

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: January 19, 2022
SUBJECT: Comments on Agenda Items, Meetings of January 25, 2022

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

ITEM 4.B. (Special Items). The Upper San Gabriel Valley Municipal Water District will provide the City Council with a brief overview of the State-wide drought and local water resources in the Main San Gabriel Basin.

ITEM 4.C. (Special Items). Dominic Milano, the City's outgoing City Engineer, will be recognized and honored for his 40 years of service to the Duarte community.

ITEM 4.D. (Special Items). The San Gabriel Valley Council of Governments (SGVCOG) will recognize the City of Duarte for its extensive efforts in the area of energy efficiency.

ITEM 4.E. (Special Items). Brenda Trainor, a member of the Board of Directors of Madia Tech Launch, will address the City Council on the "Digital Divide in Duarte", including an update on the activities of the Los Angeles/Orange County Regional Broadband Consortia.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council authorize a letter of support for the San Gabriel Valley Council of Governments (SGVCOG's) San Gabriel Valley Regional Community Wildfire Protection Plan grant application for the Fire Prevention Grants Program.

ITEM 7.H. (Consent Calendar). Staff is recommending that the City Council authorize a letter of support for the San Gabriel Valley Council of Governments (SGVCOG's) San Gabriel Valley Regional Wildfire Adaptation and Outreach Program grant application for the Fire Prevention Grants Program

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council adopt Resolution No 22-05, which would authorize the submittal of a grant application for the CalRecycle SB 1383 Local Assistance Grant Program. Under the program, the City would receive a minimum grant of \$20,000 to support the implementation of SB 1383.

ITEM 7.J. (Consent Calendar). Staff is recommending that the City Council adopt Ordinance No. 906, which would amend the Duarte Municipal Code regarding the terms of City Commissioners. Specifically, under the proposed ordinance, commissioner terms would begin in January of odd-numbered years and end in December of even-numbered years. This is a second reading of the ordinance, and, if adopted, would go into effect in 30 days.

Respectfully submitted,

Dr. Daniel Jordan
City Manager

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Regional Broadband Workshop Project Summary Report

In cooperation with the Los Angeles/Orange County Regional Broadband Consortium (LA/OCRBC) and BizFed Institute, MADIA Tech Launch coordinated a case study to explore how a small contract city might be able to engage in a public/private partnership with an internet service provider to expand the reach and competitiveness of internet services to its residents and businesses.

The purpose of the project was to present the findings of this exploration to a **Regional Broadband Workshop**, held online on 6 October 2021 as part of an initiative to “Close the Digital Divide.” MADIA’s effort was funded by the California Emerging Technology Fund.

The City of Duarte (a supporting municipality of MADIA Tech Launch) was asked to participate, along with Giggle Fiber, an independent internet service provider operating in the cities of Arcadia and Monrovia. The San Gabriel Valley project lead was Brenda Trainor, a MADIA Tech Launch board member.

This report reviews the methodology used in the project, summarizes interviews and issues explored, provides copies of the project slides used during the online workshop, and provides internet links from the workshop along with additional resources.

In times such as have been experienced over the extended global pandemic, the need for ubiquitous and affordable broadband services has been emphasized. Like most infrastructure issues, broadband services require continuous planning to keep pace with advances in technology and regulation, as well as with changes in consumer needs and demands, customer adoption rates, and corporate and public investments.

This case study illustrates the need for coordinated analysis of current and potential services and providers, as well as for planning to address needs and solutions. As 2022 approaches, there is an abundance of potential funding from federal, state, regional, county, and local resources that may well be utilized to address local broadband needs and solutions, and to explore business models that will benefit both public and private sectors, contributing to sustainable economic success. The responsibility for such analysis and planning should be assigned to yield accountable progress.

December 2021

Regional Broadband Workshop

Project Summary Report

PROJECT METHODOLOGY

Beginning in September 2021, Brenda Trainor, representing MADIA Tech Launch, was the assigned project lead for the San Gabriel Valley region of the Los Angeles/Orange County Regional Broadband Consortia. She began interviews with key stakeholders in the City of Duarte and with Giggle Fiber to explore if a public/private partnership might be possible.

Giggle Fiber is interested in expanding its service territory beyond its current operations in Monrovia and Arcadia. Anecdotally, the City of Duarte is aware of possible needs for internet service for its residents, institutions, and businesses. Initial conversations with city leadership revealed a willingness to explore opportunities with service providers and to develop a better understanding of community needs.

Consistent with the goals of the LA/OCRBC, research for this project examined access, affordability, and adoption of internet services by reviewing regional resources identifying current broadband infrastructure and issues, and conducting personal interviews with stakeholders.

SUMMARY of FINDINGS

The City is served by Spectrum/Charter and Frontier as the legacy cable and telephone providers, as well as satellite dish service. Frontier is currently upgrading their (previous Verizon Wireline) services with fiber optic technology. The area is also served by a wide range of wireless/cellular providers, but time and resources have not allowed for a thorough review of wireless internet services as a focus of this project.

Preliminary discussions were held with local stakeholder representatives, such as Duarte Unified School District (DUSD), LA County, select member businesses of the Duarte Chamber of Commerce, and the City of Hope (the area's largest local employer), as well as with infrastructure providers, revealing a wide range of service and satisfaction levels throughout the area.

Duarte, as a contract city, owns very little of its own telecommunications infrastructure, and many of its infrastructure-dependent services are provided by LA County, such as engineering and permit review, traffic signalization, fire and police services, and library services. It is challenging to determine accurate mapping of the range of services from internet service providers who may or may not report their infrastructure locations to the City in a manner contributory to such a goal.

Initial findings demonstrate a need for a better understanding of where internet is and is not available, and at what quality, throughout the City. One piece of data, based on census tract data, indicated that 18% of the Duarte population had no in-home internet subscription, and almost 11% had no in-home computer.

Another bit of data was reported from the school district: DUSD distributed approximately 600 hotspots for student use during the period of mandated pandemic distance-learning with about 300 of them being used significantly, supporting the notion that the reach of internet services in the City is not sufficient to meet student demands for home service. Access and affordability seem to be apparent issues.

DUSD also reported that they provide technical support for the families of students who many need assistance to set-up services and use devices in the home. Further, the range of languages other than english throughout the city and school population increased the challenges of providing effective technical support.

Businesses as well as new commercial and residential developments need high-quality and redundant services for both wired and wireless services. This preliminary research confirmed that it is not currently easy to determine the levels, cost, and variety of service providers available geographically, especially for small businesses where any single location may have limited choices for services. Large businesses are likely to need several providers to provide necessary redundancy and backup for their data network systems.

The City of Duarte uses the FlashVote system. This service sends out an email with a short survey to previously-enrolled subscribers. Participants were asked five questions about their internet service and satisfaction levels. Survey findings were reported by the City at the workshop. Key findings were that residents clearly have an interest in additional choices for internet, and that satisfaction levels had room for improvement.

Giggle Fiber was repeatedly mentioned in the open-ended responses to the City's FlashVote survey, indicating that it has an established reputation in the region. At the workshop, the Giggle representative expressed his willingness to work in partnership with any jurisdiction to develop a physical network expansion and business plan for mutual benefit.

CONCLUSIONS

This preliminary research supports the notion that affordable and ubiquitous internet services are necessary to satisfy educational and economic sustainability for community residents, institutions, and businesses. Also, issues of media literacy need to be addressed so that individuals have the technology skills necessary to participate in an information-based economy.

The pandemic has stimulated a variety of federal government funding initiatives for broadband development and the critical infrastructure supporting it. Programs from recent legislation are being developed and existing programs, such as from the Federal Communications Commission, are being expanded or supplemented.

Also, the State of California also has several initiatives underway to support investment in information infrastructure. Programs and projects are underway from the Governor's office and several state agencies, such as the CA Public Utility Commission, the CA Department of Technology, and the CA Department of Transportation. Funds to support middle-mile fiber plant have already been allocated to projects in southern California.

Funds are also available to subsidize subscription costs with direct public funding to internet service providers for those residents in economic need, as well as for schools and libraries. And private philanthropic and corporate investments that address issues of access, affordability, and adoption are available and may provide important contributions from responsible corporations seeking to support adoption of broadband technology applications and device use.

Developing a strategy to identify local and regional information and infrastructure needs, and an understanding of technology advancements and regulatory changes, tracking funding sources, and planning for infrastructure development in collaboration with technology providers will likely serve forward-thinking jurisdictions with resources and sustainable options for economic achievement and significant community benefit.

DOCUMENTATION:

LA/OCRBC workshop:

Link to Text Summary of proceedings:

<https://bizfedinstitute.org/blog/2021-regional-broadband-workshop-key-takeaways/>

Link to YouTube video:

<https://youtu.be/dONR52d2seY>

San Gabriel Valley Region Workshop slides:



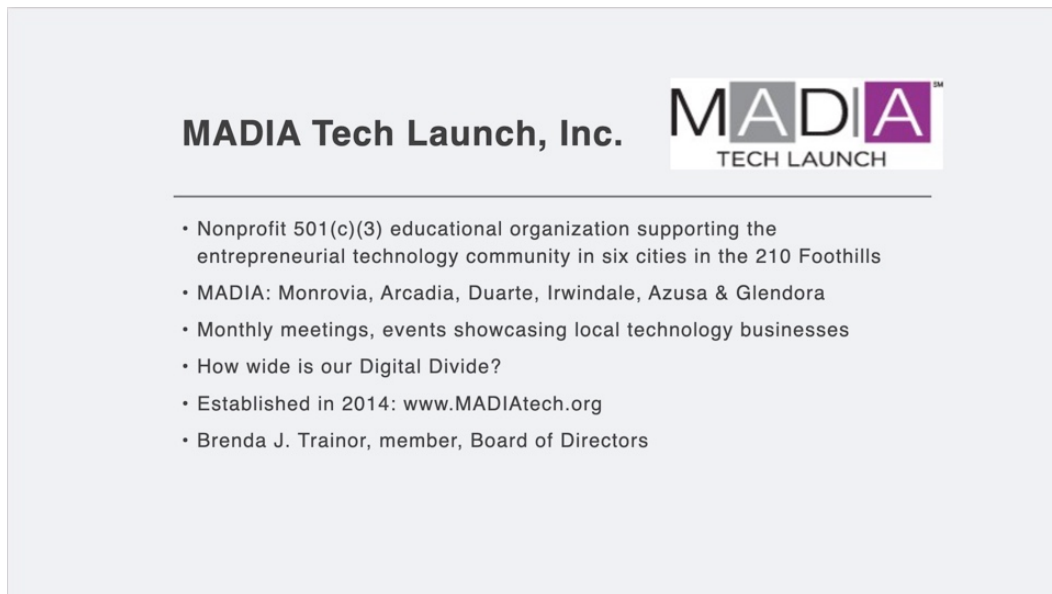
The slide features the LA/OCRBC logo at the top left, which includes a colorful graphic of people holding hands. Below the logo is the text "San Gabriel Valley". To the right is a green and orange logo for the "SGV SAN GABRIEL VALLEY REGIONAL BROADBAND CONSORTIUM". The main text on the slide reads: "Public/Private Partnerships A Case Study: How Can a Small Contract City be an Effective Partner?"

LA/OCRBC
LOS ANGELES-ORANGE COUNTY REGIONAL BROADBAND CONSORTIA

San Gabriel Valley

Public/Private Partnerships
A Case Study:
*How Can a Small Contract City
be an Effective Partner?*

SGV
SAN GABRIEL VALLEY
REGIONAL
BROADBAND
CONSORTIUM



The slide features the MADIA Tech Launch logo at the top right, which consists of the word "MADIA" in a stylized font with a purple square containing the letter "A", and "TECH LAUNCH" below it. The main text on the slide reads: "MADIA Tech Launch, Inc." followed by a list of bullet points.

MADIA Tech Launch, Inc.

- Nonprofit 501(c)(3) educational organization supporting the entrepreneurial technology community in six cities in the 210 Foothills
- MADIA: Monrovia, Arcadia, Duarte, Irwindale, Azusa & Glendora
- Monthly meetings, events showcasing local technology businesses
- How wide is our Digital Divide?
- Established in 2014: www.MADIAtech.org
- Brenda J. Trainor, member, Board of Directors

Giggle Fiber



- Internet Service Provider
- Operating in Monrovia and Arcadia
- Serves both residential and commercial customers
- Speeds from 350m down/15m up to 1000m down/40m up
- Mark Haverkate, Director

City of Duarte



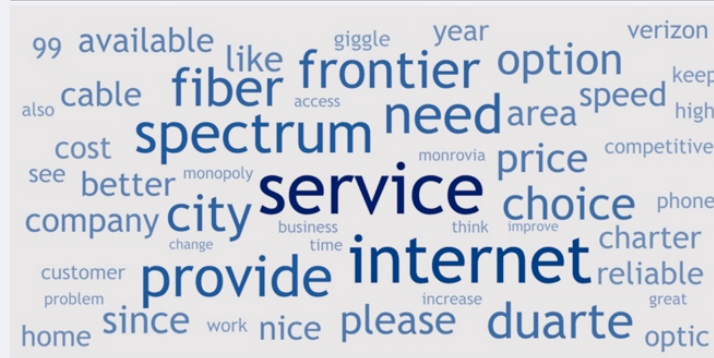
- Located at the heart of the San Gabriel Valley foothills (I-210 & I-605)
- General Law city with LA County contract services:
Fire, Public Safety, Library, Traffic Signalization
- Population: ~ 22,000
- Known as "The City of Health"
- Victoria Rocha, Assistant to the City Manager and PIO

Timeline

How Big is Duarte's Digital Divide?

- MADIA and Duarte began a high-level assessment
- Examining the impact of pandemic on businesses, schools, and institutions
- Current wireline providers are Spectrum & Frontier (upgrading plant)
- Giggle Fiber expressed interest as a possible partner
- FlashVote survey of residents

FlashVote Survey



Next Steps

- Develop more details about infrastructure locations, potential funding
- Develop better understanding of community needs
- More conversations with Duarte's diverse economic drivers & residents
- More detailed conversations with current and potential providers
- How can Duarte be a good partner to all providers in developing advanced services to carry the City successfully into the future?



FlashVote SURVEY RESULTS:

The full survey report with questions, responses, charts, with text of comments can be found at:

<https://www.flashvote.com/l/1f8kk4TrwNo3owOJnJL9OUafMEy5N33C>

Duarte FlashVote Internet Service Survey

The survey ended with 161 total responses.

Which type of internet service do you have at home?

- Cable (Charter Spectrum) - 134
- DSL (Frontier) - 12
- Satellite dish - 2
- My mobile phone is my internet access at home - 1
- I don't use the internet at home - 0
- Other: - 9

8 comments

Which best describes your internet speed at your home? (You can click here to check the current speed of your internet service).

- Less than 25 Megabits per second - 12
- 25 to 100 Megabits per second - 43
- More than 100 Megabits per second - 58
- Not Sure - 44

How satisfied or dissatisfied are you with the following aspects of your internet access at home?

On a scale from 1 to 5

- Speed - Average rating: 3.48
- Cost - Average rating: 2.25
- Customer service - Average rating: 2.95

Which of the following are TRUE about your home internet service, if any? (Choose all that are TRUE, if any)

- Desperately need faster internet at home - 40
- Home internet speed is basically good enough for now - 61
- I have the fastest speed available from my provider but I'd pay more for a faster option - 15
- Home internet use is primarily for work/business/schoolwork - 65
- Home internet use is primarily for entertainment/leisure/social - 53
- My internet problems or complaints are: - 57

57 comments

Any other comments or suggestions about internet access in Duarte, including your expectations or needs?

70 comments

LINKS TO ADDITIONAL RESOURCES:

MADIA Tech Launch, Inc. a local nonprofit organization dedicated to supporting and encouraging the entrepreneurial tech community in a six-city region: Monrovia, Arcadia, Duarte, Irwindale, Azusa, and Glendora.

www.madiatech.org

MADIA decided last year to join the BizFed LA,. "BizFed unites more than 210 chambers, trade associations, minority business groups, economic development organizations and business improvement districts to speak out for a strong economy":

<https://bizfedlacounty.org/>

MADIA joined BizFed LA in large measure because of their work in addressing important economic development issues such as the closing the digital divide through their nonprofit arm BizFed Institute:

<https://bizfedinstitute.org/>

In particular, BizFed Institute has spearheaded the LA/OCRBC: the Los Angeles/Orange County Regional Broadband Consortia, "The Los Angeles/Orange County Regional Broadband Consortia (LA/OCRBC) is led by BizFed Institute (BFI) as its governing body:"

<http://laocrbc.org/index.php/en/>

SCAG, the Southern California Association of Governments has been involved with regional broadband planning efforts:

<https://scag.ca.gov/>

The LA/OCRBC is comprised of six sub-regional consortiums representing communities in both Los Angeles and Orange Counties, and I was asked to be the SGV region's project lead:

<http://laocrbc.org/index.php/en/about/sub-region-consortiums>

The LA/OCRBC received a grant to put on a teleconference and develop a plan to address regional efforts to close the digital divide from the California Emerging Technology Fund:

<https://www.cetfund.org/>

Recently, Los Angeles County Internal Services Department presented this report to the Board of Supervisors offering strategies to connect unserved homes in LA County:

http://file.lacounty.gov/SDSInter/bos/bc/1113566_UtilizingExistingInfrastructureandResourcestoAccelerateDigitalEquity9-30-21.pdf

Here is but one of the many State of California efforts to expand digital networks, the CA Department of Technology staffs the Middle-Mile Advisory Committee:

<https://cdt.ca.gov/middle-mile-advisory-committee/>

LA DEAL (LA Digital Equity Action League) is another consortium for LA County that receives CPUC funding and is managed by the LAEDC (LA Economic Development Corporation) and UNITE LA:

<https://www.ladeal.org/>

CITY OF DUARTE

**MINUTES OF THE SPECIAL MEETING OF THE OF THE
CITY COUNCIL OF THE CITY OF DUARTE**

TUESDAY, JANUARY 11, 2022 – 6:00 P.M.

