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

CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010

Tuesday, October 28, 2025
7:00 PM

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

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

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

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

Notice:
Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall,

1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice:
Duarte City Council meetings are videotaped for later broadcast. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

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

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

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

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

    A. City Manager Written Comments

2. ADOPTION OF THE AGENDA

3. PLEDGE TO THE FLAG

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

    Members of the public may address the City Council on agenda items listed under

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

5. SPECIAL ITEMS

   A. Recognition of Jason Golding's 27 Years of Service

   B. National Magic Week Proclamation

   C. Filipino American Heritage Month Proclamation

   D. Public Safety Department Update

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

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

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

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

9. CONSENT CALENDAR

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

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

   C. Approval of Minutes - October 14, 2025 Regular Meeting (CC/HA/FA)

      Recommended Action: Approve the minutes of October 14, 2025.

   D. Approval of Warrants - October 28, 2025 (CC/HA/FA)

      Recommended Action: Approve the warrants of October 28, 2025.

   E. Public Safety Department Update

Recommended Action: Receive and File the Public Safety Department Update.

F. Award of Contract for FY 2025/26 Citywide Concrete Repair Project - Project No. 26-3

Recommended Action: Approve the award of contract for the FY 2025-26 Citywide Concrete Repair Project to CJ Concrete Construction, Inc. in the amount of $102,900.00.

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

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

13. BUSINESS ITEMS

A. FY 25-26 Chamber of Commerce Update Presentation

Recommended Action: Receive and file the Duarte Chamber of Commerce Update Report.

B. Resolution appointing representative to SGVMVCD

Recommended Action: Appoint a City Councilmember to the San Gabriel Valley Mosquito and Vector Control District and Adopt Resolution No. 25-26 Confirming the Appointment.

C. City Councilmember Speaking Time Limits

Recommended Action: Discuss and consider findings made by staff regarding time limits on City Councilmember comments and discussion during City Council meetings.

D. Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to the 2028 Los Angeles Summer Olympics

Recommended Action: Adopt a Resolution of the City Council of the City of Duarte, California, establishing an Ad Hoc Committee to identify and make recommendations relating to activating the City for the 2028 Los Angeles Summer Olympics.

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

15. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (https://www.cityofduarte.ca.gov/) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 22nd day of October, 2025.

Frances Jimenez
City Clerk

MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: October 21, 2025
SUBJECT: Comments on Agenda Items, Meeting of October 28, 2025

ITEM 5.A. (Special Items). Recognition of Planning Manager Jason Golding's twenty seven years of service to the City of Duarte. Jason is retiring effective October 31, 2025.

ITEM 5.B. (Special Items). National Magic Week Proclamation - The Society of American Magicians requested that the City of Duarte issue a proclamation proclaiming October 25 to 31, 2023, as National Magic Week. John Engman, a resident of Westminster Gardens will be in attendance to receive the proclamation.

ITEM 5.C. (Special Items). Filipino American History Month Proclamation - Public Safety Commissioner Jo-Ann Oloteo has requested that we proclaim the month of October, 2025, as Filipino American History Month. Commissioner Oloteo will be in attendance to receive the proclamation.

ITEM 5.D. (Special Items). Public Safety Department Update - Public Safety Director Larry Breceda will provide an update for the council.

ITEM 9.E. (Consent Calendar). The Public Safety Department has submitted the monthly report for October 2025 for review.

ITEM 9.F. (Consent Calendar). Award of Contract for Fiscal Year 2025/26 Citywide Concrete Repair - Project No. 26-3 - The annual Concrete Repair Project consists of the removal and replacement of broken and off-grade concrete improvements such as sidewalk, curb and gutter, driveway approaches and curb ramps damaged by tree roots or other factors that pose a hazard to pedestrians or vehicular travel. In April 2023, Precision Concrete Cutting completed a citywide assessment of sidewalks and identified grade differences along pedestrian paths of travel that may need repair. Staff has used the results from the sidewalk assessment, reported concerns from residents and standard practice of staff surveying existing concrete improvements to identify deficiencies in accessibility to generate a list of locations to repair with this project. The specifications for the Project were made available and the Project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060. On September 30, 2025, twenty-two (22) bids were submitted electronically. The lowest responsible and responsive proposal is CJ Concrete Construction, Inc; they have successfully completed work for the City of Duarte, City of Lakewood, City of Santa Ana, and City of Rialto in the past. Their federal and state license status has been verified. The Annual Concrete Repair Project was included in the FY 2025/26 Capital Improvement Program Budget. The project cost is $128,625.00 which is the contract amount with 25 percent contingency and is funded by Measure R allocations.

ITEM 13.A. (Business Items). Chamber of Commerce Bi-Annual Update - On June 24, 2025, the City Council approved the FY 2025-26 Services agreement with the Duarte Chamber of Commerce ("Chamber") in the amount of $73,600 through June 30, 2026. Part of that agreement includes the Chamber presenting a bi-annual progress report to Council, including progress made on the following performance metrics: active membership update, number of interactions and types of inquiries with businesses, number of Chamber members reserving available rooms and office space, number and types of businesses promoted, and type(s) of promotion provided, number and types of workshops/trainings hosted, and events hosted and member turnout. In addition to biannual Chamber update presentations to City Council, the Chamber provides City staff with monthly progress reports. For the months of July through September, the Chamber has offered 9 webinars, received 107 inquiries from businesses, promoted 45 businesses via social media, and used traditional (flyers, public events, newsletters) and digital promotions (eBlasts) 82 times. The Chamber also hosted a Networking Breakfast and a Fall Festival. Chamber staff will provide more detail regarding its work conducted thus far this fiscal year during its presentation.

ITEM 13.B. (Business Items). Resolution No. 25-26 - Appointing a Representative to the San Gabriel Valley Mosquito and Vector Control District - The current term of Councilmember Margaret Finlay, who represents the City of Duarte on the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District, will conclude on December 31, 2025. To ensure uninterrupted representation for the City, the District requests that the City Council take formal action to either reappoint Trustee Finlay or appoint a successor for the next term of office. A copy of the City Council resolution confirming the appointment and term length must be received by the District no later than December 31, 2025. Failure to provide this confirmation may result in a gap in representation for the City of Duarte on the District's Board. It should be noted that alternates are not permitted; only the appointed trustee may serve and vote.

ITEM 13.C. (Business Items). City Councilmember Speaking Time Limits - At the regular City Council meeting held on October 14, 2025, Councilmember Margaret Finlay requested that City staff gather information on whether other cities limit the amount of time a Councilmember may speak during City Council meetings. In response, staff conducted outreach to several Southern California cities to identify existing policies, resolutions, or practices related to time limits for Councilmember comments/reports or discussion on agenda items. Based on the information collected, there is no uniform approach among cities regarding time limits for City Councilmember remarks. Some cities establish specific time limits for the Council Comments portion of the meeting, while others apply time limits throughout the agenda. In all cases identified, the time limits are enforced by the presiding officer to ensure orderly and efficient meetings. Overall, most cities with established time limits restrict speaking time to three (3) to five (5) minutes per Councilmember, with discretion for the Mayor or presiding officer to grant additional time. Cities without section-specific limits typically manage discussion through meeting decorum or procedural rules. Should the City Council wish to establish similar time limits, direction may be provided to staff to come back at a future City Council meeting with a recommended action.

ITEM 13.D. (Business Items). Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to the 2028 Los Angeles Summer Olympics - At its October 14, 2025, Regular City Council Meeting, the City Council requested that staff bring back a resolution forming an Ad Hoc committee to explore opportunities to activate the City for the 2028 Los Angeles Summer Olympics ("Olympics").

City of Duarte

PROCLAMATION

NATIONAL MAGIC WEEK 2025

WHEREAS, the Society of American Magicians was founded in 1902, with magicians in every state in the union; and

WHEREAS, members of the Society of American Magicians both professional and amateur, generously offer their time and talent for charitable purposes, providing entertainment for children and adults; and

WHEREAS, magic is an ancient and delightful form of entertainment which continues to give much pleasure to young and old; and

WHEREAS, the Society of American Magicians encourages youngsters to develop self-esteem through performance of magic; and

WHEREAS, the Society of American Magicians is dedicated to elevating the art of magic with its endowment fund providing educational and humanitarian assistance to its members.

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims October 25th – 31st, 2025, as NATIONAL MAGIC WEEK in the City of Duarte and encourages all citizens to enjoy and recognize magic as wholesome and fun entertainment.

Cesar A. Garcia, Mayor

ATTEST:

Frances Jimenez, City Clerk

City of Duarte

PROCLAMATION

FILIPINO-AMERICAN HISTORY MONTH

WHEREAS, the earliest documented evidence of Filipinos in the continental United States was in October 1578, when mariners called "Luzones Indios" under Spanish command landed in Morro Bay, California; and

WHEREAS, Filipino-Americans have contributed greatly to the economic intellectual, spiritual, social, cultural, and political vitality of the United States; and

WHEREAS, throughout the Nation's history, Filipino-Americans have served as members of the Armed Forces, stepping forward to help safeguard the values upon which we stand; and

WHEREAS, in 1966, Filipino-American labor leaders Larry Itliolong and Philip Vera Cruz, working alongside Cesar Chavez, Gilbert Padilla, and Dolores Huerta, were instrumental in merging the Filipino Agricultural Workers Organizing Committee with the Latino National Farm Workers Association, forming the United Farm Workers of America, the Nation's first enduring and largest farm workers' union; and

WHEREAS, today Filipino-Americans make up one of the largest Asian-American ethnic groups in the United States, and have contributed to the arts, business, health, education, technology, and public service of our communities, among which include the notable professional boxer and Senator of the Philippines Manny Pacquia, stand-up comedian JoKoy, and the large number of nursing/medical workers serving on the front lines of care during the pandemic, making up 7% of the Nation's healthcare workforce; and

WHEREAS, Filipino-American History month was established in October 1988 to commemorate the presence of the first Filipinos on U.S. soil, and to recognize the contributions of Filipinos and Filipino-Americans to our history;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte proclaims October 2025 as FILIPINO-AMERICAN HISTORY MONTH, and encourages all to reflect on the historical, cultural, and social contributions Filipino-Americans have made, and to instill in our youth the importance of education history, and culture in creating eminent role models and producing exceptional citizens.

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Cesar A. Garcia, Mayor

ATTEST:

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Frances Jimenez, City Clerk

CITY OF DUARTE

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

Tuesday, October 14, 2025
7:00 PM — Regular Session

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:10 p.m.

Councilmembers Present:	Finlay, Kang, Lewis, Truong, Calderon, Martin Del Campo, Garcia
Councilmembers Absent:	None
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Craig Hensley, Director of Community Development Larry Breceda, Director of Public Safety Services Manuel Enriquez, Director of Parks and Recreation Albert Nuñez, Management Analyst Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Oliver Vigil.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

Jessy Vergara thanked Aida Torres for what she has done for her contributions to the DART program and for her being reliable figure in his life.

Laura Cortez shared the impact Aida had on her life and thanked her for the lasting impact she has left on those around her.

John Fasana recognized Aida for advancing her studies and emphasized the difference she has made in the community.

Lois Gaston highlighted Aida's previous achievements working with youth programs in the city and thanked her on behalf of Duarte Kiwanis for her work over the years.

Mayor recognized the elected officials in the room.

Reyna Diaz detailed Aida's qualities that went above and beyond in order to meet the needs of the students in the community.

Steve Hernadez credited Aida for her way of working with young people and wished her the best in her future endeavors.

Deputy Sheriff Art Valenzuela shared memories of working with Aida and thanked her for being an example to follow as a leader giving back to the community.

5. SPECIAL ITEMS

A. Recognition of Aida Torres

City Manager Villalobos highlighted Aida's passion; commended her for going above and beyond in managing the DART program; and expressed that she will be missed.

Director Breceda commented on Aida's remarkableness; thanked her for her immeasurable impact on the community; detailed Aida's achievements and legacy; and presented her with a recognition plaque.

Aida Torres shared her journey working with the community; highlighted the success stories of the DART program; emphasized the results of investing in youth through service; and thanked everyone she worked with.

Aranzasu Caballero shared her experience of having Aida as a mentor; shared cherished memories of the DART program; attributed her success to Aida; highlighted Aida's prevention-based approach that strengthened relationships between youth, family, and law enforcement while also creating bridges of trust and understanding. She also thanked Aida for leading through service and kindness.

The City Council recognized Crime Prevention Specialist, Aida Torres for her service of 22 years to the community; shared admiration for her commitment to public service; thanked her for setting a good example for young people; highlighted her contributions; also acknowledged her family; and wished her well on her future endeavors.

B. Recognition of the Route 66 Parade Committee

The City Council recognized the following members of the Route 66 parade committee for their hard work: Alex Streff, Bernadette Chang, Buffy Aikins, Daniel Yrigoyen, Gloria Klinkenborg, Jacqueline Hasty, KC Caracci, Kimberly Yrigoyen, Liz Aquino, Luz Yessenia Paez, Michelle Garcia, Norman Anderson, Ryan Suba, Sharon Anderson, and Susan Mills.

The City Council also thanked the MC's: Miriam Fox, Rick Crosby, Ulisses Gutierrez, and Danielle Betancourt.

C. Red Ribbon Week Proclamation

Director Breceda highlighted the upcoming community kickoff event and art contest in honor of Red Ribbon Week.

The City Council proclaimed October 23-31, 2025, as Red Ribbon Week.

