CITY OF DUARTE
AGENDA
REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010
Tuesday, September 9, 2025
7:00 PM

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.

Cesar A. Garcia, Mayor
Tera Martin Del Campo, Mayor Pro Tem
Margaret Finlay, Councilmember
Samuel Kang, Councilmember
Toney Lewis, Councilmember
Vinh Truong, Councilmember
Martin Calderon, Councilmember

City/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
Frances Jimenez, 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. 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 livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto https://www.cityofduarte.ca.gov/home, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link.

Public comment: In-Person: Members of the public may provide in-person comments at the podium in the Council Chamber. Speakers who wish to address the Council must do so by submitting a speaker card prior to the start of Closed Session for Closed Session items and prior to the start of the Regular Meeting for all other designated public comment periods as listed below. Comments for public hearings will take place after the hearing is opened. Cards will not be accepted after the start of the meeting without the permission of the presiding chair. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Members of the public may submit written comment by emailing duarteinfo@cityofduarte.ca.gov, prior to 4:00 p.m. on the day of the meeting. The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published. Comments will be distributed to the City Council and made available for public review.

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

    A. City Manager Written Comments

2. ADOPTION OF THE AGENDA

3. PLEDGE TO THE FLAG

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

    Members of the public may address the City Council on agenda items listed under Special Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

5. SPECIAL ITEMS

   A. Pathway Home Update

   B. Presentation on the Encanto Park Stormwater Capture Project by the Rio Hondo/San Gabriel River Watershed Management Authority

   C. Community Development Department Update

   D. Parks and Recreation Department Update

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

   Members of the public may address the City Council on matters which are not on the agenda but are within the subject matter jurisdiction of the City Council. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

   Members of the public may address the City Council on agenda items listed on the Consent Calendar. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

9. CONSENT CALENDAR

   A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)

   B. Approve absence(s) of City Councilmember(s) from the City Council meeting

   C. Approval of Minutes - August 26, 2025 Regular Meeting (CC/HA/FA)

      Recommended Action: Approve the minutes of August 26, 2025.

   D. Approval of Warrants - September 9, 2025 (CC/HA/FA)

      Recommended Action: Approve the warrants of September 9, 2025.

   E. Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report for the month of July 2025.

F. Community Development Department Update

Recommended Action: Receive and File the Community Development Department Update.

G. Parks and Recreation Department Update

Recommended Action: Receive and File the Parks and Recreation Department Update.

H. Approve purchase of new Buena Vista Street banner system from Colonial Flag and pole installation contract with FS Contractors

Recommended Action: Approve the purchase of new Buena Vista Street banner system from Colonial Flag for $44,178. Award the bid for installation to FS Contractors for $25,750 and approve a project contingency amount of 10% for a total project cost of $77,000.

I. Approve purchase of a replacement brush chipper

Recommended Action: Approve the purchase of a replacement 2025 BVR 13 Brush Chipper from Morbark.

J. Award of Contract for Exterior Security Camera Installation at the Senior Center, Fitness Center, and Teen Center

Recommended Action: 1. Authorize a budget amendment of $22,000 to Account 1610-8100 for the installation of security cameras at the Duarte Senior Center, Fitness Center, and Teen Center. 2. Authorize the City Manager to execute the contract with CORAM/Intelesys in an amount not to exceed $22,000.

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

11. PUBLIC HEARINGS - NONE

12. BUSINESS ITEMS - NONE

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

14. 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 (https://www.cityofduarte.ca.gov/) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 3rd day of September 2025.

Frances Jimenez
City Clerk

MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: September 2, 2025
SUBJECT: Comments on Agenda Items, Meeting of September 9, 2025

ITEM 5.A. (Special Items). Pathway Home Update - Marco Santana with the Los Angeles County Chief Executive Office will present a one year update of the Pathway Home project.

ITEM 5.B. (Special Items). Presentation on the Encanto Park Stormwater Capture Project by the Rio Hondo/San Gabriel River Watershed Management Authority.

ITEM 5.C. (Special Items). Community Development Department update - Community Development Director Hensley will provide an update for the council.

ITEM 5.D. (Special Items). Parks and Recreation Department update - Parks and Recreation Director Enriquez will provide an update for the council.

ITEM 9.E. (Consent Calendar). The Finance Department has submitted the monthly report for July of 2025 for review.

ITEM 9.F. (Consent Calendar). The Community Development Department has submitted the monthly report for September 2025 for review.

ITEM 9.G. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for September 2025 for review.

ITEM 9.H. (Consent Calendar). Approve the purchase of a new Buena Vista Street banner system from Colonial Flag and pole installation contract with FS Contractors - In January 2025, the street banner on Buena Vista, near the Teen Center, was destroyed in a windstorm. When the damage was investigated, it was found that the poles could not be repaired. The poles and foundation were determined to be a hazard. Staff researched several options and found that Colonial Flag offered a quality banner system with a proprietary pulley system that allows access from the side of the street. The pole system is heavy duty steel and will accommodate a 4' x 40' banner. While Colonial Flag manufactures the poles and banner system, they are an out of state company and do not perform the installation, although part of the purchase is to send certified staff to the site to monitor installation. For the installation, staff requested bids and received three bids. FS Contactors was the lowest responsible bidder and they have performed work in the past for the City. FS Contractors will remove the old remaining banner pole, the pole foundations and install the new banner poles. This item was included in the 2025-2026 Fiscal Year Budget and was estimated at $90,000. The total price will be less than the budget estimate. The total fiscal impact for the project will be $77,000.

ITEM 9.I. (Consent Calendar). Approve purchase of a replacement brush chipper - In September 2008, the Field Services Division purchased its first brush chipper; a Morbark BVR 12. The brush chipper is utilized during wind storms and trimming operations to manage fallen branches and to convert debris into mulch. The current brush chipper is frequently breaking down, requires extensive maintenance, and can no longer handle large debris efficiently resulting in operational delays, increased costs, and safety risks. After seventeen years of reliable service, the brush chipper has exceeded its service life and is in need of replacement. Purchasing a replacement brush chipper provides a long-term solution with improved efficiency and enhanced safety features. Staff researched several brush chipper options and found the

Morbark BVR 13 to be best suited for the City's needs. Morbark Equipment has provided a quote for the Morbark BVR 13 brush chipper unit using a cooperative purchase agreement with Sourcewell pricing. The total purchase price for the brush chipper is $62,751.49 and the 2025-2026 Fiscal Year Budget includes $65,000 for this purchase.

ITEM 9.J. (Consent Calendar). Award of Contract for Exterior Security Camera Installation at the Senior Center, Fitness Center, and Teen Center - In 2023, the California Legislature passed Senate Bill (SB) 553 (effective July 1, 2024) requiring employers to establish and maintain a workplace violence prevention plan. Among other provisions, SB 553 obligates public agencies to implement engineering and work practice controls, such as security technology, that reduce risks and ensure the safety of employees. As part of the City's compliance efforts, leadership met with staff across departments to solicit feedback regarding workplace safety concerns. A recurring theme identified was the absence of security cameras at three highly utilized public facilities: the Senior Center, Fitness Center, and Teen Center. These locations currently have no camera coverage, leaving staff and patrons vulnerable in the event of a safety incident. To meet the identified needs, staff recommends contracting with CORAM/Intelesys under state-approved cooperative purchasing agreements. CORAM participates in NASPO (AR2472), OMNIA (R240303), and CMAS (3-25-02-1011) contracts, all of which have undergone competitive state bidding processes. Pursuant to Duarte Municipal Code (DMC) Section 2.36.050 (l), purchases made through another governmental entity's competitive process are exempt from the City's formal bidding requirements. This exemption applies here because the NASPO, OMNIA, and CMAS contracts meet the standards of effective competition and public interest. The scope of work includes: installation of 17 new IP cameras across the Senior Center, Fitness Center, and Teen Center, running and terminating CAT6 cabling and connecting to existing POE switches, installation and configuration of a Coram Point 24-channel DVR with 90-day storage, cloud-based storage and AI-powered video review features to assist staff in analyzing incidents. Staff is recommending a budget amendment of $22,000, which includes project costs of $20,000 and a 10% contingency ($2,000). Future ongoing annual costs of approximately $3,000 are anticipated for cloud storage and artificial intelligence video review software, subject to future cost of living increases.

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

Tuesday, August 26, 2025
7:00 PM — Regular Session

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:05 p.m.

Councilmembers Present:	Kang (arrived at 7:06 p.m.), Lewis, Truong, Calderon, Martin Del Campo, Garcia
Councilmembers Absent:	Finlay
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Larry Breceda, Director of Public Safety Services Manuel Enriquez, Director of Parks and Recreation Stephanie Sandoval, Public Works Manager Andres Rangel, Assistant to the City Manager Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

Moved by Councilmember Lewis, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt the agenda.

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

3. PLEDGE TO THE FLAG

The flag salute was led by Samuel Lemus.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. <u>Recess to Celebrate the City's 68th Anniversary</u>

The City Council briefly recessed for a reception in celebration of the City's 68th Anniversary.

The City Council meeting resumed at 7:28 p.m.

B. <u>National Suicide Prevention Week Proclamation</u>

The City Council presented a proclamation proclaiming September 7-13, 2025 as Suicide Prevention Week to Adriana Avila, Board Member/education committee chair and volunteer with the Greater Los Angeles and Central Coast Chapter of the American Foundation for Suicide Prevention (AFSP).

Adriana Avila thanked the City Council and shared awareness and resources on suicide prevention.

Kelly Manning, Fundraising Manager for the Greater Los Angeles and Central Coast Chapter of the American Foundation for Suicide Prevention (AFSP), invited the community to the upcoming 2025

Pasadena Out of the Darkness Walk.

In response to questions asked by the City Council, Kelly Manning provided additional information on the resources provided by the American Foundation for Suicide Prevention.

D. Foothill Unity Center Annual Report

Foothill Unity Center's Executive Director, Jhoana Hirasuna, provided an Annual Report on the organization's impact on the surrounding communities; shared their future goals; detailed the services provided; and highlighted volunteer opportunities.

The City Council thanked Executive Director Hirasuna for providing a report; encouraged residents to volunteer; and shared appreciation for the continued partnership.

E. Public Safety Department Update

The Public Safety department reported a year to date 8.9% decline in part 1 crimes; provided information on recent incidents; highlighted the success of the Flock Camera System; and attributed Retail Theft Operations and both the Neighborhood Watch and Business Watch programs to the decline of part 1 crimes.

The City Council shared appreciation for the work of the Public Safety department and commended the continual decline of crime rates. The City Council also shared concerns regarding recent incidents in the city and provided suggestions on additional security measures that could be taken around the Town Center.

C. Introduction of SGVCOG's newly elected Board President, Ed Reece

Mayor Garcia took Special Item 5.C. out of order after Special Item 5.E.

The City Council welcomed the team representing The San Gabriel Valley Council of Governments.

SGVCOG's newly elected Board President, Claremont Councilmember Ed Reece, introduced himself; highlighted the partnership between the organization and the surrounding cities; encouraged elected officials to become involved on boards and committees; shared recent achievements; outlined high-level priorities for the coming year that involve the City of Duarte; and provided information on recently initiated programs.

Per questions made by the City Council, Board President Reece provided information on board meeting dates.

The City Council congratulated Board President Reece on his new role; thanked him along with the SGVCOG staff for their service; shared appreciation for their commitment to the San Gabriel Valley communities; commended the City of Claremont for its thriving downtown; expressed excitement over working together in the future; and offered assistance in any way.

F. City Attorney Update on Immigration Activities

City Attorney Phan provided an update on Immigration Activities.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

City Clerk Jimenez reported that the City received written public comment from Clifford Ball regarding concerns about a Spectrum outage which occurred on Sunday, August 24, 2025.

Rory James McNair expressed concerns over Councilmember Finlay's conduct as CA JPIA, California Joint Powers Insurance Authority President.

Tristan Hallum, Director of Scientific Programs for the San Gabriel Valley Mosquito and Vector Control, provided an informational update on black fly presence in the area; shared prevention tips for residents; and provided additional details on available resources.

Lino Paras shared recent news regarding pop culture; shared his experience dealing with black flies; and commended City Attorny Phan for the professional presentation on immigration activity.

Steve Hernandez thanked City Attorney Phan for the presentation; shared his thoughts on the recent immigration incidents; and stated his opinion regarding recent public comment made against staff.

Mayor Garcia requested that a presentation from the San Gabriel Valley Mosquito and Vector Control be agendized for a future meeting.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. CONSENT CALENDAR

A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA).

B. Approve absence(s) of City Councilmember(s) from the City Council meeting.

C. Approval of Minutes - July 22, 2025 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - August 12, 2025 and August 26, 2025 (CC/HA/FA).

E. Receive and File the Monthly Financial Report for the month of June 2025.

F. Receive and File the Public Safety Department Update.

G. Receive and File the Community Development Department Update.

H. Receive and File the Parks and Recreation Department Update.

I. Approval and execution of a Third Amendment to the funding Agreement between the City of Duarte and Foothill Unity Center, Inc. in an amount not to exceed $14,500 for FY 2025-26.

J. Proclamation proclaiming September 2025 as Childhood Cancer Awareness Month in the City of Duarte.

K. Approval of Notice of Completion: Fiscal Year 24-25 Citywide Asphalt Repair Project Hardy and Harper Inc. in the amount of $84,364.80.

Moved by Councilmember Kang, seconded by Councilmember Truong, and carried by the following vote of the City Council to adopt items 9A - 9K of the Consent Calendar..

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. <u>Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference and Expo</u>

City Clerk Jimenez provided background information on the city's history of participating as a voting member at the League of California Cities Annual Conference and Expo General Assembly, where members will convene, discuss, and vote on resolutions that could become Cal Cities Policy.

Participation in the General assembly will allow for the City of Duarte to advocate for local control and ensure the community's interests are heard when it comes to policymaking. City clerk Jimenez stated that per CalCities bylaws, the City Council would need to designate a Voting Delegate and Alternate.

After discussion, the City Council nominated Councilmember Lewis as a voting delegate and also nominated Councilmember Truong and Councilmember Calderon as the two alternate voting delegates for the General Assembly.

Moved by Councilmember Kang, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to designate Councilmember Lewis as a voting delegate and Councilmember Truong and Councilmember Calderon as the two alternate voting delegates for the General Assembly taking place at 2025 League of California Cities Annual Conference and Expo.

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

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

City Manager Villalobos reported he attended National Night Out and commended both the Public Safety and Parks and Recreation department; reported he attended the Duarte Library reopening; and praised the recent renovations.

Mayor Pro Tem Martin Del Campo shared appreciation for the city summer programs.

Councilmember Calderon thanked the Public Safety department for addressing his constituents' concerns and increasing patrolling in certain areas.

Councilmember Lewis complimented the Public Safety department for the low crime statistics and spoke on the integrity of his councilmember colleague.

Councilmember Truong welcomed the students back to school; thanked Public Safety department and Animal Control for their recent work addressing bear sightings; and shared excitement for the upcoming holiday season activities.

Mayor Garcia thanked everyone who has supported the efforts for the upcoming Route 66 parade; congratulated the Public Safety department on a successful National Night Out; thanked staff for great summer programming; and reported he attended the SGVCOG meeting regarding the Olympics and World Cup. Mayor Garcia also announced the meeting be adjourned in memory of Steve Lewis and Carlos Roberto Montoya.

Councilmember Kang thanked Mayor Garcia for adjourning in memory of his high school friend, Steve Lewis, and shared fond memories together.

15. ADJOURNMENT

At 9:03 p.m., the City Council adjourned the meeting in memory of Steve Lewis and Carlos Roberto Montoya.

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Cesar A. Garcia, Mayor

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Frances Jimenez, City Clerk

Council Warrant Register By Account

City of Duarte

By Fund

Payment Dates 8/28/2025 - 9/10/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7732	DJ PHIL PEREZ	City Picnic DJ 9/27/2025	221367		850.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Facility Maint Paint Supplies	BD26-0234		79.21
100-1805-7965	WILLDAN FINANCIAL SERVICES	Cost Allocation Plan & User Fee Study 5/3-5/31/25	6328		1,495.00
100-1205-7650	M K FUELS	Public Safety Dept Fuel 7/1/2025	221348		50.76
100-1205-7615	HOME DEPOT CREDIT SERVICES	EOC Batteries	BD26-0234		74.57
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6268		14.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6268		41.26
100-1605-7733	THEODORE SIEGEL	SC "All About Eve" Screening/Presentation	221373		150.00
100-1605-7980	STUBBIES PROMOTIONS INC	Community Garden Grand Opening Giveaways	6316		699.29
100-1610-7618	HOME DEPOT CREDIT SERVICES	Paint Supplies/Planter Box Project	BD26-0234		160.93
100-1610-7618	HOME DEPOT CREDIT SERVICES	Park Picnic Table & Bench Repairs	BD26-0234		111.57
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD26-0234		9.19
100-1605-7002	PAMELA ROMERO	CPR Stipend	6308		76.92
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens Specific Plan 6/2025	221365	202417-dep-Westminister Ga...	1,264.42
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD26-0234		50.26
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	BD26-0234		93.09
100-1825-7631	CANON FINANCIAL SERVICES I...	(2) CH/CMD/PS/SC/TC Copier Maint 6/2025	221344		798.97
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts & Supplies	BD26-0234		256.06
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Srvcs 7/2025	6267		32,300.77
100-1610-7652	WET VIEWS	Fitness Ctr Pool Weekly Maintenance 7/2025	6303		1,950.00
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Srvcs 8/2025	6310		6,666.67
100-1610-7652	INX BUILDING MAINTENANCE	City Yard Janitorial Services 8/2025	6287		792.74
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 8/2025	6287		1,828.89
100-1015-7684	CIVICA LAW GROUP, APC	1318 Galen St Legal 7/2025	6269		3,384.42
100-1015-7684	CIVICA LAW GROUP, APC	Tobacco (1802 Hunt) Legal 7/2025	6269	202419-Code Enforcement Le...	1,017.20
100-1015-7684	CIVICA LAW GROUP, APC	Tobacco (2165 Hunt) Legal 7/2025	6269	202419-Code Enforcement Le...	51.60
100-1015-7684	CIVICA LAW GROUP, APC	General Code Enforcement Legal 7/2025	6269		387.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 7/2025	6269		11,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Expenses 7/2025	6269		110.89
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 7/2025	221377		2,569.38
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6268		64.15
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6268		41.26
100-1205-7650	ENTERPRISE FM TRUST	Vehicle 14 Liftgate Repair	BD26-0162		417.78
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		434.37
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		477.31
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		432.59
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		395.08

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,31,25,35 Maint Fees 8/2025	BD26-0162		306.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		782.72
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		555.98
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		566.86
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		1,815.32
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		1,086.66
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		586.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		702.15
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		799.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		542.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 8/01/2025 - 8/31/2025	BD26-0162		827.50
100-2126	FRANCISCO J SANCHEZ	Const/Demo Deposit Refund (P#2024-419)	221370		500.00
100-5004	FRANCISCO J SANCHEZ	Administrative Fee (P#2024-419)	221370		-125.00
100-1205-7779	AIDA TORRES	DART Events/Trip Expense Reimbursement	6320		893.59
100-1205-7783	AIDA TORRES	A-Team Events/Trip Expense Reimbursement	6320		55.05
100-1010-7980	SHAFFER AWARDS	Duarte D Pins	221372		1,309.43
100-2121	FEHR & PEERS	City of Hope Parking Assessment 6/28/25-7/25/25	6278	202519-Pass Thru-COH Parkin…	8,547.00
100-1810-7660	DEPARTMENT OF JUSTICE	Fingerprint Apps 7/2025	6264		352.00
100-1605-7730	SIMON EQUIPMENT RENTALS	National Night Out Generator/Light Rental	221375		868.78
100-1205-7761	DATA TICKET INC	Admin Citation Processing 7/2025	6272		1,261.59
100-1205-7761	DATA TICKET INC	Parking Citation Processing 7/2025	6272		2,308.59
100-1205-7614	STAPLES	PS Copier Paper	6315		136.71
100-1205-7761	SUPERIOR CT OF CAL CO OF L…	Citation Revenue Tax 7/2025	221340		5,123.00
100-1805-7653	SECTRAN SECURITY INC	August 2025 Courier Pick-up	6311		343.61
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6268		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6268		4.15
100-1610-7652	ALBERTOS PLUMBING	Public Safety Faucet/Valve Replacement	6261		1,345.00
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	6312		1,798.61
100-1605-7745	CURO MANAGED PRINT PRO…	Duarte Boxing Staff Shirts	221350		192.27
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	6281		531.56
100-1610-7652	IMS REFRIGERATION INC	CC Ice Machine Repair	6286		704.44
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	6327		531.80

