more high voltage (66 kilovolt or above) electric transmission lines and/or substation facilities may be susceptible to induced voltages, static voltages and/or related electric fault conditions (hereinafter collectively referred to as "Induced Voltages") unless appropriate grounding or other mitigation measures are incorporated into the Structures. If not properly mitigated, Induced Voltages can result in a variety of safety and/or nuisance conditions including, but not limited to, electric shocks or other injuries to individuals contacting the Structures or other utilities connected to the Structures (including, but not limited to, natural gas lines, water lines or cable television lines), or interference with or damage to sensitive electronic equipment located in or around the Structures. Appropriate measures to mitigate Induced Voltages, if required, will vary from case to case because of factors such as electric facility configuration and voltage, other utilities involved, or sensitivity of electronic equipment. Licensee will be responsible to determine what, if any, Induced Voltages mitigation measures should be undertaken regarding the Structures and to implement such mitigation measures at its sole cost and expense.

Licensee agrees for itself and for its contractors, agents, licensees, invitees, and employees, to save harmless and indemnify Licensor, its parent, subsidiaries and affiliated entities and their respective officers and employees from and against any and all claims, loss, damage, actions, causes of action, expenses and/or liability arising from or growing out of loss or damage to property, including Licensor's own personal property, or injury to or death of persons, including employees of Licensor caused by or resulting from or connected to Induced Voltages on or related to the Structures.

37. Notices: All notices required to be given by either party will be made in writing and deposited in the United States mail, first class, postage prepaid, addressed as follows:

Initial (____)/(____)
Licensor/Licensee

To Licensor: Southern California Edison Company
Real Properties Department
Land Management – Metro Region
2131 Walnut Grove Avenue
Rosemead, CA 91770

To Licensee: City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Business Telephone No. (626) 357-7931 Ext: 221

Licensee will immediately notify Licensor of any address change.

38. Recording: Licensee will not record this Agreement.

39. Complete Agreement: Licensor and Licensee acknowledge that the foregoing provisions and any appendix, addenda and exhibits attached hereto constitute the entire Agreement between the parties.

40. Signature Authority: Each of the persons executing this Agreement warrants and represents that he or she has the full and complete authority to enter into this Agreement on behalf of the Party for which he or she is signing, and to bind said party to the agreements, covenants and terms contained herein.

(this space left intentionally blank)

Initial (____)/(____)
Licensor/Licensee

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate.

SOUTHERN CALIFORNIA EDISON COMPANY

By _____
LICENSOR

Date

LILY DIEP
Land Services Agent
Land Management – Metro Region
Real Properties Department

CITY OF DUARTE

By _____
LICENSEE

Date

Print Name: _____

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Licensor/Licensee

APPENDIXGuidelines for Standard Licensee Improvements

The following criteria are provided to aid in the development of a conceptual plot plan to be submitted to Southern California Edison Company herein after referred to as "Licensor" for consideration and approval prior to the start of any construction on "Licensor" property.

Plans should be developed indicating the size and location of all planned improvements. The plan should specify the dimensions of all planned improvements as well as the distance of all planned improvements from property lines and all adjacent "Licensor" towers, poles, guy wires or other "Licensor" facilities.

The plan must show the locations of all "Licensor" towers and poles, 16-foot wide access roads, main water lines and water shut-off valves, electrical service lines and parking areas. All plans must indicate adjacent streets and include a "north arrow" and the Licensee's name.

SHADE STRUCTURES

(Definition: A non-flammable frame covered on the top with a material designed to provide shade to aid in growing plants)

1. Shade structures must maintain minimum spacing of 50 feet between shade structure locations, should be placed perpendicular to Licensor's overhead electrical conductors (wires) unless otherwise approved in writing by Licensor, and should not exceed maximum dimensions of:
 - a. 100 feet in length
 - b. 50 feet in width
 - c. 15 feet in height
2. Shade structures will not be permitted within the following areas reserved for Licensor's access:
 - a. Within 2 feet from edge of 16-foot wide access roads
 - b. 50 foot radius around suspension tower legs, H-Frames and poles
 - c. 100 foot radius around dead-end tower legs, H-Frames and poles
 - d. 25 foot radius around anchors/guy wires, poles and wood poles
3. Shade structures must utilize the following design:
 - a. Temporary/slip joint construction only
 - b. Non-flammable frame only
 - c. Adequately grounded by a licensed electrical engineer
 - d. Shade covering must be non-flammable and manufactured with non-hydrocarbon materials.

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SHADEHOUSES/HOTHOUSES

*(Definition: A simple, non-flammable, enclosed structure designed to control temperature **without** the benefit of heating and/or air conditioning units to aid in propagating and/or growing plants)*

1. Shadehouses/hothouses must maintain minimum spacing of 50 feet between shadehouse/hothouse locations, should be placed in perpendicular to Licensor's overhead electrical conductors (wires) unless otherwise approved in writing by Licensor, and should not exceed maximum dimensions of:
 - a. 100 feet in length
 - b. 50 feet in width
 - c. 15 feet in height
2. Shadehouses/hothouses will not be permitted within the following areas reserved for Licensor's access:
 - a. Within 2 feet from edge of 16-foot wide access roads
 - b. 50 foot radius around suspension tower legs, H-Frames and poles
 - c. 100 foot radius around dead-end tower legs, H-Frames and poles
 - d. 25 foot radius around anchors/guy wires, poles and wood poles
3. Shadehouses/hothouses must utilize the following design:
 - a. Temporary/slip joint construction only
 - b. Non-flammable frame only
 - c. Adequately grounded by a licensed electrical engineer
 - d. Covering must be non-flammable and manufactured with non-hydrocarbon materials

GREENHOUSES

(Definition: An enclosed structure designed to control temperature and/or humidity by the use of heating and/or air conditioning units to aid in propagating and/or growing plants)

Greenhouses will be considered on a case-by-case basis.

IRRIGATION SYSTEMS / WELLS

1. Maximum diameter of pipe: 3 inches
2. All pipe must be plastic Schedule 40 or better
3. No irrigation system will be permitted within the following areas reserved for Licensor's access:
 - a. Within 2 feet from edge of 16-foot wide access roads
 - b. 50 foot radius around suspension tower legs, H-Frames and poles

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- c. 100 foot radius around dead-end tower legs, H-Frames and poles
- 4. Sprinkler and drip irrigation controllers must be located at the edge of the right of way
- 5. Suitable identification markers will be required on main controllers and valves
- 6. Locations of main shut off valve will be provided and shown on a plot plan
- 7. Underground facilities must have a minimum cover of three feet
- 8. Earth disturbed must be compacted to ninety percent (90%)

LANDSCAPING

- 1. No trees will be permitted under the overhead electrical conductors or within 20 feet of the "drip line" of the conductors
- 2. Trees must have slow to moderate growth, and must be of a variety that grows to a maximum height of no more than 40 feet and must be maintained by the Licensee at a height not to exceed 15 feet
- 3. Placement of large rocks (boulders) must be approved in writing by Licensor
- 4. Any mounds or change of grade must be approved in writing by Licensor
- 5. No cactus or thorny shrubs will be permitted
- 6. Retaining walls, planters, etc. may be considered on a case by case basis and must be approved in writing by Licensor

TRAILERS *(Definition: Removable / portable office modules are not permitted without Licensor's prior permission. Trailers must meet the following criteria to be considered:* Trailers must meet the following criteria:

- a. Must have axles and wheel and be able to be moved at any time
 - b. Maximum length: 40 feet
 - c. Maximum height: 15 feet
 - d. Maximum width: 12 feet
2. No trailers will be permitted within the following areas reserved for Licensor's access:
- a. Within 2 feet from edge of 16-foot wide access roads
 - b. 50 foot radius around suspension tower legs, H-Frames and poles
 - c. 100 foot radius around dead-end tower legs, H-Frames and poles
 - d. 25 foot radius around anchors/guy wires, poles and wood poles
 - e. Under or within 10 feet of the conductor "drip lines"

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Licensor/Licensee

3. Sewer or gas lines to trailers must be approved in writing by Licensor
4. Location of all electrical and telephone lines must be approved in writing by Licensor
5. Electrical lines must be installed by a licensed -general contractor.
6. Trailers shall not be used for residential purposes
7. Toxic or flammable materials will not be permitted in trailers
8. Adequately grounded by a licensed -general contractor

PARKING AREAS

Parking areas should not be designed under the overhead electrical conductors or within 10 feet of the "drip lines" without Licensor's prior written approval. Parking spaces to be identified in accordance with the approved site plan. "No Parking" striping may be required in areas where additional clearance is required.

MATERIAL STORAGE

1. In the event of an emergency, Licensee must immediately - relocate all materials specified by Licensor in order to provide Licensor clear access to its facilities.
2. Licensee must provide Licensor with a list of material stored on the right of way
3. No toxic or flammable materials will be permitted
4. No materials shall be stored within the following areas reserved for Licensor's access:
 - a. Within 2 feet from edge of 16-foot wide access roads
 - b. 50 foot radius around suspension tower legs, H-Frames and poles
 - c. 100 foot radius around dead-end tower legs, H-Frames and poles
 - d. 25 feet from anchors/guy wires, poles and wood poles
5. Storage of materials not to exceed a maximum height of 15 feet
6. No storage of gasoline, diesel or any other type of fuel will be permitted
7. Any fencing around the storage areas must have Licensor's prior written approval.

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ADDENDUM

PARKING

- A. Vehicles parked on the Property are limited to those owned by Licensee and its employees, invitees, customers and visitors. Licensee will not allow the storage, repairing or refueling of any vehicles on the property.
- B. Licensor only allows overflow parking. No portion of the Property will be used to satisfy the minimum parking requirements of any government agency.
- C. Licensee must obtain prior written approval from Licensor for any vehicle parking improvements and/or subsequent modification. Licensee will maintain parking improvements at all times in a safe condition satisfactory to Licensor.
- D. At any time, Licensor may require removal, modification, or relocation of any portion of the parking improvements. At Licensee's sole expense, Licensee will remove, modify, or relocate same to a location satisfactory to Licensor, within sixty (60) days after receiving notice to remove, modify, or relocate from Licensor.
- E. Parking will be permitted in designated areas only. Unless prior written approval is received from Licensor, no parking will be permitted under or within ten (10) feet of the "drip line" of Licensor's overhead electrical conductors.
- F. All parking spaces and parking improvements are to be identified on a site plan and submitted to Licensor to obtain prior written approval from Licensor.
- G. Bollards, K-rails, or "No Parking" striping may be required to protect Licensor's structures or in areas where additional clearance is required.
- H. The Licensee's parking area shall not interfere with the Licensor's minimum access road requirements.

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A D D E N D U M

TREES/LANDSCAPING

Existing landscaping improvements (trees, plants, and shrubs) have been inspected and approved by Licensor. This written approval may be modified and/or rescinded by Licensor for any reason whatsoever.

At any time, Licensor may require Licensee to modify and/or remove any or all such previously approved improvements at Licensee's risk and expense and without any compensation from Licensor.

Licensee agrees and accepts full responsibility for the maintenance and/or removal of all trees, plants, and shrubs (vegetation) located on the property. All costs associated with the maintenance and/or removal of trees/vegetation will be the sole burden of Licensee.

Periodically, the Property will be inspected by Licensor, and upon determination that any tree/vegetation requires trimming or removal, Licensee will be notified by Licensor. Failure by Licensee to trim or remove said tree/vegetation in the time allotted, that results in Licensor's contractor performing the work, Licensee will be billed by Licensor for the contractor's expense; and Licensee may be subject to termination under the terms and conditions of the Permit or License.

Trees/vegetation must be slow growing and maintained by Licensee to not exceed fifteen (15) feet in height.

Failure by Licensee to maintain all permit or license clearance requirements will require removal at Licensee's expense.

