

**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, February 10, 2026
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.

Tera Martin Del Campo, Mayor
Samuel Kang, Mayor Pro Tem
Margaret Finlay, Councilmember
Toney Lewis, Councilmember
Vinh Truong, Councilmember
Cesar A. Garcia, 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 duarte91010@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. Community Development Department Update

B. Parks and Recreation Department Update

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

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

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

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

9. CONSENT CALENDAR

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

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

C. Approval of Minutes — January 27, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of January 27, 2026.

D. Approval of Warrants - February 10, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of February 10, 2026.

E. Monthly Financial Report

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

F. Community Development Department Update

Recommended Action: Receive and File the Community Development Update.

G. Park and Recreation Department Update

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

H. All City Management Services, Inc. Contract Amendment

Recommended Action: Approve Amendment No. 1 to the Agreement with All City Management Services, Inc., extending the term through June 30, 2028, and approving the hourly billing rates for the duration of the extension.

I. Resolution Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year

Recommended Action: Adopt Resolution No. 26-01 establishing the date and time of regular City Council meetings for the 2026 calendar year.

J. Award of Contract - City Yard Electrical Upgrades (26-13)

Recommended Action: Award the construction contract for the City Yard Electrical Upgrades Project to Amtek Construction., as the lowest responsive and responsible bidder, in the amount of \$203,333, plus a fifteen percent contingency.

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. Fiscal Year 2025/26 Mid-Year Budget Report

Recommended Action: Receive and File the mid-year budget report and approve the corresponding budget amendments as delineated in Attachment 2.

B. Consideration to Approve a Budget Amendment to Sponsor the 2026 San Gabriel Valley Women's Summit

Recommended Action: Consider approving a budget amendment to account 1020-

7710 to sponsor the 2026 San Gabriel Valley Women's Summit.

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 4th day of February 2026.

Frances Jimenez
City Clerk



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: February 3, 2026
SUBJECT: Comments on Agenda Items, Meeting of February 10, 2026

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

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

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

ITEM 9.F. (Consent Calendar). The Community Development Department has submitted the monthly report for February 2026 for review.

ITEM 9.G. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for February 2026 for review.

ITEM 9.H. (Consent Calendar). All City Management Services, Inc. Contract Amendment No. 1 - The City of Duarte contracts with All City Management Services, Inc. to provide school crossing guard services at designated school locations and has done so since 2019. Prior contracts were renewed on an annual basis. The current agreement expires on June 30, 2025. Amendment No. 1 extends the existing agreement for up to three additional years, through June 30, 2028, and establishes approved hourly billing rates for the full extension term. This structure provides rate certainty while preserving the City's ability to control annual costs through administrative authorization of the number of sites and service hours. The cost of the crossing guard program is shared, with the City of Duarte responsible for fifty percent (50%) of the total cost. The remaining fifty percent (50%) is cost-shared with the Duarte Unified School District (DUSD) and California School of the Arts – San Gabriel Valley (CS Arts), both of which have reviewed and agreed to the proposed billing rates.

ITEM 9.I. (Consent Calendar). Resolution No. 26-01 - establishing the date and time of regular City Council meetings for the 2026 calendar year - Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings. Resolution No. 26-01 would set the schedule for regular City Council meetings for the 2026 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public. Adoption of this calendar does not prohibit the City Council from holding adjourned meetings, special meetings, or emergency meetings as permitted under state law.

ITEM 9.J. (Consent Calendar). Award of Contract - City Yard Electrical Upgrades (26-13) - On June 11, 2024, the City Council adopted the City's Fiscal Year 2024/25 Budget and Capital Improvement Program (C.I.P.), which included the City Yard Electrical Upgrades Project. This project is intended to improve and upgrade the electrical infrastructure at the City Yard, 1850 Highland Avenue, to better support current operations and future infrastructure needs. On December 16, 2025, the City published an invitation to bid on the City Yard Electrical Upgrades, Project (26-13), in accordance with Duarte Municipal Code (DMC) Section 2.36.060. On January 19, 2026, the City received ten (10) bids for the subject project. All

bids were reviewed for responsiveness to the bid specification requirements. Amtek Construction., was the lowest responsive and responsible bidder at \$203,333. Funds for this project were originally budgeted in Fiscal Year 2025/26 at \$150,000 under the General Fund (100-1610-8100), however the Midyear budget includes a recommendation to increase this budget by \$84,000 to cover the full cost of the project plus a fifteen percent contingency.

ITEM 13.A. (Business Items). Fiscal Year 2025/26 Mid-Year Budget Report - Staff has completed the mid-year budget projections for the 2025/26 fiscal year. Currently, fiscal year 2025/26 revenues are estimated to be 16% higher and expenses are estimated to be 6% higher than originally projected. As a result, staff is estimating that the General Fund will reflect a surplus of \$1.4 million, instead of the \$937,000 deficit that was originally adopted. This will result in year-end unassigned reserves of \$29.7 million, which covers more than 100% of the current year General Fund expenditures.

ITEM 13.B. (Business Items). Consideration to Approve a Budget Amendment to Sponsor the 2026 San Gabriel Valley Women's Summit - The 2026 San Gabriel Valley Women's Summit ("Summit") will be taking place this year on Friday, May 15 from 9 AM – 2 PM at the Monrovia DoubleTree. The event is being presented by the Duarte Chamber of Commerce ("Chamber") in partnership with neighboring Chambers of Commerce. The Summit connects women from all walks of life, empowering one another through leadership, thoughtful conversation, and networking. Understanding that the event's roots stemmed from former Councilmember Tzeitel Paras-Caracci's vision to provide a platform for women to inspire one another, the Chamber requested that the City Council be a sponsor for the event. If approved, a budget amendment would need to be made to increase account number 1020-7710 by whichever level of sponsorship that the City Council approves. The approved Fiscal Year 2025-26 Duarte Chamber budget is currently \$94,600.

CITY OF DUARTE

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

Tuesday, January 27, 2026

6:00 PM — Closed Session

7:00 PM — Regular Session

6:00 PM CLOSED SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 6:05 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo
Councilmembers Absent: None
Staff Present: Brian Villalobos, City Manager
 Craig Hensley, Director of Community Development
 Thai Viet Phan, City Attorney
 Frances Jimenez, City Clerk
 Patricia Alcala Aparicio, Deputy City Clerk

2. ADOPTION OF THE AGENDA

City Clerk Jimenez made a statement regarding an inadvertent clerical error on the agenda and clarified that item 7 should state "City Attorney Closed Session Report" rather than "Adoption of the Agenda" and recommended the City Council adopt the agenda with the amendment to item 7.

Moved by Councilmember Calderon, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to adopt the amended agenda.

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

3. ORAL COMMUNICATIONS - CLOSED SESSION

None.

4. CLOSED SESSION

The City Council recessed into closed session at 6:06 p.m. to discuss the following:

A. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code § 54956.8:
Property: 1303-1305 Huntington Dr., Duarte, CA 91010
Agency negotiator: Community Development Director Craig Hensley
Negotiating parties: Graham Allchorn, Red Mountain Group
Under negotiation: Price and terms related to the possible disposition/acquisition of real property interest.

7:00 PM OPEN SESSION

5. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 7:06 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo
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
Andres Rangel, Assistant to the City Manager
Frances Jimenez, City Clerk
Patricia Alcala Aparicio, Deputy City Clerk

6. PLEDGE TO THE FLAG

The flag salute was led by Nuhaa Mohammad.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

9. SPECIAL ITEMS

A. Mayor's Youth Council Update

Vice President Elisa Ramos gave an update on recent and upcoming Mayor's Youth Council events and projects.

The City Council congratulated Vice President Ramos and her colleagues for being involved in the MLK Peace Walk and Breakfast.

B. SCE Government Relations Manager Introduction

Marissa Castro-Salvati, Southern California Edison Government Relations Manager for neighboring cities, introduced Daphne Sigala Morfin, SCE's Government Relations Manager assigned to the City of Duarte.

The City Council welcomed Daphne Sigala Morfin.

C. Presentation by Upper San Gabriel Valley Municipal Water District on the Pure Water Project

John Bednarski, Assistant General Manager for The Metropolitan Water District of Southern California and Tom Love, General Manager of the Upper San Gabriel Valley Municipal Water District gave an overview of the Pure Water Southern California Project. Details were provided regarding the project benefits, involved community partners, and logistics of program staging, including an estimated timeline. The regional water recycling program would purify and reuse cleaned wastewater; and would require collaboration with the City of Duarte as a pipeline is expected to go through the City, primarily within the public right of way, and the Duarte City Yard.

Per questions made by the City Council, General Manager Love clarified that water recycling programs are advocated for by the state, not mandated. Discussion ensued regarding the ability to become independent of state water projects and avoid water supply issues thanks to the Pure Water project; there was additional conversation regarding the financing options to fund the project and the opportunity of becoming water resilient.

In response to questions asked by the City Council, Assistant General Manager Bednarski, reviewed the options for the pipeline conceptual alignment in the City of Duarte and highlighted different approaches that can be taken when taking into account the impact on the City Yard.

D. Public Safety Department Update

Public Safety Director Breceda detailed the data points that make up the Part 1 crime category; provided background information on crime rates since 2022; reported a 15% decrease in Part I crimes for 2025 compared to 2024; and shared the meaning of aggravated assault. Additionally, he shared the LA County Sheriff's department launched its Virtual Deputy Program, which allows residents to schedule video

appointments with a deputy for non-emergency matters, such as low-level crimes. Director Breceda noted he will look into the ability to have translations and shared additional details regarding the logistics of the program.

The City Council commended Director Breceda and his team on the downward trend of crime rates.

Director Breceda shared appreciation and pride for the family-oriented environment in the community and workplace. He also highlighted another recently launched initiative, the FAST (Field Arrest Support Team) Deputy pilot program, where a FAST deputy will be on call to take custody of individuals and handle all transportation and booking procedures. This shared resource allows field deputies to continue patrolling rather than leave the city for extended periods of time.

Conversation ensued regarding the infrastructure requirements and process that is needed for the LA County Sheriff's department to build a shared resource jail in the City of Duarte.

As a response to inquiries made by the City Council, Director Breceda stated that private resources cannot be used as the city has a contract with the LA County Sheriff's department which requires using their own processes and facilities.

10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Assistant Fire Chief Cabrera reminded residents identified in the Local Responsibility Area, LRA, to be on the lookout for the annual defensible space clearance notices; shared that translated notices can be found on their website; and encouraged participation in the referee hearings if residents have concerns or would like to contest their property location on the fire hazard severity zones map.

Discussion ensued regarding Zone 0 requirements, an area of defensible space within the first five feet of a home or structure.

12. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

13. 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 - January 13, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - January 27, 2026 (CC/HA/FA).

E. Receive and File the Public Safety Department Update.

F. Removed from the Consent Calendar for discussion.

G. Removed from the Consent Calendar for discussion.

H. Adoption of Resolution No. 26-08 approving the renewal of the General Services Agreement with the County of Los Angeles and approval of the agreement with the County of Los Angeles for general services for the term July 1, 2026 – June 30, 2031.

I. Adoption of Resolution No. 26-09 for the 2026 Local Hazard Mitigation Plan, authorization for City staff to forward the resolution of adoption to FEMA for issuance of a Letter of Approval and authorization of adoption of the 2026 Local Hazard Mitigation Plan into the General Plan Safety Element.

J. Second Reading and Adoption of Ordinance No. 26-01.

K. Adoption of Resolution No. 26-10, authorizing select Public Safety Personnel to perform law enforcement related functions.

L. Authorization for the Mayor to sign the Letter of Support for the San Gabriel Valley Council of Governments Rivers and Mountains Conservancy Consolidated Grant Program Application.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to approve items 13A - 13E and 13H - 13L of the Consent Calendar.

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

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

F. Production Agreement with Pyro Spectaculars, Inc. for 2026 Independence Day Celebration Fireworks Production

In response to questions posed by the City Council Director, Enriquez clarified that the cost of the fireworks show increased by 15% due to tariffs.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to authorize the City Manager to execute this production agreement with Pyro Spectacular, Inc. in the amount of \$31,350 to produce the fireworks display at the City's Independence Day Celebration & Fireworks Show on July 3, 2026.

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

G. Award of Contract - Community Center Door Replacement (26-12)

Conversation was had regarding the logistics of the replacement of the community center's main entry doors.

After suggestions were made regarding the possibility of upgrading technology to enter and exit facilities, Director Enriquez noted that staff had inquired in the past and could get an updated cost estimate.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to award the construction contract for the Duarte Community Center Main Entry Door Replacement Project (21-12) to JD Glass Inc., as the lowest responsive and responsible bidder, in the amount of \$32,000, plus a fifteen percent contingency and approve a budget amendment in the amount of \$2,800 from the General Fund.

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

15. PUBLIC HEARINGS

A. Public Hearing to consider and approve a resolution to approve the full cost analysis of User Fees prepared by Willdan Financial Services and amend and augment the City of Duarte Fee Schedule

Assistant City Manager / Director of Administrative Services Petersen gave a presentation on the comprehensive update to the charges for service that were last updated in 2017; reminded the City Council that in January 2025 the contract with Willdan Financial Services was approved; and thanked Financial Services Manager Angela Chiaromonte, the department heads, and Willdan Financial Services for their collaboration and assistance.

Priti Patel, Senior Project Analyst for Willdan Financial Services gave an overview of user fees and the need to update them; shared the fee study objectives; highlighted the scope of the study; listed the type of data used along with the staff participation that ensured accuracy in the process as a whole. She also

summarized the overall methodology used in the user fees study, including the fee structures that vary based on service type and service costs calculations. Senior Project Analyst Patel outlined the proposed fee changes for each department and shared policy considerations, including utilizing inflation factors to annually adjust fees and conduct a comprehensive study every five years.

Discussion occurred regarding best practices in terms of how often fee studies should be conducted and the last updates to the City of Duarte's fees.

Assistant City Manager / Director of Administrative Services Petersen noted that the proposed resolution includes a CPI factor and as such, staff would return annually for approval of the CPI-based increase to the schedule for applicable fees.

Conversation was had regarding the increase in fees in the Public Safety department, specifically services that previously did not charge a fee.

After questions were raised, Director of Parks and Recreation Enriquez clarified that recreation classes are contracted and are subject to the contractors rate, with a small percentage fee added to recover indirect costs.

The City Council shared appreciation for the accessible programming the City offers and offsetting costs.

Assistant City Manager / Director of Administrative Services Petersen commended Director Enriquez for researching and ensuring the City is aligned with the market. In response to questions asked by the City Council Director Enriquez confirmed that city facilities are heavily rented out.

The City Council continued to share their thoughts on the valuable services and programming offered.

Mayor Martin Del Campo opened the Public Hearing.

Public comment:

None.

Mayor Martin Del Campo closed the Public Hearing.

Parks and Recreation Director Enriquez reminded the City Council that they fund the financial assistance program which offsets costs.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to Approve Resolution No. 26-07 (Attachment A) approving the full cost analysis of user fees prepared by Willdan Financial Services and amend and augment the City of Duarte Fee Schedule effective February 2, 2026, except for fees related to the filing, accepting, reviewing, approving, or issuing of a land use application, permit, or entitlement to use, which shall not take effect until at least sixty (60) days from the adoption or increase of the fees and specifically will go into effect March 30, 2026.

AYES: FINLAY, LEWIS, TRUONG, GARCIA, CALDERON, KANG, MARTIN DEL CAMPO

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

16. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

17. BUSINESS ITEMS

A. Discussion Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year

City Clerk Jimenez presented a staff report stating the City Council asked the item be revisited after concerns were raised regarding potential schedule conflicts at the previous council meeting. These concerns referred to the second meeting in the month of November as, historically, the meeting fell on the week of Thanksgiving and in 2024 and 2025 three councilmembers were absent from said meetings. Due to the recurring low attendance and to promote organizational efficiency, City Clerk Jimenez recommended the City Council discuss establishing the calendar for the upcoming year.

Discussion followed regarding schedule conflicts and meeting efficiency.

City Manager Villalobos requested direction from the City Council and reiterated the details of the originally proposed calendar.

Further conversation was had regarding the need for a full meeting prior to the City Council reorganization meeting. The City Council suggested updating the language used when promoting meetings that are not canceled, rather removed from the calendar when adopted.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to bring back the calendar that was originally presented at the January 13, 2026, meeting City Council meeting for adoption through resolution at the next council meeting.

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

B. FY 25-26 Chamber of Commerce Update Presentation

Assistant to the City Manager Rangel introduced Executive Director Kalpna Sha and past President Victor Benavides to present the quarterly Duarte Chamber of Commerce report.

Executive Director Shah shared the progress on membership data; highlighted recent business and community engagements; and shared efforts made to further business marketing and education. She also provided a summary of the end-of-year finances; and in response to questions posed by the City Council, Executive Director Shah gave a breakdown of the payroll costs and specified the board charges are for errors and omissions insurance.

Past President Victor Benavides highlighted the organization's focus on partnering with other chambers of commerce to collaborate and build up membership and work towards hosting more community events.

Additional information was provided regarding business marketing and community engagement efforts reflected in upcoming events. Executive Director Shah thanked the City Council for securing additional parking from the City of Bradbury for the "Meet the Mayor" Community Breakfast. She pointed out their recent partnership with the Multicultural Alliance (MBA) of CA is furthering business education and growth initiatives as they work on expanding features on their website and apps.

Discussion followed regarding the platform's available tools and resources, which will include incorporating a marketplace and offering advertisement space through their agreement with Chamber Nation.

The Chamber of Commerce listed upcoming events and plans; shared the objective of the San Gabriel Valley Women's Summit; and requested sponsorship from the City of Duarte. The City Council expressed concerns regarding potential schedule conflicts due to conferences occurring on the same day. Additional conversation was had regarding acknowledging the history of the event in honor of late Councilmember Tzeitel Paras-Caracci as well as discussing the logistics of sponsoring the event, the benefits premium sponsorship provides, and ways to emphasize the partnership with the City of Duarte. The City Council requested further information on the estimated cost to host the proposed event.

The city council commended the Chamber's hard work and expressed interest in supporting the women's summit cause.

Víctor Benavides thanked the City Council for their input and commended Executive Director Shah for her diligent work.

The City Council shared appreciation for Executive Director Shah's proactive efforts in keeping the chamber afloat.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to receive and file the Duarte Chamber of Commerce Update Report.

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

ABSTAIN: NONE
ABSENT: NONE

C. Budget Amendment for 2026 FIFA World Cup Viewing Party

Assistant to the City Manager Rangel presented a staff report detailing the request for a budget amendment in preparation for the proposed World Cup Viewing Party taking place in June; shared the involvement of the Ad Hoc Committee; and gave a breakdown of the budget details.

The City Council encouraged marketing and promotion of the event as soon as possible. Assistant to the City Manager Rangel assured the City Council they would do so.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve a \$20,000 budget amendment to account 100-1010-7980 to fund the 2026 FIFA World Cup Viewing Party.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve a \$20,000 budget amendment to account 100-1010-7980 to fund the 2026 FIFA World Cup Viewing Party.

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

18. 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 followed up on the items the City Council inquired about during the meeting and confirmed that the link online does lead directly to the Virtual Deputy platform and reported a 22.51% decline in aggravated assaults from 2023-2025.

Councilmember Garcia reported that he attended a WELL zoom meeting where the Safe Water Safer pilot program was discussed and is looking to involve the Duarte Unified School District in hopes of being chosen for a facility tour. He also reported he attended the Duarte Community Coordinating Council meeting, shared suggestions surrounding preparation for the Route 66 centennial by adding art behind the signs on the medians and hosting a block party at the end of the parade route.

Councilmember Calderon expressed happiness at having the community come together at the MLK Peace Walk and Breakfast.

Councilmember Finlay reported she attended the Alliance of Local Agency Formation Commission, LAFCO meeting; thanked Director Hensley for handling burst water pipes on Brookdale Lane; and reported she attended the Liability Trust Fund meeting.

Councilmember Lewis wished a happy birthday to his son Dom, and his coworker Dorothy Covington.

Councilmember Truong also wished Councilmember Lewis's son a happy birthday.

Mayor Pro Tem Kang thanked staff for lighting the monument sign on Duarte Road and suggested the shrubs be trimmed in order to increase visibility of the monument. He shared his experience participating in the MLK Peace Walk and Breakfast and thanked all the attendees.

Mayor Martin Del Campo also shared her experience participating in the MLK Peace Walk and Breakfast and thanked the youth for their engagement in the city.

Councilmember Finlay shared an anecdote regarding Yufeng Li, mother of Sherry Ho. Mayor Martin Del Campo expressed her condolences to Sherry's family.

19. ADJOURNMENT

At 9:36 p.m., the City Council adjourned the meeting in memory of Yufeng Li.

Tera Martin Del Campo, Mayor

Frances Jimenez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7730	ANGELIKA DEOCAMPO	Lunar New Year Entertainment 2/21/2026	221833		350.00
100-1610-7616	CHALLENGER TEAMWEAR	Fitness Ctr Staff Uniforms	6848		506.32
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	221838		160.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Cleaning 10/2025	221838		64.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	221838		64.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	221838		24.00
100-1605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	221838		8.00
100-1205-7761	DATA TICKET INC	Admin Citation Processing 10/2025	6851		1,642.57
100-1205-7761	DATA TICKET INC	Parking Citation Processing 10/2025	6851		1,991.34
100-1610-7618	HOME DEPOT CREDIT SERVICES	Fitness Ctr Locker Room Tile Repair	BD26-0921		102.52
100-1610-7618	HOME DEPOT CREDIT SERVICES	Dehumidifier Rental	BD26-0921		50.00
100-1605-7610	CPRS DISTRICT XI	(3) Attendees CPRS Mini Conference	221829		120.00
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Stage & Arches 12/7/2025	BD26-0921		640.51
100-1610-7618	HOME DEPOT CREDIT SERVICES	Dehumidifier Rental	BD26-0921		133.43
100-1205-7780	HOME DEPOT CREDIT SERVICES	Animal Control Trash Can	BD26-0921		42.51
100-1605-7730	HENRY SHUM	Lunar New Year Sound Service 2/21/2026	221860		1,000.00
100-1205-7762	FLOWBIRD	WTP Fees 12/2025	6846		88.28
100-1610-7618	HOME DEPOT CREDIT SERVICES	Park Supplies/Repairs	BD26-0921		178.97
100-1605-7650	FLEET SERVICES (76 FLEET)	Santa Coming to Duarte Fuel	BD26-0920		38.21
100-1610-7618	HOME DEPOT CREDIT SERVICES	Public Safety/Shop Supplies/Repairs	BD26-0921		135.74
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tool Replacement	BD26-0921		1,716.02
100-1605-7002	PAMELA ROMERO	CPR Stipend	6876		76.92
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tool Replacement	BD26-0921		82.09
100-1610-7618	HOME DEPOT CREDIT SERVICES	Office Heater	BD26-0921		40.21
100-1605-7733	DOLPHIN RENTS INC	SC New Year Celebration Linen Rental	6852		246.38
100-1610-7618	HOME DEPOT CREDIT SERVICES	Parks/SC Repairs & Paint/TC Supplies	BD26-0921		131.13
100-1405-7980	RAYCOM DATA TECHNOLOGIE...	CMO/CMD Scanning Project 4th Round	221857		10,470.63
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	BD26-0921		114.38
100-1605-7733	CYNTHIA'S FLOWERS & GIFTS	SC Valentine's Day Party Centerpieces	221852		250.00
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 12/2025	6869		481,469.31
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 12/2025	221828		1,931.64
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 12/2025	6844		385.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Senior Ctr Supplies/Repairs	BD26-0921		65.55
100-1610-7652	SUNTREK INDUSTRIES INC	CP Booster Pump Console Repair	6882		720.00
100-1205-7780	DUARTE-AZUSA ANIMAL HOSP..	Emergency Animal Care	221837		252.50
100-1605-7733	SONICBOOM DJ Rudy	SC Valentine's Day Entertainment DJ	221822		150.00
100-1605-7730	DUARTE RECREATION PETTY ...	Lunar New Year Change	221836		100.00

Council Warrant Register By Account

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7730	DUARTE RECREATION PETTY ...	Lunar New Year Red Envelopes	221836		200.00
100-1415-7889	LANDSCAPE WAREHOUSE INC	Sports Park Irrigation Repairs	6866		1,089.68
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 12/2025	6867		184.50
100-2012	GO PERMITS LLC	Bldg Permit Refund (P#2025- 705/3428 Brookridge)	221839		1.00
100-2013	GO PERMITS LLC	Bldg Permit Refund (P#2025- 705/3428 Brookridge)	221839		1.40
100-4201	GO PERMITS LLC	Bldg Permit Cancelled (P#2025- 705/3428 Brookridge)	221839		758.50
100-4901	HMC CONSTRUCTION INC	Bldg Plan Check Refund (P#2025-714/1470 Mountain)	221841		1,320.40
100-1815-7820	HDL COMPANIES	BL Annual Software Hosting Use Fee	221840		14,296.19
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 1/2026	6841		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 1/2026	6841		66.00
100-1605-7735	SMART & FINAL	MLK Peace Walk Refreshments & Supplies	6879		142.18
100-1410-7614	STAPLES	Office Supplies	6880		66.12
100-1410-7614	STAPLES	Office Supplies	6880		44.74
100-1205-7761	DATA TICKET INC	Admin Citation Processing 12/2025	6851		7,326.85
100-1205-7761	DATA TICKET INC	Parking Citation Processing 12/2025	6851		1,737.89
100-5005	CALIFORNIA DEPT OF TAX & F...	2025 Sales & Use Tax	BD26-0919		13.00
100-1415-7889	LANDSCAPE WAREHOUSE INC	Sports Park Drip Irrigation Repairs	6866		129.25
100-1610-7618	DECCO AWARDS	Community Garden Plaque	221832		983.45
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	6879		83.56
100-1610-8100	PERFECTION PRO CONTRACT...	Duarte City Hall Exterior Refresh	221853		465,850.00
100-2127	PERFECTION PRO CONTRACT...	Retention-City Hall Exterior Refresh	221853		-23,292.50
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221850		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	221856		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221864		50.00
100-1605-7730	VOCO MEDIA INC	Lunar New Year Event Entertainment 12/21/2026	221863		4,000.00
100-1415-7889	JHM SUPPLY INC	Lower Sports Field Irrigation Repairs	6863		400.02
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	6879		70.55
100-1825-7630	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Lease 2/2026	221820		1,641.70
100-1825-7631	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Maintenance 12/2025	221820		527.71
100-1605-7733	SMART & FINAL	SC Monthly Dance Snacks	6879		105.34
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-0921		-34.62
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	BD26-0921		-6.75
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 2/2026	221848		1,750.00
100-1005-7643	DUARTE CHAMBER OF COMM...	Vinh Truong Mayors Breakfast 1/29/2026	6853		35.00
100-1005-7647	DUARTE CHAMBER OF COMM...	Martin Calderon Mayors Breakfast 1/29/2026	6853		35.00
100-1005-7648	DUARTE CHAMBER OF COMM...	Sam Kang Mayors Breakfast 1/29/2026	6853		35.00
100-1005-7650	DUARTE CHAMBER OF COMM...	Toney Lewis Mayors Breakfast 1/29/2026	6853		35.00
100-1405-7610	DUARTE CHAMBER OF COMM...	Craig Hensley Mayors Breakfast 1/29/2026	6853		35.00
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	6872		14,391.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Switch Mgmt 2/2026	6884		399.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 2/2026	6884		682.00