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	SUPPLY SOLUTIONS	Recycled Paper Products	6312		1,081.60
100-1410-7650	COASTLINE EQUIPMENT	Vehicle #4 Service/Repair	221349		2,965.80
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sticker Design 7/10/25 - 8/7/25	6285		112.00
100-1605-7736	JAVIER DJEU TENNIS	Instructor Fee-Tennis 7/24/25 - 8/15/25	6288		1,148.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 8/2025	6260		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 8/2025	6260		66.00
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 7/2025	6263		1,375.00
100-1825-7626	FEDEX	Document Delivery 8/7/2025	221356		32.90
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 8/13/2025	6317		160.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Karate 6/13/25 - 8/15/25	6259		2,137.62
100-1810-7660	CERTIFIX LIVE SCAN	Livescan Fees 7/2025	221347		30.00
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 7/2025	6294		481,469.31
100-1605-7741	DOLPHIN RENTS INC	Pickleball After Dark Fencing	6273		883.74
100-1605-7734	CURO MANAGED PRINT PRO...	Fitness Ctr Signage	221350		338.13
100-1605-7736	DANCEFIT LLC	Instructor Fee-Ballet/Hip Hop 7/8/25 - 7/29/25	6271		761.60
100-1815-7965	MAXTREME SERVICES	IT Helpdesk 8/2025	6298		12,500.00
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	6314		177.72
100-1020-7722	GRANICUS INC	Domain Name Change	6283		1,500.00
100-1610-7652	WET VIEWS	Labor	6303		1,400.00
100-1610-7652	WET VIEWS	Competition & Training Pool Light Repair	6303		1,387.10
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6268		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6268		4.15
100-2012	JOE AND CELIA FALITI	Building Permit Refund (P#2025-114)	221355		1.00
100-2013	JOE AND CELIA FALITI	Building Permit Refund (P#2025-114)	221355		0.80
100-4201	JOE AND CELIA FALITI	Building Permit Refund (P#2025-114)	221355		469.80
100-1205-7980	CURO MANAGED PRINT PRO...	Tobacco Merch T-Shirts	221350	202419/1205-7980 Other Exps..	1,378.13
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 8/2025	6276		188.00
100-1605-7741	CHALLENGER TEAMWEAR	LAS Soccer Trophies	6266		383.44
100-1610-7652	SIMON EQUIPMENT RENTALS	Lift Rental-Pickleball Court Light Repairs	221375		399.45
100-1610-8100	DAHLIN GROUP INC	City Hall Building Facade Design Services 7/2025	6270		1,055.00
100-1010-7965	RECORDS CONTROL SERVICES ...	Records Retention Staff Training	6305		1,600.00
100-1605-7733	SUSIE HANSEN	SC Fall Fling Dance Band	221361		750.00
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 9/2025	221364		1,750.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Repair	6276		412.50
100-1205-7980	DELONG UNLIMITED, CHAD DE..	Tobacco Free Campaign Merchandise	221351	202419/1205-7980 Other Exps..	3,555.89
100-1825-7626	POSTMASTER	CMO Bulk Mailing 8/21/2025	221379		101.00
100-1605-7734	SMART & FINAL	FC Staff Supplies	6314		64.87
100-1810-7980	MICHELLE BROWN	Health Fair Raffle Prizes	221343		110.44
100-1205-7779	AIDA TORRES	DART Event Expense Reimbursement	6320		162.24
100-1010-7610	SAN GABRIEL VALLEY CITY M...	(3) Attendees SGVCMA-Supporting Immigrants Meeting	221369		120.00
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	6300		14,391.00
100-1610-7618	CURO MANAGED PRINT PRO...	Park Signage	221350		194.04
100-1810-7980	LOS ANGELES UNIFIED SCHOO...	Bilingual Testing 8/6/2025	221363		90.00
100-1205-7655	FEDEX FREIGHT	Replacement Street Name Signs Delivery	221357		202.31

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 7/23/25 - 8/22/25	221345		51.52
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Window Cleaning	6287		1,257.00
100-1410-7650	AUTOZONE	Vehicle #3 Battery	221341		141.98
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	6281		1,088.62
100-1605-7733	SMART & FINAL	SC Monthly Dance Snacks	6314		123.28
100-1805-7654	LSL, LLP	FY25 Interim/Year-End Audit	6295		3,680.00
100-1610-7618	SMART & FINAL	SC Coffee Supplies	6314		176.05
100-1005-7643	U.S. BANK	Credit-Vinh Truong JPIA Conf Hotel 10/2025 (Omni)	6322		-299.97
100-1010-7610	U.S. BANK	Brian V Mtg w/Boys & Girls Club (Mikomi Sushi)	6322		62.52
100-1010-7610	U.S. BANK	Brian V Mtg w/New FS Staff (Domenico's)	6322		117.38
100-1010-7610	U.S. BANK	Frances J City Clerk Law/Elections Seminar(League)	6322		600.00
100-1010-7610	U.S. BANK	Andres Rangel League of Ca Conf Reg 10/2025	6322		725.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	6322		18.00
100-1010-7612	U.S. BANK	CA City Management Foundation Annual Dues	6322		400.00
100-1010-7980	U.S. BANK	DashPass 8/5/2025 - 9/5/2025 (DoorDash)	6322		9.99
100-1010-7980	U.S. BANK	Duarte Library Reopening Celebration (Smart&Final)	6322		62.80
100-1010-7980	U.S. BANK	Duarte Library Reopening Celebration (Tropicana)	6322		64.99
100-1010-7980	U.S. BANK	City Anniversary Celebration (Sweet Nothings)	6322		148.50
100-1010-7980	U.S. BANK	Duarte Library Reopening Celebration(SweetNothing)	6322		180.00
100-1020-7712	U.S. BANK	Spotify Membership	6322		19.99
100-1020-7712	U.S. BANK	Instagram Post (Facebook)	6322		8.55
100-1020-7712	U.S. BANK	Hootsuite Membership 8/1/2025 - 8/31/2025	6322		149.00
100-1020-7711	U.S. BANK	Deposit-Labor Day Lunch Caterer (LA Pizzeria)	6326		829.33
100-1020-7711	U.S. BANK	Labor Day Lunch Raffle Gift Cards (Amazon)	6326		250.00
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 8/4/25 - 9/3/25	6326		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 8/4/25 - 9/3/25	6326		9.00
100-1805-7610	U.S. BANK	Kristen Petersen Mtg w/Monrovia Staff (Cava Azusa)	6326		45.74
100-1805-7610	U.S. BANK	Kristen Petersen Meeting w/Staff (Hope Village)	6326		54.37
100-1805-7612	U.S. BANK	Kristen Petersen Membership (CSMFO)	6326		150.00
100-1810-7610	U.S. BANK	Admin Srvcs Staff Treats (Paris Baguette)	6326		51.59
100-1810-7614	U.S. BANK	HR Office Supplies	6326		124.64
100-1810-7671	U.S. BANK	Deputy City Clerk Job Posting (CMCA)	6326		300.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud (1 Add'l Lic) 8/17/25-9/12/25	6326		30.93
100-1815-7632	U.S. BANK	Finance Webinar 8/7/25 - 9/6/25 (Zoom)	6326		96.00
100-1815-7632	U.S. BANK	Adove Creative Cloud/Acrobat Pro 8/13/25 - 9/12/25	6326		849.68
100-2121	U.S. BANK	Card Used in Error (Walmart.com)	6326		44.18

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7610	U.S. BANK	Manuel Mtg w/Cmty Garden Contractors (Starbucks)	6323		20.35
100-1605-7610	U.S. BANK	P&R Dept Meeting Snack (Sweet Nothings)	6323		29.50
100-1605-7612	U.S. BANK	Manuel Enriquez Annual Subscription (ICMA)	6323		200.00
100-1605-7612	U.S. BANK	Manuel Enriquez NRPA Membership	6323		180.00
100-1605-7614	U.S. BANK	Clamps/Tape (Home Depot)	6323		40.75
100-1605-7614	U.S. BANK	Bookends/Desk Mat (Amazon)	6323		58.92
100-1605-7614	U.S. BANK	Hand Sanitizer/Sign Holders (Amazon)	6323		43.07
100-1605-7614	U.S. BANK	P&R Secretary 2026 Calendar (Amazon)	6323		9.36
100-1605-7614	U.S. BANK	Camera Memory Card (Amazon)	6323		24.30
100-1605-7693	U.S. BANK	MYC August Meeting Dinner (Raising Cane's)	6323		353.59
100-1605-7729	U.S. BANK	Concerts in the Park Ice Chests (Amazon)	6323		133.68
100-1605-7730	U.S. BANK	Touch A Truck Cutouts (Amazon)	6323		9.93
100-1605-7730	U.S. BANK	Touch A Truck Supplies (Amazon)	6323		77.29
100-1605-7730	U.S. BANK	Touch A Truck Tablecloths/Cutouts (Amazon)	6323		23.17
100-1605-7730	U.S. BANK	Touch A Truck Vendor Bagels/Coffee (Panera Bread)	6323		83.43
100-1605-7730	U.S. BANK	NNO & Movie Night Supplies (Amazon)	6323		127.17
100-1605-7730	U.S. BANK	Return-NNO & Movie Night Supplies (Amazon)	6323		-112.38
100-1605-7730	U.S. BANK	Eggfest(2) Bunny Suits Cleaning (Natures Cleaners)	6323		240.00
100-1605-7730	U.S. BANK	NNO & Movie Night Supplies (Amazon)	6323		104.46
100-1605-7730	U.S. BANK	Touch A Truck Backdrop Cover/Stand (Amazon)	6323		108.05
100-1605-7730	U.S. BANK	NNO & Movie Night Supplies (Amazon)	6323		68.26
100-1605-7732	U.S. BANK	City Picnic Umbrella Pins (Amazon)	6323		13.80
100-1605-7733	U.S. BANK	SC Fresh Fridays Event Supplies (Amazon)	6323		131.31
100-1605-7733	U.S. BANK	SC Hawaiian Luau Supplies/Paddles (Amazon)	6323		359.53
100-1605-7733	U.S. BANK	SC Office Supplies (Amazon)	6323		79.03
100-1605-7733	U.S. BANK	SC Fresh Fridays Event Summer Treat (AdaptiveAmer)	6323		366.10
100-1605-7733	U.S. BANK	SC Nat'l Sr Citizens Day Celebation (OvejaKitchen)	6323		1,278.90
100-1605-7733	U.S. BANK	SC Ice Cream Event Bowls (Amazon)	6323		34.23
100-1605-7733	U.S. BANK	Sr Softball End of Season Lunch (Max's)	6323		418.02
100-1605-7733	U.S. BANK	SC Fresh Friday Dessert (Tacos El Torito)	6323		873.61
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	6323		47.36
100-1605-7734	U.S. BANK	Fitness Ctr Supplies (Walmart.com)	6323		15.43
100-1605-7734	U.S. BANK	FC Gym Attachments/Bars (Amazon)	6323		40.87

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7734	U.S. BANK	Return-FC Storage Bin (Walmart.com)	6323		-15.42
100-1605-7734	U.S. BANK	FC Splashtacular Event Drawstring Bags (Amazon)	6323		39.31
100-1605-7734	U.S. BANK	FC Office Paper (Amazon)	6323		43.63
100-1605-7734	U.S. BANK	Silicone Bracelets for Swim Program (Amazon)	6323		45.34
100-1605-7734	U.S. BANK	FC Splashtacular Event Supplies (Walmart.com)	6323		347.89
100-1605-7734	U.S. BANK	FC Office Supplies (Amazon)	6323		115.54
100-1605-7734	U.S. BANK	Fitness Ctr Wall Fans (Amazon)	6323		159.10
100-1605-7734	U.S. BANK	FC Facility Office Supplies (Walmart.com)	6323		46.98
100-1605-7735	U.S. BANK	TC Back To School BBQ/Movie (Walmart.com)	6323		19.84
100-1605-7735	U.S. BANK	TC Amazing Acts Week Supplies (Michaels)	6323		174.86
100-1605-7735	U.S. BANK	TC Craft Paper Roll (Amazon)	6323		65.18
100-1605-7735	U.S. BANK	TC Amazing Acts Event Supplies (Amazon)	6323		48.81
100-1605-7740	U.S. BANK	Summer Camps Phone Airtime (StraightTalk)	6323		71.56
100-1605-7740	U.S. BANK	Day Camp End of Summer Meeting (Raising Cane's)	6323		275.13
100-1605-7741	U.S. BANK	Youth Sports Pickleball Supplies (Apex Racquet)	6323		68.51
100-1605-7741	U.S. BANK	Youth Sports Pickleball AD/Bags & Balls (Amazon)	6323		65.64
100-1605-7745	U.S. BANK	Duarte Boxing Show 9/5/25 Sanction Fee (USABoxing)	6323		330.00
100-1605-7745	U.S. BANK	Boxing Coach Shirts (Amazon)	6323		27.56
100-1605-7758	U.S. BANK	Return-IDC Supplies (Hobby Lobby)	6323		-30.27
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Flowers (Del Real)	6323		54.75
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Flowers (Stems Floral)	6323		134.20
100-1605-7980	U.S. BANK	PMLB Staff Cups (Amazon)	6323		112.68
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Flowers (Willie Sanchez)	6323		86.00
100-1605-7980	U.S. BANK	Return-Cmty Garden Grand Opening Gloves (Amazon)	6323		-67.12
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Supplies (Hobby Lobby)	6323		32.84
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Supplies (Hobby Lobby)	6323		30.81
100-1605-7980	U.S. BANK	Staff Appreciation Gift Card (Vons)	6323		25.00
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Flowers (Dan Stamis)	6323		19.66
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Ice (7-Eleven)	6323		17.66
100-1605-7980	U.S. BANK	Cmty Garden Grand Opening Flowers (Trader Joes)	6323		38.05
100-1605-7980	U.S. BANK	Return-Cmty Garden Grand Opening (Hobby Lobby)	6323		-26.77
100-1610-7616	U.S. BANK	FC Pool Supplies (Amazon)	6323		121.54
100-1610-7616	U.S. BANK	FC Facility Locker Supplies (Walmart.com)	6323		6.88
100-1610-7618	U.S. BANK	City Hall Refrigerator Water Filter (Amazon)	6323		88.39
100-1610-7652	U.S. BANK	Tablecloth Cleaning (Natures Cleaners)	6323		80.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-2126	ONYX PAVING COMPANY INC	Const/Demo Deposit Refund (P#2025-70ROW)	6302		20,220.00
100-5004	ONYX PAVING COMPANY INC	Administrative Fee (P#2025-70ROW)	6302		-125.00
100-2012	VICTOR CASS	Building Permit Refund (P#2025-497)	221346		1.00
100-2013	VICTOR CASS	Building Permit Refund (P#2025-497)	221346		0.50
100-4201	VICTOR CASS	Building Permit Refund (P#2025-497)	221346		367.50
100-4901	VICTOR CASS	Building Permit Refund (P#2025-497)	221346		244.40
100-1605-7733	HEULYN REGINA DUMAS-JOH…	SC Sewing Class 8/2025	6274		286.00
100-1605-7693	AL JERROLD ANGELITO SORIA…	Mayor's Youth Council Logo Design	221376		150.00
100-1205-7650	AUTOZONE	Vehicle #36 Air Filter	221341		23.74
100-1605-7736	DANCEFIT LLC	Instructor Fee-Ballet/Hip Hop 8/5/25 - 8/26/25	6271		761.60
100-1605-7733	QUALITY PRINTING AND MAIL…	SC Newsletter Sept/Oct 2025	221380		818.61
100-1605-7733	SMART & FINAL	SC Meal Program Supplies	6314		25.99
100-1605-7739	THE SAUCE CREATIVE SERVICE…	Fall 2025 City News Design	6319		7,200.00
100-1605-7732	EDWARD PEREIRA GARCIA	City Picnic Band	221359		1,700.00
100-2120	BRIAN PHAN	SC Rent Deposit Refund 8/24/2025	221368		500.00
100-1605-7756	ABRAHAM MARTINEZ	Instructor Fee-SC Keyboard 6/20/25 - 8/8/25	6297		385.00
100-1605-7736	ABRAHAM MARTINEZ	Instructor Fee-Piano 6/21/25 - 8/16/25	6297		378.00
100-1605-7756	GREGORY MENA	Instructor Fee-SC Yoga 6/19/25 - 7/17/25	6299		226.80
100-1825-7631	CANON SOLUTIONS AMERICA …	CMD Permit Tech Printer Maint 7/27/25 - 8/26/25	221345		113.33
100-1605-7735	DUARTE RECREATION PETTY …	TC Amazing Acts Week Snacks	221353		27.51
100-1605-7980	DUARTE RECREATION PETTY …	Cmty Garden Grand Opening Flowers	221353		18.66
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	6282		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	6296		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	6279		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	6321		75.00
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	6307		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	6290		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	6293		75.00
100-1605-7733	DUARTE PETTY CASH/BINGO …	SC Bingo Prize Money	221352		205.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	6262		218.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	6318		435.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	6306		566.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	6275		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	221342		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	6277		435.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	6291		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	6265		566.00
100-2120	ESTELA SIERRA	SC Rent Deposit Refund 8/16/2025	221374		500.00
100-2120	JUDITH SEDANO	ROP Bldg Rent Deposit Refund 8/16/2025	221371		150.00

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100-4404	JUDITH SEDANO	ROP Bldg Rent Extra Hour Fee 8/16/2025	221371		-80.50
100-2120	TIM LANG	ROP Bldg Rent Deposit Refund 8/23/2025	221362		150.00
100-1205-7760	FOOTHILL UNITY CENTER	FY26 General Support Agreement	221358		14,500.00
100-1610-7618	SMART & FINAL	CC Coffee/Meeting Supplies	6314		137.97
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 7/2025	6309		5,382.30
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 7/2025	6309		58.80
100-1605-7733	TIFFANY'S CATERING	SC Luau Catering	221378		2,320.50
100-1825-7626	FEDEX	Document Delivery	221356		56.76
100-1610-7652	WET VIEWS	Fitness Ctr Pool Weekly Maintenance 8/2025	6303		1,950.00
100-2120	HAZEL AGUAYO	Pool Rent Deposit Refund 8/16/2025	221339		200.00
100-1605-7732	ELITE SOUND, STAGE, & LIGHT…	City Picnic Sound & Stage	221354		3,500.00
100-1605-7732	PARTY PRONTO INC	City Picnic Family Fun Zone	221366		1,156.00
				Fund 100 - GENERAL FUND Total:	**733,491.06**
Fund: 220 - GAS TAX FUN					
220-2210-7813	JCL TRAFFIC SERVICES	3rd of July Message Board Rental	6289		3,654.00
220-2205-8100	SITE DESIGN STUDIO INC	CO2-Highland Ave Promenade Landscape Design 7/2025	6313	202106-2205-8100-Highland P…	2,895.00
220-2205-8100	SITE DESIGN STUDIO INC	CO3-Highland Ave Promenade Landscape Design 7/2025	6313	202106-2205-8100-Highland P…	1,052.95
220-2205-8100	SITE DESIGN STUDIO INC	Highland Ave Promenade Landscape Design 7/2025	6313	202106-2205-8100-Highland P…	3,902.05
220-2225-7965	KREUZER CONSULTING GROUP	Huntington Dr Street Improvements PS&E 7/2025	6304	202415-Prof Svcs-Huntington …	16,224.00
				Fund 220 - GAS TAX FUN Total:	**27,728.00**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7888	LANDSCAPE WAREHOUSE INC	Encanto Park Irrigation Repairs	6292		504.03
240-2426-7810	A-1 MAINTENANCE SERVICES …	Grocery Outlet Ctr Sweeping 8/2025	6260		843.00
240-2410-7888	LANDSCAPE WAREHOUSE INC	Citywide/Lena Valenzuela Park Irrigation Repairs	6292		467.95
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**1,814.98**
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF…	Sheriff Contract 7/2025	6294		13,191.67
				Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:	**13,191.67**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 8/01/2025 - 8/31/2025	BD26-0162		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 8/01/2025 - 8/31/2025	BD26-0162		493.32
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 8/01/2025 - 8/31/2025	BD26-0162		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 8/01/2025 - 8/31/2025	BD26-0162		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 8/01/2025 - 8/31/2025	BD26-0162		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 8/01/2025 - 8/31/2025	BD26-0162		429.95
				Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:	**3,106.07**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2025	6280		20,643.51
440-5004	FOOTHILL TRANSIT	Duarte Local Service 6/2025	6280		-568.26
440-4405-8013	FOOTHILL TRANSIT	76th Installment of 3rd Bus 7/2025	6280		3,887.05
440-4405-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 7/2025	221377		241.83

