

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: February 21, 2019
SUBJECT: Comments on Agenda Items, Meeting of February 26, 2019

A Workshop will be held at 6:00 p.m. to discuss the Brown Act. The session will be led by the City Attorney.

ITEM 7.A. The new student interns, along with the Teen Nutrition Council, will be introduced to the City Council. The student interns are David Carrillo (Facility Maintenance), Sophia Rocha (Public Safety Office), Alexandra Tapia (Parks and Recreation Office), Chance Gentry (Teen Center), Mariah MacMurphy (Teen Center – Dance Program), and Aranza Caballero (City Manager’s Office). The Teen Nutrition Council members are Pedro Rodriquez, Samantha Martinez, Brian Garcia, Elayssa Aquino, Sarah Dowiri, Dalylah Sandoval, Olga Garcia, and Yvette Rodriguez.

ITEM 7.B. The City Council will recognize the Duarte Emblem Club on the celebration of their 80th Anniversary.

ITEM 7.C. A presentation will be given by Southern California Gas Company representative Bob Cruz on a balanced energy approach. He will discuss the effects of consumers going “all electric” versus using natural gas as an option. In essence, consumers should have a choice.

ITEM 7.D. Staff will present the results of a recent FlashVote Survey pertaining to a possible sales tax measure. In addition, a presentation will be made on the potential components of a revenue measure, including timing, dollars generated, and education.

ITEM 7.E. The Public Safety Director will provide an update on public safety matters, including efforts to combat homelessness.

ITEM 11.G. (Consent). This is to award a contract to Martinez Landscape Company, Inc., in the amount of \$49,937.50 for bus stop enhancements. The scope of the work for the project includes the removal and replacement of concrete sidewalks, construction of new concrete sidewalks and concrete retaining curbs, relocation of bench and trash receptacle, adjustment of existing utility covers, removing and relocating signs, and all appurtenant work. Funding for the project will be through Foothill Transit Bus Stop Enhancement Program and Proposition A funds.

ITEM 11.H. (Consent). This is a resolution to consider supporting balanced energy solutions, along with maintaining local control of energy solutions. This resolution is being supported by the Southern California Gas Company.

ITEM 11.I. (Consent). A request has been made by Santa Teresita and the Hayden Child Care Center for the City to co-sponsor the Hayden 5K Run, Family Walk and Roll, and Family Festival, scheduled for Saturday, March 9, 2019. The Hayden 5K is an annual fundraiser for the Child Care Center, and is expected to draw over 1,000 attendees. All revenue generated by the event goes to enhance the programs and environment of the Hayden Child Care Center. Hayden Child Care Center has hosted the Hayden 5K Run, Family Walk and Roll, and Family Festival for several years, and the City Council has traditionally granted co-sponsorship.

ITEM 13. The 2018/19 mid-year budget report will be presented to the City Council. Along with receiving and filing of this report, the Council is being asked to approve all of the associated budget amendments.

Respectfully submitted,



Darrell J. George
City Manager

ETHICS AND TRANSPARENCY OVERVIEW



February 2019

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PUBLIC SERVICE ETHICS LAWS DEFINED

California's *ethics laws* are divided into four parts (Cal. Gov't Code § 53234(d)):

- Laws relating to *personal financial gain* by public officials (including bribery and conflict of interest laws);
- Laws relating to *office-holder perks*, including gifts and travel restrictions, personal and political use of public resources and prohibitions against gifts of public funds;
- Governmental *transparency laws*, including financial disclosure requirements and open government laws (the *Brown Act* and *Public Records Act*);
- Law relating to *fair processes*, including fair contracting requirements, common law bias requirements and due process.

OVERVIEW SESSION OBJECTIVES

Today's session will cover:

- Council-Manager Form of Government
- City Attorney Services and the Role of the City Attorney
- Ethics, Legal Issues and Transparency
- Brown Act
- Public Records Act

COUNCIL-MANAGER FORM OF GOVERNMENT

The council-manager form is the system used by the City of Duarte, as well as most other California cities. Under this form of government, the part-time City Council:

- acts as an entity and *not* as an individual
- requires a majority (4/7) vote to take action
- is responsible for legislative functions
- hires and supervises City Manager and City Attorney
- establishes policy
- establishes and manages the budget
- passes local ordinances and resolutions
- approves contracts
- voting appropriations
- develops an overall vision for the City

COUNCIL-MANAGER

FORM OF GOVERNMENT . . . CONTINUED

Also under this form of government, the full-time City Manager:

- carries out the laws and broad policy decisions of the City Council
- oversees the administrative tasks that allow the City to operate
- works closely with various City departments in managing policies, maintaining the City budget, and advising the City Council
- oversees personnel – is responsible for approving the hiring and firing of City employees and oversees staff
- is essentially the chief executive officer of the city government, supervising the city's employees and bureaucracy, while implementing and overseeing policies set by a city's mayor and city council.

ROLE OF THE CITY ATTORNEY

City Attorney advises the City Council, City Manager and Management Staff on legal matters impacting the City. City Attorney:

- serves at the pleasure of the City Council
- works *for* the City on a contract basis and is *not* a City employee (and is *not* an attorney for the residents of the City)
- works to address all legal issues
- provides guidance and advice on Brown Act, Conflict of Interest, and other legal matters pertaining to City business
- advises on meetings – ensures legality of proceedings
- drafts, reviews, and negotiates contracts and agreements, resolutions and ordinances, and other misc. documents

ETHICS, LEGAL ISSUES AND TRANSPARENCY

Personal *financial gain* by public servants:

- Laws prohibiting bribery (Cal. Penal Code § 68)
- Conflicts of interest under the Political Reform Act (Cal. Gov't Code §§ 87100, 87103)
- Contractual conflicts of interest (Cal. Gov't Code §§ 1090 and following)
- Conflicts of interest and campaign contributions (Cal. Gov't Code § 84308)
- Conflicts of interest when leaving office (Cal. Gov't Code §§ 87406.1, 87406.3, 87407)

ETHICS, LEGAL ISSUES AND TRANSPARENCY . . . CONTINUED

Types of interests covered:

- Source of income, loans, and gifts
- Real property interests
- Business interests
- Stocks, ownership of company
- Personal obligation of City Councilmember
(CA can only advise; not binding)
- FPPC Advice Letters

ETHICS, LEGAL ISSUES AND TRANSPARENCY . . . CONTINUED

Laws relating to *claiming perquisites of office*, including, but not limited to:

- Limitations on the receipt of gifts
(Cal. Gov't Code §§ 86203, 89503, 89506)
- Honoraria ban (Cal. Gov't Code § 89502)
- Misuse of public funds (Cal. Penal Code § 424; Cal. Gov't Code § 8314; Fair Political Practices Commission v. Suitt, 90 Cal. App. 3d 125 (1979); Stanson v. Mott, 17 Cal. 3d 206 (1976))
- Prohibitions against gifts of public funds (Cal. Const. art. XVI, § 6)
- Mass mailing restrictions (Cal. Gov't Code § 89001)
- Prohibitions against acceptance of free or discounted transportation by transportation companies (Cal. Const. art. XII, § 7)

ETHICS, LEGAL ISSUES AND TRANSPARENCY . . . CONTINUED

Government *transparency laws*, including, but not limited to:

- Economic interest disclosure under the Political Reform Act (Cal. Gov't Code §§ 87200 and following)
- Brown Act (Cal. Gov't Code §§ 54950 and following)
- Public Records Act (Cal. Gov't Code §§ 6250 and following)

DISQUALIFICATION

Disqualification:

Cannot participate in governmental decision if you receive financial value in excess of threshold from a single source

Income: \$500+ salary, contract payments, rents, interest, and royalties

Gifts: \$500+ (gift limit for 2019-2020; biennial adjustment)
tangible: (scotch)
intangible: (sporting tickets, use of condo, meals)

Property: \$2,000 Fair Market Value and within 500'

Manner of disqualification:

- Announce conflict
- Leave room or dais
- Do not discuss or participate in decision

DISCLOSURE

Reporting of economic interests that might be sources of conflicts:

Income \$500

Investments

Real Property \$2,000

Business Position

Gifts \$50

Timing of Disclosure:

- Assuming Office
- Annual (by April 1, or agency-established date)
- Leaving Office

Penalties:

- Invalidation of governmental action
- Misdemeanor criminal penalty

DISCLOSURE . . . CONTINUED

Government Code § 1090 – Contractual Conflict of Interest:

Prohibition against governmental officer or employee having financial interest in contracts made by officer or employee in official capacity, or a body on which he/she serves.

“Made:” vote on, participate in, support

Cannot enter into contract if § 1090 issue:

Example: Councilmember owning uniform store cannot enter into contract to furnish uniforms for City employees

Penalties: Contract void; must repay City; lose right to hold office; potential jail time.

COMMON LAW CONFLICT OF INTEREST

Councilmember should not participate if bias in favor or against project or issue.

Fundamental Fairness: if Councilmember cannot be fair, should not vote.

- Personal interest and outcome of decision

- Personal animosity against (or closeness to) applicant

- Preexisting opposition to proposal

Sources of Non-Financial Conflicts:

- Decision involves family members

- Decision involves someone disliked

- Political adversary or ally

- Religious or cultural affinity (or opposition)

MISCELLANEOUS FINANCIAL ETHICS

Campaign-Related Restrictions

GC § 3205: do not solicit contributions from City employees

GC § 3205.5: do not offer employees compensation raises in exchange for contributions

GC § 3204: do not offer employment, raises, in exchange for votes

GC § 89001: mass mailing: 200+/month Photo or Name

Constitutional Prohibition Against Free or Discounted Travel

Because of status of City Council member

Exception for public generally

MISCELLANEOUS FINANCIAL ETHICS . . .

CONTINUED

Reimbursement of Expenses

Must have City-adopted policy

Expenses must be “actual and necessary”

Expenses must be reasonable (coach air; conference hotels)

Must fill out expense reimbursement form; be supported by receipts

No spousal payments

Report on Meetings Attendance

Must provide “brief report” at “next regular meeting” if attended “at expense of the local agency” (e.g., City paid for ticket or meal, mileage reimbursement)

Appointments to External Bodies With Per Diem Compensation

OCFA, OCSD, OC Vector Control District, and CJPIA

Old FPPC: Conflict of Interest – could not participate

New Rule: Can vote on own appointment; website posting

BROWN ACT

General Principles:

Open meeting requirement: City business must be conducted in open, so public can see.

Agenda posting requirement: public has a right to know what will be covered at Council meeting.

Public comment: public has a right to provide input to Council on City to City business

- Open meeting requirement covers City Council, committees (exception for *ad hoc* City Council committees)
- “Meeting:” any group of a majority of the City Council - rule of four

BROWN ACT . . . CONTINUED

Meeting:

- “Any congregation of a majority of the members of a legislative body . . .
- at the same time and place . . .
- to hear, discuss, or deliberate upon . . .
- any item within the subject matter jurisdiction of the legislative body . . .”

Serial Meeting Prohibitions:

- use of direct communications, personal intermediaries, or technological devices
- employed by a majority of the members
- to develop a collective concurrence

Traps for the Unwary:

- Emails and texting
- Facebook, Twitter

BROWN ACT . . . CONTINUED

Exceptions to Meeting:

- Individual contacts
- Conferences open to the public
- Community meetings
- Other open and noticed meetings
- Social events

Majority may not “meet” outside an agency-convened meeting

- Meeting includes emails, serial discussions
- Legislative Body includes committees, commissions and boards
- Exceptions: Social events, conferences, etc.
- So long as majority does not discuss agency business

BROWN ACT . . . CONTINUED

Must be agendaized and announced

Only those subjects allowed by statute:

- Litigation
- Personnel
- Labor negotiations
- Real estate deals

Closed Sessions are confidential

BROWN ACT: PUBLIC PARTICIPATION REQUIREMENT/PENALTIES

- No governing body action on items not listed on posted agenda
(Limited exceptions)
- Public's right to be heard before or during body's consideration of an issue
- Public comment
(even negative feedback must be accepted as part of public service)

BROWN ACT: PUBLIC PARTICIPATION

- As already noted, the legislative body generally cannot act on or discuss an item not on the agenda.
- The Brown Act allows members of the legislative body, or its staff, to “*briefly respond*” to comments or questions from members of the public. GC 54954.2(a)(2).
- This means there should not be long or wide-ranging question and answer sessions on non-agenda items between the legislative body and the public, or between the legislative body and staff.

PUBLIC RECORDS ACT REQUEST

General principle: government documents belong to the people

Requirements

- Inspection of public records

- Copies of public records

- Requestor's motive is irrelevant

Exceptions

- Preliminary notes normally discarded

- Certain public safety – criminal investigation

- Attorney-client and other privileged documents

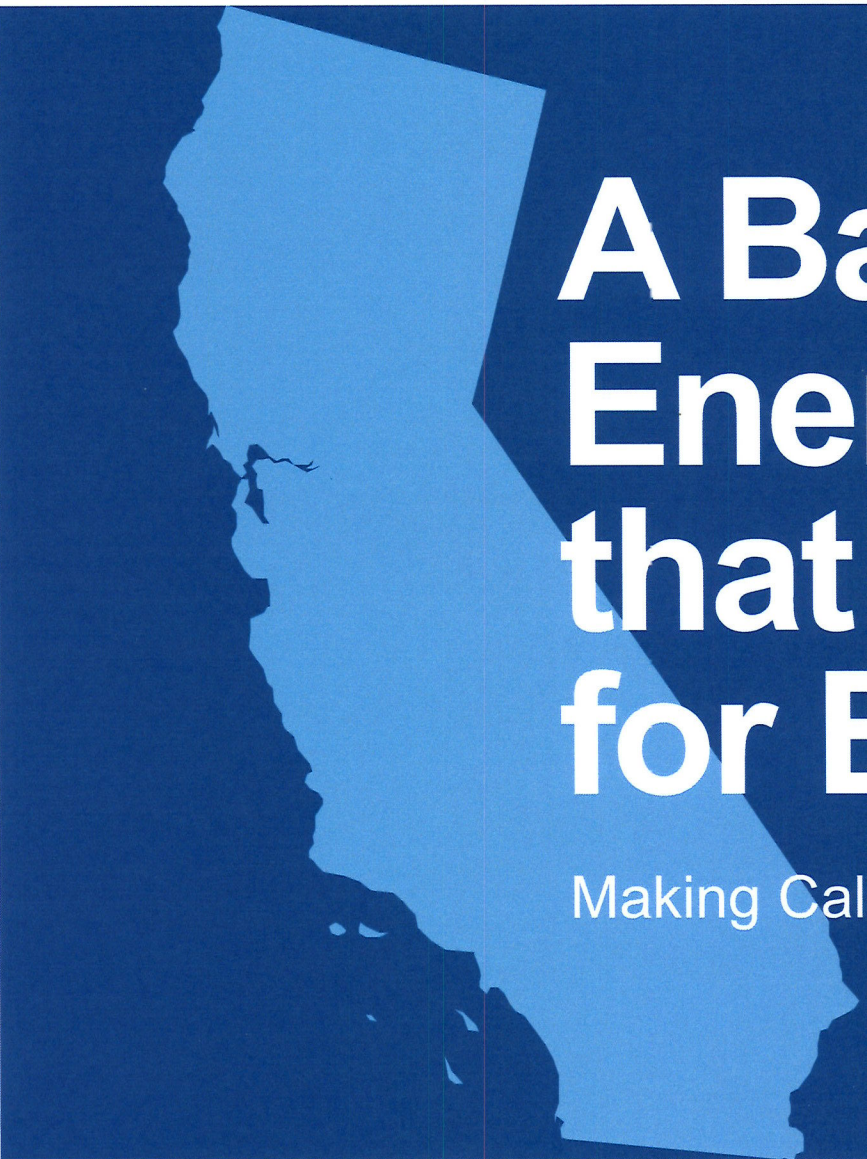
- Personnel files

Enforcement: injunction, attorney's fees

Main issues: personal emails, “harassing” requests

QUESTIONS?





A Balanced Energy Approach that Can Work for Everyone

Making California's future **renewable**

Duarte City Council | February 26, 2019

Electrification sounds like a simple solution, but the challenges are big and complex

Governing Law – SB32

By 2030, reduce
GHG emissions

40%

below 1990 levels

- Storage
- Reliability
- Cost

CLIMATE CHANGE IS
PERSONAL!!!

OUR FUTURE

Consumers want choice

<10%

of voters would choose
an all-electric home

2/3

of voters oppose
eliminating natural gas

80%

of voters oppose prohibiting
the use of gas appliances



Source: California Building Industries Association, *California Natural Gas Poll* - Consumer Survey of 3000 California Voters (January 2018)

Electrification

will further burden people

Costing the typical

California family:

\$7,200

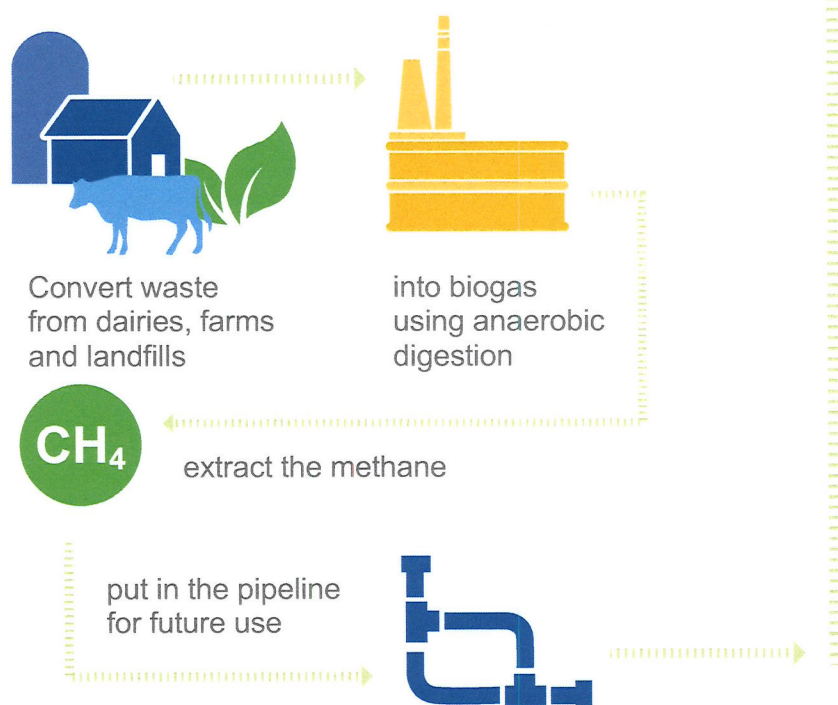
to retrofit
your home

\$388/yr

more in
energy bills

Source: Navigant Consulting, "The Cost of Residential Appliance
Electrification: Phase 1 Report – Existing Single-Family Homes", April 2018.

Renewable Natural Gas will help us reach our goals



Meet CA's 2030 GHG goals in the building sector by switching to

5% RNG



Achieve the same GHG reductions as overhauling 100% of CA's buildings to all electricity with

16% RNG



Using RNG

3x or more

cost effective than ANY electrification scenario

The point



You shouldn't have to choose between doing what's right for the environment and what your family can afford.

**And with a
balanced energy
approach, you
don't have to.**

Here's what you can do



Pay attention to
the issue and
learn more



Use SoCalGas
Public Affairs
team as a
resource



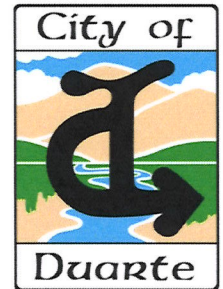
Consider the
full and real
implications to
your community
members



**Thank you to the
CITY OF DUARTE**



DUARTE FLASHVOTE **RESULTS**



Revenue Enhancements & City Spending Priorities

Duarte City Council Meeting
February 26, 2019

DUARTE FLASHVOTE STATISTICS

- 141 persons not related to topic took survey
- 68% Response Rate - Average 40 to 70%
- **Not designed to bias survey takers**
- **Designed to provide an initial snapshot of the Community on a given topic**
- Accuracy of Results; + or - 10%

SURVEY TAKE AWAYS.....

- **Good Overall Results**
- **Good Starting Point for a Fact Based/Info Campaign**
- **Majority think City is Going in Right Direction**
- **Informs Council Where Community Supports Additional Expenditures i.e. Homelessness, Business retention/attraction, More Sheriffs & Street Maintenance**
- **Majority (55%) would support a sales tax measure of ¼ cent or higher**

Results: Possible Sales Tax Increase and Uses

 Survey Info - This survey was sent on behalf of City of Duarte to the FlashVote community for Duarte, CA.

