



MEMORANDUM

TO: City Council
FROM: City Manager
DATE: February 17, 2022
SUBJECT: Comments on Agenda Items, Meeting of February 22, 2022

ITEM 4.A. (Special Items). The Mayor's Youth Council will provide an update to the City Council.

ITEM 4.B. (Special Items). Staff will provide the Public Safety Department Status Update.

ITEM 4.C. (Special Items). The City Council will receive a presentation on the "Duarte 2021 Homeless Census Report." A representative from City Net, the organization that performed the Census in partnership with the City and issued the report, will provide the presentation.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 22-08, which would accept six parcel totaling 8,453 square feet on Cinco Robles Drive. The City of Hope (COH) is dedicating the parcels to the City in relation to COH's current campus expansion project.

ITEM 7.H. (Consent Calendar). Staff is recommending that the City Council award the FY 2021-22 Street Rehabilitation Project to Sequel Contractors Inc. The project cost is \$551,028.50, which includes a 10 percent contingency, and is included in the FY 2021-22 adopted budget.

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council award the Traffic & Street Improvement Project (Huntington Drive and Highland Avenue) to PALP dba Excel Paving. The project cost, which include a 10 percent contingency, is \$338,335.80, and is included in the FY 2021-22 adopted budget.

ITEM 7.J. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to execute and agreement between the City and the Duarte Unified School District for use of the City's Fitness Center pool for eh 2022 swim season. The City and DUSD have traditionally entered into such an agreement, as it enables Duarte High School's swim team to utilize the City pool facility for practices and swim meets.

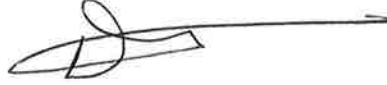
ITEM 7.K. (Consent Calendar). Staff is recommending that the City Council approve a letter of support for a \$748 million State budget appropriation request to complete the Foothill Gold Line light rail project from Glendora to Montclair. The support letter would be sent to Governor Newsom and several members of the California Legislature.

ITEM 7.L. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 22-09, which would adopt the list of street resurfacing projects to be funded under Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017, during FY 2022-23.

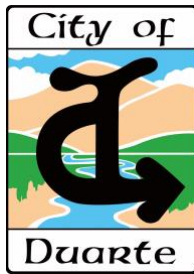
ITEM 9.A. (Public Hearings). Staff is recommending that the City Council introduce for first reading Ordinance 907, which would amend the Duarte Development Code by establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement the recently enacted State law known as Senate Bill 9 (SB 9).

ITEM 10.A. (Business Items). Staff is recommending that the City Council receive and file the FY 2021-22 Mid-Year Budget Report, as well as adopt a number of budget amendments as detailed in the Report.

Respectfully submitted,

A handwritten signature in black ink, consisting of a stylized 'D' followed by a horizontal line that extends to the right.

Dr. Daniel Jordan
City Manager



PUBLIC SAFETY STATUS REPORT February 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently down 36.99% year to date. We have started out the year with every category either down or unchanged in comparison to the same time frame as last year.
2. Special Assignment Team	The Special Assignment team is currently working on Community Outreach events and to that end we have scheduled a coffee with a deputy on March 16 th from 2-3:30PM at the Starbucks located at the corner of Huntington Drive and Buena Vista Street..
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed. We are currently servicing one female adult in this program. This program ends in May of 2022.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony is currently working with Irwindale and LAHSA to conduct the homeless count on February 22.
3. Riverbed Areas	The Army Corps of Engineers and the City of Azusa are currently working on planning and organizing a clean up in the riverbed north of Huntington Drive.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145

PROJECT/PROGRAM		STATUS	
	Azusa - 243		
<u>EMERGENCY PREPAREDNESS</u>			
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.		

DUARTE 2021 HOMELESS CENSUS REPORT

PRESENTED BY CITY NET



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SPECIAL THANKS

City Net thanks the city of Duarte, the Duarte Public Safety Department and the Los Angeles County Sheriff's Department for their help conducting this census and for their tireless efforts to support and empower homeless neighbors in the city. Additionally, we thank the dozens of homeless individuals who voluntarily agreed to participate in the census. Our hope is that this data will prove to be useful in connecting these homeless neighbors to resources including shelter and housing.

ABOUT THE CENSUS



PURPOSE

City Net was contracted by the city of Duarte to organize and implement a homeless census to:

1. Identify a baseline number of individuals living without housing against which to measure all homelessness prevention and intervention efforts.
2. Determine the demographic, asset, and other special characteristics of individuals without housing to better inform resource allocation.

OVERVIEW

The Duarte Homeless Census was conducted by City Net over two occasions, in the early morning of October 12, 2021, and the late evening of October 14, 2021.

The Duarte Homeless Census is a distinct but complementary project from the HUD-mandated, county-wide Point In Time Count. The census allows for a city-specific focus with more time, staff resources, and local questions than is generally possible within the framework of the Point in Time Count.



METHODOLOGY

During the census, multiple teams were deployed with a Los Angeles County Sheriff's Officer. Each Officer was paired with at least one City Net surveyor. Each surveyor's area was indicated on assigned maps and mapped ahead of time. Specific locations where homeless individuals were known to gather or sleep were highlighted so that these areas could be prioritized during the census. Because the goal of this project was a comprehensive census, even those areas on the teams' maps where no homeless individuals were known to gather or sleep were visited, including residential areas where homeless individuals are rarely seen.

Teams were deployed from the Duarte Public Safety Department twice during the census week. Homeless individuals who did not wish to answer the survey questions were simply counted. Responses from participants, including timestamps and geolocations, were captured electronically through a secure GIS survey application. Duplicates were removed after the completion of the census by comparing names and age ranges.

LIMITATIONS

The terms "disability" and "addiction" were not defined in the survey, so the data in these categories do not necessarily represent diagnosable conditions, but only respondents' self-perceptions of the condition. Also, the only way to identify duplicates in the census was to compare the names and ages of those who chose to complete the survey. Because the census occurred over multiple days, unsheltered individuals who chose not to complete the survey may have been counted more than once, and artificial inflation of the count, therefore, cannot be ruled out. The margin of error for the 2021 unsheltered data points ranges between 0.00% and 4.67%. Some percentage totals in this report may appear to be above or below 100.0% due to rounding.

KEY RESULTS

TOTAL UNSHELTERED COUNT

69

The Census identified 69 unsheltered individuals in the city of Duarte, including four accompanied minors.

REFUSED SURVEY

Yes
27.7%

No
72.3%

n = 65

72.3% of the 65 unsheltered adults who were identified during the Census agreed to participate in a survey.

CURRENT SLEEPING SITUATION

61.7%

38.3%

Streets

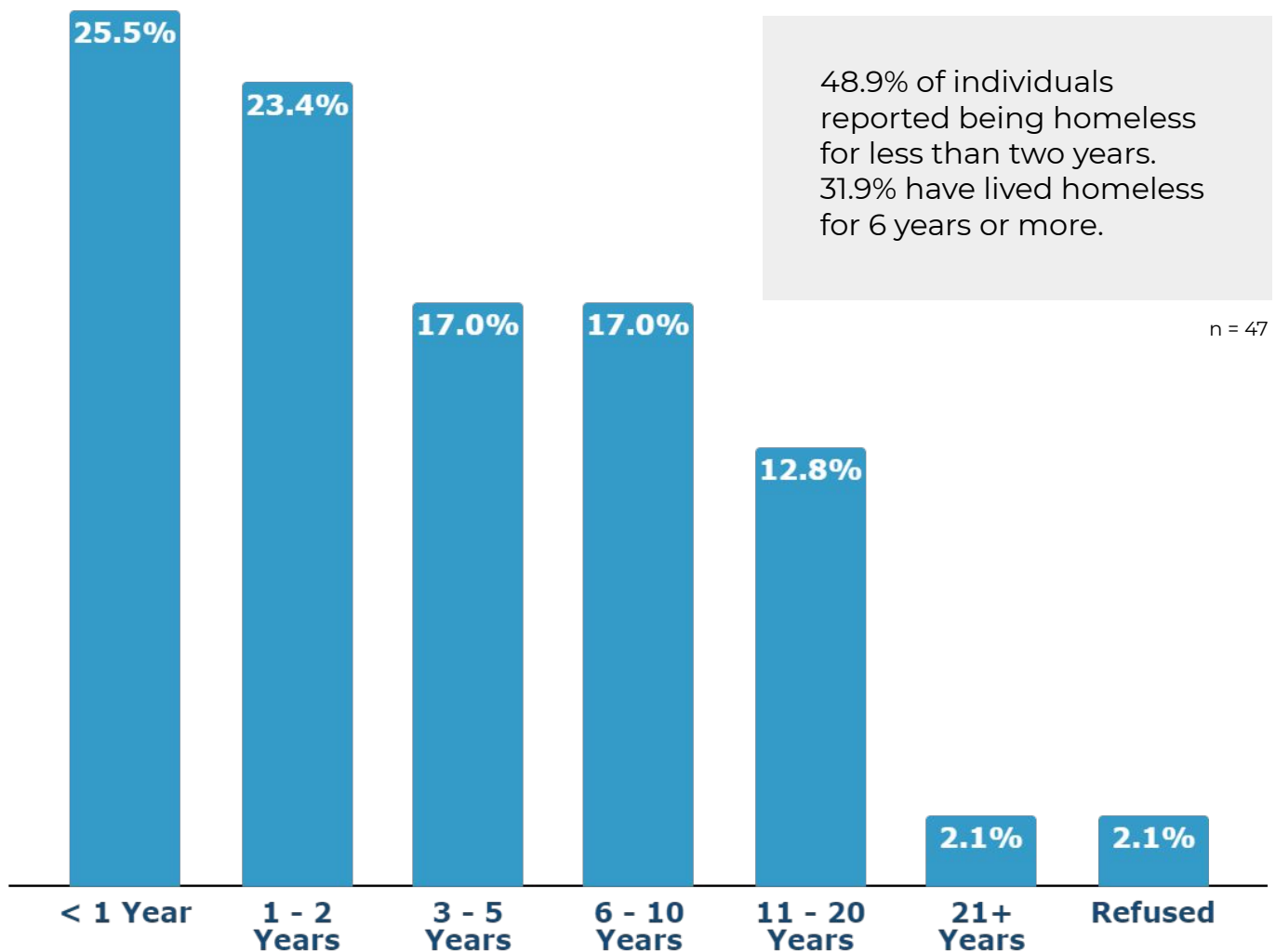
Vehicle/RV

61.7% of respondents reported that they were currently living on the streets, while 38.3% reported living in a vehicle or RV.

n = 47

KEY RESULTS

DURATION OF HOMELESSNESS

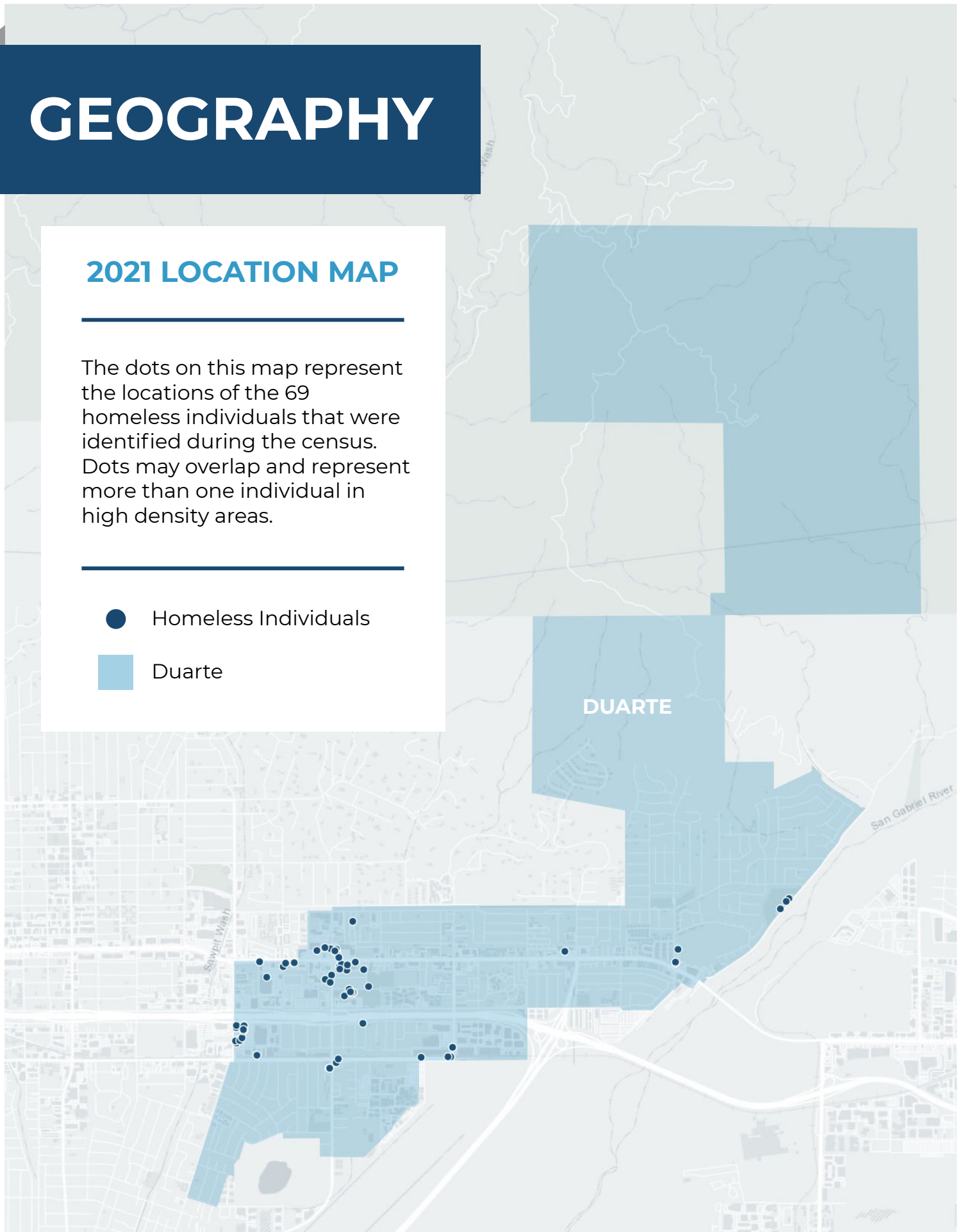


GEOGRAPHY

2021 LOCATION MAP

The dots on this map represent the locations of the 69 homeless individuals that were identified during the census. Dots may overlap and represent more than one individual in high density areas.

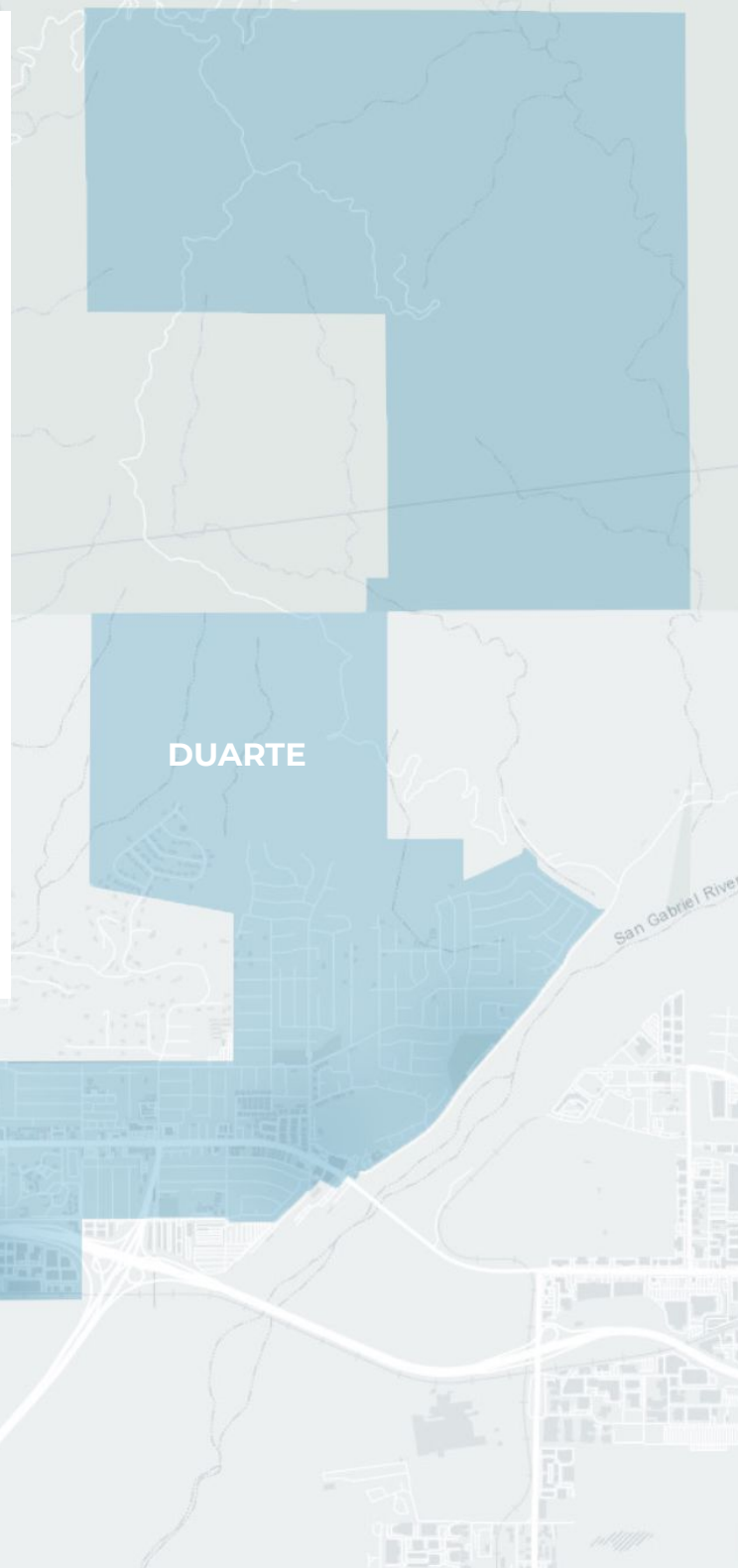
- Homeless Individuals
- Duarte



GEOGRAPHY

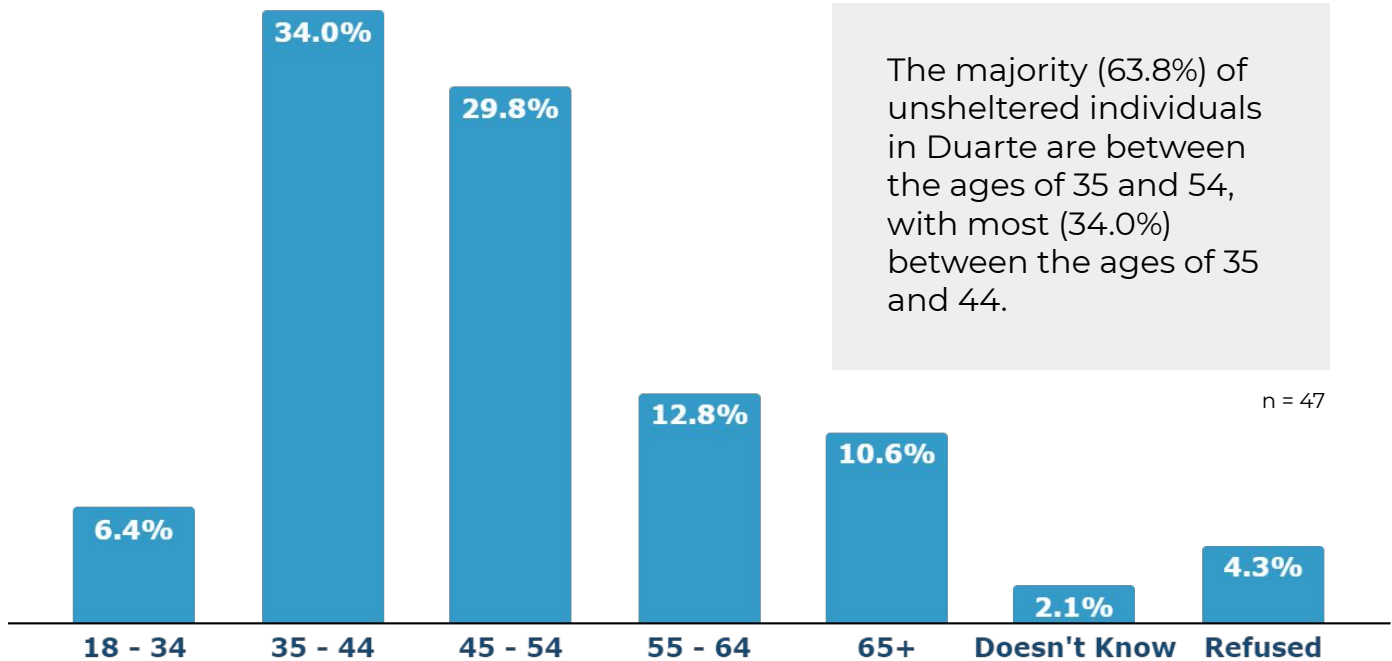
2021 HEAT MAP

This heat map shows the relative density of homeless individuals in Duarte. The darker the color, the higher the density. The greatest densities of homeless individuals were engaged at the intersection of Huntington Dr. and Buena Vista St. and the Walmart on Mountain Ave.

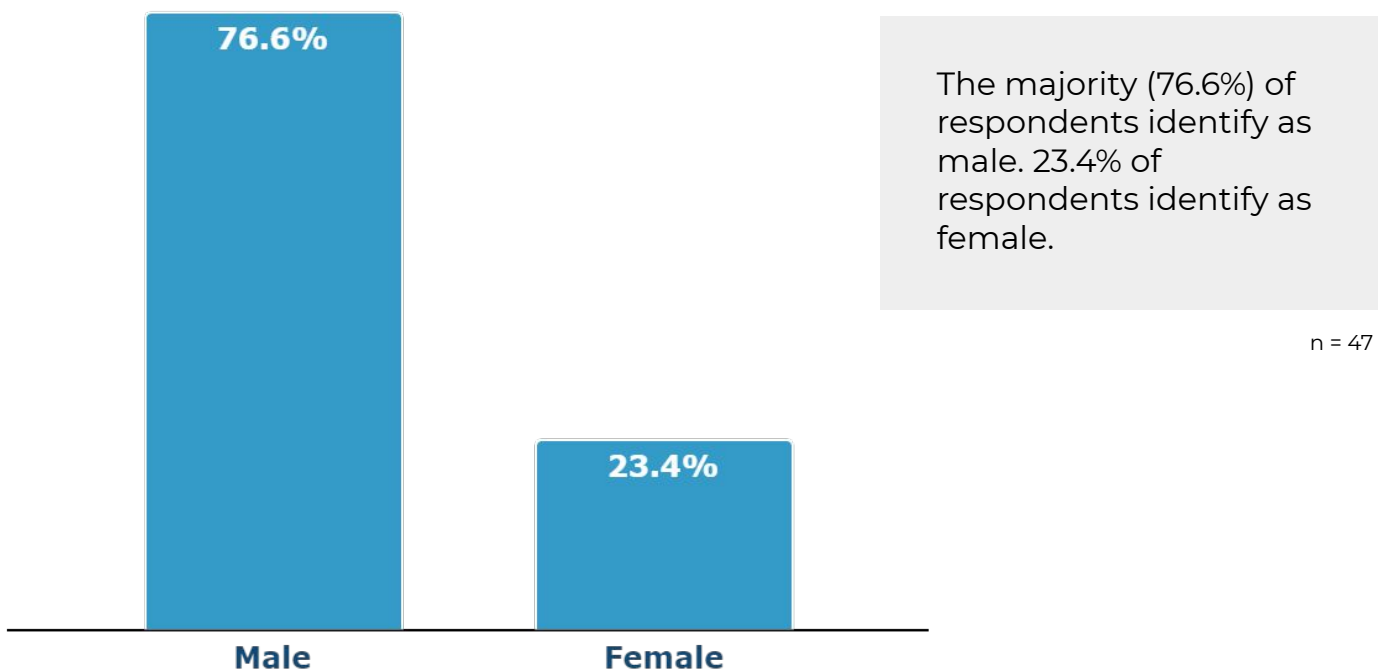


DEMOGRAPHICS

AGE

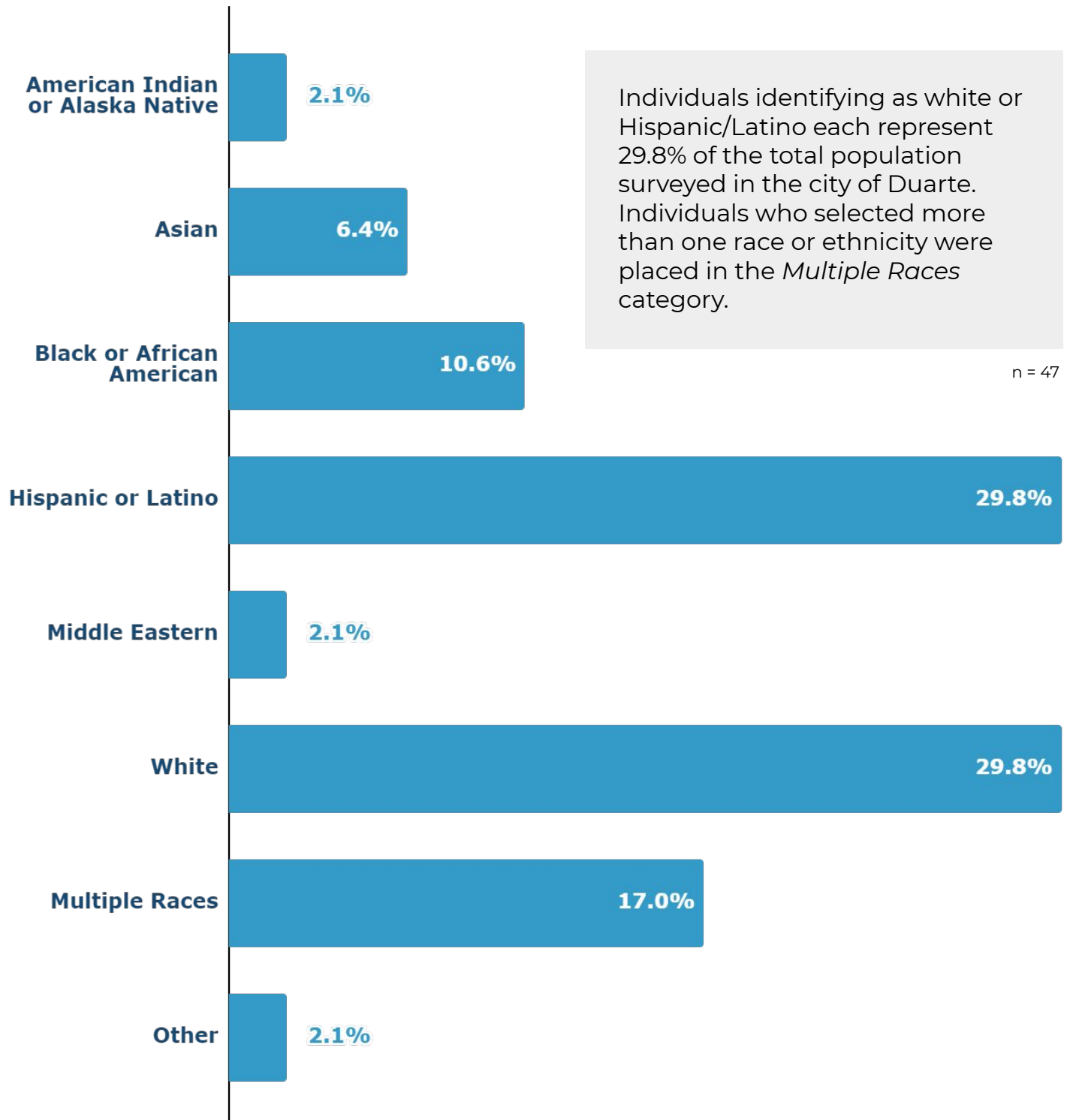


GENDER



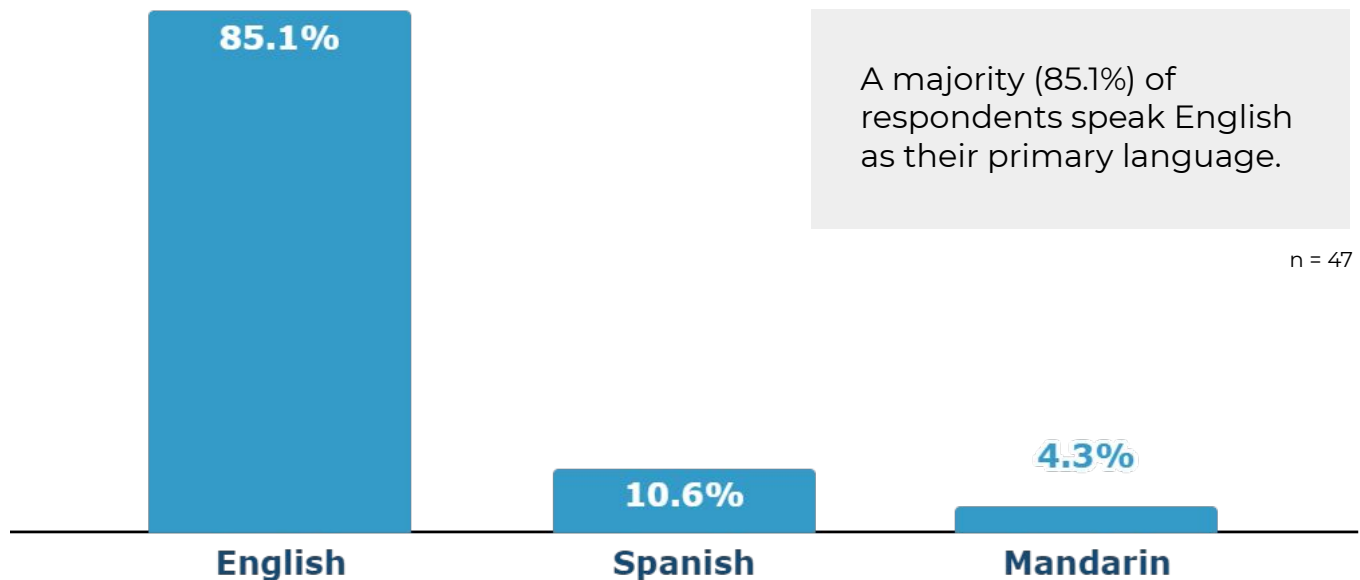
DEMOGRAPHICS

RACE & ETHNICITY

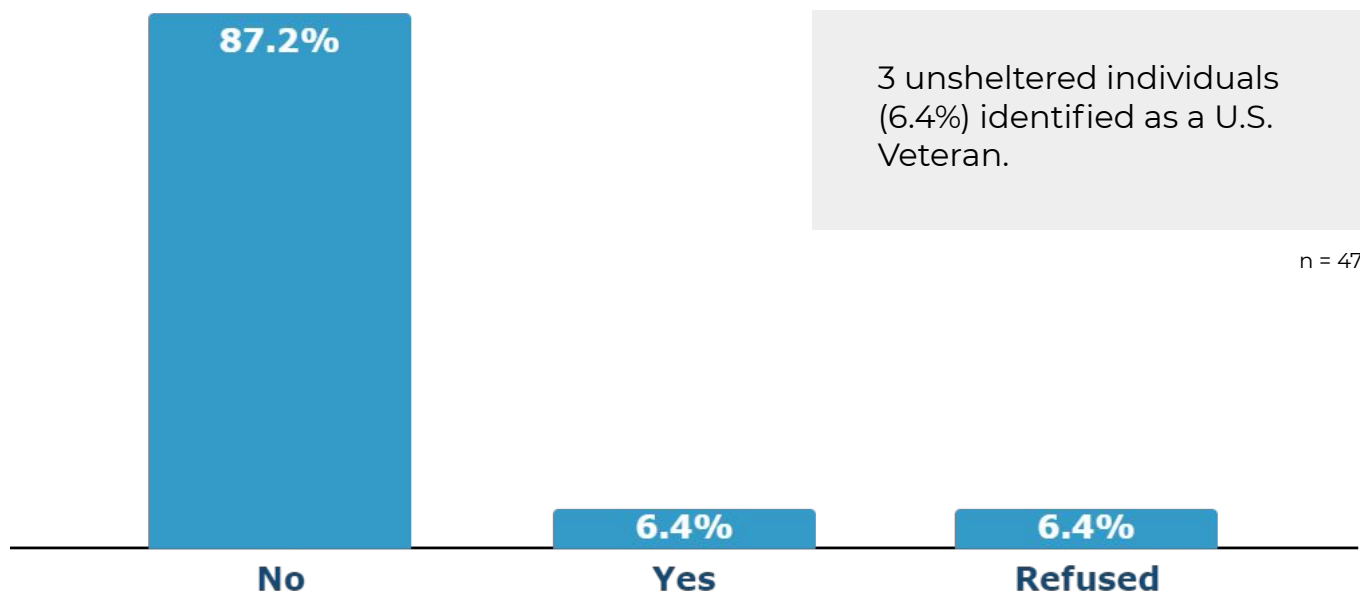


DEMOGRAPHICS

PRIMARY LANGUAGE

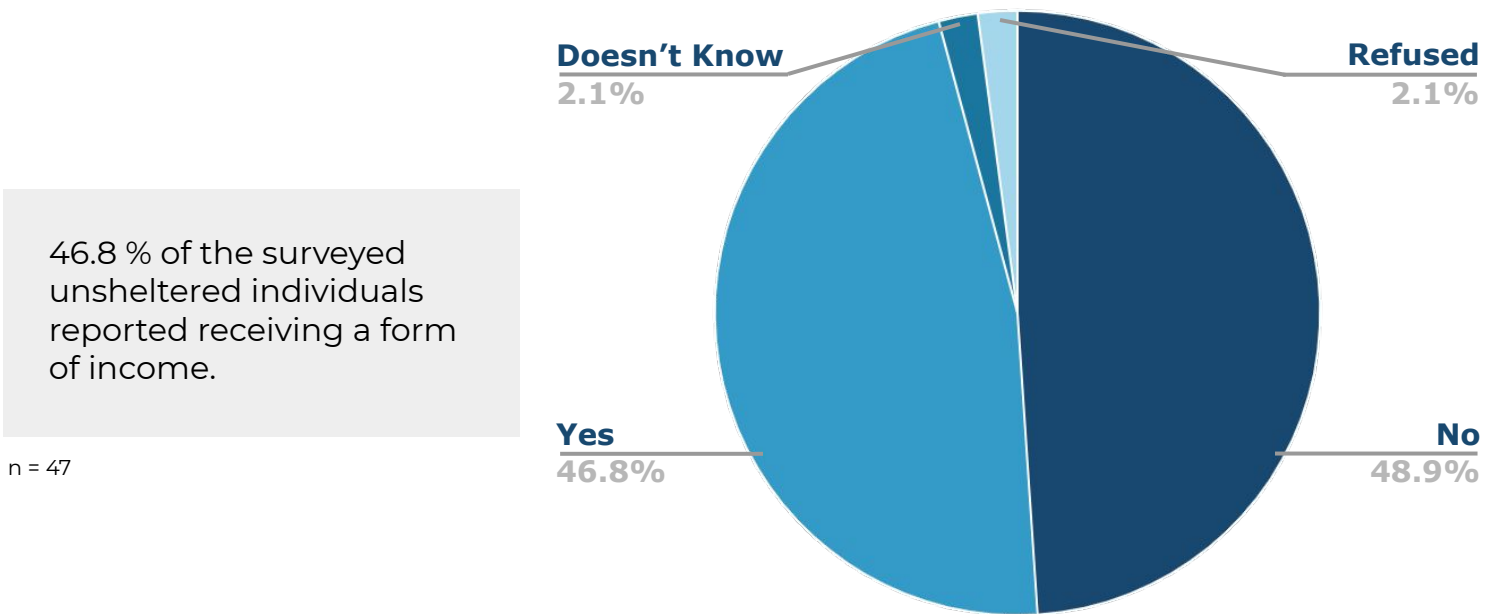


U.S. MILITARY VETERAN

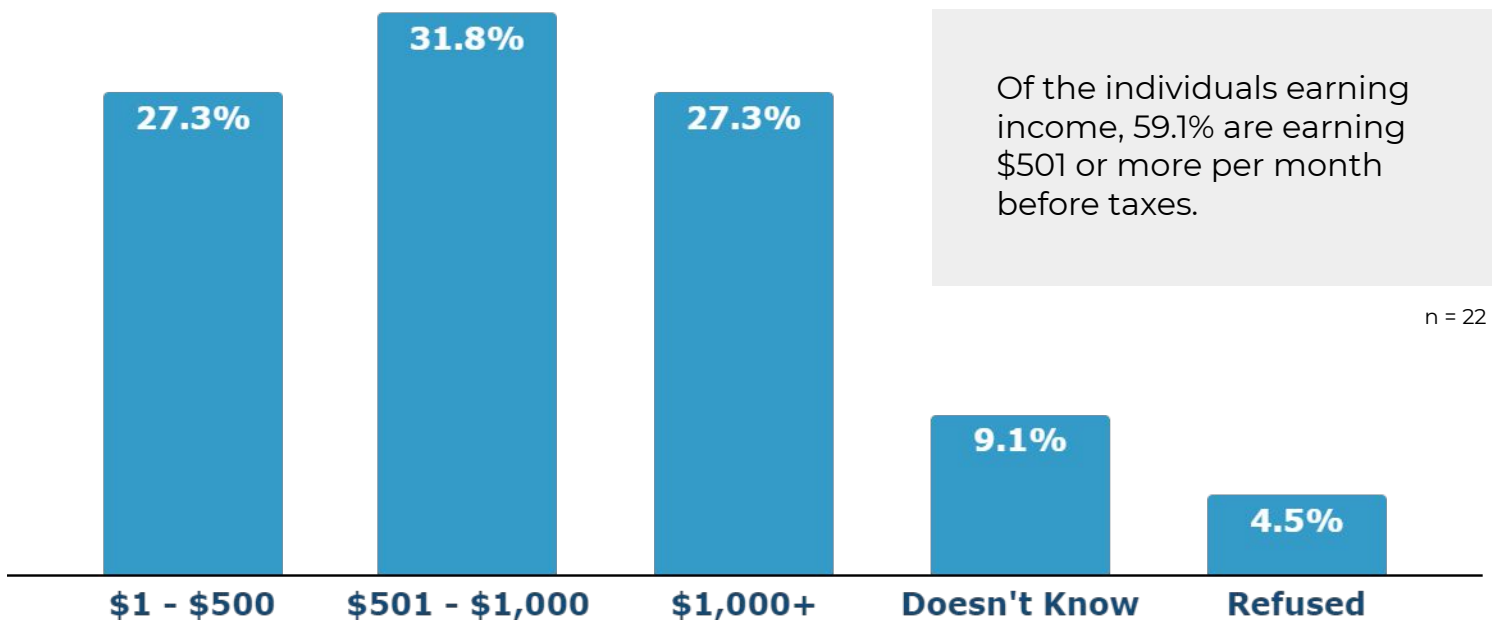


INCOME

RECEIVING INCOME

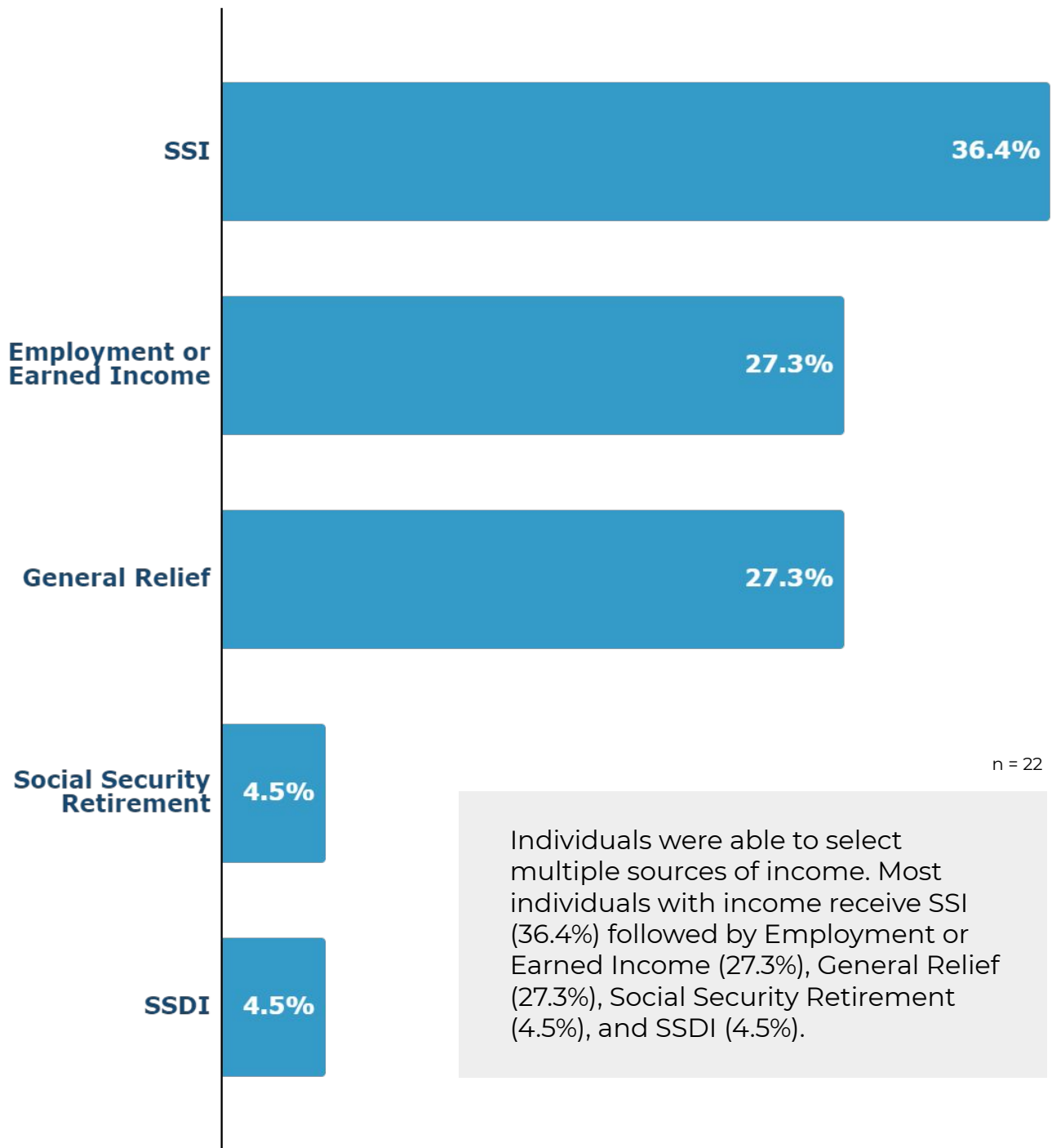


GROSS MONTHLY INCOME BEFORE TAXES



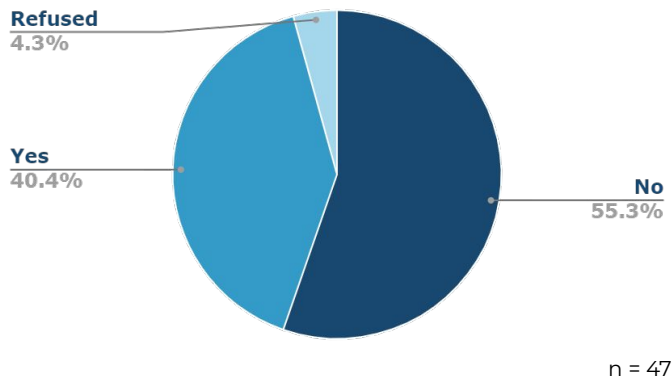
INCOME

SOURCE OF INCOME



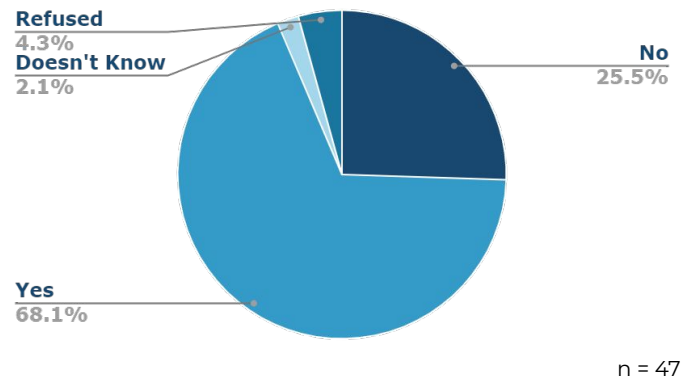
BENEFITS

CALFRESH



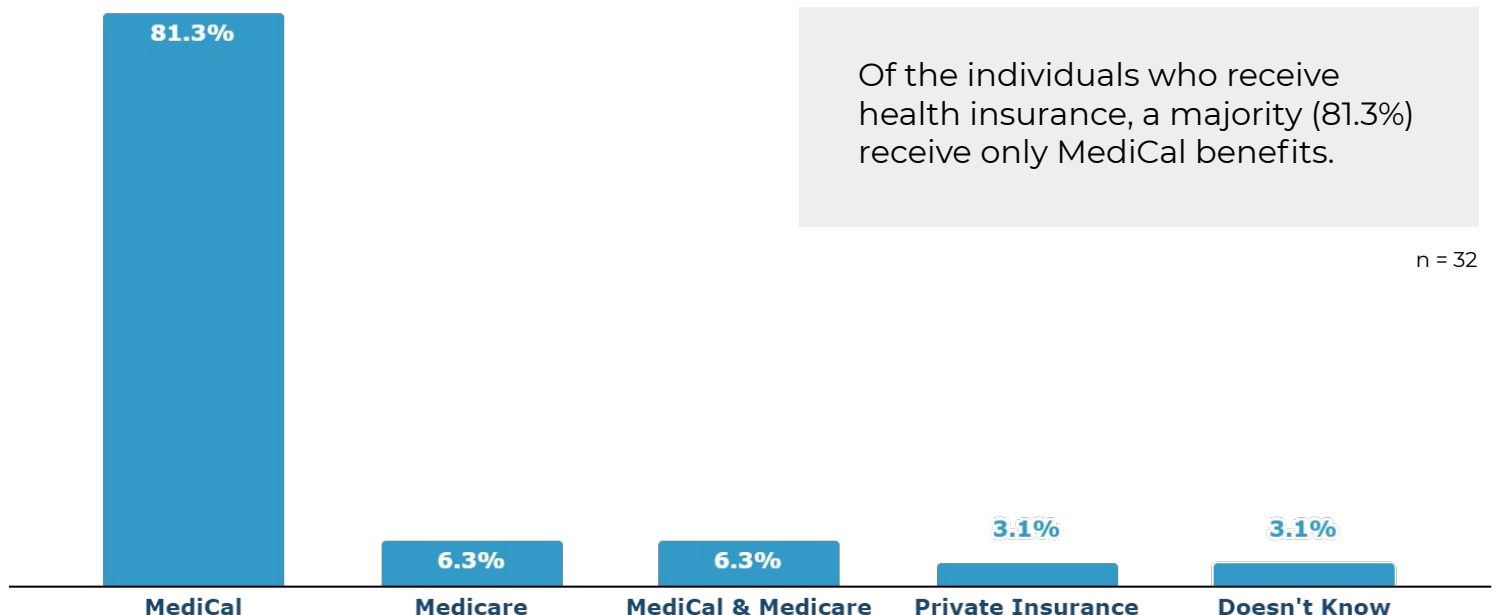
40.4% of surveyed individuals receive CalFresh. More than half (55.3%) are not receiving CalFresh.

