



**CITY OF DUARTE
AGENDA
AMENDED 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, January 14, 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
Annette Juarez, City Clerk

ADA ACCESSIBILITY NOTICE:

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

Notice:

Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing

Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice:

Duarte City Council meetings are videotaped for later broadcast. 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 www.accessduarte.com, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link. City Council meetings are also broadcast daily at 12:00 p.m. and 7:00 p.m., following each meeting, via Spectrum Cable - Channel 3.

Public comment:

In-Person: Complete a Speaker Card, indicating the agenda item number and submit it to the City Clerk. Speakers shall be limited to three (3) minutes per person per item. At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Submit written comment by emailing duarteinfo@accessduarte.com, prior to 4:00 p.m. on the day of the meeting. Comments will be distributed to the City Council and made available for public review.

PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments, 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.

5:30 PM - STUDY SESSION/CLOSED SESSION

1. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. ORAL COMMUNICATION
4. CITY COUNCIL TRAINING SESSION
 - A. Robert's Rules of Order and Brown Act Workshop

5. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957(b) - Title: City Manager

7:00 PM OPEN SESSION - REGULAR MEETING

6. CALL TO ORDER AND ROLL CALL

7. PLEDGE TO THE FLAG

8. CITY ATTORNEY CLOSED SESSION REPORT

9. SPECIAL ITEMS

- A. Recognition of Target and Walmart for their generous participation in this year's Neighborhood Watch Holiday Toy Drive.
- B. Community Development Department Update
- C. Parks and Recreation Department Update

10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

12. 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 - December 10, 2024 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of December 10, 2024.

- D. Approval of Warrants - December 24, 2024 and January 14, 2025 (CC/HA/FA)

Recommended Action: Approve the warrants of December 24, 2024 and January 14, 2025.

- E. Receive and File the Community Development Department Update

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

- F. Receive and File the Parks and Recreation Department Update

Recommended Action: Receive and file the Parks and Recreation Department

Update.

G. Approval of Council Conference Attendance

Recommended Action: Approve City Councilmember attendance and travel to upcoming conferences.

H. Resolution establishing the date and time of regular City Council meetings for the 2025 calendar year.

Recommended Action: Adopt Resolution No. 25-01 establishing the date and time of regular City Council meetings for the 2025 calendar year.

I. Assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts

Recommended Action: 1) Authorize the City Manager to sign and Professional Services Agreement (PSA) with Harris & Associates to complete and assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts; and 2) approve a General Fund budget amendment to account number 1405-7965 of not to exceed \$106,000.

J. Notice of Completion: Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project (24-12)

Recommended Action: Authorize the Notice of Completion for the Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project in the amount of \$116,462.

K. Professional Services Agreement with Dahlin Group, Inc. for Design Services for the Duarte City Hall Building Façade Improvements Project

Recommended Action: Authorize the City Manager to enter into a Professional Services Agreement with Dahlin for design services related to the Duarte City Hall Building Façade Improvements Project, with a total amount not to exceed \$40,000.

L. Approval of City Council Expenses

Recommended Action: Approve the City Council expenses.

13. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

14. PUBLIC HEARINGS

15. BUSINESS ITEMS

A. Fitness Center Equipment Replacement Project: Updated Project Cost and Next Steps

Recommended Action: Based on the updated cost estimates for the Fitness Center Equipment Replacement project, staff is seeking further discussion and direction from

the City Council on how to proceed with this approved project.

B. Annual Appointment of City Councilmembers to Intergovernmental Organizations

Recommended Action: Make appointments to intergovernmental organizations for the upcoming year.

C. Resolution Proclaiming the Existence of a Local Emergency (Added January 9, 2025)

Recommended Action: Approve Resolution No. 25-02 proclaiming the existence of a local emergency due to extreme weather conditions, power outages, and wildfire risks, as described in the resolution.

16. CONTINUATION OF ORAL COMMUNICATIONS

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

18. 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, and the City of Duarte website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 8th of January 2025.

Annette Juarez, MMC
City Clerk



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: January 7, 2025
SUBJECT: Comments on Agenda Items, Meeting of January 14, 2025

ITEM 9.A. (Special Items). Recognition of Target and Walmart for their community support of the Public Safety Department's Neighborhood Watch Toy Drive. Maribel Castaneda the Executive Team Leader Asset Protection for Target and Ivette Alvarez the Store Manager for Walmart will be present to accept certificates.

ITEM 9.B. (Special Items). Community Development Department update - Community Development Director Hensley will provide an update for the council.

ITEM 9.C. (Special Items). Parks and Recreation Department update - Parks and Recreation Director Enriquez will provide an update for the council.

ITEM 12.E. (Consent Calendar). The Community Development Department has submitted the monthly report for January 2024 for review.

ITEM 12.F. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for January 2024 for review.

ITEM 12.G. (Consent Calendar). Approval of City Council Conference Attendance - In order to comply with the City of Duarte's Expense Reimbursement Policy (Section 10. B. Filing Expense Reports), staff has submitted a list of conferences that the City Council regularly attend for council pre-approval.

ITEM 12.H. (Consent Calendar). Resolution No. 25-01 - Establishing the date and time of regular City Council meetings for the 2025 calendar year - Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings. This Resolution No. 25-01 would set the schedule for regular City Council meetings for the 2025 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public. Adoption of this calendar does not prohibit the City Council from holding adjourned meetings, special meetings, or emergency meetings as permitted under state law.

ITEM 12.I. (Consent Calendar). Professional Services Agreement with Harris and Associates to complete an Assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance District - The citywide landscape and lighting assessment is a special benefit assessment that provides funding for the maintenance of: City-owned parks, public landscaping on public owned properties and public right-of-way, public-owned lighting, street lighting, traffic signals and similar items. The citywide district was established in 1978. There are also 15 individual neighborhood maintenance districts that are in addition to, and separate from, the citywide district. In these areas there are a variety of maintenance tasks that are performed by the city. Examples are: front yard landscape maintenance; brush clearance; common area maintenance; and gas lamp maintenance on the Mesa. In 2024-2025, the citywide landscape and lighting district will generate \$698,245. This amount assists in the overall cost of landscape maintenance but comes far short of the overall cost of all landscape and lighting costs which exceeds \$1.4 million annually. The assessment should be looked on as funds that offset the overall cost of landscape and lighting, but it is important to realize that this gap will only increase in the future. For the 15 individual neighborhood maintenance districts, the assessment versus cost situation is different than for the citywide

district. The neighborhood districts are intended to have a balance of revenue and expenditure. In the majority of the districts, it has been possible to maintain a positive reserve by adjusting the service level. But in the past few years, a few districts have become a concern. It has become evident that a long term solution is necessary with these districts. The City does not have the option to increase the assessment in the citywide or the neighborhood districts without a property owner vote. In 1996, State Proposition 218 was passed and it requires a majority vote of the property owners to increase assessments. Some of the neighborhood districts created after 1996 have provisions to allow a consumer price index (CPI) increase each year. But this doesn't address the entire issue. For some of the neighborhood districts, in addition to the issue of increasing maintenance costs, the practice of maintaining private property has increased the staff time necessary to provide the service. The biggest impact areas are the neighborhoods where the district tasks include maintenance of private front yard areas and where the assessment falls far below the actual cost of proper maintenance. The other problem in these areas is that the City is put in the position of limiting the ability of owners to make decisions about the landscape areas. Staff has discussed these issues and feels there is the need to develop a long term plan to improve the situation and is recommending a comprehensive analysis of the entire landscape maintenance process. The goal of the analysis is to develop a plan that will work for the neighborhood districts and the citywide district into the future. Staff considered several firms to complete the analysis and decided that Harris & Associates is the best option to meet the City's needs. Harris & Associates was asked to submit a proposal for the assessment. This item was not included in the 2024-2025 General Fund Budget, although there was a discussion about the item. There will be a maximum impact of \$106,000 to the General Fund.

ITEM 12. J. (Consent Calendar). Notice of Completion - Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project 24-12 - At the City Council meeting on June 25, 2024, the Council awarded the contract for the Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project (24-12) to Trueline Construction & Surfacing, Inc. for \$116,462. The scope of the contract included providing all labor, materials, equipment, services, and other necessary elements to convert one tennis court into two permanent pickleball courts, resurface the second tennis court with markings for both tennis and pickleball, and replacing the aging chain-link fence and windscreens at Royal Oaks Park.

ITEM 12.K. (Consent Calendar). Professional Services Agreement with Dahlin Group Inc. for Design Services for the Duarte City Hall Building Facade Improvement Project - As part of the approved Fiscal Year 2024/25 Capital Improvement Projects, façade improvements to the City Hall building are planned. The project aims to replace the over 40-year-old deteriorated siding while preserving the building's historical character. The updates will adhere to the conceptual design and feature new, low-maintenance materials that enhance durability. The scope includes replacing the exterior finishes, rainwater system, lighting, and signage, all of which will contribute to the overall aesthetic improvement of the Duarte Civic Center. To assist the City in preparing the necessary construction documents for the project, including bidding and construction support services, staff recommends contracting with Dahlin. With 47 years of design expertise and over 70 municipal projects completed, Dahlin has a proven track record. Their notable projects include the Emerald Glen Recreation & Aquatic Complex for the City of Dublin, the Washington Community Swim Center in Sunnyvale, and the recently awarded Town Square project for the City of Lakewood. Additionally, the Dahlin team assigned to this project will consist of the same professionals who have been collaborating with City staff on the Fitness Center Pool Deck Renovation, currently under plan check, ensuring a smooth and successful completion of this project. The cost for Dahlin's services will not exceed \$40,000. Funding for this project is allocated in the Fiscal Year 2024/25 budget under Other Capital Improvements line (100-1610-8100).

ITEM 12. L. (Consent Calendar). Approval of City Council Expenses - Councilmember Finlay reimbursement for I.T. equipment in the amount of \$1,687.22.

ITEM 15.A. (Business Items). Fitness Center Equipment Replacement Project: Updated Project Costs and Next Steps - On June 11, 2024, the City Council approved the Fiscal Year 2024/25 Budget and Capital Improvement Program (C.I.P.), which allocated funds for the purchase of new exercise equipment for the Duarte Fitness Center. The project is budgeted over two fiscal years, 2024/25 and 2025/26, with a total allocation of \$78,000. However, since staff received the initial project estimate and the budget was adopted, the equipment landscape within the facility and cost for the project implementation has changed. The Fitness Center's current strength equipment was purchased in 1998, and the cardio machines were last updated in 2008. According to industry standards, equipment typically needs replacing every 7 to 10 years. While the initial plan was to start this capital improvement project by replacing all the cardio machines, shortly after the creation and adoption of this fiscal year's budget, two pieces of strength equipment were deemed unsafe and inoperable by the City's fitness equipment service provider. As a result, staff removed them from the floor, leaving the remaining strength equipment in short supply. Additionally, upon further review of the originally quoted strength equipment to ensure it meets our needs, is cost-effective, and optimizes operations, staff determined it would be best to continue with Life Fitness, the current equipment supplier for the facility. After obtaining a new cost estimate from Advanced Fitness, a licensed Life Fitness distributor, the total cost for replacing all the equipment is now estimated at \$134K, \$56K more than the initial budgeted amount. This new pricing comes through a Sourcewell contract, which is competitively solicited on behalf of Sourcewell and its participating agencies, including the City of Duarte. In addition, to maximize the functionality and safety of the exercise room within the Fitness Center, staff recommends replacing the entire flooring. Currently, the floor is a mix of carpet and Everlast composition rubber flooring. For the continued safety of members and staff, staff proposes replacing the entire space with Everlast Fitness Flooring, which is durable and slip-resistant and ideal for fitness environments. The estimated cost to replace the flooring throughout the entire room is \$22K. In total, to move forward with this project in its entirety, the cost would be approximately \$156K. Staff is bringing this project back before the City Council for further discussion and seeking direction on the appropriate next steps to ensure timely implementation of this capital improvement project.

ITEM 15.B. (Business Items). Annual appointment of City Councilmembers to Intergovernmental Organizations - Each year, the City Council appoints individual Councilmembers to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations. The departure of Councilmember Schulz has created either a City Representative/Delegate or Alternate vacancy to the following intergovernmental organizations: Community Education Council- Representative, Duarte Education Foundation- Alternate, Foothill Gold Line JPA (Phase II)- Alternate, SGV Council of Governments- Delegate, SGV Council of Government Homelessness Committee- Delegate, and the Upper San Gabriel River Working Group- Representative.

ITEM 15. C. (Business Item). Resolution No. 25-02 - Proclaiming the existence of a local emergency due to extreme weather conditions, power outages, and wildfire risks - California Government Code Section 8630 and Duarte Municipal Code Ordinance No. 287 authorize the City Council to proclaim the existence of a local emergency when conditions of extreme peril arise. On January 6, 2025, the National Weather Service issued a Particularly Dangerous Situation (PDS) Red Flag Warning for the San Gabriel Valley foothill communities. This warning predicted widespread, life-threatening winds with gusts reaching up to 100 mph. On January 8, 2025, President Joseph R. Biden, Jr. approved a Presidential Major Disaster Declaration (DR-4856) for Los Angeles County due to wildfires and straight-line winds. These events created hazardous conditions within the City of Duarte, including power outages, downed trees and utility infrastructure, blocked roadways, and the Eaton Fire, which prompted evacuation warnings for 749 households. Given these conditions, the situation is beyond the control of the City's available resources. Proclaiming a local emergency allows the City to access state and federal assistance and coordinate response and recovery efforts more effectively.

CITY OF DUARTE

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

Tuesday, December 10, 2024

7:00 PM — Regular Session

7:00 PM OPEN SESSION - REGULAR MEETING - COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

Mayor Truong called the open session to order at 7:00 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Schulz, Martin Del Campo, Garcia, Truong
Councilmembers Absent: None
Staff Present: Brian Villalobos, City Manager
Shawna McKee, City Attorney
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Angela Chiaromonte, Financial Services Manager
Annette Juarez, City Clerk
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Analyst
Frances Jimenez, Deputy City Clerk

2. ADOPTION OF THE AGENDA

Moved by Councilmember Finlay seconded by Councilmember Schulz and carried by the following vote of the City Council to Adopt the agenda.

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

3. PLEDGE TO THE FLAG

The flag salute was led by Councilmember Jody Schulz.

4. SPECIAL ITEMS

A. Presentation of certificate to IHOP

Mayor Truong presented a certificate of recognition to IHOP and their General Manager Gabino Campo for hosting a breakfast for the Duarte High School football team after a successful football season.

Gabino Campo and Raquel thanked the City Council and expressed what an honor it was to support local schools.

The City Council also thanked IHOP for donating supplies to the Duarte Rotary Club for their Breakfast With Santa event.

B. Certification of Election Results

City Clerk Juarez reported the results of the General Municipal Election held on November 5, 2024, which determined that Martin Calderon was elected as Councilmember in District 2, Vinh Truong elected as Councilmember in District 3, Toney Lewis elected as councilmember in District 7 and that the majority of voters supported Measure QQ, therefore, the Measure passed and will be considered by the City Council.

Moved by Councilmember Finlay seconded by Councilmember Schulz and carried by the following vote of the City Council to certify the election results.

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

C. Recognition of Councilmember Schulz

Mayor Truong presented a plaque to Councilmember Jody Schulz in recognition of her unwavering dedication and tireless service to the community and congratulated her on her accomplishments during her tenure.

Public Comment

Karen Vance thanked Councilmember Schulz for all that she has done in the name of public health, safety, and quality of life issues.

Lino Paras commended Councilmember Schulz for her hard work in collaboration with Los Angeles County Supervisor Kathryn Barger.

The City Council shared words of appreciation; thanked Councilmember Schulz for her commitment to the community, and wished her luck in her future endeavors.

Councilmember Schulz shared a few outgoing words; expressed gratitude for her journey serving the residents of Duarte; thanked everyone who contributed to her learning experience; and also thanked her daughter for her support.

Supervisor Barger recognized Councilmember Schulz for her partnership and dedication to the cleaning up of encampments along the riverbed as well as for her service to the City.

Karla Cardenas, Senator Rubio District Representative, presented a certificate of appreciation to Councilmember Schulz on behalf of Senator Susan Rubio.

Veronica Lopez, Assemblymember Rubio District Director, presented a certificate of appreciation to outgoing Councilmember Schulz on behalf of Assemblymember Blanca Rubio.

D. Oaths of Office to newly elected and re-elected City Councilmembers

Los Angeles County Supervisor Kathryn Barger administered the Oath of Office to re-elected City Councilmember Vinh Truong and re-elected City Councilmember Toney Lewis.

Assemblymember Lisa Calderon administered the Oath of Office to newly elected City Councilmember Martin Calderon.

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

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

City Clerk Juarez declared the position of Mayor/Chairperson and Mayor Pro Tem/Vice Chairperson as vacant and opened the floor for nominations for the next Mayor/Chairperson of the City of Duarte.

Councilmember Finlay moved to nominate Councilmember Garcia for Mayor/Chairperson.

Councilmember Kang seconded the nomination.

No other nominations were made.

Moved by Councilmember Finlay seconded by Councilmember Kang and carried by the following vote of the City Council to select Councilmember Cesar A. Garcia as Mayor/Chairperson for the city of Duarte.

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

Mayor Garcia thanked his colleagues, family, and friends for their support and shared excitement for the future.

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

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

Councilmember Finlay moved to nominate Councilmember Martin Del Campo for Mayor Pro Tem/ Vice Chairperson.

Councilmember Truong seconded the nomination.

No other nominations were made.

Moved by Councilmember Finlay seconded by Mayor Truong and carried by the following vote of the City Council to select Councilmember Martin Del Campo as Mayor Pro Tem/ Vice Chairperson for the City of Duarte.

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

G. Recess (20 minutes) - Welcome Reception in honor of newly elected and re-elected City Councilmembers

The City Council briefly recessed for a reception.

The City Council meeting resumed at 8:40 p.m.

10. BUSINESS ITEMS

A. Duarte Chamber of Commerce Annual Update

Kalpna Shah provided an overview of the financial health of the Duarte Chamber of Commerce; detailed events in the past year; gave an overall financial update; and shared goals for the future.

The City Council thanked Kalpna for her service.

In response to questions posed by the City Council, Kalpna shared steps that were taken to reduce the Chambers' debt and increase its revenue.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Mark Montgomery congratulated Mayor Garcia; thanked Councilmember Truong for his work; commented on the diversity of the City Council and wished everyone a Happy Holidays.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)
- B. Approve absence(s) of City Councilmember(s) from the City Council meeting
- C. Approval of Minutes - November 26, 2024 Regular Meeting (CC/HA/FA)
- D. Approval of Warrants - December 10, 2024 (CC/HA/FA)
- E. Receive and file the Community Development Department Update
- F. Receive and file the Parks and Recreation Department Update
- G. Receive and file the Duarte Housing Successor Annual Report regarding the Low- and Moderate Income Asset Fund pursuant to California Health and Safety Code Section 34176.1 (f).
- H. Authorize the Notice of Completion for the Royal Oaks Park Gazebo Replacement Project (24-9) in the amount of \$64,900.
- I. Approve Resolution No. 24-23 adjusting the hourly rate schedule for compliance with the new minimum wage requirements effective January 1, 2025.
- J. Second Reading and Adoption of Ordinance No. 928 amending the Duarte Municipal Code to comply with State law regarding tobacco, improve City enforcement of tobacco-related Municipal Code violations, and to enhance public safety, health and welfare
- K. Approve Public Safety Director CACEO Conference hotel related expenses in the amount of \$508.89.

Moved by Councilmember Truong seconded by Councilmember Finlay and carried by the following vote of the City Council to approve items 7.A-7.K of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

A. Community Development Block Grant (CDBG) Program - Consideration to approve the City of Duarte's CDBG Proposed Program for Fiscal Year (FY) 2025-2026 (July 1, 2025 – June 30, 2026)

Mayor Garcia opened the public hearing.

Tina Gall, CDBG consultant, presented the staff report which detailed the annual request to utilize CDBG funds to implement the FY 2025-2026 CDBG Project, Installation of the ADA Curb Ramps.

Per questions posed by the City Council, Tina clarified the timeline of the project; highlighted the funding sources being used; and shared the number of ramps that are completed per project.

Public Comment

None.

Mayor Garcia closed the public hearing.

Moved by Councilmember Truong seconded by Councilmember Finlay and carried by the following vote of the City Council to allocate approximately \$130,000 in FY 2025-2026, plus unspent, carry-over CDBG funds in the amount of approximately \$10,800, for a total of \$140,800 to implement a new FY 2025-2026 CDBG Project, Installation of America ns with Disabilities Act-Compliant (ADA) Curb Ramps;

authorize the City Manager, or designee, to execute all necessary contract documents in a form approved by the City Attorney; and authorize staff the ability to make adjustments due to changes in CDBG funding allocations and/or as needed due to programmatic interpretations by the Los Angeles County Development Authority (LACDA).

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

10. BUSINESS ITEMS (continued)

B. Approval of the FY 2024-25 Duarte Chamber of Commerce Services Agreement

Assistant to the City Manager Rangel presented the staff report regarding approval of the Duarte Chamber agreement which would serve as interim for the next six months. In the meantime, city staff and the Chamber will work together to define an updated scope of work that aligns with Stratiscope's recommendations.

In response to questions posed by the Council, City Manager Villalobos confirmed that during the next budget meeting a revised agreement will be brought forward with additional requirements.

Moved by Councilmember Kang seconded by Councilmember Truong and carried by the following vote of the City Council to approve the FY 2024-25 Services Agreement Term Extension in the amount of \$32,000 with the Duarte Chamber of Commerce through June 30, 2025.

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

C. Burrtec Waste 2023 Annual Performance Review and 2025 Rate Review

Assistant to the City Manager Rangel summarized Burrtec's performance review based on key elements; detailed their 2025 goals; and explained the proposed updated scope of work to include SB 1383 components.

Richard Nino, Vice President of Burrtec, gave an overview of the proposed rates for residential, commercial and multi-family, explained the 2024 adjustment factors; and also shared the future of solid waste in their organization.

Discussion ensued regarding procurement requirements for recovered organic waste product as well as composting facility locations.

Public Comment

Steve Hernandez complemented Burrtec for their services and expressed support for the company.

Lino Parras stated his opinion on the contract with Burrtec and the City of Duarte.

Moved by Councilmember Finlay seconded by Councilmember Kang and carried by the following vote of the City Council to approve both the Burrtec Waste Services 2023 Annual Performance Review and Amendment No. 16 to the "Municipal Solid Waste, Recyclables and Green Waste Services Agreement Between the City of Duarte and Burrtec Waste Services," setting the refuse collection and recycling rates to become effective January 1, 2025 and adding the required SB 1383 contract amendment.

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

D. Audited Financial Statements for Fiscal Year 2023/24

Financial Services Manager Chiaromonte gave an overview of the 2023/24 Year End Statements; summarized the final 23/24 numbers; and stated the overall economic conditions.

The City Council thanked the Finance Department for being fiscally conservative.

Moved by Finlay seconded by Councilmember Martin Del Campo and carried by the following vote of the City Council to Receive and file the Audited Financial Statements for Fiscal Year 2023/24.

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

E. Approval of a Professional Services Agreement with De Novo Planning Group for Preparation of an Initial Study and Mitigated Negative Declaration for a Residential Project located at 1404-1414 Royal Oaks Drive

Director Hensley presented a staff report regarding approval of an agreement for the preparation of environmental documentation for the properties at 1404 and 1414 Royal Oaks Drive; he shared the environmental review timeline; and explained that the costs will be funded by the property owner.

Discussion ensued regarding the ownership history of the property and the zoning.

Moved by Councilmember Truong seconded by Councilmember Finlay and carried by the following vote of the City Council to authorize the City Manager to sign a professional services agreement with De Novo Planning Group for the preparation of environmental documentation for the subject property.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

Steve Hernandez thanked staff and the City Council for their service the past year and wished everyone a Happy Holiday Season.

Lino Parras congratulated new Councilmember Calderon, Mayor Garcia, and Mayor Pro Tem Del Campo; wished everyone a Happy Holidays; and asked the Council to project their voice so that residents sitting in the back of the Council Chambers can hear better.

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

City Manager Villalobos wished everyone a Merry Christmas.

Shawna McKee congratulated the City Council on their reorganization.

Councilmember Lewis congratulated his new colleagues; shared he saw Councilmember Kang in the Hollywood parade; and wished everyone a Happy Holidays.

Councilmember Kang congratulated Mayor Garcia, Mayor Pro Tem Martin Del Campo, Councilmember Lewis, and Councilmember Calderon; he also shared appreciation for Councilmember Truong and former Councilmember Schulz; thanked staff for their work; and wished everyone a Happy Holidays.

Councilmember Truong congratulated his colleagues; thanked his wife for her support; wished his son a Happy Birthday; thanked staff for the work they put in throughout the year; thanked former Councilmember Schulz for her service; and wished everyone a Happy Holidays.

In response to questions posed by the City Council Director Hensley clarified that there are no plans for section eight housing at 2400 Huntington Drive.

Councilmember Finlay congratulated her colleagues on their new positions and wished everyone a Happy Holidays.

Councilmember Calderon thanked his colleagues for the warm welcome and shared excitement to serve his community, get to know staff, and work together with his fellow Councilmembers.

Mayor Pro Tem Martin Del Campo thanked her fellow Councilmembers for their help and support and also shared excitement to step into her new role. She also asked that the meeting be adjourned in honor of longtime resident Kirk Ludwig and shared details about his life in Duarte.

Mayor Garcia thanked Deputy Valenzuela for collaborating with Walmart and Target for holiday events and added an adjournment for the passing of his cousin Lizbeth Torres Garcia. He also shared words of appreciation for the rest of the City Council and wished everyone a Happy Holidays.

13. ADJOURNMENT

At 9:38 p.m., the City Council adjourned the meeting in memory of Ken Mallory, Kirk Ludwig, and Lizbeth Torres Garcia.