These FlashVote results are shared with local officials

Filter results by

Invited

Feedback

141

Total Participants

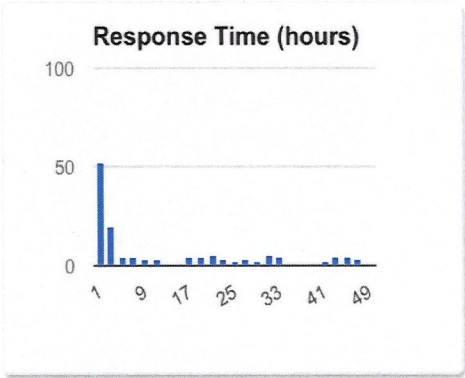
104 of 154 initially invited (68%)
37 others

Applied Filter:

Initially invited

Participants for filter:

141



Started:
Feb 13, 2019 1:36pm

Ended:
Feb 15, 2019 1:37pm

Target Participants:
All Duarte

Q1

The current sales tax rate in Duarte is 9.5% of which the City of Duarte gets 1%. The remaining 8.5% goes to Los Angeles County and the State of California

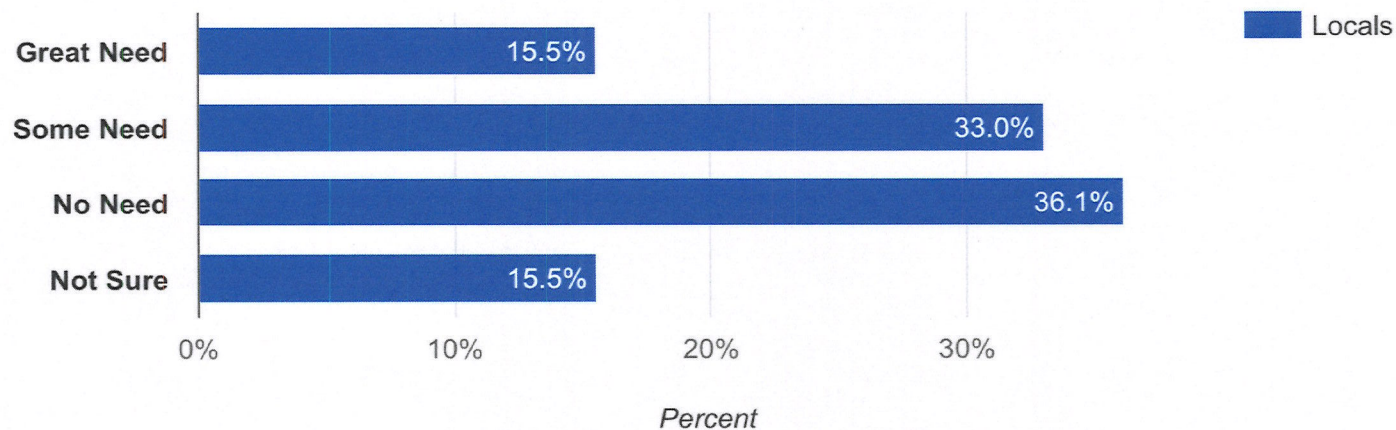
The City of Duarte's 1% sales tax revenue is about \$5.4 million, or about 32% of the annual \$17 million City budget. The City of Duarte is expecting flat tax revenues and increasing expenses for services in the years ahead.

Do you think the City of Duarte has a great need, some need, or no real need for additional funds to provide the level of City services that you, as a resident, need and want?

(97 responses by locals)

[Touch chart bars for details]

[Show table view](#)

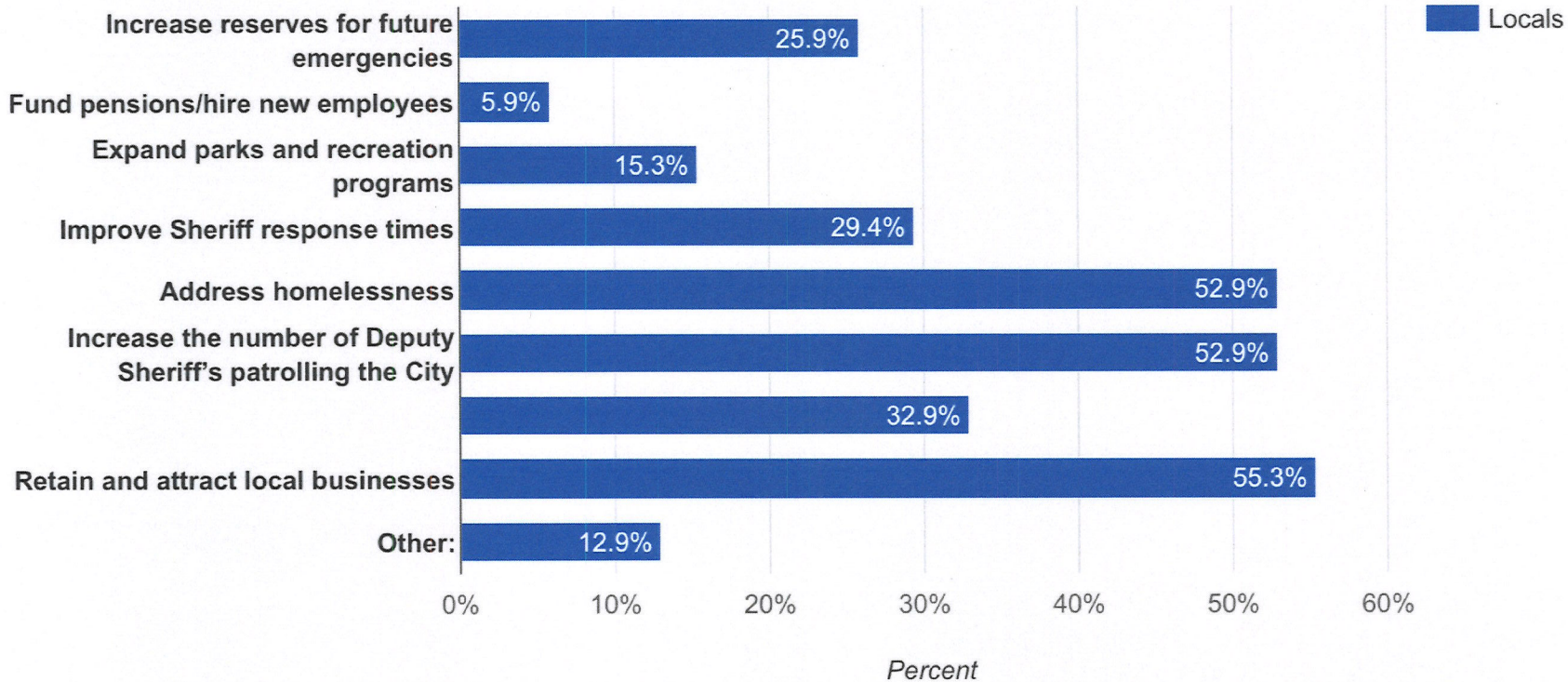


Q2 If the City of Duarte was able to increase revenues, which of the following, if any, do you think would be a good use of that money? (Choose all that apply)

(85 responses by locals)

[Touch chart bars for details]

[Show table view](#)

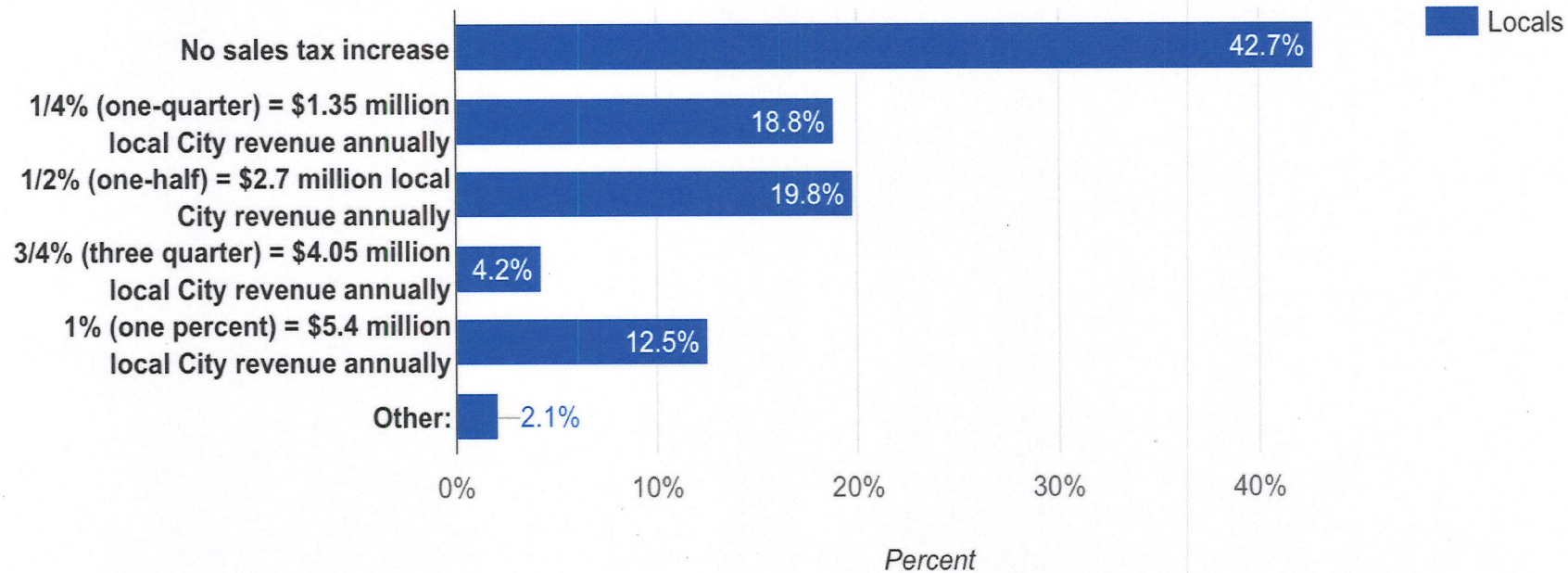


Q3 If a local sales tax increase could ensure that 100% of the money was used by the City of Duarte, which of the following % increases, would be your preference for such a sales tax increase?

(96 responses by locals)

[Touch chart bars for details]

[Show table view](#)

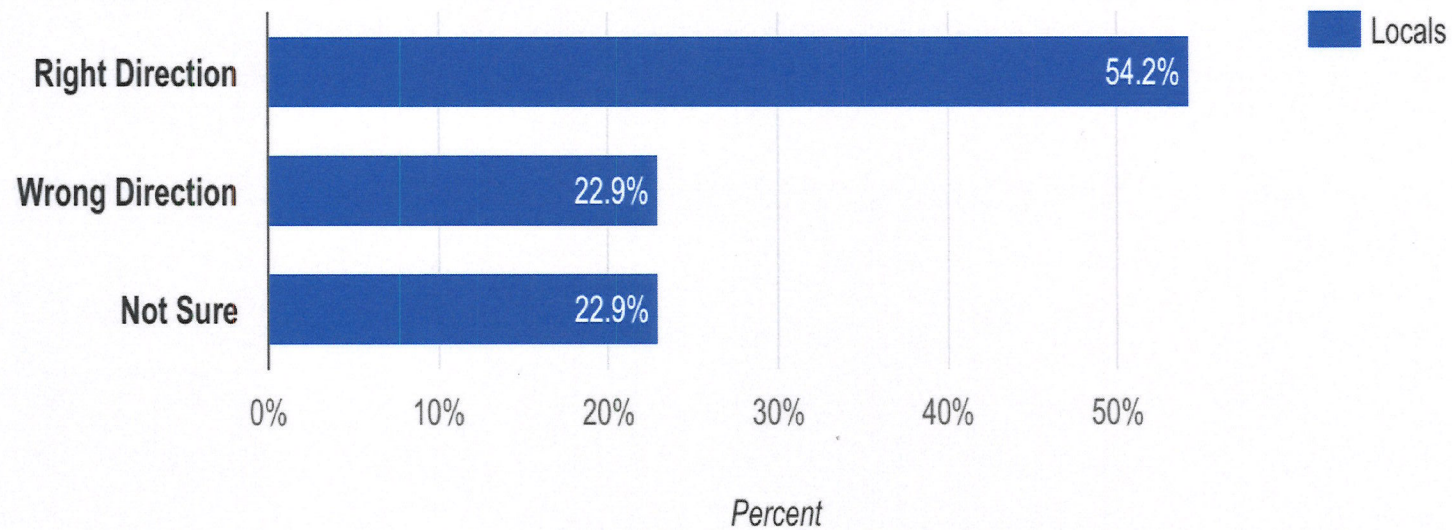


Q4 Would you say that the City of Duarte is generally headed in the right direction or do you feel that things are on the wrong track?

(96 responses by locals)

[Touch chart bars for details]

[Show table view](#)



Q5 Any other comments or suggestions about possible sales tax increases or uses in Duarte?
(42 responses by invited)



Feedback

Unfiltered responses

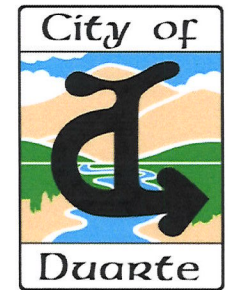
Show only first 5 responses

- Stop taxing us to death then waste it on stupid things like a statue or failed attempts to stop Vulcan Mining. 
- I would need to see what the city currently spends on services, employees, etc and what they see as areas that will require more revenue in the future before agreeing to any increase in sales tax 
- Not sure of the wisdom of having higher taxes than neighboring communities 
- I think the city does a very good job with costs to budget and finding creative ways to manage challenges as they arise. I would 





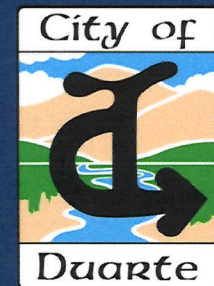
QUESTIONS?



PROPOSED DUARTE SALES TAX **MEASURE**

The Case for Keeping Sales Tax Revenues Local

Duarte City Council Meeting
February 26, 2019



SALES TAX AT A GLANCE

- Base Statewide sales tax rate is 7.25%/Maximum State rate is 10.25%
- Duarte & LA County sales tax rate is 9.5%
- **HIGHEST** Countywide Sales Tax in California

LA COUNTY CITY SALES TAX RATES

Sales Tax Rate	Number of Cities	City Listing
10.25%	19	Compton, Hawthorne, Huntington Park, Long Beach, Lynwood, Pico Rivera, Santa Monica, South Gate, Burbank, Covina, Cudahy, Culver City, Glendale, Lawndale, Pasadena, Pomona, Santa Fe Springs, Huntington Park, El Segundo
10%	9	Avalon, Commerce, Culver City, Downey, El Monte, Inglewood, San Fernando, South El Monte, La Puente
9.5%	60	All other remaining cities, including Duarte

WHY DISCUSS THIS NOW?



LA COUNTY IS PROPOSING MORE SALES TAX INCREASE MEASURES...

- AQMD Sales Tax measure, 2020
- Homeless Sales Tax increase, likely in 2020 or 2022
- Other possible sales tax measures that have not been revealed

PSN



NEWS ENVIRONMENT

AQMD considers seeking a one-half cent sales tax in four counties for clean-air programs

Agency needs legislative approval



LA COUNTY SALES TAX FACTS

- Since 2008, Duarte voters have consistently voted to approve **every** tax measure put forward by LA County
- 75% of counties in California have a combined state/district sales tax amount higher than 7.25%
- Maximum additional local sales tax that can be added by Duarte is 0.75%

La LA COUNTY SALES TAX MEASURE HISTORY

Measure Name	Description	Year	Pass/Fail
Measure R: Sales Tax	½ cent sales tax for transportation	2008	Pass (68%)
Measure J: Sales Tax for Transportation	½ cent sales tax for transportation	2012	Fail (34%)
Measure H: Hotel Tax	Increase hotel tax from 10% to 12%	2012	Pass (61%)
Measure L: Landfill Tax	10% landfill tax on landfill operators	2012	Pass (63%)
Measure P: Parks / Recreation Parcel Tax	\$23 per parcel tax (30 years)	2014	Fail (63%)
Measure A: Parks & Open Space	Parcel tax of 1.5 cents / sq. ft.	2016	Pass (75%)
Measure M: Sales Tax for Transportation	½ cent sales tax for transportation and indefinite extension on Measure R ½ cent sales tax	2016	Pass (71%)
Measure H: Sales Tax for Homeless Services	¼ cent sales tax for homeless services & prevention (10 years)	2017	Pass (69%)
Measure W: Floor Control District Parcel Tax	Parcel tax of 2.5 cents / sq. ft. of impermeable space	2018	Pass (68%)

Measures that failed on first attempt but were subsequently passed in future elections

COUNTY SALES TAX IMPACT ON DUARTE

When LA County puts forth a sales tax measure, Duarte voters approve it and get back around .11 Cents for every \$1.00 contributed

City of Duarte Sales Tax Analysis (FY 2017-18)			
Agency Levying the Sales Tax	Sales Tax Amount Collected	Sales Tax Amount Returned	% On Average Returned
LA County Tax	\$11,747,250	\$1,275,775	10.86%

HOW DUARTE VOTED.....

Measure Name	Year	LA County Vote Result	Duarte Vote Result
Measure R: Sales Tax	2008	Pass (68%)	Pass 64%
Measure J: Sales Tax for Transportation	2012	Fail (34%)	Pass 64%
Measure H: Hotel Tax	2012	Pass (61%)	Pass 58%
Measure L: Landfill Tax	2012	Pass (63%)	Pass 59%
Measure P: Parks / Recreation Parcel Tax	2014	Fail (63%)	Pass 64%
Measure A: Parks & Open Space	2016	Pass (75%)	Pass 72%
Measure M: Sales Tax for Transportation	2016	Pass(71%)	Pass 69%
Measure H: Sales Tax for Homeless Services	2017	Pass (69%)	Pass 62%
Measure W: Flood Control District Parcel Tax	2018	Pass (68%)	Pass 64%

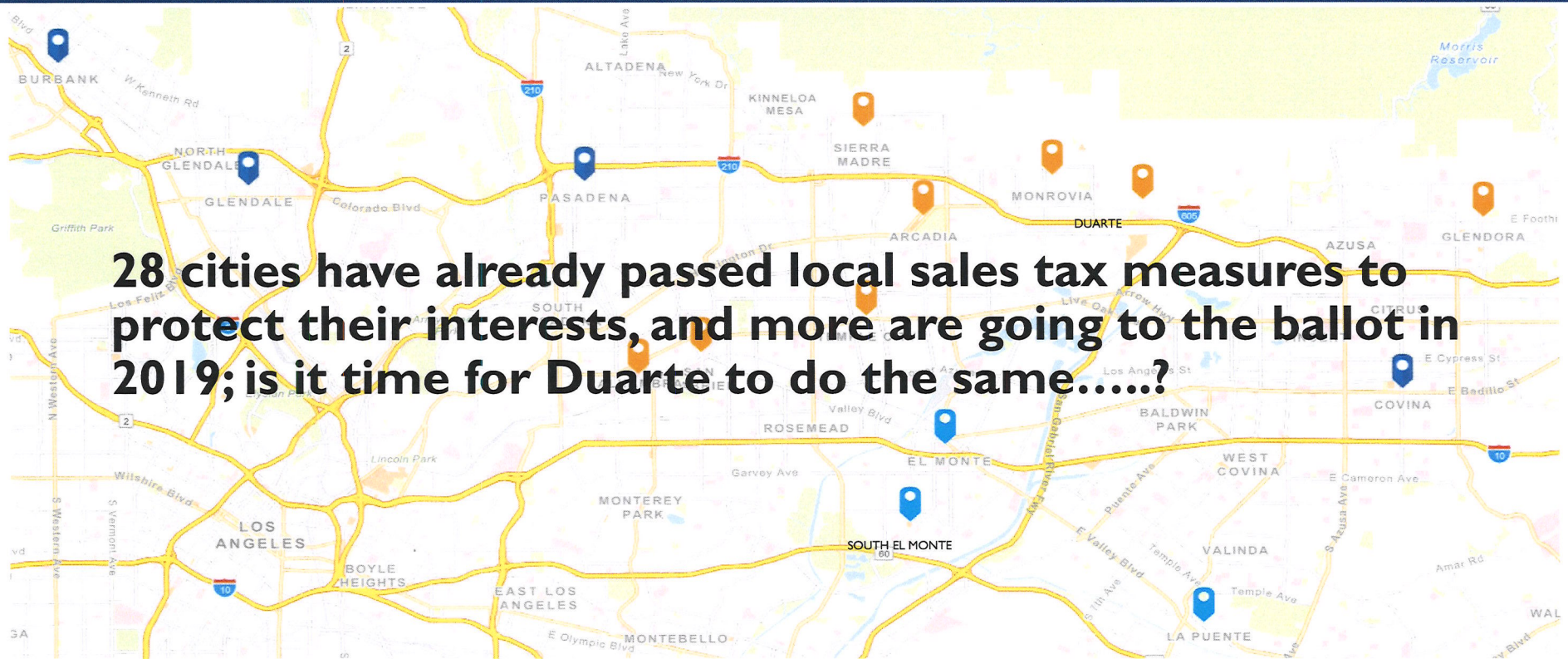
CASE STUDY: MEASURE H

LA COUNTY 0.25% SALES TAX FOR HOMELESSNESS

- In 2017, LA County Voters approved Measure H by a 69.3% vote
- Measure H raises an estimated \$355 million/year
- **Duarte contributes around \$1.35 million/year** towards Measure H
- **Duarte has received a total of \$30,000;** about 2.3% of what it has paid into Measure H (Note: \$\$\$ are ONLY Available via Competitive Grants.)
- **Maximum Sales Tax Rate cities (Santa Monica, Long Beach)** have not paid into Measure H, yet receive still financial support

QUESTION TODAY.....

