



AGENDA
**REGULAR JOINT MEETING OF THE CITY
COUNCIL OF THE CITY OF DUARTE, THE
DUARTE HOUSING AUTHORITY, AND THE
DUARTE COMMUNITY FACILITIES
FINANCING AUTHORITY**

TUESDAY, JANUARY 9, 2024
7:00 PM

CITY COUNCIL CHAMBERS,
1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

VINH TRUONG, MAYOR
CESAR GARCIA, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
JODY SCHULZ, COUNCILMEMBER
TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/Authority Staff:
Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Thai Viet Phan, City Attorney
Annette Juarez, City Clerk

ADA ACCESSIBILITY NOTICE: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice: Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice: Duarte City Council meetings are videotaped for later broadcast on DCTV. Attendance at the

meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may listen/view the City Council meeting broadcast on the City's website following each meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

1. CALL TO ORDER AND ROLL CALL

A. [City Manager Written Comments](#)

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

A. [San Gabriel Valley Council of Governments \(SGVCOG\) Energy Working Group Presentation - 2023 Energy Champion Award](#)

B. [Community Development Department Update](#)

C. [Parks and Recreation Department Update](#)

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

7. CONSENT CALENDAR

A. [Approve absence\(s\) of City Councilmember\(s\) from the City Council meeting](#)

B. [Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading \(CC/HA/FA\)](#)

C. [Approval of Minutes - December 12, 2023 Regular Meeting \(CC/HA/FA\)](#)

D. [Approval of Warrants - December 26, 2023 and January 9, 2024 \(CC/HA/FA\)](#)

E. [Receive and File the Community Development Department Update](#)

F. [Receive and File the Parks and Recreation Department Update](#)

G. [Notice of Completion: Fiscal Year 2023-24 Citywide Concrete Repair Project No. 24-1 for Ruiz Concrete and Paving, Inc.](#)

It is recommended that the City Council accept the project as complete in the amount of \$112,929.40

H. [Notice of Completion: Fiscal Year 2023-24 Citywide Striping and Marking Project No. 24-2 for WGJ Enterprises, Inc. dba PCI](#)

It is recommended that the City Council accept the project as complete in the amount of \$56,829.80.

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

10. BUSINESS ITEMS

A. [Job Description and Salary Schedule for Payroll Technician](#)

It is recommended that the City Council approve the job description and salary schedule for the position of Payroll Technician, amend the City Wide Salary Schedule and approve a budget amendment of \$29,000 to account number 1805-7002.

B. [Resolution Establishing the Date and Time of Regular City Council Meetings](#)

It is recommended that the City Council adopt Resolution No. 24-01 establishing the date and time of regular City Council meetings.

C. [Annual Appointment of City Councilmembers to Intergovernmental Organizations](#)

It is recommended that the City Council make appointments to intergovernmental organizations for the upcoming year.

11. CONTINUATION OF ORAL COMMUNICATIONS

12. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY
MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS
ATTENDED PER GOVERNMENT CODE SECTION 53232.3

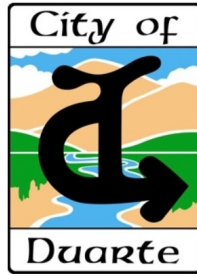
13. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte

website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 3rd day of January, 2023.



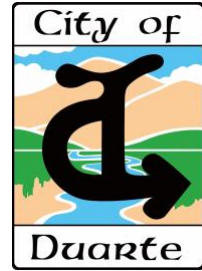
ITEM: 1.A

City Manager Written Comments

Recommended Action:

Attachments:

[1A - City Manger Written Comments.pdf](#)



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: January 2, 2024
SUBJECT: Comments on Agenda Items, Meeting of January 09, 2024

ITEM 4.A. (Special Items). Community Development Department update - Community Development Director Hensley will provide an update for the council.

ITEM 4.B. (Special Items). Parks and Recreation Department update - Parks and Recreation Director Enriquez will provide an update for the council.

ITEM 4.C. (Special Items). San Gabriel Valley Council of Governments (SGVCOG) Energy Working Group Presentation - the SGVCOG Energy Working Group will be presenting the City of Duarte the 2023 Energy Champion Award.

ITEM 7.E. (Consent Calendar). The Community Development Department has submitted the monthly report for January 2024 for review.

ITEM 7.F. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for January 2024 for review.

ITEM 7.G. (Consent Calendar). Notice of Completion - Fiscal Year 23/24 Citywide Concrete Repair Project No. 24-1 for Ruiz Concrete and Paving, Inc. - On October 10, 2023, City Council awarded the contract for Fiscal Year 2023-24 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc. The project consisted of the removal and replacement of damaged or broken and off-grade concrete sidewalks, curb, gutters, driveway approaches, and curb ramps. The Fiscal Year 2023-24 Citywide Concrete Repair Project was included in the 2023-24 Annual Budget and was funded by Measure R allocations. The City Council approved the contract for \$114,090.00. The final project cost was \$112,929.40.

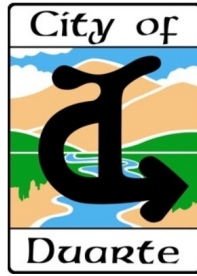
ITEM 7.H. (Consent Calendar). Notice of Completion - Fiscal Year 23/24 Citywide Striping and Marking Project No. 24-2 for WGJ Enterprises, Inc. dba PCI - On September 26, 2023, City Council awarded the contract for Fiscal Year 2023-24 Citywide Striping and Marking Project to WGJ Enterprises, Inc. dba PCI. On December 4, 2023, the contractor began work for this project. The project consisted of removal of faded and outdated striping and pavement markings such as centerline, lane lines, and legends (STOP, crosswalks, railroad crossings, turn arrows, etc.) at numerous locations. The Fiscal Year 2023-24 Citywide Striping and Marking Project was included in the 2023-24 Annual Budget and was funded by the Gas Tax allocations. The City Council approved the contract for \$53,367.05. The final project cost was \$56,829.80 which is within the approved estimated ten percent (10%) contingency.

ITEM 10.A. (Business Item). Approval of Job Description and Salary Schedule for Payroll Technician - When the Human Resources Manager position was vacated in 2011, the responsibilities of that position were either deferred, reprioritized or distributed to the Human Resources Specialist, the Financial Services Manager and the Director of Administrative Services. Over the years, both payroll and personnel (“human resources”) have grown in their complexities and time consumption. Payroll has become much more technical as we experience multiple layers of calculating compensation such as Y rating, bereavement pay, standby pay, deferred compensation, and longevity pay. We have also tiered our retirement plans and enhanced our health benefits, which is positive, but time consuming to implement. Human Resources has also been required to implement extensive mandates from LA County Public Health and OSHA related to COVID and address the very litigious environment of harassment investigations. We have also seen a

substantial increase in employee turnover post COVID resulting in increased time spent on recruitments, orientations and terminations, greatly impacting payroll and workload in Human Resources. With all of these changes, it has become apparent that the Administrative Services Department needs more staff support. Our auditors have always suggested that we should separate the payroll and personnel responsibilities so as to alleviate the risks of embezzlement, so by creating a new position, we will not only add staff support, but we will also be able to separate these duties as recommended by our auditors. The Union has reviewed the job title, description and salary range and their shared suggestions and comments were included in the final recommendation. This position will be a member of the SEIU General Unit. In looking at our existing salary table and the salaries for payroll technicians and specialists in surrounding cities we are recommending a salary range of \$4,850-\$5,850. Funding for the position would be the General Fund and if approved, we would hope to open the recruitment immediately and fill the position by March 2024. The fiscal impact is approximately \$29,000 for the next four months and then the annual cost of the position in future years is approximately \$85,000.

ITEM 10.B. (Business Item). Resolution No. 24-01 Establishing the Date and Time of Regular City Council Meetings - Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings. This Resolution No. 24-01 would set the schedule for regular City Council meetings for the 2024 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public. Adoption of this calendar does not prohibit the City Council from holding adjourned meetings, special meetings, or emergency meetings as permitted under state law.

ITEM 10.C. (Business Item). Intergovernmental Appointments - Each year, the City Council appoints individual Councilmembers to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations. At the December 12, 2023, City Council meeting, the City Council voted to appoint Councilmember Finlay as the City of Duarte representative on the San Gabriel Valley Mosquito & Vector Control District Board of Trustees for a two year term. At the same meeting, per the Health and Safety Code, Mayor Truong was selected to serve as the Delegate for the Sanitation Districts #15 and #22, and the City Council voted to appoint Councilmember Finlay to serve as the alternate. There are other intergovernmental organizations for which a current vacancy does not exist, however the City Council may choose to make changes to the appointed City Representative/Delegate and/or Alternate.



ITEM: 7.C

Approval of Minutes - December 12, 2023 Regular Meeting (CC/HA/FA)

Recommended Action:

Attachments:

[7C - Minutes - December 12, 2023.pdf](#)

CITY OF DUARTE

**MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL,
THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY
FACILITIES FINANCING AUTHORITY**

**TUESDAY, DECEMBER 12, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the open session to order at 7:02 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent: None
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of
Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Jason Golding, Planning Manager
Stephanie Sandoval, Public Works Manager
Angela Chiaromonte, Financial Service Manager
Scott Nash, Associate Planner
Mena Abdul Ahad, Associate Planner
Albert Nunez, Management Aide
Salina Bautista, Permit Technician

2. PLEDGE TO THE FLAG

The flag salute was led by Laura Brantley, Senator Rubio District Representative.

3. ADOPTION OF THE AGENDA

Mayor Schulz expressed sentiments regarding her year serving as Mayor.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the Council to adopt the agenda.

AYES: FINLAY, KANG, LEWIS, TRUONG, GARCIA, MARTIN DEL CAMPO,
SCHULZ
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

Mayor Schulz stated that the meeting would be adjourned in memory of Claudia Heller and shared a few words about her.

4. SPECIAL ITEMS

A. City Council/ Housing Authority/Financing Authority Reorganization – Selection of Mayor/Chairperson (City Clerk Presiding)

Laura Brantley, Senator Rubio District Representative, presented certificates of appreciation to Mayor Schulz on behalf of Senator Rubio and Assemblymember Rubio.

Public Comment

Lino Paras thanked Councilmember Schulz for her leadership; thanked the Council for holding the reorganization after the second Thursday of November; and expressed his opinion regarding the City Council reorganization.

Councilmember Schulz turned over the selection of Mayor/Chairperson to City Clerk Juarez.

City Clerk Juarez announced that the position of Mayor/Chairperson was vacant and opened the floor for nominations for the next Mayor/Chairperson of the City of Duarte.

Councilmember Finlay moved to nominate Councilmember Vinh Truong for Mayor/Chairperson.

No other nominations were made.

City Clerk Juarez announced that nominations were closed.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to select Councilmember Vinh Truong as Mayor/Chairperson of the City of Duarte.

AYES: FINLAY, KANG, LEWIS, TRUONG, GARCIA, MARTIN DEL CAMPO,
SCHULZ
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

B. City Council/Housing Authority/Financing Authority Reorganization – Selection of Mayor Pro Tem/Vice Chairperson (Mayor/Chairperson Presiding)

Public Comment

Lino Paras expressed his pride in the current composition of the City Council; inquired about whether there is new legislation regarding the presiding over the position of Mayor as in the past, it was done by the City Manager; and requested that the Council consider Councilmember Garcia to serve as Mayor Pro Tem.

Steve Hernandez stated his opinion regarding the selection of Mayor Pro Tem.

Mayor Truong opened the floor for nominations to fill the position of Mayor Pro Tem/Vice Chairperson.

Councilmember Finlay moved to nominate Councilmember Garcia for Mayor Pro Tem/Vice Chairperson.

No other nominations were made.

Mayor Truong announced that nominations were closed.

Moved by Councilmember Finlay, seconded by Councilmember Schulz, and carried by the following vote of the Council to select Councilmember Cesar Garcia as Mayor Pro Tem/Vice Chairperson of the City of Duarte.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA,
TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

C. Recess (30 minutes) – Welcome Reception in honor of newly appointed Mayor

At 7:22 p.m., the City Council briefly recessed for a reception.

The City Council meeting resumed at 7:45 p.m.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

City Clerk Juarez announced upcoming city events.

Director of Community Development Hensley introduced newly hired Associate Planner Mena Abdul Ahad.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez acknowledged staff and Council for a wonderful year; and expressed his sadness in the passing of Claudia Heller.

Lino Paras expressed his sympathy in the passing of Claudia Heller.

Doris Anderson commended the city for the Route 66 sign dedication ceremony; suggested that the trees to the side of the sign be trimmed to allow for better viewing; and thanked the Council for their service to the community.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/FA)
- B. Approval of absence(s) of City Councilmember(s) from the City Council meeting.
- C. Approval of Minutes – November 28, 2023. (CC/HA/FA)
- D. Approval of Warrants – December 12, 2023. (CC/HA/FA)
- E. Receive and file the Community Department Update for December 2023.
- F. Receive and file the Parks and Recreation Department Update for December 2023.
- G. Removed from the Consent Calendar for discussion.
- H. Removed from the Consent Calendar for discussion.
- I. The Duarte Housing Successor Annual Report for Fiscal Year 2022-23 regarding the Low- and Moderate-Income Asset Fund was received and filed.

Moved by Councilmember Finlay, seconded by Councilmember Schulz, and carried by the following vote of the Council to approve Items 7A-7F and 7I of the Consent Calendar.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

- G. Consideration of an Engineering and Landscape Design Contract with KHR Associates for Bid Documents and Final Engineering Plans and Construction Administration of the Highland Promenade and Authorization of a \$116,800 Budget Amendment

Director of Community Development Hensley gave the report stating that the city previously contracted with KHR Associates for the concept plan; this agreement is for the preparation of bid documents and final engineering plans; the Metro lot will be a differed design; and an undergrounding of two utility poles will take place.

He responded to questions posed by the Council, stating that the area where the Metro A Line parking will most likely be held off for now and Metro is willing to hold the grant funds.

Moved by Mayor Pro Tem Garcia, seconded by Councilmember Martin Del Campo, and carried by unanimous vote of the Council to authorize the City Manager to Sign a Professional Services Agreement with KHR Associates for Engineering and Bid Document Design Services and construction administration of the Highland Promenade in the amount of \$116,800.00.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

H. Consideration of an Acquisition of an 8' Easement from Highland Industrial Center LLC, property owner of 1801 Highland Avenue for the Highland Promenade, and Approval of an Agreement for Purchase and Sale and a budget amendment to Gas Tax Fund (2205-8100) for \$55,500 for the Acquisition

Director of Community Development Hensley gave the report stating that the initial idea was to acquire the 25' of right-of-way, however it was going to cost over \$1M to acquire that property. The property owner agreed to an 8' easement that would allow the City to widen the sidewalk at the cost of \$55,000, which includes the replacement of their sign, landscape, and attorney's fees.

Moved by Mayor Pro Tem Garcia, seconded by Councilmember Martin Del Campo, and carried by unanimous vote of the Council to approve the agreement for purchase and sale and a budget amendment for \$55,500 for the acquisition to Gas Tax Fund (2205-8100).

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

9. PUBLIC HEARINGS

A. Consideration to approve the City of Duarte's Community Development Block Grant (CDBG) Program - Proposed Program for Fiscal Year (FY) 2024-2025 (July 1, 2024 - June 30, 2025)

Tina Gall, CDBG Consultant, gave the Staff Report stating that this item is an annual request to utilize Federal CDBG funds for the implementation of the ADA Curb Ramp Improvement Project; it is anticipated that the City will receive approximately \$131,200 in grant funds; and the project consists of the installation of ADA compliant curb ramps throughout the City.

In response to questions posed by the Council, Consultant Gall stated that the Staff hopes to install approximately 10-15 curb ramps with the allocated grant funds; and fund allocation is based upon many factors and varies by 3-5%, however that allocation is pre-determined by the Department of Housing and Urban Development on a national basis.

Mayor Truong opened the public hearing.

There were no public comments.

Mayor Truong closed the public hearing.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Garcia and carried by unanimous vote of the Council to 1) allocate approximately \$131,200 in FY 2024-2025 CDBG funds to implement a new FY 2024-2025 CDBG Project, Installation of ADA compliant curb ramps, 2) authorize the City Manager, or designee, to execute all necessary contract documents in a form approved by the City Attorney, and 3) authorize the staff the ability to make adjustments due to changes in CDBG funding allocations and/or as needed due to programmatic interpretations by the Los Angeles County Development Authority (LACDA).

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

10. BUSINESS ITEMS

A. Receive and File the Audited Financial Statements for Fiscal Year 2022-23

Financial Service Manager Chiaromonte presented the audited financial statements which included a final FY 2022/23 General Fund surplus of \$3.1 Million; and a total General Fund Cash Balance of \$29.2 Million.

Moved by Councilmember Finlay, seconded by Councilmember Schulz, and carried by unanimous vote of the Council to receive and file the audited financial statements Fiscal Year 2022-23.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

B. Consideration of a Professional Services Agreement with Magellan Advisors, LLC for Consulting Services for the Broadband Access and Connectivity Infrastructure Assessment

City Manager Villalobos gave the Staff Report stating that Assemblymember Rubio assisted the City with the procurement of \$200,000 in funding for this study; the assessment will include a gap analysis, a review of city policies, and a conceptual network design; it is anticipated that the work will be completed in the next eight months; and community outreach will take place during that time. The bid received from Magellan Advisors came in at \$199,695, which is less than the \$200,000 received from Assemblymember Rubio.

He responded to questions posed by the Council, stating that Staff is working closely with the City of Monrovia, however this assessment would be specifically for the City of Duarte and is not part of the greater plan that was done with the San Gabriel Valley Council of Governments.

Moved by Councilmember Schulz, seconded by Councilmember Kang, and carried by unanimous vote of the Council to authorize the City Manager to approve a Professional Services Agreement with Magellan Advisors, LLC, in the amount not to exceed \$200,000 to conduct a Broadband Access and Connectivity Infrastructure Assessment.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

C. Consideration of Proposal to Add Three Maintenance Technicians Positions and Remove Two Senior Maintenance Technician Positions

Director of Community Development Hensley gave the report stating that the two Senior Maintenance Technician Positions are currently vacant; Staff is seeking to replace the positions with three Maintenance Technician positions; during a recent recruitment, Staff found that there

were no hireable applicants at the Senior level; and adding these positions will allow for growth within the department.

City Manager Villalobos responded to a question regarding staffing levels, stating that Staff is evaluating every position in each department; and because they are existing positions, there is no need for the Union to review the changes.

Moved by Councilmember Finlay, seconded by Councilmember Martin Del Campo, and carried by unanimous vote of the Council to amend the 2023-24 General Fund Budget to include three maintenance technician positions and remove two senior maintenance technician positions and a related budget amendment for \$25,000 in account 1410-7002.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

D. Consideration of Professional Services Agreement with Aquatic Design Group, Inc. for Design Services for the Fitness Center Pool Deck Renovation; Budget Amendment

Director Parks and Recreation Enriquez presented the item stating that the Council requested that the pool deck be repaired like for like and previously approved that contract; it is anticipated that the repair work will be completed by the beginning of February; Staff was also directed to begin the process to secure design services; the City received only one response to the RFP; Staff recommended that the Council approve the agreement with Aquatic Design Group so that the City may have a shovel ready infrastructure project that could begin construction late 2024 or early 2025.

Discussion ensued regarding the required threshold for years of experience in the aquatic industry and prospective bidders; the projected cost that was presented in the initial assessment; ARPA and undesignated funds and allocating the project to these funds; the possibility of grant funding; the components of the contract and what is included with design services; the cost of replastering the pool deck; the possibility of lowering the years of experience and going out for RFP again; and the cost of past repairs that were made to the deck.

Moved by Councilmember Schulz, seconded by Councilmember Finlay, and carried by the following vote of the Council to authorize the City Manager to execute this Professional Services Agreement with Aquatic Design Group, Inc. in the amount of \$458,140 for design services for the Duarte Fitness Center Pool Deck Renovation; and approve a budget amendment of \$458,140 to the General Fund (100-1605-7965)

AYES: FINLAY, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: KANG
ABSTAIN: LEWIS
ABSENT: NONE

Moved by Councilmember Schulz, seconded by Councilmember Finlay, and carried by the following vote of the Council to direct staff to use Undesignated General Funds for the project.

AYES: FINLAY, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: KANG
ABSENT: NONE

E. Annual Appointment of City Councilmembers to Intergovernmental Organizations

City Manager Villalobos presented the item stating that the current seat on the Mosquito and Vector Control Board expires December 31 and the Council will need to appoint a delegate and alternate for that seat; according to the Health and Safety Code, the Sanitation District delegate must be the Mayor, however the Council must appoint an alternate to the Board; and should the

Council desire, the remaining appointments may be brought back for consideration at the next meeting.

It was the desire of the Council to take action on the Sanitation District and Mosquito and Vector Control Board appointments and revisit the remaining appointments at the following meeting.

Discussion ensued regarding the position of Sanitation District Board Alternate. Councilmember Kang expressed interest in serving. Councilmember Finlay also expressed interest in serving in order to remain on the Sanitation District's Personnel Committee.

Councilmember Schulz motioned to designate Councilmember Kang to serve as the alternate on the Sanitation District Board. Councilmember Kang seconded the motion.

Councilmember Finlay made a substitute motion to designate herself to serve as the alternate on the Sanitation District Board. Mayor Truong seconded the motion.

Moved by Councilmember Finlay, seconded by Mayor Truong, and carried by the following vote of the Council to appoint Councilmember Finlay as the Sanitation District Board alternate.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, TRUONG
NOES: KANG, SCHULZ
ABSTAIN: GARCIA
ABSENT: NONE

Discussion ensued regarding the appointment of a Delegate to the Mosquito and Vector Control Board.

Mayor Truong nominated Councilmember Finlay to serve as the Delegate for a two-year term.