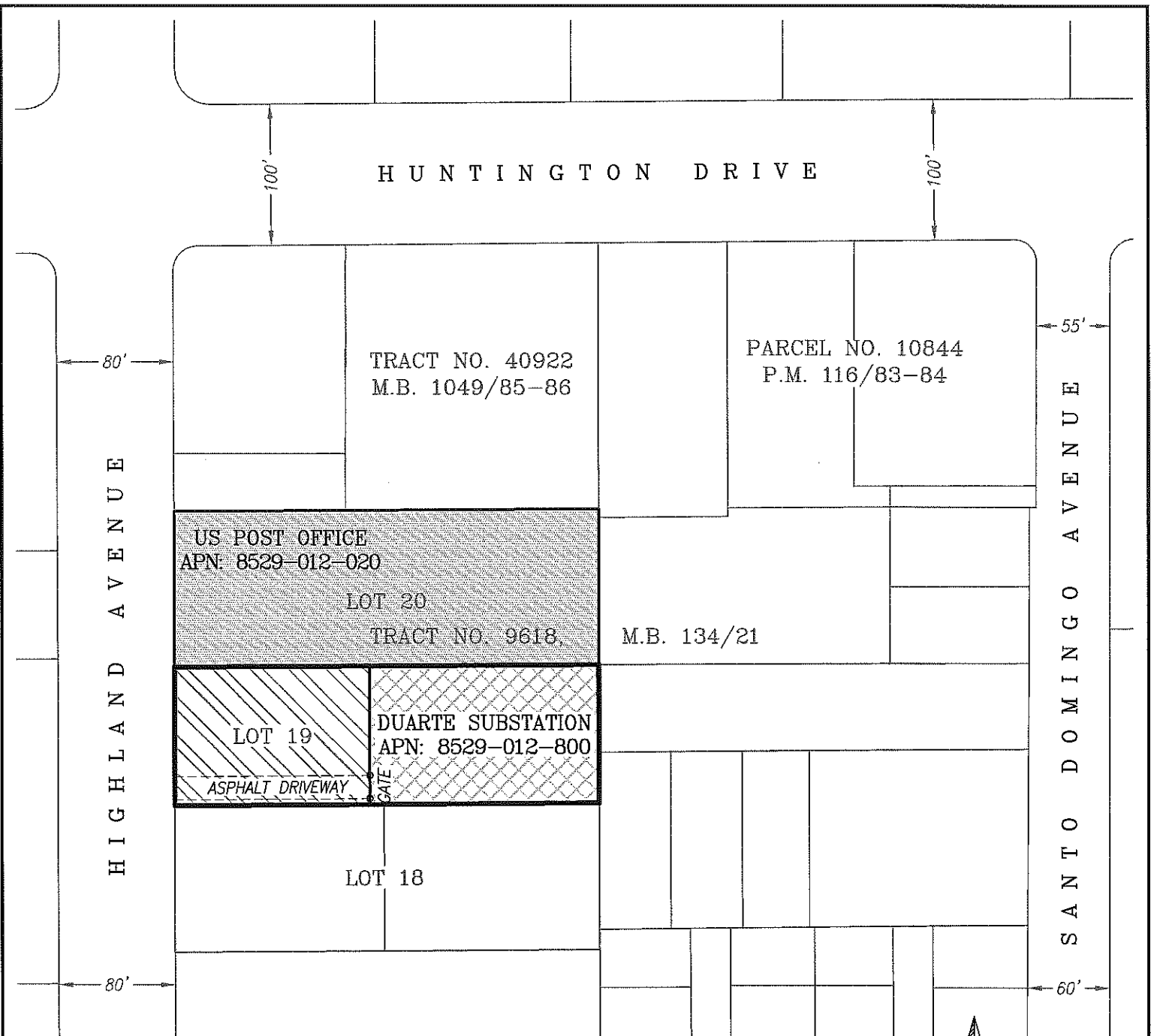
Unless authorized in writing by Licensor, Licensee agrees not to plant any additional trees, plants, or shrubs within the Property. If additional authorization is requested by Licensee and prior written authorization is received by Licensor, no tree or plant species that is protected by federal or state law shall be planted within Licensor's land and no cactus or thorny shrubs/plants will be permitted.

Any improvements or alterations, including retaining walls, planters, placement of large rocks, etc. and any mounds or changes of grade, require prior written approval by Licensor.

Licensee will keep the Property clean, free from weeds, rubbish and debris, and in a condition satisfactory to Licensor.

Upon permit or license termination, Licensee agrees to remove all trees/vegetation and improvements and restore the Property to a condition satisfactory to Licensor, at the sole expense of Licensee.

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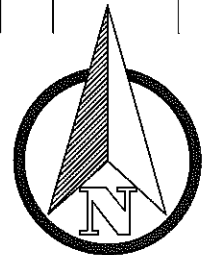
LEGEND



LANDS OF SOUTHERN CALIFORNIA EDISON COMPANY



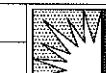
AREA BEING LICENSED TO THE CITY OF DUARTE
FOR PARKING PURPOSES ONLY.



0 100 200

SCALE IN FEET

EXHIBIT "A"

FACILITY NAME: DUARTE SUBSTATION				LICENSED AREA (GROSS)		SQ.FT.: 13,093		AC.: 0.30			
LICENSEE: CITY OF DUARTE					CONTRACT NO.: 9.4162		ACCOUNT NO.: L3092				
CITY: DUARTE			COUNTY: LOS ANGELES			STATE: CA		T.G.: 568/B5		M.S.: 056-090	
APN.(S): 8529-012-800					SCE DOCUMENT NO.: 93468/001						
SCE SANDERS MAP: N/A				SCE LAND BOOK: LB430		REF: N/A			 SOUTHERN CALIFORNIA EDISON® An EDISON INTERNATIONAL® Company		
R.P. LAND AGENT: L. DIEP			LANDBASE MAPPING: J.F. ACEVES			CHECKED BY: E. HERNANDEZ					
ORDER NO.: 801167420		NOT. NO.: 202715217		DATE: 09/25/2015		FILE NAME: 9.4162.DWG					



AGENDA MEMO

TO: DUARTE CITY COUNCIL

FROM: Karen A. Herrera, Deputy City Manager

SUBJECT: Monrovia Arcadia Duarte (MAD) Relay for Life 2016 – Co-sponsorship Request

DATE: March 8, 2016

RECOMMENDATION: That the Duarte City Council, by motion, co-sponsor the Monrovia Arcadia Duarte (MAD) Relay for Life 2016 on April 16 and 17th at the Santa Anita Park Infield.

DISCUSSION: The communities of Monrovia, Arcadia and Duarte are joining together to put on the Relay for Life 2016. The event and opening ceremonies, start at 11 a.m. on April 16th in the infield of the Santa Anita Racetrack located at 285 West Huntington Drive, Arcadia, CA. The event will conclude at 11 a.m. the next morning on April 17th. Participants of the event will honor cancer survivors and pay tribute to lives lost by the disease while striving to raise \$109,000.

Teams will maintain a 24-hour community presence while camping out overnight on the park infield. The event will feature food, games, tributes and fellowship with every penny earned going towards cancer research.

The M.A.D. (Monrovia, Arcadia, Duarte) Relay for Life event is sponsored by Arcadia Methodist Hospital, Santa Anita Park, Dave and Buster's and the American Cancer Society. The 2016 Event Chair is Sherri Russo.

In terms of co-sponsorship, the City will provide volunteers, access to City marketing venues, website, electronic sign, etc. which generally comes with a co-sponsorship designation.

FISCAL IMPACT: None.

ATTACHMENTS: Press Release & Event Flyer

For Immediate Release:

For Further Information Contact:

City of Duarte

Karen Herrera, Deputy City Manager

(626) 357-7931 herrerakaren@accessduarte.com



**M.A.D. RELAY FOR LIFE SET FOR APRIL 16 & 17th AT SANTA ANITA
RACETRACK**

DUARTE, CA, March 8, 2016 – Cancer never sleeps and neither will participants of the 24-hour long M.A.D. (Monrovia, Arcadia, Duarte) Relay for Life event to be sponsored by City of Duarte, Methodist Hospital, Santa Anita Park, Dave and Buster's and the American Cancer Society on April 16th and 17th. Participants of the Relay will honor cancer survivors and pay tribute to lives lost by the disease while striving to raise \$109,000 dollars to help fight cancer in the three communities. The event and opening ceremonies, start at 11 a.m. on April 16th in the infield of the Santa Anita Racetrack located at 285 West Huntington Drive, Arcadia, CA. The event will conclude at 11 a.m. the next morning on April 17th.

The 2016 Event Chair is Sherri Russo. For more information about how to start, join or volunteer for a team, visit www.relayforlife.org/Arcadiaca, or contact Ann-Marie Dodge at Annmarie.dodge@cancer.org

About the City of Duarte

The City of Duarte was incorporated on August 22, 1957. With integrity and transparency, the City provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future. For more information visit www.accessduarte.com or call (626) 357-7931. Follow the City of Duarte on Twitter @CityofDuarte.

#

Paint Our World Purple



American Cancer Society's

M.A.D. Relay For Life

(Monrovia—Arcadia—Duarte Communities)

Santa Anita Park, Infield

April 16th-17th, 2016 11am-11am

Sponsored by



~ Survivors and Caregivers are honored with a celebration and the Opening Lap
and activities throughout the day.

~ The evening Luminaria ceremony honors our loved ones that have passed.

~ Teams fundraise at their booths and take turns walking the path for the 24 hours.

~ Fun entertainment— bands, activities and games for all ages, including the Kids Korner.

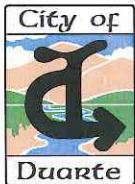
~ Food available for donations. ~ Free water provided by Walgreens.

Sign up today and start your Pre-event Fundraising!

For more information about MAD Relay For Life and meeting dates: www.RelayForLife.org/Arcadiaca

★ Or contact Ann-Marie Dodge at Annmarie.dodge@cancer.org

Sherré Powell (Russo) 626) 375-2512



AGENDA MEMO

TO: MAYOR KANG AND MEMBERS OF THE DUARTE CITY COUNCIL

FROM: Karen A. Herrera, Deputy City Manager

SUBJECT: Los Angeles County Department of Children and Family Services
Request for City Co-Sponsorship

DATE: 3/8/16

RECOMMENDATION: That the Duarte City Council, by motion, co-sponsor the Los Angeles County Department of Children and Family Services (DCFS) East County Foster Care and Adoption Recruitment Event on Saturday, April 9, 2016.

BACKGROUND: DCFS is requesting the City of Duarte officially co-sponsor its recruitment event designed to identify foster and adoptive families on Saturday, April 9 at Citrus College.

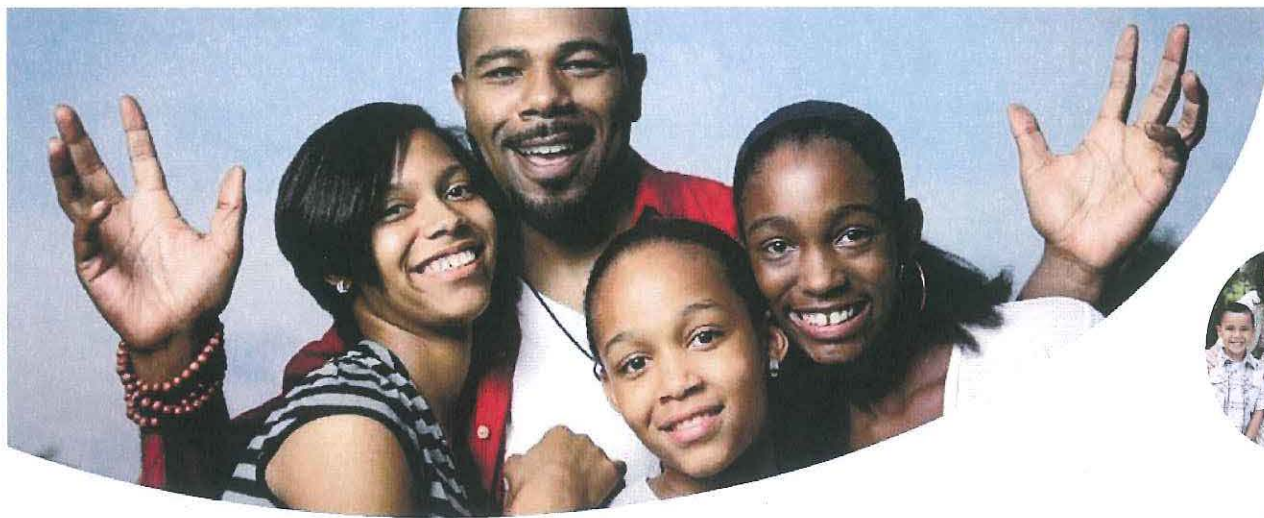
DISCUSSION: DCFS provides a myriad of services including "Share Your Heart LA", that hosts a series of workshops and expos administered through the DCFS Adoption and Permanency Resources Division. This division strives to recruit, study, prepare and support foster and adoptive families who can provide healthy, stable, loving temporary and permanent homes to children that cannot safely live with their birth parents.

The seminar will take place on Saturday, April 9, 2016, from 11:00 am to 1:00 pm at Citrus College. Participants will be able to hear from, and talk to, various expert providers who can help navigate through the process of adoption and/or becoming a foster parent. They will also have the opportunity to meet some of our wonderful youth in need of a permanent family or a connection.

In terms of co-sponsorship, the City may provide volunteers, access to City marketing venues, create a press release, post on both the electronic sign and community calendar, etc. They are also requesting to use the City logo on all outreach materials associated with the event. Additionally, DCFS would also like to request the City's assistance in securing the Los Angeles County Sheriff's Department attendance at the event for educational purposes.

FISCAL IMPACT: None

ATTACHMENT: East County Foster Care and Adoption Recruitment Event Flyer



BE A HERO

Learn How to Become a Foster or Adoptive Parent or Weekend Host

**2nd Annual Foster Care & Adoption Expo
Saturday, April 9, 2016 11AM-1PM**

Citrus College-Campus Center

1000 West Foothill Blvd. Glendora CA

To RSVP call (888) 811-1121, to learn more visit

www.ShareYourHeartLA.org

Lunch will be provided

Interested in getting to know foster youth ages 9-17 in need of a weekend host or an adoptive family? Please join Kidsave for fun activities following the expo from 1:30 pm – 3:30 pm.

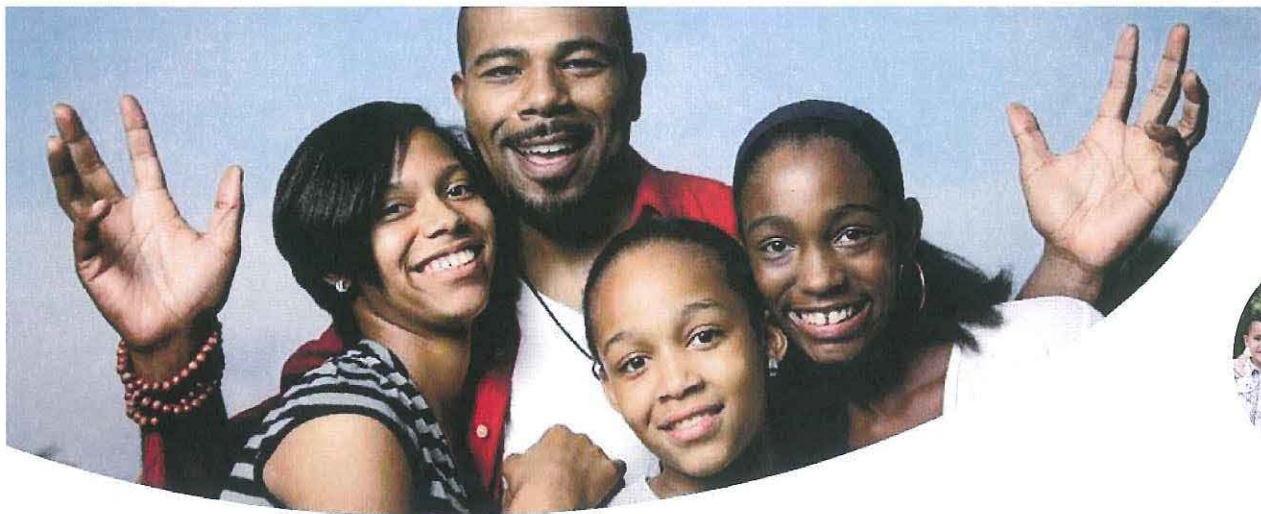
Orientation required before attending the Kidsave event-- available online every Wednesday at 7:00 pm or in-person following the expo at 1:00 pm.

