



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

**CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010
Tuesday, June 9, 2026
7:00 PM**

MISSION STATEMENT

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

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

City/Authority Staff:

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

ADA ACCESSIBILITY NOTICE:

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

Notice:

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

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

Notice:

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

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

Public comment:

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

Written: Members of the public may submit written comment by emailing duarte91010@cityofduarte.ca.gov, prior to 4:00 p.m. on the day of the meeting. The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published. Comments will be distributed to the City Council and made available for public review.

5:30 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. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION pursuant to paragraph (1) of subdivision (d) of section 54956.9 of the Government Code: Jeffrey Paul v. City of Duarte, Case No. CJP-3054007

6:00 PM STUDY SESSION

- A. Interview of Candidates for Vacant Mayor's Youth Council Positions
- B. Discussion of Interviews and Candidates

7:00 PM OPEN SESSION

- 5. CALL TO ORDER AND ROLL CALL
- 6. PLEDGE TO THE FLAG
- 7. CITY ATTORNEY CLOSED SESSION REPORT
- 8. ORAL COMMUNICATIONS - SPECIAL ITEMS

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

- 9. SPECIAL ITEMS
 - A. Community Development Department Update
 - B. Parks and Recreation Department Update
 - C. Mayor's Youth Council Scholarship Recipient Recognition
- 10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS
- 11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

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

- 12. ORAL COMMUNICATIONS - CONSENT CALENDAR

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

limit may be shortened to allow all speakers the opportunity to address the City Council.

13. CONSENT CALENDAR

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

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

C. Approval of Minutes - May 26, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of May 26, 2026.

D. Approval of Warrants - June 9, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of June 9, 2026.

E. Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report for the month of April 2026.

F. Community Development Department Update

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

G. Parks and Recreation Department Update

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

H. Second Reading and Adoption of Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs

Recommended Action: Adopt Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs.

I. Second Reading and Adoption of Ordinance No. 26-04

Recommended Action: Adopt Ordinance No. 26-04.

J. Joint Use Agreement for Otis Gordon Park between the City of Duarte and the Duarte Unified School District

Recommended Action: Authorize the City Manager to sign a Joint Use Agreement by and between Duarte Unified School District and the City of Duarte.

K. Award of Contract for the Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair Project No. 26-5

Recommended Action: Approve the award of contract for the FY 25-26 Street Slurry Seal and Asphalt Repair Project to Hardy & Harper Inc. in the amount of \$191,000.

L. Approval of Professional Services Agreement with Pasadena Humane for Animal Shelter and Animal Control Services

Recommended Action: 1. Approve the Professional Services Agreement with Pasadena Humane for animal shelter and animal control services for a five-year term beginning July 1, 2026 and ending June 30, 2031 2. Authorize the City Manager to execute the agreement in a final form approved by the City Attorney 3. Authorize the first-year licensing transition approach, with the City retaining licensing administration and revenue through June 30, 2027, and licensing transitioning to Pasadena Humane through DocuPet beginning July 1, 2027 4. Direct staff to implement the service transition and public outreach plan before July 1, 2026

M. Authorization of the Purchase of a Sail Shade Structure for the Duarte Teen Center Boxing Patio Addition Project

Recommended Action: Authorize the City Manager to execute the purchase contract agreement with Shade 'N Net for a sail shade structure and installation in the amount of \$75,800.

N. LGBTQ+ Pride Month Proclamation

Recommended Action: Proclaim June 2026 as LGBTQ+ Pride Month in the City of Duarte.

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS

A. Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2026-27

Recommended Action: Adopt Resolution No. 26-22 providing for the annual levy and collection of assessments for Fiscal Year 2026-27.

B. Adoption of Ordinance amending portions of Chapter 19.42 of the Duarte Development Code “Signs”, specifically sections 19.42.100 and 19.42.140, to update signage requirements in the Commercial Freeway (C-F) Zone

Recommended Action: Conduct a public hearing and introduce for first reading Ordinance No. 26-05, amending Chapters 19.42.100 and 19.42.140 of the Duarte Development Code to update signage requirements in the Commercial Freeway (C-F) Zone.

16. ORAL COMMUNICATIONS - BUSINESS ITEMS

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

17. BUSINESS ITEMS

- A. Letter of Intent Setting Terms and Conditions for an Agreement to Obtain Reciprocal Access Easement and Parking Lot Access for the City Properties Located at 1303-1305 Huntington Drive from Adjacent Property Owners

Recommended Action: 1) accept the Letter of Intent; 2) authorize the City Manager to sign an access and parking agreement for the City owned properties at 1303-1305 Huntington Drive; and 3) approve a \$700,000 budget amendment to use Town Center Specific Plan Community Benefit Funds.

- B. Appointments of the 2026/27 Mayor's Youth Council

Recommended Action: Appoint all of the youth candidates that applied to serve on the 2026/27 Mayor's Youth Council.

- C. Fiscal Year 2026/27 Budget Workshop Highlights

Recommended Action: Approve the 2026/27 Budget and Five Year Capital Improvement Plan.

- D. Adoption of the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707

Recommended Action: Adopt the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707.

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

19. ADJOURNMENT

AFFIDAVIT OF POSTING

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

hours prior to the meeting per Government Code 54954.2.

Dated this 4th day of June 2026.
Frances Jimenez
City Clerk



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: June 2, 2026
SUBJECT: Comments on Agenda Items, Meeting of June 9, 2026

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

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

ITEM 9.C. (Special Items). Mayor's Youth Council Scholarship Recipients - Recognition of Natalie Lanza and Elisa Ramos for being awarded the first ever Mayor's Youth Council Scholarships.

ITEM 13.E. (Consent Calendar). The Finance Department has submitted the monthly report for April of 2026 for review.

ITEM 13.F. (Consent Calendar). The Community Development Department has submitted the monthly report for June 2026 for review.

ITEM 13.G. (Consent Calendar). The Parks and Recreation Department has submitted the monthly report for June 2026 for review.

ITEM 13.H. (Consent Calendar). Second Reading of Ordinance No. 26-03 - Duarte Municipal Code ("DMC") Section 9.34.040, "Posting—Time limits," provides that political campaign signs such as those signs which advocate for the election or defeat of a candidate in an election may only be posted within 31 days of an election and must be removed within 14 days after the election. This provision contradicts the time period permitted in the Duarte Development Code, which allows political campaign signs to be posted 60 days before an election and must be removed within 10 days after the election. Historically, the City has reconciled this discrepancy by permitting individuals to post signs up to 60 days before an election and remove them within 14 days. At its meeting on May 26, 2026, the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-03 will go into effect in thirty (30) days.

ITEM 13.I. (Consent Calendar). Second Reading of Ordinance No 26-04 - At its meeting on May 26, 2026 the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-04 will go into effect in thirty (30) days. In recent years, California has enacted legislation to promote housing production, including measures specifically intended to facilitate the development of Accessory Dwelling Units (ADUs). These laws limit the ability of jurisdictions to impose local development standards on projects that are otherwise consistent with the provisions of state law. For example, State ADU Law (California Government Code Sections 66310 – 66342) requires Cities to allow homeowners to build ADUs without providing offsite parking if the unit is within a half-mile of a public transit stop. Additionally, off-street parking requirements are waived entirely for junior ADUs (JADUs) and for ADUs created within a proposed or existing primary residence or accessory structure. While ADUs and JADUs help the City meet state housing goals, these state-mandated parking exemptions have inadvertently made local parking rules for standard home additions in the Duarte Development Code (DDC) stricter than those for ADU projects. Consequently, properties with ADUs are eligible for reduced parking requirements that are not available to standard residential dwellings governed by the DDC,

creating a dual set of standards for neighboring properties. As a result, staff is proposing amendments to the following sections of chapters 19.38 (Off-Street Parking Regulations and Design) and 19.100 (Other Specific Nonconforming Provisions) of the DDC

ITEM 13.J. (Consent Calendar). Joint Use Agreement for Otis Gordon Park between the City Duarte and the Duarte Unified School District - On September 23, 2026, the City Council approved the Andres Duarte School development project. The approval included: General Plan Amendment 24-02; Zone Change 24-02; Tentative Parcel Map (84544) 24-01; Site Plan and Design Review Case No. 25-19; Planned Development Permit Case No. 24-01 and an Environmental Impact Report. The project included a 169 townhome development and a full renovation of Otis Gordon Park. The development is referred to as the Crestfield Townhome development and is located at 1433 Crestfield Drive. The City has operated Otis Gordon Park for many years. The park property is owned by the Duarte Unified School District (District) and the City operates the park as part of a joint use agreement that covers many local school sites that are operated as parks. One of the conditions of the approval of the Crestfield Townhome project was that Otis Gordon Park would be redesigned and be fully upgraded by the Developer. Since the District owns the park property, the joint use agreement will be between the District and the City. The joint use arrangement for Otis Gordon Park is different from other parks and facilities covered by the existing joint use agreement, because: it is required to have a 99 year term; the residential development approval was based on this term; and this lease cannot be terminated by District action.

ITEM 13.K. (Consent Calendar). Project No. 26-5 - Award of Contract for the Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair - The Public Works Division updates the Pavement Management Program every three years. The most recent update, completed in June 2024 by Bucknam Infrastructure Group, involved a citywide pavement study evaluating each street within the City and assigning a Pavement Condition Index (PCI) rating for every roadway segment. Pavement management program's data along with staff's field investigations are key in developing an optimized priority maintenance and rehabilitation strategy based on cost-benefit analysis. The Street Slurry Seal and Asphalt Repair Project supports the goals of the Pavement Management Program by extending pavement lifespan. The project includes crack sealing, slurry seal application, water infiltration prevention, surface restoration, and skid resistance improvements. In addition, the project addresses the removal and replacement of localized pavement failures, pothole patching, and other necessary asphalt repairs. Repairs around manhole covers are also included, as these areas are common points of pavement failure that can contribute to potholes and asphalt deterioration. The specifications for this project were made available and the project was published in accordance with the Duarte Municipal Code (DMC) Section 2.36.060. On April 30, 2026, nine (9) bids were submitted electronically. Estate Design and Construction, Inc. was the lowest bidder. However, upon standard evaluation of submitted materials, the bid proposal is deemed non-responsive and rejected. The lowest responsible and responsive bidder is Hardy & Harper Inc. They have successfully completed multiple similar projects in various cities including Adelanto, Cathedral City and Bell Gardens. Their federal and state license status has been verified. The FY 25-26 Street Slurry Seal and Asphalt Repair Project was included in the 2025/2026 Capital Improvement Program Budget. The project cost is \$210,100 which is the contract amount with a ten percent contingency and is funded by Gas Tax and Measure R allocations.

ITEM 13.L. (Consent Calendar). Approval of Professional Services Agreement with Pasadena Humane for Animal Shelter and Animal Control Services - The City of Duarte has historically used a hybrid animal control model that relied on outside shelter services while City staff performed field response, after-hours coordination, deceased animal response, licensing, and other animal-related duties. This model was workable while shelter-only contract options were available, but the market has shifted. Animal welfare agencies are increasingly moving away from shelter only service models and toward full-service animal control contracts. From June 2024 to July 1, 2025, the City contracted with San Gabriel Valley Humane for sheltering services for approximately \$85,000 annually, and that agreement included an after hours

response. After San Gabriel Valley Humane was absorbed by Inland Valley Humane Society, the City received a bridge sheltering services proposal of approximately \$100,000 with no after-hours response. Inland Valley Humane also advised that shelter only service is not a long-term model they intend to provide after one year. Staff evaluated available alternatives, including Pasadena Humane, Los Angeles County Animal Care and Control, SEAACA, Inland Valley Humane/San Gabriel Valley Humane, La Puente's future shelter, and the possibility of building City-owned shelter capacity. Based on cost, service level, risk, timing, and long-term sustainability, staff recommends approving a full-service animal shelter and animal control agreement with Pasadena Humane. On May 12, 2026, the City Council conducted a workshop on animal control services. At that workshop, staff reviewed the current service challenges, available contract options, the proposed Pasadena Humane transition, staffing impacts, licensing phase-out, fiscal considerations, and public outreach plan. Council provided direction for staff to proceed with the Pasadena Humane transition plan and return with a formal agreement for consideration on June 9, 2026. The Year 1 contract cost is \$7,792 per month, or \$93,504 annually. The Year 1 licensing revenue will remain with the City through June 30, 2027. These amounts were included in the proposed FY 27 Budget. Beginning July 1, 2027, licensing will transition to Pasadena Humane through DocuPet and future licensing revenue will be retained by Pasadena Humane.

ITEM 13.M. (Consent Calendar). Authorization of the Purchase of a Sail Shade Structure for the Duarte Teen Center Boxing Patio Addition Project - At the March 10 City Council Meeting, the Council approved the award of contract for the construction of phase one of the Duarte Park Revitalization Plan, which consists of an enclosed outdoor patio, furnished with sports related equipment and shading for the Duarte Boxing Program at the Teen Center. To provide shading for the entire patio area, City staff, in alignment with site plans, is recommending purchasing a four-post sail shade structure from Shade N' Net. The purchase comes with the engineered drawings, shipping, and installation. Additionally, City staff is recommending purchasing the sail shade structure from Shade N' Net's National Buy Board Purchasing contract, in the amount of \$75,800. The National Buy Board Purchasing Cooperative is a cooperative formed by government entities to streamline the buying process for public schools, municipalities, and other government entities. Once the order is placed, Shade N' Net anticipates a seven-to-ten-week lead time.

ITEM 13.N. (Consent Calendar). LGBTQ+ Pride Month Proclamation - President Bill Clinton, on June 2, 2000, declared June as "Gay & Lesbian Pride Month" to commemorate the June 1969 Stonewall uprising in lower Manhattan which was foundational in the civil rights movement for the LGBTQ+ community; and on June 7, 2009, President Barack Obama expanded the commemoration further by declaring June to be "Lesbian, Gay, Bisexual, and Transgender Pride Month". The City of Duarte recognizes the importance of equality and freedom, and we must remain committed to combating discrimination against any person based on race, ethnicity, national origin, religion, gender, sexual orientation, disability, age, and citizenship status to ensure the growth and success of our City. The City of Duarte proclaims the month of June 2026 as "LGBTQ+ Pride Month"; and encourages all residents to celebrate our rich diversity, advance equity, and ensure opportunities for all.

ITEM 15.A. (Public Hearings). Resolution No. 26-22 - Levy and collection of assessments within the Lighting and Landscape Assessment District - Fiscal Year 2026-27 - At its meeting on May 12th, the City Council adopted Resolution No. 26-14 that: (1) declared the City Council's intention to levy and collect assessments for Fiscal Year 2026-2027; (2) provided the Engineer's Report indicating the amounts of the proposed assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment; and (3) set this date for the evening's Public Hearing. Annually, the City Council is required to hold a Public Hearing to establish property assessments to pay for the Lighting and Landscape Assessment District. There is no change to the Citywide Assessment. In some neighborhood zones, the assessment is allowed to increase annually by the annual increase in the Consumer Price Index (CPI) for the Los Angeles-Long Beach Anaheim, CA area. This year the increase in the CPI for the year ending December 31, 2025 was 3.0%. In the zones where the assessment may be increased, the assessments may

increase to the maximum allowable rate of 3.0%. The Engineer's report addresses this issue in detail. The assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code. A few of the neighborhood districts have moved into a consistent deficit and this issue needs to be addressed soon. The City has hired a consultant that is in the process of developing a plan to address each neighborhood district. Solutions may include a vote to increase the assessment or possibly dissolving the district. The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$320,543 for maintenance in the city's various neighborhood zones.

ITEM 15.B. (Public Hearings). Adoption of Ordinance amending portions of Chapter 19.42 of the Duarte Development Code "Signs", specifically sections 19.42.100 and 19.42.140, to update signage requirements in the Commercial Freeway (C-F) Zone - The Duarte Development Code (DDC), adopted in 2010, establishes development standards related to commercial building signage. Under current DDC provisions, businesses located within the Commercial Freeway (C-F) Zone are permitted one (1) primary frontage wall sign, two (2) secondary frontage wall signs, and two (2) special identification signs. The maximum allowable area for a primary frontage sign is 200 square feet (sf) while the secondary frontage signs are limited to 50 sf each. Special identification signs may be up to eight (8) sf for each primary use with a tenant space 10,000 sf or greater and a maximum of two (2) signs for each primary use. The C-F Zone was designed to apply to properties along the Interstate 210 corridor. Properties in this zone are intended for "auto-oriented, and regional-serving retail commercial developments that benefit from the increased exposure and regional traffic." The C-F Zone currently has a mix of car dealerships and freeway oriented commercial centers. These commercial centers are anchored by big box retail buildings that are the main regional draws to the center. Allowing these larger tenant spaces to install signage that is appropriate in size and scale is important in providing that increased exposure to regional traffic. Staff was made aware of overly restrictive sign requirements following a recent sign application filed by Vallarta Supermarket located at 1470 Mountain Avenue. The Vallarta building (formerly occupied by Best Buy) faces the I-210 freeway and its building elevations are highly visible from the freeway. If the current Code requirements were strictly followed, the building's signs would have limited visibility from the freeway. As a result, staff worked with the sign designer and Vallarta Supermarket to develop signs that match the scale of the building, are not unnecessarily larger, are visible from the freeway and are well designed. While this proposed change would apply to all C-F properties, it is limited to main tenants that are anchor tenants in centers along the freeway. When buildings or tenant spaces are larger, especially when they have freeway visibility, larger signs are warranted. In this specific case, the signs being proposed are consistent with the scale of the building and are reasonable for a large, freeway frontage building. Overall, the amendment to the sign regulations in the C-F Zone would allow tenants of 40,000 square feet or more to design wall signage that better reflects and complements the overall scale of these larger buildings. The new amendment is designed to be consistent with similar commercial centers within the City under different regulations.

ITEM 17.A. (Business Items). Letter of Intent Setting Terms and Conditions for an Agreement to Obtain Reciprocal Access Easement and Parking Lot Access for the City Properties Located at 1303-1305 Huntington Drive from Adjacent Property Owners - The City owns the properties at 1303-1305 Huntington Drive. The property at 1305 Huntington Drive was purchased in 2009. The building had been occupied by Western Dental. The City later demolished the building but kept the parking in place. This property has reciprocal access with the adjacent shopping center, but is not a participating member in the property owners association that maintains the parking lot area. The City purchased the 1303 Huntington Drive property in 2017. This property had a separate parking area and a building that was occupied by Sparr Liquor. The City demolished this property and its parking area. This property does not have reciprocal access rights with the adjacent shopping center. With both the 1303 and 1305 Huntington Drive properties being vacant and adjacent, the lot area is approximately 29,960 square feet. Of this area, approximately 12,500 square feet is taken up by parking and driveway area. As a result, the remaining developable area is quite small, considering necessary setbacks and parking. Because this area is small, the most efficient use of the

properties is to merge them to provide one development property. Yet, both properties do not have reciprocal access rights with the adjacent shopping center. The property owner group has agreed to provide the City's properties with reciprocal access and parking and to include the City properties in the maintenance association for the shopping center. These changes are a big advantage for the City properties. The ability to have access to the much larger parking field will help attract stronger tenants to the City property. Participation in the maintenance association will allow the City property to have a proportional share in the overall parking lot maintenance which will be a more cost effective approach. In return for the easement for reciprocal access and parking and inclusion in the maintenance association, the City would pay \$700,000. The proposed funding for this payment is the Town Center Specific Plan Community Benefit Fund that was set up to benefit economic development in the Town Center area. While the main goal of the agreement is improving the desirability of the City owned property, the spin off impact on the shopping center will be positive.

ITEM 17.B. (Business Items). Appointments of the 2026/27 Mayor's Youth Council - In April of 2008, the City of Duarte's Mayor's Youth Council (MYC) was established. The MYC is a leadership development program in which teens in grades 8 through 12 are given an opportunity to advise, recommend, assist, and encourage activities to be undertaken for and with teens in the City. The young people selected to serve will be provided an opportunity to learn and contribute to the community, engage in volunteer activities, network with professionals throughout the community, undertake leadership and training programs, and implement ideas through practical actions and programs in the community. MYC members will also participate in and encourage other teens to participate in programs and activities facilitated out of the Duarte Teen Center and will assist in the creation, development, and implementation of programs and activities for teens at the Teen Center and in the City.

ITEM 17.C. (Business Items). Fiscal Year 2026/27 Budget Workshop Highlights - The City Council held a Capital Improvement Project ("CIP") Workshop on April 14, 2026, and then held the FY 2026/27 Budget Workshop on May 5, 2026. The recommended budget and Capital Improvement Plan aim to include information and general direction that was provided at these two workshops. The 2026/27 General Fund budget, as recommended, includes a deficit of \$4.5 million. The primary impact is the Duarte Park Phase II project, which is budgeted at \$5.2 million in General Funds (\$2.1M former ARPA fund balance and \$3.1M unassigned general fund balance) and \$273,000 of Park Development Grant funds. If this budget were approved as recommended, Unassigned General Fund balance at year-end of 2026/27 would be \$27 million, which covers 88% of current year General Fund expenses.

ITEM 17.D. (Business Items). Adoption of the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707 - The Ralph M. Brown Act requires that, with limited exceptions, all meetings of a legislative body of a local agency be open and public and that all persons be permitted to attend and participate. In 2025, the Legislature adopted Senate Bill 707 (Durazo), which amends the Brown Act and establishes additional teleconference and public access requirements for eligible legislative bodies. The bill becomes operative on July 1, 2026, and remains in effect until January 1, 2030. Beginning July 1, 2026, among various new requirements, the Duarte City Council will be required to: provide members of the public with the option to attend meetings through a two-way telephonic service or a two-way audiovisual platform; continue to provide live webcasting of meetings; and translate meeting agendas into any language spoken by at least 20 percent of the City's population. The City of Duarte will utilize Zoom Webinar to provide public access to meetings. This platform allows remote participants to listen to the meeting and to provide public comment when allowed by the City Clerk. For both non-agenda public comment and comments on specific agenda items, in-person speakers will be called first, followed by remote participants. Remote participants will be audio-only and will not have the ability to enable video or share their screens. SB 707 also requires that, on or before July 1, 2026, the City Council adopt a policy addressing disruptions to telephonic or internet service occurring during public meetings. The policy must establish procedures for recessing and reconvening a meeting in the event of a service disruption and outline

the good-faith efforts the City will make to restore service. If telephonic or internet service fails and the public is unable to participate as a result, the meeting must be recessed while the City makes a good-faith effort to restore service. The City Council may not reconvene the open session of the meeting until at least one hour after the disruption or until service is restored, whichever occurs first. The City Council may meet in closed session during this period. If service has not been restored after one hour, the meeting may resume if the City Council adopts a finding by roll-call vote that good-faith efforts to restore telephonic or internet service have been made. Adoption of the City Council Policy on Disruptions of Telephonic or Internet Service during Public Meetings ensures compliance with Senate Bill 707 and supports the City's commitment to transparency and public access. The policy establishes clear procedures for handling unexpected telephonic or internet service disruptions, ensuring continuity of government, minimizing confusion during meetings, and helping to preserve the public's right to participate.

CITY OF DUARTE

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

**Tuesday, May 26, 2026
5:30 PM — Closed Session
7:00 PM — Regular Session**

5:30 PM CLOSED SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 5:42 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia (arrived at 5:54 p.m.), Calderon, Kang, Martin Del Campo
Councilmembers Absent: None
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Frances Jimenez, City Clerk
Brianna Solis, Deputy City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

None.

4. CLOSED SESSION

The City Council recessed into Closed Session at 5:42 p.m. to discuss the following:

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

CONFERENCE WITH LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Section 54957.6(a).

AGENCY NEGOTIATOR: Thai Viet Phan, City Attorney.
UNREPRESENTED EMPLOYEE: City Manager Brian Villalobos

7:00 PM OPEN SESSION

5. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 7:13 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo
Councilmembers Absent: None
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of Administrative Services
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services

Manuel Enriquez, Director of Parks and Recreation
Andres Rangel, Assistant to the City Manager
Frances Jimenez, City Clerk
Brianna Solis, Deputy City Clerk
Albert Nuñez, Management Analyst
Melanie Grigorian, Administrative Secretary
Alvaro Gomez, Planning Manager
Stephanie Sandoval, Public Works Manager

6. PLEDGE TO THE FLAG

The flag salute was led by Oliver Vigil.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

9. SPECIAL ITEMS

A. Mayor's Youth Council Update

Victoria Ramirez gave an update on recent and upcoming Mayor's Youth Council events; shared the positive impact and benefits of participating in the Mayor's Youth Council based on her experience; and encouraged interested individuals to apply.

In response to questions made from the City Council, Victoria Ramirez stated that this would be her last update until the beginning of the Fall semester; shared that she will be attending the University of Southern California (USC); and highlighted that she served as President of the Mayor's Youth Council during the current year,

The City Council expressed appreciation for her time and service on the Mayor's Youth Council; congratulated her on her acceptance USC; and wished her the best in future endeavors.

B. Public Safety Department Update

Public Safety Director Breceda reported a 15.5% year-to-date increase in Part 1 crimes; noted that crime rates remain 29.6% lower compared to 2021 levels; shared that ongoing special operations in high-crime areas remain focused on deterring catalytic converter thefts during peak activity times; and highlighted collaboration with partner agencies to identify alternative crime prevention strategies, including the use of Flock and portable camera systems and neighborhood canvassing efforts. Additionally, he shared that the Riverbed operations continue in coordination with Azusa, Irwindale, and the United States Army Corps of Engineers; noted that positive feedback had been received regarding coordination with local schools on high visibility traffic enforcement efforts and e-bike enforcement along the trail; and announced that the first Neighborhood Watch campaign had recently launched, with two additional campaigns planned in the coming months.

In response to questions asked by the City Council, Director Breceda confirmed that Part 1 crimes had increased, while noting an overall downward five-year trend of 29% and clarified that catalytic converter thefts are classified as Part 1 crimes.

The City Council shared that they had received compliments regarding the increased activity in the Royal Oaks area; expressed appreciation for the efforts related to e-bike enforcement, as well as the riverbed cleanups; and suggested increased supervision at the 7-Eleven located off Las Lomas to address increased activity in the area. In response, Director Breceda stated that staff would increase focus on that area. In addition, the City Council complimented the work being done at Royal Oaks and Mount Olive in regard to traffic enforcement.

Per questions asked by the City Council, Director Breceda informed that stolen catalytic converters are not sold as whole pieces, but rather scraped for valuable metals, which are then sold separately and noted that the materials are sold out-of-state rather than locally. In response, the City Council thanked the City staff for creating a safe environment.

10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Jenny Gable, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

Per questions by the City Council, Assistant to the City Manager Rangel stated that the World Cup Viewing Party, "One Nation Under Gol," is free to attend and highlighted that it is a community watch party rather than an official fan zone.

The City Council expressed their excitement for the event; thanked City staff for their efforts in creating the event; and encouraged residents to attend.

In response to questions made by the City Council, Assistant to the City Manager Rangel confirmed that City merchandise would be available for sale at the event.

The City Council highlighted the early display of the banners; shared observations that neighboring cities had begun hosting events to celebrate the World Cup; and thanked Supervisor Barker for their support.

Per the final question asked by the City Council, members of the City Council and the City staff confirmed that a t-shirt cannon is available.

11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Neil Furukawa stated that he received a parking ticket; suggested that the parking tickets include the full address; noted that two parking signs are obstructed, one by an untrimmed tree and the other by a parked van; expressed appreciation for the recent tree trimming efforts; and shared research and historical insights regarding the Duarte Mesa and the origin of its name.

Sherry Ho thanked the Planning Department for its efforts in collaborating with her team on the Wyndham Suites by Wyndham hotel project; shared that the architect has received the comments from City staff; noted that the two hotel directors had intended to attend the meeting to express their appreciation but were unable to do so; and informed that Wyndham has three departments currently working on the project. Additionally, she shared that the project team has partnered with a lender site engineer who was unable to attend the meeting; noted that the lender site engineer is responsible for reviewing and approving multiple project items and emphasized that the engineer supports the project and will help ensure it proceeds efficiently; and shared that the hotel management team which attended a previous meeting, currently has about 20 individuals working on the project and intends to complete the project as soon as possible.

Steve Hernandez shared that Sherry's team is very enthusiastic about the Wyndham Suites by Wyndham hotel project; provided insights into the hotel's interest in opening a new location in the City; noted that the project architect is local and well-known to City staff; and expressed appreciation for the project.

12. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

13. CONSENT CALENDAR

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

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

C. Approval of Minutes - May 12, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - May 26, 2026 (CC/HA/FA).

E. Receive and File the Public Safety Department Update.

F. Receive and File the Strategic Plan Update.

G. Adoption of Resolution No. 26-18 to approve Fiscal Year 2026-27 SB1 Funding: The Road Repair and Accountability Act of 2017 Project List.

H. Adoption by title only, Resolution No. 26-16, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

I. Adoption of Resolution No. 26-19 calling for a General Municipal Election to be held on November 3, 2026, to fill seats for four City Council Districts; Resolution No. 26-20 requesting that the Los Angeles County Board of Supervisors consolidate the General Municipal Election with the Statewide General Election; and Resolution No. 26-21 adopting regulations pertaining to candidate statements.

J. Acceptance of the Notice of Completion: Highland Promenade Project for Green Giant Landscape Inc. in the amount of \$1,140,648.61.

K. Authorization for the City Manager to execute the request for Additional Services with Dahlin Group, Inc. for the expanded design scope, which includes incorporation of a parking lot into Phase II of the Duarte Revitalization Project and approval of a budget amendment of \$17K.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt items 13A-13K of the Consent Calendar.

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

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

15. PUBLIC HEARINGS

A. Adoption of Ordinance amending portions of Chapter 19.38.050 of the Duarte Development Code “Off-street Parking requirements”, specifically sections 19.38.050(F), 19.38.050(l)(4) and Table 3-4 including Chapter 19.100.020 to update standards related to single-family residential additions and off-street parking requirements

Administrative Secretary Grigorian presented the proposed amendment to update standards for single-family residential additions and off-street parking requirements; shared a scenario illustrating the need for the amendment; noted recent changes to Accessory Dwelling Unit (ADU) laws; highlighted the goal of updating the code to prevent further inequities; explained the proposed code changes; and shared City staff's expectations regarding the impact of the amendment.

In response to questions made by City Council, Administrative Secretary Grigorian stated that additions greater than 250 or 600 square feet would be permitted as long as they comply with all other applicable development standards. Community Developer Hensley added that additional limitations would include setback requirements and a maximum 35% lot coverage standard.

The City Council expressed appreciation for the presentation; shared insights regarding the increase in development activity resulting from recent state law changes and ADUs; emphasized the City's already limited parking availability; and expressed hope that state laws may be modified in the future.

In continuation, the City Council discussed SB 1123 introduced by Senator Wiener; highlighted that many residents do not utilize their garages for vehicle parking and therefore may not experience significant impact from the changes in state laws; noted that the amendments are intended to align with state standards while promoting equity and housing opportunities within the community; and conveyed appreciation to Administrative Secretary Grigorian for the presentation.

Mayor Martin Del Campo opened the Public Hearing.

Public Comment:

None.

Mayor Martin Del Campo closed the Public Hearing.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to conduct a public hearing and introduce for first reading Ordinance No. 26-04, amending Chapters 19.38.050 and 19.100.020 of the Duarte Development Code to update standards for single-

family residential additions and off-street parking requirements.

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

B. Amendments to the Duarte Municipal Code (“DMC”) to clarify inconsistencies regarding posting of political campaign signs in the DMC and the Duarte Development Code

City Attorney Phan shared that the purpose of this amendment is to ensure that both the municipal and development codes are consistent regarding election signs; noted that a previous discrepancy existed between the development code and municipal code concerning the permitted time periods for election signs; and clarified that political campaign signs may be erected no more than 60 before an election and must be removed within 10 days following the election.

The City Council commented that this serves as a reminder that local election season is approaching and shared insights on who is responsible for leaving behind their election signs.

Per questions made by the City Council, City Attorney Phan confirmed that Public Safety Director Breceda may issue code enforcement citations to individuals who fail to remove their signs.

Mayor Martin Del Campo opened the Public Hearing.

Public Comment:

None.

Mayor Martin Del Campo closed the Public Hearing.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to conduct a public hearing and approve the introduction of Ordinance No. 26-03 for the first reading of an Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs.

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

16. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

17. BUSINESS ITEMS

A. Citywide Objective Design Standards for Multifamily and Mixed-Use Residential Development Projects

Planning Manager Gomez presented the resolution that established citywide objective design standards for multifamily and mixed-use residential development projects; provided background information regarding new state laws, informed on what citywide design standards are, and provided examples of such standards; displayed the City's current development code; highlighted the reasoning for creating the new resolution and what adopting it will do for the City; and explained where these standards will apply. In addition, he added that, in order to create the new proposed rules, the City participated in a regional process which was organized and funded by the San Gabriel Valley Council of Governments.

San Gabriel Valley Council of Governments consultant, Phil Burns, noted that the initiative originated with planning directors and planners who identified a major need to comply with state law; noted that funding was provided by the Southern California Association of Governance through the 2.0 program; and described how the effort improved understanding of different areas within the City and helped establish standards for a variety of local conditions. Consultant Burns further emphasized that the standards would be used for multifamily and mixed-use development; distinguished between house-scale and block-scale zoning standards; and highlighted the use of photographic examples to clarify expectations for each topic.

Planning Manager Gomez shared the goal of this exercise and listed successful development projects; explained what the objective design standards establish and the designs the City is trying to avoid.

In response to questions raised by the City Council, Planning Manager Gomez reassured that adopting the resolution would preserve the City's ability to enforce high-quality design standards; noted that the designs being referenced represent the quality of Huntington, Esperanza, and Salona; emphasized that future projects should strive to reflect similar design quality; reiterated that the design standards are intended to serve as guidance rather than as prescriptive requirements; confirmed that there would be no need to demolish existing buildings, as the objective is to provide a more holistic framework for the type of development the City seeks to encourage.

Community Development Director Hensley shared that there have been scenarios in which developers have submitted new projects under the Builder's Remedy provision, where state law limits the City's discretion in reviewing proposals; explained that the quality of previously submitted projects have proven to be poor, which prompted the Council of Governments (COG) to pursue grant funding to support this effort; and noted that these situations are often associated with housing sites proposing austere concepts.

Per questions from the City Council, Planning Manager Gomez confirmed that the resolution resembles an Adaptive Reuse Potential (ARP); emphasized that the objective design standards are not intended to be prescriptive or to mandate a single architectural design, but rather to provide flexibility through mechanisms such as the Plan Development Permit process, allowing developers to propose a variety of designs.

The City Council expressed concerns regarding the possibility of being restricted to a particular design style and emphasized the importance of maintaining the City's flexibility in selecting preferred project designs.

Consultant Burns acknowledged these concerns; stated that they had been carefully considered throughout the process; confirmed that while objective design standards may limit the range of potential designs, there is no requirement mandating the use of a specific architectural style.

The City Council highlighted the similar design qualities found in the City's successful projects Solano and Huntington and expressed appreciation to Consultant Burns for his responses. Consultant Burns explained that the intent is to codify stronger design principles and provided a scenario for clarification. In response, the City Council asked whether this is where articulation requirements would apply. Consultant Burns confirmed that it is and noted that the architectural styles identified in the Town Center Specific Plan remain unchanged, with no new styles being added.

Discussion ensued regarding the City Council's concerns about the possibility of development styles being restricted.

Consultant Burns and Director Hensley reassured the City Council that the purpose of the resolution is not to restrict project designs, but rather to ensure that developments meet high-quality design standards and to avoid poor or incompatible project outcomes.

The City Council expressed appreciation for everyone's efforts.

The City Council also questioned whether the Resolution is a public hearing item. City Attorney Phan responded that City staff would review the matter further and return with clarification.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the City Council to conduct a public hearing and adopt Resolution No. 26-17 establishing Citywide Objective Design Standards for multifamily and mixed-use residential development projects as required by State law.

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

B. Selection and Approval of 2025 Call for Artists Utility Box Art Designs and Implementation of Remaining City-Owned Utility Box Locations

Management Analyst Nuñez gave a presentation regarding designs submitted for the remaining City-owned utility box locations; noted that the deadline to submit designs was extended and allowed submissions from the greater Los Angeles area; highlighted that the City received 81 complete applications; and informed that the goal is to start insulation to start in the late summer. Additionally, Management Analyst Nuñez, shared this year's design theme, "Duarte Past, Present, and Future"; noted

that the artists were able to choose from a variety of subthemes, and highlighted the few city-owned utility box locations that remain.

In response to questions from the City Council, Management Analyst Nuñez stated that, based on Google Maps, utility boxes owned by the City of Monrovia do not appear to contain artwork; added that he would conduct a site visit to confirm this information; and explore potential partnership opportunities in the future.

Management Analyst Nuñez reviewed the number of locations containing traffic controller and meter pedestals; explained that City staff's recommendation was intended to maximize the use of the high-quality of artwork received while providing flexibility as the program continues to expand; highlighted the implementation cost of \$22,000; and explained why some locations included three design options instead of two.

In response to additional questions from the City Council, Management Analyst Nuñez stated that City staff would further investigate the possibility of creating murals on unoccupied building walls and review any applicable regulations associated with such projects.

Management Analyst Nuñez then presented the proposed designs for Location 1, located at the south-east corner of Huntington Drive and Mountain Vista Plaza. Following discussion regarding the proposed artwork, the City Council selected the "Route 66 - Then and Now" design by Daniel Arias. The City Council also expressed interest in reserving the Tongva Tribe design for a future utility box location closer to the San Gabriel Valley.

Management Analyst Nuñez continued with Location 2, located at the south-east corner of Huntington Drive and Buena Vista Street. In response to questions from City Council, he noted that this location contains two utility boxes; reiterated that City staff would work with the selected artist to either create a smaller complementary design or modify the orientation of the existing design to accommodate both boxes; and confirmed the location. During the discussion, Management Analyst Nuñez identified which artist was from Duarte; noted that Location 5 and 6 are the closest to the riverbed; and stated that an additional traffic controller location remains available for artwork. Following discussion, the City Council elected to defer its selection for this location and return to it later in the meeting.

Management Analyst Nuñez then presented the proposed designs for Location 3, located at the south-east corner of Huntington Drive and Brycedale Avenue. Following brief discussion, the City Council selected the "Our Community in Bloom" design by Victoria Jean Cruz.

Management Analyst Nuñez continued with Location 4, located at the north-east corner of Huntington Drive and Pops Road. In response to questions from the City Council, he explained that the artist's submissions were submitted as complete packages, limiting the ability to mix designs within a location; noted that, for the "Human Kaeidoscope" design, City staff would need to request a complete rendering from the artist or display the canvasses together to better visualize the final appearance. Following discussion, the City Council selected the "Duarte Cruzin" design by Taleen Janian.

Management Analyst Nuñez continued and presented Location 5, located at the north-west corner of Huntington Drive and Highland Avenue. Per questions made by City Council, he stated that this location contains two boxes. The City Council reviewed the proposed artwork and selected the "Looking Bright & a Fruitful Past" design by Britney Lin.

Management Analyst Nuñez continued with Location 6, located at the south-east corner of Huntington Drive and Las Lomas Road. The City discussed the proposed artwork and selected the "Paws on Route 66" design by Rianna Titular.

Returning to Location 2, in response to questions from the City Council, Management Analyst Nuñez confirmed that any of the previously non-selected designs could be considered for this location and noted that the selected artwork could be modified to appear brighter. Following the discussion, the City Council selected the "Tongva Tribe" design by Alexander Zakari.

Management Analyst Nuñez then transitioned to the meter pedestal locations and presented the proposed designs for Location 7, located at the 900 block of Huntington Drive. A discussion followed regarding the artwork options. The City Council selected "Sunday Drive" by Ricardo Cerezo. The City Council also suggested reserving the "Route and Roots: Duarte, CA" design for consideration at a later location.

Management Analyst Nuñez continued with Location 8, located at the North-west corner of Huntington

Drive and Brycedale Avenue. The City Council discussed the proposed artwork and suggested a minor modification to the design. Following discussion, the City Council selected the "LA Lovin" design by Jolyna Vicerra. City Manager Villalobos inquired whether the proposed modification would need to be brought back to the City Council if the artist declined the requested change. The City Council indicated that further review by the Council would not be necessary.

Management Analyst Nuñez continued with Location 9, located at 1551 Huntington Drive. During dialogue about the artwork options, he confirmed that the "Route and Roots: Duarte, CA" design remained available for consideration. Following discussion, the City Council selected the "Route and Roots: Duarte, CA" design by Omar Mejia.

Management Analyst Nuñez continued with Location 10, located at the 2400 block of Huntington Drive. Discussion ensued regarding the artwork options. Per questions asked from the City Council and City staff, Management Analyst Nuñez noted that this was the final meter pedestal location and confirmed that the "Seeds of Our Descendants" design remained available for consideration. Following discussion, the City Council decided to move forward and return to the location later in the meeting.

Transitioning to the median island irrigation control boxes, Management Analyst Nuñez continued with location 11, located at the 900 block of Huntington Drive and informed the City Council that the "Orange Grove" design was not eligible for selection. Discussion ensued regarding the proposed artwork. The City Council selected the "Desert Beauty" design by Jolyna Vicerra. Per questions asked by the City Council, Management Analyst Nuñez explained that QR codes would be added to each publicly accessible utility box and would direct users to the City of Duarte webpage.

Management Analyst Nuñez continued with Location 12, located at the 1500 block of Huntington Drive. Following discussion regarding the artwork selection, the City Council moved forward with the "Flora and Finch" design by Daisy Carlene Villaseñor. Management Analyst Nuñez noted that selecting this design would keep the project below the prevailing wage limit.

Management Analyst Nuñez continued with Location 13, located at the 1900 block of Huntington Drive. Dialogue continued with the selection of the proposed artwork. The City Council selected the "Dancing Marigolds" design by Sarah Soward. In response to a question from the City Council, Management Analyst Nuñez noted that QR codes would not be included on those irrigation control boxes due to safety concerns.

Management Analyst Nuñez continued with Location 14, located at the 2400 block of Huntington Drive. During discussion of the proposed artwork, he noted that the artist had submitted two finalized design options. The City Council selected "Living Together Along the Route — Version 2" by Kim Gaeta.

Management Analyst Nuñez then presented the proposed designs for Location 15, located at the 2700 block of Huntington Drive. In response to questions from by City Council, he confirmed the location and noted that the artist, Nick Hermida, is a Duarte resident. Following discussion, the City Council selected the "San Gabriel River Route 66" design by Nick Hermida.

Management Analyst Nuñez returned to Location 10 and noted that an additional reserved design remained available for consideration. Discussion ensued regarding the proposed artwork selection. In response to further questions asked by the City Council, Management Analyst Nuñez confirmed that the "Orange Grove" design was not eligible for consideration and noted that another design by Kim Gaeta had already been selected for a different location. The City Council selected "Living Together Along the Route — Version 1" by Kim Gaeta.

Management Analyst Nuñez reviewed the Fiscal Year 2025/26 budget allocation for the utility box art; reiterated the estimated implementation cost of \$22,000 for the remaining locations; and provided an overview of the total project costs and remaining balance within the Public Art account. The City Council expressed appreciation for the presentation. In response to additional questions, Management Analyst Nuñez confirmed that the QR codes would incorporate the Duarte logo; noted it would be designed to blend into the artwork and would be included in the locations that are accessible to the public; and noted that the artists would receive a stipend of \$400 and that installation costs for the median island irrigation control boxes were estimated at \$850 per box.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to 1) select and approve recommended designs for each utility box location as part of the 2025 Call for Artists for the City's Utility Box Art Program, 2) authorize City staff to retain and implement non-selected finalist artwork submissions from the 2025 Call for Artists at remaining City-owned utility box locations, subject to artist consent, and 3) approve a budget amendment in the amount

of \$22,000 for implementation of the remaining utility box locations.

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

A. Citywide Objective Design Standards for Multifamily and Mixed-Use Residential Development Projects

City Attorney Phan requested that the City Council return to Business Item 17A regarding Resolution No. 26-17 and requested a motion for reconsideration due to edits that had been made to the resolution.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to reconsider the item.

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

City Attorney Phan confirmed that the reconsideration could be conducted at that moment and noted that she will read the changes into the record. In continuation, City Attorney explained that the revisions to Resolution No. 26-17 consist of changing any references to a ‘public hearing’ to ‘public meeting’.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the City Council to conduct a public meeting and adopt Resolution No. 26-17 with the revised changes establishing Citywide Objective Design Standards for multifamily and mixed-use residential development projects as required by State law.

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

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

Public Safety Director Breceda reported that he attended the California Contract Cities Association (CCCA) Annual Municipal Seminar in Indian Wells.

Community Development Director Hensley reported that he attended the International Council of Shopping Centers (ICSC) Conference along with several Councilmembers.

City Manager Villalobos shared that he attended the North San Gabriel River Working Group meeting with Councilmember Garcia and noted ongoing efforts toward establishing a Joint Powers Authority (JPA) with the cities of Irwindale and Azusa, as well as pursuing a lease agreement with the U.S. Army Corps of Engineers; reported he attended the ICSC Conference with Community Development Director Hensley and Councilmembers Garcia and Truong; announced an anticipated mid-October opening for the Vallarta Supermarket; and highlighted the possibility of presenting an agreement with Sky Zone at the following Council meeting.

Councilmember Garcia shared that he attended the Turner & Stevens Memorial Day observance, hosted by the Allied Veterans Council, with Mayor Martin Del Campo; discussed Senate Bill 79; expressed appreciation for state representatives; and suggested informing residents that the measure is a state mandate and that the City has opposed it. Councilmember Finlay added that attorneys are exploring ways to address the legislation while emphasizing the continued need for housing. In addition, Councilmember Garcia shared that he attended the ICSC Conference; congratulated Councilmember Truong on his efforts; and thanked City Manager Villalobos and Community Development Director Hensley for coordinating meetings. Lastly, he noted that he attended the Falcon's California Interscholastic Federation (CIF) playoff game and congratulated the team on advancing to the second round; discussed the potential for a mural at the Bank of America and other businesses; announced that he attended the Senior Center Volunteer Recognition dinner and expressed his appreciation for everyone efforts; and congratulated his sister on her graduation.

Councilmember Calderon shared that he attended the Road to 2028 event hosted by Los Angeles County

in Pico Rivera; a Memorial Day event in El Monte; and expressed enthusiasm about the New York Knicks advancing to the finals.

Councilmember Finlay shared that she attended the CCCA Conference and announced their new president, John Erickson. She also shared she attended the Route 66 sign viewing in Claremont, the Mayor's Youth Update Summer Kickoff, and the Senior Volunteer Dinner. In response to her inquiry, Parks and Recreation Director Enriquez confirmed the number of staff at the Senior Center and noted the support of volunteers that assist with programming. Councilmember Finaly expressed her appreciation to the management and leadership over the program; shared that she attended the Neighborhood Watch Party and thanked those in attendance; and noted a decline in black fly activity in the area.

Councilmember Garcia noted that he also attended the CCCA Conference; expressed appreciation to previous CCCA President, Brenda Olmos, for her efforts; and congratulated John Erickson on his presidency. He also announced that Water Education for Latino Leaders (WELL) presented at the CCCA conference and noted that WELL would be covering the cost to their education seminar on water policy for interested attendees.

Councilmember Finlay requested that the meeting be adjourned in memory of E. Christopher Read and shared personal reflections.

Councilmember Lewis shared he attended the Duarte Unified School District Special Meeting and the Public Safety Commission Meeting; and expressed appreciation to Public Safety Director Breceda for the information provided.

Councilmember Truong shared that he attended the ICSC Conference; the San Gabriel Valley Council of Governments (SGVCOG) Governing Board meeting; emphasized the importance of reviewing one's ballot when voting; and announced that his son made it onto the championship team.

Councilmember Garcia recognized Jodi Shoemake and Dan Bacani from Lee & Associates, noting that their work as the Town Center broker has been extremely beneficial.

Councilmember Truong stated he, along with his fellow Councilmembers remain committed to meeting community needs and emphasized the importance of maintaining a strong presence within the City.

Mayor Pro Tem Kang thanked his colleagues for their advocacy of economic development; reported he attended the CCCA Conference; and announced that CSArt's is ranked the number one high school in California. He also shared that he attended the Duarte Youth Athletic Club's Closing Ceremony with Councilmember Calderon; and inquired about the status of the Evergreen lighting project.

Community Development Director Hensley responded that the security coverage for the electric access points installation is expected within the next few months. City Manager Villalobos added that adjustments had been made to the security cover design. In response to a question from Councilmember Garcia, City Manager Villalobos stated that the security covers are being fabricated by an experienced Public Works contractor and are designed to be tamper-proof.

Mayor Pro Tem Kang added his attendance at the Women's Summit; shared that it was a successful event; highlighted the organization's growth over the years; and expressed appreciation to all the speakers.

Mayor Martin Del Campo shared that she attended the Senior Volunteer Dinner; the Royal Oaks HumanGood Memorial Day Service; the Live Oak Memorial Service hosted by the Allied Veterans Council; and a Community Education Council meeting. She expressed appreciation to everyone involved in the Women's Summit and the Live Oak Memorial Service; and conveyed her condolences to the Reed Family.

Councilmember Finlay shared a few words about Simon Wondergem.

19. ADJOURNMENT

At 9:33 p.m., the City Council adjourned the meeting in memory of Simon Wondergem and E. Christopher Reed.

Tera Martin Del Campo, Mayor

Frances Jimenez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7640	U.S. BANK	Cesar Garcia ICSC Conf Hotel (Park/The Reserve)	7356		960.33
100-1005-7640	U.S. BANK	City Branded Hats for CC Garcia (CustomLids)	7352		73.80
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	7317		75.00
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	7328		75.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	7314		75.00
100-1005-7643	U.S. BANK	Vinh Truong ICSC Conf Hotel (Park/The Reserve)	7356		960.33
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	7348		75.00
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	7339		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	7323		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	7326		75.00
100-1010-7610	ALBERT NUNEZ	CAPIO Annual Conference Expense Reimbursement	7333		1,111.58
100-1010-7610	BRIAN VILLALOBOS	ICSC Conference Expense Reimbursement	7358		98.32
100-1010-7610	U.S. BANK	Brian V ICSC Conference Meal 5/20/26 (Starbucks)	7356		30.14
100-1010-7610	U.S. BANK	Brian V/Vinh T ICSC Conf Meal 5/19/26 (LA Mashgi)	7356		19.40
100-1010-7610	U.S. BANK	Brian V ICSC Conference Hotel (Park/The Reserve)	7356		537.42
100-1010-7610	U.S. BANK	Brian V/Craig H ICSC Conf Meal 5/19/26 (Primrose)	7356		68.04
100-1010-7610	U.S. BANK	CM/Union Quarterly Mtg 4/29/26 (Janet's)	7356		199.41
100-1010-7610	U.S. BANK	Brian V ICSC Conf Meal 5/18/26 (Park MGM)	7356		26.54
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	7356		18.00
100-1010-7614	U.S. BANK	(3) Blue Certificate Holders (Amazon)	7356		109.35
100-1010-7614	STAPLES	Office Supplies	7344		83.37
100-1010-7965	MOORE IACOFANO GOLTSMA...	CO2-Add'l Website Hosting & Maintenance	222166		3,062.64
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 3/2026	222166		9,130.21
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Buena Vista Banner	222149		1,077.38
100-1010-7980	CURO MANAGED PRINT PRO...	On Nation Under Gol Pole Street Pole Banners	222149		1,801.15
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Marketing Material	222149		646.43
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Vinyl Signs	222149		106.08
100-1010-7980	DOLPHIN RENTS INC	2026 State of the City and Schools Tables/Linens	7306		943.95
100-1010-7980	EAGLE PORTABLES INC	Portable Restrooms-One Nation Under Gol	222153		1,266.58
100-1010-7980	ALEXANDER MENDOZA	Balance-One Nation Under Gol 6/12/2026	222164		350.00
100-1010-7980	BAKERS MAN PRODUCTIONS L...	2026 State of the City and School Address Video	7292		1,725.00
100-1010-7980	MAGIC JUMP RENTALS INC	Service Cost	222163		35.00
100-1010-7980	MAGIC JUMP RENTALS INC	Soccer Gold Cup Inflatable	222163		299.00

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7980	MAGIC JUMP RENTALS INC	Sport Arena 15x15	222163		165.00
100-1010-7980	MAGIC JUMP RENTALS INC	Human Foosball Game	222163		399.00
100-1010-7980	MAGIC JUMP RENTALS INC	4000 Generator	222163		447.00
100-1010-7980	MAGIC JUMP RENTALS INC	Additional Fees	222163		262.00
100-1010-7980	MAGIC JUMP RENTALS INC	(1) Coupon Discount	222163		-131.00
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Tacos Ensenada)	7356		8.72
100-1010-7980	U.S. BANK	Community Clean-up Event Lunch (Redwood Pizza)	7356		99.07
100-1010-7980	U.S. BANK	Community Clean-up Event Refreshments (CVS)	7356		11.18
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Janets)	7356		206.62
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Urban Cafe)	7356		22.68
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Cava)	7356		23.84
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Cabrera)	7356		31.83
100-1010-7980	U.S. BANK	CC Mtg 5/12/26 Dinner (GrubHub-El Picosito)	7356		33.05
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Sweet Nothings)	7356		47.00
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Sushi Fire)	7356		49.83
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Genes)	7356		51.81
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Tropicana Mkt)	7356		59.40
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Janets)	7356		250.20
100-1010-7980	U.S. BANK	Quarterly Managers Meeting 4/29/26 (Jersey Mikes)	7356		95.00
100-1010-7980	U.S. BANK	Olympics/World Cup Ad Hoc Mtg 5/5/26 (JerseyMikes)	7356		95.00
100-1010-7980	U.S. BANK	DashPass 5/5/2026 - 6/5/2026 (DoorDash)	7356		9.99
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Portos)	7356		50.49
100-1010-7980	U.S. BANK	Budget Workshop Dessert (Crumbl)	7351		100.00
100-1010-7980	U.S. BANK	IDC VIP Table Gift Bags (Amazon)	7352		394.24
100-1010-7980	U.S. BANK	One Nation Under Gol 6/12/26 Health Permit (LADHP)	7352		554.03
100-1010-7980	U.S. BANK	Soccer Ball Lip Balm/Ice Packs (4 All Promos)	7352		811.27
100-1010-7980	U.S. BANK	SOTC Reception Balloons (Winner Party)	7352		300.46
100-1010-7980	U.S. BANK	One Nation Under Gol Supplies (Amazon)	7352		378.82
100-1010-7980	AFJA PUPUSAS LLC	One Nation Under Gol Food Truck/STEM	222137		2,500.00
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 6/2026	222162		1,750.00
100-1020-7711	KRISTEN PETERSEN	Employee Memorial Day BBQ Expense Reimbursement	7335		100.86
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Supplies (Vons)	7351		28.71
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Decor (Amazon)	7351		48.58
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Table Cloths (Amazon)	7351		62.73
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Supplies (Smart & Final)	7351		90.10

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7711	U.S. BANK	Memorial Day BBQ Supplies (Target)	7352		49.73
100-1020-7712	GRANICUS INC	Website Homepage 7th Button	7318		93.31
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	7356		21.99
100-1020-7712	U.S. BANK	Constant Contact Monthly Subscription	7356		86.45
100-1020-7712	U.S. BANK	Teleprompter Lifetime Subscription (Paddle.net)	7356		159.99
100-1020-7712	U.S. BANK	Hootsuite Monthly Subscription	7356		149.00
100-1020-7719	THE BASHFUL BUTLER LLC	Volunteer Recognition Extra Meals	222181		431.93
100-1020-7719	U.S. BANK	Volunteer Recognition Giveaways (4Imprint)	7352		547.16
100-1020-7721	U.S. BANK	Call for Artists Applications (Creative West)	7356		224.10
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Trader Joes)	7351		94.75
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Smart & Final)	7351		301.27
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Dessert (Handels)	7351		500.00
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Costco)	7351		592.37
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Meal 5/15/26 (Renaissance)	7349		8.62
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conference Hotel (Renaissance)	7349		1,503.64
100-1205-7610	U.S. BANK	RBS Server Training 5/7/26 (AAAFoodHandler.com)	7349		7.95
100-1205-7610	U.S. BANK	Refund-Larry Breceda CCCA Conf Hotel (Renaissance)	7349		-200.00
100-1205-7610	U.S. BANK	RBS Server Training Certificate Fee (Dept of ABC)	7349		3.00
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Lunch 5/14/26 (JimmyJohn)	7349		5.99
100-1205-7610	U.S. BANK	Bryan Ariizumi CESA Conference Hotel (Hyatt)	7349		1,557.00
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Meal 5/14/26 (Renaissance)	7349		19.93
100-1205-7614	U.S. BANK	Office Supplies (Target)	7349		14.38
100-1205-7615	U.S. BANK	EOC Memory Cards/Reader/Camera Holder (Amazon)	7349		169.05
100-1205-7636	U.S. BANK	PS Personnel Uniform Shorts (5.11 Inc)	7349		397.80
100-1205-7650	10-8 RETROFIT INC	Vehicle 24 Equipment Install	7287		3,105.39
100-1205-7655	DAVID ROGER DINWIDDLE II	Lifeguarding Recertification Course 5/17/2026	222151		700.00
100-1205-7655	U.S. BANK	(10) Lifeguard Certifications (American Red Cross)	7352		480.00
100-1205-7655	ALL OVER COMMUNICATIONS	EOC SAT Phones (12) Service 6/1/2026 - 5/31/2027	222150		1,500.00
100-1205-7655	LA-RICS	(15) Radio Subscriptions 3/2026	222161		300.00
100-1205-7655	LA-RICS	(15) Radio Subscriptions 4/2026	222161		300.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 4/2026	7305		3,434.97
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 4/2026	222138		9,787.23
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	7330	202418-FY23-26-Exp-Tutors,S...	750.00
100-1205-7779	U.S. BANK	DART Officer Meeting 5/18/26 (The Habit Burger)	7349		52.54

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	DART General Meeting 4/29/26 (Dominos Pizza)	7349		78.86
100-1205-7779	U.S. BANK	DART General Meeting 4/29/26 (Smart & Final)	7349		45.91
100-1205-7779	U.S. BANK	DART Supplies (Amazon)	7349		7.49
100-1205-7779	U.S. BANK	DART General Meeting 5/19/26 (Grocery Outlet)	7349		36.31
100-1205-7779	U.S. BANK	Office Help 5/22/26 Meal (Dominos Pizza)	7349		51.89
100-1205-7779	U.S. BANK	DART Volunteer Event Supplies (Target)	7349		55.44
100-1205-7779	U.S. BANK	DART Volunteer Event Supplies (Target)	7349		92.47
100-1205-7779	U.S. BANK	DART Field Trip 5/13/26 (AMC Santa Anita)	7349		76.86
100-1205-7779	U.S. BANK	DART Volunteer Event Breakfast (Starbucks)	7349		85.00
100-1205-7779	U.S. BANK	DART General Meeting 5/19/26 (Dominos Pizza)	7349		92.92
100-1205-7779	U.S. BANK	Volunteer Event 5/4/26 Food (Daves Hot Chicken)	7349		96.01
100-1205-7779	U.S. BANK	DART Angel Game Trip 6/12/26 (Stubhub)	7349		161.64
100-1205-7779	U.S. BANK	DART Volunteer Event 5/7/26 (Hong Kong Express)	7349		76.70
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff's Contract 4/2026	7327		482,922.60
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Tobacco Enforcement Operation 3/21/2026	7327	202419-Contract Law Enforc...	1,356.81
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc 4/12/2026 - 4/25/2026	7290		7,734.96
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc 4/26/2026 - 5/9/2026	7290		7,726.37
100-1205-7783	CASEBOOK PBC	A-Team Software 7/1/2025 - 6/30/2026	7296		3,741.25
100-1205-7783	U.S. BANK	A-Team Magic Mountain Tickets/Pkg/Meals (SixFlags)	7351		787.92
100-1205-7783	U.S. BANK	A-Team Magic Mtn Trip 5/23/26 Breakfast(McDonalds)	7349		53.97
100-1205-7783	U.S. BANK	A-Team Magic Mountain Trip 5/23/26 Meals/Drinks	7349		33.46
100-1205-7783	U.S. BANK	A-Team Field Trip 5/13/26 Water (Target)	7349		13.18
100-1205-7783	U.S. BANK	A-Team Field Trip 5/5/2026 (Foothill Cinema)	7349		493.00
100-1205-7783	U.S. BANK	A-Team Field Trip 5/13/26 Popcorn (FoothillCinema)	7349		140.00
100-1205-7783	SWEET BASIL PIZZA #1	A-Team Field Trip Meals 5/14/2026	7346		178.45
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	7331		8,537.00
100-1205-7887	MONROVIA LOCK SHOP	A. Negrete Office Re-Key	222145		185.00
100-1205-7980	IDVILLE	Systems - ID Maker Apollo 2- Sided	7337		3,976.90
100-1205-7980	IDVILLE	Badge Holder - Hard Card - Vertical	7337		183.85
100-1205-7980	IDVILLE	Strap Clip - Clear	7337		39.78
100-1205-7980	U.S. BANK	Outreach Event Jr Deputy Stickers (Creative Srvc)	7349		478.95
100-1205-7980	U.S. BANK	Neighborhood Watch Meeting Signs (Knight Ventures)	7349		165.75
100-1205-7980	U.S. BANK	Neighborhood Watch Meeting Signs (FSP-Lotus Wolf)	7349		94.24
100-1211	ERWIN MENDEZ	Computer Loan	7329		1,881.40
100-1405-7610	U.S. BANK	Craig Hensley ICSC Hotel Parking (Park MGM)	7355		40.00

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Parking (OIAA Parking)	7355		60.00
100-1405-7610	U.S. BANK	Interview Panel Lunch 4/30/26 (Heemo Sushi)	7355		168.09
100-1405-7610	U.S. BANK	Craig Hensley APA Nat'l Online Conference	7355		450.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Hotel (Park/TheReserve)	7355		537.42
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Meal 5/20/26 (BrokenYolk)	7355		33.26
100-1405-7612	U.S. BANK	Craig Hensley APA-AICP Membership	7355		845.80
100-1405-7650	EAN SERVICES LLC	Community Development Car Rental	7310		130.07
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	222168		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	222171		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	222189		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	222173		50.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 4/2026	7298		17,260.50
100-1405-7965	EMERGENCY PLANNING CON...	Local Hazard Mitigation Plan 5/2025 - 5/2026	222154		18,000.00
100-1405-7965	KAREN WARNER ASSOCIATES	2025 Annual Performance Report Revisions	222186		370.00
100-1405-7980	NEARMAP US INC	Nearmap Annual Subscription 4/26/26 - 4/25/27	7332		10,395.87
100-1410-7610	GERARD BATISTA	CJPIA Leadership Academy Expense Reimbursement	222141		147.16
100-1410-7612	U.S. BANK	Hydrawise Subscription 4/29/26-4/29/27(Paddle.Net)	7355		374.00
100-1410-7650	AUTOZONE	Vehicle 12 Battery Core Charge	222139		11.05
100-1410-7650	ENTERPRISE FM TRUST	Vehicle 11 Fuel Filler Cap/Repair 4/3/2026	BD26-1477		142.46
100-1410-7656	SOUTH COAST AIR QUALITY ...	FY26 Emergency Generator Hot Spots Fee	222179		172.49
100-1410-7656	DUTHIE POWER SERVICES	Emergency Generator Starter Battery Replacement	7309		2,293.08
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 4/23/2026	7345		175.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 5/2026	7289		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 5/2026	7289		66.00
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tools & Supplies	BD26-1484		84.97
100-1410-7980	HOME DEPOT CREDIT SERVICES	Field Services Tools and Supplies	BD26-1484		156.48
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount (Inv #4540420)	BD26-1484		-2.83
100-1410-7980	HOME DEPOT CREDIT SERVICES	Sign Repairs Tools & Supplies	BD26-1484		26.46
100-1605-7002	PAMELA ROMERO	CPR Stipend	7340		76.92
100-1605-7610	U.S. BANK	P&R Staff Breakfast 5/6/26 (T Burgers)	7352		109.85
100-1605-7610	U.S. BANK	Flyer Design Mtg Staff Lunch 5/19/26 (JerseyMikes)	7352		15.90
100-1605-7610	U.S. BANK	P&R Staff Meeting Snacks 5/14/26 (Krispy Kreme)	7352		35.98
100-1605-7610	U.S. BANK	Staff Meeting Refreshments (El Picosito)	7352		61.33
100-1605-7610	U.S. BANK	Flyer Design Mtg Staff Lunch 5/19/26 (Jamb Juice)	7352		9.59
100-1605-7614	U.S. BANK	Pens (Amazon)	7352		6.61
100-1605-7614	U.S. BANK	iCloud Storage (Apple.com)	7352		0.99
100-1605-7614	U.S. BANK	Office Decorations (Amazon)	7352		11.05
100-1605-7614	U.S. BANK	Storage Bin (Amazon)	7352		13.25
100-1605-7693	NATALIE LANZA	2026 MYC Scholarship	222160		400.00

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7693	U.S. BANK	Teen Ctr MYC Meal 5/11/26 (Panda Express)	7352		243.10
100-1605-7693	U.S. BANK	Teen Ctr MYC Name Tags (Amazon)	7352		51.91
100-1605-7693	ELISA RAMOS	2026 MYC Scholarship	222172		600.00
100-1605-7730	U.S. BANK	Eggfest 2026 Volunteer Pizza (Dominos)	7352		88.30
100-1605-7730	U.S. BANK	Splash in the Park Event Supplies (Target)	7352		162.40
100-1605-7730	U.S. BANK	Tunnel Entrances (Wayfair)	7352		220.98
100-1605-7730	U.S. BANK	Eggfest 2026 Volunteer Refreshments (Costco)	7352		93.65
100-1605-7733	SMART & FINAL	Senior Ctr Event Drinks	7342		180.60
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	7352		36.81
100-1605-7733	U.S. BANK	Senior Ctr Event Decorations (Amazon)	7352		10.48
100-1605-7733	U.S. BANK	SC Decorations (Amazon)	7352		16.12
100-1605-7733	U.S. BANK	Senior Ctr Event Bowls (Amazon)	7352		65.78
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	7352		64.97
100-1605-7733	U.S. BANK	Senior Ctr Event Supplies (Amazon)	7352		132.00
100-1605-7733	U.S. BANK	SC Office Supplies (Amazon)	7352		18.35
100-1605-7733	U.S. BANK	SC Volunteer Recognition Dessert (Portos Bakery)	7352		166.50
100-1605-7733	U.S. BANK	SC Cinco de Mayo Event (Panaderia La Paloma)	7352		56.25
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	7352		26.50
100-1605-7733	U.S. BANK	SC Kitchen Supplies (Amazon)	7352		26.51
100-1605-7733	U.S. BANK	SC Cinco de Mayo Event (La Michoacana)	7352		268.52
100-1605-7733	U.S. BANK	SC Cinco de Mayo Supplies (Amazon)	7352		30.48
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/2026 - 6/3/2026	7352		8.99
100-1605-7733	U.S. BANK	Volunteer Recognition Pins (Amazon)	7352		41.76
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	7352		292.39
100-1605-7733	SMART & FINAL	Senior Ctr Trip Snacks	7342		63.85
100-1605-7733	THEODORE SIEGEL	SC 'Tootsie' Screening/Presentation	222177		150.00
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Lessons 5/2026	7307		77.00
100-1605-7735	J & J SPORTS & TROPHIES	TC Summer Kickoff Awards	7321		88.15
100-1605-7735	SMART & FINAL	Teen Ctr Summer Kickoff BBQ Supplies	7342		261.87
100-1605-7735	U.S. BANK	TC Duarte Dance Competition 5/22/26 (RefreshDance)	7352		1,010.00
100-1605-7735	U.S. BANK	TC Duarte Dance LA Sparks Pkg 5/15/26 (VividSeats)	7352		14.08
100-1605-7735	U.S. BANK	Return-TC Cinco de Mayo Giftcards (Amazon)	7352		-80.00
100-1605-7735	U.S. BANK	TC Cooking Supplies (Amazon)	7352		88.31
100-1605-7735	U.S. BANK	Return-TC Keychain Flashlight (Amazon)	7352		-8.83
100-1605-7735	U.S. BANK	TC Cinco de Mayo Regal Giftcard (Amazon)	7352		45.00
100-1605-7735	U.S. BANK	TC Cinco de Mayo Subway Giftcard (Amazon)	7352		50.00
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/2026 - 6/3/2026	7352		11.00
100-1605-7735	U.S. BANK	TC Keychain Flashlight (Amazon)	7352		8.83