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
440-4405-7650	AUTOZONE	Yard Supplies	221341		37.19
440-4405-8013	FOOTHILL TRANSIT	77th Installment of 3rd Bus 8/2025	6280		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 7/2025	6280		24,617.48
440-5004	FOOTHILL TRANSIT	Duarte Local Service 7/2025	6280		-857.13
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**51,888.72**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2025	6280		16,890.14
460-5004	FOOTHILL TRANSIT	Duarte Local Service 6/2025	6280		-464.94
460-4605-8013	FOOTHILL TRANSIT	76th Installment of 3rd Bus 7/2025	6280		3,180.31
460-4605-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 7/2025	221377		211.59
460-4605-8013	FOOTHILL TRANSIT	77th Installment of 3rd Bus 8/2025	6280		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 7/2025	6280		20,141.57
460-5004	FOOTHILL TRANSIT	Duarte Local Service 7/2025	6280		-701.29
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**42,437.69**
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-2127	ONYX PAVING COMPANY INC	Retention-FY25 Street Rehabilition Project	6301	202506-Retention-FY25 Street…	-333.00
470-4705-8070	ONYX PAVING COMPANY INC	FY25 Street Rehabilitation Project-Final	6301	202506-Cap Street Improv-FY…	1,332.00
470-4705-8070	ONYX PAVING COMPANY INC	CO2-FY25 Street Rehabilitation Project-Final	6301	202506-Cap Street Improv-FY…	5,328.00
				Fund 470 - MEASURE R LR TRANSIT FUND Total:	**6,327.00**
Fund: 521 - INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND					
521-5215-8340	GOVERNMENT LEASING AND F..	Infrastructure Modernization Payment 6 of 15	221360		173,869.81
521-5215-8350	GOVERNMENT LEASING AND F..	Infrastructure Modernization Payment 6 of 15	221360		46,967.21
				Fund 521 - INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND Total:	**220,837.02**
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
681-6815-7965	HARRIS & ASSOCIATES	FY25 Housing Authority Report 7/27/25 - 8/23/25	6284		4,844.50
				Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:	**4,844.50**
				Grand Total:	**1,105,666.71**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	733,491.06
220 - GAS TAX FUN	27,728.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	1,814.98
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	13,191.67
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,106.07
440 - PROPOSITION A TRANSIT FUND	51,888.72
460 - PROPOSITION C TRANSIT FUND	42,437.69
470 - MEASURE R LR TRANSIT FUND	6,327.00
521 - INFRASTRUCTURE MODERNIZATION DEBT SERVICE …	220,837.02
681 - Former RDA Low-Mod Income Housing Asset Fund	4,844.50
Grand Total:	**1,105,666.71**

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	-224.97
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1010-7610	Travel, Mtgs & Conf	1,624.90
100-1010-7612	Publications and Dues	418.00
100-1010-7965	Professional Services	1,600.00
100-1010-7980	Other Expenses	1,775.71
100-1015-7680	City Attorney Legal	5,382.30
100-1015-7682	Labor Counsel Legal	1,375.00
100-1015-7684	Code Enforcement Legal	15,951.11
100-1015-7686	Other Legal Services	58.80
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C…	1,079.33
100-1020-7712	Community Information …	177.54
100-1020-7722	City Website	1,500.00
100-1205-7614	Office Supplies	136.71
100-1205-7615	Emergency Supplies	74.57
100-1205-7650	Vehicle Maintenance	492.28
100-1205-7655	Emergency Services	202.31
100-1205-7760	Homeless Outreach Prog…	14,500.00
100-1205-7761	Parking Ticket Collect	8,693.18
100-1205-7779	Youth Programs	1,055.83
100-1205-7780	Animal Control	6,666.67
100-1205-7781	Contract Law Enforceme…	481,469.31
100-1205-7783	A-Team Program	55.05
100-1205-7787	Public Safety Cntr Lease	14,391.00
100-1205-7980	Other Expenses	4,934.02
100-1405-7800	Building Department Ser…	32,300.77
100-1410-7650	Vehicle Maintenance	3,107.78
100-1410-7656	Emergency Generator	160.00
100-1410-7810	Street Sweeping	132.00
100-1410-7814	Graffiti Removal	2,569.38
100-1410-7980	Other Expenses	256.06
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	49.85
100-1605-7612	Publications and Dues	380.00
100-1605-7614	Office Supplies	176.40
100-1605-7693	Youth Council	503.59
100-1605-7729	Concerts In The Park	133.68

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7730	Special Events	1,598.16
100-1605-7732	City Picnic	7,219.80
100-1605-7733	Senior Center	8,276.46
100-1605-7734	Fitness Center	1,241.67
100-1605-7735	Teen Center	522.92
100-1605-7736	Youth & Adult Recreatio…	5,298.82
100-1605-7739	Publicity	7,200.00
100-1605-7740	Day Camps	346.69
100-1605-7741	Sports/Playground Progr…	1,401.33
100-1605-7745	Boxing Program	549.83
100-1605-7756	Senior Recreation Classes	611.80
100-1605-7758	Independence Day Celeb…	-30.27
100-1605-7980	Other Expenses	1,175.71
100-1610-7616	Pool Supplies	128.42
100-1610-7617	Pool Chemicals	1,620.18
100-1610-7618	Building Supplies	4,512.71
100-1610-7636	Uniforms	139.93
100-1610-7652	Building Maint Services	13,785.94
100-1610-8100	Other Capital Improvem…	1,055.00
100-1805-7610	Travel, Mtgs & Conf	100.11
100-1805-7612	Publications and Dues	150.00
100-1805-7653	Bank Charges	343.61
100-1805-7654	Audit Services	3,680.00
100-1805-7965	Professional Services	1,495.00
100-1810-7610	Travel, Mtgs & Conf	51.59
100-1810-7614	Office Supplies	124.64
100-1810-7660	Other Services	382.00
100-1810-7671	Recruiting	300.00
100-1810-7980	Other Expenses	200.44
100-1815-7632	Software	976.61
100-1815-7965	Professional Services	12,500.00
100-1825-7626	Postage	190.66
100-1825-7631	Equipment Maintenance	963.82
100-1825-7674	Retiree Health Insurance	3,525.00
100-1830-8100	Vehicle Replacement (C…	13,587.30
100-2012	Green Building Fees Pay…	2.00
100-2013	Strong Motions Fees Pay…	1.30
100-2120	Refundable Deposits	1,500.00
100-2121	Pass Through Deposits	9,855.60
100-2126	Construction and Demoli…	20,720.00
100-4201	Building Permits	837.30
100-4404	Other Building Rentals	-80.50
100-4901	Plan Check Fees	244.40
100-5004	Other Revenue	-250.00
220-2205-8100	Other Capital Improvem…	7,850.00
220-2210-7813	Regulatory Signs	3,654.00
220-2225-7965	Professional Services	16,224.00
240-2410-7888	Repairs-Citywide	971.98
240-2426-7810	Street Sweeping	843.00
290-2905-7781	Contract Law Enforceme…	13,191.67
320-3205-8013	Vehicles (Capital)	3,106.07
440-4405-7650	Vehicle Maintenance	37.19
440-4405-7814	Graffiti Removal	241.83
440-4405-7960	Foothill Transit Operatio…	45,260.99
440-4405-8013	Vehicles (Capital)	7,774.10
440-5004	Other Revenue	-1,425.39
460-4605-7814	Graffiti Removal	211.59
460-4605-7960	Foothill Tranist Operatio…	37,031.71

Account Summary

Account Number	Account Name	Payment Amount
460-4605-8013	Vehicles (Capital)	6,360.62
460-5004	Other Revenue	-1,166.23
470-2127	Retention Payable	-333.00
470-4705-8070	Street Improvements (C…	6,660.00
521-5215-8340	Principal Payments	173,869.81
521-5215-8350	Interest Expense	46,967.21
681-6815-7965	Professional Services	4,844.50
	Grand Total:	**1,105,666.71**

Project Account Summary

Project Account Key	Payment Amount
None	1,059,451.47
202106-2205-8100-Highland Promenade Measure M	7,850.00
202415-Prof Svcs-Huntington Dr Street Improvements	16,224.00
202417-dep-Westminister Garden Specific Plan & EIR	1,264.42
202419/1205-7980 Other Exps-Tobacco Grant	4,934.02
202419-Code Enforcement Legal-Tobacco Grant	1,068.80
202506-Cap Street Improv-FY24-25	6,660.00
202506-Retention-FY25 Street Rehab Project	-333.00
202519-Pass Thru-COH Parking Analysis/Audit	8,547.00
Grand Total:	**1,105,666.71**

Council Warrant Register By Vendor
By Fund

City of Duarte

Payment Dates 8/28/2025 - 8/28/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1205-7650	ENTERPRISE FM TRUST	Vehicle 14 Liftgate Repair	FBN5393566		417.78
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		1,815.32
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		1,086.66
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		799.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		782.72
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		702.15
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		586.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		566.86
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		555.98
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		432.59
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,31,25,35 Maint Fees 8/2025	FBN5393566		306.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		542.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		477.31
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 8/01/2025 - 8/31/2025	FBN5393566		434.37
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**14,005.08**
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Facility Maint Paint Supplies	8525694		79.21
100-1205-7615	HOME DEPOT CREDIT SERVICES	EOC Batteries	9774669		74.57
100-1610-7618	HOME DEPOT CREDIT SERVICES	Paint Supplies/Planter Box Project	4514365		160.93
100-1610-7618	HOME DEPOT CREDIT SERVICES	Park Picnic Table & Bench Repairs	9515474		111.57
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	8905382		9.19
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	7215765		50.26
100-1610-7618	HOME DEPOT CREDIT SERVICES	Building Maintenance Supplies	7430985		93.09

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts & Supplies	2301025		256.06
			Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:		**834.88**
			Fund 100 - GENERAL FUND Total:		**14,839.96**

Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)

Vendor: 6189 - ENTERPRISE FM TRUST

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 8/01/2025 - 8/31/2025	FBN5393566		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 8/01/2025 - 8/31/2025	FBN5393566		429.95
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 8/01/2025 - 8/31/2025	FBN5393566		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 8/01/2025 - 8/31/2025	FBN5393566		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 8/01/2025 - 8/31/2025	FBN5393566		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 8/01/2025 - 8/31/2025	FBN5393566		493.32
			Vendor 6189 - ENTERPRISE FM TRUST Total:		**3,106.07**
			Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:		**3,106.07**
			Grand Total:		**17,946.03**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	14,839.96
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,106.07
Grand Total:	**17,946.03**

Account Summary

Account Number	Account Name	Payment Amount
100-1205-7615	Emergency Supplies	74.57
100-1205-7650	Vehicle Maintenance	417.78
100-1410-7980	Other Expenses	256.06
100-1610-7618	Building Supplies	504.25
100-1830-8100	Vehicle Replacement (C…	13,587.30
320-3205-8013	Vehicles (Capital)	3,106.07
	Grand Total:	**17,946.03**

Project Account Summary

Project Account Key	Payment Amount
None	17,946.03
Grand Total:	**17,946.03**

City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended July 31, 2025
(8.3% of FY 2025-26 Completed)

Contents	Page #

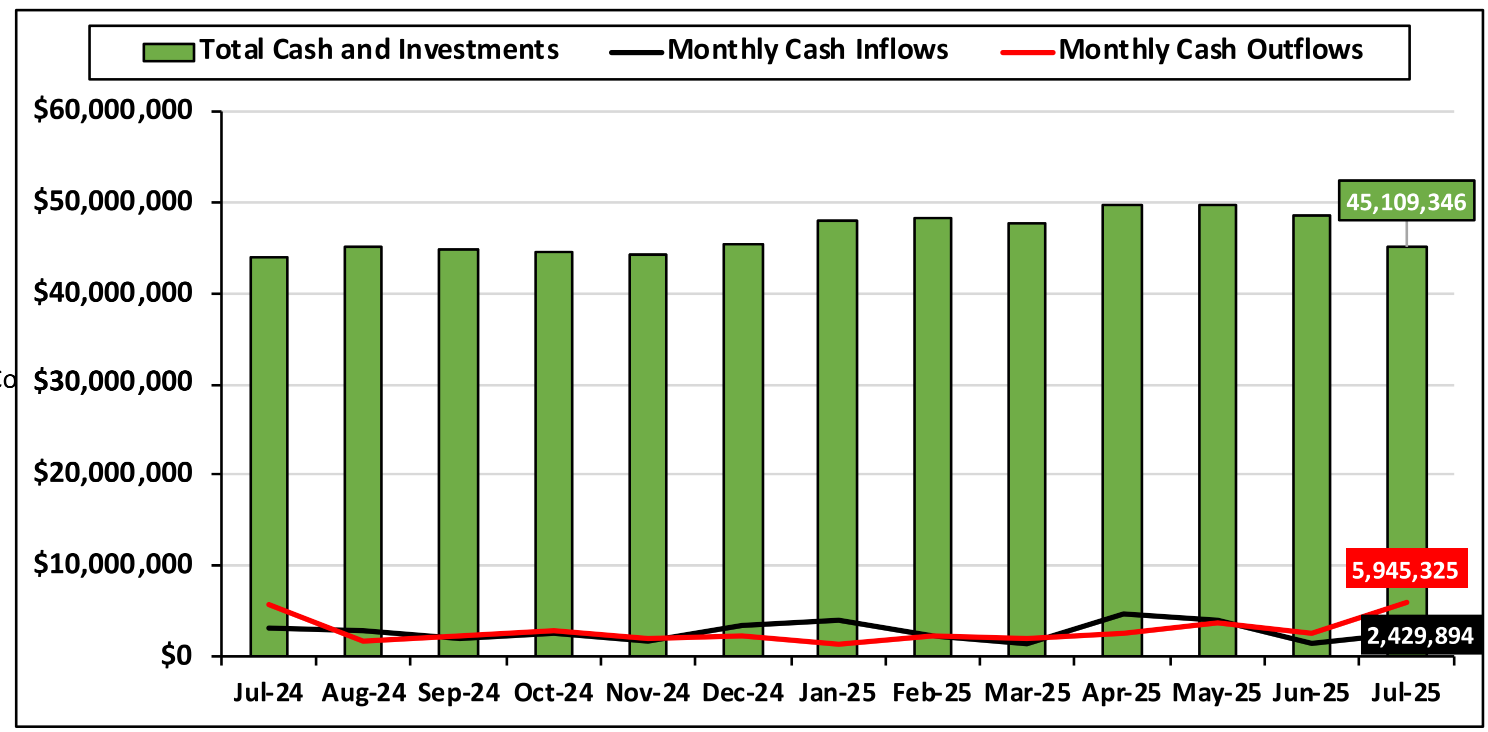
Completed 8/22/25

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

Month Ended July 31, 2025

MONTHLY ACTIVITY	Bank*	LAIF*	Total
Beginning Balance (7/01/2025)	$4,433,507	$44,191,270	**$48,624,777**
Cash Inflows			
Receipts	$1,945,675	$484,218	**$2,429,894**
Transfers In	$4,000,000	$0	**$4,000,000**
Total Cash Inflows	$5,945,675	$484,218	**$6,429,894**
Cash Outflows			
Disbursements	$5,945,325	$0	**$5,945,325**
Transfers Out	$0	$4,000,000	**$4,000,000**
Total Cash Outflows	$5,945,325	$4,000,000	**$9,945,325**
Net Activity	$350	($3,515,782)	**($3,515,431)**
Ending Balance (7/31/2025)	**$4,433,857**	**$40,675,489**	**$45,109,346**

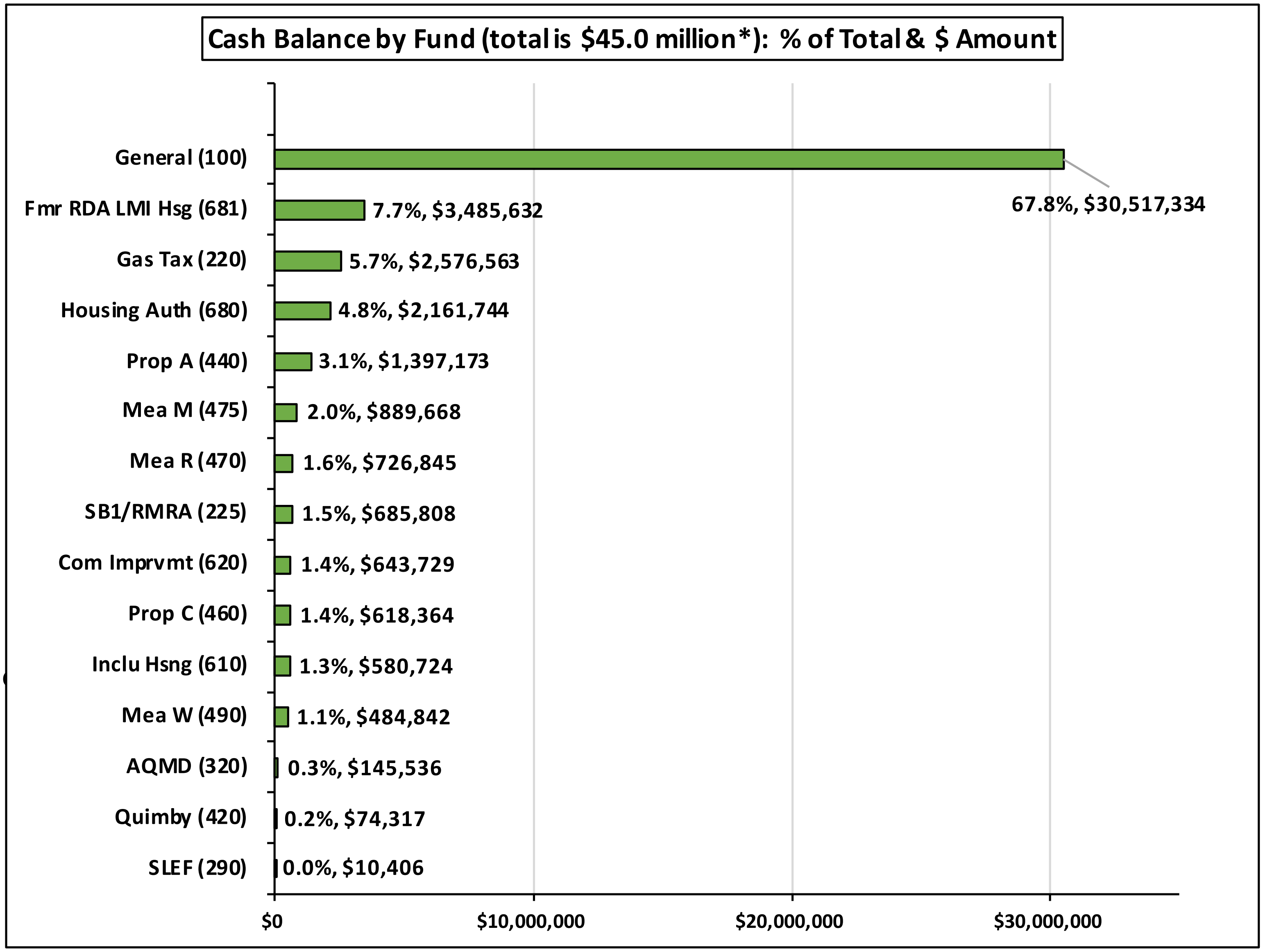


*The "Bank" balance refers to the balance in the City's primary checking account. The "LAIF" balance refers to the City's investment balance with the Local Agency Investment Fund, which is part of the State of California's Pooled Money Investment Account and administered by the California State Treasurer.