Council Warrant Register By Account

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maint 2/2026	6884		516.00
100-1810-7980	LOS ANGELES UNIFIED SCHOO...	Bilingual Testing 12/9/2025	221847		90.00
100-1825-7630	QUADIENT LEASING USA INC	CH Postage Machine Lease 2/23/26 - 5/22/26	221855		579.09
100-1605-7733	CURO MANAGED PRINT PRO...	Senior Ctr Program Sign	221831		18.79
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 12/23/25 - 1/22/26	221821		31.55
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Svcs 1/4/2026 - 1/17/2026	6842		6,965.05
100-1010-7651	DFM ASSOCIATES	2026 Election Code Book	221834		75.08
100-1010-7610	U.S. BANK	Albert Nunez 2026 CAPIO Conference Registration	6891		750.00
100-1010-7610	U.S. BANK	Frances Jimenez 2026 CMCA Annual Conference	6891		675.00
100-1010-7610	U.S. BANK	Frances Jimenez CCCA City Mgrs 1/2026 Meeting	6891		50.00
100-1010-7610	U.S. BANK	Frances Jimenez 2026 WLG Master Class Registration	6891		150.00
100-1010-7610	U.S. BANK	Brian Villalobos CCCA City Mgrs 1/2026 Meeting	6891		50.00
100-1010-7612	U.S. BANK	Brian Villalobos ICSC Membership Renewal	6891		175.00
100-1010-7612	U.S. BANK	Frances Jimenez IIMC Membership Renewal	6891		235.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	6891		18.00
100-1010-7614	U.S. BANK	Office Supplies (Amazon)	6891		74.04
100-1010-7980	U.S. BANK	2026 Homeless Count Volunteer Snacks (InstaCart)	6891		68.38
100-1010-7980	U.S. BANK	DashPass 1/5/2026 - 2/5/2026 (DoorDash)	6891		9.99
100-1020-7712	U.S. BANK	Hoostsuite Monthly Membership	6891		149.00
100-1020-7712	U.S. BANK	Spotify Monthly Membership	6891		19.99
100-1405-7610	U.S. BANK	Alvaro Gomez APA Leadership Training	6889		120.00
100-1405-7612	U.S. BANK	Alvaro Gomez APA/AICP Membership	6889		857.80
100-1405-7980	U.S. BANK	Salina Bautista Notary Renewal (NNA Services)	6889		629.73
100-1410-7610	U.S. BANK	(5) Field Svcs Employees MSA Training/Lunch	6889		128.75
100-1020-7711	U.S. BANK	Annual Awards Gift Cards/Party Decor (Target)	6888		416.30
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	6888		71.57
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	6888		71.20
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	6888		24.09
100-1020-7711	U.S. BANK	Annual Awards Electronic Invitation(PaperlessPost)	6888		29.00
100-1020-7711	U.S. BANK	Annual Awards Gift Cards for Awardees (Target)	6888		700.00
100-1020-7980	U.S. BANK	Annual Awards Celebration Candles (Walmart.com)	6888		55.03
100-1020-7980	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	6888		134.77
100-1020-7980	U.S. BANK	Annual Awards Gift Card for Awardee (Walmart)	6888		250.00
100-1020-7980	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	6888		257.43
100-1020-7980	U.S. BANK	Annual Awards Gift Card for Awardee (Target)	6888		350.00

Council Warrant Register By Account

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 1/4/26 - 2/3/26	6888		8.99
100-1605-7735	U.S. BANK	MLK Unity March Event Dry Cleaning (RomanCleaners)	6888		306.00
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 1/4/26 - 2/3/26	6888		9.00
100-1805-7614	U.S. BANK	Label Maker Tape/Coffee K-Pods (Amazon)	6888		59.35
100-1805-7980	U.S. BANK	Annual Awards Celebration Supplies (Costco)	6888		522.07
100-1805-7980	U.S. BANK	Admin Srvcs Staff Mtg 1/15/26 Food (T Burgers)	6888		109.11
100-1810-7610	U.S. BANK	Kristen P Lunch Mtg w/Monrovia Staff (HopeVillage)	6888		70.45
100-1810-7610	U.S. BANK	Kristen P Mayors Breakfast 1/29/26 (DuarteChamber)	6888		40.00
100-1815-7632	U.S. BANK	Adobe Creative/Cloud/Acrobat Pro 1/13/26 - 2/12/26	6888		884.67
100-1815-7632	U.S. BANK	Finance Webinar 1/7/26 - 2/6/26 (Zoom)	6888		96.00
100-1205-7610	U.S. BANK	Larry B Mtg w/Capt Meza/Lt Hernandez (HopeVillage)	6890		99.68
100-1205-7610	U.S. BANK	Legal Update Code Enforcement Training (TruCode)	6890		50.00
100-1205-7614	U.S. BANK	Office Supplies (Target)	6890		11.97
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6890		55.91
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6890		70.88
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6890		10.18
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6890		24.61
100-1205-7615	U.S. BANK	EOC Laminating Machine (Amazon)	6890		302.73
100-1205-7615	U.S. BANK	EOC Binding Machine/Supplies (Amazon)	6890		262.36
100-1205-7636	U.S. BANK	Public Safety Beanies (Amazon)	6890		115.80
100-1205-7779	U.S. BANK	DART Field Trip 1/17/26 (Activate Culver City)	6890		574.60
100-1205-7779	U.S. BANK	DART Field Trip 1/4/26 Tickets (AMC Theatres)	6890		310.56
100-1205-7779	U.S. BANK	DART Field Trip Dinner 1/18/26 (In-N-Out)	6890		180.00
100-1205-7779	U.S. BANK	DART Holiday Mtg Raffle Prizes (Target)	6890		209.00
100-1205-7779	U.S. BANK	DART Field Trip 1/4/26 Dinner (Chipotle)	6890		143.32
100-1205-7779	U.S. BANK	Financial Literacy at the Library 1/8/26 (Subway)	6890		118.33
100-1205-7779	U.S. BANK	DART Events Water (Target)	6890		27.96
100-1205-7779	U.S. BANK	DART Officer's Event 12/26/25 (Wendys)	6890		42.29
100-1205-7780	U.S. BANK	Animal Control Vehicle Tablet Mounts (Amazon)	6890		322.21
100-1205-7980	U.S. BANK	Crime Prevention Interview Panel Lunch (1913 Rest)	6890		155.39
100-1205-7980	U.S. BANK	Crime Prevention 2nd Interview Lunch (La Patrona)	6890		72.50
100-1205-7980	U.S. BANK	Tobacco Giveaways (Yeti)	6890	202419/1205-7980 Other Exps..	442.00
100-1815-7632	U.S. BANK	PS Annual (3) Users Creative Cloud Pro (Adobe)	6890		1,144.00
100-1010-7980	U.S. BANK	CC Meeting 1/13/26 Drinks (Chick-Fil-A)	6886		15.58
100-1020-7711	U.S. BANK	Annual Awards Gift Filler/Wrap/Ribbon (Amazon)	6886		70.39

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Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7711	U.S. BANK	Deposit-Annual Awards Dessert (Beignets Du Monde)	6886		450.00
100-1020-7711	U.S. BANK	Annual Awards Event Napkins (Customnapkin)	6886		83.59
100-1020-7711	U.S. BANK	Annual Awards Event Supplies (Hobby Lobby)	6886		35.88
100-1020-7711	U.S. BANK	Annual Awards Event Decorations (Amazon)	6886		104.96
100-1020-7711	U.S. BANK	Annual Awards Event Decor Rope (Amazon)	6886		125.30
100-1020-7716	U.S. BANK	Refund-Snow Nite Train Ride (Fun Services)	6886		-300.00
100-1605-7610	U.S. BANK	Parks & Rec Staff Staff Mtg Food (Einstein Bros)	6886		89.79
100-1605-7610	U.S. BANK	Parks & Rec Staff Staff Mtg Food (T Burgers)	6886		98.26
100-1605-7610	U.S. BANK	Independence Day Celebration Mtg (Wienerschnitzel)	6886		60.73
100-1605-7610	U.S. BANK	City Council Table Food Ed 5th Anniversary Party	6886		375.32
100-1605-7612	U.S. BANK	Kelly Barnes CPRS Join New Sections Membership	6886		5.00
100-1605-7612	U.S. BANK	iCloud Storage (Apple.com)	6886		0.99
100-1605-7614	U.S. BANK	Desk Chair Cushions (Amazon)	6886		20.32
100-1605-7614	U.S. BANK	Pop Up Post It Notes (Amazon)	6886		25.39
100-1605-7614	U.S. BANK	Heavy Duty Double Sided Tape (Amazon)	6886		19.44
100-1605-7614	U.S. BANK	Pens (Amazon)	6886		16.02
100-1605-7614	U.S. BANK	Parks & Rec Dept Frame (Target)	6886		19.89
100-1605-7730	U.S. BANK	Lunar New Year Mascot Shoes (Amazon)	6886		22.09
100-1605-7730	U.S. BANK	Special Events Projector (Amazon)	6886		262.99
100-1605-7730	U.S. BANK	New Years Eve Trail Event Supplies/Decor (Amazon)	6886		119.93
100-1605-7730	U.S. BANK	Lunar New Year Lion Costume (Amazon)	6886		242.98
100-1605-7733	U.S. BANK	SC Ping Pong Tournament Prizes/Supplies (Amazon)	6886		168.14
100-1605-7733	U.S. BANK	SC Valentines Day Dance Supplies (Amazon)	6886		152.56
100-1605-7733	U.S. BANK	SC Volunteer DJ Gift Card (Outback Steakhouse)	6886		100.00
100-1605-7733	U.S. BANK	SC Superbowl Party Supplies (Amazon)	6886		95.70
100-1605-7733	U.S. BANK	SC Emergency Lunch 1/22/26 (Subway)	6886		769.30
100-1605-7733	U.S. BANK	SC New Years Day Celebration Supplies (Amazon)	6886		51.64
100-1605-7733	U.S. BANK	Return-SC Ping Pong Tournament Supplies (Amazon)	6886		-27.28
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	6886		13.88
100-1605-7733	U.S. BANK	SC Super Bowl Party Supplies (Amazon)	6886		48.60
100-1605-7733	U.S. BANK	Refund-SC Valentines Day Supplies (Amazon)	6886		-65.13
100-1605-7735	U.S. BANK	TC Gloves/Work Lights/Games Supplies (Amazon)	6886		85.13
100-1605-7735	U.S. BANK	MLK Peace Walk Breakfast Coffee (Starbucks)	6886		66.00
100-1605-7735	U.S. BANK	TC Duarte Dance Competition Entry (Sharp Int'l)	6886		329.28

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Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7735	U.S. BANK	TC Calendars & Blender (Amazon)	6886		271.45
100-1605-7735	U.S. BANK	MLK Peace Walk Centerpiece Flowers (Trader Joes)	6886		103.66
100-1605-7735	U.S. BANK	MLK Peace Walk Speaker Gift Card (Target)	6886		50.00
100-1605-7735	U.S. BANK	MLK Peace Walk Centerpiece Supplies (Michaels)	6886		30.35
100-1605-7735	U.S. BANK	Duarte Family Feud TriviaMaker Subscription	6886		39.99
100-1605-7735	U.S. BANK	MLK Peace Walk Table Decorations (Amazon)	6886		96.35
100-1605-7737	U.S. BANK	'The Wiz' Excursion Dinner 1/22/26 (Claim Jumper)	6886		1,066.20
100-1605-7737	U.S. BANK	Adult Excursion Parking Pass 3/22/26 (LA Angels)	6886		50.00
100-1605-7741	U.S. BANK	Youth Sports Coaching Boards (Amazon)	6886		27.61
100-1605-7741	U.S. BANK	Youth Sports Hoop Casters (Amazon)	6886		64.05
100-1605-7745	U.S. BANK	Michael Lewis 2026 USA Boxing Membership	6886		132.00
100-1605-7745	U.S. BANK	Duarte Boxing Club 2026 USA Boxing Membership	6886		207.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Smart & Final)	6886		59.90
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (McDonalds)	6886		20.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Starbucks)	6886		30.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Jersey Mikes)	6886		20.00
100-1605-7980	U.S. BANK	P&R PT Staff Awards/Appreciation Food (El Canton)	6886		2,383.26
100-1605-7980	U.S. BANK	Staff Error-Starbucks 1/18/26 (R111271)	6886		24.15
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Target)	6886		125.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (In-N-Out)	6886		30.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Coffee Bean)	6886		20.00
100-1810-7980	U.S. BANK	Employee New Years Eve Toast Supplies (TraderJoes)	6886		24.06
100-1610-7618	SMART & FINAL	Council Drinks	6879		33.85
100-1020-7980	CULINARY ARTIST GROUP	Balance-Annual Awards Catering	221817		4,410.75
100-1205-8100	INTELSYS	Deposit-PS/CH/Yard Security Cameras Replacement	6862		12,488.38
100-2120	EMELYN LAWLER	TC Rent Deposit Refund 12/20/2025	221846		300.00
100-1605-7736	DANCEFIT LLC	Baby Ballet/Jazz/Hip-Hop 1/6/26 - 1/27/26	6850		666.40
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	6859		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	6870		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	6858		75.00
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	6885		75.00
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	6875		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	6864		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	6868		75.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	6843		218.00

Council Warrant Register By Account

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	6855		435.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	6883		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	6856		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	6847		566.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	6865		435.00
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	6873		566.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	221819		435.00
100-4808	CALEB COOK	Parent and Me Swim Refund (Zeppelin Cook)	221827		28.00
100-4808	MADELINE KARSANA	Parent and Me Swim Refund (Levi Karsana)	221845		56.00
100-4808	ELVIO SADUN	Parent and Me Swim Refund (Wesley Sadun)	221858		56.00
100-4808	WHITNEY JONES	Parent and Me Swim Refund (Josiah White)	221844		45.00
100-4808	ANA DI GIOVANNA	Tiny Tots Swim Refund (Cailin Di Giovanna)	221835		56.00
100-4808	ANA DI GIOVANNA	Level 1 Swim Refund (Theodore Di Giovanna)	221835		56.00
100-4808	PRISCILA CASTANEDA	Level 2 Swim Refund (James Castaneda)	221824		56.00
100-4808	PRISCILA CASTANEDA	Level 2 Swim Refund (Jacob Castaneda)	221824		56.00
100-4808	JENNIFER CREIGHTON	Level 2 Swim Refund (Julien Creighton)	221830		56.00
100-4808	JENNIFER CREIGHTON	Level 3/4 Swim Refund (Juliet Creighton)	221830		56.00
100-4808	JOYCE PERE	Adult Swim Refund (Joyce Pere)	221851		45.00
100-4808	VISHWANATHA SUNDARAPPA	Adult Swim Refund (Vishwanatha Sundarappa)	221862		56.00
100-4808	DIANE SOTO	Level 3/4 Swim Refund (Madeline Godoy)	221861		45.00
100-4808	DIANE SOTO	Level 3/4 Swim Refund (Nicholas Godoy)	221861		45.00
100-4808	ADRIANA MALEK	Level 3/4 Swim Refund (Ayaan Malek)	221849		22.50
100-4808	ADRIEN CHEW	Private Swim Lessons Refund (Nathan Low)	221825		140.00
100-4808	KAYU WONG	Private Swim Lessons Refund (Jonah Shum)	221865		280.00
100-4808	WHITNEY JONES	Level 1 Swim Refund (Dylan Coleman)	221844		45.00
100-1605-7730	HOLIDAY GOO INC	Easter Eggs for 2026 Eggfest	221842		1,193.40
100-1020-7980	STUBBIES PROMOTIONS INC	Annual Awards Gift Bags	6881		3,382.01
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	6879		180.84
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 12/27/25 - 1/26/26	221821		64.03
100-2120	MARIO BALDERRAMA	SC Rent Deposit Refund 1/24/2026	221818		500.00
100-2120	JOSE SANCHEZ	SC Rent Deposit Refund 1/17/2026	221859		500.00
100-1805-7965	HDL COREN & CONE	Property Tax Audit 1/2026 - 3/2026	6861		3,662.01
100-1605-7758	PYRO SPECTACULARS INC	Deposit-July 3rd 2026 Fireworks Display	221854		15,675.00
100-1610-7618	TREVIPAY	SC Coffee Supplies	6871		63.76

Council Warrant Register By Account

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7887	MONROVIA LOCK SHOP	Public Safety Office Keys	221823		44.20
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvc 12/2026	6849	202615DuartePark-Part2-Play...	128,656.24
Fund 100 - GENERAL FUND Total:					1,208,207.13
Fund: 220 - GAS TAX FUN					
220-2205-8100	SITE DESIGN STUDIO INC	Change Order 3	6878	202106-2205-8100-Highland P...	1,200.00
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal KITS Monitoring Reports 12/2025	221828		799.60
220-2210-7890	COUNTY OF LOS ANGELES DE...	TS Buena Vista @ Kellwil 12/2025	221828		848.77
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 12/2025	221828		8,939.57
220-2225-7965	ELIE FARAH INC	1748 Royal Oaks Topographic Survey & Design	6854		6,336.00
220-2210-7811	FS CONTRACTORS INC	Emergency Sinkhole Repair at 1143 Bloomdale Steet	6857		19,900.00
Fund 220 - GAS TAX FUN Total:					38,023.94
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2426-7810	A-1 MAINTENANCE SERVICES ...	Grocery Outlet Parking Lot Sweeping 1/2026	6841		843.00
240-2405-7888	CED	Citywide Street Light Supplies	221826		1,227.49
240-2410-7888	JHM SUPPLY INC	Citywide Irrigation Supplies	6863		357.73
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					2,428.22
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-7965	LDM ASSOCIATES INC	FY26 CDBG ADA Curb Ramps Project 12/2025	6867	202610-Prof Svc-CDBG-ADA C...	738.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					738.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 12/2025	6869		13,191.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					13,191.67
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	221838		8.00
440-4405-7650	HOME DEPOT CREDIT SERVICES	Yard Supplies	BD26-0921		15.43
440-4405-7788	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/22/2026	221843		1,000.00
Fund 440 - PROPOSITION A TRANSIT FUND Total:					1,023.43
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7788	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/22/2026	221843		788.25
Fund 460 - PROPOSITION C TRANSIT FUND Total:					788.25
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-2127	C J CONCRETE CONSTRUCTION..	Retention-FY26 Citywide Concrete Repair Project	6845	202608-Retention-FY25-26 Co...	-5,502.05
470-4705-8060	C J CONCRETE CONSTRUCTION..	Change Order 1	6845	202608-FY25-26 Concrete/Sid...	7,141.00
470-4705-8060	C J CONCRETE CONSTRUCTION..	FY26 Citywide Concrete Repair Project	6845	202608-FY25-26 Concrete/Sid...	102,900.00
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	6877		1,922.75
Fund 470 - MEASURE R LR TRANSIT FUND Total:					106,461.70
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	RIO HONDO/SAN GABIEL RIVE...	FY26 RH/SGR Watershed Mgmt Membership	6874		46,756.00
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					46,756.00
Fund: 620 - COMMUNITY IMPROVEMENT FUND					
620-2127	GREEN GIANT LANDSCAPE INC	Retention-Highland Ave Promenade Project	6860	202106-Retention-620-2127-H..	-11,135.98

Council Warrant Register By Account**Payment Dates: 1/29/2026 - 2/11/2026**

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
620-6225-8100	GREEN GIANT LANDSCAPE INC	Highland Promenade Project	6860	202106-Other Cap-620-6225-H..	222,719.56
Fund 620 - COMMUNITY IMPROVEMENT FUND Total:					211,583.58
Grand Total:					1,629,201.92

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,208,207.13
220 - GAS TAX FUN	38,023.94
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	2,428.22
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	738.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	13,191.67
440 - PROPOSITION A TRANSIT FUND	1,023.43
460 - PROPOSITION C TRANSIT FUND	788.25
470 - MEASURE R LR TRANSIT FUND	106,461.70
490 - MEASURE W (WATER/STORMWATER)	46,756.00
620 - COMMUNITY IMPROVEMENT FUND	211,583.58
Grand Total:	1,629,201.92

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	110.00
100-1005-7647	Travel & Exp - Calderon	110.00
100-1005-7648	Travel & Exp - Kang	110.00
100-1005-7650	Travel & Exp - Lewis	110.00
100-1010-7610	Travel, Mtgs & Conf	1,675.00
100-1010-7612	Publications and Dues	428.00
100-1010-7614	Office Supplies	74.04
100-1010-7651	Election Services	75.08
100-1010-7980	Other Expenses	93.95
100-1015-7682	Labor Counsel Legal	385.00
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	2,182.28
100-1020-7712	Community Information ...	168.99
100-1020-7716	Special Community Even...	340.51
100-1020-7980	Other Expenses	8,839.99
100-1205-7610	Travel, Mtgs & Conf	149.68
100-1205-7614	Office Supplies	173.55
100-1205-7615	Emergency Supplies	565.09
100-1205-7636	Uniforms	115.80
100-1205-7650	Vehicle Maintenance	160.00
100-1205-7761	Parking Ticket Collect	12,698.65
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	1,606.06
100-1205-7780	Animal Control	617.22
100-1205-7781	Contract Law Enforceme...	481,533.31
100-1205-7782	Crossing Guard Contract...	6,965.05
100-1205-7787	Public Safety Cntr Lease	14,391.00
100-1205-7887	Repairs & Replacements	44.20
100-1205-7980	Other Expenses	669.89
100-1205-8100	Other Capital Acquisitions	12,488.38
100-1405-7610	Travel, Mtgs & Conf	155.00
100-1405-7612	Publications and Dues	857.80
100-1405-7650	Vehicle Maintenance	64.00
100-1405-7690	Planning Commission	150.00
100-1405-7801	Industrial Waste Inspect...	1,931.64
100-1405-7965	Professional Services	184.50
100-1405-7980	Other Expenses	11,100.36
100-1410-7610	Travel, Mtgs & Conf	128.75
100-1410-7614	Office Supplies	110.86
100-1410-7650	Vehicle Maintenance	24.00

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7980	Other Expenses	1,877.87
100-1415-7889	Repairs-Sports Park	1,618.95
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	744.10
100-1605-7612	Publications and Dues	5.99
100-1605-7614	Office Supplies	101.06
100-1605-7650	Vehicle Maintenance	46.21
100-1605-7730	Special Events	7,491.39
100-1605-7733	Senior Center	2,086.91
100-1605-7735	Teen Center	1,612.95
100-1605-7736	Youth & Adult Recreatio...	666.40
100-1605-7737	Adult Excursions	1,116.20
100-1605-7741	Sports/Playground Progr...	91.66
100-1605-7745	Boxing Program	339.00
100-1605-7758	Independence Day Celeb...	15,675.00
100-1605-7965	Professional Services	128,656.24
100-1605-7980	Other Expenses	2,712.31
100-1610-7616	Pool Supplies	506.32
100-1610-7618	Building Supplies	2,163.25
100-1610-7652	Building Maint Services	720.00
100-1610-8100	Other Capital Improvem...	465,850.00
100-1805-7614	Office Supplies	59.35
100-1805-7965	Professional Services	3,662.01
100-1805-7980	Other Expenses	631.18
100-1810-7610	Travel, Mtgs & Conf	110.45
100-1810-7980	Other Expenses	114.06
100-1815-7632	Software	2,124.67
100-1815-7820	Finance Software	14,296.19
100-1815-7821	Network & Internet Serv...	1,081.20
100-1815-7830	Telephone Services	516.00
100-1825-7630	Equipment Lease	2,220.79
100-1825-7631	Equipment Maintenance	623.29
100-1825-7674	Retiree Health Insurance	3,525.00
100-2012	Green Building Fees Pay...	1.00
100-2013	Strong Motions Fees Pay...	1.40
100-2120	Refundable Deposits	1,300.00
100-2127	Retention Payable	-23,292.50
100-4201	Building Permits	758.50
100-4808	Swim Lesson Fees	1,199.50
100-4901	Plan Check Fees	1,320.40
100-5005	Taxable Sales	13.00
220-2205-8100	Other Capital Improvem...	1,200.00
220-2210-7811	Street Maintenance	19,900.00
220-2210-7890	Repairs-Traffic Signal	10,587.94
220-2225-7965	Professional Services	6,336.00
240-2405-7888	Repairs-Citywide	1,227.49
240-2410-7888	Repairs-Citywide	357.73
240-2426-7810	Street Sweeping	843.00
260-2605-7965	Professional Services	738.00
290-2905-7781	Contract Law Enforceme...	13,191.67
440-4405-7650	Vehicle Maintenance	23.43
440-4405-7788	Shuttle Services	1,000.00
460-4605-7788	Shuttle Services	788.25
470-2127	Retention Payable	-5,502.05
470-4705-8060	Sidewalk/Concrete Repai...	111,963.75
490-4905-7980	Other Expenses	46,756.00
620-2127	Retention Payable	-11,135.98

Account Summary

Account Number	Account Name	Payment Amount
620-6225-8100	Other Capital Improvem...	222,719.56
Grand Total:		1,629,201.92

Project Account Summary

Project Account Key	Payment Amount
None	1,182,043.15
202106-2205-8100-Highland Promenade Measure M	1,200.00
202106-Other Cap-620-6225-Highland Promenade-Msr M	222,719.56
202106-Retention-620-2127-Highland Promenade-Msr M	-11,135.98
202419/1205-7980 Other Exps-Tobacco Grant	442.00
202608-FY25-26 Concrete/Sidewalk Repair Project	110,041.00
202608-Retention-FY25-26 Concrete/Sidewalk Repair	-5,502.05
202610-Prof Svc-CDBG-ADA Curb Ramps	738.00
202615DuartePark-Part2-Playground/RR/Bball/DogPark	128,656.24
Grand Total:	1,629,201.92