28 cities have already passed local sales tax measures to protect their interests, and more are going to the ballot in 2019; is it time for Duarte to do the same.....?



WHY WOULD DUARTE WANT TO PASS A SALES TAX MEASURE?

- Sales Tax is paid by ALL Consumers who Shop in Duarte, not just Residents
- Based on LA County's successful sales tax measure passage history, THEY will increase the Countywide sales tax again
- Residents Deserve to Decide if they want to Keep the Remaining Sales Taxes Dollars in Duarte (Approx. \$2.5 million)
- 11 Cities Passed Local Sales Tax Measures in November, 2018

WHAT COULD DUARTE GAIN FROM PASSING A LOCAL SALES TAX MEASURE?

APPROXIMATELY \$2.5 MILLION PER YEAR *

POTENTIAL DUARTE PROJECTS

Increase Business Attraction/Retention	Improve City Streets
Upgrade City Parks/Restrooms	Address Homelessness
Launch Smart City Initiatives	Expand Mobility Options
Expand Green Sustainability Initiatives	Increase Economic Development
Stormwater Capture Projects	Maintain Public Safety Services

*Based on a $\frac{3}{4}$ cent sales tax increase less 38% Note: Add-On taxes calculated differently.

NEXT STEPS...

- Council directs Staff to pursue a Local Sales Tax Revenue Measure
- Council creates a Council subcommittee to work on Measure
- Staff engages consultants to conduct fiscal analysis, surveying & outreach to Community
- Staff/consultants gather input from Community on how to spend/save revenues generated by a Sales Tax Measure
- Council approves adding a Sales Tax Measure to March 2020 ballot by November 2019 (Note: No need to declare fiscal emergency)

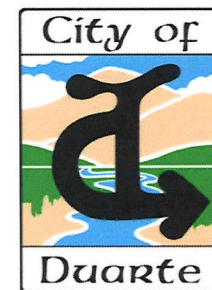
Ballot Measure Cost

- Fiscal Analysis \$10,000
- Fact Based Community Education Campaign Development \$40,000
- Conduct Community Survey & Opinion Leader Interviews \$20,000
- Special Election Costs (LA County Registrar Recorder) \$20,000
- Printing, mailing costs \$10,000

TOTAL

\$100,000

QUESTIONS?



MINUTES
CITY COUNCIL OF THE CITY OF DUARTE
SPECIAL MEETING – FEBRUARY 7, 2019

CALL TO ORDER	The City Council of the City of Duarte met in a special meeting in the Duarte City Council Chambers Lounge, 1600 Huntington Drive, Duarte, California. Mayor Paras-Caracci called the meeting to order at 4:07 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Finlay, Kang (arrived during Closed Session), Nunez, Reilly, Urias, Paras-Caracci ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager Darrell George, City Attorney David Cosgrove
ADOPTION OF AGENDA	Finlay moved, Nunez seconded to adopt the Agenda, and carried unanimously by the members who were present.
CLOSED SESSION (Pending Litigation)	There was no Public Input. The Closed Session was held pursuant to Government Code Section 54956.9 (a): <i>Cities of Duarte et al v. State Water Resources Control Board et al</i> , Orange County Superior Court Case No. 30-2016-00833614-CU-WM-CJC and Related Case <i>City of Gardena v. Regional Water Quality Control Board—Los Angeles Region, et al</i> , Orange County Superior Court Case No. 30-00833722-CU-WM-CJC. The Closed Session concluded at 5:12 p.m.
PUBLIC REPORT OF CLOSED SESSION	Cosgrove reported that the above item was discussed in Closed Session, with no reportable action taken.
ADJOURNMENT	The meeting was adjourned at 5:14 p.m. to the Regular City Council Meeting, February 12, 2019.

Mayor Tzeitel Paras-Caracci

ATTEST:

City Clerk

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 12, 2019

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 Paras-Caracci called the meeting to order at 5:12 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Kang (arrived during Workshop), Nunez, Reilly, Urias, Paras-Caracci ABSENT: Finlay ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Cosgrove
ADOPTION OF AGENDA	Reilly moved, Urias seconded to adopt the Agenda, and carried unanimously by the members who were present.
WORKSHOP 2018/19 Mid-Year Budget	A Workshop was conducted to receive input and to provide information about the 2018/19 mid-year budget and the proposed amendments. Kristen Petersen presented the mid-year budget in detail, and answered questions from City Councilmembers. The Workshop concluded at 6:38 p.m. City Council reconvened at 7:06 p.m., with six members present, and Finlay absent.
PLEDGE TO THE FLAG	Fire Chief Inman led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	Urias provided a moment of reflection.
FITNESS/MENTAL WARM-UP	Kang and Fasana provided the warm-up.
SPECIAL ITEMS Mayor's Youth Council update	The scheduled Mayor's Youth Council update was not presented.
Presentation – Annual Employee Service Awards	Kristen Petersen presented a PowerPoint report about the City employees, Commissioners, and Councilmembers who were recognized at the recent annual service awards event. Mayor Paras-Caracci presented Certificates to the award recipients in appreciation of their years of service.
Introduction – Jeremy Pascua City Council Aide	George introduced Jeremy Pascua, the City's new City Council Aide. City Council welcomed Jeremy Pascua to the City. Mr. Pascua stated he looks forward to working with City Council.
Presentation – Duarte Road Gold Line related traffic signal update, and Metro Intersection Safety	Marty Amundson, L.A. County Public Works, presented detailed information about vehicle and pedestrian movements and all train track movements at the Duarte Road/Mountain Avenue signal and the Duarte Road/Buena Vista signal, and answered ques-

tions from Councilmembers pertaining to balancing wait time for northbound traffic, upgrading of software, and timeline for smart technology.

Lillian DeLoza-Gutierrez, Metro, introduced Edna Stanley from the Gold Line, who presented details about the Mountain/Buena Vista grade crossings and operations at the Monrovia rail yard, and answered questions from Councilmembers pertaining to malfunction of arms, intersection failure, and standard procedures.

Steve Hernandez discussed traffic on westbound Duarte Road when railroad arms are down, Mountain Avenue when cars leave/enter the yard, and Buena Vista when the train is stopped.

Chris Frye stated she is concerned when first responders are waiting at the signal, and inquired if they can communicate with conductors to let an ambulance through.

Brian Villalobos provided information about the decrease in L.A. County Sheriff response times since the Gold Line went in, and noted emergency vehicles are able to come from any direction.

Fasana requested information be provided when software updates are made to the traffic signal near the Duarte Road Gold Line.

Presentation – Royal Oaks traffic signal update

Amanda Hamilton, Public Works Manager, presented an update about the Royal Oaks traffic signal, including studies, design, pedestrian safety, traffic circulation, delays, modified timing, next steps, and design modification phase.

There was discussion about completion time, phasing of improvements, traffic backing up, sensors, flashing light, left-turn arrow, and after school traffic.

Anil Gunaratne suggested the possibility of two lanes for eastbound traffic.

William Courtice stated when eastbound traffic is stopped in front of his house, he cannot get out of the driveway.

Mrs. Courtice stated traffic is backed up in the mornings and afternoons, it starts at Buena Vista, and stated when school is not in session, the signal is not needed.

Levon Yotnakhparian stated the timing for the green light at Mt. Olive is too short, as not many cars can go through when it turns green.

Lino Paras stated a deputy there would be psychological, and suggested a two-way lane, metal barrier, and red curb.

Phil Montanez stated he is the crossing guard at Royal Oaks, and the objective of safety for the school children has improved. Deputy MacLean, School Resource Deputy, stated the school is

focusing on making the parking lot more efficient, part of the planter will be removed, release times have been adjusted, and it has been safer for the crossing guard and the students.

There was further discussion about traffic after school, left-turn arrow, phasing in of improvements, and additional eastbound green time during non-school hours.

Paras-Caracci requested that City Council and the community be informed when updates occur to the Royal Oaks traffic signal.

ANNOUNCEMENTS

Tina Heany, Duarte Chamber, announced upcoming Chamber events, luncheons, and seminars from February through May.

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

Karen Herrera announced upcoming community events, meetings, programs, and workshops from February through April.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.
Steve Hernandez – Signals at City of Hope and Euclid.

CONSENT CALENDAR

Fasana moved, Urias seconded to approve the Consent Calendar as follows, and carried unanimously by the members who were present.

Approve Items A, B, C, D, E, F, G.

Item D – ORDINANCE NO. 889 Construction/Demo Waste

Council Bill 19-O-01 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, REPEALING AND REPLACING CHAPTER 6.10 OF THE DUARTE MUNICIPAL CODE (MCA 18-04) REGARDING DIVERSION OF CONSTRUCTION AND DEMOLITION WASTE (Second Reading)

Item E – ORDINANCE NO. 890 Wastewater Treatment Systems

Council Bill 19-O-02 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 18-03 WHICH WOULD ADD CHAPTER 6.13 "ONSITE WASTEWATER TREATMENT SYSTEMS" IN ITS ENTIRETY, TO TITLE 6 "HEALTH AND SANITATION" OF THE DUARTE MUNICIPAL CODE, ADOPTING BY REFERENCE COUNTY OF LOS ANGELES ORDINANCE NO. 2018-0037, RELATING TO PUBLIC HEALTH MONITORING AND ENFORCEMENT OF ONSITE WASTEWATER TREATMENT SYSTEMS (Second Reading)

RESOLUTION

Council Bill 19-R-01

Post-Employment Benefits Trust

Paras-Caracci read by title Council Bill 19-R-01:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING THE ADOPTION OF THE PUBLIC AGENCIES POST-EMPLOYMENT BENEFITS TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)

Kristen Petersen presented the staff report about the proposed resolution. There was discussion about the success of the program, and escalation rates if not pre-funded.

RESOLUTION NO. 19-01

Fasana moved, Urias seconded to adopt Resolution No. 19-01, and carried unanimously by the members who were present.

ITEMS FROM CITY COUNCIL/ CITY MANAGER

GEORGE: Stated during the Council Workshop, an adjustment to the Agenda was discussed pertaining to Items from City Councilmembers, that new formatted item will be included on the next Agenda, and provided information for Arlene Miller's services.

FASANA: Attended Duarte High School Culinary Arts ribbon cutting, attended Black History recognition event presented by the Duarte Historical Society, asked that future Agenda items include televising workshops and a policy about saving or removing trees, asked if the City Attorney can review fireworks reports for the last five years to determine if sales tax rates were correctly calculated, and thanked staff for getting the word out about the street closure due to the recent accident in Irwindale.

NUNEZ: Attended three-day League Conference which was insightful and helpful, and visited Lario Park when it was offering showers and clothing for the homeless.

URIAS: Attended Groundhog Shadow Day event, met with Cal-Am Water and Carpenters Union, visited Lario Park showers, and stated there is some graffiti and instructions are missing on some of the fitness equipment at Aloysia Moore Park.

KANG: Asked for a status report about the Irwindale traffic accident (Villalobos responded), visited Fresno water treatment facility, inquired about the City's infrastructure for water pipes and water quality standards, and discussed showers at Lario Park.

REILLY: Attended San Gabriel Mountains Community Collaborative meeting where the San Gabriel monument plan was discussed, attended Duarte High School ribbon cutting for the Culinary Arts event and Duarte Chronicles at the museum, used a 3-D printer at the library, and attended legislative breakfast with Assemblymember Rubio and Homeless Initiative Conference in Los Angeles.

PARAS-CARACCI: Attended school safety events at Duarte High School and Royal Oaks Academy, Groundhog Job Shadow Day event, McDonald's grand re-opening, Black History Month event at the museum, and installation of officers at the Dagupan City event, visited Lario Park showers and Burrtec's material recovery facility, stated the Duarte Emblem Club is celebrating 80 years this year and asked that it be recognized at the next meeting, and stated the Duarte Woman's Club is celebrating 60

years next month, and asked that it be recognized.

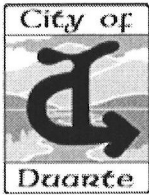
ADJOURNMENT

The meeting was adjourned at 10:10 p.m. in memory of Arlene Miller and Elvira Munoz.

Mayor Tzeitel Paras-Caracci

ATTEST:

City Clerk



City of Duarte

Council Warrant Register by Account By Fund

Payment Dates 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7642	ROTARY CLUB OF DUARTE	Finlay Dues 1/2019 - 3/2019	211974		110.00
100-1005-7646	U.S. BANK	Tzeitel Paras-Caracci NAACP Event 1/15/19	163		20.00
100-1005-7980	U.S. BANK	Becky Evans Arrangement (Botanica Florist)	161		54.75
100-1010-7003	GOVERNMENT STAFFING SERVICES	Part Time Receptionist 2/4/19 - 2/14/19	211950		1,710.00
100-1010-7610	U.S. BANK	Darrell/Kristen/Manuel Lunch Mtg 1/7/19 (Cabreras)	163		65.97
100-1010-7610	U.S. BANK	Darrell George Meeting w/Oliver Chi (Coffee Bean)	163		4.98
100-1010-7610	U.S. BANK	Darrell George NAACP Event 1/15/19	163		40.00
100-1010-7610	U.S. BANK	Karen Herrera NAACP Event 1/15/19	163		40.00
100-1010-7610	U.S. BANK	Darrell George Meeting 1/7/19 (Oak Tree Inn)	163		100.80
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	211979		216.05
100-1010-7650	CITY OF MONROVIA	Fuel-City Manager 12/2018	211963		187.64
100-1010-7650	SHELL	Fuel-City Manager 1/2019	211919		51.00
100-1010-7651	CESAR GARCIA	Actual Candidate Statement Printing	211910		-224.07
100-1010-7651	DAVID VAN DE WETERING	Actual Candidate Statement Printing	211921		-112.15
100-1010-7651	DUARTE PETTY CASH	E Sanchez Candidate Stmt Print Cost-Citation Pmt	211902		-224.07
100-1010-7670	SAN GABRIEL VALLEY NEWSPAPERS	Legal Advertising 1/2019	211975		1,420.00
100-1010-7965	BECKER BOARDS SMALL LLC	210/605 Fwy Billboard Ads 1/21/19 - 2/17/19	211928		1,500.00
100-1010-7980	U.S. BANK	Council Closed Session Snacks (Costco)	163		15.87
100-1010-7980	U.S. BANK	Darrell George Mtg w/Cynthia Kootz (Maxs Cuisine)	163		29.89
100-1010-7980	U.S. BANK	Closed Session Food 1/8/19 (Smart & Final)	161		28.37
100-1010-7980	U.S. BANK	Workshop for Revenue Measure 1/22/19	161		179.58
100-1010-7980	U.S. BANK	Closed Session Food 1/8/19 (Villa Italia)	161		207.14
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Smart & Final)	161		7.98
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Smart & Final)	161		68.60
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Vons)	161		400.35
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Smart & Final)	161		231.36
100-1020-7711	U.S. BANK	Annual Awards Dinner Batteries 1/11/19 (Amazon)	161		31.95
100-1020-7711	U.S. BANK	Annual Awards Party 1/11/19 (Nothing Bundt Cakes)	161		200.00
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Smart & Final)	161		114.69
100-1020-7711	U.S. BANK	Annual Awards Dinner Decor/Raffle (Trader Joe's)	161		143.70
100-1020-7711	U.S. BANK	Annual Awards Dinner Candles (HomeGoods)	161		33.89
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Costco)	161		234.22
100-1020-7711	U.S. BANK	Annual Awards Dinner Food (Smart & Final)	161		335.90
100-1020-7711	U.S. BANK	Annual Awards Dinner Decor/Raffle (Trader Joe's)	161		155.91
100-1020-7712	U.S. BANK	Hootsuite 2/2/19 - 3/1/19	163		14.99
100-1020-7712	U.S. BANK	Facebook Ads	163		9.00
100-1020-7716	LYNCH SIGN CO	State of the City Banners	211956		180.68
100-1020-7720	DUARTE PUBLIC ACCESS INC	2nd Half of FY19 Agreement	211944		13,802.50
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		115.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud	161		34.99
100-1020-7980	U.S. BANK	Council Picture Frames (Michaels)	165		954.29
100-1205-7610	U.S. BANK	Aida Torres NAACP Event 1/15/19	163		20.00
100-1205-7612	ROTARY CLUB OF DUARTE	Villalobos Dues 1/2019 - 3/2019	211974		230.00
100-1205-7614	STAPLES ADVANTAGE	Office Supplies/Printer Toner	211979		251.17
100-1205-7615	U.S. BANK	CPR/FA/AED Training (ARC Services)	165		990.00
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 12/2018	211963		646.08
100-1205-7650	MOUNTAIN VIEW TIRE & SERVICE I	Veh 25 Tires	211964		732.00
100-1205-7650	MOUNTAIN VIEW TIRE & SERVICE I	Veh 24 New Tire	211964		193.32
100-1205-7760	U.S. BANK	Homeless Count Snacks (Costco)	163	201826-Homeless Outreach	28.87
100-1205-7760	U.S. BANK	Homeless Count Lunch 1/22/19 (Tropicana Mkt)	163	201826-Homeless Outreach	234.95
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS AN	Citation Tax Revenue 1/2019	211982		11,670.00
100-1205-7762	CALE AMERICA	WTP Fees 1/2019	211934		272.80
100-1205-7779	AIDA TORRES	DART Meeting Ice Breaker	211985		4.74