HEALTH INSURANCE



Most (68.1%) respondents reported that they are receiving health insurance.

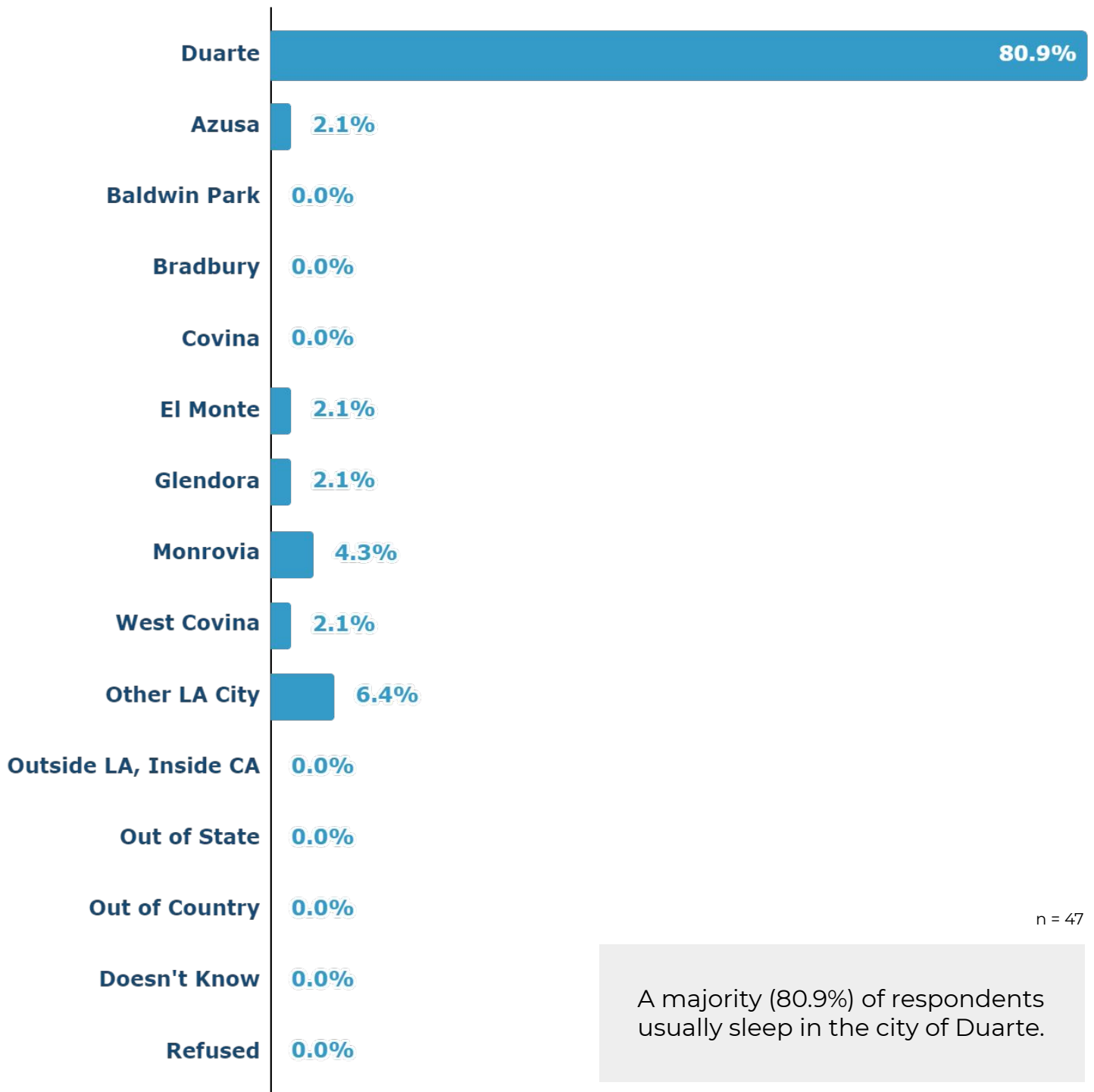
TYPE OF HEALTH INSURANCE



Of the individuals who receive health insurance, a majority (81.3%) receive only MediCal benefits.

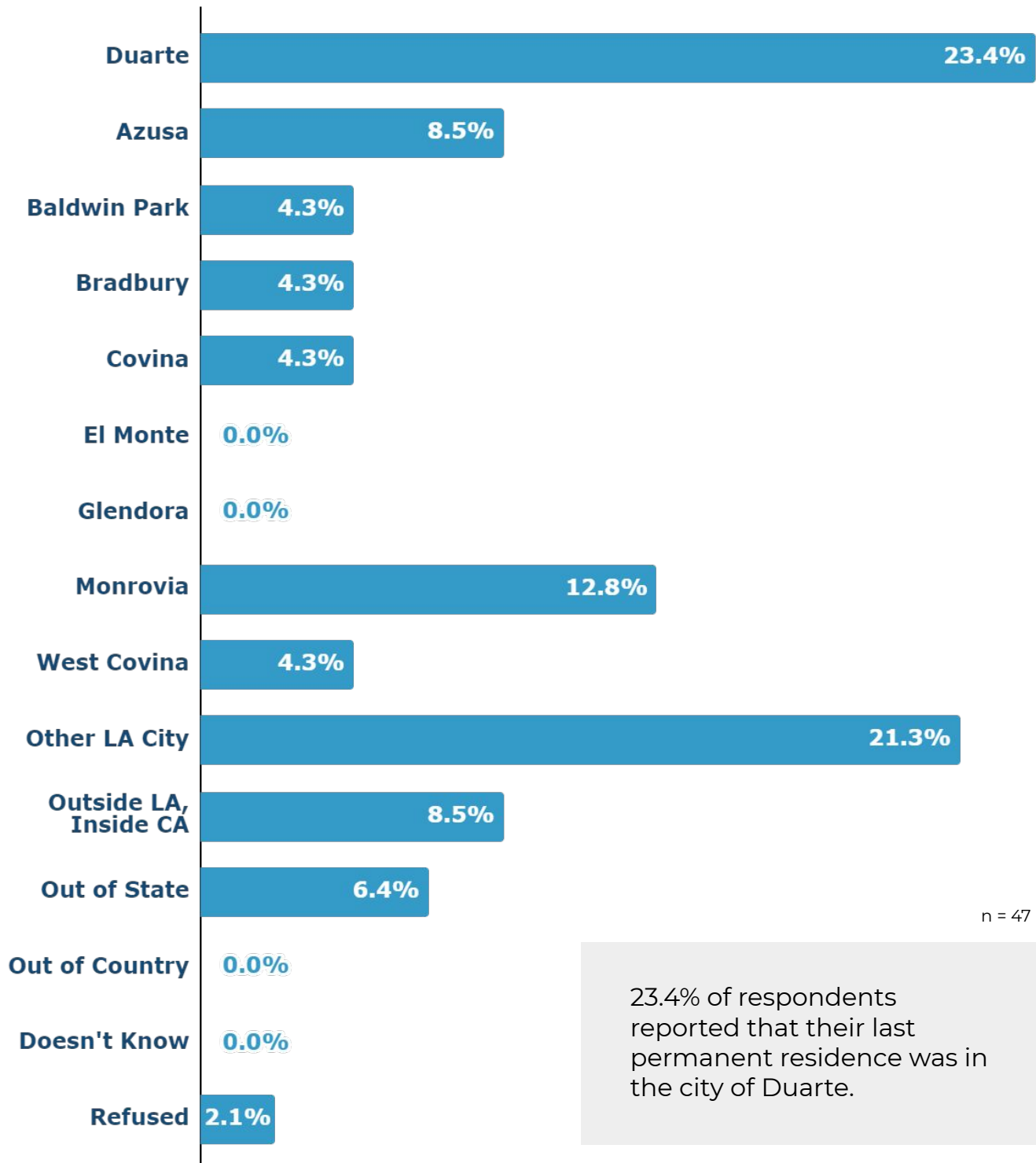
COMMUNITY TIES

CITY WHERE RESPONDENT USUALLY SLEEPS



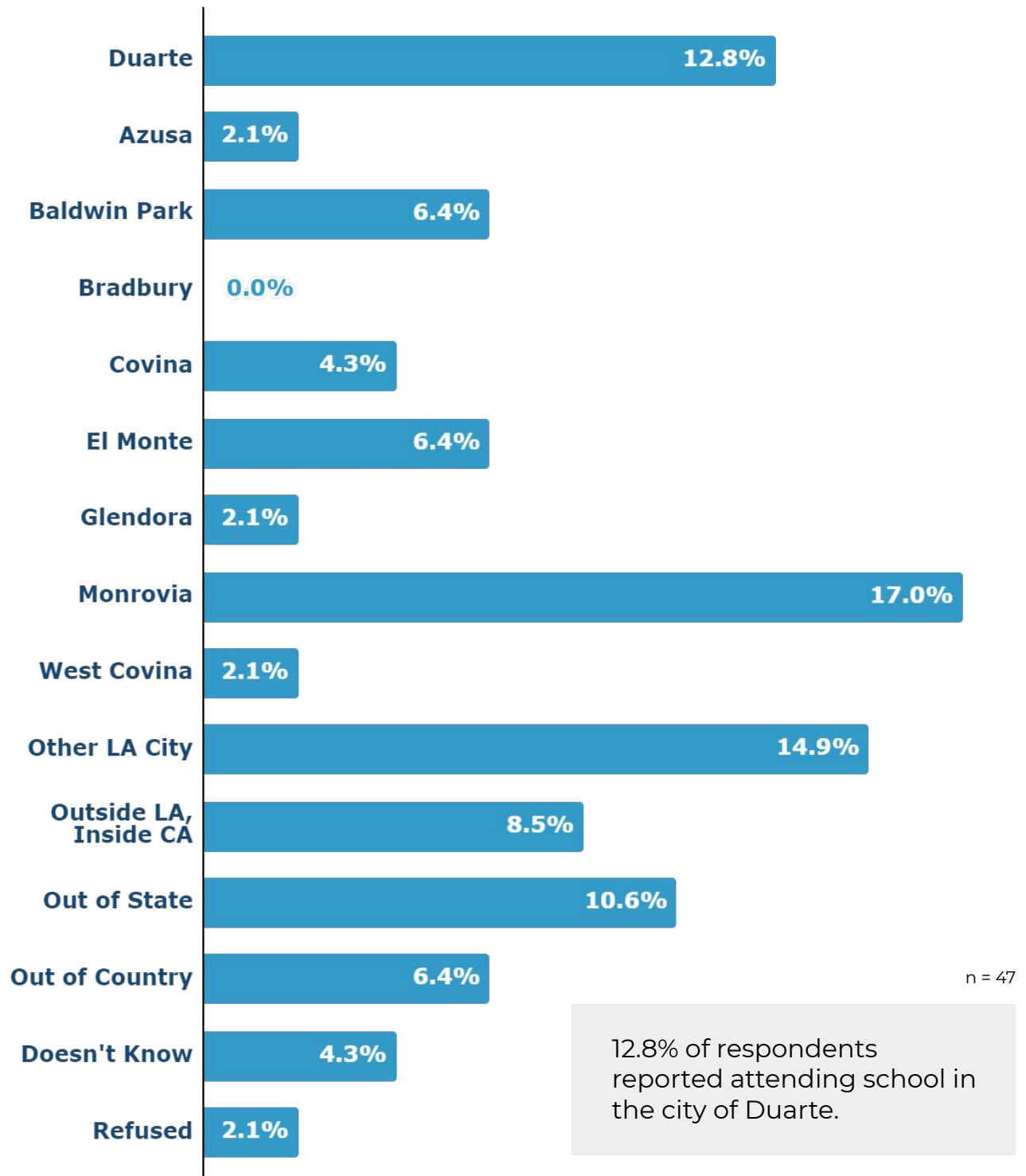
COMMUNITY TIES

LAST PERMANENT RESIDENCE



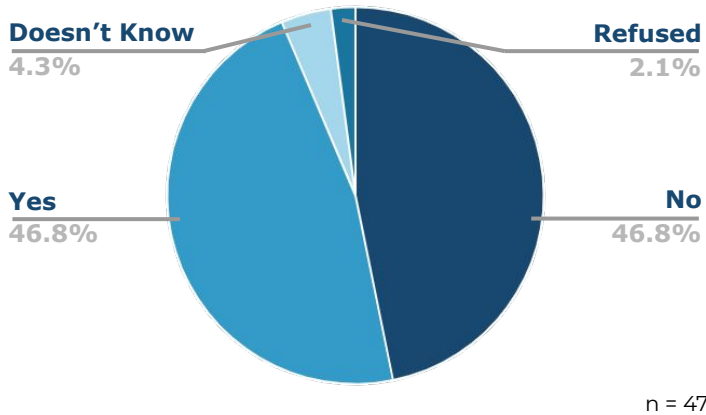
COMMUNITY TIES

CITY OF HIGH SCHOOL ATTENDANCE



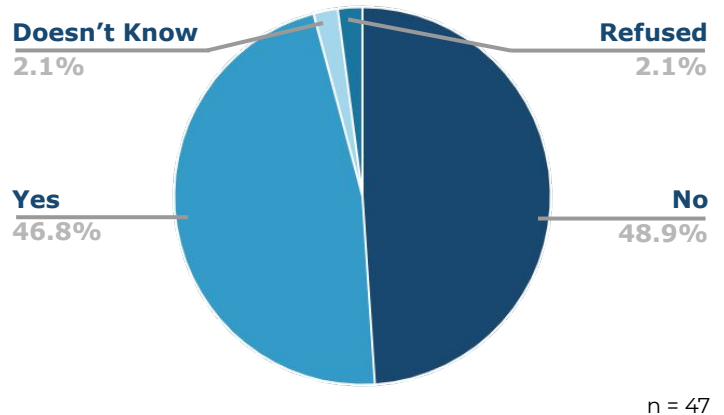
DISABILITIES

PERMANENT DISABILITY OR HEALTH CONDITION



46.8% of surveyed individuals reported a permanent disability or health condition.

MENTAL HEALTH CONCERNS

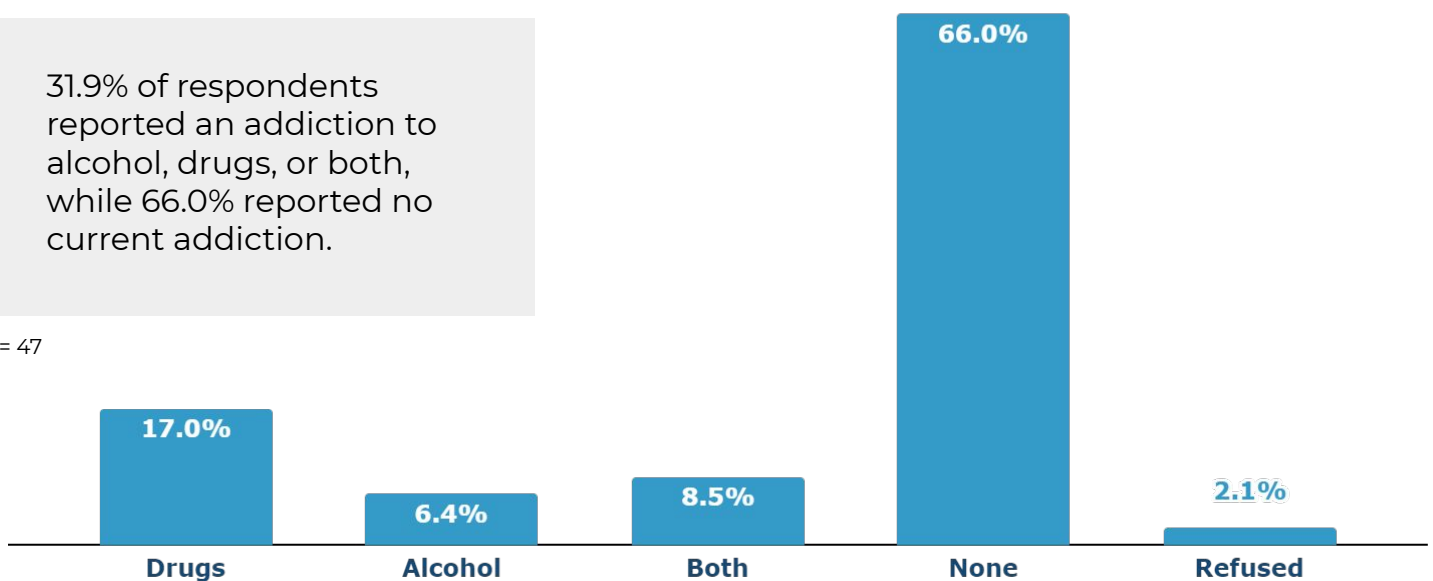


46.8% of respondents reported mental health concerns.

DRUG OR ALCOHOL ADDICTION

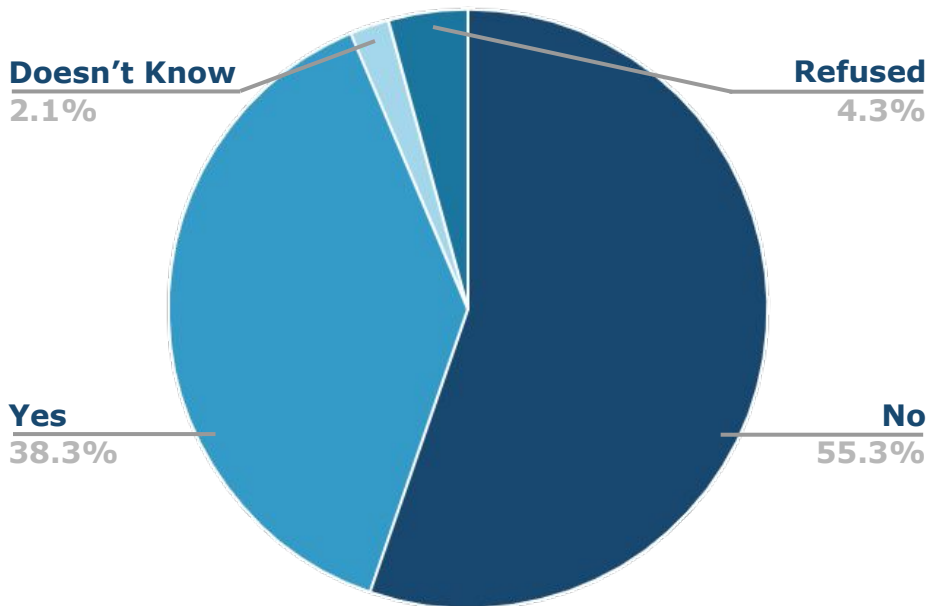
31.9% of respondents reported an addiction to alcohol, drugs, or both, while 66.0% reported no current addiction.

n = 47



SERVICES

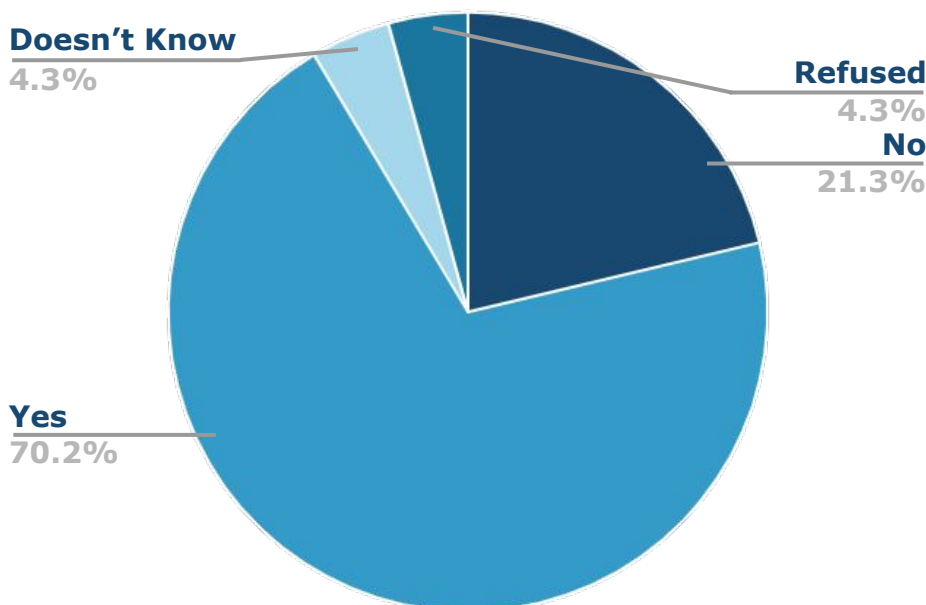
INTEREST IN SHELTER



38.3% of respondents expressed interest in going to a shelter.

n = 47

INTEREST IN CASE MANAGEMENT



70.2% of respondents expressed interest in Case Management services.

n = 47

OTHER

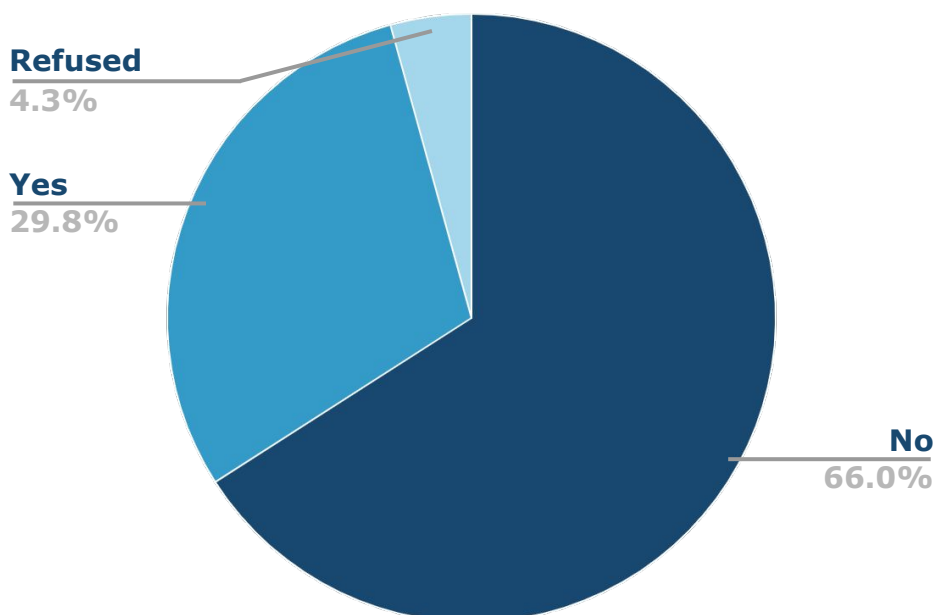
UNSHELTERED WITH CHILDREN



Four minor children were reported to be staying with the surveyed homeless individuals.

n = 47

VICTIM OF DOMESTIC VIOLENCE



29.8% of respondents have survived domestic violence.

n = 47

SUMMARY

69

The census identified 69 unsheltered homeless individuals in the city of Duarte.



Viewed as a composite of the highest-frequency responses, the typical unsheltered homeless individual in Duarte is a white or Hispanic/Latino male between the ages of 35 and 44 who sleeps in Duarte.



Nearly half (48.9%) of the surveyed individuals are chronically homeless, or have been homeless for more than a year and have a permanent disability, substance abuse, or mental health concern.



48.9% of respondents have no income. Of the 46.8% of respondents who do receive income, 59.1% of them earn \$501 or more per month before taxes.



55.3% of respondents are not receiving CalFresh.



80.9% of respondents reported that they primarily sleep in Duarte, and 23.4% reported that their last permanent residence was in Duarte.



Four children were reported to be staying with the surveyed homeless individuals.



70.2% of respondents are interested in Case Management services.

RECOMMENDATIONS

The results of the Duarte census suggest that an increase in low-threshold emergency services may be needed, including those within the city that may accommodate the demographic most represented among the Duarte homeless population—white or Hispanic/Latino males between the ages of 35 and 44 who sleep in Duarte.

We recommend a coordinated city response to densely populated locations, such as the intersection of Huntington Dr. and Buena Vista St. and the Walmart on Mountain Ave. As a significant portion of the surveyed population expressed interest in services, such as Case Management (70%*) and shelter (38%), we also recommend focused street outreach and engagement efforts for the homeless neighbors in Duarte.

Additionally, we recommend continued efforts to connect homeless neighbors to substance abuse resources, mental health services, and agencies that work with those in need of resources. Because 72% of respondents reported living in homeless conditions for one year or more, providing services that target those with significantly deteriorated physical health, mental health, and social skills—from years spent living in homeless conditions—may help Duarte’s homeless neighbors reintegrate into society.

**Percentages were rounded to the nearest whole number on this page only.*

APPENDIX I

2021 DATA TABLES

<i>Refused Survey</i>	Count	Percent
No	47	72.3%
Yes	18	27.7%
Total	65	

<i>Current Sleeping Situation</i>	Count	Percent
Streets	29	61.7%
Vehicle/RV	18	38.3%
Total	47	

<i>Duration of Homelessness</i>	Count	Percent
< 1 Year	12	25.5%
1 - 2 Years	11	23.4%
3 - 5 Years	8	17.0%
6 - 10 Years	8	17.0%
11 - 20 Years	6	12.8%
21+ Years	1	2.1%
Refused	1	2.1%
Total	47	

<i>Age</i>	Count	Percent
18 - 34	3	6.4%
35 - 44	16	34.0%
45 - 54	14	29.8%
55 - 64	6	12.8%
65+	5	10.6%
Doesn't Know	1	2.1%
Refused	2	4.3%
Total	47	

<i>Gender</i>	Count	Percent
Male	36	76.6%
Female	11	23.4%
Total	47	

<i>Race & Ethnicity</i>	Count	Percent
American Indian Or Alaska Native	1	2.1%
Asian	3	6.4%
Black or African American	5	10.6%
Hispanic or Latino	14	29.8%
Middle Eastern	1	2.1%
White	14	29.8%
Multiple Races	8	17.0%
Other	1	2.1%
Total	47	

<i>Primary Language</i>	Count	Percent
English	40	85.1%
Spanish	5	10.6%
Mandarin	2	4.3%
Total	47	

<i>U.S. Military Veteran</i>	Count	Percent
No	41	87.2%
Yes	3	6.4%
Refused	3	6.4%
Total	47	

<i>Receiving Income</i>	Count	Percent
No	23	48.9%
Yes	22	46.8%
Doesn't Know	1	2.1%
Refused	1	2.1%
Total	47	

<i>Health Insurance</i>	Count	Percent
No	12	25.5%
Yes	32	68.1%
Doesn't Know	1	2.1%
Refused	2	4.3%
Total	47	

<i>Gross Monthly Income Before Taxes</i>	Count	Percent
\$1 - \$500	6	27.3%
\$501 - \$1,000	7	31.8%
\$1,001+	6	27.3%
Doesn't Know	2	9.1%
Refused	1	4.5%
Total	22	

<i>Type of Health Insurance</i>	Count	Percent
MediCal	26	81.3%
Medicare	2	6.3%
MediCal & Medicare	2	6.3%
Private Insurance	1	3.1%
Doesn't Know	1	3.1%
Total	32	

<i>Source of Income</i>	Count	Percent
SSI	8	36.4%
Employment or Earned Income	6	27.3%
General Relief	6	27.3%
Social Security Retirement	1	4.5%
SSDI	1	4.5%
Total	22	

<i>City Where Respondent Usually Sleeps</i>	Count	Percent
Duarte	38	80.9%
Azusa	1	2.1%
Baldwin Park	0	0.0%
Bradbury	0	0.0%
Covina	0	0.0%
El Monte	1	2.1%
Glendora	1	2.1%
Monrovia	2	4.3%
West Covina	1	2.1%
Other LA City	3	6.4%
Outside LA, Inside CA	0	0.0%
Out of State	0	0.0%
Out of Country	0	0.0%
Doesn't Know	0	0.0%
Refused	0	0.0%
Grand Total	47	

<i>CalFresh</i>	Count	Percent
No	26	55.3%
Yes	19	40.4%
Refused	2	4.3%
Total	47	

<i>Last Permanent Residence</i>	Count	Percent
Duarte	11	23.4%
Azusa	4	8.5%
Baldwin Park	2	4.3%
Bradbury	2	4.3%
Covina	2	4.3%
El Monte	0	0.0%
Glendora	0	0.0%
Monrovia	6	12.8%
West Covina	2	4.3%
Other LA City	10	21.3%
Outside LA, Inside CA	4	8.5%
Out of State	3	6.4%
Out of Country	0	0.0%
Doesn't Know	0	0.0%
Refused	1	2.1%
Grand Total	47	

<i>City of High School Attendance</i>	Count	Percent
Duarte	6	12.8%
Azusa	1	2.1%
Baldwin Park	3	6.4%
Bradbury	0	0.0%
Covina	2	4.3%
El Monte	3	6.4%
Glendora	1	2.1%
Monrovia	8	17.0%
West Covina	1	2.1%
Other LA City	7	14.9%
Outside LA, Inside CA	4	8.5%
Out of State	5	10.6%
Out of Country	3	6.4%
Doesn't Know	2	4.3%
Refused	1	2.1%
Grand Total	47	

<i>Permanent Disability or Health Condition</i>	Count	Percent
No	22	46.8%
Yes	22	46.8%
Doesn't Know	2	4.3%
Refused	1	2.1%
Grand Total	47	

<i>Mental Health Concerns</i>	Count	Percent
No	23	48.9%
Yes	22	46.8%
Doesn't Know	1	2.1%
Refused	1	2.1%
Grand Total	47	

<i>Drug or Alcohol Addiction</i>	Count	Percent
Drugs	8	17.0%
Alcohol	3	6.4%
Both	4	8.5%
None	31	66.0%
Refused	1	2.1%
Total	47	

<i>Victim of Domestic Violence</i>	Count	Percent
No	31	66.0%
Yes	14	29.8%
Refused	2	4.3%
Total	47	

<i>Interest in Shelter</i>	Count	Percent
No	26	55.3%
Yes	18	38.3%
Doesn't Know	1	2.1%
Refused	2	4.3%
Total	47	

<i>Interest in Case Management</i>	Count	Percent
No	10	21.3%
Yes	33	70.2%
Doesn't Know	2	4.3%
Refused	2	4.3%
Total	47	

<i>Unsheltered with Children*</i>	Count	Percent
No	46	97.9%
Refused	1	2.1%
Total	47	

*Four accompanied minors were accounted for during the census. All four minors were reported to be staying with an individual who refused to take the survey.

APPENDIX II

2021 QUESTIONNAIRE

City Net Staff Initials: _____

1a. First Name (If applicable, type "Refused" or "Doesn't know"): _____

1b. Last Name (If applicable, type "Refused" or "Doesn't know"): _____

2. Refused Survey? (If refused, survey ends)

☐ No ☐ Yes

3. Are you experiencing any of the following symptoms? (Check all that apply)

☐ Fever ☐ Runny nose ☐ Prolonged sore throat ☐ Cough ☐ Shortness of breath ☐ Diarrhea

☐ No symptoms currently ☐ Doesn't know ☐ Refused

4. Are you currently homeless?

☐ Yes ☐ No ☐ Stopped survey due to symptoms. Please provide them guidance to medical care / testing resources: call 211 for up to date testing sites and info.

5. What is your current primary sleeping situation?

☐ Vehicle/RV ☐ Outdoors (e.g. in a tent) ☐ Abandoned Building ☐ Shelter ☐ Which Shelter? (If applicable, type "Refused" or "Doesn't know") : _____ ☐ Motel paid for by 3rd party (e.g. homeless service agency) ☐ Other (If the person's situation does not fall into one of these categories, they may not be homeless. Clarify status) : _____ ☐ Doesn't Know ☐ Refused

6. What is your gender?

☐ Male ☐ Female ☐ Transgender ☐ Other/Non-Conforming: _____ ☐ Doesn't know ☐ Refused

7. What is your date of birth? (Ex. 01/01/1970; If applicable, type "Refused" or "Doesn't know"): _____

8. What race/ethnicity do you identify with? (Select all that apply)

☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Hispanic/Latino ☐ Pacific Islander ☐ White ☐ Doesn't know ☐ Refused ☐ Other: _____

9. What language do you feel the most comfortable speaking?

☐ English ☐ Spanish ☐ Vietnamese ☐ Doesn't know ☐ Refused ☐ Other: _____

10. Have you ever served in any branch of the U.S. Military?

☐ No ☐ Yes ☐ Doesn't know ☐ Refused

11. Are you currently receiving any income?

☐ No ☐ Yes ☐ Doesn't know ☐ Refused

12. What are your sources of income? (Select all that apply)

☐ Employment/earned income ☐ Unemployment ☐ Supplemental Security Income (SSI) ☐ Social Security Disability Income (SSDI) ☐ VA Compensation ☐ VA Pension ☐ Workers' Compensation ☐ General Relief ☐ Social Security Retirement ☐ Job pension/retirement ☐ Child support ☐ Alimony or spousal support ☐ Doesn't know ☐ Refused ☐ Other: _____

13. What is your total gross monthly income? (before taxes)

☐ \$1-\$500 ☐ \$501-\$1000 ☐ \$1001+ ☐ Doesn't know ☐ Refused

14. Are you currently receiving CalFresh (food stamps)?

☐ No ☐ Yes ☐ Doesn't know ☐ Refused

15. Do you have health insurance?

☐ No ☐ Yes ☐ Doesn't know ☐ Refused

16. Where do you get your health insurance? (Select all that apply)

☐ MediCal (Medicaid/LA Care) ☐ Medicare ☐ VA Medical Services ☐ Employer-Provided Health Insurance ☐ Private Pay Health Insurance ☐ Indian Health Services Program ☐ Doesn't know ☐ Refused ☐ Other: _____

17. How long have you been homeless?
☐ Less than 1 year ☐ 1-2 years ☐ 3-5 years ☐ 6-10 years ☐ 11-20 years ☐ 21+ years ☐ Doesn't know
☐ Refused
18. What city do you usually sleep in?
☐ Duarte ☐ Arcadia ☐ Azusa ☐ Baldwin Park ☐ Bradbury ☐ City of Los Angeles ☐ El Monte
☐ Glendora ☐ Monrovia ☐ Pasadena ☐ Rosemead ☐ Doesn't know ☐ Refused
☐ Other: _____
19. What city was your last permanent residence in?
☐ Duarte ☐ Arcadia ☐ Azusa ☐ Baldwin Park ☐ Bradbury ☐ City of Los Angeles ☐ El Monte
☐ Glendora ☐ Monrovia ☐ Pasadena ☐ Rosemead ☐ Doesn't know ☐ Refused
☐ Other: _____
20. In what city did you graduate from High School? (or last grade of primary school)
☐ Duarte ☐ Arcadia ☐ Azusa ☐ Baldwin Park ☐ Bradbury ☐ City of Los Angeles ☐ El Monte
☐ Glendora ☐ Monrovia ☐ Pasadena ☐ Rosemead ☐ Doesn't know ☐ Refused
☐ Other: _____
21. Do you have any minor children staying here with you?
☐ No ☐ Yes ☐ Doesn't know ☐ Refused
22. How many children?
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ Other (If applicable, type "Refused" or "Doesn't know"): _____
23. What are their ages? (List all ages separated by a comma. If applicable, type "Refused" or "Doesn't know"):

26. Do you have a permanent disability or health condition? (For example: long-term physical or health concerns that significantly limit your ability to take care of yourself)
☐ No ☐ Yes ☐ Doesn't know ☐ Refused
24. Do you have any mental health concerns? (Including, for example, anxiety or depression that lasts longer than a few days)
☐ No ☐ Yes ☐ Doesn't know ☐ Refused
25. Do you struggle with alcohol or drug addiction?
☐ No ☐ Yes, just alcohol ☐ Yes, just drugs ☐ Yes, alcohol and drugs ☐ Doesn't know ☐ Refused
26. Have you ever been a victim of domestic violence?
☐ No ☐ Yes ☐ Doesn't know ☐ Refused
27. Are you interested in going to a shelter?
☐ No ☐ Yes ☐ Doesn't know ☐ Refused
28. Are you interested in Case Management Services?
☐ No ☐ Yes ☐ Doesn't know ☐ Refused

Notes: _____



INFORMATION OR QUESTIONS

*Email: Info@Citynet.org
PO BOX: 4508 Atlantic Ave., Suite 292
Long Beach, CA 90807*

CITY OF DUARTE

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

TUESDAY, FEBRUARY 8, 2022 – 7:00 P.M.

REGULAR MEETING

1. CALL TO ORDER

The Regular Session was called to order by Mayor Finlay at 7:07 p.m.

ROLL CALL:

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

2. PLEDGE TO THE FLAG

The flag salute was led by Jack Caracci.

3. ADOPTION OF THE AGENDA

City Manager Jordan requested that the agenda be amended to hear Item 4A. *Parks and Recreation Department Update* after Item 5A. *Public Hearing to receive public input, discuss draft redistricting maps, and identify focus maps for inclusion in the Ordinance to adopt new district boundaries for the Duarte City Council.*

Moved by Councilmember Kang, seconded by Councilmember Lewis and carried by the following vote of the Council to approve the adoption of the agenda.

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

5. PUBLIC HEARING

A. Public Hearing to Receive Input from the Community Regarding the Redrawing of Election District Boundaries

Jeff Simonetti of National Demographics Corporation gave an overview of the redistricting timeline; discussed the redistricting rules and goals, described the existing districts and demographics; and discussed next steps.

He responded to questions regarding existing citizen voting age population demographics, the possibility of a workshop regarding draft maps, and methods of citizen participation.

Mayor Finlay opened the Public Hearing.

Public Comment

Lino Paras addressed the Council to express his opinion regarding City Council districts.

John Fasana addressed the Council to express his opinion regarding representation and diversity.

Mayor Finlay closed the Public Hearing at 7:43 p.m.