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7735	U.S. BANK	TC Dance Bandanas/EA Sports Game (Amazon)	7352		71.75
100-1605-7735	U.S. BANK	TC Duarte Dance LA Sparks Pkg 5/15/26 (Stubhub)	7352		110.03
100-1605-7735	POPS BBQ LLC	TC Cinco de Mayo Catering 5/5/2026	222156		760.00
100-1605-7735	POPS BBQ LLC	Teen Ctr Summer Kickoff Catering 5/20/26	222156		960.00
100-1605-7736	PEREZ DANCE & TUMBLING A...	Spring Dance Tumbling 4/27/26 - 5/21/26	7334		746.20
100-1605-7736	JAVIER DJEU TENNIS	Spring Tennis 3/27/2026 - 5/1/2026	7322		862.40
100-1605-7736	ARK INTERNATIONAL INC	Vocal Class S2 4/28/26 - 5/19/26	7291		109.20
100-1605-7736	DANCEFIT LLC	World Dance/Ballet/Hip-Hop 4/21/26 - 5/12/26	7304		856.80
100-1605-7736	BEST SPORTS	Spring All-Stars Sports Sampler 3/28/26 - 5/16/26	7293		2,046.80
100-1605-7736	JOVANA VILLEGAS	Spring Culinary Kids/Ballet 3/25/2026 - 5/16/2026	7359		1,729.00
100-1605-7736	PORTAL LANGUAGES COSTA ...	Spring Adult Spanish 3/26/26 - 5/14/26	7336		153.30
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Spring Karate 3/27/2026 - 5/15/2026	7288		2,152.50
100-1605-7736	HEULYN REGINA DUMAS-JOH...	Creative Sewing 3/25/2026 - 5/16/2026	7307		2,156.00
100-1605-7736	JACQUELINE HASTY	Sticker Design 3/26/2026 - 4/14/2026	7320		168.00
100-1605-7737	DODGER TICKETS LLC	Balance-Excursion Tickets (Dodger Game 8/10/2026)	222159		1,900.00
100-1605-7737	PANTAGES THEATRE	Excursion Tickets (Phantom of the Opera 7/7/2026)	222167		2,473.00
100-1605-7738	WILD RIVERS WATERPARK	Teen Ctr Excursion Tickets	222187		1,115.00
100-1605-7739	SOUTHWEST OFFSET PRINTIN...	Summer 2026 Duarte City News Printing and Mailing	7343		7,001.06
100-1605-7739	U.S. BANK	Independence Day Bunting (Independence Bunting)	7352		1,400.00
100-1605-7739	U.S. BANK	Refreshment Supplies (Customnapkin)	7352		273.00
100-1605-7741	U.S. BANK	Youth Sports Soccer Party 5/22/26 (Dominos)	7352		172.14
100-1605-7745	U.S. BANK	TC Boxing Heavy Bag Hardware (Amazon)	7352		132.16
100-1605-7756	CHRISTOPHER H CHUC	SC Ballroom & Latin Dancing 3/26/26 - 5/14/26	7299		327.60
100-1605-7756	CHRISTOPHER H CHUC	SC Spring Line Dance 3/26/26 - 5/14/26	7299		352.80
100-1605-7758	EAGLE PORTABLES INC	IDC 7/3/26 Portable Rental	222152		4,673.60
100-1605-7758	FUN SERVICES	Deposit-IDC 2026 Inflatables & Attractions	222182		1,690.00
100-1605-7758	U.S. BANK	Independence Day Ribbon (Amazon)	7352		128.66
100-1605-7758	U.S. BANK	Return-Independence Day Ribbon (Amazon)	7352		-26.50
100-1605-7758	U.S. BANK	IDC 2026 Decorative Ribbon (Amazon)	7352		102.14
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Hobby Lobby)	7352		48.52
100-1605-7758	HIGH IMPACT EVENT TECHNO...	Deposit-IDC Sound & Stage	7302		8,000.00
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 4/2026	7303	202615DuartePark-Part2-Play...	3,000.00
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 4/2026	7303	202615DuartePark-Part2-Play...	5,700.00

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvc 4/2026	7303	202615DuartePark-Part2-Play...	7,000.00
100-1605-7980	U.S. BANK	Misc Event Balloons (Winner Party)	7352		364.76
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	7316		982.85
100-1610-7618	HOME DEPOT CREDIT SERVICES	Community Garden Monument	BD26-1484		33.98
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	7341		118.05
100-1610-7618	SUPPLY SOLUTIONS	Return from Invoice #166643	7341		-77.11
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	7341		1,415.56
100-1610-7618	HOME DEPOT CREDIT SERVICES	Cmty Ctr HDMI Cord	BD26-1484		38.65
100-1610-7618	U.S. BANK	Council Drinks (Target)	7352		44.38
100-1610-7618	HOME DEPOT CREDIT SERVICES	CH Lights/SC Broom/Hand Sanitizer	BD26-1484		121.15
100-1610-7618	SMART & FINAL	Kitchen/Meeting Supplies	7342		145.38
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	7342		556.54
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	7360		149.18
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	7300		30.85
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	7300		30.85
100-1610-7636	U.S. BANK	City Branded Hats for Staff (CustomLids)	7352		319.52
100-1610-7652	MARCUS LEON BANKS SR	City Hall Electrical Cabinet Installation	222140		2,415.96
100-1610-7652	CINTAS CORPORATION #693	Public Safety Logo Mats	7300		69.33
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	7300		4.15
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	7300		4.15
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 5/2026	7312		190.00
100-1610-7652	COUNTY OF LOS ANGELES DE...	FC Pool Health Permit (AR0141237)	222148		1,020.00
100-1610-8100	DAHLIN GROUP INC	City Hall Building Facade Design Services 4/2026	7303		963.75
100-1610-8100	DAHLIN GROUP INC	City Hall Building Facade Design Services 4/2026	7303		3,317.50
100-1750	DODGER TICKETS LLC	Balance-Excursion Tickets (Dodger Game 8/10/2026)	222159		730.00
100-1805-7610	KRISTEN PETERSEN	CCCA Annual Conference Expense Reimbursement	7335		574.63
100-1805-7610	U.S. BANK	Kristen Petersen CCCA Conf Hotel (Renaissance)	7351		1,303.64
100-1805-7610	U.S. BANK	Kristen Mtg w/Monrovia Staff 5/11/26 (10617 Cava)	7351		34.37
100-1805-7610	U.S. BANK	Kristen Meeting w/Larry B 4/28/26 (HopeVillage)	7351		55.41
100-1805-7612	U.S. BANK	Refund-KP 2026 CSMFO Dues (X2)	7351		-155.00
100-1805-7614	U.S. BANK	Budget Workshop Supplies (Amazon)	7351		34.09
100-1810-7610	U.S. BANK	Kristen Petersen CalPELRA Annual Conference	7351		875.00
100-1810-7611	U.S. BANK	(6) SB 827 Trainings (BBK Law)	7356		450.00
100-1810-7611	U.S. BANK	(4) SB 827 Trainings (League of CA Cities)	7356		200.00
100-1810-7612	U.S. BANK	Kristen Petersen CalPELRA Membership	7351		390.00
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2026	7301		252.00
100-1815-7632	U.S. BANK	Finance Webinar 5/7/2026 - 6/6/2026 (Zoom)	7351		96.00
100-1820-7771	CALIFORNIA STREET LIGHTING	Light Pole Installation-1860 Evergreen St	7295	DMGE102-St Light Pole Down...	4,150.00
100-1820-7771	CALIFORNIA STREET LIGHTING	Light Pole Installation-1824 Evergreen St	7295	DMGE097-Hit&Run-1824 Ever...	3,200.00
100-1825-7613	GRAND PRINTING INC	Public Safety Letterhead/Envelopes	222157		1,865.46

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1825-7626	POSTMASTER	Dog License Reminder Bulk Mail	222183		500.00
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 4/23/26 - 5/22/26	222144		34.81
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 4/27/26 - 5/26/26	222144		73.79
100-1825-7631	CANON U.S.A. INC	CMD Intern/FC Printer Maint 2/28/26 - 5/30/26	222144		82.44
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	7338		566.00
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	7347		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	7294		218.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	7324		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	222142		435.00
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	7313		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	7311		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	7297		566.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		703.61
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Tax on Gain on Prior	BD26-1477		1,641.80
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		669.11
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		523.23

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		347.33
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 5/2026	BD26-1477		259.83
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 CA Tire Tax	BD26-1477		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Sales Tax	BD26-1477		-1,641.81
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Lease/Maint 5/01/2026 - 5/31/2026	BD26-1477		415.58
100-2120	CORE STATES CONSTRUCTION...	Refund-Deposit of TCO (BP Pulse-2107 Hunt Dr)	222146	202423-Dep. Refundable-BP P...	5,000.00
100-2120	SANTA ANITA LITTLE LEAGUE	Field Rent Deposit Refund	222174		100.00
100-2120	ELIA VILLEGAS DE FLORES	SC Rent Deposit Refund 5/23/2026	222185		500.00
100-2120	MADISON PFRIMMER	Field Rent Deposit Refund	222169		100.00
100-2120	MATTHEW FRARY	Pickleball Court Rent Deposit Refund 5/9/2026	222155		100.00
100-2120	HUGO SOLORZANO	SC Rent Deposit Refund 5/16/2026	222178		500.00
100-2120	FERNANDO BUGARIN	ROP Bldg Rent Deposit Refund 5/23/2026	222143		250.00
100-2121	INTELISYN INC	Refund-Eng Backchecks (COH/DOC Project)	222158	202123-COH-PassThru Dep-D...	800.00
100-2121	CORE STATES CONSTRUCTION...	Refund-Landscape Arch Review-Site Plan Changes	222146	202423-Pass Thru-BP Pulse -2...	180.00
100-2121	SHUORUNG PROPERTIES LLC	1404-1414 Royal Oaks Add'l Meeting Refund	222176	202512-100-2121/1404-1411 ...	837.00
100-2126	SHEILA N WILLIAMSON	Const/Demo Deposit Refund (P#2025-002)	222188		2,640.00
100-2126	ELPIDIA VELASCO	Const/Demo Deposit Refund (P#2025-499)	222184		3,200.00
100-4807	SANDEEP MITAL	2025-2026 Fitness Ctr Membership Refund	222165		120.00
100-4808	DAVID ROGER DINWIDDLE II	Lifeguarding Training 5/1/26 - 5/3/26	222151		1,040.00
100-4815	KATHERINE POWERS	Summer Day Camp S5 Refund (Copland Powers)	222170		120.00
100-4815	KATHERINE POWERS	Summer Day Camp S5 Refund (Finnian Powers)	222170		120.00
100-4815	KATHERINE POWERS	Summer Day Camp S6 Refund (Copland Powers)	222170		150.00
100-4815	KATHERINE POWERS	Summer Day Camp S6 Refund (Finnian Powers)	222170		150.00
100-5004	SHEILA N WILLIAMSON	Administrative Fee (P#2025- 002)	222188		-125.00
100-5004	ELPIDIA VELASCO	Administrative Fee (P#2025- 499)	222184		-125.00
				Fund 100 - GENERAL FUND Total:	759,930.86

Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND

240-2405-7877	CALTRANS	Signals & Lighting Maintenance 1/2026 - 3/2026	222180		494.55
240-2410-7662	COUNTY OF LOS ANGELES AGR..	Gopher Control 3/2026	222147		284.58
240-2410-7888	LANDSCAPE WAREHOUSE INC	Hacienda Park Irrigation Repairs	7325		9.51
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming	7361		6,652.50
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming	7361		47,986.70
240-2420-7887	LANDSCAPE WAREHOUSE INC	Irrigation Supplies	7325		130.00
240-2421-7887	LANDSCAPE WAREHOUSE INC	Irrigation Supplies	7325		391.77
240-2421-7887	ACOSTA GROWERS INC	Las Lomas LLD Landscape Shrub Replacement	222136		1,727.70
240-2426-7810	A-1 MAINTENANCE SERVICES ...	Grocery Outlet Ctr Sweeping 5/2026	7289		843.00
240-2430-7887	DUNWRIGHT PAINTING & CO...	The Mesa Sign Replacement	7308		2,120.00
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	60,640.31

Council Warrant Register By Account

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2127	SAVI CONSTRUCTION INC	Retention-FY 25-26 CDBG ADA Curb Ramp Project	222175	202610-Retention-CDBG-ADA...	-5,457.30
260-2605-8061	SAVI CONSTRUCTION INC	City CO-FY 25-26 CDBG ADA Curb Ramp Project	222175	202610-CDBG-ADA Curb Ram...	25,552.00
260-2605-8061	SAVI CONSTRUCTION INC	FY 25-26 CDBG ADA Curb Ramp Project	222175	202610-CDBG-ADA Curb Ram...	83,594.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					103,688.70
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff's Contract 4/2026	7327		11,738.38
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,738.38
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
300-2127	SAVI CONSTRUCTION INC	Retention-FY 25-26 CDBG ADA Curb Ramp Project	222175	202610-Retention-TDA-Sidewa..	-945.30
300-3005-8060	SAVI CONSTRUCTION INC	FY 25-26 CDBG ADA Curb Ramp Project	222175	202610-TDA-Sidewalk Improv ...	18,906.00
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					17,960.70
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 5/01/2026 - 5/31/2026	BD26-1477		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 5/01/2026 - 5/31/2026	BD26-1477		397.21
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 5/01/2026 - 5/31/2026	BD26-1477		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 5/01/2026 - 5/31/2026	BD26-1477		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 5/01/2026 - 5/31/2026	BD26-1477		442.41
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					2,580.01
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	AUTOZONE	Yard Supplies	222139		40.86
440-4405-7650	U.S. BANK	Erwin Mendez Ontario to Station 4/29/26 (Lyft)	7351		26.95
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2026	7315		24,536.29
440-4405-8013	FOOTHILL TRANSIT	86th Installment of 3rd Bus 5/2026	7315		3,887.05
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2026	7315		-776.80
Fund 440 - PROPOSITION A TRANSIT FUND Total:					27,714.35
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2026	7315		20,075.14
460-4605-8013	FOOTHILL TRANSIT	86th Installment of 3rd Bus 5/2026	7315		3,180.31
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2026	7315		-635.57
Fund 460 - PROPOSITION C TRANSIT FUND Total:					22,619.88
Fund: 680 - Duarte Housing Authority					
680-6805-7965	HARRIS & ASSOCIATES	Housing Successor Advisory Srvc 4/5/26 - 5/2/26	7319		500.00
Fund 680 - Duarte Housing Authority Total:					500.00
Grand Total:					1,007,373.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	759,930.86
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	60,640.31
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	103,688.70
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,738.38
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	17,960.70
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,580.01
440 - PROPOSITION A TRANSIT FUND	27,714.35
460 - PROPOSITION C TRANSIT FUND	22,619.88
680 - Duarte Housing Authority	500.00
Grand Total:	1,007,373.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	1,109.13
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	1,035.33
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1010-7610	Travel, Mtgs & Conf	2,090.85
100-1010-7612	Publications and Dues	18.00
100-1010-7614	Office Supplies	192.72
100-1010-7965	Professional Services	12,192.85
100-1010-7980	Other Expenses	15,577.10
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	380.71
100-1020-7712	Community Information ...	510.74
100-1020-7719	Volunteer Recognition	979.09
100-1020-7721	Public Art	224.10
100-1020-7980	Other Expenses	1,488.39
100-1205-7610	Travel, Mtgs & Conf	2,906.13
100-1205-7614	Office Supplies	14.38
100-1205-7615	Emergency Supplies	169.05
100-1205-7636	Uniforms	397.80
100-1205-7650	Vehicle Maintenance	3,105.39
100-1205-7655	Emergency Services	3,280.00
100-1205-7761	Parking Enforcement	13,222.20
100-1205-7779	Youth Programs	1,760.04
100-1205-7781	Contract Law Enforceme...	484,279.41
100-1205-7782	Crossing Guard Contract...	15,461.33
100-1205-7783	A-Team Program	5,441.23
100-1205-7787	Public Safety Cntr Lease	8,537.00
100-1205-7887	Repairs & Replacements	185.00
100-1205-7980	Other Expenses	4,939.47
100-1211	Computer Loan Program	1,881.40
100-1405-7610	Travel, Mtgs & Conf	1,288.77
100-1405-7612	Publications and Dues	845.80
100-1405-7650	Vehicle Maintenance	130.07
100-1405-7690	Planning Commission	200.00
100-1405-7800	Building Department Ser...	17,260.50
100-1405-7965	Professional Services	18,370.00
100-1405-7980	Other Expenses	10,395.87
100-1410-7610	Travel, Mtgs & Conf	147.16
100-1410-7612	Publications and Dues	374.00
100-1410-7650	Vehicle Maintenance	153.51
100-1410-7656	Emergency Generator	2,640.57

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7980	Other Expenses	265.08
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	232.65
100-1605-7614	Office Supplies	31.90
100-1605-7693	Youth Council	1,295.01
100-1605-7730	Special Events	565.33
100-1605-7733	Senior Center	1,733.86
100-1605-7735	Teen Center	3,390.19
100-1605-7736	Youth & Adult Recreatio...	10,980.20
100-1605-7737	Adult Excursions	4,373.00
100-1605-7738	Teen Excursions	1,115.00
100-1605-7739	Publicity	8,674.06
100-1605-7741	Sports/Playground Progr...	172.14
100-1605-7745	Boxing Program	132.16
100-1605-7756	Senior Recreation Classes	680.40
100-1605-7758	Independence Day Celeb...	14,616.42
100-1605-7965	Professional Services	15,700.00
100-1605-7980	Other Expenses	364.76
100-1610-7617	Pool Chemicals	982.85
100-1610-7618	Building Supplies	2,545.76
100-1610-7636	Uniforms	381.22
100-1610-7652	Building Maint Services	3,703.59
100-1610-8100	Other Capital Improvem...	4,281.25
100-1750	Prepaid Charges	730.00
100-1805-7610	Travel, Mtgs & Conf	1,968.05
100-1805-7612	Publications and Dues	-155.00
100-1805-7614	Office Supplies	34.09
100-1810-7610	Travel, Mtgs & Conf	875.00
100-1810-7611	Training	650.00
100-1810-7612	Publications and Dues	390.00
100-1810-7660	Other Services	252.00
100-1815-7632	Software	96.00
100-1820-7771	Repair Of City Property	7,350.00
100-1825-7613	Duplications And Photos	1,865.46
100-1825-7626	Postage	500.00
100-1825-7631	Equipment Maintenance	191.04
100-1825-7674	Retiree Health Insurance	3,525.00
100-1830-8100	Vehicle Replacement (C...	14,266.38
100-2120	Refundable Deposits	6,550.00
100-2121	Pass Through Deposits	1,817.00
100-2126	Construction and Demoli...	5,840.00
100-4807	Health Membership Fees	120.00
100-4808	Swim Lesson Fees	1,040.00
100-4815	Day Camp Fees	540.00
100-5004	Other Revenue	-250.00
240-2405-7877	Electric-Traffic Signal	494.55
240-2410-7662	Other Serv-Citywide	284.58
240-2410-7888	Repairs-Citywide	9.51
240-2410-7906	Tree Trim-Citywide	6,652.50
240-2410-7909	Tree Trim-Residential	47,986.70
240-2420-7887	Repairs & Replacements	130.00
240-2421-7887	Repairs & Replacements	2,119.47
240-2426-7810	Street Sweeping	843.00
240-2430-7887	Repairs & Replacements	2,120.00
260-2127	Retention Payable	-5,457.30
260-2605-8061	ADA Curb Ramps (Capital)	109,146.00
290-2905-7781	Contract Law Enforceme...	11,738.38

Account Summary

Account Number	Account Name	Payment Amount
300-2127	Retention Payable	-945.30
300-3005-8060	Sidewalk Improvements ...	18,906.00
320-3205-8013	Vehicles (Capital)	2,580.01
440-4405-7650	Vehicle Maintenance	67.81
440-4405-7960	Foothill Transit Operatio...	24,536.29
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-776.80
460-4605-7960	Foothill Tranist Operatio...	20,075.14
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-635.57
680-6805-7965	Professional Services	500.00
Grand Total:		1,007,373.19

Project Account Summary

Project Account Key	Payment Amount
None	853,749.98
202123-COH-PassThru Dep-Duarte Outpatient Clinic	800.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	750.00
202419-Contract Law Enforcement-Tobacco Grant	1,356.81
202423-Dep. Refundable-BP Pulse-2107 Huntington	5,000.00
202423-Pass Thru-BP Pulse -2107 Huntington	180.00
202512-100-2121/1404-1411 Royal Oaks Environmental	837.00
202610-CDBG-ADA Curb Ramps (Capital)	109,146.00
202610-Retention-CDBG-ADA Curb Ramps (Cap)	-5,457.30
202610-Retention-TDA-Sidewalk Improv (Cap)	-945.30
202610-TDA-Sidewalk Improv (Capital)	18,906.00
202615DuartePark-Part2-Playground/RR/Bball/DogPark	15,700.00
DMGE097-Hit&Run-1824 Evergreen-St Light Pole Down	3,200.00
DMGE102-St Light Pole Down-1860 Evergreen St	4,150.00
Grand Total:	1,007,373.19



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 4209 - 10-8 RETROFIT INC					
100-1205-7650	10-8 RETROFIT INC	Vehicle 24 Equipment Install	22420		3,105.39
Vendor 4209 - 10-8 RETROFIT INC Total:					3,105.39
Vendor: 6691 - 360 MARTIAL ARTS ACADEMY LLC					
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Spring Karate 3/27/2026 - 5/15/2026	SPRING 2026		2,152.50
Vendor 6691 - 360 MARTIAL ARTS ACADEMY LLC Total:					2,152.50
Vendor: 6449 - ALBERT NUNEZ					
100-1010-7610	ALBERT NUNEZ	CAPIO Annual Conference Expense Reimbursement	5/11/26 - 5/13/26		1,111.58
Vendor 6449 - ALBERT NUNEZ Total:					1,111.58
Vendor: 6869 - ALEXANDER MENDOZA					
100-1010-7980	ALEXANDER MENDOZA	Balance-One Nation Under Gol	3401		350.00
Vendor 6869 - ALEXANDER MENDOZA Total:					350.00
Vendor: 3661 - ALHAMBRA SUPERIOR COURT					
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 4/2026	5272026		9,787.23
Vendor 3661 - ALHAMBRA SUPERIOR COURT Total:					9,787.23
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc	PS-INV105796		7,734.96
		4/12/2026 - 4/25/2026			
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc	PS-INV106144		7,726.37
		4/26/2026 - 5/9/2026			
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					15,461.33
Vendor: 6429 - ARK INTERNATIONAL INC					
100-1605-7736	ARK INTERNATIONAL INC	Vocal Class S2 4/28/26 - 5/19/26	05212026		109.20
Vendor 6429 - ARK INTERNATIONAL INC Total:					109.20
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Vehicle 12 Battery Core Charge	02814863698		11.05
Vendor 1491 - AUTOZONE Total:					11.05
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1010-7980	BAKERS MAN PRODUCTIONS L...	2026 State of the City and School Address Video	408833		1,725.00
Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:					1,725.00
Vendor: 5760 - BEGINNERS EDGE SPORTS TRAINING LLC					
100-1605-7736	BEST SPORTS	Spring All-Stars Sports Sampler	2229		2,046.80
		3/28/26 - 5/16/26			
Vendor 5760 - BEGINNERS EDGE SPORTS TRAINING LLC Total:					2,046.80
Vendor: 6469 - BRIAN QUANDT					
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	5/18/2026		50.00
Vendor 6469 - BRIAN QUANDT Total:					50.00
Vendor: 1003 - BRIAN VILLALOBOS					
100-1010-7610	BRIAN VILLALOBOS	ICSC Conference Expense Reimbursement	5/18/26 - 5/20/26		98.32
Vendor 1003 - BRIAN VILLALOBOS Total:					98.32
Vendor: 5869 - CALIFORNIA STREET LIGHTING					
100-1820-7771	CALIFORNIA STREET LIGHTING	Light Pole Installation-1860 Evergreen St	1587	DMGE102-St Light Pole Down...	4,150.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1820-7771	CALIFORNIA STREET LIGHTING	Light Pole Installation-1824 Evergreen St	1588	DMGE097-Hit&Run-1824 Ever...	3,200.00
Vendor 5869 - CALIFORNIA STREET LIGHTING Total:					7,350.00
Vendor: 5720 - CANON U.S.A. INC					
100-1825-7631	CANON U.S.A. INC	Finance Mgr Printer Maint 4/23/26 - 5/22/26	6016079416		34.81
100-1825-7631	CANON U.S.A. INC	CMD Permit Tech Printer Maint 4/27/26 - 5/26/26	6016119124		73.79
100-1825-7631	CANON U.S.A. INC	CMD Intern/FC Printer Maint 2/28/26 - 5/30/26	6016149227		82.44
Vendor 5720 - CANON U.S.A. INC Total:					191.04
Vendor: 6668 - CASEBOOK PBC					
100-1205-7783	CASEBOOK PBC	A-Team Software 7/1/2025 - 6/30/2026	4834		3,741.25
Vendor 6668 - CASEBOOK PBC Total:					3,741.25
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	6/2026		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	Council Vehicle Allowance	6/2026		75.00
Vendor 6340 - CESAR A GARCIA Total:					75.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 4/2026	70272		17,260.50
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					17,260.50
Vendor: 6878 - CHRIS CURTO					
100-1605-7758	HIGH IMPACT EVENT TECHNO...	Deposit-IDC Sound & Stage	7/3/2026		8,000.00
Vendor 6878 - CHRIS CURTO Total:					8,000.00
Vendor: 5504 - CHRISTINA M CARREON					
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2026	CMC18092		252.00
Vendor 5504 - CHRISTINA M CARREON Total:					252.00
Vendor: 6381 - CHRISTOPHER H CHUC					
100-1605-7756	CHRISTOPHER H CHUC	SC Ballroom & Latin Dancing 3/26/26 - 5/14/26	2605		327.60
100-1605-7756	CHRISTOPHER H CHUC	SC Spring Line Dance 3/26/26 - 5/14/26	2606		352.80
Vendor 6381 - CHRISTOPHER H CHUC Total:					680.40
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7652	CINTAS CORPORATION #693	Public Safety Logo Mats	4269504492		69.33
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4269504632		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4269504632		4.15
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4270340721		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4270340721		4.15
Vendor 5140 - CINTAS CORPORATION #693 Total:					139.33
Vendor: T5156 - CORE STATES CONSTRUCTION SERVICES INC					
100-2121	CORE STATES CONSTRUCTION...	Refund-Landscape Arch Review-Site Plan Changes	R106178	202423-Pass Thru-BP Pulse -2...	180.00
100-2120	CORE STATES CONSTRUCTION...	Refund-Deposit of TCO (BP Pulse-2107 Hunt Dr)	R109059	202423-Dep. Refundable-BP P...	5,000.00
Vendor T5156 - CORE STATES CONSTRUCTION SERVICES INC Total:					5,180.00
Vendor: 0890 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH					
100-1610-7652	COUNTY OF LOS ANGELES DE...	FC Pool Health Permit (AR0141237)	IN1592006		1,020.00
Vendor 0890 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH Total:					1,020.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Buena Vista Banner	104941		1,077.38

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7980	CURO MANAGED PRINT PRO...	On Nation Under Gol Pole Street Pole Banners	104945		1,801.15
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Marketing Material	104953		646.43
100-1010-7980	CURO MANAGED PRINT PRO...	One Nation Under Gol Vinyl Signs	104986		106.08
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					3,631.04
Vendor: 6744 - CUSTOM CELLULAR CONCEPTS CORP					
100-1205-7655	ALL OVER COMMUNICATIONS	EOC SAT Phones (12) Service 6/1/2026 - 5/31/2027	67811		1,500.00
Vendor 6744 - CUSTOM CELLULAR CONCEPTS CORP Total:					1,500.00
Vendor: 6709 - DAHLIN GROUP INC					
100-1610-8100	DAHLIN GROUP INC	City Hall Building Facade Design Services 4/2026	2604143		963.75
100-1610-8100	DAHLIN GROUP INC	City Hall Building Facade Design Services 4/2026	2604143		3,317.50
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 4/2026	2604211	202615DuartePark-Part2-Play...	5,700.00
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 4/2026	2604211	202615DuartePark-Part2-Play...	7,000.00
100-1605-7965	DAHLIN GROUP INC	Phase II Duarte Park Revital Design Srvcs 4/2026	2604211	202615DuartePark-Part2-Play...	3,000.00
Vendor 6709 - DAHLIN GROUP INC Total:					19,981.25
Vendor: 6650 - DANCEFIT LLC					
100-1605-7736	DANCEFIT LLC	World Dance/Ballet/Hip-Hop 4/21/26 - 5/12/26	21		856.80
Vendor 6650 - DANCEFIT LLC Total:					856.80
Vendor: 5025 - DARRELL RAY CARROLL					
100-1205-7887	MONROVIA LOCK SHOP	A. Negrete Office Re-Key	25958		185.00
Vendor 5025 - DARRELL RAY CARROLL Total:					185.00
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Parking Citation Processing 4/2026	194145		3,434.97
Vendor 5501 - DATA TICKET INC Total:					3,434.97
Vendor: 6748 - DAVID RODRIGUEZ					
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting 5/18/2026			50.00
Vendor 6748 - DAVID RODRIGUEZ Total:					50.00
Vendor: 6877 - DAVID ROGER DINWIDDLE II					
100-4808	DAVID ROGER DINWIDDLE II	Lifeguarding Training 5/1/26 - 5/3/26	00001		1,040.00
100-1205-7655	DAVID ROGER DINWIDDLE II	Lifeguarding Recertification Course 5/17/2026	00002		700.00
Vendor 6877 - DAVID ROGER DINWIDDLE II Total:					1,740.00
Vendor: 1381 - DOLPHIN RENTS INC					
100-1010-7980	DOLPHIN RENTS INC	2026 State of the City and Schools Tables/Linens	11715		943.95
Vendor 1381 - DOLPHIN RENTS INC Total:					943.95
Vendor: 6366 - DUTHIE ELECTRIC SERVICE CORPORATION					
100-1410-7656	DUTHIE POWER SERVICES	Emergency Generator Starter Battery Replacement	S156372		2,293.08
Vendor 6366 - DUTHIE ELECTRIC SERVICE CORPORATION Total:					2,293.08
Vendor: 6103 - EAGLE PORTABLES INC					
100-1605-7758	EAGLE PORTABLES INC	IDC 7/3/26 Portable Rental	18132		4,673.60
100-1010-7980	EAGLE PORTABLES INC	Portable Restrooms-One Nation Under Gol	18155-6/12/2026		1,266.58
Vendor 6103 - EAGLE PORTABLES INC Total:					5,940.18

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6040 - EAN SERVICES LLC					
100-1405-7650	EAN SERVICES LLC	Community Development Car Rental	42030508		130.07
Vendor 6040 - EAN SERVICES LLC Total:					130.07
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	6/2026		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: T5154 - ELIA VILLEGAS DE FLORES					
100-2120	ELIA VILLEGAS DE FLORES	SC Rent Deposit Refund 5/23/2026	R111903		500.00
Vendor T5154 - ELIA VILLEGAS DE FLORES Total:					500.00
Vendor: 6460 - ELIJAH ROY MORALES					
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	4/2026 -- 5/2026	202418-FY23-26-Exp-Tutors,S...	750.00
Vendor 6460 - ELIJAH ROY MORALES Total:					750.00
Vendor: 6411 - ELISA RAMOS					
100-1605-7693	ELISA RAMOS	2026 MYC Scholarship	6012026		600.00
Vendor 6411 - ELISA RAMOS Total:					600.00
Vendor: T5153 - ELPIDIA VELASCO					
100-2126	ELPIDIA VELASCO	Const/Demo Deposit Refund (P#2025-499)	R110390		3,200.00
100-5004	ELPIDIA VELASCO	Administrative Fee (P#2025-499)	R110390		-125.00
Vendor T5153 - ELPIDIA VELASCO Total:					3,075.00
Vendor: 6096 - EMERGENCY PLANNING CONSULTANTS					
100-1405-7965	EMERGENCY PLANNING CON...	Local Hazard Mitigation Plan 5/2025 - 5/2026	2-5192026		18,000.00
Vendor 6096 - EMERGENCY PLANNING CONSULTANTS Total:					18,000.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1410-7650	ENTERPRISE FM TRUST	Vehicle 11 Fuel Filler Cap/Repair 4/3/2026	FBN5626027		142.46
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		669.11
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 5/2026	FBN5626027		259.83
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		347.33
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		523.23
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		800.69

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R24 CA Tire Tax	FBN5626027		8.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		415.58
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Sales Tax	FBN5626027		-1,641.81
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		703.61
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Tax on Gain on Prior	FBN5626027		1,641.80
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 5/01/2026 - 5/31/2026	FBN5626027		1,088.94
Vendor 6189 - ENTERPRISE FM TRUST Total:					14,408.84
Vendor: 1482 - ERWIN MENDEZ					
100-1211	ERWIN MENDEZ	Computer Loan	5212026		1,881.40
Vendor 1482 - ERWIN MENDEZ Total:					1,881.40
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 5/2026	H10866		190.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					190.00
Vendor: T5149 - FERNANDO BUGARIN					
100-2120	FERNANDO BUGARIN	ROP Bldg Rent Deposit Refund 5/23/2026	R112562		250.00
Vendor T5149 - FERNANDO BUGARIN Total:					250.00
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Brisas Sweeping 5/2026	212335		66.00
100-1410-7810	A-1 MAINTENANCE SERVICES ...	Las Posadas Sweeping 5/2026	212336		66.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					132.00
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	155207		982.85
Vendor 4690 - FULLER ENGINEERING INC Total:					982.85
Vendor: 1694 - GERARD BATISTA					
100-1410-7610	GERARD BATISTA	CJPIA Leadership Academy Expense Reimbursement	5/18/26 - 5/21/26		147.16
Vendor 1694 - GERARD BATISTA Total:					147.16
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Public Safety Letterhead/Envelopes	113949		1,865.46
Vendor 5340 - GRAND PRINTING INC Total:					1,865.46
Vendor: 5347 - GRANICUS INC					
100-1020-7712	GRANICUS INC	Website Homepage 7th Button	230384		93.31
Vendor 5347 - GRANICUS INC Total:					93.31
Vendor: 6002 - HEULYN REGINA DUMAS-JOHNSON					
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Lessons 5/2026	SC-5/2026		77.00
100-1605-7736	HEULYN REGINA DUMAS-JOH...	Creative Sewing 3/25/2026 - 5/16/2026	Spring/Rec-05-2026		2,156.00
Vendor 6002 - HEULYN REGINA DUMAS-JOHNSON Total:					2,233.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Comty Ctr HDMI Cord	2534519		38.65
100-1610-7618	HOME DEPOT CREDIT SERVICES	Community Garden Monument	1041863		33.98
100-1410-7980	HOME DEPOT CREDIT SERVICES	City Yard Tools & Supplies	0552539		84.97
100-1610-7618	HOME DEPOT CREDIT SERVICES	CH Lights/SC Broom/Hand Sanitizer	5530517		121.15

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1410-7980	HOME DEPOT CREDIT SERVICES	Sign Repairs Tools & Supplies	6804472		26.46
100-1410-7980	HOME DEPOT CREDIT SERVICES	Field Services Tools and Supplies	4540420		156.48
100-1410-7980	HOME DEPOT CREDIT SERVICES	Early Pay Discount (Inv #4540420)	5994991		-2.83
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					458.86
Vendor: T3565 - HUGO SOLORZANO					
100-2120	HUGO SOLORZANO	SC Rent Deposit Refund 5/16/2026	R112205		500.00
Vendor T3565 - HUGO SOLORZANO Total:					500.00
Vendor: T5147 - INTELISYN INC					
100-2121	INTELISYN INC	Refund-Eng Backchecks (COH/DOC Project)	R103104	202123-COH-PassThru Dep-D...	800.00
Vendor T5147 - INTELISYN INC Total:					800.00
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7735	J & J SPORTS & TROPHIES	TC Summer Kickoff Awards	32357		88.15
Vendor 0594 - J & J SPORTS & TROPHIES Total:					88.15
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	6/2026		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 6398 - JACQUELINE HASTY					
100-1605-7736	JACQUELINE HASTY	Sticker Design 3/26/2026 - 4/14/2026	Sticker Spring 2026		168.00
Vendor 6398 - JACQUELINE HASTY Total:					168.00
Vendor: 6271 - JAVIER DJEU TENNIS					
100-1605-7736	JAVIER DJEU TENNIS	Spring Tennis 3/27/2026 - 5/1/2026	051326		862.40
Vendor 6271 - JAVIER DJEU TENNIS Total:					862.40
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	6/2026		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 0086 - JOHN FASANA					
100-1825-7674	JOHN FASANA	Health Insurance Reimbursement	6/2026		435.00
Vendor 0086 - JOHN FASANA Total:					435.00
Vendor: T3851 - JOVANA VILLEGAS					
100-1605-7736	JOVANA VILLEGAS	Spring Culinary Kids/Ballet 3/25/2026 - 5/16/2026	5212026		1,729.00
Vendor T3851 - JOVANA VILLEGAS Total:					1,729.00
Vendor: 6836 - KAREN WARNER					
100-1405-7965	KAREN WARNER ASSOCIATES	2025 Annual Performance Report Revisions	901		370.00
Vendor 6836 - KAREN WARNER Total:					370.00
Vendor: T5152 - KATHERINE POWERS					
100-4815	KATHERINE POWERS	Summer Day Camp S5 Refund (Copland Powers)	2002596.002		120.00
100-4815	KATHERINE POWERS	Summer Day Camp S5 Refund (Finnian Powers)	2002597.002		120.00
100-4815	KATHERINE POWERS	Summer Day Camp S6 Refund (Copland Powers)	2002598.002		150.00
100-4815	KATHERINE POWERS	Summer Day Camp S6 Refund (Finnian Powers)	2002599.002		150.00
Vendor T5152 - KATHERINE POWERS Total:					540.00
Vendor: 1592 - KRISTEN PETERSEN					
100-1805-7610	KRISTEN PETERSEN	CCCA Annual Conference Expense Reimbursement	5/13/26 - 5/17/26		574.63

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7711	KRISTEN PETERSEN	Employee Memorial Day BBQ Expense Reimbursement	5/20/2026		100.86
Vendor 1592 - KRISTEN PETERSEN Total:					675.49
Vendor: 6863 - LA HOLDCO LLC					
100-1605-7737	DODGER TICKETS LLC	Balance-Excursion Tickets (Dodger Game 8/10/2026)	45505230		1,900.00
100-1750	DODGER TICKETS LLC	Balance-Excursion Tickets (Dodger Game 8/10/2026)	45505230		730.00
Vendor 6863 - LA HOLDCO LLC Total:					2,630.00
Vendor: 6690 - LA-RICS					
100-1205-7655	LA-RICS	(15) Radio Subscriptions 3/2026	DUARTE FY25/26-09		300.00
100-1205-7655	LA-RICS	(15) Radio Subscriptions 4/2026	DUARTE FY25/26-10		300.00
Vendor 6690 - LA-RICS Total:					600.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Sheriff's Contract 4/2026	262763AY		482,922.60
100-1205-7781	LOS ANGELES COUNTY SHERIF...	Tobacco Enforcement Operation 3/21/2026	26281AY	202419-Contract Law Enforc...	1,356.81
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					484,279.41
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAG...	Chamber Lease 6/2026	huntplaz-1735-0626		1,750.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,750.00
Vendor: 5355 - LUZ YESENIA PAEZ					
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	5/18/2026		50.00
Vendor 5355 - LUZ YESENIA PAEZ Total:					50.00
Vendor: T5151 - MADISON PFRIMMER					
100-2120	MADISON PFRIMMER	Field Rent Deposit Refund	R112066		100.00
Vendor T5151 - MADISON PFRIMMER Total:					100.00
Vendor: 4139 - MAGIC JUMP RENTALS INC					
100-1010-7980	MAGIC JUMP RENTALS INC	Sport Arena 15x15	4202026		165.00
100-1010-7980	MAGIC JUMP RENTALS INC	Additional Fees	4202026		262.00
100-1010-7980	MAGIC JUMP RENTALS INC	Service Cost	4202026		35.00
100-1010-7980	MAGIC JUMP RENTALS INC	4000 Generator	4202026		447.00
100-1010-7980	MAGIC JUMP RENTALS INC	Soccer Gold Cup Inflatable	4202026		299.00
100-1010-7980	MAGIC JUMP RENTALS INC	(1) Coupon Discount	4202026		-131.00
100-1010-7980	MAGIC JUMP RENTALS INC	Human Foosball Game	4202026		399.00
Vendor 4139 - MAGIC JUMP RENTALS INC Total:					1,476.00
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	City Hall Electrical Cabinet Installation	000204		2,415.96
Vendor 5981 - MARCUS LEON BANKS SR Total:					2,415.96
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	6/2026		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: 6695 - MARTIN CALDERON RIOS					
100-1005-7647	MARTIN CALDERON RIOS	Council Vehicle Allowance	6/2026		75.00
Vendor 6695 - MARTIN CALDERON RIOS Total:					75.00
Vendor: T3398 - MATTHEW FRARY					
100-2120	MATTHEW FRARY	Pickleball Court Rent Deposit Refund 5/9/2026	R112174		100.00
Vendor T3398 - MATTHEW FRARY Total:					100.00
Vendor: 1042 - MICHAEL TARR					
100-1825-7674	MICHAEL TARR	Health Insurance Reimbursement	6/2026		435.00
Vendor 1042 - MICHAEL TARR Total:					435.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 3/2026	0096488		9,130.21
100-1010-7965	MOORE IACOFANO GOLTSMA...	CO2-Add'l Website Hosting & Maintenance	0096488		3,062.64
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					12,192.85
Vendor: 2461 - MVP, LLC					
100-1205-7787	MOUNTAIN VISA PLAZA	Public Safety Lease	6/2026		8,537.00
Vendor 2461 - MVP, LLC Total:					8,537.00
Vendor: 6880 - NATALIE LANZA					
100-1605-7693	NATALIE LANZA	2026 MYC Scholarship	06012026		400.00
Vendor 6880 - NATALIE LANZA Total:					400.00
Vendor: 6223 - NEARMAP US INC					
100-1405-7980	NEARMAP US INC	Nearmap Annual Subscription 4/26/26 - 4/25/27	INV01791361		10,395.87
Vendor 6223 - NEARMAP US INC Total:					10,395.87
Vendor: 6876 - NED PAN INC					
100-1605-7737	PANTAGES THEATRE	Excursion Tickets (Phantom of the Opera 7/7/2026)	834742		2,473.00
Vendor 6876 - NED PAN INC Total:					2,473.00
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	6/2026		76.92
Vendor 1197 - PAMELA ROMERO Total:					76.92
Vendor: 6805 - PORTAL LANGUAGES COSTA MESA LLC					
100-1605-7736	PORTAL LANGUAGES COSTA ...	Spring Adult Spanish 3/26/26 - 5/14/26	INV-10312		153.30
Vendor 6805 - PORTAL LANGUAGES COSTA MESA LLC Total:					153.30
Vendor: 6873 - REM INDUSTRIES LLC					
100-1205-7980	IDVILLE	Systems - ID Maker Apollo 2-Sided	44073782		3,976.90
100-1205-7980	IDVILLE	Badge Holder - Hard Card - Vertical	44073782		183.85
100-1205-7980	IDVILLE	Strap Clip - Clear	44073782		39.78
Vendor 6873 - REM INDUSTRIES LLC Total:					4,200.53
Vendor: 6879 - RICHARD GONZALEZ					
100-1605-7735	POPS BBQ LLC	TC Cinco de Mayo Catering 5/5/2026	78		760.00
100-1605-7735	POPS BBQ LLC	Teen Ctr Summer Kickoff Catering 5/20/26	81		960.00
Vendor 6879 - RICHARD GONZALEZ Total:					1,720.00
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	6/2026		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: T5150 - SANDEEP MITAL					
100-4807	SANDEEP MITAL	2025-2026 Fitness Ctr Membership Refund	2001014.004		120.00
Vendor T5150 - SANDEEP MITAL Total:					120.00
Vendor: T4970 - SANTA ANITA LITTLE LEAGUE					
100-2120	SANTA ANITA LITTLE LEAGUE	Field Rent Deposit Refund	R111454		100.00
Vendor T4970 - SANTA ANITA LITTLE LEAGUE Total:					100.00
Vendor: T5155 - SHEILA N WILLIAMSON					
100-2126	SHEILA N WILLIAMSON	Const/Demo Deposit Refund (P#2025-002)	R106993		2,640.00
100-5004	SHEILA N WILLIAMSON	Administrative Fee (P#2025-002)	R106993		-125.00
Vendor T5155 - SHEILA N WILLIAMSON Total:					2,515.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T5148 - SHUORUNG PROPERTIES LLC					
100-2121	SHUORUNG PROPERTIES LLC	1404-1414 Royal Oaks Add'l Meeting Refund	R111224	202512-100-2121/1404-1411 ...	837.00
Vendor T5148 - SHUORUNG PROPERTIES LLC Total:					837.00
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SUPPLY SOLUTIONS	Return from Invoice #166643	167395		-77.11
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	166643-02		118.05
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	169064		1,415.56
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					1,456.50
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Kitchen/Meeting Supplies	655966		145.38
100-1605-7733	SMART & FINAL	Senior Ctr Event Drinks	146299		180.60
100-1605-7735	SMART & FINAL	Teen Ctr Summer Kickoff BBQ Supplies	385844		261.87
100-1605-7733	SMART & FINAL	Senior Ctr Trip Snacks	536700		63.85
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	792877		556.54
Vendor 0209 - SMART & FINAL Total:					1,208.24
Vendor: T4691 - SOFIA A PEREZ					
100-1605-7736	PEREZ DANCE & TUMBLING A...	Spring Dance Tumbling 4/27/26 - 5/21/26	012		746.20
Vendor T4691 - SOFIA A PEREZ Total:					746.20
Vendor: 4575 - SOUTH COAST AQMD					
100-1410-7656	SOUTH COAST AIR QUALITY ...	FY26 Emergency Generator Hot Spots Fee	4723289		172.49
Vendor 4575 - SOUTH COAST AQMD Total:					172.49
Vendor: 6784 - SOUTHWEST OFFSET PRINTING CO INC					
100-1605-7739	SOUTHWEST OFFSET PRINTIN...	Summer 2026 Duarte City News Printing and Mailing	210224		7,001.06
Vendor 6784 - SOUTHWEST OFFSET PRINTING CO INC Total:					7,001.06
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1010-7614	STAPLES	Office Supplies	6064109859		83.37
Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:					83.37
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	6/2026		435.00
Vendor 0083 - STEVE ESBENSHADE Total:					435.00
Vendor: 6881 - STEVEN LEVY CRUZ					
100-1010-7980	AFJA PUPUSAS LLC	One Nation Under Gol Food Truck/STEM	6/12/2026		2,500.00
Vendor 6881 - STEVEN LEVY CRUZ Total:					2,500.00
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 4/23/2026	SA-68708		175.00
Vendor 1610 - SUNWEST ENGINEERING Total:					175.00
Vendor: 6627 - SWEET BASIL PIZZA #1					
100-1205-7783	SWEET BASIL PIZZA #1	A-Team Field Trip Meals 5/14/2026	DZGB1SJE		178.45
Vendor 6627 - SWEET BASIL PIZZA #1 Total:					178.45
Vendor: 6457 - TERA MARTIN DEL CAMPO					
100-1005-7641	TERA MARTIN DEL CAMPO	Council Vehicle Allowance	6/2026		75.00
Vendor 6457 - TERA MARTIN DEL CAMPO Total:					75.00
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	6/2026		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5296 - THE BASHFUL BUTLER LLC					
100-1020-7719	THE BASHFUL BUTLER LLC	Volunteer Recognition Extra Meals	2827		431.93
Vendor 5296 - THE BASHFUL BUTLER LLC Total:					431.93
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Tootsie' Screening/Presentation	6112026		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	6/2026		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 6285 - TORTORO ENTERPRISES INC					
100-1605-7758	FUN SERVICES	Deposit-IDC 2026 Inflatables & Attractions	234069		1,690.00
Vendor 6285 - TORTORO ENTERPRISES INC Total:					1,690.00
Vendor: 4484 - U.S. BANK					
100-1005-7640	U.S. BANK	Cesar Garcia ICSC Conf Hotel (Park/The Reserve)	5252026BV		960.33
100-1005-7643	U.S. BANK	Vinh Truong ICSC Conf Hotel (Park/The Reserve)	5252026BV		960.33
100-1010-7610	U.S. BANK	CM/Union Quarterly Mtg 4/29/26 (Janet's)	5252026BV		199.41
100-1010-7610	U.S. BANK	Brian V/Vinh T ICSC Conf Meal 5/19/26 (LA Mashgi)	5252026BV		19.40
100-1010-7610	U.S. BANK	Brian V ICSC Conference Meal 5/20/26 (Starbucks)	5252026BV		30.14
100-1010-7610	U.S. BANK	Brian V/Craig H ICSC Conf Meal 5/19/26 (Primrose)	5252026BV		68.04
100-1010-7610	U.S. BANK	Brian V ICSC Conference Hotel (Park/The Reserve)	5252026BV		537.42
100-1010-7610	U.S. BANK	Brian V ICSC Conf Meal 5/18/26 (Park MGM)	5252026BV		26.54
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	5252026BV		18.00
100-1010-7614	U.S. BANK	(3) Blue Certificate Holders (Amazon)	5252026BV		109.35
100-1010-7980	U.S. BANK	Quarterly Managers Meeting 4/29/26 (Jersey Mikes)	5252026BV		95.00
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Sushi Fire)	5252026BV		49.83
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Janets)	5252026BV		250.20
100-1010-7980	U.S. BANK	Community Clean-up Event Lunch (Redwood Pizza)	5252026BV		99.07
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Janets)	5252026BV		206.62
100-1010-7980	U.S. BANK	Olympics/World Cup Ad Hoc Mtg 5/5/26 (JerseyMikes)	5252026BV		95.00
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Tropicana Mkt)	5252026BV		59.40
100-1010-7980	U.S. BANK	CC Mtg 5/12/26 Dinner (GrubHub-El Picosito)	5252026BV		33.05
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Portos)	5252026BV		50.49
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Tacos Ensenada)	5252026BV		8.72
100-1010-7980	U.S. BANK	DashPass 5/5/2026 - 6/5/2026 (DoorDash)	5252026BV		9.99
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (Sweet Nothings)	5252026BV		47.00
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Cabrera)	5252026BV		31.83

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Cava)	5252026BV		23.84
100-1010-7980	U.S. BANK	CC Mtg 4/28/26 Dinner (DoorDash-Urban Cafe)	5252026BV		22.68
100-1010-7980	U.S. BANK	Community Clean-up Event Refreshments (CVS)	5252026BV		11.18
100-1010-7980	U.S. BANK	Animal Control Workshop 5/12/26 (DoorDash-Genes)	5252026BV		51.81
100-1020-7712	U.S. BANK	Spotify Monthly Subscription	5252026BV		21.99
100-1020-7712	U.S. BANK	Hootsuite Monthly Subscription	5252026BV		149.00
100-1020-7712	U.S. BANK	Constant Contact Monthly Subscription	5252026BV		86.45
100-1020-7712	U.S. BANK	Teleprompter Lifetime Subscription (Paddle.net)	5252026BV		159.99
100-1020-7721	U.S. BANK	Call for Artists Applications (Creative West)	5252026BV		224.10
100-1810-7611	U.S. BANK	(4) SB 827 Trainings (League of CA Cities)	5252026BV		200.00
100-1810-7611	U.S. BANK	(6) SB 827 Trainings (BBK Law)	5252026BV		450.00
100-1405-7610	U.S. BANK	Interview Panel Lunch 4/30/26 (Heemo Sushi)	5252026CH		168.09
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Parking (OIAA Parking)	5252026CH		60.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Hotel Parking (Park MGM)	5252026CH		40.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Hotel (Park/TheReserve)	5252026CH		537.42
100-1405-7610	U.S. BANK	Craig Hensley APA Nat'l Online Conference	5252026CH		450.00
100-1405-7610	U.S. BANK	Craig Hensley ICSC Conf Meal 5/20/26 (BrokenYolk)	5252026CH		33.26
100-1405-7612	U.S. BANK	Craig Hensley APA-AICP Membership	5252026CH		845.80
100-1410-7612	U.S. BANK	Hydrawise Subscription 4/29/26-4/29/27(Paddle.Net)	5252026CH		374.00
100-1010-7980	U.S. BANK	Budget Workshop Dessert (Crumb)	5252026KP		100.00
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Supplies (Vons)	5252026KP		28.71
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Supplies (Smart & Final)	5252026KP		90.10
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Table Cloths (Amazon)	5252026KP		62.73
100-1020-7711	U.S. BANK	Employee Memorial Day BBQ Decor (Amazon)	5252026KP		48.58
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Trader Joes)	5252026KP		94.75
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Smart & Final)	5252026KP		301.27
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Supplies (Costco)	5252026KP		592.37
100-1020-7980	U.S. BANK	Employee Memorial Day BBQ Dessert (Handels)	5252026KP		500.00
100-1205-7783	U.S. BANK	A-Team Magic Mountain Tickets/Pkg/Meals (SixFlags)	5252026KP		787.92
100-1805-7610	U.S. BANK	Kristen Mtg w/Monrovia Staff 5/11/26 (10617 Cava)	5252026KP		34.37
100-1805-7610	U.S. BANK	Kristen Petersen CCCA Conf Hotel (Renaissance)	5252026KP		1,303.64
100-1805-7610	U.S. BANK	Kristen Meeting w/Larry B 4/28/26 (HopeVillage)	5252026KP		55.41
100-1805-7612	U.S. BANK	Refund-KP 2026 CSMFO Dues (X2)	5252026KP		-155.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1805-7614	U.S. BANK	Budget Workshop Supplies (Amazon)	5252026KP		34.09
100-1810-7610	U.S. BANK	Kristen Petersen CalPELRA Annual Conference	5252026KP		875.00
100-1810-7612	U.S. BANK	Kristen Petersen CalPELRA Membership	5252026KP		390.00
100-1815-7632	U.S. BANK	Finance Webinar 5/7/2026 - 6/6/2026 (Zoom)	5252026KP		96.00
100-1205-7610	U.S. BANK	RBS Server Training 5/7/26 (AAAFoodHandler.com)	5252026LB		7.95
100-1205-7610	U.S. BANK	RBS Server Training Certificate Fee (Dept of ABC)	5252026LB		3.00
100-1205-7610	U.S. BANK	Refund-Larry Breceda CCCA Conf Hotel (Renaissance)	5252026LB		-200.00
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Meal 5/15/26 (Renaissance)	5252026LB		8.62
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conference Hotel (Renaissance)	5252026LB		1,503.64
100-1205-7610	U.S. BANK	Bryan Ariizumi CESA Conference Hotel (Hyatt)	5252026LB		1,557.00
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Meal 5/14/26 (Renaissance)	5252026LB		19.93
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Lunch 5/14/26 (JimmyJohn)	5252026LB		5.99
100-1205-7614	U.S. BANK	Office Supplies (Target)	5252026LB		14.38
100-1205-7615	U.S. BANK	EOC Memory Cards/Reader/Camera Holder (Amazon)	5252026LB		169.05
100-1205-7636	U.S. BANK	PS Personnel Uniform Shorts (5.11 Inc)	5252026LB		397.80
100-1205-7779	U.S. BANK	Office Help 5/22/26 Meal (Dominos Pizza)	5252026LB		51.89
100-1205-7779	U.S. BANK	DART General Meeting 4/29/26 (Smart & Final)	5252026LB		45.91
100-1205-7779	U.S. BANK	DART Officer Meeting 5/18/26 (The Habit Burger)	5252026LB		52.54
100-1205-7779	U.S. BANK	DART General Meeting 4/29/26 (Dominos Pizza)	5252026LB		78.86
100-1205-7779	U.S. BANK	DART Volunteer Event 5/7/26 (Hong Kong Express)	5252026LB		76.70
100-1205-7779	U.S. BANK	DART Field Trip 5/13/26 (AMC Santa Anita)	5252026LB		76.86
100-1205-7779	U.S. BANK	DART Volunteer Event Supplies (Target)	5252026LB		92.47
100-1205-7779	U.S. BANK	DART General Meeting 5/19/26 (Dominos Pizza)	5252026LB		92.92
100-1205-7779	U.S. BANK	DART Angel Game Trip 6/12/26 (Stubhub)	5252026LB		161.64
100-1205-7779	U.S. BANK	DART Volunteer Event Supplies (Target)	5252026LB		55.44
100-1205-7779	U.S. BANK	DART General Meeting 5/19/26 (Grocery Outlet)	5252026LB		36.31
100-1205-7779	U.S. BANK	DART Volunteer Event Breakfast (Starbucks)	5252026LB		85.00
100-1205-7779	U.S. BANK	Volunteer Event 5/4/26 Food (Daves Hot Chicken)	5252026LB		96.01
100-1205-7779	U.S. BANK	DART Supplies (Amazon)	5252026LB		7.49
100-1205-7783	U.S. BANK	A-Team Field Trip 5/13/26 Water (Target)	5252026LB		13.18
100-1205-7783	U.S. BANK	A-Team Field Trip 5/13/26 Popcorn (FoothillCinema)	5252026LB		140.00
100-1205-7783	U.S. BANK	A-Team Magic Mtn Trip 5/23/26 Breakfast(McDonalds)	5252026LB		53.97

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7783	U.S. BANK	A-Team Field Trip 5/5/2026 (Foothill Cinema)	5252026LB		493.00
100-1205-7783	U.S. BANK	A-Team Magic Mountain Trip 5/23/26 Meals/Drinks	5252026LB		33.46
100-1205-7980	U.S. BANK	Neighborhood Watch Meeting Signs (Knight Ventures)	5252026LB		165.75
100-1205-7980	U.S. BANK	Outreach Event Jr Deputy Stickers (Creative Srvcs)	5252026LB		478.95
100-1205-7980	U.S. BANK	Neighborhood Watch Meeting Signs (FSP-Lotus Wolf)	5252026LB		94.24
100-1005-7640	U.S. BANK	City Branded Hats for CC Garcia (CustomLids)	5252026ME		73.80
100-1010-7980	U.S. BANK	Soccer Ball Lip Balm/Ice Packs (4 All Promos)	5252026ME		811.27
100-1010-7980	U.S. BANK	One Nation Under Gol 6/12/26 Health Permit (LADHP)	5252026ME		554.03
100-1010-7980	U.S. BANK	IDC VIP Table Gift Bags (Amazon)	5252026ME		394.24
100-1010-7980	U.S. BANK	One Nation Under Gol Supplies (Amazon)	5252026ME		378.82
100-1010-7980	U.S. BANK	SOTC Reception Balloons (Winner Party)	5252026ME		300.46
100-1020-7711	U.S. BANK	Memorial Day BBQ Supplies (Target)	5252026ME		49.73
100-1020-7719	U.S. BANK	Volunteer Recognition Giveaways (4Imprint)	5252026ME		547.16
100-1205-7655	U.S. BANK	(10) Lifeguard Certifications (American Red Cross)	5252026ME		480.00
100-1605-7610	U.S. BANK	Flyer Design Mtg Staff Lunch 5/19/26 (JerseyMikes)	5252026ME		15.90
100-1605-7610	U.S. BANK	P&R Staff Meeting Snacks 5/14/26 (Krispy Kreme)	5252026ME		35.98
100-1605-7610	U.S. BANK	Flyer Design Mtg Staff Lunch 5/19/26 (Jamb Juice)	5252026ME		9.59
100-1605-7610	U.S. BANK	Staff Meeting Refreshments (El Picosito)	5252026ME		61.33
100-1605-7610	U.S. BANK	P&R Staff Breakfast 5/6/26 (T Burgers)	5252026ME		109.85
100-1605-7614	U.S. BANK	Office Decorations (Amazon)	5252026ME		11.05
100-1605-7614	U.S. BANK	Pens (Amazon)	5252026ME		6.61
100-1605-7614	U.S. BANK	iCloud Storage (Apple.com)	5252026ME		0.99
100-1605-7614	U.S. BANK	Storage Bin (Amazon)	5252026ME		13.25
100-1605-7693	U.S. BANK	Teen Ctr MYC Name Tags (Amazon)	5252026ME		51.91
100-1605-7693	U.S. BANK	Teen Ctr MYC Meal 5/11/26 (Panda Express)	5252026ME		243.10
100-1605-7730	U.S. BANK	Tunnel Entrances (Wayfair)	5252026ME		220.98
100-1605-7730	U.S. BANK	Eggfest 2026 Volunteer Pizza (Dominos)	5252026ME		88.30
100-1605-7730	U.S. BANK	Eggfest 2026 Volunteer Refreshments (Costco)	5252026ME		93.65
100-1605-7730	U.S. BANK	Splash in the Park Event Supplies (Target)	5252026ME		162.40
100-1605-7733	U.S. BANK	SC Volunteer Recognition Dessert (Portos Bakery)	5252026ME		166.50
100-1605-7733	U.S. BANK	SC Cinco de Mayo Event (Panaderia La Paloma)	5252026ME		56.25
100-1605-7733	U.S. BANK	Volunteer Recognition Pins (Amazon)	5252026ME		41.76
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	5252026ME		36.81
100-1605-7733	U.S. BANK	Senior Ctr Event Supplies (Amazon)	5252026ME		132.00
100-1605-7733	U.S. BANK	SC Cinco de Mayo Supplies (Amazon)	5252026ME		30.48

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7733	U.S. BANK	Senior Ctr Event Bowls (Amazon)	5252026ME		65.78
100-1605-7733	U.S. BANK	SC Kitchen Supplies (Amazon)	5252026ME		26.51
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	5252026ME		64.97
100-1605-7733	U.S. BANK	SC Office Supplies (Amazon)	5252026ME		18.35
100-1605-7733	U.S. BANK	SC Decorations (Amazon)	5252026ME		16.12
100-1605-7733	U.S. BANK	Senior Ctr Event Decorations (Amazon)	5252026ME		10.48
100-1605-7733	U.S. BANK	SC Cinco de Mayo Event (La Michoacana)	5252026ME		268.52
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/2026 - 6/3/2026	5252026ME		8.99
100-1605-7733	U.S. BANK	Senior Ctr Office Supplies (Amazon)	5252026ME		292.39
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	5252026ME		26.50
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/2026 - 6/3/2026	5252026ME		11.00
100-1605-7735	U.S. BANK	TC Cinco de Mayo Regal Giftcard (Amazon)	5252026ME		45.00
100-1605-7735	U.S. BANK	TC Cinco de Mayo Subway Giftcard (Amazon)	5252026ME		50.00
100-1605-7735	U.S. BANK	TC Keychain Flashlight (Amazon)	5252026ME		8.83
100-1605-7735	U.S. BANK	Return-TC Keychain Flashlight (Amazon)	5252026ME		-8.83
100-1605-7735	U.S. BANK	TC Duarte Dance Competition 5/22/26 (RefreshDance)	5252026ME		1,010.00
100-1605-7735	U.S. BANK	TC Duarte Dance LA Sparks Pkg 5/15/26 (VividSeats)	5252026ME		14.08
100-1605-7735	U.S. BANK	TC Cooking Supplies (Amazon)	5252026ME		88.31
100-1605-7735	U.S. BANK	TC Dance Bandanas/EA Sports Game (Amazon)	5252026ME		71.75
100-1605-7735	U.S. BANK	TC Duarte Dance LA Sparks Pkg 5/15/26 (Stubhub)	5252026ME		110.03
100-1605-7735	U.S. BANK	Return-TC Cinco de Mayo Giftcards (Amazon)	5252026ME		-80.00
100-1605-7739	U.S. BANK	Independence Day Bunting (Independence Bunting)	5252026ME		1,400.00
100-1605-7739	U.S. BANK	Refreshment Supplies (Customnapkin)	5252026ME		273.00
100-1605-7741	U.S. BANK	Youth Sports Soccer Party 5/22/26 (Dominos)	5252026ME		172.14
100-1605-7745	U.S. BANK	TC Boxing Heavy Bag Hardware (Amazon)	5252026ME		132.16
100-1605-7758	U.S. BANK	IDC 2026 Decorative Ribbon (Amazon)	5252026ME		102.14
100-1605-7758	U.S. BANK	Independence Day Ribbon (Amazon)	5252026ME		128.66
100-1605-7758	U.S. BANK	Return-Independence Day Ribbon (Amazon)	5252026ME		-26.50
100-1605-7758	U.S. BANK	IDC 2026 Supplies (Hobby Lobby)	5252026ME		48.52
100-1605-7980	U.S. BANK	Misc Event Balloons (Winner Party)	5252026ME		364.76
100-1610-7618	U.S. BANK	Council Drinks (Target)	5252026ME		44.38
100-1610-7636	U.S. BANK	City Branded Hats for Staff (CustomLids)	5252026ME		319.52

Vendor 4484 - U.S. BANK Total: 29,340.42

Vendor: 0231 - US POSTAL SERVICE

100-1825-7626	POSTMASTER	Dog License Reminder Bulk Mail	688161974		500.00
---------------	------------	--------------------------------	-----------	--	--------

Vendor 0231 - US POSTAL SERVICE Total: 500.00

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6196 - VINH TRUONG					
100-1005-7643	VINH TRUONG	Council Vehicle Allowance	6/2026		75.00
Vendor 6196 - VINH TRUONG Total:					75.00
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	5/18/2026		50.00
Vendor 5835 - WALLACE WOLFF Total:					50.00
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	83931559		149.18
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					149.18
Vendor: 4725 - WILD RIVERS WATERPARK					
100-1605-7738	WILD RIVERS WATERPARK	Teen Ctr Excursion Tickets	6/18/2026		1,115.00
Vendor 4725 - WILD RIVERS WATERPARK Total:					1,115.00
Fund 100 - GENERAL FUND Total:					759,930.86
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 5210 - ACOSTA GROWERS INC					
240-2421-7887	ACOSTA GROWERS INC	Las Lomas LLD Landscape Shrub Replacement	52837		1,727.70
Vendor 5210 - ACOSTA GROWERS INC Total:					1,727.70
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES					
240-2410-7662	COUNTY OF LOS ANGELES AGR..	Gopher Control 3/2026	261626		284.58
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES Total:					284.58
Vendor: 5798 - DUNWRIGHT PAINTING & COATINGS					
240-2430-7887	DUNWRIGHT PAINTING & CO...	The Mesa Sign Replacement	328		2,120.00
Vendor 5798 - DUNWRIGHT PAINTING & COATINGS Total:					2,120.00
Vendor: 1570 - FRIEDRICH ENTERPRISES INC					
240-2426-7810	A-1 MAINTENANCE SERVICES ...	Grocery Outlet Ctr Sweeping 5/2026	212334		843.00
Vendor 1570 - FRIEDRICH ENTERPRISES INC Total:					843.00
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2420-7887	LANDSCAPE WAREHOUSE INC	Irrigation Supplies	2605-643868		130.00
240-2410-7888	LANDSCAPE WAREHOUSE INC	Hacienda Park Irrigation Repairs	2605-651971		9.51
240-2421-7887	LANDSCAPE WAREHOUSE INC	Irrigation Supplies	2605-652273		391.77
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					531.28
Vendor: 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION					
240-2405-7877	CALTRANS	Signals & Lighting Maintenance 1/2026 - 3/2026	SL260806		494.55
Vendor 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION Total:					494.55
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming	244106		6,652.50
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming	244106		47,986.70
Vendor 1521 - WEST COAST ARBORISTS INC Total:					54,639.20
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					60,640.31
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 6821 - SAVI CONSTRUCTION INC					
260-2127	SAVI CONSTRUCTION INC	Retention-FY 25-26 CDBG ADA 1 Curb Ramp Project		202610-Retention-CDBG-ADA...	-5,457.30
260-2605-8061	SAVI CONSTRUCTION INC	FY 25-26 CDBG ADA Curb Ramp 1 Project		202610-CDBG-ADA Curb Ram...	83,594.00
260-2605-8061	SAVI CONSTRUCTION INC	City CO-FY 25-26 CDBG ADA 1 Curb Ramp Project		202610-CDBG-ADA Curb Ram...	25,552.00
Vendor 6821 - SAVI CONSTRUCTION INC Total:					103,688.70
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					103,688.70

Council Warrant Register By Vendor

Payment Dates: 5/28/2026 - 6/10/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF...	Sheriff's Contract 4/2026	262763AY		11,738.38
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,738.38
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,738.38
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)					
Vendor: 6821 - SAVI CONSTRUCTION INC					
300-2127	SAVI CONSTRUCTION INC	Retention-FY 25-26 CDBG ADA 1 Curb Ramp Project		202610-Retention-TDA-Sidewa..	-945.30
300-3005-8060	SAVI CONSTRUCTION INC	FY 25-26 CDBG ADA Curb Ramp 1 Project		202610-TDA-Sidewalk Improv ...	18,906.00
Vendor 6821 - SAVI CONSTRUCTION INC Total:					17,960.70
Fund 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821) Total:					17,960.70
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 5/01/2026 - 5/31/2026	FBN5626027		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 5/01/2026 - 5/31/2026	FBN5626027		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 5/01/2026 - 5/31/2026	FBN5626027		397.21
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 5/01/2026 - 5/31/2026	FBN5626027		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 5/01/2026 - 5/31/2026	FBN5626027		569.24
Vendor 6189 - ENTERPRISE FM TRUST Total:					2,580.01
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					2,580.01
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
440-4405-7650	AUTOZONE	Yard Supplies	02814927823		40.86
Vendor 1491 - AUTOZONE Total:					40.86
Vendor: 3192 - Foothill Transit					
440-4405-8013	FOOTHILL TRANSIT	86th Installment of 3rd Bus 5/2026	SI011243		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2026	SI011244		24,536.29
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2026	SI011244		-776.80
Vendor 3192 - Foothill Transit Total:					27,646.54
Vendor: 4484 - U.S. BANK					
440-4405-7650	U.S. BANK	Erwin Mendez Ontario to Station 4/29/26 (Lyft)	5252026KP		26.95
Vendor 4484 - U.S. BANK Total:					26.95
Fund 440 - PROPOSITION A TRANSIT FUND Total:					27,714.35
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - Foothill Transit					
460-4605-8013	FOOTHILL TRANSIT	86th Installment of 3rd Bus 5/2026	SI011243		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2026	SI011244		20,075.14
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2026	SI011244		-635.57
Vendor 3192 - Foothill Transit Total:					22,619.88
Fund 460 - PROPOSITION C TRANSIT FUND Total:					22,619.88
Fund: 680 - Duarte Housing Authority					
Vendor: 6175 - HARRIS & ASSOCIATES					
680-6805-7965	HARRIS & ASSOCIATES	Housing Successor Advisory Srcvs 4/5/26 - 5/2/26	72149		500.00
Vendor 6175 - HARRIS & ASSOCIATES Total:					500.00
Fund 680 - Duarte Housing Authority Total:					500.00
Grand Total:					1,007,373.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	759,930.86
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	60,640.31
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	103,688.70
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,738.38
300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)	17,960.70
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,580.01
440 - PROPOSITION A TRANSIT FUND	27,714.35
460 - PROPOSITION C TRANSIT FUND	22,619.88
680 - Duarte Housing Authority	500.00
Grand Total:	1,007,373.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	1,109.13
100-1005-7641	Travel & Exp - Martin Del...	75.00
100-1005-7642	Travel & Exp - Finlay	75.00
100-1005-7643	Travel & Exp - Truong	1,035.33
100-1005-7647	Travel & Exp - Calderon	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1010-7610	Travel, Mtgs & Conf	2,090.85
100-1010-7612	Publications and Dues	18.00
100-1010-7614	Office Supplies	192.72
100-1010-7965	Professional Services	12,192.85
100-1010-7980	Other Expenses	15,577.10
100-1020-7710	Chamber Of Commerce	1,750.00
100-1020-7711	Employee Recognition C...	380.71
100-1020-7712	Community Information ...	510.74
100-1020-7719	Volunteer Recognition	979.09
100-1020-7721	Public Art	224.10
100-1020-7980	Other Expenses	1,488.39
100-1205-7610	Travel, Mtgs & Conf	2,906.13
100-1205-7614	Office Supplies	14.38
100-1205-7615	Emergency Supplies	169.05
100-1205-7636	Uniforms	397.80
100-1205-7650	Vehicle Maintenance	3,105.39
100-1205-7655	Emergency Services	3,280.00
100-1205-7761	Parking Enforcement	13,222.20
100-1205-7779	Youth Programs	1,760.04
100-1205-7781	Contract Law Enforceme...	484,279.41
100-1205-7782	Crossing Guard Contract...	15,461.33
100-1205-7783	A-Team Program	5,441.23
100-1205-7787	Public Safety Cntr Lease	8,537.00
100-1205-7887	Repairs & Replacements	185.00
100-1205-7980	Other Expenses	4,939.47
100-1211	Computer Loan Program	1,881.40
100-1405-7610	Travel, Mtgs & Conf	1,288.77
100-1405-7612	Publications and Dues	845.80
100-1405-7650	Vehicle Maintenance	130.07
100-1405-7690	Planning Commission	200.00
100-1405-7800	Building Department Ser...	17,260.50
100-1405-7965	Professional Services	18,370.00
100-1405-7980	Other Expenses	10,395.87
100-1410-7610	Travel, Mtgs & Conf	147.16
100-1410-7612	Publications and Dues	374.00
100-1410-7650	Vehicle Maintenance	153.51
100-1410-7656	Emergency Generator	2,640.57

