

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

**6:00 PM - CLOSED SESSION
7:00 PM - REGULAR SESSION**

**CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010
Tuesday, February 25, 2025
7:00 PM**

MISSION STATEMENT

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

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

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

ADA ACCESSIBILITY NOTICE:

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

Notice:

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

Notice:

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

Members of the public may livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto www.accessduarte.com, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link. City Council meetings are also broadcast daily at 12:00 p.m. and 7:00 p.m., following each meeting, via Spectrum Cable - Channel 3.

Public comment:

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

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

PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published.

6:00 PM CLOSED SESSION

1. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. PUBLIC COMMENT ON CLOSED SESSION ITEMS- Any person wishing to speak on the Closed Session item may do so at this time. The opportunity to speak is on a first come,

first served basis. Each person may speak for 3 minutes.

4. CLOSED SESSION

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

7:00 PM OPEN SESSION

5. CALL TO ORDER AND ROLL CALL

6. PLEDGE TO THE FLAG

7. CITY ATTORNEY CLOSED SESSION REPORT

8. SPECIAL ITEMS

- A. Mayor's Youth Council Update

- B. Recognition of Denny's Restaurant and City of Duarte Resident Toni Martinez for Their Support of First Responders During the January 2025 Windstorm

- C. Public Safety Department Update

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

10. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

11. 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 - February 11, 2025 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of February 11, 2025.

- D. Approval of Warrants - February 25, 2025 (CC/HA/FA)

Recommended Action: Approve the warrants of February 25, 2025.

- E. Receive and file the Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report for the month of December 2024.

- F. Receive and File the Public Safety Department Update

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

G. Set Public Hearing for the Establishment of Underground Utility District No. 11

Recommended Action: Adopt Resolution No. 25-05 to Set Public Hearing for March 25, 2025.

H. Amendment to City Councilmember Intergovernmental Organization Appointment for the California Contract Cities

Recommended Action: Appoint Councilmember Lewis as the California Contract Cities Delegate for the current year.

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

13. PUBLIC HEARINGS

14. BUSINESS ITEMS

A. Fiscal Year 2024/25 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. Emergency Repairs Related to 2025 Windstorm, Award of Contract for the 2025 Windstorm Concrete Emergency Repairs Project and Related Budget Amendment for Concrete Repair and Tree and Debris Removal

Recommended Action: 1) Authorize emergency purchases pursuant to DMC Section 2.36.050(e); 2) Approve the award of contract for the 2025 Windstorm Concrete Emergency Repairs Project to FS Contractors Inc. in the amount of \$151,000, plus a 10% contingency; and 3) Approve a \$256,000 budget amendment to account 100-1205-7655 to fund Windstorm related cleanup and repairs

15. CONTINUATION OF ORAL COMMUNICATIONS

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

17. ADJOURNMENT

AFFIDAVIT OF POSTING

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

Dated this 19th day of February, 2025.

Annette Juarez, MMC
City Clerk



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: February 18, 2025
SUBJECT: Comments on Agenda Items, Meeting of February 25, 2025

ITEM 8.A. (Special Items). Mayor's Youth Council Update - The Mayor's Youth Council will provide an update for the council.

ITEM 8.B. (Special Items). Recognition of Denny's Restaurant and City of Duarte resident Toni Martinez for their support of first responders during the January 2025 windstorm.

ITEM 8.C. (Special Items). Public Safety Department Update - Public Safety Director Larry Breceda will provide an update for the council.

ITEM 11.E. (Consent Calendar). The Finance Department has submitted the monthly report for December of 2024 for review.

ITEM 11.F. (Consent Calendar). The Public Safety Department has submitted the monthly report for February 2025 for review.

ITEM 11.G. (Consent Calendar). Resolution No. 25-5 - Setting a Public Hearing for the Establishment of Underground Utility District No. 11 - In August 2024, the City Council directed staff to move forward with efforts to underground utilities on Huntington Drive to maximize the commitment by Los Angeles Public Works (LACPW) to assist with an undergrounding project in the City of Duarte with up to \$1,000,000 of Southern California Edison (SCE) Rule 20A credits. The City is required to establish an underground utility district by Resolution adoption in order to proceed with the necessary steps to be eligible for SCE Rule 20A funds. Proposed Underground Utility District No. 11 (UUD No. 11) would include the undergrounding of overhead utility facilities along the north side of Huntington Drive from approximately 220 feet west of the intersection with Bradbourne Avenue to Mount Olive Drive, and along Bradbourne Avenue from Huntington Drive to 200-feet north of Huntington Drive. Prior to the public hearing, any affected utilities and adjacent properties will be notified. A draft of the Engineer's Report will be available for review at City Hall at any time between now and the public hearing containing the extent of such utilities' participation and estimates of the total costs to the City and affected property owners, if any. It's important to note that the undergrounding of proposed Utility District No. 11 will not have a financial impact on any of the developed properties adjacent to the project limits. The estimated cost for the undergrounding project is up to approximately \$1,250,000 where Los Angeles Public Works would support the project with \$1,000,000 of Rule 20A credits. This leaves a remaining budget need of \$250,000. However, in establishing the undergrounding district, there is no immediate fiscal impact. The City Council will have the opportunity to take action and match with City funds when the final design and cost estimate is complete.

ITEM 11.H. (Consent Calendar). Amendment to City Councilmember Intergovernmental Delegate for California Contract Cities - Each year, the City Council appoints individual Councilmembers to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations. Councilmember Lewis has served as the California Contract Cities Association Delegate since 2021. At its January 14, 2025 meeting, the City Council appointed Councilmember Calderon to serve as the Delegate for the California Contract Cities Association and the entire Council to serve as the Alternate. Councilmember Lewis has expressed his interest in being reinstated as the California Contract Cities Association delegate. Staff has spoken with Councilmember Calderon and he is agreeable to the change.

ITEM 14.A. (Business Items). Fiscal Year 2024/25 Mid-Year Budget Report - Staff has completed the mid-year budget projections for the 2024/25 fiscal year. Currently, fiscal year 2024/25 revenues are estimated to be 2.3% higher and expenses are estimated to be 4.3% higher than originally projected. As a result, staff is estimating that the General Fund will reflect a deficit of \$3.1 million, instead of the \$2.6 million deficit that was originally adopted. This will result in year-end unassigned reserves of \$25.2 million or 92% of the General Fund expenditures. The largest impacts on the anticipated increase to General Fund revenue is a result of the permit fees related to the Wyndham hotel project and higher-than-expected interest earnings. The expenses increased largely due to items that have already been presented to and 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 2024.

ITEM 14.B. (Business Items). Emergency Repairs Related to 2025 Windstorm, Award of Contract for the 2025 Windstorm Concrete Emergency Repairs Project and Related Budget Amendment for Concrete Repair and Tree and Debris Removal - On January 7th, 2025, a severe windstorm caused significant damage throughout the City of Duarte. On January 8th, 2025, President Biden declared a Presidential Major Disaster Declaration for the Los Angeles Area and on January 14th, 2025, the Duarte City Council adopted Resolution 25-02 declaring a local emergency. Over 125 City trees were damaged in the storm; some with major limb damage and some a complete loss. In many locations where trees came down the nearby sidewalk and curb were lifted, cracked and damaged. In one case a fallen tree pulled the sewer line out of a park restroom. Between 20-30 street signs were broken throughout the City and one of the large poles supporting the Buena Vista Street Banner Marquis fell. The costs related to all of these items, including City staff time and emergency supplies used during this emergency disaster will be included in our FEMA reimbursement application. In any emergency, damages are triaged, assessed and prioritized. For example, the downed trees that were literally blocking City streets the night of the storm were removed immediately. The next day Public Works and Field Services staff assessed the damage citywide and identified locations where there were sidewalk trip hazards or trees at risk of falling. The damaged areas were then prioritized based on safety and the high priority areas were addressed including tree removal, trimming of limbs at risk of causing damage and sidewalk repair on Huntington Drive near three large trees that fell. Our next priority is to address the remaining damaged sidewalks throughout the City. This consists of the removal and replacement of broken, off grade and displaced concrete sidewalk, curb and gutter damaged by compromised or fallen trees. The specifications for this project were made available and quotes were requested from five (5) contractors that have successfully completed concrete repairs in the City of Duarte in the past. On January 22, 2025, five (5) quotes were submitted electronically. The lowest quote received came from FS Contractors, Inc; who have successfully completed work for the City of Calabasas, City of El Segundo, City of Walnut, and City of Duarte. Their federal and state license status has been verified. As with all contracts, a ten (10) percent contingency has been added to this contract and will only be used if deemed necessary. Staff is still gathering information for the repair of the large poles supporting the Buena Vista Street Banner Marquis and will bring that back to Council at a future meeting to discuss costs and options. Based on our contract with Mariposa, the cost to replant all damaged trees is estimated at \$75,000 and this item will be discussed at the City's FY 2025/26 budget workshop. All emergency related costs will be charged to the City Emergency account 100-1205-7655 and included in the FEMA application. The total budget amendment necessary for this emergency work is \$256,000, which includes the work already completed or underway (immediate concrete repair \$19,000, sign repair \$15,000, and tree removal \$56,000) and the proposed concrete emergency repairs project \$166,000.

CITY OF DUARTE

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

Tuesday, February 11, 2025
5:00 p.m. — Commissioner Interviews
7:00 p.m. — Regular Session

5:00 PM - INTERVIEWS OF COMMISSION APPLICANTS

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the meeting to order at 5:08 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Truong, Calderon (arrived at 5:09 p.m.), Martin Del Campo, Garcia
Councilmembers Absent: None
Staff Present: Annette Juarez, City Clerk
Frances Jimenez, Deputy City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PUBLIC COMMENT ON COMMISSION INTERVIEWS

None.

4. INTERVIEW OF CANDIDATES FOR VACANT CITY COMMISSION POSITIONS

A. The following Commission vacancies exist:

Planning and Economic Development Commission
2 positions

Parks and Recreation Commission
2 positions

Public Safety Commission
2 positions

Public Utilities, Communications & Technology Commission
3 positions

Public Works & Traffic Safety Commission
2 positions

The City Council interviewed the following candidates to fill City Commission vacancies:

Lisa Tovar
Danielle Riley
Juan Carlos Lopez Driotis
Mark Romejko
Ricardo Ortega
Eddie Olague

Patty Navarrete
Michael Powers
Erica Gonzalez
Jessica Workman
Danny Peterson
Richard Navarrete
Luz Paez
Stephanie Kovach
David Rodriguez
Tonette Parker Reyes

5. DISCUSSION OF INTERVIEWS AND CANDIDATES

The City Council discussed the interviews and deliberated over candidates to fill City Commission vacancies.

7:00 PM - OPEN SESSION

6. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the meeting to order at 7:17 p.m.

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

7. PLEDGE TO THE FLAG

The flag salute was led by Mayor's Youth Council Member Justice Peoples.

8. CITY ATTORNEY CLOSED SESSION REPORT FROM FEBRUARY 3, 2025 SPECIAL MEETING

City Attorney Phan stated that there was no reportable action.

9. SPECIAL ITEMS

A. Recognition of Barbie Bylsma-Houghton, Parks and Recreation Commissioner for 41 years of service

Director of Parks and Recreation Enriquez shared words of appreciation for Barbie Bylsma-Houghton, and her service as a Parks and Recreation Commissioner for the past 41 years; and the City Council presented a plaque in recognition of her volunteerism and years of service.

B. Community Development Department Update

Community Development Director Hensley gave an update on the ongoing Huntington Drive medians project; shared the progress being made on the windstorm repairs; highlighted Envision Ford’s recently completed message board; and gave the status of multiple development projects such as the Wyndham Hotel.

Discussion ensued regarding upcoming developments and eateries in the city.

C. Parks and Recreation Department Update - Fish Canyon Trail Planning Grant Completion Report

Director of Parks and Recreation Enriquez gave a status update on the Fish Canyon Trail Restoration and Access Improvements Project.

Bryan Matsumoto, Senior Project Manager at Nature for All shared the planning grant completion report which highlighted the grant funding, constructing permitting process, concept design, probable cost estimates, and additional details.

Conversation was had regarding the project timeline and approximate costs.

D. Presentation by Russ Bryden, Executive Officer San Gabriel Valley Basin Water Master

Executive Officer San Gabriel Valley Basin Water Master Russ Bryden, provided information on Groundwater Management in the San Gabriel Valley, explained the various watermaster authorities; and detailed the Watermaster's actions in response to the United States Environmental Protection Agency's use of Lario Park as a hazardous waste sorting site for the Eaton Fire.

Discussion was had regarding water quality in the area and partnering together to further communication between organizations and the community.

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

None.

12. CONSENT CALENDAR

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

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

C. Approval of Minutes - January 28, 2025 Regular Meeting and February 3, 2025 Special Meeting (CC/HA/FA)

D. Approval of Warrants - February 11, 2025 (CC/HA/FA)

E. Receive and file the Community Development Department update

F. Receive and file the Parks and Recreation Department update

G. Approval of City Council Conference Attendance

H. Approval of Job Description and Salary Schedule for Lead Maintenance Worker

I. Notice of Completion: Fiscal Year 2024-25 CDBG ADA Curb Ramps Project CDBG Project No. 602666-24 for CJ Concrete Construction, Inc. in the amount of \$108,187.50

J. Notice of Completion: Fiscal Year 2024-25 Citywide Concrete Repair Project No. 25-3 for FS Contractors, Inc. in the amount of \$140,328.00

K. Removed from Consent Calendar for Discussion

L. Removed from Consent Calendar for Discussion

Moved by Councilmember Truong seconded by Councilmember Kang and carried by the following vote

of the City Council to Approve items 11.A-11J of the Consent Calendar.

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

13. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

K. Authorizing the Purchase of a New Fitness Center Exercise Equipment and Flooring Replacement

Director Enriquez gave an approximate timeline of when the Fitness center will be closed for renovations.

L. Approval of Agreement with MIG, Inc. to Provide Strategic Planning Services

Per questions posed by the City Council, Management Analyst Nuñez clarified the scope of work that falls under the strategic planning services in the proposed agreement. Further information was provided regarding the vendor services and collaboration with staff and departments would entail.

Moved by Councilmember Finlay seconded by Councilmember Truong and carried by the following vote of the City Council to Approve Item 12.K. authorizing the City Manager to execute the purchase contract with Advanced Exercise for new Fitness Center exercise equipment in the amount of \$129,803 and 2) Approve a total project budget amendment of \$118,000 from the General Fund; and Approve Item 12.L. authorizing the City Manager to approve a Professional Services Agreement with MIG, Inc. in the amount not-to-exceed \$81,000 for strategic planning services and approve a budget amendment of \$81,000.

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

14. PUBLIC HEARINGS

None.

15. BUSINESS ITEMS

A. Appointment of City Commissioners to Fill Existing Commission Vacancies

City Clerk Juarez shared that the Council interviewed many great candidates to fill Commission vacancies for four-year terms ending on February 28, 2029.

Mayor Garcia announced the following appointments to the City’s commissions:

Public Utilities, Communications, and Technology Commission - Lisa Tovar, Danielle Riley, and Juan Carlos Lopez Driotis

Public Works and Traffic Safety Commission - Ricardo Ortega and Stephanie Kovach

Parks and Recreation Commission - Eddie Olague and Michael Powers

Public Safety Commission - Jessica Workman and Danny Peterson

Planning and Economic Development Commission - Luz Yesenia Paez and David Rodriguez

Moved by Councilmember Calderon seconded by Councilmember Finlay and carried by the following

vote of the City Council to appoint the selected candidates to the commission vacancies.

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

Suggestions were made by the City Council to implement additional training for new commissioners and a method to receive feedback from all applicants on what they would like to see improved in the City.

B. Parks and Recreation Commission Recommendation to Approve the Development of a Community Garden at Tzeitel Paras-Caracci Park

Director of Parks and Recreation Enriquez presented the Staff Report detailing the background of how the Parks and Recreation Commission recommended approval of the development of a community garden at Tzeitel Paras-Caracci Park. He also shared the project goals, vision and ongoing oversight.

Discussion ensued regarding the garden features, selection of the site location, and the expected demographics of participants. Further information was provided to address safety measures, maintenance of the area, and the difference between community and public garden beds.

Giangelo Leos, Program Director of Education and Gardening at Food ED went into further detail regarding the garden specifications, its purpose, Food Ed's specific role, and the education component of the program.

Conversation was had regarding the management system of the program and foreseen success due to public engagement and soil quality in the City.

Moved by Councilmember Calderon seconded by Councilmember Finlay and carried by the following vote of the City Council to approve the development of a community garden at Tzeitel Paras-Caracci Park and a budget amendment of \$10,000 to cover the overage not funded by the California Urban Agriculture Grant Program.

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

C. Receive and File the Completed Broadband Assessment Study

Assistant to the City Manager Rangel provided background information on the project whose goal was to develop a gap analysis, identify key issues and barriers related to addressing reliable, equitable, and affordable broadband access.

Alex Telthorst, Senior Broadband Consultant for ENTRUST Solutions Group, presented the findings of the Broadband Access and Connectivity Infrastructure Assessment Report stating, the broadband needs of the City, survey and focus group results, gap analysis findings, and conceptual network design.

There was conversation regarding public input and the specific needs of the community, especially in times of emergencies.

City Manager Villalobos clarified that the presentation provided conceptual ideas and are not recommendations to take action on as further funding and partnerships will need to be sought out to fulfill the project. Assistant to the City Manager Rangel also highlighted that the project will be a long-term ongoing process.

Moved by Councilmember Finlay seconded by Councilmember Kang and carried by the following vote of the City Council to Receive and file the completed Citywide Broadband Assessment Study.

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

16. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

Director of Public Safety Services Breceda reported he attended a meeting at Lario Park with regard to preparations for the upcoming storm event.

City Manager Villalobos reported he attended the League of California Cities City Manager's Conference and shared information received from Supervisor Barger regarding the Lario Park Staging Area.

Councilmember Calderon thanked city staff for putting on the Lunar New Year celebration and thanked all the commission applicants.

Councilmember Finlay shared she attended the Sheriff's Department Mental Health and De-escalation training; commended the deputies along with Sergeant Fiedler for his role in organizing the event; and reminded everyone about the upcoming LAFCO meeting that will vote on the Royal Oaks annexation into the City of Duarte.

Clarification was made regarding the boundaries of the Royal Oaks annexation.

Councilmember Lewis thanked those who applied for city commissions and encouraged them to continue to be involved in the community; thanked Barbie Bylsma-Houghton for her service; and wished everyone a Happy Valentine's Day.

Councilmember Truong reported he attended the SGVCOG EENR meeting; cautioned residents to be safe during the windstorm; wished everyone a Happy Valentines Day; and thanked Senator Rubio for attending the Lunar New Year event.

Mayor Garcia thanked Supervisor Barger for her partnership representing the community; reminded residents of upcoming community events; and wished Councilmember Truong a Happy Birthday.

18. ADJOURNMENT - In memory of Mitchell Skinner - resident, Public Safety Commissioner, and Temple Station Volunteer on Patrol

At 9:51p.m., the City Council adjourned the meeting in memory of Mitchell Skinner - resident, Public Safety Commissioner, and Temple Station Volunteer on Patrol.

Cesar A. Garcia, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-2122	CAT TRACKING INC	Business License Refund (BL0140508)	5474		4.00
100-4004	CAT TRACKING INC	Business License Refund (BL0140508)	5474		412.00
100-4201	SUNRUN INSTALLATION SERVI...	Bldg Permit Refund (2024-205/1858 Earlington)	220650		180.10
100-1605-7735	DELONG UNLIMITED, CHAD DE...	Teen Ctr CHYLL Shirts	220623		352.80
100-1405-7965	ARMSTRONG & WALKER LAN...	Landscape Design-Recreation Trail 7/1/24-10/31/24	5470	202412-Prof Svc-FY24 Bike Tra...	7,763.35
100-1605-7612	CALIFORNIA PARK & RECREAT...	A Castaneda-Salazar Membership 3/1/25-2/28/26	220614		170.00
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	220649		178.34
100-1020-7716	JK PROPERTY SERVICES INC	2024 Holiday Lighting Install/Removal/Storage	220634		19,190.00
100-1020-7716	Walmart Community Card	Tree Lighting Supplies	BD25-1011		55.13
100-1020-7716	Walmart Community Card	Return-Snow Nite VIP Bags/Supplies	BD25-1011		-40.66
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 9/2024	220640		820.48
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 9/2024	220640		841.12
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 9/2024	220640		511.46
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 9/2024	220640		1,843.40
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 9/2024	220640		5,556.32
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 9/2024	220640		58.60
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 10/2024	220640		813.18
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 10/2024	220640		1,598.31
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 10/2024	220640		212.13
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 10/2024	220640		1,480.77
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 10/2024	220640		5,612.70
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 10/2024	220640		194.98
100-1020-7980	STUBBIES PROMOTIONS INC	Annual Awards Gift Backpack	5463		3,132.00
100-1605-7735	Walmart Community Card	TC CHYLL Program Ice Cream	BD25-1011		23.66
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 12/2024	5492	202424- 100-2121/1433 Crestf..	19,473.00
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 12/2024	220621		1,779.56
100-1605-7733	BEN RUSHING	SC DJ Entertainment	220646		175.00
100-1405-7965	LDM ASSOCIATES INC	FY25 Federal Grant Administration 12/2024	5484		480.00
100-1205-7655	ALBERTOS PLUMBING	Beardslee Park Sewer Line Repair (Wind Damage)	5467		3,200.00
100-1610-7652	ALBERTOS PLUMBING	Pool Deck Hose Bib Repair	5467		215.00
100-1605-7980	Walmart Community Card	Finance Charge	BD25-1011		0.22
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	220636		387.06
100-1605-7730	CURO MANAGED PRINT PRO...	Lunar New Year Event Signs/Posters	220622		1,091.81
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 1/5/2025 - 1/18/2025	5468		4,798.26
100-1010-7980	U.S. BANK	Drone Battery Pack (Amazon)	5464	202513/100-1010-7980-Other...	628.43
100-1205-7610	U.S. BANK	Larry Breceda Mtg w/B Ariizumi (Hope Village)	5464		49.90

Council Warrant Register By Account

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7610	U.S. BANK	EOC Debrief Lunch w/Staff (Max's)	5464		75.86
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	5464		24.58
100-1205-7614	U.S. BANK	Office Supplies (Target)	5464		17.16
100-1205-7614	U.S. BANK	Office Supplies (TJ Maxx)	5464		14.32
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	5464		70.86
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	5464		97.31
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	5464		15.98
100-1205-7615	U.S. BANK	EOC Dinner 1/7/25 (Chipotle)	5464		231.80
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	5464		44.08
100-1205-7615	U.S. BANK	EOC Mtg w/Cal OES/FEMA Coffee (Target)	5464		12.75
100-1205-7615	U.S. BANK	EOC Supplies (Staples)	5464		211.57
100-1205-7615	U.S. BANK	REFUND-EOC Supplies (Walmart)	5464		-15.88
100-1205-7615	U.S. BANK	EOC Debriefing Mtg 1/23/25 (Redwood Pizza)	5464		131.70
100-1205-7615	U.S. BANK	EOC Supplies (Target)	5464		145.60
100-1205-7615	U.S. BANK	EOC Evacuation Site Snacks (Costco)	5464		192.33
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	5464		182.36
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	5464		47.97
100-1205-7615	U.S. BANK	EOC Coffee (Coffee Bean)	5464		21.95
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	5464		162.16
100-1205-7615	U.S. BANK	EOC Supplies (Best Buy)	5464		33.05
100-1205-7615	U.S. BANK	EOC Staff Lunch 1/7/25 (Chick Fil-A)	5464		93.57
100-1205-7615	U.S. BANK	EOC Staff Dinner 1/8/25 (Max's Mexican Cuisine)	5464		232.00
100-1205-7615	U.S. BANK	EOC Field Lights (Amazon)	5464		717.70
100-1205-7615	U.S. BANK	EOC Device Protection (Amazon)	5464		35.12
100-1205-7615	U.S. BANK	EOC Supplies (Target)	5464		53.37
100-1205-7694	U.S. BANK	Commission Supplies (Crumb)	5464		29.99
100-1205-7694	U.S. BANK	Commission Supplies (Target)	5464		25.35
100-1205-7779	U.S. BANK	DART Coding Workshop 1/23/25 (Domino's)	5464		35.24
100-1205-7779	U.S. BANK	DART Meeting 12/30/24 (Dominos)	5464		55.06
100-1205-7779	U.S. BANK	DART Movie Night Dinner 1/3/25 (Umebana)	5464		106.27
100-1205-7779	U.S. BANK	DART Trip 1/25/25 (Won Kok Restaurant)	5464		210.10
100-1205-7779	U.S. BANK	DART Event 1/25/25 (LA Metro)	5464		10.50
100-1205-7779	U.S. BANK	DART Reservation 1/11/2025 (Round1 Bowling)	5464		244.93
100-1205-7779	U.S. BANK	DART Meeting 1/22/25 (Wing Stop)	5464		62.81
100-1205-7779	U.S. BANK	DART Meeting Supplie...	5464		29.38
100-1205-7780	U.S. BANK	2025 Organization Membership	5464		150.00
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Walmart)	5464		34.78
100-1205-7783	U.S. BANK	A-Team Takeover (Costco)	5464		109.70
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 12/2024	5493		800.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 12/2024	5493		2,360.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Access Improvements 12/2024	5493	202118-ATP Cycle 4-Professio...	40.00
100-1820-7771	CALIFORNIA STREET LIGHTING	Concrete Pole/Mast Arm & LED Fixture	5473	DMGE097-Hit&Run-1824 Ever...	7,000.00