Vinh Truong, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1410-7650	AUTOZONE	Vehicle #9 Core Charge	220461		24.26
100-1410-7650	PRECISION AERIAL SERVICES I...	Vehicle #2 Boom Repair	5301		8,732.97
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Membership Dues	220486		112.50
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz Membership Dues	220486		112.50
100-1010-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Membership Dues	220486		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Larry Breceda Membership Dues	220486		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Membership Dues	220486		262.50
100-1805-7612	ROTARY CLUB OF DUARTE	Kristen Petersen Membership Dues	220486		262.50
100-1605-7735	CAPITAL ONE	TC Halloween Candy	EFT25-0716		49.84
100-1605-7735	CAPITAL ONE	Teen Ctr Television	EFT25-0716		996.05
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	EFT25-0716		9.61
100-1605-7733	CURO MANAGED PRINT PRO...	SC Activity Calendar 11/2024	220466		18.74
100-1605-7745	DELONG UNLIMITED SCREEN ...	TC Boxing Sweaters	220467		617.40
100-1605-7730	HOME DEPOT CREDIT SERVICES	Dia de los Muertos Alter	BD25-0753		473.70
100-1605-7730	HOME DEPOT CREDIT SERVICES	Dia de los Muertos Alter	BD25-0753		13.97
100-1605-7730	CAPITAL ONE	Halloween Howl Candy	EFT25-0716		459.50
100-1205-7781	CGAA INC	Sheriff's Dept Fuel 11/28/2024	220465		78.17
100-1610-7652	CHARLES R SIMPSON	City Yard Fence/Gate Operator Repairs	220488		875.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5281		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5281		9.54
100-1605-7735	CAPITAL ONE	TC Holiday Decorations/Wildstylez Supplies	EFT25-0716		228.45
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/SC Cart Wheels	BD25-0753		415.58
100-1605-7736	ANCOM GROUP INC	Instructor Fee-Math/Critical Reading Fall S2	5272		235.20
100-1610-7652	LOS ANGELES COUNTY DEPAR...	FY25 Town Ctr Backflows (3) Assembly	220478		111.00
100-1415-7661	LOS ANGELES COUNTY DEPAR...	FY25 Otis Gordon Sport Park Backflow Assembly	220478		37.00
100-1610-7652	LOS ANGELES COUNTY DEPAR...	FY25 Duarte Teen Ctr Backflow Assembly	220478		37.00
100-2121	MOORE IACOFANO GOLTSMA...	Duarte Westminster Garden Specific Plan 10/2024	220480	202417-dep-Westminister Ga...	348.75
100-1610-7618	IT'S A GAS INC	Senior Ctr Helium Tank	5293		547.68
100-1610-7652	INX BUILDING MAINTENANCE	Cmty Ctr Deep Cleaning 11/17/24 & 11/24/24	5292		284.68
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	5288		611.74
100-1610-7618	ULINE INC	CC/SC Hand Trucks/SDS Compliance Center	5314		1,085.57
100-1610-7652	CINTAS CORPORATION #693	Facility Maint Uniforms	5281		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5281		9.54
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Panel Repair (Leaking Gasket)	220495		345.00
100-1605-7735	SHAFFER AWARDS	TC Wild Stylez Dance Awards	220487		244.42
100-1205-7615	FOOTHILL COMMUNICATIONS...	EOC Radio Charger	5287		107.27
100-1020-7716	CURO MANAGED PRINT PRO...	Snow Nite Signage	220466		1,611.53
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Facility Paper Products	5307		1,049.97
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies	5307		1,215.41

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/Misc Facility Repairs	BD25-0753		252.67
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 11/2024	5286		168.00
100-1010-7612	INTERNATIONAL INSTITUTE OF..	Annette Juarez Membership 1/1/2025 - 12/31/2025	220475		235.00
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	5317		1,061.19
100-1825-7630	CANON FINANCIAL SERVICES I...	(2)CH/PS/SC/TC Copier Lease 12/1/24 - 12/31/24	220463		1,735.23
100-1825-7631	CANON FINANCIAL SERVICES I...	(2)CH/PS/SC/TC Copier Maint 10/1/24-/10/31/24	220463		649.48
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 10/23/24 - 11/22/24	220464		35.71
100-1610-7652	INX BUILDING MAINTENANCE	Senior Center Cleaning 11/22/2024	5292		142.34
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conference Hotel/Meal (Hyatt)	5313		533.17
100-1205-7612	U.S. BANK	Larry Breceda CACEO Dues	5313		100.00
100-1205-7612	U.S. BANK	CCEO Application Fee (CACEO)	5313		210.00
100-1205-7636	U.S. BANK	M silver Uniform Jacket (FSP Designs)	5313		199.26
100-1205-7779	U.S. BANK	DART Event Supplies (Dollar Tree)	5313		2.96
100-1205-7779	U.S. BANK	DART Hiking Trip Meal 11/23/24 (In-N-Out)	5313		69.13
100-1205-7779	U.S. BANK	DART Officers Meeting 11/21/24 (Youngs Gourmet)	5313		85.55
100-1205-7779	U.S. BANK	DART Event Meal 11/9/24 (Mrs Dragon Noodle)	5313		69.22
100-1205-7779	U.S. BANK	DART Field Trip 11/5/24 (Look Cinemas)	5313		67.60
100-1205-7779	U.S. BANK	DART Event Dinner 10/24/24 (Hong Kong Express)	5313		64.57
100-1205-7779	U.S. BANK	DART Member Sport Uniform (Amazon)	5313		21.20
100-1205-7779	U.S. BANK	DART Event Meal 11/12/24 (Domino's Pizza)	5313		56.17
100-1205-7779	U.S. BANK	DART Event Dinner 11/4/24 (Domino's Pizza)	5313		26.43
100-1205-7779	U.S. BANK	DART Field Trip Dinner 11/5/24 (Wingstop)	5313		62.81
100-1205-7780	U.S. BANK	Animal Control Equipment (Amazon)	5313		74.92
100-1205-7783	U.S. BANK	A-Team Event 11/8/24 (Round 1)	5313		229.85
100-1205-7980	U.S. BANK	Tobacco Decoy Supplies (Target)	5313		28.30
100-1205-7980	U.S. BANK	Tobacco Decoy Lunch (Tropicana Market)	5313		76.75
100-1205-7980	U.S. BANK	Traffic Equipment (Amazon)	5313		265.37
100-1205-7980	U.S. BANK	Red Ribbon Week Supplies (Target)	5313		415.94
100-1205-8030	U.S. BANK	Drone Registration (Gdit FAA Dronezone)	5313	202513/100-1205-8030-Other...	5.00
100-1205-8030	U.S. BANK	Bryan Ariizumi FAA UAS License Exam Fee (PSI)	5313	202513/100-1205-8030-Other...	175.00
100-1205-8030	U.S. BANK	Drone Equipment (Amazon)	5313	202513/100-1205-8030-Other...	153.41
100-1610-8100	ROOT BUILDING ENGINEERS I...	City Yard Electrical Bid Package Prep	220485	202516/1610-8100- Other Cap..	3,515.00
100-1605-7741	HOME DEPOT CREDIT SERVICES	Youth Sports Inflator	BD25-0753		44.07
100-1020-7716	CARLOS MARTINEZ	Snow Nite Inflatables & Chairs	220479		929.00
100-1605-7733	CURO MANAGED PRINT PRO...	SC Activity Calendar 12/2024	220466		18.74
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 10/2024	5304		406.25

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 10/2024	5304		2,880.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 10/2024	5304		2,400.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Safety Improvements 10/2024	5304	202118-ATP Cycle 4-Professio...	650.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 10/2024	5304	202412-Prof Svc-FY24 Bike Tra...	160.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5281		14.04
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5281		46.65
100-1610-7652	ALBERTOS PLUMBING	Encanto Toilet Valve (3...	5273		1,050.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 11/10/24 - 11/23/24	5274		6,751.29
100-1610-7652	STATE OF CALIFORNIA DEPAR...	Senior Ctr Elevator Conveyance/Inpsection Fee	220493		225.00
100-1205-7762	CALE AMERICA INC	WTP Fees 11/2024	5278		85.71
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Plumbing Repair (PVC Fitting Leak)	220495		885.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Yard Repairs	BD25-0753		60.22
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Light/City Yard Repairs	BD25-0753		124.52
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Permit Tech Printer Maint 10/27/24-11/26/24	220464		46.78
100-1610-7652	ALBERTOS PLUMBING	PS Mop Sink Faucet Replacement	5273		622.50
100-1610-8100	SOUTHERN CALIFORNIA EDIS...	City Yard Electrical Upgrades	5309	202516/1610-8100- Other Cap..	67,232.80
100-1815-7980	THE TECHNOLOGY DEPOT INC	Park & Rec ActiveNet Computer Swap	5311		180.00
100-1825-7626	FEDEX	Document Delivery	220471		48.66
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 11/2024	5296		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 11/2024	5296		2,080.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 11/2024	5296		76.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 11/2024	5296		3,426.72
100-1605-7965	AQUATIC DESIGN GROUP INC	FC Pool Deck Renovation Design 9/1/24-10/31/24	220460	202421-Prof Svcs-FC Pool Deck..	89,928.00
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control 11/2024	5318		815.59
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Intern/FC Printer Maint 8/31/24 - 11/29/24	220464		57.11
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 11/2024	220482		48.00
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 11/2024	5310		1,366.78
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 11/2024	5280		16,533.15
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	220470		70.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	220470		14.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	220470		7.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	220470		21.00
100-1605-7610	SOUTHERN CALIFORNIA MUN...	George Dang 2024 A&I Meeting	220492		30.00
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan/WELO/SIP & E911 Bundle 1/2025	5283		1,668.87
100-1610-7652	ALBERTO R PEREZ	Weekly Aquatic Maintenance of Duarte Pools	5299		1,950.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 1/2025	5311		608.30
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 1/2025	5311		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Mgmt 1/2025	5311		399.20
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/2024	5312		226.39

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Services 12/2024	5292		1,959.21
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 12/2024	5292		1,773.47
100-1205-7779	CMC LIVESCAN & NOTARY SE...	Livescan Services 11/2024	5284	202418-FY23-26-Exp-Tutors,S...	50.00
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 11/2024	5284		50.00
100-1205-7783	RAYMOND ABERNATHY	A-Team Youth Suppor...	5271		6,700.00
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Supplies	BD25-0753		196.73
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts & Supplies	BD25-0753		19.53
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 1/2025	5300		104.67
100-1020-7716	JK PROPERTY SERVICES INC	Civic Center Tree Install/Storage	220476		8,335.00
100-1020-7716	SMART & FINAL	Tree Lighting Candy Canes for Santa	220489		79.96
100-1605-7736	LUCIA ROMERO	Instructor Fee-Folklorico Fall 2024	220484		630.00
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 11/2024	5302		1,192.50
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	220496		2,485.61
100-4812	BETTY GONZALEZ	SC Christmas Dinner & Show Refund	220472		15.00
100-1610-7652	ALBERTO R PEREZ	Training Pool Supply Line Leak Repair	5299		2,105.35
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 12/1/2024 - 12/31/2024	BD25-0694		565.20
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 12/1/2024 - 12/31/2024	BD25-0695		552.20
100-1020-7716	SMART & FINAL	Tree Lighting Supplies	220489		46.57
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5281		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5281		9.54
100-1410-7650	HUNTINGTON TIRE & AUTO C...	Vehicle 12 Tire Replacement	5291		300.68
100-1005-7980	SHAFFER AWARDS	Jody Schulz Engraved Plaque	220487		39.95
100-1005-7980	SHAFFER AWARDS	Martin Calderon Name Badge	220487		19.79
100-1605-7735	SHAFFER AWARDS	TC Community Stake Holder Award	220487		110.19
100-1410-7650	WARDS SERVICE	Vehicle 12 Service/Repair	5316		495.68
100-1810-7660	CALIFORNIA STATE DEPARTM...	Fingerprint Apps 11/2024	5279		96.00
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Supplies	BD25-0753		45.14
100-1610-7616	CURO MANAGED PRINT PRO...	FC Staff Uniform Name Badge	220466		25.63
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 11/2024	5282		3,605.53
100-1015-7684	CIVICA LAW GROUP, APC	1318 Galen St Legal 11/2024	5282		1,941.94
100-1015-7684	CIVICA LAW GROUP, APC	Mendoza v Duarte Admin Appeal 11/2024	5282		2,108.63
100-1015-7684	CIVICA LAW GROUP, APC	Tobacco Enforcement Code Updates 11/2024	5282	202419-Code Enforcement Le...	325.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 11/2024	5282		11,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Expenses 11/2024	5282		242.04
100-1020-7716	SMART & FINAL	Snow Nite Staff Snacks	220489		41.84
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	220489		55.01
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Mtgs 11/2024	5276		600.00
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 11/1/24 - 11/30/24	BD25-0697		2,077.59
100-1605-7737	SMART & FINAL	Adult Excursion Food/Drinks	220489		100.93
100-1610-7652	JAVIER JOON LEE	CH Courtyard/Walkway Pressure Wash	220477		1,972.00
100-1610-7618	SHAFFER AWARDS	Councilmember Martin Calderon Name Tags	220487		54.96
100-1610-7652	MARCUS LEON BANKS SR	ROP Pickleball Light Repair	220462		2,256.47
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Cleaning 12/8/24 & 12/15/24	5292		284.68

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Facility Paper Products	5307		386.77
100-1805-7653	SECTRAN SECURITY INC	December 2024 Courier Pick-up	5305		339.63
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2024	5295		460,322.91
100-1605-7736	JOHNNY D ALLEN	Instructor Fee-Pickleball S1/S2	5275		442.40
100-1410-7900	SULLY-MILLER CONTRACTING ...	Emergency Clean-up Agreement 11/2024	220494	202315-Flood Response,Emer...	9,116.10
100-1010-7980	MORRALITO MEXICAN GRILL	Council Meeting Dessert	220481		165.38
100-1605-7736	BEGINNERS EDGE SPORTS TRA...	Instructor Fee-BEST Basketball Fall 2024	5277		1,082.90
100-1605-7736	JOSE GONZALEZ	Instructor Fee-Futsal Fall 2024	5289		374.50
100-1605-7736	DANCEFIT LLC	Instructor Fee-Baby Ballet/Hip-Hip Fall S3	5285		151.20
100-1205-7650	AUTOZONE	Vehicle #27 Wiper Blades	220461		33.71
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	220468		165.00
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Hungry Holidays Kids	5315		840.00
100-1415-7889	LANDSCAPE WAREHOUSE III	Sports Park Irrigation Repairs	5294		551.50
100-2120	ELETRICE HARRIS	ROP Bldg Rent Deposit Refund	220473		150.00
100-1205-7650	AUTOZONE	Vehicle #27 Supplies	220461		34.18
100-1405-7614	SMART & FINAL	Office Supplies	220489		38.00
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 11/2024	5303	202424- 100-2121/1433 Crestf..	23,874.83
100-1825-7626	FEDEX	Document Delivery 12/5/2024	220471		32.22
100-1815-7980	THE TECHNOLOGY DEPOT INC	Park & Rec ActiveNet Swap	5311		75.00
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	220483		75.00
100-1010-7076	ALBERT NUNEZ	Tuition Reimbursement	5298		3,500.00
100-1815-7965	MAXTREME INC	IT Helpdesk 12/2024	5297		12,500.00
100-1805-7653	SMART & FINAL	Card Replacement Fee	220490		25.00
100-1815-7980	MAXTREME INC	Laptop Bags/Covers/Docking Stations/IT Switch	5297		1,038.35
100-1815-8011	MAXTREME INC	CMO Dept Laptop/Mac Mini/Scanner/Printers	5297		5,995.15
100-1815-7632	MAXTREME INC	Office 365 Licenses 11/2024 & 12/2024	5297		940.50
100-1815-7632	MAXTREME INC	Google Maxhavens 11/2024 & 12/2024	5297		230.40
100-1815-7821	THE TECHNOLOGY DEPOT INC	CH FortiNet CyberSecurity 1/17/2025 - 1/16/2026	5311		583.50
100-1410-7650	WEX BANK	CNG Fuel 11/1/24 - 11/30/24	BD25-0752		65.91
100-1605-7614	DUARTE RECREATION PETTY ...	Recreation Dept Decorations	220469		15.71
100-1605-7650	DUARTE RECREATION PETTY ...	Van #16 Car Wash	220469		19.00
100-1605-7730	DUARTE RECREATION PETTY ...	Home Decorating Contest Gift Cards	220469		80.00
100-1605-7735	DUARTE RECREATION PETTY ...	Wild Stylez Dance Uniform Supplies	220469		53.27
100-1020-7716	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD25-0753		-4.39
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD25-0753		-0.35
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD25-0753		-3.35
Fund 100 - GENERAL FUND Total:					815,946.84
Fund: 220 - GAS TAX FUN					
220-2210-7813	SHARPLINE SOLUTIONS INC	(6) Yield to Pedestrians Signs	5306		1,906.38
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 10/2024	5304		687.50
220-2205-8100	SITE DESIGN STUDIO INC	Highland Ave Promenade Landscape 10/21 - 12/5/24	5308	202106-2205-8100-Highland P...	1,000.00
Fund 220 - GAS TAX FUN Total:					3,593.88
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Aloysia Moore Park Backflow Assembly	220478		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Tzeitel Paras Park Backflow Assembly	220478		37.00

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Hacienda Park Backflow Assembly	220478		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Duarte Park Backflow Assembly	220478		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Beardslee Park Backflow Assembly	220478		37.00
240-2423-7887	LOS ANGELES COUNTY DEPAR...	FY25 Amberwood LLD Backflow Assembly	220478		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Royal Oaks Park (4) Backflow Assembly	220478		148.00
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 11/2024	5296		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 11/2024	5296		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 11/2024	5296		1,509.99
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 11/2024	5296		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 11/2024	5296		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 11/2024	5296		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	5296		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 11/2024	5296		708.33
240-2405-7888	HOME DEPOT CREDIT SERVICES	Huntington Dr Street Light Supplies	BD25-0753		36.43
240-2405-7888	HOME DEPOT CREDIT SERVICES	Huntington Dr Street Light Supplies	BD25-0753		40.08
240-2410-7888	SOUTHEAST CONSTRUCTION ...	Square Stepping Stone	220491		56.56
240-2405-7888	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD25-0753		-1.39
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					41,325.98
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2024	5295		11,941.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,941.67
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-2127	TRUELINE CONSTRUCTION & ...	Retention	220498		-5,823.06

Council Warrant Register By Account

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
400-4005-8041	TRUELINE CONSTRUCTION & ...	Royal Oaks Parks Pickleball Court Conversion	220498		116,461.35
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					110,638.29
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	AUTOZONE	Vehicle Battery Core Credit	220461		-22.00
440-4405-7650	AUTOZONE	Vehicle Battery Core Credit	220461		-66.00
440-4405-7650	AUTOZONE	Yard Supplies	220461		23.80
440-4405-7788	INLAND EMPIRE STAGES LTD	Old Town Temecula Excursion 11/21/24	220474		339.98
440-4405-7650	HOME DEPOT CREDIT SERVICES	Yard Supplies	BD25-0753		27.53
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	220470		28.00
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	220496		233.94
440-4405-7650	AUTOZONE	Yard Supplies	220461		106.83
440-4405-7650	TENNESSEE DEPARTMENT OF ...	Vehicle #26 Duplicate Title	220497		14.00
440-4405-7650	WEX BANK	Transporation Fuel 11/1/24 - 11/30/24	BD25-0752		126.72
440-4405-7650	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD25-0753		-0.50
Fund 440 - PROPOSITION A TRANSIT FUND Total:					812.30
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7788	INLAND EMPIRE STAGES LTD	Old Town Temecula Excursion 11/21/24	220474		1,745.43
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	220496		204.70
460-4605-7788	INLAND EMPIRE STAGES LTD	Riverside Mission Inn Excursion 12/5/2024	220474		1,315.35
Fund 460 - PROPOSITION C TRANSIT FUND Total:					3,265.48
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-8100	STATE WATER RESOURCES C...	NPDES Annual Permit Fee 7/01/24 - 6/30/25	BD25-0739		10,920.00
490-4905-8100	STATE WATER RESOURCES C...	Sanitary Sewer Overflow Program 7/01/24 - 6/30/25	BD25-0738		3,945.00
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					14,865.00
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
681-6815-7965	HARRIS & ASSOCIATES	FY24 SB341 Report 8/7/24 - 11/23/24	5290		10,225.00
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					10,225.00
Grand Total:					1,012,614.44

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	815,946.84
220 - GAS TAX FUN	3,593.88
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	41,325.98
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,941.67
400 - PARK DEVELOPMENT GRANT FUND	110,638.29
440 - PROPOSITION A TRANSIT FUND	812.30
460 - PROPOSITION C TRANSIT FUND	3,265.48
490 - MEASURE W (WATER/STORMWATER)	14,865.00
681 - Former RDA Low-Mod Income Housing Asset Fund	10,225.00
Grand Total:	1,012,614.44

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	112.50
100-1005-7644	Travel & Exp - Schulz	112.50
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7980	Other Expenses	59.74
100-1010-7076	Tuition Reimbursement	3,500.00
100-1010-7612	Publications and Dues	497.50
100-1010-7670	Legal Notices	1,366.78
100-1010-7980	Other Expenses	165.38
100-1015-7684	Code Enforcement Legal	19,223.14
100-1020-7716	Special Community Even...	11,281.38
100-1020-7724	Post Office Parking	312.00
100-1020-7726	Council Cablecasting	600.00
100-1205-7610	Travel, Mtgs & Conf	533.17
100-1205-7612	Publications and Dues	835.00
100-1205-7615	Emergency Supplies	107.27
100-1205-7636	Uniforms	199.26
100-1205-7650	Vehicle Maintenance	137.89
100-1205-7655	Emergency Services	226.39
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	575.64
100-1205-7780	Animal Control	74.92
100-1205-7781	Contract Law Enforceme...	460,415.08
100-1205-7782	Crossing Guard Contract...	6,751.29
100-1205-7783	A-Team Program	6,929.85
100-1205-7980	Other Expenses	786.36
100-1205-8030	Other Equipment	333.41
100-1405-7614	Office Supplies	38.00
100-1405-7650	Vehicle Maintenance	7.00
100-1405-7800	Building Department Ser...	17,650.55
100-1405-7965	Professional Services	810.00
100-1405-7969	City Engineer	5,686.25
100-1410-7650	Vehicle Maintenance	9,640.50
100-1410-7814	Graffiti Removal	2,485.61
100-1410-7815	Brush Clearance	2,156.00
100-1410-7900	Emergency Cleanup/Mai...	9,116.10
100-1410-7980	Other Expenses	19.18
100-1415-7661	Other Serv-Sports Park	37.00
100-1415-7889	Repairs-Sports Park	551.50
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	30.00
100-1605-7614	Office Supplies	15.71
100-1605-7650	Vehicle Maintenance	19.00
100-1605-7730	Special Events	1,027.17
100-1605-7733	Senior Center	202.48

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	1,691.83
100-1605-7736	Youth & Adult Recreatio...	3,756.20
100-1605-7737	Adult Excursions	100.93
100-1605-7741	Sports/Playground Progr...	44.07
100-1605-7745	Boxing Program	617.40
100-1605-7965	Professional Services	89,928.00
100-1610-7616	Pool Supplies	25.63
100-1610-7617	Pool Chemicals	611.74
100-1610-7618	Building Supplies	6,306.20
100-1610-7636	Uniforms	64.96
100-1610-7652	Building Maint Services	18,067.69
100-1610-8100	Other Capital Improvem...	70,747.80
100-1805-7612	Publications and Dues	262.50
100-1805-7653	Bank Charges	364.63
100-1810-7660	Other Services	146.00
100-1815-7632	Software	3,248.49
100-1815-7821	Network & Internet Serv...	1,591.00
100-1815-7830	Telephone Services	2,133.07
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	1,293.35
100-1815-8011	Computer Equipment (C...	5,995.15
100-1825-7626	Postage	80.88
100-1825-7630	Equipment Lease	1,735.23
100-1825-7631	Equipment Maintenance	789.08
100-1825-7687	Waste Mgmt Services	1,192.50
100-2120	Refundable Deposits	150.00
100-2121	Pass Through Deposits	24,223.58
100-2125	Metro Pass Through (TA...	48.00
100-4812	Senior Center Fees	15.00
220-2205-8100	Other Capital Improvem...	1,000.00
220-2210-7813	Regulatory Signs	1,906.38
220-2225-8100	Other Capital Improvem...	687.50
240-2405-7888	Repairs-Citywide	75.12
240-2410-7662	Other Serv-Citywide	333.00
240-2410-7888	Repairs-Citywide	56.56
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7887	Repairs & Replacements	37.00
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
290-2905-7781	Contract Law Enforceme...	11,941.67
400-2127	Retention Payable	-5,823.06
400-4005-8041	Park Improvements (Cap...	116,461.35
440-4405-7650	Vehicle Maintenance	238.38
440-4405-7788	Shuttle Services	339.98

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7814	Graffiti Removal	233.94
460-4605-7788	Shuttle Services	3,060.78
460-4605-7814	Graffiti Removal	204.70
490-4905-8100	Other Capital Improvem...	14,865.00
681-6815-7965	Professional Services	10,225.00
Grand Total:		1,012,614.44

Project Account Summary

Project Account Key	Payment Amount
None	816,080.55
202106-2205-8100-Highland Promenade Measure M	1,000.00
202118-ATP Cycle 4-Professional Svcs	650.00
202315-Flood Response,Emergency CleanUp,Mtn,K-rail	9,116.10
202412-Prof Svc-FY24 Bike Trail Rehab Proj	160.00
202417-dep-Westminister Garden Specific Plan & EIR	348.75
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	50.00
202419-Code Enforcement Legal-Tobacco Grant	325.00
202421-Prof Svcs-FC Pool Deck Renovation	89,928.00
202424- 100-2121/1433 Crestfield(Andres Duarte)	23,874.83
202513/100-1205-8030-Other Equip-River Bed Grant	333.41
202516/1610-8100- Other Cap Impr-CityYard Electric	70,747.80
Grand Total:	1,012,614.44



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6449 - ALBERT NUNEZ					
100-1010-7076	ALBERT NUNEZ	Tuition Reimbursement	12162024		3,500.00
Vendor 6449 - ALBERT NUNEZ Total:					3,500.00
Vendor: 6588 - ALBERTO R PEREZ					
100-1610-7652	ALBERTO R PEREZ	Weekly Aquatic Maintenance of Duarte Pools	2523		1,950.00
100-1610-7652	ALBERTO R PEREZ	Training Pool Supply Line Leak Repair	2522		2,105.35
Vendor 6588 - ALBERTO R PEREZ Total:					4,055.35
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Encanto Toilet Valve (3...	682071		1,050.00
100-1610-7652	ALBERTOS PLUMBING	PS Mop Sink Faucet Replacement	682072		622.50
Vendor 5561 - ALBERTOS PLUMBING Total:					1,672.50
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc 11/10/24 - 11/23/24	97370		6,751.29
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					6,751.29
Vendor: 4645 - ANCOM GROUP INC					
100-1605-7736	ANCOM GROUP INC	Instructor Fee-Math/Critical Reading Fall S2	FL24-2		235.20
Vendor 4645 - ANCOM GROUP INC Total:					235.20
Vendor: 5505 - AQUATIC DESIGN GROUP INC					
100-1605-7965	AQUATIC DESIGN GROUP INC	FC Pool Deck Renovation Design 9/1/24-10/31/24	33523	202421-Prof Svcs-FC Pool Deck..	89,928.00
Vendor 5505 - AQUATIC DESIGN GROUP INC Total:					89,928.00
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Vehicle #9 Core Charge	2814221329		24.26
100-1205-7650	AUTOZONE	Vehicle #27 Wiper Blades	02814501352		33.71
100-1205-7650	AUTOZONE	Vehicle #27 Supplies	02814502151		34.18
Vendor 1491 - AUTOZONE Total:					92.15
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Mtgs 11/2024	408387		600.00
Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:					600.00
Vendor: 5760 - BEGINNERS EDGE SPORTS TRAINING LLC					
100-1605-7736	BEGINNERS EDGE SPORTS TRA...	Instructor Fee-BEST Basketball Fall 2024	1947		1,082.90
Vendor 5760 - BEGINNERS EDGE SPORTS TRAINING LLC Total:					1,082.90
Vendor: T4652 - BETTY GONZALEZ					
100-4812	BETTY GONZALEZ	SC Christmas Dinner & Show Refund	2000541.005		15.00
Vendor T4652 - BETTY GONZALEZ Total:					15.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 11/2024	183300		85.71
Vendor 5559 - CALE AMERICA INC Total:					85.71
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTM...	Fingerprint Apps 11/2024	779964		96.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					96.00

Council Warrant Register By Vendor

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	(2)CH/PS/SC/TC Copier Lease 12/1/24 - 12/31/24	36643971		1,735.23
100-1825-7631	CANON FINANCIAL SERVICES I...	(2)CH/PS/SC/TC Copier Maint 10/1/24-/10/31/24	36643971		649.48
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,384.71
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 10/23/24 - 11/22/24	6010033940		35.71
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Permit Tech Printer Maint 10/27/24-11/26/24	6010072437		46.78
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD Intern/FC Printer Maint 8/31/24 - 11/29/24	6010103768		57.11
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					139.60
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	CAPITAL ONE	TC Halloween Candy	01359		49.84
100-1605-7735	CAPITAL ONE	Teen Ctr Television	04753		996.05
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	00959		9.61
100-1605-7730	CAPITAL ONE	Halloween Howl Candy	89606		459.50
100-1605-7735	CAPITAL ONE	TC Holiday Decorations/Wildstylez Supplies	09253		228.45
Vendor 6229 - CAPITAL ONE Total:					1,743.45
Vendor: 5164 - CARLOS MARTINEZ					
100-1020-7716	CARLOS MARTINEZ	Snow Nite Inflatables & Chairs	000056		929.00
Vendor 5164 - CARLOS MARTINEZ Total:					929.00
Vendor: 6592 - CGAA INC					
100-1205-7781	CGAA INC	Sheriff's Dept Fuel 11/28/2024	1023		78.17
Vendor 6592 - CGAA INC Total:					78.17
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 11/2024	68156		16,533.15
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					16,533.15
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	City Yard Fence/Gate Operator Repairs	05671186		875.00
Vendor 2025 - CHARLES R SIMPSON Total:					875.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4211269699		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4211269699		9.54
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4211960728		9.54
100-1610-7652	CINTAS CORPORATION #693	Facility Maint Uniforms	4211960728		25.46
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4212827194		14.04
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4212827194		46.65
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4213440895		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4213440895		9.54
Vendor 5140 - CINTAS CORPORATION #693 Total:					165.69
Vendor: 6483 - CIVICA LAW GROUP, APC					
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 11/2024	14774		3,605.53
100-1015-7684	CIVICA LAW GROUP, APC	1318 Galen St Legal 11/2024	14775		1,941.94
100-1015-7684	CIVICA LAW GROUP, APC	Mendoza v Duarte Admin Appeal 11/2024	14776		2,108.63
100-1015-7684	CIVICA LAW GROUP, APC	Tobacco Enforcement Code Updates 11/2024	14777	202419-Code Enforcement Le...	325.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 11/2024	14778		11,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Expenses 11/2024	14779		242.04
Vendor 6483 - CIVICA LAW GROUP, APC Total:					19,223.14

Council Warrant Register By Vendor

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6544 - CLOUD CONNECT SOLUTIONS INC					
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan/WELO/SIP & E911 Bundle 1/2025	1321		1,668.87
Vendor 6544 - CLOUD CONNECT SOLUTIONS INC Total:					1,668.87
Vendor: 5504 - CMC LIVSCAN & NOTARY SERVICES					
100-1205-7779	CMC LIVSCAN & NOTARY SE...	Livscan Services 11/2024	CMC18060	202418-FY23-26-Exp-Tutors,S...	50.00
100-1810-7660	CMC LIVSCAN & NOTARY SE...	Livscan Services 11/2024	CMC18060		50.00
Vendor 5504 - CMC LIVSCAN & NOTARY SERVICES Total:					100.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRO...	SC Activity Calendar 11/2024	10110		18.74
100-1020-7716	CURO MANAGED PRINT PRO...	Snow Nite Signage	10191		1,611.53
100-1605-7733	CURO MANAGED PRINT PRO...	SC Activity Calendar 12/2024	10198		18.74
100-1610-7616	CURO MANAGED PRINT PRO...	FC Staff Uniform Name Badge	10229		25.63
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,674.64
Vendor: 6650 - DANCEFIT LLC					
100-1605-7736	DANCEFIT LLC	Instructor Fee-Baby Ballet/Hip- #6 Hip Fall S3			151.20
Vendor 6650 - DANCEFIT LLC Total:					151.20
Vendor: 3838 - DELONG UNLIMITED SCREEN PRINTING					
100-1605-7745	DELONG UNLIMITED SCREEN ...	TC Boxing Sweaters	22-11331		617.40
Vendor 3838 - DELONG UNLIMITED SCREEN PRINTING Total:					617.40
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY					
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	1/2025		165.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY Total:					165.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7614	DUARTE RECREATION PETTY ...	Recreation Dept Decorations	12182024		15.71
100-1605-7650	DUARTE RECREATION PETTY ...	Van #16 Car Wash	12182024		19.00
100-1605-7730	DUARTE RECREATION PETTY ...	Home Decorating Contest Gift Cards	12182024		80.00
100-1605-7735	DUARTE RECREATION PETTY ...	Wild Stylez Dance Uniform Supplies	12182024		53.27
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					167.98
Vendor: T4203 - ELETRICE HARRIS					
100-2120	ELETRICE HARRIS	ROP Bldg Rent Deposit Refund	R106099		150.00
Vendor T4203 - ELETRICE HARRIS Total:					150.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 11/2024	1080420		168.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					168.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	7905		70.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	7905		14.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	7905		7.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	7905		21.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					112.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	8-697-71867		48.66
100-1825-7626	FEDEX	Document Delivery 12/5/2024	8-710-40380		32.22
Vendor 0087 - FEDEX Total:					80.88
Vendor: 5632 - FOOTHILL COMMUNICATIONS LLC					
100-1205-7615	FOOTHILL COMMUNICATIONS...	EOC Radio Charger	INV7145		107.27
Vendor 5632 - FOOTHILL COMMUNICATIONS LLC Total:					107.27