Discussion ensued regarding future hearing dates and the deadline for map adoption.

The Staff Report was received and filed.

4. SPECIAL ITEMS

A. Parks and Recreation Update

Director of Parks and Recreation Enriquez announced upcoming community events.

6. SPECIAL ITEMS - CONTINUED

A. Community Development Update

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

7. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

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

Assistant to the City Manager Rocha announced upcoming City events.

8. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

None.

9. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)
- B. Approval of absence(s) of City Council member(s) from the City Council meeting.
- C. Approval of minutes – January 24, 2022, Special Meeting and January 25, 2022, Regular Meeting. (CC/HA/SA/FA)
- D. Approval of warrants – February 8, 2022. (CC/HA/SA/FA)
- E. Receive and File the Community Development Status Report for January 2022.
- F. Receive and File the Parks and Recreation Department Status Report for January 2022.
- G. Approval of an Amendment to Wireless Communications Facility Site Ground Lease Agreement with SBA Steel LLC for the Existing Wireless Communications at 1400 Buena Vista Street (Duarte Park); and Authorization for the City Manager to Execute the Amendment on behalf of the City.
- H. Adoption of Resolution no. 22-06, supporting the Huang-Mendoza Tripartisan Land Use Initiative to Restore local Control over Zoning and Land Use Decisions.
- I. Adoption of Resolution No. 22-07 Reauthorizing Teleconferenced Public Meetings Pursuant to Assembly Bill 361.

- J. Authorization for the City Manager to Sign a Quote from Avidex to Purchase and Install Replacement Equipment for the Council Chambers Camera and Broadcast Equipment for the Council Chambers Camera and Broadcast Equipment; and Approval of a Budget Amendment of \$51,000 to the PAEG Fund.
- K. Authorization for the City Manager to Approve and Addition to the City Attorney Contract to Hire Donahue and Company for Appraisal Services for Highland Avenue Properties for Highland Promenade and Approval of a \$40,500 General Fund Budget Amendment.

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Garciag, and carried by the following vote to approve Items A-J of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - CONTINUED

None.

12. BUSINESS ITEMS

None.

13. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

Director of Public Safety Villalobos responded to a question posed by the Council regarding surveillance camera programs.

City Manager Jordan announced the following dates: February 22 – Annual mid-year budget report; April 5 – State of the City Event; April 26 – ARPA prioritization workshop.

Mayor Pro-Tem Paras-Caracci thanked Staff for their work; announced that Assistant to the City Manager Rocha appeared on Let's Make a Deal; and wished everyone a Happy Valentine's Day.

Councilmember Schulz thanked Staff for their work; and thanked Public Safety for monitoring El Encanto and for their support.

Councilmember Garcia commended Mr. Y for 25 years of teaching and wished him a Happy Birthday.

Councilmember Kang inquired about the possibility of an app to report issues around the City.

Mayor Finlay wished everyone a Happy Valentine's Day and commended Staff for their work. She requested that the meeting be adjourned in memory of Congressman Estaban Torres.

15. ADJOURNMENT

At 9:07 p.m. the City Council adjourned the meeting in memory of Gabriel Carmona, Roger Helizon, and Bill Cortice.

Margaret Finlay, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7980	ORLANDO LOZANO	DUSD Tutoring Program	217110	202211/1205-7980-Live Scan/A...	100.00
100-1405-7969	RKA CONSULTING GROUP	FY22 LLD Engineering Srvcs 7/2021	217118		1,020.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 7/2021	217118		1,320.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 7/2021	217118		3,115.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineering 7/2021	217118		360.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 7/2021	217118		2,360.00
100-1405-7967	RKA CONSULTING GROUP	City of Hope PW Inspections 7/2021	217118		560.00
100-1020-7716	RANCHO DUARTE FLORIST	Veteran's Day Flowers	217117		121.28
100-1605-7610	SHERATON GRAND SACRAMEN...	CPRS Conference Hotel (Barnes/Dang/Perez)	217121		2,292.27
100-1020-7716	CAPITAL ONE	Holiday Events Decor	BD22-0460		107.99
100-1605-7741	CAPITAL ONE	Sports/Playground Supplies	BD22-0460		13.91
100-1020-7716	CAPITAL ONE	Return-Tree Lighting Supplies	BD22-0460		-86.85
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 12/26/21 - 1/8/22	1829		1,233.18
100-1205-7980	JULIANNA CANO	DUSD Tutoring Program	217093	202211/1205-7980-Live Scan/A...	100.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 1/2022	1852		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 1/2022	1852		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 1/2022	1852		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 1/2022	1852		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 1/2022	1852		65.40
100-1610-7652	DARRELL RAY CARROLL	City Hall Closet Lock Repair	217095		125.00
100-1610-7616	SCP DISTRIBUTORS LLC	Double/Triple Reel Cover	217119		2,168.33
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1833		87.47
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1833		8.20
100-1605-7980	CAPITAL ONE	Finance Charge	BD22-0460		0.32
100-1410-7656	SUNWEST ENGINEERING	Emergency Genator Inspection 1/13/2022	1847		145.00
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	Juan Oseguera A/C Training	217092		25.00
100-1205-7610	U.S. BANK	Mtg w/Sergeant Fiedler 1/11/22 (Sushi Fire)	1850		46.31
100-1205-7610	U.S. BANK	Special Assignment Mtg 1/10/22 (Monrovia Pizza)	1850		27.93
100-1205-7615	U.S. BANK	EOC Mobile Command Adapter (Amazon)	1850		38.58
100-1205-7615	U.S. BANK	EOC 1/22/22 Wind Event Food (Tropicana Mkt)	1850		181.73
100-1205-7615	U.S. BANK	EOC 1/22/22 Wind Event Water (Target)	1850		19.47
100-1205-7779	U.S. BANK	DART Rose Float Decorating Breakfast (SK Donuts)	1850		25.98
100-1205-7980	U.S. BANK	Animal Control Interviews (BJs Restaurant)	1850		33.48
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	1850		14.99
100-1020-7716	U.S. BANK	Return-Tree Lighting Supplies (Michaels)	1849		-145.87
100-1020-7716	U.S. BANK	Stage Lights/Condiment Server (Amazon)	1849		83.22

Council Warrant Register By Account

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7980	U.S. BANK	Waiter Trays (Arcadia Party Rentals)	1849		40.00
100-1020-7980	U.S. BANK	Awards Event Supplies (Winner Party Inc)	1849		40.14
100-1020-7980	U.S. BANK	Awards Event String Lights (Amazon)	1849		22.04
100-1020-7980	U.S. BANK	Recognition Toast Champagne (Smart & Final)	1849		348.17
100-1020-7980	U.S. BANK	City Recognition Desserts (Portos Bakery)	1849		376.00
100-1020-7980	U.S. BANK	Awards Event Supplies (Party City)	1849		13.23
100-1605-7614	U.S. BANK	Envelope Moisteners (Amazon)	1849		24.08
100-1605-7614	U.S. BANK	Velcro (Amazon)	1849		42.79
100-1605-7693	U.S. BANK	Mayor Youth Council Dinner 1/3/22 (Subway)	1849		159.80
100-1605-7733	U.S. BANK	SC Volunteer K Nielson Flowers (Rancho Duarte)	1849		93.60
100-1605-7733	U.S. BANK	SC Bingo Game Cards (Amazon)	1849		30.60
100-1605-7733	U.S. BANK	Return-SC Napkins (Amazon)	1849		-15.42
100-1605-7733	U.S. BANK	(3) PCS Whistles (Amazon)	1849		8.81
100-1605-7733	U.S. BANK	SC Valentines Day Supplies (Amazon)	1849		168.60
100-1605-7733	U.S. BANK	SC Nat'l Cheese Day Social (Costco)	1849		221.26
100-1605-7741	U.S. BANK	(4) Air Pumps (Amazon)	1849		26.36
100-1605-7741	U.S. BANK	(10) MacGregor Basketballs (Walmart.com)	1849		96.91
100-1605-7745	U.S. BANK	Victor Valenzuela USA Boxing Membership	1849		83.00
100-1605-7745	U.S. BANK	Alwyn Torres III USA Boxing Membership	1849		118.00
100-1605-7745	U.S. BANK	Daniel Sanchez USA Boxing Membership	1849		118.00
100-1605-7745	U.S. BANK	Luis Valenzuela USA Boxing Membership	1849		83.00
100-1605-7980	U.S. BANK	Return-Staff Breakfast Supplies (Target)	1849		-71.19
100-1605-7980	U.S. BANK	Staff Breakfast Supplies (Target)	1849		35.55
100-1610-7618	U.S. BANK	Face Masks (Amazon)	1849		85.76
100-1610-7618	U.S. BANK	Tablecloth Dry Cleaning (Natures Cleaners)	1849		100.00
100-1610-7618	U.S. BANK	Curtain Rod (Home Depot)	1849		18.99
100-1405-7650	AUTOZONE	Vehicle #19 Bulb Replacement	217085		7.09
100-1610-7652	ALBERTOS PLUMBING	Beardslee Pk Drinking Fountain Repair	217084		450.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	1846		45.73
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair	217122		435.00
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2022	1830		242.00
100-1610-7652	AIR-TRO INC	Public Safety HVAC Routine Call	217083		88.00
100-1610-7652	ALBERTOS PLUMBING	Yard Plumbing Repair	217084		120.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Toilet Repair	217084		550.00
100-1605-7745	PRO BOXING EQUIPMENT COM...	TC Boxing Equipment	217115		391.33
100-1610-7652	BRIGHTVIEW PAINTING COMP...	Fitness Ctr Office Demo/Painting	217088		2,950.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1851		164.74
100-1605-7735	FSP DESIGNS	TC/Mayors Youth Council Shirts	1835		179.54
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 1/2022	1834	202211/1205-7980-Live Scan/A...	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 1/2022	1834		138.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 1/2022	217130		1,100.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 12/14/21	217130		550.00
100-1605-7737	SMART & FINAL	Adult Day Trip Supplies	1845		67.76

Council Warrant Register By Account

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 12/2021	217091		1,950.00
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 12/2021	217100		32.40
100-1405-7965	CHARLES ABBOTT ASSOCIATES ...	Public Works ROW Permit Module	1832		9,000.00
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	2022 Membership Dues	217107		9,163.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Plumbing Repair	217084		120.00
100-1825-7613	GRAND PRINTING INC	Business Cards/PS Correction Notices	217103		301.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 3/2022	1848		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2022	1848		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 3/2022	1848		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2022	1848		553.00
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087	250016-Oper of Acq Prop-1229 ...	41.67
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 2/2022	1838		1,673.09
100-1805-7965	HDL COREN & CONE	Property Tax Svcs 1/2022 - 3/2022	1836		3,037.50
100-1605-7735	SMART & FINAL	TC Cooking Class Supplies	1845		18.37
100-1610-7616	SCP DISTRIBUTORS LLC	Custom Thermal Pool Cover	217119		10,050.67
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2022 - 3/1/2022	BD22-0435		269.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2022 - 3/1/2022	BD22-0436		249.00
100-1815-7831	MAXTREME INC	iPad Case & iPhone Protectors	1842		176.34
100-1815-7980	MAXTREME INC	Cables & Cords	1842		241.41
100-1815-7980	MAXTREME INC	Return-Cables & Cords	1842		-241.41
100-1815-8011	MAXTREME INC	(3) Laptops	1842		5,882.38
100-1015-7686	CA STATE WATER RESOURCES ...	NPDES Final Fees (Settlement)	217090		8,230.35
100-1205-7980	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 1/2022	1831	202211/1205-7980-Live Scan/A...	32.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 1/2022	1831		192.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	New Server for Granicus Support	1848		185.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	PS Phone Extension Connection/Changes	1848		330.00
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	217111	202211/1205-7980-Live Scan/A...	640.00
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Svcs Printer Maint 11/4/21 - 2/3/22	217094		144.86
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing-Otis Gordon Sport Park	1844		125.00
100-1605-7693	SMART & FINAL	TC MYC Dinner Supplies	1845		8.99
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 1/1/22 - 1/31/22	BD22-0438		1,045.53
100-4302	ERIKA CIPRIANO	Citation Refund	217096		123.00
100-1205-7980	CHI LIN	DUSD Tutoring Program	217108	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	217099	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	217111	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	ALESSANDRA EHRLE	DUSD Tutoring Program	217098	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	217120	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	217102	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	217099	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	217120	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	217102	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	ALESSANDRA EHRLE	DUSD Tutoring Program	217098	202211/1205-7980-Live Scan/A...	100.00
100-4806	MARIA ZUNIGA	Adult Trip Refund 2/10/22	217131		85.00

Council Warrant Register By Account

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1833		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1833		8.20
100-1605-7733	SMART & FINAL	SC Sweetheart's Dinner Supplies	1845		42.50
100-1605-7733	SMART & FINAL	SC Sweetheart's Dinner Supplies	1845		4.09
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 1/2022	217126		2,886.00
100-1605-7614	DUARTE RECREATION PETTY CA...	Storage Containers	217097		19.48
100-1605-7730	DUARTE RECREATION PETTY CA...	Santa Suit Cleaning	217097		100.00
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Boys Night Out Bowling	217097		114.92
100-2120	JAIME HUMBERTO	Field Rental Deposit Refund	217104		100.00
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 3/1/22 - 3/31/22	1843		169.94
100-2026	LAURA MARQUEZ	Equipment Deposit Refund	217112		25.00
100-2026	VALERIE CEBREROS MEDINA	Equipment Deposit Refund	217113		25.00
100-2026	DEWAYNE OWENS	Equipment Deposit Refund	217114		25.00
100-1405-7965	KAREN WARNER ASSOCIATES I...	Housing Element Consulting	217106	202028-Prof.Svc-Housing Elem...	16,048.75
100-1605-7735	NICOLAS GALLO	Youthworks Internship Program	217101		100.00
100-1605-7735	ARKIN VALDEZ	Youthworks Internship Program	217128		100.00
100-1605-7735	ANGELA LIUZENG	Youthworks Internship Program	217109		100.00
100-1605-7735	VICTORIA RAMIREZ	Youthworks Internship Program	217116		100.00
100-1605-7735	NATALYA BRINK	Youthworks Internship Program	217089		100.00
100-1605-7735	ANDREA IBARRA	Youthworks Internship Program	217105		100.00
100-2120	ALEGRIA AMOR VILLACRUIS	ROP Bldg Rental Deposit Refund	217129		150.00
100-2120	MARIA SOLIS	CC Rental Deposit Refund	217124		500.00
100-4402	MARIA SOLIS	Extra Cleaning	217124		-28.75
Fund 100 - GENERAL FUND Total:					104,206.25
Fund: 220 - GAS TAX FUN					
220-2225-7965	RKA CONSULTING GROUP	Duarte Rd PS&E Improvements 7/2021	217118	202027-Prof Svc-COH Sidewalk/...	320.00
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 11/1/21 - 11/28/21	1841		3,022.60
220-2210-7813	JCL TRAFFIC SERVICES	15 MPH Signs	1839		252.23
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 11/29/21 - 1/31/22	1841		1,441.94
220-2210-8070	JCL TRAFFIC SERVICES	Street Sign Replacement	1839		341.98
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade 8/1/21 - 1/31/22	1840	202106-Highland Promenade ...	13,330.00
220-2225-7980	KOA CORPORATION	Overpayment on Invoice # JC11129 - 2	1841		-2,557.60
Fund 220 - GAS TAX FUN Total:					16,151.15
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7890	STATE OF CALIFORNIA DEPT OF ...	Signal Maintenance 10/2021 - 12/2021	217125		487.96
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		550.00

Council Warrant Register By Account

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	217087		500.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Irrigation Repair-Royal Oaks Trail	217123		110.25
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Ext Park	1844		129.41
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Hacienda Park	1844		125.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					21,488.69
Fund: 270 - PAEG - PUBLIC ACCESS					
270-2705-8100	AVIDEX INDUSTRIES LLC	Broadcast Equipment	217086		13,949.67
Fund 270 - PAEG - PUBLIC ACCESS Total:					13,949.67
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 12/2021	217100		16.20
Fund 440 - PROPOSITION A TRANSIT FUND Total:					16.20
Fund: 475 - MEASURE M LR TRANSIT FUND					
475-2127	UNITED STORM WATER INC	Retention-FY22 City Owned CPS/ARS Catch Basin	217127	202031-(CITY) ARS/CPS Catch B...	2,424.99
Fund 475 - MEASURE M LR TRANSIT FUND Total:					2,424.99
Grand Total:					158,236.95

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	104,206.25
220 - GAS TAX FUN	16,151.15
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	21,488.69
270 - PAEG - PUBLIC ACCESS	13,949.67
440 - PROPOSITION A TRANSIT FUND	16.20
475 - MEASURE M LR TRANSIT FUND	2,424.99
Grand Total:	158,236.95

Account Summary

Account Number	Account Name	Payment Amount
100-1015-7686	Other Legal Services	8,230.35
100-1020-7716	Special Community Events	79.77
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	1,650.00
100-1020-7980	Other Expenses	839.58
100-1025-7699	League Of Calif Cities	9,163.00
100-1205-7610	Travel, Mtgs & Conf	74.24
100-1205-7615	Emergency Supplies	239.78
100-1205-7650	Vehicle Maintenance	32.40
100-1205-7761	Parking Ticket Collect	2,886.00
100-1205-7762	Parking Pass Kiosk Costs	242.00
100-1205-7779	Youth Programs	25.98
100-1205-7780	Animal Control	25.00
100-1205-7782	Crossing Guard Contract ...	1,233.18
100-1205-7980	Other Expenses	1,943.47
100-1405-7650	Vehicle Maintenance	7.09
100-1405-7800	Building Department Serv...	518.00
100-1405-7965	Professional Services	25,048.75
100-1405-7967	Public Works Inspections	1,880.00
100-1405-7969	City Engineer	6,855.00
100-1410-7656	Emergency Generator	145.00
100-1415-7661	Other Serv-Sports Park	125.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	2,292.27
100-1605-7614	Office Supplies	132.08
100-1605-7693	Youth Council	168.79
100-1605-7730	Special Events	100.00
100-1605-7733	Senior Center	554.04
100-1605-7735	Teen Center	912.83
100-1605-7737	Adult Excursions	67.76
100-1605-7741	Sports/Playground Progr...	137.18
100-1605-7745	Boxing Program	793.33
100-1605-7980	Other Expenses	-35.32
100-1610-7616	Pool Supplies	12,219.00
100-1610-7618	Building Supplies	369.49
100-1610-7636	Uniforms	116.55
100-1610-7652	Building Maint Services	8,974.43
100-1805-7965	Professional Services	3,037.50
100-1810-7660	Other Services	330.00
100-1815-7632	Software Maintenance	1,045.53
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	1,913.50
100-1815-7831	Wireless Phones/Devices	176.34
100-1815-7980	Other Expenses	185.00
100-1815-8011	Computer Equipment (Cap..	5,882.38
100-1825-7613	Duplications And Photos	301.20
100-1825-7631	Equipment Maintenance	144.86

Account Summary

Account Number	Account Name	Payment Amount
100-1825-7945	Operation Of Acq Prop	41.67
100-2026	EE Equipment Deposit	75.00
100-2120	Refundable Deposits	750.00
100-4302	Parking Citations	123.00
100-4402	Community Center Rentals	-28.75
100-4806	Excursion Fees	85.00
220-2205-8100	Other Capital Improvemnts	13,330.00
220-2210-7813	Regulatory Signs	252.23
220-2210-8070	Street Improvements (Cap...	341.98
220-2225-7965	Professional Services	320.00
220-2225-7980	Other Expenses	1,906.94
240-2405-7890	Repairs-Traffic Signal	487.96
240-2410-7662	Other Serv-Citywide	254.41
240-2410-7888	Repairs-Citywide	110.25
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	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
270-2705-8100	Other Capital Improvemnts	13,949.67
440-4405-7650	Vehicle Maintenance	16.20
475-2127	Retention Payable	2,424.99
Grand Total:		158,236.95

Project Account Summary

Project Account Key	Payment Amount
None	124,176.54
202027-Prof Svc-COH Sidewalk/Ped Lighting	320.00
202028-Prof.Svc-Housing Element - Karen Werner	16,048.75
202031-(CITY) ARS/CPS Catch Basin Install	2,424.99
202106-Highland Promenade Measure M	13,330.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	1,895.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	158,236.95



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Public Safety HVAC Routine Call	418344		88.00
Vendor 2061 - AIR-TRO INC Total:					88.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Beardslee Pk Drinking Fountain Repair	681591		450.00
100-1610-7652	ALBERTOS PLUMBING	Yard Plumbing Repair	681593		120.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Toilet Repair	681594		550.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Plumbing Repair	681598		120.00
Vendor 5561 - ALBERTOS PLUMBING Total:					1,240.00
Vendor: T4458 - ALEGRIA AMOR VILLACRUIS					
100-2120	ALEGRIA AMOR VILLACRUIS	ROP Bldg Rental Deposit Refund	R92663		150.00
Vendor T4458 - ALEGRIA AMOR VILLACRUIS Total:					150.00
Vendor: 6323 - ALESSANDRA EHRLE					
100-1205-7980	ALESSANDRA EHRLE	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	ALESSANDRA EHRLE	DUSD Tutoring Program	2/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6323 - ALESSANDRA EHRLE Total:					200.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 12/26/21 - 1/8/22	74607		1,233.18
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					1,233.18
Vendor: 6353 - ANDREA IBARRA					
100-1605-7735	ANDREA IBARRA	Youthworks Internship Program	2/2022		100.00
Vendor 6353 - ANDREA IBARRA Total:					100.00
Vendor: 6298 - ANDREW MACMANUS					
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	2042022	202211/1205-7980-Live Scan/A...	640.00
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6298 - ANDREW MACMANUS Total:					740.00
Vendor: 6251 - ANGELA LIUZENG					
100-1605-7735	ANGELA LIUZENG	Youthworks Internship Program	2/2022		100.00
Vendor 6251 - ANGELA LIUZENG Total:					100.00
Vendor: 6351 - ARKIN VALDEZ					
100-1605-7735	ARKIN VALDEZ	Youthworks Internship Program	2/2022		100.00
Vendor 6351 - ARKIN VALDEZ Total:					100.00
Vendor: 1491 - AUTOZONE					
100-1405-7650	AUTOZONE	Vehicle #19 Bulb Replacement	2814546370		7.09
Vendor 1491 - AUTOZONE Total:					7.09
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 2/2022	7722516		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 2/2022	7722516		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 2/2022	7722516	250016-Oper of Acq Prop-1229 ...	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67
Vendor: 5978 - BRIGHTVIEW PAINTING COMPANY					
100-1610-7652	BRIGHTVIEW PAINTING COMPANY	Fitness Ctr Office Demo/Painting	1010		2,950.00
Vendor 5978 - BRIGHTVIEW PAINTING COMPANY Total:					2,950.00

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6348 - CA STATE WATER RESOURCES CONTROL BOARD					
100-1015-7686	CA STATE WATER RESOURCES ...	NPDES Final Fees (Settlement)	2032022		8,230.35
Vendor 6348 - CA STATE WATER RESOURCES CONTROL BOARD Total:					8,230.35
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2022	167594		242.00
Vendor 5559 - CALE AMERICA INC Total:					242.00
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 12/2021	221070102		1,950.00
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					1,950.00
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	Juan Oseguera A/C Training	200002304		25.00
Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:					25.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1205-7980	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 1/2022	559349	202211/1205-7980-Live Scan/A...	32.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 1/2022	559349		192.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					224.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Printer Maint 11/4/21 - 2/3/22	4038782381		144.86
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					144.86
Vendor: 6229 - CAPITAL ONE					
100-1020-7716	CAPITAL ONE	Holiday Events Decor	356263470		107.99
100-1605-7741	CAPITAL ONE	Sports/Playground Supplies	07349		13.91
100-1020-7716	CAPITAL ONE	Return-Tree Lighting Supplies	364439944		-86.85
100-1605-7980	CAPITAL ONE	Finance Charge	1192022		0.32
Vendor 6229 - CAPITAL ONE Total:					35.37
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7965	CHARLES ABBOTT ASSOCIATES ...	Public Works ROW Permit Module	63705		9,000.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					9,000.00
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair	05672173		435.00
Vendor 2025 - CHARLES R SIMPSON Total:					435.00
Vendor: 6324 - CHI LIN					
100-1205-7980	CHI LIN	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6324 - CHI LIN Total:					100.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4107975954		87.47
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4107975954		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4110023256		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4110023256		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					132.95
Vendor: 5504 - CMC LIVSCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVSCAN & NOTARY SERV...	Livescan Services 1/2022	CMC17995	202211/1205-7980-Live Scan/A...	23.00
100-1810-7660	CMC LIVSCAN & NOTARY SERV...	Livescan Services 1/2022	CMC17995		138.00
Vendor 5504 - CMC LIVSCAN & NOTARY SERVICES Total:					161.00
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	City Hall Closet Lock Repair	24286		125.00
Vendor 5025 - DARRELL RAY CARROLL Total:					125.00
Vendor: 5804 - DEWAYNE OWENS					
100-2026	DEWAYNE OWENS	Equipment Deposit Refund	2102022		25.00
Vendor 5804 - DEWAYNE OWENS Total:					25.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7614	DUARTE RECREATION PETTY CA...	Storage Containers	2092022		19.48
100-1605-7730	DUARTE RECREATION PETTY CA...	Santa Suit Cleaning	2092022		100.00

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Boys Night Out Bowling	2092022		114.92
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					234.40
Vendor: 6325 - EMILY SHECKLER					
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	2/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6325 - EMILY SHECKLER Total:					200.00
Vendor: T4456 - ERIKA CIPRIANO					
100-4302	ERIKA CIPRIANO	Citation Refund	DU020015131		123.00
Vendor T4456 - ERIKA CIPRIANO Total:					123.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 12/2021	3948		32.40
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					32.40
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC/Mayors Youth Council Shirts	8989		179.54
Vendor 4039 - FSP DESIGNS Total:					179.54
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 1/1/22 - 1/31/22	4063364908		1,045.53
Vendor 6181 - GOOGLE LLC Total:					1,045.53
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Business Cards/PS Correction Notices	112022		301.20
Vendor 5340 - GRAND PRINTING INC Total:					301.20
Vendor: 3570 - HDL COREN & CONE					
100-1805-7965	HDL COREN & CONE	Property Tax Srvcs 1/2022 - 3/2022	SIN014339		3,037.50
Vendor 3570 - HDL COREN & CONE Total:					3,037.50
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 2/2022	966874		1,673.09
Vendor 6309 - INX BUILDING MAINTENANCE Total:					1,673.09
Vendor: T4460 - JAIME HUMBERTO					
100-2120	JAIME HUMBERTO	Field Rental Deposit Refund	R91758		100.00
Vendor T4460 - JAIME HUMBERTO Total:					100.00
Vendor: 6297 - JAMES FABELA					
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	2/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6297 - JAMES FABELA Total:					200.00
Vendor: 6350 - JULIANNA CANO					
100-1205-7980	JULIANNA CANO	DUSD Tutoring Program	12/2021	202211/1205-7980-Live Scan/A...	100.00
Vendor 6350 - JULIANNA CANO Total:					100.00
Vendor: 4777 - KAREN WARNER ASSOCIATES INC					
100-1405-7965	KAREN WARNER ASSOCIATES I...	Housing Element Consulting	848	202028-Prof.Svc-Housing Elem...	16,048.75
Vendor 4777 - KAREN WARNER ASSOCIATES INC Total:					16,048.75
Vendor: T4455 - LAURA MARQUEZ					
100-2026	LAURA MARQUEZ	Equipment Deposit Refund	2102022		25.00
Vendor T4455 - LAURA MARQUEZ Total:					25.00
Vendor: 0139 - LEAGUE OF CALIFORNIA CITIES					
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	2022 Membership Dues	641123		9,163.00
Vendor 0139 - LEAGUE OF CALIFORNIA CITIES Total:					9,163.00
Vendor: 1927 - LEVON YOTNAKHPARIAN					
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 1/2022	1302022		1,100.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 12/14/21	1302022		550.00
Vendor 1927 - LEVON YOTNAKHPARIAN Total:					1,650.00

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2022 - 3/1/2022	71516		269.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2022 - 3/1/2022	71517		249.00
Vendor 5761 - LIFE STORAGE #530 Total:					518.00
Vendor: T4457 - MARIA SOLIS					
100-2120	MARIA SOLIS	CC Rental Deposit Refund	R92692		500.00
100-4402	MARIA SOLIS	Extra Cleaning	R92692		-28.75
Vendor T4457 - MARIA SOLIS Total:					471.25
Vendor: T4459 - MARIA ZUNIGA					
100-4806	MARIA ZUNIGA	Adult Trip Refund 2/10/22	2000240.005		85.00
Vendor T4459 - MARIA ZUNIGA Total:					85.00
Vendor: 4286 - MAXTREME INC					
100-1815-7831	MAXTREME INC	iPad Case & iPhone Protectors	13589		176.34
100-1815-7980	MAXTREME INC	Cables & Cords	13589		241.41
100-1815-7980	MAXTREME INC	Return-Cables & Cords	13590		-241.41
100-1815-8011	MAXTREME INC	(3) Laptops	13591		5,882.38
Vendor 4286 - MAXTREME INC Total:					6,058.72
Vendor: 6301 - NATALYA BRINK					
100-1605-7735	NATALYA BRINK	Youthworks Internship Program	2/2022		100.00
Vendor 6301 - NATALYA BRINK Total:					100.00
Vendor: 6352 - NICOLAS GALLO					
100-1605-7735	NICOLAS GALLO	Youthworks Internship Program	2/2022		100.00
Vendor 6352 - NICOLAS GALLO Total:					100.00
Vendor: 5851 - OLGALIVIER GARCIA					
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	1/2022	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	2/2022	202211/1205-7980-Live Scan/A...	100.00
Vendor 5851 - OLGALIVIER GARCIA Total:					200.00
Vendor: 6349 - ORLANDO LOZANO					
100-1205-7980	ORLANDO LOZANO	DUSD Tutoring Program	12/2021	202211/1205-7980-Live Scan/A...	100.00
Vendor 6349 - ORLANDO LOZANO Total:					100.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 3/1/22 - 3/31/22	1446586		169.94
Vendor 2466 - POST ALARM SYSTEMS Total:					169.94
Vendor: 5009 - PRO BOXING EQUIPMENT COMPANY					
100-1605-7745	PRO BOXING EQUIPMENT COM...	TC Boxing Equipment	979		391.33
Vendor 5009 - PRO BOXING EQUIPMENT COMPANY Total:					391.33
Vendor: 0186 - RANCHO DUARTE FLORIST					
100-1020-7716	RANCHO DUARTE FLORIST	Veteran's Day Flowers	2362		121.28
Vendor 0186 - RANCHO DUARTE FLORIST Total:					121.28
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	FY22 LLD Engineering Svcs 7/2021	31508		1,020.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 7/2021	31509		1,320.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 7/2021	31510		3,115.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineering 7/2021	31511		360.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 7/2021	31512		2,360.00
100-1405-7967	RKA CONSULTING GROUP	City of Hope PW Inspections 7/2021	31532		560.00
Vendor 0904 - RKA CONSULTING GROUP Total:					8,735.00
Vendor: 4142 - RUDY'S PLUMBING INC					
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing-Otis Gordon Sport Park	7573		125.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					125.00

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4909 - SCP DISTRIBUTORS LLC					
100-1610-7616	SCP DISTRIBUTORS LLC	Double/Triple Reel Cover	31791707		2,168.33
100-1610-7616	SCP DISTRIBUTORS LLC	Custom Thermal Pool Cover	31792843		10,050.67
Vendor 4909 - SCP DISTRIBUTORS LLC Total:					12,219.00
Vendor: 6342 - SHERATON GRAND SACRAMENTO					
100-1605-7610	SHERATON GRAND SACRAMEN...	CPRS Conference Hotel (Barnes/Dang/Perez)	3/8/22-3/11/22		2,292.27
Vendor 6342 - SHERATON GRAND SACRAMENTO Total:					2,292.27
Vendor: 0209 - SMART & FINAL					
100-1605-7737	SMART & FINAL	Adult Day Trip Supplies	170222		67.76
100-1605-7735	SMART & FINAL	TC Cooking Class Supplies	186966		18.37
100-1605-7693	SMART & FINAL	TC MYC Dinner Supplies	345666		8.99
100-1605-7733	SMART & FINAL	SC Sweetheart's Dinner Supplies	483900		42.50
100-1605-7733	SMART & FINAL	SC Sweetheart's Dinner Supplies	733455		4.09
Vendor 0209 - SMART & FINAL Total:					141.71
Vendor: 2688 - STAPLES ADVANTAGE					
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3498329258		45.73
Vendor 2688 - STAPLES ADVANTAGE Total:					45.73
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Genator Inspection 1/13/2022	SA-17870		145.00
Vendor 1610 - SUNWEST ENGINEERING Total:					145.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 1/2022	2092022		2,886.00
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					2,886.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 3/2022	18032		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2022	18033		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 3/2022	18034		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2022	18035		553.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	New Server for Granicus Support	18093		185.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	PS Phone Extension Connection/Changes	18100		330.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,651.50
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Special Assignment Mtg 1/10/22 (Monrovia Pizza)	1252022BV		27.93
100-1205-7610	U.S. BANK	Mtg w/Sergeant Fiedler 1/11/22 (Sushi Fire)	1252022BV		46.31
100-1205-7615	U.S. BANK	EOC 1/22/22 Wind Event Water (Target)	1252022BV		19.47
100-1205-7615	U.S. BANK	EOC 1/22/22 Wind Event Food (Tropicana Mkt)	1252022BV		181.73
100-1205-7615	U.S. BANK	EOC Mobile Command Adapter (Amazon)	1252022BV		38.58
100-1205-7779	U.S. BANK	DART Rose Float Decorating Breakfast (SK Donuts)	1252022BV		25.98
100-1205-7980	U.S. BANK	Animal Control Interviews (BJs Restaurant)	1252022BV		33.48
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	1252022BV		14.99
100-1020-7716	U.S. BANK	Stage Lights/Condiment Server (Amazon)	1252022ME		83.22
100-1020-7716	U.S. BANK	Return-Tree Lighting Supplies (Michaels)	1252022ME		-145.87

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7980	U.S. BANK	Waiter Trays (Arcadia Party Rentals)	1252022ME		40.00
100-1020-7980	U.S. BANK	Awards Event Supplies (Party City)	1252022ME		13.23
100-1020-7980	U.S. BANK	Awards Event String Lights (Amazon)	1252022ME		22.04
100-1020-7980	U.S. BANK	City Recognition Desserts (Portos Bakery)	1252022ME		376.00
100-1020-7980	U.S. BANK	Awards Event Supplies (Winner Party Inc)	1252022ME		40.14
100-1020-7980	U.S. BANK	Recognition Toast Champagne (Smart & Final)	1252022ME		348.17
100-1605-7614	U.S. BANK	Velcro (Amazon)	1252022ME		42.79
100-1605-7614	U.S. BANK	Envelope Moisteners (Amazon)	1252022ME		24.08
100-1605-7693	U.S. BANK	Mayor Youth Council Dinner 1/3/22 (Subway)	1252022ME		159.80
100-1605-7733	U.S. BANK	SC Volunteer K Nielson Flowers (Rancho Duarte)	1252022ME		93.60
100-1605-7733	U.S. BANK	Return-SC Napkins (Amazon)	1252022ME		-15.42
100-1605-7733	U.S. BANK	(3) PCS Whistles (Amazon)	1252022ME		8.81
100-1605-7733	U.S. BANK	SC Valentines Day Supplies (Amazon)	1252022ME		168.60
100-1605-7733	U.S. BANK	SC Bingo Game Cards (Amazon)	1252022ME		30.60
100-1605-7733	U.S. BANK	SC Nat'l Cheese Day Social (Costco)	1252022ME		221.26
100-1605-7741	U.S. BANK	(10) MacGregor Basketballs (Walmart.com)	1252022ME		96.91
100-1605-7741	U.S. BANK	(4) Air Pumps (Amazon)	1252022ME		26.36
100-1605-7745	U.S. BANK	Luis Valenzuela USA Boxing Membership	1252022ME		83.00
100-1605-7745	U.S. BANK	Daniel Sanchez USA Boxing Membership	1252022ME		118.00
100-1605-7745	U.S. BANK	Alwyn Torres III USA Boxing Membership	1252022ME		118.00
100-1605-7745	U.S. BANK	Victor Valenzuela USA Boxing Membership	1252022ME		83.00
100-1605-7980	U.S. BANK	Staff Breakfast Supplies (Target)	1252022ME		35.55
100-1605-7980	U.S. BANK	Return-Staff Breakfast Supplies (Target)	1252022ME		-71.19
100-1610-7618	U.S. BANK	Curtain Rod (Home Depot)	1252022ME		18.99
100-1610-7618	U.S. BANK	Tablecloth Dry Cleaning (Natures Cleaners)	1252022ME		100.00
100-1610-7618	U.S. BANK	Face Masks (Amazon)	1252022ME		85.76
Vendor 4484 - U.S. BANK Total:					2,593.90
Vendor: T4454 - VALERIE CEBREROS MEDINA					
100-2026	VALERIE CEBREROS MEDINA	Equipment Deposit Refund	2102022		25.00
Vendor T4454 - VALERIE CEBREROS MEDINA Total:					25.00
Vendor: 6259 - VICTORIA RAMIREZ					
100-1605-7735	VICTORIA RAMIREZ	Youthworks Internship Program	2/2022		100.00
Vendor 6259 - VICTORIA RAMIREZ Total:					100.00
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80628618		164.74
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					164.74
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 1/2022	13333758		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 1/2022	13333759		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cnty Ctr 1/2022	13333763		65.40

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 1/2022	13333764		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 1/2022	13333773		65.40
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					327.00
Fund 100 - GENERAL FUND Total:					104,206.25

Fund: 220 - GAS TAX FUN

Vendor: 3957 - JCL TRAFFIC SERVICES

220-2210-7813	JCL TRAFFIC SERVICES	15 MPH Signs	112908		252.23
220-2210-8070	JCL TRAFFIC SERVICES	Street Sign Replacement	113009		341.98
Vendor 3957 - JCL TRAFFIC SERVICES Total:					594.21

Vendor: 6206 - KHR ASSOCIATES

220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade 8/1/21 - 1/31/22	22-10702	202106-Highland Promenade ...	13,330.00
Vendor 6206 - KHR ASSOCIATES Total:					13,330.00

Vendor: 6009 - KOA CORPORATION

220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 11/1/21 - 11/28/21	JC11129 - 3		3,022.60
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 11/29/21 - 1/31/22	JC11129 - 4		1,441.94
220-2225-7980	KOA CORPORATION	Overpayment on Invoice # JC11129 - 2	CK216810		-2,557.60
Vendor 6009 - KOA CORPORATION Total:					1,906.94

Vendor: 0904 - RKA CONSULTING GROUP

220-2225-7965	RKA CONSULTING GROUP	Duarte Rd PS&E Improvements 7/2021	31533	202027-Prof Svc-COH Sidewalk/...	320.00
Vendor 0904 - RKA CONSULTING GROUP Total:					320.00
Fund 220 - GAS TAX FUN Total:					16,151.15

Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND

Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC

240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		355.00

Council Warrant Register By Vendor

Payment Dates: 2/10/2022 - 2/23/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 2/2022	7722516		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					20,636.07
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Ext Park	7572		129.41
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Hacienda Park	7574		125.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					254.41
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Irrigation Repair-Royal Oaks Trail	116006745-001		110.25
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					110.25
Vendor: 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION					
240-2405-7890	STATE OF CALIFORNIA DEPT OF ...	Signal Maintenance 10/2021 - 12/2021	SL220779		487.96
Vendor 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION Total:					487.96
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					21,488.69
Fund: 270 - PAEG - PUBLIC ACCESS					
Vendor: 6235 - AVIDEX INDUSTRIES LLC					
270-2705-8100	AVIDEX INDUSTRIES LLC	Broadcast Equipment	39573REV-2		13,949.67
Vendor 6235 - AVIDEX INDUSTRIES LLC Total:					13,949.67
Fund 270 - PAEG - PUBLIC ACCESS Total:					13,949.67
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY LLC	City Vehicle Cleaning 12/2021	3948		16.20
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					16.20
Fund 440 - PROPOSITION A TRANSIT FUND Total:					16.20
Fund: 475 - MEASURE M LR TRANSIT FUND					
Vendor: 4301 - UNITED STORM WATER INC					
475-2127	UNITED STORM WATER INC	Retention-FY22 City Owned CPS/ARS Catch Basin	SW38172-2	202031-(CITY) ARS/CPS Catch B...	2,424.99
Vendor 4301 - UNITED STORM WATER INC Total:					2,424.99
Fund 475 - MEASURE M LR TRANSIT FUND Total:					2,424.99
Grand Total:					158,236.95

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	104,206.25
220 - GAS TAX FUN	16,151.15
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	21,488.69
270 - PAEG - PUBLIC ACCESS	13,949.67
440 - PROPOSITION A TRANSIT FUND	16.20
475 - MEASURE M LR TRANSIT FUND	2,424.99
Grand Total:	158,236.95

Account Summary

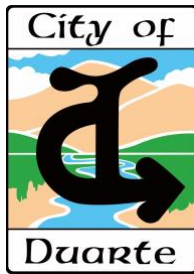
Account Number	Account Name	Payment Amount
100-1015-7686	Other Legal Services	8,230.35
100-1020-7716	Special Community Events	79.77
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	1,650.00
100-1020-7980	Other Expenses	839.58
100-1025-7699	League Of Calif Cities	9,163.00
100-1205-7610	Travel, Mtgs & Conf	74.24
100-1205-7615	Emergency Supplies	239.78
100-1205-7650	Vehicle Maintenance	32.40
100-1205-7761	Parking Ticket Collect	2,886.00
100-1205-7762	Parking Pass Kiosk Costs	242.00
100-1205-7779	Youth Programs	25.98
100-1205-7780	Animal Control	25.00
100-1205-7782	Crossing Guard Contract ...	1,233.18
100-1205-7980	Other Expenses	1,943.47
100-1405-7650	Vehicle Maintenance	7.09
100-1405-7800	Building Department Serv...	518.00
100-1405-7965	Professional Services	25,048.75
100-1405-7967	Public Works Inspections	1,880.00
100-1405-7969	City Engineer	6,855.00
100-1410-7656	Emergency Generator	145.00
100-1415-7661	Other Serv-Sports Park	125.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	2,292.27
100-1605-7614	Office Supplies	132.08
100-1605-7693	Youth Council	168.79
100-1605-7730	Special Events	100.00
100-1605-7733	Senior Center	554.04
100-1605-7735	Teen Center	912.83
100-1605-7737	Adult Excursions	67.76
100-1605-7741	Sports/Playground Progr...	137.18
100-1605-7745	Boxing Program	793.33
100-1605-7980	Other Expenses	-35.32
100-1610-7616	Pool Supplies	12,219.00
100-1610-7618	Building Supplies	369.49
100-1610-7636	Uniforms	116.55
100-1610-7652	Building Maint Services	8,974.43
100-1805-7965	Professional Services	3,037.50
100-1810-7660	Other Services	330.00
100-1815-7632	Software Maintenance	1,045.53
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	1,913.50
100-1815-7831	Wireless Phones/Devices	176.34
100-1815-7980	Other Expenses	185.00
100-1815-8011	Computer Equipment (Cap..	5,882.38
100-1825-7613	Duplications And Photos	301.20
100-1825-7631	Equipment Maintenance	144.86

Account Summary

Account Number	Account Name	Payment Amount
100-1825-7945	Operation Of Acq Prop	41.67
100-2026	EE Equipment Deposit	75.00
100-2120	Refundable Deposits	750.00
100-4302	Parking Citations	123.00
100-4402	Community Center Rentals	-28.75
100-4806	Excursion Fees	85.00
220-2205-8100	Other Capital Improvemnts	13,330.00
220-2210-7813	Regulatory Signs	252.23
220-2210-8070	Street Improvements (Cap...	341.98
220-2225-7965	Professional Services	320.00
220-2225-7980	Other Expenses	1,906.94
240-2405-7890	Repairs-Traffic Signal	487.96
240-2410-7662	Other Serv-Citywide	254.41
240-2410-7888	Repairs-Citywide	110.25
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	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
270-2705-8100	Other Capital Improvemnts	13,949.67
440-4405-7650	Vehicle Maintenance	16.20
475-2127	Retention Payable	2,424.99
Grand Total:		158,236.95

Project Account Summary

Project Account Key	Payment Amount
None	124,176.54
202027-Prof Svc-COH Sidewalk/Ped Lighting	320.00
202028-Prof.Svc-Housing Element - Karen Werner	16,048.75
202031-(CITY) ARS/CPS Catch Basin Install	2,424.99
202106-Highland Promenade Measure M	13,330.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	1,895.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	158,236.95



PUBLIC SAFETY STATUS REPORT February 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently down 36.99% year to date. We have started out the year with every category either down or unchanged in comparison to the same time frame as last year.
2. Special Assignment Team	The Special Assignment team is currently working on Community Outreach events and to that end we have scheduled a coffee with a deputy on March 16 th from 2-3:30PM at the Starbucks located at the corner of Huntington Drive and Buena Vista Street..
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grants we are administering to: This grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed. We are currently servicing one female adult in this program. This program ends in May of 2022.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony is currently working with Irwindale and LAHSA to conduct the homeless count on February 22.
3. Riverbed Areas	The Army Corps of Engineers and the City of Azusa are currently working on planning and organizing a clean up in the riverbed north of Huntington Drive.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145

PROJECT/PROGRAM		STATUS
		Azusa - 243
EMERGENCY PREPAREDNESS		
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.	