RSVP: <http://www.kidsave.org/weekend-miracles-orientation/>

In Partnership With



Glendora School District, Glendora Police Department, Glendora Chamber of Commerce, Charter Oak School District, Monrovia School District



Sea un Héroe

**Aprenda Como Convertirse en un
Padre de Crianza o Adoptivo o un
Anfitrión de Fin de Semana**

**2ª Exposición Anual de Cuidado de Crianza y Adopción
Sábado, Abril 9, 2016 de 11AM-1PM**

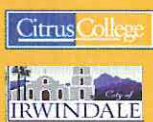
**Citrus College-Campus Center
1000 West Foothill Blvd. Glendora CA**

Para reservar llame al (888) 811-1121
para aprender más visite: www.ShareYourHeartLA.org
Se proveerá almuerzo gratis

¿Interesado en conocer jóvenes de edades 9-17 que necesitan un anfitrión de fin de semana o una familia adoptiva? Por favor acompañe a Kidsave para unas actividades divertidas después de la exposición de 1:30 pm – 3:30 pm.

Se requiere una orientación para asistir al evento de Kidsave - disponible en línea todos los miércoles a las 7 pm o en persona después de la exposición a la 1:00 pm. Confirme su asistencia aquí: <http://www.kidsave.org/weekend-miracles-orientation/>

In Partnership With



Glendora School District, Glendora Police Department, Glendora Chamber of Commerce, Charter Oak School District, Monrovia School District



Duarte Youth & Family Committee

MEMORANDUM

TO: CITY COUNCIL

FROM: YOUTH AND FAMILY COMMITTEE

SUBJECT: COMMITTEE VACANCIES

DATE: FEBRUARY 23, 2016

Recommendation:

At the February 22, 2016 regular meeting of the Duarte Youth and Family Committee, Mr. Nick Nichols, Mr. Angel Lopez and Ms. Darlene Lopez were nominated to become Youth and Family Committee members. The Committee unanimously approved a motion to accept all three as new Committee members and formally recommends to the Duarte City Council that all three applicants be approved to serve on the Youth and Family Committee. Attached are their applications.

Discussion:

By council resolution, The Youth and Family Committee can maintain a total of up to but not exceeding 12 members to serve as committee members including teens. The addition of the three applicants will bring the Committee's total up to 9 members and will add two teens, one from Mt. Olive High School and the other from Duarte High School.

The committee continues to encourage those who would like to serve on the committee to submit an application. By consensus, the types of applicants the committee is seeking are:

- Dedicated residents who may be homemakers or professionals who are dedicated and who want to improve what is offered to youth and families in Duarte.
- Members of the clergy.
- Health care/medical practitioners.
- Teens or young members under 23 years old.
- Legal office representatives or Chamber of Commerce member.
- A representative from Maryvale early childhood development center.
- Local business representatives.



City of Duarte
1600 Huntington Drive
Duarte, CA 91010
(626) 357-7931

DUARTE YOUTH & FAMILY COMMITTEE APPLICATION

Please type or print legibly

Name Nick Nichols

Profession K12 Administrator

Are you under age 24? ☐ Yes ☒ No

What experiences do you have that will benefit the facilitation, implementation and evaluation of Duarte's Youth and Family Master Plan?

I have been in public education for 16 years. I have always worked in high need areas where the students had structural disadvantages going into the educational system. I have served most of my career in the North East San Fernando Valley and South Los Angeles. I have served in various leadership positions in the public school system and served as an advocate that our students and families be afforded the opportunities and supports that they need to be successful. One such position, serving as a Title I Coordinator in South Los Angeles, I worked directly with parents not only as their advocate, but also to ensure that we had trainings and forums for our parents to have a voice.

What are the key issues that you see impacting the quality of life for youth and families?

Structural Disadvantages:

I believe the quality of life for our communities youth and families are being impacted by structural disadvantages. Many of our families have English as a second language, so it is with difficulty that they properly support the academic success of their children. Our families may not know how that they can serve as advocates for the needs of their youth and family as a whole. In some cases parents in our community are working several jobs, to make ends meet, which has a direct correlation to their ability to be the support to their children during the pivotal child and adolescence years.

Please share additional insight about yourself and why you'd like to serve on the Youth & Family Committee?

I have attached a copy of my resume for reference.

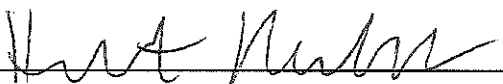
Please list three local references that are familiar with your work/experience:

Elizabeth Oberreiter – Coordinator at WASC Temecula Office – 951-225-4676

Elizabeth Beltran – Principal of Teacher Prep Academy – 818-838-3946

Dr. Laurie Goodman – Superintendent of Winship-Robbins School District – 530-696-2451

(Attach additional pages if necessary)

Signature  Date 2-15-16

Herbert Nichols

Education:

UNIVERSITY OF SOUTHERN CALIFORNIA, Los Angeles, CA
Doctor of Education with an emphasis in K-12 Leadership, 2007

NATIONAL UNIVERSITY, La Jolla, CA
Master of Education in Cross-Cultural Teaching, 2003

THE MASTER'S COLLEGE, Santa Clarita, CA
Bachelor of Arts in History, graduated Cum Laude, 2000

Credentials:

- Professional Clear Single Subject Credential in Social Science with CLAD emphasis
- Specific Subject Authorization in Computer Concepts and Applications
- Professional Clear Multiple Subject Credential with CLAD emphasis
- Preliminary Tier 1 Administrative Services Certificate

Professional Experience:

Inspire Charter Schools, Duarte, CA, July 2014 to Present

Executive Director for Inspire Charter School/Inspire Charter School – South (2 years)

- Overall Focus on Vision and Mission
- Oversight of Instructional Program
- Oversight of Financial and Legal Matters

Los Angeles Unified School District, Los Angeles, CA, July 2001 to June 2015

WASC/PD Coordinator for Teacher Prep Academy (2 years)

- Facilitated all department chairs taking responsibility for the WASC recommendations that apply to teachers. This took the form of a Full Self-Study.
- Results: School received a Six-Year Accreditation with a one day visit.

Title I Coordinator for Manual Arts High School (2 years)

- Directly supervise eleven instructional aides and teacher assistants who support hundreds of students daily.
- Supervised teachers and teacher assistants in the before and after school tutoring program.
- Acted as Saturday School Administrator supervising twelve teachers and four support staff.
- Increase parent involvement by working with CEAC parent members as partners in their children's education.

WASC/Single Plan Coordinator for Manual Arts High School (2 years)

- Facilitated all department chairs and SLC Leads in taking responsibility for the WASC recommendations that apply to teachers. This was accomplished by the design of a template that included our 14 WASC Growth Areas and all applicable feedback from the last two WASC visits. Department chairs and SLC Leads were responsible for working with their particular teacher groups and reaching agreement on how every member of that group would change practice to satisfy the assigned WASC recommendation.
- Authored two WASC Progress Reports that went out to the WASC visiting teams prior to their visit both for our one day Revisit (February 12, 2009) and for our two day Mid-Term Visit (April 19-20, 2010). Resulting in a maximum Mid-Term accreditation of three years.

Instructional Coach at Manual Arts High School (1 year)

- Facilitate staff developments for Local District 7 English teachers on district designed and mandated curriculum initiatives.
- Lead and organize parent literacy nights as Reading Is Fundamental (RIF) coordinator.
- Assist Manual Arts' high school teachers with good instructional practice, by observing, debriefing, consulting, and performing demonstration lessons on a regular basis.
- Authored as project leader a unit of the 11th Grade English Composition curriculum, which is a requirement for all LAUSD juniors.

Instructional Expert for the Secondary Literacy Branch at the district's central office (1½ years)

- Contributed to the LAUSD English Language Arts Instructional Guide and periodic assessments.
- Manage, gather, and analyze data from LAUSD Secondary English Language Arts programs.
- Act as Coordinator of on-site data for AB466 Governor's Reading Institutes. Responsible to gather, manage, and deliver data from AB466 Governor's Reading Institutes to the Sacramento County Office of Education (SCOE) Reading Lions Center.

Instructor for the Instructional Technology Branch (concurrent with teaching positions below)

- Plan and facilitate professional development days for the Mars Rover Project.
- Plan and facilitate a full week of professional development at the Thatcher School for the Teach The Teachers Collaborative (TTTC) in the area of Science.

Computer Science Teacher, North Hollywood High School, 9-12th grade (½ year)

- Integrated technology and literacy by creating lessons which teach computer keyboarding skills, while building mastery in the following literacy skills: Subjects, Verbs, Verb Phrases, Complete Sentences, Run-On Sentences, Prepositions, and Commas.

6th Grade Multiple Subject/Elective Teacher, Olive Vista Middle School, 6-8th grade (4 years)

- Integrated technology and literacy by creating the 6th Grade Technology Academy. Utilizing technology as a tool to facilitate significant growth in students with low literacy skills.
- Created Technology Expert elective as a dynamic service elective where students take and process pictures and digital video footage; performed computer maintenance and assisted students in the computer labs.
- Supervised Future Scholars Program and Cal State Northridge college students as an after school program designed to increase students' mastery in Literacy and Math skills.

Professional Affiliations:

PHI DELTA KAPPA – USC CHAPTER, Los Angeles, CA

Chapter President – July 2014 to Present

Vice-President of Membership/Meeting Logistics/Other – July 2006 to June 2014



City of Duarte
1600 Huntington Drive
Duarte, CA 91010
(626) 357-7931

DUARTE YOUTH & FAMILY COMMITTEE APPLICATION

Please type or print legibly

Name Angel Lopez Profession Student

Are you under age 24?

☒ Yes ☐ No

What experiences do you have that will benefit the facilitation, implementation and evaluation of Duarte's Youth and Family Master Plan?

Playing in the Duarte Youth
Soccer League.

What are the key issues that you see impacting the quality of life for youth and families?

Spending time

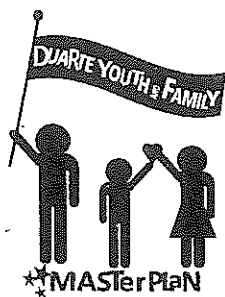
Please share additional insight about yourself and why you'd like to serve on the Youth & Family Committee?

Im really friendly and do good
With kids.

Please list three local references that are familiar with your work/experience:

1. Name: Joel Lopez Phone Number: _____
2. Name: Alonzo Lopez Phone Number: _____
3. Name: Nick Lopez Phone Number: _____

Attach additional pages if necessary



City of Duarte
1600 Huntington Drive
Duarte, CA 91010
(626) 357-7931

DUARTE YOUTH & FAMILY COMMITTEE APPLICATION

Please type or print legibly

Name Darlene Lopez Profession student

Are you under age 24?

☒ Yes ☐ No

What experiences do you have that will benefit the facilitation, implementation and evaluation of Duarte's Youth and Family Master Plan?

I could say what is going on around the community and school.

What are the key issues that you see impacting the quality of life for youth and families?

The issues would be not being responsible.

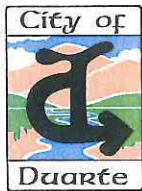
Please share additional insight about yourself and why you'd like to serve on the Youth & Family Committee?

I'd like to share what is going around the community.

Please list three local references that are familiar with your work/experience:

1. Name: Nick Lopez Phone Number: _____
2. Name: Joel Lopez Phone Number: _____
3. Name: Alonso Lopez Phone Number: _____

Attach additional pages if necessary



MEMORANDUM

To: City Council

From: Rafael O. Casillas, P.E., Public Works Manager *ROC*

CC: Craig Hensley, Community Development Director

Date: March 8, 2016

Subject: Bid Results and Award Of Contract for the Bus Pad Relocation at Huntington Drive and Buena Vista Street Project No. 16-6

RECOMMENDED ACTION

Staff recommends that the City Council award the Bus Pad Relocation at Huntington Drive and Buena Vista Street Project No. 16-6 contract to S&H Civilworks at 1801 Hilltop Drive, Colton, CA 92324. This project is fully funded through a Metro Local Return Program for Measure R which is funded with ½-cent sales tax.

BACKGROUND

The existing bus stop located on the northwest corner of Huntington Drive and Buena Vista Street is being relocated westerly from its original location. The bus pad relocation will improve traffic circulation at the intersection and allow access into the new Starbucks development. This project consists of extension of the existing bus pad and relocation of the bus stop furniture at the current bus zone.