1. CALL TO ORDER

The Special Meeting was called to order by Mayor Finlay at 6:11 p.m.

ROLL CALL:

Councilmembers Present: Kang, Schulz, Truong, Garcia, Paras-Caracci, Finlay
Councilmembers Absent: Lewis
Staff Present: Daniel Jordan, City Manager
Thai Viet Phan, Assistant City Attorney
Kristen Peterson, Assistant City Manager / Director of
Administrative Services
Craig Hensley, Community Development Director
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Annette Juarez, City Clerk
Joyce Ayala, Management Aide

2. ORAL COMMUNICATIONS – ITEMS LISTED ON THIS AGENDA

None.

**3. CONSIDERATION OF ADOPTION OF ORDINANCE NO. 906 AMENDING
SECTIONS 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040 OF THE DUARTE
MUNICIPAL CODE TO CHANGE THE BEGINNING AND ENDING DATES OF
COMMISSIONER TERMS**

City Attorney Phan presented the Staff Report and discussed the changes to the commissioner terms.

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Kang, and carried by the following vote of the Council to introduce and pass on for second reading Ordinance No. 906, amending Duarte Municipal Code Sections 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040 to change the beginning and ending dates of Commissioner terms.

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

**4. AWARD OF CONTRACT – CITY YARD FENCE AND GATE REPLACEMENT,
PROJECT 22-5 TO QUALITY FENCE CO. INC. IN THE AMOUNT OF \$238,675.00;
BUDGET AMENDMENT OF \$262,542.50**

Director of Parks and Recreation Enriquez presented the Staff Report and described the project. Assistant City Manager/Director of Administrative Services provided information regarding funding and the property.

Moved by Mayor Pro-Tem Paras-Caracci, seconded by Councilmember Kang, and carried by the following vote of the Council to award the construction contract for the City Yard Fence and Gate Replacement Project to Quality Fence Co. Inc., as the lowest responsive and responsible bidder in the amount of \$238,675.00, in addition to a ten percent contingency, for a total budget amendment of \$262,542.50 from the General Fund.

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

5. ANNUAL APPOINTMENT OF CITY COUNCILMEMBERS TO INTERGOVERNMENTAL ORGANIZATIONS

Moved by Councilmember Kang, seconded by Mayor Pro-Tem Paras-Caracci, and carried by the following vote of the Council to make the following appointments to intergovernmental organizations:

Area “D” Emergency Services

City Manager – Representative; Full Council – Alternates

California Contract Cities

Toney Lewis – Delegate; Full Council – Alternates

City Selection Committee

Margaret Finlay – Delegate; Full Council – Alternates

Community Education Council

Jody Schulz – Representative; Tzeitel Paras-Caracci – Alternate

Duarte Community Coordinating Council

Cesar Garcia – Representative; Toney Lewis – Alternate

Duarte Community Service Council

Vinh Truong – Representative; Toney Lewis – Alternate

Duarte Education Foundation

Margaret Finlay – Representative; Jody Schulz – Alternate

Foothill Employment and Training Consortium

Vinh Truong – Delegate; Samuel Kang – Alternate

Foothill Transit

Tzeitel Paras-Caracci – Delegate; Toney Lewis – Alternate

Gold Line Phase II JPA

Tzeitel Paras-Caracci – Delegate; Jody Schulz – Alternate

Joint Powers Insurance Authority

Margaret Finlay – Director; City Manager/Full Council – Alternates

League of California Cities

Toney Lewis – Delegate; Full Council – Alternates

San Gabriel Valley Council of Governments

Samuel Kang – Governing Board Rep.; Jody Schulz – Alt. Governing Board Rep.

San Gabriel Valley Council of Governments – Energy, Environment, natural Resources Committee
Vinh Truong – Representative

San Gabriel Valley Council of Governments – Homelessness Committee
Jody Schulz – Representative

San Gabriel Valley Council of Governments – Transportation Committee
Tzeitel Paras-Caracci – Representative

San Gabriel Valley Economic Partnership
Vinh Truong – Representative; Cesar Garcia – Alternate

San Gabriel Valley Vector Control District
Margaret Finlay – Representative

Sanitation Districts #15 and #22
Margaret Finlay – Director; Tzeitel Paras-Caracci – Alternate

Southern California Association of Governments
Margaret Finlay – Representative; Full Council – Alternates

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

6. ADJOURNMENT

At 6:40 p.m. the City Council adjourned the meeting.

Margaret Finlay, Mayor

Annette Juarez, City Clerk

CITY OF DUARTE

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

TUESDAY, JANUARY 11, 2021 – 7:00 P.M.

REGULAR MEETING

1. CALL TO ORDER

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

ROLL CALL:

Councilmembers Present:	Kang, Schulz, Truong, Garcia, Paras-Caracci, Finlay
Councilmembers Absent:	Lewis
Staff Present:	Daniel Jordan, City Manager
	Thai Viet Phan, Assistant City Attorney
	Kristen Peterson, Assistant City Manager / Director of Administrative Services
	Craig Hensley, Community Development Director
	Manuel Enriquez, Director of Parks and Recreation
	Brian Villalobos, Director of Public Safety Services
	Victoria Rocha, Assistant to the City Manager
	Annette Juarez, City Clerk
	Joyce Ayala, Management Aide
	Maia McCurley, Associate Planner

2. PLEDGE TO THE FLAG

The flag salute was led by Alyssa Ho.

3. ADOPTION OF THE AGENDA

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

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

4. SPECIAL ITEMS

A. Presentation of Certificate to Eagle Scout Jacob Dexter Williams

A Certificate of Recognition was presented to Jacob Dexter Williams for his achievement of becoming an Eagle Scout.

5. PUBLIC HEARING

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

Jeff Simonetti of National Demographics Corporation gave a presentation regarding the redistricting process, neighborhoods, and communities of interest. He also discussed map submission and provided an overview of the online mapping tool.

There was discussion regarding district boundary requirements, the current district boundaries, and the online mapping tool.

Mayor Finlay opened the Public Hearing.

Public Comment

City Clerk Juarez announced that no written public comment was submitted.

Lino Paras addressed the Council to express his opinion regarding district boundaries.

Mayor Finlay closed the Public Hearing at 8:00 p.m.

The report on the redistricting process, neighborhoods, and communities of interest was received and filed.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

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

Assistant to the City Manager Rocha announced upcoming City events.

7. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Kevin Kane requested that the City Council consider establishing community garden in the City.

Lino Paras expressed his support of a community garden.

8. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)
- B. Approval of absence(s) of City Council member(s) from the City Council meeting.
- C. Approval of minutes – December 14, 2021, Special Meeting and December 14, 2021, Regular Meeting. (CC/HA/SA/FA)
- D. Approval of warrants – December 25, 2021 and January 11, 2022. (CC/HA/SA/FA)
- E. Receive and File the Community Development Status Report for January 2022.
- F. Receive and File the Parks and Recreation Department Status Report for January 2022.
- G. Adoption of Resolution No. 22-01 Reauthorizing Teleconferenced Public Meetings Pursuant to Assembly Bill 361.
- H. Approval of Installation of a Yield Sign at the Southbound Approach of Town Center Villas at Las Posadas Drive and 15 MPH Signs throughout the Las Posadas Townhome Neighborhood.
- I. Reappointment of City Commissioners to a One-Year Term Expiring December 31, 2022.
- J. Second Reading and Adoption of Ordinance NO. 905 adding Sections 6.09.090 through 6.09.230 Inclusive to the Duarte Municipal Code to Comply with State Law Regarding Organic Waste Disposal and Establish Standards, Procedures, and Related Definitions.

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

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS - CONTINUED

- A. Adoption of Resolution No. 22-02 Approving General Plan Amendment 2021-01 Updating the Duarte Housing Element with the 2021-2029 Housing Element and Associated Negative Declaration
- B. Adoption of Resolution No. 22-03 Approving General Plan Amendment 2021-02 Amending the Safety Element of the City of Duarte General Plan; Adoption of Resolution No. 22-04 Approving General Plan Amendment No. 21-03 Incorporating Environmental Justice Policies; and Adopting a Negative Declaration

Director of Community Development Hensley introduced consultant Karen Warner of Karen Warner Associates.

Consultant Karen Warner presented an overview of the Housing Element describing the process, regional housing needs allocation, rezoning, and housing element sites.

Associate Planner McCurley presented an overview of the Safety Element describing the topics and issues addressed in the update; and gave an overview of the environment justice policies being incorporated in the Housing Element Update.

Associate Planner McCurley and Lexi Journey, Rincon Consultants, responded to questions posed by the Council regarding disadvantaged communities.

Mayor Finlay opened the public hearing.

Public Comment

City Clerk Juarez announced that no written public comment was received.

Ted Jimenez, Southwest Carpenters of Los Angeles representative, encouraged the Council to include language regarding the hiring of skill-trained workforce and disadvantaged workers in the Housing Element to create a pathway for local workers.

Mayor Finlay closed the public hearing.

Moved by Councilmember Kang, seconded by Councilmember Truong, and carried by the following vote of the Council to adopt Resolution No. 22-02 approving General Plan Amendment 2021-01 updating the Duarte Housing Element with the 2021-2029 Housing Element and the Associated Negative Declaration; and adopt Resolution No. 22-03 approving General Plan Amendment 2021-02 Amending the Safety Element of the City of Duarte General Plan; and adopt Resolution No. 22-04 approving General Plan Amendment No. 2021-03 incorporating Environmental Justice Policies and adopting a Negative Declaration.

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

10. BUSINESS ITEMS

None.

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

City Manager Jordan stated that he was looking forward to a great 2022.

Councilmember Kang expressed his appreciation of the Community Development Department for their work on the mixed-used development; requested that Staff assist with the ingress and egress at Starbucks; requested that CalTrans clean-up the weeds at the Mt. Olive freeway exit; and wished everyone a Happy New Year.

Councilmember Garcia thanked City Staff for their hard work; wished everyone Happy Dr. Martin Luther King Day and Happy New Year; commended Foothill Unity Center for their toy and food drive; and thanked the Library for their rapid tests.

Councilmember Schulz echoed the sentiments of her colleagues; thanked Staff for their work; and thanked Sergeant Fiedler and the LA County Sheriffs for their hard work; and wished everyone a Happy New Year.

Councilmember Truong wished everyone a Happy New Year; thanked Staff for their work; announced that LA County is providing At-Home PCR tests; stated that the entire City of Duarte is a community of interest in terms of redistricting.

Mayor Pro-Tem Paras-Caracci expressed her appreciation of the Phoenix art piece at The Huntington; commended Staff for the yellow frames around the traffic signals at Mt. Olive Drive and Huntington Drive; requested to see a sample of the fencing that will be used at the City Yard; expressed her appreciation of the holiday events; requested that Senator Portantino and Assemblymember Rubio make a visit to the City; requested that Duarte Unified School District Superintendent Dr. Gordan Amerson also be invited to provide an update to the City; gave her sentiments about Gabriel Carmona and Roger Helizon, and wished everyone a Happy New Year.

Mayor Finlay requested a joint meeting with the Duarte Unified School District; commended Staff for the holiday events; and gave her sentiments about Gabriel Carmona and Bill Cortice.

13. ADJOURNMENT

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

Margaret Finlay, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Service Contract (3 Mo)	216991		1,001.50
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Service Contract (3 Mo)	216991		3,296.75
100-1405-7975	ARCHITECTURAL DESIGN & SIG...	Retainer-Design for Route 66 Historic Sign	216994		1,500.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Yard 11/2021	1783		145.00
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD22-0298		65.42
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 11/14/21 - 11/27/21	1749		2,297.10
100-1010-7612	MUNICIPAL CODE CORPORATI...	Online Code Hosting 12/1/2021 - 11/30/2022	1766		900.00
100-1020-7716	CAPITAL ONE	Holiday in the Park Supplies	BD22-0298		230.89
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	1752		169.99
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	1752		8.20
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 12/2021	1783		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Fitness Ctr 12/2021	1783		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 12/2021	1783		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 12/2021	1783		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 12/2021	1783		65.40
100-1605-7735	CAPITAL ONE	TC Winter Holiday Festival Supplies	BD22-0298		164.12
100-1610-7618	SHAFFER AWARDS	Name Plate (Ms Phan)	217014		20.89
100-1605-7733	CAPITAL ONE	SC Week of Holiday Music Supplies	BD22-0298		248.96
100-1605-7730	CAPITAL ONE	Holiday Decorating Winner Gfts	BD22-0298		634.90
100-1610-7618	SIMON EQUIPMENT RENTALS	Generator Rental	217016		41.59
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 11/28/21 - 12/11/21	1749		4,403.90
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	1752		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	1752		8.20
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2021	1756		139.00
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	BD22-0297		95.96
100-1605-7733	THEODORE SIEGEL	SC "A Letter to Three Wives" Screening/Presentatio	217015		150.00
100-1010-7685	GRANICUS INC	Agenda Mgmt/GovMeetings 12/17/21 - 9/30/22	1759		12,829.06
100-1010-7685	GRANICUS INC	Credit-Grancius Suite 12/17/21 - 9/30/22	1759		-6,882.93
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Lease CH(3)/PS/SC/TC 1/1/2022 - 1/31/2022	217000		1,704.07
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Use Tax Recovery Fee	217000		47.08
100-1825-7631	CANON FINANCIAL SERVICES INC	Copier Maint CH(2)/PS/SC/TC 10/1/2021- 11/30/2021	217000		981.34
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	1774		90.36
100-1825-7782	US BANK	1999 TAB Trustee Fee 12/1/2021 - 11/30/2022	1781		605.00

Council Warrant Register By Account

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7610	U.S. BANK	Meeting w/Captain Reyes 12/14/21 (Sushi Fire)	1780		54.58
100-1205-7610	U.S. BANK	Public Safety/Sheriff's Meeting 12/2/21 (Raffi's)	1780		61.74
100-1205-7610	U.S. BANK	Public Safety/Sheriff Meeting 12/1/21 (Max's)	1780		78.16
100-1205-7615	U.S. BANK	Face Masks (Amazon)	1780		440.90
100-1205-7615	U.S. BANK	EOC Solar Controller/Adapter (Amazon)	1780		62.82
100-1205-7636	U.S. BANK	Larry Breceda Safety Boots (Galls)	1780		147.16
100-1205-7650	U.S. BANK	Vehicle #34 Floor Mats (Autoanything.com)	1780		119.60
100-1205-7779	U.S. BANK	DART Dinner 12/17/21 (Domenico's)	1780		172.21
100-1205-7779	U.S. BANK	DART Meeting 12/22/21 (Sweet Basil Pizza)	1780		42.00
100-1205-7779	U.S. BANK	DART Stuff-A-Bus Lunch 12/11/21 (Rasing Cane's)	1780		176.00
100-1205-7779	U.S. BANK	DART Nutcracker Event Parking (LAZ Parking)	1780		24.00
100-1205-7779	U.S. BANK	DART/Youth Trip 12/4/21 (LA Zoo Lights)	1780		488.70
100-1205-7779	U.S. BANK	DART Stuff-A-Bus Gift Card (Target)	1780		100.00
100-1205-7779	U.S. BANK	DART Hike Lunch 12/20/21 (In- N-Out)	1780		125.38
100-1205-7779	U.S. BANK	DART Supplies for Toy Drive (Target)	1780		85.96
100-1205-7779	U.S. BANK	Return-Toy Drive Items (Target)	1780		-17.91
100-1205-7779	U.S. BANK	Duarte Hike/Office Snacks (Target)	1780		80.99
100-1205-7779	U.S. BANK	Return-DART/Youth Supplies (Target)	1780		-22.11
100-1205-7779	U.S. BANK	Office Help Dinner 12/9/21 (Ajisen Ramen)	1780		96.63
100-1205-7887	U.S. BANK	Cable & Switch (Amazon)	1780		25.44
100-1205-7980	U.S. BANK	CSO Interviews 12/22/21 (BJ's Restaurant)	1780		65.06
100-1205-7980	U.S. BANK	Santa Suit Dry Cleaning (Nature's Cleaners)	1780		50.00
100-1205-7980	U.S. BANK	Toy Drive Supplies (Amazon)	1780		83.21
100-1205-7980	U.S. BANK	Misc Dept Supplies (Target)	1780		62.88
100-1205-7980	U.S. BANK	Office Meeting 12/21/21 (Meringue)	1780		33.63
100-1205-7980	U.S. BANK	Propane Exchange (Walmart)	1780		19.76
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	1780		14.99
100-1205-7980	U.S. BANK	Toy Drive Decorations (Michaels)	1780		13.87
100-1005-7980	U.S. BANK	DoorDash Dash Pass Monthly Subscription	1779		9.99
100-1010-7612	U.S. BANK	ICMA Annual Membership	1779		1,400.00
100-1010-7614	U.S. BANK	City Camera Memory Card (BestBuy.com)	1779		20.92
100-1010-7980	U.S. BANK	CC Mtg Reception 12/14/21 (Lemon Drop Cookie)	1779		180.50
100-1010-7980	U.S. BANK	CC Mtg Reception 12/14/21 (Sweet Nothings Cake)	1779		165.00
100-1020-7712	U.S. BANK	Spotify Subscription	1779		9.99
100-1020-7712	U.S. BANK	Hootsuite Subscription 12/2/2021 - 1/1/2022	1779		75.00
100-1020-7716	U.S. BANK	Santa Holiday Drive By Event (DoorDash)	1779		78.53