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended January 31, 2022
(58.3% of FY 2021-22 Completed)

Contents

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Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

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

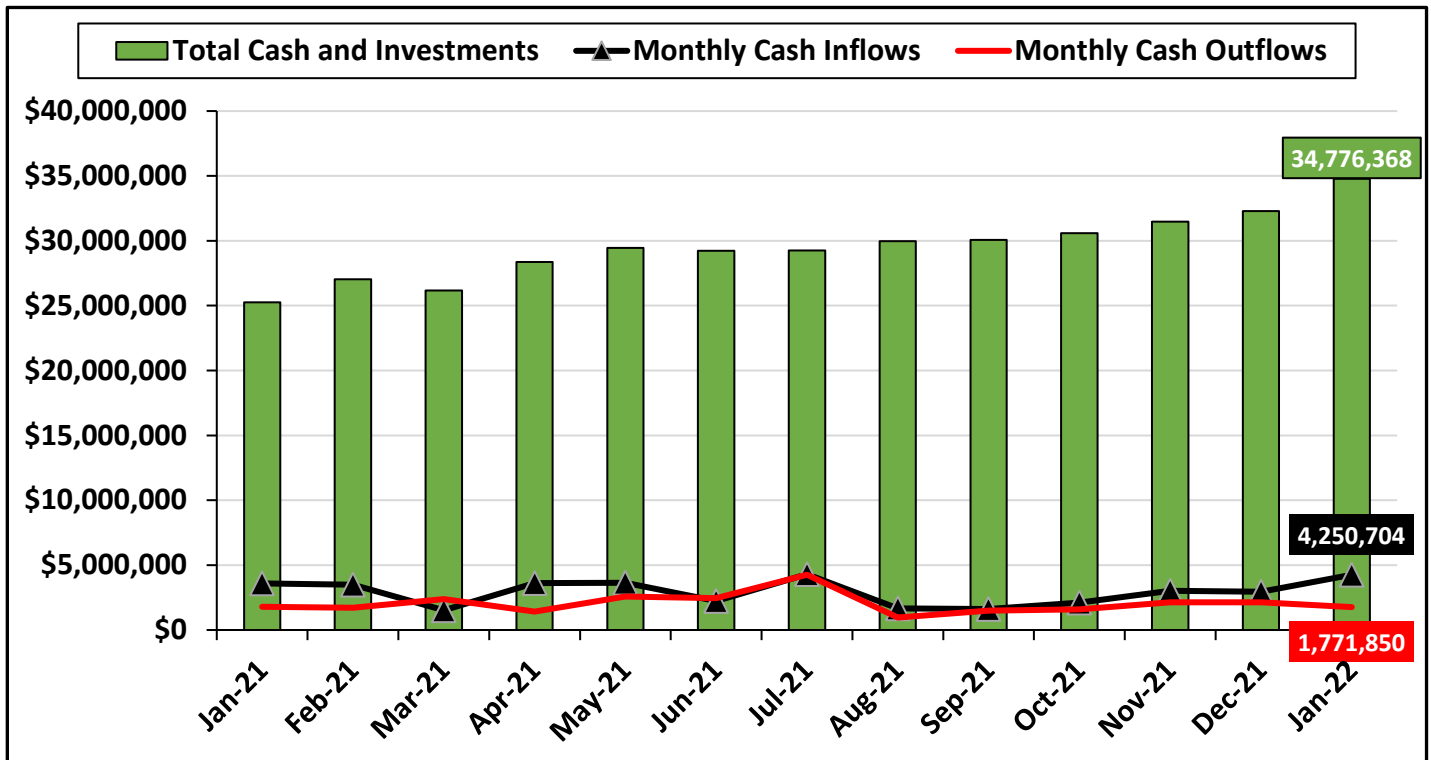
Unemployment Rate (in %)*					
	Nov-19	Nov-20	Sep-21	Oct-21	Nov-21
Irwindale	5.5	14.8	10.2	9.9	8.9
Duarte	4.9	13.4	9.2	8.9	8.1
Azusa	4.1	11.4	7.6	7.0	6.0
Monrovia	3.8	10.0	6.6	6.2	5.9
Arcadia	3.3	8.5	5.7	5.5	5.0
Los Angeles County	4.6	12.5	9.9	9.4	8.9
California	4.1	8.7	7.5	7.3	6.9
United States	3.6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

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

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances Month Ended January 31, 2022

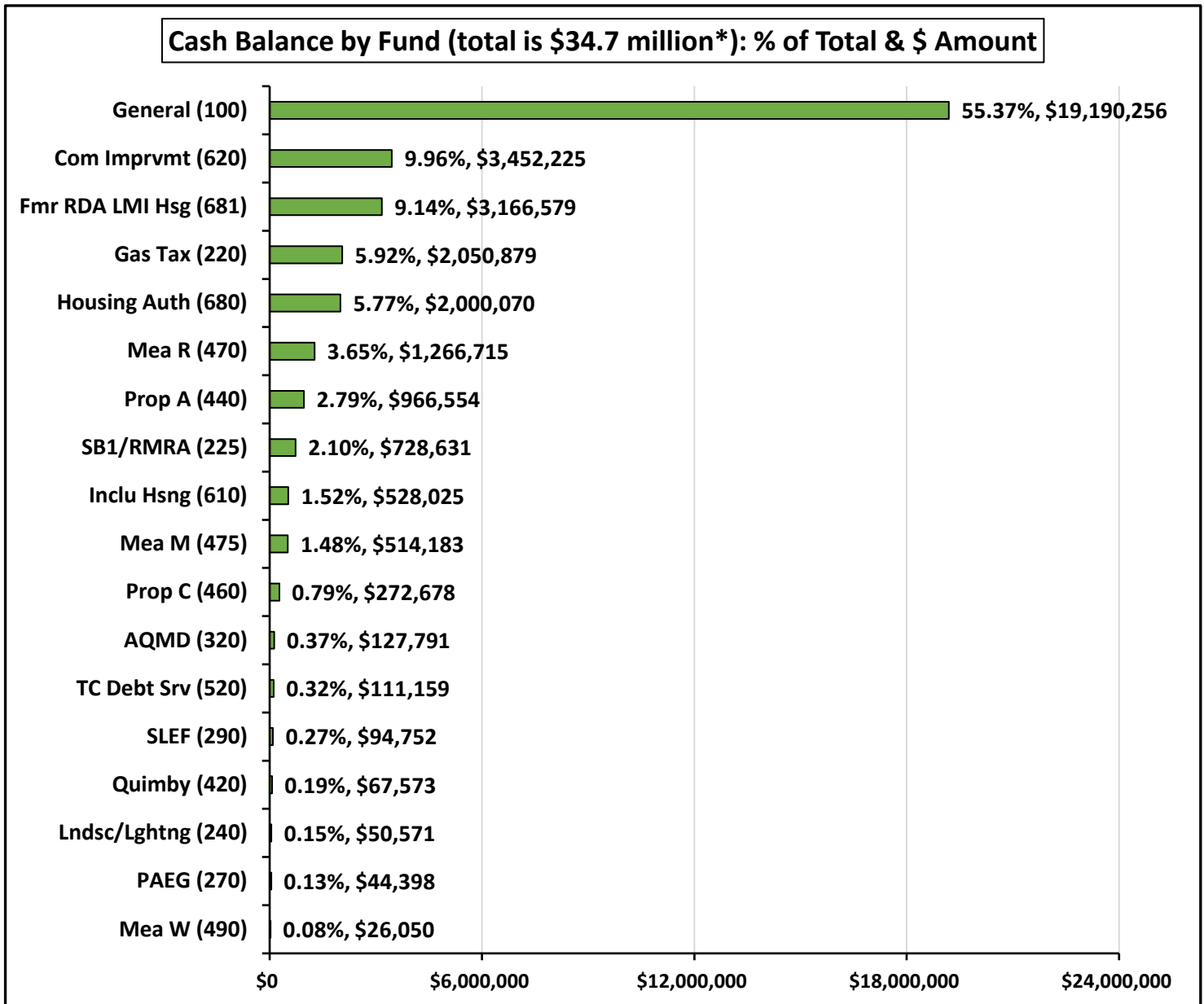
MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (01/01/2022)	\$16,839,029	\$15,458,484	\$32,297,513
Cash Inflows			
Receipts	\$4,241,805	\$8,899	\$4,250,704
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$4,241,805	\$8,899	\$4,250,704
Cash Outflows			
Disbursements	\$1,771,850	\$0	\$1,771,850
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,771,850	\$0	\$1,771,850
Net Activity	\$2,469,955	\$8,899	\$2,478,855
Ending Balance (01/31/2022)	\$19,308,985	\$15,467,383	\$34,776,368



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

CITY OF DUARTE

Treasury Report - Cash Balance by Fund Month Ended January 31, 2022



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

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

CITY OF DUARTE

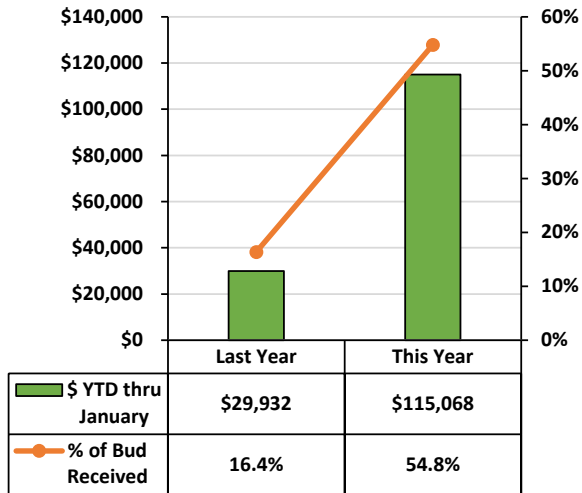
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through January versus Prior Year



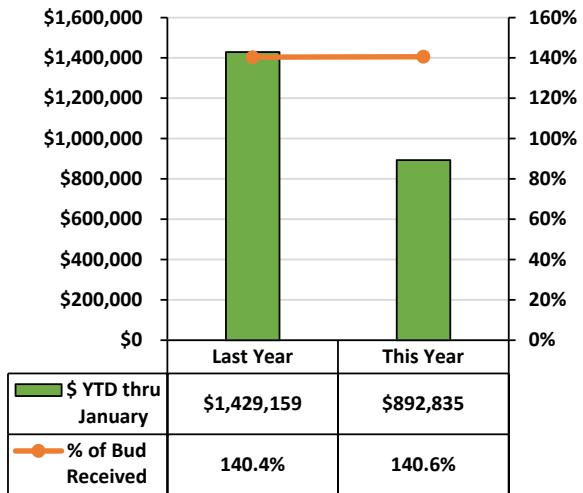
CITY OF DUARTE

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

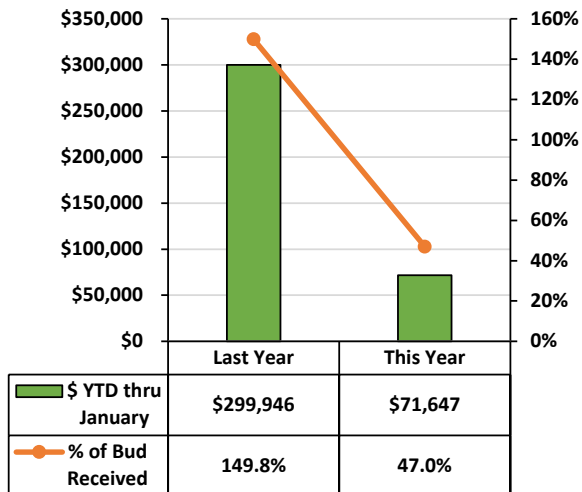
Recreation Fees



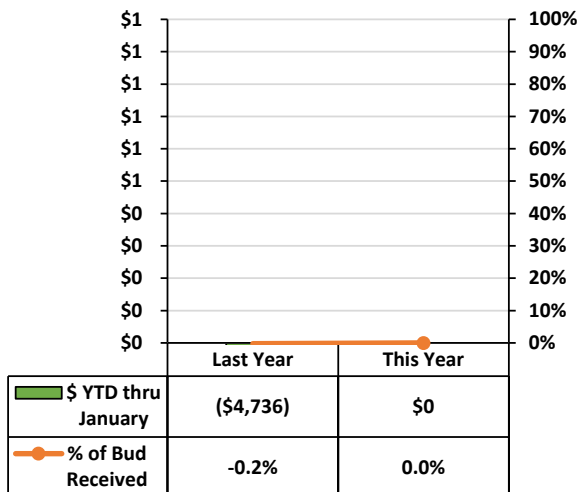
Other Service Charges



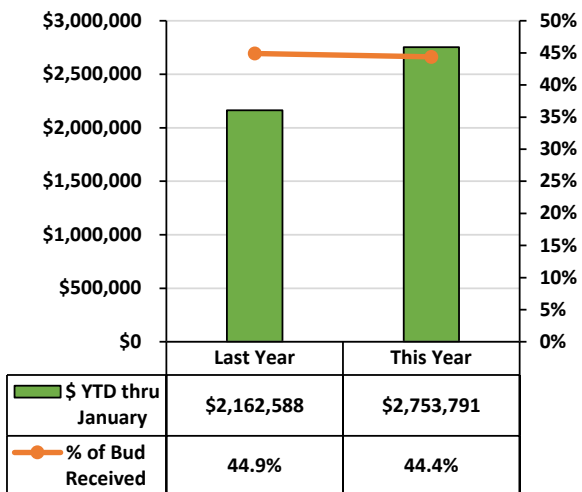
Miscellaneous



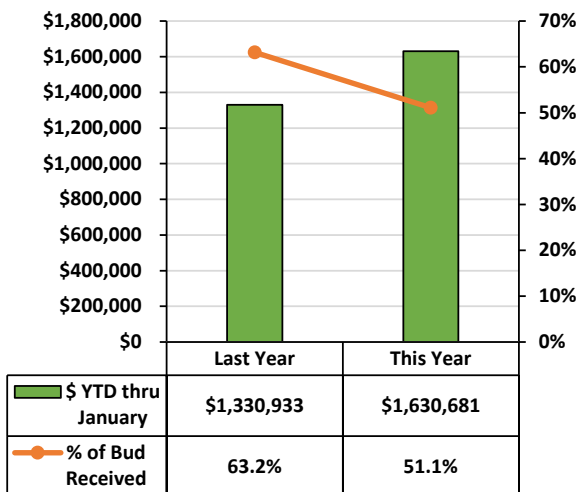
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

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



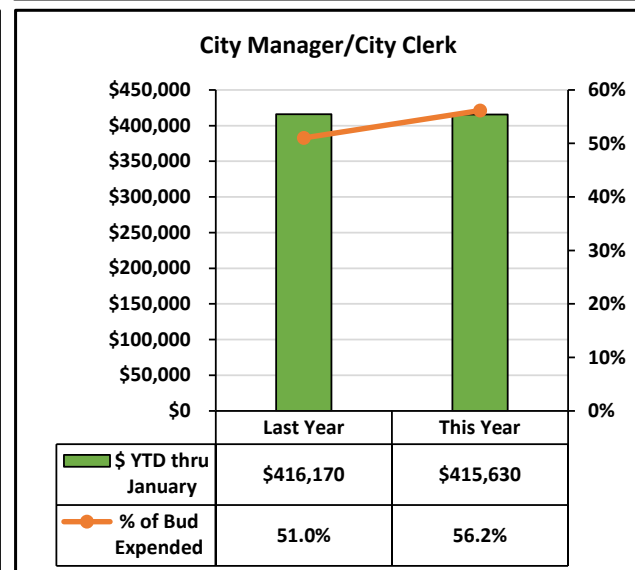
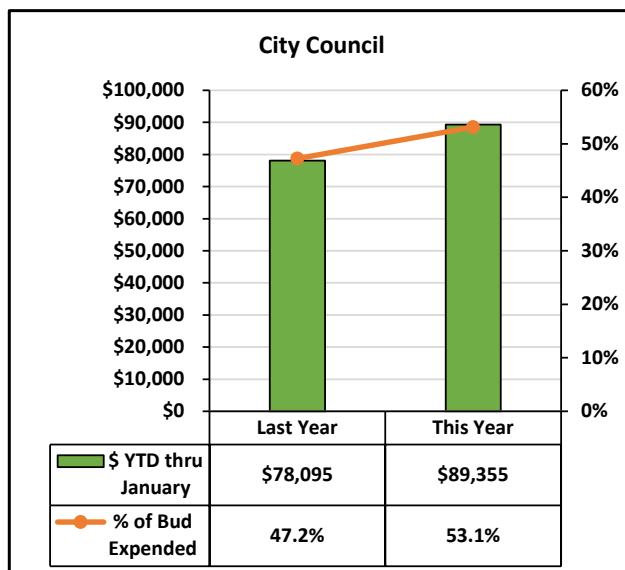
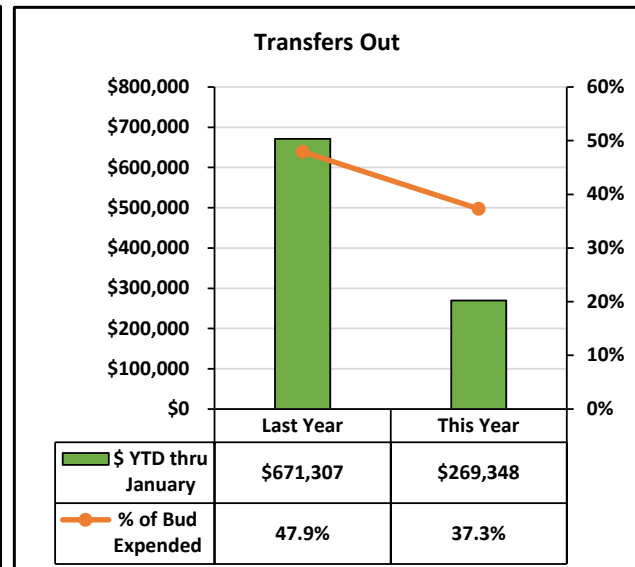
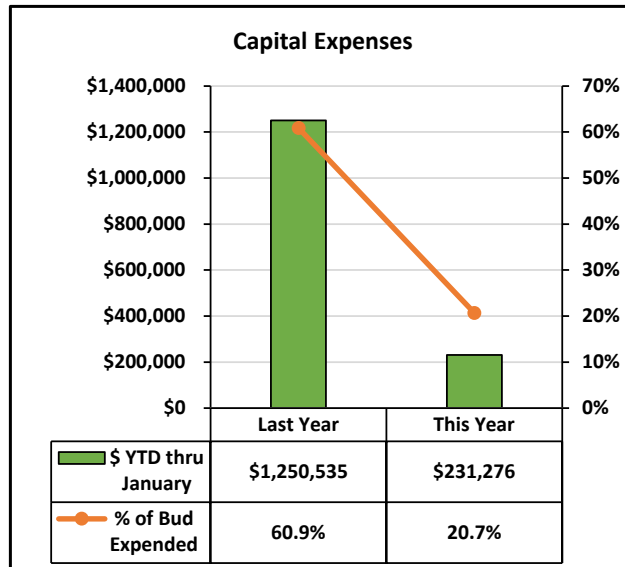
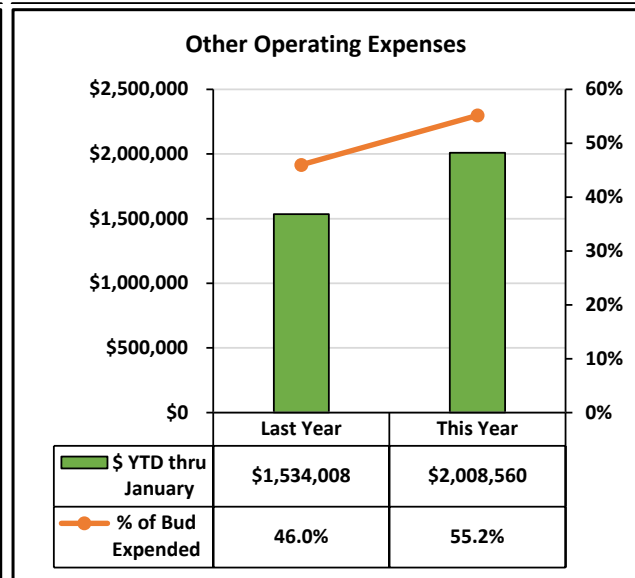
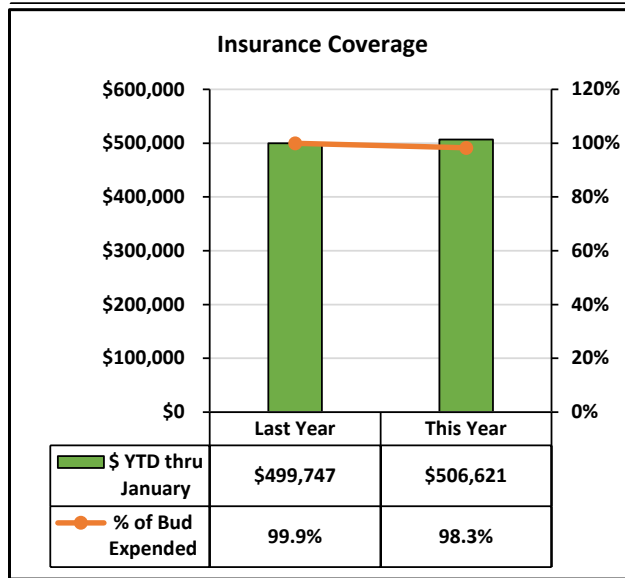
CITY OF DUARTE

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



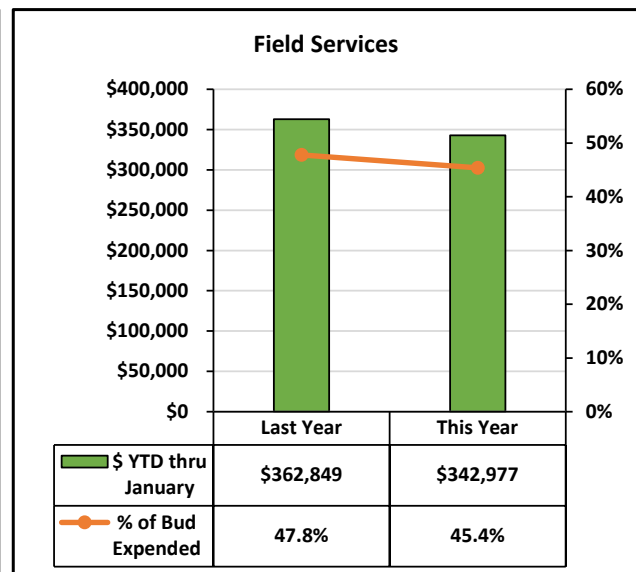
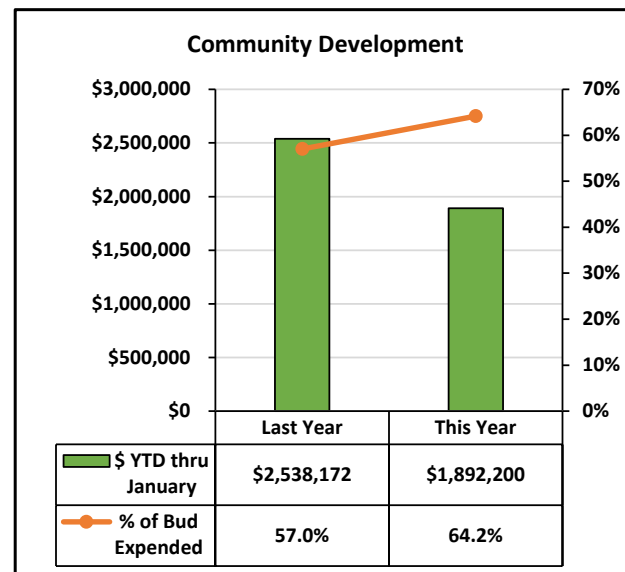
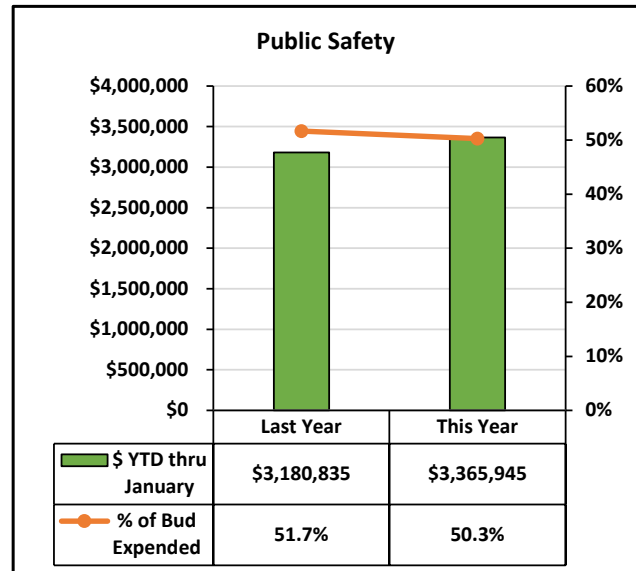
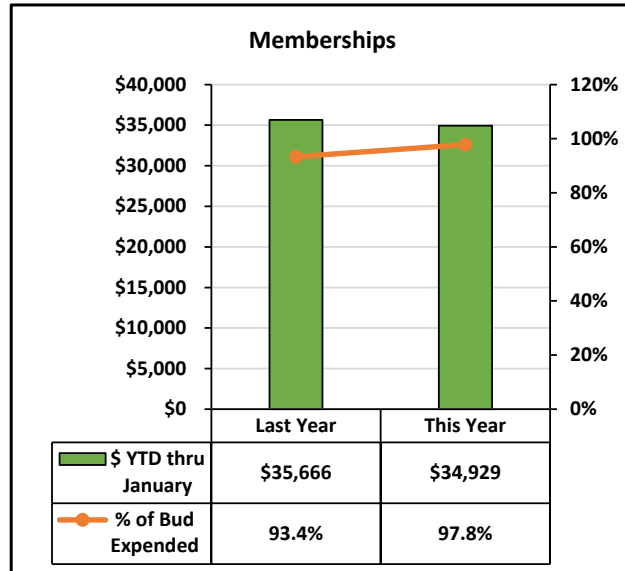
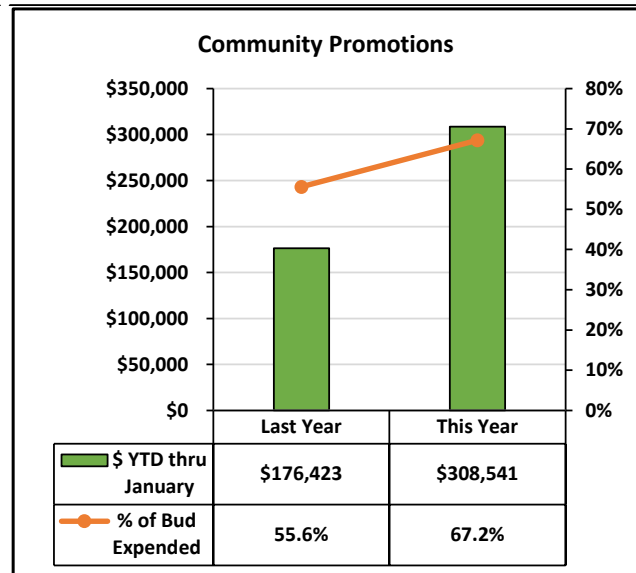
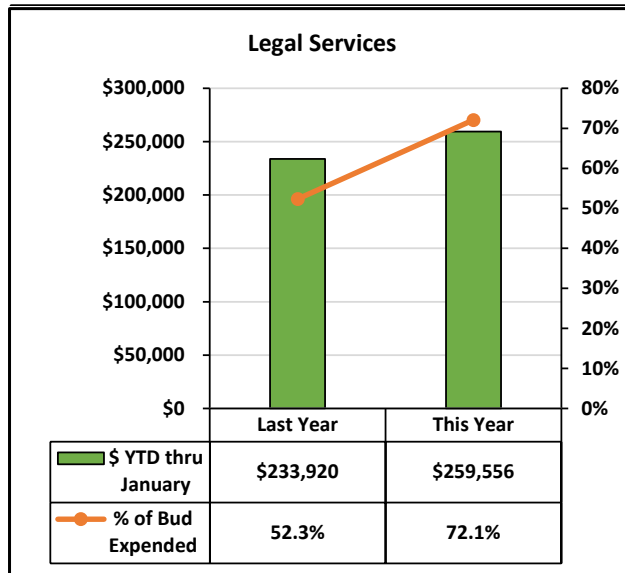
CITY OF DUARTE

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



CITY OF DUARTE

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



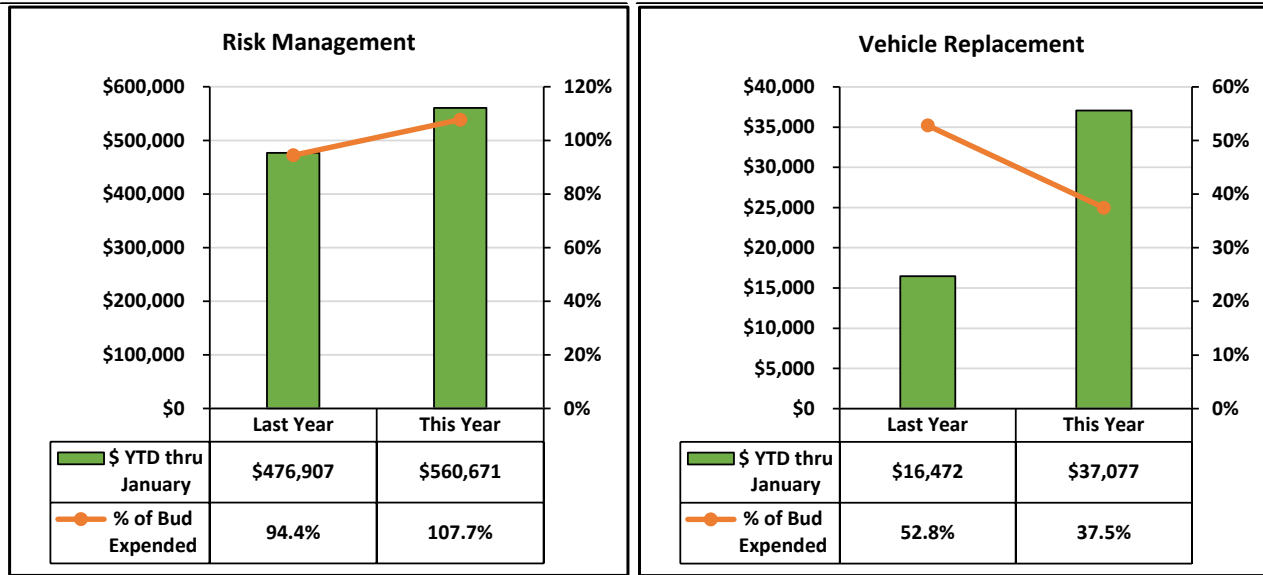
CITY OF DUARTE

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



CITY OF DUARTE

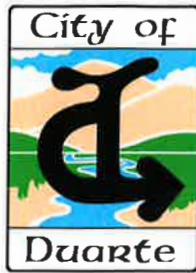
General Fund Expenditures by Category & Division FY 2021-22 Year-to-Date Through January versus Prior Year



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	12,110,584	0	10,953,278	269,348	887,958	20,622,065
220	Gas Tax	2,095,465	271,525	0	344,359	0	(72,834)	2,022,631
225	SB1/RMRA	546,342	182,289	0	0	0	182,289	728,631
240	Lghtng & Lndscpng	105,278	506,878	0	595,709	0	(88,830)	16,448
260	CDBG	(36)	1,663	0	3,850	0	(2,187)	(2,223)
270	PAEG	36,139	8,259	0	0	0	8,259	44,398
290	Supp Law Enfrcmnt	0	157,640	0	80,075	0	77,565	77,565
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	7,125	0	9,485	0	(2,360)	127,792
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	40	0	0	0	40	67,573
440	Prop A	825,277	351,255	0	240,822	0	110,432	935,709
460	Prop C	182,526	259,501	0	194,534	0	64,967	247,493
470	Mea R	1,071,493	195,222	0	0	0	195,222	1,266,715
475	Mea M	339,987	220,271	0	48,500	0	171,771	511,758
490	Mea W	50,454	25	0	24,429	0	(24,404)	26,050
520	Town Cntr Debt Serv	262,101	89	0	151,030	0	(150,941)	111,160
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	309	0	0	0	309	528,025
620	Community Impr	776,404	321,045	48,511	251,907	0	117,649	894,053
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	1,422	0	21,009	0	(19,586)	2,000,071
681	Fmr RDA L/M Hsg	4,055,055	1,855	1,200,000	8,578	0	1,193,277	5,248,332
Total - All Funds		32,826,845	14,596,998	1,469,348	13,148,402	269,348	2,648,596	35,475,441



Agenda Item: 7G

CM Review: 

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Amanda Hamilton, Public Works Manager

SUBJECT: Irrevocable Offer of Dedication for Right-of-Way Purposes

RECOMMENDATION: Adopt Resolution No. 22-08 accepting the Irrevocable Offer of Dedication of six parcels totaling 8,453 square feet on Cinco Robles Drive and authorize the City Engineer and the City Clerk to finalize documents with the County Clerk.

FISCAL IMPACT: None

BACKGROUND

City of Hope's Expansion of Parking Lot F and Completion of Lot G is currently in the final stages of construction. As part of project approval on September 28, 2020, a condition of approval (#7) was included to address "the discrepancies between the City right-of-way map and City of Hope property lines, which may include City vacation of right-of-way or dedication from City of Hope". During preliminary plan review, Staff discovered that portions of improved street and sidewalk along the east side of Cinco Robles Drive, adjacent to the Lot F&G project, were owned by City of Hope rather than being part of the public right-of-way. The City maintains the existing street improvements, even though the street and parkway areas have never been dedicated and the existing public improvements are technically still on private property. If approved, the proposed acceptance of the dedication will mean that the property in question will be owned by the City. The proposed dedication includes six parcels totaling 8,453 square feet of additional right-of-way and for street and sidewalk purposes.

DISCUSSION/ANALYSIS

There will be no physical changes related to the dedication and the potential impacts to the parking lot's setbacks have already been accounted for in the project's design. Furthermore, the public improvements are in place and will continue to be maintained by the City. The new right-of-way and property line will be consistent with the development pattern that exists at the Expansion of Parking Lot F and Completion of Lot G project site.

Attached is the legal description, associated right-of-way dedication plat map, and the site plan design review. The City Engineer has reviewed the attachments and found them to be technically correct.

RECOMMENDATION

Adopt Resolution No. 22-08 accepting the Irrevocable Offer of Dedication of six parcels totaling 8,453 square feet on Cinco Robles Drive and authorize the City Engineer and the City Clerk to finalize documents with the County Clerk.

FISCAL IMPACT

None

ATTACHMENTS

Attachment A: Legal Description

Attachment B: Right-of-Way Dedication

Attachment C: Resolution No. 22-08

Attachment D: Site Plan & Design Review Case #2020-02



PROJECT No. 1900588
Date Prepared: 6/18/2021
Drawn by: BR
Checked by: DG

LEGAL DESCRIPTION EXHIBIT "A"

RIGHT OF WAY DEDICATION – EASEMENT

THOSE PORTIONS OF LOT 5 OF SECTION 31, TOWNSHIP 1 NORTH, RANGE 10 WEST, OF THE SUBDIVISION OF THE RANCHO AZUSA DE DUARTE, IN THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 6, PAGES 80 THROUGH 82, INCLUSIVE, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

PARCEL 1:

THE WESTERLY 18.00 FEET OF THE EASTERLY ONE-HALF OF SAID LOT 5, DESCRIBED AS:

COMMENCING AT THE INTERSECTION OF THE WESTERLY LINE OF THE EASTERLY ONE-HALF OF SAID LOT 5 WITH THE NORTHERLY LINE OF SAID LOT 5; THENCE ALONG SAID WESTERLY LINE SOUTH 00°03'48" WEST 758.47 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WESTERLY LINE SOUTH 00°03'48" WEST 474.24 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 40.00 FEET, A RADIAL OF SAID CURVE BEARS SOUTH 17°23'39" EAST; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 31°07'58", AN ARC LENGTH OF 21.73 FEET TO A POINT IN THE EASTERLY LINE OF OF THE WESTERLY 18.00 FEET OF THE EASTERLY ONE-HALF OF SAID LOT 5; THENCE ALONG SAID EASTERLY LINE NORTH 00°03'48" EAST 462.65 FEET; THENCE SOUTH 89°43'55" WEST 18.00 FEET, TO THE TRUE POINT OF BEGINNING.

CONTAINING 8,453 SQUARE FEET MORE LESS.

SUBJECT TO ALL COVENANT, RIGHTS, RIGHTS OF WAY AND EASEMENTS OF RECORD.

EXHIBIT "B" ATTACHED AND BY THIS REFERENCE MADE PART HEREOF.