On March 1, 2016 the City Clerk publicly opened bids for the above project. The results of the bid opening are as follow:

S&H Civilworks	\$18,336.00
Gentry Brothers, Inc.	\$23,090.00
FS Contractors, Inc.	\$23,252.00
EC Construction	\$26,435.60

DM Contracting	\$27,549.00
Martinez Concrete	\$29,477.00
Griffith Company	\$47,439.00

ANALYSIS

The lowest responsible and responsive bidder, S&H Civilworks, has successfully completed other concrete improvement projects for local agencies such as the City of Yucapia varying in cost, up to \$90,000. S&H Civilworks attest that their labor has applicable work experience of over 20 years and their license status has been verified by staff.

CONCLUSION

Staff recommends that the City Council award the Bus Pad Relocation at Huntington Drive and Buena Vista Street Project No. 16-6 contract to S&H Civilworks at 1801 Hilltop Drive, Colton, CA 92324.

Respectfully Submitted By,

Natalie Ávila,
Project Manager / Associate Engineer



MEMORANDUM

To: City Council

From: Teresa Renteria, Assistant Civil Engineer

CC: Craig Hensley, Community Development Director
Marla Akana, City Clerk

Date: March 1, 2016

Subject: Bid Results and Award Of Contract for Duarte Sports Park
Parking lot Improvements – Project No. 16-1, CDBG# 601724-15

RECOMMENDED ACTION

Staff recommends that the City Council award the Duarte Sports Park Parking lot Improvements contract to PK Construction 2362 Windsor Ave, Altadena CA 91001.

BACKGROUND

Staff conducted an assessment of the Duarte Sports Park parking lot on Central Avenue to determine the level of rehabilitation. The project consists of the demolition of the existing asphalt parking lot, concrete curbs, ramp, bollards and trash enclosure; grading and construction of new pavement asphalt parking lot with accessible parking stalls to meet Americans with Disabilities Act, new ADA ramp, and new landscaping and irrigation. This project will remove barriers to allow for a more accessible and safe path of travel for all pedestrians including the elderly and/or severely disabled within the new parking lot.

Furthermore, the landscaping and irrigation scope will consist of turf removal, removal of existing irrigation system, grading, soil preparation and amendment, installation of new drip-irrigation system, and installation of various types of drought tolerant plants.

On March 1, 2016, the City Clerk publicly opened bids for the subject project. The bids were reviewed for responsiveness and responsible to the bid specification requirements.

The following results were determined to be in conformance with the bid documents and specifications therefore, staff recommends that the bid be awarded to the lowest responsive and responsible bidder.

Responsive and responsible bidder results:

PK Construction	\$107,619.33
E.C. Construction	\$117, 991.18
PUB Construction	\$126,181.00
United Paving Co.	\$131,347.00
Access Pacific	\$133,581.31
Gentry Brothers Inc.	\$152,569.80
IVL Contractors, Inc.	\$154,500.00
All American Asphalt	\$154,733.78
PALP Inc, DBA Excel Paving Company	\$156,957.00
Terra Pave, Inc.	\$162,731.00
Martinez Concrete, Inc.	\$187,970.99

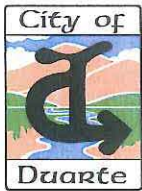
The funding source for this project consists of Community Development Block Grant (CDBG) funds from the City of Duarte.

ANALYSIS

PK Construction has successfully completed work in various cities including work for the City of Glendora.

CONCLUSION

Staff recommends that the City Council award the Duarte Sports Park Parking lot Improvements to PK Construction 2362 Windsor Ave, Altadena CA 91001.



MEMORANDUM

To: City Council

From: Rafael O. Casillas, P.E., Public Works Manager *ROC*

CC: Craig Hensley, Community Development Director

Date: March 8, 2016

Subject: Bid Results and Award Of Contract for the Las Lomas Road
(Royal Oaks Drive to Huntington Drive) Rehabilitation Project

RECOMMENDED ACTION

Staff recommends that the City Council award the Las Lomas Road (Royal Oaks Drive to Huntington Drive) Rehabilitation Project contract to PALP, Inc. dba Excel Paving at 2230 Lemon Avenue, Long Beach, CA 90806. This project is fully funded through a Metro STPL Exchange Program that the City received in the amount of \$326,266.

BACKGROUND

Each year the City's streets are inspected and rated. The rating indicates levels of deterioration and recommended repairs. This information is contained in the City's Pavement Management System Report (PMS). Las Lomas Road is at the level where resurfacing is necessary to extend the life of the roadway. In addition to the rehabilitation of the road this project includes the installation of automatic retractable catch basin screens, bicycle improvements, curb repairs, gutter repairs, sidewalk replacements and driveway approaches that have been damaged by tree roots or other factors.

On March 1, 2016 the City Clerk publicly opened bids for the above project. The results of the bid opening are as follow:

PALP, Inc. dba Excel Paving	\$207,093.74
EC Construction	\$210,870.05
Gentry Brothers, Inc.	\$211,362.80
Copp Contracting, Inc	\$218,059.44
All American Asphalt	\$225,984.88

Griffith Company	\$235,335.59
Sully-Miller Contracting Co.	\$245,131.00

ANALYSIS

Based on the bid results the City will have the opportunity to extend the project limits by an estimated 60,000 square feet of resurfacing on Las Lomas Road. The contract amount will be adjusted to reflect the total quantities required to complete the project as measured in the field to ensure the City expends the available funds in the amount of \$326,266 in lieu of returning encumbrance balance to Metro.

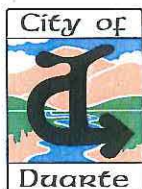
The lowest responsible and responsive bidder, PALP, Inc. dba Excel Paving, has successfully completed several projects in the City of Duarte and their license status has been verified by staff.

CONCLUSION

Staff recommends that the City Council award the Las Lomas Road (Royal Oaks Drive to Huntington Drive) Rehabilitation Project contract to PALP, Inc. dba Excel Paving at 2230 Lemon Avenue, Long Beach, CA 90806.

Respectfully Submitted By,

Natalie Ávila,
Project Manager / Associate Engineer



MEMORANDUM

To: City Council

From: Rafael O. Casillas, P.E., Public Works Manager *pol*

CC: Craig Hensley, Community Development Director

Date: March 8, 2016

Subject: Bid Results and Award Of Contract for the Concrete Repair Program FY 2015-16

RECOMMENDED ACTION

Staff recommends that the City Council award the Concrete Repair Program FY 2015-16 contract to FS Contractors, Inc. at 14838 Bledsoe Street, Sylmar CA 91342. This project is fully funded through a Metro Local Return Program for Measure R which is funded with ½-cent sales tax and Bicycle Pedestrian Safety Fund.

BACKGROUND

For many years the Engineering Division in collaboration with the Field Services staff has surveyed the sidewalks and curb/gutters citywide to assess the accessibility and risks associated with these areas. This annual project consists of the removal and replacement of concrete sidewalks, curb and gutters, and driveway approaches that have been damaged by tree roots or other factors. This practice has improved the accessibility and safety for pedestrians and significantly reduced the number of trip and fall claims in the City of Duarte, thereby becoming an integral part of the City's Risk Management Plan.

On March 1, 2016 the City Clerk publicly opened bids for the above project. The results of the bid opening are as follow:

FS Contractors, Inc	\$47,814.00
S&H Civilworks	\$52,810.00
J.RDMMAC, Inc.	\$64,366.00
Gentry Brothers, Inc.	\$65,391.00
Martinez Concrete, Inc.	\$73,972.25

DM Contracting	\$79,430.00
Access Pacific, Inc.	\$117,166.40
E.C. Construction	\$140,395.00

ANALYSIS

Based on the bid results the City will have the opportunity to extend the project limits and scope by an estimated 2,200 square feet of sidewalk repairs and 97 lineal feet of cast in place concrete wall repairs. The additional work is necessary to repair damage caused by City owned trees. The proposed work is located on the south side of Huntington Drive and east of Buena Vista Street. The contract amount will be adjusted to reflect the total quantities required to complete the project as measured in the field. The estimated costs for the additional scope of work is \$21,000 funded from a combination of Measure R Local Return and General Fund.

The lowest responsible and responsive bidder, FS Contractors, Inc. has successfully completed the past Concrete Repair Program FY 2014/15 project in the City of Duarte and their license status has been verified by staff.

CONCLUSION

Staff recommends that the City Council award the Concrete Repair Program FY 2015-16 contract to FS Contractors, Inc. at 14838 Bledsoe Street, Sylmar CA 91342.

Respectfully Submitted By,

Natalie Ávila,
Project Manager / Associate Engineer



AGENDA MEMO

TO: DUARTE CITY COUNCIL

FROM: Karen A. Herrera, Deputy City Manager

SUBJECT: Traffic Safety Commissioner Appointment

DATE: March 8, 2016

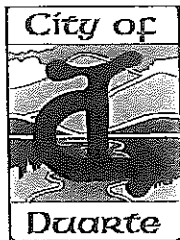
RECOMMENDATION: Staff recommends that Duarte City Council appoint one of the attached applicants to fill the unexpired term on the Traffic Safety Commission.

BACKGROUND: The recent resignation of a Traffic Safety Commissioner resulted in one vacancy on that Commission, with a term ending December 31, 2017. At the February 9, 2016, City Council Meeting, Council directed staff to contact applicants who recently interviewed for City Commissions and were not appointed, to see if they were interested in the vacancy. Letters and applications were sent to seven residents, with three responses received.

DISCUSSION: Attached are copies of the applications received, including statements of interest, for Luz Palamiano-Porlier, Mark Romejko, and Shiu (Thomas) Tsui. The personal information (home address, phone number, email address) for each applicant has been redacted for privacy reasons, as these documents are posted on the City's website as part of the Agenda backup information.

FISCAL IMPACT: None.

Attachments: Applications



City of Duarte
1600 Huntington Drive
Duarte, California 91010
Phone (626) 357-7931

RECEIVED
FEB 22 2016
CITY OF DUARTE

APPLICATION FOR VACANCY ON
TRAFFIC SAFETY COMMISSION

Although there are six City Commissions, this application is only for one vacancy on the Traffic Safety Commission, for a term expiring December 31, 2017.

Please submit this application to Duarte City Hall no later than Thursday, February 25, 2016, at 6:00 p.m.

1. PERSONAL

PORLIER LUZ P.
Name (Last, First, Middle)

2. ELIGIBILITY

Duarte Municipal Code Section 2.28.050 requires that a candidate for the Traffic Safety Commission must be a resident of the City, have no felony convictions, and file a City application, including a written statement as detailed in Section 3 below.

Have you ever been convicted of a felony? ☐ Yes ☒ No

3. QUALIFICATIONS AND STATEMENT OF INTEREST

Please submit a written statement of not more than two hundred words describing background, qualifications, and objectives in serving on the Commission. You may also attach a résumé in addition to the statement.

4. ADDITIONAL REQUIREMENTS / INFORMATION

- Form 700, Statement of Economic Interests – Must be filed with the City Clerk by all Commissioners pursuant to State Law, and it becomes a matter of public record. The form requires a disclosure of real property (excluding your home), investments other than retirement, certain gifts you may have received, and other financial disclosures. Form 700 is filed by the City Council, all Commissioners, and many City staff members.
- Ethics Training – All City Commissioners are required to complete a two-hour Ethics Training course once every two years. The Certificate of Completion is kept on file with the City Clerk.
- Please note: Should you be appointed as a Commissioner, further information about the FPPC and Ethics requirements will be provided to you. Nothing is required of you at this time.

By signing below, I declare under penalty of perjury that the information contained in my application is true and correct, and does not contain any material misrepresentations or omissions.

Feb. 21, 2016

Date

Luz P. Porlier
Signature

February 21, 2016

The Duarte City Council
Duarte City Hall
1600 Huntington Drive
Duarte, CA 91010

Dear Sir or Madam:

I have the honor to apply as a Duarte City Traffic Safety Commissioner.

My husband Bob and I have lived in Duarte for nineteen years. During that span of time I have observed a number of changes in our community that lend themselves to traffic and safety issues and concerns. First, the number of vehicles traveling our roads has multiplied. In addition, the number of bikers who pass through our city has increased dramatically. Although I enjoy watching the cyclists pass through in large groups, I am concerned about road safety for pedestrians, drivers, and the bikers. Furthermore, on March 5, 2016, the Goldline will be operational through our city. These and many more include those concerns.

My objective will be to work with the City Council and the City Manager relating to traffic laws, parking regulations, and all other traffic and safety issues of our city.

I would be very grateful if I will be chosen for this position. I care about the wellbeing of the people of Duarte, thus I want to be part of the team that works hard for the traffic safety of our city.

I have enclosed a copy of my Resume for your consideration.

Thank you.

Sincerely yours



Luz Palamiano-Porlier

LUZ PALAMIANO-PORLIER

Resume

Preference: Application for Traffic Safety Commission

Skills and Hobbies

Traveling, Driving on the roads and freeways of Southern California, Reading, Gardening, Vermicomposting, Sewing, Crocheting, Crafts, Quilting, and Jewelry Making

Community Involvement

Year	Organization	Position	Activities
1999 - present	Tournament of Roses Pasadena, California	Member	Assist in the various events and activities concerning the Rose Parade and the Rose Bowl
2011 - present	Duarte Woman's Club Duarte, California	Membership Director	Participate in the projects, events, and activities of the Club aimed at enhancing our community

Work History

School Year	Position	School	Addresss
1972- 1981	School Teacher	Mercedes Elem School	PHILIPPINES
1981-1986	School Teacher	Women's Teacher College	Azare, Bauchi State, NIGERIA
1988-1990	School Teacher	Queen of Peace School	Houston, Texas USA
1990-1991	School Teacher	Holy Family Primary School	Glendale, California USA
1991-present	Teacher, Grade 3	Los Angeles Unified School District Vermont Avenue Elem. School	1435 W 27 th Street Los Angeles, CA 90007 USA

Education

Year	Degree	Institution
1971	Bachelor of Science in Elementary Education. BSEEd.	Bicol University Legazpi City, Philippines
1976	Master of Arts in Education	Mabini Colleges Camarines Norte, Philippines
1981	36 units leading to Ph. D in Education	University of Santo Tomas España, Manila, Philippines
1993	Units to complete California Teaching Credential	Cal State Dominguez Hills California, USA



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1. PERSONAL

ROMELKO MARK ANDREW

2. ELIGIBILITY

Duarte Municipal Code Section 2.28.050 requires that a candidate for the Traffic Safety Commission must be a resident of the City, have no felony convictions, and file a City application, including a written statement as detailed in Section 3 below.