Council Warrant Register By Account

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-2121	U.S. BANK	City Manager Expense-To Be Reimbursed	1779		27.55
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	1752		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1752		29.50
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/1/2022 - 3/31/2022	217023		11,684.25
100-1205-7781	LOS ANGELES COUNTY SHERIFF'	Tobacco Enforcement 11/6/2021	1763	202105-Contract Law Enforcem...	1,830.50
100-1205-7781	LOS ANGELES COUNTY SHERIFF'	Walmart Black Friday Events 11/5/21 - 11/28/21	1763		4,247.24
100-1610-7618	SMART & FINAL	CH Kitchen Supplies	1772		235.67
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 12/28/2021	217010		58.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Restroom Plumbing Repair	216993		325.00
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 12/12/21 - 12/25/21	1749		1,861.86
100-1610-7618	ULINE	Gym Equipment Wipes	217024		595.17
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 12/2021	216997		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	216997		67.47
100-1020-7716	EAN SERVICES LLC	Christmas Event Vehicle Rental	1754		440.72
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 12/2021	1751		336,390.80
100-1205-7760	FOOTHILL UNITY CENTER	Homeless Outreach Program Expenses	217006	202115-Outreach-Homeless Ser...	558.12
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 1/2022	217013		5,166.67
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 2/2022	1775		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 2/2022	1775		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 2/2022	1775		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 2/2022	1775		553.00
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 12/2021	1771		2,169.77
100-1015-7684	SILVER & WRIGHT LLP	2043 Citrus View Ave Legal 12/2021	1771		3,596.94
100-1015-7684	SILVER & WRIGHT LLP	Code Enforcement Legal 12/2021	1771		943.00
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 12/2021	1771		4,339.00
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 12/2021	1771		667.00
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996	250016-Oper of Acq Prop-1229 ...	41.67
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 12/1/2021 - 12/31/2021	1776		175.22
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Cleaning Services 1/2022	1761		1,673.09
100-1605-7733	SMART & FINAL	Senior Ctr Brunch Supplies	1772		211.47
100-1605-7980	EURMAX CANOPY INC	(4) Canopy Tops	217005		1,588.09
100-1205-7761	DATA TICKET INC	Deposit Error J347119	1753		50.00
100-1020-7980	STUBBIES	Annual Awards Event Gifts	217019		2,172.85
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	1752		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	1752		8.20
100-1020-7980	CURO MANAGED PRINT PRODU...	Annual Awards Event Programs	217001		223.01
100-1610-7618	SHAFFER AWARDS	Name Plates (Cesar Garcia)	217014		42.83
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 1/1/2022 - 2/1/2022	BD22-0292		269.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 1/1/2022 - 2/1/2022	BD22-0293		249.00

Council Warrant Register By Account

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1015-7682	AISHA SHELTON ADAM	Labor Legal Investigation 9/7/21 - 11/10/21	216992		21,035.00
100-1010-7610	VICTORIA ROCHA	CAPIO Emergency Conference Airfare	1769		132.96
100-1205-8030	SOUTHERN CALIFORNIA RADAR...	Motor Deputy Supplies	217018		291.60
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 2/2022	1767		169.94
100-1010-7610	CALIFORNIA ASSOCIATION OF ...	Victoria Rocha- Emergency Comm Academy 3/2022	216999		350.00
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	J Oseguera 3yr Certification	216998		150.00
100-1610-7616	POOL & ELECTRICAL PRODUCTS ..	Pool Vacuum	217011		73.38
100-1610-7652	CALIBER COMMERCIAL POOL S...	Labor - Competition Pool Motor Bearings Install	216997		4,040.00
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool 20 HP Motor Bearings	216997		2,368.18
100-1410-7650	AUTOZONE	Vehicle #2 Parts	216995		90.76
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1774		19.83
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 12/1/21 - 12/31/21	BD22-0295		1,038.96
100-1610-7618	MAINTEX INC	Bus Stop/Park Trash Bags	1764		725.22
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 1/3/2022 - 1/9/2022	1768		2,835.00
100-1020-7980	FLOWERS BY SHAREN	Annual Awards Flowers	216989		580.00
100-1605-7733	TIFFANY'S CATERING	Senior Ctr New Years Brunch	217022		896.25
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	217007		547.80
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	217021		463.83
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1782		576.76
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect/E911- One Time Fee	1775		1,066.25
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1774		75.96
100-1605-7733	CURO MANAGED PRINT PRODU...	Senior Ctr Jan/Feb 2022 Newsletter	217001		85.44
100-1005-7642	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Margaret Finlay	217012		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Tony Hadloc	217012		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Brian Villalobos	217012		240.00
100-4402	ALBERTA LOCKHART	CC Rental Refund-Event Cancelled	217009		600.00
100-1205-7076	AIDA TORRES	Tuition Reimbursement	1777		3,000.00
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Tax Revenue 12/2021	217020		3,490.00
100-1805-7653	SECTRAN SECURITY INC	January 2022 Courier Pick-up	1770		302.38
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	1752		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	1752		8.20
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 1/10/2022 - 1/16/2022	1768		2,835.00
100-1020-7716	DUARTE RECREATION PETTY CA...	Blanket for Drive By Santa	217004		18.73
100-1605-7614	DUARTE RECREATION PETTY CA...	Storage Container	217004		27.54
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Donuts	217004		25.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC New Years Brunch Decorations	217004		48.18
100-1605-7980	DUARTE RECREATION PETTY CA...	Interview Panel Pastries	217004		11.41
100-1610-7618	DUARTE RECREATION PETTY CA...	City Yard Bldg Ceiling Tiles	217004		43.99
100-1805-7614	STAPLES ADVANTAGE	File Folder Labels	1774		24.76
100-1405-7612	COUNTY OF LA REGISTRAR-REC...	2021-2029 Housing Element- Negative Declaration	216990		2,548.00
100-1405-7612	COUNTY OF LA REGISTRAR-REC...	2021-2029 Housing Element ND- County Posting Fee	216990		75.00
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Comm & Social Media Mgmt 1/2022	1778		8,355.00
100-1020-7718	TRIPEPI SMITH & ASSOCIATES	City Newsletter 1/2022	1778		1,300.00
100-1810-7672	GOVERNMENTJOBS.COM INC	NeoGov Sftware 2/15/2022 - 2/14/2023	1757		5,651.15
100-1815-7965	MAXTREME INC	IT Helpdesk 1/2022	1765		8,700.00

Council Warrant Register By Account

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7980	MAXTREME INC	Crash Plan Recovery 1/2022	1765		200.00
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q4 2021	217002		116.80
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 49 of 60	BD22-0350		1,340.10
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 2/1/2022 - 4/30/2022	1773		2,173.00
Fund 100 - GENERAL FUND Total:					496,632.77
Fund: 220 - GAS TAX FUN					
220-2225-8100	ELIE FARAH INC	FY22 Street Rehabilitation PS&E 9/28/21 - 12/28/21	1755	202207/220-2225-8100-Other ...	3,476.00
220-2210-7811	DOTY BROS EQUIPMENT COMP...	Huntington Drive Street Maintenance	217003		4,345.48
220-2225-7980	KOA CORPORATION	Greenbank Traffic Study 11/29/21 - 12/31/21	217008		1,808.91
220-2225-7980	KOA CORPORATION	Las Lomas Maynard Traffic Study 12/2021	217008		1,373.59
220-2220-7980	JCL TRAFFIC SERVICES	Regulatory Sign Shipping	1762		14.82
Fund 220 - GAS TAX FUN Total:					11,018.80
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	216996		500.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Irrigation Backflow Repair	217017		9.82
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	217017		236.65
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					20,882.54
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	GRAINGER	Yard Supplies	1758		17.00
440-4405-7980	SUPERIOR PROPERTY SERVICES ...	Bus Stop Cleaning/Pressure Washing 12/13/21	217021		1,278.75
440-4405-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	217021		618.33
Fund 440 - PROPOSITION A TRANSIT FUND Total:					1,914.08

Council Warrant Register By Account

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7980	SUPERIOR PROPERTY SERVICES ...	Bus Stop Cleaning/Pressure Washing 12/13/21	217021		1,046.25
460-4605-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	217021		463.79
460-4605-7650	AUTOZONE	Yard Supplies	216995		20.50
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,530.54
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 1750 12/2021			1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Fund: 620 - COMMUNITY IMPROVEMENT FUND					
620-6220-7965	URBAN ARENA INC	ATP Cycle 4 -PAED Phase 11/2021	217025	202118-ATP Cycle 4-Professiona..	17,230.00
Fund 620 - COMMUNITY IMPROVEMENT FUND Total:					17,230.00
Grand Total:					550,370.27

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	496,632.77
220 - GAS TAX FUN	11,018.80
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	20,882.54
440 - PROPOSITION A TRANSIT FUND	1,914.08
460 - PROPOSITION C TRANSIT FUND	1,530.54
490 - MEASURE W (WATER/STORMWATER)	1,161.54
620 - COMMUNITY IMPROVEMENT FUND	17,230.00
Grand Total:	550,370.27

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	482.96
100-1010-7612	Publications and Dues	2,300.00
100-1010-7614	Office Supplies	20.92
100-1010-7685	Content Delivery, Network..	5,946.13
100-1010-7980	Other Expenses	345.50
100-1015-7682	Labor Counsel Legal	21,035.00
100-1015-7684	Code Enforcement Legal	11,715.71
100-1020-7712	Community Information (...)	8,439.99
100-1020-7716	Special Community Events	768.87
100-1020-7718	City Newsletter	1,300.00
100-1020-7724	Post Office Parking	2,288.00
100-1020-7980	Other Expenses	2,975.86
100-1205-7076	Tuition Reimbursement	3,000.00
100-1205-7610	Travel, Mtgs & Conf	194.48
100-1205-7612	Publications and Dues	480.00
100-1205-7615	Emergency Supplies	503.72
100-1205-7636	Uniforms	147.16
100-1205-7650	Vehicle Maintenance	119.60
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	558.12
100-1205-7761	Parking Ticket Collect	3,540.00
100-1205-7779	Youth Programs	1,351.85
100-1205-7780	Animal Control	5,316.67
100-1205-7781	Contract Law Enforcement	6,077.74
100-1205-7782	Crossing Guard Contract ...	8,562.86
100-1205-7887	Repairs & Replacements	25.44
100-1205-7980	Other Expenses	343.40
100-1205-8030	Other Equipment	291.60
100-1405-7612	Publications and Dues	2,623.00
100-1405-7614	Office Supplies	19.83
100-1405-7800	Building Department Serv...	336,908.80
100-1405-7975	Economic Development E...	1,500.00
100-1410-7650	Vehicle Maintenance	90.76
100-1410-7814	Graffiti Removal	463.83
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7614	Office Supplies	117.90
100-1605-7730	Special Events	634.90
100-1605-7733	Senior Center	1,665.30
100-1605-7735	Teen Center	229.54
100-1605-7980	Other Expenses	1,599.50
100-1610-7616	Pool Supplies	73.38
100-1610-7617	Pool Chemicals	615.27
100-1610-7618	Building Supplies	2,282.12
100-1610-7636	Uniforms	286.31

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	15,497.76
100-1610-7660	Other Services	5,670.00
100-1805-7614	Office Supplies	100.72
100-1805-7653	Bank Charges	398.34
100-1810-7672	Neogov Program Costs	5,651.15
100-1815-7632	Software Maintenance	1,038.96
100-1815-7820	Finance System Support	11,684.25
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	3,989.85
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7630	Equipment Lease	1,751.15
100-1825-7631	Equipment Maintenance	981.34
100-1825-7782	Admin Support of SA	605.00
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.00
100-2121	Pass Through Deposits	27.55
100-2122	Disability Access & Educ P...	116.80
100-4402	Community Center Rentals	600.00
220-2210-7811	Street Maintenance	4,345.48
220-2220-7980	Other Expenses	14.82
220-2225-7980	Other Expenses	3,182.50
220-2225-8100	Other Capital Improvemnts	3,476.00
240-2410-7888	Repairs-Citywide	246.47
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
440-4405-7650	Vehicle Maintenance	17.00
440-4405-7814	Graffiti Removal	618.33
440-4405-7980	Other Expenses	1,278.75
460-4605-7650	Vehicle Maintenance	20.50
460-4605-7814	Graffiti Removal	463.79
460-4605-7980	Other Expenses	1,046.25
490-4905-7980	Other Expenses	1,161.54
620-6220-7965	Professional Services	17,230.00
Grand Total:		550,370.27

Project Account Summary

Project Account Key	Payment Amount
None	527,233.98
202105-Contract Law Enforcement	1,830.50
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.12
202118-ATP Cycle 4-Professional Services	17,230.00
202207/220-2225-8100-Other Cap. Impr-2022 St Rehab	3,476.00

Project Account Summary**Project Account Key**

250016-Oper of Acq Prop-1229 Pops Road

Payment Amount

41.67

Grand Total:

550,370.27



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6295 - 211 ELECTRONIC SERVICES INC					
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 1/3/2022 - 1/9/2022	P 7662		2,835.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 1/10/2022 - 1/16/2022	P 7663		2,835.00
Vendor 6295 - 211 ELECTRONIC SERVICES INC Total:					5,670.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Service Contract (3 Mo)	20172311		1,001.50
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Service Contract (3 Mo)	20172312		3,296.75
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					4,298.25
Vendor: 1388 - AIDA TORRES					
100-1205-7076	AIDA TORRES	Tuition Reimbursement	1112022		3,000.00
Vendor 1388 - AIDA TORRES Total:					3,000.00
Vendor: 6284 - AISHA SHELTON ADAM					
100-1015-7682	AISHA SHELTON ADAM	Labor Legal Investigation 9/7/21 - 11/10/21	001057		21,035.00
Vendor 6284 - AISHA SHELTON ADAM Total:					21,035.00
Vendor: T4021 - ALBERTA LOCKHART					
100-4402	ALBERTA LOCKHART	CC Rental Refund-Event Cancelled	R92495/92275		600.00
Vendor T4021 - ALBERTA LOCKHART Total:					600.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Restroom Plumbing Repair	681577		325.00
Vendor 5561 - ALBERTOS PLUMBING Total:					325.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 11/14/21 - 11/27/21	73710		2,297.10
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 11/28/21 - 12/11/21	73983		4,403.90
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 12/12/21 - 12/25/21	74319		1,861.86
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					8,562.86
Vendor: 4498 - ARCHITECTURAL DESIGN & SIGNS INC					
100-1405-7975	ARCHITECTURAL DESIGN & SIGNS INC	Retainer-Design for Route 66 Historic Sign	82150		1,500.00
Vendor 4498 - ARCHITECTURAL DESIGN & SIGNS INC Total:					1,500.00
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Vehicle #2 Parts	2814528057		90.76
Vendor 1491 - AUTOZONE Total:					90.76
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 1/2022	7682546		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 1/2022	7682546		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 1/2022	7682546	250016-Oper of Acq Prop-1229 ...	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 12/2021	211071201		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	211071202		67.47
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition Pool 20 HP Motor Bearings	221070101		2,368.18
100-1610-7652	CALIBER COMMERCIAL POOL S...	Labor - Competition Pool Motor Bearings Install	221070101		4,040.00
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					8,425.65
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	J Oseguera 3yr Certification	200002190		150.00
Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:					150.00
Vendor: 4210 - CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS					
100-1010-7610	CALIFORNIA ASSOCIATION OF ...	Victoria Rocha- Emergency Comm Academy 3/2022	14677		350.00
Vendor 4210 - CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS Total:					350.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Use Tax Recovery Fee	27867347		47.08
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Lease CH(3)/PS/SC/TC 1/1/2022 - 1/31/2022	27867347		1,704.07
100-1825-7631	CANON FINANCIAL SERVICES INC	Copier Maint CH(2)/PS/SC/TC 10/1/2021- 11/30/2021	27867347		981.34
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,732.49
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	08768		65.42
100-1020-7716	CAPITAL ONE	Holiday in the Park Supplies	02266		230.89
100-1605-7735	CAPITAL ONE	TC Winter Holiday Festival Supplies	29939		164.12
100-1605-7733	CAPITAL ONE	SC Week of Holiday Music Supplies	01270		248.96
100-1605-7730	CAPITAL ONE	Holiday Decorating Winner Gfts	00041		634.90
Vendor 6229 - CAPITAL ONE Total:					1,344.29
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 12/2021	63527		336,390.80
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					336,390.80
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4103909236		169.99
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4103909236		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4105015529		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4105015529		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4105841761		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4105841761		29.50
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4106609119		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4106609119		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4107286936		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4107286936		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					348.61
Vendor: 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK					
100-1405-7612	COUNTY OF LA REGISTRAR-REC...	2021-2029 Housing Element- Negative Declaration	R22-02/22-03/22-04		2,548.00
100-1405-7612	COUNTY OF LA REGISTRAR-REC...	2021-2029 Housing Element ND- County Posting Fee	R22-02/22-03/22-04		75.00
Vendor 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK Total:					2,623.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1020-7980	CURO MANAGED PRINT PRODU...	Annual Awards Event Programs	5237		223.01