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1205-7779	U.S. BANK	DART Trip Dinner 1/15/19 (Chipotle)	162		109.88
100-1205-7779	U.S. BANK	Youth Trip Food 1/6/19 (SMG Citizens Business)	162		127.25
100-1205-7779	U.S. BANK	Youth Trip 12/27/18 (Pasadena Ice Skating Ctr)	162	201914-Youth Programs-Cal VIP	255.00
100-1205-7779	U.S. BANK	Youth Ice Skating Trip Parking 1/3/19	162		22.50
100-1205-7779	U.S. BANK	A Team Youth Trip 1/4/19 (Pasadena Ice Skating)	162	201914-Youth Programs-Cal VIP	297.00
100-1205-7779	U.S. BANK	Youth Santa Cruz Spring Break Trip (Airbnb)	162		1,456.41
100-1205-7779	U.S. BANK	A Team Youth Trip 1/3/19 (Pasadena Ice Skating)	162	201914-Youth Programs-Cal VIP	351.00
100-1205-7779	U.S. BANK	Youth Santa Cruz Spring Break Trip (Airbnb)	162		120.00
100-1205-7779	U.S. BANK	DART Hiking Trip Lunch 1/2/19 (Subway)	162		26.25
100-1205-7779	U.S. BANK	Youth Ice Skating Trip Parking 12/27/18	162		7.50
100-1205-7779	U.S. BANK	Youth Ice Skating Trip Parking 1/4/19	162		36.00
100-1205-7779	U.S. BANK	Youth Program Trip 1/22/19 (Museum of Tolerance)	162	201914-Youth Programs-Cal VIP	350.00
100-1205-7779	AIDA TORRES	Museum of Tolerance Lunch/Parking	211985		102.25
100-1205-7779	AIDA TORRES	Pasadena Ice Skating Youth Trip	211985	201914-Youth Programs-Cal VIP	90.00
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 1/2019	211941		316.80
100-1205-7784	LOS ANGELES COUNTY SHERIFF'S D	Prisoner Maintenance 12/2018	211955		162.29
100-1205-7887	STAPLES ADVANTAGE	(11) Chairs (Public Safety)	211979		629.61
100-1205-7980	U.S. BANK	Water-Tobacco Control Consumables (Target)	162	201904-Other Exp-Tobacco Grant	25.20
100-1205-7980	U.S. BANK	Tobacco Youth Ed Dinner 1/3/19 (Blaze Pizza)	162	201904-Other Exp-Tobacco Grant	150.62
100-1205-7980	U.S. BANK	Computer Memory-Tobacco Education (Dell)	162	201904-Other Exp-Tobacco Grant	456.62
100-1205-7980	U.S. BANK	Groceries For Homeless Drive-Tobacco (S&F)	162	201904-Other Exp-Tobacco Grant	86.10
100-1205-7980	U.S. BANK	Tobacco Products (7-Eleven)	162	201904-Other Exp-Tobacco Grant	29.01
100-1205-7980	U.S. BANK	LASD Breakfast w/Council (Corner Bakery)	162		263.65
100-1205-7980	U.S. BANK	Tobacco Cntrl Youth Program Lunch (Tropicana Mkt)	162	201904-Other Exp-Tobacco Grant	54.99
100-1205-7980	U.S. BANK	Adobe Subscription-Tobacco Education Social Media	162	201904-Other Exp-Tobacco Grant	39.99
100-1205-7980	U.S. BANK	Tobacco Control Promotional Buttons (Curo)	162	201904-Other Exp-Tobacco Grant	542.21
100-1205-7980	U.S. BANK	Tobacco Control YOUTH Program Lunch (In-N-Out)	162	201904-Other Exp-Tobacco Grant	151.82
100-1205-7980	U.S. BANK	Tobacco Youth Ed Dinner 1/4/19 (Blaze Pizza)	162	201904-Other Exp-Tobacco Grant	188.12
100-1205-7980	U.S. BANK	Youth Intern Lunch 1/15/19 (Hong Kong Express)	162		11.69
100-1205-7980	U.S. BANK	EOC Staff Hotel 1/15/19 (Oak Tree Inn)	163	201917-Flood Emergency-Other	100.80
100-1205-8100	VIGILANT SOLUTIONS LLC	Installation of ALPR Cameras (Mt Olive/Gardi)	211986		4,612.50
100-1405-7610	U.S. BANK	Amanda Hamilton 2019 Public Works Institute	164		575.00
100-1405-7612	U.S. BANK	Daily Bulletin On-line Subscription (December)	164		11.07
100-1405-7612	U.S. BANK	Daily Bulletin On-line Subscription (January)	164		11.07
100-1405-7613	U.S. BANK	Hightail Large Data Format Subscription	164		15.99
100-1405-7613	MONROVIA REPRODUCTION	City Council District Maps	211962		6.57
100-1405-7614	U.S. BANK	Cmty Development Laptop Case (Amazon)	164		17.73
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 12/2018	211963		101.87
100-1405-7690	U.S. BANK	Tina Heany 2019 Planning Comm Academy	164		575.00
100-1405-7690	U.S. BANK	Paula Watson-Gardner 2019 Planning Comm Academy	164		575.00
100-1405-7800	U.S. BANK	Building Plan Storage B110 1/14/19 - 2/1/19	164		146.55
100-1405-7800	CHARLES ABBOTT ASSOCIATES INC	Building & Safety Services 1/2019	211938		50,820.14
100-1405-7802	RKA CONSULTING GROUP	TMDL Requirements for Regional Board	211969		825.00
100-1405-7965	PARCEL QUEST	GIS Software Upgrade	211966	201935-Prof Svcs-GIS Upgrade	6,500.00
100-1405-7965	BUCKNAM INFRASTRUCTURE GROUP IN	GIS System Upgrade	211930	201935-Prof Svcs-GIS Upgrade	2,059.85
100-1405-7980	U.S. BANK	ArcGIS Software 3/22/19 - 3/21/20	164		1,500.00
100-1410-7614	U.S. BANK	Field Svcs Galaxy Tablet Cover (Amazon)	164		22.79
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 12/2018	211963		794.98
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 1/2/19	211981		145.00
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 1/23/19	211981		145.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		2,130.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	211916		76.92
100-1605-7610	U.S. BANK	Marilyn Mays NAACP Event 1/15/19	163		20.00
100-1605-7610	U.S. BANK	Manuel Enriquez CPRS Conference Registration 3/19	165		490.00
100-1605-7612	U.S. BANK	Manuel Enriquez CPRS Membership	165		145.00
100-1605-7614	U.S. BANK	2019 Planner Passion Planner	165		39.86
100-1605-7614	STAPLES ADVANTAGE	Wall File	211979		35.15
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	211979		14.69
100-1605-7614	STAPLES ADVANTAGE	Tacky Tape	211979		15.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	211979		58.88

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	211979		67.44
100-1605-7636	J & J SPORTS & TROPHIES	Staff Sweatshirts	211953		694.23
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 12/2018	211963		42.69
100-1605-7693	CABRERA'S DUARTE	TC/MYC Dinner	211932		239.62
100-1605-7728	DUARTE RECREATION PETTY CASH	AmeriCorps Books for Little Library	211945	201909- Duarte's Promise - America's Pro	44.02
100-1605-7728	DUARTE RECREATION PETTY CASH	AmeriCorps Job Shadow Day Supplies	211945	201909- Duarte's Promise - America's Pro	61.31
100-1605-7728	U.S. BANK	MLK Event Speaker Gift Cards (Target)	165	201909- Duarte's Promise - America's Pro	139.00
100-1605-7728	SUBWAY	Job Shadow Day Participant Lunches	211903	201909- Duarte's Promise - America's Pro	1,048.50
100-1605-7728	SMART & FINAL	Job Shadow Refreshments	166	201909- Duarte's Promise - America's Pro	234.63
100-1605-7728	RELATION INSURANCE	AmeriCorps Insurance 3/2019	211968	201909- Duarte's Promise - America's Pro	1,521.25
100-1605-7729	U.S. BANK	Griffis/Valerio Concert Share 1/30/19	165		30.00
100-1605-7733	U.S. BANK	2019 Great Decisions Book-Sr Ctr (Foreign Policy)	165		42.95
100-1605-7733	U.S. BANK	SC Netflix	161		19.74
100-1605-7733	DR BRICE HARRIS JR	SC Great Decisions Refugees & Global Migration	211913		50.00
100-1605-7733	M & L ENTERPRISES SPORTS	SC Coed Softball Umpire Fees 2019	211957		564.70
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	166		38.06
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	166		43.20
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	166		59.26
100-1605-7733	DUARTE PIZZA COMPANY	SC Custodian (Iris) Last Day Appreciation	211943		89.66
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Gift Gards (Target)	165		161.00
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Gift Cards (Target)	165		58.00
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	166		233.34
100-1605-7735	SOPHIE ROCHA	Youthworks Internship Program	211971		100.00
100-1605-7735	ARANZASU CABALLERO	Youthworks Internship Program	211931		100.00
100-1605-7735	ALEXANDRA TAPIA	Youthworks Internship Program	211983		100.00
100-1605-7735	MARIAH MACMURPHY	Youthworks Internship Program	211958		200.00
100-1605-7735	CHANCE GENTRY	Youthworks Internship Program	211949		100.00
100-1605-7735	DUARTE PIZZA COMPANY	TC Jersey Thursday Event Food	211943		181.13
100-1605-7735	DUARTE PIZZA COMPANY	TC Jersey Thursday Event Food	211943		147.57
100-1605-7735	FSP DESIGNS	WIN Program Shirts	211946		169.46
100-1605-7735	FSP DESIGNS	CHYLL Uniforms	211946		767.20
100-1605-7735	FSP DESIGNS	TC Intern Shirts	211946		328.14
100-1605-7736	AGI ACADEMY	Instructor Fee-Math Workshop	211904		138.25
100-1605-7736	SIGMA CODING LLC	Instructor Fee-Robotics	211977		280.00
100-1605-7736	MARIE CATHEY ROSS	Instructor Fee-Kids Can Cook	211917		336.00
100-1605-7736	AMERICASIA	Instructor Fee-Golf	211906		364.00
100-1605-7736	AGI ACADEMY	Instructor Fee-Critical Reading	211904		138.25
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	211908		551.25
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	211908		551.25
100-1605-7736	AGI ACADEMY	Instructor Fees-Critical Reading	211904		138.25
100-1605-7736	AGI ACADEMY	Instructor Fees-Math Workshop	211904		138.25
100-1605-7737	U.S. BANK	Pageant of Our Lord Tickets 4/6/19 (Rolling Hills)	161		585.00
100-1605-7739	CURO MANAGED PRINT PRODUCTI	Spring 2019 Aquatics Schedule	211940		421.58
100-1605-7739	MINUTEMAN PRESS OF RANCHO	Flyers for Soccer	211961		633.14
100-1605-7741	SOUTHLAND SPORTS OFFICIALS	Basketball Official	211978		108.00
100-1605-7741	SOUTHLAND SPORTS OFFICIALS	Basketball Official	211978		108.00
100-1605-7744	BRYAN GARCIA	Teen Nutrition Council	211947		100.00
100-1605-7744	YVETTE RODRIGUEZ	Teen Nutrition Council	211973		100.00
100-1605-7744	SARAH DOWIRI	Teen Nutrition Council	211942		100.00
100-1605-7744	OLGALIVIER GARCIA	Teen Nutrition Council	211948		100.00
100-1605-7744	PEDRO RODRIGUEZ	Teen Nutrition Council	211972		100.00
100-1605-7744	SAMANTHA MARTINEZ	Teen Nutrition Council	211960		100.00
100-1605-7744	DALYLAH SANDOVAL	Teen Nutrition Council	211976		100.00
100-1605-7744	ELAYSSA AQUINO	Teen Nutrition Council	211925		100.00
100-1605-7744	FSP DESIGNS	Teen Nutrition Council Shirts	211946		189.41
100-1605-7745	U.S. BANK	Victor Valenzuela 2019 USa Boxing Membership	165		110.00
100-1605-7745	U.S. BANK	Boxing Equipment (Pro Boxing Equipment)	165		723.80
100-1605-7745	U.S. BANK	Luis Valenzuela 2019 USA Boxing Membership	165		110.00
100-1605-7745	U.S. BANK	Javier Rivadeneyra 2019 USA Boxing Membership	165		85.00
100-1605-7745	U.S. BANK	Alwyn Torres III 2019 USA Boxing Membership	165		85.00

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7745	U.S. BANK	Daniel Sanchez 2019 USA Boxing Membership	165		110.00
100-1605-7750	H & L CHARTER CO INC	Charter Bus for Saturday, January 19,2019	211911		808.25
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	211909		684.27
100-1610-7618	U.S. BANK	Bike Station Pump Head Hose (Dero Bike Racks)	165		125.38
100-1610-7618	U.S. BANK	Council Picture Frames (Michaels)	165		954.30
100-1610-7618	SMART & FINAL	SC Coffee Supplies	166		30.14
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	166		398.34
100-1610-7618	MAINTEX INC	Janitorial Supplies	211959		594.65
100-1610-7618	MAINTEX INC	Janitorial Supplies	211959		620.06
100-1610-7618	GRAINGER	Tennis Court Light Bulbs	211951		403.40
100-1610-7618	GRAINGER	ROP Bldg Women's Restroom Faucets	211951		569.11
100-1610-7636	HENDERSON'S	Facility Maintenance Staff Jackets	211952		984.67
100-1610-7636	HENDERSON'S	Facility Maintenance Jackets	211952		131.29
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	211939		39.35
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	211939		34.89
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	211939		78.97
100-1610-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 12/2018	211963		352.45
100-1610-7652	VORTEX INDUSTRIES INC	SC Automatic Door Repair	211987		661.00
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Siren	211915		24.67
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Monitoring 3/1/19 - 3/31/19	211967		43.26
100-1610-7652	AIR-TRO INC	HVAC Routine Call-Public Safety	211922		88.00
100-1610-7652	WESTERN EXTERMINATOR COMPA	CC Pest Control Services	211989		60.00
100-1610-7652	WESTERN EXTERMINATOR COMPA	CH Pest Control Services	211989		60.00
100-1610-7652	WESTERN EXTERMINATOR COMPA	FC Pest Control Services	211989		60.00
100-1610-7652	WESTERN EXTERMINATOR COMPA	SC Pest Control Services	211989		60.00
100-1610-7652	WESTERN EXTERMINATOR COMPA	TC Pest Control Services	211989		60.00
100-1610-7652	ALBERTOS PLUMBING	Montgomery Field RR Plumbing Service	211923		570.00
100-1610-7652	CINTAS CORPORATION #693	Floor Mats	211939		29.09
100-1610-7652	CINTAS CORPORATION #693	Floor Mats	211939		35.91
100-1610-8100	U.S. BANK	CC Lounge Decor (Home Goods)	165		361.28
100-1610-8100	U.S. BANK	CC Lounge/Conference Room Furniture (2010 Office)	161		4,411.18
100-1805-7610	U.S. BANK	Kristen Petersen Lunch Mtg w/Councilmember 1/16/19	161		43.68
100-1805-7610	SMART & FINAL	Secretary Meeting Snacks	166		38.05
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	211979		82.94
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	211979		8.35
100-1805-7980	U.S. BANK	Microsoft 365 12/27/18 - 1/26/19	161		12.00
100-1810-7614	U.S. BANK	Office Candy (Amazon)	161		13.96
100-1810-7660	CALIFORNIA STATE DEPARTMENT O	Fingerprint Apps 1/2019	211935		64.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud	161		314.91
100-1815-7632	U.S. BANK	Adobe AcroPro-CMD	161		14.99
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	161		18.66
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Annual Software Renewal 3/1/19 - 2/29/20	211984		1,580.64
100-1825-7614	U.S. BANK	2018 1099 Forms	161		72.91
100-1825-7614	U.S. BANK	1099 Envelopes	161		56.71
100-1825-7614	CANON SOLUTIONS AMERICA INC	Copier Staples	211937		392.30
100-1825-7630	CANON FINANCIAL SERVICES INC	PS Copier Lease 2/1/19 - 2/28/19	211936		399.67
100-1825-7630	CANON FINANCIAL SERVICES INC	CH(2)/SC/TC Copier Lease 2/1/19 - 2/28/19	211936		869.55
100-1825-7631	CANON FINANCIAL SERVICES INC	PS Copier Maintenance 1/1/19 - 1/31/19	211936		96.60
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929	990002 - Oper of Acq Prop - Duarte Traile	41.67
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929	250016-Oper of Acq Prop-1229 Pops Roa	41.67
100-2120	CESAR GARCIA	Candidate Statement Printing Deposit	211910		400.00
100-2120	DAVID VAN DE WETERING	Candidate Statement Printing Deposit	211921		200.00
100-2120	DUARTE PETTY CASH	E Sanchez Candidate Stmt Print Dep-Citation Pmt	211902		400.00
100-2120	CYNTHIA STERLING	ROP Bldg Rent Deposit Refund	211980		150.00
100-2120	JULIE SANCHEZ	ROP Bldg Rent Deposit Refund	211918		150.00
100-2120	LETICIA LOPEZ	CC Rent Deposit Refund	211954		500.00
100-2120	SARAH WILKINSON	ROP Bldg Rent Deposit Refund	211990		150.00
100-2121	VIGILANT SOLUTIONS LLC	Installation of ALPR Cameras (Mt Olive/Gardi)	211986		4,612.50
100-2123	U.S. BANK	Speical Event Insurance 10/1/18 - 12/31/18	161		1,004.00

Council Warrant Register by Account

Account Number	Vendor Name
100-4303	MARK TADROS

Description (Item)
Administrative Citation Refund

Payment Dates: 02/13/2019 - 02/26/2019

Payment No	Project Key	Amount
211920		170.30
Fund 100 - GENERAL FUND Total:		156,427.35

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 220 - GAS TAX FUN					
220-2210-7811	HARDY & HARPER INC	Retention-AC Repair Project	211912	201910-Street Maint-AC Repair FY19	1,584.78
220-2210-7812	ROADLINE PRODUCTS INC	Street/Curb Paint	211970		535.96
Fund 220 - GAS TAX FUN Total:					2,120.74

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7891	CAL BLEND SOILS INC	Hunt Dr Median/Tree Well Soil	211933		101.29
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		4,145.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		345.16
240-2421-7887	WEST COAST ARBORISTS INC	Grid Pruning (Las Lomas Villas)	211988		6,480.00
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 2/2019	211929		500.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					26,517.36

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8060	FS CONTRACTORS INC	Retention-ADA Ramps (CDBG)	211907	201912-Sidewalk Imprv-CDBG ADA Ramp	1,590.00
260-2605-8070	ALL AMERICAN ASPHALT	Retention-Galen St Improvements (CDBG)	211905	201825-Cap St Improv-Galen St Improv. Pr	6,138.11
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					7,728.11

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7614	STAPLES ADVANTAGE	Transit Dept Printer Ink	211979		71.96
440-4405-7619	CITY OF MONROVIA	Fuel-Transit Dept 12/2018	211963		6,980.62
440-4405-7619	AUTOZONE	Bus Oil	211926		45.96
440-4405-7619	AUTOZONE	Bus Oil	211926		43.78
440-4405-7650	AUTOZONE	South Yard Supplies	211926		34.35
440-4405-7650	AUTOZONE	Yard Supplies	211926		8.75
440-4405-7673	BDA MORNEAU SHEPELL	Drug and/or Alcohol Testing 10/1/18 - 12/31/18	211927		230.00
440-4405-7887	NAVARRO'S TOWING SERVICE	Bus 103 Towing (Busted Hose)	211965		225.00
Fund 440 - PROPOSITION A TRANSIT FUND Total:					7,640.42

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8060	IE GENERAL ENGINEERING	Retention-Citywide Concrete Repair	211914	201911-(470) Sidewalk Imprv-FY19 Concr	6,249.71
Fund 470 - MEASURE R LR TRANSIT FUND Total:					6,249.71

Council Warrant Register by Account

Payment Dates: 02/13/2019 - 02/26/2019

Account Number Vendor Name

Description (Item)

Payment No Project Key

Amount

Fund: 625 - LA Co Metro Fund Exchg (STPL)

625-6255-8100 ALL AMERICAN ASPHALT

2018 Street Rehab Project

211924

201919- 625 Cap Improv - 2018 Streets R

227,703.75

Fund 625 - LA Co Metro Fund Exchg (STPL) Total:

227,703.75

Grand Total:

434,387.44

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	156,427.35
220 - GAS TAX FUN	2,120.74
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	26,517.36
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	7,728.11
440 - PROPOSITION A TRANSIT FUND	7,640.42
470 - MEASURE R LR TRANSIT FUND	6,249.71
625 - LA Co Metro Fund Exchg (STPL)	227,703.75
Grand Total:	434,387.44

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7646	Travel & Exp - Paras	20.00
100-1005-7980	Other Expenses	54.75
100-1010-7003	Part-Time/Temp Salaries	1,710.00
100-1010-7610	Travel, Mtgs & Conf	251.75
100-1010-7614	Office Supplies	216.05
100-1010-7650	Vehicle Maintenance	238.64
100-1010-7651	Election Services	-560.29
100-1010-7670	Legal Notices	1,420.00
100-1010-7965	Professional Services	1,500.00
100-1010-7980	Other Expenses	460.85
100-1020-7711	Employee Recognition C	1,958.55
100-1020-7712	Community Information	23.99
100-1020-7716	Special Community Even	180.68
100-1020-7720	DCTV	13,802.50
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	954.29
100-1205-7610	Travel, Mtgs & Conf	20.00
100-1205-7612	Publications and Dues	230.00
100-1205-7614	Office Supplies	251.17
100-1205-7615	Emergency Supplies	990.00
100-1205-7650	Vehicle Maintenance	1,571.40
100-1205-7760	Homeless Outreach Prog	263.82
100-1205-7761	Parking Ticket Collect	11,670.00
100-1205-7762	Parking Pass Kiosk Costs	272.80
100-1205-7779	Youth Programs	3,355.78
100-1205-7780	Animal Control	316.80
100-1205-7784	Prisoner Maintenance	162.29
100-1205-7887	Repairs & Replacements	629.61
100-1205-7980	Other Expenses	2,100.82
100-1205-8100	Other Capital Acquisitio	4,612.50
100-1405-7610	Travel, Mtgs & Conf	575.00
100-1405-7612	Publications and Dues	22.14
100-1405-7613	Duplications And Photos	22.56
100-1405-7614	Office Supplies	17.73
100-1405-7650	Vehicle Maintenance	101.87
100-1405-7690	Planning Commission	1,150.00
100-1405-7800	Building Department Ser	50,966.69
100-1405-7802	NPDES Requirements	825.00
100-1405-7965	Professional Services	8,559.85
100-1405-7980	Other Expenses	1,500.00
100-1410-7614	Office Supplies	22.79
100-1410-7650	Vehicle Maintenance	794.98
100-1410-7656	Emergency Generator	290.00
100-1415-7916	Landscape-Sport Park	2,130.00