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: T5073 - ADRIANA MALEK					
100-4808	ADRIANA MALEK	Level 3/4 Swim Refund (Ayaan Malek)	2000996.004		22.50
Vendor T5073 - ADRIANA MALEK Total:					22.50
Vendor: T4216 - ADRIEN CHEW					
100-4808	ADRIEN CHEW	Private Swim Lessons Refund (Nathan Low)	2000997.004		140.00
Vendor T4216 - ADRIEN CHEW Total:					140.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 1/4/2026 - 1/17/2026	PS-INV103325		6,965.05
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					6,965.05
Vendor: T5116 - ANA DI GIOVANNA					
100-4808	ANA DI GIOVANNA	Tiny Tots Swim Refund (Cailin Di Giovanna)	2000986.004		56.00
100-4808	ANA DI GIOVANNA	Level 1 Swim Refund (Theodore Di Giovanna)	2000987.004		56.00
Vendor T5116 - ANA DI GIOVANNA Total:					112.00
Vendor: 6561 - ANGELIKA DEOCAMPO					
100-1605-7730	ANGELIKA DEOCAMPO	Lunar New Year Entertainment	0226-1		350.00
Vendor 6561 - ANGELIKA DEOCAMPO Total:					350.00
Vendor: 6469 - BRIAN QUANDT					
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	1/20/2026		50.00
Vendor 6469 - BRIAN QUANDT Total:					50.00
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENS...	Labor Legal 12/2025	358093		385.00
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					385.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	FLOWBIRD	WTP Fees 12/2025	188876		88.28
Vendor 5559 - CALE AMERICA INC Total:					88.28
Vendor: T5065 - CALEB COOK					
100-4808	CALEB COOK	Parent and Me Swim Refund (Zeppelin Cook)	2000982.004		28.00
Vendor T5065 - CALEB COOK Total:					28.00
Vendor: 5836 - CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION					
100-5005	CALIFORNIA DEPT OF TAX & F...	2025 Sales & Use Tax	0-054-342-285		13.00
Vendor 5836 - CALIFORNIA DEPT OF TAX & FEE ADMINISTRATION Total:					13.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Lease 2/2026	42552017		1,641.70
100-1825-7631	CANON FINANCIAL SERVICES I...	(3) CH/PS/SC/TC Copier Maintenance 12/2025	42552017		527.71
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,169.41
Vendor: 5720 - CANON U.S.A. INC					
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 12/23/25 - 1/22/26	6014704002		31.55
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 12/27/25 - 1/26/26	6014751578		64.03
Vendor 5720 - CANON U.S.A. INC Total:					95.58

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	2/2026		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6746 - CELIA PEREZ					
100-1605-7733	CYNTHIA'S FLOWERS & GIFTS	SC Valentine's Day Party Centerpieces	06865		250.00
Vendor 6746 - CELIA PEREZ Total:					250.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	2/2026		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1610-7616	CHALLENGER TEAMWEAR	Fitness Ctr Staff Uniforms	1306337		506.32
Vendor 5792 - CHALLENGER TEAMWEAR Total:					506.32
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 12/2025	26011203777		1,931.64
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,931.64
Vendor: 3944 - CPRS DISTRICT 11					
100-1605-7610	CPRS DISTRICT XI	(3) Attendees CPRS Mini Conference	0022		120.00
Vendor 3944 - CPRS DISTRICT 11 Total:					120.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRO...	Senior Ctr Program Sign	104520		18.79
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					18.79
Vendor: 6709 - DAHLIN GROUP INC					
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 12/2026	2512-150	202615DuartePark-Part2-Play...	128,656.24
Vendor 6709 - DAHLIN GROUP INC Total:					128,656.24
Vendor: 6650 - DANCEFIT LLC					
100-1605-7736	DANCEFIT LLC	Baby Ballet/Jazz/Hip-Hop 1/6/26 - 1/27/26	#17		666.40
Vendor 6650 - DANCEFIT LLC Total:					666.40
Vendor: 5025 - DARRELL RAY CARROLL					
100-1205-7887	MONROVIA LOCK SHOP	Public Safety Office Keys	25862		44.20
Vendor 5025 - DARRELL RAY CARROLL Total:					44.20
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 10/2025	186015		1,642.57
100-1205-7761	DATA TICKET INC	Parking Citation Processing 10/2025	186747		1,991.34
100-1205-7761	DATA TICKET INC	Admin Citation Processing 12/2025	188485		7,326.85
100-1205-7761	DATA TICKET INC	Parking Citation Processing 12/2025	189203		1,737.89
Vendor 5501 - DATA TICKET INC Total:					12,698.65
Vendor: 6842 - DECCO AWARDS INC					
100-1610-7618	DECCO AWARDS	Community Garden Plaque	26-15468		983.45
Vendor 6842 - DECCO AWARDS INC Total:					983.45
Vendor: 1077 - DFM ASSOCIATES					
100-1010-7651	DFM ASSOCIATES	2026 Election Code Book	01262026		75.08
Vendor 1077 - DFM ASSOCIATES Total:					75.08
Vendor: T5052 - DIANE SOTO					
100-4808	DIANE SOTO	Level 3/4 Swim Refund (Madeline Godoy)	2000994.004		45.00

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-4808	DIANE SOTO	Level 3/4 Swim Refund (Nicholas Godoy)	2000995.004		45.00
Vendor T5052 - DIANE SOTO Total:					90.00
Vendor: 1381 - DOLPHIN RENTS INC					
100-1605-7733	DOLPHIN RENTS INC	SC New Year Celebration Linen Rental	10649		246.38
Vendor 1381 - DOLPHIN RENTS INC Total:					246.38
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1005-7643	DUARTE CHAMBER OF COMM...	Vinh Truong Mayors Breakfast 1/29/2026	15136		35.00
100-1005-7647	DUARTE CHAMBER OF COMM...	Martin Calderon Mayors Breakfast 1/29/2026	15136		35.00
100-1005-7648	DUARTE CHAMBER OF COMM...	Sam Kang Mayors Breakfast 1/29/2026	15136		35.00
100-1005-7650	DUARTE CHAMBER OF COMM...	Toney Lewis Mayors Breakfast 1/29/2026	15136		35.00
100-1405-7610	DUARTE CHAMBER OF COMM...	Craig Hensley Mayors Breakfast 1/29/2026	15136		35.00
Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:					175.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7730	DUARTE RECREATION PETTY ...	Lunar New Year Red Envelopes	2/21/2026		200.00
100-1605-7730	DUARTE RECREATION PETTY ...	Lunar New Year Change	2/21/2026		100.00
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					300.00
Vendor: 2227 - DUARTE-AZUSA ANIMAL HOSPITAL					
100-1205-7780	DUARTE-AZUSA ANIMAL HOSP..	Emergency Animal Care	134076		252.50
Vendor 2227 - DUARTE-AZUSA ANIMAL HOSPITAL Total:					252.50
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	2/2026		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: T5078 - ELVIO SADUN					
100-4808	ELVIO SADUN	Parent and Me Swim Refund (Wesley Sadun)	2000984.004		56.00
Vendor T5078 - ELVIO SADUN Total:					56.00
Vendor: T5111 - EMELYN LAWLER					
100-2120	EMELYN LAWLER	TC Rent Deposit Refund 12/20/2025	R110710		300.00
Vendor T5111 - EMELYN LAWLER Total:					300.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	00738		160.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Cleaning 10/2025	00738		64.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	00738		64.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	00738		24.00
100-1605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	00738		8.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					320.00
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 1/2026	211501		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 1/2026	211502		66.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					132.00
Vendor: T5112 - GO PERMITS LLC					
100-2012	GO PERMITS LLC	Bldg Permit Refund (P#2025-705/3428 Brookridge)	R110851		1.00
100-2013	GO PERMITS LLC	Bldg Permit Refund (P#2025-705/3428 Brookridge)	R110851		1.40

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-4201	GO PERMITS LLC	Bldg Permit Cancelled (P#2025-705/3428 Brookridge)	R110851		758.50
Vendor T5112 - GO PERMITS LLC Total:					760.90
Vendor: 6441 - HDL COMPANIES					
100-1815-7820	HDL COMPANIES	BL Annual Software Hosting Use Fee	SIN058192		14,296.19
Vendor 6441 - HDL COMPANIES Total:					14,296.19
Vendor: 3570 - HDL COREN & CONE					
100-1805-7965	HDL COREN & CONE	Property Tax Audit 1/2026 - 3/2026	SIN058807		3,662.01
Vendor 3570 - HDL COREN & CONE Total:					3,662.01
Vendor: 6843 - HENRY SHUM					
100-1605-7730	HENRY SHUM	Lunar New Year Sound Service 2/21/2026	1210		1,000.00
Vendor 6843 - HENRY SHUM Total:					1,000.00
Vendor: T5113 - HMC CONSTRUCTION INC					
100-4901	HMC CONSTRUCTION INC	Bldg Plan Check Refund (P#2025-714/1470 Mountain)	R110917		1,320.40
Vendor T5113 - HMC CONSTRUCTION INC Total:					1,320.40
Vendor: 4936 - HOLIDAY GOO INC					
100-1605-7730	HOLIDAY GOO INC	Easter Eggs for 2026 Eggfest	21734		1,193.40
Vendor 4936 - HOLIDAY GOO INC Total:					1,193.40
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Fitness Ctr Locker Room Tile Repair	904459		102.52
100-1610-7618	HOME DEPOT CREDIT SERVICES	Dehumidifier Rental	5907307		50.00
100-1020-7716	HOME DEPOT CREDIT SERVICES	Snow Nite Stage & Arches 12/7/2025	3554813		640.51
100-1610-7618	HOME DEPOT CREDIT SERVICES	Dehumidifier Rental	3907775		133.43
100-1205-7780	HOME DEPOT CREDIT SERVICES	Animal Control Trash Can	1732124		42.51
100-1610-7618	HOME DEPOT CREDIT SERVICES	Park Supplies/Repairs	8022839		178.97
100-1610-7618	HOME DEPOT CREDIT SERVICES	Public Safety/Shop Supplies/Repairs	4511292		135.74
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tool Replacement	1531556		1,716.02
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tool Replacement	0522673		82.09
100-1610-7618	HOME DEPOT CREDIT SERVICES	Office Heater	168964		40.21
100-1610-7618	HOME DEPOT CREDIT SERVICES	Parks/SC Repairs & Paint/TC Supplies	9531834		131.13
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Supplies	8512523		114.38
100-1610-7618	HOME DEPOT CREDIT SERVICES	Senior Ctr Supplies/Repairs	4023962		65.55
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount	65049873		-34.62
100-1610-7618	HOME DEPOT CREDIT SERVICES	Early Pay Discount	65049873		-6.75
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					3,391.69
Vendor: 6794 - ICS, INTELESYS INC					
100-1205-8100	INTELSYS	Deposit-PS/CH/Yard Security Cameras Replacement	Q-11705		12,488.38
Vendor 6794 - ICS, INTELESYS INC Total:					12,488.38
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	2/2026		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: T5115 - JENNIFER CREIGHTON					
100-4808	JENNIFER CREIGHTON	Level 2 Swim Refund (Julien Creighton)	2000990.004		56.00
100-4808	JENNIFER CREIGHTON	Level 3/4 Swim Refund (Juliet Creighton)	2000991.004		56.00
Vendor T5115 - JENNIFER CREIGHTON Total:					112.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6835 - JHM SUPPLY INC					
100-1415-7889	JHM SUPPLY INC	Lower Sports Field Irrigation Repairs	113159/3		400.02
Vendor 6835 - JHM SUPPLY INC Total:					400.02
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	2/2026		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	2/2026		435.00
Vendor 0086 - JOHN FASANA Total:					435.00
Vendor: T4392 - JOSE SANCHEZ					
100-2120	JOSE SANCHEZ	SC Rent Deposit Refund 1/17/2026	R111029		500.00
Vendor T4392 - JOSE SANCHEZ Total:					500.00
Vendor: T5119 - JOYCE PERE					
100-4808	JOYCE PERE	Adult Swim Refund (Joyce Pere)	2000992.004		45.00
Vendor T5119 - JOYCE PERE Total:					45.00
Vendor: T5121 - KAYU WONG					
100-4808	KAYU WONG	Private Swim Lessons Refund (Jonah Shum)	2000998.004		280.00
Vendor T5121 - KAYU WONG Total:					280.00
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
100-1415-7889	LANDSCAPE WAREHOUSE INC	Sports Park Irrigation Repairs	2601-575760		1,089.68
100-1415-7889	LANDSCAPE WAREHOUSE INC	Sports Park Drip Irrigation Repairs	2601-578575		129.25
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					1,218.93
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY26 Federal Grant Administration 12/2025	8882		184.50
Vendor 5438 - LDM ASSOCIATES INC Total:					184.50
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 12/2025	261531TZ		481,469.31
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					481,469.31
Vendor: 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT					
100-1810-7980	LOS ANGELES UNIFIED SCHOO...	Bilingual Testing 12/9/2025	3979		90.00
Vendor 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT Total:					90.00
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 2/2026	huntplaz-0226		1,750.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,750.00
Vendor: 5355 - LUZ YESENIA PAEZ					
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	1/20/2026		50.00
Vendor 5355 - LUZ YESENIA PAEZ Total:					50.00
Vendor: T5118 - MADELINE KARSANA					
100-4808	MADELINE KARSANA	Parent and Me Swim Refund (Levi Karsana)	2000983.004		56.00
Vendor T5118 - MADELINE KARSANA Total:					56.00
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	2/2026		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: T3447 - MARIO BALDERRAMA					
100-2120	MARIO BALDERRAMA	SC Rent Deposit Refund 1/24/2026	R110509		500.00
Vendor T3447 - MARIO BALDERRAMA Total:					500.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6695 - MARTIN CALDERON RIOS					
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	2/2026		75.00
Vendor 6695 - MARTIN CALDERON RIOS Total:					75.00
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	2/2026		435.00
Vendor 1042 - MICHAEL TARR Total:					435.00
Vendor: 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC					
100-1610-7618	TREVIPAY	SC Coffee Supplies	040e4e6c		63.76
Vendor 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC Total:					63.76
Vendor: 2461 - MVP, LLC					
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	2/2026		14,391.00
Vendor 2461 - MVP, LLC Total:					14,391.00
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	2/2026		76.92
Vendor 1197 - PAMELA ROMERO Total:					76.92
Vendor: 6334 - PAUL D MCCULLOUGH JR					
100-1020-7980	CULINARY ARTIST GROUP	Balance-Annual Awards Catering	5643-1/30/2026		4,410.75
Vendor 6334 - PAUL D MCCULLOUGH JR Total:					4,410.75
Vendor: 6726 - PERFECTION PAINTING CORP					
100-1610-8100	PERFECTION PRO CONTRACT...	Duarte City Hall Exterior Refresh	0392		465,850.00
100-2127	PERFECTION PRO CONTRACT...	Retention-City Hall Exterior Refresh	0392		-23,292.50
Vendor 6726 - PERFECTION PAINTING CORP Total:					442,557.50
Vendor: T5114 - PRISCILA CASTANEDA					
100-4808	PRISCILA CASTANEDA	Level 2 Swim Refund (James Castaneda)	2000988.004		56.00
100-4808	PRISCILA CASTANEDA	Level 2 Swim Refund (Jacob Castaneda)	2000989.004		56.00
Vendor T5114 - PRISCILA CASTANEDA Total:					112.00
Vendor: 6032 - PYRO SPECTACULARS INC					
100-1605-7758	PYRO SPECTACULARS INC	Deposit-July 3rd 2026 Fireworks Display	SO50468		15,675.00
Vendor 6032 - PYRO SPECTACULARS INC Total:					15,675.00
Vendor: 6176 - QUADIENT LEASING USA INC					
100-1825-7630	QUADIENT LEASING USA INC	CH Postage Machine Lease 2/23/26 - 5/22/26	Q2195029		579.09
Vendor 6176 - QUADIENT LEASING USA INC Total:					579.09
Vendor: 6788 - RAYCOM DATA TECHNOLOGIES INC					
100-1405-7980	RAYCOM DATA TECHNOLOGIE...	CMO/CMD Scanning Project 4th Round	238460		10,470.63
Vendor 6788 - RAYCOM DATA TECHNOLOGIES INC Total:					10,470.63
Vendor: 6293 - RODOLFO CARDENAS					
100-1605-7733	SONICBOOM DJ Rudy	SC Valentine's Day Entertainment DJ	2/12/2026		150.00
Vendor 6293 - RODOLFO CARDENAS Total:					150.00
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	2/2026		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	MLK Peace Walk Refreshments & Supplies	545288		142.18
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	460866		83.56
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	420744		70.55
100-1605-7733	SMART & FINAL	SC Monthly Dance Snacks	427944		105.34

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7618	SMART & FINAL	Council Drinks	337822		33.85
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	362711		180.84
Vendor 0209 - SMART & FINAL Total:					616.32
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1410-7614	STAPLES	Office Supplies	6053027229		66.12
100-1410-7614	STAPLES	Office Supplies	6053104259		44.74
Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:					110.86
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	2/2026		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00
Vendor: 6343 - STUBBIES PROMOTIONS INC					
100-1020-7980	STUBBIES PROMOTIONS INC	Annual Awards Gift Bags	25500		3,382.01
Vendor 6343 - STUBBIES PROMOTIONS INC Total:					3,382.01
Vendor: 6288 - SUNTREK INDUSTRIES INC					
100-1610-7652	SUNTREK INDUSTRIES INC	CP Booster Pump Console Repair	49910		720.00
Vendor 6288 - SUNTREK INDUSTRIES INC Total:					720.00
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	2/2026		75.00
Vendor 6457 - TERA MARTIN DEL CAMPO Total:					75.00
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	2/2026		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Switch Mgmt 2/2026	29937		399.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 2/2026	29938		682.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maint 2/2026	29971		516.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					1,597.20
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	2/2026		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 4484 - U.S. BANK					
100-1010-7610	U.S. BANK	Brian Villalobos CCCA City Mgrs 1/2026 Meeting	1262026BV		50.00
100-1010-7610	U.S. BANK	Frances Jimenez 2026 WLG Master Class Registration	1262026BV		150.00
100-1010-7610	U.S. BANK	Albert Nunez 2026 CAPIO Conference Registration	1262026BV		750.00
100-1010-7610	U.S. BANK	Frances Jimenez 2026 CMCA Annual Conference	1262026BV		675.00
100-1010-7610	U.S. BANK	Frances Jimenez CCCA City Mgrs 1/2026 Meeting	1262026BV		50.00
100-1010-7612	U.S. BANK	Frances Jimenez IIMC Membership Renewal	1262026BV		235.00
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	1262026BV		18.00
100-1010-7612	U.S. BANK	Brian Villalobos ICSC Membership Renewal	1262026BV		175.00
100-1010-7614	U.S. BANK	Office Supplies (Amazon)	1262026BV		74.04
100-1010-7980	U.S. BANK	2026 Homeless Count	1262026BV		68.38
100-1010-7980	U.S. BANK	Volunteer Snacks (InstaCart)			
100-1010-7980	U.S. BANK	DashPass 1/5/2026 - 2/5/2026 (DoorDash)	1262026BV		9.99
100-1020-7712	U.S. BANK	Spotify Monthly Membership	1262026BV		19.99
100-1020-7712	U.S. BANK	Hoostsuite Monthly Membership	1262026BV		149.00

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100-1405-7610	U.S. BANK	Alvaro Gomez APA Leadership Training	1262026CH		120.00
100-1405-7612	U.S. BANK	Alvaro Gomez APA/AICP Membership	1262026CH		857.80
100-1405-7980	U.S. BANK	Salina Bautista Notary Renewal (NNA Services)	1262026CH		629.73
100-1410-7610	U.S. BANK	(5) Field Srvcs Employees MSA Training/Lunch	1262026CH		128.75
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	1262026KP		24.09
100-1020-7711	U.S. BANK	Annual Awards Electronic Invitation(PaperlessPost)	1262026KP		29.00
100-1020-7711	U.S. BANK	Annual Awards Gift Cards/Party Decor (Target)	1262026KP		416.30
100-1020-7711	U.S. BANK	Annual Awards Gift Cards for Awardees (Target)	1262026KP		700.00
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	1262026KP		71.57
100-1020-7711	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	1262026KP		71.20
100-1020-7980	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	1262026KP		134.77
100-1020-7980	U.S. BANK	Annual Awards Celebration Supplies (Amazon)	1262026KP		257.43
100-1020-7980	U.S. BANK	Annual Awards Gift Card for Awardee (Walmart)	1262026KP		250.00
100-1020-7980	U.S. BANK	Annual Awards Gift Card for Awardee (Target)	1262026KP		350.00
100-1020-7980	U.S. BANK	Annual Awards Celebration Candles (Walmart.com)	1262026KP		55.03
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 1/4/26 - 2/3/26	1262026KP		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 1/4/26 - 2/3/26	1262026KP		9.00
100-1605-7735	U.S. BANK	MLK Unity March Event Dry Cleaning (RomanCleaners)	1262026KP		306.00
100-1805-7614	U.S. BANK	Label Maker Tape/Coffee K-Pods (Amazon)	1262026KP		59.35
100-1805-7980	U.S. BANK	Annual Awards Celebration Supplies (Costco)	1262026KP		522.07
100-1805-7980	U.S. BANK	Admin Srvcs Staff Mtg 1/15/26 Food (T Burgers)	1262026KP		109.11
100-1810-7610	U.S. BANK	Kristen P Mayors Breakfast 1/29/26 (DuarteChamber)	1262026KP		40.00
100-1810-7610	U.S. BANK	Kristen P Lunch Mtg w/Monrovia Staff (HopeVillage)	1262026KP		70.45
100-1815-7632	U.S. BANK	Adobe Creative/Cloud/Acrobat Pro 1/13/26 - 2/12/26	1262026KP		884.67
100-1815-7632	U.S. BANK	Finance Webinar 1/7/26 - 2/6/26 (Zoom)	1262026KP		96.00
100-1205-7610	U.S. BANK	Legal Update Code Enforcement Training (TruCode)	1262026LB		50.00
100-1205-7610	U.S. BANK	Larry B Mtg w/Capt Meza/Lt Hernandez (HopeVillage)	1262026LB		99.68
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1262026LB		55.91
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1262026LB		24.61
100-1205-7614	U.S. BANK	Office Supplies (Target)	1262026LB		11.97
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1262026LB		10.18
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1262026LB		70.88
100-1205-7615	U.S. BANK	EOC Laminating Machine (Amazon)	1262026LB		302.73

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7615	U.S. BANK	EOC Binding Machine/Supplies (Amazon)	1262026LB		262.36
100-1205-7636	U.S. BANK	Public Safety Beanies (Amazon)	1262026LB		115.80
100-1205-7779	U.S. BANK	DART Holiday Mtg Raffle Prizes (Target)	1262026LB		209.00
100-1205-7779	U.S. BANK	DART Field Trip 1/4/26 Dinner (Chipotle)	1262026LB		143.32
100-1205-7779	U.S. BANK	DART Events Water (Target)	1262026LB		27.96
100-1205-7779	U.S. BANK	DART Field Trip 1/4/26 Tickets (AMC Theatres)	1262026LB		310.56
100-1205-7779	U.S. BANK	DART Field Trip Dinner 1/18/26 (In-N-Out)	1262026LB		180.00
100-1205-7779	U.S. BANK	DART Officer's Event 12/26/25 (Wendys)	1262026LB		42.29
100-1205-7779	U.S. BANK	DART Field Trip 1/17/26 (Activate Culver City)	1262026LB		574.60
100-1205-7779	U.S. BANK	Financial Literacy at the Library 1/8/26 (Subway)	1262026LB		118.33
100-1205-7780	U.S. BANK	Animal Control Vehicle Tablet Mounts (Amazon)	1262026LB		322.21
100-1205-7980	U.S. BANK	Tobacco Giveaways (Yeti)	1262026LB	202419/1205-7980 Other Exps..	442.00
100-1205-7980	U.S. BANK	Crime Prevention Interview Panel Lunch (1913 Rest)	1262026LB		155.39
100-1205-7980	U.S. BANK	Crime Prevention 2nd Interview Lunch (La Patrona)	1262026LB		72.50
100-1815-7632	U.S. BANK	PS Annual (3) Users Creative Cloud Pro (Adobe)	1262026LB		1,144.00
100-1010-7980	U.S. BANK	CC Meeting 1/13/26 Drinks (Chick-Fil-A)	1262026ME		15.58
100-1020-7711	U.S. BANK	Annual Awards Event Decorations (Amazon)	1262026ME		104.96
100-1020-7711	U.S. BANK	Annual Awards Event Decor Rope (Amazon)	1262026ME		125.30
100-1020-7711	U.S. BANK	Annual Awards Gift Filler/Wrap/Ribbon (Amazon)	1262026ME		70.39
100-1020-7711	U.S. BANK	Annual Awards Event Napkins (Customnapkin)	1262026ME		83.59
100-1020-7711	U.S. BANK	Deposit-Annual Awards Dessert (Beignets Du Monde)	1262026ME		450.00
100-1020-7711	U.S. BANK	Annual Awards Event Supplies (Hobby Lobby)	1262026ME		35.88
100-1020-7716	U.S. BANK	Refund-Snow Nite Train Ride (Fun Services)	1262026ME		-300.00
100-1605-7610	U.S. BANK	Independence Day Celebration Mtg (Wienerschnitzel)	1262026ME		60.73
100-1605-7610	U.S. BANK	City Council Table Food Ed 5th Anniversary Party	1262026ME		375.32
100-1605-7610	U.S. BANK	Parks & Rec Staff Staff Mtg Food (T Burgers)	1262026ME		98.26
100-1605-7610	U.S. BANK	Parks & Rec Staff Staff Mtg Food (Einstein Bros)	1262026ME		89.79
100-1605-7612	U.S. BANK	iCloud Storage (Apple.com)	1262026ME		0.99
100-1605-7612	U.S. BANK	Kelly Barnes CPRS Join New Sections Membership	1262026ME		5.00
100-1605-7614	U.S. BANK	Pens (Amazon)	1262026ME		16.02
100-1605-7614	U.S. BANK	Heavy Duty Double Sided Tape (Amazon)	1262026ME		19.44
100-1605-7614	U.S. BANK	Parks & Rec Dept Frame (Target)	1262026ME		19.89
100-1605-7614	U.S. BANK	Pop Up Post It Notes (Amazon)	1262026ME		25.39
100-1605-7614	U.S. BANK	Desk Chair Cushions (Amazon)	1262026ME		20.32
100-1605-7730	U.S. BANK	Special Events Projector (Amazon)	1262026ME		262.99