Account Summary

Account Number	Account Name	Payment Amount
100-1410-7810	Street Sweeping	132.00
100-1410-7980	Other Expenses	265.08
100-1605-7002	Regular Salaries	76.92
100-1605-7610	Travel, Mtgs & Conf	232.65
100-1605-7614	Office Supplies	31.90
100-1605-7693	Youth Council	1,295.01
100-1605-7730	Special Events	565.33
100-1605-7733	Senior Center	1,733.86
100-1605-7735	Teen Center	3,390.19
100-1605-7736	Youth & Adult Recreatio...	10,980.20
100-1605-7737	Adult Excursions	4,373.00
100-1605-7738	Teen Excursions	1,115.00
100-1605-7739	Publicity	8,674.06
100-1605-7741	Sports/Playground Progr...	172.14
100-1605-7745	Boxing Program	132.16
100-1605-7756	Senior Recreation Classes	680.40
100-1605-7758	Independence Day Celeb...	14,616.42
100-1605-7965	Professional Services	15,700.00
100-1605-7980	Other Expenses	364.76
100-1610-7617	Pool Chemicals	982.85
100-1610-7618	Building Supplies	2,545.76
100-1610-7636	Uniforms	381.22
100-1610-7652	Building Maint Services	3,703.59
100-1610-8100	Other Capital Improvem...	4,281.25
100-1750	Prepaid Charges	730.00
100-1805-7610	Travel, Mtgs & Conf	1,968.05
100-1805-7612	Publications and Dues	-155.00
100-1805-7614	Office Supplies	34.09
100-1810-7610	Travel, Mtgs & Conf	875.00
100-1810-7611	Training	650.00
100-1810-7612	Publications and Dues	390.00
100-1810-7660	Other Services	252.00
100-1815-7632	Software	96.00
100-1820-7771	Repair Of City Property	7,350.00
100-1825-7613	Duplications And Photos	1,865.46
100-1825-7626	Postage	500.00
100-1825-7631	Equipment Maintenance	191.04
100-1825-7674	Retiree Health Insurance	3,525.00
100-1830-8100	Vehicle Replacement (C...	14,266.38
100-2120	Refundable Deposits	6,550.00
100-2121	Pass Through Deposits	1,817.00
100-2126	Construction and Demoli...	5,840.00
100-4807	Health Membership Fees	120.00
100-4808	Swim Lesson Fees	1,040.00
100-4815	Day Camp Fees	540.00
100-5004	Other Revenue	-250.00
240-2405-7877	Electric-Traffic Signal	494.55
240-2410-7662	Other Serv-Citywide	284.58
240-2410-7888	Repairs-Citywide	9.51
240-2410-7906	Tree Trim-Citywide	6,652.50
240-2410-7909	Tree Trim-Residential	47,986.70
240-2420-7887	Repairs & Replacements	130.00
240-2421-7887	Repairs & Replacements	2,119.47
240-2426-7810	Street Sweeping	843.00
240-2430-7887	Repairs & Replacements	2,120.00
260-2127	Retention Payable	-5,457.30
260-2605-8061	ADA Curb Ramps (Capital)	109,146.00
290-2905-7781	Contract Law Enforceme...	11,738.38

Account Summary

Account Number	Account Name	Payment Amount
300-2127	Retention Payable	-945.30
300-3005-8060	Sidewalk Improvements ...	18,906.00
320-3205-8013	Vehicles (Capital)	2,580.01
440-4405-7650	Vehicle Maintenance	67.81
440-4405-7960	Foothill Transit Operatio...	24,536.29
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-776.80
460-4605-7960	Foothill Tranist Operatio...	20,075.14
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-635.57
680-6805-7965	Professional Services	500.00
	Grand Total:	1,007,373.19

Project Account Summary

Project Account Key	Payment Amount
None	853,749.98
202123-COH-PassThru Dep-Duarte Outpatient Clinic	800.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	750.00
202419-Contract Law Enforcement-Tobacco Grant	1,356.81
202423-Dep. Refundable-BP Pulse-2107 Huntington	5,000.00
202423-Pass Thru-BP Pulse -2107 Huntington	180.00
202512-100-2121/1404-1411 Royal Oaks Environmental	837.00
202610-CDBG-ADA Curb Ramps (Capital)	109,146.00
202610-Retention-CDBG-ADA Curb Ramps (Cap)	-5,457.30
202610-Retention-TDA-Sidewalk Improv (Cap)	-945.30
202610-TDA-Sidewalk Improv (Capital)	18,906.00
202615DuartePark-Part2-Playground/RR/Bball/DogPark	15,700.00
DMGE097-Hit&Run-1824 Evergreen-St Light Pole Down	3,200.00
DMGE102-St Light Pole Down-1860 Evergreen St	4,150.00
	Grand Total:
	1,007,373.19



City of Duarte

MONTHLY FINANCIAL REPORT

**Month Ended April 30, 2026
(83.3% of FY 2025-26 Completed)**

Contents

Page #

Treasury Report

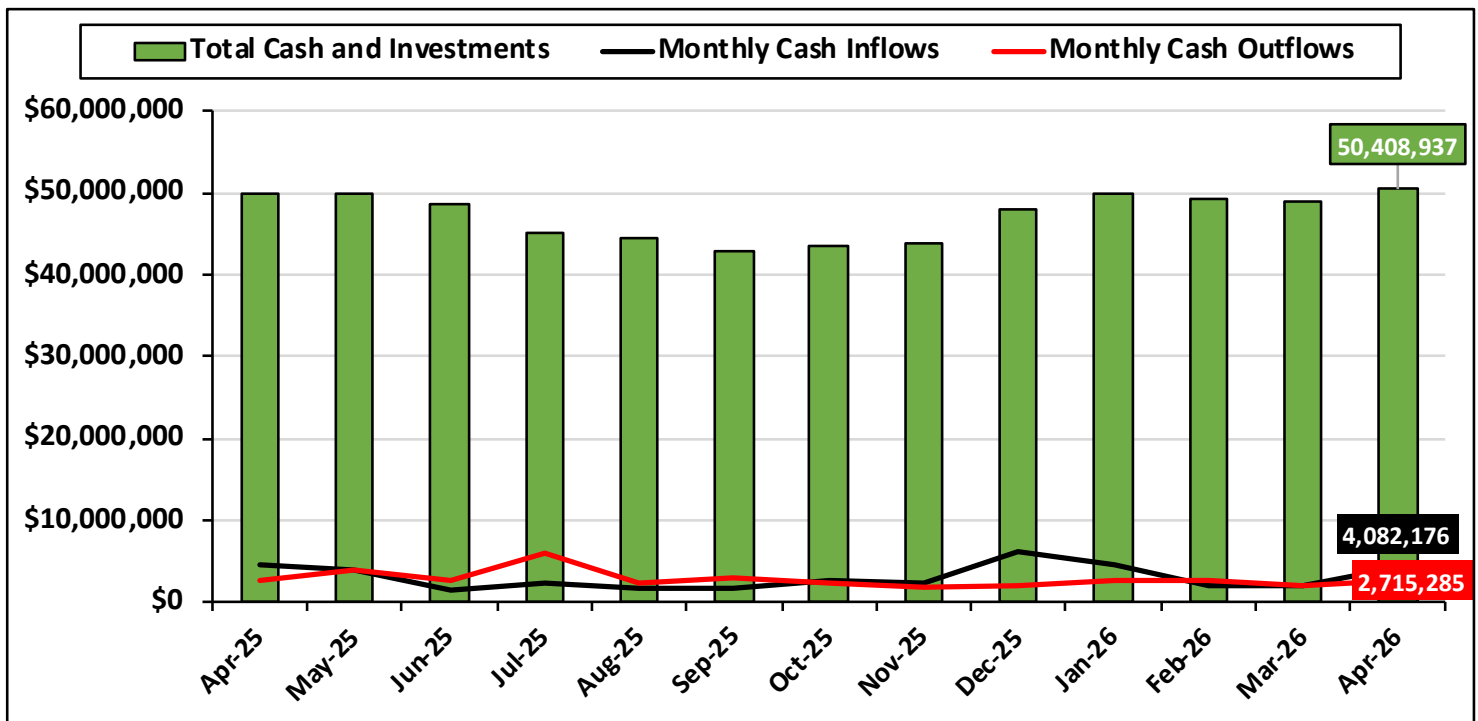
Monthly Activity and Balances	2
Cash Balance by Fund	3

Budget-to-Actual Report

General Fund Revenue Dashboard	4-6
General Fund Expenditure Dashboard	7-11
Revenue, Expenditures, Transfers and Surplus/Deficit by Fund	12
Components of Fund Balance in the General Fund	13

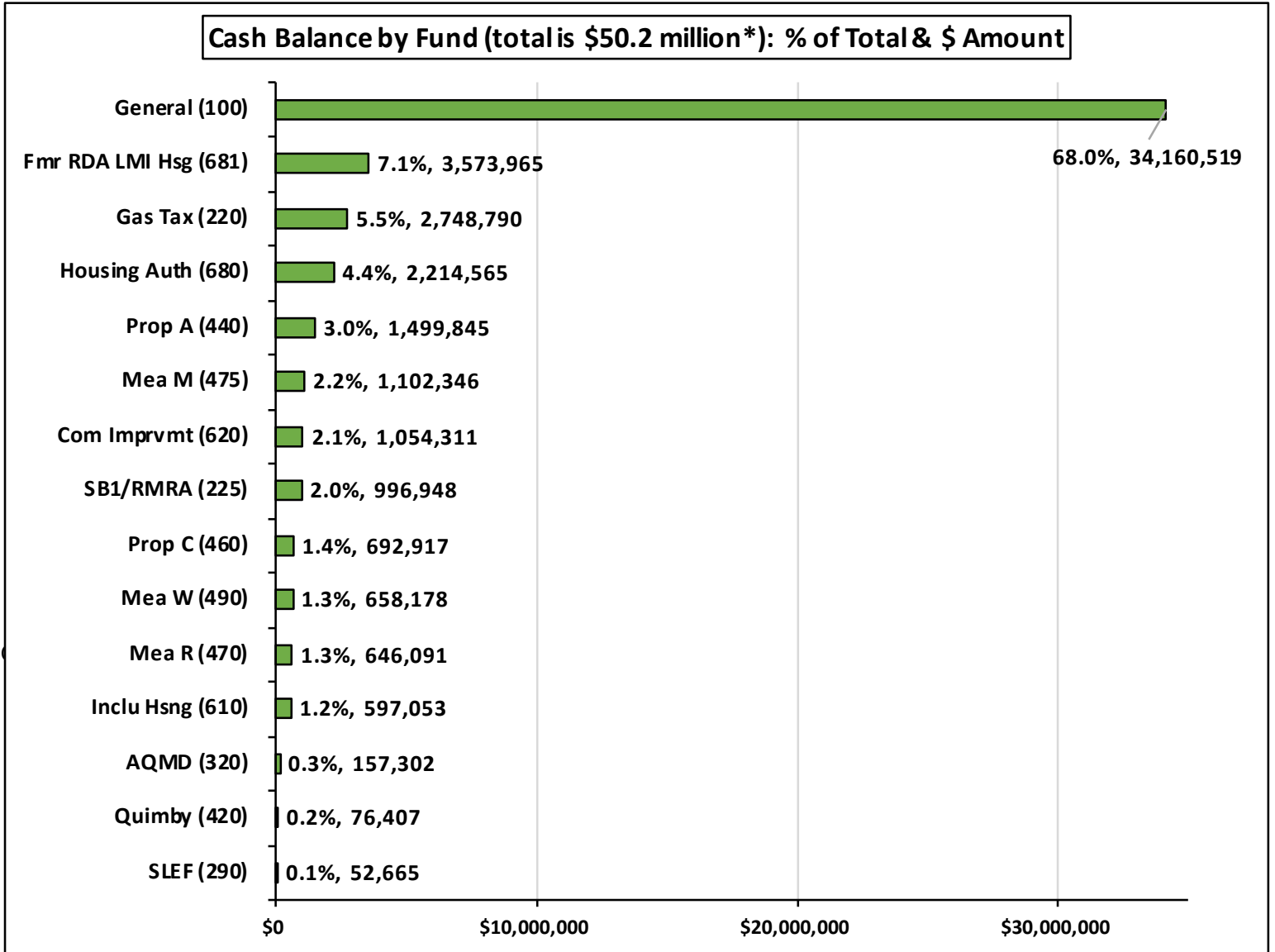
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended April 30, 2026

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (4/01/2026)	\$4,503,591	\$44,538,456	\$49,042,047
Cash Inflows			
Receipts	\$3,655,241	\$426,935	\$4,082,176
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$3,655,241	\$426,935	\$4,082,176
Cash Outflows			
Disbursements	\$2,715,285	\$0	\$2,715,285
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,715,285	\$0	\$2,715,285
Net Activity	\$939,956	\$426,935	\$1,366,890
Ending Balance (4/30/2026)	\$5,443,547	\$44,965,390	\$50,408,937



*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 April 30, 2026

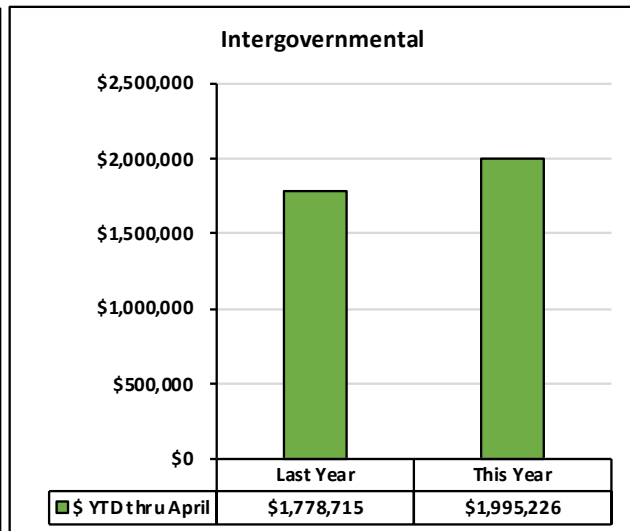
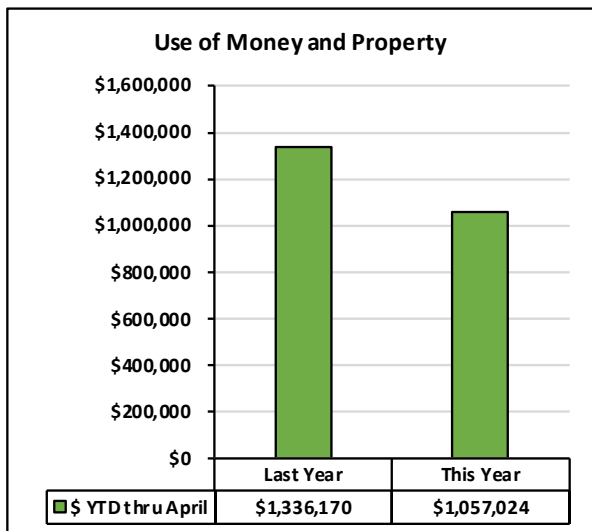
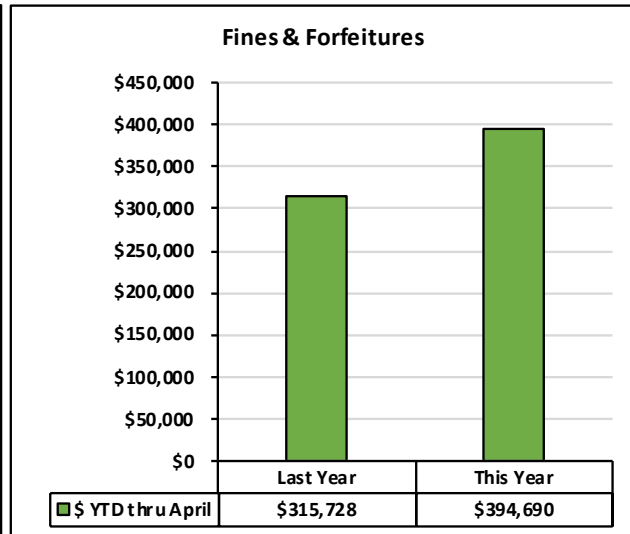
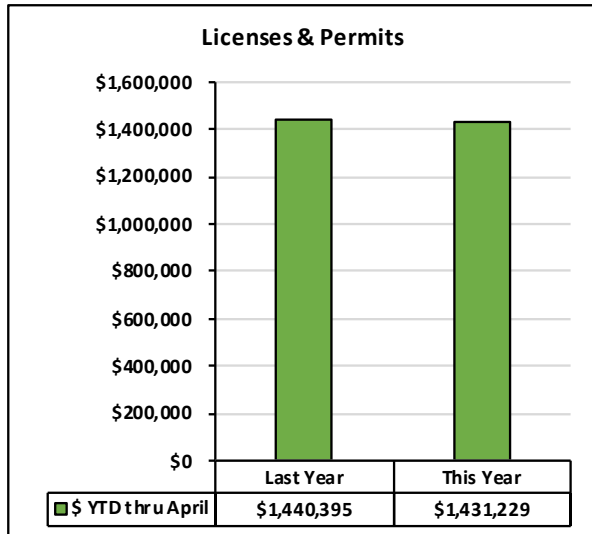
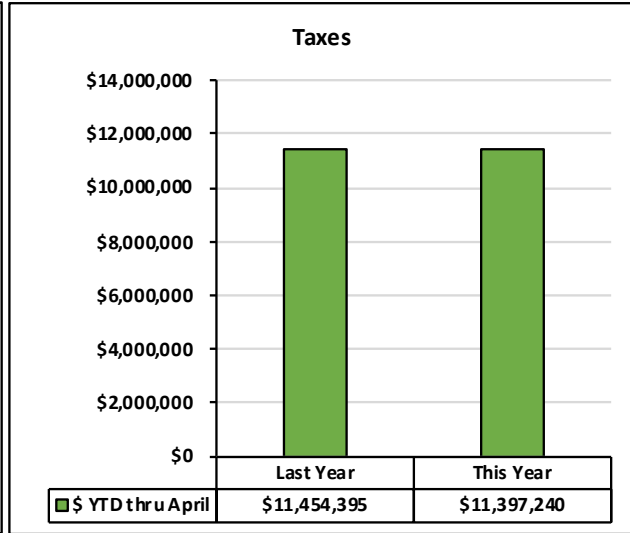
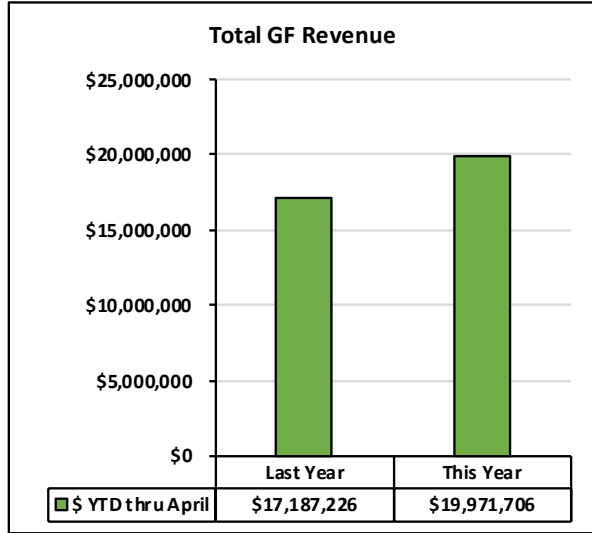


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to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

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

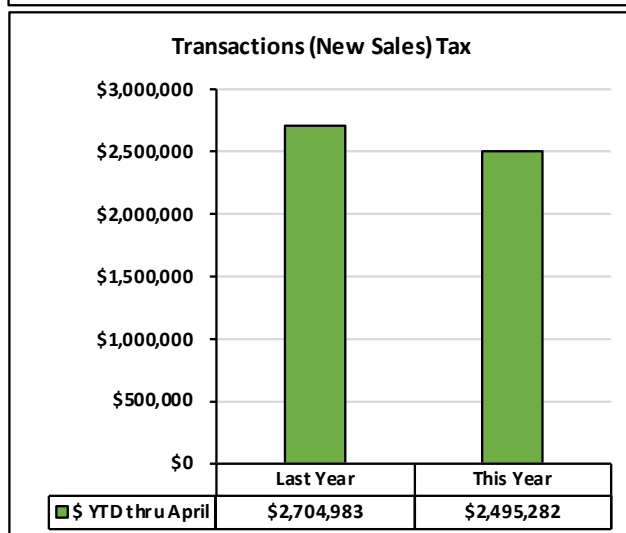
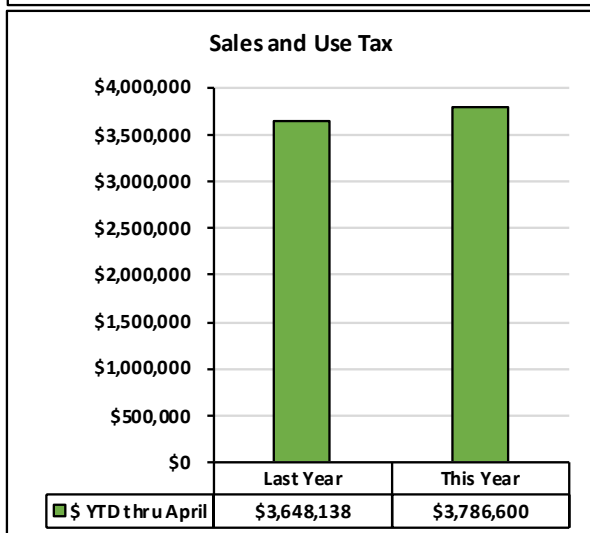
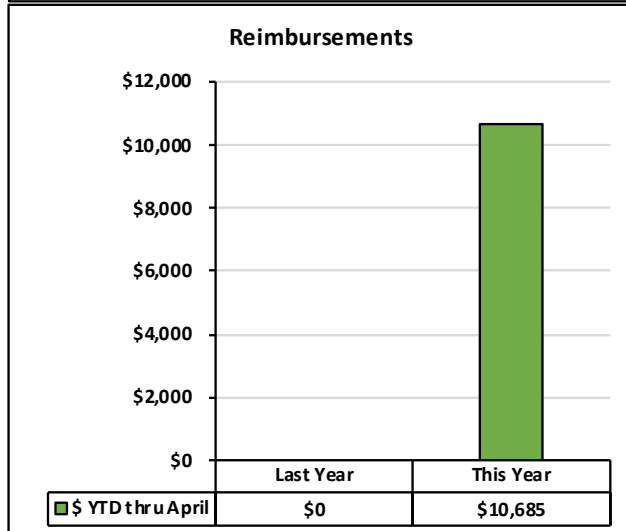
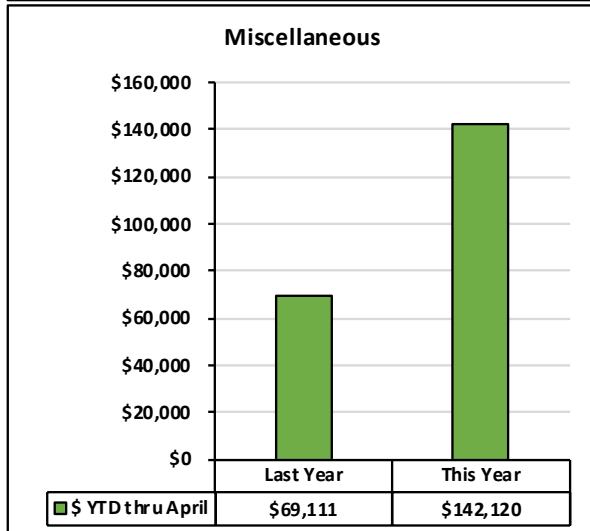
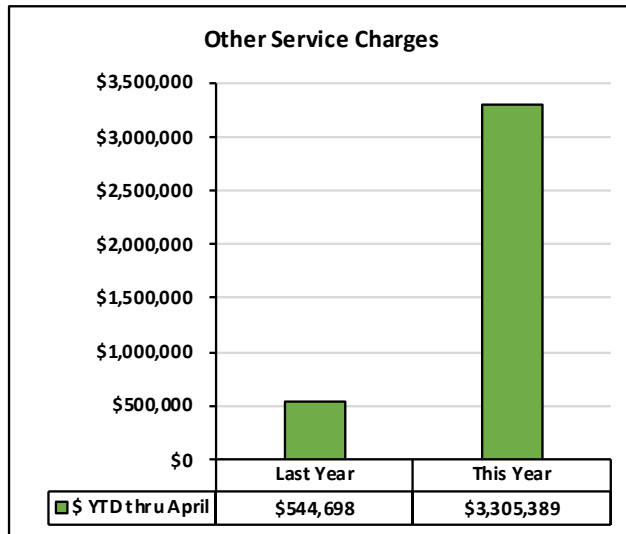
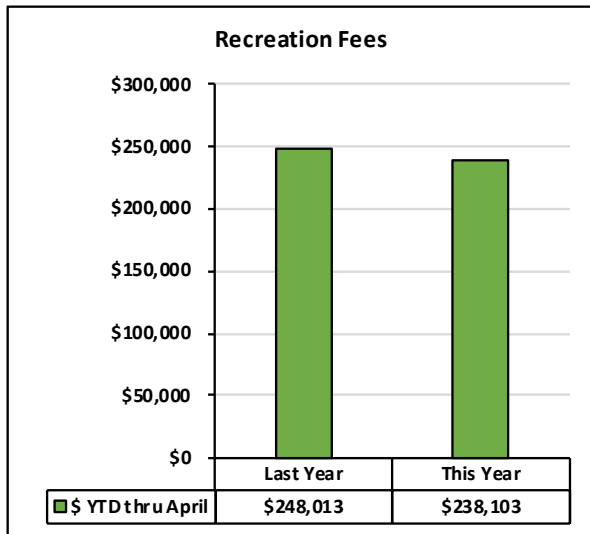
CITY OF DUARTE

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



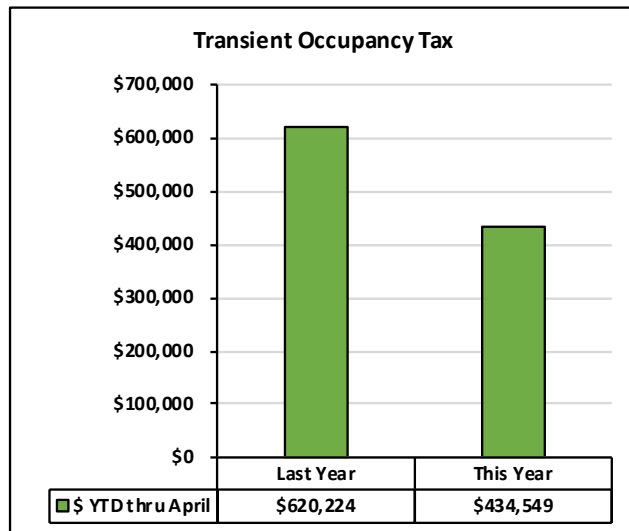
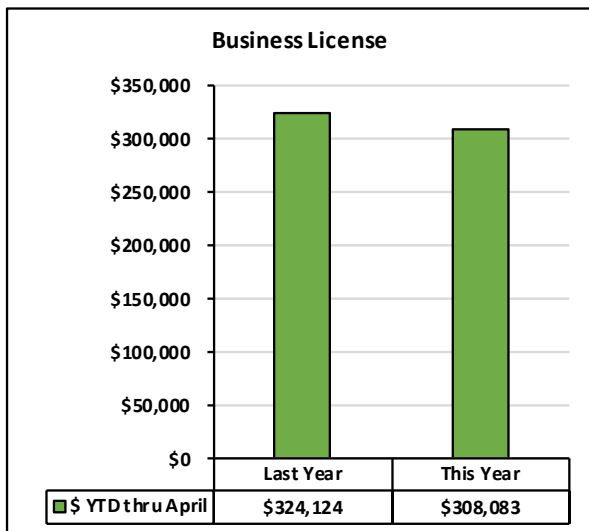
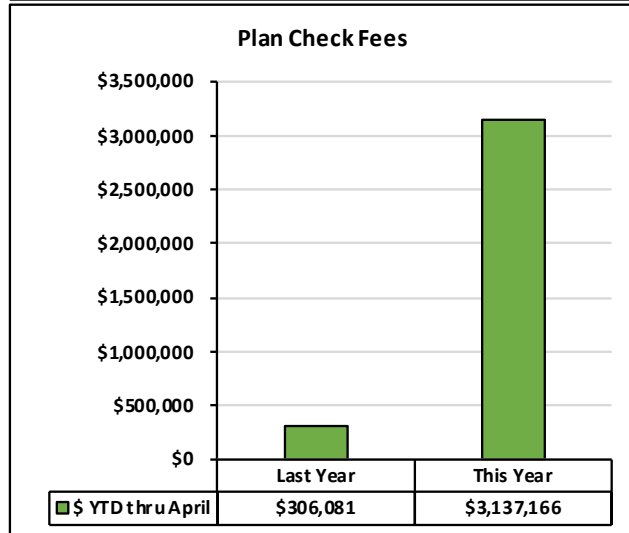
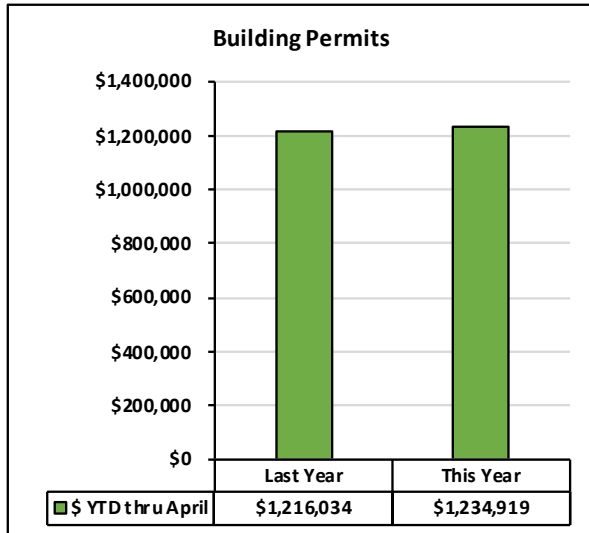
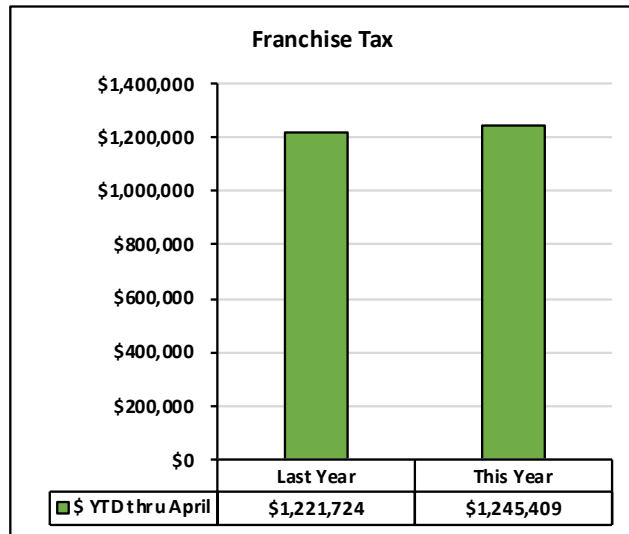
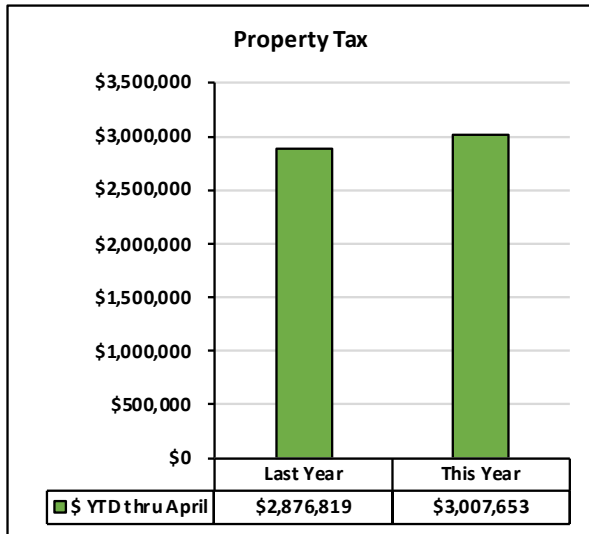
CITY OF DUARTE

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



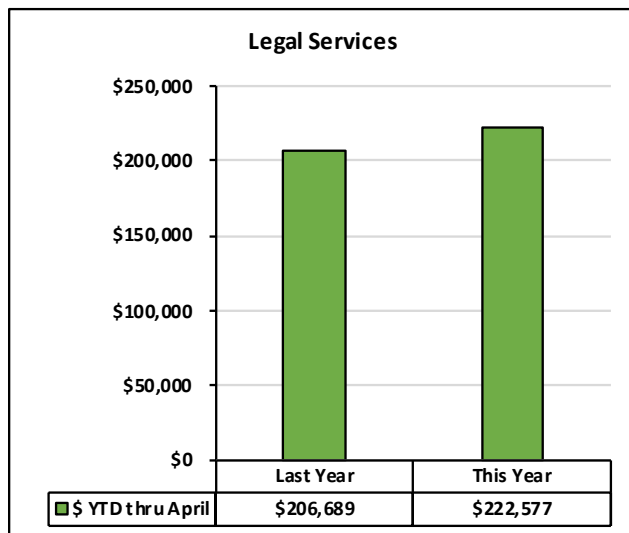
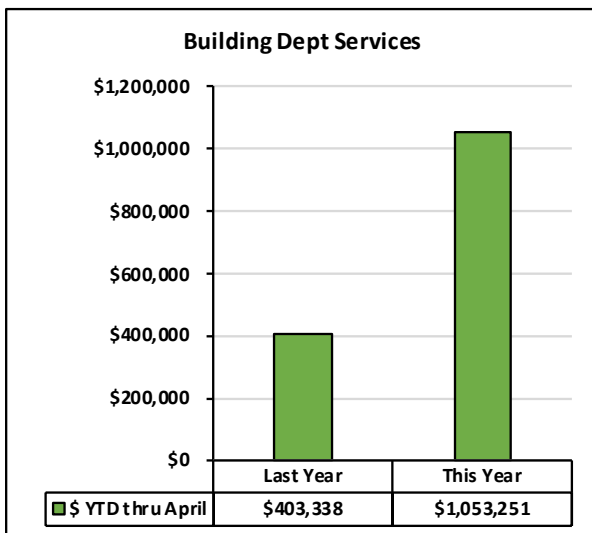
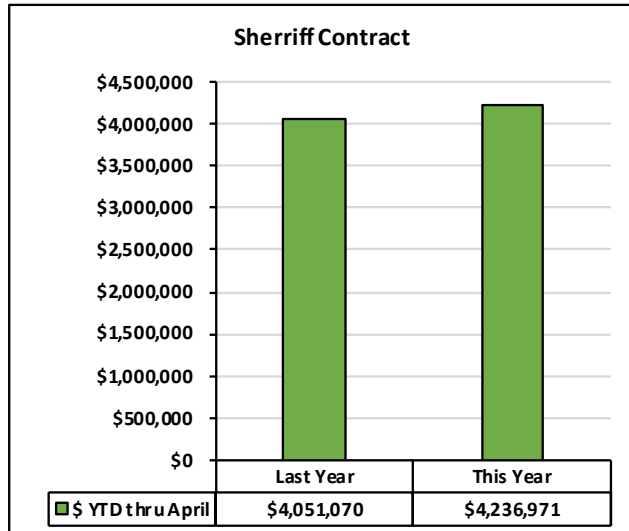
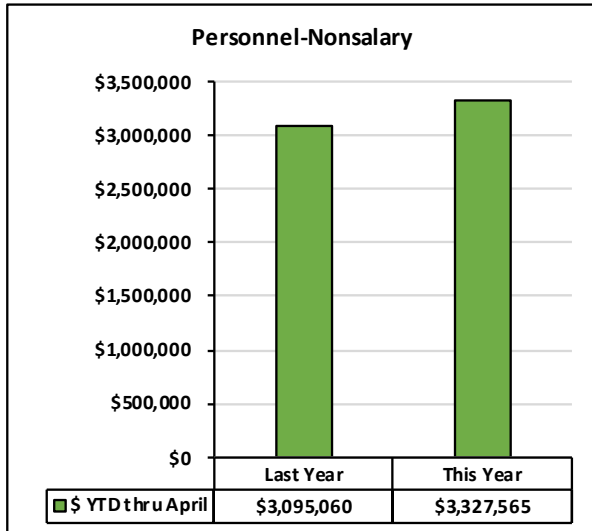
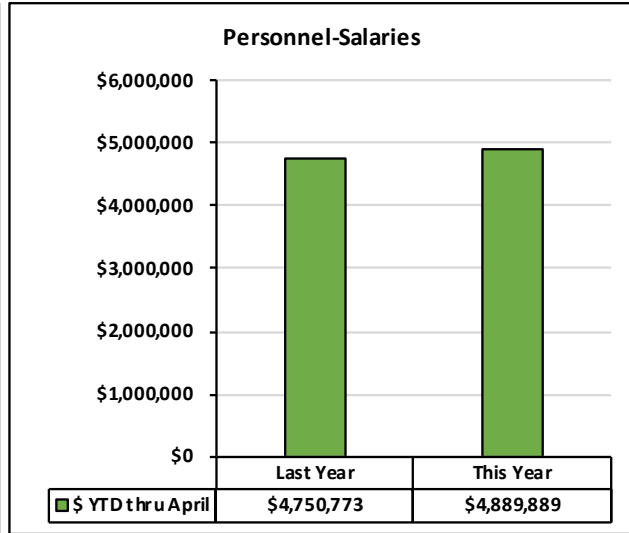
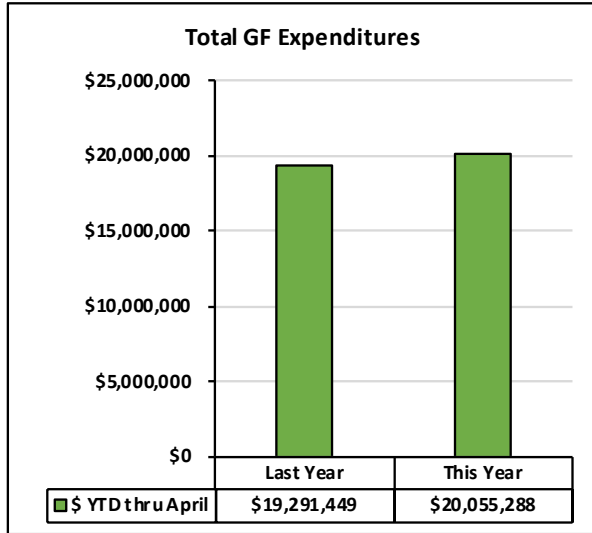
CITY OF DUARTE

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



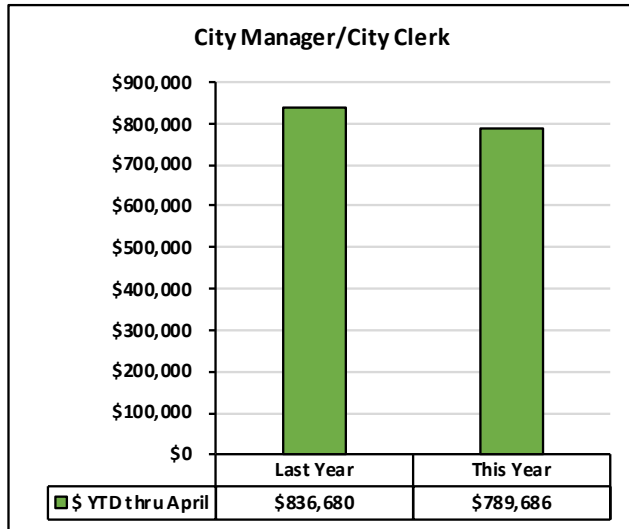
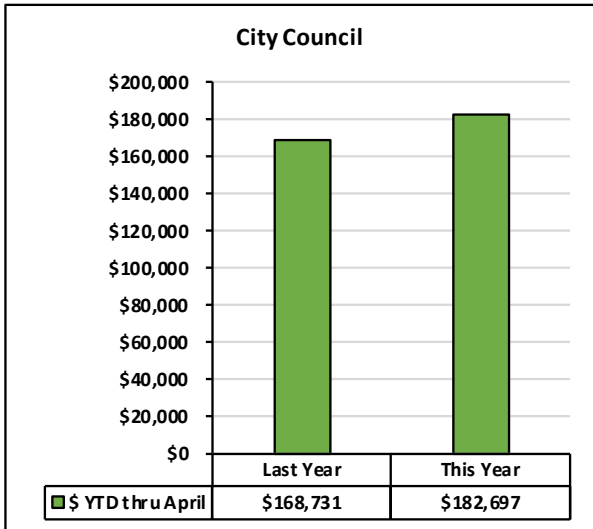
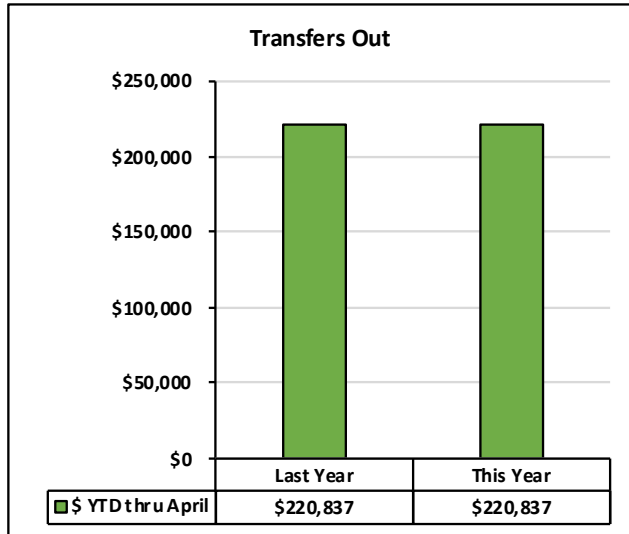
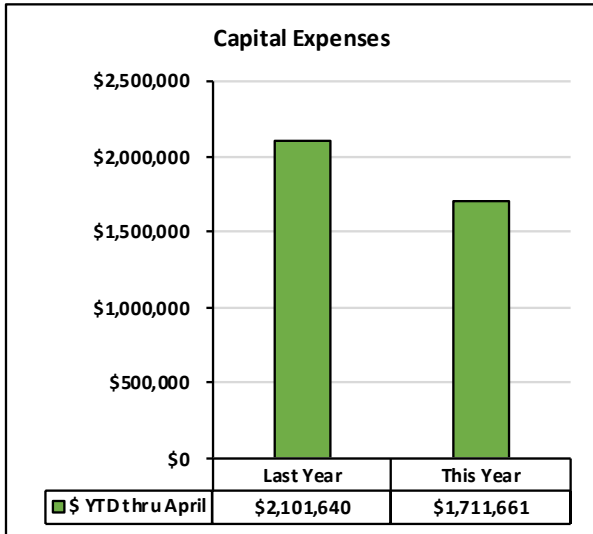
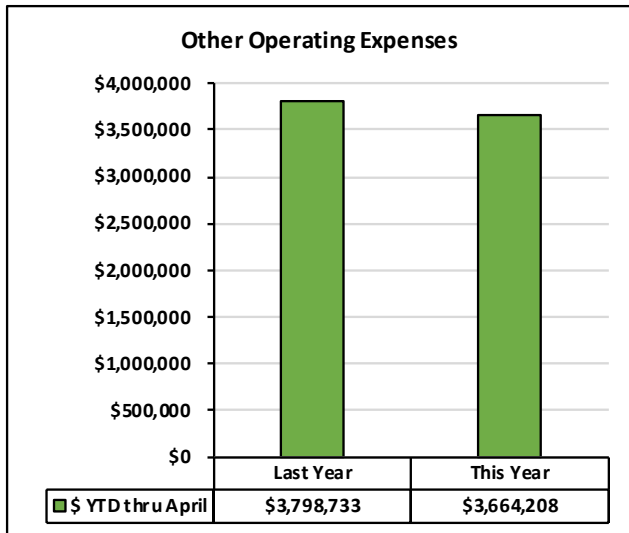
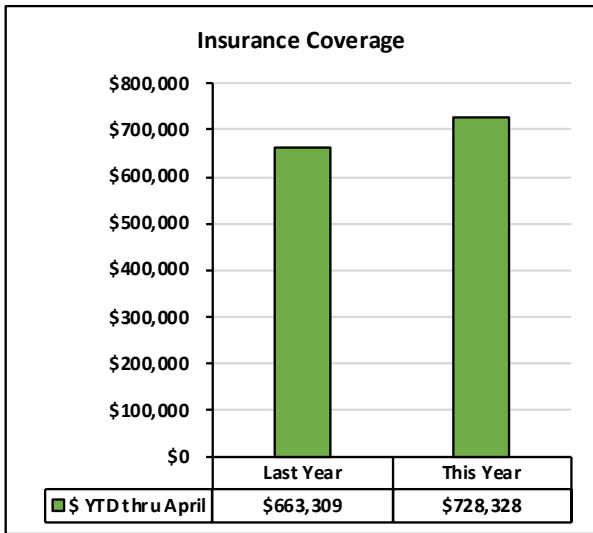
CITY OF DUARTE

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



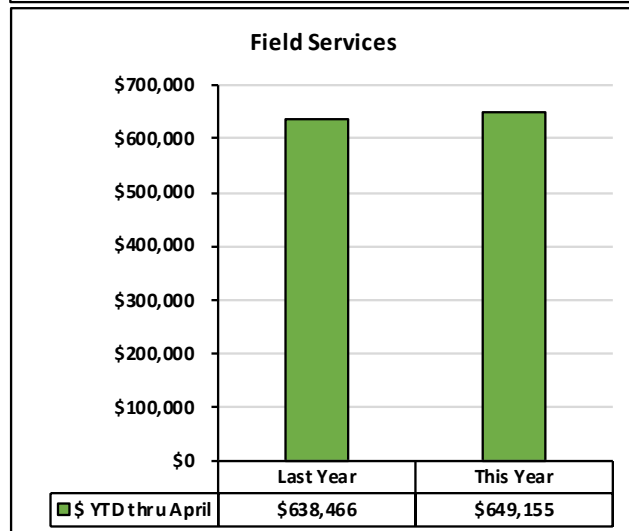
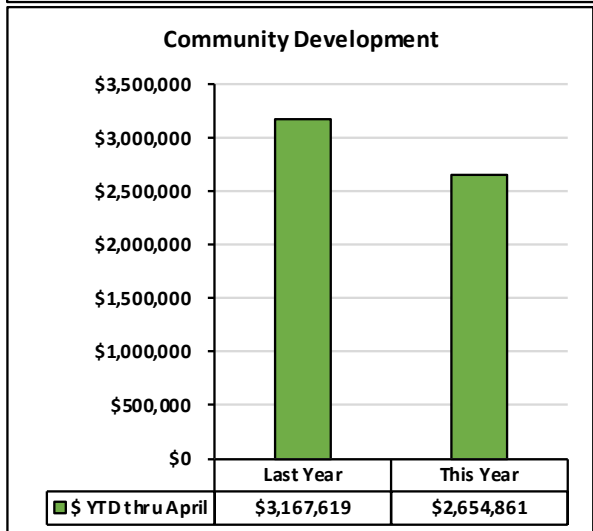
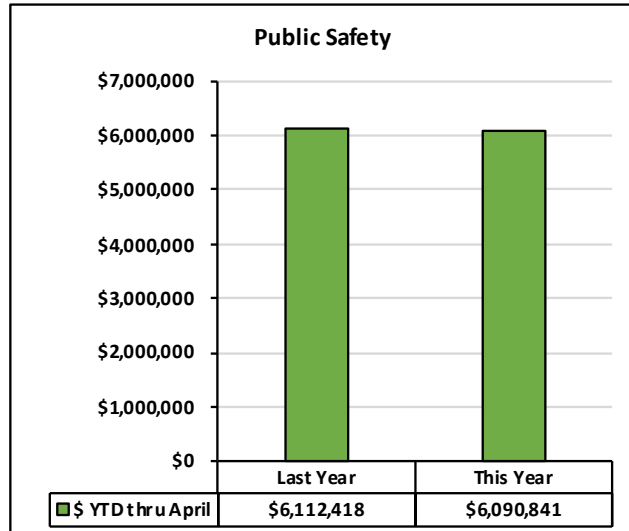
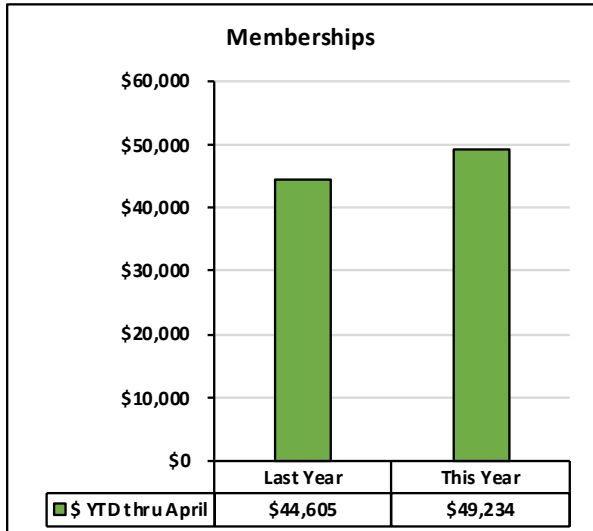
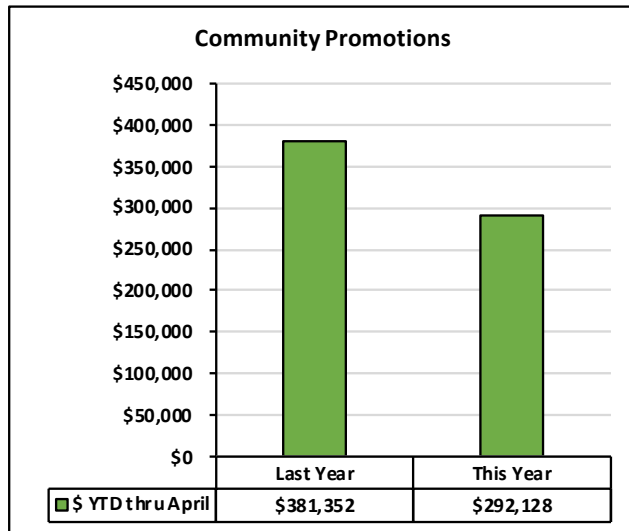
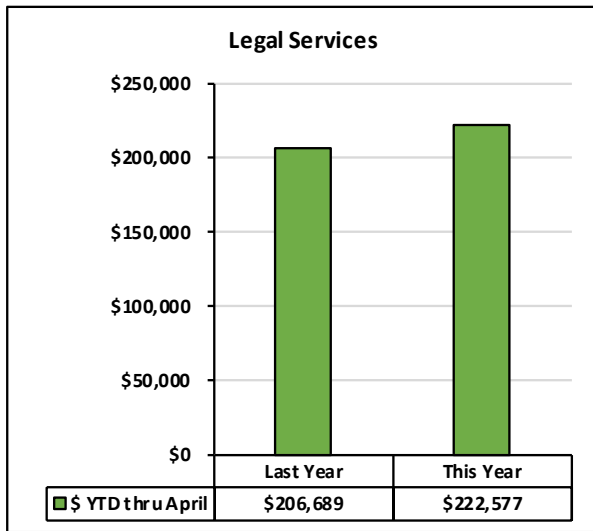
CITY OF DUARTE

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



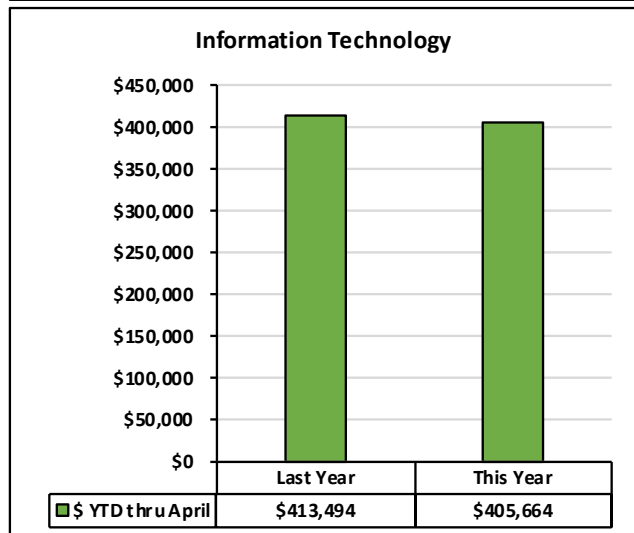
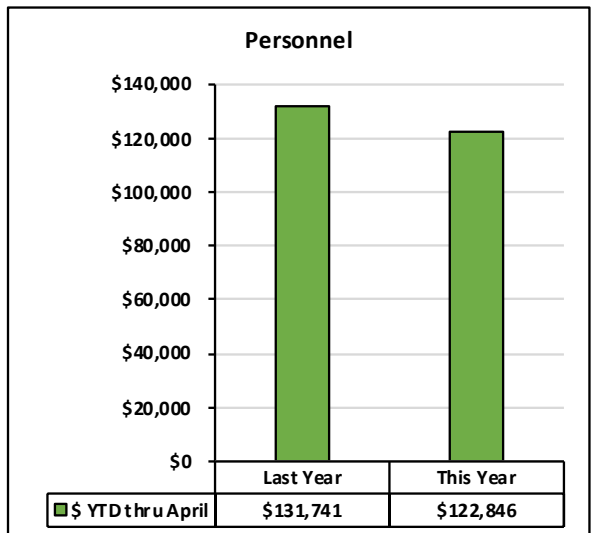
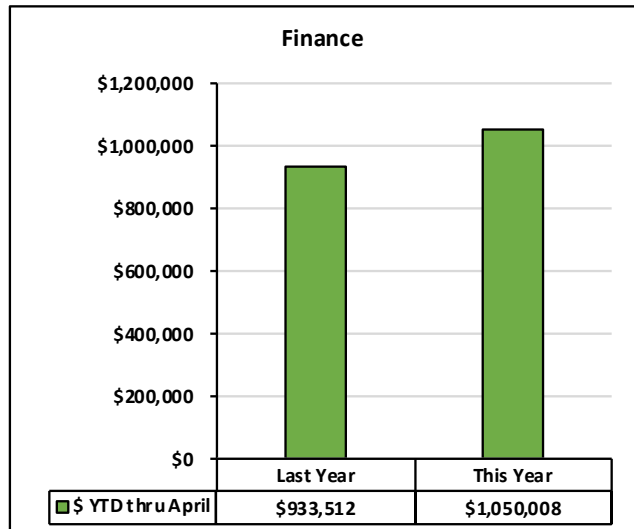
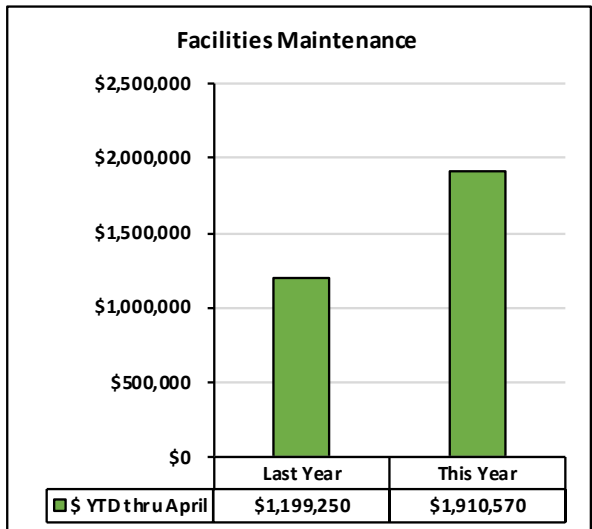
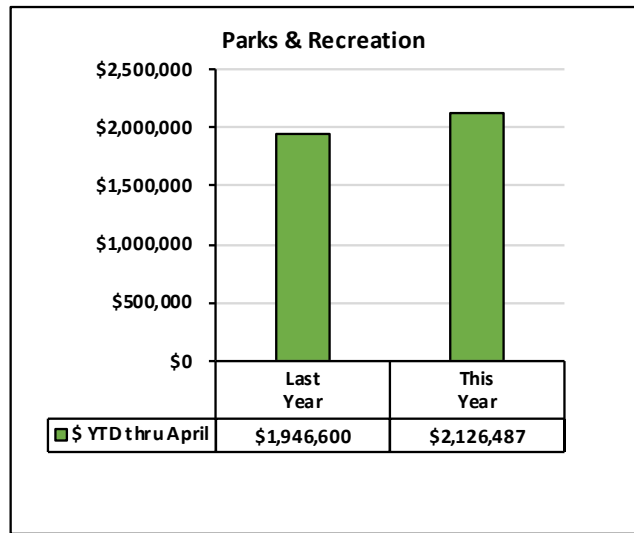
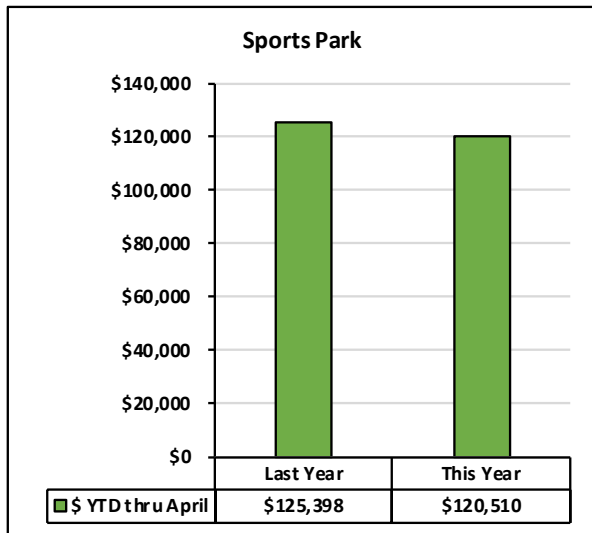
CITY OF DUARTE

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



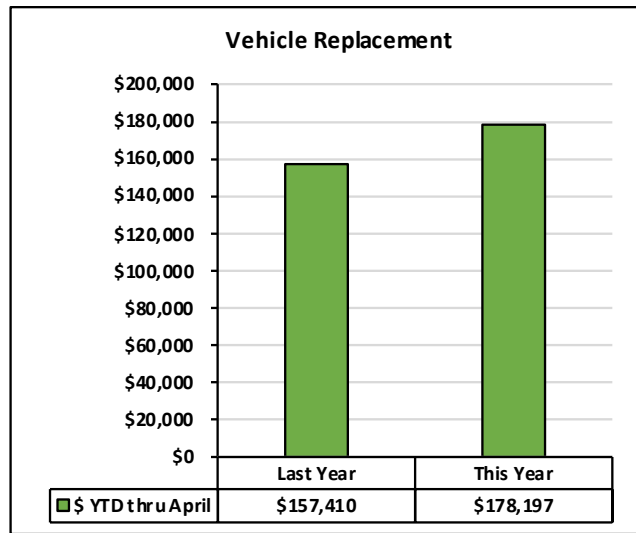
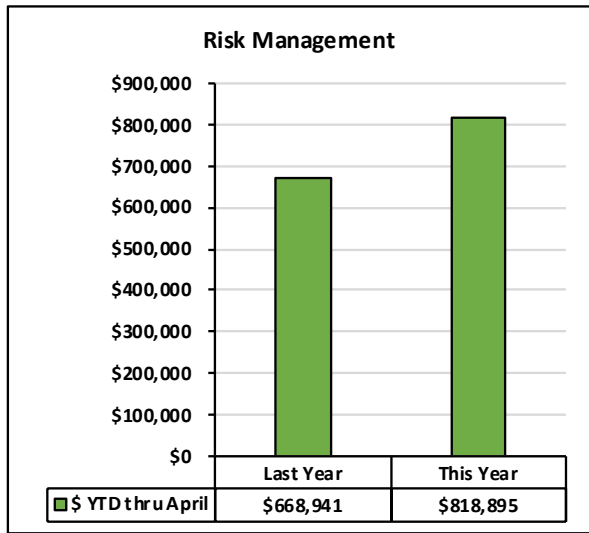
CITY OF DUARTE

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



CITY OF DUARTE

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



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	36,482,818	19,961,021	10,685	19,834,451	220,837	(83,582)	36,399,236
220	Gas Tax	2,395,058	557,852	0	104,379	0	453,473	2,848,531
225	SB1/RMRA	546,777	450,171	0	0	0	450,171	996,948
240	Lghtng & Lndscpng	75,162	879,304	0	1,010,367	0	(131,063)	(55,901)
260	CDBG	0	3,856	0	5,658	0	(1,802)	(1,802)
270	PAEG	0	10,685	0	0	10,685	0	0
290	Supp Law Enfrcmnt	0	203,232	0	150,566	0	52,665	52,665
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	148,642	28,007	0	19,348	0	8,660	157,302
400	Park Development	(263,417)	87,022	0	33,742	0	53,280	(210,136)
420	Quimby	74,317	2,090	0	0	0	2,090	76,407
440	Prop A	1,253,054	563,210	0	316,596	0	246,614	1,499,668
460	Prop C	498,598	451,977	0	257,727	0	194,250	692,848
470	Mea R	491,212	313,274	0	184,334	0	128,940	620,152
475	Mea M	713,342	361,383	0	1,730	0	359,653	1,072,995
490	Mea W	484,842	264,519	0	91,182	0	173,337	658,178
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	580,724	16,329	0	0	0	16,329	597,053
620	Community Impr	429,206	1,017,675	0	1,006,009	0	11,667	440,873
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,173,348	60,695	0	19,478	0	41,217	2,214,565
681	Fmr RDA L/M Hsg	4,337,385	97,917	0	9,584	0	88,333	4,425,717
Total - All Funds		50,421,069	25,330,219	231,522	23,265,988	231,522	2,064,231	52,485,300



**COMMUNITY DEVELOPMENT
STATUS REPORT
June 2026**

PROJECT/PROGRAM	STATUS
DEVELOPMENT	
Vallarta Supermarket (1740 Mountain Ave.)	Vallarta Supermarket will be the new tenant for the former Best Buy building. Vallarta has over 60 supermarkets in California and is expanding quickly. Upgrades to the building shell are completed. Tenant improvements are underway. The City recently met with Vallarta and hear that a mid-October 2026 opening is planned, if all goes well.
Andres Duarte School	The project was approved at the September 23 City Council meeting. It includes construction of 169 townhomes and renovation of Otis Gordon Park. Project plans are in plan check. Demo plans are ready to issue and the plan is to begin project demo and rough grading in July 2026. The timeline anticipates an 18-24 month construction period.
805 Highland Ave.	Permits have been issued for a renovation and earthquake retrofit of the historic building at 805 Highland Avenue. This is a complicated project and may take some time, but it will preserve a local historic resource.
1501-1525 Huntington Dr.	The development plan for the properties is moving forward. The Town Center Specific Plan requires that these properties be developed together and that requirement has proven to be successful. The developer plans for some type of mixed use product for the property and is now considering various options. Staff has met with the development team to discuss development options and the City process. The developer plans to move forward in the next few months with an application for development.
Former Nissan Dealership	The Nissan dealership on the northeast corner of Buena Vista Street and Central Avenue has permanently closed. The site is currently for sale. Staff has met with the broker team and discussed the City zoning requirements and way the property might be developed.
2400 Huntington Drive	The City's Housing Authority owns the property at 2400 Huntington Drive and has been working with Jamboree Housing to work on a plan for property sale and development. Jamboree has purchased the adjacent property and is developing a revised concept plan. City Staff is working with

PROJECT/PROGRAM	STATUS
	the San Gabriel Valley Regional Housing Trust on possible financial assistance for the development. When a concept plan is completed, the purchase and sale process will move forward.
1404-1414 Royal Oaks Drive	Shuorung Properties LLC filed an application to construct 11 townhomes on the property at 1404-1414 Royal Oaks Drive, currently two single family homes. This requires environmental, a general plan amendment, zone change and design review. The Architect is working on construction plans.
1401 Santo Domingo	A 20-unit townhome development was approved for the property. The property was sold to a new owner that plans to develop the site. The owner plans to start construction soon.
Metro Parking Lot	Staff has been working with Metro for the past several years on the development of the Metro parking lot as part of the Duarte Station Specific Plan. The intent is to replace the Metro parking into a parking structure and construct workforce housing along Fasana Road at Highland Avenue. Metro has awarded an Exclusive Negotiating Agreement to Jamboree Housing. The plan is for a development with between 100-120 units of multi-generation housing. The developer recently informed the City that as a result of limited access to funding and Metro opposition to reducing the unit count, that the project will be on hold for a few months.
Town Center North	Staff has been meeting with property owners to develop a proposal for a complete center rehabilitation that includes new, upgraded facades, an upgraded parking lot and related improvements. Staff is working with Red Mountain Group, the main owner in the center. The goal is for the owner to assist the City in coordinating all the property owners to participate in a comprehensive improvement of the entire center as a part of the development plan. A minor use permit was approved for Sky Zone trampoline park to occupy the former Big Lots space. Sky Zone is working with the building owner who is developing a plan for façade and parking improvements. The first phase of improvements will include a full parking lot improvement including upgraded lighting and landscape. At its June 9 meeting, the City Council will consider an agreement to acquire shared parking and access rights for the City owned corner property.
City of Hope General Projects	The PRO building recently was issued building permits. This project is in the central portion of the campus to the east of the

PROJECT/PROGRAM	STATUS
	<p>former Heritage Park. The campus circulation plan that is a part of the specific plan will also be completed including upgrades to Village Road and completion of Circle Road. The project has received building permits and is underway. Village Road improvements are underway and are scheduled to be completed by September 2027; building construction will start in May 2026 and other roads and utility improvements will start in October 2026.</p> <p>The Specific Plan requires that a Parking Analysis be completed every five years and that analysis is currently in process. Fehr & Peers a traffic and parking consultant is working with the City to complete that analysis.</p>
Westminster Gardens	<p>Human Good, the owner, plans for a major campus expansion and has recently filed an application. The City hired MIG to assist in the preparation of the specific plan amendment and EIR. The request is for this expansion to accommodate up to 600 total units; this includes assisted living and memory care units, and mixed use. This project will take 12+ months, but Staff has had kick off meetings with the consultant and HumanGood and there is positive progress.</p>
928 Huntington Dr.	<p>A 16-unit apartment development was approved for the property. The original developer could not move forward with construction. Staff recently met with the bank to discuss options for moving forward with construction.</p>
<u>PUBLIC WORKS</u>	
Highland Promenade	<p>This project is funded by a Measure M Grant. It is for an expanded right of way along the west side of Highland Ave. that would have a park-like pedestrian walkway.</p> <p>The project was recently completed.</p>
Recreation Trail Upgrades	<p>Duarte was awarded a \$1.6 million federal appropriation for accessibility and quality of life upgrades to the Donald and Bernice Watson Recreation Trail. This funding was included in the 2023 Omnibus Appropriations Bill, thanks to Congresswoman Napolitano. Construction will begin in mid-June. A six-month construction period is expected. Staff is working on installing project signs and creating a website page to provide ongoing updates throughout construction.</p> <p>Staff is working with a lighting consultant to develop concept plans and a proposed budget for lighting the trail. This portion of the project will come back to Council in the form of a workshop.</p>

PROJECT/PROGRAM	STATUS
Huntington Drive Greening and Traffic Calming Project	<p>The City has recently been awarded a \$2.1 million Metro Active Transport Program (MAT) grant to complete the project. This plan is in the CIP but had not yet been funded. The Huntington Drive Greening and Traffic Calming plan was approved by the Council in 2019 and was an implementation item from the Town Center Specific Plan. The project includes completing bulb outs, parking space marking, pedestrian lighting and sidewalk improvements on Huntington Drive between Buena Vista and Highland. It also includes pedestrian lighting and sidewalk improvements on the west side of Highland from Huntington Drive to the Freeway.</p>
Encanto Park Infiltration Project	<p>As a member of the Rio Hondo/San Gabriel River Watershed Management JPA a water infiltration project is being proposed at Encanto Park. The plan is to locate the structure in the park area under the soccer field. The design is at about 90% and the JPA is working on developing a budget. The JPA presented the project to the City Council on September 9 and had a booth at the City Picnic to inform the public. The JPA will provide a presentation at an upcoming Parks & Recreation Commission meeting. Because of the funding process, construction will not start until late 2026 at the earliest.</p>
Kellwil Traffic Signal	<p>The contract has been awarded. Construction will start in mid-July. Completion is estimated to be in mid-August. Temporary, flashing, stops signs will in installed in early June to prepare motorists for the change in traffic pattern.</p>
Annual ADA Curb Ramp Project	<p>The annual curb ramp project was recently completed. This year, 20 curb ramps throughout the City were replaced.</p>
Annual Street Maintenance Project	<p>The bid process is currently open for this year's project. This includes street repair and slurry seal.</p>



**PARKS AND RECREATION
STATUS REPORT
June 2026**

PROJECT/PROGRAM	STATUS
<u>YOUTH AND SENIOR PROGRAMS</u>	
ACTIVE Net Credit Expiring June 30, 2026	As a reminder to residents and guests, any account credits within the ACTIVE Net registration software must be redeemed by June 30, 2026 . A number of email reminders have gone out by the Department to account holders with a credit indicating this deadline date. We encourage those individuals to apply them to one of the Department’s summer recreational offerings, as any unused credits will be forfeited on July 1, 2026.
<u>SPECIAL EVENTS</u>	
Splash in the Park	Put on your swim attire and slide over to Duarte Park (1344 Bloomdale Street) on Tuesday, June 23 from 1 – 3 PM to beat the heat! The Parks and Recreation Department will have inflatable water slides and water related activities for youth to cool off. Don’t forget to bring sunscreen, towel, and a snack. This is a free public event, but advance registration is required, per child, at CityofDuarte.CA.GOV .
Red, White, & Pool Party	Dive into a fun-filled patriotic evening at the City’s Red, White, and Pool Party on Friday, June 26 starting at 5:30 PM. We’ll have both pools open, an on-site food option, and crafts and giveaways while supplies last. Admission is \$5 for all ages and preregistration is required by June 19 at CityofDuarte.CA.GOV
Independence Day Celebration & Fireworks Show – July 3	Celebrate America’s 250 th birthday at Duarte’s annual Independence Day Celebration & Fireworks Show on July 3 at the Duarte Sports Park – Upper Baseball Fields, from 6 – 9:45 PM (gates open at 5:30 PM). Admission is free so we invite residents to bring their entire family, friends, and lawn chairs to enjoy some local food vendors and trucks, live entertainment by Legacy and DJ Phil, and a family play area with mechanical rides and inflatables. The event will commence with an unforgettable fireworks display at 9:15 PM.
2026 Concert in the Park Series	Join us at Beardslee Park every Friday in July, starting July 10, for the City’s Summer Concert Series! Bring your blankets, lawn chairs, and dancing shoes as we turn up the tunes with a brand-new band every week for all ages including Undercover, Uptown Magic, Las Chikas, and DSB Band. Admission is free and we’ll also have a DJ, food vendors, and family-friendly activities all starting at 6 PM, with the headlining band taking the stage from 7 – 9 PM.
<u>CAPITAL IMPROVEMENT PROJECTS</u>	
City Hall Exterior Refresh Project	The City Hall Exterior Refresh Project is finally complete, with City staff now turning its efforts to landscaping replacement and

	enhancement work around the perimeter of the entire building. While the formal Notice of Completion will come before the City Council at its next regularly scheduled meeting, staff anticipates that the final project cost will come in below its approved \$931,700 project amount due to a minor adjustment to the original scope of work and contractor credits.
Community Center Door Replacement	The Community Center’s Main Entry Door Replacement project was completed over the last weekend of May. The new automatic glass sliding doors meet and improve ADA accessibility, safety, and certainly gives a nice update to the 40+ year old building.
Duarte Sports Park Resurfacing Project	The Duarte Sports Park Courts Resurfacing Project will begin on June 15, following the City’s One Nation Under Gol event. The project is anticipated to be completed in about a month’s time, with a grand reopening tentatively planned for the week of July 13. In the interim, we encourage residents and guests to visit our pickleball courts at Royal Oaks Park.