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7733	CURO MANAGED PRINT PRODU...	Senior Ctr Jan/Feb 2022 Newsletter	5245		85.44
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					308.45
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Deposit Error J347119	R90518		50.00
Vendor 5501 - DATA TICKET INC Total:					50.00
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q4 2021	10/2021 - 12/2021		116.80
Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:					116.80
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY CA...	Blanket for Drive By Santa	01122022		18.73
100-1605-7614	DUARTE RECREATION PETTY CA...	Storage Container	01122022		27.54
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Donuts	01122022		25.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC New Years Brunch Decorations	01122022		48.18
100-1605-7980	DUARTE RECREATION PETTY CA...	Interview Panel Pastries	01122022		11.41
100-1610-7618	DUARTE RECREATION PETTY CA...	City Yard Bldg Ceiling Tiles	01122022		43.99
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					174.85
Vendor: 6040 - EAN SERVICES LLC					
100-1020-7716	EAN SERVICES LLC	Christmas Event Vehicle Rental	28767827		440.72
Vendor 6040 - EAN SERVICES LLC Total:					440.72
Vendor: 6111 - EURMAX CANOPY INC					
100-1605-7980	EURMAX CANOPY INC	(4) Canopy Tops	MH1322-2		1,588.09
Vendor 6111 - EURMAX CANOPY INC Total:					1,588.09
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2021	95415		139.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					139.00
Vendor: 5659 - FLOWERS BY SHAREN					
100-1020-7980	FLOWERS BY SHAREN	Annual Awards Flowers	004-1062022		580.00
Vendor 5659 - FLOWERS BY SHAREN Total:					580.00
Vendor: T0183 - FOOTHILL UNITY CENTER					
100-1205-7760	FOOTHILL UNITY CENTER	Homeless Outreach Program Expenses	8357	202115-Outreach-Homeless Ser...	558.12
Vendor T0183 - FOOTHILL UNITY CENTER Total:					558.12
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	145519		547.80
Vendor 4690 - FULLER ENGINEERING INC Total:					547.80
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 12/1/21 - 12/31/21	4042536500		1,038.96
Vendor 6181 - GOOGLE LLC Total:					1,038.96
Vendor: 5687 - GOVERNMENTJOBS.COM INC					
100-1810-7672	GOVERNMENTJOBS.COM INC	NeoGov Sftware 2/15/2022 - 2/14/2023	INV-24593		5,651.15
Vendor 5687 - GOVERNMENTJOBS.COM INC Total:					5,651.15
Vendor: 5347 - GRANICUS INC					
100-1010-7685	GRANICUS INC	Agenda Mgmt/GovMeetings 12/17/21 - 9/30/22	147106		12,829.06
100-1010-7685	GRANICUS INC	Credit-Grancius Suite 12/17/21 - 9/30/22	18012		-6,882.93
Vendor 5347 - GRANICUS INC Total:					5,946.13
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Cleaning Services 1/2022	966273		1,673.09
Vendor 6309 - INX BUILDING MAINTENANCE Total:					1,673.09

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 1/1/2022 - 2/1/2022	70846		269.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 1/1/2022 - 2/1/2022	70847		249.00
Vendor 5761 - LIFE STORAGE #530 Total:					518.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 11/6/2021	221476AL	202105-Contract Law Enforcem...	1,830.50
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Walmart Black Friday Events 11/5/21 - 11/28/21	221477AL		4,247.24
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					6,077.74
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Bus Stop/Park Trash Bags	880095-00		725.22
Vendor 5868 - MAINTEX INC Total:					725.22
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 1/2022	13586		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 1/2022	13586		200.00
Vendor 4286 - MAXTREME INC Total:					8,900.00
Vendor: 4432 - MUNICIPAL CODE CORPORATION					
100-1010-7612	MUNICIPAL CODE CORPORATI...	Online Code Hosting 12/1/2021 - 11/30/2022	00367737		900.00
Vendor 4432 - MUNICIPAL CODE CORPORATION Total:					900.00
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 49 of 60	11922-49		1,340.10
Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:					1,340.10
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 12/28/2021	505407		58.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					58.00
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7616	POOL & ELECTRICAL PRODUCTS ..	Pool Vacuum	21133300		73.38
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					73.38
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Carmera Monitoring 2/2022	1437446		169.94
Vendor 2466 - POST ALARM SYSTEMS Total:					169.94
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Margaret Finlay	Q3 - FY22		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Tony Hadloc	Q3 - FY22		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	FY22 Q3 Dues-Brian Villalobos	Q3 - FY22		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					590.00
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 1/2022	1-2022D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	January 2022 Courier Pick-up	22010553		302.38
Vendor 6277 - SECTRAN SECURITY INC Total:					302.38
Vendor: 0202 - SHAFFER AWARDS					
100-1610-7618	SHAFFER AWARDS	Name Plate (Ms Phan)	6388		20.89
100-1610-7618	SHAFFER AWARDS	Name Plates (Cesar Garcia)	6401		42.83
Vendor 0202 - SHAFFER AWARDS Total:					63.72
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	Code Enforcement Legal 12/2021	28890		943.00

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 12/2021	28890		2,169.77
100-1015-7684	SILVER & WRIGHT LLP	2043 Citrus View Ave Legal 12/2021	28890		3,596.94
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 12/2021	28890		4,339.00
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 12/2021	28890		667.00
Vendor 5441 - SILVER & WRIGHT LLP Total:					11,715.71
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Generator Rental	134659		41.59
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					41.59
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	CH Kitchen Supplies	354988		235.67
100-1605-7733	SMART & FINAL	Senior Ctr Brunch Supplies	851111		211.47
Vendor 0209 - SMART & FINAL Total:					447.14
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 2/1/2022 - 4/30/2022	7701136491		2,173.00
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					2,173.00
Vendor: 6217 - SOUTHERN CALIFORNIA RADAR/LASER					
100-1205-8030	SOUTHERN CALIFORNIA RADAR...	Motor Deputy Supplies	122019		291.60
Vendor 6217 - SOUTHERN CALIFORNIA RADAR/LASER Total:					291.60
Vendor: 2688 - STAPLES ADVANTAGE					
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3495798784		90.36
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3496844751		19.83
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3496973861		75.96
100-1805-7614	STAPLES ADVANTAGE	File Folder Labels	3497373019		24.76
Vendor 2688 - STAPLES ADVANTAGE Total:					210.91
Vendor: 6343 - STUBBIES					
100-1020-7980	STUBBIES	Annual Awards Event Gifts	21355		2,172.85
Vendor 6343 - STUBBIES Total:					2,172.85
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Tax Revenue 12/2021	1112022		3,490.00
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					3,490.00
Vendor: 5351 - SUPERIOR PRESS					
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	4450640		95.96
Vendor 5351 - SUPERIOR PRESS Total:					95.96
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	17221		463.83
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					463.83
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 2/2022	17818		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 2/2022	17819		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 2/2022	17820		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 2/2022	17821		553.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect/E911- One Time Fee	17882		1,066.25
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					3,202.75
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC "A Letter to Three Wives" Screening/Presentatio	1/20/2022		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 12/1/2021 - 12/31/2021	845632153		175.22
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					175.22

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6310 - TIFFANY'S CATERING					
100-1605-7733	TIFFANY'S CATERING	Senior Ctr New Years Brunch	1062022		896.25
Vendor 6310 - TIFFANY'S CATERING Total:					896.25
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Comm & Social Media Mgmt 1/2022	7383		8,355.00
100-1020-7718	TRIEPEI SMITH & ASSOCIATES	City Newsletter 1/2022	7383		1,300.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					9,655.00
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/1/2022 - 3/31/2022	025-359988		11,684.25
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					11,684.25
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Meeting w/Captain Reyes 12/14/21 (Sushi Fire)	12272021BV		54.58
100-1205-7610	U.S. BANK	Public Safety/Sheriff's Meeting 12/2/21 (Raffi's)	12272021BV		61.74
100-1205-7610	U.S. BANK	Public Safety/Sheriff Meeting 12/1/21 (Max's)	12272021BV		78.16
100-1205-7615	U.S. BANK	EOC Solar Controller/Adapter (Amazon)	12272021BV		62.82
100-1205-7615	U.S. BANK	Face Masks (Amazon)	12272021BV		440.90
100-1205-7636	U.S. BANK	Larry Breceda Safety Boots (Galls)	12272021BV		147.16
100-1205-7650	U.S. BANK	Vehicle #34 Floor Mats (Autoanything.com)	12272021BV		119.60
100-1205-7779	U.S. BANK	DART Nutcracker Event Parking (LAZ Parking)	12272021BV		24.00
100-1205-7779	U.S. BANK	Return-Toy Drive Items (Target)	12272021BV		-17.91
100-1205-7779	U.S. BANK	DART Meeting 12/22/21 (Sweet Basil Pizza)	12272021BV		42.00
100-1205-7779	U.S. BANK	Return-DART/Youth Supplies (Target)	12272021BV		-22.11
100-1205-7779	U.S. BANK	Duarte Hike/Office Snacks (Target)	12272021BV		80.99
100-1205-7779	U.S. BANK	DART Supplies for Toy Drive (Target)	12272021BV		85.96
100-1205-7779	U.S. BANK	Office Help Dinner 12/9/21 (Ajisen Ramen)	12272021BV		96.63
100-1205-7779	U.S. BANK	DART Stuff-A-Bus Gift Card (Target)	12272021BV		100.00
100-1205-7779	U.S. BANK	DART Hike Lunch 12/20/21 (In-N-Out)	12272021BV		125.38
100-1205-7779	U.S. BANK	DART Dinner 12/17/21 (Domenico's)	12272021BV		172.21
100-1205-7779	U.S. BANK	DART Stuff-A-Bus Lunch 12/11/21 (Rasing Cane's)	12272021BV		176.00
100-1205-7779	U.S. BANK	DART/Youth Trip 12/4/21 (LA Zoo Lights)	12272021BV		488.70
100-1205-7887	U.S. BANK	Cable & Switch (Amazon)	12272021BV		25.44
100-1205-7980	U.S. BANK	Toy Drive Supplies (Amazon)	12272021BV		83.21
100-1205-7980	U.S. BANK	Santa Suit Dry Cleaning (Nature's Cleaners)	12272021BV		50.00
100-1205-7980	U.S. BANK	Office Meeting 12/21/21 (Meringue)	12272021BV		33.63
100-1205-7980	U.S. BANK	Propane Exchange (Walmart)	12272021BV		19.76
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	12272021BV		14.99
100-1205-7980	U.S. BANK	Misc Dept Supplies (Target)	12272021BV		62.88
100-1205-7980	U.S. BANK	CSO Interviews 12/22/21 (BJ's Restaurant)	12272021BV		65.06
100-1205-7980	U.S. BANK	Toy Drive Decorations (Michaels)	12272021BV		13.87

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1005-7980	U.S. BANK	DoorDash Dash Pass Monthly Subscription	12272021DJ		9.99
100-1010-7612	U.S. BANK	ICMA Annual Membership	12272021DJ		1,400.00
100-1010-7614	U.S. BANK	City Camera Memory Card (BestBuy.com)	12272021DJ		20.92
100-1010-7980	U.S. BANK	CC Mtg Reception 12/14/21 (Lemon Drop Cookie)	12272021DJ		180.50
100-1010-7980	U.S. BANK	CC Mtg Reception 12/14/21 (Sweet Nothings Cake)	12272021DJ		165.00
100-1020-7712	U.S. BANK	Hootsuite Subscription 12/2/2021 - 1/1/2022	12272021DJ		75.00
100-1020-7712	U.S. BANK	Spotify Subscription	12272021DJ		9.99
100-1020-7716	U.S. BANK	Santa Holiday Drive By Event (DoorDash)	12272021DJ		78.53
100-2121	U.S. BANK	City Manager Expense-To Be Reimbursed	12272021DJ		27.55
Vendor 4484 - U.S. BANK Total:					4,653.13
Vendor: 5907 - ULINE					
100-1610-7618	ULINE	Gym Equipment Wipes	143178426		595.17
Vendor 5907 - ULINE Total:					595.17
Vendor: 1304 - US BANK					
100-1825-7782	US BANK	1999 TAB Trustee Fee 12/1/2021 - 11/30/2022	6373148		605.00
Vendor 1304 - US BANK Total:					605.00
Vendor: 6055 - VICTORIA ROCHA					
100-1010-7610	VICTORIA ROCHA	CAPIO Emergency Conference Airfare	1/5/2022		132.96
Vendor 6055 - VICTORIA ROCHA Total:					132.96
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80569992		576.76
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					576.76
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Yard 11/2021	2970295		145.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cnty Ctr 12/2021	3068954		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Fitness Ctr 12/2021	3068955		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 12/2021	3068963		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 12/2021	3068964		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 12/2021	3068975		65.40
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					472.00
Fund 100 - GENERAL FUND Total:					496,632.77
Fund: 220 - GAS TAX FUN					
Vendor: 5217 - DOTY BROS EQUIPMENT COMPANY					
220-2210-7811	DOTY BROS EQUIPMENT COMP...	Huntington Drive Street Maintenance	75097		4,345.48
Vendor 5217 - DOTY BROS EQUIPMENT COMPANY Total:					4,345.48
Vendor: 5873 - ELIE FARAH INC					
220-2225-8100	ELIE FARAH INC	FY22 Street Rehabilitation PS&E 9/28/21 - 12/28/21	2 DUA21-15	202207/220-2225-8100-Other ...	3,476.00
Vendor 5873 - ELIE FARAH INC Total:					3,476.00
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2220-7980	JCL TRAFFIC SERVICES	Regulatory Sign Shipping	112701		14.82
Vendor 3957 - JCL TRAFFIC SERVICES Total:					14.82

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6009 - KOA CORPORATION					
220-2225-7980	KOA CORPORATION	Greenbank Traffic Study 11/29/21 - 12/31/21	JC11130 - 3		1,808.91
220-2225-7980	KOA CORPORATION	Las Lomas Maynard Traffic Study 12/2021	JC11187 - 1		1,373.59
Vendor 6009 - KOA CORPORATION Total:					3,182.50
Fund 220 - GAS TAX FUN Total:					11,018.80
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 1/2022	7682546		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					20,636.07
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Irrigation Backflow Repair	115545000-001		9.82
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	115658193-001		236.65
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					246.47
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					20,882.54
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 1092 - GRAINGER					
440-4405-7650	GRAINGER	Yard Supplies	9162289277		17.00
Vendor 1092 - GRAINGER Total:					17.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7980	SUPERIOR PROPERTY SERVICES ...	Bus Stop Cleaning/Pressure Washing 12/13/21	17220		1,278.75
440-4405-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	17221		618.33
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,897.08
Fund 440 - PROPOSITION A TRANSIT FUND Total:					1,914.08