Council Warrant Register By Account

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7652	PRONTO GYM SERVICES INC	Fitness Ctr Gym Equipment Service	220644		350.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5475		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5475		9.54
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	5495		497.39
100-1605-7730	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (Lunar New Year)	220648		337.65
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2025	5472		85.71
100-1010-7614	STAPLES CONTRACT & COMM...	Office Supplies	5496		116.60
100-1010-7980	BAKERS MAN PRODUCTIONS L...	Lario Park Town Hall Live-Streaming Services	5471		650.00
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Meeting 1/2025	5471		665.00
100-1605-7750	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/29/25 (Pantages Theater	220633		1,315.35
100-1205-7650	M K FUELS	Public Safety Fuel 1/2025	220618		103.32
100-1205-7781	M K FUELS	Sheriff Dept Fuel 1/2025	220618		414.05
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 1/2025	5486		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 1/2025	5486		2,080.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 1/2025	5486		76.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 1/2025	5486		3,426.72
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY24 Year End Audit/SCO Report	5488		3,475.00
100-1605-7965	AQUATIC DESIGN GROUP INC	CO1-Design Svcs-FC Pool Deck Renovation 1/2025	220610	202421-Prof Svcs-FC Pool Deck..	1,566.80
100-1605-7965	AQUATIC DESIGN GROUP INC	Expenses-FC Pool Deck Renovation 1/2025	220610	202421-Prof Svcs-FC Pool Deck..	711.99
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control 1/2025	5500		879.03
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 1/2025	220645		80.00
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan w/VELO/SIP & E911 Bundle 3/2025	5476		1,669.16
100-1610-7652	WET VIEWS	Weekly Aquatic Maintenance of Duarte Pools 1/2025	5490		1,950.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2025	5497		608.30
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Mgmt 3/2025	5497		399.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2025	5497		464.20
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 1/2025	5498		226.39
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Services 2/2025	5482		2,020.44
100-1610-7652	INX BUILDING MAINTENANCE	City Yard Janitorial Services 2/2025	5482		792.74
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Service 2/2025	5482		1,828.89
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 1/2025	5477		168.00
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Svcs 2/2025	5466		6,700.00
100-1020-7711	DOLPHIN RENTS INC	Employee Awards Furnishings	5479		5,227.66
100-1610-7652	POST ALARM SYSTEMS	City Yard/City Hall Alarm Monitoring 3/2025	5491		104.67
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs-FC Pool Deck Renovation 12/2024	220610	202421-Prof Svcs-FC Pool Deck..	71,457.00
100-1605-7965	AQUATIC DESIGN GROUP INC	CO1-Design Svcs-FC Pool Deck Renovation 12/2024	220610	202421-Prof Svcs-FC Pool Deck..	14,646.25
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	220632	202418-FY23-26-Exp-Tutors,S...	900.00
100-1205-7610	CCCA	Larry Breceda 2025 Annual Municipal Seminar	220613		950.00
100-1605-7758	JAMES EVENT PRODUCTIONS ...	Deposit-July 3rd Event Attractions	5483		6,410.00

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Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2025 - 2/28/2025	BD25-0982		552.20
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2025 - 2/28/2025	BD25-0981		565.20
100-1825-7631	CANON SOLUTIONS AMERICA ...	Admin Srvc Printer Maint 11/4/24 - 2/3/25	220615		137.78
100-1610-7616	SCP DISTRIBUTORS LLC	Competitor Racing Lane Lines	5494		2,581.11
100-1610-7618	MONROVIA LOCK SHOP	Building Keys	220616		49.61
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 1/1/25 - 1/31/25	BD25-1010		2,092.92
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Sewer Line Cleaning	5467		150.00
100-1610-7652	ALBERTOS PLUMBING	Snack Bar Plumbing Repairs	5467		750.00
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	(2) SCMAF SGV Award & Installation Attendance	220647		80.00
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Water	220626		31.50
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Supplies	220626		26.99
100-1405-7975	LEE & ASSOCIATES - PASADEN...	Real Estate Advisory Services 12/2024 & 1/2025	5485		6,495.00
100-1605-7735	DELONG UNLIMITED, CHAD DE..	TC Student Intern Shirts	220623		248.06
100-1610-7650	Mountain View Tire & Auto Se...	Truck #20 Tire Repair	5487		35.00
100-1010-7614	STAPLES CONTRACT & COMM...	Office Supplies	5496		124.79
100-1010-7610	BRIAN VILLALOBOS	League of Ca Cities CM Conf Expense Reimbursement	5499		234.00
100-1825-7626	POSTMASTER	CMD Bulk Mailing 2/6/2025	220652		97.20
100-1605-7736	DANCEFIT LLC	Instructor Fee-Baby Ballet S1 1/7/25 - 2/4/25	5478		336.00
100-1605-7736	DANCEFIT LLC	Instructor Fee-BalletFit Barre S1 1/7/25 - 2/4/25	5478		224.00
100-1605-7693	DUARTE RECREATION PETTY ...	MYC Youth Summit Meeting Food Delivery Tip	220627		10.00
100-1605-7733	DUARTE RECREATION PETTY ...	SC Super Bowl Game Prizes	220627		28.80
100-1605-7735	DUARTE RECREATION PETTY ...	TC Football Fan Night Snacks	220627		39.15
100-1810-7980	DUARTE RECREATION PETTY ...	Employee Valentine's Lunch	220627		252.80
100-4806	SOCORRO GARCIA	Adult Excursion Refund	220631		56.40
100-4801	SARA TIZNADO	Refund-Circus (Aiden Arredondo)	220651		60.00
100-4801	OSCAR LOPEZ	Refund-Circus Gymnastics (Ana Lopez)	220638		75.00
100-4801	OSCAR LOPEZ	Refund-Circus Gymnastics (Leesa Lopez)	220638		75.00
100-4801	KARLA AGUILAR-SOLIS	Refund-Circus Gymnastics (Jeanine Solis)	220608		75.00
100-4801	VIVIAN DIAZ	Refund-Circus Gymnastics (Lina Diaz)	220624		75.00
100-4801	CARMEN MONTENEGRO-SIS	Refun-Circus Gymnastics (Jade Sis)	220641		85.00
100-4801	LINDSAY MERRILL	Refund-Circus Tots (McKay Merrill)	220639		70.00
100-4801	LINDSAY MERRILL	Refund-Circus Gymnastics (Carter Merrill)	220639		85.00
100-4801	JAIME MORALES	Refund-Circus Gymnastics (Eliza Morales)	220642		75.00
100-4801	JAIME MORALES	Refund-Circus Gymnastics (Ezra Morales)	220642		75.00
100-4801	BRIAN CHOWSANGRAT	Refund-Circus Gymnastics (Victoria Chowsangrat)	220620		75.00
100-4801	HANA VERA	Refund-Circus Gymnastics (Maddox Vera)	220653		75.00
100-4801	DAVID ALARCON	Refund-Circus Gymnastics (Jonas Alarcon)	220609		75.00
100-4801	MARK BURRIS	Refund-Tennis (Julian Burris)	220612		57.00
100-4801	MARCO GARCIA	Refund-Tennis (Katia Garcia)	220630		57.00

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Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-4801	LIN GAN	Refund-Tennis (Jefferson Sun)	220629		57.00
100-4801	TZE CHANG	Refund-Tennis (Jacob Chang)	220619		57.00
100-4801	KATHERYNNE CASTILLO	Refund-Tennis (Emma Diaz)	220617		57.00
100-4801	SARAH PICKLE	Refund-Tennis (Maya Pickle-Hodges)	220643		63.00
100-4801	ASHLEY WEIDEMAN	Refund-Tennis (Mackenzie Weideman)	220654		57.00
100-4801	ASHLEY WEIDEMAN	Refund-Tennis (Madeline Weideman)	220654		57.00
100-4801	JIHYE KIM	Refund-Tennis (Charlotte Kim)	220637		57.00
100-4801	TZE CHANG	Refund-Tennis (Joshua Chang)	220619		57.00
100-4801	ERIN JOHNSON	Refund-Tennis (Kelsey DuBois)	220635		63.00
100-4815	ROSARIO EUGENIO	Cancellation-Summer Camp	220628		135.00
100-1405-7965	HARRIS & ASSOCIATES	Landscape District Assessment 12/29/24 - 1/25/25	5481		356.25
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-Youth Vocal 1/7/25 - 1/28/25	5469		364.00
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-55+ Vocal Class 1/7/25 - 1/28/25	5469		109.20
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	220625		165.00
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 1/2025	5492	202424- 100-2121/1433 Crestf..	45,222.60
100-1605-7733	FRANK'S CATERING	SC Valentine's Day Event Catering	220611		2,701.83
Fund 100 - GENERAL FUND Total:					296,962.69
Fund: 220 - GAS TAX FUN					
220-2210-7890	COUNTY OF LOS ANGELES DE...	Caltrans Furnished Controller 12/2024	220621		191.30
220-2210-7890	COUNTY OF LOS ANGELES DE...	Emergency Call Out-BV/Evergreen 12/2024	220621		414.33
220-2210-8070	ACT NOW! SIGNS	Huntington Dr Median Landscaping Signs	220607		2,737.50
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 12/2024	5493		9,236.50
220-2225-7980	ELIE FARAH INC	Royal Oaks/Bradbourne Ped Crossing Options	5480		1,500.00
Fund 220 - GAS TAX FUN Total:					14,079.63
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7890	COUNTY OF LOS ANGELES DE...	TMC-KITS Monitoring/Reports 12/2024	220621		592.80
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 1/2025	5486		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 1/2025	5486		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 1/2025	5486		2,733.32
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 1/2025	5486		459.54
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 1/2025	5486		8,312.45
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 1/2025	5486		1,166.67

Council Warrant Register By Account

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	5486		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 1/2025	5486		708.33
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					41,417.10
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-7965	LDM ASSOCIATES INC	FY25 CDBG ADA Curb Ramps Project 12/2024	5484	202511-Professional Svcs-ADA...	1,200.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,200.00
Fund: 270 - PAEG - PUBLIC ACCESS					
270-2127	WESTERN A/V	Retention	220655		-326.28
270-2705-8100	WESTERN A/V	New Audio & Visual Equipment in Community Center	220655		6,525.60
270-2705-8100	THE TECHNOLOGY DEPOT INC	PEG Channel Support	5497		1,002.50
Fund 270 - PAEG - PUBLIC ACCESS Total:					7,201.82
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-7965	NATURE FOR ALL	Fish Canyon Trail Planning 1/2025	5489	202214-Exp-Fish Cyn Trail Res...	9,248.51
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					9,248.51
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 9/2024	220640		514.66
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 10/2024	220640		768.99
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,283.65
Grand Total:					371,393.40

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	296,962.69
220 - GAS TAX FUN	14,079.63
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	41,417.10
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	1,200.00
270 - PAEG - PUBLIC ACCESS	7,201.82
400 - PARK DEVELOPMENT GRANT FUND	9,248.51
460 - PROPOSITION C TRANSIT FUND	1,283.65
Grand Total:	371,393.40

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7610	Travel, Mtgs & Conf	234.00
100-1010-7614	Office Supplies	241.39
100-1010-7980	Other Expenses	1,278.43
100-1015-7686	Other Legal Services	387.06
100-1020-7711	Employee Recognition C...	5,227.66
100-1020-7716	Special Community Even...	19,204.47
100-1020-7724	Post Office Parking	312.00
100-1020-7726	Council Cablecasting	665.00
100-1020-7980	Other Expenses	3,132.00
100-1205-7610	Travel, Mtgs & Conf	1,075.76
100-1205-7614	Office Supplies	126.92
100-1205-7615	Emergency Supplies	2,646.49
100-1205-7650	Vehicle Maintenance	3,427.49
100-1205-7655	Emergency Services	3,426.39
100-1205-7694	Public Safety Commission	55.34
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	1,654.29
100-1205-7780	Animal Control	150.00
100-1205-7781	Contract Law Enforceme...	11,583.07
100-1205-7782	Crossing Guard Contract...	4,798.26
100-1205-7783	A-Team Program	6,844.48
100-1205-7980	Other Expenses	58.49
100-1405-7650	Vehicle Maintenance	253.58
100-1405-7800	Building Department Ser...	1,117.40
100-1405-7801	Industrial Waste Inspect...	1,779.56
100-1405-7965	Professional Services	8,639.60
100-1405-7969	City Engineer	3,160.00
100-1405-7975	Economic Development ...	6,495.00
100-1410-7650	Vehicle Maintenance	2,439.43
100-1410-7815	Brush Clearance	2,156.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	80.00
100-1605-7612	Publications and Dues	170.00
100-1605-7650	Vehicle Maintenance	723.59
100-1605-7693	Youth Council	10.00
100-1605-7730	Special Events	1,429.46
100-1605-7733	Senior Center	3,070.63
100-1605-7735	Teen Center	663.67
100-1605-7736	Youth & Adult Recreatio...	1,033.20
100-1605-7750	Bus Rentals	1,315.35
100-1605-7758	Independence Day Celeb...	6,410.00
100-1605-7965	Professional Services	88,382.04
100-1605-7980	Other Expenses	0.22
100-1610-7616	Pool Supplies	2,581.11
100-1610-7618	Building Supplies	725.34
100-1610-7636	Uniforms	25.46

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7650	Vehicle Maintenance	1,668.66
100-1610-7652	Building Maint Services	9,050.31
100-1805-7654	Audit Services	3,475.00
100-1810-7660	Other Services	168.00
100-1810-7980	Other Expenses	252.80
100-1815-7632	Software	2,092.92
100-1815-7821	Network & Internet Serv...	1,007.50
100-1815-7830	Telephone Services	2,133.36
100-1820-7771	Repair Of City Property	7,000.00
100-1825-7626	Postage	97.20
100-1825-7631	Equipment Maintenance	137.78
100-2121	Pass Through Deposits	64,695.60
100-2122	Disability Access & Educ ...	4.00
100-2125	Metro Pass Through (TA...	80.00
100-4004	Business License Tax	412.00
100-4201	Building Permits	180.10
100-4801	Youth & Adult Recreatio...	1,614.00
100-4806	Excursion Fees	56.40
100-4815	Day Camp Fees	135.00
220-2210-7890	Repairs-Traffic Signal	605.63
220-2210-8070	Street Improvements (C...	2,737.50
220-2225-7980	Other Expenses	1,500.00
220-2225-8100	Other Capital Improvem...	9,236.50
240-2405-7890	Repairs-Traffic Signal	592.80
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
260-2605-7965	Professional Services	1,200.00
270-2127	Retention Payable	-326.28
270-2705-8100	Other Capital Improvem...	7,528.10
400-4005-7965	Professional Services	9,248.51
460-4605-7650	Vehicle Maintenance	1,283.65
Grand Total:		371,393.40

Project Account Summary

Project Account Key	Payment Amount
None	191,535.47
202118-ATP Cycle 4-Professional Svcs	40.00
202214-Exp-Fish Cyn Trail Restoration/Access Plan	9,248.51
202412-Prof Svc-FY24 Bike Trail Rehab Proj	7,763.35
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	900.00
202421-Prof Svcs-FC Pool Deck Renovation	88,382.04
202424- 100-2121/1433 Crestfield(Andres Duarte)	64,695.60
202511-Professional Svcs-ADA Curb Ramps	1,200.00

Project Account Summary

Project Account Key	Payment Amount
202513/100-1010-7980-Other Expense-River Bed Grant	628.43
DMGE097-Hit&Run-1824 Evergreen-St Light Pole Down	<u>7,000.00</u>
Grand Total:	371,393.40



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6588 - ALBERTO R PEREZ					
100-1610-7652	WET VIEWS	Weekly Aquatic Maintenance of Duarte Pools 1/2025	2596		1,950.00
Vendor 6588 - ALBERTO R PEREZ Total:					1,950.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1205-7655	ALBERTOS PLUMBING	Beardslee Park Sewer Line Repair (Wind Damage)	682086		3,200.00
100-1610-7652	ALBERTOS PLUMBING	Pool Deck Hose Bib Repair	682096		215.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Park Sewer Line Cleaning	682094		150.00
100-1610-7652	ALBERTOS PLUMBING	Snack Bar Plumbing Repairs	682095		750.00
Vendor 5561 - ALBERTOS PLUMBING Total:					4,315.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Svcs 1/5/2025 - 1/18/2025	98396		4,798.26
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					4,798.26
Vendor: 5505 - AQUATIC DESIGN GROUP INC					
100-1605-7965	AQUATIC DESIGN GROUP INC	CO1-Design Svcs-FC Pool Deck Renovation 1/2025	33772	202421-Prof Svcs-FC Pool Deck..	1,566.80
100-1605-7965	AQUATIC DESIGN GROUP INC	Expenses-FC Pool Deck Renovation 1/2025	33773	202421-Prof Svcs-FC Pool Deck..	711.99
100-1605-7965	AQUATIC DESIGN GROUP INC	CO1-Design Svcs-FC Pool Deck Renovation 12/2024	33676	202421-Prof Svcs-FC Pool Deck..	14,646.25
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs-FC Pool Deck Renovation 12/2024	33676	202421-Prof Svcs-FC Pool Deck..	71,457.00
Vendor 5505 - AQUATIC DESIGN GROUP INC Total:					88,382.04
Vendor: 6429 - ARK INTERNATIONAL INC					
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-Youth Vocal 1/7/25 - 1/28/25	S1-11288		364.00
100-1605-7736	ARK INTERNATIONAL INC	Instructor Fee-55+ Vocal Class 1/7/25 - 1/28/25	S1-11333		109.20
Vendor 6429 - ARK INTERNATIONAL INC Total:					473.20
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-1405-7965	ARMSTRONG & WALKER LAN...	Landscape Design-Recreation Trail 7/1/24-10/31/24	10312024	202412-Prof Svc-FY24 Bike Tra...	7,763.35
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					7,763.35
Vendor: T4911 - ASHLEY WEIDEMAN					
100-4801	ASHLEY WEIDEMAN	Refund-Tennis (Mackenzie Weideman)	2002114.002		57.00
100-4801	ASHLEY WEIDEMAN	Refund-Tennis (Madeline Weideman)	2002114.002		57.00
Vendor T4911 - ASHLEY WEIDEMAN Total:					114.00
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1010-7980	BAKERS MAN PRODUCTIONS L...	Lario Park Town Hall Live-Streaming Services	408428		650.00
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Meeting 1/2025	408429		665.00
Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:					1,315.00
Vendor: 4813 - BEN RUSHING					
100-1605-7733	BEN RUSHING	SC DJ Entertainment	2/27/2025		175.00
Vendor 4813 - BEN RUSHING Total:					175.00

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4912 - BRIAN CHOWSANGRAT					
100-4801	BRIAN CHOWSANGRAT	Refund-Circus Gymnastics (Victoria Chowsangrat)	2002103.002		75.00
Vendor T4912 - BRIAN CHOWSANGRAT Total:					75.00
Vendor: 1003 - BRIAN VILLALOBOS					
100-1010-7610	BRIAN VILLALOBOS	League of Ca Cities CM Conf Expense Reimbursement	2/5/25-2/7/25		234.00
Vendor 1003 - BRIAN VILLALOBOS Total:					234.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 1/2025	184090		85.71
Vendor 5559 - CALE AMERICA INC Total:					85.71
Vendor: 0035 - CALIFORNIA CONTRACT CITIES ASSOCIATION					
100-1205-7610	CCCA	Larry Breceda 2025 Annual Municipal Seminar	jnbaba		950.00
Vendor 0035 - CALIFORNIA CONTRACT CITIES ASSOCIATION Total:					950.00
Vendor: 1563 - CALIFORNIA PARK & RECREATION SOCIETY					
100-1605-7612	CALIFORNIA PARK & RECREAT...	A Castaneda-Salazar Membership 3/1/25-2/28/26	133984-112224		170.00
Vendor 1563 - CALIFORNIA PARK & RECREATION SOCIETY Total:					170.00
Vendor: 5869 - CALIFORNIA STREET LIGHTING					
100-1820-7771	CALIFORNIA STREET LIGHTING	Concrete Pole/Mast Arm & LED 1275 Fixture		DMGE097-Hit&Run-1824 Ever...	7,000.00
Vendor 5869 - CALIFORNIA STREET LIGHTING Total:					7,000.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA ...	Admin Srvcs Printer Maint 11/4/24 - 2/3/25	6010830591		137.78
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					137.78
Vendor: 6229 - CAPITAL ONE					
100-1020-7716	Walmart Community Card	Tree Lighting Supplies	12032024		55.13
100-1020-7716	Walmart Community Card	Return-Snow Nite VIP Bags/Supplies	04439		-40.66
100-1605-7735	Walmart Community Card	TC CHYLL Program Ice Cream	04277		23.66
100-1605-7980	Walmart Community Card	Finance Charge	11952025		0.22
Vendor 6229 - CAPITAL ONE Total:					38.35
Vendor: T4913 - CARMEN MONTENEGRO-SIS					
100-4801	CARMEN MONTENEGRO-SIS	Refun-Circus Gymnastics (Jade Sis)	2002098.002		85.00
Vendor T4913 - CARMEN MONTENEGRO-SIS Total:					85.00
Vendor: 5847 - CAT TRACKING INC					
100-2122	CAT TRACKING INC	Business License Refund (BL0140508)	R2908		4.00
100-4004	CAT TRACKING INC	Business License Refund (BL 0140508)	R2908		412.00
Vendor 5847 - CAT TRACKING INC Total:					416.00
Vendor: 6592 - CGAA INC					
100-1205-7650	M K FUELS	Public Safety Fuel 1/2025	1024		103.32
100-1205-7781	M K FUELS	Sheriff Dept Fuel 1/2025	1024		414.05
Vendor 6592 - CGAA INC Total:					517.37
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4219280116		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4219280116		9.54
Vendor 5140 - CINTAS CORPORATION #693 Total:					35.00
Vendor: 0903 - CITY OF MONROVIA					
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 9/2024	2500947		820.48
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 9/2024	2500948		841.12
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 9/2024	2500949		511.46

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 9/2024	2500950		1,843.40
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 9/2024	2500951		5,556.32
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 9/2024	2500953		58.60
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 10/2024	2500956		813.18
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 10/2024	2500957		1,598.31
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 10/2024	2500958		212.13
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 10/2024	2500959		1,480.77
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 10/2024	2500960		5,612.70
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 10/2024	2500962		194.98
Vendor 0903 - CITY OF MONROVIA Total:					19,543.45
Vendor: 6544 - CLOUD CONNECT SOLUTIONS INC					
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan w/VELO/SIP & E911 Bundle 3/2025	1365		1,669.16
Vendor 6544 - CLOUD CONNECT SOLUTIONS INC Total:					1,669.16
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 1/2025	CMC18064		168.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					168.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 12/2024	25011303186		1,779.56
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,779.56
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7730	CURO MANAGED PRINT PRO...	Lunar New Year Event Signs/Posters	10334		1,091.81
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,091.81
Vendor: 6650 - DANCEFIT LLC					
100-1605-7736	DANCEFIT LLC	Instructor Fee-Baby Ballet S1 1/7/25 - 2/4/25	#7		336.00
100-1605-7736	DANCEFIT LLC	Instructor Fee-BalletFit Barre S1 1/7/25 - 2/4/25	#7		224.00
Vendor 6650 - DANCEFIT LLC Total:					560.00
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7618	MONROVIA LOCK SHOP	Building Keys	25524		49.61
Vendor 5025 - DARRELL RAY CARROLL Total:					49.61
Vendor: T4914 - DAVID ALARCON					
100-4801	DAVID ALARCON	Refund-Circus Gymnastics (Jonas Alarcon)	2002105.002		75.00
Vendor T4914 - DAVID ALARCON Total:					75.00
Vendor: 3838 - DELONG UNLIMITED SCREEN PRINTING					
100-1605-7735	DELONG UNLIMITED, CHAD DE..	Teen Ctr CHYLL Shirts	22-11227		352.80
100-1605-7735	DELONG UNLIMITED, CHAD DE..	TC Student Intern Shirts	22-11512		248.06
Vendor 3838 - DELONG UNLIMITED SCREEN PRINTING Total:					600.86
Vendor: 1381 - DOLPHIN RENTS INC					
100-1020-7711	DOLPHIN RENTS INC	Employee Awards Furnishings	01-218499-07		5,227.66
Vendor 1381 - DOLPHIN RENTS INC Total:					5,227.66
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY					
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	3/2025		165.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY Total:					165.00
Vendor: 3165 - DUARTE PUBLIC SAFETY PETTY CASH					
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Water	02062025		31.50
100-1205-7980	DUARTE PUBLIC SAFETY PETTY...	Office Supplies	02062025		26.99
Vendor 3165 - DUARTE PUBLIC SAFETY PETTY CASH Total:					58.49

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7693	DUARTE RECREATION PETTY ...	MYC Youth Summit Meeting Food Delivery Tip	02112025		10.00
100-1605-7733	DUARTE RECREATION PETTY ...	SC Super Bowl Game Prizes	02112025		28.80
100-1605-7735	DUARTE RECREATION PETTY ...	TC Football Fan Night Snacks	02112025		39.15
100-1810-7980	DUARTE RECREATION PETTY ...	Employee Valentine's Lunch	02112025		252.80
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					330.75
Vendor: T4915 - ERIN JOHNSON					
100-4801	ERIN JOHNSON	Refund-Tennis (Kelsey DuBois)	2002117.002		63.00
Vendor T4915 - ERIN JOHNSON Total:					63.00
Vendor: 6389 - FRANCISCO BURCIAGA					
100-1605-7733	FRANK'S CATERING	SC Valentine's Day Event Catering	1294		2,701.83
Vendor 6389 - FRANCISCO BURCIAGA Total:					2,701.83
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 1/1/25 - 1/31/25	5165714809		2,092.92
Vendor 6181 - GOOGLE LLC Total:					2,092.92
Vendor: T4916 - HANA VERA					
100-4801	HANA VERA	Refund-Circus Gymnastics (Maddox Vera)	2002104.002		75.00
Vendor T4916 - HANA VERA Total:					75.00
Vendor: 6175 - HARRIS & ASSOCIATES					
100-1405-7965	HARRIS & ASSOCIATES	Landscape District Assessment 12/29/24 - 1/25/25	66412		356.25
Vendor 6175 - HARRIS & ASSOCIATES Total:					356.25
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
100-1605-7750	INLAND EMPIRE TOURS & TR...	Excursion Transportation 1/29/25 (Pantages Theater	62836		1,315.35
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					1,315.35
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Services 2/2025	991412		2,020.44
100-1610-7652	INX BUILDING MAINTENANCE	City Yard Janitorial Services 2/2025	991447		792.74
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Service 2/2025	991468		1,828.89
Vendor 6309 - INX BUILDING MAINTENANCE Total:					4,642.07
Vendor: T3536 - JAIME MORALES					
100-4801	JAIME MORALES	Refund-Circus Gymnastics (Eliza Morales)	2002102.002		75.00
100-4801	JAIME MORALES	Refund-Circus Gymnastics (Ezra Morales)	2002102.002		75.00
Vendor T3536 - JAIME MORALES Total:					150.00
Vendor: 6688 - JAMES PRODUCTIONS INC					
100-1605-7758	JAMES EVENT PRODUCTIONS ...	Deposit-July 3rd Event Attractions	230112557		6,410.00
Vendor 6688 - JAMES PRODUCTIONS INC Total:					6,410.00
Vendor: T4917 - JIHYE KIM					
100-4801	JIHYE KIM	Refund-Tennis (Charlotte Kim)	2002115.002		57.00
Vendor T4917 - JIHYE KIM Total:					57.00
Vendor: 5990 - JK PROPERTY SERVICES INC					
100-1020-7716	JK PROPERTY SERVICES INC	2024 Holiday Lighting Install/Removal/Storage	4271		19,190.00
Vendor 5990 - JK PROPERTY SERVICES INC Total:					19,190.00
Vendor: 6559 - JONES MAYER					
100-1015-7686	RICHARD D JONES, A Professi...	Zero Bail Injunction	127146		387.06
Vendor 6559 - JONES MAYER Total:					387.06