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	152311		611.74
Vendor 4690 - FULLER ENGINEERING INC Total:					611.74
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 11/1/24 - 11/30/24	5119607538		2,077.59
Vendor 6181 - GOOGLE LLC Total:					2,077.59
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1605-7730	HOME DEPOT CREDIT SERVICES	Dia de los Muertos Alter	3031687		473.70
100-1605-7730	HOME DEPOT CREDIT SERVICES	Dia de los Muertos Alter	3820084		13.97
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/SC Cart Wheels	9547981		415.58
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/Misc Facility Repairs	1022333		252.67
100-1605-7741	HOME DEPOT CREDIT SERVICES	Youth Sports Inflator	7530054		44.07
100-1610-7618	HOME DEPOT CREDIT SERVICES	City Yard Repairs	5014261		60.22
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Light/City Yard Repairs	5512759		124.52
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Supplies	0550700		196.73
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Parts & Supplies	0741707		19.53
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Supplies	8542023		45.14
100-1020-7716	HOME DEPOT CREDIT SERVICES	Early Pay Discount	8704344		-4.39
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount	8704344		-0.35
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	8704344		-3.35
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					1,638.04
Vendor: 6210 - HUNTINGTON TIRE & AUTO CENTER INC					
100-1410-7650	HUNTINGTON TIRE & AUTO C...	Vehicle 12 Tire Replacement	60603		300.68
Vendor 6210 - HUNTINGTON TIRE & AUTO CENTER INC Total:					300.68
Vendor: 5803 - INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS					
100-1010-7612	INTERNATIONAL INSTITUTE OF..	Annette Juarez Membership 1/1/2025 - 12/31/2025	31294-11212024		235.00
Vendor 5803 - INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS Total:					235.00
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	Cmty Ctr Deep Cleaning 11/17/24 & 11/24/24	989710		284.68
100-1610-7652	INX BUILDING MAINTENANCE	Senior Center Cleaning 11/22/2024	989737		142.34
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Services 12/2024	989979		1,959.21
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 12/2024	990018		1,773.47
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Cleaning 12/8/24 & 12/15/24	990255		284.68
Vendor 6309 - INX BUILDING MAINTENANCE Total:					4,444.38
Vendor: 6090 - IT'S A GAS INC					
100-1610-7618	IT'S A GAS INC	Senior Ctr Helium Tank	ARP-16194		547.68
Vendor 6090 - IT'S A GAS INC Total:					547.68
Vendor: 6696 - JAVIER JOON LEE					
100-1610-7652	JAVIER JOON LEE	CH Courtyard/Walkway Pressure Wash	10977		1,972.00
Vendor 6696 - JAVIER JOON LEE Total:					1,972.00
Vendor: 5990 - JK PROPERTY SERVICES INC					
100-1020-7716	JK PROPERTY SERVICES INC	Civic Center Tree Install/Storage	4266		8,335.00
Vendor 5990 - JK PROPERTY SERVICES INC Total:					8,335.00
Vendor: 6659 - JOHNNY D ALLEN					
100-1605-7736	JOHNNY D ALLEN	Instructor Fee-Pickleball S1/S2 #2-Fall 2024			442.40
Vendor 6659 - JOHNNY D ALLEN Total:					442.40

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6673 - JOSE GONZALEZ					
100-1605-7736	JOSE GONZALEZ	Instructor Fee-Futsal Fall 2024	# 1		374.50
Vendor 6673 - JOSE GONZALEZ Total:					374.50
Vendor: T3851 - JOVANA VILLEGAS					
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Hungry Holidays Kids	135841		840.00
Vendor T3851 - JOVANA VILLEGAS Total:					840.00
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
100-1415-7889	LANDSCAPE WAREHOUSE III	Sports Park Irrigation Repairs	4208186		551.50
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					551.50
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 12/1/2024 - 12/31/2024	267363855		565.20
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 12/1/2024 - 12/31/2024	267364041		552.20
Vendor 5761 - LIFE STORAGE #530 Total:					1,117.40
Vendor: 0890 - LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH					
100-1610-7652	LOS ANGELES COUNTY DEPAR...	FY25 Town Ctr Backflows (3) Assembly	IN1423251		111.00
100-1415-7661	LOS ANGELES COUNTY DEPAR...	FY25 Otis Gordon Sport Park Backflow Assembly	IN1426134		37.00
100-1610-7652	LOS ANGELES COUNTY DEPAR...	FY25 Duarte Teen Ctr Backflow Assembly	IN1429496		37.00
Vendor 0890 - LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH Total:					185.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2024	251330TZ		460,322.91
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					460,322.91
Vendor: 6367 - LUCIA ROMERO					
100-1605-7736	LUCIA ROMERO	Instructor Fee-Folklorico Fall 2024	120324		630.00
Vendor 6367 - LUCIA ROMERO Total:					630.00
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	ROP Pickleball Light Repair	000144		2,256.47
Vendor 5981 - MARCUS LEON BANKS SR Total:					2,256.47
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 11/2024	111082		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 11/2024	111082		2,080.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 11/2024	111082		76.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 11/2024	111082		3,426.72
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					5,894.72
Vendor: 6695 - MARTIN CALDERON RIOS					
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	12/2024		75.00
Vendor 6695 - MARTIN CALDERON RIOS Total:					75.00
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 12/2024	13773		12,500.00
100-1815-7980	MAXTREME INC	Laptop Bags/Covers/Docking Stations/IT Switch	13775		1,038.35
100-1815-8011	MAXTREME INC	CMO Dept Laptop/Mac Mini/Scanner/Printers	13775		5,995.15
100-1815-7632	MAXTREME INC	Google Maxhavens 11/2024 & 12/2024	13777		230.40
100-1815-7632	MAXTREME INC	Office 365 Licenses 11/2024 & 12/2024	13777		940.50
Vendor 4286 - MAXTREME INC Total:					20,704.40

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMA...	Duarte Westminster Garden Specific Plan 10/2024	0088837	202417-dep-Westminister Ga...	348.75
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					348.75
Vendor: 6699 - MORRALITO MEXICAN GRILL					
100-1010-7980	MORRALITO MEXICAN GRILL	Council Meeting Dessert	12102024		165.38
Vendor 6699 - MORRALITO MEXICAN GRILL Total:					165.38
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 1/2025	1749041		104.67
Vendor 2466 - POST ALARM SYSTEMS Total:					104.67
Vendor: 6112 - PRECISION AERIAL SERVICES INC					
100-1410-7650	PRECISION AERIAL SERVICES I...	Vehicle #2 Boom Repair	W 30254		8,732.97
Vendor 6112 - PRECISION AERIAL SERVICES INC Total:					8,732.97
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 11/2024	124173		1,192.50
Vendor 6372 - R3 CONSULTING GROUP Total:					1,192.50
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	RAYMOND ABERNATHY	A-Team Youth Suppor...	TRA-9		6,700.00
Vendor 6652 - RAYMOND ABERNATHY Total:					6,700.00
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 11/2024	6024029		48.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					48.00
Vendor: 6591 - RINCON CONSULTANTS INC					
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 11/2024	62042	202424- 100-2121/1433 Crestf..	23,874.83
Vendor 6591 - RINCON CONSULTANTS INC Total:					23,874.83
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 10/2024	35450		406.25
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 10/2024	35451		2,880.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 10/2024	35452		2,400.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Safety Improvements 10/2024	35453	202118-ATP Cycle 4-Professio...	650.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 10/2024	35454	202412-Prof Svc-FY24 Bike Tra...	160.00
Vendor 0904 - RKA CONSULTING GROUP Total:					6,496.25
Vendor: 6698 - ROOT BUILDING ENGINEERS INC					
100-1610-8100	ROOT BUILDING ENGINEERS I...	City Yard Electrical Bid Package Prep	12740	202516/1610-8100- Other Cap..	3,515.00
Vendor 6698 - ROOT BUILDING ENGINEERS INC Total:					3,515.00
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Membership Dues	FY25 Q2		112.50
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz Membership Dues	FY25 Q2		112.50
100-1010-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Membership Dues	FY25 Q2		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Larry Breceda Membership Dues	FY25 Q2		262.50
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Membership Dues	FY25 Q2		262.50
100-1805-7612	ROTARY CLUB OF DUARTE	Kristen Petersen Membership Dues	FY25 Q2		262.50
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					1,275.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	December 2024 Courier Pick-up	24120672		339.63
Vendor 6277 - SECTRAN SECURITY INC Total:					339.63
Vendor: 0202 - SHAFFER AWARDS					
100-1605-7735	SHAFFER AWARDS	TC Wild Stylez Dance Awards	8401		244.42
100-1005-7980	SHAFFER AWARDS	Jody Schulz Engraved Plaque	8427		39.95
100-1005-7980	SHAFFER AWARDS	Martin Calderon Name Badge	8429		19.79
100-1605-7735	SHAFFER AWARDS	TC Community Stake Holder Award	8435		110.19
100-1610-7618	SHAFFER AWARDS	Councilmember Martin Calderon Name Tags	8443		54.96
Vendor 0202 - SHAFFER AWARDS Total:					469.31
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Facility Paper Products	080165		1,049.97
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies	080167		1,215.41
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Facility Paper Products	081222		386.77
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					2,652.15
Vendor: 0209 - SMART & FINAL					
100-1020-7716	SMART & FINAL	Tree Lighting Candy Canes for Santa	668066		79.96
100-1020-7716	SMART & FINAL	Tree Lighting Supplies	362877		46.57
100-1020-7716	SMART & FINAL	Snow Nite Staff Snacks	248944		41.84
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	290833		55.01
100-1605-7737	SMART & FINAL	Adult Excursion Food/Drinks	695022		100.93
100-1405-7614	SMART & FINAL	Office Supplies	690811		38.00
100-1805-7653	SMART & FINAL	Card Replacement Fee	12172024		25.00
Vendor 0209 - SMART & FINAL Total:					387.31
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1610-8100	SOUTHERN CALIFORNIA EDIS...	City Yard Electrical Upgrades	7590519177	202516/1610-8100- Other Cap..	67,232.80
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					67,232.80
Vendor: 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION					
100-1605-7610	SOUTHERN CALIFORNIA MUN...	George Dang 2024 A&I Meeting	120124/DURATE		30.00
Vendor 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION Total:					30.00
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 11/2024	605174		1,366.78
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					1,366.78
Vendor: 4263 - STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS					
100-1610-7652	STATE OF CALIFORNIA DEPAR...	Senior Ctr Elevator Conveyance/Inpsection Fee	E 2121691 SB		225.00
Vendor 4263 - STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS Total:					225.00
Vendor: 5675 - SULLY-MILLER CONTRACTING CO					
100-1410-7900	SULLY-MILLER CONTRACTING ...	Emergency Clean-up Agreement 11/2024	1-12102024	202315-Flood Response,Emer...	9,116.10
Vendor 5675 - SULLY-MILLER CONTRACTING CO Total:					9,116.10
Vendor: 6288 - SUNTREK INDUSTRIES INC					
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Panel Repair (Leaking Gasket)	45867		345.00
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Plumbing Repair (PVC Fitting Leak)	45976		885.00
Vendor 6288 - SUNTREK INDUSTRIES INC Total:					1,230.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	18261		2,485.61
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					2,485.61
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7980	THE TECHNOLOGY DEPOT INC	Park & Rec ActiveNet Computer Swap	27514		180.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 1/2025	27520		608.30
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 1/2025	27521		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Mgmt 1/2025	27522		399.20
100-1815-7980	THE TECHNOLOGY DEPOT INC	Park & Rec ActiveNet Swap	27655		75.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	CH FortiNet CyberSecurity 1/17/2025 - 1/16/2026	27506		583.50
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,310.20
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/2024	851136645		226.39
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					226.39
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Larry Breceda CACEO Conference Hotel/Meal (Hyatt)	11252024LB		533.17
100-1205-7612	U.S. BANK	CCEO Application Fee (CACEO)	11252024LB		210.00
100-1205-7612	U.S. BANK	Larry Breceda CACEO Dues	11252024LB		100.00
100-1205-7636	U.S. BANK	M silver Uniform Jacket (FSP Designs)	11252024LB		199.26
100-1205-7779	U.S. BANK	DART Field Trip 11/5/24 (Look Cinemas)	11252024LB		67.60
100-1205-7779	U.S. BANK	DART Officers Meeting 11/21/24 (Youngs Gourmet)	11252024LB		85.55
100-1205-7779	U.S. BANK	DART Event Meal 11/9/24 (Mrs Dragon Noodle)	11252024LB		69.22
100-1205-7779	U.S. BANK	DART Hiking Trip Meal 11/23/24 (In-N-Out)	11252024LB		69.13
100-1205-7779	U.S. BANK	DART Event Dinner 10/24/24 (Hong Kong Express)	11252024LB		64.57
100-1205-7779	U.S. BANK	DART Member Sport Uniform (Amazon)	11252024LB		21.20
100-1205-7779	U.S. BANK	DART Event Meal 11/12/24 (Domino's Pizza)	11252024LB		56.17
100-1205-7779	U.S. BANK	DART Event Dinner 11/4/24 (Domino's Pizza)	11252024LB		26.43
100-1205-7779	U.S. BANK	DART Event Supplies (Dollar Tree)	11252024LB		2.96
100-1205-7779	U.S. BANK	DART Field Trip Dinner 11/5/24 (Wingstop)	11252024LB		62.81
100-1205-7780	U.S. BANK	Animal Control Equipment (Amazon)	11252024LB		74.92
100-1205-7783	U.S. BANK	A-Team Event 11/8/24 (Round 1)	11252024LB		229.85
100-1205-7980	U.S. BANK	Tobacco Decoy Supplies (Target)	11252024LB		28.30
100-1205-7980	U.S. BANK	Tobacco Decoy Lunch (Tropicana Market)	11252024LB		76.75
100-1205-7980	U.S. BANK	Red Ribbon Week Supplies (Target)	11252024LB		415.94
100-1205-7980	U.S. BANK	Traffic Equipment (Amazon)	11252024LB		265.37
100-1205-8030	U.S. BANK	Drone Registration (Gdit FAA Dronezone)	11252024LB	202513/100-1205-8030-Other...	5.00
100-1205-8030	U.S. BANK	Drone Equipment (Amazon)	11252024LB	202513/100-1205-8030-Other...	153.41
100-1205-8030	U.S. BANK	Bryan Ariizumi FAA UAS License Exam Fee (PSI)	11252024LB	202513/100-1205-8030-Other...	175.00
Vendor 4484 - U.S. BANK Total:					2,992.61
Vendor: 5907 - ULINE INC					
100-1610-7618	ULINE INC	CC/SC Hand Trucks/SDS Compliance Center	185860106		1,085.57
Vendor 5907 - ULINE INC Total:					1,085.57
Vendor: 6113 - WARDS SERVICE					
100-1410-7650	WARDS SERVICE	Vehicle 12 Service/Repair	97253		495.68
Vendor 6113 - WARDS SERVICE Total:					495.68

Council Warrant Register By Vendor

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	82879263		1,061.19
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					1,061.19
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control 11/2024	483264C		815.59
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					815.59
Vendor: 4797 - WEX BANK					
100-1410-7650	WEX BANK	CNG Fuel 11/1/24 - 11/30/24	101240657		65.91
Vendor 4797 - WEX BANK Total:					65.91
Fund 100 - GENERAL FUND Total:					815,946.84
Fund: 220 - GAS TAX FUN					
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 10/2024	35388		687.50
Vendor 0904 - RKA CONSULTING GROUP Total:					687.50
Vendor: 6685 - SHARPLINE SOLUTIONS INC					
220-2210-7813	SHARPLINE SOLUTIONS INC	(6) Yield to Pedestrians Signs	3548		1,906.38
Vendor 6685 - SHARPLINE SOLUTIONS INC Total:					1,906.38
Vendor: 6602 - SITE DESIGN STUDIO INC					
220-2205-8100	SITE DESIGN STUDIO INC	Highland Ave Promenade Landscape 10/21 - 12/5/24	24-11002	202106-2205-8100-Highland P...	1,000.00
Vendor 6602 - SITE DESIGN STUDIO INC Total:					1,000.00
Fund 220 - GAS TAX FUN Total:					3,593.88
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
240-2405-7888	HOME DEPOT CREDIT SERVICES	Huntington Dr Street Light Supplies	7523791		36.43
240-2405-7888	HOME DEPOT CREDIT SERVICES	Huntington Dr Street Light Supplies	7531783		40.08
240-2405-7888	HOME DEPOT CREDIT SERVICES	Early Pay Discount	8704344		-1.39
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					75.12
Vendor: 0890 - LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH					
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Aloysia Moore Park Backflow Assembly	IN1426135		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Tzeitel Paras Park Backflow Assembly	IN1426136		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Hacienda Park Backflow Assembly	IN1426137		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Duarte Park Backflow Assembly	IN1426138		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Beardslee Park Backflow Assembly	IN1426139		37.00
240-2423-7887	LOS ANGELES COUNTY DEPAR...	FY25 Amberwood LLD Backflow Assembly	IN1426140		37.00
240-2410-7662	LOS ANGELES COUNTY DEPAR...	FY25 Royal Oaks Park (4) Backflow Assembly	IN1426141		148.00
Vendor 0890 - LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH Total:					370.00
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 11/2024	111082		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 11/2024	111082		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 11/2024	111082		15,723.51
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwy (19) Landscape Maintenance 11/2024	111082		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 11/2024	111082		459.54

Council Warrant Register By Vendor

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 11/2024	111082		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 11/2024	111082		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 11/2024	111082		708.33
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					40,824.30
Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC					
240-2410-7888	SOUTHEAST CONSTRUCTION ...	Square Stepping Stone	2412-152858		56.56
Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total:					56.56
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					41,325.98
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 11/2024	251330TZ		11,941.67
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,941.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,941.67
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 6629 - TRUELINE CONSTRUCTION & SURFACING INC					
400-2127	TRUELINE CONSTRUCTION & ...	Retention	2714		-5,823.06
400-4005-8041	TRUELINE CONSTRUCTION & ...	Royal Oaks Parks Pickleball Court Conversion	2714		116,461.35
Vendor 6629 - TRUELINE CONSTRUCTION & SURFACING INC Total:					110,638.29
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					110,638.29
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
440-4405-7650	AUTOZONE	Vehicle Battery Core Credit	2814138048		-22.00
440-4405-7650	AUTOZONE	Vehicle Battery Core Credit	2814155772		-66.00
440-4405-7650	AUTOZONE	Yard Supplies	02814438426		23.80
440-4405-7650	AUTOZONE	Yard Supplies	02814497290		106.83
Vendor 1491 - AUTOZONE Total:					42.63
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 11/2024	7905		28.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					28.00

Council Warrant Register By Vendor

Payment Dates: 12/12/2024 - 12/24/2024

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
440-4405-7650	HOME DEPOT CREDIT SERVICES	Yard Supplies	6512325		27.53
440-4405-7650	HOME DEPOT CREDIT SERVICES	Early Pay Discount	8704344		-0.50
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					27.03
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
440-4405-7788	INLAND EMPIRE STAGES LTD	Old Town Temecula Excursion 11/21/24	62618		339.98
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					339.98
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	18261		233.94
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					233.94
Vendor: 6693 - TENNESSEE DEPARTMENT OF REVENUE					
440-4405-7650	TENNESSEE DEPARTMENT OF ...	Vehicle #26 Duplicate Title	12092024		14.00
Vendor 6693 - TENNESSEE DEPARTMENT OF REVENUE Total:					14.00
Vendor: 4797 - WEX BANK					
440-4405-7650	WEX BANK	Transporation Fuel 11/1/24 - 11/30/24	101240657		126.72
Vendor 4797 - WEX BANK Total:					126.72
Fund 440 - PROPOSITION A TRANSIT FUND Total:					812.30
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
460-4605-7788	INLAND EMPIRE STAGES LTD	Old Town Temecula Excursion 11/21/24	62618		1,745.43
460-4605-7788	INLAND EMPIRE STAGES LTD	Riverside Mission Inn Excursion 12/5/2024	62619		1,315.35
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					3,060.78
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 11/2024	18261		204.70
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					204.70
Fund 460 - PROPOSITION C TRANSIT FUND Total:					3,265.48
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 1240 - STATE WATER RESOURCES CONTROL BOARD					
490-4905-8100	STATE WATER RESOURCES C...	NPDES Annual Permit Fee 7/01/24 - 6/30/25	SW-0298331		10,920.00
490-4905-8100	STATE WATER RESOURCES C...	Sanitary Sewer Overflow Program 7/01/24 - 6/30/25	WD-0280424		3,945.00
Vendor 1240 - STATE WATER RESOURCES CONTROL BOARD Total:					14,865.00
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					14,865.00
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
Vendor: 6175 - HARRIS & ASSOCIATES					
681-6815-7965	HARRIS & ASSOCIATES	FY24 SB341 Report 8/7/24 - 11/23/24	65451		10,225.00
Vendor 6175 - HARRIS & ASSOCIATES Total:					10,225.00
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					10,225.00
Grand Total:					1,012,614.44

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	815,946.84
220 - GAS TAX FUN	3,593.88
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	41,325.98
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,941.67
400 - PARK DEVELOPMENT GRANT FUND	110,638.29
440 - PROPOSITION A TRANSIT FUND	812.30
460 - PROPOSITION C TRANSIT FUND	3,265.48
490 - MEASURE W (WATER/STORMWATER)	14,865.00
681 - Former RDA Low-Mod Income Housing Asset Fund	10,225.00
Grand Total:	1,012,614.44

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	112.50
100-1005-7644	Travel & Exp - Schulz	112.50
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7980	Other Expenses	59.74
100-1010-7076	Tuition Reimbursement	3,500.00
100-1010-7612	Publications and Dues	497.50
100-1010-7670	Legal Notices	1,366.78
100-1010-7980	Other Expenses	165.38
100-1015-7684	Code Enforcement Legal	19,223.14
100-1020-7716	Special Community Even...	11,281.38
100-1020-7724	Post Office Parking	312.00
100-1020-7726	Council Cablecasting	600.00
100-1205-7610	Travel, Mtgs & Conf	533.17
100-1205-7612	Publications and Dues	835.00
100-1205-7615	Emergency Supplies	107.27
100-1205-7636	Uniforms	199.26
100-1205-7650	Vehicle Maintenance	137.89
100-1205-7655	Emergency Services	226.39
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	575.64
100-1205-7780	Animal Control	74.92
100-1205-7781	Contract Law Enforceme...	460,415.08
100-1205-7782	Crossing Guard Contract...	6,751.29
100-1205-7783	A-Team Program	6,929.85
100-1205-7980	Other Expenses	786.36
100-1205-8030	Other Equipment	333.41
100-1405-7614	Office Supplies	38.00
100-1405-7650	Vehicle Maintenance	7.00
100-1405-7800	Building Department Ser...	17,650.55
100-1405-7965	Professional Services	810.00
100-1405-7969	City Engineer	5,686.25
100-1410-7650	Vehicle Maintenance	9,640.50
100-1410-7814	Graffiti Removal	2,485.61
100-1410-7815	Brush Clearance	2,156.00
100-1410-7900	Emergency Cleanup/Mai...	9,116.10
100-1410-7980	Other Expenses	19.18
100-1415-7661	Other Serv-Sports Park	37.00
100-1415-7889	Repairs-Sports Park	551.50
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	30.00
100-1605-7614	Office Supplies	15.71
100-1605-7650	Vehicle Maintenance	19.00
100-1605-7730	Special Events	1,027.17
100-1605-7733	Senior Center	202.48

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	1,691.83
100-1605-7736	Youth & Adult Recreatio...	3,756.20
100-1605-7737	Adult Excursions	100.93
100-1605-7741	Sports/Playground Progr...	44.07
100-1605-7745	Boxing Program	617.40
100-1605-7965	Professional Services	89,928.00
100-1610-7616	Pool Supplies	25.63
100-1610-7617	Pool Chemicals	611.74
100-1610-7618	Building Supplies	6,306.20
100-1610-7636	Uniforms	64.96
100-1610-7652	Building Maint Services	18,067.69
100-1610-8100	Other Capital Improvem...	70,747.80
100-1805-7612	Publications and Dues	262.50
100-1805-7653	Bank Charges	364.63
100-1810-7660	Other Services	146.00
100-1815-7632	Software	3,248.49
100-1815-7821	Network & Internet Serv...	1,591.00
100-1815-7830	Telephone Services	2,133.07
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	1,293.35
100-1815-8011	Computer Equipment (C...	5,995.15
100-1825-7626	Postage	80.88
100-1825-7630	Equipment Lease	1,735.23
100-1825-7631	Equipment Maintenance	789.08
100-1825-7687	Waste Mgmt Services	1,192.50
100-2120	Refundable Deposits	150.00
100-2121	Pass Through Deposits	24,223.58
100-2125	Metro Pass Through (TA...	48.00
100-4812	Senior Center Fees	15.00
220-2205-8100	Other Capital Improvem...	1,000.00
220-2210-7813	Regulatory Signs	1,906.38
220-2225-8100	Other Capital Improvem...	687.50
240-2405-7888	Repairs-Citywide	75.12
240-2410-7662	Other Serv-Citywide	333.00
240-2410-7888	Repairs-Citywide	56.56
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7887	Repairs & Replacements	37.00
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
290-2905-7781	Contract Law Enforceme...	11,941.67
400-2127	Retention Payable	-5,823.06
400-4005-8041	Park Improvements (Cap...	116,461.35
440-4405-7650	Vehicle Maintenance	238.38
440-4405-7788	Shuttle Services	339.98

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7814	Graffiti Removal	233.94
460-4605-7788	Shuttle Services	3,060.78
460-4605-7814	Graffiti Removal	204.70
490-4905-8100	Other Capital Improvem...	14,865.00
681-6815-7965	Professional Services	10,225.00
Grand Total:		1,012,614.44

Project Account Summary

Project Account Key	Payment Amount
None	816,080.55
202106-2205-8100-Highland Promenade Measure M	1,000.00
202118-ATP Cycle 4-Professional Svcs	650.00
202315-Flood Response,Emergency CleanUp,Mtn,K-rail	9,116.10
202412-Prof Svc-FY24 Bike Trail Rehab Proj	160.00
202417-dep-Westminister Garden Specific Plan & EIR	348.75
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	50.00
202419-Code Enforcement Legal-Tobacco Grant	325.00
202421-Prof Svcs-FC Pool Deck Renovation	89,928.00
202424- 100-2121/1433 Crestfield(Andres Duarte)	23,874.83
202513/100-1205-8030-Other Equip-River Bed Grant	333.41
202516/1610-8100- Other Cap Impr-CityYard Electric	70,747.80
Grand Total:	1,012,614.44



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1610-7618	HOME DEPOT CREDIT SERVICES	SC Repairs/Supplies/Lights	D25-0761		744.88
100-1205-8030	HOME DEPOT CREDIT SERVICES	Code Enforcement Light Meter	D25-0761		93.68
100-1205-7887	HOME DEPOT CREDIT SERVICES	Temp Storage for Public Safety Files	D25-0761		148.24
100-2121	RINCON CONSULTANTS INC	Royal Oaks Annexation 10/2024	5347	202422-PassThru-Royal Oaks ...	4,394.18
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Supplies	D25-0761		64.52
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 10/2024	5351		6,170.64
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 10/2024	5351		795.47
100-1015-7686	RUTAN & TUCKER LLP	Wireless Issue Legal 10/2024	5351		78.90
100-2120	RUTAN & TUCKER LLP	Royal Oaks Annexation Legal 10/2024	5351	202422-Refund Dep-Royal Oa...	34.50
100-1015-7686	RUTAN & TUCKER LLP	Spinks Cyn Easement Legal 10/2024	5351		568.10
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Photo Cell Repair/Lights	D25-0761		114.43
100-1605-7002	PAMELA ROMERO	CPR Stipend	5350		76.92
100-1405-7975	LEE & ASSOCIATES - PASADEN...	Real Estate Advisory Services 11/2024	5341		6,495.00
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Ballroom/Latin Dance Fall 2024	5326		100.80
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Line Dancing Fall 2024	5326		151.20
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,31,25,35 Maint Fees 12/2024	BD25-0760		295.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 11/25/2024 - 11/30/2024	BD25-0760		363.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		394.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		446.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		847.62
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		578.99
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		702.14
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		782.73

Council Warrant Register By Account

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 CA Tire Tax	BD25-0760		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		911.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		911.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		1,086.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		1,817.39
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 12/01/2024 - 12/31/2024	BD25-0760		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 CA Tire Tax	BD25-0760		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Down Payment (CAP Price Reduction)	BD25-0760		24,099.00
100-1610-7652	ALBERTO R PEREZ	ADA Lift Repair & Anchor Assessment-Comp Pool	5345		1,378.86
100-1610-7652	ALBERTO R PEREZ	ADA Lift Repair & Anchor Assessment-Comp Pool	5345		3,845.00
100-1605-7745	SHAFFER AWARDS	TC Boxing Awards	220526		216.97
100-1605-7756	CHRISTOPHER J TUCKER	Instructor Fee-SC TaiQi-QiGong Fall 2024	5358		588.00
100-1020-7716	EAGLE PORTABLES INC	Snow Nite Portable Restrooms	220511		673.69
100-1415-7889	COUNTY OF LOS ANGELES AGR..	Sports Park Gopher Control 10/2024	220507		335.57
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/01/2025 - 3/31/2025	220528		12,984.83
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	5336		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	5343		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	5334		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	5357		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	5338		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	5342		75.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	5333		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	5323		218.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	5339		435.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	5337		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	220502		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	5332		435.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	5346		566.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	5355		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	5325		566.00
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Generator Rental	5354		1,034.45
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Light Tower Rental	5354		3,933.48
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5327		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5327		9.54
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 12/10/2024	220523		68.00
100-1020-7711	JON OLIVER KNIGHT	Employee Awards Ceremony Entertainment	220518		1,000.00
100-1605-7733	BEN RUSHING	SC DJ Music Entertainment	220525		175.00
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Generator Rental (Inv#162890839-0001)	5354		-319.04
100-1205-7761	DATA TICKET INC	Admin Citation Processing 11/2024	5328		267.54