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7730	U.S. BANK	Lunar New Year Lion Costume (Amazon)	1262026ME		242.98
100-1605-7730	U.S. BANK	New Years Eve Trail Event Supplies/Decor (Amazon)	1262026ME		119.93
100-1605-7730	U.S. BANK	Lunar New Year Mascot Shoes (Amazon)	1262026ME		22.09
100-1605-7733	U.S. BANK	Refund-SC Valentines Day Supplies (Amazon)	1262026ME		-65.13
100-1605-7733	U.S. BANK	Return-SC Ping Pong Tournament Supplies (Amazon)	1262026ME		-27.28
100-1605-7733	U.S. BANK	SC New Years Day Celebration Supplies (Amazon)	1262026ME		51.64
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	1262026ME		13.88
100-1605-7733	U.S. BANK	SC Ping Pong Tournament Prizes/Supplies (Amazon)	1262026ME		168.14
100-1605-7733	U.S. BANK	SC Super Bowl Party Supplies (Amazon)	1262026ME		48.60
100-1605-7733	U.S. BANK	SC Valentines Day Dance Supplies (Amazon)	1262026ME		152.56
100-1605-7733	U.S. BANK	SC Volunteer DJ Gift Card (Outback Steakhouse)	1262026ME		100.00
100-1605-7733	U.S. BANK	SC Superbowl Party Supplies (Amazon)	1262026ME		95.70
100-1605-7733	U.S. BANK	SC Emergency Lunch 1/22/26 (Subway)	1262026ME		769.30
100-1605-7735	U.S. BANK	MLK Peace Walk Breakfast Coffee (Starbucks)	1262026ME		66.00
100-1605-7735	U.S. BANK	TC Calendars & Blender (Amazon)	1262026ME		271.45
100-1605-7735	U.S. BANK	TC Gloves/Work Lights/Games Supplies (Amazon)	1262026ME		85.13
100-1605-7735	U.S. BANK	MLK Peace Walk Table Decorations (Amazon)	1262026ME		96.35
100-1605-7735	U.S. BANK	MLK Peace Walk Speaker Gift Card (Target)	1262026ME		50.00
100-1605-7735	U.S. BANK	MLK Peace Walk Centerpiece Flowers (Trader Joes)	1262026ME		103.66
100-1605-7735	U.S. BANK	TC Duarte Dance Competition Entry (Sharp Int'l)	1262026ME		329.28
100-1605-7735	U.S. BANK	Duarte Family Feud TriviaMaker Subscription	1262026ME		39.99
100-1605-7735	U.S. BANK	MLK Peace Walk Centerpiece Supplies (Michaels)	1262026ME		30.35
100-1605-7737	U.S. BANK	'The Wiz' Excursion Dinner 1/22/26 (Claim Jumper)	1262026ME		1,066.20
100-1605-7737	U.S. BANK	Adult Excursion Parking Pass 3/22/26 (LA Angels)	1262026ME		50.00
100-1605-7741	U.S. BANK	Youth Sports Hoop Casters (Amazon)	1262026ME		64.05
100-1605-7741	U.S. BANK	Youth Sports Coaching Boards (Amazon)	1262026ME		27.61
100-1605-7745	U.S. BANK	Duarte Boxing Club 2026 USA Boxing Membership	1262026ME		207.00
100-1605-7745	U.S. BANK	Michael Lewis 2026 USA Boxing Membership	1262026ME		132.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Target)	1262026ME		125.00
100-1605-7980	U.S. BANK	P&R PT Staff Awards/Appreciation Food (El Canton)	1262026ME		2,383.26
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Smart & Final)	1262026ME		59.90
100-1605-7980	U.S. BANK	Staff Error-Starbucks 1/18/26 (R111271)	1262026ME		24.15

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (In-N-Out)	1262026ME		30.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Jersey Mikes)	1262026ME		20.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (McDonalds)	1262026ME		20.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Coffee Bean)	1262026ME		20.00
100-1605-7980	U.S. BANK	PT Staff Awards Gift Cards (Starbucks)	1262026ME		30.00
100-1810-7980	U.S. BANK	Employee New Years Eve Toast Supplies (TraderJoes)	1262026ME		24.06
Vendor 4484 - U.S. BANK Total:					21,999.68
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	2/2026		75.00
Vendor 6196 - VINH TRUONG Total:					75.00
Vendor: T5120 - VISHWANATHA SUNDARAPPA					
100-4808	VISHWANATHA SUNDARAPPA	Adult Swim Refund (Vishwanatha Sundarappa)	2000993.004		56.00
Vendor T5120 - VISHWANATHA SUNDARAPPA Total:					56.00
Vendor: 6708 - VOCO MEDIA INC					
100-1605-7730	VOCO MEDIA INC	Lunar New Year Event Entertainment 12/21/2026	1033		4,000.00
Vendor 6708 - VOCO MEDIA INC Total:					4,000.00
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	1/20/2026		50.00
Vendor 5835 - WALLACE WOLFF Total:					50.00
Vendor: 4797 - WEX BANK					
100-1605-7650	FLEET SERVICES (76 FLEET)	Santa Coming to Duarte Fuel	109711872		38.21
Vendor 4797 - WEX BANK Total:					38.21
Vendor: T5117 - WHITNEY JONES					
100-4808	WHITNEY JONES	Parent and Me Swim Refund (Josiah White)	2000985.004		45.00
100-4808	WHITNEY JONES	Level 1 Swim Refund (Dylan Coleman)	2000999.004		45.00
Vendor T5117 - WHITNEY JONES Total:					90.00
Fund 100 - GENERAL FUND Total:					1,208,207.13
Fund: 220 - GAS TAX FUN					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal KITS Monitoring Reports 12/2025	26011203847		799.60
220-2210-7890	COUNTY OF LOS ANGELES DE...	TS Buena Vista @ Kellwil 12/2025	26011203888		848.77
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 12/2025	26011204132		8,939.57
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					10,587.94
Vendor: 5873 - ELIE FARAH INC					
220-2225-7965	ELIE FARAH INC	1748 Royal Oaks Topographic Survey & Design	1-DUA25-21		6,336.00
Vendor 5873 - ELIE FARAH INC Total:					6,336.00
Vendor: 5406 - JOSE ANGEL FIERROS					
220-2210-7811	FS CONTRACTORS INC	Emergency Sinkhole Repair at 1143 Bloomdale Steet	3721		19,900.00
Vendor 5406 - JOSE ANGEL FIERROS Total:					19,900.00
Vendor: 6602 - SITE DESIGN STUDIO INC					
220-2205-8100	SITE DESIGN STUDIO INC	Change Order 3	25-10003	202106-2205-8100-Highland P..	1,200.00
Vendor 6602 - SITE DESIGN STUDIO INC Total:					1,200.00
Fund 220 - GAS TAX FUN Total:					38,023.94

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC					
240-2405-7888	CED	Citywide Street Light Supplies	3301-1024819		1,227.49
Vendor 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total:					1,227.49
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
240-2426-7810	A-1 MAINTENANCE SERVICES ...	Grocery Outlet Parking Lot Sweeping 1/2026	211500		843.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					843.00
Vendor: 6835 - JHM SUPPLY INC					
240-2410-7888	JHM SUPPLY INC	Citywide Irrigation Supplies	113317/3		357.73
Vendor 6835 - JHM SUPPLY INC Total:					357.73
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					2,428.22
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	FY26 CDBG ADA Curb Ramps Project 12/2025	8883	202610-Prof Svc-CDBG-ADA C...	738.00
Vendor 5438 - LDM ASSOCIATES INC Total:					738.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					738.00
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff Contract 12/2025	261531TZ		13,191.67
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					13,191.67
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					13,191.67
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 10/2025	00738		8.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					8.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
440-4405-7650	HOME DEPOT CREDIT SERVICES	Yard Supplies	9812067		15.43
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					15.43
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
440-4405-7788	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/22/2026	64740		1,000.00
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					1,000.00
Fund 440 - PROPOSITION A TRANSIT FUND Total:					1,023.43
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
460-4605-7788	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/22/2026	64740		788.25
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					788.25
Fund 460 - PROPOSITION C TRANSIT FUND Total:					788.25
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6669 - C J CONCRETE CONSTRUCTION INC					
470-2127	C J CONCRETE CONSTRUCTION..	Retention-FY26 Citywide Concrete Repair Project	7200	202608-Retention-FY25-26 Co...	-5,502.05
470-4705-8060	C J CONCRETE CONSTRUCTION..	Change Order 1	7200	202608-FY25-26 Concrete/Sid...	7,141.00
470-4705-8060	C J CONCRETE CONSTRUCTION..	FY26 Citywide Concrete Repair Project	7200	202608-FY25-26 Concrete/Sid...	102,900.00
Vendor 6669 - C J CONCRETE CONSTRUCTION INC Total:					104,538.95
Vendor: 6524 - SAFE SIDEWALKS INCORPORATED					
470-4705-8060	PRECISION CONCRETE CUTTI...	FY26 Sidewalk Maintenance Project	COD 012126-13		1,922.75
Vendor 6524 - SAFE SIDEWALKS INCORPORATED Total:					1,922.75
Fund 470 - MEASURE R LR TRANSIT FUND Total:					106,461.70

Council Warrant Register By Vendor

Payment Dates: 1/29/2026 - 2/11/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 6523 - RIO HONDO/SAN GABRIEL RIVER WATERSHED MANAGEMENT JOINT POWERS					
490-4905-7980	RIO HONDO/SAN GABIEL RIVE...	FY26 RH/SGR Watershed Mgmt MEM-25-03 Membership			46,756.00
Vendor 6523 - RIO HONDO/SAN GABRIEL RIVER WATERSHED MANAGEMENT JOINT POWERS Total:					46,756.00
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					46,756.00
Fund: 620 - COMMUNITY IMPROVEMENT FUND					
Vendor: 6749 - GREEN GIANT LANDSCAPE INC					
620-2127	GREEN GIANT LANDSCAPE INC	Retention-Highland Ave Promenade Project	1202-05	202106-Retention-620-2127-H..	-11,135.98
620-6225-8100	GREEN GIANT LANDSCAPE INC	Highland Promenade Project	1202-05	202106-Other Cap-620-6225-H..	222,719.56
Vendor 6749 - GREEN GIANT LANDSCAPE INC Total:					211,583.58
Fund 620 - COMMUNITY IMPROVEMENT FUND Total:					211,583.58
Grand Total:					1,629,201.92

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,208,207.13
220 - GAS TAX FUN	38,023.94
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	2,428.22
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	738.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	13,191.67
440 - PROPOSITION A TRANSIT FUND	1,023.43
460 - PROPOSITION C TRANSIT FUND	788.25
470 - MEASURE R LR TRANSIT FUND	106,461.70
490 - MEASURE W (WATER/STORMWATER)	46,756.00
620 - COMMUNITY IMPROVEMENT FUND	211,583.58
Grand Total:	1,629,201.92

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	75.00
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	110.00
100-1005-7647	Travel & Exp - Calderon	110.00
100-1005-7648	Travel & Exp - Kang	110.00
100-1005-7650	Travel & Exp - Lewis	110.00
100-1010-7610	Travel, Mtgs & Conf	1,675.00
100-1010-7612	Publications and Dues	428.00
100-1010-7614	Office Supplies	74.04
100-1010-7651	Election Services	75.08
100-1010-7980	Other Expenses	93.95
100-1015-7682	Labor Counsel Legal	385.00
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	2,182.28
100-1020-7712	Community Information ...	168.99
100-1020-7716	Special Community Even...	340.51
100-1020-7980	Other Expenses	8,839.99
100-1205-7610	Travel, Mtgs & Conf	149.68
100-1205-7614	Office Supplies	173.55
100-1205-7615	Emergency Supplies	565.09
100-1205-7636	Uniforms	115.80
100-1205-7650	Vehicle Maintenance	160.00
100-1205-7761	Parking Ticket Collect	12,698.65
100-1205-7762	Parking Pass Kiosk Costs	88.28
100-1205-7779	Youth Programs	1,606.06
100-1205-7780	Animal Control	617.22
100-1205-7781	Contract Law Enforceme...	481,533.31
100-1205-7782	Crossing Guard Contract...	6,965.05
100-1205-7787	Public Safety Cntr Lease	14,391.00
100-1205-7887	Repairs & Replacements	44.20
100-1205-7980	Other Expenses	669.89
100-1205-8100	Other Capital Acquisitions	12,488.38
100-1405-7610	Travel, Mtgs & Conf	155.00
100-1405-7612	Publications and Dues	857.80
100-1405-7650	Vehicle Maintenance	64.00
100-1405-7690	Planning Commission	150.00
100-1405-7801	Industrial Waste Inspect...	1,931.64
100-1405-7965	Professional Services	184.50
100-1405-7980	Other Expenses	11,100.36
100-1410-7610	Travel, Mtgs & Conf	128.75
100-1410-7614	Office Supplies	110.86
100-1410-7650	Vehicle Maintenance	24.00

Account Summary

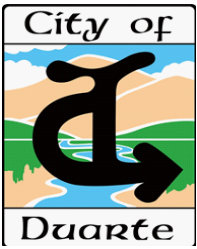
Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7980	Other Expenses	1,877.87
100-1415-7889	Repairs-Sports Park	1,618.95
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	744.10
100-1605-7612	Publications and Dues	5.99
100-1605-7614	Office Supplies	101.06
100-1605-7650	Vehicle Maintenance	46.21
100-1605-7730	Special Events	7,491.39
100-1605-7733	Senior Center	2,086.91
100-1605-7735	Teen Center	1,612.95
100-1605-7736	Youth & Adult Recreatio...	666.40
100-1605-7737	Adult Excursions	1,116.20
100-1605-7741	Sports/Playground Progr...	91.66
100-1605-7745	Boxing Program	339.00
100-1605-7758	Independence Day Celeb...	15,675.00
100-1605-7965	Professional Services	128,656.24
100-1605-7980	Other Expenses	2,712.31
100-1610-7616	Pool Supplies	506.32
100-1610-7618	Building Supplies	2,163.25
100-1610-7652	Building Maint Services	720.00
100-1610-8100	Other Capital Improvem...	465,850.00
100-1805-7614	Office Supplies	59.35
100-1805-7965	Professional Services	3,662.01
100-1805-7980	Other Expenses	631.18
100-1810-7610	Travel, Mtgs & Conf	110.45
100-1810-7980	Other Expenses	114.06
100-1815-7632	Software	2,124.67
100-1815-7820	Finance Software	14,296.19
100-1815-7821	Network & Internet Serv...	1,081.20
100-1815-7830	Telephone Services	516.00
100-1825-7630	Equipment Lease	2,220.79
100-1825-7631	Equipment Maintenance	623.29
100-1825-7674	Retiree Health Insurance	3,525.00
100-2012	Green Building Fees Pay...	1.00
100-2013	Strong Motions Fees Pay...	1.40
100-2120	Refundable Deposits	1,300.00
100-2127	Retention Payable	-23,292.50
100-4201	Building Permits	758.50
100-4808	Swim Lesson Fees	1,199.50
100-4901	Plan Check Fees	1,320.40
100-5005	Taxable Sales	13.00
220-2205-8100	Other Capital Improvem...	1,200.00
220-2210-7811	Street Maintenance	19,900.00
220-2210-7890	Repairs-Traffic Signal	10,587.94
220-2225-7965	Professional Services	6,336.00
240-2405-7888	Repairs-Citywide	1,227.49
240-2410-7888	Repairs-Citywide	357.73
240-2426-7810	Street Sweeping	843.00
260-2605-7965	Professional Services	738.00
290-2905-7781	Contract Law Enforceme...	13,191.67
440-4405-7650	Vehicle Maintenance	23.43
440-4405-7788	Shuttle Services	1,000.00
460-4605-7788	Shuttle Services	788.25
470-2127	Retention Payable	-5,502.05
470-4705-8060	Sidewalk/Concrete Repai...	111,963.75
490-4905-7980	Other Expenses	46,756.00
620-2127	Retention Payable	-11,135.98

Account Summary

Account Number	Account Name	Payment Amount
620-6225-8100	Other Capital Improvem...	222,719.56
Grand Total:		1,629,201.92

Project Account Summary

Project Account Key	Payment Amount
None	1,182,043.15
202106-2205-8100-Highland Promenade Measure M	1,200.00
202106-Other Cap-620-6225-Highland Promenade-Msr M	222,719.56
202106-Retention-620-2127-Highland Promenade-Msr M	-11,135.98
202419/1205-7980 Other Exps-Tobacco Grant	442.00
202608-FY25-26 Concrete/Sidewalk Repair Project	110,041.00
202608-Retention-FY25-26 Concrete/Sidewalk Repair	-5,502.05
202610-Prof Svc-CDBG-ADA Curb Ramps	738.00
202615DuartePark-Part2-Playground/RR/Bball/DogPark	128,656.24
Grand Total:	1,629,201.92



City of Duarte

MONTHLY FINANCIAL REPORT

**Month Ended December 31, 2025
(50.0% of FY 2025-26 Completed)**

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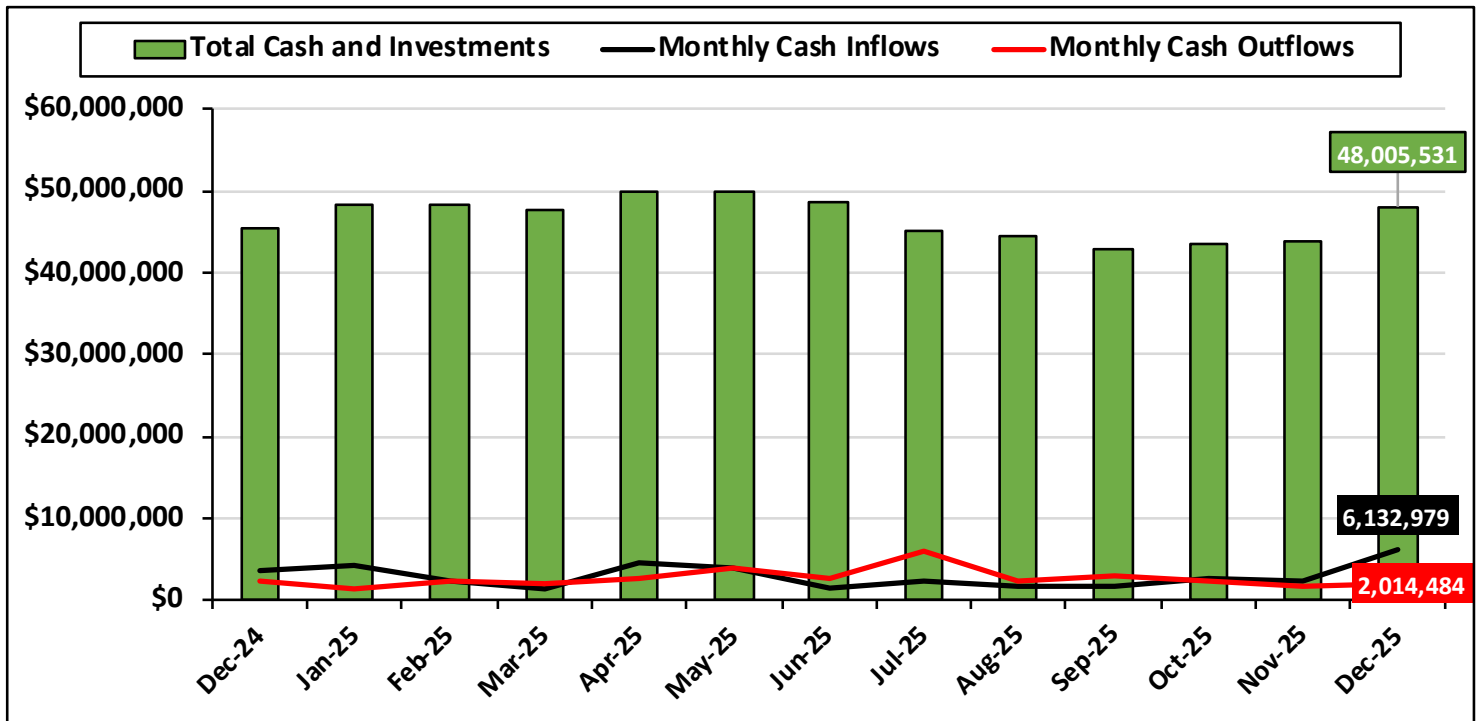
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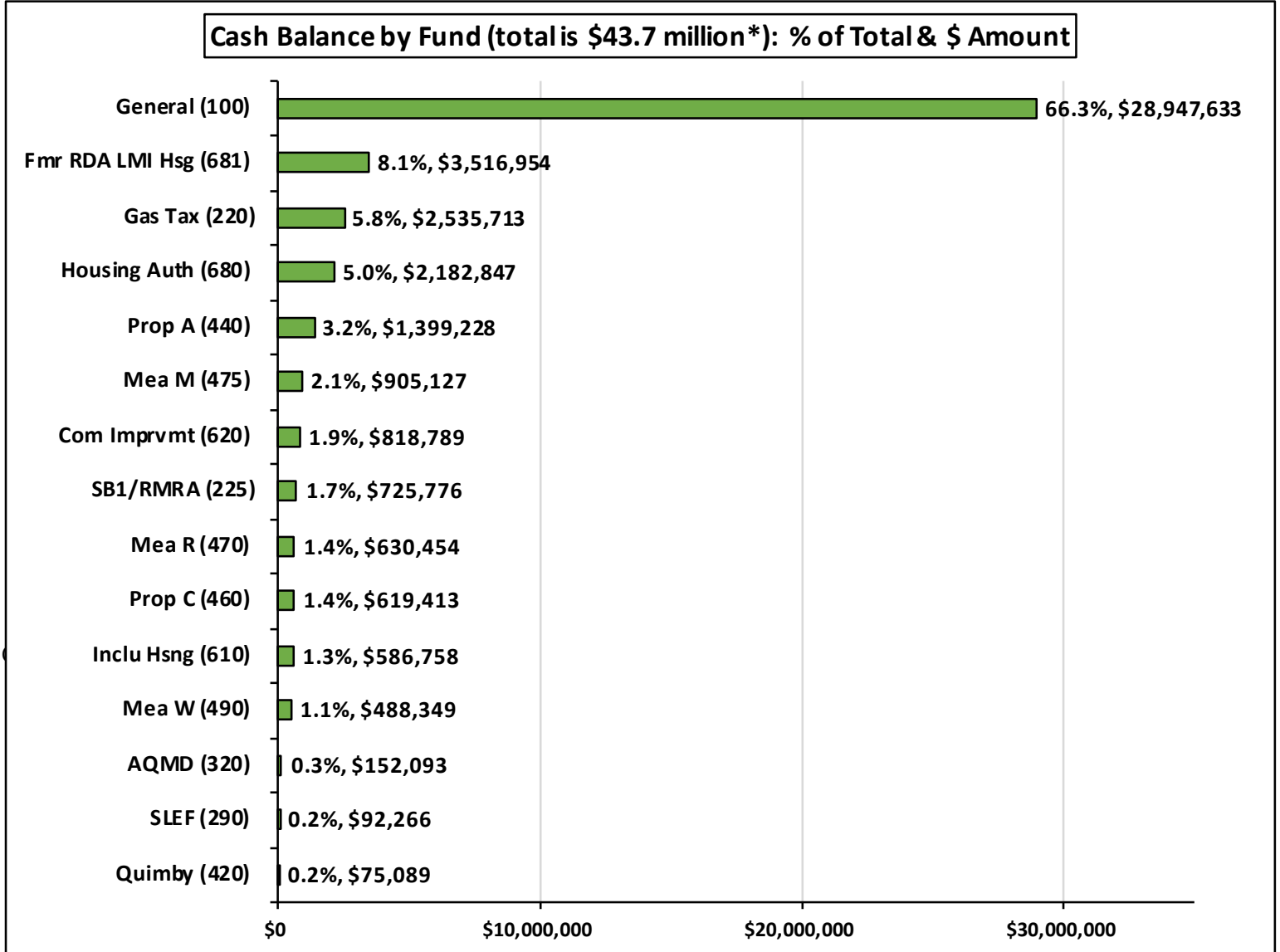
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended December 31, 2025

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (12/01/2025)	\$4,766,337	\$39,120,700	\$43,887,037
Cash Inflows			
Receipts	\$6,132,979	\$0	\$6,132,979
Transfers In	\$0	\$4,000,000	\$4,000,000
Total Cash Inflows	\$6,132,979	\$4,000,000	\$10,132,979
Cash Outflows			
Disbursements	\$2,014,484	\$0	\$2,014,484
Transfers Out	\$4,000,000	\$0	\$4,000,000
Total Cash Outflows	\$6,014,484	\$0	\$6,014,484
Net Activity	\$118,495	\$4,000,000	\$4,118,495
Ending Balance (12/31/2025)	\$4,884,832	\$43,120,700	\$48,005,531



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

CITY OF DUARTE
Treasury Report - Cash Balance by Fund
Month Ended December 31, 2025