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4918 - KARLA AGUILAR-SOLIS					
100-4801	KARLA AGUILAR-SOLIS	Refund-Circus Gymnastics (Jeanine Solis)	2002094.002		75.00
Vendor T4918 - KARLA AGUILAR-SOLIS Total:					75.00
Vendor: T3280 - KATHERYNNE CASTILLO					
100-4801	KATHERYNNE CASTILLO	Refund-Tennis (Emma Diaz)	2002111.002		57.00
Vendor T3280 - KATHERYNNE CASTILLO Total:					57.00
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY25 Federal Grant Administration 12/2024	8498		480.00
Vendor 5438 - LDM ASSOCIATES INC Total:					480.00
Vendor: 6587 - LEE & ASSOCIATES - PASADENA INC					
100-1405-7975	LEE & ASSOCIATES - PASADENA INC	Real Estate Advisory Services 12/2024 & 1/2025	2062025		6,495.00
Vendor 6587 - LEE & ASSOCIATES - PASADENA INC Total:					6,495.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2025 - 2/28/2025	278572508		552.20
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 2/1/2025 - 2/28/2025	278572659		565.20
Vendor 5761 - LIFE STORAGE #530 Total:					1,117.40
Vendor: T4919 - LIN GAN					
100-4801	LIN GAN	Refund-Tennis (Jefferson Sun)	2002109.002		57.00
Vendor T4919 - LIN GAN Total:					57.00
Vendor: T4920 - LINDSAY MERRILL					
100-4801	LINDSAY MERRILL	Refund-Circus Tots (McKay Merrill)	2002099.002		70.00
100-4801	LINDSAY MERRILL	Refund-Circus Gymnastics (Carter Merrill)	2002100.002		85.00
Vendor T4920 - LINDSAY MERRILL Total:					155.00
Vendor: T4921 - MARCO GARCIA					
100-4801	MARCO GARCIA	Refund-Tennis (Katia Garcia)	2002108.002		57.00
Vendor T4921 - MARCO GARCIA Total:					57.00
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 1/2025	112102		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 1/2025	112102		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 1/2025	112102		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 1/2025	112102		3,426.72
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					5,894.72
Vendor: T4794 - MARK BURRIS					
100-4801	MARK BURRIS	Refund-Tennis (Julian Burris)	2002107.002		57.00
Vendor T4794 - MARK BURRIS Total:					57.00
Vendor: 6594 - MATTHEW GUARJARDO					
100-1205-7779	MATTHEW GUARJARDO	DUSD Tutoring Program	Dec 2024/Jan2025	202418-FY23-26-Exp-Tutors,S...	900.00
Vendor 6594 - MATTHEW GUARJARDO Total:					900.00
Vendor: 6529 - MONRO INC					
100-1610-7650	Mountain View Tire & Auto Service	Truck #20 Tire Repair	425812		35.00
Vendor 6529 - MONRO INC Total:					35.00
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY24 Year End Audit/SCO Report	16777		3,475.00
Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:					3,475.00

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4922 - OSCAR LOPEZ					
100-4801	OSCAR LOPEZ	Refund-Circus Gymnastics (Ana Lopez)	2002092.002		75.00
100-4801	OSCAR LOPEZ	Refund-Circus Gymnastics (Leesa Lopez)	2002093.002		75.00
Vendor T4922 - OSCAR LOPEZ Total:					150.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	City Yard/City Hall Alarm Monitoring 3/2025	1767994		104.67
Vendor 2466 - POST ALARM SYSTEMS Total:					104.67
Vendor: 5403 - PRONTO GYM SERVICES INC					
100-1610-7652	PRONTO GYM SERVICES INC	Fitness Ctr Gym Equipment Service	26593		350.00
Vendor 5403 - PRONTO GYM SERVICES INC Total:					350.00
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Srvcs 2/2025	TRA-11		6,700.00
Vendor 6652 - RAYMOND ABERNATHY Total:					6,700.00
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 1/2025	6024490		80.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					80.00
Vendor: 6591 - RINCON CONSULTANTS INC					
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 12/2024	62520	202424- 100-2121/1433 Crestf..	19,473.00
100-2121	RINCON CONSULTANTS INC	Andres Duarte School EIR/PM 1/2025	63239	202424- 100-2121/1433 Crestf..	45,222.60
Vendor 6591 - RINCON CONSULTANTS INC Total:					64,695.60
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 12/2024	35634		800.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 12/2024	35635		2,360.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Access Improvements 12/2024	35636	202118-ATP Cycle 4-Professio...	40.00
Vendor 0904 - RKA CONSULTING GROUP Total:					3,200.00
Vendor: T4923 - ROSARIO EUGENIO					
100-4815	ROSARIO EUGENIO	Cancellation-Summer Camp	2002119.002		135.00
Vendor T4923 - ROSARIO EUGENIO Total:					135.00
Vendor: T4925 - SARA TIZNADO					
100-4801	SARA TIZNADO	Refund-Circus (Aiden Arredondo)	2002091.002		60.00
Vendor T4925 - SARA TIZNADO Total:					60.00
Vendor: T4924 - SARAH PICKLE					
100-4801	SARAH PICKLE	Refund-Tennis (Maya Pickle-Hodges)	2002113.002		63.00
Vendor T4924 - SARAH PICKLE Total:					63.00
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	(2) SCMAF SGV Award & Installation Attendance	AID24		80.00
Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:					80.00
Vendor: 4909 - SCP DISTRIBUTORS LLC					
100-1610-7616	SCP DISTRIBUTORS LLC	Competitor Racing Lane Lines	71673150		2,581.11
Vendor 4909 - SCP DISTRIBUTORS LLC Total:					2,581.11
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	084222		497.39
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					497.39

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1605-7730	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (Lunar New Year)	169751		337.65
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					337.65
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	5101		178.34
Vendor 0209 - SMART & FINAL Total:					178.34
Vendor: T4926 - SOCORRO GARCIA					
100-4806	SOCORRO GARCIA	Adult Excursion Refund	2000567.005		56.40
Vendor T4926 - SOCORRO GARCIA Total:					56.40
Vendor: 2688 - STAPLES					
100-1010-7614	STAPLES CONTRACT & COMM...	Office Supplies	6022820331		116.60
100-1010-7614	STAPLES CONTRACT & COMM...	Office Supplies	6023967614		124.79
Vendor 2688 - STAPLES Total:					241.39
Vendor: 6343 - STUBBIES PROMOTIONS INC					
100-1020-7980	STUBBIES PROMOTIONS INC	Annual Awards Gift Backpack	24420		3,132.00
Vendor 6343 - STUBBIES PROMOTIONS INC Total:					3,132.00
Vendor: T3644 - SUNRUN INSTALLATION SERVICES INC					
100-4201	SUNRUN INSTALLATION SERVI...	Bldg Permit Refund (2024-205/1858 Earlington)	R103917		180.10
Vendor T3644 - SUNRUN INSTALLATION SERVICES INC Total:					180.10
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 3/2025	27881		608.30
100-1815-7821	THE TECHNOLOGY DEPOT INC	Ruckus Cloud Mgmt 3/2025	27884		399.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 3/2025	27919		464.20
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					1,471.70
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 1/2025	851431138		226.39
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					226.39
Vendor: T4927 - TZE CHANG					
100-4801	TZE CHANG	Refund-Tennis (Jacob Chang)	2002110.002		57.00
100-4801	TZE CHANG	Refund-Tennis (Joshua Chang)	2002116.002		57.00
Vendor T4927 - TZE CHANG Total:					114.00
Vendor: 4484 - U.S. BANK					
100-1010-7980	U.S. BANK	Drone Battery Pack (Amazon)	1272025LB	202513/100-1010-7980-Other...	628.43
100-1205-7610	U.S. BANK	Larry Breceda Mtg w/B Ariizumi (Hope Village)	1272025LB		49.90
100-1205-7610	U.S. BANK	EOC Debrief Lunch w/Staff (Max's)	1272025LB		75.86
100-1205-7614	U.S. BANK	Office Supplies (Target)	1272025LB		17.16
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1272025LB		24.58
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	1272025LB		70.86
100-1205-7614	U.S. BANK	Office Supplies (TJ Maxx)	1272025LB		14.32
100-1205-7615	U.S. BANK	EOC Staff Lunch 1/7/25 (Chick Fil-A)	1272025LB		93.57
100-1205-7615	U.S. BANK	EOC Debriefing Mtg 1/23/25 (Redwood Pizza)	1272025LB		131.70
100-1205-7615	U.S. BANK	EOC Staff Dinner 1/8/25 (Max's Mexican Cuisine)	1272025LB		232.00
100-1205-7615	U.S. BANK	EOC Supplies (Target)	1272025LB		145.60
100-1205-7615	U.S. BANK	EOC Dinner 1/7/25 (Chipotle)	1272025LB		231.80
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	1272025LB		162.16
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	1272025LB		97.31
100-1205-7615	U.S. BANK	EOC Supplies (Staples)	1272025LB		211.57
100-1205-7615	U.S. BANK	EOC Device Protection (Amazon)	1272025LB		35.12
100-1205-7615	U.S. BANK	EOC Supplies (Target)	1272025LB		53.37
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	1272025LB		47.97

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	1272025LB		44.08
100-1205-7615	U.S. BANK	EOC Supplies (Amazon)	1272025LB		182.36
100-1205-7615	U.S. BANK	EOC Supplies (Best Buy)	1272025LB		33.05
100-1205-7615	U.S. BANK	EOC Coffee (Coffee Bean)	1272025LB		21.95
100-1205-7615	U.S. BANK	EOC Supplies (Walmart)	1272025LB		15.98
100-1205-7615	U.S. BANK	EOC Mtg w/Cal OES/FEMA Coffee (Target)	1272025LB		12.75
100-1205-7615	U.S. BANK	REFUND-EOC Supplies (Walmart)	1272025LB		-15.88
100-1205-7615	U.S. BANK	EOC Field Lights (Amazon)	1272025LB		717.70
100-1205-7615	U.S. BANK	EOC Evacuation Site Snacks (Costco)	1272025LB		192.33
100-1205-7694	U.S. BANK	Commission Supplies (Crumbl)	1272025LB		29.99
100-1205-7694	U.S. BANK	Commission Supplies (Target)	1272025LB		25.35
100-1205-7779	U.S. BANK	DART Reservation 1/11/2025 (Round1 Bowling)	1272025LB		244.93
100-1205-7779	U.S. BANK	DART Movie Night Dinner 1/3/25 (Umebana)	1272025LB		106.27
100-1205-7779	U.S. BANK	DART Meeting 1/22/25 (Wing Stop)	1272025LB		62.81
100-1205-7779	U.S. BANK	DART Meeting 12/30/24 (Dominos)	1272025LB		55.06
100-1205-7779	U.S. BANK	DART Coding Workshop 1/23/25 (Domino's)	1272025LB		35.24
100-1205-7779	U.S. BANK	DART Trip 1/25/25 (Won Kok Restaurant)	1272025LB		210.10
100-1205-7779	U.S. BANK	DART Meeting Supplie...	1272025LB		29.38
100-1205-7779	U.S. BANK	DART Event 1/25/25 (LA Metro)	1272025LB		10.50
100-1205-7780	U.S. BANK	2025 Organization Membership	1272025LB		150.00
100-1205-7783	U.S. BANK	A-Team Takeover (Costco)	1272025LB		109.70
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Walmart)	1272025LB		34.78
Vendor 4484 - U.S. BANK Total:					4,631.71
Vendor: 0231 - US POSTAL SERVICE					
100-1825-7626	POSTMASTER	CMD Bulk Mailing 2/6/2025	649174809		97.20
Vendor 0231 - US POSTAL SERVICE Total:					97.20
Vendor: T4928 - VIVIAN DIAZ					
100-4801	VIVIAN DIAZ	Refund-Circus Gymnastics (Lina Diaz)	2002097.002		75.00
Vendor T4928 - VIVIAN DIAZ Total:					75.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Mosquito/Rodent Control 1/2025	509522C		879.03
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					879.03
Fund 100 - GENERAL FUND Total:					296,962.69
Fund: 220 - GAS TAX FUN					
Vendor: 6710 - ACT NOW! INSTANT SIGNS INC					
220-2210-8070	ACT NOW! SIGNS	Huntington Dr Median Landscaping Signs	25069		2,737.50
Vendor 6710 - ACT NOW! INSTANT SIGNS INC Total:					2,737.50
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7890	COUNTY OF LOS ANGELES DE...	Caltrans Furnished Controller 12/2024	25011303234		191.30
220-2210-7890	COUNTY OF LOS ANGELES DE...	Emergency Call Out-BV/Evergreen 12/2024	25011303289		414.33
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					605.63

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5873 - ELIE FARAH INC					
220-2225-7980	ELIE FARAH INC	Royal Oaks/Bradbourne Ped Crossing Options	DUA24-31 #1		1,500.00
Vendor 5873 - ELIE FARAH INC Total:					1,500.00
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 12/2024	35602		9,236.50
Vendor 0904 - RKA CONSULTING GROUP Total:					9,236.50
Fund 220 - GAS TAX FUN Total:					14,079.63
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DE...	TMC-KITS Monitoring/Reports 12/2024	25011303265		592.80
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					592.80
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 1/2025	112102		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 1/2025	112102		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 1/2025	112102		1,509.99
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 1/2025	112102		459.54
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 1/2025	112102		8,312.45
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 1/2025	112102		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 1/2025	112102		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 1/2025	112102		708.33
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					40,824.30
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					41,417.10

Council Warrant Register By Vendor

Payment Dates: 2/13/2025 - 2/26/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-7965	LDM ASSOCIATES INC	FY25 CDBG ADA Curb Ramps Project 12/2024	8499	202511-Professional Svcs-ADA...	1,200.00
Vendor 5438 - LDM ASSOCIATES INC Total:					1,200.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,200.00
Fund: 270 - PAEG - PUBLIC ACCESS					
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
270-2705-8100	THE TECHNOLOGY DEPOT INC	PEG Channel Support	27858		1,002.50
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					1,002.50
Vendor: 6567 - WESTERN A/V					
270-2127	WESTERN A/V	Retention	22265		-326.28
270-2705-8100	WESTERN A/V	New Audio & Visual Equipment in Community Center	22265		6,525.60
Vendor 6567 - WESTERN A/V Total:					6,199.32
Fund 270 - PAEG - PUBLIC ACCESS Total:					7,201.82
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 6354 - NATURE FOR ALL					
400-4005-7965	NATURE FOR ALL	Fish Canyon Trail Planning 1/2025	WF-06.2184	202214-Exp-Fish Cyn Trail Res...	9,248.51
Vendor 6354 - NATURE FOR ALL Total:					9,248.51
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					9,248.51
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 9/2024	2500952		514.66
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 10/2024	2500961		768.99
Vendor 0903 - CITY OF MONROVIA Total:					1,283.65
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,283.65
Grand Total:					371,393.40

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	296,962.69
220 - GAS TAX FUN	14,079.63
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	41,417.10
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	1,200.00
270 - PAEG - PUBLIC ACCESS	7,201.82
400 - PARK DEVELOPMENT GRANT FUND	9,248.51
460 - PROPOSITION C TRANSIT FUND	1,283.65
Grand Total:	371,393.40

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7610	Travel, Mtgs & Conf	234.00
100-1010-7614	Office Supplies	241.39
100-1010-7980	Other Expenses	1,278.43
100-1015-7686	Other Legal Services	387.06
100-1020-7711	Employee Recognition C...	5,227.66
100-1020-7716	Special Community Even...	19,204.47
100-1020-7724	Post Office Parking	312.00
100-1020-7726	Council Cablecasting	665.00
100-1020-7980	Other Expenses	3,132.00
100-1205-7610	Travel, Mtgs & Conf	1,075.76
100-1205-7614	Office Supplies	126.92
100-1205-7615	Emergency Supplies	2,646.49
100-1205-7650	Vehicle Maintenance	3,427.49
100-1205-7655	Emergency Services	3,426.39
100-1205-7694	Public Safety Commission	55.34
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	1,654.29
100-1205-7780	Animal Control	150.00
100-1205-7781	Contract Law Enforceme...	11,583.07
100-1205-7782	Crossing Guard Contract...	4,798.26
100-1205-7783	A-Team Program	6,844.48
100-1205-7980	Other Expenses	58.49
100-1405-7650	Vehicle Maintenance	253.58
100-1405-7800	Building Department Ser...	1,117.40
100-1405-7801	Industrial Waste Inspect...	1,779.56
100-1405-7965	Professional Services	8,639.60
100-1405-7969	City Engineer	3,160.00
100-1405-7975	Economic Development ...	6,495.00
100-1410-7650	Vehicle Maintenance	2,439.43
100-1410-7815	Brush Clearance	2,156.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	80.00
100-1605-7612	Publications and Dues	170.00
100-1605-7650	Vehicle Maintenance	723.59
100-1605-7693	Youth Council	10.00
100-1605-7730	Special Events	1,429.46
100-1605-7733	Senior Center	3,070.63
100-1605-7735	Teen Center	663.67
100-1605-7736	Youth & Adult Recreatio...	1,033.20
100-1605-7750	Bus Rentals	1,315.35
100-1605-7758	Independence Day Celeb...	6,410.00
100-1605-7965	Professional Services	88,382.04
100-1605-7980	Other Expenses	0.22
100-1610-7616	Pool Supplies	2,581.11
100-1610-7618	Building Supplies	725.34
100-1610-7636	Uniforms	25.46

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7650	Vehicle Maintenance	1,668.66
100-1610-7652	Building Maint Services	9,050.31
100-1805-7654	Audit Services	3,475.00
100-1810-7660	Other Services	168.00
100-1810-7980	Other Expenses	252.80
100-1815-7632	Software	2,092.92
100-1815-7821	Network & Internet Serv...	1,007.50
100-1815-7830	Telephone Services	2,133.36
100-1820-7771	Repair Of City Property	7,000.00
100-1825-7626	Postage	97.20
100-1825-7631	Equipment Maintenance	137.78
100-2121	Pass Through Deposits	64,695.60
100-2122	Disability Access & Educ ...	4.00
100-2125	Metro Pass Through (TA...	80.00
100-4004	Business License Tax	412.00
100-4201	Building Permits	180.10
100-4801	Youth & Adult Recreatio...	1,614.00
100-4806	Excursion Fees	56.40
100-4815	Day Camp Fees	135.00
220-2210-7890	Repairs-Traffic Signal	605.63
220-2210-8070	Street Improvements (C...	2,737.50
220-2225-7980	Other Expenses	1,500.00
220-2225-8100	Other Capital Improvem...	9,236.50
240-2405-7890	Repairs-Traffic Signal	592.80
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
260-2605-7965	Professional Services	1,200.00
270-2127	Retention Payable	-326.28
270-2705-8100	Other Capital Improvem...	7,528.10
400-4005-7965	Professional Services	9,248.51
460-4605-7650	Vehicle Maintenance	1,283.65
Grand Total:		371,393.40

Project Account Summary

Project Account Key	Payment Amount
None	191,535.47
202118-ATP Cycle 4-Professional Svcs	40.00
202214-Exp-Fish Cyn Trail Restoration/Access Plan	9,248.51
202412-Prof Svc-FY24 Bike Trail Rehab Proj	7,763.35
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	900.00
202421-Prof Svcs-FC Pool Deck Renovation	88,382.04
202424- 100-2121/1433 Crestfield(Andres Duarte)	64,695.60
202511-Professional Svcs-ADA Curb Ramps	1,200.00

Project Account Summary**Project Account Key**

202513/100-1010-7980-Other Expense-River Bed Grant

DMGE097-Hit&Run-1824 Evergreen-St Light Pole Down

Grand Total:**Payment Amount**

628.43

7,000.00**371,393.40**



City of Duarte

MONTHLY FINANCIAL REPORT

**Month Ended December 31, 2024
(50.0% of FY 2024-25 Completed)**

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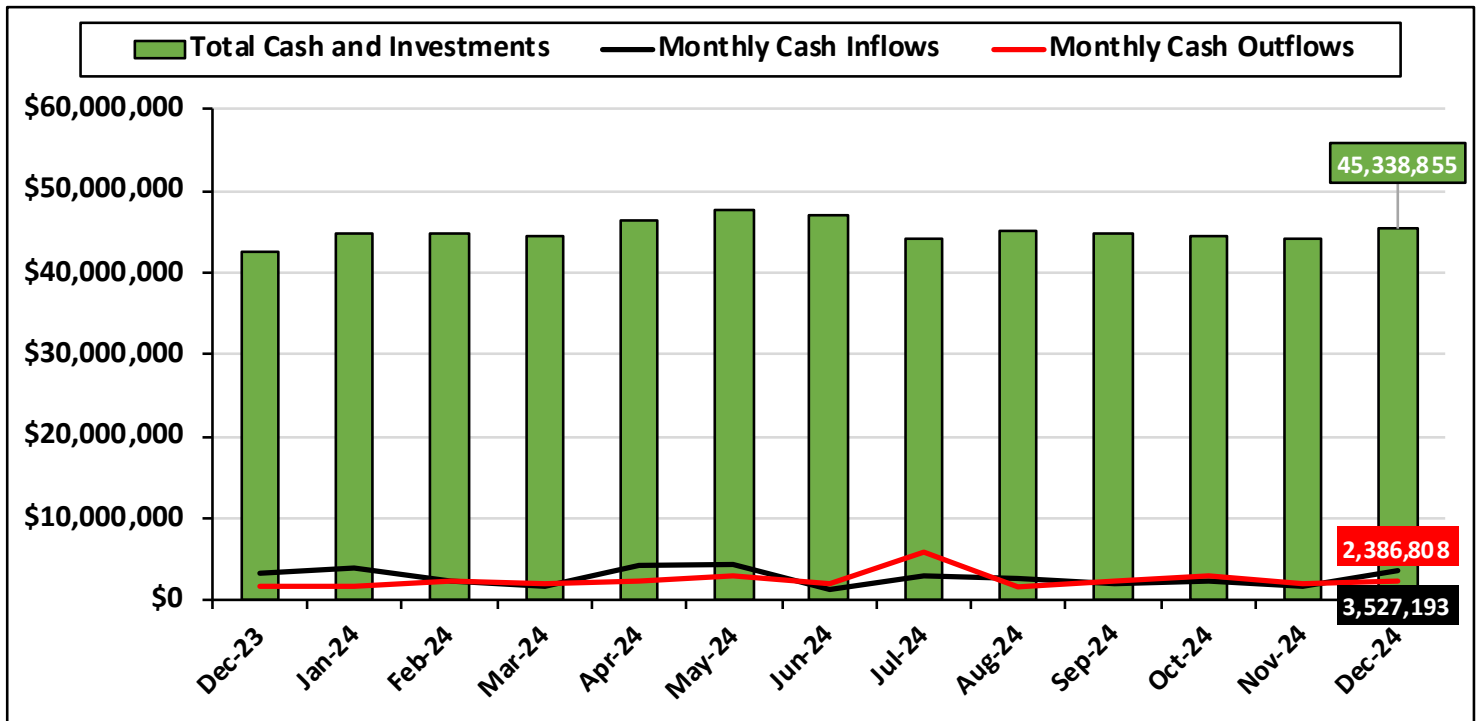
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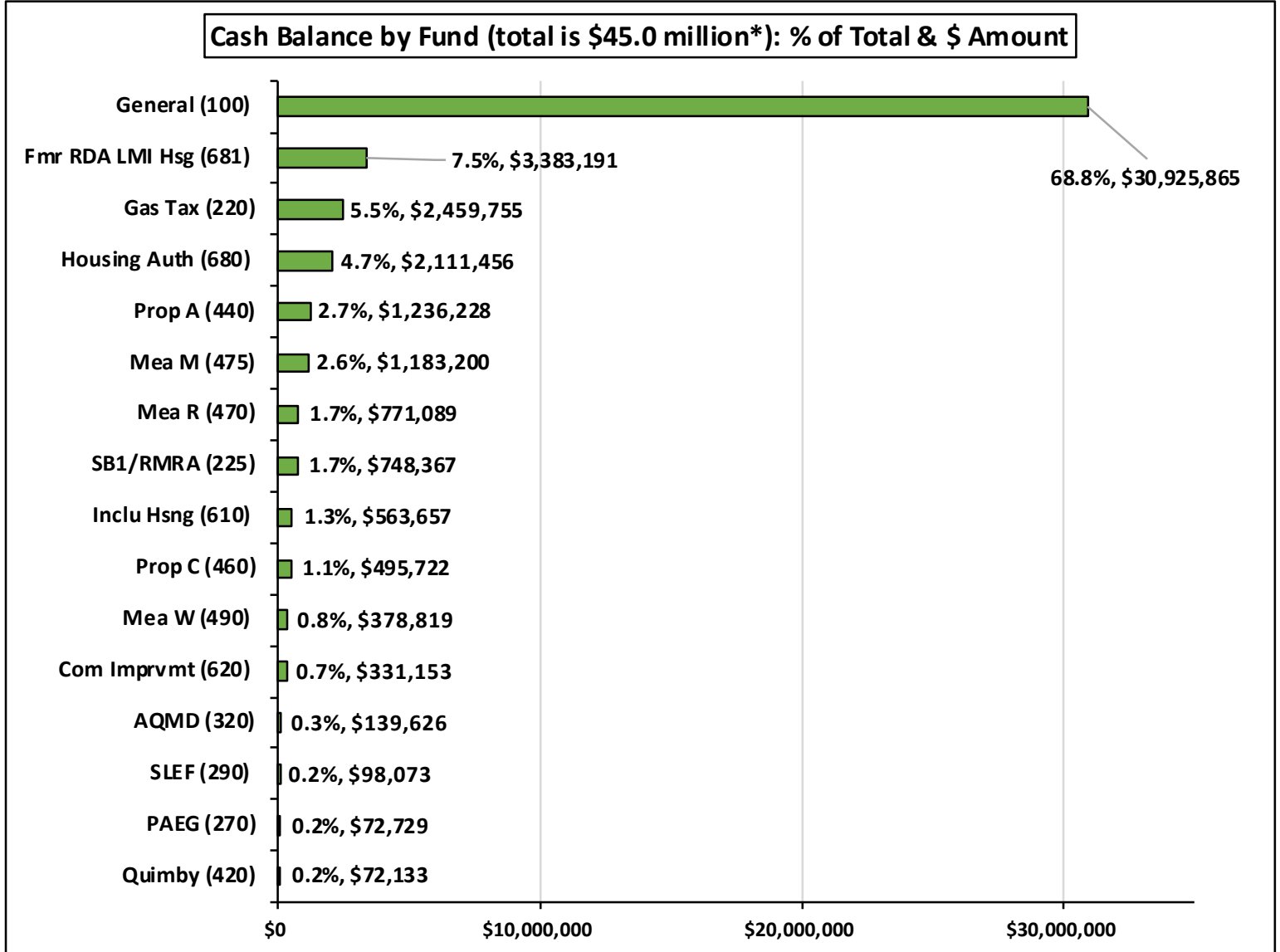
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended December 31, 2024