Account Summary

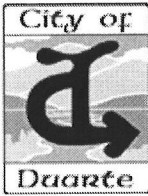
Account Number	Account Name	Payment Amount
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	510.00
100-1605-7612	Publications and Dues	145.00
100-1605-7614	Office Supplies	231.02
100-1605-7636	Uniforms	694.23
100-1605-7650	Vehicle Maintenance	42.69
100-1605-7693	Youth Council	239.62
100-1605-7728	Americorp's VIP Progra	3,048.71
100-1605-7729	Concerts In The Park	30.00
100-1605-7733	Senior Center	907.57
100-1605-7735	Teen Center	2,645.84
100-1605-7736	Recreation Classes	2,635.50
100-1605-7737	Adult Excursions	585.00
100-1605-7739	Publicity	1,054.72
100-1605-7741	Sports/Playground Progr	216.00
100-1605-7744	Nutrition Program Costs	989.41
100-1605-7745	Boxing Program	1,223.80
100-1605-7750	Bus Rentals	808.25
100-1610-7617	Pool Chemicals	684.27
100-1610-7618	Building Supplies	3,695.38
100-1610-7636	Uniforms	1,269.17
100-1610-7650	Vehicle Maintenance	352.45
100-1610-7652	Building Maint Services	1,751.93
100-1610-8100	Other Capital Improvem	4,772.46
100-1805-7610	Travel, Mtgs & Conf	81.73
100-1805-7614	Office Supplies	91.29
100-1805-7980	Other Expenses	12.00
100-1810-7614	Office Supplies	13.96
100-1810-7660	Other Services	64.00
100-1815-7632	Software Maintenance	329.90
100-1815-7830	Telephones	1,599.30
100-1825-7614	Office Supplies	521.92
100-1825-7630	Equipment Lease	1,269.22
100-1825-7631	Equipment Maintenance	96.60
100-1825-7945	Operation Of Acq Prop	83.34
100-2120	Refundable Deposits	1,950.00
100-2121	Pass Through Deposits	4,612.50
100-2123	Special Event Insurance (	1,004.00
100-4303	Other Fines	170.30
220-2210-7811	Street Maintenance	1,584.78
220-2210-7812	Street Striping & Markin	535.96
240-2410-7891	Repairs-Medians	101.29
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7887	Repairs & Replacements	6,480.00
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
240-2435-7914	Landscape Maintenance	500.00

Account Summary

Account Number	Account Name	Payment Amount
260-2605-8060	Sidewalk Improvements	1,590.00
260-2605-8070	Street Improvements (C	6,138.11
440-4405-7614	Office Supplies	71.96
440-4405-7619	Fuel And Oil	7,070.36
440-4405-7650	Vehicle Maintenance	43.10
440-4405-7673	Physical Exams	230.00
440-4405-7887	Repairs & Replacements	225.00
470-4705-8060	Sidewalk/Concrete Repa	6,249.71
625-6255-8100	Other Capital Improvem	227,703.75
	Grand Total:	434,387.44

Project Account Summary

Project Account Key	Payment Amount
None	175,996.89
201825-Cap St Improv-Galen St Improv. Project	6,138.11
201826-Homelss Outreach	263.82
201904-Other Exp-Tobacco Grant	1,724.68
201909- Duarte's Promise - America's Promise Exp	3,048.71
201910-Street Maint-AC Repair FY19	1,584.78
201911-(470) Sidewalk Imprv-FY19 Concrete Repair	6,249.71
201912-Sidewalk Imprv-CDBG ADA Ramp Proj	1,590.00
201914-Youth Programs-Cal VIP	1,343.00
201917-Flood Emergency-Other	100.80
201919- 625 Cap Improv - 2018 Streets Rehab Proj	227,703.75
201935-Prof Svcs-GIS Upgrade	8,559.85
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	434,387.44



City of Duarte

Council Warrant Register Over \$5000

By Payment Number

Payment Dates 02/13/2019 - 02/26/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
161	2/14/2019	4484	U.S. BANK			9,031.12
	1252019KP	Becky Evans Arrangement (Botanica F		100-1005-7980		54.75
	1252019KP	Closed Session Food 1/8/19 (Villa Itali		100-1010-7980		207.14
	1252019KP	Workshop for Revenue Measure 1/22		100-1010-7980		179.58
	1252019KP	Closed Session Food 1/8/19 (Smart &		100-1010-7980		28.37
	1252019KP	Annual Awards Dinner Food (Smart &		100-1020-7711		231.36
	1252019KP	Annual Awards Dinner Candles (Hom		100-1020-7711		33.89
	1252019KP	Annual Awards Dinner Food (Smart &		100-1020-7711		68.60
	1252019KP	Annual Awards Party 1/11/19 (Nothin		100-1020-7711		200.00
	1252019KP	Annual Awards Dinner Food (Smart &		100-1020-7711		114.69
	1252019KP	Annual Awards Dinner Decor/Raffle (		100-1020-7711		143.70
	1252019KP	Annual Awards Dinner Decor/Raffle (		100-1020-7711		155.91
	1252019KP	Annual Awards Dinner Food (Costco)		100-1020-7711		234.22
	1252019KP	Annual Awards Dinner Batteries 1/11		100-1020-7711		31.95
	1252019KP	Annual Awards Dinner Food (Smart &		100-1020-7711		335.90
	1252019KP	Annual Awards Dinner Food (Vons)		100-1020-7711		400.35
	1252019KP	Annual Awards Dinner Food (Smart &		100-1020-7711		7.98
	1252019KP	Adobe Creative Cloud		100-1020-7726		34.99
	1252019KP	SC Netflix		100-1605-7733		19.74
	1252019KP	Pageant of Our Lord Tickets 4/6/19 (R		100-1605-7737		585.00
	1252019KP	CC Lounge/Conference Room Furnitu		100-1610-8100		4,411.18
	1252019KP	Kristen Petersen Lunch Mtg w/Counci		100-1805-7610		43.68
	1252019KP	Microsoft 365 12/27/18 - 1/26/19		100-1805-7980		12.00
	1252019KP	Office Candy (Amazon)		100-1810-7614		13.96
	1252019KP	Adobe AcroPro-CMD		100-1815-7632		14.99
	1252019KP	Adobe Creative Cloud		100-1815-7632		314.91
	1252019KP	SC Elevator 911-Vonage		100-1815-7830		18.66
	1252019KP	2018 1099 Forms		100-1825-7614		72.91
	1252019KP	1099 Envelopes		100-1825-7614		56.71
	1252019KP	Speical Event Insurance 10/1/18 - 12/		100-2123		1,004.00
162	2/21/2019	4484	U.S. BANK			5,158.81
	12519BV	Youth Trip 12/27/18 (Pasadena Ice Sk		100-1205-7779	201914-Youth Programs-Cal VIP	255.00
	12519BV	Youth Santa Cruz Spring Break Trip (A		100-1205-7779		1,456.41
	12519BV	A Team Youth Trip 1/4/19 (Pasadena I		100-1205-7779	201914-Youth Programs-Cal VIP	297.00
	12519BV	Youth Program Trip 1/22/19 (Museu		100-1205-7779	201914-Youth Programs-Cal VIP	350.00
	12519BV	DART Hiking Trip Lunch 1/2/19 (Subw		100-1205-7779		26.25
	12519BV	Youth Ice Skating Trip Parking 12/27/		100-1205-7779		7.50
	12519BV	Youth Ice Skating Trip Parking 1/3/19		100-1205-7779		22.50
	12519BV	Youth Ice Skating Trip Parking 1/4/19		100-1205-7779		36.00
	12519BV	DART Trip Dinner 1/15/19 (Chipotle)		100-1205-7779		109.88
	12519BV	Youth Santa Cruz Spring Break Trip (A		100-1205-7779		120.00
	12519BV	A Team Youth Trip 1/3/19 (Pasadena I		100-1205-7779	201914-Youth Programs-Cal VIP	351.00
	12519BV	Youth Trip Food 1/6/19 (SMG Citizens		100-1205-7779		127.25
	12519BV	Tobacco Youth Ed Dinner 1/3/19 (Blaz		100-1205-7980	201904-Other Exp-Tobacco Grant	150.62
	12519BV	Tobacco Products (7-Eleven)		100-1205-7980	201904-Other Exp-Tobacco Grant	29.01
	12519BV	LASD Breakfast w/Council (Corner Ba		100-1205-7980		263.65
	12519BV	Water-Tobacco Control Consumables		100-1205-7980	201904-Other Exp-Tobacco Grant	25.20
	12519BV	Youth Intern Lunch 1/15/19 (Hong Ko		100-1205-7980		11.69
	12519BV	Computer Memory-Tobacco Educatio		100-1205-7980	201904-Other Exp-Tobacco Grant	456.62
	12519BV	Adobe Subscription-Tobacco Educatio		100-1205-7980	201904-Other Exp-Tobacco Grant	39.99
	12519BV	Groceries For Homeless Drive-Tobacc		100-1205-7980	201904-Other Exp-Tobacco Grant	86.10
	12519BV	Tobacco Control Promotional Buttons		100-1205-7980	201904-Other Exp-Tobacco Grant	542.21
	12519BV	Tobacco Cntrl Youth Program Lunch (T		100-1205-7980	201904-Other Exp-Tobacco Grant	54.99

Council Warrant Register Over \$5000

Payment Dates: 02/13/2019 - 02/26/2019

						Payment Amount
Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Item Amount
	12519BV	Tobacco Youth Ed Dinner 1/4/19 (Blaz		100-1205-7980	201904-Other Exp-Tobacco Grant	188.12
	12519BV	Tobacco Control YOUTH Program Lunc		100-1205-7980	201904-Other Exp-Tobacco Grant	151.82
						5,714.86
165	2/21/2019	4484	U.S. BANK			954.29
	12519ME	Council Picture Frames (Michaels)		100-1020-7980		990.00
	12519ME	CPR/FA/AED Training (ARC Services)		100-1205-7615		490.00
	12519ME	Manuel Enriquez CPRS Conference Re		100-1605-7610		145.00
	12519ME	Manuel Enriquez CPRS Membership		100-1605-7612		39.86
	12519ME	2019 Planner Passion Planner		100-1605-7614		139.00
	12519ME	MLK Event Speaker Gift Cards (Target)		100-1605-7728	201909- Duarte's Promise - America's Promise E	30.00
	12519ME	Griffis/Valerio Concert Share 1/30/19		100-1605-7729		42.95
	12519ME	2019 Great Decisions Book-Sr Ctr (For		100-1605-7733		58.00
	12519ME	MLK Essay Contest Winner Gift Cards		100-1605-7735		161.00
	12519ME	MLK Essay Contest Winner Gift Gards		100-1605-7735		723.80
	12519ME	Boxing Equipment (Pro Boxing Equip		100-1605-7745		85.00
	12519ME	Alwyn Torres III 2019 USA Boxing Me		100-1605-7745		85.00
	12519ME	Javier Rivadeneyra 2019 USA Boxing		100-1605-7745		110.00
	12519ME	Victor Valenzuela 2019 USa Boxing M		100-1605-7745		110.00
	12519ME	Daniel Sanchez 2019 USA Boxing Me		100-1605-7745		110.00
	12519ME	Luis Valenzuela 2019 USA Boxing Me		100-1605-7745		954.30
	12519ME	Council Picture Frames (Michaels)		100-1610-7618		125.38
	12519ME	Bike Station Pump Head Hose (Dero B		100-1610-7618		361.28
	12519ME	CC Lounge Decor (Home Goods)		100-1610-8100		6,138.11
211905	2/21/2019	3655	ALL AMERICAN ASPHALT			6,138.11
	183582	Retention-Galen St Improvements (C		260-2605-8070	201825-Cap St Improv-Galen St Improv. Project	
						6,249.71
211914	2/21/2019	5995	IE GENERAL ENGINEERING			6,249.71
	3215	Retention-Citywide Concrete Repair		470-4705-8060	201911-(470) Sidewalk Imprv-FY19 Concrete Re	
						227,703.75
211924	2/26/2019	3655	ALL AMERICAN ASPHALT			227,703.75
	183583	2018 Street Rehab Project		625-6255-8100	201919- 625 Cap Improv - 2018 Streets Rehab Pr	
						22,264.41
211929	2/26/2019	3889	BRIGHTVIEW LANDSCAPE SERVICES INC			115.00
	6143612	Landscape Maintenance 2/2019		100-1020-7724		2,130.00
	6143612	Landscape Maintenance 2/2019		100-1415-7916		41.67
	6143612	Landscape Maintenance 2/2019		100-1825-7945	250016-Oper of Acq Prop-1229 Pops Road	41.67
	6143612	Landscape Maintenance 2/2019		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	7,500.00
	6143612	Landscape Maintenance 2/2019		240-2410-7915		485.00
	6143612	Landscape Maintenance 2/2019		240-2410-7917		4,145.00
	6143612	Landscape Maintenance 2/2019		240-2410-7917		345.16
	6143612	Landscape Maintenance 2/2019		240-2420-7914		1,300.00
	6143612	Landscape Maintenance 2/2019		240-2421-7914		480.58
	6143612	Landscape Maintenance 2/2019		240-2422-7914		900.00
	6143612	Landscape Maintenance 2/2019		240-2423-7914		550.00
	6143612	Landscape Maintenance 2/2019		240-2424-7914		400.00
	6143612	Landscape Maintenance 2/2019		240-2425-7914		180.00
	6143612	Landscape Maintenance 2/2019		240-2426-7914		630.33
	6143612	Landscape Maintenance 2/2019		240-2427-7914		800.00
	6143612	Landscape Maintenance 2/2019		240-2431-7914		835.00
	6143612	Landscape Maintenance 2/2019		240-2432-7914		530.00
	6143612	Landscape Maintenance 2/2019		240-2433-7914		355.00
	6143612	Landscape Maintenance 2/2019		240-2434-7914		500.00
	6143612	Landscape Maintenance 2/2019		240-2435-7914		50,820.14
211938	2/26/2019	5120	CHARLES ABBOTT ASSOCIATES INC			50,820.14
	59198	Building & Safety Services 1/2019		100-1405-7800		
						13,802.50
211944	2/26/2019	0568	DUARTE PUBLIC ACCESS INC			13,802.50
	02112019	2nd Half of FY19 Agreement		100-1020-7720		

Council Warrant Register Over \$5000

Payment Dates: 02/13/2019 - 02/26/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
		0903	CITY OF MONROVIA			9,106.33
211963	2/26/2019					
	1900359	Fuel-City Manager 12/2018		100-1010-7650		187.64
	1900360	Fuel-Field Services 12/2018		100-1410-7650		794.98
	1900361	Fuel-Parks & Recreation 12/2018		100-1605-7650		42.69
	1900361	Fuel-Parks & Recreation 12/2018		100-1610-7650		352.45
	1900362	Fuel-Public Safety 12/2018		100-1205-7650		646.08
	1900363	Fuel-Cmty Development 12/2018		100-1405-7650		101.87
	1900365	Fuel-Transit Dept 12/2018		440-4405-7619		6,980.62
						6,500.00
211966	2/26/2019	6019	PARCEL QUEST			
	19984	GIS Software Upgrade		100-1405-7965	201935-Prof Svcs-GIS Upgrade	6,500.00
						11,670.00
211982	2/26/2019	3661	SUPERIOR CT OF CAL CO OF LOS ANGELES			
	21319	Citation Tax Revenue 1/2019		100-1205-7761		11,670.00
						9,225.00
211986	2/26/2019	5948	VIGILANT SOLUTIONS LLC			
	19514 RI	Installation of ALPR Cameras (Mt Oliv		100-1205-8100		4,612.50
	19514 RI	Installation of ALPR Cameras (Mt Oliv		100-2121		4,612.50
						6,480.00
211988	2/26/2019	1521	WEST COAST ARBORISTS INC			
	144207	Grid Pruning (Las Lomas Villas)		240-2421-7887		6,480.00
Payment Total:						389,864.74

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	116,376.48
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	26,416.07
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	6,138.11
440 - PROPOSITION A TRANSIT FUND	6,980.62
470 - MEASURE R LR TRANSIT FUND	6,249.71
625 - LA Co Metro Fund Exchg (STPL)	227,703.75
Grand Total:	389,864.74

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7980	Other Expenses	54.75
100-1010-7650	Vehicle Maintenance	187.64
100-1010-7980	Other Expenses	415.09
100-1020-7711	Employee Recognition C	1,958.55
100-1020-7720	DCTV	13,802.50
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	954.29
100-1205-7615	Emergency Supplies	990.00
100-1205-7650	Vehicle Maintenance	646.08
100-1205-7761	Parking Ticket Collect	11,670.00
100-1205-7779	Youth Programs	3,158.79
100-1205-7980	Other Expenses	2,000.02
100-1205-8100	Other Capital Acquisitio	4,612.50
100-1405-7650	Vehicle Maintenance	101.87
100-1405-7800	Building Department Ser	50,820.14
100-1405-7965	Professional Services	6,500.00
100-1410-7650	Vehicle Maintenance	794.98
100-1415-7916	Landscape-Sport Park	2,130.00
100-1605-7610	Travel, Mtgs & Conf	490.00
100-1605-7612	Publications and Dues	145.00
100-1605-7614	Office Supplies	39.86
100-1605-7650	Vehicle Maintenance	42.69
100-1605-7728	Americorp's VIP Progra	139.00
100-1605-7729	Concerts In The Park	30.00
100-1605-7733	Senior Center	62.69
100-1605-7735	Teen Center	219.00
100-1605-7737	Adult Excursions	585.00
100-1605-7745	Boxing Program	1,223.80
100-1610-7618	Building Supplies	1,079.68
100-1610-7650	Vehicle Maintenance	352.45
100-1610-8100	Other Capital Improvem	4,772.46
100-1805-7610	Travel, Mtgs & Conf	43.68
100-1805-7980	Other Expenses	12.00
100-1810-7614	Office Supplies	13.96
100-1815-7632	Software Maintenance	329.90
100-1815-7830	Telephones	18.66
100-1825-7614	Office Supplies	129.62
100-1825-7945	Operation Of Acq Prop	83.34
100-2121	Pass Through Deposits	4,612.50
100-2123	Special Event Insurance (	1,004.00
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7887	Repairs & Replacements	6,480.00
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58

Account Summary

Account Number	Account Name	Payment Amount
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
240-2435-7914	Landscape Maintenance	500.00
260-2605-8070	Street Improvements (C	6,138.11
440-4405-7619	Fuel And Oil	6,980.62
470-4705-8060	Sidewalk/Concrete Repa	6,249.71
625-6255-8100	Other Capital Improvem	227,703.75
	Grand Total:	389,864.74

Project Account Summary

Project Account Key	Payment Amount
None	140,073.15
201825-Cap St Improv-Galen St Improv. Project	6,138.11
201904-Other Exp-Tobacco Grant	1,724.68
201909- Duarte's Promise - America's Promise Exp	139.00
201911-(470) Sidewalk Imprv-FY19 Concrete Repair	6,249.71
201914-Youth Programs-Cal VIP	1,253.00
201919- 625 Cap Improv - 2018 Streets Rehab Proj	227,703.75
201935-Prof Svcs-GIS Upgrade	6,500.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	389,864.74



RECEIVED

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FEB 07 2019

CITY OF DUARTE
COMMUNITY DEVELOPMENT

MEMORANDUM

TO: CITY COUNCIL *Barbie*
FROM: COMMISSIONER *Bylsma-Houghton*
SUBJECT: NOTICE OF ABSENCE FROM PARKS AND RECREATION COMMISSION MEETING
DATE: *Feb. 7, 2019*

REASON FOR ABSENCE:

____ ACCIDENT ____ VACATION ☒ OTHER* *Funeral on 2/11/19*
____ SICKNESS ____ DEATH IN FAMILY

DATE OF MEETING ABSENCE *Feb. 11, 2019*

* EXPLANATION OF ABSENCE *funeral of a 7month old baby in OH that I cared for last yr.*
[Signature]
SIGNATURE

ABSENCE NOTED BY CITY COUNCIL



Memorandum

To: City Council

From: Economic Development Commission

CC: Craig Hensley, Community Development Director 

Date: February 11, 2019

Subject: Commission Reorganization

At the regular meeting of the Economic Development Commission held on Wednesday, February 6, 2019 the Commission organized as follows:

- Chairperson – Tina Carey
- Vice-Chairperson – Tony Molina



MEMORANDUM

TO: CITY COUNCIL

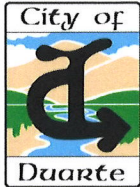
FROM: MANUEL ENRIQUEZ, DIRECTOR OF PARKS AND RECREATION

SUBJECT: COMMISSION REORGANIZATION

DATE: FEBRUARY 12, 2019

At the regular meeting of the Parks and Recreation Commission held on Monday, January 14, 2019, the Commission reorganized as follows:

- Chairperson – Ted Rudolph
- Vice-Chairperson – Jim Dinsmore



MEMORANDUM

To: Mayor and City Council

From: Amanda Hamilton, Public Works Manager

Date: February 26, 2019

Subject: Award of Contract for the Bus Stop Enhancement Project

RECOMMENDED ACTION

Staff recommends that the City Council award the construction contract for the Bus Stop Enhancement Project to Martinez Landscape Co., Inc. as the lowest responsive and responsible bidder in the amount of \$49,937.50.