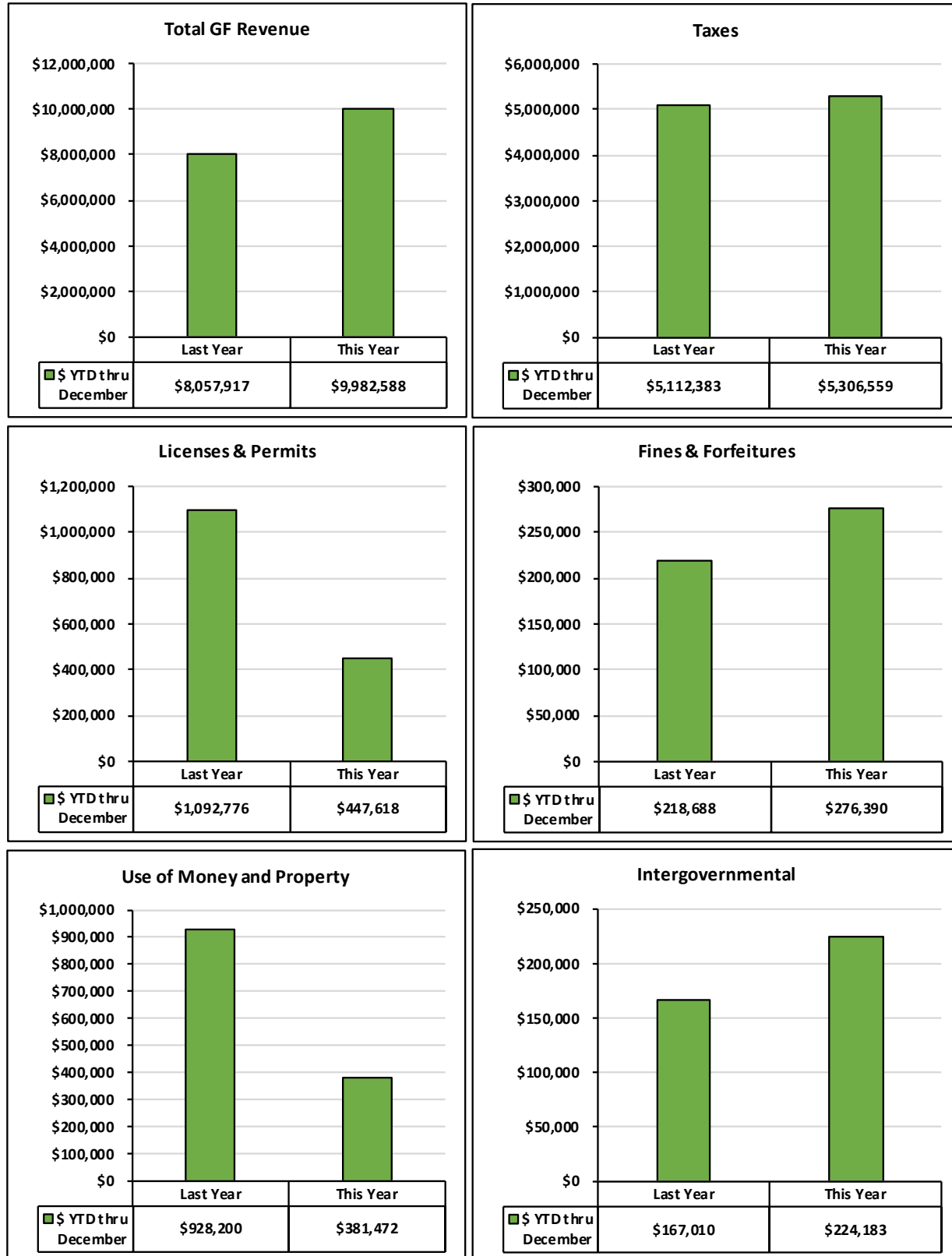


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to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

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

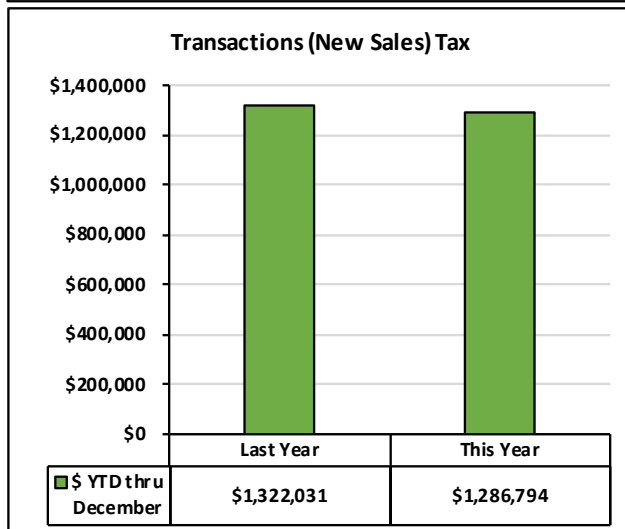
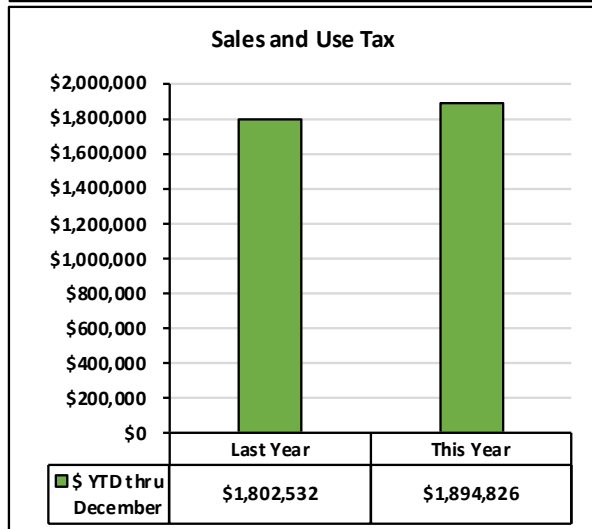
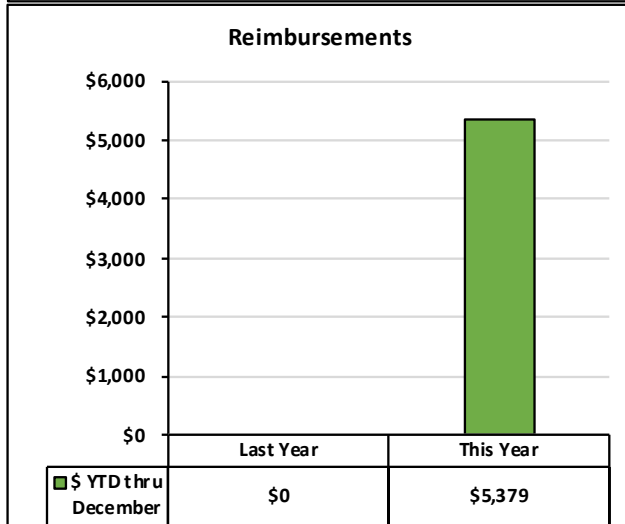
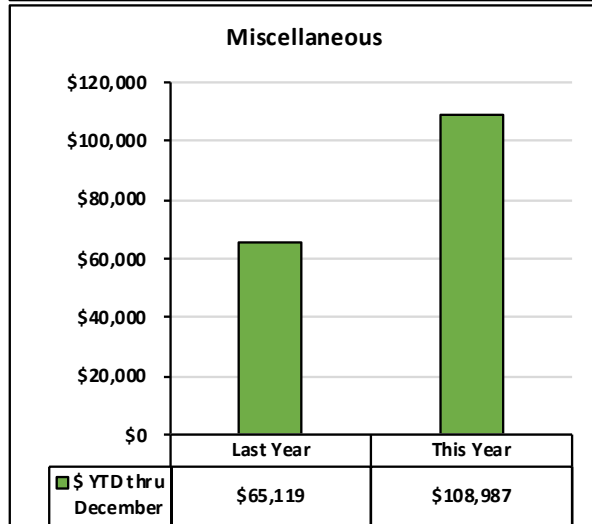
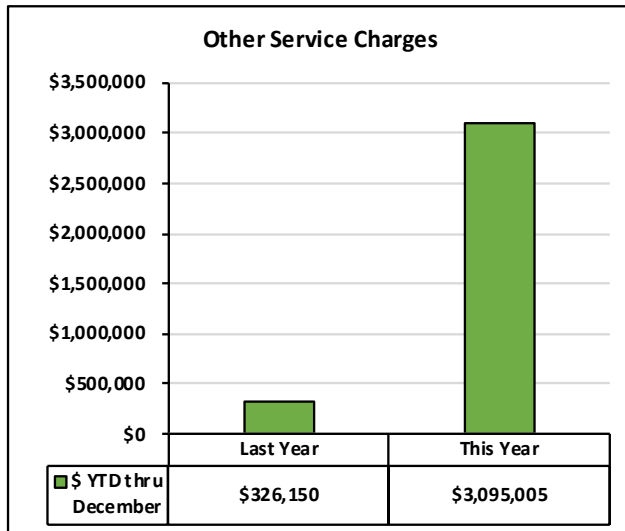
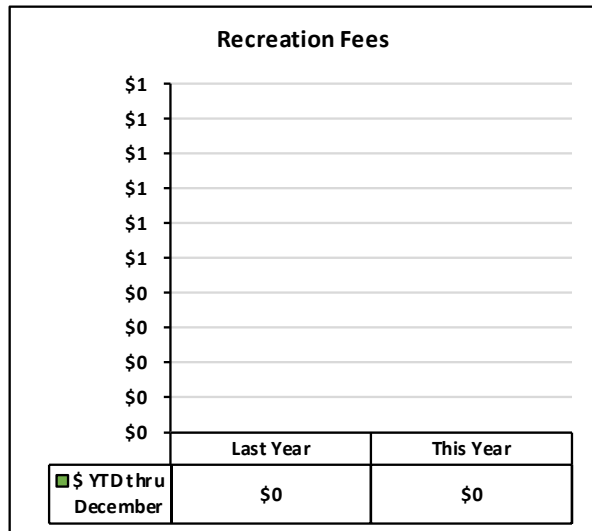
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2025-26 Year-to-Date Through December versus Prior Year



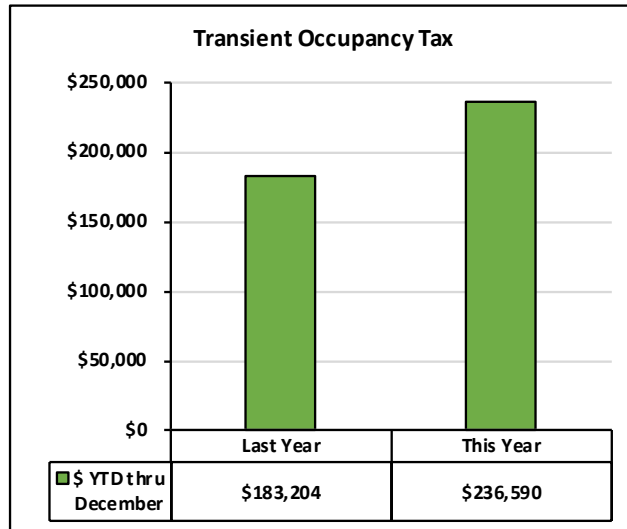
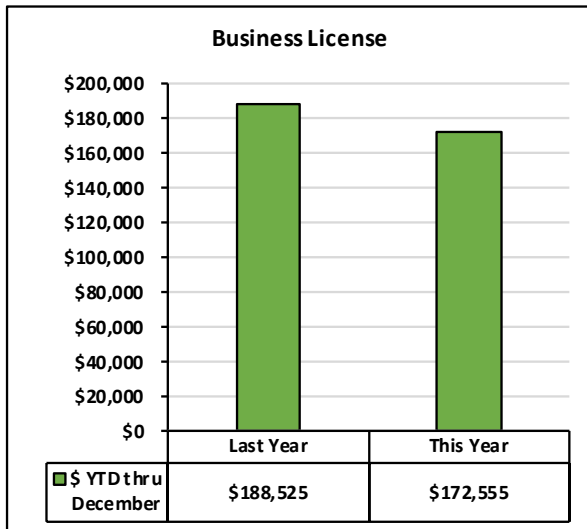
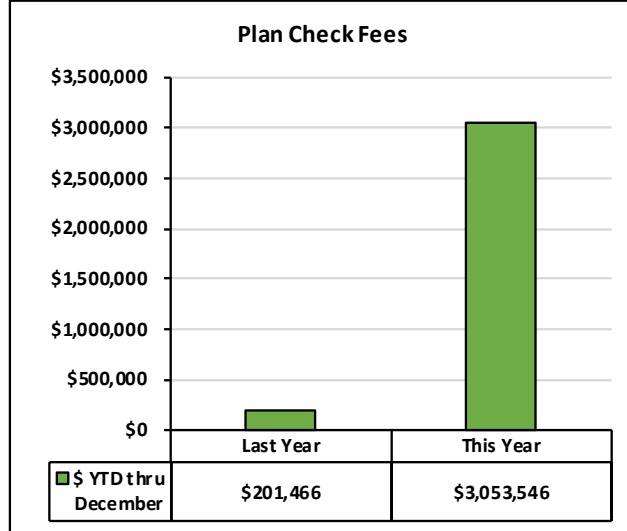
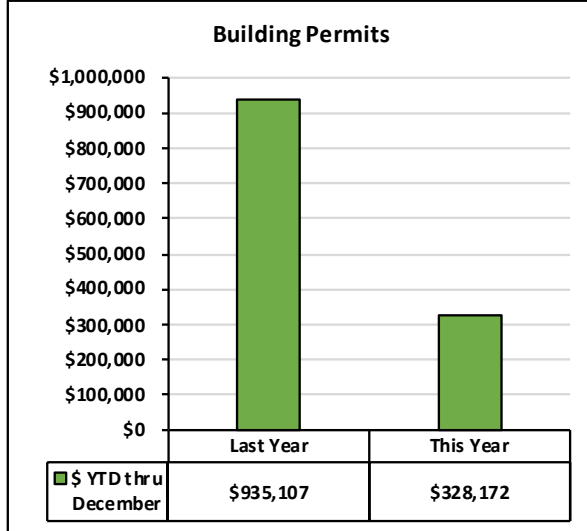
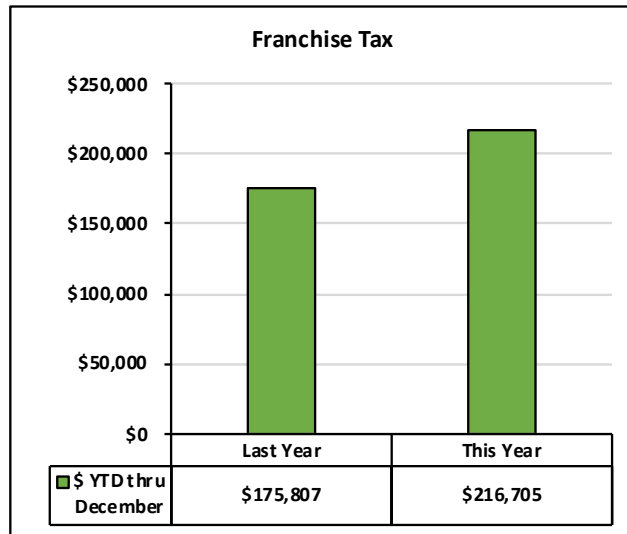
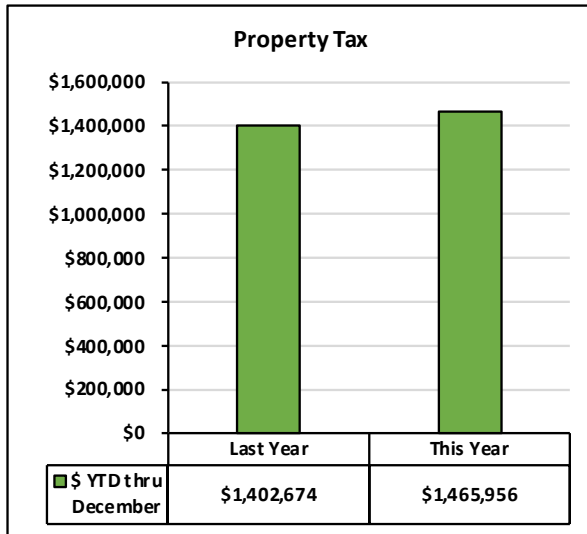
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2025-26 Year-to-Date Through December versus Prior Year



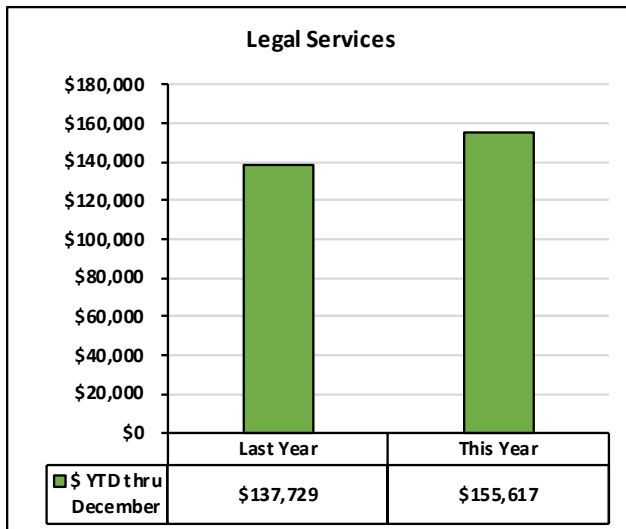
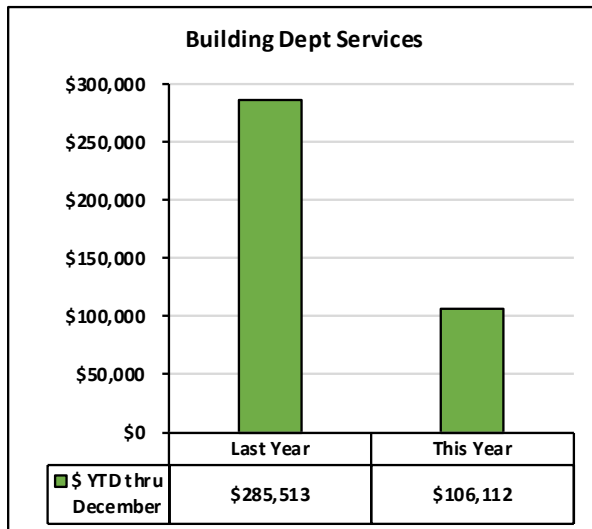
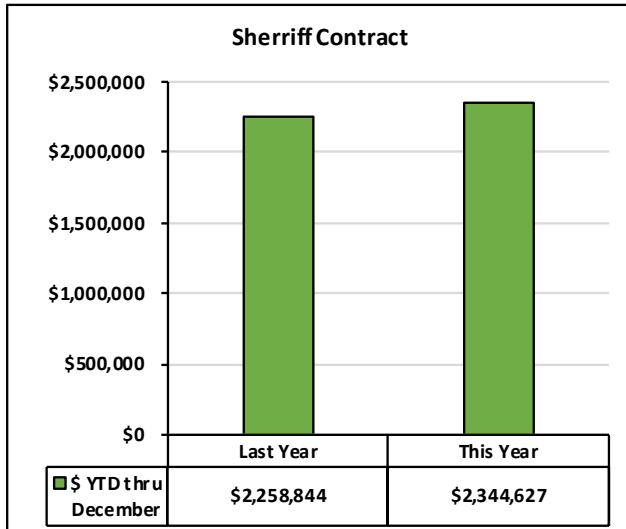
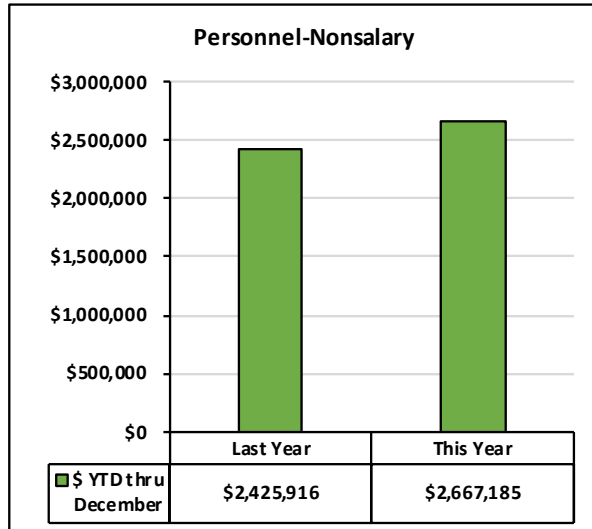
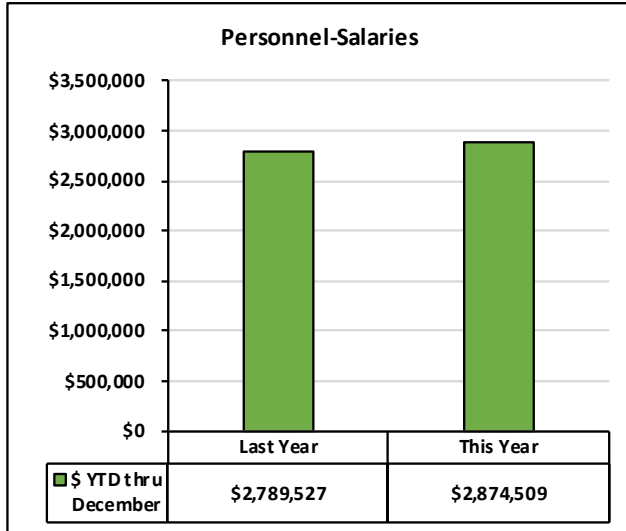
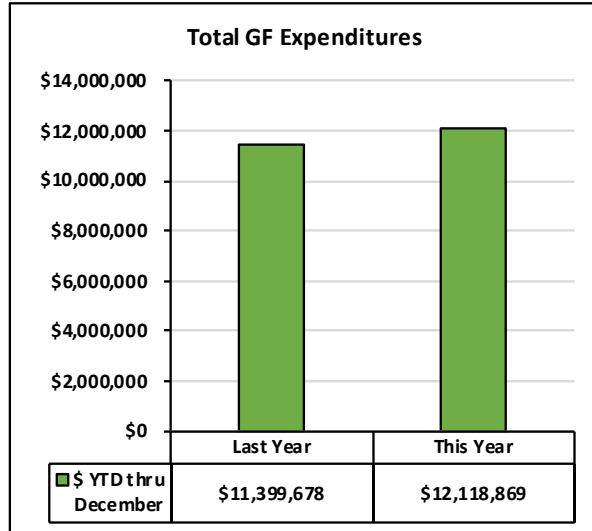
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2025-26 Year-to-Date Through December versus Prior Year



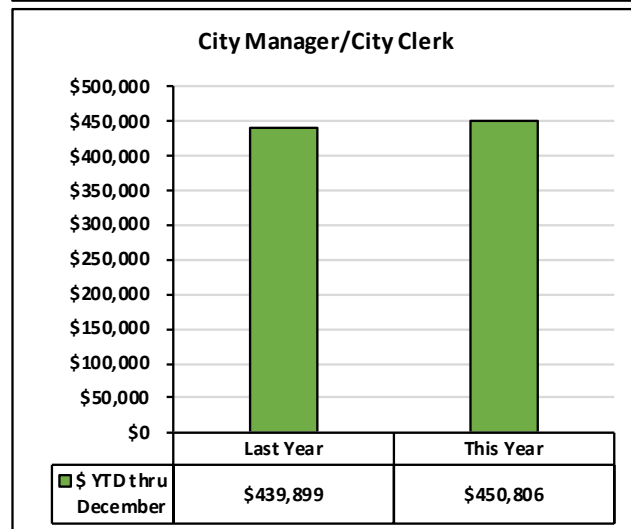
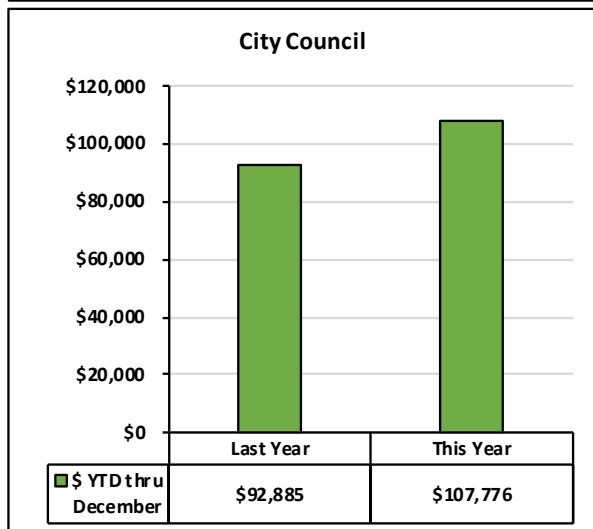
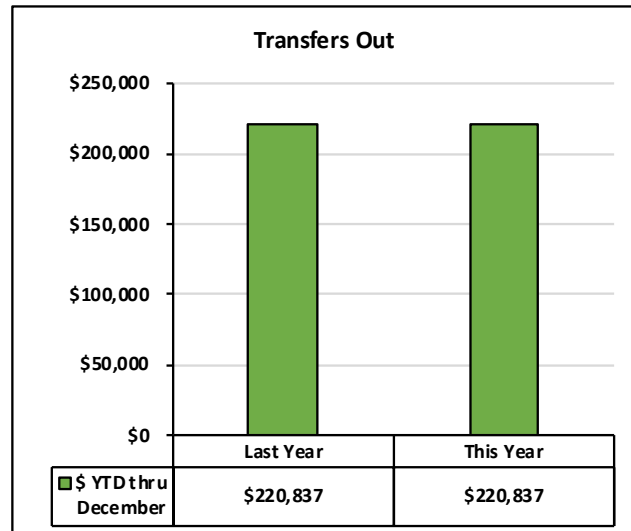
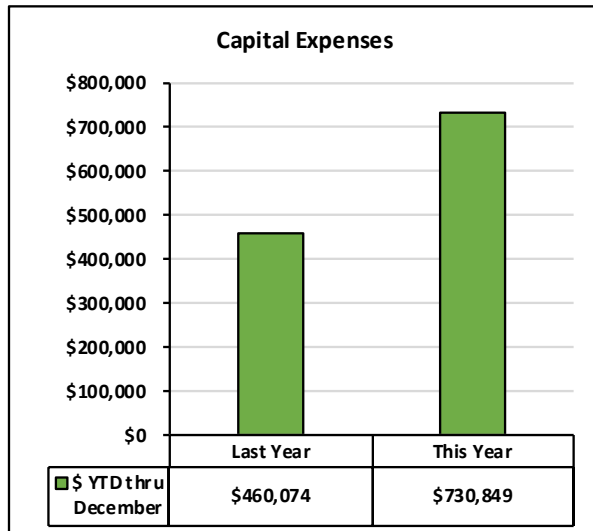
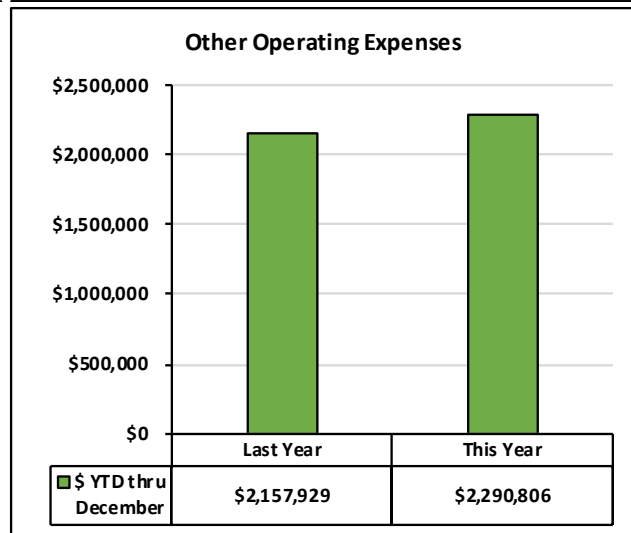
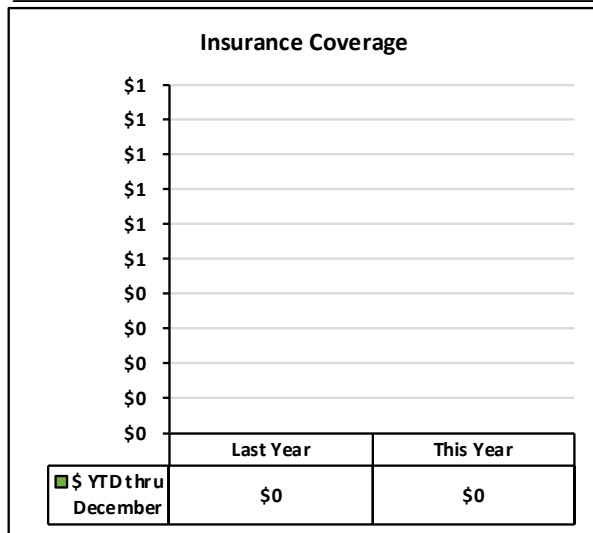
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2025-26 Year-to-Date Through December versus Prior Year