D. Presentation by San Gabriel Valley Mosquito & Vector Control District

Director of Communications, Anais Medina Diaz, gave a presentation on the presence of black fly activity that affects the Duarte community; highlighted control treatment; and shared steps residents can take to protect themselves.

In response to questions asked by the City Council, Director Medina Diaz provided information on the factors that further their presence in the area; provided details on programs the SGVMVCD is looking into to reduce the impact of black flies in the Foothill communities; and highlighted the partnerships that are formed in order to address the issue.

E. Community Development Department Update

Community Development Director Hensley shared information on the scheduled K-rail removal in the Melcanyon area; highlighted the biannual brush clearance program; provided an update on the development of Vallarta Supermarket; and shared that additional updates on local businesses including the sale of the Rancho Duarte Golf Course.

Per questions posed by the City Council Director Hensley confirmed that business licenses have been pulled for a thrift store in the city. The City Council also suggested looking into weed abatement programs hosted by the California Conservation Corps (CCC). The City Council also commended the Community Development team for addressing a fallen tree over the weekend in a timely manner.

F. Parks and Recreation Department Update

Parks and Recreation Director Enriquez highlighted upcoming special events; announced the closure of the Fitness Center Competition Pool and gave the status of the plans for the Fitness Center Pool Renovation Project which will be presented to the council at a later meeting.

Discussion ensued regarding the logistics of the upcoming Día de Los Muertos celebration. Director Enriquez also clarified the scope of work the plans for the Fitness Center Pool Renovation Project will include.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Management Analyst Nuñez announced upcoming city events.

Dan Yrigoyen announced the upcoming 12th Annual Duarte Field Tournament hosted by the Duarte High School band boosters in partnership with the City of Duarte and Duarte CERT; he also announced that Duarte High School will be hosting the championships for 1A division schools next month.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Steve Hernandez stated his opinion regarding decorum during previous council meetings and suggested considering limiting time for councilmembers when speaking.

John Fasana thanked the City for the K-rail removal; suggested a sweep operation to clean the area where the rails were placed; shared appreciation for the questions posed during the black fly presentation; and highlighted resources for the community from the California Residential Mitigation program, which helps homeowners retrofit their homes to be more earthquake-resistant.

Councilmember Finlay asked staff to come back with an item for discussion regarding limiting city council speaking time.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. CONSENT CALENDAR

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

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

C. Approval of Minutes - September 17, 2025 Special Meeting and September 23, 20225 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - October 14, 2025 (CC/HA/FA).

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

F. Receive and File the Community Development Department Update.

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

H. Adoption of Resolution No. 25-24 and Resolution No. 25-25 fixing the City’s Medical Insurance contribution for Councilmembers and Employees for 2026.

I. Second Reading and Adoption of Ordinance No. 25-04.

Councilmember Calderon recused himself from item 9.I due to a common law conflict of interest pursuant to the advice of Council because his home immediately abuts the Andres Duarte Residential Project.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to adopt items 9A - 9I of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. PSA - 3D Renderings of Royal Oaks Trail

Community Development Director Hensley provided background information regarding the proposed improvements to the Donald & Bernice Watson Recreation Trail that were previously presented by Armstrong & Walker, the project Landscape Architects. Director Hensley stated 3DIkon could create the renderings council had requested and shared the logistics of the proposal.

Discussion ensued regarding different software options for 3D renderings and the proposed use of the renderings.

Moved by Mayor Pro Tem Martin Del Campo, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve a proposal from 3DIkon for landscape renderings.

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

B. Notice of Completion: Huntington Drive Median Islands Landscape Improvements Project, No. 25-5, for FS Contractors, Inc.

Community Development Director Hensley presented a staff report regarding the notice of completion for the Huntington Drive Median Islands Landscape Improvements Project; detailed the completed scope of work; and pointed out issues that resulted during the project that required a budget adjustment.

In response to questions posed by the City Council, Director Hensley confirmed that the landscape is being monitored to ensure proper irrigation is being supplied.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to 1) accept the project as complete in the amount of $2,561,282.92 and 2) approve a budget amendment to the General Fund in the amount of $28,833.42.

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

The City Council stated their opinion regarding improving conformity, increasing green space, and focusing on beautification efforts in the city. Conversation was also had regarding the timeline of the project and residents' appreciation for beautification projects to date.

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

Director Breceda attended the California JPIA Risk Management Educational Forum and League of California Cities Annual Conference.

The City Council commended Director Breceda on his presentation at the JPIA Conference.

Assistant City Manager / Director of Administrative Services Petersen reported she attended the California JPIA Risk Management Educational Forum and thanked the City Council for supporting the directors' attendance at the conference.

City Manager Villalobos reported he attended the California JPIA conference and shared appreciation for the valuable sessions; he also reported he attended the Route 66 parade and City Picnic; and commended staff who put on the event.

Councilmember Lewis reported he attended the League of California Cities Annual Conference, along with the Wildfire and Fire Prevention Mitigation conference; he also shared memories from the Route 66 parade.

Per questions made by the City Council, Assistant City Manager / Director of Administrative Services Petersen reviewed the monthly financial report, detailed the month-to-month comparisons, and clarified the increase in vehicle replacement amounts. Suggestions were made regarding electric city vehicles.

Councilmember Truong reported he attended the California JPIA Risk Management Educational Forum and League of California Cities Annual Conference; encouraged his colleagues to attend future JPIA conferences; recognized Director Breceda for his good work; and reported he attended the LA 28 meeting.

Councilmember Finlay reported she attended the San Gabriel Valley Council of Governments meeting regarding the Olympics; shared recent community events she attended, and requested that staff collect information from other cities on their practices placing time limits on the city council.

Councilmember Calderon made a statement regarding the Andres Duarte School project and urged the Duarte Unified School District to communicate further with residents in order to address their concerns and further community engagement.

Mayor Pro Tem Martin Del Campo shared appreciation for the comments made recognizing staff and Director Breceda.

Mayor Garcia shared his experience during the Route 66 parade; made suggestions to staff regarding increasing city council input on project renderings before they go out to bid; and expressed how touched he was by the employee recognitions.

15. ADJOURNMENT

Mayor Garcia requested the addition of an adjournment for Roberto Guzman.

Steve Hernandez shared fond memories of Jean Glass.

Councilmember Finlay also reflected on memories of Jean Glass.

At 9:46 p.m., the City Council adjourned the meeting in memory of Jean Glass, active community member, and Roberto Guzman, owner of local business La Simpatia Meat Market.

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Cesar A. Garcia, Mayor

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Frances Jimenez, City Clerk

Council Warrant Register By Account
City of Duarte
By Fund

Payment Dates 10/16/2025 - 10/29/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7730	DJ PHIL PEREZ	Halloween Howl DJ 10/31/2025	221491		950.00
100-1805-7965	CLIMATEC LLC	FY25 Annual Measurement/Verification Report	221477		8,500.00
100-1605-7733	THEODORE SIEGEL	SC "Hannah and Her Sisters" Screening/Presentation	221494		150.00
100-1605-7730	PARTY PRONTO INC	Halloween Howl Bouncer Rental	221490		2,274.00
100-1810-7660	CMC LIVESCAN & NOTARY SE…	Livescan Services 8/2025	6451		84.00
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 8/2025	6461		676.50
100-1610-8100	ADVANCED EXERCISE EQUIPM…	Fitness Center Gym - New Equipment and Flooring	6441		5,000.53
100-1205-7784	LOS ANGELES COUNTY SHERIF…	Prisoner Maintenance 3/2025	6462		217.30
100-1825-7631	CANON SOLUTIONS AMERICA …	Finance Mgr Printer Maint 8/23/25 - 9/22/25	221473		42.40
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 8/2025	6471		280.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 8/2025	6471		3,680.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Safety Improvements 8/2025	6471	202118-ATP Cycle 4-Professio…	375.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 8/2025	6471	202412-Prof Svc-FY24 Bike Tra…	200.00
100-1405-7969	RKA CONSULTING GROUP	FY26 LLMD Engineering Srvcs 8/2025	6471		2,165.00
100-1610-7616	SCP DISTRIBUTORS LLC	Competition Pool - Competitor Racing Lanes	6474		2,140.07
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2025	6446		88.28
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	6484		1,217.71
100-1825-7631	CANON SOLUTIONS AMERICA …	CMD Permit Tech Printer Maint 8/27/25 - 9/26/25	221473		68.81
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 9/2025	6468		157.50
100-1605-7733	CURO MANAGED PRINT PRO…	SC Community Yard Sale Banner	221478		225.42
100-1605-7733	HEULYN REGINA DUMAS-JOH…	SC Sewing Lessons 9/2025	6453		198.00
100-1205-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2025	221482		240.00
100-1205-7781	FAST 5 HOLDING COMPANY L…	Sheriff Dept Cleaning 9/2025	221482		96.00
100-1405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2025	221482		72.00
100-1410-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2025	221482		16.00
100-1605-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2025	221482		8.00
100-1405-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	221476		36.55
100-1605-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	221476		28.45
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 9/2025	6464		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 9/2025	6464		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 9/2025	6464		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 9/2025	6464		3,426.72
100-1610-7618	SUPPLY SOLUTIONS	Recycle Paper Supplies	6475		1,069.22