PREPARED UNDER THE DIRECTION OF:

Robert S. Rogers 2-8-2022

ROBERT S. ROGERS, LS 8348
BUCK.ROGERS@KPFF.COM



kpff

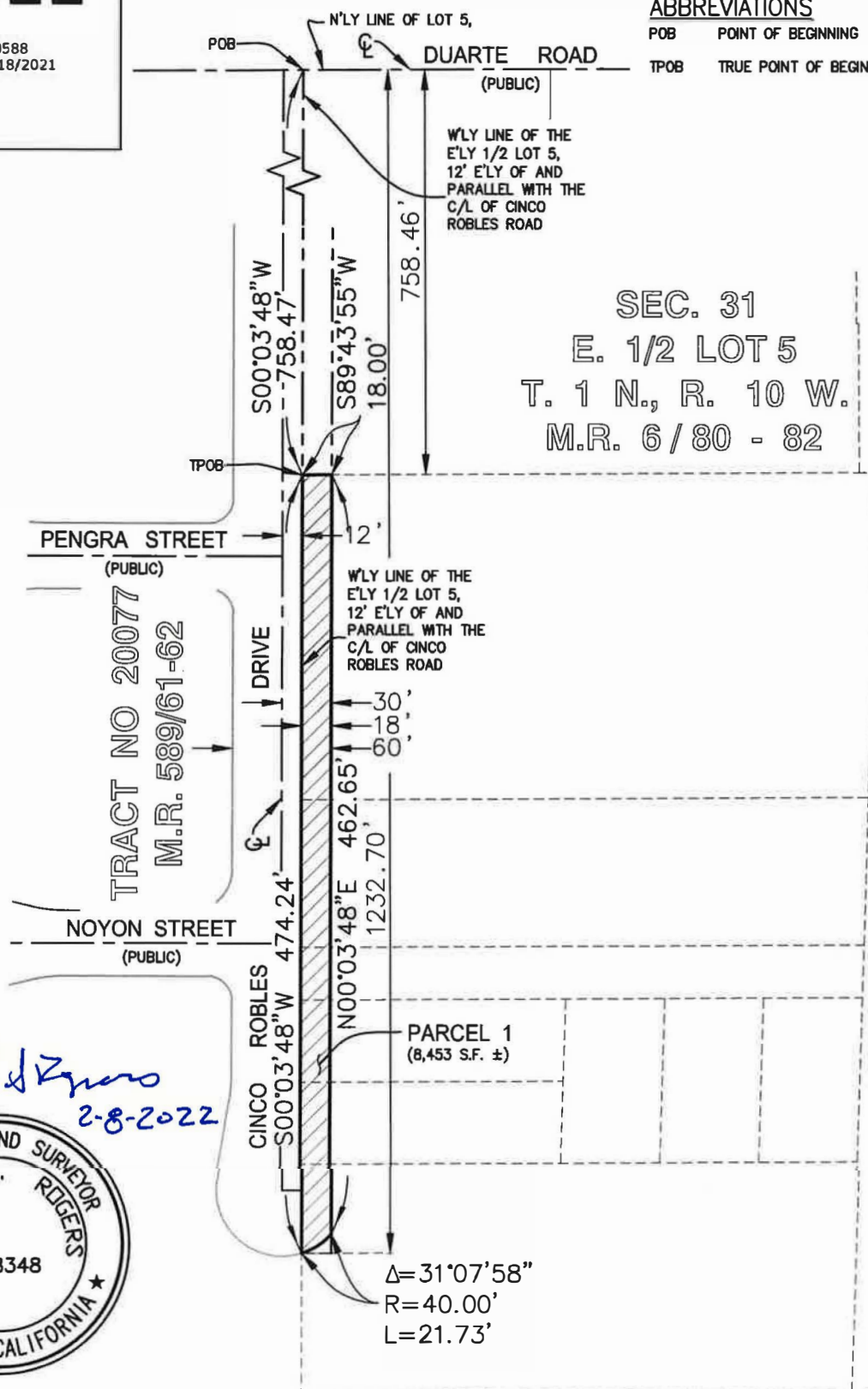
PROJECT No. 1900588
Date Prepared: 6/18/2021
Drawn by: BR
Checked by: DG

EXHIBIT "B"

RIGHT OF WAY DEDICATION

ABBREVIATIONS

POB POINT OF BEGINNING
TPOB TRUE POINT OF BEGINNING



P.M.B.
366 / 36-38

Robert S. Rogers
2-8-2022



0 50' 100'

SCALE: 1"=100'

ATTACHMENT C

RESOLUTION NO. 22-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ACCEPTING AN IRREVOCABLE OFFER OF DEDICATION FROM CITY OF HOPE FOR PROPERTY LOCATED ALONG A PORTION OF THE EAST SIDE OF CINCO ROBLES DRIVE ASSOCIATED WITH THE EXPANSION OF PARKING LOT F AND COMPLETION OF LOT G

WHEREAS, a majority of the properties along the east side of Cinco Robles Drive, south of Duarte Road did not completely dedicate street right-of-way to the City of Duarte when the property was originally subdivided/improved, and existing public improvements are located on private property; and

WHEREAS, conditions of approval related to the Expansion of Parking Lot F and Completion of the Lot G project required dedication of private property to address existing street right-of-way issues; and

WHEREAS, the City of Hope has provided an irrevocable offer of dedication for six parcels totaling 8,453 square feet, associated with the Expansion of Parking Lot F and Completion of Lot G Project, and as depicted in the legal description and associated map (Exhibits A & B) to the City of Duarte, as public right-of-way; and

WHEREAS, the acceptance of dedication of the Public Right-of-Way Property as a public street at this time is necessary to the public interest and convenience; and

WHEREAS, pursuant to the California Environmental Quality Act ("CEQA") and the City's local CEQA Guidelines, City Staff determined that the acceptance of dedication of the Public Right-of-Way Property (the "Project") is covered by the general rule, pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR§ 15061(b)(3)), that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and City Staff found that there is no possible significant effect directly related to the Project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, RESOLVES AS FOLLOWS:

SECTION 1. The City Council finds that all the facts set forth in the Recitals of this Resolution are true and correct.

SECTION 2. The City Council has reviewed the Project and based upon the whole record before it, in the exercise of its independent judgment and analysis, concurs that the acceptance of the dedication is exempt from consideration under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061 (b)(3), because acceptance of the dedication will not in and of itself cause any change in the environment, and therefore no further action is required under CEQA.

SECTION 3. In accordance with the provisions of Government Code Section 7050, the City Council approves and adopts the irrevocable offer of dedication for six parcels totaling 8,453 square feet, associated with the Expansion of Parking Lot F and Completion of Lot G project, and as depicted in the legal description and associated map (Exhibits A & B) to the City of Duarte, as public right-of-way.

SECTION 4. The City Clerk is hereby authorized and directed to record such documents as are necessary to evidence this acceptance of the dedication of the Public Right-of-Way Property. The City Engineer is hereby authorized and directed to approve, accept, and execute on behalf of the City such documents and instruments necessary to effectuate this acceptance of dedication of the Public Right-of-Way property.

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

Margaret Finley
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 22-08 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 22nd day of February, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annette Juarez
City Clerk



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 - (626) 357-7931 - FAX (626) 358-0018

September 28, 2020

Samuel Staley
City of Hope
1500 Duarte Rd.
Duarte, CA 91010

**Re: Site Plan & Design Review Case #2020-02
Expansion of Parking Lot F and Completion of Lot G, City of Hope Campus
1500 Duarte Road**

Dear Mr. Staley:

The Duarte Community Development Department received plans for the expansion of the Lot G parking lot, which will add 115 parking spaces to the City of Hope Campus located at 1500 Duarte Road in Duarte. The proposal is subject to review from the Community Development Director under the Site Plan and Design Review Process, pursuant to Section 19.122.030 of the Duarte Development Code (DDC). Under the direction of the Director, your project has been approved based on the following findings and subject to conditions of approval (exhibit A). This decision and conditions imposed are subject to a 15-day appeal period in accordance with Section 19.144 of the Duarte Development Code.

The proposed development is:

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

The project conforms to the goals and objectives of the General Plan and the regulations of the City of Hope Specific Plan including the intent and purpose, permitted uses, and other development standards. Three houses have been demolished to accommodate parking area and this change of use is in accordance with the Specific Plan. The design of the parking lots will be consistent with the standards established in the parking section of the City of Hope Specific Plan. Roadway widening is required for a segment of Village Road that is adjacent to the project area. A condition of approval has been included to ensure on-site roadways meet the City of Hope Specific Plan and are enlarged to meet growth on-campus.

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

This project proposes to construct a 1.8-acre parking lot within the 116-acre City of Hope Campus. No square-footage will be added as a result of this project and three structures have been demolished to clear area for the intended parking use. The parking lot improvements are intended to provide required parking for the medical uses in the adjacent buildings and will comply with ADA standards, taking into consideration the the topography of the site. Therefore the parcel is adequate in size and properly graded to accommodate the proposed improvement.

3. In compliance with the applicable criteria specified in Subsection 19.122.040 D. (Application Filing, Processing, and Review), and the site is suitable for the proposed development;
 - a. *Compatibility. The proposed parking lot design is consistent with the concepts illustrated in the specific plan and complementary to other newly constructed and renovated parts of the campus. The proposed expansion of Parking Lot G has been designed to integrate with Parking Lot F. A condition has been included to widen Village Road adjacent to the project, so that on-site roadways provide sufficient capacity to handle projected growth and meet campus circulation objectives in accordance with the City of Hope Specific Plan*
 - b. *Architectural Design and Detail. The project does not include the alteration of any structures, which would require care to ensure that the architectural design and detail was of quality.*
 - c. *Landscape, Lighting, Parking, Signs, and Other Design Details.*
 - *Equipment and Utilities. No equipment or utilities are proposed within the parking lot. Existing overhead utilities within the project site and on the abutting public roadway, Cinco Robles Drive, will be required to be undergrounded, as stipulated by Chapter 16.30 of the Duarte Municipal Code.*
 - *Fences/Walls. The project site is bound to the west with an existing 6'-0"-tall split face CMU wall adjacent to Cinco Robles Drive, which will remain. The one section that does not have a wall is an existing driveway that will be demolished and a wall will that will match the adjacent walls will be constructed to fill in the gap. Furthermore, the existing fence in Lot F that separates the proposed project from an adjacent residence will be conditioned to be replaced by a decorative block wall.*
 - *Landscaping. Landscaping is proposed in the parking area. The landscaping selected will be drought tolerant in compliance with City and Specific Plan requirements and will be compatible with the existing landscaping within Lots F and G. A condition of approval requires both new planting and irrigation of the landscape area that is currently unimproved, as well as, revitalization of existing landscape and irrigation along Cinco Robles Drive.*
 - *Lighting. Proposed lighting will match or complement existing lighting used on the campus and meet the requirements of the City of Hope Specific Plan.*

- *Parking. This project will provide 115 parking stalls in support of all the uses on the west side of campus. This expansion in parking will support the expansion and densification of the campus that is occurring in accordance to the City of Hope Specific Plan.*
- *Signs. Accessible Parking, EV/Clean air vehicle stalls will be installed in compliance with the Building Code. No other signs will be installed.*

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

The site is sufficient in size and shape to accommodate the project. The proposed hardscape improvements will provide necessary parking for the west side of the City of Hope Campus in support of existing uses and the expansion proposed in the Specific Plan. Conditions have been included to ensure the project mitigates impacts to adjacent residential neighborhoods, and meets undergrounding requirements set forth by the Duarte Municipal Code.

If you have any questions regarding this action you may contact me at 626-357-7931 ext. 238, Monday through Thursday between the hours of 7:30 AM and 6:00 PM.

Sincerely,



Prepared by:
Nick Baldwin, AICP
Associate Planner

Attachment: Exhibit A - Conditions of Approval
 Exhibit B – Village Road Street Widening Conceptual Plan
 Construction and Demolition Waste Diversion Program

EXHIBIT A
CONDITIONS OF APPROVAL
Site Plan & Design Review Case 2020-02
Expansion of Parking F and Completion of Lot G - City of Hope Campus

1. This approval is for the completion and expansion of Lots G to connect with Lot F and the expansion of Lot F to the adjacent vacant lot to the west. This approval includes work in the right of way along Cinco Robles including the closure of a driveway approach and landscaping work. The project's surface parking lot shall be designed in compliance with Section 4.6 and 4.7 of COHSP and shall be subject to review and approval by the City of Duarte. The parking lot shall be constructed in substantial compliance with the approved conceptual plans, conditions of approval and the requirements of the COHSP, including but not limited to: parking stall width and depth, aisle depth, and adequate turn-around areas for efficient circulation.
2. The project shall provide undergrounding of new and existing power and telephone lines within the street right-of-way adjacent to the property in Lot G and Lot F (from the last pole at the termination of the cul-de-sac to the boundary with the New Hope Village project), as related to and further discussed in Chapter 16.30.010 of the Duarte Municipal Code. In addition, new street light pole and fixtures shall be installed to City of Duarte standards for any existing street light replaced as part of the undergrounding project.
3. All utilities servicing the parking lot shall be placed underground.
4. Village Road widening shall occur from Isadore Familian Way to Center Drive (east side of the street) and from Center Drive to just south of Tree Lane (on both sides of the street), as conceptually depicted on Exhibit B (attached). Roadway widening shall be completed prior to final sign-off/certificate of occupancy. As an alternative, roadway widening may be deferred through a separate legal agreement, which must be approved by the City Attorney and Community Development Department prior to permit issuance, and completed on or before December 31, 2021.
5. All roadway and pedestrian improvements, including modification to existing roadways and construction of new roadways, shall comply with Section 4.3 of the City of Hope Specific Plan (COHSP). A circulation and roadway improvement plan shall be provided to the City of Duarte for review prior to the issuance of a permit and shall include improvements to all roadways, sidewalks/pedestrian areas, lighting, and landscaped streetscaping associated with or impacted by the project, including, but not limited to: Village Road, Center Drive, Tree Lane, Mannie Fineman Road, Lot G, Lot F, Lot E, and former non-City of Hope owned properties between Lot G and F, or as directed by the City Engineer to ensure vehicular and pedestrian safety at and adjacent to the project site and adjacent roadways. All approved roadway and pedestrian improvements shall be completed prior to final sign-off/certificate of occupancy, or as otherwise approved through a legal agreement, as discussed in condition #4.

6. The multiple property lines underlying the project site (comprising Lot G, Lot F, and those properties between Lots G and F) must be consolidated into a separate and distinct parcel or parcels, as approved by the City Engineer, and finalized and recorded prior to final sign-off/certificate of occupancy. Methods to consolidate the parcels include, but are not limited to: parcel map, parcel merger, lot line adjustment, lot tie, legal agreement or another document acceptable to the City Engineer.
7. The applicant shall work with the City Engineer to address the discrepancies between the City right-of-way map and City of Hope property lines for those properties that comprise Lot G, Lot F, and those properties between Lots G and F, which may include City vacation of right-of-way or dedication from City of Hope. Said vacation or dedication shall be finalized and recorded prior to final sign-off/certificate of occupancy.
8. Newly created parkways along Cinco Robles, created as a result of this project, shall be landscaped and irrigated. Due to a lack of maintenance, the remaining landscaped parkway areas along Cinco Robles Drive (from terminus of the cul-de-sac to the New Hope Village project boundary) shall be upgraded with new landscaping and irrigation, unless otherwise approved by the City of Duarte. Landscape and irrigation plans shall be approved by the Community Development Department Director prior to issuance of a building permit.
9. A new six-foot (6') or similar height masonry wall shall be installed to complete gaps in the existing masonry wall that is located parallel to Cinco Robles Drive. Said wall shall be designed to match the existing wall along Cinco Robles Drive.
10. A new six-foot (6') high masonry wall shall be installed along the property line shared at the westerly portion of Lot F and the abutting residence to the west of Lot F, and the property line abutting the Duarte Channel.
11. A separate wall, fence, and/or gate plan shall be submitted to the Planning Division for review and approval prior to permit issuance. Walls/fences/gates shall contain a decorative design using decorative and high-quality materials, and/or are designed to match existing walls used in the vicinity. All walls shall be constructed to provide security and separation between adjacent properties, with a minimum of 5' between walls/fences and the surface parking lot.
12. All entrances from public streets, entrances to the parking lot, drop-off areas, and crossing points for pedestrians and bicycle traffic shall be finished with special/decorative paving. A variation of paving colors, textures and materials shall be incorporated, as specified within the COHSP. Details on the decorative paving shall be included with the roadway and circulation improvement plans mentioned above.
13. The re-alignment of Village Road to Tree Lane will result in the loss of approximately 24 parking spaces and loss of landscaping and hardscape. Village Road shall be designed as a Primary Roadway as prescribed in the Specific Plan. Lot F is required by the Specific Plan to have a minimum of 10% of its area be landscaped, so any loss of landscaping below this threshold shall be replaced elsewhere within the parking lot.

14. Provide an update to the Campus Parking Supply Tracking System spreadsheet that tracks the parking for the City of Hope Specific Plan area. This document shall be provided in an Excel format and shall be provided prior to permit issuance.
15. Replacement trees per arborist report shall be planted prior to final Building Department approval of the permit.
16. A complete landscape and irrigation plan, prepared by a licensed landscape architect, shall be submitted to the Planning Division for review and approval. Landscape and irrigation plans shall be approved by the Community Development Department Director prior to issuance of a building permit and must be completed per approved plans prior to final project sign off. The project is subject to the City's Water Efficient Landscape Ordinance and all landscaping and irrigation shall comply with development standards listed in the Landscaping section of the City of Hope Specific Plan. Separate review fees for the City's landscape consultant shall apply.
17. All approved landscape areas shall be maintained and permanently landscaped with a functional irrigation system.
18. The surface parking lot shall include adequate lighting to ensure the safety and security of vehicles and pedestrians. Lighting shall be designed to meet the City of Hope Specific Plan sections related to lighting and prevent direct glare or reflections onto adjacent properties and rights-of-way. An exterior lighting plan, prepared by an electrical engineer or other lighting professional accepted by the City, shall be provided to the Planning Division for review and approval prior to Building and Safety plan check and shall include cut-section drawings, manufacturers brochures, illumination levels/lighting distribution, and any additional information as needed for all proposed exterior lighting. Separate review fees may apply.
19. Provide details on the installation of the electric vehicle charging stations. The placement of the charging stations shall not impede into the minimum required dimensions of parking stalls.
20. On-street parking on internal roadways shall be prohibited unless the minimum roadway width is expanded by an additional 8 feet for each side of the road to accommodate such parking, unless otherwise noted in the COHSP.
21. All signs shall require separate review and approval. All signs shall be designed in compliance with the City of Hope Master Sign Program, or if necessary, the Master Sign Program shall be revised to consider the proposed signs for the project. A separate sign review package shall be provided to the City of Duarte for review prior to installation. Any revisions to the Master Sign Program may require approval from the Duarte Architectural Review Board.
22. Prior to the issuance of any permit allowing physical construction activities in the specific plan area to commence, a construction noise mitigation plan shall be reviewed and approved by the Community Development Director, as further described in City of Hope Campus Plan Final EIR, Mitigation Measure N-1.

23. The LID Plan shall be under the review and approval authority of the City of Duarte Engineer. The following shall be prepared by a professional registered engineer and submitted to the Engineering/Public Works Division for review:
- a. LID Plan. A Low Impact Development (LID) Plan shall be submitted to the Engineering/Public Works Division for review. The LID plan shall provide a comprehensive and technical discussion of how the proposed project will comply with the City's stormwater program requirements. LID Guidance and implementation can be obtained from Los Angeles County Public Works LID Standards Manual. Contact the Duarte Public Works Division for more information. The LID plan shall be approved prior issuance of grading permits along with a maintenance covenant for water control devices.
 - b. Civil Plans. Two sets of complete civil plans shall be submitted to the Engineering/Public Works Division for review, accurately showing all existing public improvements near the subject development (i.e., street lights, signs, utility vaults and boxes, bus stops, street trees, catch basins, etc.) and shall clearly indicating any proposed modifications to the existing public improvements. Such proposed modifications to the public improvements shall require approval from the City Engineer and Community Development Director prior to issuance of any building permit and/or grading permit.
 - c. Soils/Geology Report and Hydrology Study.
 - d. A detailed grading and drainage plan, including all supporting information and design criteria. The grading and drainage plan shall be approved by the City Engineer prior to the issuance of a grading permit.
 - e. A detailed utility plan.
24. All utility facilities within the public right of way including but not limited to conduit, cable, cabinets, transformers, control boxes, etc. shall be placed underground with any access panels flush with the ground surface. If there are physical constraints restricting the placement of utility facilities underground, the developer shall provide clear engineering reasons why above ground facilities cannot be installed with underground vaults/handholes. Additionally, all utility services stubbed to the site that will not be used to serve the development shall be properly abandoned. City of Hope shall provide a master utility map to the City of Duarte for review prior to installation.
25. The property owner shall obtain a Public Right-of-Way Permit from the Public Works Division for any encroachments into and/or over the public right of way. A plan showing any proposed encroachments, including height/clearance and the distance of the encroachment, shall be provided to the Public Works Division for approval prior to issuance of building or grading permits.
26. All trenching/potholing/street cuts shall be fixed permanently within five (5) working days following the completion and acceptance of the backfill, or as otherwise approved by the City Engineer. Two inches of temporary asphalt concrete is required immediately following completion of the backfill. If plates are necessary, they shall be placed flush to the road surface and tack welded together if two or more plates are used. If plates are necessary, then under no circumstance shall a trench remain plated longer than 48 hours, or as otherwise approved by the City Engineer.

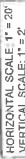
27. Vehicular access to public streets and alleys as well as residential driveways shall remain restricted throughout construction of the project. Prior to the start of construction, the contractor/owner must provide the Public Works Division with a proposed truck route plan. Once the truck route plan is approved, a Transportation Permit is required to be obtained before the issuance of a grading permit.
28. Connector Pipe Units shall be installed in all catch basins along the project site, if applicable. All installations shall be inspected/verified by the Public Works Division prior to issuance of Certificate of Occupancy.
29. Traffic control work (delineation and signage) shall comply with the California Manual on Uniform Traffic Control Devices. A traffic control plan shall be submitted to the Public Works Division for review and approved prior to beginning construction and/or grading.
30. City of Hope and all representatives shall comply with the National Pollution Discharge Elimination System (NPDES) Permit No. CAS004001, Order No. R4-2012-075, and amendments, issued by the California Regional Water Quality Control Board, Los Angeles Region. Construction activities that disturb one acre or more are regulated under the NPDES stormwater program. Operators of regulated construction sites are required to develop and implement a Stormwater Pollution Prevention Plan (SWPPP) and to obtain a Construction General Permit (NOI) from the State Water Resources Control Board to discharge stormwater. A copy of the permit shall be provided to the Public Works Division to keep on file and ensure compliance.
31. City of Hope is responsible for implementing the following Best Management Practices (BMPs). These, as well as any other applicable measure shall be included in the SWPPP and implemented as approved by the Duarte City Engineer:
32. Install filter materials (such as sandbags, filter fabric, etc.) at the storm drain inlet nearest the downstream side of the project site in order to retain any debris or dirt flowing in the storm drain system. Maintain and/or replace filter materials to ensure effectiveness and to prevent street flooding.
33. Ensure that concrete supply trucks or concrete/plaster operations do not discharge wash water into street, gutters, or storm drains.
34. Concrete wash area: Locate wash out areas away from the storm drains and open ditches, construct a temporary pit large enough to store the liquid and solid waste, clean pit by allowing concrete to set, breaking up the concrete, then recycling or disposing of properly.
35. In the event the street pavement is substantially cut and/or altered following the installation of all utilities in the public right of way, the entire street (width, length) in front of the project site shall be paved, as determined by the City Engineer.
36. The Registered Engineer or Surveyor shall set durable monuments to the satisfaction of the City in conformance with Section 66495 of the Subdivision Map Act.

37. Prior to issuance of permits allowing physical construction, improvement plans and necessary bonds to secure the construction of all streets, Sanitation District facilities and structures, grading and landscaping, shall be submitted and approved by the City.
38. Prior to final approval of completed grading, landscaping, or any public improvements, the developer/applicant/contractor shall provide digital (PDF) and AutoCAD files of each plan to the Public Works Division. The Permit Number and the words "RECORD DRAWING" shall appear on each plan sheets.
39. The project shall comply with all the regulations of the City of Hope Specific Plan, including the intent and purpose, permitted uses, development standards, and any other applicable sections.
40. The project shall comply with all applicable mitigation measures provided within the City of Hope Campus Plan Final EIR – Mitigation Monitoring and Reporting Program.
41. Any revisions to the site plan, elevations, colors, and materials in addition to those listed as conditions of approval, shall be reviewed and approved by the Planning Division prior to installation.
42. Plans and all required plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits. Construction drawings, including the site plan, elevations, and colors shall be consistent and in substantial compliance with the conceptual approval.
43. Prior to issuing permits, any required school fees shall be paid, if applicable, directly to Duarte Unified School District. Contact Duarte Unified School District for more information.
44. A final inspection shall be made by the Planning Division prior to final of any building permits to ensure that all conditions have been met.
45. This project is subject to the requirements of Chapter 6.10 of the Duarte Municipal Code, Diversion and Demolition Waste. Prior to the issuance of any permits, the applicant shall submit a Construction and Demolition Diversion Plan and required security deposit.
46. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant, and all agents thereof.
47. Construction of improvements permitted by a Development Plan and Design Review approval shall be "exercised" or commenced within 24 months of the actual date of approval; provided, that this time limit may be increased or decreased, at the time of granting the approval, in order to allow the time limit to be concurrent with any other entitlement to construct. Upon receiving a written request before the expiration of any approval time period, the Director may grant an extension for a period not exceeding 12 additional months; provided, that it is found that there has been no

subsequent change in the findings, conditions of approval, and applicable regulations governing the approval.

48. The City of Hope and its contractors shall comply with applicable City noise ordinances. Construction activities, deliveries and haul-off will only be permitted from 7:00 a.m. to 7:00 p.m., Monday through Saturday, unless beforehand a permit therefore has been duly obtained from the planning and zoning division, as otherwise regulated by Chapter 9.68 of the Duarte Municipal Code. No construction related idling of engines or other disturbances shall occur outside of noted work hours.
49. The decision of the Director may be appealed to the Architectural Review Board within 15 days from the date of the approval letter. Said appeal must be in writing and filed with the City Clerk's office (DMC 19.144) and include all associated fees. The written appeal shall include reasons for the appeal.
50. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.

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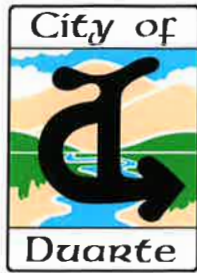
10. CONTINUING: CLEA AND OUTTER PER DETAIL ON SHEET 6
11. CONTINUING: PCC SUBGRADE (W/SHR PLAN) IN/OUT TUCK PER DETAIL ON SHEET 6
12. CONTINUING: FLOOR OF SUB DETAIL ON SHEET 6
13. CONTINUING: FLOOR TIE REINFORCING PER DETAIL ON SHEET 6
14. CONTINUING: DRAINAGE PER DETAIL TUCK TYPE ON SHEET 7
15. CONTINUING: INTERNAL CHIMNEY/PAV DETAIL ON SHEET 7
16. CONTINUING: CHIMNEY DETAIL ON SHEET 7
17. CONTINUING: EXTERIOR CHIMNEY DETAIL ON SHEET 7
18. CONTINUING: EXTERIOR CHIMNEY DETAIL ON SHEET 7
19. CONTINUING: TYPICAL LIGHT PER DETAIL ON SHEET 7
20. CONTINUING: CATCH BASIN PER DETAIL ON SHEET 7
21. CONTINUING: CATCH BASIN PER DETAIL ON SHEET 7
22. CONTINUING: RETAINING WALL PER DETAIL ON SHEET 7

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NOTES:
1. SEE SHEET # FOR BUILDINGS LOCATED ON VILLAGE ROAD

[illegible]

NOT FOR CONSTRUCTION



Agenda Item: 7H

CM Review: ☒

Fiscal Review: ☐

AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Teresa Renteria, Assistant Civil Engineer

SUBJECT: Award of Contract for the Fiscal Year 2021-22 Street Rehabilitation Project No. 22-6

RECOMMENDATION: Award Fiscal Year 2021-22 Street Rehabilitation Project to Sequel Contractors, Inc.

FISCAL IMPACT: The Fiscal Year 2021-22 Street Rehabilitation Project was included in the 2021/2022 Capital Improvement Program Budget and will be funded by SB1, Measure R, and the Bicycle and Pedestrian Safety Funds. The project cost is \$551,028.50 which is the total contract amount with a 10 percent contingency.

BACKGROUND

In June 2016, the Fish Fire destroyed thousands of acres above the City of Duarte. As a result of the fire, the surrounding neighborhood streets in the Melcanyon area were impacted by consistent mudflow during winter rains. The constant cleanup efforts and the installation of k-rails have caused significant deterioration to the pavement condition of these street segments.

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

In accordance with the Pavement Management Plan, staff is proposing streets impacted by the 2016 and 2017 mudslide events in the Melcanyon area. In 2019, staff contracted with an engineering company to complete a risk assessment of the Melcanyon burn area. The risk assessment concluded that there was significant vegetative growth on the hillsides and canyon to remove the k-rails installed as part of a mudflow mitigation effort. When the k-rails were removed, staff became aware of additional damage to the roadways where the k-rails were installed.

Melcanyon Rd. along with Brookridge Rd., Opal Canyon Rd., Deerlane Dr., and Bettyhill Ave. experienced extreme deterioration due to the mudslides and k-rail installation. Staff has received several calls for service for these streets and in accordance with the Pavement Management Plan, has concluded to incorporate the streets into the Fiscal Year 2021-22 Street Rehabilitation Project.

On June 8, 2021, the Duarte City Council approved the Fiscal Year 2021-22 Capital Improvement Program Budget which included the 2021-22 Street Rehabilitation Project.

The Fiscal Year 2021-22 Street Rehabilitation Project consists of the following street segments:

1. Melcanyon Rd. from Brookridge Rd. to Royal Oaks Dr.
2. Deerlane Dr. from Greenbank Ave. to Melcanyon Rd.
3. Opal Canyon Rd. from Brookridge Rd. to Melcanyon Rd.
4. Brookridge Rd. from Melcanyon Rd. to Tannencrest Dr.

DISCUSSION/ANALYSIS

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

On February 2, 2022, the bids were submitted electronically. Seven bids were submitted, and they are as follow:

	CONTRACTOR	BASE BID	ADDITIVE BID	TOTAL CONTRACT AMOUNT
1	Sequel Contractors, Inc.	\$442,060.00	\$58,875.00	\$500,935.00
2	Hardy & Harper, Inc.	\$443,879.00	\$50,600.00	\$494,479.00
3	All American Asphalt	\$449,222.00	\$61,000.00	\$510,222.00
4	ONYX Paving Company, Inc.	\$469,000.00	\$68,000.00	\$537,000.00
5	Gentry Brothers, Inc.	\$480,642.50	\$48,425.00	\$529,067.50
6	PALP dba Excel Paving	\$499,690.00	\$82,400.00	\$582,090.00
7	E C Construction	\$515,338.80	\$80,825.00	\$596,163.80

Based on the “Base Bid” the lowest responsible and responsive bidder is Sequel Contractors, Inc. Sequel Contractors, Inc. has successfully completed multiple projects in various cities and their federal and state license status has been verified by staff.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A 10 percent contingency has been added to this contract and shall only be used if deemed necessary by staff.

RECOMMENDATION

Award Fiscal Year 2021-22 Street Rehabilitation Project to Sequel Contractors, Inc.

FISCAL IMPACT

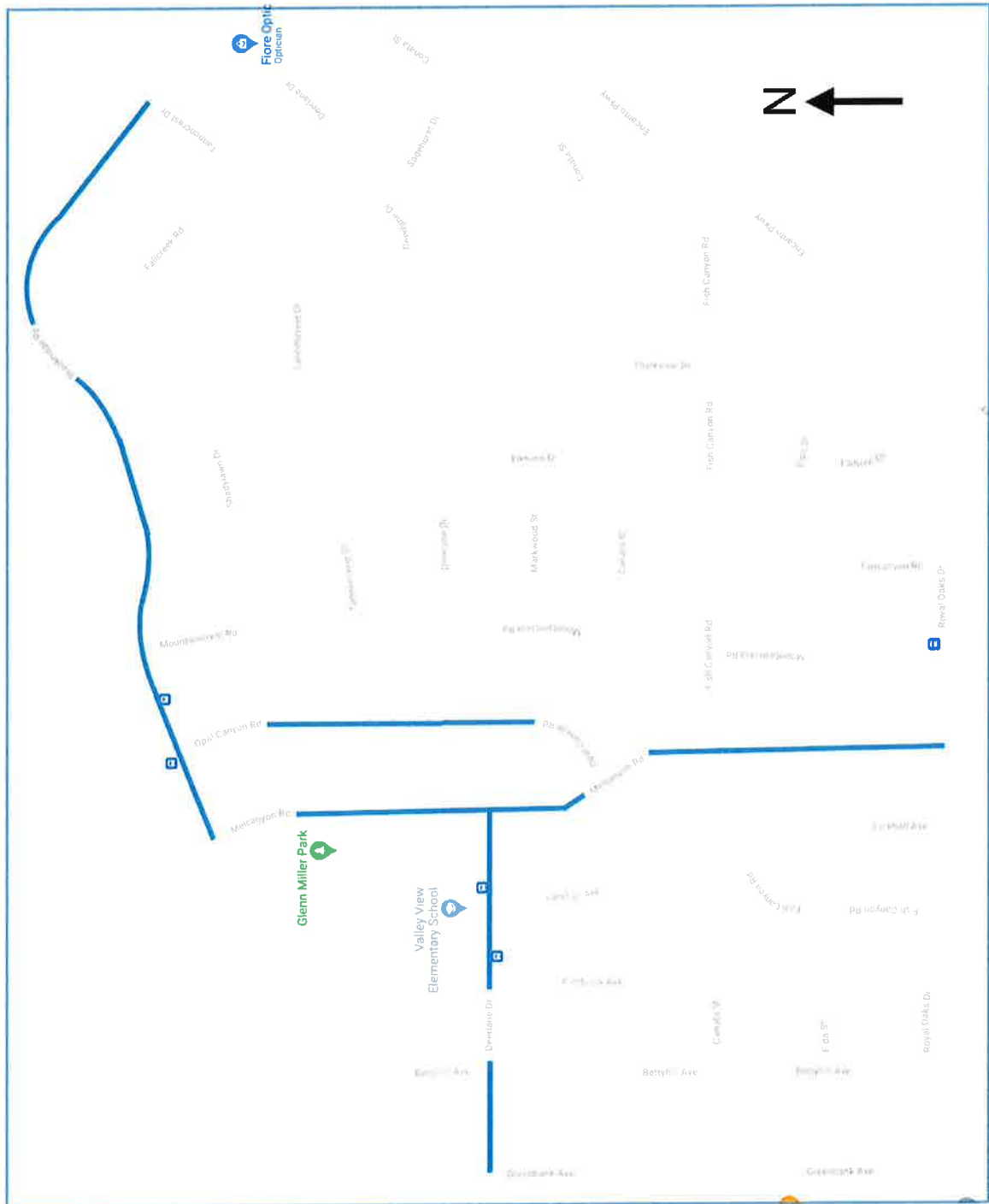
The Fiscal Year 2021-22 Street Rehabilitation Project was included in the 2021/2022 Capital Improvement Program Budget and will be funded by SB1, Measure R, and the Bicycle and Pedestrian Safety Funds. The project cost is \$551,028.50 which is the total contract amount with a 10 percent contingency.

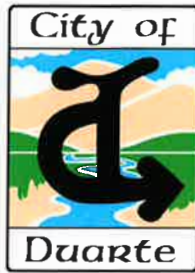
ATTACHMENTS

Attachment A: Project Map

Attachment A

2021-22 STREET REHABILITATION PROJECT LOCATION MAP





AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Teresa Renteria, Assistant Civil Engineer

SUBJECT: Award of Contract for the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue; Project No. 22-2

RECOMMENDATION: Award the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue to PALP dba Excel Paving

FISCAL IMPACT: The Traffic & Street Improvement Project – Huntington Drive and Highland Avenue was included in the 2021/2022 Capital Improvement Program Budget and will be funded by Gas Tax Funds and Mitigation Funds from the MBK Rental Living. The project cost is \$338,335.80 which is the contract amount with an added 10 percent contingency

BACKGROUND

On June 8, 2021, the Duarte City Council approved the Fiscal Year 2021-22 Capital Improvement Program Budget which included the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue. The project is focused on adding protective left-turn pockets to both the northbound and southbound approaches to the intersection. In addition, the project will focus on increasing the left-turn pocket storage on Huntington Drive to accommodate for additional traffic for southbound Highland Ave. from Huntington Drive. These improvements are of high priority and are expected to provide improved and safe turning movements for drivers.

This work is partially funded by the traffic mitigation measure for the Esperanza Apartment Complex located on Fasana Rd. Mitigation measure TRF-2, requires the installation of a left-turn pocket and traffic signal modifications to accommodate for the increased traffic at the intersection caused by the development. A total of \$84,700 was received from MBK Rental Living for this portion of the project.

DISCUSSION/ANALYSIS

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

On January 27, 2022, the bids were submitted electronically. The bids are as follow:

	CONTRACTOR	BID
1	PALP dba Excel Paving	\$307,578.00
2	E C Construction	\$315,676.00
3	Calpromax Engineering	\$323,662.12
4	Vance Corporation	\$346,420.40
5	Diamond Construction	\$394,463.40
6	DBX, Inc.	\$407,026.00

The lowest responsible and responsive bidder PALP dba Excel Paving has successfully completed work in the past for the City of Duarte and their federal and state license status has been verified by staff.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A 10 percent contingency has been added to this contract and shall only be used if deemed necessary by staff.

RECOMMENDATION

Award the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue to PALP dba Excel Paving

FISCAL IMPACT

The Traffic & Street Improvement Project – Huntington Drive and Highland Avenue was included in the 2021/2022 Capital Improvement Program Budget and will be funded by Gas Tax Funds and Mitigation Funds from the MBK Rental Living. The project cost is \$338,335.80 which is the contract amount with an added 10 percent contingency

ATTACHMENTS

None



Agenda Item: 7J

CM Review: [Signature]

Fiscal Review:

AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Pool Use Agreement between City of Duarte and Duarte Unified School District for the 2022 Swim Team Season

RECOMMENDATION: Staff recommends City Council authorize the City Manager to execute the agreement between the City of Duarte and Duarte Unified School District for use of City-Owned Fitness Center Pool for the 2022 Swim Team season.

FISCAL IMPACT: Depending on the District's usage, the City would generate additional revenue between \$3,000.00 to \$5,000.00 during the rental period.

BACKGROUND

The City of Duarte and Duarte Unified School District have traditionally had an annual agreement that enables Duarte High School's (DHS) Swim Team to utilize the City's Fitness Center pools and its facilities during their spring season for all practices and swim meets. DHS has continued to be good stewards of the space and their usage does not impact our anticipated recreational programming and classes at this time.

RECOMMENDATION

Staff recommends City Council authorize the City Manager to execute the agreement between the City of Duarte and Duarte Unified School District for use of City-Owned Fitness Center Pool for the 2021 Swim Team season.

FISCAL IMPACT

Depending on the District's usage, the City would generate additional revenue between \$3,000.00 to \$5,000.00 during the rental period.

ATTACHMENTS

Attachment A: Agreement Between City of Duarte and Duarte Unified School District for Use of City-Owned Fitness Center Pool

**AGREEMENT BETWEEN CITY OF DUARTE AND DUARTE UNIFIED SCHOOL DISTRICT
FOR USE OF CITY-OWNED FITNESS CENTER POOL**

This Agreement for Use of City-Owned Fitness Center Pool ("**Agreement**") is made and entered into, by and between the CITY OF DUARTE, hereinafter referred to as "**City**", and DUARTE UNIFIED SCHOOL DISTRICT, hereinafter referred to as "**District**".

W I T N E S S E T H:

WHEREAS, City owns and operates a swimming pool and associated ancillary pool facilities at the Duarte Fitness Center ("**Pool**"); and

WHEREAS, District desires to use the Pool, and City desires to make the Pool available for use by the District.

NOW, THEREFORE, said City and said District hereby mutually covenant and agree as follows:

1. This Agreement shall be effective for the Duarte High School Swim Team season (February 23 through April 29, 2022).
2. The Agreement is a use agreement only and does not confer any interest in real property to or for the benefit of District. Further, this Agreement shall not confer, convey, or create or any interest or right which could subject City with any requirement to pay to, or provide to, District any relocation assistance or benefits under any law; and the District further waives and relinquishes any such right to the extent it is created by or as a result of this Agreement or operation of law.
3. City shall allow District to utilize the Pool solely for the purpose of running a competitive swim team ("**District Activities**") in accordance with a written schedule submitted by the District and acceptable to City. In determining whether the written schedule is acceptable, City and District agree and acknowledge that District's use of the Pool shall not at any time interfere with the use of the Pool or its ancillary and abutting facilities by City for the conduct of programs under City's jurisdiction, and in the event of any conflict, uses by the City for its own programs and events shall have priority. Upon written notification City will begin heating the Pool.
4. The District shall responsibly and professionally conduct and supervise the District Activities it undertakes at the Pool and agrees to at all times provide adequate adult supervision of students traveling to and from the Pool as well as at all times the Pool is being utilized by the participants in the District Activities.
5. Any District employee scheduled to supervise a District Activity must have current Red Cross-certified lifeguard certificate as specified by the Health and Safety Code of the State of California. Copies of the certifications must be submitted to City prior to any use of the Pool by District and the participants in the District Activities.
6. City shall provide one Red Cross-certified lifeguard to sit in the lifeguard stand during District Activities consisting of competitive interscholastic swim meets only. City may supply additional lifeguards, provided District provides City at least 30-days' notice, and such additional lifeguard services shall be provided at the District's sole expense. City will

bill District by way of a single, aggregate invoice for all charges, at the end of the Swim Team season.

7. District shall adhere with all local, state, and federal laws, codes, and regulations related to the use of the Pool, including but not limited to fire codes, assembly, occupancy, public health orders (including those pertaining to the COVID-19 pandemic), and the Americans with Disabilities Act. District further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health orders and/or guidance in effect at the time of the use of the Pool.
8. The cost of any District use, which may require the services of City staff, in addition to the above personnel, will be reimbursed by District at the employees' actual hourly rate.
9. District will pay one half the costs of utilities (including without limitation costs of heating the Pool) and chemicals used for the Pool throughout the Swim Team season (February 23 through April 29, 2022). City will bill District for such charges in the aggregate invoice to be provided at the end of the Swim Team season.
10. District shall be responsible for providing, cleaning and disinfecting its own equipment and supplies for all practices and meets and other District Activities held at the Duarte Fitness Center. Said items shall not be stored at the Pool and must be removed upon conclusion of the day's activity. City shall bear no responsibility for the loss of, or damage to, any such District equipment.
11. City will be responsible for the maintenance and repair of the equipment and facilities at the pool. If in the course of use of the Pool, the District identifies any equipment, facilities or portion thereof in need of maintenance or repair, District shall notify the City's Parks and Recreation Director or their designee as soon as possible.
12. During the conduct of District Activities, District may formulate and enforce rules and regulations as are acceptable to City and are determined necessary in City's sole discretion to maintain proper standards of conduct and safety at the Pool. Every effort shall be made by District to exercise reasonable care while using said facilities.
13. City programs shall have first priority for use of the Pool. District will normally have second priority for use of the Pool. District and City understand and agree, however, that there may be occasions when another community organization will be given priority over a District request for use of the Pool (this would be the exception rather than the rule). If a City-sponsored recreational or instructional need arises after establishment of any District schedule, District shall relinquish its priority to use said facilities. City will make reasonable and diligent efforts to give no less than seventy-two (72) hour notice of a delay or cancellation of District's planned use of the Pool.
14. District shall indemnify, defend, and hold harmless the City, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages whatsoever, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with District's use of Pool and District's performance of its obligations under this Agreement and use or occupancy of the Pool and adjoining property, unless solely caused by the gross negligence or willful misconduct of the City, its officers, employees, or agents. District's indemnity shall (I) include, but not be limited to, City's reasonable attorney's fees, its expert

witness fees, and litigation and court costs, and (II) shall apply notwithstanding the limits of insurance coverage set forth below.

15. Insurance Requirements:

Without limiting District's indemnification of City, and prior to commencement of use of Pool, the District shall obtain, provide and maintain at its own expense during the term of this agreement, insurance coverage of the type and amounts described below, and in a form that is satisfactory to the City:

General liability insurance. District shall maintain general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$5,000,000 per occurrence, \$10,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

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

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

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

Sexual abuse/molestation insurance. District shall procure and maintain Sexual Abuse/Molestation Liability coverage with limits of not less than \$5,000,000 per occurrence. Coverage may be provided as part of Commercial General Liability coverage, professional liability coverage, or as a separate policy. Certificate of insurance shall reference evidence of this coverage.

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

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow District or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. District hereby waives its own right of recovery against the City.