Have you ever been convicted of a felony? ☐ Yes

L No

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2/22/16

Date

[Signature]

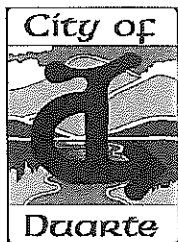
Signature

02.23.2016

Members of the Duarte City Council,

I am seeking an appointment to the Duarte Traffic and Safety Commission. I believe that I have the acumen, experience and interest in serving the community that qualifies me for this position. I have previously served on the Traffic and Safety Commission and recognize the valuable contribution that this team makes to the City of Duarte. I want to give back to the Community and feel that serving will allow me to do this by assisting the team in determining impacts to issues brought before the Commission. I have my Doctorate in Education (EdD) and I am currently employed at the Jet Propulsion Laboratory (JPL) in the capacity of Business Manager and also teach at Cal State L.A. and UCLA Extension. I look forward to speaking to you about my qualifications and intentions for this position.

Respectfully, Mark Romejko



City of Duarte
1600 Huntington Drive
Duarte, California 91010
Phone (626) 357-7931

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FEB 22 2016
CITY OF DUARTE

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1. PERSONAL

TSUI, SHIU KBI

2. ELIGIBILITY

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Have you ever been convicted of a felony? ☐ Yes ☒ No

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- Please note: Should you be appointed as a Commissioner, further information about the FPPC and Ethics requirements will be provided to you. Nothing is required of you at this time.

By signing below, I declare under penalty of perjury that the information contained in my application is true and correct, and does not contain any material misrepresentations or omissions.

2/19/16
Date

[Signature]
Signature

Statement of Interest

My name is Shiu (Thomas) Tsui. I am a registered Professional Engineer (Chemical) working for State Water Resources Control Board's Division of Drinking Water. My job duty is oversee water utilities and make sure they comply with all Federal and State laws and regulations. Occasionally I will work on environmental review such as CEQA.

Even though traffic is not my profession, however, I am working on obtaining a professional engineering license in civil engineering which also covers traffic engineering. Therefore, I have basic knowledge in traffic safety. As City of Duarte is growing, traffic safety and design will be top priority for the City.

I want to participate in community services while utilizing my professional knowledge. I hope my background can be beneficial in serving City of Duarte's residents.

MEMORANDUM

TO: Darrell J. George, City Manager
FROM: Kristen Petersen, Assistant City Manager
DATE: March 3, 2016
SUBJECT: Adoption of the updated Cost Allocation Plan

Recommendation

It is recommended that the City Council adopt the updated Cost Allocation Plan.

Background

The Cost Allocation Plan is meant to identify the overhead (indirect) costs and allocate them, based on an analysis of benefit, to the City's various direct service programs. The Cost Allocation Plan also establishes what are called Indirect Cost Rates, which can be used to estimate the amount of overhead costs incurred by the City in the provision of specific services. A copy of the Cost allocation Plan prepared by staff is attached to this report. Once it has been reviewed and adopted by the City Council, staff will proceed with the second step, which entails an analysis of the direct cost of providing each City service for which the City expects to charge a fee. Then using the Indirect Cost Rates established in the Cost Allocation Plan, an estimate will be made of the total cost of providing each service. The final step will be staff's submission to the City Council of the new fee recommendations for Council consideration.

Discussion

As indicated on Table 1 of the Cost Allocation Plan, the City of Duarte's 2015-16 budget consists of \$12,227,094 in direct program costs and \$5,067,751 in overhead (indirect) costs. The City's overall Indirect Cost Rate is 41%

The Indirect Cost Rate however varies significantly for the City's different direct service programs. As shown on Table 2, the Cost Allocation Plan identifies the following direct services programs and corresponding Indirect Cost Rates.

General City	87.1%	Public Safety	24.8%
Community Development	43.3%	Field Services	53.6%
Parks & Recreation	98.0%	Street Improvement	20.3%
Lighting Landscape	21.7%	Transit	32.0%

A summary of direct service programs, the allocation of overhead costs and the calculation of Indirect Cost Rates is contained on Table 1 of the Cost Allocation Plan.

COST ALLOCATION PLAN

FISCAL YEAR 2015-16

CITY OF DUARTE

CITY OF DUARTE - COST ALLOCATION PLAN

Background

This document is a Cost Allocation Plan for the City of Duarte. The intent of such a plan is to provide a rational and equitable basis for assigning indirect (overhead) costs to programs and services that directly benefit the general public. The result is a more realistic picture of the total cost of these programs and services to the City and its taxpayers.

A Cost Allocation Plan can have a number of uses. These include the following:

- If certain conditions are met, a Cost Allocation Plan may be used to identify overhead costs chargeable to Federal grant programs.
- A Cost Allocation Plan may be used to recover overhead or support services costs from special revenue funds and affiliated agencies. For example, the City could use it as a basis for reimbursing the General Fund for costs incurred in behalf of Lighting and Landscape Assessment District, Proposition A funded Transit System, or other programs.
- A Cost Allocation Plan may be used to help set fees and charges for services provided to the general public. Fees and charges are often set based only on direct costs, or on other factors such as past, history or comparisons with neighboring cities. In contrast, a Cost Allocation Plan allows fees and charges to reflect information on the actual total cost of providing various services.

It is this latter use that most often motivates cities to undertake the preparation of Cost Allocation Plans. There are several reasons for their concern that fees and charges closely reflect the actual cost of providing services. One is that following the passage of Proposition 13 cities have been required to rely more heavily on non- tax sources of revenue. This reliance has been encouraged by the public, which typically resists efforts to support governmental services through tax increases. Surveys of public opinion indicate that people prefer having most government services paid for through fees and charges. The perception is that, with fees and charges, those, who receive services rather than the tax paying public, pay costs. In addition, legal restrictions or fees call for them to closely approximate the actual costs of providing services or such fees run the risk of being characterized as taxes or assessments.

A second reason for wanting fees and charges to reflect actual costs is that it allows market forces to set limits on public demand for services. When tax dollars are used to subsidize services, public demand is encouraged to rise to an artificially high level. In an era when resources available to government are dwindling, it is imperative that ways be found to control service demand. The use of market forces is an effective means of letting the public tell government how best to deploy its resources.

Preparation

The preparation of a Cost Allocation Plan can become a complex process, and many cities rely on consultants and sophisticated computer programs to accomplish this task. However, this was not felt necessary for Duarte's purposes, and it was completed in house. Having now completed the process, staff is confident that the resulting Cost Allocation Plan is equitable, complete, defensible and more than adequate for the City's needs, and that the use of consultants or more complicated techniques for analyzing the data would not have materially changed the results.

The Plan preparation process used by staff entailed two basic steps. The first step was to categorize all of the City's budgeted expenditures into three types: direct costs, indirect costs, and excluded costs. These categories are generally defined as follows:

Direct costs are those that can be identified as directly benefiting specific programs and services provided to the general public. Examples might include the cost of salaries, benefits, materials and supplies, or contractual services used in conjunction with programs such as public safety, code enforcement, parks and recreation, street improvements, lighting and landscaping, transit, etc.

Indirect costs are those that benefit programs and services provided to the public, but often due more to the benefit they confer to the entire organization supporting the service, as opposed to specific programs. Examples of indirect costs include accounting, personnel administration, utilities, building maintenance, information technology, property insurance, etc.

Excluded costs are those that, for one reason or another, are not appropriate for inclusion in total program cost. Examples include debt service payments, inter fund transfers, uncollectible accounts, and the acquisition of land or capital equipment. It should be noted that the cost of capital equipment is factored into total cost through a use allowance (see Worksheet 2).

Table 1 provides a breakdown of the City's direct, indirect, and excluded costs. A more detailed breakdown can be found in Worksheet 1. In summary, the City's direct costs are \$12,227,094, indirect costs are \$5,067,751 and excluded costs are \$3,082,000. If total indirect costs are divided by total direct costs, the City's overall indirect cost rate is found to be 41%.

The second step in the preparation of the Cost Allocation Plan is the allocation of indirect costs to the City's benefiting direct cost programs. This provides a more complete picture as to the total cost of providing these programs, and allows individual indirect cost rates to be established.

The allocation of the City's various indirect costs is shown in Schedules 1-14. Additional supporting information is provided in Worksheets 3 and 4. Indirect costs have been allocated to direct cost programs based on factors that provide a reasonable indication of the level of benefit received. For example, City Council expenses have been allocated

based on agenda items, personnel services based on staffing levels, information technology based on number of desktop computers, facilities maintenance based on building square footage, etc. These allocations are summarized in Table 2.

Indirect Cost Rates

As is shown in Table 2, indirect cost rates for the City's direct cost programs range from a low of 20.3% for street improvement programs, to a high of 98.0% for park and recreation activities.

Indirect cost rates provide a convenient way for reasonable and reliable estimates of total cost to be calculated. For example, if a program has an indirect cost rate of 25%, and direct costs associated with a service are determined to be \$100, the actual total cost to the City of providing the service can be estimated at \$125.

Updates

Costs and programs inevitably change over time. Accordingly, a Cost Allocation Plan should be periodically updated. Duarte's Cost allocation Plan is to be revised whenever major changes in costs or programs take place. In the absence of such changes, it is recommended that the Plan remain be reviewed every five years.

**CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16**

TABLE 1

SUMMARY OF DIRECT, INDIRECT, AND EXCLUDED COSTS AND OVERALL INDIRECT COST RATE

	DIRECT COSTS	INDIRECT COST	EXCLUDED COSTS	TOTAL COSTS
CITY COUNCIL	63,838	47,962	0	111,800
CITY MANAGER	532,743	400,257	0	933,000
LEGAL SERVICES	0	170,000	0	170,000
COMMUNITY PROMOTIONS	158,600	0	0	158,600
MEMBERSHIPS	38,100	0	0	38,100
PUBLIC SAFETY	4,081,027	450,273	1,000	4,532,300
COMMUNITY DEVELOPMENT	2,441,757	244,354	40,000	2,726,111
FIELD SERVICES	649,786	217,814	0	867,600
PARKS & RECREATION	1,568,157	327,743	0	1,895,900
FACILITIES MAINTENANCE	0	737,000	32,000	769,000
FINANCE	0	828,700	0	828,700
PERSONNEL	0	140,100	0	140,100
INFORMATION TECHNOLOGY	0	241,600	20,000	261,600
RISK MANAGEMENT	0	407,400	0	407,400
GENERAL SERVICES	15,000	593,200	0	608,200
TRANSFERS	0	0	116,000	116,000
VEHICLE REPLACEMENT	0	0	1,476,100	1,476,100
GAS TAX	242,500	0	565,200	807,700
LIGHTING & LANDSCAPE	956,900	0	180,600	1,137,500
CDBG	140,000	0	0	140,000
PAEG	0	0	24,000	24,000
SUPPLEMENTAL LAW ENFORCEMENT	100,000	0	0	100,000
BICYCLE & PEDESTRIAN	14,200	0	0	14,200
AQMD	0	0	35,500	35,500
PARK DEVELOPMENT	16,000	0	0	16,000
PROPOSITION A	1,029,686	127,714	104,000	1,261,400
PROPOSITION C	0	0	313,100	313,100
MEASURE R	178,800	0	20,000	198,800
TOWN CENTER DEBT	0	0	154,500	154,500
USE ALLOWANCE	0	133,634	0	133,634
TOTAL	12,227,094	5,067,751	3,082,000	20,376,845

OVERALL INDIRECT COST RATE:

INDIRECT COSTS	5,067,751
DIVIDED BY DIRECT COSTS	12,227,094
EQUALS OVERALL INDIRECT COST RATE	41%

**CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16**

TABLE 2

SUMMARY OF INDIRECT COST ALLOCATIONS AND RATES

	GENERAL CITY	PUBLIC SAFETY	COMMUNITY DEVELOPMENT	FIELD SERVICES	PARKS & RECREATION	STREET IMPROVEMENT	LIGHTING LANDSCAPE	TRANSIT	TOTAL
CITY COUNCIL	22,669	3,341	12,647	239	5,727	2,148	477	716	47,962
CITY MANAGER	189,176	27,879	105,540	1,991	47,792	17,922	3,983	5,974	400,257
LEGAL SERVICES	80,348	11,841	44,826	846	20,299	7,612	1,692	2,537	170,000
COMMUNITY PROMOTIONS	-	-	-	-	-	-	-	-	-
MEMBERSHIPS	-	-	-	-	-	-	-	-	-
PUBLIC SAFETY	-	450,273	-	-	-	-	-	-	450,273
COMMUNITY DEVELOPMENT	-	-	144,169	14,661	-	85,524	-	-	244,354
FIELD SERVICES	-	-	-	108,907	-	-	108,907	-	217,814
PARKS & RECREATION	-	-	-	-	327,743	-	-	-	327,743
FACILITIES MAINTENANCE	130,678	47,483	40,134	17,020	464,627	6,841	17,780	12,436	737,000
FINANCE	54,599	283,372	98,278	31,781	107,550	96,292	87,040	69,788	828,700
PERSONNEL	11,952	22,699	16,678	7,354	55,142	7,773	7,208	11,295	140,100
INFORMATION TECHNOLOGY	92,613	20,133	40,267	8,053	64,427	8,053	-	8,053	241,600
RISK MANAGEMENT	34,755	66,008	48,497	21,383	160,349	22,604	20,959	32,845	407,400
GENERAL SERVICES	50,605	96,111	70,615	31,136	233,479	32,913	30,518	47,824	593,200
VEHICLES REPLACEMENT	-	-	-	-	-	-	-	-	-
TRANSFERS	-	-	-	-	-	-	-	-	-
GAS TAX	-	-	-	-	-	-	-	-	-
LIGHTING & LANDSCAPE	-	-	-	-	-	-	-	-	-
CDBG	-	-	-	-	-	-	-	-	-
PAEG	-	-	-	-	-	-	-	-	-
SUPPLEMENTAL LAW ENFORCEMENT	-	-	-	-	-	-	-	-	-
BYCYCLE & PED	-	-	-	-	-	-	-	-	-
AQMD	-	-	-	-	-	-	-	-	-
PARK DEVELOPMENT	-	-	-	-	-	-	-	-	-
PROP A	-	-	-	-	-	-	-	127,714	127,714
PROP C	-	-	-	-	-	-	-	-	-
MEASURE R	-	-	-	-	-	-	-	-	-
TOWN CENTER DEBT SERVICE	-	-	-	-	-	-	-	-	-
USE ALLOWANCE	34,413	6,231	5,604	7,848	67,771	952	531	10,284	133,634
TOTAL INDIRECT COSTS	701,808	1,035,370	627,255	251,219	1,554,906	288,633	279,094	329,466	5,067,751
TOTAL DIRECT COSTS	805,581	4,181,027	1,450,041	468,921	1,586,857	1,420,747	1,284,234	1,029,686	12,227,094
INDIRECT COST RATE	87.1%	24.8%	43.3%	53.6%	98.0%	20.3%	21.7%	32.0%	41.4%

**CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16**

WORKSHEET 1

ALLOCATION OF DIRECT, INDIRECT, AND EXCLUDED COSTS

	City Council	City Manager	Legal Services	Com. Promotion	Memberships	Public Safety	Comm Develop	Field Svc	Parks & Rec
Direct Costs									
General City	63,838	532,743		155,900	38,100		-		
Public Safety						4,081,027	-		
Comm Dev							1,450,041		
Field Svc							144,028	324,893	
Rec & Culture				2,700			-		1,568,157
Street Imp							845,247		
Light & Land							2,441	324,893	
Transit							-		
Total Direct Costs	63,838	532,743	-	158,600	38,100	4,081,027	2,441,757	649,786	1,568,157
Indirect Costs	47,962	400,257	170,000	-	-	450,273	244,354	217,814	327,743
Excluded Costs									
Capital Equipment						1,000	40,000		
Debt Service									
Interfund Transfers									
Other									
Total Excluded Costs	-	-	-	-	-	1,000	40,000	-	-
Total Costs	111,800	933,000	170,000	158,600	38,100	4,532,300	2,726,111	867,600	1,895,900

WORKSHEET 1

ALLOCATION OF DIRECT, INDIRECT, AND EXCLUDED COSTS (cont.)

Facilities Maint	Finance	Personnel	Info Tech	Risk Mgt	General Svc	Vehicle Replace	Transfers	Gas Tax	Light & Landscape	CDBG	PAEG	Suppl Law Enforce
					15,000						-	100,000
								242,500	- 956,900	140,000	-	
-	-	-	-	-	15,000	-	-	242,500	956,900	140,000	-	100,000
737,000	828,700	140,100	241,600	407,400	593,200	-	-	-	-	-	-	-
32,000			20,000			116,000					24,000	
							1,476,100	180,600	565,200			
32,000	-	-	20,000	-	-	116,000	1,476,100	180,600	565,200	-	24,000	-
769,000	828,700	140,100	261,600	407,400	608,200	116,000	1,476,100	423,100	1,522,100	140,000	24,000	100,000

WORKSHEET 1

ALLOCATION OF DIRECT, INDIRECT, AND EXCLUDED COSTS (cont.)

Bike & Ped Safety	AQMD	Park Develop	Prop A Transit	Prop C Transit	Measure R	Town Ctr Debt Svc	TOTAL	
							805,581	6.6%
							4,181,027	34.2%
							1,450,041	11.9%
							468,921	3.8%
		16,000					1,586,857	13.0%
14,200					178,800		1,420,747	11.6%
							1,284,234	10.5%
	-		1,029,686				1,029,686	8.4%
							-	-
14,200	-	16,000	1,029,686	-	178,800	-	12,227,094	
							-	
-	-	-	127,714	-	-	-	4,934,117	
							-	
							-	
							-	
	34,000						267,000	
						154,500	154,500	
	1,500		104,000	313,100	20,000		2,660,500	
							-	
							-	
-	35,500	-	104,000	313,100	20,000	154,500	3,082,000	
							-	
14,200	35,500	16,000	1,261,400	313,100	198,800	154,500	20,243,211	

**CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16**

WORKSHEET 3

ALLOCATION OF LEVEL OF STAFF SUPPORT

	General City	Public Safety	Comm Dev	Field Svc	Rec & Culture	Street Imp	L&L	Transit	Total
DIRECT STAFF SUPPORT									
CITY COUNCIL	0	0	0	0	0	0	0	0	0
CITY MANAGER	0	0	0	0	0	0	0	0	0
PUBLIC SAFETY	0	7.3	0	0	0	0	0	0	7.3
COMMUNITY DEVELOP	0	0	4.72	0.48	0	2.72	0.08	0	8
FIELD SVC	0	0	0	2.5	0	0	2.5	0	5
PARKS & REC	0	0	0	0	21	0	0	0	21
FACILITIES MAINT	0	0	0	0	0	0	0	0	0
FINANCE	0	0	0	0	0	0	0	0	0
PERSONNEL	0	0	0	0	0	0	0	0	0
TRANSIT	0	0	0	0	0	0	0	3.8	3.8
SUBTOTAL	0	7.3	4.72	2.98	21	2.72	2.58	3.8	45.1
INDIRECT STAFF SUPPORT									
CITY COUNCIL	2.36	0.35	1.32	0.02	0.60	0.22	0.05	0.07	5.0
CITY MANAGER	2.36	0.35	1.32	0.02	0.60	0.22	0.05	0.07	5.0
PUBLIC SAFETY	0	2	0	0	0	0	0	0	2.0
COMMUNITY DEVELOP	0	0	0.59	0.06	0	0.35	0.00	0	1.0
FIELD SVC	0	0	0	0.5	0	0	0.5	0	1.0
PARKS & REC	0	0	0	0	2	0	0	0	2.0
FACILITIES MAINT	1.35	0.49	0.41	0.18	4.79	0.07	0.18	0.20	7.7
FINANCE	0.33	1.71	0.59	0.19	0.65	0.58	0.53	0.42	5.0
PERSONNEL	0.15	0.24	0.18	0.075	0.585	0.09	0.06	0.12	1.5
TRANSIT	0	0	0	0	0	0	0	1.5	1.5
SUBTOTAL	6.55	5.14	4.42	1.05	9.22	1.54	1.37	2.39	31.67
TOTAL STAFF SUPPORT	6.55	12.44	9.14	4.03	30.22	4.26	3.95	6.19	76.77
	9%	16%	12%	5%	39%	6%	5%	8%	100%

Note: City Council members have been included as employees

CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16

WORKSHEET 4

ALLOCATION OF LEVEL OF BUILDING SQUARE FOOTAGES

	Total	General City	Public Safety	Comm Dev	Field Svc	Rec & Culture	Street Imp	L&L	Transit
CITY HALL	8,900	4,210	623	2,350	45	1,059	401	89	134
COMMUNITY CENTER	6,620	3,131	463	1,748	33	788	298	66	99
FINESS CENTER	8,020					8,020			
SWIMMING POOL/DECK AREA	12,200					12,200			
DUARTE PARK BLDG	1,440					1,440			
ROYAL OAKS PARK BLDG	3,142					3,142			
THIRD STREET BLDG	6,000	6,000							
TEEN CENTER	6,660					6,660			
SOUTH YARD TRAILER	1,152		115						1,037
PUBIC SAFETY OFFICE	3,646		3,646						
BEARDSLEE PARK RESTROOM	800					800			
SENIOR CENTER	12,200					12,200			
ENCANTO PARK RESTROOM	325					325			
DUARTE PARK SNACK BAR	800					800			
FIELD SVC (CALAM) BUILDING	3,320				1,660			1,660	
	75,225	13,341	4,848	4,097	1,738	47,434	698	1,815	1,270
Percentage	100%	18%	6.4%	5.4%	2.3%	63.1%	0.9%	2.4%	1.7%

CITY OF DUARTE - COST ALLOCATION PLAN
FISCAL YEAR 2015-16

ALLOCATION OF BUDGET	CITY COUNCIL	SCHEDULE 1
BASE OF ALLOCATION	47,962 CITY COUNCIL AGENDA ITEMS	

DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	95	47%	22,669
PUBLIC SAFETY	14	7%	3,341
COMMUNITY DEVELOPMENT	53	26%	12,647
FIELD SERVICES	1	0%	239
RECREATION & CULTURE	24	12%	5,727
STREET IMPROVEMENTS	9	4%	2,148
LIGHTING & LANDSCAPE	2	1%	477
TRANSIT	3	1%	716
HOUSING AUTHORITY	0	0%	-
TOTAL	201	100%	47,962

ALLOCATION OF BUDGET	CITY MANAGER	SCHEDULE 2
BASE OF ALLOCATION	400,257 CITY COUNCIL AGENDA ITEMS	

DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	95	47%	189,176
PUBLIC SAFETY	14	7%	27,879
COMMUNITY DEVELOPMENT	53	26%	105,540
FIELD SERVICES	1	0%	1,991
RECREATION & CULTURE	24	12%	47,792
STREET IMPROVEMENTS	9	4%	17,922
LIGHTING & LANDSCAPE	2	1%	3,983
TRANSIT	3	1%	5,974
HOUSING AUTHORITY	0	0%	-
TOTAL	201	100%	400,257

ALLOCATION OF BUDGET	LEGAL SERVICES	SCHEDULE 3
BASE OF ALLOCATION	170,000 CITY COUNCIL AGENDA ITEMS	

DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	95	47%	80,348
PUBLIC SAFETY	14	7%	11,841
COMMUNITY DEVELOPMENT	53	26%	44,826
FIELD SERVICES	1	0%	846
RECREATION & CULTURE	24	12%	20,299
STREET IMPROVEMENTS	9	4%	7,612
LIGHTING & LANDSCAPE	2	1%	1,692
TRANSIT	3	1%	2,537
HOUSING AUTHORITY	0	0%	-
TOTAL	201	100%	170,000

ALLOCATION OF BUDGET	PUBLIC SAFETY 450,273		SCHEDULE 4
BASE OF ALLOCATION	LEVEL OF ADMIN STAFF SUPPORT		
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	0	0	-
PUBLIC SAFETY	2	100%	450,273
COMMUNITY DEVELOPMENT	0	0	0
FIELD SERVICES	0	0	0
RECREATION & CULTURE	0	0	0
STREET IMPROVEMENTS	0	0	0
LIGHTING & LANDSCAPE	0	0	0
TRANSIT	0	0	0
HOUSING AUTHORITY	0	0	0
TOTAL	2	100%	450,273

ALLOCATION OF BUDGET	COMMUNITY DEVELOPMENT 244,354		SCHEDULE 5
BASE OF ALLOCATION	LEVEL OF ADMIN STAFF SUPPORT		
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	0	0%	-
PUBLIC SAFETY	0	0%	-
COMMUNITY DEVELOPMENT	0.59	59%	144,169
FIELD SERVICES	0.06	6%	14,661
RECREATION & CULTURE	0	0%	-
STREET IMPROVEMENTS	0.35	35%	85,524
LIGHTING & LANDSCAPE	0	0%	-
TRANSIT	0	0%	-
HOUSING AUTHORITY	0	0%	-
TOTAL	1	100%	244,354

ALLOCATION OF BUDGET	FIELD SERVICES 217,814		SCHEDULE 6
BASE OF ALLOCATION	LEVEL OF ADMIN STAFF SUPPORT		
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION
GENERAL CITY	0	0%	-
PUBLIC SAFETY	0	0%	-
COMMUNITY DEVELOPMENT	0	0%	-
FIELD SERVICES	0.5	50%	108,907
RECREATION & CULTURE	0	0%	-
STREET IMPROVEMENTS	0	0%	-
LIGHTING & LANDSCAPE	0.5	50%	108,907
TRANSIT	0	0%	-
HOUSING AUTHORITY	0	0%	-
TOTAL	1	100%	217,814

ALLOCATION OF BUDGET	PARK & RECREATION			SCHEDULE 7
BASE OF ALLOCATION	327,743			
	LEVEL OF ADMIN STAFF SUPPORT			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION	
GENERAL CITY	0	0%	0	
PUBLIC SAFETY	0	0%	0	
COMMUNITY DEVELOPMENT	0	0%	0	
FIELD SERVICES	0	0%	0	
RECREATION & CULTURE	2	100%	327,743	
STREET IMPROVEMENTS	0	0%	0	
LIGHTING & LANDSCAPE	0	0%	0	
TRANSIT	0	0%	0	
HOUSING AUTHORITY	0	0%	0	
TOTAL	2	100%	327,743	