BACKGROUND

The City of Duarte signed a Memorandum of Understanding (MOU) with Foothill Transit that implemented a partnership that included the purchase of three (3) 35 foot electric buses. In addition to the purchase of the new buses, Foothill Transit will operate and maintain the City owned buses on the existing Duarte Transit Routes. Recently the City of Duarte along with Foothill Transit assessed and identified a list of needed improvements for the bus stops along the transit routes. The list was prioritized by ADA accessibility and requirements set by Foothill Transit per their operating procedures.

The scope of the work for the Bus Stop Enhancement Project includes the removal and replacement of concrete sidewalks, construction of new concrete sidewalks and concrete retaining curbs, relocation of bench and trash receptacle, adjustment of existing utility covers, removing and relocating signs, and all appurtenant work.

The eight (8) Bus Stop Enhancement Project Locations Include:

1. South East Corner of Royal Oaks Dr. & Bradbourne Ave.
2. Encanto Pkwy. at Encanto Park
3. North East Corner of Galen St. at Newington St.
4. South East Corner of Mountain Ave. at Newington St.
5. South East Corner of Hurlock Ave. at Broach Ave.
6. North West Corner of Royal Oaks Dr. at Encanto Pkwy.
7. North East Corner of Royal Oaks Dr. at Mountaincrest Rd.
8. North West Corner of Royal Oaks Dr. at Mt. Olive Dr.

On January 26, 2019 and February 2, 2019, the City published an invitation to bid on the Bus Stop Enhancement Project in accordance with Duarte Municipal Code (DMC) Section 2.36.060. On February 19, 2019, the City Clerk publicly opened six (6) bids for the subject project. The bids were reviewed for responsiveness 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:

1. Martinez Landscape Co., Inc.....	\$49,937.50
2. FS Contractors, Inc.....	\$65,330.00
3. Gentry General Engineering, Inc.....	\$70,488.30
4. Hardy & Harper, Inc.....	\$92,005.00
5. Onyx Paving Co., Inc.....	\$96,000.00
6. EBS General Engineering, Inc.....	\$99,780.00

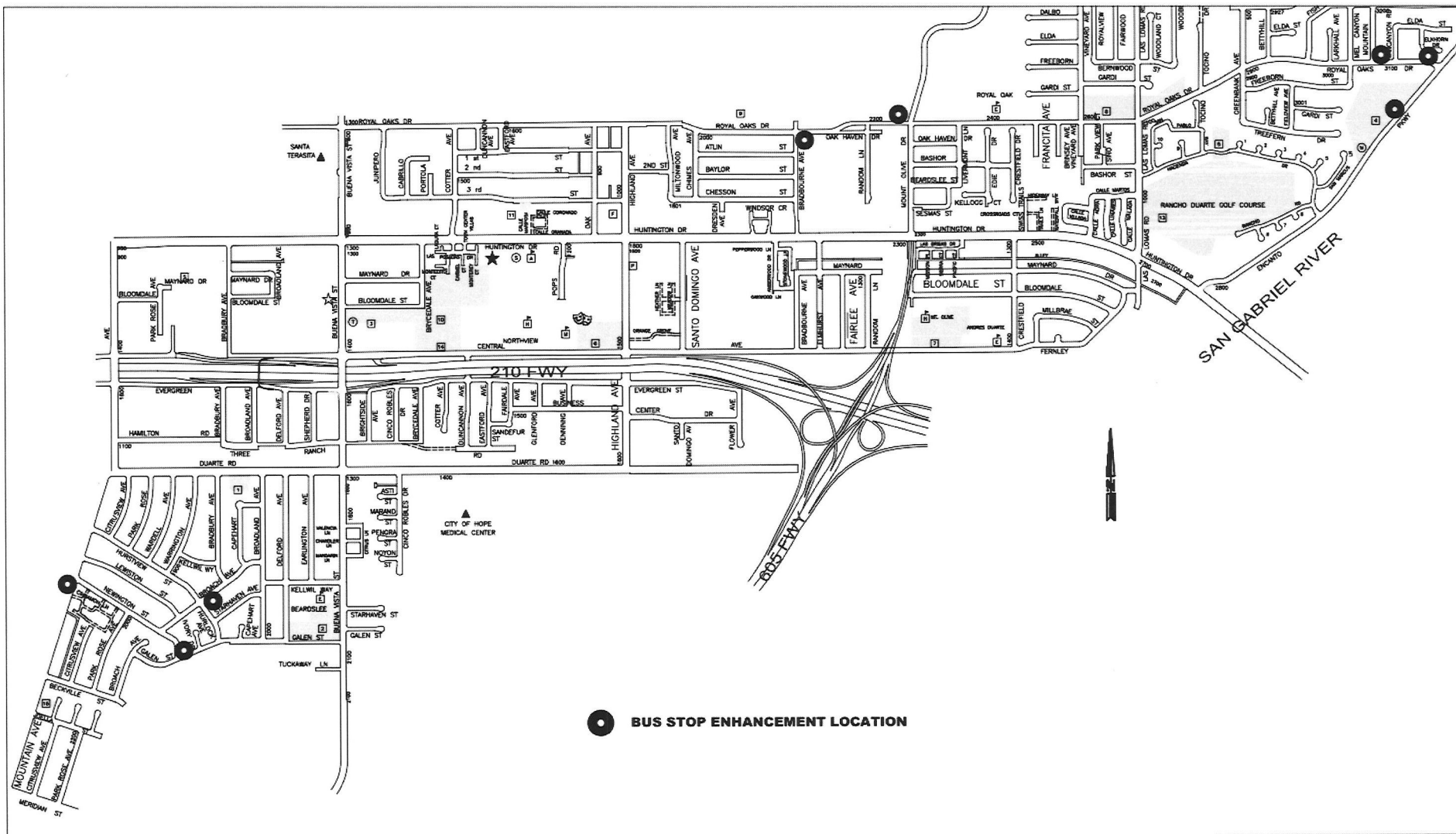
Funding for the Bus Stop Enhancement Project will be funded through Foothill Transit Bus Stop Enhancement Program and Proposition A funds.

CONCLUSION

Staff recommends that the City Council motion to award the Bus Stop Enhancement Project to Martinez Landscape Company, Inc. as the lowest responsive and responsible bidder in the amount of \$49,937.50

Attachments:

1. Project Location Map



RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA, SUPPORTING BALANCED ENERGY SOLUTIONS AND
THE MAINTAINING OF LOCAL CONTROL OF ENERGY SOLUTIONS**

WHEREAS, California's energy policies are critical to reducing greenhouse gas emissions and reducing the impact of climate change on our citizens; and

WHEREAS, the State legislature and State agencies are increasingly proposing new legislation and regulations eliminating choice of energy by mandating technologies to power buildings and public and private fleets, including transit and long-haul trucking, as a strategy to achieve the State's climate goals; and

WHEREAS, clean, affordable, and reliable energy is crucial to the material health, safety, and well-being of Duarte residents, particularly the most vulnerable who live on fixed incomes, including the elderly and working families who are struggling financially; and

WHEREAS, the need for clean, affordable, and reliable energy to attract and retain local businesses, create jobs, and spur economic development is vital to our City's success in a highly competitive and increasingly regional and global marketplace; and

WHEREAS, the City of Duarte, its residents, and its businesses value local control and the right to choose the policies and investments that most affordably and efficiently enable them to comply with State requirements; and

WHEREAS, building and vehicle technology mandates eliminate local control and customer choice, suppress innovation, reduce reliability, and unnecessarily increase costs for Duarte residents and businesses; and

WHEREAS, the City of Duarte understands that relying on a single energy delivery system unnecessarily increases vulnerabilities to natural and man-made disasters, and that a diversity of energy delivery systems and resources contribute to greater reliability and community resilience; and

WHEREAS, the City of Duarte understands the need to mitigate the impacts of climate change, and is committed to doing its part to help the State achieve its climate goals, but requires the flexibility to do so in a manner that best serves the needs of its residents and businesses;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby support balanced energy solutions that provide with it the decision-making authority and resources needed to achieve the State's climate goals, and opposes proposed State legislation and policy that eliminate local control by mandating technologies that can be used to power buildings and fuel vehicles, and also meet or exceed emissions reductions regulations.

PASSED, APPROVED, and ADOPTED this 26th day of February, 2019.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 19-02 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of February, 2019, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

MEMORANDUM



TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: KAREN HERRERA, CITY MANAGERS OFFICE
DATE: FEBRUARY 26, 2019
SUBJECT: REQUEST FROM SANTA TERESITA AND HAYDEN CHILD CARE CENTER FOR CITY OF DUARTE CO-SPONSORSHIP OF HAYDEN 5K RUN AND FAMILY WALK AND ROLL AND FESTIVAL ON SATURDAY, MARCH 9, 2019

Recommendation: That the City Council , by motion, approve a request to co-sponsor the 11th annual Hayden 5K Run and Family Walk and Roll scheduled for Saturday, March 9, 2019 and waive City permit fees.

Background: Hayden Child Care Center (an affiliate of Santa Teresita, Inc.) is requesting the City co-sponsor the 11th annual Hayden 5K Run and Family Walk and Roll Family Festival scheduled for Saturday, March 9, 2019. The 5K Run and Family Walk and Roll Family Festival is scheduled to start at 9:00 am and is expected to conclude by 11:00 am. Following the run, a family fair featuring a range of family activities (games, food, and entertainment, etc.) will occur on the Santa Teresita Campus until 1:30 pm.

The Hayden 5K is an annual fundraiser for the Child Care Center and is expected to draw over 1,000 attendees. All revenue generated by the event goes to enhance the programs and environment of the Hayden Child Care Center. Hayden Child Care Center has hosted the Hayden 5K Run, Family Walk and Roll and Family Festival for several years, and the City Council has traditionally granted co-sponsorship.

Discussion: For this year's event Santa Teresita is proposing to keep the same route as used in past events from March 2012-2018). The 5K route is shown on Attachment A and Traffic Management Inc. will be handling their traffic control and street closures. Notification to affected residents and businesses will also be conducted prior to the event. (See Attachment B)

They are also encouraging all participants to park on the campus or at an approved off-site location. Santa Teresita is currently working with some of the local businesses to obtain temporary permission to utilize their parking lots. In particular, the Church of Latter Day Saints at 1452 Royal Oaks Drive and the Buena Vista Marketplace respectively have 128 and 328 parking spaces.

In terms of a City co-sponsorship, it would entail the following in-kind donations detailed below:

- **Marketing** – Although Santa Teresita would primarily handle the marketing for the event, City staff would be able to assist by preparing and distributing a press release to both electronic and written media, post the item on our website, community calendar and social media platforms and on the electronic sign and the Buena Vista Street Banner (fee: \$100);

- **Volunteers** – Although the bulk of the volunteers will come from Santa Teresita, they would appreciate if they City could supply some volunteers through either through the DART, CHYLL or CERT programs;
- **Barricades/Trash Removal** - As an in-kind contribution, Staff would drop off necessary barricades on the Thursday before the event. Barricades will then be set-up and taken down by Santa Teresita staff and volunteers. Burrtec Waste Industries also would provide cardboard trash containers and liners to be placed along the route;
- **Exclusive Trail Usage** - In accordance with the City of Duarte’s Facility Use Policies and Procedures, “When exclusive use of a park restricts the availability of the general public to use the park, approval of the City Council will be required.” The fees for the requested use will be calculated at the Resident Discount rate of \$50 per hour for 3.5 hours in addition to a \$50 cleaning/damage bond;
- **Special Event Permit** - Following Council action on this item, the Special Event Permit application will be completed by the Community Development Department and final conditions of approval will be imposed for the proposed event pursuant to Duarte Development Code 19.124 (Temporary Use Permits).

Several items that Santa Teresita is requesting would require an actual fiscal outlay by the City and would not be considered part of the in-kind donations. They are as follows:

- **Traffic flow/road closures/crowd control** – The applicant is asking for exclusive use of Duarte Bike Trail from Buena Vista to Vineyard entailing multiple street closures at Buena Vista, Royal Oaks Drive North east and West and Mt. Olive as well as additional securing of trail. Based on this plan, Duarte Public Safety is recommending one sergeant, four deputies, four community services officers, one code compliance manager and two code compliance officers for this three-hour event. Emergency Medical response, if needed, would be provided by Los Angeles County Fire.

FISCAL IMPACT: The applicant is requesting that the City co-sponsor the event again this year and waive all permit fees totaling \$375. The permit fees that would be waived, if approved by Council, are listed below:

City Permit Fees Costs (Total)		\$375
<i>Waive Special Event Permit fee</i>	<i>\$25</i>	
<i>Waive Street Banner Permit fees</i>	<i>\$100</i>	
<i>Exclusive Trail Park Usage</i>	<i>\$250</i>	

The applicant will be required to reimburse the City for staff time related Public Safety (Crowd Control) Services, which is estimated at \$3,053.

ATTACHMENTS:

A - Race Route Map

B –Notification to Residents

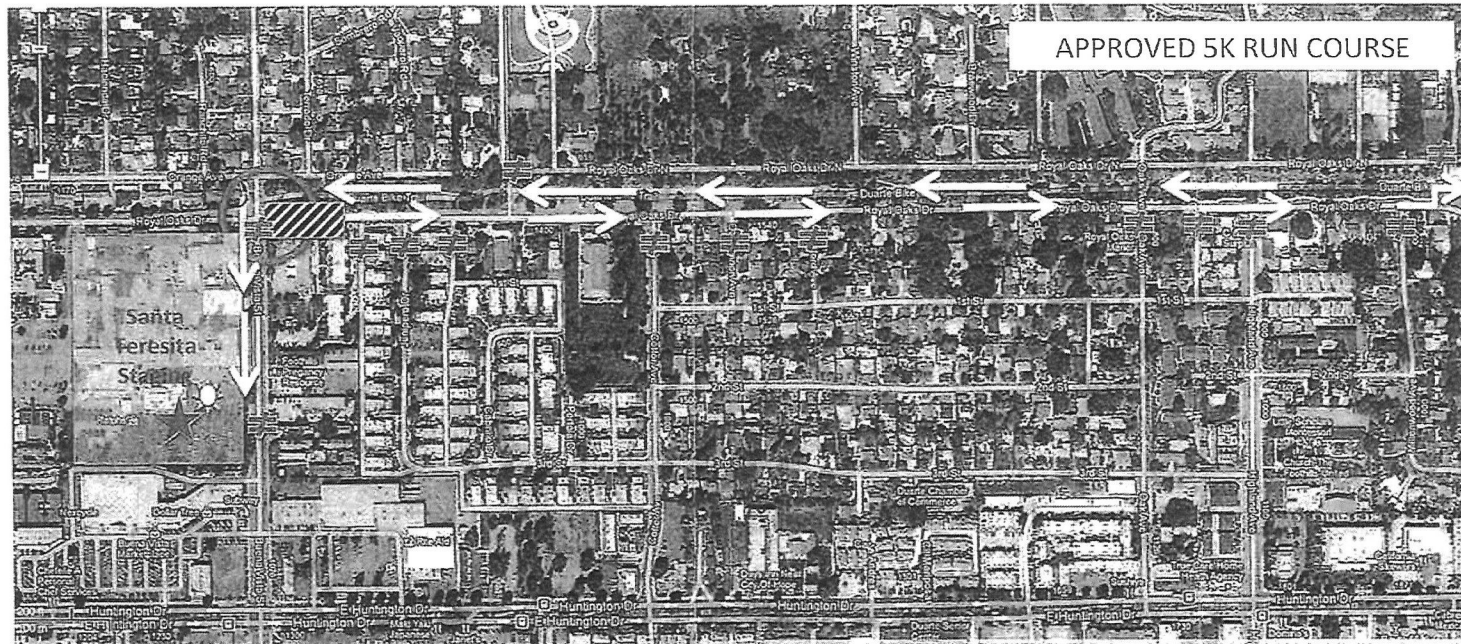


APPROVED 5K RUN COURSE

7:00 - parks
 7:30 - start up
 Cottle - Buena Vista
 Last person -> will - follow last person
 Signage -
 Run Run on Bike path only - alternate route

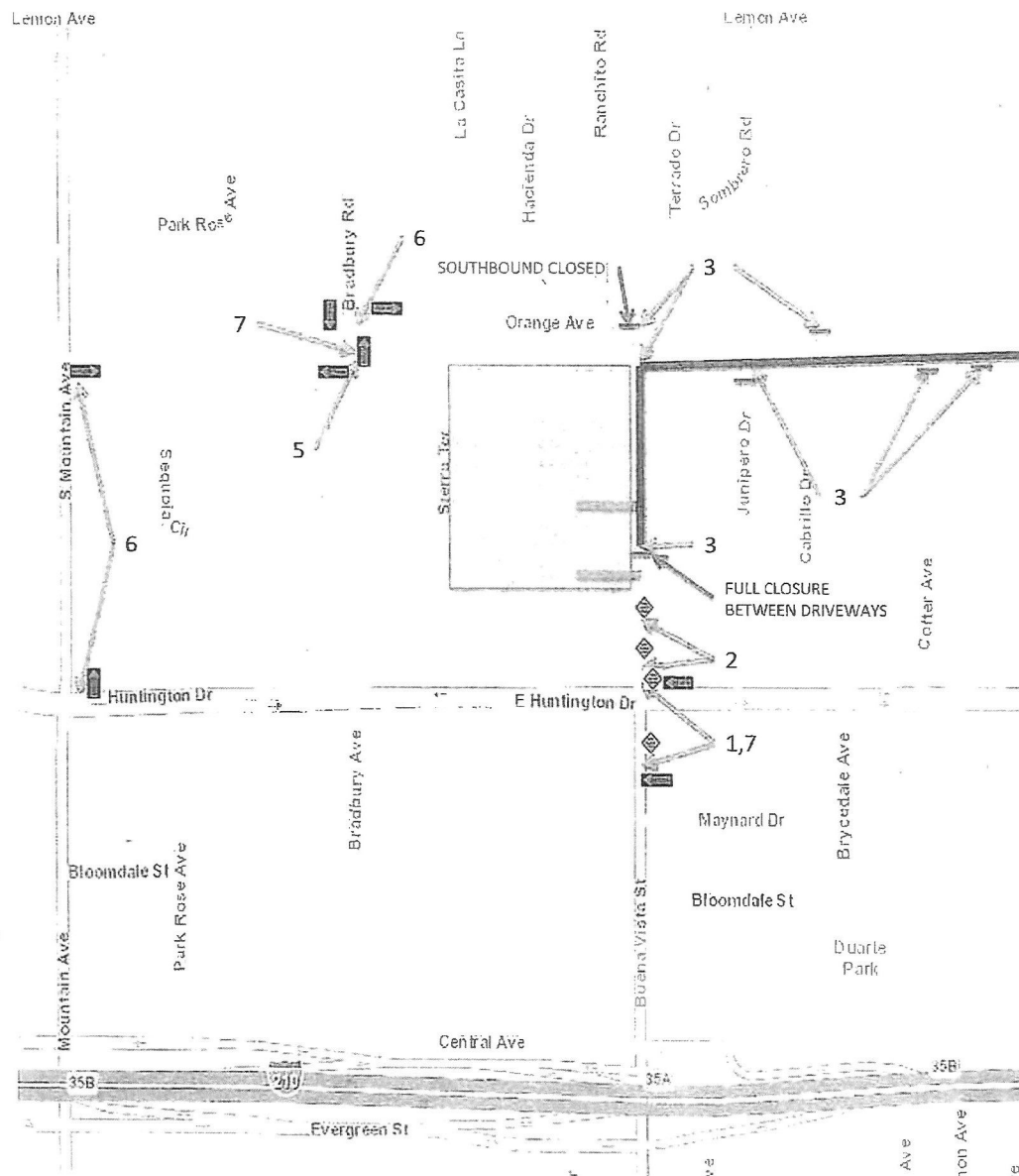
LEGEND

-  FINISH LINE
-  STARTING LINE
-  APPROVED 5K ROUTE
-  APPROVED BI-DIRECTIONAL 5K ROYAL OAKS TRAIL ONLY
-  TURN AROUND
-  PUBLIC SAFETY STAFF SOFT CLOSURE
-  HARD CLOSURE / BARRICADES