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	6475		2,716.05
100-1610-7652	MONROVIA LOCK SHOP	City Hall Door Lock Repair	221475		165.75
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs - Fitness Center Pool Deck Renovation	221469	202421-Prof Svcs-FC Pool Deck..	808.17
100-1605-7729	OC MARIACHI COMPANY LLC	Dia de los Muertos Entertainment 11/1/2025	221483		2,050.00
100-2125	REGIONAL TAP SERVICE CENT…	TAP Card Reload 9/2025	221492		40.00
100-1610-7652	WESTERN EXTERMINATOR C…	Facility Pest/Rodent/Mosquito Control 9/2025	6485		884.01
100-1010-7670	SOUTHERN CALIFORNIA NEWS…	Legal Advertising 9/2025	6477		1,697.03
100-1405-7800	CHARLES ABBOTT ASSOCIATES…	Building & Safety Srvcs 9/2025	6447		16,893.65
100-1805-7654	LSL, LLP	FY25 GASB 75 Entry	6463		1,432.50
100-1805-7654	LSL, LLP	FY25 Lease/SBITA Services	6463		4,400.00
100-1805-7654	LSL, LLP	FY25 GASB 101 Implementation	6463		5,065.00
100-1205-7780	SAN GABRIEL VALLEY HUMAN…	Animal Shelter Services 10/2025	6473		6,666.67
100-1815-7830	CLOUD CONNECT SOLUTIONS …	Phone-SD Wan w/VELO/SIP & E911 Bundle 11/2025	6450		1,728.18
100-1605-7730	JAG ENDEAVORS LLC	Halloween Staff T-Shirts	221487		412.80
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	6476		15.45
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2025	6479		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Switch Cloud Mgmt 11/2025	6479		399.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2025	6479		608.30
100-1815-7632	GOOGLE LLC	GsuitE-cityofduarte.ca.gov 9/1/25 - 9/30/25	BD26-0414		2,457.00
100-1610-7652	IMS REFRIGERATION INC	City Yard Ice Machine Service/Repair	6458		462.68
100-1205-7655	THOMSON REUTERS-WEST P…	EOC Software 9/2025	6480		237.71
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Services 10/2025	6440		6,740.00
100-1610-7618	SUPPLY SOLUTIONS	Recycled Paper Products	6475		290.37
100-1015-7684	CIVICA LAW GROUP, APC	1318 Galen St Code Enforcement Legal 9/2025	6449		780.80
100-1015-7684	CIVICA LAW GROUP, APC	General Code Enforcement Legal 9/2025	6449		7,788.90
100-1015-7684	CIVICA LAW GROUP, APC	Markson v County of LA Legal 9/2025	6449		1,953.10
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 9/2025	6449		11,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Costs (Expenses) 9/2025	6449		78.03
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 10/1/2025 - 10/31/2025	BD25-0418		604.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 10/1/2025 - 10/31/2025	BD25-0417		618.20
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Routine Call	6442		136.00
100-1610-7652	AIR-TRO INC	City Yard Bldg HVAC Routine Call	6442		136.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Routine Call	6442		368.00
100-1810-7614	STAPLES	HR Printer Toner	6478		274.02
100-1825-7613	STAPLES	Copier Paper	6478		82.77
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q3 2025	221472		169.00
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q3 2025	221479		550.60
100-5004	DEPARTMENT OF CONSERVAT…	Local Agency Fee Q3 2025	221479		-27.53
100-5004	CALIFORNIA BUILDING STAND…	Local Gov't Retainer Q3 2025	221472		-16.90
100-1020-7717	RIGHT OF WAY INC	Route 66 Parade TCP & Closure	221493		10,868.80
100-1410-8030	MORBARK LLC	PDI	6465		675.00
100-1410-8030	MORBARK LLC	Delivery	6465		500.00
100-1410-8030	MORBARK LLC	Discount	6465		-8,012.55
100-1410-8030	MORBARK LLC	BVR 13 Brush Chipper Unit	6465		69,589.04
100-1205-7779	CMC LIVESCAN & NOTARY SE…	Livescan Services 9/2025	6451	202418-FY23-26-Exp-Tutors,S…	84.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 9/2025	6451		168.00
100-1610-7652	CHARLIE'S FENCE CO	Fitness Ctr Pool Fence Repair	221495		595.00
100-1605-7636	CURO MANAGED PRINT PRO...	SC Part Time Employee Name Badge	221478		8.56
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	6457		861.13
100-1610-7652	POST ALARM SYSTEMS	CH/CC/Yard Alarm Monitoring 11/2025	6470		156.07
100-1205-7650	ENTERPRISE FM TRUST	Vehicle 29 Toll Program Fee	BD26-0419		2.15
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		850.24
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 DMV Fee	BD26-0419		120.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 DMV Fee	BD26-0419		120.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Tax On Incentive	BD26-0419		210.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Tax On Incentive	BD26-0419		210.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 9/22/2025 - 9/30/2025	BD26-0419		255.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 9/22/2025 - 9/30/2025	BD26-0419		255.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 10/2025	BD26-0419		259.83
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		398.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		400.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 31 Returned (Maintenance)	BD26-0419		-92.58
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		557.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		568.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		703.61
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		851.37
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 10/01/2025 - 10/31/2025	BD26-0419		477.31
100-1825-7631	CANON SOLUTIONS AMERICA ...	P & R Printer Maint 9/4/25 - 10/3/25	221473		72.59
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Cleaning 10/4/2025	6459		165.00
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Cleaning 10/4/2025	6459		165.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7610	BRIAN VILLALOBOS	CJPIA Conference Expense Reimbursement	6482		158.60
100-1815-7980	THE TECHNOLOGY DEPOT INC	Ruckus Switch-TC Cameras	6479		2,491.18
100-1610-7652	ALBERTOS PLUMBING	ROP Playground Drinking Fountain Repair	6443		892.30
100-1605-7732	KELLY BARNES	City Picnic Table Flowers	6445		89.61
100-1205-7980	AIDA TORRES	Public Safety Outreach Event Reimbursement	6481		169.00
100-1205-7779	AIDA TORRES	DART Volunteer Event Reimbursement	6481		54.35
100-1205-7980	CURO MANAGED PRINT PRO…	Toy Drive Yard Signs	221478		179.35
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 10/2025	6454		188.00
100-1205-7781	LOS ANGELES COUNTY SHERIF…	Sheriff Contract 9/2025	6462		481,469.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6448		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6448		4.15
100-1205-7980	AIDA TORRES	Red Ribbon Event Supplies Reimbursement	6481		146.69
100-1205-7783	AIDA TORRES	A-Team Kid's Empire Event Reimbursement	6481		1,010.37
100-1205-7779	AIDA TORRES	DART Parade Help/Escape Room/A-Team Help	6481		537.53
100-1815-7632	OKTA INC	Identity Service Provider 10/31/2025 - 10/30/2026	6467		20,167.04
100-1810-7610	KRISTEN PETERSEN	CJPIA Conference 10/1/25 - 10/3/25 Reimbursement	6469		235.60
100-1810-7611	KRISTEN PETERSEN	Supervisor Training Snacks 9/25/2025	6469		65.57
100-1010-7980	DUARTE CHAMBER OF COMM…	(14) Mayor's Prayer Breakfast Tickets	6452		395.00
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	6475		128.95
100-1610-7650	CITY OF MONROVIA	Facility Maint Dept Fuel 7/2025	221489		635.08
100-1410-7650	CITY OF MONROVIA	Field Services Dept Fuel 7/2025	221489		1,248.96
100-1605-7650	CITY OF MONROVIA	Parks & Rec Dept Fuel 7/2025	221489		448.08
100-1205-7650	CITY OF MONROVIA	Public Safety Dept Fuel 7/2025	221489		2,051.30
100-1205-7781	CITY OF MONROVIA	Sheriff Dept Fuel 7/2025	221489		4,023.86
100-1405-7650	CITY OF MONROVIA	CMD Dept Fuel 7/2025	221489		96.35
100-1815-7980	THE TECHNOLOGY DEPOT INC	Domain Change Support	6479		926.25
100-1020-7717	ALLIANT INSURANCE SERVICES	Special Event Insurance Q3 2025	6444		263.00
100-2123	ALLIANT INSURANCE SERVICES	Special Event Insurance Q3 2025	6444		261.00
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q3 2025	221480		131.60
100-1410-7650	WARDS SERVICE	Unit #15 Strobe Light Install	6483		762.01
100-1205-7614	STAPLES	PS Copier Paper	6478		332.61
100-1605-7636	CURO MANAGED PRINT PRO…	Part Time Employee Nam…	221478		94.20
100-1205-7612	CALIFORNIA ASSOCIATION OF…	Larry Breceda Membership Dues	221471		100.00
100-1605-7733	SMART & FINAL	SC Halloween Candy	6476		124.94
100-1610-7618	SMART & FINAL	SC Coffee Supplies	6476		162.96
100-1405-7612	COUNTY OF LOS ANGELES REG…	NOD-Andres Duarte School (Second Reading)	221466		75.00
100-1405-8100	FS CONTRACTORS INC	Change Order 2	6455	202416-Cap Improv-Huntingt…	69,560.00
100-1405-8100	FS CONTRACTORS INC	Huntington Dr Median Islands Landscape Improvement	6455	202416-Cap Improv-Huntingt…	20,000.00
100-1405-8100	FS CONTRACTORS INC	Change Order 11	6455	202416-Cap Improv-Huntingt…	122,745.00
100-1405-8100	FS CONTRACTORS INC	Change Order 9	6455	202416-Cap Improv-Huntingt…	4,840.00
100-2127	FS CONTRACTORS INC	Retention-Huntingto Dr Median Island Improvements	6455	202416-Retention-Huntington…	-10,857.25
100-1205-8100	A&B MAINTENANCE AND GEN…	Public Safety Painting & Cleaning	221467		8,750.00
100-1605-7733	DUARTE PETTY CASH/BINGO …	SC Bingo Prize Money	221481		165.00
100-1605-7733	SONICBOOM DJ Rudy	SC Monthy Dance DJ	221474		175.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7729	RMH DANCE	Dia de los Muertos Sound/Stage/Dance Floor	221486		3,500.00
100-2120	MARIO BALDERRAMA	SC Rent Deposit Refund 10/4/2025	221470		500.00
100-2120	ARACELI TRINIDAD	TC Rent Deposit Refund 10/4/2025	221496		300.00
100-2120	MARIANA GONZALEZ	ROP Bldg Rent Deposit Refund 10/4/2025	221484		150.00
100-2120	TIM LANG	SC Rent Deposit Refund 10/11/2025	221488		500.00
100-1010-7980	ALBERT NUNEZ	Arts Ad Hoc Committee Meeting Reimbursement	6466		144.98
100-1605-7636	CURO MANAGED PRINT PRO…	Part Time Employee Nam…	221478		17.13
100-1205-7779	AIDA TORRES	DART Event 10/12/25 Expense Reimbursement	6481		556.63
100-1205-7783	AIDA TORRES	A-Team Event 10/9/25 Expense Reimbursement	6481		1,641.42
100-1205-7980	AIDA TORRES	Red Ribbon Week Supplies Reimbursement	6481		22.08
100-1610-7652	IMS REFRIGERATION INC	Senior Ctr Ice Machine Service/Repair	6458		462.68
100-1610-7652	IMS REFRIGERATION INC	Cmty Ctr Ice Machine Service/Repair	6458		462.68
				Fund 100 - GENERAL FUND Total:	**952,103.02**
Fund: 220 - GAS TAX FUN					
220-2127	HARDY & HARPER INC	Retention-FY25 Citywide Asphalt Repair Project	221485	202510-Retention-Trench/As…	4,218.24
				Fund 220 - GAS TAX FUN Total:	**4,218.24**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2434-7887	ACOSTA GROWERS INC	Citrus Villas LLD Plant Replacement	221468		83.06
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 9/2025	6464		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 9/2025	6464		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (13) Landscape Maintenance 9/2025	6464		15,265.88
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 9/2025	6464		459.54
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 9/2025	6464		8,312.45
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 9/2025	6464		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		1,175.00

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	6464		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 9/2025	6464		708.33
240-2410-7891	LANDSCAPE WAREHOUSE INC	Duarte Rd Median Irrigation Repairs	6460		170.24
			Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:		**40,619.97**
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7785	LOS ANGELES COUNTY SHERIF...	Specialized Patrol Operation 8/17/2025	6462		594.52
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 9/2025	6462		13,191.67
			Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:		**13,786.19**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 10/01/2025 - 10/31/2025	BD26-0419		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 10/01/2025 - 10/31/2025	BD26-0419		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Returned (Lease)	BD26-0419		-919.74
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 10/01/2025 - 10/31/2025	BD26-0419		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 10/01/2025 - 10/31/2025	BD26-0419		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 10/01/2025 - 10/31/2025	BD26-0419		429.95
			Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:		**1,693.01**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	78th Installment of 3rd Bus 9/2025	6456		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2025	6456		24,195.12
440-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2025	6456		-982.87
440-4405-7614	STAPLES	Transit Printer Toner	6478		118.09
			Fund 440 - PROPOSITION A TRANSIT FUND Total:		**27,217.39**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	221482		48.00
460-4605-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	221476		114.92
460-4605-8013	FOOTHILL TRANSIT	78th Installment of 3rd Bus 9/2025	6456		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2025	6456		19,796.01
460-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2025	6456		-804.17
460-4605-7650	CITY OF MONROVIA	Transporation Dept Fuel 7/2025	221489		585.35
			Fund 460 - PROPOSITION C TRANSIT FUND Total:		**22,920.42**
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	6472		7,143.50
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	6472		6,397.75
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	6472		7,418.25
			Fund 470 - MEASURE R LR TRANSIT FUND Total:		**20,959.50**
				Grand Total:	**1,083,517.74**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	952,103.02
220 - GAS TAX FUN	4,218.24
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	40,619.97
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	13,786.19
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,693.01
440 - PROPOSITION A TRANSIT FUND	27,217.39
460 - PROPOSITION C TRANSIT FUND	22,920.42
470 - MEASURE R LR TRANSIT FUND	20,959.50
Grand Total:	**1,083,517.74**

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7610	Travel, Mtgs & Conf	158.60
100-1010-7670	Legal Notices	1,697.03
100-1010-7980	Other Expenses	539.98
100-1015-7684	Code Enforcement Legal	21,600.83
100-1020-7717	Route 66 Parade	11,131.80
100-1020-7724	Post Office Parking	312.00
100-1205-7612	Publications and Dues	100.00
100-1205-7614	Office Supplies	332.61
100-1205-7650	Vehicle Maintenance	2,293.45
100-1205-7655	Emergency Services	237.71
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	1,232.51
100-1205-7780	Animal Control	6,824.17
100-1205-7781	Contract Law Enforceme…	485,589.17
100-1205-7783	A-Team Program	9,391.79
100-1205-7784	Prisoner Maintenance	217.30
100-1205-7980	Other Expenses	517.12
100-1205-8100	Other Capital Acquisitions	8,750.00
100-1405-7612	Publications and Dues	75.00
100-1405-7650	Vehicle Maintenance	204.90
100-1405-7800	Building Department Ser…	18,116.05
100-1405-7965	Professional Services	1,251.50
100-1405-7969	City Engineer	6,125.00
100-1405-8100	Other Capital Improvem…	217,145.00
100-1410-7650	Vehicle Maintenance	2,026.97
100-1410-7815	Brush Clearance	2,156.00
100-1410-8030	Other Equipment (Capita…	62,751.49
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7636	Uniforms	119.89
100-1605-7650	Vehicle Maintenance	484.53
100-1605-7729	Concerts In The Park	5,550.00
100-1605-7730	Special Events	3,636.80
100-1605-7732	City Picnic	89.61
100-1605-7733	Senior Center	1,038.36
100-1605-7735	Teen Center	15.45
100-1605-7965	Professional Services	808.17
100-1610-7616	Pool Supplies	2,140.07
100-1610-7617	Pool Chemicals	861.13
100-1610-7618	Building Supplies	5,585.26
100-1610-7636	Uniforms	30.85
100-1610-7650	Vehicle Maintenance	635.08
100-1610-7652	Building Maint Services	5,243.32
100-1610-8100	Other Capital Improvem…	5,000.53
100-1805-7654	Audit Services	10,897.50
100-1805-7965	Professional Services	8,500.00

Account Summary

Account Number	Account Name	Payment Amount
100-1810-7610	Travel, Mtgs & Conf	235.60
100-1810-7611	Training	65.57
100-1810-7614	Office Supplies	274.02
100-1810-7660	Other Services	252.00
100-1815-7632	Software	22,624.04
100-1815-7821	Network & Internet Serv…	1,007.50
100-1815-7830	Telephone Services	2,192.38
100-1815-7980	Other Expenses	3,417.43
100-1825-7613	Duplications And Photos	82.77
100-1825-7631	Equipment Maintenance	183.80
100-1830-8100	Vehicle Replacement (C…	15,137.86
100-2012	Green Building Fees Pay…	169.00
100-2013	Strong Motions Fees Pay…	550.60
100-2120	Refundable Deposits	1,450.00
100-2122	Disability Access & Educ …	131.60
100-2123	Special Event Insurance …	261.00
100-2125	Metro Pass Through (TA…	40.00
100-2127	Retention Payable	-10,857.25
100-5004	Other Revenue	-44.43
220-2127	Retention Payable	4,218.24
240-2410-7891	Repairs-Medians	170.24
240-2410-7915	Landscape-Citywide	19,509.19
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	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
240-2434-7887	Repairs & Replacements	83.06
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…	13,191.67
290-2905-7785	Special Events Patrol	594.52
320-3205-8013	Vehicles (Capital)	1,693.01
440-4405-7614	Office Supplies	118.09
440-4405-7960	Foothill Transit Operatio…	24,195.12
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-982.87
460-4605-7650	Vehicle Maintenance	748.27
460-4605-7960	Foothill Tranist Operatio…	19,796.01
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-804.17
470-4705-8060	Sidewalk/Concrete Repai…	20,959.50
	Grand Total:	**1,083,517.74**