CITY OF DUARTE

Treasury Report - Cash Balance by Fund

Month Ended July 31, 2025



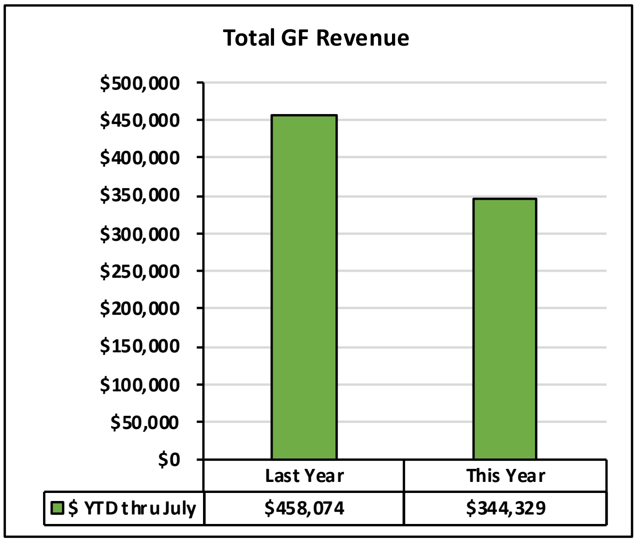
*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to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

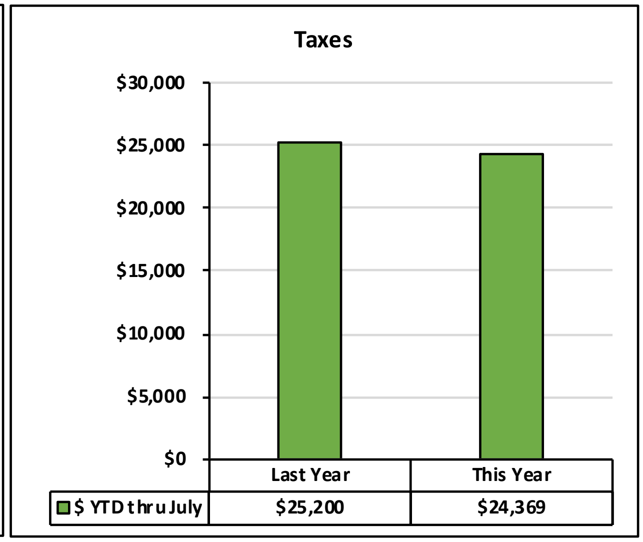
**Funds with zero or negative cash balances are not shown above. Those with negative balances are offset against the General Fund cash balance.

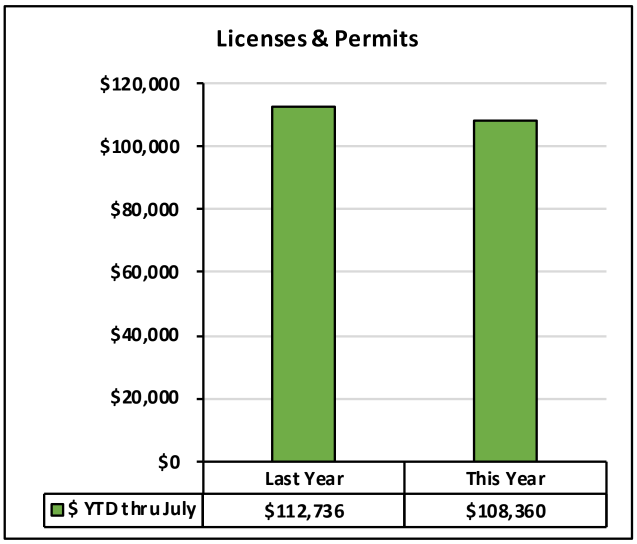
CITY OF DUARTE

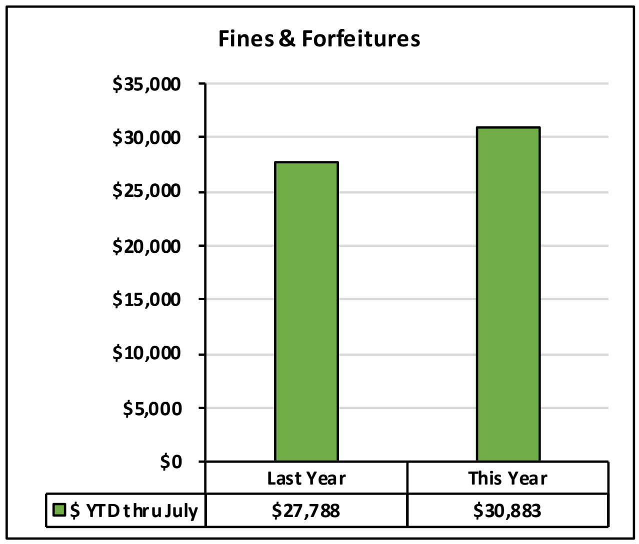
General Fund Revenue by Category & Major Sources

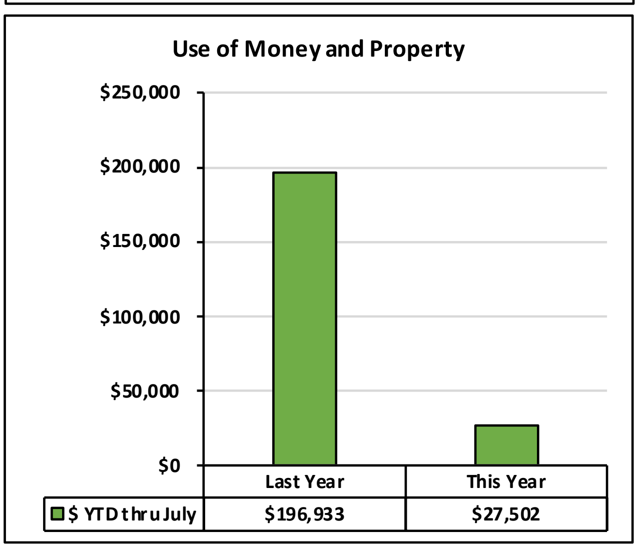
FY 2025-26 Year-to-Date Through July versus Prior Year

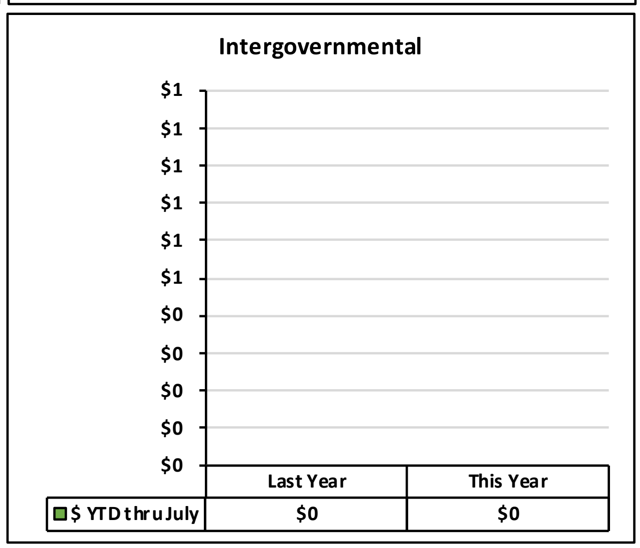








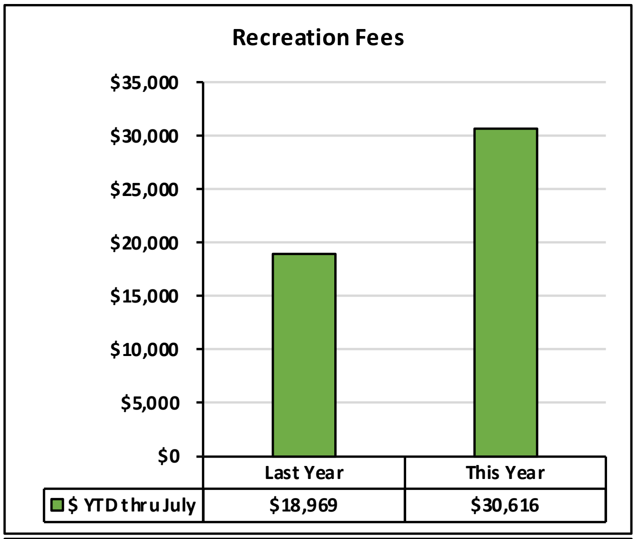


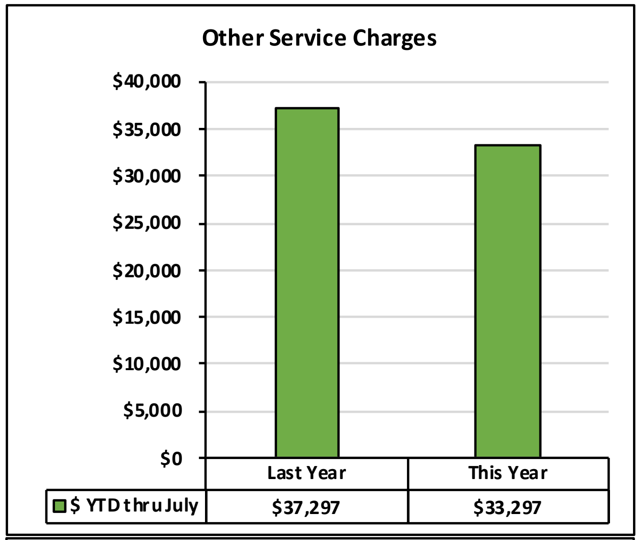


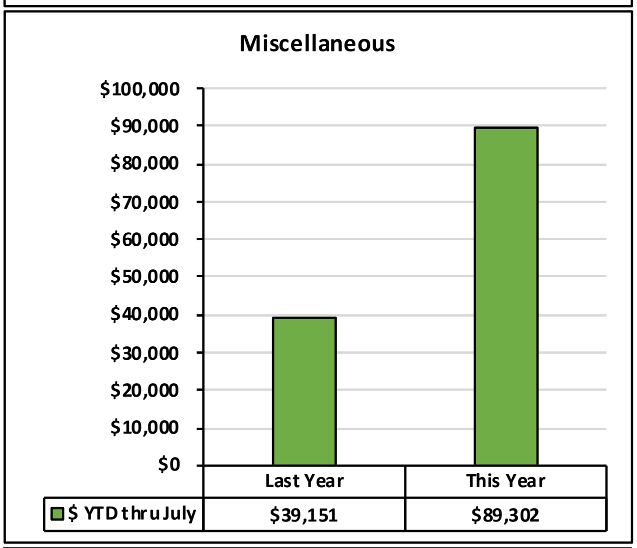
CITY OF DUARTE

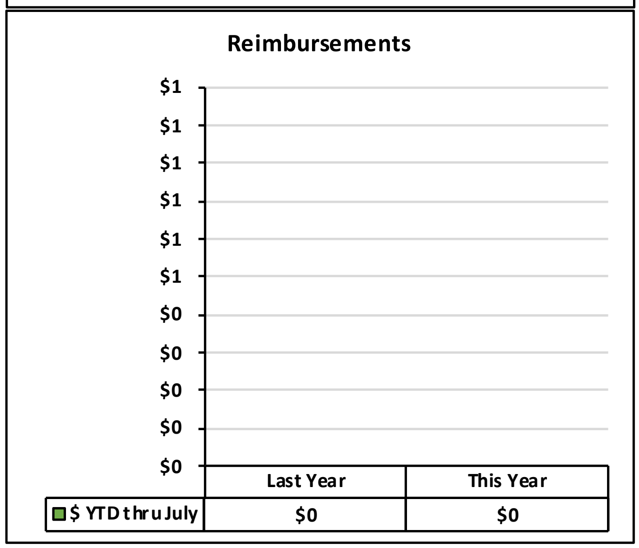
General Fund Revenue by Category & Major Sources

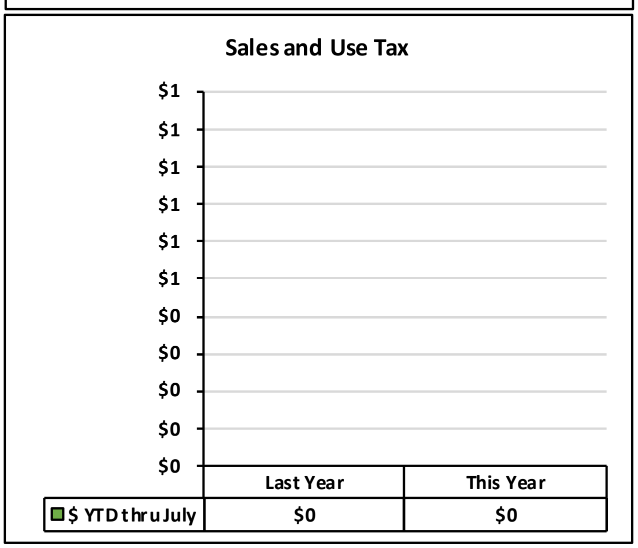
FY 2025-26 Year-to-Date Through July versus Prior Year

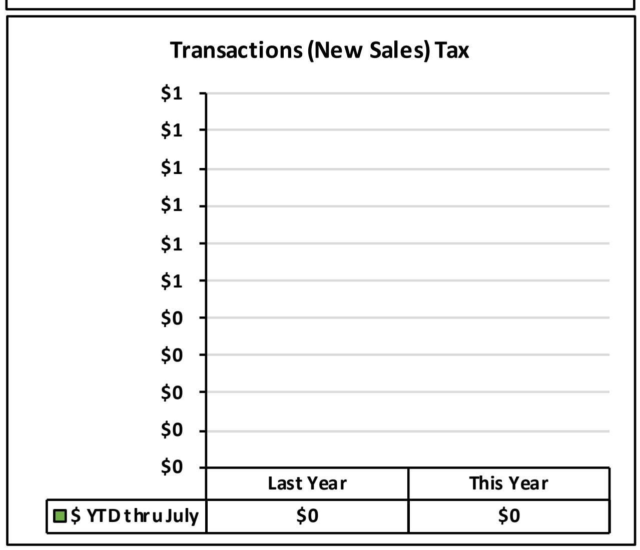








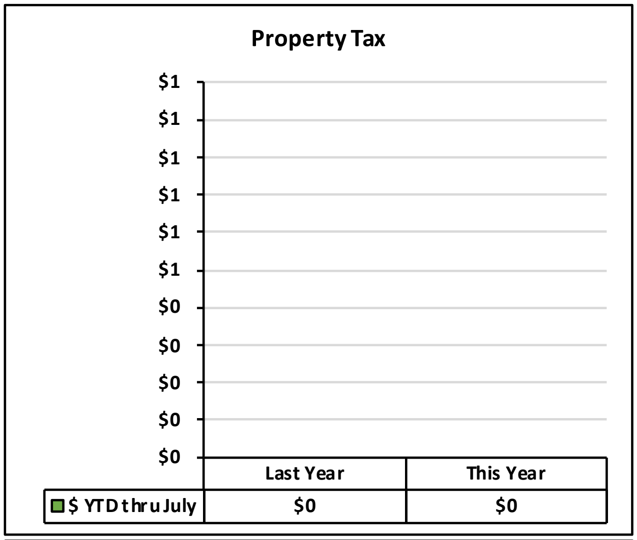


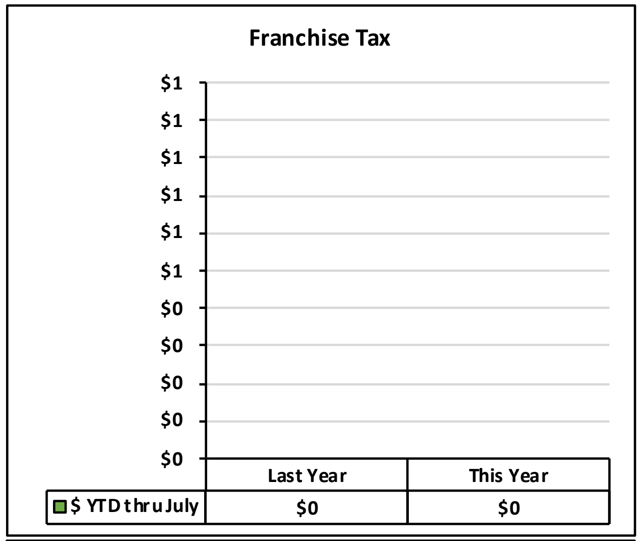


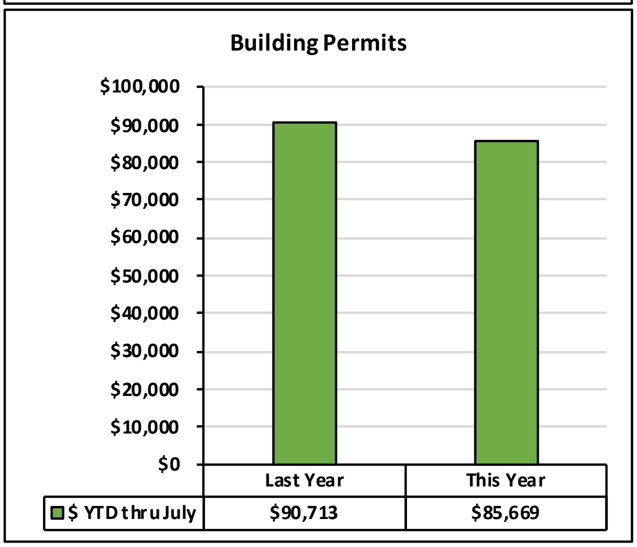
CITY OF DUARTE

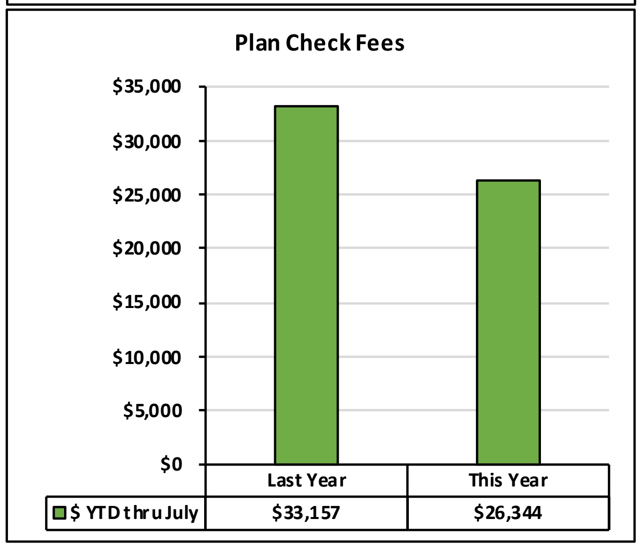
General Fund Revenue by Category & Major Sources

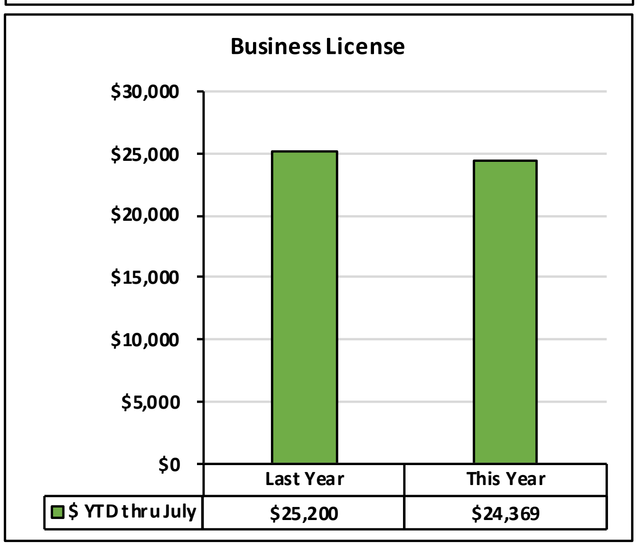
FY 2025-26 Year-to-Date Through July versus Prior Year