Moved by Mayor Truong, seconded by Mayor Pro Tem Garcia, and carried by unanimous vote of the Council to appoint Councilmember Finlay to the San Gabriel Valley Mosquito and Vector Control District Board of Trustees for a two-year term.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: 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 Villalobos thanked and recognized Councilmember Schulz for her work as Mayor; congratulated Mayor Truong and Mayor Pro Tem Garcia; and wished everyone a Merry Christmas and Happy New Year.

City Attorney Phan thanked the Council for giving her the opportunity to serve.

Councilmember Martin Del Campo stated that she presented a certificate to Foothill Transit in celebration of their 35th anniversary; thanked Councilmember Schulz for serving as her first Mayor; and congratulated Mayor Truong and Mayor Pro Tem Garcia.

Councilmember Schulz thanked everyone for their kind words; congratulated Mayor Truong and Mayor Pro Tem Garcia; stated her reason for nominating Councilmember Kang as Sanitation District Alternate over Councilmember Finlay; and expressed sentiments about the passing of Claudia Heller.

Councilmember Finlay congratulated Councilmember Schulz for her term as Mayor; congratulated Mayor Truong and Mayor Pro Tem Garcia shared fond memories of Claudia Heller; stated that she met with 37 students from Japan at the City of Hope; and wished everyone Happy Holidays.

Councilmember Lewis stated his reason for voting for Councilmember Finlay to continue as the Alternate for the Sanitation District Board and making decisions that are in the best interest of the City; congratulated Mayor Truong and Mayor Pro Tem Garcia; and stated that his first Mayor was Tzeitel Paras-Caracci.

Councilmember Kang thanked Councilmember Schulz for her leadership over the past year; discussed the importance of equal opportunity amongst his colleagues; commended Staff for the Holiday at the Park event; discussed the importance of synergy and making the City better; and wished everyone a Merry Christmas and Happy Holidays.

Mayor Pro Tem Garcia shared a few words about serving the community and being selected as Mayor Pro Tem; wished a Happy Birthday to Field Services Manager Batista and to Mayor Truong's son, Miles; encouraged everyone to shop local and support small businesses; congratulated Foothill Transit for 35 years; gave his condolences to the Hellers; requested that presentations shown during Council Meetings be put online after the meeting; and wished everyone a Merry Christmas and Happy New Year.

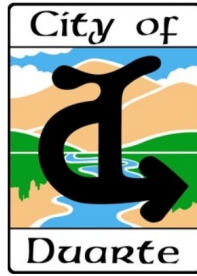
Mayor Truong thanked Councilmember Schulz for selecting him as Mayor Pro Tem last year and thanked her for the work she did as Mayor; shared memories of Claudia Heller and expressed gratitude for being able to get the Route 66 sign built; read a quote about leadership and discussed the importance of opportunity and the need to make the right choices; and wished everyone a Merry Christmas and Happy New Year.

13. ADJOURNMENT

At 9:23 p.m., the City Council adjourned the meeting in memory of Claudia Heller.

Vinh Truong, Mayor

Annette Juarez, City Clerk



ITEM: 7.D

Approval of Warrants - December 26, 2023 and January 9, 2024 (CC/HA/FA)

Recommended Action:

Attachments:

- [7D - CC Warrant Register by Account 12-26-23.pdf](#)
- [7D - CC Warrant Register by Vendor 12-26-23.pdf](#)
- [7D - CC Warrant Register by Account 1-10-2024.pdf](#)
- [7D - CC Warrant Register by Vendor 1-10-2024.pdf](#)



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-2120	DAVID NORIEGA	Pool Rent Deposit Refund 9/23/2023	219342		200.00
100-4201	TESLA ENERGY OPERATIONS I...	Permit #2023-640 Refund/2646 Starcrest Dr	219356		200.00
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	219349		1,678.84
100-1605-7730	CAPITAL ONE	Halloween Howl Costume Contest Prizes	BD24-0707		54.82
100-1605-7730	CAPITAL ONE	Halloween Howl Costume Contest Prizes	BD24-0707		196.71
100-1605-7730	CAPITAL ONE	10/29/2023 Pet Event Gift Bags	BD24-0707		14.77
100-1605-7735	CAPITAL ONE	TC Halloween Candy	BD24-0707		48.85
100-1010-7980	CAPITAL ONE	Paras-Caracci Park Dedication Supplies	BD24-0707		52.83
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building Permits Subscription 9/2023 - 8/2024	3975		18,500.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Bldg & Safety Srvcs 10/2023	3975		20,450.40
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	3986		395.39
100-1605-7730	ANGELIKA DEOCAMPO	Deposit-Lunar Year Entertainment 2/3/2024	219318		113.00
100-1605-7745	CAPITAL ONE	TC Boxing Event Reception Supplies	BD24-0707		255.91
100-1205-7650	HUNTINGTON TIRE & AUTO C...	Vehicle #29 Alignment	3990		129.00
100-1020-7716	CAPITAL ONE	Veteran's Day Event Supplies	BD24-0707		74.04
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD24-0707		218.05
100-1410-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Las Brisas 11/2023	3969		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Las Posadas 11/2023	3969		61.00
100-1605-7735	CAPITAL ONE	TC Wild Stylez Event Supplies	BD24-0707		103.46
100-1610-7618	WAXIE SANITARY SUPPLY	Return (Inv #82090248)	4014		-74.17
100-1605-7735	CAPITAL ONE	TC Thanksgiving Dinner Supplies	BD24-0707		344.76
100-1825-7687	ALEXANDRA MEJIA	Recycling Program Worker	219339		84.50
100-1825-7687	YVETTE LUNA	Recycling Program Worker	219336		84.50
100-1825-7687	ABERNATHY MONTANEZ	Recycling Program Worker	219340		84.50
100-1825-7687	DANIELLA MORALES	Recycling Program Worker	219341		84.50
100-1205-7636	FSP DESIGNS	B Ariizumi Uniform Shirts	3984		100.00
100-1405-7975	GREGORY C REUEL	Demographic Data for Website	219348		600.00
100-1825-7630	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Lease 12/1/2023 - 12/31/2023	219311		1,729.10
100-1825-7631	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Maint 10/1/2023 - 10/31/2023	219311		521.64
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 10/23/23 - 11/22/23	219312		31.72
100-1605-7736	CSE CORPORATION	Instructor Fee-Dog Obedience Fall 2023	3980		612.50
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Dinner (Woody's)	4013		23.72
100-1205-7610	U.S. BANK	Managers Summit Parking (USC)	4013		20.50
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Hotel (Hyatt Regency)	4013		743.97
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Meals (Hyatt Regency)	4013		113.04
100-1205-7612	U.S. BANK	Emily Lepone CACEO 2024 Membership	4013		100.00

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7612	U.S. BANK	Larry Breceda CACEO 2024 Membership	4013		100.00
100-1205-7612	U.S. BANK	Larry Breceda 2024 Membership (CalAnimals)	4013		100.00
100-1205-7614	U.S. BANK	Office Supplies (Target)	4013		16.98
100-1205-7615	U.S. BANK	Eoc Radio Holder (Amazon)	4013		19.15
100-1205-7636	U.S. BANK	B Ariizumi Uniform Pants (5.11 Tactical)	4013		290.93
100-1205-7636	U.S. BANK	B Ariizumi Uniform Polos (Condor Elite)	4013		80.85
100-1205-7655	U.S. BANK	EOC Scheduling App User Add (Sling)	4013		14.88
100-1205-7779	U.S. BANK	DART Beardslee Event 11/2/23 (Sweet Basil Pizza)	4013		38.00
100-1205-7779	U.S. BANK	DART Event Dinner 11/13/23 (Little Caesars)	4013		34.92
100-1205-7779	U.S. BANK	DART Event 10/24/23 Dinner (Jersey Mikes)	4013	201629-Youth Prgm-Communi...	50.39
100-1205-7779	U.S. BANK	DART Red Ribbon Week Clean-up (Raising Canes)	4013		62.63
100-1205-7779	U.S. BANK	DART Unity March 11/4/2023 (The Habit Burger)	4013		71.11
100-1205-7779	U.S. BANK	Youth Event Tickets 11/16/23 (Azusa Pacific)	4013		119.00
100-1205-7779	U.S. BANK	DART Event 11/16/23 Dinner (Raising Canes)	4013		119.54
100-1205-7980	U.S. BANK	Pumpkin Carving Contest Supplies (Smart & Final)	4013		9.93
100-1205-7980	U.S. BANK	Key Tags (Amazon)	4013		30.13
100-1205-7980	U.S. BANK	PS Manager Interview Panel Food (Cafe De Olla)	4013		43.55
100-1205-7980	U.S. BANK	Larry Breceda CACEO Certification	4013		210.00
100-1205-7980	U.S. BANK	Red Ribbon Week Art Contest Prizes (Target)	4013		360.00
100-1815-7980	U.S. BANK	PSM Monitor (Dell)	4013		406.88
100-1815-7980	U.S. BANK	PSM Monitor Stand (Amazon)	4013		28.15
100-1825-7631	CANON SOLUTIONS AMERICA ...	Permit Tech Printer Maint 10/27/23 - 11/26/23	219312		33.17
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 11/2023	3982		154.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	3986		117.88
100-1205-7762	CALE AMERICA INC	WTP Fees 11/2023	3973		282.06
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 11/2023	3997		40.00
100-1610-7636	HENDERSON'S UNIFORMS	Uniform Shirts (Meetings/Events)	3989		132.19
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3976		18.98
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3976		45.42
100-1605-7745	CURO MANAGED PRINT PRO...	TC Boxing Poster	219316		18.74
100-1405-7690	SHAFFER AWARDS	Commissioner Name Plates	219351		20.89
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 10/2023	4002		804.50
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain Legal 10/2023	4002		4,118.00
100-1015-7686	RUTAN & TUCKER LLP	Mel Canyon Eminent Domain Legal 10/2023	4002		2,146.00
100-1015-7682	RUTAN & TUCKER LLP	Personnel Matter (Investigation) Legal 10/2023	4002		1,182.75
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Trash Bags-Bus Stops/Parks	4004		1,045.94
100-1605-7733	CARLOS FELIPE PEREZ	SC New Years Brunch DJ 1/3/2024	219345		600.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Water Leak Repair	3970		495.00
100-1410-7815	BRIGHTVIEW LANDSCAPE SER...	61 Cedarwood Brush Clearance	3972		2,886.40

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7815	BRIGHTVIEW LANDSCAPE SER...	62 Cedarwood/Las Lomas Rd Brush Clearance	3972		5,772.80
100-1020-7716	CARLOS MARTINEZ	Holiday in the Park Inflatables & Equipment	219337		1,670.00
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	219320		140.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 11/2023	3996		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 11/2023	3996		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 11/2023	3996		3,426.72
100-1205-7612	DUARTE KIWANIS CLUB	Aida Torres Dues 7/2023 - 6/2024	219319		240.00
100-1605-7756	YVETTE M LABAN	Instructor Fee-SC Yoga Fall 2023	3992		345.60
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	A&I Members Meeting	219350		30.00
100-1610-7652	LAWRENCE E MARINO SEPER...	Twice a Week Pool Service/Maintenance 11/2023	3994		1,950.00
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control Srvcs 11/10/2023	4016		727.35
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 10/2023	4000		240.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 10/2023	4000		1,240.00
100-1405-7690	RKA CONSULTING GROUP	Contract City Engineer 10/2023	4000		1,840.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access/Bike Safety Improv 10/2023	4000	202118-ATP Cycle 4-City Engi...	11,446.50
100-1405-7969	RKA CONSULTING GROUP	Duarte/Highland Striping Improvements 10/2023	4000		80.00
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 11/30/2023	219344		68.00
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 11/2023	4005		348.98
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Intern/FC Printer Maint 8/31/23 - 11/29/23	219312		56.49
100-1205-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	219326		42.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	219326		90.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	219326		18.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	219326		18.00
100-1020-7716	CURO MANAGED PRINT PRO...	Holiday Tree Lighting Ornaments & Sign	219316		727.65
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	4014		148.33
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	4014		64.57
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 10/2023	4002		10,084.88
100-1815-7830	CLOUD CONNECT SOLUTIONS	Phone/SD-Wan w/VELO/SIP & E911 Bundle 1/2024	3978		1,667.47
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Srvcs 12/2023	4003		5,833.33
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 1/1/2024 - 1/31/2024	4007		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 1/1/2024 - 1/31/2024	4007		608.30
100-1010-7685	CIVICPLUS LLC	Online Municipal Code Hosting 12/1/23 - 11/30/24	3977		900.00
100-1825-7626	FEDEX	Document Delivery	219327		25.12
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/1/2023 - 11/30/2023	4010		215.61
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 11/2023	3979		25.00
100-1205-7650	10-8 RETROFIT INC	Vehicle #25 Light set-up	3968		5,482.32
100-1205-7779	IRMA HORVATH	DART Overnight Trip Lodging 1/3/2024	219333	201629-Youth Prgm-Communi...	500.00
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 1/1/24 - 1/31/24	3999		191.22
100-1605-7693	MAX'S MEXICAN CUISINE	Mayor's Youth Council Dinner 12/4/2023	219338		244.76

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 12/1/2023 - 12/31/2023	BD24-0704		460.00
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 12/1/2023 - 12/31/2023	BD24-0703		473.00
100-1605-7733	CAPITAL ONE	SC Week of Holiday Magic Supplies	BD24-0707		260.64
100-1610-7618	GRAINGER	Encanto Park Restroo...	3987		368.63
100-1825-7613	GRAND PRINTING INC	Business Cards	219330		394.25
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports LAS Basketball Jerseys	3974		1,238.45
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Basketball Jerseys	3974		1,816.82
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3976		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3976		9.31
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 11/1/23 - 11/30/23	BD24-0705		1,397.95
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Flush Valve Replacement	3970		1,520.00
100-2120	ENGINEERING ASSOCIATES LLC	Permit Cancellation (Pmrt #6- 0060/2023-75ROW)	219325		1,000.00
100-2126	ENGINEERING ASSOCIATES LLC	Permit Cancellation (6- 0060/2023-75ROW)	219325		317.70
100-2120	INLAND ENGINEERING SERVIC...	Cash Bond Deposit Refund (Pmt #2022-59ROW)	219334		1,000.00
100-1605-7735	CAPITAL ONE	TC Winter Holiday Festival Supplies	BD24-0707		129.97
100-4408	DUARTE UNIFIED SCHOOL DIS...	SBA/Nextel Lease 12/2023	219324	250004 - Property Rent - Next...	2,001.51
100-1405-8100	ARMSTRONG & WALKER LAN...	NE Corner Hunt/Mt Olive Monument Sign Landscape	3971	202317/1405-8100-Other Cap ..	260.00
100-1605-7735	DELONG UNLIMITED SCREEN ...	TC Winter Holiday Festival Shirts	219317		264.60
100-1605-7735	JOSE VENEGAS	TC Winter Holiday Festival Dinner	219359		680.00
100-2126	DUARTE SUMMIT HOMES LLC	Const/Demo Deposit Refund (Pmt#2022-311)	219323		1,600.00
100-5004	DUARTE SUMMIT HOMES LLC	Adminstrative Fee (Pmt#2022- 311)	219323		-125.00
100-1605-7693	CAPITAL ONE	Mayor's Youth Council Booth Supplies	BD24-0707		74.31
100-1605-7735	DELONG UNLIMITED SCREEN ...	Teen Ctr MLK Event Shirts	219317		674.73
100-1610-7652	DARRELL RAY CARROLL	City Hall Door Handle Replacement	219313		899.47
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics Fall 2023	3985		1,155.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Winter 2023 City News Design/Flipbook	4008		6,750.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Winter 2023 City News Printing	4008		8,550.60
100-1610-7652	IT'S A GAS INC	SC Helium Tank Refill	3991		612.28
100-1610-7652	IT'S A GAS INC	CC Helium Tank Refill	3991		558.63
100-1020-7716	CAPITAL ONE	Holiday in the Park Staff Drinks	BD24-0707		62.82
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 10/24/2023	4017		550.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 10/10/2023	4017		550.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 9/12/23	4017		550.00
100-1020-7716	JK PROPERTY SERVICES INC	Annual Holiday Light Installation	219335		17,275.00
100-1020-7716	JK PROPERTY SERVICES INC	Holiday Tree Storage/Setup	219335		7,575.00
100-1020-7716	DOLPHIN RENTS INC	Holiday in the Park Furnishings 12/10/2023	3981		4,006.04
100-1610-8100	AVA INC	City Hall and Community Center Roof Repairs	219307		23,880.00
100-1020-7716	SIMON EQUIPMENT RENTALS	Holiday in the Park Generator Rental	219352		70.71
100-2120	HHS CONSTRUCTION LLC	Cash Bond Deposit Refund (Pmt #2023-62ROW)	219332		1,000.00

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7736	THE TALENTED ARTS SCHOOL ...	Instructor Fee-Hip Hop S2 Fall 2023	4009		196.00
100-1205-7779	AIDA TORRES	DART Volunteer Event/Run Club/Ice Cream Party	4011		72.12
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	219349		1,798.82
100-1020-7716	DUARTE RECREATION PETTY ...	Tree Lighting Ribbon	219322		28.62
100-1605-7733	DUARTE RECREATION PETTY ...	SC Pickleball Party Treats	219322		46.31
100-1605-7735	DUARTE RECREATION PETTY ...	TC Wild Stylez Event Frames	219322		30.84
100-1605-7735	DUARTE RECREATION PETTY ...	TC Wild Stylez Event Supplies	219322		86.33
100-1605-7745	DUARTE RECREATION PETTY ...	TC Boxing Frames/Tape	219322		35.89
100-1020-7716	CURO MANAGED PRINT PRO...	Gift/Signs for Santa Car	219316		441.39
100-1020-7716	CURO MANAGED PRINT PRO...	Holiday in the Park Tickets/Signs	219316		961.38
100-1205-7610	DUARTE PUBLIC SAFETY PETTY...	Meeting Supplies	219321		24.99
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 11/2023	219355		2,707.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	Youth Event Parking	219321		20.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	A-Team Supplies	219321		12.99
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	A Team Supplies	219321		10.89
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Water	219321		30.00
100-1605-7730	CAPITAL ONE	Overpayment on Invoice #03252	BD24-0707		-0.80
100-4806	KAREN BECKER	Excursion Refund-Agua Caliente 6/29/2023	219308		35.00
100-1605-7756	CHRISTOPHER J TUCKER	Instructor Fee-SC TaiQi-QiGong Fall 2023	4012		294.00
100-2120	JOSE RAMIREZ	CC Rent Deposit Refund 11/24/2023	219347		500.00
100-2120	LYZETTE PEREZ-MUNOZ	SC Rent Deposit Refund 12/2/2023	219346		500.00
100-2120	MANUEL FLORES	SC Rent Deposit Refund 11/25/2023	219328		500.00
100-2120	SIMITRIO GONZALEZ	ROP Bldg Rent Deposit Refund 12/2/2023	219329		150.00
100-2120	TERRY LIN	Field Rent Deposit Refund	3995		100.00
100-4406	TERRY LIN	Restrooms Not Available	3995		60.00
100-4407	TERRY LIN	Field Lights Out Refund	3995		75.00
100-2120	ALISA THIEMSUWAN	ROP Bldg Rent Deposit Refund 12/9/2023	219357		150.00
100-2120	ADRIANA ORTIZ	SC Rent Deposit Refund 12/9/2023	219343		500.00
100-2120	CZARINE VALDECANTOS	TC Rent Deposit Refund 12/10/2023	219358		300.00
100-4806	MONIQUE BUENO	Holiday in Solvang Cancellation Refund	219309		40.00
100-4806	RICARDO BUENO	Holiday in Solvang Cancellation Refund	219310		40.00
100-2120	MARK HARRINGTON	Swimming Pool Refundable Deposit (Pmt #2021-267)	219331		500.00
100-1020-7716	CARLOS MARTINEZ	Holiday in the Park Extra Chairs/Tables/Generators	219337		290.00
Fund 100 - GENERAL FUND Total:					223,915.87
Fund: 220 - GAS TAX FUN					
220-2127	PALP INC	Retention-Highland/Huntington Traffic Signal	3998	202125/220-2127-Highland/H...	16,259.60
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research 10/2023	4000		24,637.50
220-2210-7811	SPRUCE & GANDER INC	Trench Grate Replacement for The Huntington	4006		847.16
Fund 220 - GAS TAX FUN Total:					41,744.26

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2426-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Grocery Outlet 11/2023	3969		784.00
240-2410-7906	WEST COAST ARBORISTS INC	Citywide & Residential Tree Removal	4015		2,238.00
240-2410-7909	WEST COAST ARBORISTS INC	Citywide & Residential Tree Removal	4015		3,091.50
240-2405-7877	STATE OF CALIFORNIA DEPT O...	Signal & Lighting Maintenance 7/2023 - 9/2023	219353		942.63
240-2410-7662	COUNTY OF LOS ANGELES AGR..	Parks Gopher/Ground Squirrel Control 9/2023	219314		478.03
240-2410-7888	LANDSCAPE WAREHOUSE III	Citywide Irrigation Re-Stock	3993		350.15
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 11/2023	3996		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 11/2023	3996		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (5) Landscape Maintenance 11/2023	3996		3,045.32
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 11/2023	3996		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 11/2023	3996		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 11/2023	3996		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	3996		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 11/2023	3996		708.33
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					49,020.61
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-7965	STILLWATER ECOSYSTEM, WA...	Fish Cyn Trail Restoration 10/30/23 - 11/26/2023	219354	202214-Exp-Fish Cyn Trail Res...	3,280.00
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					3,280.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	56th Installment of 3rd Bus 11/2023	3983		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 10/2023	3983		31,691.61
440-5004	FOOTHILL TRANSIT	Duarte Local Service 10/2023	3983		-1,531.55