Project Account Summary

Project Account Key	Payment Amount
None	871,544.58
202118-ATP Cycle 4-Professional Svcs	375.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	200.00

Project Account Summary

Project Account Key	Payment Amount
202416-Cap Improv-Huntington Dr Median Landscape	217,145.00
202416-Retention-Huntington Drive Median Landscape	-10,857.25
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	84.00
202421-Prof Svcs-FC Pool Deck Renovation	808.17
202510-Retention-Trench/Asphalt Repair Proj- FY25	4,218.24
Grand Total:	**1,083,517.74**

Council Warrant Register By Vendor
By Fund

City of Duarte

Payment Dates 10/16/2025 - 10/29/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6815 - A&B MAINTENANCE AND GENERAL CONTRACTORS					
100-1205-8100	A&B MAINTENANCE AND GEN…	Public Safety Painting & Cleaning	2267		8,750.00
				Vendor 6815 - A&B MAINTENANCE AND GENERAL CONTRACTORS Total:	**8,750.00**
Vendor: 4347 - ADVANCED HEALTHSTYLES FITNESS EQUIPMENT INC					
100-1610-8100	ADVANCED EXERCISE EQUIPM…	Fitness Center Gym - New Equipment and Flooring	52268		5,000.53
				Vendor 4347 - ADVANCED HEALTHSTYLES FITNESS EQUIPMENT INC Total:	**5,000.53**
Vendor: 1388 - AIDA TORRES					
100-1205-7980	AIDA TORRES	Public Safety Outreach Event Reimbursement	10/01/2025		169.00
100-1205-7779	AIDA TORRES	DART Volunteer Event Reimbursement	10/05/2025		54.35
100-1205-7980	AIDA TORRES	Red Ribbon Event Supplies Reimbursement	9/11/2025		146.69
100-1205-7783	AIDA TORRES	A-Team Kid's Empire Event Reimbursement	9/25/2025		1,010.37
100-1205-7779	AIDA TORRES	DART Parade Help/Escape Room/A-Team Help	9/25/25-9/28/25		537.53
100-1205-7779	AIDA TORRES	DART Event 10/12/25 Expense Reimbursement	October 2025		556.63
100-1205-7783	AIDA TORRES	A-Team Event 10/9/25 Expense Reimbursement	October 2025		1,641.42
100-1205-7980	AIDA TORRES	Red Ribbon Week Supplies Reimbursement	October 2025		22.08
				Vendor 1388 - AIDA TORRES Total:	**4,138.07**
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Routine Call	460101		136.00
100-1610-7652	AIR-TRO INC	City Yard Bldg HVAC Routine Call	460102		136.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Routine Call	460103		368.00
				Vendor 2061 - AIR-TRO INC Total:	**640.00**
Vendor: 6449 - ALBERT NUNEZ					
100-1010-7980	ALBERT NUNEZ	Arts Ad Hoc Committee Meeting Reimbursement	10/21/2025		144.98
				Vendor 6449 - ALBERT NUNEZ Total:	**144.98**
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	ROP Playground Drinking Fountain Repair	682185		892.30
				Vendor 5561 - ALBERTOS PLUMBING Total:	**892.30**
Vendor: 1311 - ALLIANT INSURANCE SERVICES INC-NPB MAIN					
100-1020-7717	ALLIANT INSURANCE SERVICES	Special Event Insurance Q3 2025	3271296		263.00
100-2123	ALLIANT INSURANCE SERVICES	Special Event Insurance Q3 2025	3271296		261.00
				Vendor 1311 - ALLIANT INSURANCE SERVICES INC-NPB MAIN Total:	**524.00**
Vendor: 5505 - AQUATIC DESIGN GROUP INC					
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs - Fitness Center Pool Deck Renovation	34619	202421-Prof Svcs-FC Pool Deck..	808.17
				Vendor 5505 - AQUATIC DESIGN GROUP INC Total:	**808.17**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4842 - ARACELI TRINIDAD					
100-2120	ARACELI TRINIDAD	TC Rent Deposit Refund 10/4/2025	R109633		300.00
				Vendor T4842 - ARACELI TRINIDAD Total:	**300.00**
Vendor: 1003 - BRIAN VILLALOBOS					
100-1010-7610	BRIAN VILLALOBOS	CJPIA Conference Expense Reimbursement	10/01/25-/10/03/25		158.60
				Vendor 1003 - BRIAN VILLALOBOS Total:	**158.60**
Vendor: 3981 - CACEO					
100-1205-7612	CALIFORNIA ASSOCIATION OF…	Larry Breceda Membership Dues	300022549		100.00
				Vendor 3981 - CACEO Total:	**100.00**
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2025	187575		88.28
				Vendor 5559 - CALE AMERICA INC Total:	**88.28**
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q3 2025	7/2025 - 9/2025		169.00
100-5004	CALIFORNIA BUILDING STAND…	Local Gov't Retainer Q3 2025	7/2025 - 9/2025		-16.90
				Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:	**152.10**
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA …	Finance Mgr Printer Maint 8/23/25 - 9/22/25	6013329971		42.40
100-1825-7631	CANON SOLUTIONS AMERICA …	CMD Permit Tech Printer Maint 8/27/25 - 9/26/25	6013379348		68.81
100-1825-7631	CANON SOLUTIONS AMERICA …	P & R Printer Maint 9/4/25 - 10/3/25	6013511137		72.59
				Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:	**183.80**
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7730	DJ PHIL PEREZ	Halloween Howl DJ 10/31/2025	45961		950.00
				Vendor 6357 - CARLOS FELIPE PEREZ Total:	**950.00**
Vendor: 6592 - CGAA INC					
100-1405-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	1031		36.55
100-1605-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	1031		28.45
				Vendor 6592 - CGAA INC Total:	**65.00**
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES…	Building & Safety Srvcs 9/2025	69422		16,893.65
				Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:	**16,893.65**
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLIE'S FENCE CO	Fitness Ctr Pool Fence Repair	10032025		595.00
				Vendor 2025 - CHARLES R SIMPSON Total:	**595.00**
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4245810357		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4245810357		4.15
				Vendor 5140 - CINTAS CORPORATION #693 Total:	**35.00**
Vendor: 0903 - CITY OF MONROVIA					
100-1610-7650	CITY OF MONROVIA	Facility Maint Dept Fuel 7/2025	2600465		635.08
100-1410-7650	CITY OF MONROVIA	Field Services Dept Fuel 7/2025	2600466		1,248.96
100-1605-7650	CITY OF MONROVIA	Parks & Rec Dept Fuel 7/2025	2600467		448.08
100-1205-7650	CITY OF MONROVIA	Public Safety Dept Fuel 7/2025	2600468		2,051.30
100-1205-7781	CITY OF MONROVIA	Sheriff Dept Fuel 7/2025	2600469		4,023.86
100-1405-7650	CITY OF MONROVIA	CMD Dept Fuel 7/2025	2600471		96.35
				Vendor 0903 - CITY OF MONROVIA Total:	**8,503.63**
Vendor: 6483 - CIVICA LAW GROUP, APC					
100-1015-7684	CIVICA LAW GROUP, APC	1318 Galen St Code Enforcement Legal 9/2025	17523		780.80

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1015-7684	CIVICA LAW GROUP, APC	General Code Enforcement Legal 9/2025	17524		7,788.90
100-1015-7684	CIVICA LAW GROUP, APC	Markson v County of LA Legal 9/2025	17525		1,953.10
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations 9/2025	17526		11,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Costs (Expenses) 9/2025	17527		78.03
				Vendor 6483 - CIVICA LAW GROUP, APC Total:	**21,600.83**
Vendor: 6123 - CLIMATEC LLC					
100-1805-7965	CLIMATEC LLC	FY25 Annual Measurement/Verification Report	990001509		8,500.00
				Vendor 6123 - CLIMATEC LLC Total:	**8,500.00**
Vendor: 6544 - CLOUD CONNECT SOLUTIONS INC					
100-1815-7830	CLOUD CONNECT SOLUTIONS …	Phone-SD Wan w/VELO/SIP & E911 Bundle 11/2025	1553		1,728.18
				Vendor 6544 - CLOUD CONNECT SOLUTIONS INC Total:	**1,728.18**
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1810-7660	CMC LIVESCAN & NOTARY SE…	Livescan Services 8/2025	CMC18074-83025		84.00
100-1205-7779	CMC LIVESCAN & NOTARY SE…	Livescan Services 9/2025	CMC18078	202418-FY23-26-Exp-Tutors,S…	84.00
100-1810-7660	CMC LIVESCAN & NOTARY SE…	Livescan Services 9/2025	CMC18078		168.00
				Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:	**336.00**
Vendor: 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK					
100-1405-7612	COUNTY OF LOS ANGELES REG…	NOD-Andres Duarte School (Second Reading)	10152025		75.00
				Vendor 0692 - COUNTY OF LA REGISTRAR-RECORDER/COUNTY CLERK Total:	**75.00**
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRO…	SC Community Yard Sale Banner	104145		225.42
100-1605-7636	CURO MANAGED PRINT PRO…	SC Part Time Employee Name Badge	104169		8.56
100-1205-7980	CURO MANAGED PRINT PRO…	Toy Drive Yard Signs	104193		179.35
100-1605-7636	CURO MANAGED PRINT PRO…	Part Time Employee Nam…	104208		94.20
100-1605-7636	CURO MANAGED PRINT PRO…	Part Time Employee Nam…	104240		17.13
				Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:	**524.66**
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	MONROVIA LOCK SHOP	City Hall Door Lock Repair	25730		165.75
				Vendor 5025 - DARRELL RAY CARROLL Total:	**165.75**
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q3 2025	7/2025 - 9/2025		550.60
100-5004	DEPARTMENT OF CONSERVAT…	Local Agency Fee Q3 2025	7/2025 - 9/2025		-27.53
				Vendor 5132 - DEPARTMENT OF CONSERVATION Total:	**523.07**
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q3 2025	7/2025 - 9/2025		131.60
				Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:	**131.60**
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1010-7980	DUARTE CHAMBER OF COMM…	(14) Mayor's Prayer Breakfast Tickets	15020		395.00
				Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:	**395.00**
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY					
100-1605-7733	DUARTE PETTY CASH/BINGO …	SC Bingo Prize Money	10/2025		165.00
				Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY Total:	**165.00**
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1205-7650	ENTERPRISE FM TRUST	Vehicle 29 Toll Program Fee	FBN5452725		2.15
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		477.31
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		784.34

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		568.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		557.10
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		400.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		850.24
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 31 Returned (Maintenance)	FBN5452725		-92.58
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 DMV Fee	FBN5452725		120.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 DMV Fee	FBN5452725		120.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Tax On Incentive	FBN5452725		210.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Tax On Incentive	FBN5452725		210.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 9/22/2025 - 9/30/2025	FBN5452725		255.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 9/22/2025 - 9/30/2025	FBN5452725		255.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 10/2025	FBN5452725		259.83
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		398.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		851.37
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 10/01/2025 - 10/31/2025	FBN5452725		703.61
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**15,140.01**
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 10/2025	1084042		188.00
				Vendor 1357 - EXECUTIVE ELEVATOR INC Total:	**188.00**
Vendor: 5761 - EXTRASPACE STORAGE 3426					
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 10/1/2025 - 10/31/2025	325297420		604.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 10/1/2025 - 10/31/2025	325299682		618.20
				Vendor 5761 - EXTRASPACE STORAGE 3426 Total:	**1,222.40**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	00694		240.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Cleaning 9/2025	00694		96.00