Council Warrant Register By Account

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7761	DATA TICKET INC	DUI Citation Processing 11/2024	5328		6.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 11/2024	5328		2,109.40
100-1020-7720	BAKERS MAN PRODUCTIONS L...	PEG Channel Content (Holiday Tree Lighting)	5322		900.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 11/24/2024 - 12/7/2024	5321		3,755.16
100-1610-7618	HOME DEPOT CREDIT SERVICES	FC Backflow Slab/Batteries	D25-0761		32.80
100-1610-7618	HOME DEPOT CREDIT SERVICES	Propane Heat Lamp Rental	D25-0761		75.21
100-1020-7716	CURO MANAGED PRINT PRO...	Santa Coming to Duarte Vehicle Decorations	220508		198.45
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Ballet Fall 2024	5361		1,281.00
100-1605-7736	ABRAHAM MARTINEZ	Instructor Fee-Piano Fall 9/28/24 - 11/16/24	220520		210.00
100-1405-7965	LDM ASSOCIATES INC	FY25 Federal Grant Administration 11/2024	5340		180.00
100-1020-7716	ANGELIKA DEOCAMPO	Deposit-Lunar New Year Performance	220509		90.00
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 12/2024	5356		9,626.00
100-1020-7720	TRIPEPI SMITH & ASSOCIATES	PEG Channel Management Services 12/2024	5356		2,040.00
100-1410-7810	FRIEDRICH ENTERPRISES INC	Las Brisas Sweeping 12/2024	5319		61.00
100-1410-7810	FRIEDRICH ENTERPRISES INC	Las Posadas Sweeping 12/2024	5319		61.00
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	5348		75.00
100-1020-7716	CURO MANAGED PRINT PRO...	Tree Lighting Holiday Ornaments	220508		154.35
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	220514	202418-FY23-26-Exp-Tutors,S...	600.00
100-1205-7783	RAYMOND ABERNATHY	ValleyView Academy End of Year A-Team Event	5320		82.09
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 11/2024	5349		1,200.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2024	5349		2,240.00
100-1405-7965	ENVIRONMENTAL SYSTEMS R...	ArcGIS Online Subscription 1/15/2025 - 1/14/2026	5331		1,950.00
100-1005-7980	STAMP-OUT INC	CC Martin Calderon Signature Stamp	5352		110.58
100-1605-7733	THE BASHFUL BUTLER LLC	SC Christmas Dinner Dessert	220500		661.50
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Access Improvements 11/2024	5349	202118-ATP Cycle 4-Professio...	7,446.00
100-1020-7716	DOLPHIN RENTS INC	Snow Nite Tent/Lights/Fence/Misc Rental	5329		5,121.91
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Meeting 12/10/24	5322		300.00
100-1805-7614	STAPLES	Office Supplies	5353		100.57
100-1825-7613	STAPLES	Copier Paper	5353		227.02
100-1605-7750	INLAND EMPIRE STAGES LTD	Excursion Transporation- Harbor Light Tour 12/18/24	220516		1,280.78
100-1205-7787	MVP, LLC	Public Safety Lease	5344		9,221.00
100-1605-7733	RUBEN VIOLA	SC Newsletter Jan/Feb 2025	220529		818.61
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early	D25-0761		-1.96
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 1/2025	220519		1,750.00
100-1805-7965	HINDERLITER, DE LLAMAS & A...	Transaction Audit Tax Oct 2024 - Dec 2024	220515		300.00
100-1015-7686	RUTAN & TUCKER LLP	Land Value Holdings Litigation 11/2024	5351		1,148.27
100-1205-7761	ALHAMBRA SUPERIOR COURT	Citation Revenue Tax 11/2024	220499		4,658.50
100-1405-8100	SAMANTHA CHANG	2024 Call for Artists Utility Box Art Program	220506	202126-Other Capital Improv-...	475.00
100-1405-8100	RAQUEL MARTINEZ RODRIGU...	2024 Call for Artists Utility Box Art Program	220524	202126-Other Capital Improv-...	375.00

Council Warrant Register By Account

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-8100	CHEYNE ELLETT	2024 Call for Artists Utility Box Art Program	220512	202126-Other Capital Improv-...	375.00
100-1405-8100	LAISHAN MUI ITO	2024 Call for Artists Utility Box Art Program	220517	202126-Other Capital Improv-...	475.00
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 11/23/24 - 12/22/24	220505		23.89
100-1825-7630	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Lease 1/01/2025 - 1/31/2025	220504		1,729.51
100-1825-7630	CANON FINANCIAL SERVICES I...	(6) Copier CA 2024 Property Tax	220504		410.94
100-1825-7631	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Maint 11/01/24 - 11/30/24	220504		529.86
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 11/2024	5351		5,903.15
100-1010-7610	U.S. BANK	Frances Jimenez CCAC Institute Hotel (Fairfield)	5360		492.57
100-1010-7610	U.S. BANK	Brian Villalobos Mtg w/Capt Meza (Noodle St)	5360		93.36
100-1010-7610	U.S. BANK	Brian Villalobos Mtg w/Dr Hillman (Hope Village)	5360		42.28
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	5360		18.00
100-1010-7980	U.S. BANK	Online Drone Training Program (Pilot Institute)	5360		159.00
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Food (La Patrona)	5360		329.10
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Churros (Cabreras)	5360		66.15
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Fruit Tray (Pavillions)	5360		39.99
100-1010-7980	U.S. BANK	DashPass 1/5/2025 - 2/5/2025 (DoorDash)	5360		9.99
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Drinks/Utensils (InstaCart)	5360		119.87
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Dessert (Sweet Nothings)	5360		125.00
100-1020-7712	U.S. BANK	X Premium Subscription 12/2/24 - 12/2/25 (X Corp)	5360		50.40
100-1020-7712	U.S. BANK	Spotify Membership	5360		19.99
100-1405-7610	U.S. BANK	Salina Bautista Nuts & Bolts Workshop (CCAC)	5359		250.00
100-1405-7610	U.S. BANK	Craig Hensley TAP Card Reload (City of Duarte)	5359		15.00
100-1405-7610	U.S. BANK	Craig Hensley Metro Parking (Joe's Auto Lot)	5359		3.00
100-1405-7610	U.S. BANK	Melanie Grigorian Nuts & Bolts Workshop (CCAC)	5359		250.00
100-1405-7612	U.S. BANK	2024 Work Area Traffic Control Handbook (BNI)	5359		183.47
100-1405-7614	U.S. BANK	2025 Daily Planner (SP Brownline)	5359		47.00
100-1405-7980	U.S. BANK	(7) Carhartt Zip Sweatshirts (Amazon)	5359		429.92
100-1410-7610	U.S. BANK	(2) MSA Holiday Luncheon Tickets 12/10/2024	5359		123.60
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 11/2024	5324		585.00
100-1825-7626	FEDEX	Document Delivery 12/19/2024	220513		39.89
100-1605-7733	CURO MANAGED PRINT PRO...	SC January Monthly Calendar	220508		18.74
100-1605-7612	SOUTHERN CALIFORNIA MUN...	(3) SCMAF 2025 Membership	220527		200.00
100-1605-7733	ABRAHAM MARTINEZ	SC New Year's Brunch Entertainment	220520		200.00
100-1605-7733	FRANCISCO BURCIAGA	SC New Year's Brunch 1/3/2025	220503		1,723.76

Council Warrant Register By Account

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7716	MANUEL ENRIQUEZ	Snow Nite Balloon Supplies	5330		73.22
100-4806	EMMA MORALES	Excursion Refund (Cruise of Lights)	220521		25.90
100-4806	OFELIA BAUTISTA	Excursion Cancellation Refund (Rose Parade)	220501		85.00
100-2120	JUAN MUNOZ	SC Rent Deposit Refund 12/14/2024	220522		500.00
100-2120	JENNIFER DRUMMOND	ROP Bldg Rent Deposit Refund 12/21/24	220510		150.00
100-2120	ALFRED ZAMORA	ROP Bldg Rent Deposit Refund 12/15/24	220530		150.00
Fund 100 - GENERAL FUND Total:					165,816.62
Fund: 220 - GAS TAX FUN					
220-2210-7811	WGJ ENTERPRISES INC	Duarte Rd Striping	5362		10,327.50
Fund 220 - GAS TAX FUN Total:					10,327.50
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2426-7810	FRIEDRICH ENTERPRISES INC	Grocery Outlet Center Sweeping 12/2024	5319		784.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					784.00
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 12/01/2024 - 12/31/2024	BD25-0760		428.96
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 12/01/2024 - 12/31/2024	BD25-0760		488.87
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 12/01/2024 - 12/31/2024	BD25-0760		492.21
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 12/01/2024 - 12/31/2024	BD25-0760		567.93
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 12/01/2024 - 12/31/2024	BD25-0760		679.61
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 12/01/2024 - 12/31/2024	BD25-0760		441.43
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					3,099.01
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	Installment of 3rd Bus 12/2024	5335		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2024	5335		20,249.92
440-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2024	5335		-787.46
Fund 440 - PROPOSITION A TRANSIT FUND Total:					23,349.51
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	Installment of 3rd Bus 12/2024	5335		3,180.31
460-4605-7788	INLAND EMPIRE STAGES LTD	Excursion Transporation- Harbor Light Tour 12/18/24	220516		939.22
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2024	5335		16,568.12
460-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2024	5335		-644.29
Fund 460 - PROPOSITION C TRANSIT FUND Total:					20,043.36
Grand Total:					223,420.00

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	165,816.62
220 - GAS TAX FUN	10,327.50
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	784.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,099.01
440 - PROPOSITION A TRANSIT FUND	23,349.51
460 - PROPOSITION C TRANSIT FUND	20,043.36
Grand Total:	223,420.00

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	110.58
100-1010-7610	Travel, Mtgs & Conf	628.21
100-1010-7612	Publications and Dues	18.00
100-1010-7980	Other Expenses	849.10
100-1015-7680	City Attorney Legal	12,073.79
100-1015-7682	Labor Counsel Legal	585.00
100-1015-7686	Other Legal Services	2,590.74
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	1,000.00
100-1020-7712	Community Information ...	9,696.39
100-1020-7716	Special Community Even...	10,960.51
100-1020-7720	DCTV	2,940.00
100-1020-7726	Council Cablecasting	300.00
100-1205-7761	Parking Ticket Collect	7,041.44
100-1205-7779	Youth Programs	600.00
100-1205-7782	Crossing Guard Contract...	3,755.16
100-1205-7783	A-Team Program	82.09
100-1205-7787	Public Safety Cntr Lease	9,221.00
100-1205-7887	Repairs & Replacements	148.24
100-1205-8030	Other Equipment	93.68
100-1405-7610	Travel, Mtgs & Conf	518.00
100-1405-7612	Publications and Dues	183.47
100-1405-7614	Office Supplies	47.00
100-1405-7965	Professional Services	9,576.00
100-1405-7969	City Engineer	3,440.00
100-1405-7975	Economic Development ...	6,495.00
100-1405-7980	Other Expenses	429.92
100-1405-8100	Other Capital Improvem...	1,700.00
100-1410-7610	Travel, Mtgs & Conf	123.60
100-1410-7810	Street Sweeping	122.00
100-1415-7889	Repairs-Sports Park	335.57
100-1605-7002	Regular Salaries	76.92
100-1605-7612	Publications and Dues	200.00
100-1605-7733	Senior Center	3,597.61
100-1605-7736	Youth & Adult Recreatio...	1,491.00
100-1605-7745	Boxing Program	216.97
100-1605-7750	Bus Rentals	1,280.78
100-1605-7756	Senior Recreation Classes	840.00
100-1610-7618	Building Supplies	1,029.88
100-1610-7636	Uniforms	25.46

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	5,233.40
100-1805-7614	Office Supplies	100.57
100-1805-7965	Professional Services	300.00
100-1815-7820	Finance Software	12,984.83
100-1825-7613	Duplications And Photos	227.02
100-1825-7626	Postage	39.89
100-1825-7630	Equipment Lease	2,140.45
100-1825-7631	Equipment Maintenance	553.75
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7980	Other Expenses	68.00
100-1830-8100	Vehicle Replacement (C...	38,171.02
100-2120	Refundable Deposits	834.50
100-2121	Pass Through Deposits	4,394.18
100-4806	Excursion Fees	110.90
220-2210-7811	Street Maintenance	10,327.50
240-2426-7810	Street Sweeping	784.00
320-3205-8013	Vehicles (Capital)	3,099.01
440-4405-7960	Foothill Transit Operatio...	20,249.92
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-787.46
460-4605-7788	Shuttle Services	939.22
460-4605-7960	Foothill Tranist Operatio...	16,568.12
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-644.29
Grand Total:		223,420.00

Project Account Summary

Project Account Key	Payment Amount
None	209,245.32
202118-ATP Cycle 4-Professional Svcs	7,446.00
202126-Other Capital Improv-Esperanza-MBK	1,700.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	600.00
202422-PassThru-Royal Oaks Annex-Rincon Consult	4,394.18
202422-Refund Dep-Royal Oaks Annexation	34.50
Grand Total:	223,420.00



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 5706 - ABRAHAM MARTINEZ					
100-1605-7736	ABRAHAM MARTINEZ	Instructor Fee-Piano Fall 9/28/24 - 11/16/24	2024-014		210.00
100-1605-7733	ABRAHAM MARTINEZ	SC New Year's Brunch Entertainment	2025-001		200.00
Vendor 5706 - ABRAHAM MARTINEZ Total:					410.00
Vendor: 6588 - ALBERTO R PEREZ					
100-1610-7652	ALBERTO R PEREZ	ADA Lift Repair & Anchor Assessment-Comp Pool	2551		3,845.00
100-1610-7652	ALBERTO R PEREZ	ADA Lift Repair & Anchor Assessment-Comp Pool	2551		1,378.86
Vendor 6588 - ALBERTO R PEREZ Total:					5,223.86
Vendor: 6446 - ALFRED ZAMORA					
100-2120	ALFRED ZAMORA	ROP Bldg Rent Deposit Refund 12/15/24	R106361		150.00
Vendor 6446 - ALFRED ZAMORA Total:					150.00
Vendor: 3661 - ALHAMBRA SUPERIOR COURT					
100-1205-7761	ALHAMBRA SUPERIOR COURT	Citation Revenue Tax 11/2024	12232024		4,658.50
Vendor 3661 - ALHAMBRA SUPERIOR COURT Total:					4,658.50
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Svcs 11/24/2024 - 12/7/2024	97533		3,755.16
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					3,755.16
Vendor: 6561 - ANGELIKA DEOCAMPO					
100-1020-7716	ANGELIKA DEOCAMPO	Deposit-Lunar New Year Performance	0225		90.00
Vendor 6561 - ANGELIKA DEOCAMPO Total:					90.00
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1020-7720	BAKERS MAN PRODUCTIONS L...	PEG Channel Content (Holiday Tree Lighting)	408389		900.00
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Meeting 12/10/24	408395		300.00
Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:					1,200.00
Vendor: 4813 - BEN RUSHING					
100-1605-7733	BEN RUSHING	SC DJ Music Entertainment	1/23/2025		175.00
Vendor 4813 - BEN RUSHING Total:					175.00
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 11/2024	333756		585.00
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					585.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	(6) Copier CA 2024 Property Tax	37329447		410.94
100-1825-7630	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Lease 1/01/2025 - 1/31/2025	37329447		1,729.51
100-1825-7631	CANON FINANCIAL SERVICES I...	(2) CH/PS/SC/TC Copier Maint 11/01/24 - 11/30/24	37329447		529.86
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,670.31
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA ...	Finance Mgr Printer Maint 11/23/24 - 12/22/24	6010353481		23.89
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					23.89

Council Warrant Register By Vendor

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	1/2025		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	1/2025		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 6704 - CHEYNE ELLETT					
100-1405-8100	CHEYNE ELLETT	2024 Call for Artists Utility Box Art Program	12232024	202126-Other Capital Improv...	375.00
Vendor 6704 - CHEYNE ELLETT Total:					375.00
Vendor: 6381 - CHRISTOPHER H CHUC					
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Ballroom/Latin Dance Fall 2024	2409		100.80
100-1605-7756	CHRISTOPHER H CHUC	Instructor Fee-SC Line Dancing Fall 2024	2410		151.20
Vendor 6381 - CHRISTOPHER H CHUC Total:					252.00
Vendor: 5586 - CHRISTOPHER J TUCKER					
100-1605-7756	CHRISTOPHER J TUCKER	Instructor Fee-SC TaiQi-QiGong Fall 2024	10-120724		588.00
Vendor 5586 - CHRISTOPHER J TUCKER Total:					588.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4214201201		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4214201201		9.54
Vendor 5140 - CINTAS CORPORATION #693 Total:					35.00
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/ WTS & MEASURES					
100-1415-7889	COUNTY OF LOS ANGELES AGR..	Sports Park Gopher Control 10/2024	250573		335.57
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/ WTS & MEASURES Total:					335.57
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1020-7716	CURO MANAGED PRINT PRO...	Santa Coming to Duarte Vehicle Decorations	10247		198.45
100-1020-7716	CURO MANAGED PRINT PRO...	Tree Lighting Holiday Ornaments	10255		154.35
100-1605-7733	CURO MANAGED PRINT PRO...	SC January Monthly Calendar	10277		18.74
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					371.54
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 11/2024	172867		267.54
100-1205-7761	DATA TICKET INC	DUI Citation Processing 11/2024	172878		6.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 11/2024	173549		2,109.40
Vendor 5501 - DATA TICKET INC Total:					2,382.94
Vendor: 1381 - DOLPHIN RENTS INC					
100-1020-7716	DOLPHIN RENTS INC	Snow Nite Tent/Lights/Fence/Misc Rental	01-218134-26		5,121.91
Vendor 1381 - DOLPHIN RENTS INC Total:					5,121.91
Vendor: 6103 - EAGLE PORTABLES INC					
100-1020-7716	EAGLE PORTABLES INC	Snow Nite Portable Restrooms	13582		673.69
Vendor 6103 - EAGLE PORTABLES INC Total:					673.69
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	1/2025		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00

Council Warrant Register By Vendor

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4894 - EMMA MORALES					
100-4806	EMMA MORALES	Excursion Refund (Cruise of Lights)	2000557.005		25.90
Vendor T4894 - EMMA MORALES Total:					25.90
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,31,25,35 Maint Fees 12/2024	FBN5205070		295.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 11/25/2024 - 11/30/2024	FBN5205070		363.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		394.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 CA Tire Tax	FBN5205070		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		446.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		478.95
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 CA Tire Tax	FBN5205070		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		578.99
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Down Payment (CAP Price Reduction)	FBN5205070		24,099.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		702.14
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		1,817.39
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		1,086.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		911.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		911.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		847.62
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		782.73
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 12/01/2024 - 12/31/2024	FBN5205070		566.88
Vendor 6189 - ENTERPRISE FM TRUST Total:					38,171.02
Vendor: 4438 - ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC					
100-1405-7965	ENVIRONMENTAL SYSTEMS R...	ArcGIS Online Subscription 1/15/2025 - 1/14/2026	94866790		1,950.00
Vendor 4438 - ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC Total:					1,950.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery 12/19/2024	8-725-12163		39.89
Vendor 0087 - FEDEX Total:					39.89

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6389 - FRANCISCO BURCIAGA					
100-1605-7733	FRANCISCO BURCIAGA	SC New Year's Brunch 1/3/2025	4044		1,723.76
Vendor 6389 - FRANCISCO BURCIAGA Total:					1,723.76
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
100-1410-7810	FRIEDRICH ENTERPRISES INC	Las Brisas Sweeping 12/2024	208708		61.00
100-1410-7810	FRIEDRICH ENTERPRISES INC	Las Posadas Sweeping 12/2024	208709		61.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					122.00
Vendor: 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES					
100-1805-7965	HINDERLITER, DE LLAMAS & A...	Transaction Audit Tax Oct 2024 - Dec 2024	SIN046116		300.00
Vendor 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:					300.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	SC Repairs/Supplies/Lights	2544100		744.88
100-1205-8030	HOME DEPOT CREDIT SERVICES	Code Enforcement Light Meter	4388254		93.68
100-1205-7887	HOME DEPOT CREDIT SERVICES	Temp Storage for Public Safety Files	7604044		148.24
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Supplies	7540427		64.52
100-1610-7618	HOME DEPOT CREDIT SERVICES	CC Photo Cell Repair/Lights	6512463		114.43
100-1610-7618	HOME DEPOT CREDIT SERVICES	FC Backflow Slab/Batteries	0023926		32.80
100-1610-7618	HOME DEPOT CREDIT SERVICES	Propane Heat Lamp Rental	0305542		75.21
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early	4462271		-1.96
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					1,271.80
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
100-1605-7750	INLAND EMPIRE STAGES LTD	Excursion Transportation- Harbor Light Tour 12/18/24	62617		1,280.78
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					1,280.78
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	1/2025		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: T4895 - JENNIFER DRUMMOND					
100-2120	JENNIFER DRUMMOND	ROP Bldg Rent Deposit Refund 12/21/24	R106360		150.00
Vendor T4895 - JENNIFER DRUMMOND Total:					150.00
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	1/2025		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	1/2025		435.00
Vendor 0086 - JOHN FASANA Total:					435.00
Vendor: 6697 - JON OLIVER KNIGHT					
100-1020-7711	JON OLIVER KNIGHT	Employee Awards Ceremony Entertainment	INV0008		1,000.00
Vendor 6697 - JON OLIVER KNIGHT Total:					1,000.00
Vendor: T3851 - JOVANA VILLEGAS					
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Ballet Fall 2024	135842		1,281.00
Vendor T3851 - JOVANA VILLEGAS Total:					1,281.00
Vendor: T4896 - JUAN MUNOZ					
100-2120	JUAN MUNOZ	SC Rent Deposit Refund 12/14/2024	R106116		500.00
Vendor T4896 - JUAN MUNOZ Total:					500.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6702 - LAISHAN MUI ITO					
100-1405-8100	LAISHAN MUI ITO	2024 Call for Artists Utility Box Art Program	12232024	202126-Other Capital Improv-...	475.00
Vendor 6702 - LAISHAN MUI ITO Total:					475.00
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY25 Federal Grant Administration 11/2024	8468		180.00
Vendor 5438 - LDM ASSOCIATES INC Total:					180.00
Vendor: 6587 - LEE & ASSOCIATES - PASADENA INC					
100-1405-7975	LEE & ASSOCIATES - PASADEN...	Real Estate Advisory Services 11/2024	12032024		6,495.00
Vendor 6587 - LEE & ASSOCIATES - PASADENA INC Total:					6,495.00
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	1/2025		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 1/2025	huntplaz-012025		1,750.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,750.00
Vendor: 6039 - MANUEL ENRIQUEZ					
100-1020-7716	MANUEL ENRIQUEZ	Snow Nite Balloon Supplies	12/7/2024		73.22
Vendor 6039 - MANUEL ENRIQUEZ Total:					73.22
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	1/2025		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: 6695 - MARTIN CALDERON RIOS					
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	1/2025		75.00
Vendor 6695 - MARTIN CALDERON RIOS Total:					75.00
Vendor: 6594 - MATTHEW GUARJARDO					
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	11/2024	202418-FY23-26-Exp-Tutors,S...	600.00
Vendor 6594 - MATTHEW GUARJARDO Total:					600.00
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	1/2025		435.00
Vendor 1042 - MICHAEL TARR Total:					435.00
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	1/2025		9,221.00
Vendor 2461 - MVP, LLC Total:					9,221.00
Vendor: T4897 - OFELIA BAUTISTA					
100-4806	OFELIA BAUTISTA	Excursion Cancellation Refund (Rose Parade)	2002068.002		85.00
Vendor T4897 - OFELIA BAUTISTA Total:					85.00
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	1/2025		76.92
Vendor 1197 - PAMELA ROMERO Total:					76.92
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 12/10/2024	589699		68.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					68.00
Vendor: 6701 - RAQUEL MARTINEZ RODRIGUEZ					
100-1405-8100	RAQUEL MARTINEZ RODRIGU...	2024 Call for Artists Utility Box Art Program	12232024	202126-Other Capital Improv-...	375.00
Vendor 6701 - RAQUEL MARTINEZ RODRIGUEZ Total:					375.00

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Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	RAYMOND ABERNATHY	ValleyView Academy End of Year A-Team Event	12/17/2024		82.09
Vendor 6652 - RAYMOND ABERNATHY Total:					82.09
Vendor: 6591 - RINCON CONSULTANTS INC					
100-2121	RINCON CONSULTANTS INC	Royal Oaks Annexation 10/2024	61003	202422-PassThru-Royal Oaks ...	4,394.18
Vendor 6591 - RINCON CONSULTANTS INC Total:					4,394.18
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 11/2024	35546		1,200.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2024	35547		2,240.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Access Improvements 11/2024	35560	202118-ATP Cycle 4-Professio...	7,446.00
Vendor 0904 - RKA CONSULTING GROUP Total:					10,886.00
Vendor: 6585 - RUBEN VIOLA					
100-1605-7733	RUBEN VIOLA	SC Newsletter Jan/Feb 2025	3563		818.61
Vendor 6585 - RUBEN VIOLA Total:					818.61
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 10/2024	1012689		6,170.64
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 10/2024	1012690		795.47
100-1015-7686	RUTAN & TUCKER LLP	Wireless Issue Legal 10/2024	1012691		78.90
100-2120	RUTAN & TUCKER LLP	Royal Oaks Annexation Legal 10/2024	1012692	202422-Refund Dep-Royal Oa...	34.50
100-1015-7686	RUTAN & TUCKER LLP	Spinks Cyn Easement Legal 10/2024	1012693		568.10
100-1015-7686	RUTAN & TUCKER LLP	Land Value Holdings Litigation 11/2024	1015606		1,148.27
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 11/2024	1015891		5,903.15
Vendor 0196 - RUTAN & TUCKER LLP Total:					14,699.03
Vendor: 6703 - SAMANTHA CHANG					
100-1405-8100	SAMANTHA CHANG	2024 Call for Artists Utility Box Art Program	12232024	202126-Other Capital Improv-...	475.00
Vendor 6703 - SAMANTHA CHANG Total:					475.00
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	1/2025		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 0202 - SHAFFER AWARDS					
100-1605-7745	SHAFFER AWARDS	TC Boxing Awards	8444		216.97
Vendor 0202 - SHAFFER AWARDS Total:					216.97
Vendor: 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION					
100-1605-7612	SOUTHERN CALIFORNIA MUN...	(3) SCMAF 2025 Membership	25-MEM-DUARTE		200.00
Vendor 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION Total:					200.00
Vendor: 0218 - STAMP-OUT INC					
100-1005-7980	STAMP-OUT INC	CC Martin Calderon Signature Stamp	12182024D		110.58
Vendor 0218 - STAMP-OUT INC Total:					110.58
Vendor: 2688 - STAPLES					
100-1805-7614	STAPLES	Office Supplies	6019694042		100.57
100-1825-7613	STAPLES	Copier Paper	6019694042		227.02
Vendor 2688 - STAPLES Total:					327.59
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	1/2025		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6462 - SUNBELT RENTALS INC					
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Generator Rental	162890839-0001		1,034.45
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Light Tower Rental	162914573-0001		3,933.48
100-1020-7716	SUNBELT RENTALS INC	Snow Nite Generator Rental (Inv#162890839-0001)	162890839-0002		-319.04
Vendor 6462 - SUNBELT RENTALS INC Total:					4,648.89
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	1/2025		75.00
Vendor 6457 - TERA MARTIN DEL CAMPO Total:					75.00
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	1/2025		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00
Vendor: 5296 - THE BASHFUL BUTLER LLC					
100-1605-7733	THE BASHFUL BUTLER LLC	SC Christmas Dinner Dessert	2677		661.50
Vendor 5296 - THE BASHFUL BUTLER LLC Total:					661.50
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	1/2025		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 12/2024	13725		9,626.00
100-1020-7720	TRIPEPI SMITH & ASSOCIATES	PEG Channel Management Services 12/2024	13726		2,040.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					11,666.00
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 1/01/2025 - 3/31/2025	025-488593		12,984.83
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					12,984.83
Vendor: 4484 - U.S. BANK					
100-1010-7610	U.S. BANK	Brian Villalobos Mtg w/Capt Meza (Noodle St)	12262024BV		93.36
100-1010-7610	U.S. BANK	Brian Villalobos Mtg w/Dr Hillman (Hope Village)	12262024BV		42.28
100-1010-7610	U.S. BANK	Frances Jimenez CCAC Institute Hotel (Fairfield)	12262024BV		492.57
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	12262024BV		18.00
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Food (La Patrona)	12262024BV		329.10
100-1010-7980	U.S. BANK	DashPass 1/5/2025 - 2/5/2025 (DoorDash)	12262024BV		9.99
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Fruit Tray (Pavillions)	12262024BV		39.99
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Churros (Cabreras)	12262024BV		66.15
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Drinks/Utensils (InstaCart)	12262024BV		119.87
100-1010-7980	U.S. BANK	CC Mtg 12/10/24 Dessert (Sweet Nothings)	12262024BV		125.00
100-1010-7980	U.S. BANK	Online Drone Training Program (Pilot Institute)	12262024BV		159.00
100-1020-7712	U.S. BANK	Spotify Membership	12262024BV		19.99
100-1020-7712	U.S. BANK	X Premium Subscription 12/2/24 - 12/2/25 (X Corp)	12262024BV		50.40
100-1405-7610	U.S. BANK	Melanie Grigorian Nuts & Bolts Workshop (CCAC)	12262024CH		250.00
100-1405-7610	U.S. BANK	Craig Hensley Metro Parking (Joe's Auto Lot)	12262024CH		3.00
100-1405-7610	U.S. BANK	Craig Hensley TAP Card Reload (City of Duarte)	12262024CH		15.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7610	U.S. BANK	Salina Bautista Nuts & Bolts Workshop (CCAC)	12262024CH		250.00
100-1405-7612	U.S. BANK	2024 Work Area Traffic Control Handbook (BNI)	12262024CH		183.47
100-1405-7614	U.S. BANK	2025 Daily Planner (SP Brownline)	12262024CH		47.00
100-1405-7980	U.S. BANK	(7) Carhartt Zip Sweatshirts (Amazon)	12262024CH		429.92
100-1410-7610	U.S. BANK	(2) MSA Holiday Luncheon Tickets 12/10/2024	12262024CH		123.60
Vendor 4484 - U.S. BANK Total:					2,867.69
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	1/2025		75.00
Vendor 6196 - VINH TRUONG Total:					75.00
Fund 100 - GENERAL FUND Total:					165,816.62
Fund: 220 - GAS TAX FUN					
Vendor: 5887 - WGJ ENTERPRISES INC					
220-2210-7811	WGJ ENTERPRISES INC	Duarte Rd Striping	12214C-02		10,327.50
Vendor 5887 - WGJ ENTERPRISES INC Total:					10,327.50
Fund 220 - GAS TAX FUN Total:					10,327.50
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
240-2426-7810	FRIEDRICH ENTERPRISES INC	Grocery Outlet Center Sweeping 12/2024	208707		784.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					784.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					784.00
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 12/01/2024 - 12/31/2024	FBN5205070		488.87
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 12/01/2024 - 12/31/2024	FBN5205070		441.43
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 12/01/2024 - 12/31/2024	FBN5205070		428.96
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 12/01/2024 - 12/31/2024	FBN5205070		679.61
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 12/01/2024 - 12/31/2024	FBN5205070		567.93
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease 12/01/2024 - 12/31/2024	FBN5205070		492.21
Vendor 6189 - ENTERPRISE FM TRUST Total:					3,099.01
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					3,099.01
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	Installment of 3rd Bus 12/2024	SI010539		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2024	SI010540		20,249.92
440-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2024	SI010540		-787.46
Vendor 3192 - FOOTHILL TRANSIT Total:					23,349.51
Fund 440 - PROPOSITION A TRANSIT FUND Total:					23,349.51
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	Installment of 3rd Bus 12/2024	SI010539		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 11/2024	SI010540		16,568.12
460-5004	FOOTHILL TRANSIT	Duarte Local Service 11/2024	SI010540		-644.29
Vendor 3192 - FOOTHILL TRANSIT Total:					19,104.14