ALLOCATION OF BUDGET	FACILITIES MAINTENANCE			SCHEDULE 8
BASE OF ALLOCATION	737,000			
	BLDG SQUARE FOOTAGE			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION	
GENERAL CITY	0.18	18%	130,678	
PUBLIC SAFETY	0.06	6%	47,483	
COMMUNITY DEVELOPMENT	0.05	5%	40,134	
FIELD SERVICES	0.02	2%	17,020	
RECREATION & CULTURE	0.63	63%	464,627	
STREET IMPROVEMENTS	0.01	1%	6,841	
LIGHTING & LANDSCAPE	0.02	2%	17,780	
TRANSIT	0.02	2%	12,436	
HOUSING AUTHORITY	-	0%	-	
TOTAL	1	100%	737,000	

ALLOCATION OF BUDGET	FINANCE			SCHEDULE 9
BASE OF ALLOCATION	828,700			
	SHARE OF DIRECT BUDGET			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION	
GENERAL CITY	0.07	7%	54,599	
PUBLIC SAFETY	0.34	34%	283,372	
COMMUNITY DEVELOPMENT	0.12	12%	98,278	
FIELD SERVICES	0.04	4%	31,781	
RECREATION & CULTURE	0.13	13%	107,550	
STREET IMPROVEMENTS	0.12	12%	96,292	
LIGHTING & LANDSCAPE	0.11	11%	87,040	
TRANSIT	0.08	8%	69,788	
HOUSING AUTHORITY	-	0%	-	
TOTAL	1	100%	828,700	

ALLOCATION OF BUDGET	PERSONNEL			SCHEDULE 10
BASE OF ALLOCATION	140,100			
	FT EQUIVALENT EMPLOYEES			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE		COST ALLOCATION
GENERAL CITY	6.55	9%		11,952
PUBLIC SAFETY	12.44	16%		22,699
COMMUNITY DEVELOPMENT	9.14	12%		16,678
FIELD SERVICES	4.03	5%		7,354
RECREATION & CULTURE	30.22	39%		55,142
STREET IMPROVEMENTS	4.26	6%		7,773
LIGHTING & LANDSCAPE	3.95	5%		7,208
TRANSIT	6.19	8%		11,295
TOTAL	76.8	100%		140,100

ALLOCATION OF BUDGET	INFORMATION TECHNOLOGY			SCHEDULE 11
BASE OF ALLOCATION	241,600			
	DESK TOP COMPUTERS			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE		COST ALLOCATION
GENERAL CITY	23	38%		92,613
PUBLIC SAFETY	5	8%		20,133
COMMUNITY DEVELOPMENT	10	17%		40,267
FIELD SERVICES	2	3%		8,053
RECREATION & CULTURE	16	27%		64,427
STREET IMPROVEMENTS	2	3%		8,053
LIGHTING & LANDSCAPE	0	0%		-
TRANSIT	2	3%		8,053
TOTAL	60.0	100%		241,600

ALLOCATION OF BUDGET	RISK MANAGEMENT			SCHEDULE 12
BASE OF ALLOCATION	407,400			
	FT EQUIVALENT EMPLOYEES			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE		COST ALLOCATION
GENERAL CITY	6.55	9%		34,755
PUBLIC SAFETY	12.44	16%		66,008
COMMUNITY DEVELOPMENT	9.14	12%		48,497
FIELD SERVICES	4.03	5%		21,383
RECREATION & CULTURE	30.22	39%		160,349
STREET IMPROVEMENTS	4.26	6%		22,604
LIGHTING & LANDSCAPE	3.95	5%		20,959
TRANSIT	6.19	8%		32,845
TOTAL	76.8	100%		407,400

ALLOCATION OF BUDGET	GENERAL SVC			SCHEDULE 13
BASE OF ALLOCATION	593,200			
	FT EQUIVALENT EMPLOYEES			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION	
GENERAL CITY	6.55	9%	50,605	
PUBLIC SAFETY	12.44	16%	96,111	
COMMUNITY DEVELOPMENT	9.14	12%	70,615	
FIELD SERVICES	4.03	5%	31,136	
RECREATION & CULTURE	30.22	39%	233,479	
STREET IMPROVEMENTS	4.26	6%	32,913	
LIGHTING & LANDSCAPE	3.95	5%	30,518	
TRANSIT	6.19	8%	47,824	
TOTAL	76.8	100%	593,200	

ALLOCATION OF BUDGET	PROP A			SCHEDULE 14
BASE OF ALLOCATION	127,714			
	LEVEL OF ADMINISTRATIVE STAFF SUPPORT			
DIRECT PROGRAM COST	BASE OF ALLOCATION	PERCENTAGE	COST ALLOCATION	
GENERAL CITY	0	0%	0	
PUBLIC SAFETY	0	0%	0	
COMMUNITY DEVELOPMENT	0	0%	0	
FIELD SERVICES	0	0%	0	
RECREATION & CULTURE	0	0%	0	
STREET IMPROVEMENTS	0	0%	0	
LIGHTING & LANDSCAPE	0	0%	0	
TRANSIT	1.5	100%	127,714	
HOUSING AUTHORITY	0	0%	0	
TOTAL	1.5	100%	127,714	

MEMORANDUM



TO: Honorable Mayor and City Council

FROM: Jason Golding, City Planner *JA*

DATE: March 8, 2016

SUBJECT: Authorize the City Manager to sign purchase orders for the requisition of 45 bus benches and 45 litter receptacles associated with Duarte Transit and other bus stop locations

Recommendation

Staff is recommending that the City Council authorize the City Manager to sign purchase orders, in the amount of \$140,040.60, with Avalon Amenities, the authorized sales representative for Victor Stanley products in our area, for the requisition of 45 benches and 45 litter receptacles. This powder-coated, cast iron street furniture would be used to replace existing pre-cast concrete benches and receptacles at most Duarte Transit locations, as well as at several of the most utilized METRO and Foothill Transit bus stops. Victor Stanley is the sole source producer of cast iron benches and litter receptacles that match existing street furniture installed as part of the Gold Line project and meet the rigorous demands required of public street furniture. Pursuant to Chapter 2.36.050(f) of the Duarte Municipal Code, the City may directly purchase products from a sole source vendor. The requisition amount has been budgeted in this current budget year - using Prop A funds.

Analysis

Several benches and litter receptacles were recently installed at the two new transit stops (Highland Avenue in front of the METRO parking lot and on Duarte Road at Hope Drive) as a part of the pedestrian improvements constructed along with the Gold Line project. The benches and receptacles are high quality, attractive, durable iron products manufactured by Victor Stanley, an American manufacturer based in Maryland. They were chosen after identifying products that offer a less attractive target for graffiti taggers, are made of extremely durable materials that will provide years of use, and considerable discussion and vetting of other street furniture manufacturers presented to us by the METRO Gold Line Foothill Extension Construction Authority.





As part of the overall improvements made to the Gold Line area, new Duarte Transit routes that make light rail accessibility more feasible and a revitalization of the City's transit infrastructure, Staff is proposing to upgrade transit benches and litter receptacles city-wide. The attached cut sheets provide additional details on the actual Victor Stanley products being proposed as replacements. Victor Stanley is the sole source producer of benches and receptacles that meet our specifications and can match the other street furniture installed as part of the Gold Line project.

The attached bus route list provides a summary of the new Duarte Transit stops, along with other key METRO bus and Foothill Transit stops that serve the residents of our community. All of the existing pre-cast concrete benches and receptacles at current transit stops, which are made of flat concrete surfaces that are regularly vandalized, would be removed and replaced with new Victor Stanley benches and litter receptacles. There are; however, a handful of stops that would not receive street furniture due to a lack of handicap accessibility, vandalism issues or due to a lack of ridership.

This requisition will be divided into two orders to facilitate storage and for logistical concerns. Field Services Division would remove existing units and install the new bronze colored street furniture. Typical manufacturing and delivery time is 10-12 weeks.

Attachments:

Latest bus stop location list
Victor Stanley cut sheets

NEW CANS & BENCHES					11	11			
GREEN ROUTE					FURNITURE			OTHER AGENCIES	
	TIME	STOP ON	TRAV	AT	TRASH	BENCH	SHELTER	MTA	FOOTHILL
28	25	HUNTINGTON DR	W	BUENA VISTA (RALPH'S)	YES	YES	NO		187,494
29	37	MOUNTAIN VISTA PLAZA	E	TARGET	YES	YES (2)	NO		
30	39	BEST BUY PKG LOT	W	BEST BUY PKG LOT	NO	YES	YES		
31	40	MOUNTAIN AVE	S	EVERGREEN ST	NO	NO	NO		
32	41	MOUNTAIN AVE	S	LEWISTON ST	NO	NO	NO		
33	42	MOUNTAIN AVE	S	MAXWELL SCHOOL	NO	NO	NO		
34	44	BECKVILLE ST	E	MOUNTAIN AVE	YES	NO	YES		
35	44	GALEN ST	E	NEWINGTON ST	NO	NO	NO		
36	45	HURLOCK AVE	N	BROACH AVE	NO	NO	NO		
37	46	KELLWIL WAY	E	BEARDSLEE SCHOOL	NO	NO	NO		
38	46	KELLWIL WAY	E	BUENA VISTA ST	YES	YES	NO		
39	47	DUARTE RD	E	BUENA VISTA ST	YES	YES	NO	264	272
40	47	DUARTE RD	E	VILLAGE RD	NO	NO	NO		
41	48	DUARTE RD	E	CITY OF HOPE	YES	YES	YES	264	272
42	49	BUSINESS CTR DR	W	HIGHLAND AVE	NO	NO	NO	264	
43	51	EVERGREEN ST	W	FAIRDALE AVE	NO	YES	NO		
44	51	EVERGREEN ST	W	DUNCANNON AVE	NO	NO	NO		
45	54	BUENA VISTA ST	N	TEEN CTR/LIBRARY	YES	YES	YES		
46	55	HUNTINGTON DR	E	BUENA VISTA ST	YES	YES	NO		187, 494
47	56	HUNTINGTON DR	E	BRYCEDALE AVE	YES	YES	YES		187, 494
48	57	HUNTINGTON DR	E	CIVIC CENTER (SR. CTR)	YES	YES	NO		
49	57	HUNTINGTON DR	E	POPS RD	NO	NO	NO		
NEW CANS & BENCHES					9	9			
TOTAL GREEN ROUTE-NEW CANS & BENCHES					20	20			
TOTAL GREEN ROUTE-REMOVAL ONLY-CANS & BENCHES					0	1			

BLUE ROUTE					FURNITURE			OTHER AGENCIES	
	TIME	STOP ON	TRAV	AT	TRASH	BENCH	SHELTER	MTA	FOOTHILL
1	1	HUNTINGTON DR	W	HIGHLAND AVE	YES	YES	YES		187, 272, 494
2	1	HUNTINGTON DR	W	POPS RD	NO	NO	NO		
3	2	HUNTINGTON DR	W	1515 HUNTINGTON DR.	NO	NO	NO		
4	4	BUENA VISTA ST	S	ROYAL OAKS DR.	YES	YES	NO		
5	4	BUENA VISTA ST	S	RALPH'S MARKET	YES	YES	NO		
6	6	BUENA VISTA ST	S	LIBRARY/TEEN CTR	YES	YES	NO		
7	6	BLOOMDALE ST	E	BUENA VISTA ST	NO	NO	NO		
8	7	HUNTINGTON DR	E	SENIOR CENTER	YES	YES	NO		
9	7	HUNTINGTON DR	E	POPS RD	NO	NO	NO		
10	9	HIGHLAND AVE	S	HUNTINGTON DR	NO	NO	NO		
11	11	HIGHLAND AVE	S	BUSINESS CTR (GOLD LINE)	YES	YES		264	
12	12	DUARTE RD	W	CITY OF HOPE	YES	YES		264	
13	15	BUENA VISTA ST	S	DUARTE RD	YES	YES	YES		272
14	15	BUENA VISTA ST	S	KELLWIL WAY	NO	YES	NO		272
15	16	GALEN ST	W	DELFORD	NO	NO	NO		
16	16	GALEN ST	W	NEWINGTON ST	NO	NO	NO		
17	18	BECKVILLE ST	W	MOUNTAIN AVE	YES	NO	YES		
18	19	MOUNTAIN AVE	N	NEWINGTON ST	YES	YES	NO		
19	19	MOUNTAIN AVE	N	HURSTVIEW T	NO	YES	NO		
20	21	MOUNTAIN AVE	N	WAL MART	YES	YES	NO		
21	22	MOUNTAIN AVE	N	HUNTINGTON DR	YES	NO	NO		
22	33	MOUNTAIN VISTA PLAZA	E	TARGET	YES	YES (2)	NO		
23	33	BRADBURY AVE	N	HUNGTINGTON DR	NO	NO	NO		
24	36	RALPH'S MARKET	E	RALPH'S MARKET	NO	YES*	NO		
25	37	BUENA VISTA ST	N	BIG LOTS	YES	NO	YES		
26	38	ROYAL OAKS DR	E	BUENA VISTA ST	YES	YES	YES		
27	39	ROYAL OAKS DR	E	COTTER AVE	NO	YES	YES		
28	40	ROYAL OAKS DR	E	HIGHLAND AVE	NO	NO	NO		
29	41	ROYAL OAKS DR	E	BRADBOURNE AVE	YES	YES	NO		
NEW CANS & BENCHES					13	14			

[illegible]

[illegible]