Council Warrant Register By Vendor

Payment Dates: 1/13/2022 - 1/26/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
460-4605-7650	AUTOZONE	Yard Supplies	2814534711		20.50
Vendor 1491 - AUTOZONE Total:					20.50
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7980	SUPERIOR PROPERTY SERVICES ...	Bus Stop Cleaning/Pressure Washing 12/13/21	17220		1,046.25
460-4605-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 12/2021	17221		463.79
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,510.04
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,530.54
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 6184 - BEST BEST & KRIEGER LLP					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 12/2021	923609		1,161.54
Vendor 6184 - BEST BEST & KRIEGER LLP Total:					1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Fund: 620 - COMMUNITY IMPROVEMENT FUND					
Vendor: 6315 - URBAN ARENA INC					
620-6220-7965	URBAN ARENA INC	ATP Cycle 4 -PAED Phase 11/2021	23359	202118-ATP Cycle 4-Professiona..	17,230.00
Vendor 6315 - URBAN ARENA INC Total:					17,230.00
Fund 620 - COMMUNITY IMPROVEMENT FUND Total:					17,230.00
Grand Total:					550,370.27

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	496,632.77
220 - GAS TAX FUN	11,018.80
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	20,882.54
440 - PROPOSITION A TRANSIT FUND	1,914.08
460 - PROPOSITION C TRANSIT FUND	1,530.54
490 - MEASURE W (WATER/STORMWATER)	1,161.54
620 - COMMUNITY IMPROVEMENT FUND	17,230.00
Grand Total:	550,370.27

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	482.96
100-1010-7612	Publications and Dues	2,300.00
100-1010-7614	Office Supplies	20.92
100-1010-7685	Content Delivery, Network..	5,946.13
100-1010-7980	Other Expenses	345.50
100-1015-7682	Labor Counsel Legal	21,035.00
100-1015-7684	Code Enforcement Legal	11,715.71
100-1020-7712	Community Information (...)	8,439.99
100-1020-7716	Special Community Events	768.87
100-1020-7718	City Newsletter	1,300.00
100-1020-7724	Post Office Parking	2,288.00
100-1020-7980	Other Expenses	2,975.86
100-1205-7076	Tuition Reimbursement	3,000.00
100-1205-7610	Travel, Mtgs & Conf	194.48
100-1205-7612	Publications and Dues	480.00
100-1205-7615	Emergency Supplies	503.72
100-1205-7636	Uniforms	147.16
100-1205-7650	Vehicle Maintenance	119.60
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	558.12
100-1205-7761	Parking Ticket Collect	3,540.00
100-1205-7779	Youth Programs	1,351.85
100-1205-7780	Animal Control	5,316.67
100-1205-7781	Contract Law Enforcement	6,077.74
100-1205-7782	Crossing Guard Contract ...	8,562.86
100-1205-7887	Repairs & Replacements	25.44
100-1205-7980	Other Expenses	343.40
100-1205-8030	Other Equipment	291.60
100-1405-7612	Publications and Dues	2,623.00
100-1405-7614	Office Supplies	19.83
100-1405-7800	Building Department Serv...	336,908.80
100-1405-7975	Economic Development E...	1,500.00
100-1410-7650	Vehicle Maintenance	90.76
100-1410-7814	Graffiti Removal	463.83
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7614	Office Supplies	117.90
100-1605-7730	Special Events	634.90
100-1605-7733	Senior Center	1,665.30
100-1605-7735	Teen Center	229.54
100-1605-7980	Other Expenses	1,599.50
100-1610-7616	Pool Supplies	73.38
100-1610-7617	Pool Chemicals	615.27
100-1610-7618	Building Supplies	2,282.12
100-1610-7636	Uniforms	286.31

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	15,497.76
100-1610-7660	Other Services	5,670.00
100-1805-7614	Office Supplies	100.72
100-1805-7653	Bank Charges	398.34
100-1810-7672	Neogov Program Costs	5,651.15
100-1815-7632	Software Maintenance	1,038.96
100-1815-7820	Finance System Support	11,684.25
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	3,989.85
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7630	Equipment Lease	1,751.15
100-1825-7631	Equipment Maintenance	981.34
100-1825-7782	Admin Support of SA	605.00
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.00
100-2121	Pass Through Deposits	27.55
100-2122	Disability Access & Educ P...	116.80
100-4402	Community Center Rentals	600.00
220-2210-7811	Street Maintenance	4,345.48
220-2220-7980	Other Expenses	14.82
220-2225-7980	Other Expenses	3,182.50
220-2225-8100	Other Capital Improvemnts	3,476.00
240-2410-7888	Repairs-Citywide	246.47
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
440-4405-7650	Vehicle Maintenance	17.00
440-4405-7814	Graffiti Removal	618.33
440-4405-7980	Other Expenses	1,278.75
460-4605-7650	Vehicle Maintenance	20.50
460-4605-7814	Graffiti Removal	463.79
460-4605-7980	Other Expenses	1,046.25
490-4905-7980	Other Expenses	1,161.54
620-6220-7965	Professional Services	17,230.00
Grand Total:		550,370.27

Project Account Summary

Project Account Key	Payment Amount
None	527,233.98
202105-Contract Law Enforcement	1,830.50
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.12
202118-ATP Cycle 4-Professional Services	17,230.00
202207/220-2225-8100-Other Cap. Impr-2022 St Rehab	3,476.00

Project Account Summary**Project Account Key**

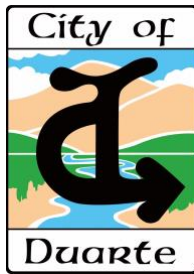
250016-Oper of Acq Prop-1229 Pops Road

Payment Amount

41.67

Grand Total:

550,370.27



PUBLIC SAFETY STATUS REPORT December 2021



PROJECT/PROGRAM	STATUS
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	We finished off the year strong and closed out the year to date Part 1 crimes up just 3.74%.
2. Special Assignment Team	Deputies Milano and Gonzales investigated a tip of an illegal gambling location operating out of a residence on Citrusview Avenue and they were able to write and execute a search warrant on the location. They recovered tens of thousands worth of gambling machines and numerous pieces of evidence of gambling and uncovered evidence of a marijuana grow. Code enforcement is now taking over the abatement of the nuisance on the property.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has one Measure H grant we are administering to: The five cities grant officially ended on December 31, 2021. We extended our contract with Union Station homeless navigation services for three months using general funds to bridge the gap between the SGVCOG and the County implementing the next phase of services that will be offered to cities to cover outreach services. The homeless services grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. We are currently not housing anyone at this time.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018.

PROJECT/PROGRAM STATUS	
	Tony's has been working with LAHSA and the City of Irwindale to prepare for the 2022 homeless count. The count has been delayed due to the Delta Variant until February 22, 2022.
3. Riverbed Areas	We are currently looking for State and Federal grant opportunities to fund clean ups within the riverbed areas.
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended December 31, 2021
(50.0% of FY 2021-22 Completed)

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

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

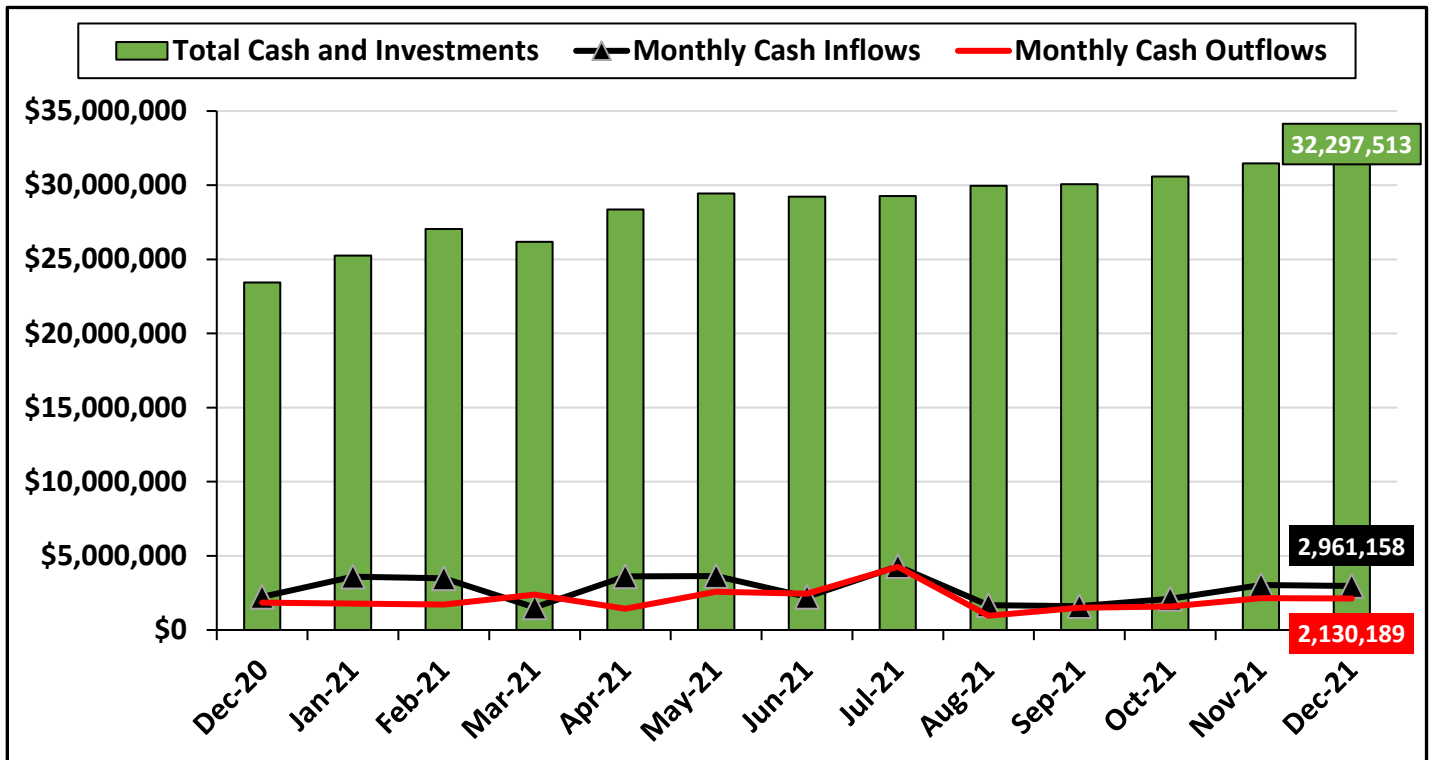
* "Unemployment Rate" is number of unemployed persons as a percentage of the civilian labor force.

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

Month Ended December 31, 2021

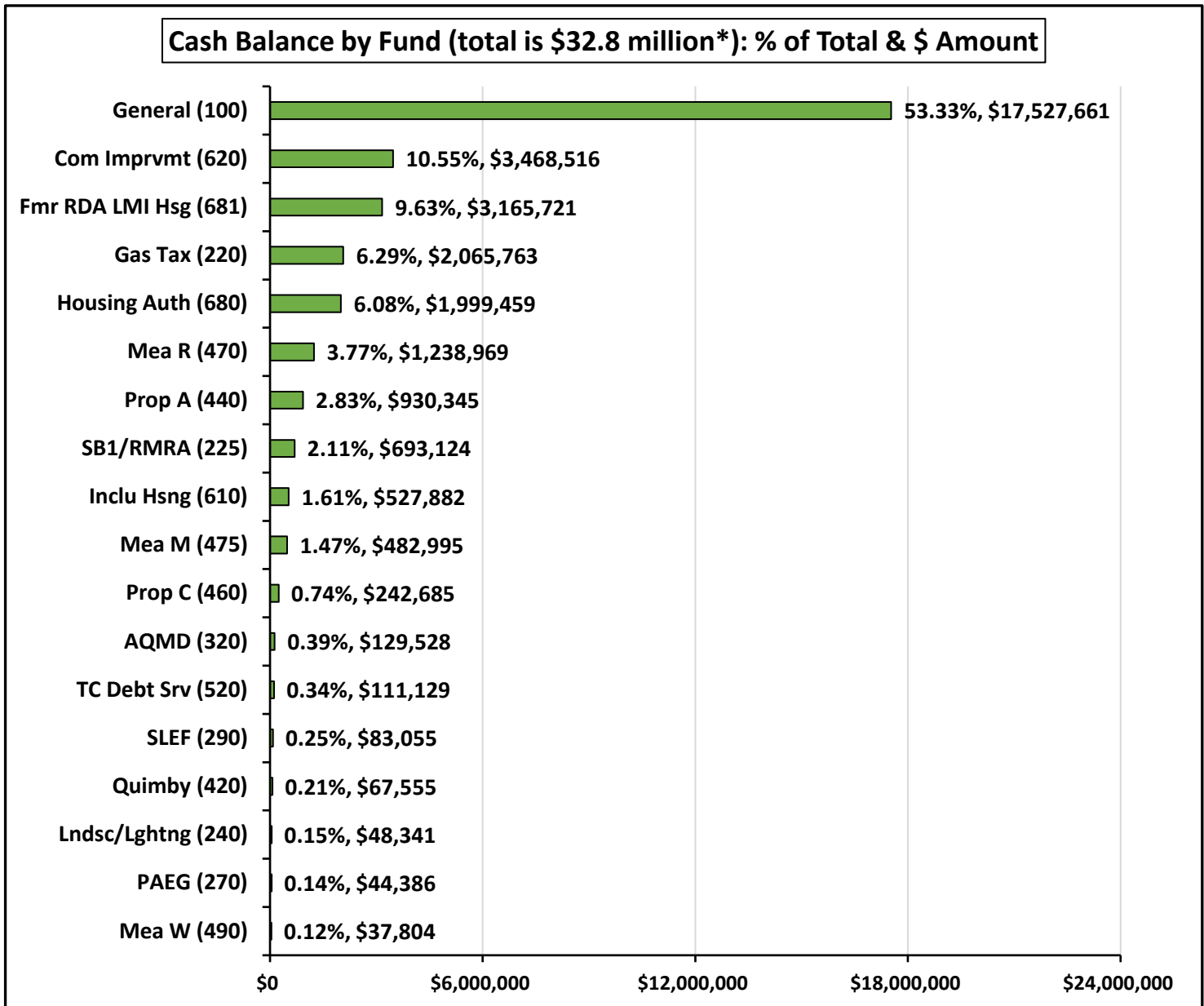
MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (12/01/2021)	\$16,008,061	\$15,458,484	\$31,466,544
Cash Inflows			
Receipts	\$2,961,158	\$0	\$2,961,158
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$2,961,158	\$0	\$2,961,158
Cash Outflows			
Disbursements	\$2,130,189	\$0	\$2,130,189
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,130,189	\$0	\$2,130,189
Net Activity	\$830,969	\$0	\$830,969
Ending Balance (12/31/2021)	\$16,839,029	\$15,458,484	\$32,297,513



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

CITY OF DUARTE

Treasury Report - Cash Balance by Fund Month Ended December 31, 2021



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

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

CITY OF DUARTE

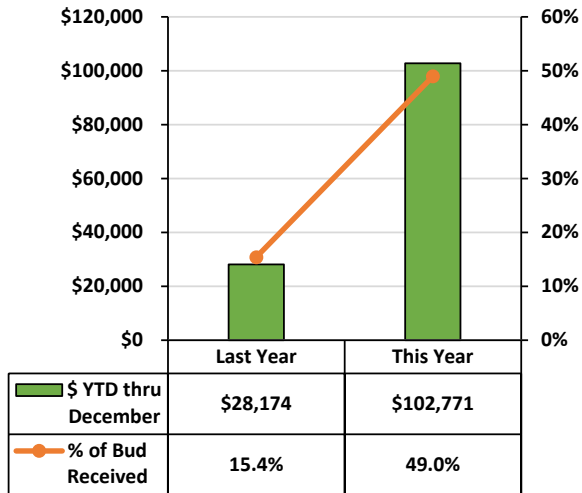
General Fund Revenue by Category & Major Sources FY 2021-22 Year-to-Date Through December versus Prior Year