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (12/01/2024)	\$3,426,004	\$40,772,467	\$44,198,471
Cash Inflows			
Receipts	\$3,527,193	\$0	\$3,527,193
Transfers In	\$2,000,000	\$0	\$2,000,000
Total Cash Inflows	\$5,527,193	\$0	\$5,527,193
Cash Outflows			
Disbursements	\$2,386,808	\$0	\$2,386,808
Transfers Out	\$0	\$2,000,000	\$2,000,000
Total Cash Outflows	\$2,386,808	\$2,000,000	\$4,386,808
Net Activity	\$3,140,384	(\$2,000,000)	\$1,140,384
Ending Balance (12/31/2024)	\$6,566,388	\$38,772,467	\$45,338,855



*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, 2024

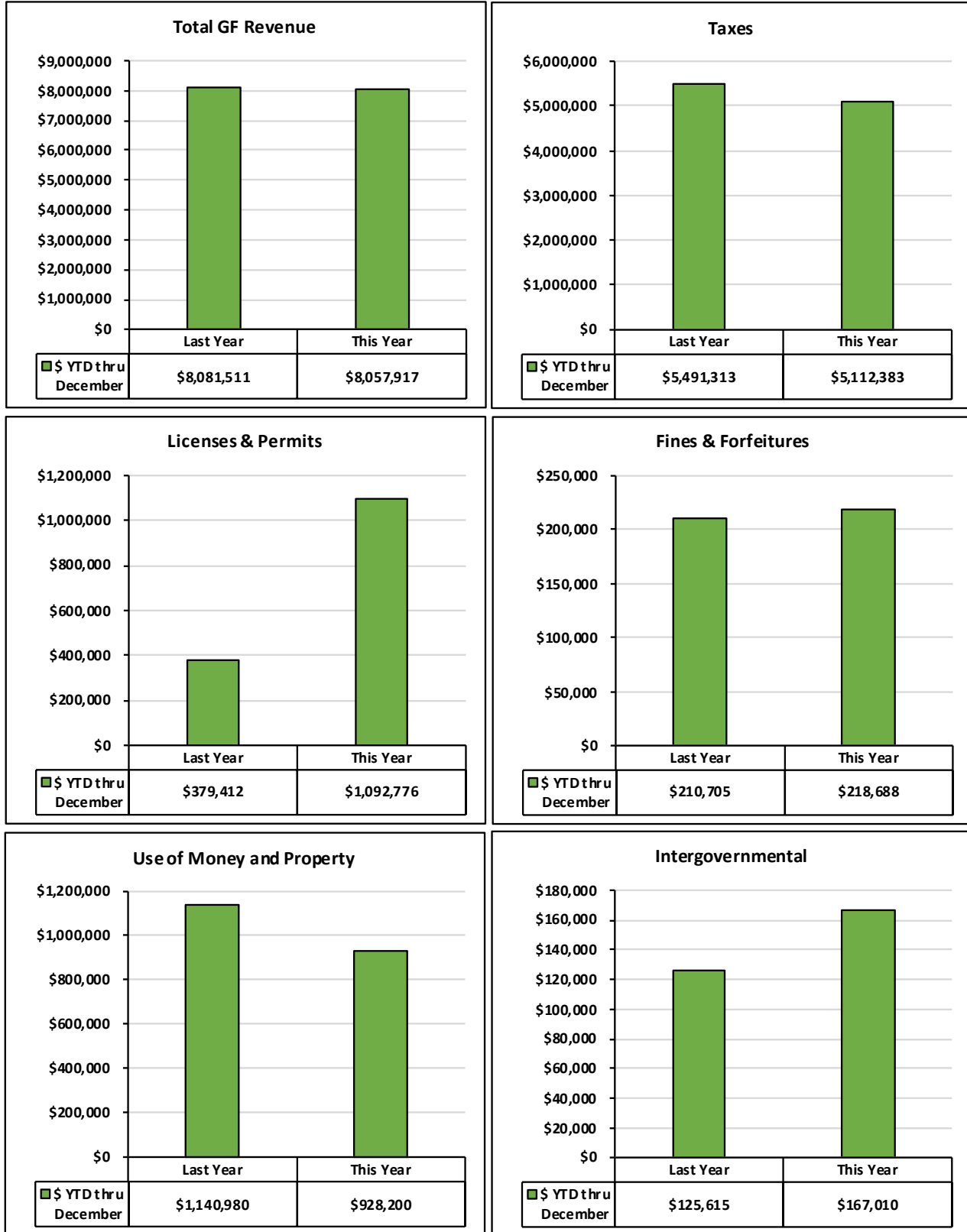


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to 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.

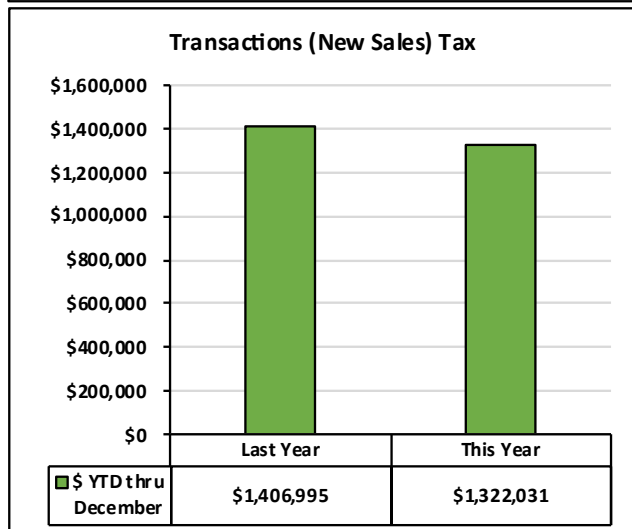
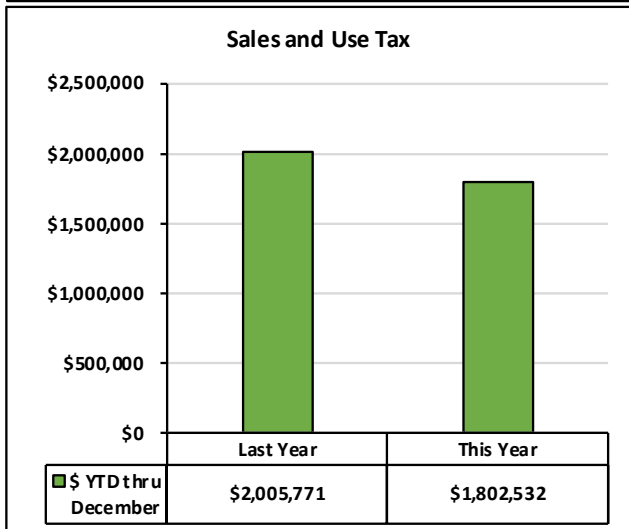
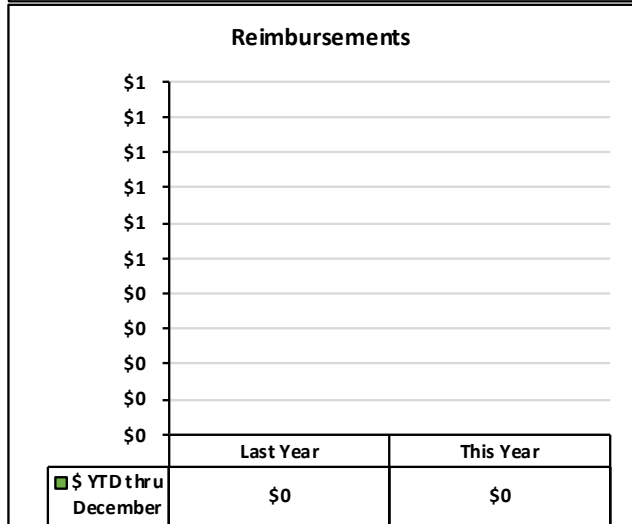
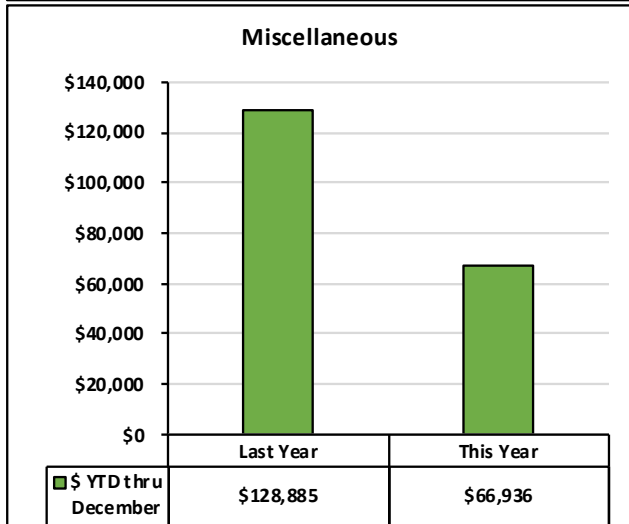
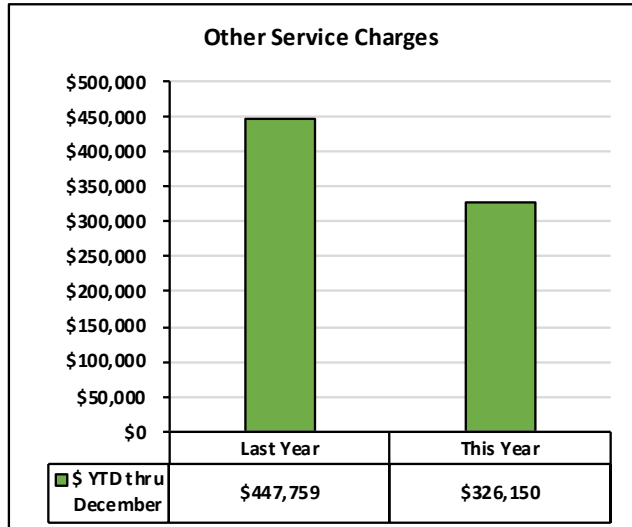
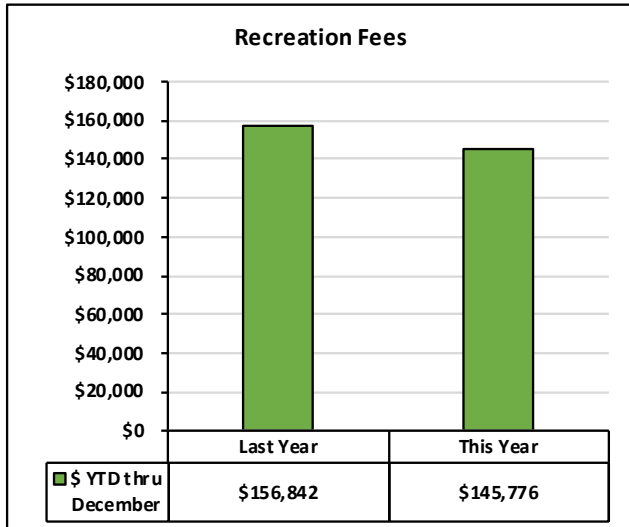
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2024-25 Year-to-Date Through December versus Prior Year



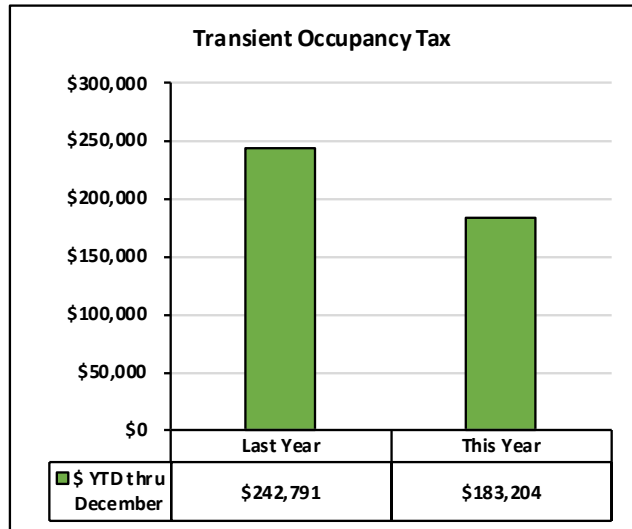
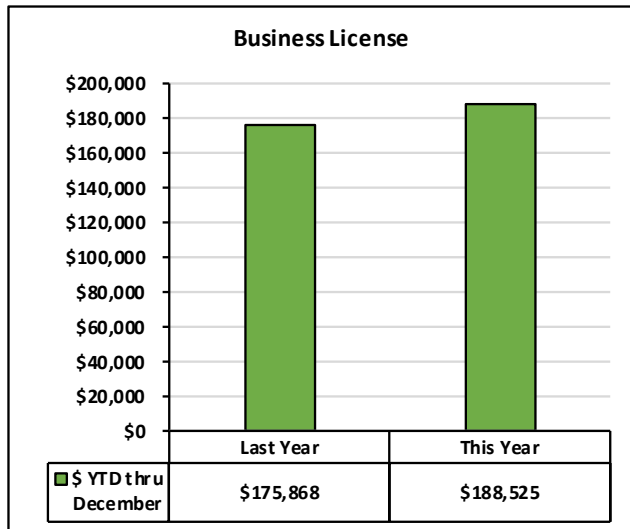
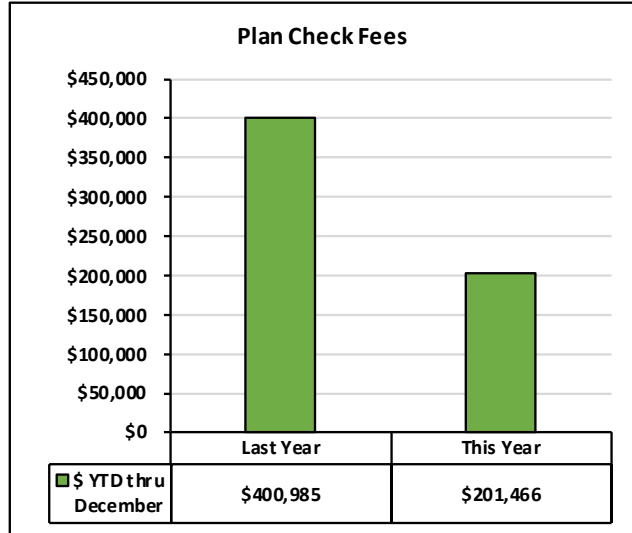
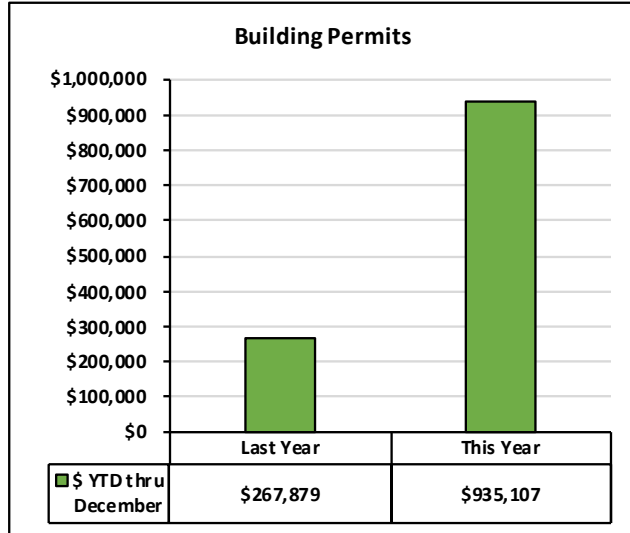
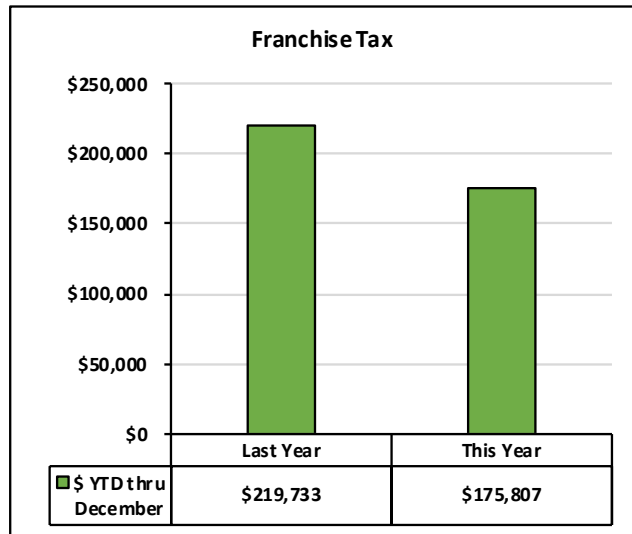
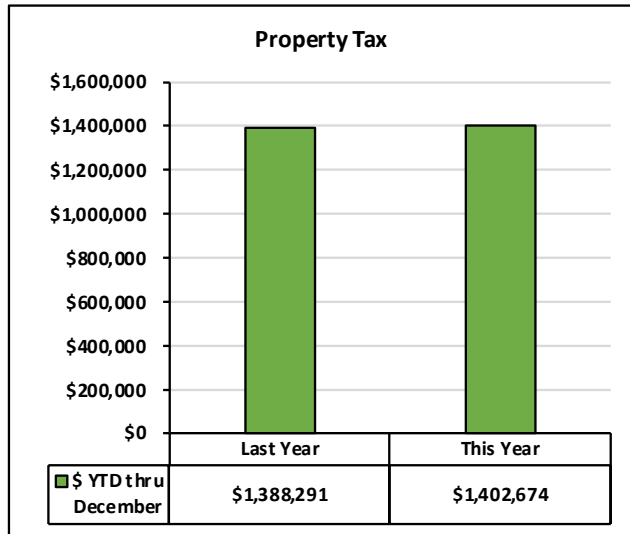
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2024-25 Year-to-Date Through December versus Prior Year



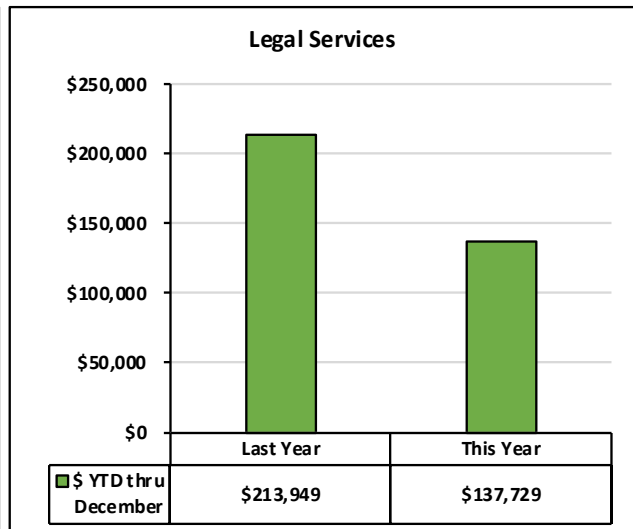
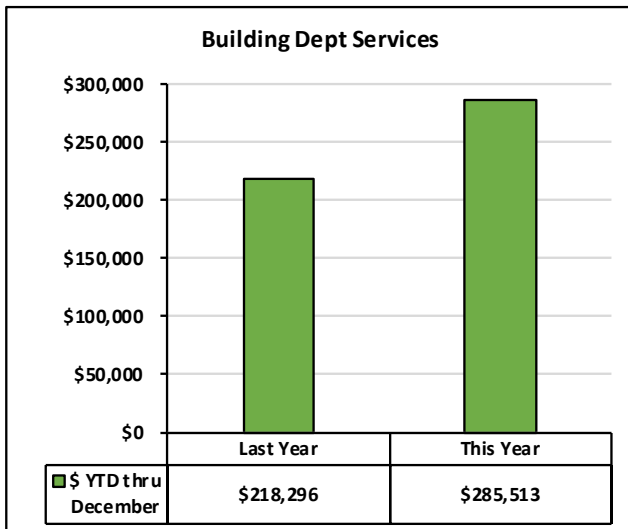
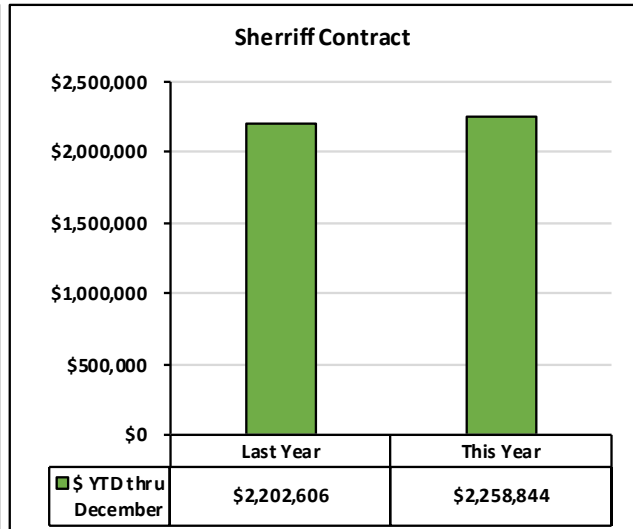
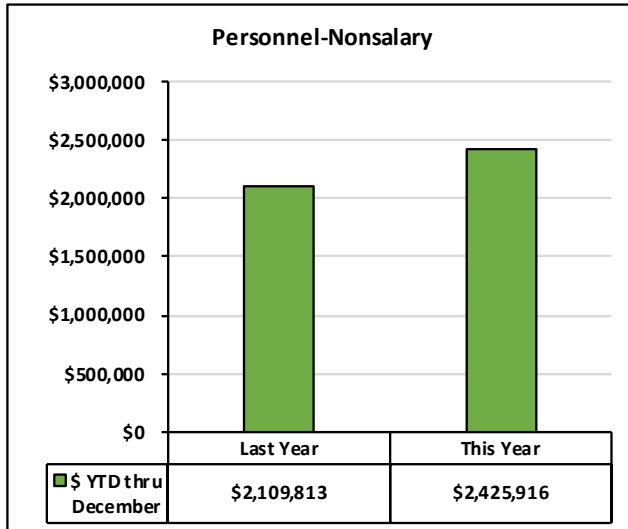
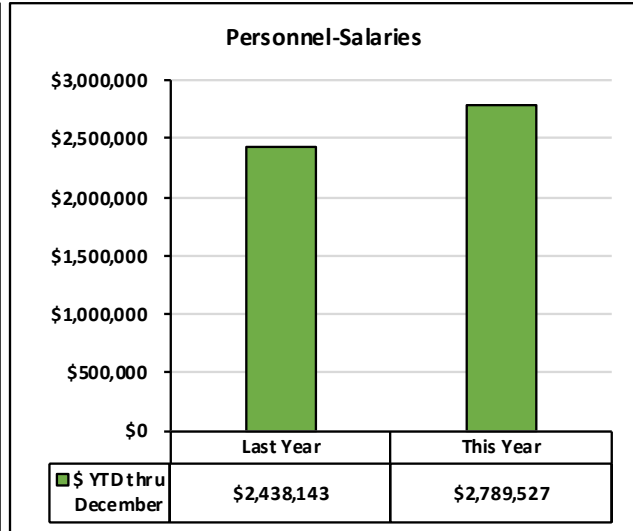
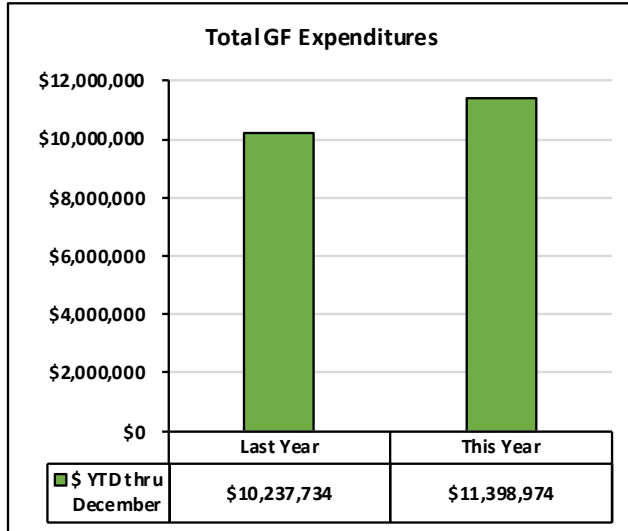
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2024-25 Year-to-Date Through December versus Prior Year



