

MEMORANDUM

TO: City Council
FROM: Interim City Manager
DATE: February 5, 2020
SUBJECT: Comments on Agenda Items, Meeting of February 11, 2020

ITEM 3.B. City Council will be meeting in closed session regarding an existing rate case filed by California American Water Company with the California Public Utilities Commission, Application No. 19-07-004

ITEM 3.C. City Council will be meeting in closed session regarding *The Cities of Duarte and Huntington Park v. State Water Resources Control Board*, Case No. 30-2016-00833614-CU-WM-CJC.

ITEM 8.A. The Mayor's Youth Council will provide City Council with an update.

ITEM 8.B. City Council will recognize employees and commissioner with ten, fifteen and thirty-five years of service. Those include:

Marilyn Mays- 10 years
Christine Frye- 10 years
Kelly Barnes- 15 years
Lamberto Flores- 15 years
Susie Ledesma- 15 years
Peggy Diamond- 35 years
Pam Romero- 35 years
Barbie Bylsma-Houghton- 35 years

ITEM 12. D. (Consent) Staff is recommending that City Council adopt Resolution 20-R-02, which designates Ms. Thai Viet Phan of Rutan & Tucker as Assistant City Attorney to replace Alisha Patterson.

ITEM 14.A. This item for City Council consideration is an agreement with Pyro Spectaculars in the amount of \$23,000 for the City's second Independence Day Celebration and Fireworks Show on July 3, 2020. If approved, the agreement would include a 20-minute fireworks display that would start at 9:00 p.m., and launch from Duarte Sports Park-lower baseball fields. The public would again convene on the upper baseball fields in the park to view the fireworks "Sky Concert." Also included in the agreement cost is music production/choreography, licensed pyrotechnic operation and specialized crew, electronic firing system, insurance, and assistance with related fireworks permits.

ITEM 14.B. This item for City Council consideration and approval is the employment agreement between the City of Duarte and Mr. Daniel Jordan, to serve as City Manager for the City of Duarte. Based on direction given by City Council to the City Attorney at a preceding City Council meeting, the City Attorney initiated contract negotiations with Mr. Jordan, which have resulted to the contract proposed for approval this evening. Mr. Jordan's annual salary will be \$210,000.00, subject to COLA increases afforded all other employees. He will be eligible for the same benefit package as

same benefit package as other managerial employees at the City. In lieu of providing an automobile, Mr. Jordan will be paid a \$500.00 monthly automobile allowance. Mr. Jordan's vacation will be 120 hours (3 weeks), with one half accruing immediately upon assuming office, and the other half accruing six (6) months later. He will also be given sixty (60) hours (1.5 weeks) of Administrative Leave annually, which is consistent with the benefits given to other department heads in the City.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Manuel Enriquez', with a small dot to the right.

Manuel Enriquez
Interim City Manager

MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – JANUARY 28, 2020

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Kang called the meeting to order at 5:08 p.m.
RECORDATION OF ATTENDANCE	Mayor Pro Tem Urias was not present for the Closed Session; however, he participated via teleconferencing from the publicly accessible location listed on the Agenda during the regular meeting. It was noted the public will have an opportunity to address the City Council from that location, and all votes taken at the meeting will be by roll call vote. The following were in attendance: PRESENT: Fasana, Finlay, Lewis, Paras-Caracci Reilly, Urias (by teleconference at 7:01 p.m.), Kang ABSENT: None ADMINISTRATIVE STAFF PRESENT: Interim Successor City Manager Enriquez, City Attorney Cosgrove
ADOPTION OF AGENDA	Finlay moved, Reilly seconded to adopt the Agenda, as amended to also adjourn in memory of Kobe and Gianna Bryant, John, Keri, and Alyssa Altobelli, Sarah and Payton Chester, Christina Mauser, Ara Zobayan, and Mike Acosta, and carried unanimously by those present.
CLOSED SESSION Public Employee Appointment City Manager	Lino Paras stated he has been lobbying for an in-house person to become City Manager, there is a structural deficit, and the new City Manager should not be paid more than \$200,000 per year. City Attorney Cosgrove announced the Closed Session was pursuant to Government Code Section 54957(b), Public Employee Appointment–City Manager. The Closed Session concluded at 5:56 p.m. City Council reconvened at 7:01 p.m., with six members present, and Urias present by teleconference.
PLEDGE TO THE FLAG	Mr. Michelle Wright led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	Reilly provided a moment of reflection.
FITNESS/MENTAL WARM-UP	Fasana and Finlay provided the warm-up.
PUBLIC REPORT OF CLOSED SESSION ITEM	City Attorney Cosgrove announced that City Council met in Closed Session as stated above, with no reportable action taken. The City Attorney was directed to initiate negotiations with a single selected candidate, the name is not being disclosed at this

	time, and it is anticipated that the contract will be on the next regularly scheduled City Council Meeting.
SPECIAL ITEM Public Safety update	Brian Villalobos presented the monthly Public Safety update, including current crime stats, crime trends, and homeless count/outreach. Fasana requested a report back about which of our traffic signals accommodate sight-impaired, which do not, and what challenges there may be.
ANNOUNCEMENTS	Bob Cruz, Duarte Chamber, announced upcoming Chamber events in February, and Taste of Duarte on May 6. Michelle Wright, MAD Town Council, announced Choose 2 Live event on March 21 at Library Park in Monrovia. Joanna Gee, Duarte Library, announced upcoming programs, story times, events, and classes in February. Karen Herrera announced community events, activities, programs, and celebrations in February.
ORAL COMMUNICATIONS	The following spoke on items not on the Agenda. Charles Gerard – Motorhome parking, park maintenance. Mark Montgomery – Kobe Bryant.
CONSENT CALENDAR	Fasana moved, Paras-Caracci moved seconded to add attendance at the Portantino Luncheon Meeting on February 7 in Monrovia (\$50 per ticket), to Item N of the Consent Calendar, and to approve the Consent Calendar as follows, and carried unanimously by those present, and Urias by teleconference. Approve Items A, B, C, E, F, I, K, N. Remove Items D, G, H, L. Receive and File Items J, M.
ITEM E – RESOLUTION 20-01 Tobacco Law Enforcement Grant	Council Bill 20-R-01 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ACCEPTING GRANT FUNDS IN THE AMOUNT \$176,712 FROM THE STATE OF CALIFORNIA DEPARTMENT OF JUSTICE, OFFICE OF ATTORNEY GENERAL, THE TOBACCO LAW ENFORCEMENT GRANT PROGRAM, DURING FY 19-20, FY 20-21, FY 21-22, AND FY 22-23
ITEM REMOVED – Item D Pool Agreement – DUSD Item D – APPROVED	Enriquez answered questions from Councilmembers pertaining to the Agreement. Reilly moved, Fasana seconded to approve the agreement between the City of Duarte and Duarte Unified School District for use of the City-owned Fitness Center Pool for the Spring 2020 Swim Team season, and to authorize the Interim Successor City Manager to execute the agreement, and carried unanimously by those present, and Urias by teleconference.
Item G – Notice of Completion Remove Architectural Barriers	Amanda Hamilton answered questions from Councilmembers about the budget amendment for the project.

ITEM G – APPROVED

Reilly moved, Kang seconded to accept Removal of Architectural Barriers for ADA improvements FY 2019/20 (Gentry Brothers, Inc.), to approve a budget amendment in the amount of \$3,571, and to authorize the City Clerk to initiate the Notice of Completion, and carried unanimously by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang
NOES: None

Item H – Notice of Completion
Roof for Senior Center Building

Amanda Hamilton answered questions from Councilmembers about the budget amendment for the project.

ITEM H – APPROVED

Reilly moved, Paras-Caracci seconded to accept Roof Replacement for Senior Center Building Project (Commercial Waterproofing System, Inc.), to approve a budget amendment in the amount of \$25,600, and to authorize the City Clerk to initiate the Notice of Completion, and carried unanimously by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang
NOES: None

Item L – Letter of Opposition
SB 50 (Wiener) – Housing
Development/Incentives

There was discussion about SB 50 being on the Senate Floor, additional information received, and the need to cite specific examples in the letter.

ITEM L – APPROVED

Reilly moved, Finlay seconded to approve the letter of opposition to Senate Bill 50 (Wiener), as amended to include specific examples of exactly what we want them to do, and carried unanimously by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang
NOES: None

Fasana stated there are a number of recycling bills being considered, and asked that we keep an eye on them, and bring back what is appropriate.

BUSINESS ITEMS
2020/2021 budget calendar

Fasana moved, Finlay seconded to approve the 2020/21 budget calendar as outlined in the staff report, and set 4:00 p.m. on May 4 and 5, 2020, for the Budget Workshops, and carried by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang
NOES: None

Public Safety Commission
County representative vacancy

Brian Villalobos presented a staff report about the vacancy of the County representative seat on the Public Safety Commission, and request for direction to recruit for the position.

Finlay moved, Reilly seconded to make the determination that the County representative seat on the Public Safety Commission is vacant, and to direct staff to recruit for the vacancy within 30 days, and carried by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang
NOES: None

REPORTS/COMMUNICATIONS
FROM COUNCIL/MANAGER/
ATTORNEY

FASANA: Congratulated staff on the Martin Luther King Jr. event, participated in the homeless count, and stated Metro is exploring free fares for L.A. Unified School District students.

LEWIS: Attended the League conference in Sacramento, toured the water treatment plan in Pico Rivera, thanked Reseda Baptist Church for the Martin Luther King image award musical, and thanked the Latino caucus for the invitation.

FINLAY: Attended Contract Cities Legislative Day, and met with a number of representatives to discuss housing and SB 50.

REILLY: Enjoyed the Martin Luther King march, she has received complaints about the street sweeper passing too fast and not using water, asked that we look into that, she hosted the San Gabriel Mountains Community Collaborative and discussed the action plan, and asked that the meeting also be adjourned in memory of the three American firefighters who were killed fighting the fires in Australia.

KANG: Stated he reviewed the crisis response plan for schools, the schools are concerned with speeders on Royal Oaks, they asked about curbs or a rail around the turn area and the possibility of a sidewalk on the south side of Royal Oaks Drive, inquired about an update on the Mountain/Duarte Road signal, expressed concerns about the Coronavirus, and stated there is a need for monitoring.

ADJOURNMENT

The meeting was adjourned at 8:33 p.m. in memory of Ben Kirtley, Mike Acosta, Kobe and Gianna Bryant, John, Keri, and Alyssa Altobelli, Sarah and Payton Chester, Christina Mauser, Ara Zobayan, and Firefighters Ian McBeth, Paul Hudson, and Rick DeMorgan, Jr.

Mayor Samuel Kang

City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7739	CURO MANAGED PRINT PROD	Summer Event Flyers	214232		262.80
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		16.41
100-1010-7965	CERRELL ASSOCIATES INC	Measure D Public Education 7/2019	214227		7,000.00
100-1205-7980	FSP DESIGNS	Don't Vape--Don't Smoke Community Ed	288	201904-Other Exp-Tobacco Gr	323.09
100-1010-7965	CERRELL ASSOCIATES INC	Measure D Public Education 8/2019	214227		7,228.82
100-1605-7735	FSP DESIGNS	TC Family Feud T-Shirts	304		486.18
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	214299	202017-Infrastructure Moder	40,000.00
100-2127	CLIMATEC LLC	Retention	214299		-2,000.00
100-1610-7618	HOME DEPOT CREDIT SERVIC	Return (Invoice # 5150942)	EFT09207		-21.88
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maint Supplies/Repairs	EFT09207		87.51
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 11/2019	214330	201914-Sheriff Contract-Cal VI	17,381.12
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 11/2019	214330		336,094.42
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		15.32
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		15.32
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		13.13
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maintenance Supplie	EFT09207		87.95
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maintenance Supplie	EFT09207		113.08
100-1605-7745	SHAFFER AWARDS	TC Boxing Awards	214266		251.63
100-1405-7975	ARCHITECTS ORANGE LLP	Duarte Station Office Concept 11/2019	214287		437.50
100-1020-7980	JK PROPERTY SERVICES INC	Remove/Replace Christmas Decor/Banners	214321		15,995.00
100-1605-7733	WALMART COMMUNITY/SYN	SC Gift Certificate for Santa	214274		50.00
100-1020-7712	WIRZ AND CO PRINTING INC	Burrtec 2020 Census Insert	214276	202019 - Census 2020	177.79
100-1605-7735	DUARTE CHAMBER OF COMM	TC/CHYLL Movie Passes	214240		180.00
100-1605-7730	WALMART COMMUNITY/SYN	Santa's Party Cupcakes	214274		53.72
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Routine Call	214215		368.00
100-1610-7652	AIR-TRO INC	S Yard HVAC Routine Call	214215		136.00
100-1205-7980	FSP DESIGNS	Don't Vape Don't Smoke Program Uniforms	304	201904-Other Exp-Tobacco Gr	1,961.30
100-1605-7730	WALMART COMMUNITY/SYN	Return-Holiday Lights (Inv #02149)	214274		-68.79
100-1610-7636	HENDERSON'S	Facility Maintenance Rain Jackets	214249		196.93
100-1405-7802	COUNTY OF LOS ANGELES DEP	FY18-19 Catch Basin Cleanout -East Area B	214231		1,662.43
100-1610-7652	AIR-TRO INC	Duarte Park Bldg HVAC Routine Call	214215		135.00
100-1205-7781	LOS ANGELES COUNTY SHERIF	City of Hope Walk Security 11/3/2019	214330		5,619.30
100-1815-7830	THE TECHNOLOGY DEPOT INC	Switchboard Updates	294		360.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	214228		35.00
100-1410-7980	HOME DEPOT CREDIT SERVIC	Cordless Drill Battery Supplies	EFT09207		217.91
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2019	214245		135.00
100-1015-7686	LOS ANGELES COUNTY DISTRI	District Attorney Fees 8/1/19 - 11/30/19	214253		1,300.19
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	292		69.04
100-1825-7782	US BANK	1999 TAB Trustee Fees 12/1/19 - 11/30/20	295		605.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	MAINTEX INC	Janitorial Supplies	289		50.57
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 11/2019	214257		1,267.15
100-1610-7650	CITY OF MONROVIA	Fuel-Vehicle 21 11/2019	214257		168.40
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 11/2019	214257		202.61
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 11/2019	214257		914.32
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Develop 11/2019	214257		46.59
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 11/2019	214257		5,120.43
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 11/2019	214264		2,996.25
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineering 11/2019	214264		800.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2019	214264		1,880.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 11/2019	214264		1,160.00
100-1610-7618	DERO	Penta Nut Tool	214236		56.99
100-1810-7660	ADASTRAGOV INC	Labor Costing Software	299		9,000.00
100-1805-7980	GOVLNVEST INC	OPEB/Pension Software	305		15,000.00
100-1610-7652	POST ALARM SYSTEMS	City Hall Alarm System Installation	309		2,248.02
100-1610-7652	POST ALARM SYSTEMS	City Hall Alarm Monitoring 12/13/19 - 1/31/2020	309		70.23
100-1825-7613	CANON SOLUTIONS AMERICA	Copier Paper	214279		87.59
100-1825-7613	CANON SOLUTIONS AMERICA	Copier Paper	214279		87.87
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 12/13/19	293		145.00
100-1405-7969	ELIE FARAH INC	Royal Oaks Parking Lot Extension Design	287		5,600.00
100-1610-7652	AIR-TRO INC	Public Safety HVAC Routine C	214215		88.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	214228		51.40
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	214228		20.68
100-1405-7800	CHARLES ABBOTT ASSOCIATES	Building & Safety Srvcs 12/2019	285		157,842.08
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Men's Restroom Drain Call	214216		120.00
100-1010-7612	MUNICIPAL CODE CORPORATI	Municipal Code Updates	291		1,028.98
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 12/2019	214233		316.80
100-1205-7762	CALE AMERICA	WTP Fees 12/2019	214223		277.00
100-1010-7965	CERRELL ASSOCIATES INC	Measure D Public Education 12/2019	214227		7,237.85
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	214297	202017-Infrastructure Moder	99,292.00
100-2127	CLIMATEC LLC	Retention	214297		-4,964.60
100-1205-7780	CALIFORNIA ANIMAL WELFARE	2020 Animal Control Membership	214224		100.00
100-1405-7802	OCEAN BLUE ENVIRONMENTAL	Oil Spill Cleanup (2572 Millbrae Ave)	214258		4,885.17
100-1010-7670	SOUTHERN CALIFORNIA NEW	Legal Advertising 12/2019	214271		826.00
100-1005-7648	SOUTHERN CALIFORNIA NEW	Rose Magazine Ad-Sam Kang	214271		1,800.00
100-1405-7969	ELIE FARAH INC	Bike Trail Design	287		3,920.00
100-2125	REGIONAL TAP SERVICE CENT	TAP Card Reload 12/2019	214261		204.50
100-1405-7967	CHARLES ABBOTT ASSOCIATES	Supplemental Public Works Inspections 12/2019	302		2,037.00
100-1205-7782	ALL CITY MANAGEMENT SERV	Crossing Guard Services 12/15/19 - 12/28/19	283		2,433.43
100-1605-7612	SOUTHERN CALIFORNIA MUN	SCMAF 2020 Membership	214270		200.00
100-1010-7685	GRANICUS INC	iLegislate,Agendas,Etc 1/1/20 - 3/31/20	214247		2,861.25
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 12/2019	310		13,771.88
100-1015-7684	SILVER & WRIGHT LLP	1939 Wardell Legal 12/2019	310		327.00
100-1015-7684	SILVER & WRIGHT LLP	2163 Huntington Dr Legal 12/2019	310		2,441.60