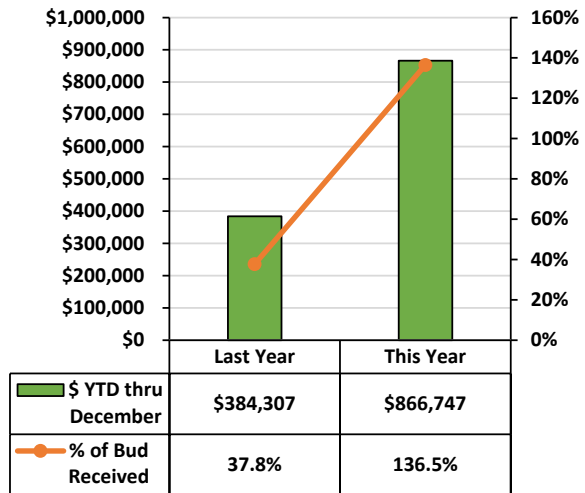
CITY OF DUARTE

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

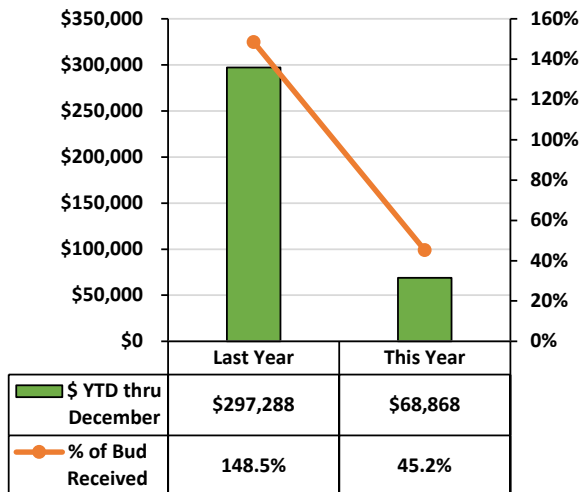
Recreation Fees



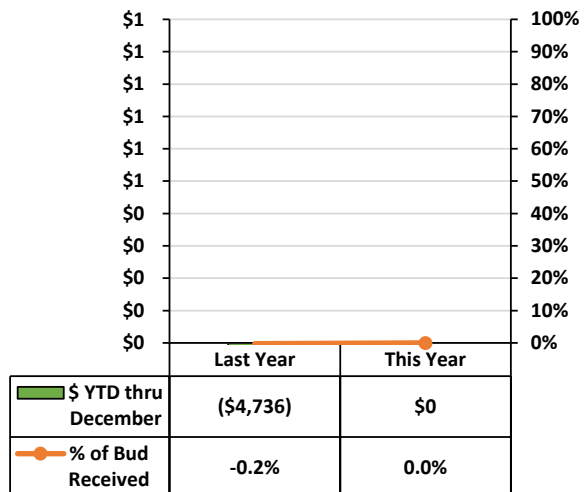
Other Service Charges



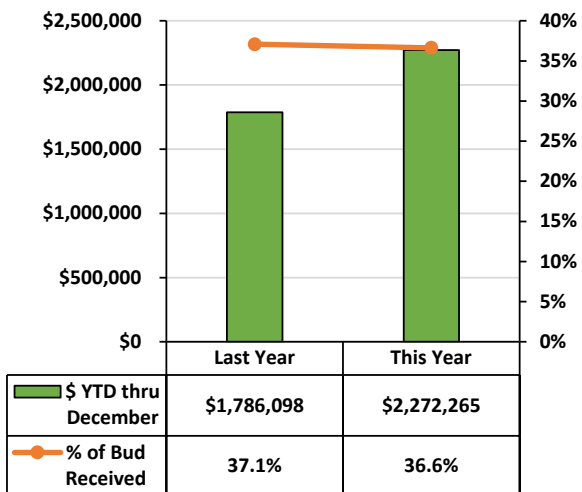
Miscellaneous



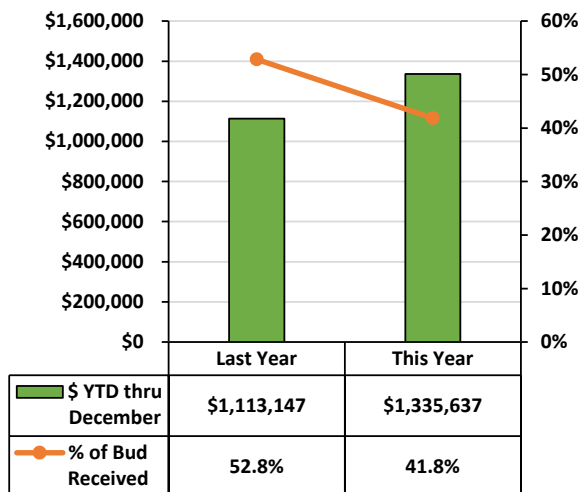
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

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



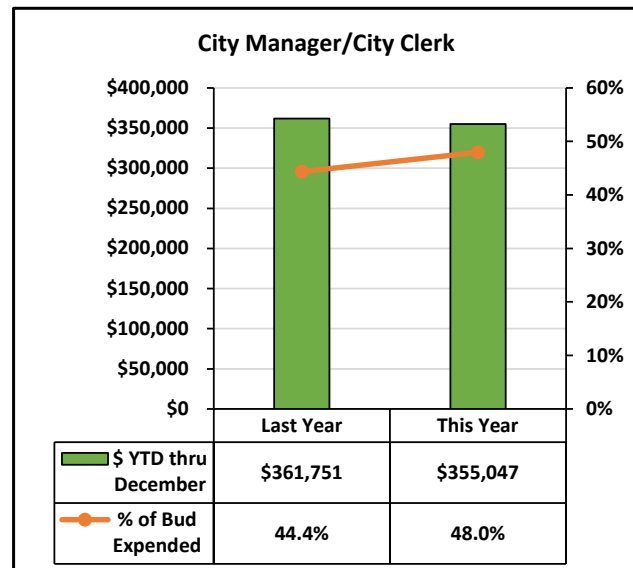
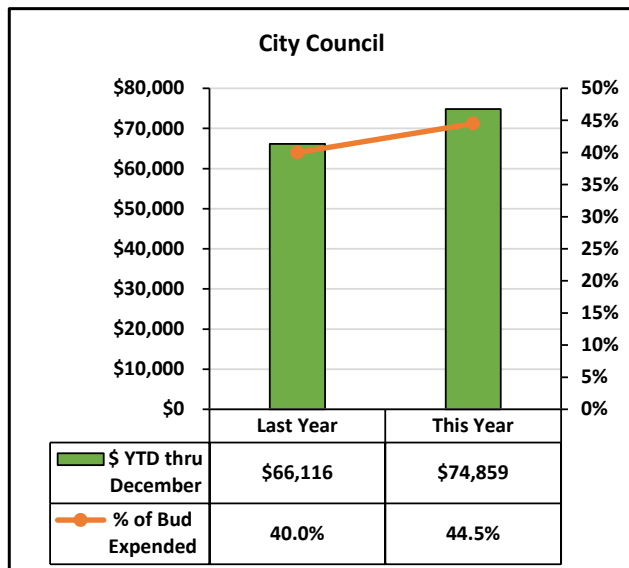
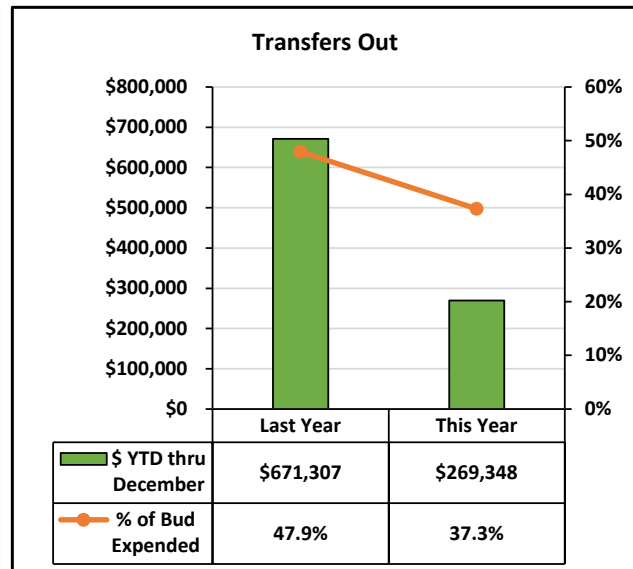
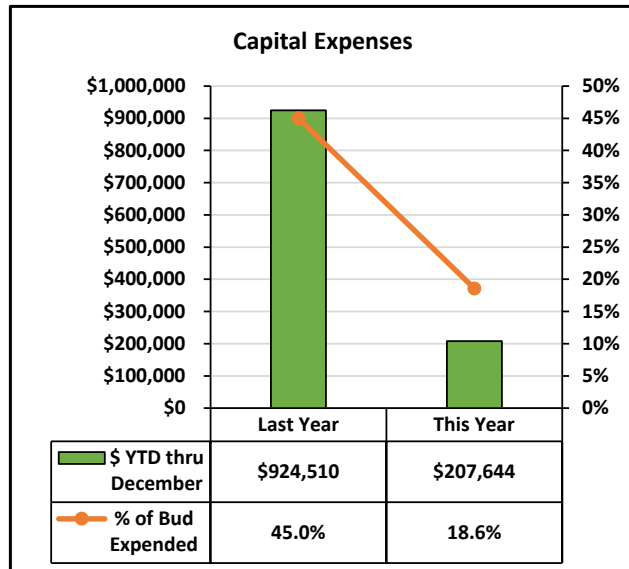
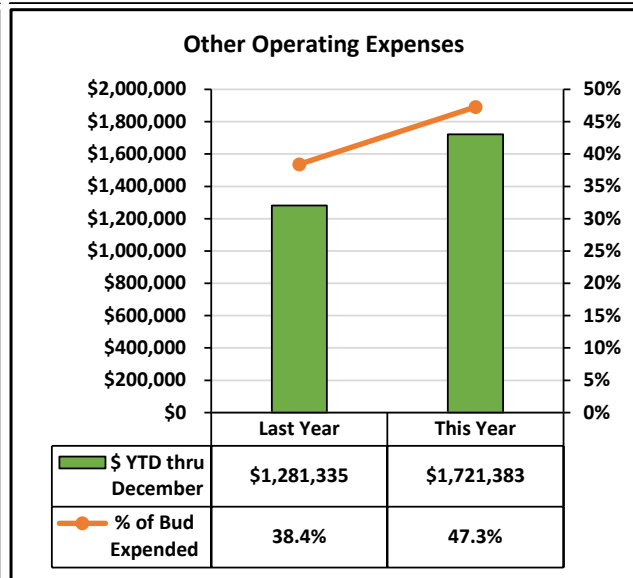
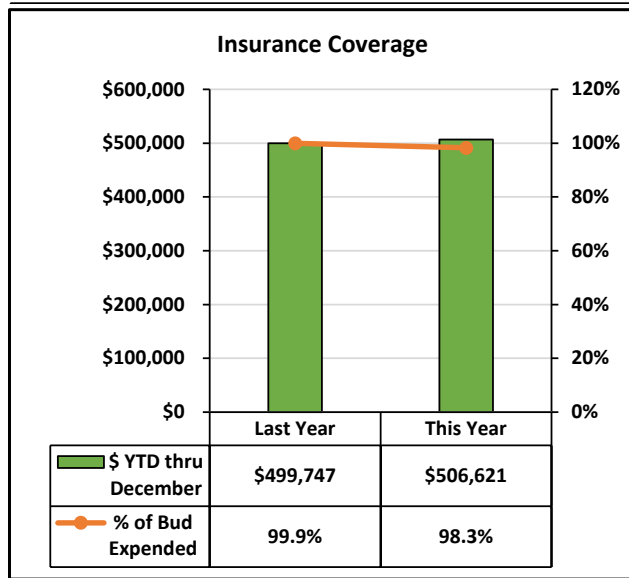
CITY OF DUARTE

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



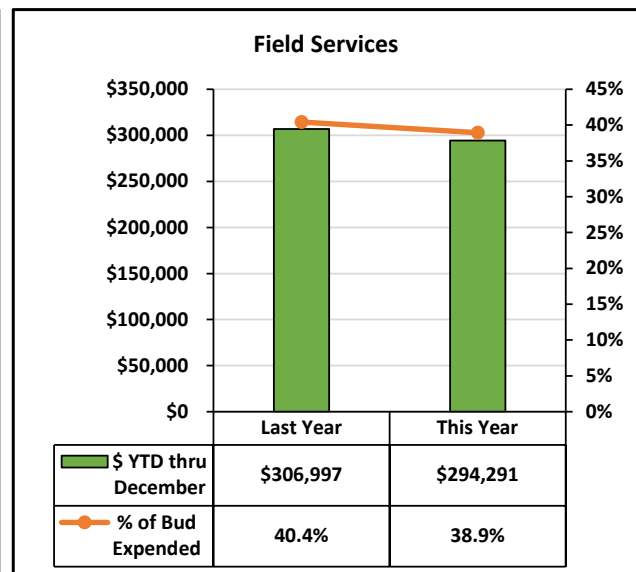
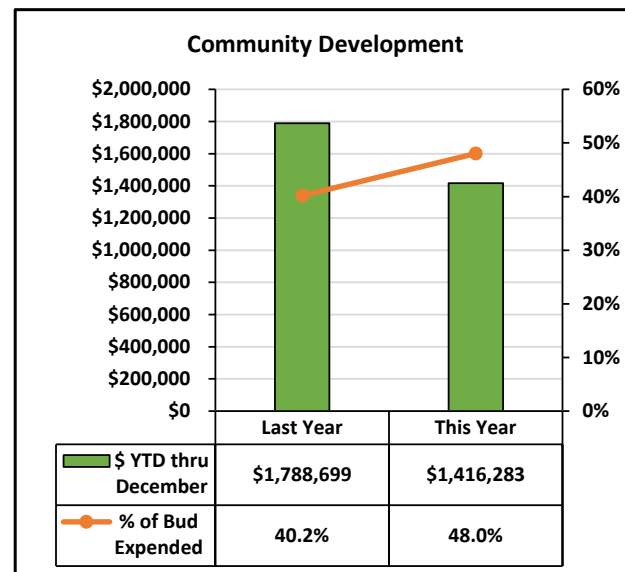
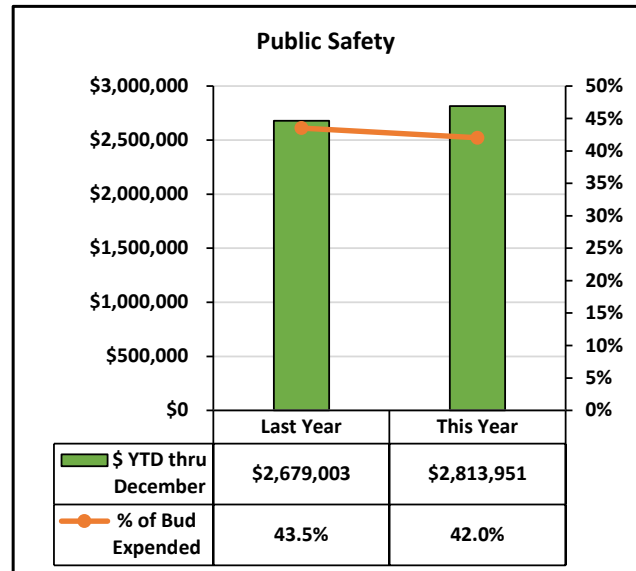
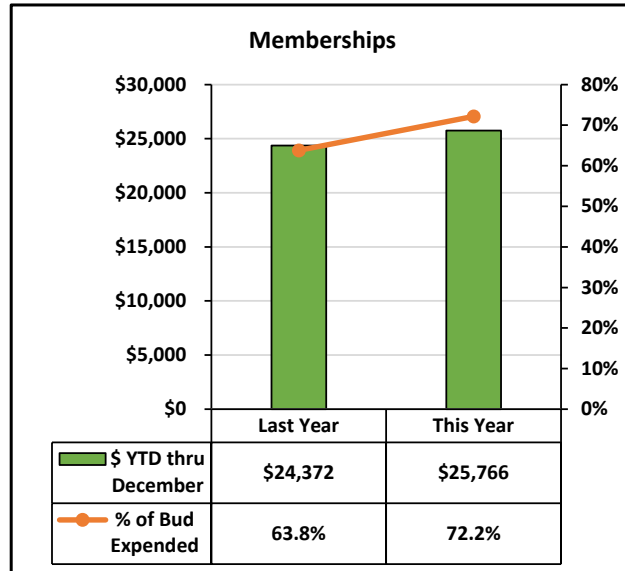
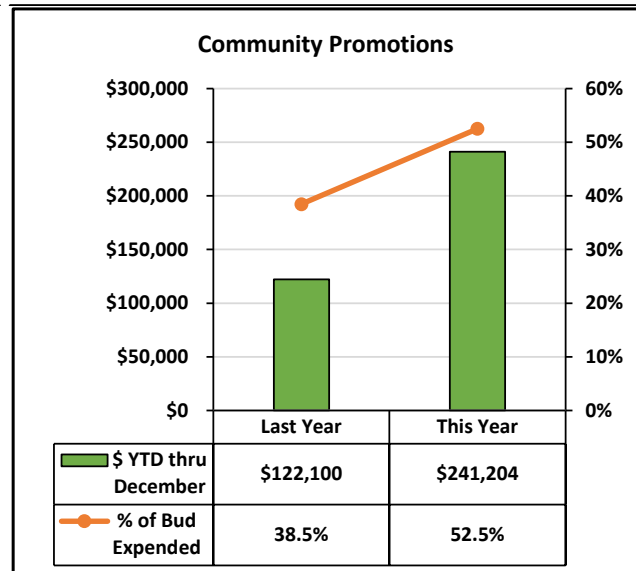
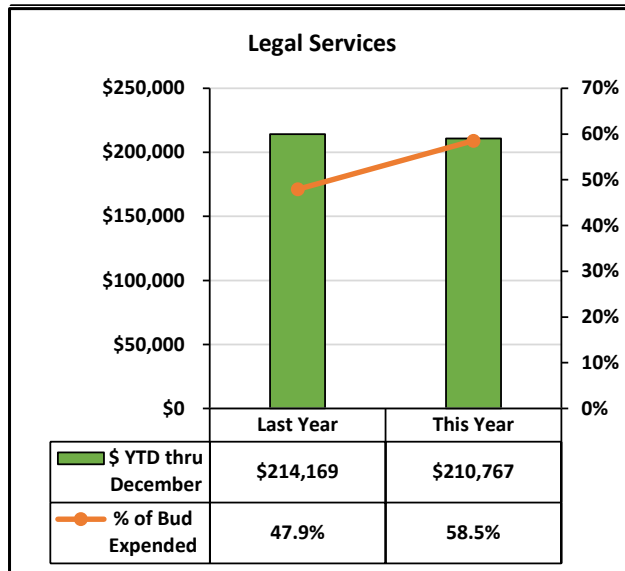
CITY OF DUARTE