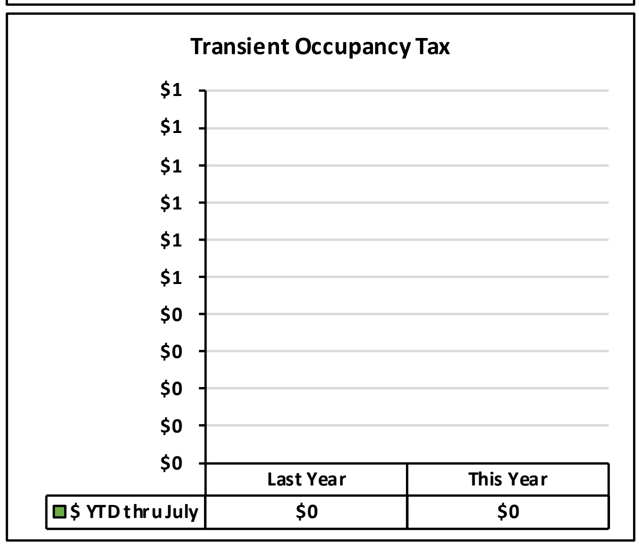








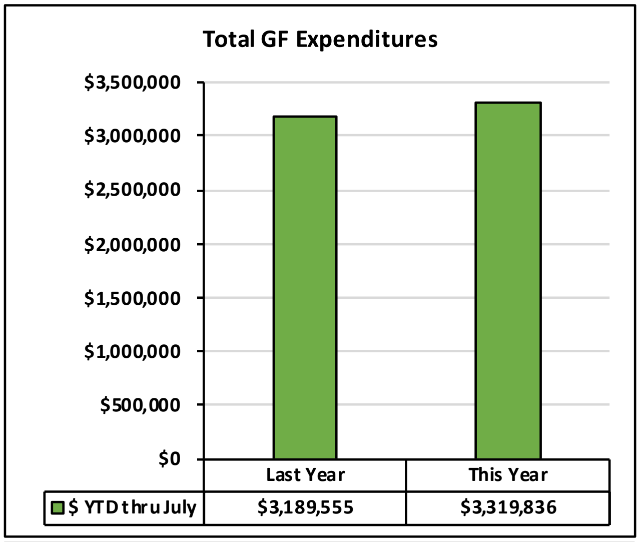


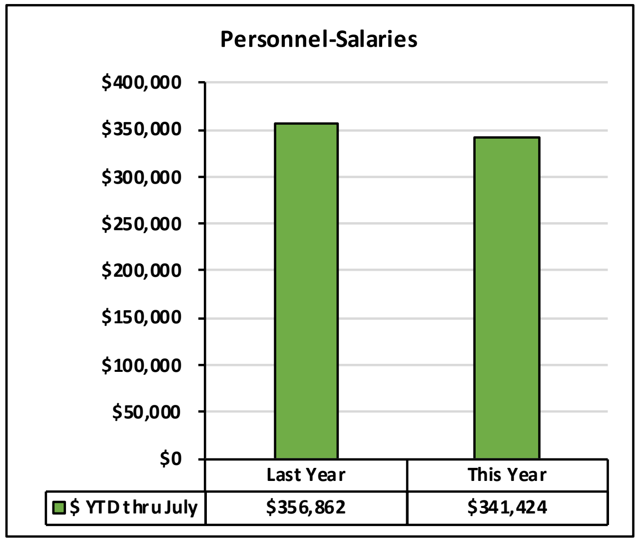


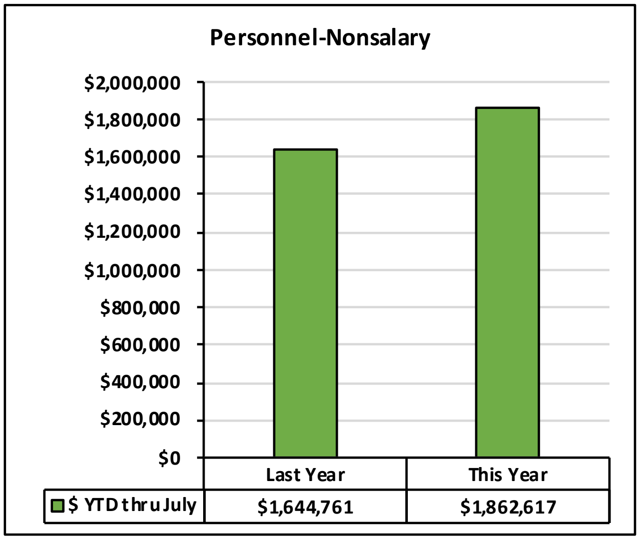
CITY OF DUARTE

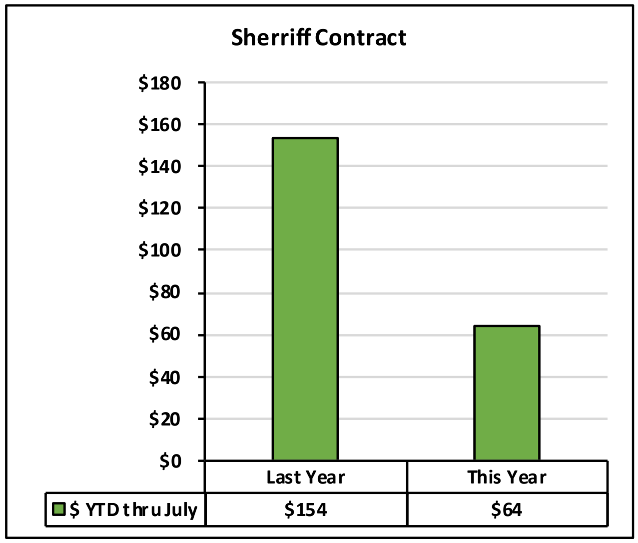
General Fund Expenditures by Category & Division

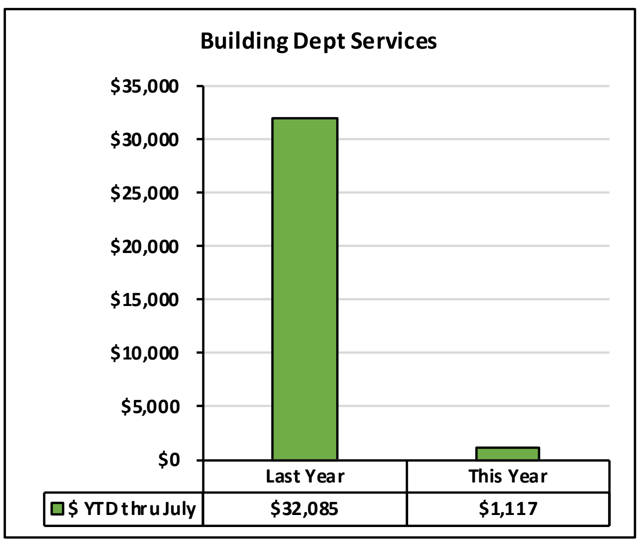
FY 2025-26 Year-to-Date Through July versus Prior Year

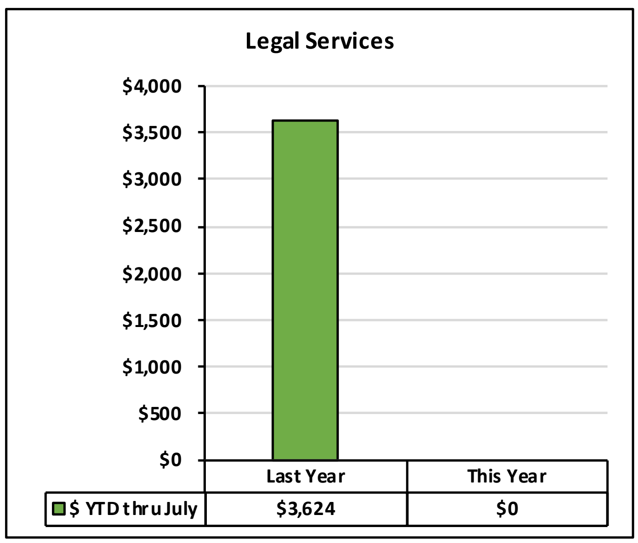








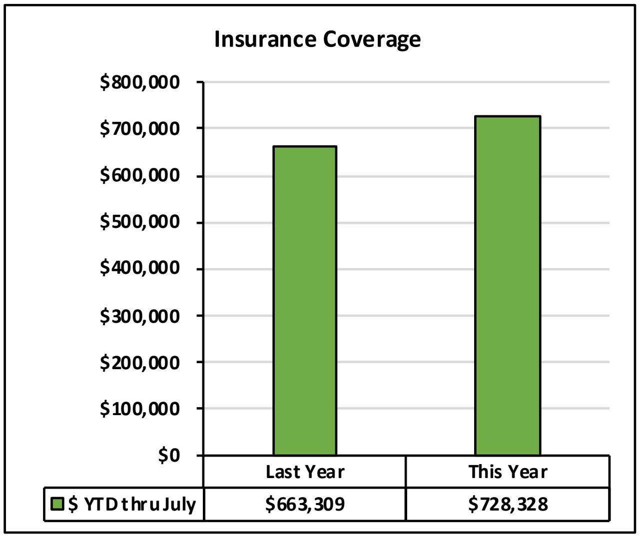


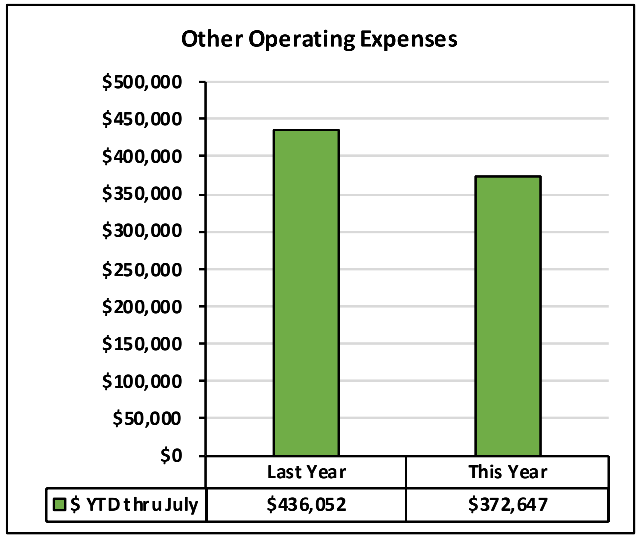


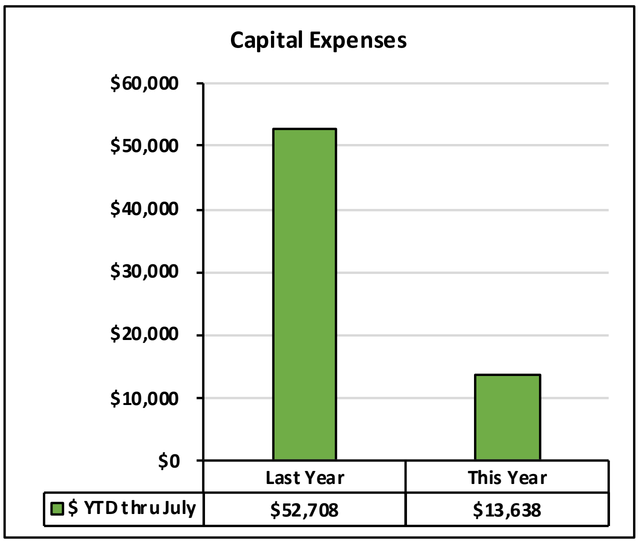
CITY OF DUARTE

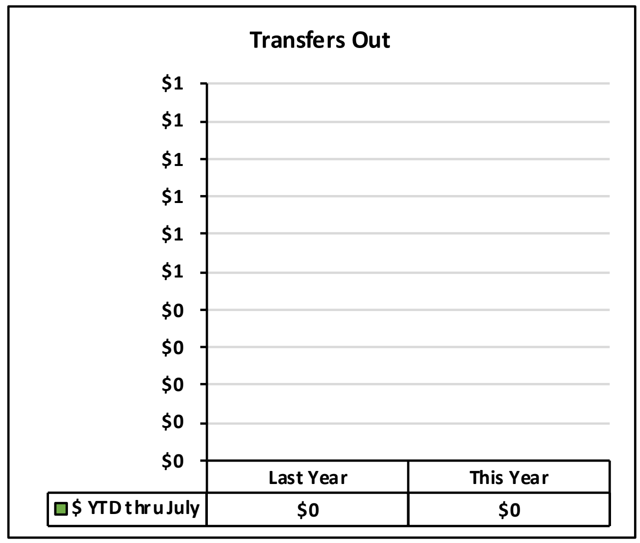
General Fund Expenditures by Category & Division

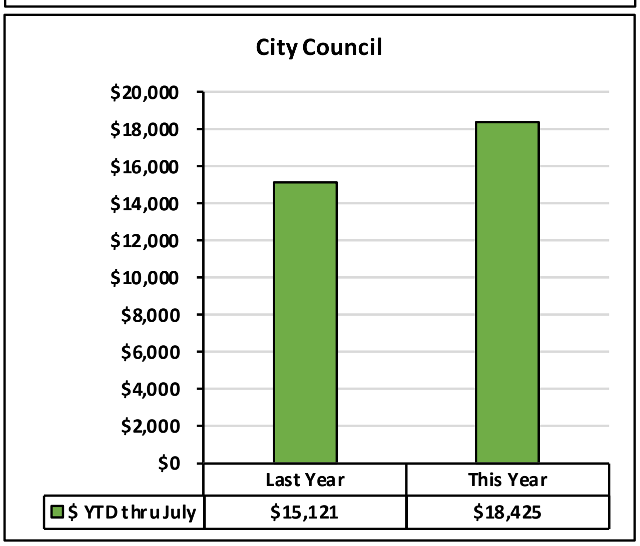
FY 2025-26 Year-to-Date Through July versus Prior Year

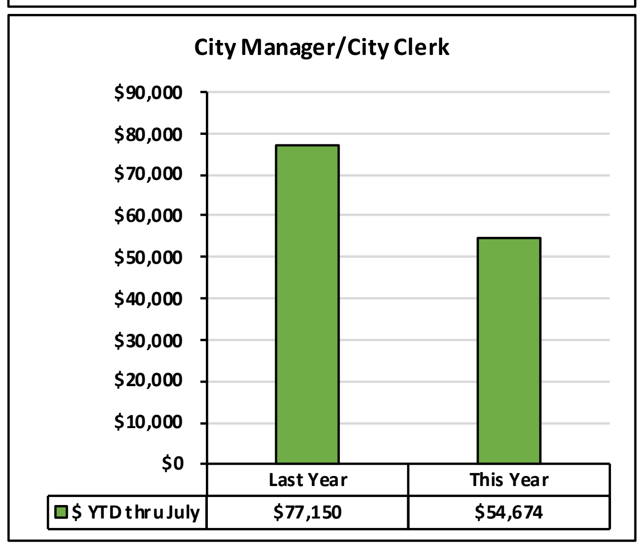


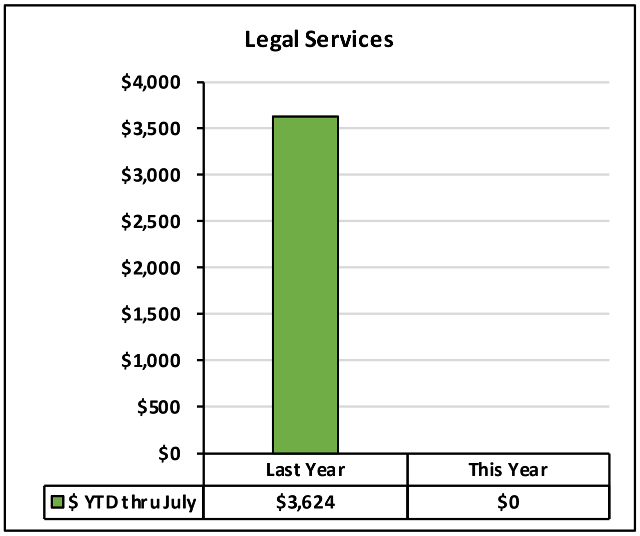


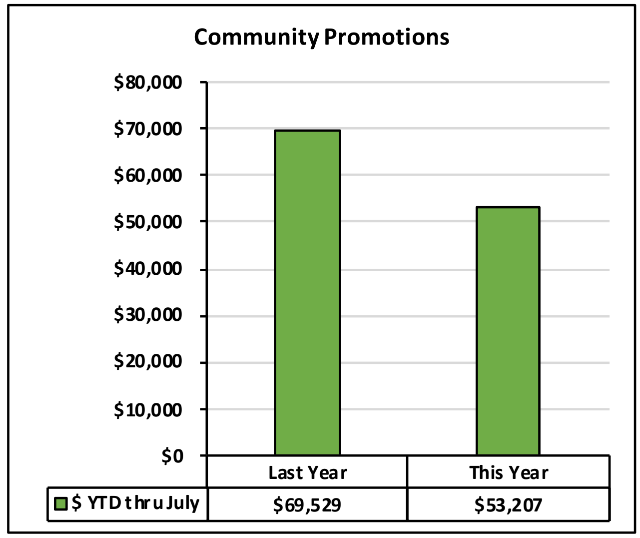


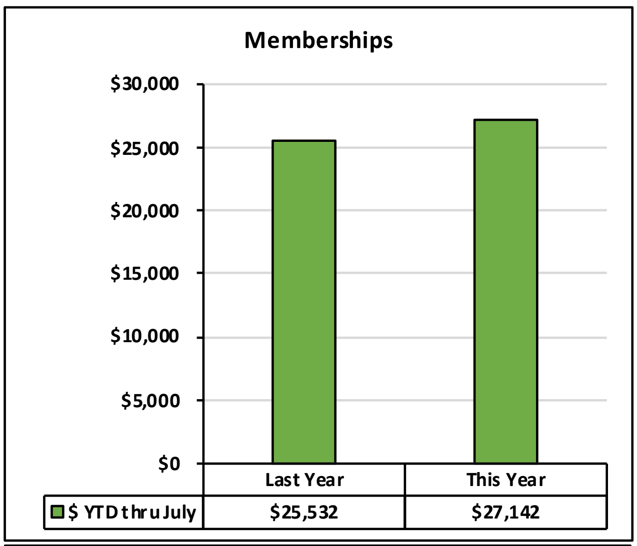


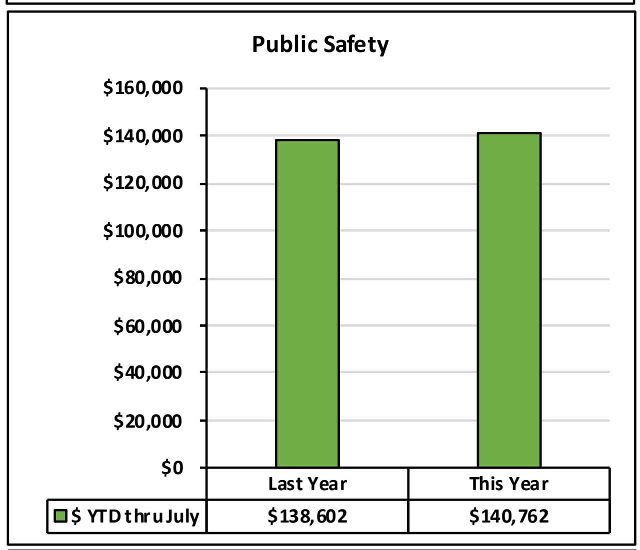


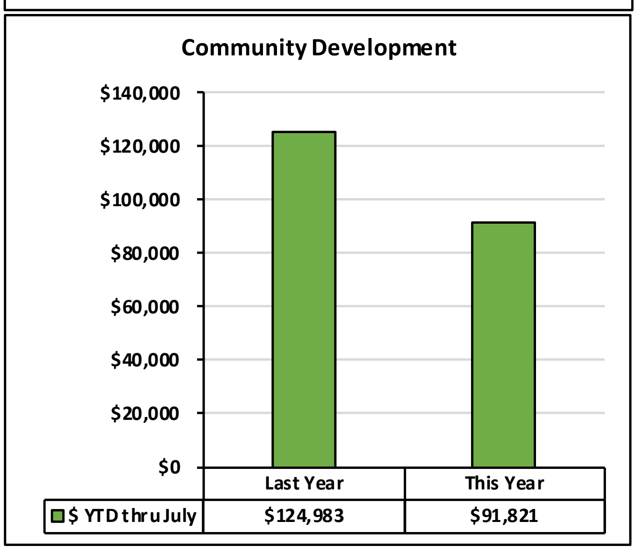


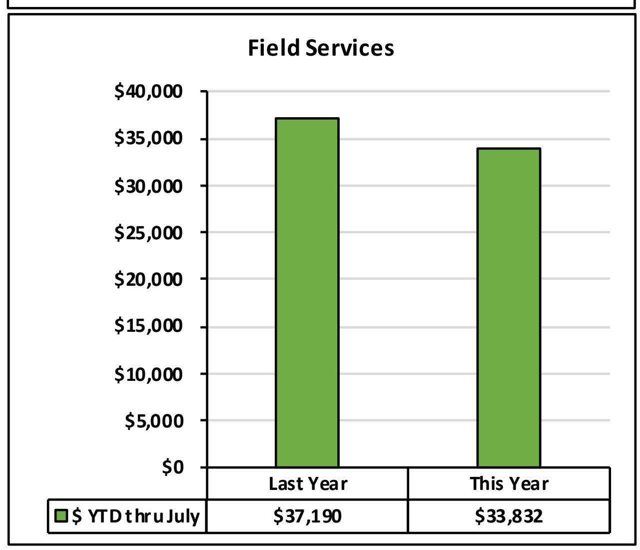

Legal Services
$4,000
$3,500
$3,000
$2,500
$2,000
$1,500
$1,000
$500
$0
Last Year
This Year
$ YTD thru July
$3,624
$0