Requirements not limiting. Requirements of specific coverage features, or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any

type. If the District maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the District. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

16. No officer, official member, employee, agent or representative of District or City, acting in an official capacity, shall be personally liable to the other in the event of any default or breach by said party, or for any amount which may become due to the other party, or for breach of any obligation of the terms of the Agreement.
17. District covenants that, in its performance of the Agreement, it shall not discriminate against any person on the basis of any impermissible classification.
18. District shall leave the Pool in as good condition as it was when it commenced use of the Pool and shall be responsible for the cost of District's repair or replacement of any equipment, which may be proven damaged by District use. District will be billed and agrees to pay the actual cost of such repairs or equipment replacement.
19. This Agreement may be terminated by either party hereto upon fifteen (15) days written notice to the other of the intention to so terminate.
20. Each signatory to the Agreement warrants to the other party that it has authority to sign on behalf of its party and to bind said party.

IN WITNESS HEREOF, the City of Duarte and the Duarte Unified School District do hereby agree to the above.

CITY OF DUARTE

DUARTE UNIFIED SCHOOL DISTRICT

by: _____
Dr. Dan Jordan
City Manager

by: _____
Dr. Gordon Amerson
Superintendent of Education

DATE: _____

DATE: _____



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | accessduarte.com

February 22, 2022

The Honorable Gavin Newsom
Governor
State of California
State Capitol
Sacramento, California 95814

VIA EMAIL: leg.unit@gov.ca.gov

The Honorable Toni G. Akins
senator.atkins@senate.ca.gov
President Pro Tem
California State Senate
1021 O Street, Suite 8518
Sacramento, California 95814

The Honorable Anthony Rendon
assemblymember.rendon@assembly.ca.gov
Speaker, California State Assembly
California State Assembly
1021 O Street, Suite 8330
Sacramento, California 95814

The Honorable Anthony Portantino
senator.portantino@senate.ca.gov
Chair, Senate Appropriations Committee
California State Senate
1021 O Street, Ste. 7630
Sacramento, California 95814

The Honorable Chris R. Holden
assemblymember.holden@assembly.ca.gov
Chair, Assembly Budget Committee California
State Assembly
1021 O Street, Suite 5650
Sacramento, California 95814

The Honorable Nancy Skinner
senator.skinner@senate.ca.gov
Chair, Senate Budget Committee
California State Senate
1021 O Street, Suite 8630
Sacramento, California 95814

The Honorable Philip Y. Ting
assemblymember.ting@assembly.ca.gov
Chair, Assembly Budget Committee California
State Assembly
1021 O Street, Suite 8230
Sacramento, California 95814

SUBJECT: URGING SUPPORT FOR FOOTHILL GOLD LINE BUDGET REQUEST

Dear Governor Newsom and Legislators:

On behalf of the City of Duarte, I am writing to urge your support of the budget appropriation request of \$748,000,000 to complete the shovel-ready, zero-emission Foothill Gold Line light rail project from Glendora to Montclair. The Foothill Gold Line is a project that will serve not only the San Gabriel Valley, but also the Southern California region by expanding transit opportunities for residents, workers, students and visitors of Los Angeles, San Bernardino and Riverside Counties; extending light rail service through one of the most congested and smoggiest corridors in the nation.

At this time, the westernmost 9.1-mile, four-station segment of the project is under construction and is on track to be completed in early 2025. The current appropriations request represents the funding needed to complete the entire 12.3-mile, six-station project by 2028. This project is environmentally cleared, has completed extensive design and is ready to go into construction if the funding shortfall is secured. It is truly shovel-ready.

The Foothill Gold Line light rail project has strong support at every level (community, local, state and federal) and its' benefits to the region are significant. However, completing the currently unfunded final three-mile, two-station project segment to Claremont and Montclair is critical to realizing the majority of environmental and mobility benefits of the project overall:

- Completing the two final stations at Claremont and Montclair is expected to generate more than half of the six-station's ridership projections; eliminating 53% of the car trips and nearly 60 percent of the vehicle miles traveled expected overall.
 - Extending the line to Claremont and Montclair is expected to add **7,700 boardings each weekday** to the LA County Metro transit system in 2028; eliminating 14,900 car trips each day opening year.
 - Trips from these two stations alone are projected to **reduce 26.7 million vehicle miles traveled annually; eliminating an estimated 1.75 million MTCO₂e** over the life of the project.
- The public investment in the Foothill Gold Line continues to be a catalyst for private investment and much-needed housing within walking distance to transit:
 - To date, more than \$13 billion in private investment in residential and commercial development has occurred within 1/2-mile of a current and future station; with an estimated \$9 billion in additional investment planned.
 - Since 2003, 19,200 housing units have already been built around Foothill Gold Line stations, with an estimated 17,000 more housing units planned - **more than 10,000 of the planned units are near the Claremont and Montclair Stations.**
- Completing the Foothill Gold Line to Claremont and Montclair creates important direct connections:
 - At Montclair, riders will have more than a dozen direct bus connections to destinations throughout the Inland Empire - and soon to outside of the region, with a new Amtrak stop.
 - In Claremont, the station will connect thousands of students, faculty and staff traveling to and from the city's 10 colleges.

The entire project to Montclair can be completed by 2028 if this funding request is approved during this budget cycle. This would allow light rail service to be extended to the fastest growing cities in the San Gabriel Valley and provide a sustainable and reliable alternative for the nearly three million trips being made each day within and through the Foothill Gold Line corridor cities - **only 3 percent of which are currently made by transit.**

Since embarking on the Foothill Gold Line, LA County taxpayers have invested more than \$3 billion in this light rail system. This appropriation request would close the final funding gap and enable this important infrastructure system to be completed to its planned terminus, realizing its full environmental and mobility benefits for the region by providing a cost-effective, low-carbon alternative travel option for millions of residents, students, workers and visitors in Los Angeles County and Inland Empire including Duarte residents and visitors.

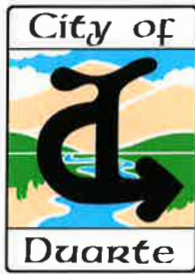
I therefore respectfully urge your favorable consideration of the requested appropriation of state funds to support the completion of the Foothill Gold Line light rail project.

If you have any questions or comments, please feel free to contact Dan Jordan, City Manager at djordan@accessduarte.com or (626) 357-7931.

Yours truly,

Tzeitel Paras-Caracci
Mayor Pro-tem

Cc: Ronda Paschal, (ronda.paschal@gov.ca.gov) Deputy Legislative Secretary,
Office of the Governor
Mark McKenzie (Mark.McKenzie@sen.ca.gov), Senate Appropriations Committee
Jay Dickenson (Jay.Dickenson@asm.ca.gov), Assembly Appropriations Committee
Jennifer Galehouse (Jennifer.Galehouse@asm.ca.gov). Assembly Appropriations Committee
Hans Hemann (hans.hemann@sen.ca.gov), Joint Legislative Budget Committee
Habib F. Balian (hbalian@foothillgoldline.org), Foothill Gold Line



AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Amanda Hamilton, Public Works Manager

SUBJECT: Resolution to approve Fiscal Year 2022-23 SB1 Funding: The Road Repair and Accountability Act of 2017 Project List.

RECOMMENDATION: Adopt Resolution No. 22-09, list of projects for Fiscal Year 2022-23 funded by SB1: The Road Repair and Accountability Act of 2017.

FISCAL IMPACT: The Fiscal Year 2022-23 Street Rehabilitation Project's estimated cost is \$800,000. This annual project has been approved in the 5-year CIP Budget and will be funded by SB1 and Measure R.

BACKGROUND

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

In January 2021, the pavement management study was updated for the City of Duarte. The pavement management study reviewed each street in the City and provided a pavement condition index (PCI) for each stretch of roadway. When compiling a list for the Fiscal Year 2022-23 Street Rehabilitation Project, staff focused on streets that had a PCI within the range of 41-59 (Poor Condition).

Staff has received several calls for service for these streets and in accordance with the Pavement Management Plan, has concluded to incorporate the streets into the Fiscal Year 2022-23 Street Rehabilitation Project.

DISCUSSION/ANALYSIS

The Fiscal Year 2022-23 Street Rehabilitation Project will consist of sections of roadways to be resurfaced with an estimated useful life of 20-25 years. The preliminary Engineer's estimate for this work is \$800,000. SB 1 funds from FY 2022/23 and prior SB1 funds will provide most of the

funding for the project, the remaining amount will be covered under Measure R. The City of Duarte will receive and estimated \$489,105 in SB 1 funding during Fiscal Year 2022-23. Construction is estimated to begin in November 2022 and be completed in April of 2023.

The fiscal year 2022-23 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

Street Overlay – Estimated useful Life 20-25 years

1. Hacienda Dr. from Las Lomas Rd. to Encanto Prkwy.
2. San Pablo Wy. from Hacienda Dr. West to Hacienda Dr. East
3. San Juan Cir. from Hacienda Dr. to end of Street
4. Bernardo Cir. from San Pablo Wy. to end of street
5. Tocino Dr. from San Pablo Wy. to end of street
6. Calle Del Norte from Hacienda Dr. to end of street
7. Santa Barbara Cir. from Hacienda Dr. to end of street
8. Santa Maria Cir. from Hacienda Dr. to end of street
9. Vista Laguna Cir. from Hacienda Dr. to end of street
10. San Marcus Ln. from Hacienda Dr. to end of street
11. Sorrento Cir. from Hacienda Dr. to end of street
12. Rancho Rd. from Hacienda Dr. to end of street
13. Vista Mesa Ct. from Rancho Rd. to end of street
14. Paseo Grande Cir. from Rancho Rd. to end of street
15. Vista Verde Cir. from Rancho Rd. to end of street
16. Greenbank Ave. from Royal Oaks Dr. to Treefern Dr.
17. Freeborn St. from Greenbank Ave. to Melcanyon Rd.
18. Melcanyon Rd. from Freeborn St. to Royal Oaks Dr.
19. Fieldview Ave. from Freeborn St. to Treefern Dr.
20. Treefern Dr. from Greenbank to end of street
21. Bettyhill Ave. from Treefern Dr. to end of street
22. Gardi St. from Fieldview Ave. to end of street

RECOMMENDATION

Adopt Resolution No. 22-09, list of projects for Fiscal Year 2022-23 funded by SB1: The Road Repair and Accountability Act of 2017.

FISCAL IMPACT

The Fiscal Year 2022-23 Street Rehabilitation Project's estimated cost is \$800,000. This annual project has been approved in the 5-year CIP Budget and will be funded by SB1 and Measure R.

ATTACHMENTS

“Attachment A” - Project Map

“Attachment B” – Resolution No. 22-09

Attachment A

**CITY OF DUARTE, CALIFORNIA
PROJECT MAP
FY 22/23 STREET REHABILITATION PROJECT FUNDED BY SB1**



RESOLUTION NO. 22-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

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

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

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

WHEREAS, the City of Duarte, will receive and estimated \$489,105 in RMRA funding in Fiscal Year 2022-23 from SB 1; and

WHEREAS, this is the 6th year in which the City of Duarte is receiving SB 1 funding and will enable the City of Duarte to continue essential road maintenance and rehabilitation projects, traffic safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

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

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

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

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

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

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

1. The foregoing recitals are true and correct.
2. The fiscal year 2022-23 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

Fiscal Year 2022-23 Street Rehabilitation Project – The rehabilitation project is focused primarily on poor to failed sections of roadway. The project will consist of sections of roadways to be milled and resurfaced. This project is primarily funded with RMRA funds and supplemental funds using Measure R. Construction is estimated to begin in November 2022 and completed in April 2023.

Street Overlay – Estimated useful Life 20-25 years

1. Hacienda Dr. from Las Lomas Rd. to Encanto Prkwy.
2. San Pablo Wy. from Hacienda Dr. West to Hacienda Dr. East
3. San Juan Cir. from Hacienda Dr. to end of Street
4. Bernardo Cir. from San Pablo Wy. to end of street
5. Tocino Dr. from San Pablo Wy. to end of street
6. Calle Del Norte from Hacienda Dr. to end of street
7. Santa Barbara Cir. from Hacienda Dr. to end of street
8. Santa Maria Cir. from Hacienda Dr. to end of street
9. Vista Laguna Cir. from Hacienda Dr. to end of street
10. San Marcus Ln. from Hacienda Dr. to end of street
11. Sorrento Cir. from Hacienda Dr. to end of street

12. Rancho Rd. from Hacienda Dr. to end of street
13. Vista Mesa Ct. from Rancho Rd. to end of street
14. Paseo Grande Cir. from Rancho Rd. to end of street
15. Vista Verde Cir. from Rancho Rd. to end of street
16. Greenbank Ave. from Royal Oaks Dr. to Treefern Dr.
17. Freeborn St. from Greenbank Ave. to Melcanyon Rd.
18. Melcanyon Rd. from Freeborn St. to Royal Oaks Dr.
19. Fieldview Ave. from Freeborn St. to Treefern Dr.
20. Treefern Dr. from Greenbank to end of street
21. Bettyhill Ave. from Treefern Dr. to end of street
22. Gardi St. from Fieldview Ave. to end of street

PASSED, APPROVED, AND ADOPTED this 22nd day of February 2021.

Tzeitel Paras-Caracci
Mayor Pro-tem

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 22-9 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 22nd day of February 2022, by the following vote:

AYES:

NOES:

ABSENT:

Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Jason Golding, Planning Division Manager

SUBJECT: Municipal Code Amendment (MCA) 2022-01 - a City-initiated request to establish and amend definitions and regulations for Urban Lot Splits and Duplex Developments in Single-Family Residential Zones to implement recently enacted state law (Senate Bill 9)

RECOMMENDATION: Introduce Ordinance No. 907, establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law.

FISCAL IMPACT: There are no direct costs associated with the adoption of Ordinance No. 907.

EXECUTIVE SUMMARY

On September 16, 2021, the Governor signed into law Senate Bill No. 9 (SB 9). This bill, which took effect January 1, 2022, requires the ministerial approval of two dwelling units per parcel in single-family residential zones, where previously only one primary dwelling unit would have been permitted. This is in addition to permitting accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in some cases. Additionally, SB 9 requires ministerial approval of lot splits in single-family residential zones and allows two units to be built on each resulting parcel. SB 9 allows jurisdictions to adopt local ordinances to establish regulations that do not conflict with the bill, including regulations that prohibit ADUs in conjunction with projects that propose lot splits with duplexes on each lot.

Municipal Code Amendment 2022-01 proposes to modify Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions); and to add Chapter 19.88 (Urban Lot Splits) in Article 5 (Subdivisions) within the Duarte Development Code. These changes would affect all properties located in Single-Family Residential Zones.

SB 9 took effect on January 1, 2022 (Attachment A), and State development provisions will remain in effect until a city has adopted their own regulations. This situation therefore compels the City to establish interim standards regarding duplex developments and lot splits to regulate SB 9 projects. If adopted, these regulations will allow the City to exercise as much local control as allowed by State law, while providing time for Staff to consider creating a companion

illustrative design supplement for added clarity related to architectural and site design standards. For this reason, Staff has developed a proposed ordinance (Attachment B) in compliance with SB 9, which is summarized below.

BACKGROUND

Introduced by Senator Toni Atkins on December 7, 2020, and approved by Governor Gavin Newsom on September 16, 2021, this bill will require (as of January 1, 2022) local agencies to ministerially approve up to two residential units on properties currently zoned for single-family residential uses, and/or the subdivision of a parcel zoned for single-family residential use into two parcels of approximately equal size, each of which may contain two residential units. ADUs and JADUs would additionally be permitted under SB 9, resulting in the potential for up to eight total units occupying space currently zoned for one single-family residence. However, SB 9 allows local agencies to pass ordinances with objective development standards, if such standards do not physically preclude the ability of a property owner to develop two residential units of at least 800 square feet in size on each lot. Furthermore, cities may prohibit ADUs/JADUs in conjunction with an Urban Lot Split that proposes duplex development on each lot.

On January 18, 2022, the Planning Commission held a duly noticed public hearing and unanimously approved PC Resolution 22-01, recommending City Council approval of Municipal Code Amendment 2022-01 modifying Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions); and adding Chapter 19.88 (Urban Lot Splits) in Article 5 (Subdivisions) within the Duarte Development Code establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law.

DISCUSSION/ANALYSIS

SB 9 requires ministerial approval by the City of: 1) two-lot subdivisions of single-family residential lots, 2) development projects for up to two units per lot in single-family zones, and 3) a project that includes both 1 and 2 above. State law outlines requirements for the ministerial approval of a two-lot subdivision and/or two-unit (duplex) development, the core requirements being:

- Each new lot must be at least 1,200 square feet;
- Each new lot must be relatively equal in lot area and no lot can be less than 40% of the original lot size;
- Lots previously subdivided via SB 9 cannot be subdivided again; and
- The City cannot establish regulations that prohibit units of at least 800 square feet in size.

Pursuant to SB 9, local agencies may impose objective zoning, subdivision, and design review standards as long as such standards do not physically preclude the ability of a property owner to develop two residential units of at least 800 square feet in size. Examples of standards that may be imposed include height limits and setbacks (no more than four feet for side and rear setbacks), so long as those standards do not reduce the amount of permitted development to less than that currently permitted. Agencies cannot require new setbacks for an existing structure, or a structure

built in the same location and same dimensions as an existing structure. Agencies may require owner-occupancy of a site that is subdivided. If a lot split is proposed, an owner-occupancy affidavit is required stating that the applicant intends to live in one of the units for three years from the date of approval. Units created through SB 9 provisions may not be used for short-term rentals of less than 30 days.

Additionally, agencies may prohibit the construction of ADUs and JADUs in conjunction with the provisions of SB 9 if the proposal includes both an Urban Lot Split and a duplex development. Urban Lot Split projects will generally yield a total of four (4) units on all resulting lots. Duplex developments not involving an Urban Lot Split are allowed to construct or otherwise maintain ADUs, pursuant to the City's Accessory Dwelling Unit Ordinance and State law. This type of development typically would allow for a total of four (4) dwelling units, a duplex and two ADU's, on the property.

Local agencies may require a maximum of one parking space per unit, unless units are within one half-mile walking distance of a transit stop, high-quality transit corridor, or if there is a car share vehicle located within one block of the parcel. Staff has included a provision requiring the new units build their required parking within a garage. The City has also included a requirement that existing garages need to be maintained unless it precludes development of a minimum 800 square foot unit. Furthermore, the use of garages is incentivized throughout the proposed ordinance by allowing second story duplexes on top of a minimum two-car garage, and by discounting the floor area used for garages.

SB 9 allows local Building Officials to deny a duplex project or Urban Lot Split only by making a written finding, based on a preponderance of evidence, that the project would have a specific adverse impact on public health and safety or the physical environment, and that there is no feasible method to mitigate or avoid such an impact. A "specific adverse impact" must be significant, quantifiable, and direct, based on an objective written public health or safety standard that existed at the time the project application was deemed complete. Inconsistency with a city's General Plan or zoning ordinance does not constitute a specific adverse impact. Staff will be reviewing these projects on a case-by-case basis to determine whether a specific adverse impact finding can be made.

Section 19.010.035 - Duplex Developments in Single-Family Residential Zones

This proposed new section would create applicability, processes, objective development standards, and other requirements for two-unit (duplex) developments in all single-family residential zoned properties. Other residential zones that currently allow two or more units are not subject to SB 9 regulations. The highlights of the recommended development standards for duplex developments include:

- A requirement to limit the size of new units to 800 square feet, not including provided garage space;
- A one-story height limitation for projects; however, two-story SB 9 projects may be constructed over a minimum two car garage;

- The provisions for setbacks, lot coverage and other R-1 Single Family zoning standards allowed pursuant to SB 9;
- A requirement of one parking space per new unit, and the requirement to maintain existing garages, to the extent allowed by State law;
- Landscaping requirements to ensure sufficient green space;
- Objective design standards required to comply with Chapter 19.44 – Architectural and Design Standards; and
- A prohibition on short-term rental of duplex units developed under the provisions of SB 9.

Section 19.088 – Urban Lot Splits

The proposed ordinance provides requirements for Urban Lot Splits within a new Chapter 19.88, located in the Subdivision section of the Development Code. These regulations were crafted to retain, to the extent allowed, the existing open space character and quality of the single-family areas of the City. Urban Lot Split projects, in addition to incorporating a majority of the regulations applicable to Duplex Developments, are proposing the following objective standards in R-1 zoning districts:

- Neither resulting parcel shall be smaller than 40% of the lot area of the original parcel proposed for subdivision, with any resulting parcel being no less than 1,200 square feet;
- No more than two units are permitted on any parcel created by an Urban Lot Split;
- A prohibition on ADUs and JADUs in conjunction with projects seeking to incorporate both an Urban Lot Split and development of duplexes;
- No flag lots shall be created as a result of an Urban Lot Split if the subject property is adjacent to an alley, located on a corner lot, or on a through lot;
- No right-of-way dedications shall be imposed upon Urban Lot Split projects; and
- Requirement for an owner-occupancy affidavit for lot split applications, consistent with SB 9.

The objective standards created would generally create a “front” lot (adjacent to the street) and a “rear” lot (generally the back half of a lot, adjacent to the alley, if there is one) if an Urban Lot Split is completed. Flag lot standards have been included within this Chapter to ensure there is fire access and a minimum lot frontage accessible to a street. Additional flag lot standards require the use of block walls and landscaping within the pole portion of the flag lot.

Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions)

The modifications to the above chapters would alter existing language within the Development Code in a variety of ways to react to the changes required under SB9. These include the addition/modification of definitions, references to the new Section 19.10.035 and new Chapter 19.88, changes to the allowed uses table, changes to the Site Plan and Design Review process and noticing for all single-family residential projects, and various added footnotes.

One of the more significant changes alters the procedural and noticing requirements related to the Site Plan and Design Review (SPDR) process. SB 9 now mandates ministerial project approval

with no required hearing. The Code currently requires many single-family residential projects to receive approval from either the Architectural Review Board or Planning Commission, through a hearing process. Furthermore, the Duarte Development Code now requires notification to abutting property owners for many second-story development projects. Staff is suggesting this change to create a consistent and equitable SPDR process (Staff or Director level approvals) for all single-family residential projects and eliminate hearings and notifications that would otherwise be prohibited under SB 9.

Future Considerations

Due to the quick timeframe between the Governor's signing of the law and the effective date, in addition to the uncertainties in the language of the law, many cities have yet to craft regulations for SB 9 projects. Many Planning Departments are waiting on guidance and handbooks from the State Department of Housing and Community Development, and the outcome of challenges to the law.

Based upon these circumstances, Staff is proposing an ordinance, that while designed to provide interim standards for SB 9 projects, is drafted to be applicable in the long-term. Based upon how the courts and the State interpret SB 9, Staff will begin exploring the creation of an architectural and site design standards guidebook for residents and developers. The conceptual intent of this document will be to provide illustrative-based standards for the design of single-family residential lots and buildings.

ENVIRONMENTAL

Pursuant to Government Code Sections 65852.21(j) and 66411.7(n), the proposed code amendments related to the implementation of Senate Bill 9 are not considered a "project" for purposes of the California Environmental Quality Act (CEQA), and therefore do not require any environmental review under CEQA.

RECOMMENDATION

Introduce Ordinance No. 907, establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law.

FISCAL IMPACT

There are no direct costs associated with the adoption of Ordinance No. 907.

ATTACHMENTS

- A. Senate Bill 9
- B. Proposed Ordinance No. 907

Senate Bill No. 9
CHAPTER 162

An act to amend Section 66452.6 of, and to add Sections 65852.21 and 66411.7 to, the Government Code, relating to land use.

[Approved by Governor September 16, 2021. Filed with Secretary of State September 16, 2021.]

LEGISLATIVE COUNSEL'S DIGEST

SB 9, Atkins. Housing development: approvals.

The Planning and Zoning Law provides for the creation of accessory dwelling units by local ordinance, or, if a local agency has not adopted an ordinance, by ministerial approval, in accordance with specified standards and conditions.

This bill, among other things, would require a proposed housing development containing no more than 2 residential units within a single-family residential zone to be considered ministerially, without discretionary review or hearing, if the proposed housing development meets certain requirements, including, but not limited to, that the proposed housing development would not require demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income, that the proposed housing development does not allow for the demolition of more than 25% of the existing exterior structural walls, except as provided, and that the development is not located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.

The bill would set forth what a local agency can and cannot require in approving the construction of 2 residential units, including, but not limited to, authorizing a local agency to impose objective zoning standards, objective subdivision standards, and objective design standards, as defined, unless those standards would have the effect of physically precluding the construction of up to 2 units or physically precluding either of the 2 units from being at least 800 square feet in floor area, prohibiting the imposition of setback requirements under certain circumstances, and setting maximum setback requirements under all other circumstances.

The Subdivision Map Act vests the authority to regulate and control the design and improvement of subdivisions in the legislative body of a local agency and sets forth procedures governing the local agency's processing, approval, conditional approval or disapproval, and filing of tentative, final, and parcel maps, and the modification of those maps. Under the Subdivision Map Act, an approved or conditionally approved tentative map expires 24 months after its approval or conditional approval or after any additional period of time as prescribed by local ordinance, not to exceed an additional 12 months, except as provided.

This bill, among other things, would require a local agency to ministerially approve a parcel map for an urban lot split that meets certain requirements, including, but not limited to, that the urban lot split would not require the demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income, that the parcel is located within a single-family residential zone, and that the parcel is not located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.

The bill would set forth what a local agency can and cannot require in approving an urban lot split, including, but not limited to, authorizing a local agency to impose objective zoning standards, objective

subdivision standards, and objective design standards, as defined, unless those standards would have the effect of physically precluding the construction of 2 units, as defined, on either of the resulting parcels or physically precluding either of the 2 units from being at least 800 square feet in floor area, prohibiting the imposition of setback requirements under certain circumstances, and setting maximum setback requirements under all other circumstances. The bill would require an applicant to sign an affidavit stating that they intend to occupy one of the housing units as their principal residence for a minimum of 3 years from the date of the approval of the urban lot split, unless the applicant is a community land trust or a qualified nonprofit corporation, as specified. The bill would prohibit a local agency from imposing any additional owner occupancy standards on applicants. By requiring applicants to sign affidavits, thereby expanding the crime of perjury, the bill would impose a state-mandated local program.

The bill would also extend the limit on the additional period that may be provided by ordinance, as described above, from 12 months to 24 months and would make other conforming or nonsubstantive changes.

The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment. CEQA does not apply to the approval of ministerial projects.

This bill, by establishing the ministerial review processes described above, would thereby exempt the approval of projects subject to those processes from CEQA.

The California Coastal Act of 1976 provides for the planning and regulation of development, under a coastal development permit process, within the coastal zone, as defined, that shall be based on various coastal resources planning and management policies set forth in the act.

This bill would exempt a local agency from being required to hold public hearings for coastal development permit applications for housing developments and urban lot splits pursuant to the above provisions.

By increasing the duties of local agencies with respect to land use regulations, the bill would impose a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for specified reasons.

DIGEST KEY

Vote: MAJORITY Appropriation: NO Fiscal Committee: YES Local Program: YES

BILL TEXT

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1.

Section 65852.21 is added to the Government Code, to read:

65852.21.

(a) A proposed housing development containing no more than two residential units within a single-family residential zone shall be considered ministerially, without discretionary review or a hearing, if the proposed housing development meets all of the following requirements:

(1) The parcel subject to the proposed housing development is located within a city, the boundaries of which include some portion of either an urbanized area or urban cluster, as designated by the United States Census Bureau, or, for unincorporated areas, a legal parcel wholly within the boundaries of an urbanized area or urban cluster, as designated by the United States Census Bureau.

(2) The parcel satisfies the requirements specified in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4.

(3) Notwithstanding any provision of this section or any local law, the proposed housing development would not require demolition or alteration of any of the following types of housing:

(A) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

(B) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.

(C) Housing that has been occupied by a tenant in the last three years.

(4) The parcel subject to the proposed housing development is not a parcel on which an owner of residential real property has exercised the owner's rights under Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 to withdraw accommodations from rent or lease within 15 years before the date that the development proponent submits an application.

(5) The proposed housing development does not allow the demolition of more than 25 percent of the existing exterior structural walls, unless the housing development meets at least one of the following conditions:

(A) If a local ordinance so allows.

(B) The site has not been occupied by a tenant in the last three years.

(6) The development is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance.

(b)

(1) Notwithstanding any local law and except as provided in paragraph (2), a local agency may impose objective zoning standards, objective subdivision standards, and objective design review standards that do not conflict with this section.

(2)

(A) The local agency shall not impose objective zoning standards, objective subdivision standards, and objective design standards that would have the effect of physically precluding the construction of up to two units or that would physically preclude either of the two units from being at least 800 square feet in floor area.

(B)

(i) Notwithstanding subparagraph (A), no setback shall be required for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.

(ii) Notwithstanding subparagraph (A), in all other circumstances not described in clause (i), a local agency may require a setback of up to four feet from the side and rear lot lines.

(c) In addition to any conditions established in accordance with subdivision (b), a local agency may require any of the following conditions when considering an application for two residential units as provided for in this section:

(1) Off-street parking of up to one space per unit, except that a local agency shall not impose parking requirements in either of the following instances:

(A) The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.

(B) There is a car share vehicle located within one block of the parcel.

(2) For residential units connected to an onsite wastewater treatment system, a percolation test completed within the last 5 years, or, if the percolation test has been recertified, within the last 10 years.

(d) Notwithstanding subdivision (a), a local agency may deny a proposed housing development project if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

(e) A local agency shall require that a rental of any unit created pursuant to this section be for a term longer than 30 days.

(f) Notwithstanding Section 65852.2 or 65852.22, a local agency shall not be required to permit an accessory dwelling unit or a junior accessory dwelling unit on parcels that use both the authority contained within this section and the authority contained in Section 66411.7.

(g) Notwithstanding subparagraph (B) of paragraph (2) of subdivision (b), an application shall not be rejected solely because it proposes adjacent or connected structures provided that the structures meet building code safety standards and are sufficient to allow separate conveyance.

(h) Local agencies shall include units constructed pursuant to this section in the annual housing element report as required by subparagraph (I) of paragraph (2) of subdivision (a) of Section 65400.

(i) For purposes of this section, all of the following apply:

(1) A housing development contains two residential units if the development proposes no more than two new units or if it proposes to add one new unit to one existing unit.

(2) The terms “objective zoning standards,” “objective subdivision standards,” and “objective design review standards” mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal. These standards may be embodied in alternative objective land use specifications adopted by a local agency, and may include, but are not limited to, housing overlay zones, specific plans, inclusionary zoning ordinances, and density bonus ordinances.

(3) “Local agency” means a city, county, or city and county, whether general law or chartered.

(j) A local agency may adopt an ordinance to implement the provisions of this section. An ordinance adopted to implement this section shall not be considered a project under Division 13 (commencing with Section 21000) of the Public Resources Code.

(k) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local agency shall not be required to hold public hearings for coastal development permit applications for a housing development pursuant to this section.

SECTION 2.

Section 66411.7 is added to the Government Code, to read:

66411.7.

(a) Notwithstanding any other provision of this division and any local law, a local agency shall ministerially approve, as set forth in this section, a parcel map for an urban lot split only if the local agency determines that the parcel map for the urban lot split meets all the following requirements:

(1) The parcel map subdivides an existing parcel to create no more than two new parcels of approximately equal lot area provided that one parcel shall not be smaller than 40 percent of the lot area of the original parcel proposed for subdivision.

(2)

(A) Except as provided in subparagraph (B), both newly created parcels are no smaller than 1,200 square feet.

(B) A local agency may by ordinance adopt a smaller minimum lot size subject to ministerial approval under this subdivision.

(3) The parcel being subdivided meets all the following requirements:

(A) The parcel is located within a single-family residential zone.

(B) The parcel subject to the proposed urban lot split is located within a city, the boundaries of which include some portion of either an urbanized area or urban cluster, as designated by the United States Census Bureau, or, for unincorporated areas, a legal parcel wholly within the boundaries of an urbanized area or urban cluster, as designated by the United States Census Bureau.

(C) The parcel satisfies the requirements specified in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4.

(D) The proposed urban lot split would not require demolition or alteration of any of the following types of housing:

(i) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

(ii) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.

(iii) A parcel or parcels on which an owner of residential real property has exercised the owner's rights under Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 to withdraw accommodations from rent or lease within 15 years before the date that the development proponent submits an application.

(iv) Housing that has been occupied by a tenant in the last three years.

(E) The parcel is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance.

(F) The parcel has not been established through prior exercise of an urban lot split as provided for in this section.

(G) Neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using an urban lot split as provided for in this section.

(b) An application for a parcel map for an urban lot split shall be approved in accordance with the following requirements:

(1) A local agency shall approve or deny an application for a parcel map for an urban lot split ministerially without discretionary review.

(2) A local agency shall approve an urban lot split only if it conforms to all applicable objective requirements of the Subdivision Map Act (Division 2 (commencing with Section 66410)), except as otherwise expressly provided in this section.

(3) Notwithstanding Section 66411.1, a local agency shall not impose regulations that require dedications of rights-of-way or the construction of offsite improvements for the parcels being created as a condition of issuing a parcel map for an urban lot split pursuant to this section.

(c)

(1) Except as provided in paragraph (2), notwithstanding any local law, a local agency may impose objective zoning standards, objective subdivision standards, and objective design review standards applicable to a parcel created by an urban lot split that do not conflict with this section.

(2) A local agency shall not impose objective zoning standards, objective subdivision standards, and objective design review standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet.

(3)

(A) Notwithstanding paragraph (2), no setback shall be required for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.

(B) Notwithstanding paragraph (2), in all other circumstances not described in subparagraph (A), a local agency may require a setback of up to four feet from the side and rear lot lines.

(d) Notwithstanding subdivision (a), a local agency may deny an urban lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

(e) In addition to any conditions established in accordance with this section, a local agency may require any of the following conditions when considering an application for a parcel map for an urban lot split:

(1) Easements required for the provision of public services and facilities.

(2) A requirement that the parcels have access to, provide access to, or adjoin the public right-of-way.

(3) Off-street parking of up to one space per unit, except that a local agency shall not impose parking requirements in either of the following instances:

(A) The parcel is located within one-half mile walking distance of either a high-quality transit corridor as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop as defined in Section 21064.3 of the Public Resources Code.

(B) There is a car share vehicle located within one block of the parcel.

(f) A local agency shall require that the uses allowed on a lot created by this section be limited to residential uses.

(g)

(1) A local agency shall require an applicant for an urban lot split to sign an affidavit stating that the applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approval of the urban lot split.

(2) This subdivision shall not apply to an applicant that is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

(3) A local agency shall not impose additional owner occupancy standards, other than provided for in this subdivision, on an urban lot split pursuant to this section.

(h) A local agency shall require that a rental of any unit created pursuant to this section be for a term longer than 30 days.

(i) A local agency shall not require, as a condition for ministerial approval of a parcel map application for the creation of an urban lot split, the correction of nonconforming zoning conditions.

(j)

(1) Notwithstanding any provision of Section 65852.2, 65852.21, 65852.22, 65915, or this section, a local agency shall not be required to permit more than two units on a parcel created through the exercise of the authority contained within this section.

(2) For the purposes of this section, "unit" means any dwelling unit, including, but not limited to, a unit or units created pursuant to Section 65852.21, a primary dwelling, an accessory dwelling unit as defined in Section 65852.2, or a junior accessory dwelling unit as defined in Section 65852.22.

(k) Notwithstanding paragraph (3) of subdivision (c), an application shall not be rejected solely because it proposes adjacent or connected structures provided that the structures meet building code safety standards and are sufficient to allow separate conveyance.

(l) Local agencies shall include the number of applications for parcel maps for urban lot splits pursuant to this section in the annual housing element report as required by subparagraph (l) of paragraph (2) of subdivision (a) of Section 65400.

(m) For purposes of this section, both of the following shall apply:

(1) "Objective zoning standards," "objective subdivision standards," and "objective design review standards" mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal. These standards may be embodied in alternative objective land use specifications adopted by a local agency, and may include, but are not limited to, housing overlay zones, specific plans, inclusionary zoning ordinances, and density bonus ordinances.

(2) "Local agency" means a city, county, or city and county, whether general law or chartered.

(n) A local agency may adopt an ordinance to implement the provisions of this section. An ordinance adopted to implement this section shall not be considered a project under Division 13 (commencing with Section 21000) of the Public Resources Code.

(o) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local agency shall not be required to hold public hearings for coastal development permit applications for urban lot splits pursuant to this section.

SECTION 3.

Section 66452.6 of the Government Code is amended to read:

66452.6.

(a)

(1) An approved or conditionally approved tentative map shall expire 24 months after its approval or conditional approval, or after any additional period of time as may be prescribed by local ordinance, not to exceed an additional 24 months. However, if the subdivider is required to expend two hundred thirty-six thousand seven hundred ninety dollars (\$236,790) or more to construct, improve, or finance the construction or improvement of public improvements outside the property boundaries of the tentative map, excluding improvements of public rights-of-way that abut the boundary of the property to be subdivided and that are reasonably related to the development of that property, each filing of a final map authorized by Section 66456.1 shall extend the expiration of the approved or conditionally approved tentative map by 48 months from the date of its expiration, as provided in this section, or the date of the previously filed final map, whichever is later. The extensions shall not extend the tentative map more than 10 years from its approval or conditional approval. However, a tentative map on property subject to a development agreement authorized by Article 2.5 (commencing with Section 65864) of Chapter 4 of Division 1 may be extended for the period of time provided for in the agreement, but not beyond the duration of the agreement. The number of phased final maps that may be filed shall be determined by the advisory agency at the time of the approval or conditional approval of the tentative map.

(2) Commencing January 1, 2012, and each calendar year thereafter, the amount of two hundred thirty-six thousand seven hundred ninety dollars (\$236,790) shall be annually increased by operation of law according to the adjustment for inflation set forth in the statewide cost index for class B construction, as determined by the State Allocation Board at its January meeting. The effective date of each annual adjustment shall be March 1. The adjusted amount shall apply to tentative and vesting tentative maps whose applications were received after the effective date of the adjustment.

(3) "Public improvements," as used in this subdivision, include traffic controls, streets, roads, highways, freeways, bridges, overcrossings, street interchanges, flood control or storm drain facilities, sewer facilities, water facilities, and lighting facilities.

(b)

(1) The period of time specified in subdivision (a), including any extension thereof granted pursuant to subdivision (e), shall not include any period of time during which a development moratorium, imposed after approval of the tentative map, is in existence. However, the length of the moratorium shall not exceed five years.

(2) The length of time specified in paragraph (1) shall be extended for up to three years, but in no event beyond January 1, 1992, during the pendency of any lawsuit in which the subdivider asserts, and the local agency that approved or conditionally approved the tentative map denies, the existence or application of a development moratorium to the tentative map.

(3) Once a development moratorium is terminated, the map shall be valid for the same period of time as was left to run on the map at the time that the moratorium was imposed. However, if the

remaining time is less than 120 days, the map shall be valid for 120 days following the termination of the moratorium.

(c) The period of time specified in subdivision (a), including any extension thereof granted pursuant to subdivision (e), shall not include the period of time during which a lawsuit involving the approval or conditional approval of the tentative map is or was pending in a court of competent jurisdiction, if the stay of the time period is approved by the local agency pursuant to this section. After service of the initial petition or complaint in the lawsuit upon the local agency, the subdivider may apply to the local agency for a stay pursuant to the local agency's adopted procedures. Within 40 days after receiving the application, the local agency shall either stay the time period for up to five years or deny the requested stay. The local agency may, by ordinance, establish procedures for reviewing the requests, including, but not limited to, notice and hearing requirements, appeal procedures, and other administrative requirements.

(d) The expiration of the approved or conditionally approved tentative map shall terminate all proceedings and no final map or parcel map of all or any portion of the real property included within the tentative map shall be filed with the legislative body without first processing a new tentative map. Once a timely filing is made, subsequent actions of the local agency, including, but not limited to, processing, approving, and recording, may lawfully occur after the date of expiration of the tentative map. Delivery to the county surveyor or city engineer shall be deemed a timely filing for purposes of this section.

(e) Upon application of the subdivider filed before the expiration of the approved or conditionally approved tentative map, the time at which the map expires pursuant to subdivision (a) may be extended by the legislative body or by an advisory agency authorized to approve or conditionally approve tentative maps for a period or periods not exceeding a total of six years. The period of extension specified in this subdivision shall be in addition to the period of time provided by subdivision (a). Before the expiration of an approved or conditionally approved tentative map, upon an application by the subdivider to extend that map, the map shall automatically be extended for 60 days or until the application for the extension is approved, conditionally approved, or denied, whichever occurs first. If the advisory agency denies a subdivider's application for an extension, the subdivider may appeal to the legislative body within 15 days after the advisory agency has denied the extension.

(f) For purposes of this section, a development moratorium includes a water or sewer moratorium, or a water and sewer moratorium, as well as other actions of public agencies that regulate land use, development, or the provision of services to the land, including the public agency with the authority to approve or conditionally approve the tentative map, which thereafter prevents, prohibits, or delays the approval of a final or parcel map. A development moratorium shall also be deemed to exist for purposes of this section for any period of time during which a condition imposed by the city or county could not be satisfied because of either of the following:

(1) The condition was one that, by its nature, necessitated action by the city or county, and the city or county either did not take the necessary action or by its own action or inaction was prevented or delayed in taking the necessary action before expiration of the tentative map.

(2) The condition necessitates acquisition of real property or any interest in real property from a public agency, other than the city or county that approved or conditionally approved the tentative map, and that other public agency fails or refuses to convey the property interest necessary to satisfy the condition. However, nothing in this subdivision shall be construed to require any public agency to convey any interest in real property owned by it. A development moratorium specified in this paragraph shall be deemed to have been imposed either on the date of approval or conditional approval of the tentative map, if evidence was included in the public record that the public agency that owns or controls the real property or any interest therein may refuse to convey that property or interest, or on the date that the public agency that owns or controls the real property or any interest therein receives an offer by the subdivider to purchase that property or interest for fair market value, whichever is later. A development moratorium specified in this paragraph shall extend the tentative map up to the maximum period as set forth in subdivision (b), but not later than January 1, 1992, so long as the public agency that owns or controls the real property or any interest therein fails or refuses to convey the necessary property interest, regardless of the reason for the failure or refusal, except that the development moratorium shall be deemed to terminate 60 days after the public agency has officially made, and communicated to the subdivider, a

written offer or commitment binding on the agency to convey the necessary property interest for a fair market value, paid in a reasonable time and manner.

SECTION 4.

The Legislature finds and declares that ensuring access to affordable housing is a matter of statewide concern and not a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, Sections 1 and 2 of this act adding Sections 65852.21 and 66411.7 to the Government Code and Section 3 of this act amending Section 66452.6 of the Government Code apply to all cities, including charter cities.

SECTION 5.