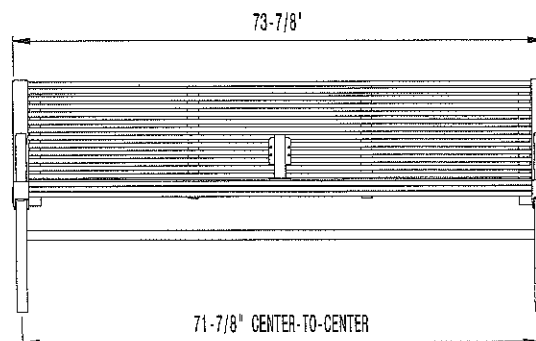
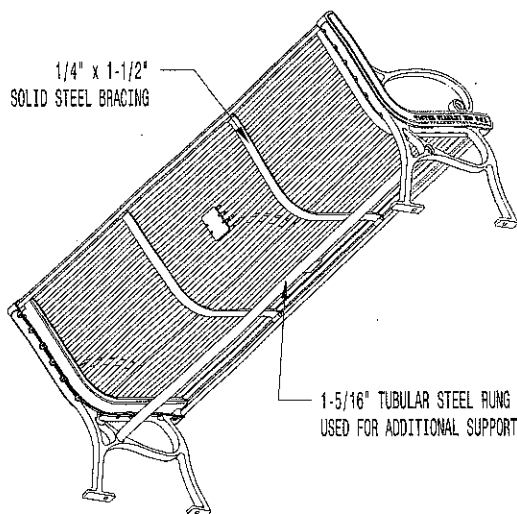
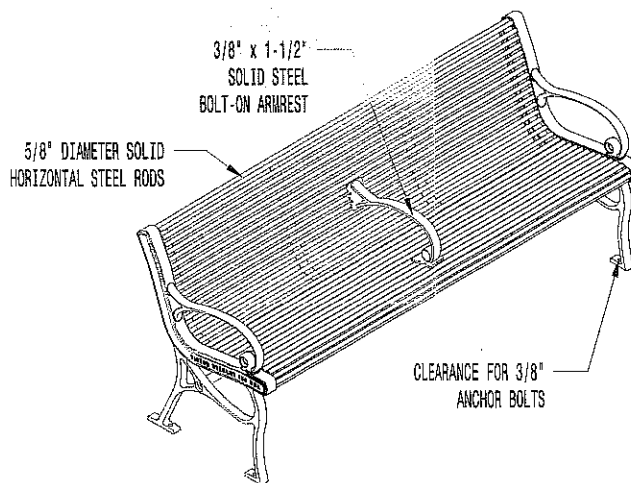
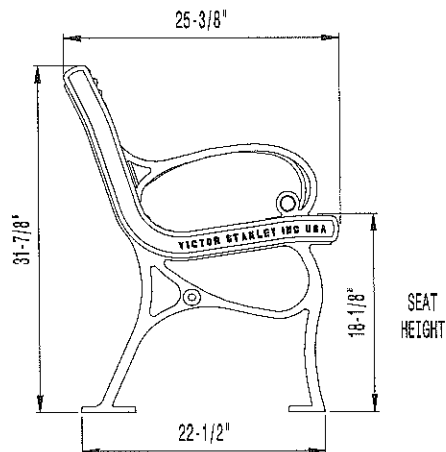


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* ALL DIMENSIONS ARE IN INCHES *



CENTER-TO-CENTER DISTANCES ARE APPROXIMATE
(VARIATIONS IN CASTING ARISE FROM DIFFERENT RATES OF COOLING)

AVAILABLE OPTIONS:

POWDER COATING

10 STANDARD COLORS, 2 OPTIONAL METALLIC COLORS,
CUSTOM COLORS (INCLUDING THE RAL RANGE)

INTERMEDIATE & CENTER ARMRESTS

4' & 6' AVAILABLE WITH OPTIONAL ARMRESTS

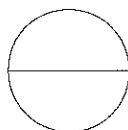
LENGTHS

STANDARD 4'

STANDARD 6' LENGTH SHOWN

NOTES:

1. DUCTILE IRON CASTINGS COME WITH A TEN YEAR WARRANTY AGAINST BREAKAGE.
2. DRAWINGS NOT TO SCALE. DO NOT SCALE DRAWINGS.
3. ALL FABRICATED METAL COMPONENTS ARE STEEL SHOTBLASTED, ETCHED, PHOSPHATIZED, PREHEATED, AND ELECTROSTATICALLY POWDER-COATED WITH T.G.I.C. POLYESTER POWDER COATINGS. PRODUCTS ARE FULLY CLEANED AND PRETREATED, PREHEATED AND COATED WHILE HOT TO FILL CREVICES AND BUILD COATING FILM. COATED PARTS ARE THEN FULLY CURED TO COATING MANUFACTURER'S SPECIFICATIONS. THE THICKNESS OF THE RESULTING FINISH AVERAGES 8-10 MILS (200-250 MICRONS).
4. IT IS NOT RECOMMENDED TO LOCATE ANCHOR BOLTS UNTIL BENCH IS IN PLACE. THIS VICTOR STANLEY, INC. PRODUCT MUST BE PERMANENTLY AFFIXED TO THE GROUND. CONSULT YOUR LOCAL CODES FOR REGULATIONS.
5. ANCHOR BOLTS NOT PROVIDED BY VICTOR STANLEY, INC.
6. FOR HIGH SALT ABUSIVE CLIMATES, HOT DIP GALVANIZING BEFORE POWDER COATING IS AVAILABLE. SEE WRITTEN SPECIFICATIONS FOR DETAILS.
7. ALL SPECIFICATIONS ARE SUBJECT TO CHANGE. CONTACT MANUFACTURER FOR DETAILS.
8. THIS PRODUCT IS SHIPPED FULLY ASSEMBLED.



CS-138

CLASSIC SERIES

BENCH WITH DUCTILE IRON END FRAMES

SHOWN: STANDARD 6-FOOT LENGTH

OPTIONAL BOLT-ON CENTER ARMREST

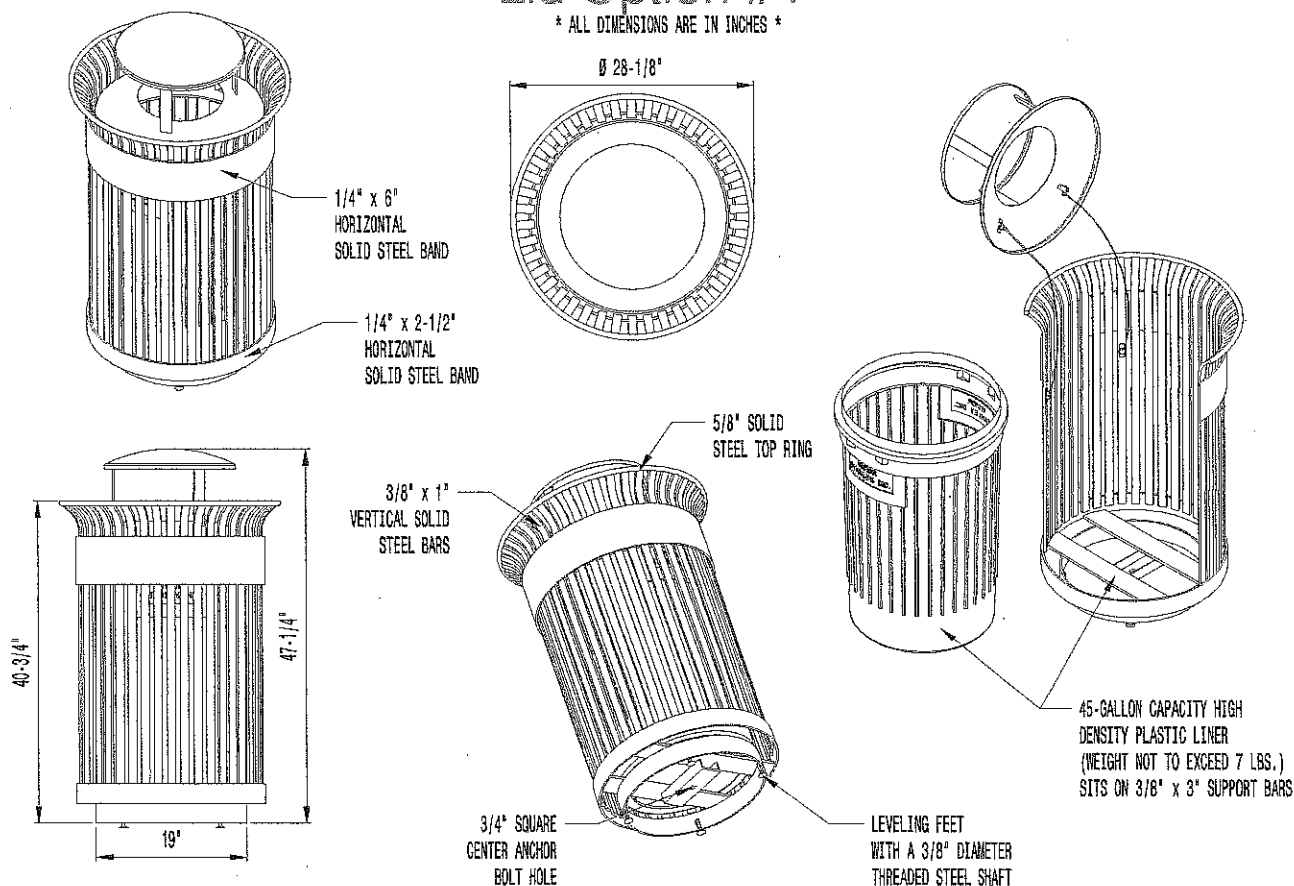


VICTOR STANLEY, INC.®

Manufacturers of Quality Site Furnishings since 1952

Lid Option #4

* ALL DIMENSIONS ARE IN INCHES *



AVAILABLE OPTIONS:

POWDER COATING

10 STANDARD COLORS, 2 OPTIONAL METALLIC COLORS,
CUSTOM COLORS (INCLUDING THE RAL RANGE)

CUSTOM PLAQUES & DECALS

AVAILABLE WITH STEEL PLAQUES IN VARIOUS SIZES AND PRESSURE SENSITIVE
VINYL OUTDOOR DECALS.

LIDS

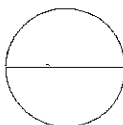
STANDARD TAPERED FORMED LID. AVAILABLE WITH OPTIONAL DOME LID, DOME LID
WITH STAINLESS STEEL ASHTRAY, RAIN BONNET LID (AS SHOWN), RAIN BONNET LID
WITH STAINLESS STEEL ASHTRAY, CONVEX LID, AND CONVEX LID WITH SELF-CLOSING DOOR,
AND RECYCLE LIDS. ASHTRAYS AVAILABLE WITH OPTIONAL ASHTRAY COVER.

SECURITY

LID IS SECURED WITH VINYL COATED GALVANIZED STEEL AIRCRAFT CABLE.
CABLE IS LOOPED AROUND WELDED IN PLACE ATTACHMENT BRACKETS AND
CRIMPED IN PLACE. AVAILABLE WITH OPTIONAL MOUNT WITH
3 IN-LINE ANCHOR HOLES AND OPTIONAL BOTTOM PLATE COVER.

NOTES:

1. DRAWINGS NOT TO SCALE. DO NOT SCALE DRAWINGS.
2. ALL FABRICATED METAL COMPONENTS ARE STEEL SHOTBLASTED, ETCHED, PHOSPHATIZED, PREHEATED, AND ELECTROSTATICALLY POWDER-COATED WITH T.G.I.C. POLYESTER POWDER COATINGS. PRODUCTS ARE FULLY CLEANED AND PRETREATED, PREHEATED AND COATED WHILE HOT TO FILL CREVICES AND BUILD FILM COATING. COATED PARTS ARE THEN FULLY CURED TO COATING MANUFACTURER'S SPECIFICATIONS. THE THICKNESS OF THE RESULTING FINISH AVERAGES 8-10 MILS (200-250 MICRONS).
3. THIS VICTOR STANLEY, INC. PRODUCT MUST BE PERMANENTLY AFFIXED TO THE GROUND. CONSULT YOUR LOCAL CODES FOR REGULATIONS.
4. VICTOR STANLEY, INC., PLASTIC INNER LINERS ARE MOLDED ON TOOLING DESIGNED FOR AND OWNED BY VICTOR STANLEY, INC. THEY OFFER MAXIMUM CAPACITY AND STRENGTH WITH LIGHTWEIGHT CONSTRUCTION USING CRITICAL MOLDED RIBS, INTEGRAL HANDHOLDS, AND HIGH-STRENGTH MATERIALS. THIS MINIMIZES HANDLING DIFFICULTY AND FACILITATES EASY EMPTYING AND STORAGE WHILE AFFORDING LONG SERVICE LIFE.
5. ANCHOR BOLT(S) NOT PROVIDED BY VICTOR STANLEY, INC.
6. FOR HIGH SALT ABUSIVE CLIMATES, HOT DIP GALVANIZING BEFORE POWDER COATING IS AVAILABLE. SEE WRITTEN SPECIFICATIONS FOR DETAILS.
7. ALL SPECIFICATIONS ARE SUBJECT TO CHANGE. CONTACT MANUFACTURER FOR DETAILS.
8. THIS PRODUCT IS SHIPPED FULLY ASSEMBLED.



S-45

IRONSITES® SERIES

45-GALLON LITTER RECEPTACLE
SHOWN: OPTIONAL RAIN BONNET LID



VICTOR STANLEY, INC.®

-Manufacturers of Quality Site Furnishings since 1962-

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sales@victorstanley.com • www.victorstanley.com



Bronze



Black



Green



Tavern Square Green



Burgundy



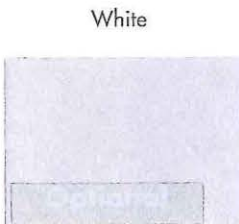
Blue



Teal



Red



White



Gray



Silver



Titanium

These twelve colors are offered by Victor Stanley, Inc. (VSI) as standard TGIC polyester powder coating colors. VSI reserves the right to change its standard color selection at any time. The above colors are close approximations of actual powder coating colors.
Contact the factory for details.

Standard Powder Coating Colors

Optional Metallics