Community Promotions
$80,000
$70,000
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$0
Last Year
This Year
$ YTD thru July
$69,529
$53,207


Memberships
$30,000
$25,000
$20,000
$15,000
$10,000
$5,000
$0
Last Year
This Year
$ YTD thru July
$25,532
$27,142


Public Safety
$160,000
$140,000
$120,000
$100,000
$80,000
$60,000
$40,000
$20,000
$0
Last Year
This Year
$ YTD thru July
$138,602
$140,762

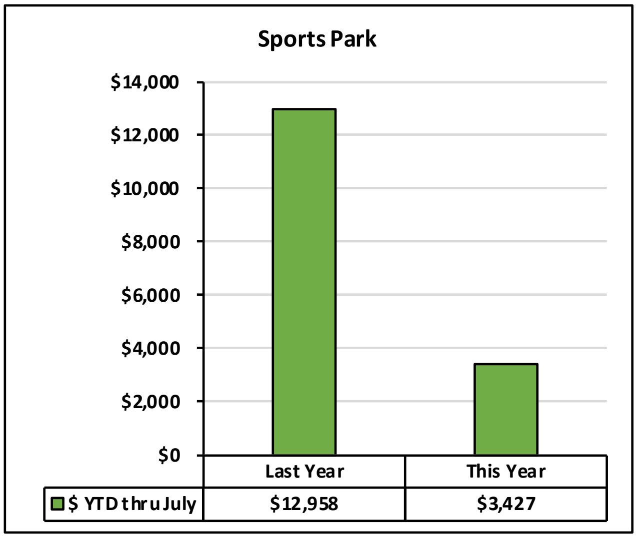

Community Development
$140,000
$120,000
$100,000
$80,000
$60,000
$40,000
$20,000
$0
Last Year
This Year
$ YTD thru July
$124,983
$91,821

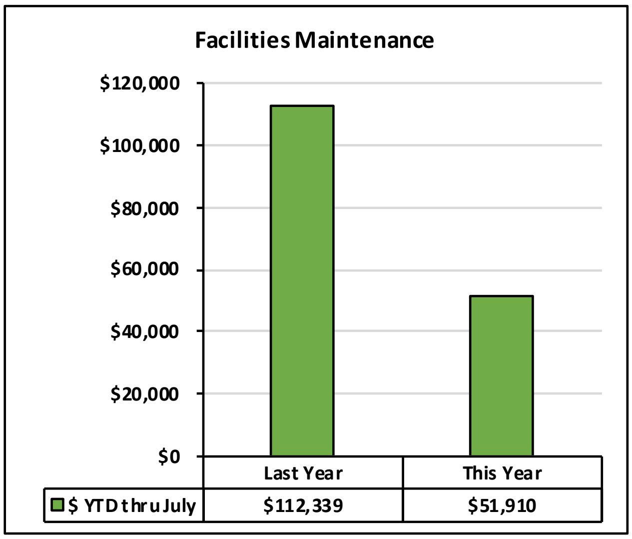

Field Services
$40,000
$35,000
$30,000
$25,000
$20,000
$15,000
$10,000
$5,000
$0
Last Year
This Year
$ YTD thru July
$37,190
$33,832

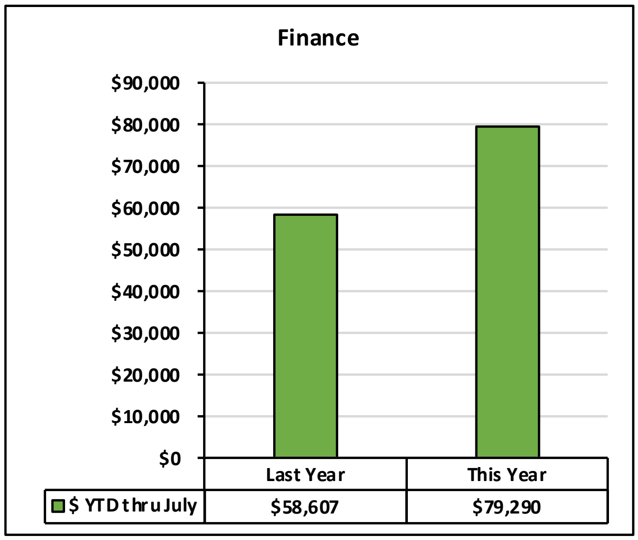
CITY OF DUARTE

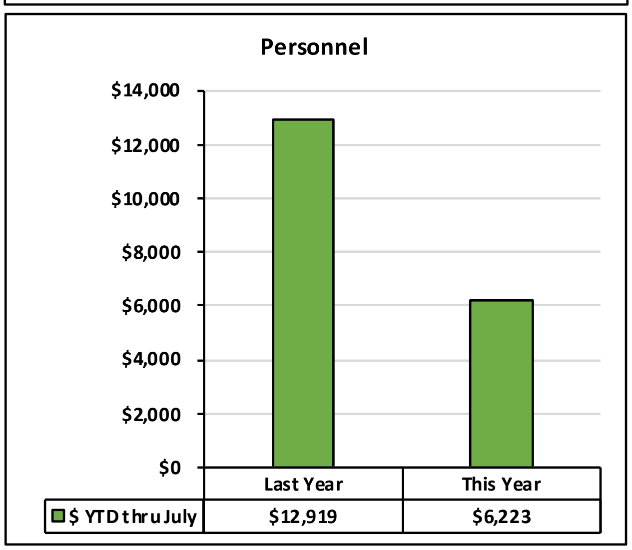
General Fund Expenditures by Category & Division

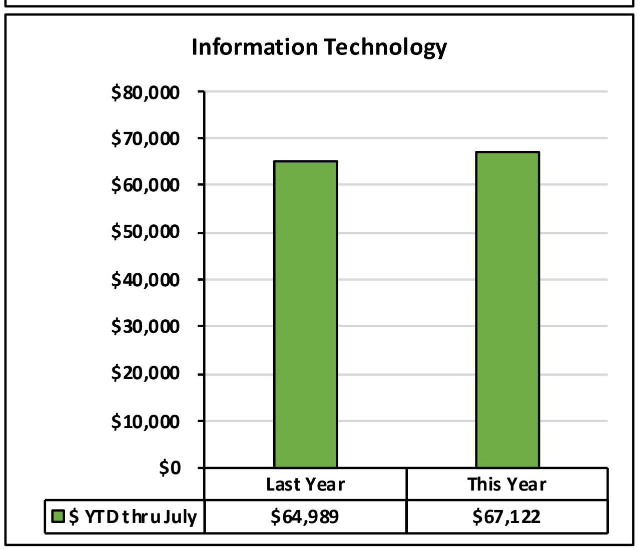
FY 2025-26 Year-to-Date Through July versus Prior Year







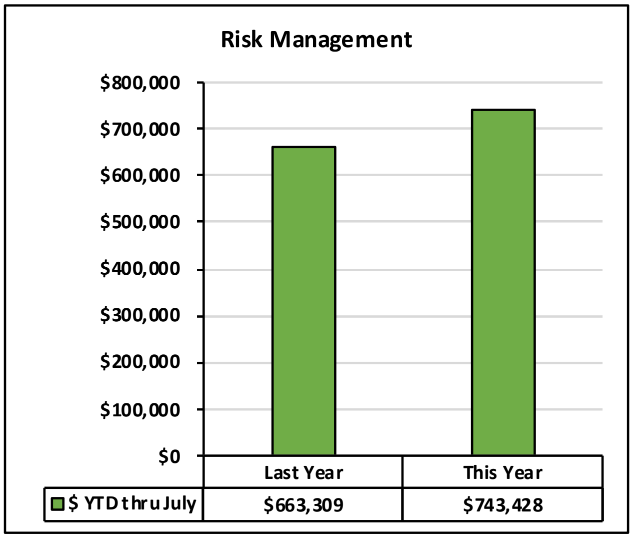


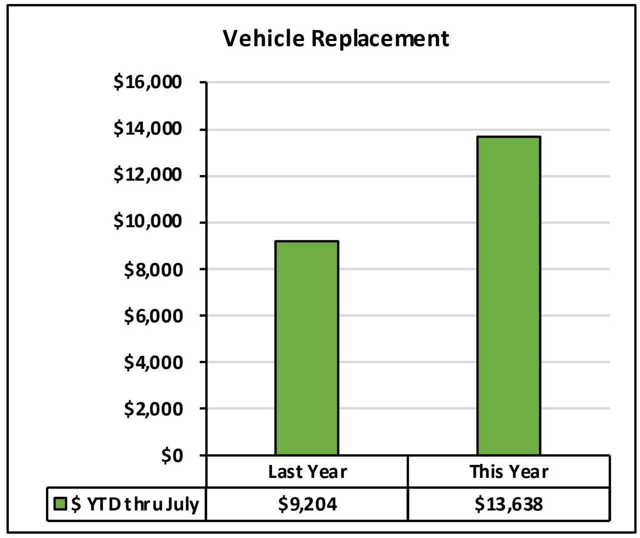


CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2025-26 Year-to-Date Through July versus Prior Year





CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund

FY 2025-26 Year-to-Date Through July

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	24,640,481	344,329	0	3,319,836	0	(2,975,507)	21,664,973
220	Gas Tax	2,149,582	0	0	1,500	0	(1,500)	2,148,082
225	SB1/RMRA	842,668	0	0	0	0	0	842,668
240	Lghtng & Lndscpng	71,945	0	0	51,160	0	(51,160)	20,786
260	CDBG	0	0	0	0	0	0	0
270	PAEG	41,268	0	0	0	0	0	41,268
290	Supp Law Enfrcmnt	0	0	0	0	0	0	0
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	150,835	0	0	3,106	0	(3,106)	147,729
400	Park Development	(18,808)	0	0	0	0	0	(18,808)
420	Quimby	68,861	0	0	0	0	0	68,861
440	Prop A	948,893	54,939	0	7,719	0	47,220	996,113
460	Prop C	260,957	45,570	0	4,803	0	40,767	301,724
470	Mea R	652,248	34,174	0	0	0	34,174	686,421
475	Mea M	1,081,960	38,790	0	0	0	38,790	1,120,750
490	Mea W	342,985	0	0	0	0	0	342,985
520	Town Cntr Debt Serv	0	0	0	0	0	0	0
521	Infra Mod Debt Srv	0	0	0	0	0	0	0
610	Inclusionary Hsng	538,092	0	0	0	0	0	538,092
620	Community Impr	811,851	0	0	257,868	0	(257,868)	553,983
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,053,300	0	0	11,604	0	(11,604)	2,041,696
681	Fmr RDA L/M Hsg	4,100,079	0	0	0	0	0	4,100,079
Total - All Funds		**38,737,195**	**517,802**	**0**	**3,657,596**	**0**	**(3,139,794)**	**35,597,401**

COMMUNITY DEVELOPMENT
STATUS REPORT
September 2025

PROJECT/PROGRAM	STATUS
DEVELOPMENT	
Vallarta Supermarket (1740 Mountain Ave.)	Vallarta Supermarket has signed a lease with the property owner to move into the former Best Buy building. Vallarta has over 60 supermarkets in California and is expanding quickly. The process of opening the new store will take several months because major internal improvements are needed. Permits have been issued for upgrades to the building shell that includes a façade change. A tenant improvement plan for interior upgrades is being developed by Vallarta. Staff is working closely with the construction team to ensure a smooth process.
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. Utility plans are still in process and the development team is working on resolving easement issues. Building permits were issued in December. The applicant initially stated that construction would start in March 2025. Staff was recently informed that the bank would not fund the construction loan because of the cost of subterranean parking. Project approvals will expire in October. The applicant was encouraged to consider redesign and going through a new approval process.
Andres Duarte School	This is a Duarte Unified School District (DUSD) project which entails the development of the Andres Duarte School site. The proposed project, at 1433 Crestfield Avenue, is for the construction of 169 townhome units and renovation of Otis Gordon Park. The entitlements required are a: general plan amendment, zone change, parcel map, planned development permit and site plan and design review. The Parks & Recreation Commission reviewed the concept for the Otis Gordon Park rebuild at its September 2024 meeting. The Draft EIR was released for public comment on June 16. That opens a 45 day public comment period. The Planning Commission hearing was held on August 18. There will be a public hearing at the September 23 City Council meeting.
805 Highland Ave.	Plans have been submitted for a renovation and earthquake retrofit of the historic building at 805 Highland Avenue. This is

PROJECT/PROGRAM	STATUS
	a complicated project and may take some time, but it will preserve a local historic resource.
1501-1525 Huntington Dr.	The development plan for the properties is moving forward. The Town Center Specific Plan requires that these properties be developed together and that requirement has proven to be successful. The developer plans for some type of mixed use product for the property and is now considering various options. Staff recently met with the development team to discuss development options and the City process. The developer plans to move forward in the next few months with an application for development.
Former Nissan Dealership	The Nissan dealership on the northeast corner of Buena Vista Street and Central Avenue has permanently closed. Staff recently met with the new owner to discuss possible development of the site.
2400 Huntington Drive	The City's Housing Authority owns the property at 2400 Huntington Drive and has recently entered into an Exclusive Negotiating Agreement with Jamboree Housing to work on a plan for property sale and development. The City Staff is working with the San Gabriel Valley COG and the San Gabriel Valley Regional Housing Trust on possible financial assistance for the development.
1404-1414 Royal Oaks Drive	Shuorung Properties LLC filed an application to construct 11 townhomes on the property at 1404-1414 Royal Oaks Drive, currently two single family homes. This requires environmental, a general plan amendment, zone change and design review. The environmental process has started and the hearing process will start when it is completed.
1401 Santo Domingo	A 20 unit townhome development was approved for the property. The property was sold to a new owner that plans to develop the site. Plans have been submitted for plan check.
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 has awarded an Exclusive Negotiating Agreement to Jamboree Housing. The plan is for a development with between 100-120 units of multi-generation housing. There is currently no schedule for development.

PROJECT/PROGRAM	STATUS
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. Staff has been working with a commercial broker team with the goal of spurring activity. The City has hired an Architect and Engineer to develop a detailed concept plan for façade and parking lot upgrades to the center. The City has approved an Exclusive Negotiating Agreement with Red Mountain, one of the owners in the center, to work toward the sale of the City's corner property. The goal is for the owner to assist the City in coordinating all the property owners to participate in a comprehensive improvement of the entire center as a part of the development plan.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: The PRO (pathology, radiology and oncology) building was recently approved. It is located in the central portion of the campus to the east of the former Heritage Park. As a part of construction, the campus circulation plan that as a part of the specific plan will also be completed. The Specific Plan requires that a Parking Analysis be completed every five years and that analysis is currently in process. Fehr & Peers a traffic and parking consultant is working with the City to complete that analysis. It should be completed by the end of the year. The results will be used to determine the on-site parking requirements.
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 Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.
928 Huntington Dr.	A 16-unit apartment development has been approved for the property. Permits have been issued. Grading started but the project was put on hold by the owner.
<u>PUBLIC WORKS</u>	
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. Construction began in late June and was expected to take about

PROJECT/PROGRAM	STATUS
	three months. However, the project recently slowed as a result of unexpected delays in working with Metro.
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. The project will go out for bid in Fall 2025.
Encanto Park Infiltration Project	As a member of the Rio Hondo/San Gabriel River Watershed Management JPA a water infiltration project is being proposed at Encanto Park. The plan is to locate the structure in the park area under the soccer field. The design is at about 90% and the JPA is working on developing a budget. A presentation to the City Council from the JPA is scheduled for September 9. The JPA will also have a booth at the City Picnic and present the proposed project to the community.
Pops Road Parking Lot	The first phase of the Pops Road parking lot upgrade is mostly completed. The second phase will include landscaping and parking lot lighting.
Lena Valenzuela Park	Security lighting upgrades are in process at the park and will be completed in the next few weeks.
Buena Vista Street Banner Pole Replacement	Replacement of the street banner poles is scheduled for action by the City Council at its September 9 meeting. If approved, the poles can be ordered and production and installation should be completed by the end of the year.

City of Duarte

PARKS AND RECREATION
STATUS REPORT
September 2025

PROJECT/PROGRAM	STATUS
CAPITAL IMPROVEMENT PROJECTS	
Teen Center Outdoor Boxing Patio Extension	The construction documents for the Teen Center Outdoor Boxing Patio Extension are currently at 90% complete and are under final review by RKA. The project is an extension of the Center with an enclosed outdoor condition patio at the east end of the building and will be shaded and equipped with sports-related gear for program participants utilization. Upon approval, the project will then go out for public bid.
SPECIAL EVENTS	
Registration for Fall Recreation Classes & Excursions	Registration for fall recreation classes and excursions is now open and live on the City's website. To view a complete list of our fall recreational offerings and special events, visit CityofDuarte.CA.GOV and then click on the "City News" icon at the top of the page. Classes will begin the week of Monday, September 29 and run through the end of November.
Senior Center Concert and Dance	On September 12, the Senior Center will be hosting a special concert and dance from 5 – 7 PM, featuring the Susie Hansen Latin Band! Entry fee is $10 for a resident and $15 non-resident. Registration can be done online or at the door.
Fall Planting Workshop	Join us at the Duarte Community Garden on Saturday, September 20 for our first Community Workshop on Fall Planting! This free workshop is open to the community and will take place from 9 to 11 AM at Tzeitel Paras-Caracci Park. Attendees will also receive free plants, while supplies last.
Celebrate Duarte's 68th Anniversary	To celebrate Duarte's 68th year of incorporation, on September 27 the Department will host its Annual City Picnic, following the Route 66 Parade, at Encanto Park from 11 AM – 2 PM. The event will include live music/entertainment by *The Company Band* and DJ Phil. There will also be plenty of food and informational booths on-hand, a beer garden, a Route 66 Classic Car Show, family friendly activities, and some celebration surprises! For more information or to register for the car show, contact the Parks and Recreation Department at (626) 357-7931.

Agenda Item: **9.H.**

AGENDA REPORT

MEETING DATE:	September 9, 2025
TO:	Mayor and Members of the City Council
BY:	Craig Hensley, Community Development Director
SUBJECT:	Approve purchase of new Buena Vista Street banner system from Colonial Flag and pole installation contract with FS Contractors
RECOMMENDATION:	That the City Council approve the purchase of new Buena Vista Street banner system from Colonial Flag for $44,178. Award the bid for installation to FS Contractors for $25,750 and approve a project contingency amount of 10% for a total project cost of $77,000
FISCAL IMPACT:	This item was included in the 2025-2026 Fiscal Year Budget and was estimated at $90,000. The total price will be less than the budget estimate. The total fiscal impact for the project will be $77,000

BACKGROUND

In January 2025, the street banner on Buena Vista, near the Teen Center, was destroyed in a windstorm. When the damage was investigated, it was found that the poles could not be repaired. The poles and foundation were determined to be a hazard.

Staff researched several options and found that Colonial Flag offered a quality banner system with a proprietary pully system that allows access from the side of the street. The pole system is heavy duty steel and will accommodate a 4’ x 40’ banner.

The poles will be 28’ high and will have a minimum of 17’ clearance to ensure an adequate separation from traffic. This portion of Buena Vista Street is 80 feet wide and the proposed pole system has been engineered to meet that span.

DISCUSSION/ANALYSIS

Colonial Flag has built similar street banners across the United States and provides a quality product. The system can accommodate electrical so that the banner area can be used for holiday lighting in the future, if the City chooses.

Example Banner

While Colonial Flag manufactures the poles and banner system, they are an out of state company and do not perform the installation, although part of the purchase is to send certified staff to the site to monitor installation.

For the installation, Staff requested bids and received three bids. The bids were as follows:

FS Contractors	**$25,750.00**
California Street Lighting	$38,250.00
TVR Construction Engineering	$43,700.00

FS Contactors has done work for the City in the past and performed an excellent job. FS Contractors will remove the old remaining banner pole, the pole foundations and install the new banner poles.

<u>RECOMMENDATION</u>
That the City Council approve the purchase of new Buena Vista Street banner from Colonial Flag for $44,178. Award the bid for installation to FS Contractors for $25,750 and approve a project contingency amount of 10% for a total project cost of $77,000.

<u>FISCAL IMPACT</u>
This item was included in the 2025-2026 Fiscal Year Budget and was estimated at $90,000. The total price will be less than the budget estimate. The total fiscal impact for the project will be $77,000.