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	00694		72.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	00694		16.00
100-1605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	00694		8.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**432.00**
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	154195		861.13
				Vendor 4690 - FULLER ENGINEERING INC Total:	**861.13**
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	GsuitE-cityofduarte.ca.gov 9/1/25 - 9/30/25	5372396468		2,457.00
				Vendor 6181 - GOOGLE LLC Total:	**2,457.00**
Vendor: 6002 - HEULYN REGINA DUMAS-JOHNSON					
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Lessons 9/2025	SC-9/2025		198.00
				Vendor 6002 - HEULYN REGINA DUMAS-JOHNSON Total:	**198.00**
Vendor: 1614 - IMS REFRIGERATION INC					
100-1610-7652	IMS REFRIGERATION INC	City Yard Ice Machine Service/Repair	57760		462.68
100-1610-7652	IMS REFRIGERATION INC	Senior Ctr Ice Machine Service/Repair	57762		462.68
100-1610-7652	IMS REFRIGERATION INC	Cmty Ctr Ice Machine Service/Repair	57763		462.68
				Vendor 1614 - IMS REFRIGERATION INC Total:	**1,388.04**
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Cleaning 10/4/2025	997168		165.00
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Cleaning 10/4/2025	997169		165.00
				Vendor 6309 - INX BUILDING MAINTENANCE Total:	**330.00**
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7730	JAG ENDEAVORS LLC	Halloween Staff T-Shirts	1989		412.80
				Vendor 6031 - JAG ENDEAVORS LLC Total:	**412.80**
Vendor: 5406 - JOSE ANGEL FIERROS					
100-1405-8100	FS CONTRACTORS INC	Change Order 11	3666	202416-Cap Improv-Huntingt...	122,745.00
100-1405-8100	FS CONTRACTORS INC	Change Order 9	3666	202416-Cap Improv-Huntingt...	4,840.00
100-1405-8100	FS CONTRACTORS INC	Huntington Dr Median Islands Landscape Improvement	3666	202416-Cap Improv-Huntingt...	20,000.00
100-1405-8100	FS CONTRACTORS INC	Change Order 2	3666	202416-Cap Improv-Huntingt...	69,560.00
100-2127	FS CONTRACTORS INC	Retention-Huntingto Dr Median Island Improvements	3666	202416-Retention-Huntington...	-10,857.25
				Vendor 5406 - JOSE ANGEL FIERROS Total:	**206,287.75**
Vendor: 3643 - KELLY BARNES					
100-1605-7732	KELLY BARNES	City Picnic Table Flowers	9/26/2025		89.61
				Vendor 3643 - KELLY BARNES Total:	**89.61**
Vendor: 1592 - KRISTEN PETERSEN					
100-1810-7610	KRISTEN PETERSEN	CJPIA Conference 10/1/25 - 10/3/25 Reimbursement	100825		235.60
100-1810-7611	KRISTEN PETERSEN	Supervisor Training Snacks 9/25/2025	100825		65.57
				Vendor 1592 - KRISTEN PETERSEN Total:	**301.17**
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 8/2025	8747		676.50
				Vendor 5438 - LDM ASSOCIATES INC Total:	**676.50**
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7784	LOS ANGELES COUNTY SHERIF...	Prisoner Maintenance 3/2025	260444JL		217.30
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 9/2025	260492TZ		481,469.31
				Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:	**481,686.61**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4086 - LSL, LLP					
100-1805-7654	LSL, LLP	FY25 GASB 75 Entry	70707		1,432.50
100-1805-7654	LSL, LLP	FY25 GASB 101 Implementation	70708		5,065.00
100-1805-7654	LSL, LLP	FY25 Lease/SBITA Services	70708		4,400.00
				Vendor 4086 - LSL, LLP Total:	**10,897.50**
Vendor: T4728 - MARIANA GONZALEZ					
100-2120	MARIANA GONZALEZ	ROP Bldg Rent Deposit Refund 10/4/2025	R109647		150.00
				Vendor T4728 - MARIANA GONZALEZ Total:	**150.00**
Vendor: T3447 - MARIO BALDERRAMA					
100-2120	MARIO BALDERRAMA	SC Rent Deposit Refund 10/4/2025	R109462		500.00
				Vendor T3447 - MARIO BALDERRAMA Total:	**500.00**
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 9/2025	116157		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 9/2025	116157		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 9/2025	116157		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 9/2025	116157		3,426.72
				Vendor 4434 - MARIPOSA LANDSCAPES INC Total:	**5,894.72**
Vendor: 6804 - MORBARK LLC					
100-1410-8030	MORBARK LLC	BVR 13 Brush Chipper Unit	9682167		69,589.04
100-1410-8030	MORBARK LLC	PDI	9682167		675.00
100-1410-8030	MORBARK LLC	Delivery	9682167		500.00
100-1410-8030	MORBARK LLC	Discount	9682167		-8,012.55
				Vendor 6804 - MORBARK LLC Total:	**62,751.49**
Vendor: 6124 - OKTA INC					
100-1815-7632	OKTA INC	Identity Service Provider 10/31/2025 - 10/30/2026	INV307936		20,167.04
				Vendor 6124 - OKTA INC Total:	**20,167.04**
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 9/2025	87172		157.50
				Vendor 6280 - ONLY CREMATIONS FOR PETS Total:	**157.50**
Vendor: 6814 - OSCAR GARIBAY					
100-1605-7729	OC MARIACHI COMPANY LLC	Dia de los Muertos Entertainment 11/1/2025	487		2,050.00
				Vendor 6814 - OSCAR GARIBAY Total:	**2,050.00**
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7730	PARTY PRONTO INC	Halloween Howl Bouncer Rental	O45464		2,274.00
				Vendor 6286 - PARTY PRONTO INC Total:	**2,274.00**
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/CC/Yard Alarm Monitoring 11/2025	1850348		156.07
				Vendor 2466 - POST ALARM SYSTEMS Total:	**156.07**
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Services 10/2025	TRA-19		6,740.00
				Vendor 6652 - RAYMOND ABERNATHY Total:	**6,740.00**
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENT…	TAP Card Reload 9/2025	6025914		40.00
				Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:	**40.00**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T2874 - RIGHT OF WAY INC					
100-1020-7717	RIGHT OF WAY INC	Route 66 Parade TCP & Closure	75426		10,868.80
				Vendor T2874 - RIGHT OF WAY INC Total:	**10,868.80**
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 8/2025	36420		280.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 8/2025	36421		3,680.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Safety Improvements 8/2025	36422	202118-ATP Cycle 4-Professio…	375.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 8/2025	36423	202412-Prof Svc-FY24 Bike Tra…	200.00
100-1405-7969	RKA CONSULTING GROUP	FY26 LLMD Engineering Srvcs 8/2025	36424		2,165.00
				Vendor 0904 - RKA CONSULTING GROUP Total:	**6,700.00**
Vendor: 6293 - RODOLFO CARDENAS					
100-1605-7733	SONICBOOM DJ Rudy	SC Monthy Dance DJ	10/23/2025		175.00
				Vendor 6293 - RODOLFO CARDENAS Total:	**175.00**
Vendor: 6811 - RUDY HERNANDEZ					
100-1605-7729	RMH DANCE	Dia de los Muertos Sound/Stage/Dance Floor	11/01/2025		3,500.00
				Vendor 6811 - RUDY HERNANDEZ Total:	**3,500.00**
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN…	Animal Shelter Services 10/2025	10/2025D		6,666.67
				Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:	**6,666.67**
Vendor: 4909 - SCP DISTRIBUTORS LLC					
100-1610-7616	SCP DISTRIBUTORS LLC	Competition Pool - Competitor Racing Lanes	71687640		2,140.07
				Vendor 4909 - SCP DISTRIBUTORS LLC Total:	**2,140.07**
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SUPPLY SOLUTIONS	Recycle Paper Supplies	150235		1,069.22
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	150236		2,716.05
100-1610-7618	SUPPLY SOLUTIONS	Recycled Paper Products	150851		290.37
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	150236-01		128.95
				Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:	**4,204.59**
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	271533		15.45
100-1605-7733	SMART & FINAL	SC Halloween Candy	607311		124.94
100-1610-7618	SMART & FINAL	SC Coffee Supplies	933077		162.96
				Vendor 0209 - SMART & FINAL Total:	**303.35**
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS…	Legal Advertising 9/2025	626788		1,697.03
				Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:	**1,697.03**
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1810-7614	STAPLES	HR Printer Toner	6044338546		274.02
100-1825-7613	STAPLES	Copier Paper	6044338546		82.77
100-1205-7614	STAPLES	PS Copier Paper	6044956872		332.61
				Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:	**689.40**
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2025	29383		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Switch Cloud Mgmt 11/2025	29402		399.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2025	29403		608.30
100-1815-7980	THE TECHNOLOGY DEPOT INC	Ruckus Switch-TC Cameras	29434		2,491.18
100-1815-7980	THE TECHNOLOGY DEPOT INC	Domain Change Support	29449		926.25
				Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:	**4,889.13**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC "Hannah and Her Sisters" Screening/Presentation	10/23/2025		150.00
				Vendor 5544 - THEODORE SIEGEL Total:	**150.00**
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 9/2025	852604711		237.71
				Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:	**237.71**
Vendor: T4657 - TIM LANG					
100-2120	TIM LANG	SC Rent Deposit Refund 10/11/2025	R109762		500.00
				Vendor T4657 - TIM LANG Total:	**500.00**
Vendor: 6113 - WARDS SERVICE					
100-1410-7650	WARDS SERVICE	Unit #15 Strobe Light Install	100530		762.01
				Vendor 6113 - WARDS SERVICE Total:	**762.01**
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Building Maintenance Supplies	83535915		1,217.71
				Vendor 0237 - WAXIE SANITARY SUPPLY Total:	**1,217.71**
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C...	Facility Pest/Rodent/Mosquito Control 9/2025	606468C		884.01
				Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:	**884.01**
				Fund 100 - GENERAL FUND Total:	**952,103.02**
Fund: 220 - GAS TAX FUN					
Vendor: 4709 - HARDY & HARPER INC					
220-2127	HARDY & HARPER INC	Retention-FY25 Citywide Asphalt Repair Project	24569 RET	202510-Retention-Trench/As...	4,218.24
				Vendor 4709 - HARDY & HARPER INC Total:	**4,218.24**
				Fund 220 - GAS TAX FUN Total:	**4,218.24**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 5210 - ACOSTA GROWERS INC					
240-2434-7887	ACOSTA GROWERS INC	Citrus Villas LLD Plant Replacement	52600		83.06
				Vendor 5210 - ACOSTA GROWERS INC Total:	**83.06**
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2410-7891	LANDSCAPE WAREHOUSE INC	Duarte Rd Median Irrigation Repairs	2510-531417		170.24
				Vendor 3968 - LANDSCAPE WAREHOUSE III Total:	**170.24**
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (13) Landscape Maintenance 9/2025	116157		15,265.88
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 9/2025	116157		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 9/2025	116157		1,509.99
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 9/2025	116157		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 9/2025	116157		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		775.01

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 9/2025	116157		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 9/2025	116157		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 9/2025	116157		708.33
				Vendor 4434 - MARIPOSA LANDSCAPES INC Total:	**40,366.67**
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**40,619.97**
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7785	LOS ANGELES COUNTY SHERIF…	Specialized Patrol Operation 8/17/2025	260591TZ		594.52
290-2905-7781	LOS ANGELES COUNTY SHERIF…	Sheriff Contract 9/2025	260492TZ		13,191.67
				Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:	**13,786.19**
				Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:	**13,786.19**
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 10/01/2025 - 10/31/2025	FBN5452725		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 10/01/2025 - 10/31/2025	FBN5452725		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 10/01/2025 - 10/31/2025	FBN5452725		429.95
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Returned (Lease)	FBN5452725		-919.74
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 10/01/2025 - 10/31/2025	FBN5452725		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 10/01/2025 - 10/31/2025	FBN5452725		681.15
				Vendor 6189 - ENTERPRISE FM TRUST Total:	**1,693.01**
				Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:	**1,693.01**
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	78th Installment of 3rd Bus 9/2025	SI010918		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2025	SI010919		24,195.12
440-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2025	SI010919		-982.87
				Vendor 3192 - FOOTHILL TRANSIT Total:	**27,099.30**
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
440-4405-7614	STAPLES	Transit Printer Toner	6044338546		118.09
				Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:	**118.09**
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**27,217.39**
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 6592 - CGAA INC					
460-4605-7650	M K FUELS	Citywide Vehicle Fuel 9/2025	1031		114.92
				Vendor 6592 - CGAA INC Total:	**114.92**

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0903 - CITY OF MONROVIA					
460-4605-7650	CITY OF MONROVIA	Transporation Dept Fuel 7/2025	2600470		585.35
				Vendor 0903 - CITY OF MONROVIA Total:	**585.35**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
460-4605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 9/2025	00694		48.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**48.00**
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	78th Installment of 3rd Bus 9/2025	SI010918		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2025	SI010919		19,796.01
460-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2025	SI010919		-804.17
				Vendor 3192 - FOOTHILL TRANSIT Total:	**22,172.15**
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**22,920.42**
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6524 - SAFE SIDEWALKS INCORPORATED					
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	COD 091125-07		7,143.50
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	COD 092425-08		6,397.75
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	COD 101325-09		7,418.25
				Vendor 6524 - SAFE SIDEWALKS INCORPORATED Total:	**20,959.50**
				Fund 470 - MEASURE R LR TRANSIT FUND Total:	**20,959.50**
				Grand Total:	**1,083,517.74**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	952,103.02
220 - GAS TAX FUN	4,218.24
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	40,619.97
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	13,786.19
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,693.01
440 - PROPOSITION A TRANSIT FUND	27,217.39
460 - PROPOSITION C TRANSIT FUND	22,920.42
470 - MEASURE R LR TRANSIT FUND	20,959.50
Grand Total:	**1,083,517.74**