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Thai Viet Phan, City Attorney

SUBJECT: Second Reading and Adoption of Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs

RECOMMENDATION: It is recommended that City Council adopt Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs

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

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

BACKGROUND

Duarte Municipal Code (“DMC”) Section 9.34.040, “Posting—Time limits,” provides that political campaign signs such as those signs which advocate for the election or defeat of a candidate in an election may only be posted within 31 days of an election and must be removed within 14 days after the election. This provision contradicts the time period permitted in the Duarte Development Code, which allow political campaign signs to be posted 60 days before and election and must be removed within 10 days after the election. Historically, the City has reconciled this discrepancy by permitting individuals to post signs up to 60 days before an election and remove them within 14 days. At its meeting on May 26, 2026, the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-03 will go into effect in thirty (30) days.

ATTACHMENTS

- A. Ordinance No. 26-03

Fiscal Review:

Kristen Petersen
 Assistant City Manager/
 Director of Administrative Services

Reviewed and Approved:

Brian Villalobos
 City Manager

ORDINANCE NO. 26-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING SECTION 9.34.040 OF CHAPTER 9.34 OF THE DUARTE MUNICIPAL CODE REGARDING POLITICAL CAMPAIGN SIGNS

WHEREAS, the City of Duarte (“City”) is authorized by California Constitution, Article XI, Section 7 to make and enforce within its limits all local, police, sanitary and other ordinances and regulations not in conflict with general laws and that serve and protect the health, safety or welfare of the public;

WHEREAS, the City recognizes the need to amend current provisions of the Duarte Municipal Code to clarify inconsistencies between the posting period for political campaign signs between the Duarte Municipal Code and the Duarte Development Code;

WHEREAS, the City desires to continue improving its processes to provide for effective, fair, and efficient enforcement of the Duarte Municipal Code to enhance public health, safety and welfare.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: The Recitals above are true and correct and incorporated herein by this reference.

SECTION 2: Section 9.34.040 of the Duarte Municipal Code is deleted and replaced in its entirety as follows:

“9.34.040 Posting—Time limits.

Political campaign signs may be erected not earlier than 60 days prior to the election and shall be removed within 10 days following the same election. Political campaign signs shall not be erected within the public right-of-way or on any public property.

SECTION 3: If any section or provision of this Ordinance is for any reason held to be invalid, unconstitutional, illegal, or unenforceable by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, then such section or provision shall be severed and shall be inoperative, and the remainder of this Ordinance shall remain in full force and effect. The City Council declares that it would have adopted each section of this Ordinance independent of the other sections.

SECTION 4: The City Council finds that this ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 150660(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Therefore, no environmental assessment

is required or necessary.

SECTION 5: This Ordinance shall become effective thirty (30) days following its second reading.

APPROVED AND ADOPTED THIS 9th DAY OF JUNE 2026.

Tera Martin del Campo
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

State of California)
County of Los Angeles)
City of Duarte)

I, Frances Jimenez, City Clerk of the City of Duarte, do hereby certify that the forgoing Ordinance was duly adopted by the City Council at a meeting held on the 9th day of June 2026, by the following votes:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

FRANCES JIMENEZ, CITY CLERK



AGENDA REPORT

MEETING DATE: June 9, 2026
TO: Mayor and Members of the City Council
FROM: Craig Hensley, Community Development Director
BY: Melanie Grigorian, Administrative Secretary
SUBJECT: Second Reading and Adoption of Ordinance No. 26-04
RECOMMENDATION: It is recommended that City Council adopt Ordinance No. 26-04
FISCAL IMPACT: There is no direct fiscal impact associated with this item
STRATEGIC PLAN IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

At its meeting on May 26, 2026 the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-04 will go into effect in thirty (30) days.

In recent years, California has enacted legislation to promote housing production, including measures specifically intended to facilitate the development of Accessory Dwelling Units (ADUs). These laws limit the ability of jurisdictions to impose local development standards on projects that are otherwise consistent with the provisions of state law. For example, State ADU Law (California Government Code Sections 66310 – 66342) requires Cities to allow homeowners to build ADUs without providing offsite parking if the unit is within a half-mile of a public transit stop. Additionally, off-street parking requirements are waived entirely for junior ADUs (JADUs) and for ADUs created within a proposed or existing primary residence or accessory structure.

While ADUs and JADUs help the City meet state housing goals, these state-mandated parking exemptions have inadvertently made local parking rules for standard home additions in the Duarte Development Code (DDC) stricter than those for ADU projects. Consequently, properties with ADUs are eligible for reduced parking requirements that are not available to standard residential dwellings governed by the DDC, creating a dual set of standards for neighboring properties. As a result, staff is proposing amendments to the following sections of chapters 19.38 (Off-Street Parking Regulations and Design) and 19.100 (Other Specific Nonconforming Provisions) of the DDC:

1. 19.38.050(F): Additions to single-family residential with a garage containing fewer than two spaces;
2. 19.38.050(I)(4): Residential use—When required garage parking cannot be provided;

3. Table 3-4: Off-Street Parking Requirements: Residential Uses;
4. 19.100.020: Nonconformities regarding garages.

ATTACHMENTS

A. Ordinance No. 26-04

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

ORDINANCE NO. 26-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING PORTIONS OF CHAPTER 19.38.050, OF THE DUARTE DEVELOPMENT CODE “OFF-STREET PARKING REQUIREMENTS” SPECIFICALLY SECTIONS 19.38.050.F, 19.38.050.I.4 AND TABLE 3-4, AND CHAPTER 19.100.020.A

WHEREAS, laws regarding the regulation of Accessory Dwelling Units (ADUs) were passed by the State in recent years to encourage property owners to build ADUs; and

WHEREAS, state ADU law often exempts ADU projects from off-street parking requirements entirely; and

WHEREAS, the proposed amendment to Section 19.38.050 of the Duarte Development Code (DDC) would align off-street parking standards for single-family dwelling unit additions with the more permissive framework applicable to ADUs; and

WHEREAS, Duarte General Plan Housing Element Policy 4.1.4 directs the City to address household overcrowding by encouraging bedroom additions in existing housing; and

WHEREAS, the proposed amendment to Section 19.38 of the Duarte Development Code would advance the General Plan by removing a financial and spatial barrier to the construction or addition of a single-family dwelling by eliminating the requirement for a third garage parking space; and

WHEREAS, notice of a public hearing on the Municipal Code Amendment 26-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the Planning Commission held a duly noticed public hearing on this item, on April 20, 2026, whereupon the Planning Commission and received public testimony and recommended approval to the City Council; and

WHEREAS, the City Council held a duly noticed public hearing on this item, on this item, on May 28, 2026, and received public testimony;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. RECITALS

All of the facts set forth in the Recitals of this Ordinance are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS

Based upon substantial evidence presented to the Planning Commission during the public hearing,

including written staff reports and verbal testimony, the Planning Commission hereby finds and determines that the findings for Development Code Amendments, as set forth in Duarte Development Code Section 19.142.060:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan, specifically:
 - Housing Policy 4.1.4: Housing for Families. Seek to address household overcrowding by supporting the provision of affordable family units with three or more bedrooms, and encouraging bedroom additions in existing housing.
 - Housing Policy 1.1.2: Property and Housing Conditions. Support the long-term maintenance and improvement of existing housing through code enforcement, inspections and housing rehabilitation and extreme-heat weatherization programs.
 - Housing Policy 1.1.1: Neighborhood Character. Policy 1.1.1 Neighborhood Character Enhance the quality of existing residential neighborhoods, including those identified as low resource and/or disadvantaged, through responsible development and investment.
- b. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed revisions to DDC 19.38 will not result in significant adverse effects on neighborhood character or parking conditions. The amendments will provide homeowners with the flexibility to propose single family dwellings that are equal in size and scale as properties that build ADUs without modifying core development standards. The proposed amendments are not expected to create any negative impacts to Duarte’s residential neighborhoods. Single family dwellings will remain subject to all other applicable development standards, including setbacks, lot coverage, and height limitations, which ensure that new construction remains consistent with the existing character of residential areas.

- c. The proposed amendment is internally consistent with applicable provisions of this Development Code.

The proposed amendments align the DDC’s parking requirements for single-family dwellings and additions with the more permissive state-mandated standards applicable to ADUs and allows homeowners to make modest additions to their residences. By amending DCC 19.38 to cap the parking requirement at two covered garage spaces, the City resolves regulatory inconsistencies where minor bedroom additions are held to stricter parking quotas than entire secondary dwellings that are equal or larger in size. Additionally, the amendments align DDC Table 3-4 (Off-Street Parking Requirements) with DDC 19.60.160 (Accessory Dwelling Units). Therefore, the proposed amendment is internally consistent with the applicable provisions of the DDC.

SECTION 3.

Section 19.38.050.F shall be deleted.

SECTION 4.

Section 19.38.050.I.4 shall be deleted.

SECTION 5.

Table 3-4 in Section 19.38.050 shall be amended and replaced with the following:

TABLE 3-4 OFF-STREET PARKING REQUIREMENTS RESIDENTIAL USES	
Land Use	Parking Spaces Required
Single-Family Dwellings (Attached and Detached) and Two-Family Dwellings	2 per dwelling unit in a garage See also 19.38.050(I), 19.10.035, 19.88.
Accessory Dwelling Unit	See 19.60.160
Multi-Family Dwellings	2 per unit in a garage, plus overflow and guest parking as follows: 1 overflow parking space per each 4 units 1 guest parking space per each 4 units See also 19.38.050(F) and (I).
Mobile Home Parks	1 per mobile home space plus 1 for each mobile home space for guest parking; guest parking to be separate from mobile home spaces
Live/Work Units	2 spaces per unit in a garage plus customer parking as determined through the Conditional Use Permit.
Senior Housing (when restricted to age 62 and older)	1 space per 1-bedroom unit. 2 spaces for each 2-bedroom unit.
Conversions of Existing Covered Parking Spaces for Single-Unit Dwelling	2 per unit in garage
Large and Small Family Child Day Care Facilities	Spaces required for dwelling unit only, plus 1 per each permanent non-resident employee

SECTION 6.

Section 19.100.200.A shall be revised to read as follows:

Any lawfully created use that becomes nonconforming with regard to garages, including but not limited to the number of parking spaces, may continue indefinitely with such nonconformity as long as such use continues as permitted. However, upon any change in land use, occupancy, or expansion of the use or structure, adequate off-street parking shall be provided in conformance with the requirements set forth in Chapter 19.38 (Off-Street Parking Regulations and Design).

SECTION 7.

This Ordinance shall take effect thirty (30) days after its adoption. The City Clerk shall certify to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED after second reading at a regular meeting of the City Council of the City of Duarte this 9th day of June, 2026.

Tera Martin Del Campo, Mayor
City of Duarte

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 26-04 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 9th day of June, 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frances Jimenez
City Clerk



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Joint Use Agreement for Otis Gordon Park between the City of Duarte and the Duarte Unified School District

RECOMMENDATION: That the City Council authorize the City Manager to sign a Joint Use Agreement by and between Duarte Unified School District and the City of Duarte

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

STRATEGIC PLAN IMPACT: Goal F – F2.1 Community Vitality

BACKGROUND

On September 23, 2026, the City Council approved the Andres Duarte School development project. The approval included: General Plan Amendment 24-02; Zone Change 24-02; Tentative Parcel Map (84544) 24-01; Site Plan and Design Review Case No. 25-19; Planned Development Permit Case No. 24-01 and an Environmental Impact Report. The project included a 169 townhome development and a full renovation of Otis Gordon Park. The development is referred to as the Crestfield Townhome development and is located at 1433 Crestfield Drive.

The City has operated Otis Gordon Park for many years. The park property is owned by the Duarte Unified School District (District) and the City operates the park as part of a joint use agreement that covers many local school sites that are operated as parks.

One of the conditions of the approval of the Crestfield Townhome project was that Otis Gordon Park would be redesigned and be fully upgraded by the Developer. Since the District owns the park property, the joint use agreement will be between the District and the City. The joint use arrangement for Otis Gordon Park is different than other parks and facilities covered by the existing joint use agreement, because: it is required to have a 99 year term; the residential development approval was based on this term; and this lease cannot be terminated by District action. For these reasons, this joint use agreement is a standalone document.

The proposed agreement will require the City to operate and maintain the park and the District will have the ability to use the park with City approval.

The proposed park improvements are significant and will provide the City a new park facility.

These improvements were approved, in concept, as a part of the project approval.

Park upgrades include:

- New multi-use sports fields including a Soccer Field, Youth Baseball Field & Adult Baseball Field;
- New metal field bleachers;
- New meandering concrete walking trail along perimeter of park;
- New shade structure;
- Upgraded landscape and irrigation;
- Park lighting upgrades, including ball field lighting;
- New restroom building;
- New parking lot with approximately 57 parking stalls & two van accessible ADA stalls, including one full-size roofed trash enclosure;
- Resurfacing of existing playground with light colored rubberized safety surface with some new “inclusive: playground equipment”; and
- Various other improvements.

DISCUSSION/ANALYSIS

Over the past several months, Staff has been working with the District on a joint use agreement that will address the needs of both parties. The proposed joint use agreement will be considered by the District Board on June 11. The requested action will authorize the City Manager to sign the agreement after it is approved by the District Board.

As part of the residential development, the storm water retention basin (LID structure) will be constructed under the parking lot. It is common to use parking area for subterranean water filtration structures. In this case, drainage from both the residential development and the park will flow to this location. The park parcel will be owned by DUSD, so there will be an easement in the parking lot area for the LID structure. The residential developer and DUSD will have a maintenance agreement for the LID structure. Related to this agreement, DUSD will need to ensure that the City is not responsible for any damage caused by the LID structure and indemnify the City.

The developer of the Crestfield townhomes is currently in plan check on the 169 unit townhome development on the adjacent property and plans to start construction in July. The first phase of construction will be demolition of the former school, the MIT campus and the park. The park will likely be closed for 12-18 months.

RECOMMENDATION

That the City Council authorize the City Manager to sign a Joint Use Agreement by and between Duarte Unified School District and the City of Duarte.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

- A. Joint Use Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

**JOINT USE LEASE AGREEMENT
BY AND BETWEEN DUARTE UNIFIED SCHOOL DISTRICT
AND THE CITY OF DUARTE**

This **JOINT USE LEASE AGREEMENT** (“Agreement”) is made this [redacted] day of [redacted] 2026, by and between **DUARTE UNIFIED SCHOOL DISTRICT** (“District”), a public school district duly organized and existing under the laws of the state of California, and the **CITY OF DUARTE** (“Lessee”), a California municipal corporation. The District and Lessee may be referred to herein individually as a “Party,” and collectively as the “Parties”.

RECITALS

WHEREAS, the District is committed to family-school-community partnerships, whereby District schools and other community organizations engage with students, families, and other local community members in meaningful ways; and

WHEREAS, the District owns multiple properties, including school sites, classroom buildings, recreational play fields, hardscapes, and other facilities; and

WHEREAS, pursuant to Education Code section 17527 et seq., the District’s Board of Education (“Board”) is authorized to “enter into agreements to make vacant classrooms or other space in operating school buildings available for rent or lease to other school districts, educational agencies, except private educational institutions which maintain kindergarten or grades 1 to 12, inclusive, governmental units, nonprofit organizations, community agencies, professional agencies, commercial and noncommercial firms, corporations, partnerships, businesses, and individuals, including during normal school hours if the school is in session”; and

WHEREAS, pursuant to Education Code section 17534(b) the term of any agreement entered into by the District pursuant to Education Code section 17527(a) may exceed five (5) years where capital outlay improvements are made by a public entity on the school property for park and recreation purposes; and

WHEREAS, Education Code sections 10900 et seq. (“Community Recreation Act”) authorize both the District and Lessee to promote and preserve the health and general welfare of the people of the State and to organize, promote, and conduct programs and recreational objectives which contribute to the physical, mental, or moral development of the individual or group participating therein; and

WHEREAS, District is the owner of certain real property generally located at 2340 Central Avenue, in the City of Duarte, State of California 91010 (Assessor’s Parcel Number 8604-017-903) (“Property”); and

WHEREAS, District and Lessee have maintained a long-term cooperative working arrangement for several years, with the goal of working collaboratively to benefit the District and community at large; and

WHEREAS, Lessee desires to lease a portion of the Property, comprising approximately six (6) acres of land and commonly known as the Otis Gordon Sports Park (“Premises”), which is described in greater detail in **Exhibit A**, attached hereto and incorporated herein; and

WHEREAS, the District entered into a Joint Occupancy Development Agreement & Ground Lease dated November 30, 2025 (“Ground Lease”) which leased the Property to Crestfield Townhomes, LLC (“Crestfield”) for 99 years, and also executed an Occupancy Agreement dated November 30, 2025 (“Occupancy Agreement”) with Crestfield wherein Crestfield conveyed the Premises back to the District for the term of the Ground Lease; and

WHEREAS, District desires to allow Lessee to lease the Premises for the purpose of Lessee’s non-exclusive use for “Public Park Purposes” and the construction of certain improvements thereon; and

WHEREAS, the District Premises are permitted for use as authorized by the Civic Center Act, Education Code sections 38130, et seq. (“Civic Center Uses”); and

WHEREAS, the District and Lessee permitting departments will continue to issue Facility Use Permits for use of their respective Premises pursuant to the Civic Center Act and Lessee facility use procedures (“Permitting Departments”); and

WHEREAS, the Parties now desire to execute this Agreement for Lessee’s lease of the Premises; and

WHEREAS, in accordance with Education Code section 17529, through the approval of this Agreement, the District has determined that Lessee’s use of the Premises will not: (1) interfere with educational programs or activities of any school or class conducted on District school sites, (2) unduly disrupt the residents in the surrounding neighborhood, or (3) jeopardize the safety of the children on District property.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. **AGREEMENT TO COOPERATE.** The Parties hereby agree to cooperate in coordinating their respective rights and responsibilities under this Agreement.

1.1. The Parties shall promptly respond to concerns relating to use of the Premises expressed by the other Party or neighbors. The response shall include, without limitation, acknowledging receipt of the concerns raised, taking steps to investigate the concern, engaging in a dialogue with the other Party, and addressing the concerns.

2. **DESCRIPTION OF DISTRICT PREMISES.** For the purposes of this Agreement, the Premises shall include an approximately six (6) acre parcel of land, as depicted in **Exhibit A**, attached hereto, generally located at 2340 Central Avenue, Duarte, California 91010, and consisting of park and recreational facilities, specified equipment, landscaping, and other facilities, including restrooms, and specified parking facilities, unless otherwise indicated, located on the District’s Premises.

3. **TITLE TO PREMISES.** Nothing in this Agreement shall in any way alter the District’s fee title ownership interest in the Premises. Nothing herein shall be construed as creating an ownership interest, easement, or any other possessory or non-possessory interest in the Premises except a defined-term leasehold.

4. **CIVIC CENTER ACT/COMMUNITY RECREATION ACT.** All scheduling, use, fee/admission fee collection, and other activities shall be compliant with the Civic Center Act, Education Code sections 38130 et seq., and Community Recreation Act, Education Code sections 10900 et seq.

5. **TERM.** The term of this Agreement shall be ninety-nine (99) years and shall commence upon approval of this Agreement by both the City Council and District’s Governing Board, unless sooner terminated by any provision herein (“Term”).

6. **AGREEMENT ADMINISTRATION.**

6.1. **District Responsibilities.** The District shall bear no responsibility for, nor possess the authority to assume the administration or operation of Lessee’s programs, activities, and/or community recreational purposes. This includes, without limitation, employee hiring and the oversight, coordination, or engagement of subcontractors for the fulfillment of Lessee’s rights and obligations outlined herein.

6.2. **Lessee Responsibilities.**

6.2.1. Lessee represents that it is qualified to administer and operate its recreational programs and activities.

6.2.2. Lessee shall be solely responsible for the administration and operation of its programs including, without limitation, employee hiring.

6.2.3. Lessee shall be responsible for verifying the qualifications, credentials, certificates, and licenses of its staff, agents, consultants, and subcontractors who may provide services in conjunction with the Lessee’s activities on the Premises.

6.2.4. **Subcontractors.**

- 6.2.4.1. Lessee may engage and utilize subcontractors for the operation of its programs. The engagement of subcontractors shall not relieve Lessee from its obligations and duties under this Agreement.
- 6.2.4.2. Any subcontractors engaged by Lessee shall be considered an extension of Lessee's personnel and shall be subject to all the same rights, responsibilities, and duties as outlined in this Agreement.
 - 6.2.4.2.1. Lessee shall remain fully responsible for the actions, omissions, and performance of its subcontractors.
- 6.2.4.3. Lessee shall ensure that all its subcontractors adhere to and perform the applicable required duties, obligations, and standards as set forth herein. This includes, without limitation, maintenance and safety requirements, and compliance with all applicable laws, regulations, and codes.
- 6.2.4.4. Failure by a subcontractor to meet the required standards or fulfill the obligations herein shall be understood to be a failure by Lessee, and Lessee shall take immediate corrective action.
- 6.2.4.5. Lessee shall maintain open lines of communication with the District regarding its subcontractors' activities on the Premises.
- 6.2.4.6. Lessee shall regularly assess the performance of its subcontractors against the agreed-upon standards and promptly address any deficiencies. Lessee shall take corrective actions to ensure the appropriate administration and operation of its activities as detailed throughout this Agreement.

7. **LEASE PAYMENTS, TAXES, AND ASSESSMENTS.**

- 7.1. **Lease Payments.** The Parties acknowledge and agree that Lessee shall not be required to pay any use fees as compensation for its use of the Premises pursuant to this Agreement. The Parties acknowledge and agree that the mutual benefits to each Party and the general public that may arise from Lessee's use of the Premises and the improvements constructed thereon constitute sufficient consideration.
- 7.2. **Taxes and Assessments.** Any possessory interest tax, other personal or real property tax, or assessment whatsoever assessed against the District as a result of this Agreement, Lessee agrees to and shall pay all such foregoing taxes and assessments and charges not less than twenty (20) days prior to the date of delinquency thereof and give written notice of such payment to the District within five (5) days after such payment is made.

8. **USE OF PREMISES.**

- 8.1.1. Lessee is authorized to only use the Premises for "Public Park Purposes" and for purposes relating to installation, replacement, maintenance, repair, operation and removal of the Park Improvements (defined below), pursuant to the terms described herein, the Ground Lease, Occupancy Agreement, and in accordance with all applicable federal, state, and local laws and regulations relating to the Premises and to Lessee's use. Pursuant to section 11 of the Occupancy Agreement, Lessee shall not increase the density of the Premises in any material respect.
- 8.2. **Personnel and Equipment.** Lessee, at its sole cost and expense, shall provide: (i) such employees, volunteers, or others as are necessary in connection with Lessee's use; and (ii) all personal property (e.g., equipment, materials, supplies, and/or other items) as necessary for Lessee's use.
 - 8.2.1. All personnel hired by a Party shall be employees or independent contractors of that Party and shall not

be construed as employees or independent contractors of the other Party for any purpose whatsoever.

8.2.2. In no event, shall the District be responsible or liable in connection with the theft, damage, or destruction of any of Lessee’s personal property that is kept or stored on the Premises.

8.3. **Security and Supervision.** Lessee shall operate, maintain, monitor and secure the Premises in a manner consistent with Lessee’s standard practices for comparable City parks. Lessee shall not be required to provide continuous on-site supervision of all activities on the Premises.

8.3.1. Lessee shall take reasonable steps consistent with its standard park operations, to address misuse of the Premises and discourage users from entering areas outside the Premises.

8.3.2. Lessee shall indemnify, defend and hold harmless District Indemnified Parties from claims arising out of Lessee’s operation, management or use of the Premises, except to the extent caused by the negligence or willful misconduct of the District.

8.4. **Parking Facilities.** Lessee shall have responsibility for the operation, maintenance, repair and management of all parking facilities located on the Premises during the Term, consistent with standards applied to comparable City park facilities.

8.4.1. Lessee shall not abandon any operative or inoperative vehicles or equipment on any portion of the Premises or the street parking surrounding the Premises.

8.4.2. The District shall not be liable for any personal injury suffered by Lessee or Lessee’s visitors, invitees, and guests, or for any damage to or destruction or loss of any of Lessee’s or the Lessee’s visitors’, invitees’, or guests’ personal property located or stored on the Premises or in street parking surrounding the Premises.

8.4.3. Lessee shall be responsible for ensuring all vehicles associated with its use of the Premises are safely parked without blocking fire lanes or other vehicles.

8.5. **Stormwater Retention System.** The Parties acknowledge that a stormwater retention system associated with the Crestfield development may be located beneath or adjacent to the Premises. Lessee and Crestfield shall memorialize all maintenance and repair obligations related to the stormwater retention system through a separate Maintenance Agreement.

8.6. **Utilities.** Lessee shall furnish or cause to be furnished to the Premises all necessary utilities. Lessee shall continue to pay for all utilities directly to its service provider(s). District shall not be responsible for payment of, or access to, any necessary utilities. For purposes of the Agreement, utilities include electrical, natural gas, sewer, waste disposal/recycling, and water services.

8.7. **Signage.** For the purpose of this Agreement, “Signage” and “Signs” shall refer to any visual display, structure, or device intended to convey information, messages, or advertisements to the public, whether affixed, permanent, semi-permanent, or temporary in nature. This includes but is not limited to banners, posters, placards, billboards, electronic displays, and any other similar means of communication.

8.7.1. Lessee may place Signs on the Premises at Lessee's sole cost and expense and pursuant to the City of Duarte’s Municipal Code.

8.7.2. At the termination of the Agreement, Lessee shall remove all signs it has placed on the Premises and shall repair any damage caused by the installation or removal of its signs.

9. **CONDITION OF PREMISES.** The Premises are offered to Lessee for use on an “AS IS” basis following completion of the initial park improvements required under the Crestfield development, and consistent with applicable project approvals.

- 9.1. The District shall not be required to make or construct any alterations including structural changes, additions, or improvements to the Premises. By execution of this Agreement, Lessee hereby accepts the Premises in "AS IS" condition following completion of initial park improvements and delivery of possession. It is Lessee's responsibility to make such improvements as it deems necessary to make the Premises suitable for its intended use.
 - 9.2. Lessee acknowledges that the District has not made any representations or warranties as to the suitability of the Premises for Lessee's intended use. Any agreements, warranties, or representations not expressly contained in this Agreement shall in no way bind the Parties, and the Parties expressly waive all claims for damages by reason of any statement, representation, warranty, promise or agreement, if any, not contained in this Agreement.
 - 9.3. **Unsafe Conditions.** Lessee shall not cause or permit any Hazardous Materials (defined below) or Dangerous Condition (defined below) to exist on the Premises. Lessee shall promptly provide notice to the District, pursuant to the "Compliance with All Laws" section of this Agreement, if Lessee becomes aware of any Hazardous Materials on the Premises. Lessee shall promptly provide notice to the District, pursuant to the "Notice" section of this Agreement, if Lessee becomes aware of any Dangerous Condition on the Premises.
 - 9.3.1. **Dangerous Condition.** A "Dangerous Condition", as defined in Government Code section 830(a), is "a condition of property that creates a substantial (as distinguished from a minor, trivial or insignificant) risk of injury when such property or adjacent property is used with due care in a manner in which it is reasonably foreseeable that it will be used."
10. **MAINTENANCE AND REPAIRS.** The allocation of the Parties' responsibility for the operation, maintenance, repair, and replacement, as applicable, of the Premises and any improvements, including the payment of associated costs, are set forth herein.
 - 10.1. Lessee shall maintain the Premises in good condition consistent with the condition of the Premises existing at the time of delivery.
 - 10.2. Lessee shall provide routine maintenance and repair to the Premises using the same standards as for comparable Lessee facilities.
 - 10.3. If there is property damage on the Premises as a result of Lessee's use, at District's sole discretion, District may charge Lessee the amount necessary to repair the damage in such a manner as to bring it back to a condition similar to the condition that existed at the time of delivery of the Premises to Lessee.
 - 10.4. A Party shall be in breach of its obligations pursuant to this Agreement if it fails to timely perform any obligations and/or pay any costs for which it is responsible pursuant to this section.
 11. **PARK IMPROVEMENTS AND ALTERATIONS.** Lessee shall pay for all necessary improvements and upgrades required to meet safety and performance standards during the term of the Agreement ("Park Improvements"). Any improvements to the Premises by Lessee shall fully comply with the Ground Lease, Occupancy Agreement, and requirements of public works construction projects, including but not limited to, prevailing wage requirements, bonds, and all applicable federal, state and local laws, and subject to the District's written approval.
 - 11.1. Within ninety (90) days after completion of construction of any work of improvement on the Premises, Lessee shall deliver to the District two (2) full and complete sets of as-built plans for the work so completed.
 12. **PARK IMPROVEMENT FUNDING.** Funding for any future Park Improvement shall be provided in whole by Lessee.
 - 12.1. District may, but is not obligated to, provide matching funding for the Park Improvements. Any funding provided by Lessee that is not spent on construction of the Park Improvements shall be retained by Lessee for the express purpose of paying for maintenance and other costs under this Agreement.
 - 12.2. Lessee and District shall not be required to make or construct any alterations including structural changes,

additions, or improvements to the Premises after completion of the Park Improvements.

13. **SAFETY OF PROPERTY.** The District makes no warranties or representations as to the safety or security of the Premises.
 - 13.1. Lessee acknowledges, understands, and agrees that the District is neither responsible for nor has the obligation to supply, provide, establish, maintain, or operate Safety Measures (defined below) for the Premises.
 - 13.2. The District shall not be liable for, and is hereby released from all responsibility for any damage, loss, or injury to either persons or property resulting or arising out of any criminal activity (including, but not limited to, any damage, loss, or injury resulting from intrusions, petty theft, vandalism, or other similar acts), that may occur on or near the Premises, regardless of whether the District was able to, actually did, or failed to provide notice to Lessee of a safety incident or situation occurring on the Premises which led to the damage, loss, or injury and in accordance with the other terms and conditions of this Agreement.
 - 13.3. **Safety Measures.** Lessee shall be responsible, at its sole cost, for supplying, providing, establishing, maintaining, and operating its own safety measures, protocols, personnel, or systems to encourage and ensure the security of Lessee, its agents, officers, employees, licensees and invitees, and the Premises (“Safety Measures”); provided, however, that Lessee must notify the District prior to employing the Safety Measures.

14. **TERMINATION.** This Agreement shall continue for the full Term of ninety-nine (99) years, unless terminated as provided herein.
 - 14.1. **Termination for Cause.** Either Party may terminate this Agreement for cause by written notification ninety (90) days prior to the effective date of the termination.
 - 14.1.1. Cause shall include, without limitation:
 - 14.1.1.1. Material violation of this Agreement by either Party;
 - 14.1.1.2. Any act by a Party which intentionally, recklessly, or negligently exposes the other Party to liability to others for personal injury or property damage; or
 - 14.1.1.3. Either Party is adjudged bankrupt, makes a general assignment for the benefit of creditors, or a receiver is appointed due to the Party’s insolvency.
 - 14.1.2. Prior to providing a Notice of Termination for Cause, and within thirty (30) days after a Party determines there is a basis for Termination for Cause, the non-terminating Party shall be notified in writing, and a Meet and Confer Conference shall be promptly held. The Parties shall reasonably cooperate to resolve the dispute at the Meet and Confer Conference prior to the terminating Party exercising its right to terminate the Agreement under this section.
 - 14.1.3. Following the Meet and Confer Conference, the defaulting Party shall be allowed a 90-day period to “cure” the default.
 - 14.1.3.1. If the default is not cured within the ninety (90) day period or, where the default cannot reasonably be cured in ninety (90) days, and a cure is not commenced within the 90-day period, the non-defaulting Party may immediately terminate this Agreement.
 - 14.2. The foregoing provisions are in addition to, and not a limitation of, any other rights or remedies available to the Parties.

15. **SURRENDER OF PREMISES.**
 - 15.1. **Surrender.** On the last day of the Term, or upon earlier termination of this Agreement, Lessee shall surrender to the District the Premises and any then-existing improvements in clean, good condition and repair, ordinary wear

and tear excepted, free and clear of all liens, claims, and encumbrances. All trash shall be removed. This condition shall be similar to that existing as of the Commencement Date, excepting normal ordinary wear and tear. Lessee shall remove from the Premises all personal property. All property not so removed shall be deemed abandoned.

15.2. Failure to Surrender.

15.2.1. It is expressly agreed and understood by both the District and Lessee that Lessee’s failure to surrender possession of the Premises at the expiration of the Term of this Agreement shall result in substantial damages to the District and such damages are impossible or impracticable to measure.

15.2.2. In the event Lessee does not surrender possession of the Premises to District as set forth herein, Lessee shall be deemed a holdover tenant on a month-to-month basis and shall pay an amount to be determined by District for each month or portion of a month in which Lessee holds over in the Premises, plus any Additional Rent payable in accordance with the terms of this Agreement. Such amounts shall be payable in advance on the first day of each and every calendar month. In no event shall any provision contained in this Agreement be deemed to permit Lessee to retain possession of the Premises after the expiration of the Agreement Term or earlier termination of this Agreement.

15.2.3. No holdover shall be construed as a renewal of the Term of this Agreement but shall constitute a month-to-month tenancy which may be terminated by a Party with only thirty (30) days prior written notice required and shall otherwise be on the same terms and conditions herein set forth.

16. **NOTICE.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing, and personally delivered by overnight delivery service, addressed as follows:

<p>DISTRICT:</p> <p>Duarte Unified School District 1620 Huntington Drive Duarte, CA 91010 Attn: Dr. Jessica Medrano, Superintendent E-mail: _____ Telephone: (626) 599-5037</p>	<p>CITY OF DUARTE:</p> <p>City of Duarte 1600 Huntington Drive Duarte, CA 91010-2592 Attn: City Manager E-mail: bvillalobos@cityofduarte.ca.gov Telephone: _____</p>
<p>COPY TO:</p> <p>Orbach Huff & Henderson LLP 1901 Avenue of the Stars, Suite 575 Los Angeles, CA 90067 Attn: Sarine A. Abrahamian, Esq. E-mail: sabrahamian@ohhlegal.com Telephone: (310) 788-9200</p>	<p>COPY TO:</p> <p>Rutan & Tucker, LLP 18575 Jamboree Road, 9th Floor Irvine, CA 92612 Attn: Thai Viet Phan, Esq. E-mail: tphan@rutan.com Telephone: (714) 478-5949</p>

Any notice personally given shall be effective upon receipt. Notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Notice sent by USPS shall be effective within three (3) business days following delivery thereof to USPS. Notices, certificates, and other communications shall also be provided by electronic mail to the e-mail addresses identified above.

17. INDEMNIFICATION.

- 17.1. **Indemnification of District.** To the fullest extent permitted by California law, Lessee shall defend, indemnify, and hold harmless District and its agents, representatives, officers, consultants, employees, trustees, and volunteers (“**District Indemnified Parties**”) from any and all losses, liabilities, claims, suits, and actions of any kind, nature, and description, including, but not limited to, attorneys’ fees and costs (collectively “**Claims**”), directly or indirectly arising out of, on account of, connected with, or resulting from, the operation, condition, use, or occupancy of the Premises, and all areas appurtenant thereto, with the exception of any Claims caused by the negligence or willful misconduct of the District Indemnified Parties or by the sole conduct of the District Indemnified Parties. In case any action or proceeding be brought against the District Indemnified Parties as described in this Paragraph 17.1, Lessee shall defend District at the Lessee’s sole expense, except for Claims caused by the negligence or willful misconduct of the District Indemnified Parties or by the sole conduct of the District Indemnified Parties.
- 17.2. **Indemnification of City.** To the fullest extent permitted by California law, District shall defend, indemnify, and hold harmless City and its agents, representatives, officers, consultants, employees, trustees, and volunteers (“**City Indemnified Parties**”) from any and all Claims, directly or indirectly arising out of, on account of, connected with, or resulting from District’s work on or use of the Premises, with the exception of any Claims caused by the negligence or willful misconduct of the City Indemnified Parties or by the sole conduct of City Indemnified Parties. In case any action or proceeding be brought against the City Indemnified Parties as described in this Paragraph 17.2, District shall defend City Indemnified Parties at the District’s sole expense, except for Claims caused by the negligence or willful misconduct of the City Indemnified Parties or by the sole conduct of the City Indemnified Parties.
- 17.3. Lessee shall have no liability arising from or relating to access to the adjacent townhome project from the Premises, except to the extent caused by Lessee’s negligence, willful misconduct, unauthorized acts, or failure to perform its obligations under this Agreement.
- 17.4. **Willful Misconduct.** “Willful Misconduct” is any intentional action so unreasonable or dangerous that the actor knows or should know it is highly probable to result in harm.
- 17.5. **Survival of Indemnities.** This section shall survive the expiration or termination of this Agreement.
18. **INSURANCE.** Lessee shall maintain, for the Term, at its own cost, the insurance required by District for use of the Premises including, without limitation, general liability insurance. The District’s Insurance requirements are included in **Exhibit B**, attached hereto and incorporated herein.
19. **COMPLIANCE WITH ALL LAWS.** At all times during the Term of this Agreement, the Parties shall comply with any and all federal, State of California, and local laws, regulations, ordinances, guidelines, and other governmental requirements, whether now in effect or as may hereafter be enacted or amended (“Applicable Law”) that to any extent are applicable to the Parties’ use of the Premises pursuant to this Agreement and/or for Public Park Purposes.
 - 19.1. Without limiting the foregoing, all improvements and modifications to the Premises in connection with or relating to the Park Improvements or use of the Premises for Public Park Purposes, including without limitation, improvements or modifications that affect access to the Premises, shall comply with all applicable laws.
 - 19.2. Notwithstanding anything in this Agreement that may be construed to the contrary, Lessee shall indemnify, defend, and hold-harmless District with respect to any and all liabilities and claims that arise from any failure to comply with Applicable Law by Lessee and/or any of its agents, contractors, or subcontractors, and such obligations shall survive termination of this Agreement.
 - 19.3. Each Party and the Party’s agents, servants, and employees including, without limitation, legal counsel and environmental consultants and engineers retained by that Party, may (but without the obligation or duty to do so), at any time and from time to time, on not less than ten (10) business days’ notice to the other Party (except in the event of an emergency, in which case, no notice will be required), inspect the Premises to determine whether a Party is complying with the Party’s obligations set forth in this Section, and to perform environmental

inspections and samplings, during regular business hours (except in the event of an emergency) or during such other hours as the Parties may agree.

- 19.4. Each Party shall indemnify, defend (by counsel reasonably approved in writing by the other Party), protect, release, save, and hold harmless the other Party from and against any and all Claims arising from any breach of a Party's covenants under this Section.

- 20. **HAZARDOUS MATERIALS.** The term "Hazardous Materials" means any hazardous or toxic substance, material or waste which is or becomes regulated by any local governmental authority, the State of California, or the United States Government. Lessee shall not cause or permit any Hazardous Material to be generated, brought onto, used, stored, or disposed of in or about the Premises and any improvements by Lessee or its agents, employees, contractors, subtenants, or invitees, except for limited quantities of standard office, classroom, and janitorial supplies (which shall be used and stored in strict compliance with Environmental Laws). Lessee shall comply with all Environmental Laws. The term "Hazardous Materials" includes, without limitation, petroleum products, asbestos, PCB's, and any material or substance which is (i) defined as hazardous or extremely hazardous pursuant to Title 22 of the California Code of Regulations, Division 4.5, Chapter 11, Article 4, section 66261.30 et seq., (ii) defined as a "hazardous waste" pursuant to section (14) of the federal Resource Conservation and Recovery Act, 42 U.S.C. 6901 et. seq. (42 U.S.C. 6903), or (iii) defined as a "hazardous substance" pursuant to section 10 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. 9601 et. seq. (42 U.S.C. 9601). The term "Hazardous Materials Law" shall mean any statute, law, ordinance, or regulation of all government body or agency (including the U.S. Environmental Protection Agency, the California Regional Water Quality Control Board, and the California Department of Health Services) which regulates the use, storage, release, or disposal of Hazardous Materials.
 - 20.1. **Notice of Hazardous Substances.** Lessee shall notify the District in writing within twenty-four (24) hours if Lessee has or acquires notice or knowledge that any Hazardous Material has been or is threatened to be, released, discharged, disposed of, transported, or stored on, in, under, or from the Premises in violation of Environmental Laws. Lessee shall promptly provide the District with copies of all written assessments, complaints, claims, citations, demands, fines, inquiries, reports, violations, or notices relating to the conditions of the Premises or compliance with Environmental Laws. Lessee shall promptly supply the District with copies of all notices, reports, correspondence, and submissions made by Lessee to the United States Environmental Protection Agency, the United States Occupational Safety and Health Administration, and any other local, state, or federal authority that requires submission of any information concerning environmental matters or Hazardous Materials pursuant to Hazardous Materials Law or Environmental Laws. Lessee shall notify the District within twenty-four (24) hours of any liens threatened or attached against the Premises pursuant to any Environmental Laws.

- 21. **PUBLIC COMPLAINTS.** If any person complains to Lessee about the Premises or Lessee's use of the Premises, in any manner, whether oral or written, Lessee shall give written notice of such complaint received (whether oral or written) to District within fifteen (15) days of Lessee's receipt of the complaint. Lessee shall collaborate with District on action(s), if any, to be taken to alleviate the complaint.

- 22. **NONDISCRIMINATION.** The Parties affirm they are Equal Opportunity Employers and shall comply with all applicable federal, state, and local laws and regulations as appropriate. Neither Party shall discriminate on the basis of race, color, creed, religion, sex, marital status, sexual orientation, age, national origin, ancestry, disability, or any other basis prohibited by law in the operation of any of their programs or employment practices.

- 23. **INDEPENDENT CONTRACTOR STATUS.** This Agreement is by and between independent entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

- 24. **ENTIRE AGREEMENT OF PARTIES.** This Agreement and all exhibits attached hereto set forth the entire agreement between the Parties and supersede all prior discussions, negotiations, and agreements, whether oral or written.

- 25. **SURRENDER OF AGREEMENT NOT MERGER.** The voluntary or other surrender of this Agreement by a Party, or a mutual cancellation thereof, shall not constitute a merger and shall, at the option of the other Party, terminate all or any existing subleases, subtenancies, rights of third parties acting through such Party and this Agreement to use the Premises.

26. **ASSIGNMENT AND TRANSFER.** Lessee shall not have the right, voluntarily or involuntarily, to license, transfer, or encumber this Agreement. Any purported transfer shall be void and shall, at the District's election, constitute a default. No consent to transfer shall constitute a waiver of the provisions of this Agreement.
27. **JOINT AND SEVERABLE LIABILITY.** In the event that Lessee is more than one person or entity, all such persons and entities shall be jointly and severally liable for Lessee's obligations hereunder.
28. **DISPUTE RESOLUTION.** If a dispute arises that is related, in any way, to this Agreement, the Parties agree to attempt first to resolve the dispute through Meet and Confer Conference negotiations. If negotiations are unsuccessful, the Parties agree to nonbinding dispute resolution prior to initiating legal action.
29. **ATTORNEYS' FEES.** In the event either Party institutes legal action to enforce its rights under this Agreement, in whatever forum, public or private, each Party shall be solely responsible for its costs and attorneys' fees. No court shall have authority or jurisdiction to rule or order contrary to this section.
30. **CALIFORNIA LAW.** This Agreement shall be governed by, and the rights, duties, and obligations of the Parties shall be determined and enforced in accordance with, the laws of the State of California. All actions or proceedings brought to enforce the terms and conditions of this Agreement shall be maintained in Los Angeles County, California.
31. **WAIVER.** The waiver by either Party of any breach of any term, covenant, or condition contained herein shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
32. **SUCCESSORS AND ASSIGNS.** This Agreement shall be binding upon, and inure to the benefit of, the Parties and their respective heirs, legal representatives, successors, and assigns.
33. **AMENDMENT AND MODIFICATION.** This Agreement and all exhibits attached hereto, as well as any subsequent amendments and modifications, may be amended or modified in writing, signed by the Parties. No amendments, changes, or modifications to the Agreement or exhibits shall be valid or binding unless approved or ratified by the District's Governing Board.
34. **COUNTERPARTS.** This Agreement and all exhibits attached hereto, as well as any subsequent amendments and modifications, may be executed in counterparts. All counterparts together shall be construed as one document.
35. **CAPTIONS.** The captions contained in this Agreement are for convenience only and shall not in any way affect the meaning or interpretation thereof nor serve as evidence of the interpretation thereof, or of the intention of the Parties hereto.
36. **SEVERABILITY.** Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but in the event any provision of this Agreement is determined to be invalid, illegal, or unenforceable in any respect under the applicable law, such provision shall be severed, and all remaining provisions shall remain valid, legal, and enforceable.
37. **INCORPORATION OF RECITALS AND EXHIBITS.** The Recitals and all exhibits attached hereto are incorporated herein by reference.
38. **DRAFTING PARTY.** This Agreement is created as a joint effort of both Parties and shall not be interpreted against either Party as the drafter of the Agreement.
39. **AUTHORITY.** The person(s) executing this Agreement on behalf of the Parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said Parties and all acts necessary to confer such authority have been duly, properly, and legally taken, such that by executing this Agreement, the Parties are formally bound to the provisions of this Agreement.
40. **ELECTRONIC SIGNATURE.** Each Party agrees that the electronic signatures of the Parties included in this Agreement are

intended to authenticate this writing and to have the same force and effect as manual signatures. As used herein, “electronic signature” means any electronic sound, symbol, or process attached to or logically associated with this Agreement and executed and adopted by a Party with the intent to sign such Agreement, including facsimile or email electronic signatures.

- 41. **FORCE MAJEURE.** In addition to specific provisions of this Agreement, performance by a Party shall not be deemed to be in default, and all performance or other dates specified in this Agreement shall be extended, where the Party seeking the extension has acted diligently and delays or defaults are due to events beyond the reasonable control of the Party including, without limitation, war, insurrection, strikes, lockouts, riots, floods, earthquakes, fires, casualties, acts of God, limitation of supplies, epidemics, quarantine restrictions, freight embargoes, lack of transportation, litigation, unusually severe weather, acts or omissions of another party, or any other causes beyond the control of or without the fault of the Party claiming an extension of time to perform. Any governmental statute, order, regulation, rule, or equivalent preventing the use of any Premises as a result of COVID-19 shall not be considered an event beyond the reasonable control of a Party. Notwithstanding anything to the contrary in this Agreement, an extension of time for any such cause shall be for the period of the enforced delay and shall commence to run from the time of the commencement of the cause, if notice by the Party claiming such extension is sent to the other party within ten (10) days of the commencement of the cause.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

ACCEPTED AND AGREED on the date indicated below:

Dated: _____, 2026

Dated: _____, 2026

DUARTE UNIFIED SCHOOL DISTRICT

CITY OF DUARTE

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

EXHIBIT A DESCRIPTION OF PREMISES

The Premises is located at 2340 Central Avenue, Duarte, California, Assessor's Parcel Number 8604-017-903, depicted within the yellow outline on the aerial map below, and commonly known as the Otis Gordon Sports Park.



EXHIBIT B INSURANCE REQUIREMENTS

1. Required Insurance. The City of Duarte (“Lessee”) (and all of its subcontractors, if any) shall, at its sole cost and expense, procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property arising from or in connection with performance of this Agreement or use of the Premises by Lessee, Lessee’s agents, representatives, officers, employees, or subcontractors (of all tiers). Lessee shall maintain the following insurance coverage:

1.1. Commercial General Liability Insurance. Coverage must be equivalent in scope or at least as broad as Insurance Services Office (“ISO”) Form CG 00 01 covering CGL on an “occurrence” basis, and must include coverage for property damage, bodily injury, personal & advertising injury, products and completed operations, liability assumed under an insured Contract (including tort of another assumed in a business contract), and independent contractor’s liability with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to work performed under this Contract (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. The District, its Board of Education, officials, employees, agents, and volunteers must be named as additional insureds with respect to liability arising out of work or operations performed by or on behalf of Lessee. General liability coverage can be provided in the form of an endorsement to the contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used). The policy shall contain a severability of interests/cross liability clause or language stating that Lessee’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

1.2. Sexual Abuse and Molestation Insurance. Lessee must provide Coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than \$3,000,000 per wrongful act and \$6,000,000 aggregate. This coverage may be provided as an endorsement to the Commercial General Liability policy or under a separate policy and must be written on an “occurrence” and not on a claim(s) made and reported basis. Coverage must not be subject to any exclusion, restriction, or sub-limit. District, its Board of Education, employees, agents, and volunteers must be named as additional insureds with respect to sexual abuse and molestation claims. The coverage must contain a severability of interests/cross liability clause or language stating that Lessee’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.

1.3. Commercial Automobile Liability Insurance. Coverage must be equivalent in scope or at least as broad as ISO Form Number CA 00 01 covering any auto (Code 1) that includes all vehicles that are owned, non-owned, and hired and personal injury protection, with limit no less than \$1,000,000 per accident for bodily injury and property damage. The policy must provide Contractual Liability coverage equivalent to that provided in the 1990 and later editions of ISO form CA 00 01.

1.4. Workers' Compensation Insurance. Coverage must be at least as broad as that which is required by the State of California, with Statutory Limits. Lessee must maintain Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

1.5. Cyber Security and Privacy Liability Policy. This coverage shall have limits of not less than \$1,000,000 per occurrence and at least \$2,000,000 annual aggregate coverage. The policy shall be endorsed with an additional insured endorsement naming the District and its officials, employees, and agents as additional insureds. The policy shall provide coverage for liability arising from the theft, dissemination and/or use of confidential information, including but not limited to personally identifiable information (PII), protected health information (PHI), security codes, access codes, passwords, security codes, or personal identification numbers (PINS), notification costs, credit monitoring and other expert services, regulatory fines and defense costs; network security liability arising from unauthorized access to, use of, or tampering with computer systems, including hacker attacks; liability arising from the introduction of a computer virus into, or otherwise causing damage to vendor (first party) or customer’s (third party) computer, computer system, network or similarly related property and the data, software and programs thereon; liability arising from professional misconduct or lack of the requisite skill required for the performances of services defined in this Agreement; and electronic media liability arising from personal injury, plagiarism, or misappropriation of ideas, domain name infringement or improper deep-linking or framing, and infringement or violation of intellectual property rights.

1.6. Other Insurance Requirements.

1.6.1. Umbrella/Excess Liability Policy. An Umbrella Liability policy (or Excess Liability on a Following Form Basis) may be used to provide additional Commercial General Liability, Automobile Liability, and Employers' Liability limits to meet District's minimum coverage requirements provided all requirements set forth herein are fully satisfied with respect to such policy.

1.6.2. Broader Coverage/Higher Limits Applies. In the event that Lessee maintains broader coverage and/or higher limits than the minimums required herein, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by Lessee.

1.6.3. Lessee's Insurance shall be Primary. For any claims related to this Agreement, Lessee's insurance coverage shall be primary insurance coverage, at least as broad as ISO CG 20 01 04 13, as respects the District, its Board of Education, officials, employees, volunteers, and agents. Any insurance or self-insurance maintained by the District, its Board of Education, officials, employees, volunteers, and agents shall be in excess of Lessee's insurance and shall not contribute with it.

1.6.4. Notice of Cancellation. For all insurance required by this Agreement, Lessee shall provide District with no less than thirty (30) days prior written notice of cancellation or nonrenewal, or reduction in coverage.

1.6.5. Additional Insured Coverage Not Affected By Named Insured's Duties After Accident or Loss. If any of the insurance required herein requires reporting of accidents or other covered losses, all such policies must be endorsed to provide that any failure to comply with the reporting provisions of the policy shall not affect coverage provided to the District, its Board of Education, officials, employees, volunteers, or agents.

1.6.6. Waiver of Subrogation. Lessee grants to District, its Board of Education, employees, volunteers, and agents a waiver of any right to subrogation which any insurer of said contractor may acquire against the District, its Board of Education, officials, employees, volunteers, and agents by virtue of the payment of any loss under such insurance. Lessee shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District, its Board of Education, officials, employees, volunteers, or agents have received a waiver of subrogation endorsement from the insurer.

1.6.7. Self-Insured Retentions. Any self-insurance program or self-insured retentions must be declared to and approved separately in writing by the District's Risk Manager or designee and shall protect the District, its Board of Education, officials, employees, volunteers, and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained such self-insurance or self-insured retention provisions. The District may require Lessee to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. In addition, the policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the Named Insured or by the District, its Board of Education, officials, employees, volunteers, and agents.

1.6.8. Acceptability of Insurers. All insurance required herein is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable by District, and must be authorized to conduct business in the state of California, or approved by the Surplus Lines Association to do business in California.

1.6.9. Verification of Coverage. Lessee shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this Agreement. The endorsements are to be signed by the person authorized by that Insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Lessee's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. Failure to maintain insurance and furnish the required certificates may be considered a breach of this Agreement by Lessee, and District may terminate this Agreement without waiver of any remedy it may have.

1.6.10. No Limitation on Liability. Such insurance as required herein shall not be deemed to limit Lessee's liability relating to performance under this Agreement. The District reserves the right to require complete certified copies of all said policies at any time. The procuring of insurance shall not be construed as a limitation on liability or as full performance of the indemnification and hold harmless provisions of this Agreement. Lessee understands and agrees that, notwithstanding any insurance, Lessee's obligation to defend, indemnify, and hold the District, its Board of Education, officials, agents, volunteers, and employees harmless hereunder is for the full and total amount of any damage, injuries, loss, expense, costs, or liabilities caused by or in any manner connected with or attributed to the acts or omissions of Lessee, its officers, agents, subcontractors (of all tiers), employees, licensees, patrons, or visitors, or the operations conducted by Lessee.

1.6.11. Waivers and Modifications. Any modification or waiver of the insurance requirements herein shall be made only with the written approval of the District Risk Manager or their designee.

1.6.12. Claims-Made Policies. If any of the required policies provide coverage on a claims-made basis: 1. The Retroactive Date must be shown and must be before the date of the Agreement or the beginning of any Services performed under this Agreement. 2. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, Consultant must purchase "extended reporting" coverage.

1.6.13. Subcontractors. Lessee shall require and verify that all approved subcontractors maintain insurance meeting all the requirements stated herein, and Lessee shall ensure that District, its Board of Education, officials, employees, agents, and volunteers are named additional insureds on insurance required from subcontractors.

2. Changes in Insurance Requirements. On an annual basis, if, in the opinion of District, the amount of the foregoing insurance coverages is not adequate or the type of insurance or its coverage adequacy is deemed insufficient, Lessee shall amend the insurance coverage as required by District's Risk Manager or designee.

2.1. The procuring of such required policy or policies or insurance shall not be construed to limit Lessee's liability hereunder or to fulfill the indemnification provision and requirements of this Agreement. Notwithstanding said policy or policies or insurance, Lessee shall be obligated for the full and total amount of damage, injury, or loss caused by negligence or neglect connected with this Agreement or with use or occupancy of the Premises.

2.2. During the Term, the District shall maintain at its cost a policy of standard fire and casualty insurance limited to the value of the buildings and improvements located on the Premises as of the Effective Date. In the event of loss or damage to the Premises, the buildings, or any contents, each Party, and all persons claiming under the Party, shall look first to any insurance in its favor before making any claim against the other Party, and to the extent possible without adding additional costs, each Party shall obtain for each policy of insurance provisions permitting waiver of any claim against the other Party for loss or damage within the scope of the insurance and each Party, to the extent permitted, for itself and its insurers, waives all such insurance claims against the other Party.

2.3. No use shall be made or permitted to be made of the Premises, nor acts done, that will increase the existing rate of insurance upon the building or buildings of the Premises or cause the cancellation of any insurance policy, covering same, or any part thereof, nor shall Lessee sell, or permit to be kept, used, or sold in or about the Premises any article that may be prohibited by the standard form of fire insurance policies. Lessee shall, at its sole cost and expense, comply with any and all requirements pertaining to the Premises, of any insurance Lessee or company, necessary for the maintenance of reasonable fire and casualty insurance, covering the Premises' buildings, or appurtenances. Fire and casualty insurance premium increases to District due to equipment and/or activities of Lessee shall be charged to Lessee.

2.4. During the Term, Lessee shall comply with all provisions of law applicable to Lessee with respect to obtaining and maintaining workers' compensation insurance.



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Marvin Carpio, Associate Civil Engineer

SUBJECT: Award of Contract for the Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair Project No. 26-5

RECOMMENDATION: It is recommended that City Council: Approve the award of contract for the FY 25-26 Street Slurry Seal and Asphalt Repair Project to Hardy & Harper Inc. in the amount of \$191,000

FISCAL IMPACT: The FY 25-26 Street Slurry Seal and Asphalt Repair Project was included in the 2025/2026 Capital Improvement Program Budget. The project cost is \$210,100 which is the contract amount with a ten percent contingency and is funded by Gas Tax and Measure R allocations

STRATEGIC PLAN IMPACT: Goal G – G1.1 Infrastructure and Beautification

BACKGROUND

The Public Works Division updates the Pavement Management Program every three years. The most recent update, completed in June 2024 by Bucknam Infrastructure Group, involved a citywide pavement study evaluating each street within the City and assigning a Pavement Condition Index (PCI) rating for every roadway segment. Pavement management program's data along with staff's field investigations are key in developing an optimized priority maintenance and rehabilitation strategy based on cost-benefit analysis.

The Street Slurry Seal and Asphalt Repair Project supports the goals of the Pavement Management Program by extending pavement lifespan. The project includes crack sealing, slurry seal application, water infiltration prevention, surface restoration, and skid resistance improvements. In addition, the project addresses the removal and replacement of localized pavement failures, pothole patching, and other necessary asphalt repairs. Repairs around manhole covers are also included, as these areas are common points of pavement failure that can contribute to potholes and asphalt deterioration.

Consistent annual asphalt repair enhances vehicular safety and maintains high-quality city streets, making this practice an integral part of the City's Risk Management Plan.

The Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair Project consist of the following street segments for Slurry:

- Fairlee Ave. from Maynard Dr. to Central Ave.
- Evergreen St. from Mountain Ave. to Buena Vista St.
- Mt. Olive Dr. from Royal Oaks Dr. to Huntington Dr.

The Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair Project consist of the repair of the asphalt around manhole covers at the following locations:

1	1219 Amberwood Dr
2	1245 Amberwood Dr
3	2630 East Huntington Dr
4	Encanto Parkway (908 Vista Mesa Ct Adjacent)
5	Tannencrest Dr and Fallcreek Rd
6	3450 Deerlane Dr
7	2961 Elda St
8	2517 Gardi St
9	2334 East Huntington Dr
10	1015 Cotter Ave
11	1432 Third St
12	1600 Mountain Ave (Front of Walmart)
13	1318 Mountain Ave
14	Deerlane Dr and Sagehurst Dr
15	1193 East Huntington Dr (Front of Smart & Final)

DISCUSSION/ANALYSIS

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

On April 30, 2026, nine (9) bids were submitted electronically. The results are as follows:

1	Estate Design and Construction	\$	187,600.00
2	Hardy & Harper, Inc.	\$	191,000.00
3	Van Engineering	\$	192,400.00
4	All American Asphalt	\$	193,120.00
5	Pavement Coatings Co	\$	199,400.00
6	ONYX Paving Company	\$	209,459.33
7	Union Pavement Services	\$	220,115.60
8	Gentry Brothers	\$	221,450.00

9	Copp Contracting	\$	249,814.00
---	------------------	----	------------

Estate Design and Construction, Inc. was the lowest bidder. However, upon standard evaluation of submitted materials, the bid proposal is deemed non-responsive and rejected.

The lowest responsible and responsive bidder is Hardy & Haper Inc. They have successfully completed multiple similar projects in various cities including Adelanto, Cathedral City and Bell Gardens. Their federal and state license status has been verified.

As with all contracts, a contingency amount is considered for this project in anticipation of any potential contract changes due to unforeseen circumstances. A ten (10%) percent contingency has been added to this contract and shall only be used if deemed necessary by staff.

RECOMMENDATION

It is recommended that City Council: Approve the award of contract for the FY 25-26 Street Slurry Seal and Asphalt Repair Project to Hardy & Harper Inc. in the amount of \$191,000.

FISCAL IMPACT

The FY 25-26 Street Slurry Seal and Asphalt Repair Project was included in the 2025/2026 Capital Improvement Program Budget. The project cost is \$210,100 which is the contract amount with a ten percent contingency and is funded by Gas Tax and Measure R allocations.

ATTACHMENTS

- A. Project Locations Map
- B. Agreement for Construction of Maintenance Services

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:

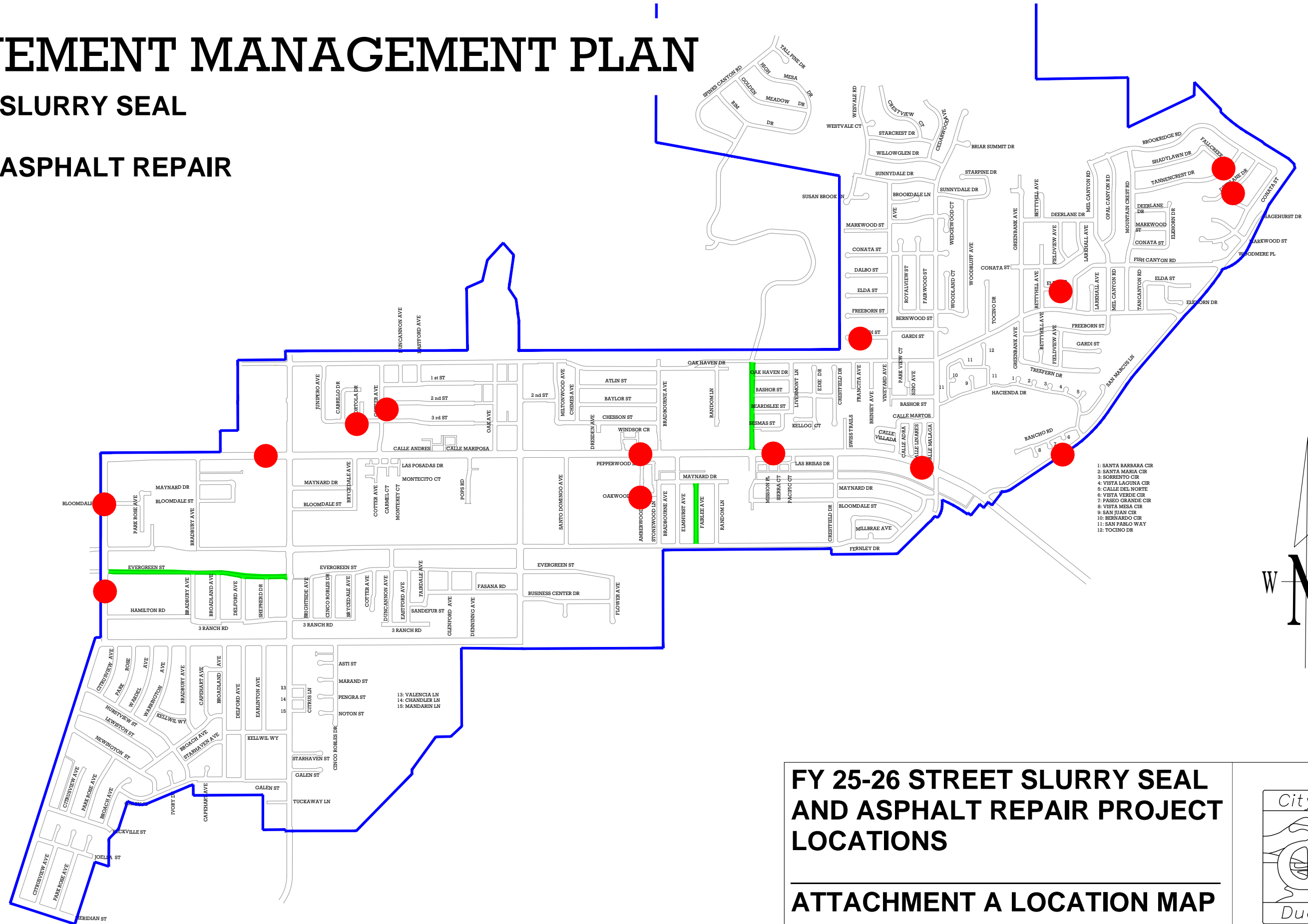


Brian Villalobos
City Manager

PAVEMENT MANAGEMENT PLAN

 SLURRY SEAL

 ASPHALT REPAIR

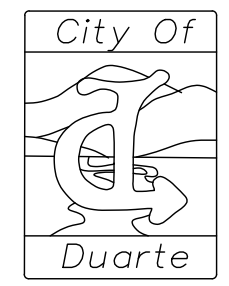


- 1: SANTA BARRARA CIR
- 2: SANTA MARIA CIR
- 3: SORRENTO CIR
- 4: VISTA LAGUNA CIR
- 5: CALLE DEL NORTE
- 6: VISTA VERDE CIR
- 7: PASEO GRANDE CIR
- 8: VISTA MESA CIR
- 9: SAN JUAN CIR
- 10: BERNARDO CIR
- 11: SAN PABLO WAY
- 12: TOCINO DR



FY 25-26 STREET SLURRY SEAL AND ASPHALT REPAIR PROJECT LOCATIONS

ATTACHMENT A 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 Hardy & Harper 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: Marvin Carpio
Email: mcarpio@cityofduarte.ca.gov

If to Contractor: Hardy & Harper, Inc.
32 Rancho Circle.
Lake Forest, CA 92630
Attn: Michael Amundson
Email: mamundson@hardyandharper.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 reinstatement 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

CONTRACTOR
Hardy & Harper Inc.

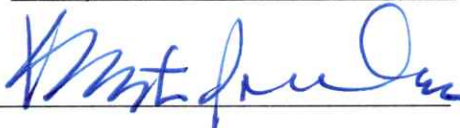
Brian Villalobos, City Manager

Date: _____

By:  _____
Michael Amundson

Its: Vice President _____

Date: May 14, 2026 _____

By:  _____
Kristen Paulino

Its: Corporate Secretary _____

Date: May 14, 2026 _____

ATTEST

Frances Jimenez, City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

Thai Viet Phan, City Attorney

Date: _____

EXHIBIT A

Scope of Work

PROJECT DESCRIPTION:

The general nature of the work consists of furnishing all labor, material, equipment, services, and incidentals required for roadway improvements. The scope of the work includes the removal and reconstruction of localized pavement failure, adjusting utilities, sealing street with slurry coat, installing pavement markings, and striping as necessary.

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

PERFORMANCE SCHEDULE:

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

EXHIBIT B

Budget and Fee Schedule

			Hardy & Harper, Inc.		
Item	Quantity	Unit	Unit Price	Total Price	
1 Mobilization and Demobilization	1.00	LS	\$ 9,000.00	\$ 9,000.00	
2 Traffic Control	1.00	LS	\$ 60,000.00	\$ 60,000.00	
3 Remove Existing Asphalt Concrete Pavement - 2" Thick	9,000.00	SF	\$ 1.90	\$ 17,100.00	
4 Construct New Asphalt Concrete Pavement - 2" Thick	120.00	TN	\$ 97.00	\$ 11,640.00	
5 Replace Asphalt and Concrete Around Utility MH	11.00	EA	\$ 1,200.00	\$ 13,200.00	
6 Crack Seal and Slurry Seal Existing Pavement	140.00	ELT	\$ 440.00	\$ 61,600.00	
7 Install Pavement Striping and Marking (Thermoplastic)	1.00	LS	\$ 18,460.00	\$ 18,460.00	
Total Base Bid				\$ 191,000.00	

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 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 per occurrence and \$10,000,000 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.

(F) Contractor's Pollution Liability Insurance that will provide for liability arising out of sudden, accidental, and gradual pollution, and remediation. The policy shall be no less than \$1,000,000 per claim and the aggregate. All activities contemplated in this agreement shall be specifically scheduled on the

policy as “covered operations.” The policy shall provide coverage for remediation of the site in the event of an environmental contamination event arising out of the materials, supplies, products, work, operations, or workmanship.