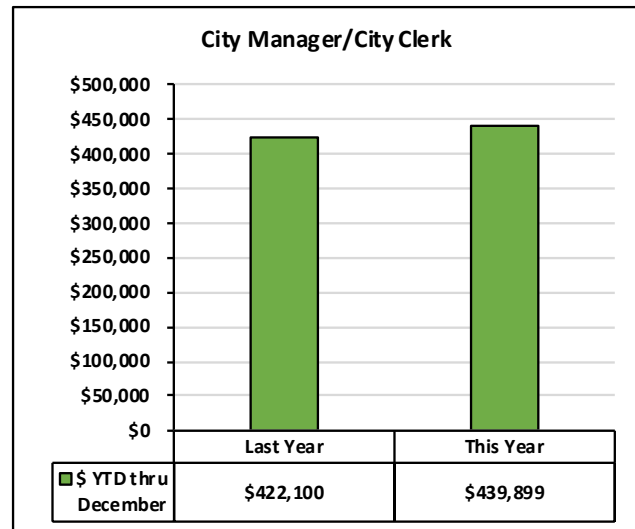
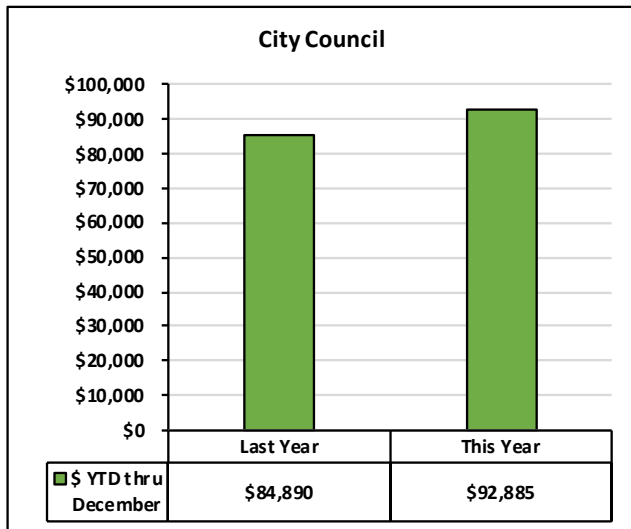
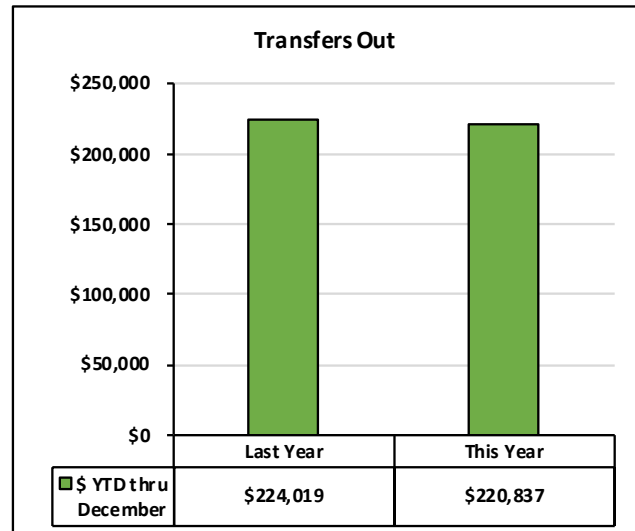
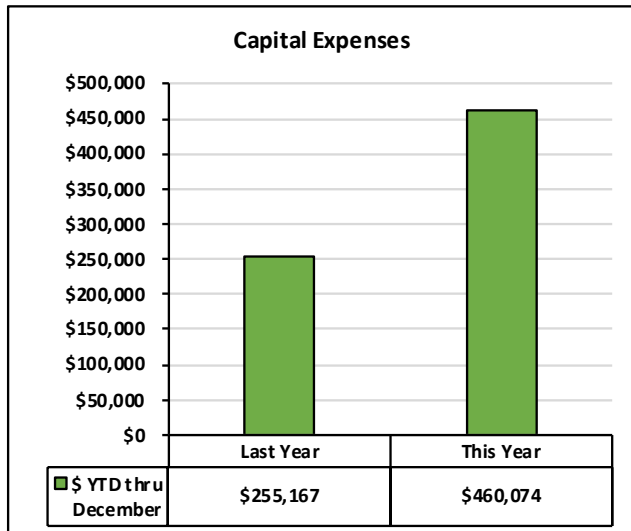
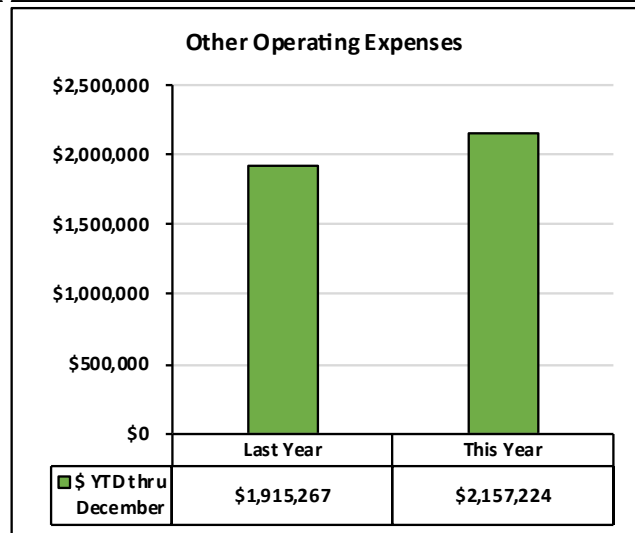
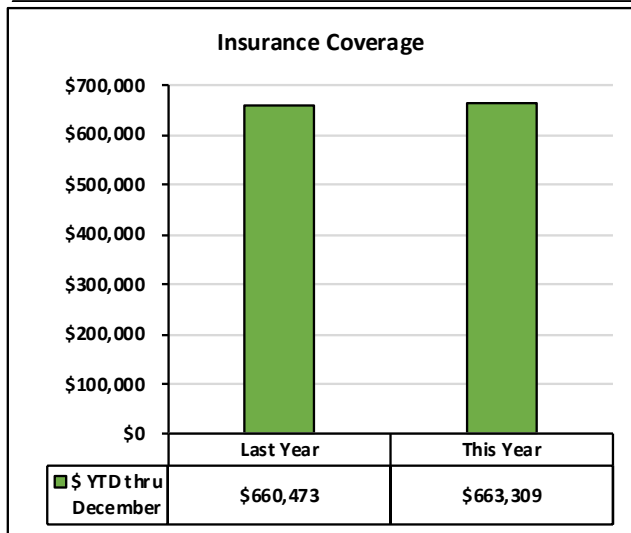
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2024-25 Year-to-Date Through December versus Prior Year



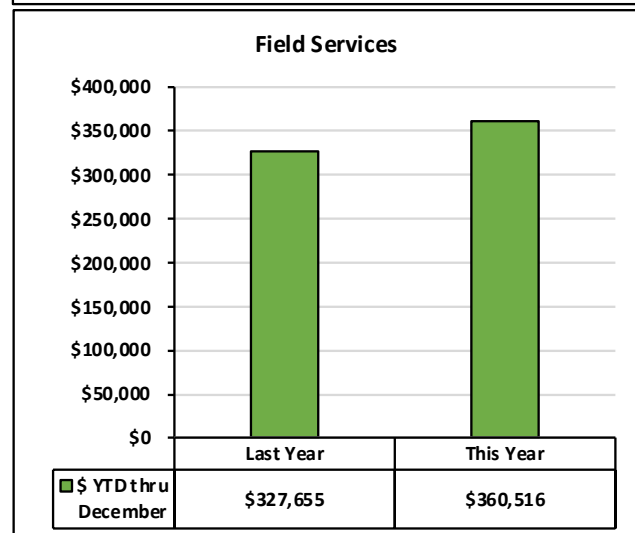
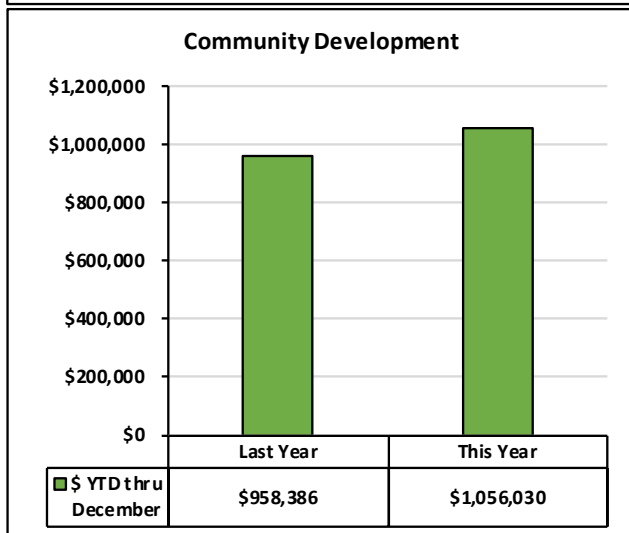
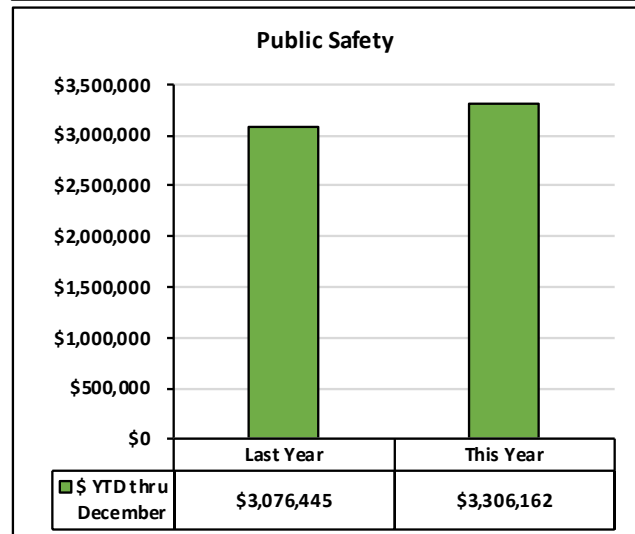
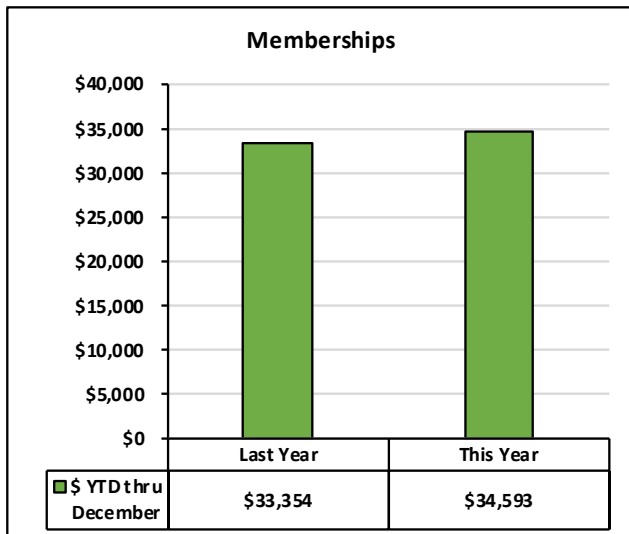
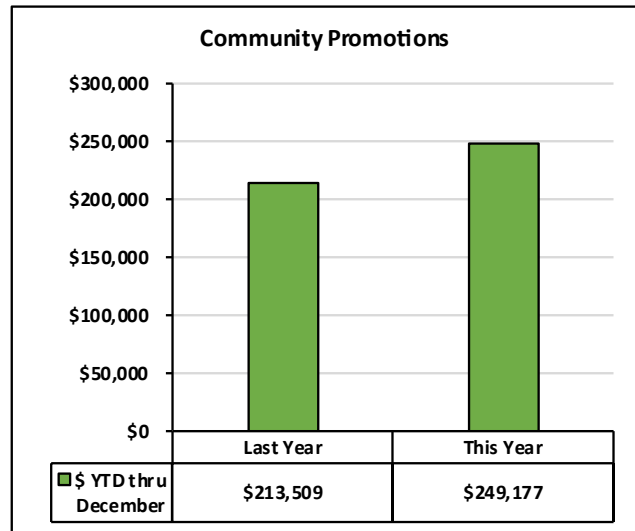
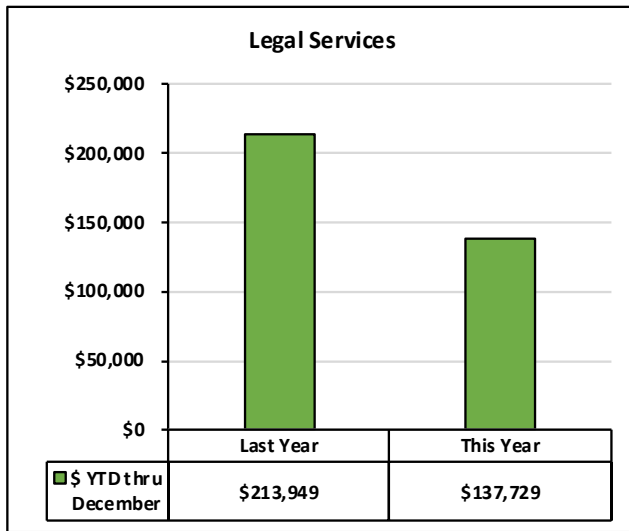
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2024-25 Year-to-Date Through December versus Prior Year



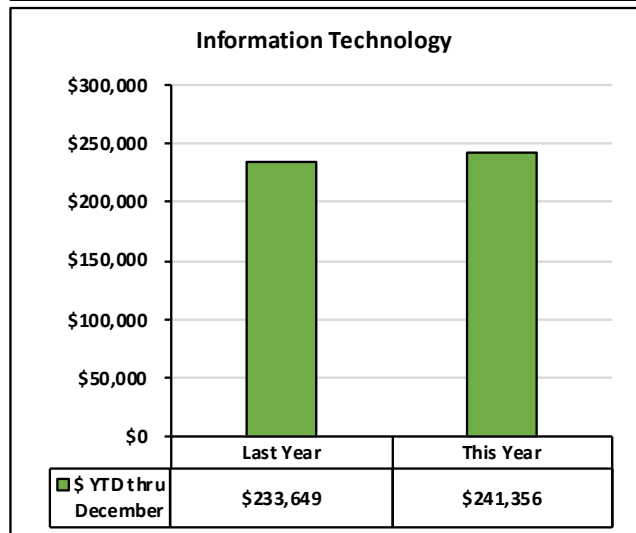
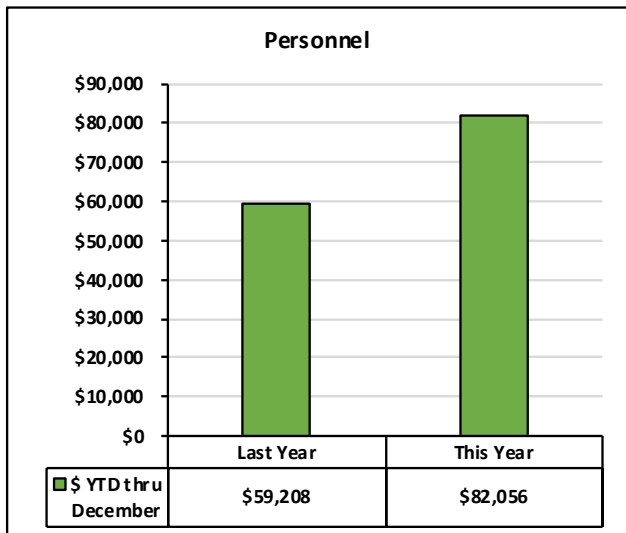
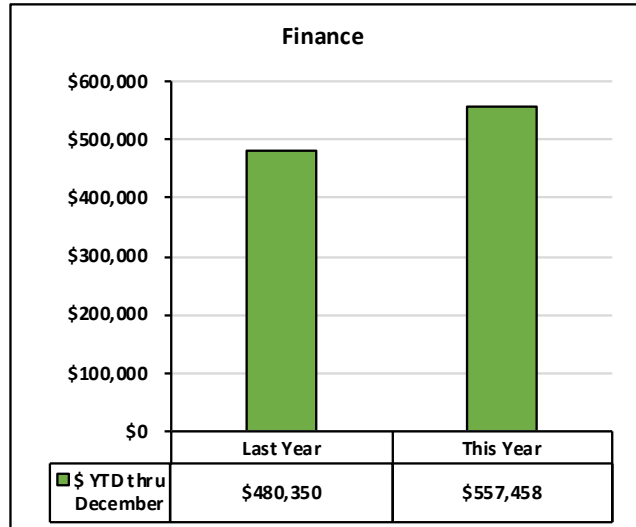
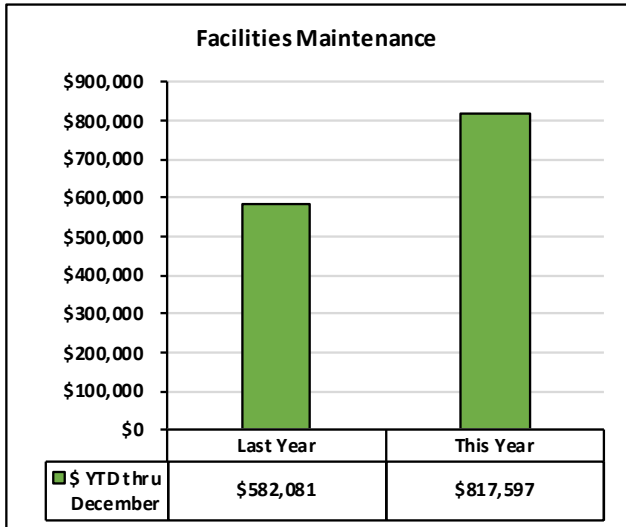
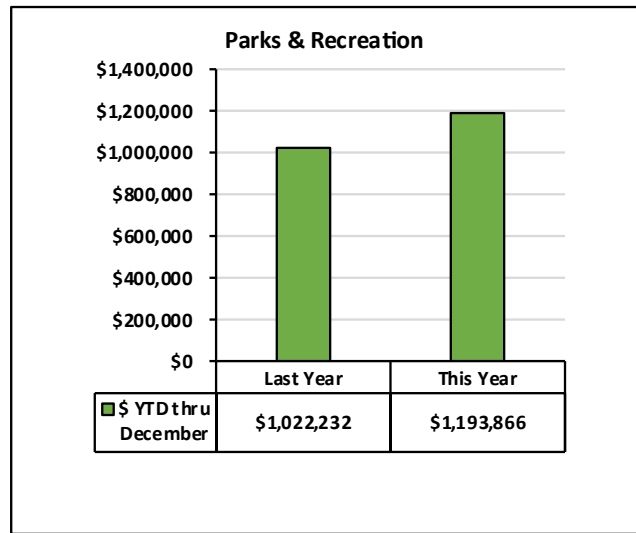
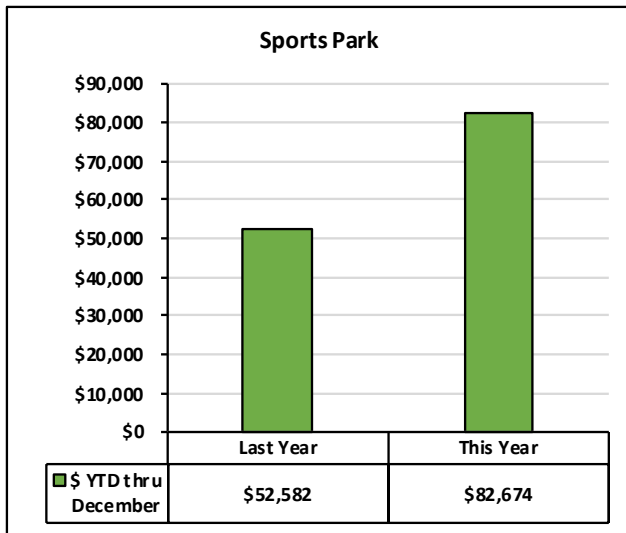
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2024-25 Year-to-Date Through December versus Prior Year



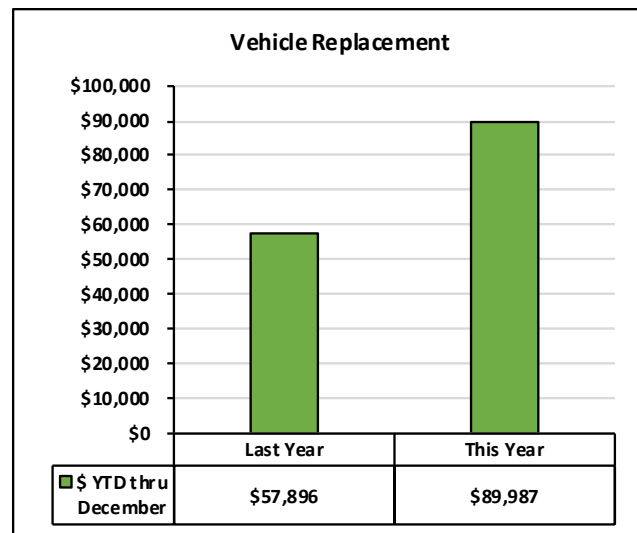
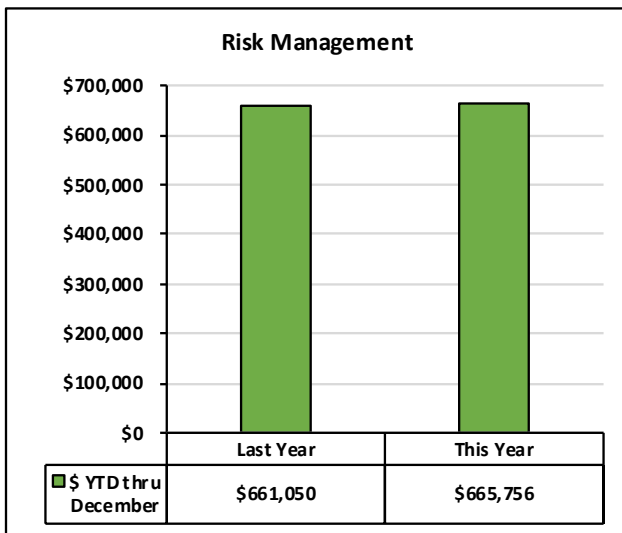
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2024-25 Year-to-Date Through December versus Prior Year



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2024-25 Year-to-Date Through December versus Prior Year



CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2024-25 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	8,057,917	0	11,178,137	220,837	(3,341,056)	21,299,424
220	Gas Tax	2,149,582	359,371	0	204,956	0	154,415	2,303,997
225	SB1/RMRA	842,668	230,132	0	341,344	0	(111,211)	731,456
240	Lghtng & Lndscpng	71,945	416,525	0	768,265	0	(351,740)	(279,795)
260	CDBG	0	3,477	0	3,660	0	(183)	(183)
270	PAEG	41,268	7,775	0	640	0	7,135	48,403
290	Supp Law Enfrmnt	0	178,780	0	79,680	0	99,100	99,100
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	150,835	10,647	0	18,597	0	(7,950)	142,885
400	Park Development	(18,808)	20,374	0	188,387	0	(168,013)	(186,821)
420	Quimby	68,861	1,505	0	0	0	1,505	70,366
440	Prop A	948,893	328,546	0	183,336	0	145,210	1,094,103
460	Prop C	260,957	261,434	0	147,305	0	114,128	375,085
470	Mea R	652,248	201,318	0	0	0	201,318	853,566
475	Mea M	1,081,960	234,738	0	0	0	234,738	1,316,697
490	Mea W	342,985	8,057	0	152,754	0	(144,697)	198,288
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	11,759	0	0	0	11,759	549,851
620	Community Impr	811,851	6,908	0	364,855	0	(357,946)	453,905
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,053,300	44,054	0	17,795	0	26,259	2,079,559
681	Fmr RDA L/M Hsg	4,100,079	70,684	0	10,225	0	60,459	4,160,538
Total - All Funds		38,737,195	10,454,001	220,837	13,880,771	220,837	(3,426,770)	35,310,425



PUBLIC SAFETY STATUS REPORT February 2025

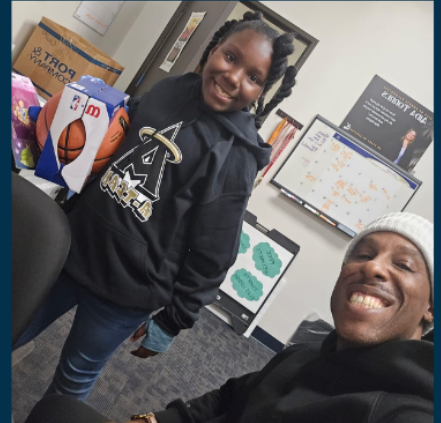


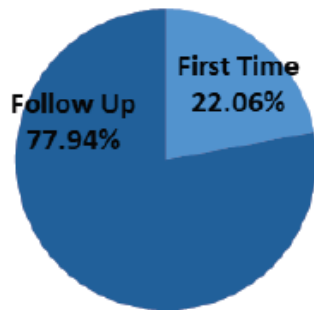
PROJECT/PROGRAM		STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT		
1. Part 1 Crimes	Year to date, Part 1 crimes have seen an impressive 45% decrease compared to the same period last year, marking a significant improvement in community safety. The most notable reductions have been in burglaries and larceny thefts, reflecting the effectiveness of targeted enforcement efforts and proactive crime prevention strategies. This substantial decline highlights the success of enhanced patrol operations, strategic crime prevention initiatives, and strong community engagement. Programs like Business Watch, increased visibility of law enforcement, and resident participation in Neighborhood Watch have all played a role in deterring crime. The collaborative efforts between law enforcement, local businesses, and the community continue to strengthen safety across Duarte, reinforcing that when we work together, we see real results.	
2. Special Assignment Team	Our Special Assignment Team remains dedicated to enhancing the safety and security of our local business community. As part of our ongoing efforts, we are increasing bicycle patrols around businesses along Huntington Drive and Buena Vista to proactively engage with individuals who are loitering and to deter potential vehicle break-ins or other criminal activity. Additionally, the City's portable cameras are being strategically placed at high-risk locations based on crime trend indicators. These cameras serve as a valuable tool in deterring criminal activity, assisting investigations, and increasing public safety. Their presence has already contributed to a stronger security posture, helping law enforcement respond more effectively and prevent crime before it happens. On February 12th, at approximately 10 AM, a group of 100-200 students from CS Arts and Duarte High School walked off campus in protest of federal immigration policies and marched to Duarte City Hall. To ensure public safety and maintain order, additional deputies were called in from the station to assist with crowd management. School Resource Deputy Valenzuela and Mayor Garcia engaged with the protest leaders, coordinating efforts to allow the demonstration to proceed while ensuring access to City facilities. The students peacefully voiced their concerns to the public from the sidewalk in front of City Hall, complying with	

PROJECT/PROGRAM	STATUS
	pedestrian regulations. No incidents were reported, and after expressing their message, the group peacefully returned to their respective campuses.
3. Neighborhood Watch	Our Pancakes and Coffee with the Deputy event on February 12th was a great success! Held at IHOP on Hamilton Road, the gathering provided a relaxed and welcoming atmosphere where community members enjoyed free pancakes and coffee while engaging with local law enforcement. It was a fantastic opportunity for residents to discuss safety concerns, share ideas, and connect with the team dedicated to keeping Duarte safe. Thank you to everyone who joined us. We're excited to invite the community to our upcoming Chips & Salsa with a Deputy event on Wednesday, March 19, from 4-6 PM at Cabrera's Mexican Cuisine, 1856 Huntington Dr., Duarte, CA. This is a fantastic opportunity for residents to meet and connect with local law enforcement in a casual, friendly setting. Enjoy free chips and salsa while discussing community concerns, asking questions, or simply getting to know the deputies who serve Duarte.
MEASURE H and OUTREACH COORDINATION	
1. Outreach Coordinator	Tony Hadloc, the Outreach Coordinator, has been serving in this position since August 2018. According to his unofficial homeless count for the month, there are 9 individuals experiencing homelessness. Count Criteria includes three or more contacts in a 2-week period to make the list, six weeks of no contact falls off the list. Over the course of this month, Tony Hadloc has had 139 interactions with individuals facing homelessness, providing them with essential services and information regarding Duarte Regulations. On January 27, 2025, Officer Lepone resigned to take on a Code Officer position in San Diego County. While we are sad to see her go, we are incredibly grateful for her dedication and contributions to Duarte. Her hard work and commitment to public safety have left a lasting impact on our community. We know she will excel in her new role, and we wish her nothing but success in this next chapter of her career. She will be greatly missed! Thanks to Senator Rubio's grant funding, we have bolstered our tri-city (Azusa, Irwindale, Army Corps, and Duarte) operations to address critical issues in the riverbed areas. This initiative focuses on clearing encampments, providing essential services to the unhoused, and conducting environmental cleanups. The Duarte team, including Tony Hadloc, Emily Lepone, Special Assignment Deputies, and LACADA,