Council Warrant Register By Account

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
440-4405-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	219326		12.00
Fund 440 - PROPOSITION A TRANSIT FUND Total:					34,059.11
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	56th Installment of 3rd Bus 11/2023	3983		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 10/2023	3983		25,929.50
460-5004	FOOTHILL TRANSIT	Duarte Local Service 10/2023	3983		-1,253.09
Fund 460 - PROPOSITION C TRANSIT FUND Total:					27,856.72
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-2127	RUIZ CONCRETE AND PAVING ...	Retention	4001	202410/470-2127-Retention-C..	-1,235.70
470-4705-8060	RUIZ CONCRETE AND PAVING ...	Citywide Concrete Repair Project 11/15/23-12/12/23	4001	202410/4705-8060-Citywide ...	24,714.00
Fund 470 - MEASURE R LR TRANSIT FUND Total:					23,478.30
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-8100	STATE WATER RESOURCES C...	NPDES Annual Permit Fee 7/1/2023 - 6/30/2024	BD24-0706		10,602.00
490-4905-8100	STATE WATER RESOURCES C...	Sanitary Sewer Overflow Program 7/1/23 - 6/30/24	BD24-0708		3,746.00
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleaning Admin/Maint Fee	219315		147.30
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleanout East Area B-Eastern	219315		1,644.09
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					16,139.39
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
681-6815-7965	HARRIS & ASSOCIATES	FY23 SB341 Report 10/29/23 - 11/25/23	3988		4,104.75
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					4,104.75
Grand Total:					423,599.01

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	223,915.87
220 - GAS TAX FUN	41,744.26
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	49,020.61
400 - PARK DEVELOPMENT GRANT FUND	3,280.00
440 - PROPOSITION A TRANSIT FUND	34,059.11
460 - PROPOSITION C TRANSIT FUND	27,856.72
470 - MEASURE R LR TRANSIT FUND	23,478.30
490 - MEASURE W (WATER/STORMWATER)	16,139.39
681 - Former RDA Low-Mod Income Housing Asset Fund	4,104.75
Grand Total:	423,599.01

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7670	Legal Notices	348.98
100-1010-7685	Technology Services	900.00
100-1010-7980	Other Expenses	52.83
100-1015-7680	City Attorney Legal	10,084.88
100-1015-7682	Labor Counsel Legal	1,182.75
100-1015-7686	Other Legal Services	10,546.16
100-1020-7716	Special Community Even...	33,182.65
100-1020-7726	Council Cablecasting	1,650.00
100-1205-7610	Travel, Mtgs & Conf	926.22
100-1205-7612	Publications and Dues	540.00
100-1205-7614	Office Supplies	16.98
100-1205-7615	Emergency Supplies	19.15
100-1205-7636	Uniforms	471.78
100-1205-7650	Vehicle Maintenance	5,653.32
100-1205-7655	Emergency Services	230.49
100-1205-7761	Parking Ticket Collect	2,707.00
100-1205-7762	Parking Pass Kiosk Costs	282.06
100-1205-7779	Youth Programs	1,111.59
100-1205-7780	Animal Control	5,873.33
100-1205-7781	Contract Law Enforceme...	90.00
100-1205-7980	Other Expenses	683.61
100-1405-7650	Vehicle Maintenance	18.00
100-1405-7690	Planning Commission	1,860.89
100-1405-7800	Building Department Ser...	39,883.40
100-1405-7969	City Engineer	13,006.50
100-1405-7975	Economic Development ...	600.00
100-1405-8100	Other Capital Improvem...	260.00
100-1410-7650	Vehicle Maintenance	18.00
100-1410-7810	Street Sweeping	122.00
100-1410-7815	Brush Clearance	10,815.20
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	30.00
100-1605-7693	Youth Council	319.07
100-1605-7730	Special Events	378.50
100-1605-7733	Senior Center	1,046.95
100-1605-7735	Teen Center	2,581.59
100-1605-7736	Youth & Adult Recreatio...	1,963.50
100-1605-7739	Publicity	15,300.60
100-1605-7741	Sports/Playground Progr...	3,055.27
100-1605-7745	Boxing Program	310.54
100-1605-7756	Senior Recreation Classes	639.60
100-1610-7617	Pool Chemicals	513.27
100-1610-7618	Building Supplies	1,553.30
100-1610-7636	Uniforms	176.86

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	7,162.68
100-1610-8100	Other Capital Improvem...	23,880.00
100-1810-7660	Other Services	25.00
100-1815-7632	Software	1,397.95
100-1815-7821	Network & Internet Serv...	608.30
100-1815-7830	Telephone Services	2,131.67
100-1815-7980	Other Expenses	435.03
100-1825-7613	Duplications And Photos	394.25
100-1825-7626	Postage	25.12
100-1825-7630	Equipment Lease	1,729.10
100-1825-7631	Equipment Maintenance	643.02
100-1825-7687	Waste Mgmt Services	338.00
100-1825-7980	Other Expenses	68.00
100-2120	Refundable Deposits	6,400.00
100-2126	Construction and Demoli...	1,917.70
100-4201	Building Permits	200.00
100-4406	Restroom & Gazebo Ren...	60.00
100-4407	Sports Field Rentals	75.00
100-4408	Property Rental	2,001.51
100-4806	Excursion Fees	115.00
100-5004	Other Revenue	-125.00
220-2127	Retention Payable	16,259.60
220-2210-7811	Street Maintenance	847.16
220-2225-7965	Professional Services	24,637.50
240-2405-7877	Electric-Traffic Signal	942.63
240-2410-7662	Other Serv-Citywide	478.03
240-2410-7888	Repairs-Citywide	350.15
240-2410-7906	Tree Trim-Citywide	2,238.00
240-2410-7909	Tree Trim-Residential	3,091.50
240-2410-7915	Landscape-Citywide	20,278.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
400-4005-7965	Professional Services	3,280.00
440-4405-7650	Vehicle Maintenance	12.00
440-4405-7960	Foothill Transit Operatio...	31,691.61
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,531.55
460-4605-7960	Foothill Tranist Operatio...	25,929.50
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,253.09
470-2127	Retention Payable	-1,235.70
470-4705-8060	Sidewalk/Concrete Repai...	24,714.00
490-4905-7980	Other Expenses	1,791.39

Account Summary

Account Number	Account Name	Payment Amount
490-4905-8100	Other Capital Improvem...	14,348.00
681-6815-7965	Professional Services	4,104.75
Grand Total:		423,599.01

Project Account Summary

Project Account Key	Payment Amount
None	366,322.71
201629-Youth Prgm-Community Outreach Program	550.39
202118-ATP Cycle 4-City Engineer	11,446.50
202125/220-2127-Highland/Hunt Traffic Signal	16,259.60
202214-Exp-Fish Cyn Trail Restoration/Access Plan	3,280.00
202317/1405-8100-Other Cap Improv-Route 66 Art	260.00
202410/470-2127-Retention-Citywide Concrete FY24	-1,235.70
202410/4705-8060-Citywide Concrete FY23-24	24,714.00
250004 - Property Rent - Nextel Rent (Otis Gordon)	2,001.51
Grand Total:	423,599.01



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 4209 - 10-8 RETROFIT INC					
100-1205-7650	10-8 RETROFIT INC	Vehicle #25 Light set-up	19850		5,482.32
Vendor 4209 - 10-8 RETROFIT INC Total:					5,482.32
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Las Brisas 11/2023	205463		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Las Posadas 11/2023	205464		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 6557 - ABERNATHY MONTANEZ					
100-1825-7687	ABERNATHY MONTANEZ	Recycling Program Worker	11/18/2023		84.50
Vendor 6557 - ABERNATHY MONTANEZ Total:					84.50
Vendor: T4765 - ADRIANA ORTIZ					
100-2120	ADRIANA ORTIZ	SC Rent Deposit Refund 12/9/2023	R101821		500.00
Vendor T4765 - ADRIANA ORTIZ Total:					500.00
Vendor: 1388 - AIDA TORRES					
100-1205-7779	AIDA TORRES	DART Volunteer Event/Run Club/Ice Cream Party	11/09/2023		72.12
Vendor 1388 - AIDA TORRES Total:					72.12
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Water Leak Repair	681915		495.00
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Flush Valve Replacement	681918		1,520.00
Vendor 5561 - ALBERTOS PLUMBING Total:					2,015.00
Vendor: 4728 - ALEJANDRO FUENTES					
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics Fall 2023	8		1,155.00
Vendor 4728 - ALEJANDRO FUENTES Total:					1,155.00
Vendor: 6556 - ALEXANDRA MEJIA					
100-1825-7687	ALEXANDRA MEJIA	Recycling Program Worker	11/18/2023		84.50
Vendor 6556 - ALEXANDRA MEJIA Total:					84.50
Vendor: T4621 - ALISA THIEMSUWAN					
100-2120	ALISA THIEMSUWAN	ROP Bldg Rent Deposit Refund 12/9/2023	R101781		150.00
Vendor T4621 - ALISA THIEMSUWAN Total:					150.00
Vendor: 6561 - ANGELIKA DEOCAMPO					
100-1605-7730	ANGELIKA DEOCAMPO	Deposit-Lunar Year Entertainment 2/3/2024	3254		113.00
Vendor 6561 - ANGELIKA DEOCAMPO Total:					113.00
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-1405-8100	ARMSTRONG & WALKER LAN...	NE Corner Hunt/Mt Olive Monument Sign Landscape	12062023	202317/1405-8100-Other Cap ..	260.00
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					260.00
Vendor: T4558 - AVA INC					
100-1610-8100	AVA INC	City Hall and Community Center Roof Repairs	11259		23,880.00
Vendor T4558 - AVA INC Total:					23,880.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1410-7815	BRIGHTVIEW LANDSCAPE SER...	61 Cedarwood Brush Clearance	8706854		2,886.40

Council Warrant Register By Vendor

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1410-7815	BRIGHTVIEW LANDSCAPE SER...	62 Cedarwood/Las Lomas Rd Brush Clearance	8706901		5,772.80
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					8,659.20
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 11/2023	177966		282.06
Vendor 5559 - CALE AMERICA INC Total:					282.06
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Lease 12/1/2023 - 12/31/2023	31620572		1,729.10
100-1825-7631	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Maint 10/1/2023 - 10/31/2023	31620572		521.64
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,250.74
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 10/23/23 - 11/22/23	6006230865		31.72
100-1825-7631	CANON SOLUTIONS AMERICA ...	Permit Tech Printer Maint 10/27/23 - 11/26/23	6006268995		33.17
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Intern/FC Printer Maint 8/31/23 - 11/29/23	6006297997		56.49
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					121.38
Vendor: 6229 - CAPITAL ONE					
100-1605-7730	CAPITAL ONE	Halloween Howl Costume Contest Prizes	03252		54.82
100-1605-7730	CAPITAL ONE	Halloween Howl Costume Contest Prizes	04659		196.71
100-1605-7730	CAPITAL ONE	10/29/2023 Pet Event Gift Bags	02357		14.77
100-1605-7735	CAPITAL ONE	TC Halloween Candy	04569		48.85
100-1010-7980	CAPITAL ONE	Paras-Caracci Park Dedication Supplies	00472525		52.83
100-1605-7745	CAPITAL ONE	TC Boxing Event Reception Supplies	19464		255.91
100-1020-7716	CAPITAL ONE	Veteran's Day Event Supplies	04337		74.04
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	63575		218.05
100-1605-7735	CAPITAL ONE	TC Wild Stylez Event Supplies	01131		103.46
100-1605-7735	CAPITAL ONE	TC Thanksgiving Dinner Supplies	16040		344.76
100-1605-7733	CAPITAL ONE	SC Week of Holiday Magic Supplies	31383		260.64
100-1605-7735	CAPITAL ONE	TC Winter Holiday Festival Supplies	04211		129.97
100-1605-7693	CAPITAL ONE	Mayor's Youth Council Booth Supplies	01605		74.31
100-1020-7716	CAPITAL ONE	Holiday in the Park Staff Drinks	01171		62.82
100-1605-7730	CAPITAL ONE	Overpayment on Invoice #03252	12132023		-0.80
Vendor 6229 - CAPITAL ONE Total:					1,891.14
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7733	CARLOS FELIPE PEREZ	SC New Years Brunch DJ 1/3/2024	45259		600.00
Vendor 6357 - CARLOS FELIPE PEREZ Total:					600.00
Vendor: 5164 - CARLOS MARTINEZ					
100-1020-7716	CARLOS MARTINEZ	Holiday in the Park Inflatables & Equipment	000026		1,670.00
100-1020-7716	CARLOS MARTINEZ	Holiday in the Park Extra Chairs/Tables/Generators	000028		290.00
Vendor 5164 - CARLOS MARTINEZ Total:					1,960.00
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports LAS Basketball Jerseys	1213954-IN		1,238.45

Council Warrant Register By Vendor

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Basketball Jerseys	1213967-IN		1,816.82
Vendor 5792 - CHALLENGER TEAMWEAR Total:					3,055.27
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Bldg & Safety Srvc 10/2023	66593		20,450.40
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building Permits Subscription 9/2023 - 8/2024	66593		18,500.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					38,950.40
Vendor: 5586 - CHRISTOPHER J TUCKER					
100-1605-7756	CHRISTOPHER J TUCKER	Instructor Fee-SC TaiQi-QiGong 8 Fall 2023			294.00
Vendor 5586 - CHRISTOPHER J TUCKER Total:					294.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4175381212		18.98
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4175381212		45.42
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4176035686		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4176035686		9.31
Vendor 5140 - CINTAS CORPORATION #693 Total:					99.40
Vendor: 6427 - CIVICPLUS LLC					
100-1010-7685	CIVICPLUS LLC	Online Municipal Code Hosting 12/1/23 - 11/30/24	283879		900.00
Vendor 6427 - CIVICPLUS LLC Total:					900.00
Vendor: 6544 - CLOUD CONNECT SOLUTIONS					
100-1815-7830	CLOUD CONNECT SOLUTIONS	Phone/SD-Wan w/VELO/SIP & E911 Bundle 1/2024	1075		1,667.47
Vendor 6544 - CLOUD CONNECT SOLUTIONS Total:					1,667.47
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 11/2023	CMC18035		25.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					25.00
Vendor: 6560 - CSE CORPORATION					
100-1605-7736	CSE CORPORATION	Instructor Fee-Dog Obedience Fall 2023	1001		612.50
Vendor 6560 - CSE CORPORATION Total:					612.50
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7745	CURO MANAGED PRINT PRO...	TC Boxing Poster	7289		18.74
100-1020-7716	CURO MANAGED PRINT PRO...	Holiday Tree Lighting Ornaments & Sign	7307		727.65
100-1020-7716	CURO MANAGED PRINT PRO...	Gift/Signs for Santa Car	7343		441.39
100-1020-7716	CURO MANAGED PRINT PRO...	Holiday in the Park Tickets/Signs	7344		961.38
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					2,149.16
Vendor: T4504 - CZARINE VALDECANTOS					
100-2120	CZARINE VALDECANTOS	TC Rent Deposit Refund 12/10/2023	R101827		300.00
Vendor T4504 - CZARINE VALDECANTOS Total:					300.00
Vendor: 6373 - DANIELLA MORALES					
100-1825-7687	DANIELLA MORALES	Recycling Program Worker	11/18/2023		84.50
Vendor 6373 - DANIELLA MORALES Total:					84.50
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	City Hall Door Handle Replacement	25363		899.47
Vendor 5025 - DARRELL RAY CARROLL Total:					899.47
Vendor: T4777 - DAVID NORIEGA					
100-2120	DAVID NORIEGA	Pool Rent Deposit Refund 9/23/2023	R101033/938206		200.00
Vendor T4777 - DAVID NORIEGA Total:					200.00

Council Warrant Register By Vendor

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3838 - DELONG UNLIMITED SCREEN PRINTING					
100-1605-7735	DELONG UNLIMITED SCREEN ...	TC Winter Holiday Festival Shirts	22-10626		264.60
100-1605-7735	DELONG UNLIMITED SCREEN ...	Teen Ctr MLK Event Shirts	22-10637		674.73
Vendor 3838 - DELONG UNLIMITED SCREEN PRINTING Total:					939.33
Vendor: 1381 - DOLPHIN RENTS INC					
100-1020-7716	DOLPHIN RENTS INC	Holiday in the Park Furnishings 12/10/2023	01-214850-07		4,006.04
Vendor 1381 - DOLPHIN RENTS INC Total:					4,006.04
Vendor: 0388 - DUARTE KIWANIS CLUB					
100-1205-7612	DUARTE KIWANIS CLUB	Aida Torres Dues 7/2023 - 6/2024	11302023		240.00
Vendor 0388 - DUARTE KIWANIS CLUB Total:					240.00
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	1/2024		140.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					140.00
Vendor: 3165 - DUARTE PUBLIC SAFETY PETTY CASH					
100-1205-7610	DUARTE PUBLIC SAFETY PETTY...	Meeting Supplies	12132023		24.99
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	Youth Event Parking	12132023		20.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	A-Team Supplies	12132023		12.99
100-1205-7779	DUARTE PUBLIC SAFETY PETTY...	A Team Supplies	12132023		10.89
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Water	12132023		30.00
Vendor 3165 - DUARTE PUBLIC SAFETY PETTY CASH Total:					98.87
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY ...	Tree Lighting Ribbon	12122023		28.62
100-1605-7733	DUARTE RECREATION PETTY ...	SC Pickleball Party Treats	12122023		46.31
100-1605-7735	DUARTE RECREATION PETTY ...	TC Wild Stylez Event Frames	12122023		30.84
100-1605-7735	DUARTE RECREATION PETTY ...	TC Wild Stylez Event Supplies	12122023		86.33
100-1605-7745	DUARTE RECREATION PETTY ...	TC Boxing Frames/Tape	12122023		35.89
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					227.99
Vendor: T3906 - DUARTE SUMMIT HOMES LLC					
100-2126	DUARTE SUMMIT HOMES LLC	Const/Demo Deposit Refund (Pmt#2022-311)	R94930		1,600.00
100-5004	DUARTE SUMMIT HOMES LLC	Administrative Fee (Pmt#2022-311)	R94930		-125.00
Vendor T3906 - DUARTE SUMMIT HOMES LLC Total:					1,475.00
Vendor: 0077 - DUARTE UNIFIED SCHOOL DISTRICT					
100-4408	DUARTE UNIFIED SCHOOL DIS...	SBA/Nextel Lease 12/2023	101686	250004 - Property Rent - Next...	2,001.51
Vendor 0077 - DUARTE UNIFIED SCHOOL DISTRICT Total:					2,001.51
Vendor: T4121 - ENGINEERING ASSOCIATES LLC					
100-2120	ENGINEERING ASSOCIATES LLC	Permit Cancellation (Pmrt #6-0060/2023-75ROW)	R86360		1,000.00
100-2126	ENGINEERING ASSOCIATES LLC	Permit Cancellation (6-0060/2023-75ROW)	R86360		317.70
Vendor T4121 - ENGINEERING ASSOCIATES LLC Total:					1,317.70
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 11/2023	104093		154.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					154.00
Vendor: 6532 - EXTRA SPACE STORAGE INC					
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 12/1/2023 - 12/31/2023	203226189		460.00
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 12/1/2023 - 12/31/2023	203226236		473.00
Vendor 6532 - EXTRA SPACE STORAGE INC Total:					933.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	6545		42.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	6545		90.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	6545		18.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	6545		18.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					168.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	8-334-13234		25.12
Vendor 0087 - FEDEX Total:					25.12
Vendor: 4039 - FSP DESIGNS					
100-1205-7636	FSP DESIGNS	B Ariizumi Uniform Shirts	11246		100.00
Vendor 4039 - FSP DESIGNS Total:					100.00
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	149702		395.39
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	150134		117.88
Vendor 4690 - FULLER ENGINEERING INC Total:					513.27
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 11/1/23 - 11/30/23	4859027283		1,397.95
Vendor 6181 - GOOGLE LLC Total:					1,397.95
Vendor: 1092 - GRAINGER					
100-1610-7618	GRAINGER	Encanto Park Restroo...	9923449160		368.63
Vendor 1092 - GRAINGER Total:					368.63
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Business Cards	112807		394.25
Vendor 5340 - GRAND PRINTING INC Total:					394.25
Vendor: 4942 - GREGORY C REUEL					
100-1405-7975	GREGORY C REUEL	Demographic Data for Website 16			600.00
Vendor 4942 - GREGORY C REUEL Total:					600.00
Vendor: 5367 - HENDERSON'S UNIFORMS					
100-1610-7636	HENDERSON'S UNIFORMS	Uniform Shirts (Meetings/Events)	36548		132.19
Vendor 5367 - HENDERSON'S UNIFORMS Total:					132.19
Vendor: T4760 - HHS CONSTRUCTION LLC					
100-2120	HHS CONSTRUCTION LLC	Cash Bond Deposit Refund (Pmt #2023-62ROW)	R99284		1,000.00
Vendor T4760 - HHS CONSTRUCTION LLC Total:					1,000.00
Vendor: 6210 - HUNTINGTON TIRE & AUTO CENTER INC					
100-1205-7650	HUNTINGTON TIRE & AUTO C...	Vehicle #29 Alignment	58517		129.00
Vendor 6210 - HUNTINGTON TIRE & AUTO CENTER INC Total:					129.00
Vendor: T3796 - INLAND ENGINEERING SERVICE INC					
100-2120	INLAND ENGINEERING SERVIC...	Cash Bond Deposit Refund (Pmt #2022-59ROW)	R98153		1,000.00
Vendor T3796 - INLAND ENGINEERING SERVICE INC Total:					1,000.00
Vendor: 6558 - IRMA HORVATH					
100-1205-7779	IRMA HORVATH	DART Overnight Trip Lodging 1/3/2024	0000001	201629-Youth Prgm-Communi...	500.00
Vendor 6558 - IRMA HORVATH Total:					500.00
Vendor: 6090 - IT'S A GAS INC					
100-1610-7652	IT'S A GAS INC	SC Helium Tank Refill	ARP-15660		612.28
100-1610-7652	IT'S A GAS INC	CC Helium Tank Refill	ARP-15661		558.63
Vendor 6090 - IT'S A GAS INC Total:					1,170.91
Vendor: 5990 - JK PROPERTY SERVICES INC					
100-1020-7716	JK PROPERTY SERVICES INC	Annual Holiday Light Installation	3457		17,275.00
100-1020-7716	JK PROPERTY SERVICES INC	Holiday Tree Storage/Setup	3484		7,575.00
Vendor 5990 - JK PROPERTY SERVICES INC Total:					24,850.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4766 - JOSE RAMIREZ					
100-2120	JOSE RAMIREZ	CC Rent Deposit Refund 11/24/2023	R101573		500.00
Vendor T4766 - JOSE RAMIREZ Total:					500.00
Vendor: 6562 - JOSE VENEGAS					
100-1605-7735	JOSE VENEGAS	TC Winter Holiday Festival Dinner	3622		680.00
Vendor 6562 - JOSE VENEGAS Total:					680.00
Vendor: T4762 - KAREN BECKER					
100-4806	KAREN BECKER	Excursion Refund-Agua Caliente 6/29/2023	2000341.005		35.00
Vendor T4762 - KAREN BECKER Total:					35.00
Vendor: 6484 - LAWRENCE E MARINO SEPERATE PROPERTY TRUST					
100-1610-7652	LAWRENCE E MARINO SEPER...	Twice a Week Pool Service/Maintenance 11/2023	231071101		1,950.00
Vendor 6484 - LAWRENCE E MARINO SEPERATE PROPERTY TRUST Total:					1,950.00
Vendor: 1927 - LEVON YOTNAKHPARIAN					
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 9/12/23	12102023		550.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 10/10/2023	12102023		550.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 10/24/2023	12102023		550.00
Vendor 1927 - LEVON YOTNAKHPARIAN Total:					1,650.00
Vendor: T4715 - LYZETTE PEREZ-MUNOZ					
100-2120	LYZETTE PEREZ-MUNOZ	SC Rent Deposit Refund 12/2/2023	R101582		500.00
Vendor T4715 - LYZETTE PEREZ-MUNOZ Total:					500.00
Vendor: T4763 - MANUEL FLORES					
100-2120	MANUEL FLORES	SC Rent Deposit Refund 11/25/2023	R101619		500.00
Vendor T4763 - MANUEL FLORES Total:					500.00
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 11/2023	105401		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 11/2023	105401		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 11/2023	105401		3,426.72
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					5,582.72
Vendor: T4761 - MARK HARRINGTON					
100-2120	MARK HARRINGTON	Swimming Pool Refundable Deposit (Pmt #2021-267)	R89670		500.00
Vendor T4761 - MARK HARRINGTON Total:					500.00
Vendor: 5711 - MAX'S MEXICAN CUISINE					
100-1605-7693	MAX'S MEXICAN CUISINE	Mayor's Youth Council Dinner 12/4/2023	2023DMYC		244.76
Vendor 5711 - MAX'S MEXICAN CUISINE Total:					244.76
Vendor: T4768 - MONIQUE BUENO					
100-4806	MONIQUE BUENO	Holiday in Solvang Cancellation Refund	2001665.002		40.00
Vendor T4768 - MONIQUE BUENO Total:					40.00
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 11/2023	3106097		40.00
Vendor 6280 - ONLY CREMATIONS FOR PETS Total:					40.00
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 11/30/2023	561387		68.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					68.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 1/1/24 - 1/31/24	1639488		191.22
Vendor 2466 - POST ALARM SYSTEMS Total:					191.22
Vendor: T4767 - RICARDO BUENO					
100-4806	RICARDO BUENO	Holiday in Solvang Cancellation Refund	2001666.002		40.00
Vendor T4767 - RICARDO BUENO Total:					40.00
Vendor: 6559 - RICHARD D JONES, A Professional Law Corporation					
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	118867		1,678.84
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	119442		1,798.82
Vendor 6559 - RICHARD D JONES, A Professional Law Corporation Total:					3,477.66
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 10/2023	34185		240.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 10/2023	34186		1,240.00
100-1405-7690	RKA CONSULTING GROUP	Contract City Engineer 10/2023	34187		1,840.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access/Bike Safety Improv 10/2023	34188	202118-ATP Cycle 4-City Engi...	11,446.50
100-1405-7969	RKA CONSULTING GROUP	Duarte/Highland Striping Improvements 10/2023	34189		80.00
Vendor 0904 - RKA CONSULTING GROUP Total:					14,846.50
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 10/2023	978047		804.50
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain Legal 10/2023	978048		4,118.00
100-1015-7686	RUTAN & TUCKER LLP	Mel Canyon Eminent Domain Legal 10/2023	978049		2,146.00
100-1015-7682	RUTAN & TUCKER LLP	Personnel Matter (Investigation) Legal 10/2023	978050		1,182.75
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 10/2023	978313		10,084.88
Vendor 0196 - RUTAN & TUCKER LLP Total:					18,336.13
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Srvcs 12/2023	12/2023D		5,833.33
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,833.33
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	A&I Members Meeting	113023-DUARTE		30.00
Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:					30.00
Vendor: 0202 - SHAFFER AWARDS					
100-1405-7690	SHAFFER AWARDS	Commissioner Name Plates	7724		20.89
Vendor 0202 - SHAFFER AWARDS Total:					20.89
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Trash Bags-Bus Stops/Parks	049328		1,045.94
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					1,045.94
Vendor: T4764 - SIMITRIO GONZALEZ					
100-2120	SIMITRIO GONZALEZ	ROP Bldg Rent Deposit Refund 12/2/2023	R101759		150.00
Vendor T4764 - SIMITRIO GONZALEZ Total:					150.00
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1020-7716	SIMON EQUIPMENT RENTALS	Holiday in the Park Generator Rental	157712		70.71
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					70.71
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 11/2023	577177		348.98
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					348.98