<u>ATTACHMENTS</u>
A. Colonial Flag Invoice
B. FS Contractors Contract

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Quote

COLONIAL FLAG
Flagpoles · Custom Flags · Vinyl Banners

Quote Number: QT-15696/1	**Quote Date:** 06/12/2025	**Quote Valid Until:** 09/18/2025	**Customer Number:** 00-0058113
Salesperson: 00-SW:Stacy Zymola	**Terms:** CREDIT CARD	**Ship Via:** OTHER	**RFQ Reference:**

Bill To:
City of Duarte
1600 Huntington Drive
Duarte, CA 91010 USA

Ship To:
City of Duarte
1600 Huntington Drive
Duarte, CA 91010 USA

Confirm To:
Craig Hensley
626-357-7931

Qty	Unit	Item #	Description	Unit Price	Total
1	EACH	BANNERCSHDWRE	Banner Cable System Kit ** Fabricated from schedule 40 steel / 12"diameter poles / straight shaft / overall length 28' / Exposed height 28' / system-span is 80' / banner will be 3' tall x 40' long, Adjust the Dog Ears accordingly during fabrication / minimum banner clearance is 18' / first banner is included with the purchase of this system / Powder Coat Color is TBD - Price includes anchor and breakaway bolts and an electrical conduit built in	$ 35,900.00	$ 35,900.00
2			*Bolt Flange Shoe Base Adder / 24" Diameter / 20" bolt center to Center	$ 0.00	$ 0.00
2			1" thick base Plate to receive 1" Bolts	$ 0.00	$ 0.00
16	EACH	1/4 NUT EYE	1/4 in nut eye breakaway	$ 0.00	$ 0.00
16	EACH	BRKWYBOLT	BREAK A WAY BOLTS	$ 0.00	$ 0.00
			Conduit needs to be ran through pole for electrical wiring / covered hand hole door		
			//		
1			Consulting Fee - 2 people will travel to install site and consult on proper installation	$ 5,000.00	$ 5,000.00
			//		
1			3' tall x 40' wide Vinyl Banner / Double-Sided	$ 0.00	$ 0.00
			- Freight is not included currently - will need to get a freight quote		

Quote

COLONIAL FLAG
Flagpoles · Custom Flags · Vinyl Banners

Qty	Unit	Item #	Description	Unit Price	Total
			- A customer information Net30 Form must be filled out and a minimum 50% deposit is required		
			- Lead time is approximately 8 weeks from the time an order is placed		

Subtotal:	$ 40,900.00
Estimated Freight:	$ 3,278.00
Estimated Sales Tax:	$ 0.00
Total:	**$ 44,178.00**

SALES AGREEMENT: With my signature, I certify this quotation/sales order represents my desire to purchase these products/services from Colonial Flag. I am authorized to execute this binding agreement and have read and agreed to comply with the following Terms & Conditions: This quotation/sales order is subject to final price verification and payment arrangements. 50% deposit is required on all custom jobs. Cancelled orders may incur a 20% restocking fee. Custom products are non-returnable and non-refundable. Install jobs may incur additional charges if ground conditions are extreme. Permits/Engineering is an additional cost (if required). Delivered product must be inspected immediately upon receipt. Failure to notify Colonial Flag of any quality or quantity dispute within 2 business days of receipt constitutes a complete waiver of any dispute. Shipping, handling and applicable sales tax added to final invoice. Expedited shipping is available for an additional charge. QUOTES VALID FOR 30 DAYS.

CITY OF DUARTE
AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES

THIS AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES ("**Agreement**"), made and effective as of ___________ ("**Effective Date**"), by and between the City of Duarte ("**City**"), and **FS Contractors, Inc**., a [California corporation], ("**Contractor**"). Contractor and the City are hereafter together referred to as the "**Parties**" and each individually as a "**Party**." In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS.

This Agreement is made and entered into with respect to the following facts:

A. That City desires to obtain through Contractor the work set forth and described in the Scope of Work attached hereto as Exhibit A and incorporated herein by this reference ("**Contractor Services**").

B. That Contractor represents to the City that Contractor is well qualified to perform the Contractor Services by reason of Contractor's training, expertise, experience, and background.

C. That the public interest, convenience, and necessity require that City obtain the Contractor Services upon the terms and conditions set forth herein.

D. That City and Contractor mutually desire to enter into this Agreement for the provision of the Contractor Services by Contractor for and on behalf of City, in accordance with the terms and conditions set forth herein.

2. SERVICES AND WORK

A. Provision of Contractor Services. During the term of this Agreement, Contractor shall provide the Contractor Services as set forth in Exhibit A. Time is of the essence for this Agreement.

B. Additional Services. If City desires to add additional work, services, work locations, or service locations not specifically described in Exhibit A ("**Additional Services**"), City shall notify Contractor thereof at least thirty (30) days in advance of the time such Additional Services shall commence. Contractor shall perform such Additional Services, and compensation for the work performed shall be paid by City in accordance with the Budget and Fee Schedule attached hereto as Exhibit B and incorporated herein by this reference, or as otherwise may be agreed in writing by City and Contractor. It is expressly understood by Contractor that the provisions of this Subsection 2(B) shall not apply to work specifically set forth in Exhibit A or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the work to be performed as included in Scope of Work may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation. Unless contradictory of this Subsection 2(B), all provisions in this Agreement applicable to Contractor's performance of the Contractor Services shall also apply to the Additional Services.

C. Standard of Performance. In performing the Contractor Services, Contractor shall use the skill and care that a highly specialized professional with significant expertise in the field would use under similar circumstances. To the extent that Contractor retains subcontractors to perform any portion of any of the Contractor Services, Contractor has a duty to City to ensure that the tasks, work, and services performed by such subcontractors meet the same highly specialized professional level, skill, and expertise expected of Contractor.

D. Labor, Equipment, Materials. Contractor shall equip itself with all necessary labor, equipment, and materials to perform the Contractor Services specified in this Agreement. Contractor represents that the Contractor Services will be performed by Contractor or under its direct supervision, and that all personnel engaged in such work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local laws to perform the Contractor Services. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of the Contractor Services and as required by law. Contractor ensures that all goods, materials, equipment, or personal property included within the Contractor Services shall be of good quality and fit for the purpose intended.

E. Work Site. Contractor has or will investigate the work site and is or will be fully acquainted with the conditions there existing, prior to commencement of the Contractor Services. Should Contractor discover any conditions, including any latent or unknown conditions, which will materially affect the performance of the Contractor Services, Contractor shall immediately inform City of such fact in writing and shall not proceed except at Contractor's risk until written instructions are received from the City Representative (as defined below).

F. Independent Contractor. All Contractor Services, and all work, services, labor, equipment, and materials furnished in conjunction therewith shall be furnished by Contractor as an independent contractor, subject to the inspection and approval of City, or the City Representative (as defined below). City shall have the right to control Contractor only as to results of the Contractor Services rendered pursuant to this Agreement. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Contractor shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner. No City-provided employee benefits shall be available to the Contractor or any of Contractor's employees in connection with this Agreement. Except for the fees paid to Contractor as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Contractor for performing Contractor

Services hereunder for City. City shall not be liable for compensation or indemnification to Contractor for injury or sickness arising out of performing Contractor Services hereunder.

3. AUTHORITY OF THE CITY REPRESENTATIVE

A. City Representative. The "**City Representative**" shall be Stephanie Sandoval, Public Works Manager of City of Duarte, acting personally or through their duly authorized agents, each agent acting only within the scope of authority delegated to them.

B. Scope of Authority. The City Representative shall convey to Contractor the decision of City regarding any and all questions which may arise as to the quality or acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work. The City Representative shall further convey to Contractor the decision of City regarding all questions which may arise as to the acceptable fulfillment of this Agreement on the part of Contractor; and all questions as to claims and compensations. The City Representative's communicated decisions shall be final, and the City Representative shall have authority to enforce and make effective such communicated decisions so that Contractor can carry out such decisions promptly.

4. TERM OF AGREEMENT

This Agreement shall commence and terminate on the dates set forth in Exhibit A.

5. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Contractor. Upon receipt of said notice, Contractor shall immediately cease all Contractor Services under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this Subsection 5(A), Contractor shall submit a final invoice/report to City pursuant to Section 6, and City shall be entitled to receive a return of the fee paid to Contractor, or portion thereof, if the reason for the termination is failure by Contractor to have timely performed the Services set forth in Exhibit A. In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this Subsection 5(A), City may first serve upon Contractor a written notice of the default specifying the default and the amount of time that Contractor shall have to cure, correct, or remedy the default. If Contractor fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this Subsection 5(A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this Subsection 5(A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Contractor may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

6. COMPENSATION

A. Amount of Compensation. Compensation will be determined according to the Budget and Fee Schedule set forth in Exhibit B.

B. Invoices. Contractor shall invoice City monthly for all work performed by Contractor under this Agreement. Invoices shall include billings for all charges, including authorized direct costs incurred by Contractor during the month covered by the invoice. All charges for labor, work, or services shall describe with specificity the services rendered and shall set forth the number of hours worked and hourly rates in accordance with Exhibit B. Within thirty (30) days of receipt of an invoice, and upon determination by City that the invoice is in order and that Contractor has performed all requested or required work or services in a timely and competent manner, City shall pay such invoice.

C. Records of Contractor Services and Payments. Contractor shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Contractor Services under this Agreement. Contractor shall also maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

7. LICENSES, PERMITS, APPROVALS, FEES

A. Contractor must possess at the time of commencing the Contractor Services and throughout the duration of this Agreement, a Contractor's License, issued by the State of California, which is current and in good standing. Contractor shall ensure that any subcontractor working on the Contractor Services possesses at the time of commencing work and throughout the duration of such subcontractor's work on the Contractor Services, a Contractor's License, issued by the State of California, which is current and in good standing. Contractor shall take out and maintain during the life of this Agreement a valid City Business License.

B. Contractor shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Contractor Services prior to commencing work. Contractor and its employees, agents, and subcontractors shall, at their sole cost and expense, keep in effect during the term of this Agreement any licenses, permits, and approvals that are legally required for the performance of the Contractor Services. Contractor shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Contractor's performance of the Contractor Services, and shall indemnify, defend and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties or interest levied, assessed, or imposed against City hereunder.

8. INSURANCE AND LIABILITY

A. Contractor shall not commence work under this Agreement until it has secured all types and amounts of insurance required under this Section 8, nor shall it allow any subcontractor to commence work on any subcontract to this Agreement until all similar insurance required of the subcontractor has been obtained. Without limiting Contractor's indemnification obligations, Contractor shall procure and maintain, at its sole cost and for the duration of this Agreement, insurance coverage as provided in Exhibit C, against all claims for injuries against persons or damage to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees, and/or subcontractors. If Contractor subcontracts any portion of the work, the contract between Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that Contractor is required to maintain pursuant to this Section 8.

B. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit C of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

9. INDEMNIFICATION

A. Contractor shall indemnify, defend (with legal counsel approved by City), and hold harmless City and City Personnel from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees, and all other costs and fees of litigation) of every nature ("**Claims**") arising out of or in connection with Contractor's negligence, recklessness, or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse City its costs of defense, including without limitation reasonable attorneys' fees, expert fees, and all other costs and fees of litigation. Contractor shall promptly pay any final judgment rendered against City and City Personnel with respect to Claims determined by a trier of fact to have been the result of Contractor's negligent, reckless, or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive the expiration or termination of this Agreement.

B. Contractor's obligations under this Section 9 apply regardless of whether such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by City or City Personnel. However, without affecting the rights of City under any provision of this Agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the Parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.

C. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Contractor's negligent acts, errors, or omissions, or willful misconduct, in performing or failing to perform Contractor's obligations under this Agreement. City in its sole and absolute discretion, may withhold from any payment due to Contractor, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Contractor's obligation to pay City any sums Contractor owes City.

10. OBSERVING LAWS AND ORDINANCES

Contractor shall keep itself fully informed of all existing and future Federal, State, regional, county, and municipal laws, ordinances, and regulations, which in any manner affect the conduct of the work, and of all applicable orders and decrees of bodies or tribunals having any jurisdiction or authority over the work. If any discrepancy or inconsistency is discovered in this Agreement in relation to any such law, ordinance, regulation, order, or decree, Contractor shall forthwith report the same to the City Representative in writing. Contractor shall at all times observe and comply with and shall cause all its agents and employees to observe and comply with all such existing and future laws, ordinances, regulations, orders, and decrees, and shall protect, indemnify, hold harmless, and defend to the fullest extent permitted by law City and City Personnel against any claim or assertion of liability, or liability arising from or based on the violation of any such law, ordinance, regulation, order, or decree, whether by Contractor or by its agents, representatives, employees, or subcontractors.

11. NON-DISCRIMINATION

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender, gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry. Contractor shall incorporate the foregoing provisions in all subcontracts.

12. PATENTED AND COPYRIGHTED MATERIALS

Contractor shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Contractor Services performed by Contractor under this Agreement. Pursuant to Section 8, Contractor shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

13. PREVAILING WAGE REQUIREMENTS

A. Public Work. Contractor expressly acknowledges and agrees that City has never previously affirmatively represented to Contractor, its employees, or its agents in writing or otherwise that the work to be covered under this Agreement is not a "public work," as defined in California Labor Code section 1720 of the Labor Code. In connection with the development, construction (as defined by applicable law), and operation of the project, including, without limitation, any public work (as defined by applicable law), if any, Contractor shall bear all risks of payment or non-payment of Federal and/or State prevailing wages and/or the implementation of California Labor Code sections 1726 and 1781, as the same may be enacted, adopted, or amended from time to time, and/or any other provision of law. To the extent applicable, City will enforce all penalties required by law for Contractor's failure to pay prevailing wages.

B. California Labor Code. Contractor's attention is directed to Division 2, Part 7, Chapter 1 of the Labor Code of the State of California and especially to Article 2 (Wages) and Article 3 (Working Hours), thereof.

(i) In accordance with California Labor Code sections 1773 and 1773.2, City has found and determined the general prevailing rates of wages in the locality in which the public work is to be performed are those determined by the Director of Industrial Relations and available at https://www.dir.ca.gov/OPRL/2022-1/PWD/Southern.html. Copies of the prevailing rates of wages are maintained with City's principal office and are available to any interested party on request. Contractor shall post a copy of the prevailing rate of per diem wages at each job site.

(ii) Contractor is aware of and will comply with the provisions of California Labor Code section 1776, including the keeping of payroll records and furnishing certified copies thereof in accordance with said section. Pursuant to California Labor Code section 1771.4, Contractor must submit certified payroll records to the Labor Commissioner using the Department of Industrial Relations' electronic certified payroll reporting (eCPR) system.

(iii) Pursuant to California Labor Code section 1810 it is stipulated hereby that eight (8) hours labor constitutes a legal day's work hereunder.

(iv) Pursuant to California Labor Code section 1815, work performed by employees of contractors in excess of eight (8) hours per day, and forty (40) hours during any one week, shall be permitted upon public work upon compensation for all hours worked in excess of eight (8) hours per day at not less than 1 ½ times the basic rate of pay.

(v) Pursuant to California Labor Code section 1813, it is stipulated hereby that Contractor shall, as a penalty to City, forfeit $25 for each worker employed in the execution of this Agreement by Contractor or by any subcontractor hereunder for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one (1) calendar week in violation of the provisions of Article 3 (commencing with Section 1810), Chapter 1, Part 7, Division 2 of the California Labor Code.

(vi) Contractor is aware of and will comply with the provisions of California Labor Code sections 1777.5 and 1777.6 with respect to the employment of apprentices. Pursuant to section 1777.5 it is hereby stipulated that Contractor will be responsible for obtaining compliance therewith on the part of any and all subcontractors employed by them in connection with this Agreement.

(vii) Pursuant to California Labor Code section 1775, it is hereby stipulated that Contractor shall, as a penalty to City, forfeit not more than $200 for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of Industrial Relations for the work or craft in which the worker is employed for the Contractor Services by Contractor or any subcontractor.

C. <u>Bidding Eligibility</u>. Pursuant to California Labor Code section 1771.1, no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations.

D. <u>DIR Monitoring</u>. Pursuant to California Labor Code section 1771.4, Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. CONFLICTS OF INTEREST

A. City Personnel. No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Contractor Services performed under this Agreement.

B. Contractor. Contractor represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Contractor's obligations and responsibilities under this Agreement. Contractor further agrees that while this Agreement is in effect, Contractor shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Contractor's obligations and responsibilities under this Agreement. Contractor acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Contractor to be a "Contractor" as that term is defined by the Political Reform Act. In the event City makes such a determination, Contractor agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as required by City. In such event, Contractor further agrees to require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" to disclose such other person's financial interests as required by City.

15. NO UNDUE INFLUENCE

Contractor declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of City in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of City shall receive compensation, directly or indirectly, from Contractor, or from any officer, employee, or agent of Contractor, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Contractor further warrants that it has not employed or retained any company or person other than a bona fide employee working for Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

16. ASSIGNMENT

Contractor shall not assign, hypothecate, or otherwise transfer this Agreement or any portion hereof, without first obtaining the written consent of City. If such an assignment, hypothecation, or transfer is made or attempted by Contractor, the assignment, hypothecation, or transfer shall be void; and City, at its sole option, may terminate this Agreement upon the giving of a 24-hour written notice to Contractor of such termination.

17. PERFORMANCE

If Contractor should neglect to prosecute the work to City's satisfaction, or, in City's reasonable discretion, fail to perform any provisions of this Agreement, City, after five (5) days written notice to Contractor, may without prejudice to any other remedy City may take appropriate action, including, but not limited to, any of the following: (i) meeting with Contractor and/or its agents or subcontractors to review the quality of the work and resolve matters of concern; (ii) requiring Contractor to have the work repeated at no additional fee until it is satisfactory; (iii) withholding payment of City's compensation to Contractor for any unsatisfactory work performed; (iv) suspending delivery of work to Contractor for an indefinite time; (v) correcting such deficiencies and deducting the cost thereof from the payment then or thereafter due Contractor, provided, however, that the City Representative shall approve such action and certify the amount thereof to be charged to Contractor; and/or (vi) terminating this Agreement. Except as may be expressly set forth in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies or other rights or remedies as may be permitted by law or in equity shall not preclude the exercise by such Party, at the same or different times, of any other rights or remedies to which such Party may be entitled.

18. FORCE MAJEURE

Any time period specified in this Agreement for performance of work and services shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of City or Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including City, if the delaying Party shall within ten (10) days of the commencement of such delay notify the other Party in writing of the causes of the delay ("**Force Majeure Event**"). If Contractor is the delaying Party, City shall ascertain the facts and the extent of delay and extend the time for performing the work and services for the period of the enforced delay when and if in the judgment of City such delay is justified. City's determination shall be final and conclusive upon the Parties. In no event shall Contractor be entitled to recover damages against City for any delay in the performance of this Agreement, however caused. Contractor's sole remedy shall be an extension of this Agreement pursuant to this Section 18. For the avoidance of doubt, Force Majeure Event shall not include (i) financial distress nor the inability of either Party to make a profit or avoid a financial loss; (ii) changes in the market prices or conditions; or (iii) a Party's financial inability to perform its obligations hereunder. The current events related to the COVID-19 pandemic are known and shall not constitute Force Majeure Event, future impacts of the COVID-19 pandemic may be considered a Force Majeure Event to the extent that they prevent the performance of a Party's obligations under this Agreement.

19. NOTICE

Any notice, payment, or instrument required or permitted to be given or delivered by this Agreement may be given or delivered by personal delivery or by depositing the same in any United States mail depository, first class postage prepaid, and addressed as follows, or to such other address provided by a written notice from one Party to the other:

If to City:	City of Duarte 1600 Huntington Drive Duarte, CA 91010 Attn: Brian Chau Email: bchau@cityofduarte.ca.gov
If to Contractor:	FS Contractors, Inc. 14838 Bledsoe Street Sylmar, CA 91342 Attn: Jose Angel Fierrors Email: angel@fscontractorsinc.com

20. WARRANTY

Contractor warrants all work under this Agreement (which for purposes of this Section 20 shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one (1) year (or the period of time specified elsewhere in this Agreement or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by City of any defect in the work or non-conformance of the work to this Agreement, commence and prosecute with due diligence all work necessary to fulfill the terms of the warranty at Contractor's sole cost and expense. Contractor shall act sooner as requested by City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the work (or work of other contractors) damaged by Contractor's defective work or which becomes damaged in the course of repairing or replacing defective work. For any work so corrected, Contractor's obligation hereunder to correct defective work shall be reinstated for an additional one (1) year period, commencing with the date of acceptance of such corrected work. Contractor shall perform such tests as City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements, comply with the requirements of this Agreement. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstitution of equipment and materials necessary to gain access, shall be the sole responsibility of Contractor. All warranties and guarantees of subcontractors, suppliers, and manufacturers with respect to any portion of the work, whether express or implied, are deemed to be obtained by Contractor for the benefit of City, regardless of whether such warranties and guarantees have been transferred or assigned to City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of City. This provision may be waived in Exhibit A if the Contractor Services hereunder do not include construction of any improvements or the supplying of equipment or materials.