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



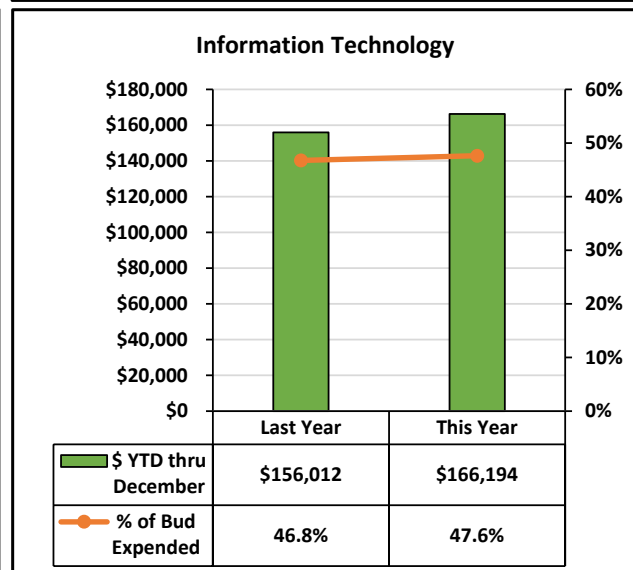
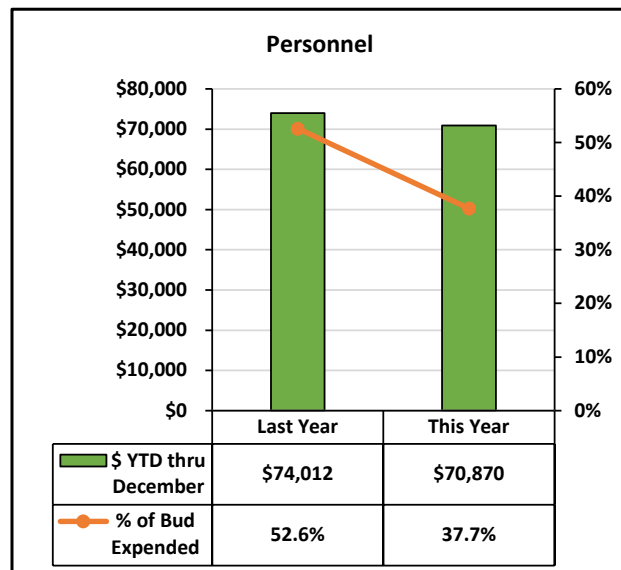
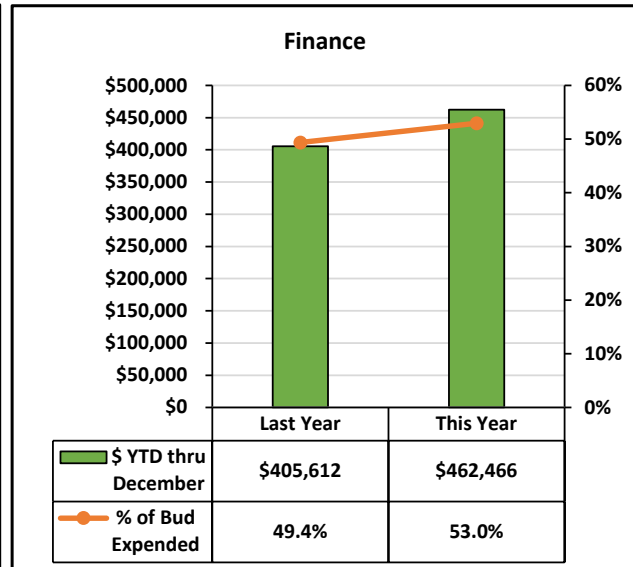
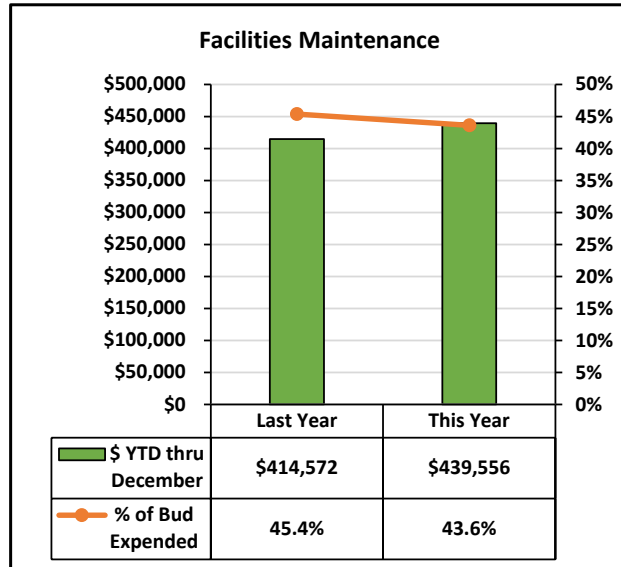
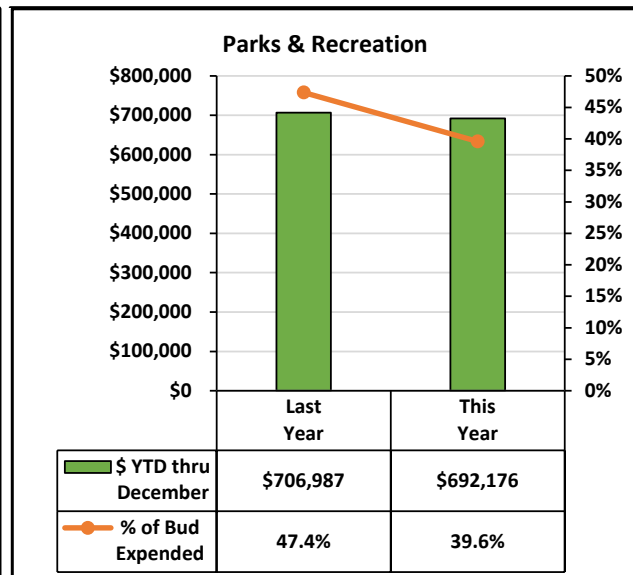
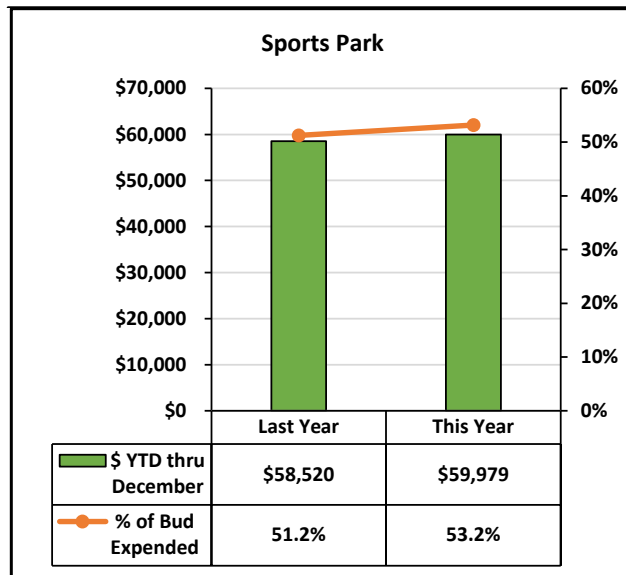
CITY OF DUARTE

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



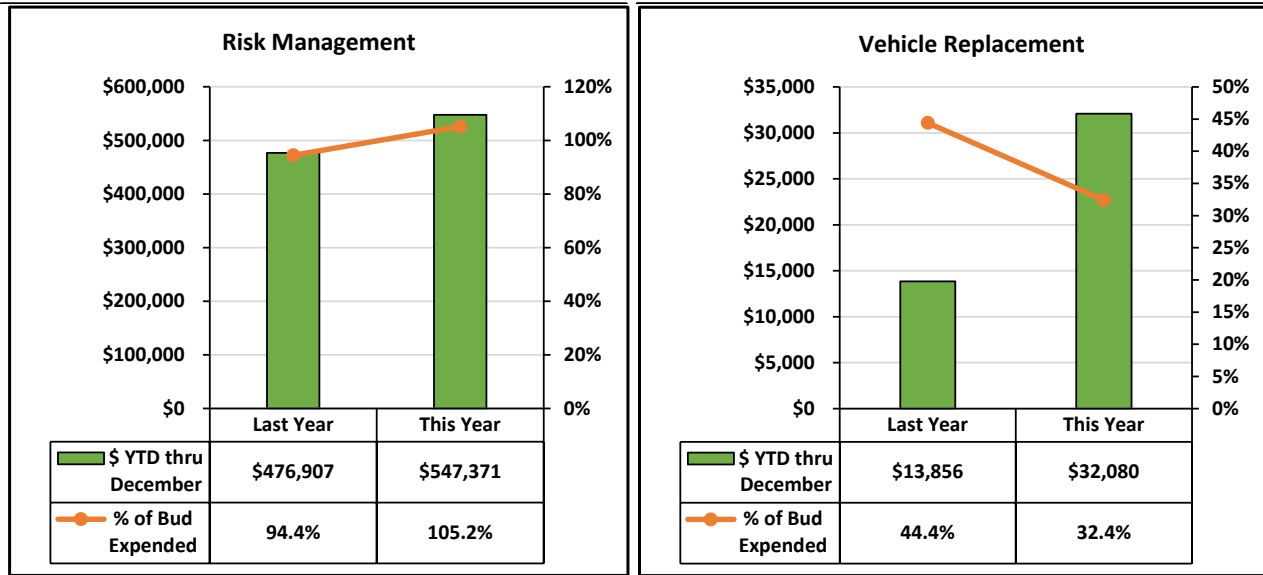
CITY OF DUARTE

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



CITY OF DUARTE

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



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	19,734,107	9,055,154	0	9,333,885	269,348	(548,079)	19,186,028
220	Gas Tax	2,095,465	270,966	0	318,509	0	(47,543)	2,047,922
225	SB1/RMRA	546,342	146,782	0	0	0	146,782	693,124
240	Lghtng & Lndscpng	105,278	407,503	0	531,758	0	(124,254)	(18,976)
260	CDBG	(36)	1,663	0	2,500	0	(837)	(873)
270	PAEG	36,139	8,247	0	0	0	8,247	44,386
290	Supp Law Enfrcmnt	0	134,292	0	62,888	0	71,405	71,405
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	130,152	7,090	0	7,713	0	(623)	129,529
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	21	0	0	0	21	67,554
440	Prop A	825,277	306,925	0	202,163	0	104,762	930,039
460	Prop C	182,526	222,874	0	162,982	0	59,892	242,418
470	Mea R	1,071,493	167,476	0	0	0	167,476	1,238,969
475	Mea M	339,987	189,083	0	48,500	0	140,583	480,570
490	Mea W	50,454	15	0	23,268	0	(23,253)	27,201
520	Town Cntr Debt Serv	262,101	59	0	151,030	0	(150,971)	111,130
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	0	1	1,196
610	Inclusionary Hsng	527,716	166	0	0	0	166	527,882
620	Community Impr	776,404	320,105	48,511	234,677	0	133,939	910,343
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	631	0	20,829	0	(20,198)	1,999,459
681	Fmr RDA L/M Hsg	4,055,055	997	0	8,578	0	(7,580)	4,047,475
Total - All Funds		32,826,845	11,240,051	269,348	11,330,115	269,348	(90,065)	32,736,780



City of Duarte

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

January 26, 2022

California Department of Forestry and Fire Protection
1416 9th Street
P.O. Box 944246
Sacramento, CA 94244-2460

RE: Letter of Support for the San Gabriel Valley Regional Community Wildfire Protection Plan

Dear California Department of Forestry and Fire Protection,

The City of Duarte would like to express our support for San Gabriel Valley Council of Governments' (SGVCOG) San Gabriel Valley Regional Community Wildfire Protection Plan (CWPP) grant application for the Fire Prevention Grants Program. The San Gabriel Valley Regional CWPP will serve as a foundational document that will help the community prevent, mitigate, respond, and recover from the potential wildfire threat.

The City of Duarte proudly supports community-based projects and initiatives that will protect at-risk communities and essential infrastructure from wildfire. The San Gabriel Valley is particularly vulnerable to the risk of wildfire given that 22 of the region's communities are identified as "Communities at Risk" according to the latest Fire and Resource Assessment Program map. The risk our communities face is real as just last year, the Bobcat Fire burned over 115,000 acres in the San Gabriel Mountains over a span of 3 months. It triggered mandatory evacuation orders in several San Gabriel Valley cities, including the City of Duarte, and is known as the second largest fire recorded in Los Angeles County to date. Acknowledging that the San Gabriel Valley lacks a comprehensive regional wildfire prevention framework or program, the City of Duarte strongly supports the development of a regional model for wildfire prevention and adaptation through the SGVCOG's San Gabriel Valley Regional CWPP.

The City of Duarte respectfully requests that you provide favorable consideration to this application, which will support the region to clarify and refine its priorities for the protection of life, property, and critical infrastructure in the San Gabriel Valley's wildland-urban interface. Thank you for your time and please do not hesitate to contact our Public Safety Director Brian Villalobos via e-mail at bvillalobos@accessduarte.com if you have any questions.

Sincerely,

Margaret Finlay
Mayor
City of Duarte



City of Duarte

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

January 26, 2022

California Department of Forestry and Fire Protection
1416 9th Street
P.O. Box 944246
Sacramento, CA 94244-2460

RE: Letter of Support for the San Gabriel Valley Regional Wildfire Adaptation and Outreach Program

Dear California Department of Forestry and Fire Protection,

The City of Duarte is writing to express our support for San Gabriel Valley Council of Governments' (SGVCOG) San Gabriel Valley Regional Wildfire Adaptation and Outreach Program grant application for the Fire Prevention Grants Program. The Program would provide wildfire prevention and adaptation of public outreach and education activities for cities and communities in the SGVCOG's jurisdiction, especially those that are located in High Fire Hazard Severity Zones.

The City of Duarte recognizes that the San Gabriel Valley Regional Wildfire Adaptation and Outreach Program addresses critical regional needs as the San Gabriel Valley lacks a long-term comprehensive regional wildfire public outreach program. By hosting wildfire prevention workshops, community pop-up events, and marketing campaigns, the Program can both increase public wildfire prevention awareness and address local environmental and safety concerns. Investing in the Program will also generate regional benefits as surrounding cities and counties would become more inclined to raise awareness in wildfire prevention and outreach programs.

The City of Duarte respectfully requests that you provide favorable consideration to this application, which will help educate community members, residents, businesses, and local jurisdictions to maintain defensible space and structural hardening, prepare for possible evacuations, develop wildfire action plans, and understand evacuation terminologies. Thank you for your time and please do not hesitate to contact our Public Safety Director Brian Villalobos via e-mail at bvillalobos@accessduarte.com if you have any questions.

Sincerely,

Margaret Finlay
Mayor
City of Duarte



AGENDA REPORT

MEETING DATE: January 25, 2022

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

BY: Victoria Rocha, Assistant to the City Manager

SUBJECT: CalRecycle SB 1383 Local Assistance Grant Program

RECOMMENDATION: Adopt by Title only Resolution No. 22-05, A Resolution of the City Council of the City of Duarte, California, Authorizing on Its Behalf the Submittal of a Grant Application by a Lead Agency which the San Gabriel Valley Council of Governments is Eligible.

FISCAL IMPACT: There is no cost to the City to submit applications for the CalRecycle's SB 1383 Local Assistance Grant Program. If the City is selected for participation, it will receive approximately \$29,000 from CalRecycle to be used within a twenty-four-month period for implementing organic waste recycling programs as mandated by SB 1383.

BACKGROUND

The passage of Senate Bill 1383 (SB 1383) in September 2016 imposed statewide targets to reduce the disposal of organic waste by 75 percent by January 1, 2025 (based on 2014 levels) and recover at least 20 percent of currently disposed edible food for human consumption by 2025. The California Department of Resources Recycling and Recovery (CalRecycle) finalized and adopted SB 1383 guidelines in November 2020 with the approval of the Office of Administrative Law. SB 1383 became effective on January 1, 2022.