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	292		50.17
100-1025-7699	LEAGUE OF CALIFORNIA CITIE	2020 Membership Dues	214328		8,896.00
100-1020-7724	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221	250016-Oper of Acq Prop-122	41.67
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint-CH/CC/SC (Quarterly)	214286		3,296.75
100-1205-7655	THOMSON REUTERS-WEST PU	Emergency Software 12/1/19 - 12/31/19	214273		158.93
100-1810-7660	CMC LIVESCAN & NOTARY SER	Livescan Services 12/2019	286		46.00
100-1605-7733	WALMART COMMUNITY/SYN	Senior Ctr Supplies	214274		43.10
100-1815-7631	THE TECHNOLOGY DEPOT INC	Annual Hardware Support 1/1/20 - 12/31/20	313		3,095.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Srvs 2/2020	294		564.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 2/2020	294		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/Velo Cloud Connect 2/2020	294		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 2/2020	294		553.00
100-1605-7733	THEODORE SIEGEL	SC 'Suspicion' Screening & Presentation	214342		150.00
100-1610-7650	AUTOZONE	Vehicle 21 Battery	214217		154.29
100-1605-7729	BROADCAST MUSIC INC	Music Licensing Fee 1/1/2020 - 12/31/2020	214222		364.00
100-1205-7980	BOYS & GIRLS CLUBS OF THE F	CBO CalVIP Services 12/1/19 - 12/31/19	214219	201914-Other Expenses-Cal V	10,624.66
100-1610-7652	POST ALARM SYSTEMS	City Hall/Yard Alarm Monitoring 2/1/20 - 2/29/20	309		87.56
100-1815-7821	THE TECHNOLOGY DEPOT INC	Internet Filter Maintenance 1/17/20 - 1/16/21	294		1,933.00
100-1410-7814	SUPERIOR PROPERTY SERVICE	Citywide Graffiti Removal 12/2019	214344		1,199.75
100-1205-7980	BOYS & GIRLS CLUBS OF THE F	CalVIP CBO Services 11/1/19 - 11/30/19	214220	201914-Other Expenses-Cal V	7,334.44
100-1410-7980	MARTINEZ CONCRETE INC	City Hall Concrete Repair	214256		3,419.58
100-1605-7733	DUARTE PETTY CASH/BINGO	SC Bingo Prize Money	214281		100.00
100-1610-7650	AUTOZONE	Vehicle 6 Battery	214217		87.59
100-1810-7660	CALIFORNIA STATE DEPARTME	Fingerprint Apps 12/2019	214225		30.00
100-1610-7618	MAINTEX INC	Janitorial Supplies	289		494.83
100-1610-7652	DUARTE GLASS COMPANY	Royal Oaks Pk Bldg Window Replacement	214241		740.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Sod Cutter Rental	214267		109.91
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	311		218.41
100-1810-7671	JOBS AVAILABLE	Sr Maintenance Technician Job Ad	214250		273.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	214228		35.00
100-1610-7650	WARDS SERVICE	Vehicle 14 Fuel Injector/PM Service	296		698.24
100-1410-7650	CANYON TIRE SALES INC	Vehicle 5 Tire Repair	284		224.00
100-1405-8100	DAVID LAING MASONRY INC	Bike Trail Sign Upgrades	214235		9,950.00
100-1010-7614	STAPLES ADVANTAGE	Credit for Invoice # 3434485103	292		-50.17
100-1010-7614	STAPLES ADVANTAGE	City Manager Interviews Supplies	292		72.46
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		43.03
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		8.97
100-1405-7965	BUCKNAM INFRASTRUCTURE	GIS Upgrade	214292	201935-Prof Svcs-GIS Upgrad	5,172.50
100-1010-7980	SMART & FINAL	City Manager Interview Supplies/Food	311		90.62
100-1010-7612	CITY CLERKS ASSOCIATION OF	Marla Akana Membership 1/2020 - 6/2020	214229		65.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	FSP DESIGNS	CalVIP Youth Program Unifor	288	201914-Youth Programs-Cal V	111.14
100-1610-7618	MAINTEX INC	Janitorial Supplies	307		116.81
100-1605-7741	SCMAF-SAN GABRIEL VALLEY	(8) Basketball Coach Clinic	214265		40.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Sod Cutter Rental	214267		61.79
100-1605-7750	INLAND EMPIRE STAGES LTC	Excursion Transportation 1/8/2020	214320		1,946.01
100-1610-7652	ALBERTOS PLUMBING	Beardslee Park Water Leak Repair	214216		980.00
100-1610-7618	HOME DEPOT CREDIT SERVIC	Propane Exchange & (1) New Tank	EFT09207		112.23
100-1205-8030	ENTENMANN-ROVIN COMPA	New Officer Badges	214308		285.44
100-1020-7980	REGINA DUMAS-JOHNSON	Senior Ctr Furniture Covers	214243		1,025.00
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 12/2019	214333		1,009.46
100-1610-7650	CITY OF MONROVIA	Fuel-Vehicle 21 12/2019	214333		183.76
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Rec 12/2019	214333		164.32
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 12/2019	214333		1,107.89
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Develop 12/2019	214333		38.43
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriffs Dept 12/2019	214333		4,141.37
100-1010-7980	RALPHS GROCERY COMPANY	2020 Annual Awards Dinner Supplies	214260		35.35
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		198.85
100-1605-7728	CURO MANAGED PRINT PROD	MLK Event Prints	214232	202009- Duarte's Promise - A	234.03
100-1015-7686	COLANTUONO, HIGHSMITH &	TUT Legal Svcs 12/2019	214300		210.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Senior Ctr 1/2020	214351		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Cmty Ctr 1/2020	214351		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-City Hall 1/2020	214351		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-FC/Pool 1/2020	214351		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Teen Ctr 1/2020	214351		60.00
100-1405-7969	KOA CORPORATION	Kellwill & Buena Viosta Study 12/2019	214325		2,559.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	312		59.15
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		132.05
100-1405-7610	AMANDA HAMILTON	MS4 Stakeholder Workshop	214248		46.28
100-1005-7647	LIZ REILLY	Conference/Meeting Expense Reimbursement	214262		175.59
100-1205-7761	SUPERIOR CT OF CAL CO OF L	Citation Revenue Tax 12/2019	214272		6,106.25
100-1005-7647	LIZ REILLY	Conference/Meeting Expense Reimbursement	214262		79.71
100-1825-7630	CANON FINANCIAL SERVICES I	PS Copier Lease 1/1/2020 - 1/31/2020	214278		399.67
100-1825-7631	CANON FINANCIAL SERVICES I	PS Copier Maintenance 12/1/19 - 12/31/19	214278		180.60
100-1825-7630	CANON FINANCIAL SERVICES I	CH(2)/SC/TC Copier Lease 1/1/2020 - 1/31/2020	214278		869.55
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	214259		111.18
100-1205-7650	AUTOZONE	Vehicle 35 Air Freshner	214217		4.37
100-1605-7733	SMART & FINAL	SC 2020 Kick Off Party Dessert	311		180.81
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	311		62.72
100-1610-7618	MAINTEX INC	Janitorial Supplies	307		384.30
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	214350		120.88
100-1605-7728	RELATION INSURANCE	AmeriCorps Health Insurance 2/2020	214263	202009- Duarte's Promise - A	964.86
100-1205-7761	DATA TICKET INC	Admin Citation Processing 11/2019	214234		697.51
100-1205-7761	DATA TICKET INC	DUI Processing Fee 11/2019	214234		3.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 11/2019	214234		1,884.35
100-1610-7652	ERC ROOFING & WATERPROO	Teen Ctr Roof Repair Project	214244		23,971.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	214228		35.00
100-1405-7965	LDM ASSOCIATES INC	FY20 Federal Grant Admin (CDBG) 12/2019	214327		300.00
100-1605-7733	SMART & FINAL	Senior Ctr Dinner Supplies	311		94.84
100-1020-7724	SOUTHERN CALIFORNIA EDIS	PO Pkg Lot Lease 2/1/2020 - 4/30/2020	214269		2,048.41
100-1610-7652	SHANNON DIVERSIFEID INC	Snack Bar Exhaust Hood Service	214341		410.00
100-1825-7614	OFFICE SOLUTIONS INC	2019 1099 Forms	214335		80.39
100-1805-7614	OFFICE SOLUTIONS INC	Office Supplies	214335		11.49
100-1205-7779	OLGALIVIER GARCIA	Public Safety Intern Sitpend	214246		100.00
100-1410-7980	MONROVIA LOCK SHOP	Citywide Padlocks	214332		624.15
100-1610-7652	MONROVIA LOCK SHOP	Facility Padlocks	214332		124.83
100-1405-7969	RKA CONSULTING GROUP	Ped Access/Bike Safety Engineering 11/2019	214340		15,706.25
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice # 3435751140	297		-8.76
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	297		8.75
100-1605-7735	STAPLES ADVANTAGE	TC Butcher Paper	312		86.49
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	297		52.24
100-1205-7782	ALL CITY MANAGEMENT SERV	Crosing Guard Services 12/29/19 - 1/11/20	300		2,454.14
100-1825-7980	SHRED-IT USA LLC	Document Shredding	214285		295.39
100-1020-7980	GAYLE DECARO	Annual Awards Dinner Wine Tasting Booth	214280		625.00
100-2122	DIVISION OF THE STATE ARCHI	Disability Access Fee Q4 2019	214238		114.80
100-1010-7980	DUARTE RECREATION PETTY C	Council Food/Cake	214242		46.08
100-1605-7733	DUARTE RECREATION PETTY C	Senior Ctr Birthday Gifts	214242		13.59
100-1605-7735	DUARTE RECREATION PETTY C	Teen Ctr Meeting Food	214242		26.24
100-1605-7733	RALPHS GROCERY COMPANY	SC Kick Off 2020 Party Supplie	214338		11.88
100-1825-7631	CANON SOLUTIONS AMERICA	CH (2) Copier Maintenance 12/16/19 - 1/15/20	214279		291.36
100-1825-7631	CANON SOLUTIONS AMERICA	SC Copier Maintenance 12/16/19 - 1/15/20	214279		80.72
100-1825-7631	CANON SOLUTIONS AMERICA	TC Copier Maintenance 12/16/19 - 1/15/20	214279		27.08
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	311		75.71
100-2120	GITA KASIRI	ROP Bldg Rent Deposit Refun	214251		150.00
100-2120	MARTHA MACIAS	CC Rent Deposit Refund	214255		500.00
100-2120	CLAUDIA BANUELOS	CC Rent Deposit Refund	214218		500.00
100-1205-7650	WARDS SERVICE	Vehicle23 Service/Repair	296		444.84
100-1605-7728	MAARA'S JUMPERS	MLK Event Tent Rental	214331	202009- Duarte's Promise - A	110.00
100-1605-7728	SMART & FINAL	MLK Refreshments	311	202009- Duarte's Promise - A	85.28
100-1020-7722	GRANICUS INC	Website Hosting (Civica) 1/19/20 - 2/18/20	214247		706.20
100-1815-7965	MAXTREME INC	IT Helpdesk 1/2020	290		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 1/2020	290		200.00
100-1020-7710	LUDECKE PROPERTY MANAGE	Chamber Lease 2/2020	214254		1,600.00
100-1010-7651	DFM ASSOCIATES	2020 Election Codes	214237		56.84
100-2026	AUSTIN DOK	Equipment Deposit Refund	214239		25.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	214317		532.83
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	214296		35.00
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	311		78.23
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	311		132.79
100-2012	CALIFORNIA BUILDING STAND	Green Bldg Fees Q4 2019	214294		355.00
100-2013	DEPARTMENT OF CONSERVAT	Strong Motion (SMIP) Fee Q4 2019	214305		1,603.30
100-5004	DEPARTMENT OF CONSERVAT	Local Agency Fee Q4 2019	214305		-80.17
100-5004	CALIFORNIA BUILDING STAND	Local Gov't Retainer Q4 2019	214294		-35.50
100-1205-7887	CROWN TECH INNOVATIONS	City Hall Camera Repairs	214302		850.00
100-1405-7690	PAULA WATSON-GARDNER	Planning Commission Meetin	214349		50.00
100-1405-7690	GEORGE K FARRA	Planning Commission Meetin	214310		50.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7690	SARA VASQUEZ	Planning Commission Meetin	214348		50.00
100-1405-7690	TINA HEANY	Planning Commission Meetin	214318		50.00
100-1825-7688	CITY OF SAN JUAN CAPISTRAN	Victoria Rocha CaRecycle So Cal Exchange 1/28/20	214284	202001-Used Oil-Expense-OP	25.00
100-1605-7739	CURO MANAGED PRINT PROD	Trail Renaming Flyer	214303		50.00
100-1610-7618	MAINTEX INC	Janitorial Supplies	307		854.92
100-1825-7630	MAILFINANCE	Postage Machine Lease 2/23/20 - 5/22/20	214282		703.67
100-2126	CANNON BUILDING	Const/Demo Deposit Refund (Pmt #2019-209)	214295		9,800.00
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	312		144.50
100-1610-7650	WARDS SERVICE	Vehicle 20 PM Service	316		105.44
100-1605-7010	SOUTHLAND SPORTS OFFICIA	Basketball Officiating	214343		210.00
100-1405-7612	U.S. BANK	Lg Data File Transfer Subscription (Hightail)	298		15.99
100-1405-7614	U.S. BANK	Office Supplies (Amazon)	298		13.11
100-1405-7980	U.S. BANK	Street Sign Sales Shipping (Shopify)	298		188.36
100-1005-7650	U.S. BANK	Toney Lewis League Conf Hotel (Hyatt Regency)	315		605.94
100-1010-7980	U.S. BANK	Council Food 1/14/20 (Janet's Mediterranean)	315		210.04
100-1020-7711	U.S. BANK	Employee Appreciation Decorations	315		26.26
100-1020-7711	U.S. BANK	Annual Awards Dinner Supplies (Amazon)	315		197.53
100-1020-7711	U.S. BANK	Annual Awards Dinner Supplies (Trader Joe's)	315		476.61
100-1020-7712	U.S. BANK	Facebook Ads	315		20.00
100-1020-7712	U.S. BANK	Hootsuite 1/2/2020 - 2/1/202	315		14.99
100-1020-7726	U.S. BANK	Adobe Creative Cloud	315		34.99
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies Smart & Final)	315		473.68
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Party City)	315		42.63
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Costco)	315		417.33
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Bed Bath & Beyond)	315		100.41
100-1020-7980	U.S. BANK	Annual Awards Dinner (Trader Joe's)	315		127.54
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Vons)	315		509.66
100-1205-7980	U.S. BANK	Facebook Ads (Tobacco Free Tuesdays)	315	201904-Other Exp-Tobacco Gr	20.00
100-1405-7612	U.S. BANK	Adobe Creative Cloud	315		76.45
100-1605-7733	U.S. BANK	SC Netflix	315		8.75
100-1605-7735	U.S. BANK	TC Netflix	315		12.99
100-1805-7980	U.S. BANK	Microsoft 365 12/27/19 - 1/26/20	315		12.00
100-1810-7614	U.S. BANK	HR Stamp (Getstamps.com)	315		49.45
100-1810-7980	U.S. BANK	Tablecloth Dry Cleaning (Nature's Cleaner)	315		225.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud	315		330.20
100-1815-7632	U.S. BANK	HR/Michelle-Adobe Acropro	315		14.99
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	315		20.08
100-1825-7688	U.S. BANK	Victoria Rocha 2020 Used Oil Training Airfare	315	202001-Used Oil-Expense-OP	117.96
100-1825-7688	U.S. BANK	Victoria Rocha 2020 Used Oil Training & Symposium	315	202001-Used Oil-Expense-OP	613.80
100-2123	U.S. BANK	Special Event Insurance 10/1/19 - 12/31/19	315		891.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1005-7647	U.S. BANK	Liz Reilly SGVCOG Affordable Housing Forum 2/13/20	314		22.85
100-1005-7647	U.S. BANK	Liz Reilly Coffee & Conversation 1/23/20-Starbuc	314		35.90
100-1005-7647	U.S. BANK	Liz Reilly SGV Update Luncheon 1/29/2020	314		55.00
100-1010-7980	U.S. BANK	Manuel Enriquez Mtg w/Council Member (Outback)	314		51.48
100-1010-7980	U.S. BANK	Awards Dinner Committee Mtg Breakfast (Panera)	314		59.79
100-1010-7980	U.S. BANK	City Manager Interview Food 1/9/20 -Youngs Gourmet	314		13.10
100-1010-7980	U.S. BANK	Awards Dinner Setup Lunch 1/20/20 (Duarte Pizza)	314		24.14
100-1010-7980	U.S. BANK	City Manager Interview Food 1/9/20 (Qdoba)	314		65.37
100-1010-7980	U.S. BANK	Annual Awards Dinner Supplies (Michael's)	314		12.39
100-1020-7712	U.S. BANK	Spotify	314		9.99
100-1605-7012	U.S. BANK	2020 Facility Fee (American Red Cross)	314		1,170.00
100-1605-7733	U.S. BANK	SC Ping Pong Paddles (Amazo	314		35.88
100-1605-7733	U.S. BANK	SC Calendar (Amazon)	314		9.29
100-1605-7733	U.S. BANK	SC Saltine Crackers (Amazon)	314		16.00
100-1605-7733	U.S. BANK	SC Command Strips/Refills (Amazon)	314		158.65
100-1605-7735	U.S. BANK	TC Portable Speaker/Sound (Amazon)	314		175.19
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Pirzes (Smart & Final)	314		83.90
100-1605-7735	U.S. BANK	Teen Ctr Event Food 1/8/20 (Little Caesars)	314		27.35
100-1605-7741	U.S. BANK	Youth Sports Supplies (Amazon)	314		126.67
100-1605-7745	U.S. BANK	Boxing Tournament Flight 2/2020 (Expedia)	314		295.80
100-1605-7745	U.S. BANK	Boxing Equipment (Pro Boxing Equipment)	314		1,145.03
100-1605-7745	U.S. BANK	Victor Valenzuela 2020 USA Boxing Membership	314		85.00
100-1605-7745	U.S. BANK	Boxing Equipment (Title Boxing)	314		2,233.37
100-1605-7745	U.S. BANK	Luis Valenzuela 2020 USA Boxing Membership	314		85.00
100-1605-7745	U.S. BANK	Daniel Sanchez 2020 USA Boxing Membership	314		85.00
100-1605-7980	U.S. BANK	Concert Share Registration (4) 1/16/2020	314		82.00
100-1610-7618	U.S. BANK	SC Coffee Sleeves (Amazon)	314		66.58
100-1610-7652	U.S. BANK	Tablecloth Dry Cleaning (Nature's Cleaner)	314		210.00
100-1205-7787	MVP, LLC	Pulbic Safety Lease	308		12,142.00
100-1605-7744	FSP DESIGNS	Teen Nutrition Council T-Shirt	304		315.36
100-1605-7735	FSP DESIGNS	TC Intern Shirts	304		197.10
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	214350		208.60
100-1010-7980	CALIFORNIA SKEWERS	City Manager Interview Lunch	214277		213.52
100-1825-7688	VICTORIA ROCHA	Cal Recycle So Cal Exchange	214283	202001-Used Oil-Expense-OP	70.79
100-1020-7712	CURO MANAGED PRINT PROD	Register to Vote Buena Vista Banner	214303		501.51
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	214296		33.01
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	214296		20.68
100-1205-7761	DATA TICKET INC	Parking Citation Processing 12/2019	214304		1,839.17