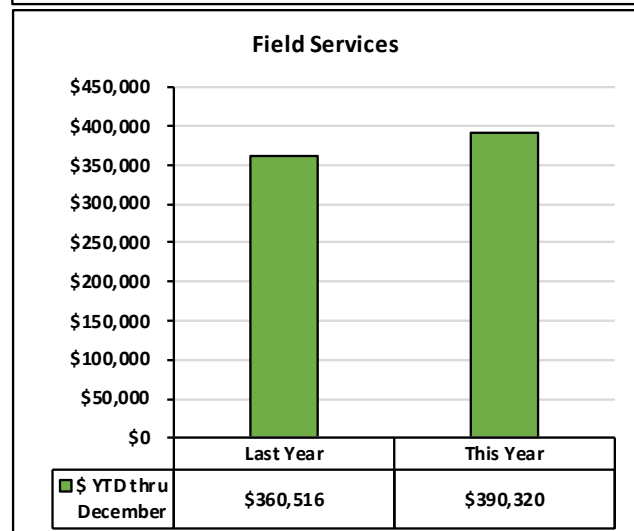
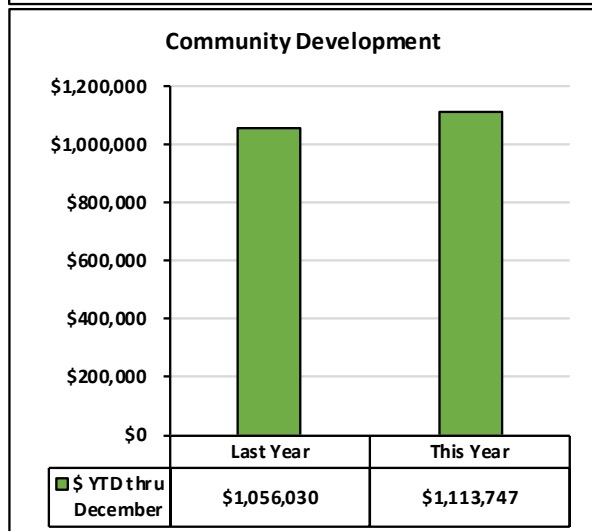
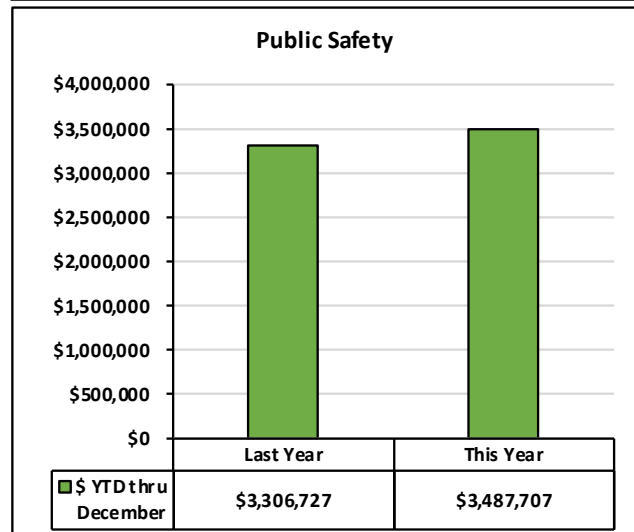
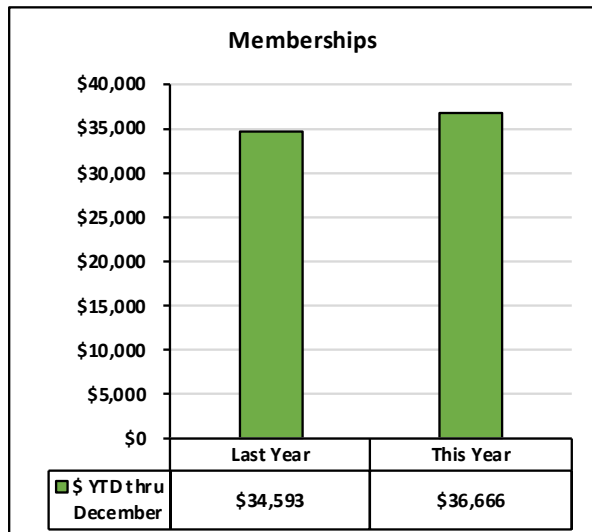
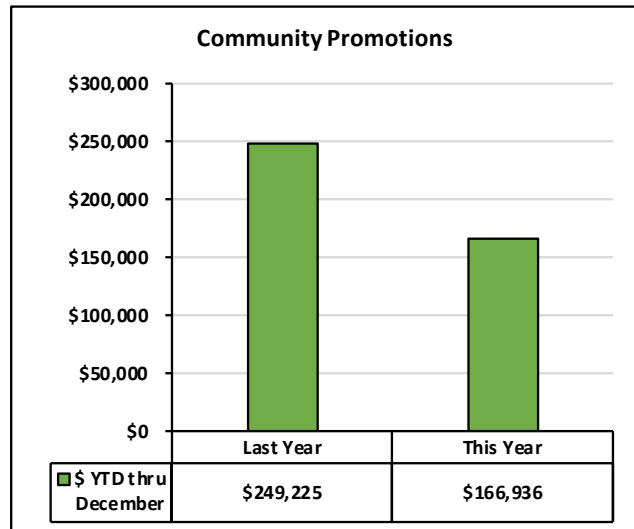
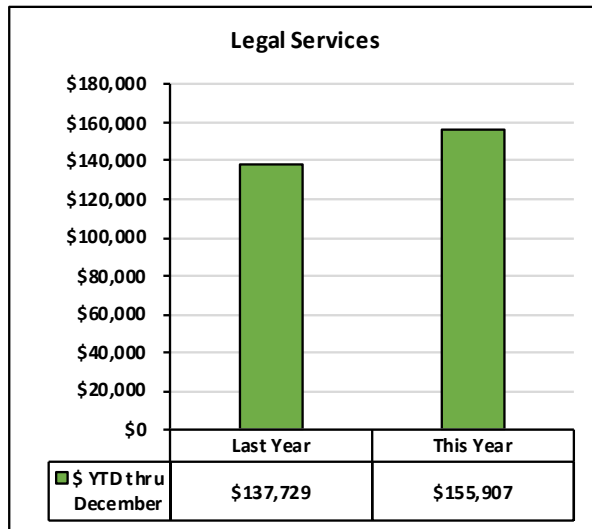
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2025-26 Year-to-Date Through December versus Prior Year



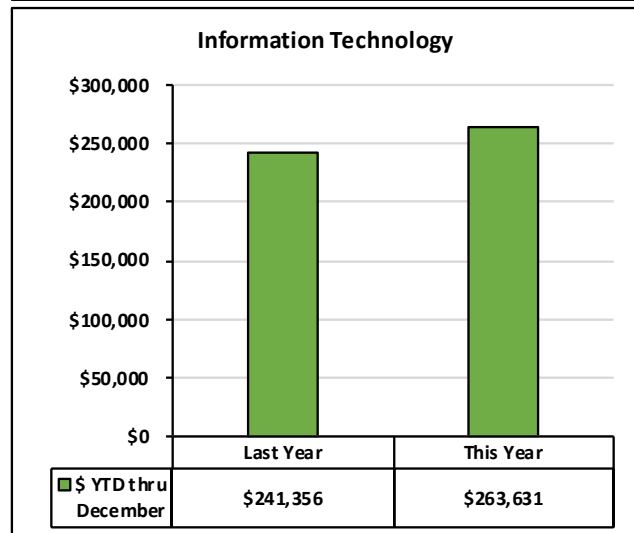
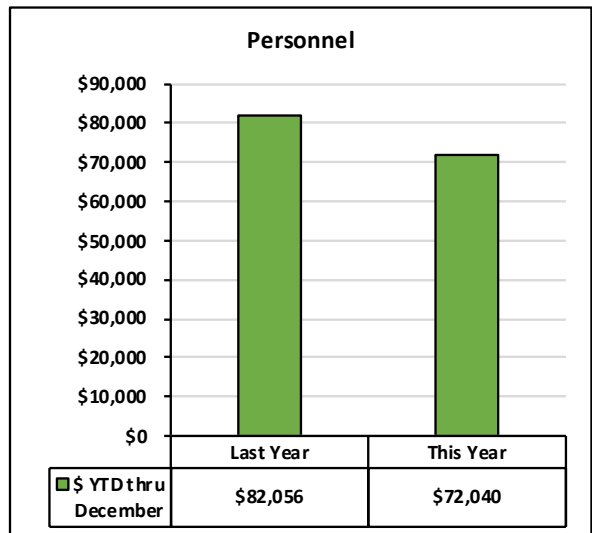
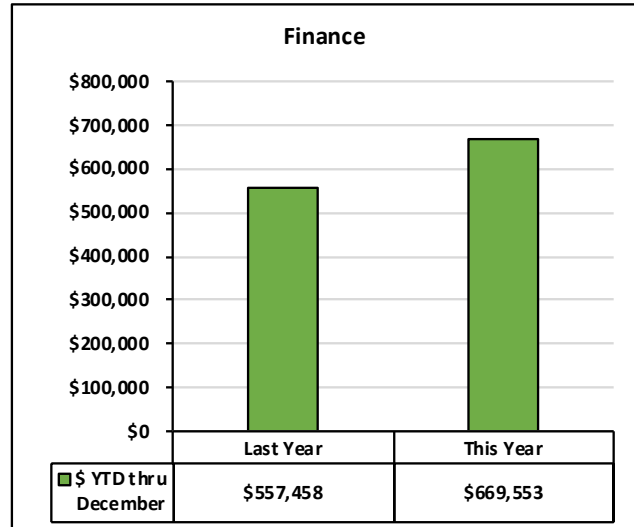
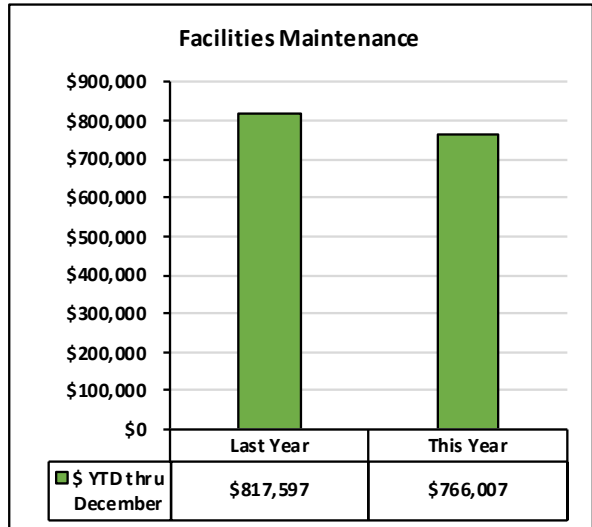
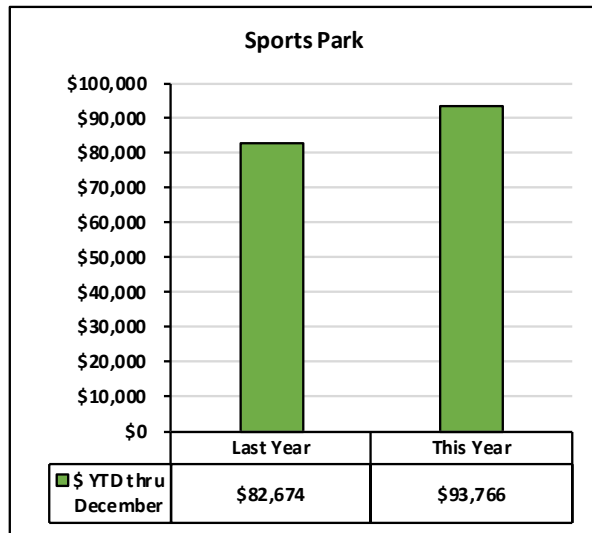
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2025-26 Year-to-Date Through December versus Prior Year



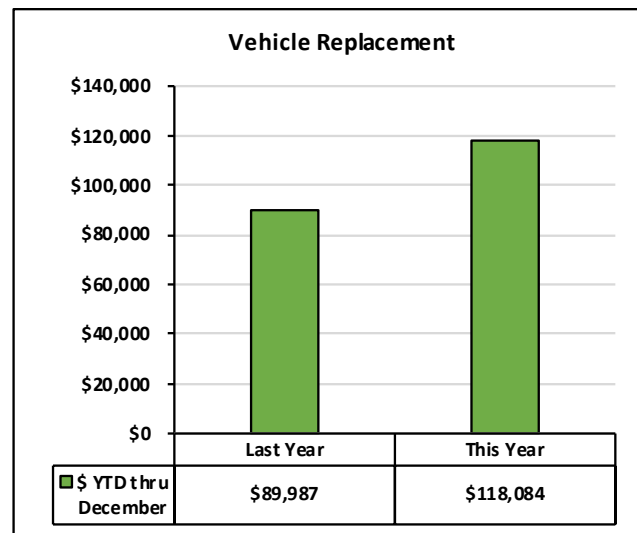
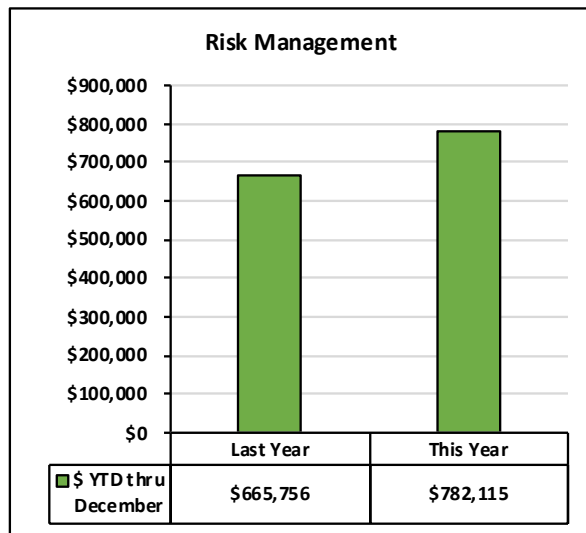
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2025-26 Year-to-Date Through December versus Prior Year



CITY OF DUARTE

General Fund Expenditures by Category & Division *FY 2025-26 Year-to-Date Through December versus Prior Year*



CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2025-26 Year-to-Date Through December

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	24,640,481	9,977,209	5,379	11,898,032	220,837	(2,136,281)	22,504,200
220	Gas Tax	2,149,582	316,858	0	37,821	0	279,037	2,428,620
225	SB1/RMRA	842,668	224,624	0	0	0	224,624	1,067,291
240	Lghtng & Lndscpng	71,945	416,960	0	627,286	0	(210,326)	(138,381)
260	CDBG	0	818	0	2,337	0	(1,519)	(1,519)
270	PAEG	41,268	5,379	0	0	5,379	0	41,268
290	Supp Law Enfrcmnt	0	185,723	0	90,521	0	95,201	95,201
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	150,835	17,853	0	8,930	0	8,924	159,759
400	Park Development	(18,808)	87,022	0	33,742	0	53,280	34,472
420	Quimby	68,861	772	0	0	0	772	69,633
440	Prop A	948,893	330,634	0	197,277	0	133,357	1,082,251
460	Prop C	260,957	268,600	0	159,897	0	108,702	369,659
470	Mea R	652,248	199,851	0	41,564	0	158,287	810,535
475	Mea M	1,081,960	228,246	0	1,730	0	226,516	1,308,475
490	Mea W	342,985	252,763	0	44,426	0	208,337	551,322
520	Town Cntr Debt Serv	0	0	0	0	0	0	0
521	Infra Mod Debt Srv	0	0	220,837	220,837	0	0	0
610	Inclusionary Hsng	538,092	6,034	0	0	0	6,034	544,126
620	Community Impr	811,851	785,369	0	666,983	0	118,386	930,237
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,053,300	22,453	0	13,284	0	9,169	2,062,469
681	Fmr RDA L/M Hsg	4,100,079	36,166	0	4,845	0	31,322	4,131,400
Total - All Funds		38,737,195	13,363,334	226,216	14,049,511	226,216	(686,177)	38,051,019



**COMMUNITY DEVELOPMENT
STATUS REPORT
February 2026**

PROJECT/PROGRAM	STATUS
DEVELOPMENT	
Vallarta Supermarket (1740 Mountain Ave.)	Vallarta Supermarket will be the new tenant for the former Best Buy building. Vallarta has over 60 supermarkets in California and is expanding quickly. Permits have been issued for upgrades to the building shell that includes a façade change. That work should be done in the next few weeks. Vallarta has submitted its tenant improvement plans and has also filed an application for a CUP to approve alcohol sales. The current goal for Vallarta is a Summer 2026 opening.
Andres Duarte School	The project was approved at the September 23 City Council meeting. It includes construction of 169 townhomes and renovation of Otis Gordon Park. The builder submitted plans for plan check in December. The school district and developer are working on the plan to vacate the buildings and begin demolition. This process may take several months.
805 Highland Ave.	Permits have been issued for a renovation and earthquake retrofit of the historic building at 805 Highland Avenue. This is a complicated project and may take some time, but it will preserve a local historic resource.
1501-1525 Huntington Dr.	The development plan for the properties is moving forward. The Town Center Specific Plan requires that these properties be developed together and that requirement has proven to be successful. The developer plans for some type of mixed use product for the property and is now considering various options. Staff has met with the development team to discuss development options and the City process. The developer plans to move forward in the next few months with an application for development.
Former Nissan Dealership	The Nissan dealership on the northeast corner of Buena Vista Street and Central Avenue has permanently closed. Staff has met with the new owner to discuss possible development of the site. Staff recently met with the broker team and discussed the City zoning requirements and way the property might be developed. Site marketing by the broker team is scheduled to start soon.

PROJECT/PROGRAM	STATUS
2400 Huntington Drive	The City's Housing Authority owns the property at 2400 Huntington Drive and has been working with Jamboree Housing to work on a plan for property sale and development. Jamboree has purchased the adjacent property and is developing a revised concept plan. City Staff is working with the San Gabriel Valley Regional Housing Trust on possible financial assistance for the development. When a concept plan is completed, the purchase and sale process will move forward.
1404-1414 Royal Oaks Drive	Shuorung Properties LLC filed an application to construct 11 townhomes on the property at 1404-1414 Royal Oaks Drive, currently two single family homes. This requires environmental, a general plan amendment, zone change and design review. The Planning Commission heard this item at its November meeting and recommended approval. The City Council approved this project in January. The Architect is working on construction plans.
1401 Santo Domingo	A 20-unit townhome development was approved for the property. The property was sold to a new owner that plans to develop the site. Plans are currently in plan check.
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking into a parking structure and construct workforce housing along Fasana Road at Highland Avenue. Metro has awarded an Exclusive Negotiating Agreement to Jamboree Housing. The plan is for a development with between 100-120 units of multi-generation housing. The developer plans to submit concept plans for City design review in 2026.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Staff is working with Red Mountain Group, the main owner in the center. The goal is for the owner to assist the City in coordinating all the property owners to participate in a comprehensive improvement of the entire center as a part of the development plan. A minor use permit was approved for Sky Zone trampoline park to occupy the former Big Lots space. Sky Zone is working with the building owner who is developing a plan for façade and parking improvements.
City of Hope General Projects	Working with the City of Hope on various projects in process, such as: Permits were recently approved for the PRO

PROJECT/PROGRAM	STATUS
	(pathology, radiology and oncology). Construction should start in the next few months. Several buildings in the project area will need to be demolished first. This project is in the central portion of the campus to the east of the former Heritage Park. As a part of construction, the campus circulation plan that is a part of the specific plan will also be completed. The Specific Plan requires that a Parking Analysis be completed every five years and that analysis is currently in process. Fehr & Peers a traffic and parking consultant is working with the City to complete that analysis.
Westminster Gardens	Human Good, the owner, plans for a major campus expansion and has recently filed an application. The City hired MIG to assist in the preparation of the specific plan amendment and EIR. The request is for this expansion to accommodate up to 600 total units; this includes assisted living and memory care units, and mixed use. This project will take 12+ months, but Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.
928 Huntington Dr.	A 16-unit apartment development was approved for the property. Permits have expired for the project. However, the lender has recently hired an Architect to consider other options for a residential development on the site.
<u>PUBLIC WORKS</u>	
Highland Promenade	This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway. The project is mostly complete. Some additional crosswalk work and utility undergrounding is still in process.
Recreation Trail Upgrades	Duarte was awarded a \$1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. Plans are out for bid. That is typically a 6-8 week process.
Huntington Drive Greening and Traffic Calming Project	The City has recently been awarded a \$2.1 million Metro Active Transport Program (MAT) grant to complete the project. This plan is in the CIP but had not yet been funded. The Huntington Drive Greening and Traffic Calming plan was approved by the Council in 2019 and was an implementation item from the Town Center Specific Plan. The project includes completing bulb outs, parking space marking, pedestrian lighting and sidewalk improvements on Huntington Drive between Buena

PROJECT/PROGRAM	STATUS
	Vista and Highland. It also includes pedestrian lighting and sidewalk improvements on the west side of Highland from Huntington Drive to the Freeway.
Encanto Park Infiltration Project	As a member of the Rio Hondo/San Gabriel River Watershed Management JPA a water infiltration project is being proposed at Encanto Park. The plan is to locate the structure in the park area under the soccer field. The design is at about 90% and the JPA is working on developing a budget. The JPA presented the project to the City Council on September 9 and had a booth at the City Picnic to inform the public. The JPA will provide a presentation at an upcoming Parks & Recreation Commission meeting. Because of the funding process, construction will not start until late 2026 at the earliest.
Pops Road Parking Lot	The first phase of the Pops Road parking lot upgrade is mostly completed. The second phase will include landscaping and parking lot lighting.
Buena Vista Street Banner Pole Replacement	The replacement of the street banner poles has been approved. The poles are on order and will be installed when they are delivered. This project was recently completed.
Citywide Striping Project	This project includes lane striping, crosswalks and pavement markings at various locations in the city. The project should be completed soon.
Kellwil Traffic Signal	The contract has been awarded and estimated completion is Summer 2026.



**PARKS AND RECREATION
STATUS REPORT
February 2026**

PROJECT/PROGRAM		STATUS
<u>RECREATION SOFTWARE TRANSITION</u>		
Transition from ACTIVENet to Kaizen	As the Department continues to prepare for its transition to the Kaizen recreation software system for the upcoming spring season, residents and guests with existing credits in ACTIVENet that did not redeem their credit by the February 1 st deadline, now have to visit the Department in person at City Hall to have their credit administratively applied within Kaizen when registering for a future class or program. All customers by now have received two notices that their credits will remain valid through June 30, 2026.	
<u>SPECIAL EVENTS</u>		
Lunar New Year Celebration – Year of the Horse	Celebrate Lunar New Year in the City of Duarte! On February 21, from 5 to 8 PM, bring your family and friends to the Duarte Civic Center – 1600 Huntington Drive, for our annual Lunar New Year Celebration. This year’s event will include cultural performances, a night market, delicious food, and kid-friendly arts and crafts, and games. For more information, visit CITYOFDUARTE.CA.GOV.	
Duarte Family Feud Fun	Duarte’s Family Feud Fun event is back again this year and will be held on Saturday, February 28 starting at 11 AM in the Community Center. Like the television version, two families will face off and be asked survey questions for points. After all the teams have played in a single elimination round, the brackets will determine the final four teams that will compete for the championship! Cash prizes will be awarded to the top 3 teams: 1st Place \$500, 2nd Place \$400, 3rd Place \$300. Registration can be completed online at CITYOFDUARTE.CA.GOV. Registration fee is \$40, per team, and will close on February 16.	
Dodgers vs. Angels Excursion	Catch the Dodgers vs. Angels in an epic Freeway Series Showdown! Join us on Sunday, March 22, for a fun-filled day at the ballpark before the official 2026 MLB season gets underway. Tickets are \$75 for residents and \$85 for non-residents and can be purchased at CITYOFDUARTE.CA.GOV.	



AGENDA REPORT

MEETING DATE: February 10, 2026

TO: Mayor and Members of the City Council

FROM: Larry Breceda, Director of Public Safety

SUBJECT: All City Management Services, Inc. Contract Amendment

RECOMMENDATION: Staff recommends that the City Council approve Amendment No. 1 to the Agreement with All City Management Services, Inc., extending the term through June 30, 2028, and approving the hourly billing rates for the duration of the extension

FISCAL IMPACT: Annual costs will be determined based on authorized sites and hours and will remain subject to budget appropriation. The City's share of program costs is fifty percent (50%), with the remaining costs shared by DUSD and CS Arts

STRATEGIC PLAN
IMPACT: Goal C - C1.4 Community Safety

BACKGROUND

The City of Duarte contracts with All City Management Services, Inc. to provide school crossing guard services at designated school locations and has done so since 2019. Prior contracts were renewed on an annual basis. The current agreement expires on June 30, 2025.