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 11/2023	12132023		2,707.00
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					2,707.00
Vendor: T4776 - TERRY LIN					
100-2120	TERRY LIN	Field Rent Deposit Refund	R101780		100.00
100-4406	TERRY LIN	Restrooms Not Available	R101780		60.00
100-4407	TERRY LIN	Field Lights Out Refund	R101780		75.00
Vendor T4776 - TERRY LIN Total:					235.00
Vendor: T4730 - TESLA ENERGY OPERATIONS INC					
100-4201	TESLA ENERGY OPERATIONS I...	Permit #2023-640 Refund/2646 Starcrest Dr	R97249		200.00
Vendor T4730 - TESLA ENERGY OPERATIONS INC Total:					200.00
Vendor: 4241 - THE SAUCE CREATIVE SERVICES CORP					
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Winter 2023 City News Design/Flipbook	6593		6,750.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Winter 2023 City News Printing	6594		8,550.60
Vendor 4241 - THE SAUCE CREATIVE SERVICES CORP Total:					15,300.60
Vendor: 6369 - THE TALENTED ARTS SCHOOL OF PERFORMING ARTS					
100-1605-7736	THE TALENTED ARTS SCHOOL ...	Instructor Fee-Hip Hop S2 Fall 2023	0000038		196.00
Vendor 6369 - THE TALENTED ARTS SCHOOL OF PERFORMING ARTS Total:					196.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 1/1/2024 - 1/31/2024	25251		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 1/1/2024 - 1/31/2024	25252		608.30
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					1,072.50
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/1/2023 - 11/30/2023	849355284		215.61
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					215.61
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Hotel (Hyatt Regency)	11272023LB		743.97
100-1205-7610	U.S. BANK	Managers Summit Parking (USC)	11272023LB		20.50
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Dinner (Woody's)	11272023LB		23.72
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conf Meals (Hyatt Regency)	11272023LB		113.04
100-1205-7612	U.S. BANK	Larry Breceda CACEO 2024 Membership	11272023LB		100.00
100-1205-7612	U.S. BANK	Emily Lepone CACEO 2024 Membership	11272023LB		100.00
100-1205-7612	U.S. BANK	Larry Breceda 2024 Membership (CalAnimals)	11272023LB		100.00
100-1205-7614	U.S. BANK	Office Supplies (Target)	11272023LB		16.98
100-1205-7615	U.S. BANK	Eoc Radio Holder (Amazon)	11272023LB		19.15
100-1205-7636	U.S. BANK	B Ariizumi Uniform Polos (Condor Elite)	11272023LB		80.85
100-1205-7636	U.S. BANK	B Ariizumi Uniform Pants (5.11 Tactical)	11272023LB		290.93
100-1205-7655	U.S. BANK	EOC Scheduling App User Add (Sling)	11272023LB		14.88
100-1205-7779	U.S. BANK	Youth Event Tickets 11/16/23 (Azusa Pacific)	11272023LB		119.00
100-1205-7779	U.S. BANK	DART Unity March 11/4/2023 (The Habit Burger)	11272023LB		71.11
100-1205-7779	U.S. BANK	DART Red Ribbon Week Clean- up (Raising Canes)	11272023LB		62.63

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	DART Event 10/24/23 Dinner (Jersey Mikes)	11272023LB	201629-Youth Prgm-Communi...	50.39
100-1205-7779	U.S. BANK	DART Beardslee Event 11/2/23 (Sweet Basil Pizza)	11272023LB		38.00
100-1205-7779	U.S. BANK	DART Event 11/16/23 Dinner (Raising Canes)	11272023LB		119.54
100-1205-7779	U.S. BANK	DART Event Dinner 11/13/23 (Little Caesars)	11272023LB		34.92
100-1205-7980	U.S. BANK	Red Ribbon Week Art Contest Prizes (Target)	11272023LB		360.00
100-1205-7980	U.S. BANK	Pumpkin Carving Contest Supplies (Smart & Final)	11272023LB		9.93
100-1205-7980	U.S. BANK	Larry Breceda CACEO Certification	11272023LB		210.00
100-1205-7980	U.S. BANK	Key Tags (Amazon)	11272023LB		30.13
100-1205-7980	U.S. BANK	PS Manager Interview Panel Food (Cafe De Olla)	11272023LB		43.55
100-1815-7980	U.S. BANK	PSM Monitor Stand (Amazon)	11272023LB		28.15
100-1815-7980	U.S. BANK	PSM Monitor (Dell)	11272023LB		406.88
Vendor 4484 - U.S. BANK Total:					3,208.25
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Return (Inv #82090248)	82090248-CM		-74.17
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	82139587		148.33
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	82139782		64.57
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					138.73
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control Srvcs 11/10/2023	335735C		727.35
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					727.35
Vendor: 6555 - YVETTE LUNA					
100-1825-7687	YVETTE LUNA	Recycling Program Worker	11/18/2023		84.50
Vendor 6555 - YVETTE LUNA Total:					84.50
Vendor: 5205 - YVETTE M LABAN					
100-1605-7756	YVETTE M LABAN	Instructor Fee-SC Yoga Fall 2023	11302023		345.60
Vendor 5205 - YVETTE M LABAN Total:					345.60
Fund 100 - GENERAL FUND Total:					223,915.87
Fund: 220 - GAS TAX FUN					
Vendor: 5554 - PALP INC					
220-2127	PALP INC	Retention-Highland/Huntington Traffic Signal	R-27281	202125/220-2127-Highland/H...	16,259.60
Vendor 5554 - PALP INC Total:					16,259.60
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research 10/2023	34190		24,637.50
Vendor 0904 - RKA CONSULTING GROUP Total:					24,637.50
Vendor: 6563 - SPRUCE & GANDER INC					
220-2210-7811	SPRUCE & GANDER INC	Trench Grate Replacement for The Huntington	3294-Deposit		847.16
Vendor 6563 - SPRUCE & GANDER INC Total:					847.16
Fund 220 - GAS TAX FUN Total:					41,744.26
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES ...	Street Sweeping-Grocery Outlet 11/2023	205462		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00

Council Warrant Register By Vendor

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES					
240-2410-7662	COUNTY OF LOS ANGELES AGR..	Parks Gopher/Ground Squirrel Control 9/2023	240787		478.03
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES Total:					478.03
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2410-7888	LANDSCAPE WAREHOUSE III	Citywide Irrigation Re-Stock	4191639		350.15
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					350.15
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 11/2023	105401		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 11/2023	105401		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (5) Landscape Maintenance 11/2023	105401		3,045.32
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwy (19) Landscape Maintenance 11/2023	105401		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 11/2023	105401		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 11/2023	105401		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2023	105401		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 11/2023	105401		708.33
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					41,136.30
Vendor: 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION					
240-2405-7877	STATE OF CALIFORNIA DEPT O...	Signal & Lighting Maintenance 7/2023 - 9/2023	SL240183		942.63
Vendor 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION Total:					942.63
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7906	WEST COAST ARBORISTS INC	Citywide & Residential Tree Removal	207683		2,238.00
240-2410-7909	WEST COAST ARBORISTS INC	Citywide & Residential Tree Removal	207683		3,091.50
Vendor 1521 - WEST COAST ARBORISTS INC Total:					5,329.50
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					49,020.61

Council Warrant Register By Vendor

Payment Dates: 12/14/2023 - 12/27/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 6526 - STILLWATER ECOSYSTEM, WATERSHED & RIVERINE SCIENCES					
400-4005-7965	STILLWATER ECOSYSTEM, WA...	Fish Cyn Trail Restoration 10/30/23 - 11/26/2023	10420003	202214-Exp-Fish Cyn Trail Res...	3,280.00
Vendor 6526 - STILLWATER ECOSYSTEM, WATERSHED & RIVERINE SCIENCES Total:					3,280.00
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					3,280.00
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L...	City Vehicle Cleaning 11/2023	6545		12.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					12.00
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	56th Installment of 3rd Bus 11/2023	SI009876		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 10/2023	SI009877		31,691.61
440-5004	FOOTHILL TRANSIT	Duarte Local Service 10/2023	SI009877		-1,531.55
Vendor 3192 - FOOTHILL TRANSIT Total:					34,047.11
Fund 440 - PROPOSITION A TRANSIT FUND Total:					34,059.11
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	56th Installment of 3rd Bus 11/2023	SI009876		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 10/2023	SI009877		25,929.50
460-5004	FOOTHILL TRANSIT	Duarte Local Service 10/2023	SI009877		-1,253.09
Vendor 3192 - FOOTHILL TRANSIT Total:					27,856.72
Fund 460 - PROPOSITION C TRANSIT FUND Total:					27,856.72
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6024 - RUIZ CONCRETE AND PAVING INC					
470-2127	RUIZ CONCRETE AND PAVING ...	Retention	3-Final	202410/470-2127-Retention-C..	-1,235.70
470-4705-8060	RUIZ CONCRETE AND PAVING ...	Citywide Concrete Repair Project 11/15/23-12/12/23	3-Final	202410/4705-8060-Citywide ...	24,714.00
Vendor 6024 - RUIZ CONCRETE AND PAVING INC Total:					23,478.30
Fund 470 - MEASURE R LR TRANSIT FUND Total:					23,478.30
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleaning Admin/Maint Fee	SA240000175		147.30
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleanout East Area B-Eastern	SA240000196		1,644.09
Vendor 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,791.39
Vendor: 1240 - STATE WATER RESOURCES CONTROL BOARD					
490-4905-8100	STATE WATER RESOURCES C...	NPDES Annual Permit Fee 7/1/2023 - 6/30/2024	SW-0269536		10,602.00
490-4905-8100	STATE WATER RESOURCES C...	Sanitary Sewer Overflow Program 7/1/23 - 6/30/24	WD-0231087		3,746.00
Vendor 1240 - STATE WATER RESOURCES CONTROL BOARD Total:					14,348.00
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					16,139.39
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
Vendor: 6175 - HARRIS & ASSOCIATES					
681-6815-7965	HARRIS & ASSOCIATES	FY23 SB341 Report 10/29/23 - 11/25/23	60545		4,104.75
Vendor 6175 - HARRIS & ASSOCIATES Total:					4,104.75
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					4,104.75
Grand Total:					423,599.01

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	223,915.87
220 - GAS TAX FUN	41,744.26
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	49,020.61
400 - PARK DEVELOPMENT GRANT FUND	3,280.00
440 - PROPOSITION A TRANSIT FUND	34,059.11
460 - PROPOSITION C TRANSIT FUND	27,856.72
470 - MEASURE R LR TRANSIT FUND	23,478.30
490 - MEASURE W (WATER/STORMWATER)	16,139.39
681 - Former RDA Low-Mod Income Housing Asset Fund	4,104.75
Grand Total:	423,599.01

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7670	Legal Notices	348.98
100-1010-7685	Technology Services	900.00
100-1010-7980	Other Expenses	52.83
100-1015-7680	City Attorney Legal	10,084.88
100-1015-7682	Labor Counsel Legal	1,182.75
100-1015-7686	Other Legal Services	10,546.16
100-1020-7716	Special Community Even...	33,182.65
100-1020-7726	Council Cablecasting	1,650.00
100-1205-7610	Travel, Mtgs & Conf	926.22
100-1205-7612	Publications and Dues	540.00
100-1205-7614	Office Supplies	16.98
100-1205-7615	Emergency Supplies	19.15
100-1205-7636	Uniforms	471.78
100-1205-7650	Vehicle Maintenance	5,653.32
100-1205-7655	Emergency Services	230.49
100-1205-7761	Parking Ticket Collect	2,707.00
100-1205-7762	Parking Pass Kiosk Costs	282.06
100-1205-7779	Youth Programs	1,111.59
100-1205-7780	Animal Control	5,873.33
100-1205-7781	Contract Law Enforceme...	90.00
100-1205-7980	Other Expenses	683.61
100-1405-7650	Vehicle Maintenance	18.00
100-1405-7690	Planning Commission	1,860.89
100-1405-7800	Building Department Ser...	39,883.40
100-1405-7969	City Engineer	13,006.50
100-1405-7975	Economic Development ...	600.00
100-1405-8100	Other Capital Improvem...	260.00
100-1410-7650	Vehicle Maintenance	18.00
100-1410-7810	Street Sweeping	122.00
100-1410-7815	Brush Clearance	10,815.20
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	30.00
100-1605-7693	Youth Council	319.07
100-1605-7730	Special Events	378.50
100-1605-7733	Senior Center	1,046.95
100-1605-7735	Teen Center	2,581.59
100-1605-7736	Youth & Adult Recreatio...	1,963.50
100-1605-7739	Publicity	15,300.60
100-1605-7741	Sports/Playground Progr...	3,055.27
100-1605-7745	Boxing Program	310.54
100-1605-7756	Senior Recreation Classes	639.60
100-1610-7617	Pool Chemicals	513.27
100-1610-7618	Building Supplies	1,553.30
100-1610-7636	Uniforms	176.86

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	7,162.68
100-1610-8100	Other Capital Improvem...	23,880.00
100-1810-7660	Other Services	25.00
100-1815-7632	Software	1,397.95
100-1815-7821	Network & Internet Serv...	608.30
100-1815-7830	Telephone Services	2,131.67
100-1815-7980	Other Expenses	435.03
100-1825-7613	Duplications And Photos	394.25
100-1825-7626	Postage	25.12
100-1825-7630	Equipment Lease	1,729.10
100-1825-7631	Equipment Maintenance	643.02
100-1825-7687	Waste Mgmt Services	338.00
100-1825-7980	Other Expenses	68.00
100-2120	Refundable Deposits	6,400.00
100-2126	Construction and Demoli...	1,917.70
100-4201	Building Permits	200.00
100-4406	Restroom & Gazebo Ren...	60.00
100-4407	Sports Field Rentals	75.00
100-4408	Property Rental	2,001.51
100-4806	Excursion Fees	115.00
100-5004	Other Revenue	-125.00
220-2127	Retention Payable	16,259.60
220-2210-7811	Street Maintenance	847.16
220-2225-7965	Professional Services	24,637.50
240-2405-7877	Electric-Traffic Signal	942.63
240-2410-7662	Other Serv-Citywide	478.03
240-2410-7888	Repairs-Citywide	350.15
240-2410-7906	Tree Trim-Citywide	2,238.00
240-2410-7909	Tree Trim-Residential	3,091.50
240-2410-7915	Landscape-Citywide	20,278.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
400-4005-7965	Professional Services	3,280.00
440-4405-7650	Vehicle Maintenance	12.00
440-4405-7960	Foothill Transit Operatio...	31,691.61
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,531.55
460-4605-7960	Foothill Tranist Operatio...	25,929.50
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,253.09
470-2127	Retention Payable	-1,235.70
470-4705-8060	Sidewalk/Concrete Repai...	24,714.00
490-4905-7980	Other Expenses	1,791.39

Account Summary

Account Number	Account Name	Payment Amount
490-4905-8100	Other Capital Improvem...	14,348.00
681-6815-7965	Professional Services	4,104.75
Grand Total:		423,599.01

Project Account Summary

Project Account Key	Payment Amount
None	366,322.71
201629-Youth Prgm-Community Outreach Program	550.39
202118-ATP Cycle 4-City Engineer	11,446.50
202125/220-2127-Highland/Hunt Traffic Signal	16,259.60
202214-Exp-Fish Cyn Trail Restoration/Access Plan	3,280.00
202317/1405-8100-Other Cap Improv-Route 66 Art	260.00
202410/470-2127-Retention-Citywide Concrete FY24	-1,235.70
202410/4705-8060-Citywide Concrete FY23-24	24,714.00
250004 - Property Rent - Nextel Rent (Otis Gordon)	2,001.51
Grand Total:	423,599.01



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7612	CALIFORNIA PARK & RECREAT...	Manuel Enriquez Membership 2/1/2024 - 1/31/2025	219368		165.00
100-1605-7736	360 MARITAL ARTS ACADEMY ...	Instructor Fee-Karate Fall 2023 (4:00/4:45/5:30PM)	4018		1,646.40
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 10/29/2023 - 11/11/2023	4022		6,231.78
100-1605-7735	SHAFFER AWARDS	TC Duarte Wild Stylez Awards	219386		198.12
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Latin Dance	4027		176.40
100-1020-7716	LINDA R SUSANA BEATTIE	Holiday Tree Lighiting Gingerbread Man Treats	219364		500.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	4053		76.92
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 11/12/2023 - 11/25/2023	4022		3,460.32
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Srvcs 11/2023	4026		16,380.00
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 11/2023	4029		7,515.59
100-1015-7684	CIVICA LAW GROUP, APC	1307 Bloomdale Legal 11/2023	4029		805.90
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 11/2023	4029		6,000.00
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	219389		4,675.78
100-1020-7716	SAN DIMAS GRAIN	Holiday in the Park 2023 Hay Bales	219382		775.00
100-1825-7687	R3 CONSULTING GROUP	On-Call Consulting Services 11/2023	4050		315.00
100-1605-7650	HUNTINGTON TIRE & AUTO C...	Vehicle #31 Tires	4039		873.75
100-1810-7660	CALIFORNIA STATE DEPARTM...	Fingerprint Apps 11/2023	4024		32.00
100-1020-7710	DUARTE CHAMBER OF COMM...	FY24 2nd Installment Agreement Srvcs	4031		25,000.00
100-1810-7673	OCCUPATIONAL HEALTH CEN...	Drug/Alcohol Test 12/04/2023	219378		146.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Tax on Gain on Prior	BD24-0751		192.19
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		578.99
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle #33,34,24,31,25 Maint Fees 12/2023	BD24-0751		235.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		702.14