Council Warrant Register By Vendor

Payment Dates: 12/25/2024 - 1/15/2025

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
460-4605-7788	INLAND EMPIRE STAGES LTD	Excursion Transporation- Harbor Light Tour 12/18/24	62617		939.22
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					939.22
Fund 460 - PROPOSITION C TRANSIT FUND Total:					20,043.36
Grand Total:					223,420.00

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	165,816.62
220 - GAS TAX FUN	10,327.50
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	784.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	3,099.01
440 - PROPOSITION A TRANSIT FUND	23,349.51
460 - PROPOSITION C TRANSIT FUND	20,043.36
Grand Total:	223,420.00

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	75.00
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1005-7980	Other Expenses	110.58
100-1010-7610	Travel, Mtgs & Conf	628.21
100-1010-7612	Publications and Dues	18.00
100-1010-7980	Other Expenses	849.10
100-1015-7680	City Attorney Legal	12,073.79
100-1015-7682	Labor Counsel Legal	585.00
100-1015-7686	Other Legal Services	2,590.74
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	1,000.00
100-1020-7712	Community Information ...	9,696.39
100-1020-7716	Special Community Even...	10,960.51
100-1020-7720	DCTV	2,940.00
100-1020-7726	Council Cablecasting	300.00
100-1205-7761	Parking Ticket Collect	7,041.44
100-1205-7779	Youth Programs	600.00
100-1205-7782	Crossing Guard Contract...	3,755.16
100-1205-7783	A-Team Program	82.09
100-1205-7787	Public Safety Cntr Lease	9,221.00
100-1205-7887	Repairs & Replacements	148.24
100-1205-8030	Other Equipment	93.68
100-1405-7610	Travel, Mtgs & Conf	518.00
100-1405-7612	Publications and Dues	183.47
100-1405-7614	Office Supplies	47.00
100-1405-7965	Professional Services	9,576.00
100-1405-7969	City Engineer	3,440.00
100-1405-7975	Economic Development ...	6,495.00
100-1405-7980	Other Expenses	429.92
100-1405-8100	Other Capital Improvem...	1,700.00
100-1410-7610	Travel, Mtgs & Conf	123.60
100-1410-7810	Street Sweeping	122.00
100-1415-7889	Repairs-Sports Park	335.57
100-1605-7002	Regular Salaries	76.92
100-1605-7612	Publications and Dues	200.00
100-1605-7733	Senior Center	3,597.61
100-1605-7736	Youth & Adult Recreatio...	1,491.00
100-1605-7745	Boxing Program	216.97
100-1605-7750	Bus Rentals	1,280.78
100-1605-7756	Senior Recreation Classes	840.00
100-1610-7618	Building Supplies	1,029.88
100-1610-7636	Uniforms	25.46

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7652	Building Maint Services	5,233.40
100-1805-7614	Office Supplies	100.57
100-1805-7965	Professional Services	300.00
100-1815-7820	Finance Software	12,984.83
100-1825-7613	Duplications And Photos	227.02
100-1825-7626	Postage	39.89
100-1825-7630	Equipment Lease	2,140.45
100-1825-7631	Equipment Maintenance	553.75
100-1825-7674	Retiree Health Insurance	3,960.00
100-1825-7980	Other Expenses	68.00
100-1830-8100	Vehicle Replacement (C...	38,171.02
100-2120	Refundable Deposits	834.50
100-2121	Pass Through Deposits	4,394.18
100-4806	Excursion Fees	110.90
220-2210-7811	Street Maintenance	10,327.50
240-2426-7810	Street Sweeping	784.00
320-3205-8013	Vehicles (Capital)	3,099.01
440-4405-7960	Foothill Transit Operatio...	20,249.92
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-787.46
460-4605-7788	Shuttle Services	939.22
460-4605-7960	Foothill Tranist Operatio...	16,568.12
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-644.29
Grand Total:		223,420.00

Project Account Summary

Project Account Key	Payment Amount
None	209,245.32
202118-ATP Cycle 4-Professional Svcs	7,446.00
202126-Other Capital Improv-Esperanza-MBK	1,700.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	600.00
202422-PassThru-Royal Oaks Annex-Rincon Consult	4,394.18
202422-Refund Dep-Royal Oaks Annexation	34.50
Grand Total:	223,420.00



**COMMUNITY DEVELOPMENT
STATUS REPORT
January 2025**

PROJECT/PROGRAM	STATUS
DEVELOPMENT	
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 expects to start construction in March 2025.
Andres Duarte School	This is a Duarte Unified School District (DUSD) project which entails the development of the Andres Duarte School site with a residential development. The School District has selected a developer for the development: a partnership of Adept Development, MW Investments Group and SGV Property Fund. The Andres Duarte school site property is 14.1 acres. The preliminary plan, acted on by DUSD, includes 169 units and preserves a portion of Otis Gordon Park. The property has a general plan and zoning of Public Facilities so any development of the property will require City Council approval. The Parks & Recreation Commission reviewed the concept for the Otis Gordon Park rebuild at its September meeting. The EIR consultant has been hired. The Notice of EIR preparation has been issued. Work on the EIR is in process. The City hosted an EIR Scoping Meeting on January 7 and the consultant provided an overview of the proposed environmental analysis and explained the EIR process.
BP Charging Station 2107 Huntington Dr.	Permits have been issued, and construction is in process for the new EV charging station on the property at the northeast corner of Huntington Drive and Bradbourne. This is a new style of charging station that includes several charging spaces and a lounge area for customers that are waiting for their vehicles to charge.
Former Nissan Dealership	The Nissan dealership on the northeast corner of Buena Vista Street and Central Avenue has permanently closed. Staff has met with the new owner to discuss possible development of the site. The priority is for a new car dealership for the location. In the most recent discussion with the owner's representative, it was reported that the plan is to begin marketing the property in early 2025. In the interim the property will be used for new car parking and will be well maintained.

PROJECT/PROGRAM	STATUS
New Infinity/Nissan Dealership	Nissan has moved to the former Used Car Superstore at 1125 Central Ave. The Infinity brand will also be sold at this location. The new owner has informed Staff that future plans include upgrades to the building and signs.
Envision Ford	Envision Ford at 1031 Central plans to construct a new freeway sign. Permits have been issued, and construction is scheduled to start in early 2025, although this schedule may change. The owners plan to make a significant upgrade to the property with a new building.
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 has recently 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 will take 4-6 months. The hearing process will follow.
1401 Santo Domingo	A 20 unit townhome development was approved for the property. The property recently was sold to a new owner that plans to develop the site. Plans have not yet 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 is in the final stages of developer selection. 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.
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

PROJECT/PROGRAM	STATUS
	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.
Royal Oaks Annexation	The Council approved the annexation, including the pre-zoning and related items. LAFCO put its hearing off until its January meeting. If approved, the property should be officially annexed in February.
Solana at Duarte Station 1750 Fasana Road	MBK is building Solana, a 292-unit apartment building. This building will also be the location of the "Duarte Station" sign that will be an icon, located on the roof of the building. The revised completion date is 2025.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: Hope Plaza was recently completed. It is an 8 story, 350,000 square foot outpatient clinic, south of the Northeast parking structure. The Central Utility Plant reconstruction is in process and will be completed by Summer 2025 (it is located in the Irwindale portion of the property). The City of Hope has recently submitted concept plans for a new building for pathology, radiology and oncology.
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 and construction has started. The project was put on hold while the contractor works out some construction details with SCE but should restart in the near future.
<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. The City and the property owner of 1801 Highland have approved an easement agreement. Staff discussed the right of way issue with Metro for its piece

PROJECT/PROGRAM	STATUS
	recently and the details will be resolved when the site development moves forward. City has hired KHR to develop engineering plans. The projected construction date is Fall 2024; however, a portion adjacent to the Metro parking lot may be constructed with the development on that property. Staff and the City consultant are working with SCE on moving power poles. Final plans are in process. Some details need to be resolved with SCE and with Metro before the project goes out to bid, hopefully in early February.
Recreation Trail Upgrades	Duarte was awarded a \$1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. We are still waiting to receive the funds as the State manages the process for how funds will be distributed, a process that typically takes several months. In the next few months, Staff is working on finalizing paving details, looking to hire a landscape consultant to coordinate a final bid set for Parks & Recreation Commission and City Council review. An aerial survey has been completed and the concept plan is being developed. In coordinating with Cal Trans, the date that funding will be available has changed, so the project won't go out to bid until early 2025 at the earliest. The Parks & Recreation Commission reviewed the concept plans in November.
Encanto Park Infiltration Project	In feasibility and early design phase. Initial plan is to locate structure in the park area under the soccer field . Now that the JPA has been formed to manage construction and maintenance, the project can move forward. The design is at 60% now and the JPA will be working on developing a budget. When a final budget estimate is completed and the plans are at 90% completion or more, City Staff and the JPA will provide City Council an update and City Staff and the JPA will start public outreach.
Huntington Drive Medians	The bid awarded to FS Contractors. The project construction will start this month.



**PARKS AND RECREATION
STATUS REPORT
January 2024**

PROJECT/PROGRAM		STATUS
<u>OPERATION UPDATES</u>		
Fitness Center Pools Temporarily Closed	Effective, Saturday, January 4, 2025, the Fitness Center pools are closed for maintenance. Currently, we do not have an estimated reopening date, but staff and the City’s service contractors are working to resolve the issues as quickly as possible. We encourage the public to visit the Fitness Center webpage at ACCESSDUARTE.COM or contact the facility directly for the latest update.	
<u>SPECIAL EVENTS</u>		
Martin Luther King, Jr. Celebration Event	The Department is excited to announce the 23rd Annual Martin Luther King Jr. Celebration event on Thursday, January 10, at the Duarte Performing Arts Center, in partnership with the Duarte Unified School District. The event will kick off at 10 AM and feature a special keynote speaker, performances, and the announcement of the winners of this year’s MLK Essay Contest. For more details, please contact the Duarte Teen Center at (626) 303-0863.	
Lunar New Year Celebration – Year of the Snake	Celebrate Lunar New Year in the City of Duarte! On February 8, from 11 AM to 3 PM, bring your family and friends to the Duarte Civic Center – 1600 Huntington Drive, for this multicultural celebration. This year’s event will include cultural performances, live performances, delicious food, kid-friendly arts and crafts, and festive décor. For more information, visit ACCESSDUARTE.COM.	
Sweethearts Paint Night	On February 6, celebrate love at our Sweethearts Paint Night from 6 – 8:30 PM. Whether you’re with a partner, friends, or flying solo, you’ll be guided by a talented instructor as you create a heartfelt masterpiece to take home. Plus, you’ll enjoy sipping on delightful wines and light refreshments while you paint. Reserve your spot now at ACCESSDUARTE.COM. Registration fee is \$45 per resident/ \$55 per non-resident. All guests must be 21 years and older.	



MEMORANDUM

TO: Mayor and Councilmembers
FROM: Annette Juarez, City Clerk
DATE: January 14, 2024
SUBJECT: **APPROVAL OF CITY COUNCIL CONFERENCE ATTENDANCE**

Southern California Association of Governments (SCAG) 2025 Regional Conference & General Assembly
May 1-2, 2025
Palm Desert, CA

Registration: \$0.00
Accommodations: Conference Hotel Rate

2025 California Contract Cities Association (CCCA) Annual Municipal Seminar
May 16-18, 2025
Indian Wells, CA

Registration: \$875.00
Accommodations: Conference Hotel Rate

California Joint Powers Insurance Authority (JPIA) Newly Elected Officials Academy
August 17-19, 2025
Oxnard, CA

Registration: \$0.00
Accommodations: Conference Hotel Rate

2025 California Contract Cities Association (CCCA) Fall Educational Summit
September 5-7, 2025
Oceanside, CA

Registration: \$725.00
Accommodations: Conference Hotel Rate

30th Annual California JPIA Risk Management Educational Forum
October 1-3, 2025
Carlsbad, CA

Registration: \$0.00
Accommodations: Conference Hotel Rate

League of California Cities Annual Conference and Expo
October 8-10, 2025
Long Beach, CA

Registration: \$700.00
Accommodations: Conference Hotel Rate



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Annette Juarez, City Clerk

SUBJECT: Resolution establishing the date and time of regular City Council meetings for the 2025 calendar year.

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 25-01 establishing the date and time of regular City Council meetings for the 2025 calendar year.

FISCAL IMPACT: None.

BACKGROUND

Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings. On January 9, 2024, the City Council adopted Resolution No. 24-01 establishing the date and time of regular City Council meetings for the remainder of 2024.

DISCUSSION

This Resolution No. 25-01 would set the schedule for regular City Council meetings for the 2025 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public.

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

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 25-01 establishing the date and time of regular City Council meetings for the 2025 calendar year.

FISCAL IMPACT

None.

ATTACHMENT

A. Resolution No. 25-01 Establishing the Date and Time of Regular City Council Meetings

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 25-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING THE DATE AND TIME OF REGULAR CITY COUNCIL MEETINGS FOR CALENDAR YEAR 2025

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

WHEREAS, the City Council desires to establish the dates of its regular meetings for calendar year 2025; and

WHEREAS, the City Council desires to set the time of each regular meeting to commence at 5:30 p.m. if the City Council is holding (a) one or more closed sessions as authorized by the Ralph M. Brown Act (Gov. Code § 54950 et seq.), and/or (b) one or more workshop sessions, and to commence all other agenda items at the later of (i) the conclusion of such closed sessions and/or workshop sessions, or (ii) 7:00 p.m.; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- a. If there is scheduled on the agenda (a) one or more closed sessions of the City Council pursuant to the Ralph M. Brown Act (Gov. Code § 54950 et seq.), and/or (b) one or more workshop sessions, the regular meeting shall be scheduled to start at 5:30 p.m. with the closed sessions and/or workshop sessions held at that time and all other business to be heard commencing the later of (i) the conclusion of such closed sessions and/or workshop sessions, or (ii) 7:00 p.m.
- b. If there are no closed sessions or workshop sessions scheduled on the agenda, the regular meeting shall be scheduled to start at 7:00 p.m.

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

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

PASSED, APPROVED and ADOPTED this 14th day of January 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 25-01 was adopted by the City Council of said City of Duarte at a regular meeting of said City Council held on the 14th day of January 2025, by the following vote:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts

RECOMMENDATION: It is recommended that the City Council: 1) authorize the City Manager to sign a Professional Services Agreement (PSA) with Harris & Associates to complete an assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts; and 2) approve a General Fund budget amendment to account number 1405-7965 of not to exceed \$106,000

FISCAL IMPACT: This item was not included in the 2024-2025 General Fund Budget, although there was a discussion about the item. There will be a maximum impact of \$106,000 to the General Fund

BACKGROUND

The citywide landscape and lighting assessment is a special benefit assessment that provides funding for the maintenance of: City-owned parks, public landscaping on public owned properties and public right-of-way, public-owned lighting, street lighting, traffic signals and similar items. The citywide district was established in 1978.

There are also 15 individual neighborhood maintenance districts that are in addition to, and separate from, the citywide district. In these areas there are a variety of maintenance tasks that are performed by the city. Examples are: front yard landscape maintenance; brush clearance; common area maintenance; and gas lamp maintenance on the Mesa.

In 2024-2025, the citywide landscape and lighting district will generate \$698,245. This amount assists in the overall cost of landscape maintenance but comes far short of the overall cost of all landscape and lighting costs which exceeds \$1.4 million annually. The assessment should be looked on as funds that offset the overall cost of landscape and lighting, but it is important to realize that this gap will only increase in the future.

For the 15 individual neighborhood maintenance districts, the assessment versus cost situation is different than for the citywide district. The neighborhood districts are intended to have a balance of revenue and expenditure. In the majority of the districts, it has been possible to maintain a

positive reserve by adjusting the service level. But in the past few years, a few districts have become a concern. It has become evident that a long term solution is necessary with these districts.

The City does not have the option to increase the assessment in the citywide or the neighborhood districts without a property owner vote. In 1996, State Proposition 218 was passed and it requires a majority vote of the property owners to increase assessments. Some of the neighborhood districts created after 1996 have provisions to allow a consumer price index (CPI) increase each year. But this doesn't address the entire issue.

For some of the neighborhood districts, in addition to the issue of increasing maintenance costs, the practice of maintaining private property has increased the staff time necessary to provide the service. The biggest impact areas are the neighborhoods where the district tasks include maintenance of private front yard areas and where the assessment falls far below the actual cost of proper maintenance. The other problem in these areas is that the City is put in the position of limiting the ability of owners to make decisions about the landscape areas.

Staff has discussed these issues and feels there is the need to develop a long term plan to improve the situation and is recommending a comprehensive analysis of the entire landscape maintenance process. The goal of the analysis is to develop a plan that will work for the neighborhood districts and the citywide district into the future.

Staff considered several firms to complete the analysis and decided that Harris & Associates is the best option to meet the City's needs. Harris & Associates was asked to submit a proposal for the assessment.

DISCUSSION/ANALYSIS

Harris & Associates provides a wide variety of services and has specific experience in landscape and lighting district engineering. The City has used Harris & Associates for several other tasks such as the annual fiscal analysis of the Housing Authority and for real estate and property analysis. The quality of work has always been excellent.

For this specific proposal, Harris & Associates will: conduct a complete analysis of the citywide district and all landscape maintenance districts; review the current and future funding and maintenance needs; identify solutions for individual zones that may include a vote for assessment increase or dissolution of the district; and consider a variety of alternatives with the goal of developing a comprehensive long term solution for all districts. Harris & Associates will also assist in preparing improved district diagrams and maps.

In addition to the comprehensive assessment, the contract also includes community outreach and balloting services, if the City chooses to proceed with a property owner vote either citywide or in any of the neighborhood districts.

This comprehensive evaluation of the citywide district and neighborhood landscape maintenance districts is quite detailed and involved. The current trend with increasing costs with limited ability to control those costs and restrictions on increasing assessments will continue. The proposed

analysis will help Staff and the City Council make better decisions in addressing the future of the districts. Harris & Associates is a good partner to assist the City on this issue. The proposed \$106,000 is a not to exceed number.

RECOMMENDATION

It is recommended that the City Council: 1) authorize the City Manager to sign a Professional Services Agreement (PSA) with Harris & Associates to complete an assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts; and 2) approve a General Fund budget amendment to account number 1405-7965 of not to exceed \$106,000.

FISCAL IMPACT

This item was not included in the 2024-2025 General Fund Budget, although there was a discussion about the item. There will be a maximum impact of \$106,000 to the General Fund.

ATTACHMENTS

- A. Professional Services Agreement – Harris & Associates Proposal attached
- B. 2024-2025 Engineer's Report (attached for reference)

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

CITY OF DUARTE AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“**Agreement**”) is made and effective as of December 11, 2024 (“**Effective Date**”), by and between the City of Duarte (“**City**”), and Harris & Associates Inc., (“**Consultant**”). City and Consultant may sometimes herein be referred to individually as a “**Party**” and collectively as the “**Parties**.” 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

The City wishes to engage the services of Consultant to to complete and assessment of the Citywide Landscape and Lighting District and the associated Neighborhood Maintenance Districts as described further in Exhibit A of this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

2. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until June 30, 2026, or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

3. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall provide services more particularly described in the “**Scope of Services**,” which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the “**Services**” or “**Work**.” In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant 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 law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City’s sole and

absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant 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 Consultant's performance of the 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 related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant 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 Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 8, Consultant 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.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are otherwise exempt under California's prevailing wage laws (California Labor Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 8, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost, or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws (including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing

the Services on Consultant's behalf to provide any required disclosure or identification as required by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

4. MANAGEMENT

City's Community Development Director shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be **Alison Bouley**, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

5. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed **One Hundred Six Thousand Dollars (\$106,000)**, based on the Scope of Services set forth in Exhibit A. With written approval from the City, up to a 10% contingency may be added to the maximum contract amount if there are unforeseen issues that require additional work.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

6. 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 Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 5, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant 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 subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct,

or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph (A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant 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.

7. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant 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 Services under this Agreement. Consultant shall 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. Consultant 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.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

8. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel reasonably acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity to the extent arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, but excluding any Claims arising from the negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith to the extent such claims or liabilities are caused by Consultant's negligence, recklessness or willful misconduct as determined by the court of competent jurisdiction.. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities to the extent such claims or liabilities are caused by Consultant's negligence, recklessness or willful misconduct as determined by the court of competent jurisdiction. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees to the extent such claims or liabilities are caused by Consultant's negligence, recklessness or willful misconduct as determined by the court of competent jurisdiction. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City. The costs and expenses of mediation shall be equally shared by the Parties.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one or more of the defendants is unable to pay its share of defense costs due to bankruptcy or

dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

C. Consultant hereby authorizes City to deduct from any amount payable to Consultant (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 Consultant's negligent acts, errors, omissions, or willful misconduct, in performing or failing to perform Consultant's obligations under this Agreement. City in its sole and absolute discretion, may withhold any payment due to Consultant, 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 Consultant's obligation to pay City any sums Consultant owes City.

9. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or canceled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

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

10. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant 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. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11. NO UNDUE INFLUENCE

Consultant 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 Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, 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 this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

12. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

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 Services performed under this Agreement.

13. COVENANT AGAINST DISCRIMINATION

Consultant 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.

14. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

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

15. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice; or (d) e-mailing the notice to the e-mail addresses as set forth below:

If to City:	City of Duarte Craig Hensley, Community Development Director 1600 Huntington Drive Duarte, California 91010
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If to Consultant:	Harris & Associates Attn: Allison Bouley 101 Progress, Suite 250 Irvine, CA 92618
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16. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

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, 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. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant 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. 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 Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

17. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

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

B. 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.

18. 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.

19. INTERPRETATION; ENTIRE AGREEMENT

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

20. CONFLICTS OF INTEREST

Consultant 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 Consultant's obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant 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 Consultant's obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a "consultant" as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant 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, Consultant 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.

21. 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.

22. PARAGRAPH HEADINGS AND SUBHEADINGS

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

23. 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.

24. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties 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.

25. 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 Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

Brian Villalobos, City Manager

Date: _____

CONSULTANT

Harris & Associates, Inc.

By: Alison Barclay
Its: Vice President

Date: 4/3/25

ATTEST

City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Services



November 26, 2024

Mr. Craig Hensley
Community Development Director
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

PROPOSAL FOR PROFESSIONAL SERVICES FOR THE CITY OF DUARTE LANDSCAPE MAINTENANCE DISTRICTS

Dear Craig:

Harris & Associates (Harris) appreciates the opportunity to partner with the City of Duarte (the “City”), for the review and analysis of the City’s Landscape Maintenance District (“LMD” or “District”). This proposal includes our qualifications and experience, work plan, staffing, references, and estimated fees. The Harris team has served as assessment engineer for more than 500 annual assessment proceedings while working with more than 100 public agencies throughout California. Our staff have a thorough understanding of Proposition 218 (“Prop 218”) and the requirements to comply with Article XIII D.

Skilled Project Team – Our team has consistently demonstrated their ability to serve the needs of our clients. Our Municipal + District Finance group has multiple licensed Professional Engineers (PEs) and staff with extensive experience coordinating successful projects. Several Harris team members have more than 20 years of assessment engineering and special financing experience. They thoroughly understand the provisions and implications of Proposition 218 and have provided special and general benefit analyses for all types of improvements.

Proven Success – Our team has a portfolio of successful completion of assessment district projects, Proposition 218 analyses, and new district formations. Through this experience, we have developed a reputation for providing complete and thorough reports and meeting aggressive project deadlines.

Experts in Assessment Engineering Services– Our Engineer’s Reports are prepared in compliance with the requirements of Proposition 218 and recent court cases, reducing the risk of challenge and loss of assessment revenues in the future. Most of our competitors rely on other staff to “stamp” their reports who are not familiar with recent court decisions or your districts, potentially placing agencies at risk.

The following outlines our proposed scope of services and estimated fee to provide these services.

PROJECT UNDERSTANDING

The project consists of a comprehensive review and analysis of the City of Duarte’s Landscape Maintenance District and the 18 Zones included therein. Many of the Zones are currently underfunded, limiting the City’s ability to maintain infrastructure and landscaping at desired service levels. In response, the City is exploring the possibility of increasing assessments in the most critical zones to ensure the long-term sustainability of services and improvements.

The primary objective is to evaluate the financial health of the LMD, identify any discrepancies between service levels and funding, and determine where assessments are no longer sufficient to meet operational needs. This analysis will also explore cost-saving opportunities and recommend strategies for aligning future budgets with the service expectations of property owners and stakeholders.

As part of the project, we will assist the City in determining the appropriate next steps for assessment increases, including compliance with Prop 218. This may involve updating or re-engineering assessment methodologies to ensure fairness and consistency across the District, developing outreach strategies to engage stakeholders, and preparing for the necessary balloting and approval processes.

Through this analysis, our goal is to provide the City with actionable recommendations and a clear path forward for sustainable district funding, ensuring that the LMD can continue to meet the community's needs effectively.

SCOPE OF SERVICES

Harris has prepared the following scope of work based on our understanding of the City's priorities and goals.

Phase 1 – Review of Districts

Task 1: Kick-off Meeting

Harris will attend one (1) virtual kick off meeting to discuss data needs, current status of the District, project schedule, and other considerations.

Task 2: Analysis of Districts

Harris will conduct an analysis of each Zone and the most recent engineer's report. In performing the analysis, Harris will:

- Review District formation and annexation documents.
- Review previous engineer's reports, resolutions, and levy procedures for compliance with the requirements of the Landscape and Lighting Act of 1972, Proposition 218, and provide an up-to-date summary of court cases that clarify the intent of Proposition 218 with regard to special benefit, general benefit, and other factors.
- Verify that the assessment methodology is being applied correctly and is consistent with the requirements of Proposition 218 and recent court cases that identifies, quantifies, and separates the special from general benefits.
- Prepare a parcel database that is inclusive of all parcels that are within District boundaries and all parcels that are outside the District and/or Zone boundaries that are receiving a benefit from the District improvements.

Task 3: Analysis of Financing Strategies

Harris will conduct a detailed review and analysis, which includes:

- Identifying current funding needs including annual maintenance and future capital funding needs for the improvements as they reach the end of their useful life,
- Identifying annual operating and capital reserve levels,
- Identify potential zones or improvements within zones that the City does not wish to maintain moving into the future,
- Identifying necessary assessment rates for each Zone based on the services provided, benefit received and current fund balances. An annual escalation factor will be included.

Task 4: Findings and Recommendations Report

Harris will summarize our Task 1 and Task 2 findings in a Findings and Recommendations Report. This report will include the following:

- **Compliance with Prop 218:** Identification of Zones not in compliance with Prop 218 requirements, along with recommended actions to achieve compliance, which may include dissolving non-compliant Zones.
- **Financial Sufficiency:** Analysis of Zones that are not generating adequate funds for operational needs, with a recommendation to improve District stability by means of one of the following:
 - A Prop 218 ballot process to consider increasing assessments in certain Zone(s);
 - A reduction of services in certain Zone(s); or
 - A plan to dissolve certain Zone(s).
- **Service Boundaries:** Identification of parcels outside District boundaries that benefit from district improvements. Recommendations will include either annexing these parcels into the district or offsetting their benefit with a City general fund contribution.
- **Timeline and Schedule:** Identification of the timeline and process for updating each of the Zones based on the recommendations identified.
- **City Administrative Expenses:** Identification of current and future annual administrative costs for each Zone.