LEGEND

-  FINISH LINE
-  STARTING LINE
-  APPROVED 5K ROUTE
-  APPROVED BI-DIRECTIONAL 5K ROYAL OAKS TRAIL ONLY
-  TURN AROUND
-  PUBLIC SAFETY STAFF SOFT CLOSURE
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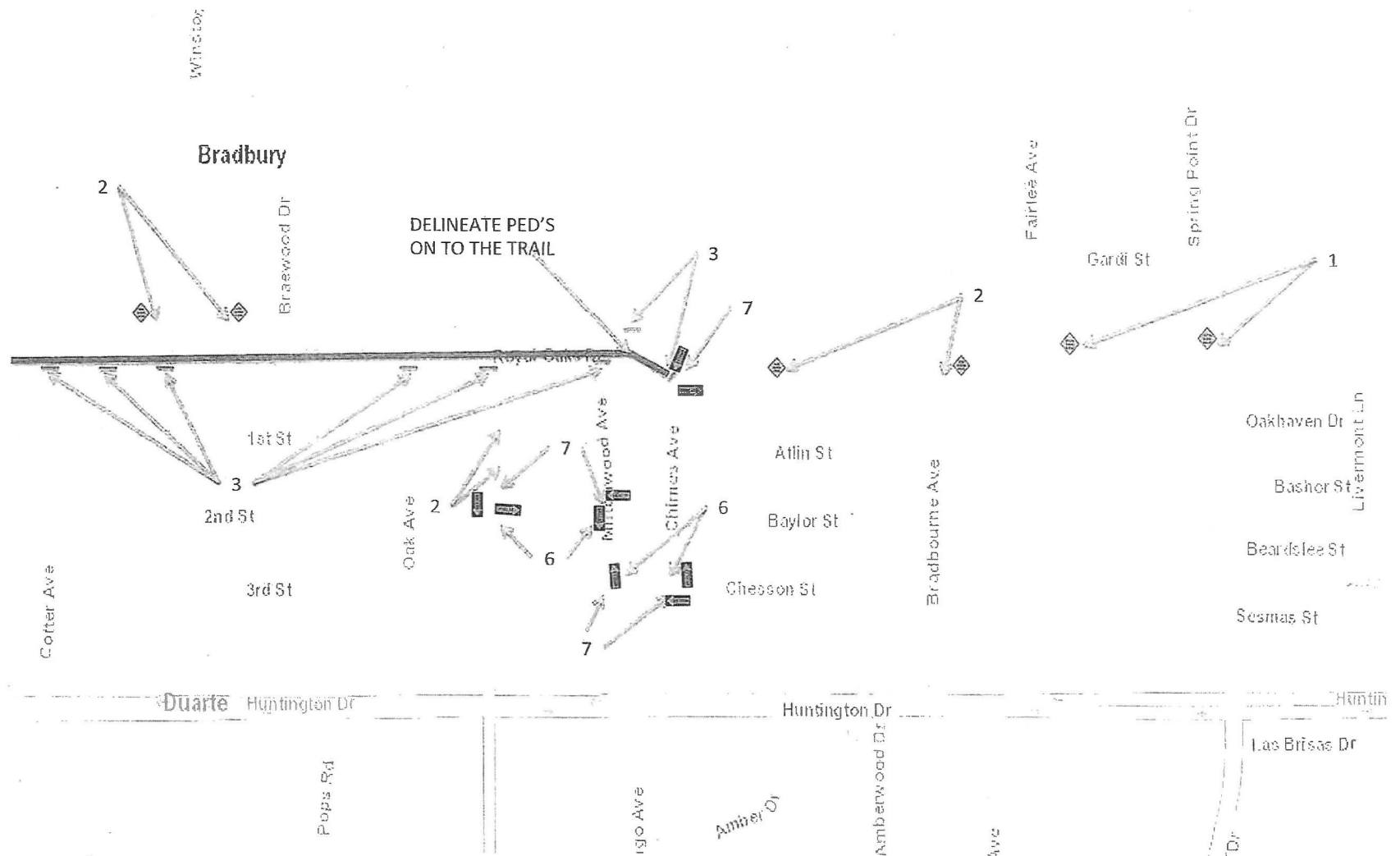


- 1  SC5 – SPECIAL EVENT AHEAD
- 2  W20-3 – ROAD CLOSED AHEAD
- 3  R11-2 – ROAD CLOSED ON TYPE III
- 4  R11-2 – ROAD CLOSED ON TYPE II
- 5  R11-4 – ROAD CLOSED TO THRU TRAFFIC ON TYPE II
- 6  M4-10R – DETOUR (R)
- 7  M4-10L – DETOUR (L)

 PROPOSED STREET CLOSURE

NOTE:
INSTALL BARRICADES TO DRIVEWAYS WITHIN THE
CLOSURE ROUTE.

NO PARKING SIGNS ON BUENA VISTA STREET AND
ROYAL OAKS DRIVE



- | | | | | | | | | | | | |
|---|--|--|---|--|---------------------------------|---|--|---|---|--|---------------------|
| 1 | | SCS - SPECIAL EVENT AHEAD
WIND MASTER | 3 | | R11-2 - ROAD CLOSED ON TYPE III | 5 | | R11-4 - ROAD CLOSED TO THRU
TRAFFIC ON TYPE II | 6 | | M4-10R - DETOUR (R) |
| 2 | | W20-3 - ROAD CLOSED AHEAD | 4 | | R11-2 - ROAD CLOSED ON TYPE II | | | PROPOSED STREET CLOSURE | 7 | | M4-10L - DETOUR (L) |



SAMPLE LETTER

March 1, 2019

Dear Neighbors,

With much joy Hayden Child Care announces its 10th annual Hayden 5K Run, Family Walk and Roll and Family Festival on Saturday, March 9, 2019 at 9:00am. The race will begin at 9:00 a.m., on Royal Oaks Drive just east of Buena Vista Street. Participants will run east on Royal Oaks Drive until the driveway of Royal Oaks North where they will enter the Duarte Recreation Trail and continue running east just past Mount Olive. They will turnabout near the elementary school and run back, westbound toward the finish line in the parking lot of Santa Teresita at 819 Buena Vista Street, Duarte. Following the race, we will have activities for all on the grounds of Santa Teresita until 1:30 p.m.

The purpose of this letter is two-fold. We would like to invite you to be a part of the day and to inform you there will be partial street closures and parking restrictions will be lifted. Please visit our website, www.hayden5k.com for details about the 5k and its registration. We anticipate parking to exceed our lot capacity. In the event that this is the case, participants may possibly park on or near your street. Royal Oaks Street will be closed from 7:00a.m. to approximately 10:00a.m. We hope this notification will help to avoid as much inconvenience as possible.

We look forward to our Hayden 5K Run, Family Walk and Roll and Family Festival and hope you will join us!

With gratitude,

Sister Celine
Site Supervisor

MEMORANDUM

TO: Mayor and Councilmembers

FROM: Darrell J. George, City Manager

DATE: February 21, 2019

SUBJECT: Conference Attendance – City Council Meeting of February 26, 2019



California Contract Cities
Annual Municipal Seminar
Indian Wells, California
May 17-19, 2019

Conference Cost: \$600 per person

Hotel Rate: \$214 per night



CALIFORNIA CONTRACT CITIES ASSOCIATION'S 60TH ANNUAL MUNICIPAL SEMINAR



EMBRACING CHANGE, UNITING COMMUNITIES

60th Annual Municipal Seminar

Registration is now open! The California Contract Cities Association is celebrating another year of collaborative governance. Join us at the Premier Municipal Seminar in Southern California May 17-19, 2019 at the Renaissance Indian Wells Resort and Spa.

Around the World in 18 Holes Golf Tournament

Stay tuned for registration information regarding our Thursday, May 16th Golf Tournament.

Table Top and Sponsorship Opportunities

The opportunity to purchase a table top will be rolled out from highest to lowest Associate Member level. Please keep a lookout for these emails so you don't miss your opportunity to purchase a table top.

Educational Sessions. Networking. Collaboration. Advocacy.

Every year CCCA provides informative talks and sessions geared toward the advancement of your cities.

Hotel Accommodations

Renaissance Indian Wells - Group Rate \$214 - SPACE IS LIMITED!

After you have completed your registration process, you will get a link to book your room reservation. Room reservations must be done only through that link or by contacting CCCA staff at (562) 622-5533. Group rate is only available to guests registered for our conference. Anyone booking directly with the hotel and not registered for the conference will be removed from our group list.

Registration Cost Per Person

\$600

California Contract Cities 60th Annual Municipal Seminar: Embracing Change, Uniting Communities

Agenda

Complete agenda coming soon!

Thursday, May 16, 2019

Golf Tournament

7:00 AM - 2:00 PM

Around the World in 18 Holes Indian Wells Golf Resort

Join us for our annual golf tournament in honor of incoming president Sandra Armenta. We are back at the conveniently located Indian Wells Golf Resort again this year. See you there!
Registration information will be sent via Constant Contact.

7:00 AM - 8:00 AM

Golf Registration and Continental Breakfast Indian Wells Golf Resort

8:00 AM - 2:00 PM

Golf Tournament Shotgun Start

No actual shotguns will be used.

2:00 PM - 4:00 PM

Golf Tournament Reception, Awards, and Raffle Indian Wells Golf Resort

Registration

3:00 PM - 5:00 PM

Registration Open Crystal Foyer

Reception

5:00 PM - 6:30 PM

Associate Member Appreciation Welcome Reception Cascade Landing Poolside

Friday, May 17, 2019

Registration

7:00 AM - 4:00 PM

Registration Open Crystal Foyer

Continental Breakfast

7:00 AM - 8:30 AM

Welcome Continental Breakfast Crystal Foyer

Newly Elected Breakfast

7:30 AM - 8:30 AM

Newly Elected Welcome Breakfast Cava Restaurant

Breakfast is by invitation only for newly elected officials.

General Session

8:30 AM - 9:00 AM

2019 Annual Municipal Seminar Welcome Crystal Ballroom

Business Session

9:00 AM - 9:30 AM

Annual Business Session and Awards Crystal Ballroom

General Session

9:30 AM - 10:30 AM

Session 1:
Crystal Ballroom

Networking Session

10:30 AM - 10:40 AM

Networking Break
Crystal Foyer

General Session

10:40 AM - 11:40 AM

Session 2:
Crystal Ballroom

Networking Session

11:40 AM - 11:50 AM

Networking Break
Crystal Foyer

Lunch Session

11:50 AM - 1:10 PM

Lunch Session:
Crystal Ballroom

Networking Session

1:10 PM - 1:20 PM

Networking Break
Crystal Foyer

General Session

1:20 PM - 2:20 PM

Session 4:
Crystal Ballroom

Networking Session

2:20 PM - 2:30 PM

Networking Break
Crystal Foyer

General Session

2:30 PM - 3:30 PM

Session 5:
Crystal Ballroom

Networking Break

3:30 PM - 3:40 PM

Networking Break
Crystal Foyer

Mandatory Training

3:40 PM - 5:40 PM

AB 1661: Harassment Prevention Training
Valencia

General Session

3:40 PM - 4:40 PM

Session 6:
Crystal Ballroom

Reception

4:45 PM - 6:15 PM

President-Elect's Reception
Crystal Foyer

Saturday, May 18, 2019

Registration

7:00 AM - 1:00 PM

Registration Opens
Crystal Foyer

General Session

8:00 AM - 9:00 AM

**Breakfast Session:
Crystal Ballroom****Networking Session**

9:00 AM - 9:10 AM

**Networking Break
Crystal Foyer****General Session**

9:10 AM - 10:10 AM

**Session 8:
Crystal Ballroom****Networking Session**

10:10 AM - 10:20 AM

**Networking Break
Crystal Foyer****General Session**

10:20 AM - 11:20 AM

**Session 9:
Crystal Ballroom****Networking Session**

11:20 AM - 11:30 AM

**Networking Break
Crystal Foyer****General Session**

11:30 AM - 12:30 PM

**Session 10:
Crystal Ballroom****Lunch Session**

12:30 PM - 2:30 PM

**Poolside Networking Luncheon
Rose Lawn****General Session**

2:30 PM - 4:30 PM

**AB 1234: Ethics Training
Valencia****Networking Session**

6:00 PM - 6:30 PM

**Installation Banquet Reception
Crystal Foyer****General Session**

6:30 PM - 8:15 PM

**Installation Banquet
Crystal Ballroom**

8:30 PM - 10:00 PM

**TNT Fireworks Show & Special Entertainment
Esmeralda Lawn**10:00 PM - 1:00 AM
(Sunday, May 19, 2019)**Entertainment Continues...
Stir Lounge**

Sunday, May 19, 2019

8:00 AM - 10:00 AM

**Getaway Brunch
Mountain View Room**

MEMORANDUM

TO: Darrell J. George, City Manager

FROM: Kristen Petersen, Assistant City Manager

DATE: February 21, 2019

SUBJECT: MID-YEAR BUDGET REPORT – FISCAL YEAR 2018/19

Background

In keeping with the schedule set forth in the City's budget calendar, staff has completed the mid-year budget projections for the 2018-19 fiscal year. The results of this process are presented in Attachment 1 to this report. The information in the attachment is organized by fund, and compares amounts budgeted to projected year-end revenues, expenditures and fund balances. This report also discusses certain budget amendments, which are summarized in Attachment 2.

General Fund

For 2018-19, the City adopted a General Fund budget that included a surplus of \$86,000. At mid-year, staff is estimating that the General Fund will reflect a surplus of \$2.1 million. In addition, the Housing Authority sold the former Burger King property and therefore was able to repay the General Fund the respective loan in the amount of \$1.4 million, which altogether will increase the reserves to \$10 million or 56% of the General Fund expenditures. There were several notable changes in revenue and expenditures that offset one another to result in this net change. Many of the factors contributing to the projected increases in revenues and expenses are described in further detail in the narrative below.

Revenues:

At year-end, total General Fund revenues are projected to be \$19.9 million. This amount represents an increase of \$2.7 million as compared to the adopted budget. However, \$2.1 million of this was the land sale proceeds from the Huntington Drive Properties. Once these land sale proceeds are taken out of the revenue analysis, the increase from the adopted budget is an increase of \$600,000. This increase was the result of several changes in revenue both positive and negative as discussed below.

Grant Revenue – You will recall that we were awarded and included in our original 2018-19 budget a Tobacco grant of \$66,000. Since that time, we have been awarded additional

Tobacco grant funding of \$120,000, \$250,000 for a CalVip grant and another \$59,000 for a Homeless Plan. Approximately \$100,000 of these grant funds will offset existing expenses, but the remaining amounts will be used to offset new expenses that are added to the programming specifically because we were awarded these grant funds.

Motor Vehicle License Fees – Motor Vehicle License Fees (MVLf) are distributed to local governments twice a year in two equal installments. This year's first payment of \$1.1 million was received in January. As a result, we are decreasing our projected MVLf revenue estimate to \$2.2 million, which is a \$275,000 decrease from the adopted budget. Our research has indicated that the revenue received in 2017/18 was particularly higher due to increased taxable property values that resulted from a misfiled property tax exemption. While we are not being required to return any funds from the prior year, the taxable property values this year include the properly filed property exemption thereby resulting in lower MVL fees than the prior year.

Interest Earnings – For the first time in a long time, we have some positive news on our interest earnings. LAIF's interest rate had increased from 1.2% in December of 2017 to 2.3% as of December 2018 and our fund balances were higher than projected due to delayed prior year public works projects and land sale proceeds received from recent land transactions. This resulted in an increase of \$88,000 in revenues.

One Time In Lieu Payment – The City received a one time in lieu payment of \$435,000 as part of the terms of the Disposition and Development Agreement for the development of 25 new Oliva townhomes on the Huntington Drive property located just west of Target.

Expenditures:

At year-end, total General Fund expenditures are projected to be \$17.8 million. This amount represents an increase of \$682,000, as compared to the adopted budget. Half of this cost increase can be attributed to the increased expenses that are a result of the additional grant funds received. The remainder is largely a result of legal expenses and projects that have been approved by City Council since the budget was originally adopted in June 2018. A discussion of these General Fund expenditure highlights is provided below.

Grant Funded Expenses – We have increased the expenses, particularly in Public Safety by more than \$300,000 to spend the new Tobacco and CalVip funds. Programs such as probation, youth programs, boxing and the Boys and Girls Club will benefit from the influx of these grant funds over the next two years.

Legal Expenses – When the budget was adopted in June 2018, Rutan & Tucker had said that the NPDES litigation would be completed. However, the litigation has continued and while we have a tentative decision, we currently do not anticipate a final decision until the end of this fiscal year. As a result, we have increased legal expenses by \$100,000 for the NPDES case. Please note that this does not include any funding for

future DPDES litigation. If an appeal is filed, legal counsel will need to estimate legal expenses and Council will need to decide at that time whether or not additional funding should be allocated. In addition, Silver and Wight have been working for the City on two particular code enforcement cases that we anticipate ending this fiscal year. Legal expenses have been increased by \$100,000 for these two cases. However, please note that on these two code enforcement cases the City can be awarded the reimbursement of legal expenses. Nonetheless, we anticipate that the timing of those reimbursements would more likely be in fiscal year 2019-20.

Holiday Street Décor – As part of the original 2018-19 budget, the Council approved \$25,000 for the purchase of Holiday Street décor. Since that time, the City of Hope generously waved the City's traditional contribution towards the cost of the Rose Parade float, freeing up \$15,000 for Holiday décor and an expanded Holiday Tree Lighting event. As a result, the City was able to purchase several Holiday items that decorated Huntington Drive particularly in front of the Civic Center during the Holiday Season. While the decorations were very well received by the community, the general consensus was that more decorations are needed. As a result, the mid year budget is recommending an increase of \$40,000 for the purchase of additional Holiday Street Décor items that will be used to expand the decorations further.

ALPR Camera Pilot Program – Expenses have been increased by \$20,000 for the City's share of the ALPR Camera project. Council approved the installation of an ALPR camera on Mt. Olive in partnership with the City of Bradbury in July 2018. Installation and activation of the pilot project was completed the first week of February. Staff will be reporting back to Council after a few months on the effectiveness and value.

Professional Services – City Council approved several contracts for professional services since the original budget was adopted. Morse Planning was hired to assist with the financial analysis of the sale of properties located on Huntington Drive west of Target. Kosmont Associates was hired in October 2018 to conduct an economic analysis related to properties in the Duarte Station Specific Plan Area. Environmental Planning Consultants was hired in November 2018 to update the City's Hazard Mitigation Plan. Altogether these contracts increase expenses by \$96,000.