PROJECT/PROGRAM	STATUS
	actively works in the riverbed, offering resources and ensuring compliance while improving safety for the broader community. These operations will continue in the months ahead to address this ongoing priority effectively.
2. L.A. CADA	The L.A. CADA High Acuity Team, which focuses on assisting individuals who have been experiencing homelessness for over a year, began its operations in the City of Duarte on August 2, 2022. The L.A. CADA Supplemental Team, dedicated to helping those who are newly homeless or at risk of homelessness, started their work in the city on September 22, 2022. In September 2024, these two teams merged, resulting in significant changes to their operations. Previously, each team served Duarte one day per week, providing coverage for a total of two days a week. However, with the merger, they can now respond to referrals from the city and conduct active patrols up to five days a week. As a result, reporting will now only come from the Supplemental Team. During this reporting period, the Supplemental Team engaged with 68 individuals, 15 of whom were first-time encounters and 53 follow-ups. With 1 individual(s) who refused supportive services. The primary areas with the highest number of encounters were identified as 2800 block of Huntington, 900 block of Hamilton, and Buena Vista/Duarte Road.
3. Pathway Home	Individuals on Duarte’s housing list have recently progressed in securing stable housing. Two individuals have been successfully placed. One into housing in Los Angeles and another through The People Concern program. Additionally, several others have active housing vouchers and are currently searching for placements, while a few remain in the housing navigation phase. As vacancies become available, Pathway is moving down Duarte’s list to place additional individuals into housing, ensuring that those in need continue to receive support. Two individuals have exited the program due to exceeding income thresholds, allowing resources to be reallocated to others awaiting assistance. The city remains committed to working with housing partners to facilitate stable placements for those in need.
4. 2024 LAHSA Official Homeless Count	Duarte – 20 (26 in 2023) Monrovia – 50 Azusa – 103 Irwindale – 298 Baldwin Park – 212

PROJECT/PROGRAM	STATUS
EMERGENCY PREPAREDNESS	
1. Emergency Operations Center (EOC)	On January 14, 2025, the Duarte City Council declared a local emergency through Resolution No. 25-02, following extreme weather events forecasted by a National Weather Service PDS Red Flag Warning issued on January 6, 2025. The weather caused widespread power outages, downed trees, obstructed roadways, and evacuation warnings for households in Duarte due to the Eaton Fire. With a Presidential Major Disaster Declaration in place, the City is actively coordinating with CAL OES, County OEM, and FEMA to secure critical state and federal assistance for disaster response and recovery. The resolution provides access to vital resources and funding to address the impacts on public safety, infrastructure, and the local economy. In collaboration with City of Hope staff, the City of Duarte is preparing for a tabletop exercise to simulate an active shooter scenario on the hospital campus. This exercise is designed to enhance the readiness of both City of Hope personnel and the City of Duarte's emergency response team. By coordinating with Sheriff's personnel, fire services, and local first responders, the exercise will strengthen inter-agency communication, refine emergency protocols, and improve the overall safety and security of the community. These efforts ensure that Duarte is well-prepared to handle critical incidents while fostering a safer environment for City of Hope staff, patients, and the broader community.





STATS OVER THE PAST MONTH

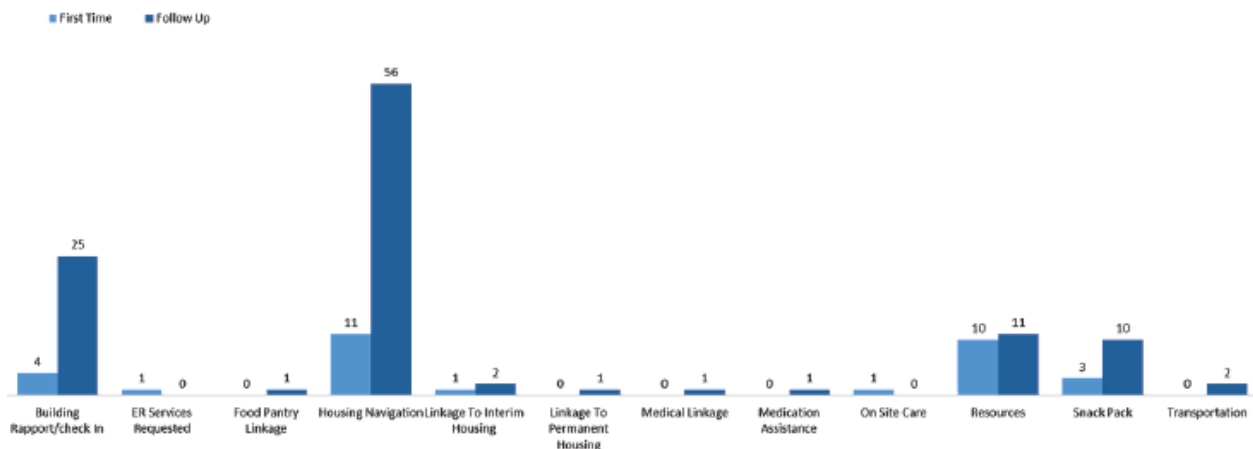
According to our data collected on 1/01/2025 to 1/31/2025, we made **68 engagements of which 15 were first time engagements, 53 follow up engagements with 1 engagement refusing supportive services.**

HIGHLIGHTS

- Team linked 1 individual to food pantry services at Shepherd's Pantry.
- Team linked 3 individuals to interim housing at Soul Housing.
- Team linked 1 individual to permanent housing at an apartment.

FUTURE GOALS

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



Locations with the highest amount of encounters this month:

**2800 HUNTINGTON
DR**

**968 HAMILTON
RD**

**BUENA VISTA RD/
DUARTE RD**

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

MEET LAW ENFORCEMENT PERSONNEL

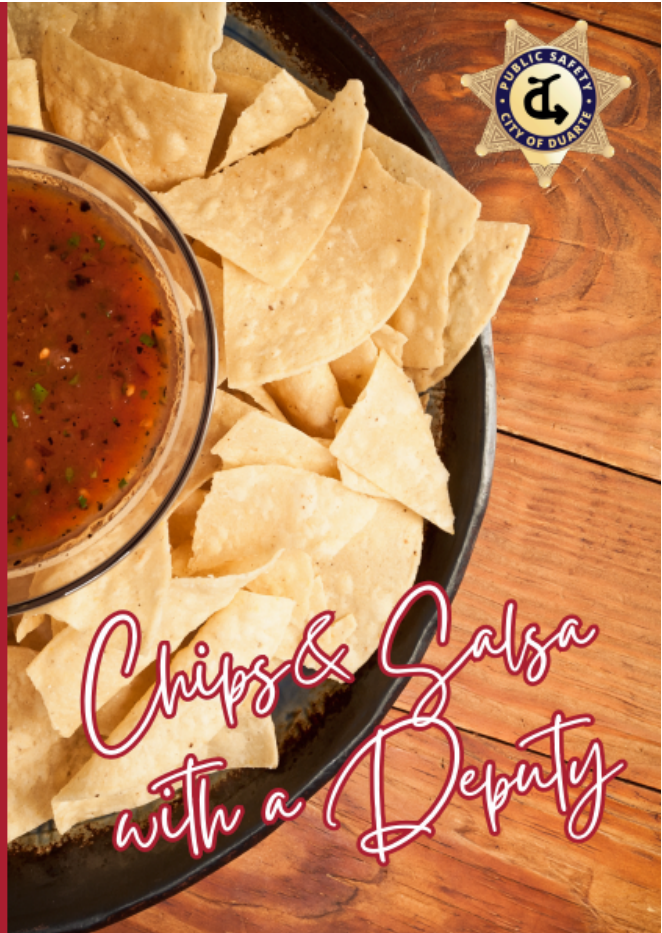
WEDNESDAY,
MARCH 19
4-6 PM



1856 Huntington Dr.
Duarte, CA 91010

For questions please call
(626) 359-5671 ext. 316

Free Chips & Salsa





AGENDA REPORT

MEETING DATE: February 25, 2025

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Stephanie Sandoval, Public Works Manager

SUBJECT: Set Public Hearing for the Establishment of Underground Utility District No. 11

RECOMMENDATION: Adopt Resolution No. 25-05 to Set Public Hearing for March 25, 2025

FISCAL IMPACT: The estimated cost for the undergrounding project is up to approximately \$1,250,000 where Los Angeles Public Works would support the project with \$1,000,000 of Rule 20A credits. This leaves a remaining budget need of \$250,000. However, in establishing the undergrounding district, there is no immediate fiscal impact. The City Council will have the opportunity to take action and match with City funds when final design and cost estimate is complete

BACKGROUND

In August 2024, the City Council directed staff to move forward with efforts to underground utilities on Huntington Drive to maximize the commitment by Los Angeles Public Works (LACPW) to assist with an undergrounding project in the City of Duarte with up to \$1,000,000 of Southern California Edison (SCE) Rule 20A credits. The proposed district is on the north side of Huntington Drive from approximately 220 feet west of the intersection with Bradbourne Avenue to Mount Olive Drive, and along Bradbourne Avenue from Huntington Drive to 200-feet north of Huntington Drive.

In accordance with Duarte Code Chapter 5.88, Undergrounding of Utilities, the City Council may, from time to time, call public hearings to ascertain whether the public necessity, health safety, or welfare requires the removal of poles, overhead wires and associated overhead structures within designated areas of the city and the underground installation of wires and facilities for supplying electric, communication or similar or associated service.

The City is required to establish an underground utility district by Resolution adoption in order to proceed with the necessary steps to be eligible for SCE Rule 20A funds.

Proposed Underground Utility District No. 11 (UUD No. 11) would include the undergrounding of overhead utility facilities along the north side of Huntington Drive from approximately 220 feet west of the intersection with Bradbourne Avenue to Mount Olive Drive, and along Bradbourne Avenue from Huntington Drive to 200-feet north of Huntington Drive.

Prior to the public hearing, any affected utilities and adjacent properties will be notified. A draft of the Engineer's Report will be available for review at City Hall at any time between now and the public hearing containing the extent of such utilities' participation and estimates of the total costs to the City and affected property owners, if any. It's important to note that the undergrounding of proposed Utility District No. 11 will not have a financial impact on any of the developed properties adjacent to the project limits.

RECOMMENDATION

Adopt Resolution No. 25-05 to Set Public Hearing for March 25, 2025.

FISCAL IMPACT

The estimated cost for the undergrounding project is up to approximately \$1,250,000 where Los Angeles Public Works would support the project with \$1,000,000 of Rule 20A credits. This leaves a remaining budget need of \$250,000. However, in establishing the undergrounding district, there is no immediate fiscal impact. The City Council will have the opportunity to take action and match with City funds when final design and cost estimate is complete.

ATTACHMENTS

Attachment A: Resolution 25-05
Attachment B: Location Map

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 25-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, FIXING A TIME AND PLACE FOR THE PUBLIC HEARING IN THE MATTER OF FORMATION OF UNDERGROUND UTILITY DISTRICT NO. 11 AND AUTHORIZING THE CITY ENGINEER TO PREPARE A REPORT AS REQUIRED IN ORDINANCE 223

WHEREAS, there is an apparent need to construct underground utilities within certain herein prescribed limits of Huntington Drive from approximately 220 feet west of the intersection with Bradbourne Avenue to Mount Olive Drive, and along Bradbourne Avenue from Huntington Drive to 200 feet north of Huntington Drive as shown on the map entitled City of Duarte Underground Utility District No. 11; and

WHEREAS, Southern California Edison has set aside funds for the construction of underground utilities under the provisions of the California Public Utilities Commission and Southern California Edison Rule 20A; and

WHEREAS, the City of Duarte has enacted an enabling ordinance defined as Ordinance 223 duly adopted the 27th day of May, 1968 which sets forth the requirements and procedures for the construction of underground utilities; and

WHEREAS, under Section 5.88.020 of said ordinance provision is made for calling a public hearing to ascertain whether the public necessity, health safety or welfare requires the removal of poles, overhead wires and associated overhead structures.; and

NOW, THEREFORE, IT IS RESOLVED that the City Council of the City of Duarte does hereby RESOLVE, DETERMINE AND ORDER, as follows:

SECTION 1. The hour of 7:00 P.M. be the time and Tuesday, March 25, 2025 be the date and City Council Chambers be the place for the hearing in the matter of necessity of forming the aforementioned Underground Utility District No. 11.

SECTION 2. City Engineer is hereby authorized to prepare a report as required by Ordinance 223 of the City of Duarte.

SECTION 3. The City Clerk to instructed to mail notices, postage prepad, to each property owner within the District whose name and address appears on the last equalized assessment roll of the County Assessor, said notices to be mailed at least 10 days prior to the time of the hearing.

PASSED, APPROVED AND ADOPTED this 25th day of February 2025.

Cesar Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

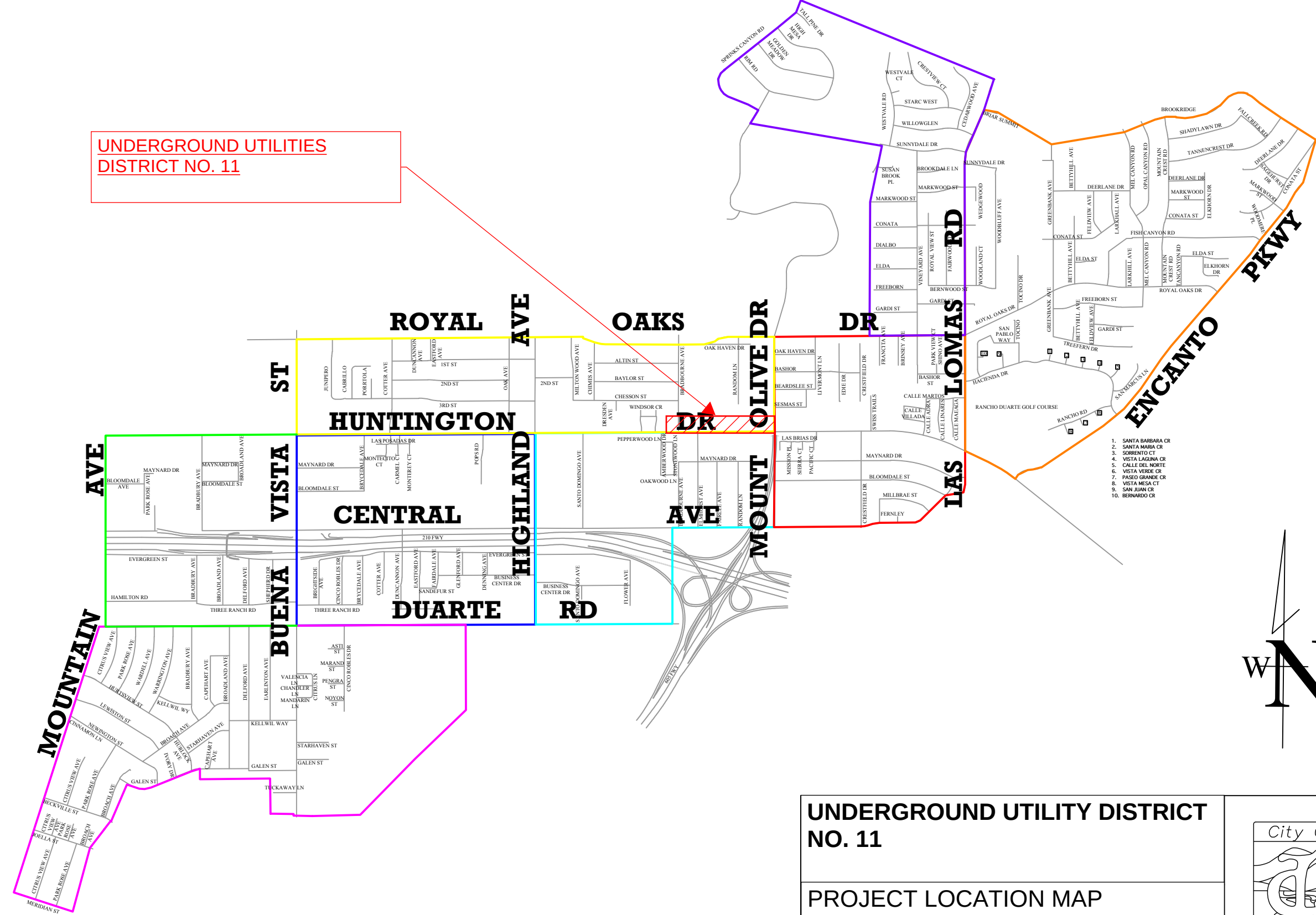
I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 25-05 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 25th day of February, 2025, by the following vote:

AYES:
NOES:
ABSENT:

Annette Juarez
City Clerk

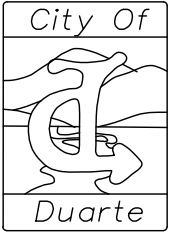
City of Duarte

UNDERGROUND UTILITIES
DISTRICT NO. 11



UNDERGROUND UTILITY DISTRICT
NO. 11

PROJECT LOCATION MAP



UNDERGROUND UTILITY DISTRICT NO. 11





AGENDA REPORT

MEETING DATE: February 25, 2025

TO: Mayor and Members of the City Council

FROM: Annette Juarez, City Clerk

SUBJECT: Amendment to City Councilmember Intergovernmental Organization Appointment for the California Contract Cities

RECOMMENDATION: It is recommended that the City Council appoint Councilmember Lewis as the California Contract Cities Delegate for the current year.

FISCAL IMPACT: None

BACKGROUND

Each year, the City Council appoints individual Councilmembers to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations. Councilmember Lewis has served as the California Contract Cities Association Delegate since 2021. At its January 14, 2025 meeting, the City Council appointed Councilmember Calderon to serve as the Delegate for the California Contract Cities Association and the entire Council is to serve as the Alternate.

DISCUSSION/ANALYSIS

Councilmember Lewis has expressed his interest in being reinstated as the California Contract Cities Association delegate. Staff has spoken with Councilmember Calderon and he is agreeable to the change.

RECOMMENDATION

It is recommended that the City Council appoint Councilmember Lewis as the California Contract Cities Delegate for the current year.

FISCAL IMPACT

None.

ATTACHMENT

None.

Fiscal Review:

Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
City Manager



AGENDA REPORT

MEETING DATE: February 25, 2025

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Fiscal Year 2024/25 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	(\$589,400)
Gas Tax Fund	(\$135,000)
SB1/RMRA Fund	(\$538,800)
Lighting Landscape Fund	\$2,000
PAEG Fund	\$87,600
Supplemental Law Enforcement Fund	\$0
Park Development Fund	\$168,400
Proposition A Fund	(\$8,200)
Proposition C Fund	(\$7,200)
Measure M Fund	(\$81,500)
Measure W Fund	\$135,000
Community Improvement Fund	\$335,000
Former RDA Affordable Housing Fund	(\$1,600)

BACKGROUND

Staff has completed the mid-year budget projections for the 2024/25 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 2024/25 revenues are estimated to be 2.3% higher and expenses are estimated to be 4.3% higher than originally projected. As a result, staff is estimating that the General Fund will reflect a deficit of \$3.1 million, instead of the \$2.6 million deficit that was originally adopted. This will result in year-end unassigned reserves of \$25.2 million or 92% of the General Fund expenditures.

The largest impacts on the anticipated increase to General Fund revenue is a result of the permit fees related to the Wyndam hotel project and higher-than-expected interest earnings. The expenses increased largely due to items that have already been presented to and 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 2024. 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 \$24.3 million. This amount represents an increase of \$540,000 or 2.3% as compared to the adopted budget. Some of the major impacts on revenue are discussed below.

Decreased Sales Tax Revenues – Sales Tax Revenues have dropped due to retail vacancies and recent transfers and closures amongst the auto dealerships in Duarte. Auto sales in general has slowed down in California as projected. Overall, we are estimating that sales tax will come in approximately \$500,000 lower in 2024/25.

Increased Building Permit Fees – In mid-December the City received more than \$340,000 in building permit fees related to the Wyndham project at the southwest corner of Huntington Drive and Buena Vista. As a result, we have increased the annual building permit revenue projection to \$1.1 million.

Increased Interest Earnings – Due to the City's healthy reserves and the gradual increase in interest rates at the Local Agency Investment Fund, we are projecting \$479,000 more in interest earnings in 2024/25.

Increased Grant Revenue – The City was recently awarded a grant for \$100,000 by Senator Rubio for the purchase of a drone and an off road vehicle related to homeless in the riverbed.

Expenditures:

At year-end, total General Fund expenditures are projected to be \$27.4 million. This amount represents an increase of 4.3% or \$1,129,100, 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.

Salary Adjustments – Salaries have changed in every category since the budget was adopted at the first meeting of June 2024. First, the City Council approved salary increases for all full time employees through the Memorandums of Understanding with the Management and General Units, annual salary resolutions and a new contract with the City Manager. Next, Council salary increases that were approved in 2023 went into effect after the November 2024 election, and mandatory increases to minimum wage were implemented for part time employee salaries starting in January 2025. All of these increases result in an increased salary projection impact of approximately \$400,000.

City Manager – In September 2024 the City Council approved a budget amendment of \$60,000 to hire Evan Brooks Associates to conduct grant research, writing and administration services. Most recently at the February 11, 2025 meeting, City Council approved a contract with MIG in an amount not to exceed \$81,000 to assist the City with the preparation of an updated Strategic Plan.

Community Development – City Council approved a budget amendment of \$106,000 for a contract with Harris & Associates for an assessment of the Citywide Landscape and Lighting District and the Neighborhood Maintenance Districts.

Facilities Maintenance – In November 2023, the City Council authorized the purchase of prefabricated restrooms for Beardslee Park. In October 2024, the City Council approved a budget amendment of \$164,643 for the site work required to install the restrooms and complete the project. Another amendment that Council approved was for the Fitness Center equipment and flooring replacement. This project was approved on February 11th and increased expenses by \$121,000.

Other Funds

State Gas Tax Fund – This increase was due to a delay in the 23/24 City wide Asphalt Repair project. The City Council approved a budget amendment of \$108,885 in August for the completion of this project.

SB1 Fund and ATP Grant funds – The ATP project was expected to be completed by June 30, 2024 when the budget was adopted. Unfortunately, the project was delayed and approximately \$450,000 in SB1 expenses and \$365,000 ATP grant expenses will carry over to fiscal year 2024/25, thus increasing expenses. We anticipate that the Notice of Completion for this project will be brought to Council in late February and the final grant reimbursement will be received before June 2025.

Lighting and Landscape Fund – The Citywide Lighting and Landscape District is expected to have a \$75,000 increase in expenses due in part to the remote street light controllers that we recently took over from Climatec, increased water costs and revised landscape costs included in the Mariposa Landscape contract that was approved by City Council. Because the Citywide Lighting and Landscape District has limited funds, these additional costs will result in an increase to the General Fund subsidy of the Citywide LLD.

PAEG Fund – In October 2024, the City Council approved a contract with Western Audio Visual for the replacement of the audio visual equipment in the Community Center Council Chambers. Council had planned to use all current and future PAEG funds needed to pay for this project. Given that the Council made the decision to dissolve the public access channel, there will no longer be PAEG funds in the future, so the cost of the project will be funded by all remaining funds in the PAEG fund and the balance of \$54,300 will be funded by the General Fund.

Supplemental Law Enforcement Funds – We received \$31,000 more in SLEF revenue funds than originally projected, so we have increased the expenses accordingly. Given that these funds are used to pay for the Sheriff's services, this will reduce the amount of General Funds that will be needed to pay for the Sheriff's contract.

Measure M Fund – City Council approved a contract with Advantec Engineers for the design of traffic signals at Buena Vista and Central, Evergreen and Kellwil Way and a budget amendment of \$60,000 in Measure M. Both projects are well into the design process and should be out to bid by the end of the calendar year.