Council Warrant Register By Account

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 25 Maint Fees 11/13/2023 - 11/30/2023	BD24-0751		34.45
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		720.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		1,086.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 12/01/23 - 12/31/2023	BD24-0751		782.73
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Tax on Gain on Prior	BD24-0751		755.94
100-1605-7750	INLAND EMPIRE STAGES LTD	Excursion Transportation- Mission Inn 12/6/2023	219374		2,027.40
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens Specific Plan 10/1/23-11/30/23	219377	202417-dep-Westminister Ga...	5,009.60
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/01/2024 - 3/31/2024	219390		12,366.50
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 11/2023	219371		1,604.37
100-1805-7653	SECTRAN SECURITY INC	December 2023 Courier Pick- up	4056		316.13
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4028		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4028		9.31
100-1610-7652	AIR-TRO INC	City Yard HVAC Maintenance	219361		136.00
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Maintenance	219361		136.00
100-1020-7713	AIR-TRO INC	Museum HVAC Maintenance	219361		186.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Maintenance	219361		368.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2023	4033		154.00
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2023	4044		442,977.02
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies (Trash Bags)	4057		1,293.68
100-1405-7965	LDM ASSOCIATES INC	FY24 Federal Grant Administration 11/2023	4042		58.50
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 12/2023	4060		9,391.00
100-1020-7720	TRIPEPI SMITH & ASSOCIATES	PEG Channel Management Services 12/2023	4060		2,345.00
100-1610-7616	SANTA ANITA FAMILY YMCA	Y Pool Usage During Pool Closure Oct/Nov 2023	219384		2,562.99
100-1205-7761	DATA TICKET INC	Parking Citation Processing 11/2023	4030		1,199.92
100-1205-7761	DATA TICKET INC	Admin Citation Processing 11/2023	4030		164.67
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 12/2023	4019		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 12/2023	4019		61.00
100-1605-7736	360 MARITAL ARTS ACADEMY ...	Instructor Fee-Karate Summer 2022 (5PM)	4018		2,016.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 11/2023	4052		80.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 11/2023	4052		400.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2023	4052		1,200.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 11/2023	4052	202118-ATP Cycle 4-Professio...	3,427.50
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Diagnostic Test	219361		296.00
100-1610-7652	ALBERTOS PLUMBING	CH Kitchen Plumbing Repairs	4021		645.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	4058		78.49
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maint Supplies (Recyled Paper Products)	4057		970.96
100-1610-7618	MAINTEX INC	Building Maintenance Supplies	4045		462.60
100-1815-7965	MAXTREME INC	IT HelpDesk 12/2023	4047		12,500.00

Council Warrant Register By Account

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7716	SIMON EQUIPMENT RENTALS	Generator Rental (Santa Drive)	219388		212.11
100-1610-7652	DARRELL RAY CARROLL	CC Cabinet Locks	219369		435.63
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4028		31.26
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4028		9.31
100-1820-7771	ALBERTOS PLUMBING	City Yard Backflow Repair (Accident 12/17/23)	4021	DMGE090-12-17-23-Metal Fe...	1,175.00
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	4063		427.53
100-4201	BETTER EARTH ELECTRIC INC	Solar Permit (Pmt #2023-216) Refund	219365		200.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	219379		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	219381		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	219392		50.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Women's RR Supply Vent Repair	4020		1,217.53
100-1605-7650	WARDS SERVICE	Vehicle #16 Service & Smog Test	4062		188.13
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 11/2023	4054		8,606.18
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 11/2023	4054		1,578.25
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain Legal 11/2023	4054		609.00
100-1015-7686	RUTAN & TUCKER LLP	Mel Canyon Eminent Domain Legal 11/2023	4054		406.89
100-1015-7682	RUTAN & TUCKER LLP	Personnel Investigation Legal 11/2023	4054		153.00
100-1605-7733	THEODORE SIEGEL	SC 'Fantasia' Screening/Presentation	219387		150.00
100-1205-7787	MVP, LLC	Public Safety Lease	4048		13,664.83
100-1610-7618	MAINTEX INC	Building Maintenance Supplies	4045		5.18
100-1020-7716	DUARTE RECREATION PETTY ...	Santa Coming to Town Starbucks	219372		49.90
100-1605-7980	DUARTE RECREATION PETTY ...	Dept Lunch Meeting Parking	219372		11.00
100-1810-7611	DUARTE RECREATION PETTY ...	CPR Training Orange Juice	219372		21.98
100-1810-7611	DUARTE RECREATION PETTY ...	CPR Training Donuts	219372		38.00
100-2023	LAMBERTO FLORES	City Kitty Seperation	219373		100.00
100-2023	SUSIE PEREZ	City Kitty Hospital Stay	219380		75.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	4058		38.25
100-1605-7741	SCMAF-SAN GABRIEL VALLEY	Youth Sports SGV Awards & Installation	219385		35.00
100-1605-7741	SCMAF-SAN GABRIEL VALLEY	Youth Sports Volleyball Tournament	219385		405.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	4051		566.00
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	4037		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	4046		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	4035		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	4061		75.00
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	4055		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	4040		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	4043		75.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	4023		218.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	4041		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	4034		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	219366		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	4032		435.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	4059		435.00

Council Warrant Register By Account

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	4038		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	4025		566.00
100-1020-7711	PAUL D MCCULLOUGH JR	Deposit-Awards Dinner Food	219360		2,500.00
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 1/2024	219376		1,600.00
100-1825-7687	SAN GABRIEL VALLEY COUNCIL...	Regional Food Recovery Program 1/1/24 - 8/1/24	219383		22,535.00
100-1610-7652	MARCUS LEON BANKS SR	CC RR/Hallway Light Repair	219363		865.00
100-1610-7652	MARCUS LEON BANKS SR	City Hall Kitchen Exhaust Fan Repair	219363		2,135.00
100-1805-7610	KRISTEN PETERSEN	Municipal Finance Institute Training Reimbursement	4049		261.11
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4028		18.88
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4028		45.52
100-1605-7636	JAG ENDEAVORS LLC	Parks & Rec Polos	219375		242.27
100-1020-7716	JAG ENDEAVORS LLC	Tree Lighting Staff Beanie Embroidery	219375		464.70
100-2120	KORNELIUS WALUYO	ROP Bldg Rent Deposit Refund 12/16/2023	219391		150.00
100-2120	CLAUDIA AVILA	SC Rent Deposit Refund 12/23/2023	219362		500.00
100-1605-7733	FRANCISCO BURCIAGA	SC Holiday Brunch Caterer	219367		2,992.19
Fund 100 - GENERAL FUND Total:					658,854.15
Fund: 220 - GAS TAX FUN					
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research	4052		600.00
220-2127	WGJ ENTERPRISES INC	Retention	4064	202409/220-2127-Retention...	-2,841.49
220-2210-7812	WGJ ENTERPRISES INC	FY24 Striping and Marking Project	4064	202409/2210-7812-Traffic/Str...	52,189.80
220-2210-7812	WGJ ENTERPRISES INC	Change Order 1	4064	202409/2210-7812-Traffic/Str...	4,640.00
Fund 220 - GAS TAX FUN Total:					54,588.31
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 11/2023	219371		9,411.22
240-2426-7810	A1 MAINTENANCE SERVICES ...	Grocery Outlet Street Sweeping 12/2023	4019		784.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					10,195.22
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-7965	LDM ASSOCIATES INC	FY24 CDBG ADA Curb Ramps Installation 11/2023	4042	202413-Professional Svcs-ADA...	1,053.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,053.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2023	4044		11,916.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,916.67
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 12/01/23 - 12/31/2023	BD24-0751		685.42
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease/CA Tire Fee 12/01/23 - 12/31/2023	BD24-0751		609.86
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 12/01/23 - 12/31/2023	BD24-0751		428.96
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 11/13/2023 - 11/30/2023	BD24-0751		410.17
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 12/01/23 - 12/31/2023	BD24-0751		492.21
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 12/01/23 - 12/31/2023	BD24-0751		567.93
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					3,194.55

Council Warrant Register By Account

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	57th Installment of 3rd Bus 12/2023	4036		3,887.05
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	219389		434.96
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2023	4036		17,048.60
440-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2023	4036		-828.09
Fund 440 - PROPOSITION A TRANSIT FUND Total:					20,542.52
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	57th Installment of 3rd Bus 12/2023	4036		3,180.31
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	219389		326.21
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2023	4036		13,948.86
460-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2023	4036		-677.53
Fund 460 - PROPOSITION C TRANSIT FUND Total:					16,777.85
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleanout-East Area A- Western	219370		9,682.19
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					9,682.19
Grand Total:					786,804.46

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	658,854.15
220 - GAS TAX FUN	54,588.31
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	10,195.22
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	1,053.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,916.67
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,194.55
440 - PROPOSITION A TRANSIT FUND	20,542.52
460 - PROPOSITION C TRANSIT FUND	16,777.85
490 - MEASURE W (WATER/STORMWATER)	9,682.19
Grand Total:	786,804.46

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1015-7680	City Attorney Legal	8,606.18
100-1015-7682	Labor Counsel Legal	153.00
100-1015-7684	Code Enforcement Legal	14,321.49
100-1015-7686	Other Legal Services	2,594.14
100-1020-7710	Chamber Of Commerce	26,600.00
100-1020-7711	Employee Recognition C...	2,500.00
100-1020-7712	Community Information ...	9,391.00
100-1020-7713	Historical Museum Bldg...	186.00
100-1020-7716	Special Community Even...	2,001.71
100-1020-7720	DCTV	2,345.00
100-1205-7761	Parking Ticket Collect	1,364.59
100-1205-7781	Contract Law Enforceme...	442,977.02
100-1205-7782	Crossing Guard Contract...	9,692.10
100-1205-7787	Public Safety Cntr Lease	13,664.83
100-1405-7614	Office Supplies	116.74
100-1405-7690	Planning Commission	150.00
100-1405-7800	Building Department Ser...	16,380.00
100-1405-7801	Industrial Waste Inspect...	1,604.37
100-1405-7965	Professional Services	3,486.00
100-1405-7969	City Engineer	1,680.00
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	4,675.78
100-1605-7002	Regular Salaries	76.92
100-1605-7612	Publications and Dues	165.00
100-1605-7636	Uniforms	242.27
100-1605-7650	Vehicle Maintenance	1,061.88
100-1605-7733	Senior Center	3,142.19
100-1605-7735	Teen Center	198.12
100-1605-7736	Youth & Adult Recreatio...	3,662.40
100-1605-7741	Sports/Playground Progr...	440.00
100-1605-7750	Bus Rentals	2,027.40
100-1605-7756	Senior Recreation Classes	176.40
100-1605-7980	Other Expenses	11.00
100-1610-7616	Pool Supplies	2,562.99
100-1610-7618	Building Supplies	3,159.95
100-1610-7636	Uniforms	75.83
100-1610-7652	Building Maint Services	6,452.30

Account Summary

Account Number	Account Name	Payment Amount
100-1805-7610	Travel, Mtgs & Conf	261.11
100-1805-7653	Bank Charges	316.13
100-1810-7611	Training	59.98
100-1810-7660	Other Services	32.00
100-1810-7673	Physical Exams	146.00
100-1815-7820	Finance Software	12,366.50
100-1815-7965	Professional Services	12,500.00
100-1820-7771	Repair Of City Property	1,175.00
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7687	Waste Mgmt Services	22,850.00
100-1830-8100	Vehicle Replacement (C...	10,561.23
100-2023	EE City Kitty Contributio...	175.00
100-2120	Refundable Deposits	650.00
100-2121	Pass Through Deposits	5,009.60
100-4201	Building Permits	200.00
220-2127	Retention Payable	-2,841.49
220-2210-7812	Street Striping & Marking	56,829.80
220-2225-7965	Professional Services	600.00
240-2405-7890	Repairs-Traffic Signal	9,411.22
240-2426-7810	Street Sweeping	784.00
260-2605-7965	Professional Services	1,053.00
290-2905-7781	Contract Law Enforceme...	11,916.67
320-3205-8013	Vehicles (Capital)	3,194.55
440-4405-7814	Graffiti Removal	434.96
440-4405-7960	Foothill Transit Operatio...	17,048.60
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-828.09
460-4605-7814	Graffiti Removal	326.21
460-4605-7960	Foothill Tranist Operatio...	13,948.86
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-677.53
490-4905-7980	Other Expenses	9,682.19
Grand Total:		786,804.46

Project Account Summary

Project Account Key	Payment Amount
None	722,151.05
202118-ATP Cycle 4-Professional Svcs	3,427.50
202409/220-2127-Retention-FY24 Traffic Striping	-2,841.49
202409/2210-7812-Traffic/Street Striping FY23-24	56,829.80
202413-Professional Svcs-ADA Curb Ramps	1,053.00
202417-dep-Westminister Garden Specific Plan & EIR	5,009.60
DMGE090-12-17-23-Metal Fence/Plumbing1850 E Duarte	1,175.00
Grand Total:	786,804.46



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6393 - 360 MARITAL ARTS ACADEMY INC					
100-1605-7736	360 MARITAL ARTS ACADEMY ...	Instructor Fee-Karate Fall 2023 2023 Fall (4:00/4:45/5:30PM)			1,646.40
100-1605-7736	360 MARITAL ARTS ACADEMY ...	Instructor Fee-Karate Summer 21 2022 (5PM)			2,016.00
Vendor 6393 - 360 MARITAL ARTS ACADEMY INC Total:					3,662.40
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 12/2023	205726		61.00
100-1410-7810	A1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 12/2023	205727		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Women's RR Supply Vent Repair	20492604		1,217.53
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					1,217.53
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	City Yard HVAC Maintenance	440000		136.00
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Maintenance	440001		136.00
100-1020-7713	AIR-TRO INC	Museum HVAC Maintenance	440002		186.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Maintenance	440003		368.00
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Diagnostic Test	440156		296.00
Vendor 2061 - AIR-TRO INC Total:					1,122.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	CH Kitchen Plumbing Repairs	681924		645.00
100-1820-7771	ALBERTOS PLUMBING	City Yard Backflow Repair (Accident 12/17/23)	681925	DMGE090-12-17-23-Metal Fe...	1,175.00
Vendor 5561 - ALBERTOS PLUMBING Total:					1,820.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 10/29/2023 - 11/11/2023	89221		6,231.78
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 11/12/2023 - 11/25/2023	89587		3,460.32
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					9,692.10
Vendor: T4769 - BETTER EARTH ELECTRIC INC					
100-4201	BETTER EARTH ELECTRIC INC	Solar Permit (Pmt #2023-216) Refund	R99371		200.00
Vendor T4769 - BETTER EARTH ELECTRIC INC Total:					200.00
Vendor: 6469 - BRIAN QUANDT					
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	12/18/2023		50.00
Vendor 6469 - BRIAN QUANDT Total:					50.00
Vendor: 1563 - CALIFORNIA PARK & RECREATION SOCIETY					
100-1605-7612	CALIFORNIA PARK & RECREAT...	Manuel Enriquez Membership 2/1/2024 - 1/31/2025	128909-110723		165.00
Vendor 1563 - CALIFORNIA PARK & RECREATION SOCIETY Total:					165.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTM...	Fingerprint Apps 11/2023	698689		32.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					32.00

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	1/2024		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	1/2024		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Svcs 11/2023	66647		16,380.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					16,380.00
Vendor: 6381 - CHRISTOPHER H CHUC					
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Latin Dance	111		176.40
Vendor 6381 - CHRISTOPHER H CHUC Total:					176.40
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4176715557		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4176715557		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4177317259		31.26
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4177317259		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4178158283		18.88
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4178158283		45.52
Vendor 5140 - CINTAS CORPORATION #693 Total:					139.97
Vendor: 6483 - CIVICA LAW GROUP, APC					
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 11/2023	11515		7,515.59
100-1015-7684	CIVICA LAW GROUP, APC	1307 Bloomdale Legal 11/2023	11516		805.90
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 11/2023	11519		6,000.00
Vendor 6483 - CIVICA LAW GROUP, APC Total:					14,321.49
Vendor: T4770 - CLAUDIA AVILA					
100-2120	CLAUDIA AVILA	SC Rent Deposit Refund 12/23/2023	R101903		500.00
Vendor T4770 - CLAUDIA AVILA Total:					500.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 11/2023	23121103220		1,604.37
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,604.37
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	CC Cabinet Locks	25370		435.63
Vendor 5025 - DARRELL RAY CARROLL Total:					435.63
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Parking Citation Processing 11/2023	159404		1,199.92
100-1205-7761	DATA TICKET INC	Admin Citation Processing 11/2023	159799		164.67
Vendor 5501 - DATA TICKET INC Total:					1,364.59
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1020-7710	DUARTE CHAMBER OF COMM...	FY24 2nd Installment Agreement Svcs	12062023		25,000.00
Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:					25,000.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY ...	Santa Coming to Town Starbucks	12202023		49.90
100-1605-7980	DUARTE RECREATION PETTY ...	Dept Lunch Meeting Parking	12202023		11.00
100-1810-7611	DUARTE RECREATION PETTY ...	CPR Training Donuts	12202023		38.00
100-1810-7611	DUARTE RECREATION PETTY ...	CPR Training Orange Juice	12202023		21.98
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					120.88

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	1/2024		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 25 Maint Fees 11/13/2023 - 11/30/2023	FBN4907949		34.45
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Tax on Gain on Prior	FBN4907949		192.19
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle #33,34,24,31,25 Maint Fees 12/2023	FBN4907949		235.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		578.99
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		1,086.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		782.73
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Tax on Gain on Prior	FBN4907949		755.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		720.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		702.14
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 12/01/23 - 12/31/2023	FBN4907949		556.00
Vendor 6189 - ENTERPRISE FM TRUST Total:					10,561.23
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2023	104373		154.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					154.00
Vendor: 6389 - FRANCISCO BURCIAGA					
100-1605-7733	FRANCISCO BURCIAGA	SC Holiday Brunch Caterer	3214		2,992.19
Vendor 6389 - FRANCISCO BURCIAGA Total:					2,992.19
Vendor: 6210 - HUNTINGTON TIRE & AUTO CENTER INC					
100-1605-7650	HUNTINGTON TIRE & AUTO C...	Vehicle #31 Tires	58652		873.75
Vendor 6210 - HUNTINGTON TIRE & AUTO CENTER INC Total:					873.75
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
100-1605-7750	INLAND EMPIRE STAGES LTD	Excursion Transportation- Mission Inn 12/6/2023	60414		2,027.40
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					2,027.40

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	1/2024		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7636	JAG ENDEAVORS LLC	Parks & Rec Polos	1474		242.27
100-1020-7716	JAG ENDEAVORS LLC	Tree Lighting Staff Beanie Embroidery	1475		464.70
Vendor 6031 - JAG ENDEAVORS LLC Total:					706.97
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	1/2024		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 6204 - JODY ERRANDI SCHULZ					
100-1005-7644	JODY ERRANDI SCHULZ	Council Vehicle Allowance	1/2024		75.00
Vendor 6204 - JODY ERRANDI SCHULZ Total:					75.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	1/2024		435.00
Vendor 0086 - JOHN FASANA Total:					435.00
Vendor: T4771 - KORNELIUS WALUYO					
100-2120	KORNELIUS WALUYO	ROP Bldg Rent Deposit Refund 12/16/2023	R101754		150.00
Vendor T4771 - KORNELIUS WALUYO Total:					150.00
Vendor: 1592 - KRISTEN PETERSEN					
100-1805-7610	KRISTEN PETERSEN	Municipal Finance Institute Training Reimbursement	12/13/23-12/15/23		261.11
Vendor 1592 - KRISTEN PETERSEN Total:					261.11
Vendor: 5471 - LAMBERTO FLORES					
100-2023	LAMBERTO FLORES	City Kitty Seperation	12202023		100.00
Vendor 5471 - LAMBERTO FLORES Total:					100.00
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY24 Federal Grant Administration 11/2023	8047		58.50
Vendor 5438 - LDM ASSOCIATES INC Total:					58.50
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	1/2024		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 6551 - LINDA R SUSANA BEATTIE					
100-1020-7716	LINDA R SUSANA BEATTIE	Holiday Tree Lighiting Gingerbread Man Treats	556376		500.00
Vendor 6551 - LINDA R SUSANA BEATTIE Total:					500.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2023	241389EC		442,977.02
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					442,977.02
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 1/2024	1735-huntplaz-0124		1,600.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,600.00
Vendor: 5355 - LUZ YESENIA PAEZ					
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	12/18/2023		50.00
Vendor 5355 - LUZ YESENIA PAEZ Total:					50.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Building Maintenance Supplies	1067344-00		462.60
100-1610-7618	MAINTEX INC	Building Maintenance Supplies	1067344-01		5.18
Vendor 5868 - MAINTEX INC Total:					467.78