The cost of the crossing guard program is shared, with the City of Duarte responsible for fifty percent (50%) of the total cost. The remaining fifty percent (50%) is cost-shared with the Duarte Unified School District (DUSD) and California School of the Arts – San Gabriel Valley (CS Arts), both of which have reviewed and agreed to the proposed billing rates.

The contractor submitted renewal documentation and client worksheets for the 2025–2026, 2026–2027, and 2027–2028 school years. The proposed 2025–2026 rate reflects a wage-driven adjustment tied to personnel costs specific to the City of Duarte program. Rates for subsequent years were projected using a CPI-based methodology.

DISCUSSION/ANALYSIS

Amendment No. 1 extends the existing agreement for up to three additional years, through June 30, 2028, and establishes approved hourly billing rates for the full extension term. This structure provides rate certainty while preserving the City's ability to control annual costs through administrative authorization of the number of sites and service hours.

Under the proposed amendment, City Council approval of the hourly rates is provided at this time. Each year, staff will administratively determine the number of active crossing guard sites, daily and annual hours of service, and applicable school calendars. Total annual compensation will not exceed the amount authorized through the adopted budget.

No annual City Council action is required so long as the approved hourly rates are not exceeded. The City retains full authority to terminate the agreement for convenience or for cause in accordance with the agreement terms.

RECOMMENDATION

Staff recommends that the City Council approve Amendment No. 1 to the Agreement with All City Management Services, Inc., extending the term through June 30, 2028, and approving the hourly billing rates set forth in the amendment.

FISCAL IMPACT

Annual costs will be determined based on authorized sites and hours and will remain subject to budget appropriation. The City's share of program costs is fifty percent (50%), with the remaining costs shared by DUSD and CS Arts.

ATTACHMENTS

- A. Amendment No. 1 to Agreement for Crossing Guard Services
- B. Executed Services Contract

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

AMENDMENT NO. 1

TO AGREEMENT FOR CROSSING GUARD SERVICES

This Amendment No. 1 (“Amendment”) is made and entered into by and between the City of Duarte (“City”) and All City Management Services, Inc. (“Contractor”), and amends the Agreement for Crossing Guard Services executed on March 27, 2024 (“Agreement”).

RECITALS

A. The Agreement commenced on or about July 1, 2024, and is scheduled to terminate on June 30, 2025, unless extended or amended pursuant to Section 17 of the Agreement.

B. Section 17 of the Agreement authorizes the City and Contractor to extend the Agreement by mutual written consent, with compensation and terms established by both parties.

C. Contractor submitted renewal documentation and client worksheets establishing hourly billing rates for the 2025–2026, 2026–2027, and 2027–2028 school years, including a wage-driven increase for 2025–2026 and CPI-based projections for subsequent years.

D. The City Council desires to approve the hourly billing rates for the full extension term through June 30, 2028, while reserving annual administrative authority to determine sites, hours, funding, and whether to continue or terminate the Agreement.

NOW, THEREFORE, the parties agree as follows:

1. Term Extension

The term of the Agreement is hereby extended for up to three (3) additional years, beginning July 1, 2025, and ending June 30, 2028, unless terminated earlier in accordance with the Agreement.

2. Compensation and Rate Approval

a. Council-Approved Hourly Rates

The City hereby approves the following hourly billing rates for the duration of the extended term, subject to annual budget appropriation:

- 2025–2026 School Year: \$35.81 per hour
- 2026–2027 School Year: \$36.99 per hour
- 2027–2028 School Year: \$38.21 per hour

These rates are supported by Contractor's client worksheets and are approved by City Council through adoption of this Amendment.

b. 2025–2026 Wage-Based Adjustment

The parties acknowledge that the 2025–2026 rate reflects a wage-driven increase tied to personnel costs for the City of Duarte program and is not based on CPI or other escalation formulas.

c. No Annual Rate Reapproval Required

So long as Contractor does not exceed the approved hourly rates stated above, no additional City Council approval of rates shall be required during the term of this Amendment.

3. Annual Scope, Sites, and Cost Authorization

a. Annual Administrative Authorization

Actual annual compensation shall be based on the number of authorized crossing guard sites and approved hours of service for each school year.

Prior to the start of each school year, the City shall administratively determine:

- The number of active sites
- Daily and annual hours per site
- Applicable school calendars

b. Not-to-Exceed Limitation

Total annual compensation shall not exceed the amount authorized through the City's adopted budget and administrative approval process.

4. Termination Rights

Nothing in this Amendment limits or waives the City's right to terminate the Agreement, in whole or in part, for convenience or for cause, in accordance with the terms of the Agreement.

5. No Other Changes

Except as expressly modified by this Amendment, all other terms, conditions, obligations, and requirements of the Agreement remain unchanged and in full force and effect.

Signatures

All City Management Services, Inc.

By  _____
Demetra Farwell, Corporate Secretary

City of Duarte

By _____

Name, Title

EXHIBIT A

APPROVED BILLING RATES AND SUPPORTING DOCUMENTATION

The following documents are incorporated by reference and support the approved hourly billing rates set forth in this Amendment:

- **2025–2026 Client Worksheet**

Approved Rate: \$35.81 per hour

- **2026–2027 Client Worksheet**

Approved Rate: \$36.99 per hour

- **2027–2028 Client Worksheet**

Approved Rate: \$38.21 per hour

All City Management Services Inc.

Client Worksheet 2025 - 2026

Department: 1007804

Billing Rate for 2025 - 2026: \$ 35.81

City of Duarte
1042 Huntington Drive
Duarte, CA 91010

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

Summer School:

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

	12		180		\$35.81	=	\$77,349.60
4 Sites at 3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Sites 13756, 13758, 13759 and 19385

Valley View ES and Royal Oaks Academy

	3		144		\$35.81	=	\$15,469.92
1 Site at 3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Site 13757 - Bearsdale ES

	3.5		36		\$35.81	=	\$4,512.06
Site at 3.50 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

	6.5		180		\$35.81	=	\$41,897.70
2 Sites at 3.25 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Sites 13760 & 13761 -

California School of Performing Arts

Summer School 2025 (Estimation Only):

	15		19		\$35.81	=	\$10,205.85
5 Sites at 3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL NUMBER OF SITES	7.00						
HOURS FOR TRADITIONAL	3,888.00			PROJECTED COST FOR TRADITIONAL		\$139,229.28	
HOURS FOR SUMMER	285.00			PROJECTED COST FOR SUMMER		\$10,205.85	
TOTAL PROJECTED HOURS	4,173.00			TOTAL ANNUAL PROJECTED COST		\$149,435.13	

All City Management Services Inc.

Client Worksheet 2026-2027

Department: 1007804

Billing Rate for 2026-2027: S 36.99

City of Duarte
 1042 Huntington Drive
 Duarte, CA 91010

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

Summer School:

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

		12		180		\$36.99	=	\$79,898.40
4 Sites at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		3		144		\$36.99	=	\$15,979.68
1 Site at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		3.5		36		\$36.99	=	\$4,660.74
Site at	3.50 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		6.5		180		\$36.99	=	\$43,278.30
2 Sites at	3.25 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School 2025 (Estimation Only):

		9		19		\$36.99	=	\$6,325.29
3 Sites at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL NUMBER OF SITES	7.00							
HOURS FOR TRADITIONAL	3,888.00					PROJECTED COST FOR TRADITIONAL	\$143,817.12	
HOURS FOR SUMMER	171.00					PROJECTED COST FOR SUMMER	\$6,325.29	
TOTAL PROJECTED HOURS	4,059.00					TOTAL ANNUAL PROJECTED COST	\$150,142.41	

All City Management Services Inc.

Client Worksheet 2027-2028

Department: 1007804

Billing Rate for 2027-2028: S 38.21

City of Duarte
1042 Huntington Drive
Duarte, CA 91010

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

Summer School:

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

		12		180		\$38.21	=	\$82,533.60
4 Sites at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

		3		144		\$38.21	=	\$16,506.72
1 Site at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

		3.5		36		\$38.21	=	\$4,814.46
Site at	3.50 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

		6.5		180		\$38.21	=	\$44,705.70
2 Sites at	3.25 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School 2025 (Estimation Only):

		9		19		\$38.21	=	\$6,533.91
3 Sites at	3.00 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL NUMBER OF SITES

7.00

HOURS FOR TRADITIONAL

3,888.00

HOURS FOR SUMMER

171.00

TOTAL PROJECTED HOURS

4,059.00

PROJECTED COST FOR TRADITIONAL

\$148,560.48

PROJECTED COST FOR SUMMER

\$6,533.91

TOTAL ANNUAL PROJECTED COST

\$155,094.39



AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the "Agreement") is dated March 27, 2024 and is between the CITY OF DUARTE (hereinafter called the "City"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a period which commences on or around July 1, 2024 and ends on June 30, 2025 and for such term thereafter as the parties may agree upon by written amendment to this contract. Service shall begin on a best availability basis until such a time as Contractor has hired, trained and deployed Crossing Guards to all sites requested by the City. Contractor shall assume liability for only those sites agreed to by both Contractor and the City by written amendment stating effective date of assignment.
2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a "Crossing Guard". Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
3. The City's representative in dealing with the Contractor shall be designated by the City of Duarte.
4. The City shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.
5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.
7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.

8. Crossing Guard Services (the "Services") shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under City's jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.
9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand-held Stop signs and any other safety equipment which may be necessary.
10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the City a Certificate of Insurance naming the City and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than \$1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the City and shall not call on the City's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the City, its officers, agents and interest of the City. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the City.
11. Contractor agrees to defend, indemnify and hold harmless the City, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a "Claim" and collectively, the "Claims") that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.
 - a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.
 - b) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay City, its officers, agents, or employees, any and all costs and expenses incurred by the City, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.
 - c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of City, liability will be apportioned between Contractor and City based upon the parties' respective degrees of culpability, as determined by the court, and Contractor's duty to indemnify City will be limited accordingly.
 - d) Notwithstanding anything to the contrary contained herein, Contractor's indemnification obligation to City for Claims under this Agreement will be limited to the maximum combined

aggregate of Contractor's general liability and umbrella insurance policies in the amount of \$5,000,000 (Five Million Dollars).

12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.
13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the City.
14. The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Thirty-four Dollars and Seventy-seven Cents (\$34.77) per hour, per Crossing Guard during the term. Based on a minimum of seven (7) sites and upon a projected (3,870) hours of service the cost shall not exceed One Hundred Thirty-four Thousand, Five Hundred Sixty Dollars (\$134,560.00) for the standard school year.

Based on a projected minimum of three (3) sites and upon a projected (171) hours of service the cost shall not exceed Five Thousand, Nine Hundred and Forty-six Dollars (\$5,946.00) for 2024-2025 summer school session.

The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of One Hundred Forty Thousand, Five Hundred and Six Dollars (\$140,506.00) for the 2024-2025 school year, unless Contractor fails to perform service.

15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.
16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide City with 60 days-notice of its request to increase pricing. City agrees to review and respond to said notice within 30 days of receipt.
17. The City shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.
18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

CITY

City of Duarte

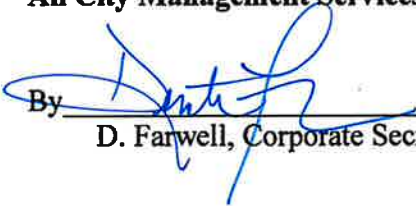
By 
Signature

Brian Velazquez - City Manager
Print Name and Title

Date 05-20-24

CONTRACTOR

All City Management Services, Inc.

By 
D. Farwell, Corporate Secretary

Date 5/21/24



AGENDA REPORT

MEETING DATE: February 10, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Frances Jimenez, City Clerk

SUBJECT: Resolution Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 26-01 establishing the date and time of regular City Council meetings for the 2026 calendar year

FISCAL IMPACT: There is no fiscal impact associated with this item

STRATEGIC PLAN
IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings.

Following the discussion of potential schedule concerns at the City Council meeting on January 27, 2026, the City Council directed staff to bring back Resolution No. 26-01 that was originally presented at the January 13, 2026 City Council meeting for adoption.

DISCUSSION/ANALYSIS

Resolution No. 26-01 would set the schedule for regular City Council meetings for the 2026 calendar year. Adopting such a resolution is fully within the City Council's discretion and would assist City staff in planning for upcoming meetings, schedule contracts and other matters appropriately, and provide greater transparency to the public.

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

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 26-01 establishing the date and time of regular City Council meetings for the 2026 calendar year.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

A. Resolution No. 26-01 Establishing the Date and Time of Regular City Council Meetings

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING THE DATE AND TIME OF REGULAR CITY COUNCIL MEETINGS FOR CALENDAR YEAR 2026

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

WHEREAS, the City Council desires to establish the dates of its regular meetings for calendar year 2026; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 3. The City Council may cancel a regularly scheduled meeting. Nothing herein shall (a) preclude the City Clerk from canceling a regular meeting, adjourned regular meeting, or

special meeting should there not be a quorum present at such meeting, or (b) preclude the City Council from holding an adjourned regular meeting, special meeting, or emergency meeting pursuant to state law.

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

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

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

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

PASSED, APPROVED and ADOPTED this 10th day of February 2026.

Tera Martin Del Campo
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. 26-01 was adopted by the City Council of said City of Duarte at a regular meeting of said City Council held on the 10th day of February 2026, by the following vote:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

Frances Jimenez
City Clerk



AGENDA REPORT

MEETING DATE: February 10, 2026

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

BY: Alyssa Rico, Recreation Manager

SUBJECT: Award of Contract - City Yard Electrical Upgrades (26-13)

RECOMMENDATION: It is recommended that City Council award the construction contract for the City Yard Electrical Upgrades Project to Amtek Construction., as the lowest responsive and responsible bidder, in the amount of \$203,333, plus a fifteen percent contingency

FISCAL IMPACT: Funds for this project were originally budgeted in Fiscal Year 2025/26 at \$150,000 under the General Fund (100-1610-8100), however the Midyear budget includes a recommendation to increase this budget by \$84,000 to cover the full cost of the project and its contingency

STRATEGIC PLAN IMPACT: Goal G - G1.8 Infrastructure and Beautification

BACKGROUND

On June 11, 2024, the City Council adopted the City's Fiscal Year 2024/25 Budget and Capital Improvement Program (C.I.P.), which included the City Yard Electrical Upgrades Project. This project is intended to improve and upgrade the electrical infrastructure at the City Yard, 1850 Highland Avenue, to better support current operations and future infrastructure needs.

Implementation of the project required coordination with Southern California Edison (SCE), as SCE needed to replace the service riser on the utility pole nearest the project site before the City could proceed with the on-site work. Due to the timing of SCE's work, the project was delayed and carried over into Fiscal Year 2025/26. SCE completed its portion of the work on November 22, 2025.

With SCE's work now complete, the second phase of the City Yard Electrical Upgrades Project is ready to proceed with the planned electrical improvements.

DISCUSSION/ANALYSIS

The City Yard Electrical Upgrades Project consists of all labor, equipment, services, and incidentals required to remove the existing service panels, reconfiguring existing branch circuits,

installing new wiring to existing loads, and installing a new 400-amp electrical service in coordination with the utility company. The work also includes the installation of new underground conduits, pull boxes, a concrete equipment pad, and protective bollards. Additionally, the scope includes electrical and telecommunications upgrades within the modular office building, and the installation of conduit for future electric vehicle charging stations, along with trenching and surface restoration as needed.

On December 16, 2025, the City published an invitation to bid on the City Yard Electrical Upgrades, Project (26-13), in accordance with Duarte Municipal Code (DMC) Section 2.36.060. On January 19, 2026, the City received ten (10) bids for the subject project. All bids were reviewed for responsiveness to the bid specification requirements.

The bid results were as follows:

Contractor Cost Estimate	
1. AMTEK Construction	\$203,333.00
2. Crown Electrical Corp.	\$211,000.00
3. Huntington Beach Electrical Inc.	\$216,900.00
4. Delta Electric	\$239,502.00
5. Estate Design and Construction	\$248,760.00
6. Mel Smith Electric, Inc.	\$289,000.00
7. G.M.J Construction Services Inc.	\$291,000.00
8. SEPIA Energy	\$294,306.00
9. ISSA Electric Inc.	\$295,573.85
10 Pico Construction	\$297,300.00

RECOMMENDATION

It is recommended that City Council award the construction contract for the City Yard Electrical Upgrades Project to Amtek Construction., as the lowest responsive and responsible bidder, in the amount of \$203,333, plus a fifteen percent contingency.

FISCAL IMPACT

Funds for this project were originally budgeted in Fiscal Year 2025/26 at \$150,000 under the General Fund (100-1610-8100), however the Midyear budget includes a recommendation to increase this budget by \$84,000 to cover the full cost of the project and its contingency.

ATTACHMENTS

A. Agreement for Construction or Maintenance Services.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

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 Amtek Construction 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 the Facilities Maintenance Supervisor, of the 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. Bidding Eligibility. 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. DIR Monitoring. 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 or by e-mailing the notice to the e-mail addresses as set forth below:

If to City:	City of Duarte 1600 Huntington Drive Duarte, CA 91010 Attn: Jeff Risley, Facilities Maintenance Supervisor
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If to Contractor:	Amtek Construction 946 N. Lemon Street Orange CA 92867 Attn: Alan Sayce, President/CEO
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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

1. 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

1. 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 of Duarte caused the Agreement to be subscribed by its City Manager and said Contractor has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

CONTRACTOR

Amtek Construction

City Manager

Date: _____

By: _____

Its: _____

Date: _____

ATTEST

City Clerk

Date: _____

By: _____

Its: _____

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Work

The Duarte City Yard Electrical Upgrades consists of furnishing all labor, material, equipment, services and incidentals required to remove the existing service meter panel and main branch circuit service panel, rework existing branch circuit conduits from MP and route to new MS via new in grade pull box, install new wiring to existing loads, coordinate with the utility company and install new 400 amp service equipment, coordinate with the utility company and install underground service entrance conduit for new electrical service equipment, install protective bollards at new electrical service equipment, install new concrete pad for new electrical service equipment, install branch circuit, receptacle, and telephone backboard in modular building telecom closet, coordinate with telecom utility company and install new conduit riser from telephone pole to modular building telecom closet, install conduit and in grade pull box for future electrical vehicle chargers, trench and repair surface for all new underground conduit.

Item 1. Remove existing service meter panel (MP) and main branch circuit service panel (MS).

Item 2. Rework existing branch circuit conduits from MP and route to new MS via new in grade pull box.

Item 3. Install new wiring to existing loads.

Item 4. Coordinate with the utility company and install new 400-amp service equipment. Including but not limited underground pull section, meter, circuit breakers, grounding.

Item 5. Coordinate with the utility and install underground service entrance conduit for new electrical service equipment.

Item 6. Install protective bollards at new electrical service equipment.

Item 7. Install new concrete pad for new electrical service equipment.

Item 8. Install branch circuit, receptacle, and telephone backboard in modular building telecom closet.

Item 9. Coordinate with telecom utility company and install new conduit riser from telephone pole to modular building telecom closet.

Item 10. Install conduit and in grade pull box for future electrical vehicle chargers.

Item 11. Trench and repair surface for all new underground conduits.

Work Duration:

Construction shall be completed within 60 working days after the date stipulated on the Notice to Proceed.

EXHIBIT B

Budget and Fee Schedule

BASE BID FOR DUARTE CITY YARD ELECTRICAL UPGRADES

Line Item	Bid Items	UofM	Quantity	Unit Price	Extension
1.	Remove existing service meter panel (MP) and main branch circuit service panel (MS).	LS	1	\$7,401.00	\$7,401.00
2.	Rework existing branch circuit conduits from MP and route to new MS via new in grade pull box.	LS	1	\$7,333.00	\$7,333.00
3.	Install new wiring to existing loads.	LS	1	\$22,108.00	\$22,108.00
4.	Coordinate with the utility company and install new 400-amp service equipment. Including but not limited underground pull section, meter, circuit breakers, grounding.	LS	1	\$24,464.00.	\$24,464.00
5.	Coordinate with the utility and install underground service entrance conduit for new electrical service equipment.	LF	140	\$133.00	\$18,620.00
6.	Install protective bollards at new electrical service equipment.	EA	5	\$2,309.00	\$11,545.00
7.	Install new concrete pad for new electrical service equipment.	LS	1	\$11,810.00	\$11,810.00
8.	Install branch circuit, receptacle, and telephone backboard in modular building telecom closet.	LS	1	\$6,952.00	\$6,952.00
9.	Coordinate with telecom utility company and install new conduit riser from telephone pole to modular building telecom closet.	LF	155	\$133.00	\$20,615.00
10.	Install conduit and in grade pull box for future electrical vehicle chargers.	LF	125	\$133.00	\$16,625.00

11.	Trench and repair surface for all new underground conduits.	LF	420	\$133.00	\$55,860.00
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TOTAL: \$203,333.00 DOLLARS

PERFORMANCE SCHEDULE:

Construction shall be completed within 60 working days after the date stipulated on the Notice to Proceed.

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): Not less than Two Million Dollars (\$2,000,000.00) per occurrence and Four Million Dollars (\$4,000,000.00) 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): Two Million Dollars (\$2,000,000.00), 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) Concurrence 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 REPORT

MEETING DATE: February 10, 2025

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Fiscal Year 2025/26 Mid-Year Budget Report

RECOMMENDATION: It is recommended that the City Council receive and file the mid-year budget report and approve the corresponding budget amendments as delineated in Attachment 2

FISCAL IMPACT: The recommended budget amendments are detailed in Attachment 2 and the net change is summarized by fund as follows:

General Fund	\$2,295,400
Gas Tax Fund	(4,000)
Lighting Landscape Fund	(\$6,500)
Bicycle & Pedestrian Fund	(\$8,900)
Measure R Fund	(\$16,500)
Measure M Fund	(\$108,000)

STRATEGIC PLAN
IMPACT: Goal D - D2.1 & D2.2 Financial Sustainability

BACKGROUND

Staff has completed the mid-year budget projections for the 2025/26 fiscal year. The results of this process are presented in Attachment 1 to this report. The information in the attachment is organized by fund, and compares amounts budgeted to projected year-end revenues, expenditures, and fund balances. This report also discusses certain budget amendments, which are summarized in Attachment 2.

Currently, fiscal year 2025/26 revenues are estimated to be 16% higher and expenses are estimated to be 6% higher than originally projected. As a result, staff is estimating that the General Fund will reflect a surplus of \$1.4 million, instead of the \$937,000 deficit that was originally adopted. This will result in year-end unassigned reserves of \$29.7 million, which covers more than 100% of the current year General Fund expenditures.

The largest impacts on the anticipated increase to General Fund revenues is the result of the one-time plan check and permit fees related to new development projects. The expenses increased largely due to the corresponding consulting costs related to the plan check and permit process, items approved by City Council in the last seven months since adoption of the original budget and a handful of prior year projects that were delayed and completed after July 2025. Elements

contributing to the changes in revenues and expenses are described in further detail in the narrative below.

DISCUSSION/ANALYSIS

Revenues:

At year-end, total General Fund revenues are projected to be \$28.7 million. This amount represents an increase of \$3.9 million or 16% as compared to the adopted budget. This increase is based on substantial increases in one-time revenues. Some of the major impacts on revenue are discussed below.

Increased Building Permit Fees – Staff is projecting an increase of approximately \$1.3 million in building permit fees as a result of the City of Hope PRO and Vallarta projects, given that construction is expected to begin well before July 2026.

Increased Plan Check Fees – As of December 2025, the City had received more than \$2.29 million in plan check fees related to the City of Hope PRO project and another \$591,000 for the Duarte Unified School District's Crestfield residential project. As a result, staff is increasing the plan check fee revenue projection by \$2.5 million.

Expenditures:

At year-end, total General Fund expenditures are projected to be \$27.3 million. This amount represents an increase of 6% or \$1.6 million as compared to the adopted budget. This is the result of both increases and decreases in many of our expenses. A discussion of a few key items is highlighted below.

City Manager – Due to the delay of the Strategic Plan process, approximately \$27,000 in expenses will carry over to fiscal year 2025/26. City Council approved a budget amendment of \$20,000 for the World Cup viewing party at the January 27th Council meeting.

Public Safety – \$27,000 in unspent Tobacco Grant funds have been reallocated to fiscal year 2025/26 for expenses and \$25,000 was recently spent to update existing City Facility security cameras.

Community Development – With the substantial increase in building permit and plan check revenue that was described above, staff estimates that the corresponding expenses related to the Charles Abbott Associates contract will increase by \$670,000. Given the substantial influx of one time revenue, staff is recommending that we allocate \$120,000 towards the first phase of the building plan scanning project. The contract will be brought to City Council for approval at a future meeting.

Parks and Recreation – The Council approved a budget amendment of \$63,000 for the Duarte Park Phase II design contract with the Dahlin Group in September of 2025 and a budget amendment of \$17,000 for the new Kaizen Software agreement in November 2025. Staff is recommending that we increase the budget by \$13,000 for an additional K-9 unit and traffic control equipment for the Independence Day Celebration.

Facilities – Due to the delay of the City Hall façade project, \$561,000 in expenses will carry over to fiscal year 2025/26. In June 2024 the Council budgeted \$150,000 for the South Yard Electrical upgrade project, which includes the installation of new underground conduits, pull boxes, a concrete equipment pad, and protective bollards. Additionally, the scope includes electrical and telecommunications upgrades within the modular office building, and the installation of conduit for future electric vehicle charging stations. Unfortunately, implementation of the project required coordination with Southern California Edison (SCE). It took SCE 17 months to replace the service riser on the utility pole nearest the project site before the City could proceed with the on-site work. With this finally completed, staff was able to go out to bid this last December and the lowest bid came in at \$203,000. Staff is recommending that the budget be increased by \$84,000 in order to cover the lowest bid amount, plus a 15% contingency.

Administrative Services – Based on the increased credit card transactions by City constituents, we have increased the projected credit card bank fees by \$20,000. As a result of the new contracts for audit services and recently implemented annual reports required by the Government Accounting Standards Board, we are projecting an increase of \$40,000 more than the original budget. When City property is damaged by the public, City staff pursues every legal avenue to recover the expenses. However, this year has seen some incidents that caused particularly expensive repair to City property, where recovery of funds is not possible. For example, we have had copper wire stolen from the new pedestrian lighting along the north side of Evergreen at a cost of \$22,000 and we have had at least two hit and run incidents damaging City streetlights at a cost of \$15,000 each.