Task 5: Project Management and Meetings

Harris will meet and coordinate with City Staff regarding project progress, constructing a plan to address our recommendations and findings, and site visits. This includes six (6) virtual meetings and six (6) in person meetings. Additional meetings can be added for additional budget.

DELIVERABLES:

- Report of Findings and Recommendations.
- Six (6) virtual monthly meetings.
- Six (6) in person meetings.
- One (1) kick-off meeting.

Phase 2 – Re-Engineering and Rate Increase

Upon completion of Phase 1 and direction from the City, Harris will proceed with Phase 2. The scope of services and fee will vary based on the number of Zones that the City elects to move forward with.

Task 6: Engineer's Report

Based on the agreed upon recommendations in Phase 1, Harris will prepare the Engineer's Report based upon the requirements of the Landscaping and Lighting Act of 1972 and Article XIID of the California Constitution. The report will be prepared by the Assessment Engineer as the registered professional engineer responsible for signing the report. Harris will provide the draft report to the City for review and comment. Harris will incorporate one set of consolidated comments and provide the City a final report.

DELIVERABLES:

- Draft and Final Engineer's Report based upon the requirements of Prop 218 and recent court cases.

Task 7: Assessment Diagram

Harris will prepare a detailed assessment diagram that outlines the boundaries of the district and applicable zone. This diagram will provide a clear visual representation of the district area, including parcel-level details, public infrastructure, a notation of meeting locations, and other relevant features necessary for the assessment process.

The diagram will be prepared in accordance with applicable laws and Proposition 218 requirements, ensuring accuracy and alignment with the Engineer's Report. Harris will coordinate with City staff to verify boundaries and improvement locations, ensuring that all elements are accurately reflected.

The final diagram will be submitted in a digital format for inclusion in the Engineer's Report and future reference.

DELIVERABLES:

- Assessment Diagram

Task 8: Community Outreach

Harris will assist City staff in conducting community outreach and a community meeting to inform property owners of the reason for the proposed increases and to answer property owner questions. Harris will attend a virtual meeting with the City to discuss the strategy for community outreach and prepare an informational flyer and FAQ sheet for use in community outreach. Harris will attend up to four (4) community meetings to present and answer questions as needed. Additional fees will apply if additional community meetings are required.

DELIVERABLE:

- Meet virtually with City to discuss and strategize on the community meeting.
- Provide information and talking points to the City for use in the presentation and property owner notices and flyers.
- Attend up to four (4) in-person community meeting and answer questions.

Task 9: Balloting Services

Harris will assist the City with property owner assessment balloting services as follows:

- Review the balloting process and procedure for the receipt and handling of the ballots as they are returned. A written procedure will be provided that may be approved by the City, if desired. This would provide a policy for replacement ballots if someone loses theirs, multiple owner ballots if the owners wish to vote separately, and the procedure for the receipt and handling of the ballots that are returned.
- If requested, attend virtual meeting to discuss with City staff (including City Clerk and City Attorney) via teleconference, the assessment balloting procedures and provide a schedule of the upcoming dates and events.
- Prepare a draft of the Assessment Ballot and Notice of Public Hearing for review by City staff and qualified legal counsel, as required by the 1972 Act and Article XIID of the California Constitution (Proposition 218).
- Finalize the Assessment Ballot and Notice of Public Hearing. Harris will prepare and coordinate printing and mailing services to mail individual notices/ballots to all property owners within the LMD, as required by the 1972 Act and Article XIID of the California Constitution. Bar-coding will be utilized to facilitate the tabulation process.
- Attend the meeting for the Resolution of Intent to assist City Staff in addressing City Council. Harris will attend one (1) in-person meeting. Additional fees will apply if additional meetings are required.
- Attend the Public Hearing to present to the City Council and to answer questions as needed. Following the close of the Public Hearing, the assessment ballots will commence to be tabulated electronically with the use of bar-coding equipment and a computer program that simplifies the process and automates the result summaries. A laptop computer and staff members will be used on-site for ballot tabulation. The balloting results will be prepared summarizing (by number of parcels and assessment amount) the total ballots received, and the percentage in favor and against. If less than 50% of the voted assessment amount

is against the assessment (if there is no majority protest), then the City Council may approve the desired action and levy the assessments for collection on the property tax bills. Harris will attend one (1) in-person meeting to tabulate ballots. Additional fees will apply if additional meetings are required.

Phase 3 – GIS Services

Harris will map the location of the district improvements using GIS technology, creating a digital representation of these assets. This GIS map will accurately capture the locations and details of improvements for easy reference and analysis.

Responsibilities of City

- Provide legal counsel to review all documents and reports and to provide legal advice to City Staff and to the Assessment Engineer, as required.
- Schedule City Council meetings, public hearing, community meeting(s).
- Publish all legal notices.
- All mailing production materials, cost to produce.
- Provide postage for all mailings.

PROJECT EXPERIENCE

Following are some example LMD projects that Harris has worked on. References can be provided upon request.

Assessment Engineering Services

City of Pleasant Hill

Harris is the City's district assessment engineer for two LMD's and eight zones. Harris prepares the annual engineer's reports and assists City staff with the budget process, determining the assessment rate for each District annually and applying the assessment rates to the individual parcels. Tasks for the annual administration include, in addition to the budgeting & reporting and placing the assessments onto the annual County property tax roll. Most recently, Harris reviewed and analyzed the LMD's for compliance with Proposition 218 and provided options for a new structure and assessment rates. This included reviewing and analyzing the districts and preparing a revised Engineer's Report; preparing ballots, notices and all required legal documents; and attending and tallying ballots at the public hearing.

Assessment Engineering Services

City of Rancho Cordova

Harris assisted the City with updating their stormwater utility fee 1 for developed areas of the City and stormwater utility fee 2 for developing areas of the City. Major work efforts included 1) Developing financial policies to address operating and capital reserves, and capital funding from fees; 2) Projecting revenue requirements to recover operating costs, capital-related costs, and financial policy impacts; 3) Determining an annual rate revenue adjustment strategy to cover the projected stormwater system costs over the study period while maintaining smooth fee impacts; and 4) Harris documented study results, prepared the Public Hearing Notice, and will be assisting the City with Proposition 218 ballot counting and documenting. Harris also works with the City to administer their Community Facilities Districts, including annual reporting and annexations of new development. Harris also worked with the City to amend an existing Community Facilities District to include additional land uses that were not anticipated when the Community Facilities Districts was formed.

PROJECT TEAM

Harris has assembled the following project team to work with the City.

Assessment Engineer/Project Director – Alison Bouley, PE, will be the Assessment Engineer and Project Director. Alison is a registered engineer and is a Vice President in charge of our Municipal and District Finance team. She has over 23 years of experience in managing the programming and financing of infrastructure improvements consulting to cities, counties and special districts throughout the State. She has assisted agencies with the analysis of special benefit from various types of improvements, in accordance with the requirements of Article XIII D of the California State Constitution (Proposition 218). She has also assisted in the formation and administration of Assessment and Mello-Roos Community Facilities Districts. Alison is also responsible for quality control and assurance.

Project Manager – Donna Segura, will be the Project Manager and will be responsible for coordinating all aspects of the project, maintaining a close liaison with the City and ensuring the City's satisfaction with the services. Ms. Segura has over 23 years of special district formation and administration experience consulting to cities, counties and special districts throughout the State of California. She has assisted agencies with the analysis of special benefit from various types of improvements, in accordance with the requirements of Article XIID of the California State Constitution (Proposition 218). She has also performed formation and annual administration services for Mello-Roos Community Facilities Districts, and various other fee and special tax districts.

Technical Advisor – Dennis Anderson, will serve as a Technical Advisor on the project. He has over 30 years of assessment and financial engineering experience consulting to cities, counties and special districts throughout the State of California. Dennis has assisted agencies with feasibility studies and the analysis of special benefit from various types of improvements in accordance with the requirements of Article XIID of the California State Constitution (Proposition 218) and the various assessment and special tax acts within the State Codes. He has prepared Engineer's Reports and Special Tax Rate and Method of Apportionments, and Boundary Maps and Assessment Diagrams, and has assisted with presentations to agency boards and property owners, the preparation and mailing of notices and ballots, and ballot tabulation. He has also managed the annual administration of both bonded and maintenance districts, including facility acquisition and reimbursement.

The project team will be supported by additional members of Harris' Municipal + District Finance group as needed.

PROPOSED FEES

Harris will provide services on a time-and-materials basis based on an initial **not-to-exceed budget**, shown below.

Task	Not to Exceed Fee
Phase 1: Review of District	\$41,000
Phase 2: Re-Engineering and Rate Increase Range*	\$30,000 - \$50,000
Phase 3: GIS Services	\$15,000

*Actual not-to-exceed budget to be established after completion of Phase 1. Fee will be contingent on the agreed upon recommendations, including the number of Zones to be included in the rate increase. The minimum range assumes that Phase 2 will include one Zone. The maximum ranges assumes that Phase 2 will include all Zones, moving forward simultaneously. It is assumed that there will not be a community meeting for each Zone, that the meetings will be condensed into 4 meetings. It is also assumed that there would be only one City Council Meeting for Resolution of Intention and one City Council meeting for the Public Hearing/Ballot Tabulation. Additional

meetings will increase the fee and will be invoiced on a time and materials basis at the hourly rates listed below. If zones move forward under Phase 2 at different intervals, additional fees will apply. The above range does not include the costs for printing and mailing of community informational flyers, notices, or ballots.

Services will be invoiced on a time and material basis at the hourly billing rates listed below. Our hourly rates reflect our 2024-2025 rates and will be adjusted by the consumer price index (CPI) on January first of each year.

Key Personnel	Hourly Rate
Vice President / Assessment Engineer	\$310.00
Senior Consultant	\$310.00
Project Manager	\$285.00
Deputy Project Manager	\$185.00
GIS Specialist/Senior Analyst	\$170.00
Analyst	\$150.00
Administrative	\$100.00

The fees outlined assume that the scope of services will be completed within 18 months of the agreement’s execution. If the timeframe extends beyond 18 months, additional fees may apply, which will be discussed with the City prior to implementation. In the event the City issues a “stop work” notice, Harris will invoice the City for all work completed to date.

Harris has the experience, ability, and professional excellence to make your project successful. We look forward to working with the City of Duarte. If you have any questions regarding our proposal, please feel free to contact me by phone at (949) 536-2512 or via e-mail at Donna.Segura@WeAreHarris.com.

Sincerely,
Harris & Associates, Inc.



Alison Bouley, P.E.
Vice President, Municipal + District Finance
(949) 536-2510
Alison.Bouley@WeAreHarris.com



Donna Segura
Project Manager/Director, Municipal + District Finance
(949) 536-2512
Donna.Segura@WeAreHarris.com

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Employer's Liability Insurance with limits in an amount not less than \$1,000,000.

(5) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability;

and (vi) shall not contain any provision or definition that would serve to eliminate so-called “third party action over” claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days’ advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant’s operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

ENGINEER'S REPORT
SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,
PARK AND SPECIAL ZONES
OF THE CITY OF DUARTE
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT
2024-2025 ASSESSMENT LEVY

SECTION 1. AUTHORITY FOR REPORT

This report is prepared pursuant to an order of the City Council of the City of Duarte in compliance with the requirements of Article 4, Chapter 1, Landscape and Lighting Act of 1972, being Part 2, Division 15, of the Streets and Highways Code of the State of California (The "Act").

The Act was originally created by the State Legislature in 1972. On June 13, 1978, the City of Duarte created the City of Duarte Landscape and Lighting Maintenance District for the maintenance and servicing of Landscaping and Lighting. Since 1972, the Legislature has expanded the definition of landscaping, lighting, and the work that may be done under the Act. The City of Duarte has, over time; expanded the work to be done by the District to include all the work allowed under the Act.

This Assessment District, by special benefit assessments, provides funding for the maintenance of City-owned parks, for the maintenance of the public landscaping in public owned properties or public right-of-way within the City, graffiti removal, maintenance of public-owned lighting, street lighting, traffic signals within the City, and funding towards the debt service of the Senior Center bond issue. The Senior Center bond issue was paid off in Fiscal Year 2017-18, thus the City wide street maintenance for a single family home was reduced by \$5.84.

The voters on November 5, 1996 voted to adopt Proposition 218. Proposition 218 has the potential to have a great impact upon the way special assessments are used and assessed. The City Council has determined that the portion of the assessment devoted to street maintenance and the payment of the Senior Center bond is exempt from Prop. 218. In 1997, by majority vote of the property owners of all single family and condominiums within the City, it was determined to levy a park assessment of \$59.42 against single family and condominium units within the City.

SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS

The plans and specifications for the irrigation, landscaping and lighting of streets, traffic signals and easements and authorized improvements within the City are on file in the Department of Community Development. The lighting locations and specifications for Edison-owned lights are on file with Southern California Edison Company. Reference is hereby made to said plans and specifications for the

exact location and nature of the landscape and lighting of park improvements. Said plans and specifications by reference are hereby made a part of this report.

SECTION 3. ESTIMATE OF COST OF IMPROVEMENT

The cost of the initial improvements of median island landscaping, street landscaping, traffic signals, street lighting, parking lot lighting, and bike paths were paid for from capital improvement funds, special grants, gas tax, prior assessment districts, subdividers, and general City revenues. The City Council in 1991 and 1992, as a result of two public hearings, determined to fund a portion of the Senior Center construction from the landscape assessment in accordance with the Act. With the Senior Center bond issue being paid off, no facilities are proposed to be funded from the district.

SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING

The cost to maintain street landscaping and parkway trees as described in this section. The following is a general description of the areas being maintained:

1. All parkway trees maintained by the City.
2. Trees adjacent to Caltrans right-of-way on Evergreen Avenue, Flower Avenue to Brightside Avenue, Central Avenue, Buena Vista Street to Santo Domingo Avenue and Evergreen Street east of Mountain Avenue.
3. Street Landscaping
 - A. Duarte Road – Highland Avenue to Mountain Avenue hardscape, turf, trees, irrigation and groundcover.
 - B. Buena Vista Street – North and south of the 210 freeway turf, irrigation and groundcover.
 - C. Mountain Avenue – North and south of the 210 freeway turf, irrigation and groundcover.
 - D. Central Avenue – East and west of Buena Vista Street turf, trees, irrigation and groundcover.
 - E. Huntington Drive – Mountain Avenue to the east City limits, hardscape, turf, trees, irrigation and groundcover.
 - F. Encanto Parkway – Huntington Drive to Markwood, west side landscaping and irrigation. Fifty percent only of landscaping along Zone 5.

The cost to maintain shall include, but not limited to, watering, fertilizing, mowing, weed control, shrubbery, tree removal and pruning, maintenance of irrigation facilities, removal or covering of graffiti and repair and replacement of lighting.

The cost to maintain and construct these facilities is considered a general property benefit and is assessed as a unit cost to each lot within the City, and to each apartment unit, hotel/motel room, trailer park space, and nursing home bed.

SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS

The cost to maintain parks, landscape area, and recreational facilities is described in this section. The following is a general description of the areas, parks and related landscaped areas being maintained as approved in the special

Assessment vote:

Parks

- A. Bike Trail – Turf, trees, groundcover, asphalt and irrigation.
- B. Thorsen Park – Turf, trees, groundcover and irrigation.
- C. Moore Park – Turf, trees, groundcovers, playground and irrigation.
- D. Entrance Park – Turf, trees, groundcover and irrigation.
- E. Encanto Park – Turf, trees, groundcover, irrigation, tennis courts, basketball courts, athletic courts, restrooms and parking areas.
- F. Beardslee Park – Turf, trees, groundcover, irrigation, hardscape and playground.
- G. Duarte Park – Turf, trees, groundcovers, irrigation, hardscape, recreation building, playground and athletic courts.
- H. Royal Oaks Park and Extension – Turf, trees, groundcover, irrigation, hardscape, recreation building, tennis courts, playgrounds and parking area.
- I. Glenn Miller Park – Turf, trees, groundcover, irrigation, hardscape and playgrounds.
- J. Hacienda Park – Turf, trees, groundcover, irrigation and playground.
- K. Orange Blossom Park – Turf, trees, groundcovers, irrigation, and playground.
- L. Town Center – Turf, trees, groundcover, irrigation, hardscape, swimming pool, recreation building, and parking area.
- M. Northview Park – Turf and irrigation.
- N. Senior Center – Turf, trees, groundcover, irrigation hardscape, recreation area and parking lot.
- O. Otis Gordon Park
- P. Lena Valenzuela Park

The cost to maintain shall include, but not limited to, watering, fertilizing, mowing, weed control, shrubbery, tree removal and pruning, maintenance of irrigation facilities, maintenance of park building and equipment, maintenance and replacement of recreation equipment, removal or covering of graffiti and repair and replacement of lighting.

SECTION 6. SENIOR CENTER

In Fiscal Year 2017/18 the bond issue was paid off, thus there will be no assessment.

SECTION 7. LIGHTING MAINTENANCE

The cost to maintain shall include, but not limited to, electrical service for all public lighting including parking lighting, repair and replacement of City-owned lights within public right-of-way, servicing of Southern California Edison owned lights as defined by the Act, repair and replacement of traffic signals.

The net amount to be assessed upon lands within the Assessment District in accordance with this Report is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements, namely the maintenance and servicing of public lighting facilities within such District. The maintenance and servicing of public lighting facilities installed and constructed in public places provides a special benefit which is received by each and every assessed lot or parcel within the District, tending to enhance their value. The streets within the District improve access to all lots or parcels assessed. Street lighting also provides advertising visibility for business and commercial establishments. The intensity or degree of illumination provided can have a bearing on the benefits of street lighting. Thus, primary benefits of street lighting are for the convenience, safety, security, and protection of people. Secondary benefits are security or protection to property, property improvements and goods as set forth below:

1. Improvement to traffic circulation.
2. Reduction in night accidents and attendant human misery and economic loss.
3. Less vulnerability to criminal assault at night.
4. Promotion of business during nighttime hours for commercial properties.
5. Increased nighttime safety on roads and highways.
6. Improved ingress and egress to lots and parcels.
7. Reduction in vandalism and other criminal acts.
8. Reduction in burglaries.
9. The enhancement to the value of property which results from the foregoing benefits.

Intensity or degree of illumination provided on streets varies with the type of street, date of installation and the use of the property adjacent thereto.

The majority of parcels within the Lighting District are residential properties. A value of one (1) basis unit has been assigned to a residential unit. A residential unit is defined as a single-family unit, condominium unit, rental unit or apartment unit. Parcels in other land use categories, not used as residential, were then evaluated and rated by comparison with the basis unit.

Each land use evaluation takes into consideration – foot traffic, vehicular traffic, and hours of occupancy. Commercial and industrial properties have been assigned additional units based on the comparative benefits, number of people that would be expected to benefit from the lighting, security and

intensity of the lights provided. The average light intensities and energy consumption for commercial areas is greater than that required for residential areas.

SECTION 8. GRAFFITI REMOVAL

The cost for graffiti removal shall include, but not limited to, the cost of cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Graffiti removal is considered a general property benefit and is assessed in the same manner and is included in the Street and Sidewalk Landscape Assessment.

SECTION 9. TRAFFIC SIGNALS

The following traffic signals are entirely or partially maintained by the City.

- * Mountain Avenue at Huntington Drive.
- * Mountain Avenue at Central Avenue.
- * Mountain Avenue at Evergreen Street.
- * Mountain Avenue at Best Buy
- * Buena Vista Street at Huntington Drive.
- * Buena Vista Street at Central Avenue.
- * Buena Vista Street at Evergreen Street.
- * Buena Vista Street at Duarte Road.
- * Buena Vista Street at Village Road.
- * Central Avenue at 210 Freeway Exit.
- * Duarte Road at Circle Drive.
- * Duarte Road at Hope Drive.
- * Duarte Road at Village Road.
- * Highland Avenue at Business Center Drive.
- * Highland Avenue at Central Avenue.
- * Huntington Drive at Highland Avenue.
- * Huntington Drive at Mount Olive.
- * Huntington Drive at Las Lomas Road.
- * Huntington Drive at Crestfield Road.
- * Huntington Drive at Mountain Vista Plaza.
- * Huntington Drive at Pops Road.
- * Huntington Drive at Brycedale Avenue.
- * Royal Oaks Drive at Royal Oaks School.

SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT

A copy of the proposed assessment diagram is on file in the City Clerk's office, and includes all the property within the City limits of the City of Duarte. Reference is made to the Los Angeles County Assessor Maps as to parcel location and dimensions. The City Council, at the time of formation of the District of 1978, determined that the public utilities right-of-ways should be assessed based upon the actual benefit to the public utility right-of-ways.

SECTION 11. ASSESSMENT ZONES

Zone 1 All the Property within the City except those Properties in Zones 2 through 18

All properties that are not in a special zone are assessed within this zone. Assessment for areas without street lighting are reduced to reflect the cost component of the City's budget. Areas with street lighting are assessed based upon a unit basis for single family zoned property and residentially used property. Commercial, industrial and multi-residential zone properties are assessed based upon lot size and street frontage.

All of the properties in Zones 3 through 18 are assessed their share of the citywide lighting, street, sidewalk and park maintenance in addition to special maintenance assessment. Zone 2 is assessed specifically for their gas lights.

Street Lighting

The cost for street lighting in all zones is assessed to all residential lots based upon the special benefit and to commercial and industrial based upon frontage and area benefit.

Citywide Park Maintenance

The cost of park maintenance determined as a direct benefit is assessed to all single-family units and all condominium units based upon a unit assessment.

Citywide Street Maintenance Cost

The cost in all zones is assessed to all lots on a unit cost per lot, and to each apartment unit, hotel/motel room, trailer park space, and nursing home bed.

Zone 2 Mesa Area Gaslights

This area is served by gaslights. There are no "electric" street lights on the Mesa. Only the intersection lighting component of the street lighting cost is included in this zone. The cost of gas lighting is assessed equally to all lots. The cost to maintain the Rim Road slope constructed in 2008, which was a general fund expense is no longer included in this report. A capital improvement project resulting in the replacement of all the gas lighting fixtures was completed in FY 20-21 which utilized available reserves.

Zone 3 Emblem House Tract 33532

This zone was created at the request of the Developer (Emblem Homes), in lieu of a homeowner's association. The Developer installed sprinkler guns to irrigate the natural area north of the homes for fire protection. The maintenance of the sprinkler guns is a special benefit to all lots within the subdivision. The areas adjacent to the landscaping are given a benefit of 30% greater than the remainder of the lots.

Lots 1, 2, 18-119 are not adjacent to landscape areas

Lots 3-17 are assessed a 30% surcharge.

As in previous years, the City's General Fund has paid for this fire protection.

Zone 4 Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$13.91 per parcel to \$477.63 per parcel. The levy is proposed to increase to \$456.35 to balance the budget. The levy is still below the maximum assessment of \$477.63.

Zone 5 Kaufman and Broad Development Phase I – Tract 35415(Encanto Parkway)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The entrance landscaping on Encanto Parkway was installed by the Developer, as a special benefit to all lots, within the tract and is assessed equally to all lots. Since the extension landscaping along Encanto Parkway is also being considered a Citywide benefit, a portion of the budget has been moved to the Citywide Street portion of the Assessment District. The resulting contribution to the zone amounts to \$7,532.00, an equal portion of the total zone assessment levied on the respective parcels.

An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment. For this Fiscal Year, reserves will be held to fund future improvements focusing on enhancing water efficacy.

Zone 6 Kaufman and Broad Development Phase II – Tracts 35631 and 41717 (Rancho Verde)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. There was a significant increase in water usage the "system" is being reevaluated.

Zone 7 Amberwood Tract 35711

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$15.56 per parcel to a maximum of \$534.33 per parcel. For Fiscal Year 2024-25, the levy is proposed be at \$525.50, which is below the maximum allowable levy.

Zone 8 Village at Windsor Tract 39457

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2023 was 3.5%. A maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$12.41 per parcel to a maximum of \$426.12 per parcel. For Fiscal Year 2024-25, the levy is proposed be at the maximum assessment of \$426.12.

Zone 9 Tract 32993 (Kendrick Tract) and Tracts 35135, 35136, 35137 (Hearthstone Homes)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. While the level of maintenance was reduced, increases to water costs are contributing to the annual budget exceeding revenue from assessments.

Zone 10 Tracts 35138, 35139, 38393 & 39932 (Hearthstone Del Norte)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The tracts are specially benefited equally by the landscaping installed by the Developer except for the lots adjacent to that landscaping maintained by the district, which has an additional special benefit of 10%. A major brush clearing project is proposed for this fiscal year using previous years surpluses.

Total lot count not assessed the additional 10% = 170 lots

Lots assessed 10% additional benefit:

- (2) Lots 18, 20 (Tract 35139)
- (4) Lots 25-28 (Tract 39932)
- (11) Lots 10, 11, 17-20, 31-34, 39 (Tract 38393)

Zone 11 Tract 42150 (TKI Townhomes)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots. The Board of Directors of the Home Owners Association in 2004 requested that the City allow the Home Owners Association to maintain the landscaping. The request was approved. A zero assessment for the landscaping within this zone has thus been shown.

Zone 12 Tract 33704 (Benchmark Homes)

This zone has been eliminated.

Zone 13 Mike's Center

This zone was created, at the request of the property owners, to maintain improvements installed by the City and financed by the property owners with assistance from Community Development Block Grant Funds. The lighting and landscaping was installed as a special benefit to all lots and is assessed based on lot area.

Zone 14 Tract 51911 (Las Brisas Development)

This zone was created upon the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed on a per lot basis. This zone was formed in 1995. At the time of the formation of this zone, the assessment was based upon a formula, which recognized the increase of inflation. The C.P.I. for the year ending December 31, 2023 was 3.5%. A 3% C.P.I. would allow for an assessment increase of \$17.92 per parcel to \$615.16 per parcel. For Fiscal Year 2024-25, the levy of \$579.84 is required to balance the expenses.

Zone 15 Tracts 52121 and 52255 (Las Posadas Development)

This zone was created in 1997 upon the request of the developer in lieu of a homeowners association maintaining the landscaping. The landscaping was installed by the developer, for the special benefit to all lots, and is assessed on a per lot basis. At the time of formation of the zone, the assessment was based upon a formula which allows for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$16.69 per parcel to \$572.90 per parcel. The maximum assessment of \$572.90 is proposed for Fiscal Year 2024-25.

Zone 16 Tract 52337 (Buena Vista Villas)

This zone was created upon the request of the developer and a vote of the property owner in 1998. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. This zone was created in 1998. The assessment is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$17.78 per parcel from \$592.64 to \$610.42 per parcel. For Fiscal Year 2024-25, the maximum levy of \$610.42 per parcel is required, with the utilization of reserves to balance expenses.

Zone 17 Tract 52704 (Citrus Collection)

This zone was created upon the request of the developer and a vote of the property owner in 2000. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$25.34 per parcel from \$844.55 to \$869.89 per parcel. For Fiscal Year 2024-25, a levy of \$695.00 per parcel is required to balance expenses and contribute to the fund reserve which is less than the maximum allowed assessment of \$869.89 per parcel.

Zone 18 Tract 52867(Ridgecrest Estates)

This zone was created upon the request of the developer and a vote of the property owners in 2011. The developer installed all the landscaping to specially benefit all lots equally and the drainage improvements to benefit the development specifically and the City generally equally. The development share of the drainage improvements benefits all the lots equally. The assessment is levied thus on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase based on the CPI with a maximum of 3% per year. The special assessment was approved on December 13, 2011 per Resolution 11-49. The CPI for the year ending December 31, 2023 was 3.5%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$52.57 per parcel from \$1,752.48 to \$1,805.05. For Fiscal Year 2024-25, a maximum levy of \$1,805.05 per parcel is required to balance expenses with the application of reserves. A general benefit contribution from the City in the amount of \$2,000.00 is applied to cover half of the annual maintenance cost for the debris basin and storm drain system in this Zone. As in past years, a brush clearance and replanting project will occur again in Fiscal Year 2024-25.

2024-25 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
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Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,485,400.00
General Fund Contribution (Deficit)	<u>\$ (787,155.00)</u>
<u>Total Citywide Assessment for 2024-2025</u>	\$ 698,245.00

Parks

Park Maintenance*	\$ 805,782.00
General Fund Contribution (Deficit)	<u>\$ (470,772.00)</u>
Total Parks Assessment	\$ 335,010.00

Street Lighting

Lighting Maintenance	\$ 424,900.00
General Fund Contribution (Deficit)	<u>\$ (244,806.00)</u>
Total Citywide Lighting Assessments	\$ 180,094.00

Citywide Street

Street Maintenance Cost	\$ 254,718.00
General Fund Contribution (Deficit)	<u>\$ (71,577.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 376,763.00
Transfers From Reserves ***	\$ (45,743.00)
Transfers from General Fund	\$ (0.00)
General Fund Obligated Expenses **	<u>\$ (15,932.00)</u>
<u>Total Special District Assessments for 2024-2025</u>	\$ 315,088.00

<u>Grand Total Citywide and Special Benefit Zones Assessments for 2024-25</u>	\$ 1,013,333.00
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- * This does not include the sports park maintenance costs which cannot be included in the District.
- ** Includes \$6,400.00 (Emblem Homes Zone 3), \$7,532.00 (Encanto Parkway Zone 5), and \$2,000.00 (Ridgecrest Estates Zone 18).
- *** Includes \$7,000 (Zone 2 Mesa Area), \$5,636 (Zone 5 Encanto Parkway), \$2,054 (Zone 6 Rancho Verde), \$1,381 (Zone 8 Windsor), \$5,338 (Zone 9 Kendrick), \$15,724 (Zone 10 Hearthstone Del Norte), \$1,472 (Zone 13 Mike's Center), \$47 (Zone 15 Las Posadas), \$5,567 (Zone 16 Buena Vista), \$1,524 (Zone 18 Ridgecrest). In instances where a zone balance is in a deficit, reserves applied to the annual budget will be an obligation of the respective zone unless otherwise approved by the City.