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	(\$589,400)
Gas Tax Fund	(\$135,000)
SB1/RMRA Fund	(\$538,800)
Lighting Landscape Fund	\$2,000
PAEG Fund	\$87,600
Supplemental Law Enforcement Fund	\$0
Park Development Fund	\$168,400
Proposition A Fund	(\$8,200)
Proposition C Fund	(\$7,200)
Measure M Fund	(\$81,500)
Measure W Fund	\$135,000
Community Improvement Fund	\$335,000
Former RDA Affordable Housing Fund	(\$1,600)

ATTACHMENTS

Attachment 1 – Mid-Year Budget 2024/25

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 2024-25

	FY 2024-25 Adopted Budget	Proposed Amendments	FY 2024-25 Amended Budget	FY 2024-25 Est Actual
GENERAL FUND				
Revenues:				
Property tax	3,280,000	-	3,280,000	3,280,000
Sales tax	10,200,000	(500,000)	9,700,000	9,700,000
Franchise tax	1,510,000	-	1,510,000	1,450,000
Business license tax	370,000	-	370,000	370,000
Other taxes	834,000	-	834,000	819,000
Building permits	500,000	600,000	1,100,000	1,100,000
Other licenses & permits	277,000	-	277,000	277,000
Interest	718,000	440,000	1,158,000	1,196,800
Other uses of money & property	272,500	-	272,500	254,500
Motor vehicle in lieu fees	3,100,000	-	3,100,000	2,990,600
Other intergovernmental	338,000	-	338,000	431,500
Recreation fees	349,400	-	349,400	328,300
Other service charges	649,000	-	649,000	599,000
Fines & forfeitures	310,000	-	310,000	330,000
Miscellaneous revenues	5,000	-	5,000	1,800
Reimbursements from other funds	1,025,500	-	1,025,500	1,149,900
Transfers in from other funds	-	-	-	-
Total Revenues	23,738,400	540,000	24,278,400	24,278,400
Expenditures:				
City council	224,700	(4,000)	220,700	220,500
City manager	1,061,400	148,000	1,209,400	1,209,500
Legal services	540,000	(70,000)	470,000	470,000
Com. Promotions & memberships	461,700	15,000	476,700	478,400
Public safety	7,639,100	194,000	7,833,100	7,833,800
Community development	4,830,300	105,000	4,935,300	4,935,400
Field services	994,400	52,000	1,046,400	1,047,000
Parks and recreation	2,467,200	67,700	2,534,900	2,535,100
Facilities maintenance	2,198,800	404,700	2,603,500	2,603,200
Administrative services	4,848,300	87,000	4,935,300	4,932,100
Transfers out to other funds	1,023,900	130,000	1,153,900	1,153,900
Total Expenditures	26,289,800	1,129,400	27,419,200	27,418,900
Revenues Over (Under) Expenditures	(2,551,400)	(589,400)	(3,140,800)	(3,140,500)
Beginning Fund Balance	36,399,611		36,399,611	36,399,611
Estimated Ending Fund Balance	33,848,200		33,258,800	33,259,100
Nonspendable-Land Held for Resale				2,756,060
Restricted - Special Projects				2,675,630
Restricted - Public Art				239,700
Restricted - Development Projects				2,050,236
Restricted - Storm Drain				93,704
Restricted- Pensions				275,171
Committed - Vehicle Replacement				15,000
Unassigned				25,153,599

STATE GASOLINE TAX

Revenues:

Interest	97,500	-	97,500	96,600
Gasoline tax	626,700	-	626,700	665,400
Total Revenues	724,200	-	724,200	762,000

Expenditures:

Miscellaneous projects	1,006,000	112,500	1,118,500	1,118,500
Reimbursement to General Fund	201,200	22,500	223,700	223,700
Total Expenditures	1,207,200	135,000	1,342,200	1,342,200

Revenues Over (Under) Expenditures (483,000) (135,000) (618,000) (580,200)

Beginning Fund Balance 2,315,369 2,315,369 2,315,369

Ending Fund Balance 1,832,400 1,697,400 1,735,200

SB1/RMRA

Revenues:

Interest	29,200	-	29,200	29,400
RMRA	583,400	-	583,400	597,200
Total Revenues	612,600	-	612,600	626,600

Expenditures:

Street Improvements	535,000	-	535,000	535,000
Other Capital Improvements	-	449,000	449,000	449,000
Reimbursement to General Fund	107,000	89,800	196,800	196,800
Total Expenditures	642,000	538,800	1,180,800	1,180,800

Revenues Over (Under) Expenditures (29,400) (538,800) (568,200) (554,200)

Beginning Fund Balance 848,163 848,163 848,163

Ending Fund Balance 818,800 280,000 294,000

LIGHTING AND LANDSCAPE

Revenues:

Transfers in - general fund	803,000	75,700	878,700	878,700
Assessments & other	1,013,300	-	1,013,300	1,013,300
Total Revenues	1,816,300	75,700	1,892,000	1,892,000

Expenditures:

City-wide lighting	424,900	20,000	444,900	444,900
City-wide landscape	1,060,500	55,700	1,116,200	1,116,200
Landscape zones	374,600	(2,000)	372,600	372,600
Total Expenditures	1,860,000	73,700	1,933,700	1,933,700

Revenues Over (Under) Expenditures	(43,700)	2,000	(41,700)	(41,700)
Beginning Fund Balance	105,821		105,821	105,821
Ending Fund Balance	62,100		64,100	64,100

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenues:				
Entitlement	141,200	-	141,200	141,200
Total Revenues	141,200	-	141,200	141,200
Expenditures:				
Street Improvements	-	-	-	-
ADA Improvements	131,200	-	131,200	131,200
Other	10,000	-	10,000	10,000
Total Expenditures	141,200	-	141,200	141,200
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

PAEG FEES

Revenues:				
Interest Earnings	1,100	-	1,100	2,800
Fees	29,000	(22,000)	7,000	6,300
Transfer In-General Fund	-	54,300	54,300	54,300
Total Revenues	30,100	32,300	62,400	63,400
Expenditures:				
Other Expenses	185,000	(55,300)	129,700	129,700
Total Expenditures	185,000	(55,300)	129,700	129,700
Revenues Over (Under) Expenditures	(154,900)	87,600	(67,300)	(66,300)
Beginning Fund Balance	66,256		66,256	66,256
Ending Fund Balance	(88,600)		(1,000)	-

SUPPLEMENTAL LAW ENFORCEMENT

Revenues:				
Interest	2,300	1,500	3,800	3,800
Entitlement	165,000	29,700	194,700	194,700
Total Revenues	167,300	31,200	198,500	198,500

Expenditures:				
Special events patrol	24,000	1,000	25,000	25,000
Contract law enforcement	143,300	30,200	173,500	173,500
Total Expenditures	167,300	31,200	198,500	198,500
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

BICYCLE & PEDESTRIAN SAFETY

Revenues:				
Interest	-	-	-	-
Entitlement	23,400	-	23,400	23,400
Total Revenues	23,400	-	23,400	23,400
Expenditures:				
Sidewalk improvements	23,400	-	23,400	23,400
Total Expenditures	23,400	-	23,400	23,400
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

AIR QUALITY MANAGEMENT

Revenues:				
Interest	7,400	-	7,400	5,800
Entitlement & Other	28,000	-	28,000	28,000
Total Revenues	35,400	-	35,400	33,800
Expenditures:				
Vehicles	43,500	-	43,500	38,400
Other	-	-	-	-
Reimbursement to General Fund	-	-	-	-
Total Expenditures	43,500	-	43,500	38,400
Revenues Over (Under) Expenditures	(8,100)	-	(8,100)	(4,600)
Beginning Fund Balance	149,038	-	149,038	149,038
Ending Fund Balance	140,900	-	140,900	144,400

PARK DEVELOPMENT FUND

Revenues:

Interest	-	-	-	-
Grant Program Rev	122,000	-	122,000	369,000
Total Revenues	122,000	-	122,000	369,000

Expenditures:

Park Improvements	468,500	(177,000)	291,500	291,500
Other	46,000	8,600	54,600	54,600
Total Expenditures	514,500	(168,400)	346,100	346,100

Revenues Over (Under) Expenditures	(392,500)	168,400	(224,100)	22,900
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Beginning Fund Balance	-	-	-	-
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Ending Fund Balance	(392,500)		(224,100)	22,900
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QUIMBY ACT

Revenues:

Interest	3,100	-	3,100	2,800
Assessments	-	-	-	-
Total Revenues	3,100	-	3,100	2,800

Expenditures:

Park improvements	75,100	-	75,100	75,100
Total Expenditures	75,100	-	75,100	75,100

Revenues Over (Under) Expenditures	(72,000)	-	(72,000)	(72,300)
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Beginning Fund Balance	71,383		71,383	71,383
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Ending Fund Balance	(600)		(600)	(900)
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TRANSPORTATION - PROPOSITION A

Revenues:

Interest	40,300	-	40,300	48,500
Entitlement	641,200	-	641,200	600,000
Other Revenue	10,000	-	10,000	10,000
Transfers In	-	-	-	-
Total Revenues	691,500	-	691,500	658,500

Expenditures:

Reimbursement - General Fund	74,600	1,400	76,000	76,000
Transportation Services	372,900	6,800	379,700	379,900
Total Expenditures	447,500	8,200	455,700	455,900

Revenues Over (Under) Expenditures	244,000	(8,200)	235,800	202,600
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Beginning Fund Balance	1,080,407		1,080,407	1,080,407
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Ending Fund Balance	1,324,400		1,316,200	1,283,000
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TRANSPORTATION - PROPOSITION C

Revenues:

Interest	13,400	-	13,400	19,400
Other Revenue	8,000	-	8,000	8,000
Entitlement	531,800	-	531,800	500,000
Total Revenues	553,200	-	553,200	527,400

Expenditures:

Reimbursement - General Fund	60,500	1,200	61,700	61,700
Transportation services	302,500	6,000	308,500	308,400
Total Expenditures	363,000	7,200	370,200	370,100

Revenues Over (Under) Expenditures	190,200	(7,200)	183,000	157,300
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Beginning Fund Balance	365,390		365,390	365,390
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Ending Fund Balance	555,600		548,400	522,700
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MEASURE R LOCAL RETURN

Revenues:

Interest	53,500	-	53,500	30,300
Entitlement	398,900	-	398,900	375,000
Total Revenues	452,400	-	452,400	405,300

Expenditures:

Reimbursements	116,000	-	116,000	116,000
Capital Improvements	580,000	-	580,000	580,000
Total Expenditures	696,000	-	696,000	696,000

Revenues Over (Under) Expenditures	(243,600)	-	(243,600)	(290,700)
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Beginning Fund Balance	577,846		577,846	577,846
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Ending Fund Balance	334,200		334,200	287,100
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MEASURE M LOCAL RETURN

Revenues:

Interest	22,400	-	22,400	46,500
Entitlement	452,100	-	452,100	425,000
Total Revenues	474,500	-	474,500	471,500

Expenditures:

Reimbursements	123,000	9,500	132,500	132,500
Capital Improvements	615,000	72,000	687,000	687,000

Total Expenditures	738,000	81,500	819,500	819,500
Revenues Over (Under) Expenditures	(263,500)	(81,500)	(345,000)	(348,000)
Beginning Fund Balance	960,852		960,852	960,852
Ending Fund Balance	697,400		615,900	612,900

MEASURE W FUND

Revenues:				
Interest	3,000	-	3,000	14,900
Entitlement	250,000	-	250,000	250,000
Total Revenues	253,000	-	253,000	264,900
Expenditures:				
Reimbursements	-	-	-	-
Other Expenses	181,000	-	181,000	181,000
Capital Improvements	150,000	(135,000)	15,000	15,000
Total Expenditures	331,000	(135,000)	196,000	196,000
Revenues Over (Under) Expenditures	(78,000)	135,000	57,000	68,900
Beginning Fund Balance	-		-	-
Ending Fund Balance	(78,000)		57,000	68,900

TOWN CENTER DEBT SERVICE

Revenues:				
Interest	-	-	-	-
Transfers in	-	-	-	-
Total Revenues	-	-	-	-
Expenditures:				
Interest expense	-	-	-	-
Principal payment	-	-	-	-
Other	-	-	-	-
Total Expenditures	-	-	-	-
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-		-	-
Ending Fund Balance	-		-	-

INFRASTRUCTURE MODERNIZATION DEBT SERVICE FUND

Revenues:				
Interest	-	-	-	-

Transfers in	220,900	-	220,900	220,900
Total Revenues	220,900	-	220,900	220,900
Expenditures:				
Interest expense	51,100	-	51,100	51,100
Principal payment	169,800	-	169,800	169,800
Other	-	-	-	-
Total Expenditures	220,900	-	220,900	220,900
Revenues Over (Under) Expenditures	-	-	-	-
Beginning Fund Balance	-	-	-	-
Ending Fund Balance	-	-	-	-

INCLUSIONARY HOUSING

Revenues:				
Interest	24,300	-	24,300	22,100
Assesments	-	-	-	-
Total Revenues	24,300	-	24,300	22,100
Expenditures:				
Other expenses	-	-	-	-
Total Expenditures	-	-	-	-
Revenues Over (Under) Expenditures	24,300	-	24,300	22,100
Beginning Fund Balance	557,801		557,801	557,801
Ending Fund Balance	582,100		582,100	579,900

COMMUNITY IMPROVEMENT

Revenues:				
Interest	4,400	-	4,400	13,000
Grant Revenue	1,933,000	-	1,933,000	2,019,200
Other Revenue	-	-	-	-
Transfer In	-	-	-	-
Total Revenues	1,937,400	-	1,937,400	2,032,200
Expenditures:				
Other Capital Improvements	1,933,000	(335,000)	1,598,000	1,597,900
Professional Services	-	-	-	-
Total Expenditures	1,933,000	(335,000)	1,598,000	1,597,900
Revenues Over (Under) Expenditures	4,400	335,000	339,400	434,300
Beginning Fund Balance	382,723		382,723	382,723
Ending Fund Balance	387,100		722,100	817,000

HOUSING AUTHORITY

Revenues:

Interest	82,900	-	82,900	82,900
Transfer In Affordable Housing	-	-	-	-
Gain on Sale of Land	-	-	-	-
Other Revenue	-	-	-	-
Total Revenues	82,900	-	82,900	82,900

Expenditures:

Meeting Stipends	5,100	-	5,100	5,100
Professional Services	115,000	-	115,000	115,000
Legal Counsel	-	-	-	-
Other	11,500	-	11,500	11,000
Total Expenditures	131,600	-	131,600	131,100

Revenues Over (Under) Expenditures	(48,700)	-	(48,700)	(48,200)
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Beginning Fund Balance	2,107,307		2,107,307	2,107,307
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Ending Fund Balance	2,058,600		2,058,600	2,059,100
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FORMER RDA AFFORDABLE HOUSING AUTHORITY

Revenues:

Interest	168,900	-	168,900	132,900
Transfer In Affordable Housing	-	-	-	-
Gain on Sale of Land	-	-	-	-
Other Revenue	-	-	-	-
Total Revenues	168,900	-	168,900	132,900

Expenditures:

Meeting Stipends	-	-	-	-
Professional Services	8,600	1,600	10,200	10,200
Legal Counsel	-	-	-	-
Other	-	-	-	-
Total Expenditures	8,600	1,600	10,200	10,200

Revenues Over (Under) Expenditures	160,300	(1,600)	158,700	122,700
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Beginning Fund Balance	4,209,912		4,209,912	4,209,912
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Ending Fund Balance	4,370,200		4,368,600	4,332,600
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Attachment 2
PROPOSED MID-YEAR BUDGET AMENDMENTS
FISCAL YEAR 2024-25

	<u>Account Number</u>	<u>Change in Revenues</u>	<u>Change in Expenditures</u>
GENERAL FUND			
Decrease in projected General Sales Tax	100-4002	(300,000)	
Decrease in projected Measure D Sales Tax	100-4008	(200,000)	
Increase in Building Permits (Wyndham and other projects)	100-4201	600,000	
Increase in Interest Earnings due to large fund balance and 1% rate inc	100-4401	440,000	
 City Council			
Decrease due to change in Council health enrollment	100-1005-7071		(4,000)
 City Manager			
Increase due to new MOU and CM contract	100-1010-7002		32,000
Increase for more conference training for new staff	100-1010-7610		2,000
Increase due to new Grant Writer and Strategic Plan consultants	100-1010-7965		114,000
 Legal Services			
Decrease due to completion of labor negotiation	100-1015-7682		(20,000)
Decrease due to reduced hours and costs than projected	100-1015-7686		(50,000)
 Community Promotion			
Increase for funds approved by Council for the Chamber of Commerce	100-1020-7710		32,000
Decrease due to termination of PEG channel and related expenses	100-1020-7720		(17,000)
 Public Safety			
Increase due to new MOU	100-1205-7002		35,200
Increase due to new minimum wage requirement	100-1205-7003		5,300
Increase for Rubio grant and Eaton wind/fire response	100-1205-7030		13,000
Increase due to new MOU	100-1205-7072		5,000
Increase for new LASD LARICS radios	100-1205-7615		18,000
Increased cost of equip for new vehicle & accident repair	100-1205-7650		5,000
Increase for SGVCOG grant for homeless cleanup	100-1205-7760		3,500
Increase for Rubio grant and increased net fuel cost	100-1205-7781		21,000
Increase for Rubio grant and new neighborhood watch signs	100-1205-7980		11,000
Increase for Rubio grant	100-1205-8030		77,000
 Community Development			
Increase due to new MOU	100-1405-7002		52,000
Decrease due to delay in part time intern replacement	100-1405-7003		(11,000)
Decrease due to staffing changes	100-1405-7071		(15,000)
Increase due to new MOU	100-1405-7072		5,000
Increase for Harris Assoc contract for L&L Asst	100-1405-7965		74,000
 Field Services			
Increase due to new MOU	100-1410-7030		11,000
Increase due to major repair to Boom truck and Loader	100-1410-7650		10,000
Increase for ongoing annual expenses for new Generator	100-1410-7656		11,000
Increase for new irrigation pump at Encanto park	100-1410-8100		20,000
 Parks & Recreation			
Increase due to new MOU	100-1605-7002		(26,900)
Increase due to new minimum wage requirement	100-1605-7010		11,700

Decrease due to delay in filling pool manager position	100-1605-7012	(15,600)
Increase due to new MOU and new minimum wage requirement	100-1605-7014	7,600
Increase due to new minimum wage requirement	100-1605-7016	1,700
Increase for Eaton wind/fire response	100-1605-7030	1,000
Decrease due to delay in filling recreation manager position	100-1605-7071	(3,100)
Increase due to new MOU	100-1605-7072	(6,600)
Increase due to increased employee scheduling software cost	100-1605-7612	600
Increase in Active Net fees and purchase of new credit card machines	100-1605-7653	6,500
Increase cost of 5 concerts	100-1605-7729	1,500
Increase for Sr Ctr purchases related to Royal Oaks donation	100-1605-7733	10,000
Increase due to more participation and more non resident participation	100-1605-7736	30,300
Decrease due to less Adult Excursion participation	100-1605-7737	(1,500)
Decrease due to less days of day camp	100-1605-7740	(1,500)
Decrease due to less Adult Excursions planned	100-1605-7750	(11,200)
Decrease due to less participation in Senior classes	100-1605-7756	(1,800)
Increase for higher costs for Independence Day	100-1605-7758	3,000
Increase for carryover of remaining Pool Design contract	100-1605-7965	62,000
Facilities		
Increase due to new MOU	100-1610-7002	7,200
Decrease due to moving Teen Ctr cleaning to bldg maintenance contract	100-1610-7003	(26,600)
Increase due to new MOU	100-1610-7072	1,100
Increase due to year round pool usage and resulting increased repairs	100-1610-7616	5,600
Increase due to year round pool usage and more chemicals needed	100-1610-7617	2,500
Increase to correct typo in original budget	100-1610-7650	11,900
Increase for Teen Ctr cleaning contract & Pool ADA chair repair	100-1610-7652	48,000
Increase due to year round pool usage and increased maint costs	100-1610-7838	5,300
Increase due to year round pool usage and increased gas costs	100-1610-7853	(4,000)
Increased cost of electricity at Public Safety	100-1610-7868	1,700
Increased cost of electricity at Teen Ctr	100-1610-7870	1,200
Increased cost of electricity at Duarte Park	100-1610-7872	1,200
Increase for new Fit Ctr equip project & carryover Beardslee rest project	100-1610-8100	349,600
Finance		
Increase due to new MOU	100-1805-7002	40,000
Increase due to new MOU	100-1805-7072	5,000
Increased bank charges due to increased credit card usage	100-1805-7653	12,000
Increased County property tax collection fee	100-1805-7762	1,000
Increase due to approved Willdan contract and new GASB 75 report	100-1805-7965	60,000
Personnel		
Increase due to new MOU	100-1810-7002	4,000
Increased cost for PELRA training	100-1810-7610	2,000
Increase for 2025 Colors Employee Training	100-1810-7611	3,000
Information Technology		
Increase for additional cell phones needed for new staff/council	100-1815-7831	5,000
Increase for additional computer/equip for new staff	100-1815-7630	15,000
Risk Management		
Increase in Liability Coverage	100-1820-7773	36,000
General Services		
Decrease in ADC per 12/24 GASB 75 report	100-1825-7674	(130,000)
Increase for carryover of beverage container grant funds	100-1825-7747	3,000

Vehicle Replacement			
Increase due to downpayment on two leased specialized vehicles	100-1830-8100		31,000
Transfers Out			
Increase due to higher costs in Citywide Light Landscape Dist	100-1905-9020		75,700
Increase due to returned AQMD funds	100-1905-9071		54,300
		540,000	1,129,400
General Fund Net Change		(589,400)	
GAS TAX FUND			
Increase for carryover of 23/24 asphalt repair project	220-2205-8100		108,000
Increase for actual contract approved by Council for street striping	220-2210-7812		3,000
Increase in 20% Admin reimb to Gen Fund	220-2215-8610		22,500
Increase due to actual increase in bidding service	220-2220-7980		1,500
		0	135,000
Gas Tax Fund Net Change		(135,000)	
SB1/RMRA FUND			
Increase due to delayed ATP project match	225-2250-8100		449,000
Increase in 20% Admin reimb to Gen Fund	225-2250-8610		89,800
		-	538,800
SB1/RMRA Fund Net Change		(538,800)	
LIGHTING AND LANDSCAPE FUND			
Increased General Fund Subsidy	240-6901	75,700	
Increase due to new street light remote controller software	240-2410-7915		20,000
Increase due to increased water costs	240-2410-7844		20,000
Increase due to West Coast Arborist contract cpi increase	240-2410-7906		2,500
Increase due to West Coast Arborist contract cpi increase	240-2410-7909		2,300
Increase due to new Mariposa contract approved by Council	240-2410-7915		28,000
Increase due to new Mariposa contract approved by Council	240-2410-7917		2,900
Decrease due to new Mariposa contract approved by Council	240-2421-7914		(5,000)
Increase due to higher water costs	240-2424-7835		3,000
		75,700	73,700
Lighting and Landscape Fund Net Change		2,000	
PAEG FUND			
Decrease due to termination of PEG channel/receipt of PAEG fees	270-4617	(22,000)	
Increase for transfer from General Fund to pay balance of project costs	270-6901	54,300	
Decrease due to final project cost being less than original budget	270-2705-8100		(55,300)
		32,300	(55,300)
Public Access Education Government Fund Net Change		87,600	
SLEF FUND			
Increase due to increased interest revenue	290-4401	1,500	
Increase due to increased SLEF revenue	290-4605	29,700	
Increase due to available funds	290-2905-7781		30,200
Increase due to available funds	290-2905-7785		1,000
		31,200	31,200
Supplemental Law Enforcement Fund Net Change		0	
PARK DEVELOPMENT FUND			
Increase for carryover of Final Fish Cyn Plan Grant	400-4005-7965		8,600
Decrease for Council decision to only do Boxing expansion for now	400-4005-8041		(177,000)
		-	(168,400)
Park Development Fund Net Change		168,400	

PROP A FUND

Increase due to new MOU	440-4405-7002	4,000
Increase to attend cost of LIT conference	440-4405-7610	800
Increase to add lights to two new vehicles	440-4405-7650	2,000
Increase in 20% Admin reimb to Gen Fund	440-4405-8610	1,400
		<u>0</u>
		8,200

Proposition A Fund Net Change **(8,200)**

PROP C FUND

Increase due to new MOU	460-4605-7002	3,000
Increase due to unexpected auto repair	460-4605-7650	3,000
Increase in 20% Admin reimb to Gen Fund	460-4605-8610	1,200
		<u>0</u>
		7,200

Proposition C Fund Net Change **(7,200)**

MEASURE M FUND

Increase per Buena Vista sign design contract approved by Council	475-4750-7965	60,000
Increase per 24/25 sidewalk repair contract approved by Council	475-4750-8060	12,000
Increase in 20% Admin reimb to Gen Fund	475-4750-8610	9,500
		<u>0</u>
		81,500

Measure M Fund Net Change **(81,500)**

MEASURE W FUND

Decrease due to typo in original budget	490-4905-8100	(135,000)
		<u>0</u>
		(135,000)

Measure W Fund Net Change **135,000**

COMMUNITY IMPROVEMENT FUND

Decrease due to delay of Recreation Trail to 25/26	620-6210-8100	(700,000)
Increase due to delay of ATP project and completion in 24/25	620-6220-8100	365,000
		<u>0</u>
		(335,000)

Community Improvement Fund Net Change **335,000**

FORMER RDA AFFORDABLE HOUSING AUTHORITY FUND

Increased cost of SB341 report	681-6815-7965	1,600
		<u>0</u>
		1,600

Former RDA Affordable Housing Authority Fund Net Change **(1,600)**

CITY OF DUARTE

2024/25 Mid Year Budget

February 25, 2025



2024/25 Mid Year Report

- Adopted 2024/25 budget with \$2.6 million deficit in June 2024 (included \$2M for phase 1 of median landscape project)
- Mid year report indicates projected deficit of \$3.1 million (\$500k inc)

What has changed?