21. ATTORNEYS' FEES

Notwithstanding anything in this Agreement to the contrary, in no event shall Contractor be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses.

22. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Contractor, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

23. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

24. EXECUTION

The persons executing this Agreement on behalf of each of the Parties hereto represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors, and assigns of the Parties.

25. NO WAIVER

No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

26. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

27. NON-LIABILITY OF CITY PERSONNEL

No City Personnel shall be personally liable to Contractor, or any successor in interest, in the event of any default or breach by City, or for any amount which may become due to Contractor or its successor, or for breach of any obligation of the terms of this Agreement.

28. GOVERNING LAW AND VENUE

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies permitted by law, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Contractor shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

29. SURVIVAL

The terms, provisions, representations, and certification contained in this Agreement, or inferable therefrom, shall survive the expiration or termination of this Agreement and the payment of the compensation hereinabove provided.

30. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

31. INTEGRATION, CONSTRUCTION, AND AMENDMENT

This Agreement contains the entire understanding of the Parties and supersedes any and all other written or oral understandings as to those matters contained herein, and no prior oral or written understanding shall be of any force or effect with respect to those matters covered thereby. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement shall be construed and interpreted with and shall be governed and enforced in all respects according to the laws of the State of California and as if drafted by both Parties. No amendment, change or modification of this Agreement shall be valid unless in writing, stating that it amends, changes, or modifies this Agreement, signed by all the Parties hereto.

32. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

33. SPECIAL PROVISIONS

Any special provisions applicable to this Agreement are set forth in Exhibit D, attached hereto and incorporated herein by this reference.

34. CITY MANAGER AUTHORITY

City's City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its Mayor or City Manager and said Contractor has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE:

____
Brian Villalobos, City Manager

Date: __________________________

CONTRACTOR:
FS Contractors, Inc.

____

By: Jose Angel Fierros

J. Angel Fierros

Its: President

Date: 8-20-25

By: __________________________

____

Its: __________________________

Date: __________________________

ATTEST

____
Frances Jimenez, City Clerk

Date: __________________________

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

____
Thai Viet Phan, City of Duarte

Date: __________________________

EXHIBIT A

Scope of Work

PROJECT DESCRIPTION:

The general nature of the work consists of furnishing all labor, material, equipment, services, and incidentals required for banner pole replacement. The scope of work includes removal of existing the banner pole, footings, constructing new footing, installing new banner poles provided by the City, and installing conduit with existing power source.

TO THE CITY OF DUARTE, CALIFORNIA:

The undersigned, and bidder, declares that he/she has carefully examined the location of the proposed work, including additive work, that he/she has examined the Special Provisions and read the accompanying instructions to bidders, and hereby proposes and agrees, if the proposal is accepted, to furnish all materials to do all work required to complete the said work in accordance with the said Standard Specifications, Special Provisions, and plans in the time and manner therein prescribed for the unit prices set forth in the following schedule:

PERFORMANCE SCHEDULE:

Construction shall be completed within 20 working days after the date stipulated on the Notice to Proceed.

EXHIBIT B

Budget and Fee Schedule

				FS Contractors	
LINE ITEM	BASE BID ITEM	QTY	UOM	UNIT PRICE ($)	TOTAL PRICE ($)
1	MOBILIZATION	1	LS	$ 2,000.00	$ 2,000.00
2	TRAFFIC CONTROL	1	LS	$ 3,000.00	$ 3,000.00
3	REMOVE AND DISPOSE EXISTING POLE	1	EA	$ 3,000.00	$ 3,000.00
4	REMOVE AND DISPOSE EXISITNG FOOTING TO A MIN OF 12" BELOW SURFACE GRADE	2	EA	$ 500.00	$ 1,000.00
5	CONSTRUCT NEW FOOTING	2	EA	$ 3,000.00	$ 6,000.00
6	INSTALL NEW CITY FURNISHED BANNDER POLE SYSTEM	2	EA	$ 4,000.00	$ 8,000.00
7	FURNISH AND INSTALL 2" SCH 40 PVC CONDUIT (15 LF) AND INSTALL CONNECTIONS AND COMPONENTS REQUIRED FOR FUNCTION OF SOURCE TO TOP OF BANNER POLE	1	LS	$ 1,000.00	$ 1,000.00
8	ROUGH GRADING AND LANDCAPE RESTORATION	1	LS	$ 1,000.00	$ 1,000.00
LINE ITEM	ADDITIVE ALTERNATIVE BID	QTY	UOM	UNIT PRICE ($)	TOTAL PRICE ($)
1	FURNISH AND INSTALL PULLBOX	1	EA	$ 750.00	$ 750.00
LINE ITEM	BASE BID + ADDITIVE ALTERNATIVE ITEM FOR BANNER POLE REPLACEMENT				TOTAL PRICE ($)
	BASE BID				$ 25,000.00
	ADDITIVE ALTERNATIVE BID				$ 750.00
TOTAL COST BASE BID + ADDITIVE ALTERNATIVE BID					**$ 25,750.00**

The bid prices shall include any and all costs, including labor, materials, and all other incidental cost to complete the project, in compliance with the Bid and Contract Documents and applicable standards. All other work items not specifically listed in the bid schedule, but necessary to complete this work per bid and contract documents and applicable standards are assumed to be included in the bid prices.

EXHIBIT C

Insurance Requirements

A. Insurance Coverage Required. The policies and amounts of insurance required hereunder shall be as follows:

(i) Commercial General Liability (including premises and operations, contractual liability, personal injury, death, and independent contractor liability): In an amount no less than $5,000,000.00 per occurrence and $10,000,000.00 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability.

(ii) Automobile Liability (including owned, non-owned, leased, and hired autos): In an amount no less than ($5,000,000.00), combined single limit, per occurrence for bodily injury, death, and property damage.

(iii) Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000) for Contractor's employees in accordance with the laws of the State of California, including California Labor Code section 3700.

(iv) Umbrella or Excess Liability Insurance that will provide bodily injury, personal injury, death, and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

(A) A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;

(B) Pay on behalf of wording as opposed to reimbursement;

(C) Concurrency of effective dates with primary policies;

(D) Policies shall "follow form" to the underlying primary policies; and

(E) Insureds under primary policies shall also be insureds under the umbrella or excess policies.

B. Contractor's Insurance General Requirements.

(i) All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the

List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City Representative.

(ii) Commercial General Liability, Automobile Liability, and Employer's Liability shall name City and City Personnel as additional insureds and contain no special limitations on the scope of protection afforded to City and City Personnel. All insurance provided hereunder shall include the appropriate endorsements.

(iii) All insurance policies shall be primary insurance and any insurance or self-insurance maintained by City and/or City Personnel shall be in excess of Contractor's insurance and shall not contribute with it.

(iv) All insurance policies shall be "occurrence" rather than "claims made" insurance.

(v) All insurance policies shall apply separately to each insured against whom a claim is made or suit brought, except with respect to the limits of the insurer's liability.

(vi) All insurance policies shall be endorsed to state that the insurer shall waive all rights of subrogation against City and City Personnel.

(vii) All insurance policies shall be written by good and solvent insurer(s) admitted to do business in the State of California and approved in writing by City.

(viii) All insurance policies shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits, non-renewed, or materially changed for any reason, without thirty (30) days prior written notice thereof given by the insurer to City by U.S. mail, or by personal delivery, except for nonpayment of premiums, in which case ten (10) days prior notice shall be provided.

(ix) All insurance policies shall state that City shall not be liable for the payment of premiums or assessments under the policy.

(x) Insurance policies shall not contain any limiting provision or endorsement that has not been submitted to City for approval. By way of example, additional insured endorsements shall not be limited to "ongoing operations," exclude contractual liability, restrict coverage to the "sole" liability of Contractor, or contain any other limitation contrary to this Agreement.

C. Deductibles. Any deductibles or self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved in writing by City.

D. Evidence of Coverage. Contractor shall furnish City with certificates of insurance demonstrating the coverage required by this Agreement which shall be received and approved by City not less than five (5) working days before work on the Contractor Services commences. At least thirty (30) days prior to the expiration of any policy of insurance required under this Agreement, a signed complete certificate of insurance, with all endorsements provided herein, showing that such insurance coverage has been renewed or extended, shall be filed with City.

E. Workers Compensation Insurance. Contractor shall file with City the following signed certification:

> "I am aware of, and will comply with, Divisions 4 and 5 of the California Labor Code by securing, paying for, and maintaining in full force and effect for the duration of the Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to City before execution of the Agreement."

In the event Contractor has no employees requiring Contractor to provide Workers' Compensation Insurance, Contractor shall so certify to City in writing prior to City's execution of the Agreement. City and City Personnel shall not be responsible for any claims in law or equity occasioned by failure of Contractor to comply with this Section E - Workers Compensation Insurance or with the provisions of law relating to workers' compensation.

F. Default of Insurance Requirements. In addition to any other remedies at law or equity City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time required by this Section F – Default of Insurance Requirements, City may, at its sole option, exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach: (i) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement; (ii) order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both, until Contractor demonstrates compliance with the insurance requirements herein; and/or (iii) terminate this Agreement

Agenda Item: **9.I.**

AGENDA REPORT

MEETING DATE:	September 9, 2025
TO:	Mayor and Members of the City Council
FROM:	Gerard Batista, Field Services Manager
BY:	Craig Hensley, Community Development Director
SUBJECT:	Approve purchase of a replacement brush chipper
RECOMMENDATION:	That the City Council approve the purchase of a replacement 2025 BVR 13 Brush Chipper from Morbark
FISCAL IMPACT:	The total purchase price for the brush chipper is $62,751.49 and the 2025-2026 Fiscal Year Budget includes $65,000 for this purchase

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BACKGROUND

In September 2008, the Field Services Division purchased its first brush chipper; a Morbark BVR 12. The brush chipper is utilized during wind storms and trimming operations to manage fallen branches and to convert debris into mulch.

The current brush chipper is frequently breaking down, requires extensive maintenance, and can no longer handle large debris efficiently resulting in operational delays, increased costs, and safety risks. After seventeen years of reliable service, the brush chipper has exceeded its service life and is in need of replacement.

DISCUSSION/ANALYSIS

Purchasing a replacement brush chipper provides a long-term solution with improved efficiency and enhanced safety features. Staff researched several brush chipper options and found the Morbark BVR 13 to be best suited for the City's needs.

This model adheres to emission standards and is well regarded for its exclusive Morbark Zero Clutch that includes an integrated drum speed sensor that monitors the drum speed and prevents the clutch from engaging if material becomes stuck between the feed wheel and drum.

Morbark Equipment has provided a quote for the Morbark BVR 13 brush chipper unit using a cooperative purchase agreement with Sourcewell pricing.

RECOMMENDATION

That the City Council approve the purchase of a replacement 2025 BVR 13 Brush Chipper from Morbark.

FISCAL IMPACT

The total purchase price for the brush chipper is $62,751.49 and the 2025-2026 Fiscal Year Budget includes $65,000 for this purchase.

ATTACHMENTS

A. Morbark BVR 13 Brush Chipper Sourcewell Quote

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Equipment Quote and Order

Sold To:	City of Duarte 1600 Huntington Dr Duarte, CA 91010 *Herein referred to as 'buyer'*		
Final Delivery:	City of Duarte 1850 Highland Ave Duarte, CA 91010	**Ship To:**	FMI Equipment 15286 Arrow Rte Fontana, CA 92335

Quote #:	13071	**Quote Date:** 7/30/2025	**Contact:**	Gerard Batista	**Lead Time:**	
Terms:	Net 30		**Ph #:**	(626) 416-7584	**Delivery Instructions:**	FOB Destination
Preparer:	Logan Yuncker		**Email:**	gbatista@accessduarte.com	**Customer PO#:**	

2025 Morbark BVR13 Brush Chipper

EQUIPMENT AND OPTIONS

STANDARD UNIT:

- Morbark orange urethane paint system
- Dual horizontal feed wheel compression with hydraulic lift assist, manually applied hydraulic down pressure at the gauge panel and reversing automatic feed system
- Electronic three position control bar
- Gauge panel mounted on side of infeed
- 18" diameter x 16-1/2" wide staggered knife pocket drum with two (2) dual-edged chipper knives
- Manual crank swivel discharge with 360° rotation
- 17-gallon composite fuel tank with drain plug and sight gauge
- 7-gallon composite hydraulic reservoir with drain plug and sight gauge
- 5" x 3" tubular steel tongue with hitch plate
- 7-pin flat electrical connector
- 6,000# Torsion axle with electric brakes and break-away actuator
- Toolbox
- Complete set of manuals

POWER OPTIONS:

- PSI 4.3L, 133-HP gasoline engine with Morbark ZeroClutch (centrifugal) in lieu of standard

OPTIONS:

- 18" Hitch extension
- Chipper Knife Maintenance Kit, P/N 29834-926 includes (2) knives and (6) bolts
- Marker flag
- Spare 235/80R x 16" tire and rim
- Spare tire mount

COMMENTS:

Sourcewell #010925-MBI, Member ID#124355

TOTAL CALCULATION

Quantity Requested: 1

	Entries			Calculation
Configured Total		=	$	61,635.00
Discount	13.0%	=	$	(8,012.55)
Freight In		=	$	2,120.00
PDI		=	$	675.00
Delivery		=	$	500.00
Tax Applied	10.25%	=	$	5,834.04
Extended Price		=		**$62,751.49**

QUOTE IS VALID FOR 30 DAYS

Agenda Item: **9.J.**

AGENDA REPORT

MEETING DATE:	September 9, 2025
TO:	Mayor and Members of the City Council
FROM:	Larry Breceda, Director of Public Safety
SUBJECT:	Award of Contract for Exterior Security Camera Installation at the Senior Center, Fitness Center, and Teen Center
RECOMMENDATION:	1. Authorize a budget amendment of $22,000 to Account 1610-8100 for the installation of security cameras at the Duarte Senior Center, Fitness Center, and Teen Center. 2. Authorize the City Manager to execute the contract with CORAM/Intelesys in an amount not to exceed $22,000.
FISCAL IMPACT:	Staff is recommending a budget amendment of $22,000, which includes project costs of $20,000 and a 10% contingency ($2,000). Future ongoing annual costs of approximately $3,000 are anticipated for cloud storage and artificial intelligence video review software, subject to future cost of living increases.

BACKGROUND

In 2023, the California Legislature passed Senate Bill (SB) 553 (effective July 1, 2024) requiring employers to establish and maintain a workplace violence prevention plan. Among other provisions, SB 553 obligates public agencies to implement engineering and work practice controls, such as security technology, that reduce risks and ensure the safety of employees.

As part of the City's compliance efforts, leadership met with staff across departments to solicit feedback regarding workplace safety concerns. A recurring theme identified was the absence of security cameras at three highly utilized public facilities: the Senior Center, Fitness Center, and Teen Center. These locations currently have no camera coverage, leaving staff and patrons vulnerable in the event of a safety incident.

The Public Safety Department conducted site visits at each facility and, in consultation with staff, identified critical exterior areas requiring coverage. Careful consideration was given to balancing security needs by maintaining the aesthetics of each building.

DISCUSSION/ANALYSIS

To meet the identified needs, staff recommends contracting with CORAM/Intelesys under state-approved cooperative purchasing agreements. CORAM participates in NASPO (AR2472), OMNIA (R240303), and CMAS (3-25-02-1011) contracts, all of which have undergone competitive state bidding processes.

Pursuant to Duarte Municipal Code (DMC) Section 2.36.050 (l), purchases made through another governmental entity's competitive process are exempt from the City's formal bidding requirements. This exemption applies here because the NASPO, OMNIA, and CMAS contracts meet the standards of effective competition and public interest.

The scope of work includes:

- Installation of 17 new IP cameras across the Senior Center, Fitness Center, and Teen Center.
- Running and terminating CAT6 cabling and connecting to existing POE switches.
- Installation and configuration of a Coram Point 24-channel DVR with 90-day storage.
- Cloud-based storage and AI-powered video review features to assist staff in analyzing incidents.

The integration of AI technology represents a proactive step in modernizing the City's security approach, aligning with SB 553's mandate for engineering and work practice controls to reduce workplace violence hazards.

To account for potential unforeseen conditions during installation (such as concealed wiring issues or structural limitations), staff is recommending a 10% contingency ($2,000) in addition to the base project cost.

RECOMMENDATION

Staff recommends the City Council:

1. Authorize a budget amendment of $22,000 to Account 1610-8100 for the installation of security cameras at the Duarte Senior Center, Fitness Center, and Teen Center.
2. Authorize the City Manager to execute the contract with CORAM/Intelesys in an amount not to exceed $22,000.

FISCAL IMPACT

Staff is recommending a budget amendment of $22,000, which includes project costs of $20,000 and a 10% contingency ($2,000). Future ongoing annual costs of approximately $3,000 are anticipated for cloud storage and artificial intelligence video review software, subject to future cost of living increases.

ATTACHMENTS

A. CORAM/Intelesys Quote Dated August 20, 2025

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Intelesys
Phone: (888) 546-8353
Fax: (909) 305-2100
3155-B Sedona Court
Ontario, CA 91764

INTELESYS
IT for Public Sector

Quote

No.: **11628**
Date: 8/20/2025

Prepared for:

City of Duarte
1600 HUntington Dr.
Duarte, CA 91010 U.S.A.

Prepared by: Kevin Sewell
Account No.: 57011

Job: Level 1 general

Quantity	Item ID	Description	UOM	Discount	Sell	Total
3.00	C-Cable	CAT6 Plenum Cable 1000FT	EA	$0.00	$359.80	$1,079.40
34.00	C-Cable	CAT6 Data Jack	EA	$0.00	$4.59	$156.06
2.00	C-Cable	24 Port Blank Patch Panel 1RU	EA	$0.00	$35.00	$70.00
1.00	C-Cable	12 Port CAT6 Vertical Patch Block	EA	$0.00	$92.40	$92.40
34.00	C-Cable	CAT6 Patch Cable 5FT	EA	$0.00	$2.94	$99.96
17.00	C-Cable	Surface Mount Box 1 Port	EA	$0.00	$1.40	$23.80
1.00	C-Cable	Velcro Roll	EA	$0.00	$40.60	$40.60
1.00	Misc Parts	Misc Hardware	EA	$0.00	$50.00	$50.00
1.00	Labor-Fixed	Onsite Cabling Labor	EA	$0.00	$9,332.00	$9,332.00
15.00	Network Hardware	5MP Fixed Lens Dome Camera	EA	$0.00	$0.00	$0.00
2.00	Network Hardware	5MP Fixed Lens Bullet Camera	EA	$0.00	$0.00	$0.00
1.00	Network Hardware	Coram Point 24 video channels w/90 Day Storage	EA	$0.00	$4,769.62	$4,769.62
15.00	Network Hardware	Fixed Dome Pendant Mount	EA	$0.00	$20.57	$308.55
2.00	Network Hardware	Bullet Camera Junction Box	EA	$0.00	$51.42	$102.84
17.00	Software	Video feed license - 1 Year	EA	$0.00	$163.35	$2,776.95
1.00	Shipping	Shipping and Handling	EA	$0.00	$420.57	$420.57

Your Price:	**$19,322.75**
Sales Tax	$645.36
SubTotal:	**$19,968.11**
Total:	**$19,968.11**

Prices are firm until 9/3/2025 Terms: 50% down, 50% upon completion

Prepared by: Kevin Sewell, kevins@it4ps.com **Date:** 8/20/2025

Scope of Work:
-Run CAT6 cabling in Senior Center, Teen Center, and Fitness Center for 17 new IP cameras
-Cabling to be run from nearest IDF to camera locations
-Cabling to be terminated on new patch panels to CAT6 data jacks
-Jacks to be patched into existing POE switches in IDF locations
-Mount new cameras as per design with Coram
-DVR to be mounted in rack at the Teen Center
-Configure DVR with Coram
-Review monitoring and configuration with client

Intelesys is not responsible for any damage to the lock tile ceiling that may need to be opened

Price may vary depending on changes to scope of work.

Accepted by: ____ **Date:**____________