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7610	Travel, Mtgs & Conf	158.60
100-1010-7670	Legal Notices	1,697.03
100-1010-7980	Other Expenses	539.98
100-1015-7684	Code Enforcement Legal	21,600.83
100-1020-7717	Route 66 Parade	11,131.80
100-1020-7724	Post Office Parking	312.00
100-1205-7612	Publications and Dues	100.00
100-1205-7614	Office Supplies	332.61
100-1205-7650	Vehicle Maintenance	2,293.45
100-1205-7655	Emergency Services	237.71
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	1,232.51
100-1205-7780	Animal Control	6,824.17
100-1205-7781	Contract Law Enforceme…	485,589.17
100-1205-7783	A-Team Program	9,391.79
100-1205-7784	Prisoner Maintenance	217.30
100-1205-7980	Other Expenses	517.12
100-1205-8100	Other Capital Acquisitions	8,750.00
100-1405-7612	Publications and Dues	75.00
100-1405-7650	Vehicle Maintenance	204.90
100-1405-7800	Building Department Ser…	18,116.05
100-1405-7965	Professional Services	1,251.50
100-1405-7969	City Engineer	6,125.00
100-1405-8100	Other Capital Improvem…	217,145.00
100-1410-7650	Vehicle Maintenance	2,026.97
100-1410-7815	Brush Clearance	2,156.00
100-1410-8030	Other Equipment (Capita…	62,751.49
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7636	Uniforms	119.89
100-1605-7650	Vehicle Maintenance	484.53
100-1605-7729	Concerts In The Park	5,550.00
100-1605-7730	Special Events	3,636.80
100-1605-7732	City Picnic	89.61
100-1605-7733	Senior Center	1,038.36
100-1605-7735	Teen Center	15.45
100-1605-7965	Professional Services	808.17
100-1610-7616	Pool Supplies	2,140.07
100-1610-7617	Pool Chemicals	861.13
100-1610-7618	Building Supplies	5,585.26
100-1610-7636	Uniforms	30.85
100-1610-7650	Vehicle Maintenance	635.08
100-1610-7652	Building Maint Services	5,243.32
100-1610-8100	Other Capital Improvem…	5,000.53
100-1805-7654	Audit Services	10,897.50
100-1805-7965	Professional Services	8,500.00

Account Summary

Account Number	Account Name	Payment Amount
100-1810-7610	Travel, Mtgs & Conf	235.60
100-1810-7611	Training	65.57
100-1810-7614	Office Supplies	274.02
100-1810-7660	Other Services	252.00
100-1815-7632	Software	22,624.04
100-1815-7821	Network & Internet Serv…	1,007.50
100-1815-7830	Telephone Services	2,192.38
100-1815-7980	Other Expenses	3,417.43
100-1825-7613	Duplications And Photos	82.77
100-1825-7631	Equipment Maintenance	183.80
100-1830-8100	Vehicle Replacement (C…	15,137.86
100-2012	Green Building Fees Pay…	169.00
100-2013	Strong Motions Fees Pay…	550.60
100-2120	Refundable Deposits	1,450.00
100-2122	Disability Access & Educ …	131.60
100-2123	Special Event Insurance …	261.00
100-2125	Metro Pass Through (TA…	40.00
100-2127	Retention Payable	-10,857.25
100-5004	Other Revenue	-44.43
220-2127	Retention Payable	4,218.24
240-2410-7891	Repairs-Medians	170.24
240-2410-7915	Landscape-Citywide	19,509.19
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	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
240-2434-7887	Repairs & Replacements	83.06
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…	13,191.67
290-2905-7785	Special Events Patrol	594.52
320-3205-8013	Vehicles (Capital)	1,693.01
440-4405-7614	Office Supplies	118.09
440-4405-7960	Foothill Transit Operatio…	24,195.12
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-982.87
460-4605-7650	Vehicle Maintenance	748.27
460-4605-7960	Foothill Tranist Operatio…	19,796.01
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-804.17
470-4705-8060	Sidewalk/Concrete Repai…	20,959.50
	Grand Total:	**1,083,517.74**

Project Account Summary

Project Account Key	Payment Amount
None	871,544.58
202118-ATP Cycle 4-Professional Svcs	375.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	200.00

Project Account Summary

Project Account Key	Payment Amount
202416-Cap Improv-Huntington Dr Median Landscape	217,145.00
202416-Retention-Huntington Drive Median Landscape	-10,857.25
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	84.00
202421-Prof Svcs-FC Pool Deck Renovation	808.17
202510-Retention-Trench/Asphalt Repair Proj- FY25	4,218.24
Grand Total:	**1,083,517.74**

PUBLIC SAFETY
STATUS REPORT
October 2025

PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	Year to date, **Part 1 crimes have decreased by 14.8 %** compared to the same period last year, representing a meaningful improvement in community safety. The most notable reductions have been in robberies and burglaries, highlighting the success of targeted enforcement efforts and proactive crime prevention strategies. Moving forward, the Public Safety Department will place an additional focus on addressing aggravated assaults to ensure progress continues across all crime categories.
2. Special Assignment Team	On October 30, the Public Safety team will participate in the City of Hope Pediatrics "Trick-or-Treat" event, bringing joy and smiles to children receiving treatment. Deputies will provide safety patrol throughout the event while also handing out candy and visiting with patients and their families. This partnership gives our team the opportunity to share in a special celebration that supports courage, positivity, and community connection in a truly meaningful way. As we enter the holiday season, property crimes such as vehicle burglaries and retail theft often see an increase around shopping centers. In response, the Public Safety team will deploy bicycle patrols throughout retail parking lots and commercial corridors to enhance visibility and deter theft-related crimes. These proactive patrols not only strengthen partnerships with local businesses but also serve as a reassuring presence for residents and visitors during one of the busiest times of the year. Deputies have continued focused operations in the San Gabriel Riverbed to address illegal encampments, connect individuals to outreach services, and restore the natural environment. Using the City's newly acquired Utility Terrain Vehicle (UTV), deputies are now able to safely access remote sections of the riverbed that were previously unreachable. These efforts help protect public health and safety, reduce environmental damage, and provide much needed assistance to unhoused individuals. Moving forward, the department will continue balancing enforcement with compassion, maintaining the riverbed for surrounding residents while coordinating resources for those in need.

PROJECT/PROGRAM	STATUS
3. Neighborhood/ Business Watch	Deputies and Public Safety staff recently hosted Coffee with the Deputy at Starbucks, located at Buena Vista and Huntington Drive on October 1st. The event provided a relaxed setting for residents and business owners to meet local deputies, ask questions, and share community concerns. These face-to-face conversations help build trust, strengthen relationships, and create a stronger sense of partnership between law enforcement and the public, key components of effective community policing. Deputies and Public Safety staff also participated in the Senior Wellness Expo, which drew more than 100 attendees. The event offered a valuable opportunity for seniors to connect with deputies in a friendly, informal environment, ask safety related questions, and learn about available city resources. By building these personal connections, our team helps ensure that seniors feel supported, informed, and valued as part of Duarte's broader public safety network. Deputies and Public Safety staff will be present at the City's Halloween Howl event, providing safety patrols, first aid support, and answering questions from the public. Having an increased public safety presence not only ensures a fun and secure event for families but also helps foster positive interactions between residents, deputies, and city staff. These efforts reinforce community trust while maintaining a safe and welcoming environment for all attendees. As the holiday season approaches, the Business Watch Program will coordinate directed patrols of retail centers to deter theft and ensure shopper safety. These patrols are designed to increase visibility, support local business owners, and reduce opportunities for crime during the busiest shopping months of the year. In addition to deterring theft, deputies will engage directly with store managers and employees to share prevention tips and reinforce the City's commitment to a safe, thriving business community.
MEASURE H and OUTREACH COORDINATION	
1. Outreach Coordination	Erika Ramos's **unofficial homeless count for the month is 6 individuals**, based on three or more contacts within a two-week period. Individuals are removed from the list after six weeks of no contact. Over the past month, Erika has conducted **144 interactions with individuals experiencing homelessness,** providing essential services and information on Duarte regulations. A formerly unhoused individual who had been frequenting the Royal Oaks Trail and exhibiting signs of mental health distress was successfully connected to housing this past month. Through persistence and

PROJECT/PROGRAM	STATUS
	compassion, Outreach Coordinator Erika Ramos built trust with the individual and coordinated services through L.A. CADA, where he received clean clothing, food, and shelter, marking the first steps toward rebuilding stability in his life. This outcome exemplifies the City's approach of "help before enforcement," demonstrating that patient engagement, empathy, and coordinated support can lead to meaningful change for those in need while improving safety and quality of life for the entire community.
2. L.A. CADA	*Note: The following data reflects activity from the month of July. Updated figures were unavailable at the time of this report due to L.A. CADA's transition into a new service contract.* The L.A. CADA Supplemental Team, dedicated to assisting individuals who are newly homeless or at risk of homelessness, first began their work in Duarte on September 22, 2022. As of August 2025, the team is now available to respond within the City five days a week, with an average response time of 30–60 minutes for referrals made during business hours. Recent program changes expanded LA CADA's service area under Cohort 2, which now includes Duarte, Monrovia, Bradbury, Covina, and the newly added cities of South El Monte and Industry. During this reporting period, the Supplemental Team engaged with **21 individuals, 9 of whom were first-time encounters and 12 follow-ups,** and 0 individual(s) who refused supportive services. The primary areas with the highest number of encounters were identified as Dollar Tree and Huntington Drive.
3. Pathway Home	Individuals on Duarte's housing list continue to make progress toward securing stable housing. Currently there are **19 individuals** actively being tracked; **9 females and 10 males.** **- 4 individuals have been successfully placed into more permanent housing.** - 4 individuals have housing vouchers in hand and are actively searching for placements. - 1 individuals have pending housing vouchers and are awaiting approval. - 6 individuals remain in the housing navigation phase, working toward placement. - 4 individual(s) self-exited from the program. As housing vacancies become available, Pathway continues to move down Duarte's list to connect individuals with available units, ensuring that those in need receive the necessary support. The City remains committed to

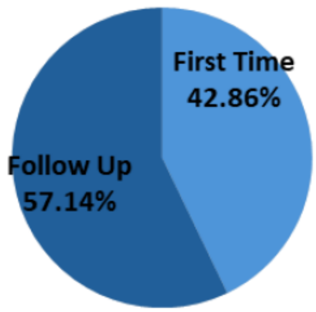
PROJECT/PROGRAM	STATUS
	working with housing partners to facilitate stable placements and provide essential resources for long-term housing stability.
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center (EOC)	The City of Duarte participated in the Great ShakeOut on October 16, joining millions of Californians in practicing earthquake preparedness. City staff and visitors took part in the “Drop, Cover, and Hold On” drill during a simulated earthquake, followed by a full evacuation of all City facilities. This annual exercise provided an excellent opportunity for both employees and the public to practice safety procedures, evaluate evacuation plans, and reinforce the importance of readiness. Participation in events like the Great ShakeOut strengthens our ongoing Emergency Preparedness Campaign and ensures that Duarte remains proactive and well prepared for future emergencies.


SEPTEMBER
2025
PUBLIC SAFETY
CITY OF DUARTE
STARBUCKS COFFEE
STARBUCKS
WITH THE
SHERIFFS
WELCOME TO
GREEN CARE DAY
SHERIFF

DUARTE

SUPPLEMENTAL SERVICES JULY REPORT

L.A.CADA
A Path to Recovery and Healthy Living



STATS OVER THE PAST MONTH

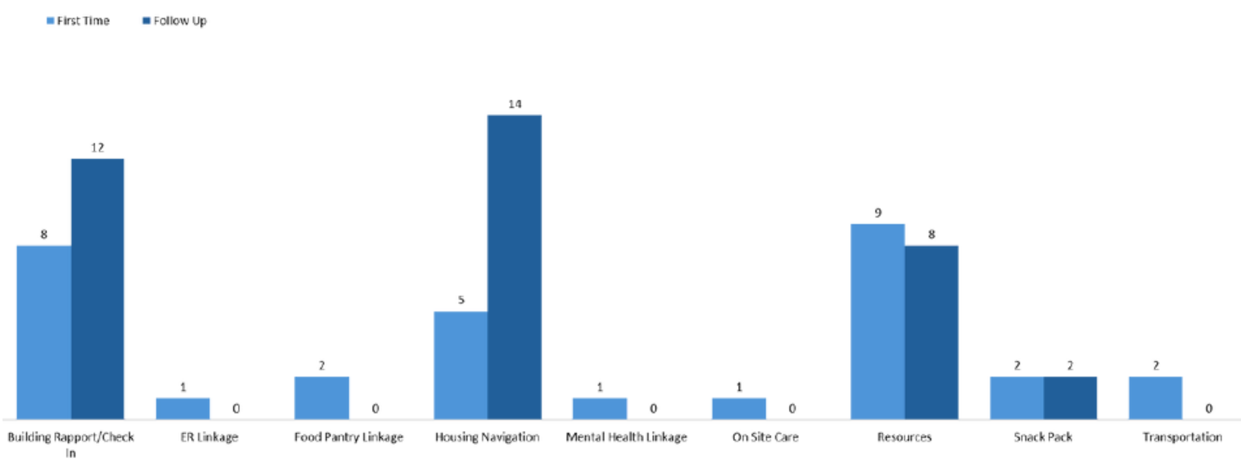
According to our data collected on 7/01/2025 to 7/31/2025, we made **21 engagements of which 9 were first time engagements, 12 follow up engagements with 0 engagements refusing supportive services.**

HIGHLIGHTS

- Team linked 2 individuals to food pantry services at Shepherd's Pantry.
- Team linked 1 individual to mental health services.
- Team provided 19 housing navigation services.

FUTURE GOALS

- Focus outreach efforts with individuals that are proactively working towards their housing plans.
- Continue to prioritize HMIS enrollment and data entry.



Locations with the highest amount of encounters this month:

**DOLLAR TREE/
HUNTINGTON DR**

ENGAGED: MADE CONTACT WITH THE CLIENT
ENROLLED: THE CLIENT WAS OFFICIALLY ASSESSED AND SIGNED UP/ENTERED INTO A PROGRAM, INTAKE WAS COMPLETED (EXAMPLE: HOUSING NAVIGATION)
REFERRED: THE CLIENT WAS DIRECTED TO/PROVIDED A SUPPORTIVE SERVICE OR RESOURCE TO ADDRESS A PARTICULAR NEED, BUT NOT YET LINKED
LINKED: THE CLIENT MADE ACTUAL CONTACT WITH/CONNECTION TO THE REFERRAL AND RECEIVING THE SERVICE OR RESOURCE; OR A CLIENT IS LINKED TO HOUSING BUT THAT DOES NOT NECESSARILY MEAN THEY'VE MOVED INTO THAT HOUSING PLACEMENT YET
PLACEMENTS: THE CLIENT OFFICIALLY MOVED INTO AN INTERIM OR PERMANENT HOUSING SITE

LET'S WORK TOGETHER AS A COMMUNITY

1. Have you seen someone, or know someone on the street experiencing homelessness? If so, please call the homeless hotline at (626) 386-6819.

2. When calling the hotline, please provide a description of the person and the location where the person was last seen.

3. A City Outreach Coordinator will contact the person to gather information and offer services.

HOMELESS HOTLINE: (626)386-6819
EMAIL: ERAMOS@CITYOFDUARTE.CA.GOV

Agenda Item: **9.F.**

AGENDA REPORT

MEETING DATE:	October 28, 2025
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
BY:	Brian Chau, Assistant Civil Engineer
SUBJECT:	Award of Contract for FY 2025/26 Citywide Concrete Repair Project - Project No. 26-3
RECOMMENDATION:	It is recommended that the City Council: Approve the award of contract for the FY 2025-26 Citywide Concrete Repair Project to CJ Concrete Construction, Inc. in the amount of $102,900.00
FISCAL IMPACT:	The Annual Concrete Repair Project was included in the FY 2025/26 Capital Improvement Program Budget. The project cost is $128,625.00 which is the contract amount with 25 percent contingency and is funded by Measure R allocations

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BACKGROUND

The annual Concrete Repair Project consists of the removal and replacement of broken and off-grade concrete improvements such as sidewalk, curb and gutter, driveway approaches and curb ramps damaged by tree roots or other factors that pose a hazard to pedestrians or vehicular travel. In April 2023, Precision Concrete Cutting completed a citywide assessment of sidewalks and identified grade differences along pedestrian paths of travel that may need repair. Staff has used the results from the sidewalk assessment, reported concerns from residents and standard practice of staff surveying existing concrete improvements to identify deficiencies in accessibility to generate a list of locations to repair with this project.

This annual project has improved the accessibility and safety for pedestrians and significantly reduced the number of trip and fall claims, thereby becoming an integral part of the City's Risk Management Plan.

DISCUSSION/ANALYSIS

The specifications for the Project were made available and the Project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060.

On September 30, 2025, twenty-two (22) bids were submitted electronically with the following results:

1	CJ Concrete Construction, Inc.	$102,900.00
2	All Cities Engineering	$113,740.00
3	Gentry Brothers, Inc.	$113,860.00
4	FS Contractors, Inc.	$115,660.00
5	Ruiz Concrete and Paving, Inc.	$124,640.00
6	CT&T Concrete Paving Inc.	$128,880.00
7	Van Engineering	$137,750.00
8	S&H Civilworks	$142,200.00
9	Hardy & Harper, Inc.	$146,920.00
10	SAVI Construction, Inc.	$148,660.00
11	Grigolla& Sons Construction, Inc.	$149,200.00
12	Gentry General Engineering, Inc.	$150,100.00
13	Nesbou Homes	$156,560.00
14	Carter Enterprises Group Inc.	$163,000.00
15	TVR Construction Engineering LLC	$165,640.00
16	Garcon Construction	$168,800.00
17	Diamond Construction	$172,116.00
18	DSRM Cable Construction Inc.	$177,244.40
19	DASH Construction Company	$179,220.00
20	Oppenheimer National	$198,822.00
21	Pub Construction	$204,612.00
22	Paveco Construction, Inc.	$208,000.00

The lowest responsible and responsive proposal is CJ Concrete Construction, Inc; they have successfully completed work for the City of Duarte, City of Lakewood, City of Santa Ana, and City of Rialto in the past. Their federal and state license status has been verified.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. For this project, the bids were very competitive allowing the City to propose a twenty-five (25) percent contingency to address additional locations that need repair and be used if deemed necessary by Staff.

RECOMMENDATION

It is recommended that the City Council: Approve the award of contract for the FY 2025-26 Citywide Concrete Repair Project to CJ Concrete Construction, Inc. in the amount of $102,900.00.

FISCAL IMPACT

The Annual Concrete Repair Project was included in the FY 2025/26 Capital Improvement Program Budget. The project cost is $128,625.00 which is the contract amount with 25 percent contingency and is funded by Measure R allocations.

ATTACHMENTS

A. Project Locations Map
B. Construction Agreement Signed by Contractor

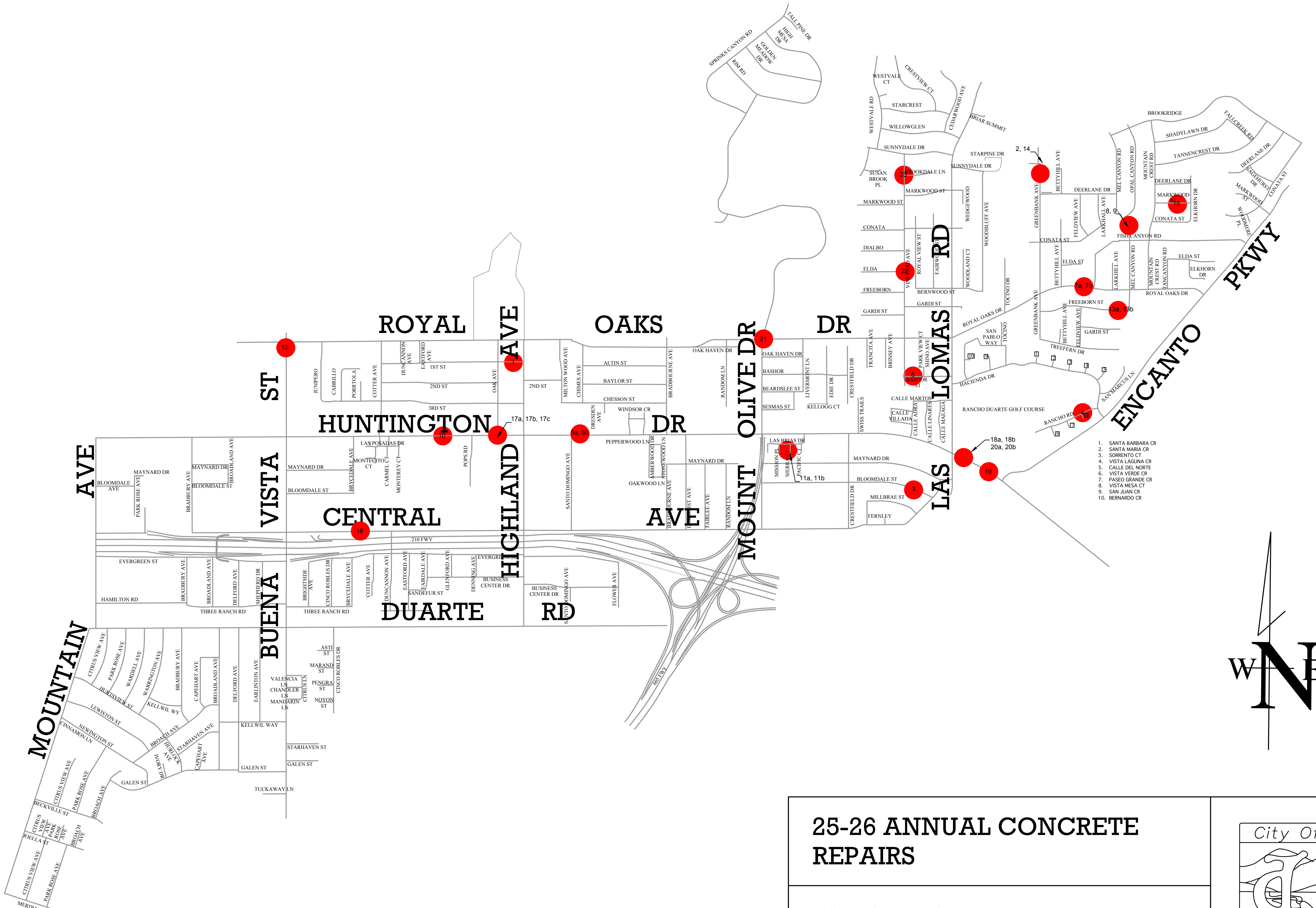
Fiscal Review:

Kristen Petersen
Assistant City Manager/

Reviewed and Approved:

Brian Villalobos
City Manager

City of Duarte



25-26 ANNUAL CONCRETE REPAIRS

Attachment A

Project Location Map

City Of Duarte

CITY OF DUARTE
AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES

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

1. RECITALS.

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

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

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

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

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

2. SERVICES AND WORK

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

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

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

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

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

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

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

3. AUTHORITY OF THE CITY REPRESENTATIVE

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

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

4. TERM OF AGREEMENT

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

5. SUSPENSION OR TERMINATION OF AGREEMENT

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

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

6. COMPENSATION

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

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

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

7. LICENSES, PERMITS, APPROVALS, FEES

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

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

8. INSURANCE AND LIABILITY

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

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

9. INDEMNIFICATION

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

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

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

10. OBSERVING LAWS AND ORDINANCES

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

11. NON-DISCRIMINATION

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

12. PATENTED AND COPYRIGHTED MATERIALS

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

13. PREVAILING WAGE REQUIREMENTS

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

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

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

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

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

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

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

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

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

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

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

14. CONFLICTS OF INTEREST

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

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

15. NO UNDUE INFLUENCE

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

16. ASSIGNMENT

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

17. PERFORMANCE

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

18. FORCE MAJEURE

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

19. NOTICE

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

If to City:	City of Duarte 1600 Huntington Drive Duarte, CA 91010 Attn: Brian Chau Email: bchau@cityofduarte.ca.gov
If to Contractor:	CJ Concrete Construction, Inc. 10142 Shoemaker Ave Santa Fe Springs, CA 90670 Attn: John Sarno Email: jenifer@cjinc.biz

20. WARRANTY

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

21. ATTORNEYS' FEES

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

22. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

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

23. SEVERABILITY

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

24. EXECUTION

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

25. NO WAIVER

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

26. NO THIRD-PARTY BENEFICIARIES

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

27. NON-LIABILITY OF CITY PERSONNEL

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

28. GOVERNING LAW AND VENUE

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

29. SURVIVAL

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

30. SECTION HEADINGS AND SUBHEADINGS

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

31. INTEGRATION, CONSTRUCTION, AND AMENDMENT

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

32. COUNTERPARTS

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

33. SPECIAL PROVISIONS

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

34. CITY MANAGER AUTHORITY

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

[Signatures on following page.]

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

CITY OF DUARTE:

____
Brian Villalobos, City Manager

Date: __________________________

ATTEST

____
Frances Jimenez, City Clerk

Date: __________________________

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

____
Thai Viet Phan, City of Duarte

Date: __________________________

CONTRACTOR:
CJ Concrete Construction, Inc.

CJ Concrete Construction, Inc.

By: JOHN C. SARNO

Its: PRESIDENT

Date: OCTOBER 1, 2025

By: JOHN C. SARNO

Its: VICE PRESIDENT

Date: OCTOBER 1, 2025

EXHIBIT A

Scope of Work

PROJECT DESCRIPTION:

The general nature of the work consists of furnishing all labor, material, equipment, services, and incidentals required for the PCC improvements. The scope of work includes removal and construction of sidewalk and curb and gutter and removal of tree roots.

TO THE CITY OF DUARTE, CALIFORNIA:

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

PERFORMANCE SCHEDULE:

Construction shall be completed within 30 working days after the date stipulated on the Notice to Proceed.

EXHIBIT B

Budget and Fee Schedule

Item		Quantity	Unit	CJ Conrete Construction, Inc. Unit Price	Total Price
1	Mobilization (cannot be more that 5% of the total bid amount)	1.00	LS	$ 500.00	$ 500.00
2	Traffic Control (cannot be more that 5% of the total bid amount)	1.00	LS	$ 500.00	$ 500.00
3	Clearing and Grubbing (cannot be more than 4% of the total bid amount)	1.00	LS	$ 1,200.00	$ 1,200.00
4	Install Detectable Warning Surface on Existing Curb Ramp	2.00	EA	$ 900.00	$ 1,800.00
5	Remove Existing Improvements and Construct 4" PCC Sidewalk	1,600.00	SF	$ 12.00	$ 19,200.00
6	Remove Existing Improvements and Construct 4" PCC Colored Sidewalk	2,000.00	SF	$ 14.00	$ 28,000.00
7	Remove Existing Improvements and Construct Curb and Gutter	480.00	LF	$ 65.00	$ 31,200.00
8	Remove Existing Improvements and Construct PCC Driveway Approach	260.00	SF	$ 20.00	$ 5,200.00
9	Remove Existing Improvements and Construct ADA Curb Ramp	160.00	SF	$ 45.00	$ 7,200.00
10	Remove Existing Stamped Concrete and Construct New 6" Stamped Concrete	300.00	SF	$ 17.00	$ 5,100.00
11	Survey (Includes re-establishing any Centerline Ties)	1.00	LS	$ 3,000.00	$ 3,000.00
Total Base Bid					**$ 102,900.00**

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

EXHIBIT C

Insurance Requirements

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

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

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

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

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

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

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

(C) Concurrency of effective dates with primary policies;

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

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

B. Contractor's Insurance General Requirements.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Agenda Item: **13.A.**

AGENDA REPORT

MEETING DATE:	October 28, 2025
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Andres Rangel, Assistant to the City Manager
SUBJECT:	FY 25-26 Chamber of Commerce Update Presentation
RECOMMENDATION:	It is recommended that the City Council receive and file the Duarte Chamber of Commerce Update Report
FISCAL IMPACT:	There is no fiscal impact associated with approving this item

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BACKGROUND

On June 24, 2025, the City Council approved the FY 2025-26 Services agreement with the Duarte Chamber of Commerce ("Chamber") in the amount of $73,600 through June 30, 2026.