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7761	DATA TICKET INC	Admin Citation Processing 12/2019	214304		435.92
100-1205-7761	DATA TICKET INC	DUI Processing 12/2019	214304		3.00
100-1410-7650	WEX BANK	Fuel-CNG 12/1/19 - 12/31/19	EFT09206		105.97
100-5005	CALIFORNIA DEPT OF TAX & F	2019 Sales & Use Tax	EFT09208		22.00
100-1605-7728	LUPE VALERIO	MLK Event Gifts/Supplies	214347	202009- Duarte's Promise - A	191.93
100-1205-7779	AIDA TORRES	University of La Verne Youth Tour Dinner	214345		84.36
100-1805-7610	KRISTEN PETERSEN	LA County Oversight Board Meeting	214337		39.30
100-1010-7980	DUARTE RECREATION PETTY C	Council Food/Snacks for Interviews	214307		29.74
100-1605-7614	DUARTE RECREATION PETTY C	CPR Training Snacks	214307		10.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Gift Cards	214307		25.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Birthday Cake	214307		15.99
100-1605-7733	DUARTE RECREATION PETTY C	SC Supplies	214307		8.87
100-1605-7736	ALEJANDRO FUENTES	Winter Instructor Fee-Circus Gym	214316		425.25
100-1605-7737	IBPS	Adult Excursion Admission	214319		90.00
100-1605-7737	BAPS SHAYONA	Adult Excursion Lunch	214288		540.00
100-1605-7730	CURO MANAGED PRINT PROD	Trail Renaming Supplies	214303		53.33
100-2120	MARIA RICE	CC Rent Deposit Refund	214339		500.00
100-2120	MICHELLE LAI	TC Rent Deposit Refund	214326		100.00
100-2120	TINA DOMINGUEZ	ROP Bldg Rent Deposit Refun	214306		150.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 1/2020	214334		66.95
100-1810-7980	NAVIA BENEFIT SOLUTIONS	2020 Annual Participant Enrollment Fee	214334		78.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	2020 Plan Year Fee	214334		600.00
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	214298	202017-Infrastructure Moder	150,000.00
100-2127	CLIMATEC LLC	Retention	214298		-7,500.00
100-1605-7733	RAVEN FIERRO AND THE BAN	SC Lunch Time Lounge Entertainment	214311		175.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	214312		75.00
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	214336		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	214323		75.00
100-1005-7649	BRYAN URIAS	Council Vehicle Allowance	214346		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	214329		75.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursemen	303		218.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursemen	301		566.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursemen	214324		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursemen	214293		218.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursemen	306		435.00
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursemen	214289		218.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursemen	214290		435.00
100-1020-7711	ROXANNE BRECEDA	Employee Appreciation Supplies	214291		39.42
100-2120	MARIANO ESPINOZA	Concrete/Recycle Deposit Refund (2264 Royal Oaks)	214309		1,500.00
Fund 100 - GENERAL FUND Total:					1,126,125.33
Fund: 220 - GAS TAX FUN					
220-2205-8100	JTB SUPPLY COMPANY	11' Sign Arms	214322		12,285.90
Fund 220 - GAS TAX FUN Total:					12,285.90
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2432-7887	WEST COAST ARBORISTS INC	Tree Pruning Las Lomas LLD	214275		1,010.00

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming	214275		360.00
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming	214275		3,022.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Citywide Irrigation Repair/Thorsen Park	214268		5.17
240-2405-7888	CONSOLIDATED ELECTRICAL D	Citywide Street Light Supplies/Repairs	214230		581.28
240-2410-7915	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 1/2020	214221		500.00
240-2405-7888	CONSOLIDATED ELECTRICAL D	Citywide Street Light Supplies/Repairs	214301		671.07
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					26,285.59
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	LDM ASSOCIATES INC	FY19/20 ADA Curb Ramp Admin 11/2019	214252	202010-ADA Curb Ramps & (C	1,350.00
260-2605-8061	LDM ASSOCIATES INC	FY20 ADA Curb Ramp Admin 12/2019	214327	202010-ADA Curb Ramps & (C	1,300.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					2,650.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 11/2019	214330		10,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					10,000.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7619	CITY OF MONROVIA	Fuel-Transportation 10/2019	214257		262.77
440-4405-7619	CITY OF MONROVIA	Fuel-Transportation Dept 11/2019	214257		230.40
440-4405-7980	REGIONAL TAP SERVICE CENT	TAP Card Sales 12/2019	214261		-12.00
440-4405-8013	FOOTHILL TRANSIT	10th Installment of 3rd Bus 1/2020	214313		4,523.11
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2019	214315		22,030.48
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 12/2019	214314		22,557.42
440-4405-7650	AUTOZONE	Yard Supplies	214217		43.98
440-4405-7650	AUTOZONE	Yard Supplies	214217		17.51

Council Warrant Register By Account

Payment Dates: 01282020 - 02112020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
440-4405-7619	CITY OF MONROVIA	Fuel-Transportation Dept 12/2019	214333		346.68
440-4405-7614	OFFICE SOLUTIONS INC	Wall Calendar	214335		18.39
Fund 440 - PROPOSITION A TRANSIT FUND Total:					50,018.74
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	10th Installment of 3rd Bus 1/2020	214313		2,544.25
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2019	214315		18,024.94
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 12/2019	214314		18,456.07
Fund 460 - PROPOSITION C TRANSIT FUND Total:					39,025.26
Grand Total:					1,266,390.82

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,126,125.33
220 - GAS TAX FUN	12,285.90
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	26,285.59
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	2,650.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	10,000.00
440 - PROPOSITION A TRANSIT FUND	50,018.74
460 - PROPOSITION C TRANSIT FUND	39,025.26
Grand Total:	1,266,390.82

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7646	Travel & Exp - Paras	75.00
100-1005-7647	Travel & Exp - Reilly	369.05
100-1005-7648	Travel & Exp - Kang	1,875.00
100-1005-7649	Travel & Exp - Urias	75.00
100-1005-7650	Travel & Exp - Lewis	680.94
100-1010-7612	Publications and Dues	1,093.98
100-1010-7614	Office Supplies	141.50
100-1010-7651	Election Services	56.84
100-1010-7670	Legal Notices	826.00
100-1010-7685	Content Delivery, Netwo	2,861.25
100-1010-7965	Professional Services	21,466.67
100-1010-7980	Other Expenses	851.62
100-1015-7684	Code Enforcement Legal	16,540.48
100-1015-7686	Other Legal Services	1,510.19
100-1020-7710	Chamber Of Commerce	1,600.00
100-1020-7711	Employee Recognition C	739.82
100-1020-7712	Community Information	724.28
100-1020-7722	City Web Site	706.20
100-1020-7724	Post Office Parking	2,163.41
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	19,316.25
100-1025-7699	League Of Calif Cities	8,896.00
100-1205-7650	Vehicle Maintenance	2,471.42
100-1205-7655	Emergency Services	158.93
100-1205-7761	Parking Ticket Collect	10,969.20
100-1205-7762	Parking Pass Kiosk Costs	277.00
100-1205-7779	Youth Programs	295.50
100-1205-7780	Animal Control	416.80
100-1205-7781	Contract Law Enforceme	368,356.64
100-1205-7782	Crossing Guard Contract	4,887.57
100-1205-7787	Public Safety Cntr Lease	12,142.00
100-1205-7887	Repairs & Replacements	850.00
100-1205-7980	Other Expenses	20,263.49
100-1205-8030	Other Equipment	285.44
100-1405-7610	Travel, Mtgs & Conf	46.28
100-1405-7612	Publications and Dues	92.44
100-1405-7614	Office Supplies	456.18
100-1405-7650	Vehicle Maintenance	85.02
100-1405-7690	Planning Commission	200.00
100-1405-7800	Building Department Ser	157,842.08
100-1405-7802	NPDES Requirements	6,547.60
100-1405-7965	Professional Services	5,472.50
100-1405-7967	Public Works Inspection	3,197.00
100-1405-7969	City Engineer	33,461.50
100-1405-7975	Economic Development	437.50