B. Contractor’s Insurance General Requirements.

(i) All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders’ Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best’s Key Rating Guide, unless otherwise approved by the City Representative.

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

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

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

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

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

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

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

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

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

- C. Deductibles. Any deductibles or self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved in writing by City.
- D. Evidence of Coverage. Contractor shall furnish City with certificates of insurance demonstrating the coverage required by this Agreement which shall be received and approved by City not less than five (5) working days before work on the Contractor Services commences. At least thirty (30) days prior to the expiration of any policy of insurance required under this Agreement, a signed complete certificate of insurance, with all endorsements provided herein, showing that such insurance coverage has been renewed or extended, shall be filed with City.
- E. Workers Compensation Insurance. Contractor shall file with City the following signed certification:

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

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

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



AGENDA REPORT

MEETING DATE: June 9, 2026
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Larry Breceda, Director of Public Safety Services
SUBJECT: Approval of Professional Services Agreement with Pasadena Humane for Animal Shelter and Animal Control Services

RECOMMENDATION: It is recommended that the City Council:

1. Approve the Professional Services Agreement with Pasadena Humane for animal shelter and animal control services for a five-year term beginning July 1, 2026 and ending June 30, 2031
2. Authorize the City Manager to execute the agreement in a final form approved by the City Attorney
3. Authorize the first-year licensing transition approach, with the City retaining licensing administration and revenue through June 30, 2027, and licensing transitioning to Pasadena Humane through DocuPet beginning July 1, 2027
4. Direct staff to implement the service transition and public outreach plan before July 1, 2026

FISCAL IMPACT: The Year 1 contract cost is \$7,792 per month, or \$93,504 annually. The Year 1 licensing revenue will remain with the City through June 30, 2027. These amounts were included in the proposed FY 27 Budget. Beginning July 1, 2027, licensing will transition to Pasadena Humane through DocuPet and future licensing revenue will be retained by Pasadena Humane.

STRATEGIC PLAN
IMPACT: Goal C – C2 Community Safety
Goal D – D2.3 Financial Sustainability
Goal E – E1.3 Organizational Excellence

BACKGROUND

The City of Duarte has historically used a hybrid animal control model that relied on outside shelter services while City staff performed field response, after-hours coordination, deceased animal response, licensing, and other animal-related duties. This model was workable while shelter-only

contract options were available, but the market has shifted. Animal welfare agencies are increasingly moving away from shelter only service models and toward full-service animal control contracts.

From June 2024 to July 1, 2025, the City contracted with San Gabriel Valley Humane for sheltering services for approximately \$85,000 annually, and that agreement included after hours response. After San Gabriel Valley Humane was absorbed by Inland Valley Humane Society, the City received a bridge sheltering services proposal of approximately \$100,000 with no after-hours response. Inland Valley Humane also advised that shelter only service is not a long-term model they intend to provide after one year.

Staff evaluated available alternatives, including Pasadena Humane, Los Angeles County Animal Care and Control, SEAACA, Inland Valley Humane/San Gabriel Valley Humane, La Puente's future shelter, and the possibility of building City-owned shelter capacity. Based on cost, service level, risk, timing, and long-term sustainability, staff recommends approving a full-service animal shelter and animal control agreement with Pasadena Humane.

On May 12, 2026, the City Council conducted a workshop on animal control services. At that workshop, staff reviewed the current service challenges, available contract options, the proposed Pasadena Humane transition, staffing impacts, licensing phase-out, fiscal considerations, and public outreach plan. Council provided direction for staff to proceed with the Pasadena Humane transition plan and return with a formal agreement for consideration on June 9, 2026.

DISCUSSION/ANALYSIS

The proposed agreement transitions Duarte from a City supported in-house animal control model to a full-service contract model with Pasadena Humane. Under the agreement, Pasadena Humane will provide the staffing, equipment, supplies, dispatch support, field services, sheltering, medical services, reporting, and community programming necessary to support animal care and control services in Duarte.

The service transition is intended to address three operational issues:

1. Long-term service stability, because shelter-only contract options are unavailable.
2. After-hours and field response coverage, which has become difficult for the City to sustain in-house.
3. Staff capacity, because animal control duties compete with Code Enforcement, parking payment support, rental housing inspections, short-term rental enforcement, E-bike enforcement, and Community Development support.

Pasadena Humane provides more than kennel space. Its full-service model includes animal control field response, sheltering, animal medical care, quarantine services, investigations, community cat programs, animal-owner support, low-cost vaccination and spay/neuter services, humane education, and reporting. Pasadena Humane also leverages donations, volunteers, foster networks, and community programs to support pet owners and reduce barriers to care.

CHANGE FROM IN-HOUSE SERVICES TO FULL CONTRACT SERVICES

Approval of the agreement will substantially shift animal control operations away from direct City

field response and toward a full-service contract model. City staff will no longer serve as the primary animal control field response provider. Pasadena Humane will assume the core animal control service functions described in the agreement, including calls for service, field response, shelter intake, impounds, investigations, quarantine, medical care, and animal disposition.

Service Area	Current / Bridge Model	Pasadena Humane Full-Service Model
Field response	City staff provide field response. After-hours coverage has become difficult to sustain.	Pasadena Humane provides full animal control field services through the contract.
After-hours support	Prior SGV Humane contract included after-hours response. The IVHS bridge proposal removed after-hours response.	Calls are received 24/7 through Pasadena Humane dispatch or after-hours answering service, with field response dispatched as appropriate.
Sheltering and medical care	Shelter-only model is no longer stable in the market.	Sheltering, medical care, quarantine, animal disposition, and owner reunification are included.
Investigations	Limited City field capacity.	Humane officer/investigative support, reports, evidence collection, and court testimony when needed.
Community support	Limited City ability to offset resident costs or provide animal welfare programming.	Low-cost vaccination, spay/neuter, microchipping, owner-support programs, humane education, and community cat programming.
Wildlife	Approximately 250 annual calls are wildlife related, creating operational pressure.	Pasadena Humane does not respond to healthy non-predatory wildlife. Staff will continue pursuing SGVCOG/CDFW regional bear and wildlife response support.

LICENSING TRANSITION

Animal licensing will remain a City requirement throughout the transition. There is no gap in the licensing requirement. For the first contract year, from July 1, 2026 through June 30, 2027, Duarte will continue to handle animal licensing as it does today and will retain animal licensing revenue. This phase-in approach avoids an abrupt change for residents and allows time for public education and system transition.

Beginning July 1, 2027, animal licensing will transition to Pasadena Humane through its DocuPet licensing program. At that time, Pasadena Humane will assume licensing administration and retain future licensing revenue consistent with the agreement. Staff will coordinate public outreach before the change to explain how residents will renew or obtain licenses under the DocuPet program.

SERVICE LEVEL AND REPORTING

The agreement establishes response and reporting expectations for Pasadena Humane. Pasadena Humane will receive calls for service 24 hours per day, seven days per week through either its dispatch system or an after-hours answering service. Priority one calls must be responded to no

later than 90 minutes from dispatch, with 80 percent of priority one calls responded to within 45 minutes. Routine calls, such as dogs at large and abuse or neglect complaints, will be responded to within two hours during regular business hours.

The agreement also requires monthly reporting to the City. Reports will include animal control activity by type, service calls, impounds by species, disposition outcomes, deceased animal pickups, licensing outreach, low-cost spay/neuter services provided to Duarte residents, and fee reports for license, impound, and other fees collected by Pasadena Humane.

WILDLIFE AND BEAR RESPONSE

Animal control demand in Duarte is not limited to domestic animals. Staff estimates approximately 600 animal-related calls for service annually, with roughly 250 calls involving wildlife. Pasadena Humane does not respond to healthy non-predatory wildlife. For that reason, staff is separately working with the San Gabriel Valley Council of Governments on a regional California Department of Fish and Wildlife position focused on bear and wildlife response, incident tracking, and regional coordination. The estimated shared cost is approximately \$23,000, depending on the number of participating cities.

STAFFING REFOCUS

Transitioning away from in-house animal control services does not reduce staff productivity. It redirects staff toward higher impact public safety and compliance work. Animal control duties have required staff time for on-call coverage, field response, shelter coordination, deceased animal issues, licensing support, and wildlife calls. Removing these duties allows Public Safety staff to focus more consistently on Code Enforcement, parking payment processing, rental housing inspections, short-term rental enforcement, E-bike enforcement, and Community Development support.

This transition strengthens the overall public safety picture by allowing staff to focus on human-related public safety, neighborhood quality of life, compliance issues, and priority service areas that have continued to grow in workload.

FISCAL IMPACT

The proposed Pasadena Humane agreement has a five-year term beginning July 1, 2026 and ending June 30, 2031. The contract pricing provides predetermined monthly costs for each contract year, which supports budget planning and avoids uncertainty tied to annual cost negotiations.

Contract Year	Monthly Amount	Annual Amount
Year 1: 2026-27	\$7,792	\$93,504
Year 2: 2027-28	\$8,921	\$107,052
Year 3: 2028-29	\$10,214	\$122,568
Year 4: 2029-30	\$11,694	\$140,328
Year 5: 2030-31	\$13,390	\$160,680
Five-Year Total		\$624,132

The Year 1 contract cost is \$7,792 per month, or \$93,504 annually. The Year 1 licensing revenue will remain with the City through June 30, 2027. Beginning July 1, 2027, licensing will transition

to Pasadena Humane through DocuPet and future licensing revenue will be retained by Pasadena Humane.

The fiscal analysis presented at the May 12 workshop also showed that the Pasadena Humane model avoids additional in-house costs tied to after-hours response, licensing processing, dead animal disposal, animal calls, vehicle/fuel costs, and staff time. By contrast, the limited-service Los Angeles County estimate reviewed by staff was approximately \$176,072.35 and did not include the City's in-house program costs to operate the remaining service components.

RISK CONSIDERATIONS

The full-service contract model also transfers operational risk from the City to the contracted provider. Pasadena Humane will provide trained staff, equipment, insurance, field response, sheltering, investigation support, animal handling, and legal defense related to its contracted services. This reduces the City's need to maintain specialized animal control equipment, training, certifications, vehicles, kennel space, and related liability exposure.

The agreement includes insurance, indemnification, termination, reporting, and records provisions. The agreement has been reviewed by the City Attorney.

PUBLIC OUTREACH

Staff will coordinate with Pasadena Humane to notify residents before July 1, 2026. Outreach will explain the service transition, how residents should request animal control assistance, what services Pasadena Humane will provide, and how licensing will work during the first year. The City will use the website, FAQ materials, social media, Duarte eNews, City events, Neighborhood Watch meetings, and community partner channels to share the information.

Messaging will clearly state that animal licensing is still mandatory. From July 1, 2026 through June 30, 2027, animal licensing will remain with the City and continue as it does today. Beginning July 1, 2027, licensing will move to Pasadena Humane through DocuPet.

CONCLUSION

The current animal control model is no longer an option for Duarte. The proposed Pasadena Humane agreement provides a full-service animal control solution, improves long-term service stability, restores contracted field and after-hours capacity, reduces in-house operational risk, and allows City staff to refocus on core public safety and compliance priorities.

Staff recommends that the City Council approve the Professional Services Agreement with Pasadena Humane and authorize the City Manager to execute the agreement in a final form approved by the City Attorney.

RECOMMENDATION

It is recommended that the City Council:

1. Approve the Professional Services Agreement with Pasadena Humane for animal shelter and animal control services for a five-year term beginning July 1, 2026 and ending June 30, 2031;

2. Authorize the City Manager to execute the agreement in a final form approved by the City Attorney;
3. Authorize the first-year licensing transition approach, with the City retaining licensing administration and revenue through June 30, 2027, and licensing transitioning to Pasadena Humane through DocuPet beginning July 1, 2027; and
4. Direct staff to implement the service transition and public outreach plan before July 1, 2026.

FISCAL IMPACT

The Year 1 contract cost is \$7,792 per month, or \$93,504 annually. The Year 1 licensing revenue will remain with the City through June 30, 2027. These amounts were included in the proposed FY 27 Budget. Beginning July 1, 2027, licensing will transition to Pasadena Humane through DocuPet and future licensing revenue will be retained by Pasadena Humane.

ATTACHMENTS

- A. Professional Services Agreement for Animal Shelter and Animal Control Services with Pasadena Humane
- B. Pasadena Humane Contract Pricing 2026-2031

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

PROFESSIONAL SERVICES AGREEMENT FOR ANIMAL SHELTER AND ANIMAL CONTROL SERVICES

Pasadena Humane / City of Duarte

THIS AGREEMENT ("Agreement") is made and entered into as of this 1st day of July, 2026 ("Effective Date"), by and between the CITY OF DUARTE, a municipal corporation ("City"), and the PASADENA HUMANE SOCIETY, doing business as PASADENA HUMANE, a nonprofit corporation with headquarters at 361 South Raymond Avenue, Pasadena, CA 91105 ("Pasadena Humane").

WITNESSETH

WHEREAS, the City's current contractor for animal control services has undergone corporate changes and is unable to provide the services the City's residents have come to expect from the City; and

WHEREAS, Pasadena Humane is currently providing animal shelter and animal control services for cities within Los Angeles County; and

WHEREAS, City desires to maintain its scope of services as much as possible and use the services, supplies, equipment, and facilities of Pasadena Humane in the enforcement and performance of the powers and duties as set forth in the City Municipal Code; and

WHEREAS, Pasadena Humane is willing to provide such services, supplies, materials, and use of its equipment and facilities in the enforcement and performance of said powers and duties and to provide animal shelter and animal control services herein stated; and

WHEREAS, Pasadena Humane represents that it has that degree of specialized expertise contemplated within California Government Code, Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

WHEREAS, the City seeks to seamlessly transition residents to the new contracted services with Pasadena Humane by retaining licensing authority and fee retention for the first year of this Agreement; and

WHEREAS, no official or employee of City has a financial interest, within the provisions of California Government Code, Sections 1090-1092, in the subject matter of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, City and Pasadena Humane do hereby agree as follows:

1.0 SERVICES PROVIDED BY PASADENA HUMANE

- 1.1 **SCOPE OF SERVICES.** Pasadena Humane shall perform the professional services identified in the Scope of Services attached hereto as Exhibit "A" and incorporated herein by this reference. City shall have the right to request, in writing, additional services beyond what is set forth in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase in compensation, shall be incorporated by written amendment to this Agreement.
- 1.2 **PROFESSIONAL PRACTICES.** Pursuant to this Agreement, Pasadena Humane shall provide personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence, and skill ordinarily exercised by service providers in similar fields and circumstances in accordance with sound professional practices.
- 1.3 **WARRANTY.** Pasadena Humane warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; animal control and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Pasadena Humane warrants that it shall advise City of Duarte of any changes in laws that may affect Pasadena Humane's performance of this agreement.
- 1.4 **NON-DISCRIMINATION.** In performing this Agreement, Pasadena Humane shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religious creed color, national origin, ancestry, age, physical disability, mental disability, disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status except as permitted pursuant to Section 12940 of the Government Code. Violation of this provision may result in the imposition of penalties referred to in Labor Code, Section 1735.
- 1.5 **DELEGATION AND ASSIGNMENT.** Pasadena Humane cannot assign or delegate or otherwise transfer this Agreement or the rights or duties contained herein to any individual, person or legal entity without the written consent of the City. Pasadena Humane may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Pasadena Humane's expense.

- 1.6 ANIMAL LICENSURE. The City shall issue all City animal licenses for rabies vaccinated pets in compliance with licensing ordinance and fees as established by the City in the first year of this Agreement. Pasadena Humane shall issue such animal licenses in compliance with the City's licensing ordinance and fees for each year of the Agreement after year one. One hundred percent of the revenue of the licensing service during year one of the Agreement Term shall be retained by the City, with Pasadena Humane retaining 100% of the revenue for licensing services after year one.
- 1.7 Each party to this Agreement would like to move towards a standardized rate for all of the Cities that Pasadena Humane serves. This standard rate may be determined by a licensing fee analysis and cost comparison, with recommended licensing rates to be agreed upon by all parties and ratified by the individual Cities. In the absence of this analysis and cost comparison, licensing rates shall be established as is current practice for each individual City.

2.0 COMPENSATION AND BILLING

- 2.1 COMPENSATION. In consideration for satisfactory and timely performance of all services provided to City under this Agreement, City shall pay Pasadena Humane the monthly amounts specified in Exhibit B. During year one of this Agreement, the City will retain 100% of all pet licensing revenues, and Pasadena Humane will retain 100% of all pet licensing revenues thereafter. Pasadena Humane will retain 100% of any animal impound fees that Pasadena Humane may collect.
- 2.2 ADDITIONAL SERVICES. Pasadena Humane shall retain the proceeds for any additional fees for service.
- 2.3 METHOD OF BILLING. Pasadena Humane may submit invoices to City for approval on a progress basis, but no more often than monthly. City shall pay Pasadena Humane's invoice within forty-five (45) days from the date City receives said invoice. Any additional services outside the Scope of Service Exhibit "A" approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.
- 2.4 RECORDS AND AUDITS. Financial records of Pasadena Humane's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be provided to and made available to City for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date. Pasadena Humane shall provide to the City copies of its audited financial reports, annually, covering the period of this Agreement.

3.0 TIME OF PERFORMANCE

- 3.1 **COMMENCEMENT AND COMPLETION OF WORK.** The professional services to be performed pursuant to this Agreement shall commence from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

- 3.2 **EXCUSABLE DELAYS.** Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, pandemic, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party.

4.0 TERM AND TERMINATION

- 4.1 TERM. The services provided pursuant to this Agreement shall begin on the Effective Date and continue for a period of five years, ending June 30, 2031, ("Termination Date"), unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.
- 4.2 APPOINTMENT. In accordance with City's Municipal Code , City appoints Pasadena Humane as the Animal Shelter of City for the period beginning on the Effective Date and ending on the Termination Date, and hereby authorizes, directs, and empowers Pasadena Humane to perform during the term of this Agreement all the powers and duties conferred and imposed upon the Shelter Director by the City's Municipal Code, applicable City policies and regulations, and state laws and regulations, as they may be amended from time to time.
- 4.3 ACCEPTING OF APPOINTMENT. Pasadena Humane shall during the term of this Agreement perform all the powers and duties conferred and imposed upon the Animal Shelter and Shelter Director, in compliance with all applicable City policies and regulations, and state laws and regulations, as they may be amended from time to time.
- 4.4 NOTICE OF TERMINATION. This Agreement may be terminated by either party by giving not less than 90 days written notice to the other party, except as referenced in Section 5.8 of this Agreement. The notice shall state the termination date.
- 4.5 COMPENSATION. City shall continue to pay Pasadena Humane pursuant to section 2.1 of this agreement each month through the termination date.

5.0 INSURANCE

- 5.1 MINIMUM SCOPE AND LIMITS OF INSURANCE. Pasadena Humane shall, at its own cost and expense, promptly secure and maintain during the life of this Agreement the following insurance:
- 5.1.1 Comprehensive general liability insurance on an "occurrence" basis, including premises, operations, products and completed operations, property damage, blanket contractual liability, independent contractors, bodily injury and personal and advertising injury with a policy of not less than Two Million Dollars (\$2,000,000) per occurrence. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit.

- 5.1.2 Comprehensive automobile liability insurance for any owned, non-owned and hired vehicles used in the connection with the performance of this Agreement with a policy of not less than One Million Dollars (\$1,000,000) per accident for bodily injury and property damage.
 - 5.1.3 Workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease.
 - 5.1.4 Professional errors and omissions ("E&O") liability insurance with policy limits of not less than Two Million Dollars (\$2,000,000) per occurrence or claim, Two Million Dollars (\$2,000,000) aggregate. Pasadena Humane shall obtain and maintain said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder.
- 5.2 If Pasadena Humane maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by Pasadena Humane. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.
- 5.3 ENDORSEMENTS. Each policy of insurance required hereunder shall contain or be endorsed to contain the following:
- 5.3.1 "The City of Duarte and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to this subject project and Agreement with City."
 - 5.3.2 "This policy shall not be cancelled, reduced, or otherwise modified without the insurance carrier giving the City a minimum of thirty (30) days' prior written notice."
 - 5.3.3 "Any other insurance or self-insurance maintained by the City of Duarte shall be in excess of and not contributing with the insurance provided by this policy."
- 5.4 WAIVER OF SUBROGATION. Pasadena Humane hereby grants City a waiver of any right to subrogation which any insurer of Pasadena Humane may acquire against City by virtue of the payment of any loss under such insurance. Pasadena Humane agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not City has received a waiver of subrogation endorsement from the insurer.

- 5.5 SELF-INSURED RETENTIONS. Self-insured retentions must be declared to and approved by City. City may require Pasadena Humane to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- 5.6 ACCEPTABILITY OF INSURERS. Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII.
- 5.7 CERTIFICATES OF INSURANCE. Pasadena Humane shall submit to City a certificate of insurance and endorsements for each policy not less than one (1) day prior to beginning performance under this Agreement. However, failure to obtain the required documents prior to the work beginning shall not waive Pasadena Humane's obligation to provide them. Each certificate shall be signed by a person authorized by that insurer to bind coverage on its behalf. The certificate(s) must be in a form approved by the City. City may require complete certified copies of any or all policies at any time.
- 5.8 FAILURE TO MAINTAIN REQUIRED INSURANCE. Failure to maintain required insurance at all times shall constitute a default and material breach of this Agreement. In such event, Pasadena Humane shall immediately notify City and cease all performance under this Agreement until further directed by City other than caring for animals impounded or quarantined at Pasadena Humane's shelter prior to termination. In the absence of satisfactory insurance coverage, City shall have the option to immediately terminate this Agreement.
- 5.9 SPECIAL RISKS OR CIRCUMSTANCES. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.
- 5.10 NON-LIMITING. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement.

6.0 GENERAL PROVISIONS

- 6.1 ENTIRE AGREEMENT. This Agreement constitutes the entire Agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may only be modified in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document attached hereto, including exhibits to this Agreement.
- 6.2 DESIGNATED POINT OF CONTACT. Pasadena Humane shall designate an individual to be the point of contact for any and all operational issues involving

the City. Pasadena Humane shall provide said individual's contact information, including name and telephone number upon execution of this Agreement. Likewise, the City shall designate an individual to be the point of contact for any and all operational issues involving Pasadena Humane. The City shall provide said individual's contact information, including name and telephone number upon execution of this Agreement.

- 6.3 BUSINESS LICENSE. Pasadena Humane shall maintain a business license as required by the City Municipal Code during the duration of this Agreement and pay any fees related thereto.
- 6.4 This Agreement shall be governed by the laws of the State of California.
- 6.5 NOTICES. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: (a) at the time of delivery if such communication is sent by personal delivery; (b) at the time of certified delivery if such communication is sent through regular United States mail.

IF TO CITY:

Larry Breceda
Director of Public Safety
1042 Huntington Drive
Duarte, CA 91010

IF TO PASADENA HUMANE:

Christopher Ramon, President & CEO
The Pasadena Humane Society
361 South Raymond Avenue
Pasadena, CA 91105

- 6.6 ATTORNEY'S FEES. In the event that legal action is necessary to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including attorney's fees from the opposing party in any amount determined by the court to be reasonable.
- 6.7 INDEMNIFICATION AND HOLD HARMLESS. Pasadena Humane shall protect, defend, indemnify, and hold harmless City and its elected and appointed officials, officers, and employees from any and all claims, liabilities, expenses, including attorneys' fees, damage to property or injuries to or death of any person or persons or damages of any nature including, but not by way of limitation, all civil claims or workers' compensation claims arising out of or in any way

connected with the intentional or negligent acts, error, or omissions of Pasadena Humane, its employees, agents, or subcontractors, including claims arising out of activities on City premises or facilities, in the performance of this Agreement.

- 6.8 **INDEPENDENT CONTRACTOR.** Pasadena Humane is, and shall at all times remain as to City, a wholly independent contractor. Pasadena Humane shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of the Agreement. Pasadena Humane shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City.
- 6.9 **OWNERSHIP OF DOCUMENTS.** All findings, reports, documents, information, and data including, but not limited to, computer hard drives and files furnished or prepared by Pasadena Humane or any of its subcontractors in the course of performance of this Agreement pursuant to the Scope of Services, shall be and remain the sole property of Pasadena Humane. Pasadena Humane agrees that any such documents or information shall be made available to the City for review.
- 6.10 **PUBLIC RECORDS ACT DISCLOSURE.** Pasadena Humane has been advised and is aware that all reports, documents, information and data including, but not limited to, computer tapes, discs, or files furnished or prepared by Pasadena Humane, or any of its subcontractors, and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 7920.000 et. seq.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 7927.605, and of which Pasadena Humane informs City of Duarte of such trade secrets. City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.
- 6.11 **RESPONSIBILITY FOR ERRORS.** Pasadena Humane shall be responsible for its work and results under this Agreement. Pasadena Humane, when requested, shall furnish clarification and/or explanation as may be required by City, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Pasadena Humane occurs, then Pasadena Humane shall, at no cost to City, provide all necessary professional services needed to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.
- 6.12 **PROHIBITED EMPLOYMENT.** Pasadena Humane will not employ any regular employee of City while this Agreement is in effect.

- 6.13 COSTS. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.
- 6.14 NO THIRD-PARTY BENEFICIARY RIGHTS. This Agreement is entered into for the sole benefit of City and Pasadena Humane and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under, or to this Agreement.
- 6.15 HEADINGS. Any heading of the several paragraphs of this Agreement is inserted for convenience and reference only and shall not be held or construed in any manner to affect the scope, or to limit or to qualify the meaning or intent of the provisions thereof.
- 6.16 CONSTRUCTION. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.
- 6.17 WAIVER. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.
- 6.18 SEVERABILITY. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party is materially impaired, which determination as made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.
- 6.19 COUNTERPARTS. This Agreement may be executed in counterparts, each of which so executed shall be deemed an original irrespective of the date of the execution, and said counterparts shall together constitute one and the same agreement.

6.20 CORPORATE AUTHORITY. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so, the parties hereto are formally bound to the provisions of this Agreement.

6.21 ARBITRATION OF DISPUTES. Any dispute for under \$50,000 arising out of or relating to the negotiation, construction, performance, nonperformance, breach or any other aspect of this Agreement, shall be settled by binding arbitration in accordance with the Commercial Rules of the American Arbitration Association at Los Angeles, California and judgment upon the award rendered by the Arbitrators may be entered in any court having jurisdiction thereof. Neither Party waives its right to object to the timeliness or sufficiency of any claim filed or required to be filed against each other. The Parties both reserve the right to conduct full discovery.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representatives as of the date of the first written above.

ATTEST:

CITY:

BY: _____

BY: _____

Approved as to Form:

**THE PASADENA HUMANE
SOCIETY:**

BY: _____

BY: _____
Christopher Ramon, President & CEO

PROFESSIONAL SERVICES AGREEMENT FOR ANIMAL SHELTER AND ANIMAL CONTROL SERVICES

Pasadena Humane / City of Duarte

EXHIBIT A Scope of Services

Pasadena Humane will provide all staffing, equipment, and supplies needed to provide animal care and control services, which shall include field services, sheltering services, medical services, reporting, community programming and other services described in the sections below.

Pasadena Humane will adhere to all applicable federal, state and local laws, statutes, and ordinances regarding the humane care and treatment of animals.

1. Field Services

Activities involve trained field officers and dispatchers performing a variety of duties utilizing appropriate equipment. Services include:

- a. Receive calls for service 24 hours per day, seven days per week through either Pasadena Humane dispatch or after-hours answering service and dispatch staff for field response as appropriate.
- b. Respond to priority one calls no later than 90 minutes from dispatch, with 80% of all priority one calls responded to within 45 minutes of dispatch, 24 hours per day.

Priority one calls include:

- i. Seemingly vicious or dangerous animals that pose a public safety threat,
- ii. incidents in which a person has been injured by an animal at large,
- iii. calls regarding sick or injured domestic animals at large or sick or injured wildlife.
- iv. emergency situations that cannot be handled by on-duty police officers requiring animal control assistance,
- v. requests for law enforcement support in cases such as animals of deceased persons or legally detained individuals,
- vi. predatory wildlife which poses a danger to the public until such time as California Fish and Wildlife can respond and clear the call,
- vii. loose livestock,
- viii. pick up of dead animals at the request of a police officer or City official when such service cannot be reasonably delayed until the next normal business day due to exigent circumstances such as public endangerment, attractive nuisance, or a shock to the public, and

- ix. any other clearly exigent circumstance.
- c. Respond to routine calls for service, such as dogs at large, abuse/neglect complaints, within two hours during regular business hours, 8am to 8pm seven days per week. Routine calls received during non-business hours shall be handled by Pasadena Humane during the next business day.
- d. Assist and support the City's law enforcement operations when there may be animal related concerns. This includes but is not limited to providing animal control support during the execution of arrest and search warrants both inside and outside the City limits. A Certified Animal Control Officer shall participate in the pre-warrant briefing in circumstances in which the City anticipates animal related concerns in advance.
- e. Attempt to return lost-owned dogs with discernible form of owner identification to owner, or if owner cannot be located, impound.
- f. Healthy community cats, defined as cats who are free-roaming, or feral, or outdoor barn or working cats who have no discernible form of ownership identification may be accepted for the purpose of spay/neuter, and if deemed appropriate by Pasadena Humane returned to their neighborhood/home territory, commonly referred to as TNRM (trap-neuter-return-monitor);
- g. Remove dead land animals (limited to a maximum of 150 pounds) from public and private property and dispose of these animals within 24 hours during regular business hours of receiving the request, 8am to 8pm seven days per week. Pasadena Humane reserves the right to refrain from entering private property if doing so would be unsafe.
- h. Dispatch an officer to assist with an owned pet surrender when there are exigent circumstances and/or after determining there are no reasonable means for a pet owner to bring their animal to shelter (a reasonable fee may be charged to the pet owner).
- i. Share information with the public to assist community members with resources and tools to improve or maintain the health and welfare of animals in the community.
- j. Enforce all animal related local ordinances, County codes and State laws. Issue administrative or criminal citations as appropriate. City agrees to furnish Pasadena Humane with enough citation forms to perform this service.
- k. Investigate cases for possible criminal prosecution, including misdemeanor and felony crimes. Collect evidence, prepare reports, and testify in court and other hearings if necessary.

- l. Investigate animal nuisance complaints such as excessive barking and other violations. Provide investigative reports to the appropriate City entity for review and appropriate action.
- m. Investigate reports of animal bites and, for City of Duarte, quarantine animals for rabies observation for ten days from the time of the bite at their owner's residence or pick up and hold the animal in quarantine at the Pasadena Humane shelter in an individual kennel where the animal will not have direct contact with other animals during its quarantine period. For animals outside of Pasadena notify the Los Angeles County Department of Rabies Control program so that their inspectors may quarantine the animal and, if desired, direct Pasadena Humane to house the animal during the quarantine period. If the animal should die during the quarantine period, Pasadena Humane shall immediately contact the presiding Public Health / Department of Health Services, as well as the animal's owner, if known.
- n. To the extent that aid is requested, available and necessary, respond to emergencies such as fires, earthquakes, floods, and other natural or manmade disasters to rescue and temporarily house animals, or to provide care for animals in evacuation zones. Pasadena Humane will not be obligated to provide aid and assistance where such provision would be disproportionately detrimental to the public health, safety or welfare of its employees or the communities it serves.
- o. In the case of an emergency call by the City Police Department to impound a legally detained individual's property, Pasadena Humane may assess a reasonable impoundment fee to the owner of the animal, to be collected at the time of pick-up. If any governmental entity, including the City, requests Pasadena Humane society to impound a particular animal or animals to be held as evidence in a jurisdictional proceeding or for any other purpose, Pasadena Humane may assess a reasonable impound fee to such governmental entity for any impound period for those species of animals not kept, stored, fed, maintained, or housed in the ordinary course or scope of business as an animal shelter (i.e. animals other than dogs, cats, rabbits, or other small pets).
- p. Provide "Directed Patrol Services" as requested by the City, defined as patrol services intended for a specific area or problem for a limited duration for the purpose of addressing enforcement issues relating to animals.
- q. When healthy kittens are found or reported, Pasadena Humane may ask the finding party to monitor the litter and/or ask the finder to foster and/or impound kittens. Any sick, injured or unhealthy kittens will be impounded by Pasadena Humane.

Please note: Pasadena Humane does not respond to calls regarding healthy non-predatory wildlife.

2. Shelter Services

Represents services provided by Pasadena Humane to meet the needs of animals collected in the field within the boundaries of the City and animals relinquished or turned in at the Pasadena Humane facility that have originated within the boundaries of the City. Services are dedicated to providing a comfortable and safe environment for all animals admitted regardless of how they came in, when they came in, or their age, health status and behavior, as well as providing accessibility to the public to obtain services and/or reclaim pets. Services include:

- a. Provide food, water, and shelter for impounded animals daily, seven days per week.
- b. Provide species-appropriate sheltering and enrichment to ensure sheltered pets are able to rest comfortably and are free to express normal behavior.
- c. Provide behavior assessment and attempt to remediate problem behaviors.
- d. Attempt to reunite lost pets with their owners.
- e. Make best efforts to place every healthy and safe animal.
- f. Animals found within the City may be turned in by appointment during regular business hours at the Pasadena Humane facility. Members of the public looking to turn in a found animal may, at the discretion of Pasadena Humane, be asked to help locate the owner by, including and not limited to, posting signs, checking with neighbors, utilizing social media, up to when appropriate and safe holding the animal while performing the above actions.
- g. After all other resources or alternatives have been exhausted and when impound is deemed the best agreed upon outcome for community members seeking assistance with their pet, owned animals may be surrendered at the shelter, by appointment based on capacity. Pasadena Humane will make every effort to collect a reasonable fee from owners surrendering their pets.
- h. Where appropriate, healthy cats may be accepted for the purpose of spay/neuter, and if deemed appropriate by Pasadena Humane safely and appropriately returned to their neighborhood/home territory, commonly referred to as TNRM (trap-neuter-return-monitor).
- i. Quarantine and observe animals for rabies and other diseases at the direction of the Department of Public Health.
- j. Provide emergency response to pets displaced by wildfires or other disasters.
- k. Hold animals that are the subject of criminal investigations or other legal or administrative proceedings.

- l. Provide euthanasia services to impounded animals as deemed appropriate.
- m. Properly dispose of deceased animals.
- n. Maintain a website with pictures of impounded and surrendered animals to facilitate reuniting the animals with their owners or finding new adoptive homes.
- o. Return any animal to the animal's owner or return cats to their neighborhood/home territory with or without impoundment if it is deemed by Pasadena Humane to be the best outcome for the animal.
- p. Maintain regular hours of operation for the public seeking an appointment to find a lost pet, impound a found pet, or surrender an owned pet.
- q. Microchip all dogs, cats and rabbits prior to reunification or placement, unless exigent circumstances such as animal illness delay or prevent service.
- r. When healthy kittens are brought to the shelter, Pasadena Humane may ask the finding party to monitor the litter and/or ask the finder to foster and/or impound kittens. Any sick, injured or unhealthy kittens will be impounded by Pasadena Humane.

Medical Services

Represents services dedicated to providing medical services to animals in the shelter.

Services include:

- s. Provide access to licensed veterinary medical care, 24 hours per day, 7 days per week for impounded and sheltered animals.
- t. Provide limited health screening examinations and, if deemed necessary by a shelter veterinarian, treatment to all animals entering the shelter.
- u. Provide core vaccinations to cats and dogs and provide medical care to sheltered animals to ensure freedom from pain, injury or disease, and in accordance with standards of care set by the Association of Shelter Veterinarians Guidelines for Standards of Care in Animal Shelters.
- v. Perform spay and neuter services for all dogs, cats and rabbits, unless a veterinarian certifies that the animal is too sick or injured, or that it would otherwise be detrimental to the health of the animal, to be spayed or neutered.

3. Reporting

To ensure transparency Pasadena Humane will file annual reports to the State as required by law. Pasadena Humane will also provide the City with its audited financial reports covering the terms of this Agreement. The preparer of Pasadena Humane's audited financial reports shall satisfy the City as to the reasonableness, accuracy, and completeness of the audited financial reports.

- a. **Monthly Reporting** - Pasadena Humane will provide the City with a monthly report that includes a summary of operations and activities, including the following:
 - i. Numbers of stray and deceased animals picked up in City
 - ii. Animal control activities by type
 - iii. Number of animal control service calls responded to within the City, including type of service.
 - iv. Impound reports by species, wild and domestic
 - v. Animal intake total broken down by species for stray, seized, surrendered by owner, or otherwise, as well as duration of stay
 - vi. Animal final disposition/outcome broken down by species with an animal description, including returned to owner, adopted, transferred to another agency, returned to field, died or lost in shelter, and euthanized
 - 1. Humane Euthanasia data will include the reason for humane euthanasia.
 - vii. Kennel inventory
 - viii. Summary of licensing outreach activities.
 - ix. Number of low-cost spay and neutering services provided, including species, provided to City residents
 - x. Fee reports itemizing all license, impound, and other fees and penalties collected by Pasadena Humane
- b. **Annual Reporting** - Pasadena Humane will also provide an annual operations report summarizing services performed and operations conducted by Pasadena Humane during the prior year, stratified as to the geographic source of performance factor (i.e., the Cities of Arcadia, Bradbury, La Cañada Flintridge, Monrovia, Pasadena, San Marino, Sierra Madre, and South Pasadena).
- c. **Incident Reporting** - Incident reports, such as allegations of animal bites or “nuisance animal” are provided to the Health Department, City Attorney’s Office, and/or Code Compliance Office (depending on jurisdiction) for consideration of scheduling a hearing.

4. Community Programming & Other Services

Pasadena Humane is a safety net for the community’s animals in need. As such, at no cost to the City, Pasadena Humane shall provide community education and diversion programs to promote: a) companion animals residing in loving families, and b) peaceful co-existence with wildlife. Services will include:

- a. Provide low-cost public spay/neuter, vaccination clinics, and microchipping services.

- b. Based on availability of resources, provide emergency services to pet owners in distress, such as a pet-food pantry and temporary boarding.
 - c. Offer public education in animal behavior and animal training classes.
 - d. Operate humane education programs for youth.
 - e. Offer wildlife education through a variety of platforms.
 - f. As one of only two shelters in Southern California licensed to provide wildlife rehabilitation, offer rehabilitation services to injured and orphaned wildlife when there is a high probability that the animal can successfully be returned for survival in the wild after rehabilitation.
 - g. Issue City animal licenses for rabies vaccinated pets in compliance with terms contained in Professional Services Agreement for Animal Shelter and Animal Control Services.
5. **Fees charged to public** - Pasadena Humane may charge the public fees, or waive fees with the exception of licensing fees, for these services at its sole discretion.
6. **City Promotion of Pasadena Humane programs and services** - City agrees to promote licensing, vaccination, spay/neuter, and microchipping of pets through City channels and forums, including and not limited to social media, website and printed materials at relevant City offices.

PROFESSIONAL SERVICES AGREEMENT FOR ANIMAL SHELTER AND ANIMAL CONTROL SERVICES

Pasadena Humane / City of Duarte

EXHIBIT B Contract Pricing

Monthly amounts in US dollars due and payable on the first of each month for each of the 12 months in each contract year. Year 1 begins on July 1, 2026.

	Year 1	Year 2	Year 3	Year 4	Year 5
	2026-27	2027-28	2028-29	2029-30	2030-31
Arcadia	32,835	34,005	35,218	36,473	37,773
Bradbury	1,181	1,332	1,501	1,693	1,908
Duarte	7,792	8,921	10,214	11,694	13,390
La Canada Flintridge	10,055	10,083	10,111	10,139	10,167
Monrovia	24,571	26,527	28,638	30,918	33,379
Pasadena	165,664	169,994	174,437	178,996	183,674
San Marino	8,599	8,903	9,217	9,542	9,879
Sierra Madre	5,174	5,590	6,038	6,524	7,048
South Pasadena	17,377	18,045	18,739	19,459	20,207

Pasadena Humane Contract Pricing – 2026-2031

Pasadena Humane is proposing a pricing structure that affords greater certainty to all parties over the five-year contract period, provides a moderate increase in price to offset escalating costs and volumes, and gradually moves all of our contract cities to a common formula based on population, animal intakes, and field service calls.

Background

- The portion of the direct costs of providing the core contractual services that are covered by city contract revenues has fallen from 76% in 2021 to 52% in 2025:
 - General inflation in Southern California has exceeded the 3% cap on annual contract price increases.
 - The costs of Insurance, Utilities, and Supplies have increased more than the rate of general inflation.
 - The nationwide shortage of veterinarians and veterinary technicians persists, driving a sharp increase in the cost of providing veterinary care.
 - Live Animal Intakes and Field Service calls have steadily increased and are now at or higher than pre-pandemic levels.
- Pasadena Humane delivers additional services and community benefits beyond the core contract requirements:
 - Low-cost spay/neuter, vaccinations, and animal training provided to the public
 - “Helping Paws” program providing free food, supplies, boarding, and medical services to pet owners in need
 - Wildlife rehabilitation and community education
 - Humane Education and Outreach programs for children and adults
 - Community Cat program applying Trap-Neuter-Release-Monitor practices to control community cat populations.
 - Successful treatment of a number of illnesses that are resolved with euthanasia at other shelters:
 - Parvovirus
 - Feline Panleukopenia
 - Canine Distemper
 - Extensive volunteer foster network that bottle feeds and cares for hundreds of underage kittens every year during “kitten season”, who are then adopted out.
- Pasadena Humane leverages philanthropy and volunteerism to deliver superior levels of service at prices to city governments below the cost of delivery.

Pasadena Humane Contract Pricing – 2026-2031

- Current contract pricing does not bear a consistent relationship to each city’s population, live animal intakes, or service call volume.

Objectives

- Moderate increase in the overall price level to help compensate for higher costs and volumes
- Pre-determined annual increases in the monthly fee amount, in lieu of a cost-of-living increase with a cap
- Gradual move to a consistent pricing formula based on population, live animal intakes, and service call volume

Methodology

Achieving these objectives requires a somewhat different methodology than was used in the past:

- Year 1 - Initial 10% increase applied to current pricing to help compensate for capped increases over the past 5 years and industry specific cost increases.
- Express the Year 5 price as a formula based on current levels of population, live animal intakes, and service call volume to achieve consistency over time.
- Apply equal % increases in years 2-4 to gradually rise from the Year 1 price to the Year 5 price.

Year 1 (July 1, 2026 – June 30, 2027) - 10% increase over current (2025-2026) pricing

	Current	Year 1
		10%
	2025-26	2026-27
Arcadia	29,850	32,835
Bradbury	1,074	1,181
Duarte	7,083	7,792
La Canada Flintridge	9,141	10,055
Monrovia	22,337	24,571
Pasadena	150,603	165,664
San Marino	7,817	8,599
Sierra Madre	4,704	5,174
South Pasadena	15,797	17,377
Total	248,407	273,247

Pasadena Humane Contract Pricing – 2026-2031

Year 5 (July 1, 2030 – June 30, 2031) – Formula based on the following data points:

			Data Points to Drive Year 5 Pricing		
			2025	3-Yr Avg. Mthly	3-Yr Avg. Mthly
			Population	Service Calls	Live Intake
Arcadia			52,593	94.2	33.5
Bradbury			872	3.4	0.5
Duarte			24,405	38.3	5.5
La Canada			18,898	21.0	7.2
Monrovia			35,944	76.8	36.6
Pasadena			130,292	460.8	222.9
San Marino			11,645	27.8	6.1
Sierra Madre			10,364	18.9	3.2
South Pasadena			24,808	45.5	20.3

- These data points were chosen because they are accurate, readily available, and bear a logical connection to the differences in service intensity between the cities.
- The time period for the 3-year average is July 1, 2022 - June 30, 2025
- Live Intakes refers to domestic animals only
- Select Service Calls includes only calls coded as “Stray Animals”, “Investigations”, “Assistance”, “DOA”, “Wildlife”, and “Animal Transport”.

Weight factors to apply to data points

- Flat amount per month = \$1,000 +
- Per Population = \$0.15 +
- Per Live Intake = \$370 +
- Per Select Service Calls = \$175
- The weight factors are not actual or estimated costs per unit but rather weights to obtain a logical proportion of influence of population, animal intake, and service call volume on the calculated price.

		Calculation of Year 5 Pricing					
		Weight Factors					
		\$ 1,000	\$ 0.15	\$ 175	\$ 370	Yr-5	
	Monthly Rate	Flat/Month	2025	3-Yr Avg.	3-Yr. Avg.	Monthly Rate	Annual Rate
	Current		Population	Service Calls	Live Intake	2030-31	2030-31
Arcadia	29,850	1,000	7,889	16,479	12,405	37,773	453,281
Bradbury	1,074	1,000	131	603	175	1,908	22,900
Duarte	7,083	1,000	3,661	6,694	2,035	13,390	160,674
La Canada	9,141	1,000	2,835	3,670	2,662	10,167	122,001
Monrovia	22,337	1,000	5,392	13,441	13,546	33,379	400,544
Pasadena	150,603	1,000	19,544	80,641	82,489	183,674	2,204,091
San Marino	7,817	1,000	1,747	4,861	2,271	9,879	118,551
Sierra Madre	4,704	1,000	1,555	3,301	1,192	7,048	84,570
South Pasadena	15,797	1,000	3,721	7,963	7,523	20,207	242,484

Pasadena Humane Contract Pricing – 2026-2031

Monthly pricing for all 5 years for all 9 cities:

	Years 2-4 Pricing					
	Current	Year 1	Year 2	Year 3	Year 4	Year 5
	2025-26	10% 2026-27	2027-28	Graduated 2028-29	2029-30	Formula 2030-31
Arcadia	29,850	32,835	34,005	35,218	36,473	37,773
Bradbury	1,074	1,181	1,332	1,501	1,693	1,908
Duarte	7,083	7,792	8,921	10,214	11,694	13,390
La Canada Flintridge	9,141	10,055	10,083	10,111	10,139	10,167
Monrovia	22,337	24,571	26,527	28,638	30,918	33,379
Pasadena	150,603	165,664	169,994	174,437	178,996	183,674
San Marino	7,817	8,599	8,903	9,217	9,542	9,879
Sierra Madre	4,704	5,174	5,590	6,038	6,524	7,048
South Pasadena	15,797	17,377	18,045	18,739	19,459	20,207

Benefits

- Uniform methodology for all 9 cities
- Moderate increase to help compensate for rising costs and volumes
- Predetermined pricing to facilitate planning and budgeting
- Achieves consistency with regard to population, animal intakes, and service calls
- Far less costly than alternatives:
 - LA County contract
 - In-house Animal Care & Control
 - Joint-Powers-Authority (JPA)



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Authorization of the Purchase of a Sail Shade Structure for the Duarte Teen Center Boxing Patio Addition Project

RECOMMENDATION: It is recommended that City Council authorize the City Manager to execute the purchase contract agreement with Shade 'N Net for a sail shade structure and installation in the amount of \$75,800

FISCAL IMPACT: Grant funds from the City's Measure A funding for this project were approved, not to exceed a total of \$344,500, under Capital Park Improvements (400-4005-8041)

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

BACKGROUND

At the March 10 City Council Meeting, the Council approved the award of contract for the construction of phase one of the Duarte Park Revitalization Plan, which consists of an enclosed outdoor patio, furnished with sports related equipment and shading for the Duarte Boxing Program at the Teen Center. The total approved project amount is not to exceed \$344,500.

DISCUSSION/ANALYSIS

To provide shading for the entire patio area, City staff, in alignment with site plans, is recommending purchasing a four-post sail shade structure from Shade N' Net. The purchase comes with the engineered drawings, shipping, and installation. Additionally, City staff is recommending purchasing the sail shade structure from Shade N' Net's National Buy Board Purchasing contract, in the amount of \$75,800. The National Buy Board Purchasing Cooperative is a cooperative formed by government entities to streamline the buying process for public schools, municipalities, and other government entities. Once the order is placed, Shade N' Net anticipates a seven-to-ten-week lead time.

RECOMMENDATION

It is recommended that City Council authorize the City Manager to execute the purchase contract agreement with Shade 'N Net for a sail shade structure and installation in the amount of \$75,800.

FISCAL IMPACT

Grant funds from the City's Measure A funding for this project were approved, not to exceed a

total of \$344,500, under Capital Park Improvements (400-4005-8041).

ATTACHMENTS

A. Shade N' Net Contractual Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



Shade 'N Net Proposal/Contractual Agreement

This is a legal agreement once signed. Complete and initial all pages.

Purchaser: Duarte Teen Center		City/District: Duarte, CA		Remit payment to Manufacturer:	
Contact: Manuel Enriquez		Quote #: Sail Shade Structure		Shade 'N Net	
Title:		PO #:		5711 Washington Phoenix, AZ 85043	
Sales Rep: Bruce Kirshenbaum		Phone: 602-484-7911		Email: bruce@shade-n-net.com	
Billing Information		Shipping Information		Jobsite Information	
				Duarte	
Phone:		Contact:		Contact:	
Fax:		Phone:		Phone:	
Email: menriquez@cityofduarte.ca.gov		Fax:		Fax:	
Proposal Date: 3-16-2026		Install		Mike Powers PowerCon Installation	
Order Date:		<input checked="" type="checkbox"/> Ship			
Revised Date: 5-15-2026		Deliver			

P R I C I N G

DESCRIPTION	PRICE
Qty. (1) 32'6" x 46' Sail shade KIT- 4 Post attachment points (2) 11 (2)16, 1 Net- See Drawings	\$ 32,500.00
Qty. (1) Engineering Drawings	\$ 1,500.00
Qty. (1) Installation includes- footings (rebar), No Saw Cut, Disposal, Equipment, and truck access	\$ 42,000.00
Includes: structure, standard powder coating, high density polyethylene cover, Cable, hardware, anchor bolts and template (rebar cages not included in kit)	
Shipping and Packaging to zip (included shipping the fabric out after measurements) (ship columns out first, then field measurements are required before the fabric can be produced) 50% deposit to start production	\$ 1,800.00
Lead Time 7-10weeks	

ACCESSORIES & MISCELLANEOUS

QTY	ITEM	DETAILS	COST
	Structures KIT	\$ 31,500.00	
	Installation	\$ 41,000.00	
	Engineered stamped drawings	\$ 1,500.00	
	Shipping and packaging	\$ 1,800.00	
	Subtotal	\$ 75,800.00	
	Sales Tax		
TOTAL PRICE		\$ 75,800.00	

PAYMENT TERMS:

(1) Upon execution of the Agreement (50% Deposit)	\$
(2) Upon delivery of materials to the jobsite	\$
(3) Upon completion of installation	\$
(4) Other :	

NOTES:

Permit Fees are a direct pass through



GENERAL SCOPE OF WORK

STRUCTURE DETAILS			JOB REQUIREMENTS		
Fabric Type	Alnet or Commerical 95		YES	NO	
Fabric Color	TBD		X		Dirt removal
Steel Color	TBD			X	Concrete/Asphalt cutting
Post Fixing Method	N/A			X	truck access
Entry Height	See above		X		Other equipment access
Wind load	100 mph			X	Removal of existing system or posts
Snow load	N/A			X	Curb repair
Depth of Artificial Surfacing	N/A			X	Landscaping Repair
PRICING INCLUDES					
YES	NO			X	Electrical hook-up
X		Installation (based on a standard mobilization)		X	Trenching
X		Shipping and Handling		X	Site plan approval
	X	Sales Tax		X	Site survey
X		Engineered Drawings		X	Special inspection
	X	Unforeseen underground obstacles		X	Permits
	X	Permit Fees		X	Soil tests
	X	Permit Processing		X	Barricades or Fencing
	X	Hand Holes for Electrical or Lighting Fixtures		X	Union wages / Prevailing wages
	X	Payment & Performance Bonds		X	Certified payroll
				X	Other :



**SITE PLAN & OTHER INSTALLATION DETAILS
PLEASE ALSO ATTACH PHOTOS TO THIS DOCUMENT)**



GENERAL TERMS, CONDITIONS AND WARRANTY

- 1) **Proposal:** The attached proposal is valid for 30 (thirty) calendar days from proposal date. After 30 days, Shade 'N Net reserves the right to increase prices due to a rise in costs of raw material, fuel or other increases.
- 2) **Existing Contract Terms on File:** If a current-term or existing contract such as Mohave Contract, General Services Administration (GSA), General Contractor's Prime Contract, or Master Service Agreement, exists and is executed prior to this proposal then the terms of those contracts including warranty terms, will override the terms herein. In these instances only, this form is to be considered for Proposal and price estimation purposes only. Purchases being made under such contracts will clearly specify any items not covered by said purchasing contracts.
- 3) **Parties:** The two parties included on this agreement are: the Purchaser and the Manufacturer. Purchaser (also refers to the end-user "Owner" in the event of a third-party purchaser) agrees to purchase and Shade 'N Net (also referred to as "Manufacturer") agrees to provide shade systems and other services as detailed and agreed to under "Pricing" and "General Scope of Work" between the parties.
- 4) **Purchase:** By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement) which is accepted by Shade 'N Net, the Purchaser identified above agrees to purchase shade structure(s) ("structures") and the services to be provided by Shade 'N Net as detailed in the "Pricing" and "General Scope of Work" sections of this agreement, above, or in the relevant purchase order accepted by Shade 'N Net, for use by Purchaser.
- 5) **Standard Exclusions:** Unless specifically included under "General Scope of the Work" or "Pricing" sections, this agreement does not include labor or materials for any of the following work: (a) Removal and disposal of any materials containing asbestos or any hazardous materials as defined by the EPA; (b) Moving/Removing Purchaser's property; (c) Labor or materials required to repair or replace any Purchaser-supplied material; (d) Repair of concealed underground utilities not located on prints supplied to Shade 'N Net by Purchaser during the bidding process, or physically staked out by Purchaser which is damaged during construction; (e) Repair and/or replacement of artificial groundcover including but not limited to rubberized surfacing, artificial turf, concrete, cement and asphalt, regardless of age of the surface, that is damaged during construction; (f) Repair of damage to existing any other surfaces that could occur when construction equipment and vehicles are being used in the normal course of construction. Any other work not specifically addressed in this agreement, is otherwise deemed excluded.

Damage Waiver: Shade 'N Net of Arizona, Inc. will make every reasonable effort to protect against any damages to your property while we facilitate our service. Every property requiring digging will be at a minimum Blue staked.

Visible Property: Shade 'N Net may need to access driveways, access roads, or sidewalk areas in order to facilitate our installation. Shade 'N Net of Arizona, Inc. does not assume or accept responsibility for any damage including ruts or markings due to placing an excavator, or any other equipment on driveways, sidewalks or any other hard or soft surface area in order to complete the service after permission has been given.

Shade 'N Net of Arizona, Inc. does not assume or accept responsibility for landscaping, bushes, trees, foliage, or any vegetation that may be damaged while we facilitate our services.

Underground Utilities: Shade 'N net shall not be liable for buried underground utilities and privately installed utility lines hidden from sight. Shade 'N Net of Arizona, Inc. does not assume responsibility for damage done to underground utilities while performing installation.

Underground utilities include, but are not limited to: natural gas or propane lines, sprinkler lines, electronic dog fences, telephone wire, cable television, private electrical wiring such as landscape lighting, sprinkler control wiring, or any buried outdoor wiring. When utilities are located by the appropriate contractor, private electric and gas lines may not be marked. This includes electrical lines extended to outdoor lighting, light poles, or hot tubs and gas lines extended to fireplaces, barbecues, grill or outdoor kitchens. Shade 'N Net of Arizona, Inc. does not assume responsibility for damage done to these or other types of lines. It remains the ultimate responsibility of the Client or Owner to mark any public or privately installed utilities prior to digging and to cover the cost of any repairs caused by excavation associated with shade structure installation. We will take reasonable precaution to avoid damage to these marked utilities, however pre-notification or marking utilities does not place damage liability on Shade 'N Net of Arizona, Inc.

Customer Damage Waiver Acceptance and Authorization to proceed: Initials REQUIRED _____

- 6) **Bonding Guidelines:** Due to Surety requirements, any Performance and/or Payment Bond that may be required will cover only the first year of the warranty. The manufacturer's warranty will be a separate document between Shade' N Net and the Purchaser, which will be executed at the time of the completion of the work.

If Purchaser will use or provide the structures and services for an Owner other than Purchaser (including, without limitation as a subcontractor of Purchaser), Purchaser will include the following statement in Purchasers contract with Owner:

"The manufacturer's warranty for the Shade 'N Net brand structure(s) is a separate document between Shade 'N Net and the ultimate owner at the time of completion of the installation and other services to be provided by Shade 'N net. Due to surety requirement, any performance and/or payment bond will cover only the first year of Shade 'N Net's warranty."

If Shade 'N Net is awarded the contract for this project, please include the above statement in the contract.

- 7) **Insurance Requirements:** Shade 'N Net is not required to provide any insurance coverage in excess of the Manufacturer's standard insurance. A copy of the standard insurance is available for review prior to acceptance of this agreement.
- 8) **Payment:** All terms of payment are defined here and under "Pricing" and are specific to this contract. All payments must be made to Shade 'N Net at 5711 W. Washington Street, Phoenix, AZ 85043. Payments can be made by cash, check, debit/credit card, wire transfer, and government funds. A deposit totaling 50% of the Total Price amount is required to begin fabrication. The remaining balance is due in full according to the terms of this agreement i.e. when: (a) the order arrives at its shipping destination location; (b) when the order is picked up from Shade 'N Net; or (c) when substantial completion of the order has occurred, whichever happens first. "Substantial Completion" is defined as being the point at which the Structure or order is suitable for its intended use, or the issue of an occupancy certificate, or a final building inspection approval is issued, whichever occurs first. In any event where "substantial completion" cannot be effected due to delays or postponements caused by the Purchaser or any other party that is not Shade 'N Net, final payment (less 10% retainer) is due immediately on the date when "substantial completion" would have been, had the delay not occurred. If the Purchaser fails or delays in making any payments, Shade 'N Net may postpone the fulfillment of its obligations hereunder until such payments are made, or Shade 'N Net may be relieved of its obligations hereunder if payment is past due.

If Purchaser's order is marked for Pick Up at Completion, Shade 'N Net will notify when ready. From date of notification, Purchaser must take possession within 30 calendar days. If Purchaser is unable or unwilling to take possession, the remaining balance becomes immediately due in full and **Storage Fees** will be imposed in the amount of \$125 on the Monday of each week thereafter until the structure has been picked up. The balance owed must be paid in full at the time of pick up. The grace period for payments does not apply to orders with storage fees.

Once a Shade 'N Net crew arrives on site to begin installation, if the Purchaser or any on-site personnel refuse entry, a \$500 re-mobilization charge will be charged for each return trip. Other charges may apply for jobsite delay if the crew is waiting more than 30 minutes, not allowed to continue.

Shade 'N Net offers a 7-day grace period for payments. After the grace period, Purchaser agrees to pay a **Late Fee** of 1.5% of total balance owed per each month that a balance remains outstanding. Shade 'N Net reserves the right to use all remedies available under current laws, including but not limited to, filing of liens against the property, using a collection agency or the courts to secure the collection of the outstanding debt. Purchaser agrees to pay any additional cost or fees associated with collecting on the debt.

In all cases, if payment is not made in full according to the terms of this agreement, all warranties are void.



- 9) Lien Releases: In accordance with State laws, Shade 'N Net reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens. Upon request by Purchaser and based on the payments made-to-date, Shade 'N Net may issue appropriate partial lien releases prior to receiving final payment from Purchaser. Shade 'N Net will provide a full release of liens upon receipt of final payment.
- 10) Site-plan Approval, Permits, Permit Fees, Plans, Engineering Drawings and Surveying are specifically excluded from this contract unless specified under "Pricing" or "General Scope of Work". Shade 'N Net does not in any way guarantee or represent that a permit/site plan approval for construction will be obtained. If sealed engineered drawings are required but not included in the "General Scope of Work", there will be an additional cost. If Shade 'N Net has processed a request for Site Plans, Engineering drawings, permits, surveys, etc, on behalf of Purchaser, Purchaser agrees to pay for any additional charges even if the order is later changed, cancelled or postponed. All expenses incurred on behalf of Purchaser (engineering, site plans, shipping charges, etc) are the responsibility of the Purchaser, up to notice of cancellation.
- 11) Manufacturing & Delivery: Manufacturing lead time from acceptance of this agreement is approximately 4 to 8 weeks for standard products, and 8 to 12 weeks for custom products. Shade 'N Net is not responsible for delays caused by municipalities or permit processing and the wait time is excluded from these delivery windows. Delivery of unit(s) may occur prior to or at start of installation.
- 12) Sail Structure(s): *(If ordering a sail structure, this section must be initialed prior to sail structures being fabricated.)* Purchaser has initialed here indicating awareness that sail systems will and do have excessive scalloping and curved edges due the nature of being a cable-tensioned system. Once completed, the gaps may appear larger than expected and Purchaser has agreed to proceed with sail system order. Initials _____
- 13) Portable Structure(s): *(If ordering a portable structure, this section must be initialed prior to portable structures being fabricated.)* Purchaser hereby acknowledges each of the following:
- Purchaser is aware that the shade structure is specifically designed to be "portable" which allows it to be moved and easily relocated and therefore should be secured to a permanent anchor to help prevent theft, vandalism, damage, and to keep strong winds from relocating the structure. Initials _____
- Locking casters (wheels) are NOT sufficient to secure a portable shade structure in place during inclement weather or to prevent theft. Initials _____
- Despite the porous fabric netting material and the actual and perceived weight of a shade structure's steel frame, Purchaser is aware that strong winds, storm cells, tornados, monsoons, hurricanes, tropical storms and other acts of God have the capability to lift a portable structure and move it. Initials _____
- Manufacturer, Distributers and Contractors who supply, install and/or assemble a portable structure are not responsible for any loss or damage caused by, or caused to, an unsecured structure. Damage or loss is not covered by a warranty claim against the Manufacturer. Initials _____
- 14) Concealed Conditions/Hard Dig Circumstances include, but are not limited to, water, gas, sprinkler, electrical and sewage lines, communication and cable lines, post tension cable, steel rebar, obstructions and soil conditions, etc. This agreement is based solely on observations Shade 'N Net was able to make either by visual inspection or by drawings and/or plans submitted by Purchaser at the time this agreement was bid. If additional concealed conditions are discovered once work has commenced which were not visible at the time this proposal was bid, Shade 'N Net will stop work and point out these unforeseen concealed conditions to Purchaser until Purchaser and Shade 'N Net can execute a change order to account for the charges for any additional time delays and work. In any event, any delays and/or damage caused by or to unforeseen concealed conditions are the sole responsibility of the Purchaser. Shade 'N Net shall not be held liable for any such delays and damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliches, bedrock, etc.), obstructions, rocks bigger than 4 inches in diameter or any other condition that will require additional labor, equipment and/or materials not specified by the Purchaser in the bidding process. Any condition requiring additional labor, equipment and/or materials to complete the drilling or concrete operations will require Purchaser to agree to charges on a change order before Shade 'N Net will continue the process.
- 15) Site/Use Review by Purchaser/Collisions with Posts: Shade 'N Net relies on the Purchaser to determine that the structure(s) ordered are appropriate and safe for the Purchaser's installation site and/or intended use. Shade 'N Net is not responsible for damages or injuries resulting from moving objects or persons colliding with the structure post(s). Shade 'N Net recommends ordering padding for the posts.
- 16) Changes in the Work: During the course of this project, Purchaser may order changes in the work (both additions and deletions). The cost of these changes will be determined by Shade 'N Net. If agreed to by Purchaser, then a change order form must be completed and signed by the Purchaser and Shade 'N Net and will detail the "General Scope of the Change Order". Additional deposit monies may be required by Shade 'N Net for significant changes. Once the change order has been signed, Shade 'N Net will execute the Change Order and perform all the work as required. Should any change order be essential to the completion of the project and the Purchaser refuses to authorize such change order then Shade 'N Net will be deemed to have performed its part of the project and the project will be terminated. Upon such termination, Shade 'N Net will submit



a final billing to Purchaser for immediate payment, less labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied which will remain the property of the Purchaser.

- 17) Returned Orders, Deposits and/or Cancelled Orders: Within the first 45 days after shipment, all returned products and cancelled orders are subject to a 50% restocking fee. No returns are permitted after 45 day period. All Deposits are non-refundable. All expenses incurred (engineering, site plans, shipping charges, etc) are the responsibility of the Purchaser, up to notice of cancellation.
- 18) Installation/Assembly on-site: Purchaser must provide Shade 'N Net with a detailed drawing showing exactly where the structure(s) are to be assembled as well as detailing any obstacles or other impediments that may cause the assembly process to be more difficult. Any fixture(s) that the structure(s) is/are to be assembled over i.e. playgrounds, pools etc., must also be detailed, along with their peak heights (if applicable). Prior to installation, Purchaser is responsible to trim or remove any trees, tree branches, brush or other landscaping that interferes with installation of the structure.

Installation pricing: (a) is based on a standard mobilization charge. "Standard Mobilization" means the minimally required number of trips for the type of services ordered in the normal course of doing business, where no unexpected events occur. If additional mobilization is needed, there will be additional charges.(b) is based on a drill pier footing, unless specified otherwise. Any variation will incur additional charges (i.e. spread footings, additional concrete, sand, water, etc.) (c) assumes Shade 'N Net will have unrestricted access to the jobsite Monday thru Friday from sunrise to 6pm, and that installers will have access to water and electrical facilities during installation. Additional charges will apply if utilities are unavailable;(d) assumes all items in the work area will be moved prior to installers beginning any construction;(e) excludes moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation. Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair resulting in delay are the Purchaser's responsibility unless these obstructions are detailed on as-built site drawings or marked on the ground prior to fabrication and installation.
- 19) Access to jobsite: Purchaser shall provide Shade 'N Net with access to the installation site free and clear of debris, automobiles or other interference during the hours of assembly between sunrise to 6:00 p.m. on normal weekdays. Shade 'N Net shall also to be allowed access to electrical and water facilities during assembly. Shade 'N Net will notify Purchaser of the scheduled installation date as soon as the installation can be scheduled and will obtain permission to head out to the jobsite. Purchaser agrees to have a representative on their behalf meet the installation crew at the job site to verify the exact location that each unit is to be placed. Once a Shade 'N Net crew arrives on site to begin installation, if the Purchaser or any on-site personnel refuse entry, or stop the installation after it has begun, a re-mobilization charge will be charged for the return trip and other charges may apply for jobsite delay if the crew is waiting more than 30 minutes, not allowed to continue.
- 20) Site Preparation: Purchaser is responsible to turn off sprinklers and irrigation prior to Shade 'N Net arrival on site. The ground needs to be dry enough that equipment like bobcats will not leave ruts in the ground. If Purchaser needs more time to dry out the ground, Shade 'N Net should be notified as early as possible. Where installation/assembly is part of the "General Scope of the Work" and in the event that the foundation or job-site is not suitable or ready to begin on the scheduled day, notification must be sent to Shade 'N Net at least 2 working days prior to the installation date, to allow Shade 'N Net to reschedule the project. In the event that Shade 'N Net is not notified and an expense is incurred in attempting to execute the assembly, a re-mobilization charge may be charged to the Purchaser before Shade 'N Net will reschedule.
- 21) Delegation to Subcontractors: The manufacturing and assembly of the shade systems may be performed by subcontractors under appropriate agreements with Manufacturer.
- 22) Surcharges: When applicable, Shade 'N Net reserves the right to implement a surcharge for significant increases in raw materials, including the following, but not limited to: fuel, steel and concrete. Due to the duration of proposals and contracts, Shade 'N Net reserves the right to implement this surcharge at any time when raw material cost increases warrant it.
- 23) Short Ship Claims: Purchaser has 7calendar days from receipt of goods to file a short ship report to their sales representative in writing. Claims made after this time will not be honored.
- 24) Indemnification: To the fullest extent permitted by law, Purchaser shall indemnify, defend and hold harmless Shade 'N Net and its consultants, agents, and employees or any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, related to the installation of the structure(s) or performance of the services, provided that such a claim, damage, loss or expense is attributable to bodily injury to, sickness, disease or death of a person or to injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors or anyone directly or indirectly employed by them or anyone for whose action they may be liable, regardless of whether or not such claim, damages, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this section.
- 25) Force Majeure for Impracticability: Shade 'N Net shall not be charged with any loss or damage for failure or delay in delivering or assembling of the shade systems when such failure or delay is due to any case beyond the control of Shade 'N Net or due to compliance with regulations or orders of any federal, state or municipal government or due to any Act of God, strikes, lockouts, slowdowns, wars or shortages in transportation, materials or labor.



- 26) Jurisdiction: This contract will be governed by the laws of the State of Arizona. If, at any time, any part of this contract is deemed unenforceable, only that section will be excluded and all other terms of this agreement remain in full force.
- 27) Dispute Resolution: Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered by the American Arbitration Association in accordance with the construction industry arbitration rules. Judgment upon the award may be entered in any court having jurisdiction thereof.
- 28) E-Verify Requirements: To the extent applicable under ARIZ. REV. STAT. §41- 4401. Shade 'N Net and its subcontractors warrants compliance with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under ARIZ. REV. STAT §23-214(A).

When specifically applicable to the parties of this agreement: (a) Shade 'N Net or subcontractor's breach of the above-mentioned warranty shall be deemed a material breach of the agreement and may result in the termination of the agreement by a government agency; (b) Shade 'N Net agrees to insert language similar to this paragraph in all contracts in which they engage with subcontractors on this project to ensure that those subcontractors are meeting the requirements of the above-mentioned statutes; (c) Government agencies retain the legal right to randomly inspect the papers and records of Shade 'N Net and its subcontractors who work based on the Agreement to ensure that Shade 'N Net and its subcontractors are complying with the above-mentioned warranty; (d) Shade 'N Net and its subcontractors warrant to keep the papers and records open for random inspection during normal business hours by the appropriate government agency; (e) Shade 'N Net and its subcontractors shall cooperate with government agency random inspections including granting entry rights onto its property to perform the random inspections and waiving their respective rights to keep such papers and records confidential.