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	CC RR/Hallway Light Repair	000112		865.00
100-1610-7652	MARCUS LEON BANKS SR	City Hall Kitchen Exhaust Fan Repair	000113		2,135.00
Vendor 5981 - MARCUS LEON BANKS SR Total:					3,000.00
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	1/2024		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT HelpDesk 12/2023	13708		12,500.00
Vendor 4286 - MAXTREME INC Total:					12,500.00
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	1/2024		435.00
Vendor 1042 - MICHAEL TARR Total:					435.00
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens Specific Plan 10/1/23-11/30/23	0084005	202417-dep-Westminister Ga...	5,009.60
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					5,009.60
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	1/2024		13,664.83
Vendor 2461 - MVP, LLC Total:					13,664.83
Vendor: 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA					
100-1810-7673	OCCUPATIONAL HEALTH CEN...	Drug/Alcohol Test 12/04/2023	81418879		146.00
Vendor 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA Total:					146.00
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	1/2024		76.92
Vendor 1197 - PAMELA ROMERO Total:					76.92
Vendor: 6334 - PAUL D MCCULLOUGH JR					
100-1020-7711	PAUL D MCCULLOUGH JR	Deposit-Awards Dinner Food	1/26/2024D		2,500.00
Vendor 6334 - PAUL D MCCULLOUGH JR Total:					2,500.00
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	On-Call Consulting Services 11/2023	123074		315.00
Vendor 6372 - R3 CONSULTING GROUP Total:					315.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 11/2023	34290		80.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 11/2023	34291		400.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2023	34292		1,200.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 11/2023	34293	202118-ATP Cycle 4-Professio...	3,427.50
Vendor 0904 - RKA CONSULTING GROUP Total:					5,107.50
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 11/2023	980610		8,606.18
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 11/2023	980611		1,578.25
100-1015-7686	RUTAN & TUCKER LLP	Highland Ave Eminent Domain Legal 11/2023	980612		609.00
100-1015-7686	RUTAN & TUCKER LLP	Mel Canyon Eminent Domain Legal 11/2023	980613		406.89
100-1015-7682	RUTAN & TUCKER LLP	Personnel Investigation Legal 11/2023	980614		153.00
Vendor 0196 - RUTAN & TUCKER LLP Total:					11,353.32

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	1/2024		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 6453 - SAN DIMAS GRAIN					
100-1020-7716	SAN DIMAS GRAIN	Holiday in the Park 2023 Hay Bales	A5GY7TMFSDZC		775.00
Vendor 6453 - SAN DIMAS GRAIN Total:					775.00
Vendor: 2699 - SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS					
100-1825-7687	SAN GABRIEL VALLEY COUNCIL..	Regional Food Recovery Program 1/1/24 - 8/1/24	RFR-24-04		22,535.00
Vendor 2699 - SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS Total:					22,535.00
Vendor: 4545 - SANTA ANITA FAMILY YMCA					
100-1610-7616	SANTA ANITA FAMILY YMCA	Y Pool Usage During Pool Closure Oct/Nov 2023	12152023		2,562.99
Vendor 4545 - SANTA ANITA FAMILY YMCA Total:					2,562.99
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-1605-7741	SCMAF-SAN GABRIEL VALLEY	Youth Sports SGV Awards & Installation	AI23DUARTE		35.00
100-1605-7741	SCMAF-SAN GABRIEL VALLEY	Youth Sports Volleyball Tournament	VB23DUARTE		405.00
Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:					440.00
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	December 2023 Courier Pick-up	23120630		316.13
Vendor 6277 - SECTRAN SECURITY INC Total:					316.13
Vendor: 0202 - SHAFFER AWARDS					
100-1605-7735	SHAFFER AWARDS	TC Duarte Wild Stylez Awards	7691		198.12
Vendor 0202 - SHAFFER AWARDS Total:					198.12
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies (Trash Bags)	050345		1,293.68
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maint Supplies (Recyled Paper Products)	050507		970.96
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					2,264.64
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1020-7716	SIMON EQUIPMENT RENTALS	Generator Rental (Santa Drive)	157790		212.11
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					212.11
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3555055088		78.49
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3555197080		38.25
Vendor 2688 - STAPLES ADVANTAGE Total:					116.74
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	1/2024		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	17964		4,675.78
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					4,675.78
Vendor: 4920 - SUSIE PEREZ					
100-2023	SUSIE PEREZ	City Kitty Hospital Stay	12202023		75.00
Vendor 4920 - SUSIE PEREZ Total:					75.00
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	1/2024		75.00
Vendor 6457 - TERA MARTIN DEL CAMPO Total:					75.00

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	01/2024		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Fantasia' Screening/Presentation	1/18/2024		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	1/2024		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Communication & Social Media Mgmt 12/2023	11395		9,391.00
100-1020-7720	TRIEPEI SMITH & ASSOCIATES	PEG Channel Management Services 12/2023	11396		2,345.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					11,736.00
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/01/2024 - 3/31/2024	025-448134		12,366.50
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					12,366.50
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	1/2024		75.00
Vendor 6196 - VINH TRUONG Total:					75.00
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	12/18/2023		50.00
Vendor 5835 - WALLACE WOLFF Total:					50.00
Vendor: 6113 - WARDS SERVICE					
100-1605-7650	WARDS SERVICE	Vehicle #16 Service & Smog Test	93718		188.13
Vendor 6113 - WARDS SERVICE Total:					188.13
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	82175661		427.53
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					427.53
Fund 100 - GENERAL FUND Total:					658,854.15
Fund: 220 - GAS TAX FUN					
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research	34294		600.00
Vendor 0904 - RKA CONSULTING GROUP Total:					600.00
Vendor: 5887 - WGJ ENTERPRISES INC					
220-2127	WGJ ENTERPRISES INC	Retention	1/FINAL	202409/220-2127-Retention-...	-2,841.49
220-2210-7812	WGJ ENTERPRISES INC	Change Order 1	1/FINAL	202409/2210-7812-Traffic/Str...	4,640.00
220-2210-7812	WGJ ENTERPRISES INC	FY24 Striping and Marking Project	1/FINAL	202409/2210-7812-Traffic/Str...	52,189.80
Vendor 5887 - WGJ ENTERPRISES INC Total:					53,988.31
Fund 220 - GAS TAX FUN Total:					54,588.31
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES ...	Grocery Outlet Street Sweeping 12/2023	205725		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 11/2023	23121103583		9,411.22
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					9,411.22
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					10,195.22
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	FY24 CDBG ADA Curb Ramps Installation 11/2023	8048	202413-Professional Svcs-ADA...	1,053.00
Vendor 5438 - LDM ASSOCIATES INC Total:					1,053.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,053.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2023	241389EC		11,916.67
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,916.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,916.67
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease/CA Tire Fee 12/01/23 - 12/31/2023	FBN4907949		609.86
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 12/01/23 - 12/31/2023	FBN4907949		567.93
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 12/01/23 - 12/31/2023	FBN4907949		492.21
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 12/01/23 - 12/31/2023	FBN4907949		685.42
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 12/01/23 - 12/31/2023	FBN4907949		428.96
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 11/13/2023 - 11/30/2023	FBN4907949		410.17
Vendor 6189 - ENTERPRISE FM TRUST Total:					3,194.55
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					3,194.55
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	57th Installment of 3rd Bus 12/2023	SI009940		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2023	SI009942		17,048.60
440-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2023	SI009942		-828.09
Vendor 3192 - FOOTHILL TRANSIT Total:					20,107.56
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	17964		434.96
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					434.96
Fund 440 - PROPOSITION A TRANSIT FUND Total:					20,542.52
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	57th Installment of 3rd Bus 12/2023	SI009940		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2023	SI009942		13,948.86
460-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2023	SI009942		-677.53
Vendor 3192 - FOOTHILL TRANSIT Total:					16,451.64
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2023	17964		326.21
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					326.21
Fund 460 - PROPOSITION C TRANSIT FUND Total:					16,777.85

Council Warrant Register By Vendor

Payment Dates: 12/28/2023 - 1/10/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
490-4905-7980	COUNTY OF LOS ANGELES DE...	FY23 Catch Basin Cleanout-East Area A- Western	SA240000219		9,682.19
Vendor 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					9,682.19
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					9,682.19
Grand Total:					786,804.46

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	658,854.15
220 - GAS TAX FUN	54,588.31
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	10,195.22
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	1,053.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,916.67
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,194.55
440 - PROPOSITION A TRANSIT FUND	20,542.52
460 - PROPOSITION C TRANSIT FUND	16,777.85
490 - MEASURE W (WATER/STORMWATER)	9,682.19
Grand Total:	786,804.46

Account Summary

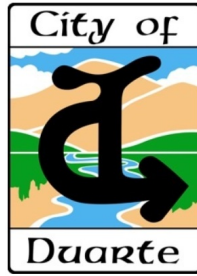
Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7644	Travel & Exp - Schulz	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1015-7680	City Attorney Legal	8,606.18
100-1015-7682	Labor Counsel Legal	153.00
100-1015-7684	Code Enforcement Legal	14,321.49
100-1015-7686	Other Legal Services	2,594.14
100-1020-7710	Chamber Of Commerce	26,600.00
100-1020-7711	Employee Recognition C...	2,500.00
100-1020-7712	Community Information ...	9,391.00
100-1020-7713	Historical Museum Bldg...	186.00
100-1020-7716	Special Community Even...	2,001.71
100-1020-7720	DCTV	2,345.00
100-1205-7761	Parking Ticket Collect	1,364.59
100-1205-7781	Contract Law Enforceme...	442,977.02
100-1205-7782	Crossing Guard Contract...	9,692.10
100-1205-7787	Public Safety Cntr Lease	13,664.83
100-1405-7614	Office Supplies	116.74
100-1405-7690	Planning Commission	150.00
100-1405-7800	Building Department Ser...	16,380.00
100-1405-7801	Industrial Waste Inspect...	1,604.37
100-1405-7965	Professional Services	3,486.00
100-1405-7969	City Engineer	1,680.00
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	4,675.78
100-1605-7002	Regular Salaries	76.92
100-1605-7612	Publications and Dues	165.00
100-1605-7636	Uniforms	242.27
100-1605-7650	Vehicle Maintenance	1,061.88
100-1605-7733	Senior Center	3,142.19
100-1605-7735	Teen Center	198.12
100-1605-7736	Youth & Adult Recreatio...	3,662.40
100-1605-7741	Sports/Playground Progr...	440.00
100-1605-7750	Bus Rentals	2,027.40
100-1605-7756	Senior Recreation Classes	176.40
100-1605-7980	Other Expenses	11.00
100-1610-7616	Pool Supplies	2,562.99
100-1610-7618	Building Supplies	3,159.95
100-1610-7636	Uniforms	75.83
100-1610-7652	Building Maint Services	6,452.30

Account Summary

Account Number	Account Name	Payment Amount
100-1805-7610	Travel, Mtgs & Conf	261.11
100-1805-7653	Bank Charges	316.13
100-1810-7611	Training	59.98
100-1810-7660	Other Services	32.00
100-1810-7673	Physical Exams	146.00
100-1815-7820	Finance Software	12,366.50
100-1815-7965	Professional Services	12,500.00
100-1820-7771	Repair Of City Property	1,175.00
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7687	Waste Mgmt Services	22,850.00
100-1830-8100	Vehicle Replacement (C...	10,561.23
100-2023	EE City Kitty Contributio...	175.00
100-2120	Refundable Deposits	650.00
100-2121	Pass Through Deposits	5,009.60
100-4201	Building Permits	200.00
220-2127	Retention Payable	-2,841.49
220-2210-7812	Street Striping & Marking	56,829.80
220-2225-7965	Professional Services	600.00
240-2405-7890	Repairs-Traffic Signal	9,411.22
240-2426-7810	Street Sweeping	784.00
260-2605-7965	Professional Services	1,053.00
290-2905-7781	Contract Law Enforceme...	11,916.67
320-3205-8013	Vehicles (Capital)	3,194.55
440-4405-7814	Graffiti Removal	434.96
440-4405-7960	Foothill Transit Operatio...	17,048.60
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-828.09
460-4605-7814	Graffiti Removal	326.21
460-4605-7960	Foothill Tranist Operatio...	13,948.86
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-677.53
490-4905-7980	Other Expenses	9,682.19
Grand Total:		786,804.46

Project Account Summary

Project Account Key	Payment Amount
None	722,151.05
202118-ATP Cycle 4-Professional Svcs	3,427.50
202409/220-2127-Retention-FY24 Traffic Striping	-2,841.49
202409/2210-7812-Traffic/Street Striping FY23-24	56,829.80
202413-Professional Svcs-ADA Curb Ramps	1,053.00
202417-dep-Westminister Garden Specific Plan & EIR	5,009.60
DMGE090-12-17-23-Metal Fence/Plumbing1850 E Duarte	1,175.00
Grand Total:	786,804.46



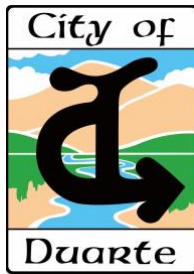
ITEM: 7.E

Receive and File the Community Development Department Update

Recommended Action:

Attachments:

[7E - Community Development Department Update.pdf](#)



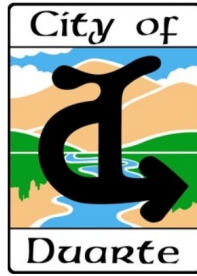
COMMUNITY DEVELOPMENT STATUS REPORT January 2024

PROJECT/PROGRAM		STATUS
<u>IN PROCESS</u>		
BP Charging Station	At its December meeting, the Planning Commission approved a new EV charging station on the property at the northeast corner of Huntington Drive and Bradbourne. This is a new style of charging station that includes several charging spaces and a lounge area for customers that are waiting for their vehicles to charge.	
Jersey Mikes	Jersey Mikes recently pulled permits for a new store in The Huntington, adjacent to the Domino's space. This will fill up the main commercial space in that mixed use project and leave only the live work space available.	
Safe Routes to Schools Study	Staff is working with SCAG on a Safe Route to Schools Study. KOA, a traffic engineering firm is doing this study for SCAG. This is a grant based study and is being done at no cost to the City. The consultant has started the public outreach and is in the process of holding several meetings at various school sites to generate information. Final plan delivery to Council is planned for February 2024. This project by SCAG is only to develop a plan. There is no funding included for capital improvements. If the plan is approved, desired capital projects can be added to the CIP.	
Recreation Trail Upgrades	Duarte was awarded a \$1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. We are still waiting to receive the funds as the State manages the process for how funds will be distributed, a process that typically takes several months. In the next few months, Staff is working on finalizing paving details, looking to hire a landscape consultant to coordinate a final bid set for Parks & Recreation Commission and City Council review. The current schedule is for project bid in June 2024.	
Andres Duarte School	This project is the development of the Andres Duarte School site with a residential development. The School District has selected a developer and is working on the final details of the agreement. The selected team is a partnership of: Adept Development, MW Investments Group and SGV Property Fund.	

PROJECT/PROGRAM	STATUS
	The Andres Duarte school site property is about 13 acres. The preliminary plan, acted on by DUSD, includes 173 units and preserves a portion of Otis Gordon Park. But there is no guarantee to this build out. The property has a general plan and zoning of Public Facilities so any development of the property will require City Council approval. Staff met with the Developer team and explained the City process. This project will require an EIR, so in the coming weeks, that selection process will be progressing. Staff will bring the EIR consultant selection item for Council Action in January or February. As the process progresses, Staff will keep the Council informed.
Solana at Duarte Station 1750 Fasana Road	MBK is building Solana, a 292-unit apartment. This building will also be the location of the “Duarte Station” sign that will be an icon, located on the roof of the building. The revised completion date is 2025.
San Gabriel Valley Regional Housing Trust	Staff is working with the San Gabriel Valley COG and the San Gabriel Valley Regional Housing Trust on a possible subsidized housing development in the City. The idea would be to develop one of the affordable housing sites listed in the most recent Housing Element with first priority being the City-owned property at 2400 Huntington and properties to the east. SCVGOG and SGVRHT have access to funding that assists in generating interest from developers.
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking into a parking structure and construct workforce housing along Fasana Road at Highland Avenue. Metro is in the final stages of developer selection. Over the next few months, they will be developing the sale agreement. There is currently no schedule for development.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Owners have shown positive interest. Staff is working, mostly with the new owners, to develop options for moving forward. Property owners are cooperating with the City on Code Enforcement issues. The City has hired an Architect and Engineer to develop a detailed concept plan for façade and parking lot upgrades to the center.

PROJECT/PROGRAM	STATUS
Highland Promenade	This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway. Staff is negotiating with the property owner for the additional right of way. This has been one of the major hold up issues on the project, but recently progress has been made. Staff discussed the right of way issue with Metro for its piece recently and the details will be resolved when the site development moves forward. After agreements for right of way are resolved, the City will need to hire the Engineer to complete working drawings. The projected construction date is Fall 2024; however, the portion adjacent to the Metro parking lot may be constructed with the development on that property.
Evergreen Pedestrian Improvements	This project includes pedestrian sidewalk and lighting along the north side of Evergreen Street and a widening of the sidewalk on the west side of Highland Avenue under the 210 freeway underpass. This project is funded through an ATP cycle 4 grant. The contract has been awarded and construction should start in January 2024. A 6-8 month construction period is typical.
<u>DEVELOPMENT</u>	
Wyndham Hawthorn Suites Hotel (1230 Huntington Drive)	This is a two-phase project with a total of 178 rooms with 72 in the first phase. The first plan check was returned to the Architect in early May 2022. The second plan check was resubmitted for review in March 2023. Several clarifications and minor revisions were needed. The third plan check has been completed. There are a few minor revisions required but plans are nearing completion. Staff will continue to monitor and encourage progress.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: Duarte Outpatient Clinic (DOC) is ready for permits. It is an 8 story, 350,000 square foot building- The City of Hope parking structure has won a couple of prestigious awards: National Parking Association (NPA) Innovative Sustainability Project of the Year 2022 and the IPMI Award of Excellence -Architectural Design.
Westminster Gardens	Human Good, the owner, plans for a major campus expansion and has recently filed an application. The City hired MIG to assist in the preparation of the specific plan amendment and EIR. The request is for this expansion to accommodate up to 600 total units; this includes assisted living and memory care units, and mixed use. This project will take 12+ months, but

PROJECT/PROGRAM		STATUS
		Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.
928 Huntington Dr.		The old commercial building, apartments and billboard have been demolished and permits are ready to be issued. A 16 unit apartment development has been approved for the property.
<u>PUBLIC WORKS</u>		
Encanto Park Infiltration Project		In feasibility and early design phase. Initial plan is to locate structure in the park area under the soccer field . Now that the JPA has been formed to manage construction and maintenance, the project can move forward. The design is at 60% now and the JPA will be working on developing a budget. When a final budget estimate is completed and the plans are at 90% completion or more, City Staff and the JPA will provide City Council an update and City Staff and the JPA will start public outreach.
Annual Concrete Repair		A contract awarded at the October 10 meeting to Ruiz Concrete and Paving, Inc. Typically, the annual project is completed in approximately two months.
Annual Pavement Repair		The 2023-2024 project is currently in preliminary design.
Annual Street Project		The 2023-2024 street project is planned for winter/spring 2024. An award of design contract was approved at the September 26 meeting.



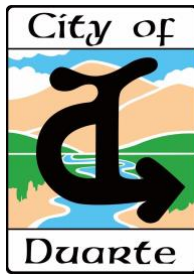
ITEM: 7.F

Receive and File the Parks and Recreation Department Update

Recommended Action:

Attachments:

[7F - Parks and Recreation Department Update.pdf](#)



PARKS AND RECREATION STATUS REPORT January 2024

PROJECT/PROGRAM		STATUS
<u>YOUTH AND SENIOR PROGRAMS</u>		
Winter Recreation Classes	There’s still time to register for a recreational class this winter! To register for a class or view the full list of this season’s recreational offerings, visit ACCESSDUARTE.COM and then click on “Parks & Recreation/Pool” icon at the top of the webpage and then “Recreation Guide.”	
<u>SPECIAL EVENTS</u>		
Martin Luther King, Jr. Celebration Event	The Department is pleased to announce it will hold its 22 nd Annual Martin Luther King, Jr. Celebration Event on Thursday, January 11, in Duarte Performing Arts Center, in collaboration with the Duarte Unified School District. The event will begin at 10 AM and include a special guest speaker, performances, and the announcement of this year’s MLK Essay Contest winners. For more information, please contact the Duarte Teen Center at (626) 303-0863.	
Lunar New Year Celebration	Celebrate Lunar New Year with the City of Duarte! On February 3, from 11 AM to 2 PM, bring your family and friends to the Civic Center Courtyard – 1600 Huntington Drive, for this multicultural celebration. This new event will include dragon and lion dancers, live performances, delicious food, kid-friendly arts and crafts, and festive décor. For more information, visit ACCESSDUARTE.COM.	
Family Sweetheart Dance	On Saturday, February 10, spend the afternoon dancing with your little sweetheart. All youth, ages 3 – 11, and their parent/guardian registered for this event will enjoy music, dancing, crafts, light refreshments, and a special photo booth. This event will be hosted in the Community Center from 3 – 5 PM and resident registration is \$15 for a parent/guardian and one child. Each additional child is \$5. To register, visit ACCESSDUARTE.COM.	
<u>CAPITAL IMPROVEMENT PROJECTS</u>		
Update on Fitness Center Pool Deck Repairs	Back on November 14, 2023, the City Council awarded the Pool Deck Repair Project to Slater Waterproofing, Inc. to remove the existing fatigued deck and apply a new West Coat Texture-Crete system. And although we’ve recently experienced some inclement weather, to date, the project is still on track to be completed by the first full week in February.	



ITEM: 7.G

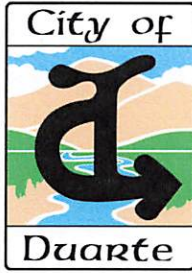
Notice of Completion: Fiscal Year 2023-24 Citywide Concrete Repair Project No. 24-1 for Ruiz Concrete and Paving, Inc.

Recommended Action:

It is recommended that the City Council accept the project as complete in the amount of \$112,929.40

Attachments:

[7G - NOC - Citywide Concrete Repair.pdf](#)



Agenda Item:	76
CM Review:	85
Fiscal Review:	JP

AGENDA REPORT

MEETING DATE: January 9, 2024

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Brian Chau, Assistant Civil Engineer

SUBJECT: Notice of Completion: Fiscal Year 2023-24 Citywide Concrete Repair Project No. 24-1 for Ruiz Concrete and Paving, Inc.