Account Summary

Account Number	Account Name	Payment Amount
100-1405-7980	Other Expenses	188.36
100-1405-8100	Other Capital Improvem	9,950.00
100-1410-7630	Equipment Rentals	171.70
100-1410-7650	Vehicle Maintenance	2,606.58
100-1410-7656	Emergency Generator	145.00
100-1410-7814	Graffiti Removal	1,199.75
100-1410-7980	Other Expenses	4,261.64
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7010	Playgrd Superv Salaries	210.00
100-1605-7012	Aquatics Salaries	1,170.00
100-1605-7612	Publications and Dues	200.00
100-1605-7614	Office Supplies	69.15
100-1605-7650	Vehicle Maintenance	366.93
100-1605-7728	Americorp's VIP Progra	1,586.10
100-1605-7729	Concerts In The Park	364.00
100-1605-7730	Special Events	38.26
100-1605-7733	Senior Center	1,306.15
100-1605-7735	Teen Center	1,493.85
100-1605-7736	Recreation Classes	425.25
100-1605-7737	Adult Excursions	630.00
100-1605-7739	Publicity	312.80
100-1605-7741	Sports/Playground Progr	166.67
100-1605-7744	Nutrition Program Costs	315.36
100-1605-7745	Boxing Program	4,180.83
100-1605-7750	Bus Rentals	1,946.01
100-1605-7980	Other Expenses	82.00
100-1610-7617	Pool Chemicals	644.01
100-1610-7618	Building Supplies	2,874.32
100-1610-7636	Uniforms	421.34
100-1610-7650	Vehicle Maintenance	1,397.72
100-1610-7652	Building Maint Services	33,461.75
100-1610-8100	Other Capital Improvem	289,292.00
100-1805-7610	Travel, Mtgs & Conf	39.30
100-1805-7614	Office Supplies	63.73
100-1805-7980	Other Expenses	15,012.00
100-1810-7614	Office Supplies	49.45
100-1810-7660	Other Services	9,076.00
100-1810-7671	Recruiting Advertisemen	273.00
100-1810-7980	Other Expenses	969.95
100-1815-7631	Equipment Maintenance	3,095.00
100-1815-7632	Software Maintenance	345.19
100-1815-7821	Personal Computer Supp	2,486.00
100-1815-7830	Telephones	1,933.68
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7613	Duplications And Photos	319.96
100-1825-7614	Office Supplies	80.39
100-1825-7630	Equipment Lease	1,972.89
100-1825-7631	Equipment Maintenance	579.76
100-1825-7674	Retiree Health Insurance	2,525.00
100-1825-7688	Oil Recycling Grant	827.55
100-1825-7782	Admin Support of SA	605.00
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	295.39
100-2012	Green Building Fees Pay	355.00
100-2013	Strong Motions Fees Pay	1,603.30
100-2026	EE Equipment Deposit	25.00
100-2120	Refundable Deposits	3,400.00

Account Summary

Account Number	Account Name	Payment Amount
100-2122	Disability Access & Educ	114.80
100-2123	Special Event Insurance (	891.00
100-2125	Metro Pass Through (TA	204.50
100-2126	Construction and Demol	9,800.00
100-2127	Retention Payable	-14,464.60
100-5004	Other Revenue	-115.67
100-5005	Taxable Sales	22.00
220-2205-8100	Other Capital Improvem	12,285.90
240-2405-7888	Repairs-Citywide	1,252.35
240-2410-7888	Repairs-Citywide	5.17
240-2410-7906	Tree Trim-Citywide	360.00
240-2410-7909	Tree Trim-Residential	3,022.00
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
240-2432-7887	Repairs & Replacements	1,010.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
260-2605-8061	ADA Curb Ramps (Capita	2,650.00
290-2905-7781	Contract Law Enforceme	10,000.00
440-4405-7614	Office Supplies	18.39
440-4405-7619	Fuel And Oil	839.85
440-4405-7650	Vehicle Maintenance	61.49
440-4405-7960	Foothill Transit Operatio	44,587.90
440-4405-7980	Other Expenses	-12.00
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	36,481.01
460-4605-8013	Vehicles	2,544.25
Grand Total:		1,266,390.82

Project Account Summary

Project Account Key	Payment Amount
None	928,887.46
201904-Other Exp-Tobacco Grant	2,304.39
201914-Other Expenses-Cal VIP	17,959.10
201914-Sheriff Contract-Cal VIP	17,381.12
201914-Youth Programs-Cal VIP	111.14
201935-Prof Svcs-GIS Upgrade	5,172.50
202001-Used Oil-Expense-OPP9-18-0016 FY18/19	827.55
202009- Duarte's Promise - America's Promise Exp	1,586.10
202010-ADA Curb Ramps & (Construction)	2,650.00
202017-Infrastructure Modernization Program	289,292.00
202019 - Census 2020	177.79
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	1,266,390.82



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint-CH/CC/SC (Quarterly)	748508		3,296.75
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					3,296.75
Vendor: 6149 - ADASTRAGOV INC					
100-1810-7660	ADASTRAGOV INC	Labor Costing Software	2019-10029		9,000.00
Vendor 6149 - ADASTRAGOV INC Total:					9,000.00
Vendor: 1388 - AIDA TORRES					
100-1205-7779	AIDA TORRES	University of La Verne Youth Tour Dinner	1/22/2020		84.36
Vendor 1388 - AIDA TORRES Total:					84.36
Vendor: 4728 - ALEJANDRO FUENTES					
100-1605-7736	ALEJANDRO FUENTES	Winter Instructor Fee-Circus Gym	1302020		425.25
Vendor 4728 - ALEJANDRO FUENTES Total:					425.25
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV	Crossing Guard Services 12/29/19 - 1/11/20	66030		2,454.14
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					2,454.14
Vendor: 6133 - ARCHITECTS ORANGE LLP					
100-1405-7975	ARCHITECTS ORANGE LLP	Duarte Station Office Concept 11/2019	3911288		437.50
Vendor 6133 - ARCHITECTS ORANGE LLP Total:					437.50
Vendor: 6148 - BAPS SHAYONA					
100-1605-7737	BAPS SHAYONA	Adult Excursion Lunch	3/19/2020		540.00
Vendor 6148 - BAPS SHAYONA Total:					540.00
Vendor: 6006 - BRYAN URIAS					
100-1005-7649	BRYAN URIAS	Council Vehicle Allowance	2/2020		75.00
Vendor 6006 - BRYAN URIAS Total:					75.00
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE	GIS Upgrade	352-03.04	201935-Prof Svcs-GIS Upgrad	5,172.50
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					5,172.50
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STAND	Green Bldg Fees Q4 2019	10/2019 - 12/2019		355.00
100-5004	CALIFORNIA BUILDING STAND	Local Gov't Retainer Q4 2019	10/2019 - 12/2019		-35.50
Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:					319.50
Vendor: 5836 - CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION					
100-5005	CALIFORNIA DEPT OF TAX & F	2019 Sales & Use Tax	0-010-683-219		22.00
Vendor 5836 - CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION Total:					22.00
Vendor: 4727 - CALIFORNIA SKEWERS					
100-1010-7980	CALIFORNIA SKEWERS	City Manager Interview Lunch	1/10/2020		213.52
Vendor 4727 - CALIFORNIA SKEWERS Total:					213.52
Vendor: T2832 - CANNON BUILDING					
100-2126	CANNON BUILDING	Const/Demo Deposit Refund (Pmt #2019-209)	R81637		9,800.00
Vendor T2832 - CANNON BUILDING Total:					9,800.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I	PS Copier Lease 1/1/2020 - 1/31/2020	20970807		399.67

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1825-7631	CANON FINANCIAL SERVICES I	PS Copier Maintenance 12/1/19 - 12/31/19	20970807		180.60
100-1825-7630	CANON FINANCIAL SERVICES I	CH(2)/SC/TC Copier Lease 1/1/2020 - 1/31/2020	20999509		869.55
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					1,449.82
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7613	CANON SOLUTIONS AMERICA	Copier Paper	146749740		87.59
100-1825-7613	CANON SOLUTIONS AMERICA	Copier Paper	146749742		87.87
100-1825-7631	CANON SOLUTIONS AMERICA	CH (2) Copier Maintenance 12/16/19 - 1/15/20	4031648987		291.36
100-1825-7631	CANON SOLUTIONS AMERICA	SC Copier Maintenance 12/16/19 - 1/15/20	4031648988		80.72
100-1825-7631	CANON SOLUTIONS AMERICA	TC Copier Maintenance 12/16/19 - 1/15/20	4031648989		27.08
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					574.62
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursemen	2/2020		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7967	CHARLES ABBOTT ASSOCIATES	Supplemental Public Works Inspections 12/2019	60593		2,037.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					2,037.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniform	4040530514		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4041148257		33.01
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4041148257		20.68
Vendor 5140 - CINTAS CORPORATION #693 Total:					88.69
Vendor: 0903 - CITY OF MONROVIA					
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 12/2019	2001459		1,009.46
100-1610-7650	CITY OF MONROVIA	Fuel-Vehicle 21 12/2019	2001459		183.76
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Rec 12/2019	2001460		164.32
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 12/2019	2001461		1,107.89
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Develop 12/2019	2001462		38.43
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriffs Dept 12/2019	2001463		4,141.37
Vendor 0903 - CITY OF MONROVIA Total:					6,645.23
Vendor: 6147 - CITY OF SAN JUAN CAPISTRANO					
100-1825-7688	CITY OF SAN JUAN CAPISTRAN	Victoria Rocha CaRecycle So Cal Exchange 1/28/20	101	202001-Used Oil-Expense-OP	25.00
Vendor 6147 - CITY OF SAN JUAN CAPISTRANO Total:					25.00
Vendor: 6123 - CLIMATEC LLC					
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	2	202017-Infrastructure Moder	40,000.00
100-2127	CLIMATEC LLC	Retention	2		-2,000.00
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	3	202017-Infrastructure Moder	99,292.00
100-2127	CLIMATEC LLC	Retention	3		-4,964.60
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project- Energy Contr	4	202017-Infrastructure Moder	150,000.00
100-2127	CLIMATEC LLC	Retention	4		-7,500.00
Vendor 6123 - CLIMATEC LLC Total:					274,827.40
Vendor: 6045 - COLANTUONO, HIGHSMITH & WHATLEY, PC					
100-1015-7686	COLANTUONO, HIGHSMITH &	TUT Legal Srvcs 12/2019	41005		210.00
Vendor 6045 - COLANTUONO, HIGHSMITH & WHATLEY, PC Total:					210.00
Vendor: 5833 - CROWN TECH INNOVATIONS GROUP INC.					
100-1205-7887	CROWN TECH INNOVATIONS	City Hall Camera Repairs	18-00254		850.00
Vendor 5833 - CROWN TECH INNOVATIONS GROUP INC. Total:					850.00

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7739	CURO MANAGED PRINT PROD	Trail Renaming Flyer	3769		50.00
100-1020-7712	CURO MANAGED PRINT PROD	Register to Vote Buena Vista Banner	3777		501.51
100-1605-7730	CURO MANAGED PRINT PROD	Trail Renaming Supplies	3789		53.33
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					604.84
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Parking Citation Processing 12/2019	108984		1,839.17
100-1205-7761	DATA TICKET INC	Admin Citation Processing 12/2019	109170		435.92
100-1205-7761	DATA TICKET INC	DUI Processing 12/2019	109181		3.00
Vendor 5501 - DATA TICKET INC Total:					2,278.09
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVAT	Strong Motion (SMIP) Fee Q4 2019	10/2019 - 12/2019		1,603.30
100-5004	DEPARTMENT OF CONSERVAT	Local Agency Fee Q4 2019	10/2019 - 12/2019		-80.17
Vendor 5132 - DEPARTMENT OF CONSERVATION Total:					1,523.13
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO	SC Bingo Prize Money	2/2020		100.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					100.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1010-7980	DUARTE RECREATION PETTY C	Council Food/Snacks for Interviews	1302020		29.74
100-1605-7614	DUARTE RECREATION PETTY C	CPR Training Snacks	1302020		10.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Birthday Cake	1302020		15.99
100-1605-7733	DUARTE RECREATION PETTY C	SC Gift Cards	1302020		25.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Supplies	1302020		8.87
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					89.60
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursemen	2/2020		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: 0082 - ENTENMANN-ROVIN COMPANY					
100-1205-8030	ENTENMANN-ROVIN COMPA	New Officer Badges	0148997-IN		285.44
Vendor 0082 - ENTENMANN-ROVIN COMPANY Total:					285.44
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Family Feud T-Shirts	6269		486.18
100-1205-7980	FSP DESIGNS	Don't Vape Don't Smoke Program Uniforms	6594	201904-Other Exp-Tobacco Gr	1,961.30
100-1605-7744	FSP DESIGNS	Teen Nutrition Council T-Shirt	6717		315.36
100-1605-7735	FSP DESIGNS	TC Intern Shirts	6718		197.10
Vendor 4039 - FSP DESIGNS Total:					2,959.94
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	140622		532.83
Vendor 4690 - FULLER ENGINEERING INC Total:					532.83
Vendor: 6146 - GAYLE DECARO					
100-1020-7980	GAYLE DECARO	Annual Awards Dinner Wine Tasting Booth	1/10/2020		625.00
Vendor 6146 - GAYLE DECARO Total:					625.00
Vendor: 5517 - GEORGE K FARRA					
100-1405-7690	GEORGE K FARRA	Planning Commission Meetin	1/21/2020		50.00
Vendor 5517 - GEORGE K FARRA Total:					50.00
Vendor: 0124 - GINNY JOYCE BELBA					
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursemen	2/2020		218.00
Vendor 0124 - GINNY JOYCE BELBA Total:					218.00