Repairs and Rehabilitation – The Rehabilitation of the Encanto Park Restrooms was originally budgeted in 2017-18. However, completion of the project was delayed until 2018-19 and as a result, expenses in 2018-19 were increased by \$30,000. Both restrooms were remodeled, brought into compliance with current ADA standards and reopened in November 2018. In October 2018, a drinking fountain in City Hall malfunctioned and substantial water damage resulted. Total costs of the damage were more than \$25,000, however insurance covered the incident and so expenses were only increased by \$5,000, which is the City's deductible. To free up space in the City Manager's office for the new Council Aide, the Field Services Manager was moved to the Community Center office area. Expenses were increased by \$27,000 so that the Community Center Offices and Conference room could be reconfigured and remodeled. This included the removal of an

accordion wall, installation of a permanent wall and the purchase of a new conference table and chairs. It also entailed the construction of four permanent office stations that now house the Field Services Manager, Facilities Maintenance Supervisor and contracted IT staff.

Independence Day Community Celebration – As discussed at the Mid Year Budget Workshop, City Council is interested in holding some kind of Independence Day Celebration. Council discussed that they would like for there to be an opportunity for involvement and fundraising for local nonprofit organizations and that the event may include items like; a Fireworks show, live entertainment and/or food both. Staff reported that a decision about the fireworks portion must be made by the end of March, because a contract must be signed with the fireworks vendor at that time. The Mid year budget includes an increase in Special Community Events of \$68,000 as a placeholder and an item will be placed on the City Council agenda to discuss the item further.

Other City Funds

In addition to the General Fund, the City maintains 18 other capital, debt service, and special revenue funds.

Bus Stop Enhancement Grant – The City was awarded \$39,000 for the improvement of 8 bus stops. Expenses and revenues have been increased in the Capital Improvement Fund accordingly. An assessment of bus stops was conducted and improvements were prioritized based on accessibility in particular. This grant is an annual program and staff anticipates that we will be able to continue working to improve bus stops in the City as we apply for funding for future improvements in future years.

Supplemental Law Enforcement (COPS) – Approximately \$49,000 more in COPS funds are expected to come in than projected when the 2018/19 budget was adopted. These funds will be spent on the Contract law enforcement contract with the LA County Sheriff's Department. This effectively reduces the portion that the General Fund pays towards the contract by \$49,000.

Housing Authority Funds – Several properties owned by the Housing Authority were sold this last year as part of the large mixed-use Huntington Project. 1415, 1423 and 1437 were sold for approximately \$3.7 million. A loan to the general fund of \$1.4 million was repaid from this amount and the remaining \$2.3 million will be held in the Housing Authority Fund for the development of affordable housing.

Gas Tax Funds – The Mid Year budget gas tax expenses have been increased by approximately \$148,000 to provide for costs related to the delay in the Royal Oaks Signal project that carried over from the prior year budget and to allow for some of the public works projects that are coming in higher than the engineer's estimates.

For the most part, it is projected at mid-year that the rest of the Other City Funds will reflect conditions at year-end that are not significantly different than those planned for when the budget was adopted.

Recommendation

It is recommended that the City Council receive and file the mid-year budget report, and approve the corresponding budget amendments as delineated in Attachment 2.

Attachment 1
BUDGET 2018-19

	FY 2018-19 Budget	Proposed Amendments	FY 2018-19 Amended Budget	FY 2018-19 Estimated Actual
GENERAL FUND				
Revenues:				
Property tax	1,810,000		1,810,000	1,810,000
Sales tax	5,452,000		5,452,000	5,480,000
Franchise tax	980,000		980,000	990,000
Business license tax	320,000		320,000	320,000
Other taxes	214,000		214,000	175,000
Building permits	700,000		700,000	700,000
Other licenses & permits	358,000		358,000	365,000
Interest	26,000		26,000	114,000
Other uses of money & property	238,300		238,300	257,500
Motor vehicle in lieu fees	2,500,000	(275,000)	2,225,000	2,224,500
Other intergovernmental	279,700	429,000	708,700	722,100
Recreation fees	424,000		424,000	408,200
Other service charges	423,500		423,500	426,900
Fines & forfeitures	360,000		360,000	360,000
Miscellaneous revenues	2,097,200	2,364,000	4,461,200	4,505,400
Reimbursements from other funds	1,000,900		1,000,900	1,025,300
Transfers in from other funds	-		-	-
Total Revenues	17,183,600	2,518,000	19,701,600	19,883,900
Expenditures:				
City council	144,800		144,800	146,400
City manager	1,161,000		1,161,000	1,161,000
Legal services	267,000	180,000	447,000	455,000
Com. Promotions & memberships	296,400	132,000	428,400	426,400
Public safety	5,670,200	282,000	5,952,200	5,942,800
Community development	2,148,600	100,000	2,248,600	2,250,100
Field services	986,900	(90,000)	896,900	895,700
Parks and recreation	2,101,500		2,101,500	2,093,200
Facilities maintenance	901,400	100,000	1,001,400	1,001,700
Administrative services	2,570,700		2,570,700	2,535,900
Transfers out to other funds	849,100	22,000	871,100	871,300
Total Expenditures	17,097,600	726,000	17,823,600	17,779,500
Revenues Over (Under) Expenditures	86,000	1,792,000	1,878,000	2,104,400
Beginning Fund Balance	6,500,000		6,500,000	6,500,000
Estimated Ending Fund Balance	6,586,000		8,378,000	8,604,400
		Housing Fund Repayment of BK property		1,388,000
				9,992,400

OTHER FUNDS

STATE GASOLINE TAX

Revenues:

Interest	-	-	25,400
Gasoline tax	492,700	492,700	470,500
Total Revenues	492,700	492,700	495,900

Expenditures:

Miscellaneous projects	592,000	120,000	712,000	702,000
Reimbursement to General Fund	148,000	28,000	176,000	175,500
Total Expenditures	740,000	148,000	888,000	877,500

Revenues Over (Under) Expenditures	(247,300)	(148,000)	(395,300)	(381,600)
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Beginning Fund Balance	1,947,172	1,947,172	1,947,172
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Ending Fund Balance	1,699,872	1,551,872	1,565,572
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SB1/RMRA

Revenues:

Interest	2,500	2,500	3,000
RMRA	368,700	368,700	349,100
Total Revenues	371,200	371,200	352,100

Expenditures:

Street Improvements	-	-	-	
Other Capital Improvements	125,700	16,000	141,700	141,700
Reimbursement to General Fund	31,400	4,000	35,400	35,400
Total Expenditures	157,100	20,000	177,100	177,100

Revenues Over (Under) Expenditures	214,100	(20,000)	194,100	175,000
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Beginning Fund Balance	129,394	129,394	129,394
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Ending Fund Balance	343,494	323,494	304,394
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LIGHTING AND LANDSCAPE

Revenues:

Transfers in - general fund	480,700	22,000	502,700	502,900
Assessments & other	974,194	-	974,194	960,200
Total Revenues	1,454,894	22,000	1,476,894	1,463,100

Expenditures:

City-wide lighting	325,900	18,000	343,900	340,900
City-wide landscape	841,500	-	841,500	835,000
Landscape zones	312,200	5,000	317,200	321,200
Total Expenditures	1,479,600	23,000	1,502,600	1,497,100

Revenues Over (Under) Expenditures	(24,706)	(1,000)	(25,706)	(34,000)
Beginning Fund Balance	155,252		155,252	155,252
Ending Fund Balance	130,546		129,546	121,252

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	220,000		220,000	220,000
Total Revenues	220,000	-	220,000	220,000
Expenditures:				
Street Improvements	170,000		170,000	190,000
ADA Improvements	50,000		50,000	28,600
Other	-		-	1,400
Total Expenditures	220,000	-	220,000	220,000
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

PAEG FEES

Revenues:				
Interest Earnings	-		-	-
Fees	32,000		32,000	32,000
Total Revenues	32,000		32,000	32,000
Expenditures:				
Other Expenses	-		-	-
Total Expenditures	-		-	-
Revenues Over (Under) Expenditures	32,000		32,000	32,000
Beginning Fund Balance	(59,457)		(59,457)	(59,457)
Ending Fund Balance	(27,457)		(27,457)	(27,457)

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:				
Interest	300		300	600
Entitlement	154,700	45,000	199,700	200,000
Total Revenues	155,000	45,000	200,000	200,600
Expenditures:				

Special events patrol	20,000	-	20,000	20,000
Contract law enforcement	135,000	45,000	180,000	180,600
Total Expenditures	155,000	45,000	200,000	200,600
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

BICYCLE & PEDESTRIAN SAFETY

Revenues:				
Interest	-	-	-	-
Entitlement	14,500		14,500	14,500
Total Revenues	14,500		14,500	14,500
Expenditures:				
Sidewalk improvements	14,400		14,400	14,500
Total Expenditures	14,400		14,400	14,500
Revenues Over (Under) Expenditures	100		100	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	100		100	-

AIR QUALITY MANAGEMENT

Revenues:				
Interest	700		700	700
Entitlement	29,500		29,500	29,500
Total Revenues	30,200		30,200	30,200
Expenditures:				
Vehicles	22,000		22,000	20,100
Other	-		-	-
Reimbursement to General Fund	5,500		5,500	5,000
Total Expenditures	27,500		27,500	25,100
Revenues Over (Under) Expenditures	2,700		2,700	5,100
Beginning Fund Balance	64,337		64,337	64,337
Ending Fund Balance	67,037		67,037	69,437

QUIMBY ACT

Revenues:				
Interest	-		-	1,000

Assessments	-	-	-
Total Revenues	-	-	1,000
Expenditures:			
Park improvements	3,000	3,000	3,000
Transfers out - cash flow	-	-	-
Total Expenditures	3,000	3,000	3,000
Revenues Over (Under) Expenditures	(3,000)	(3,000)	(2,000)
Beginning Fund Balance	54,021	54,021	54,021
Ending Fund Balance	51,021	51,021	52,021

TRANSPORTATION - PROPOSITION A

Revenues:			
Interest	15,000	15,000	30,000
Entitlement	435,000	435,000	448,000
Purchased Entitlements	-	-	-
NTD Entitlement	38,000	38,000	38,000
Reimbursements	330,700	330,700	311,900
Total Revenues	818,700	818,700	827,900
Expenditures:			
Reimbursement - General Fund	104,000	104,000	104,000
Transit services	714,700	13,000	727,700
Total Expenditures	818,700	13,000	827,900
Revenues Over (Under) Expenditures	-	(13,000)	-
Beginning Fund Balance	2,220,996	2,220,996	2,220,996
Ending Fund Balance	2,220,996	2,207,996	2,220,996

TRANSPORTATION - PROPOSITION C

Revenues:			
Interest	2,400	2,400	5,000
Entitlement	352,000	352,000	372,000
Total Revenues	354,400	354,400	377,000
Expenditures:			
Reimbursements	340,700	340,700	321,900
Other	-	-	-
Total Expenditures	340,700	340,700	321,900
Revenues Over (Under) Expenditures	13,700	13,700	55,100
Beginning Fund Balance	201,034	201,034	201,034

Ending Fund Balance	214,734	214,734	256,134
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MEASURE R LOCAL RETURN

Revenues:			
Interest	10,000	10,000	10,000
Other	268,800	268,800	280,000
Total Revenues	278,800	278,800	290,000
Expenditures:			
Reimbursements	62,500	62,500	62,200
Capital Improvements	250,000	61,000	311,000
Total Expenditures	312,500	61,000	373,200
Revenues Over (Under) Expenditures	(33,700)	(61,000)	(83,200)
Beginning Fund Balance	1,161,864	1,161,864	1,161,864
Ending Fund Balance	1,128,164	1,067,164	1,078,664

MEASURE M LOCAL RETURN

Revenues:			
Interest	2,000	2,000	5,500
Other	290,400	290,400	290,400
Total Revenues	292,400	292,400	295,900
Expenditures:			
Reimbursements	46,300	46,300	40,000
Capital Improvements	185,000	185,000	170,000
Total Expenditures	231,300	231,300	210,000
Revenues Over (Under) Expenditures	61,100	61,100	85,900
Beginning Fund Balance	234,050	234,050	234,050
Ending Fund Balance	295,150	295,150	319,950

TOWN CENTER DEBT SERVICE

Revenues:			
Interest	5,000	5,000	10,000
Transfers in	-	-	-
Total Revenues	5,000	5,000	10,000
Expenditures:			
Interest expense	12,400	12,400	12,400
Principal payment	138,800	138,800	138,800
Other	1,700	1,700	1,700
Total Expenditures	152,900	152,900	152,900

Revenues Over (Under) Expenditures	(147,900)	(147,900)	(142,900)
Beginning Fund Balance	702,466	702,466	702,466
Ending Fund Balance	554,566	554,566	559,566

COMMUNITY IMPROVEMENT

Revenues:			
Interest	-	-	2,500
Circulation Impact Fee	-	-	400,000
Bus Stop Enhancement grant	-	-	42,000
Total Revenues	-	-	444,500

Expenditures:			
Other Capital Improvements	-	-	81,000
Transfers Out - General Fund	-	-	-
Total Expenditures	-	-	81,000

Revenues Over (Under) Expenditures	-	-	363,500
Beginning Fund Balance	41,982	41,982	41,982
Ending Fund Balance	41,982	41,982	405,482

INCLUSIONARY HOUSING

Revenues:			
Interest	4,000	4,000	9,000
Assesments	-	-	-
Total Revenues	4,000	4,000	9,000

Expenditures:			
Other expenses	-	-	-
Total Expenditures	-	-	-

Revenues Over (Under) Expenditures	4,000	4,000	9,000
Beginning Fund Balance	509,502	509,502	509,502
Ending Fund Balance	513,502	513,502	518,502

LA CO METRO (STPL)

Revenues:			
Interest	2,000	2,000	5,000
Assesments	-	-	380,000
Total Revenues	2,000	2,000	385,000

Expenditures:				
Other expenses	385,000		385,000	385,000
Total Expenditures	385,000		385,000	385,000
Revenues Over (Under) Expenditures	(383,000)		(383,000)	-
Beginning Fund Balance	379,590		379,590	379,590
Ending Fund Balance	(3,410)		(3,410)	379,590

HOUSING AUTHORITY

Revenues:				
Interest	1,000	-	1,000	66,600
Transfer In Affordable Housing	368,400	-	368,400	368,400
Gain on Sale of Land	-	1,134,300	1,134,300	1,134,300
Cash Value of Land Sold	-	1,271,500	1,271,500	1,271,500
Other Revenue	500	-	500	500
Total Revenues	369,900	2,405,800	2,775,700	2,841,300
Expenditures:				
Meeting Stipends	4,400	-	4,400	4,100
Professional Services	-	20,000	20,000	20,000
Legal Counsel	-	-	-	-
Other	-	3,700	3,700	3,700
Total Expenditures	4,400	23,700	28,100	27,800
Revenues Over (Under) Expenditures	365,500	2,382,100	2,747,600	2,813,500
Beginning Fund Balance	1,242,444		1,242,444	1,242,444
Ending Fund Balance	1,607,944		3,990,044	4,055,944

Attachment 2**PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2018 - 2019**

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GENERAL FUND			
Motor Vehicle License Fee			
Decrease MVLF due to prior yr overpmt & projection adjustment	100-4601	(275,000)	
Grant Program Revenues			
Increase due to CalVIP and additional Tobacco grants	100-4611	370,000	
Local Grant Revenues			
Increase due to Homeless Plan grant	100-4618	59,000	
Other Revenue			
Increase due to In Lieu Pmt per Hunt Residential Project	100-5004	250,000	
Gain on Sale of Land			
Increase due to Sale of Land for Huntington Mixed Use Project	100-5007	2,114,000	
Legal Services			
Increase due to Code Enforcement litigation	1015-7684		90,000
Increase due to NPDES litigation	1015-7686		90,000
Community Promotions			
Increase for a new banner program	1020-7712		10,000
Decrease to transfer Rose Float funds to Holiday event/décor	1020-7714		(15,000)
Increase for Holiday lighting event and Décor	1020-7716		15,000
Increase for Additional Holiday Décor purchase	1020-7716		40,000
Increase for Independence Day Fireworks Event	1020-7716		68,000
Increase for traffic study for Route 66 Parade	1020-7717		4,000
Increase for adding Constant Contract Module	1020-7722		10,000
Public Safety			
Increase for Homeless Outreach Plan (grant funded)	1205-7760		47,000
Increase Youth Programs (CalVIP and Tobacco grant funded)	1205-7779		13,000
Decrease due to additional COPS funds for offsetting contract costs	1205-7781		(49,000)
Increase Probation for overtime (CalVIP grant funded)	1205-7783		26,000
Increase for B & G Club and APU (CalVIP and Tobacco grant funded)	1205-7980		225,000
Increase for ALPR camera pilot program	1205-8100		20,000
Community Development			
Increase Professional Services for Hazard Mitigation Plan (EPC)	1405-7965		25,000
Increase Professional Services for City of Hope EIR	1405-7965		10,000
Increase Professional Svcs for Huntington Dr DDA (Morse Planning)	1405-7965		30,000
Increase Econ Dev Analysis at Station Square (Kosmont)	1405-7975		35,000
Field Services			
Decrease Personnel costs due to Staff being out on Workers Comp	1410-7002		(90,000)

Facilities			
Increase for Encanto Park ADA restrooms (delayed from prior yr)	1610-8100		30,000
Increase for flood damage in City Hall (insurance deductible)	1610-8100		5,000
Increase for Community Ctr office/conference room	1610-8100		27,000
Increase for Pool deck maintenance	1610-8100		15,000
Increase for City Hall ADA front door replacement	1610-8100		23,000
Personnel			
Increase for Independent recruitment for P&R Director	1810-7671		22,000
Information Technology			
Increase for new computers for new positions	1815-7980		7,000
Vehicle Replacement			
Decrease due to decision to defer Animal Control Truck purchase	1830-8100		(29,000)
Transfers Out			
Increase for increased costs in Citywide L&L District	1905-9020		22,000
		2,518,000	726,000
GENERAL FUND NET CHANGE	1,792,000		
GAS TAX FUND			
Increase for RO traffic signal delayed from prior year	2205-8100		40,000
Increase for street restriping project	2210-7812		30,000
Increase for 20% administrative reimbursement	2215-8610		28,000
Increase for battery backup costs coming in higher than estimate	2225-8100		50,000
		-	148,000
Gas Tax Fund Net Change	(148,000)		
SB1/RMRA FUND			
Increase for street rehab costs coming in higher than estimate	2250-8100		16,000
Increase for 20% administrative reimbursement	2250-8610		4,000
		-	20,000
SB1/RMRA Fund Net Change	(20,000)		
LIGHTING & LANDSCAPE FUND			
Increased transfer in from General Fund	240-6901	22,000	
Increase for higher electricity costs	2405-7876		18,000
Increase for higher water costs	2421-7835		2,000
Increase for higher water costs	2427-7835		3,000
		22,000	23,000
Lighting & Landscape Fund Net Change	(1,000)		
SUPPLEMENTAL LAW ENFORCEMENT FUND			
Increase for more than projected revenue	290-4605	45,000	
Increase in projected expenses	2905-7781		45,000
		45,000	45,000
Supplemental Law Enforcement Fund Net Change	0		

PROPOSITION A FUND

Increase for Bus Stop Enhancement Program match

4425-8100		13,000
	<u>0</u>	<u>13,000</u>

Proposition A Fund Net Change**(13,000)****MEASURE R FUND**

Increase for sidewalk improvements coming in higher than estimate

4705-8060		61,000
	<u>0</u>	<u>61,000</u>

Measure R Fund Net Change**(61,000)****COMMUNITY IMPROVEMENT FUND**

Increase for Foothill BSEP grant

620-4613 39,000

Increase for recycled asphalt grant

620-4613 42,000

Increase for BSEP expenses

6205-8100 39,000

Increase for street improvement expenses using recycling grant

6220-8070		42,000
	<u>81,000</u>	<u>81,000</u>

Supplemental Law Enforcement Fund Net Change**0****HOUSING AUTHORITY FUND**

Increase for Gain on Sale of Land for Hunt Dr Mixed Use Project

680-5007 564,000

Increase for Gain on Sale of Land for Hunt Dr Mixed Use Project

681-5007 516,000

Increase for Housing Strategy Update (Karen Warner)

6805-7965 20,000

Increase for cost of land sold Huntington Drive Mixed Use Project

6805-7971 2,000

Increase for cost of land sold Huntington Drive Mixed Use Project

6815-7971		1,700
	<u>1,080,000</u>	<u>23,700</u>

Housing Authority Fund Net Change**1,056,300**