- Revenues increased due to increased building permit fees, interest earnings and a grant from Senator Rubio's office and this was slightly offset by decreased sales tax revenues
- Expenses increased largely due to delayed projects carrying over from last fiscal year and items that Council has approved since the original budget was adopted

Projected General Fund-Revenues

<u>FY 24/25 Budget</u>	<u>Estimated Actual</u>	<u>Inc/Dec</u>	
\$23.7 million	\$24.3 million	\$540,000	2.3% inc



Projected General Fund - Revenues

FY 2024-25 notable changes

Overall General Fund Revenues are projected to be \$540k more than original 2024/25 budget

Sales Tax revenue has gone down, \$500k decrease projected for 2024/25

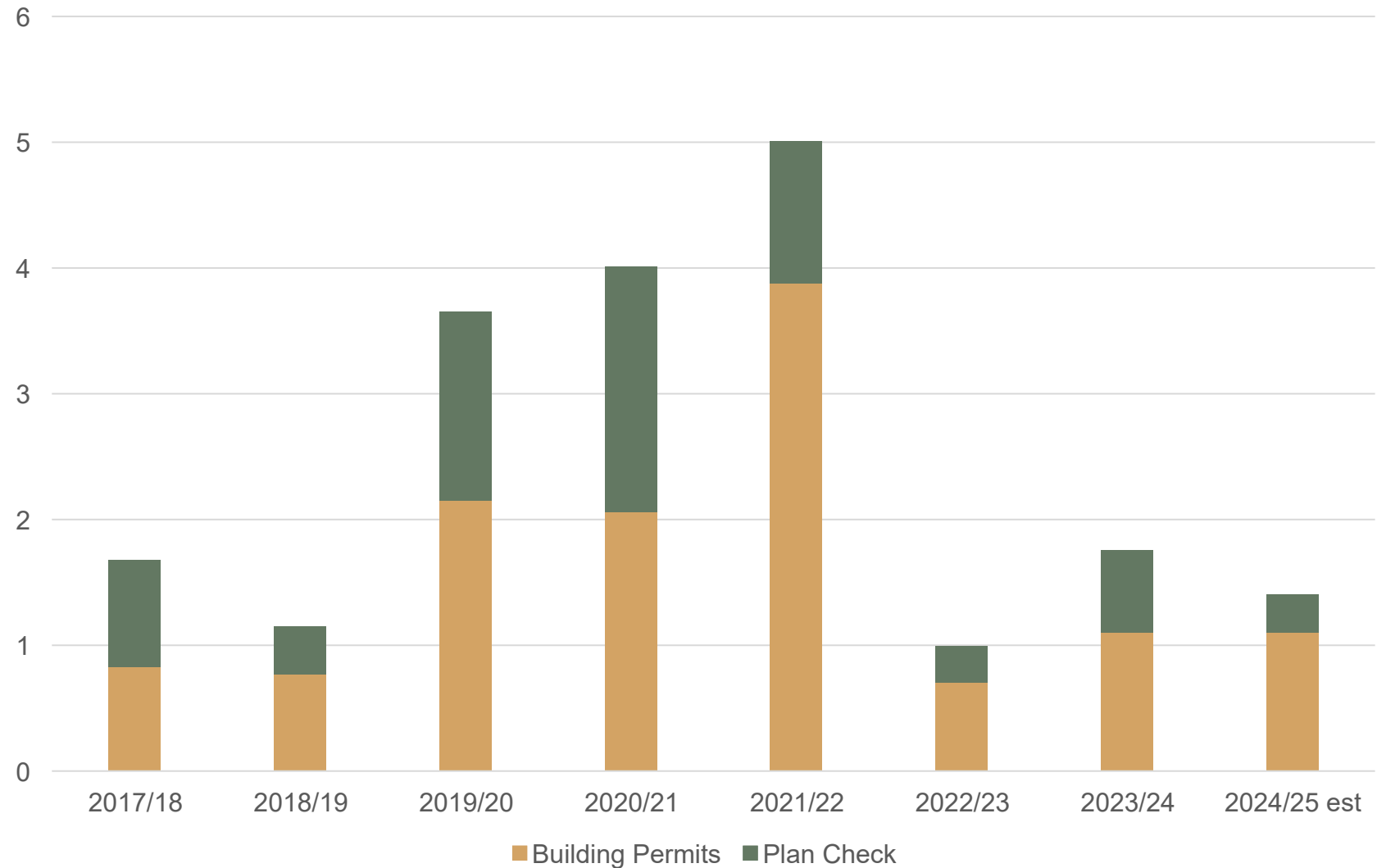
Building Permit Fees for Wyndham Hotel, EV charging station, City of Hope, Humangood and other projects increased our projected revenues by \$600k

Due to increased interest rates and higher than projected fund balances, interest earning revenues are projected to increase by \$479k

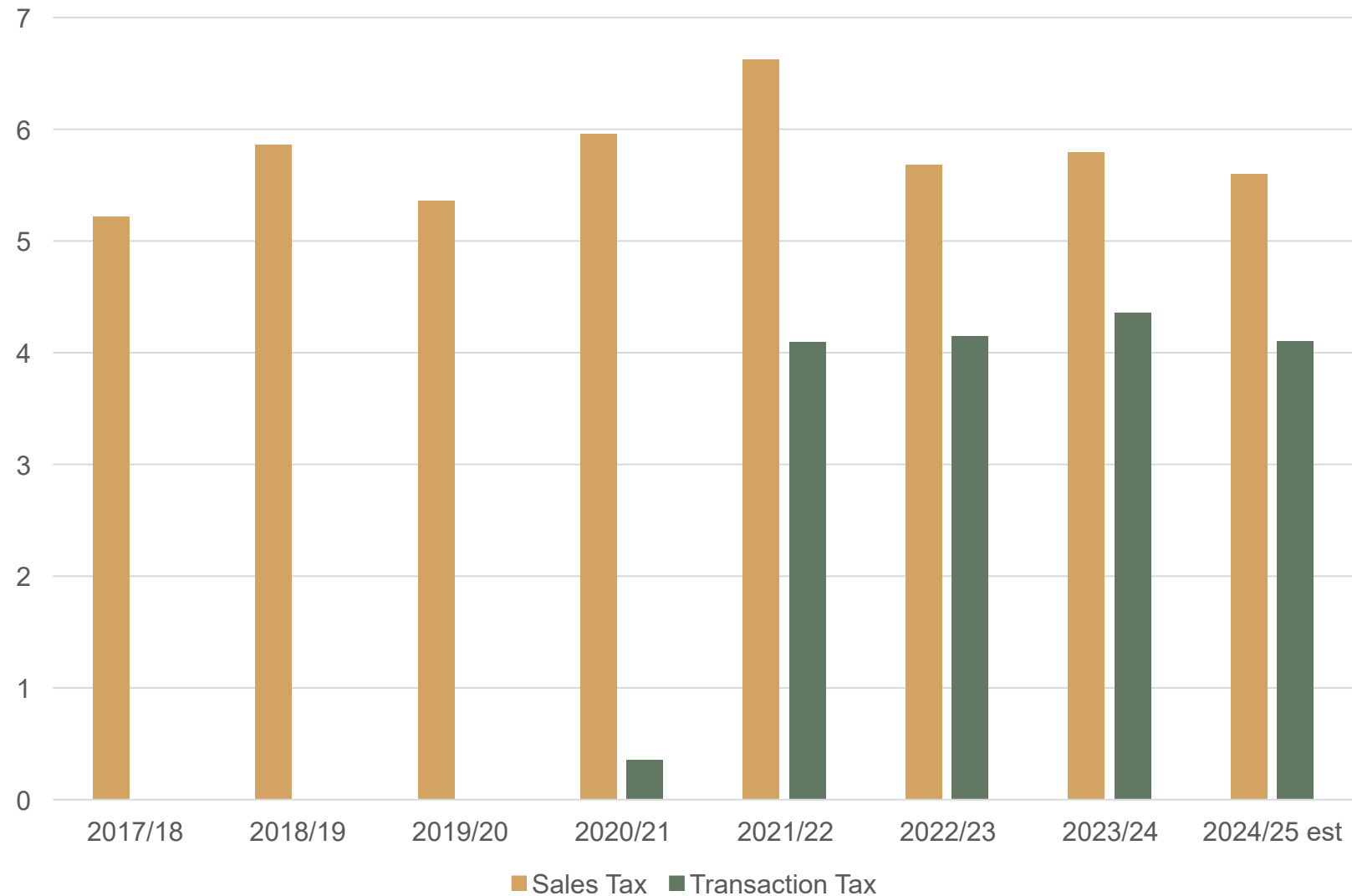
Senator Rubio awarded a grant for \$100k



Development-related revenues at historically average levels



Sales Tax revenue dropping but not plummeting



Projected General Fund-Expenses

<u>FY 24/25 Budget</u>	<u>Estimated Actual</u>	<u>Inc/Dec</u>	
\$26.3 million	\$27.4 million	\$1.1M	4% inc

Projected General Fund - Expenses

FY 2024-25 Notable Expenses

Overall General Fund Expenses are projected to be \$1.1M more than original budget, mostly due to new expenses approved in last 8 months and delayed projects from prior year

In June, July and January Council approved salary adjustments in MOUs, CM contract, ACM resolution, Council salary resolution and part time minimum wage increase - \$400k increase to expenses



Projected General Fund - Expenses

FY 2024-25 Council approved budget amendments

- September 10th Evan Brooks grant writing contract- \$60k
- Rubio grant was awarded in October 2024 - \$100k
- December 10th Chamber funding of \$32k approved
- January 14th Harris Assoc LLD assessment contract - \$106k
- January 14th Fitness Ctr equipment & flooring - \$156k
- January 28th Willdan contract for fee study - \$39k
- February 11th MIG strategic plan contract - \$81k



Projected General Fund - Expenses

FY 2023-24 Delayed projects impacting FY24-25 budget

- FY 2023-24 Citywide Asphalt project delayed and awarded in August 2024, increasing expenses by \$109k
- Fitness Ctr Pool deck redesign project carryover, increasing expenses by \$62k
- Beardslee restroom project was delayed and completed in October 2024, increasing expenses by \$165k



Projected Special Funds – 2024/25

- Gas Tax – delayed 23/24 asphalt project - \$108k
- ATP funds – delayed 23/24 ATP project - \$365k
- SB1/RMRA – delayed 23/24 ATP match -\$540k
- Supplemental law enforcement fund – more funds available to spend on Sheriff contract - \$31k
- Measure M fund – Council approved Buena Vista/Evergreen/Central signals design contract-\$60k



General Fund Mid Year Summary

GF Projected Revenues	\$24,278,400
GF Projected Expenditures	<u>(\$27,418,900)</u>
GF Projected Deficit	(\$ 3,140,500)

Estimated GF Fund Balance as of June 2024

Non-spendable – Land Held for Resale	\$ 2,756,000
Restricted – Special Projects (ARPA)	\$ 2,676,000
Restricted – Public Art	\$ 240,000
Restricted – Development Projects (TCBF)	\$ 2,050,000
Restricted – Storm Drain Projects	\$ 94,000
Restricted – Pension Costs	\$ 275,000
Committed – Vehicle Replacement	\$ 15,000
Unassigned (92%)	\$25,153,000



Recommendation

Staff recommends that the City Council and the Housing Authority Board receive and file the Mid Year Budget Report and approve the budget amendments shown in Attachment 2





AGENDA REPORT

MEETING DATE: February 25, 2025

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Stephanie Sandoval, Public Works Manager

SUBJECT: Emergency Repairs Related to 2025 Windstorm, Award of Contract for the 2025 Windstorm Concrete Emergency Repairs Project and Related Budget Amendment for Concrete Repair and Tree and Debris Removal

RECOMMENDATION: It is recommended that the City Council: 1) Authorize emergency purchases pursuant to DMC Section 2.36.050(e); 2) Approve the award of contract for the 2025 Windstorm Concrete Emergency Repairs Project to FS Contractors Inc. in the amount of \$151,000, plus a 10% contingency; and 3) Approve a \$256,000 budget amendment to account 100-1205-7655 to fund Windstorm related cleanup and repairs.

FISCAL IMPACT: The total costs are \$256,000; including work already completed, work underway and the remaining emergency concrete repairs.

BACKGROUND

On January 7th, 2025, a severe windstorm caused significant damage throughout the City of Duarte. On January 8th, 2025, President Biden declared a Presidential Major Disaster Declaration for the Los Angeles Area and on January 14th, 2025, the Duarte City Council adopted Resolution 25-02 declaring a local emergency.

Over 125 City trees were damaged in the storm; some with major limb damage and some a complete loss. In many locations where trees came down the nearby sidewalk and curb were lifted, cracked and damaged. In one case a fallen tree pulled the sewer line out of a park restroom. Between 20-30 street signs were broken throughout the City and one of the large poles supporting the Buena Vista Street Banner Marquis fell. The costs related to all of these items, including City staff time and emergency supplies used during this emergency disaster will be included in our FEMA reimbursement application.

In any emergency, damages are triaged, assessed and prioritized. For example, the downed trees that were literally blocking City streets the night of the storm were removed immediately. The next day Public Works and Field Services staff assessed the damage citywide and identified locations where there were sidewalk trip hazards or trees at risk of falling. The damaged areas were then prioritized based on safety and the high priority areas were addressed including tree removal, trimming of limbs at risk of causing damage and sidewalk repair on Huntington Drive near three large trees that fell. This work includes:

Company	Task	Amount
West Coast Arborists	Tree removal, large limb cleanup, stump removal	\$56,000
FS Construction	Sidewalk and curb repair on Huntington Drive	\$19,000
NexTech Systems	20-30 street sign repairs	\$15,000

DISCUSSION/ANALYSIS

Our next priority is to address the remaining damaged sidewalks throughout the City. This consists of the removal and replacement of broken, off grade and displaced concrete sidewalk, curb and gutter damaged by compromised or fallen trees. The specifications for this project were made available and quotes were requested from five (5) contractors that have successfully completed concrete repairs in the City of Duarte in the past.

On January 22, 2025, five (5) quotes were submitted electronically. The results are as follows:

1	FS Contractors, Inc.	\$151,000.00
2	CJ Concrete Construction, Inc.	\$176,000.00
3	TVR Construction Engineering LLC	\$177,000.00
4	All American Asphalt	\$224,650.00
5	Robert Bkrich Construction	\$471,500.00

The lowest quote received came from FS Contractors, Inc; who have successfully completed work for the City of Calabasas, City of El Segundo, City of Walnut, and City of Duarte. Their federal and state license status has been verified. As with all contracts, a ten (10) percent contingency has been added to this contract and will only be used if deemed necessary.

Staff is still gathering information for the repair of the large poles supporting the Buena Vista Street Banner Marquis and will bring that back to Council at a future meeting to discuss costs and options. Based on our contract with Mariposa, the cost to replant all damaged trees is estimated at \$75,000 and this item will be discussed at the City's FY 2025/26 budget workshop.

All emergency related costs will be charged to the City Emergency account 100-1205-7655 and included in the FEMA application.

The total budget amendment necessary for this emergency work is \$256,000, which includes the work already completed or underway (immediate concrete repair \$19,000, sign repair \$15,000, and tree removal \$56,000) and the proposed concrete emergency repairs project \$166,000.

RECOMMENDATION

It is recommended that the City Council: 1) Authorize emergency purchases pursuant to DMC Section 2.36.050(e); 2) Approve the award of contract for the 2025 Windstorm Concrete Emergency Repairs Project to FS Contractors Inc. in the amount of \$151,000 plus a 10% contingency; and 3) Approve a \$256,000 budget amendment to account 100-1205-7655 to fund Windstorm related repairs.

FISCAL IMPACT

The total costs are \$256,000; including work already completed, work underway and the remaining emergency concrete repairs.

ATTACHMENTS

Attachment A: 2025 Windstorm Concrete Emergency Repairs Project Locations Map

Attachment B: Agreement for Construction of Maintenance Services

Fiscal Review:



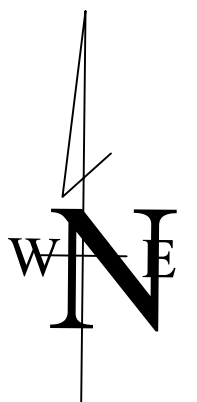
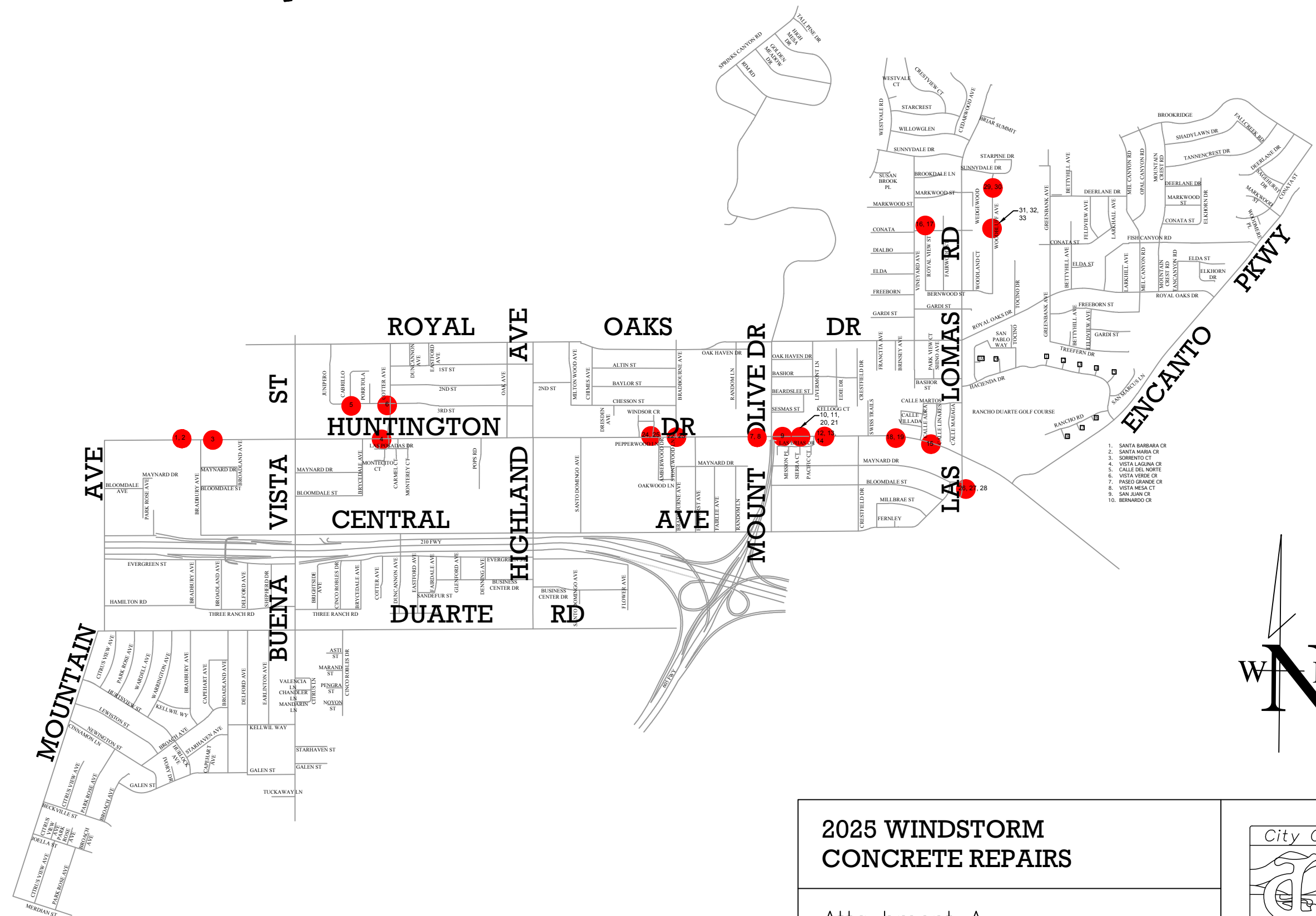
Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



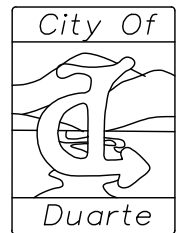
Brian Villalobos
City Manager

City of Duarte



2025 WINDSTORM CONCRETE REPAIRS

Attachment A
Project Location Map



CITY OF DUARTE
AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES

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

1. RECITALS.

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

- A. That City desires to obtain through Contractor the work set forth and described in the Scope of Work attached hereto as Exhibit A and incorporated herein by this reference ("**Contractor Services**").
- B. That Contractor represents to the City that Contractor is well qualified to perform the Contractor Services by reason of Contractor's training, expertise, experience, and background.
- C. That the public interest, convenience, and necessity require that City obtain the Contractor Services upon the terms and conditions set forth herein.
- D. That City and Contractor mutually desire to enter into this Agreement for the provision of the Contractor Services by Contractor for and on behalf of City, in accordance with the terms and conditions set forth herein.

2. SERVICES AND WORK

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

may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation. Unless contradictory of this Subsection 2(B), all provisions in this Agreement applicable to Contractor's performance of the Contractor Services shall also apply to the Additional Services.

- C. Standard of Performance. In performing the Contractor Services, Contractor shall use the skill and care that a highly specialized professional with significant expertise in the field would use under similar circumstances. To the extent that Contractor retains subcontractors to perform any portion of any of the Contractor Services, Contractor has a duty to City to ensure that the tasks, work, and services performed by such subcontractors meet the same highly specialized professional level, skill, and expertise expected of Contractor.
- D. Labor, Equipment, Materials. Contractor shall equip itself with all necessary labor, equipment, and materials to perform the Contractor Services specified in this Agreement. Contractor represents that the Contractor Services will be performed by Contractor or under its direct supervision, and that all personnel engaged in such work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local laws to perform the Contractor Services. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of the Contractor Services and as required by law. Contractor ensures that all goods, materials, equipment, or personal property included within the Contractor Services shall be of good quality and fit for the purpose intended.
- E. Work Site. Contractor has or will investigate the work site and is or will be fully acquainted with the conditions there existing, prior to commencement of the Contractor Services. Should Contractor discover any conditions, including any latent or unknown conditions, which will materially affect the performance of the Contractor Services, Contractor shall immediately inform City of such fact in writing and shall not proceed except at Contractor's risk until written instructions are received from the City Representative (as defined below).
- F. Independent Contractor. All Contractor Services, and all work, services, labor, equipment, and materials furnished in conjunction therewith shall be furnished by Contractor as an independent contractor, subject to the inspection and approval of City, or the City Representative (as defined below). City shall have the right to control Contractor only as to results of the Contractor Services rendered pursuant to this Agreement. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Contractor shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner. No City-provided employee benefits shall be available to the Contractor or any of Contractor's employees in connection with this Agreement. Except for the fees paid to Contractor as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Contractor for performing Contractor

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

3. AUTHORITY OF THE CITY REPRESENTATIVE

- A. City Representative. The “**City Representative**” shall be Stephanie Sandoval, Public Works Manager of City of Duarte, acting personally or through their duly authorized agents, each agent acting only within the scope of authority delegated to them.
- B. Scope of Authority. The City Representative shall convey to Contractor the decision of City regarding any and all questions which may arise as to the quality or acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work. The City Representative shall further convey to Contractor the decision of City regarding all questions which may arise as to the acceptable fulfillment of this Agreement on the part of Contractor; and all questions as to claims and compensations. The City Representative’s communicated decisions shall be final, and the City Representative shall have authority to enforce and make effective such communicated decisions so that Contractor can carry out such decisions promptly.

4. TERM OF AGREEMENT

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

5. SUSPENSION OR TERMINATION OF AGREEMENT

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

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

6. COMPENSATION

- A. Amount of Compensation. Compensation will be determined according to the Budget and Fee Schedule set forth in Exhibit B.
- B. Invoices. Contractor shall invoice City monthly for all work performed by Contractor under this Agreement. Invoices shall include billings for all charges, including authorized direct costs incurred by Contractor during the month covered by the invoice. All charges for labor, work, or services shall describe with specificity the services rendered and shall set forth the number of hours worked and hourly rates in accordance with Exhibit B. Within thirty (30) days of receipt of an invoice, and upon determination by City that the invoice is in order and that Contractor has performed all requested or required work or services in a timely and competent manner, City shall pay such invoice.
- C. Records of Contractor Services and Payments. Contractor shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Contractor Services under this Agreement. Contractor shall also maintain adequate records of Services provided in sufficient detail to produce an evaluation of Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

7. LICENSES, PERMITS, APPROVALS, FEES

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

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

8. INSURANCE AND LIABILITY

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

9. INDEMNIFICATION

- A. Contractor shall indemnify, defend (with legal counsel approved by City), and hold harmless City and City Personnel from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees, and all other costs and fees of litigation) of every nature ("**Claims**") arising out of or in connection with Contractor's negligence, recklessness, or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse City its costs of defense, including without limitation reasonable attorneys' fees, expert fees, and all other costs and

fees of litigation. Contractor shall promptly pay any final judgment rendered against City and City Personnel with respect to Claims determined by a trier of fact to have been the result of Contractor's negligent, reckless, or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive the expiration or termination of this Agreement.

- B. Contractor's obligations under this Section 9 apply regardless of whether such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by City or City Personnel. However, without affecting the rights of City under any provision of this Agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the Parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.
- C. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Contractor's negligent acts, errors, or omissions, or willful misconduct, in performing or failing to perform Contractor's obligations under this Agreement. City in its sole and absolute discretion, may withhold from any payment due to Contractor, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Contractor's obligation to pay City any sums Contractor owes City.

10. OBSERVING LAWS AND ORDINANCES

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

11. NON-DISCRIMINATION

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

12. PATENTED AND COPYRIGHTED MATERIALS

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

13. PREVAILING WAGE REQUIREMENTS

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

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

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

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

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

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

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

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

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

- C. 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:

If to City:

City of Duarte
1600 Huntington Drive
Duarte, CA 91010
Attn: Brian Chau
Email: bchau@accessduarte.com

If to Contractor:

FS Contractors, Inc.
14838 Bledsoe Street
Sylmar, CA 91342
Attn: Jose Angel Fierros
Email: angel@fscontractorsinc.com

20. WARRANTY

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

21. ATTORNEYS' FEES

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

22. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

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

23. SEVERABILITY

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

24. EXECUTION

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

25. NO WAIVER

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

26. NO THIRD-PARTY BENEFICIARIES

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

27. NON-LIABILITY OF CITY PERSONNEL

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

28. GOVERNING LAW AND VENUE

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

29. SURVIVAL

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

30. SECTION HEADINGS AND SUBHEADINGS

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

31. INTEGRATION, CONSTRUCTION, AND AMENDMENT

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

this Agreement shall be valid unless in writing, stating that it amends, changes, or modifies this Agreement, signed by all the Parties hereto.

32. COUNTERPARTS

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

33. SPECIAL PROVISIONS

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

34. CITY MANAGER AUTHORITY

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

[Signatures on following page.]

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

CITY OF DUARTE:

Brian Villalobos, City Manager

Date: _____

ATTEST

Annette Juarez, City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

Thai Viet Phan, City of Duarte

Date: _____

CONTRACTOR:

FS Contractors Inc.

Jose Angel Fierros

By: J. Angel Fierros

Its: President

Date: 1-29-25

By: Jose E. Fierros
J. Fierros

Its: Corporate Secretary

Date: 1-30-25

EXHIBIT A

Scope of Work

PROJECT DESCRIPTION:

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

TO THE CITY OF DUARTE, CALIFORNIA:

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

PERFORMANCE SCHEDULE:

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

EXHIBIT B

Budget and Fee Schedule

			FS Construction, Inc.	
Item	Quantity	Unit	Unit Price	Total Price
1 Mobilization	1	LS	\$ 3,000.00	\$ 3,000.00
2 Traffic Control	1	LS	\$ 3,000.00	\$ 3,000.00
3 Root Pruning/Root Removal	16	EA	\$ 500.00	\$ 8,000.00
4 Remove Existing Improvements and Construct 4" PCC Sidewalk	1,500	SF	\$ 17.00	\$ 25,500.00
5 Remove Existing Improvements and Construct 4" PCC Colored Sidewalk	4,000	LF	\$ 20.00	\$ 80,000.00
6 Remove Existing Improvements and Construct Curb and Gutter	350	SF	\$ 90.00	\$ 31,500.00
Total Base Bid				\$ 151,000.00

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

EXHIBIT B

-1-

EXHIBIT C

Insurance Requirements

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

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

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

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

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

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

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

(C) Concurrency of effective dates with primary policies;

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

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

B. **Contractor's Insurance General Requirements.**

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

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

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

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

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

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

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

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

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

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

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

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

D. Evidence of Coverage. Contractor shall furnish City with certificates of insurance demonstrating the coverage required by this Agreement which shall be received and

EXHIBIT C

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