Part of that agreement includes the Chamber presenting a progress report to Council, including progress made on the following performance metrics:

a. Active membership update
b. Number of interactions and types of inquiries with businesses
c. Number of Chamber members reserving available rooms and office space
d. Number and types of businesses promoted, and type(s) of promotion provided
e. Number and types of workshops/trainings hosted
f. Events hosted and member turnout

The Chamber will be providing the City Council with another Annual Report toward the end of the 25-26 fiscal year.

DISCUSSION/ANALYSIS

In addition to biannual Chamber update presentations to City Council, the Chamber provides City staff with monthly progress reports. For the months of July through September, the Chamber has offered 9 webinars, received 107 inquiries from businesses, promoted 45 businesses via social media, and used traditional (flyers, public events, newsletters) and digital promotions (eBlasts) 82 times. The Chamber also hosted a Networking Breakfast and a Fall Festival. Chamber staff will provide more detail regarding its work conducted thus far this fiscal year during its presentation.

RECOMMENDATION

It is recommended that the City Council receive and file the Duarte Chamber of Commerce Update Report.

FISCAL IMPACT

There is no fiscal impact associated with approving this item.

ATTACHMENTS

None.

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Agenda Item: **13.B.**

AGENDA REPORT

MEETING DATE:	October 28, 2025
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
SUBJECT:	Resolution No. 25-26 - Appointing a Representative to the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District
RECOMMENDATION:	Staff recommends that the City Council Appoint a City Councilmember to the San Gabriel Valley Mosquito and Vector Control District and Adopt Resolution No. 25-26 Confirming the Appointment
FISCAL IMPACT:	None

BACKGROUND

Pursuant to California Health and Safety Code Section 2022 and 2024, each city within the San Gabriel Valley Mosquito and Vector Control District shall appoint one (1) person to serve as a member of the District's Board of Trustees and the term of office for each member of the Board of Trustees shall be two (2) or four (4) years, at the discretion of the appointing authority, beginning at noon on the first Monday in January. Additionally, the appointed person must be a resident and voter of the City of Duarte.

DISCUSSION/ANALYSIS

The current term of Councilmember Margaret Finlay, who represents the City of Duarte on the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District, will conclude on December 31, 2025. To ensure uninterrupted representation for the City, the District requests that the City Council take formal action to either reappoint Trustee Finlay or appoint a successor for the next term of office.

A copy of the City Council resolution confirming the appointment and term length must be received by the District no later than December 31, 2025. Failure to provide this confirmation may result in a gap in representation for the City of Duarte on the District's Board. It should be noted that alternates are not permitted; only the appointed trustee may serve and vote.

RECOMMENDATION

Staff recommends that the City Council Appoint a City Councilmember to the San Gabriel Valley

Mosquito and Vector Control District and Adopt Resolution No. 25-26 confirming the appointment.

FISCAL IMPACT
None.

ATTACHMENTS
A. Resolution No. 25-26

Fiscal Review:	**Reviewed and Approved:**
Kristen Petersen Assistant City Manager/ Director of Administrative Services	Brian Villalobos City Manager

RESOLUTION NO. 25-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPOINTING A REPRESENTATIVE TO THE BOARD OF TRUSTEES OF THE SAN GABRIEL VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT

WHEREAS, pursuant to California Health and Safety Code Section 2022, each city within the San Gabriel Valley Mosquito and Vector Control District shall appoint one (1) person to serve as a member of the District's Board of Trustees; and

WHEREAS, the appointed person must be a resident and voter of the City of Duarte and

WHEREAS, pursuant to California Health and Safety Code Section 2024, the term of office for each member of the Board of Trustees shall be two (2) or four (4) years, at the discretion of the appointing authority, beginning at noon on the first Monday in January.

WHEREAS, the City Council of the City of Duarte desires to appoint a representative to serve as Trustee on the Board of the San Gabriel Valley Mosquito and Vector Control District for the upcoming term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Duarte as follows:

1. The City Council hereby appoints ________________, a resident and registered voter of the City of Duarte, to serve as the City's representative on the Board of Trustees of the San Gabriel Valley Mosquito and Vector Control District.
2. The term of office shall be for [two (2) years / four (4) years], commencing January 5, 2026.
3. The City Clerk is hereby directed to forward a certified copy of this Resolution to the San Gabriel Valley Mosquito and Vector Control District as official notification of this appointment.

PASSED, APPROVED, AND ADOPTED this 28th day of October, 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

____

Thai Viet Phan
City Attorney

ATTEST:

____

Frances Jimenez
City Clerk

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

I, Frances Jimenez, 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. 25-26 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 28th day of October, 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____

Frances Jimenez
City Clerk

Agenda Item: **13.C.**

AGENDA REPORT

MEETING DATE:	October 28, 2025
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Albert Nuñez, Management Analyst
SUBJECT:	City Councilmember Speaking Time Limits
RECOMMENDATION:	Staff recommends that the City Council discuss and consider findings made by staff regarding time limits on City Councilmember comments and discussion during City Council meetings
FISCAL IMPACT:	There is no fiscal impact associated with this item

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BACKGROUND

At the regular City Council meeting held on October 14, 2025, Councilmember Margaret Finlay requested that City staff gather information on whether other cities limit the amount of time a Councilmember may speak during City Council meetings. In response, staff conducted outreach to several Southern California cities to identify existing policies, resolutions, or practices related to time limits for Councilmember comments/reports or discussion on agenda items.

DISCUSSION/ANALYSIS

Based on the information collected, there is no uniform approach among cities regarding time limits for City Councilmember remarks. Some cities establish specific time limits for the Council Comments portion of the meeting, while others apply time limits throughout the agenda. In all cases identified, the time limits are enforced by the presiding officer to ensure orderly and efficient meetings.

The table below summarizes the findings:

City	Time Limit	Council Comments Only	Additional Notes
Cudahy	3 Minutes	Yes	—
Glendale	Varies	No	• Initial comments: 5 minutes • Subsequent comments: 3 minutes • No limit on the number of rounds
Hawthorne	10 Minutes	Yes	—

Inglewood	Varies	No	• Council initiatives: 10 minutes • Closing remarks: 3 minutes • Other portions of the agenda: 5 minutes
Long Beach	5 Minutes	No	• May speak an unlimited number of times on any debatable motion, up to 5 minutes each time
Mission Viejo	3 Minutes	Yes	• Unused time may carry over to a subsequent round; no deferring of time to other members
Santa Ana	3 Minutes	No	• 3-minute limit per speaking turn unless granted additional time • Another 3 minutes at end of meeting
South Pasadena	3 Minutes	Yes	—
Westminster	5 Minutes	Yes	• Councilmembers may not be interrupted during their 5 minutes, except by the presiding officer or as allowed under Robert's Rules of Order

Overall, most cities with established time limits restrict speaking time to three (3) to five (5) minutes per Councilmember, with discretion for the Mayor or presiding officer to grant additional time. Cities without section-specific limits typically manage discussion through meeting decorum or procedural rules.

Should the City Council wish to establish similar time limits, direction may be provided to staff to come back at a future City Council meeting with a recommended action.

RECOMMENDATION

Staff recommends that the City Council discuss and consider findings made by staff regarding time limits on City Councilmember comments and discussion during City Council meetings.

FISCAL IMPACT

There is no fiscal impact associated with this item.

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

Agenda Item: **13.D.**

AGENDA REPORT

MEETING DATE:	October 28, 2025
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Andres Rangel, Assistant to the City Manager
SUBJECT:	Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to the 2028 Los Angeles Summer Olympics
RECOMMENDATION:	It is recommended that the City Council adopt a Resolution of the City Council of the City of Duarte, California, establishing an Ad Hoc Committee to identify and make recommendations relating to activating the City for the 2028 Los Angeles Summer Olympics
FISCAL IMPACT:	There is no fiscal impact associated with approving this item

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BACKGROUND AND DISCUSSION

At its October 14, 2025 Regular City Council Meeting, the City Council requested that staff explore opportunities to activate the City for the 2028 Los Angeles Summer Olympics ("Olympics").

The City Council previously approved Ordinance No. 931, establishing Chapter 2.31 of the Duarte Municipal Code, which authorizes the City Council to form ad hoc committees. Due to the City's desire to explore opportunities that activate City spaces in ways that generate public, awareness, excitement, and engagement for the Olympics, the City Council is being presented with a resolution to establish an ad hoc relating to the 2028 Summer Olympics.

Ad hoc committees are time-limited, established for a specific purpose, and not subject to the Brown Act. Once an ad hoc committee's purpose has been achieved, it is disbanded. Generally ad hoc committees do not operate for longer than one year. If an ad hoc committee continues to operate for an extended period of time, it is often converted into a standing committee, which must meet the requirements of the Brown Act and the Political Reform Act.

Ad hoc committees provide flexibility while giving committee members an opportunity to delve deeply into policy issues and make recommendations to the City Council as a whole. The attached resolution provides the reasons for the creation of the ad hoc committee relating to the Olympics as well as the structure of the ad hoc committee.

<u>RECOMMENDATION</u>
It is recommended that the City Council adopt a resolution of the City Council of the City of Duarte, California, establishing an Ad Hoc Committee to identify and make recommendations relating to activating the City for the 2028 Los Angeles Summer Olympics.

<u>FISCAL IMPACT</u>
There is no fiscal year impact associated with approving this item.

<u>ATTACHMENTS</u>

A. Resolution No. 25-27

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager

RESOLUTION NO. 25-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING AN AD HOC COMMITTEE TO IDENTIFY AND MAKE RECOMMENDATIONS RELATING TO ACTIVATING THE CITY FOR THE 2028 LOS ANGELES SUMMER OLYMPICS

WHEREAS, City of Duarte Ordinance No. 913 established Chapter 2.31 of the Duarte Municipal Code to allow for the formation of ad hoc committees at the pleasure of the City Council; and

WHEREAS, City of Duarte Ordinance No. 918 amended Chapter 2.31.070 to give the City Council flexibility regarding the number of members of an ad hoc committee; and

WHEREAS, the City of Duarte seeks to create opportunities for Duarte residents and businesses to celebrate the 2028 Los Angeles Olympics and Paralympics ("Olympics") by exploring opportunities to activate City spaces in ways that generate public awareness, excitement, and engagement; and

WHEREAS, the City Council wishes to establish an Olympics Ad Hoc Committee to identify, review, and make recommendations of potential initiatives and programs related to the 2028 Los Angeles Olympics to the City Council for approval; and

WHEREAS, an Olympics Ad Hoc Committee would provide for flexibility in meeting times and through vetting of a variety of potential projects prior to consideration by the full City Council.

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 City of Duarte 2028 Los Angeles Summer Olympics and Paralympics Ad Hoc Committee ("Olympics Ad Hoc Committee") shall be established with members nominated by the City Council and appointed by a majority vote of the City Council. The Olympics Ad Hoc Committee shall consist of no more than three (3) Councilmembers, and two (2) members of the Duarte Unified School District but may consist of any number of City stakeholders needed to successfully coordinate programs and initiatives.

SECTION 3. The Olympics Ad Hoc Committee shall be established for a period of one (1) year from the date that a quorum of the committee is appointed in order to identify, review, and recommend projects and initiatives related to the Olympics for full City Council approval, or until final approval of such project or initiative by the City Council has taken place, whichever is sooner.

<u>SECTION 4.</u> Participation on the Olympics Ad Hoc Committee shall be on a volunteer basis.

<u>SECTION 5.</u> The City Manager shall ensure adequate staffing is provided for the Olympics Ad Hoc Committee to carry out its purpose, shall return to the City Council for budget appropriations as necessary to fund the activities of the Committee, and shall ensure compliance with Duarte Municipal Code section 2.31.

<u>SECTION 6.</u> The City Manager, or their designee, shall be the primary staff liaison for the Olympics Ad Hoc Committee.

<u>SECTION 7.</u> The Olympics Ad Hoc Committee shall provide quarterly reports relating to the Committee's activities for receipt and file by the City Council.

PASSED, APPROVED, AND ADOPTED this 28th day of October 2025.

____
Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

____
Thai Viet Phan
City Attorney

ATTEST:

____
Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, California, do hereby certify that the foregoing Resolution No. 25-27 was duly passed, approved, and adopted by the City Council of the City of Duarte at a regular meeting thereof, held on the 28th day of October 2025, by the following vote of the Council:

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

____

Frances Jimenez
City Clerk