No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because a local agency or school district has the authority to levy service charges, fees, or assessments sufficient to pay for the program or level of service mandated by this act or because costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

EXHIBIT B

ORDINANCE NO. 907

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 2022-01 MODIFYING CHAPTERS 19.10 (RESIDENTIAL ZONES), 19.38 (OFF-STREET PARKING REGULATIONS AND DESIGN), 19.122 (SITE PLAN AND DESIGN REVIEW), AND 19.160 (DEFINITIONS); AND ADDING CHAPTER 19.88 (URBAN LOT SPLITS) IN ARTICLE 5 (SUBDIVISIONS) WITHIN THE DUARTE DEVELOPMENT CODE THEREBY ESTABLISHING DEFINITIONS AND REGULATIONS FOR URBAN LOT SPLITS AND DUPLEX DEVELOPMENTS IN SINGLE-FAMILY RESIDENTIAL ZONES TO IMPLEMENT RECENTLY ENACTED STATE LAW

WHEREAS, on September 16, 2021, the Governor signed into law Senate Bill No. 9 (SB 9). In summary, SB 9 requires that local agencies ministerially approve certain subdivisions of one single-family residential lot into two without discretionary review, and requires a local agency to ministerially approve a proposed development project of up to two units on a lot in a single-family residential zone without discretionary review; and

WHEREAS, SB 9 would set forth what a local agency can and cannot require in approving the construction of two residential units and the subdivision of an urban lot split, including, but not limited to, authorizing a local agency to impose objective zoning standards, objective subdivision standards, and objective design standards, as defined, unless those standards would have the effect of physically precluding the construction of two units; among other prohibitions; and

WHEREAS, SB 9 took effect on January 1, 2022; therefore, it is necessary for the City to establish objective standards regarding duplex developments and urban lot splits to regulate SB 9 projects; and

WHEREAS, the Planning Commission desires to establish objective standards to preserve the City's quality of life as characterized by the City's General Plan; and

WHEREAS, the Planning Commission seeks and intends to protect the health, safety, and welfare of the residents of the City of Duarte by establishing regulations for urban lot splits and two-unit developments in single family residential zones; and

WHEREAS, in accordance with Section 19.142.020 of the Duarte Development Code, Municipal Code Amendment 2022-01 modifies Chapters 19.10 (Residential Zones) by adding a new Section 19.010.035 (Duplex Developments in Single-Family Residential Zones) to the Duarte Development Code to provide objective development standards, as allowed by State law, for up to two dwelling units as set forth in Exhibit "B-1"; adding a new Chapter 19.88 (Urban Lot Splits) to Article 5 (Subdivisions) to the Duarte Development Code to provide objective subdivision and

development standards, pursuant to State law, as set forth in Exhibit “B-2”; and modifying Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions) of the Duarte Development Code establishing definitions, citations and miscellaneous regulations for urban lot splits and duplex developments, as set forth in Exhibit “B-3,” all attached hereto and made part of this Resolution; and

WHEREAS, notice of a public hearing on the proposed amendment was given in accordance with applicable law; and

WHEREAS, on January 18, 2022, the Planning Commission held a duly noticed public hearing to consider adopting a resolution to recommend that the City Council adopt Municipal Code Amendment 2022-01 modifying Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions); and adding Chapter 19.88 (Urban Lot Splits) in Article 5 (Subdivisions) within the Duarte Development Code establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law; and

WHEREAS, after consideration of the information presented, the Planning Commission unanimously adopted a resolution recommending that the Duarte City Council adopt the proposed Ordinance modifying Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions); and adding Chapter 19.88 (Urban Lot Splits) in Article 5 (Subdivisions) within the Duarte Development Code thereby establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law.

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

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

SECTION 2. The following section of the Duarte Development Code is added to read as follows:

SECTION 19.10.035 - DUPLEX DEVELOPMENTS IN SINGLE-FAMILY RESIDENTIAL ZONES

A. **Purpose.** The purpose of this section is to allow and appropriately regulate Duplex (Two-Family Dwelling Unit) Developments in Single-Family Residential Zones in accordance with Government Code section 65852.21.

B. *Definitions.*

1. “Car share vehicle” is a motor vehicle that is operated as part of a regional fleet by a private or public car sharing company or organization and provides hourly or daily service.
2. “Unit” is any dwelling unit, including, but not limited to, a primary dwelling unit, a unit created under this section of this code, an accessory dwelling unit (ADU), or a junior accessory dwelling unit (JADU).

C. *Application, Review Process, Standard for Denial.*

1. An application for a Duplex project must be submitted on the city’s approved form and include all items required as part of the application submittal package.
2. A full title report shall be provided as part of the application.
 - a. In the event the property has not already been legally subdivided, the applicant must obtain a certificate of compliance with the Subdivision Map Act for the lot and provide the certificate with the application.
3. The owner shall sign an affidavit, in the form approved by the City Attorney, stating that the Duplex would not require demolition or alteration of any of the following types of housing listed in Subsection D.5.a-d.
 - a. The City may conduct its own inquiries and investigation to ascertain the veracity of the sworn statement, including but not limited to, surveying owners of nearby properties; and the city may require additional evidence of the applicant and owner as necessary to determine compliance with this requirement.
4. Only a complete application will be considered. The city will inform the applicant within 30 days after submittal whether the application is complete. If the city does not respond within 30 days after submittal, the application is deemed incomplete.
5. The city may establish a fee to recover its costs for adopting, implementing, and enforcing this section of the code, in accordance with applicable law. The city council may establish and change the fee by resolution. The fee must be paid with the application. An application submitted without the established fee is deemed incomplete.
6. An application for a Duplex development shall be considered ministerially, without discretionary review or hearing.

7. An application for a Duplex development shall be approved or denied by the Community Development Director through the Site Plan and Design Review process, further described in Chapter 19.122.
8. Notwithstanding subsection 6, the City may deny an application for a Duplex development if the building official, or designee, makes a written finding, based upon a preponderance of the evidence, that the proposed Duplex development would have a specific, adverse impact, as defined in subsection (d)(2) of Government Code Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

D. ***Accessory Dwelling Unit Ineligibility.*** Parcels containing both a Duplex and subject to an Urban Lot Split as those terms both defined in Article 9 shall be ineligible for an accessory dwelling unit or junior accessory dwelling unit permit under Section 19.60.160 of this Code. Operation of an accessory dwelling unit or junior accessory dwelling unit in violation of this subsection shall be a violation of this Section and grounds for enforcement pursuant to subsection L.

E. ***Applicability.*** Proposed Duplex developments must satisfy each of the following:

1. Zoning. Located within a Single-Family Zoning District.
2. Lot Location. Located on a parcel that meets all requirements of subsections(a)(6)(B) through (A)(6)(K), inclusive, of Government Code Section 65913.4, as may be amended from time to time.
3. Subdivision Map Act Compliance. Located on a lot that has been legally subdivided.
4. Not Historic. The lot must not be a historic property or within a historic district that is included on the State Historic Resources Inventory. Nor may the lot be or be within a site that is designated by ordinance as a city or county landmark or as a historic property or district.
5. No Impact on Protected Housing. The Duplex project must not require or include the demolition or alteration of any of the following types of housing:
 - a. Housing that is income-restricted for households of moderate, low, or very low income.
 - b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.
 - c. Housing, or a lot that used to have housing, that has been withdrawn from rental or lease under the Ellis Act (Gov. Code §§ 7060– 7060.7) at any time in the 15 years prior to submission of the urban lot split application.

- d. Housing that has been occupied by a tenant in the last three years. The applicant and the owner of a property for which a Duplex project is sought must provide a sworn statement as to this fact with the application for the parcel map. The city may conduct its own inquiries and investigation to ascertain the veracity of the sworn statement, including but not limited to, surveying owners of nearby properties; and the city may require additional evidence of the applicant and owner as necessary to determine compliance with this requirement.

6. Demolition.

- a. Not more than 25 percent of the existing exterior structure walls of an existing dwelling on the parcel may be demolished unless the site has not been occupied by a tenant in the last three years.
- b. If approved by the Community Development Director, any Duplex project that involves an existing dwelling unit proposed for demolition of more than 25 percent of the existing exterior structure walls of an existing dwelling on the parcel must comply with the replacement provisions of Government Code 66300(d).

F. ***Development Standards.*** A Duplex development shall comply with the following development standards. In the cases where the following standards preclude development of an 800 square foot dwelling, the plan check review process will allow deviations sufficient to accommodate such development.

1. Configuration.

- a. Proposed adjacent or connected units shall be permitted if they meet building code standards, are designed to allow separate conveyance, and comply with the development standards of the underlying zoning district or additional standards prescribed in this section, as applicable.
- b. Required parking for units associated with a Duplex project shall be accessed via an alley, if there is an alley.

2. Quantity.

- a. No more than two units of any kind may be built on a lot that results from an Urban Lot Split, as prescribed under Chapter 19.88.
- b. A lot that is not created by an Urban Lot Split may have a two-unit project under this section, plus any ADU or JADU that must be allowed under state law and the City's ADU ordinance.

3. Unit Size.
 - a. The total floor area of each unit built that is developed under this section must be no greater than 800 square feet, exclusive of any enclosed garage space.
 - b. Notwithstanding paragraph (a), if the Duplex application proposes to add one new unit to a unit that was legally established prior to submission of the Duplex application, the existing, legally established unit may retain its dimensions at the time the Duplex application is submitted. A unit that was legally established prior to submission of the Duplex application which retains its dimensions pursuant to this paragraph may not be expanded except as provided by paragraph (c).
 - c. A unit that was legally established prior to submission of the Duplex application and that is smaller than 800 square feet may be expanded to 800 square feet after or as part of the Duplex project.
4. Lot Coverage. The City's existing lot coverage standards for the Single-Family Residential Zones shall apply to projects subject to this Section.
5. Setbacks. The City's existing setback standards for its R-1 Single-Family Residential Zone shall apply to projects subject to this Section.
 - a. Side and Rear. Duplex developments shall be setback at least four feet (4') from the side and rear property lines.
 - b. Existing Structures. No setback is required for an existing legally established structure or for a new structure that is constructed in the same location and to the same dimensions as an existing legally established structure.
 - c. Building Separation. A minimum separation of 10 feet (10'), measured from wall to wall, shall be required between detached dwelling units located on the same site.
 - d. Projections into Setbacks. See Chapter 19.32.
6. Height.
 - a. Any new units built shall be one-story and no taller than 16 feet (16') to the highest ridgeline, and no taller than ten feet (10') to the top plate.
 - b. Heights above 16 feet (16') are allowed for existing or proposed units with a garage, in which the first-floor garage is maintained as off-street parking for two or more vehicles and the second-floor dwelling unit is equal to or less than the footprint of the first-floor garage itself. The garage must be accessible from a paved driveway that connects to a street or alley.

7. Foundations. A permanent foundation shall be required for all new units.
8. Landscaping. The City's existing landscape, irrigation, and hardscape standards for the Single-Family Residential Zones shall apply to projects subject to this Section as required by Chapters 19.40.
9. Accessible Roof Areas. For units subject to this Section – accessible decks, patios, balconies, and similar private open spaces above the top plate of any new or remodeled existing dwelling unit are prohibited.
10. Lighting. Exterior lighting shall be shielded or directed downwards.
11. Parking.
 - a. Existing off-street garage parking and driveway must be maintained as part of a Duplex project.
 - b. Required parking shall be one off-street parking space within an enclosed garage per each dwelling unit, unless one of the following applies:
 - i. The parcel is within ½ mile walking distance of a high-quality transit corridor or a major transit stop, as defined in Sections 21155 or 21064.3 of the California Public Resources Code.
 - ii. The parcel is located within one block of a car-share vehicle location, as defined in this section.
 - c. Any parking and access, as required or otherwise proposed, for a Duplex development lot shall be accessed via an alley, if there is an alley.
12. Pedestrian access. Access to a public street or alley shall be provided with an exterior pedestrian pathway from the primary entrances of each unit to the adjoining sidewalk, street, or alley.

G. **Other Standards.** All other applicable standards of this Code shall apply to the extent these standards do not conflict with this section of State law, in addition to the following:

1. Design Standards. Units and any other accessory structures shall comply with applicable objective design standards, as further described in Section 19.44.010.
2. Utilities. Each dwelling unit on a parcel must have its own direct utility connection to the utility service provider.
3. Onsite Wastewater Treatment System. For dwelling units connected to an onsite wastewater treatment system, a percolation test completed within the last 5 years, or,

if the percolation test has been recertified, within the last 10 years, and compliance with Chapter 6.13 of the Duarte Municipal Code, which implements the County of Los Angeles Local Agency Management Program (Ordinance No. 2018-0037).

H. ***Standards Precluding Development.*** If an applicant submits plans showing that any of the objective standards which otherwise apply to Duplex applications would have the effect of physically precluding the construction of up to two units or would physically preclude either of the two units from being at least 800 square feet in floor area, the Community Development Director shall permit the minimum deviation of the objective standards shown to physically preclude the construction of up to two units or physically preclude either of the two units from being at least 800 square feet in floor area necessary to physically permit the Duplex project.

I. ***Regulation of Uses***

1. Residential Only. No non-residential use is permitted on the lot.
2. Short-term Rentals. No unit on the lot may be rented for a period of less than 30 days.

J. ***Separate Conveyance.***

1. Primary dwelling units on the lot may not be owned or conveyed separately from each other.
2. Condominium airspace divisions and common interest developments are not permitted within the lot.
3. All fee interest in the lot and all the dwellings must be held equally and undivided by all individual property owners.

K. ***Restrictive Covenant.*** The applicant shall sign and record a restrictive covenant in the form prescribed by the City Attorney, which shall run with the land and provide for the following:

1. A prohibition on non-residential uses on the lot.
2. A prohibition against renting or leasing the units for fewer than 30 consecutive calendar days.
3. All required parking shall be maintained, and useable for the parking of motor vehicle(s).
4. Expressly prohibits any separate conveyance of a primary dwelling on the property, any separate fee interest, and any common interest development within the lot.

L. ***Remedies.*** If a Duplex project violates any part of this code or any other legal requirement:

1. The buyer, grantee, or lessee of any part of the property has an action for damages or to void the deed, sale, or contract.
2. The city may:
 - a. Bring an action to enjoin any attempt to sell, lease, or finance the property.
 - b. Bring an action for other legal, equitable, or summary remedy, such as declaratory and injunctive relief.
 - c. Pursue criminal prosecution, punishable by imprisonment in county jail or state prison for up to one year, by a fine of up to \$10,000, or both; or a misdemeanor.
 - d. Record a notice of violation.
 - e. Withhold any or all future permits and approvals.
 - f. Pursue all other administrative, legal, or equitable remedies that are allowed by law or the city's code.

SECTION 3. The following chapter of the Duarte Development Code is added to read as follows:

CHAPTER 19.88 - URBAN LOT SPLITS

A. **Purpose.** The purpose of this section is to allow and appropriately regulate Urban Lot Splits in Single-Family Residential Zones in accordance with Government Code section 66411.7.

B. **Definitions.**

1. "Acting in concert" means a person that has common ownership or control of the subject parcel with the owner of the adjacent parcel, a person acting on behalf of, acting for the predominant benefit of, acting on the instructions of, or actively cooperating with, the owner of the parcel being subdivided.
2. "Adjacent parcel" means any parcel of land that is (1) touching the parcel at any point; (2) separated from the parcel at any point only by a public right-of-way, private street, or way, or public or private utility, service, or access easement; or (3) separated from another parcel only by other real property which is in common ownership or control of the applicant.
3. "Car share vehicle" means a motor vehicle that is operated as part of a regional fleet by a private or public car sharing company or organization and provides hourly or daily service.

4. “Common ownership or control” means property owned or controlled by the same person, persons, or entity, or by separate entities in which any shareholder, partner, member, or family member of an investor of the entity owns ten percent or more of the interest in the property.
5. “Unit” means any dwelling unit, including, but not limited to, a primary dwelling unit, a unit created under this section of this code, an accessory dwelling unit (ADU), or a junior accessory dwelling unit (JADU).

C. *Application, Review Process, Standard for Denial.*

1. An application for an Urban Lot Split must be submitted on the City’s approved form and include all items required as part of the application submittal package.
2. The owner shall sign an affidavit, in the form approved by the City Attorney, stating that the proposed Urban Lot Split would not require demolition or alteration of any of the following types of housing listed in Subsection E.6.a-d.
 - a. The City may conduct its own inquiries and investigation to ascertain the veracity of the sworn statement, including but not limited to, surveying owners of nearby properties; and the city may require additional evidence of the applicant and owner as necessary to determine compliance with this requirement.
3. The owner and applicant shall sign an affidavit, in the form approved by the City Attorney, stating that neither the owner nor applicant, nor any person acting in concert with the owner or applicant, has previously subdivided an adjacent parcel using an Urban Lot Split.
4. Only a complete application will be considered. The city will inform the applicant within 30 days after submittal whether the application is complete. If the city does not respond within 30 days after submittal, the application is deemed incomplete.
5. The city may establish a fee to recover its costs for adopting, implementing, and enforcing this section of the code, in accordance with applicable law. The city council may establish and change the fee by resolution. The fee must be paid with the application. An application submitted without the established fee is deemed incomplete.
6. An application for an Urban Lot Split shall be considered ministerially, without discretionary review or hearing, pursuant to Table 5-1 (Subdivision Review Authorities) listed in Chapter 19.70.
7. Ministerial approval of both a tentative and final parcel map are required for an Urban Lot Split. Ministerial approval of a final parcel map means that all required documents have been recorded and proof of recordation is provided to the City.

8. Notwithstanding subsection 7, the City may deny an application for an Urban Lot Split if the building official, or designee, makes a written finding, based upon a preponderance of the evidence, that the proposed Urban Lot Split would have a specific, adverse impact, as defined in subsection (d) of Government Code Section 65411.7, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

D. ***Accessory Dwelling Unit Ineligibility.*** Parcels containing both a Duplex Development and subject to an Urban Lot Split as those terms both defined in Article 9 shall not contain an accessory dwelling unit or junior accessory dwelling unit under Section 19.60.160 of this Code. Operation of an accessory dwelling unit or junior accessory dwelling unit in violation of this subsection shall be a violation of this Section and grounds for enforcement pursuant to subsection L.

E. ***Applicability.*** A proposed Urban Lot Split must satisfy each of the following:

1. Zoning. Located within a Single-Family Zoning District.
2. Lot Location. Located on a parcel that meets all requirements of subsections(a)(6)(B) through (A)(6)(K), inclusive, of Government Code Section 65913.4, as may be amended from time to time.
3. No Prior Urban Lot Split
 - a. The lot to be split was not established through a prior Urban Lot Split.
 - b. The lot to be split is not adjacent to any lot that was established through a prior Urban Lot Split by the owner of the lot to be split or by any person acting in concert with the owner.
4. Subdivision Map Act Compliance.
 - a. The Urban Lot Split must conform to all applicable objective requirements of the Subdivision Map Act (Gov. Code § 66410 et. seq., “SMA”) and applicable sections of Article 5 (Subdivisions) of this Code, except as otherwise expressly provided in this section.
 - b. Notwithstanding section 66411.1 of the SMA, no dedication of rights-of-way or construction of offsite improvements is required for an Urban Lot Split.
5. Not Historic. The lot must not be a historic property or within a historic district that is included on the State Historic Resources Inventory. Nor may the lot be or be within a site that is designated by ordinance as a city or county landmark or as a historic property or district.

6. No Impact on Protected Housing. The Urban Lot Split must not require or include the demolition or alteration of any of the following types of housing:
 - a. Housing that is income-restricted for households of moderate, low, or very low income.
 - b. Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.
 - c. Housing, or a lot that used to have housing, that has been withdrawn from rental or lease under the Ellis Act (Gov. Code §§ 7060– 7060.7) at any time in the 15 years prior to submission of the Urban Lot Split application.
 - d. Housing that has been occupied by a tenant in the last three years.
7. Demolition.
 - a. Not more than 25 percent of the existing exterior structure walls of an existing dwelling on the parcel may be demolished unless the site has not been occupied by a tenant in the last three years.
 - b. If approved by the Community Development Director, any Duplex project that involves an existing dwelling unit proposed for demolition of more than 25 percent of the existing exterior structure walls of an existing dwelling on the parcel must comply with the replacement provisions of Government Code 66300(d).

F. ***Development Standards***

1. Lot Size. An Urban Lot Split shall subdivide an existing parcel to create no more than two new parcels of approximately equal lot area, provided that:
 - a. Parcels resulting from the Urban Lot Split must be no less than 40% the size of the original parcel;
 - b. Neither resulting parcel shall be smaller than 1,200 square feet; and
 - c. No flag lots shall be created as a result of the lot split if the existing parcel is adjacent to an alley, is a corner lot or through lot.
2. General Development Standards
 - a. Front lot lines shall conform to the minimum public street frontage requirements of this Development Code.
 - b. Each parcel shall have approximately equal lot width and lot depth, consistent with the minimum parcel sizes described in Paragraph 1 of Subsection E. Lot

depth shall be measured at the midpoint of the front lot line. Lot width shall be measured by a line connecting two points on opposite interior lot lines that will result in a line parallel to the front lot line.

- c. New lot lines must be straight lines, unless there is a conflict with existing improvements or the natural environment in which case the line may be not straight but shall follow the appropriate course.
 - d. Lot lines facing a street shall generally be parallel to the street.
 - e. Interior lot lines not facing the street shall be at right angles perpendicular to the street on straight streets, or radial to the street on curved streets.
 - f. Lot lines shall be contiguous with existing zoning boundaries.
 - g. The placement of lot lines shall not result in an accessory building or accessory use on a lot without a main building or primary use on the same lot, as defined in this Development Code.
 - h. Lot lines shall not render an existing structure as nonconforming in any respect (e.g., setbacks, open yard, floor area ratio, parking), nor increase the nonconformity of an existing nonconforming structure.
3. Flag Lot Development Standards. The following regulations apply only to an Urban Lot Split, as defined by this Chapter, when up to one flag lot is to be developed with a Duplex Development.
- a. Each flag lot shall be designed to provide a "pole" that functions primarily as an accessway from the street to the main body ("flag" portion) of the lot. The pole portion shall be deemed to end, and the flag portion of the lot shall be deemed to commence, at the extension of the newly created front property line of the Urban Lot Split. See Figure 5-1.
 - b. Any parking and access, as required or otherwise proposed, for an Urban Lot Split lot shall be accessed via an alley, if there is an alley.
 - c. 20 feet (20') of street frontage (pole width) shall be maintained throughout the length of the pole.
 - d. Driveways.
 - i. Only one driveway accessing a street shall be allowed per parcel.
 - ii. Driveways shall be no narrower than 10 feet (10') and no wider than 14 feet (14').

- iii. The remaining pole width which is not used for a driveway shall be landscaped and irrigated with planting material and/or hardscape, and permanently maintained, in compliance with Chapter 19.40 of the City's Development Code.
- iv. All driveways shall be clear and unobstructed for a height of 12 feet above ground.
- v. All driveways for private automobile storage spaces and the actual spaces shall be paved with Portland cement concrete or approved equivalent at least three inches thick.
- e. Walls – The use of decorative block walls are required, as permitted by Chapter 19.36 of the City's Development Code.
- f. All flag lots proposed in this Chapter shall comply with all requirements of the Fire Department, the Public Works Division, and the Building Division.

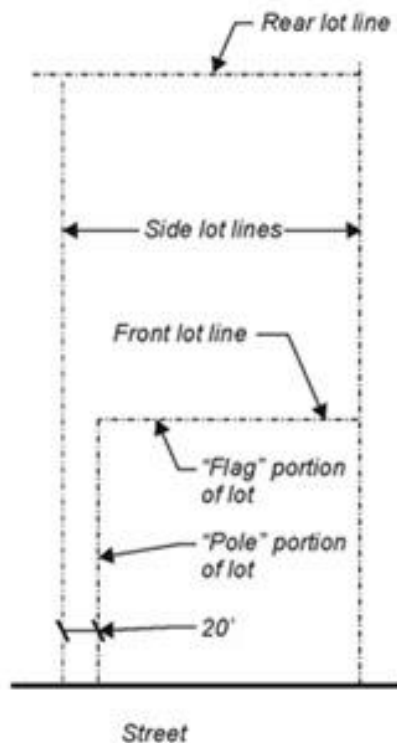


FIGURE 5-1

- 4. Easements. The owner shall dedicate all easements over the resulting parcels required for the provision of utilities, and public services and facilities, as determined by the City Engineer.

5. Configuration.
 - a. Proposed adjacent or connected units shall be permitted if they meet building code standards, are designed to allow separate conveyance, and comply with the development standards of the underlying zoning district or additional standards prescribed in this section, as applicable.
 - b. Required parking for an Urban Lot Split lot shall be accessed via an alley, if there is an alley.
6. Quantity.
 - a. Notwithstanding any provision of Government Code Sections 65852.2, 65852.21, 65852.22, 65915, or 66411.7, no more than two units can occupy a parcel created through an Urban Lot Split. In addition, parcels containing both a Duplex as that term is defined in Section 19.010.035 and subject to or created by an Urban Lot Split as that term is defined in this Section shall be ineligible for an accessory dwelling unit or junior accessory dwelling unit permit under Section 19.60.160.
7. Unit Size.
 - a. The total floor area of each unit built that is developed under this section must be no greater than 800 square feet, exclusive of any enclosed garage space.
 - b. A unit that was legally established on the lot prior to the Urban Lot Split and that is larger than 800 square feet is limited to the lawful floor area at the time the application for the Urban Lot Split is submitted, provided that the unit may not thereafter be expanded.
 - c. A unit that was legally established prior to the submission of the Urban Lot Split application and that is smaller than 800 square feet may be expanded to 800 square feet after the Urban Lot Split occurs.
8. Lot Coverage. The City's existing lot coverage standards for the Single-Family Residential Zones shall apply to projects subject to this Chapter.
9. Setbacks. The City's existing setback standards for its R-1 Single-Family Residential Zone shall apply to projects subject to this Chapter.
 - a. Side and Rear. Units on Urban Lot Split parcels shall be setback at least four feet (4') from the side and rear property lines.
 - b. Existing Structures. No setback is required for an existing legally established structure or for a new structure that is constructed in the same location and to the same dimensions as an existing legally established structure.

- c. Building Separation. A minimum separation of 10 feet (10'), measured from wall to wall, shall be required between detached units located on the same site.
 - d. Projections into Setbacks. See Chapter 19.32.
- 10. Height.
 - a. Any new units built shall be one-story and no taller than 16 feet (16') to the highest ridgeline, and no taller than ten feet (10') to the top plate.
 - b. Heights above 16 feet (16') are allowed for existing or proposed dwelling units with a garage, in which the first-floor garage is maintained as off-street parking for two or more vehicles and the second-floor dwelling unit is equal to or less than the footprint of the first-floor garage itself. The garage must be accessible from a paved driveway that connects to a street or alley.
- 11. Foundations. A permanent foundation shall be required for all new units.
- 12. Landscaping. The City's existing landscape, irrigation, and hardscape standards for the Single-Family Residential Zones shall apply to projects subject to this Chapter as required by Chapters 19.40.
- 13. Accessible Roof Areas. For all units subject to the Section – accessible decks, patios, balconies, and similar private open spaces above the top plate of any dwelling unit are prohibited.
- 14. Lighting. Exterior lighting shall be shielded or directed downwards.
- 15. Parking.
 - a. Existing off-street garage parking and driveway must be maintained as part of an Urban Lot Split project.
 - b. Required parking shall be one off-street parking space within an enclosed garage per each dwelling unit, unless one of the following applies:
 - i. The parcel is within ½ mile walking distance of a high-quality transit corridor or a major transit stop, as defined in Sections 21155 or 21064.3. of the California Public Resources Code.
 - ii. The parcel is located within one block of a car-share vehicle location, as defined in this section.
 - c. Any parking and access, as required or otherwise proposed, for units on an Urban Lot Split parcel shall be accessed via an alley, if there is an alley.

16. Pedestrian Access. Access to a public street or alley shall be provided with an exterior pedestrian pathway from the primary entrances of each dwelling unit to the adjoining sidewalk, street, or alley.

G. ***Other Standards.*** All other applicable standards of this Code shall apply to the extent these standards do not conflict with this section of State law, in addition to the following:

1. Design Standards. Units and any other accessory structures shall comply with applicable objective design standards, as further described in Section 19.44.010.
2. Utilities. Each unit on an Urban Lot Split parcel must have its own direct utility connection to the utility service provider.
3. Onsite Wastewater Treatment System. For units connected to an onsite wastewater treatment system, a percolation test completed within the last 5 years, or, if the percolation test has been recertified, within the last 10 years, and compliance with Chapter 6.13 of the Duarte Municipal Code, which implements the County of Los Angeles Local Agency Management Program (Ordinance No. 2018-0037).

H. ***Standards Precluding Development.*** If an applicant submits plans showing that any of the objective standards which otherwise apply to Urban Lot Split applications would have the effect of physically precluding the construction of up to two units or would physically preclude either of the two units from being at least 800 square feet in floor area, the Community Development Director shall permit the minimum deviation of the objective standards shown to physically preclude the construction of up to two units or physically preclude either of the two units from being at least 800 square feet in floor area necessary to physically permit the Urban Lot Split project.

I. ***Regulation of Uses***

1. Residential Only. No non-residential use is permitted on the lot.
2. Short-term Rentals. No unit on the lot may be rented for a period of less than 30 days.

J. ***Separate Conveyance.***

1. Within a resulting lot.
 - a. Primary dwelling units on a lot that is created by an Urban Lot Split may not be owned or conveyed separately from each other.
 - b. Condominium airspace divisions and common interest developments are not permitted on a lot that is created by an Urban Lot Split.

- c. All fee interest in a lot and all dwellings on the lot must be held equally and undivided by all individual property owners.
2. Between resulting lots. Separate conveyance of the resulting lots is permitted. If dwellings or other structures (such as garages) on different lots are adjacent or attached to each other, the Urban Lot Split boundary may separate them for conveyance purposes if the structures meet building code safety standards and are sufficient to allow separate conveyance. If any attached structures span or will span the new lot line, the owner must record appropriate Covenants, Conditions, and Restrictions (“CC&Rs”), easements, or other documentation that is necessary to allocate rights and responsibility between the owners of the two lots.

K. **Restrictive Covenant.** Prior to the approval and recordation of the parcel map, the applicant shall sign and record a restrictive covenant in the form prescribed by the City Attorney, which shall run with the land and provide for the following:

1. A prohibition against further subdivision of the parcel using the Urban Lot Split procedures as provided for in this section.
2. A prohibition on non-residential uses of any units developed or constructed on either resulting parcel.
3. A prohibition against renting or leasing the units for fewer than 30 consecutive calendar days.
4. All required parking shall be maintained, and useable for the parking of motor vehicle(s).
5. A statement that the applicant intends to occupy one of the housing units on the newly created lots as its principal residence for a minimum of three years from the date of the approval of the Urban Lot Split. This paragraph shall not apply to an applicant that is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

L. **Remedies.** If an Urban Lot Split violates any part of this code or any other legal requirement:

1. The buyer, grantee, or lessee of any part of the property has an action for damages or to void the deed, sale, or contract.
2. The city may:
 - a. Bring an action to enjoin any attempt to sell, lease, or finance the property.

- b. Bring an action for other legal, equitable, or summary remedy, such as declaratory and injunctive relief.
- c. Pursue criminal prosecution, punishable by imprisonment in county jail or state prison for up to one year, by a fine of up to \$10,000, or both; or a misdemeanor.
- d. Record a notice of violation.
- e. Withhold any or all future permits and approvals.
- f. Pursue all other administrative, legal, or equitable remedies that are allowed by law or the city's code.

SECTION 4. The following chapters of the Duarte Development Code are amended to read as follows:

Modifications to Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions)

(DELETIONS SHOWN AS ~~DOUBLE STRIKE THROUGH~~ AND ADDITION AS **BOLD AND UNDERLINE**):

A. Modify 19.10.010.B {"R-1 Single-Family Residential Zones (Very Low Density and Low Density)} of Section 19.10.010 ("Purpose of Residential Zones") of Chapter 19.10 ("Residential Zones") of Article 2 ("Zones, Allowable Uses, and Development Standards") to Title 19 ("Development Code") of the City of Duarte Municipal Code as follows:

R-1 Single-Family Residential Zones (Very Low Density and Low Density).

The R-1 zones are established to provide areas for the development and preservation of residential subdivisions consisting of detached residences and accessory uses compatible with the residential use of the zone. There are six single-family (R-1) residential zones that provide a variety of living environments based upon the required minimum net lot size. No more than one dwelling unit is allowed on each lot, except as otherwise provided in Section 19.60.160 (Second Dwelling Units), **Section 19.10.035 (Duplex Developments in Single-Family Residential Zones), and/or Chapter 19.88 (Urban Lot Splits).** Required minimum lot sizes for each of the six zones are as follows:

1. R-1: 6,500 square foot minimum lot size.
2. R-1A: 7,500 square foot minimum lot size.
3. R-1B: 10,000 square foot minimum lot size.
4. R-1D: 20,000 square foot minimum lot size (Hillside area).

5. R-1E: 20,000 square foot minimum lot size (Non-hillside area).

6. R-1F: 80,000 square foot minimum lot size.

B. Modify Table 2-1 (“Allowed Uses and Permit Requirements”) of Section 19.10.020 (“Land Uses and Permit Requirements”) of Chapter 19.10 (“Residential Zones”) of Article 2 (“Zones, Allowable Uses, and Development Standards”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

TABLE 2-1 ALLOWED USES AND PERMIT REQUIREMENTS	Single-Family and Two-Family Residential Zone Permit Requirements							
	P = Permitted By Right A = Permitted as Accessory Use MUP = Minor Use Permit CUP = Conditional Use Permit — = Not Allowed							
Land Use	R-1	R-1A	R-1B	R-1D	R-1E	R-1F	R-2	Specific Use Regulations
Residential Uses								
Single-Family Dwellings	P	P	P	P	P	P	P	See Table 7-2 (Article 7) for Site Plan Review Requirements. See 19.10.050 for R-1D zone special requirements. See 19.10.080 (Manufactured Homes)
Multi-Family Dwellings	—	—	—	—	—	—	—	
Two-Family Dwellings (Duplex)	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	P	<u>See 19.10.035 (Duplex Developments in Single-Family Residential Zones)</u>
Mobile Housing Unit	—	—	—	—	—	—	—	
Accessory Dwelling Unit	A	A	A	A	A	A	—	See 19.60.160 (Accessory Dwelling Units)
Care Uses								
Child Care Home - Large Family	A	A	A	A	A	A	A	

Child Care Home - Small Family	A	A	A	A	A	A	A	See 19.60.100 (Large and Small Family Child Day Care Facilities)
Day Care General - 15 or more children	—	—	—	—	—	—	—	
Agriculture and Animal-Related								
Animal Keeping	A	A	A	A	A	A	A	As regulated by Title 8 (Animals) of the Municipal Code
Horse Keeping	—	—	—	MUP	A	A	—	See 19.60.080 (Horse Keeping)
Horticulture - Private	A	A	A	A	A	A	A	
Other Uses								
Accessory Structures and Uses	A	A	A	A	A	A	A	See 19.60.020 (Accessory Uses)
Educational Institution - Private	CUP	CUP	CUP	CUP	CUP	CUP	CUP	
Golf Course, Country Club	CUP	CUP	CUP	CUP	CUP	CUP	CUP	
Home Occupations	A	A	A	A	A	A	A	See 19.60.070 (Home Occupations)
Places of Religious Assembly	CUP	CUP	CUP	CUP	CUP	CUP	CUP	See 19.60.140 (Places of Religious Assembly)
Recreational Vehicle Parking (Open/outdoor parking)	A	A	A	A	A	A	A	See 19.38.160 (Recreational Vehicle Parking in Residential Zones)
Temporary Uses	See Chapter 19.124 (Temporary Use Permits)							
Utilities	CUP	CUP	CUP	CUP	CUP	CUP	CUP	

C. Modify Table 2-3 (“Development Standards for Single-Family and Two-Family Residential Zones”) of Section 19.10.030 (“Development Standards”) of Chapter 19.10 (“Residential Zones”) of Article 2 (“Zones, Allowable Uses, and Development Standards”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

TABLE 2-3
DEVELOPMENT STANDARDS FOR SINGLE-FAMILY
AND TWO-FAMILY RESIDENTIAL ZONES

Development Feature (minimum unless otherwise indicated)	R-1 ²	R-1A ²	R-1B ¹	R-1D ₁	R-1E	R-1F ¹	R-2	Additional Requirements
Lot Area (sqft) ⁴	6,500	7,500	10,000	20,000	20,000	80,000	8,000	
Lot Width ⁴								
Interior Lot	60 ft	60 ft	70 ft	90 ft	90 ft	100 ft	60 ft	
Corner Lot	65 ft	65 ft	75 ft	95 ft	95 ft	120 ft	65 ft	
Lot Adjacent to Freeway or Railroad ROW	70 ft	0 ft	N/A	N/A	95 ft	N/A	70 ft	
Cul-de-sac Lot	35 ft	35 ft	40 ft	45 ft	45 ft	55 ft	35 ft	
Lot Depth ⁴								
When fronting on:								
Local Street	90 ft	90 ft	100 ft	135 ft	135 ft	200 ft	90 ft	
When fronting or backing:								
Major or Secondary Highway	110 ft	110 ft	110 ft	135 ft	135 ft	200 ft	110 ft	
When backing:								
Freeway or Railroad ROW	115 ft	115 ft	115 ft	135 ft	135 ft	200 ft	115 ft	
Setbacks ^{4,5}								
Front								
Public Street Private Street	20 ft	20 ft	20 ft	20 ft	20 ft	30 ft	20 ft	Front setback shall be consistent with the average setback along the same block, but in no

								circumstances shall be less than 20 ft in all zones except R-1F, where the minimum shall be 30 ft.
Side								
Interior	5 ft	5 ft	5 ft	8 ft	8 ft	15 ft	5 ft	See Section 19.10.040 (Multi-Story Setback)
Corner	10 ft	10 ft	10 ft	10 ft	10 ft	15 ft	10 ft	
Reverse Corner	15 ft	15 ft	15 ft	15 ft	15 ft	20 ft	15 ft	
Rear								
Single Story	10 ft	10 ft	10 ft	10 ft	10 ft	15 ft	10 ft	See Section 19.34.030.B (Accessory Structures)
Two Story	20 ft	20 ft	20 ft	20 ft	20 ft	20 ft	20 ft	
Abutting an Alley	25 ft	25 ft	25 ft	25 ft	25 ft	40 ft	25 ft	Measured from the opposite side of the alley
Lot Coverage (maximum) ^{4,5}	35% or 40% for single-story units on lots 8,000 sf or less	35% or 40% for single-story units on lots 8,000 sf or less	35%	35%	35%	12.5% for single-story units or 10% for two-story units	55%	See Section 19.10.030.D (Exceptions to Maximum Lot Coverage)
Height ⁵ (maximum)	35 ft or 2 stories, whichever is less	35 ft or 2 stories, whichever is less	35 ft or 2 stories, whichever is less	18 ft; 1 story	35 ft or 2 stories, whichever is less	35 ft or 2 stories, whichever is less	35 ft or 2 stories, whichever is less	See Section 19.32.040 (Height Measurement and Exceptions). See also Section 19.10.050 (R-1D Zone: Additional Standards).
Floor Area of Dwelling Unit ⁵	Minimum required floor area of dwelling units.							

Studio/Bachelor (sq ft)	1,000	1,000	1,000	1,400	1,400	1,400	600	All bedrooms require a functional closet space located in each bedroom.
1 Bedroom (sq ft)	1,000	1,000	1,000	1,400	1,400	1,400	750	
2 Bedrooms (sq ft)	1,200	1,200	1,200	1,600	1,600	1,600	950	
3 Bedrooms (sq ft)	1,400	1,400	1,400	1,800	1,800	1,800	1,250	
More than 3 Bedrooms (sq ft + sq ft per additional room [p.a.r.])	1,400 + 200 p.a.r.	1,400 + 200 p.a.r.	1,400 + 200 p.a.r.	1,800 + 225 p.a.r.	1,800 + 225 p.a.r.	1,800 + 225 p.a.r.	1,250 + 175 p.a.r.	

Notes:

1. Properties within the R-1F, R-1D, and R-1B zones shall be subject to additional hillside development standards set forth in Chapter 19.46 (Hillside Development Standards).
2. Properties within the R-1 and R-1A zones located north of Sunnydale Drive and Brookridge Road shall be subject to additional hillside development standards set forth in Chapter 19.46 (Hillside Development Standards).
3. See also Section 19.10.040 (Multi-Story Setback), Section 19.32.020 (Permitted Projections into Required Setback Areas), and Section 19.32.050 (Yards — Measurement and Requirements).

4. See also Section 19.88 (Urban Lot Splits).

5. See also Section 19.10.035 (Duplex Developments in Single-Family Residential Zones).

D. Modify Table 3-4 (“Off Street Parking Requirements-Residential Zones”) of Section 19.138.050 (“Off Street Parking Space Requirements”) of Chapter 19.38 (“Off Street Parking Regulations and Design”) of Article 3 (“Regulations Applicable to all Zones”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

TABLE 3-4
OFF-STREET PARKING REQUIREMENTS
RESIDENTIAL USES

Land Use	Parking Spaces Required
Single-Family Dwellings (Attached and Detached) and Two-Family Dwellings	2 per dwelling unit in a garage for units with up to 4 bedrooms; 3 per dwelling unit in a garage for units with 5 or more bedrooms. See also 19.38.050(I), <u>19.10.035, 19.88.</u>
Accessory Dwelling Unit	1 per accessory dwelling unit; a minimum of 2—3 enclosed parking spaces within a garage is required depending upon total number of bedrooms on the property (in association with primary unit).
Multi-Family Dwellings	2 per unit in a garage, plus overflow and guest parking as follows: 1 overflow parking space per each 4 units 1 guest parking space per each 4 units See also 19.38.050(F) and (I).
Mobile Home Parks	1 per mobile home space plus 1 for each mobile home space for guest parking; guest parking to be separate from mobile home spaces
Live/Work Units	2 spaces per unit in a garage plus customer parking as determined through the Conditional Use Permit.
Senior Housing (when restricted to age 62 and older)	1 space per 1-bedroom unit. 2 spaces for each 2-bedroom unit.
Conversions of Existing Covered Parking Spaces for Single-Unit Dwelling	2 per unit in garage
Large and Small Family Child Day Care Facilities	Spaces required for dwelling unit only, plus 1 per each permanent non-resident employee

E. Modify 19.38.100.B (“Drive and Drive Aisle Dimension”) of Section 19.38.100 (“Parking Space and Drive Aisle Dimension”) of Chapter 19.38 (“Off-Street Parking Regulations and Design”) of Article 3 (“Regulations Applicable to all Zones”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

Driveway and drive aisle dimension.