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6150 - GOVLNVEST INC					
100-1805-7980	GOVLNVEST INC	OPEB/Pension Software	2019-2754		15,000.00
Vendor 6150 - GOVLNVEST INC Total:					15,000.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVIC	Return (Invoice # 5150942)	1224882		-21.88
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maint	5150942		87.51
100-1610-7618	HOME DEPOT CREDIT SERVIC	Supplies/Repairs			
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maintenance Supplie	7313042		87.95
100-1610-7618	HOME DEPOT CREDIT SERVIC	Building Maintenance Supplie	7523324		113.08
100-1410-7980	HOME DEPOT CREDIT SERVIC	Cordless Drill Battery Supplies	6613300		217.91
100-1610-7618	HOME DEPOT CREDIT SERVIC	Propane Exchange & (1) New Tank	9301586		112.23
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					596.80
Vendor: 5211 - IBPS					
100-1605-7737	IBPS	Adult Excursion Admission	3/19/2020		90.00
Vendor 5211 - IBPS Total:					90.00
Vendor: 1465 - INLAND EMPIRE STAGES LTC					
100-1605-7750	INLAND EMPIRE STAGES LTC	Excursion Transportation 1/8/2020	54980		1,946.01
Vendor 1465 - INLAND EMPIRE STAGES LTC Total:					1,946.01
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursemen	2/2020		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursemen	2/2020		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 5990 - JK PROPERTY SERVICES INC					
100-1020-7980	JK PROPERTY SERVICES INC	Remove/Replace Christmas Decor/Banners	CD003		15,995.00
Vendor 5990 - JK PROPERTY SERVICES INC Total:					15,995.00
Vendor: 6009 - KOA CORPORATION					
100-1405-7969	KOA CORPORATION	Kellwill & Buena Viosta Study 12/2019	JB93113 - 2		2,559.00
Vendor 6009 - KOA CORPORATION Total:					2,559.00
Vendor: 1592 - KRISTEN PETERSEN					
100-1805-7610	KRISTEN PETERSEN	LA County Oversight Board Meeting	1/23/2020		39.30
Vendor 1592 - KRISTEN PETERSEN Total:					39.30
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY20 Federal Grant Admin (CDBG) 12/2019	6493		300.00
Vendor 5438 - LDM ASSOCIATES INC Total:					300.00
Vendor: 0139 - LEAGUE OF CALIFORNIA CITIES					
100-1025-7699	LEAGUE OF CALIFORNIA CITE	2020 Membership Dues	628165		8,896.00
Vendor 0139 - LEAGUE OF CALIFORNIA CITIES Total:					8,896.00
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursemen	2/2020		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 11/2019	201592AL		336,094.42
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 11/2019	201592AL	201914-Sheriff Contract-Cal VI	17,381.12
100-1205-7781	LOS ANGELES COUNTY SHERIF	City of Hope Walk Security 11/3/2019	201844AL		5,619.30
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					359,094.84

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3095 - LUPE VALERIO					
100-1605-7728	LUPE VALERIO	MLK Event Gifts/Supplies	1/17/2020	202009- Duarte's Promise - A	191.93
Vendor 3095 - LUPE VALERIO Total:					191.93
Vendor: 5777 - MAARA'S JUMPERS					
100-1605-7728	MAARA'S JUMPERS	MLK Event Tent Rental	391696	202009- Duarte's Promise - A	110.00
Vendor 5777 - MAARA'S JUMPERS Total:					110.00
Vendor: 4589 - MAILFINANCE					
100-1825-7630	MAILFINANCE	Postage Machine Lease 2/23/20 - 5/22/20	N8120060		703.67
Vendor 4589 - MAILFINANCE Total:					703.67
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	759213-01		116.81
100-1610-7618	MAINTEX INC	Janitorial Supplies	760594-00		384.30
100-1610-7618	MAINTEX INC	Janitorial Supplies	762285-00		854.92
Vendor 5868 - MAINTEX INC Total:					1,356.03
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	2/2020		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: T4113 - MARIA RICE					
100-2120	MARIA RICE	CC Rent Deposit Refund	R83148		500.00
Vendor T4113 - MARIA RICE Total:					500.00
Vendor: T4114 - MARIANO ESPINOZA					
100-2120	MARIANO ESPINOZA	Concrete/Recycle Deposit Refund (2264 Royal Oaks)	R82916		1,500.00
Vendor T4114 - MARIANO ESPINOZA Total:					1,500.00
Vendor: T4111 - MICHELLE LAI					
100-2120	MICHELLE LAI	TC Rent Deposit Refund	R83324		100.00
Vendor T4111 - MICHELLE LAI Total:					100.00
Vendor: 5025 - MONROVIA LOCK SHOP					
100-1410-7980	MONROVIA LOCK SHOP	Citywide Padlocks	23518		624.15
100-1610-7652	MONROVIA LOCK SHOP	Facility Padlocks	23519		124.83
Vendor 5025 - MONROVIA LOCK SHOP Total:					748.98
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Pulbic Safety Lease	2/2020		12,142.00
Vendor 2461 - MVP, LLC Total:					12,142.00
Vendor: 4607 - NAVIA BENEFIT SOLUTIONS					
100-1810-7980	NAVIA BENEFIT SOLUTIONS	2020 Annual Participant Enrollment Fee	10232841		78.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	2020 Plan Year Fee	10232841		600.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 1/2020	10232841		66.95
Vendor 4607 - NAVIA BENEFIT SOLUTIONS Total:					744.95
Vendor: 5094 - OFFICE SOLUTIONS INC					
100-1825-7614	OFFICE SOLUTIONS INC	2019 1099 Forms	I-01700005		80.39
100-1805-7614	OFFICE SOLUTIONS INC	Office Supplies	I-01700044		11.49
Vendor 5094 - OFFICE SOLUTIONS INC Total:					91.88
Vendor: 5498 - PAULA WATSON-GARDNER					
100-1405-7690	PAULA WATSON-GARDNER	Planning Commission Meetin	1/21/2020		50.00
Vendor 5498 - PAULA WATSON-GARDNER Total:					50.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	City Hall Alarm System Installation	1230819		2,248.02
100-1610-7652	POST ALARM SYSTEMS	City Hall Alarm Monitoring 12/13/19 - 1/31/2020	1230820		70.23
100-1610-7652	POST ALARM SYSTEMS	City Hall/Yard Alarm Monitoring 2/1/20 - 2/29/20	1232058		87.56
Vendor 2466 - POST ALARM SYSTEMS Total:					2,405.81

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0768 - RALPHS GROCERY COMPANY					
100-1605-7733	RALPHS GROCERY COMPANY	SC Kick Off 2020 Party Supplie	208268		11.88
Vendor 0768 - RALPHS GROCERY COMPANY Total:					11.88
Vendor: 5791 - RAVEN FIERRO AND THE BAND SWEET HARMONY					
100-1605-7733	RAVEN FIERRO AND THE BAN	SC Lunch Time Lounge Entertainment	2/19/2020		175.00
Vendor 5791 - RAVEN FIERRO AND THE BAND SWEET HARMONY Total:					175.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Ped Access/Bike Safety Engineering 11/2019	29547		15,706.25
Vendor 0904 - RKA CONSULTING GROUP Total:					15,706.25
Vendor: 4500 - ROXANNE BRECEDA					
100-1020-7711	ROXANNE BRECEDA	Employee Appreciation Supplies	1092020		39.42
Vendor 4500 - ROXANNE BRECEDA Total:					39.42
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	2/2020		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 5497 - SARA VASQUEZ					
100-1405-7690	SARA VASQUEZ	Planning Commission Meetin	1/21/2020		50.00
Vendor 5497 - SARA VASQUEZ Total:					50.00
Vendor: 5871 - SHANNON DIVERSIFEID INC					
100-1610-7652	SHANNON DIVERSIFEID INC	Snack Bar Exhaust Hood Service	78355		410.00
Vendor 5871 - SHANNON DIVERSIFEID INC Total:					410.00
Vendor: 5409 - SHRED-IT USA LLC					
100-1825-7980	SHRED-IT USA LLC	Document Shredding	8128991407		295.39
Vendor 5409 - SHRED-IT USA LLC Total:					295.39
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 12/201	26237		13,771.88
100-1015-7684	SILVER & WRIGHT LLP	2163 Huntington Dr Legal 12/2019	26237		2,441.60
100-1015-7684	SILVER & WRIGHT LLP	1939 Wardell Legal 12/2019	26237		327.00
Vendor 5441 - SILVER & WRIGHT LLP Total:					16,540.48
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	11278		218.41
100-1010-7980	SMART & FINAL	City Manager Interview Supplies/Food	38312		90.62
100-1605-7733	SMART & FINAL	SC 2020 Kick Off Party Dessert	38819		180.81
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	38820		62.72
100-1605-7733	SMART & FINAL	Senior Ctr Dinner Supplies	66333		94.84
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	44252		75.71
100-1605-7728	SMART & FINAL	MLK Refreshments	67725	202009- Duarte's Promise - A	85.28
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	53416		78.23
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	53417		132.79
Vendor 0209 - SMART & FINAL Total:					1,019.41
Vendor: 5650 - SOUTHLAND SPORTS OFFICIALS					
100-1605-7010	SOUTHLAND SPORTS OFFICIA	Basketball Officiating	1252020		210.00
Vendor 5650 - SOUTHLAND SPORTS OFFICIALS Total:					210.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3419570346		16.41
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3433519283		15.32
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3433519285		15.32
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3433519288		13.13
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3435751140		43.03
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3435751141		8.97
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3435928250		198.85

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3436157580		59.15
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3436157581		132.05
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice # 3435751140	3436384087		-8.76
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3436384088		8.75
100-1605-7735	STAPLES ADVANTAGE	TC Butcher Paper	3436384089		86.49
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3436384090		52.24
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3437059203		144.50
Vendor 2688 - STAPLES ADVANTAGE Total:					785.45
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursemen	2/2020		218.00
Vendor 0083 - STEVE ESBENSHADE Total:					218.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE	Citywide Graffiti Removal 12/2019	16162		1,199.75
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,199.75
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7631	THE TECHNOLOGY DEPOT INC	Annual Hardware Support 1/1/20 - 12/31/20	12251		3,095.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					3,095.00
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Suspicion' Screening & Presentation	2/20/2020		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: T4112 - TINA DOMINGUEZ					
100-2120	TINA DOMINGUEZ	ROP Bldg Rent Deposit Refun	R83394		150.00
Vendor T4112 - TINA DOMINGUEZ Total:					150.00
Vendor: 5938 - TINA HEANY					
100-1405-7690	TINA HEANY	Planning Commission Meetin	1/21/2020		50.00
Vendor 5938 - TINA HEANY Total:					50.00
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	2/2020		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 0567 - TZEITEL PARAS-CARACCI					
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	2/2020		75.00
Vendor 0567 - TZEITEL PARAS-CARACCI Total:					75.00
Vendor: 4484 - U.S. BANK					
100-1405-7612	U.S. BANK	Lg Data File Transfer Subscription (Hightail)	1272020CH		15.99
100-1405-7614	U.S. BANK	Office Supplies (Amazon)	1272020CH		13.11
100-1405-7980	U.S. BANK	Street Sign Sales Shipping (Shopify)	1272020CH		188.36
100-1005-7650	U.S. BANK	Toney Lewis League Conf Hotel (Hyatt Regency)	1272020KP		605.94
100-1010-7980	U.S. BANK	Council Food 1/14/20 (Janet's Mediterranean)	1272020KP		210.04
100-1020-7711	U.S. BANK	Employee Appreciation Decorations	1272020KP		26.26
100-1020-7711	U.S. BANK	Annual Awards Dinner Supplies (Amazon)	1272020KP		197.53
100-1020-7711	U.S. BANK	Annual Awards Dinner Supplies (Trader Joe's)	1272020KP		476.61
100-1020-7712	U.S. BANK	Hootsuite 1/2/2020 - 2/1/202	1272020KP		14.99
100-1020-7712	U.S. BANK	Facebook Ads	1272020KP		20.00
100-1020-7726	U.S. BANK	Adobe Creative Cloud	1272020KP		34.99
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Costco)	1272020KP		417.33

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Party City)	1272020KP		42.63
100-1020-7980	U.S. BANK	Annual Awards Dinner (Trader Joe's)	1272020KP		127.54
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Bed Bath & Beyond)	1272020KP		100.41
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies Smart & Final)	1272020KP		473.68
100-1020-7980	U.S. BANK	Annual Awards Dinner Supplies (Vons)	1272020KP		509.66
100-1205-7980	U.S. BANK	Facebook Ads (Tobacco Free Tuesdays)	1272020KP	201904-Other Exp-Tobacco Gr	20.00
100-1405-7612	U.S. BANK	Adobe Creative Cloud	1272020KP		76.45
100-1605-7733	U.S. BANK	SC Netflix	1272020KP		8.75
100-1605-7735	U.S. BANK	TC Netflix	1272020KP		12.99
100-1805-7980	U.S. BANK	Microsoft 365 12/27/19 - 1/26/20	1272020KP		12.00
100-1810-7614	U.S. BANK	HR Stamp (Getstamps.com)	1272020KP		49.45
100-1810-7980	U.S. BANK	Tablecloth Dry Cleaning (Nature's Cleaner)	1272020KP		225.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud	1272020KP		330.20
100-1815-7632	U.S. BANK	HR/Michelle-Adobe Acropro	1272020KP		14.99
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	1272020KP		20.08
100-1825-7688	U.S. BANK	Victoria Rocha 2020 Used Oil Training & Symposium	1272020KP	202001-Used Oil-Expense-OP	613.80
100-1825-7688	U.S. BANK	Victoria Rocha 2020 Used Oil Training Airfare	1272020KP	202001-Used Oil-Expense-OP	117.96
100-2123	U.S. BANK	Special Event Insurance 10/1/19 - 12/31/19	1272020KP		891.00
100-1005-7647	U.S. BANK	Liz Reilly SGV Update Luncheon 1/29/2020	1272020ME		55.00
100-1005-7647	U.S. BANK	Liz Reilly Coffee & Conversation 1/23/20-Starbuc	1272020ME		35.90
100-1005-7647	U.S. BANK	Liz Reilly SGVCOG Affordable Housing Forum 2/13/20	1272020ME		22.85
100-1010-7980	U.S. BANK	Manuel Enriquez Mtg w/Council Member (Outback)	1272020ME		51.48
100-1010-7980	U.S. BANK	Annual Awards Dinner Supplies (Michael's)	1272020ME		12.39
100-1010-7980	U.S. BANK	City Manager Interview Food 1/9/20 -Youngs Gourmet	1272020ME		13.10
100-1010-7980	U.S. BANK	Awards Dinner Committee Mtg Breakfast (Panera)	1272020ME		59.79
100-1010-7980	U.S. BANK	City Manager Interview Food 1/9/20 (Qdoba)	1272020ME		65.37
100-1010-7980	U.S. BANK	Awards Dinner Setup Lunch 1/20/20 (Duarte Pizza)	1272020ME		24.14
100-1020-7712	U.S. BANK	Spotify	1272020ME		9.99
100-1605-7012	U.S. BANK	2020 Facility Fee (American Red Cross)	1272020ME		1,170.00
100-1605-7733	U.S. BANK	SC Saltine Crackers (Amazon)	1272020ME		16.00
100-1605-7733	U.S. BANK	SC Ping Pong Paddles (Amazo	1272020ME		35.88
100-1605-7733	U.S. BANK	SC Calendar (Amazon)	1272020ME		9.29
100-1605-7733	U.S. BANK	SC Command Strips/Refills (Amazon)	1272020ME		158.65
100-1605-7735	U.S. BANK	Teen Ctr Event Food 1/8/20 (Little Caesars)	1272020ME		27.35
100-1605-7735	U.S. BANK	TC Portable Speaker/Sound (Amazon)	1272020ME		175.19
100-1605-7735	U.S. BANK	MLK Essay Contest Winner Pirzes (Smart & Final)	1272020ME		83.90
100-1605-7741	U.S. BANK	Youth Sports Supplies (Amazon)	1272020ME		126.67