RECOMMENDATION: It is recommended that the City Council accept the project as complete in the amount of \$112,929.40

FISCAL IMPACT: The Fiscal Year 2023-24 Citywide Concrete Repair Project was included in the 2023-24 Annual Budget and was funded by Measure R allocations. City Council approved the contract for \$114,090.00. The final project cost was \$112,929.40

BACKGROUND

On October 10, 2023, City Council awarded the contract for Fiscal Year 2023-24 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc. The project consisted of the removal and replacement of damaged or broken and off-grade concrete sidewalks, curb, gutters, driveway approaches, and curb ramps.

Work completed was located in the following streets:

Las Lomas Rd
Huntington Dr
Buena Vista St
Deerlane Dr
Greenbank Ave
Elmhurst Ave
Citrus View Ave
Cedarwood Ave

Sunnydale Dr
Highland Ave
Encanto Parkway
Mt. Olive Dr
Bradbourne Ave
Santo Domingo Ave
Mountain Ave
Crestfield Dr

FISCAL IMPACT

The Fiscal Year 2023-24 Citywide Concrete Repair Project was included in the 2023-24 Annual Budget and was funded by Measure R allocations. City Council approved the contract for \$114,090.00. The final project cost was \$112,929.40.

RECOMMENDATION

It is recommended that the City Council accept the project as complete in the amount of \$112,929.40.

ATTACHMENTS

Attachment A. Before and After Photos

Attachment B. Notice of Completion

ATTACHMENT "A"

BEFORE



AFTER



ATTACHMENT “B”
(Please see next page)

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

**CITY CLERK
CITY OF DUARTE
1600 Huntington Dr.
Duarte, CA 91010**

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee Interest.**
5. A work of improvement on the property hereinafter described was COMPLETED on **Tuesday, December 12, 2023**
6. The work of improvement completed is described as follows: **FY 23-24 Citywide Concrete Repair Project**
7. The name of the original contractor, if any, for such work of improvement is: **Ruiz Concrete and Paving, Inc**
8. The street address of said property is: **Las Lomas Rd, Huntington Dr, Buena Vista St, Deerlane Dr, Greenbank Ave, Elmhurst Ave, Citrus View Ave, Cedarwood Ave, Sunnysdale Dr, Highland Ave, Encanto Parkway, Mt Olive Dr, Bradbourne Ave, Santo Domingo Ave, Mountain Ave, and Crestfield Dr.**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **The project scope included removal and replacement of damaged or broken and off-grade concrete sidewalks, curb, gutters, driveway approaches, curb ramps.**

CITY OF DUARTE

January 09, 2024

Signature of Owner or agent: **Brian Villalobos, City Manager**

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **City Manager of the City of Duarte** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

January 09, 2024 at Duarte, California

Brian Villalobos, City Manager



ITEM: 7.H

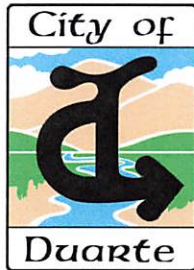
Notice of Completion: Fiscal Year 2023-24 Citywide Striping and Marking Project No. 24-2 for WGJ Enterprises, Inc. dba PCI

Recommended Action:

It is recommended that the City Council accept the project as complete in the amount of \$56,829.80.

Attachments:

[7H - NOC - Citywide Striping and Marking.pdf](#)



Agenda Item: 7H
CM Review: 8cv
Fiscal Review: JP

AGENDA REPORT

MEETING DATE: January 9, 2024

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Marvin Carpio, Assistant Civil Engineer

SUBJECT: Notice of Completion: Fiscal Year 2023-24 Citywide Striping and Marking Project No. 24-2 for WGJ Enterprises, Inc. dba PCI

RECOMMENDATION: It is recommended that the City Council accept the project as complete in the amount of \$56,829.80

FISCAL IMPACT: The Fiscal Year 2023-24 Citywide Striping and Marking Project was included in the 2023-24 Annual Budget and was funded by the Gas Tax allocations. City Council approved the contract for \$53,367.05. The final project cost was \$56,829.80 which is within the approved estimated ten percent (10%) contingency

BACKGROUND

On September 26, 2023, City Council awarded the contract for Fiscal Year 2023-24 Citywide Striping and Marking Project to WGJ Enterprises, Inc. dba PCI. On December 4, 2023, the contractor began work for this project.

The project consisted of removal of faded and outdated striping and pavement markings such as centerline, lane lines, and legends (STOP, crosswalks, railroad crossings, turn arrows, etc.) at the following locations:

Royal Oaks Dr. from Western City Limit to Miltonwood Ave.

Huntington Dr. from Las Lomas Rd to Encanto Pkwy.

Las Lomas Rd. from Maynard Dr. to Huntington Dr.

Three Ranch Rd. from Cinco Robles Dr. to Brycedale Ave.

Hacienda Dr. from Santa Barbara Cir. to San Pablo Way

Buena Vista St. / Three Ranch Rd.

Buena Vista St / Kellwil Way

Kellwil Way / Earlington Ave
Royal Oaks Dr / Buena Vista St
Greenbank Ave / Deerlane Dr
Royal Oaks Dr / Highland Ave
Teen Center Parking Lot
Speed Tables on Fernley Dr
Duarte Rd. at Highland Ave.
Las Lomas Rd / Maynard Dr

FISCAL IMPACT

The Fiscal Year 2023-24 Citywide Striping and Marking Project was included in the 2023-24 Annual Budget and was funded by the Gas Tax allocations. City Council approved the contract for \$53,367.05. The final project cost was \$56,829.80 which is within the approved estimated ten percent (10%) contingency.

RECOMMENDATION

It is recommended that the City Council accept the project as complete in the amount of \$56,829.80.

ATTACHMENTS

Attachment A. Before and After Example Photos
Attachment B. Notice of Completion

ATTACHMENT "A"

BEFORE



AFTER



ATTACHMENT “B”
(Please see next page)

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

**CITY CLERK
CITY OF DUARTE
1600 Huntington Dr.
Duarte, CA 91010**

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee Interest.**
5. A work of improvement on the property hereinafter described was COMPLETED on **Monday, Dec 18, 2023**
6. The work of improvement completed is described as follows: **FY 23-24 Citywide Striping and Marking Project**
7. The name of the original contractor, if any, for such work of improvement is: **WGJ Enterprises, Inc. dba PCI.**
8. The street address of said property is: **Intersection at Huntington Dr / Encanto Pkwy and Las Lomas Rd, Royal Oaks Dr. / Buena Vista St and Highland Ave, Kellwil Way / Buena Vista St and Earlington Ave, Duarte Rd / Highland Ave, Maynard Ave / Las Lomas Rd; Segments on Royal Oaks Dr from Western City Limit to Miltonwood Ave, Huntington Ave from Encanto Pkwy to Las Lomas Rd and Las Lomas Rd from Maynard Ave to Huntington Dr.**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **The scope of work for Citywide Striping and Marking Project consists of the removal of existing traffic control devices and installation of new thermoplastic pavement striping, crosswalks, markings and legends. This work also included the restriping of the Teen Center parking area.**

CITY OF DUARTE

January 9, 2024

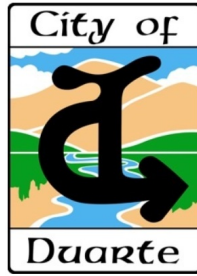
Signature of Owner or agent: **Brian Villalobos, City Manager**

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **City Manager of the City of Duarte** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

January 9, 2024 at Duarte, California

Brian Villalobos, City Manager



ITEM: 10.A

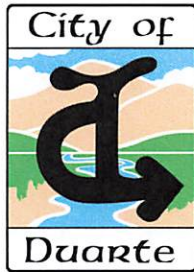
Job Description and Salary Schedule for Payroll Technician

Recommended Action:

It is recommended that the City Council approve the job description and salary schedule for the position of Payroll Technician, amend the City Wide Salary Schedule and approve a budget amendment of \$29,000 to account number 1805-7002.

Attachments:

[10A - Payroll Technician Description and Salary.pdf](#)



Agenda Item: 10A

CM Review: 8<v

Fiscal Review: JP

AGENDA REPORT

MEETING DATE: January 9, 2024

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Job Description and Salary Schedule for Payroll Technician

RECOMMENDATION: It is recommended that the City Council approve the job description and salary schedule for the position of Payroll Technician, amend the City Wide Salary Schedule and approve a budget amendment of \$29,000 to account number 1805-7002.

FISCAL IMPACT: The fiscal impact is approximately \$29,000 for the next four months and then the annual cost of the position in future years is approximately \$85,000.

BACKGROUND

The Administrative Services Department would like to add a new full time position for the department. The job title is Payroll Technician.

DISCUSSION/ANALYSIS

When the Human Resources Manager position was vacated in 2011, the responsibilities of that position were either deferred, reprioritized or distributed to the Human Resources Specialist, the Financial Services Manager and the Director of Administrative Services. Over the years, both payroll and personnel ("human resources") have grown in their complexities and time consumption. Payroll has become much more technical as we experience multiple layers of calculating compensation such as Y ratings, bereavement pay, standby pay, deferred compensation, and longevity pay. We have also tiered our retirement plans and enhanced our health benefits, which is positive, but time consuming to implement. Human Resources has also been required to implement extensive mandates from LA County Public Health and OSHA related to COVID and address the very litigious environment of harassment investigations. Additionally, we have seen a substantial increase in employee turnover post COVID resulting in increased time spent on recruitments, orientations and terminations, greatly impacting payroll and workload in Human Resources.

With all of these changes, it has become apparent that the Administrative Services Department needs more staff support and this addition helps to build in redundancy into our payroll system. In addition, our auditors have always suggested that we should separate the payroll and personnel responsibilities so as to alleviate the risks of embezzlement, so by creating a new position, we will

not only add staff support, but we will also be able to separate these duties as recommended by our auditors.

In looking at our existing salary table and the salaries for payroll technicians and specialists in surrounding cities we are recommending a salary range of \$4,850-\$5,850. Funding for the position would be the General Fund and if approved, we would hope to open the recruitment immediately and fill the position by March 2024.

The Union has reviewed the job title, description and salary range and their shared suggestions and comments were included in the final recommendation. This position will be a member of the SEIU General Unit.

RECOMMENDATION

It is recommended that the City Council approve the job description and salary schedule for the position of Payroll Technician, amend the City Wide Salary Schedule and approve a budget amendment of \$29,000 to account number 1805-7002.

FISCAL IMPACT

The fiscal impact is approximately \$29,000 for the next four months and then the annual cost of the position in future years is approximately \$85,000.

ATTACHMENTS

Exhibit A – Payroll Technician job description

Exhibit B - Citywide Salary Schedule



PAYROLL TECHNICIAN

Definition:

Under the direction of the Financial Services Manager, performs a wide variety of sensitive and moderately complex payroll and administrative clerical duties.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Establish payroll records for each employee and maintain accumulated leave records, including sick leave, vacation, floating holidays and administrative leave. Set up new employees in payroll system, accurately assigning appropriate benefits and deductions.
2. Processes biweekly payroll and maintains payroll records for City employees, ensuring accuracy, reconciling data and proofing labor distribution account numbers.
3. Generate payroll checks; update payroll system and interfaces with the general ledger; distribute checks.
4. Review time records and set-up and/or modify financial system pay type and deduction code master files to ensure conformance with MOU, administrative policies, FLSA and other rules, regulations and changes issued by State and Federal regulatory agencies.
5. Verify pay increases, correct errors and balance payroll to ensure correct calculation of payroll transactions, troubleshoot discrepancies; maintain master files for all employees.
6. Coordinate wire transfer of funds for direct deposit, payroll taxes and other deductions to various banking institutions.
7. Prepare tax returns and other reporting documentation related to payroll; post benefits to retirement system. Maintain and update W-2 records and annually generate W-2 and 1095 health insurance forms.
8. Processes special payroll operations, including vacation buyback and administrative leave and floating holiday cash out.
9. Process special payroll transactions, such as wage assignments and liens, advances and other special payments.
10. Prepares and reconciles a variety of benefit-related reports and invoices, including retirement, medical, dental, vision, short and long term disability, life insurance, supplemental benefits and Flexible Spending Accounts.
11. Complete wage verification for unemployment insurance, workers' compensation and on personnel action forms.
12. Administers COBRA and Leave of Absence benefits processing and billing.
13. Conducts monthly bank reconciliation of payroll account.

14. Coordinates 457 deferred compensation activity, including enrollment and termination transactions, payroll deduction transfers, and simple account reconciliations.
15. Provides requested documentation during audit process and public records requests.
16. Assists employees, applicants, or customers by answering payroll related inquiries, distributing a variety of materials, and assisting in responding to related inquiries.
17. Prepares, assembles, formats, edits, photocopies, and/or retrieves a variety of simple to moderately complex letters, data sets, memos, labels, reports, or other documents or correspondence related to payroll administration.
18. Disseminates a variety of information and/or reports to various agencies or departments via telephone, mail, email, or fax.
19. Provides technical, administrative, and clerical assistance to the Director of Administrative Services, including participation in special surveys and/or projects.
20. Performs other related duties as required.

Minimum Knowledge, Skill and Ability:

Knowledge of:

- Principles and practices of payroll, time reporting and related financial transactions.
- Principles and practices of payroll administration including Federal and State payroll tax reporting requirements.
- Basic principles of business mathematics and Microsoft Excel and Word.
- Techniques used in dealing with the public and customer service.
- Methods and techniques of analysis related to a broad array of public administration issues, administrative research, and data analyses.
- Record keeping principles and procedures.
- Office procedures, methods, and equipment, including computers and applicable software applications, such as word processing, spreadsheets, and databases, and Human Resource Information Systems and payroll programs.
- Functions, policies, and procedures of relevant departments and/or operations.
- English usage, spelling, grammar, and punctuation.

Skill and Ability to:

- Analyze situations carefully and adopt effective courses of action.
- Prepare clear, concise, and comprehensive reports and written materials.
- Plan, organize, prioritize, and perform duties as assigned with minimal supervision.
- Organize work and establish priorities for self.
- Operate standard office equipment, a personal computer, and relevant software in a Mac environment.
- Interpret and apply appropriate policies and procedures.
- Communicate clearly and concisely, both orally and in writing.
- Search, compile, and analyze information.
- Perform general and technical accounting work.
- Maintain extensive and confidential records.
- Establish and maintain effective working relationships with the public and all levels of staff and management.
- Successfully adapt in a high-volume, fast-paced working atmosphere with multiple activities.

Training and Experience:

Any equivalent combination of training and experience that provides the required knowledge, skills, and abilities could be considered qualifying. A typical way to obtain the knowledge, skills, and abilities would be an Associate's degree from an accredited college or university with major course work in finance, accounting, bookkeeping, or related field, and two years of progressively responsible finance and accounting experience. Bachelor's degree desirable. Municipal experience preferred.

Licenses and Certificates:

Possession of a valid California driver's license is required by the date of hire.

Physical Requirements and Working Conditions:

- Requires vision (which may be corrected) to read small print.
- Requires mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Performs lifting, pushing and/or pulling which does not exceed 50 pounds and is an infrequent aspect of the job.
- Subject to inside environmental conditions.
- May be required to attend periodic evening meetings.
- May be required to work at a video display terminal for prolonged periods.
- May be required to use personal vehicle in the course of employment.

CITY OF DUARTE CITY-WIDE SALARY AND PAY SCHEDULE

Effective February 9, 2024 unless otherwise stated

POSITION	Hourly	Monthly	Annually
City Councilmember		\$ 550.00	\$ 6,600
City Manager	\$ 107.14	\$ 18,571	\$ 222,852

DEPARTMENT HEAD / DIVISION MANAGER - UNREPRESENTED

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant City Manager	\$ 81.25	\$ 14,084	\$ 84.15	\$ 14,586	\$ 87.04	\$ 15,088	\$ 89.92	\$ 15,586	\$ 92.79	\$ 16,083	\$ 95.68	\$ 16,584	\$ 98.56	\$ 17,083
Human Resources Manager	\$ 43.77	\$ 7,587	\$ 45.42	\$ 7,872	\$ 47.05	\$ 8,156	\$ 48.67	\$ 8,437	\$ 50.32	\$ 8,722	\$ 51.94	\$ 9,003	\$ 53.59	\$ 9,288

MANAGEMENT & PROFESSIONAL EMPLOYEES - SEIU LOCAL 721

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant Civil Engineer	\$ 39.57	\$ 6,859	\$ 40.84	\$ 7,079	\$ 42.08	\$ 7,295	\$ 43.34	\$ 7,513	\$ 44.59	\$ 7,729	\$ 45.86	\$ 7,949	\$ 47.11	\$ 8,166
Assistant to the City Manager	\$ 52.19	\$ 9,046	\$ 53.72	\$ 9,311	\$ 55.24	\$ 9,575	\$ 56.78	\$ 9,841	\$ 58.31	\$ 10,107	\$ 59.85	\$ 10,374	\$ 61.40	\$ 10,643
Associate Civil Engineer (Y)	\$ 44.35	\$ 7,687	\$ 45.97	\$ 7,969	\$ 47.59	\$ 8,250	\$ 49.23	\$ 8,533	\$ 50.84	\$ 8,812	\$ 52.48	\$ 9,096	\$ 54.10	\$ 9,378
Associate Planner	\$ 41.34	\$ 7,165	\$ 42.73	\$ 7,406	\$ 44.13	\$ 7,649	\$ 45.54	\$ 7,893	\$ 46.94	\$ 8,136	\$ 48.35	\$ 8,380	\$ 49.76	\$ 8,626
City Clerk	\$ 49.63	\$ 8,602	\$ 51.07	\$ 8,852	\$ 52.50	\$ 9,100	\$ 53.95	\$ 9,351	\$ 55.37	\$ 9,597	\$ 56.82	\$ 9,849	\$ 58.27	\$ 10,099
Deputy City Manager	\$ 57.40	\$ 9,950	\$ 59.10	\$ 10,244	\$ 60.77	\$ 10,533	\$ 62.46	\$ 10,827	\$ 64.14	\$ 11,118	\$ 65.84	\$ 11,413	\$ 67.54	\$ 11,707
Director of Community Development	\$ 73.88	\$ 12,805	\$ 76.74	\$ 13,301	\$ 79.58	\$ 13,794	\$ 82.44	\$ 14,290	\$ 85.30	\$ 14,785	\$ 88.14	\$ 15,278	\$ 91.00	\$ 15,774
Director of Parks & Recreation	\$ 70.02	\$ 12,136	\$ 72.29	\$ 12,531	\$ 74.57	\$ 12,925	\$ 76.85	\$ 13,320	\$ 79.12	\$ 13,715	\$ 81.40	\$ 14,109	\$ 83.68	\$ 14,504
Director of Public Safety Services	\$ 70.02	\$ 12,136	\$ 72.29	\$ 12,531	\$ 74.57	\$ 12,925	\$ 76.85	\$ 13,320	\$ 79.12	\$ 13,715	\$ 81.40	\$ 14,109	\$ 83.68	\$ 14,504
Facilities Maintenance Supervisor	\$ 36.90	\$ 6,396	\$ 38.31	\$ 6,641	\$ 39.74	\$ 6,888	\$ 41.15	\$ 7,132	\$ 42.56	\$ 7,377	\$ 43.98	\$ 7,624	\$ 45.39	\$ 7,868
Field Services Manager	\$ 55.03	\$ 9,539	\$ 56.91	\$ 9,864	\$ 58.77	\$ 10,187	\$ 60.65	\$ 10,512	\$ 62.51	\$ 10,834	\$ 64.38	\$ 11,160	\$ 66.26	\$ 11,486
Financial Services Manager	\$ 52.75	\$ 9,143	\$ 54.38	\$ 9,426	\$ 56.06	\$ 9,717	\$ 57.80	\$ 10,018	\$ 59.58	\$ 10,328	\$ 61.43	\$ 10,647	\$ 63.32	\$ 10,976
Planning Manager	\$ 58.97	\$ 10,221	\$ 60.84	\$ 10,546	\$ 62.71	\$ 10,870	\$ 64.59	\$ 11,195	\$ 66.47	\$ 11,521	\$ 68.34	\$ 11,845	\$ 70.21	\$ 12,170
Public Safety Manager	\$ 58.97	\$ 10,221	\$ 60.84	\$ 10,546	\$ 62.71	\$ 10,870	\$ 64.59	\$ 11,195	\$ 66.47	\$ 11,521	\$ 68.34	\$ 11,845	\$ 70.21	\$ 12,170
Public Works Manager	\$ 55.70	\$ 9,654	\$ 57.45	\$ 9,958	\$ 59.20	\$ 10,261	\$ 60.97	\$ 10,568	\$ 62.72	\$ 10,871	\$ 64.48	\$ 11,177	\$ 66.25	\$ 11,483
Recreation Superintendent	\$ 48.92	\$ 8,479	\$ 50.64	\$ 8,778	\$ 52.36	\$ 9,076	\$ 54.08	\$ 9,375	\$ 55.81	\$ 9,673	\$ 57.54	\$ 9,973	\$ 59.27	\$ 10,273
Recreation Supervisor	\$ 36.90	\$ 6,396	\$ 38.31	\$ 6,641	\$ 39.74	\$ 6,888	\$ 41.15	\$ 7,132	\$ 42.57	\$ 7,379	\$ 43.98	\$ 7,624	\$ 45.40	\$ 7,869
Senior Planner	\$ 51.56	\$ 8,937	\$ 53.19	\$ 9,219	\$ 54.82	\$ 9,502	\$ 56.46	\$ 9,786	\$ 58.08	\$ 10,067	\$ 59.71	\$ 10,350	\$ 61.35	\$ 10,633
Transportation Supervisor	\$ 40.21	\$ 6,970	\$ 41.80	\$ 7,246	\$ 43.42	\$ 7,527	\$ 45.02	\$ 7,804	\$ 46.63	\$ 8,082	\$ 48.25	\$ 8,363	\$ 49.85	\$ 8,641