1. Driveway widths shall be a minimum of 10 feet and a maximum of 12 feet for one storage space.
2. Driveway width shall be a minimum of 12 feet and a maximum of 20 feet **for two to four storage spaces**; provided, however, that where the driveway provides access through a side yard to a rear garage, and if 12 feet in width are not available, the driveway shall be of the width available, but in no event less than 10 feet. This width may be reduced to nine feet clear in the R-1 and R-1A zones.

3. Driveway widths shall be a minimum of 16 feet and a maximum of 25 feet for five or more storage spaces, except that where the length of the driveway exceeds 125 feet, the minimum width for five or more storage spaces shall be 20 feet.
4. Where separate driveways are provided for ingress and egress, the minimum width for each shall be 12 feet and the maximum width for each shall be 20 feet, and the direction of travel shall be clearly indicated on the site by permanent identification.
5. All driveways shall be clear and unobstructed for a height of 12 feet above ground.
6. The width of the driveway shall be based upon the full potential use of the property based upon zoning at time of construction.
7. All driveways for private automobile storage spaces and the actual spaces shall be paved with **P**ortland cement concrete or approved equivalent at least three inches thick.
8. Driveways must lead to an approved off-street parking structure, garage or carport. Where driveways no longer lead to an off-street parking structure, garage or carport, the driveway approach, curb and gutter shall be replaced to the satisfaction of the City Engineer and the paved parking surface shall be replaced with landscaping. However, for properties that have an approved alley access to a garage, additional access from the front yard may be permitted when: the driveway provided leads to a side yard having a minimum width of nine feet; the driveway has a maximum width of 12 feet; and, there is no more than one front yard driveway.
9. The minimum separation distance of any two driveways on the same property shall be 20 feet.
10. All access shall be from a dedicated street or alley.
11. On sites with less than 80 feet of frontage, no more than two driveways shall be permitted. On sites with 80 feet or more of frontage, additional driveways may be approved through the Site Plan and Design Review process (Chapter 19.122).
12. The maximum distance between the outside edge on a driveway and the property line shall be five feet.
13. Drive aisles serving four or more parking spaces shall have the minimum dimension listed in Table 3-10.
- 14. Driveway widths associated with development of an Urban Lot Split are provided under Chapter 19.88.**

F. Modify Table 7-2 (“Review Authority for Site Plan and Design Review”) of Section 19.122.030 (“Review Authority”) of Chapter 19.122 (“Site Plan and Design Review”) of Article 7 (“Permit Processing Procedures”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

TABLE 7-2 REVIEW AUTHORITY FOR SITE PLAN AND DESIGN REVIEW	Review Level (1) (2)				
	Staff (3)	Director (4)	ARB	Commission	Council
RESIDENTIAL CONSTRUCTION ACTIVITIES (5)					
Residential New Construction					

1-Story Single-family and Two-family	—	<u>Decision</u>	Decision <u>Appeal</u>	Appeal	Appeal
2-Story Single-family and Two-family	—	<u>Decision</u>	Decision <u>Appeal</u>	Decision	Appeal
Multi-family (attached or detached)	—	—	Recommend	Decision	Appeal
Residential Additions, Modifications, and/or Accessory Structures					
R-1D zone < 250 sq. ft.		Decision	Appeal	Appeal	Appeal
R-1D zone > 250 sq. ft.	—	<u>Decision</u>	Decision <u>Appeal</u>	Appeal	Appeal
R-1 and R-2 zones (except R-1D) 1 st -story construction < 600 sq. ft.	Decision	Appeal	Appeal	Appeal	Appeal
R-1 and R-2 zones (except R-1D) 1 st -story construction > 600 sq. ft.	—	Decision	Appeal	Appeal	Appeal
R-1 and R-2 zones (except R-1D) 2 nd -story construction < 250 sq. ft.	—	Decision	Appeal	Appeal	Appeal
R-1 and R-2 zones (except R-1D) 2 nd -story construction between 250 sq. ft. and 600 sq. ft.	—	<u>Decision</u>	Decision <u>Appeal</u>	Appeal	Appeal
R-1 and R-2 zones (except R-1D) 2 nd -story construction > 600 sq. ft.	—	<u>Decision</u>	Recommend <u>Appeal</u>	Decision <u>Appeal</u>	Appeal
R-3 and R-4 zones construction including expansion of square footage (main building or accessory structures) or change in number of units	—	—	Decision	Appeal	Appeal
Other Residential Construction or Improvements (6)					
Facade or exterior improvements in the R-1 and R-2 zones	Decision	Appeal	Appeal	Appeal	Appeal

Facade or exterior improvements (inclusive of color changes) in the R-3 and R-4 zones	—	Decision	Appeal	Appeal	Appeal
Fences and walls (all)	Decision	Appeal	Appeal	Appeal	Appeal
Front yard porches	Decision	Appeal	Appeal	Appeal	Appeal
Pools and spas	Decision	Appeal	Appeal	Appeal	Appeal
Roof pitch changes	Decision	Appeal	Appeal	Appeal	Appeal
NONRESIDENTIAL CONSTRUCTION ACTIVITIES					
Nonresidential New Construction (including Accessory Structures)					
All new structures, except accessory structures and signs	—	—	Recommend	Decision	Appeal
Accessory structures	—	Decision	Appeal	Appeal	Appeal
Nonresidential Additions and Modifications					
Additions < 2500 sq. ft.	—	Recommend	Decision	Appeal	Appeal
Additions > 2500 sq. ft.	—	—	Recommend	Decision	Appeal
Other Nonresidential Construction					
Facade or exterior improvements (inclusive of color changes)	—	Decision	Appeal	Appeal	Appeal
Fences and walls (all)	Decision	Appeal	Appeal	Appeal	Appeal
Landscaping	—	Decision	Appeal	Appeal	Appeal
Restriping of parking lots	Decision	Appeal	Appeal	Appeal	Appeal
Roof pitch changes	Decision	Appeal	Appeal	Appeal	Appeal
SIGNS AND SIGN PROGRAMS					
Comprehensive Sign Programs	—	—	Decision	Appeal	Appeal
Signs (excluding freeway and monument signs) permanent and temporary	Decision	Appeal	Appeal	Appeal	Appeal
Freeway signs	—	—	Decision	Appeal	Appeal
Monument signs	—	Decision	Appeal	Appeal	Appeal
OTHER REVIEW					
Joint and Off-Site Parking Plans	—	Decision	Appeal	Appeal	Appeal
Open Space Plans	—	Decision	Appeal	Appeal	Appeal
Outdoor Dining < 800 sq. ft.	—	Decision	Appeal	Appeal	Appeal

Outdoor Dining > 800 sq. ft.	—	Recommend	Recommend	Decision	Appeal
Planned Development Permits	—	—	Recommend	Decision	Appeal
Specific Plans	—	—	Recommend	Recommend	Decision
Subdivisions/Condominiums	—	—	Recommend	Recommend	Decision

G. Modify 19.122.040.F.1-3 (“Public Hearing and Notice Provisions”) of Section 19.122.040 (“Application Filing, Processing and Review”) of Chapter 19.122 (“Site Plan and Design Review”) of Article 7 (“Permit Processing Procedures”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

Public hearing and notice provisions.

1. A public hearing shall not be required for any Site Plan and Design Review application, except when the Site Plan and Design Review application is accompanied by a companion quasi-judicial or legislative matter that would otherwise require a public hearing, and except for those items specified in Subparagraph 2., below; **and for projects considered under Section 19.10.035 (Duplex Developments in Single-Family Residential Zones), and/or Chapter 19.88 (Urban Lot Splits).**
2. Required notice for specified Site Plan and Design Review applications shall **apply** to ~~be as follows:~~
 - ~~a. For all single-family new construction structures or single-family second-story additions, notice shall be provided to all abutting residential property owners before the initial decision.~~
 - ~~b. For all non-single-family new construction structures or additions exceeding 500 square feet and when adjacent to a residential zone, notice shall be provided to all abutting residential property owners before the initial decision.~~
3. When a public hearing is required, notice of the hearing shall be given and the hearing shall be conducted in compliance with Chapter 19.146 (Public Notices and Hearings).

H. Modify “Dwellings” of 19.160.050 (“D” Definitions) of Chapter 19.160 (“Definitions”) of Article 9 (“Definitions”) to Title 19 (“Development Code”) of the City of Duarte Municipal Code as follows:

19.160.050 - "D" definitions.

Dwelling. A structure or portion thereof designed exclusively for permanent residential purposes, but not including hotels, motels, emergency shelters, or extended stay locations.

- Accessory Dwelling Unit. An attached or detached dwelling unit which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as an existing qualified primary dwelling unit is situated.
- Dwelling Unit. Any structure or portion thereof designed for living and sleeping purposes that contains independent cooking and sanitation facilities.

- Multi-Family Dwelling Unit. A structure or portion thereof containing three or more dwelling units designed for the independent occupancy of three or more households.
- Primary Dwelling Unit. An existing single-unit residential structure on a single lot with provisions for living, sleeping, eating, a single kitchen for cooking, and sanitation facilities, and occupied by one household.
- Single-Family Dwelling Unit. A detached structure containing no more than one dwelling unit which, regardless of form of ownership, is designed and/or used to house not more than one household, including all domestic employees for such household.
- Two-Family Dwelling (Duplex) Unit. ~~A building containing two complete dwelling units designed for the independent occupancy of two households.~~ **A development of two primary dwelling units (either attached or detached), or if there is already a primary dwelling unit on the lot, the development of a second primary dwelling unit on a legally subdivided lot.**
- See also "Manufactured Housing" and "Mobile Housing Unit."

I. Add "Urban Lot Splits" to Section 19.160.220 ("U" Definitions) of Chapter 19.160 ("Definitions") of Article 9 ("Definitions") to Title 19 ("Development Code") of the City of Duarte Municipal Code as follows:

19.160.220 - "U" definitions.

Unit. See "Dwelling."

Uninhabitable. A structure or property that is not appropriate for human occupancy, as defined by the Building Code.

Urban Lot Split. means a subdivision of an existing legal parcel in a single-family residential zone to create no more than two new parcels of approximately equal lot area, subject to the requirements of this section.

Urgent Care Facility. A public or private hospital-based or free-standing facility, that includes x-ray and laboratory equipment and a life support system, licensed or legally operating as an urgent care facility, primarily providing minor emergency and episodic medical care with one or more physicians, nurses, and x-ray technicians in attendance at all times when the facility is open.

Use. The purpose for which land or a structure is, arranged, designed, intended, maintained, or occupied.

- Accessory Use. A use customarily incidental to, related, and clearly subordinate to a legal primary use established on the same parcel, and which does not alter the primary use or serve property other than the parcel where the primary use is located.
- Allowed Use. A use of land identified by Article 2 (Zones, Allowable Uses, and Development Standards) as allowed or conditionally allowed that may be established with a land use permit, subject to compliance with all applicable provisions of Article 2.
- Compatible Use. A use that by its manner of operation, is suitable in the district in which it may generally be considered as a primary use or is reasonable given its proximity to

residential or other known sensitive uses. Said use of land and/or buildings shall be in harmony with the uses on the property as well as abutting properties.

- Conditional Use. A use permitted on a particular lot and within a zone only upon a finding that such use in a specified location will comply with all the conditions and standards for the location or operation of such use as specified in the Development Code and authorized by the Planning Commission and the granting of a valid permit.
- Conforming Use. A lawfully established use of property that operates in compliance with all applicable provisions of this Development Code.
- Nonconforming Use. Any use of land or activity that was lawfully established and in compliance with all applicable ordinances and laws at the time such use was initiated but which, due to subsequently enacted ordinances or laws, no longer complies with the applicable regulations and standards for the zone in which the use is located.
- Primary Use. The principal or predominant use of any lot, building, or structure.
- Secondary Use. Any use that is specifically allowed in the zone in which it is located but is subordinate to the primary use in terms of occupied structure area or lot area.
- Sensitive Use. Any kindergarten, elementary school, middle school, high school, public library, public park, religious institution, or youth-oriented establishment characterized by either or both of the following: (1) the establishment advertises in a manner that identifies the establishment as catering to or providing services primarily intended for minors; or (2) the individuals who regularly patronize, congregate or assemble at the establishment are predominantly minors.
- Temporary Use. A use of land that is designed, operated, and occupies a site for a limited period of time. See Chapter 19.124 (Temporary Use Permits) for a list of allowed temporary uses.

Utilities. All lines and facilities owned and/or operated by a licensed provider and related to the provision, distribution, collection, transmission, or disposal of water, storm drainage, sanitary sewage, oil, gas, electricity, information, telecommunications, telephone cable, and similar services. Includes facilities for the generation of electricity. Does not include "Communications Facilities" or "Wireless Telecommunications Facilities."

SECTION 5. The City Council finds and determines that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Government Code Sections 65852.21(j) and 66411.7(n), because proposed code amendments related to the implementation of Senate Bill 9 are not considered a "project" for purposes of CEQA and therefore do not require any environmental review under CEQA.

SECTION 6. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be published using the alternative summary and posting procedure authorized under Government Code Section 36933(c) by publishing the following:

SUMMARY OF ORDINANCE NO. 907

NOTICE IS HEREBY GIVEN that the Duarte City Council, at its regular meeting of February 22, 2022, introduced for first reading, Ordinance No. 907 which will adopt Municipal Code

Amendment 2022-01 modifying Chapters 19.10 (Residential Zones), 19.38 (Off-Street Parking Regulations and Design), 19.122 (Site Plan and Design Review), and 19.160 (Definitions); and adding Chapter 19.88 (Urban Lot Splits) in Article 5 (Subdivisions) within the Duarte Development Code thereby establishing definitions and regulations for urban lot splits and duplex developments in single-family residential zones to implement recently enacted state law.

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

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

SUMMARY OF ADOPTED ORDINANCE NO. 907

NOTICE IS HEREBY GIVEN that on _____, 2022, the City Council adopted Ordinance No. 907.

ORDINANCE NO. 907

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 2022-01 MODIFYING CHAPTERS 19.10 (RESIDENTIAL ZONES), 19.38 (OFF-STREET PARKING REGULATIONS AND DESIGN), 19.122 (SITE PLAN AND DESIGN REVIEW), AND 19.160 (DEFINITIONS); AND ADDING CHAPTER 19.88 (URBAN LOT SPLITS) IN ARTICLE 5 (SUBDIVISIONS) WITHIN THE DUARTE DEVELOPMENT CODE THEREBY ESTABLISHING DEFINITIONS AND REGULATIONS FOR URBAN LOT SPLITS AND DUPLEX DEVELOPMENTS IN SINGLE-FAMILY RESIDENTIAL ZONES TO IMPLEMENT RECENTLY ENACTED STATE LAW

I, ANNETTE JUAREZ, City Clerk of the City of Duarte, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 907 was duly passed and adopted at a regular meeting of the City Council held on _____, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

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

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

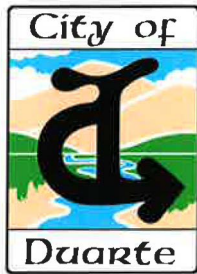
I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 907 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the ____ day of _____ 2022, by the following vote:

AYES:

NOES:

ABSENT:

City Clerk Annette Juarez
City of Duarte, California



AGENDA REPORT

MEETING DATE: February 22, 2022

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Fiscal Year 2021/22 Mid-Year Budget Report

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.

FISCAL IMPACT: The recommended budget amendments are detailed in Attachment 2 and summarized by fund as follows:

General Fund	\$273,300
Gas Tax Fund	\$8,400
Lighting Landscape Fund	\$59,500
PAEG Fund	\$55,000
Supplemental Law Enforcement Fund	\$61,400
Bicycle & Pedestrian Fund	\$28,200
AQMD Fund	\$18,300
Park Development Fund	\$36,000
Community Improvement Fund	\$594,600
Former RDA Affordable Housing Fund	\$8,600

BACKGROUND

Staff has completed the mid-year budget projections for the 2021/22 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.

For 2021/22, the City adopted a General Fund budget that included a surplus of \$446,200. At mid-year, staff is estimating that the General Fund will reflect a surplus of \$3,396,300, which will increase the unassigned reserves to \$18 million or 89% of the General Fund expenditures. There were several notable changes in revenue and expenditures that offset one another to result in this net change. For example, greatly improved performance of sales tax and building activity alone, increased revenues by more than \$2.4 million. On the other side of the coin, General Fund expenses are only anticipated to increase by 1% or \$274,000 over our original budget. These and other elements contributing to the changes in revenues and expenses are described in further detail in the narrative below.

DISCUSSION/ANALYSIS

Revenues:

At year-end, total General Fund revenues are projected to be \$23.5 million. This amount represents an increase of \$3.2 million as compared to the adopted budget. This increase was the result of several positive changes in revenue as discussed below.

Increased Sales Tax Revenue – Sales tax revenue in Duarte continues to outperform the initial projections prepared by HdL. The original projections prepared in April 2021 were \$6.2 million in the original Bradley Burns sales tax revenue and \$3.2 million for the new Measure D Transaction Tax revenue. Based on HdL's most recent update in January 2022, these are now projected to come in at \$6.6 million and \$3.9 million respectively. This is largely due to exceptional growth in our share of the County Pool, strong performance by restaurants and continued stability in auto sales.

Increased Building Permit, Engineering and Plan Check Fees – Together these three revenue categories have increased by more than \$1.7 million over the original budget estimates. New construction on the campus of City of Hope continues to outpace projections and phase 2 of the MBK project, Solana, is expected to pull permits by the end of the fiscal year.

1001 Las Lomas Cost Recovery Fees – After several years of code enforcement actions and legal proceedings the property at 1001 Las Lomas has finally turned the corner and litigation is complete. In the end, the property is under new ownership, being repaired and improved and the City received \$300,000 in court ordered cost recovery for staff time and legal fees.

Expenditures:

At year-end, total General Fund expenditures are projected to be \$20.1 million. This amount represents an increase of 1% or \$273,500, as compared to the adopted budget. This is the result of both increases and decreases in many of our expenses. Many changes were items already approved by Council in recent months since the budget adoption. A discussion of a few key items are highlighted below.

Legal Services – The legal services budget needs to be increased by \$41,000 for a contract with Donahue and Company for appraisal services for the Highland Avenue Promenade project that was approved by City Council on February 8th and by \$120,000 to account for recent litigation cases that the City is defending itself against.

Building Inspection Services – The City's contract with Charles Abbott Associates is based on a percentage of the building permit fees that the City receives. As a result, with the substantial increase in building permit activity and revenue, the expenses for this contract need to be increased accordingly. We are estimating an increase of \$353,000 will be needed to finish out the work for the remainder of the fiscal year.

COH Traffic Signal Costs – Transferring the costs related to the Traffic Signal Improvements at Buena Vista, Central and Evergreen to the Community Improvement Fund will reduce General Fund expenses by \$300,000. Special designated funds paid by City of Hope as part of the building

and development process were set aside in the Community Improvement Fund and can be used to pay for these improvements.

Fitness Center Supervisor Vacancy – In several Departments, temporary vacancies have reduced costs. This was particularly true in Parks and Recreation, where the Fitness Center Supervisor position was vacant for several months. As a result, the Fitness Center salaries budget will be reduced by \$113,400 from the original budget.

America's Promise Program – With the transition of the administration of the America's Promise program to the Foothill Unity Center, General Fund expenses have been reduced by \$123,000.

City Hall Improvements – The City Hall ADA restroom project was delayed from fiscal year 2020/21 and a contract for \$82,000 was recently awarded by City Council in October 2021. However, we anticipate that the City Hall exterior paint and fascia project will be delayed until next fiscal year, resulting in a reduction to General Fund expenses of \$120,000.

In addition to the General Fund, the City maintains 21 other capital, debt service, and special revenue funds. For the most part, it is projected at mid-year that the Other City Funds will reflect conditions at year-end that are not significantly different than those planned for when the budget was adopted. However, a few with notable variances are discussed below.

Lighting and Landscape Fund – The Citywide Landscape District is expected to have a \$36,000 increase in expenses due to additional landscape and water costs. This will result in an increase in the General Fund subsidy of the Citywide Landscape District. The Neighborhood Lighting and Landscape Districts are expected to spend \$23,500 more than projected due to increased water, gas and brush clearance costs. Please note that the Neighborhood Districts will bear these increased costs from their individual Neighborhood district fund balances and as a result, this will not impact the General Fund.

Supplemental Law Enforcement Fund – The City was fortunate to have received \$61,400 in additional SLEF this fiscal year. As a result, we are increasing the revenues and expenditures in this fund to pay for our Sheriff's Contract expenses.

Bicycle and Pedestrian (TDA) Fund – The City will be completing the FY 21-22 Street Rehabilitation and Concrete Repair Projects in the next few months. The City will be drawing down a total of \$44,100 in accumulated TDA funds to supplement these projects with qualified sidewalk improvements.

AQMD Fund – As the City moves into its third year of its Vehicle Replacement and Maintenance Program, we have received and put into service 13 new vehicles. Three of these are hybrid vehicles and qualify for AQMD funding. While the amount to be expended this year from the AQMD fund is only \$18,300, as our leased fleet grows, we hope to continue to incorporate hybrid and electric vehicles and increase the use of AQMD funds for this purpose.

Park Development Fund – The City was awarded a Prop 68 planning grant for \$117,000 in October 2021 to be used for a trail assessment of Fish Canyon Trail by Nature for All consultants. We

anticipate using up to \$36,000 of this grant before the end of the fiscal year for consultant services and therefore have increased the expenses in this fund accordingly.

Community Improvement Fund – This fund is used to account for special revenues that are designated for specific uses and project expenses. For example, in January 2022, City Council authorized the expenditure of \$262,600 in ARPA funds for the South Yard fencing project and so we have increased the revenues and expenses in the Community Improvement fund accordingly. We are also planning to spend funds that were paid in December 2021 by the MBK developers for the Huntington & Highland traffic signal project. Finally, a portion of the ATP grant funds will be spent on the Urban Arena contract that Council recently approved in October 2021.

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.

FISCAL IMPACT

The recommended budget amendments are detailed in Attachment 2 and summarized by fund as follows:

General Fund	\$273,300
Gas Tax Fund	\$8,400
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Park Development Fund	\$36,000
Community Improvement Fund	\$594,600
Former RDA Affordable Housing Fund	\$8,600

ATTACHMENTS

Attachment 1 – Mid-Year Budget 2021/22

Attachment 2 – Mid-Year Proposed Budget Amendments

Attachment 1
MID-YEAR BUDGET 2021-22

	FY 2021-22 Adopted Budget	Proposed Amendments	FY 2021-22 Amended Budget	FY 2021-22 Est Actual
GENERAL FUND				
Revenues:				
Property tax	2,420,000		2,420,000	2,520,000
Sales tax	9,397,000		9,397,000	10,500,000
Franchise tax	1,081,500		1,081,500	1,160,000
Business license tax	307,000		307,000	307,000
Other taxes	212,400		212,400	238,000
Building permits	1,200,000		1,200,000	2,500,000
Other licenses & permits	282,800		282,800	356,500
Interest	34,900		34,900	14,600
Other uses of money & property	220,400		220,400	239,700
Motor vehicle in lieu fees	2,513,800		2,513,800	2,562,000
Other intergovernmental	571,100		571,100	496,600
Recreation fees	209,900		209,900	220,600
Other service charges	635,000		635,000	935,900
Fines & forfeitures	265,000		265,000	590,000
Miscellaneous revenues	152,400		152,400	102,500
Reimbursements from other funds	781,400	-	781,400	764,800
Total Revenues	20,284,600	-	20,284,600	23,508,200
Expenditures:				
City council	168,200	17,400	185,600	185,600
City manager	740,200	58,300	798,500	798,500
Legal services	360,000	171,000	531,000	531,000
Com. Promotions & memberships	495,000	26,500	521,500	521,600
Public safety	6,695,300	(5,900)	6,689,400	6,689,400
Community development	2,948,500	53,000	3,001,500	3,003,100
Field services	868,600	31,800	900,400	898,900
Parks and recreation	1,748,200	(314,400)	1,433,800	1,434,000
Facilities maintenance	1,007,900	127,100	1,135,000	1,135,000
Administrative services	4,084,400	26,000	4,110,400	4,110,600
Transfers out to other funds	722,100	82,500	804,600	804,200
Total Expenditures	19,838,400	273,300	20,111,700	20,111,900
Revenues Over (Under) Expenditures	446,200	(273,300)	172,900	3,396,300
Beginning Fund Balance	19,734,107			19,734,107
Estimated Ending Fund Balance	20,180,307			23,130,407
Nonspendable-Land Held for Resale				2,738,698
Restricted - Development Projects				2,101,690
Restricted - Infrastructure Modernization				-
Restricted - storm drain				93,704
Restricted- pensions				119,353

Committed - Vehicle Replacement
Unassigned

69,095
18,007,867

STATE GASOLINE TAX

Revenues:

Interest	7,100	7,100	3,000
Gasoline tax	523,900	523,900	562,200
Total Revenues	531,000	531,000	565,200

Expenditures:

Miscellaneous projects	918,000	7,000	925,000	925,000
Reimbursement to General Fund	183,600	1,400	185,000	185,000
Total Expenditures	1,101,600	8,400	1,110,000	1,110,000

Revenues Over (Under) Expenditures	(570,600)	(8,400)	(579,000)	(544,800)
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Beginning Fund Balance	2,095,465		2,095,465
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Ending Fund Balance	1,524,865		1,550,665
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SB1/RMRA

Revenues:

Interest	1,300	1,300	600
RMRA	416,300	416,300	444,400
Total Revenues	417,600	417,600	445,000

Expenditures:

Street Improvements	-	-	-
Other Capital Improvements	300,000	300,000	300,000
Reimbursement to General Fund	60,000	60,000	60,000
Total Expenditures	360,000	360,000	360,000

Revenues Over (Under) Expenditures	57,600	57,600	85,000
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Beginning Fund Balance	546,342		546,342
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Ending Fund Balance	603,942		631,342
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LIGHTING AND LANDSCAPE

Revenues:

Transfers in - general fund	498,800	498,800	534,800
Assessments & other	977,700	977,700	986,500
Total Revenues	1,476,500	1,476,500	1,521,300

Expenditures:				
City-wide lighting	371,900		371,900	371,900
City-wide landscape	825,100	36,000	861,100	861,100
Landscape zones	339,800	23,500	363,300	363,300
Total Expenditures	1,536,800	59,500	1,596,300	1,596,300
Revenues Over (Under) Expenditures	(60,300)	(59,500)	(119,800)	(75,000)
Beginning Fund Balance	105,278			105,278
Ending Fund Balance	44,978			30,278

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	500,000		500,000	500,000
Total Revenues	500,000		500,000	500,000
Expenditures:				
Street Improvements	-		-	-
ADA Improvements	500,000		500,000	500,000
Other	-		-	-
Total Expenditures	500,000		500,000	500,000
Revenues Over (Under) Expenditures	-		-	-
Beginning Fund Balance	-			-
Ending Fund Balance	-			-

PAEG FEES

Revenues:				
Interest Earnings	100		100	-
Fees	34,700		34,700	33,000
Total Revenues	34,800		34,800	33,000
Expenditures:				
Other Expenses	-	55,000	55,000	55,000
Total Expenditures	-	55,000	55,000	55,000
Revenues Over (Under) Expenditures	34,800	(55,000)	(20,200)	(22,000)
Beginning Fund Balance	36,139			36,139
Ending Fund Balance	70,939			14,139

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:

Interest	200		200	100
Entitlement	160,000	61,200	221,200	221,300
Total Revenues	160,200	61,200	221,400	221,400

Expenditures:

Special events patrol	20,000		20,000	20,000
Contract law enforcement	140,000	61,400	201,400	201,400
Total Expenditures	160,000	61,400	221,400	221,400

Revenues Over (Under) Expenditures	200	(200)	-	-
Beginning Fund Balance	-			-
Ending Fund Balance	200			-

BICYCLE & PEDESTRIAN SAFETY

Revenues:

Interest	-		-	-
Entitlement	15,900	28,200	44,100	44,100
Total Revenues	15,900		44,100	44,100

Expenditures:

Sidewalk improvements	15,900	28,200	44,100	44,100
Total Expenditures	15,900		44,100	44,100

Revenues Over (Under) Expenditures	-		-	-
Beginning Fund Balance	-			-
Ending Fund Balance	-			-

AIR QUALITY MANAGEMENT

Revenues:

Interest	400		400	-
Entitlement & Other	30,000		30,000	28,000
Total Revenues	30,400	-	30,400	28,000

Expenditures:

Vehicles	-	18,300	18,300	18,300
Other	-		-	-
Reimbursement to General Fund	-		-	-
Total Expenditures	-	18,300	18,300	18,300

Revenues Over (Under) Expenditures	30,400	(18,300)	12,100	9,700
Beginning Fund Balance	<u>130,152</u>			<u>130,152</u>
Ending Fund Balance	160,552			139,852

PARK DEVELOPMENT FUND

Revenues:

Interest	-		-	-
Grant Program Rev	216,900	36,000	252,900	252,900
Total Revenues	216,900		252,900	252,900

Expenditures:

Capital Improvements	211,900		211,900	211,900
Other	5,000	36,000	41,000	41,000
Total Expenditures	216,900		252,900	252,900

Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	<u>-</u>			<u>-</u>
Ending Fund Balance	-			-

QUIMBY ACT

Revenues:

Interest	200		200	100
Assessments	-		-	-
Total Revenues	200		200	100

Expenditures:

Park improvements	-		-	-
Total Expenditures	-		-	-

Revenues Over (Under) Expenditures	200			100
Beginning Fund Balance	<u>67,533</u>			<u>67,533</u>
Ending Fund Balance	67,733			67,633

TRANSPORTATION - PROPOSITION A

Revenues:

Interest	4,600		4,600	1,900
Entitlement	437,700		437,700	437,700
Other Revenue	-		-	-
NTD Entitlement	-		-	38,000

Transfers In	-	-	-
Total Revenues	442,300	-	442,300
Expenditures:			
Reimbursement - General Fund	48,800	48,800	47,000
Transit services	488,400	488,400	469,700
Total Expenditures	537,200	-	516,700
Revenues Over (Under) Expenditures	(94,900)	-	(39,100)
Beginning Fund Balance	825,277		825,277
Ending Fund Balance	730,377		786,177

TRANSPORTATION - PROPOSITION C

Revenues:			
Interest	1,200	1,200	500
Entitlement	363,000	363,000	363,000
Total Revenues	364,200	-	363,500
Expenditures:			
Reimbursement - General Fund	40,000	40,000	39,000
Transit services	400,100	400,100	389,800
Total Expenditures	440,100	-	428,800
Revenues Over (Under) Expenditures	(75,900)	-	(65,300)
Beginning Fund Balance	182,526		182,526
Ending Fund Balance	106,626		117,226

MEASURE R LOCAL RETURN

Revenues:			
Interest	4,400	4,400	1,800
Entitlement	272,300	272,300	272,300
Total Revenues	276,700	-	274,100
Expenditures:			
Reimbursements	90,000	90,000	80,600
Capital Improvements	450,000	450,000	403,000
Total Expenditures	540,000	-	483,600
Revenues Over (Under) Expenditures	(263,300)	-	(209,500)
Beginning Fund Balance	1,071,493		1,071,493

Ending Fund Balance	808,193	861,993
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MEASURE M LOCAL RETURN

Revenues:			
Interest	1,300	1,300	500
Entitlement	308,600	308,600	308,600
Total Revenues	309,900	309,900	309,100
Expenditures:			
Reimbursements	15,800	15,800	9,700
Capital Improvements	79,000	79,000	48,500
Total Expenditures	94,800	94,800	58,200
Revenues Over (Under) Expenditures	215,100	215,100	250,900
Beginning Fund Balance	339,987		339,987
Ending Fund Balance	555,087		590,887

MEASURE W FUND

Revenues:			
Interest	-	-	-
Entitlement	250,000	250,000	250,000
Total Revenues	250,000	250,000	250,000
Expenditures:			
Reimbursements	-	-	-
Other Expenses	-	-	14,000
Capital Improvements	238,000	238,000	100,000
Total Expenditures	238,000	238,000	114,000
Revenues Over (Under) Expenditures	12,000	12,000	136,000
Beginning Fund Balance	50,454		50,454
Ending Fund Balance	62,454		186,454

TOWN CENTER DEBT SERVICE

Revenues:			
Interest	-	-	-
Transfers in	-	-	-
Total Revenues	-	-	-
Expenditures:			

Interest expense	6,600	6,600	3,700
Principal payment	144,400	144,400	147,300
Other	1,700	1,700	1,700
Total Expenditures	152,700	152,700	152,700
Revenues Over (Under) Expenditures	(152,700)	(152,700)	(152,700)
Beginning Fund Balance	262,101		262,101
Ending Fund Balance	109,401		109,401

INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND

Revenues:

Interest	-	-	-
Transfers in	223,300	223,300	220,900
Total Revenues	223,300	223,300	220,900

Expenditures:

Interest expense	62,800	62,800	62,800
Principal payment	158,000	158,000	158,000
Other	1,700	1,700	-
Total Expenditures	222,500	222,500	220,800

Revenues Over (Under) Expenditures	800	800	100
Beginning Fund Balance	1,195		1,195
Ending Fund Balance	1,995		1,295

INCLUSIONARY HOUSING

Revenues:

Interest	1,900	1,900	800
Assesments	-	-	-
Total Revenues	1,900	1,900	800

Expenditures:

Other expenses	-	-	-
Total Expenditures	-	-	-

Revenues Over (Under) Expenditures	1,900		800
Beginning Fund Balance	527,716		527,716
Ending Fund Balance	529,616		528,516

COMMUNITY IMPROVEMENT

Revenues:

Interest	1,400		1,400	600
Grant Revenue	648,300	509,600	1,157,900	1,157,900
Other Revenue	-	319,000	319,000	319,000
Transfer In	-	48,500	48,500	48,500
Total Revenues	649,700	877,100	1,526,800	1,526,000

Expenditures:

Other Capital Improvements	234,000	497,600	731,600	1,379,600
Professional Services	648,000	97,000	745,000	97,000
Total Expenditures	882,000	594,600	1,476,600	1,476,600

Revenues Over (Under) Expenditures	(232,300)	282,500	50,200	49,400
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Beginning Fund Balance	776,404			776,404
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Ending Fund Balance	544,104			825,804
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HOUSING AUTHORITY

Revenues:

Interest	4,500		4,500	1,900
Transfer In Affordable Housing	-		-	-
Gain on Sale of Land	-		-	-
Other Revenue	-		-	-
Total Revenues	4,500		4,500	1,900

Expenditures:

Meeting Stipends	5,300		5,300	5,600
Professional Services	40,000		40,000	38,700
Legal Counsel	-		-	1,000
Other	10,000		10,000	10,000
Total Expenditures	55,300		55,300	55,300

Revenues Over (Under) Expenditures	(50,800)			(53,400)
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Beginning Fund Balance	2,019,657			2,019,657
Adjustment				

Ending Fund Balance	1,968,857			1,966,257
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FORMER RDA AFFORDABLE HOUSING AUTHORITY

Revenues:

Interest	16,200		16,200	6,900
Transfer In Affordable Housing	-		-	-

Gain on Sale of Land	-	-	-
Other Revenue	-	-	-
Total Revenues	16,200	16,200	6,900
Expenditures:			
Meeting Stipends	-	-	-
Professional Services	-	8,600	8,600
Legal Counsel	-	-	-
Other	-	-	-
Total Expenditures	-	8,600	8,600
Revenues Over (Under) Expenditures	16,200		(1,700)
Beginning Fund Balance	4,055,055		4,055,055
Adjustment			
Ending Fund Balance	4,071,255		4,053,355

Attachment 2
PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2021-22

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GENERAL FUND			
City Council			
Increase to Healthcare costs due to new rates and enrollee changes	1005-7071		15,000
Increase to Dental costs due to enrollee changes	1005-7078		1,700
Increase due to new Councilmember	1005-7640		3,500
Decrease due to prior Councilmember	1005-7649		(2,800)
City Manager			
Increase in Salary due to MOU (approved 6/21)	1010-7002		32,100
Increase in Part Time Salary due to City Clerk vacancy	1010-7003		13,200
Increase for State of City, CC meals, legislative visit recep	1010-7980		13,000
Legal Services			
Increase due to 1307 Bloomdale and 2043 Citrusview cases	1015-7684		10,000
Increase in Rates due to Land Value Holdings case	1015-7686		120,000
Increase due to Donahue contract for Measure M project	1015-7686		41,000
Community Promotions			
Increase to repair Duarte Historical Museum roof	1020-7713		6,000
Increase for cost to setup, tear down and store Holiday Décor	1020-7716		25,000
Increase due to one time cost of new Xmas Tree	1020-7716		19,000
Decrease due to Spring contracts only for DCTV & Foothill Media	1020-7720		(32,000)
Increase to Website for Granicus contract (approved 7/21)	1020-7720		5,000
Memberships			
Increase for LARA membership (used to be paid in Waste Mgt acct)	1025-7707		3,500
Public Safety			
Decrease due to vacancies in Part Time staff	1205-7003		(5,900)
Community Development			
Increase due to increased building permit revenue/services	1405-7800		353,000
Decrease due to moving COH signal costs to Community Imp fund	1405-8100		(300,000)
Field Services			
Increase in Salary costs due to MOU (approved 6/21)	1410-7002		7,500
Increase in Overtime due to windstorm 1/22/22	1410-7030		5,000
Increase in Healthcare costs due to MOU (approved 6/21)	1410-7071		4,300
Increase due to drastic incline in graffiti removal services	1410-7814		15,000
Parks and Recreation			
Decrease due to reduced Playground programming due to COVID	1605-7010		(46,000)
Decrease in Fitness Ctr salaries due to Supervisor vacancy	1605-7011		(113,400)
Decrease in Healthcare costs due to vacancy	1605-7071		(22,000)
Decrease in retirement costs due to vacancy	1605-7072		(10,000)
Decrease due to transfer of Promise program to Foothill Unity	1605-7728		(123,000)

Facilities Maintenance		
Increase in Pool Chemicals due to year round program	1610-7616	11,000
Increase in Building Supplies due to pool equip & CH cameras	1610-7618	18,000
Increase in Bldg Maint due to Pool Maint contract, fence repairs	1610-7652	52,000
Increase due to temporary Security Service at S.Yard	1610-7660	53,000
Increase in Water costs due to year round pool program	1610-7838	9,100
Increase in Gas costs due to year round pool program	1610-7853	12,000
Decrease due to delay in CH paint and fascia project	1610-8100	(120,000)
Increase due to Syard bldg roof repair	1610-8100	10,000
Increase due to City Hall Restroom ADA contract (approved 10/21)	1610-8100	82,000
Finance		
Decrease in part time staff due to vacancy	1805-7003	(11,000)
Personnel		
Increase in overtime due to 24/7 COVID tracing, reporting, etc.	1810-7030	1,000
Information Technology		
Increase in cost of CH bandwidth	1815-7821	3,000
Risk Management		
Increase in damage to City Property (street lite/signal accidents)	1820-7771	12,000
General Services		
Decrease in cost of Equipment Maintenance	1825-7631	(6,000)
Increase due to Regional Food Recovery Program (approved 11/21)	1825-7687	38,000
Increase for hiring a SB 1383 consultant	1825-7687	20,000
Vehicle Replacement		
Decrease due to delayed delivery of vehicles due to COVID	1830-8100	(31,000)
Transfers Out		
Increase due to higher costs in Citywide Light Landscape Dist	1905-9020	34,000
Increase for ATP project costs that were not grant reimburseable	1905-9060	48,500
		-
General Fund Net Change	(273,300)	273,300
GAS TAX FUND		
Increase due to Highland Prom project delayed from 20/21	2205-8100	57,000
Increase in 20% Admin reimb to Gen Fund	2225-8610	1,400
Decrease due to delay in Huntington Traffic Study	2215-8100	(50,000)
		-
Gas Tax Fund Net Change	(8,400)	8,400
LIGHTING AND LANDSCAPE FUND		
Increase due to higher Citywide landscape costs	2410-7662	14,000
Increase due to higher Citywide Water costs	2410-7844	22,000
Increase due to higher Water costs in Encanto Pkwy	2422-7835	1,300
Increased Hearthstone Water costs adopted in LLD 7/21	2425-7835	3,200
Increased Hearthstone brush clearance costs adopted in LLD 7/21	2425-7913	10,000

Increase due to higher Water costs in Rancho Verde	2427-7835	6,000	
Increase due to higher Gas costs in Mesa	2430-7850	3,000	
		-	59,500
Lighting and Landscape Fund Net Change	(59,500)		
PAEG FUND			
Increase for cablecasting equipment repair approved 2/21	2705-8100	50,000	
Increase for additional Council meeting dais monitors	2705-8100	5,000	
		-	55,000
PAEG Fund Net Change	(55,000)		
SUPPLEMENTAL LAW ENFORCEMENT FUND			
Increase in revenue	290-4605	61,200	
Increase in offset of contract law enforcement expenses	2905-7781	61,400	
		61,200	61,400
Supplemental Law Enforcement Fund Net Change	(200)		
BICYCLE & PEDESTRIAN FUND			
Increase by drawing down from TDA funds for project	300-4612	28,200	
Increase in costs to offset sidewalk improvements	3005-8060	28,200	
		28,200	28,200
Bicycle & Pedestrian Fund Net Change	-		
AQMD FUND			
Increase in expenses to use AQMD funds towards leased vehicles	3205-8013	18,300	
		-	18,300
AQMD Fund Net Change	(18,300)		
PARK DEVELOPMENT FUND			
Increase in revenue due to new Fish Cyn Trail grant	400-4611	36,000	
Increase in expenses for Nature for All to conduct trail assessment	4005-7965	36,000	
		36,000	36,000
Park Development Fund Net Change	-		
COMMUNITY IMPROVEMENT FUND			
Increase in revenue for use of ARPA funds (approved 1/22)	620-4503	262,600	
Increase in revenue due to ATP grant	620-4613	247,000	
Increase in revenue due to MBK & COH funds	620-5004	319,000	
Increase in GF transfer in for unqualified ATP expenses	620-6901	48,500	
Increase in expenses for Hunt/Highland traffic signal (MBK funds)	6210-8100	85,000	
Increase in expenses for ATP Urban Arena contract (approved 10/21)	6220-7965	97,000	
Increase in expenses for ATP PS&E	6220-7980	150,000	
Increase in expenses for South Yard fence (approved 1/22)	6220-8100	262,600	
		877,100	594,600
Community Improvement Fund Net Change	282,500		
FORMER RDA AFFORDABLE HOUSING AUTHORITY FUND			
Increase for SB 341 required report	6815-7965	8,600	
		-	8,600
Former RDA Affordable Housing Authority Net Change	(8,600)		