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7745	U.S. BANK	Boxing Equipment (Title Boxing)	1272020ME		2,233.37
100-1605-7745	U.S. BANK	Victor Valenzuela 2020 USA Boxing Membership	1272020ME		85.00
100-1605-7745	U.S. BANK	Boxing Equipment (Pro Boxing Equipment)	1272020ME		1,145.03
100-1605-7745	U.S. BANK	Boxing Tournament Flight 2/2020 (Expedia)	1272020ME		295.80
100-1605-7745	U.S. BANK	Luis Valenzuela 2020 USA Boxing Membership	1272020ME		85.00
100-1605-7745	U.S. BANK	Daniel Sanchez 2020 USA Boxing Membership	1272020ME		85.00
100-1605-7980	U.S. BANK	Concert Share Registration (4) 1/16/2020	1272020ME		82.00
100-1610-7618	U.S. BANK	SC Coffee Sleeves (Amazon)	1272020ME		66.58
100-1610-7652	U.S. BANK	Tablecloth Dry Cleaning (Nature's Cleaner)	1272020ME		210.00
Vendor 4484 - U.S. BANK Total:					12,308.46
Vendor: 6055 - VICTORIA ROCHA					
100-1825-7688	VICTORIA ROCHA	Cal Recycle So Cal Exchange	1/28/2020	202001-Used Oil-Expense-OP	70.79
Vendor 6055 - VICTORIA ROCHA Total:					70.79
Vendor: 6113 - WARDS SERVICE					
100-1610-7650	WARDS SERVICE	Vehicle 20 PM Service	78907		105.44
Vendor 6113 - WARDS SERVICE Total:					105.44
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	78823374		120.88
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	78854126		208.60
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					329.48
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Senior Ctr 1/2020	7782744		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Cmty Ctr 1/2020	7782745		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-City Hall 1/2020	7782746		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-FC/Pool 1/2020	7782747		60.00
100-1610-7652	WESTERN EXTERMINATOR CO	Pest Control Svcs-Teen Ctr 1/2020	7782748		60.00
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					300.00
Vendor: 4797 - WEX BANK					
100-1410-7650	WEX BANK	Fuel-CNG 12/1/19 - 12/31/19	63056700		105.97
Vendor 4797 - WEX BANK Total:					105.97
Fund 100 - GENERAL FUND Total:					808,692.52
Fund: 220 - GAS TAX FUN					
Vendor: 6141 - JTB SUPPLY COMPANY					
220-2205-8100	JTB SUPPLY COMPANY	11' Sign Arms	106783		12,285.90
Vendor 6141 - JTB SUPPLY COMPANY Total:					12,285.90
Fund 220 - GAS TAX FUN Total:					12,285.90
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC					
240-2405-7888	CONSOLIDATED ELECTRICAL D	Citywide Street Light Supplies/Repairs	3301-529094		671.07
Vendor 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total:					671.07
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					671.07

Council Warrant Register By Vendor

Payment Dates: 01292020 - 02112020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-8061	LDM ASSOCIATES INC	FY20 ADA Curb Ramp Admin 12/2019	6494	202010-ADA Curb Ramps & (C	1,300.00
Vendor 5438 - LDM ASSOCIATES INC Total:					1,300.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,300.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIFF	Sheriff Contract 11/2019	201592AL		10,000.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					10,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					10,000.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
440-4405-7619	CITY OF MONROVIA	Fuel-Transportation Dept 12/2019	2001464		346.68
Vendor 0903 - CITY OF MONROVIA Total:					346.68
Vendor: 3192 - Foothill Transit					
440-4405-8013	FOOTHILL TRANSIT	10th Installment of 3rd Bus 1/2020	F2802-012020		4,523.11
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2019	SI007245		22,030.48
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 12/2019	SI007246		22,557.42
Vendor 3192 - Foothill Transit Total:					49,111.01
Vendor: 5094 - OFFICE SOLUTIONS INC					
440-4405-7614	OFFICE SOLUTIONS INC	Wall Calendar	I-01702852		18.39
Vendor 5094 - OFFICE SOLUTIONS INC Total:					18.39
Fund 440 - PROPOSITION A TRANSIT FUND Total:					49,476.08
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - Foothill Transit					
460-4605-8013	FOOTHILL TRANSIT	10th Installment of 3rd Bus 1/2020	F2802-012020		2,544.25
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2019	SI007245		18,024.94
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 12/2019	SI007246		18,456.07
Vendor 3192 - Foothill Transit Total:					39,025.26
Fund 460 - PROPOSITION C TRANSIT FUND Total:					39,025.26
Grand Total:					921,450.83

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	808,692.52
220 - GAS TAX FUN	12,285.90
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	671.07
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	1,300.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	10,000.00
440 - PROPOSITION A TRANSIT FUND	49,476.08
460 - PROPOSITION C TRANSIT FUND	39,025.26
Grand Total:	921,450.83

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7646	Travel & Exp - Paras	75.00
100-1005-7647	Travel & Exp - Reilly	113.75
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7649	Travel & Exp - Urias	75.00
100-1005-7650	Travel & Exp - Lewis	680.94
100-1010-7980	Other Expenses	770.19
100-1015-7684	Code Enforcement Legal	16,540.48
100-1015-7686	Other Legal Services	210.00
100-1020-7711	Employee Recognition C	739.82
100-1020-7712	Community Information	546.49
100-1020-7726	Council Cablecasting	34.99
100-1020-7980	Other Expenses	18,291.25
100-1025-7699	League Of Calif Cities	8,896.00
100-1205-7650	Vehicle Maintenance	1,107.89
100-1205-7761	Parking Ticket Collect	2,278.09
100-1205-7779	Youth Programs	84.36
100-1205-7781	Contract Law Enforceme	363,236.21
100-1205-7782	Crossing Guard Contract	2,454.14
100-1205-7787	Public Safety Cntr Lease	12,142.00
100-1205-7887	Repairs & Replacements	850.00
100-1205-7980	Other Expenses	1,981.30
100-1205-8030	Other Equipment	285.44
100-1405-7612	Publications and Dues	92.44
100-1405-7614	Office Supplies	456.18
100-1405-7650	Vehicle Maintenance	38.43
100-1405-7690	Planning Commission	200.00
100-1405-7965	Professional Services	5,472.50
100-1405-7967	Public Works Inspection	2,037.00
100-1405-7969	City Engineer	18,265.25
100-1405-7975	Economic Development	437.50
100-1405-7980	Other Expenses	188.36
100-1410-7650	Vehicle Maintenance	1,115.43
100-1410-7814	Graffiti Removal	1,199.75
100-1410-7980	Other Expenses	842.06
100-1605-7010	Playgrd Superv Salaries	210.00
100-1605-7012	Aquatics Salaries	1,170.00
100-1605-7614	Office Supplies	69.15
100-1605-7650	Vehicle Maintenance	164.32
100-1605-7728	Americorp's VIP Progra	387.21
100-1605-7730	Special Events	53.33
100-1605-7733	Senior Center	1,199.46
100-1605-7735	Teen Center	1,287.61
100-1605-7736	Recreation Classes	425.25
100-1605-7737	Adult Excursions	630.00
100-1605-7739	Publicity	50.00

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7741	Sports/Playground Progr	126.67
100-1605-7744	Nutrition Program Costs	315.36
100-1605-7745	Boxing Program	3,929.20
100-1605-7750	Bus Rentals	1,946.01
100-1605-7980	Other Expenses	82.00
100-1610-7617	Pool Chemicals	532.83
100-1610-7618	Building Supplies	2,271.93
100-1610-7636	Uniforms	68.01
100-1610-7650	Vehicle Maintenance	289.20
100-1610-7652	Building Maint Services	6,768.07
100-1610-8100	Other Capital Improvem	289,292.00
100-1805-7610	Travel, Mtgs & Conf	39.30
100-1805-7614	Office Supplies	63.73
100-1805-7980	Other Expenses	15,012.00
100-1810-7614	Office Supplies	49.45
100-1810-7660	Other Services	9,000.00
100-1810-7980	Other Expenses	969.95
100-1815-7631	Equipment Maintenance	3,095.00
100-1815-7632	Software Maintenance	345.19
100-1815-7830	Telephones	20.08
100-1825-7613	Duplications And Photos	319.96
100-1825-7614	Office Supplies	80.39
100-1825-7630	Equipment Lease	1,972.89
100-1825-7631	Equipment Maintenance	579.76
100-1825-7674	Retiree Health Insurance	2,525.00
100-1825-7688	Oil Recycling Grant	827.55
100-1825-7980	Other Expenses	295.39
100-2012	Green Building Fees Pay	355.00
100-2013	Strong Motions Fees Pay	1,603.30
100-2120	Refundable Deposits	2,250.00
100-2123	Special Event Insurance (	891.00
100-2126	Construction and Demol	9,800.00
100-2127	Retention Payable	-14,464.60
100-5004	Other Revenue	-115.67
100-5005	Taxable Sales	22.00
220-2205-8100	Other Capital Improvem	12,285.90
240-2405-7888	Repairs-Citywide	671.07
260-2605-8061	ADA Curb Ramps (Capita	1,300.00
290-2905-7781	Contract Law Enforceme	10,000.00
440-4405-7614	Office Supplies	18.39
440-4405-7619	Fuel And Oil	346.68
440-4405-7960	Foothill Transit Operatio	44,587.90
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	36,481.01
460-4605-8013	Vehicles	2,544.25
Grand Total:		921,450.83

Project Account Summary

Project Account Key	Payment Amount
None	605,109.15
201904-Other Exp-Tobacco Grant	1,981.30
201914-Sheriff Contract-Cal VIP	17,381.12
201935-Prof Svcs-GIS Upgrade	5,172.50
202001-Used Oil-Expense-OPP9-18-0016 FY18/19	827.55
202009- Duarte's Promise - America's Promise Exp	387.21
202010-ADA Curb Ramps & (Construction)	1,300.00
202017-Infrastructure Modernization Program	289,292.00

Project Account Summary	
Project Account Key	Payment Amount
202017-Infrastructure Modernization Program	
Grand Total:	<u>921,450.83</u>

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
UPDATING THE ASSISTANT CITY ATTORNEY DESIGNATION**

WHEREAS, the City of Duarte contracts for City Attorney services with the law firm of Rutan & Tucker, LLP; and

WHEREAS, pursuant to that agreement and subsequent resolutions of the City Council, the City previously made designations of Rutan and Tucker attorneys to serve as Assistant City Attorneys; and

WHEREAS, the City Council desires to restate and update those designations;

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

Section 1. The City Council hereby designates Ms. Thai Viet Phan of Rutan & Tucker as Assistant City Attorney to replace Alisha Patterson. Ms. Phan shall file a Form 700 Assuming Office Statement with the City Clerk within thirty (30) days of the date of this Resolution.

Section 2. All prior Resolutions on the designation of Rutan & Tucker attorneys as the City Attorney and as Assistant City Attorneys are superseded.

Section 3. The City Clerk shall certify to the adoption of this Resolution and this Resolution shall take effect upon its adoption.

PASSED, APPROVED, AND ADOPTED this 11th day of February, 2020.

Mayor Samuel Kang

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 20-02 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 11th day of February, 2020, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



MEMORANDUM

TO: Mayor and City Council
FROM: Manuel Enriquez, Interim City Manager & Parks and Recreation Director
DATE: February 5, 2020
SUBJECT: Agreement with Pyro Spectaculars for Independence Day Celebration
Fireworks Display on July 3, 2020

RECOMMENDATION:

Staff recommends that City Council authorize the Interim City Manager to execute this agreement with Pyro Spectaculars in the amount of \$23,000.00 for the production of the fireworks display at the City's second Independence Day Celebration and Fireworks Show on July 3, 2020.

BACKGROUND

Last year, the City of Duarte held its first Independence Day Celebration and Fireworks Show on July 3rd at Duarte Sports Park. The free event offered residents a safe alternative to celebrate America's birthday and included live entertainment, food trucks, a game zone, various vendor booths and concluded with a twenty-minute fireworks show. Based on City Council feedback, event attendance and public response, staff allocated in this year's budget \$45,000 for a second Independence Day Celebration and Fireworks Show.

DISCUSSION

Practically identical to last year, this year's agreement with Pyro Spectaculars includes a full-service program for our July 3rd celebration. The twenty-minute fireworks display would start at 9:00 p.m. and launch from Duarte Sports Park lower baseball fields. Members of the public would again convene to view the fireworks display on the upper baseball fields at the park. Also included as part of the contract terms and cost:

- Music production and choreography
- Licensed pyrotechnic operator and specialized crew
- Electronic firing system
- Insurance coverage
- Related fireworks permits

FISCAL IMPACT

The cost of this agreement with Pyro Spectaculars is \$23,000.00. Funds are available in the 2019/20 budget under Special Community Events (100-1020-7716).

PYRO SPECTACULARS

by Souza®

2020 Pyrotechnic Proposal



City of Duarte

July 3, 2020

January 29, 2020

City of Duarte
Manuel Enriquez
1600 Huntington Dr.
Duarte, CA 91010

Dear Mr. Enriquez,

Pyro Spectaculars, Inc. is happy to provide our pyrotechnic proposal for your July 3, 2020 event. The following proposal outlines your custom designed **Sky Concert™** Program "A" for the amount of \$23,000.00. The various fireworks elements provided are prepared to shoot from Duarte Sports Park for approximately 20 minutes.

Our full service program includes music production and choreography, the services of a licensed pyrotechnic operator, specialized crew, an electronic firing system, and safety equipment used for support and protection. The price also includes insurance coverage, sales tax and delivery. To help ensure public safety, we work directly with the local fire authority while we apply for all the necessary fire department and other fireworks related permits. Our winning combination of products, people and production capabilities help produce the safest fireworks entertainment package possible.

Your organization will be responsible for payment of all Fire Department permit fees and/or standby firemen fees, if any. The Fire Department may bill you directly for any additional standby fees for inspections. Your organization will also be responsible for providing the display location and all necessary security for the display site.

Enclosed you will find a Product Synopsis, Production Agreement for signature and Scope of Work. Please have one copy of this fully executed agreement returned to our office by February 28, 2020. Your deposit is due on April 3, 2020.

Please take the time to review this proposal in detail. If you wish to discuss any changes in your program or need more information, please call either myself or your Customer Service Representative Maria Barajas at (909) 355-8120 ext. 228.