- 29) Compliance with A.R.S. §35-391.06 and 35-393.06: Shade 'N Net certifies that it does not have, nor will it for the duration of the contract have scrutinized business operations in Sudan or Iran in A.R.S. § 35-391.06 and 35-393.06.
- 30) Cancellation for Conflict of Interest: This agreement is subject to the cancellation provisions for conflicts of interest pursuant to A.R.S. §38-511.
- 31) This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that all details, terms and components are contained within this agreement. Anything not written in this agreement is specifically excluded.
- 32) Assignment: Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of Shade 'N Net. The agreement shall be binding upon and insure to the benefit of Shade 'N Net and the Purchaser, their successors and permitted assigns.
- 33) Warranty Limitations of Liability:
- Shade 'N Net provides a limited warranty on all Shade 'N Net-supplied labor and materials. No other warranty is implied.
 - The warranty set forth shall be the purchaser's sole and exclusive warranty. An additional copy of this warranty can be provided upon request at or after the final payment has been paid.
 - All warranties below are effective from the date of installation by Shade 'N Net. In the event that Shade 'N Net is shipping to Purchaser for Purchaser to install, the warranty begins when shipper takes possession of order. If Purchaser picks up the order, the warranty begins when Purchaser takes possession of order.
 - Shade 'N Net reserves the right to determine, at its discretion, to repair or replace any item covered by this warranty.
 - This warranty is void if units are not paid for in full within the 7 day grace period. There is no warranty coverage if the terms of this agreement are not fulfilled.
 - The warranty is void if the units are not assembled in strict compliance with the manufacturer's specifications. If unit is not assembled within 30 days of arrival on site, to be covered under warranty, it must be stored off the ground, indoors in a dry environment protected from direct sunlight to prevent corrosion, damage and undue fading.
 - Purchaser shall notify Shade 'N Net in writing, detailing any defects for which a warranty claim is being made.
 - Shade 'N Net shall not in any event be liable for indirect, special, consequential, or incidental punitive or liquidated damages in any action arising from or related to this agreement whether based in contract, tort (including negligence), intended conduct or otherwise, including without limitation, damages relating to the loss of profits, income, or goodwill, regardless of whether Shade 'N Net has been advised of the possibility of such damages.
 - Purchaser's sole remedy for a breach of warranty set forth in this section will be the re-performance of the services, or if that is not possible or practical, the refund of the price of the services that breached the warranty.
 - In no event will Shade 'N Net's liability for monetary damages under this agreement exceed the fees paid or due and payable for the services under this agreement (or the relevant purchase order).
 - Except for the warranties expressly set forth in this agreement, no other warranties exist. Shade 'N Net specifically denies the implied warranties of fitness for a particular purpose and merchantability. Further, Shade 'N Net does not warrant that the services or structures will meet the requirements or particular purposes of the Purchaser.
 - The warranty is void if any changes, modifications, additions or attachments are made to the unit without the prior written consent of the manufacturer.

- Any modification, alteration or attachment made to the structure or fabric will void the warranty. No signs, objects, ornaments, fans, light fixtures, decorations may be hung on the structure unless specifically designed and engineered by the manufacturer. These items may interfere with the fabric causing the warranty to be voided.
- Warranty shall be void if damage to the steel frame or fabric top is caused by misuse, willful or intentional damage, vandalism, or any Act of God, including, but not limited to, tornado, hurricane, micro/macro burst, ice, snow or wind in excess of applicable building code parameters.
- In the event that the property where a structure is installed changes ownership, the warranty transfers to the new owner if installed in the original location.

34) Warranty for Fabric:

- The fabric used carries a 10-year limited manufacturer's warranty from the date of installation (or shipping as appropriate), against failure from deterioration, breakdown, mildew, and outdoor heat/cold. All fabric colors except Red and Yellow are warranted against significant discoloration/fading for 10 years. Red and Yellow fabrics carry a 3-year limited warranty against significant discoloration/fading. Should fabric need to be replaced under the warranty, Shade 'N Net will manufacture and ship new fabric at no charge. If Purchaser needs Shade 'N Net to remove and/or reinstall the net, there may be a labor charge that will be determined on a case-by-case basis and is dependent upon the cause of the warranty claim.
- The Shade 'N Net warranty covers fabric tops up to 40 feet in length. Fabric tops over 40 feet in length are covered by a non-prorated 5-year warranty.
- Protective column pads are warranted for 1 year.
- This warranty shall be void if damage to the shade fabric is caused by contact with sharp edges, chemicals, misuse, vandalism, or any Act of God, including but not limited to, tornado, hurricane, micro/macro burst, ice, snow or wind in excess of the applicable building code parameters.
- All fabric tops are only warranted for winds and gusts up to 90mph and prior to snow or ice accumulation.
- Unless the "Snow Load" option is specifically ordered with this agreement, the fabric must be removed before snow fall each year to have warranty coverage. If fabric remains installed during snowfall, the warranty is void.
- All fabric curtains, valances and flat vertical panels are not covered under the warranty.
- Shade 'N Net reserves the right, in cases where certain fabric colors have been discontinued, to offer the Purchaser a choice of available colors to replace the warranted fabric. Shade 'N Net does not warrant that any particular color will be available for any period of time and reserves the right to discontinue any color for any reason, without recourse by the Purchaser of the discontinued fabric color.

35) Warranty for Steel:

- The structural integrity of the steel is warranted for 20 years.
- Workmanship and painted surfaces are warranted for 1 year.
- This warranty shall be void if damage to the steel frame is caused by misuse, vandalism, any Act of God, including but not limited to, tornado, hurricane, micro/macro burst ice, snow or wind in excess of applicable building code parameters.

36) Warranty for Thread:

- This warrants that the sewing thread will be free from defects in material and workmanship and will not be damaged by exposure to sunlight, weather or water for the warranty life of the fabric.
- This warranty does not cover damage from fire, cuts, vandalism, misuse, or any act of God including but not limited to tornado, hurricane, micro/macro burst ice, snow or wind in excess of the applicable building parameters.
- Labor for the removal, assembly and/or freight of fabric with damage caused by thread will only be covered in instances where Shade 'N Net has installed the unit. In all cases where Shade 'N Net did not install, all labor for the removal and/or freight will be charged to the Purchaser and the warranty will only be applicable to the repair or replacement of defective materials.
- All other warranties are disclaimed.

I affirm that I understand and agree to the terms of this agreement. Executed as of the date below:

PURCHASER:

FOR SHADE 'N NET:

Signature: _____

Signature: _____

Name _____

Name _____

Printed: _____

Printed: **Bruce Kirshenbaum**

Title: _____

Title: *Sales*

Date: _____

Date: _____

**This document must be signed by both Purchaser and Shade 'N Net to be valid



AGENDA REPORT

MEETING DATE: June 9, 2026
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Albert Nuñez, Management Analyst
SUBJECT: LGBTQ+ Pride Month Proclamation
RECOMMENDATION: It is recommended that the City Council proclaim June 2026 as LGBTQ+ Pride Month in the City of Duarte
FISCAL IMPACT: There is no fiscal impact associated with this item
STRATEGIC PLAN IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

June is nationally recognized as LGBTQ+ Pride Month. In June 2000, President Bill Clinton proclaimed June as "Gay & Lesbian Pride Month" to commemorate the June 1969 Stonewall uprising in New York City, a pivotal event in the civil rights movement for the LGBTQ+ community. In June 2009, President Barack Obama expanded the recognition by proclaiming June as "Lesbian, Gay, Bisexual, and Transgender Pride Month."

Since then, Pride Month has become an annual observance recognizing the history, contributions, and ongoing pursuit of equality for lesbian, gay, bisexual, transgender, queer, questioning, and other sexual minority individuals and communities.

DISCUSSION/ANALYSIS

The City of Duarte recognizes the importance of equality, inclusion, and respect for all individuals. Pride Month provides an opportunity to acknowledge the diverse backgrounds and identities that contribute to the City's character and strengthen the community.

The proposed proclamation recognizes June 2026 as LGBTQ+ Pride Month in the City of Duarte and reaffirms the City's commitment to fostering an inclusive community free from discrimination based on race, ethnicity, national origin, religion, gender, sexual orientation, disability, age, or citizenship status. The proclamation also encourages residents to celebrate the City's diversity, advance equity, and support opportunities for all.

RECOMMENDATION

It is recommended that the City Council proclaim June 2026 as LGBTQ+ Pride Month in the City of Duarte.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

A. LGBTQ+ Pride Month Proclamation

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



City of Duarte



PROCLAMATION

LGBTQ+ PRIDE MONTH

WHEREAS, since the founding of our nation, America has continued to forge a more inclusive society, living by the founding principle that all people are created equal; and

WHEREAS, President Bill Clinton, on June 2, 2000, declared June as “Gay & Lesbian Pride Month” to commemorate the June 1969 Stonewall uprising in lower Manhattan which was foundational in the civil rights movement for the LGBTQ+ community; and on June 7, 2009, President Barack Obama expanded the commemoration further by declaring June to be “Lesbian, Gay, Bisexual, and Transgender Pride Month”; and

WHEREAS, times and attitudes have changed, and the language used to discuss sexual orientation and gender identity has also changed, with the inclusion of Queer and Questioning, among other sexual minorities; and

WHEREAS, the City of Duarte recognizes the importance of equality and freedom, and we must remain committed to combating discrimination against any person based on race, ethnicity, national origin, religion, gender, sexual orientation, disability, age, and citizenship status to ensure the growth and success of our City; and

WHEREAS, the City of Duarte is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender, and sexual identities of its residents; all of which contribute to the vibrant character of the City; and

WHEREAS, June has become a symbolic month in which lesbian, gay, bisexual, transgender, queer, questioning, and other sexual minorities as well as their supporters come together in various celebrations of pride;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims the month of June 2026 as “LGBTQ+ Pride Month”; and encourages all residents to celebrate our rich diversity, advance equity, and ensure opportunities for all.

ATTEST:

Tera Martin Del Campo, Mayor

Frances Jimenez, City Clerk





AGENDA REPORT

Agenda Item: 15.A.

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2026-27

RECOMMENDATION: Adopt Resolution No. 26-22 providing for the annual levy and collection of assessments for Fiscal Year 2026-27

FISCAL IMPACT: The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$320,543 for maintenance in the city’s various neighborhood zones

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

BACKGROUND

At its meeting on May 12th, the City Council adopted Resolution No. 26-14 that: (1) declared the City Council’s intention to levy and collect assessments for Fiscal Year 2026-2027; (2) provided the Engineer’s Report indicating the amounts of the proposed assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment; and (3) set this date for the evening’s Public Hearing.

Annually, the City Council is required to hold a Public Hearing to establish property assessments to pay for the Lighting and Landscape Assessment District. The Engineer’s Report is attached to this year’s Resolution indicating the amounts of the assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment. There is no change to the Citywide Assessment.

In some neighborhood zones, the assessment is allowed to increase annually by the annual increase in the Consumer Price Index (CPI) for the Los Angeles-Long Beach Anaheim, CA area. This year the increase in the CPI for the year ending December 31, 2025 was 3.0%. In the zones where the assessment may be increased, the assessments may increase to the maximum allowable rate of 3.0%. The Engineer’s report addresses this issue in detail. The assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code.

A few of the neighborhood districts have moved into a consistent deficit and this issue needs to be addressed soon. The City has hired a consultant that is in the process of developing a plan to

address each neighborhood district. Solutions may include a vote to increase the assessment or possibly dissolving the district.

There were a few, non-substantive, changes made to the Engineer's Report since the set hearing. All of the changes were related to minor adjustments to balances in the reserve funds in some of the districts. These changes were made for accuracy purposes and do not change the assessment of the proposed district budgets.

RECOMMENDATION

Adopt Resolution No. 26-22 providing for the annual levy and collection of assessments for Fiscal Year 2026-27.

FISCAL IMPACT

The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$320,543 for maintenance in the city's various neighborhood zones.

ATTACHMENTS

- A. Resolution No. 26-22
- B. Engineer's Report

Fiscal Review:



Kristen Petersen
Assistant City Manager/

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-22

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR
FISCAL YEAR 2026-2027 WITHIN THE LANDSCAPE AND LIGHTING
DISTRICT PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF
1972**

The City Council of the City of Duarte, pursuant to the provisions of the Landscape and Lighting Act of 1972, Division 15 of the Streets and Highways Code of the State of California, does resolve as follows:

SECTION 1. RECITALS. The City Council of the City of Duarte does hereby find, determine and declare as follows:

- A. On the 12th day of May, 2026, the City Council adopted Resolution No. 26-14 (the “Resolution of Intention”) which declared its intent to levy and collect assessments for Fiscal Year 2026-2027 within the District and Zones and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and
- B. At the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work or assessment; and
- C. The City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

SECTION 2. That the proposed assessments relating to the District and Zones 1-15 were existing on the effective date of Article XIID of the California Constitution. Zones 16, 17 & 18 were approved per the requirements of Article XIID of the California Constitution. All zones were previously imposed, and for Fiscal Year 2026-2027 the zones where the assessment may be increased, the assessments will increase to the maximum allowable rate of 3.0%. Funds are to be used exclusively to finance the capital costs or maintenance and operation expenses for landscaping sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Pursuant to Section 5 (a) of Article XIID of the California Constitution, the proposed assessments to be levied and collected in the District and Zones 1-18 are, therefore, exempt from the procedures and approval process set forth in Section 4 of Article XIID of the California Constitution.

SECTION 3. That the proposed assessments relating to Zones 1-18 were existing on the effective date of Article XIID of the California Constitution or were voter approved and all such assessments were imposed pursuant to a petition signed by the persons owning all of the parcels, subject to the assessment at the time the assessment was initially imposed. Pursuant to Section 5 (b) of Article XIID of the California Constitution, the proposed assessments to be levied and collected in Zones 1-18 are, therefore, exempt from the procedures and approval process set forth in Section 4 of Article XIID of the California Constitution.

SECTION 4. The Engineer's Report on file with the City Clerk, and each component part of it, including each exhibit incorporated by reference, as amended, if applicable, is hereby finally approved and adopted.

SECTION 5. The diagram and assessment prepared in connection with the District are hereby confirmed.

SECTION 6. The public interest and convenience requires the ordering the levy and collection of assessment for Fiscal Year 2026-2027 and the City Council hereby orders the levy and collection of assessments within the district and the zones, as set forth and described in the Resolution of Intention and in the Engineer's Report.

SECTION 7. The adoption of this Resolution constitutes the levy of the assessments as set forth in the Engineer's Report for Fiscal Year 2026-2027.

SECTION 8. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor of the County of Los Angeles no later than the 10th day of August 2024.

SECTION 9. The City Clerk is hereby authorized and directed to certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 9th day of June 2026.

Tera Martin Del Campo
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 26-22 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 9th day of June, 2026, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSTAIN: Councilmembers:
ABSENT: Council Members:

Frances Jimenez
City Clerk

ENGINEER'S REPORT
SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,
PARK AND SPECIAL ZONES
OF THE CITY OF DUARTE
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT
2026-2027 ASSESSMENT LEVY

SECTION 1. AUTHORITY FOR REPORT

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

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

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

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

SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS

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

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

SECTION 3. ESTIMATE OF COST OF IMPROVEMENT

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

SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING

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

1. All parkway trees maintained by the City.

2. Trees adjacent to Caltrans right-of-way on Evergreen Avenue, Flower Avenue to Brightside Avenue, Central Avenue, Buena Vista Street to Santo Domingo Avenue and Evergreen Street east of Mountain Avenue.

3. Street Landscaping
 - A. Duarte Road – Highland Avenue to Mountain Avenue hardscape, turf, trees, irrigation and groundcover.
 - B. Buena Vista Street – North and south of the 210 freeway turf, irrigation and groundcover.
 - C. Mountain Avenue – North and south of the 210 freeway turf, irrigation and groundcover.
 - D. Central Avenue – East and west of Buena Vista Street turf, trees, irrigation and groundcover.
 - E. Huntington Drive – Mountain Avenue to the east City limits, hardscape, turf, trees, irrigation and groundcover.
 - F. Encanto Parkway – Huntington Drive to Markwood, west side landscaping and irrigation. Fifty percent only of landscaping along Zone 5.

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

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

SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS

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

Assessment vote:

Parks

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

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

SECTION 6. SENIOR CENTER

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

SECTION 7. LIGHTING MAINTENANCE

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

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

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

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

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

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

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

SECTION 8. GRAFFITI REMOVAL

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

SECTION 9. TRAFFIC SIGNALS

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

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

SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT

A copy of the proposed assessment diagram is on file in the City Clerk’s office, and includes all the property within the City limits of the City of Duarte. Reference is made to the Los Angeles County Assessor Maps as to parcel location and dimensions. The City Council, at the time of formation of the

District of 1978, determined that the public utilities right-of-ways should be assessed based upon the actual benefit to the public utility right-of-ways.

SECTION 11. ASSESSMENT ZONES

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

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

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

Street Lighting

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

Citywide Park Maintenance

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

Citywide Street Maintenance Cost

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

Zone 2 Mesa Area Gaslights

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

Zone 3 Emblem House Tract 33532

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

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

Lots 3-17 are assessed a 30% surcharge.

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

Zone 4 Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner’s association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$14.76 per parcel to \$506.71 per parcel. The levy is proposed to remain the same as the prior year at \$456.35 to balance the budget. The levy is still below the maximum assessment of \$506.71.

Zone 5 Kaufman and Broad Development Phase 1 – Tract 35415(Encanto Parkway)

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

An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 “the Right to Vote on Taxes Act”. The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment. For this Fiscal Year, reserves will be used to continue balancing the annual budget.

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

This zone was created at the request of the Developer in lieu of a homeowner’s association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. Options to continue improvement in the Zone budget efficiency continue to be evaluated.

Zone 7 Amberwood Tract 35711

This zone was created at the request of the Developer in lieu of a homeowner’s association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$16.51 per parcel to a maximum of \$566.86 per parcel. For Fiscal Year 2026-27, the levy is proposed to remain at the prior year’s assessment rate of \$525.50.

Zone 8 Village at Windsor Tract 39457

This zone was created at the request of the Developer in lieu of a homeowner’s association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2025 was 3.0%. A maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$13.17 per parcel to a maximum of \$452.07 per parcel. For Fiscal Year 2026-27, the levy is proposed be at the maximum assessment of \$452.07.

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

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

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

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

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

Lots assessed 10% additional benefit:

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

Zone 11 Tract 42150 (TKI Townhomes)

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

Zone 12 Tract 33704 (Benchmark Homes)

This zone has been eliminated.

Zone 13 Mike's Center

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

Zone 14 Tract 51911 (Las Brisas Development)

This zone was created upon the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed on a per lot basis. This zone was formed in 1995. At the time of the formation of this zone, the assessment was based upon a formula, which recognized the increase of inflation. The C.P.I. for the year ending December 31, 2025 was 3.0%. A 3% C.P.I. would allow for an assessment increase of \$19.01 per parcel to \$652.62 per parcel. For Fiscal Year 2026-27, the levy of \$579.84 is required to balance the expenses.

Zone 15 Tracts 52121 and 52255 (Las Posadas Development)

This zone was created in 1997 upon the request of the developer in lieu of a homeowners association maintaining the landscaping. The landscaping was installed by the developer, for the special benefit to all lots, and is assessed on a per lot basis. At the time of formation of the zone, the assessment was based upon a formula which allows for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$17.70 per parcel to \$607.78 per parcel. The maximum assessment of \$607.78 is proposed for Fiscal Year 2026-27.

Zone 16 Tract 52337 (Buena Vista Villas)

This zone was created upon the request of the developer and a vote of the property owner in 1998. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. This zone was created in 1998. The assessment is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$18.86 per parcel to \$647.59 per parcel. For Fiscal Year 2026-27, the maximum levy of \$647.59 per parcel is required, with the utilization of reserves to balance expenses.

Zone 17 Tract 52704 (Citrus Collection)

This zone was created upon the request of the developer and a vote of the property owner in 2000. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$26.10 per parcel to \$895.99 per parcel. For Fiscal Year 2026-27, a levy of \$695.00 per parcel is required to balance expenses and contribute to the fund reserve which is less than the maximum allowed assessment of \$895.98 per parcel.

Zone 18 Tract 52867(Ridgecrest Estates)

This zone was created upon the request of the developer and a vote of the property owners in 2011. The developer installed all the landscaping to specially benefit all lots equally and the drainage improvements to benefit the development specifically and the City generally equally. The development share of the drainage improvements benefits all the lots equally. The assessment is levied thus on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase based on the CPI with a maximum of 3% per year. The special assessment was approved on December 13, 2011 per Resolution 11-49. The CPI for the year ending December 31, 2025 was 3.0%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$55.78 per parcel to \$1,914.98. For Fiscal Year 2026-27, a levy of \$1,914.98 per parcel is required to balance expenses with the application of reserves. A general benefit contribution from the City in the amount of \$2,000.00 is applied to cover half of the annual maintenance cost for the debris basin and storm drain system in this Zone. As in past years, a brush clearance and replanting project will occur again in Fiscal Year 2026-27.

2026-27 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
--

Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,580,500.00
General Fund Contribution (Deficit)	<u>\$ (882,255.00)</u>
<u>Total Citywide Assessment for 2026-2027</u>	\$ 698,245.00

Parks

Park Maintenance*	\$ 891,334.00
General Fund Contribution (Deficit)	<u>\$ (556,324.00)</u>
Total Parks Assessment	\$ 335,010.00

Street Lighting

Lighting Maintenance	\$ 356,400.00
General Fund Contribution (Deficit)	<u>\$ (176,306.00)</u>
Total Citywide Lighting Assessments	\$ 180,094.00

Citywide Street

Street Maintenance Cost	\$ 332,766.00
General Fund Contribution (Deficit)	<u>\$ (149,625.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 391,363.00
Transfers From Reserves ***	\$ (54,888.00)
Transfers from General Fund	\$ (0.00)
General Fund Obligated Expenses **	<u>\$ (15,932.00)</u>
<u>Total Special District Assessments for 2026-2027</u>	\$ 320,543.00

Grand Total Citywide **\$ 1,018,778.00**
and Special Benefit Zones Assessments for 2026-27

- * This does not include the sports park maintenance costs which cannot be included in the District.
- ** Includes \$6,400.00 (Emblem Homes Zone 3), \$7,532.00 (Encanto Parkway Zone 5), and \$2,000.00 (Ridgecrest Estates Zone 18).
- *** Includes \$4,000 (Zone 2 Mesa Area), \$5,300 (Las Lomas Villas), \$5,136 (Zone 5 Encanto Parkway), \$2,854 (Zone 6 Rancho Verde), \$900 (Amberwood), \$1,570 (Zone 8 Windsor), \$5,438 (Zone 9 Kendrick), \$13,424 (Zone 10 Hearthstone Del Norte), \$2,672 (Zone 13 Mike’s Center), \$642 (Las Posadas Homes), \$4,577 (Zone 16 Buena Vista), \$8,375 (Ridgecrest Estates). In instances where a zone balance is in a deficit, reserves applied to the annual budget will be an obligation of the respective zone unless otherwise approved by the City.

**2026-27 CITYWIDE STREET LIGHTING
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2024-25	2025-26	2026-27
1	Lighting	\$30.44	\$30.44	\$30.44
	Street Maintenance	\$15.74	\$15.74	\$15.74
	Parks	\$59.42	\$59.42	\$59.42
	(Average Single Family)			
	Sub-Total	\$105.60	\$105.60	\$105.60
2	Mesa Area	\$218.38	\$218.38	\$218.38
3	Emblem Homes			
	Base Cost	\$105.60	\$105.60	\$105.60
	Surcharge Lots	\$105.60	\$105.60	\$105.60
4	Las Lomas Villas	\$561.95	\$561.95	\$561.95
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$631.10	\$631.10	\$631.10
8	Windsor	\$531.72	\$544.50	\$557.67
9	Kendrick, Hearthstone	\$139.05	\$139.05	\$139.05
10	Hearthstone			
	Base Cost	\$251.59	\$251.59	\$251.59
	Surcharge Lots	\$267.81	\$267.81	\$267.81
11	T.K.I. Townhomes	\$105.60	\$105.60	\$105.60
12	Benchmark Homes	\$105.60	\$105.60	\$105.60

**2026-27 CITYWIDE STREET AND
SPECIAL DISTRICT ASSESSMENT COMPARISON**

ZONE	DISTRICT	2023-24	2025-26	2026-27
13	Mike's Center			
	8530-018-027	\$2,249.29	\$2,249.29	\$2,249.29
	8530-018-028	\$1,107.02	\$1,107.02	\$1,107.02
	8530-018-029	\$1,151.32	\$1,151.32	\$1,151.32
	8530-018-030	\$ 525.08	\$ 525.08	\$525.08
	8530-018-031	\$ 525.08	\$ 525.08	\$525.08
	8530-018-032	\$ 525.08	\$ 525.08	\$525.08
	8530-018-033	\$2,318.65	\$2,318.65	\$2,318.65
	8530-018-034	\$2,907.77	\$2,907.77	\$2,907.77
	8530-018-054	\$1,810.27	\$1,810.27	\$1,810.27
	8530-018-055	<u>\$8,813.93</u>	<u>\$8,813.93</u>	<u>\$8,813.93</u>
		\$21,933.49	\$21,933.49	\$21,933.49
14	Las Brisas	\$685.44	\$685.44	\$685.44
15	Las Posadas	\$678.50	\$695.68	\$713.38
16	Buena Vista Villas	\$716.02	\$734.33	\$753.19
17	Citrus Collection	\$800.60	\$800.60	\$800.60
18	Ridgecrest Estates	\$1,910.65	\$1,910.65	\$2,020.58

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2026-27

Gas	\$12,000.00	
Repairs	\$ 1,000.00	
Capital Improvements (Replacement)	\$ 0.00	
Personnel	\$ 3,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$16,800.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$12,800.00	
Transfer From Reserve	\$ 4,000.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$16,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	(\$6,857.00)
2023	(\$12,089.00)
2024	(\$13,781.00)
2025	(\$15,011.00)
2026	(\$19,011.00) Estimated

*Estimated Year End Balance

Zone 2 Information

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

**ZONE 3 – EMBLEM HOMES
(FUND 2429)**

ESTIMATED EXPENSES 2026-27

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

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 0.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund (Obligation)**	<u>\$ 6,400.00</u>	
Total Revenue		\$6,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$0
2023	\$0
2024	\$0
2025	\$0
2026	\$0

Zone 3 Information

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

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

ESTIMATED EXPENSES 2026-27

Water	\$ 25,000.00	
Electric	\$ 500.00	
Repairs and Replacement	\$ 5,000.00	
Landscape Maintenance	\$ 17,300.00	
Personnel	\$ 10,000.00	
Tree Trimming within Landscape Area	\$ 5,000.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$62,800.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 57,500.00	
Transfer From Reserve	\$ 5,300.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$62,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$18,719.00
2023	\$28,740.00
2024	\$35,921.00
2025	\$38,286.00
2026	\$43,286.00 Estimated

Zone 4 Information

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

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

ESTIMATED EXPENSES 2026-27

Water	\$ 5,300.00	
Electric	\$ 500.00	
Repairs and Replacement	\$ 2,500.00	
Landscape Maintenance	\$ 5,900.00	
Tree Replanting Project	\$ 2,600.00	
Personnel	\$ 3,400.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$20,200.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 7,532.00	
Transfer From Reserve	\$ 5,136.00	
Transfer From General Fund (Citywide Benefit)**	<u>\$ 7,532.00</u>	
Total Revenue		\$20,200.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$9,494.00
2023	\$8,592.00
2024	\$7,346.00
2025	\$4,367.00
2026	(\$668.00) Estimated

Zone 5 Information

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

**ZONE 6 – RANCHO VERDE
(FUND 2427)**

ESTIMATED EXPENSES 2026-27

Water	\$10,000.00	
Electric	\$ 200.00	
Repairs and Replacement	\$ 1,200.00	
Landscape Maintenance	\$10,900.00	
Personnel	\$ 5,900.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$28,200.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 25,346.00	
Transfer From Reserve	\$ 2,854.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$28,200.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	(\$20,002.00)
2023	(\$19,590.00)
2024	(\$21,556.00)
2025	(\$30,781.00)
2026	(\$32,435.00) Estimated

Zone 6 Information

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

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2026-27

Water	\$ 10,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,500.00	
Landscape Maintenance	\$13,700.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$27,700.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 26,800.00	
Transfer From Reserve	\$ 900.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$27,700.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$22,877.00
2023	\$23,936.00
2024	\$27,200.00
2025	\$30,264.00
2026	\$26,564.00 Estimated

Zone 7 Information

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

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2026-27

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,600.00	
Landscape Maintenance	\$ 9,500.00	
Personnel	\$ 2,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$19,200.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$17,630.00	
Transfer from Reserve	\$ 1,570.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$19,200.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$7,140.00
2023	\$9,377.00
2024	\$10,234.00
2025	\$6,331.00
2026	\$2,448.00 Estimated

Zone 8 Information

Number of lots to be assessed		<u>39</u>
Special Landscape per Lot	\$	452.07
Street Lighting Cost Per Lot	\$	30.44
Citywide Street Maintenance Cost Per Lot	\$	15.74
Park Assessment Per Lot	\$	59.42
CITYWIDE ONLY COST PER LOT	\$	557.67

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

ESTIMATED EXPENSES 2026-27

Water	\$ 5,000.00	
Repairs and Replacement	\$ 500.00	
Landscape Maintenance	\$ 6,000.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$13,700.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 8,262.00	
Transfer From Reserve	\$ 5,438.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$13,700.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$2,522.00
2023	(\$149.00)
2024	(\$3,722.00)
2025	(\$9,435.00)
2026	(14,773.00) Estimated

Zone 9 Information

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

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

ESTIMATED EXPENSES 2026-27

Other Services	\$ 2,000.00	
Water	\$ 15,000.00	
Electric	\$ 500.00	
Repairs and Replacements	\$ 1,000.00	
Landscape Maintenance	\$ 5,100.00	
Brush Clearance & Related Maintenance	\$14,200.00	
Personnel	\$ 3,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$41,000.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 27,576.00	
Transfer From Reserve	\$ 13,424.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$41,000.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$2,969.00
2023	(\$ 5,563.00)
2024	(\$ 10,704.00)
2025	(\$21,054.00)
2026	(\$34,178.00) Estimated

Zone 10 Information

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

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

TOTAL COST PER LOT

Base Cost	\$ 251.59
Surcharge Lots	\$ 267.81

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

ESTIMATED EXPENSES 2026-27 **\$0**

ESTIMATED REVENUE 2026-27 **(\$0)**

Zone 11 Information

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

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

ESTIMATED EXPENSES 2026-27

Parking Lot Sweeping	\$10,200.00	
Water	\$ 1,200.00	
Electric	\$ 4,500.00	
Repairs and Replacements	\$ 700.00	
Landscape Maintenance	\$ 4,100.00	
Personnel	\$ 2,600.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$23,300.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$20,628.00	
Transfer From Reserve	\$ 2,672.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$14,824.00
2023	\$17,169.00
2024	\$17,334.00
2025	\$16,428.00
2026	\$14,256.00 Estimated

Zone 13 Information

Number of lots to be assessed	<u>10</u>
LANDSCAPE COST PER LOT	
TOTAL COST PER AREA:	\$0.09503/sq. ft.

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

Parcel Number	Square Feet	2026/27 Landscape Assessment	2026/27 Frontage Feet	2026/27 Citywide Street Maintenance	2026/27 Total Assessment
8530-018-027	22,216	\$2,111.24	89.21	\$138.05	\$2,249.29
8530-018-028	10,890	1,034.90	43.92	72.12	1,107.02
8530-018-029	11,325	1,076.24	46.08	75.08	1,151.32
8530-018-030	5,125	487.04	20.50	38.04	525.08
8530-018-031	5,125	487.04	20.50	38.04	525.08
8530-018-032	5,125	487.04	20.50	38.04	525.08
8530-018-033	23,087	2,194.01	80.00	124.64	2,318.65
8530-018-034	28,750	2,732.18	115.00	175.59	2,907.77
8530-018-054	17,860	1,697.28	72.00	112.99	1,810.27
8530-018-055	<u>87,560</u>	<u>8,321.03</u>	<u>333.00</u>	<u>492.90</u>	<u>8,813.93</u>
	217,063	\$20,628.00	840.71	\$1,305.49	\$21,933.49

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

ESTIMATED EXPENSES 2026-27

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 2,700.00	
Landscape Maintenance	\$10,900.00	
Personnel	\$ 3,500.00	
Transfer to Reserve	<u>\$ 1,373.00</u>	
Total Expenses		\$23,773.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 23,773.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,773.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$5,859.00.
2023	\$9,386.00
2024	\$13,068.00
2025	\$14,558.00
2026	\$16,131.00 Estimated

Zone 14 Information

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

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

ESTIMATED EXPENSES 2026-27

Water	\$ 7,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 14,300.00	
Personnel	\$ 6,500.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$28,600.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 27,958.00	
Transfer from Reserve	\$ 642.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$28,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	(\$2,281.00)
2023	(\$662.00)
2024	(\$726.00)
2025	(\$2,481.00)
2026	(1,738.00) Estimated

Zone 15 Information

Number of lots to be assessed		46
LANDSCAPE COST PER LOT	\$	607.78
Street Lighting Cost Per Lot	\$	30.44
City-wide Street Maintenance	\$	15.74
Park Assessment Per Lot	\$	59.42
TOTAL COST PER LOT	\$	713.38

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

ESTIMATED EXPENSES 2026-2027

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

Estimated Revenue 2026-27

Special Zone Assessment 2026-27	\$ 20,723.00	
Transfer From Reserve	\$ 4,577.00	
Transfer From General Fund	\$ <u>0.00</u>	
General Revenue		\$25,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$7,492.00
2023	\$9,613.00
2024	\$9,988.00
2025	\$6,400.00
2026	\$1,419.00 Estimated

Zone 16 Information

Number of lots to be assessed		<u>32</u>
LANDSCAPE COST PER LOT	\$	647.59
Street Lighting Cost per Lot	\$	30.44
Citywide Street Maintenance	\$	15.74
Park Assessment Per Lot	\$	59.42
TOTAL COST PER LOT	\$	753.19

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

ESTIMATED EXPENSES 2026-27

Water	\$ 5,000.00
Electric	\$ 300.00
Repairs and Replacements	\$ 500.00
Landscape Maintenance	\$ 6,100.00
Personnel	\$ 2,900.00
Transfer to Reserve	<u>\$ 490.00</u>
Total Expenses	\$15,290.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$ 15,290.00
Transfer From Reserve	\$ 0.00
Transfer From General Fund	<u>\$ 0.00</u>
Total Revenue	\$15,290.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2022	\$7,735.00
2023	\$7,439.00
2024	\$9,215.00
2025	\$12,497.00
2026	\$13,087.00 Estimated

Zone 17 Information

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

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

ESTIMATED EXPENSES 2026-27

Fuel Modification	\$ 14,600.00	
Water	\$ 6,000.00	
Electric	\$ 200.00	
Repairs and Replacements	\$ 1,200.00	
Landscape Maintenance	\$ 11,500.00	
Debris Basins/Storm Drain System**	\$ 4,100.00	
Personnel	\$ 1,500.00	
Reserve/Contingency (15% max)	\$ 0.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$39,100.00

ESTIMATED REVENUE 2026-27

Special Zone Assessment 2026-27	\$28,725.00	
Transfer from Reserve	\$ 8,375.00	
Transfer From General Fund**	<u>\$ 2,000.00</u>	
Total Revenue		\$39,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2022	\$7,125.00
2023	\$20,444.00
2024	\$26,002.00
2025	\$24,793.00
2026	\$15,068.00 Estimated

Zone 18 Information

Number of lots to be assessed		<u>15</u>
LANDSCAPE COST PER LOT		\$1,914.98
Street Lighting Cost per Lot		\$ 30.44
Citywide Street Maintenance		\$ 15.74
Park Assessment Per Lot		\$ 59.42
TOTAL COST PER LOT		\$ 2,020.58

*Previously approved by Resolution 11-49.

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

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



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Mena Abdul-Ahad, Associate Planner

SUBJECT: Adoption of Ordinance amending portions of Chapter 19.42 of the Duarte Development Code “Signs”, specifically sections 19.42.100 and 19.42.140, to update signage requirements in the Commercial Freeway (C-F) Zone

RECOMMENDATION: It is recommended that the City Council conduct a public hearing and introduce for first reading Ordinance No. 26-05, amending Chapters 19.42.100 and 19.42.140 of the Duarte Development Code to update signage requirements in the Commercial Freeway (C-F) Zone

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

STRATEGIC PLAN IMPACT: Goal A – A3.1 & A3.2 Economic Development and Activation

BACKGROUND

The Duarte Development Code (DDC), adopted in 2010, establishes development standards related to commercial building signage. Under current DDC provisions, businesses located within the Commercial Freeway (C-F) Zone are permitted one (1) primary frontage wall sign, two (2) secondary frontage wall signs, and two (2) special identification signs. The maximum allowable area for a primary frontage sign is 200 square feet (sf) while the secondary frontage signs are limited to 50 sf each. Special identification signs may be up to eight (8) sf for each primary use with a tenant space 10,000 sf or greater and a maximum of two (2) signs for each primary use.

The C-F Zone was designed to apply to properties along the Interstate 210 corridor. Properties in this zone are intended for “auto-oriented, and regional-serving retail commercial developments that benefit from the increased exposure and regional traffic.” And tailored to attract and maintain regionally oriented uses (DDC 19.12.010.C). The C-F Zone currently has a mix of car dealerships and freeway oriented commercial centers. These commercial centers are anchored by big box retail buildings that are the main regional draws to the center. Allowing these larger tenant spaces to install signage that is appropriate in size and scale is important in providing that increased exposure to regional traffic.

DISCUSSION/ANALYSIS

Staff was made aware of overly restrictive sign requirements following a recent sign application filed by Vallarta Supermarket located at 1470 Mountain Avenue. The Vallarta building (formerly occupied by Best Buy) faces the I-210 freeway and its building elevations are highly visible from the freeway. If the current Code requirements were strictly followed, the building’s signs would have limited visibility from the freeway. As a result, staff worked with the sign designer and Vallarta Supermarket to develop signs that match the scale of the building, are not unnecessarily larger, are visible from the freeway and are well designed. While this proposed change would apply to all C-F properties, it is limited to main tenants that are anchor tenants in centers along the freeway. When buildings or tenant spaces are larger, especially when they have freeway visibility, larger signs are warranted. The proposed Vallarta signs (attached as Exhibit C) are provided only as an example of what the Code amendment would permit.

The current sign requirements for the C-F zone are as follows:

TABLE 3-17 (DDC 19.42.140) SIGNS IN C-F ZONE			
Type of Sign	Maximum Height	Maximum Number of Signs	Maximum Total Sign Area
Wall Sign - Primary Frontage	24 in. letter height within 75 ft of public street; 54 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	1 sign per tenant, to be located directly above associated business on primary frontage	1 sf for each lineal foot of frontage, not to exceed 200 sf.
Wall Sign - Secondary Frontage	24 in. letter height within 75 ft of public street; 48 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	2 signs per tenant, to be located directly above associated business on a secondary frontage that faces a public right-of-way or parking area	0.75 sf for each lineal foot of frontage, not to exceed 50 sf.

Chapter 19.42.100.F - Special Identification Signs (secondary signs) – Tenant spaces 10,000 square feet and greater, a maximum of two (2) signs for each primary use, not to exceed 8 square feet and having a maximum letter height of 12 inches.

The proposed amendments to the C-F zone are as follows:

TABLE 3-17 SIGNS IN C-F ZONE			
Type of Sign	Maximum Height	Maximum Number of Signs	Maximum Total Sign Area
Wall Sign - Primary Frontage	24 in. letter height within 75 ft of public street; 54 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	1 sign per tenant, to be located directly above associated business on primary frontage	<ul style="list-style-type: none"> • 1 sf for each lineal foot of frontage, not to exceed 200 sf. • For tenant spaces 40,000 sf and greater: 1.25 sf for each lineal foot of frontage, not to exceed 325 sf.
Wall Sign - Secondary Frontage	24 in. letter height within 75 ft of public street; 48 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	2 signs per tenant, to be located directly above associated business on a secondary frontage that faces a public right-of-way or parking area	<ul style="list-style-type: none"> • 0.75 sf for each lineal foot of frontage, not to exceed 50 sf. • For tenant spaces 40,000 sf and greater: 1.25 sf for each lineal foot of frontage, not to exceed 250 sf.

Chapter 19.42.100.F - Special Identification Signs (secondary signs):

- 1. For tenant spaces between 10,000 and 39,999 square feet, a maximum of two signs for each primary use, not to exceed 8 square feet and having maximum letter height of 12 inches.**
- 2. For tenant spaces 40,000 square feet and greater, a maximum of four signs for each primary use not to exceed 25 square feet and having a maximum letter height of 16 inches.**

In this specific case, the signs being proposed are consistent with the scale of the building and are reasonable for a large, freeway frontage, building. Overall, the amendment to the sign regulations in the C-F Zone would allow tenants of 40,000 square feet or more to design wall signage that better reflects and complements the overall scale of these larger buildings. The new amendment is

designed to be consistent with similar commercial center within the City under different regulations.

ENVIRONMENTAL IMPACT

The proposed amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) (the common sense exemption) of the State CEQA Guidelines because the nominal increase in allowable sign area on existing large commercial sites with existing signage will not cause a significant environmental effect. Additionally, the amendment is categorically exempt pursuant to Section 15305 (Class 5: Minor Alterations in Land Use Limitations) because it represents a minor alteration to a land use limitation that does not result in any changes in land use or density.

RECOMMENDATION

It is recommended that City Council conduct a public hearing and introduce for first reading Ordinance No. 26-05, amending Chapters 19.42.100 and 19.42.140 of the Duarte Development Code to update signage requirements in the Commercial Freeway (C-F) Zone.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

- A. Ordinance No. 26-05
- B. Example Plans

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

ORDINANCE NO. 26-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING PORTIONS OF CHAPTER 19.42 OF THE DUARTE DEVELOPMENT CODE “SIGNS” SPECIFICALLY SECTIONS 19.42.100 AND 19.42.140 IN THE COMMERCIAL FREEWAY (C-F) ZONE

WHEREAS, the proposed amendment to Section 19.42.100 and 19.42.140, Table 3-17 of the Duarte Development Code would allow tenant spaces 40,000 square feet or greater to design wall signage that better reflects and complements the overall scale of these larger buildings within the Commercial Freeway (C-F) Zone; and

WHEREAS, notice of a public hearing on Municipal Code Amendment 26-02 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the Planning Commission held a duly noticed public hearing on this item, on May 18, 2026, whereupon the Planning Commission and received public testimony and recommended approval to the City Council; and

WHEREAS, the City Council held a duly noticed public hearing on this item, on June 9, 2026, and received public testimony;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. RECITALS

All of the facts set forth in the Recitals of this Ordinance are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS

Based upon substantial evidence presented to the City Council during the public hearing, including written staff reports and verbal testimony, the City Council hereby finds and determines that the findings for Development Code Amendments, as set forth in Duarte Development Code Section 19.142.060:

- a. The proposed amendment is consistent with the General Plan and any applicable specific plan, specifically:

The amendment is consistent with General Plan Land Use Goal LU 1.1.4, as it helps improve the appearance of development along the I-210 corridor. It allows businesses in the C-F Zone to have signage that is more visible and better suited for larger buildings. By improving sign visibility while maintaining appropriate scale, the amendment also promotes economic development by helping businesses become more noticeable and visible to potential customers.

- b. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The amendment will not be detrimental to the public interest, health, safety, convenience, or general welfare of the City. The amendment will not result in any adverse impacts to businesses within the C-F Zone. Instead, they are intended to support local businesses by making them more visible and easier for the public to identify.

- c. The proposed amendment is internally consistent with applicable provisions of this Development Code.

The amendment will remain consistent with other applicable provisions of the Development Code because it only modifies sign requirements within the C-F zone and does not alter any other requirements in the C-F zone.

SECTION 3.

Section 19.42.100.F shall be amended and replaced with the following:

F. Special identification signs (secondary signs). Secondary signs, as defined in Section 19.42.030 (under "Special identification sign") may be allowed.

- 1. For tenant spaces between 10,000 and 39,999 square feet and greater, a maximum of two signs for each primary use, not to exceed 8 square feet and having maximum letter height of 12 inches.
- 2. For tenant spaces 40,000 square feet and greater, a maximum of four signs for each primary use, not to exceed 25 square feet and having maximum letter height of 16 inches.

SECTION 4.

Table 3-17 in Section 19.42.140 shall be amended and replaced with the following:

TABLE 3-17 SIGNS IN C-F ZONE			
Type of Sign	Maximum Height	Maximum Number of Signs	Maximum Total Sign Area
A-Frame Sign - See Section 19.42.100.A for specific standards	4-½ ft; no more than 3 ft wide	1 sign per business	12 sf per side
Construction Sign	6 ft	1 per construction site	50 sf
Directional Signs Associated with Drive-up Business	Per ARB approval	Per ARB approval	Per ARB approval
Freeway Signs	80 ft; may be higher with ARB approval	1 per development site	200 sf; may be larger with ARB approval

Hanging Sign	See Section 19.42.100.C for clearance standard	1 sign per business	6 sf
Monument Sign			
Development Site Size (net)			
1.5 acres or less	6 ft	<ul style="list-style-type: none"> 1 sign structure, with 1 advertisement area allowed per tenant in a multi-tenant development 	
1.5 and 3.5 acres	8 ft	<ul style="list-style-type: none"> 1 sign structure, with 1 advertisement area allowed per tenant in a multi-tenant development Corner parcels located adjacent to a major or secondary street: 2 monument signs, with 1 per street frontage 	
> 3.5 acres	15 ft if 1 sign provided; 12 ft each if 2 signs provided	<ul style="list-style-type: none"> 1 sign structure, with 1 advertisement area allowed per tenant in a multi-tenant development Corner parcels located adjacent to a major or secondary street: 2 monument signs, with 1 per street frontage 	
Projecting Signs	8 ft minimum clearance from bottom of sign and ground	Permitted as part of an approved sign program for shopping centers or when approved by ARB for single users.	6 sf

Wall Sign - Primary Frontage	24 in. letter height within 75 ft of public street; 54 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	1 sign per tenant, to be located directly above associated business on primary frontage	<ul style="list-style-type: none"> • 1 sf for each lineal foot of frontage, not to exceed 200 sf • For tenant spaces 40,000 sf and greater: 1.25 sf for each lineal foot of frontage, not to exceed 325 sf
Wall Sign - Secondary Frontage	24 in. letter height within 75 ft of public street; 48 in. when more than 75 ft of public street; when sign faces freeway, letter height to be determined by ARB Not to exceed the height of the existing roof line	2 signs per tenant, to be located directly above associated business on a secondary frontage that faces a public right-of-way or parking area	<ul style="list-style-type: none"> • 0.75 sf for each lineal foot of frontage, not to exceed 50 sf • For tenant spaces 40,000 sf and greater: 1.25 sf per lineal foot of frontage, not to exceed 250 sf
Window Signs - Permanent	N/A	1	Not to exceed 15% of window area

SECTION 7.

This Ordinance shall take effect thirty (30) days after its adoption. The City Clerk shall certify to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED after second reading at a regular meeting of the City Council of the City of Duarte this 23rd day of June, 2026.

Tera Martin Del Campo, Mayor
City of Duarte

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 26-05 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of June, 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frances Jimenez
City Clerk



SPECIFICATIONS:

Manufacture and install face lit channel logo and letters
 Logo / Letters: Internal illuminated channel logo / letters
 Faces: White acrylic w/ vinyl overaly.

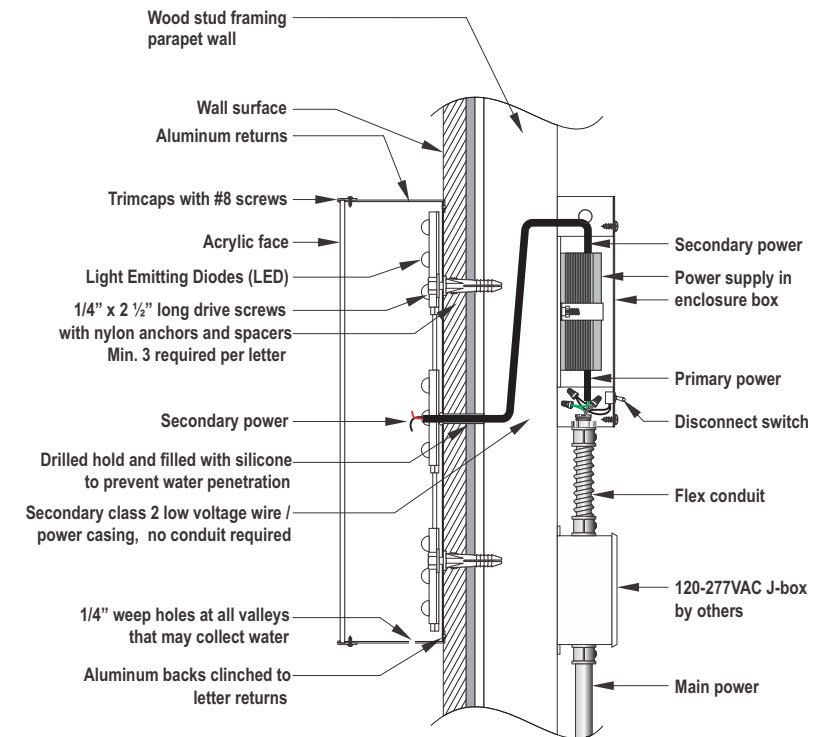
- Colors: 3M 3630-33 Red (PMS 485C) "VALLARTA" copy
- 3M 3630-146 Light Kelly Green (PMS 7482C) "SUPERMARKETS" copy
- 3M 3630-015 Yellow (PMS 012C) "SUN" logo
- 3M 3630-146 Light Kelly Green (PMS 7482C) "PALM TREE LEAVES AND GROUND" logo
- 3M 3630-084 Tangerine (PMS 1375C) "TRUNKS" logo

Trimcaps: 3/4" to match face color.
 Returns: 5" deep pre-painted white alum.
 White LED's illumination.
 Flush mount to wall.

A SIGN-A: LED ILLUMINATED PAN CHANNEL LETTERS & LOGO
 Scale: 1/4" = 1'-0"



PARTIAL FRONT ELEVATION - WEST Scale: 1/16" = 1'-0"



Typical Section detail @ Letters
 Scale: N.T.S.



- 1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
- 2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.
- 3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 1
-----------------------------	----------------------	----------	------	---------------------	----------------	------------	---------

This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale.

United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision

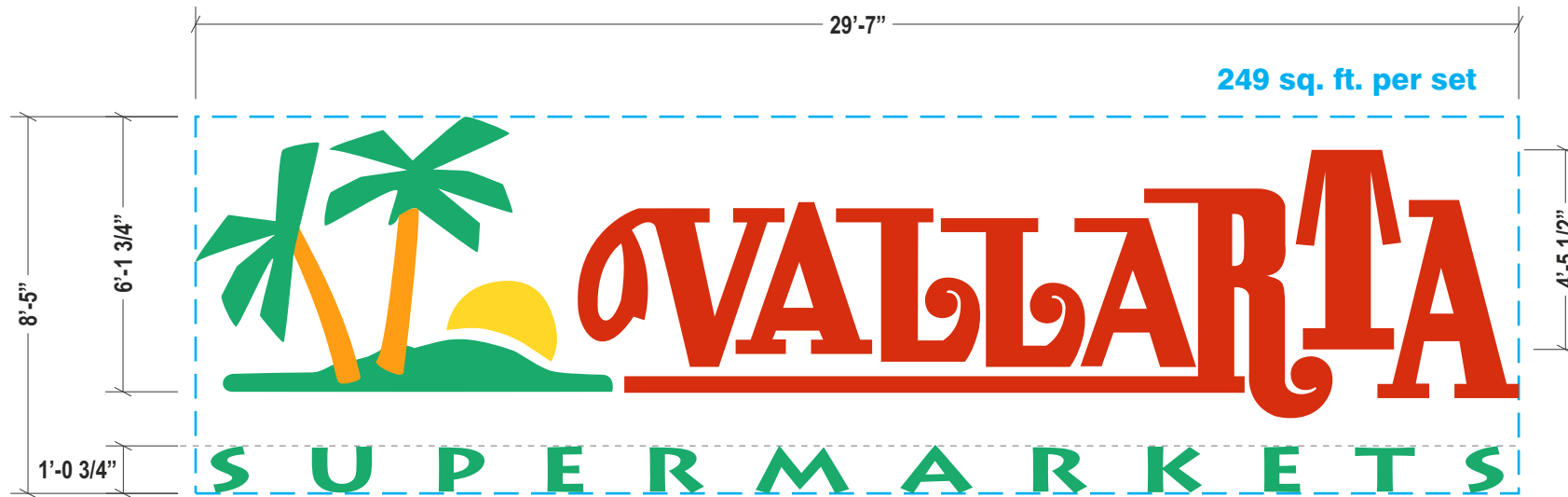
CLIENT APPROVAL	DATE
LANDLORD APPROVAL	DATE

per request	02-05-26 IL
-	00-00-00

Client: Vallarta #79
 Location: -
 Address: 1470 Mountain Ave.
 City/ST/Zip: Duarte, CA
 Phone: _____
 Fax: _____
 Sales: Sean Campbell Designer: IL Release By: 00-00-00



C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



SPECIFICATIONS:

Manufacture and install face lit channel logo and letters
 Logo / Letters: Internal illuminated channel logo / letters
 Faces: White acrylic w/ vinyl overaly.

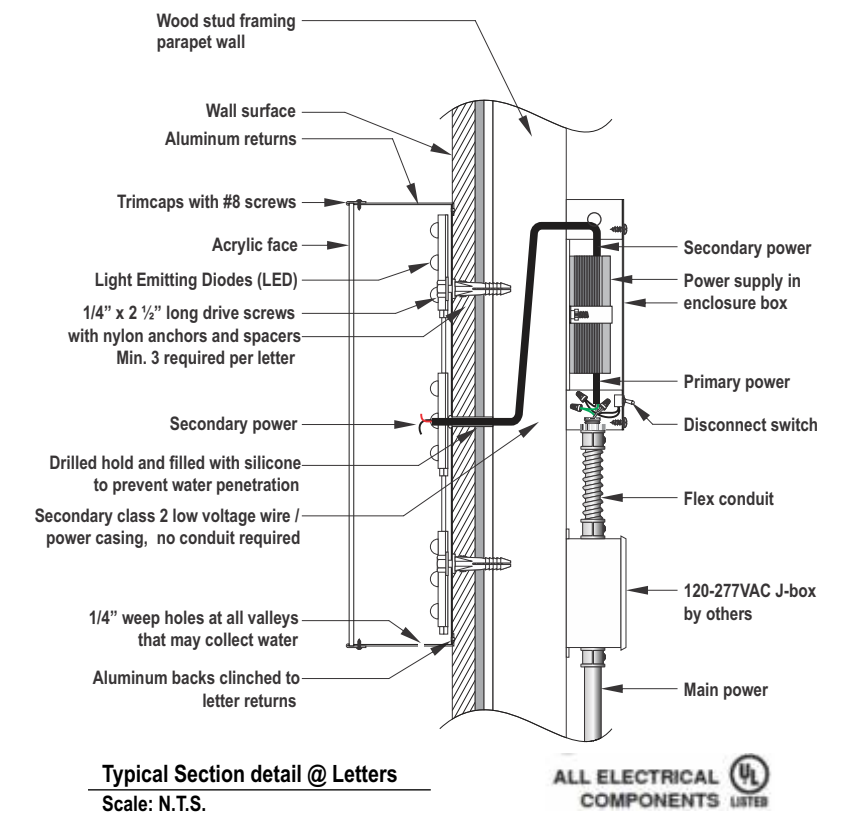
Colors: 3M 3630-33 Red (PMS 485C) "VALLARTA" copy
 3M 3630-146 Light Kelly Green (PMS 7482C) "SUPERMARKETS" copy
 3M 3630-015 Yellow (PMS 012C) "SUN" logo
 3M 3630-146 Light Kelly Green (PMS 7482C)
 "PALM TREE LEAVES AND GROUND" logo
 3M 3630-084 Tangerine (PMS 1375C) "TRUNKS" logo

Trimcaps: 3/4" to match face color.
 Returns: 5" deep pre-painted white alum.
 White LED's illumination.
 Flush mount to wall.

B SIGN-B: LED ILLUMINATED PAN CHANNEL LETTERS & LOGO
 Scale: 1/4" = 1'-0"



PARTIAL SIDE ELEVATION - SOUTH Scale: 1/16" = 1'-0"



Typical Section detail @ Letters
 Scale: N.T.S. ALL ELECTRICAL COMPONENTS LISTED

- 1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
- 2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.
- 3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 2
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale. COPYRIGHT 2025 United Sign Systems. This artwork is the exclusive property of United Sign Systems and cannot be reproduced without written permission of United Sign Systems	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	▲ per request ▲ per request ▲ per request	02-05-26 IL 04-20-26 IL 04-28-26 IL	Client: Vallarta #79 Location: - Address: 1470 Mountain Ave. City/ST/Zip: Duarte, CA Phone: _____ Fax: _____ Sales: Sean Campbell Designer: IL Release By: 00-00-00			
	CLIENT APPROVAL	DATE					
	LANDLORD APPROVAL	DATE					

USS UNITED SIGN SYSTEMS

C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



SPECIFICATIONS:

Manufacture and install face lit channel logo and letters
 Logo / Letters: Internal illuminated channel logo / letters
 Faces: White acrylic w/ vinyl overaly.

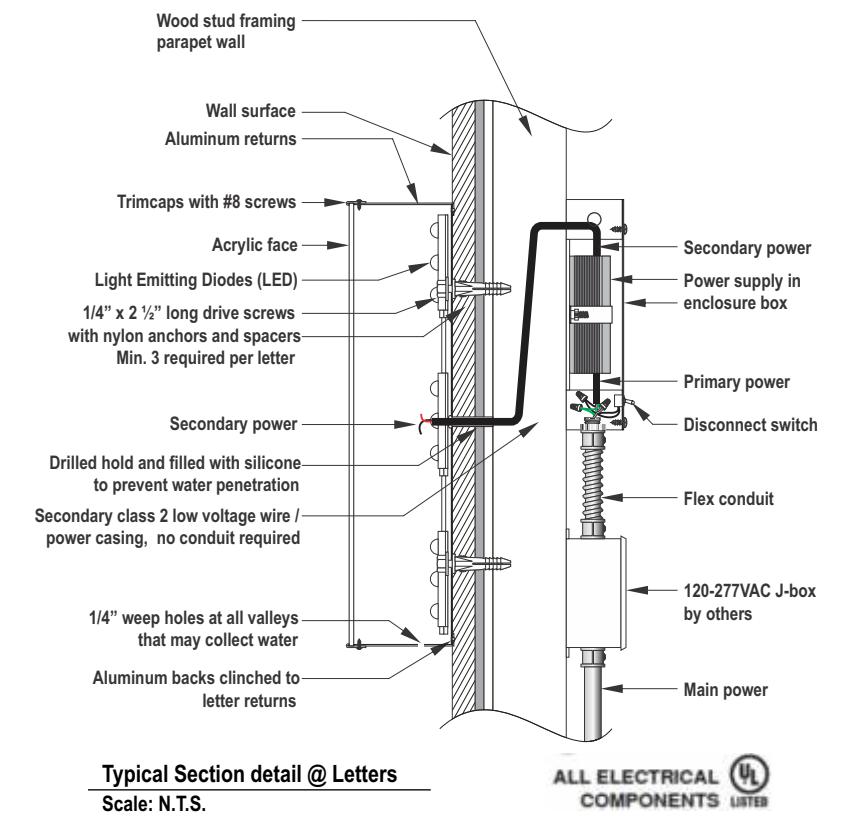
Colors: 3M 3630-33 Red (PMS 485C) "VALLARTA" copy
 3M 3630-146 Light Kelly Green (PMS 7482C) "SUPERMARKETS" copy
 3M 3630-015 Yellow (PMS 012C) "SUN" logo
 3M 3630-146 Light Kelly Green (PMS 7482C)
 "PALM TREE LEAVES AND GROUND" logo
 3M 3630-084 Tangerine (PMS 1375C) "TRUNKS" logo

Trimcaps: 3/4" to match face color.
 Returns: 5" deep pre-painted white alum.
 White LED's illumination.
 Flush mount to wall.

C SIGN-C: LED ILLUMINATED PAN CHANNEL LETTERS & LOGO
 Scale: 1/4" = 1'-0"



PARTIAL REAR ELEVATION - EAST Scale: 1/16" = 1'-0"



Typical Section detail @ Letters
 Scale: N.T.S.

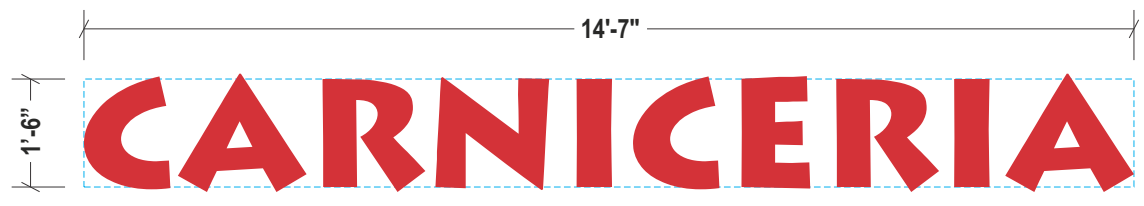
- 1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
- 2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.
- 3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 3
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale.	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	▲ per request	02-05-26 IL	Client: Vallarta #79			
		▲ per request	04-28-26 IL	Location: -			
				Address: 1470 Mountain Ave.			
				City/ST/Zip: Duarte, CA			
				Phone: _____			
				Fax: _____			
				Sales: Sean Campbell Designer: IL Release By: 00-00-00			
	CLIENT APPROVAL _____ DATE _____						
	LANDLORD APPROVAL _____ DATE _____						

USS UNITED SIGN SYSTEMS

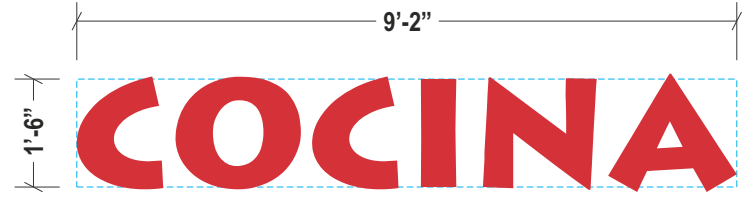
C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326

Sign - D, E, F & G



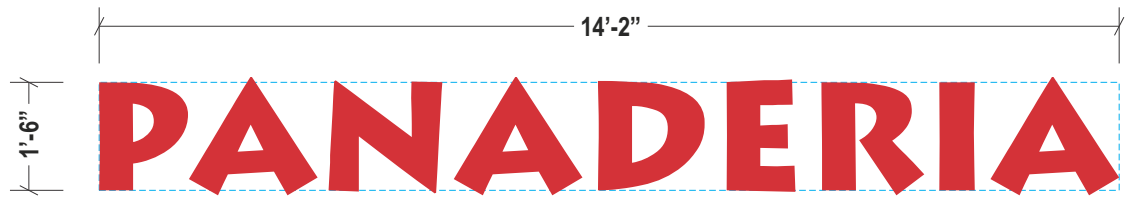
D

21.9 sq. ft.



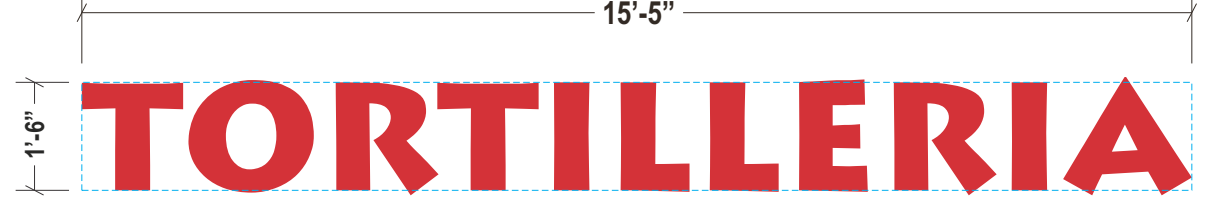
E

13.8 sq. ft.



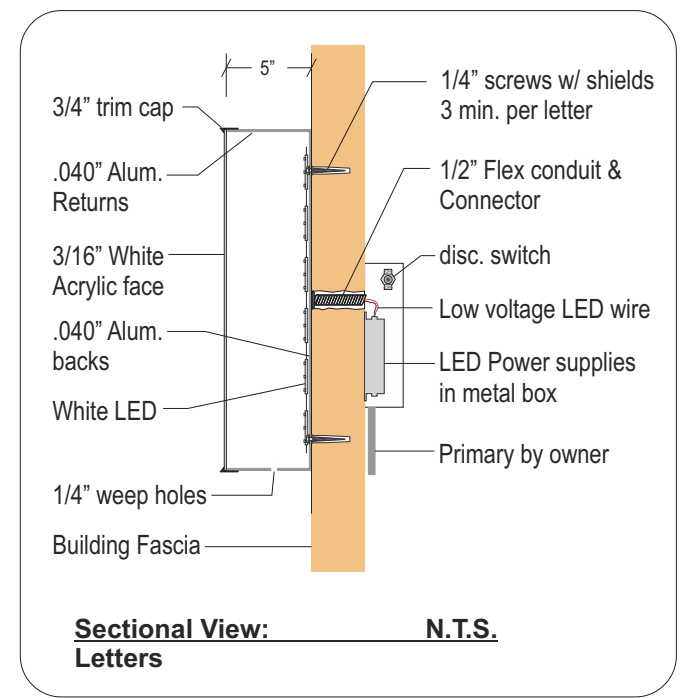
F

21.3 sq. ft.



G

23.1 sq. ft.



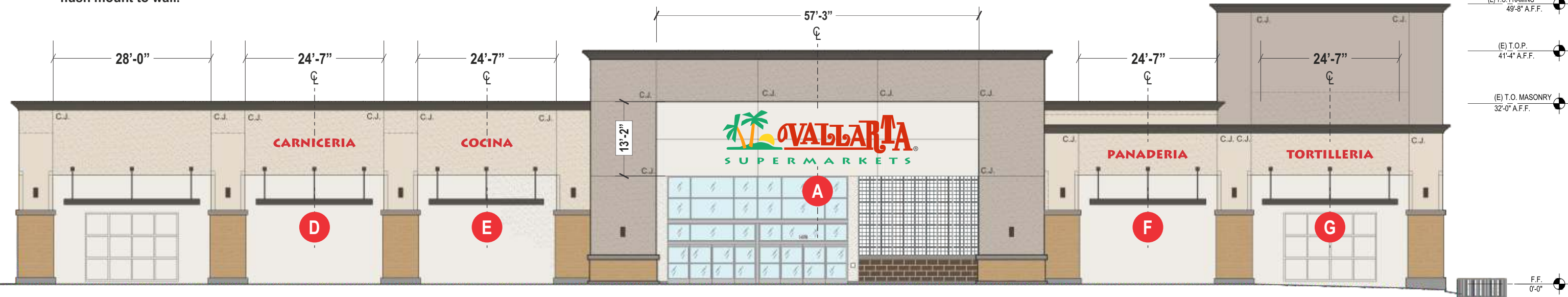
SIGN-D, E, F & G: LED ILLUMINATED PAN CHANNEL LETTERS

Scale: 3/8" = 1'-0"

SPECIFICATIONS:

LETTERS:

- 5" deep white alum. returns.
- 3/4" Red trim caps
- 3/16" white acrylic faces w/ #33 Red vinyl overlay
- illuminate w/ white LED's
- remote power supply.
- flush mount to wall.



STORE FRONT ELEVATION N.T.S.

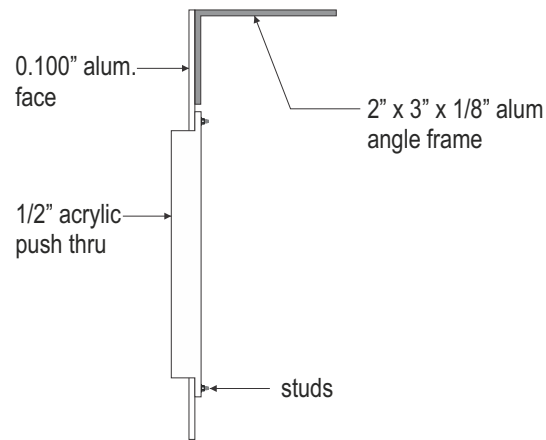
- 1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.
- 2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.
- 3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 4
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale. COPYRIGHT 2025 United Sign Systems. This artwork is the exclusive property of United Sign Systems and cannot be reproduced without written permission of United Sign Systems	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	▲ per request ▲ per request	02-05-26 IL 03-23-26 IL	Client: Vallarta #79 Location: - Address: 1470 Mountain Ave. City/ST/Zip: Duarte, CA Phone: _____ Fax: _____ Sales: Sean Campbell Designer: IL Release By: 00-00-00			
	CLIENT APPROVAL _____ DATE _____ LANDLORD APPROVAL _____ DATE _____						

UNITED SIGN SYSTEMS
 C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



SIGN-M1 & M2: FACE ELEVATION
Scale: 3/4" = 1'-0"



SPECIFICATIONS:

Manufacture and install 3" shoe-box faces painted satin white.
 Logo / Letters: 1/2" clear acrylic push thru w/ vinyl overlay.
 Colors: 3M 3630-33 Red (PMS 485C) "VALLARTA" copy
 3M 3630-146 Light Kelly Green (PMS 7482C) "SUPERMARKETS" copy
 3M 3630-015 Yellow (PMS 012C) "SUN" logo
 3M 3630-146 Light Kelly Green (PMS 7482C)
 "PALM TREE LEAVES AND GROUND" logo
 3M 3630-084 Tangerine (PMS 1375C) "TRUNKS" logo
 #70 white diffuser 2nd surface.



1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.