GENERAL EMPLOYEES - SEIU LOCAL 721

Step A	Step B	Step C	Step D	Step E	Step F	Step G
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POSITION	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Accountant	\$ 34.92	\$ 6,052	\$ 36.00	\$ 6,240	\$ 37.11	\$ 6,433	\$ 38.26	\$ 6,631	\$ 39.45	\$ 6,837	\$ 40.66	\$ 7,049	\$ 41.92	\$ 7,266
Accounting Specialist (Y)	\$ 28.92	\$ 5,014	\$ 29.91	\$ 5,184	\$ 30.91	\$ 5,357	\$ 31.90	\$ 5,530	\$ 32.89	\$ 5,701	\$ 33.89	\$ 5,874	\$ 34.87	\$ 6,044
Administrative Secretary	\$ 27.32	\$ 4,736	\$ 28.37	\$ 4,918	\$ 29.42	\$ 5,100	\$ 30.47	\$ 5,282	\$ 31.52	\$ 5,464	\$ 32.56	\$ 5,644	\$ 33.61	\$ 5,826
Assistant Planner	\$ 32.90	\$ 5,703	\$ 34.18	\$ 5,924	\$ 35.47	\$ 6,148	\$ 36.76	\$ 6,372	\$ 38.04	\$ 6,593	\$ 39.32	\$ 6,815	\$ 40.61	\$ 7,038
Building Permit Technician	\$ 27.32	\$ 4,736	\$ 28.37	\$ 4,918	\$ 29.42	\$ 5,100	\$ 30.47	\$ 5,282	\$ 31.52	\$ 5,464	\$ 32.56	\$ 5,644	\$ 33.61	\$ 5,826
Civil Engineering Technician	\$ 29.61	\$ 5,133	\$ 30.85	\$ 5,348	\$ 32.09	\$ 5,563	\$ 33.32	\$ 5,775	\$ 34.57	\$ 5,992	\$ 35.81	\$ 6,207	\$ 37.05	\$ 6,422
Clerk/Typist Receptionist	\$ 22.53	\$ 3,905	\$ 23.35	\$ 4,048	\$ 24.16	\$ 4,188	\$ 24.97	\$ 4,328	\$ 25.79	\$ 4,471	\$ 26.61	\$ 4,613	\$ 27.45	\$ 4,758
Code Compliance / Animal Control Officer (Y)	\$ 30.75	\$ 5,330	\$ 32.04	\$ 5,553	\$ 33.31	\$ 5,774	\$ 34.60	\$ 5,998	\$ 35.88	\$ 6,219	\$ 37.17	\$ 6,443	\$ 38.45	\$ 6,664
Community Development Technician	\$ 26.97	\$ 4,675	\$ 27.94	\$ 4,843	\$ 28.90	\$ 5,009	\$ 29.87	\$ 5,178	\$ 30.83	\$ 5,344	\$ 31.80	\$ 5,512	\$ 32.76	\$ 5,678
Crime Prevention Specialist	\$ 33.15	\$ 5,747	\$ 34.37	\$ 5,957	\$ 35.62	\$ 6,174	\$ 36.90	\$ 6,396	\$ 38.16	\$ 6,615	\$ 39.44	\$ 6,837	\$ 40.71	\$ 7,056
Custodian	\$ 22.63	\$ 3,923	\$ 23.49	\$ 4,072	\$ 24.35	\$ 4,221	\$ 25.24	\$ 4,374	\$ 26.10	\$ 4,523	\$ 26.98	\$ 4,677	\$ 27.84	\$ 4,826
Deputy City Clerk	\$ 27.32	\$ 4,736	\$ 28.37	\$ 4,918	\$ 29.42	\$ 5,100	\$ 30.47	\$ 5,282	\$ 31.52	\$ 5,464	\$ 32.56	\$ 5,644	\$ 33.61	\$ 5,826
Field Services Supervisor	\$ 35.44	\$ 6,144	\$ 37.20	\$ 6,448	\$ 38.97	\$ 6,755	\$ 40.74	\$ 7,062	\$ 42.52	\$ 7,369	\$ 44.30	\$ 7,679	\$ 46.07	\$ 7,985
Human Resources Specialist (Y)	\$ 29.96	\$ 5,193	\$ 31.21	\$ 5,410	\$ 32.46	\$ 5,627	\$ 33.72	\$ 5,844	\$ 34.96	\$ 6,059	\$ 36.21	\$ 6,276	\$ 37.46	\$ 6,493
Maintenance Technician	\$ 23.15	\$ 4,013	\$ 24.12	\$ 4,181	\$ 25.08	\$ 4,347	\$ 26.05	\$ 4,515	\$ 27.01	\$ 4,681	\$ 27.98	\$ 4,849	\$ 28.94	\$ 5,015
Management Aide	\$ 30.06	\$ 5,211	\$ 30.99	\$ 5,372	\$ 31.95	\$ 5,538	\$ 32.94	\$ 5,709	\$ 33.96	\$ 5,887	\$ 35.01	\$ 6,068	\$ 36.09	\$ 6,256
Management Analyst - City Manager's Office	\$ 33.10	\$ 5,737	\$ 34.47	\$ 5,976	\$ 35.91	\$ 6,225	\$ 37.41	\$ 6,484	\$ 38.97	\$ 6,755	\$ 40.59	\$ 7,036	\$ 42.28	\$ 7,329
Outreach Coordinator - Public Safety	\$ 26.73	\$ 4,633	\$ 27.74	\$ 4,808	\$ 28.75	\$ 4,984	\$ 29.76	\$ 5,159	\$ 30.79	\$ 5,337	\$ 31.80	\$ 5,512	\$ 32.83	\$ 5,690
Payroll Technician	\$ 27.69	\$ 4,800	\$ 28.52	\$ 4,944	\$ 29.38	\$ 5,092	\$ 30.26	\$ 5,245	\$ 31.17	\$ 5,402	\$ 32.10	\$ 5,565	\$ 33.46	\$ 5,800
Recreation Coordinator	\$ 26.73	\$ 4,633	\$ 27.74	\$ 4,808	\$ 28.75	\$ 4,984	\$ 29.76	\$ 5,159	\$ 30.79	\$ 5,337	\$ 31.80	\$ 5,512	\$ 32.83	\$ 5,690
Senior Code Compliance / Animal Control Officer (Y)	\$ 33.48	\$ 5,804	\$ 34.87	\$ 6,044	\$ 36.26	\$ 6,284	\$ 37.65	\$ 6,527	\$ 39.07	\$ 6,771	\$ 40.46	\$ 7,014	\$ 41.85	\$ 7,254
Senior Custodian	\$ 27.46	\$ 4,760	\$ 28.52	\$ 4,944	\$ 29.59	\$ 5,129	\$ 30.65	\$ 5,313	\$ 31.73	\$ 5,499	\$ 32.79	\$ 5,683	\$ 33.86	\$ 5,870
Senior Maintenance Technician	\$ 27.16	\$ 4,708	\$ 28.20	\$ 4,887	\$ 29.23	\$ 5,067	\$ 30.27	\$ 5,247	\$ 31.32	\$ 5,429	\$ 32.37	\$ 5,611	\$ 33.40	\$ 5,788

PART-TIME HOURLY EMPLOYEES

POSITION	Hourly Pay Rate						
	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Aerobics Instructor	\$ 16.00	\$ 16.40	\$ 17.82	\$ 19.73	\$ 21.66	\$ 23.58	\$ 25.47
Animal Control Officer	\$ 22.13	\$ 22.99	\$ 23.85	\$ 24.71	\$ 25.57	\$ 26.43	\$ 27.29
Assistant Boxing Trainer	\$ 16.00	\$ 16.51	\$ 17.04	\$ 17.59	\$ 18.15	\$ 18.73	\$ 19.33
Boxing Trainer	\$ 21.81	\$ 22.51	\$ 23.23	\$ 23.97	\$ 24.74	\$ 25.53	\$ 26.35
Certified Aerobics Instructor	\$ 25.03	\$ 26.28	\$ 27.76	\$ 29.24	\$ 30.72	\$ 32.21	\$ 33.69
College Intern	\$ 16.00	\$ 16.30	\$ 16.86	\$ 18.49	\$ 20.30	\$ 22.28	\$ 24.45
Community Services Officer	\$ 22.13	\$ 22.99	\$ 23.85	\$ 24.71	\$ 25.57	\$ 26.43	\$ 27.29
Computer Lab Technician	\$ 16.00	\$ 16.10	\$ 16.25	\$ 16.49	\$ 16.93	\$ 17.36	\$ 17.80
Custodian	\$ 18.17	\$ 18.88	\$ 19.57	\$ 20.27	\$ 20.97	\$ 21.67	\$ 22.36
Dance Instructor	\$50.00						
Lifeguard	\$ 16.50	\$ 16.83	\$ 17.17	\$ 17.51	\$ 17.86	\$ 18.22	\$ 18.58
Lifeguard/Instructor	\$ 17.80	\$ 18.33	\$ 18.88	\$ 19.45	\$ 20.03	\$ 20.64	\$ 21.25
Pool Manager	\$ 20.11	\$ 20.71	\$ 21.33	\$ 21.97	\$ 22.63	\$ 23.31	\$ 24.01
Recreation Leader	\$ 16.00	\$ 16.51	\$ 17.04	\$ 17.58	\$ 18.14	\$ 18.72	\$ 19.32
Recreation Specialist	\$ 18.00	\$ 18.53	\$ 19.07	\$ 19.62	\$ 20.20	\$ 20.79	\$ 21.40
Senior Custodian	\$ 26.40	\$ 27.42	\$ 28.44	\$ 29.46	\$ 30.49	\$ 31.51	\$ 32.55
Trail Maintenance Crew	\$ 16.00	\$ 16.96	\$ 17.37	\$ 19.11	\$ 21.02	\$ 23.13	\$ 25.44



ITEM: 10.B

Resolution Establishing the Date and Time of Regular City Council Meetings

Recommended Action:

It is recommended that the City Council adopt Resolution No. 24-01 establishing the date and time of regular City Council meetings.

Attachments:

[10B - Resolution Establishing Regular Council Meetings.pdf](#)



AGENDA REPORT

MEETING DATE: January 9, 2024

TO: Mayor and Members of the City Council

FROM: Annette Juarez, City Clerk

SUBJECT: Resolution establishing the date and time of regular City Council meetings.

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 24-01 establishing the date and time of regular City Council meetings.

FISCAL IMPACT: None.

BACKGROUND

Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings. On July 25, 2023, the City Council adopted Resolution No. 23-20 establishing the date and time of regular City Council meetings for the remainder of 2023.

DISCUSSION

This Resolution No. 24-01 would set the schedule for regular City Council meetings for the 2024 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public.

Adoption of this calendar does not prohibit the City Council from holding adjourned meetings, special meetings, or emergency meetings as permitted under state law.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 24-01 establishing the date and time of regular City Council meetings.

FISCAL IMPACT

None.

ATTACHMENTS

- A. Resolution No. 24-01 Establishing the Date and Time of Regular City Council Meetings

RESOLUTION NO. 24-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING THE DATE AND TIME OF REGULAR CITY COUNCIL MEETINGS

WHEREAS, on October 11, 2005, the City Council adopted Ordinance No. 779 amending section 2.04.020 of the Duarte Municipal Code to provide that the date and time of regular City Council meetings shall be established by resolution of the City Council; and

WHEREAS, the City Council desires to establish the dates of its regular meetings for calendar year 2024; and

WHEREAS, the City Council desires to set the time of each regular meeting to commence at 6:00 p.m. if the City Council is holding (a) one or more closed sessions as authorized by the Ralph M. Brown Act (Gov. Code § 54950 et seq.), and/or (b) one or more workshop sessions, and to commence all other agenda items at the later of (i) the conclusion of such closed sessions and/or workshop sessions, or (ii) 7:00 p.m.; and

WHEREAS, the City Council seeks to comply with the requirements of Government Code section 36805; and

WHEREAS, the City Council aspires to promote efficiency and eliminate governmental waste; and

WHEREAS, the City Council seeks to provide further transparency, notice, and access to Council meetings by the public.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated in full herein.

SECTION 2. The regular meetings of the City Council shall be held in accordance with the following calendar, unless otherwise provided by law:

JANUARY						
SUN	M	T	W	TH	F	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
SUN	M	T	W	TH	F	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH						
SUN	M	T	W	TH	F	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
SUN	M	T	W	TH	F	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
SUN	M	T	W	TH	F	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE						
SUN	M	T	W	TH	F	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY						
SUN	M	T	W	TH	F	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
SUN	M	T	W	TH	F	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
15	26	27	28	29	30	31

SEPTEMBER						
SUN	M	T	W	TH	F	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER						
SUN	M	T	W	TH	F	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
SUN	M	T	W	TH	F	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER						
SUN	M	T	W	TH	F	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SECTION 3. The City Council may cancel a regularly scheduled meeting. Nothing herein shall (a) preclude the City Clerk from canceling a regular meeting, adjourned regular meeting, or special meeting should there not be a quorum present at such meeting, or (b) preclude the City Council from holding an adjourned regular meeting, special meeting, or emergency meeting pursuant to state law.

SECTION 4. The time of regular meetings of the City Council shall be as follows:

- a. If there is scheduled on the agenda (a) one or more closed sessions of the City Council pursuant to the Ralph M. Brown Act (Gov. Code § 54950 et seq.), and/or (b) one or more workshop sessions, the regular meeting shall be scheduled to start at 6:00 p.m. with the closed sessions and/or workshop sessions held at that time and all other business to be heard commencing the later of (i) the conclusion of such closed sessions and/or workshop sessions, or (ii) 7:00 p.m.
- b. If there are no closed sessions or workshop sessions scheduled on the agenda, the regular meeting shall be scheduled to start at 7:00 p.m.

SECTION 5. All actions required by applicable law to be taken by the City Council precedent to the adoptions of this Resolution have been taken in accordance with applicable law.

SECTION 6. This Resolution will become effective immediately upon adoption.

PASSED, APPROVED and ADOPTED this 9th day of January 2024.

Vinh Truong, Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

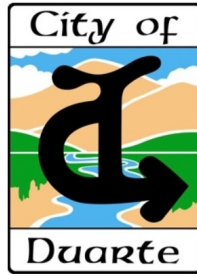
Annette Juarez
City Clerk

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. 24-01 was adopted by the City Council of said City of Duarte at a regular meeting of said City Council held on the 9th day of January 2024, by the following vote:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

Annette Juarez
City Clerk



ITEM: 10.C

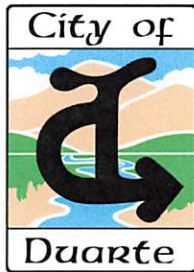
Annual Appointment of City Councilmembers to Intergovernmental Organizations

Recommended Action:

It is recommended that the City Council make appointments to intergovernmental organizations for the upcoming year.

Attachments:

[10C - Appointments to Intergovernmental Organizations.pdf](#)



Agenda Item: 10C

CM Review: BCV

Fiscal Review: JP

AGENDA REPORT

MEETING DATE: January 9, 2024

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Annette Juarez, City Clerk

SUBJECT: Annual Appointment of City Councilmembers to Intergovernmental Organizations

RECOMMENDATION: It is recommended that the City Council make appointments to intergovernmental organizations for the upcoming year

FISCAL IMPACT: None

BACKGROUND

Each year, the City Council appoints individual Councilmembers to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations. A list of current appointees to these intergovernmental organizations is attached to this staff report.

DISCUSSION/ANALYSIS

At the December 12, 2023, City Council meeting, the City Council voted to appoint Councilmember Finlay as the City of Duarte representative on the San Gabriel Valley Mosquito & Vector Control District Board of Trustees for a two year term. At the same meeting, per the Health and Safety Code, Mayor Truong was selected to serve as the Delegate for the Sanitation Districts #15 and #22, and the City Council voted to appoint Councilmember Finlay to serve as the alternate.

There are other intergovernmental organizations for which a current vacancy does not exist, however the City Council may choose to make changes to the appointed City Representative/Delegate and/or Alternate.

RECOMMENDATION

It is recommended that the City Council make appointments to intergovernmental organizations for the upcoming year.

FISCAL IMPACT

None.

ATTACHMENTS

A. List of Duarte City Council Intergovernmental Organizations and Appointees

Duarte City Council - Intergovernmental Organizations

AREA "D" EMERGENCY SERVICES

<i>Meetings date and time may vary</i>	City Manager	Representative
Collaborates with the Area D coordinator and other cities to prepare for disaster management (trainings / protocols)	Full Council	Alternate

CALIFORNIA CONTRACT CITIES

<i>3rd Wednesday - 6:00 p.m.</i>	Toney Lewis	Delegate
Provides opportunities for contracted cities to network, educate, and access partnerships, while promoting collaborative governance	Full Council	Alternate

CITY SELECTION COMMITTEE (COUNTY)

<i>3-4 times a year, at the call of the Chairman</i>	Vinh Truong	Delegate
Consists of the mayor of each city within LA County and appoints representatives to such boards, commissions, and agencies such as LAFCO, LA County Metropolitan Transportation Authority, ect.	Full Council	Alternate

DUARTE COMMUNITY COORDINATING COUNCIL

<i>Last Monday of the month - 7:00 p.m.</i>	Tera Martin Del Campo	Delegate
Provides community services, activities, resources, and aid to members of the community through the coordination of non-profit organization	Toney Lewis	Alternate

DUARTE COMMUNITY SERVICE COUNCIL

<i>Meetings date and time may vary - dependent on outside factors, events, etc.</i>	Vinh Truong	Delegate
Provides community services, resources and aid to individuals and families in Duarte through the alliance and generosity of local businesses and community members	Toney Lewis	Alternate

DUARTE EDUCATION FOUNDATION

<i>1st Monday - 6:00 p.m.</i>	Margaret Finlay	Delegate
Non-profit fundraising corporation organized by community members to enrich schools and community facilities; provides financial support to enhance the quality of education received by DUSD students	Jody Schulz	Alternate

FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM

<i>Quarterly - date and time may vary</i>	Vinh Truong	Delegate
Provides workforce development, training, and education to potential employees and gives businesses access to a qualified, employable workforce	Samuel Kang	Alternate

FOOTHILL TRANSIT

Tuesday, May 23, 2023 – Annual Governing Board Meeting

2023 Foothill Transit Chats Update Meetings - Tentative

Schedule:

Thursday, March 23, 2023

Thursday, April 20, 2023

Tuesday, June 20, 2023

Thursday, September 14, 2023

Tuesday, October 17, 2023

Thursday, December 7, 2023

Elects representative to execute board and discusses Foothill Transit developments pertaining to the City and neighboring areas	Cesar Garcia	Delegate
	Toney Lewis	Alternate

FOOTHILL GOLD LINE JPA (PHASE II)

<i>2nd Thursday - 11:30 a.m.</i>	Jody Schulz	Delegate
Provides discussion and input regarding planning, funding, design, and construction of the Foothill Gold Line	Tera Martin Del Campo	Alternate

JOINT POWERS INSURANCE AUTHORITY

<i>Annual Meeting - July</i>	Margaret Finlay	Delegate
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Serves on the Authority's Board of Directors to ensure that agency members are represented in its governance; business and affairs of the JPIA are considered

City Manager/ Full Council Alternate

LEAGUE OF CALIFORNIA CITIES

1st Thursday - 7:00 p.m.

Toney Lewis Delegate

Conducts affairs of the League, monitors and strengthens the organization's programs and resources, implements committees and offers to take on special assignments, and supports the League's vision, mission, and core beliefs

Full Council Alternate

SGV COUNCIL OF GOVERNMENTS

3rd Thursday - 4:00p.m.

Jody Schulz Delegate

Discuss significant regional issues, implement policy direction adopted in the SGCOV Strategic Plan, and appoint committees to study specific policies and programs, all to better the communities that comprise the San Gabriel Valley

Tera Martin Del Campo Alternate

SGV COG - ENERGY, ENVIRONMENT, NATURAL RESOURCES COMMITTEE

3rd Wednesday - 1:00 p.m.

Vinh Truong Delegate

Studies environmental, energy and natural resources issues of regional significance and provides policy direction to the SGVCOG Governing Board

SGV COG - HOMELESSNESS COMMITTEE

1st Wednesday - 8:00 a.m.

Jody Schulz Delegate

Studies programs and matters pertaining to regional homelessness issues and provides policy direction to the SGVCOG Governing Board

SGV COG - TRANSPORTATION COMMITTEE

2nd Thursday - 4:00 p.m.

Samuel Kang Delegate

Studies programs and matters pertaining to the regional issues of mobility, air quality, and transportation control measures and provides policy direction to the SGVCOG Governing Board

SGV ECONOMIC PARTNERSHIP

Meetings date and time may vary - dependent on outside factors, major events, etc.

Vinh Truong Delegate

Discusses economic partnerships across sectors of education, entertainment, healthcare, transportation among 31 cities that comprise the San Gabriel Valley

Cesar Garcia Alternate

SGV VECTOR CONTROL DISTRICT

2nd Friday - 7:00 a.m.

Margaret Finlay Delegate

Engages in meetings concerning mosquito borne diseases within the San Gabriel Valley and reviews the operations of the District

SANITATION DISTRICTS #15 AND #22

4th Wednesday - 1:30 p.m.

Vinh Truong Delegate

Per Health and Safety Code Section 4730, the Mayor shall be designated as the Delegate. Engages in discussions pertaining to the construction, operation, and maintenance of collecting and treating wastewater, solid waste management, and converting waste into resources

Margaret Finlay Alternate

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENT

Regional Council Meetings - 1st Thursday - 12:00 p.m.

Margaret Finlay Delegate

Annual General Assembly Meeting - April / May

Conducts affairs of the SCAG and implements policy direction provided at the annual General Assembly meeting, acts upon policy recommendation from SCAG policy committees and external agencies, appoints committees to study specific problems/programs, and directions the actions of the agency throughout the year