Sincerely,

PYRO SPECTACULARS, INC.

Christopher Souza

Christopher Souza

PYRO Show Producer

CS/sr

Enclosures

PYRO
SPECTACULARS
by Souza



www.pyrospec.com



Pyro Spectaculars, Inc.

P.O. Box 2329 • Rialto, CA 92377 • Phone: (909) 355-8120 or (888) 477-PYRO • Fax: (909) 355-9813

Product Synopsis • Pyrotechnic Proposal

City of Duarte

PROGRAM A –July 3, 2020

\$23,000.00

Main Body - Aerial Shells

<u>Description</u>	<u>Quantity</u>
◆ 2.5" Sky Concert Selections	120
◆ 3" Sky Concert Selections	260

Total of Main Body - Aerial Shells 380

Pyrotechnic Devices

<u>Description</u>	<u>Quantity</u>
◆ Sousa Platinum Line Custom Multishot Device	300 Shots
◆ Sousa Diamond Line Custom Multishot Device	300 Shots
◆ Sousa Pearl Line Custom Multishot Device	400 Shots
◆ Sousa Ruby Line Custom Multishot Device	500 Shots
◆ Sousa Silver Line Custom Multishot Device	75 Shots

Total of Pyrotechnic Devices 1,575

Grand Finale

<u>Description</u>	<u>Quantity</u>
◆ 2.5" Sky Concert Bombardment Shells	180
◆ 3" Sky Concert Bombardment Shells	120

Total of Grand Finale 300

Grand Total 2,255



PRODUCTION AGREEMENT

This agreement ("Agreement") is made this _____ day of _____, 2020 by and between **Pyro Spectaculars, Inc.**, a California corporation, hereinafter referred to as ("PYRO"), and **City of Duarte**, hereinafter referred to as ("CLIENT"). PYRO and CLIENT are sometimes referred to as "Party" or collectively as "Parties" herein.

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

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

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

2. **Time and Place** - The Production shall take place on July 3, 2020, at approximately 9:00 p.m., at Duarte Sports Park, 1401 Central Avenue, Duarte, CA, Site.

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

3.1 **Fee** - CLIENT agrees to pay PYRO a fee of \$23,000.00 USD (TWENTY THREE THOUSAND DOLLARS) ("Fee") for the Production. CLIENT shall pay to PYRO \$11,500.00 USD (ELEVEN THOUSAND FIVE HUNDRED DOLLARS) of the Fee plus estimated permit and standby fees, specified production costs, and other regulatory costs approximated at \$00.00 OR an amount to be determined, for a total of \$11,500.00, as a deposit ("Deposit") upon the execution of this Agreement by both parties but no later than April 3, 2020. The balance of the Fee shall be paid no later than July 6, 2020. CLIENT authorizes PYRO to receive and verify credit and financial information concerning CLIENT from any agency, person or entity including but not limited to credit reporting agencies. The "PRICE FIRM" date, the date by which the executed Agreement must be delivered to Pyro, is set forth in paragraph 20.

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

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

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

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

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

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

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

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

The coverage of these policies shall be subject to reasonable inspection by CLIENT. Certificates of Insurance evidencing the required general liability coverage shall be furnished to CLIENT prior to the rendering of services hereunder and shall include that the following are named as additionally insured: CLIENT; Sponsors, Landowners, Barge Owners, if any; and Permitting Authorities, with respect to the operations of PYRO at the Production. Pyrotechnic subcontractors or providers, if any, not covered under policies of insurance required hereby, shall secure, maintain and provide their own insurance coverage with respect to their respective operations and services.

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

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

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

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

14. **Right To Cancel** - CLIENT shall have the option to unilaterally cancel the Production prior to the scheduled date. If CLIENT exercises this option, CLIENT agrees to pay to PYRO, as liquidated damages, the following percentages of the Fee as set forth in Paragraph 3.1. 1) 50% if cancellation occurs 30 to 90 days prior to the scheduled date, 2) 75% if cancellation occurs 15 to 29 days prior to the scheduled date, 3) 100% thereafter. In the event CLIENT cancels the Production, it will be impractical or extremely difficult to fix actual amount of PYRO's damages. The foregoing represents a reasonable estimate of the damages PYRO will suffer if CLIENT cancels the Production.

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

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

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

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

City of Duarte
Program A
July 3, 2020
Page 3 of 4

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

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

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

PRICE FIRM through February 28, 2020
EXECUTED AGREEMENT MUST BE DELIVERED TO PYRO BY THIS DATE.
See PRICE FIRM conditions, paragraph 20, above.

EXECUTED as of the date first written above:

PYRO SPECTACULARS, INC.

City of Duarte

By: _____

By: _____

Its: President

Its: _____

Print Name

SHOW PRODUCER: Christopher Souza

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

Pyro shall provide the following goods and services to CLIENT:

- One Pyro Spectaculars, Inc., Production on July 3, 2020, at approximately 9:00 p.m., at Duarte Park, 1401 Central Avenue, Duarte, CA.
- All pyrotechnic equipment, trained pyrotechnicians, shipping, and pyrotechnic product.
- Application for specific pyrotechnic permits relating to the Production.
- Musical soundtrack for the Production supplied in agreed upon format.
- Insurance covering the Production as set forth in the Agreement with the following limits:

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

CLIENT shall provide to PYRO the following goods and services:

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

To: Members of the Duarte City Council
From: David Cosgrove, City Attorney
Date: February 5, 2020
Re: CITY MANAGER CONTRACT

RECOMMENDATION: Consider and approve an Employment Agreement between the City of Duarte and Daniel Jordan, the successful candidate emerging from City Council's City Manager replacement search, to serve as City Manager.

BACKGROUND: Consistent with the direction given to the City Attorney, and as announced at the Report of Closed Session Agenda Items agenda item from the regular meeting of the Council on January 28, 2020, the City Attorney initiated contract negotiations with Daniel Jordan to serve as the City of Duarte's successor City Manager. Those negotiations proved successful, and have resulted in the Employment Agreement now proposed for City Council approval.

Mr. Jordan was most recently the Director of Finance for the City of Westlake Village, California. He also serves as an Adjunct Assistant Professor with the University of Southern California, Price School of Public Policy. Mr. Jordan brings a strong background in public finance to the City of Duarte, which under current fiscal emergency circumstances is expected to lend both short-term, as well as long-term, benefits for the overall fiscal health of the City. Mr. Jordan has worked both at Westlake Village and La Cañada-Flintridge, which affords him experience with the contract city model used by the City of Duarte. He is also a life-long resident of the San Gabriel Valley region, and therefore brings a deep knowledge and appreciation of the social, economic and political make-up of the region and Duarte's role in each.

DISCUSSION: The Employment Agreement before Council for approval this evening is one Mr. Jordan has agreed to. Mr. Jordan's annual base salary will be Two Hundred Ten Thousand Dollars (\$210,000.00), subject to COLA increases afforded all other employees. He will be eligible for the same benefit package as other managerial employees at the City. In lieu of providing an automobile, Mr. Jordan will be paid a Five Hundred Dollar (\$500.00) monthly automobile allowance. Cell phone, tablet, and digital communication equipment will be provided to him by the City. Mr. Jordan's vacation will be 120 hours (3 weeks), with one half accruing immediately upon assuming office, and the other half accruing six (6) months later. He will also be given sixty (60) hours (1.5 weeks) of Administrative Leave annually, which is consistent with the benefits given to other department heads in the City.

The City Manager will be provided the Severance Pay as specified in Duarte Municipal Code Section 2.12.060, which permits accrual of two (2) months of Severance Pay for every one (1) year of service, up to a maximum of six (6) months. This Severance Pay shall be in addition to any chief executive separation payment City Manager may otherwise be entitled to under the California Joint Powers Insurance Authority's Memorandum of Coverage – Primary Liability Program.

The contract contains a number of other provisions standard in chief executive contracts, and includes a dispute resolution and binding arbitration clause.

FISCAL IMPACT: The fiscal impact as described in the contract terms above. In addition, Mr. Jordan will enroll in the City's PERS program as a Tier 2 employees, 2% at 60. The Employment Agreement also provides for the City to reimburse the City Manager for paid membership in the International City/County Management Association (ICMA); and the California City Management Foundation (CCMF).

ATTACHMENTS:

1. Employment Agreement

EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT (the "Agreement") is made and entered as of this 11th day of February 2020, by and between the CITY OF DUARTE, a public body and general law city of the State of California (the "City"), and DANIEL JORDAN, an individual (the "City Manager"), both of whom understand as follows:

RECITALS:

WHEREAS, the City desires to employ the services of DANIEL JORDAN as the City Manager as provided by the Duarte Municipal Code Chapter 2.12; and

WHEREAS, it is the desire of the City to establish certain conditions of employment and to set working conditions of said City Manager; and

WHEREAS, City Manager desires to accept employment as City Manager of said City.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES.

A. City hereby agrees to employ DANIEL JORDAN as City Manager of said City to perform the functions and duties specified in the Duarte Municipal Code Chapter 2.12, pursuant to Government Code sections 36501, 36506, and 34851 et seq., and as provided by other state and federal law, and to perform other legally permissible and proper duties and functions as the City Council of the City of Duarte (the "City Council") shall from time to time assign.

B. City Manager, with prior written approval of the City Council, may undertake outside professional activities for compensation, including teaching, speaking and writing, provided they do not interfere with City Manager's normal duties, are done only during vacation or other non-working time of City Manager, and are not done with any then-existing vendors or contractors of the City, or past vendors or contractors where conflicts of interest are triggered under state or local law. Under no circumstances shall such outside activity create a conflict with the duties of the City Manager and the interests of the City. The City Council, in its sole discretion, may determine when such a conflict exists.

SECTION 2. TERM.

A. The term of this Agreement shall be from March 3, 2020 (the "Effective Date"), through and including June 30, 2021, unless earlier terminated as provided herein. Thereafter, the parties may renew the Agreement pursuant to their mutual agreement.

B. City Manager shall serve at the pleasure of City Council. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Council acting for the City to terminate the services of City Manager at any time, with or without cause, subject only to the provisions set forth in Section 5 of this Agreement, and the provisions of the Duarte Municipal Code, Chapter 2.12, not otherwise waived hereunder.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Manager to resign at any time from his position with City, subject only to the provision set forth in Section 5, Paragraph G, of this Agreement.

SECTION 3. DUTIES.

Pursuant to Municipal Code Section 2.12.070, City Manager shall devote his full-time work duties to the office of the City Manager. City Manager shall not, while employed by the City, perform any other work for hire, and shall not perform any unpaid or volunteer work that conflicts with performance of his duties as City Manager. City Manager shall perform those duties and have those responsibilities that are commonly assigned to a City Manager of a general law city in the State of California with a council-manager form of government, and as are further set forth in the City's Municipal Code, including but not limited to Chapter 2.12.090 thereof, as may be amended from time to time. The terms of Municipal Code Chapter 2.12, as the same may from time to time be amended, are incorporated herein as though fully set forth. In the event of any conflict between the terms of this Agreement and the terms of Chapter 2.12, the provisions of this Agreement shall prevail pursuant to the authority of the City Council to enter into this Agreement set forth in Municipal Code Section 2.12.120.

SECTION 4. ADMINISTRATIVE LEAVE WITH PAY.

City may place City Manager on Administrative Leave with full pay and benefits at any time during the term of this Agreement. However, if the purpose of placing City Manager on Administrative Leave With Pay is to conduct an investigation into potential wrongdoing, and after that investigation, City Manager is convicted of a crime involving abuse of his/her office or position, then pursuant to Government Code Section 53243, City Manager shall be required to fully reimburse City for any salary or benefits received while on Administrative Leave With Pay. "Abuse of office or position" shall be as defined in Government Code Section 53243.4, as may be amended.

SECTION 5. TERMINATION AND SEVERANCE PAY.

A. The City Council shall have the right at any time during the term of the Agreement, upon thirty (30) days' prior written notice to City Manager, and notwithstanding the provisions of subdivisions (a) through (d) of Municipal Code Section 2.12.110, but subject to the limitation set forth in subdivision (e) of Municipal Code Section 2.12.110 [no dismissal within 90 days of election or appointment of Council member], to terminate this Agreement and City Manager's employment, for any reason or for no reason, by a vote of a majority of the members of the City Council (and not a majority vote of the quorum only, in the event of a meeting where less than the full number of members are present, and the majority of the quorum is less than four votes) voting at regular, adjourned regular, or special meeting of the City Council. If such termination is involuntary and for reasons other than "misconduct in office" or "for cause" as further specified herein, City Manager shall be entitled to receive a severance payment in an amount provided in Duarte Municipal Code section 2.12.060. The severance payment provided for herein shall be in addition to, and not offset by, any payment to which City Manager may otherwise be entitled to, or qualify for, through the Chief Executive Separation Payment provided under the California Joint

Powers Insurance Authority's Memorandum of Coverage – Primary Liability Program.

B. The City Manager and City acknowledge and agree that there is a mutual benefit in advancing and maintaining a positive and non-controversial resolution to the employment relationship. In keeping with the spirit of this provision, and as a condition to the receipt of any amount of severance pay as provided in paragraph 5.A above, and as partial consideration therefor, City Manager agrees not to make any public or private statements critical or disparaging of the City, the City Council, its members, department heads, officers or employees.

C. Pursuant to Government Code sections 53243, 53243.1 and 53243.2, if City Manager is convicted of a crime involving an abuse of his office or position, all of the following shall apply: (1) if City Manager is provided with administrative leave pay pending an investigation, City Manager shall be required to fully reimburse City such amounts paid; (2) if City pays for the criminal legal defense of City Manager (which would be in its sole discretion, as it is generally not obligated to pay for a criminal defense), City Manager shall be required to fully reimburse City such amounts paid. For purposes of this Section, abuse of office or position means either: (1) an abuse of public authority, including waste, fraud, and violation of the law under color of authority; or (2) a crime against public justice, including, but not limited to, a crime described in Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

D. To the extent City Manager's termination is not involuntary, is for misconduct in office, or is otherwise "for cause" as provided below, City Manager shall be entitled to no severance pay from the City. Any of the following, for the purposes of Duarte Municipal Code Section 2.12.110(e), shall constitute "misconduct in office":

(1) conviction of a felony or misdemeanor involving misrepresentation, fraud, or moral turpitude;

(2) knowingly and unlawfully participating in a governmental decision in which he has a conflict of interest as defined in Government Code sections 87100, et seq., or Government Code sections 1090 et seq.;

(3) abuse of alcohol, prescription medications, stimulants, or controlled substances that materially affects City Manager's discharge of his duties;

(4) failure to follow a written directive of the City Council, after written notice of such failure is provided to City Manager;

(5) repeated or recurring unexcused absences from the City Manager office, City Hall, or City Manager's duties;

(6) performance of outside business interests, or participation in transactions, contracts, or financial activities that conflict directly with City's policies or activities, without prior consent of any such conflict in writing by City Council;

(7) conduct that is publicly insubordinate, or humiliating, or demeaning to the City or City Council;

(8) willful destruction or misuse of City property;

(9) willful and unlawful retaliation against any employee, officer, official, manager, agent, or representative of the City, or member of the general public, who in good faith reports, discloses, reveals, or divulges to any appropriate authority, any violation of law, or any facts or information pertaining thereto; and

(10) willful disclosure of closed session confidential communications, attorney-client confidential communications, or other information whose confidentiality is privileged or protected by law.