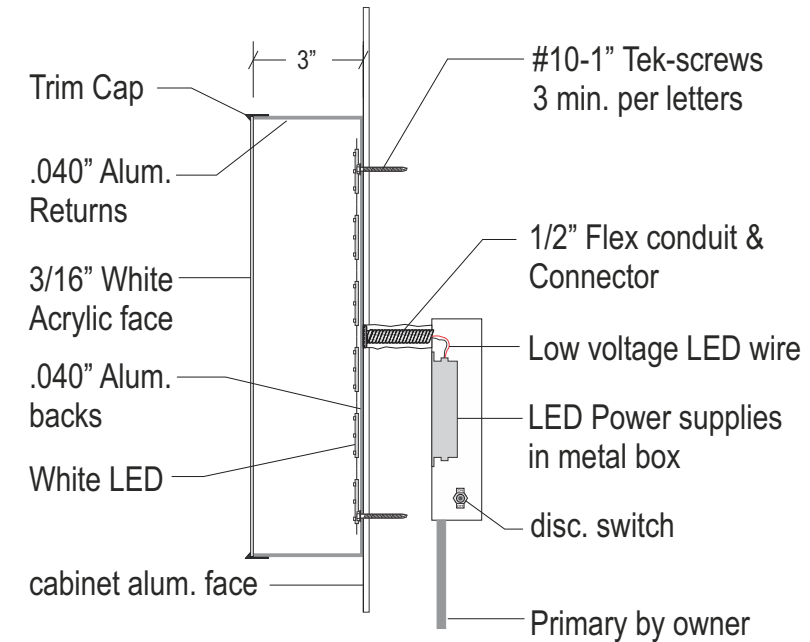
3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 5
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale. COPYRIGHT 2025 United Sign Systems. This artwork is the exclusive property of United Sign Systems and cannot be reproduced without written permission of United Sign Systems	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	⚠ per request ⚠ per request	02-05-26 IL 03-17-26 IL	Client: Vallarta #79 Location: - Address: 1470 Mountain Ave. City/ST/Zip: Duarte, CA Phone: _____ Fax: _____ Sales: Sean Campbell Designer: IL Release By: 00-00-00			
	CLIENT APPROVAL _____ DATE _____ LANDLORD APPROVAL _____ DATE _____						

UNITED SIGN SYSTEMS
 C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



SIGN-P: LED ILLUMINATED PAN CHANNEL ON PYLON FACES
 Scale: 1/4" = 1'-0"
SPECIFICATIONS:
 Manufacture and install face lit channel logo and letters
 Logo / Letters: Internal illuminated channel logo / letters
 Faces: White acrylic w/ vinyl overaly.
 Colors: 3M 3630-33 Red (PMS 485C) "VALLARTA" copy
 3M 3630-146 Light Kelly Green (PMS 7482C) "SUPERMARKETS" copy
 3M 3630-015 Yellow (PMS 012C) "SUN" logo
 3M 3630-146 Light Kelly Green (PMS 7482C) "PALM TREE LEAVES AND GROUND" logo
 3M 3630-084 Tangerine (PMS 1375C) "TRUNKS" logo
 Trimcaps: 3/4" to match face color.
 Returns: 3" deep pre-painted white alum.
 White LED's illumination.
 Flush mount to pylon sign alum. faces.



Sectional View: Face Lit, Typ. **N.T.S.**

1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.

3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 6
-----------------------------	----------------------	----------	------	---------------------	----------------	------------	---------

This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale.

United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision

⚠ per request	02-05-26 IL
⚠ -	00-00-00

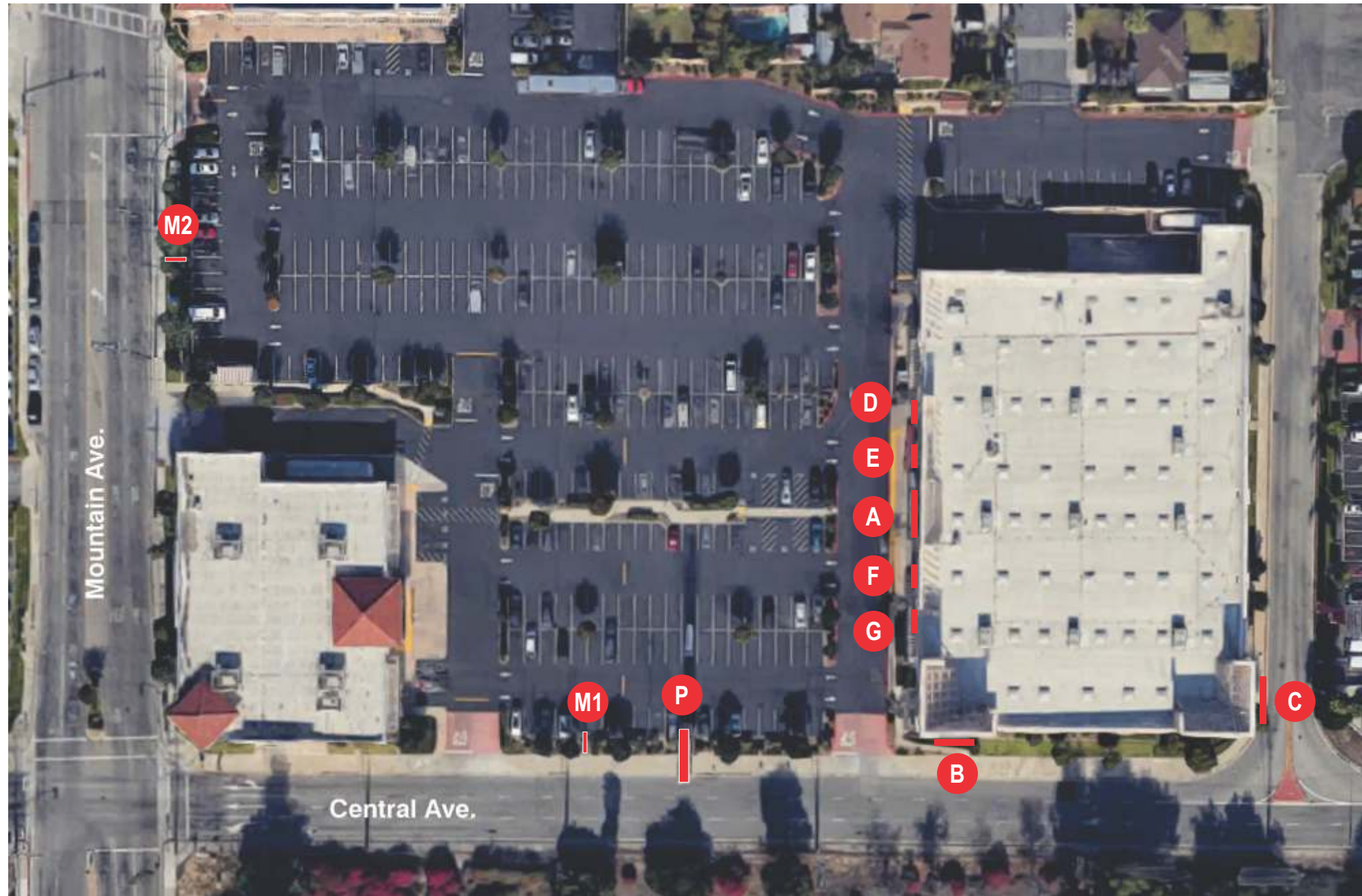
Client: Vallarta #79
 Location: -
 Address: 1470 Mountain Ave.
 City/ST/Zip: Duarte, CA
 Phone: _____
 Fax: _____
 Sales: Sean Campbell Designer: IL Release By: 00-00-00

CLIENT APPROVAL _____ DATE _____

LANDLORD APPROVAL _____ DATE _____



C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



SITE PLAN

N.T.S.



1) This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

2) The location of the disconnect switch after installation shall comply with the Artical 600.6 (A)(1) of the National Electrical Code.

3) ALL WORK TO BE DONE IAW 2025 CBC, CEC, CFC COMPLIANT

FILE: vallarta #79 - duarte	Client Review Status	Revision	Date	Project Information	Date: 12-10-25	Job #00000	Page: 7
This is an original drawing created by United Sign Systems. It is loaned as part of an advertising or identification program being planned for you by United SignSystems. It is requested this material is not to be shown to anyone outside your organization, nor used, reproduced, copied or exhibited in any fashion whatsoever. All or part of this design (except for registered trademarks) remain the property of United Sign Systems until transferred actual sale.	United Sign Systems requires that an "Approved" drawing be obtained from the client prior to any production release or production release revision	⚠ per request ⚠ -	02-05-26 IL 00-00-00	Client: Vallarta #79 Location: - Address: 1470 Mountain Ave. City/ST/Zip: Duarte, CA Phone: _____ Fax: _____ Sales: Sean Campbell Designer: IL Release By: 00-00-00			
	CLIENT APPROVAL _____ DATE _____						
	LANDLORD APPROVAL _____ DATE _____						

USS UNITED SIGN SYSTEMS
 C.S.C.L. #718965
 5201 Pentecost Drive Modesto, Calif. 95356
 1-800-481-SIGN
 Phone: 209-543-1320 Fax: 209-543-1326



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Letter of Intent Setting Terms and Conditions for an Agreement to Obtain Reciprocal Access Easement and Parking Lot Access for the City Properties Located at 1303-1305 Huntington Drive from Adjacent Property Owners

RECOMMENDATION: It is recommended that the City Council: 1) accept the Letter of Intent; 2) authorize the City Manager to sign an access and parking agreement for the City owned properties at 1303-1305 Huntington Drive; and 3) approve a \$700,000 budget amendment to use Town Center Specific Plan Community Benefit Funds

FISCAL IMPACT: There will be a \$700,000 impact to the Town Center Specific Plan Community Benefit Fund. This funding was specifically set aside for economic development activity in the Town Center area

STRATEGIC PLAN IMPACT: Goal A – A1.1 Economic Development and Activation

BACKGROUND

The City owns the properties at 1303-1305 Huntington Drive. The property at 1305 Huntington Drive was purchased in 2009. The building had been occupied by Western Dental. The City later demolished the building but kept the parking in place. This property has reciprocal access with the adjacent shopping center, but is not a participating member in the property owners association that maintains the parking lot area.

The City purchased the 1303 Huntington Drive property in 2017. This property had a separate parking area and a building that was occupied by Sparr Liquor. The City demolished this property and its parking area. This property does not have reciprocal access rights with the adjacent shopping center.

With both the 1303 and 1305 Huntington Drive properties being vacant and adjacent, the lot area is approximately 29,960 square feet. Of this area, approximately 12,500 square feet is taken up by parking and driveway area. As a result, the remaining developable area is quite small, considering necessary setbacks and parking. Because this area is small, the most efficient use of the properties is to merge them to provide one development property. Yet, both properties do not have reciprocal access rights with the adjacent shopping center.

The adjacent shopping center has multiple owners that include:

BL Portfolio LLC (Red Mountain Group) that owns the former Big Lots building. Sky Zone trampoline park has signed a lease to occupy this building and is currently in plan check with tenant improvement plans.

Old Town Inc. (Larry Smith) that owns the in line shop building that includes the building with the donut shop, Dollar Tree and the medical office.

GBO California Investments LLC that owns the vacant, former Rite Aid building.

Goldman Trust that owns the pad building that currently is occupied by Albeto's restaurant.

Reciprocal parking and access agreements are typical for parking areas that are shared by multiple owners. These area easement type documents address access to parking spaces, drive aisles and driveways.

Property maintenance associations are common in shopping centers that share parking and landscape areas. These documents typically address: short and long term maintenance of the parking lot, including striping and markings; maintenance of parking lot lighting; maintenance and repair of landscape and irrigation and other similar items.

DISCUSSION/ANALYSIS

Over the past few years, there have been several property owner changes in the shopping center. GBO California Investments bought its property in 2022; Goldman Trust has owned its property since 2021; and BL Portfolio acquired the former Big Lots building in 2023. The only long term owner is Old Town Inc. that has been an owner for many years.

Staff has been meeting with a representative of the property owners to encourage comprehensive property upgrades; specifically major parking lot upgrades. In late, 2024 the City and Red Mountain Group entered into an exclusive negotiating agreement (ENA) for the sale of the corner properties. One of the main concerns that prospective tenants had was access to and the condition of the adjacent shared parking lot. That ENA ended, but the City agreed to hold back on any property sale until the parking lot issues were resolved.

The property owner group has agreed to provide the City's properties with reciprocal access and parking and to include the City properties in the maintenance association for the shopping center. These changes are a big advantage for the City properties. The ability to have access to the much larger parking field will help attract stronger tenants to the City property. Participation in the maintenance association will allow the City property to have a proportional share in the overall parking lot maintenance which will be a more cost effective approach. The shopping owners would agree to a full parking lot upgrade, including:

- ◆ Reconfiguration of the parking layout to increase the parking ratio from the current approximately 3.3 spaces per 1,000 square feet

- ◆ Slurry seal, restriping, and necessary repairs throughout the existing parking lot and a paving upgrade to the rear parking area
- ◆ Replacement of existing lighting with LED fixtures and additional lighting in the rear parking area.
- ◆ Full landscape upgrade to the main parking area, including removal of existing trees and an updated irrigation system.

In return for the easement for reciprocal access and parking and inclusion in the maintenance association, the City would pay \$700,000. The proposed funding for this payment is the Town Center Specific Plan Community Benefit Fund that was set up to benefit economic development in the Town Center area. While the main goal of the agreement is improving the desirability of the City owned property, the spin off impact on the shopping center will be positive. For years, this shopping center has had significant challenges. With the new ownership, there has been strong interest in making positive changes. A fully upgraded parking lot with up to date lighting and landscape and a strong maintenance focus will create a stronger draw for quality retail and will help to “establish the Town Center as a diverse retail hub.”

The City’s long term goal for the 1303-1305 Huntington Drive property is to sell the property for development with a pad building that will be a part of the shopping center. The City has already completed the Surplus Land Act process, so the property can be sold for commercial development. Being a part of the shared parking area will be an advantage.

Over the past 40 years, there have been several attempts to encourage improvements to this shopping center. The 1997 City Strategic Plan set a goal to “Identify sources, establish land use planning strategies and utilize redevelopment techniques to facilitate rehabilitation of older shopping centers.” This included specific mention of this (Pic-n-Save) center. That same 1997 plan included the strategy “Improve the exterior facades and parking lots for Mike’s Foods (now Grocery Outlet) and the Pic-n-Save (soon to be Sky Zone) shopping center. A 1988 Strategic Plan called for the improvement of this center also. The reality is that this shopping center has had an ownership history that has not been a cooperative partner in improvement. Many other commercial areas in the City have seen significant improvement in that time. Another challenge in this center has been the multiple ownership situation. The proposed participation including the City properties will create increased opportunity and will be a major step to realizing long term City goals.

RECOMMENDATION

It is recommended that the City Council: 1) accept the Letter of Intent; 2) authorize the City Manager to sign an access and parking agreement for the City owned properties at 1303-1305 Huntington Drive; and 3) approve a \$700,000 budget amendment to use Town Center Specific Plan Community Benefit Funds.

FISCAL IMPACT

There will be a \$700,000 impact to the Town Center Specific Plan Community Benefit Fund. This funding was specifically set aside for economic development activity in the Town Center area.

ATTACHMENTS

A. Letter of Intent

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

June 3, 2026

Dear Mr. Mugel:

On behalf of the City of Duarte (“City”), we are pleased to present this non-binding Letter of Intent (“Letter”) setting forth the general substantive terms and conditions under which the City proposes to incorporate its properties located at 1303–1305 Huntington Drive (APNs 8530-004-903 and 8530-004-905) (collectively, the “City Parcels”) into the overall operation and function of the existing shopping center located at the northeast corner of Huntington Drive and Buena Vista Street (the “Shopping Center”).

The Shopping Center is currently comprised of the following properties located at 1307–1355 Huntington Drive:

- APNs 8530-004-073, 074, 079, 080 & 081 (owned by OLD TOWN, INC.);
- APNs 8530-004-091, 092 & 093 (owned by BL PORTFOLIO, LLC); and
- APN 8530-004-078 (owned by GBO CALIFORNIA INVESTMENTS LLC).
- APN 8530-004-081 (owned by GOLDMAN BERNARD BENJAMIN DOROTHY TRUST).

OLD TOWN, INC., BL PORTFOLIO, LLC, GBO CALIFORNIA INVESTMENTS LLC, and GOLDMAN BERNARD BENJAMIN DOROTHY TRUST and are collectively referred to herein as the “Owners.”

Except as otherwise expressly provided herein, this Letter is intended solely as a non-binding expression of intent to enter the transaction described below:

1. Amendment to Governing Documents: The parties shall execute an amendment (“Amendment”) to the governing documents currently applicable to the Shopping Center, including (i) the Declaration of Establishment of Restrictions and Grant of Easements, (ii) the existing Parking Lot Maintenance Agreement, or both, as applicable, for the purpose of incorporating the City Parcels into the Shopping Center and subjecting the City Parcels to the reciprocal access, parking, maintenance, and operational provisions governing the Shopping Center.

(a) City Rights. At a minimum, the Amendment shall provide that the City Parcels shall receive:

June 3, 2026

Page 2

- (i) Reciprocal easement rights for ingress, egress, and parking throughout the Shopping Center;
- (ii) Proportionate rights under all current and future maintenance agreements applicable to the Shopping Center;
- (iii) Reasonable rights to utilize portions of the Shopping Center parking area for utility infrastructure, including stormwater retention and related improvements, provided such use does not materially interfere with any other owner's current or future development rights, diminution of value, or parking operations; and
- (iv) Reasonable temporary construction easement rights during development of the City Parcels, subject to mutually approved construction plans and staging areas.

(b) City Parcel Restrictions. The Amendment shall also incorporate the following restrictions applicable to the City Parcels:

- (i) A permissible building area over the northerly portion of the City Parcels, as depicted on Exhibit A attached hereto;
- (ii) Commercially reasonable use restrictions prohibiting nuisance-type uses; and
- (iii) Compliance with the applicable Town Center Specific Plan development standards.

(c) Execution Requirements. The Amendment must be executed by (i) the City and (ii) the ownership percentage required under the current governing documents, currently believed to be not less than ninety percent (90%) of the ownership interest in the Shopping Center (including, at minimum, OLD TOWN, INC. and BL PORTFOLIO, LLC).

(d) Updated Governing Agreement. Because the existing governing documents were originally established in the late 1960s and are outdated, the Amendment shall include a provision requiring the parties to negotiate in good faith, within sixty (60) days following the City Council's approval of the items outlined in this Letter, a comprehensive updated reciprocal easement and maintenance agreement for the Shopping Center and City Parcels ("New ECRs"). The City shall not have input on any portion of the New ECRs which do not materially impact the City Parcels.

2. General Deal Points of BL Portfolio, LLC Property: It is understood and agreed that on November 20, 2025 the City of Duarte approved "Minor Use Permit 25-01 Indoor Trampoline Business" which permits the operation of a Sky Zone trampoline park (tenant of BL Portfolio, LLC) within the existing commercial building located at 1325 Huntington Drive and owned by

June 3, 2026

Page 3

BL PORTFOLIO, LLC. As a condition of such MCUP approval, the City has required the conditions set forth on Exhibit B attached hereto to be satisfied. Given the improvements contemplated therein will be for the entire Shopping Center, BL Portfolio, LLC on Sky Zone's behalf, has elected to manage and work to ensure a complete cohesive project is completed and that the conditions of approval associated with the MCUP are satisfied as part of the project.

Completion of certain conditions set forth in Exhibit B shall be certified by Kevin Le of Le Architecture, or another mutually approved consultant.

3. Purchase Price and Payment.

(a) Purchase Price. As consideration for the Owners providing the City Parcels with reciprocal access and parking rights described in Section 1(a) of this Letter, the City shall pay BL Portfolio, LLC the Purchase Price (defined below) in the manner described herein. Accordingly, upon (i) recordation of the Amendment, and (ii) satisfaction of the conditions set forth in the escrow instructions, the City shall pay BL Portfolio, LLC a sum equal to Seven Hundred Thousand Dollars (\$700,000.00) ("Purchase Price") in accordance with Section 3(b) below.

(b) Purchase Price Administration & Payment Timing. Immediately following recordation of the Amendment and prior to commencement of any work required under the Conditions of Approval under the MCUP for Sky Zone, the City shall deposit the Purchase Price into an agreed-upon escrow account with a mutually agreed-to escrow company. The Purchase Price shall be released to BL Portfolio, LLC from escrow per the instructions set forth in the escrow instructions.

(c) Payment Timing. The City shall pay BL Portfolio, LLC the Purchase Price per the terms set forth in the escrow instructions to be negotiated between the City and Owners.

4. Excluded Liabilities. Except as may be expressly set forth in the Amendment, the City shall not assume, nor shall the City be responsible for, any liability, obligation, claim, or commitment (contingent, actual, or otherwise) of the Selling Parties, including outstanding liens or payments accruing on or before the effective date of the Amendment, and any promissory notes or other contracts to which the Selling Parties are payors, borrowers, or other obligors.

5. Assumptions and Public Benefit. The parties acknowledge that the payment of the Purchase Price is supported by:

June 3, 2026

Page 4

- (a) The incorporation of the City Parcels into the Shopping Center and the associated long-term value of reciprocal access and shared parking rights;
- (b) Enhanced development opportunities for the Shopping Center and the City Parcels; and
- (c) The economic development benefits provided to the City and the surrounding community.

8. Other Conditions. The approval of this Letter shall be subject to and conditioned upon reasonable conditions and approvals required by the City Council and other regulatory approvals, and the negotiation, execution, and delivery of one or more definitive agreements on mutually reasonable acceptable terms and conditions (collectively, the “**Transaction Agreements**”) between the City and the Owners.

9. Contact Person. Please direct all inquiries related to this Letter to both of the following:

Craig Hensley
Community Development Director
Email: chensley@cityofduarte.ca.gov
Telephone: 626-357-7931

Brian Villalobos
City Manager
Email: bvillalobos@cityofduarte.ca.gov
Telephone: 626-357-7931

Thai Viet Phan
City Attorney
Email: tphan@rutan.com
Telephone: (714) 478-5949

Graham Allchorn
Principal
BL Portfolio, LLC
Gallchorn@rmrginc.com
Telephone cell (310) 849-7112

Peter Farag
Director of Leasing
pfarag@rmrginc.com

June 3, 2026

Page 5

Telephone Office (714)-821-2182

Telephone Cell (843) 408-1073

10. Expenses. Except only to the extent otherwise provided in any executed Transaction Agreements entered into by the parties, each party shall be solely responsible for its own expenses, broker's (if any), attorneys' fees, consulting fees, accountants' fees, and all other expenses relating to the transactions contemplated herein, whether or not the transaction completed by this Letter is consummated.

11. Counterparts and Electronic Signatures. This Letter may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same document. A signed copy of this Letter delivered by e-mail or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Letter.

12. Governing Law. This Letter shall be governed by and construed in accordance with the laws of the State of California, without regard to California's conflict of laws principle.

13. Binding and Non-Binding Provisions. The provisions of Sections 8 through 13 (the "**Binding Provisions**") are legally binding agreements of the parties hereto. The provisions of Sections 1 through 7 of this Letter are not intended to be legally binding on either City or the Owners and are expressly subject to the negotiation and execution of the Transaction Agreements. In addition, nothing in this Letter shall be construed as an offer or commitment of City to submit a definitive proposal. No past or future action, course of conduct, or failure to act relating to the transaction or related to the negotiation of the terms of the transaction or any Transaction Agreement, shall give rise to or serve as a basis for any obligation or other liability on the part of City, the Owners, or their respective affiliates. Any party to this Letter may unilaterally withdraw from negotiation or dealing at any time for any or no reason at the withdrawing party's sole discretion by notifying the other parties of the withdrawal in writing, and nothing in this Letter or otherwise shall give rise to any duty to negotiate or imply any other obligation. Neither City nor the Owners will be entitled to incidental, consequential, or punitive damages with respect to claims related to this Letter. The terms of the Binding Provisions shall survive any termination of the consideration of a transaction by City and the Owners. Except for the Binding Provisions, no agreement among the parties should be construed from the existence of this Letter, or the subsequent conduct of the parties prior to the execution of definitive documentation for the contemplated transactions as described herein.

If the foregoing meets with your approval, kindly so signify by signing and returning the duplicate copy of this Letter. This Letter and the offer within will expire on _____ unless an executed acceptance is received by the City by that time.

June 3, 2026
Page 6

Very truly yours,
RUTAN & TUCKER, LLP

Thai Viet Phan
City Attorney

TVP

[SIGNATURES ON FOLLOWING PAGE]

June 3, 2026
Page 7

CITY OF DUARTE

By: _____
Brian Villalobos, City Manager
Date: _____

OWNERS

BL PORTFOLIO, LLC,
California limited liability company

By: _____
Michael Mugel, Manager
Date: _____

OLD TOWN, INC.,
a California corporation

By: _____
Its: _____
Date: _____

GBO CALIFORNIA INVESTMENTS LLC
a California limited liability company

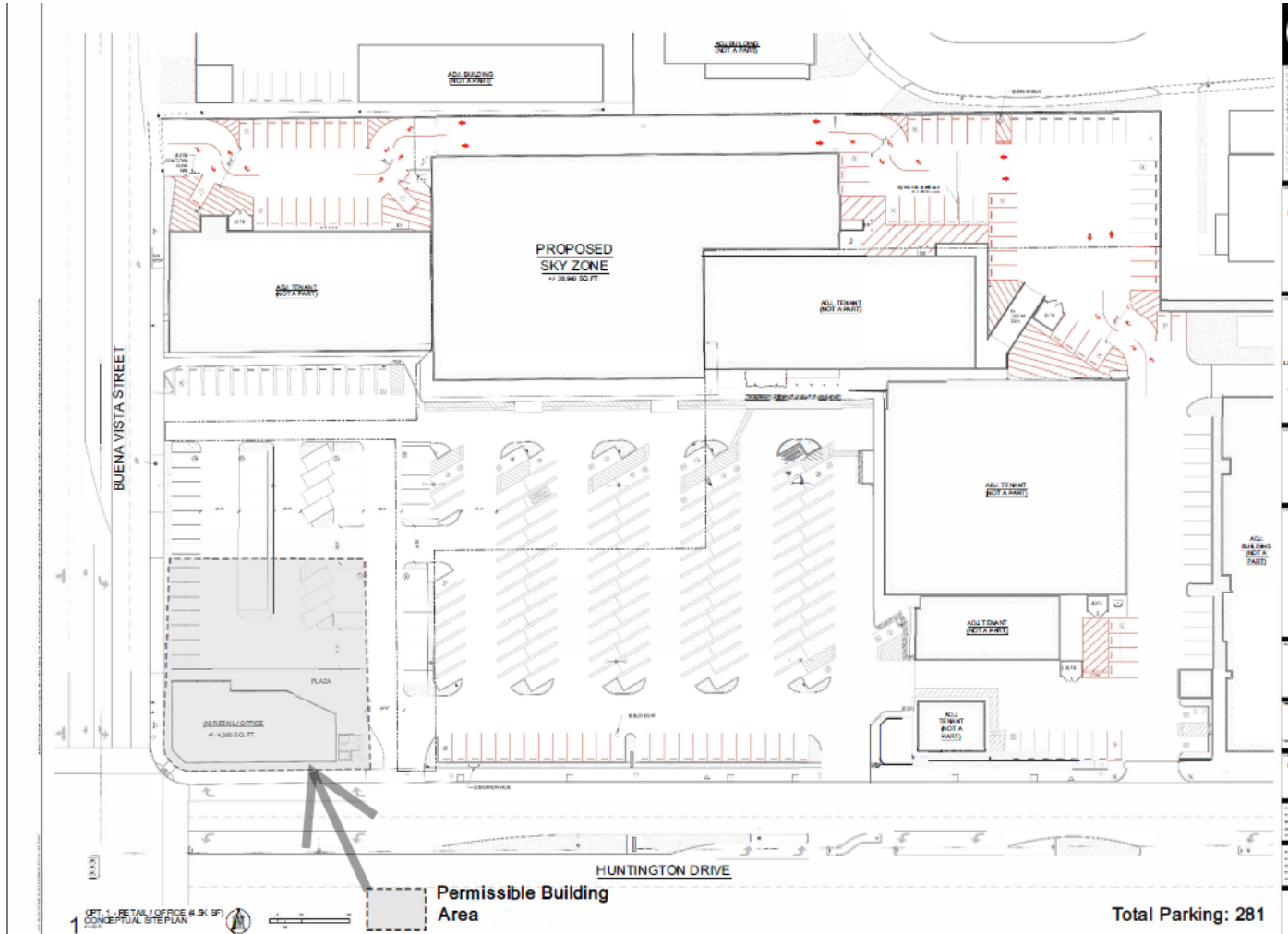
By: _____
Its: _____
Date: _____

**GOLDMAN BERNARD BENJAMIN
DOROTHY TRUST [TO BE
CONFIRMED]**

By: _____
Its: _____
Date: _____

EXHIBIT "A"

Permissible Building Area (City Parcels)



June 3, 2026
Page 9

EXHIBIT "B"

Conditions of MCUP Approval

(See following pages)

June 3, 2026

Page 10

CONDITIONS OF APPROVAL
Minor Use Permit 25-01
1325 Huntington Drive – Sky Zone Trampoline Park

1. This approval is for the operation of an indoor trampoline (Sky Zone Trampoline Park) business located at 1325 Huntington Drive, as depicted on the approved site plan and business's operation statement associated with this MUP and on file with the Community Development Department.
2. The current building shall be improved to meet all Building Code requirements prior to final Certificate of Occupancy subject to the approval by the Community Development Director. Improvements shall be based on the proposed use as an assembly occupancy and shall also include full façade and property improvements and shall meet all requirements of the Duarte Development Code and the Town Center Specific Plan. Since the proposed use utilizes a significant amount of parking, related to other uses in the shopping center, the property shall participate in a parking lot improvement that includes, at minimum, paving, landscaping, irrigation, lighting and a joint maintenance agreement. These improvements specifically shall include improvements to the rear parking area as well as the main parking area, subject to the approval by the Community Development Director.
3. The business operator is responsible for managing the scheduling of business events (birthday parties, corporate events, etc.) to make best efforts to reduce parking impacts on the shopping center parking. If necessary, the business operator agrees to seek out alternative off-site overflow parking.
4. The approved hours of operations are from 10:00 am to 10:00 pm daily.
5. Any request to modify the services offered, hours of operation, or overall operations, shall be reviewed and approved by the Community Development Director before implementation.
6. Outdoor storage is strictly prohibited.
7. Sales or consumption of alcoholic beverages are not permitted on the property.
8. Any signage associated with the business is not included as part of this approval; a separate review and approval process will be required for all proposed signage. All signage shall comply with Chapter 19.42 of the Duarte Development Code and the Town Center Specific Plan (Wall Sign and Window signs).
9. Mechanical equipment and related ducts, vents and other apparatus, including HVAC, shall be screened from public view and must be located inside the structure, attic, or ground mounted. Vents, pipes, caps, hoods, and other roof penetrations that must be installed on the roof shall be painted or finished to match the roof color. Ground mounted equipment shall be shielded from public view by landscaping and/or screen walls, subject to approval from the Planning Division.
10. Operational noise, music, noise-generating equipment, or any other business activities shall be operated at reasonable audible levels, not to exceed City Noise Regulations outlined in

June 3, 2026

Page 11

- Chapter 9.68 of the Duarte Municipal Code or be detrimental to the operations of adjoining businesses.
11. Outdoor speakers or other exterior audible devices are prohibited, unless approved by the Community Development Director.
 12. In the event of substantiated noise issues, the Community Development Director may require the applicant to pay for the preparation of a noise study, prepared by a professional noise or acoustics consultant of the City's selection. Adherence to the study's recommendations will be required of the applicant. Failure to promptly comply with this requirement will result in a modification/revocation hearing before the Planning Commission.
 13. The business shall comply with the City Noise Regulations outlined in Chapter 9.68 of the Duarte Municipal Code and not be detrimental to the operations of adjoining businesses.
 14. The business owner shall provide a Security Plan to the Community Development and Public Safety Departments for review and approval. Said plan may require security monitoring, a sophisticated camera system, signage, operational contacts, and other requirements that ensure the property is properly monitored and actively managed by the business owner. Cameras shall be installed in locations throughout the property and buildings, as approved by the Community Development and Public Safety Departments. The security plan shall include details on a closed circuit television system consisting of interior and exterior surveillance cameras and a digital video recorder (DVR) for recording surveillance camera footage. The security system hard drive shall save footage/data for a minimum of 30 days. The hard drive shall be locked, secured, and accessible only to the business owner and/or designees. All saved data shall be made available to the Public Safety Department and/or City personnel upon reasonable request. All components of the approved security plan shall be operational prior to implementing any new services allowed by this MUP and shall remain fully operational at all times. Any changes to the security system shall require review from the Community Development Department and Public Safety Department prior to implementing.
 15. The project shall comply with all regulations of the Town Center Specific Plan, including the intent and purpose, permitted uses, development standards, and any other applicable sections.
 16. Any required plans and plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits.
 17. Any required building permits for this project must be issued within one-year from the date of approval from the Community Development Director or the application and approval shall expire.
 18. This entitlement shall be contingent upon the privileges being utilized within 12 months from the effective approval date.
 19. The applicant shall obtain a valid business license with the City of Duarte prior to commencement of the business operation. Contact the City Finance Division for more information at (626) 357-7931 extension 211.

June 3, 2026

Page 12

20. The decision of the Community Development Director may be appealed to the Planning Commission within fifteen (15) days of the approval of the minor use permit. Said appeal must be in writing and filed with the required fees, in the City Clerk's Office. The written appeal shall include reasons for the appeal.

21. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify, and hold harmless the City of Duarte and its agents, officers, and employees from any claim, action, or proceeding against the City or its agents, officers, and employees to challenge, set aside, void, or annul the approval of the project or from any other action pertaining to this application or the granting of this Minor Use Permit which may be brought within the time period provided for such actions or challenges under applicable law.



AGENDA REPORT

MEETING DATE: June 9, 2026

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks & Recreation

SUBJECT: Appointments of the 2026/27 Mayor's Youth Council

RECOMMENDATION: It is recommended that City Council appoint all of the youth candidates that applied to serve on the 2026/27 Mayor's Youth Council

FISCAL IMPACT: Funds in the amount of \$4,200 are allocated in the proposed Fiscal Year 2026/27 Budget for the Mayor's Youth Council program

STRATEGIC PLAN IMPACT: Goal B – B1.5 Engagement, Outreach, and Communication

BACKGROUND

In April of 2008, the City of Duarte's Mayor's Youth Council (MYC) was established. The MYC is a leadership development program in which teens in grades 8 through 12 are given an opportunity to advise, recommend, assist, and encourage activities to be undertaken for and with teens in the City.

The young people selected to serve will be provided an opportunity to learn and contribute to the community, engage in volunteer activities, network with professionals throughout the community, undertake leadership and training programs, and implement ideas through practical actions and programs in the community. MYC members will also participate in and encourage other teens to participate in programs and activities facilitated out of the Duarte Teen Center and will assist in the creation, development, and implementation of programs and activities for teens at the Teen Center and in the City.

DISCUSSION/ANALYSIS

Prior to tonight's regular City Council Meeting, the Council conducted candidate interviews for the 2026/27 Mayor's Youth Council. It is recommended that the City Council appointment all of the youth candidates this evening to allow for the MYC to meet and convene at the beginning of the upcoming academic school year.

RECOMMENDATION

It is recommended that City Council appoint all of the youth candidates that applied to serve on the 2026/27 Mayor's Youth Council.

FISCAL IMPACT

Funds in the amount of \$4,200 are allocated in the proposed Fiscal Year 2026/27 Budget for the Mayor's Youth Council program.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



AGENDA REPORT

MEETING DATE: June 9, 2026
TO: Mayor and Members of the City Council
FROM: Kristen Petersen, Director of Administrative Services
SUBJECT: Fiscal Year 2026/27 Budget Workshop Highlights
RECOMMENDATION: It is recommended that the City Council approve the 2026/27 Budget and Five Year Capital Improvement Plan
FISCAL IMPACT: Total authorized expenditures of \$30,820,400 for FY 2026/27
STRATEGIC PLAN IMPACT: Goal D – D2.2 Financial Sustainability

BACKGROUND

The City Council held a Capital Improvement Project (“CIP”) Workshop on April 14, 2026, and then held the FY 2026/27 Budget Workshop on May 5, 2026. The recommended budget and Capital Improvement Plan aim to include information and general direction that was provided at these two workshops and will be discussed and described in more detail below.

DISCUSSION/ANALYSIS

General Fund

Since the Budget Workshop, a handful of updates and changes were made. For example, based on the most updated sales tax data provided by HdL, staff has decided to be even more conservative and reduce our 2026/27 sales tax projection from a 5% increase to a 2% increase. The largest change to expenses was based on discussions at the Budget Workshop where staff was directed to include \$800,000 for the estimated cost of a new parking lot for the Duarte Park Phase II project.

The 2026/27 General Fund budget, as recommended, includes a deficit of \$4.5 million. The primary impact is the Duarte Park Phase II project, which is budgeted at \$5.2 million in General Funds (\$2.1M former ARPA fund balance and \$3.1M unassigned general fund balance) and \$273,000 of Park Development Grant funds. If this budget were approved as recommended, Unassigned General Fund balance at year-end of 2026/27 would be \$27 million, which covers 88% of current year General Fund expenses.

Total General Fund revenues for 2026/27 are projected to be \$26.3 million, which is \$2.4 million less than the 2025/26 estimated revenues. Noteworthy revenue issues are as follows:

- As discussed at the Budget Workshop, in 2025/26 the City received more than \$5.7 million in plan check and building permit fees related to projects at the City of Hope, Vallarta Market

and the Crestfield development. In fiscal year 2026/27, we are projecting a more average year of \$2.5 million, explaining the majority of the reduced revenue projection.

- On the positive side we are projecting a five percent increase in Property Tax revenues and a two percent increase in Sales Tax revenues. This is a more conservative increase assumption than prior years, but still generates more than \$357,000 in new revenues.

Total General Fund expenditures are projected to be \$30.8 million. This is \$3.5 million more than 2025/26 estimated expenditures. However, as noted above this includes \$5.2 million in General Funds for the Duarte Park Phase II project, so all other expenditures total \$25.6 million which is \$1.7 million less than 2025/26 expenditures. Noteworthy General Fund expenditure issues are as follows:

- The City Manager's budget includes \$100,000 needed for the election services of the November 2026 Council election.
- The LA County Sheriff's Contract for fiscal year 2026/27 includes an estimated annual cost increase of 2.5% and liability surcharge of 14.5%, resulting in a \$177,000 increase in the Public Safety budget.
- Based on the recent workshop to discuss the Animal Control program, we have included a budget of \$93,000 to contract with Pasadena Humane Society and a budget of \$23,000 for our share of a contract with the Department of Fish and Wildlife.
- The recommended 2026/27 budget for Community Development includes \$1 million less than the current year budget, largely due to the fact that we are projecting less plan check and building permit activity and therefore less building department service costs.
- The Parks and Recreation Department budget includes \$400,000 for the replacement of the south yard modular office building. Based on the discussions at the Capital Improvement Plan and Budget Workshops, the budget includes \$5.2 million for the construction of the Duarte Park Renovation Phase 2 (Playground, Dog Park, basketball courts, parking lot). Another \$273,000 will be funded from the Park Development fund. We also have reduced expenses by approximately \$50,000 with the decision to return to a seasonal closure of the pool in order to reduce costs and extend the life of the pool until we can secure funding for the much needed pool renovation project.
- In the Administrative Services budget, the City's liability insurance through California JPIA increased by more than \$130,000, while workers compensation insurance went down by \$27,000. This year includes an increase of approximately \$160,000 for the CalPERS retirement unfunded liability payments, which is based on the most recent CalPERS actuarial study.

Other Funds

The following projects are highlights for City funds other than the General Fund that will be funded in 2026/27 as discussed at the CIP workshop.

- \$430,000 has been allocated from the Gas Tax fund for the Huntington Drive at Las Lomas traffic signal.
- SB1 funds will be used to fund \$600,000 in the annual street rehabilitation project based on the City's pavement management plan.

- Measure R will fund \$200,000 in annual sidewalk repairs and \$140,000 in annual street slurry street maintenance.
- The Watson Recreation Trail improvement project was approved by Council at the April 14th meeting. Total project costs are projected to be \$1.8 million with \$400,000 coming from Measure M funds and the balance reimbursed by a Federal Appropriation grant.

RECOMMENDATION

It is recommended that the City Council approve the 2026/27 Budget and Five Year Capital Improvement Plan.

FISCAL IMPACT

Total authorized expenditures of \$30,820,400 for FY 2026/27.

ATTACHMENTS

- A. FY 2026/27 Budget
- B. Capital Improvement Plan (CIP) FY 2026/27 – 2029/30

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Summary of Revenues, Expenditures, Transfers and Fund Balance

	<u>Fund Balance</u> <u>June 30, 2026</u>	<u>Revenues</u>	<u>Transfers In</u>	<u>Total</u> <u>Available</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Total</u> <u>Deductions</u>	<u>Fund Balance</u> <u>June 30, 2027</u>
GENERAL FUND	34,500,400	26,304,600	0	60,805,000	29,701,500	1,118,900	30,820,400	29,984,600
SPECIAL REVENUE FUNDS								
State Gasoline Tax	2,347,400	784,800	0	3,132,200	1,207,320	0	1,207,320	1,924,880
SB1/RMRA	365,300	719,900	0	1,085,200	720,000	0	720,000	365,200
Landscaping & Lighting	27,900	1,018,800	898,000	1,944,700	1,970,000	0	1,970,000	(25,300)
Community Dev. Block Grant	0	109,000	0	109,000	109,000	0	109,000	0
Supplemental Law Enf.	0	217,200	0	217,200	217,200	0	217,200	0
Bicycle & Ped. Safety	0	20,000	0	20,000	20,000	0	20,000	0
Air Quality Mgmt.	149,900	35,600	0	185,500	35,000	0	35,000	150,500
Park Development Grant	78,600	618,000	0	696,600	273,400	0	273,400	423,200
Quimby Act	317,400	2,700	0	320,100	0	0	0	320,100
Proposition A	1,442,000	684,000	0	2,126,000	562,300	0	562,300	1,563,700
Proposition C	647,800	547,800	0	1,195,600	443,300	0	443,300	752,300
Measure R	454,500	409,800	0	864,300	438,000	0	438,000	426,300
Measure M	573,100	472,400	0	1,045,500	751,200	0	751,200	294,300
Measure W	559,800	275,000	0	834,800	250,000	0	250,000	584,800
Subtotal	<u>6,963,700</u>	<u>5,915,000</u>	<u>898,000</u>	<u>13,776,700</u>	<u>6,996,720</u>	<u>0</u>	<u>6,996,720</u>	<u>6,779,980</u>
CAPITAL PROJECT FUNDS								
Community Improvement	458,200	3,539,000	0	3,997,200	3,600,000	0	3,600,000	397,200
Inclusionary Housing	605,700	21,000	0	626,700	0	0	0	626,700
Housing Authority	6,665,100	207,000	0	6,872,100	57,600	0	57,600	6,814,500
Subtotal	<u>7,729,000</u>	<u>3,767,000</u>	<u>0</u>	<u>11,496,000</u>	<u>3,657,600</u>	<u>0</u>	<u>3,657,600</u>	<u>7,838,400</u>
DEBT SERVICE FUNDS								
Infrastructure Modernization	0	0	220,900	220,900	220,900	0	220,900	0
Subtotal	<u>0</u>	<u>0</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>	<u>0</u>	<u>220,900</u>	<u>0</u>
TOTAL ALL FUNDS	<u>49,193,100</u>	<u>35,986,600</u>	<u>1,118,900</u>	<u>86,298,600</u>	<u>40,576,720</u>	<u>1,118,900</u>	<u>41,695,620</u>	<u>44,602,980</u>

	FY 2024-25	FY 2025-26	FY 2025-26	FY 2026-27
	ACTUAL	BUDGET	EST. ACTUAL	BUDGET
GENERAL FUND				
Taxes	16,108,780	15,749,000	15,750,000	16,205,000
Licenses and Permits	1,593,993	2,793,000	2,768,000	1,887,000
Fines and Forfeitures	381,646	350,000	385,000	382,000
Use of Money and Property	1,774,952	1,616,500	1,472,800	1,470,000
Intergovernmental - State	3,355,394	3,389,000	3,563,200	3,710,700
Service Charges - Parks and Rec.	322,484	357,900	304,900	333,200
Service Charges - Other	970,602	3,452,500	3,445,000	1,283,500
Miscellaneous	1,824	3,500	3,600	3,000
Reimbursements	958,033	917,100	981,500	1,030,200
Transfers In	0	0	0	0
Subtotal	25,467,706	28,628,500	28,674,000	26,304,600
SPECIAL REVENUE FUNDS				
State Gasoline Tax	762,282	783,700	785,100	784,800
SB1/RMRA	677,322	668,700	658,500	719,900
Landscaping & Lighting	1,934,308	1,893,300	1,893,300	1,916,800
Community Development Block Grant	114,908	141,000	141,000	109,000
PAEG Fees	36,991	0	0	0
Supplemental Law Enforcement	197,181	208,300	209,000	217,200
Bicycle and Pedestrian Safety	23,416	18,900	18,900	20,000
Air Quality Management	36,816	35,000	36,300	35,600
Park Development Grant	65,733	106,200	436,000	618,000
Quimby Act	2,934	294,600	243,100	2,700
Transportation - Prop A	658,832	668,500	679,500	684,000
Transportation - Prop C	524,858	534,100	541,100	547,800
Measure R	404,438	406,700	406,700	409,800
Measure M	468,208	470,400	469,400	472,400
Measure W	271,528	270,000	268,000	275,000
Subtotal	6,179,756	6,499,400	6,785,900	6,813,000
CAPITAL PROJECT FUNDS				
Community Improvement	527,937	4,224,000	4,246,000	3,539,000
Inclusionary Housing	22,923	20,500	25,000	21,000
Housing Authority	223,543	201,000	237,000	207,000
Subtotal	774,404	4,445,500	4,508,000	3,767,000
DEBT SERVICE FUNDS				
Infrastructure Modernization	220,837	220,900	220,900	220,900
Subtotal	220,837	220,900	220,900	220,900
Total All Funds	32,642,703	39,794,300	40,188,800	37,105,500

	FY 2024-25	FY 2025-26	FY 2025-26	FY 2026-27
	ACTUAL	BUDGET	EST. ACTUAL	BUDGET
GENERAL FUND				
City Council	208,425	232,100	235,400	238,400
City Manager/City Clerk	1,055,387	1,128,300	1,127,200	1,284,900
Legal Services	327,892	450,000	450,000	465,000
Comm. Promotions & Memberships	476,946	435,700	433,800	438,400
Public Safety	7,787,987	8,158,600	8,158,200	8,439,600
Community Development	4,593,908	3,805,700	3,806,500	2,526,300
Field Services & Sports Park	922,840	1,114,000	1,114,200	1,179,800
Parks and Recreation	2,433,131	2,838,700	2,858,700	2,489,000
Facilities Maintenance	1,626,549	2,524,200	2,523,400	6,858,300
Administrative Services	5,130,925	5,481,500	5,485,400	5,781,800
Transfers Out	1,168,214	1,100,900	1,100,900	1,118,900
Subtotal	25,732,203	27,269,700	27,293,700	30,820,400
SPECIAL REVENUE FUNDS				
State Gasoline Tax	687,717	831,400	832,800	1,207,320
SB1/RMRA	978,709	840,000	840,000	720,000
Landscaping & Lighting	1,964,966	1,940,200	1,940,600	1,970,000
CDBG	114,908	141,000	141,000	109,000
PAEG Fees	0	0	37,000	0
Supplemental Law Enforcement	197,181	208,300	209,000	217,200
Bicycle and Pedestrian Safety	23,416	18,900	18,900	20,000
Air Quality Management	37,212	35,000	35,000	35,000
Park Development Grant	249,020	106,200	94,000	273,400
Quimby Act	0	0	0	0
Transportation - Prop A	486,184	490,600	490,600	562,300
Transportation - Prop C	391,650	391,900	391,900	443,300
Measure R	491,072	440,500	443,400	438,000
Measure M	715,718	588,000	609,600	751,200
Measure W	234,159	193,000	193,000	250,000
Subtotal	6,571,911	6,225,000	6,276,800	6,996,720
CAPITAL PROJECTS FUND				
Community Improvement	481,455	4,217,000	4,217,000	3,600,000
Inclusionary Housing	0	0	0	0
Housing Authority	30,030	82,600	82,600	57,600
Subtotal	511,484	4,299,600	4,299,600	3,657,600
DEBT SERVICE FUNDS				
Infrastructure Modernization	220,837	220,900	220,900	220,900
Subtotal	220,837	220,900	220,900	220,900
Total All Funds	33,036,436	38,015,200	38,091,000	41,695,620

	FY 2025-26		FY 2026-27	
	Full-Time	Part-Time	Full-Time	Part-Time
CITY MANAGER/CITY CLERK				
City Manager	1.00	0.00	1.00	0.00
City Clerk	1.00	0.00	1.00	0.00
Assistant to the City Manager	1.00	0.00	1.00	0.00
Management Analyst	1.00	0.00	1.00	0.00
Deputy City Clerk	1.00	0.00	1.00	0.00
Department Total	5.00	0.00	5.00	0.00
PUBLIC SAFETY				
Director of Public Safety Services	1.00	0.00	1.00	0.00
Public Safety Manager	1.00	0.00	1.00	0.00
Sr Code Compliance/Animal Control Off.	2.00	0.00	2.00	0.00
Code Compliance/Animal Control Off.	1.00	0.00	1.00	0.00
Crime Prevention Specialist	1.00	0.00	1.00	0.00
Public Safety Outreach Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Clerk/Typist Receptionist	1.00	0.00	1.00	0.00
Community Services Officer	0.00	3.50	0.00	2.50
Animal Control Officer	0.00	1.00	0.00	1.00
College Intern	0.00	1.00	0.00	0.50
Department Total	9.00	5.50	9.00	4.00
PARKS & RECREATION				
Director of Parks & Recreation	1.00	0.00	1.00	0.00
Recreation Manager	1.00	0.00	1.00	0.00
Recreation Supervisor	4.00	0.00	3.00	0.00
Recreation Coordinator	1.00	0.00	2.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Recreation Specialist	0.00	1.50	0.00	2.00
Recreation Leader	0.00	11.25	0.00	10.50
Aerobic Instructor	0.00	0.50	0.00	0.25
Lifeguard/Instructor	0.00	3.25	0.00	3.50
Computer Lab Instructor	0.00	0.50	0.00	0.50
Boxing Trainer	0.00	0.75	0.00	0.50
Assistant Boxing Trainer	0.00	1.25	0.00	1.25
Department Total	8.00	19.00	8.00	18.50

	FY 2025-26		FY 2026-27	
	Full-Time	Part-Time	Full-Time	Part-Time
FACILITY MAINTENANCE				
Facilities Maintenance Supervisor	1.00	0.00	1.00	0.00
Custodian	0.00	5.50	0.00	5.50
Department Total	1.00	5.50	1.00	5.50
COMMUNITY DEVELOPMENT				
Director of Community Development	1.00	0.00	1.00	0.00
Planning Manager	1.00	0.00	1.00	0.00
Associate Planner	2.00	0.00	2.00	0.00
Public Works Manager	1.00	0.00	1.00	0.00
Assistant Civil Engineer	2.00	0.00	2.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Building Permit Technician	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	9.00	0.50	9.00	0.50
FIELD SERVICES				
Field Services Manager	1.00	0.00	1.00	0.00
Maintenance Technician	4.00	0.00	4.00	0.00
Maintenance Lead Worker	1.00	0.00	1.00	0.00
Department Total	6.00	0.00	6.00	0.00
ADMINISTRATIVE SERVICES				
Asst. City Manager/Dir.of Admin Services	1.00	0.00	1.00	0.00
Financial Services Manager	1.00	0.00	1.00	0.00
Transportation Supervisor	1.00	0.00	1.00	0.00
Accountant	1.00	0.00	1.00	0.00
Accounting Specialist	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Human Resources Specialist	1.00	0.00	1.00	0.00
Payroll Specialist	1.00	0.00	1.00	0.00
Department Total	8.00	0.00	8.00	0.00
CITY TOTAL	46.00	30.50	46.00	28.50

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Taxes					
100-4001	General Property Tax	3,428,640	3,375,000	3,375,000	3,532,000
100-4002	Sales and Use Tax - 19061	5,867,687	5,600,000	5,600,000	5,900,000
100-4003	Franchise Tax	1,481,813	1,490,000	1,490,000	1,553,000
100-4004	Business License Tax	391,440	360,000	360,000	380,000
100-4005	Transient Occupancy Tax	809,754	734,000	750,000	765,000
100-4006	Real Property Transfer Tax	77,301	90,000	75,000	75,000
100-4008	Sales and Use Tax - 783	4,052,144	4,100,000	4,100,000	4,000,000
	Total Taxes	<u>16,108,779</u>	<u>15,749,000</u>	<u>15,750,000</u>	<u>16,205,000</u>
Licenses and Permits					
100-4201	Building Permits	1,320,450	2,512,000	2,512,000	1,500,000
100-4202	Engineering Permits	107,742	100,000	75,000	200,000
100-4203	Industrial Waste Permits	65,223	62,000	62,000	65,000
100-4204	Animal Licenses	49,588	65,000	65,000	70,000
100-4205	Parking Permits	49,306	52,000	52,000	50,000
100-4206	Sign Permits	1,685	2,000	2,000	2,000
	Total Licenses and Permits	<u>1,593,994</u>	<u>2,793,000</u>	<u>2,768,000</u>	<u>1,887,000</u>
Fines and Forfeitures					
100-4301	Traffic Fines	20,917	20,000	20,000	22,000
100-4302	Parking Citations	304,555	300,000	285,000	320,000
100-4303	Other Fines	56,174	30,000	80,000	40,000
	Total Fines and Forfeitures	<u>381,646</u>	<u>350,000</u>	<u>385,000</u>	<u>382,000</u>
Use of Money & Property					
100-4401	Interest Earnings	1,316,961	1,220,000	1,203,000	1,237,000
100-4402	Community Center Rentals	24,362	29,000	29,000	30,000
100-4403	Swimming Pool Rentals	15,488	12,000	25,000	14,000
100-4404	Other Building Rentals	12,341	12,500	9,700	12,000
100-4405	Chamber Building Rental	-	6,000	6,000	6,000
100-4406	Restroom & Gazebo Rentals	25,391	27,500	26,600	6,000
100-4407	Sports Field Rentals	26,213	39,000	39,000	26,000
100-4408	Property Rental	150,769	134,500	134,500	139,000
100-4409	Sale Of Property	0	0	0	0
100-4411	Interest (GASB 31)	203,429	136,000	0	0
	Total Use of Money & Property	<u>1,774,954</u>	<u>1,616,500</u>	<u>1,472,800</u>	<u>1,470,000</u>

General Fund Revenues and Reimbursements, *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Intergovernmental					
100-4503	Other Federal Grants	0	0	74,000	190,000
100-4601	Motor Vehicle License Fees	3,027,922	3,100,000	3,174,000	3,332,700
100-4604	Public Safety Augmentation	153,413	155,000	155,000	150,000
100-4611	Grant Programs	0	0	0	0
100-4613	Other State Grants	164,345	104,000	130,000	32,000
100-4615	Recycling Grant	9,171	6,000	6,200	6,000
100-4618	Local Grants	543	24,000	24,000	0
	Total Intergovernmental	3,355,394	3,389,000	3,563,200	3,710,700
Service Charges - Parks and Recreation					
100-4801	Adult & Youth Recreation Class Fees	91,299	86,000	86,000	88,000
100-4802	Racquetball Court Fees	1,978	2,000	900	0
100-4803	Open Swim Fees	11,945	14,500	14,500	8,000
100-4804	Swim Team Fees	1,995	13,500	0	0
100-4805	Fitness Center Fees	4,111	4,500	4,500	1,800
100-4806	Adult Excursion Fees	20,461	31,200	14,000	28,800
100-4807	Health Membership Fees	32,415	33,300	35,000	38,000
100-4808	Swim Lesson Fees	39,643	44,500	44,500	42,900
100-4809	Sports Program Fees	22,035	25,600	20,000	22,300
100-4810	Teen Center Fees	3,390	5,200	2,500	7,700
100-4811	Boxing Fees	8,952	13,100	4,000	13,400
100-4812	Senior Center Fees	21,332	22,400	21,500	18,000
100-4813	Other Park & Recreation Fees	4,119	5,000	3,900	3,000
100-4814	Teen Excursion Fees	805	3,500	0	3,500
100-4815	Day Camp Fees	47,971	44,400	44,400	47,000
100-4816	Senior Recreation Class Fees	10,033	9,200	9,200	10,800
	Total Service Charges - P&R	322,484	357,900	304,900	333,200
Service Charges - Other					
100-4901	Plan Check Fees	482,166	3,200,000	3,200,000	1,000,000
100-4902	Waste Management Fees	85,707	88,000	88,000	92,000
100-4903	Business Lic Application Fees	11,865	11,000	11,000	15,000
100-4904	Zoning Fees	149,400	50,000	40,000	60,000
100-4905	DUI Fees	2,442	1,000	1,000	1,000
100-4907	Auto Impound Fees	5,880	2,500	5,000	5,500
	Total Service Charges - Other	737,460	3,352,500	3,345,000	1,173,500

General Fund Revenues and Reimbursements, *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Miscellaneous					
100-5002	Card Convenience Fee	0	0	0	10,000
100-5004	Other Revenue	233,142	100,000	100,000	100,000
100-5005	Taxable Sales	7	0	100	0
100-5006	Concerts in the Park	1,817	3,500	3,500	3,000
	Total Miscellaneous	234,966	103,500	103,600	113,000
Reimbursements					
100-5007	Gain on Sale of Land	0	0	0	0
100-5012	Gain on Sale of Vehicle	40,199	0	0	0
100-5014	Lessor Lease Clearing	0	0	0	0
100-5015	Other Financing Source - Lease Finance	290,075	0	0	0
100-5102	Reimbursements - Gas Tax	112,884	135,900	138,800	201,200
100-5103	Reimbursements - Prop. A & C	137,700	147,000	147,000	167,600
100-5105	Reimb. - Landscaping & Lighting	343,200	343,200	343,200	343,200
100-5106	Reimbursements - Measure R	81,845	71,000	73,900	73,000
100-5107	Reimbursements - AQMD	0	0	0	0
100-5108	Reimbursements - Measure M	119,286	80,000	101,600	125,200
100-5109	Reimbursements - SB1/RMRA	163,118	140,000	140,000	120,000
100-5110	Reimbursements - Miscellaneous	0	0	37,000	0
100-6911	Transfer In - Other	0	0	0	0
	Total Reimbursements	1,288,307	917,100	981,500	1,030,200
	Total General Fund Revenue	25,797,984	28,628,500	28,674,000	26,304,600

City Council

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1005-7002	Regular Salaries	82,218	98,300	98,300	98,300
	Total Salaries	82,218	98,300	98,300	98,300
Fringe Benefits					
1005-7071	Health Insurance	83,434	82,200	83,100	86,200
1005-7072	Retirement	3,258	1,800	3,800	3,800
1005-7073	Disability Insurance	446	500	400	400
1005-7074	Life Insurance	128	200	100	100
1005-7075	Vision	1,418	1,400	1,400	1,500
1005-7077	Medicare	1,109	1,400	1,400	1,400
1005-7078	Dental	9,312	8,800	8,900	9,200
	Total Fringe Benefits	99,105	96,300	99,100	102,600
	Total Personnel	181,323	194,600	197,400	200,900
Services and Supplies					
1005-7614	Office Supplies	0	1,000	1,000	1,000
1005-7640	Council Expenses - Garcia	5,373	5,500	5,500	5,000
1005-7641	Council Expenses - Martin Del Campo	2,510	5,000	5,500	5,500
1005-7642	Council Expenses - Finlay	5,000	5,000	5,000	5,000
1005-7643	Council Expenses - Truong	5,256	5,000	5,000	5,000
1005-7644	Council Expenses - Schulz	675	0	0	0
1005-7647	Council Expenses - Calderon	624	5,000	5,000	5,000
1005-7648	Council Expenses - Kang	4,032	5,000	5,000	5,000
1005-7650	Council Expenses - Lewis	3,161	5,000	5,000	5,000
1005-7980	Other Expenses	471	1,000	1,000	1,000
	Total Services and Supplies	27,102	37,500	38,000	37,500
	Total City Council	208,425	232,100	235,400	238,400

City Manager/City Clerk

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1010-7002	Regular Salaries	649,006	695,800	692,800	742,700
1010-7003	Part-Time/Temp Salaries	0	17,400	17,000	19,000
1010-7030	Overtime	1,991	1,000	3,300	3,000
	Total Salaries	650,997	714,200	713,100	764,700
Fringe Benefits					
1010-7071	Health Insurance	72,368	76,100	77,000	79,900
1010-7072	Retirement	66,024	72,700	72,000	75,900
1010-7073	Disability Insurance	3,246	3,400	3,300	3,500
1010-7074	Life Insurance	891	1,100	1,100	1,100
1010-7075	Vision	734	800	800	800
1010-7076	Tuition Reimbursement	3,500	3,500	3,500	3,500
1010-7077	Medicare	9,229	10,400	10,300	11,000
1010-7078	Dental	5,006	4,800	4,800	5,000
	Total Fringe Benefits	160,998	172,800	172,800	180,700
	Total Personnel	811,995	887,000	885,900	945,400
Services and Supplies					
1010-7610	Travel, Meetings and Conferences	20,999	19,000	19,000	20,000
1010-7612	Publications	10,177	12,000	12,000	12,000
1010-7614	Office Supplies	628	2,000	2,000	2,000
1010-7650	Vehicle Maintenance	0	0	0	0
1010-7651	Election Services	62,935	0	0	100,000
1010-7670	Legal Notices	24,040	30,000	30,000	40,000
1010-7685	Technology Services	26,275	27,000	27,000	30,500
1010-7965	Professional Expenses	79,673	106,300	106,300	110,000
1010-7980	Other Expenses	18,664	45,000	45,000	25,000
	Total Services and Supplies	243,391	241,300	241,300	339,500
	Total City Manager/City Clerk	1,055,386	1,128,300	1,127,200	1,284,900

Legal Services

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1015-7680	City Attorney	81,653	100,000	120,000	120,000
1015-7682	Labor Counsel	15,403	30,000	40,000	80,000
1015-7684	Code Enforcement	210,741	250,000	250,000	225,000
1015-7686	Other Legal Services	20,096	70,000	40,000	40,000
	Total Services and Supplies	<u>327,893</u>	<u>450,000</u>	<u>450,000</u>	<u>465,000</u>
	Total Legal Services	<u><u>327,893</u></u>	<u><u>450,000</u></u>	<u><u>450,000</u></u>	<u><u>465,000</u></u>

Community Promotions and Memberships

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1020-7710	Chamber of Commerce	110,000	94,600	94,200	94,600
1020-7711	Employee Recognition Committee	21,121	22,000	24,000	25,000
1020-7712	Community Information	130,865	30,000	30,000	35,000
1020-7713	Duarte Historical Museum	17,709	8,000	8,000	14,300
1020-7716	Special Community Events	72,386	85,000	93,000	65,100
1020-7717	Route 66 Parade	0	22,000	11,200	65,000
1020-7718	City Newsletter	0	0	0	0
1020-7719	Volunteer Recognition	3,193	4,000	3,500	3,500
1020-7720	PEG Channel & Public Access	18,879	0	0	0
1020-7721	Public Art	0	60,000	60,000	24,000
1020-7722	City Website	15,727	18,000	18,000	17,000
1020-7724	Post Office Parking	19,122	19,000	20,300	20,300
1020-7726	Council Cablecasting	6,065	7,000	7,000	7,000
1020-7980	Other Expenses	15,083	15,000	15,000	15,000
	Total Services and Supplies	430,150	384,600	384,200	385,800
	Total Community Promotions	430,150	384,600	384,200	385,800
Memberships					
Services and Supplies					
1025-7696	SGV Council of Government	15,206	16,200	16,100	17,000
1025-7698	SCAG	3,241	3,900	3,500	3,900
1025-7699	League of California Cities	11,162	11,500	11,500	11,700
1025-7700	SGV Economic Partnership	3,000	3,400	3,000	3,000
1025-7701	Area D Civil Defense	1,287	1,900	1,900	2,300
1025-7702	National League of Cities	2,190	2,300	2,300	2,400
1025-7703	Contract Cities Association	3,898	4,000	4,700	5,000
1025-7705	LAFCO Membership	877	1,000	900	1,000
1025-7706	MADIA	300	300	300	300
1025-7707	LARA membership	5,635	6,600	5,400	6,000
	Total Services and Supplies	46,796	51,100	49,600	52,600
	Total Memberships	46,796	51,100	49,600	52,600
	Total Community Prom. & Member.	476,946	435,700	433,800	438,400

Public Safety Department

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1205-7002	Regular Salaries	873,786	920,500	912,000	946,600
1205-7003	Part-Time/Temp Salaries	195,455	253,800	216,000	158,000
1205-7030	Overtime	59,446	68,000	68,000	35,000
	Total Salaries	<u>1,128,687</u>	<u>1,242,300</u>	<u>1,196,000</u>	<u>1,139,600</u>
Fringe Benefits					
1205-7071	Health Insurance	129,334	113,700	152,000	157,000
1205-7072	Retirement	106,175	111,300	107,300	109,500
1205-7073	Disability Insurance	5,226	4,400	4,400	4,600
1205-7074	Life Insurance	1,331	1,500	1,400	1,500
1205-7075	Vision	1,563	1,700	1,800	1,900
1205-7076	Tuition Reimbursement	1,608	0	0	0
1205-7077	Medicare	16,099	17,000	16,200	16,000
1205-7078	Dental	10,263	10,600	11,200	11,600
	Total Fringe Benefits	<u>271,599</u>	<u>260,200</u>	<u>294,300</u>	<u>302,100</u>
	Total Personnel	<u>1,400,286</u>	<u>1,502,500</u>	<u>1,490,300</u>	<u>1,441,700</u>

Public Safety, Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1205-7610	Travel, Meetings and Conferences	7,694	8,500	8,500	9,000
1205-7612	Publications	3,425	4,000	4,000	4,000
1205-7613	Duplication and Photos	1,036	2,000	2,000	2,000
1205-7614	Office Supplies	3,187	3,500	3,500	3,500
1205-7615	Emergency Supplies	47,699	37,000	37,000	32,000
1205-7636	Uniforms	5,449	4,500	4,500	4,500
1205-7650	Vehicle Maintenance	39,727	40,000	44,000	40,000
1205-7655	Emergency Services	254,945	40,500	60,500	46,000
1205-7660	Other Services	0	41,000	24,000	46,000
1205-7694	Public Safety Commission	199	200	200	200
1205-7760	Homeless Outreach Program	15,043	14,500	14,500	17,500
1205-7761	Parking Enforcement	95,130	110,000	100,000	340,000
1205-7762	Parking Pass Kiosk	1,753	6,000	6,000	5,000
1205-7779	Youth Programs	30,583	54,500	54,500	51,600
1205-7780	Animal Control	90,760	102,000	102,000	111,000
1205-7781	Contract Law Enforcement	5,375,888	5,692,000	5,692,000	5,869,000
1205-7782	Crossing Guard Contract	57,933	85,000	80,000	80,000
1205-7783	GAPP Program / A-Team Program	99,004	92,700	92,700	95,100
1205-7784	Prisoner Maintenance	786	3,000	3,000	2,000
1205-7787	Public Safety Center Lease	109,534	170,000	170,000	173,000
1205-7814	Nuisance Abatement	695	5,000	5,000	5,000
1205-7823	Code/Animal Control Data System	9,602	10,500	10,500	11,000
1205-7887	Repairs and Maintenance	1,518	3,500	3,500	3,500
1205-7980	Other Expenses	28,545	37,200	40,000	33,000
	Total Services and Supplies	6,280,135	6,567,100	6,561,900	6,983,900
Capital Outlay					
1205-8030	Other Equipment	107,564	3,000	20,000	13,000
1205-8100	Other Capital Improvements	0	86,000	86,000	1,000
	Total Capital Outlay	107,564	89,000	106,000	14,000
	Total Public Safety	7,787,985	8,158,600	8,158,200	8,439,600

Community Development Department

Community Development

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1405-7002	Regular Salaries	1,057,182	1,063,000	1,056,000	1,080,200
1405-7003	Part-Time/Temp Salaries	2,787	0	0	25,000
1405-7030	Overtime	865	1,000	1,000	1,000
	Total Salaries	1,060,834	1,064,000	1,057,000	1,106,200
Fringe Benefits					
1405-7071	Health Insurance	137,751	154,200	134,000	138,800
1405-7072	Retirement	107,927	110,000	110,000	99,700
1405-7073	Disability Insurance	6,180	5,200	5,200	5,300
1405-7074	Life Insurance	1,629	1,700	1,700	1,700
1405-7075	Vision	1,447	1,800	1,600	1,600
1405-7076	Tuition Reimbursement	0	7,000	7,000	7,000
1405-7077	Medicare	15,103	15,400	15,300	16,000
1405-7078	Dental	9,556	11,400	9,700	10,000
	Total Fringe Benefits	279,593	306,700	284,500	280,100
	Total Personnel	1,340,427	1,370,700	1,341,500	1,386,300
Services and Supplies					
1405-7610	Travel, Meetings and Conferences	1,196	10,000	45,000	12,000
1405-7612	Publications	2,025	8,000	8,000	10,000
1405-7613	Duplication and Photos	112	3,000	3,000	1,000
1405-7614	Office Supplies	2,310	10,000	10,000	10,000
1405-7650	Vehicle Maintenance	1,865	3,000	3,000	3,000
1405-7690	Planning Commission	2,321	6,000	6,000	6,000
1405-7800	Building Department Services	529,122	1,500,000	1,500,000	500,000
1405-7801	Industrial Waste Inspections	26,973	25,000	25,000	25,000
1405-7965	Professional Services	131,447	30,000	58,000	170,000
1405-7967	Public Works Inspections	0	0	0	0
1405-7969	City Engineer	70,455	120,000	120,000	120,000
1405-7975	Economic Development Expenses	86,727	100,000	100,000	140,000
1405-7980	Other Expenses	41,727	130,000	130,000	93,000
1405-8100	Other Capital Improvements	2,357,201	490,000	457,000	50,000
	Total Services and Supplies	3,253,481	2,435,000	2,465,000	1,140,000
	Total Community Development	4,593,908	3,805,700	3,806,500	2,526,300