**2024-25 CITYWIDE STREET LIGHTING
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2022-23	2023-24	2024-25
1	Lighting	\$30.44	\$30.44	\$30.44
	Street Maintenance	\$15.74	\$15.74	\$15.74
	Parks	\$59.42	\$59.42	\$59.42
	(Average Single Family)			
	Sub-Total	\$105.60	\$105.60	\$105.60
2	Mesa Area	\$218.38	\$218.38	\$218.38
3	Emblem Homes			
	Base Cost	\$105.60	\$105.60	\$105.60
	Surcharge Lots	\$105.60	\$105.60	\$105.60
4	Las Lomas Villas	\$538.94	\$542.10	\$561.95
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$609.26	\$624.37	\$631.10
8	Windsor	\$507.25	\$519.31	\$531.72
9	Kendrick, Hearthstone	\$139.05	\$139.05	\$139.05
10	Hearthstone			
	Base Cost	\$251.59	\$251.59	\$251.59
	Surcharge Lots	\$267.81	\$267.81	\$267.81
11	T.K.I. Townhomes	\$105.60	\$105.60	\$105.60
12	Benchmark Homes	\$105.60	\$105.60	\$105.60

2024-25 CITYWIDE STREET AND SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2022-23	2023-24	2024-25
13	Mike's Center			
	8530-018-027	\$2,249.29	\$2,249.29	\$2,249.29
	8530-018-028	\$1,107.02	\$1,107.02	\$1,107.02
	8530-018-029	\$1,151.32	\$1,151.32	\$1,151.32
	8530-018-030	\$ 525.08	\$ 525.08	\$525.08
	8530-018-031	\$ 525.08	\$ 525.08	\$525.08
	8530-018-032	\$ 525.08	\$ 525.08	\$525.08
	8530-018-033	\$2,318.65	\$2,318.65	\$2,318.65
	8530-018-034	\$2,907.77	\$2,907.77	\$2,907.77
	8530-018-054	\$1,810.27	\$1,810.27	\$1,810.27
	8530-018-055	<u>\$8,813.93</u>	<u>\$8,813.93</u>	<u>\$8,813.93</u>
		\$21,933.49	\$21,933.49	\$21,933.49
14	Las Brisas	\$685.44	\$685.44	\$685.44
15	Las Posadas	\$645.60	\$661.81	\$678.50
16	Buena Vista Villas	\$680.98	\$698.24	\$716.02
17	Citrus Collection	\$701.05	\$773.78	\$800.60
18	Ridgecrest Estates	\$1,065.60	\$1,858.08	\$1,886.65

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2024-25

Gas	\$15,000.00	
Repairs	\$ 1,000.00	
Capital Improvements (Replacement)	\$ 0.00	
Personnel	\$ 3,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$19,800.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$12,800.00	
Transfer From Reserve	\$ 7,000.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$19,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$22,356.00
2021	(\$3,208.00)
2022	(\$6,857.00)
2023	(\$12,089.00)
2024	(\$14,320.00) Estimated

*Estimated Year End Balance

Zone 2 Information

Number of lots to be assessed	<u>100</u>
GAS LIGHTING – COST PER LOT	\$ 128.00
Intersection Only Lighting – Cost Per Lot	\$ 15.22
Citywide Street Maintenance - Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 218.38

**ZONE 3 – EMBLEM HOMES
(FUND 2429)**

ESTIMATED EXPENSES 2024-25

Water	\$ 4,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,000.00	
Personnel	\$ 1,100.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$6,400.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 0.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund (Obligation)**	<u>\$ 6,400.00</u>	
Total Revenue		\$6,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$0
2021	\$0
2022	\$0
2023	\$0
2024	\$0

Zone 3 Information

Number of lots to be assessed	<u>121</u>
<u>LANDSCAPE COST PER LOT</u>	
Base Cost 100	\$ 0
Surcharge Lots 19 + 30%	\$ 0
Street Lighting Cost Per Lot	\$ 30.44
City-Wide Street Maintenance Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	
Base Cost	\$ 105.60
Surcharge	\$ 105.60

**ZONE 4 – LAS LOMAS VILLAS
(FUND 2421)**

ESTIMATED EXPENSES 2024-25

Water	\$ 20,000.00	
Electric	\$ 500.00	
Repairs and Replacement	\$ 5,000.00	
Landscape Maintenance	\$ 17,000.00	
Personnel	\$ 10,000.00	
Tree Trimming within Landscape Area	\$ 5,000.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$57,500.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 57,500.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$57,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$13,401.00
2021	\$15,767.00
2022	\$18,719.00
2023	\$28,740.00
2024	\$33,430.00 (Estimated)

Zone 4 Information

Number of lots to be assessed	<u>126</u>
Landscape Per Lot	\$ 456.35
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 561.95

**ZONE 5 – ENCANTO PARKWAY
(FUND 2422)**

ESTIMATED EXPENSES 2024-25

Water	\$ 5,300.00	
Electric	\$ 1,100.00	
Repairs and Replacement	\$ 2,500.00	
Landscape Maintenance	\$ 5,800.00	
Tree Replanting Project	\$ 2,600.00	
Personnel	\$ 3,400.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$20,700.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 7,532.00	
Transfer From Reserve	\$ 5,636.00	
Transfer From General Fund (Citywide Benefit)**	<u>\$ 7,532.00</u>	
Total Revenue		\$20,700.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$0.00
2021	\$7,884.00
2022	\$9,494.00
2023	\$8,592.00
2024	\$6,209.00 (Estimated)

Zone 5 Information

Number of lots to be assessed	<u>122</u>
Landscape Per Lot	\$ 61.74
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 167.34

**ZONE 6 – RANCHO VERDE
(FUND 2427)**

ESTIMATED EXPENSES 2024-25

Water	\$ 9,000.00	
Electric	\$ 600.00	
Repairs and Replacement	\$ 1,200.00	
Landscape Maintenance	\$10,700.00	
Personnel	\$ 5,900.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$27,400.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 25,346.00	
Transfer From Reserve	\$ 2,054.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$27,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	(\$9,506.00)
2021	(\$15,052.00)
2022	(\$20,002.00)
2023	(\$19,590.00)
2024	(\$22,024.00) Estimated

Zone 6 Information

Number of lots to be assessed	<u>116</u>
Special Landscape Per Lot	\$ 218.50
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 324.10

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2024-25

Water	\$ 9,300.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,500.00	
Landscape Maintenance	\$13,500.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$26,800.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 26,800.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$26,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$17,879.00
2021	\$20,809.00
2022	\$22,877.00
2023	\$23,936.00
2024	\$28,094.00 (Estimated)

Zone 7 Information

Number of lots to be assessed	<u>51</u>
Landscape Per Lot	\$ 525.50
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 631.10

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2024-25

Water	\$ 4,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,600.00	
Landscape Maintenance	\$ 9,300.00	
Personnel	\$ 2,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$18,000.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$16,618.68	
Transfer from Reserve	\$ 1,381.32	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$18,000.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$3,432.00
2021	\$4,805.00
2022	\$7,140.00
2023	\$9,377.00
2024	\$10,690.00 (Estimated)

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 426.12
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
CITYWIDE ONLY COST PER LOT	\$ 531.72

**ZONE 9 – KENDRICK (TRACT 32993)
HEARTHSTONE (TRACTS 35135, 35136, 35137)
(FUND 2420)**

ESTIMATED EXPENSES 2024-25

Water	\$ 5,000.00	
Repairs and Replacement	\$ 500.00	
Landscape Maintenance	\$ 5,900.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$13,600.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 8,262.00	
Transfer From Reserve	\$ 5,338.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$13,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	(\$1,884.00)
2021	(\$3,599.00)
2022	\$2,522.00
2023	(\$149.00)
2024	(\$2,638.00) (Estimated)

Zone 9 Information

Number of lots to be assessed	<u>247</u>
Special Landscape Per Lot	\$ 33.45
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance – Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 139.05

ZONE 10 – HEARTHSTONE DEL NORTE
(TRACTS 35128, 35139, 38393, 39932)
(FUND 2425)

ESTIMATED EXPENSES 2024-25

Other Services	\$ 2,000.00	
Water	\$ 15,000.00	
Electric	\$ 3,600.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 5,000.00	
Brush Clearance & Related Maintenance	\$14,000.00	
Personnel	\$ 3,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$43,300.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 27,576.00	
Transfer From Reserve	\$ 15,724.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$43,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$15,230.00
2021	\$8,843.00
2022	\$2,969.00
2023	(\$ 5,563.00)
2024	(\$ 15,814.00) (Estimated)

Zone 10 Information

Number of lots to be assessed	<u>187</u>
LANDSCAPE COST PER LOT	
Base Cost (170)	\$ 145.99
Surcharge Lots (17)	\$ 162.21
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42

ZONE 10 – HEARTHSTONE DEL NORTE
(TRACTS 35128, 35139, 38393, 39932)
(FUND 2425)

TOTAL COST PER LOT

Base Cost	\$ 251.59
Surcharge Lots	\$ 267.81

ZONE 11 – T.K.I. TOWNHOMES
(FUND 2428)

ESTIMATED EXPENSES 2024-25

\$0

ESTIMATED REVENUE 2024-25

(\$0)

Zone 11 Information

Number of lots to be assessed	<u>17</u>
LANDSCAPE COST PER LOT	\$ 0
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 105.60

**ZONE 13 – MIKE’S CENTER
(FUND 2426)**

ESTIMATED EXPENSES 2024-25

Parking Lot Sweeping	\$ 9,500.00	
Water	\$ 800.00	
Electric	\$ 4,500.00	
Repairs and Replacements	\$ 700.00	
Landscape Maintenance	\$ 4,000.00	
Personnel	\$ 2,600.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$22,100.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$20,628.00	
Transfer From Reserve	\$ 1,472.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$22,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$8,080.00
2021	\$11,535.00
2022	\$14,824.00
2023	\$17,169.00
2024	\$16,685.00 (Estimated)

Zone 13 Information

Number of lots to be assessed 10

LANDSCAPE COST PER LOT

TOTAL COST PER AREA: **\$0.09503/sq. ft.**

**ZONE 13 – MIKE’S CENTER
(FUND 2426)**

Parcel Number	Square Feet	2024/25 Landscape Assessment	Frontage Feet	2024/25 Citywide Street Maintenance	2024/25 Total Assessment
8530-018-027	22,216	\$2,111.24	89.21	\$138.05	\$2,249.29
8530-018-028	10,890	1,034.90	43.92	72.12	1,107.02
8530-018-029	11,325	1,076.24	46.08	75.08	1,151.32
8530-018-030	5,125	487.04	20.50	38.04	525.08
8530-018-031	5,125	487.04	20.50	38.04	525.08
8530-018-032	5,125	487.04	20.50	38.04	525.08
8530-018-033	23,087	2,194.01	80.00	124.64	2,318.65
8530-018-034	28,750	2,732.18	115.00	175.59	2,907.77
8530-018-054	17,860	1,697.28	72.00	112.99	1,810.27
8530-018-055	<u>87,560</u>	<u>8,321.03</u>	<u>333.00</u>	<u>492.90</u>	<u>8,813.93</u>
	217,063	\$20,628.00	840.71	\$1,305.49	\$21,933.49

**ZONE 14 – LAS BRISAS HOMES
(FUND 2431)**

ESTIMATED EXPENSES 2024-25

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 2,700.00	
Landscape Maintenance	\$10,700.00	
Personnel	\$ 3,500.00	
Transfer to Reserve	<u>\$ 1,573.00</u>	
Total Expenses		\$23,773.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 23,773.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,773.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$3,187.00
2021	\$4,173.00
2022	\$5,859.00.
2023	\$9,386.00
2024	\$10,591.00 (Estimated)

Zone 14 Information

Number of lots to be assessed	<u>41</u>
Landscape Per Lot	\$ 579.84
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 685.44

**ZONE 15 – LAS POSADAS HOMES
(FUND 2432)**

ESTIMATED EXPENSES 2024-25

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 14,100.00	
Personnel	\$ 6,500.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$26,400.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 26,353.00	
Transfer From Reserve	\$ 47.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$26,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	(\$539.00)
2021	(\$3,495.00)
2022	(\$2,281.00)
2023	(\$662.00)
2024	(\$1,119.00) (Estimated)

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 572.90
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 678.50

**ZONE 16 – BUENA VISTA VILLAS
(FUND 2433)**

ESTIMATED EXPENSES 2023-2024

Water	\$ 7,200.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 4,900.00	
Landscape Maintenance	\$ 9,000.00	
Personnel	\$ 3,700.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$25,100.00

Estimated Revenue 2024-25

Special Zone Assessment 2024-25	\$ 19,533.00	
Transfer From Reserve	\$ 5,567.00	
Transfer From General Fund	<u>\$ 0.00</u>	
General Revenue		\$25,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$12,956.00
2021	\$7,407.00
2022	\$7,492.00
2023	\$9,613.00
2024	\$13,286.00 (Estimated)

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 610.42
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 716.02

**ZONE 17 – CITRUS COLLECTION
(FUND 2434)**

ESTIMATED EXPENSES 2024-25

Water	\$ 5,000.00
Electric	\$ 300.00
Repairs and Replacements	\$ 500.00
Landscape Maintenance	\$ 6,000.00
Personnel	\$ 2,900.00
Transfer to Reserve	<u>\$ 590.00</u>
Total Expenses	\$15,290.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$ 15,290.00
Transfer From Reserve	\$ 0.00
Transfer From General Fund	<u>\$ 0.00</u>
Total Revenue	\$15,290.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2020	\$5,444.00
2021	\$6,100.00
2022	\$7,735.00
2023	\$7,439.00
2024	\$7,582.00 (Estimated)

Zone 17 Information

Number of lots to be assessed	<u>22</u>
LANDSCAPE COST PER LOT	\$ 695.00
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 800.60

**ZONE 18 – RIDGECREST ESTATES
(FUND 2435)**

ESTIMATED EXPENSES 2024-25

Fuel Modification	\$ 9,000.00	
Water	\$ 6,000.00	
Electric	\$ 400.00	
Repairs and Replacements	\$ 1,200.00	
Landscape Maintenance	\$ 8,500.00	
Debris Basins/Storm Drain System**	\$ 4,000.00	
Personnel	\$ 1,500.00	
Reserve/Contingency (15% max)	\$ 0.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$30,600.00

ESTIMATED REVENUE 2024-25

Special Zone Assessment 2024-25	\$27,075.75	
Transfer From Reserve	\$ 1,524.25	
Transfer From General Fund**	<u>\$ 2,000.00</u>	
Total Revenue		\$30,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2020	\$30,602.00
2021	\$18,361.00
2022	\$7,125.00
2023	\$20,444.00
2024	\$18,527.00 (Estimated)

Zone 18 Information

Number of lots to be assessed	<u>15</u>
LANDSCAPE COST PER LOT	\$1,805.05
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 1,910.65

*Previously approved by Resolution 11-49.

** City general fund contributing one half of estimated cost for the purpose of addressing the General benefit.

***Reserve Fund necessary for extraordinary debris removal from debris basins resulting from high intensity storms.



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Notice of Completion: Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project (24-12)

RECOMMENDATION: Staff recommends City Council authorize the Notice of Completion for the Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project in the amount of \$116,462.

FISCAL IMPACT: Project budgeted in Fiscal Year 2024/25 from Park Improvements Capital line (400-4005-8041).

BACKGROUND

At the City Council meeting on June 25, 2024, the Council awarded the contract for the Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project (24-12) to Trueline Construction & Surfacing, Inc. for \$116,462. The scope of the contract included providing all labor, materials, equipment, services, and other necessary elements to convert one tennis court into two permanent pickleball courts, resurface the second tennis court with markings for both tennis and pickleball, and replacing the aging chain-link fence and windscreens at Royal Oaks Park.

The newly upgraded courts officially reopened in late November, following the completion of the final project item, the installation of custom windscreens. Since then, the courts have been widely used by local pickleball and tennis enthusiasts.

RECOMMENDATION

Staff recommends City Council authorize the Notice of Completion for the Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing Project in the amount of \$116,462.

FISCAL IMPACT

Project budgeted in Fiscal Year 2024/25 from Park Improvements Capital line (400-4005-8041).

ATTACHMENTS

1. Notice of Completion

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

**CITY CLERK
CITY OF DUARTE**

**1600 Huntington Dr.
Duarte, CA 91010**

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee**
5. A work of improvement on the property hereinafter described was COMPLETED on **November 19, 2024.**
6. The work of improvement completed is described as follows: **Royal Oaks Park Pickleball Court Conversion and Tennis Court Resurfacing.**
7. The name of the original contractor, if any, for such work of improvement is: **Trueline Construction & Surfacing, Inc.**
8. The street address of said property is: **2627 Royal Oaks Drive**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **The resurface and conversion of one tennis court to two permanent pickleball courts and resurface of one tennis court also striped with two games of pickleball, and replacement of all chain-link fencing and windscreens.**

CITY OF DUARTE

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

VERIFICATION

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

_____ at Duarte, California

Brian Villalobos, City Manager



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Professional Services Agreement with Dahlin Group, Inc. for Design Services for the Duarte City Hall Building Façade Improvements Project.

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a Professional Services Agreement with Dahlin for design services related to the Duarte City Hall Building Façade Improvements Project, with a total amount not to exceed \$40,000.

FISCAL IMPACT: The cost for Dahlin's services will not exceed \$40,000. Funding for this project is allocated in the Fiscal Year 2024/25 budget under Other Capital Improvements line (100-1610-8100).

BACKGROUND

After the completion of the conceptual design phase of the Civic Center Master Plan, the City Council adopted the Capital Improvement Program for Fiscal Years 2024/25 through 2028/29 containing a phased approach for façade improvements to each of the Civic Center's municipal facilities.

DISCUSSION/ANALYSIS

As part of the approved Fiscal Year 2024/25 Capital Improvement Projects, façade improvements to the City Hall building are planned. The project aims to replace the over 40-year-old deteriorated siding while preserving the building's historical character. The updates will adhere to the conceptual design and feature new, low-maintenance materials that enhance durability. The scope includes replacing the exterior finishes, rainwater system, lighting, and signage, all of which will contribute to the overall aesthetic improvement of the Duarte Civic Center.

To assist the City in preparing the necessary construction documents for the project, including bidding and construction support services, staff recommends contracting with Dahlin. With 47 years of design expertise and over 70 municipal projects completed, Dahlin has a proven track record. Their notable projects include the Emerald Glen Recreation & Aquatic Complex for the City of Dublin, the Washington Community Swim Center in Sunnyvale, and the recent awarded

Town Square project for the City of Lakewood. Additionally, the Dahlin team assigned to this project will consist of the same professionals who have been collaborating with City staff on the Fitness Center Pool Deck Renovation, currently under plan check, ensuring a smooth and successful completion of this project.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into a Professional Services Agreement with Dahlin for design services related to the Duarte City Hall Building Façade Improvements Project, with a total amount not to exceed \$40,000.

FISCAL IMPACT

The cost for Dahlin's services will not exceed \$40,000. Funding for this project is allocated in the Fiscal Year 2024/25 budget under Other Capital Improvements line (100-1610-8100).

ATTACHMENTS

1. Professional Services Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

CITY OF DUARTE AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“**Agreement**”) is made and effective as of _____ (“**Effective Date**”), by and between the City of Duarte (“**City**”), and Dahlin Group, Inc. a California corporation, (“**Consultant**”). City and Consultant may sometimes herein be referred to individually as a “**Party**” and collectively as the “**Parties.**” 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

The City wishes to engage the services of Consultant to provide the necessary construction documents for the Duarte City Hall Building façade improvements project as described further in this Agreement. Consultant wishes to provide all such services and has the necessary expertise and competency to provide such services.

2. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until August 29, 2025, or until the tasks listed in the Scope of Services are completed, whichever is later, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the Parties.

3. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, Consultant shall complete all necessary construction documents that will set forth the information required for construction of the project. Services include assessment and schematic site plan design, construction plans, project specifications, bidding assistance and some construction administration. The services are more particularly described in the “**Scope of Services,**” which is attached hereto and incorporated herein by this reference as Exhibit A. The services may be referred to herein as the “**Services**” or “**Work.**” In the event of any inconsistency between the terms of Exhibit A and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services, and Consultant is experienced in performing the type of work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant represents that the Services will be performed by Consultant 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 law to perform such Work. Consultant shall pay all wages, salaries, and other amounts due to such personnel in connection with their performance of the Services and as required by law

C. The experience, knowledge, capability, and reputation of Consultant, its principals, and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the Services required hereunder; or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) any or all of this Agreement.

D. Consultant shall obtain and maintain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Services required by this Agreement prior to the commencement of Services. Consultant 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 Consultant's performance of the 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 related to the Services.

E. Consultant shall provide all Services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State, or local governmental agency having jurisdiction in effect at the time Service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

F. Consultant 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 Services or Work performed by Consultant under this Agreement. Pursuant to Paragraph 7, Consultant 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.

G. Consultant shall not subcontract the performance of any of the Services without the prior written approval of City.

H. The Parties have determined that prevailing wage laws do not apply to this Agreement because the Services do not include construction, alteration, demolition, installation, or repair work or are otherwise exempt under California's prevailing wage laws (California Labor Code section 1720 et seq.). Notwithstanding the foregoing, it is agreed by the Parties that, in connection with performance of the Services, including, without limitation, any and all "public works" (as defined by applicable law), Consultant shall bear all risks of payment or non-payment of prevailing wages under California law and/or the implementation of California Labor Code section 1781, as the same may be amended from time to time, and/or any other similar law. Pursuant to Paragraph 7, Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from and against any liability, loss, damage, cost, or expenses (including but not limited to reasonable attorneys' fees, expert witness fees, court costs, and costs incurred related to any inquiries or proceedings) arising from or related to (i) the noncompliance by Consultant or any party performing the Services of any applicable local, State, and/or Federal law, including, without limitation, any applicable Federal and/or State labor laws

(including, without limitation, the requirement to pay State prevailing wages and hire apprentices); (ii) the implementation of California Labor Code section 1781, as the same may be amended from time to time, or any other similar law; and/or (iii) failure by Consultant or any party performing the Services on Consultant's behalf to provide any required disclosure or identification as required by California Labor Code section 1781, as the same may be amended from time to time, or any other similar law.

4. MANAGEMENT

City's Parks and Recreation Director shall represent City in all matters pursuant to the administration of this Agreement and review the Services performed by Consultant. The City Manager shall have the authority, subject to the limitations set forth in Paragraph 5, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be Daniel Berghauser, Project Manager, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

5. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed \$40,000, based on the Scope of Services set forth in Exhibit A.

B. Consultant shall not be compensated for any Services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance, and in writing, by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given. Unless otherwise agreed to by the Parties in writing, all provisions in this Agreement applicable to Consultant's performance of the Services shall also apply to any additional services.

C. Consultant shall be paid monthly and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual Services performed. Invoices shall include billings for all charges, including authorized direct costs incurred by Consultant during the month covered by the invoice. Consultant shall be paid on the next regular Council warrant after all required paperwork is submitted. If City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly invoice/report stating the basis for such dispute.

6. 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 Consultant. Upon receipt of said notice, Consultant shall immediately cease all Work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (A), Consultant shall submit a final invoice/report to City pursuant to Paragraph 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant 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 subparagraph (A), City may first serve upon Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. If Consultant fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this subparagraph (A). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant 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.

7. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant 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 Services under this Agreement. Consultant shall 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. Consultant 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.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the Services to be performed pursuant to this Agreement ("**Work Product**") shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Consultant. Consultant shall provide such items to City promptly upon completion of this Agreement. City acknowledges that such Work Product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the Services or Work under this Agreement, or for any other use or purpose, without written verification or adaptation by Consultant. Any such use, reuse, or any modification of the Work Product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents, and other materials prepared by Consultant in the performance of Services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

8. INDEMNIFICATION

A. To the fullest extent permitted by law, except as set forth in subparagraph (B), Consultant shall indemnify, defend (with legal counsel acceptable to City), and hold harmless City and City Personnel from and against any and all claims, actions, suits, claims, demands, judgments, attorneys' fees, costs, damages, losses, penalties, obligations, expenses, or liabilities ("**Claims**") that may be asserted or claimed by any person or entity arising out of, or pertaining to, Consultant's negligence, recklessness, or willful misconduct, whether or not there is concurrent active or passive negligence on the part of City and/or any City Personnel, but excluding any Claims arising from the sole negligence or willful misconduct of City or any City Personnel. Consultant shall defend any action or actions filed in connection with any such claims or liabilities, and shall pay all costs and expenses, including attorneys' fees incurred in connection therewith. Consultant shall promptly pay any judgment rendered against City or any City Personnel for any such claims or liabilities. In the event City and/or any City Personnel is made a party to any action or proceeding filed or prosecuted for any such Claims arising out of or in connection with the Work being performed or Services being provided under this Agreement, Consultant shall pay to City any and all costs and expenses incurred by City or City Personnel in such action or proceeding, together with reasonable attorneys' fees and expert witness fees. Consultant's duty to defend shall consist of reimbursement of defense costs incurred by City in direct proportion to the Consultant's proportionate percentage of fault. Consultant's percentage of fault shall be determined, as applicable, by a court of law, jury, or arbitrator. In the event any loss, liability, or damage is incurred by way of settlement or resolution without a court, jury, or arbitrator having made a determination of Consultant's percentage of fault, the Parties agree to mediation with a neutral third-party to determine Consultant's proportionate percentage of fault for purposes of determining the amount of indemnity and defense cost requirement owed to City.

B. The provisions of this subparagraph (B) apply only if Consultant is a "design professional" within the meaning of California Civil Code section 2782.8(c). If Consultant is a "design professional," within the meaning of Section 2782.8(c), then notwithstanding subparagraph (A), to the fullest extent permitted by law (including, without limitation, California Civil Code sections 2782 and 2782.6), Consultant shall defend (with legal counsel acceptable to City), indemnify, and hold harmless City and City Personnel from and against any Claim that arises out of, pertains to, or relates to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any sub-consultant, subcontractor, or any other person directly or indirectly employed by them, or any person that any of them control, arising out of Consultant's performance of any task or Service for or on behalf of City under this Agreement. Such obligations to defend, hold harmless, and indemnify City or any City Personnel, shall not apply to the extent that such Claims are caused, in part, by the sole negligence or willful misconduct of City or City Personnel. Consultant's cost to defend City and/or City Personnel against any such Claim shall not exceed Consultant's proportionate percentage of fault with respect to that Claim; however, pursuant to California Civil Code section 2782.8(a), in the event that one or more of the defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with City (and, if applicable, other parties) regarding any unpaid defense costs. To the extent Consultant has a duty to indemnify City or any City Personnel under this subparagraph (B), Consultant shall be responsible for all incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

9. INSURANCE

Without limiting Consultant's indemnification obligations of City as set forth in this Agreement, and prior to the commencement of Work, Consultant shall obtain, provide, and maintain, at its own expense, during the entire term of this Agreement including any extension thereof, policies of insurance of the type and amounts described in Exhibit B and in a form satisfactory to City.

A. No Work or Services under this Agreement shall commence until Consultant has provided City with Certificates of Insurance evidencing the required insurance coverages and said Certificates of Insurance are reasonably approved by City. Certificates are to reflect that the insurer will provide thirty (30) days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, Consultant shall, prior to the cancellation date, submit new evidence of insurance.

B. The provisions of any workers' compensation or similar law will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials, and agents.

C. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

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

10. INDEPENDENT CONTRACTOR

A. Consultant is and shall at all times remain as to City a wholly independent contractor. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant 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. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

B. No City-provided employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing Services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing Services hereunder.

11. NO UNDUE INFLUENCE

Consultant 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 Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any Work to be conducted as a result of this Agreement. Consultant further warrants that it has not employed or retained any company or person other than a bona fide employee working for Consultant, 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 this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

12. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

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 Services performed under this Agreement.

13. COVENANT AGAINST DISCRIMINATION

Consultant 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.

14. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

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

15. NOTICES

Any notices which either Party may desire to give or may be required to give to the other Party under this Agreement must be in writing and may be given either by (a) personal service; (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery; or (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the Party as set forth below or at any other address as that Party may later designate by notice:

If to City: City of Duarte
Department of Parks & Recreation
Attn: Manuel Enriquez
1600 Huntington Drive
Duarte, California 91010

If to Consultant: Dahlin Group, Inc.
Attn: Daniel Berghauser
505 Technology Drive, Suite 200
Irvine, CA 92618

16. GOVERNING LAW; ATTORNEYS' FEES; LITIGATION MATTERS

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, 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. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant 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. 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 Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

17. RIGHTS AND REMEDIES ARE CUMULATIVE; WAIVER

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

B. 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.

18. 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.

19. INTERPRETATION; ENTIRE AGREEMENT

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

20. CONFLICTS OF INTEREST

Consultant 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 Consultant's obligations and responsibilities under this Agreement. Consultant further agrees that while this Agreement is in effect, Consultant 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 Consultant's obligations and responsibilities under this Agreement. Consultant acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Consultant to be a "consultant" as that term is defined by the Political Reform Act. In the event City makes such a determination, Consultant 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, Consultant 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.

21. 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.

22. PARAGRAPH HEADINGS AND SUBHEADINGS

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

23. 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.

24. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the Parties 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.