Apart from such grounds for removal as are otherwise defined under state law, the Duarte Municipal Code, or this Agreement, the determination of what constitutes appropriate "cause" for termination of City Manager shall be within the sole discretion of the City Council.

E. Nothing in this Agreement shall prohibit City from imposing discipline less than termination upon City Manager, including written reprimands, or suspensions. Such discipline may be imposed by City in its discretion.

F. In the absence of grounds for imposing discipline on City Manager, in the event: (1) City at any time during the term of this Agreement reduces the salary or other financial benefits of City Manager in a greater percentage than an applicable across-the-board reduction for all general full-time employees of City; or (2) City refuses, following written notice by City Manager to the City Attorney specifying a breach of this Employment Agreement, to remedy or undertake to remedy any such breach, then City Manager may, at his option, elect to be deemed to be "terminated" as of that time, and shall be entitled to the severance pay from City.

G. In the event City Manager voluntarily resigns his position with City before expiration of the above-referenced term of his employment, then City Manager shall give City no less than sixty (60) days' notice in advance, unless the parties otherwise agree, and City Manager shall not be entitled to any severance pay from City.

SECTION 5. DISABILITY.

If City Manager is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of six (6) successive weeks beyond any accrued sick leave to which City Manager is entitled, or for the legal duration of the Family and Medical Leave Act (whichever is greater), City shall have the option to terminate this Agreement. Termination pursuant to this Section will not subject the City to payment of severance pay. However, City Manager shall be compensated for any accrued vacation, holidays, and other accrued benefits on the same basis as any other employee of the City pursuant to the Personnel Rules.

SECTION 6. SALARY AND BENEFITS.

A. Salary.

City agrees to pay City Manager for his services rendered pursuant hereto an annual base

salary of Two Hundred Ten Thousand Dollars (\$210,000.00) ("Base Salary"), effective on March 4, 2020 ("Base Salary Effective Date"), payable in equal installments at the same time as other employees of the City are paid. In addition to Base Salary, City Manager shall be entitled to any future cost of living ("COLA") increases after the Effective Date that are provided to other general full-time employees of the City. City agrees to review Base Salary and other benefits of City Manager at the time of an annual performance evaluation which shall be initiated in March or April for each year this Agreement is in effect. . It shall be the responsibility of City Manager to advise City each year of the necessity for the annual performance review, and to schedule same, by closed session with the City Council, or other appropriate procedure. Notwithstanding the necessity for at least one annual performance review, City Council may perform other performance reviews of City Manager's performance, at any time. City Council may implement adjustments to salary, other benefits, or both, during the time period of any performance review, provided, however, that consistent with Government Code section 54956, such compensation or benefits may only be modified at a regularly scheduled meeting of the City Council.

B. Benefits.

In addition to the salary referred to in Paragraph 6.A above, City Manager shall receive from City the following benefits:

- (a) the same package(s) of health/medical insurance benefits and dental and vision allowances as available to all other full-time City employees;
- (b) the same package(s) of life insurance and disability insurance as available to all other full-time City employees;
- (c) participation in PERS in the same manner and to the same extent as available to all other full-time City employees;
- (d) automobile expense reimbursement of Five Hundred Dollars (\$500.00) each month;
- (e) provision of a City-owned cellular phone, data plan, tablet, and additional similar communications and computing equipment as deemed appropriate by City Council (excluding desktop computer equipment for use outside City Hall);
- (f) paid membership in the International City/County Management Association (ICMA); and the California City Management Foundation (CCMF).
- (g) paid travel and meeting attendance for City Manager to professional groups and associations related to the City Manager position and industry-related topics, as may be approved by the City Council as part of the annual City budget or subsequent appropriations; provided, however, that any out-of-state business travel or other reimbursed travel requested by City Manager for other members of City staff at the same event for which City Manager receives reimbursed travel must be approved in advance by the City Council; and
- (h) vacation of up to one hundred twenty (120) hours of paid vacation time annually; which shall accrue sixty (60) hours upon the Effective Date of this Agreement, and sixty

(60) hours on the sixth month anniversary, and thereafter all one hundred twenty (120) hours on the anniversary date of the Effective Date. Not more than eighty (80) hours of vacation may be taken consecutively by City Manager without the prior approval of the City Council. Carryover and accrual of vacation time shall be subject to the following provisions: City Manager shall have the option, not later than thirty (30) days prior to end of each fiscal year ending June 30, to provide notice to the City Council that he elects to either (i) be paid for any unused vacation time existing as of the end of that fiscal year just ended, or (ii) carryover to the next fiscal year that began that July 1 such unused vacation time; provided, however, that in no event shall City Manager be permitted to carry over more than eighty (80) hours of unused vacation time for a given year, or cumulatively. In addition, City Manager shall not be permitted to have or accumulate at any time more than two hundred (200) hours of unused vacation time [120 hours of unused vacation time for a particular year plus maximum of 80 hours of carryover of unused vacation time], regardless of the actual number of hours of unused vacation time. Unused vacation time as defined and limited by the foregoing provisions shall be paid to City Manager at the time of expiration or termination of this Agreement, in addition to such severance payment to which City Manager is entitled to under this Agreement, if any.

SECTION 7. HOURS OF WORK.

City Manager has advised City that, due to prior commitments to teaching at the University of Southern California, City Manager will be unavailable to perform City Manager duties on Monday afternoons, from the Effective Date through April 27, 2020. City has agreed to accommodate this scheduling constraint, without offset of any compensation, vacation or other accrual, or other benefit of employment (including Administrative Time Off) provided hereunder, City Manager shall use his best faith efforts to respond timely, after normal business hours if necessary, to any exigent situation or circumstance that may arise during such interim period of unavailability. In addition to working normal business hours, it is recognized that City Manager must devote time outside the normal office hours to business of the City. In consideration for these obligations, City Manager shall have sixty (60) hours annually of Administrative Time Off. Thirty (30) of such hours shall accrue upon the Effective Date, and thirty (30) additional hours shall accrue six (6) months after the Effective Date. Sixty (60) additional hours shall accrue each anniversary of the Effective Date thereafter. Administrative Time Off shall not carryover year to year, and will not be paid upon termination or separation of City Manager from employment, but instead any unused Administrative Time Off at the time of termination or other separation will be forfeited.

SECTION 8. OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

A. The City Council, in consultation with the City Manager, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of City Manager, provided such terms and conditions are not inconsistent or in conflict with the provisions of this Agreement, the Duarte Municipal Code or any applicable state or federal law.

B. All regulations and rules of the City relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also apply to City Manager as they would to

other general full-time employees of City, in addition to the benefits specifically set forth herein for the benefit of City Manager.

SECTION 9. SURETY BOND.

In accordance with Municipal Code Section 2.12.040, it is mutually understood and agreed that City Manager will file with the City Council, prior March 30, 2020, a corporate surety bond to be approved by the City Council to secure the faithful performance of the duties imposed upon City Manager as City Manager. The amount of the surety bond required herein shall be One Million Dollars (\$1,000,000.00). Said bond shall be paid for by the City as provided in Municipal Code Section 2.12.040. Alternatively, this requirement may be met by the City securing no less than One Million Dollars (\$1,000,000.00) of Government Crime insurance, which covers the activities of the City Manager.

SECTION 10. ARBITRATION.

A. Dispute Resolution and Binding Arbitration.

City Manager and City agree that any dispute that arises out of or relates to City Manager's employment with City, including but not limited to any dispute that concerns the validity, enforceability, or breach of this Agreement, or any dispute against any present or former officer, director, employee, agent, attorney, or insurer of the City, shall be submitted to binding arbitration. City Manager represents and warrants to City that his agreement to submit any disputes hereunder to binding arbitration is voluntary, and City Manager acknowledges that such arbitration has not been required by City as a condition of employment. In this regard, City Manager understands and knowingly waives any contrary provision or protection under California Labor Code section 432.6. City Manager and City agree that any claim arising hereunder shall be brought in the individual capacity of the City Manager or City, and not as a collective or representative claim on behalf of any person or class. Nothing in this section shall prevent City Manager from filing or maintaining a charge with the United States Equal Employment Opportunity commission or the National Labor Relations Board, from making a workers' compensation claim, or from seeking unemployment benefits. Disputes that may not be subject to pre-dispute arbitration agreement by law are excluded from this Agreement. City shall be responsible for payment of the costs of the services of the arbitrator. City Manager will not be subject to any retaliation or discrimination if City Manager seeks to challenge this arbitration provision or participate in a class or collective action. The arbitration shall take place in Los Angeles County, California, and both City and City Manager agree to submit to the jurisdiction of the arbitrator selected in accordance with rules and procedures as they shall mutually agree, or in the absence of such agreement, under the arbitration rules of JAMS. Except as to the right to a hearing under Duarte Municipal Code section 2.12.110(b), City Manager and City agree that this arbitration procedure will be the exclusive means of redress for any disputes relating to or arising from City Manager's employment with City, including disputes over rights provided by federal, state, or local statutes, regulations, ordinances, and common law, including all laws that prohibit discrimination based on any protected classification. The parties each expressly waive the right to a jury trial, and agree that the arbitrator's award shall be final and binding on the parties, provided that any award shall be reviewable by a court of law to the fullest extent allowed by law, including for any error of law by the arbitrator. The arbitrator shall have discretion to award monetary and other damages, or to

award no damages, and to fashion any other relief the arbitrator deems appropriate, but only to the extent consistent with law. The parties expressly agree that each party shall bear its own costs and attorneys' fees incurred in bringing or defending an action under this Section, to the fullest extent allowed by law at the time of the arbitration. By their initials below, each signing party acknowledges that it understands it is waiving its right to trial by jury of any issues arising under this Agreement, and is knowingly and voluntarily waiving them:

City Initials: _____

City Manager Initials: _____

SECTION 11. NOTICES.

Notices pursuant to this Agreement shall be given by: (1) email with verification of delivery; (2) personal delivery; (3) overnight delivery service with confirmation; or (4) deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

CITY: CITY OF DUARTE
1600 Huntington Drive
Duarte, CA 91010
Attn: City Clerk
email: makana@accessduarte.com

with copy to: RUTAN & TUCKER, LLP
611 Anton Blvd., Suite 1400
Costa Mesa, CA 92626
Attn: David B. Cosgrove, Esq.
email: dcosgrove@rutan.com

CITY MANAGER: DANIEL JORDAN
1034 Nithsdale Road
Pasadena, CA 91105
email: danandcyjordan@yahoo.com

Notice shall be deemed given as of the date of personal, overnight delivery, email, or facsimile service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

SECTION 12. GENERAL PROVISIONS.

A. This Agreement shall constitute the entire agreement between the parties. No prior oral or written communications are incorporated herein.

B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of City Manager.

C. This Agreement may be signed in counterparts with signature pages transmitted by email, facsimile, personal delivery or overnight delivery, all of which will be treated as originals.

D. If any provision, or any portion thereof, contained in this Agreement is held

unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

E. No officer, official, City manager, agent, or representative of the City shall be personally liable to City Manager in the event of any default or breach by the City of this Agreement or for any amount which may become due to City Manager under this Agreement or for breach by City of any of the terms of this Agreement.

F. Governing Law; Remedies; Attorneys' Fees/Litigation Matters; Waivers.

(1) The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement.

(2) In addition to any other rights or remedies and consistent with the arbitration clauses applicable hereunder, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall City Manager be entitled to economic or consequential damages or to punitive damages.

(3) Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party. The rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

(4) Waivers of the provisions of this Agreement by any party hereto shall not be effective unless in writing.

G. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, including but not limited to any recruitment brochures or materials, are merged into this Agreement and shall be of no further force or effect.

H. Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

I. Amendment; Modification. This Agreement may be amended or modified only by a written instrument approved as to form by the City Attorney and signed by both parties after approval of same by a majority of the members of the City Council voting in open session at regular, adjourned regular, or special meeting of the City Council.

J. Time for Approval. Once this Agreement has been signed by City Manager and delivered to the Mayor, it shall thereafter be null and void unless approved by a majority of the members of the City Council voting in open session at regular, adjourned regular, or special meeting of the City Council, not later than February 25, 2020.

IN WITNESS WHEREOF, the City of Duarte has caused this Agreement to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, and the City Manager has signed and executed this Agreement, both in duplicate, to become effective as of the Effective Date.

CITY:

CITY OF DUARTE

By: _____
Samuel Kang, Mayor
City of Duarte

ATTEST:

Marla Akana, City Clerk
City of Duarte

APPROVED AS TO FORM:

RUTAN & TUCKER, LLP

By: _____
David B. Cosgrove, City Attorney
City of Duarte

CITY MANAGER:

DANIEL JORDAN, an individual

Duarte City Councilmember Meeting Attendance Report

Per Government Code Section 53232.3 (d): Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

City Council Agenda dated February 11, 2020

COUNCILMEMBER NAME	EVENT DESCRIPTION	DATE OF EVENT	PURPOSE/VALUE
Sam Kang	None reported as of February 5, 2020		
Bryan Urias	None reported as of February 5, 2020		
Tzeitel Paras-Caracci	None reported as of February 5, 2020		
John Fasana	None reported as of February 5, 2020		
Liz Reilly	Coffee & Conversation with Councilmember Liz Reilly Kathryn Barger Update Luncheon Rivers and Mountains Conservancy Meeting CCCA Executive Board Meeting	1/25/20 1/29/20 2/3/20 2/5/20	Coffee Lunch Mileage Mileage
Margaret Finlay	None reported as of February 5, 2020		
Toney Lewis	None reported as of February 5, 2020		

Meetings attended that did not require financial support from the City.

COUNCILMEMBER NAME	EVENT DESCRIPTION	DATE OF EVENT	PURPOSE/VALUE
Sam Kang	None reported as of February 5, 2020		
Bryan Urias	None reported as of February 5, 2020		
Tzeitel Paras-Caracci	None reported as of February 5, 2020		
John Fasana	None reported as of February 5, 2020		
Liz Reilly	San Gabriel Mountains Community Collaborative Food Demo at Duarte Library Foothill Family Advisory Board Meeting Duarte Chamber Networking Lunch Workforce Development Meeting Duarte Museum Horseless Carriage Event	1/23/20 1/25/20 1/27/20 1/28/20 1/29/20 1/30/20	
Margaret Finlay	None reported as of February 5, 2020		
Toney Lewis	None reported as of February 5, 2020		