Community Development Department, *Continued*

Field Services

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1410-7002	Regular Salaries	411,309	430,900	429,000	475,100
1410-7030	Overtime	8,791	2,000	0	3,000
	Total Salaries	420,100	432,900	429,000	478,100
Fringe Benefits					
1410-7071	Health Insurance	77,962	108,200	104,000	86,200
1410-7072	Retirement	41,186	47,200	45,000	48,300
1410-7073	Disability Insurance	2,416	2,300	2,100	2,400
1410-7074	Life Insurance	615	800	700	800
1410-7075	Vision	934	1,100	1,300	1,200
1410-7076	Tuition Reimbursement	2,549	7,000	7,000	7,000
1410-7077	Medicare	6,023	6,700	6,200	6,900
1410-7078	Dental	6,271	7,200	8,300	7,600
	Total Fringe Benefits	137,956	180,500	174,600	160,400
	Total Personnel	558,056	613,400	603,600	638,500
Services and Supplies					
1410-7610	Travel, Meetings and Conferences	4,762	5,000	5,000	7,000
1410-7612	Publications	1,685	2,500	2,500	2,500
1410-7614	Office Supplies	521	2,000	2,000	2,000
1410-7621	Other Supplies	694	1,500	1,500	1,500
1410-7630	Equipment Rentals	343	3,000	3,000	3,000
1410-7636	Uniforms	2,750	7,500	7,500	7,500
1410-7650	Vehicle Maintenance	53,822	40,000	50,000	40,000
1410-7656	Emergency Generator	6,765	11,000	11,000	11,000
1410-7810	Street Sweeping	1,524	1,500	1,500	1,500
1410-7814	Graffiti Removal	41,880	70,000	70,000	70,000
1410-7815	Brush Clearance	31,801	90,000	90,000	90,000
1410-7887	Repairs and Maintenance	423	3,000	3,000	3,000
1410-7900	Emergency Cleanup/Maintenance	9,116	5,000	5,000	10,000
1410-7980	Other Expenses	11,512	20,000	20,000	20,000
1410-8030	Other Equipment	2,927	70,000	70,000	30,000
1410-8100	Emergency Capital Projects	21,437	20,000	20,000	105,000
	Total Services and Supplies	191,962	352,000	362,000	404,000
	Total Field Services	750,018	965,400	965,600	1,042,500

Community Development Department, *Continued*

Sports Park

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1415-7661	Sports Park - Other Services	737	600	600	600
1415-7843	Sports Park - Water	88,429	80,000	80,000	65,000
1415-7875	Sports Park - Lighting	15,275	16,000	16,000	16,000
1415-7889	Sports Park - Repairs	27,259	5,000	5,000	7,500
1415-7907	Sports Park - Tree Trimming	0	5,000	5,000	5,200
1415-7916	Sports Park - Landscape	41,121	42,000	42,000	43,000
	Total Services and Supplies	<u>172,821</u>	<u>148,600</u>	<u>148,600</u>	<u>137,300</u>
	Total Field Svcs. & Sports Park	<u>922,839</u>	<u>1,114,000</u>	<u>1,114,200</u>	<u>1,179,800</u>
	Total Community Development	<u>5,516,747</u>	<u>4,919,700</u>	<u>4,920,700</u>	<u>3,706,100</u>

Parks and Recreation Department

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1605-7002	Regular Salaries	489,750	583,000	582,700	561,500
1605-7003	Part-Time/Temp Salaries	0	0	0	0
1605-7010	Playground Supervisor Salaries	164,472	154,000	154,000	154,000
1605-7011	Fitness Center Salaries	217,632	250,000	250,000	248,200
1605-7012	Aquatics Salaries	102,698	146,000	146,000	124,300
1605-7013	Boxing Salaries	58,298	68,000	68,000	80,000
1605-7014	Teen Center Salaries	225,973	205,000	205,000	250,500
1605-7016	Senior Center Salaries	137,436	163,000	163,000	179,700
1605-7030	Overtime	735	2,000	2,000	1,000
	Total Salaries	<u>1,396,994</u>	<u>1,571,000</u>	<u>1,570,700</u>	<u>1,599,200</u>
Fringe Benefits					
1605-7071	Health Insurance	86,022	92,800	104,000	107,300
1605-7072	Retirement	88,558	101,600	88,000	93,800
1605-7073	Disability Insurance	4,430	4,400	4,100	4,300
1605-7074	Life Insurance	1,161	1,400	1,300	1,400
1605-7075	Vision	1,304	1,500	1,500	1,500
1605-7077	Medicare	18,463	23,500	28,000	28,800
1605-7078	Dental	8,635	9,500	9,100	9,400
	Total Fringe Benefits	<u>208,573</u>	<u>234,700</u>	<u>236,000</u>	<u>246,500</u>
	Total Personnel	<u>1,605,567</u>	<u>1,805,700</u>	<u>1,806,700</u>	<u>1,845,700</u>

Parks and Recreation, *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1605-7610	Travel, Meetings and Conferences	6,533	9,000	9,000	9,000
1605-7612	Publications	3,437	3,300	3,300	4,000
1605-7614	Office Supplies	3,747	4,000	4,000	4,000
1605-7636	Uniforms	3,630	3,500	4,000	3,800
1605-7650	Vehicle Maintenance	6,435	5,000	3,000	3,000
1605-7653	ActiveNet Fees	23,516	40,000	40,000	25,000
1605-7691	Parks and Recreation Commission	230	1,200	1,200	1,000
1605-7693	Youth Council	3,810	3,700	3,700	4,200
1605-7729	Concerts in the Park	39,458	43,200	43,700	42,800
1605-7730	Special Events	40,037	49,000	49,000	52,400
1605-7732	City Picnic	42,466	33,500	33,500	0
1605-7733	Senior Center	65,463	59,000	59,000	63,000
1605-7734	Fitness Center	13,524	10,600	10,600	13,100
1605-7735	Teen Center	29,572	48,500	48,500	48,000
1605-7736	Adult & Youth Rec Classes	58,463	56,000	56,000	61,600
1605-7737	Adult Excursions	21,270	22,000	22,000	19,500
1605-7738	Teen Excursions	1,820	10,000	10,000	4,500
1605-7739	Publicity	83,288	89,500	89,500	80,000
1605-7740	Day Camps	11,815	11,300	11,300	12,100
1605-7741	Sports/Playground Program	14,381	18,000	18,000	18,700
1605-7742	Parks & Rec Financial Assistance Prog.	0	2,500	2,500	2,500
1605-7745	Boxing Program	7,783	25,100	25,100	14,200
1605-7750	Bus Rentals	12,041	18,200	18,200	18,300
1605-7756	Senior Rec Classes	6,058	6,500	6,500	7,600
1605-7758	Independence Day Celebration	81,827	94,000	94,000	100,000
1605-7965	Professional Services	238,829	356,400	356,400	21,000
1605-7980	Other Expenses	8,131	10,000	10,000	10,000
	Total Services and Supplies	827,564	1,033,000	1,032,000	643,300
	Total Parks and Recreation	2,433,131	2,838,700	2,838,700	2,489,000

Facilities Maintenance

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1610-7002	Regular Salaries	105,793	108,000	108,000	106,200
1610-7003	Part-Time/Temp Salaries	216,128	242,300	242,300	250,200
1610-7030	Overtime	0	0	0	0
	Total Salaries	321,921	350,300	350,300	356,400
Fringe Benefits					
1610-7071	Health Insurance	24,715	26,100	26,400	27,300
1610-7072	Retirement	17,875	19,500	19,500	19,500
1610-7073	Disability Insurance	641	600	600	500
1610-7074	Life Insurance	163	200	200	200
1610-7075	Vision	268	300	300	300
1610-7077	Medicare	4,665	5,200	5,100	5,200
1610-7078	Dental	1,780	1,800	1,800	1,900
	Total Fringe Benefits	50,107	53,700	53,900	54,900
	Total Personnel	372,028	404,000	404,200	411,300
Services and Supplies					
1610-7616	Pool Supplies	14,007	21,000	21,000	10,000
1610-7617	Pool Chemicals	17,856	20,500	20,500	17,700
1610-7618	Building Supplies	99,743	105,000	105,000	105,000
1610-7633	Cable Access	2,533	2,500	2,500	3,000
1610-7636	Uniforms	2,160	3,000	3,000	3,000
1610-7650	Vehicle Maintenance	11,966	13,000	13,000	13,000
1610-7652	Building Maintenance Services	339,929	245,000	245,000	247,800
1610-7660	Other Services	0	0	0	0
	Subtotal	488,194	410,000	410,000	399,500
1610-7836	Water - City Hall	1,723	2,100	2,100	2,200
1610-7837	Water - Community Center	1,804	2,100	2,100	2,300
1610-7838	Water - Fitness Center	37,611	34,400	34,400	25,700
1610-7839	Water - Public Safety Center	1,801	2,100	2,100	2,200
	Total Water	42,939	40,700	40,700	32,400

Facilities Maintenance. *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies, Continued					
1610-7851	Gas - City Hall	2,700	2,200	2,200	2,700
1610-7852	Gas - Community Center	1,896	1,900	2,000	2,200
1610-7853	Gas - Fitness Center	27,677	27,000	27,000	22,000
1610-7854	Gas - Public Safety Center	180	400	400	300
1610-7855	Gas - Senior Center	1,185	1,100	1,100	1,300
1610-7856	Gas - Teen Center	1,096	1,000	1,000	1,200
1610-7858	Gas - Royal Oaks Park Building	881	700	700	700
1610-7859	Gas - Duarte Park Building	650	600	600	600
1610-7860	Gas - Duarte Snack Bar	440	200	500	800
	Total Gas	36,705	35,100	35,500	31,800
1610-7867	Electric - Town Center	68,479	70,000	70,000	73,500
1610-7868	Electric - Public Safety Center	14,136	13,500	13,500	13,900
1610-7869	Electric - Senior Center	29,115	28,500	28,000	28,300
1610-7870	Electric - Teen Center	15,743	15,200	15,200	15,300
1610-7872	Electric - Duarte Park Building	2,263	2,400	2,400	2,300
1610-7873	Electric - Maintenance Yard	5,108	5,000	5,000	5,000
	Total Electric	134,844	134,600	134,100	138,300
1610-8100	Other Capital Improvements	551,838	1,499,800	1,498,900	5,845,000
	Total Other	551,838	1,499,800	1,498,900	5,845,000
	Total Services and Supplies	1,254,520	2,120,200	2,119,200	6,447,000
	Total Facilities Maintenance	1,626,548	2,524,200	2,523,400	6,858,300
	Total Parks and Recreation	4,059,679	5,362,900	5,362,100	9,347,300

Administrative Services Department

Finance

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1805-7002	Regular Salaries	706,863	713,000	747,000	753,000
1805-7003	Part-Time/Temp Salaries	0	0	0	0
1805-7030	Overtime	1,869	1,000	8,000	4,000
	Total Salaries	708,732	714,000	755,000	757,000
Fringe Benefits					
1805-7071	Health Insurance	103,552	118,200	107,500	122,000
1805-7072	Retirement	80,868	83,100	84,000	85,100
1805-7073	Disability Insurance	3,847	3,500	3,500	3,600
1805-7074	Life Insurance	1,044	1,200	1,100	1,200
1805-7075	Vision	1,140	1,300	1,300	1,400
1805-7076	Tuition Reimbursement	0	0	0	0
1805-7077	Medicare	10,085	10,300	10,800	10,900
1805-7078	Dental	7,335	8,200	8,300	8,600
	Total Fringe Benefits	207,871	225,800	216,500	232,800
	Total Personnel	916,603	939,800	971,500	989,800
Services and Supplies					
1805-7610	Travel, Meetings and Conferences	8,769	12,000	10,000	12,000
1805-7612	Publications	1,854	3,000	3,000	3,000
1805-7614	Office Supplies	3,093	3,000	3,000	3,000
1805-7653	Bank Charges	65,539	65,000	65,000	96,000
1805-7654	Audit Services	25,435	93,400	93,000	70,000
1805-7762	Property Tax Collections	46,501	50,000	46,000	50,000
1805-7764	CEC Loan Principal	19,479	10,000	10,000	0
1805-7765	CEC Loan Interest	740	1,500	200	0
1805-7924	Bad Debts	18,000	25,000	25,000	25,000
1805-7965	Professional Services	53,771	52,000	49,200	30,000
1805-7980	Other Expenses	2,943	3,000	3,000	3,000
	Total Services and Supplies	246,124	317,900	307,400	292,000
	Total Finance	1,162,727	1,257,700	1,278,900	1,281,800

Personnel

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
1810-7002	Regular Salaries	84,349	86,000	86,000	86,900
1810-7003	Part-Time/Temp Salaries	0	0	0	0
1810-7030	Overtime	76	0	0	0
	Total Salaries	84,425	86,000	86,000	86,900
Fringe Benefits					
1810-7071	Health Insurance	8,988	10,000	10,000	10,500
1810-7072	Retirement	12,446	12,700	12,700	12,800
1810-7073	Disability Insurance	482	500	500	400
1810-7074	Life Insurance	134	200	200	100
1810-7075	Vision	89	100	100	100
1810-7076	Tuition Reimbursement	0	0	0	0
1810-7077	Medicare	1,225	1,300	1,300	1,300
1810-7078	Dental	630	600	600	700
	Total Fringe Benefits	23,994	25,400	25,400	25,900
	Total Personnel	108,419	111,400	111,400	112,800
Services and Supplies					
1810-7610	Travel, Meetings and Conferences	6,268	7,000	7,000	7,000
1810-7611	Trainings	4,641	10,000	10,000	10,000
1810-7612	Publications	694	1,200	1,200	1,200
1810-7614	Office Supplies	236	1,500	1,500	1,500
1810-7660	Other Services	2,694	5,000	5,000	5,000
1810-7671	Recruiting Advertisements	643	3,000	13,000	5,000
1810-7672	NeoGov	7,489	8,300	8,300	9,100
1810-7673	Physical Exams	584	1,000	1,000	1,000
1810-7774	Unemployment Insurance	14,975	15,000	10,000	10,000
1810-7965	Professional Services	0	60,000	60,000	60,000
1810-7980	Other Expenses	7,706	10,000	10,000	10,000
	Total Services and Supplies	45,930	122,000	127,000	119,800
	Total Personnel	154,349	233,400	238,400	232,600

Information Technology

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1815-7630	Equipment Lease	23,487	0	0	28,000
1815-7631	Equipment Maintenance	0	0	0	0
1815-7632	Software	85,486	92,000	102,000	108,000
1815-7820	Finance Software	73,560	70,000	70,000	70,000
1815-7821	Network & Internet Services	45,478	52,000	45,000	53,000
1815-7830	Telephone Services	32,786	32,000	32,000	27,000
1815-7831	Wireless Phones/Devices	32,172	34,000	34,000	44,000
1815-7965	Professional Services	150,000	165,000	155,000	195,000
1815-7980	Other Expenses	25,850	30,000	30,000	30,000
	Total Services and Supplies	468,819	475,000	468,000	555,000
Capital Outlay					
1815-8011	Computer Equipment	16,009	18,000	18,000	18,000
	Total Capital Outlay	16,009	18,000	18,000	18,000
	Total Information Technology	484,828	493,000	486,000	573,000

Risk Management

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1820-7771	Repair of City Property	-20,118	67,000	70,000	60,000
1820-7772	Liability Coverage	356,256	440,700	440,700	573,000
1820-7773	Worker's Compensation Coverage	215,585	193,500	193,500	166,000
1820-7775	Property Coverage	90,224	108,000	93,000	87,000
1820-7776	Faithful Performance Bond	1,244	1,300	1,300	1,600
	Total Services and Supplies	643,191	810,500	798,500	887,600
	Total Risk Management	643,191	810,500	798,500	887,600

General Services

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
1825-7072	Pension Rate Stabilization Fund	0	55,500	55,500	60,900
1825-7079	Unfunded Liability - PERS	1,457,011	1,660,700	1,660,700	1,821,200
1825-7613	Duplication and Photos	9,946	13,000	13,000	13,000
1825-7614	Office Supplies	558	1,000	2,500	2,000
1825-7626	Postage	13,218	15,000	15,000	15,000
1825-7630	Equipment Rental	26,592	30,000	30,000	30,000
1825-7631	Equipment Maintenance	11,177	10,000	10,000	10,000
1825-7674	Retiree Health Insurance	588,535	660,000	660,000	638,000
1825-7687	Waste Management Services	28,600	5,000	0	0
1825-7688	Oil Recycling Grant	4,278	5,000	5,000	5,000
1825-7747	Beverage Container Recycling	9,171	6,200	6,200	6,000
1825-7782	Admin Support of Debt Service	1,490	1,500	1,500	1,700
1825-7945	Operation of Acq Prop	0	0	0	0
1825-7980	Other Expenses	739	4,000	4,000	4,000
	Total Services and Supplies	<u>2,151,315</u>	<u>2,466,900</u>	<u>2,463,400</u>	<u>2,606,800</u>
	Total General Services	<u>2,151,315</u>	<u>2,466,900</u>	<u>2,463,400</u>	<u>2,606,800</u>
1830-8012	Gain on Sale of Vehicle	40,199	0	0	0
1830-8100	Vehicle Replacement	204,242	220,000	220,000	200,000
1830-8460	Expenditure - Lease Interest	290,075	0	0	0
	Total Vehicle Replacement	<u>534,516</u>	<u>220,000</u>	<u>220,000</u>	<u>200,000</u>
	Total Administrative Services	<u>5,130,926</u>	<u>5,481,500</u>	<u>5,485,200</u>	<u>5,781,800</u>

Transfers Out and Reimbursements

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Transfers Out and Reimbursements					
1905-9020	Transfers Out - Landscaping/Lighting	910,385	880,000	880,000	898,000
1905-9055	Transfers Out - Housing Authority	0	0	0	0
1905-9056	Transfers Out - Infr Mod Loan Pmt	220,837	220,900	220,900	220,900
1905-9060	Transfers Out-Comm Imp	36,992	0	0	0
1905-9071	Transfers Out-AQMD	0	0	0	0
	Total Other Financing Uses	<u>1,168,214</u>	<u>1,100,900</u>	<u>1,100,900</u>	<u>1,118,900</u>
	Total Transfers Out & Reimb.	<u><u>1,168,214</u></u>	<u><u>1,100,900</u></u>	<u><u>1,100,900</u></u>	<u><u>1,118,900</u></u>
	Total General Fund:	<u><u>25,732,201</u></u>	<u><u>27,269,700</u></u>	<u><u>27,273,500</u></u>	<u><u>30,820,400</u></u>

Special Purpose Funds

State Gasoline Tax Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
220-4401	Interest Earnings	100,785	105,500	105,500	95,000
	Total Use of Money and Property	100,785	105,500	105,500	95,000
Intergovernmental - State					
220-4606	Gasoline Tax - 2105	147,118	152,900	152,600	153,600
220-4607	Gasoline Tax - 2106	88,564	90,300	90,500	90,900
220-4608	Gasoline Tax - 2107	195,161	208,500	203,900	205,300
220-4609	Gasoline Tax - 2107.5	5,000	5,000	5,000	5,000
220-4614	Gasoline Tax - 2103 (Prop 42)	225,654	221,500	227,600	235,000
220-5004	Other Revenue	5,125	0	0	0
	Total Intergovernmental - State	666,622	678,200	679,600	689,800
	Total Revenues	767,407	783,700	785,100	784,800

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Gas Tax 2105					
Capital Outlay					
2205-7980	Other Expenses	0	0	0	0
2205-8060	Sidewalk Improvements	2,314	10,000	10,000	10,000
2205-8070	Street Improvements	14,200	15,000	15,000	0
2205-8100	Other Capital Improvements	303,370	70,000	70,000	70,000
	Total Capital Outlay	319,884	95,000	95,000	80,000
	Total Gas Tax 2105	319,884	95,000	95,000	80,000

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Gas Tax 2106					
Capital Outlay					
2210-7811	Street Maintenance	20,705	20,000	20,000	20,000
2210-7812	Street Striping and Marking	76,700	90,000	90,000	90,000
2210-7813	Regulatory Signs	12,106	15,000	15,000	65,000
2210-7890	Repairs - Traffic Signals	88,654	80,000	80,000	80,000
2210-8070	Street Improvements	9,538	10,000	10,000	10,000
2210-8100	Other Capital Improvements	0	89,000	89,000	430,000
	Total Capital Outlay	207,703	304,000	304,000	695,000
	Total Gas Tax 2106	207,703	304,000	304,000	695,000
Gas Tax 2107					
Reimbursements					
2215-8610	Reimbursements - General Fund	112,884	135,900	138,800	201,220
	Total Reimbursements	112,884	135,900	138,800	201,220
	Total Gas Tax 2107	112,884	135,900	138,800	201,220
Gas Tax 2107.5					
Services and Supplies					
2220-7831	Wireless Phones/Devices	0	2,000	1,600	1,600
2220-7980	Other Expenses	0	4,500	3,400	4,500
	Total Services and Supplies	0	6,500	5,000	6,100
	Total Gas Tax 2107.5	0	6,500	5,000	6,100

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Gas Tax - 2103					
Capital Outlay					
2225-7811	Street Maintenance	0	15,000	15,000	15,000
2225-7965	Professional Services	26,916	115,000	115,000	80,000
2225-7980	Other Expenses	2,820	20,000	20,000	20,000
2225-8070	Street Improvements	6,898	10,000	10,000	10,000
2225-8100	Other Capital Improvements	10,612	130,000	130,000	100,000
	Total Capital Outlay	47,246	290,000	290,000	225,000
	Total Gas Tax - 2103	47,246	290,000	290,000	225,000
	Total Expenditures	687,717	831,400	832,800	1,207,320

SB1/RMRA Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money & Property					
225-4401	Interest Earnings	31,771	28,000	30,000	30,000
225-4620	SB1/RMRA	645,551	640,700	628,500	689,900
	Total Use of Money & Property	<u>677,322</u>	<u>668,700</u>	<u>658,500</u>	<u>719,900</u>
	Total Revenues	<u>677,322</u>	<u>668,700</u>	<u>658,500</u>	<u>719,900</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
2250-8060	Sidewalk Improvements	0	0	0	0
2250-8070	Street Improvements	366,756	0	0	0
2250-8100	Other Capital Improvements	448,835	700,000	700,000	600,000
2250-8610	Reimbursements - General Fund	163,118	140,000	140,000	120,000
	Total Capital Outlay	<u>978,709</u>	<u>840,000</u>	<u>840,000</u>	<u>720,000</u>
	Total Expenditures	<u>978,709</u>	<u>840,000</u>	<u>840,000</u>	<u>720,000</u>

Landscaping and Lighting District Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Special Assessments					
240-4101	Landscaping and Lighting Assess.	1,023,923	1,013,300	1,013,300	1,018,800
	Total Special Assessments	<u>1,023,923</u>	<u>1,013,300</u>	<u>1,013,300</u>	<u>1,018,800</u>
Miscellaneous					
240-5004	Other Revenue	0	0	0	0
	Total Miscellaneous	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
240-6901	Transfers In - General Fund	910,385	880,000	880,000	898,000
	Total Other Financing Sources	<u>910,385</u>	<u>880,000</u>	<u>880,000</u>	<u>898,000</u>
	Total Revenues	<u>1,934,308</u>	<u>1,893,300</u>	<u>1,893,300</u>	<u>1,916,800</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Citywide Lighting					
Services and Supplies					
2405-7662	Other Services - Citywide	19,884	12,500	12,500	15,000
2405-7876	Electric - Citywide	207,316	200,000	200,000	200,000
2405-7877	Electric - Traffic Signal	36,102	40,000	40,000	41,500
	Total Electric	<u>263,302</u>	<u>252,500</u>	<u>252,500</u>	<u>256,500</u>

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
2405-7888	Repairs - Citywide	22,827	5,000	5,000	5,000
2405-7890	Repairs - Traffic Signal	0	0	0	0
	Total Repairs and Replacements	22,827	5,000	5,000	5,000
	Total Services and Supplies	286,129	257,500	257,500	261,500
Reimbursements					
2405-8610	Reimbursements - General Fund	94,900	94,900	94,900	94,900
	Total Reimbursements	94,900	94,900	94,900	94,900
	Total Citywide Lighting	381,029	352,400	352,400	356,400
Citywide Landscaping					
Services and Supplies					
2410-7662	Other Services - Citywide	33,506	34,000	34,000	34,000
2410-7663	Other Services - Medians	2,659	8,000	8,000	8,000
	Total Other Services	36,165	42,000	42,000	42,000
2410-7842	Water - Medians	60,716	47,000	47,000	47,000
2410-7844	Water - Citywide	376,784	339,500	350,000	350,000
	Total Water	437,500	386,500	397,000	397,000
2410-7874	Electric - Medians	4,813	10,000	10,000	10,000
2410-7876	Electric - Citywide	23,829	30,000	30,000	30,000
	Total Electric	28,642	40,000	40,000	40,000
2410-7888	Repairs - Citywide	4,806	6,000	6,000	7,000
2410-7891	Repairs - Medians	2,514	2,200	2,200	2,500
	Total Repairs and Replacements	7,320	8,200	8,200	9,500
2410-7896	Tree Planting - Citywide	10,458	22,900	22,900	20,000
2410-7898	Tree Planting - Medians	5,191	5,000	5,000	5,000
	Total Tree Plant	15,649	27,900	27,900	25,000
2410-7906	Tree Trimming - Citywide	67,000	69,300	69,300	71,800
2410-7909	Tree Trimming - Residential	92,814	96,800	96,800	100,800
	Total Tree Trimming	159,814	166,100	166,100	172,600
2410-7915	Landscape Maint. - Citywide	239,602	240,000	229,500	238,000
2410-7917	Landscape Maintenance - Medians	105,264	105,500	105,500	107,000
	Total Landscape Maintenance	344,866	345,500	335,000	345,000
	Total Services and Supplies	1,029,956	1,016,200	1,016,200	1,031,100

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Reimbursements and Transfers					
2410-8610	Reimbursements - General Fund	193,000	193,000	193,000	193,000
	Total Reimbursements	<u>193,000</u>	<u>193,000</u>	<u>193,000</u>	<u>193,000</u>
	Total Citywide Landscaping	<u>1,222,956</u>	<u>1,209,200</u>	<u>1,209,200</u>	<u>1,224,100</u>

Kendrick Tract

Services and Supplies

2420-7835	Water	5,535	5,000	5,000	5,000
2420-7887	Repairs and Replacements	340	500	500	500
2420-7914	Landscape Maintenance	5,900	5,900	5,900	6,000
	Total Services and Supplies	<u>11,775</u>	<u>11,400</u>	<u>11,400</u>	<u>11,500</u>

Reimbursements

2420-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
	Total Kendrick Tract	<u>13,975</u>	<u>13,600</u>	<u>13,600</u>	<u>13,700</u>

Las Lomas Villas

Services and Supplies

2421-7835	Water	27,536	20,000	20,000	25,000
2421-7866	Electric	15	500	500	500
2421-7887	Repairs and Replacements	584	5,000	5,000	5,000
2421-7914	Landscape Maintenance	17,000	17,000	17,000	22,300
	Total Services and Supplies	<u>45,135</u>	<u>42,500</u>	<u>42,500</u>	<u>52,800</u>

Expenditures. *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Reimbursements					
2421-8610	Reimbursements - General Fund	10,000	10,000	10,000	10,000
	Total Reimbursements	10,000	10,000	10,000	10,000
	Total Las Lomas Villas	55,135	52,500	52,500	62,800
 <u>Encanto Parkway</u>					
Services and Supplies					
2422-7835	Water	5,169	5,300	5,300	5,300
2422-7866	Electric	15	500	500	500
2422-7887	Repairs and Replacements	1,134	2,500	2,500	2,500
2422-7914	Landscape Maintenance	8,326	8,400	8,400	8,500
	Total Services and Supplies	14,644	16,700	16,700	16,800
Reimbursements					
2422-8610	Reimbursements - General Fund	3,400	3,400	3,400	3,400
	Total Reimbursements	3,400	3,400	3,400	3,400
	Total Encanto Parkway	18,044	20,100	20,100	20,200
 <u>Amberwood Homes</u>					
Services and Supplies					
2423-7835	Water	7,044	13,000	13,000	10,000
2423-7866	Electric	15	300	300	300
2423-7887	Repairs and Replacements	976	1,500	1,500	1,500
2423-7914	Landscape Maintenance	13,500	13,500	13,500	13,700
	Total Services and Supplies	21,535	28,300	28,300	25,500
Reimbursements					
2423-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	2,200	2,200	2,200	2,200
	Total Amberwood Homes	23,735	30,500	30,500	27,700

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
<u>Village and Windsor Homes</u>					
Services and Supplies					
2424-7835	Water	8,047	7,000	7,000	5,000
2424-7866	Electric	9	300	300	300
2424-7887	Repairs and Replacements	366	1,600	1,600	1,600
2424-7914	Landscape Maintenance	9,300	9,300	9,300	9,500
	Total Services and Supplies	17,722	18,200	18,200	16,400
Reimbursements					
2424-8610	Reimbursements - General Fund	2,800	2,800	2,800	2,800
	Total Reimbursements	2,800	2,800	2,800	2,800
	Total Village and Windsor Homes	20,522	21,000	21,000	19,200
<u>Hearthstone Del Norte</u>					
Services and Supplies					
2425-7660	Other Services	140	2,000	2,000	2,000
2425-7835	Water	14,441	15,000	15,000	15,000
2425-7866	Electric	35	3,600	3,600	500
2425-7887	Repairs and Replacements	1,110	500	500	1,000
2425-7913	Brush Clearance	14,000	14,000	14,000	14,200
2425-7914	Landscape Maintenance	5,000	5,000	5,000	5,100
	Total Services and Supplies	34,726	40,100	40,100	37,800
Reimbursements					
2425-8610	Reimbursements - General Fund	3,200	3,200	3,200	3,200
	Total Reimbursements	3,200	3,200	3,200	3,200
	Total Hearthstone Del Norte	37,926	43,300	43,300	41,000

Expenditures. *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
<u>Grocery Outlet (Mike's Center)</u>					
Services and Supplies					
2426-7810	Street Sweeping	9,762	10,200	10,200	10,200
2426-7835	Water	1,008	800	1,200	1,200
2426-7866	Electric	4,025	4,500	4,500	4,500
2426-7887	Repairs and Replacements	140	700	700	700
2426-7914	Landscape Maintenance	4,000	4,000	4,000	4,100
	Total Services and Supplies	18,935	20,200	20,600	20,700
Reimbursements					
2426-8610	Reimbursements - General Fund	2,600	2,600	2,600	2,600
	Total Reimbursements	2,600	2,600	2,600	2,600
	Total Grocery Outlet (Mike's Center)	21,535	22,800	23,200	23,300
<u>Rancho Verde Homes</u>					
Services and Supplies					
2427-7835	Water	14,584	9,000	9,000	10,000
2427-7866	Electric	15	200	200	200
2427-7887	Repairs and Replacements	3,371	1,200	1,200	1,200
2427-7914	Landscape Maintenance	10,700	10,700	10,700	10,900
	Total Services and Supplies	28,670	21,100	21,100	22,300
Reimbursements					
2427-8610	Reimbursements - General Fund	5,900	5,900	5,900	5,900
	Total Reimbursements	5,900	5,900	5,900	5,900
	Total Rancho Verde Homes	34,570	27,000	27,000	28,200

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Emblem Homes					
Services and Supplies					
2429-7835	Water	3,657	4,000	4,000	4,000
2429-7866	Electric	8	300	300	300
2429-7887	Repairs and Replacements	939	1,000	1,000	1,000
	Total Services and Supplies	4,604	5,300	5,300	5,300
Reimbursements					
2429-8610	Reimbursements - General Fund	1,100	1,100	1,100	1,100
	Total Reimbursements	1,100	1,100	1,100	1,100
	Total Emblem Homes	5,704	6,400	6,400	6,400
Mesa Gas Lights					
Services and Supplies					
2430-7850	Gas	10,231	12,000	12,000	12,000
2430-7887	Repairs and Replacements	0	1,000	1,000	1,000
	Total Services and Supplies	10,231	13,000	13,000	13,000
Reimbursements					
2430-8610	Reimbursements - General Fund	3,800	3,800	3,800	3,800
	Total Reimbursements	3,800	3,800	3,800	3,800
	Total Mesa Gas Lights	14,031	16,800	16,800	16,800

Expenditures. Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
<u>Las Brisas Homes</u>					
Services and Supplies					
2431-7835	Water	7,294	5,000	5,000	5,000
2431-7866	Electric	160	300	300	300
2431-7887	Repairs and Replacements	629	2,700	2,700	2,700
2431-7914	Landscape Maintenance	10,700	10,700	10,700	10,900
	Total Services and Supplies	18,783	18,700	18,700	18,900
Reimbursements					
2431-8610	Reimbursements - General Fund	3,500	3,500	3,500	3,500
	Total Reimbursements	3,500	3,500	3,500	3,500
	Total Las Brisas Homes	22,283	22,200	22,200	22,400
<u>Las Posadas Homes</u>					
Services and Supplies					
2432-7835	Water	7,188	5,000	5,000	7,000
2432-7866	Electric	180	300	300	300
2432-7887	Repairs and Replacements	140	500	500	500
2432-7914	Landscape Maintenance	14,100	14,100	14,100	14,300
	Total Services and Supplies	21,608	19,900	19,900	22,100
Reimbursements					
2432-8610	Reimbursements - General Fund	6,500	6,500	6,500	6,500
	Total Reimbursements	6,500	6,500	6,500	6,500
	Total Las Posadas Homes	28,108	26,400	26,400	28,600

Expenditures, Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
<u>Buena Vista Villas</u>					
Services and Supplies					
2433-7835	Water	8,921	7,200	7,200	7,200
2433-7866	Electric	160	300	300	300
2433-7887	Repairs and Replacements	1,339	4,900	4,900	4,900
2433-7914	Landscape Maintenance	9,000	9,000	9,000	9,200
	Total Services and Supplies	19,420	21,400	21,400	21,600
Reimbursements					
2433-8610	Reimbursements - General Fund	3,700	3,700	3,700	3,700
	Total Reimbursements	3,700	3,700	3,700	3,700
	Total Buena Vista Villas	23,120	25,100	25,100	25,300
<u>Citrus Villas</u>					
Services and Supplies					
2434-7835	Water	2,809	5,000	5,000	5,000
2434-7866	Electric	160	300	300	300
2434-7887	Repairs and Replacements	140	500	500	500
2434-7914	Landscape Maintenance	6,000	6,000	6,000	6,100
	Total Services and Supplies	9,109	11,800	11,800	11,900
Reimbursements					
2434-8610	Reimbursements - General Fund	2,900	2,900	2,900	2,900
	Total Reimbursements	2,900	2,900	2,900	2,900
	Total Citrus Villas	12,009	14,700	14,700	14,800

Expenditures. *Continued*

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
<u>Ridgecrest</u>					
Services and Supplies					
2435-7835	Water	7,223	6,000	6,000	6,000
2435-7866	Electric	16	200	200	200
2435-7887	Repairs and Replacements	140	1,200	1,200	1,200
2435-7914	Landscape Maintenance	9,000	11,400	11,400	11,500
2435-7918	Fuel Modification	8,500	14,500	14,500	14,600
2435-7920	Debris/Storm Drain System	3,906	4,000	4,000	4,100
	Total Services and Supplies	<u>28,785</u>	<u>37,300</u>	<u>37,300</u>	<u>37,600</u>
Reimbursements					
2435-8610	Reimbursements - General Fund	1,500	1,500	1,500	1,500
	Total Reimbursements	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	Total Ridgecrest	<u>30,285</u>	<u>38,800</u>	<u>38,800</u>	<u>39,100</u>
	Total Expenditures	<u>1,964,967</u>	<u>1,942,800</u>	<u>1,943,200</u>	<u>1,970,000</u>

Community Development Block Grant

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Intergovernmental - Federal					
260-4501	Community Development Block Grant	114,907	141,000	141,000	109,000
	Total Intergovernmental - Federal	<u>114,907</u>	<u>141,000</u>	<u>141,000</u>	<u>109,000</u>
260-6901	Transfer In - General Fund	1	0	0	0
	Total Revenues	<u>114,908</u>	<u>141,000</u>	<u>141,000</u>	<u>109,000</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
2605-7965	Professional Services	6,720	10,000	10,000	10,000
2605-8060	Sidewalk Improvements	0	0	0	0
2605-8061	ADA Curb Ramps	108,188	131,000	131,000	99,000
2605-8062	ADA Improvements	0	0	0	0
2605-8070	Street Improvements	0	0	0	0
2605-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	<u>114,908</u>	<u>141,000</u>	<u>141,000</u>	<u>109,000</u>
	Total Expenditures	<u>114,908</u>	<u>141,000</u>	<u>141,000</u>	<u>109,000</u>

PAEG Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money & Property					
270-4401	Interest Earnings	1,457	0	0	0
	Total Use of Money & Property	1,457	0	0	0
Intergovernmental - State					
270-4617	PAEG Fees	23,769	0	37,000	0
	Total Intergovernmental - State	23,769	0	37,000	0
Other Financing Sources					
270-6901	Transfer In - Other	36,991	0	0	0
	Total Other Financing Sources	36,991	0	0	0
	Total Revenues	62,217	0	37,000	0

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
2705-8100	Other Capital Improvements	128,474	0	0	0
	Total Capital Outlay	128,474	0	0	0
Reimbursements					
2705-8610	Reimbursement - General Fund	0	0	37,000	0
	Total Reimbursements	0	0	37,000	0
	Total Expenditures	128,474	0	37,000	0

Supplemental Law Enforcement Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
290-4401	Interest Earnings	2,518	3,300	4,000	4,000
	Total Use of Money and Property	2,518	3,300	4,000	4,000
Intergovernmental - State					
290-4605	Supplemental Law Enforcement	194,663	205,000	205,000	213,200
	Total Intergovernmental - State	194,663	205,000	205,000	213,200
	Total Revenues	197,181	208,300	209,000	217,200

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
2905-7781	Contract Law Enforcement	174,573	158,300	158,300	167,200
2905-7785	Special Events Patrol	22,608	50,000	50,000	50,000
	Total Services and Supplies	197,181	208,300	208,300	217,200
	Total Expenditures	197,181	208,300	208,300	217,200

Bicycle and Pedestrian Safety Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Intergovernmental - State					
300-4612	Bicycle and Pedestrian Grant	23,416	18,900	18,900	20,000
	Total Intergovernmental - State	23,416	18,900	18,900	20,000
	Total Revenues	23,416	18,900	18,900	20,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
3005-8060	Sidewalk Improvements	23,416	18,900	18,900	20,000
	Total Capital Outlay	23,416	18,900	18,900	20,000
	Total Expenditures	23,416	18,900	18,900	20,000

Air Quality Management Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
320-4401	Interest Earnings	5,850	5,000	6,300	5,600
	Total Use of Money and Property	<u>5,850</u>	<u>5,000</u>	<u>6,300</u>	<u>5,600</u>
Intergovernmental - Local					
320-4701	AB 2766 Subvention	30,967	30,000	30,000	30,000
320-5004	Other Revenue	0	0	0	0
	Total Intergovernmental - Local	<u>30,967</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
Other Financing Sources					
320-6901	Transfer In Gen Fund	0	0	0	0
	Total Other Financing Sources	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Revenues	<u><u>36,817</u></u>	<u><u>35,000</u></u>	<u><u>36,300</u></u>	<u><u>35,600</u></u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
3205-8013	Vehicles	37,212	35,000	35,000	35,000
	Total Capital Outlay	<u>37,212</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
Reimbursements					
3205-8610	Transfer Out - Other	0	0	0	0
	Total Reimbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u><u>37,212</u></u>	<u><u>35,000</u></u>	<u><u>35,000</u></u>	<u><u>35,000</u></u>

Park Development Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Other Financing Sources					
400-4401	Interest Earnings	0	0	0	0
400-4611	Grant Programs Revenue	65,733	46,200	436,000	618,000
400-4702	Safe Neigh Parks Grant	0	60,000	0	0
400-6901	Transfers In - General Fund	0	0	0	0
	Total Other Financing Sources	<u>65,733</u>	<u>106,200</u>	<u>436,000</u>	<u>618,000</u>
	Total Revenues	<u>65,733</u>	<u>106,200</u>	<u>436,000</u>	<u>618,000</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
4005-7965	Professional Services	37,625	0	0	0
4005-8040	Building Improvements	0	0	0	0
4005-8041	Park Improvements	211,395	106,200	94,000	273,400
4005-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	<u>249,020</u>	<u>106,200</u>	<u>94,000</u>	<u>273,400</u>
	Total Expenditures	<u>249,020</u>	<u>106,200</u>	<u>94,000</u>	<u>273,400</u>

Quimby Act Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Special Assessments					
420-4103	Quimby Act	0	292,000	240,000	0
420-4401	Interest Earnings	2934	2,600	3,100	2,700
	Total Special Assessments	<u>2,934</u>	<u>294,600</u>	<u>243,100</u>	<u>2,700</u>
	Total Revenues	<u><u>2,934</u></u>	<u><u>294,600</u></u>	<u><u>243,100</u></u>	<u><u>2,700</u></u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
4205-8041	Park Improvements	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

Proposition A Transit Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
440-4401	Interest Earnings	51,467	47,000	58,000	51,200
440-4409	Sale of Property	0	0	0	0
	Total Use of Money and Property	51,467	47,000	58,000	51,200
Intergovernmental - Local					
440-4703	Transit - Proposition A	598,138	611,900	611,900	621,800
440-5004	Other Revenue	9,227	9,600	9,600	11,000
	Total Intergovernmental - Local	607,365	621,500	621,500	632,800
Reimbursements					
440-5106	NTD Grant Revenue	0	0	0	0
440-6911	Transfer In - Other	0	0	0	0
	Total Reimbursements	0	0	0	0
	Total Revenues	658,832	668,500	679,500	684,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
4405-7002	Regular Salaries	63,837	64,400	65,600	66,200
4405-7003	Part-Time/Temp Salaries	0	0	0	0
4405-7030	Overtime	0	0	0	0
	Total Salaries	63,837	64,400	65,600	66,200

Expenditures, Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Fringe Benefits					
4405-7071	Health Insurance	13,593	14,300	14,500	15,000
4405-7072	Retirement	9,258	9,400	9,400	9,500
4405-7073	Disability Insurance	376	300	300	300
4405-7074	Life Insurance	97	100	100	100
4405-7075	Vision	147	200	200	300
4405-7077	Medicare	913	900	900	1,000
4405-7078	Dental	973	1,100	1,100	1,000
	Total Fringe Benefits	25,357	26,300	26,500	27,200
	Total Personnel	89,194	90,700	92,100	93,400
Services and Supplies					
4405-7610	Travel, Meetings and Conferences	1,712	2,000	2,000	2,000
4405-7613	Duplication and Photos	0	300	300	100
4405-7614	Office Supplies	278	400	400	400
4405-7619	Fuel and Oil	0	0	0	0
4405-7620	Tires	0	0	0	0
4405-7621	Other Supplies	0	100	100	100
4405-7636	Uniforms	0	0	0	0
4405-7650	Vehicle Maintenance	7,669	7,500	7,500	5,500
4405-7673	Physical Exams	273	0	0	0
4405-7674	Retiree Health Insurance	6,141	6,500	6,500	8,000
4405-7788	Recreation Shuttle Services	6,834	5,000	5,000	5,000
4405-7814	Graffiti Removal	3,942	5,000	5,000	5,000
4405-7821	Network & Internet Services	0	600	600	0
4405-7831	Wireless Phones/Devices	310	600	600	600
4405-7887	Repairs & Replacements	0	0	0	0
4405-7960	Foothill Transit Operations	246,044	240,000	240,000	300,000
4405-7965	Professional Services	0	0	0	0
	Total Services and Supplies	273,203	268,000	268,000	326,700
Capital Outlay					
4405-7980	Other Expenses	1,146	3,000	1,500	1,500
4405-8013	Vehicle Purchase (Capital)	46,645	47,000	47,000	47,000
4405-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	47,791	50,000	48,500	48,500
Reimbursements					
4405-8610	Reimbursements - General Fund	76,000	82,000	82,000	93,700
	Total Reimbursements	76,000	82,000	82,000	93,700
	Total Expenditures	486,188	490,700	490,600	562,300

Proposition C Transit Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
460-4401	Interest Earnings	21,168	19,000	26,000	23,000
	Total Use of Money and Property	21,168	19,000	26,000	23,000
Intergovernmental - Local					
460-4704	Transit - Proposition C	496,140	507,600	507,600	515,800
460-5004	Other Revenue	7,550	7,500	7,500	9,000
	Total Intergovernmental - Local	503,690	515,100	515,100	524,800
	Total Revenues	524,858	534,100	541,100	547,800

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Salaries					
4605-7002	Regular Salaries	50,757	52,700	53,700	54,200
4605-7003	Part-Time/Temp Salaries	0	0	0	0
4605-7030	Overtime	0	0	0	0
	Total Salaries	50,757	52,700	53,700	54,200
Fringe Benefits					
4605-7071	Health Insurance	11,122	11,700	11,900	12,300
4605-7072	Retirement	7,574	7,700	7,700	7,800
4605-7073	Disability Insurance	313	300	300	300
4605-7074	Life Insurance	79	100	100	100
4605-7075	Vision	120	200	200	100
4605-7077	Medicare	747	800	800	800
4605-7078	Dental	808	1,000	800	900
	Total Fringe Benefits	20,763	21,800	21,800	22,300
	Total Personnel	20,763	74,500	75,500	76,500

Expenditures, Continued

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
4605-7610	Travel, Meetings and Conferences	0	800	800	800
4605-7613	Duplication and Photos	0	200	200	0
4605-7614	Office Supplies	0	200	200	0
4605-7621	Other Supplies	0	100	100	0
4605-7650	Vehicle Maintenance	5,489	5,000	5,000	3,000
4605-7674	Retiree Health Insurance	5,024	5,000	5,000	6,500
4605-7788	Recreation Shuttle Services	4,000	4,000	4,000	4,000
4605-7814	Graffiti Removal	3,449	4,000	4,000	4,000
4605-7821	Network & Internet Services	0	500	500	0
4605-7831	Wireless Phones/Devices	254	400	400	400
4605-7960	Foothill Transit Operations	201,308	190,000	190,000	235,000
4605-7965	Professional Services	0	0	0	0
4605-7980	Other Expenses	743	4,000	3,000	1,000
	Total Services and Supplies	220,267	214,200	213,200	254,700
Capital Outlay					
4605-8013	Vehicle Purchase	38,164	38,200	38,200	38,200
	Total Capital Outlay	38,164	38,200	38,200	38,200
Reimbursements					
4605-8610	Reimbursements - General Fund	61,700	65,000	65,000	73,900
4605-8620	Reimbursements - Proposition A	0	0	0	0
	Total Reimbursements	61,700	65,000	65,000	73,900
	Total Expenditures	391,651	391,900	391,900	443,300

Measure R Local Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money & Property					
470-4401	Interest Earnings	32,402	26,000	26,000	23,000
	Total Use of Money & Property	<u>32,402</u>	<u>26,000</u>	<u>26,000</u>	<u>23,000</u>
Intergovernmental - Local					
470-4706	Transit - Measure R LR	372,036	380,700	380,700	386,800
	Total Intergovernmental - Local	<u>372,036</u>	<u>380,700</u>	<u>380,700</u>	<u>386,800</u>
	Total Revenues	<u><u>404,438</u></u>	<u><u>406,700</u></u>	<u><u>406,700</u></u>	<u><u>409,800</u></u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
4705-7915	Landscape - Sidewalk Repairs	0	0	0	0
4705-8060	Sidewalk Improvements	96,584	200,000	200,000	225,000
4705-8070	Street Improvements	291,859	140,000	140,000	140,000
4705-8100	Other Capital Improvements	20,784	29,500	29,500	0
	Total Capital Outlay	<u>409,227</u>	<u>369,500</u>	<u>369,500</u>	<u>365,000</u>
Reimbursements					
4705-8610	Reimbursements - General Fund	81,845	71,000	73,900	73,000
	Total Reimbursements	<u>81,845</u>	<u>71,000</u>	<u>73,900</u>	<u>73,000</u>
	Total Expenditures	<u><u>491,072</u></u>	<u><u>440,500</u></u>	<u><u>443,400</u></u>	<u><u>438,000</u></u>

Measure M Local Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money & Property					
475-4401	Interest Earnings	46,704	39,000	38,000	34,000
	Total Use of Money & Property	<u>46,704</u>	<u>39,000</u>	<u>38,000</u>	<u>34,000</u>
Intergovernmental - Local					
475-4707	Transit - Measure M LR	421,505	431,400	431,400	438,400
	Total Intergovernmental - Local	<u>421,505</u>	<u>431,400</u>	<u>431,400</u>	<u>438,400</u>
	Total Revenues	<u>468,209</u>	<u>470,400</u>	<u>469,400</u>	<u>472,400</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
4750-7965	Professional Services	91,104	0	0	30,000
4750-8060	Sidewalk Improvements	140,328	0	0	0
4750-8070	Street Improvements	365,000	300,000	300,000	0
4750-8100	Other Capital Improvements	0	208,000	208,000	596,000
	Total Capital Outlay	<u>596,432</u>	<u>508,000</u>	<u>508,000</u>	<u>626,000</u>
4750-8610	Reimbursements - General Fund	119,286	80,000	101,600	125,200
	Total Capital Outlay	<u>119,286</u>	<u>80,000</u>	<u>101,600</u>	<u>125,200</u>
	Total Expenditures	<u>715,718</u>	<u>588,000</u>	<u>609,600</u>	<u>751,200</u>

Measure W Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money & Property					
490-4401	Interest Earnings	18,143	20,000	20,000	25,000
	Total Use of Money & Property	18,143	20,000	20,000	25,000
Intergovernmental - Local					
490-4709	Transit - Measure W Stormwater	253,385	250,000	248,000	250,000
	Total Intergovernmental - Local	253,385	250,000	248,000	250,000
	Total Revenues	271,528	270,000	268,000	275,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
4905-7980	Other Expenses	219,294	193,000	193,000	122,000
4905-8100	Other Capital Improvements	14,865	0	0	128,000
	Total Capital Outlay	234,159	193,000	193,000	250,000
4905-8610	Reimbursements - General Fund	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	234,159	193,000	193,000	250,000

Town Center Debt Service Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
520-4401	Interest Earnings	0	0	0	0
	Total Use of Money and Property	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Financing Services					
5205-8314	Trustee Services	0	0	0	0
	Total Financing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Debt Service					
5205-8340	Principal Payments	0	0	0	0
5205-8350	Interest Expenses	0	0	0	0
	Total Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
5205-9040	Transfer Out	0	0	0	0
	Total Other Financing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Infrastructure Modernization Debt Service Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
521-4401	Interest Earnings	0	0	0	0
	Total Use of Money and Property	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
521-6901	Transfers In	220,837	220,900	220,900	220,900
	Total Other Financing Sources	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Revenues	<u><u>220,837</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Financing Services					
5215-8314	Trustee Services	0	0	0	0
5215-8330	Other Expenses - Debt Service	0	0	0	0
	Total Financing Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Debt Service					
5215-8340	Principal Payments	169,762	173,900	173,900	178,100
5215-8350	Interest Expenses	51,075	47,000	47,000	42,800
	Total Debt Service	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Expenditures	<u><u>220,837</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Inclusionary Housing Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
610-4401	Interest Earnings	22,923	20,500	25,000	21,000
	Total Use of Money and Property	<u>22,923</u>	<u>20,500</u>	<u>25,000</u>	<u>21,000</u>
	Total Revenues	<u>22,923</u>	<u>20,500</u>	<u>25,000</u>	<u>21,000</u>

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Capital Outlay					
6105-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Community Improvement Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
620-4401	Interest Earnings	17,572	12,000	34,000	29,000
620-4503	Other Federal Grants	0	1,600,000	1,600,000	1,410,000
620-4611	Grant Program Revenue	0	1,154,000	1,154,000	0
620-4613	Other State Grants	510,365	0	0	0
620-5004	Other Revenue	0	1,458,000	1,458,000	2,100,000
	Total Use of Money and Property	527,937	4,224,000	4,246,000	3,539,000
Other Financing Sources					
620-6901	Transfers In - General Fund	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	527,937	4,224,000	4,246,000	3,539,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Services and Supplies					
6220-7965	Professional Services	0	0	0	0
6220-7980	Other Expenses	0	0	0	0
	Total Services and Supplies	0	0	0	0
Capital Outlay					
6205-8100	Other Capital Improvements	0	234,000	234,000	0
6210-8100	Other Capital Improvements	0	1,600,000	1,600,000	0
6220-8100	Other Capital Improvements	364,855	1,250,000	1,250,000	3,600,000
6225-8100	Other Capital Improvements	116,600	1,133,000	1,133,000	0
	Total Capital Outlay	481,455	4,217,000	4,217,000	3,600,000
	Total Expenditures	481,455	4,217,000	4,217,000	3,600,000

Housing Authority Fund

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
680-4401	Interest Earnings	85,846	77,000	91,000	79,000
680-5004	Other Revenue	0	0	0	0
680-5007	Gain on Sale of Land	0	0	0	0
	Total Use of Money and Property	85,846	77,000	91,000	79,000
Other Financing Sources					
680-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	85,846	77,000	91,000	79,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Administration Services					
6805-7310	Meeting Stipends	4,050	5,100	5,100	5,100
6805-7312	Legal Counsel	0	0	0	0
	Total Administration Services	4,050	5,100	5,100	5,100
Services and Supplies					
6805-7965	Professional Services	4,841	33,000	33,000	30,000
6805-7980	Other Expenses	10,914	11,500	11,500	11,500
	Total Services and Supplies	15,755	44,500	44,500	41,500
	Total Expenditures	19,805	49,600	49,600	46,600

Housing Authority Fund, *Continued*

Revenues

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Use of Money and Property					
681-4401	Interest Earnings	137,698	124,000	146,000	128,000
681-4410	Sale of Land	0	0	0	0
681-5004	Other Revenue	0	0	0	0
681-5007	Gain on Sale of Land	0	0	0	0
681-5011	Silent Second Repayment	0	0	0	0
	Total Use of Money and Property	137,698	124,000	146,000	128,000
Other Financing Sources					
681-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	137,698	124,000	146,000	128,000

Expenditures

Account Number	Account Description	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2025-26 Estimated Actual	FY 2026-27 Budget
Administration Services					
6815-7310	Meeting Stipends	0	0	0	0
6815-7311	Administrative Services	0	0	0	0
6815-7312	Legal Counsel	0	0	0	0
	Total Administration Services	0	0	0	0
Services and Supplies					
6815-7965	Professional Services	10,225	33,000	33,000	11,000
6815-7971	Cost of Land Sold	0	0	0	0
6815-7980	Other Expenses	0	0	0	0
6815-9010	Transfer Out - SA	0	0	0	0
	Total Services and Supplies	10,225	33,000	33,000	11,000
	Total Expenditures	10,225	33,000	33,000	11,000

**Capital Improvement Program (CIP)
FY 2026-27 to FY 2029-30**

Project Name	2026-27	2027-28	2028-29	2029-30	2030-31	Total
Streets and Roads						
Annual Street Rehabilitation Project (incl PS&E)	600,000	600,000	0	600,000	600,000	2,400,000
Annual Concrete Repair Project	200,000	200,000	200,000	200,000	200,000	1,000,000
Annual Striping Project	90,000	75,000	75,000	100,000	100,000	440,000
Safe Routes to School Improvements	30,000	30,000	30,000	30,000	30,000	150,000
Annual CDBG ADA Ramp Project	140,000	200,000	200,000	100,000	100,000	740,000
Annual Street Maintenance Project	210,000	210,000	210,000	210,000	210,000	1,050,000
Sidewalk Maintenance Project (Saw-cutting uplifts)	25,000	50,000	50,000	25,000	25,000	175,000
Huntington Drive PS&E And Traffic Study (<i>carryover</i>)	60,000	0	0	0	0	60,000
Huntington Drive Underground Utilities Project (<i>carryover</i>)	1,250,000	0	0	0	0	1,250,000
Kelwill & Buena Vista Traffic Signal Installation (<i>carryover</i>)	500,000	0	0	0	0	500,000
Huntington Dr @ Las Lomas Traffic Signal Improvements PSE (<i>carryover</i>)	30,000	0	0	0	0	30,000
Huntington Drive Street Rehabilitation	0	3,000,000	3,000,000	2,000,000	0	8,000,000
Town Center Greening/Traffic Calming Project	0	220,000	3,110,000	0	0	3,330,000
Huntington Dr @ Las Lomas Traffic Signal Improvements	430,000	0	0	0	0	430,000
Buena Vista/Central/Evergreen Traffic Signal Impr	600,000	0	0	0	0	600,000
Pavement Management Plan Update	30,000	0	0	30,000	0	60,000
Duarte Road Street Rehabilitation Project	0	0	400,000	300,000	0	700,000
Central Ave Street Rehabilitation Project (incl PS&E)	0	0	700,000	0	0	700,000
Royal Oaks Street Rehabilitation Project	0	0	0	600,000	0	600,000
Mountain Ave. Street Rehabilitation Project	0	0	0	0	700,000	700,000
Donald & Bernice Watson Trail Asphalt and Striping Maintenance	0	0	0	0	60,000	60,000
Subtotal - Streets and Roads	4,195,000	4,585,000	7,975,000	4,195,000	2,025,000	22,975,000
NPDES						
CIMP Costs	62,000	68,200	75,000	82,500	85,000	372,700
WMP Costs	7,100	7,600	8,200	58,600	10,000	91,500
Annual NPDES Programs, Permits and Misc. Projects	134,200	147,600	162,400	178,600	195,000	817,800
Subtotal - NPDES	203,300	223,400	245,600	319,700	290,000	1,282,000

**Capital Improvement Program (CIP)
FY 2026-27 to FY 2029-30**

Project Name	2026-27	2027-28	2028-29	2029-30	2030-31	Total
Municipal Buildings, Grounds, Parks & Trails						
Donald & Bernice Watson Recreation Trail Improvements <i>(carryover)</i>	1,816,800	0	0	0	0	1,816,800
City Yard Electrical Upgrades <i>(carryover)</i>	164,000	0	0	0	0	164,000
Public Art - utility box phase 2 <i>(carryover)</i>	24,000	0	0	0	0	24,000
Park Parking Lot Resurfacing Project	100,000	100,000	0	0	0	200,000
Duarte Park - Playground, Restrooms, Basketball & Dog Park	4,704,000	0	0	0	0	4,704,000
City Yard Modular Office Trailer	400,000	0	0	0	0	400,000
Community Center Carpet Replacement	50,000	0	0	0	0	50,000
Duarte Park - Parking Lot	800,000	0	0	0	0	800,000
Encanto Park Building Roof Replacement	0	40,000	0	0	0	40,000
Hacienda Park Playground Equipment Replacement	0	500,000	0	0	0	500,000
Royal Oaks Park Restroom ADA Upgrades	0	75,000	0	0	0	75,000
Royal Oaks Park Playground & Surface Replacement	0	0	750,000	0	0	750,000
Tzeitel Paras Caracci Park Gazebo Replacement	0	0	85,000	0	0	85,000
Encanto Park Basketball/Tennis Court Resurfacing & Lighting	0	0	130,000	0	0	130,000
Futsal and Pickleball Courts ADA Ramp	0	0	95,000	0	0	95,000
Beardslee Park Playground Surface & Shading Replacement	0	0	0	700,000	0	700,000
Futsal and Pickleball Courts Lighting Upgrades	0	0	0	50,000	0	50,000
Valenzuela Park Playground & Surfacing Replacement	0	0	0	0	450,000	450,000
Subtotal - Muni Bldgs, Grnds, Prks & Trails	8,058,800	715,000	1,060,000	750,000	450,000	11,033,800

**Capital Improvement Program (CIP)
FY 2026-27 to FY 2029-30**

Project Name	2026-27	2027-28	2028-29	2029-30	2030-31	Total
Future Projects (i.e., Unfunded & Unscheduled)						
Streets and Roads						
Huntington Drive Traffic Signal Improvements	0	0	0	0	0	1,500,000
Huntington Drive Underground Utilities future phases	0	0	0	0	0	8,000,000
Town Center Sidewalk and Ped Lighting Improvements (Buena Vista)	0	0	0	0	0	5,000,000
Traffic Mitigations for SRTS	0	0	0	0	0	3,000,000
Central Ave Traffic Calming	0	0	0	0	0	200,000
NPDES						
Future Regional NPDES Projects	0	0	0	0	0	4,513,300
Muni Bldgs, Grnds, Prks & Trails						
Fitness Center Pool Deck/Locker Room Renovation	0	0	0	0	0	5,684,700
Duarte Historical Museum HVAC System Replacement	0	0	0	0	0	50,000
Fish Canyon Falls Trail Restoration	0	0	0	0	0	1,400,000
Citywide Fiber Installation	0	0	0	0	0	6,800,000
Encanto Park Playground	0	0	0	0	0	750,000
Glenn Miller Park Playground	0	0	0	0	0	500,000
City Hall ADA Counters	0	0	0	0	0	95,000
City Hall ADA Interior Doors	0	0	0	0	0	145,000
Duarte Park - New Recreation Building	0	0	0	0	0	4,200,000
Community Center Façade Improvements	0	0	0	0	0	1,250,000
Fitness Center Façade Improvements	0	0	0	0	0	863,000
Senior Center Façade Improvements	0	0	0	0	0	1,700,000
Public Safety Office	0	0	0	0	0	8,000,000
Subtotal - Future Projects (i.e., Unfunded & Unscheduled)	0	0	0	0	0	53,651,000

CITY OF Duarte
CIP PROJECT FUNDING SOURCES
FY 2026-27

	2026-27 Budget	Funding Sources (Fund Number & Name)											Total Sources
		(100)	(220)	(225)	(260)	(300)	(400)	(440)	(470)	(475)	(490)	(620)	
Project Name		GF	Gas Tax	SB1	CDBG	Bike & Ped	Mea A	Prop A	Mea R	Mea M	Mea W	Comm Imp	
Streets and Roads													
Annual Street Rehabilitation Project (incl PS&E)	600,000	0	0	600,000	0	0	0	0	0	0	0	0	600,000
Annual Concrete Repair Project	200,000	0	0	0	0	0	0	0	200,000	0	0	0	200,000
Annual Striping Project	90,000	0	90,000	0	0	0	0	0	0	0	0	0	90,000
Safe Routes to School Improvements	30,000	0	0	0	0	0	0	0	0	30,000	0	0	30,000
Annual CDBG ADA Ramp Project	140,000	0	0	0	109,000	15,000	0	0	0	16,000	0	0	140,000
Annual Street Maintenance Project	210,000	0	70,000	0	0	0	0	0	140,000	0	0	0	210,000
Sidewalk Maintenance Project (Saw-cutting uplifts)	25,000	0	0	0	0	0	0	0	25,000	0	0	0	25,000
Huntington Drive PS&E And Traffic Study (carryover)	60,000	0	60,000	0	0	0	0	0	0	0	0	0	60,000
Huntington Drive Underground Utilities Project	1,250,000	0	0	0	0	0	0	0	0	0	0	1,250,000	1,250,000
Kelwill & Buena Vista Traffic Signal Installation (carryover)	500,000	0	0	0	0	0	0	0	0	125,000	0	375,000	500,000
Huntington Dr @ Las Lomas Traffic Signal Impr PSE (carryover)	30,000	0	30,000	0	0	0	0	0	0	0	0	0	30,000
Huntington Dr @ Las Lomas Traffic Signal Improvements	430,000	0	430,000	0	0	0	0	0	0	0	0	0	430,000
Buena Vista/Central/Evergreen Traffic Signal Impr	600,000	0	0	0	0	0	0	0	0	0	0	600,000	600,000
Pavement Management Plan Update	30,000	0	0	0	0	0	0	0	0	30,000	0	0	30,000
Subtotal - Streets and Roads	4,195,000	0	680,000	600,000	109,000	15,000	0	0	365,000	201,000	0	2,225,000	4,195,000
NPDES													
CIMP Costs	62,000	0	0	0	0	0	0	0	0	0	62,000	0	62,000
WMP Costs	7,100	0	0	0	0	0	0	0	0	0	7,100	0	7,100
Annual NPDES Programs, Permits and Misc. Projects	134,200	0	0	0	0	0	0	0	0	0	134,200	0	134,200
Subtotal - NPDES	203,300	0	0	0	0	0	0	0	0	0	203,300	0	203,300
Muni Bldgs, Grnds, Prks & Trails													
Donald & Bernice Watson Recreation Trail Improvements (carryover)	1,816,800	0	0	0	0	0	0	0	0	406,800	0	1,410,000	1,816,800
City Yard Electrical Upgrades (carryover)	164,000	164,000	0	0	0	0	0	0	0	0	0	0	164,000
Public Art - utility box phase 2 (carryover)	24,000	24,000	0	0	0	0	0	0	0	0	0	0	24,000
Park Parking Lot Resurfacing Project	100,000	100,000	0	0	0	0	0	0	0	0	0	0	100,000
Duarte Park - Playground, Restrooms, Basketball & Dog Park	4,704,000	4,431,000	0	0	0	0	273,000	0	0	0	0	0	4,704,000
Duarte Park - Parking Lot	800,000	800,000	0	0	0	0	0	0	0	0	0	0	800,000
City Yard Modular Office Trailer	400,000	400,000	0	0	0	0	0	0	0	0	0	0	400,000
Community Center Carpet Replacement	50,000	50,000	0	0	0	0	0	0	0	0	0	0	50,000
Subtotal - Muni Bldgs, Grnds, Prks & Trails	8,058,800	5,969,000	0	0	0	0	273,000	0	0	406,800	0	1,410,000	8,058,800
	12,457,100	5,969,000	680,000	600,000	109,000	15,000	273,000	0	365,000	607,800	203,300	3,635,000	12,457,100



AGENDA REPORT

MEETING DATE: June 9, 2026
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Frances Jimenez, City Clerk
SUBJECT: Adoption of the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707
RECOMMENDATION: Adopt the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707
FISCAL IMPACT: There is no fiscal impact associated with this item
STRATEGIC PLAN IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

The Ralph M. Brown Act requires that, with limited exceptions, all meetings of a legislative body of a local agency be open and public and that all persons be permitted to attend and participate.

In 2025, the Legislature adopted Senate Bill 707 (Durazo), which amends the Brown Act and establishes additional teleconference and public access requirements for eligible legislative bodies. The bill becomes operative on July 1, 2026, and remains in effect until January 1, 2030.

Beginning July 1, 2026, among various new requirements, the Duarte City Council will be required to:

- Provide members of the public with the option to attend meetings through a two-way telephonic service or a two-way audiovisual platform;
- Continue to provide live webcasting of meetings; and
- Translate meeting agendas into any language spoken by at least 20 percent of the City's population.

The City of Duarte will utilize Zoom Webinar to provide public access to meetings. This platform allows remote participants to listen to the meeting and to provide public comment when allowed by the City Clerk. For both non-agenda public comment and comments on specific agenda items, in-person speakers will be called first, followed by remote participants. Remote participants will be audio-only and will not have the ability to enable video or share their screens.

SB 707 also requires that, on or before July 1, 2026, the City Council adopt a policy addressing disruptions to telephonic or internet service occurring during public meetings. The policy must establish procedures for recessing and reconvening a meeting in the event of a service disruption and outline the good-faith efforts the City will make to restore service.

If telephonic or internet service fails and the public is unable to participate as a result, the meeting must be recessed while the City makes a good-faith effort to restore service. The City Council may not reconvene the open session of the meeting until at least one hour after the disruption or until service is restored, whichever occurs first. The City Council may meet in closed session during this period. If service has not been restored after one hour, the meeting may resume if the City Council adopts a finding by roll-call vote that good-faith efforts to restore telephonic or internet service have been made.

DISCUSSION/ANALYSIS

Adoption of the City Council Policy on Disruptions of Telephonic or Internet Service during Public Meetings ensures compliance with Senate Bill 707 and supports the City’s commitment to transparency and public access. The policy establishes clear procedures for handling unexpected telephonic or internet service disruptions, ensuring continuity of government, minimizing confusion during meetings, and helping to preserve the public’s right to participate.

RECOMMENDATION

Staff recommends the City Council adopt the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

- A. Technology Disruption Policy

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

City of Duarte
Policy on Disruptions of Telephonic or Internet Service During Public Meetings
Required by SB 707

Policy: Disruption of Telephonic or Internet Service During Public Meetings

1. Background

Senate Bill 707 (2025) amended the Brown Act to require eligible legislative bodies to adopt, on or before July 1, 2026, a policy addressing how the agency will respond to disruptions in telephonic or internet service that prevent members of the public from attending or observing a meeting remotely. This policy is adopted to comply with that requirement and to ensure continuity of public participation during technical disruptions.

2. Purpose

This policy establishes procedures for responding to a disruption in the telephonic or internet services that provide two-way remote public access to meetings of the City of Duarte City Council, as required by the Brown Act (Gov. Code § 54953.4). The policy ensures transparency, public participation, and continuity of government during technology disruptions.

3. Definitions

For purposes of this policy:

- “Disruption” means any failure, outage, or other interruption that prevents members of the public from attending or observing the meeting via these remote access services.
- “Remote access services” means the two-way telephonic service and/or two-way audiovisual platform used to provide real-time remote public attendance and observation of meetings.

4. Applicability

This policy applies to all open and public meetings of the City Council at which remote public participation is offered or required under the Brown Act.

5. Procedures in the Event of a Service Disruption

5.1. Response to Service Disruption

If the Presiding Officer or Clerk becomes aware of a disruption to the agency’s remote access services that prevents members of the public from attending or observing the meeting remotely:

1. The Presiding Officer or Clerk shall immediately announce the disruption to the public.
2. The Presiding Officer may then call for a recess of the open session or convene the legislative body in closed session, consistent with the Brown Act.
3. Staff shall begin efforts to diagnose and restore the disrupted service.
4. The meeting shall remain in recess for at least one hour or until service is restored, whichever is sooner. The recess period may be extended if restoration efforts are ongoing.

5.2. Efforts to Restore Service

The agency shall make good faith efforts to restore remote access services, which may include:

- Troubleshooting platform or teleconferencing software

- Resetting or replacing audiovisual equipment
- Attempting alternative connection methods
- Contacting necessary support staff or service providers
- Switching to back-up equipment or platforms, if available

The City Clerk shall document the restoration efforts undertaken.

6. Reconvening the Open Session

6.1. Timing

The open session may be reconvened after at least one hour has elapsed from the time of disruption or as soon as service is restored, whichever occurs earlier.

6.2. If Service Is Restored

If the remote access service is restored before or at the time the meeting reconvenes, the meeting shall continue as normal.

6.3. If Service Is *Not* Restored

If service has not been restored after one hour, the City Council may reconvene and:

1. Adjourn the meeting; or
2. Continue the meeting in open session by adopting, by roll call vote, the following, or a substantially similar, finding:

“The City of Duarte has made good faith efforts to restore telephonic or internet service in accordance with its adopted policy, and the public interest in continuing the meeting outweighs the public interest in remote public access.”

Upon adoption of the finding, the legislative body may continue the open session despite the fact that remote access services have not been restored.

7. Recordkeeping

The Clerk shall enter a brief statement into the meeting minutes, including the following:

- The nature and time of the disruption
- The restoration efforts undertaken
- The time the meeting was reconvened (if applicable)
- Any finding adopted pursuant to Section 6.3

8. Review and Updates

This policy may be amended by the City Council at a noticed public meeting in open session, not on the consent calendar.