Given the substantial impacts to cities' solid waste and recycling practices that the law requires, CalRecycle is offering cities one-time non-competitive grant funding to assist in implementation. Similar to CalRecycle's Used Oil and Beverage Container Recycling grants, all jurisdictions that apply will receive a base award plus additional funding dependent on city size. The City of Duarte is projected to receive about \$29,000. The only eligibility requirement is that applicants must have adopted an enforceable SB 1383 ordinance by April 1, 2022. Duarte City Council adopted an ordinance by second reading at the January 11, 2022, meeting, making Duarte eligible to apply.

The application is due February 1, 2022. Eligible activities and costs include:

- Capacity Planning
- Collection
- Edible Food Recovery

- Education and outreach (includes organic waste & edible food recovery)
- Enforcement and Inspection
- Program Evaluation/Gap Analysis
- Procurement Requirements (using recycled organic products – compost, mulch, electricity, and/or renewable gas and recycled paper and paper products)
- Record Keeping

DISCUSSION/ANALYSIS

Duarte staff has determined that of the eligible activities, capacity planning, edible food recovery, education and outreach, and program evaluation/gap analysis are the City's highest priority needs both as an individual jurisdiction and as a participant of the San Gabriel Valley Regional Food Recovery Program as administered by the San Gabriel Valley of Governments (SGVCOG).

Acknowledging that CalRecycle is providing non-competitive grant funding for local jurisdictions to comply with SB 1383, the SGVCOG's Solid Waste Working Group, of which Duarte has staff representation, recently directed SGVCOG staff to develop a Regional Application to seek funds from the CalRecycle SB 1383 Local Grant Assistance Program's funds to expand the San Gabriel Valley Regional Food Recovery Program. The expansion would include establishing subregional food recovery hubs across the San Gabriel Valley to increase the region's food recovery capacity and infrastructure and continuing education and outreach activities to educate Tier 1 and Tier 2 edible food waste generators, food recovery organizations, and residents about SB 1383's food recovery regulations from April 1, 2022, to March 30, 2024. This expansion was deemed highest priority by Duarte staff as food recovery falls outside of the scope of work of city waste haulers and is the sole responsibility of each individual jurisdiction. The success of a regional food recovery program relies on increased capacity and infrastructure that can be incorporated into the larger Los Angeles County program. Staff is estimating about 65 percent of Duarte's grant allocation will go toward this activity. The remaining 35 percent of funds will be retained for direct City on additional compliance activities.

Cities that are interested in partnering with the SGVCOG to submit a regional application to the SB 1383 Local Grant Assistance Program to expand the San Gabriel Valley Regional Food Recovery Program must prepare a Letter of Authorization by Resolution to provide the SGVCOG to apply for and to act on their behalf in the implementation and administration of the grant funding if awarded. The SGVCOG is applying for both expansion of the regional food program and consulting services on behalf of the City of Duarte. The Resolution attached to this staff report authorizes the SGVCOG to proceed with a regional multi-agency grant application.

RECOMMENDATION

Adopt by Title only Resolution No. 22-05, A Resolution of the City Council of the City of Duarte, California, Authorizing on Its Behalf the Submittal of a Grant Application by a Lead Agency which the San Gabriel Valley Council of Governments is Eligible.

FISCAL IMPACT

There is no cost to the City to submit applications for the CalRecycle's SB 1383 Local Assistance Grant Program. If the City is selected for participation, it will receive approximately \$29,000 from

CalRecycle to be used within a twenty-four-month period for implementing organic waste recycling programs as mandated by SB 1383.

ATTACHMENTS

Attachment A – Resolution

RESOLUTION NO. 22-05

RESOLUTION OF THE CITY OF DUARTE AUTHORIZING ON ITS BEHALF THE SUBMITTAL OF A GRANT APPLICATION BY A LEAD AGENCY FOR WHICH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS IS ELIGIBLE

WHEREAS, Public Resources Code sections 48000 et seq. authorize the California Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, the SB 1383 Local Assistance Grant Program allows regional grant projects; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte authorizes the San Gabriel Valley Council of Governments to submit a SB 1383 Local Assistance Grant Program regional application on behalf of itself as a regional participant.

BE IT FURTHER RESOLVED that the San Gabriel Valley Council of Governments is hereby authorized and empowered to execute on behalf of the City of Duarte all grant-related documents, including, but not limited to, applications, payment requests, agreements, and amendments necessary to secure grant funds and to implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

PASSED, APPROVED, AND ADOPTED this 25th day of January 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 22-05 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 25th day of January 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: January 25, 2022

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Second reading to adopt proposed Ordinance No. 906, amending Sections 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040 of the Duarte Municipal Code to change the beginning and ending dates of Commissioner terms

RECOMMENDATION: Adopt by second reading Ordinance No. 906, amending Duarte Municipal Code Sections 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040, Regarding the Terms of Various Commissioners

FISCAL IMPACT: None

BACKGROUND

In the summer of 2021, Councilmember Paras-Caracci requested that staff review the Duarte Municipal Code (DMC) provisions relating to the appointment and terms of the City's various commissions. Currently, commissioners are appointed by the City Council, typically for four-year terms, beginning in January of an even-numbered year and ending on the fourth December of their term, which is an odd-numbered year. (Note that the length of the terms of certain commissioners are two years or one year; the implications of the proposed amendment for commissioners with two- and one-year terms will be discussed as well.)

Councilmember Paras-Caracci proposed amending the terms in order to better align them with the election of new councilmembers. **Specifically, under the proposed amendment, commissioner terms would begin in January of odd-numbered years, and the terms would end in December of even-numbered years.** This amendment would make City Council elections, which occur in November of even-numbered years, much closer in time to the beginning of commissioner terms.

At the November 9, 2021, City Council meeting, the City Council discussed these potential revisions to the DMC. The Council directed staff to move forward with drafting an ordinance consistent with Mayor Pro Tem Paras-Caracci's proposal. Staff drafted the ordinance, and it was presented for first reading at the City Council meeting of January 11, 2022. If adopted by the City Council this evening, it will go into effect in 30 days.

DISCUSSION/ANALYSIS

The analysis of the potential changes to commissioner terms were discussed in detail in the November 9, 2021, staff report and is reiterated below. Council provided direction consistent with staff's report and Mayor Pro Tem Paras-Caracci's proposal, therefore the analysis has not changed for this draft ordinance.

There are six commissions provided for in the DMC: (1) Planning; (2) Economic Development; (3) Traffic Safety; (4) Public Services; (5) Public Safety; and (6) Parks and Recreation. The Mayor's Youth Council is not a commission created under the DMC, therefore its term would not be affected by the discussion here.

Four of the commissions (Planning, Economic Development, Traffic Safety, and Public Services) have standard four-year terms for all commissioners. Public Safety has four commissioners with standards four-year terms, two commissioners with two-year terms, and one commissioner with a one-year term. Parks and Recreation has six commissioners with four-year terms and one commissioner with a one-year term.

With respect to the terms of **current commissioners**, the proposed amendments would have the following impact:

- If Council directs staff to update the commissioner terms, staff would provide draft amendments to the DMC to update the terms of the commissioners whose terms would end on December 31, 2023, to December 31, 2024. This would ensure the application cycles and terms are consistent with an updated timeline;
- It should be noted that because there are commission terms ending on December 31, 2021, those commissioners would need to be reappointed or have their seats filled under the current DMC provisions due to the timing of this item (e.g., two readings, 30 days to take effect) unless the City Council passes an urgency ordinance or holds a special meeting for the first reading of an ordinance.

Provided below is an overview of how the proposed amendments would impact the timing of the selection of commissioners with four-year terms, two-year terms, and one-year terms. Each over provides an example of current and proposed timeline

Impact on Four-Year Terms

Current Term Example

- Begins: January 1st of even years (e.g., January 1, 2022)
- Ends: The fourth December 31st from the beginning of the term (e.g., December 31, 2025)

4-Year Current Timeline Example

Date	Event
June – December 2019	Receive applications & interview
January 2020	Appoint commissioners/terms begin
November 2020	Council elections
June – December 2021	Receive applications & interview <i>w/ new councilmembers</i>
January 2022	Appoint commissioners/terms begins
December 2025	End commission term

Potential Change:

- New Term Begins: January 1st of odd years (e.g., January 1, 2023)
- New Term Ends: The fourth December 31st from the beginning of the term (e.g., December 31, 2026)
 - Example New Term: January 1, 2023 – December 31, 2026

Thus, new Councilmembers may participate in the application review and appointment process in December of the election year and vote to appoint new commissioners in an upcoming January meeting.

4-Year Potential New Timeline Example

Date	Event
November 2022	Election
December 2022	Receive applications & interview <i>w/ new councilmembers</i>
January 2023	Appoint commissioners/terms begin
December 2026	End commission terms

Impact on Two-Year Terms

Current Term Example

- Begins: January 1st of even years (e.g., January 1, 2022)
- Ends: The second December 31st from the beginning of the term (e.g., December 31, 2023)

2-Year Current Timeline Example

Date	Event
June – December 2021	Receive applications & interview
January 2022	Appoint commissioners/terms begin
November 2022	Council elections
June – December 2023	Receive applications & interview <i>w/ new councilmembers</i>
December 2023	End commission terms
January 2024	Appoint commissioners/terms begin

Potential Change:

- New Term Begins: January 1st of odd years (e.g., January 2023)
- New Term Ends: The second December 31st from the beginning of the term (e.g., December 2024)
 - Example New Term: January 1, 2023 – December 31, 2024

2-Year Potential New Timeline Example

Date	Event
November 2022	Election
December 2022	Receive applications & interview <i>w/ new councilmembers</i>
January 2023	Appoint commissioners/terms begin
December 2024	End commission terms

Impact on One-Year Terms

Current Term Example

- Begins: January 1st of each year (e.g., January 1, 2020)
- Ends: December 31st of the same year (e.g., December 31, 2021)

Potential Change

- No change is necessary, as the commissioner is selected each year

RECOMMENDATION

It is recommended that the City Council adopt by second reading Ordinance No. 906, amending Duarte Municipal Code Sections 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040, Regarding the Terms of Various Commissioners.

FISCAL IMPACT

None

ATTACHMENTS

Ordinance No. 906

ORDINANCE NO. 906

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING DUARTE MUNICIPAL CODE SECTIONS 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, 2.29.040, REGARDING THE TERMS OF VARIOUS COMMISSIONERS

WHEREAS, the Duarte Municipal Code provides for the creation of the Planning Commission, Public Safety Commission, Parks and Recreation Commission, Economic Development Commission, Traffic Safety Commission, and Public Services Commission; and

WHEREAS, the City Council of the City of Duarte appoints commissioners to the various commissions created in the Duarte Municipal Code; and

WHEREAS, the commissioners serve different terms, some of which are for a period of four years, two years, or one year; and

WHEREAS, the commissioners who do not serve one-year terms are appointed at the beginning of each odd-numbered year; and

WHEREAS, the City Council seeks to encourage resident participation and engagement with City elections; and

WHEREAS, adjusting the commissioner terms ending only in odd-numbered years to even-numbered years after an election would further the City Council's goal of increasing engagement and participation; and

WHEREAS, the City Council seeks to adjust current commissioner terms to avoid shortening their current terms while ensuring the terms coordinate with the election cycle.

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

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

SECTION 2. The following sections of the Duarte Municipal Code are amended to read as follows:

2.20.040 - Members and terms.

The commission consists of five members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Commissioners shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

If the term of a commissioner commences after January 1st, the term shall be adjusted to a lesser period of time such that the end of the term shall occur on the fourth occurring December 31st after the January 1st when the term normally would have commenced. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

2.22.040 - Members and terms.

The commission consists of seven members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Commissioners appointed pursuant to Section 2.22.050(a)(1) shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed pursuant to Section 2.22.050(a)(2) and (a)(4) shall be appointed for terms of two years commencing on January 1st of odd years and terminating on the second occurring December 31st thereafter.

Commissioners appointed pursuant to Section 2.22.050(a)(3) shall be appointed for a term of one year commencing on January 1st of each year and terminating on the immediately following December 31st.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

If the term of a commissioner commences after January 1st, the term shall be adjusted to a lesser period of time such that the end of the term shall occur as follows: (i) for those members defined in Section 2.22.050(a)(1), on the fourth occurring December 31st after the January 1st when the term normally would have commenced; (ii) for those members of the commission defined in Section 2.22.050(a)(2) and (a)(4), on the second occurring December 31st after the January 1st when the term normally would have commenced; and (iii) for the member of the commission defined in Section 2.22.050(a)(3), on the next immediately following December 31st. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

2.24.040 - Members and terms.

The commission consists of seven members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Except for commissioners appointed pursuant to Section 2.24.050(a)(4), all other commissioners shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed pursuant to Section 2.24.050(a)(4) shall be appointed for a term of one year commencing on January 1st of each year and terminating on the immediately following December 31st.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

Notwithstanding the foregoing, (i) if the term of a commissioner, except for commissioners appointed pursuant to Section 2.24.050(a)(4), commences after January 1st, the term shall be adjusted to a lesser period of time such that the end of the term shall occur on the fourth occurring December 31st after the January 1st when the term normally would have commenced, and (ii) if the term of the commissioner appointed pursuant to Section 2.24.050(a)(4) commences on a date later than January 1st, the term shall be adjusted to be such lesser period of time such that the termination of the term shall occur on the next immediately occurring December 31st. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

2.27.040 - Members and terms.

The commission consists of seven members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Commissioners shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

If the term of a commissioner commences after January 1st, the term shall be adjusted to be such lesser period of time such that the termination of the term shall occur on the fourth occurring December 31st after the January 1st when the term normally would have commenced. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

2.28.040 - Members and terms.

The commission consists of five members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Commissioners shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

If the term of a commissioner commences after January 1st, the term shall be adjusted to a lesser period of time such that the end of the term shall occur on the fourth occurring December 31st after the January 1st the commencement of the term normally would have commenced. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

2.29.040 - Members and terms.

The commission consists of five members. Notwithstanding the fixed terms of office called for hereinafter, members of the commission shall serve at the pleasure of the city council.

Commissioners shall be appointed for terms of four years commencing on January 1st of odd years and terminating on the fourth occurring December 31st thereafter.

Commissioners appointed in 2022 but prior to the effective date of this ordinance shall have their terms end on December 31, 2022.

Commissioners whose current, existing terms end on December 31, 2023, shall have their terms extended to terminate on December 31, 2024.

If the term of a commissioner commences after January 1st, the term shall be adjusted to a lesser period of time such that the end of the term shall occur on the fourth occurring December 31st after the January 1st the commencement of the term normally would have commenced. Notwithstanding anything in this section to the contrary, the city council may make appointments to the commission for terms of lesser periods of time than the terms otherwise applicable to a particular appointment.

SECTION 3. The City Council finds and determines that this ordinance is exempt from the California Environmental Quality Act (CEQA) under State CEQA Guidelines Section 15060(c)(2), in that the adoption of this Ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment, and is further and independently exempt from the California Environmental Quality Act under State CEQA Guidelines Section 15061(b)(3), in that it can be seen with certainty there is no possibility the adoption of this Ordinance will have a significant effect on the environment. In addition, the repeal is exempt under CEQA Guidelines section 15321, relating to the enforcement of a law.

SECTION 4. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be published using the alternative summary and posting procedure authorized under Government Code Section 36933(c) by publishing the following:

After first reading of this Ordinance:

SUMMARY OF ORDINANCE NO. 906

NOTICE IS HEREBY GIVEN that the Duarte City Council, at its regular meeting of January 11, 2022, introduced for first reading, Ordinance No. 906 which will amend sections 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, and 2.29.040 in the Duarte Municipal Code regarding commissioner terms and time of appointment.

A certified copy of the Ordinance is available for review in the City Clerk's Office at City Hall, located at 1600 Huntington Drive, Duarte, California 91010. The Ordinance is scheduled to be considered and potentially adopted at the regularly scheduled City Council meeting of January 25, 2022. The Ordinance will take effect 30 days after second reading and adoption.

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

SUMMARY OF ADOPTED ORDINANCE NO. 906

NOTICE IS HEREBY GIVEN that on January 25, 2021, the City Council adopted Ordinance No. 906.

ORDINANCE NO. 906

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA AMENDING SECTIONS 2.20.040, 2.22.040, 2.24.040, 2.27.040, 2.28.040, AND 2.29.040 IN THE DUARTE MUNICIPAL CODE RELATED TO COMMISSIONER TERMS AND TIME OF APPOINTMENT

I, ANNETTE JUAREZ, City Clerk of the City of Duarte, DO HEREBY CERTIFY that the above and foregoing Ordinance No. 906 was duly passed and adopted at a regular meeting of the City Council held on January 25, 2022, by the following vote, to wit:

AYES:
NOES:
ABSENT:

THE FOREGOING ORDINANCE IS PASSED, APPROVED, AND ADOPTED by a vote of no less than a majority of City Council at a regular meeting of the City Council of the City of Duarte held on the 25th day of January, 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM

Thai Viet Phan,
Assistant City Attorney

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 906 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 25th day of January 2022, by the following vote:

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

Annette Juarez, City Clerk
City of Duarte, California