25. 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 Consultant has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

CONSULTANT

City Manager

Date: _____

By: _____

Its: _____

Date: _____

ATTEST

City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Services

- A. **PHASE 10.0 – PRE-DESIGN** – *Not included in this agreement*
- B. **PHASE 10.1 – PROGRAMMING AND CONCEPT DESIGN** – *Not included in this agreement*
- C. **PHASE 10.2 – COMMUNITY & STAKEHOLDER OUTREACH** – *Not included in this agreement*
- D. **PHASE 30.0 – ASSESSMENT AND SCHEMATIC DESIGN**
 - 1. DAHLIN will attend one (1) on-site meeting with OWNER to review the overall PROJECT objectives, including scope, schedule, and requirements of governmental agencies having jurisdiction over PROJECT.
 - 2. Measured Drawings: DAHLIN will generate as-built background drawings based on OWNER provided original as-built drawings with field verified measurements for documentation.
 - 3. DAHLIN will provide written summary as a PROJECT scope description that includes relevant known conditions that may impact PROJECT objectives based on OWNER meeting above complementary to OWNER provided Conceptual Design Package Exhibit C. Exhibit C and written summary will become the Basis of Design in all further phases of PROJECT, unless revised according to terms provided herein.
 - 4. DAHLIN will prepare Schematic Design documents to include the following:
 - a. Overall building plans;
 - b. Reflected Ceiling plan showing exterior materials and exterior light fixtures
 - c. Exterior elevations showing exterior materials;
 - d. Schematic 3D massing model of the building's exterior, including conceptual colors and materials to indicate design intent.
 - 5. DAHLIN's fee is based on an assumption of minor modifications to the Basis of Design. Substantial revisions may require Additional Services.
 - 6. DAHLIN will attend the following meetings as part of this Phase:
 - a. Up to one (1) on-site meeting with the CITY
 - b. Up to one (1) one-hour virtual meeting with CITY;
- E. **PHASE 30.1 – DESIGN REVIEW SUBMITTAL DOCUMENTS** – *Not included in this agreement* .
- F. **PHASE 40.0 - DESIGN DEVELOPMENT**– *Not included in this agreement*
- G. **PHASE 50.0 - CONSTRUCTION DOCUMENTS**
 - 1. With OWNER's written approval of the Schematic Design documents, DAHLIN will prepare Construction Documents that will set forth the requirements for construction of the PROJECT.

2. Construction Documents will be produced solely for use by a knowledgeable and experienced General Contractor. Any or part of all systems, materials, connections, and details not specifically provided in these plans are the sole and complete responsibility of the General Contractor to properly verify and install.
3. Construction Documents will reflect information required for general construction and building permit purposes. These documents will include:
 - a. Architectural Site Plan;
 - b. Building Floor Plan(s);
 - c. Building Reflected Ceiling Plan(s);
 - d. Building Exterior Elevation(s) (includes Architectural detail callouts to explain specific materials and methods);
 - e. Architectural Details;
 - f. Consultant documentation according to Exhibit B.
4. DAHLIN will provide PROJECT specifications that includes the Conditions of the Contract for Construction and Specifications in a "Master Spec" format to support the design documents. Specifications for products may also be called out by notes on the plans and will be considered "or equal" to establish the general product standards for quality, finish and design intent. DAHLIN will work with OWNER to coordinate their construction / finish standards and general project specifications with OWNER's required materials to be used on PROJECT. For the architectural components of PROJECT, DAHLIN will coordinate with OWNER to include their appropriate sections onto the drawings.
5. DAHLIN will attend the following meetings as part of this Phase:
 - a. Up to four (4) one-hour virtual meetings with CITY;

H. PHASE 50.2 - GOVERNMENT AND AGENCY PLAN REVIEW – *Not included in this agreement*

I. PHASE 60.0 – BIDDING

1. Bidding Assistance services will be provided by DAHLIN as requested by OWNER.
2. If required, advertising for and solicitation of construction bidders shall be provided by OWNER and is not included in DAHLIN's Scope of Services.
3. DAHLIN will coordinate the reproduction of Construction Documents for distribution to CITY, construction bidders and others, as may be required for PROJECT.
4. During the Bidding phase, DAHLIN will participate in a pre-bid conference and the bid-opening if requested, and will provide consultation as requested by OWNER for architectural opinions on the bids, methods, and cost of construction.
5. DAHLIN will also answer bidding questions, review substitution requests and issue addenda, and prepare additions and revisions to Construction Documents as clarifications for bid purposes as Additional Services.
6. OWNER and General Contractor will review and select subcontractor's bids, materials, finishes, fixtures, and items for PROJECT and is responsible for all issues of quality control and installation.
7. DAHLIN will attend the following meetings as part of this Phase:
 - a. Up to One (1) Pre-Bid Conference (Bid Walk);

J. PHASE 70.0 - CONSTRUCTION ADMINISTRATION

1. Prior to start of Construction, DAHLIN, OWNER, and General Contractor will have a pre-construction meeting to establish expectations for performance of Construction Administration and the scope of services described below. If the scope of services described below for Construction Administration are adjusted during or after this meeting, Additional Services may be required.
2. As the PROJECT proceeds into Construction, DAHLIN will provide Construction Administration services, limited to 52 hours of professional services. The scope and fee herein are based on an estimated four (4) month construction period. Services required beyond that period and/or beyond the estimated hours are Additional Services. Scope may include:
 - a. Interpretation of the documents and responding to Requests for Information (RFI's);
 - b. Reviewing and processing submittals limited to;
 - i. Review of initial submittal and one (1) re-submittal per product or material classification.
 - ii. Additional review of submittals are Additional Service.
 - c. Issuing ASI's and processing Change Orders as required;
 - d. Construction Project meetings and site visits not to be provided unless requested at an additional cost.
 - e. PROJECT Completion:
 - i. DAHLIN will provide up to one (1) onsite visits for punch. Backpunch (2nd+ rounds) are not included;
 - ii. As-Designed Drawings: Compilation of DAHLIN's designs for PROJECT including the original Construction Documents plus all addenda, Architect's Supplemental Instructions, Change Orders, Construction Change Directives and minor changes in the work as appropriate to reflect the design changes.

EXHIBIT B

Insurance Requirements

A. Insurance Required

(1) Commercial General Liability insurance in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage.

(2) Automobile Insurance covering bodily injury and property damage for all activities of Consultant arising out of or in connections with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles in an amount not less than \$1,000,000 combined single limit for each accident.

(3) Workers' Compensation Insurance providing statutory benefits as required by California law.

(4) Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors, or omissions of Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the Effective Date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the Services required by this Agreement.

B. All insurance policies required hereunder, except the workers' compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of A- or better and a minimum financial size VII in accordance with the latest edition of Best's Key Rating Guide.

(2) The policies shall be endorsed to name City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.

(4) City reserves the right at any time during the term of this Agreement to change the amounts and types of insurance required by giving Consultant ninety (90) days' advance written notice of such change.

C. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.



MEMORANDUM

TO: Mayor and Councilmembers
FROM: Annette Juarez, City Clerk
DATE: January 14, 2025
SUBJECT: **APPROVAL OF CITY COUNCIL EXPENSES**

Councilmember Margaret Finlay

January 1, 2025 - Purchase of I.T. equipment

Total: \$1,687.22



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Fitness Center Equipment Replacement Project: Updated Project Cost and Next Steps.

RECOMMENDATION: Based on the updated cost estimates for the Fitness Center Equipment Replacement project, staff is seeking further discussion and direction from the City Council on how to proceed with this approved project.

FISCAL IMPACT: A total of \$35K is allocated in this fiscal year's budget (100-1610-8100) for the first phase of the Fitness Center Equipment Replacement project. However, depending on the City Council's direction, the fiscal impact could range from \$23K to \$78K

BACKGROUND

On June 11, 2024, the City Council approved the Fiscal Year 2024/25 Budget and Capital Improvement Program (C.I.P.), which allocated funds for the purchase of new exercise equipment for the Duarte Fitness Center. The project is budgeted over two fiscal years, 2024/25 and 2025/26, with a total allocation of \$78,000. However, since staff received the initial project estimate and the budget was adopted, the equipment landscape within the facility and cost for the project implementation has changed.

DISCUSSION/ANALYSIS

The Fitness Center's current strength equipment was purchased in 1998, and the cardio machines were last updated in 2008. According to industry standards, equipment typically needs replacing every 7 to 10 years. While the initial plan was to start this capital improvement project by replacing all the cardio machines, shortly after the creation and adoption of this fiscal year's budget, two pieces of strength equipment were deemed unsafe and inoperable by the City's fitness equipment service provider. As a result, staff removed them from the floor, leaving the remaining strength equipment in short supply. Additionally, upon further review of the originally quoted strength equipment to ensure it meets our needs, is cost-effective, and optimizes operations, staff determined it would be best to continue with Life Fitness, the current equipment supplier for the facility.

After obtaining a new cost estimate from Advanced Fitness, a licensed Life Fitness distributor, the total cost for replacing all the equipment is now estimated at \$134K, \$56K more than the initial budgeted amount. This new pricing comes through a Sourcewell contract, which is competitively solicited on behalf of Sourcewell and its participating agencies, including the City of Duarte.

To specifically address the cardio equipment replacement planned for this year, the updated cost would be approximately \$58K. This exceeds the \$35K budgeted for the project by approximately \$23K. The new cardio equipment quote is largely like-for-like with the current setup, with slight adjustments including one additional treadmill (totaling four), two ellipticals (reducing the count by one), the addition of a Heat Row machine, and the replacement of the existing Recumbent Lifecycle Bike, Upright Lifecycle Bike, and Stairmaster, totaling ten new cardio machines.

As for the strength equipment replacement scheduled for Fiscal Year 2025/26, the cost is projected at \$76K, excluding any potential cost escalation. The current allocation for this portion of the project is \$43K, resulting in a deficit of approximately \$33K. This updated quote includes like-for-like replacements, with the addition of a new Hammer Strength Perimeter Dual Cable machine which will feature storage shelves for new kettlebells, a wooden box, slam balls, and resistance tubes and bands.

In addition, to maximize the functionality and safety of the exercise room within the Fitness Center, staff recommends replacing the entire flooring. Currently, the floor is a mix of carpet and Everlast composition rubber flooring. For the continued safety of members and staff, staff proposes replacing the entire space with Everlast Fitness Flooring, which is durable and slip-resistant and ideal for fitness environments. The estimated cost to replace the flooring throughout the entire room is \$22K.

In total, to move forward with this project in its entirety, the cost would be approximately \$156K. Staff is bringing this project back before City Council for further discussion and seeking direction on the appropriate next steps to ensure timely implementation of this capital improvement project.

RECOMMENDATION

Based on the updated cost estimates for the Fitness Center Equipment Replacement project, staff is seeking further discussion and direction from the City Council on how to proceed with this approved project.

FISCAL IMPACT

A total of \$35K is allocated in this fiscal year's budget for the first phase of the Fitness Center Equipment Replacement project. However, depending on the City Council's direction, the fiscal impact could range from \$23K to \$78K.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Annette Juarez, City Clerk

SUBJECT: Annual Appointment of City Councilmembers to Intergovernmental Organizations

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

FISCAL IMPACT: None

BACKGROUND

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

DISCUSSION/ANALYSIS

The departure of Councilmember Schulz has created either a City Representative/Delegate or Alternate vacancy to the following intergovernmental organizations:

- **Community Education Council**: Representative
- **Duarte Education Foundation**: Alternate
- **Foothill Gold Line JPA (Phase II)**: Alternate
- **SGV Council of Governments**: Delegate
- **SGV Council of Government Homelessness Committee**: Delegate
- **Upper San Gabriel River Working Group**: Representative

With the recent City Council reorganization, the appointee to the City Selection Committee and the Los Angeles County Sanitation District #15 and #22 delegates will be reassigned to Mayor Garcia. The City Council may also choose to change the City's Representative/Delegate and/or Alternate to intergovernmental organizations for which a current vacancy does not exist.

RECOMMENDATION

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

FISCAL IMPACT

None.

ATTACHMENT

A. List of Duarte City Council Intergovernmental Organizations and Appointees

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Duarte City Council - Intergovernmental Organizations

AREA "D" EMERGENCY SERVICES

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

CALIFORNIA CONTRACT CITIES

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

CITY SELECTION COMMITTEE (COUNTY)

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

COMMUNITY EDUCATION COUNCIL

Jody Schulz	Representative
Tera Martin Del Campo	Alternate

DUARTE COMMUNITY COORDINATING COUNCIL

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

DUARTE COMMUNITY SERVICE COUNCIL

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

DUARTE EDUCATION FOUNDATION

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

FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM

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

FOOTHILL TRANSIT - \$150/mtg

Friday, May 31, 2024 – Annual Governing Board Meeting 2024

Foothill Transit Chats Update Meetings - Schedule:

Friday, January 26, 2024

Friday, March 29, 2024

Friday, August 30, 2024

Friday, October 25, 2024

	Cesar Garcia	Delegate
Elects representative to executive board and discusses Foothill Transit developments pertaining to the City and neighboring areas	Tera Martin Del Campo	Alternate

FOOTHILL GOLD LINE JPA (PHASE II) - \$100/mtg

<i>2nd Thursday - 12:30 p.m.</i>	Tera Martin Del Campo	Delegate
Provides discussion and input regarding planning, funding, design, and construction of the Foothill Gold Line	Jody Schulz	Alternate

JOINT POWERS INSURANCE AUTHORITY

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

LEAGUE OF CALIFORNIA CITIES*1st Thursday - 7:00 p.m.*

Toney Lewis

Delegate

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

Full Council

Alternate

SGV COUNCIL OF GOVERNMENTS - \$50/mo*3rd Thursday - 4:00p.m.*

Jody Schulz

Delegate

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

Tera Martin Del Campo

Alternate

SGV COG - ENERGY, ENVIRONMENT, NATURAL RESOURCES COMMITTEE*3rd Wednesday - 1:00 p.m.*

Vinh Truong

Delegate

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

SGV COG - HOMELESSNESS COMMITTEE*1st Wednesday - 8:00 a.m.*

Jody Schulz

Delegate

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

SGV COG - TRANSPORTATION COMMITTEE*2nd Thursday - 4:00 p.m.*

Samuel Kang

Delegate

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

SGV ECONOMIC PARTNERSHIP

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

Vinh Truong

Delegate

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

Cesar Garcia

Alternate

SGV VECTOR CONTROL DISTRICT - \$100/mo*2nd Friday - 7:00 a.m.*

Margaret Finlay

Delegate

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

SANITATION DISTRICTS #15 AND #22 - \$250/mo*4th Wednesday - 1:30 p.m.*

Vinh Truong

Delegate

Engages in discussions pertaining to the construction, operation, and maintenance of collecting and treating wastewater, solid waste management, and converting waste into resources

Margaret Finlay

Alternate

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENT*Regional Council Meetings - 1st Thursday - 12:00 p.m.**Annual General Assembly Meeting - April / May*

Margaret Finlay

Delegate

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

UPPER SAN GABRIEL RIVER WORKING GROUP*Quarterly Meetings - date and time varies*

Jody Schulz

Representative

An informal body consisting of representatives from the Cities of Duarte, Irwindale, and Azusa for the purpose of addressing homelessness in the San Gabriel Riverbed.



AGENDA REPORT

MEETING DATE: January 14, 2025

TO: Mayor and Members of the City Council

FROM: Larry Breceda, Director of Public Safety

SUBJECT: Resolution Proclaiming the Existence of a Local Emergency

RECOMMENDATION: Staff recommends that the City Council approve Resolution No. 25-02 proclaiming the existence of a local emergency due to extreme weather conditions, power outages, and wildfire risks, as described in the resolution.

FISCAL IMPACT: Approval of the resolution will enable the City to seek financial assistance under the California Disaster Assistance Act and the Robert T. Stafford Disaster Relief and Emergency Assistance Act. This assistance may cover eligible expenses incurred by the City for response, recovery, and mitigation efforts.

BACKGROUND

California Government Code Section 8630 and Duarte Municipal Code Ordinance No. 287 authorize the City Council to proclaim the existence of a local emergency when conditions of extreme peril arise. On January 6, 2025, the National Weather Service issued a Particularly Dangerous Situation (PDS) Red Flag Warning for the San Gabriel Valley foothill communities. This warning predicted widespread, life-threatening winds with gusts reaching up to 100 mph.

On January 8, 2025, President Joseph R. Biden, Jr. approved a Presidential Major Disaster Declaration (DR-4856) for Los Angeles County due to wildfires and straight-line winds. These events created hazardous conditions within the City of Duarte, including power outages, downed trees and utility infrastructure, blocked roadways, and the Eaton Fire, which prompted evacuation warnings for 749 households.

DISCUSSION/ANALYSIS

The extreme weather and resulting events have created conditions of extreme peril to the safety of persons and property within the City of Duarte. Specific impacts include:

1. Life-Threatening Winds and Power Outages:

- Sustained winds of 35-60 mph with gusts up to 100 mph caused widespread damage starting at 2:00 p.m. on January 7, 2025.

- Trees and power lines were downed, leaving the city without power, affecting emergency response and public safety.
- 2. Obstructions to Public Safety and Emergency Services:**
 - Downed trees and utility infrastructure blocked roadways, limiting ingress and egress for emergency personnel and equipment.
 - Traffic signals became inoperable, creating additional public safety risks.
- 3. Eaton Fire Evacuations:**
 - The fire ignited during peak wind conditions on January 7, 2025, and prompted evacuation warnings for the northeast portion of the city, affecting 749 households and 2,288 residents.
- 4. Impact on the Local Economy:**
 - Deliveries were hindered, businesses were forced to close due to lack of power, and roadway obstructions severely affected economic activity.

Given these conditions, the situation is beyond the control of the City's available resources. Proclaiming a local emergency allows the City to access state and federal assistance and coordinate response and recovery efforts more effectively.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 25-02 proclaiming the existence of a local emergency in the City of Duarte. The resolution provides the framework for:

- Coordinating with the California Governor's Office of Emergency Services and FEMA for disaster relief and recovery.
- Requesting the Governor's assistance and waiver of regulations hindering response and recovery efforts.

FISCAL IMPACT

Adoption of the resolution will support the City's efforts to obtain reimbursement for eligible expenses related to emergency response, recovery, and mitigation through federal and state programs.

ATTACHMENTS

- A. Resolution No. 25-02 Proclaiming the Existence of a Local Emergency
- B. National Weather Service PDS Red Flag Warning (January 6, 2025)

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 25-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, California Government Code 8630, et seq, and Ordinance No. 287 of the Duarte Municipal Code provide that the Duarte City Council (City Council) may proclaim the existence of a local emergency when the City of Duarte (City) is affected or likely to be affected by public calamity; and

WHEREAS, the City Council has been requested by the Director of Emergency Services to proclaim the existence of a local emergency therein; and

WHEREAS, on January 6, 2025, the National Weather Service (NWS) issued a Particularly Dangerous Situation (PDS) Red Flag Warning for the foothill communities in the San Gabriel Valley which went into effect at 12:00 p.m. on Tuesday, January 7, 2025 to 4:00 p.m. on Wednesday, January 8, 2025. Widespread, life threatening, destructive winds were forecasted to reach sustained speeds of 35-60 mph, damaging gusts of 50-80 mph, with isolated gusts of 80-100 mph; and

WHEREAS, on January 8, 2025, President Joseph R. Biden, Jr. approved a Presidential Major Disaster Declaration (DR-4856) for areas in Los Angeles County affected by wildfires and straight-line winds; and

WHEREAS, said City Council does hereby find the following:

1. That conditions of extreme peril to the safety of persons and property have arisen within the City, caused by the life threatening, destructive winds and a city-wide power outage which began at 2:00 p.m. on January 7, 2025.
2. That as a result of the life threatening, destructive winds, several public and private trees were downed, which took down electric utility infrastructure, including power lines, and blocked roadways, affecting ingress and egress routes for public safety and emergency response personnel and equipment, and rendered traffic signals inoperable.
3. That at 6:23 p.m. on January 7, 2025, during the strong, damaging wind event, the Eaton Fire ignited. As a result of the fire, the north east portion of the City was placed in an Evacuation Warning, affecting 749 households and 2,288
4. That these conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City of Duarte; and
5. That aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency.

6. The extreme weather and resulting conditions significantly disrupted local economic activities. Deliveries were delayed, businesses were forced to close due to power outages, and blocked roadways further compounded challenges, leading to substantial economic losses across the City.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout the City of Duarte.

IT IS HEREBY FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency, the powers, functions and duties of the Director of Emergency Services and the emergency organization of this city shall be those prescribed by state law, by ordinance, and resolutions of the City and approved by the City Council.

IT IS FURTHER PROCLAIMED AND ORDERED that a copy of this proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in Los Angeles County; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act and the Robert T. Stafford Disaster Relief and Emergency Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

IT IS FURTHER PROCLAIMED AND ORDERED that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Duarte, State of California.

PASSED, APPROVED AND ADOPTED this 14th day of January 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I hereby certify that the foregoing resolution, Resolution No. 25-02, was duly passed, approved and adopted by the City Council of the City of Duarte at a regular meeting held on the 14th day of January 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

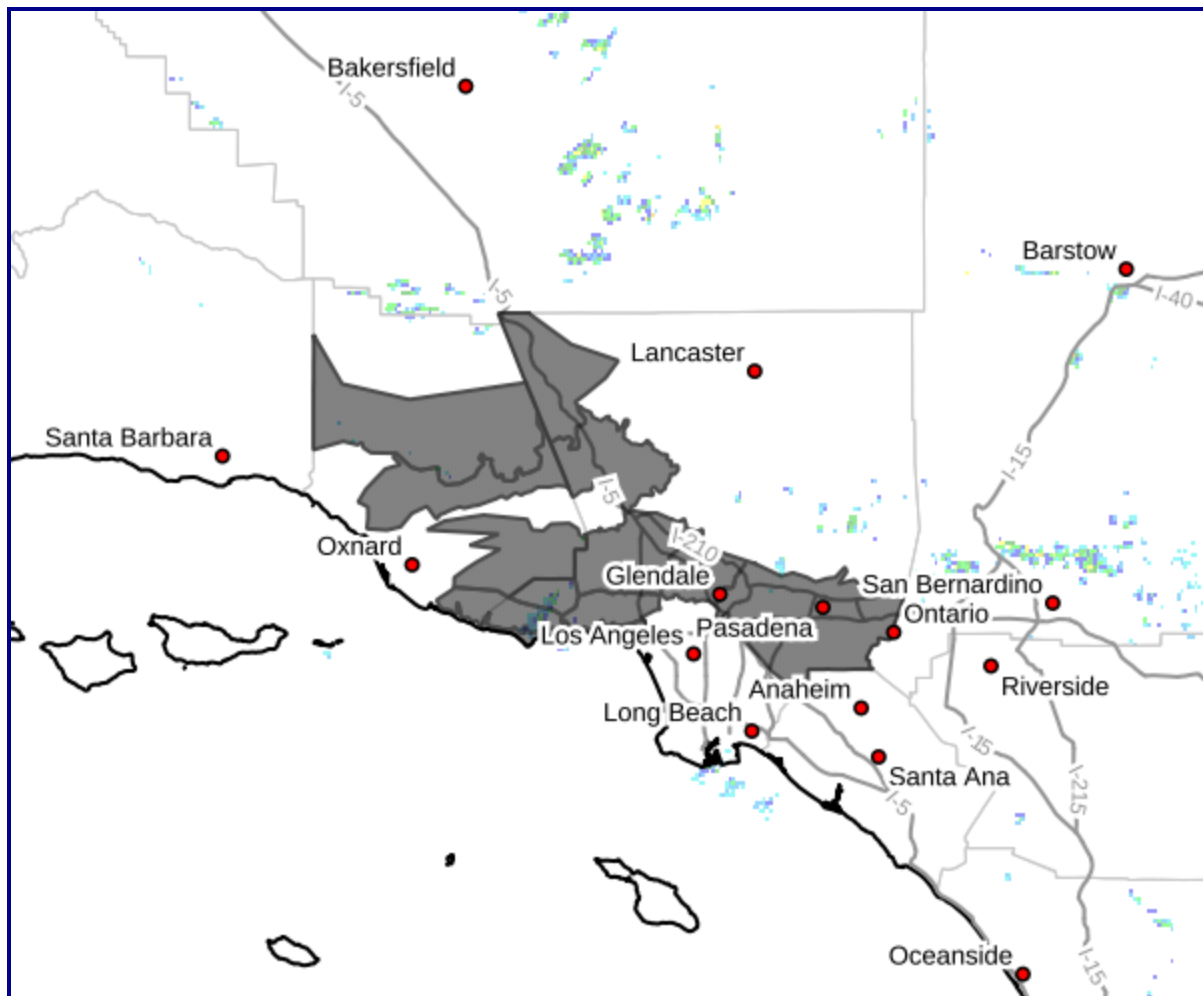
Annette Juarez
City Clerk



Interactive NWS Alert

Event continued: Fire Weather Watch for Home Alerts

Sent via email and SMS at 1155 am PST, Jan 6th 2025



Radar valid at 402 pm PST, Jan 9th 2025



NWS Alert



User Alert Area

...LIFE THREATENING, DESTRUCTIVE, WIDESPREAD WINDSTORM TUESDAY AFTERNOON THROUGH WEDNESDAY MORNING FOR PORTIONS OF LOS ANGELES AND EASTERN VENTURA COUNTIES-- WITH LONG DURATION OF RED FLAG CONDITIONS INTO THURSDAY-- POSSIBLY EXTENDING INTO FRIDAY... ..RED FLAG WARNINGS IN EFFECT FOR LOS ANGELES COUNTY AND MUCH OF VENTURA COUNTY---SEE TIMINGS IN HEADLINES BELOW...

...RED FLAG WARNING ISSUED FOR SANTA BARBARA MOUNTAINS INCLUDING EASTERN SANTA YNEZ RANGE TUESDAY INTO WEDNESDAY...

.Offshore winds are now expected to develop rapidly early Tuesday morning, leading to an earlier start time of the Red Flag Warning for many areas. Confidence is high for a life threatening, destructive, widespread windstorm with dangerous fire weather conditions Tuesday afternoon through Wednesday morning, especially focused on the San Gabriel mountains and foothills, San Gabriel Valley, San Fernando Valley, Hollywood/Beverly Hills, coastal areas adjacent to the Sepulveda Pass, Simi Valley, and Santa Monica mountains into Malibu. Strong mountain wave wind activity will

likely impact many of these areas, resulting in very strong, erratic, and damaging wind gusts, capable of widespread downed trees/powerlines, as well as widespread power outages. This windstorm will likely be as destructive as the 2011 windstorm that impacted Pasadena and nearby San Gabriel Valley foothills. While the longer duration of strong winds is expected to be focused across Los Angeles and Ventura counties, there is now expected to be a shorter duration of Red Flag conditions across the mountains of Santa Barbara county Tuesday into Wednesday. Long duration Red Flag Warnings are in effect for much of Los Angeles and Ventura counties Tuesday through Thursday, with Fire Weather Watches in effect Thursday night into Friday. This is a high end Red Flag event. Any new fires will have a high risk for very rapid fire spread and large fire growth, extreme fire behavior, and long range spotting.

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/O.CON.KLOX.FW.A.0001.250110T0200Z-250111T0100Z/
Santa Clarita Valley-Central Ventura County Valleys-Malibu Coast-
Western Santa Monica Mountains Recreational Area-
Eastern Santa Monica Mountains Recreational Area-
Calabasas and Agoura Hills-Western San Fernando Valley-
Eastern San Fernando Valley-Southeastern Ventura County Valleys-
Southern Ventura County Mountains-Interstate 5 Corridor-
Los Angeles County San Gabriel Valley-
1155 AM PST Mon Jan 6 2025

...RED FLAG WARNING NOW IN EFFECT FROM 4 AM TUESDAY TO 6 PM PST
THURSDAY FOR STRONG/DAMAGING NORTH TO NORTHEAST WINDS AND
LOW
RELATIVE HUMIDITY FOR MUCH OF LOS ANGELES AND VENTURA
COUNTIES...

...FIRE WEATHER WATCH REMAINS IN EFFECT FROM THURSDAY EVENING
THROUGH FRIDAY AFTERNOON FOR POTENTIAL WEAK TO MODERATE
OFFSHORE
WINDS AND LOW RELATIVE HUMIDITY FOR MUCH OF LOS ANGELES AND
VENTURA COUNTIES...

* WINDS...Very strong/damaging north to northeast winds Tuesday
into Wednesday, likely peaking in many areas between Tuesday
afternoon and Wednesday morning when there is a high risk for
strong mountain wave wind activity. During this peak, sustained
winds of 35 to 50 mph and widespread damaging gusts of 50 to 80
mph can be expected. Strongest winds likely across the Highways
118 and 210 corridors, including the foothills of the San
Gabriel/San Fernando Valleys, and Simi Valley where very
powerful and destructive wind gusts of 80 to 100 mph will be
likely. Some particular location of greatest concern include
Sylmar, Porter Ranch, San Fernando eastward to foothill
communities such as La Crescenta, Altadena, Monrovia, Azusa. and
Glendora. Moderate north to northeast winds will likely persist
Thursday with gusts of 30 to 50 mph, with some weakening
possible by Friday.

* RELATIVE HUMIDITY...Humidities 20 to 30 percent early Tuesday

morning, falling to 10 to 20 percent by late Tuesday afternoon/evening. Humidities will potentially fall to single digits in some areas from Wednesday into Friday.

* IMPACTS...If fire ignition occurs, conditions are favorable for very rapid fire spread and extreme fire behavior, including long range spotting, which would threaten life and property. There will be a high risk for widespread downed trees and powerlines, as well as widespread power outages.

* ADDITIONAL DETAILS...Confidence is high that this will likely be a widespread destructive windstorm across portions of Los Angeles and Ventura counties with dangerous fire weather conditions. This will likely be the most destructive windstorm since the 2011 windstorm that did extensive damage to Pasadena and nearby foothills of the San Gabriel Valley.

PRECAUTIONARY/PREPAREDNESS ACTIONS...

A Red Flag Warning means that critical fire weather conditions are either occurring now, or will shortly. Use extreme caution with anything that can spark a wildfire. Residents near wildland interfaces should be prepared to evacuate if a wildfire breaks out. See readyforwildfire.org and wildfirerisk.org for information.

A Fire Weather Watch means that critical fire weather conditions are likely to occur in the coming days. Residents near wildland interfaces should prepare now on what to do if a wildfire breaks out. See readyforwildfire.org and wildfirerisk.org for information..

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iNWS is an experimental service intended for NWS core partners, including emergency managers, community leaders and other government agencies only.