Other Funds

Lighting and Landscape Fund – The Citywide Lighting and Landscape District is expected to have an increase in expenses due to the increase in water costs. Because the Citywide Lighting and Landscape District has limited funds, these additional costs will result in an increase of \$36,000 to the General Fund subsidy of the Citywide LLD.

Measure R Fund – Staff is recommending an increase to the Measure R expenses by \$14,500 to provide for the installation of traffic calming signs related to the Safe Routes To Schools plan recommendations.

Measure M Fund – On December 29th, the City Council approved a budget amendment of \$108,000 for the Buena Vista/Kellwill Traffic Signal.

RECOMMENDATION

It is recommended that the City Council receive and file the mid-year budget report and approve the corresponding budget amendments as delineated in Attachment 2.

FISCAL IMPACT

The recommended budget amendments are detailed in Attachment 2 and the net change is summarized by fund as follows:

General Fund	\$2,295,400
Gas Tax	(4,000)
Lighting Landscape Fund	(\$6,500)
Bicycle & Pedestrian Fund	(\$8,900)

Measure R Fund	(\$16,500)
Measure M Fund	(\$108,000)

ATTACHMENTS

Attachment 1 – Mid-Year Budget 2025/26

Attachment 2 – Mid-Year Proposed Budget Amendments

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Attachment 1
MID YEAR BUDGET 2025-26

	FY 2025-26 Adopted Budget	Proposed Amendments	FY 2025-26 Amended Budget	FY 2025-26 Est Actual
GENERAL FUND				
Revenues:				
Property tax	3,375,000	-	3,375,000	3,375,000
Sales tax	9,700,000	-	9,700,000	9,700,000
Franchise tax	1,490,000	-	1,490,000	1,490,000
Business license tax	360,000	-	360,000	360,000
Other taxes	824,000	-	824,000	825,000
Building permits	1,200,000	1,312,000	2,512,000	2,512,000
Other licenses & permits	281,000	-	281,000	256,000
Interest	1,220,000	-	1,220,000	1,203,000
Other uses of money & property	396,500	-	396,500	269,800
Motor vehicle in lieu fees	3,000,000	100,000	3,100,000	3,174,000
Other intergovernmental	289,000	-	289,000	389,200
Recreation fees	357,900	-	357,900	304,900
Other service charges	1,002,500	2,450,000	3,452,500	3,445,000
Fines & forfeitures	350,000	-	350,000	385,000
Miscellaneous revenues	3,500	-	3,500	3,600
Reimbursements from other funds	917,100	-	917,100	981,500
Transfers in from other funds	-	-	-	-
Total Revenues	24,766,500	3,862,000	28,628,500	28,674,000
Expenditures:				
City council	232,100	-	232,100	235,400
City manager	1,072,000	56,300	1,128,300	1,127,200
Legal services	450,000	-	450,000	450,000
Com. Promotions & memberships	435,700	-	435,700	433,800
Public safety	8,106,400	52,200	8,158,600	8,158,200
Community development	3,275,700	530,000	3,805,700	3,806,500
Field services	1,139,000	(25,000)	1,114,000	1,114,200
Parks and recreation	2,776,600	62,100	2,838,700	2,838,700
Facilities maintenance	1,875,200	649,000	2,524,200	2,523,400
Administrative services	5,275,500	206,000	5,481,500	5,485,400
Transfers out to other funds	1,064,900	36,000	1,100,900	1,100,900
Total Expenditures	25,703,100	1,566,600	27,269,700	27,273,700
Revenues Over (Under) Expenditures	(936,600)	2,295,400	1,358,800	1,400,300
Beginning Fund Balance	33,120,129		33,120,129	33,120,129
Estimated Ending Fund Balance	32,183,500		34,478,900	34,520,400
Restricted - Special Projects				2,114,347
Restricted - Public Art				239,700
Restricted - Development Projects				2,050,236
Restricted - Storm Drain				93,704
Restricted- Pensions				357,509
Committed - Vehicle Replacement				-
Unassigned				29,664,904

STATE GASOLINE TAX

Revenues:

Interest	93,500	12,000	105,500	105,500
Gasoline tax	678,200	-	678,200	679,600
Total Revenues	771,700	12,000	783,700	785,100

Expenditures:

Miscellaneous projects	679,500	16,000	695,500	694,000
Reimbursement to General Fund	135,900	-	135,900	138,800
Total Expenditures	815,400	16,000	831,400	832,800

Revenues Over (Under) Expenditures	(43,700)	(4,000)	(47,700)	(47,700)
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Beginning Fund Balance	2,395,058		2,395,058	2,395,058
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Ending Fund Balance	2,351,400		2,347,400	2,347,400
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SB1/RMRA

Revenues:

Interest	28,000	-	28,000	30,000
RMRA	640,700	-	640,700	628,500
Total Revenues	668,700	-	668,700	658,500

Expenditures:

Street Improvements	-	-	-	-
Other Capital Improvements	700,000	-	700,000	700,000
Reimbursement to General Fund	140,000	-	140,000	140,000
Total Expenditures	840,000	-	840,000	840,000

Revenues Over (Under) Expenditures	(171,300)	-	(171,300)	(181,500)
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Beginning Fund Balance	546,776		546,776	546,776
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Ending Fund Balance	375,500		375,500	365,300
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LIGHTING AND LANDSCAPE

Revenues:

Transfers in - general fund	844,000	36,000	880,000	880,000
Assessments & other	1,013,300	-	1,013,300	1,013,300
Total Revenues	1,857,300	36,000	1,893,300	1,893,300

Expenditures:

City-wide lighting	397,400	(45,000)	352,400	352,400
City-wide landscape	1,126,700	82,500	1,209,200	1,209,200
Landscape zones	373,600	5,000	378,600	379,000
Total Expenditures	1,897,700	42,500	1,940,200	1,940,600

Revenues Over (Under) Expenditures	(40,400)	(6,500)	(46,900)	(47,300)
Beginning Fund Balance	75,162		75,162	75,162
Ending Fund Balance	34,800		28,300	27,900

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	141,000	-	141,000	141,000
Total Revenues	141,000	-	141,000	141,000
Expenditures:				
Street Improvements	-	-	-	-
ADA Improvements	131,000	-	131,000	131,000
Other	10,000	-	10,000	10,000
Total Expenditures	141,000	-	141,000	141,000
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:				
Interest	3,300	-	3,300	4,000
Entitlement	205,000	-	205,000	205,000
Total Revenues	208,300	-	208,300	209,000
Expenditures:				
Special events patrol	50,000	-	50,000	50,000
Contract law enforcement	158,300	-	158,300	158,300
Total Expenditures	208,300	-	208,300	208,300
Revenues Over (Under) Expenditures	-	-	-	700
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	700

BICYCLE & PEDESTRIAN SAFETY

Revenues:				
Interest	-	-	-	-
Entitlement	18,900	-	18,900	18,900
Total Revenues	18,900	-	18,900	18,900
Expenditures:				

Sidewalk improvements	10,000	8,900	18,900	18,900
Total Expenditures	10,000	8,900	18,900	18,900
Revenues Over (Under) Expenditures	8,900	(8,900)	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	8,900	-	-	-

AIR QUALITY MANAGEMENT

Revenues:				
Interest	5,000	-	5,000	6,300
Entitlement & Other	30,000	-	30,000	30,000
Total Revenues	35,000	-	35,000	36,300
Expenditures:				
Vehicles	35,000	-	35,000	35,000
Other	-	-	-	-
Reimbursement to General Fund	-	-	-	-
Total Expenditures	35,000	-	35,000	35,000
Revenues Over (Under) Expenditures	-	-	-	1,300
Beginning Fund Balance	148,642		148,642	148,642
Ending Fund Balance	148,600		148,600	149,900

PARK DEVELOPMENT FUND

Revenues:				
Interest	-	-	-	-
Grant Program Rev	106,200	-	106,200	436,000
Total Revenues	106,200	-	106,200	436,000
Expenditures:				
Park Improvements	106,200	-	106,200	94,000
Other	-	-	-	-
Total Expenditures	106,200	-	106,200	94,000
Revenues Over (Under) Expenditures	-	-	-	342,000
Beginning Fund Balance	(263,417)		(263,417)	(263,417)
Ending Fund Balance	(263,400)		(263,400)	78,600

QUIMBY ACT

Revenues:				
Interest	2,600	-	2,600	3,100
Assessments	292,000	-	292,000	240,000

Total Revenues	294,600	-	294,600	243,100
Expenditures:				
Park improvements	-	-	-	-
Total Expenditures	-	-	-	-
Revenues Over (Under) Expenditures	294,600	-	294,600	243,100
Beginning Fund Balance	74,317		74,317	74,317
Ending Fund Balance	368,900		368,900	317,400

TRANSPORTATION - PROPOSITION A

Revenues:				
Interest	47,000	-	47,000	58,000
Entitlement	611,900	-	611,900	611,900
Other Revenue	9,600	-	9,600	9,600
Transfers In	-	-	-	-
Total Revenues	668,500	-	668,500	679,500
Expenditures:				
Reimbursement - General Fund	82,000	-	82,000	82,000
Transportation Services	408,600	-	408,600	408,600
Total Expenditures	490,600	-	490,600	490,600
Revenues Over (Under) Expenditures	177,900	-	177,900	188,900
Beginning Fund Balance	1,253,054		1,253,054	1,253,054
Ending Fund Balance	1,431,000		1,431,000	1,442,000

TRANSPORTATION - PROPOSITION C

Revenues:				
Interest	19,000	-	19,000	26,000
Other Revenue	7,500	-	7,500	7,500
Entitlement	507,600	-	507,600	507,600
Total Revenues	534,100	-	534,100	541,100
Expenditures:				
Reimbursement - General Fund	65,000	-	65,000	65,000
Transportation services	326,900	-	326,900	326,900
Total Expenditures	391,900	-	391,900	391,900
Revenues Over (Under) Expenditures	142,200	-	142,200	149,200
Beginning Fund Balance	498,598		498,598	498,598
Ending Fund Balance	640,800		640,800	647,800

MEASURE R LOCAL RETURN

Revenues:

Interest	28,000	-	28,000	26,000
Entitlement	380,700	(2,000)	378,700	380,700
Total Revenues	408,700	(2,000)	406,700	406,700

Expenditures:

Reimbursements	71,000	-	71,000	73,900
Capital Improvements	355,000	14,500	369,500	369,500
Total Expenditures	426,000	14,500	440,500	443,400

Revenues Over (Under) Expenditures

(17,300) (16,500) (33,800) (36,700)

Beginning Fund Balance

491,212 491,212 491,212

Ending Fund Balance**473,900 457,400 454,500****MEASURE M LOCAL RETURN**

Revenues:

Interest	39,000	-	39,000	38,000
Entitlement	431,400	-	431,400	431,400
Total Revenues	470,400	-	470,400	469,400

Expenditures:

Reimbursements	80,000	-	80,000	101,600
Capital Improvements	400,000	108,000	508,000	508,000
Total Expenditures	480,000	108,000	588,000	609,600

Revenues Over (Under) Expenditures

(9,600) (108,000) (117,600) (140,200)

Beginning Fund Balance

713,342 713,342 713,342

Ending Fund Balance**703,700 595,700 573,100****MEASURE W FUND**

Revenues:

Interest	20,000	-	20,000	20,000
Entitlement	250,000	-	250,000	248,000
Total Revenues	270,000	-	270,000	268,000

Expenditures:

Reimbursements	-	-	-	-
Other Expenses	193,000	-	193,000	193,000
Capital Improvements	-	-	-	-
Total Expenditures	193,000	-	193,000	193,000

Revenues Over (Under) Expenditures

77,000 - 77,000 75,000

Beginning Fund Balance	484,842		484,842	484,842
Ending Fund Balance	561,800		561,800	559,800

INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND

Revenues:				
Transfers in	220,900	-	220,900	220,900
Total Revenues	220,900	-	220,900	220,900
Expenditures:				
Interest expense	47,000	-	47,000	47,000
Principal payment	173,900	-	173,900	173,900
Other	-	-	-	-
Total Expenditures	220,900	-	220,900	220,900
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

INCLUSIONARY HOUSING FUND

Revenues:				
Interest Earnings	20,500	-	20,500	25,000
Total Revenues	20,500	-	20,500	25,000
Expenditures:				
Other	-	-	-	-
Total Expenditures	-	-	-	-
Revenues Over (Under) Expenditures	20,500	-	20,500	25,000
Beginning Fund Balance	580,724		580,724	580,724
Ending Fund Balance	601,200		601,200	605,700

COMMUNITY IMPROVEMENT

Revenues:				
Interest	12,000	-	12,000	34,000
Grant Revenue	2,754,000	-	2,754,000	2,754,000
Other Revenue	1,458,000	-	1,458,000	1,458,000
Total Revenues	4,224,000	-	4,224,000	4,246,000
Expenditures:				
Other Capital Improvements	4,217,000	-	4,217,000	4,217,000
Professional Services	-	-	-	-
Total Expenditures	4,217,000	-	4,217,000	4,217,000

Revenues Over (Under) Expenditures	7,000	-	7,000	29,000
Beginning Fund Balance	429,206		429,206	429,206
Ending Fund Balance	436,200		436,200	458,200

HOUSING AUTHORITY

Revenues:				
Interest	77,000	-	77,000	91,000
Total Revenues	77,000	-	77,000	91,000
Expenditures:				
Meeting Stipends	5,100	-	5,100	5,100
Professional Services	33,000	-	33,000	33,000
Legal Counsel	-	-	-	-
Other	11,500	-	11,500	11,500
Total Expenditures	49,600	-	49,600	49,600
Revenues Over (Under) Expenditures	27,400	-	27,400	41,400
Beginning Fund Balance	2,173,348		2,173,348	2,173,348
Ending Fund Balance	2,200,700		2,200,700	2,214,700

FORMER RDA AFFORDABLE HOUSING AUTHORITY

Revenues:				
Interest	124,000	-	124,000	146,000
Total Revenues	124,000	-	124,000	146,000
Expenditures:				
Meeting Stipends	-	-	-	-
Professional Services	33,000	-	33,000	33,000
Legal Counsel	-	-	-	-
Other	-	-	-	-
Total Expenditures	33,000	-	33,000	33,000
Revenues Over (Under) Expenditures	91,000	-	91,000	113,000
Beginning Fund Balance	4,337,385		4,337,385	4,337,385
Ending Fund Balance	4,428,400		4,428,400	4,450,400

Attachment 2
PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2025-26

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GENERAL FUND			
Revenue			
Increase in Building Permit Fees	100-4201	1,312,000	
Increase in actual Motor Vehicle License Fees	100-4601	100,000	
Increase in Plan Check Fees	100-4901	2,450,000	
City Manager			
Increase in Legal Notice requirements	1010-7670		10,000
Increase in Professional Services for carryover of MIG strategic plan	1010-7965		26,300
Increase for World Cup viewing party approved by City Council 1/26	1010-7980		20,000
Public Safety			
Increase in overtime due to Tobacco grant carryover	1205-7030		6,000
Increase in Sheriff's contract due to Tobacco grant carryover	1205-7781		4,000
Increase in merchandise due to Tobacco grant carryover	1205-7980		17,200
Increase for security camera upgrades at Public Safety, Syard & City Hall	1205-8100		25,000
Community Development			
Increase for Charles Abbott Associates contract for Building Services	1405-7800		670,000
Increase for new permit software	1405-7800		30,000
Increase for recommended building plan scanning project Phase 1	1405-7800		120,000
Decrease due to majority of Median landscape costs paid out in FY 24/25	1405-8100		(290,000)
Field Services			
Decrease due to staff turnover and vacancies	1410-7002		(30,000)
Sports Park			
Increase due to water costs	1415-7843		15,000
Decrease in repair costs	1415-7889		(10,000)
Parks and Recreation			
Decrease due to full time staff retirement	1605-7002		(13,200)
Increase in part time salaries due to minimum wage increases	1605-7010		6,400
Increase in part time salaries due to minimum wage increases	1605-7011		15,900
Increase in part time salaries due to minimum wage increases	1605-7012		500
Decrease in part time salaries due to turnover and vacancies	1605-7013		(1,500)
Decrease due to turnover and vacancies	1605-7014		(27,000)
Decrease in part time salaries due to turnover and vacancies	1605-7016		(6,400)
Increase for new Kaisen Software Agt approved by Council 11/25	1605-7653		16,700
Increased cost for event furnishings and light towers	1605-7730		3,000
Decreased cost of City Picnic	1605-7732		(11,500)
Decreased to move \$9k of the Walmart grant to excursions and boxing	1605-7735		(9,000)
Decreased due to cancelled classes	1605-7736		(7,200)
Increased to spend Walmart grant on teen excursions	1605-7738		5,500
Decreased due to cancellation of flag football	1605-7741		(3,000)
Increased to spend Walmart grant on boxing program	1605-7745		3,500
Increase for addtl K-9 unit/traffic control equip for Independence Day	1605-7758		13,000
Increase for Duarte Park Ph II Design approved by Council 9/25	1605-7965		63,000
Increase for carryover of completion of Aquatic Design contract	1605-7965		13,400
Facilities			
Increase in part time salaries due to minimum wage increases	1610-7003		5,300
Increase due to two part time staff enrolled in PERS	1610-7072		4,100
Increase in cost of pool chemicals	1610-7617		2,500

Increase for pool pump replacement & CH roof repairs	1610-7652		23,000
Increase water costs at City Hall	1610-7836		600
Increased water costs at Community Center	1610-7837		500
Increased water costs at Fitness Center pools	1610-7838		8,400
Increased water costs at Public Safety	1610-7839		600
Increase due to bid cost of South Yard Electrical Upgrade	1610-8100		84,000
Decrease due to Teen Ctr roof coming in under budget	1610-8100		(41,000)
Increase due to delay of CH Exterior Rehab project into FY 25/26	1610-8100		561,000
Finance			
Increase in credit card bank fees	1805-7653		20,000
Increase for timing of interim audit, new GASB report assistance	1805-7654		41,000
Increase due to carryover of Willdan User Fee Study to FY 25/26	1805-7965		18,000
Risk Management			
Increase for costs of replacing copper wire on Evergreen after theft	1820-7771		22,000
Increase for costs of street lights after two hit and run accidents	1820-7771		30,000
General Services			
Increase to CalPERS contribution per new GASB report 7/25	1825-7674		40,000
Vehicles			
Increase for down payment on 2 custom ordered City Service trucks	1830-8100		35,000
Transfers Out			
Increase in Citywide Landscape subsidy due to increased water costs	1905-9020		36,000
		3,862,000	1,566,600
General Fund Net Change		2,295,400	
GAS TAX FUND			
Increase in estimated interest earnings due to fund balance	220-4401	12,000	
Increase in expenses for traffic signs	2210-8100		14,000
Increase to cover PWks staff mobile phone costs	2220-7831		2,000
		12,000	16,000
Gas Tax Fund Net Change		(4,000)	
LIGHTING AND LANDSCAPE FUND			
Increased General Fund Subsidy	240-6901	36,000	
Decreased as traffic signal repairs are moved to the General Fund	2405-7890		(45,000)
Increased water costs in Citywide Landscape	2410-7844		82,500
Increased water costs in Amberwood	2423-7835		5,000
		36,000	42,500
Lighting and Landscape Fund Net Change		(6,500)	
BICYCLE AND PEDESTRIAN FUND			
Increased to match annual allocation on existing ADA project	3005-8060		8,900
		-	8,900
Bicycle and Pedestrian Fund Net Change		(8,900)	
MEASURE R FUND			
Decrease in projected revenue per updated State projection 1/26	470-4401	(2,000)	
Increase for additional traffic calming signage related to SRTS project	4705-8100		14,500
		(2,000)	14,500
Measure R Fund Net Change		(16,500)	
MEASURE M FUND			
Increase for BuenaVista/Kelwill traffic signal approved by Council 12/25	4750-8070		108,000
		-	108,000
Measure M Fund Net Change		(108,000)	



AGENDA REPORT

MEETING DATE: February 10, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: Consideration to Approve a Budget Amendment to Sponsor the 2026 San Gabriel Valley Women's Summit

RECOMMENDATION: It is recommended that the City Council consider approving a budget amendment to account 1020-7710 to sponsor the 2026 San Gabriel Valley Women's Summit

FISCAL IMPACT: If the City Council approves any level of sponsorship for the event, it will be reflected in account number 1020-7710

STRATEGIC PLAN IMPACT: Goal A - A2.3 Economic Development and Activation

BACKGROUND

The 2026 San Gabriel Valley Women's Summit ("Summit") will be taking place this year on Friday, May 15 from 9 AM – 2 PM at the Monrovia DoubleTree. The event is being presented by the Duarte Chamber of Commerce ("Chamber") in partnership with neighboring Chambers of Commerce. The Summit connects women from all walks of life, empowering one another through leadership, thoughtful conversation, and networking. Understanding that the event's roots stemmed from former Councilmember Tzeitel Paras-Caracci's vision to provide a platform for women to inspire one another, the Chamber requested that the City Council be a sponsor for the event.

DISCUSSION/ANALYSIS

Currently, the Chamber is soliciting sponsorships from various organizations, including the City of Duarte, to sponsor the Summit. The full list of benefits can be seen in Attachment A.

If approved, a budget amendment would need to be made to increase account number 1020-7710 by whichever level of sponsorship that the City Council approves. The approved Fiscal Year 2025-26 Duarte Chamber budget is currently \$94,600.

RECOMMENDATION

It is recommended that the City Council consider approving a budget amendment to account 1020-7710 to sponsor the 2026 San Gabriel Valley Women's Summit.

FISCAL IMPACT

If the City Council approves any level of sponsorship for the event, it will be reflected in account number 1020-7710.

ATTACHMENTS

A. 2026 San Gabriel Valley Women's Summit Sponsorship Form

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



SPONSORSHIP OPPORTUNITIES

The San Gabriel Valley Women's Summit is a dynamic, community-driven gathering that brings together women from all walks of life—professionals, entrepreneurs, students, caregivers, creatives, and changemakers—united by a shared desire to grow, connect, and lead with purpose. Guided by this year's theme, Rooted, Resilient, and Rising – Grounded in who you are and reaching for more together, the Summit celebrates the strength that comes from honoring our foundations while boldly stepping into what's next. Through inspiring speakers, meaningful conversations, and intentional networking, the event creates space for women to reflect on their journeys, build confidence, and draw inspiration from one another across the San Gabriel Valley.

Support from sponsors and partners is essential to making this Summit accessible, impactful, and truly representative of the diverse voices it serves. Sponsorship directly fuels programming, scholarships, resources, and experiences that empower women to grow personally and professionally—while strengthening the broader community as a whole. By investing in the San Gabriel Valley Women's Summit, sponsors are not only supporting an event, but actively contributing to a movement that uplifts women, fosters resilience, and helps our region rise together—deeply rooted in who we are and inspired by what we can become.

	Diamond	Platinum	Gold	Silver	Bronze	Community & Non-Profit
Seats with premiere location	2 Tables*	1 Table*	1 Table*	4 Seats	4 Seats	2 Seats
Name recognition from stage as a sponsor	X	X	X	X	X	X
Logo in SGV Women's Summit Program	X	X	X	X	X	X
Logo on Step and Repeat	X	X	X	X	X	
Sponsor Table	X	X	X	X		
Logo on marketing materials**	X	X				
Logo on stand-alone sponsor signs at event	X					
Logo on gift bags or SWAG	X					
	\$10,000	\$5,000	\$2,500	\$1,000	\$500	\$250

The San Gabriel Valley Women's Summit would not be possible without the generous support of sponsors such as yourself.

The Duarte Chamber is a 501(C) (6) Non-Profit organization (Federal Tax ID# 95-2098880).

*8 Seats at a Table **Added to all new marketing materials after sponsorship application is received such as flyers, posters and social media posts



SAN GABRIEL VALLEY
WOMEN'S SUMMIT 2026
ROOTED, RESILIENT, AND RISING



PRESENTED BY DUARTE CHAMBER

SPONSORSHIP FORM

Business Name: _____ Phone: _____

Contact Name: _____ Fax: _____

Address: _____ City/Zip: _____

Signage to Read: _____ Email: _____

Sponsorship Level:

☐ Diamond Sponsor

☐ Silver Sponsor

☐ Platinum Sponsor

☐ Bronze Sponsor

☐ Gold Sponsor

☐ Community & Non-Profit Sponsor

Please reserve my sponsorship as checked. Enclosed is the full amount of \$_____ due.

Signature: _____ Date: _____

The Duarte Chamber of Commerce reserves the right to approve all sponsors and exhibits. This application will hold your space. Full details on participation, including the setup and cleanup schedules, will follow two weeks prior to the event. Deadline for application is April 15, 2026.

Return this application with your check to: Duarte Chamber of Commerce, 1735 Huntington Drive, Duarte, CA 91010

Call the Duarte Chamber with questions at (626) 357-3333 or to pay with credit card

SAVE THE DATE: FRIDAY MAY 15, 2026

9AM - 2PM



GROUNDING IN WHO YOU ARE AND REACHING FOR MORE TOGETHER



PROGRAM SPONSOR/VENDOR APPLICATION

Business Name: _____ Phone: _____

Contact Name: _____ Fax: _____

Address: _____ City/Zip: _____

Signage to Read: _____ Email: _____

- ☐ Business Card Sized Program Book Ad \$75
- ☐ Half Page Program Book Ad (5" x 7.5")..... \$150
- ☐ Full Page Program Book Ad (10" x 7.5") \$300
- ☐ Vendor Table (spaces are limited) \$200

Please reserve my sponsorship as checked. Enclosed is the full amount of \$_____ due.

Signature: _____ Date: _____

The Duarte Chamber of Commerce reserves the right to approve all sponsors and exhibits. This application will hold your space. Full details on participation, including the setup and cleanup schedules, will follow two weeks prior to the event. Deadline for application and artwork submissions is May 6, 2024. Vendor tables and 2 chairs will be provided. No electricity will be guaranteed.

Return this application with your check to: Duarte Chamber of Commerce, 1735 Huntington Drive, Duarte, CA 91010

Call the Duarte Chamber with questions at (626) 357-3333 or to pay with credit card

PRESENTED BY
DUARTE CHAMBER

IN PARTNERSHIP WITH CHAMBERS AND COMMUNITY
PARTNERS ACROSS THE SAN GABRIEL VALLEY

- ✓ Guest Speakers
- ✓ Breakout Sessions
- ✓ Vendor Tables

- ✓ Catered Lunch
- ✓ Networking Reception
- ✓ Event Location:

